



STAFF REPORT

MEETING DATE: September 11, 2018

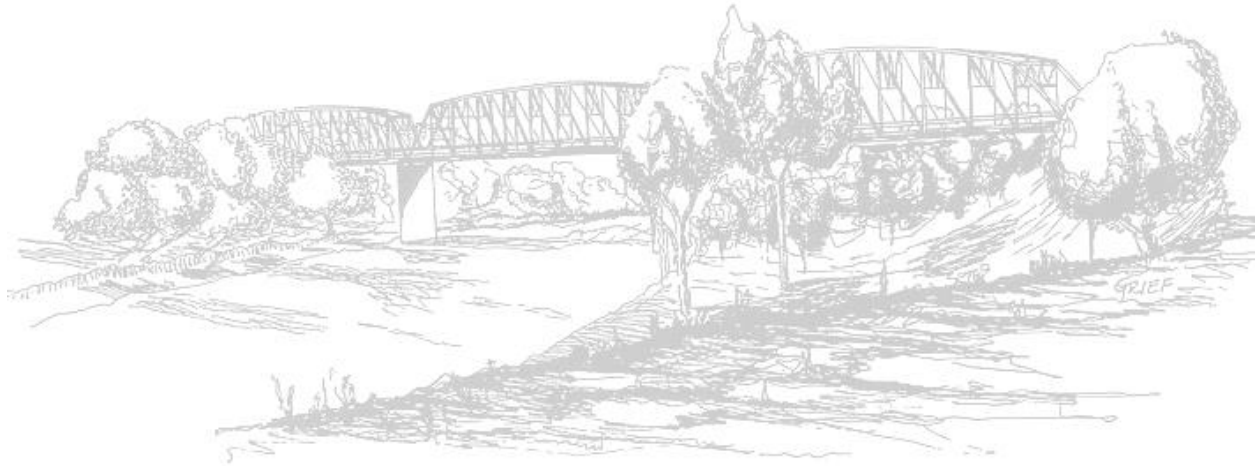
AGENDA ITEM: 4A

TITLE:

Receive a presentation from Burditt Land Consultants regarding Phase I of the Wheeled Sports Plaza to be located at Fishermen's Park.

STAFF REPRESENTATIVE:

Trey Job, Managing Director of Public Works & Leisure Services





STAFF REPORT

MEETING DATE: September 11, 2018

AGENDA ITEM: 4B

TITLE:

Mayor's Report

STAFF REPRESENTATIVE:

Lynda Humble, City Manager

POLICY EXPLANATION:

Texas Local Government Code, Section 551.045 – Governing Body of Municipality or County: Reports about Items of Community Interest Regarding Which No Action Will Be Taken:

(a) Notwithstanding Sections 551.041 and 551.042, a quorum of the governing body of a municipality or county may receive from staff of the political subdivision and a member of the governing body may make a report about items of community interest during a meeting of the governing body without having given notice of the subject of the report as required by this subchapter if no action is taken and, except as provided by Section 551.042, possible action is not discussed regarding the information provided in the report.

(b) For purposes of Subsection (a), "items of community interest" includes:

- (1) expressions of thanks, congratulations, or condolence;
- (2) information regarding holiday schedules;
- (3) an honorary or salutary recognition of a public official, public employee, or other citizen, except that a discussion regarding a change in the status of a person's public office or public employment is not an honorary or salutary recognition for purposes of this subdivision;
- (4) a reminder about an upcoming event organized or sponsored by the governing body;
- (5) information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the political subdivision; and
- (6) announcements involving an imminent threat to the public health and safety of people in the political subdivision that has arisen after the posting of the agenda.

ATTACHMENTS:

- Power Point Presentation

Mayor's Report
September 11, 2018



Latest Activities

August 17 – August 31

Events in 2018: 260

*FIVE Council Meetings in 7 weekdays
Nelson & Rogers did SIX in 8 weekdays*



Victoria's Shower



Bastrop Lost Pines Nursing & Rehabilitation Center



Gumbo Friday
Lost Pines Toyota

Schneider

BASTROPTX
Heart of the Lost Pines
Est. 1832

FY 2018 - 19 Budget
Proposed

Carter St 1800
Laurel St 400



Blind Children's Family Conference



Farewell Chief Wobus



TML Meeting



Planned Events

September 3 – September 11

- September 3 – Labor Day (City offices closed)
- September 5
 - Chamber Luncheon
 - Physicians PremiER Emergency Room
 - BAIPP
- September 6 – Farm Street Opry
- September 7
 - BEDC Coffee Chat
 - First Friday Art Walk
- September 11– City Council Meeting



Upcoming Events & City Meetings

- September 12
 - Quarterly Community Support Meeting
 - TML Region 10 Quarterly Meeting (Brenham)
- September 17 – BEDC Monthly Meeting
- September 18 – Building Bastrop Public Open House (Conv Center)
- September 25 – City Council Meeting



FREE RIDES TO REGISTER!

SEPTEMBER 25TH

Bastrop County
Elections
Department has
partnered up with
various community
sponsors to host a
countywide voters
registration drive.
Come on out and
get registered in
time for the
November
election!



CARTS is
offering FREE rides
in Bastrop County
on Tuesday,
September 25th to
those headed to
register to vote.
Parking Lot at 441
TX-71 from 9:00 am
to 4:00pm
Call 24 hours in
advance to set up
your trip.

bastropvotes.org 512-581-7160 RideCARTS.com 512-478-RIDE





STAFF REPORT

MEETING DATE: September 11, 2018

AGENDA ITEM: 4C

TITLE:

Councilmembers' Report

STAFF REPRESENTATIVE:

Lynda Humble, City Manager

POLICY EXPLANATION:

Texas Local Government Code, Section 551.045 – Governing Body of Municipality or County: Reports about Items of Community Interest Regarding Which No Action Will Be Taken:

(a) Notwithstanding Sections 551.041 and 551.042, a quorum of the governing body of a municipality or county may receive from staff of the political subdivision and a member of the governing body may make a report about items of community interest during a meeting of the governing body without having given notice of the subject of the report as required by this subchapter if no action is taken and, except as provided by Section 551.042, possible action is not discussed regarding the information provided in the report.

(b) For purposes of Subsection (a), "items of community interest" includes:

- (1) expressions of thanks, congratulations, or condolence;
- (2) information regarding holiday schedules;
- (3) an honorary or salutary recognition of a public official, public employee, or other citizen, except that a discussion regarding a change in the status of a person's public office or public employment is not an honorary or salutary recognition for purposes of this subdivision;
- (4) a reminder about an upcoming event organized or sponsored by the governing body;
- (5) information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the political subdivision; and
- (6) announcements involving an imminent threat to the public health and safety of people in the political subdivision that has arisen after the posting of the agenda.



STAFF REPORT

MEETING DATE: September 11, 2018

AGENDA ITEM: 4D

TITLE:

City Manager's Report

STAFF REPRESENTATIVE:

Lynda Humble, City Manager

POLICY EXPLANATION:

Texas Local Government Code, Section 551.045 – Governing Body of Municipality or County: Reports about Items of Community Interest Regarding Which No Action Will Be Taken:

(a) Notwithstanding Sections 551.041 and 551.042, a quorum of the governing body of a municipality or county may receive from staff of the political subdivision and a member of the governing body may make a report about items of community interest during a meeting of the governing body without having given notice of the subject of the report as required by this subchapter if no action is taken and, except as provided by Section 551.042, possible action is not discussed regarding the information provided in the report.

(b) For purposes of Subsection (a), "items of community interest" includes:

- (1) expressions of thanks, congratulations, or condolence;
- (2) information regarding holiday schedules;
- (3) an honorary or salutary recognition of a public official, public employee, or other citizen, except that a discussion regarding a change in the status of a person's public office or public employment is not an honorary or salutary recognition for purposes of this subdivision;
- (4) a reminder about an upcoming event organized or sponsored by the governing body;
- (5) information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the political subdivision; and
- (6) announcements involving an imminent threat to the public health and safety of people in the political subdivision that has arisen after the posting of the agenda.



STAFF REPORT

MEETING DATE: September 11, 2018

AGENDA ITEM: 5A

TITLE:

Discuss process and timetable for changing speed limit on Spring and Farm Streets east of SH 95 and C.P. Johnson Lane.

STAFF REPRESENTATIVE:

James Altgelt, Director of Public Safety/Chief of Police





STAFF REPORT

MEETING DATE: September 11, 2018

AGENDA ITEM: 6A

TITLE:

Receive presentation of the Customer Portal, Phase II of the AMI Meter Replacement Program.

STAFF REPRESENTATIVE:

Tracy Waldron, Chief Financial Officer

BACKGROUND/HISTORY:

The City of Bastrop currently uses a customer portal that is provided by our financial software company. However, under the current platform we do not have the ability to utilize the data we receive from our AMI meters.

We onboarded AMI meters in the winter of 2014. AMI meters provide us with the data we need to read and manage our meters with minimal utility technicians time required. The AMI system provides: hourly and daily reads, syncing of monthly meter reads for billing, reports for leak detection, and the ability to monitor meters for issues.

In fall of 2017, we started seeking other portal platforms that would be able to utilize the AMI meter data. We wanted to find a portal that would allow customer's online accounts, allowing them to monitor their own usage, pay their bill, and set alerts. This portal will also allow the City to alert those customers regarding emergency information or outage information.

POLICY EXPLANATION:

N/A

FUNDING SOURCE:

N/A

RECOMMENDATION:

N/A

ATTACHMENTS:

- Presentation



SMART Customer Mobile (SCM)

#1 Digital Customer Engagement Mobile & Portal Platform

SCM® Capabilities



- Billing & Payments
- Usage & compare
- Notifications & Preference center
- Outages
- Energy Efficiency /Water Conservation
- Smart Home Automation
- Electric Vehicle
- Home Energy / Water Reports
- Low Income
- Community Solar
- Retail Market Place
- Utility CRM



DIGITAL MOBILE ENGAGEMENT | SINGLE INTEGRATED PLATFORM | REAL TIME 2- WAY COMMUNICTAION | CONFIGURABLE MODULES | DEVICE AGNOSTIC



My Account



Billing



Usage



Outage



Notification



Service



Connect Me



Compare Me



Efficiency



In the Customer Portal, customer can turn on notifications for communication.

These can also serve as third-party notifications, allowing multiple phone numbers and emails to be entered.

Good Morning John Doe | Select Account 14901 Frost Ave (00000291) | FAQs | English | Sign Out

Utility Co. HOME MY ACCOUNT USAGE BILLING OUTAGES NOTIFICATIONS COMPARE CONNECT ME SERVICE EFFICIENCY

My Account

- Profile
- Settings
- Payment Information
- Marketing Preferences
- About My Home

Notification Preference

Notification	<input type="checkbox"/> Text	<input type="checkbox"/> Email Address	<input type="checkbox"/> IVR	<input type="checkbox"/> Push Notification
Outage	<input checked="" type="checkbox"/> (818) 878-9909 *	<input type="checkbox"/>	<input checked="" type="checkbox"/> (818) 675-1101 *	<input checked="" type="checkbox"/>
Billing	<input checked="" type="checkbox"/> (818) 340-1123 *	<input checked="" type="checkbox"/> sallysmith@gmail.cc *	<input checked="" type="checkbox"/> (818) 675-1101 *	<input checked="" type="checkbox"/>
Budget	<input type="checkbox"/>	<input checked="" type="checkbox"/> johnsmith@gmail.cc *	<input type="checkbox"/>	<input type="checkbox"/>
Connect Me	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Leak Alert	<input checked="" type="checkbox"/> (818) 341-1123 *	<input checked="" type="checkbox"/> jessiesmith@gmail.cc *	<input checked="" type="checkbox"/> (818) 675-1101 *	<input type="checkbox"/>
Budget Limit	<input type="checkbox"/> 50%	<input type="checkbox"/> 75%	<input type="checkbox"/> 90%	<input type="text" value="1"/> %
Quiet Hours	From [] To []			

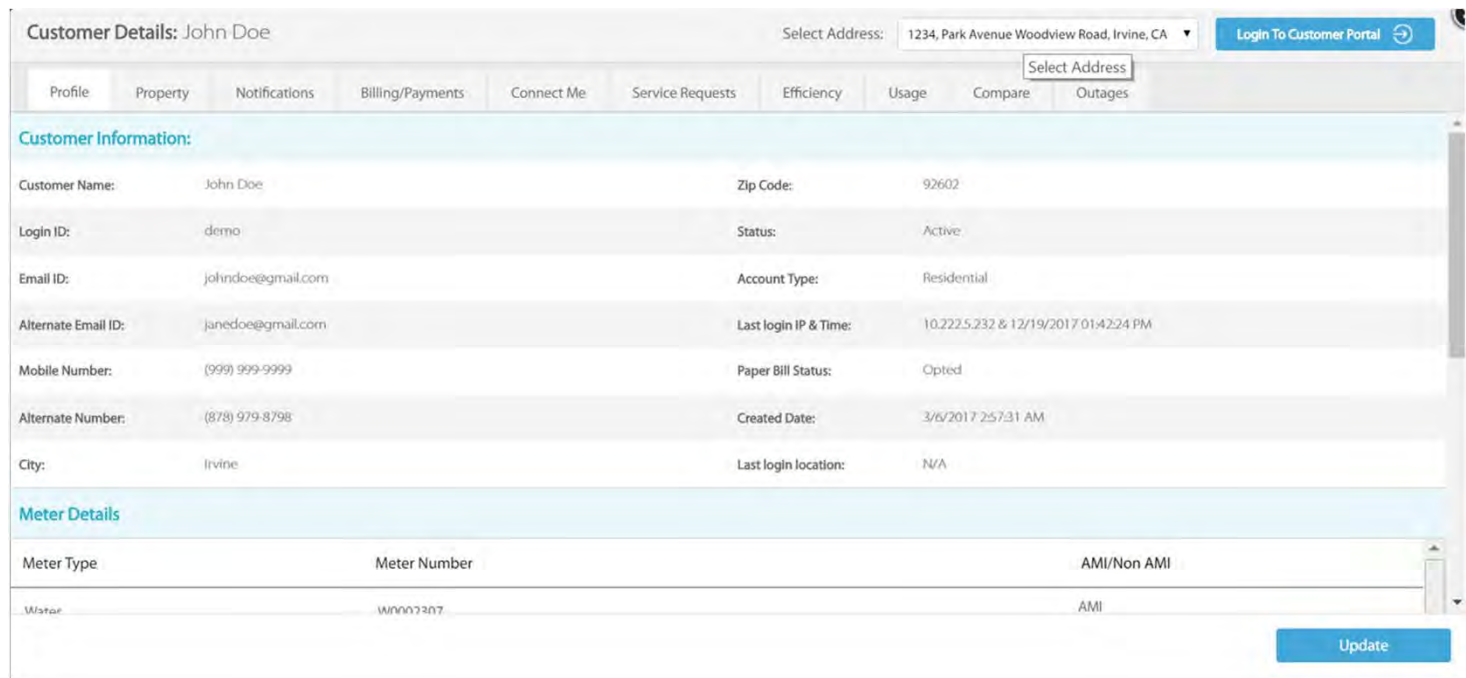
Standard charges shall apply for Text Notification.

Save

The CSR can also log directly into the customer's portal and see exactly what they are seeing.

This is the CSR's view of customer information.

You can see information under every tab, related to this specific customer.



Customer Details: John Doe Select Address: 1234, Park Avenue Woodview Road, Irvine, CA [Login To Customer Portal](#)

Profile Property Notifications Billing/Payments Connect Me Service Requests Efficiency Usage Compare Outages

Customer Information:

Customer Name:	John Doe	Zip Code:	92602
Login ID:	demo	Status:	Active
Email ID:	johndoe@gmail.com	Account Type:	Residential
Alternate Email ID:	janedoe@gmail.com	Last login IP & Time:	10.222.5.232 & 12/19/2017 01:42:24 PM
Mobile Number:	(999) 999-9999	Paper Bill Status:	Opted
Alternate Number:	(878) 979-8798	Created Date:	3/6/2017 2:57:31 AM
City:	Irvine	Last login location:	N/A

Meter Details

Meter Type	Meter Number	AMI/Non AMI
Water	W00002307	AMI

[Update](#)

The customer fills out this “About My Home” survey in the app or portal. This is the CSR view in the admin portal, where they can access all the information provided by the customer.

Customer Details: John Doe Select Address: 1234, Park Avenue Woodview Road, Irvine, CA

Profile | **Property** | Notifications | Billing/Payments | Connect Me | Service Requests | Efficiency | Usage | Compare | Outages

Account type: Residential Zipcode: 92602

About My Home

What type of home do you live in?	<input type="text" value="Town Home"/>
How many people are there in your household?	<input type="text" value="Select"/>
Do you have solar panels?	<input type="text" value="None selected"/>
What is your home size?	<input type="text"/> *
How many floors does your home have?	<input type="text"/>
Do you own an electric vehicle?	<input type="checkbox"/>
In which year was your house built?	<input type="text"/>

The screenshot displays the 'Outages' management interface. At the top, there is a navigation bar with icons for Home, Efficiency, Outages (active), Analytics, Notifications, Admin, CSR, and CRM. A sidebar on the left shows the 'Outages' menu item selected. The main content area features a table of outage records:

Outage ID	Outage Title	Outage Type	Outage Information	Outage Status	Last Updated
230	Outage Issue	Current Outage	Pole Broken, So Outage reported	Resolved	07/11/2017
302	test	Current Outage	test	Unresolved	09/10/2017
301	Water Outage	Current Outage	No Water Supply in these area due to mainten	Unresolved	09/06/2017
299	Water Outage	Current Outage	Outage in your area	Unresolved	09/06/2017
298	Broken Pipe	Current Outage	Crack was swept and will fix this area	Unresolved	09/06/2017

Below the table, there are navigation controls: 'Go to page: 1', 'Show rows: 20', and '1-20 of 33'. The 'OUTAGE DETAILS' tab is active, showing the following information:

- Outage Type: Current Outage
- Community Affected: Chino Hills
- Customers Affected: 56
- Start Time: 13/11/2017 4:00 pm
- Estimated Restoration: 14/11/2017 4:00 pm
- Outage Status: Resolved

To the right of the details is a map showing the affected area in Chino Hills, CA, with a red polygon highlighting the outage location. A green circle with a plus sign is visible on the map.

This is the Outage Management module in the Admin Portal.

Here the CSR can draw a polygon to create an outage, and a customer list is populated from the polygon.



Energy & Water Customer Engagement Outreach & Marketing



Focused Marketing Plan for Customer Outreach

Milestones	Focus Marketing	Client Success
Go Live – First Quarter	<p>Focused Marketing #1</p> <p>Announcement video</p> <p>Go-Live Marketing collateral (email banner, social media templates, mail inserts)</p>	<p>Strategic marketing planning prior to Go-Live</p> <p>After Go-Live, will assign dates/focuses for each marketing milestone</p>
Second Quarter	<p>Focus Marketing #2</p> <p>Ex. Outage Module collateral (email banner, social media templates, mail inserts)</p>	<p>Client Success Meeting</p> <p>Check adoption rates, registered users, what worked in marketing focus (and what didn't)</p> <p>Check app reviews and start to focus on reputation management</p>
Third Quarter	<p>Focus Marketing #3</p> <p>Ex. Efficiency/Rebate Programs collateral (email banner, social media templates, mail inserts)</p>	<p>Client Success Meeting</p> <p>Review adoption rates</p> <p>Discuss the customer experience and satisfaction levels</p>
Fourth Quarter	<p>Focus Marketing #4</p> <p>Ex. Paperless Billing collateral (email banner, social media templates, mail inserts)</p>	<p>Client Success Meeting</p> <p>Review adoption rates</p> <p>Review reputation management(app reviews)</p>
Year Review	<p>Review of Marketing Collateral</p>	<p>1st Year Review</p> <p>Where are we today?</p> <p>Create marketing & outreach plan for the next year</p>

Focused Marketing Plan for Customer Outreach

First Quarter: New App, Highlight All Features				
Task	1st Month	2nd Month	3rd Month	Notes
Add messaging on monthly paper bill	x	x	x	On-going "Break the habit"
Social Media Post 1 per week	x	x	x	On-going
Invitation Letter is Available to View at Physical Payment Locations + Utility Offices	x	x	x	On-going
Announcement Video on Website (embedded)	x	x	x	On-going
Web Banner on Website Homepage	x	x	x	Content should be updated Quarterly
Email Announcement	x		x	
Direct Mail: Invitation Letter	x			
Mail Insert (postcard)		x		



STAFF REPORT

MEETING DATE: September 11, 2018

AGENDA ITEM: 7

TITLE:

CITIZEN COMMENTS

At this time, three (3) minute comments will be taken from the audience on any topic. To address the Council, please submit a fully completed request card to the City Secretary prior to the beginning of the Citizens' Comment portion of the Council meeting. In accordance with the Texas Open Meetings Act, if a citizen discusses any item not on the agenda, City Council cannot discuss issues raised or make any decision at this time. Instead, City Council is limited to making a statement of specific factual information or a recitation of existing policy in response to the inquiry. Issues may be referred to City Staff for research and possible future action.

To address the Council concerning any item on the agenda, please submit a fully completed request card to the City Secretary prior to the start of the meeting.

It is not the intention of the City of Bastrop to provide a public forum for the embarrassment or demeaning of any individual or group. Neither is it the intention of the Council to allow a member of the public to slur the performance, honesty and/or integrity of the Council, as a body, or any member or members of the Council individually or collectively, or members of the City's staff. Accordingly, profane, insulting or threatening language directed toward the Council and/or any person in the Council's presence will not be tolerated.



STAFF REPORT

MEETING DATE: September 11, 2018

AGENDA ITEM: 8A

TITLE:

Consider action to approve City Council minutes from the August 23, 2018 special meeting, August 27, 2018 special meeting and August 28, 2018 regular meeting.

STAFF REPRESENTATIVE:

Lynda Humble, City Manager
Ann Franklin, City Secretary

BACKGROUND/HISTORY:

N/A

POLICY EXPLANATION:

Section 551.021 of the Government Code provides as follows:

- (a) A governmental body shall prepare and keep minutes or make a tape recording of each open meeting of the body.
- (b) The minutes must:
 1. State the subject of each deliberation; and
 2. Indicate the vote, order, decision, or other action taken.

FUNDING SOURCE:

N/A

RECOMMENDATION:

Consider action to approve City Council minutes from the August 23, 2018 special meeting, August 27, 2018 special meeting and August 28, 2018 regular meeting.

ATTACHMENTS:

- August 23, 2018, DRAFT Regular Meeting Minutes.
- August 27, 2018, DRAFT Council Workshop Minutes.
- August 28, 2018, DRAFT Council Workshop Minutes.

**MINUTES OF SPECIAL MEETING
BASTROP CITY COUNCIL
AUGUST 23, 2018**

The Bastrop City Council met in a Special Meeting on Thursday, August 23, 2018, at 6:30 p.m. at the Bastrop City Hall Council Chambers, located at 1311 Chestnut Street, Bastrop, Texas. Members present were: Mayor Schroeder, Mayor Pro Tem Nelson and Council Members Jones, Ennis, Nelson and Peterson. Officers present were: City Manager, Lynda Humble, Deputy City Secretary Traci Chavez and City Attorney, Alan Bojorquez.

CALL TO ORDER

At 6:30 p.m. Mayor Schroeder called the meeting to order with a quorum being present.

EXECUTIVE SESSION

The City Council met at 6:30 p.m. in a closed/executive session pursuant to Section 551.071 of the Texas Government Code to discuss the following:

The City Council shall convene into closed executive session pursuant to Section 551.071 of the Texas Government Code to confer with City Attorney regarding legal advice related to the status of the 1445 Interlocal Agreement between the City of Bastrop and Bastrop County for the review of subdivision applications in the City's extraterritorial jurisdiction.

The Bastrop City Council reconvened at 7:34 p.m. into open (public) session.

TAKE ANY NECESSARY OR APPROPRIATE ACTION ON MATTERS POSTED FOR CONSIDERATION IN CLOSED/EXECUTIVE SESSION

City Attorney, Alan Bojorquez gave an overview of the Resolution discussed in executive session.

A motion was made by Council Member Jones to approve Resolution No. R-2018-79, seconded by Council Member Peterson, motion was approved on a 5-0 vote.

4. WORK SESSION

- 4A. Consider action to approve the second reading of Emergency Ordinance No. 2018-1 of the City Council of the City of Bastrop, Texas, enacting a temporary moratorium staying the acceptance and processing of certain permits in the city limits and extraterritorial jurisdiction, providing for findings of fact, definitions, applicability, purpose, enactment, duration, extension, exceptions and exemptions, determination and appeals, repealer, severability, enforcement, effective date and proper notice and meeting.
City Attorney Alan Bojorquez gave update to Council.

A motion was made by Mayor Pro Tem Nelson to approve Emergency Ordinance No. 2018-1, seconded by Council Member Peterson, motion was approved on a 5-0 vote.

- 4B. Consider action to amend Emergency Ordinance No. 2018-2 of the City Council of the City of Bastrop, Texas, enacting additional requirements mandating data related to drainage and flooding for the acceptance, processing and approval of certain permits in the city limits and extraterritorial jurisdiction, providing for finding of fact, applicability,

purpose, enactment, exemptions, repealer, severability, enforcement, effective date, and proper notice and meeting.

City Attorney Alan Bojorquez gave update to Council.

A motion was made by Council Member Ennis to approve Emergency Ordinance No. 2018-2A amending Emergency Ordinance No. 2018-2, seconded by Mayor Pro Tem Nelson, motion was approved on a 5-0 vote.

- 4C. Consider action and approve Resolution No. R-2018-68 of the City Council of the City of Bastrop, Texas, making determinations regarding certain project-specific Exceptions and/or Exemptions as provided by Emergency Ordinance 2018-1, Section 8.
Interim Planning Director, Jennifer Bills gave an overview of the Resolution to Council.

No Action taken on the Resolution.

ADJOURNMENT

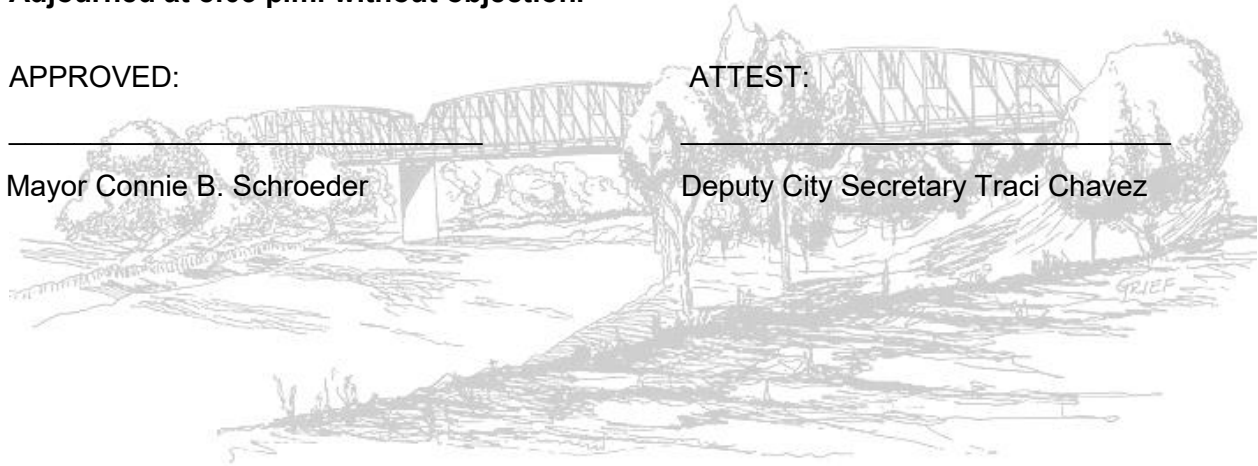
Adjourned at 8:03 p.m. without objection.

APPROVED:

Mayor Connie B. Schroeder

ATTEST:

Deputy City Secretary Traci Chavez



**MINUTES OF SPECIAL MEETING
BASTROP CITY COUNCIL
AUGUST 27, 2018**

The Bastrop City Council met in a Special Meeting on Monday, August 27, 2018, at 6:00 p.m. at the Bastrop City Hall Council Chambers, located at 1311 Chestnut Street, Bastrop, Texas. Members present were: Mayor Schroeder, Mayor Pro Tem Nelson and Council Members Jones, Ennis and Nelson. Officer present: City Secretary, Ann Franklin.

CALL TO ORDER

At 6:00 p.m. Mayor Schroeder called the meeting to order with a quorum being present. Council Member Peterson was absent.

ITEMS FOR INDIVIDUAL CONSIDERATION

2A. Conduct board and commission interviews for the following boards and commissions.

- Bastrop Arts In Public Places
- Bastrop Housing Authority
- Board of Zoning and Adjustment/Sign Review Board
- Construction Standards Board
- Economic Development Corporation Board
- Ethics Commission
- Fairview Cemetery Advisory Board
- Historic Landmark Commission
- Hunters Crossing Local Government Corporation
- Public Library Board
- Main Street Program Advisory Board
- Parks Board/Public Tree Advisory Board
- Planning & Zoning Commission

2B. Consider action and approve Resolution No. R-2018-77 of the City Council of the City of Bastrop, Texas, making determinations regarding certain project-specific Exceptions and/or Exemptions as provided by Emergency Ordinance 2018-1, Section 8 (Temporary Moratorium); and Emergency Ordinance 2018-2, Section 7 (Emergency Drainage Application Rules).

This item was withdrawn.

ADJOURNMENT

Adjourned at 8:31 p.m. without objection.

APPROVED:

Mayor Connie B. Schroeder

ATTEST:

City Secretary Ann Franklin

**MINUTES OF REGULAR COUNCIL MEETING
BASTROP CITY COUNCIL
August 28, 2018**

The Bastrop City Council met in a Regular Meeting on Tuesday, August 28, 2018, at 6:30 p.m. at the Bastrop City Hall Council Chambers, located at 1311 Chestnut Street, Bastrop, Texas. Members present were Mayor Schroeder, Mayor Pro Tem Nelson and Council Members Jones, Ennis, Rogers and Peterson. Officers present were City Manager Lynda Humble, City Secretary Ann Franklin and City Attorney Alan Bojorquez.

CALL TO ORDER

At 6:30 p.m. Mayor Schroeder called the meeting to order with a quorum being present.

PLEDGE OF ALLEGIANCE

Jessica Garcia-Solis and Maritza Gutierrez of the Colorado River Collegiate Academy

INVOCATION

Chaplain Robert Oliver, Police Chaplain

PRESENTATIONS

- 4A. A proclamation of the City Council of the City of Bastrop, Texas recognizing the City of Bastrop as a Purple Heart City.
Proclamation was read into record by Mayor Pro Tem Nelson and received by Carl Rees, Senior Vice Commander, Texas Capital Chapter 1919.
- 4B. Mayor's Report
- 4C. Councilmembers' Report
- 4D. City Manager's Report
- 4E. Receive update and presentation on the upcoming Cultural Arts Master Plan Public Engagement process.
Presentation was made by Lynn Osgood, GO Collaborative.
- 4F. A proclamation of the City Council of the City of Bastrop, Texas recognizing the month of September 2018 as National Preparedness Month.
Proclamation was read into record by Mayor Connie Schroeder and received by Public Safety Director/Chief of Police, James Altgelt.
- 4G. Receive presentations from the Bastrop Opera House and the Bastrop County Museum & Visitor Center.
Presentation was made by Lisa Holcomb for the Bastrop Opera House and Kay Sapikas for the Bastrop Museum & Visitor Center.

CONSENT AGENDA

A motion was made by Council Member Ennis to approve Items 8A, 8B, 8C, 8D, 8E and 8F listed on the Consent Agenda after being read into the record by City

Secretary, Ann Franklin. Seconded by Mayor Pro Tem Nelson, motion was approved on a 5-0 vote.

- 8A. Consider action to approve City Council minutes from the August 14, 2018 regular meeting; August 20, 2018 and August 21, 2018 and Council workshops.
- 8B. Consider action to approve the second reading of Ordinance No. 2018-14 of the City Council of the City of Bastrop, Texas, amending the budget for the Fiscal Year 2018 in accordance with existing statutory requirements; appropriating the various amounts herein; as attached in Exhibit A; repealing all ordinances and actions in conflict herewith; and providing for an effective date.
- 8C. Consider action to approve the second reading of Ordinance No. 2018-12 of the City Council of the City of Bastrop, Texas, rezoning 0.398 acres of Bastrop Town Tract, Abstract 11 and 2.046 acres of Building Block 12 East of Water Street from C-2, Commercial 2 to CMU, Commercial Mixed Use Character Zone and extend the Downtown Bastrop Form-Based Code Regulating Plan Area, located within the northeast Block of SH 95 and Chestnut Street, within the city limits of Bastrop, Texas, as shown in Exhibit A; including a severability clause; and establishing an effective date.
- 8D. Consider action to approve the second reading of Ordinance No. 2018-15 of the City Council of the City of Bastrop, Texas, granting a Conditional Use Permit for a religious institution use for Bastrop Bible Church, on 0.145 acres of Building Block 5 east of Water Street, located at 606 Pecan Street, within the city limits of Bastrop, Texas; as shown in Exhibit A; setting out conditions; including a severability clause; and establishing an effective date.
- 8E. Consider action to approve the second reading of Ordinance No. 2018-16 of the City Council of the City of Bastrop, Texas, rezoning 0.70 acres of lot 67, within the Bastrop Town Tract Abstract 11, from Form-Based Code Character Zone CMU, Commercial Mixed Use, to MF-1, Multifamily 1, located at 1706 Farm Street, within the city limits of Bastrop, Texas; as shown in Exhibit A; including a severability clause; and establishing an effective date.
- 8F. Consider action to approve Resolution R-2018-69 of the City Council of the City of Bastrop, Texas, approving the Pecan Park, Section 1A Final Plat, being 13.994 acres out of the Mozea Rousseau Survey, Abstract 56, located east of the future extension of Sterling Drive, within the city limits of Bastrop, Texas, as shown in Exhibit A; repealing all conflicting resolution; and providing an effective date.

Mayor Schroeder recessed the meeting at 7:28 PM.

Mayor Schroeder called the meeting back to order at 7:35 PM.

STAFF AND BOARD REPORTS

- 6B. Receive monthly report from Visit Bastrop.
Presentation was made by Clint Howard, Chair.

INDIVIDUAL CONSIDERATION

- 9G. Hold public hearing and consider action to approve Resolution No. R-2018-64 of the City Council of the City of Bastrop, Texas granting a variance to Bastrop Code of Ordinances Article 4.02.005 Sale of Alcoholic Beverages, Separation Requirements from Church, Public or Private School, or Public Hospital, on property located at 1006 Main Street within the city limits of Bastrop, Texas; establishing an effective date.
Presentation was made by Allison Land, Planner and GIS Coordinator.

Public hearing was opened.

Public hearing was closed.

A motion was made by Mayor Pro Tem Nelson to approve Resolution No. R-2018-64, seconded by Council Member Peterson, motion was approved on a 5-0 vote.

- 9J. Consider action to approve Resolution No. R-2018-70 of the City Council of the City of Bastrop, Texas, approving three task orders for the design of Wastewater Treatment Plant #3 and related collection system improvements for Five Million Nine-Hundred Sixty-Four Thousand Three Hundred Twenty-Nine and 00/100 Dollars (\$5,964,329.00), Public Relations related to the design and construction of Wastewater Treatment Plant #3 for Eighty-Five Thousand and 00/100 Dollars (\$85,000) and a final task order for general engineering services not to exceed Ten Thousand and 00/100 Dollars (\$10,000) to KSA Engineers in the total amount of Six Million Fifty Nine Thousand Three Hundred Twenty-Nine Dollars and No Cents, (\$6,059,329.00) attached as Exhibit A; authorizing the City Manager to execute all necessary documents; providing for a repealing clause; and establishing an effective date.

Presentation was made by Director of Public Works, Utilities and Leisure Services, Trey Job and Joncie Young; Bob Lang; and Hunter Hilburn of KSA.

A motion was made by Council Member Peterson to approve Resolution No. R-2018-70, seconded by Council Member Jones, motion was approved on a 5-0 vote.

- 9F. Consider action to approve Ordinance No. 2018-17 of the City Council of the City of Bastrop, Texas, authorizing the Issuance of the City of Bastrop, Texas Combination Tax and Revenue Certificates of Obligation, Series 2018; Levying an Ad Valorem Tax and Pledging Certain Surplus Revenues in Support of the Certificates; Approving an Official Statement, a Paying Agent/Registrar Agreement and Other Agreements Relating to the Sale and Issuance of the Certificates; and Ordaining Other Matters Relating to the Issuance of the Certificates; repealing all ordinances and actions in conflict herewith; and providing for an effective date.

Presentation was made by Dan Wegmiller, Managing Director, Specialized Public Finance Inc. and Bart Fowler, McCall Parkhurst & Horton.

A motion was made by Council Member Ennis to approve Ordinance No. 2018-17, seconded by Council Member Rogers, motion was approved on a 5-0 vote.

- 9I. Consider action to approve Resolution No. R-2018-67 of the City Council of the City of Bastrop, Texas, awarding a contract for the rehabilitation of the Old Iron Bridge to Kimley-Horn, at a cost of One Hundred Ninety-nine thousand Seven Hundred Dollars (\$199,700.00) attached as Exhibit A; authorizing the City Manager to execute all necessary documents; providing for a repealing clause; and establishing an effective date.

Presentation was made by City Engineer, Jerry Palady and Seann Mason and Brian LaFoy of Kimley-Horn.

A motion was made by Council Member Jones to approve Resolution No. R-2018-67, seconded by Council Member Peterson, motion was approved on a 5-0 vote.

- 9E. Consider action to approve Resolution No. R-2018-66 of the City Council of the City of Bastrop, Texas, awarding a contract, for the installation of generators at City lift stations to C F McDonald Electric, LLC, in the amount of one hundred eighty-four thousand one hundred sixty-nine dollars and zero cents (\$184,169.00) attached as Exhibit A; authorizing the City Manager to execute all necessary documents; providing for a repealing clause; and establishing an effective date.

Presentation was made by Director of Public Works, Utilities and Leisure Services, Trey Job.

A motion was made by Council Member Rogers to approve Resolution No. R-2018-66, seconded by Council Member Peterson, motion was approved on a 5-0 vote.

WORK SESSION/BRIEFINGS

- 5A. Discuss Proposed FY 2019 Budget and provide feedback to staff.
Presentation was made by City Manager, Lynda Humble.
- 5B. Discuss process and timetable for changing speed limit on Spring and Farm Streets (east of SH 95) and C.P. Johnson Lane.
Presentation was made by Public Safety Director/Chief of Police, James Altgelt.

STAFF AND BOARD REPORTS - CONTINUED

- 6A. Receive presentation on the unaudited Monthly Financial Report for the period ending July 31, 2018.
Presentation was made by Assistant Finance Director, Margaret Silbernagel.

CITIZEN COMMENTS - NONE

ITEMS FOR INDIVIDUAL CONSIDERATION - CONTINUED

- 9A. Consider action to approve Resolution No. R-2018-61 of the City Council of the City of Bastrop, Texas awarding a contract to Techline Construction, LLC, to Install an Air Switch and Reconductor at the Line From Haysel to Martin Luther King, Jr Street, at a cost not to exceed Thirty-five Thousand Dollars and 00/100 Cents (\$35,000.00); attached in Exhibit A; authorizing the City Manager to execute all necessary documents; providing for a repealing clause; and establishing an effective date.

Presentation was made by Director of Public Works, Utilities and Leisure Services, Trey.

A motion was made by Council Member Ennis to approve Resolution No. R-2018-61, seconded by Council Member Rogers, motion was approved on a 5-0 vote.

- 9B. Consider action to approve Resolution No. R-2018-62 of the City Council of the City of Bastrop, Texas awarding a contract to Techline Construction, LLC, to rebuild approximately 3,300 feet of line west of the intersection of Water and Pecan Streets; at a cost not to exceed Fifty-four Thousand Four Hundred Dollars and 00/100 Cents (\$54,400.00) attached as Exhibit A; authorizing the City Manager to execute all necessary documents; providing for a repealing clause; and establishing an effective date.

Presentation was made by Director of Public Works, Utilities and Leisure Services, Trey Job.

A motion was made by Mayor Pro Tem Nelson to approve Resolution No. R-2018-62, seconded by Council Member Peterson, motion was approved on a 5-0 vote.

- 9C. Consider action to approve Resolution No. R-2018-63 of the City Council of the City of Bastrop, Texas awarding a contract to Techline Construction, LLC, to rebuild approximately 1,900 feet of line along Hill Street, from Cedar to Spring Street, at a cost not to exceed Forty-six Thousand Dollars and 00/100 Cents (\$46,000.00) attached as Exhibit A; authorizing the City Manager to execute all necessary documents; providing for a repealing clause; and establishing an effective date.

Presentation was made by Director of Public Works, Utilities and Leisure Services, Trey Job.

A motion was made by Mayor Pro Tem Nelson to approve Resolution No. R-2018-63, seconded by Council Member Peterson, motion was approved on a 5-0 vote.

- 9D. Consider action to approve Resolution No. R-2018-65 of the City Council of the City of Bastrop, Texas, awarding a contract for annual Concrete Improvements to 304 Construction, LLC attached as Exhibit A, priced according to the bid proposal sheet attached as Exhibit B; authorizing the City Manager to execute all necessary documents; providing for a repealing clause; and establishing an effective date.

Presentation was made by Director of Public Works, Utilities and Leisure Services, Trey Job.

A motion was made by Council Member Rogers to approve Resolution No. R-2018-65, seconded by Council Member Ennis, motion was approved on a 5-0 vote.

- 9H. Conduct a Public Hearing (1st) on the Proposed Ad Valorem Tax Rate for Fiscal Year 2018-2019.

Presentation was made by City Manager, Lynda Humble.

Public hearing was opened.

Public hearing was closed.

- 9K. Consider action and approve Resolution No. R-2018-72 of the City Council of the City of Bastrop, Texas, making determinations regarding certain project-specific Exceptions and/or Exemptions as provided by Emergency Ordinance 2018-1, Section 8 (Temporary Moratorium); and Emergency Ordinance 2018-2, Section 7 (Emergency Drainage Application Rules).

No action taken on the resolution.

A motion was made by Mayor Pro Tem Nelson to suspend the rules regarding backup in the packet in the rules of procedure making this applicable each time this item is brought before Council going forward, seconded by Council Member Peterson, motion was approved on a 5-0 vote.

- 9L. Consider action to approve Resolution No. R-2018-76 of the City Council of the City of Bastrop, Texas approving an Agreement for Automatic Aid Assistance between the City of Bastrop and Bastrop County Emergency Services District Number 2; Attached as Exhibit A; Authorizing the City Manager to execute all necessary documents and establishing an effective date.

Presentation was made by Public Safety Director/Chief of Police, James Altgelt.

A motion was made by Council Member Jones to approve Resolution No. R-2018-76, seconded by Mayor Pro Tem Nelson, motion was approved on a 5-0 vote.

- 9M. Consider action to approve Resolution No. R-2018-73 of the City Council of the City of Bastrop, Texas approving a Professional Services Agreement between the City of Bastrop and Buie & Company for public relations services; attached as Exhibit A; authorizing the City Manager to execute all necessary documents, and establishing an effective date.

Presentation was made by City Manager, Lynda Humble.

A motion was made by Council Member Rogers to approve Resolution No. R-2018-73 not to exceed \$100,000.00, seconded by Council Member Ennis, motion was approved on a 5-0 vote.

- 9N. Consider action to approve Resolution No. R-2018-74 of the City Council of the City of Bastrop, Texas approving a Professional Services Agreement between the City of Bastrop and Simplecity Design, LLC in the amount of One Hundred Seventy-Seven Thousand Five Hundred and 00/100 Dollars (\$176,500.00) for the Update of the City's Zoning and Sign Ordinances; attached as Exhibit A; authorizing the City Manager to execute all necessary documents, and establishing an effective date.

Presentation was made by City Manager, Lynda Humble.

A motion was made by Mayor Pro Tem Nelson to approve Resolution No. R-2018-74 changing Phases 1 through 4 to Parts 1 through 4, seconded by Council Member Rogers, motion was approved on a 5-0 vote.

- 9O. Consider action to approve Resolution No. R-2018-75 of the City Council of the City of Bastrop, Texas approving a Professional Services Agreement between the City of Bastrop and Verdunity, Inc. in the amount of Fifty-Thousand and 00/100 Cents

(\$50,000.00) for a Fiscal Impact Analysis Model, as attached as Exhibit A; authorizing the City Manager to execute all necessary documents; and establishing an effective date.

Presentation was made by City Manager, Lynda Humble.

A motion was made by Council Member Jones to approve Resolution No. R-2018-75 subject to review by the City Attorney and presentation by Verdunity in October, seconded by Mayor Pro Tem Nelson, motion was approved on a 5-0 vote.

EXECUTIVE SESSION

The City Council met at 10:21 p.m. in a closed/executive session pursuant to the Texas Government Code, Chapter 551, et seq, to discuss the following:

- 10A. City Council shall convene into closed executive session pursuant to Section 551.071 of the Texas Government Code to confer with City Attorney regarding legal advice related to the status of the 1445 Interlocal Agreement between the City of Bastrop and Bastrop County for the review of subdivision applications in the City's extraterritorial jurisdiction.

The Bastrop City Council reconvened at 11:12 p.m. into open (public) session.

TAKE ANY NECESSARY OR APPROPRIATE ACTION ON MATTERS POSTED FOR CONSIDERATION IN CLOSED/EXECUTIVE SESSION

No action taken.

ADJOURNMENT

Adjourned at 11:13 p.m. without objection.

APPROVED:

Mayor Connie B. Schroeder

ATTEST:

City Secretary Ann Franklin



STAFF REPORT

MEETING DATE: September 11, 2018

AGENDA ITEM: 9A

TITLE:

Discuss and consider action to approve Resolution No. R-2018-88 of the City Council of the City of Bastrop, Texas, regarding the Texas Municipal League Intergovernmental Risk Pool Board of Trustees election voting for Places 11-14 of the Board of Trustees; establishing a repealing clause; and establishing an effective date.

STAFF REPRESENTATIVE:

Lynda Humble, City Manager

BACKGROUND/HISTORY:

Each member of the Texas Municipal League Intergovernmental Risk Pool is entitled to vote for Board of Trustee members. There is only one vote per candidate for each place allowed.

The places and candidates up for election are:

Place 11

Dietrich von Biedenfeld
Randy Criswell
Rick A. Schroder

Place 12

Bert Lumbreras
Kimberly Meisner
Jana Traxler
Robert D. Wilson, Jr.

Place 13

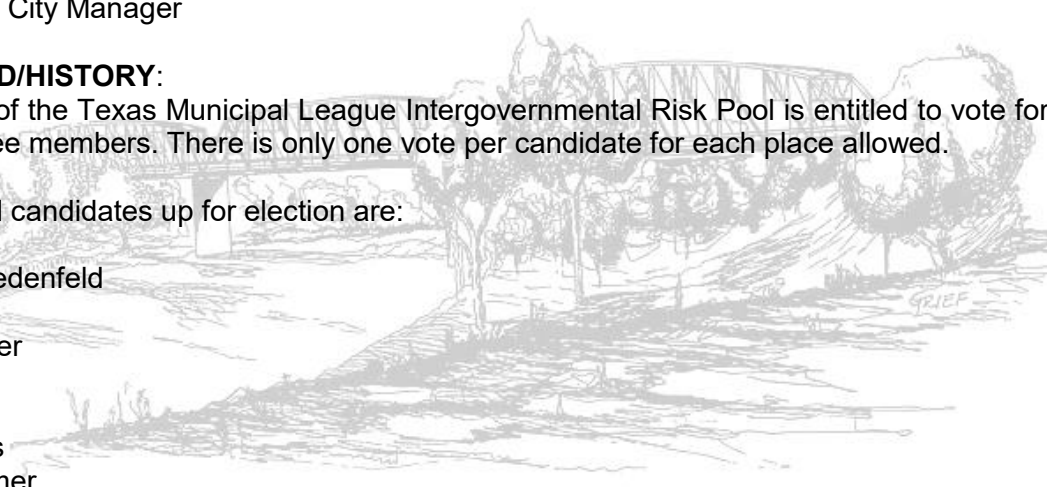
Byron Black
Mike Jones

Place 14

Bert Echterling
David J. Harris
David Rutledge

ATTACHMENTS:

Election Ballot



RESOLUTION NO. R-2018-88

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS REGARDING THE TEXAS MUNICIPAL LEAGUE INTERGOVERNMENTAL RISK POOL BOARD OF TRUSTEES ELECTION VOTING FOR PLACES 11-14 OF THE BOARD OF TRUSTEES; ESTABLISHING A REPEALING CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City of Bastrop is a member of the Texas Municipal League Intergovernmental Risk Pool; and

WHEREAS, each Member of the Pool is entitled to vote for Board of Trustee members, including one vote for each place on the ballot; and

WHEREAS, the City of Bastrop met in open session to consider the casting of the votes to which they are entitled.

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

Section 1: That the City of Bastrop does hereby cast votes for the following person or persons to the Texas Municipal League Intergovernmental Risk Pool Board of Trustees for a six-year term by placing an "X" in the box beside the chosen candidate's name:

Place 11

- Dietrich von Biedenfeld
- Randy Criswell
- Rick A. Schroder

Place 12

- Bert Lumbreras
- Kimberly Meisner
- Jana Traxler
- Robert D. Wilson, Jr.

Place 13

- Byron Black
- Mike Jones

Place 14

Bert Echterling

David J. Harris

David Rutledge

Section 2: The City Secretary is hereby instructed to submit this resolution to the office of David Reagan, Secretary of the Board, no later than September 30, 2018.

Section 3: That this Resolution shall take effect immediately upon its passage, and it is so resolved.

DULY RESOLVED AND ADOPTED by the City Council of the City of Bastrop this 11th day of September 2018.

APPROVED:

Connie B. Schroeder, Mayor

ATTEST:

Ann Franklin, City Secretary

APPROVED AS TO FORM:

Alan Bojorquez, City Attorney

OFFICIAL BALLOT

Texas Municipal League Intergovernmental Risk Pool Board of Trustees Election

This is the official ballot for the election of Places 11 – 14 of the Board of Trustees for the Texas Municipal League Intergovernmental Risk Pool. Each Member of the Pool is entitled to vote for Board of Trustee members. Please record your organization's choices by placing an "X" in the square beside the candidate's name or writing in the name of an eligible person in the space provided. You can only vote for one candidate for each place.

The officials listed on this ballot have been nominated to serve a six-year term on the TML Intergovernmental Risk Pool (Workers' Compensation, Property and Liability) Board of Trustees. The names of the candidates for each Place on the Board of Trustees are listed in alphabetical order on this ballot.

Ballots must reach the office of David Reagan, Secretary of the Board, no later than September 30, 2018. Ballots received after September 30, 2018, cannot be counted. **The ballot must be properly signed and all pages of the ballot must be mailed to: Trustee Election, David Reagan, Secretary of the Board, P.O. Box 149194, Austin, Texas 78714-9194. If the ballot is not signed, it will not be counted.**

PLACE 11

- Dietrich von Biedenfeld.** Alderman for the City of West Columbia (Region 14) since May 2012. Mr. Biedenfeld teaches at the Marilyn Davies College of Business at the University of Houston – Downtown and is a VA-accredited attorney. He serves as Chair of the Dispute Resolution Committee and past Chair of the Public Contract Law Committee for the American Bar Association Young Lawyer Division. He is also President of the Brazoria County Cities Association. Mr. Biedenfeld is a member of the International Association of Emergency Managers, Federal Bar Association, NIGP: The Institute for Public Procurement, and U.S. Green Building Council. He is also a member of the Columbia Historical and Brazoria County Heritage Museums.

- Randy Criswell (Incumbent).** City Manager for the City of Canyon (Region 2) since 2008. Mr. Criswell has served on the TML Risk Pool Board of Trustees since 2015 and currently serves as Chair of the Underwriting and Claims Committee. He has been in public service for 28 years, with nearly 24 years as an employee of the City of Canyon. Mr. Criswell has a Bachelor of Science degree from Texas Tech University, is an active member of TCMA, having served multiple terms on the Board of Directors and Committees. He has served as the TCMA Affiliate Representative on the TML Board of Directors, is a member of ICMA, and is a Certified Public Manager.

- Rick A. Schroder.** City Administrator for the City of Helotes (Region 7) since September 2008. Mr. Schroder also serves as the Executive Director for the Helotes Economic Development Corporation (EDC). Prior to his tenure as City Administrator, Rick was employed by the EDC as the Economic Development Specialist from 2006 to 2008. He graduated Magna Cum Laude from Trinity University in 2004 with a degree in Political Science, and he earned a Master of Public Service and Administration in 2006 from the George H.W. Bush School of Government and Public Service at Texas A&M University. During his coursework, he worked for a variety of public and private organizations, primarily focused on public service and government relations.

WRITE IN CANDIDATE:

PLACE 12

- Bert Lumbreras.** City Manager for the City of San Marcos, Texas (Region 10). Bert Lumbreras has 37 years of experience as a City Manager or an Assistant City Manager in seven Texas communities, including Austin and Waco. He currently serves as the International City/County Management Association Mountain Plains Vice President and previously served on the Board of Directors of the Texas City Management Association from 2010-2014, including President in 2012. He has a Bachelor's Degree in Political Science, with a concentration in Public Administration, and a minor in Geography and Urban Planning from Southwest Texas State University.

- Kimberly Meisner.** Executive Director of General Operations for the City of Kerrville (Region 7), overseeing Human Resources, Municipal Court, Public Library, and Public Information. Ms. Meisner has over 21 years of public service, which includes serving the Cities of Kerrville and La Porte. She earned a Master's degree in Public Administration from U.T.–Arlington and a Bachelor's degree in Human Resource Management from Columbia Southern University. She is a member of the TCMA, International Public Management Association for Human Resources (IPMA-HR), Society for Human Resource Management (SHRM), San Antonio Human Resource Management Association, and is a former President of the Bay Area Human Resource Management Association. She is an IPMA-HR Senior Certified Professional and a SHRM Certified Professional.

- Jana Traxler.** Human Resources Director and Risk Manager for the City of Murphy, Texas (Region 13). Jana Traxler is a municipal Human Resources Executive who is committed to being a strategic partner in municipal management, an employee advocate and a change agent. She has experience working in both local and state governments as well as experience working under a state funded contract with Hewlett Packard Enterprise Services. Prior to relocating to Murphy, Texas, she held the position of the Human Resources Labor Relations Officer for Shawnee County, Kansas. She is a graduate of the Villanova University Masters in Human Resource Development program and holds the Senior Professional in Human Resources designation.

- Robert D. Wilson, Jr.** Board of Directors of the Post Oak Savannah Ground Conservation District in Milano, Texas (Region 10) for the last four years. Robert Wilson has also served on the Board of Directors for the Southwest Milam Water Supply Corporation for the past 13 years, and currently is the President. Mr. Wilson graduated from the University of Minnesota, majoring in mathematics. He was a Captain in the US Army, 1964-1968, and served in Viet Nam. He spent over 40 years in Commercial Banking, with the last 15 as Branch President of Citizens National Bank in Rockdale, Texas. Mr. Wilson has served on numerous local boards and organizations, volunteering his time to assist and improve the quality of life in Rockdale over the past 15 years. He is active in his church as a Sunday School Teacher, Deacon, and Treasurer.

WRITE IN CANDIDATE:

PLACE 13

- Byron Black.** (Incumbent). Board Chair, Central Appraisal District of Johnson County (Region 8). He served as Mayor of Burleson from 1998-2004, previously serving as mayor pro tem and as a Councilmember. He currently serves as Chair of the Impact Fee Committee for the City of Burleson. Mr. Black is a past board member of the Area Metro Ambulance Authority Board. He was a member of the Burleson Independent School District Board for 12 years, nine as President, and served as president of TASB. Mr. Black has served as a Board member of the TML Intergovernmental Risk Pool since 2000, serving as Vice-Chair and Chair.

- Mike Jones.** Chief Appraiser/Chief Administrator of the Fannin Central Appraisal District in Bonham, Texas (Region 13). His service in the property tax profession began in February, 2006 after serving a 20-year career in the United States Air Force. He holds a Bachelor of Science in Occupational Education from Wayland Baptist University. His professional credentials include the Registered Professional Appraiser and Registered Texas Assessor/Collector Designations, a Certified Tax Administrator from the Institute of Certified Tax Administrators and a Certified Chief Appraiser from the Texas Association of Appraisal Districts and the Texas Association of Assessing Officers.

WRITE IN CANDIDATE:

PLACE 14

- Bert Echterling.** Mayor for the City of Robinson (Region 9) since 2015. Mr. Echterling has served as a council member for Robinson since 2006. He serves on the McLennan County Park Committee and on the Robinson Campus Improvement Committee. He is a past Board Member for the Robinson Economic Development Committee and the Robinson Chamber of Commerce. He was born and raised in Robinson, graduated from Robinson High School, and attended McLennan Community College. In 1996, he joined the family business, Echterling Builders, which he has owned since.

- David J. Harris.** City Administrator for the City of Balcones Heights (Region 7) since 2014. Mr. Harris began his local government career in 1996 at Bexar County and has served 18 years in leadership of the cities of Hill Country Village (City Administrator), Schertz (Assistant City Manager), and Alamo Heights (Interim Director). He serves as Immediate Past President and on the Board of the Texas City Management Association, Secretary of TML Region 7, President of Alamo Heights Rotary Club. Mr. Harris received his BA in American Studies from Whitworth University and a MS in Urban Administration from Trinity University. He is an ICMA Credentialed Manager and a member of TCMA and ICMA.

- David Rutledge.** Mayor of Bridge City (Region 16) since 2016, re-elected to a second term this past May, previously served as council member from 2005-2010 (term-limited), again in 2015, and is a representative on the Southeast Texas Regional Planning Commission (COG). Active in TML, he has been recognized as a Certified Municipal Official (CMO) the previous three years, is Vice President of TML Region 16, and serves on the TML Municipal Advocacy Committee and the Municipal Policy Summit. A mechanical engineer by profession from Lamar University in Beaumont, he serves on that university's Mechanical Engineering Advisory Council.

WRITE IN CANDIDATE:

Certificate

I certify that the vote cast above has been cast in accordance with the will of the majority of the governing body of the public entity named below.

Witness my hand, this _____ day of _____, 2018.

Signature of Authorized Official

Title

Printed Name of Authorized Official

Printed Name of Political Entity



STAFF REPORT

MEETING DATE: September 11, 2018

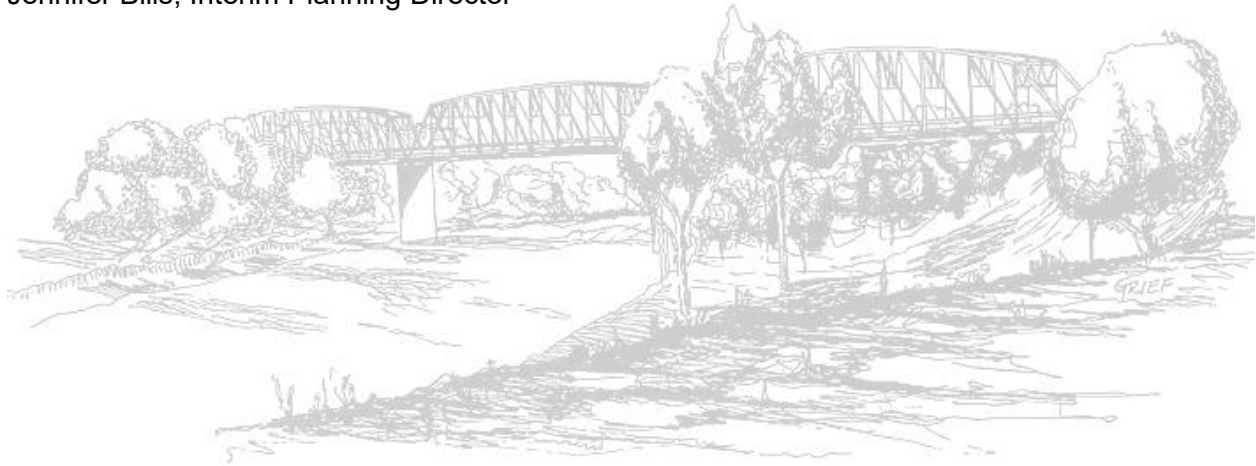
AGENDA ITEM: 9B

TITLE:

Consider action to approve Resolution No. R-2018-87 of the City Council of the City of Bastrop, Texas, making determinations regarding certain project-specific Exceptions and/or Exemptions as provided by Emergency Ordinance 2018-1, Section 8 (Temporary Moratorium); and Emergency Ordinance 2018-2, Section 7 (Emergency Drainage Application Rules).

STAFF REPRESENTATIVE:

Jennifer Bills, Interim Planning Director





STAFF REPORT

MEETING DATE: September 11, 2018

ITEM: 9C

TITLE:

Hold public hearing and consider action to approve Resolution No. R-2018-84 of the City Council of the City of Bastrop, Texas, approving the Replat of Lot 12, Piney Ridge Subdivision, Section 3, to be known as Lots 12A and 12B, Piney Ridge Subdivision, Section 3, located at 367 Laura Lane, within the Exteritorial Jurisdiction of Bastrop, Texas, as attached in Exhibit A; providing for a repealing clause; and providing an effective date.

STAFF REPRESENTATIVE:

Jennifer C. Bills, AICP, LEED AP, Interim Planning Director

ITEM DETAILS:

Site Address: 367 Laura Lane (Attachment 1)
Total Acreage: 5.078 acres
Legal Description: Lot 12, Piney Ridge, Section 3

Property Owner: Sara Guera, Michael Greenhalgh and Karen Boda
Agent Contact: DeAnna Brooks, Olson Surveying

Existing Use: One single-family residential structure
Existing Zoning: None, Extraterritorial Jurisdiction
Future Land Use: Rural Residential

BACKGROUND/HISTORY:

The applicant is requesting to subdivide one residential lot into two residential lots. There is one house existing on the lot on the southwest side of the lot.

Streets

The new lot will take access off of Laura Lane, which is a 50 foot ROW, maintained by Bastrop County. No additional right-of-way dedication is required.

Utilities

This area is served by the City of Bastrop Water, Bluebonnet Electric and onsite sewer facilities (septic).

Drainage

Portions of both lots are within the 100-year FEMA floodplain. The replat shows the areas that are outside of the floodplain. Part of the existing structures on Lot 12A are built within the floodplain. On Lot 12B, there is 0.84 acres of buildable space outside of the floodplain. There are no additional public drainage requirements from the additional lot.

PUBLIC NOTIFICATION:

Notifications were mailed to 12 adjacent property owners on August 14, 2018 (Attachment 2). At the time of this report, two comments in favor has been received.

POLICY EXPLANATION:

The local government code requires any residential replats to have a public hearing held by the municipal authority when granting approval. This plat will be reviewed by the Planning & Zoning Commission with a public hearing and at one City Council meeting with a public hearing.

Compliance with the Emergency Ordinance No. 2018-1 and 2018-2

This project meets the requirements for an Exemptions under both Emergency Ordinances. The application for replat was received prior to August 14, 2018, so this project is considered a Grandfathered Project as it continues to receive approvals in accordance with Chapter 245 of the Texas Local Government Code.

Compliance with 2036 Comprehensive Plan:

- Future Land Use Plan – Rural Residential: The Rural Residential character area is for lands that are, and will continue to be, sparsely populated and largely undeveloped. Primarily found on the City's periphery, this area is characterized by large lot single-family residences, as well as agriculture, ranching, silviculture, and natural landscape. Unlike the Parks and Open Space character area, Rural Residential areas which retain a pastoral setting have not always been set aside for conservation or public use, but may eventually be subject to subdivision, and/or conversion to agricultural or other similar uses.

The two lots are within the ETJ and are in an area with large lot residential. The sizes of the lots are 1.077 and 4.00 acres.

Local Government Code

- Sec. 212.002. Rules.

After a public hearing on the matter, the governing body of a municipality may adopt rules governing plats and subdivisions of land within the municipality's jurisdiction to promote the health, safety, morals, or general welfare of the municipality and the safe, orderly, and healthful development of the municipality.

Bastrop adopted subdivision regulations in 1981. The Code of Ordinances, Chapter 10 – Subdivisions outlines the requirements for plats within the Bastrop city limits and Extra Territorial Jurisdiction (ETJ).

- Sec. 212.014. Replatting without Vacating Preceding Plat.

A replat of a subdivision or part of a subdivision may be recorded and is controlling over the preceding plat without vacation of that plat if the replat:

- (1) is signed and acknowledged by only the owners of the property being replatted;
- (2) is approved, after a public hearing on the matter at which parties in interest and citizens have an opportunity to be heard, by the municipal authority responsible for approving plats; and
- (3) does not attempt to amend or remove any covenants or restrictions.

The proposed replat meets all of the requirements above.

- Sec. 212.010. Standards for Approval

(a) The municipal authority responsible for approving plats shall approve a plat if:

- (1) it conforms to the general plan of the municipality and its current and future streets, alleys, parks, playgrounds, and public utility facilities;

The residential replat conforms to the Future Land Use Plan, which is designated Rural Residential for this area.

- (2) it conforms to the general plan for the extension of the municipality and its roads, streets, and public highways within the municipality and in its extraterritorial

jurisdiction, taking into account access to and extension of sewer and water mains and the instrumentalities of public utilities;

The plat conforms to the adopted Transportation Master Plan. The additional lot will not create an additional traffic burden to the current infrastructure

- (3) a bond required under Section 212.0106, if applicable, is filed with the municipality; and

No bond is required as no new public infrastructure is required.

- (4) it conforms to any rules adopted under Section 212.002.

The replat complies with the requirements of the adopted Subdivision Ordinance.

Code of Ordinances Chapter 10 – Subdivisions

- Section 4.30 – Standard Procedure – Short Form Procedure

4.30.1. The subdivider shall submit a replat of the entire area being subdivided. Prior to the plat being placed before the Commission for consideration, the plat must be accepted as administratively complete by the Director of Planning and Development. A plat that contains the detailed information set forth in paragraphs 4.30.1-3 is considered administratively complete.

Planning and Engineering staff have reviewed the Piney Ridge Subdivision, Section 3, Lot 12A and Lot 12B, a Replat of Piney Ridge Subdivision, Section 3, Lot 12 for compliance with subdivision and utility standards and have deemed the plat administratively complete.

PLANNING & ZONING COMMISSION REPORT:

The P&Z recommended approval of the replat for Lot 12 of Piney Ridge, Section 3 by a vote of 5-0.

The Commission asked a question about the buildable area of Lot 12B. Staff responded that the lot would have 0.84 acres of buildable space. The minimum size to include a septic system on site in the Subdivision Ordinance is 0.60 acres.

RECOMMENDATION:

Hold a public hearing and consider action to approve Resolution No. R-2018-84 of the City Council of the City of Bastrop, Texas, approving the Replat of Lot 12, Piney Ridge Subdivision, Section 3, to be known as Lots 12A and 12B, Piney Ridge Subdivision, Section 3, located at 367 Laura Lane, within the Exterior Jurisdiction of Bastrop, Texas, as attached in Exhibit A; providing for a repealing clause; and providing an effective date.

ATTACHMENTS:

Resolution

Exhibit A: Piney Ridge Section 3, Lots 12A & 12B Replat

Attachment 1: Location Map

Attachment 2: Surrounding Property Notification

RESOLUTION NO. R-2018-84

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, APPROVING THE REPLAT OF LOT 12, PINEY RIDGE SUBDIVISION, SECTION 3, TO BE KNOWN AS LOTS 12A AND 12B, PINEY RIDGE SUBDIVISION, SECTION 3, LOCATED AT 367 LAURA LANE, WITHIN THE EXTERITORIAL JURISDICTION OF BASTROP, TEXAS, AS ATTACHED IN EXHIBIT A; PROVIDING FOR A REPEALING CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, pursuant to the Texas Local Government Code Section 212 and the City of Bastrop Subdivision Ordinance, the City Council is required to take action regarding certain plats; and

WHEREAS, Sara Guera, Michael Greenhalgh and Karen Boda (“the Applicants”) have submitted a Replat for Lot 12 of the Piney Ridge Subdivision, Section 3, a residential subdivision; and

WHEREAS, the Replat is consistent with the Comprehensive Plan designation of Rural Residential; and

WHEREAS, a public hearing was held and the replat for Lot 12 of the Piney Ridge Subdivision, Section 3, was recommended for approval by the Planning & Zoning Commission on August 30, 2018; and

WHEREAS, the Bastrop Planning and Engineering Departments have reviewed the above-referenced final plat and found it is in compliance with the Subdivision Ordinance, and the Texas Local Government Code Section 212 governing replats; and

WHEREAS, notice of the subdivision were sent in accordance with the Subdivision Ordinance to notify the public.

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

Section 1: The Replat Plat known as Piney Ridge Subdivision, Section 3, Lot 12A and 12B, previously Lot 12, of the Piney Ridge Subdivision, Section 3, located at 367 Laura Lane, within the city limits of Bastrop, Texas is hereby approved for recording, a copy of same being attached hereto as Exhibit “A” and incorporated herein for all purposes.

Section 2: All orders, ordinances, and resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

Section 3: That this Resolution shall take effect immediately upon its passage, and it is so resolved.

DULY RESOLVED AND ADOPTED by the City Council of the City of Bastrop this 11th day of September, 2018.

CITY OF BASTROP, TEXAS

APPROVED:

Connie B. Schroeder, Mayor

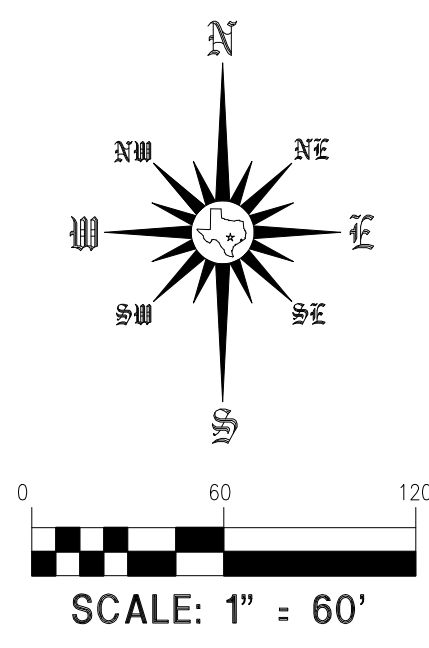
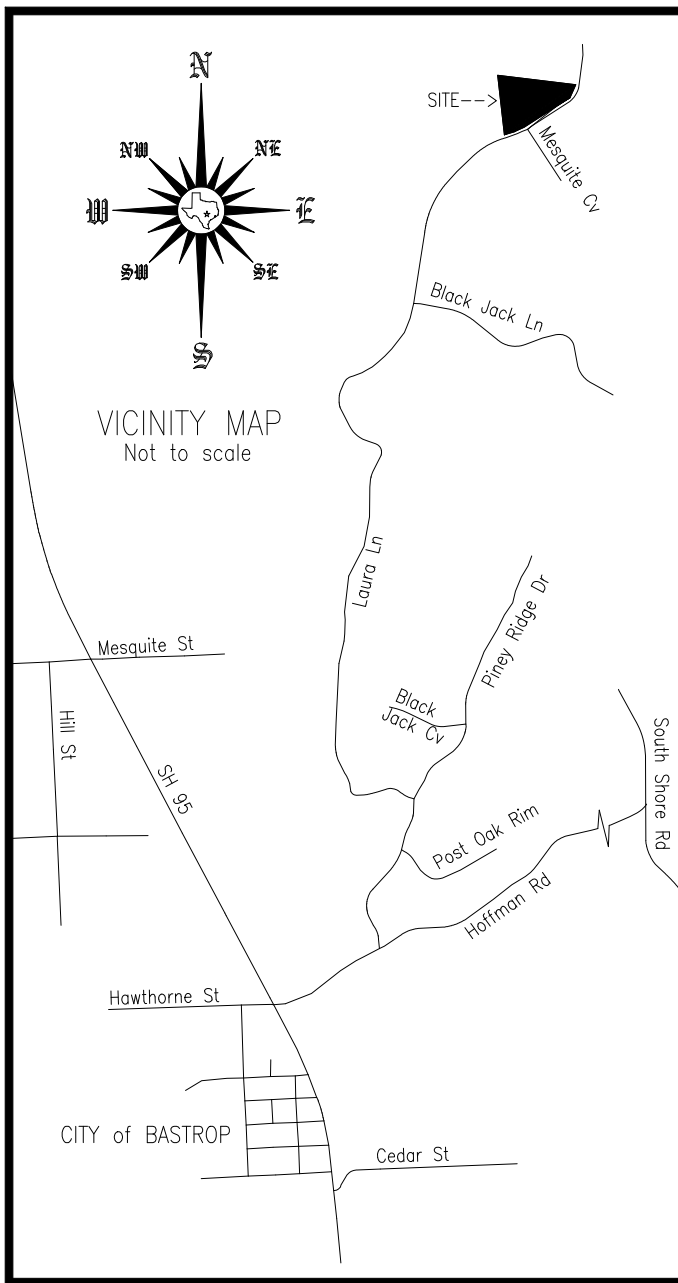
ATTEST:

Ann Franklin, City Secretary

APPROVED AS TO FORM:

Alan Bojorquez, City Attorney

LOT 12A & 12B, REPLAT OF LOT 12, PINEY RIDGE, SECTION 3



- LEGEND**
- IRON ROD FOUND
 - 5/8" IRON ROD SET
 - ▲ FENCE POST
 - UTILITY POLE
 - ⊕ WATER METER
 - x- FENCE LINE
 - e- ELECTRIC LINE
 - BOUNDARY LINE
- EASEMENT ABBREVIATIONS**
- BL BUILDING LINE
 - PUE PUBLIC UTILITY EASEMENT
 - ROW RIGHT OF WAY
 - BEC BLUEBONNET ELECTRIC CO-OP per 292/295
- RESTRICTIONS: 1/12SA BCPR and individual deeds**

COUNTY PLAT NOTES:

1. ALL DRIVEWAYS IN THIS SUBDIVISION MUST BE CONSTRUCTED TO FACILITATE DRAINAGE ALONG THE ROW. THE DEVELOPER AND/OR PROPERTY OWNER SHALL BE RESPONSIBLE FOR INSTALLATION AND MAINTENANCE OF DRIVEWAYS IN ACCORDANCE WITH BASTROP COUNTY SPECIFICATIONS, WHICH MAY INCLUDE CULVERT PIPE INSTALLATION. A PERMIT MUST BE OBTAINED FROM BASTROP COUNTY PRIOR TO THE CREATION OF A DRIVEWAY.
2. ALL ADDRESSING (STREET NAMES AND NUMBERS) FOR INDIVIDUAL LOTS MUST BE ASSIGNED BY THE BASTROP COUNTY 9-1-1 ADDRESSING COORDINATOR AT THE BASTROP COUNTY DEVELOPMENT SERVICES DEPARTMENT.
3. PROPERTY IN THIS SUBDIVISION SHALL BE DEVELOPED IN ACCORDANCE WITH ALL APPLICABLE FEDERAL, STATE, AND LOCAL REGULATIONS INCLUDING BUT NOT LIMITED TO: BASTROP COUNTY 9-1-1 ADDRESSING ASSIGNMENT, DRIVEWAY/CULVERT, DEVELOPMENT, FLOODPLAIN, ON-SITE SEWAGE FACILITY AND LOST PINES HABITAT CONSERVATION PLAN. COUNTY PERMITS ARE TO BE OBTAINED AND ISSUED THROUGH BASTROP COUNTY DEVELOPMENT SERVICES DEPARTMENT.
4. THE OWNER OF THIS SUBDIVISION, AND HIS/HER SUCCESSORS AND ASSIGNS, ASSUMES RESPONSIBILITY FOR PLANS AND CONSTRUCTION OF SUBDIVISION IMPROVEMENTS WHICH COMPLY WITH APPLICABLE REGULATIONS AND REQUIREMENTS OF BASTROP COUNTY. THE OWNER UNDERSTANDS AND ACKNOWLEDGES THAT PLAT VACATIONS OR RE-PLATING MAY BE REQUIRED, AT THE OWNER'S SOLE EXPENSE, IF PLANS TO CONSTRUCT THIS SUBDIVISION DO NOT COMPLY WITH SUCH REGULATIONS AND REQUIREMENTS.
5. THIS PROJECT IS LOCATED WITHIN THE AREA OF "KNOWN AND POTENTIAL HABITAT" OF THE ENDANGERED HOUSTON TOAD AS DETERMINED BY THE U.S. FISH AND WILDLIFE SERVICE AS AUTHORIZED UNDER BASTROP COUNTY'S FEDERAL FISH AND WILDLIFE-ISSUED ENDANGERED SPECIES-INCIDENTAL TAKE PERMIT NUMBER TE-113500-0. PROPERTY OWNERS SHOULD CONTACT THE LOST PINES HABITAT CONSERVATION PLAN (LPHCP) ADMINISTRATOR AT THE BASTROP COUNTY DEVELOPMENT SERVICES DEPARTMENT PRIOR TO ANY DEVELOPMENT ACTIVITY.
6. SINCE NO FURTHER FRAGMENTATION OF POTENTIAL HOUSTON TOAD HABITAT OCCURS FROM THIS SUBDIVISION, IT HAS NO EFFECT TO THE LPHCP.
9. ACCORDING TO THE LPHCP, A SUBDIVISION PLAT RECORDED AFTER OCTOBER 1, 2003 THAT DOES NOT COMPLY WITH THE CONSERVATION SUBDIVISION DEVELOPMENT GUIDELINES DESCRIBED IN THE PLAN DOES NOT COVER INCIDENTAL TAKE OF THE HOUSTON TOAD RESULTING FROM THE CONSTRUCTION OF SINGLE-FAMILY RESIDENCES. THESE TRACTS DO NOT MEET THE REQUIREMENTS SET FORTH IN THE CONSERVATION SUBDIVISION GUIDELINES, AND THIS CANNOT BE DEVELOPED AS A CONSERVATION SUBDIVISION. AS A RESULT, ANY DEVELOPMENT APPLICATION RECEIVED FOR THESE PLATTED LOTS WILL BE REFERRED TO THE US FISH AND WILDLIFE SERVICE FOR INDIVIDUAL CONSULTATION.
8. THIS SUBDIVISION LIES WITHIN THE CITY OF BASTROP STATUTORY ETJ, AS DESIGNATED BY INTERLOCAL AGREEMENT OF RECORD FILED IN VOLUME 1603, PAGE 527, OFFICIAL PUBLIC RECORDS OF BASTROP COUNTY, TEXAS.

INDIVIDUAL ON-SITE SEWAGE FACILITY DESIGNS MUST BE SUBMITTED FOR APPROVAL FOR EACH LOT AND BUILT TO TEXAS COMMISSION ON ENVIRONMENTAL QUALITY (TCEQ) RULES AND THE REQUIREMENTS OF THE BASTROP COUNTY ORDER FOR ON-SITE SEWAGE FACILITIES PRIOR TO OCCUPATION OF THE RESIDENCE. NO LOT IN THIS SUBDIVISION SHALL BE OCCUPIED UNTIL CONNECTED TO THE APPROVED WATER DISTRIBUTION SYSTEM AND WASTEWATER SYSTEM.

CITY NOTES:

1. WATER SERVICE IS PROVIDED BY CITY OF BASTROP
2. WASTEWATER SERVICE IS PROVIDED BY ON-SITE SEWER.
3. ELECTRIC SERVICE IS PROVIDED BY THE BLUEBONNET ELECTRIC.
4. ALL SUBDIVISION PERMITS SHALL CONFORM TO THE CITY OF BASTROP CODE OF ORDINANCES, CONSTRUCTION STANDARDS, AND GENERALLY ACCEPTED ENGINEERING PRACTICES.
5. CONSTRUCTION PLANS AND SPECIFICATIONS FOR ALL SUBDIVISION IMPROVEMENTS SHALL BE REVIEWED AND ACCEPTED BY THE CITY OF BASTROP PRIOR TO ANY CONSTRUCTION WITHIN THE SUBDIVISION.
6. THE OWNER OF THIS SUBDIVISION, AND HIS OR HER SUCCESSORS AND ASSIGNS, ASSUMES SOLE RESPONSIBILITY FOR PLANS FOR CONSTRUCTION OF SUBDIVISION IMPROVEMENTS WHICH COMPLY WITH APPLICABLE CODES AND REQUIREMENTS OF THE CITY OF BASTROP. THE OWNER UNDERSTANDS AND ACKNOWLEDGES THAT PLAT VACATION OR RE-PLATING MAY BE REQUIRED, AT THE OWNER'S SOLE EXPENSE, IF PLANS TO CONSTRUCT THIS SUBDIVISION DO NOT COMPLY WITH SUCH CODES AND REQUIREMENTS.
7. BY APPROVING THIS PLAT, THE CITY OF BASTROP ASSUMES NO OBLIGATION TO CONSTRUCT ANY INFRASTRUCTURE IN CONNECTION WITH THIS SUBDIVISION. ANY SUBDIVISION INFRASTRUCTURE REQUIRED FOR THE DEVELOPMENT OF THE LOTS IN THIS SUBDIVISION IS THE SOLE RESPONSIBILITY OF THE DEVELOPER AND/OR THE OWNERS OF THE LOTS. FAILURE TO CONSTRUCT ANY REQUIRED INFRASTRUCTURE TO CITY STANDARDS MAY BE JUST CAUSE FOR THE CITY TO DENY APPLICATIONS FOR CERTAIN DEVELOPMENT PERMITS INCLUDING BUILDING PERMITS, SITE PLAN APPROVALS AND/OR CERTIFICATES OF OCCUPANCY.
8. NO LOT IN THIS SUBDIVISION SHALL BE OCCUPIED UNTIL CONNECTED TO THE APPROVED WATER DISTRIBUTION AND WASTEWATER COLLECTION FACILITIES.
9. WASTEWATER AND WATER SYSTEMS SHALL CONFORM TO TEXAS COMMISSION ON ENVIRONMENTAL QUALITY (TCEQ).
10. DEVELOPER SHALL BE SOLELY RESPONSIBLE FOR ALL RELOCATION AND MODIFICATIONS TO EXISTING UTILITIES.
11. TEMPORARY AND PERMANENT EASEMENTS TO BE PROVIDED, AS REQUIRED AT THE CITY'S SOLE DISCRETION FOR OFF-SITE WATER, WASTEWATER AND DRAINAGE IMPROVEMENTS.
12. AS SHOWN HEREON, A TEN (10) FOOT WIDE PUBLIC UTILITY EASEMENT (P.U.E.) IS HEREBY DEDICATED ADJACENT TO STREET RIGHTS-OF-WAY ON ALL LOTS. A TEN (10) FOOT WIDE P.U.E. IS HEREBY DEDICATED ALONG EACH SIDE AND REAR LOT LINE.
13. PROPERTY OWNER SHALL PROVIDE FOR ACCESS TO ALL EASEMENTS AS MAY BE NECESSARY AND SHALL NOT PROHIBIT ACCESS BY GOVERNMENTAL AUTHORITIES.
14. NO BUILDINGS, FENCES, LANDSCAPING OR OTHER STRUCTURES ARE PERMITTED WITHIN DRAINAGE EASEMENTS SHOWN, EXCEPT AS APPROVED BY THE CITY OF BASTROP AND/OR BASTROP COUNTY.
15. ALL EASEMENTS ON PRIVATE PROPERTY SHALL BE MAINTAINED BY THE PROPERTY OWNER OR HIS OR HER ASSIGNEES.
16. EROSION AND SEDIMENTATION CONTROLS CONSTRUCTED IN ACCORDANCE WITH THE SUBDIVISION ORDINANCE OF THE CITY OF BASTROP ARE REQUIRED FOR ALL CONSTRUCTION ON EACH LOT, INCLUDING SINGLE FAMILY AND DUPLEX CONSTRUCTION.
17. IT IS THE RESPONSIBILITY OF EACH BUILDER TO DESIGN AND CONSTRUCT A SUITABLE GRADING AND DRAINAGE SCHEME WHICH WILL CONVEY SURFACE WATER, WITHOUT PONDING IN THE LOT OR UNDER THE STRUCTURE, FROM HIS STRUCTURE TO THE DRAINAGE SYSTEM CONSTRUCTED BY THE SUBDIVISION DEVELOPER.
18. PUBLIC UTILITY AND DRAINAGE EASEMENTS WHERE SHOWN AND/OR DESCRIBED HEREON ARE INTENDED TO INDICATE AN EASEMENT FOR CONSTRUCTION, OPERATION, AND MAINTENANCE OF PUBLIC UTILITIES AND DRAINAGE WAYS, INCLUDING, BUT NOT LIMITED TO, SANITARY SEWERS, FORCE MAINS, WATER LINES, TELEPHONE SIGNAL CONDUITS, ELECTRIC CONDUCTORS, DRAINAGE PIPES, AND NATURAL GAS LINES.
19. A BASTROP COUNTY DEVELOPMENT PERMIT IS REQUIRED PRIOR TO ANY SITE DEVELOPMENT.
20. BUILDING SETBACKS NOT SHOWN SHALL BE IN ACCORDANCE WITH CITY OF BASTROP SUBDIVISION ORDINANCE.
23. ALL RESTRICTIONS AND NOTES FROM THE PREVIOUS EXISTING SUBDIVISION, PINEY RIDGE, SECTION 3, RECORDED IN PLAT CABINET 1, PAGE 193A, PLAT RECORDS OF BASTROP COUNTY, TEXAS, SHALL APPLY TO THIS PLAT.

STATE OF TEXAS }
 COUNTY OF BASTROP }
 KNOW ALL MEN BY THESE PRESENTS:
 THAT KAREN BODU BEING THE OWNERS OF LOT 12B, PINEY RIDGE, SECTION 3, A SUBDIVISION IN BASTROP COUNTY, TEXAS, RECORDED IN PLAT CABINET 1, PAGE 193A, AND AS RECORDED IN DOCUMENT NO. 201712247 OFFICIAL RECORDS OF BASTROP TEXAS, DO HEREBY AMEND SAID TRACT IN ACCORDANCE WITH THE PLAT SHOWN HEREON, SUBJECT TO ANY EASEMENTS OR RESTRICTIONS HERETOFORE GRANTED, TO BE KNOWN AS:
 LOT 12A & 12B, REPLAT OF LOT 12, PINEY RIDGE, SECTION 3
 AND DO HEREBY DEDICATE TO THE PUBLIC THE USE OF THE STREETS AND EASEMENTS AS SHOWN HEREON.
 WITNESS MY HAND THIS THE ____ DAY OF _____, 201____.

 KAREN BODU
 1905 ALYSSA DR.
 MANHACCA, TEXAS 78652

STATE OF TEXAS }
 COUNTY OF BASTROP }
 BEFORE ME, THE UNDERSIGNED AUTHORITY, ON THIS DAY PERSONALLY APPEARED KAREN BODU KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT SHE EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATIONS THEREIN EXPRESSED.
 GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS THE ____ DAY OF _____, 201____, A.D.

 NOTARY PUBLIC IN AND FOR
 THE STATE OF TEXAS
 SEAL
 PRINTED NAME OF NOTARY / EXPIRES

STATE OF TEXAS }
 COUNTY OF BASTROP }
 KNOW ALL MEN BY THESE PRESENTS:
 THAT SARA A. GUERRA & MICHAEL T. GREENHALGH BEING THE OWNERS OF LOT 12B, PINEY RIDGE, SECTION 3, A SUBDIVISION IN BASTROP COUNTY, TEXAS, RECORDED IN PLAT CABINET 1, PAGE 193A, AND AS RECORDED IN DOCUMENT NO. 200207167 OFFICIAL RECORDS OF BASTROP TEXAS, DO HEREBY AMEND SAID TRACT IN ACCORDANCE WITH THE PLAT SHOWN HEREON, SUBJECT TO ANY EASEMENTS OR RESTRICTIONS HERETOFORE GRANTED, TO BE KNOWN AS:
 LOT 12A & 12B, AMENDING PLAT OF LOT 12, PINEY RIDGE, SECTION 3
 AND DO HEREBY DEDICATE TO THE PUBLIC THE USE OF THE STREETS AND EASEMENTS AS SHOWN HEREON.

WITNESS MY HAND THIS THE ____ DAY OF _____, 201____.

 SARA A. GUERRA
 367 LAURA LN
 BASTROP, TEXAS 78602
 MICHAEL T. GREENHALGH

STATE OF TEXAS }
 COUNTY OF BASTROP }
 BEFORE ME, THE UNDERSIGNED AUTHORITY, ON THIS DAY PERSONALLY APPEARED SARA A. GUERRA & MICHAEL T. GREENHALGH KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE/SHE EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATIONS THEREIN EXPRESSED.
 GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS THE ____ DAY OF _____, 201____, A.D.

 NOTARY PUBLIC IN AND FOR
 THE STATE OF TEXAS
 SEAL
 PRINTED NAME OF NOTARY / EXPIRES

APPROVED THIS DAY _____ OF _____ BY THE CITY COUNCIL OF BASTROP, TEXAS.
 OF _____, 201____, A.D.

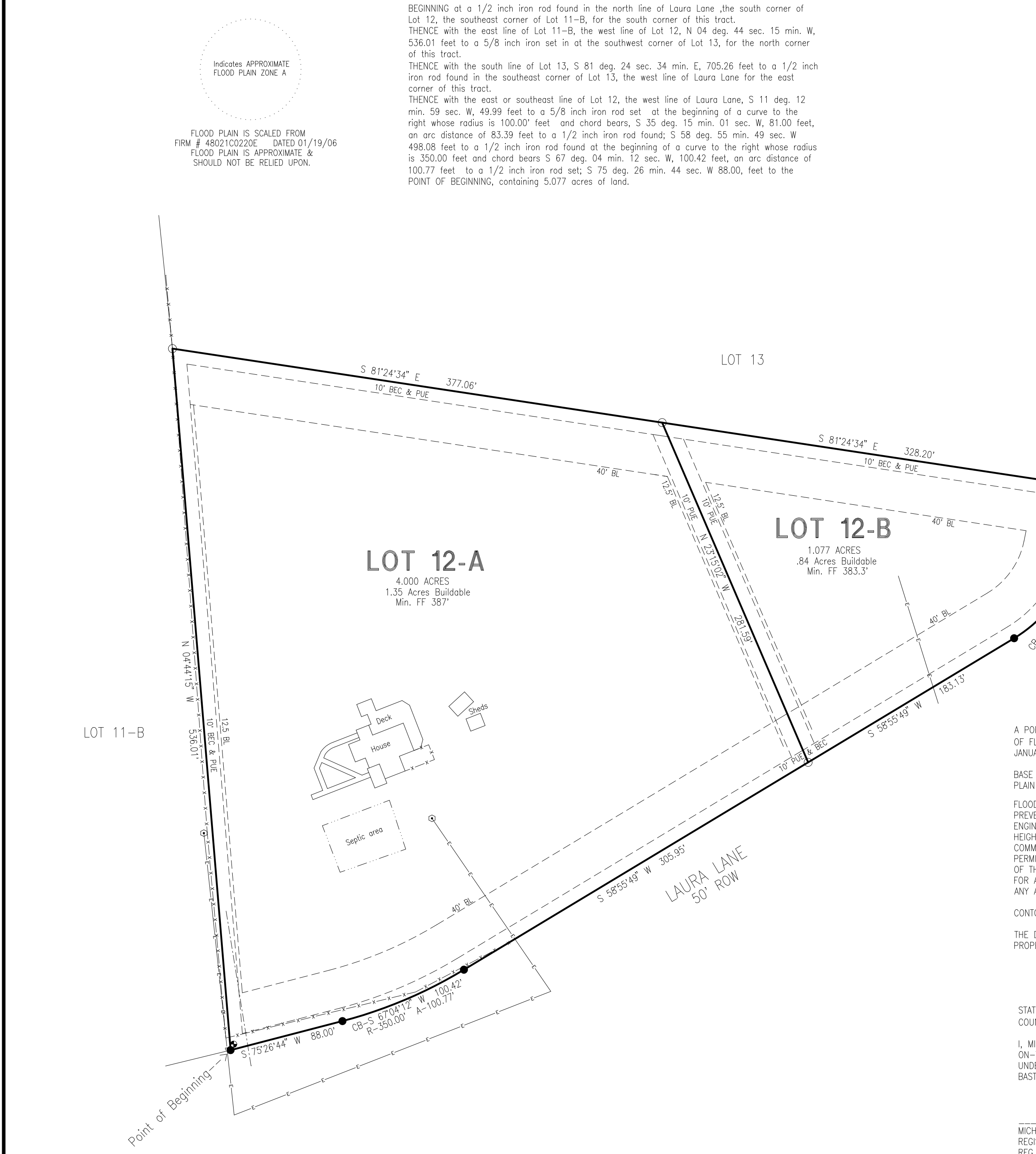
APPROVED: _____ ATTEST:
 CONNIE B. SCHROEDER, MAYOR CITY OF BASTROP, TEXAS CITY SECRETARY,

STATE OF TEXAS }
 COUNTY OF BASTROP }
 I, ROSE PIETSCH, COUNTY CLERK FOR THE COUNTY AND STATE AFORESAID, DO HEREBY CERTIFY THAT THE FOREGOING INSTRUMENT OF WRITING WITH THE CERTIFICATE OF AUTHENTICATION WAS FILED FOR RECORD IN MY OFFICE ON THE ____ DAY OF _____, 201____, A.D. AT 201____, A.D., AT ____ O'CLOCK ____ M., IN THE PLAT RECORDS OF SAID COUNTY IN PLAT CABINET ____.
 PAGE ____ FILED FOR RECORD ON THE ____ DAY OF _____, 201____, A.D.

 ROSE PIETSCH
 COUNTY CLERK
 BASTROP COUNTY, TEXAS
 DEPUTY

STATE OF TEXAS }
 COUNTY OF BASTROP }
 I, MICHAEL D. OLSON, DO HEREBY CERTIFY THAT I PREPARED THIS PLAT FROM AN ACTUAL AND ACCURATE ON-THE-GROUND SURVEY OF THE LAND, AND THAT THE CORNER MONUMENTS SHOWN WERE PROPERLY PLACED, UNDER MY PERSONAL SUPERVISION, IN ACCORDANCE WITH THE SUBDIVISION REGULATIONS OF THE CITY OF BASTROP, TEXAS.

 MICHAEL D. OLSON
 REGISTERED PROFESSIONAL LAND SURVEYOR
 REG. NO. 5386
 711 WATER STREET
 BASTROP, TEXAS 78602
 512-321-5476
 DATE: _____



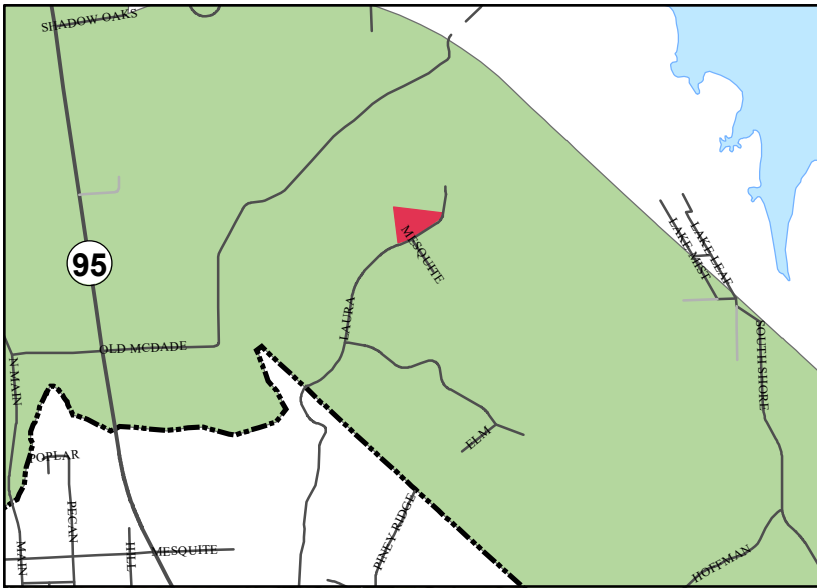
A PORTION OF THIS SUBDIVISION LIES WITHIN THE 100 YEAR SPECIAL FLOOD HAZARD AREA (1% ANNUAL CHANCE OF FLOODING AREA) AS IDENTIFIED BY THE FLOOD INSURANCE RATE MAP, PANEL NO. 4802100220E, EFFECTIVE JANUARY 19, 2006 FOR THE COMMUNITY BASTROP COUNTY, COMMUNITY NUMBER 481193.

BASE FLOOD ELEVATION FOR LOT 12A - 385', LOT 12B - 381.3' AS DETERMINED BY BASTROP COUNTY FLOOD PLAIN ADMINISTRATOR. THIS STATEMENT SHALL NOT CREATE LIABILITY ON THE PART OF THE SURVEYOR.

FLOOD WARNING: THE DEGREE OF FLOOD PROTECTION REQUIRED BY THE BASTROP COUNTY FLOOD DAMAGE PREVENTION ORDER IS CONSIDERED REASONABLE FOR REGULATORY PURPOSES AND IS BASED ON SCIENTIFIC AND ENGINEERING CONSIDERATIONS. ON RARE OCCASIONS, GREATER FLOODS CAN AND WILL OCCUR AND FLOOD HEIGHTS MAY BE INCREASED BY MAN-MADE OR NATURAL CAUSES. ACCEPTANCE OF THIS PLAT BY THE COMMISSIONERS COURT DOES NOT IMPLY THAT LAND OUTSIDE THE AREAS OF SPECIAL FLOOD HAZARDS OR USES PERMITTED WITHIN SUCH AREAS WILL BE FREE FROM FLOODING OR FLOOD DAMAGES. NOR SHALL ACCEPTANCE OF THIS PLAT CREATE LIABILITY ON THE PART OF BASTROP COUNTY OR ANY OFFICIAL OR EMPLOYEE THEREOF FOR ANY FLOOD DAMAGES THAT RESULT FROM RELIANCE ON THE INFORMATION CONTAINED WITHIN THIS PLAT OR ANY ADMINISTRATION DECISION LAWFULLY MADE THEREUNDER.

CONTOUR DATA FROM TOPO DEPOT AND DOES NOT REPRESENT AN ON THE GROUND TOPOGRAPHIC SURVEY.
 THE DEVELOPER, BUILDER, SELLER, OR AGENT SHALL INFORM, IN WRITING, EACH BUYER OF SUBDIVISION LOTS OR PROPERTY LOCATED WITHIN FLOOD HAZARD AREAS THAT SUCH PROPERTY IS AN IDENTIFIED FLOOD HAZARD AREA

REVISED
 7:02 am, Jul 19, 2018



0 40 80 160 Feet

Location Map Residential Replat



The accuracy and precision of this cartographic data is limited and should be used for information /planning purposes only. This data does not replace surveys conducted by registered Texas land surveyors nor does it constitute an "official" verification of zoning, land use classification, or other classification set forth in local, state, or federal regulatory processes. The City of Bastrop, nor any of its employees, do not make any warranty of merchantability and fitness for particular purpose, or assumes any legal liability or responsibility for the accuracy, completeness or usefulness of any such information, nor does it represent that its use would not infringe upon privately owned rights.

Date: 8/10/2018

Notice of Pending Conditional Use Permit Approval
City of Bastrop
Planning & Zoning Commission
And City Council



Dear Property Owner:

The **Planning and Zoning Commission** will conduct a public hearing on **Thursday, August 30, 2018 at 6:00 p.m.** and the **City Council** will conduct a public hearing **Tuesday, September 11, 2018 at 6:30 p.m.** in the **City Hall Council Chambers located at 1311 Chestnut Street, Bastrop, Texas** on the request to approve a residential re-plat for Piney Ridge Section 3 Lot 12 into Piney Ridge Section 3 Lots 12A & 12B located at 367 Laura Lane within the ETJ of Bastrop, Texas.

Applicant/Owner: Olson Surveying Inc.

Address: 367 Laura Lane

Legal Description: Piney Ridge Section 3 Lot 12 into Piney Ridge Section 3 Lots 12A & 12B

The site location map and a letter from the property owner is attached for reference.

As a property owner within 200 feet of the above referenced property, you are being notified of the upcoming meetings per the Bastrop Code of Ordinances. For more information on this project, you can contact the Planning & Development offices at (512) 332-8840, plan@cityofbastrop.org, or visit the office at 1311 Chestnut Street, Bastrop, Texas.

For additional information, please visit or call the Planning & Development offices.

X

PROPERTY OWNER'S RESPONSE

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

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

Property Owner Name: Michael Greenhalgh / Sara Guerra
Property Address: 367 Laura Ln Bastrop TX 78602
Phone (optional): 512-4971130
Mailing Address: 367 Laura Ln Bastrop TX 78602
Email (optional): sguerra11@austin.rr.com
Property Owner's Signature: Michael Greenhalgh
Sara Guerra
Comments: (Optional)

Please provide reply to the address below, via fax (512) 332-8829, or email:
plan@cityofbastrop.org

For: Piney Ridge Replat



PLANNING & DEVELOPMENT

PROPERTY OWNER'S RESPONSE

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

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

Property Owner Name: Yvonne & Ed Pritchard
Property Address: 365 Laura Lane
Phone (optional): _____
Mailing Address: Same
Email (optional): _____
Property Owner's Signature: Yvonne Pritchard

Comments: (Optional)

RECEIVED
AUG 28 2018
By _____

Please provide reply to the address below, via fax (512) 332-8829, or email:
plan@cityofbastrop.org

For: Piney Ridge Replat

RECEIVED
AUG 28 2018

PLANNING & DEVELOPMENT

By _____

1311 Chestnut Street • PO Box 427 • Bastrop, Texas 78602 • 512.332.8840 • www.cityofbastrop.org

Items for Individual Consideration

Public hearing and consider action to approve Resolution No. R-2018-84 of the City Council of the City of Bastrop, Texas, Approving the Replat of Lot 12, Piney Ridge Subdivision, Section 3, to be known as Lots 12A and 12B, Piney Ridge Subdivision, Section 3, located at 367 Laura Lane, within the Exteritorial Jurisdiction of Bastrop, Texas, as attached in Exhibit A; providing for a repealing clause; and providing an effective date.



Request

- The applicant is requesting to replat an existing single-family lot in the Piney Ridge Subdivision into two single-family lots.
- The Texas Local Government requires residential replats to have public hearing and be approved by the municipal authority.



Location

- 367 Laura Lane



Site Information

- After subdivision, the lots will be 1.077 acres and 4.00 acres in size.
- No additional infrastructure requirements are needed for the additional lot.
- Portions of both lots are in the 100-year FEMA floodplain.
 - Buildable area out of the floodplain
 - Lot 12A – 1.35 acres (although existing buildings are within floodplain)
 - Lot 12B – 0.84 acres



Compliance with the Moratorium

- This application was already under review prior to August 14, 2018, so it meets the requirements for an Exception.



Planning & Zoning Commission Report

- The P&Z recommended approval of the replat for Lot 12 of Piney Ridge, Section 3 by a vote of 5-0.
- The Commission asked a question about the buildable are of Lot 12B. Staff responded that the lot would have 0.84 acres of buildable space. The minimum size to include a septic system on site in the Subdivision Ordinance is 0.60 acres.



Recommendation

- Hold a public hearing and consider action to approve Resolution No. R-2018-84 of the City Council of the City of Bastrop, Texas, Approving the Replat of Lot 12, Piney Ridge Subdivision, Section 3, to be known as Lots 12A and 12B, Piney Ridge Subdivision, Section 3, located at 367 Laura Lane, within the Exteritorial Jurisdiction of Bastrop, Texas, as attached in Exhibit A; providing for a repealing clause; and providing an effective date.



Questions?



MEETING DATE: September 11, 2018

AGENDA ITEM: 9D

TITLE:

Consider action to deny Resolution No. R-2018-85 of the City Council of the City of Bastrop, Texas, on the request for a Subdivision Variance to allow the installation of a new on-site sewage facility when the extension of public wastewater line is required for 0.572 acres of Farm Lot 65 East of Main Street, located at 1603 State Highway 95, as shown in Exhibit A; within the city limits of Bastrop, Texas; repealing all conflicting resolutions; and providing an effective date.

STAFF REPRESENTATIVE:

Jennifer C. Bills, AICP, LEED AP, Interim Planning Director

ITEM DETAILS:

Site Address: 1603 Highway 95 (Exhibit A)
 Total Acreage: 0.572 acres
 Legal Description: Farm Lot 65 East of Main Street

Property Owners: Lee Roy and Lossie Peterson
 Agent Contact: Joseph Thompson

Existing Use: Residential
 Existing Zoning: A/OS, Agricultural Open Space
 Future Land Use: Transitional Residential

BACKGROUND/HISTORY:

The applicant has requested a subdivision variance to allow the replacement of an onsite sewer facility (septic) (Attachment 1). The property previously had a single-family home on the lot that was demolished in February 2018, due to damage that was sustained in the 2015 floods. The site had utilized onsite sewer, but with the demolition of the structure, the existing septic was deemed as insufficient for a new structure.

When a site needs a new wastewater system and is within 300 feet of a public wastewater line, the property owner is required to extend the public line to the farthest point of the site and connect to the public sewer system. The property is within approximately 120 feet of a public sewer line, but would be required to run the line approximately 280 feet.

Additionally, the connection point of the public wastewater line at SH 95 and Cedar Street is at least 11 feet deep and there are several large trees in TxDOT right-of-way that will have to be bored under or removed during the installation of the line.



POLICY EXPLANATION:

Compliance with the Emergency Ordinance No. 2018-1 and 2018-2

This project meets the requirements for an Exemptions under both Emergency Ordinances. The application for demolition and the subdivision variance were received prior to August 14, 2018, so this project is considered a Grandfathered Project as it continues to receive approvals in accordance with Chapter 245 of the Texas Local Government Code.

Chapter 10 Subdivision, Section 9 – Variance of the Subdivision Ordinance

When a subdivider can show that a provision of these regulations would cause necessary hardship if strictly adhered to, and where, because of some condition peculiar to the site, and when in the opinion of the City Council, a departure may be made without destroying the intent of such provisions the City Council may authorize a variance.

Chapter 13 – Utilities, Section Sec. 13.04.008 - Development of organized disposal systems requires new and existing subdivisions to provide installation of public wastewater lines when a site is within 300 feet and the existing onsite sewer facility can no longer be used. The lot meets the requirements as “lot of record” as it has existed in the current configuration before April 20, 1981, so it meets the exemption from the requirement to plat under the subdivision section. A subdivision variance can be requested to waive the requirements of the utility extension that are triggered for an existing lot of record.

The requirement for the extension of the public wastewater system is greater than is typical for a single structure, but is not an exceptional requirement.

PLANNING & ZONING COMMISSION REPORT:

The P&Z **recommended approval** of the subdivision variance by a vote of 5-0. The commission considered that the new line would cause an undue hardship, as there are challenges with the depth of the connection, the line would only serve one house, and the surrounding property is large and undeveloped. The future developer for the surrounding tract would have to provide significantly more infrastructure than the applicant, which would provide the future wastewater access to the area.

STAFF RECOMMENDATION:

Consider action to deny Resolution No. R-2018-85 of the City Council of the City of Bastrop, Texas, on a request for a Subdivision Variance to allow the installation of a new on-site sewage facility when the extension of public wastewater line is required for 0.572 acres of Farm Lot 65 East of Main Street, located at 1603 State Highway 95, as shown in Exhibit A; within the city limits of Bastrop, Texas; repealing all conflicting resolutions; and providing an effective date.

ATTACHMENTS:

Resolution

Exhibit A: Location Map

Attachment 1: Letter and Attachments from the Applicant

RESOLUTION NO. R-2018-85

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, ON A REQUEST FOR A SUBDIVISION VARIANCE, TO ALLOW THE INSTALLATION OF A NEW ON-SITE SEWAGE FACILITY WHEN THE EXTENSION OF PUBLIC WASTEWATER LINE IS REQUIRED FOR 0.572 ACRES OF FARM LOT 65 EAST OF MAIN STREET, LOCATED AT 1603 STATE HIGHWAY 95, AS SHOWN IN EXHIBIT A; WITHIN THE CITY LIMITS OF BASTROP, TEXAS; REPEALING ALL CONFLICTING RESOLUTIONS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, pursuant to the City of Bastrop Subdivision Ordinance, Section 9 - Variances, the City Council is able to waive required subdivision regulations when the requirements cause an unnecessary hardship to the subdivider and the variance does not depart from the intent of the code; and

WHEREAS, Lossie Peterson ("the Applicant") has requested a subdivision variance to waive the requirement to build approximately 280 feet of public wastewater line and install a new on-site sewage facility (septic); and

WHEREAS, the property has previously utilized an on-site septic facility that is now inoperable; and

WHEREAS, the line extension is technically feasible and furthers the orderly development of the public wastewater system; and

WHEREAS, at the August 30, 2018 regular meeting, the Planning & Zoning Commission recommended approval of the subdivision variance, finding that the public wastewater improvements cause an unnecessary hardship to the applicant but to disproportionate burden on a single property owner; and

WHEREAS, the City Council finds that the public wastewater improvements (do/do not) cause an unnecessary hardship to the applicant.

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

Section 1. A subdivision variance to waive the requirement to build approximately 280 feet of public wastewater line and install a new on-site sewage facility (septic), for 0.572 acres of Farm Lot 65 East of Main Street, located at 1603 State Highway 95, within the city limits of Bastrop, Texas is hereby approved/denied.

Section 2: All orders, ordinances and resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

Section 3: This ordinance shall take effect upon passage and in accordance with the laws of the State of Texas.

DULY RESOLVED AND ADOPTED by the City Council of the City of Bastrop this 11th day of September, 2018.

CITY OF BASTROP, TEXAS

APPROVED:

Connie B. Schroeder, Mayor

ATTEST:

Ann Franklin, City Secretary

APPROVED AS TO FORM:

Alan Bojorquez, City Attorney



0 15 30 60 Feet

Location Map Subdivision Variance 1603 SH 95



The accuracy and precision of this cartographic data is limited and should be used for information /planning purposes only. This data does not replace surveys conducted by registered Texas land surveyors nor does it constitute an "official" verification of zoning, land use classification, or other classification set forth in local, state, or federal regulatory processes. The City of Bastrop, nor any of its employees, do not make any warranty of merchantability and fitness for particular purpose, or assumes any legal liability or responsibility for the accuracy, completeness or usefulness of any such information, nor does it represent that its use would not infringe upon privately owned rights.

Date: 8/14/2018

Proposed construction of OSSF at 1603 SH 95

Project will consist of the construction and installation of a septic system for the proposed new home construction at 1603 SH 95 Bastrop 78602.

The property is owned in care of Lossie Peterson who has solely managed the property for a period of approximately 5 years, and lived on the property her entire life. She was born in 1952. The home was built by her family in 1943.

Development of new residence and necessary utilities

During the floods of 2015, the property and home where Ms. Peterson had resided were flooded and damaged to the extent they were uninhabitable. Ultimately the home which Lossie had lived in since birth had to be demolished.

She has been displaced from her home since that time. She entered into the process of purchasing a home to place on the property nearly two years ago. Due to multiple hurdles and hardships outside of her control, Lossie is still displaced from her childhood family home.

Upon acquisition of Ms. Peterson's file at my office we determined that there were several matters that needed to be addressed before she could once again reside at 1603 SH 95. The least concerning included the financing of a home, and feasibility of the location. The site will easily accept placement of a new manufactured or modular home. Additionally, we know that public water and electricity are also available.

The immediate and most egregious challenge is the lack of access to sewage and wastewater management. Ms. Peterson's property is zoned Open Space/Agricultural Use. It has been the site of a single family residence since 1943 until the aforementioned flood and subsequent, necessary demolition of the family residence. Ms. Peterson has been the sole caretaker, tax payer of the home since 2013. She desires to continue to live out the rest of her life at this property.

Analysis

While the property currently has an aged septic system, it is unsuitable for use. The nearest city sewer line is 300 ft from the residential access point. The feasibility and practicality of constructing a sewer line is minimal at best. The line is at a depth of 11' and would require the removal of two large trees located in the TxDOT ROW. The project is an estimated cost of \$30,000 to \$40,000, a cost that will fall solely to the property owner. As a single female and retired disabled veteran, a cost of this caliber would be financially impossible for Ms. Peterson. The impact would be devastating to her livelihood. Installation of a sewer line at the required depth and length is a significant and invasive construction project. Disruption of the surrounding natural areas, including trees and fields is a concern. Impact on the public is an additional concern as well, due to construction noise and traffic impediment regarding the immediate proximity to SH 95. What is most apparent in the analysis of the construction plans is the discernibly exorbitant and unnecessary nature of the project.

Execution of proposal

In coordination with an engineer and contractor we will be able to complete the installation of a septic system in a substantially shorter time frame in comparison to construction of a 300'

sewer line extension. The installation of a septic system can be completed alongside installation and construction of the home. This will allow Ms. Peterson to return to her homestead as soon as possible.

Alternately the requirements of engineering and construction inclusive of exorbitant cost will delay the construction of a 300' sewer line indefinitely. Disallowing a variance for installation of a septic will create a situation that is detrimental to the well being and livelihood of not only one Bastrop resident but in fact, the entire community. Allowing the construction of septic and home is a viable and fiscally appropriate solution. Requiring the extension and construction of a sewer line means that Ms. Peterson will not be able to reside on the land that has been in her family for nearly 100 years. Without the property under her care and management it is at risk of deterioration, resulting in loss of value.

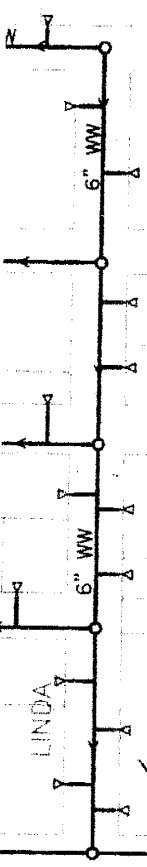
Conclusion

For the betterment of the community, the support of its long time residents, their financial and emotional wellbeing, it's clear that issuing a variance for the construction of an OSSF is the solution. Fiscal responsibility is always a primary concern of governmental bodies. Surely the Bastrop City Counsel would agree to set that example and pass that attitude of logic and reasoning on to its citizens as well

HOFFMAN ROAD

U.S. HIGHWAY 95

CEDAR ST.



1603 Hwy 95

~ SITE

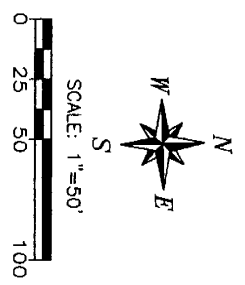
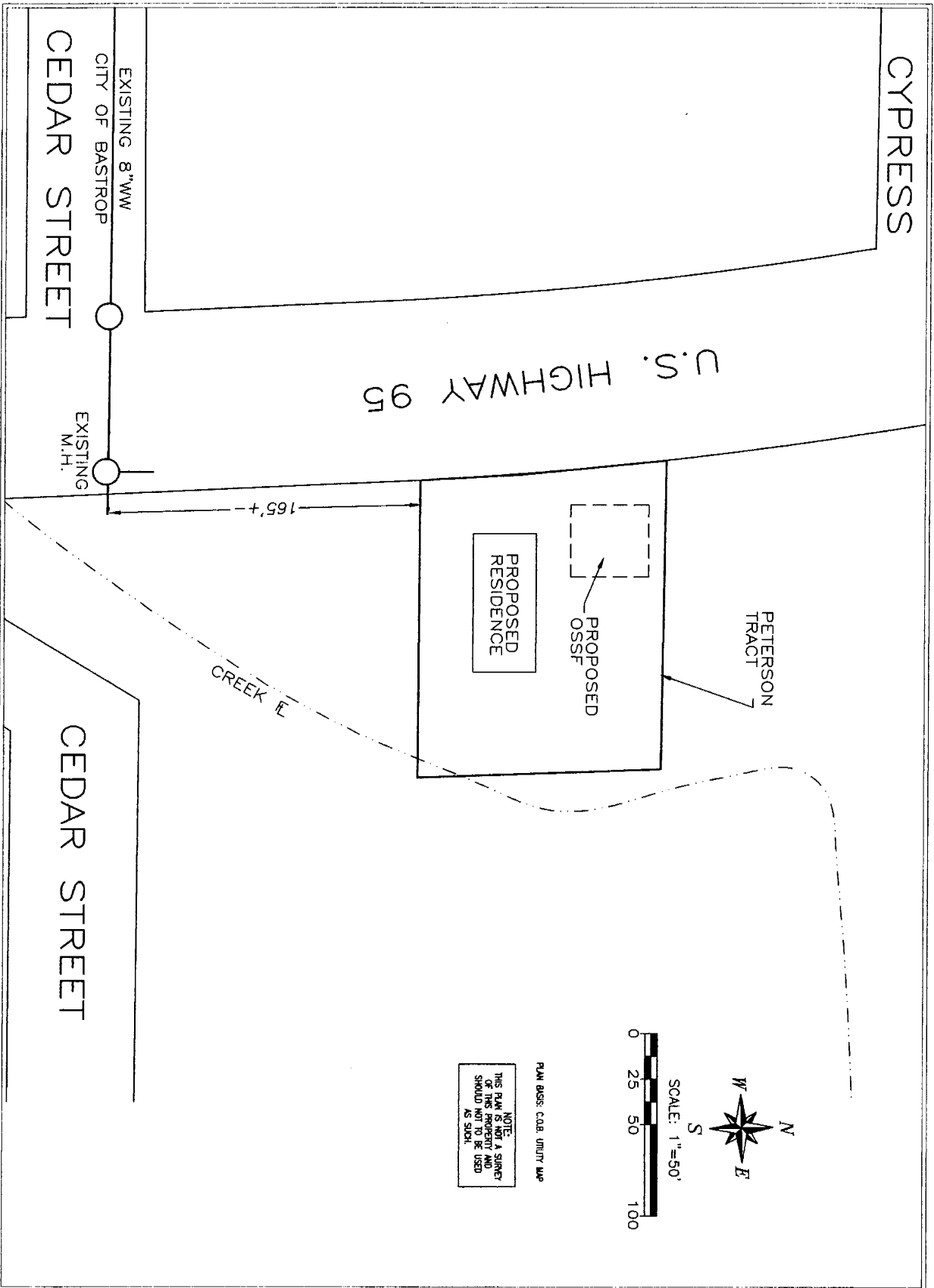
70' STEEL CASING

MATCH F5-2

NORTH
1" = 200'

E5-4

WASTEWATER E5-3



NOTE:
THIS PLAN IS NOT A SURVEY
OF THIS PROPERTY AND
SHOULD NOT BE USED
AS SUCH.

PLAN DATE: 04.08.2018

<p>C.E.E., Inc. CONSULTING ENGINEERS</p> <p>COOMBS ENVIRONMENTAL ENGINEERING, INC. 1610 WILLIAMS DRIVE GEORGETOWN, TX 78628 TBPE REG. #F-3742 (512) 763-1600 FAX: (512) 519-7364</p>	<p>PRELIMINARY NOT FOR CONSTRUCTION</p> <p>DWC 10 AUG 18</p>	<p>APPLICANT: CLAYTON HOMES</p>	<p>SITE: 1603 HWY 95 N</p>
		<p>PETERSON PRELIMINARY SITE LAYOUT</p>	
		<p>DWG NO: 82091</p>	<p>DWN BY: DNK</p>
		<p>DATE: 8/10/18</p>	<p>CHK BY: DWC</p>
		<p>SHEET 1 OF 1</p>	

Items for Individual Consideration

Consider action on Resolution R-2018-85 of the City Council of the City of Bastrop, Texas, to deny a Subdivision Variance to allow the installation of a new on-site sewage facility when the extension of public wastewater line is required for 0.572 acres of Farm Lot 65 East of Main Street, located at 1603 State highway 95, as shown in Exhibit A; within the city limits of Bastrop, Texas; repealing all conflicting resolutions; and providing an effective date



Request

- Consider action on a request for a subdivision variance to allow the installation of a new on-site sewage facility (septic) when the property is within 300 feet of a public wastewater line.



Location



Wastewater line extension



Policy – Subdivision Ordinance, Section 9

When an applicant can show that a provision of these regulations would cause necessary hardship if strictly adhered to, and where, because of some condition peculiar to the site, and when in the opinion of the City Council, a departure may be made without destroying the intent of such provisions the City Council may authorize a variance.



Compliance with the Moratorium

- This application was already under review prior to August 14, 2018, so it meets the requirements for an Exception.



Planning & Zoning Commission Report

- The P&Z recommended approval of the subdivision variance by a vote of 5-0. The commission considered that the new line would only serve one house, and the surrounding property is large and undeveloped and a future developer would have to provide significantly more infrastructure than the applicant.



Staff Recommendation

- Consider action on Resolution R-2018-85 of the City Council of the City of Bastrop, Texas, to deny a Subdivision Variance to allow the installation of a new on-site sewage facility when the extension of public wastewater line is required for 0.572 acres of Farm Lot 65 East of Main Street, located at 1603 State highway 95, as shown in Exhibit A; within the city limits of Bastrop, Texas; repealing all conflicting resolutions; and providing an effective date.



Questions?





STAFF REPORT

MEETING DATE: September 11, 2018

AGENDA ITEM: 9E

TITLE:

Hold public hearing and consider action to approve first reading of Ordinance No. 2018-20 of the City Council of the City of Bastrop, Texas, granting a Conditional Use Permit for a helistop for Ascension Seton Bastrop Hospital on Lot 1 of Bastrop Grove Subdivision, Section 1, located at 630 West SH 71, an area zoned C-1, within the city limits of Bastrop, Texas; as shown in Exhibit A and Exhibit B; setting out conditions; including a severability clause; establishing an effective date and move to include on the September 25, 2018, consent agenda for a second reading.

STAFF REPRESENTATIVE:

Jennifer C. Bills, AICP, LEED AP, Interim Planning Director

ITEM DETAILS:

Site Address: 630 Highway 71 West (Exhibit A)

Total Acreage: 24.162 acres

Legal Description: Lot 1, Bastrop Grove Section 1

Property Owners: Scott Fuller, Ascension Seton Bastrop Hospital

Agent Contact: Jose A. Martinez, Stantec Consulting

Existing Use: Vacant/Undeveloped

Existing Zoning: C-1, Commercial 1

Future Land Use: General Commercial

BACKGROUND/HISTORY:

Ascension Seton Bastrop Hospital is planning to build a 2-story, 38,000 square foot facility that will provide emergency care and overnight stay. The site development plan and building plans were issued August 21, 2018 with the condition that the Conditional Use Permit for the helistop.

A helistop is a structural surface which is used, or intended for use, for the landing and taking off of helicopters that does not allow refueling, maintenance, repairs or storage of helicopters.

The helistop is located on the east side of the hospital, approximately 108 feet from the eastern property line (Exhibit B). The helicopter flight path extends to the southwest and to the north of the landing pad (Attachment 3). When the flight path crosses the Bastrop Grove Subdivision

POLICY EXPLANATION:

The purpose of conditional uses is to allow certain uses in districts that under some circumstances would not be compatible with other permitted uses but may be compatible if certain conditions and development restrictions are met. A Conditional Use Permit (CUP) is adopted by Ordinance,

similar to a standard zoning request, with public hearings at Planning & Zoning Commission and City Council meetings, as well as two ordinance readings at separate City Council meetings.

Compliance with 2036 Comprehensive Plan:

Future Land Use Plan – General Commercial: The General Commercial character area supports local and regional businesses that rely on heavy traffic volumes and the visibility that is associated with being located near major roadways. General Commercial developments typically involve varying development intensities, from smaller locally owned shops to big box retailers. These areas are predominantly auto-oriented, with large accessory parking areas.

This Conditional Use Permit complies with the Future Land Use Plan. A helistop is designed to serve a primary use (hospital) without adding storage or refueling facilities.

Code of Ordinances Chapter 14 – Zoning

Per Section 33.2 Conditional Use Permit Regulations, the Planning & Zoning Commission and City Council may consider the following for approval of a requested CUP:

1. The use is harmonious and compatible with surrounding existing uses or proposed uses;

The current surrounding use is vacant farm land. The future land use for this area is a mix of large and small-scale commercial uses, such as retail sales and service, and medical facilities. A helistop use is compatible with these uses.

2. The activities requested by the applicant are normally associated with the permitted uses in the base district;

The hospital facility that serves emergency and overnight care often requires an associated helistop. These are normally associated within the permitted Commercial 1 (C-1) district.

3. The nature of the use is reasonable;

A helistop that allows for the landing and take-off of helicopters, without refueling or storage facilities is a reasonable use for this site.

4. Any negative impact on the surrounding area has been mitigated;

The flight path is marked and will not impact the adjacent property to the east.

5. That any additional conditions specified ensure that the intent of the district purposes are being upheld.

No additional conditions are recommended by staff.

Standard Conditional Use Permit Conditions

The conditions below are standard CUP requirements included in the Ordinance. The Planning & Zoning Commission and City Council can consider additional conditions to mitigate negative impacts or conflicts with the surrounding uses.

1. Construction shall be in conformance with all City of Bastrop regulations.
2. All necessary permits for the proposed development shall be acquired prior to occupying the building.
3. A Building Permit shall be applied for and secured within one year from the date the Conditional Use Permit is granted (second reading of the ordinance).

PUBLIC COMMENTS:

Property owner notifications were sent to 7 adjacent property owners on August 13, 2018. At the time of this report, no public comments had been received (Attachment 2).

PLANNING & ZONING COMMISSION REPORT

Motion to approve the recommendation as is and pass it on to Council with Vice-Chair Connell's concerns about parking within 100 feet of the helipad given the nature of how hard it is to restrict trucks parking within the flight path even with signage up.

RECOMMENDATION:

Hold public hearing and consider action to approve first reading of Ordinance No. 2018-20 of the City Council of the City of Bastrop, Texas, granting a Conditional Use Permit for a helistop for Ascension Seton Bastrop Hospital on Lot 1 of Bastrop Grove Subdivision, Section 1, located at 630 West SH 71, an area zoned C-1, within the city limits of Bastrop, Texas; as shown in Exhibit A and Exhibit B; setting out conditions; including a severability clause; establishing an effective date and move to include on the September 25, 2018, consent agenda for a second reading.

1. Construction shall be in conformance with the City of Bastrop regulations.
2. All necessary permits for the proposed development shall be acquired prior to occupying the building.
3. A Building Permit shall be applied for and secured within one year from the date the Conditional Use Permit is granted (second reading of the ordinance).

ATTACHMENTS:

Ordinance

Exhibit A: Location Map

Exhibit B: Site Plan

Attachment 1: Letter from Applicant

Attachment 2: Surrounding Property Owners Notification

Attachment 3: Flight Path

Attachment 4: Zoning Map

ORDINANCE 2018-20

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS GRANTING A CONDITIONAL USE PERMIT FOR A HELISTOP FOR ASCENSION SETON BASTROP HOSPITAL ON LOT 1 OF BASTROP GROVE SUBDIVISION, SECTION 1, LOCATED AT 630 WEST SH 71, AN AREA ZONED C-1, WITHIN THE CITY LIMITS OF BASTROP, TEXAS; AS SHOWN IN EXHIBIT A AND EXHIBIT B; SETTING OUT CONDITIONS; INCLUDING A SEVERABILITY CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, Ascension Seton Bastrop Hospital (the “Applicant”) submitted a request for a Conditional Use Permit (CUP) for a helistop on Lot 1 of Bastrop Grove Subdivision, Section 1, located at 630 West SH 71, within the City limits of Bastrop, Texas, hereinafter referred to as “the Property”; and

WHEREAS, a location map is attached hereto as Exhibit “A” (the “Property”); and

WHEREAS, the Property is currently zoned as C-1, Commercial-1; and

WHEREAS, pursuant to Section 10.4 of the City’s Zoning Ordinance, notice of the CUP was given to all property owners located within two hundred (200) feet of the Property, and the Planning and Zoning Commission of the City of Bastrop held a public hearing on the CUP request on August 30, 2018; and

WHEREAS, after notice and hearing, the Planning and Zoning Commission, by a unanimous vote, recommended approval of the proposed request, subject to certain conditions set forth herein; and

WHEREAS, after consideration of public input received at the hearing, the information provided by the Applicant, and all other information presented, City Council finds by a majority vote of all members that it is in the public interest to approve the CUP.

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

Section 1: A Conditional Use Permit for a helistop on Lot 1 of Bastrop Grove Subdivision, Section 1, located at 630 West SH 71, within the City limits of Bastrop, Texas as more particularly shown on Exhibit “A” and Exhibit “B”, shall be and is hereby approved with the following conditions to:

- a. Construction shall be in conformance with the City of Bastrop regulations.
- b. All necessary permits for the proposed development shall be acquired prior to occupying the building.

- c. A Building Permit shall be applied for and secured within one year from the date the Conditional Use Permit is granted (second reading of the ordinance).

Section 2: 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.

Section 3: This ordinance shall take effect upon the date of final passage noted below, or when all applicable publication requirements, if any, are satisfied in accordance with the City's Charter, Code of Ordinances, and the laws of the State of Texas.

READ and ACKNOWLEDGED on First Reading on the 11th day of September 2018.

READ and APPROVED on the Second Reading on the 25th day of September 2018.

APPROVED:

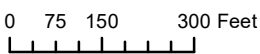
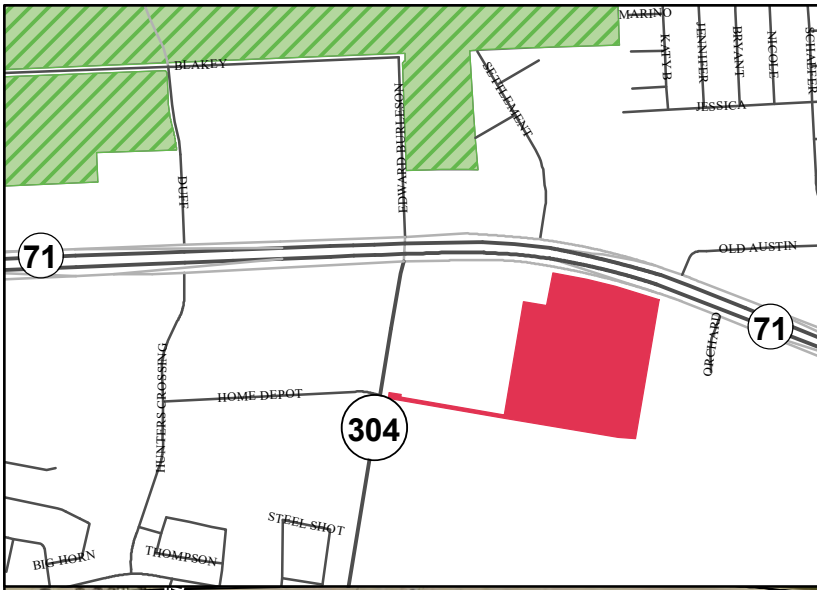
Connie B. Schroeder, Mayor

ATTEST:

Ann Franklin, City Secretary

APPROVED AS TO FORM:

Alan Bojorquez, City Attorney

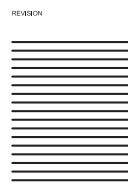


Location Map Bastrop Grove Conditional Use Permit Seton Helistop



The accuracy and precision of this cartographic data is limited and should be used for information /planning purposes only. This data does not replace surveys conducted by registered Texas land surveyors nor does it constitute an "official" verification of zoning, land use classification, or other regulatory processes. The City of Bastrop, nor any of its employees, do not make any warranty of merchantability and fitness for particular purpose, or assumes any legal liability or responsibility for the accuracy, completeness or usefulness of any such information, nor does it represent that its use would not infringe upon privately owned rights.

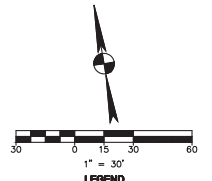
Date: 8/10/2018



DATE: **AUGUST 1, 2018**

SHEET TITLE: **SITE PLAN "A"**

SHEET NO.: **05**

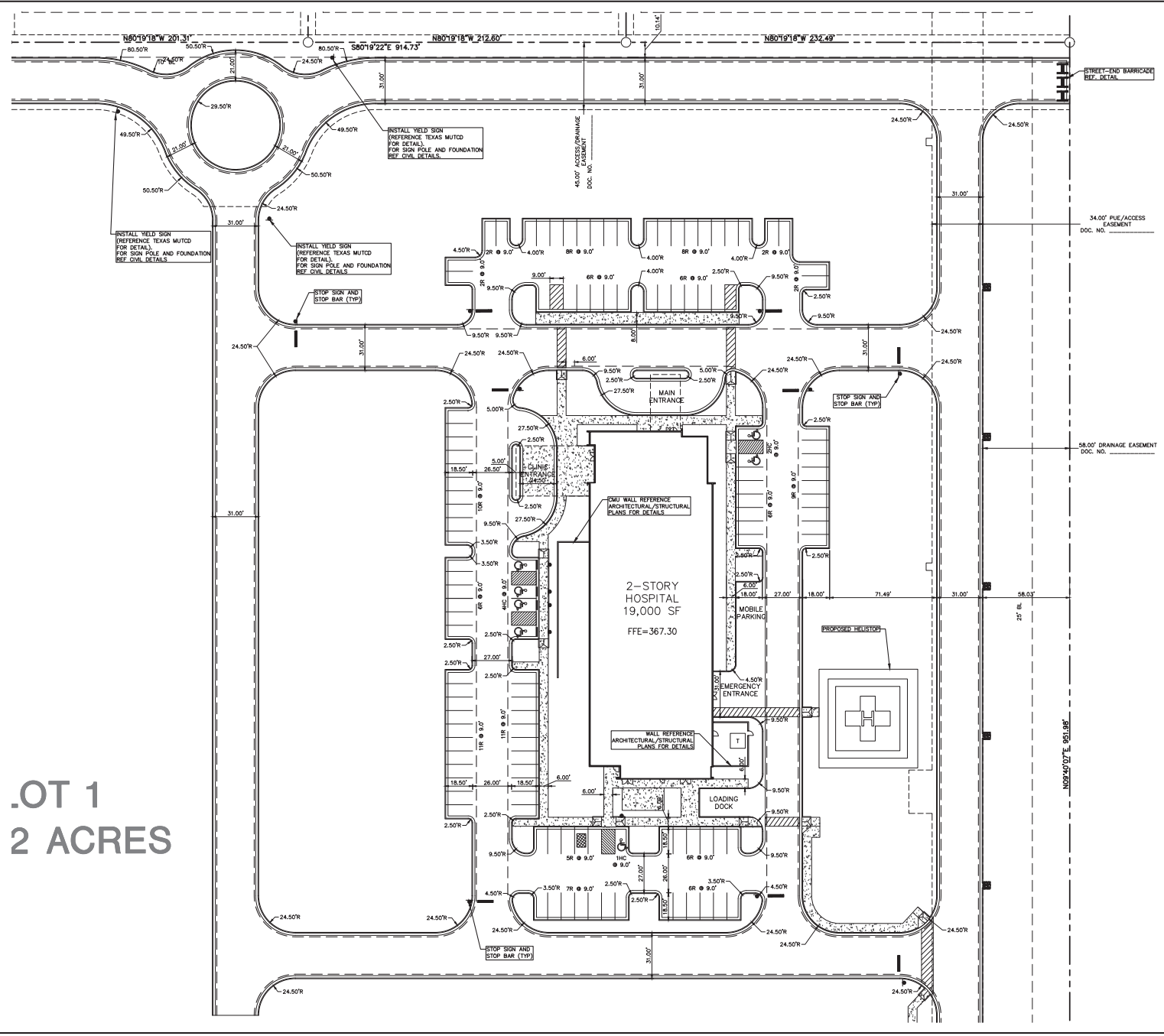


SYMBOL	PROPOSED	DESCRIPTION
---	---	PROPERTY LINE (E.O.W.) LINE
---	---	RECORD INFORMATION
---	---	LIGHT POLE
---	---	GROUND LIGHT
---	---	POWER POLE
---	---	DOWN SPOUT
---	---	TELEPHONE MANHOLE
---	---	WATER MANHOLE
---	---	WATER LINE MARKER
---	---	UNDERGROUND CABLE MARKER
---	---	UNDERGROUND GAS LINE MARKER
---	---	UNDERGROUND TELEPHONE MARKER
---	---	GAS RISER
---	---	TELEPHONE RISER
---	---	SPRINKLER CONTROL BOX
---	---	SWITCH GEAR & PAD
---	---	TRANSFORMER (SIZE VARIES)
---	---	FIRE HYDRANT
---	---	WATER VALVE
---	---	WATER METER
---	---	WATER METER VAULT (SIZE VARIES)
---	---	CABLE TV RISER
---	---	ELECTRIC BOX
---	---	ELECTRIC METER
---	---	GAS METER
---	---	TRAFFIC CONTROL BOX
---	---	TRAFFIC SIGNAL
---	---	GRATE ALLEY
---	---	CURB INLET (SIZE VARIES)
---	---	GREASE TRAP (SIZE VARIES)
---	---	EDGE OF PAVEMENT
---	---	ELECTRIC MANHOLE (SIZE VARIES)
---	---	WASTEWATER MANHOLE (SIZE VARIES)
---	---	STORMSEWER MANHOLE (SIZE VARIES)
---	---	TELEPHONE MANHOLE (SIZE VARIES)
---	---	WASTEWATER CLEANOUT
---	---	WIRE FENCE
---	---	TOUR LINE
---	---	DUMPSTER
---	---	CURB & GUTTER
---	---	EDGE OF PAVEMENT
---	---	THE SAME ELEVATION
---	---	HANDICAP ACCESS ROUTE
---	---	CONCRETE SIDEWALKS
---	---	CONCRETE RIP-RAP/TRUCKLE CHANNEL
---	---	WALL
---	---	WHEELSTOP
---	---	STALL
---	---	FRESH FLOOR ELEVATION
---	---	PARKING COUNT (REGULAR SPACES)
---	---	PARKING COUNT (HANDICAP SPACES)
---	---	PARKING COUNT (PARALLEL SPACES)
---	---	HANDICAP SPACE
---	---	BIKE PARKING
---	---	BARRICADE

NOTES:
 1. ALL DIMENSIONS TO CURBS ARE TO THE BACK OF CURB UNLESS OTHERWISE NOTED.
PARKING TABLE
 REQUIRED: 47 (5 HANDICAP, 1 VAN ACCESSIBLE)
 PROVIDED: 120 (7 HANDICAP, 3 VAN ACCESSIBLE)
 *REQUIRED PARKING BASED ON 1 BAY/ 300 S.F.



THE LOCATION OF EXISTING UNDERGROUND UTILITIES ARE SHOWN IN AN APPROXIMATE MANNER ONLY. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK. HE AGREES TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MIGHT BE OCCASIONED BY HIS FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UNDERGROUND UTILITIES.



**.LOT 1
 2 ACRES**

PLOT DATE: _____
 REVISIONS: _____
 THE PRINTED INFORMATION ON THIS SHEET IS THE PROPERTY OF STANTEC INC.



Stantec Consulting Services Inc.
221 West Sixth Street Suite 600, Austin TX 78701-3411

August 1, 2018
File: 222010772

Attention: Jerry Palady, P.E.
City of Bastrop, TX
Planning and Engineering
1311 Chestnut Street
Bastrop, TX 78602

Dear Mr. Palady,

Reference: Ascension Seton Bastrop Hospital – Conditional Use Permit for Helistop
Project Address: 630 W. SH 71, Bastrop, Texas 78602

On behalf of our client, Seton Family of Hospitals, Stantec Consulting Services, Inc., is submitting the attached Conditional Use Permit (CUP) Application for a Helistop which will be located within the limits of the permitted Ascension Seton Bastrop Hospital development (LAND-735-2017). The proposed use of this Helistop is to allow for emergency patients to be transported between the Ascension Seton Bastrop Hospital and other medical facilities.

The subject tract is within the Full Purpose Jurisdiction of the City of Bastrop, Texas. No portion of this site is located over the Edwards Aquifer as defined by the Texas Commission on Environmental Quality. According to the Federal Emergency Management Agency Flood Insurance Rate Map for Bastrop County, Texas Community Panel Number 48021C0355E dated January 19, 2016, a portion of this site is within the 500-year floodplain.

Please accept this letter, CUP application, CUP Ascension Seton Bastrop Hospital Helistop Plans, and attachments as our formal submittal to the City of Bastrop for your favorable review. If you have any questions or comments, please do not hesitate to contact our office.

Regards,

STANTEC CONSULTING SERVICES INC.

A handwritten signature in blue ink, appearing to read "Jose A. Martinez", written over a faint circular stamp or watermark.

Jose A. Martinez, E.I.T.
Civil Designer
Phone: (512) 469-5341
Jose.A.Martinez@stantec.com

Design with community in mind

V:\2220\active\222010772\civil\engineering\Submittal Docs\Final Plat Application\01B_Engineer's Summary Letter.docx

**Notice of Pending Conditional Use Permit Approval
City of Bastrop
Planning & Zoning Commission
And City Council**



Dear Property Owner:

The **Planning and Zoning Commission** will conduct a public hearing on **Thursday, August 30, 2018 at 6:00 p.m.** and the **City Council** will conduct a public hearing (first reading) **Tuesday, September 11, 2018 at 6:30 p.m.** in the **City Hall Council Chambers located at 1311 Chestnut Street, Bastrop, Texas** on the request to approve the ordinance for a Conditional Use Permit to allow a **helistop** on Lot 1, Bastrop Grove Section 1 located at 630 W SH 71, an area zoned C-1, Commercial-1, within the city limits of Bastrop.

Applicant/Owner: Ascension Seton Bastrop Hospital

Address: 630 Highway 71 West

Legal Description: Lot 1, Bastrop Grove Section 1

The site location map and a letter from the property owner is attached for reference.

As a property owner within 200 feet of the above referenced property, you are being notified of the upcoming meetings per the Bastrop Code of Ordinances CUP Regulations. For more information on this project, you can contact the Planning & Development offices at (512) 332-8840, plan@cityofbastrop.org, or visit the office at 1311 Chestnut Street, Bastrop, Texas.

For additional information, please visit or call the Planning & Development offices.



**PROPERTY OWNER'S
RESPONSE**

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

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

Property Owner Name: _____

Property Address: _____

Phone (optional): _____

Mailing Address: _____

Email (optional): _____

Property Owner's Signature: _____

Comments: (Optional)

Please provide reply to the address below, via fax (512) 332-8829, or email:
plan@cityofbastrop.org

[For: Seton Helistop CUP](#)

PLANNING & DEVELOPMENT

PLANNING & DEVELOPMENT

BUILDING SUMMARY

PROJECT INFORMATION

PROJECT NAME: TXAUS30113 BASTROP MICRO HOSPITAL AND MOB
ADDRESS: 630 W STATE HIGHWAY 71, BASTROP, TX 78602
PROPOSED USE: HOSPITAL
OWNER/CONTACT PERSON: HUGGINS, MARTIE K. PHONE: 512-324-7978

APPLICABLE CODES

BUILDING CODE: 2009 INTERNATIONAL BUILDING CODE (W/O APPEND. A, B, D, AND H)
MECHANICAL: 2009 INTERNATIONAL MECHANICAL CODE
PLUMBING: 2009 INTERNATIONAL PLUMBING CODE
ELECTRICAL: 2011 NATIONAL ELECTRIC CODE
FIRE CODE: 2009 INTERNATIONAL FIRE CODE (W/ APPEND. B, C, D, E, F, G, H, I, AND J)
CITY OF BASTROP, TEXAS CODE OR ORDINANCES, ENACTED JULY 11, 2017
AMENDMENTS:
LIFE SAFETY CODE: 2009 NFPA 101 LIFE SAFETY CODE
ACCESSIBILITY CODE: 2012 TEXAS ACCESSIBILITY STANDARDS
ENERGY CODE: 2009 ENERGY CONSERVATION CODE (IECC)
SIGN CODE: CITY OF BASTROP, TEXAS CODE OR ORDINANCES, ARTICLE 3.20 - SIGNS
FIRE CODE: 2009 INTERNATIONAL FIRE CODE (W/ APPEND. B, C, D, E, F, G, H, I, AND J)
HOSPITAL CODE: TEXAS DEPARTMENT OF STATE HEALTH SERVICES - TITLE 25 TEXAS ADMINISTRATIVE CODE CHAPTER 135 (EFFECTIVE JUNE 21, 2007)

BUILDING PLANNING

OCCUPANCY: GROUP I2 - INSTITUTIONAL (2009 IBC)
MIXED OCCUPANCY? YES / NO
REQUIRED FIRE SEPARATION: 2HR

TYPE OF CONSTRUCTION

CONSTRUCTION TYPE: TYPE 2B (2009 IBC)

ESSENTIAL FACILITY (CHAPTER 16, IBC)

ESSENTIAL FACILITY? YES / NO - OCCUPANCY CATEGORY IV

GENERAL BUILDING LIMITATIONS

HIGH RISE? YES / NO

ITEM	ALLOWED / REQUIRED	ACTUAL / PROVIDED
HEIGHT OF BUILDING	55 FEET	28 FEET
NUMBER OF STORIES	2	2
MAX SINGLE FLOOR AREA	33,000 SQFT*	19,000 SQFT
TOTAL AREA OF BUILDING	66,000 SQFT	38,000 SQFT
PENTHOUSE AND ROOF STRUCTURE	TBD	N/A

* A_s = (A₁ × H₁ × H₂) + (A₂ × H₂)
ALLOWABLE AREA PER STORY = [TABLE 503 TABULAR BUILDING AREA + [TABLE 503 TABULAR BUILDING AREA × INCREASE FACTOR DUE TO FRONTAGE]] + [TABLE 503 TABULAR BUILDING AREA × INCREASE FACTOR DUE TO SPRINKLER SYSTEM]

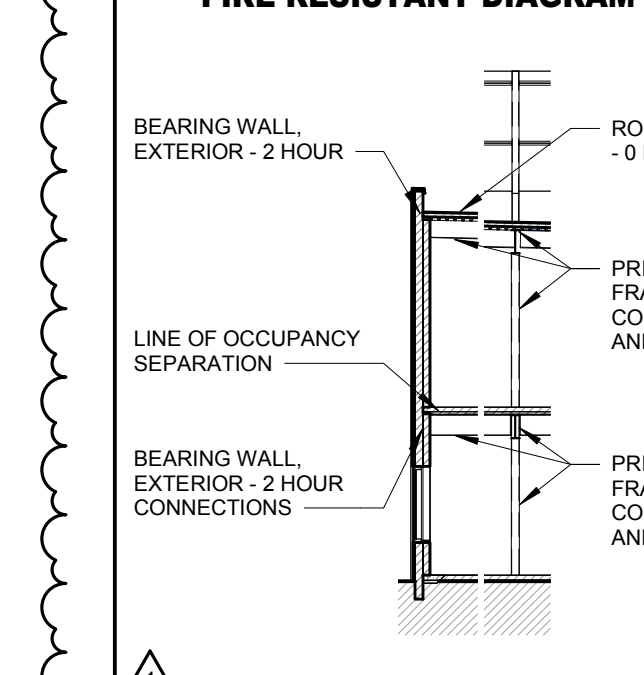
FIRE PROTECTION SYSTEMS

FIRE EXTINGUISHING SYSTEM: YES / NO
STANDPIPE SYSTEM: YES / NO
SMOKE CONTROL: YES / NO

TYPE: AUTOMATIC WET SPRINKLER SYSTEM
CLASS: I

FIRE RESISTANT CONSTRUCTION/FIREPROOFING SCHEDULE

FIRE RESISTANT DIAGRAM



ITEM	LEVEL 01 REQ'D RATING	LEVEL 02 REQ'D RATING	UL/FM WHERE APPLICABLE
PRIMARY STRUCTURAL FRAME	2 HR	0 HR	BEAMS: N708 COLUMNS: Y710
BEARING WALLS: EXTERIOR	2 HR	0 HR	CONNECTIONS: X854
INTERIOR	N/A	N/A	N/A
NONBEARING WALLS: EXTERIOR	0 HR	0 HR	N/A
FLOOR CONSTRUCTION AND SECONDARY MEMBERS	N/A	2 HR	N/A
ROOF CONSTRUCTION AND SECONDARY MEMBERS	N/A	0 HR	N/A

NOTES: THICKNESSES USED SHOULD BE THE RESULT OF THE W/D RATIO METHOD OUTLINED IN FIRE RESISTANCE RATINGS - ANSIUL 263 SECTION IV; SUBSTITUTION; ADJUSTMENT OF THICKNESS OF SPRAY APPLIED FIRE RESISTIVE MATERIALS FOR RESTRAINED AND UNRESTRAINED BEAM

PERIMETER CONTAINMENT ASSEMBLY

ITEM	UL ASSEMBLY
FLOOR/EXTERIOR CONTAINMENT ASSEMBLY	H180P-120-06 CURTAINWALL AT FLOOR LINE

LOAD TABLE

HEIGHT ABOVE GROUND	WALLS		WALL CORNERS (DISTANCE "s" FROM BUILDING CORNERS)	
	INWARD	OUTWARD	INWARD	OUTWARD
0 TO 14	20.8	-25.2	20.8	-31.1
14 TO ROOF	23.2	-25.2	23.2	-31.1

ROOF ZONE	HEIGHT ABOVE GROUND	UPLIFT PRESSURES		
		FIELD/TYP	EDGE	CORNER
TYPICAL ROOF	28'-0"	-19.7	-35.4	-55

WIND TABLE NOTES:

- WIND LOADS WERE DETERMINED USING ASCE 7-05. MODIFICATIONS, REDUCTIONS, OR CONDITIONS NOT INDICATED SHALL BE CALCULATED PER ASCE 7.
- DISTANCE "s" EQUAL TO 10% OF LEAST HORIZONTAL MAJOR PLAN DIMENSION, BUT NOT LESS THAN 3'-0".
- ABOVE WIND PRESSURE LOADS REPRESENT VALUES FOR COMPONENTS WITH AREAS 10 SF OR LESS AND WALL VALUES INCLUDE INTERNAL PRESSURES. REDUCTION FOR A LARGER ELEMENT IS ALLOWED PER ASCE 7.
- ROOF CORNER UPLIFT PRESSURES CAN BE IGNORED WHERE A NET PARAPET HEIGHT TO ROOF SURFACE OF 3'-0" OR GREATER IS MAINTAINED.
- PARAPET PRESSURES SHALL BE DETERMINED BY COMBINING WALL WINDWARD LOADS AND ROOF EDGE/CORNER UPLIFT PRESSURES PER SECTION 6.5.12.4.4 OF ASCE 7.

WIND REQUIREMENTS: WIND SPEED: 90 MPH, EXPOSURE: C, IMPORTANCE FACTOR: 1.15
SEISMIC REQUIREMENTS: DESIGN ACCELERATION: S_s: 0.055, IMPORTANCE FACTOR: 1.50, SEISMIC DESIGN CATEGORY: A
SNOW REQUIREMENTS: GROUND SNOW P_s: 5 PSF, ROOF SNOW P_r: 7.5 PSF, IMPORTANCE FACTOR: 1.20

-LIVE LOAD REQUIREMENTS:
FLOOR LIVE LOADS:
PUBLIC AREA, ELEVATORS, SITARS AND EXITS: 100 psf
MECHANICAL AREAS: 150 psf
PATIENT ROOMS: 60 psf
LIGHT STORAGE: 125 psf
IMAGING AREAS: 250 psf
FOR ADDITIONAL LIVE LOAD TYPES REF DRAWING S1.01
ROOF LIVE LOAD: 20 psf

REF S1.01 FOR STRUCTURAL LOADS, LOAD DIAGRAMS, AND ADDITIONAL STRUCTURAL DESIGN REQUIREMENTS.

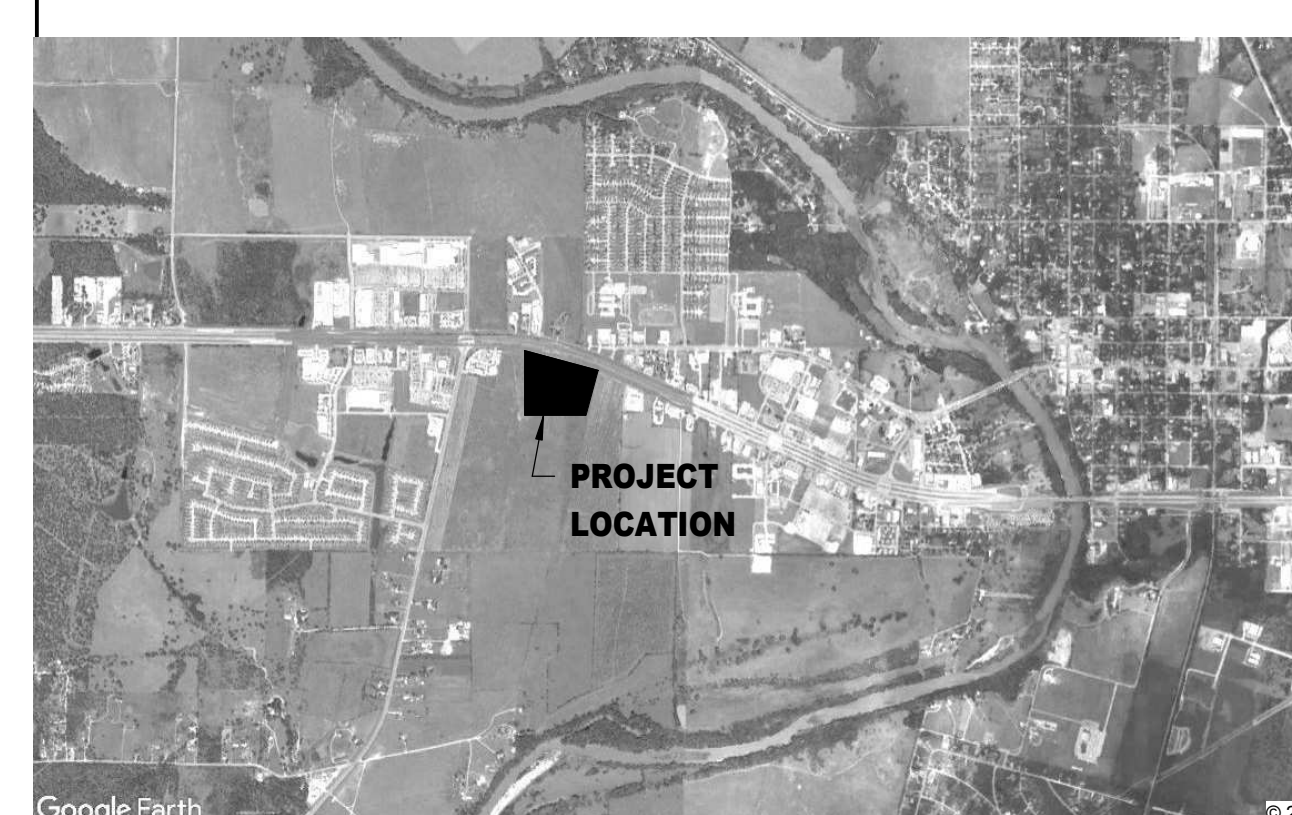
BUILDING ENVELOPE ENERGY INFORMATION

Building Envelope Surface	BRICK		EIFS		PUNCH WINDOW		CURTAIN WALL		METAL PANEL		ROOF	
	R Value	% Area	R Value	% Area	R Value	% Area	R Value	% Area	R Value	% Area	R Value	% Area
North	616	21%	809	27%	104	3%	629	21%	787	28%	18377	100%
East	1598	21%	3662	49%	703	9%	865	12%	682	9%		
South	169	6%	2490	90%	0	0%	0	0%	108	4%		
West	1625	22%	3748	50%	905	12%	931	12%	309	4%		

PARKING CALCULATIONS

PARKING	MIN. REQUIRED	PROVIDED
TDHSH 1 SPOT PER DAY SHIFT EMPLOYEE + 1 SPOT PER PATIENT BED	TBD	126
CITY OF BASTROP LOADING DOCK BIRTH HOSPITAL 1 BAY PER 2 BEDS 1300 SQFT OFFICE	01 04 67	01 126

PROJECT LOCATION

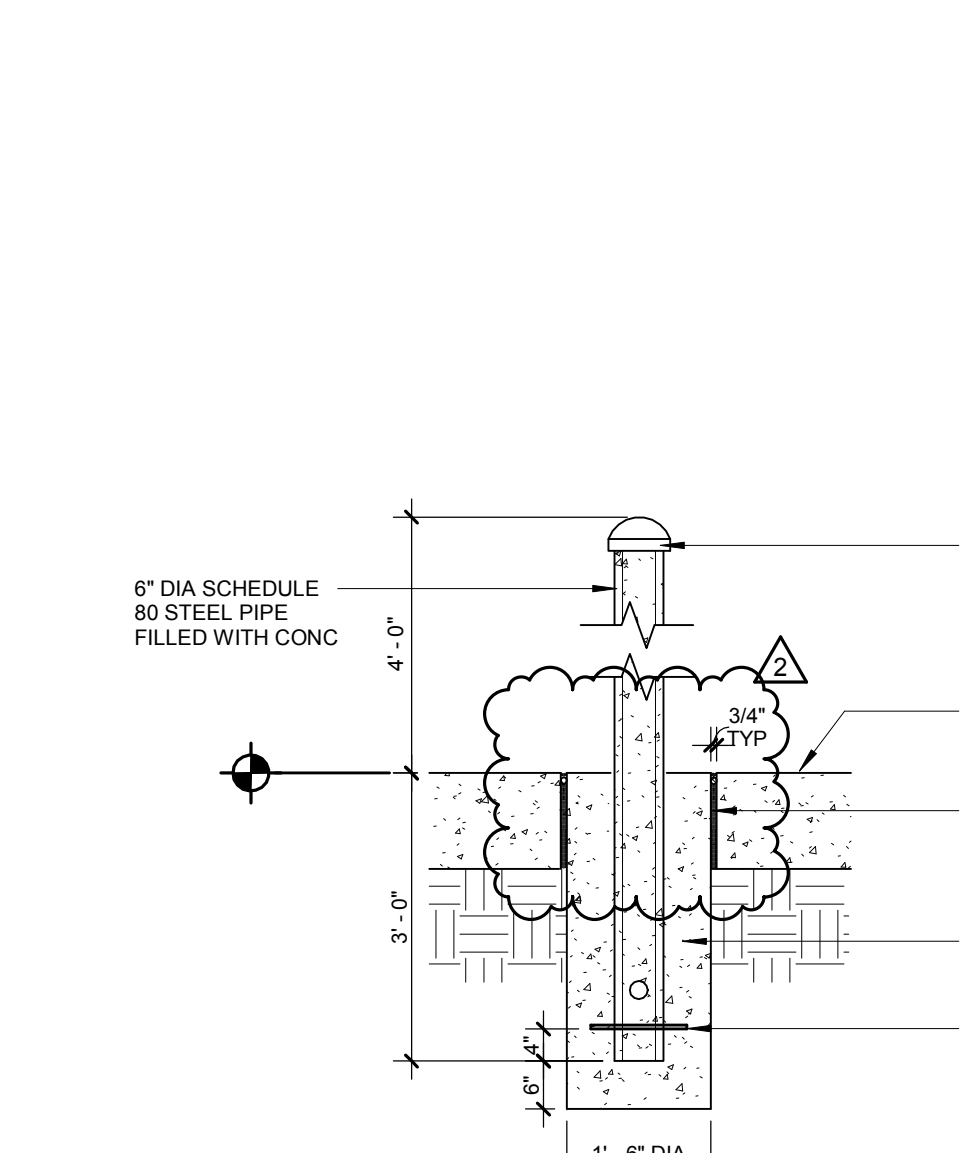


LEGEND

ROOM NAME	ROOM NAME/NUMBER	CONCRETE/PRECAST CONCRETE
XXXXX		
(X)	COLUMN CENTERLINE	SOIL
(X)	ACCESSORY	SAND, EIFS FINISH COAT, OR CEMENT PLASTER
(01)	BUILDING WALL SECTION	BRICK
(01)	ELEVATION	CMU
(01)	SECTION DETAIL	GLASS MINERAL FIBER BATT INSULATION
(01)	PLAN, BLOW-UP DETAIL	MINERAL WOOL SEM RIGID INSULATION
(01)	INTERIOR ELEVATION INDICATOR	EXPANDED POLYSTYRENE RIGID INSULATION
(01)	DIRECTION INDICATOR	GYPSUM BOARD
(001)	MEDICAL EQUIPMENT	EXTERIOR GYPSUM SHEATHING
(CR-3)	CORNER GUARDS	EXTERIOR CEMENT BOARD
(BG)	CRASH RAIL	PLYWOOD
(HR)	BUMPER RAIL	COVER BOARD
(HR)	HAND RAIL	
	WALL PROTECTION	
(A3)	CUBICLE CURTAIN TRACK	
(A3)	PARTITION TYPE WITH NO SOUND ATTENUATION	
(A3)	PARTITION TYPE WITH SOUND ATTENUATION	
(+9'-0")	CEILING HEIGHT	
	MEDICAL GAS	

HELIPAD BASIS OF DESIGN

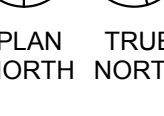
HELIPAD 1 MODEL: EC 145	HELIPAD 2 MODEL: AW139
MAX TAKEOFF WEIGHT: 7,904 LBS	MAX TAKEOFF WEIGHT: 14,991 LBS
OVERALL LENGTH: 42'-7"	OVERALL LENGTH: 54'-7"
OVERALL HEIGHT: 12'-4"	OVERALL HEIGHT: 16'-4"
MAIN ROTOR DIAMETER: 36'-1"	MAIN ROTOR DIAMETER: 42'-6"
MAIN ROTOR BLADES: 4	MAIN ROTOR BLADES: 5
MAIN ROTOR GROUND CLEARANCE: 11'-3"	MAIN ROTOR GROUND CLEARANCE: 12'-2"
MAIN ROTOR TAIL RYK CIRCLE RADIUS: 29'-8"	MAIN ROTOR TAIL RYK CIRCLE RADIUS: 29'-8"
TAIL ROTOR DIAMETER: 6'-4"	TAIL ROTOR DIAMETER: 8'-9"
TAIL ROTOR BLADES: 3	TAIL ROTOR BLADES: 4
TAIL ROTOR GROUND CLEARANCE: 10'-7"	TAIL ROTOR GROUND CLEARANCE: 7'-9"
UNDER CARRIAGE TYPE: SKID	UNDER CARRIAGE TYPE: WHEEL
UNDER CARRIAGE LENGTH: 9'-5"	UNDER CARRIAGE LENGTH: 14'-2"
UNDER CARRIAGE WIDTH: 7'-9"	UNDER CARRIAGE WIDTH: 10'
NUMBER OF ENGINES/TYPE: 2-T	NUMBER OF ENGINES/TYPE: 2-T
CREW No. / PAX No.: 1 & 6	CREW No. / PAX No.: 1-2 & 15



02 NON-REMOVABLE PIPE BOLLARD - TYPE 01
1/12" = 1'-0"

04 HELI-STOP PLAN
1/16" = 1'-0"

01 ARCHITECTURAL SITE PLAN
1" = 100'-0"



MATCHLINE REF. SHEET 09



CLIENT
SETON HEALTHCARE FAMILY
130 WEST 5TH ST
AUSTIN, TX 78701

ARCHITECT
HKS, INC.
360 N. GARY PARK ST. SUITE 100
DALLAS, TX 75201-4260

CIVIL
STANTEC
1300 ALZORCH STREET SUITE 300
AUSTIN, TX 78758-3544

MEP ENGINEER
MEP
1737 EAST WASHINGTON STREET
PHOENIX, AZ 85034

COMMUNICATIONS
MEP
1737 EAST WASHINGTON STREET
PHOENIX, AZ 85034

MEDICAL EQUIPMENT
HKS, INC.
7400 E. WINTERSHOE, SUITE 200
CEDAR PARK, TX 78613



ASCENSION
SETON
BASTROP
HOSPITAL



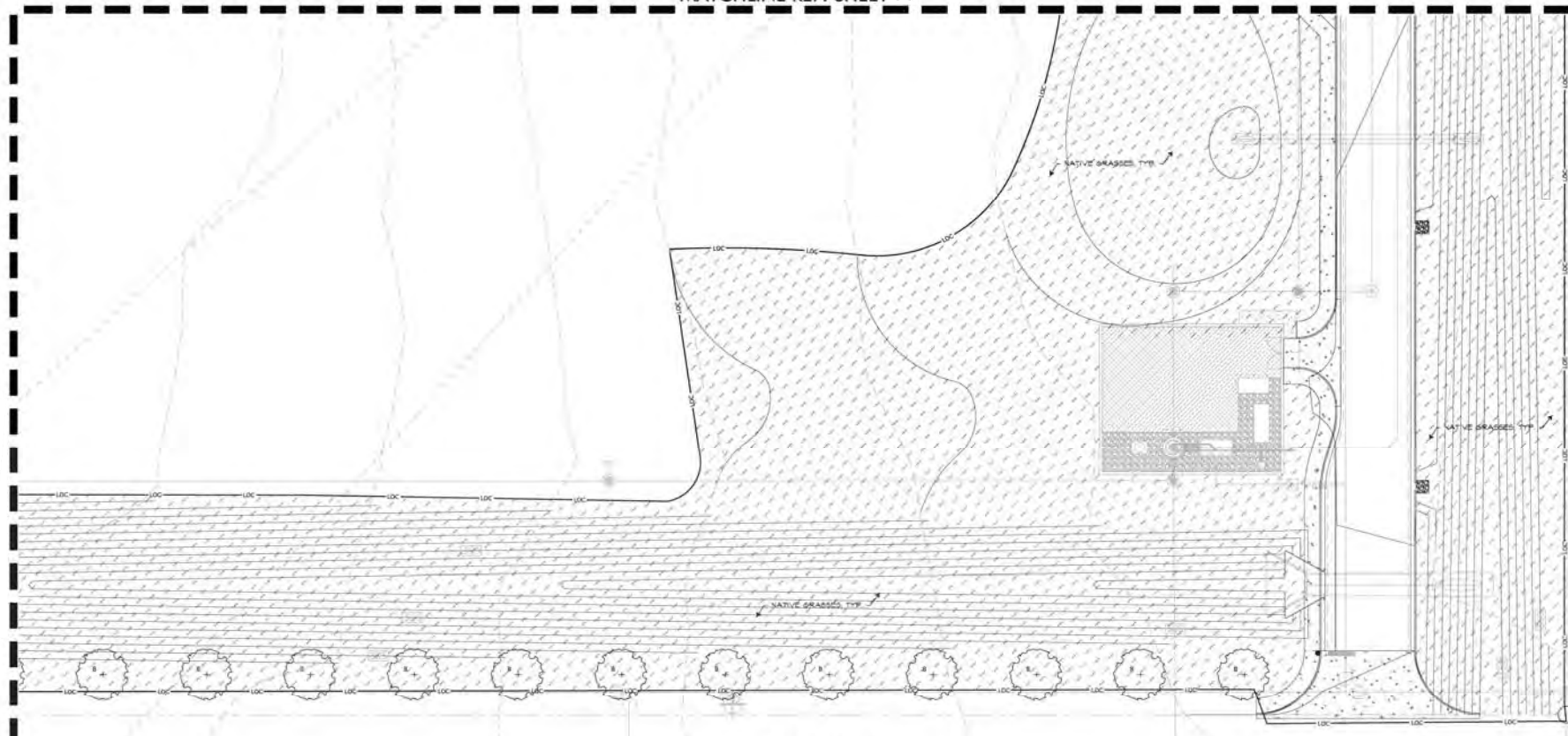
REVISION

DATE
December 21, 2017
DSB

SHEET TITLE
LANDSCAPE PLAN 3

SHEET NO.

10



AGNES STREET

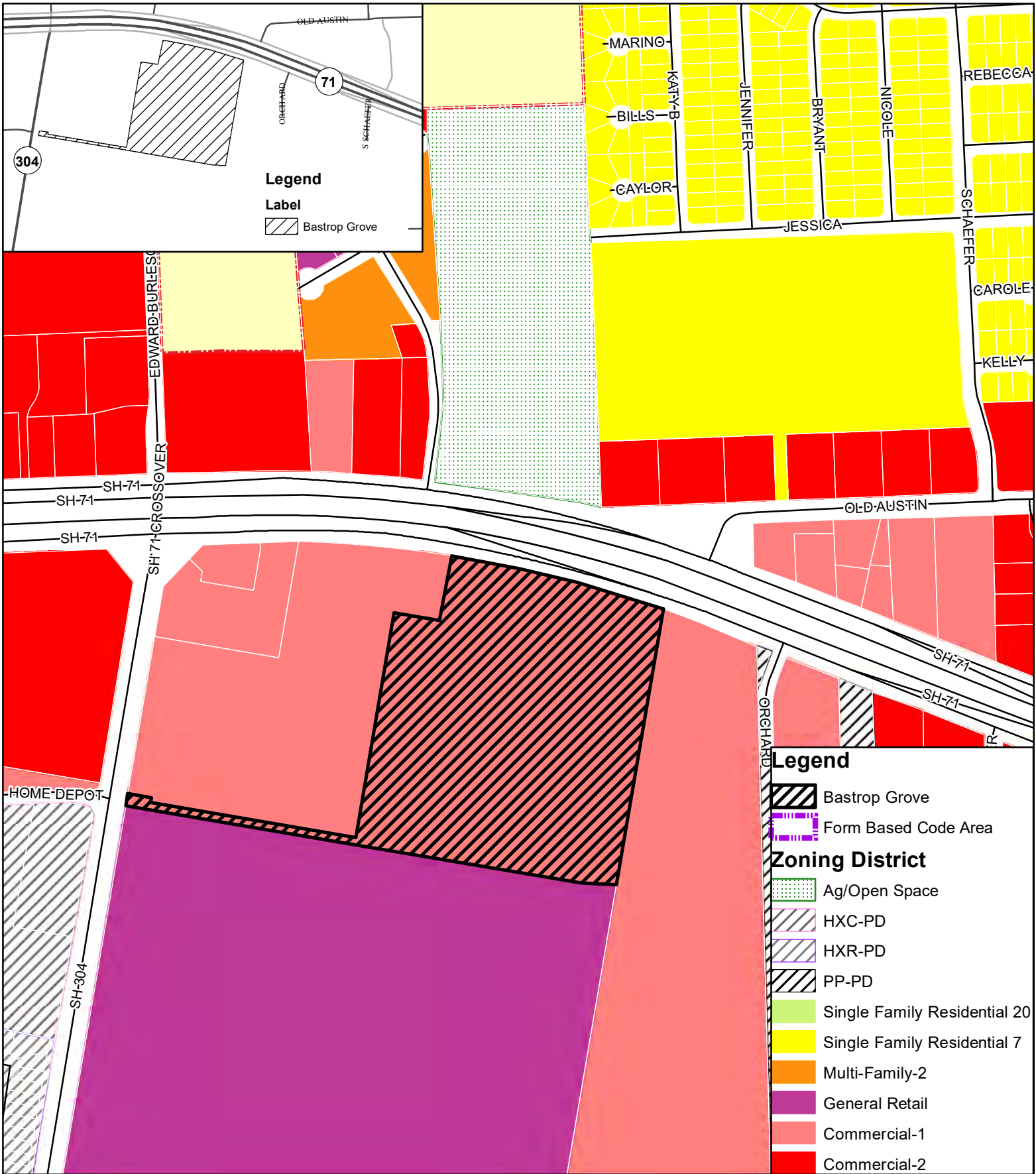
LEGEND	
(Symbol)	BRANCHING TREE
(Symbol)	SPLITTER TREE



THE LOCATION OF EXISTING UNDERGROUND UTILITIES ARE SHOWN TO AN APPROPRIATE BAY ONLY. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK. HE AGREES TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MIGHT BE OCCURRED BY HIS FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UNDERGROUND UTILITIES.

© 2017 HKS, INC.

PLANT DATE: 10/03/17 (1:53 PM) BY: MARTINEZ, JOSE (ASLTN) PROJECT: C:\PROJECTS\2017\17001\17001001\17001001.DWG



Location and Zoning Map
 Seton Helistop Conditional Use Permit Request
 Zoned C-1, Commercial 1

1 inch = 532.26 feet



The accuracy and precision of this cartographic data is limited and should be used for information /planning purposes only. This data does not replace surveys conducted by registered Texas land surveyors nor does it constitute an "official" verification of zoning, land use classification, or other classification set forth in local, state, or federal regulatory processes. The City of Bastrop, nor any of its employees, do not make any warranty of merchantability and fitness for particular purpose, or assumes any legal liability or responsibility for the accuracy, completeness or usefulness of any such information, nor does it represent that its use would not infringe upon privately owned rights.

Date: 08/24/2018

Items for Individual Consideration

Public hearing and consider action to approve Ordinance No. 2018-20 granting a Conditional Use Permit for a helistop for Ascension Seton Bastrop Hospital on Lot 1 of Bastrop Grove Subdivision, Section 1, located at 630 West SH 71, an area zoned C-1, within the city limits of Bastrop, Texas; as shown in Exhibit A and Exhibit B; setting out conditions; including a severability clause; and establishing an effective date and include on the



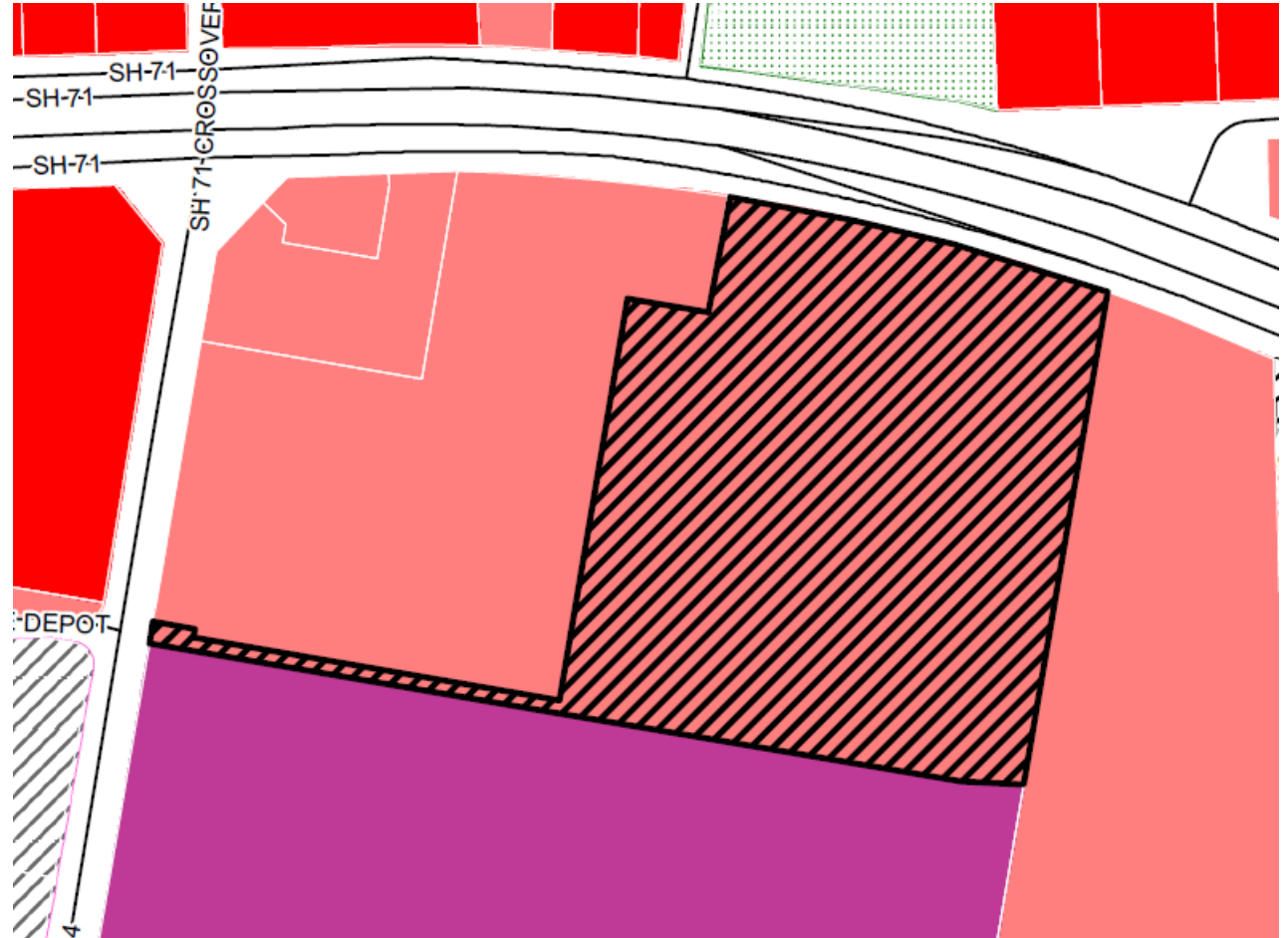
Request

- Approve a Conditional Use Permit to allow a helistop at the new Seton Hospital.
- A helistop allows for the landing and taking off of helicopters, but does not allow refueling or storage facilities.



Zoning

- Commercial-1 – C-1
- A CUP is required for helistop



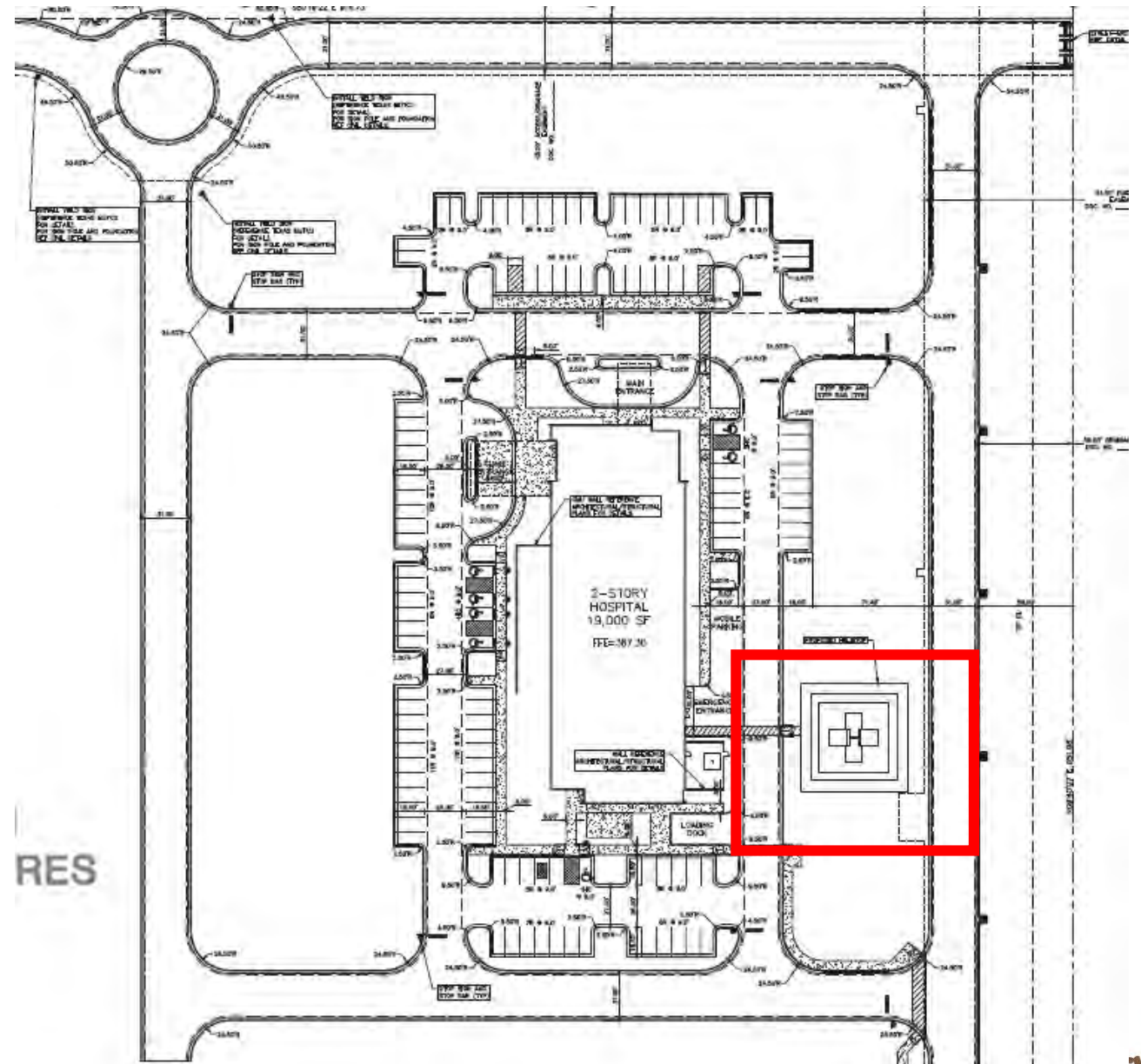
Location

- 630 Highway 71 West

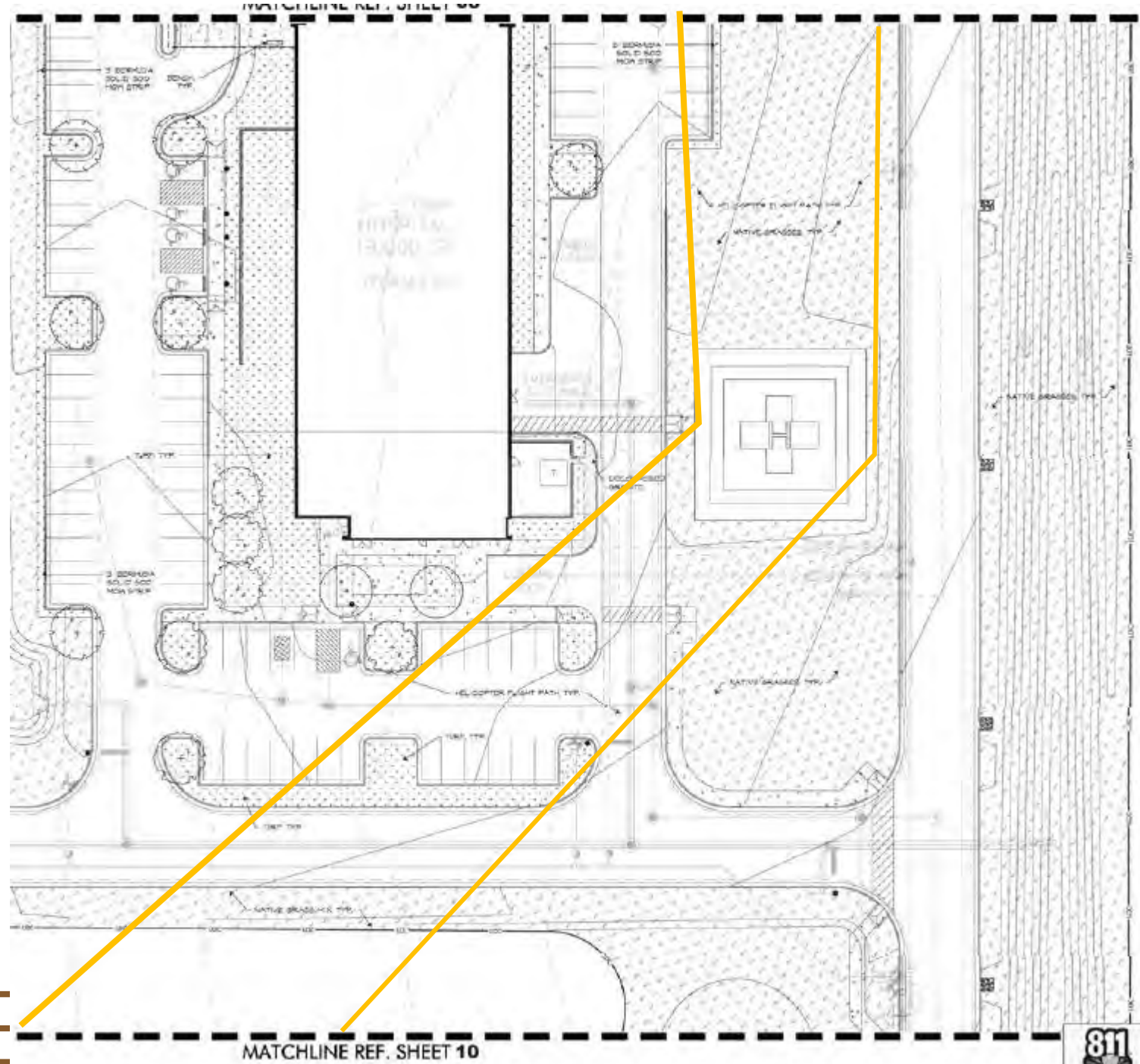


Site Plan

- Approximately 100 feet from the eastern property line.



Flight Path



Section 33.2 Conditional Use Permit Regulations

1. The use is harmonious and compatible with surrounding existing uses or proposed uses;
 - *The current surrounding use is vacant farm land. The future land use for this area is a mix of large and small-scale commercial uses, such as retail sales and service, and medical facilities. A helistop use is compatible with these uses.*
2. The activities requested by the applicant are normally associated with the permitted uses in the base district;
 - *The hospital facility that serves emergency and overnight care often requires an associated helistop. These are normally associated within the permitted Commercial 1 (C-1) district.*
3. The nature of the use is reasonable;
 - *A helistop that allows for the landing and take-off of helicopters, without refueling or storage facilities is a reasonable use for this site.*
4. Any negative impact on the surrounding area has been mitigated;
 - *The flight path is marked and will not impact the adjacent property to the east.*
5. That any additional conditions specified ensure that the intent of the district purposes are being upheld.
 - *No additional conditions are recommended by staff.*



CUP Conditions

1. Construction shall be in conformance with the City of Bastrop regulations.
2. All necessary permits for the proposed development shall be acquired prior to occupying the building.
3. A Building Permit shall be applied for and secured within one year from the date the Conditional Use Permit is granted (second reading of the ordinance).



Compliance with the Moratorium

- This application was already under review prior to August 14, 2018, so it meets the requirements for an Exception.



Planning & Zoning Commission Report

- Motion to approve the recommendation as is and pass it on to Council with Vice-Chair Connell's concerns about parking within 100 feet of the helipad given the nature of how hard it is to restrict trucks parking within the flight path even with signage up.
- The adjacent property owner to the east spoke and had concerns about how the helistop would affect their property. The applicant presented that the sound of the helicopter dissipates at 300 feet from the site and the hospital would be able to provide any lighting beacons required by the FAA on the future adjacent property.



Staff Recommendation

- Hold a public hearing and consider action to approve Ordinance No. 2018-20 granting a Conditional Use Permit for a helistop for Ascension Seton Bastrop Hospital on Lot 1 of Bastrop Grove Subdivision, Section 1, located at 630 West SH 71, an area zoned C-1, within the city limits of Bastrop, Texas; as shown in Exhibit A and Exhibit B; setting out conditions; including a severability clause; and establishing an effective date and include on the consent agenda of the September 25, 2018 City Council meeting.
 - 1. Construction shall be in conformance with the City of Bastrop regulations.
 - 2. All necessary permits for the proposed development shall be acquired prior to occupying the building.
 - 3. A Building Permit shall be applied for and secured within one year from the date the Conditional Use Permit is granted (second reading of the ordinance).



Questions?





STAFF REPORT

MEETING DATE: September 11, 2018

AGENDA ITEM: 9F

TITLE:

Consider action to approve Resolution No. R-2018-82 of the City Council of the City of Bastrop, Texas, approving a proposal to perform the duties of an alternate City Engineer providing staff augmentation for task such as: construction management and study/manage regional infrastructure improvements including streets, drainage, water, and wastewater to Strand Associates for an amount not to exceed Twenty-Five Thousand and 00/100 Dollars (\$25,000.00), as attached in Exhibit A; authorizing the City Manager to execute all necessary documents; providing for a repealing clause; and establishing an effective date.

STAFF REPRESENTATIVE:

Trey Job, Managing Director of Public Works & Leisure Services

BACKGROUND/HISTORY:

The City of Bastrop, in connection with carrying out the duties of its various ordinances and permits regulating roads, driveways, drainage improvements, subdivisions, site development, and water quality, requires the services of a licensed engineer.

On July 10, 2018, Bastrop City Council approved a list of qualified consulting firms to provide assistance with civil engineering, geotechnical engineering, hydraulic and hydrologic engineering, surveying, landscape architecture, land planning and architecture. Strand Associates, Inc. was identified as a qualified consultant in the areas of streets/drainage, sidewalks/trails, hydraulic & hydrology, land surveying, and construction management.

POLICY EXPLANATION:

The City is required to maintain its infrastructure for all utilities and is given authority to do so in the Local Government Code.

FUNDING SOURCE:

FY 19 budget funds have been allocated for professional services such as engineering.

RECOMMENDATION:

Consider action to approve Resolution No. R-2018-82 of the City Council of the City of Bastrop, Texas, approving a proposal to perform the duties of an alternate City Engineer providing staff augmentation for task such as: construction management and study/manage regional infrastructure improvements including streets, drainage, water, and wastewater to Strand Associates for an amount not to exceed Twenty-Five Thousand and 00/100 Dollars (\$25,000.00), as attached in Exhibit A; authorizing the City Manager to execute all necessary documents; providing for a repealing clause; and establishing an effective date.

ATTACHMENTS:

- Resolution
- Engineering Services Agreement Strand Associates, Inc



RESOLUTION NO. R-2018-82

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, APPROVING A PROPOSAL TO PERFORM THE DUTIES OF AN ALTERNATE CITY ENGINEER PROVIDING STAFF AUGMENTATION FOR TASK SUCH AS: CONSTRUCTION MANAGEMENT AND STUDY/MANAGE REGIONAL INFRASTRUCTURE IMPROVEMENTS INCLUDING STREETS, DRAINAGE, WATER, AND WASTEWATER TO STRAND ASSOCIATES FOR AN AMOUNT NOT TO EXCEED TWENTY-FIVE THOUSAND DOLLARS (\$25,000.00), AS ATTACHED IN EXHIBIT A; AUTHORIZING THE CITY MANAGER TO EXECUTE ALL NECESSARY DOCUMENTS; PROVIDING FOR A REPEALING CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, The City of Bastrop City Council understands the importance to public safety provided by performing construction management and managing of regional infrastructure improvements; and

WHEREAS, The City of Bastrop City Council recognizes the importance of proper construction to ensure the city's assets are well built; and

WHEREAS, The City of Bastrop understands the importance of focusing on infrastructure improvements is fiscally responsible; and

WHEREAS, the City of Bastrop has chosen Strand Associates from a list of qualified consulting firms identified by City Council on July 10, 2018.

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

Section 1. That the City Council has found Strand Associates to be a subject matter expert in the fields of streets/drainage, sidewalks/trails, hydraulic & hydrology, land surveying, and construction management.

Section 2. The City Manager is hereby authorized to execute Engineering Services Agreement between the City of Bastrop and Strand Associates, Inc, as well as all other necessary documents.

Section 3. This resolution shall take effect immediately from and after its passage, and it is duly resolved.

DULY RESOLVED AND ADOPTED by the City Council of the City of Bastrop
this 11th day of September 2018.

APPROVED:

Connie B. Schroeder, Mayor

ATTEST:

Ann Franklin, City Secretary

APPROVED AS TO FORM:

Alan Bojorquez, City Attorney

ENGINEERING SERVICES AGREEMENT

This Agreement, made and entered into this, the ____ day of _____ 2018, by and between the **City of Bastrop**, Texas (hereinafter referred to as the “City”) and **Strand Associates, Inc.**[®], hereinafter referred to as “Engineer,” is understood and agreed to be as set forth herein:

1. **Description of Services:** The City, in connection with carrying out the duties of its various ordinances and permits regulating roads, driveways, drainage improvements, subdivisions, site development, and water quality, requires the services of a licensed engineer.
 - (a) Engineer shall be retained by the City under the designation of “Alternate City Engineer” when the City Engineer is unavailable or has a potential conflict of interest regarding the performance of his/her duties.
 - (b) Engineer agrees to review submittals and perform observations requested by the City under appropriate ordinances of the City.
 - (c) Upon City’s request, Engineer will make written reports noting ordinance compliance.
 - (d) Engineer shall deliver reports to Project Manager for City via mail, in person, facsimile (fax), or other electronic means within ten (10) business days after Engineer’s receipt and acceptance of request for review or observation. If the City’s specific assignment of duties for a specific project is declined by Engineer, then the City may assign said duties to another alternate engineer under contract at the City’s discretion. Engineer does not have the authority to unilaterally select an alternate engineer.
 - (e) Engineer may from time to time be called upon to perform the following services:
 - (1) Attend meetings of the City Council, when requested by the Mayor or City Manager; and/or
 - (2) Attend other public or private meetings involving review or observation matters related to the duties performed under this Agreement.
 - (f) Requests for observation may be made by telephone or fax. Upon notification, Engineer will accept or decline the request within three (3) business days.
 - (g) Requests for plan review services may be made by telephone, e-mail or fax. Upon notification, plan document submittals will be picked up within one (1) business day or the City will have them delivered to Engineer within one (1) business day. Reviewed plans and construction documents will be returned no later than ten (10) business days.

- (h) Engineer shall conduct business in good faith displaying professionalism and a courteous manner in dealings with the citizens of the City. Engineer agrees to abide by the Texas Engineering Practice Act and Rules as established by the Texas Board of Professional Engineers.
 - (i) Engineer will report to the City's Planning Director or assigned staff liaison, in writing, any conflicts between Engineer and any citizen in the course of performing said duties.
 - (j) Engineer shall maintain complete and accurate records of services performed for the City. Engineer shall manage both public and confidential records that Engineer obtains pursuant to this Agreement with the understanding that some records may be subject to state open government laws. Engineer shall comply with the City's public information policies.
2. **Payment for Services:** The City will employ the Engineer in accordance with the Fee Schedule attached and incorporated herein as Exhibit "A" and according to the Task Order attached and incorporated herein as Exhibit "B." Engineer shall invoice City monthly for services performed. Invoice shall include a description of the project and type of services performed.
 3. **Duration:** This Agreement shall be in effect for a period of one year (12 months).
 4. **Renewal:** This Agreement shall automatically renew for successive one-year periods unless terminated, as set out below.
 5. **Termination:** Either party may terminate this Agreement by a thirty (30) day written notice.
 6. **Relationship of Parties:** It is understood by the parties that Engineer is an independent contractor with respect to the City and not an employee of the City. City will not provide fringe benefits, including health insurance benefits, paid vacation, or any employee benefit, for the benefit of Engineer.
 7. **Employees:** Engineer employees, if any, who perform services for City under this Agreement shall also be bound by the provisions of this Agreement. At the request of City, Engineer shall provide adequate evidence that such persons are Engineer's employees.
 8. **Injuries/Insurance:** Engineer acknowledges his/her obligation to obtain appropriate insurance coverage for the benefit of Engineer's employees, if any. Engineer waives the rights to recovery from City for any injuries that Engineer and/or Engineer's employees may sustain while performing services under this Agreement. Engineer shall provide a copy of insurance coverage to City at least ten (10) days prior to end of any existing coverage period.
 9. **Indemnification:** Engineer agrees to indemnify and hold City harmless from all claims, losses, expenses, fees, including attorney's fees, costs and judgments that may be asserted against City that result from the negligent acts or omissions of Engineer, Engineer's employees, if any, and Engineer's agents.

- 10. **Assignment:** Engineer’s obligation under this Agreement may not be assigned or transferred to any other person, firm, or corporation without the prior written consent of City.
- 11. **Notice:** All notice required or permitted under this Agreement shall be in writing and shall be delivered either in person or deposited in the United States mail, postage prepaid, addressed as follows:

For the City:

Attention: City Manager
 City of Bastrop
 P.O. Box 427
 Bastrop, TX 78602
 512-332-8800

For the Alternate Engineer:

Attention:
 Strand Associates, Inc.®
 203 South Jackson Street
 Brenham, TX 77833
 979-836-7937

Either party may change such address from time to time by providing written notice to the other in the manner set forth above. Notice is deemed to have been received three (3) days after deposit in U.S. mail.

- 12. **Entire Agreement:** This Agreement contains the entire Agreement of the parties and there are no other promises or conditions in any other Agreement whether oral or written. This Agreement supersedes and prior written agreements between the parties.
- 13. **Amendment:** This Agreement may be modified or amended only if the amendment is made in writing and is signed by both parties.
- 14. **Severability:** If any provision of this Agreement shall be held to be invalid or unenforceable, then such provision shall be deemed to be written, construed, and enforced as so limited.
- 15. **Waiver of Contractual Right:** The failure of any party to enforce any provision of this Agreement shall not be construed as a waiver of limitation to that party’s right to subsequently enforce and compel strict compliance with every provision of this Agreement.
- 16. **Applicable Law:** The laws of the State of Texas shall govern this Agreement.
- 17. **Venue:** The venue for any and all legal disputes arising under this Agreement shall be *Bastrop County, Texas*.

CITY OF BASTROP:

DRAFT

Lynda Humble, City Manager

Date: _____

ATTEST:

DRAFT

Ann Franklin, City Secretary

STRAND ASSOCIATES, INC.®

DRAFT

Matthew S. Richards, Corporate Secretary

Date: _____

Attachment "A"

SCHEDULE OF CHARGES

Compensation for engineering services shall be as specified in each subsequently issued Task Order on an hourly basis at the rates set forth below, which are subject to change annually on July 1.

<u>Engineering Services Classification</u>	<u>Hourly Billing Rates*</u>
Principal Engineer	\$280
Senior Project Manager	\$210
Project Managers	\$165
Project Engineers	\$130
Engineering Technicians	\$118
Graduate Engineer	\$113
NACE Certified Project Representative (Tank Construction)	\$ 97
Project Representative	\$102
Computer-Aided Design and Drafting (CADD) Operator	\$ 91
Administrative	\$ 75

* Updated annually on July 1

Compensation for surveying services shall be on an hourly basis at the rates set forth below which are subject to change annually on July 1.

<u>Surveying Services Classification</u>	<u>Hourly Billing Rates*</u>
Registered Professional Land Surveyor	\$180
Surveying Technician	\$102
Three-Man Field Party	\$225
Two-Man Field Party	\$161
One-Man Field Party	\$102
Global Positioning System (GPS) Equipment	\$ 55
Robotic Total Station	\$ 35

* Updated annually on July 1

Subcontract costs shall be billed at invoice cost plus 15 percent for handling.

CITY REVIEW

DRAFT

Exhibit "B"
Task Order



CITY REVIEW

Strand Associates, Inc.
203 South Jackson Street
Brenham, Texas 77833
(P) 979-836-7937
(F) 979-836-7936

Task Order No. Year { }-No. { }
City of Bastrop, Texas (City)
and Strand Associates, Inc.® (Engineer)
Pursuant to Professional Services Agreement dated _____, 20__

Project Information

Project Name: {Project Name}
Project Description: {Project Description}.
Services Description: {Services Description}

Scope of Services

Engineer will provide the following services to City:

- {Appropriate Verbiage}.
- {Appropriate Verbiage}.

Compensation

City shall compensate Engineer for Services under this Task Order on an hourly rate basis an estimated fee of \$ { }.

Schedule

Services will begin upon execution of this Task Order, which is anticipated on Date { }. Services are scheduled for completion on Date { }.

TASK ORDER AUTHORIZATION AND ACCEPTANCE:

Engineer:
STRAND ASSOCIATES, INC.®

City:
CITY OF BASTROP

SAMPLE

Matthew S. Richards Date
Corporate Secretary

SAMPLE

Lynda Humble Date
City Manager

SAMPLE

Ann Franklin Date
City Secretary



STAFF REPORT

MEETING DATE: September 11, 2018

AGENDA ITEM: 9G

TITLE:

Consider action to approve Resolution No. R-2018-71 of the City Council of the City of Bastrop, Texas approving an Engineering Services Agreement with Freese & Nichols for design and construction management services of a water treatment plant and improvements on the City's site located on XS Ranch, in the amount of Eight Hundred and Thirty Thousand and 00/100 Dollars (\$830,000.00) attached as Exhibit A; authorizing the City Manager to execute all necessary documents; providing for a repealing clause; and establishing an effective date.

STAFF REPRESENTATIVE:

Trey Job, Managing Director of Public Works & Leisure Services

BACKGROUND/HISTORY:

The City of Bastrop, currently owns 3,000 acre-feet of water rights within the XS Ranch and is in the process of acquiring an additional 3,000 acre-feet of water rights for a potential 6,000 acre-feet water supply. A pilot well identified as TS-2 and a production well identified as Well "J" has been completed. Based on the report "Summary of Pumping Test Results and Drawdown Assessment – City of Bastrop Simsboro Well No. 1, dated March 29, 2018 by the Thornhill Group, Inc., the well should be capable of producing 2,000 acre-feet per year (1,240 gpm). The well field will need to be evaluated and developed to provide an additional 4,000 acre-feet per year (2,480 gpm) for a total capacity of 6,000 acre-feet (3,720 gpm).

A pump station and ground storage tank will be required to transfer water from a proposed treatment plant to the City's distribution system. It is anticipated that a 16-inch distribution/transmission line will need to be installed. The pipeline route may include creek crossings, but no boring under the Colorado River is anticipated. Upon development of the XS well field, it is anticipated that the City's existing Willow and Bob Bryant facilities will be decommissioned.

Freese and Nichols will prepare a Preliminary Design Report (PDR) summarizing the water quality testing results and treatment recommendations along with a summary of all technical memorandums developed as part of the preliminary design.

On July 10, 2018, Bastrop City Council approved a list of qualified consulting firms to provide assistance with civil engineering, geotechnical engineering, hydraulic and hydrologic engineering, surveying, landscape architecture, land planning and architecture. Freese and Nichols was identified as a qualified consultant in the areas of water/wastewater, streets/drainage, hydraulic & hydrology, traffic, construction management, land planning, and architecture.

POLICY EXPLANATION:

The City is required to maintain its infrastructure for all utilities and is given authority to do so in the Local Government Code.

FUNDING SOURCE:

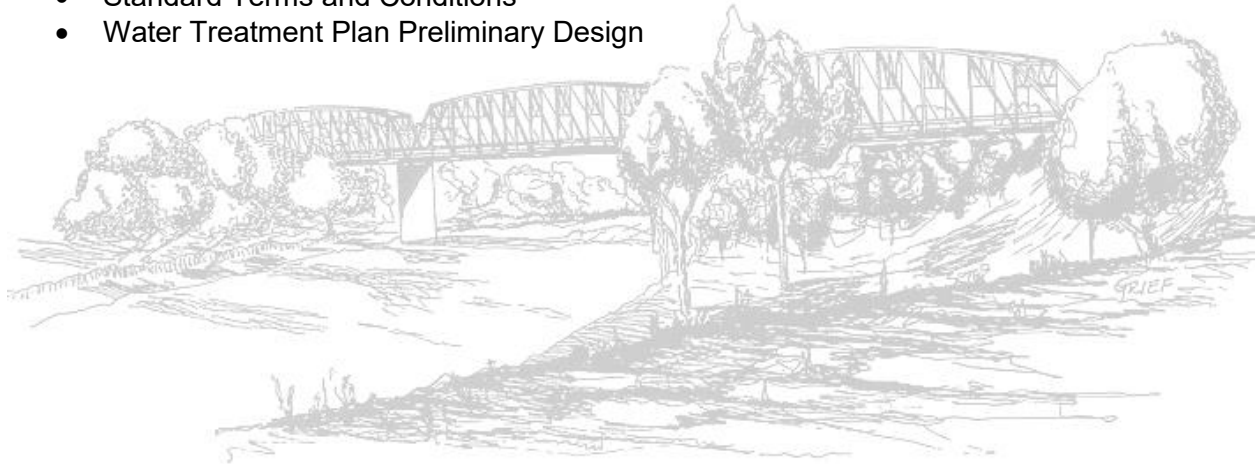
Revenue bonds will be issued to cover the complete design and construction of the water plant, the preliminary design phase will be funded from the department's existing fund balance.

RECOMMENDATION:

Consider action to approve Resolution No. R-2018-71 of the City Council of the City of Bastrop, Texas approving an Engineering Services Agreement with Freese & Nichols for design and construction management services of a water treatment plant and improvements on the City's site located on XS Ranch, in the amount of Eight Hundred and Thirty Thousand and 00/100 Dollars (\$830,000.00) attached as Exhibit A; authorizing the City Manager to execute all necessary documents; providing for a repealing clause; and establishing an effective date.

ATTACHMENTS:

- Resolution
- Master Agreement for Professional Services
- Bastrop Water Treatment Plant – Preliminary Design Scope
- Standard Terms and Conditions
- Water Treatment Plan Preliminary Design



RESOLUTION NO. R-2018-71

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, APPROVING AN ENGINEERING SERVICES AGREEMENT WITH FREESE & NICHOLS FOR DESIGN AND CONSTRUCTION MANAGEMENT SERVICES OF A WATER TREATMENT PLANT AND IMPROVEMENTS ON THE CITY'S SITE LOCATED ON XS RANCH, IN THE AMOUNT OF EIGHT HUNDRED AND THIRTY THOUSAND AND 00/100 DOLLARS (\$830,000.00) ATTACHED AS EXHIBIT A; AUTHORIZING THE CITY MANAGER TO EXECUTE ALL NECESSARY DOCUMENTS; PROVIDING FOR A REPEALING CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, The City of Bastrop City Council understands the importance to public safety provided by providing quality drinking water for its citizens; and

WHEREAS, The City of Bastrop currently owns 3,000 acre-feet of water rights within the XS Ranch and is in the process of acquiring an additional 3,000 acre-feet of water rights for a potential 6,000 acre-feet water supply; and

WHEREAS, The City of Bastrop has completed a pilot well identified as TS-2 and a production well identified as Well "J" on XS Ranch; and

WHEREAS, The City of Bastrop City Council acknowledges the need for water quality testing results, treatment recommendations and a preliminary design for the proposed treatment plant to the City's distribution system; and

WHEREAS, The City of Bastrop City Council understands the importance of consulting on these matters with a licensed engineer; and

WHEREAS, The City of Bastrop understands the importance of focusing on infrastructure improvements in the general area of SH 71 and FM 304; and

WHEREAS, the City of Bastrop has chosen Freese and Nichols from a list of qualified consulting firms identified by City Council on July 10, 2018.

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

Section 1. That the City Council has found Freese and Nichols to be a subject matter expert in the fields of water/wastewater, streets/drainage, hydraulic & hydrology, traffic, construction management, land planning, and architecture.

Section 2. The City Manager is hereby authorized to execute an Engineering Services Agreement between the City of Bastrop and Freese and Nichols, attached as Exhibit A, as well as all other necessary documents.

Section 3. This resolution shall take effect immediately from and after its passage, and it is duly resolved.

DULY RESOLVED AND ADOPTED by the City Council of the City of Bastrop this 11th day of September 2018.

APPROVED:

Connie B. Schroeder, Mayor

ATTEST:

Ann Franklin, City Secretary

APPROVED AS TO FORM:

Alan Bojorquez, City Attorney

MASTER AGREEMENT FOR PROFESSIONAL SERVICES

STATE OF TEXAS §

COUNTY OF TARRANT §

This Agreement is entered into by City of Bastrop, Texas, hereinafter called "Owner" and Freese and Nichols, Inc., hereinafter called "FNI." In consideration of the Agreements herein, the parties agree as follows:

- I. **EMPLOYMENT OF FNI:** In accordance with the terms of this Agreement: Owner agrees to employ FNI; FNI agrees to perform professional services in connection with various Projects; Owner agrees to pay to FNI compensation. A detailed description of the various Projects scope and fee will be outlined in Task Authorizations as services are requested by Owner. FNI will not begin services until a Task Authorization is agreed upon by FNI and Owner. An example of this Task Authorization is included as Schedule "A."
- II. **SCOPE OF SERVICES:** FNI shall provide professional services in connection with Projects as set forth in Attachment SC - Scope of Services and Responsibilities of Owner which is attached to and made a part of this Agreement. Details concerning the specific Scope of Services for projects will be included in the Task Authorization.
- III. **COMPENSATION:** Owner agrees to pay FNI for all professional services rendered under this Agreement. FNI shall perform professional services as outlined within each Task Authorization issued under this Master Agreement. Fees for services will be negotiated for each Task Authorization.
- IV. **TERMS AND CONDITIONS OF AGREEMENT:** The Terms and Conditions of Agreement as set forth as Attachment TC shall govern the relationship between the Owner and FNI.

Nothing under this Agreement shall be construed to give any rights or benefits in this Agreement to anyone other than Owner and FNI, and all duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of Owner and FNI and not for the benefit of any other party.

This Agreement constitutes the entire Agreement between Owner and FNI and supersedes all prior written or oral understandings. This Agreement is valid thru August 31, 2020 and may be extended by mutual agreement.

This contract is executed in two counterparts.

IN TESTIMONY HEREOF, they have executed this Agreement, the ___ day of _____20___.

ATTEST:

CITY OF BASTROP, TEXAS

By: _____

Print Name & Title

ATTEST:

FREESE AND NICHOLS, INC.
(FNI)

By: _____

Print Name & Title

SCOPE OF SERVICES AND RESPONSIBILITIES OF OWNER

ARTICLE I

BASIC SERVICES: FNI shall provide the following professional services in connection with the development of the Project:

TO BE ESTABLISHED IN EACH TASK AUTHORIZATION

ARTICLE II

ADDITIONAL SERVICES: Additional Services to be performed by FNI, if authorized by Owner, which are not included in the above described basic services, are described as follows:

TO BE ESTABLISHED IN EACH TASK AUTHORIZATION

ARTICLE III

TIME OF COMPLETION: FNI agrees to complete the services in accordance with the schedule established in each Task Authorization.

IF FNI’s services are delayed or suspended in whole or in part by Owner, or if FNI’s services are extended by the Contractor’s actions or inactions for more than 90 days through no fault of FNI, FNI shall be entitled to equitable adjustment of rates and amounts of compensation.

ARTICLE IV

RESPONSIBILITIES OF OWNER: Owner shall perform the following in a timely manner so as not to delay the services of FNI:

- A. Owner recognizes and expects that certain Change Orders may be required. Unless noted otherwise, the Owner shall budget a minimum of 5% for new construction and a minimum of 10% for construction that includes refurbishing existing structures.

Further, Owner recognizes and expects that certain Change Orders may be required to be issued as the result in whole or part of imprecision, incompleteness, errors, omission, ambiguities, or inconsistencies in the Drawings, Specifications, and other design documentation furnished by Engineer or in the other professional services performed or furnished by Engineer under this Agreement (“Covered Change Orders”). Accordingly, Owner agrees to pay for Change Orders and otherwise to make no claim directly or indirectly against Engineer on the basis of professional negligence, breach of contract, or otherwise with respect to the costs of approved Covered Change Orders unless the aggregate costs of all such approved Covered Change Orders exceed 2% for new construction and 4% for reconstruction. Any responsibility of Engineer for the costs of Covered Changed Orders in excess of such percentage will be determined on the basis of applicable contractual obligations and professional liability standards. For purposes of this paragraph, the cost of Covered Change Orders will not include:

- any costs that Owner would have incurred if the Covered Change Order work had been included originally in the Contract Documents and without any other error or omission of Engineer related thereto,
- Any costs that are due to unforeseen site conditions, or
- Any costs that are due to changes made by the Owner.
- Any costs that are due to the Contractor

Nothing in this provision creates a presumption that, or changes the professional liability standard for determining if, Engineer is liable for the cost of Covered Change Orders in excess of the percent of Construction Cost stated above or for any other Change Order. Wherever used in this document, the term Engineer includes Engineer's officers, directors, partners, employees, agents, and Engineers Consultants.

- B. Designate in writing a person to act as Owner's representative with respect to the services to be rendered under this Agreement. Such person shall have contract authority to transmit instructions, receive information, interpret and define Owner's policies and decisions with respect to FNI's services for the Project.
- C. Provide all criteria and full information as to Owner's requirements for the Project, including design objectives and constraints, space, capacity and performance requirements, flexibility and expandability, and any budgetary limitations; and furnish copies of all design and construction standards which Owner will require to be included in the drawings and specifications.
- D. Assist FNI by placing at FNI's disposal all available information pertinent to the Project including previous reports and any other data relative to design or construction of the Project.
- E. Arrange for access to and make all provisions for FNI to enter upon public and private property as required for FNI to perform services under this Agreement.
- F. Examine all studies, reports, sketches, drawings, specifications, proposals and other documents presented by FNI, obtain advice of an attorney, insurance counselor and other consultants as Owner deems appropriate for such examination and render in writing decisions pertaining thereto within a reasonable time so as not to delay the services of FNI.
- G. Furnish approvals and permits from all governmental authorities having jurisdiction over the Project and such approvals and consents from others as may be necessary for completion of the Project.
- H. Owner shall make or arrange to have made all subsurface investigations, including but not limited to borings, test pits, soil resistivity surveys, and other subsurface explorations. Owner shall also make or arrange to have made the interpretations of data and reports resulting from such investigations. All costs associated with such investigations shall be paid by Owner.
- I. Provide such accounting, independent cost estimating and insurance counseling services as may be required for the Project, such legal services as Owner may require or FNI may reasonably request with regard to legal issues pertaining to the Project including any that may be raised by Contractor(s), such auditing service as Owner may require to ascertain how or for what purpose any Contractor has used the moneys paid under the construction contract, and such inspection services as Owner may require to ascertain that Contractor(s) are complying with any law, rule, regulation, ordinance, code or order applicable to their furnishing and performing the work.

- J. Owner shall determine, prior to receipt of construction bid, if FNI is to furnish Resident Project Representative service so the Bidders can be informed.
- K. If Owner designates a person to serve in the capacity of Resident Project Representative who is not FNI or FNI's agent or employee, the duties, responsibilities and limitations of authority of such Resident Project Representative(s) will be set forth in an Attachment attached to and made a part of this Agreement before the Construction Phase of the Project begins. Said attachment shall also set forth appropriate modifications of the Construction Phase services as defined in Attachment SC, Article I, C, together with such adjustment of compensation as appropriate.
- L. Attend the pre bid conference, bid opening, preconstruction conferences, construction progress and other job related meetings and substantial completion inspections and final payment inspections.
- M. Give prompt written notice to FNI whenever Owner observes or otherwise becomes aware of any development that affects the scope or timing of FNI's services, or any defect or nonconformance of the work of any Contractor.
- N. Furnish, or direct FNI to provide, Additional Services as stipulated in Attachment SC, Article II of this Agreement or other services as required.
- O. Bear all costs incident to compliance with the requirements of this Article IV.



**SCHEDULE A
TASK AUTHORIZATION**

Client:	FNI Project No.:
Attn:	Phase/Task/Dept. No.:
	Date:
<p>This authorization is in accordance with the terms and conditions outlined in the Master Agreement executed on _____ and expires on _____.</p>	
Project Description:	
Description of Services:	
Deliverables:	
Compensation shall be as follows:	
	Original Contract Amount \$
Schedule shall be as follows:	

The above described services shall proceed upon return of this Task Authorization. Services will be billed as they are done. All other provisions, terms, and conditions of the Agreement for services which are not expressly amended shall remain in full force and effect.

- A contract modification will be submitted.
- This Task Authorization will serve as notice to proceed.

FREESE AND NICHOLS, INC.:

CLIENT:

BY: _____

BY: _____

Print or Type Name

Print or Type Name

TITLE: _____

TITLE: _____

DATE: _____

DATE: _____

PROJECT REPRESENTATION

1. If Resident Project Representative Services are to be provided, Attachment RPR should be made a part of the Agreement for Professional Services.
- A. The ENGINEER will have a Resident Project Representative on the Site. The duties, responsibilities and the limitations of authority of the Resident Project Representative, and designated assistants, are as follows:
 1. Resident Project Representative is ENGINEER's agent at the site, will act as directed by and under the supervision of ENGINEER, and will confer with ENGINEER regarding Resident Project Representative's actions. Resident Project Representative's dealings in matters pertaining to the on-site Work shall in general be with ENGINEER and CONTRACTOR, keeping Owner advised as necessary. Resident Project Representative's dealings with Subcontractors shall only be through or with full knowledge and approval of CONTRACTOR. Resident Project Representative shall generally communicate with Owner with the knowledge of and under the direction of ENGINEER.
- B. Duties and Responsibilities of Resident Project Representative:
 1. Schedules: Review the progress schedule, schedule of Shop Drawing submittals and schedules of values prepared by CONTRACTOR and consult with ENGINEER concerning acceptability.
 2. Conferences and Meetings: Attend meetings with CONTRACTOR, such as preconstruction conferences, progress meetings, job conferences and other project-related meetings, and prepare and circulate copies of minutes thereof.
 3. Liaison:
 - a. Serve as ENGINEER's liaison with CONTRACTOR, working principally through CONTRACTOR's superintendent and assist in understanding the intent of Contract Documents; and assist ENGINEER in serving as Owner's liaison with CONTRACTOR when CONTRACTOR's operations affect Owner's on-site operations.
 - b. Assist in obtaining from Owner additional details or information, when requested.
 4. Shop Drawings and Samples:
 - a. Record date of receipt of Shop Drawings and Samples.
 - b. Receive Samples which are furnished at the Site by CONTRACTOR, and notify ENGINEER of availability of Samples for examination.
 - c. Advise ENGINEER and CONTRACTOR of the commencement of any Work requiring a Shop Drawing or Sample if the submittal has not been approved by ENGINEER.
 5. Review of Work, Rejection of Defective Work, Inspections and Tests:
 - a. Conduct on-site observations of the Work in progress to determine if the Work is in general proceeding in accordance with the Contract Documents.
 - b. Based on the information, knowledge and belief of RPF, report to ENGINEER whenever Resident Project Representative believes that any Work will not produce a completed Project that conforms generally to the Contract Documents or will prejudice the integrity of the design concept of the completed Project as a functioning whole as indicated in the Contract Documents, or has been damaged, or does not meet the requirements of any inspection, test or approval required to be made; and advise ENGINEER of Work the Resident Project Representative believes should be corrected or rejected or should be uncovered for observation, or requires special testing, inspection or approval.

- c. Verify that tests, equipment and systems start-up and operating and maintenance training are conducted in the presence of appropriate personnel, and the CONTRACTOR maintains adequate records thereof; and observe record and report to ENGINEER appropriate details relative to the test procedures and start-ups.
 - d. Accompany visiting inspectors representing public or other agencies having jurisdiction over the Project, record the results of these inspections and report to ENGINEER.
6. Interpretation of Contract Documents: Report to ENGINEER when clarifications and interpretations of the Contract Documents are needed and transmit to CONTRACTOR clarifications and interpretations as issued by ENGINEER.
 7. Request for Revisions: Consider and evaluate CONTRACTOR's suggestions for revisions to Drawings or Specifications and report with Resident Project Representative's recommendations to ENGINEER. Transmit to CONTRACTOR in writing decisions as issued by ENGINEER.
 8. Records:
 - a. Maintain at the job site orderly files for correspondence, reports of job conferences, Shop Drawings and Samples, reproductions of original Contract Documents, including all Work Change Directives, Addenda, Change Orders, Field Orders, Written Amendments, additional Drawings issued subsequent to the execution of the Contract, ENGINEER's clarifications and interpretations of the Contract Documents, progress reports, submittals and correspondence received from and delivered to CONTRACTOR and other Project related documents.
 9. Reports:
 - a. Furnish to ENGINEER periodic reports as required of progress of the work and of CONTRACTOR's compliance with the progress schedule and schedule of Shop Drawings and Sample submittals.
 - b. Consult with ENGINEER in advance of scheduled major tests, inspections or start of important phases of the Work.
 - c. Draft proposed Written Amendments, Change Orders and Work Change Directives, obtaining backup material from CONTRACTOR and recommend to ENGINEER Written Amendments, Change Orders, Work Change Directives, and Field Orders.
 - d. When known, report immediately to ENGINEER and Owner the occurrence of any accident.
 10. Payment Requests: Review Applications for Payment with CONTRACTOR for compliance with the established procedure for their submission and forward with recommendations to Owner, noting particularly the relationship of the payment requested to the schedule of values, Work completed and materials and equipment at the Site but not incorporated in the Work.

11. Certificates, Maintenance and Operation Manuals: During the course of the Work, verify that certificates, maintenance and operation manuals and other data required to be assembled and furnished by CONTRACTOR are applicable to the items actually installed and in accordance with the Contract Documents, and have this material delivered to ENGINEER for review and forwarding to Owner prior to final payment for the Work.

12. Completion:

- a. Before ENGINEER issues a Certificate of Substantial Completion, submit to CONTRACTOR a list of observed items requiring completion or correction.
- b. Observe whether CONTRACTOR has performed inspections required by laws or regulations, ordinances, codes or order applicable to the Work, including but not limited to those to be performed by public agencies having jurisdiction over the Work.
- c. Conduct a final inspection in the company of ENGINEER, Owner and CONTRACTOR and prepare a final list of items to be completed or corrected.
- d. Observe whether all items on final list have been completed or corrected and make recommendations to ENGINEER concerning acceptance.

C. Limitations of Authority of Resident Project Representative:

1. Shall not authorize any deviation from the Contract Documents or substitution of materials or equipment (including "or-equal" items), unless authorized by ENGINEER.
2. Shall not exceed limitations of ENGINEER's authority as set forth in Agreement or the Contract Documents.
3. Shall not undertake any of the responsibilities of CONTRACTOR, Subcontractor, Suppliers, or CONTRACTOR's superintendent.
4. Shall not advise on, issue directions relative to or assume control over any aspect of the means, methods, techniques, sequences or procedures of construction unless such advice or directions are specifically required by the Contract Documents.
5. Shall not advise on, issue directions regarding or assume control over safety precautions and programs in connection with the Work or any activities or operations of Owner or CONTRACTOR.
6. Shall not accept shop drawing or sample submittals from anyone other than the CONTRACTOR.
7. Shall not participate in specialized field or laboratory tests or inspections conducted by others, except as specifically authorized by ENGINEER.

EXHIBIT A
TASK AUTHORIZATION NO. 1
CITY OF BASTROP
PRELIMINARY DESIGN SERVICES FOR
WATER TREATMENT PLANT, XS RANCH WELL FIELD, AND TRANSMISSION FACILITIES
SCOPE OF SERVICES
JULY 30, 2018 (DRAFT)

PROJECT DESCRIPTION:

This Task Authorization (TA) No. 1 includes Preliminary Design Phase services for a new well field and production facilities, groundwater treatment facilities, ground storage tank, transmission pump station, transmission piping, and associated services for the City of Bastrop.

The City of Bastrop currently owns 3,000 acre-feet of water rights within the XS Ranch and is in the process of acquiring an additional 3,000 acre-feet of water rights for a total potential 6,000 acre-feet water supply. A pilot well identified as TS-2 and a production well identified as Well "J" have been completed. Based on the report "Summary of Pumping Test Results and Drawdown Assessment – City of Bastrop Simsboro Well No. 1, dated March 29, 2018 by the Thornhill Group, Inc. indicated the well should be capable of producing 2,000 acre-feet per year (1,240 gpm). The well field will need to be evaluated and developed to provide an additional 4,000 acre-feet per year (2,480 gpm) for a total capacity of 6,000 acre-feet (3,720 gpm).

Water tests on both wells indicated that the levels of iron and manganese may exceed secondary treatment standards and treatment would be required for the water. Freese and Nichols (FNI) will gather water quality samples, conduct well water quality testing, obtain laboratory results and analyze the data to further refine treatment options for the wells. In addition, FNI will make further investigations into the oxidation options given the quality and composition of the water.

A pump station and ground storage tank will be required to transfer water from a proposed treatment plant to the City's distribution system. It is anticipated that a 16-inch distribution/transmission line will need to be installed. The pipeline route may include creek crossings, but no boring under the Colorado River is anticipated. Upon development of the XS well field, it is anticipated that the City's existing Willow and Bob Bryant facilities will be decommissioned.

FNI will prepare a Preliminary Design Report (PDR) summarizing the water quality testing results and treatment recommendations along with a summary of all technical memorandums developed as part of the preliminary design.

PROJECT SCOPE:

This Authorization includes Preliminary Design Phase tasks for the XS Ranch Well Field and Production Facilities.

The following facilities are anticipated and will be evaluated as a part of this scope of work:

1. Ground Water Wells – Evaluate and locate a minimum of two (2) and up to a maximum of four (4) groundwater wells. The ultimate number of ground water wells will be determined after drilling

and well testing of the first two (2) wells. Well testing will determine individual and combined well capacities, which will establish design capacities for final design of all project facilities.

2. Well Collection Piping – Evaluate and provide alignment recommendations for well collection piping, including the evaluation of up to two (2) alignments. Piping will collect water from the well heads and deliver it to the water treatment plant.
3. Water Treatment Plant – Evaluate water quality, perform a bench-scale pilot study, and provide treatment recommendations. Prepare a conceptual design for the recommended treatment process, and for any buildings required to house treatment process equipment, chemical feed, electrical, controls, instrumentation, and SCADA equipment.
4. Ground Storage Tank – Evaluate type and size of an above ground storage tank to receive flows from the water treatment plant to provide a reservoir for a booster pump station.
5. Booster Pump Station – Evaluate location, size and layout for an outdoor pump station to pump to the City’s existing distribution system.
6. Electrical Building – Building to house all electrical switchgear, controls, instrumentation, and SCADA equipment. Evaluate a separate electrical building for the transmission pumps or a combined electrical building for all facilities.
7. Distribution Piping – Evaluate a maximum of two (2) alignments for approximately 22,000 LF of distribution piping connecting the Booster Pump Station to the City’s existing distribution system.

PROJECT SEQUENCING:

The Preliminary Design tasks will be sequenced to expedite well drilling and permitting requirements as follows:

1. Upon Notice to Proceed, the following tasks will begin:
 - a. Perform environmental investigations (desktop and field surveys) and develop environmental documentation report upon completion of field investigations.
 - b. Prepare Draft hydrogeologist study.
 - c. Begin water supply permitting coordination with Texas Commission on Environmental Quality (TCEQ).
2. Prepare proposal for well drilling/testing on the first two (2) wells to determine individual and combined well capacities, which will establish design capacities for final design of all project facilities. Testing may determine that up to three (3) or four (4) total wells can be installed.
3. Upon completion of well testing in the well drilling phase, conduct the following tasks:
 - a. Conduct hydraulic modeling to determine sizing of facilities.
 - b. Prepare Final PDR.
4. Prepare proposal for Design, Bid, and Construction Phase tasks based on recommendations in PDR.

PROJECT ASSUMPTIONS:

The following elements will be included as part of the Preliminary Design Phase:

- Preliminary Water Master Plan without hydraulic modeling
- Environmental Study
- Hydrogeologist Study
- Water Quality Testing
- Water Treatment Bench Scale Testing
- Transmission Pipeline Route Study
- Real Estate Investigation for Right-of-Way Acquisition for Transmission Pipeline
- Alternative Project Delivery Evaluation Workshop
- Preliminary design basis for geotech, structural, architectural, mechanical/plumbing, electrical and instrumentation & controls
- Preliminary design of recommended wells and well field infrastructure
- Preliminary design of recommended treatment facilities
- Preliminary design of recommended storage tank and transmission/distribution pump system
- Preliminary design of recommended pipeline route
- Preliminary design of recommended connection to existing water distribution system

BASIC SERVICES:

1. **Project Management**

1. Develop a baseline project design schedule and prepare updated project design schedules monthly.
2. Develop a project Quality Assurance/Quality Control (QA/QC) Program.
3. Provide monthly progress reports and invoices to the City of Bastrop.
4. Track all action items and decisions made by the City of Bastrop and the Project Team.
5. Manage project integration, scope, schedule, cost, quality, staff resources, subconsultants, communications, risk, and procurements as necessary.

2. **Meetings:** FNI will provide meeting agenda and record meeting minutes for the following meetings.

1. Project Kickoff Meeting with City of Bastrop
2. Internal Project Kickoff Meeting
3. Up to two (3) Project Progress Meeting – timing as needed through the project.
4. Draft PDR Review Meeting
5. Final PDR Review Meeting

3. **Hydrogeology Preliminary Engineering (Subconsultant – GSI)**

1. Review of Existing Materials. GSI will review all available materials germane to the Project that has been produced to date. These materials include, but are not necessarily limited to;

- a. Permits issued by the Lost Pines Groundwater Conservation District (District), and any of the executed agreements between the parties involved in the Project dealing with water rights or permitted pumping amounts.
- b. Available hydrogeologic reports prepared by consultants for the City or XS Ranch during previous phases of work for this Project.
- c. Any maps, geologic cross sections, or other work products available from the City that are not necessarily part of a published report.
- d. Any other documents identified by Freese and Nichols or the City that are judged to be significant to the Project.

The review of existing technical information will be used to inform a conceptual site model of the Project site, to identify target zones for development, and to specify project goals and requirements for future phases of the Project.

2. Groundwater Modeling. GSI will utilize the Central Carrizo-Wilcox Groundwater Availability Model (GAM) published and maintained by the Texas Water Development Board (TWDB) to assess the long-term sustainability of the proposed pumping, and to simulate the anticipated drawdown associated with full exercise of the allotted 6,000 acre-feet per year of pumping for the City. Anticipated drawdown at third party wells will be evaluated. Simulations will be run both with and without the City pumping included so that the impact of the City's proposed pumping can be evaluated both individually, without consideration of the effect of third party pumping, and cumulatively with the effects of third party pumping included. Figures displaying regional drawdown and potentiometric surface associated with the Project will be prepared and included in the Final Report.
3. Well Spacing Analysis. Wells that are spaced too closely together may be subject to the phenomenon of well interference, in which the cones of depression of adjacent wells may overlap, potentially reducing the pumping efficiency of the wells. GSI will perform an analysis to determine an appropriate spacing between wells to minimize this possibility, while adhering to the District's well spacing rules. The GAM is a regional model with a cell size of one square mile. This spatial discretization is likely too coarse for use as a tool to evaluate well spacing. GSI will employ analytical methods such as Theis analysis, or analytic element modeling to determine an appropriate recommended distance between adjacent wells.
4. Well Location Recommendations. GSI, in consultation with the City and F&N, will evaluate all constraints that may affect potential well placement, including location of existing roads, existing power lines, resulting pipeline runs, District rules on property line offset and well spacing, and any other factors identified by the City or F&N. Three new well locations will be recommended and documented in the final Report.
5. Well Conceptual Design. Based on the locations identified in Task 4, GSI will generate conceptual designs for the wells that will estimate anticipated total depth based on existing geologic data, recommended well diameter, possible screened intervals, and information pertinent to pump selection for each well. This information will be conceptual only. Detailed well design and permitting will be addressed in a later phase of the Project.

6. Final Report. GSI will generate a Report documenting the findings of Tasks 1 through 5. A draft report will be submitted to the City and F&N for review and comment, and a Final Report will incorporate this input as appropriate.
 7. Project Management and Meetings. GSI anticipates participating in an internal kickoff meeting which will be attended via Skype or other computer meeting software, and a final meeting with the client to review the findings of the hydrogeologic report, which will be attended in person. Scheduled weekly phone calls with the F&N Project contact, and the City Project Manager (if desired) will assure that regular communications are maintained between GSI staff and F&N/City personnel.
4. **Environmental Study.** As part of ensuring environmental regulatory compliance of the proposed project, FNI will perform an environmental evaluation that will include a desktop survey and a site visit. Resulting information will be summarized in the PDR. Specifically, we will evaluate the project with regards to the following:
- US Army Corps of Engineers (USACE) – Section 404 of the Clean Water Act
 - US Fish and Wildlife Service (USFWS) – Endangered Species Act
 - Texas Historical Commission (THC) – National Historic Preservation Act and/or State Antiquities Code

The following information provides more details on steps taken to evaluate project environmental regulatory compliance:

1. **Desktop Surveys** – Prior to performing field surveys, FNI will perform a desktop survey to evaluate potential environmental constraints for the project area and proposed pipeline ROWs. To address a variety of environmental regulations we will review various publicly-available data, including (but not limited to) US Fish and Wildlife Service (USFWS) National Wetland Inventory (NWI) maps, literature on life history and previously-recorded occurrence data of federally-listed species, Texas Parks and Wildlife Department (TPWD) and USFWS county lists of potentially-occurring protected species, TPWD's Natural Diversity Database, Natural Resource Conservation Service (NRCS) county soil maps, US Geological Survey (USGS) 7.5-minute topographic maps, USGS National Hydrography Dataset (NHD), Texas Historical Commission's Atlas data for previously-recorded cultural resources and historic properties, Federal Emergency Management Agency (FEMA) floodplain maps, and recent and historic aerial imagery.
2. **Field Surveys** – Following the desktop surveys and once a project footprint and preferred pipeline ROW is identified, FNI will perform a field effort that will include a delineation of waters of the US (WOTUS) and a habitat assessment for federally-listed species. WOTUS delineations will be performed to collect data necessary for USACE permit application (which may be needed at a later project phase). We will use a sub-meter accuracy GPS unit to map all potentially regulated waters, including wetlands. Methods will follow the 1987 USACE Wetland Delineation Manual, and the Great Plains Regional Supplement. Wetland Determination Data Forms (WDDFs) will be produced for any potential wetlands mapped during this effort. Resulting information will be included in the

environmental documentation report and summarized in the PDR. Access to be provided by the City.

3. Section 404 Permitting Evaluation – A USACE Section 404 permit is required for activities that result in the discharges of fills within WOTUS. During the desktop analysis and field effort, FNI will identify potential WOTUS within project extents. The design phase will then identify WOTUS that cannot be avoided and the appropriate USACE permitting requirements will be provided. Information on the USACE permitting approach will be included in the environmental documentation report and summarized in the PDR. No USACE permit application will be submitted under this scope.
4. Federally-listed Species and Endangered Species Act – Bastrop County includes areas designated as Critical Habitat for the federally-listed Houston Toad. Habitat assessment will be performed during the field surveys for all potentially occurring federally-listed species in Bastrop County. Initial reviews of the draft project layouts indicate that it avoids areas identified as Designated Critical Habitat for the federally-listed Houston Toad; however, in addition to the habitat assessment, FNI will review all Habitat Conservation Plans (HCP) relevant to the project extents and ensure that HCP requirements are considered during the design phases of the project, if applicable. Relevant information will be included in the environmental documentation report and summarized in the PDR. No USFWS coordination will occur under this scope.
5. Cultural Resources Evaluation – A desktop review of cultural resources will be performed. Results of the desktop review (i.e., Texas Historical Commission’s Atlas data for previously-recorded cultural resources and historic properties) will be included in the environmental documentation report and summarized in the PDR. No field surveys for cultural resources or historic properties will occur under this scope.

5. **Water Demand Projections**

1. Evaluate Historical Water Usage Records: Review and evaluate historical water usage over the last 10 years. Calculate and summarize historical per-capita usage and peaking factors.
2. Meet with City to Discuss Future Service Areas Boundaries, Land Use Plan, CCN Issues: Meet with City utility personnel on future service area boundaries, land use plan, CCN boundary, and areas of potential growth as related to developing future water demand projections. Solicit input from the City on known developments, densities, and projected timing and phasing of new development and infill.
3. Develop Population and Water Demand Projections: Compile available data from the City, including previous studies, to develop population 5-year, 10-year, and 25-year planning periods. Up to three growth scenarios will be evaluated for the projections. Utilizing historical water usage data, FNI will develop average day and maximum day water demands for 5-year, 10-year and 25-year planning periods. There will not be a hydraulic model created for the City’s distribution system as part of this first phase of the project. Full hydraulic model to be included in future phase for full water master planning.

4. Develop Technical Memorandum on Water Demand Projections: Prepare a technical memorandum that documents the analysis of historical consumption data, and future water demand projections. FNI will submit an electronic PDF copy of the draft memorandum for City review. FNI will address any written comments provided by the City and submit the final memorandum in electronic PDF format.

6. Water Supply Permitting Coordination During Preliminary Design. Coordinate permitting requirements for developing and integrating the new well field into the City’s existing system including coordination of the TCEQ Permit to Construct and coordination with the District.

7. Water Quality Sampling & Analysis
 1. Develop sampling plan to characterize well water quality and determine required treatment.
 2. Water Quality Sampling – FNI to assist City in contracting with a local well service company to temporarily install and operate submersible pumps to collect water quality samples from existing production well and the two (2) existing monitoring wells with outside lab analysis of water quality parameters. FNI will contract with outside lab for recommended lab analyses. Before samples are collected, the pumps will be run until the wells are purged of approximately three casing volumes of water, or until the field parameters have stabilized. FNI will perform the following:
 - a. Coordinate with LCRA Environmental Laboratory Services for delivery of all sample bottles and scheduling of analysis.
 - b. Collect water quality samples. Samples will be stored in ice-filled coolers under appropriate chain-of-custody until delivered to the laboratory.
 - c. Deliver samples collected to LCRA Environmental Laboratory Services for analysis.
 1. The complete list of constituents is shown in **Table 1**.

Table 1: Complete Testing List	
<u>MCLs</u>	<u>Additional Parameters</u>
Nitrate	Sodium
Nitrite	Potassium
Arsenic	Calcium
Fluoride	Magnesium
Lead	Total Alkalinity
<u>SCLs</u>	Total Hardness
Aluminum	Conductivity
Copper	Total Organic Carbon
Iron	<i>E. coli (Count)</i>
Manganese	Total Coliforms (Count)
Zinc	Carbon Dioxide (Free)
Total Dissolved Solids (TDS)	Dissolved Oxygen
Sulfate	Turbidity
Chloride	Langelier Saturation Index
Total Sulfide	Total Suspended Solids (TSS)

	Oxidation Reduction Potential (ORP)
	Ammonia
	Methane
	Total Nitrogen
Field Parameters	
pH	Oxidation Reduction Potential (ORP)
Temperature (°C)	Sulfide

d. Compile and analyze results.

8. **Water Quality and Treatment Technical Memorandum:** Prepare a technical memorandum (TM) summarizing results of all water quality sampling, laboratory data results, analysis of results, and recommendations. Submit one (1) hard copy and one (1) digital PDF copy to the City of Bastrop. GSI will provide 3rd party QC review of testing results and TM.

9. **Iron and Manganese Removal Bench-Scale Testing**

A bench-scale test will be carried out to compare oxidants for iron and manganese removal from the well water.

1. Develop bench-scale test protocol.
2. Furnish bench-scale testing apparatus with three contactor vessels for testing ozone and two (2) other oxidants.
3. Collect samples of raw water and treated water and analyze for the water quality parameters listed in Table 2.

Table 2: Pilot Study Water Quality Parameters
Iron
Manganese
pH
Sulfide
Alkalinity
Oxidation Reduction Potential (ORP)
Dissolved Oxygen
Total Organic Carbon
Ammonia
Methane
Total Nitrogen

4. Develop a technical memorandum summarizing results of bench-scale test.

10. **Corrosivity Analysis Technical Memorandum**

TCEQ performs a corrosivity analysis prior to granting approval for a new water source. FNI can calculate the corrosivity indices TCEQ uses in their analysis once water quality sampling results have

been received. Performing this calculation will help anticipate potential issues with new water source approval and determine if additional treatment is needed to reduce the corrosivity of the water.

1. Calculate corrosivity indices used by TCEQ for expected quality of treated groundwater based on water quality sampling results.
2. Prepare a brief technical memorandum on corrosivity.

11. **Water Tasting Comparison**

FNI will facilitate a water tasting comparison between the City's current water supply and water from the test well treated with up to four (4) different oxidants. At the tasting, City staff will taste the samples and rank them for taste and odor, and FNI will summarize the results in a technical memorandum.

12. **City Workshop on Water Quality Treatment**

FNI will facilitate a workshop with City staff to discuss results of water quality analysis, bench-scale testing, water tasting comparison, and conceptual capital/O&M cost comparison and to deliver a recommendation on a treatment process.

13. **Route Study for Future Transmission Pipeline**

1. Identify up to two (2) alternative transmission pipeline routes and evaluate hydraulics of each route.
2. Prepare conceptual design level opinion of probable construction costs (OPCC) for the evaluated pipeline routes and associated structures. Estimates will be prepared on a relative basis as a method to compare each alternative.
3. Prepare a technical memorandum summarizing routing study with alternatives ranked based on criteria established in concert with the City.

14. **Real Estate Evaluation**

1. Coordinate with Surveyor to perform due diligence through title research to determine rights within existing right of way and/or easements along preferred route(s). Create a report outlining what parcels will be affected and what rights will be needed.
2. Evaluate approximate costs to acquire necessary easements and land rights.
3. Acquisition Services will be included in the next phase for design services and will include:
 - a. Make initial contact with landowners to notify them of project through an introductory letter describing the project, including the Landowner Bill of Rights.
 - b. Determine if appraisals are needed for certain parcels. Obtain appropriate appraisals.
 - c. Send out Initial Offer Letters in compliance with Senate Bill 18.
 - d. Negotiate to acquire rights within perimeters set by client.
 - e. Send out Final Offer Letters in compliance with Senate Bill 18.
 - f. File all easements in county records.

- g. Prepare files necessary for Eminent Domain.

15. **Geotechnical Engineering**

1. FNI will perform a desktop survey to identify potential geological constraints for the project area and proposed pipeline routes. The survey will include a review of the Geologic Atlas of Texas (Austin and Seguin Sheets) and the NRCS Soil Survey Maps for the project area and proposed pipeline routes. The survey will also include a review of existing geotechnical/geological data at or near the project site including subsurface investigations, boring logs, laboratory testing and reports.
2. FNI will prepare a Preliminary Boring Location Map (BLM) for the groundwater treatment facilities, ground storage tank, transmission pump station and piping. A preliminary layout of the proposed plant prepared for the Preliminary Engineering Report (PER) will be used to lay out the borings. Approximate boring depths will also be provided for each of the borings. Although a BLM will be performed for this phase, the subsurface investigation and geotechnical investigation report will be performed as part of the design phase.
3. FNI will prepare a technical memorandum that documents the findings of the desktop study. The BLM will be included with the memorandum. FNI will submit an electronic PDF copy of the draft memorandum for City review. FNI will address any written comments provided by the City and submit the final memorandum in electronic PDF format.

16. **Technical Memorandums (TMs)**. The following technical memorandums will be prepared as work is completed, and the PDR will incorporate all technical memorandums as appendices referenced in the report. Electronic .PDF files of each TM will be provided for review.

1. Population/Demand Projections
2. Alternative Procurement
3. Well Field (provided by GSI)
4. Well Collection Line Alignment
5. Water Tasting Results
6. Treatment Selection Analysis
7. Water Plant Design Criteria
8. Pump Station and Ground Storage
9. Water Transmission Main Alignment
10. Water System Planning

17. **Preliminary Design Report (PDR)**. Prepare a Preliminary Design Report (PDR) to outline preliminary design considerations and anticipated project components. Basic approaches for treatment, hydraulic, mechanical, structural, electrical, and architectural components of the project will be incorporated in the Draft PDR. This document will be used as the design basis for the Design Phase. Permitting and regulatory considerations will also be included. Electronic .PDF files of the PDR will be provided along with five (5) draft and five (5) final hard copies. Specific components of this task include:

1. Population/Demand Projections

2. Project Site Evaluation
3. Site Civil Design
4. Water Quality and Blending
5. Treatment Design
6. Storage Tank, Transmission/Distribution Pump Station and Pipeline
7. Hydraulic Modeling
8. Electrical, Instrumentation, SCADA
9. Mechanical Design
10. Structural Design
11. Architectural Design
12. Survey Coordination
13. Geotechnical Coordination
14. Environmental and Permitting Summary
15. Well Drilling and Well Pumps (by Subconsultant)
16. Opinion of Probable Construction Costs (OPCC)
17. Project Schedule
18. Preliminary Design Report Preparation
19. Preliminary Design Report QC

18. Surveying (by Subconsultant - Sherwood Surveying)

FNI will retain and monitor the efforts of a surveying firm to provide surveying services. The services listed below are based upon providing preliminary data for alignment evaluations. A detailed scope of work is described below:

1. Ownership Data – Research property ownership of the parcels adjoining the proposed transmission main alignment; obtain copies of deeds, subdivision plats, right-of-way maps and ownership addresses within one hundred feet either side of the proposed project limits.
2. Surveyor will attend up to two (2) project meetings with FNI.

Topographical and design level survey and easements will be included in the next design phase services once an alignment has been selected.

19. Evaluation of Alternative Delivery Systems. FNI will evaluate alternatives of procuring a Contractor(s) for the project, including Construction Manager at Risk (CMR) and Competitive Sealed Proposals (CSP). FNI will also evaluate and make recommendations for bid packages based on scopes of work and the project schedule.

20. Alternative Project Deliver (APD) Evaluation Workshop

FNI will facilitate a workshop to bring together all the key stakeholders and address the project delivery options available. This workshop will include:

- Project delivery methods available, including the attributes, advantages, and disadvantages of each
- Review of legal requirements

- Procurement considerations
- Contracting and implementation
- Next steps for the owner regarding evaluation and selection of a project delivery method

SUPPLEMENTAL SERVICES

1. **Additional wells (by GSI)**. Construction observation of drilling and well construction, evaluation of test results, collection of pumping test data, water quality sampling for up to three (3) additional wells for a total of up to 4 (four) total ground water wells.
2. **Archaeological Survey (by Subconsultant Prewitt and Associates)**. If required by THC, an archaeological survey will be conducted. The survey will include:
 - a. Desktop analysis and pre-field Preparation
 - b. Field Investigations
 - c. Laboratory Analysis and Report Preparation

3. **City Council Treatment Selection Presentation**

If a treatment process other than ozone is recommended, FNI will present the following to the Bastrop City Council to facilitate the water treatment process selection for the Bastrop Water Treatment Plant:

- Results of pilot study
- Results of water tasting comparison
- Budgetary level costs of treatment options

4. **Supplemental Miscellaneous Design Services**: During the course of the work, the need for additional design services may be identified. A budget amount has been established for these unidentified services. The need for these services shall be determined by the City of Bastrop and FNI as needed. Use of this budget shall be at the sole discretion of the City, who shall negotiate a mutually agreeable budget with FNI at that time.

TIME OF COMPLETION:

FNI is authorized to commence work on the Project upon execution of this Agreement and agrees to complete the services in accordance with the following schedule:

We will attach a detailed schedule for completion.

The schedule assumes a review period of 7 days by the City of Bastrop for each submittal. If FNI's services are delayed through no fault of FNI, FNI shall be entitled to adjust contract schedule consistent with the number of days of delay. These delays may include but are not limited to delays in the City of Bastrop or regulatory reviews, delays on the flow of information to be provided to FNI, governmental approvals, etc.

TERMS AND CONDITIONS OF AGREEMENT

1. **DEFINITIONS:** The term City as used herein refers to the City of Bastrop Texas. The term FNI as used herein refers to Freese and Nichols, Inc., its employees and agents; also its subcontractors and their employees and agents. As used herein, Services refers to the professional services performed by Freese and Nichols pursuant to the AGREEMENT.
2. **CHANGES:** City, without invalidating the AGREEMENT, may order changes within the general scope of the WORK required by the AGREEMENT by altering, adding to and/or deducting from the WORK to be performed. If any change under this clause causes an increase or decrease in FNI's cost of, or the time required for, the performance of any part of the Services under the AGREEMENT, an equitable adjustment will be made by mutual agreement and the AGREEMENT modified in writing accordingly.
3. **TERMINATION:** The obligation to provide services under this AGREEMENT may be terminated by either party upon ten days' written notice. In the event of termination, FNI will be paid for all services rendered and reimbursable expenses incurred to the date of termination and, in addition, all reimbursable expenses directly attributable to termination.
4. **CONSEQUENTIAL DAMAGES:** In no event shall FNI or its subcontractors be liable in contract, tort, strict liability, warranty, or otherwise for any special, indirect, incidental or consequential damages, such as loss of product, loss of use of the equipment or system, loss of anticipated profits or revenue, non-operation or increased expense of operation or other equipment or systems.
5. **INFORMATION FURNISHED BY CITY:** City will assist FNI by placing at FNI's disposal all available information pertinent to the Project including previous reports and any other data relative to design or construction of the Project. FNI shall have no liability for defects or negligence in the Services attributable to FNI's reliance upon or use of data, design criteria, drawings, specifications or other information furnished by City and City agrees to indemnify and hold FNI harmless from any and all claims and judgments, and all losses, costs and expenses arising therefrom. FNI shall disclose to City, prior to use thereof, defects or omissions in the data, design criteria, drawings, specifications or other information furnished by City to FNI that FNI may reasonably discover in its review and inspection thereof.
6. **INSURANCE:** FNI shall provide to City certificates of insurance which shall contain the following minimum coverage:

Commercial General Liability		Workers' Compensation	
General Aggregate	\$2,000,000	Each Accident	\$1,000,000
Automobile Liability (Any Auto)		Professional Liability	
CSL	\$1,000,000	\$3,000,000 Annual Aggregate	

7. **SUBCONTRACTS:** If, for any reason, at any time during the progress of providing Services, City determines that any subcontractor for FNI is incompetent or undesirable, City will notify FNI accordingly and FNI shall take immediate steps for cancellation of such subcontract. Subletting by subcontractors shall be subject to the same regulations. Nothing contained in the AGREEMENT shall create any contractual relation between any subcontractor and City.
8. **OWNERSHIP OF DOCUMENTS:** All drawings, reports data and other project information developed in the execution of the Services provided under this AGREEMENT shall be the property of the City upon payment of FNI's fees for services. FNI may retain copies for record purposes. City agrees such documents are not intended or represented to be suitable for reuse by City or others. Any reuse by City or by those who obtained said documents from City without written verification or adaptation by FNI will be at City's sole risk and without liability or legal exposure to FNI, or to FNI's independent associates or consultants, and City shall indemnify and hold harmless FNI and FNI's independent associates and consultants from all claims, damages, losses and expenses including attorneys' fees arising out of or resulting therefrom. Any such verification or adaptation will entitle FNI to further reasonable compensation. FNI may reuse all drawings, report data and other project information in the execution of the Services provided under this AGREEMENT in FNI's other activities. Any reuse by FNI will be at FNI's sole risk and without liability or legal exposure to City, and FNI shall indemnify and hold harmless City from all claims, damages, losses and expenses including attorneys' fees arising out of or resulting therefrom.

9. **POLLUTANTS AND HAZARDOUS WASTES:** It is understood and agreed that FNI has neither created nor contributed to the creation or existence of any hazardous, radioactive, toxic, irritant, pollutant, or otherwise dangerous substance or condition at the site, if any, and its compensation hereunder is in no way commensurate with the potential risk of injury or loss that may be caused by exposures to such substances or conditions. The parties agree that in performing the Services required by this AGREEMENT, FNI does not take possession or control of the subject site, but acts as an invitee in performing the services, and is not therefore responsible for the existence of any pollutant present on or migrating from the site. Further, FNI shall have no responsibility for any pollutant during clean-up, transportation, storage or disposal activities.
10. **OPINION OF PROBABLE COSTS:** FNI will furnish an opinion of probable project development cost based on present day cost, but does not guarantee the accuracy of such estimates. Opinions of probable cost, financial evaluations, feasibility studies, economic analyses of alternate solutions and utilitarian considerations of operations and maintenance costs prepared by FNI hereunder will be made on the basis of FNI's experience and qualifications and represent FNI's judgment as an experienced and qualified design professional. It is recognized, however, that FNI does not have control over the cost of labor, material, equipment or services furnished by others or over market conditions or contractors' methods of determining their prices.
11. **CONSTRUCTION REPRESENTATION:** If required by the AGREEMENT, FNI will furnish Construction Representation according to the defined scope for these services. FNI will observe the progress and the quality of work to determine in general if the work is proceeding in accordance with the Contract Documents. In performing these services, FNI will endeavor to protect City against defects and deficiencies in the work of Contractors; FNI will report any observed deficiencies to City, however, it is understood that FNI does not guarantee the Contractor's performance, nor is FNI responsible for the supervision of the Contractor's operation and employees. FNI shall not be responsible for the means, methods, techniques, sequences or procedures of construction selected by the Contractor, or the safety precautions and programs incident to the work of the Contractor. FNI shall not be responsible for the acts or omissions of any person (except his own employees or agent) at the Project site or otherwise performing any of the work of the Project. If City designates a person to serve in the capacity of Resident Project Representative who is not a FNI's employee or FNI's agent, the duties, responsibilities and limitations of authority of such Resident Project Representative(s) will be set forth in writing and made a part of this AGREEMENT before the Construction Phase of the Project begins.
12. **PAYMENT:** Progress payments may be requested by FNI based on the amount of services completed. Payment for the services of FNI shall be due and payable upon submission of a statement for services to CITY and in acceptance of the services as satisfactory by the CITY. Statements for services shall not be submitted more frequently than monthly. Any applicable new taxes imposed upon services, expenses, and charges by any governmental body after the execution of this AGREEMENT will be added to FNI's compensation.

If CITY fails to make any payment due FNI for services and expenses within thirty (30) days after receipt of FNI's statement for services therefore, the amounts due FNI will be increased at the rate of one percent (1%) per month from said thirtieth (30th) day, and, in addition, FNI may, after giving seven (7) days' written notice to CITY, suspend services under this AGREEMENT until FNI has been paid in full, all amounts due for services, expenses and charges.

13. **ARBITRATION:** No arbitration arising out of, or relating to, this AGREEMENT involving one party to this AGREEMENT may include the other party to this AGREEMENT without their approval.
14. **SUCCESSORS AND ASSIGNMENTS:** CITY and FNI each are hereby bound and the partners, successors, executors, administrators and legal representatives of CITY and FNI are hereby bound to the other party to this AGREEMENT and to the partners, successors, executors, administrators and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements and obligations of this AGREEMENT.

Neither CITY nor FNI shall assign, sublet or transfer any rights under or interest in (including, but without limitation, moneys that may become due or moneys that are due) this AGREEMENT without the written consent of the other, except to the extent that any assignment, subletting or transfer is mandated by law or the effect of this limitation may be restricted by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this AGREEMENT. Nothing contained in this paragraph shall prevent FNI from employing such independent associates and consultants as FNI may deem appropriate to assist in the performance of services hereunder.

15. **PURCHASE ORDERS:** If a Purchase Order is used to authorize FNI's Services, only the terms, conditions/instructions typed on the face of the Purchase Order shall apply to this AGREEMENT. Should there be any conflict between the Purchase Order and the terms of this AGREEMENT, then this AGREEMENT shall prevail and shall be determinative of the conflict.

EXHIBIT A
TASK AUTHORIZATION NO. 1
CITY OF BASTROP
PRELIMINARY DESIGN SERVICES FOR
WATER TREATMENT PLANT, XS RANCH WELL FIELD, AND TRANSMISSION FACILITIES
SCOPE OF SERVICES
JULY 30, 2018 (DRAFT)

PROJECT DESCRIPTION:

This Task Authorization (TA) No. 1 includes Preliminary Design Phase services for a new well field and production facilities, groundwater treatment facilities, ground storage tank, transmission pump station, transmission piping, and associated services for the City of Bastrop.

The City of Bastrop currently owns 3,000 acre-feet of water rights within the XS Ranch and is in the process of acquiring an additional 3,000 acre-feet of water rights for a total potential 6,000 acre-feet water supply. A pilot well identified as TS-2 and a production well identified as Well "J" have been completed. Based on the report "Summary of Pumping Test Results and Drawdown Assessment – City of Bastrop Simsboro Well No. 1", dated March 29, 2018 by the Thornhill Group, Inc. indicated the well should be capable of producing 2,000 acre-feet per year (1,240 gpm). The well field will need to be evaluated and developed to provide an additional 4,000 acre-feet per year (2,480 gpm) for a total capacity of 6,000 acre-feet (3,720 gpm).

Water tests on both wells indicated that the levels of iron and manganese may exceed secondary treatment standards and treatment would be required for the water. Freese and Nichols (FNI) will gather water quality samples, conduct well water quality testing, obtain laboratory results and analyze the data to further refine treatment options for the wells. In addition, FNI will make further investigations into the oxidation options given the quality and composition of the water.

A pump station and ground storage tank will be required to transfer water from a proposed treatment plant to the City's distribution system. It is anticipated that a 16-inch distribution/transmission line will need to be installed. The pipeline route may include creek crossings, but no boring under the Colorado River is anticipated. Upon development of the XS well field, it is anticipated that the City's existing Willow and Bob Bryant facilities will be decommissioned.

FNI will prepare a Preliminary Design Report (PDR) summarizing the water quality testing results and treatment recommendations along with a summary of all technical memorandums developed as part of the preliminary design.

PROJECT SCOPE:

This Authorization includes Preliminary Design Phase tasks for the XS Ranch Well Field and Production Facilities.

The following facilities are anticipated and will be evaluated as a part of this scope of work:

1. Ground Water Wells – Evaluate and locate a minimum of two (2) and up to a maximum of four (4) groundwater wells. The ultimate number of ground water wells will be determined after drilling and

well testing of the first two (2) wells. Well testing will determine individual and combined well capacities, which will establish design capacities for final design of all project facilities.

2. Well Collection Piping – Evaluate and provide alignment recommendations for well collection piping, including the evaluation of up to two (2) alignments. Piping will collect water from the well heads and deliver it to the water treatment plant. Evaluate and provided recommendations for proposed access and utility easements to each well head.
3. Water Treatment Plant – Evaluate water quality, perform a bench-scale pilot study, and provide treatment recommendations. Prepare a conceptual design for the recommended treatment process, and for any buildings required to house treatment process equipment, chemical feed, electrical, controls, instrumentation, and SCADA equipment.
4. Ground Storage Tank – Evaluate type and size of an above ground storage tank to receive flows from the water treatment plant to provide a reservoir for a booster pump station.

FNI will evaluate up to three types of tanks including bolted steel, welded steel and prestressed concrete. Evaluation to include life cycle cost analysis for tank options.

5. Booster Pump Station – Evaluate location, size and layout for an outdoor pump station to pump to the City’s existing distribution system. Pump station is anticipated to be constructed adjacent to the Water Treatment Plant on the XS Ranch property.
6. Electrical Building – Building to house all electrical switchgear, controls, instrumentation, and SCADA equipment. Evaluate a separate electrical building for the transmission pumps or a combined electrical building for all facilities.
7. Distribution/Transmission Piping – Evaluate a maximum of two (2) alignments for approximately 22,000 LF of distribution piping connecting the Booster Pump Station to the City’s existing distribution system.

Evaluate and provide recommendations for proposed pipe material, including PVC, HDPE and ductile iron.

8. Willow Plant – Evaluate connection to existing Willow Plant, including an evaluation of recommended processes and structures to be decommissioned and/or demolished.

PROJECT SEQUENCING:

The Preliminary Design tasks will be sequenced to expedite well drilling and permitting requirements as follows:

1. Upon Notice to Proceed, the following tasks will begin:
 - A. Perform environmental investigations (desktop and field surveys) and develop environmental documentation report upon completion of field investigations.
 - B. Prepare Draft hydrogeologist study.
 - C. Begin water supply permitting coordination with Texas Commission on Environmental Quality (TCEQ).
2. Prepare proposal for well drilling/testing on the first two (2) wells to determine individual and combined well capacities, which will establish design capacities for final design of all project facilities. Testing may determine that up to three (3) or four (4) total wells can be installed.
3. Upon completion of well testing in the well drilling phase, conduct the following tasks:

- A. Conduct hydraulic modeling to determine sizing of facilities.
- B. Prepare Final PDR.
- 4. Prepare proposal for Design, Bid, and Construction Phase tasks based on recommendations in PDR.

PROJECT ASSUMPTIONS:

The following elements will be included as part of the Preliminary Design Phase:

- 1. Preliminary Water Master Plan without hydraulic modeling
- 2. Environmental Study
- 3. Hydrogeologist Study
- 4. Water Quality Testing
- 5. Water Treatment Bench Scale Testing
- 6. Transmission Pipeline Route Study
- 7. Real Estate Investigation for Right-of-Way Acquisition for Transmission Pipeline
- 8. Alternative Project Delivery Evaluation Workshop
- 9. Preliminary design basis for geotech, structural, architectural, mechanical/plumbing, electrical and instrumentation & controls
- 10. Preliminary design of recommended wells and well field infrastructure
- 11. Preliminary design of recommended treatment facilities
- 12. Preliminary design of recommended storage tank and transmission/distribution pumping system
- 13. Preliminary design of recommended pipeline alignment
- 14. Preliminary design of recommended connection to existing water distribution system
- 15. Evaluation of existing Willow Plant and recommendations for decommissioning specific equipment and processes, including an evaluation of the existing steel ground storage tank.

BASIC SERVICES:

- 1. **Project Management**
 - A. Develop a baseline project design schedule and prepare updated project design schedules monthly.
 - B. Develop a project Quality Assurance/Quality Control (QA/QC) Program.
 - C. Provide monthly progress reports and invoices to the City of Bastrop.
 - D. Track all action items and decisions made by the City of Bastrop and the Project Team.
 - E. Manage project integration, scope, schedule, cost, quality, staff resources, subconsultants, communications, risk, and procurements as necessary.
- 2. **Meetings.** FNI will provide meeting agenda and record meeting minutes for the following meetings.
 - A. Project Kickoff Meeting with City of Bastrop
 - B. Internal Project Kickoff Meeting

- C. Up to two (3) Project Progress Meeting – timing as needed through the project.
 - D. Draft PDR Review Meeting
 - E. Final PDR Review Meeting
3. **Water Quality Testing Technical Memorandum.** Prepare a technical memorandum (TM) summarizing results of all water quality sampling, laboratory data results, analysis of results, and recommendations. Submit one (1) hard copy and one (1) digital PDF copy to the City of Bastrop. GSI will provide 3rd party QC review of testing results and TM.
 4. **Corrosivity Analysis Technical Memorandum**

TCEQ performs a corrosivity analysis prior to granting approval for a new water source. FNI can calculate the corrosivity indices TCEQ uses in their analysis once water quality sampling results have been received. Performing this calculation will help anticipate potential issues with new water source approval and determine if additional treatment is needed to reduce the corrosivity of the water.

 - A. Calculate corrosivity indices used by TCEQ for expected quality of treated groundwater based on water quality sampling results.
 - B. Prepare a brief technical memorandum on corrosivity.
 5. **Route Study for Transmission Pipeline**
 - A. Identify up to two (2) alternative transmission pipeline routes and evaluate hydraulics of each route.
 - B. Meet with Bastrop County to discuss locating transmission pipeline in the County’s right-of-way.
 - C. Prepare conceptual design level opinion of probable construction costs (OPCC) for the evaluated pipeline routes and associated structures. Estimates will be prepared on a relative basis as a method to compare each alternative.
 - D. Prepare a technical memorandum summarizing routing study with alternatives ranked based on criteria established in concert with the City.
 6. **Willow Plant and Ground Storage Tank Evaluation**
 - A. Review available record data and provide one field visit to the site to evaluate existing equipment and processes at the plant to determine improvements and revisions needed at the plant to accommodate the proposed well field water.
 - B. Provide one field visit to the site to evaluate the steel ground storage tank for compliance with current TCEQ and AWWA criteria. Evaluation of the tank will be based on visual inspection of accessible areas of the tank. The interior of the tank will be evaluated from the top roof hatch and/or interior ladder. Inspection does not include testing the tank coatings for adhesion or heavy metals. Evaluation will include recommendations for any additional services necessary for rehabilitation design.
 - C. Prepare technical memorandum summarizing recommendations for improvements at the Willow plant and rehabilitation of the tank.
 7. **Water Treatment Plant Design Criteria.** Based on the results of water quality analysis and expected well field production, FNI will prepare a technical memorandum outlining proposed design criteria for the Water Treatment Plant, including type of oxidant for treating iron and manganese, type of filter, and method of backwash handling.

8. Geotechnical Engineering

- A. Perform a desktop survey to identify potential geological constraints for the project area and proposed pipeline routes. The survey will include a review of the Geologic Atlas of Texas (Austin and Seguin Sheets) and the NRCS Soil Survey Maps for the project area and proposed pipeline routes. The survey will also include a review of existing geotechnical/geological data at or near the project site including subsurface investigations, boring logs, laboratory testing and reports.
- B. Prepare a Preliminary Boring Location Map (BLM) for the groundwater treatment facilities, ground storage tank, transmission pump station and piping. A preliminary layout of the proposed plant prepared for the Preliminary Design Report (PDR) will be used to lay out the borings. Approximate boring depths will also be provided for each of the borings. Although a BLM will be performed for this phase, the subsurface investigation and geotechnical investigation report will be performed as part of the design phase.
- C. Prepare a technical memorandum that documents the findings of the desktop study. The BLM will be included with the memorandum. FNI will submit an electronic PDF copy of the draft memorandum for City review. FNI will address any written comments provided by the City and submit the final memorandum in electronic PDF format.

9. Preliminary Design Report (PDR). Prepare a Preliminary Design Report (PDR) to outline preliminary design considerations and anticipated project components. Basic approaches for treatment of iron and manganese, hydraulics, mechanical, structural, electrical, and architectural components of the project will be incorporated in the Draft PDR. Permitting and regulatory considerations will also be included. This document will be used as the design basis for the Design Phase. Electronic .PDF files of the PDR will be provided along with five (5) draft and five (5) final hard copies. Specific components of this task include:

A. Well Water Quality Analysis:

- 1) Develop raw groundwater design concentrations for iron and manganese.
- 2) Note any additional constituents of concern.

B. Blending Analysis:

- 1) Based on water quality data and the flow rates from each well, develop a range of blended water quality scenarios for iron, manganese, and any other constituents of concern.
- 2) Considering the blend scenarios, develop recommended treatment design points based on levels of risk.
- 3) Determine design points and risk levels with the City in order to select a basis for the treatment design.

C. Treatment Technology Options: Discuss options for treating constituents of concern.

- 1) Iron and Manganese (Oxidation, Direct Filtration)
- 2) Other (to be determined based on water quality)

D. Solids Handling: Analyze options for removing solid treatment waste from the site. Evaluate associated costs with each option and provide a recommendation, taking into consideration the following factors:

- 1) Site Impacts

- 2) Ultimate Disposal Impacts
- 3) Life Cycle Costs
- E. Transmission Pipeline and Ground Storage Tank Rehabilitation: Provide preliminary design information (including recommended route) for transmission pipeline, and provide recommendations for rehabilitation of the GST.
- F. Environmental/Permitting: Analyze each treatment and solids handling option for environmental constraints and permitting impacts.
- G. Opinion of Probable Construction Costs (OPCC): Develop a preliminary estimate of capital costs the recommended treatment and solids handling options.
- H. Project Design/Construction Schedule: Develop a preliminary schedule for future design, bid, and construction phases.
- I. Draft PDR: Incorporate all investigations, analysis, and studies in this scope of work and prepare a Draft PDR. Perform an overall Team Quality Control (QC) of the Draft PDR. After incorporating revisions from the internal QC review, submit five (5) hard copies and 1 digital PDF copy to the City for review.
- J. After the City reviews and comments on the Draft PDR, provide official response to all comments.
- K. Incorporate all City comments and prepare a Final PDR. Submit five (5) hard copies and 1 digital PDF copy to the City.

SPECIAL SERVICES:

10. Hydrogeology Preliminary Engineering (Subconsultant – GSI)

- B. Review of Existing Materials. GSI will review all available materials germane to the Project that has been produced to date. These materials include, but are not necessarily limited to;
 - 1) Permits issued by the Lost Pines Groundwater Conservation District (District), and any of the executed agreements between the parties involved in the Project dealing with water rights or permitted pumping amounts.
 - 2) Available hydrogeologic reports prepared by consultants for the City or XS Ranch during previous phases of work for this Project.
 - 3) Any maps, geologic cross sections, or other work products available from the City that are not necessarily part of a published report.
 - 4) Any other documents identified by Freese and Nichols or the City that are judged to be significant to the Project.

The review of existing technical information will be used to inform a conceptual site model of the Project site, to identify target zones for development, and to specify project goals and requirements for future phases of the Project.

- C. Groundwater Modeling. GSI will utilize the Central Carrizo-Wilcox Groundwater Availability Model (GAM) published and maintained by the Texas Water Development Board (TWDB) to assess the long-term sustainability of the proposed pumping, and to simulate the anticipated drawdown associated with full exercise of the allotted 6,000 acre-feet per year of pumping for the City. Anticipated drawdown at third party wells will be evaluated. Simulations will be run both with and without the City pumping included so that the impact of the City's proposed

pumping can be evaluated both individually, without consideration of the effect of third party pumping, and cumulatively with the effects of third party pumping included. Figures displaying regional drawdown and potentiometric surface associated with the Project will be prepared and included in the Final Report.

- D. **Well Spacing Analysis.** Wells that are spaced too closely together may be subject to the phenomenon of well interference, in which the cones of depression of adjacent wells may overlap, potentially reducing the pumping efficiency of the wells. GSI will perform an analysis to determine an appropriate spacing between wells to minimize this possibility, while adhering to the District's well spacing rules. The GAM is a regional model with a cell size of one square mile. This spatial discretization is likely too coarse for use as a tool to evaluate well spacing. GSI will employ analytical methods such as Theis analysis, or analytic element modeling to determine an appropriate recommended distance between adjacent wells.
 - E. **Well Location Recommendations.** GSI, in consultation with the City and FNI, will evaluate constraints that may affect potential well placement, including location of existing roads, existing power lines, resulting pipeline runs, District rules on property line offset and well spacing, and any other factors identified by the City or FNI. Three new well locations will be recommended and documented in the final Report.
 - F. **Well Conceptual Design.** Based on the locations identified in Task 4, GSI will generate conceptual designs for the wells that will include anticipated total depth based on existing geologic data, recommended well diameter, screened intervals, and information pertinent to pump selection for each well. This information will be conceptual only. Detailed well design and permitting will be addressed in a later phase of the Project.
 - G. **Final Report.** GSI will generate a Report documenting the findings of Tasks 1 through 5. A draft report will be submitted to the City and FNI for review and comment, and a Final Report will incorporate this input as appropriate.
 - H. **Project Management and Meetings.** GSI anticipates participating in an internal kickoff meeting which will be attended via Skype or other computer meeting software, and a final meeting with the client to review the findings of the hydrogeologic report, which will be attended in person. Scheduled weekly phone calls with the FNI Project contact, and the City Project Manager (if desired) will assure that regular communications are maintained between GSI staff and FNI/City personnel.
11. **Environmental Study.** As part of ensuring environmental regulatory compliance of the proposed project, FNI will perform an environmental evaluation that will include a desktop survey and a site visit. Resulting information will be summarized in the PDR. Specifically, we will evaluate the project with regards to the following:
- A. US Army Corps of Engineers (USACE) – Section 404 of the Clean Water Act
 - B. US Fish and Wildlife Service (USFWS) – Endangered Species Act
 - C. Texas Historical Commission (THC) – National Historic Preservation Act and/or State Antiquities Code

The following information provides more details on steps taken to evaluate project environmental regulatory compliance:

- A. **Desktop Surveys:** Prior to performing field surveys, FNI will perform a desktop survey to evaluate potential environmental constraints for the project area and proposed pipeline ROWs. To address

a variety of environmental regulations we will review various publicly-available data, including (but not limited to) US Fish and Wildlife Service (USFWS) National Wetland Inventory (NWI) maps, literature on life history and previously-recorded occurrence data of federally-listed species, Texas Parks and Wildlife Department (TPWD) and USFWS county lists of potentially-occurring protected species, TPWD's Natural Diversity Database, Natural Resource Conservation Service (NRCS) county soil maps, US Geological Survey (USGS) 7.5-minute topographic maps, USGS National Hydrography Dataset (NHD), Texas Historical Commission's Atlas data for previously-recorded cultural resources and historic properties, Federal Emergency Management Agency (FEMA) floodplain maps, and recent and historic aerial imagery.

- B. Field Surveys: Following the desktop surveys and once a project footprint and preferred pipeline ROW is identified, FNI will perform a field effort that will include a delineation of waters of the US (WOTUS) and a habitat assessment for federally-listed species. WOTUS delineations will be performed to collect data necessary for USACE permit application (which may be needed at a later project phase). We will use a sub-meter accuracy GPS unit to map all potentially regulated waters, including wetlands. Methods will follow the 1987 USACE Wetland Delineation Manual, and the Great Plains Regional Supplement. Wetland Determination Data Forms (WDDFs) will be produced for any potential wetlands mapped during this effort. Resulting information will be included in the environmental documentation report and summarized in the PDR. Access to be provided by the City.
- C. Section 404 Permitting Evaluation: A USACE Section 404 permit is required for activities that result in the discharges of fills within WOTUS. During the desktop analysis and field effort, FNI will identify potential WOTUS within project extents. The design phase will then identify WOTUS that cannot be avoided and the appropriate USACE permitting requirements will be provided. Information on the USACE permitting approach will be included in the environmental documentation report and summarized in the PDR. No USACE permit application will be submitted under this scope.
- D. Federally-listed Species and Endangered Species Act: Bastrop County includes areas designated as Critical Habitat for the federally-listed Houston Toad. Habitat assessment will be performed during the field surveys for all potentially occurring federally-listed species in Bastrop County. Initial reviews of the draft project layouts indicate that it avoids areas identified as Designated Critical Habitat for the federally-listed Houston Toad; however, in addition to the habitat assessment, FNI will review all Habitat Conservation Plans (HCP) relevant to the project extents and ensure that HCP requirements are considered during the design phases of the project, if applicable. Relevant information will be included in the environmental documentation report and summarized in the PDR. No USFWS coordination will occur under this scope.
- E. Cultural Resources Evaluation: A desktop review of cultural resources will be performed. Results of the desktop review (i.e., Texas Historical Commission's Atlas data for previously-recorded cultural resources and historic properties) will be included in the environmental documentation report and summarized in the PDR. No field surveys for cultural resources or historic properties will occur under this scope.

12. Water Demand Projections

- A. Evaluate Historical Water Usage Records: Review and evaluate historical water usage over the last 10 years. Calculate and summarize historical per-capita usage and peaking factors.
- B. Meet with City to Discuss Future Service Areas Boundaries, Land Use Plan, CCN Issues: Meet with City utility personnel on future service area boundaries, land use plan, CCN boundary, and areas

of potential growth as related to developing future water demand projections. Solicit input from the City on known developments, densities, and projected timing and phasing of new development and infill.

- C. Develop Population and Water Demand Projections: Compile available data from the City, including previous studies, to develop population 5-year, 10-year, and 25-year planning periods. Up to three growth scenarios will be evaluated for the projections. Utilizing historical water usage data, FNI will develop average day and maximum day water demands for 5-year, 10-year and 25-year planning periods. There will not be a hydraulic model created for the City's distribution system as part of this first phase of the project. Full hydraulic model to be included in future phase for full water master planning.
 - D. Develop Technical Memorandum on Water Demand Projections: Prepare a technical memorandum that documents the analysis of historical consumption data, and future water demand projections. FNI will submit an electronic PDF copy of the draft memorandum for City review. FNI will address any written comments provided by the City and submit the final memorandum in electronic PDF format.
13. Water Supply Permitting Coordination During Preliminary Design. Coordinate permitting requirements for developing and integrating the new well field into the City's existing system including coordination of the TCEQ Permit to Construct and coordination with the District.
14. Water Quality Sampling and Analysis
- A. Develop sampling plan to characterize well water quality and determine required treatment.
 - B. Water Quality Sampling: FNI to assist City in contracting with a local well service company to temporarily install and operate submersible pumps to collect water quality samples from existing production well and the two (2) existing monitoring wells with outside lab analysis of water quality parameters. FNI will contract with outside lab for recommended lab analyses. Before samples are collected, the pumps will be run until the wells are purged of approximately three casing volumes of water, or until the field parameters have stabilized. FNI will perform the following:
 - 1) Coordinate with LCRA Environmental Laboratory Services for delivery of all sample bottles and scheduling of analysis.
 - 2) Collect water quality samples. Samples will be stored in ice-filled coolers under appropriate chain-of-custody until delivered to the laboratory.
 - 3) Deliver samples collected to LCRA Environmental Laboratory Services for analysis.

The complete list of constituents is shown in **Table 1**.

Table 1: Complete Testing List	
MCLs	Additional Parameters
Nitrate	Sodium
Nitrite	Potassium
Arsenic	Calcium
Fluoride	Magnesium
Lead	Total Alkalinity
SCLs	Total Hardness
Aluminum	Conductivity
Copper	Total Organic Carbon
Iron	<i>E. coli</i> (Count)
Manganese	Total Coliforms (Count)
Zinc	Carbon Dioxide (Free)
Total Dissolved Solids (TDS)	Dissolved Oxygen
Sulfate	Turbidity
Chloride	Langelier Saturation Index
Total Sulfide	Total Suspended Solids (TSS)
Field Parameters	Additional Parameters (cont.)
pH	Oxidation Reduction Potential (ORP)
Temperature (°C)	Ammonia
Oxidation Reduction Potential (ORP)	Methane
Sulfide	Total Nitrogen

C. Compile and analyze results.

15. Iron and Manganese Removal Bench-Scale Testing

A bench-scale test will be carried out to compare oxidants for iron and manganese removal from the well water.

- A. Develop bench-scale test protocol.
- B. Furnish bench-scale testing apparatus with three contactor vessels for testing ozone and two (2) other oxidants.
- C. Collect samples of raw water and treated water and analyze for the water quality parameters listed in Table 2.

Table 2: Pilot Study Water Quality Parameters
Iron
Manganese
pH
Sulfide
Alkalinity
Oxidation Reduction Potential (ORP)
Dissolved Oxygen
Total Organic Carbon
Ammonia
Methane
Total Nitrogen
Bromate

D. Develop a technical memorandum summarizing results of bench-scale test and providing a treatment selection analysis.

16. Water Tasting Comparison

- A. Facilitate a water tasting comparison between the City’s current water supply and water from the test well treated with up to three (3) different oxidants. At the tasting, City staff will taste the samples and rank them for taste and odor.
- B. Summarize results of the water tasting comparison in a technical memorandum.

17. City Workshop on Water Quality Treatment

FNI will facilitate a workshop with City staff to discuss results of water quality analysis, bench-scale testing, water tasting comparison, and conceptual capital/O&M cost comparison and to deliver a recommendation on a treatment process.

18. Real Estate Evaluation (Subconsultant – 7 Arrows Land Staff)

- A. Coordinate with Surveyor to perform due diligence through title research to determine rights within existing right of way and/or easements along preferred route(s). Create a report outlining what parcels will be affected and what rights will be needed.
 - B. Evaluate approximate costs to acquire necessary easements and land rights.
- Acquisition Services will be included in the next phase for design services.

19. Evaluation of Alternative Delivery Systems.

- A. Evaluate alternatives of procuring a Contractor(s) for the project, including Construction Manager at Risk (CMR) and Competitive Sealed Proposals (CSP).
- B. Evaluate and make recommendations for bid packages based on scopes of work and the project schedule.
- C. Prepare a technical memorandum summarizing evaluation of alternative delivery systems and recommendations.

20. **Alternative Project Delivery (APD) Evaluation Workshop**

FNI will facilitate a workshop to bring together all the key stakeholders and address the project delivery options available. This workshop will include:

- A. Project delivery methods available, including the attributes, advantages, and disadvantages of each
- B. Review of legal requirements
- C. Procurement considerations
- D. Contracting and implementation
- E. Next steps for the owner regarding evaluation and selection of a project delivery method

PROJECT DELIVERABLES:

21. **Technical Memorandums (TMs)**. The following technical memorandums will be prepared as work is completed, and the PDR will incorporate all technical memorandums as appendices referenced in the report. Electronic .PDF files of each TM will be provided for review.

Basic Services:

- A. Water Quality Testing
- B. Corrosivity Analysis
- C. Water Treatment Plant Design Criteria
- D. Pump Station and Ground Storage
- E. Water Transmission Main Alignment
- F. Willow Plant and Ground Storage Tank Evaluation

Special Services:

- G. Population/Demand Projections
- H. Alternative Delivery Systems
- I. Well Field (provided by GSI)
- J. Well Collection Line Alignment
- K. Water Tasting Results
- L. Bench-Scale Testing and Treatment Selection Analysis
- M. Water System Planning

22. **Preliminary Design Report (PDR)**.

Basic Services:

- A. Project Site Evaluation
- B. Site Civil Design
- C. Treatment Design
- D. Storage Tank, Transmission/Distribution Pump Station and Pipeline

- E. Hydraulic Modeling
- F. Electrical, Instrumentation, SCADA
- G. Mechanical Design
- H. Structural Design
- I. Architectural Design
- J. Survey Coordination
- K. Geotechnical Coordination
- L. Permitting Summary
- M. Opinion of Probable Construction Costs (OPCC)
- N. Project Schedule

Special Services:

- O. Population/Demand Projections
- P. Water Quality and Blending
- Q. Environmental Summary
- R. Well Drilling and Well Pumps (by Subconsultant)

SUPPLEMENTAL SERVICES:

1. **Water Master Plan and Reuse Evaluation.** See Exhibit A-1.
2. **Additional Wells (by GSI).** Construction observation of drilling and well construction, evaluation of test results, collection of pumping test data, water quality sampling for up to three (3) additional wells for a total of up to 4 (four) total ground water wells.
3. **Archaeological Survey (by Subconsultant Prewitt and Associates).** If required by THC, an archaeological survey will be conducted. The survey will include:
 - a. Desktop analysis and pre-field Preparation
 - b. Field Investigations
 - c. Laboratory Analysis and Report Preparation

4. **City Council Treatment Selection Presentation**

If a treatment process other than ozone is recommended, FNI will present the following to the Bastrop City Council to facilitate the water treatment process selection for the Bastrop Water Treatment Plant:

- Results of pilot study
- Results of water tasting comparison
- Budgetary level costs of treatment options

5. **Supplemental Miscellaneous Design Services.** During the course of the work, the need for additional design services may be identified. A budget amount has been established for these unidentified services. The need for these services shall be determined by the City of Bastrop and

FNI as needed. Use of this budget shall be at the sole discretion of the City, who shall negotiate a mutually agreeable budget with FNI at that time.

COMPENSATION:

Lump Sum: Compensation to FNI shall be the lump sum amount of eight hundred thirty thousand dollars and no cents (\$830,000). If FNI sees the Scope of Services changing so that additional services are needed, FNI will notify Owner for Owner's approval before proceeding.

A breakdown of major task items and their associated costs are as follows:

TASK	COST
Basic Services	\$475,000
Special Services	\$244,000
Supplemental Services – Water Master Plan and Reuse Evaluation	\$111,000
Supplemental Services – Other	TBD
Total Fee	\$830,000

TIME OF COMPLETION:

FNI is authorized to commence work on the Project upon execution of this Agreement and agrees to complete the services in accordance with the following schedule:

Milestone/Deliverable	Calendar Days
Preliminary Design Report	150 days following receipt of Notice to Proceed
60% Design Phase Submittal	To Be Determined
100% Design Phase Submittal	To Be Determined
Bid Phase Documents	To Be Determined
Bid Phase	To Be Determined
Construction Phase	To Be Determined

A Microsoft Project critical path preliminary schedule is attached for information purposes only to illustrate potential full project schedule. If FNI's services are delayed through no fault of FNI, FNI shall be entitled to adjust contract schedule consistent with the number of days of delay. These delays may include but are not limited to delays in City or regulatory reviews, delays on the flow of information to be provided to FNI, governmental approvals, etc.

EXHIBIT A-1
CITY OF BASTROP
WATER MASTER PLAN AND REUSE EVALUATION
SCOPE OF SERVICES

Project Understanding

Freese and Nichols, Inc. (FNI) understands that the City of Bastrop (City) is seeking professional engineering assistance to prepare a Water Master Plan. The intent of the study is to develop a capital improvements plan for the water system and to evaluate a reuse system. FNI will utilize land use assumptions and water demand projections developed for the water treatment plant evaluation. A hydraulic model of the water distribution system will be developed and calibrated. FNI will evaluate a potential reuse system and make recommendations for future improvements. FNI will develop comprehensive Capital Improvements Plans. The results of the study will be summarized in the Water Master Plan Report.

Scope of Work

A. Water Model Development and Calibration

- A1. Project Kick-Off Meeting and Data Collection: Freese and Nichols, Inc. (FNI) will meet with the City staff to review scope, project team, schedule of the project, and discuss the data request memorandum. FNI will compile information from the City including GIS files, as-built drawings, pump station layouts, pump curves, storage tank facility layouts, recently completed system improvements, water production data, and utility billing data.
- A2. Conduct Temporary Pressure Testing: FNI will identify locations for field testing based on model calibration needs and areas of concern from the City. Up to twelve (12) pressure recorders will be furnished by FNI. Procedures for field testing will be prepared showing proposed location of testing, duration of testing, required SCADA data during testing period, and assistance from water utility department. The City will be responsible for installing and removing the pressure recorders on the designated fire hydrants.
- A3. Obtain and Evaluate SCADA Data: FNI will obtain water system SCADA records for the temporary field pressure testing period. SCADA data will be used for system operations planning, development of diurnal curves, and to assist in model calibration.
- A4. Develop Water System Model: FNI will develop a hydraulic model of the City's distribution system using information from GIS and as-built drawings. The model will consist of all water lines and facilities in GIS.
- A5. Water Model Calibration: FNI will conduct a steady state model calibration by adjusting c-factors, peaking factors, and demand distribution until modeling results match the field pressure measurements and pump/tank operation. FNI will provide comparison mapping to document model calibration results.

- A6. Progress Meeting #1- Model Calibration: FNI will meet with the City to discuss the results of the pressure testing and model calibration results. FNI will prepare mapping showing comparison of water pressure results vs. model pressure results for water model calibration.

B. Reuse System Evaluation

- B1. Review Historical and Projected Wastewater Flows: FNI will review daily flows for 2008 through 2018 and estimate projected wastewater flows to estimate the seasonal reliable effluent from the wastewater treatment plant that will be available for reuse supply.
- B2. Identify Future Reuse Customers: Based on proximity and water usage characteristics, FNI will work with the City to identify future reuse system customers and the projected timing of connection to the reuse system.
- B3. Calculate Reuse Water Demands: FNI will calculate projected seasonal reuse water demands for potential customers for existing, 5-year, 10-year, and 25-year conditions.
- B4. Develop Reuse System Infrastructure Recommendations: FNI will develop recommended reuse system projects. Existing water and wastewater system infrastructure will be evaluated to determine if under-utilized assets can be repurposed and incorporated into the reuse system. FNI will develop cost estimates for the reuse system improvements.
- B5. Progress Meeting #2- Reuse System Improvements: FNI will meet with the City to discuss the proposed reuse customers and recommended reuse system infrastructure.

C. Conduct Water Analysis and Develop Improvements

- C1. Develop and Distribute Water Demands: FNI will utilize data from the City's utility billing system database to geocode water meters and allocate existing demands throughout the City. The data will consist of metered consumption fields for each customer account and customer type. Future water demands will be developed using information from the water treatment plant study. FNI will calculate projected average day, maximum day, and peak hour demands for existing, 5-year, 10-year, and 20-year conditions. FNI will distribute projected water demands throughout the water service area by pressure plane.
- C2. Perform Modeling of Existing Water System: FNI will conduct steady state modeling of the existing water system for average day, maximum day, and peak hour demands. FNI will also utilize the water system model to conduct fire flow analysis under existing maximum day demands to identify areas with less than adequate fire flow capacity. Fire flow analysis will be documented using mapping of available fire flows.
- C3. Evaluate TCEQ Capacity Requirements Compliance: FNI will evaluate the system for compliance with the TCEQ Chapter 290 water system capacity requirements. FNI will analyze production capacity, pumping capacity, elevated storage capacity, and total storage capacity by pressure plane

to determine if any deficiencies exist. Recommended improvements will be developed for any areas not in compliance.

- C4. Progress Meeting #3- Existing System Analysis: FNI will attend a progress meeting with the City to discuss the results of the existing water system analysis and to develop design criteria for future system improvements.
- C5. Evaluate Pumping, Storage, and Production Capacity for Future Needs: FNI will analyze and develop existing vs. recommended capacity for pumping, ground and elevated storage, and water production throughout the city based on future needs for distribution system improvements.
- C6. Perform Future Water System Modeling: FNI will utilize the water model under 25-year demand conditions to develop and analyze alternatives to determine sizing of water system transmission, elevated and ground storage, and pumping facilities needed to serve 25-year demands throughout each pressure zone. FNI will use interim 5-year and 10-year model runs to determine phasing of water system improvements. System improvements will include production, transmission, storage, pumping, and distribution system related needs.
- C7. Progress Meeting #4- Water System Improvements: FNI will meet with the City to review the water system improvement alternatives.

D. Water CIP, Master Plan Report

- D1. Develop Draft Capital Improvement Plan (CIP) Costs, Phasing Plan & Mapping: FNI will develop costs and phasing for each proposed project. Costs will be in Year 2018 dollars and will include engineering and contingencies. Develop draft CIP scheduling of projects based upon water system modeling requirements, future land use, annexation plans, and reliability needs. FNI will develop mapping showing project locations.
- D2. Progress Meeting #5 – Capital Improvement Plans: FNI will meet with the City to discuss future water system improvements for 5-year, 10-year and 25-year planning periods.
- D3. Revise CIP and Prepare Draft Water Master Plan Report: FNI will revise the CIP based upon City's comments and modifications and prepare a master plan report discussing field test results, assumptions, water demand projections and recommended capital improvement plans including costs of improvements. The report will include colored maps showing proposed system improvements as well as GIS digital copies. FNI will provide a PDF copy of the draft report to the City.
- D4. Revise and Finalize Water Master Plan Report: FNI will revise the report based on City comments and submit five (5) final hard copies and one (1) electronic copy in PDF format of the Final Water Master Plan Report.

Summary of Project Meetings

- Project Kick-Off Meeting

- Progress Meeting #1- Model Calibration
- Progress Meeting #2- Reuse System Improvements
- Progress Meeting #3- Existing System Analysis
- Progress Meeting #4- Water System Improvements
- Progress Meeting #5 - Capital Improvement Plans



STAFF REPORT

MEETING DATE: September 11, 2018

AGENDA ITEM: 9H

TITLE:

Consider action to approve Resolution No. R-2018-81 of the City Council of the City of Bastrop, Texas, approving an agreement with Halff Associates to study the drainage impact east of SH 95 and SH 71 to develop 2-dimensional (2D) model to better understand Gills Branch overflow and determine flood mitigation solutions in a watershed holistic fashion in the amount of Sixty-Six Thousand One Hundred Seventy-One and 00/100 Dollars (\$66,171.00), attached in Exhibit A; Authorizing the City Manager to execute all necessary documents; providing for a repealing clause; and establishing an effective date.

STAFF REPRESENTATIVE:

Trey Job, Managing Director of Public Works & Leisure Services

BACKGROUND/HISTORY:

The City of Bastrop has experience four significant storm events since September of 2015. Since that time the City Council held many public meetings and drainage workshops to hear what the citizenry has to say about the impact of the local drainage concerns and the continuing development within the City of Bastrop and the surrounding areas that impact the City of Bastrop's watershed. Recently, the City Council has recognized the importance of focusing on the drainage and approved a temporary moratorium on development permits to ensure development will not negatively impact the existing population or environment.

Halff Associates recently completed a regional drainage study for all of Bastrop County. The City of Bastrop agreed to fund the portion of the study performed within the city limits. The \$70,000.00 in funds were used as the city's 50% match to a grant received from the Texas Water Development Board. Now that the study is complete, this data has been submitted to FEMA. Although the local maps have not been updated in Bastrop County, they will be updated approximately within the next two years. Additionally, the National Oceanic and Atmospheric Administration (NOAA) is expected to update the rain fall totals for the entire state of Texas in the fall of 2018. This data could change drainage calculation formulas likely increasing the size of drainage infrastructure state-wide.

This proposed study of the water shed by Halff Associates will take the updated data and use it to develop a 2-dimensional (2D) model to better understand Gills Branch overflow and determine flood mitigation solutions in a watershed holistic fashion. These solutions may include regional detention ponds, channel improvements, roadway crossing improvements, storm drain improvements as well as updated drainage regulations.

POLICY EXPLANATION:

The City is required to maintain its infrastructure for all utilities and is given authority to do so in the Local Government Code.

FUNDING SOURCE:

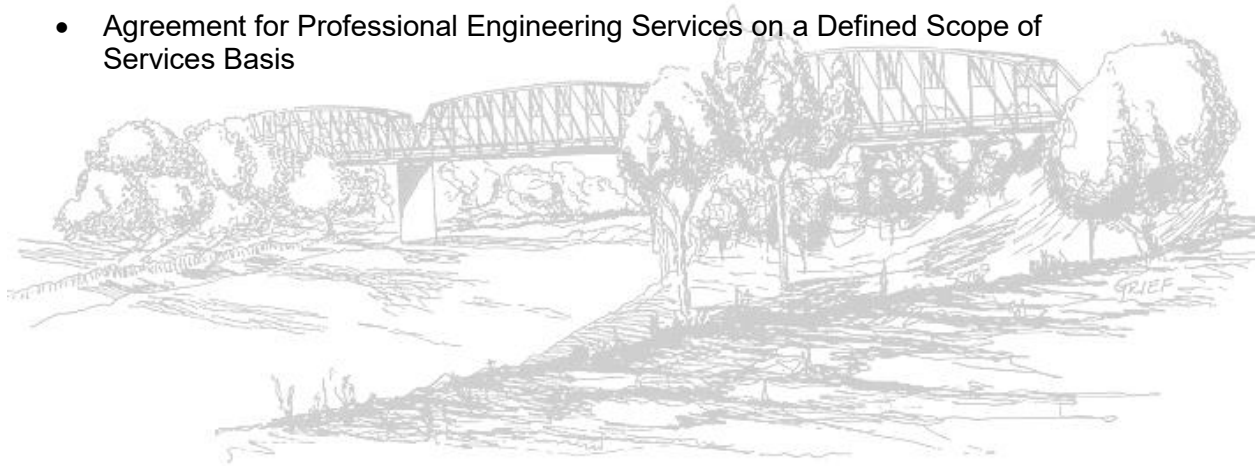
FY 19 has funding proposed for professional services such as engineering.

RECOMMENDATION:

Consider action to approve Resolution No. R-2018-81 of the City Council of the City of Bastrop, Texas, approving an agreement with Halff Associates to study the drainage impact east of SH 95 and SH 71 to develop a 2-dimensional (2D) model to better understand Gills Branch overflow and determine flood mitigation solutions in a watershed holistic fashion in the amount of Sixty-Six Thousand One Hundred Seventy-One and 00/100 Dollars (\$66,171.00), attached in Exhibit A; Authorizing the City Manager to execute all necessary documents; providing for a repealing clause; and establishing an effective date.

ATTACHMENTS:

- Resolution
- Agreement for Professional Engineering Services on a Defined Scope of Services Basis



RESOLUTION NO. R-2018-81

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, APPROVING AN AGREEMENT WITH HALFF ASSOCIATES TO STUDY THE DRAINAGE IMPACT EAST OF SH 95 AND SH 71 TO DEVELOP 2-DIMENSIONAL (2D) MODEL TO BETTER UNDERSTAND GILLS BRANCH OVERFLOW AND DETERMINE FLOOD MITIGATION SOLUTIONS IN A WATERSHED HOLISTIC FASHION IN THE AMOUNT OF SIXTY-SIX THOUSAND ONE HUNDRED SEVENTY-ONE AND 00/100 DOLLARS (\$66,171.00), ATTACHED AS EXHIBIT A; AUTHORIZING THE CITY MANAGER TO EXECUTE ALL NECESSARY DOCUMENTS; PROVIDING FOR A REPEALING CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, The City of Bastrop City Council is dedicated funding to drainage improvements to protect life and property of the citizens of Bastrop; and

WHEREAS, The City of Bastrop City Council understands the significant impact drainage can have on a developing community; and

WHEREAS, The City of Bastrop City Council recognizes the importance in having codes related to drainage regulation that are geographically sensitive; and

WHEREAS, The City of Bastrop understands the importance of using the best available data; and

WHEREAS, the City of Bastrop has chosen Halff Associates from a list of qualified consulting firms identified by City Council on July 10, 2018.

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

Section 1. That the City Council has found Halff Associates to be a subject matter expert in the fields of water/wastewater, streets/drainage, hydraulic & hydrology, land survey, and land planning.

Section 2. The City Manager is hereby authorized to execute Engineering Services Agreement (Attached as Exhibit A) between the City of Bastrop and Halff Associates as well as all other necessary documents.

Section 3. This resolution shall take effect immediately from and after its passage, and it is duly resolved.

DULY RESOLVED AND ADOPTED by the City Council of the City of Bastrop this 11th day of September 2018.

APPROVED:

Connie B. Schroeder, Mayor

ATTEST:

Ann Franklin, City Secretary

APPROVED AS TO FORM:

Alan Bojorquez, City Attorney

AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES ON A DEFINED SCOPE OF SERVICES BASIS

This Agreement for Professional Engineering Services, hereinafter called "Agreement," is entered into by the **City of Bastrop, Texas**, a municipal corporation, duly authorized to act by the City Council of said Client, hereinafter called "Client," and **Halff Associates, Inc.**, a Texas corporation, acting through a duly authorized officer, herein called "Engineer," relative to Engineer providing professional engineering services to the Client. Client and Engineer when mentioned collectively shall be referred to as the "Parties".

WITNESSETH:

For the mutual promises and benefits herein described, the Client and Engineer agree as follows:

I. Term of Agreement. This Agreement shall become effective on the date of its execution by both Parties, and shall continue in effect thereafter until terminated as provided herein.

II. Services to be Performed by Engineer. Engineer shall provide to the Client basic engineering services as described in the scope of services attachment and fully incorporated herein as "**Exhibit A**" which services may include, but will not be limited to, those services normally rendered by an engineer to a municipal corporation. Engineer shall perform its obligations under this agreement as an independent contractor and not as an agent or fiduciary of any other party.

III. Compensation - Client agrees to pay monthly invoices or their undisputed portions within 30 days of receipt. Payment later than 30 days shall include interest at 1 percent (1%) per month or lesser maximum enforceable interest rate, from the date the Client received the invoice until the date Engineer receives payment. Such interest is due and payable when the overdue payment is made.

It is understood and agreed by the Parties that Engineer's receipt of payment(s) from Client is not contingent upon Client's receipt of payment, funding, reimbursement or any other remuneration from others.

Time-related charges will be billed as specified in this Agreement. Unless stated otherwise in this Agreement, direct expenses, subcontracted services and direct costs will be billed at actual cost plus a service charge of 10 percent. Mileage will be billed at current IRS rates.

IV. Client's Obligations. The Client agrees that it will (i) designate a specific person to act as the Client's representative, (ii) provide Engineer with any previous studies, reports, data, budget constraints, special Client requirements, or other pertinent information known to the Client, when necessitated by a project, (iii) Client agrees to provide site access, and to provide those services described in the attached Scope of Services assist Engineer in obtaining access to property necessary for performance of Engineer's work for the Client, (iv) make prompt payments in response to Engineer's statements and (v) respond in a timely fashion to requests from Engineer. Engineer is entitled to rely upon and use, without independent verification and without liability, all information and services provided by the Client or the Client's representatives.

V. Termination of Work - Either the Client or the Engineer may terminate this Agreement at any time with or without cause upon giving the other Party ten (10) calendar days' prior written notice. Client agrees that termination of Engineer for Client's convenience shall only be utilized in good faith, and shall not be utilized if either the purpose or the result of such termination is the performance of all or part of Engineer's services under this Agreement by Client or by another service provider. Following Engineer's receipt of such termination notice the Client shall, within ten (10) calendar days of Client's receipt of Engineer's final invoice, pay the Engineer for all services rendered and all costs incurred up to the date of Engineer's receipt of such notice of termination.

VI. Ownership of Documents - Upon Engineer's completion of services and receipt of payment in full, Engineer shall grant to Client a non-exclusive license to possess the final drawings and instruments produced in connection with Engineer's performance of the work under this Agreement, if any. Said drawings and instruments may be copied, duplicated, reproduced and used by Client for the purpose of constructing, operating and maintaining the improvements. Client agrees that such documents are not intended or represented to be suitable for reuse by Client or others for purposes outside the Scope of Services of this Agreement. Notwithstanding the foregoing, Client understands and agrees that any and all computer programs, GIS applications, proprietary data or processes, and certain other items related to the services performable under this Agreement are and shall remain the sole and exclusive property of Engineer and may not be used or reused, in any form, by Client without the express written authorization of Engineer. Client agrees that any reuse by Client, or by those who obtain said information from or through Client, without written verification or adaptation by Engineer, will be at Client's sole risk and without liability or legal exposure to Engineer or to Engineer's employees, agents, representatives, officers, directors, affiliates, shareholders, owners, members, managers, attorneys, subsidiary entities, advisors, subconsultants or independent contractors or associates. Engineer may reuse all drawings, reports, data and other information developed in performing the services described by this Agreement in Engineer's other activities.

VII. Notices. Any notices to be given hereunder by either party to the other may be affected either by personal delivery, in writing, or by registered or certified mail.

VII. Sole Parties and Entire Agreement. This Agreement shall not create any rights or benefits to anyone except the Client and Engineer, and contains the entire agreement between the parties. Oral modifications to this Agreement shall have no force or effect.

IX. Insurance. Engineer shall, at its own expense, purchase, maintain and keep in force throughout the duration of this Agreement and for a period of four (4) years thereafter, professional liability insurance. The limits of liability shall be \$1,000,000 per claim and in the aggregate. Engineer shall submit to the Client a certificate of insurance prior to commencing any work for the Client.

X. Prompt Performance by Engineer. All services provided by Engineer hereunder shall be performed in accordance with the degree of care and skill ordinarily exercised under similar circumstances by competent members of the engineering profession in the State of Texas applicable to such engineering services contemplated by this Agreement.

XI. Client Objection to Personnel. If at any time after entering into this Agreement, the Client has any reasonable objection to any of Engineer's personnel, or any personnel, professionals and/or consultants retained by Engineer, Engineer shall promptly propose substitutes to whom the Client has no reasonable objection, and Engineer's compensation shall be equitably adjusted to reflect any difference in Engineer's costs occasioned by such substitution.

XII. Assignment and Delegation. Neither the Client nor Engineer may assign their rights or delegate their duties without the written consent of the other party. This Agreement is binding on the Client and Engineer to the fullest extent permitted by law. Nothing herein is to be construed as creating any personal liability on the part of any Client officer, employee or agent.

XIII. Jurisdiction and Venue - This Agreement shall be administered under the substantive laws of the State Texas (and not its conflicts of law principles) which shall be used to govern all matters arising out of, or relating to, this Agreement and all of the transactions it contemplates, including without limitation, its validity, interpretation, construction, performance and enforcement. Exclusive venue shall lie in **Bastrop** County, Texas.

XIV. Integration, Merger and Severability – This Agreement and the Scope of Services, including fee and schedule are fully incorporated herein and represent the entire understanding of Client and Engineer. No prior oral or written understanding shall be of any force or effect with respect to those matters covered herein. The Agreement may not be modified or altered except in writing signed by both Parties. This Agreement constitutes, represents and is intended by the Parties to be the complete and final statement and expression of all of the terms and arrangements between the Parties to this Agreement with respect to the matters provided for in this Agreement. This Agreement supersedes any and all prior or contemporaneous agreements, understandings, negotiations, and discussions between the Parties and all such matters are merged into this Agreement. Should any one or more of the provisions contained in this Agreement be determined by a court of competent jurisdiction or by legislative pronouncement to be void, invalid, illegal, or unenforceable in any respect, such voiding, invalidity, illegality, or unenforceability shall not affect any other provision hereof, and this Agreement shall be considered as if the entirety of such void, invalid, illegal, or unenforceable provision had never been contained in this Agreement.

XV. Exclusivity of Remedies – The Parties acknowledge and agree that the remedies set forth in this Agreement, including those set forth in Article XIX. Agreed Remedies are and shall remain the Parties' sole and exclusive remedy with respect to any claim arising from, or out of, or related to, the subject matter of this Agreement. The Parties agree that Engineer is to have no liability or responsibility whatsoever to Client for any claim(s) or loss(es) of any nature, except as set forth in this Agreement. No Party shall be able to avoid the limitations expressly set forth in this Agreement by electing to pursue some other remedy.

XVI. Timeliness of Performance - Engineer shall perform its professional services with due and reasonable diligence consistent with sound professional practices.

XVII. Dispute Resolution. In the event of any disagreement or conflict concerning the interpretation of this Agreement, and such disagreement cannot be resolved by the signatories hereto, the signatories agree to schedule a series of no less than two meetings of senior personnel of Client and Engineer in which the disagreement or conflict will be discussed. The first of such meetings will be scheduled as soon as possible following identification of such disagreement or conflict and the second meeting must occur within thirty (30) days following the initial meeting. Subsequent meetings, if any may be scheduled upon mutual agreement of the parties. The parties agree that these two meetings are conditions precedent to the institution of legal proceedings unless such meetings will adversely affect the rights of one or more of the parties as such rights relate to statutes of limitation or repose.

XVIII. Signatories. The Client and Engineer mutually warrant and represent that the representation of each who is executing this Agreement on behalf of the Client or Engineer, respectively, has full authority to execute this Agreement and bind the entity so represented.

XIX. AGREED REMEDIES

A. IT IS THE INTENT OF THE PARTIES TO THIS AGREEMENT THAT ENGINEER'S SERVICES UNDER THIS AGREEMENT SHALL NOT SUBJECT ENGINEER'S INDIVIDUAL EMPLOYEES, OFFICERS OR DIRECTORS TO ANY PERSONAL LEGAL EXPOSURE FOR CLAIMS AND RISKS ASSOCIATED WITH THE SERVICES PERFORMED OR PERFORMABLE UNDER THIS AGREEMENT.

B. IN RECOGNITION OF THE RELATIVE RISKS AND BENEFITS OF THE PROJECT TO BOTH THE CLIENT AND THE ENGINEER, AND ACKNOWLEDGING THAT THE ALLOCATION OF RISKS AND LIMITATIONS OF REMEDIES ARE BUSINESS UNDERSTANDINGS BETWEEN THE PARTIES AND THESE RISKS AND REMEDIES SHALL APPLY TO ALL POSSIBLE LEGAL THEORIES OF RECOVERY. CLIENT FURTHER AGREES, TO THE FULLEST EXTENT PERMITTED BY LAW, AND NOTWITHSTANDING ANY OTHER PROVISIONS OF THIS AGREEMENT OR ANY REFERENCE TO INSURANCE OR THE EXISTENCE OF APPLICABLE INSURANCE COVERAGE, THAT THE TOTAL LIABILITY, IN THE AGGREGATE, OF THE ENGINEER AND ENGINEER'S OFFICERS, DIRECTORS, EMPLOYEES, AGENTS, AND SUBCONSULTANTS TO THE CLIENT OR TO ANYONE CLAIMING BY, THROUGH OR UNDER THE CLIENT, FOR ANY AND ALL CLAIMS, LOSSES, COSTS OR DAMAGES WHATSOEVER ARISING OUT OF, RESULTING FROM, OR IN ANY WAY RELATED TO, THE SERVICES UNDER

THIS AGREEMENT FROM ANY CAUSE OR CAUSES OF THE ENGINEER OR THE ENGINEER'S OFFICERS, DIRECTORS, EMPLOYEES, AGENTS, AND SUBCONSULTANTS, SHALL NOT EXCEED THE ENGINEER'S FEE FOR THE SERVICES PERFORMED UNDER THIS AGREEMENT OR \$50,000, WHICHEVER IS GREATER. INCREASED LIMITS MAY BE NEGOTIATED FOR ADDITIONAL FEE.

C. NOTWITHSTANDING ANY OTHER PROVISION OF THE AGREEMENT, ENGINEER SHALL HAVE NO LIABILITY TO THE CLIENT FOR CONTINGENT, CONSEQUENTIAL OR OTHER INDIRECT DAMAGES INCLUDING, WITHOUT LIMITATION, DAMAGES FOR LOSS OF USE, REVENUE OR PROFIT; OPERATING COSTS AND FACILITY DOWNTIME; OR OTHER SIMILAR BUSINESS INTERRUPTION LOSSES, HOWEVER, THE SAME MAY BE CAUSED.

D. CLIENT MAY NOT ASSERT ANY CLAIM AGAINST ENGINEER AFTER THE SHORTER OF (1) 3 YEARS FROM SUBSTANTIAL COMPLETION OF SERVICES GIVING RISE TO THE CLAIM, OR (2) THE STATUTE OF LIMITATION PROVIDED BY LAW.

XX. WAIVER - Any failure by Engineer to require strict compliance with any provision of this Agreement shall not be construed as a waiver of such provision, and Engineer may subsequently require strict compliance at any time, notwithstanding any prior failure to do so.

IN WITNESS WHEREOF, the parties, having read and understood this Agreement, have executed such in duplicate copies, each of which shall have full dignity and force as an original, on the ____ day of _____, 20__.

HALFF ASSOCIATES, INC.

CLIENT: CITY OF BASTROP, TEXAS

By: _____
Signature

Printed Name

Title

Date

By: _____
Signature

Printed Name

Title

Date

EXHIBIT A

PROPOSED STATEMENT OF WORK

City of Bastrop

Gills Branch Overflow 2D Analysis

PROJECT DESCRIPTION:

The City of Bastrop participated in the Bastrop County Flood Protection Planning study to analyze Gills Branch. The Gills Branch watershed study was conducted by Halff Associates, Inc. (Halff) which included hydrologic and 1-dimensional (1D) hydraulic analysis. The hydraulic analysis of Gills Branch extended from Highway 95 at the upper end to its confluence at the Colorado River. As a result of the detailed watershed analysis of Gills Branch, it was determined that a significant amount of creek flow leaves the western channel bank and flows in a westward direction through the streets and neighborhood towards the railroad during the 1% annual chance exceedance (ACE) (100-year storm event). During the 2015 Memorial Day flood event, the City experienced this westward overflow that overtopped the rail road and continued to Colorado River. The 1D hydraulic model indicates the overflow but does not indicated the complex drainage flow through the streets and neighborhood.

This scope of work outlines the task efforts to develop a 2-dimensional (2D) model to better understand the Gills Branch overflow and determine flood mitigation solutions in a watershed holistic fashion that may include detention ponds, channel improvements, roadway crossing improvements, and storm drain improvements.

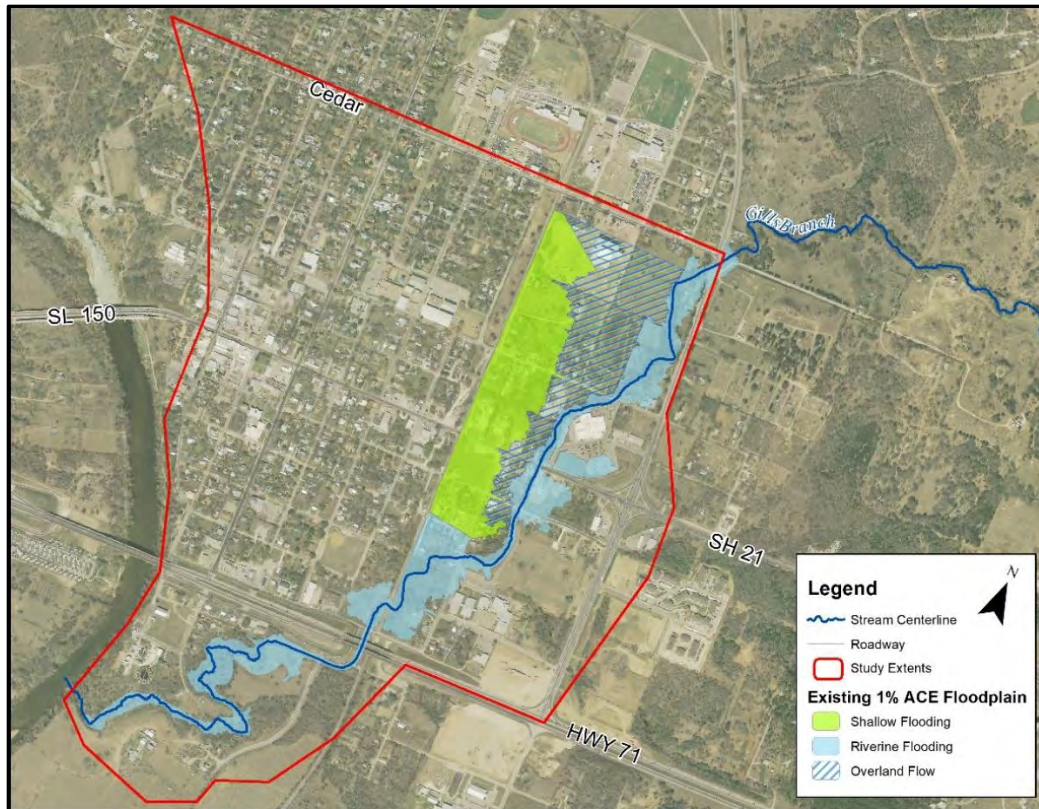
The following is a list of general project assumptions used in preparing this scope of work but could be included as a supplemental.

- Existing topographic LiDAR data for Bastrop County will be used to the extent possible.
- No platting, title work, or boundary surveys of the properties will be required.
- Lot boundaries will be based on the parcel data obtained from the Bastrop County Central Appraisal District.
- A FEMA coordination is not anticipated for this analysis.
- Environmental documents and permits are not considered in this scope.
- If any permitting submittal require any permitting and filing fees, Halff will invoice the necessary fees as a pass-through charge.
- Property acquisitions or negotiations are not considered in this scope.
- Design, bidding, or construction phase services are not included in this scope.

OBJECTIVES:

1. Refine the 1D analysis developed in the Bastrop County Flood Protection Planning (FPP) study with a 2D modeling analysis to understand overflow drainage patterns.
2. Develop flood mitigation solutions in a holistic watershed fashion that may include detention ponds, channel improvements, road crossing improvements, and storm drain improvements to reduce flooding to the extent possible.
3. Evaluate the potential effects of new rainfall data from NOAA Atlas 14 on the preferred flood mitigation solutions developed.

PROJECT AREA:



SCOPE OF WORK:

Task 1: Project Management

- Two meetings with City of Bastrop staff to present and discuss the results of the 2D analysis
- Attendance/presentation at City Council or other public meeting to answer questions regarding 2D analysis results.
- Progress reporting and invoicing for project

Task 2: Hydrologic Analysis Refinement

- Use the final Bastrop County FPP – Gills Branch hydrologic model to obtain the Existing Condition 1% ACE inflow hydrographs.
- Assume existing and fully developed conditions simulation. This simulation will assume fully developed watershed conditions of the Gills Branch Watershed using future land use or zoning provide by the City.
- Update hydrologic models to determine potential increase in rainfall data using the NOAA Atlas 14 rainfall data.

Task 3: 2D Model Development

- Incorporate the final Bastrop County FPP – Gills Branch hydraulic model data including cross-section, structure, and n-value data.
- Develop InfoWorks ICM 1D/2D model for the Gills Branch overflows from Highway 95 to the confluence with the Colorado River. (see figure for 2D modeling extents above)
- Utilize existing storm drain information supplied by the City of Bastrop.

- The topography used for the 2D modeling will be the recent 2017 LiDAR data obtained by Bastrop County. The LiDAR data will be analyzed for inconsistencies that may decrease the accuracy of the model and corrected as necessary.
- The land use (n-values) layer from the Bastrop County FPP – Gills Branch study will be utilized for the 2D analysis and updated where necessary to reflect n-values appropriate for 2D modeling. A building footprint (inactive areas) layer will be created using the most recent aerial photography data and 2017 LiDAR data.
- Update 2D model to evaluate potential impacts due to new rainfall data using the NOAA Atlas 14 rainfall data.
- Final models will undergo a thorough quality control review to ensure accurate results.

Task 4: Conceptual Mitigation Formulation and Documentation

- Utilize the flood mitigation alternative solutions developed in the Gills Branch FPP study to develop two (2) options looking at the watershed holistically.
- Evaluate Existing Condition 1% ACE, Fully Developed Condition 1% ACE, and NOAA Atlas 14 1% ACE.
- Conceptual evaluation of up to two (2) potential mitigation options to reduce flooding impacts to the west of Gills Branch.
- Identify a preferred flood mitigation solutions to reduce flood risk to the maximum extent practicable.
- Prepare a memorandum discussing the hydrologic and hydraulic methods, procedures, and assumptions and preferred flood mitigation solution.

PROJECT DELIVERABLES:

- Technical memorandum documenting the development of the 2D model, model parameters, mitigation analysis, and summary of the results/recommendations.
- Floodplain, water surface elevation depth grids and maps for the Existing Condition 1% ACE, Fully Developed Condition 1% ACE of preferred mitigation solution.

FEE ESTIMATE:

The fees for Task 1 through 4, established above, shall be considered **lump sum** fees unless otherwise noted. Our services will be invoiced monthly based on the percentage of work completed. Costs incurred will be carefully monitored during the progress of this project and the fees will not be exceeded without prior approval from the City.

Task 1: PROJECT MANAGEMENT	\$	8,660.00
Task 2: HYDROLOGIC ANALYSIS REFINEMENT	\$	7,581.00
Task 3: 2D MODEL DEVELOPMENT	\$	16,206.00
Task 4: CONCEPTUAL MITIGATION FORMULATION & DOCUMENTATION	\$	34,270.00
<hr/>		
TOTAL		\$ 66,171.00
<hr/>		

ANTICIPATED SCHEDULE:

Half can commence work on this project within 1 week after notice-to-proceed is received from the City of Bastrop. Half anticipates completion of all effort and submittal of deliverables within 4 months of the notice to proceed.



STAFF REPORT

MEETING DATE: September 11, 2018

AGENDA ITEM: 9I

TITLE:

Consider action to approve Resolution No. R-2018-80 of the City Council of the City of Bastrop, Texas, approving an agreement for Emergency Communications Services between Bastrop County and the City of Bastrop, attached as Exhibit A; authorizing the City Manager to execute all necessary documents; providing for a repealing clause; and establishing an effective date.

STAFF REPRESENTATIVE:

James Altgelt, Director of Public Safety/Chief of Police

BACKGROUND/HISTORY:

Bastrop County has been providing emergency communications services for the Bastrop Police and Fire Departments.

On July 13, 2013, the City entered into a one (1) year contract with Bastrop County for emergency communications services at a cost of one hundred eighty-eight thousand one hundred sixty-seven dollars (\$188,667).

A new contract was not negotiated until October 1, 2016. The new contract was for a period of two (2) years and the cost increased to two hundred thirty-three thousand seven hundred eighty-three dollars (\$233,783). The increase was based on the number of calls for service that the Bastrop County Emergency Communications Center processed for the Bastrop Police and Fire Departments.

From October 2016 through July 2018, the number of calls for service that the Bastrop County Emergency Communications Center processed for the Bastrop Police and Fire Departments has continued to increase. The new proposed contract will be for a two (2) year period at a cost of two hundred eighty-six thousand three hundred five dollars (\$286,305).

POLICY EXPLANATION:

Chapter 791 of the Texas Local Government Code provides the authority for local governments to contract or agree with each other to furnish or obtain services for police protection services.

FUNDING SOURCE:

The annual cost of this contract is two hundred eighty-six thousand three hundred five dollars \$286,305 to be paid in quarterly payments of seventy-one thousand five hundred seventy-six dollars (\$71,576) on October 1st, January 1st, April 1st, and July 1st during the fiscal year. This amount is budgeted in the FY 2018-2019 proposed budget.

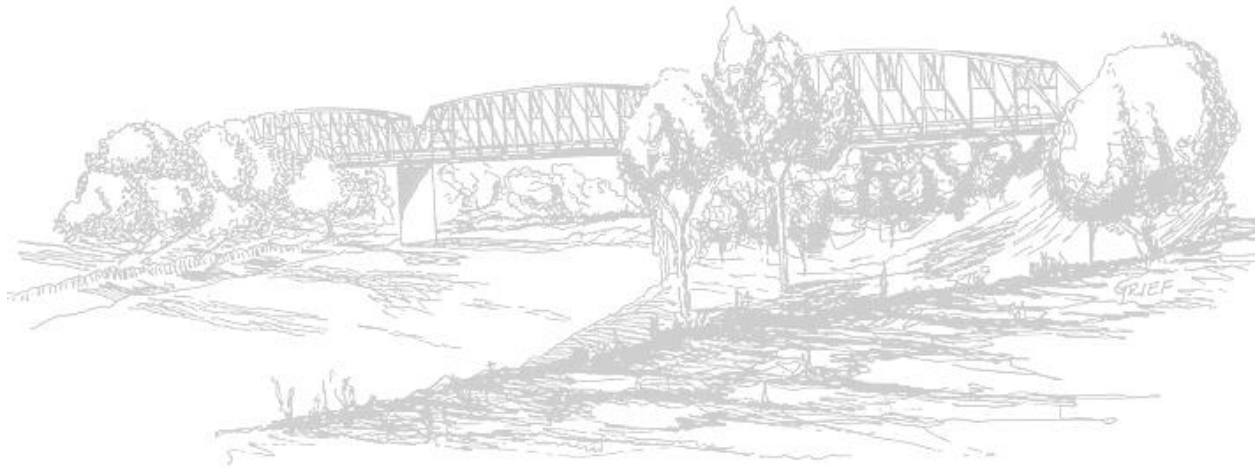
RECOMMENDATION:

Consider action to approve Resolution No. R-2018-80 of the City Council of the City of Bastrop, Texas, approving an agreement for Emergency Communications Services between Bastrop

County and the City of Bastrop, attached as Exhibit A; authorizing the City Manager to execute all necessary documents; providing for a repealing clause; and establishing an effective date.

ATTACHMENTS:

- Resolution
- Agreement for Emergency Communications Services between Bastrop County and the City of Bastrop.



RESOLUTION NO. R-2018-80

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS APPROVING AN AGREEMENT FOR EMERGENCY COMMUNICATIONS SERVICES BETWEEN BASTROP COUNTY AND THE CITY OF BASTROP, ATTACHED AS EXHIBIT A; AUTHORIZING THE CITY MANAGER TO EXECUTE ALL NECESSARY DOCUMENTS; PROVIDING FOR A REPEALING CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, The City Council has appointed the City Manager as the Chief Administrative Officer of the City; and

WHEREAS, The City Manager is responsible for the proper administration of all affairs of the City; and

WHEREAS, The City of Bastrop ("City") and the County of Bastrop ("County") agree that the availability of police and fire department dispatching services to the citizens of Bastrop County and the City of Bastrop is beneficial to the health and welfare of the citizens of Bastrop County and the City of Bastrop; and

WHEREAS, The County of Bastrop has the facilities and personnel necessary to provide dispatching services to the City of Bastrop Police and Fire Departments, to serve the residents of the City as well as the County; and

WHEREAS, Bastrop County has the proper equipment, training and personnel, necessary to receive police and fire department assistance requests made by the citizens of the City of Bastrop and Bastrop County, and further has the ability to then dispatch City of Bastrop Police and Fire Department personnel to respond to such requests; and

WHEREAS, Bastrop County and the City of Bastrop have in the past entered into agreements concerning the provision of dispatching service by the County to the City and desire to continue such inter-local contract arrangement related to the provision of police and fire dispatching services to the City of Bastrop Police Department and City of Bastrop Fire Department by the County.

WHEREAS, The City and the District are entering into this Agreement in accordance with the Interlocal Cooperation Act, Chapter 791 of the Texas Government Code; and

WHEREAS, the City Council finds that a very significant public interest is served by the completion of this Interlocal Agreement for Emergency Communications Services between the City of Bastrop and Bastrop County.

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

Section 1: That the City Manager is hereby authorized to execute a Contract for Dispatch Services with Bastrop County for services provided to the Bastrop Police and Fire Departments. (Exhibit A)

Section 2: All orders, ordinances, and resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

Section 3: That this Resolution shall take on October 1, 2018, and it is so resolved.

DULY RESOLVED AND ADOPTED by the City Council of the City of Bastrop this 11th day of September, 2018.

APPROVED:

Connie B. Schroeder, Mayor

ATTEST:

Ann Franklin, City Secretary

APPROVED AS TO FORM:

Alan Bojorquez, City Attorney

**INTERLOCAL AGREEMENT FOR EMERGENCY
COMMUNICATIONS SERVICES
BETWEEN BASTROP COUNTY AND THE CITY OF BASTROP**

This Agreement (“Agreement”), effective on October 1, 2018, by and between Bastrop County (the “County”), and the City of Bastrop, Texas (the “City”), a Home Rule Municipality incorporated and operating under the laws of the State of Texas, (to be collectively referred to herein as the “Parties,” and individually as “Party”).

WHEREAS, the County of Bastrop and the City of Bastrop agree that the availability of police and fire department dispatching services to the citizens of Bastrop County and the City of Bastrop is beneficial to the health and welfare of the citizens of Bastrop County and the City of Bastrop; and

WHEREAS, the County of Bastrop has the facilities and personnel necessary to provide dispatching services to the City of Bastrop Police and Fire Departments, to serve the residents of the City as well as the County; and

WHEREAS, Bastrop County has the proper equipment, training and personnel, necessary to receive police and fire department assistance requests made by the citizens of the City of Bastrop and Bastrop County, and further has the ability to then dispatch City of Bastrop Police and Fire Department personnel to respond to such requests; and

WHEREAS, Bastrop County and the City of Bastrop have in the past entered into agreements concerning the provision of dispatching service by the County to the City and desire to continue such interlocal contract arrangement related to the provision of police and fire dispatching services to the City of Bastrop Police Department and City of Bastrop Fire Department by the County; and

WHEREAS, Bastrop County and the City of Bastrop are authorized to enter into this agreement pursuant to Texas Government Code Chapter 791.

NOW THEREFORE BE IT RESOLVED THAT THE CITY OF BASTROP AND BASTROP COUNTY DO HEREBY AGREE AS FOLLOWS:

**ARTICLE I.
DEFINITIONS**

As used in the Agreement, the following terms will be defined as follows:

AGREEMENT means this contract between the City and the County related to provisions of dispatching services to the City of Bastrop Police Department and Fire Department.

EMERGENCY COMMUNICATIONS SERVICES means the services provided by Bastrop County to the City of Bastrop Police and Fire Departments, under this Agreement.

Attachment A

BASTROP COUNTY TELECOMMUNICATIONS OPERATOR(S) means the person(s) employed by Bastrop County and trained to process emergency call and dispatch City of Bastrop Police and Fire Department personnel, pursuant to this Agreement.

ARTICLE II.
MUTUAL AGREEMENT OF THE PARTIES

The parties agree to the operation of the Bastrop County Emergency Communications Services, described herein, in furtherance of the Parties' goals to protect the health, safety, and welfare of the residents of the City and the County, and that this service could not be similarly furnished to these citizens by other individuals or entities without this Agreement, and that this service by the County constitutes a public service by a governmental entity with immunity for the City and the County, their employees, agents, contractors, representatives, personnel being invoked to the full extent applicable under the laws of the State of Texas.

The Parties hereby agree and acknowledge that in order to perform the duties envisioned by the terms of the Agreement, the County must employ and train telecommunications operators to meet the emergency communications needs of the City of Bastrop Police Department and Fire Department. The Parties further agree that the County will use the quarterly payment made by the City pursuant to the Agreement only to pay the salary and benefits provided to Bastrop County Telecommunications Operator(s) and costs of providing such services.

The Parties agree that at least once a quarter throughout the duration of the Agreement, beginning three (3) months after the effective date of this Agreement, the City of Bastrop Chief of Police will meet or otherwise communicate with the County Emergency Communications Director to discuss and determine whether the emergency communications services provided under this Agreement to the City have been sufficient and satisfactory. If it is determined that additional Bastrop County telecommunications operators are needed to fulfill the needs of the City of Bastrop Police Department and Fire Department, the Parties to this Agreement will work together to determine the required staffing increase and to determine what modifications to this Agreement shall be made, if any. If the Parties cannot reach an agreement as to the required staffing, either Party may terminate this Agreement by giving the other Party ninety (90) days written notice of its intention to terminate.

The Parties agree that the scheduling and assignment of the Bastrop County telecommunications operators shall be controlled solely by Bastrop County, provided that emergency communications services shall be provided to City of Bastrop Police Department and Fire Department on a continuous, twenty-four (24) hour per day, seven (7) days per week, basis.

ARTICLE III.
OBLIGATIONS OF THE COUNTY

Bastrop County through the employees, contractors, agents and/or personnel, agrees to provide emergency communications services to the City of Bastrop Police Department and Fire Department in response to requests placed by the citizens of Bastrop County, and the City of Bastrop, as follows:

Attachment A

- 1) The County agrees to budget and staff the Emergency Communications Center with a sufficient number of positions for the term of the Agreement and to provide emergency communications services for the City of Bastrop Police Department and Fire Department on a continuous 24 hours per day, seven (7) day per week basis, with a minimal staffing of 3 telecommunications operators at all times. Bastrop County will train its telecommunications operators in basic emergency communications operations and services, and will further train its telecommunications operators in procedures related to emergency communications requirements and procedures concerning police and fire dispatching and record keeping for same;
- 2) The parties acknowledge and agree that the Bastrop County telecommunications operators have employment responsibilities and duties to address citizens requests for the County in addition to those required for emergency communications services to the City of Bastrop Police and Fire Departments;
- 3) The Bastrop County telecommunications operators will service requests directed to the Bastrop County Communications Center by citizens of Bastrop County and the City of Bastrop;
- 4) The Bastrop County telecommunications operators will dispatch City of Bastrop Police and Fire Department personnel, according to their training, instruction, procedures and policies, agreed upon by the City of Bastrop Chief of Police and Bastrop County, in accordance with generally excepted industry standards;
- 5) The County will be solely responsible for scheduling and maintaining a twenty-four (24) hour, seven (7) days per week, communication/dispatch center to receive requests for service and dispatch City of Bastrop Police and Fire Department personnel to respond to service request, at all times during the term of this Agreement and any extensions thereof, beginning immediately after the effective date noted in the agreement;
- 6) The County shall provide and pay all costs associated with the purchase and/or installation of all radio communication equipment to be located at the Bastrop County Communications Center, which the City and the County agree is sufficient for emergency communications between the Bastrop County Communications Center and the City of Bastrop Police Department and Fire Department. The required equipment shall remain the property of the County and may be removed by the County, at its sole expense, in the event of expiration or termination of the Agreement;
- 7) Unless otherwise required by law, no information regarding service requests dispatched by the County will be given to third parties, without consent of the City of Bastrop Police Department or Fire Department;
- 8) The Parties acknowledge and agree that the services to be provided by the County under this Agreement are contingent upon service demands, and existing needs and necessity of the citizens of Bastrop County and the City of Bastrop, and that if such demands change in the future, amendments to this Agreement may be required;

Attachment A

- 9) At the discretion of the Bastrop City Manager, the City of Bastrop Chief of Police will act as the City's contact and contract administrator concerning this Agreement;
- 10) Bastrop County agrees to provide the City of Bastrop Police Department with access to computerized records, reports, literature, and/or documentation that memorialize the services provided by the County under this Agreement and conformance with the County's requirements, the City's requirements, and/or any other applicable regulatory requirements;
- 11) All emergency communications calls dispatched by the County to the City shall be dispatched on frequencies approved by the City, unless it is not possible to do so because of emergency circumstances, at which point the City and County will conduct communications in accordance with their respective emergency operations plan, including (but not limited to) other dispatch channels, handheld radios, or telephones;
- 12) The County shall provide, at no additional cost to the City, all emergency communications training required by any Bastrop County employees, contractors, representatives, agents, or personnel who act as Bastrop County telecommunications operators pursuant to this Agreement;
- 13) The Parties agree that all telephone lines into the Bastrop County Communications Center remain the property of the entity that purchases and initiates service of the lines. Each respective entity shall be responsible for all maintenance on their respective telephone lines;
- 14) The Parties agree that in the event the Bastrop County Communications Center is relocated from its current location, during the term of this Agreement or any extension to such term, the parties shall work together to coordinate the equipment relocation and emergency communications services transition in a manner that ensures minimal disruption or alteration of all emergency communications services.

ARTICLE IV. OBLIGATIONS OF THE CITY

The City of Bastrop, through its Police Department, employees, contractors, agents, and/or personnel, agrees to receive Emergency Communications Services from Bastrop County in response to requests placed by the citizens of Bastrop County and the City of Bastrop, as follows:

- 1) The City agrees to be responsible for providing and maintaining all communications equipment necessary to receive radio communications from the Bastrop County Communications Center, and for communicating with the Bastrop County Communications Center and between the City's personnel.
- 2) The City shall be responsible for purchasing, maintaining, and repairing the City of Bastrop Police Department's base, mobile, and portable communications equipment including pagers and computers.

**ARTICLE V.
COMPENSATION**

As compensation from the Emergency Communications Services provided by the County, pursuant to the terms of this Agreement, the Parties agree to the following:

- 1) For the first year of the initial two- year term of this agreement, the City agrees to pay the County the sum of **Two Hundred Eighty-Six Thousand Three Hundred and Five dollars (\$286,305)** per year, in quarterly installments of **Seventy One Thousand Five Hundred Seventy-six dollars and twenty-five cents (\$71,576.25)**, for the term of this Agreement. The installment of quarterly payments by the City shall be due and payable within thirty (30) days of October 1, January 1, April 1, and July 1 of each year thereafter for the term of the Agreement. All payments made by the City under this Agreement shall be from current funds.
- 2) In the event this Agreement is extended beyond its initial term (as specified below) by the mutual consent of the Parties on a month-to-month basis, but without mutual agreement on the annual fee, payments shall continue to be made by the City to the County on or before the 15th calendar day of each month, in a monthly pro-rated amount, unless the Parties agree to a modification in compensations for the month-to-month extension of services.
- 3) The cost of providing communication services to the City shall be reviewed annually prior to the City adopting its final budget. This review process will involve at a minimum the Bastrop County Judge, the Bastrop County Communications Center Director and the City of Bastrop Chief of Police. This group will be a part of the process utilized to determine needed improvements, expansion of services and the future cost of providing those services. This group will then make a recommendation to the City Council and the County Commissioners Court for an annual fee for the following budget year. The fee shall require approval of an addendum to this agreement by the City Council and County Commissioners Court. If such an addendum is not approved on or before October 1st, the fee shall be the same as the prior year's fee.

**ARTICLE VI.
MISCELLANEOUS PROVISIONS**

- 1) Term of Agreement, Termination, and Renewal. This Agreement shall be for **Two (2) years** from the effective date hereof and will automatically renew on **October 1 each year thereafter** for an additional one-year term until modified or terminated by the Parties. One hundred and twenty (120) days prior to the termination date or anniversary date of this Agreement, the Parties will meet to determine if the Agreement will be continued, modified, or terminated. Notwithstanding anything to the contrary, either Party to this Agreement may terminate this Agreement with no penalty, with or without cause, by providing the other Party with ninety (90) days written notice of its desire and intention to terminate this Agreement.

Attachment A

- 2) Force Majeure. If either Party is rendered unable, wholly or in part, by force majeure to carry out any of its obligations under the Agreement other than an obligation to pay or provide money, then such obligations of that Party to the extent affected by such force majeure and to the extent that due diligence is being used to resume performance at the earliest practicable time, shall be suspended during the continuance of any inability so caused to the extent provided but for no longer Period. Such cause, as far as possible, shall be remedied with all reasonable diligence. The term "force majeure", as used herein, shall mean acts of God, strikes, lockouts, or other industrial disturbances, acts of the public enemy, orders of any kind of any governmental entity or any civil or military authority, acts, orders or delays thereof of any regulatory authorities with jurisdiction over the Parties, insurrections, riots, epidemics, landslides, lightning, earthquakes, fires, hurricanes, floods, washouts, droughts, arrests, restraint of government and people, civil disturbances, explosions, breakage or accidents to machinery, pipelines or canals, or any other conditions which are not within the control of such Party. It is understood and agreed that the settlement of strikes and lockouts shall be entirely within the discretion of either Party hereto, and that the above requirements that any force majeure shall be remedied with all reasonable dispatch shall not require the settlement of strikes and lockouts by acceding to the demand at the opposing Party or Parties when such settlement is unfavorable to it in the judgment of either Party hereto.

- 3) Severability. The provisions of the Agreement are severable, and if any provision or part of the Agreement or the application thereof to any person or circumstance shall ever be held by any agency or court of competent jurisdiction to be void, invalid or unenforceable for any reason, the remainder of the Agreement and the application of such provision or part of the Agreement to other persons or circumstances shall not be affected thereby.

- 4) Modification. This Agreement shall be subject to change, amendment or modification only with the mutual consent of the city and the county. All modifications shall be memorialized in writing between the Parties.

- 5) Addresses and Notices. Unless otherwise notified in writing by the other, the addresses of the County and the City are and shall remain as follows:

Bastrop County

Bastrop County
Attn: Bastrop County Judge
804 Pecan Street
Bastrop, Texas 78602

Bastrop County Communications Director
Bastrop County Courthouse
804 Pecan Street
Bastrop, Texas 78602

With copy to:
District Attorney
804 Pecan Street
Bastrop, Texas 78602

The City of Bastrop

Attn: City Manager
1311 Chestnut Street

With copy to:
City Attorney of the City of Bastrop

Attachment A

PO Box 427
Bastrop, Texas 78602

12325 Hymeadow Dr., Ste 2-100
Austin, TX 78750

- 6) Authority of Parties Executing Agreement. By their execution hereof, each of the undersigned Parties represents and warrants to the Parties to this document that he or she has the authority to execute the document in the capacity shown on this document.
- 7) Captions. The captions appearing at the first of each numbered section or paragraph in the Agreement are inserted and included solely for convenience and shall never be considered or given any effect construing this Agreement.
- 8) Assignment. This Agreement may not be assigned by the County or the City to any other Party without the express written consent of the other Party. Any permitted assignee of the County shall be obligated by contract with the County and the City to honor the County's obligations to the City under the terms of the Agreement.
- 9) Successor Rights and Responsibilities. In the event of any occurrence which renders the County incapable of performing under this Agreement, any successor of the County, whether the result of legal process, assignment, or otherwise, shall succeed to the rights and obligations of this Agreement. In the event of any occurrence which renders the City incapable of performing under the Agreement, any successor of the City, whether the result of legal process, assignment or otherwise, shall succeed to the rights and obligations of the Agreement.
- 10) Non-Waiver. Any waiver at any time by either Party to this Agreement of rights under this Agreement shall not constitute and shall not be deemed to be a waiver of any other rights held by either Party.
- 11) Scope of the Agreement. This is the entire Agreement between the Parties hereto. There are no other conditions, agreements or representations between the Parties except as expressed herein. This Agreement may not be amended except by written instrument executed by both Parties.
- 12) Dispute Resolution. Any dispute arising from or related to this Agreement shall be addressed through mediation, prior to the filing of any civil action. Only if such alternative dispute resolution efforts fail shall the Parties seek redress of complaints through civil suit.
- 13) Law. The terms and conditions of this Agreement, and the rights and obligations thereunder shall be determined by the laws of the State of Texas. Any suits, causes of action, or claims related to performance, non-performance or interpretation of this Agreement shall be brought in Bastrop County, Texas.
- 14) Construction of Agreement. The Parties acknowledge that each, and if it so chooses, it's legal counsel has reviewed the Agreement and that the normal rule of construction, to the effect that ambiguities are to be resolved against the drafting Party, shall not be employed in the interpretation of this Agreement or its amendments or exhibits.

Attachment A

IN WITNESS WHEREOF, The Parties hereto have executed this Agreement in multiple copies, each of which shall be deemed to be an original and of equal force and effect, and have agreed that the Agreement shall be fully executed when signed by a duly authorized representative of each Party, and on the latest date shown under the signature lines below, and effective October 1st.

CITY OF BASTROP

ATTEST:

by: _____
Connie Schroeder, Mayor

by: _____
Ann Franklin, City Secretary

Date: _____

Approved as to Form:

by: _____
Alan Bojorquez
City Attorney
City of Bastrop, Texas

BASTROP COUNTY

ATTEST:

by: _____
Paul Pape, County Judge

by: _____
Rose Pietsch, County Clerk

Date: _____

Approved as to Form:

by: _____
Greg Gilleland
First Assistant Criminal District Attorney
Bastrop County, Texas



STAFF REPORT

MEETING DATE: September 11, 2018

AGENDA ITEM: 9J

TITLE:

Consider action to approve the first reading of Ordinance No. 2018-19 of the City Council of the City of Bastrop, Texas, amending the Code of Ordinances, Chapter 12 Titled "Traffic and Vehicle," Article 12.04 Title "Traffic Schedules," Section 12.04.004 Titled "Schedule III: Stop Signs:" Repealing the provision that established stop signs located at the intersection of Farm Street and Chambers Street and repealing all prior ordinances that are in conflict herewith as attached in Exhibit A; and providing for findings of fact, enactment, effective date, repealer, severability, and proper notice and meeting, and move to include on the September 25, 2018, consent agenda for a second reading.

STAFF REPRESENTATIVE:

James Altgelt, Interim Public Safety Director

BACKGROUND/HISTORY:

On July 23, 2013, the Bastrop City Council ("Council") amended Article 12.04 – "TRAFFIC SCHEDULES" Section 12.04.004 – "Schedule III: Stop Signs of the City of Bastrop Code of Ordinances. This amendment ordered the placement of two (2) stop signs at the intersection of Farm Street and Chambers Street. (One stop sign was ordered to be located at the northwest corner of the intersection and the other stop sign was to be located at the southeast corner of the intersection.) These stop signs would cause the traffic to stop and therefore enhance the health, safety and welfare for our citizens.

On May 22, 2018 and the Council repealed the Ordinance that established the "Chicken Sanctuary" which was located on Farm Street between Fayette Street and State Highway 95.

On August 28, 2018, the Council had a discussion during its' regular session and determined that the intersection located at Farm Street and Chambers Street was no longer deemed to be hazardous. Therefore, the traffic at this intersection was not required to be controlled by supplementary stop signs in order to protect public health, safety, and welfare.

POLICY EXPLANATION:

This ordinance, if passed, will cause the stop signs located at the intersection of Farm Street and Chambers Street to be removed and allowing traffic to travel continuously east and west on Farm Street from Fayette Street to State Highway 95.

FUNDING SOURCE:

N/A

RECOMMENDATION:

Consider action to approve the first reading of Ordinance No. 2018-19 of the City Council of the City of Bastrop, Texas, amending the Code of Ordinances, Chapter 12 Titled "Traffic and Vehicle," Article 12.04 Title "Traffic Schedules," Section 12.04.004 Titled "Schedule III: Stop Signs:" Repealing the provision that established stop signs located at the intersection of Farm Street and Chambers Street and repealing all prior ordinances that are in conflict herewith as attached in Exhibit A; and providing for findings of fact, enactment, effective date, repealer, severability, and proper notice and meeting, and move to include on the September 25, 2018, consent agenda for a second reading.

ATTACHMENTS:

- Map Depicting Location of Stop Signs
- Ordinance 2018-19
- Attachment "A"



MAP DEPICTING LOCATION OF STOP SIGNS



ORDINANCE NO. 2018-19

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS; AMENDING THE CODE OF ORDINANCES, CHAPTER 12 TITLED "TRAFFIC AND VEHICLES," ARTICLE 12.04 TITLED "TRAFFIC SCHEDULES," SECTION 12.04.004 TITLED "SCHEDULE III: STOP SIGNS;" REPEALING THE PROVISION THAT ESTABLISHED STOP SIGNS LOCATED AT THE INTERSECTION OF FARM STREET AND CHAMBERS STREET AND REPEALING ALL PRIOR ORDINANCES THAT ARE IN CONFLICT HERewith; AS ATTACHED IN EXHIBIT A; AND PROVIDING FOR FINDINGS OF FACT, ENACTMENT, EFFECTIVE DATE, REPEALER, SEVERABILITY, AND PROPER NOTICE AND MEETING.

WHEREAS, the City of Bastrop ("City") has the responsibility to address any public health and safety problems; and

WHEREAS, the Bastrop City Council ("Council") has received information from the Police Department and Public Works Department regarding the safety of the intersection of Farm Street and Chambers Street; and

WHEREAS, on July 23, 2013, the City Council determined that it was determined that the intersection of Farm Street and Chambers Street was hazardous and that traffic at this intersection should be controlled by supplementary stop signs in order to protect public health, safety, and welfare; and

WHEREAS, on May 22, 2018 and the Council repealed the Ordinance that established the "Chicken Sanctuary;" and

WHEREAS, on August 28, 2018, the Council had a discussion and determined that the intersection at Farm Street and Chambers Street was no longer deemed to be hazardous and that the traffic at this intersection was not required to be controlled by supplementary stop signs in order to protect public health, safety, and welfare; and

WHEREAS, the City Council has exclusive control over and under its public streets and may control or regulate certain aspects of the movement of vehicles pursuant to Texas Transportation Code Chapter 311.

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

SECTION 1. FINDINGS OF FACT

The foregoing recitals are incorporated into this Ordinance by reference as findings of fact as if expressly set forth herein.

SECTION 2. ENACTMENT

Chapter 12, Article 12.04, et. Seq. of the Code of Ordinances to the City of Bastrop, which is entitled "TRAFFIC SCHEDULES" is amended to read as described and attached hereto as *Exhibit "A."* City staff is directed to act in accordance with the Council's amendment to *Exhibit "A"*.

SECTION 3. EFFECTIVE DATE

This Ordinance shall take effect immediately upon passage.

SECTION 4. REPEALER

All ordinances, or parts thereof, that are in conflict or inconsistent with any provision of this Ordinance are hereby repealed to the extent of such conflict, and the provisions of this Ordinance shall be and remain controlling as to the matters regulated, herein.

SECTION 5. SEVERABILITY

Should any of the clauses, sentences, paragraphs, sections or parts of this Ordinance be deemed invalid, unconstitutional, or unenforceable by a court of law or administrative agency with jurisdiction over the matter, such action shall not be construed to affect any other valid portion of this Ordinance.

SECTION 6. PROPER NOTICE & MEETING

It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public, and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Texas Government Code, Chapter 551.

READ & ACKNOWLEDGED on First Reading on this, the 11th day of September 2018.

READ & APPROVED on the Second Reading on this, the 25th day of May 2018.

APPROVED:

Connie B. Schroeder, Mayor

ATTEST:

Ann Franklin, City Secretary

APPROVED AS TO FORM:

Alan Bojorquez, City Attorney

City of Bastrop Code of Ordinances

Chapter 12 – TRAFFIC AND VEHICLES

ARTICLE 12.04 – TRAFFIC SCHEDULES

Sec. 12.04.004 - Schedule III: Stop signs.

The city hereby designates certain particular hazard intersections to be controlled by stop signs. Those intersections described in schedule III, on file in the office of the City Secretary, are hereby declared to be controlled by stop signs for the purposes of this section.

- (1) North side of Agnes Street intersection with and dead ending into Childers Street; and
- (2) West side of Childers Street, at intersection with Agnes Street.
- (3) Northwest corner, at point that Farm Street intersects Fayette Street. (As shown by diagram on exhibit A, attached to Ordinance 2013-14.)
- ~~(4) Northwest corner, at point that Farm Street intersects Chamber Street. (As shown by diagram on exhibit A, attached to Ordinance 2013-14.)~~
- ~~(5) Southeast corner, at point that Farm Street intersects Chamber Street. (As shown by diagram on exhibit A, attached to Ordinance 2013-14.)~~

(Ord. No. 2010-12a, 6-8-10; Ord. No. 2013-14, 7-23-13)



STAFF REPORT

MEETING DATE: September 11, 2018

AGENDA ITEM: 9K

TITLE:

Consider action to approve Ordinance 2018-21 of the City Council of the City of Bastrop, Texas creating a Master Fee Schedule for the City of Bastrop to transition all fees listed in the Code of Ordinances, Schedule "A" Fee schedule to this Master Fee Schedule. Excluding sections A13.02 and A13.07; providing that other fees not listed but now charged pursuant to other ordinances and resolutions shall remain in effect until transferred to the Master Fee Schedule by amendment; providing a repealing clause; providing a severability clause; providing an effective date; and move to include on the September 25, 2018 consent agenda for a second reading.

STAFF REPRESENTATIVE:

Tracy Waldron, Chief Financial Officer

BACKGROUND/HISTORY:

The process of updating and changing fees has been done as separate ordinance any time during the year.

POLICY EXPLANATION:

The Financial Management Policy states:

User-based fees – for services associated with a user fee or charge, the direct and indirect costs of that service will be offset by a fee where possible. There will be an annual review of fees and charges to ensure that fees provide adequate coverage of costs and services.

This fee schedule will be reviewed and updated annual as a part of the budget process. Each department will be responsible for reviewing their fees as a part of the budget, and making sure the fees cover the cost of the service provided.

FUNDING SOURCE:

N/A

RECOMMENDATION:

Consider action to approve Ordinance 2018-21 of the City Council of the City of Bastrop, Texas creating a Master Fee Schedule for the City of Bastrop to transition all fees listed in the Code of Ordinances, Schedule "A" Fee schedule to this Master Fee Schedule. Excluding sections A13.02 and A13.07; providing that other fees not listed but now charged pursuant to other ordinances and resolutions shall remain in effect until transferred to the Master Fee Schedule by amendment; providing a repealing clause; providing a severability clause; providing an effective date; and move to include on the September 25, 2018 consent agenda for a second reading.

ATTACHMENTS:

- Ordinance 2018-21

ORDINANCE NO. 2018-21

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, CREATING A MASTER FEE SCHEDULE ATTACHED AS EXHIBIT A, FOR THE CITY OF BASTROP TO TRANSITION ALL FEES LISTED IN THE CODE OF ORDINANCES, SCHEDULE "A" FEE SCHEDULE TO THIS MASTER FEE SCHEDULE, EXCLUDING SECTIONS A13.02 AND A13.07; PROVIDING THAT OTHER FEES NOT LISTED BUT NOW CHARGED PURSUANT TO OTHER ORDINANCES AND RESOLUTIONS SHALL REMAIN IN EFFECT UNTIL TRANSFERRED TO THE MASTER FEE SCHEDULE BY AMENDMENT; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Bastrop desires to adopt a Master Fee Schedule, for the purpose of setting forth the comprehensive fees assessed and collected by the City for a range of applications, permits, licenses, services and activities; and

WHEREAS, the City Council desires to have this Master Fee Schedule amended annually during the budget process to amend or remove existing fees or add new fees and does so by this Ordinance; and

WHEREAS, in the event there is a conflict between a fee listed in the Master Fee Schedule and the provisions of any other City ordinance or resolution, the provisions of the Master Fee Schedule shall prevail; and

WHEREAS, although the purpose of this ordinance is to amend the Master Fee Schedule, this ordinance is not intended to amend, abolish or change any fee heretofore established that is not listed in the Master Fee Schedule.

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

Section 1: That from and after the effective date of this Resolution the fees and charges set out in the Master Fee Schedule attached hereto as Exhibit "A" shall be collected on behalf of the City. Other sections, fees or charges not referenced in Exhibit "A" shall remain unaffected by this Ordinance.

Section 2: That in the event of a conflict between a fee set out in the Master Fee Schedule and the provisions of any other City ordinance or resolution, the provisions of the Master Fee Schedule shall prevail; however, this Ordinance shall not amend, abolish or change any fee heretofore established that is not listed in the Master Fee Schedule and such fees shall continue in effect for all purposes until amended by ordinance or resolution or transferred to the Master Fee Schedule.

Section 3: That all provisions of the ordinances and resolutions of the City of Bastrop in conflict with the provisions of this Ordinance be and the same are hereby repealed and all other provisions of the ordinances and resolutions of the City of Bastrop not in conflict with the provisions hereof shall remain in full force and effect.

Section 4: That if any section, sentence, clause, or phrase of this Ordinance is for any reason held to be unconstitutional or otherwise invalid or unenforceable by a court of competent

jurisdiction, such decision shall not affect the validity of the remaining sections, sentences, clauses, or phrases of this resolution, it being the legislative intent that the provisions of this Ordinance are severable and that the Ordinance shall continue in effect notwithstanding the invalidity of such section, sentence, clause, or phrase.

Section 5: That the fees provided for in this Ordinance relative to the various proposed rates and fees shall become effective on the 1st day of October 2018.

READ and APPROVED on First Reading on the 11th day of September 2018.

READ and ADOPTED on Second Reading on the 25th day of September 2018.

APPROVED:

ATTEST:

Connie Schroeder, Mayor

Ann Franklin, City Secretary

APPROVED AS TO FORM:

Alan Bojorquez, City Attorney

GENERAL PROVISIONS

SEC Reference	Last updated	Description	Amount of fee
A1.07		RECORDS MANAGEMENT PROGRAM	
A1.07.017	1995 Code	Charges for printing copies for public information	
		Standard size paper copy (per page)	\$0.10
		Non-standard-size copy-Diskette (each)	\$1.00
		Non-standard-size copy-Magnetic tape (each)	\$10.00
		Non-standard-size copy-VHS videocassette (each)	\$2.50
		Non-standard-size copy-Audio cassette (each)	\$1.00
		Non-standard-size copy-Paper (each)	\$.50
		Non-standard-size copy-Other	Actual Cost
		Personnel Charge per hour	\$15.00
		Overhead charge-20% of personnel charge	Actual
		Microfiche or Microfilm-paper copy	\$.10
		Microfiche or Microfilm-copy	Actual Cost
		Remote document retrieval charge	Actual Cost
		Computer resource charge-Mainframe-per minute	\$17.50
		Computer resource charge-Midsize- per minute	\$ 3.00
		Computer resource charge: Client/server-per minute	\$1.00
		Computer resource charge-PC or LAN-per minute	\$.50
		Programming time charge-per hour	\$26.00
		Miscellaneous supplies	Actual Cost
		Postage and shipping charge	Actual Cost
		Fax charge-Local per page	\$.10
		Fax charge-long distance- same area code-per page	\$.50
		Fax charge-long distance-different area code-per page	\$1.00
		Other costs	Actual Cost

PARKS

SEC Reference	Last updated	Description	Amount of fee/Deposit
1.10		PARKS	
1.10.002	Ord. No. 2016-06 3/22/2016	Noncommercial fees and deposits:	
		Pavilions (including BBQ pits when available) and concession stand. Schedule for noncommercial fees and deposits for the pavilions located in Fisherman’s Park, Bob Bryant Park, Kerr Park, and Hunter’s Crossing Park.	
		Less than 100 Patrons	\$50.00/\$50.00
		101-200 Patrons	\$100.00/\$150.00
		201-300 Patrons	\$150.00/\$250.00
		Concession Stands (The concession stand at the splash pad may only be reserved by youth (17 and under). Parent or guardian adult supervision is required. Other fees, including vendor and/or permit fee may apply (see chapter 4 of this code).	\$0.00/\$50.00
		Multipurpose fields:	
		Schedule for noncommercial fees and deposits for multipurpose fields in Fisherman's Park, Bob Bryant Park and Hunter's Crossing Park.	
		Less than 100 Patrons	\$50.00/\$100.00
		101-300 Patrons	\$75.00/\$150.00
		301-500 Patrons	\$100.00/\$200.00
		Additional park amenities fees non-commercial use.	
		Softball fields -daily/practice use	\$20.00 per hour/\$50.00 flat fee
		Softball fields-additional lighting (6-10 pm)	\$10.00 per hour
		Softball fields-tournament use	\$150.00 per day/\$100.00 flat fee
		Softball fields-tournament use-additional lighting (6-10pm)	\$10.00 per hour
		Sand volleyball court (no lighting available)	\$40.00 per 4- hour block
		Pier/scenic outlook	\$40.00 per 4-hour block
		Pier/scenic outlook-seating at additional cost	\$2.00 per chair

SEC Reference	Last updated	Description	Amount of fee/Deposit
		Tennis & Basketball courts	\$4.00 per 4 hour block
		Tennis & Basketball courts-limited lighting available	\$10.00 per hour (6-10pm)
		City Staff-required with 100+patrons	\$25.00 per hour
		Additional equipment required	Standard FEMA rates apply
		Barricades – Type I	\$3.00 each
		Barricades – Type II	\$10.00 each
		Barricades – Type III	\$20.00 each
		Cones 24-36 inches	\$1.00 each
		Cones 48 inches	\$2.00 each
		Commercial fees and deposits:	
		Pavilions (including BBQ pits when available). Schedule for commercial use fees and deposits for the pavilions located in Fisherman’s Park, Bob Bryant Park, Kerr Park, and Hunter’s Crossing Park.	
		Less than 100 patrons	\$100.00/\$200.00
		101-200 patrons	\$200.00/\$300.00
		201-300 patrons	\$300.00/\$400.00
		Greater than 300	Special event permit required
		Multipurpose fields	
		Schedule for commercial use fees and deposits for the multipurpose fields in Fisherman’s Park, Bob Bryant Park, Kerr Park, and Hunter’s Crossing Park.	
		0-100 patrons	\$100.00/\$200.00
		101-200 patrons	\$250.00/\$400.00
		201-500 patrons	\$400.00/\$600.00
		Additional park amenities fees commercial use.	
		Softball fields-daily practice use	\$30.00 per hour/\$100.00 deposit
		Softball fields-additional lighting (6-10pm)	\$10.00 per hour
		Softball fields-tournament use	\$250.00 per day/\$200.00 deposit
		Softball fields-additional lighting (6-10pm)	10.00 per hour

SEC Reference	Last updated	Description	Amount of fee/Deposit
		Sand volleyball court – 4-hour block (no lighting)	\$80.00
		Pier/Scenic outlook -4-hour block	\$80.00
		Pier/Scenic outlook – additional seating	\$3.00 per chair
		Tennis & Basketball courts – 4-hour block	\$80.00
		Tennis & Basketball courts-limited lighting available (6-10 pm)	\$10.00 per hour
		City staff – required with 100+	\$25.00 per hour
		Additional equipment required	Standard FEMA rates
		Barricades Type I	\$5.00 each
		Barricades Type II	\$20.00 each
		Barricades Type III	\$25.00 each
		Cones 24-36"	\$2.00 each
		Cones 48"	\$4.00 each

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

Rodeo Arena Rental Fees

Rodeo Arena Rental includes lighting	\$200.00 per day
Security Deposit for entire event	\$400.00
Rodeo Arena Rental-4-hour block before dark	\$50.00
4-hour block before dark security deposit	\$100.00 per 4 hr block
Rodeo Arena Rental-4-hour block after dark	100.00
4-hour block after dark security deposit	\$200.00 per 4 hr block

Services required during event

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

SEC Reference	Last updated	Description	Amount of fee/Deposit
		Dog training	
		Dog training classes in Bark Park only per class	\$25.00
		Deposit	\$50.00
A1.18		FILM AND BROADCASTING	
A1.18.002	Ord. No. 2016-32 11/8/2016	Film and Broadcasting	
		BTXN field production rates	
		Preproduction (Crew coordination, call sheet, and one meeting)	\$35.00
		Raw show transfer (*No charge if BTXN is editing requires approximately ½ hour each for set-up and breakdown)	\$20.00*
		Administration charge	12% of total bill
		BTXN crew member studio production rates per hour (2-hour minimum)	
		Producer	\$50.00
		Director/technical director	\$35.00
		Audio technician	\$35.00
		Floor manager	\$30.00
		Camera operator	\$30.00
		Graphics and CG technician/teleprompter operator	\$30.00
		Audio assistant	\$25.00
		Production assistant	\$20.00
		BTXN studio editing rates per hour (2-hour minimum)	
		Editor	\$40.00 per hour
		Graphics/audio mix/color correct	\$50.00 per hour
		BTXN studio miscellaneous rates	
		Additional DVDs (first one no charge with editing time)	\$15.00
		Additional video files (one full quality high resolution file included with editing time)	\$15.00
		Additional ½ hour editor review session (first one included with editing time)	\$20.00

ANIMAL CONTROL

SEC Reference	Last updated	Description	Amount of fee/Deposit
A2.02		VACCINATION AND LICENSING OF DOGS AND CATS	
A2.02.005	Ord. No. 2005-15 03/22/2005	Guard dog permit	\$35.00
A2.02.008	Ord. No. 2008-10 02/26/2008	License fee Altered dog Unaltered dog per animal	\$5.00 \$25.00 per animal, per year
A2.03	Ord. No. 2005-15 03/22/2005	KENNELS AND MULTIPLE PET OWNERSHIP	
A2.03.002		Kennel permit Multiple pet owner's permit Private breeder's permit	\$35.00 \$35.00 \$35.00
A2.003.006		Commercial animal sales permit	\$35.00
A2.04	Ord. No. 2005-15 03/22/2005	IMPOUNDMENT	
A2.04.001		Authorized fees Initial impoundment fee Dog or cat per additional day	\$40.00 per animal \$3.50 per animal
A2.04.002		Owner surrender fees Animals surrendered by owner/harboree: owner surrender one pet Owner surrender pets in litter, 8 weeks-3 months Owner surrender under 8 weeks of age	\$20.00 \$25.00 per litter \$10.00 per animal
A2.04.007		Adoption of impounded animals Adoption fee with mandatory spay/neuter agreement	\$15.00

SEC Reference	Last updated	Description	Amount of fee/Deposit
A2.04.035		Livestock and estray impoundment fees	
		Cattle, per head	\$40.00 each
		Equine, per head	\$40.00 each
		Goats/sheep, per head	\$40.00 each
		Swine, per head	\$40.00 each
		Exotic fowl, per bird	\$40.00 each
A2.08	Ord. No. 2005-15 03/22/2005	DANGEROUS DOGS	
A2.08.010		Permit and tag	
		Dangerous dog, unsprayed/unneutered	\$100.00 each
		Dangerous dog, spayed/neutered	\$50.00 each
		Dangerous dog, renewal, unsprayed/unneutered	\$50.00 each
		Dangerous dog, renewal, spayed/neutered	\$25.00 each

BUILDING REGULATIONS

SEC Reference	Last updated	Description	Amount of fee/Deposit
A3.01		GENERAL PROVISIONS	
A3.01.002	Ord. No. 2017-23 09/27/2017	Charges for consulting services	
		Professional fees and related charges incurred by the City for the services of consultant(s):	Actual fee plus 15% administrative fee
A3.01.003	Ord. No. 2017-23 09/27/2017	Work commencing prior to permit issuance- The greater of:	
		Residential	100% of the calculated permit and inspection fees or \$150, in addition to the required permit and inspection fees
		Commercial	\$100.00 per trade
			\$200.00 per trade
A3.01.004	Ord. No. 2017-23 09/27/2017	Re-inspection and certificates fees:	

SEC Reference	Last updated	Description	Amount of fee/Deposit
		Failed inspections or re-inspections, or inspections over inspection allowance	\$75.00
		Certificate of Occupancy (change in use ownership)	\$75.00 \$150
		Certificate of Occupancy (change in use or ownership)	\$75.00
		Copies/Re-issue Certificates of Occupancies, inspections copies	\$10.00
		Courtesy Inspections	\$25.00
A3.01.005	1995 Code A	Work commencing prior to permit issuance; Penalty for commencing work before obtaining necessary permits	100% of usual permit fee in addition to required permit fee or a minimum of \$200.00 whichever is greater
		Permit Technology Fee	\$6.00 per permit
A3.04		BUILDING CODE	
A3.04.002	Ord. No. 2017-23 09/27/2017	Schedule of permit fees All permit and inspection fees shall be based on the following schedule, unless otherwise stated or authorized by state law:	
		<u>Total Valuation</u>	<u>Fee</u>
		\$1,000,000.00 and less	\$7.50 per \$1,000.00 of valuation
		\$1,000,001.00 and up	\$7,500 for the first \$1,000,000.00 plus \$4.00 per additional \$1,000

SEC Reference	Last updated	Description	Amount of fee/Deposit
		Inspection fee	25% of the permit fee
		For buildings with a calculated value of greater than \$2,000,000.00, the Building Official, at their discretion, may use an alternative valuation. e.g. the declared project value.	
		Technology fee	\$6.00 per permit

SEC Reference	Last updated	Description	Amount of fee/Deposit
		Residential permit and inspection fees will be assessed using the Primary Use Chart, based off the current International Code Council (ICC) Building Valuation Data.	
		11 inspection visits assumed for residential projects:	
		Non-Licenses Trade Permit Fee	\$75.00 per building
		Failed inspections, re-inspections over inspection allowance	\$75.00 each
		Residential remodel permit. Using square footage affected only	35% of new building cost Using Primary Use Chart
		Minimum Permit Fee	\$50.00, plus \$75.00 per inspection
		Commercial permit and inspection fees will be assessed using the Primary Use Chart, based off the current International Code Council (ICC) Building Valuation Data.	
		18 inspection visits assumed for commercial projects:	
		Non-Licenses Trade Permit Fee	\$75.00 per building, plus \$75.00 per additional floor of multi-story buildings
		Failed inspections, re-inspections, or inspections over inspection allowance	\$75.00 per each
		Shell Building Permit (using the Primary Use Chart)	65% of new building fee
		Tenant Finish-out permit (using the Primary Use Chart)	35% of new building costs, Per finish-out area
		Commercial remodel permit (using the Primary Use Chart)	35% of new building cost Using square footage affected only
		Minimum Permit Fee:	\$100.00, plus \$75.00 per inspection
		Other fees not listed above:	
		Roofing permit – Residential	\$150.00
		Roofing permit – Commercial	\$500.00
		Construction Trailer – includes hookup fee for electrical and plumbing, excludes fees charged by other utility entities)	\$150.00

SEC Reference	Last updated	Description	Amount of fee/Deposit
		Accessory buildings: Above 240 250 square feet Garages will use the Storage Low hazard (S-2) use	Fee will be calculated using the Primary Use Chart
		Accessory building under 240 250 -sq. ft.	\$75.00
		Fences (Commercial only) Fences - Residential	\$175.00 \$25.00
		Fire related fees:	
		Residential fire sprinkler permit	\$175.00
		Commercial Fire sprinkler permit	\$500.00
		Fire alarm system	\$200.00
		Fire suppression system	\$150.00
		Inspection fee	\$75.00
		Floodplain Development Permits:	
		Single Family, community facility	\$150.00
		Multifamily, commercial, industrial	\$250.00
		Appeal to Construction Standards Board	\$150.00
A3.04.005		Amendment to schedule of permit fees: B102. Moving fees will be divided into 2 categories: For the moving of a portable building or structure	\$25.00
		For the moving of a permanent building or structure	\$100.00
A.3.05		ELECTRICITY - ELECTRICAL CODE	
A.3.05.035	Ord. No. 2017-23 9/26/17	Electrician licensing fees.	
		Annual City fee – All trades will pay fee. Proof of insurance and state licenses shall be required when paying the annual fee.	\$75.00 per person
		Commercial trades will pay an attachment fee to a general construction contract. Each subcontractor company will pay this fee for all project on which work is performed.	\$150.00 \$75.00
		Residential trades will pay an attachment fee to a general construction contract. Each subcontractor company will pay this fee for all projects on which work is performed.	\$75.00

SEC Reference	Last updated	Description	Amount of fee/Deposit
		Failed inspection, re-inspections, or inspections over inspection allowance	\$75.00 each
	Ord. No. 2017-23 9/26/17	Permit and Inspection fees:	
		Electrical repairs will be charged	\$75.00 for one inspection
		—Each additional inspection	\$50.00
		New electric service or rebuild service	\$75.00
		Electrical service inspection permit in which service was disconnected	\$25.00
		Temporary electric meter (T-Pole)	\$75.00
		Commercial electric permit:	\$150.00
		Residential electric permit:	\$75.00
A3.06		PLUMBING CODE	
		Commercial Plumbing Permit	\$150
		Residential Plumbing Permit	\$75
A3.06.037	Ord. No. 2017-23 9/26/17	Plumbing inspection fees.	
		Commercial Irrigation Permit	\$200.00
		Residential Irrigation Permit	\$75.00
		Plumbing repairs inspection fee:	\$75.00 for one inspection
		—Each additional inspection	\$50.00
		Underground water line inspection permit	\$75.00
		Underground waste water line inspection permit	\$75.00
		Hot water heater (new) inspection permit	\$75.00
		Gas pressure test inspection permit	\$75.00
		Gas pressure test in which service was disconnected inspection permit	\$25.00
		Irrigation permit outside of a primary residential permit	\$75.00
		Irrigation permit out of a primary commercial permit	\$200.00
		Annual City fee, all trades will pay a fee. (we will need proof of insurance and State licenses at the time of paying the annual fee)	\$75.00/per person

SEC Reference	Last updated	Description	Amount of fee/Deposit
		Commercial trades will pay an attachment fee to a General Construction contract. Each subcontractor company will pay this fee for any project they work on.	\$75.00
		Residential trades will pay an attachment fee to a General Construction contract.	\$75.00
		Failed inspections, re-inspections, or inspections over inspection allowance	\$75.00 each
A.3.07		MECHANICAL CODE	
A3.07.001	Ord. No. 2017-23 9/26/17	Inspection and mechanical trade fees.	
		Commercial Mechanical Permit	\$150.00
		Residential Mechanical Permit	\$75.00
		Mechanical repair inspection fee	\$75.00 for one inspection
		—Each additional inspection	\$50.00
		Annual City fee, all trades will pay. (Will need proof of Insurance and State Licenses at the time of paying annual fee.)	\$75.00 per person
		Commercial trades will pay an attachment fee to a General Construction contract. (Each subcontractor company will pay this fee for any project they will work on)	\$75.00
		Residential trades will pay an attachment fee to a General Construction contract. (Each subcontractor company will pay this fee for any project they will work on.)	\$75.00
		Failed inspections, re-inspections, or inspections over inspection allowance	\$75.00 each
A3.15		SWIMMING POOLS	
A3.15.001	Ord. No. 2017-23 9/26/17	Permit and inspection fees.	
		Commercial Swimming pool permit	\$225.00 \$500.00
		Residential Swimming Pool Permit	\$200.00
		Inspection fee	\$75.00 per inspection

SEC Reference	Last updated	Description	Amount of fee/Deposit
MOVING OF STRUCTURES, DEMOLITION AND SITE WORK			
A3.16			
A3.16.001	Ord. No. 2017-23 9/26/17	Permit and inspection fees.	
		Demolition permit above 5,000 sq. ft.	\$250.00
		Demolition permit 5,000 sq. ft. or less	\$75.00
		Moving permit – <u>Over 240 SQFT.</u>	<u>\$150.00</u>
		<u>Moving Permit – 240 SQFT or less</u>	<u>\$25.00</u>
		Site work permit	\$150.00 plus \$50.00 for each additional acre over 1 acre
		Inspection fee	\$75.00 per inspection
MOBILE HOME PARKS			
A3.18			
A3.18.002	1995 Code	Permit fee for construction, alteration or extension; construction or occupancy of permanent structures New Mobile Home Park Permit	\$50.00 \$500.00 plus \$25 per space
A3.18.003	1995 Code	License. Original license or renewal applications fee Plus \$5.00 for each additional mobile home space in the mobile home park.	\$5.00-\$1,000.00 \$5.00 for each additional mobile home space in the mobile home park
		<u>Annual Renewal License</u>	<u>\$500.00</u>
		<u>Transfer of Mobile Home license fee. All applicants for license transfer shall be accompanied by a fee</u>	<u>\$5.00 \$500.00</u>
A3.20.053	1995 Code	Signs: Fees All sign permit application fees shall be	\$50.00 for first sign \$5.00 per sign thereafter for a maximum of \$100.00
		Billboard application fees shall be If building official determines that an engineering review is required, the required fee shall increase by an additional	\$100.00 each. \$400.00

SEC Reference	Last updated	Description	Amount of fee/Deposit
		<u>New free-standing sign permit application:</u>	<u>\$50 plus \$1 per foot of height and \$1 per foot of sign area</u>
		<u>New wall sign permit application:</u>	<u>\$50 plus \$1 per square foot</u>
		<u>[Note electrical permit are in addition, see A3.05.0385]</u>	
		<u>Temporary signs</u>	<u>\$25 per month</u>
		<u>Repair or reface of existing sign cabinet</u>	<u>\$25</u>
		<u>Comprehensive Sign Plan</u>	<u>\$500.00</u>
A3.20.054	Ord. No. 2017-23 9/26/17	<u>Inspection and city fees</u>	
		<u>Sign repairs inspections will be charged</u>	<u>\$75.00</u>
		<u>Each additional sign inspection</u>	<u>\$50.00</u>
		<u>Sign permit for the first sign in one submittal</u>	<u>\$150.00</u>
		<u>Each additional sign permit in submittal</u>	<u>\$50.00</u>
		<u>Multiple tenant sign</u>	<u>\$200.00</u>
		<u>Master sign plan</u>	<u>\$500.00</u>
		<u>Inspection fee</u>	<u>\$75.00 per inspection</u>
		<u>Annual City fee, all trades will pay a fee of</u> <u>(will need proof of Insurance and State licenses at the time of paying the annual fee)</u>	<u>\$75.00 per person</u>
A3.21		STREETS, RIGHTS-OF-WAY AND PUBLIC PROPERTY	
A3.21.064		Construction of public rights-of-way fee – work within the Right-Of-Way (driveway, sidewalks, <u>culvert or drainage channel modification</u> etc.)	\$125.00
A3.22	Ord. No. 2017-23 09-26-2017	CULVERT INSTALLATIONS OR DRAINAGE CHANNEL MODIFICATIONS	
A3.22.022		<u>Drainage permit fee</u>	<u>\$125.00</u>

BUSINESS REGULATIONS

SEC Reference	Last updated	Description	Amount of fee/Deposit
A4.03	Ord. No. 2017-03	TAXICABS, SHUTTLES AND TOURING VEHICLES	
A4.03.001		License Fee – Annual license and inspection fee for taxicabs, shuttles, touring and alternative vehicles.	\$25.00 Per Vehicle \$12.00 Additional fee, per driver.
A4.04	Ord. No. 2005-7	PEDDLERS, SOLICITORS AND VENDORS	
A4.04.033		Fees	
		Individual peddler, solicitor and vendor permit (60 days).	\$30.00
		Individual peddler, solicitor, vendor permit (each agent or employee).	\$10.00
		Renewal of individual peddler, solicitor and vendor permit.	\$15.00
		Replacement permit.	\$10.00
A4.04.073	Ord. No. 2005-7	Permit for temporary/seasonal and multiple vendors – Fee; right of city to refuse permit	
		Temporary/seasonal and/or multiple vendors or events permit (30 days).	\$100.00
		Temporary/seasonal and/or multiple vendors or events permit (60 days).	\$150.00
		Temporary/seasonal and/or multiple vendors or events permit (90 days).	\$200.00
		Replacement permit.	\$10.00
A4.05	1995 Code	COIN-OPERATED MACHINES	
A4.05.001		Occupation Tax – Charge for release of machine sealed for nonpayment.	\$5.00

SEC Reference	Last updated	Description	Amount of fee/Deposit
SPECIAL EVENTS PERMITS, PUBLIC GATHERINGS AND PARADES			
A4.06			
A4.06.008	Ord. No. 2009-12, 6/9/09	Application Processing Fee	
		With proof of non-profit status (i.e., 501-C)	\$100.00
		Processing fee all others.	\$300.00
		Security deposit for damages/cleanup. Refundable if the location of the special event is clean and free of litter and damage.	\$500.00
		Inspection fee required for amusement rides, temporary structures, and special electrical and water/wastewater needs.	\$50.00
		Re-inspection fee required for above-described items.	\$75.00
SEXUALLY ORIENTED BUSINESSES			
A4.07	1995 Code		
A4.07.033		Division 2. License - Fee	
		<u>Initial Application</u>	<u>\$2,000.00</u>
		Annual Fee	\$500.00
VEHICLE TOWING			
A4.10	Ord. No. 2014-5, 4/22/14		
A4.10.011		Fees for non-consent tows. (Maximum fees allowed)	
		Regular towing charge (for vehicles not requiring the use of heavy-duty wrecker) for vehicles 10,000 pounds or less.	\$150.00
		If medium duty or heavy-duty wrecker is used to tow vehicles in excess of 10,000 pounds.	\$300.00
		The following additional fees may be charged if verified by the peace officer in charge of the accident scene:	
		Exceptional labor such as clearing debris. Exceptional labor does not include normal hook-up procedure or routine cleanup not to exceed 30 minutes. and does not include the disposal of classified hazardous waste or vehicle cargo.	\$75.00 per hour

SEC Reference	Last updated	Description	Amount of fee/Deposit
		Winching, one-hour minimum, only if normal hook-up is not possible because of conditions or location of vehicle	\$75.00 per hour
		Wait time, if it exceeds 30 minutes from time of arrival at the accident scene.	\$35.00 per hour
		Flat fee for use of medium duty or heavy-duty wrecker, if it exceeds 30 minutes from time of arrival.	\$100.00 per hour
		If an additional operator is required to complete a tow, the second operator may charge a fee.	\$35.00 per hour
		Towing fee study: Towing company(ies) requesting a towing fee study from the city shall deposit prior to the city beginning the study.	\$500.00

FIRE PREVENTION AND PROTECTION

SEC Reference	Last updated	Description	Amount of fee
A5.08	Ord. No. 2017-18, Exh. A, 7/11/17	EMERGENCY, FIRE AND RESCUE SERVICES	

A5.08.001

Fees and Charges

Unit of Measure	Apparatus	Price per Hour
Per engine	Class A engine	\$500.00
Per aerial	Aerial	\$500.00
Per rescue unit	Rescue (heavy)	\$600.00
Per brush unit	Brush truck	\$400.00
Per command unit	Command car/truck	\$200.00
Per PPV fan	PPV fan	\$55.00
Per generator	Generator, portable	\$55.00

Per generator	Generator	\$55.00
Per saw	Chain saw	\$45.00
Per pump	Portable pump	\$95.00
Per pump	Float pump	\$65.00

Unit of Measurement	Tool	Price
Per incident	Foam nozzle	\$55.00
Per incident	Foam eductor	\$50.00
Per gallon	AFFF foam	\$40.00
Per gallon	Class A foam	\$25.00
Per incident	Piercing nozzle	\$40.00
Per incident	M/S fog nozzle	\$55.00
Per incident	M/S straight bore nozzle	\$30.00
Each used	Salvage cover	\$28.00
Each used	SCBA pack	\$85.00
Per incident	Hall runner	\$18.00
Per incident	Portable tank	\$75.00
Per incident	Water extinguisher	\$22.00
Per incident	Dry chemical extinguisher	\$45.00
Per incident	CO ₂ extinguisher	\$45.00
Each used	Scene lights	\$22.00
Each used	Water vests	\$30.00
Per incident	Thermal imaging camera	\$75.00
Per incident	Sawzall	\$55.00

Unit of Measurement	Supplies/Service	Price
Per bag	Absorbent	\$17.00
Each used	Absorbent booms	\$40.00
Each used	Top sol	\$35.00
Each used	Disposable coveralls	\$30.00
Each used	Neoprene gloves	\$20.00
Each used	Latex gloves	\$6.00
Each used	Over boots	\$25.00
Each used	Disposable goggles	\$15.00
Each used	Gas plug kit	\$50.00
Each used	Plug and dike	\$65.00
Each used	Drum liners	\$10.00
Each used	Barricade tape	\$22.00
Each used	Poly sheeting	\$55.00
Per incident	Removal of hazardous material	\$150.00
Per incident	Disposal of hazardous material	\$150.00
Per incident	Gas multimeter	\$65.00
Per incident	CO ₂ meter	\$65.00
Per quart	Microblaze	\$10.00
Per 5 gallons	Microblaze	\$150.00
Unit of Measurement	Tool	Price
Per incident	Spreaders	\$250.00
Per incident	Cutters	\$250.00
Per incident	Rams	\$250.00

Per incident	Air bags	\$250.00
Per incident	K-12 saw	\$55.00
Per incident	Target saw	\$55.00
Per incident	Ajax tool	\$25.00
Per incident	K-tool	\$25.00
Per incident	Windshield tool	\$15.00
Each used	Rescue blanket	\$32.00
Each used	Rope	\$25.00

Collision investigation fee. Charged in responses where no mitigation services, debris removal, or rescue services are performed: \$275.00

MUNICIPAL COURT

SEC Reference	Last updated	Description	Amount of fee
A7.01		MUNICIPAL COURT - GENERAL PROVISIONS	
A7.01.014	1995 Code	Jurors - Jury fee. Jury fee for defendant convicted after requesting jury trial	\$5.00
A7.01.023	1995 Code	Fee for person requesting driving safety course.	\$10.00
A7.02		MUNICIPAL COURT - BUILDING SECURITY FUND	
A7.02.002	1995 Code	Assessment of fee - Security fee for defendants convicted in a trial for a misdemeanor offense (except for parking ticket offenses) in the municipal court.	\$3.00

SEC Reference	Last updated	Description	Amount of fee
A7.03		TECHNOLOGY FUND	
A7.03.002	1995 Code	Assessment of fee - Technology fee for defendants convicted of a misdemeanor offense in the municipal court.	\$4.00
A.7.04		JUVENILE CASE MANAGER FUND	
A.7.04.002	Ord. No. 2005-40, 11/22/05	Assessment of fee - Juvenile case manager fee for defendants convicted of a fine-only misdemeanor offense (except for parking citations) in municipal court.	\$5.00

OFFENSES AND NUISANCES

SEC Reference	Last updated	Description	Amount of fee
A8.05.091	1995 Code	ABANDONED AND JUNKED VEHICLES	
		Fee to accompany report of garage keeper to police department	\$5.00

SUBDIVISIONS

SEC Reference	Last updated	Description	Amount of fee
A10.03.002	Ord. No. 2017-23 9/26/2017	SUBDIVISION ORDINANCE - FILING FEES AND CHARGES	
		Preliminary Plat	\$1,025.00, plus \$25.00 per lot, and \$25.00 per acre of right-of-way, \$1,200.00 minimum
		Final Plat	\$825.00, plus \$20.00 per lot and \$20.00 per acre of right-of-way

SEC Reference	Last updated	Description	Amount of fee
		Construction Plans <u>Review</u>	0.5% of total cost of improvements, \$1,000.00 minimum*
		<u>Construction Plan Inspection</u>	<u>2.5% of total cost of improvement, \$2,500.00 minimum*</u>
		Amended/Administrative Plat	\$525.00 per plat
		Replats	\$700.00 per plat
		<u>Technology Fee (per application)</u>	<u>\$25.00</u>
		Site Development Plan:	
		Less than or equal to ½ acre	\$500.00
		Greater than ½ acre	\$1,000.00, plus \$200.00 per acre over 1 acre
		Site Development Plan Revision	\$225.00, plus \$0.05 per square foot of impervious cover
		Site Development Inspection Fee	\$200.00, plus \$0.02 per square foot of impervious cover (excluding buildings)
		<u>Subdivision</u> Variances	\$500.00 per request
		Plat Recordation with the County	\$50.00 , plus fees charged by the County
		Legal Lot <u>of Record Determination</u> , Zoning Determination Letter	\$25.00 - <u>\$50.00</u>

SEC Reference	Last updated	Description	Amount of fee
		Development Agreement	\$2,000.00, plus professional fees***
		Public Hearing Re-notification	\$200.00, if required by applicant
		Land Disturbance Permit	\$200.00
		License Agreement, Easement	\$200.00, plus professional fees***
		Traffic Impact Analysis Review	\$500.00, plus professional fees***
		Right-of-way Vacation	\$500.00
		Easement Vacation	\$300.00
		GIS Mapping Fees:	
		Map Printing Fee:	\$6.67 per square foot
		Custom Map Fee:	\$100.00 per hour
		Improvement Plan Digitizing**	\$150.00
		Technology Fee (per application)	\$25.00
		* Based on certified cost estimate provided by engineer of record and approved by the City	
		** Charged on projects requiring public infrastructure improvements. Fee may be waived if information provided per City specifications.	

SEC Reference	Last updated	Description	Amount of fee
A10.03.003	1995 Code	Subdivision and Development Escrow Fees	
		Total Construction Cost	Escrow Deposit Required
		\$1.00 to \$200,000.00	4.0%, with minimum of \$2,000.00
		\$200,001.00 to \$400,000.00	\$8,000.00 for the first \$200,000.00, plus 3% of any amount over \$200,000.00
		\$400,001.00 to \$600,000.00	\$14,000.00 for the first \$400,000.00, plus 2.75% of any amount over \$400,000.00
		\$600,001.00 and over	\$19,500.00 for the first \$600,000.00, plus 2.50% of any amount over \$600,000.00
		Minimum escrow amount; short form plats. The minimum escrow amount, excluding short form plats, shall be \$2,500.00. Short form plats shall have an escrow deposit of \$500.00.	

UTILITIES

SEC Reference	Last updated	Description	Amount of fee
A13.04.010	Ord. No. 2005-44 11/22/05	On-Site Sewage Facilities Permit Fees	
		Standard System	\$250
		Designed System	\$400
		Modification to Standard Permit	\$100
		Modification to Designed Permit	\$100
		Adjustment from Standard to Design	\$100
		Holding Tank	\$200
		Septic Tank Replacement	\$125
		Reinspection (Failed installation Inspection)	\$125
		Maintenance Contract Renewal	\$25
A13.05.005	1995 Code	Creation of Water Districts	
		Filing Fee for application to create Water Control District or Municipal Utility District	\$10,000
A13.08.015	Ord. No. 2016-23 9/27/2016	Solid Waste	
		Residential Service monthly charge	\$15.28 <u>\$16.05</u>
		Residential Additional Cart monthly charge	\$5.52 <u>\$5.25</u>
		Residential Additional Recycling Cart monthly charge	\$2.21 <u>\$2.10</u>

Formatted: Font: Bold

Progressive Waste Solutions directly invoices Commercial Customers for the following Services:

Commercial Solid Waste Dumpster Services

Container Size	Weekly Collection Frequency ¹						Extra Pickups ¹
	1	2	3	4	5	6	
96-Gallon Cart	\$23.06 <u>\$24.21</u>			N/A	N/A	N/A	
2 CY Dumpster	\$66.62 <u>\$69.95</u>	\$181.59 <u>\$190.67</u>	\$223.11 <u>\$234.76</u>	\$237.63 <u>\$249.51</u>	\$273.27 <u>\$286.93</u>	\$286.93 <u>\$301.28</u>	\$62.00 <u>\$65.10</u>
3 CY Dumpster	\$72.50 <u>\$76.12</u>	\$134.38 <u>\$141.10</u>	\$212.76 <u>\$223.40</u>	\$283.42 <u>\$297.59</u>	\$354.04 <u>\$371.74</u>	\$377.04 <u>\$395.89</u>	\$67.00 <u>\$70.35</u>
4 CY Dumpster	\$99.66 <u>\$104.64</u>	\$145.27 <u>\$152.53</u>	\$232.41 <u>\$244.03</u>	\$309.49 <u>\$324.96</u>	\$386.84 <u>\$406.18</u>	\$473.70 <u>\$497.38</u>	\$70.00 <u>\$73.50</u>
6 CY Dumpster	\$109.18 <u>\$114.64</u>	\$178.50 <u>\$187.42</u>	\$301.63 <u>\$316.71</u>	\$378.95 <u>\$397.90</u>	\$473.69 <u>\$497.37</u>	\$568.42 <u>\$596.84</u>	\$83.00 <u>\$87.15</u>
8 CY Dumpster	\$124.55 <u>\$130.78</u>	\$216.02 <u>\$226.82</u>	\$323.08 <u>\$339.23</u>	\$420.47 <u>\$441.49</u>	\$525.58 <u>\$551.86</u>	\$630.69 <u>\$662.22</u>	\$95.00 <u>\$99.75</u>
10 CY Dumpster	\$132.69 <u>\$139.32</u>	\$219.01 <u>\$229.96</u>	\$342.84 <u>\$359.98</u>	\$457.91 <u>\$480.80</u>	\$572.38 <u>\$601.00</u>	\$686.86 <u>\$721.20</u>	\$106.00 <u>\$111.30</u>

Commercial Recycling Dumpster Services (Non-Exclusive)

Container Size	Weekly Collection Frequency						Extra Pickups
	1	2	3	4	5	6	
96-Gallon Cart	\$18.26 <u>\$19.17</u>			N/A	N/A	N/A	

Formatted Table

Formatted: Space After: 0 pt

Formatted: Space After: 0 pt

Formatted: Space After: 0 pt

Formatted: Space After: 0 pt

Formatted: Space After: 0 pt

Formatted: Space After: 0 pt

Formatted: Space After: 0 pt

Formatted: Space After: 0 pt

CITY OF BASTROP

MASTER FEE SCHEDULE

2 CY Dumpster	\$59.95 <u>\$62.95</u>	\$163.43 <u>\$171.60</u>	\$200.81 <u>\$210.85</u>	\$213.86 <u>\$224.55</u>	\$245.95 <u>\$258.25</u>	\$258.24 <u>\$271.15</u>	\$62.00 <u>\$65.10</u>
3 CY Dumpster	\$65.25 <u>\$68.51</u>	\$120.93 <u>\$126.98</u>	\$195.49 <u>\$205.26</u>	\$243.03 <u>\$255.18</u>	\$325.82 <u>\$342.11</u>	\$390.98 <u>\$410.53</u>	\$67.00 <u>\$70.35</u>
4 CY Dumpster	\$78.55 <u>\$82.48</u>	\$141.48 <u>\$148.55</u>	\$212.22 <u>\$222.83</u>	\$282.96 <u>\$297.11</u>	\$353.70 <u>\$371.38</u>	\$424.43 <u>\$445.65</u>	\$70.00 <u>\$73.50</u>
6 CY Dumpster	\$81.89 <u>\$85.98</u>	\$133.87 <u>\$140.56</u>	\$226.23 <u>\$237.54</u>	\$284.22 <u>\$298.43</u>	\$355.26 <u>\$373.02</u>	\$426.32 <u>\$447.64</u>	\$83.00 <u>\$87.15</u>
8 CY Dumpster	\$87.19 <u>\$91.55</u>	\$151.21 <u>\$158.77</u>	\$226.15 <u>\$237.46</u>	\$294.32 <u>\$309.04</u>	\$367.91 <u>\$386.30</u>	\$441.48 <u>\$463.55</u>	\$95.00 <u>\$99.75</u>
10 CY Dumpster	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$106.00 <u>\$111.30</u>

- Formatted: Space After: 0 pt, Line spacing: single
- Formatted: Space After: 0 pt
- Formatted: Space After: 0 pt
- Formatted: Space After: 0 pt
- Formatted: Space After: 0 pt
- Formatted: Space After: 0 pt
- Formatted: Space After: 0 pt

Additional Fee Commercial Services

Description of Service	Fee
Lock	\$11.00 <u>\$11.55</u> per month
Set of casters	\$20.00 <u>\$21.00</u> per month
Opening and closing of enclosures	No Charge
Excessive maintenance	\$100.00 <u>\$105.00</u> per swap more than 1x per year

Temporary Refuse Roll-off Services (Maximum allowable fee)

CITY OF BASTROP

MASTER FEE SCHEDULE

Roll-off Type and Size	Container Rental Fee ² (Per Day)	Initial Delivery Fee One-time)	Collection Fee (Per Pull)	Disposal Fee ³ (Per Ton)	Processing Fee ⁴ (Per Ton)
10 CY Roll-off ¹	\$ 4.75 <u>\$4.99</u>	\$129.73 <u>\$136.22</u>	\$312.32 <u>\$327.94</u>	\$23.23 <u>\$24.39</u>	\$0.00
15 CY Roll-off ¹	\$ 4.75 <u>\$4.99</u>	\$129.73 <u>\$136.22</u>	\$312.32 <u>\$327.94</u>	\$23.23 <u>\$24.39</u>	\$0.00
20 CY Roll-off	\$4.75 <u>\$4.99</u>	\$129.73 <u>\$136.22</u>	\$312.32 <u>\$327.94</u>	\$23.23 <u>\$24.39</u>	\$0.00
30 CY Roll-off	\$4.75 <u>\$4.99</u>	\$129.73 <u>\$136.22</u>	\$312.32 <u>\$327.94</u>	\$23.23 <u>\$24.39</u>	\$0.00
40 CY Roll-off	\$4.75 <u>\$4.99</u>	\$129.73 <u>\$136.22</u>	\$312.32 <u>\$327.94</u>	\$23.23 <u>\$24.39</u>	\$0.00

*Could be subject to fees associated with contamination of materials.

Permanent Refuse Roll-off Services (Maximum Allowable Fees)

Roll-off Type and Size	Container Rental Fee (Per Month)	Compactor Rental Fee ¹ (Per Month)	Collection Fee (Per Pull)	Disposal Fee ² (Per Ton)	Processing Fee ³ (Per Ton)
10 CY Roll-off	\$100.00 <u>\$105.00</u>	N/A	\$312.32 <u>\$327.94</u>	\$23.23 <u>\$24.39</u>	\$0.00
15 CY Roll-off	\$100.00 <u>\$105.00</u>	N/A	\$312.32 <u>\$327.94</u>	\$23.23 <u>\$24.39</u>	\$0.00
20 CY Roll-off	\$100.00 <u>\$105.00</u>	N/A	\$312.32 <u>\$327.94</u>	\$23.23 <u>\$24.39</u>	\$0.00
30 CY Roll-off	\$100.00 <u>\$105.00</u>	N/A	\$312.32 <u>\$327.94</u>	\$23.23 <u>\$24.39</u>	\$0.00

Formatted: Space After: 0 pt

Formatted: Space After: 0 pt

Formatted: Space After: 0 pt

Formatted: Space After: 0 pt

Formatted: Space After: 0 pt

Formatted: Space After: 0 pt

Formatted: Space After: 0 pt

Formatted: Space After: 0 pt

Formatted: Space After: 0 pt

Formatted: Space After: 0 pt

CITY OF BASTROP

MASTER FEE SCHEDULE

40 CY Roll-off	\$100.00 <u>\$105.00</u>	N/A	\$312.32 <u>\$327.94</u>	\$23.23 <u>\$24.39</u>	\$0.00
25 CY Roll-off Compactor	N/A	\$300.00 <u>\$315.00</u>	\$312.32 <u>\$327.94</u>	\$23.23 <u>\$24.39</u>	\$0.00
30 CY Roll-off Compactor	N/A	\$325.00 <u>\$341.25</u>	\$312.32 <u>\$327.94</u>	\$23.23 <u>\$24.39</u>	\$0.00
40 CY Roll-off Compactor	\$125.00 <u>\$131.25</u>	\$350.00 <u>\$367.50</u>	\$312.32 <u>\$327.94</u>	\$23.23 <u>\$24.39</u>	\$0.00

¹ Does not apply if the customer owns the compactor unit.

² Based on actual tonnage hauled to the disposal location. Tonnage must be reported to the customer as part of the customer billing.

³ Recycling services are provided on a non-exclusive basis. Processing fee is based on actual tonnage hauled to the processing location. Tonnage must be reported to the customer as part of the customer billing.

- Container Rental fee only applies if the customer has less than a minimum of 2 pulls per month.
- Processing Fee may be subject to charges relating to contamination.

SEC Reference	Last updated	Description	Amount of fee
A13.09		UTILITY FEES AND DEPOSITS	
A13.09.003	Ord. No. 2015-16 9/22/15	Return Trip – Failure to have presence of responsible person for connection	\$25
A13.09.004	Ord. No. 2015-16 9/22/15	Credit Check	Actual Cost
A13.09.005	Ord. No. 2015-16 9/22/15	Residential Electric Deposit Residential Water Deposit Commercial Deposit	\$200 \$75 Equivalent of twelve (12) months average times two (2), plus fifteen (15)%
		Temporary Deposit follows same rules for Residential and commercial above	

Formatted: Space After: 0 pt

Formatted: Space After: 0 pt

Formatted: Space After: 0 pt

Formatted: Space After: 0 pt

SEC Reference	Last updated	Description	Amount of fee
		Temporary Services – nonrefundable fee	\$50
		Solid Waste Deposit	\$50
A13.09.006	Ord. No. 2015-16 9/22/15	Deferred Payment Plan – Administration Fee	\$25
A13.09.007	Ord. No. 2015-16 9/22/15	New Application Fee	\$50
		Disconnect Fee	\$50
		Reconnect Fee	\$50
		After Hours Reconnect Fee	\$75
		Trip Fee – Investigation during regular business hours	\$50
		Trip Fee – Investigation after hours	\$100
		Miscellaneous Service Fee	\$50
		Meter Re-reading Fee	\$25
		Meter Inaccessible Fee	\$25
		Transfer of Service Fee (per account)	\$20
		Returned Check Fee	Actual cost to the City
		Meter Testing Fee – unless City initiated	Actual cost plus \$25 fee
		Tampering with City Meter Charge – Actual costs could include cost of actual amounts of service used without City authorization, and cost associated with investigating the tampering claim.	Minimum \$500 or actual damages or both
A13.11.001	Ord. No. 2015-05 3/24/15	Reclaimed Water for Irrigation – per 1,000 gallons	\$5 Minimum \$5
A13.11.002	Ord. No. 2015-05 3/24/15	Reclaimed Water – Cost related to permitting, inspecting and application	
		Application Fee	\$150
		Resubmission/application review Fee	\$50
		Volume Charges per 1,000 gallons	\$5
		Engineering and other Professional Services	Actual Costs
		Security Deposit	\$500

ZONING

SEC Reference	Last updated	Description	Amount of fee
A14.01		ZONING – GENERAL PROVISIONS	
A14.01.001	Ord. No. 2017-23 9/26/17	Fees associated with review of Zoning Change and Conditional Use permit application	
		Less than or equal to 30 acres	\$750
		Greater than 30 acres	\$900
		Planned Development	\$2,000, plus \$200 per acre \$5,000 Max.
		Conditional Use Permit (CUP)	\$350
		Zoning Text Amendment	\$250.00
		Comprehensive Plan Amendment	\$250.00
		Technology Fee (per application)	\$25
A14.01.002	Ord. No. 2017-23 9/26/17	Fees for review of variance request or appeal for site plan	\$350 per request

CEMETERIES

SEC Reference	Last updated	Description	Amount of fee
A15.01		FAIRVIEW CEMETERY	
A15.01.012	Ord. No. 2015-13 9/8/15	Cost of one (1) plot – Resident of the City of Bastrop	\$1,000
		Cost of one (1) plot – Non-Resident of the City of Bastrop	\$1,500
		100% of the fee is deposited into the Operating fund	
		Recording Fee	\$30
		Permit Fee	\$25



STAFF REPORT

MEETING DATE: September 11, 2018

AGENDA ITEM: 9L

TITLE:

Consider action to approve Resolution No. R-2018-86 of the City Council of the City of Bastrop, Texas approving and adopting the Investment Policy and Investment Strategies attached as Exhibit A; approving the list of Qualified Brokers attached as Exhibit B; making various provisions related to the subject; and establishing an effective date.

STAFF REPRESENTATIVE:

Tracy Waldron, Chief Financial Officer

BACKGROUND/HISTORY:

This policy is required to be reviewed and approved annually by the governing body. The policy attached has no recommended changes.

POLICY EXPLANATION:

Provided in the Public Funds Investment Act section 2256.005(e) the governing body will review the Investment Policy annually and provide a written instrument stating that it has reviewed the Policy. The Act requires that a list of qualified brokers be approved annually. No changes are recommended to this list.

FUNDING SOURCE:

N/A

RECOMMENDATION:

Consider action to approve Resolution No. R-2018-86 of the City Council of the City of Bastrop, Texas approving and adopting the Investment Policy and Investment Strategies attached as Exhibit A; approving the list of Qualified Brokers attached as Exhibit B; making various provisions related to the subject; and establishing an effective date.

ATTACHMENTS:

- Resolution No. R-2018-86

RESOLUTION NO. R-2018-86

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, APPROVING AND ADOPTING THE INVESTMENT POLICY AND INVESTMENT STRATEGIES ATTACHED AS EXHIBIT A; APPROVING THE LIST OF QUALIFIED BROKERS ATTACHED AS EXHIBIT B; MAKING VARIOUS PROVISIONS RELATED TO THE SUBJECT; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the Public Funds Investment Act, Texas Government Code Ann., Chapter 2256 (the "Act"), provides that the governing body of an investment entity shall adopt a written investment policy and investment strategies regarding the investment of its funds; and

WHEREAS, the Act provides that the governing body of an investing entity shall review its investment policy and investment strategies not less than annually; and

WHEREAS, the City Council has reviewed the investment policy and investment strategies; and

WHEREAS, the Act provides that the governing body of an investing entity shall review, revise and adopt its list of qualified brokers at least annually.

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

Section 1: The City Council of the City of Bastrop, Texas, approves and adopts the Investment Policy and Investment strategies attached hereto as Exhibit A and list of Qualified Brokers Exhibit B made a part hereof by this reference.

Section 2: Any prior resolution of the City Council in conflict with the provisions contained in this resolution are hereby repealed and revoked.

Section 3: Should any part of this resolution be held to be invalid for any reason, the reminder shall not be affected thereby, and such remaining portions are hereby declared to be severable.

Section 4: This resolution shall take effect immediately from and after its passage, and duly resolved.

DULY RESOLVED AND ADOPTED by the City Council of the City of Bastrop, Texas
this 11th day of September, 2018.

APPROVED:

Connie B. Schroeder, Mayor

ATTEST:

Ann Franklin, City Secretary

APPROVED AS TO FORM:

Alan Bojorquez, City Attorney



City of Bastrop, Texas

Investment Policy

**Draft dated
September 11, 2018**

TABLE OF CONTENTS

- I. INTRODUCTION**
- II. INVESTMENT STRATEGY**
- III. SCOPE**
- IV. OBJECTIVES**
- V. DELEGATION OF RESPONSIBILITY**
 - A. Investment Officer
 - B. City Council
 - C
- VII. REPORTING**
- VIII. INVESTMENT PORTFOLIO**
 - A. Active Portfolio Management
 - B. Investments
 - C. Holding Period
 - D. Risk and Diversification
- IX. SELECTION OF BANKS AND DEALERS**
 - A. Depository
 - B. Security Broker/Dealer
 - C. List of Qualified Brokers
- X. COLLATERAL, SAFEKEEPING AND CUSTODY**
 - A. Time and Demand Deposit Pledged Collateral
 - B. Repurchase Agreements owned Collateral
 - C. Authorized Collateral Defined
 - D. Subject to Audit
- XI. INTERNAL CONTROLS**
 - A. Cash Flow Forecasting
 - B. Delivery vs. Payment Security Settlement
 - C. Loss of Credit Rating
 - D. Monitoring FDIC Coverage
- XII. INVESTMENT POLICY ADOPTION**
- XIII. GLOSSARY**

I. INTRODUCTION

The purpose of this document is to set forth specific investment policy and strategy guidelines for the City of Bastrop in order to achieve the goals of safety, liquidity, yield, and public trust for all investment activity. The City Council of the City of Bastrop shall review its investment strategies and policy annually. This policy serves to satisfy the statutory requirement (specifically the Public Funds Investment Act, Texas Government Code, Chapter 2256 (the "Act")) to define, adopt and review a formal investment strategy and policy. The policy provides conformance to all statutes, rules, and regulations governing the investment of public funds.

II. INVESTMENT STRATEGY

The City of Bastrop may maintain separate portfolios, or one commingled portfolio which utilize four specific investment strategy considerations designed to address the unique characteristics of the fund groups represented in the portfolios. The investment objective for each portfolio will maintain the following priorities in order of importance: preservation and safety of principle, liquidity, diversification, understanding of the suitability of the investment to the financial requirements of the City, marketability of the investment and lastly yield.

Operating funds and commingled pools containing operating funds objective will assure that anticipated cash flows are matched with adequate investment liquidity. An additional objective is to create a diversified portfolio structure, which will experience minimal volatility during economic cycles. This may be accomplished by purchasing high quality, short- to medium-term securities, which will complement each other in a laddered or barbell maturity structure. The maximum dollar weighted average maturity of 1 year or less will be calculated using the stated final maturity date of each security.

Debt service funds shall have as their objective the assurance of investment liquidity adequate to cover the debt service obligation on the required payment date. No extended investment may be made unless the prior debt service dates are fully funded.

Debt service reserve funds primary objective is the ability to generate a revenue stream to the appropriate debt service fund from securities with a low degree of volatility. Securities should be high quality and, except as may be required by the bond ordinance specific to an individual issue, of short to intermediate-term maturities. Volatility shall be further controlled through the purchase of securities, within the desired maturity and quality range.

Special projects or special purpose fund portfolios will have as their primary objective to assure that anticipated cash flows are matched with adequate investment liquidity. These portfolios should include at least 10% in highly liquid securities to allow for flexibility and unanticipated project outlays. The state final maturity dates of securities held should not exceed the estimated project completion date.

III. SCOPE

This investment policy applies to all financial assets of the City of Bastrop. These funds are accounted for in the City's Annual Financial Report and include the General Fund, Special Revenue Funds, Debt

Service Funds, Capital Projects Funds, Enterprise/ Proprietary Funds and any new fund unless specifically exempted by the City Council.

IV. OBJECTIVES

The primary objective of the City's investment activity is the preservation of capital in the overall portfolio. Each investment transaction shall be conducted in a manner to avoid capital losses, whether they are from securities defaults or erosion of market value. All investments shall be designed and managed in a manner responsive to the public trust and consistent with State and local law.

The City shall maintain a comprehensive cash management program, which includes collection of accounts receivable, vendor payment in accordance with invoice terms, and prudent investment of available cash. Cash management is defined as the process of managing monies in order to insure maximum cash availability and maximum yield on short-term investment of pooled idle cash.

The City's investment portfolio shall be structured such that the City is able to meet all obligations in a timely manner. This shall be achieved by matching investment maturities with forecasted cash flow requirements, by investing in securities with active secondary markets.

The City's cash management portfolio shall be designed with the objective of regularly matching or exceeding the yield on comparable U.S. Treasury Bill. The investment program shall seek to augment returns above this threshold consistent with risk limitations identified herein and prudent investment policies.

V. DELEGATION OF RESPONSIBILITY

A. Investment Officer

Under the direction of the City Manager, the Chief Financial Officer is designated as investment officer of the City and is responsible for investment decisions and activities. The investment officer shall attend at least one training session relating to the officer's responsibility under the Act within 12 months after assuming duties. Thereafter, eight hours of training must be completed every two fiscal years. The training cycle is concurrent with the city's fiscal year.

The Investment Officer shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair the ability to make impartial investment decisions. City staff shall disclose to the City Manager any material financial interests in financial institutions that conduct business with the City and they shall further disclose positions that could be related to the performance of the City's portfolio. City staff shall subordinate their personal financial transactions to those of the City, particularly with regard to timing of purchases and sales.

An investment officer of the City who has a personal business relationship with an organization seeking to sell an investment to the City shall file statement disclosing that personal business interest. An investment officer who is related within the second degree by affinity or consanguinity to an individual seeking to sell an investment to the City shall file a statement disclosing that relationship. A statement

required under this subsection must be filed with the Texas Ethics Commission and the governing body of the entity.

B. City Council

The City Council holds ultimate fiduciary responsibility for the portfolio. It will receive and review quarterly reporting, approve broker/dealers, and review and adopt the Investment Policy and Strategy at least annually.

VI. PRUDENCE

The standard of prudence to be applied by the investment officer shall be the "prudent investor" rule, which states:

"Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived."

In determining whether an investment officer has exercised prudence with respect to an investment decision, the determination shall be made taking into consideration:

1. The investment of all funds, or funds under the City's control, over which the officer has responsibility rather than a consideration as to the prudence of single investment.
2. Whether the investment decision was consistent with the written investment policy of the City.

The investment officer, acting in accordance with written procedures and exercising due diligence, shall not be held personally responsible for a specific security's credit risk or market price changes, provided that these deviations are reported immediately and that appropriate action is taken to control adverse developments.

VII. REPORTING

The Chief Financial Officer shall submit a written and signed quarterly investment report of investment transactions for the preceding reporting period to the City Manager and City Council. The report will include a description in detail of the investment position of the City. To include:

1. a summary of investments, and their beginning market value, additions and changes to the market value during the period, ending market value;
2. fully accrued interest for the reporting period;
3. a description of each investment;
4. The market value of the portfolio must be determined at least monthly. Market prices will be obtained from an independent source.

5. state the book value and market value of each separately invested asset at the end of the reporting period by the type of asset and fund type invested;
6. state the maturity date of each separately invested asset that has a maturity date;
7. state the compliance of the investment portfolio to the investment policy and strategy and the Act.

If the City invests in other than money market mutual funds, investment pools or bank time and demand accounts in any bank the reports prepared by the investment officers under this section shall be formally reviewed at least annually by an independent auditor, and the result of the review shall be reported to the governing body by that auditor.

VIII. INVESTMENT PORTFOLIO

A. Active Portfolio Management

The City shall pursue a conservative pro-active versus passive portfolio management philosophy. That is, securities may be sold before they mature if market conditions present an opportunity for the City to benefit from the trade. The investment officer will routinely monitor the contents of the portfolio, the available markets, and the relative value of competing instruments, and will adjust the portfolio accordingly. The City is not required to liquidate investments that were authorized investments at the time of the purchase.

B. Investments

Assets of the City of Bastrop may be invested only in the following instruments; as further defined in the Act. At least 3 competitive offers or bids must be obtained for all individual security purchases and sales. (Transactions with money market mutual funds, local government investment pools and when-issued securities shall also be evaluated with comparable investments.

1. Authorized

- a. Obligations of the United States Government, its agencies and instrumentalities with a maximum stated maturity of three years, excluding mortgage backed securities.
- b. General debt obligations of any US state or political subdivision rated AA or better with a stated maturity not to exceed two years.
- c. Other obligations, the principal of and interest on which are unconditionally guaranteed by the State of Texas or United States of America or their respective agencies or insured by, or backed by the full faith and credit with a maximum maturity of three years.
- d. FDIC insured or collateralized depository certificates of deposit from banks collateralized in accordance with this policy and with a maximum maturity of two years.
- e. FDIC insured brokered certificate of deposit securities issued by any US state delivered versus payment to the City's safekeeping agent not to exceed two years to maturity.

Before purchase, the investment officer must verify the FDIC status of the bank on www.fdic.gov to assure the bank is FDIC insured.

- f. AAA-rated, Local government investment pools in Texas which strive to maintain a \$1 net asset value (NAV) as defined by the Act and authorized by resolution of the City Council.
- g. Commercial paper, rated A1/P1 or equivalent by two rating agencies with a maximum maturity of ninety days.
- h. FDIC insured or collateralized Interest bearing and money market accounts in any bank in Texas.
- i. AAA-rated, SEC registered money market funds striving to maintain a \$1 NAV.

2. Not Authorized

The City's authorized investments options are more restrictive than those allowed by state law. State law specifically prohibits investment in the following investment securities:

- a. An obligation whose payment represents the coupon payments on the outstanding principal balance of the underlying mortgage-backed security collateral and pays no principal.
- b. Obligations whose payment represents the principal stream of cash flow from the underlying mortgage-backed security collateral and bears no interest.
- c. Collateralized mortgage obligations that have a state final maturity date of greater than 10 years.
- d. Collateralized mortgage obligations the interest rate of which is determined by an index that adjusts opposite to the changes in a market index.

C. Holding Period

The City of Bastrop intends to match the maturities with liability and liquidity needs of the City. In no case, will the average dollar-weighted maturity of investments of the City's operating funds exceed one year. The maximum final stated maturity of any investment shall not exceed three years.

D. Risk and Diversification

The City recognizes that investment risks can result from issuer defaults, market price changes or various technical complications leading to temporary illiquidity. Risk is controlled through portfolio diversification, which shall be achieved by the following general guidelines:

Risk of issuer default is controlled by limiting investments to those high credit quality instruments allowed by the Act, further restricted by policy.

Market risk can be limited by avoiding over-concentration assets in a specific maturity sector and limitation of average maturity of operating funds investment to two years.

IX. SELECTION OF BANKS AND DEALERS

A. Depository

At least every five years a Depository shall be selected through the City's banking services procurement process, which shall include a formal request for proposal (RFP). In selecting a depository, the services, costs, earning potential and credit worthiness of institutions shall be considered. The Chief Financial Officer shall conduct a comprehensive review of prospective depositories' credit characteristics and financial history.

B. Security Broker/Dealers

All financial institutions and broker/dealers who desire to become qualified bidders for investment transactions must supply the following as appropriate:

- audited financial statements
- proof of Financial Industry Regulatory Authority (FINRA) certification
- proof of Texas registration
- policy certification of review of the City's investment policy signed by an authorized representative of the organization to include acknowledgment that the firm has implemented reasonable procedures and controls in an effort not to sell investments to the City unauthorized by policy.

C. List of Qualified Brokers

The City Council will annually adopt, by resolution a list of authorized brokers to engage in investment transactions with the City. Each broker/dealer will provide the required policy certification before any transaction can be executed.

X. COLLATERAL, SAFEKEEPING AND CUSTODY

A. Time and Demand Deposit Pledged Collateral

All bank time and demand deposits shall be secured by pledged collateral. In order to anticipate market changes and provide a level of security for all funds, the collateralization level will be 102% of market value of principal and accrued interest on the deposits less an amount insured by the FDIC. Evidence of the pledged collateral shall be provided by the Custodian. Repurchase agreements shall be documented by a specific agreement noting the collateral pledge in each agreement. Monthly reports of collateral shall be provided directly from the custodian on a monthly basis.

Collateral pledged to secure deposits of the City shall be held by an independent financial institution outside the holding company of the depository in accordance with a written safekeeping agreement under the terms of FIRREA. The safekeeping agreement shall clearly define the procedural steps for gaining access to the collateral should the City determine that the City's funds are in jeopardy. The safekeeping institution, shall be the Federal Reserve Bank or an institution not affiliated with the firm pledging the collateral.

B. Repurchase Agreements Owned Collateral

Collateral under a repurchase agreement is owned by the City. It will be held by an independent third party safekeeping agent approved by the City under an executed Bond Market Association Master Repurchase Agreement. Collateral with a market value totaling 102% of the principal and accrued interest is required and the counter-party is responsible for the monitoring and maintaining of collateral and margins at all times.

C. Authorized Collateral Defined

The City of Bastrop shall accept only the following securities as collateral:

1. FDIC insurance coverage.
2. Obligations of the US Government, its agencies and instrumentalities including mortgage-backed securities and CMO which pass the bank test.
3. Obligations, the principal and interest on which, are unconditionally guaranteed or insured by the State of Texas.
4. Securities from any US state and its subdivisions rated as A or better by two national recognized rating agencies.

D. Subject to Audit

All collateral shall be subject to inspection and audit by the Chief Financial Officer or the City's independent auditors.

XI. INTERNAL CONTROLS

The Chief Financial Officer is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the entity are protected from loss, theft or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of a control should not exceed the benefits likely to be derived; and (2) the valuation of costs and benefits requires estimates and judgments by management. Accordingly, the Chief Financial Officer shall establish a process for an annual independent review by an external auditor to assure compliance with policies and procedures. The internal controls shall address the following points:

- ✓ Control of collusion.
- ✓ Separation of transaction authority from accounting and record keeping.
- ✓ Custodial safekeeping.
- ✓ Clear delegation of authority to subordinate staff members.
- ✓ Written confirmation for telephone (voice) transactions for investments and wire transfers.

Annually the Investment Officer shall perform an internal compliance audit to assure compliance with requirements of this Policy and the Act. Annually, the City's external auditor shall review the quarterly reports.

A. Cash Flow Forecasting

Cash flow forecasting is designed to protect and sustain cash flow requirements of the City. The Investment Officer will analyze and maintain a cash flow plan to monitor and forecast cash positions for investment purposes.

B. Delivery vs. Payment Security Settlement

All securities shall be settled into City safekeeping using the delivery vs. payment method. That is, payments shall not be made until the correct security was received by the safekeeping agent. The security shall be held on behalf of the City. The Trustee's records shall assure the notation of the City's ownership of or explicit claim on the securities. The original copy of all safekeeping receipts shall be delivered to the City by the safekeeping agent.

C. Loss of Credit Rating

The investment officer shall monitor, on no less than a monthly basis, the credit rating on all authorized investments in the portfolio requiring ratings based upon independent information from a nationally recognized rating agency. If any security falls below the minimum rating required by Policy, the Investment Officer shall notify the City Manager of the loss of rating, conditions affecting the rating and possible loss of principal with liquidation options available.

D. Monitoring FDIC Coverage

The Investment Officer shall monitor, on no less than a weekly basis, the status and ownership of all banks issuing brokered CDs owned by the City based upon information from the FDIC. If any bank has been acquired or merged with another bank in which brokered CDs are owned, the investment officer shall immediately liquidate any brokered CD which places the City above the FDIC insurance level.

XII. INVESTMENT POLICY ADOPTION

The City of Bastrop investment policy shall be reviewed and adopted by resolution of the City Council on at least an annual basis. Any changes made to the policy shall be reflected in the adopting resolution.

Adopted: ~~9/11/18~~

Deleted: 9/26/2017

XIII. GLOSSARY OF TREASURY TERMS

Agencies: Federal agency securities.

Asked: The price at which securities are offered to be sold to the City.

Bid: The price at which the City would sell its securities.

Broker: A broker brings buyers and sellers together for a commission paid by the initiator of the transaction or by both sides; he does not position.

Certificate of Deposit (CD): A time deposit with a specific maturity evidenced by a certificate. Large-denomination CD's are typically negotiable.

Collateral: Securities, evidence of deposit or other property, which a borrower pledges to secure repayment of a loan. Also refers to securities pledged by a bank to secure deposits of public monies and used to define the securities bought and sold under a repurchase agreement signifying ownership by the City.

Comprehensive Annual Financial Report (CAFR): The official annual report for the City of Bastrop. It includes five combined statements and basic financial statements for each individual fund and account group prepared in conformity with GAAP. It also includes supporting schedules necessary to demonstrate compliance with finance-related legal and contractual provisions, extensive introductory material, and detailed statistical section.

Coupon: (a) The annual rate interest that a bonds' issuer promises to pay the bondholder on the bond's face value. (b) A certificate attached to bond evidencing interest due on a payment date.

Dealer: A dealer, as opposed to a broker, carries an inventory of securities and may act as a principal in all transactions, buying and selling for his own account.

Debenture: A bond secured only by the general credit of the issuer.

Delivery versus Payment (DVP): Delivery versus payment means delivery of securities with a simultaneous exchange of money for the securities. It guarantees that the City always has control of its security or its fund.

Discount: The difference between the cost price of security and its value at maturity when quoted at lower than face value. A security selling below original offering price shortly after sale also is considered to be at a discount.

Discount Securities: Non-interest bearing money market instruments that are issued at a discount and redeemed at maturity for full face value, for example: U.S. Treasury bills.

Diversification: Dividing investment funds among a variety of securities offering independent returns.

Federal Credit Agencies: Agencies of the Federal government set up to supply credit to various classes of institutions and individuals, for example: S&L's, small business firms, students, farmers, farm cooperatives, and exporters.

Federal Deposit Insurance Corporation (FDIC): A federal agency that insures bank deposits, currently up to \$250,000 per depositor.

Federal Funds Rate (the "Fed Rate"): The rate of interest at which Federal funds are traded. This rate is currently pegged by the Federal Reserve through open-market operations.

Federal Home Loan Banks (FHLB): The institutions that regulate and lend to savings and loan associations. The Federal Home Loan Banks play a role analogous to that played by the Federal Reserve Banks in relation to member commercial banks.

Federal National Mortgage Association (FNMA or Fannie Mae): FNMA, like GNMA, was chartered under the Federal National Mortgage Association Act in 1938. FNMA is a federal corporation working under the auspices of the Department of Housing and Urban Development, H.U.D. It is the largest single provider of residential mortgage funds in the United States. Fannie Mae is a private stockholder-owned corporation. The corporation's purchases include a variety of adjustable mortgages and secondary loans in addition to fixed-rate mortgages. FNMA's securities are highly liquid and widely accepted. FNMA assumes and guarantees that all security holders will receive timely payment of principal and interest.

Federal Open Market Committee (FOMC): Consists of seven members of the Federal Reserve Board and five of the twelve Federal Reserve Bank Presidents. The president of the New York Federal Reserve Bank is a permanent member while the other presidents serve on a rotating basis. The Committee periodically meets to set Federal Reserve guidelines regarding purchases and sales of government securities in the open-market as a means of influencing the volume of bank credit and money.

Federal Reserve System: The central bank of the United States created by Congress and consisting of a seven member Board of Governors in Washington, D.C., twelve (12) regional banks, and about 5,700 commercial banks that are members of the system.

Liquidity: A liquid asset is one that can be converted easily and rapidly into cash without a substantial loss of value. In the money market, a security is said to be liquid if the spread between bid and asked prices is narrow and reasonable quantities can be purchased at those quotes.

Local Government Investment Pool (LGIP): A local cooperative of a political subdivisions allowing for joint investment and reinvestment of assets.

Market Value: The price at which a security is trading and could presumably be purchased or sold.

Master Repurchase Agreement: A simultaneous buy-sell transaction used primarily for short term investing performed only under a Bond Market Association Master Repurchase Agreement. The master agreement defines the transaction, identifies the relationship between the parties, establishes practices regarding ownership and custody of the securities during the term of the investment, provides remedies in the case of default, and clarifies ownership.

Maturity: The date on which the principal or stated value of an investment becomes due and payable.

Money Market: The market in which short-term debt instruments (bills, commercial paper, bankers' acceptances, etc.) are issued and traded.

Open Market Operations: Purchases and sales of government and certain other securities in the open market by the New York Federal Reserve Bank as directed by the FOMC in order to influence the volume of money and credit in the economy. Purchases inject reserves into the bank system and stimulate growth of money and credit; sales have the opposite effect. Open market operations are the Federal Reserve's most important and most flexible monetary policy tool.

Portfolio: Collection of securities held by an investor.

Primary Dealer: A primary dealer is designated by the NY Fed with strong restrictions which submits daily reports of market activity and positions and monthly financial statements to the Federal Reserve Bank of New York and is subject to its formal oversight. The list of current primaries is found on the www.nyfed.gov.

Prudent Person Rule: An investment standard. Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

Rate of Return: The rate obtainable on a portfolio or security based on its purchase price or its current market price. A rate of return portfolio is based on and traded to parallel an index and indicates active trading of the portfolio.

Repurchase Agreement (RP or REPO): A buy-sell transaction in which a holder of securities sells these securities to an investor with an agreement to repurchase them at a fixed price on a fixed date. The security "buyer" in effect lends the "seller" money for the period of the agreement, and the terms of the agreement are structured to compensate him for this. Dealers use RP extensively to finance their positions. Exception: When the Fed is said to be doing RP, it is lending money increasing bank reserves.

Safekeeping: A service to customers rendered by banks for a fee whereby securities and valuables of all types and descriptions are held in the bank's vaults for protection.

SEC Rule 15C3-1: See uniform net capital rule.

Secondary Market: A market made for the purchase and sale of outstanding issues following the initial distribution.

Securities & Exchange Commission (SEC): Agency created by Congress to protect investors in securities transactions by administering securities legislation.

Treasury Bills (T Bills): A non-interest bearing discount security issued by the U.S. Treasury to finance the national debt. Most bills are issued to mature in three months, six months or one year.

Treasury Bond: The longest U.S. Treasury securities being auctioned at the time – usually 30-year maturity.

Treasury Notes: Intermediate-term, coupon-bearing U.S. Treasury securities having initial maturities from two to ten years.

Investment Policy

Uniform Net Capital Rule: Securities and Exchange Commission requirement that member firms as well as nonmember broker-dealers in securities maintain a maximum ratio of indebtedness to liquid capital of 15 to 1; also called *net capital rule* and *net capital ratio*. Indebtedness covers all money owed to a firm, including margin loans and commitments to purchase securities, one reason new public issues are spread among members of underwriting syndicates. Liquid capital includes cash and assets easily converted into cash.

Yield: The rate of annual income return on an investment, expressed as a percentage. (a) Income Yield is obtained by dividing the current dollar income by the current market price of the security. (b) Net Yield or Yield to Maturity is the current income yield minus any premium above par.

EXHIBIT B

Eligible Broker/Dealer List
September 11, 2018

BROKER
Financial Northeastern Companies
Multi-Securities, Inc.



STAFF REPORT

MEETING DATE: September 11, 2018

AGENDA ITEM: 9M

TITLE:

Hold public hearing and consider action to approve the first reading of Ordinance No. 2018-23 of the City Council of the City of Bastrop, Texas adopting a budget for the Fiscal Year 2018-2019 (October 1, 2018 through September 30, 2019) attached as Exhibit A; providing that expenditures for said Fiscal Year be made in accordance with said budget; providing a severability clause; establishing an effective date; and move to include on the September 25, 2018 agenda for a second reading.

STAFF REPRESENTATIVE:

Tracy Waldron, Chief Financial Officer

BACKGROUND/HISTORY:

The City Council held a Budget Workshop on June 19, 2018 to discuss budget challenges and needs of the community.

The City Manager presented the proposed budget for FY2018-2019 on August 20, 2018. The City Council held a Budget Workshop on August 20, 2018 and August 21, 2018 to go over the budget in more detail and answer any questions from Council.

POLICY EXPLANATION:

Section 6.05 of the City Charter states: "After public hearing, the Council shall analyze the budget, making any additions or deletions considered appropriate, and shall, at least three (3) days prior to the beginning of the fiscal year, adopt the budget by a favorable vote.

Since the Charter requires two readings for an Ordinance to be effective, the second reading of this Ordinance adopting the budget for FY 2018-2019 will be on September 25, 2018 at the regular scheduled Council meeting.

FUNDING SOURCE:

N/A

RECOMMENDATION:

Consider action to approve the first reading of Ordinance No. 2018-23 of the City Council of the City of Bastrop, Texas adopting a budget for the Fiscal Year 2018-2019 (October 1, 2018 through September 30, 2019); providing that expenditures for said Fiscal Year be made in accordance with said budget; providing a severability clause; establishing an effective date; and move to include on the September 25, 2018 agenda for a second reading.

ATTACHMENTS:

- Ordinance No. 2018-23
- Exhibit A – Annual Proposed Operating Budget for FY2018-2019

ORDINANCE NO. 2018-23

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, ADOPTING A BUDGET FOR THE FISCAL YEAR 2018-2019 (OCTOBER 1, 2018 THROUGH SEPTEMBER 30, 2019), ATTACHED AS EXHIBIT A; PROVIDING THAT EXPENDITURES FOR SAID FISCAL YEAR BE MADE IN ACCORDANCE WITH SAID BUDGET; PROVIDING A SEVERABILITY CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE

WHEREAS, the City Manager and staff have prepared and filed with the City Secretary a proposed budget for the operation of the City during Fiscal Year 2018-2019; and

WHEREAS, the City Manager of the City of Bastrop has submitted to the Mayor and Council a proposed budget of the revenues and expenditures/expenses of conducting the affairs of said City and providing a complete financial plan for Fiscal Year beginning October 1, 2018 and ending September 30, 2019; and

WHEREAS, the City Council on September 11, 2018 conducted a public hearing to receive input from citizens of the City concerning the content of the budget, and for which notices were duly posted in the *Bastrop Advertiser*; and

WHEREAS, the City has acknowledged that this budget will raise more total property taxes than last year's budget by \$247,517 or 4.8%, and of that amount \$127,981 is tax revenue to be raised from new property added to the tax roll this year; and

WHEREAS, the City Council having considered the proposed budget and minor changes, at length, and having provided input in its preparation, has determined that the proposed budget and the revenues and expenditures contained therein are in the best interest of the City and, therefore, the Council desires to approve and adopt the budget by formal action.

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

Section 1: The proposed budget for the fiscal year beginning October 1, 2018 and ending September 30, 2019, as submitted to the City Council by the City Manager, which budget is attached hereto as Exhibit "A," for all purposes is hereby approved and adopted as the City's budget of all revenue and expenditures/expenses of the City of Bastrop, Texas for Fiscal Year 2018-2019; and

Section 2: The sum of forty-five million, six hundred seventy-eight thousand and five hundred seventy-four U.S. Dollars (\$45,678,574) is hereby appropriated for the City's FY2018-2019 Budget. Further, these funds are for payment of operating, capital, and debt service expenses associated with the operation and administration of the City, according to the various purposes and intents described in the FY 2018-2019 budget document.

Section 3: Should any paragraph, sentence, subdivision, clause, phrase or section of this Ordinance be adjudged or held to be unconstitutional, illegal, or invalid, the same shall not affect the validity of this Ordinance, as a whole, or any part or provision thereof, other than the part or parts adjudged to be invalid, illegal, or unconstitutional.

Section 4: This Ordinance shall be in full force and effect from and after its adoption by the City Council, pursuant to applicable State and local laws and the City Charter.

Section 5: All other ordinances and Code provisions that are in conflict herewith are hereby repealed, but only to the extent of any such conflict or inconsistency.

Section 6: The City Council of the City of Bastrop, Texas met in a public meeting on September 25, 2018, and adopted this ordinance with a majority vote as follows:

Mayor Pro Tem Lyle Nelson	YEA	___	NAY	___	ABSTAIN	___	ABSENT	___
Council Member Bill Peterson	YEA	___	NAY	___	ABSTAIN	___	ABSENT	___
Council Member Drusilla Rogers	YEA	___	NAY	___	ABSTAIN	___	ABSENT	___
Council Member Bill Ennis	YEA	___	NAY	___	ABSTAIN	___	ABSENT	___
Council Member Deborah Jones	YEA	___	NAY	___	ABSTAIN	___	ABSENT	___

READ and APPROVED on First Reading on the 11th day of September 2018.

READ and ADOPTED on Second Reading on the 25th day of September 2018.

APPROVED:

Connie B. Schroeder, Mayor

ATTEST:

Ann Franklin, City Secretary

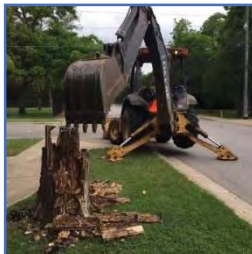
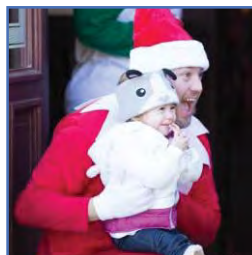
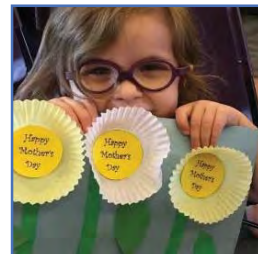
APPROVED AS TO FORM:

Alan Bojorquez, City Attorney



FY 2018 -19 Budget

Proposed



CITY OF BASTROP, TEXAS

Annual Proposed Operating Budget Fiscal Year 2018-2019

City Council Record Vote

The members of the governing body voted on the adoption of the budget as follows:

William Ennis-
Deborah Jones-
Lyle Nelson, Mayor Pro-Tem-
Willie Peterson-
Drusilla Rogers

“This budget will raise more revenue from property taxes than last year’s budget by an amount of \$247,517, which is a 4.8% increase from last year’s budget. The property tax revenue to be raised from new property added to the tax roll this year is \$127,981”.

TAX RATE					
Fiscal Year	Property Tax Rate	Effective Tax Rate	Effective M&O Tax Rate	Rollback Tax Rate	Debt Rate
2018-2019	0.5640	0.5534	0.3575	0.5809	0.1949
2017-2018	0.5640	0.5383	0.3643	0.5733	0.1997

The total amount of municipal debt obligation secured by property taxes for the City of Bastrop is \$46,582,212.



Morning Mist on the Colorado River



Introduction

Introduction

- Mission Statement 4
- City Council 5
- Executive Team 6
- Table of Contents..... 7
- User's Guide to the Budget 9



BASTROPTX
Heart of the Lost Pines
Est. 1832

This page is intentionally left blank.



“

The mission of the City of Bastrop is to continuously strive to provide innovative and proactive services that enhance our authentic way of life to achieve our vision.

”



Mission Statement

City Council

The City of Bastrop is governed by a Council-Manager form of government in which the Council establishes City policy through ordinances and resolutions and the City Manager carries out City policy and is responsible for City operations. The Bastrop City Council consists of the Mayor and five Council members. The Mayor and Council are elected at-large, which means they represent the entire City and that all registered voters may vote for all six places.



Mayor
Connie Schroeder

Council Member – Place 2
Drusilla Rogers



Council Member – Place 1
Bill Peterson



Mayor Pro Tem – Place 3
Lyle Nelson



Council Member – Place 4
Bill Ennis



Council Member – Place 5
Deborah Jones



Executive Team



Lynda Humble
City Manager



James Altgelt
Director of Public Safety &
Police Chief



Tanya Cantrell
Director of Human
Resources



Trey Job
Managing Director of Public
Works & Leisure Services



Sarah O'Brien
Director of Hospitality &
Downtown



Jerry Palady
Director of Engineering &
Development



Tracy Waldron
Chief Financial Officer

Table of Contents



Introduction.....	2	Fire.....	161
Mission Statement.....	4	Municipal Court.....	165
City Council.....	5	Development Services.....	169
Executive Team.....	6	Public Works	173
Table of Contents.....	7	Library.....	181
User’s Guide to the Budget.....	9		
Overview.....	10	Hotel Occupancy Tax Fund.....	185
Transmittal Letter	12	Fund Summary.....	187
Community Profile.....	21	Revenue Summary.....	195
Organization Chart.....	25	Organizational.....	196
		Multi-Media.....	197
		Special Events & Reservations.....	198
		Convention Center.....	199
		Main Street.....	200
		BAIPP.....	201
		Rodeo Arena.....	202
Strategic Vision.....	27	Innovation Fund.....	203
Vision Statement.....	29	Fund Summary.....	205
Comprehensive Plan 2036 Update.....	31	Project Reconciliation.....	207
FY 2018 Accomplishments.....	41		
FY 2019 Work Plan.....	45		
Annual Budget Process.....	49		
Annual Budget Calendar.....	50		
Financial Strategy.....	51	Water/Wastewater Fund.....	211
All Fund Structure.....	53	Fund Summary.....	213
Fund Structure.....	54	Utility System Overview.....	215
Dept. Base Changes – All Funds.....	55	Revenue Summary.....	220
Dept. Enhancements – All Funds.....	83	Administration.....	221
		Distribution & Collections.....	222
		Water Prod./Treatment.....	223
		Treatment Plant.....	224
		CIP.....	225
BP&L Fund.....	95	Capital Projects.....	227
Fund Summary.....	97	CIP Summary.....	229
Revenue Summary.....	101	Drainage.....	231
Expenditure Summary.....	102	Quality of Life.....	235
		Transportation.....	239
		Wastewater.....	245
		Water.....	251
General Fund.....	105	Street Maintenance.....	259
Fund Summary.....	107	Fund Summary.....	261
Revenue Summary.....	120	Year 1 Schedule.....	265
Legislative.....	121	Year 2 Schedule.....	268
Organizational.....	127		
City Manager.....	129		
City Secretary.....	133		
Finance.....	137		
Human Resources.....	141		
Information Technology.....	145		
Film & Broadcasting.....	149		
Police.....	153		

Debt.....271
 Bond & Debt Summary.....273
 2018 Comb. Series.....276
 General Fund – Debt Service.....277
 W/WW Debt Service.....278
 2013 Comb. Bond.....279
 2014 C.O. Series.....280
 Debt Schedules.....281

Other Funds.....289
 Bastrop EDC.....291
 Designated Fund #102.....293
 Fairview Cemetery #525.....294
 Fairview Cemetery #526.....295
 Grant Fund #801.....296
 Hunters Crossing PID.....297
 Impact Fee Fund.....298
 Library Board Fund #505.....299
 Park/Trail Land Ded. Fund #520.....300
 VERF.....301

Reference.....303
 Annual Budget Adoption Ordinance.....305
 Annual Tax Rate Ordinance.....306
 Boards & Commissions.....307
 Detailed Employee Listing.....309
 Financial Policies.....313
 Operating Reserves.....323
 Utility Rates.....325

Statistical Data.....327
 Data Summary.....329

Acronyms/Glossary.....333
 Commonly Used Acronyms.....335
 Glossary.....337

USERS GUIDE TO THE BUDGET



The primary purpose of the budget document is to develop both the operating and capital improvement plans in accordance with the policies of the City of Bastrop. By adopting this budget, the City Council establishes the level of services to be provided, the amount of taxes and utility rates to be charged, and various programs and activities to be undertaken.

The **OVERVIEW** section includes the City Manager's transmittal letter to the Mayor and City Council highlighting significant changes in the adopted budget. It also provides the reader with a synopsis of the Adopted Budget, including information on expenditures and revenues, major program changes, and a schedule of staffing levels detailing changes in the City's authorized positions. This section also includes an in-depth Community Profile.

The **STRATEGIC VISION** section gives an overview of the City's long-range strategic plan by providing an overview of Comprehensive Plan accomplishments, FY 2018 Achievements, and the Organizational FY 2019 Workplan as well as our Budget calendar.

The **FINANCIAL SUMMARY** section includes information about organizational structure as well as financial information as it relates to the functional divisions and departments of our city. It also provides revenue and expense information in both summary and detail format.

The City's budgeted governmental funds include the **GENERAL FUND**, which accounts for all financial resources except those required to be accounted for in another fund, and includes basic governmental services such as Police, Fire, and Parks functions.

Funds such as **BP&L, HOTEL OCCUPANCY TAX, INNOVATION FUND, STREET MAINTENANCE FUND,**

WATER/WASTEWATER FUND AND OTHER FUNDS are specific revenue funds and/or proprietary funds. Each fund provides details on its purpose, and provides a brief summary highlighting the FY 2019 priorities.

The **CAPITAL PROJECTS** section provides information about the upcoming capital improvement program (CIP), including five year capital improvement plans for all utility and general capital improvements.

The **DEBT** section provides summary schedules for each of the City's bond types, such as tax supported and self-supporting certificates of obligation, and utility revenue bonds. The City's debt management policy and an overall outstanding debt summary are also included.

The **STATISTICAL** section includes various miscellaneous data, as well as, graphs illustrating the historical property tax revenue and related information.

The **REFERENCE** section includes the City's Fiscal and Budgetary Policy, which guides not only the development of the City's annual budget, but also much of the City's financial operations. This policy is updated annually as part of the budget process. This section also includes utility rate schedules and copies of the ordinances adopting both the budget and tax rate. Finally, this section includes the detailed listing of authorized full-time equivalent positions.

An **ACRONYMS/GLOSSARY** section is included to provide definitions of budget terminology along with a listing of acronyms used throughout the budget.



Overview

Overview

Transmittal Letter	12
Community Profile	21
Organization Chart	25




BASTROPTX
Heart of the Lost Pines
Est. 1832

This page is intentionally left blank.

Memorandum



TO: Honorable Mayor & Council Members
FROM: Lynda K. Humble, City Manager 
DATE: September 11, 2018
RE: UPDATED - Proposed FY 2019 & Planning FY 2020 Budget

I am pleased to provide the Proposed FY 2019 budget and Capital Improvement Program for your consideration. Having held three (3) discussions on this budget since August 20th, all of your requested changes are reflected in this document.

To provide perspective, municipal budgets really are not about the numbers, even though most pages contain nothing but numbers. This budget is the single most important policy decision you will make all year. This document serves as the conduit for funding required for all programs, services, and projects to be delivered in FY 2019 by the City of Bastrop, whether it is through personnel, equipment, professional services, or community support.

FY 2018 Year in Review

I want to highlight some of the accomplishments of FY 2018. What a great year FY 2018 has been for the City of Bastrop! There has been significant progress in the City, both in the community and operationally within the City organization.

Transportation, Infrastructure, and Utilities

Completion of SH 71 & SH 95 Overpass was completed this year, which has had a very positive impact on traffic movement through Bastrop. Its completion is a positive first -step in helping to manage traffic congestion over the next few years, as TxDOT continues improvements on SH 71 including the construction of new main lanes and new service roads across the Colorado River.

Construction of Agnes Road Extension has started between SH 304 at Home Depot Way to the end of the Seton property. BEDC has funded this \$1.2 million extension, which is anticipated to be complete by early 2019. This construction is already having a positive impact on development beyond the Seton Hospital project.

16" Water Line across the Colorado River is 95% complete. This water line is a critical connection to connect all three (3) waters zones in the City's water utility system.

Childers Rehabilitation Project was completed by Public Works. Staff completed drainage work in

addition to rehabilitating the road surface. This project was completed in early August.

Gills Branch Clean-Up is now routinely cleaned up in the Spring in preparation of the Spring and Fall rainy seasons



Picture: SH 71/95 Interchange under construction

Parks Infrastructure & Facilities

Construction began on Delgado Park – Phase 1.

Phase I of the park includes a playscape, a shade structure, lighting, a restroom, and a parking lot. The parking lot is anticipated to start construction in early September and be completed by fiscal year-end.

Downtown Trail Expansion and **State Park Trail** are both currently under design. Downtown Trail Expansion will create a loop around the Colorado River and is completely funded. The State Park Trail will create a 1.0-mile trail connecting Bastrop State Park to Chestnut at SH 95.

Bastrop Activity Center - Emergency Management Shelter was constructed at 1209 Linden Street with a \$1,590,000 grant. This shelter will provide shelter for 50 people during an emergency. When the shelter is not in operation, the Bastrop Senior Center will operate in this facility and will help in operating the shelter, when activated.

Economic and Community Development

The City of Bastrop experienced a 5.3% increase in net taxable value in FY 2019 over FY 2018. There are numerous projects that were completed and/or started construction in FY 2018 that will continue this level of growth for several more years. The City issued 135 new construction permits in FY 2018. Of those permits, 56% were residential and 44% were new construction.

Seton Hospital has started construction on a 40,000 square foot medical facility that will include an emergency room, imaging services, at least eight (8) in-patient beds, 12 treatment rooms and medical office space that will offer patients primary and specialty care services. This project also includes \$900,000 in public infrastructure including the installation of a public lift station, wastewater improvements, and potable water improvements.

FY 2018 Operational Review

At this year's Cabinet Retreat, we spent time visiting the recent past, reflecting on where we are today, and planning for tomorrow. We all agreed that we have had a **TREMENDOUS** year! We believe we have created a "Culture of Achievement." To put this statement into context, there are 135.6 employees that take care of City operations on a daily basis, then complete work plan items, AND address the "unknown" items/issues that come our way daily that you cannot anticipate.



Picture: Delgado Park under construction

Christmas Lighting on Main Street was nothing short of SPECTACULAR this year! Mother Nature cooperated a blessed us with an extremely short snow event that only added to its beauty!

The Preserve at Hunters Crossing will construct 140 units of workforce housing and **The Villages at Hunter Crossing** will construct 182 units. Both multi-family developments will be completed in 2019.

Pecan Park Development continues to develop new sections for addition home construction. Residential Homes are being built by David Weekly Homes, Scott Felder Homes, and Pacesetter Homes. **Piney Creek Bend** is a 244-lot development by KB Homes. Phase 1 is currently under construction. New home construction should start in 2019.

Burger King, Denny's, Harbor Freight, and CiCi's Pizza are national chain stores that opened facilities in Bastrop. There were numerous small business entrepreneurs that opened their businesses in Bastrop this year.

City Manager's Budget Message

To punctuate their achievements in FY 2018, outlined below is a short summary, not intended to be all inclusive, but to provide some perspective on the diversity of items handled on a daily basis:

Short Summary of FY 2018 Daily Workload Indicators		
Toilets continued to flow	Processed 378 job applications.	Sold 69 cemetery plots.
Water continued to run	Conducted 35 interviews.	Filed 45 cemetery plot deeds.
Process 1,043 Cases (CID)	Posted 43 Council Agendas.	Performed 114 bank reconciliations.
Investigated 773 accidents. (Police)	Televised 41 Council Meetings plus BEDC and P&Z meetings.	Processed 6 projects with FEMA for Hurricane Harvey.
Answered 543 animal control calls.	Prepared staff reports and presentations for 100+ resolutions and 18+ ordinances.	Processed 552 journal entries.
Answered 669 code enforcement calls	Opened 1,194 new utility accounts.	Processed 42,393 payments, of which 26,514 were by hand.
Responded to 5,487 dispatched calls for service. (Police)	Created 2,089 utility work orders	Issued 916 permits totaling \$507,000 in revenue.
Initiated 4,175 self-initiated calls for service. (Police)	Filed 13 insurance claims.	Worked over 2,150 hours of permitted and non-permitted special events.
Received 142 pounds of drugs in the Drug Take-Back program.	Prepared 20 financial reports.	Cleaned 11 facilities, 115,000 sq.ft., on a routine basis.
Conducted 1,359 hours in emergency management training organization-wide.	Processed 100 new vendors.	Answered countless emails.
Responded to 414 Fire calls.	Processed 3,348 payments.	Answered countless telephone calls.
Circulated 145,827 Library items.	Welcomed 115,461 visitors to Library.	Served 14,349 attendees at library programs and activities.
Processed 964 I.T. Help Desk Tickets.	Processed 26 payrolls with average of 162 employees each.	Assisted countless citizens and visitors.
Held May Election.	Held quarterly meetings with employees.	Received less than 25 Workers Compensation claims with less than 5 loss time claims.
Hosted 12 Farm Street Opry's.	Hosted Red White & You Dance	Processed 1800 IVR payments in utility billing.

The City Council adopted nine (9) focus areas to provide structure around how organizational resources should be allocated to achieve their Vision. A Five (5) Year Operational Workplan was created in September 2017 and built around these nine (9) areas. This FY2018 – FY 2022 Work Plan contains 186 items, of which 113 items or 61% were placed in FY 2018.

In FY 2018, 65 items were completed, 33 items are in progress, and 20 received no action. There were five (5) items moved up from future years. So, of the 61% or 113 items included in the FY 2018 work plan, 87% of these items were completed or in-progress.

I said during the presentation introducing the work plan to Council that all work plan objectives are never completed, but provide an operational plan for organizational focus. With this perspective, once the organization completes the daily workload, we use excess capacity and after-business hours to work on the Organization's Work Plan.

Outlined below is a summary highlighting many of the **OUTSTANDING** FY 2018 Work Plan accomplishments, which underscores the strong partnership between policy and operations. Here is a short-summary of the FY 2018 anticipated work plan accomplishments:

Short Summary of FY 2018 Organization's Work Plan Accomplishments

Updated Council's Rules of Procedures	Conducted New Council Candidate Orientation.	Updated On-Call/Call Back Policy.
Hosted 1 st Annual Boards & Commissions Volunteer Appreciation Banquet	Updated Boards & Commission Application & Appointment Process.	Updated 25 job descriptions.
Hosted 1 st Annual Boards, Commission, Volunteer Fair.	Received unmodified audit with no findings.	Implemented NeoGov Software.
Completed PIO Certification (Tanya Cantrell & Sarah O'Brien)	Hired full-time Systems Administrator.	Implemented Tyler Technologies RMS/CAD & Municipal Court software.
Upgraded all server operating systems from 2008 to 2016.	Added video storage to Police Department doubling capacity.	Relocated 93+ Chickens and Roosters.
Hosted Teen & Junior Police Academies.	Participated in National Night Out.	Built and opened Emergency Shelter.
Moved Seniors into Shelter facility.	Received grant for 200 smoke detectors for Seniors.	Received grant for fire alarms for hearing impaired.
Hired new City Attorney.	Hired new Associate Judges.	Prepared RFQ for Professional Services, received 49 submittals, interviewed 12 firms, and hiring firms by projects.
Hired new City Prosecutor.	Updated Historic Landmark Ordinance.	Updated Alcohol Beverage Ordinance.
Drafted new Subdivision Ordinance.	Installed new street signage.	Completed RFP for concrete work to start sidewalk program.
Reconstructed Childers Drive.	Completed design of Skate Park.	Completed Delgado Park, Phase 1 (by 9/30).
Developed Year 1 & 2 of Street Maintenance Program.	Completed quarterly street striping program.	Worked as volunteers at the County Household Hazardous Waste event.
Conducted ground-truthing at the Cemetery.	Revised catastrophic sick leave policy.	Completed Pavement Condition Index Study.
Hosted Council and P&Z Commission Infrastructure Tour.	Conducted RFQ process for new Financial Advisors.	Started Records Management program.
Maintained Main Street Accreditation.	Conducted CIP Survey.	Conducted smoke testing for Inflow & Infiltration.
Conducting Cultural Arts Master Plan.	Began Coding Downtown DNA for FY 2019 code revisions.	Approved Adopt-a-Street Program – now 12 participants.
Hired Christmas Lights installation.	Completed Shiloh Bridge (Thanks to Mel Hamner).	Negotiated Partnership Agreement with Aqua Water Supply Corp.
Conducted operational assessment of Willow Water Plant.	Conducted operational assessment of Bob Bryant Park Water Plant.	Conducted operational assessment of WWTP #1 & #2.
Developed Capital Improvement Program for drainage.	Developed Capital Improvement Program for Quality of Life projects.	Developed Capital Improvement Program for transportation projects.
Developed Capital Improvement Program for Water system.	Developed Capital Improvement Program for Wastewater system.	Prepared Certificate of Obligation Sale of \$4.7 million.
Completed drilling of Well J.	Purchasing Water Rights from XS Ranch post-bankruptcy.	Conducted PID Strategic Audit and subsequent clean-up.
Revised FY 2019 Budget Document.	Conducted Joint Meetings with Boards & Commissions.	Streamed all Council, BEDC, and P&Z Commission meetings.

Once the organization completes the daily workload and uses excess capacity and after-business hours to work on the Organization's Work Plan, we then address the "unknown" items/issues that come our way daily that you cannot anticipate. A short-summary of the more significant unplanned items include:

- **Small Business Revolution, where we placed 2nd in this national competition.** Social Media reach at the end of voting was 3.7 million, of which 1.6 million Social Media reach was achieved the week of voting. There were 47 videos produced, countless Social Media posts, 54 news stories written that generated

over 14.7 million impressions valued at \$250,000, created a specific website, held weekly meetings with influencers, and did lots of preaching!

- **Opened the Emergency Operations Center for Hurricane Harvey, manned 24 hours a day for 3 days,** and are still addressing FEMA grants for projects. While the City did not experience city-wide flooding, there was damage to drainage and trail infrastructure. An after-action evaluation identified numerous deficiencies, either from lack of training or processes, that staff has actively worked to resolve during FY 2018.
- **Moratorium on development permits and approved an emergency drainage ordinance.** On August 14, City Council approved a temporary moratorium on development permits within the City for the next 90 days and emergency drainage ordinance. Staff is working through questions, revising internal processes, and processing applications for exemptions, exceptions, sand waivers

Culture of Achievement

A “Culture of Achievement” cannot occur without really **FANTASTIC** team members!!! There have been numerous internal promotions this year as well as professional achievements through certifications. And, if all of these accomplishments weren’t enough, **there will be NO health insurance rate increases next year!!!** We added Compass Medical Concierge Services as an employee benefit this year at an annual cost of approximately \$7,600. The purpose of Compass is to help employees get the best prices on medical tests, prescriptions, and have an advocate to address medical billing issues. **Year 1**

participation rate has been about 35% with a savings in health claims of \$100,000, which is a 13:1 return-on-investment!!! Given our size, this savings can be attributed to why there is no health insurance rate increase.

Included in this year’s budget is a 2.5% step increase given on the employee’s anniversary and a 2% cost-of-living increase, which will be implemented on the first payroll this October.

FY 2018 Internal Promotions & Certifications		
Promoted Margaret Silbernagel to Assistant Finance Director.	Promoted Curtis Hancock to Assistant Public Works Director.	Promoted Cody Reynolds to Foreman; Received Class C Water Distribution Certificate.
Promoted Christina Davis to Customer Service Coordinator.	Promoted Colin Guerra to Chief Storyteller and Resident Artist.	Promoted Jennifer Bills to Interim Planning Director.
Promoted Sarah O’Brien to Hospitality & Downtown Director.	Promoted James Altgelt to Director Public Safety/Police Chief.	Promoted Christopher Chavez to Sergeant.
Promoted Clint Nagy to Assistant Police Chief.	Promoted Ryan Preston to Sergeant.	Promoted Vicky Steffanic to Sergeant.
David Juarez received his Class C Water Distribution Certification.	Promoted Darrin Glenn to Detective; Received his Master Peace Officer Certification.	John DuBose received his Master Peace Officer Certification.
Dale Hamilton received his Master Peace Officer Certification.	Promoted Heather Ambrose to Public Works Technician.	Promoted Charles Hastings to Operator.
Sergio Preciado received his Class C Ground Water Certification.	Promoted Jerry Palady to Director of Engineering & Development.	Promoted Andres Rosales to Interim Fire Chief.
Promoted Jesse Migas to Interim Director of Information Technology.		

FY 2019 – “It’s Just Our Future!”

Without a doubt, we are all very proud of the FY 2018 accomplishments. However, we also recognize that we have “maxed-out” the existing capacity of this

organization. There are two (2) ways to achieve additional capacity. First, additional employees are desperately needed as we manage the growth and needs of this community. Second, several processes have been identified that need to be “overhauled” in

City Manager’s Budget Message

order for us to “work smarter, not harder.” We also need to remove the “inconsistencies” that constantly cause customer service dilemmas and lost creditability for staff. We need to work toward a work/life balance to keep burn-out from becoming a morale buster. There is A LOT of work to be completed in the next several years. We are truly “running a marathon, not a sprint.”

The Cabinet and I are also aware of several significant threats in our future, namely the Governor’s 2.5% property tax cap legislation and the

500,000 square foot mixed-used development at SH130 and SH 71. Therefore, every choice we make moving forward has a consequence. If property taxes are capped and sales taxes decline, there will not be significant growth on an annual basis. Therefore, all capital projects need to be built “right”, not “cheap” because these projects need to function as intended for their entire useful life. Oversight of all new development needs to be built to appropriate geographically sensitive codes to ensure long-term financial sustainability.

FY 2019 Operational Work Plan – Operational Focus on “Game Changers”

The FY 2019 Organizational Work Plan, which is provided in the Strategic Vision Section, contains 84 items considered “in-progress” in FY 2018, identified organizational “game changers” that correct manual time-consuming processes, all significant Innovation Fund items budgeted in FY 2019, and all ancillary items associated with the management of the Capital Improvement Program. **There are multiple items included in this workplan that will take several years to complete and will be carried-over in future years.** Identified game changers, are as follows:

- Complete Records Management transition to LaserFiche.
- Revise New Ordinance and Fees for Special Events
- Complete Capital Improvement Projects – Built Right Based on Cost of Life of Asset
- Public Works Purchasing Requirements
- Need data, data, data, data, data.
- Develop a Five-year Financial Forecast for all Revenues and Expenditures.
- Ensuring quality communication to prevent perception of “too much planning – not enough executing.”

FY 2019 – Service Organizations require People

Recognizing that existing capacity can be achieved with additional employees, there are several key areas where additional personnel are being proposed in this budget. Outlined below is a summary of the proposed positions:

- **Two (2) police officers** to increase minimum manning on the night shift.
- **Increase part-time Records Clerk to full-time** to address additional requirements of the Michael Morton Act.
- **Increase part-time hours for a third paid day-time firefighter position** to cover vacation, sick-time, etc.
- **Additional part-time Receptionist/Office Assistant in City Manager’s Office** to greet public and provide clerical assistance. Current Receptionist/Office Assistant is assisting Traci Chavez with Records Management program by scanning documents.
- **Additional Planner for Planning & Zoning.** Records are currently stored in four (4) different locations in a less-than organized manner and staff can spend hours looking for a single

document to answer a specific question. In order to expedite permits, address platting/vacation questions, etc. historical records must be readily available. A Planner is needed to understand the significance of each document and scan/save in an easily retrievable manner.

- **Building Inspector** needed to conduct inspections in-house to improve quality of inspections.
- **Digital Media Manager**, included at the request of Council, will focus on social media messaging and respond to customers.
- **Community/Council Liaison**, included at the request of Council, will manage the City/Council calendar, act as Ombudsman to citizen concerns, and provide additional external communication capacity.
- **Assistant Main Street Director** is included to add much needed “do-er” capacity in the organization to do all the work that generated from all of the meetings.

City Manager’s Budget Message

FY 2019 – Additional Work Plan Items from Proposed Budget

There are several significant initiatives that will be included in FY 2019 Work Plan that are included in the Proposed FY 2019 Budget. A summary of those items includes:



BUILDING BASTROP

HONORING OUR AUTHENTIC PAST.
PLANNING FOR OUR SUSTAINABLE FUTURE.

- **Code Update – Phase 1**, which will include updating Zoning and Sign Ordinances, to be fiscally sustainable and geographically sensitive and in alignment with Comprehensive Plan. Estimated completion

date is March 2019. This is a cornerstone project to Building Bastrop.

- **Code Update - Phase 2**, which will include updating technical criteria manual including construction standards, review and modifications to subdivision ordinance and development process to align with updated development codes (Phase 1) and Comprehensive Plan. Estimated completion date is December 2019. This is a cornerstone project to Building Bastrop.
- **Fiscal Impact Analysis Model** to ensure financial sustainability regarding development. This is a cornerstone project to Building Bastrop.
- **Capital Improvement Projects** – See Below.
- **Street Maintenance Program** – See Below.
- **Skate Park Design** – Phase 1 to be built in Fisherman’s Park.

Certificates of Obligation, Series 2018

On August 28, 2018, the City of Bastrop sold Certificates of Obligation (CO’s), which generated \$4.7 million for capital improvement projects **WITHOUT A TAX RATE INCREASE**. The City’s long-term bond ratings were affirmed at AA by Standard & Poor’s on August 22, 2018. The factors were considered in their rating analysis:

- Strong economy, with access to a broad and diverse metropolitan statistical area (Austin);
- Strong management, with good financial policies and practices;
- Strong budgetary performance;
- Very strong budgetary flexibility, with an available fund balance in FY 2017 of 35% of operating expenditures; and
- Very strong liquidity, with total government available cash at 106.8% of total governmental fund expenditures and 6.5x governmental debt service.

The proceeds from the \$4.7 million bond sale will fund the following projects:

Street Maintenance – Years 1 & 2 for \$1,100,000; Pine Street Drainage Match - \$123,750; Public Works Drainage Match - \$115,500; Jasper/Newton Street Drainage Match - \$223,500; Old Iron Bridge Structural Improvements - \$2,000,000; and Main Street Sidewalk & Street Improvements - \$1,100,000.

Capital Improvement Projects

There are five (5) sections in this year’s CIP. Each section project has its own individual sheet that includes a Project Description/Location, Justification, Picture, Estimated Project Costs, and Funding Sources, which can be found in the Capital Improvement Project Section of this budget.

CIP Category	Total Outstanding Cost
Drainage CIP – 3 Projects	\$1,348,400
Quality of Life CIP – 2 Projects	\$2,273,685
Transportation CIP – 4 Projects	\$5,408,194
Water CIP – 6 Projects	\$14,954,608
Wastewater CIP – 5 Projects	\$39,158,577
TOTAL CIP Outstanding Costs	\$63,143,464

City Manager’s Budget Message

Street Maintenance Program

A Pavement Condition Index Study was completed in January 2018. A multi-year Street Maintenance Program was developed to “Keep the Good Streets Good.” Year 1 and 2 of the Street Maintenance Program was funded through proceeds from the 2018 Combination Revenue Bond/Certificate of Obligations Series. Year 1 of the Street Maintenance Program will be implemented in FY 2019.

In addition, the reconstruction of Main Street from Water Street to Spring Street will occur as a part of the Main Street Rehabilitation Project. Multiple sections of failing streets including parts of Maple, Magnolia, and Locust will be reconstructed as a part of North Main Community Rehabilitation Project

New Budget Format

Submitting the City’s budget for the Distinguished Budget Presentation Award provided an opportunity to change the format of our budget. The new format, intended to be more open and transparent regarding all funds, not just the General Fund, is outlined below:

- **Introduction** – Mission Statement, City Council, Executive Team (Cabinet), Table of Contents.
- **Overview** – Transmittal Letter, Community Profile, and Organizational Chart.
- **Strategic Vision** – Comprehensive Plan Accomplishments, FY 2018 Accomplishments, FY 2019 Workplan.
- **Financial Summary** – Fund Structure, All Fund Summary, Base Change Adjustments, and Program Enhancements – All Funds.
- **BP&L Fund** – Fund Summary, Revenue and Expenditure Summary.
- **General Fund** – Fund Summary, Department Description, Goals/Objections for FY 2019, Recent Accomplishments.
- **Hotel Occupancy Fund** – Similar Format to General Fund.
- **Innovation Fund** – Reconciliation of Projects in FY 2018 and planned in FY 2019.
- **Water/Wastewater Fund** – Utility System Overview, Fund Summary, Department Expenditures
- **Capital Improvement Projects** – Drainage, Quality of Life, Transportation, Water, Wastewater
- **Street Maintenance Fund** – Fund Summary, Year 1 Maintenance Program & Map, Year 2 Maintenance Program & Map.
- **Debt** – Bond & Debt Summary, General Debt Service and Water/Wastewater Debt Service, Debt Schedules.
- **Other Funds** – BEDC, Designated Fund #102, Cemetery, Hunters Crossing PID, Impact Fee, Library Board, Parkland Dedication, and Vehicle Replacement Fund.
- **Reference** – Budget and Tax Rate Ordinances, Boards & Commissions, Detailed Employee Listing, Financial Policies, Operating Reserves, and Utility Rates.
- **Statistical** – Stat summary.
- **Acronyms/Glossary** – Commonly used acronyms and a Glossary of definitions.

Changing budget formats has been a MUCH bigger undertaking than I had anticipated. I truly APPRECIATE Council’s patience as we have worked through the creation of this document. Internal changes have already been put in place to make the creation of the FY 2020 budget a much more streamlined process.

Conclusion

Budgets do not build themselves. I appreciate ALL of the input provided by City Council and our citizens. City Council has invested considerable time this year participating in multiple special budget workshops to understand the needs and related challenges of numerous items funded in this budget. This Council has pledged to make much needed investments in aging infrastructure and implement the goals outlined in Comprehensive Plan 2036. Funding the \$63 million Capital Improvement Program underscores your BOLD commitment to “doing nothing is no longer an option.” In the Strategic Vision Section, there is a summary of actions taken in FY 2018 or planned for FY 2019 by each goal in the Comprehensive Plan. No doubt, the City of Bastrop is committed to this Community’s vision represented by action and follow-through.

I remain extraordinarily proud of the Cabinet and their staff. Beyond the accomplishments achieved in FY 2018, incredible teamwork was displayed by recognizing the organization’s needs during the entire budget process, scrubbing individual line items, and reallocating resources to the “right” things without trepidation. Leading with an “abundant” mindset recognizes that true success is a “team” sport!

As fantastic as FY 2018 has been, FY 2019 will be all that and more! It sounds cliché, but it is truly an exciting time for the City of Bastrop. I am extremely proud of the strong partnership between policy and operations!!

Thanks for your continued mission driven, bold Leadership!

Community Profile



Known as the “Heart of the Lost Pines,” Bastrop, Texas, is a unique community that couples historic small-town charm with big-city amenities and an exceptional quality of life. The City covers approximately 9.4 square miles and is the county seat of Bastrop County. Bastrop is strategically and centrally located on State Highway 71, with convenient access to Austin-Bergstrom International Airport, and within an easy distance of three major metropolitan areas. With Austin just 30 miles to the west, Houston two hours southeast, and San Antonio one-and-a-half hours to the southwest, Bastrop is in an advantageous position for cultural and economic development.

Historic by Nature

Bastrop is among the oldest towns in Texas. Originally the site served as a meeting ground for the Tonkawa and other Southwestern Indians. It also provided a vital Colorado River crossing on the Old San Antonio Road, a major part of the El Camino Real de los Tejas. The area was settled in 1804 and the City was officially established on June 8, 1832. Bastrop founder Stephen F. Austin named the City for his longtime friend and co-worker, the Baron de Bastrop.



Downtown Bastrop represents a unique blending of the old and new. Nestled on the banks of the Colorado River, the historic district is filled with a variety of shops and restaurants. Bastrop has more than 130 registered historic sites and beautifully restored 19th and early 20th century homes. Its picturesque Main Street downtown district bustles with an eclectic mix of retail shops and restaurants. In 2010, the National Trust for Historic Preservation named Bastrop one of its Dozen Distinctive Destinations™. The Bastrop Main Street Program is

a proud participant of the Texas Main Street Program and Main Street America. Bastrop’s Main Street Program celebrated its 10th anniversary in 2017 with a continued vision of preservation, enhancement, and commercial vitality of our historic downtown as a distinctive destination that engages and inspires both residents and visitors.

Embracing the Future

Today, this dynamic city is growing. With a current population of approximately 8,911, Bastrop proudly preserves its historic past while embracing the challenges of modern-day growth and economic needs. The 2010 census showed the City of Bastrop’s population increased 30.93% from the previous census in 2000. It is estimated the City has grown an additional 20.14% since 2010. The projected population for 2021 is 9,345. The City has about 18 square miles under annexation agreements and an additional 154.7 square miles of extraterritorial jurisdiction. Austin was named the Number 1 place to live in 2017 by *the U.S. News and World Report*, which will have a direct impact on the growth that Bastrop will experience throughout the next decade.

There are several major development projects currently underway. Seton Family of Hospitals has started construction on a \$30 million, 40,000 square foot medical facility slated to be completed by spring 2019. This facility will include an emergency room,

imaging services, at least eight (8) inpatient beds, 12 treatment rooms, and medical office space for primary and specialty care services.

Construction has started on several residential and multi-family developments. Pecan Park is a 222-lot residential development offering new residential homes by David Weekly Homes, Scott Felder Homes, and Pacesetter Homes. Piney Creek Bend is a 244-lot development by KB Homes. The Villages at Hunters Crossing, 182 units, and The Preserve at Hunters Crossing, 140 units, are multi-family developments under construction and will open in 2019. New Haven Assisted Living & Memory Care Facility opened in May 2018.

Recreation

Bastrop's tranquil setting amid the natural beauty of Central Texas' Lost Pines region includes extensive Colorado River frontage and abundant recreational opportunities. The Colorado River runs through Bastrop and is perfect for kayaking, canoeing, and fishing. The El Camino Real Paddling Trail is about six miles long and runs from Fisherman's Park to a take-out point near Tahitian Village. Other nearby attractions include three golf courses, two state parks, a nature preserve, Lake Bastrop, and the world-renowned Hyatt Regency Lost Pines Resort, which draws many tourists from all over the world who were previously unaware of this charming little town.

Annually, Bastrop plays host to numerous events, such as the Patriotic Festival, Homecoming & Rodeo, Halloween Festival, Veteran's Day Car Show, Juneteenth Celebration, and Lost Pines Christmas, which features a Wine Swirl, Lighted Parade, River of Lights, and historic home tours. Several events are

hosted on the Colorado River throughout the year, including the Colorado River 100 and the SUP Cup.

Cultural Arts

Bastrop has been recognized as a Texas Cultural Arts District by the Texas Commission on the Arts since 2012. Since that time, Bastrop Art in Public Places (BAIPP) has been instrumental in creating a public art scene that has been mimicked across the country.

The Lost Pines Art Center features several rotating galleries, a sculpture garden, classes, shops, a cafe, and hosts many events throughout the year. Jerry

Fay Wilhelm Center for the Performing Arts Center is owned and operated by the Bastrop Independent School District. This versatile state-of-the-art facility includes a 1500 seat auditorium, 250-seat black box theatre, and a multi-purpose room.

The historic 1889 Bastrop Opera House, known as the Strand Theatre during World War II, offers stage performances of vaudeville,

melodramas, musicals, and comedies year-round. They also host classes in acting, theatre, musical theatre, and improv for both children and adults.

On the first Friday of each month, the First Friday Art Walk is held in downtown Bastrop. Businesses have wine and snacks for visitors, and the Lost Pines Art League presents their featured theme of the month. Live music and entertainment can also be found at various locations.

Employment

As part of a greater metro area of more than 2 million people, Bastrop has experienced tremendous



Community Profile

economic growth and is poised for future growth and development. Major area employers include Bastrop Independent School District, Hyatt Regency Lost Pines Resort, Bastrop County, MD Anderson Cancer Center, Walmart, Bastrop Federal Correction Institute, and H.E.B. Food Stores.

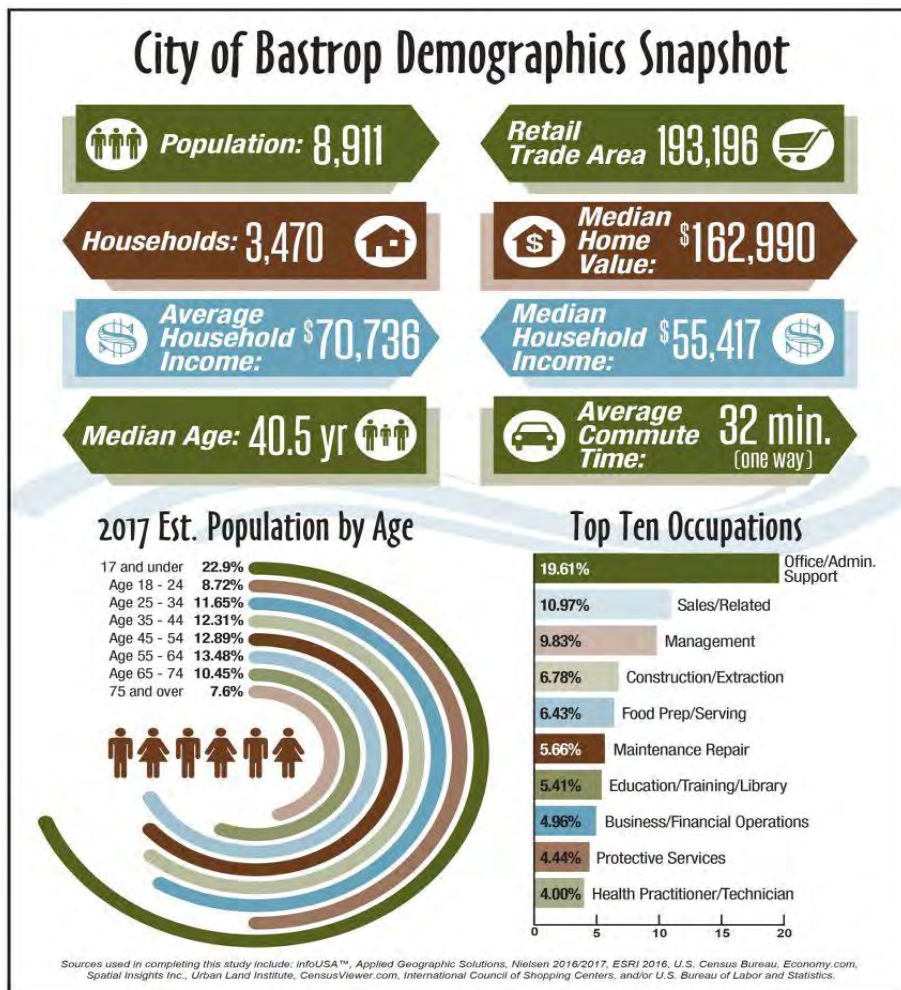
Education

Area students are served by Bastrop Independent School District, which has an enrollment of over 10,000. Bastrop ISD's boundary covers an area of nearly 450 square miles and includes the communities of Bastrop, Cedar Creek, Red Rock, Rockne, Paige, and vast rural areas of Bastrop County. The District's Colorado River Collegiate

Academy was one of only 400 institutions that earned all possible Academic Distinctions in 2016, with other schools in the district earning distinctions in social studies, science, math, and postsecondary readiness.

Calvary Episcopal School is a private school serving children from Pre-K through 6th grade located in Downtown Bastrop.

Six colleges and universities are within an hour's drive of Bastrop: Austin Community College, University of Texas, St. Edward's University, Concordia University, Texas A&M, and Texas State University.





BASTROPTX
Heart of the Lost Pines
Est. 1832

This page is intentionally left blank.

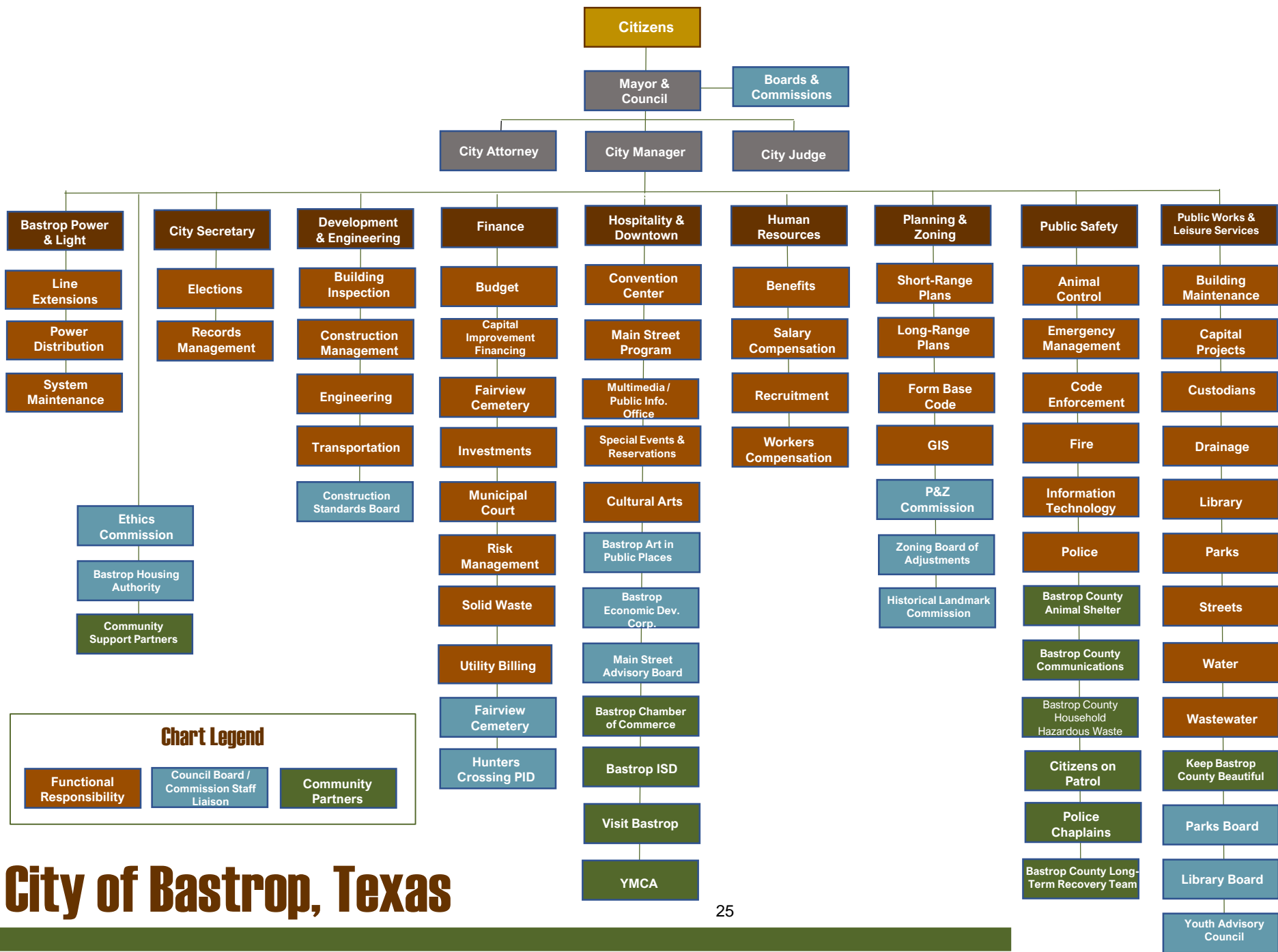


Chart Legend

Functional Responsibility

Council Board / Commission Staff Liaison

Community Partners



BASTROPTX
Heart of the Lost Pines
Est. 1832

This page is intentionally left blank.



Seton Hospital Groundbreaking – May 2018

Strategic Vision

Strategic Vision

Vision Statement.	29
Comprehensive Plan Accomplishments.	31
FY 2018 Achievements.	41
Organization Work Plan – FY 2019.	45
Annual Budget Process	49
Annual Budget Calendar	50



BASTROPTX
Heart of the Lost Pines
Est. 1832

This page is intentionally left blank.



Bastrop – a welcoming community with a compassion for our diversity, a tapestry of people, arts, and structures; preserving our history and character while embracing progress around our unique environment.



Vision Statement



BASTROPTX
Heart of the Lost Pines
Est. 1832

This page is intentionally left blank.

Comprehensive Plan

Goals & Objectives

Bastrop Comprehensive Plan 2036 was adopted in November 2016 and serves as only the second Comprehensive Plan adopted by the City. The first plan, Bastrop Comprehensive Plan 2020, was adopted in 2001. Much had changed in the community during this 15 year period. Therefore, an extensive citizen engagement process was initiated including over 2,545 cumulative survey responses throughout the planning process. The online response to the survey elicited responses from 975 city residents, which is a response rate of nearly 14% of Bastrop’s total population. There is a strong commitment on the part of Bastrop’s current Council to ensure this document serves as a significant cornerstone to the strategic planning initiatives under taken by the organization. This document highlights the adopted goals and any anticipated or completed progress.

Community Growth

Goal 2.1 - Maintain and enable a policy of “measured growth” as represented by the Bastrop Growth Program.



Goal 2.1 Status – In Progress - FY 2020 Completion

City Council has taken the following action to achieve this goal:

- Created an initiative known as “Building Bastrop” to guide responsible development that honors our authentic past and prepares for our sustainable future.
- Established requirement that all codes take a holistic approach to create geographically-sensitive, fiscally sustainable development in the future.
- Implemented a Drainage Moratorium on all development to stop all development that is detrimental to community.
- Hired Simplecity Design (SCD) to update all existing land-use and development related codes and align them to the Comprehensive Plan.
- Protecting Bastrop’s authentic past by “coded the DNA” of Downtown Bastrop to document regulations that work and have proven to be sustainable for more than a century.
- Updating Zoning Ordinance and Sign Ordinance by mid-March 2019.
- Updating all development-related codes by December 31, 2019.
- Funded the development of a Fiscal Impact Analysis model to ensure financial sustainability in FY 2019.
- Updating Interlocal 1445 Agreement with Bastrop County that establishes development standards in City’s ETJ.

Goal 2.2 - Ensure long-term water system capacity and water quality for existing customers while accommodating incremental growth and development.

Goal 2.2 Status – In Progress - FY 2021 Completion

City Council has taken the following action to achieve this goal:

- Authorized purchase of additional 3,000-acre feet of water, for a total of 7,613-acre feet in Simsboro Aquifer.
- Reached consensus at March 24, 2018 Special Workshop to build consolidated water treatment plant that treats for improved aesthetics in water quality and purchase wholesale water from Aqua Water Corporation to manage excess demand until plant is complete.
- Approved Engineering Scope of Service with Freese & Nichols on September 11, 2018 to design and manage construction of consolidated water treatment plant at XS Ranch and distribution lines to Willow Plant.
- Estimated timeline for water plant production is FY 2021.

Goal 2.3 - Mitigate expected increases in water demand through enhanced conservation practices.

Goal 2.3 Status – No Action

Goal 2.4 - Expand wastewater collection and treatment capacity in a cost-effective manner

Goal 2.4 Status – In Progress – FY 2021 Completion – Phase 1

City Council has taken the following action to achieve this goal:

- Reached consensus at March 24, 2018 Special Workshop to build a consolidated activated sludge wastewater treatment facility on 26-acre site, owned by City of Bastrop for this purpose.
- Approved Engineering Scope of Service with KSA Engineering on August 28, 2018 to design and manage construction of consolidated wastewater treatment plant and related distribution system.
- Construction of Phase 1 will begin before September 1, 2019 for Phase 1, a 2-million-gallon facility.
- Design of Phase 2, a 2nd 2-million-gallon facility, will immediately start upon completion of Phase 1.

Goal 2.5 - Enhance Wastewater System Efficiency.

Goal 2.5 Status – Completed Planning; Ongoing Implementation

The following action has been taken to achieve this goal:

- Developed a 10-year replacement schedule for all pumps, lift stations, and manholes, which is fully funded in the adopted rates. Year 1 will be implemented in FY 2019.
- Evaluating all wastewater collection lines associated with failed streets to be replaced at time of street reconstruction. Identified wastewater lines to be replaced as a part of North Bastrop Community Rehabilitation Project in FY 2019.
- Developed three (3) year plan to routinely test for Inflow & Infiltration into wastewater system. Completed Year 1 in FY 2018 by testing 56,000 feet and identifying/fixing 166 deficiencies.

Goal 2.6 - Reduce Flood Hazards in Bastrop through the programmed improvement of the City storm water system.

Goal 2.6 Status – On-Going

City Council has taken the following action to achieve this goal:

- Received Drainage Study from Halff Associates on February 20, 2018.
- Enacted a Drainage Moratorium on August 14, 2018.
- Updating land-use policies to be geographically sensitive including low-impact development standards, which will include findings from Atlas 14 maps, when available.
- Approved Engineering Scope of Service with Halff Associates to evaluate existing regulations with new findings to determine “gap” in drainage calculation requirements.
- Funded City’s match for three (3) drainage improvement programs including Public Works Detention Pond, Pine Street Drainage Improvements, and Jasper/Newton Drainage Improvements. All 3 projects anticipated to start construction in FY 2020.

Goal 2.7 - Protect water quality in the Lower Colorado River Watershed by mitigating storm water discharges associated with growth and development.

Goal 2.7 Status – In Progress

City Council has taken the following action to achieve this goal:

- Requiring low impact development standards as a part of updating development code regulations.

Public Facilities

Goal 3.1 - Provide adequate and appropriate public facilities and services to maintain the safety and quality of life for residents, visitors, and workers in Bastrop.

Goal 3.1 Status – Ongoing

The following action has been taken to achieve this goal:

- Funded renovations in FY 2019 budget at City Hall to improve Planning & Zoning space and add additional offices.
- Funded feasibility study to evaluate long-term fire service in Bastrop and related facilities in FY 2019.
- Will include a Public Works facility study in FY 2020 budget for inclusion in a future CIP.
- Conducted over 2,350 hours of emergency management training organization-wide in FY 2018.
- Updating Equipment Replacement Schedule and reviewing replacement policies with Council – FY 2019.
- Completing necessary tasks to obtain Texas Police Chiefs' Recognition Program – FY 2019.

Goal 3.2 - Improve the long-term fiscal and environmental efficiency of public facilities.

Goal 3.2 Status – Ongoing

The following action has been taken to achieve this goal:

- Hired additional staff in FY 2019 to implement citywide electronic records management. In addition to adding much needed staff capacity, additional space will be freed up in all facilities that will no longer be required for physical records storage.
- Conducting a perpetual care actuarial study for Fairview Cemetery in FY 2019 to ensure long-term financial sustainability.
- Developing a 10-year building maintenance plan including inspections and annual contracts in FY 2019.
- Developing a 10-year park maintenance plan including inspections and annual contracts in FY 2019.
- Developing a Citywide Network Systems Replacement Schedule in FY 2019.

Goal 3.3 - Engage in partnership with other public entities to maximize the utilization of and accessibility to public buildings and grounds.

Goal 3.3 Status – Ongoing
City Council has taken the following action to achieve this goal: <ul style="list-style-type: none">• Expanded YMCA contract in FY 2019 to include Movies in the Park and two (2) sessions of tennis lessons, which will be held at Bastrop Independent School District (BISD) facilities.• Approved a lease to the Bastrop Senior Center in FY 2018 of the Bastrop Activity Center (i.e. Emergency Shelter) for senior programming in turn for assistance when providing shelter services.• Approved an Adopt-a-Street Program with Keep Bastrop County Beautiful, who have adopted 12 streets since inception in early 2018.• Funding a Partnership Agreement with Bastrop County Long-Term Recovery Team to provide support services to Bastrop Emergency Shelter in times of emergency situations – FY 2019.



Goal 4.1 - Provide a greater diversity of housing options in Bastrop while protecting the character of the City's existing neighborhoods.

Goal 4.1 Status – On-going
City Council has taken the following action to achieve this goal: <ul style="list-style-type: none">• Council approved a Resolution of No Objection supporting The Preserve at Hunters Crossing, LP, a development of 140 affordable rental housing units, on property zoned for multi-family development.

Goal 4.2 – Maintain the overall quality of existing housing stock in Bastrop.

Goal 4.2 Status - No Action
.

Goal 4.3 - Develop housing targets that align with local demand.

Goal 4.3 Status – No Action
.

Goal 4.4 - Provide home ownership opportunities to Bastrop's low-to-moderate income and special needs populations

Goal 4.4 Status - No Action
.

Goal 4.5 - Maintain or enhance the health of Bastrop's older and historic neighborhoods.

Goal 4.5 Status – On-Going

The following action has been taken to achieve this goal:

- Strengthened Local Preservation Ordinance in FY 2018.
- Established goal to obtain Certified Local Government designation in FY 2019.
- Established goal to create a Code Enforcement Strategic Plan with an education component upon completion of Phase I Code Updates – FY 2019 Work Plan.
- Will re-institute downtown incentive grant program in FY 2019 in partnership with Bastrop Economic Development Corporation.

■ Land Use and Community Image ■

Goal 5.1 -- Utilize the Future Land Use Plan to guide decisions regarding proposed development and redevelopment activities in Bastrop and the City's ETJ.

Goal 5.1 - Status – On-going

The following action has been taken to achieve this goal:

- Planning & Zoning Staff reference the Future Land Use Plan in all staff reports, which provides basis for recommendations to Planning & Zoning Commission and City Council.
- The Future Land Use Plan will be incorporated into the Code Updates – Phase I and II, updated the zoning ordinance and technical design standards.

Goal 5.2 – Enhance community character and design through the amendment of city land development regulations and projects to improve the function and aesthetics of public properties.

Goal 5.2 - Status – In Progress – FY 2020 Completion

City Council has taken the following action to achieve this goal: (Please see Goal 2.1 for additional information)

- Funded Code Update – Phase 1 in FY 2019, which will include updating Zoning and Sign Ordinances, to be fiscally sustainable and geographically sensitive and in alignment with Comprehensive Plan. Estimated completion date is March 2019.
- Funded Code Update – Phase 2 in FY 2019, which will include updating technical criteria manual including construction standards, review and modifications to subdivision ordinance and development process to align with updated development codes (Phase 1) and Comprehensive Plan. Estimated completion date is December 2019.
- TxDOT has created landscaped gateways at SH 71 & Tahitian and SH 71 & Childers.

■ Transportation ■

Goal 6.1 - Manage traffic congestion and improve system reliability.

Goal 6.1 - Status – On-going

The following action has been taken to achieve this goal:

- TxDOT completed overpass improvements at SH 71 and SH 95, which significantly improved traffic congestion.
- TxDOT will award bids for SH71 Package 4 in May 2019: Phase 1- Construction of service roads over the Colorado River – Estimated completion 8 -12 months; Phase 2 – Main Lane Construction; Phase 3 – Old Bridge demolition. Completion – 2022.

Goal 6.2 – Enhance transportation system connectivity.

Goal 6.2 - Status – On-going

The following action has been taken to achieve this goal:

- BEDC is constructing Agnes Street from SH 304 to the eastern boundary of the Seton Hospital property.
- BEDC staff are negotiating with property owners along the aligned Agnes route to complete this connection as development occurs.

Goal 6.3 - Preserve and maintain existing transportation assets.

Goal 6.3 - Status – On-going

The following action has been taken to achieve this goal:

- Completed a Pavement Condition Index Study in January 2018.
- Developed a multi-year Street Maintenance Program to “Keep the Good Streets Good.”
- Funded Year 1 and 2 of the Street Maintenance Program in the 2018 Certificate of Obligations Series.
- Implementing Year 1 of Street Maintenance Program in FY 2019.
- Reconstructing Main Street from Water Street to Spring Street as a part of the Main Street Rehabilitation Project.
- Reconstructing multiple sections of failing streets including parts of Maple, Magnolia, and Locust as a part of North Main Community Rehabilitation Project.

Goal 6.4 – Improve the safety of the Bastrop Transportation System for all users.

Goal 6.4 - Status – On-going

The following action has been taken to achieve this goal:

- Ensuring compliance with City’s access management policies during site plan review on all development.
- Utilize traffic counter data, provided by Public Works, to address identified priority locations for targeted enforcement of speeding and other unsafe behaviors by the Police Department on an as needed basis.

Goal 6.5 – Improve active transportation options.

Goal 6.5 - Status – On-going

The following action has been taken to achieve this goal:

- Completing gaps in residential sidewalks for traffic safety in the downtown corridor – FY 2019.
- Addressing ADA enhancements along Main Street as a part of the Main Street Rehabilitation Program, which is considered a high pedestrian traffic corridor.

Goal 6.6 – Expand and enhance transit services.

Goal 6.6 - Status – On-going

The following action has been taken to achieve this goal:

- Interlocal Agreement with CARTS was executed in FY 2018.
- A bus stop has been designed at Spring/Main Streets. Project has been put on-hold pending completion of Main Street Rehabilitation Project.

Goal 6.7 – Enhance multi-modal freight capacity

Goal 6.7 - No action

Goal 6.8 – Build a network of complete streets and preserve quality of place.

Goal 6.8 - Status – In Progress – FY 2020 Completion

The following action has been taken to achieve this goal:

- Phase I and II of the Code Updates will address street cross sections, which will incorporate Complete Streets principles – December 2019.
- Pop-up example of Main Street Rehabilitation project will be utilized after design, but prior to construction, to show context of public space, sidewalks, and roadway. – FY 2019

Goal 6.9 – Support the land use, economic development and urban design goals of the Comprehensive Plan.

Goal 6.9 - Status – In Progress – FY 2020 Completion

The following action has been taken to achieve this goal:

- Phase I and II of the Code Updates will address street cross sections, which will incorporate Complete Streets principles – December 2019.

■ Parks and Recreation ■

Goal 7.1 – Provide a sufficient amount of public park land and open space for current and future residents

Goal 7.1 - Status – On-going

The following action has been taken to achieve this goal:

- Pecan Park Developers have installed a linear trail along the Colorado River, providing access to homeowners and the public, and serving as a future trail connection.
- Council awarded Professional Services Agreement to Kimley-Horn on August 28, 2018 for the design and construction management of the rehabilitation of the Old Iron Bridge.
- Funding of \$2 million was included in the \$4.7 million Certificate of Obligations Series to rehabilitate the Old Iron Bridge.
- Construction of Downtown River Trail loop has been funded through a CAMPO Grant of \$485,000, Keep Bastrop County Beautiful - \$130,000; and BEDC - \$65,000. Pedestrian crossing over River will occur with the completion of the TxDOT Service Roads and the rehabilitation of Old Iron Bridge.
- One (1) mile State Park Trail between Bastrop State Park and Chestnut Street is fully funded and under design by MWM Design Group.

Goal 7.2 – Address current and future recreation needs through the provision and maintenance of indoor and outdoor recreational facilities.

Goal 7.2 - Status – On-going

The following action has been taken to achieve this goal:

- Developing a plan for private initiative to program and operate the City's rodeo arena – FY 2019.
- Developing a 10-year park maintenance plan including inspections and annual contracts – FY 2019.
- Building Skate Park – Phase 1 in Fisherman's Park – FY 2019.

Goal 7.3 – Meet future recreational demand through adjustments to the City's operational capacity.

Goal 7.3 - Status – No Action

Goal 7.4 – Ensure that residents have access to recreational opportunities through the equitable distribution of park land and open space.

Goal 7.4 - Status – On-going

The following action has been taken to achieve this goal:

- Park land is critical to creating a fiscally sustainable community. Open space and landscaping requirements will be addressed in the Code Update – Phase 1, scheduled for completion in March 2019. Amendments to Park and Open Space ordinances will occur as a result of the code update.

■ Cultural Arts and Tourism ■

Goal 8.1 – Leverage existing downtown assets to spur additional business activity.

Goal 8.1 - Status – On-going

The following action has been taken to achieve this goal:

- Provide funding from Hotel Occupancy Tax to support offerings provided by the Bastrop Museum & Visitor Center and the Bastrop Opera House on an annual basis.
- Partnering through Main Street with the Chamber and BEDC to launch an annual training calendar and resource opportunities – 300 participants completed at least 1 offering in FY 2018.
- Continuing downtown incentive grants in partnership with BEDC in FY 2019.

Goal 8.2 – Diversify supply chain of natural assets.

Goal 8.2 - Status – On-going

The following action has been taken to achieve this goal:

- See actions listed under Goal 7.1 for increased community access to Colorado River as noted in Objective 8.2.2.
- Partnering with Cedar Creek High School to build planter boxes to enhance walkability and curb appeal of Historic Downtown.

Goal 8.3 – Bolster family and heritage tourism assets.

Goal 8.3 - Status – On-going

The following action has been taken to achieve this goal:

- Increased rentals at the Bastrop Convention Center by 50% in FY 2018 over FY 2017, with repeat conventions booked through FY 20.
- Revised contracts, marketing materials, and time offerings making renting the Bastrop Convention Center competitive.
- Provide full-service rentals at the Bastrop Convention Center including catering services (through contractual services with outside vendors), room setups and teardowns, tablecloths, table decorations, and drink stations.
- Provide successful programming including Farm Street Opry monthly, Boogie Back to Bastrop annually, and Red White & You Dance annually.

Goal 8.4 – Create a long-term strategy for placement of visual and performing arts assets.

Goal 8.4 - Status – On-going

The following action has been taken to achieve this goal:

- After completion a Request for Proposal process through the Bastrop Art in Public Places (BAIPP), City hired Go Collaborative on March 13, 2018 to complete a Cultural Arts Master Plan, which will be completed in January 2019.
- Funding has been allocated in the FY 2019 budget to begin implementation immediately upon completion of the study.

Goal 8.5 – Strengthen Bastrop’s brand throughout the region and the rest of the country.

Goal 8.5 - Status – On-going

The following action has been taken to achieve this goal:

- Council approved a contract with Visit Bastrop on September 12, 2017 to provide specific services related to providing “brand” marketing for Bastrop as a destination, to serve as primary brand advocate, and to better utilize existing facilities.
- Visit Bastrop has created a robust website to enhance visitors’ experience.
- Visit Bastrop is completing a “branding” strategy for Bastrop, which should be implemented in Fall 2018.
- Continue ongoing development of the Bastrop visitor experience to include the community’s culinary and cultural assets.
- City continues relations and connectivity with the Hyatt Lost Pines Resort through various methods.

Goal 8.6 – Adjust City ordinances to accommodate arts, entertainment, and recreation uses; and to manage their impact on the community.

Goal 8.6 - Status – On-going

The following action has been taken to achieve this goal:

- A draft food truck ordinance was completed and reviewed by Planning & Zoning Commission in Spring 2018. All partners are working to address identified concerns. A Food Truck pilot program is scheduled in the fall to allow food trucks for 6-8 months, address any concerns, and adopt final ordinance.
- Revising Special Events Ordinance and Procedures to meet the City’s Financial Policy requirement of fees covering costs of service and streamline process for customers in FY 2019.



Policy & Operational FY 2018 Strategic Review

The City Council adopted nine (9) focus areas to provide structure around how organizational resources should be allocated to achieve their Vision. A Five (5) Year Operational Workplan was created in September 2017 and built around these nine (9) areas. This FY2018 – FY 2022 Work Plan contains 186 items, of which 113 items or 61% were placed in FY 2018.

In FY 2018, 65 items were completed, 33 items are in progress, and 20 received no action. There were five (5) items moved up from future years. So, of the 61% or 113 items included in the FY 2018 work plan, 87% of these items were completed or in-progress.

Outlined below is a summary highlighting many of the **OUTSTANDING** FY 2018 Work Plan accomplishments, which underscores the strong partnership between policy and operations.



Authentic Bastrop

Maintain and enhance our historic community feel by leveraging the combination of community, cultural, and recreational assets that make Bastrop a special place to live and work.

FY 2018 Achievements:

- Hired Go Collaborative to conduct a Cultural Arts Masterplan. Expected completion – January 2019.
- Provided coordination/logistical support for 50+ special events.
- Addressed public concern about roaming chickens/roosters by hiring a trapper, removing 93 chickens/roosters by year-end, and repealing the chicken sanctuary.
- Completed design for a skate park.
- Completed Delgado Park – Phase 1.



Communication

Support and enhance open two-way communication between the City and its residents and businesses

FY 2018 Achievements:

- Established City's communication vision and goals and increased social media engagement by 93%.
- Implemented customer portal to access individual utility billing information.
- Prepared FY 2019 budget for Distinguished Budget Presentation award.
- Improved visual experience to viewers watching Council meetings.
- Held joint workshops with City Council and active boards and commissions.



Community Safety

Keep citizens, businesses, and visitors safe.

FY 2018 Achievements:

- Conducted over 2,350 hours of emergency management training organization-wide.
- Created and implemented a Crisis Communication Plan.
- Completed FEMA Shelter, located at 1206 Linden.
- Installed new street signage with hundred block identification.
- Implemented rights-of-Way mowing contract.
- Completed Well J at XS Ranch.
- Awarded professional service agreement for design and construction management of a new wastewater treatment plant.
- Awarded professional service agreement for design and construction management of a new water treatment plant.

FY 2018 Achievements



Economic Vitality

Create sustainability by leveraging infrastructure renewals and investment, enhancing public/private partnerships, and fostering an inclusive and diverse environment that encourages entrepreneurial ventures and tourism.

FY 2018 Achievements:

- Held quarterly meetings with BP&L Community Support groups.
- Prepared Certification of Obligation Sale of \$4.7 million with no tax increase.
- Developed \$63 million Capital Improvement Program to address essential water, wastewater, streets, and drainage needs and commitments for trails by prior Councils.
- Increased FY2018 Convention Center rentals by 50% over FY2017.
- Approved contract with Visit Bastrop to promote tourism in the City of Bastrop.
- Partnered through Main Street with the Chamber and BEDC to launch an annual training calendar and resource opportunities – 300 participants completed at least 1 offering.



Fiscal Responsibility

Prepare and manage budget; fiduciary responsibility.

FY 2018 Achievements:

- Conducted ground-truthing sonar on west section of Fairview Cemetery.
- Saved \$100,000 in Year 1 in health claims through Compass Medical Services, with a 13:1 return-on-investment.
- Received less than 25 Workers' Compensation claims with less than five (5) loss-time claims.
- Updated City's Catastrophic Sick Leave Policy.
- Had 49 submittals in Engineering Request for Qualification process, which resulted in 12 engineering firms being added to the List of Qualified Engineers in eight (8) categories.
- Created Hospitality & Downtown Department to coordinate community resources, enhance citizens' understanding of value, and leverage the visitors' experience.
- Completed Pavement Condition Impact Study and developed and funded 1st two (2) years of street maintenance program.



Manage Growth

Plan for and manage growth, development, and redevelopment to maintain Bastrop's authentic feel and character.

FY 2018 Achievements:

- Drafted new Subdivision Ordinance.
- Hired Simplicity Design to begin process of "coding DNA" of downtown Bastrop.



Multi-Modal Mobility

Improved mobility for all modes of transit to integrate the community through connectivity.

FY 2018 Achievements:

- Approved Interlocal Agreement with CARTS.
- Hired MWM Design to design State Park Trail.
- Awarded contract for concrete contractor to complete gaps in sidewalks for traffic safety in Downtown.



Organizational Excellence

Organize governance; progressive operational policies and procedures; employee and citizen volunteer recognition.

FY 2018 Achievements:

- Implemented Neogov Software to improve employee onboarding and online job applications.
- Implemented Tyler Technology Police Records Management System, Police Computer Aided Dispatch, and Municipal Court software
- Held 1st Annual Boards & Commission & Volunteer Banquet.
- Held 1st Annual Boards, Commissions, and Volunteer Fair.
- Implemented a Citizen Input Survey on capital improvements, programs, and services.
- Participated in NIBBLES Backpack program building food bags feeding 100 food insecure BISD students each weekend during school year.
- Established 10-year maintenance program for water and wastewater infrastructure replacement.
- Completed Year 1 of testing 56,000 feet of sewer lines for Inflow & Infiltration, identifying and repairing 166 deficiencies – (Item moved up from FY 2019.)
- Revised City's Board & Commission Application.
- Hired Assistant Director of Public Works.
- Developed Emergency Management Plan Readiness Levels.



Unique Environment

Continue beautification of natural areas, parks, river, and landscape.

FY 2018 Achievements:

- Coordinated an Adopt-a-Street program with Keep Bastrop County Beautiful, which has adopted out 12 streets.
- Improved Christmas Lighting in Downtown and Fisherman's Park.
- Awarded professional service agreement for design and construction management for structural rehabilitation of the Old Iron Bridge. (Item moved up from FY 2019.)



BASTROPTX
Heart of the Lost Pines
Est. 1832

This page is intentionally left blank.

Strategic Focus - FY 2019

The FY 2019 Organizational Work Plan contains 84 items considered “in-progress” in FY 2018, identified organizational “game changers” that correct manual time-consuming processes, all significant Innovation Fund items budgeted in FY 2019, and all ancillary items associated with the management of the Capital Improvement Program. **There are multiple items included in this workplan that will take several years to complete and will be carried-over in future years.**



Authentic Bastrop

Maintain and enhance our historic community feel by leveraging the combination of community, cultural and recreational assets that make Bastrop a special place to live and work.

AB #1	Complete Main Street Rehabilitation Project- <i>CIP Street Project</i> . (Comp Plan 6.3)
AB #2	Complete Old Iron Bridge Rehabilitation Project – <i>CIP Street Project</i> . (Comp Plan 7.1.3)
AB #3	Obtain Certified Local Government designation. (Comp Plan 4.5.1)
AB #4	Continue to facilitate downtown incentive grant program. (Comp Plan 8.1.6)
AB #5	Continue relocation program of chickens/roosters in downtown Bastrop.
AB #6	Develop a plan for private initiative to program and operate the City’s rodeo arena. (Comp 7.2.2)
AB #7	Build Phase I of Skate Park in Fisherman’s Park. (Comp Plan 7.2)
AB #8	Implement Cultural Arts Masterplan. (Comp Plan – 8.4.1)
AB #9	Complete North Main Community Rehabilitation Project including water and wastewater line replacement, street rehabilitation, and drainage improvements – <i>CIP Project</i> . (Comp Plan 2.5, 2.2, 2.6, 6.3)

Communication

Support and enhance open 2-way communication between the City and its residents and businesses.

C #1	Create and implement robust Capital Improvement Program Communication Program.
C #2	Create and maintain an annual calendar of City & Community Events for Council use.
C #3	Develop and produce a monthly electronic newsletter that tells the City’s story, whether it is about our value and/or to educate and/or engage our citizens while being open and transparent, distributed via our website and social media.
C #4	Develop process for monitoring and answering questions during Council Meetings on social media.
C #5	Develop a robust social media policy and metrics.
C #6	Install the VoteLynx System in Council Chambers.
C #7	Continue to improve communications with the Development Community.
C #8	Develop a “Librarian on the Loose” outreach program to take library services to nursing homes, correctional institutions, and schools.
C #9	Review and update BTXN (Cable Channel) ordinance and fee schedule.
C #10	Transition from Code Red to Everbridge, in conjunction with Central Texas Area Council of Governments, to better inform and education the community during emergency situations.
C #11	Evaluate options to utilize BTXN as a timely way to tell the City’s story, whether it is about our value and/or to educate and/or engage our citizens while being open and transparent, distributed via our cable channel, website, brick & mortar locations, and social media.

Organizational Work Plan - FY 2019

Community Safety

Keep citizens, businesses, and visitors safe.

CS #1	Design and Build Wastewater Treatment Plant #3 – <i>CIP Wastewater Project</i> . (Comp Plan 2.4)
CS #2	Complete Well J, Design and Construct Water Plant & Water Line to Willow Plant – <i>CIP Water Project</i> . (Comp Plan 2.2)
CS #3	Complete Water Tower at SH20 & SH71 – <i>CIP Water Project</i> . (Comp Plan 2.2)
CS #4	Conduct a feasibility study to determine costs and steps associated with achieving a full-time paid fire department. (Comp Plan 3.1.4)
CS #5	Update drainage regulations (include 2018 Half Drainage Study and Atlas 14 Map Data) without negatively impacting the existing population or environment. (Comp Plan 2.6)
CS #6	Complete street signage inventory and replacement schedule. (Comp Plan 6.4)
CS #7	Create and adopt a formal addressing policy utilizing the Capital Area Council of Governments methodology.
CS #8	Complete design of Public Works Detention Pond and Pine Street and Jasper/Newton Drainage Improvements. – <i>CIP Drainage Projects</i> (Comp Plan 2.6)

Economic Vitality

Create sustainability by infrastructure renewal and investment; enhancing public/private partnerships; efficient planning and development processes; and fostering an inclusive and diverse environment that encourages entrepreneurial ventures and tourism.

EV #1	Develop Fiscal Impact Analysis to determine development related financial sustainability. (Comp Plan 2.1)
EV #2	Complete research TABC license for potential alcohol permit at the Bastrop Convention Center. (Comp Plan - 8.3.2)
EV #3	Continue increasing rental revenue of Convention Center by supporting local businesses, small conventions, and conferences. (Comp. Plan – 8.3.2)
EV #4	Update Film Permit Process.
EV #5	Leverage the film commission to use film as an economic development strategy.
EV #6	Continue relations and connectivity with the Hyatt Lost Pines Resort. (Comp Plan – 8.5.1)
EV #7	Strengthen our downtown retail presence. (Comp Plan 8.1.5)
EV #8	Continue ongoing development of the Bastrop visitor experience to include the community’s culinary and cultural assets. (Comp Plan 8.5)
EV #9	Create a Code Enforcement Strategic Plan and a communication program to educate public. (Comp Plan 3.1)
EV #10	Conduct Food Truck Pilot Project, address concerns, and finalize Ordinance. (Comp 8.6.1)

Fiscal Responsibility

Prepare and manage budget; fiduciary responsibility.

FR #1	Implement Year 1 of Street Maintenance Program. (Comp Plan 6.3)
FR #2	Revise Special Events Ordinance and Procedures to meet the City’s Financial Policy requirement of fees covering cost of service. (Comp Plan 8.6)
FR #3	Implement Year 1 of a 5 Year Rate Study to fund water and wastewater infrastructure improvements. (Comp Plan 2.2; 2.4)
FR #4	Implement Year 1 of Water System Maintenance Program. (Comp Plan 2.5)

Fiscal Responsibility cont.

FR #5	Implement Year 2 of smoke testing schedule for annual identification of wastewater inflow and infiltration. (Comp Plan 2.5)
FR #6	Implement Year 1 of Wastewater System Maintenance Program. (Comp Plan 2.5)
FR #7	Develop Wholesale Water Rate Category.
FR #8	Develop Wholesale Wastewater Rate Category.
FR #9	Adopt standardized Wholesale Water Agreement.
FR #10	Adopt standardized Wholesale Wastewater Agreement.
FR #11	Conduct a perpetual care actuarial study for Fairview Cemetery to ensure long-term financial sustainability. (Comp Plan 3.2)
FR #12	Complete the redesign of the Hotel Occupancy Fund Community Program Funding Policy & Application to better leverage resources and maximize the visitors' experience. (Comp Plan 8.1)
FR #13	Update Equipment Replacement Schedule and review replacement policies with Council. (Comp Plan 3.1)
FR #14	Evaluate convention center rental rates based on 2-year history and actual costs of service. (Comp Plan 8.3.2)
FR #15	Complete Hunters Crossing Local Government Corporation & Public Improvement District statutory audit and implement recommendations.
FR #16	Receive transparency star for Public Pension from Comptroller's Office.
FR #17	Build Five (5) Year Financial Model, identify opportunities and threats, and anticipate organizational growth based on increased population and development.
FR #18	Evaluate need for centralized Procurement position in FY 20 budget.

Manage Growth

Plan for and manage growth, development, and redevelopment to maintain Bastrop's authentic feel and character.

MG #1	Update Zoning and Sign Ordinances (Phase 1 – Code Update) to be fiscal sustainable and geographically sensitive and in alignment with Comprehensive Plan. (Comp Plan 5.2)
MG #2	Update technical criteria manual (Phase 2 – Code Update) including construction standards, review and modifications to subdivision ordinance and development process to align with updated development codes and Comprehensive Plan. (Comp Plan 5.2)
MG #3	Develop Annexation plan and corresponding Development Plan. (Comp Plan 2.1.1)
MG #4	Adopt an Interlocal Agreement that establishes development standards for the City's ETJ in partnership with Bastrop County. (Comp Plan 2.1.2)

Multi-Modal Mobility

Improved mobility for all modes of transit to integrate the community through connectivity.

MM #1	Complete gaps in residential sidewalks for traffic safety in the downtown corridor. (Comp Plan 6.2)
MM #2	Complete the downtown trail expansion in partnership with Bastrop Economic Development Corporation. – <i>CIP Quality of Life Project</i> (Comp Plan 7.1.3, 8.2.2)
MM #3	Complete trail to Bastrop State Park and partner with TxDOT to ensure safe pedestrian crossing at SH 95 & Loop 150. – <i>CIP Quality of Life Project</i>
MM #4	Address mobility challenges on west side of river on the north and south sides of SH 71. (Comp Plan 6.2.4)

Organizational Excellence

Organize governance; progressive operational policies and procedures; employee and citizen volunteer recognition.

OE #1	Develop an organization-wide strategy to be paperless by 2021. (Comp Plan 3.1)
OE #2	Continue completion of tasks necessary to obtain Texas Police Chiefs' Recognition Program. (Comp Plan 3.1)
OE #3	Create a secured records storage area.
OE #4	Develop indexing system for Council Meeting Video Archives using LaserFiche.
OE #5	Create a record retention policy.
OE #6	Develop a comprehensive internal records management system and policies for all Planning & Zoning case files.
OE #7	Complete award process for financial advisor services.
OE #8	Develop a 10-year building maintenance plan including inspections and annual contracts. (Comp Plan 3.2)
OE #9	Develop a 10-year park maintenance plan including inspections and annual contracts. (Comp Plan 3.2, 7.2)
OE #10	Develop and fund a Citywide Network Systems Replacement Schedule. (FY 2019 - FY 2021) (Comp Plan 3.2)
OE #11	Complete City Hall Renovation. (Comp Plan 3.1)
OE #12	Hire a Construction Inspector and other key personnel funded in FY 2019.
OE #13	Convert all on-line forms on website to a fillable pdf format.
OE #14	Amend Appendix B – Comprehensive Plan to reflect Council's preference for creation of a Capital Improvement Program.
OE #15	Evaluate police vehicles for fleet replacement in FY 2020 including the establishment of evaluation criteria.

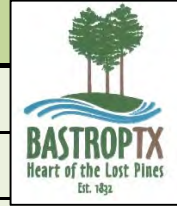
Unique Environment

Continue beautification of natural areas, parks, river, and landscape.

UE #1	Install planter boxes, once completed by Cedar Creek High School, to support downtown beautification program. (Comp Plan 8.2)
UE #2	Partner with the Federal Corrections Institute to maintain landscape projects at the City's gateways and clean-up of Gills Branch.
UE #3	Create memorial tree program for Fairview Cemetery. (Comp Plan 7.1)
UE #4	Develop plan to lease or purchase rights-of-way owned by Union Pacific to improve aesthetics in highly visible locations.
UE #5	Institutionalize Adopt-a-Street Program in partnership with Keep Bastrop County Beautiful.
UE #6	Support community-wide brand identity efforts led by Visit Bastrop. (Comp Plan 8.5.1)

City of Bastrop

FY 2018-19 Budget Planning Calendar



Jan. 19	Staff CIP Planning Workshop
Jan-Feb.	Citizen survey
Mar. 6	Budget kick-off meeting (manuals available)
Apr. 19	Mid-year workshop to review citizen survey's, revenue updates & CIP
May 1	Receive notices of appraised value from Chief Appraiser. (preliminary)
May 15	Budgets due from Departments
May 25	Budget book to City Manager
June 4-8	City Manager and Directors - Management Team Open Discussion on Budgeted Priorities and Plans
June 19	Council Workshop - Discussion on Budget Priorities
July 25	Deadline for chief appraiser to certify rolls to taxing units
July 25-27	Preparation of effective and rollback tax rates
Aug. 7	Meeting of governing body to discuss tax rate; if proposed tax rate will exceed the rollback rate or the effective tax rate (whichever is lower), take record vote and schedule public hearing.
Aug. 14	Council Meeting - Distribute Budget to Council in Work Session and highlight major topics Set date, time and place of a public hearing (considered filed with the City Secretary)
Aug. 15	LGC Meeting to review budget and proposed special assessments
Aug. 18	<i>Notice of proposed Tax Rate (must be posted 10 days prior to Public Hearing) (deadline for paper Aug. 14 at noon)</i>
Aug. 20	Council Workshop - Review the Proposed Budget (General Fund)
Aug. 21	Council Workshop - Review the Proposed Budget (W, WW, BP&L, Hotel Occupancy Tax, etc.)
Aug. 24	Last day for proposed budget to be filed with City Secretary LGC 102.005 Before the 30th day before tax rate adopted. Adoption Date is 9/25/2017. Also City Charter requirement.
Aug. 28	Council Meeting - First Public hearing on Tax Rate
Sept. 1	<i>Publish Notice of Budget Hearing (must be posted 10 days prior to Public Hearing) Publish Notice of Public Hearing for special assessments for Hunter's Crossing PID</i>
Sept. 11	Council Meeting - Second public hearing on Tax Rate; First Reading of Tax Rate Ordinance; Budget Hearing; First Reading Budget Ordinance; Public Hearing Special Assessments for Hunter's Crossing PID first reading of the Ordinance
Sept. 25	Council Meeting to adopt tax rate and budget. Must adopt budget before tax rate. City Council must take a separate ratification vote to adopt any budget that will raise total property tax revenue. Adoption of the special assessments for the Hunter's Crossing PID

Annual Budget Process



Operating Budget

PREPARATION – The City’s “operating budget” is the City’s annual financial operating plan. It consists of governmental and proprietary funds, including the general obligation debt service fund. The budget is prepared by the City Manager with the assistance of the Chief Financial Officer and cooperation of all City departments. The City Manager transmits the document to the City Council. The budget should be enacted by the City Council prior to the beginning of the fiscal year. The operating budget may be submitted to GFOA annually for evaluation and possible recognition with the Award for Distinguished Budget Presentation.

BALANCED BUDGETS – An operating budget will be balanced, with current revenues, inclusive of beginning resources, and greater than or equal to current expenditures/expenses.

PLANNING – The budget process will be coordinated so as to identify major policy issues for City Council.

REPORTING – Periodic financial reports are available within INCODE to enable the department managers to manage their budgets and to enable the Finance Department to monitor and control the budget as approved by the City Council. Summary monthly financial reports will be presented to the City Council within 45 days after the end of each month, if Council meetings do not interfere with the reporting requirement. Such reports will include current year revenue and expenditure budgets and year-to-date actual figures.

CONTROL – The level of budgetary control is at the department in all funds. Department Heads can make transfers between accounts within their budget through a budget transfer. When budget adjustments have to be made between departments and/or funds, they must be approved by City Council.

PERFORMANCE MEASURES – Where appropriate, performance measures and productivity indicators will be used as guidelines and reviewed for efficiency and effectiveness. This information will be included in the annual budgeting process and reported to the City Council at least quarterly.

Capital Budget

PREPARATION – The City’s capital budget will be included in the City’s operating budget. The capital budget will be prepared by the City Manager with assistance from the Finance Department and involvement of all required city departments.

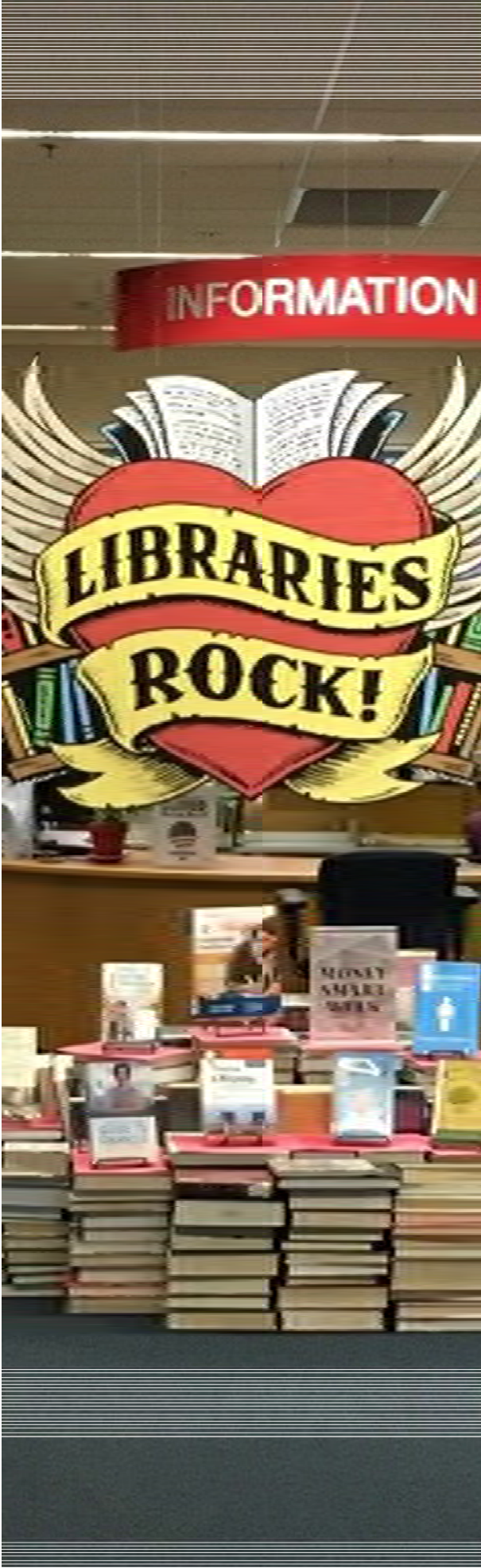
APPROPRIATION – An appropriation for a capital expenditure shall continue in force until the purpose for which it was made has been accomplished or abandoned. The purpose of any such appropriation shall be deemed abandoned if three years pass without any disbursement from, or encumbrance of, the appropriation. Any funds not expended, disbursed, or encumbered shall be deemed excess funds.

CONTROL – All capital project expenditures must be appropriated in the capital budget. Finance must certify the availability of resources so an appropriation can be made before a capital project contract is presented by the City Manager to the City Council for approval.

ALTERNATE RESOURCES – Where applicable, assessments, impact fees, or other user-based fees should be used to fund capital projects which have a primary benefit to certain property owners.

DEBT FINANCING – Recognizing that debt is usually a more expensive financing method, alternative financing sources will be explored before debt is issued. When debt is issued, it will be used to acquire major assets with expected lives that equal or exceed the average life of the debt issue. The exceptions to this requirement are the traditional costs of marketing and issuing the debt, capitalized labor for design and construction of capital projects, and small component parts which are attached to major equipment purchases.

REPORTING – Financial reports will be available to enable the department managers to manage their operating budgets and to enable the Finance Department to monitor the operating budget as authorized by the City Manager.



Financial Strategy

Financial Strategy

All Fund Summary.....	53
Fund Structure.....	54
Base Cost Adjustments – All Funds.....	55
Program Enhancements – All Funds.....	83



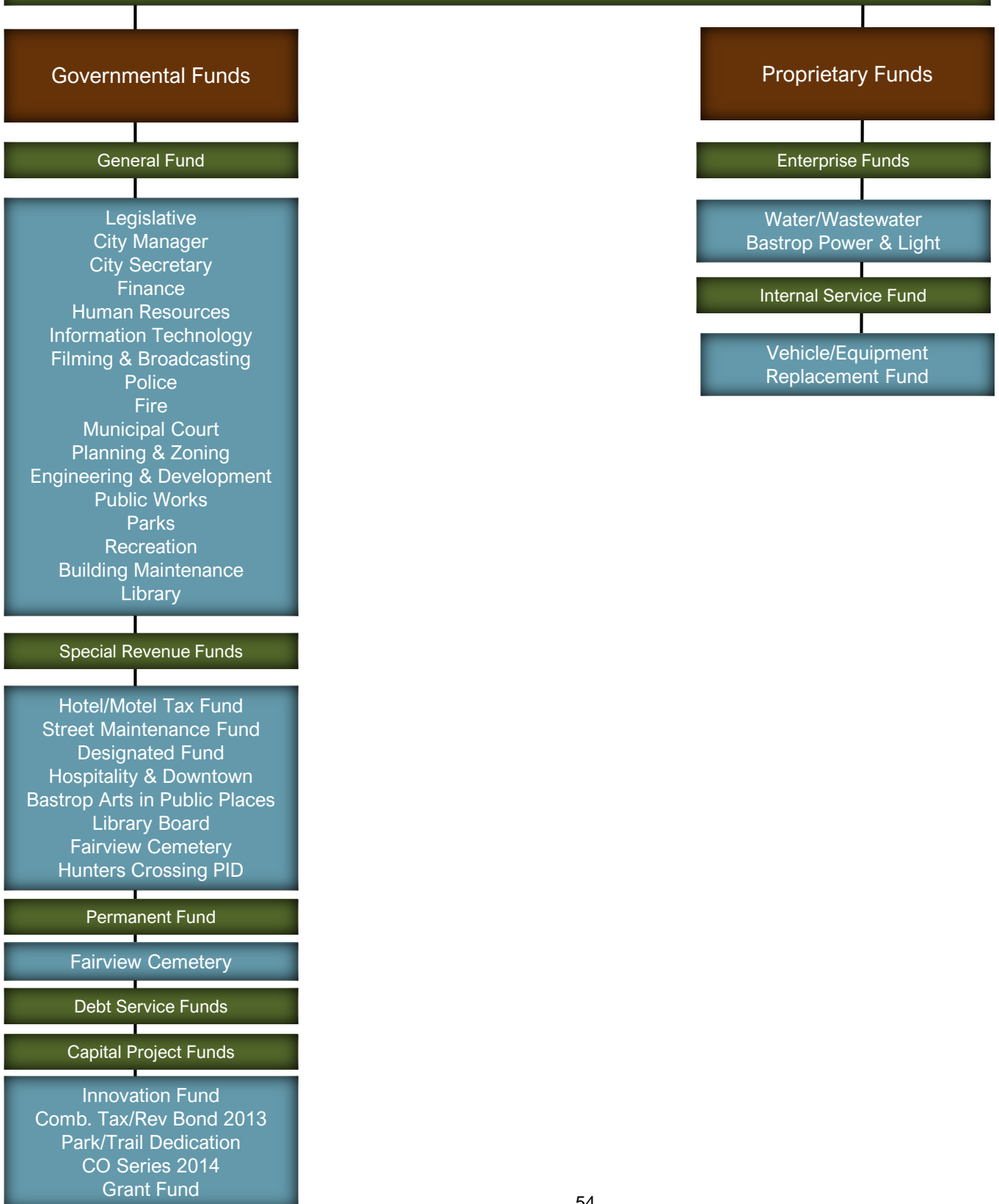
BASTROPTX
Heart of the Lost Pines
Est. 1832

This page is intentionally left blank.

All Funds Summary - FY 2019

	GENERAL FUND	STREET MAINTENANCE FUND	DEBT SERVICE FUNDS	HOTEL TAX FUND	SPECIAL REVENUE FUNDS	WATER/WASTEWATER FUNDS	BP&L FUND	CAPITAL IMPROVEMENT FUNDS	INTERNAL SERVICE FUND	TOTAL ALL FUNDS
BEGINNING FUND BALANCES	\$ 2,566,858	\$ -	\$ 306,992	\$ 3,425,181	\$ 2,440,787	\$ 5,824,328	\$ 4,072,418	\$ 8,260,931	\$ 1,866,409	\$ 28,763,904
REVENUES:										
AD VALOREM TAXES	3,533,514		1,863,009		-	-	-	-		5,396,523
SALES TAXES	4,864,390				-	-	-	-		4,864,390
FRANCHISE & OTHER TAXES	517,966			2,736,000	23,000	-	-	-		3,276,966
LICENSES & PERMITS	699,500			2,000	-	-	-	-		701,500
SERVICE FEES	543,936			240,350	1,033,866	5,667,190	7,648,040	-	311,563	15,444,945
FINES & FORFEITURES	334,000				14,500	-	-	-		348,500
INTEREST	50,000	6,000	10,850	44,500	35,850	88,386	56,000	85,500	15,500	392,586
INTERGOVERNMENTAL	72,878			62,312	1,416,576	-	-	-		1,551,766
OTHER	82,000		247,619	-	30,700	8,000	17,000	102,291	30,000	517,610
TOTAL REVENUES	10,698,184	6,000	2,121,478	3,085,162	2,554,492	5,763,576	7,721,040	187,791	357,063	32,494,786
OTHER SOURCES										
Other Financing Sources								300,000		
Interfund Transfers	809,750	1,100,000	516,185	486,084	4,700	2,334,257	-	453,825	254,500	5,959,301
TOTAL REVENUE & OTHER SOURCES	11,507,934	1,106,000	2,637,663	3,571,246	2,559,192	8,097,833	7,721,040	941,616	611,563	38,454,087
TOTAL AVAILABLE RESOURCES	\$ 14,074,792	\$ 1,106,000	\$ 2,944,655	\$ 6,996,427	\$ 4,999,979	\$ 13,922,161	\$ 11,793,458	\$ 9,202,547	\$ 2,477,972	\$ 67,217,991
EXPENDITURES:										
GENERAL GOVERNMENT	4,225,284	566,797			1,416,576	-	-	642,560		6,851,217
PUBLIC SAFETY	4,333,584				466,950	-	133,800	228,000		5,162,334
DEVELOPMENT SERVICES	1,025,374				-	-	-	514,325		1,539,699
COMMUNITY SERVICES	1,657,608			346,994	292,175	-	160,493	533,854		2,991,124
UTILITIES					-	3,797,819	6,123,910	-		9,921,729
DEBT SERVICE			2,388,203		-	1,425,805	433,000	-		4,247,008
ECONOMIC DEVELOPMENT				3,046,509	-	-	-	-		3,046,509
CAPITAL OUTLAY					124,050	875,730	-	4,559,109	400,764	5,959,653
TOTAL EXPENDITURES	11,241,850	566,797	2,388,203	3,393,503	2,299,751	6,099,354	6,851,203	6,477,848	400,764	39,719,273
OTHER USES										
Interfund Transfers	266,084		-	516,186	575,392	1,883,565	1,341,575	1,376,500	-	5,959,301
TOTAL EXPENDITURE & OTHER USES	11,507,934	566,797	2,388,203	3,909,689	2,875,143	7,982,919	8,192,778	7,854,348	400,764	45,678,574
ENDING FUND BALANCES	\$ 2,566,858	\$ 539,203	\$ 556,452	\$ 3,086,738	\$ 2,124,836	\$ 5,939,242	\$ 3,600,680	\$ 1,348,199	\$ 2,077,208	\$ 21,539,417
<i>% of Expenditures</i>	25.6%	95.1%	23.3%	91.0%	74%	113.7%	52.6%	20.8%	518.3%	63.8%

City of Bastrop Fund Structure



Department Base Adjustments



FY 2019 Proposed Program Changes

Bastrop Power & Light	FY 2019 Change	Recurring Amount	New Positions
Marketing Materials Move to "Sponsorships"	-\$5,000	-\$5,000	0
Fuel and Lube Added funding for inflation in fuel costs	\$2,500	\$2,500	0
System Maintenance Added funding for price increases on materials & increased service area with the addition of Piney Creek Bend subdivision	\$17,500	\$17,500	0
Professional Services Added funding to survey the Piney Creek Bend subdivision	\$2,500	\$0	0
Legal Services Added funded to allow for increased legal fees related to Piney Creek Bend, developer's agreement Phase II	\$3,500	\$0	0
Engineer Added funding for costs associated with Piney Creek Bend Phase II	\$15,000	\$0	0
Sponsorships Moved from Marketing Materials for cost of sponsorship of community events	\$5,000	\$5,000	0
Equipment Rental Added funding for rental of heavy equipment to complete line extension in Piney Creek Bend subdivision	\$6,500	\$0	0
Line Extensions Added funding for Piney Creek Bend Phase II line extension fee	\$123,000	\$0	0
System Study Improvements Reduced funding since the last two projects off the 5 year plan are less than last years budgeted projects	-\$85,000	\$0	0
Bastrop Power & Light Total	\$85,500	\$20,000	0



BASTROPTX
Heart of the Lost Pines
Est. 1832

This page is intentionally left blank.

Department Base Adjustments



FY 2019 Proposed Program Changes

General Fund	FY 2019 Change	Recurring Amount	New Positions
Legislative			
Supplies Reduce funding to reflect actual costs	-\$1,300	-\$1,300	0
Postage Reduce funding to reflect actual costs	-\$250	-\$250	0
Forms Printing Reduce funding to reflect actual costs	-\$280	-\$280	0
Communications Added appropriate funding to cover communications charged to this line-item.	\$1,560	\$1,560	0
Recording Fees Reduce funding to reflect actual costs	-\$800	-\$800	0
Advertising Reduce funding to reflect actual costs	-\$1,300	-\$1,300	0
Travel & Training Added funding to cover all of the training and conferences for all Council members	\$2,300	\$2,300	0
Dues & Subscriptions Reduce funding to reflect actual costs	-\$840	-\$840	0
Legislative Total	-\$910	-\$910	0
Organizational			
Group Insurance Added funding due to loss of Package discount that was not offered in FY19	\$14,940	\$14,940	0
Retiree Benefits Added funding for additional employee eligible for retiree insurance	\$25,619	\$25,619	0
Equipment Reduce funding to reflect actual costs	-\$1,000	-\$1,000	0

General Fund	FY 2019 Change	Recurring Amount	New Positions
Equipment Maintenance Reduce funding to reflect actual costs	-\$200	-\$200	0
Maintenance of Vehicle Reduce funding to reflect actual costs	-\$500	-\$500	0
Communications Reduce funding to reflect actual costs	-\$2,220	-\$2,220	0
Professional Services Added additional funding for unforeseen appraisals, studies, etc.	\$11,403	\$11,403	0
Property Tax Collection/Appraisal Services Added funding to cover the increase in fees by Bastrop Central Appraisal District for appraisal services	\$3,500	\$3,500	0
Engineering and Consulting Reduced funding in anticipation that most engineering will be associated with a capital project	-\$2,500	-\$2,500	0
Property and Liability Insurance Added funding to cover slight increase in premiums for FY2019	\$1,743	\$1,743	0
Contractual Services Added funding to cover the EDC's portion of the Pine St parking lot lease payment. EDC voted to not renew their % of funding.	\$6,000	\$6,000	0
Advertising Reduce funding to reflect actual costs	-\$1,000	-\$1,000	0
Travel & Training Added funding for additional trainings, Cabinet retreat, Adopt-a-street Banquet, Cabinet meetings	\$11,875	\$11,875	0
380 Agreement Reimb-Property Taxes Reduced funding due to properties being sold in Burleson Crossing	-\$5,000	-\$5,000	0
Donated Services Added funding since City took on the Farmer's Market utilities when they started paying rent	\$650	\$650	0

General Fund	FY 2019 Change	Recurring Amount	New Positions
Overhead Allocation Reduced credit for administrative support from other funds decreased slightly, also some of the support credit was moved to HOT fund to support Multi-Media department.	-\$25,272	-\$25,272	0
Clean Sweep Reduce funding to reflect actual costs	-\$3,000	-\$3,000	0
Salary Adjustment Savings Added this credit to reflect estimated salary savings from vacant positions through out the Fiscal year	-\$172,254	-\$172,254	0
Transfer Out - Hotel Occupancy Fund Added funding to cover the General Fund portion of the Multi-media and Special Event & Reservation departments	\$266,084	\$266,084	0
Organizational Total	\$128,868	\$128,868	0

City Manager

Supplies Reduce funding to reflect actual costs	-\$400	-\$400	0
Office Equipment Reduce funding to reflect actual costs	-\$500	-\$500	0
Communications Reduce funding to reflect actual costs	-\$600	-\$600	0
Vehicle/Equip Replacement Fee Reduced funding due to adjustment to life of the assets in VERF fund reducing the lease payment due	-\$1,125	-\$1,125	0
Travel & Training Added funding to cover all of the training and conferences	\$400	\$400	0
City Manager Total	-\$2,225	-\$2,225	0

City Secretary

Supplies Reduce funding to reflect actual costs	-\$1,000	-\$1,000	0
Election Supplies Reduce funding to reflect actual costs	-\$2,200	-\$2,200	0
Codification of Ordinance Added funding to inadequately cover the cost of this service	\$3,100	\$3,100	0
Travel & Training Reduce funding to reflect actual costs	-\$1,015	-\$1,015	0

General Fund	FY 2019 Change	Recurring Amount	New Positions
Dues & Subscriptions Added funding to reflect actual costs	\$480	\$480	0
Special Events Added funding to cover the cost of the Volunteer Fair & Banquet	\$5,500	\$5,500	0
Election Services Reduced funding to not budget for Runoff election, will amend if needed	-\$7,300	-\$7,300	0
City Secretary Total	-\$2,435	-\$2,435	0
Finance			
Supplies Reduce funding to reflect actual costs	-\$1,410	-\$1,410	0
Postage Reduce funding to reflect actual costs	-\$600	-\$600	0
Office Equipment Added funding for new chairs for staff	\$400	\$400	0
Computer replacement Eliminated funding, covered in IT budget	-\$200	-\$200	0
Equipment/Software Maintenance Added funding to cover Increase in maintenance cost of software	\$1,270	\$1,270	0
Communications Added funding that was missed in FY2018 to cover cell phone for Director	\$1,500	\$1,500	0
Professional Services Reduced funding to removed contingency amount for unforeseen consulting	-\$5,600	-\$5,600	0
Audit Reduced funding since there is no GASB 45 audit required this year	-\$4,490	-\$4,490	0
Travel & Training Reduced funding since Director's CPM classes are almost finished	-\$2,270	-\$2,270	0
Equipment Rental Moved to Organizational	-\$2,270	-\$2,270	0
City Finance Total	-\$13,670	-\$13,670	0
Finance-Utility Customer Service			

General Fund	FY 2019 Change	Recurring Amount	New Positions
Supplies Reduce funding to reflect actual costs	-\$1,300	-\$1,300	0
Postage Added funding due to Increased number of bills being mailed	\$960	\$960	0
Office Equipment Reduce funding to reflect actual costs	-\$750	-\$750	0
Safety/First Aid Moved to Organizational	-\$300	-\$300	0
Equipment/Software Maintenance Added funding due to increased annual maintenance of customer portal	\$12,175	\$12,175	0
Communications Added funding to provide Supervisor with cell phone	\$2,466	\$2,466	0
Utilities Reduce funding to reflect actual costs	-\$300	-\$300	0
Professional Services Reduce funding to reflect actual costs	-\$3,200	-\$3,200	0
Credit Card Processing Fees Added funding to consolidated this fee into this department - change in allocation, also increase in utilization of credit cards online	\$32,400	\$32,400	0
Contractual Services Added funding for Solid Waste contract rate increase of 5%, plus additional homes being served	\$42,526	\$42,526	0
Travel & Training Reduce funding to reflect actual costs	-\$850	-\$850	0
Equipment Rental Moved to Organizational	-\$440	-\$440	0
Bad Debt Expense Reduce funding to reflect actual costs	-\$800	-\$800	0
City Finance-Utility Customer Service Total	\$82,587	\$82,587	0
Human Resources			
Office Equipment Reduce funding to reflect actual costs	-\$500	-\$500	0
Communications Added funding that was missed in FY2018 to cover cell phone for Director	\$1,068	\$1,068	0

General Fund	FY 2019 Change	Recurring Amount	New Positions
Professional Services Reduced funding due to removing contingency amount for additional training	-\$2,200	-\$2,200	0
Advertising Added funding to Increase efforts in employee recruitment	\$2,000	\$2,000	0
Dues & Subscriptions Reduce funding to reflect actual costs	-\$980	-\$980	0
Special Events Moved Volunteer banquet out of this line item	-\$4,600	-\$4,600	0
City Pins/Appreciation Added funding to increase efforts to show appreciation to our staff	\$1,700	\$1,700	0
Human Resources Total	-\$3,512	-\$3,512	0

Information Technology

Supplies Added funding to anticipate increase in costs of goods.	\$600	\$600	0
I.T. Supplies Reduce funding due to additional specialized equipment/supplies are not needed as frequently.	-\$500	-\$500	0
Office Equipment Eliminate funding until specific need is identified	-\$3,000	-\$3,000	0
Small Tools Reduce funding to reflect actual costs	-\$200	-\$200	0
Fuel & Lube Added funding to project increase in costs of fuel.	\$500	\$500	0
Equipment/Software Maintenance Added funding for additional software required for Cyber Security	\$15,820	\$15,820	0
Vehicle Maintenance & Repair Reduce funding to reflect actual costs	-\$500	-\$500	0
Communications Added funding to allow for appropriate funding to cover communications charged to this line-item.	\$6,527	\$6,527	0
Vehicle/Equip Replacement Fee Reduced funding due to adjustment to life of the assets in VERF fund reducing the lease payment due	-\$1,364	-\$1,364	0

General Fund	FY 2019 Change	Recurring Amount	New Positions
Travel & Training Added additional funding for training conference to attend	\$2,000	\$2,000	0
Information Technology Total	\$19,883	\$19,883	0

Police Administration

Supplies Reduce funding to reflect actual costs	-\$300	-\$300	0
Postage Added funding to reflect actual costs	\$270	\$270	0
Janitorial Supplies Added funding to reflect actual costs for mat cleaning	\$376	\$376	0
Evidence Moved funding to Criminal Investigations Division so all evidence items can be accounted for in same account.	-\$2,000	-\$2,000	0
Fuel & Lube Added funding to project increase in costs of fuel.	\$1,050	\$1,050	0
Maintenance - Computers Added funding for NetMotion annual fee	\$1,200	\$1,200	0
Maintenance - Vehicles Added funding due to Increase in vehicle maintenance requirements (preventative and actual) because of aging vehicles.	\$4,574	\$4,574	0
Communication Added funding due to FY2018 budget short six radios, adjusted in this budget	\$4,026	\$4,026	0
Professional Services Added funding for Additional security for City Events	\$1,000	\$1,000	0

General Fund	FY 2019 Change	Recurring Amount	New Positions
Utilities Reduce funding to reflect actual costs	-\$1,800	-\$1,800	0
Uniforms Reduce funding to reflect actual costs	-\$900	-\$900	0
Bastrop County Dispatch Services Added funding due to Contract increase for FY 2019 & FY 2020 due to increase number of calls for service and employee raises of 3%.	\$52,522	\$52,522	0
Vehicle/Equip Replacement Fee Reduced funding due to adjustment to life of the assets in VERF fund reducing the lease payment due	-\$61,601	-\$61,601	0
Travel and Training Reduce funding to reflect actual costs	-\$1,810	-\$1,810	0
Dues, Subscriptions, & Publications Reduce funding to reflect actual costs	-\$868	-\$868	0
Equipment Rental Added funding due to increase in operational costs for FY 2019.	\$190	\$190	0
Prisoner Housing Added funding due to Increase in operational costs for FY 2019	\$1,200	\$1,200	0
Police Administration Total	-\$2,871	-\$2,871	0

Police - Code Enforcement & Animal Control

Supplies Added funding to reflect actual costs	\$372	\$372	0
Postage Added funding to reflect actual costs	\$292	\$292	0
Fuel & Lube Added funding to project increase in costs of fuel.	\$412	\$412	0
Maintenance - Vehicles Added funding due to Increase in vehicle maintenance requirements (preventative and actual) because of aging vehicles.	\$1,048	\$1,048	0
Travel & Training Added funding due to increased cost in tuition and lodging for annual training.	\$285	\$285	0
Police - Code Enforcement & Animal Control Total	\$2,409	\$2,409	0

General Fund	FY 2019 Change	Recurring Amount	New Positions
Police - Emergency Management			
Supplies Added funding to reflect actual costs	\$780	\$780	0
Incident Supplies Added funding for supplies needed to stock the shelter as an Emergency Shelter	\$29,950	\$29,950	0
Equipment Added funding for unforeseen needs for EOC	\$1,500	\$1,500	0
Computer Equipment Added funding for unforeseen needs for EOC	\$800	\$800	0
Fuel Added funding to project increase in costs of fuel.	\$350	\$350	0
Communications Added funding for operating cost of running the Shelter/Senior Center	\$2,820	\$2,820	0
Utilities Added funding for operating cost of running the Shelter/Senior Center	\$5,000	\$5,000	0
Professional Services Added funding for Partnership with Bastrop County Long Term Recovery - funded by BP&L	\$10,000	\$10,000	0
Travel & Training Added funding to conduct quarterly trainings for staff	\$1,750	\$1,750	0
Police - Emergency Management Total	\$52,950	\$52,950	0
Police - Criminal Investigations			
Office Equipment Reduce funding to reflect actual costs	-\$250	-\$250	0
Evidence Transferred funding from Police Administration so all evidence items can be accounted for in same account.	\$2,507	\$2,507	0
Fuel & Lube Added funding to project increase in costs of fuel.	\$450	\$450	0
Maintenance - Computers Moved computer repairs to I.T. budget	-\$200	-\$200	0

General Fund	FY 2019 Change	Recurring Amount	New Positions
Maintenance - Vehicles Added funding due to Increase in vehicle maintenance requirements (preventative and actual) because of aging vehicles.	\$1,836	\$1,836	0
Uniforms Reduce funding to reflect actual costs	-\$495	-\$495	0
Advertising Added funding to reflect actual costs	\$300	\$300	0
Dues, Subscriptions, & Publications Added funding for the increase in number of investigative inquiries conducted through Lexus Nexus.	\$700	\$700	0
Police - Criminal Investigations Total	\$4,848	\$4,848	\$0

Police - Patrol

Supplies Added funding to reflect actual costs	\$126	\$126	0
Office Equipment Reduce funding to reflect actual costs	-\$525	-\$525	0
Special Printing Added funding to reflect actual costs	\$322	\$322	0
Fuel Added funding to project increase in costs of fuel.	\$10,464	\$10,464	0
Maintenance - Vehicles Added funding due to Increase in vehicle maintenance requirements (preventative and actual) because of aging vehicles.	\$5,640	\$5,640	0
Uniforms Added funding to cover two (2) new Senior Officer positions	\$2,823	\$2,823	0
Travel & Training Added funding to cover two (2) new Senior Officer positions, decrease in line item	\$300	\$300	0
Police - Patrol Total	\$19,150	\$19,150	\$0

Police - Crime Prevention

Supplies Added funding for additional supplies to promote community relations	\$2,300	\$2,300	0
---	---------	---------	---

General Fund	FY 2019 Change	Recurring Amount	New Positions
Special Printing Added funding for additional supplies to promote community relations	\$2,325	\$2,325	0
Fuel Added funding to project increase in costs of fuel.	\$1,450	\$1,450	0
Maintenance - Vehicles Added funding due to increase in vehicle maintenance requirements (preventative and actual) because of aging vehicles.	\$2,440	\$2,440	0
Uniforms Added funding to reflect actual costs	\$1,577	\$1,577	0
Travel & Training Added funding for increased number of conferences attending for professional development	\$2,100	\$2,100	0
Police - Crime Prevention Total	\$12,192	\$12,192	\$0
Fire			
Safety Supplies Added funding to reflect actual costs	\$570	\$570	0
Small Equipment Moved to equipment line item	-\$1,350	-\$1,350	0
Special Clothing Added funding to cover additional position	\$980	\$980	0
Equipment Moved from small equip. and small tools to consolidate them here, reduced budget overall	\$890	\$890	0
Protective Gear Added funding to cover additional position	\$3,400	\$3,400	0
Small Tools Moved to equipment line item	-\$1,700	-\$1,700	0
Fuel Added funding to project increase in costs of fuel.	\$4,500	\$4,500	0
Maintenance - Equipment Added funding due to increase in maintenance requirements (preventative and actual) because of aging equipment	\$4,800	\$4,800	0
Maintenance - Vehicles Added funding for increase in vehicle maintenance requirements (preventative and actual) because of aging vehicles.	\$900	\$900	0

General Fund	FY 2019 Change	Recurring Amount	New Positions
Communications Added funding due to Tower rental increased	\$1,782	\$1,782	0
Utilities Added funding to reflect actual costs	\$1,000	\$1,000	0
Uniforms Reduced funding to reflect alignment of needs	-\$3,390	-\$3,390	0
Vehicle/Equip Replacement Fee Reduced funding due to adjustment to life of the assets in VERF fund reducing the lease payment due	-\$21,106	-\$21,106	0
Travel & Training Added funding to cover additional position	\$1,000	\$1,000	0
Dues & Subscriptions Added funding to account for additional memberships	\$2,500	\$2,500	0
Special Events Reduced funding since utilizing designated funds	-\$2,250	-\$2,250	0
Equipment - Capital Outlay Added funding for Radio replacement program	\$11,000	\$11,000	0
Police - Fire Total	\$3,526	\$3,526	\$0

Municipal Court

Supplies Reduced funding to reflect actual costs	-\$3,700	-\$3,700	0
Postage Reduced funding to reflect actual costs	-\$1,700	-\$1,700	0
Office Equipment Eliminated funding until a specific need is identified	-\$4,500	\$0	0
Maintenance Agreements Added funding for carryover of old software for backup through conversion	\$1,200	\$0	0
Communication Reduced funding to reflect actual costs	-\$1,300	-\$1,300	0
Utilities Reduced funding to reflect actual costs	-\$500	-\$500	0
Professional Services Moved Prosecutor to Legal Services	-\$16,400	-\$16,400	0
Jury Expense Reduced funding to reflect actual costs	-\$550	-\$550	0

General Fund	FY 2019 Change	Recurring Amount	New Positions
Legal Services Moved Prosecutor expense to this line item and increased for actual cost	\$24,000	\$24,000	0
Debt Collection Services Reduced funding due to Third party collector not performing as expected	-\$1,500	-\$1,500	0
Teen Court Administrator Reduced funding to reflect actual costs	-\$1,000	-\$1,000	0
Travel and Training Reduced funding to reflect actual costs	-\$1,500	-\$1,500	0
Dues, Subscriptions, & Publications Reduced funding to reflect actual costs	-\$171	-\$171	0
Equipment Rental Reduced funding to reflect actual costs	-\$550	-\$550	0
			0
Municipal Court Total	-\$8,171	-\$4,871	\$0

Development Services-Planning & Zoning

Office Equipment Eliminated funding until a specific need is identified	-\$1,700	\$0	0
Special Printing Reduced funding to reflect actual costs	-\$300	-\$300	0
Equipment/Software Maintenance Added funding for annual fees for additional modules	\$1,300	\$1,300	0
Professional Services Reduced third party inspection fees with new position	-\$56,000	-\$56,000	0
Advertising Added funding due to more development activity	\$1,000	\$1,000	0
Travel & Training Added funding due to increased number of conference attending for professional development	\$5,254	\$5,254	0
Dues & Subscriptions Added funding to reflect actual costs	\$1,050	\$1,050	0
Development Services-Planning & Zoning Total	-\$38,288	-\$33,288	\$0

Development Services-Engineering & Dev.

Supplies Added funding to reflect actual costs	\$1,200	\$1,200	0
--	---------	---------	---

General Fund	FY 2019 Change	Recurring Amount	New Positions
Special Printing Added funding for new cards, etc. for new staff position	\$300	\$0	0
Fuel Reduced funding to reflect actual cost. We anticipate this going back up once we are fully staffed.	-\$1,000	\$0	0
Equipment/Software Maintenance Added funding for annual fees for additional modules	\$3,000	\$3,000	0
Maintenance - Vehicles Added funding for increase in vehicle maintenance requirements (preventative and actual) because of aging vehicles.	\$1,000	\$1,000	0
Professional Services Added funding for utilizing third party engineering to assist as needed	\$65,000	\$65,000	0
Uniforms Added funding to reflect actual costs	\$500	\$0	0
Travel & Training Added funding for training for new staff position	\$1,000	\$1,000	0
Dues & Subscriptions Added funding for additional memberships for new staff position	\$1,345	\$1,345	0
Computer Updates-Training Eliminated funding until a specific need is identified	-\$3,000	\$0	0
Development Services-Eng. & Dev. Total	\$69,345	\$72,545	\$0

Public Works - Administration

Supplies Added funding to reflect actual costs	\$2,500	\$2,500	0
Postage Reduced funding to reflect actual costs	-\$300	-\$300	0
Office Equipment Eliminated funding until a specific need is identified	-\$200	\$0	0
Computer Equipment Moved to IT budget	-\$1,000	-\$1,000	0
Safety/First Aid Added funding to reflect actual costs	\$900	\$900	0
Mosquito Supplies Moved to Parks budget	-\$3,700	-\$3,700	0
Chemicals Moved to Parks budget	-\$800	-\$800	0

General Fund	FY 2019 Change	Recurring Amount	New Positions
Sidewalks Moved to Street & Drainage Division	-\$2,500	-\$2,500	0
Utilities Added funding to reflect actual costs	\$4,800	\$4,800	0
Professional Services Added funding for unforeseen projects	\$13,157	\$13,157	0
Vehicle/Equip Replacement Fee Reduced funding due to adjustment to life of the assets in VERF fund reducing the lease payment due	\$12,084	\$12,084	0
Equipment Rental Moved to Streets & Drainage Division	-\$2,500	-\$2,500	0
Public Works - Administration Total	\$22,441	\$22,641	\$0

Public Works - Streets & Drainage

Equipment Added funding to purchase a piece of equipment to increase work efficiency	\$3,125	\$0	0
Fuel Reduced funding to adjust to Historical actual	-\$5,600	-\$5,600	0
Streets & Signs Added funding to support the New Adopt-a-Street program and increase sign inventory	\$3,125	\$3,125	0
Streets & Bridges Moved the majority of these costs into the Street Maintenance Fund	-\$90,005	-\$90,005	0
Equipment Maintenance Added funding to adjust to Historical actual	\$11,000	\$11,000	0
Vehicle Maintenance Reduced funding to adjust to Historical actual	-\$3,000	-\$3,000	0
Drainage Reduced funding based on historical actuals	-\$2,900	-\$2,900	0
Public Works - Streets & Drainage Total	-\$84,255	-\$87,380	\$0

Public Works - Parks

Supplies Reduced funding to reflect actual costs	-\$3,400	-\$3,400	0
Safety/First Aid Reduced funding to reflect actual costs	-\$1,600	-\$1,600	0
Irrigation Supplies	\$500	\$500	0

General Fund	FY 2019 Change	Recurring Amount	New Positions
Added funding to cover aging systems			
Janitorial Supplies Added funding to reflect actual costs	\$500	\$500	0
Fuel Added funding to project increase in costs of fuel.	\$2,000	\$2,000	0
Equipment Maintenance Added funding to reflect actual costs	\$1,000	\$1,000	0
Vehicle Maintenance Reduced funding based on historical actuals	-\$3,500	-\$3,500	0
Little League Park Exp Added funding for addition of concrete slabs for bleachers	\$1,600	\$0	0
Riverwalk Maintenance Added funding to replace damaged overlook	\$3,500	\$0	0
Industrial Park Maintenance Eliminated this funding due to EDC contracting this out to third party now	-\$1,000	\$0	0
Communication Added funding to reflect actual costs	\$720	\$720	0
Utilities Added funding to reflect actual costs	\$2,500	\$2,500	0
Professional Services Eliminated funding due to FY 2018 having special projects that were not recurring	-\$117,072	\$0	0
Vehicle/Equip Replacement Fee Reduced funding due to adjustment to life of the assets in VERF fund reducing the lease payment due	\$1,921	\$1,921	0
Public Works - Parks Total	-\$112,331	\$641	\$0

Public Works - Building Maintenance

Supplies Reduced funding to reflect actual costs	-\$600	-\$600	0
Safety/First Aid Reduced funding to reflect actual costs	-\$250	-\$250	0
Janitorial Supplies Added funding due to consolidated all supplies into this department	\$11,600	\$11,600	0
Equipment Maintenance Added funding to reflect actual costs	\$500	\$500	0
Building Maintenance Added funding due to consolidated all facility maintenance into this department	\$7,170	\$7,170	0

General Fund	FY 2019 Change	Recurring Amount	New Positions
Communications Added funding to reflect actual costs	\$300	\$300	0
Uniforms Added funding to reflect actual costs	\$300	\$300	0
Vehicle/Equip Replacement Fee Reduced funding due to adjustment to life of the assets in VERF fund reducing the lease payment due	-\$1,873	-\$1,873	0
Travel & Training Added funding to this line item for maintenance training	\$1,000	\$1,000	0
Public Works - Building Maintenance Total	\$18,147	\$18,147	\$0
Library			
Supplies Added funding to reflect actual costs	\$1,800	\$1,800	0
Office Equipment Eliminated funding until a specific need is identified	-\$1,900	-\$1,900	0
Equipment Maintenance Reduced funding to reflect actual costs	-\$300	-\$300	0
Communications Reduced funding to reflect actual costs	-\$600	-\$600	0
Utilities Added funding to reflect actual costs	\$500	\$500	0
Travel & Training Reduced funding to reflect actual costs	-\$600	-\$600	0
Library Total	-\$1,100	-\$1,100	\$0
TOTAL GENERAL FUND	\$166,578	\$288,125	\$0



BASTROPTX
Heart of the Lost Pines
Est. 1832

This page is intentionally left blank.

Department Base Adjustments



FY 2019 Proposed Program Changes

Hospitality & Downtown	FY 2019 Change	Recurring Amount	New Positions
-----------------------------------	-----------------------	-------------------------	----------------------

Bastrop Art in Public Places

Supplies Reduce funding to reflection actual costs	-\$150	-\$150	0
Maintenance of Equipment Moved cleaning of Art from Contracted Services	\$5,000	\$5,000	0
Professional Services Moved from Contracted services line item to reflect accurately	\$35,000	\$35,000	0
Advertising Reduce funding to reflect actual costs	-\$2,500	-\$2,500	0
Bastrop Art in Public Places Total	\$37,350	\$37,350	0

Convention Center

Supplies Added funding due to the increased customer service, the center provides such as table linens, snack stations etc.	\$9,800	\$9,800	0
Postage Added funding due to increased attendance at Farm Street Opry, Western Swing, and Red, White & You	\$200	\$200	0
Janitorial Supplies Added funding due to increased usage of the facility which creates additional cleaning needs	\$10,496	\$10,496	0
Equipment Added funding due to increased usage of the facility which creates additional equipment needs	\$3,500	\$3,500	0

Hospitality & Downtown	FY 2019 Change	Recurring Amount	New Positions
Small Tools Added funding for additional equipment needed due to increased usage	\$250	\$250	0
Fuel Reduced funding to reflecting actual costs	-\$250	-\$250	0
Legal Moved to Organizational HOT Fund to consolidate all fees in one place	-\$3,500	-\$3,500	0
Admin Support Reduced funding due to adjustment to overhead allocation to the General Fund	-\$31,549	-\$31,549	0
Advertising Reduced funding due to Visit Bastrop's contract requires advertising and marketing the Center so we have been able to let go of several commitments	-\$15,500	-\$15,500	0
Contingency Eliminated funding, no longer needed	-\$5,000	-\$5,000	0
Convention Center Total	-\$31,553	-\$31,553	0
Main Street Program			
Forms Added funding for printing the Downtown Guide since Visitor's Guide will not be printed by Visit Bastrop	\$2,450	\$2,450	0
Sponsored Events Reduced funding only events organized by Main Street	-\$137,200	-\$137,200	0
Community Event Support Increased funding for Juneteenth, Christmas Lighting, Homecoming, Patriotic Festival (Homecoming & Juneteenth moved to this line item for FY 19)	\$175,000	\$175,000	0
Legals Moved to Organizational	-\$300	-\$300	0
Insurance Reflection of Actual Costs	-\$600	-\$600	0
Main Street Program Total	\$39,350	\$39,350	0
Multi-Media Department			

Hospitality & Downtown	FY 2019 Change	Recurring Amount	New Positions
Supplies Eliminate funding moved to PEG	-\$1,100	-\$1,100	0
Fuel & Lube Eliminate fund Vehicle belongs to IT Department	-\$500	-\$500	0
Communications Increase funding for Additional Staff and Emergency Management Data & Cellular Devices	\$2,900	\$2,900	0
Utilities Reduce funding based on actual costs	-\$880	-\$880	0
Travel & Training Reduce funding based on actual costs	-\$1,850	-\$1,850	0
Dues, Subscriptions, & Publications Increase funding for Media Directory Database, TAMIO, TATANO	\$7,150	\$7,150	0
Multi-Media Department Total	\$5,720	\$5,720	0

Organizational

Professional Services Reduced funding as budgeted as needed based on projects	-\$12,326	\$0	0
Legal Reduced funding and moved from Convention Center	\$2,000	\$2,000	0
Organization Funding Reduced funding as moved to either Visit Bastrop (event funding) or to community partnership in various other city departments	-\$101,455	\$0	0
Destination Marketing Corp Funding reduced due to application of contract terms	-\$329,093	\$0	0
Special Event Expense Funding reduced and this line item was over budgeted in FY 2018	-\$32,835	\$0	0
Opportunity Funds Funding reduced as this line item adjusted to comply with Fund Balance requirement policy	-\$14,043	\$0	0
Organizational Total	-\$487,752	\$2,000	0

Special Events & Reservations

Hospitality & Downtown	FY 2019 Change	Recurring Amount	New Positions
Personnel Costs Funding reduced by true allocation to HOT Fund	-\$7,920	-\$7,920	0
Supplies Funding increased in reflection of Actual Costs	\$150	\$150	0
Postage Funding reduced as actual costs are absorbed in other departments	-\$100	-\$100	0
Office Equipment Funding reduced in reflection of actual costs	-\$1,000	-\$1,000	0
Fuel & Lube Funding reduced as there is no vehicle in this department	-\$100	-\$100	0
Equipment & Software Maintenance Funding reduced as reflection of actual costs	-\$200	-\$200	0
Communications Funding increased as reflection of actual costs	\$150	\$150	0
Travel & Training Funding increased duties requires broader training needs	\$500	\$500	0
Uniforms Funding reduced in reflection of actual costs	-\$100	-\$100	0
Dues, Subscriptions, & Publications Eliminated as no longer need Recreation membership	-\$200	-\$200	0
Recreation Programs Reduced funding as YMCA taking over Summer Camp and Movies in the Park	-\$5,000	-\$5,000	0
Equipment Rental Funding reduced in reflection of actual costs	-\$500	-\$500	0
Special Events & Reservations Total	-\$14,320	-\$14,320	0
TOTAL HOT FUND	-\$451,205	\$38,547	

Department Base Adjustments



FY 2019 Proposed Program Changes

Water Wastewater Fund	FY 2019 Change	Recurring Amount	New Positions
Administration			
Supplies Reduce funding to reflect actual cost	-\$500	-\$500	0
Office Furniture Reduce funding as office equipment is not needed.	-\$5,900	-\$5,900	0
Conservation Program Reduce funding as there is a surplus of supplies.	-\$1,750	-\$1,750	0
Computer Maintenance/Upgrade Added funding for new Laptop.	\$2,000	\$0	0
Building Maintenance Added funding to reflect actual costs	\$500	\$500	0
Vehicle Maintenance & Repair Reduce funding to reflect 3yr. Average	-\$3,500	-\$3,500	0
Professional Services Added funding for minor engineering work not associated with a project.	\$5,000	\$5,000	0
Uniforms Added funding to replace items not covered by contract i.e. Rain suits, T-shirts, Hats etc....	\$1,000	\$1,000	0
Legal Services Added funding to reflect actual expense in FY 18	\$24,460	\$0	0
Administrative Support Added funding for administrative support provided by General fund and Multi-Media department	\$41,822	\$41,822	0
Travel & Training Reduced funding as licenses were recently renewed.	-\$8,000	-\$8,000	0

Water Wastewater Fund	FY 2019 Change	Recurring Amount	New Positions
Transfer Out-Debt Service Fund Added funding to cover current and anticipated future bond payments	\$446,118	\$621,193	0
Capital Reserve Fund Added funding to cover ongoing capital costs associated with the system	\$125,000	\$125,000	0
Water Wastewater Administration Total	\$626,250	\$774,865	0

W/WW Distribution & Collection

New Meters Added funding due to continued development in service area	\$6,408	\$6,408	0
Small Tools Added funding to replace worn out tools	\$1,500	\$1,500	0
Fuel and Lube Added funding to project increase in fuel prices.	\$7,816	\$7,816	0
System Maintenance Added funding to reflect new fencing around Lift stations and well sites. Marking paint and traffic control	\$3,990	\$3,990	0
Equipment Maintenance Added funding for maint. on Vac Truck/Meter Calibration/Fire Hydrant repair	\$3,995	\$3,995	0
Uniforms Added funding for items not covered under contract i.e. Caps, T-shirts & Rain suits.	\$500	\$500	0
Vehicle Equip. Replacement fee Reduced funding for adjusted life on asset reducing the lease payment due	-\$3,201	-\$3,201	0
Travel and Training Added funding for additional training for technicians	\$500	\$500	0
Improvements Distribution/Collection Reduced funding as project is completed.	-\$20,000	\$0	0
Equipment Capital Outlay Reduce funding based on need	-\$15,000	\$0	0

Water Wastewater Fund	FY 2019 Change	Recurring Amount	New Positions
Elevated Storage Tank Moved funding to Capital improvement fund. Estimated completion 2020	-\$1,645,000	\$0	0
W/WW Distribution & Collection Total	-\$1,658,492	\$21,508	0

Water Production & Treatment

Chemicals Added funding to reflect actual cost. Polyphosphates increase to prevent corrosion	\$37,000	\$37,000	0
Small Tools Added funding in small equipment that need maintenance.	\$1,286	\$1,286	0
Fuel & Lube Added funding as projected increase in fuel cost.	\$1,340	\$1,340	0
System Maintenance Reduced funding due to FY 18 having large maintenance projects that are not reflected in FY 19 budget	-\$228,872	-\$228,872	0
Equipment Maintenance Added funding for maintenance of wells D & G.	\$24,695	\$24,695	0
Professional Services Added funding due to increased TCEQ Fees.	\$4,167	\$4,167	0
Lab Fees Added funding for sampling required by TCEQ	\$7,349	\$7,349	0
Pumping Fees Added funding for increased fees due to adding 2,000 Ac.Ft at XS Ranch.	\$4,864	\$4,864	0
Travel & Training Added funding for additional training for Plant Operators.	\$1,680	\$1,680	0
Improvements Reduced funding as no plant improvements scheduled for FY 19	-\$10,644	\$0	0
Water Production & Treatment Total	-\$157,135	-\$146,491	0

WW Treatment Plant

Chemicals Added funding as increase in influent requires an increase in chemicals.	\$1,450	\$1,450	0
Small Tools Added funding for additional tools needed.	\$1,900	\$1,900	0
Fuel & Lube Added funding for projected increase in costs of fuel.	\$1,760	\$1,760	0

Water Wastewater Fund	FY 2019 Change	Recurring Amount	New Positions
Vehicle Maintenance Added funding to replace crane on Utility Truck.	\$3,500	\$3,500	0
Vehicle/Equipment Replacement Added funding due to additional vehicle participating in the VERF fund	\$1,180	\$1,180	0
Travel & Training Added funding for additional Wastewater Operators classes.	\$1,680	\$1,680	0
WW Treatment Plant Total	\$11,470	\$11,470	0
Water/Wastewater Fund Totals	-\$1,177,907	\$661,352	0

Department Enhancements



FY 2019 Proposed Program Changes

Bastrop Power & Light	Amount of Change in FY 2019	Recurring Amount	New Positions
Additional Special Projects funding Added funding for Community Partners and Development projects	\$274,625	\$0	0
Bastrop Power & Light Total	\$274,625	\$0	\$0



BASTROPTX
Heart of the Lost Pines
Est. 1832

This page is intentionally left blank.

Department Enhancements



FY 2019 Proposed Program Changes

General Fund	Amount of Change in FY 2019	Recurring Amount	New Positions
City Manager			
<p>Add Part-Time Receptionist Added funding for new position that will greet the public and offer clerical assistance allowing the other staff to work on records management tasks</p>	\$21,811	\$21,811	1.0
<p>New Community/Council Liaison Position Adding funding for new position to manage the City calendar and citizen concerns, communicating with Council while supporting contract procurement and compliance.</p>	\$67,000	\$67,000	1.0
City Manager Total	\$88,811	\$88,811	2.0
Human Resources			
<p>Annual Maintenance for Personnel on-boarding Adding funding for additional maintenance fees for Neogov. Our new on-boarding software</p>	\$8,803	\$8,803	0
Human Resources Total	\$8,803	\$8,803	0
Information Technology			
<p>Enhanced software for Library's Public Computers Added funding for maintenance for software updates and technical support for the virtual desktop software for the Library with VMWare.</p>	\$7,700	\$7,700	0
<p>Additional Training Conference Added funding to attend the Tyler Connect Conference for both IT Staff Members - Tyler is who we get most of our software to run the City from</p>	\$2,000	\$2,000	0

General Fund	Amount of Change in FY 2019	Recurring Amount	New Positions
Utilities Adding funding for enhanced security system for City Hall and Convention Center.	\$1,000	\$1,000	0
Information Technology Total	\$10,700	\$10,700	0

Police Administration

Increase Part-Time Records Clerk to Full-Time Added funding for an additional half time Records Clerk due to increased records retention responsibilities imposed by the Michael Morris Act.	\$30,358	\$30,358	0.5
New RMS software maintenance Added funding for the additional maintenance fees for Tyler Technologies CAD/RMS over what our old software cost annually.	\$5,510	\$5,510	0
New Satellite Phones Added funding for two (2) satellite phones as an alternate means of communication for Emergency Management.	\$2,000	\$2,000	0
Event Security from Outside Agencies Added funding for security at events that are not covered by Hotel Occupancy Funds for outside agency officers.	\$1,000	\$1,000	0
Police Administration Total	\$38,868	\$38,868	0.5

Police - Criminal Investigations

Additional Crime Scene Equipment Added funding for crime scene lighting, Ipads, crime scene mapping software, and reference materials.	\$3,514	\$3,514	0
Specialized Training Added funding for additional training pertaining to death and sexual assault investigations.	\$1,000	\$1,000	0
Police - Criminal Investigations Total	\$4,514	\$4,514	0

General Fund	Amount of Change in FY 2019	Recurring Amount	New Positions
Police - Patrol			
Two (2) Senior Officers Added funding for two (2) new senior officers for night shift. This shift does not always have coverage due to training, sick or vacation leave.	\$178,714	\$178,714	2.0
Equipment associated with New Positions Added funding for the equipment associated with adding Two (2) new Senior Officer positions (equipment includes uniforms, firearms, radio, body camera, leather gear, and tazer) Ammunition and target practice is recurring	\$18,602	\$2,875	0
Police - Patrol Total	\$197,316	\$181,589	2.0
Fire			
Additional Day Staff Personnel Added funding for one extra day staff position 12 hours a day/7 days a week	\$65,700	\$65,700	2.1
Fire Total	\$65,700	\$65,700	2.1
Municipal Court			
New Court Software maintenance Added funding for additional maintenance fees for Tyler Technologies Court software over the old software cost	\$8,000	\$8,000	0
Municipal Court Total	\$8,000	\$8,000	0
Development Services-Planning & Zoning			
New Planner Position Adding funding for new staff position to work on getting all planning and zoning documents into electronic form and organized appropriately.	\$73,685	\$73,685	1.0
Development Services-Planning & Zoning Total	\$73,685	\$73,685	1.0
Development Services-Engineering & Development			

General Fund	Amount of Change in FY 2019	Recurring Amount	New Positions
New Building Inspection Position Added funding to create new position due to the need to bring this position in house to increase the quality of inspections being performed.	\$69,358	\$69,358	1.0
Development Services-Engineering & Dev. Total	\$69,358	\$69,358	1.0
Public Works - Parks			
New Equipment for Dog Park Added funding to purchase Agility equipment for the park	\$4,500	\$0	0.0
Public Works - Parks Total	\$4,500	\$0	0.00
Library			
Books Added funding to Increase funds available for purchase of books	\$5,450	\$5,450	0.0
New Copier lease Added funding for New Copier lease, owned copier is in need of replacement	\$3,600	\$3,600	0.0
Library Total	\$9,050	\$9,050	0.00
TOTAL GENERAL FUND	\$579,305	\$559,078	8.60

Department Enhancements



FY 2019 Proposed Program Changes - HOT Fund

Hospitality & Downtown	Amount of Change in FY 2019	Recurring Amount	New Positions
Bastrop Art in Public Places			
Administrative Support Adds funding to cover actual cost of Multi-media Staff Support for BAIPP Programs. Reflection of Actual costs.	\$16,082	\$16,082	0
Contracted Services Reduces funding in this line item to reflect spending.	-\$60,850	-\$60,850	0
Special Projects Moves funding from Contracted Services line item to accurately reflect in correct line item.	\$9,920	\$9,920	0
Contingency Adds funding to implement findings in Cultural Arts Master Plan, which is expected to be completed in early 2019.	\$50,000	\$0	0
Bastrop Art in Public Places	\$15,152	-\$34,848	0
Convention Center			
Grounds Maintenance Adding funding for contract Grounds Maintenance.	\$23,000	\$23,000	0
Pay Increase for Farm Street Opry Performers Adds funding for pay increase for monthly Farm Street Opry Show Performers.	\$6,354	\$6,354	0
Convention Center Totals	\$29,354	\$29,354	0

Hospitality & Downtown	Amount of Change in FY 2019	Recurring Amount	New Positions
Main Street Program			
Assistant Main Street Director Adds funding for Assistant Main Street Director to provide volunteer coordination, Special Events planning, update communications, and advocate for Main Street businesses.	\$68,672	\$68,672	1
Work Station for Additional Personnel Adds funding for office furniture and equipment for new position.	\$3,500	\$0	0
Mobile Device Costs Adds funding for mobile communication costs for new position.	\$800	\$800	0
Social Media Contract Adds funding for additional support for website and social media support.	\$5,900	\$5,900	0
Promotional Activities Adds funding for retail recruitment and retention efforts.	\$6,550	\$6,550	0
Business Development Adds funding to support Recruitment, Training and Retention Efforts.	\$5,000	\$5,000	0
Travel and Training Adds funding for additional position to meet Main Street Contract requirements.	\$5,200	\$5,200	0
Dues & Subscriptions Adds funding for additional position to meet Main Street Contract requirements.	\$985	\$985	0
Downtown Beautification Projects Beautification.	\$7,520	\$7,520	0
Main Street Program Totals	\$104,127	\$100,627	1

Hospitality & Downtown	Amount of Change in FY 2019	Recurring Amount	New Positions
-----------------------------------	--	-----------------------------	----------------------

Multi-Media Department

**Digital Marketing Manager & Portion of
Hospitality & Downtown Director Position**

Adds funding for Digital Marketing Manager to oversee website and social media content. Adds 15% of Hospitality & Downtown Director Position to be reimbursed by General Fund.

\$103,917	\$103,917	1
-----------	-----------	---

Mobile Device Costs

Adds funding for additional staff to have cellular devices and "Hot Spots" to provide access to data during Emergency Management events.

\$2,900	\$2,900	0
---------	---------	---

Media Related Professional Services

Adds funding for design, voiceover, and photography services.

\$5,800	\$5,800	0
---------	---------	---

Social Media & Community Engagement

Adds funding to boost Social Media posts, advertise with Influencers, and support Community Engagement efforts.

\$6,000	\$6,000	0
---------	---------	---

Overhead Allocation

Adds funding from Water/Wastewater Fund, BP&L Fund, BAIPP & Convention Center for support of Citywide Storytelling activities.

-\$64,328	-\$64,328	0
-----------	-----------	---

Multi-Media Department	\$54,289	\$54,289	1
-------------------------------	-----------------	-----------------	----------

Special Events & Reservations

YMCA Recreational Programming

Moves State Park Pool Funding from W/WW & BP&L, adds funding for additional YMCA recreational services, and adds funding for Keep Bastrop County Beautiful programs.

\$52,800	\$52,800	0
----------	----------	---

Special Events & Reservations	\$52,800	\$52,800	0
--	-----------------	-----------------	----------

Hotel Occupancy Fund Total	\$255,722	\$202,222	2
-----------------------------------	------------------	------------------	----------



BASTROPTX
Heart of the Lost Pines
Est. 1832

This page is intentionally left blank.

Department Enhancements



FY 2019 Proposed Program Changes

Water Wastewater Fund	Amount of Change in FY 2019	Recurring Amount	New Positions
Administration			
New Trucks Added funding for New Water/Wastewater Vehicles for Plant Operators & W/WW Technicians	\$117,000	\$0	0
Water Wastewater Administration Total	\$117,000	\$0	0
Water/Wastewater Fund Totals	\$117,000	\$0	0



BASTROPTX
Heart of the Lost Pines
Est. 1832

This page is intentionally left blank.



BP&L Fund

BP&L Fund

BP&L Fund Summary.	97
Revenue Summary.	101
Expenditure Summary.	102



BASTROPTX
Heart of the Lost Pines
Est. 1832

This page is intentionally left blank.



Provide safe, reliable electric service to the citizens of Bastrop, Texas in a cost-effective, efficient manner through careful maintenance, and thoughtful capital improvements to the system.



BP&L Fund Summary



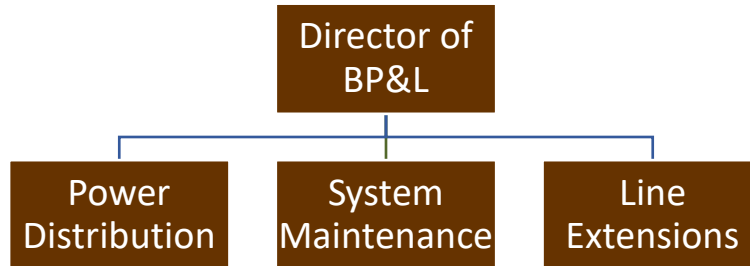
BASTROPTX
Heart of the Lost Pines
Est. 1832

This page is intentionally left blank.

Department Description

Bastrop Power & Light (BP&L) Fund is utilized to account for the financial activities related to the provision of electricity services to residents in the BP&L service territory. BP&L is responsible for the City's 7200-volt electric distribution system. There are 41.4 miles of overhead electrical lines and 4.8 miles of underground electrical lines, which provide services to approximately 2,735 customers. Lower Colorado River Authority (LCRA) generates the electricity purchased by BP&L, acts as the liaison to the Electric Reliability Council of Texas (ERCOT) on behalf of BP&L, and provides engineering studies and infrared and visual inspections that helps pinpoint required system maintenance. LCRA also provides mutual assistance during disasters providing manpower and equipment, when needed.

Organizational Chart



Goals and Objectives for FY 2019

- Maintain system reliability of 99.996% or better.
- Complete system maintenance according to LCRA Annual Engineering Study.
- Complete line extensions in a timely manner.

Recent Accomplishments for FY 2018

- ✓ Complete all work orders same day and within a couple of hours of receipt.

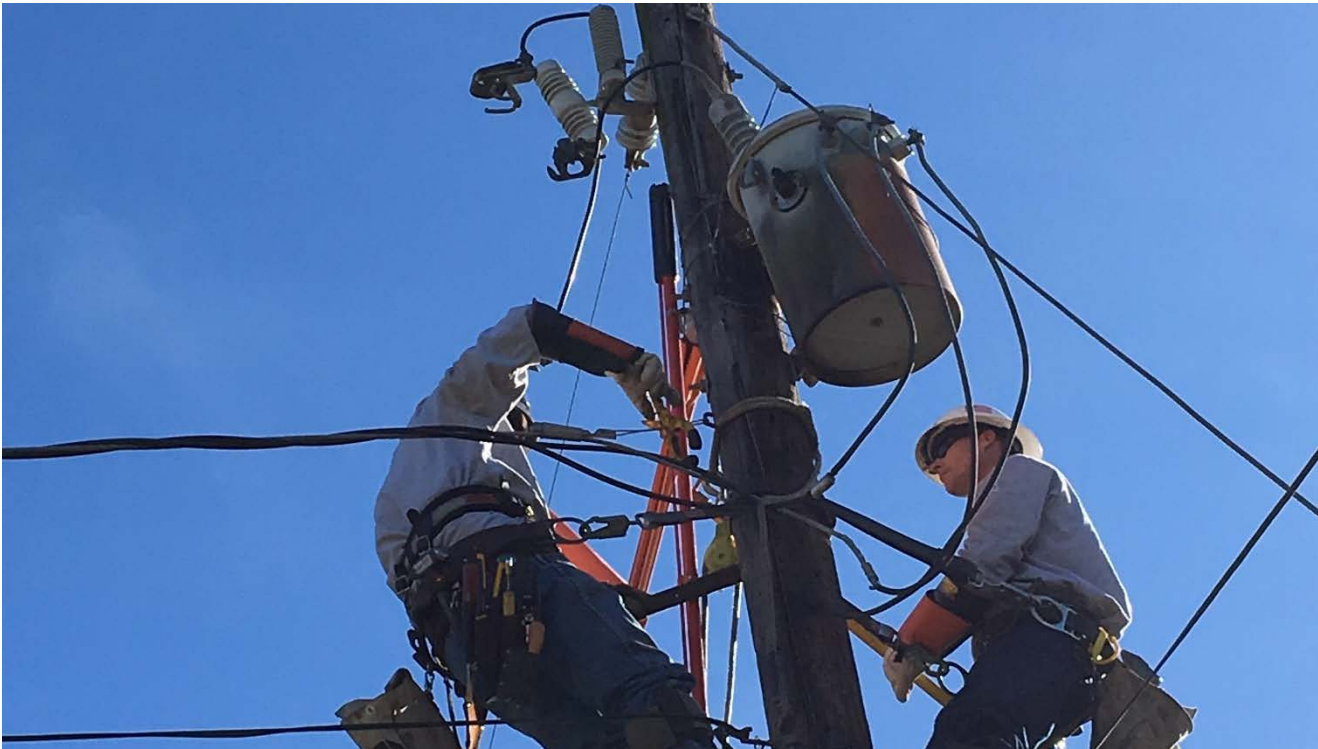
BP&L Fund Summary

BP&L Fund Summary

	ACTUAL	ORIG BUDGET	ESTIMATE	PROPOSED	PLANNING
	FY-17	FY-18	FY-18	FY-19	FY-20
BEGINNING FUND BALANCE	\$ 4,069,439	\$ 4,254,644	\$ 4,254,644	\$ 4,072,418	\$ 3,600,680
Electric Sales	\$ 6,871,072	\$ 7,157,696	\$ 7,111,746	\$ 7,280,740	\$ 7,452,540
Service Fees	\$ 31,687	\$ 30,000	\$ 32,000	\$ 32,300	\$ 32,600
Extension Fees	\$ 131,055	\$ 80,000	\$ 127,000	\$ 335,000	\$ 330,000
Pole Attachment	\$ 7,865	\$ 8,000	\$ 7,865	\$ 8,000	\$ 8,000
Interest	\$ 43,920	\$ 40,000	\$ 55,000	\$ 56,000	\$ 57,000
Other	\$ 19,138	\$ 8,000	\$ 34,000	\$ 9,000	\$ 9,000
Total Revenues	\$ 7,104,737	\$ 7,323,696	\$ 7,367,611	\$ 7,721,040	\$ 7,889,140
Total Resources	\$ 11,174,176	\$ 11,578,340	\$ 11,622,255	\$ 11,793,458	\$ 11,489,820
Operating Expense	\$ 5,711,607	\$ 6,132,659	\$ 5,924,761	\$ 6,152,910	\$ 6,327,456
Debt Service	\$ 156,826	\$ 157,995	\$ 159,196	\$ 160,493	\$ 159,847
Community Support	\$ 90,091	\$ 155,930	\$ 155,930	\$ 104,800	\$ 100,000
Line Extensions			\$ 72,000	\$ 183,000	\$ 170,000
System Study Improvements	\$ 178,258	\$ 395,000	\$ 230,000	\$ 250,000	\$ 250,000
Transfer out - GF (lieu of taxes)	\$ 707,750	\$ 557,750	\$ 557,750	\$ 557,750	\$ 557,750
Transfer out - Special Projects	\$ -	\$ 409,200	\$ 350,200	\$ 683,825	\$ 175,000
Transfer out - VERF	\$ 75,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
Total Operating Expenditures	\$ 6,919,532	\$ 7,908,534	\$ 7,549,837	\$ 8,192,778	\$ 7,840,053
NET INCOME (LOSS)	\$ 185,205	\$ (584,838)	\$ (182,226)	\$ (471,738)	\$ 49,087
ENDING FUND BALANCE	\$ 4,254,644	\$ 3,669,806	\$ 4,072,418	\$ 3,600,680	\$ 3,649,767
<i>Fund Balance %</i>	61%	46%	54%	44%	47%
<i>Reserve Requirement 35%</i>	\$ 2,421,836	\$ 2,767,987	\$ 2,642,443	\$ 2,867,472	\$ 2,744,019
Excess Capacity available	\$ 1,832,808	\$ 901,819	\$ 1,429,975	\$ 733,208	\$ 905,748

BP&L Fund Summary

FY 2019 Revenue Fund Summary



CITY OF BASTROP					
FUND	DEPARTMENT		DIVISION		
404 BASTROP POWER AND LIGHT	00 NON-DEPARTMENT		00 NON-DIVISION		
SUMMARY					
CATEGORIES	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	PROPOSED 2019	PLANNING 2020
CHARGES FOR SERVICES	\$0	\$3,000	\$3,000	\$3,000	\$3,000
ELECTRIC REVENUES	\$7,048,397	\$7,280,696	\$7,309,611	\$7,662,040	\$7,829,140
INTEREST INCOME	\$43,919	\$40,000	\$55,000	\$56,000	\$57,000
INTERGOVERNMENTAL	\$391	\$0	\$0	\$0	\$0
MISCELLANEOUS INCOME	\$12,032	\$0	\$0	\$0	\$0
TOTAL REVENUE	\$7,104,739	\$7,323,696	\$7,367,611	\$7,721,040	\$7,889,140

Revenue Summary- BP&L

FY 2019 Fund Summary & Personnel Schedule



CITY OF BASTROP					
FUND	DEPARTMENT		DIVISION		
404 BASTROP POWER AND LIGHT	60 POWER AND LIGHT DEPT		00 NON-DIVISION		
SUMMARY					
CATEGORIES	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	PROPOSED 2019	PLANNING 2020
PERSONNEL COSTS	\$615,971	\$687,566	\$686,132	\$716,406	\$748,378
SUPPLIES AND MATERIALS	\$37,340	\$41,500	\$30,625	\$39,000	\$39,000
MAINTENANCE AND REPAIRS	\$231,228	\$208,500	\$202,700	\$226,000	\$226,000
OCCUPANCY	\$13,771	\$10,780	\$6,590	\$10,780	\$10,780
CONTRACTUAL SERVICES	\$4,716,690	\$5,101,591	\$4,916,162	\$5,071,502	\$5,218,576
OTHER CHARGES	\$186,697	\$238,652	\$238,482	\$194,022	\$184,722
CAPITAL OUTLAY	\$178,259	\$395,000	\$302,000	\$433,000	\$420,000
DEBT SERVICE	\$156,826	\$157,995	\$159,196	\$160,493	\$159,847
TRANSFERS OUT	\$782,748	\$1,066,950	\$1,007,950	\$1,341,575	\$832,750
TOTAL EXPENDITURES	\$6,919,530	\$7,908,534	\$7,549,837	\$8,192,778	\$7,840,053
PERSONNEL SCHEDULE					
POSITION TITLE	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	APPROVED 2019	PLANNING 2020
DIRECTOR OF BP&L	1.000	1.000	1.000	1.000	1.000
ELECTRIC SUPERINTENDENT	1.000	1.000	1.000	1.000	1.000
EXEC. ADMIN ASSIST	1.000	1.000	1.000	1.000	1.000
FOREMAN	1.000	1.000	1.000	1.000	1.000
LINEMAN APPRENTICE	1.000	1.000	1.000	1.000	1.000
LINEMAN TRAINEE	1.000	1.000	1.000	1.000	1.000
LINEWORKER-JOURNEYMAN	3.000	3.000	3.000	3.000	3.000
TOTAL FTEs	9.000	9.000	9.000	9.000	9.000

Expenditure Summary - BP&L

BP&L Community Support

Austin Habitat for Humanities received 100% of their funding request. 100% of their funding goes to fix houses of our citizens in the City of Bastrop. The **Bastrop County Child Welfare Board's** request is not funded. Because of the way their program is structured, there is no way to document what the proceeds actually purchased or to whom was the beneficiary given the nature of their cause. **Bastrop County Emergency Food Pantry and Support Center** received 100% of their funding request, which was the same funding level in FY 2018. The City of Bastrop will continue to partner on NIBBLES in FY 2019. The following organizations received a 15% increase, rounded to the nearest hundred dollars, over last year's funding because all noted a consistent increase in number of clients: **Family Crisis Center, Bastrop Pregnancy Resource Center, Children's Advocacy Center of Bastrop, Combined Community Action, and CASA.** **Boys and Girls Club of Austin** is a new request for FY

2019. Their request was funded at 50%. **Feed the Need and In the Streets-Hands Up High Ministry** received a \$500 increase over last year's funding rounded to the nearest hundred dollars. **Literacy Volunteers of Bastrop** will receive 100% of their funding request, which was the same funding level in FY 2018.

The City relies on several organizations to provide on-going programming that augments City Staff. Therefore, the City will have separate partnership agreements with **YMCA, Keep Bastrop County Beautiful** and **Bastrop County Long-Term Recovery Team** in lieu of funding through BP&L Community Support. YMCA and Keep Bastrop County Beautiful are funded in the Hospitality & Downtown budget. Bastrop County Long-Term Recovery Team is funded in Emergency Management – Police budget.

CITY OF BASTROP COMMUNITY SUPPORT FUNDING REQUESTS FY2018-2019				
Organization	FY16-17 Approved Funding	FY17-18 Approved Funding	COMMUNITY SUPPORT FY2018-2019	
			FY18-19 REQUESTED FUNDING	FY18-19 PROPOSED FUNDING
Austin Habitat for Humanity, Inc.	\$ 6,575.00	\$ 6,575.00	\$ 10,000.00	\$ 10,000.00
Bastrop County Child Welfare Board	\$ -	\$ -	\$ 2,500.00	
Bastrop County Emergency Food Pantry and Support Center	\$ 16,158.33	\$ 33,658.00	\$ 33,658.00	\$ 33,658.00
Bastrop County First Responders	\$ -	\$ 20,347.00	\$ -	
Bastrop County Women's Shelter, Inc.-Family Crisis Center	\$ 8,000.00	\$ 8,000.00	\$ 10,000.00	\$ 9,200.00
Bastrop Pregnancy Resource Center	\$ 6,483.33	\$ 6,483.00	\$ 20,000.00	\$ 7,500.00
Boys and Girls Club of Austin	\$ -	\$ -	\$ 5,000.00	\$ 2,500.00
Children's Advocacy Center of Bastrop County	\$ 6,741.67	\$ 5,558.00	\$ 9,000.00	\$ 6,400.00
Combined Community Action, Inc.	\$ 5,566.67	\$ 5,567.00	\$ 8,000.00	\$ 6,400.00
Court Appointed Special Advocate of Bastrop County	\$ 5,558.33	\$ 5,558.00	\$ 8,000.00	\$ 6,400.00
Feed The Need	\$ 5,991.67	\$ 5,992.00	\$ 15,000.00	\$ 6,500.00
In the Streets-Hands Up High Ministry	\$ 5,691.67	\$ 5,692.00	\$ 12,000.00	\$ 6,200.00
Literacy Volunteers of Bastrop	\$ -	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
TOTAL	\$ 66,766.67	\$ 113,430.00	\$ 143,158.00	\$ 104,758.00
	Less 1st Responders	\$ 93,083.00	FY 2019 Increase	\$ 11,675.00

System Study Improvements

In FY 2019, BP&L Staff plans to complete projects included in the 2014-2019 Electric System Study. Estimated costs include labor, material, and engineering for each project. FY 2019 projects will complete the current system study. The next Electric System Study should be completed in FY 2019 to identify capital improvements in future years.

The first project is rebuilding the northern portion of the tap line (approximately 2,200 feet) near the intersection of Loop 150 & Perkins Street, ending near Hospital Drive utilizing 1/0 ASCR (aluminum conductor, steel reinforced) and steel poles at an estimated cost of \$118,000.

The second project is rebuilding the southern portion of the tap line near the intersection of Loop 150 & Perkins Street, along Eskew and across to Perkins Street (approximately 1,700 feet) utilizing 1/0 ASCR (aluminum conductor, steel reinforced) and steel poles at an estimated cost of \$126,000.

Line Extensions

Line Extension are projected to increase 163% over FY 2018 Projected. The increase is attributed to the construction of Piney Creek Subdivision - Phase One and Phase Two. The City of Bastrop entered into a Development Agreement with KB Homes regarding the financing of the line extensions. All payments of the line extensions have been paid by KB Homes according to this agreement.

Transfer Out – Special Projects

In FY 2019, there will be a \$683,825 Transfer-Out to Special Projects. Projects in this line item include:

- Christmas Lights - \$125,000
- Transfer to Innovation Fund for Skate Park, Phase II Codes, Fiscal Impact Model - \$453,825
- Patriotic Festival - \$25,000
- Bastrop Homecoming & Rodeo - \$20,000
- Juneteenth Celebration - \$5,000
- KBCB, Bastrop County Long-Term Recovery, YMCA - \$55,000





Officer Sanford – “Storytime with Cops”

General Fund

General Fund

General Fund Summary	107
Revenue Summary	120
Broadcasting & Film	149
Building Maintenance	179
City Manager	129
City Secretary	133
Development Services	169
Finance	137
Fire	161
Human Resources	141
Information Technology	145
Legislative	121
Library	181
Municipal Court	165
Organizational	125
Parks	178
Police	153
Public Works	173
Special Events & Reservations	177



BASTROPTX
Heart of the Lost Pines
Est. 1832

This page is intentionally left blank.

Note: Departments located in the General Fund include Legislative, Organizational, City Manager's Office, City Secretary's Office, Finance, Human Resources, Information Technology, Filming/Broadcasting, Police, Fire, Municipal Court, Planning, Development & Engineering, Public Works, Park Maintenance, Special Events & Reservations, Building Maintenance, and Library. Extensive attention is given to this fund due to the critical issues affecting the community. Issues can vary annually from establishing a tax rate to determining employee staffing and benefits.



The General Fund is the City's primary operating fund. It is utilized to account for all financial resources, except those required to be accounted for in other funds. Primary sources of revenue for this fund include taxes, fees, and permits.



Budget Summary

GENERAL FUND SUMMARY
REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE

	ACTUAL 2016-2017	ORIGINAL BUDGET 2017-2018	PROJECTED 2017-2018	PROPOSED 2018-2019	PROPOSED 2019-2020
BEGINNING BALANCE	\$ 3,833,587	\$ 3,779,786	\$ 3,261,143	\$ 2,566,858	\$ 2,566,858
REVENUES:					
Ad Valorem Taxes	3,148,227	3,326,107	3,355,142	3,533,514	3,620,786
Sales Taxes	4,492,652	4,456,850	4,680,000	4,864,390	5,004,780
Franchise & Other Taxes	442,233	549,766	513,500	517,966	518,000
Licenses & Permits	245,157	505,500	647,800	699,500	699,500
Service Fees	524,292	536,244	535,200	543,936	579,402
Fines & Forfeitures	338,811	332,000	282,500	334,000	334,000
Interest	42,827	40,500	48,000	50,000	52,000
Intergovernmental	193,369	92,352	99,410	72,878	72,878
Other	101,729	73,500	82,000	82,000	82,000
Total Revenues	9,529,297	9,912,819	10,243,552	10,698,184	10,963,346
Transfer from EDC	350,000	-	-	-	-
Transfer from Library Board	3,028	2,461	2,461	3,000	3,000
Transfer from Innovation Fund	-	239,000	180,112	239,000	239,000
Transfers from Electric (ILOT) & Special	707,750	557,750	557,750	567,750	557,750
Total Transfers	1,060,778	799,211	740,323	809,750	799,750
Total Revenues & Other Financing	10,590,075	10,712,030	10,983,875	11,507,934	11,763,096
TOTAL AVAILABLE RESOURCES	\$ 14,423,662	\$ 14,491,816	\$ 14,245,018	\$ 14,074,792	\$ 14,329,954
EXPENDITURES:					
General Government:					
Legislative	31,456	41,470	36,336	40,357	41,122
Organizational	1,127,824	199,660	220,302	110,747	144,128
City Manager	243,030	362,125	359,888	453,157	476,048
City Secretary	134,705	138,196	134,799	143,832	149,557
Finance	662,640	1,277,836	1,248,137	1,370,743	1,433,726
Human Resource	129,539	178,788	175,910	192,029	198,898
Information Technology	225,909	357,058	359,450	406,610	412,245
Public Works	991,839	1,282,837	1,209,580	1,221,841	1,257,826
Building Maintenance	169,577	262,633	285,626	285,968	300,137
Public Safety:					
Police	2,897,767	3,017,079	2,999,666	3,376,220	3,647,886
Fire	440,817	540,865	518,569	614,115	617,300
Court	301,695	335,842	310,336	343,249	367,586
Development Services:					
Planning	666,775	487,490	537,506	586,883	671,011
Engineering/Building Inspection	-	297,611	304,659	438,491	473,263
Community Services:					
Multimedia	47,840	104,464	101,433	-	-
Special Events & Reservations	99,554	128,807	123,201	-	-
Parks	732,232	975,810	808,397	892,653	993,016
Library	705,685	723,459	720,985	764,955	798,794
Total Operating Expenditures	9,608,884	10,712,030	10,454,780	11,241,850	11,982,543
Transfer to Hotel Tax Fund	-	-	-	266,084	280,257
Excess of Revenue over (under) Exp	981,191	-	529,095	-	(499,704)
Fund Balance before One-time capital	\$ 4,814,778	\$ 3,779,786	\$ 3,790,238	\$ 2,566,858	\$ 2,347,411
Reserves %	50.1%	35.3%	36.3%	25.6%	22.2%
Capital Outlay	1,028,635	-	223,380	-	-
Transfer to Innovation Fund	487,500	-	1,000,000	-	-
Transfer to VEF Fund	37,500	-	-	-	-
Fund Balance before One-time capital	\$ 3,261,143	\$ 3,779,786	\$ 2,566,858	\$ 2,566,858	\$ 2,347,411

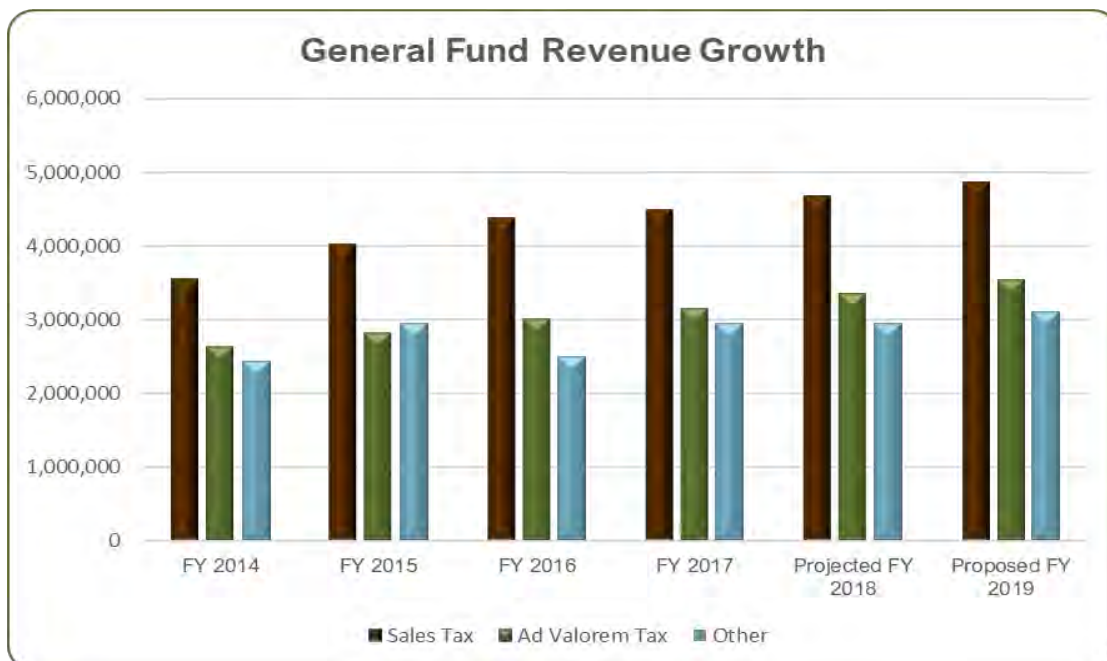
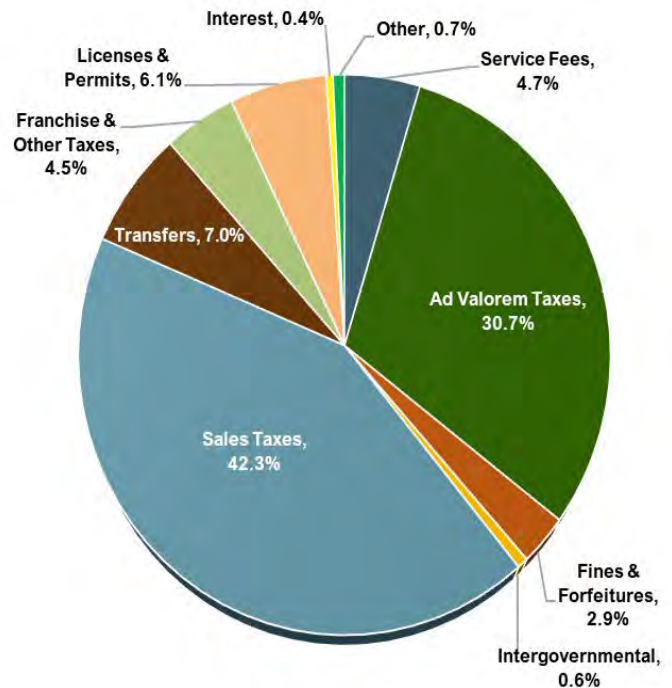


Overview

The General Fund Budget Summary section includes revenue summary information, expenditure summary information, and departmental detail information for the FY 2019 proposed budget, while providing a comparison to FY 2018 year-end budget projections. Professional and technical vocabulary and abbreviations are defined in the Budget Glossary of Terms located in the Acronyms / Glossary / Index section. Operational accomplishments are reported within the departmental narratives.

Revenue Assumptions

This budget takes a conservative approach in forecasting revenues. **Proposed revenues for FY 2019 are \$11,507,934, which represents a 4.7% increase or \$524,059 over FY 2018 year-end projected.** Funding in the City's General Fund is derived from 10 major categories, with Sales Tax being the largest category at 42.3% and Ad Valorem taxes the second largest at 30.7%. The pie chart shows the revenue percentage breakdown by category and the bar graph shows the growth of Sales Tax, Ad Valorem Tax, and all other revenues over five years.



Sales and Use Tax Collection

The largest General Fund revenue source is Sales Tax, which totals 42.3% of General Fund Revenue. Proposed FY 2019 Sales Tax revenue is forecasted to be \$4,864,390, which is a 3.9% increase or \$184,390 more than FY 2018 year-end budget projections.

Sales Tax Forecast

Sales Tax revenue in FY 2017 was slow to meet budget projections. In fact, Sales Tax final numbers for FY 2017 were \$35,802 more than budgeted. Staff was concerned that the revenue forecast was too optimistic in FY 2017 and took a much more conservative approach in FY 2018 resulting in a flat growth projection. Sales Tax remained at or below the monthly Sales Tax forecast until February.

Since February, the City has experienced a year-to-date increase over projections of 4.8% through June collections. In addition, several new retail businesses have opened in FY 2018 including Harbor Freight, Burger King/Denny's, and CiCi's Pizza. Bu-gee's completed a 30,000 square expansion of their fuel canopy adding 22 new fuel pumps.

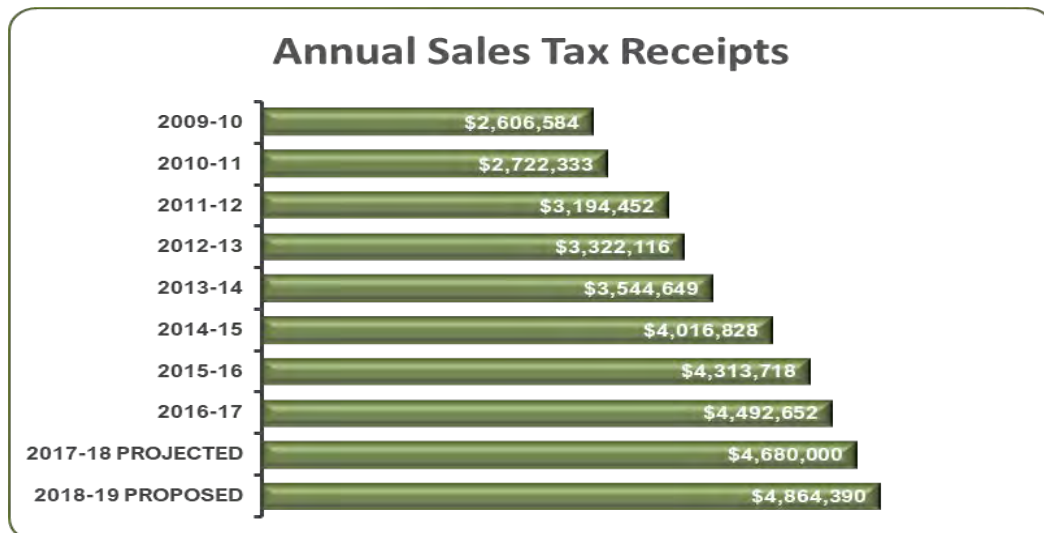
Sales Tax collections have a strong correlation to consumer confidence. Wikipedia defines consumer confidence "as the degree of optimism on the state of the U.S. economic that consumers are expressing through their activities of savings and spending." Consumer confidence reached an 18-year high in May, with unemployment rates near a 17-year low.

2018 national year-over-year retail sales for the last 12 months as of June have increased 5.9%

With the healthy economy and new businesses opened or anticipating opening in FY 2019, staff is forecasting a 3.9% increase, which maintains a conservative budgeting approach.

Sales Tax Allocation

Sales Tax in the City of Bastrop is collected at a rate of 8.25% of the good and services sold within the City's boundaries. The tax is collected by businesses making the sale and is remitted to the State's Comptroller of Public Accounts on a monthly, and in some cases, quarterly basis. The State retains 6.25%, the County retains .5%, Bastrop Economic Development Corporation retains .5%, and the remaining 1% is distributed to the City of Bastrop within 40 days following the period for which the tax is collected by the businesses. Therefore, the Sales Tax reported on the City's monthly financial statement is typically two (2) months in arrears. However, at the end of the year, collections are aligned by fiscal year.





Ad Valorem Taxes

Ad Valorem Taxes is the second largest General Fund revenue source, which is split between the General Fund (Operations & Maintenance tax rate), and Debt Service (Interest & Sinking tax rate). Ad Valorem Taxes total 30.7% of General Fund Revenue. Property values for the City of Bastrop are certified by the Bastrop County Appraisal District. **Values for FY 2019 show a net taxable value of \$897,823,408, which is a 5.3% increase over FY 2018.** Property values will generate \$3,533,514 in revenue, which is \$178,372 more than FY 2018 year-end budget projections.

Ad Valorem Tax Forecast

The Ad Valorem tax roll will continue to grow in the next few years. The City issued 135 new construction permits in FY 2018. Of the 135, 56% were new residential and 44% were new commercial. The Village at Hunters Crossing and The Preserve at Hunters Crossing, both multi-family apartments, are under construction. Pecan Park and Piney Creek subdivisions have new sections under construction, which provides additional opportunities for new home construction. There are numerous in-fill lots under construction as well in North Bastrop. All construction completed after January 1, 2018 will be on future tax rolls.

Appraisal Process

Ad Valorem (Property) Taxes attach as an enforceable lien on property as of January 1st of each year. The City's property tax is levied each October 1st on the assessed value listed as of the prior January 1st for all real and business personal property located in the City. Assessed values are established by the Bastrop County Central Appraisal District at 100% of the estimated market value and certified by the Appraisal Review Board.

The assessed taxable value of the tax roll on January 1, 2018, upon which the tax levy is based, is \$897,823,408. The City is permitted by Article XI, Section 5 of the State of Texas Constitution to levy taxes up to \$2.50 per \$100 of assessed valuation for general government services including the payment of principal and interest on general obligation long-term debt.

Property Tax Calculation

	FY2019 TAX YEAR 2018
TAX ROLL:	
Assessed Valuation (100%)	\$897,823,408
Rate per \$100	0.56400
Tax Levy Freeze Adjusted	5,063,724
Tax Levy - Frozen (Disabled/ over 65)*	455,175
Total Tax Levy	5,518,899
Percent of Collection	98.00%
SUMMARY OF TAX COLLECTIONS:	
Current Tax	4,962,450
Revenue From Tax Freeze Property	446,071
Delinquent Tax	59,500
Penalty and Interest	45,500
TOTAL TAX COLLECTIONS	\$5,513,521

Taxes are due by January 31st following the October 1st levy date and are considered delinquent after January 31st of each year. Based upon historical collection trends, current tax collections are estimated to be 98% of the levy and will generate \$5,408,521 in revenues, which includes \$446,071 of frozen tax levy. Delinquent taxes, penalties less 380 reimbursements are expected to add an additional \$16,500 in revenues.

In Texas, countywide central appraisal districts are required to assess all property within the appraisal district based on 100% of its appraised value and are prohibited from applying any assessment ratios. The value of property within the appraisal district must be reviewed every five years; however, the City may, at its own expense, require annual reviews of appraised values.

Truth-in-Taxation

The Truth-in-Taxation laws of the State of Texas require notices to be published and hold two public hearings if an entity's proposed tax rate exceeds the effective or rollback tax rate. The purpose of the public hearing is to give the taxpayers an opportunity to express their views on the tax rate. The City of Bastrop effective tax rate is \$0.5383/ \$100, rollback tax rate is \$0.5733/ \$100, and the proposed/ adopted rate is \$0.5640/ \$100. The proposed rate did exceed the effective or rollback rate therefore the City was required to publish certain notices and hold two public hearings on the tax rate.

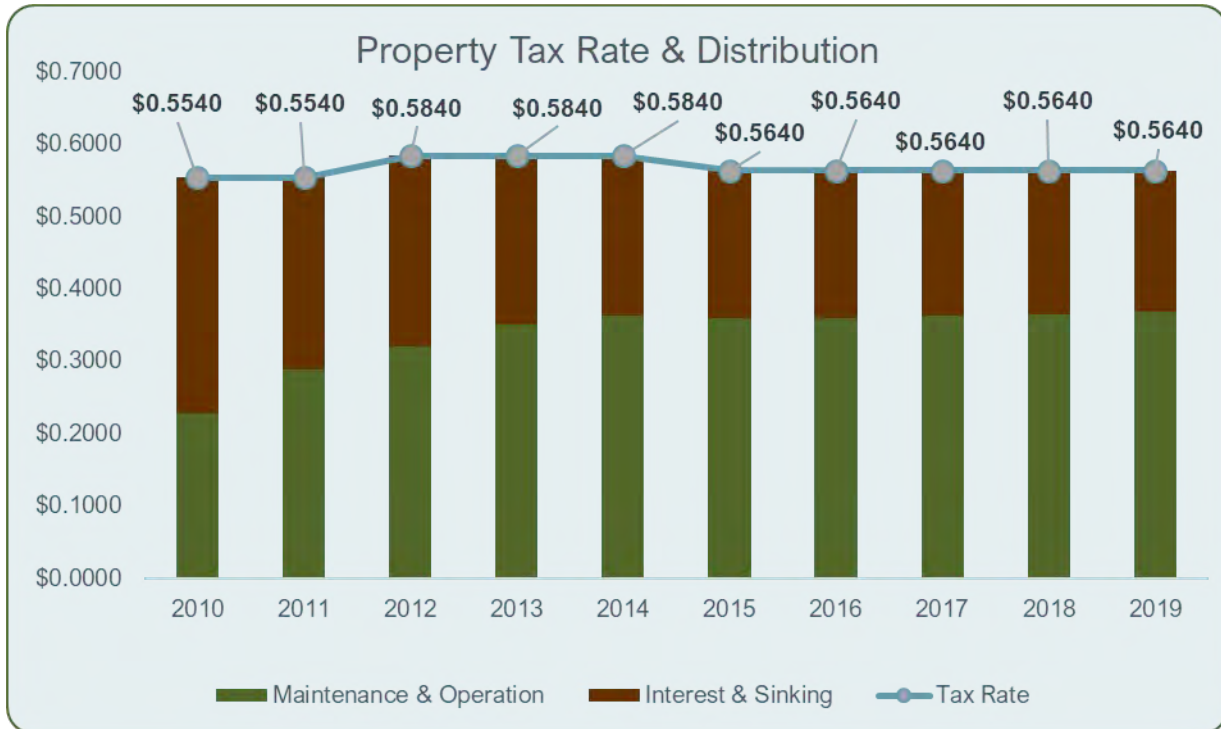
FY 2019 Tax Rate

The proposed tax rate for the year ending September 30, 2019, is \$0.5640 per \$100 assessed valuation. The amount allocated for general government operations is \$0.3643, while the

remaining \$0.1997 is allocated for general obligation long-term debt service.

Property Tax Distribution			
	PERCENT OF		
	TAX RATE	TOTAL	
GENERAL FUND:			
Current Tax	\$0.3691		3,247,590
Revenue From Tax Freeze Property			291,924
Delinquent Tax			37,500
Penalty and Interest			31,500
Total General Fund	\$0.3691	65.44%	\$3,608,514
DEBT SERVICE FUND:			
Current Tax	\$0.1949		1,714,860
Revenues From Tax Freeze Property			154,148
Delinquent Tax			22,000
Penalty and Interest			14,000
Total Debt Service	\$0.1949	34.56%	1,905,007
DISTRIBUTION	\$0.5640	100.00%	\$5,513,521

Property Tax Rate Distribution History



Franchise & Other Taxes

Franchise fees represent those revenues collected from utilities operating within the City's rights-of-way to conduct business including Time Warner, AT&T, Bluebonnet Electric, and CenterPoint Energy.

FY 2019 Budget	\$517,966	
% of Fund Revenue	4.8%	
Compared to	\$ Growth	% Growth
2018 Budget	-\$31,800	-5.8%
2018 Projection	-\$36,266	-6.5%

License & Permits

Licenses and permits are based on construction such as business permits, construction inspections, and permit fees. During FY 2018, the City saw a significant increase in construction and development activity compared to prior years. For FY 2019, the City anticipates this growth will continue.

FY 2019 Budget	\$699,500	
% of Fund Revenue	6.1%	
Compared to	\$ Growth	% Growth
2018 Budget	+\$194,000	+38.4%
2018 Projection	+\$51,700	+0.1%

Service Fees

Service Fees represent revenue generated through fees associated with receiving a specific service. The largest fee in this category is Sanitation, the charge for curbside solid waste and recycling pick-up. Other fees are animal control, and park rentals.

FY 2019 Budget	\$543,936	
% of Fund Revenue	47.2%	
Compared to	\$ Growth	% Growth
2018 Budget	+\$7,692	+0.01%
2018 Projection	+\$8,736	+0.01%

Fines & Forfeitures

Fines and forfeitures represent revenue generated through the Municipal Court. FY 2019 is anticipating revenue to remain consistent with previous years.

FY 2019 Budget	\$334,000	
% of Fund Revenue	2.9%	
Compared to	\$ Growth	% Growth
2018 Budget	+\$2,000	+0.01%
2018 Projection	+\$51,500	+0.18%

Interest

The interest earned from City investments in Money Market accounts, Government Pools, Certificates of Deposit and Agency Securities.

FY 2019 Budget	\$50,000	
% of Fund Revenue	0.004%	
Compared to	\$ Growth	% Growth
2018 Budget	+\$9,500	+0.23%
2018 Projection	+\$2,000	+0.04%

Intergovernmental

This revenue represents funding received from federal, state and local sources due to grants, interlocal agreements and funding agreements.

FY 2019 Budget	\$72,878	
% of Fund Revenue	0.006%	
Compared to	\$ Growth	% Growth
2018 Budget	-\$19,474	-0.27%
2018 Projection	-\$26,532	-0.36%

Other

Revenue not included in another category are classified as other. The largest source in this category is the Citibank rebate the City receives for using the purchasing cards through the state program.

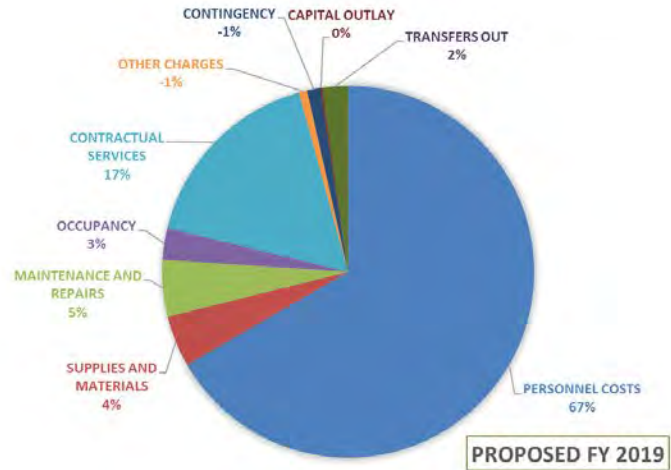
FY 2019 Budget	\$82,000	
% of Fund Revenue	0.01%	
Compared to	\$ Growth	% Growth
2018 Budget	+\$8,500	+0.12%
2018 Projection	-0-	

Expenditure Synopsis

Proposed General Fund expenditures for FY 2019 are \$11,507,934, which represents a 6.9% increase or \$829,774 over FY 2018 year-end projected. The increase is largely attributed to a 2.5% step increase in accordance with the City’s compensation plan, a 2% cost-of-living increase to offset a 2.9% increase in the Consumer Price Index, contractual increase for Bastrop County Communications, and the addition of 8.85 positions. A breakdown and description of the General Fund expenditures by account category and by function is provided below.

Expenditures by Account Category

The General Fund is broken into nine (9) major categories, which are personnel, supplies and materials, maintenance and repairs, occupancy, contractual services, other charges, contingency, capital outlay, and transfers out.



The Human Resources Department calculates personnel costs, including any increases in compensation rates. Information on increases to base adjustments and program enhancements are highlighted in separate documents, provided later in this section.

Personnel

Since the City is a service organization, Personnel is the single largest expenditure category for the General Fund and includes the costs related to salaries, insurance, and retirement benefits. The FY 2019 Budget includes a 2.5% step increase and 2% cost of living adjustment for all employees. In addition, 8.85 full-time equivalent positions were added to Personnel. The combination of these two (2) increases total \$661,317. There is NO increase needed for health insurance in FY 2019.

FY 2019 Budget	\$7,968,533	
% of Fund Expense	67%	
Compared to	\$ Growth	% Growth
2018 Budget	+\$661,317	+0.09%
2018 Projection	+\$1,117,670	+0.16%

Supplies and Materials

These object classifications are expendable materials and operating supplies necessary to conduct departmental activities. The increase in costs in classification is attributed to fuel prices going up.

FY 2019 Budget	\$532,454	
% of Fund Expense	4%	
Compared to	\$ Growth	% Growth
2018 Budget	+\$85,196	+0.19%
2018 Projection	+\$43,626	+0.09%

Maintenance and Repairs

This object classifications are for expendable upkeep of physical properties which are used in carrying out operations and include building maintenance, vehicle repair, and computer and equipment repair. The FY 2019 budget has a slight decrease due to street maintenance line item moving to a separate fund.

FY 2019 Budget	\$588,318	
% of Fund Expense	5%	
Compared to	\$ Growth	% Growth
2018 Budget	-\$14,499	-0.025%
2018 Projection	+\$20,163	+0.035%

Occupancy

These object classifications are for the utilities and related expenses required to maintain a building such as electricity, water, telephone, and gas. There is a slight increase in this classification due to telecommunication costs going up.

FY 2019 Budget	\$329,168	
% of Fund Expense	3%	
Compared to	\$ Growth	% Growth
2018 Budget	+\$1,087	+0.003%
2018 Projection	+\$18,062	+0.058%

Contractual Services

These object classifications include services rendered to City activities by private firms or other outside agencies. FY 2018 Estimated is significantly more than FY 2018 Budget due to unfilled positions that required contract labor to be utilized.

FY 2019 Budget	\$2,025,655	
% of Fund Expense	17%	
Compared to	\$ Growth	% Growth
2018 Budget	-\$76,123	-0.037%
2018 Projection	-\$330,819	-0.16%

Other Charges

These object classifications are expenditures that do not apply to other expenditure classifications and includes travel and training, membership dues, printing and publications. There is a decrease due to the increase in overhead allocation which is the support of other funds receiving administrative support from the General Fund.

FY 2019 Budget	(\$86,024)	
% of Fund Expense	-1%	
Compared to	\$ Growth	% Growth
2018 Budget	+\$8,734	+0.10
2018 Projection	+\$52,622	+0.61%

Contingency

The Contingency category is funding for any unforeseen expenditures that may occur during the fiscal year. Anticipated salary savings for FY 2019 is anticipated and captured in this account.

FY 2019 Budget	(\$137,254)	
% of Fund Expense	-1%	
Compared to	\$ Growth	% Growth
2018 Budget	-\$102,254	-2.92%
2018 Projection	-\$119,254	-6.63%

Capital Outlay

Capital Outlay expenditures have a useful life longer than a year and are value of over \$5,000. This budget includes radio replacements for Fire and additional software enhancements for Development Services.

FY 2019 Budget	\$21,000	
% of Fund Expense	-1%	
Compared to	\$ Growth	% Growth
2018 Budget		
2018 Projection		

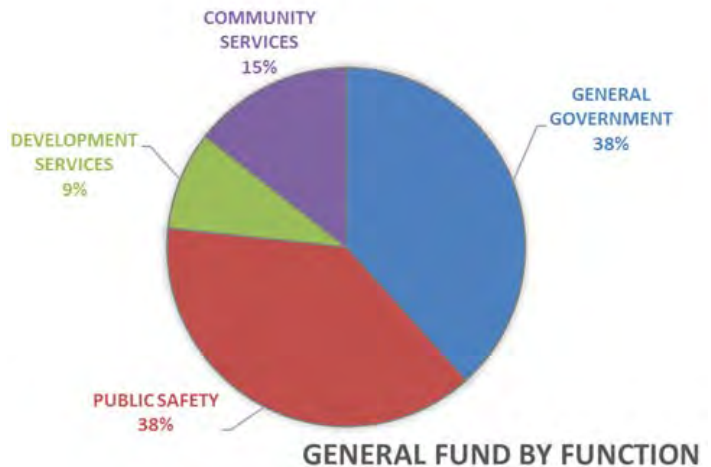
Transfers Out

Transfers Out reflect a transfer from the General Fund to another fund within the City's operating and capital budgets. In FY 2019, funding for Multi-Media and Special Events and Reservations is being transferred to the Hotel Occupancy Tax Fund. These divisions are associated with Hospitality & Downtown Department, which is primarily funded through Hotel Occupancy Tax.

FY 2019 Budget	\$266,084	
% of Fund Expense	2%	
Compared to	\$ Growth	% Growth
2018 Budget	+\$11,000	+1.10%
2018 Projection	-\$202,380	-9.64%

Expenditures by Function

There are four main categories in the General Fund including General Government, Public Safety, Development Services, and Community Services. A breakdown of FY 2019 proposed departmental expenditures and a brief description is giving comparing the functions to the FY 2018 budget and year-end projections. The pie chart, General Fund by Function, shows the percentage breakdown of each function.



General Government

General Government handles the administrative functions of the City and is comprised of Legislative, Organizational, City Manager, City Secretary, Finance, Human Resources, Information Technology, Public Works, and Building Maintenance. FY 2019 Proposed Budget increase is attributed to a 4.5% salary adjustment and 1.5 full-time equivalent positions added to this category.

FY 2019 Budget	\$4,409,368	
% of Fund Expense	38%	
Compared to	\$ Growth	% Growth
2018 Budget	+\$308,765	+0.08%
2018 Projection	+\$379,340	+0.09%

Public Safety

Public Safety function handles all aspects related to citizen protection and is made up of Police Services, Fire Services, and Municipal Court. FY 2019 Proposed Budget increase is attributed to the addition of two (2) Senior Police Officers, a part-time Records Clerk increased to full-time, and a third paid position added to Fire Services and a 4.5% salary adjustment.

FY 2019 Budget	\$4,415,584	
% of Fund Expense	38%	
Compared to	\$ Growth	% Growth
2018 Budget	+\$521,798	+0.13%
2018 Projection	+\$587,013	+0.15%

Development Services

Development Services function handles both commercial and residential development through the Departments of Engineering and Development and Planning & Zoning. FY 2019 Proposed Budget increase is attributed to the addition of a Building Inspector and Planner positions along with a 4.5% salary adjustment.

FY 2019 Budget	\$1,025,374	
% of Fund Expense	9%	
Compared to	\$ Growth	% Growth
2018 Budget	+\$240,273	+0.31%
2018 Projection	+\$183,209	+0.22%

Community Services

Community Services function includes Parks and Library services. In FY 2018, Multimedia and Special Events & Reservations were included in this category. However, they have been transferred to the Hotel Occupancy Fund, where Hospitality & Downtown Department is funded.

FY 2019 Budget	\$1,657,608	
% of Fund Expense	15%	
Compared to	\$ Growth	% Growth
2018 Budget	-\$274,932	-0.17%
2018 Projection	-\$319,788	-0.19%

FY 2019 Fund Summary



CITY OF BASTROP					
FUND	DEPARTMENT		DIVISION		
101 GENERAL FUND	00 NON-DEPARTMENT		00 NON-DIVISION		
SUMMARY					
CATEGORIES	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	PROPOSED 2019	PLANNING 2020
AD VALOREM TAXES	\$3,148,228	\$3,326,107	\$3,355,142	\$3,533,514	\$3,620,786
FRANCHISE AND OTHER TAXES	\$500,365	\$549,766	\$513,500	\$517,966	\$518,000
SALES TAX	\$4,437,843	\$4,456,850	\$4,680,000	\$4,864,390	\$5,004,780
LICENSES AND PERMITS	\$241,831	\$505,500	\$647,800	\$699,500	\$699,500
CHARGES FOR SERVICES	\$524,292	\$536,244	\$535,200	\$543,936	\$579,402
FINES AND FORFEITURES	\$338,810	\$332,000	\$282,500	\$334,000	\$334,000
INTEREST	\$42,827	\$40,500	\$48,000	\$50,000	\$52,000
INTERGOVERNMENTAL	\$193,370	\$92,352	\$99,410	\$72,878	\$72,878
OTHER	\$451,722	\$73,500	\$82,000	\$82,000	\$82,000
TOTAL REVENUE	\$9,879,288	\$9,912,819	\$10,243,552	\$10,698,184	\$10,963,346
OTHER SOURCES					
TRANSFERS IN	\$710,776	\$799,211	\$740,323	\$809,750	\$799,750
TOTAL REVENUE & OTHER SOURCES	\$10,590,064	\$10,712,030	\$10,983,875	\$11,507,934	\$11,763,096

General Fund - Revenue



Bastrop – A welcoming community with a compassion for our diversity, a tapestry of people, arts, and structures; preserving our history and character while embracing progress around our unique environment.

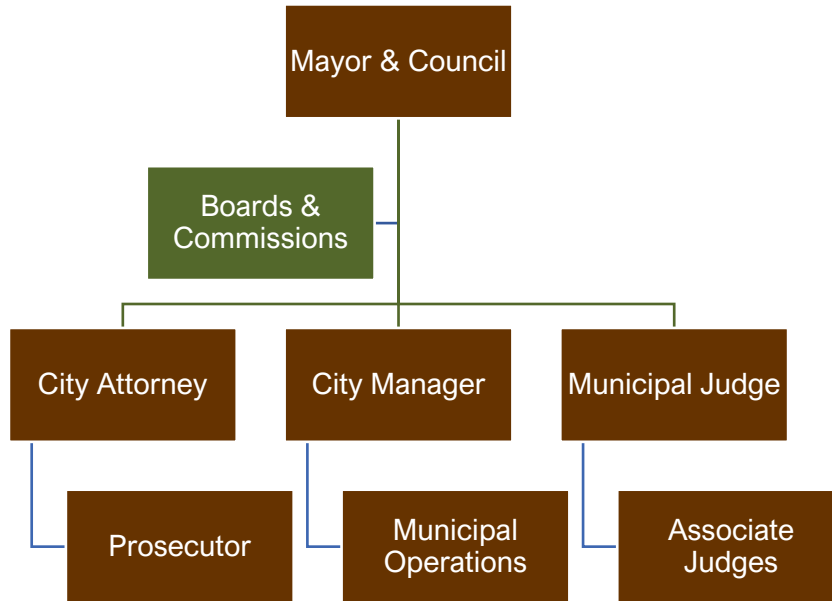


Legislative

Department Description

The City of Bastrop is a home-rule city. The City Council consists of five (5) Council Members and a Mayor. The Mayor only votes in the instance of a tie-vote. The City Council operates under a City Charter, City Ordinances, and State Law. They are charged with appointing the City Manager, City Attorney, Municipal Court Judge, and various citizen boards and commissions. The City Council are elected officials. They shall enact local legislation, adopt the annual budget, and determine policies. The City Council adopts the City's ad valorem tax rate and authorizes the issuance of bonds.

Organizational Chart



Goals and Objectives for FY 2019

- Ensure the implementation of the Comprehensive Plan 2036.
- Support the outstanding employees that work diligently to implement the City's Vision and Mission.
- Participate in the public engagement of all FY2019 Code revisions.
- Continue to establish policies that support the City's Vision and Mission and nine (9) focus areas.
- Continue to provide positive and pro-active leadership.

Recent Accomplishments for FY 2018

- ✓ Appointed Alan Bojorquez as City Attorney.
- ✓ Appointed 2 Associate Judges to support Judge Hines.
- ✓ Met with all Boards & Commissions, who are scheduled to regularly meet, in Joint Workshops to discuss Vision / Mission and Board goals.
- ✓ Updated the Council's Rules of Procedure.
- ✓ Participated in numerous local, regional, and state events representing the City of Bastrop.
- ✓ Changed the Boards & Commissions appointment process to be more inclusive and representative of Bastrop.

Legislative

FY 2019 Fund Summary & Personnel Schedule



CITY OF BASTROP					
FUND	DEPARTMENT		DIVISION		
101 GENERAL FUND	01 LEGISLATIVE		00 NON-DIVISION		
SUMMARY					
CATEGORIES	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	PROPOSED 2019	PLANNING 2020
PERSONNEL COSTS	\$6,966	\$7,010	\$6,810	\$6,807	\$6,810
SUPPLIES AND MATERIALS	\$6,536	\$4,530	\$2,500	\$2,700	\$3,071
OCCUPANCY	\$11,105	\$5,940	\$6,826	\$7,500	\$7,650
CONTRACTUAL SERVICES	\$675	\$10,900	\$10,100	\$10,100	\$10,318
OTHER CHARGES	\$6,167	\$13,090	\$10,100	\$13,250	\$13,273
TOTAL EXPENDITURES	\$31,449	\$41,470	\$36,336	\$40,357	\$41,122
PERSONNEL SCHEDULE					
POSITION TITLE	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	APPROVED 2019	PLANNING 2020
COUNCIL MEMBER	5.000	5.000	5.000	5.000	5.000
MAYOR	1.000	1.000	1.000	1.000	1.000
TOTAL FTEs	6.000	6.000	6.000	6.000	6.000

Legislative



BASTROPTX
Heart of the Lost Pines
Est. 1832

This page is intentionally left blank.

Organizational Department serves as the conduit to administer expenditures to the overall organization including legal, professional, incentive agreements, retiree benefits, tax appraisal, and tax collection services.



Organizational

Department Description

The City Manager and Chief Financial Officer oversee the programs established in the Organizational section of the budget.

Organizational Chart

N/A

Goals and Objectives for FY 2019

N/A

Recent Accomplishments for FY 2018

N/A

Organizational

FY 2019 Fund Summary & Personnel Schedule



CITY OF BASTROP					
FUND 101 GENERAL FUND	DEPARTMENT 02 ORGANIZATIONAL		DIVISION 00 NON-DIVISION		
SUMMARY					
CATEGORIES	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	PROPOSED 2019	PLANNING 2020
PERSONNEL COSTS	\$45,469	\$49,544	\$80,678	\$90,103	\$106,738
SUPPLIES AND MATERIALS	\$17,282	\$14,640	\$14,060	\$12,400	\$12,575
MAINTENANCE AND REPAIRS	\$25,235	\$1,700	\$750	\$1,000	\$1,000
OCCUPANCY	\$0	\$74,220	\$75,000	\$72,000	\$72,500
CONTRACTUAL SERVICES	\$475,394	\$417,811	\$424,836	\$437,957	\$442,170
OTHER CHARGES	\$564,443	(\$393,255)	(\$393,022)	(\$365,458)	(\$400,855)
CONTINGENCY*	\$0	\$35,000	\$18,000	(\$137,254)	(\$90,000)
CAPITAL OUTLAY	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$1,127,823	\$199,660	\$220,302	\$110,748	\$144,128
OTHER USES					
TRANSFERS OUT	\$525,000	\$0	\$1,000,000	\$266,084	\$280,257
TOTAL EXPENDITURES & TRANSFERS OUT	\$1,652,823	\$199,660	\$1,220,302	\$376,832	\$424,385
*Contingency includes (\$100,000) projected salary savings					

Organizational



BASTROP TX
Heart of the Lost Pines
Est. 1832

This page is intentionally left blank.



The City Manager is the Chief Administrative Officer of the City of Bastrop and is appointed by the Council. The City Manager is responsible for the implementation and administration of policies, making recommendations concerning policies and programs to the Council, and developing methods to ensure the efficient operation of city services.



City Manager

Department Description

The City Manager is appointed by and reports to the City Council and advises the City Council on present conditions and future City requirements. The City Manager is ultimately responsible for all services provided by the City. The City Manager's Office creates and presents the City budget, administers policies established by the City Council, and has administrative oversight of all City departments, programs, and projects. The City Manager represents the interests and positions of the City in dealing with other governmental entities and agencies, with various business interests, and within the community at large.

Organizational Chart



Goals and Objectives for FY 2019

- Lead the Code revision process to update the Zoning Code, Sign Code, Subdivision Ordinance, and the adoption of the 2018 International Building Code.
- Lead the Capital Improvement Programs for FY 2019 including the design of Water and Wastewater Treatment Plants, rehabilitation of Old Iron Bridge, and Main Street Redevelopment Project.
- Lead the implementation of the FY 2019 Organizational Work Plan to maintain focus on identified “game-changers” that establish internal processes that can significantly improve the organization’s service delivery.
- Lead the development of multi-year budgets and financial planning as part of the annual budget process.
- Lead the development of drainage policies and identification of critical drainage projects for future funding that mitigate localized flooding.

Recent Accomplishments for FY 2018

- ✓ Held New Council Candidate Orientation.
- ✓ Held New Council Member Orientation.
- ✓ Held quarterly employee meetings to communicate the Organization’s Vision, Mission, Work Plan, and accomplishments.
- ✓ Hired key personnel including Director of Public Safety/ Chief of Police and Director of Engineering & Development.
- ✓ Developed multi-year financial and operational work plans as a part of the annual budget process to implement City Council’s Strategic Goals.
- ✓ Established partnerships with other local, regional, and state agencies.

City Manager

FY 2019 Fund Summary & Personnel Schedule



CITY OF BASTROP

FUND
101 GENERAL FUND

DEPARTMENT
03 CITY MANAGER

DIVISION
00 NON-DIVISION

SUMMARY

CATEGORIES	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	PROPOSED 2019	PLANNING 2020
PERSONNEL COSTS	\$231,386	\$344,210	\$344,163	\$437,607	\$476,048
SUPPLIES AND MATERIALS	\$9,559	\$4,450	\$3,450	\$3,600	\$3,750
OCCUPANCY	\$9,462	\$5,500	\$4,100	\$4,900	\$4,975
CONTRACTUAL SERVICES	\$123,012	\$3,725	\$3,475	\$2,450	\$2,350
OTHER CHARGES	(\$130,380)	\$4,240	\$4,700	\$4,600	\$4,900
CAPITAL OUTLAY	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$243,039	\$362,125	\$359,888	\$453,157	\$492,023

PERSONNEL SCHEDULE

POSITION TITLE	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	APPROVED 2019	PLANNING 2020
CITY MANAGER	1.000	1.000	1.000	1.000	1.000
COMMUNITY/COUNCIL LIAISON	0.000	0.000	0.000	1.000	1.000
EXEC. ADMIN ASSIST	1.000	1.000	1.000	1.000	1.000
RECEPTIONIST	0.625	0.625	0.625	1.250	1.250
TOTAL FTEs	2.625	2.625	2.625	4.250	4.250

City Manager



BASTROPTX
Heart of the Lost Pines
Est. 1832

This page is intentionally left blank.



The City Secretary’s Office provides documented accountability of the City of Bastrop’s policies, functions, and transactions in order to protect both the legal and financial rights of the citizens of Bastrop.

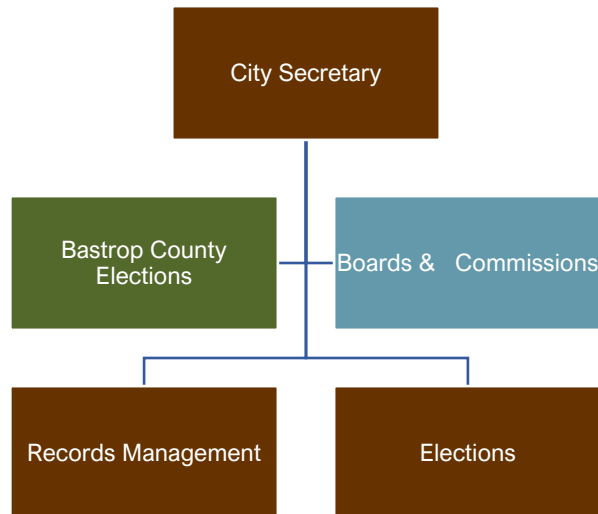


City Secretary

Department Description

The City Secretary prepares and maintains the agendas and minutes of all City Council and posts and maintains all agendas for Boards & Commissions meetings and maintains the minutes. Prepares and maintains ordinances, resolutions, proclamations, and election orders. Acts as Chief Election Officer. Serves as Records Management Officer. Responsible for the preservation of City records, including storage, retention, and destruction. Keeps current in changes of the law and technology and the practices of job responsibilities through continued participation in professional associations and education.

Organizational Chart



Goals and Objectives for FY 2019

- Continued digitalization and organization of historic records.
- Post all meeting agendas in compliance with regulations and statutes.
- Conduct a Boards & Commission Application and Appointment process.
- Hold 2nd Annual Boards & Commission Volunteer Appreciation Banquet.
- Administer May 2019 General Election.

Recent Accomplishments for FY 2018

- ✓Held 1st Annual Boards & Commission Volunteer Appreciation Banquet.
- ✓Administered the May 2018 General Election.
- ✓Posted all meeting agendas in compliance with regulations and statutes.
- ✓Updated Board & Commission application and realigned appointment process to correspond to City's fiscal year.
- ✓Conducted a Boards & Commission Application and Appointment process.

City Secretary

FY 2019 Fund Summary & Personnel Schedule



CITY OF BASTROP					
FUND	DEPARTMENT		DIVISION		
101 GENERAL FUND	04 CITY SECRETARY		00 NON-DIVISION		
SUMMARY					
CATEGORIES	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	PROPOSED 2019	PLANNING 2020
PERSONNEL COSTS	\$98,241	\$103,106	\$103,035	\$107,327	\$112,181
SUPPLIES AND MAINTENANCE	\$5,818	\$5,975	\$2,356	\$2,775	\$2,831
EQUIPMENT MAINTENANCE	\$0	\$0	\$0	\$0	\$0
OCCUPANCY	\$2,391	\$1,530	\$1,393	\$1,580	\$1,611
CONTRACTUAL SERVICES	\$2,267	\$5,600	\$8,016	\$8,700	\$8,762
OTHER CHARGES	\$25,978	\$21,985	\$19,998	\$23,450	\$24,172
CAPITAL OUTLAY	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$134,695	\$138,196	\$134,799	\$143,832	\$149,557
PERSONNEL SCHEDULE					
POSITION TITLE	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	APPROVED 2019	PLANNING 2020
CITY SECRETARY	1.000	1.000	1.000	1.000	1.000
TOTAL FTEs	1.000	1.000	1.000	1.000	1.000

City Secretary



BASTROPTX
Heart of the Lost Pines
Est. 1832

This page is intentionally left blank.



“ Maintaining financial integrity through compliance, transparency, and efficiency while providing excellent service to our City as well as the community. ”



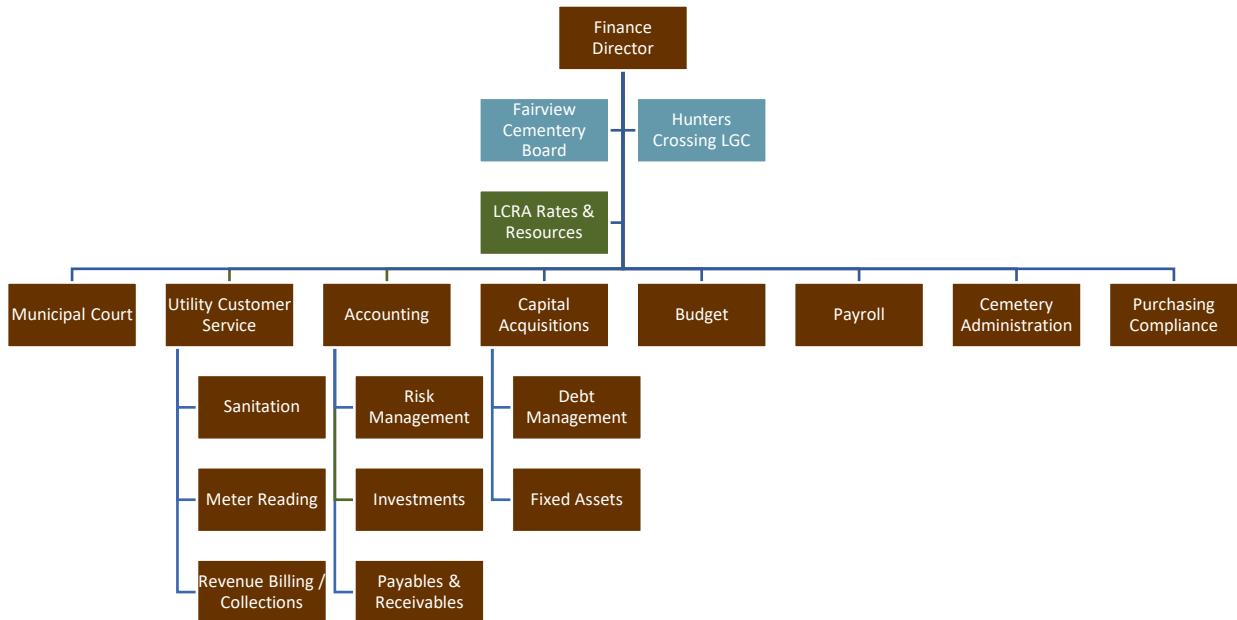
Finance



Department Description

The Finance Department consists of Finance and Utility Customer Services. However, Finance is responsible for managing all financial affairs of the City including payroll, accounts receivable, accounts payable, fixed assets, inventory, audit, revenue collection and reconciliation, cash management, debt management, purchasing compliance, risk management, and cemetery administration. Utility Customer Service is responsible for meter reading, billing and collections of the City-owned utilities, and the sanitation service offered through a third-party provider.

Organizational Chart



Goals and Objectives for FY 2019

- Fiscal responsibility – continue to receive an unmodified audit opinion and award from GFOA for CAFR.
- Apply for and receive the GFOA award for Distinguished Budget Presentation for the FY 2019 budget. This award requires the budget document to be of the highest quality and reflect excellent financial transparency to our citizens.
- Utilize pCards for small and infrequent purchases minimizing the creation of additional vendors, purchase orders, and payments.
- Continue to provide high level of financial transparency on the City’s website by uploading monthly expense registers, funding information, tax ordinances, and debt detail.

Recent Accomplishments for FY 2018

- ✓ Received the Government Finance Officers Association Award for the Comprehensive Annual Finance Report (CAFR) for the 7th straight year.
- ✓ Received an unmodified audit opinion with no findings again this year.
- ✓ Department ensures that the City continues to receive the highest credit rating on its general obligation debt of “AA” from Standard & Poors.
- ✓ Maintained two (2) of five (5) Transparency Stars in the Texas Comptroller’s transparency program.
- ✓ Margaret Sibernagel promoted to Assistant Finance Director.

Finance

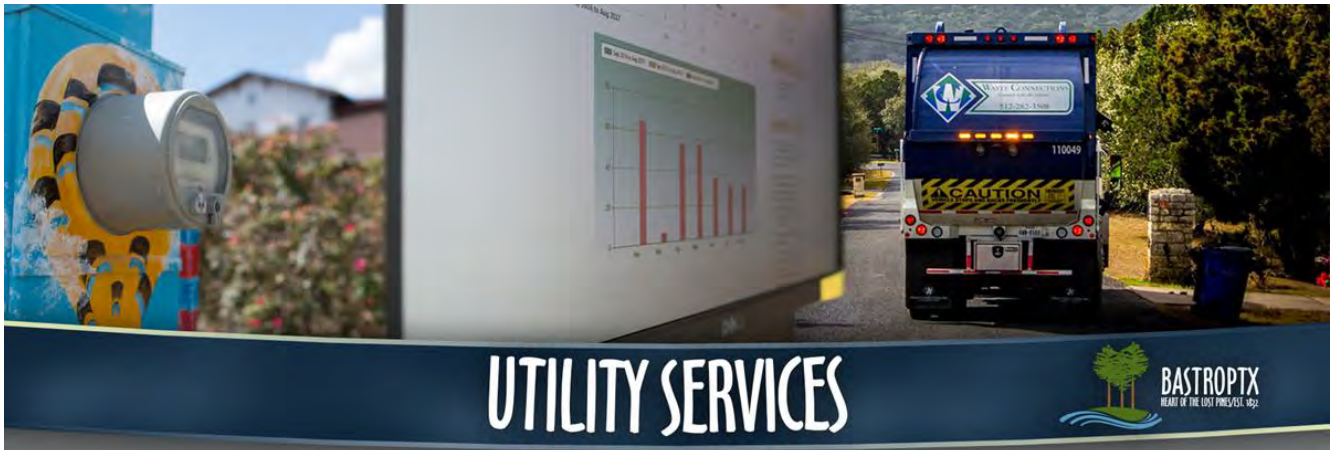
FY 2019 Fund Summary & Personnel Schedule



CITY OF BASTROP					
FUND	DEPARTMENT		DIVISION		
101 GENERAL FUND	05 FINANCE		00 NON-DIVISION		
SUMMARY					
CATEGORIES	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	PROPOSED 2019	PLANNING 2020
PERSONNEL COSTS	\$400,244	\$421,085	\$358,138	\$429,339	\$449,139
SUPPLIES AND MATERIALS	\$2,126	\$4,460	\$3,050	\$2,650	\$2,700
MAINTENANCE AND REPAIRS	\$24,312	\$25,300	\$25,300	\$26,570	\$27,900
OCCUPANCY	\$7,503	\$2,040	\$3,500	\$3,600	\$3,800
CONTRACTUAL SERVICES	\$46,881	\$51,370	\$47,675	\$41,330	\$52,000
OTHER CHARGES	(\$258,284)	(\$475)	(\$4,910)	(\$4,160)	(\$3,955)
CAPITAL OUTLAY	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$222,782	\$503,780	\$432,753	\$499,329	\$531,584
PERSONNEL SCHEDULE					
POSITION TITLE	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	APPROVED 2019	PLANNING 2020
ASSISTANT FINANCE DIRECTOR	1.000	1.000	1.000	1.000	1.000
CHIEF FINANCIAL OFFICER	1.000	1.000	1.000	1.000	1.000
FINANCE SPEC I	1.000	1.000	1.000	1.000	1.000
FINANCE SPEC II	2.000	2.000	2.000	2.000	2.000
TOTAL FTEs	5.000	5.000	5.000	5.000	5.000

Finance Administration

FY 2019 Fund Summary & Personnel Schedule



CITY OF BASTROP					
FUND	DEPARTMENT		DIVISION		
101 GENERAL FUND	05 FINANCE		15 UTILITY CUSTOMER SERVICE		
SUMMARY					
CATEGORIES	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	PROPOSED 2019	PLANNING 2020
PERSONNEL COSTS	\$220,931	\$232,782	\$237,072	\$248,623	\$259,812
SUPPLIES AND MATERIALS	\$23,479	\$23,640	\$22,400	\$22,200	\$22,200
MAINTENANCE AND REPAIRS	\$22,690	\$23,500	\$22,562	\$34,175	\$35,360
OCCUPANCY	\$10,211	\$8,424	\$8,550	\$10,590	\$10,940
CONTRACTUAL SERVICES	\$425,787	\$480,240	\$522,600	\$552,626	\$570,630
OTHER CHARGES	(\$263,248)	\$5,470	\$2,200	\$3,200	\$3,200
CAPITAL OUTLAY	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$439,850	\$774,056	\$815,384	\$871,414	\$902,142
PERSONNEL SCHEDULE					
POSITION TITLE	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	APPROVED 2019	PLANNING 2020
CUSTOMER SERVICE SPECIALIST II	3.000	3.000	3.000	2.000	2.000
CUSTOMER SERV COORDINATOR	0.000	0.000	0.000	1.000	1.000
CUSTOMER SERV SUPERVISOR	1.000	1.000	1.000	1.000	1.000
TOTAL FTEs	4.000	4.000	4.000	4.000	4.000

Utility Customer Service



Human Resources supports the City in attracting and retaining a qualified, capable, and diverse workforce to provide the highest quality of exemplary services to the citizens of Bastrop.

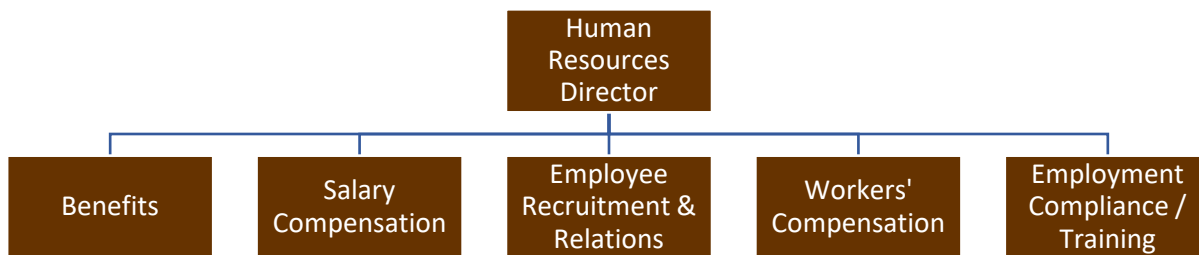


Human Resources

Department Description

Human Resources provides responsible leadership and direction in human resource services, including managing and administering recruitment, compensation, benefits, employee relations, training and records management program. Monitors personnel policies and practices for compliance with local, state, and federal laws that govern municipal employment practices. Conducts and / or coordinates training and seminars for employee orientation, policies, and procedures, performance management, safety and other programs that benefit the organization and employees.

Organizational Chart



Goals and Objectives for FY 2019

- Launch Neogov and have all departments utilize the program.
- Continue scanning all HR documents into LaserFiche.
- Continue compliance training.
- Enhance safety training for all personnel.
- Continue to update all job descriptions.
- Maintain pay plan integrity.
- Monitor and maintain personnel policies for compliance with local, state, and federal laws that govern municipal employment practices.

Recent Accomplishments for FY 2018

- ✓ Medical insurance rates will not increase for FY 2019!!
- ✓ Introduced Compass Medical Concierge Services to employees saving \$107,000 in medical costs in Year 1, with 34% employee engagement.
- ✓ Coordinated City participation in the NIBBLES Backpack Program, where City employees built food bags, feeding 100 food insecure BISD students each weekend during the school year bridging the gap between Fridays and Mondays.
- ✓ Updated 20 job descriptions.
- ✓ Received <25 Workers Compensation claims resulting in < 5 lost time claims.
- ✓ Updated On-Call/Call Out Policy.
- ✓ Implemented Neogov Software to improve efficiency related to employee onboarding and on-line job applications.
- ✓ Tanya Cantrell completed PIO Certification.

Human Resources

FY 2019 Fund Summary & Personnel Schedule



FUND		DEPARTMENT			DIVISION	
101 GENERAL FUND		06 HUMAN RESOURCE			00 NON-DIVISION	
SUMMARY						
CATEGORIES	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	PROPOSED 2019	PLANNING 2020	
PERSONNEL COSTS	\$142,099	\$149,153	\$150,371	\$157,278	\$164,147	
SUPPLIES AND MATERIALS	\$3,087	\$2,425	\$1,600	\$1,750	\$1,750	
MAINTENANCE AND REPAIRS	\$0	\$0	\$0	\$8,803	\$8,803	
OCCUPANCY	\$3,614	\$1,200	\$2,268	\$2,268	\$2,268	
CONTRACTUAL SERVICES	\$63	\$4,200	\$2,200	\$2,000	\$2,000	
OTHER CHARGES	(\$19,328)	\$21,810	\$19,471	\$19,930	\$19,930	
CAPITAL OUTLAY	\$0	\$0	\$0	\$0	\$0	
TOTAL EXPENDITURES	\$129,535	\$178,788	\$175,910	\$192,029	\$198,898	
PERSONNEL SCHEDULE						
POSITION TITLE	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	APPROVED 2019	PLANNING 2020	
EXEC. ADMIN ASSIST	0.625	0.625	0.625	0.625	0.625	
HR DIRECTOR	1.000	1.000	1.000	1.000	1.000	
TOTAL FTEs	1.625	1.625	1.625	1.625	1.625	

Human Resources



BASTROPTX
Heart of the Lost Pines
Est. 1832

This page is intentionally left blank.

Information Technology Department provides technical support to the organization, implements state-of-the-art technology, and plans for future technology initiatives . . . because failure is NOT an option!

Staff



Andres Rosales
Director



Jesse Miga
System Administrator

INFORMATION TECHNOLOGY DEPARTMENT

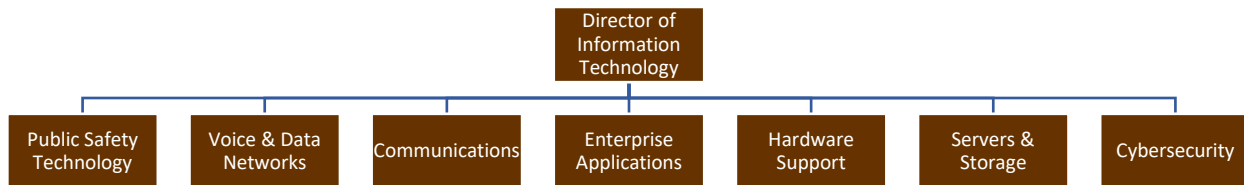


Information Technology

Department Description

Information Technology Department provides automated solutions that are effectively aligned with business requirements and tailored to provide support and service to internal and external customers. Our customers are diverse, ranging from elected officials, city management and staff, to citizens, businesses, and visitors.

Organizational Chart



Goals and Objectives for FY 2019

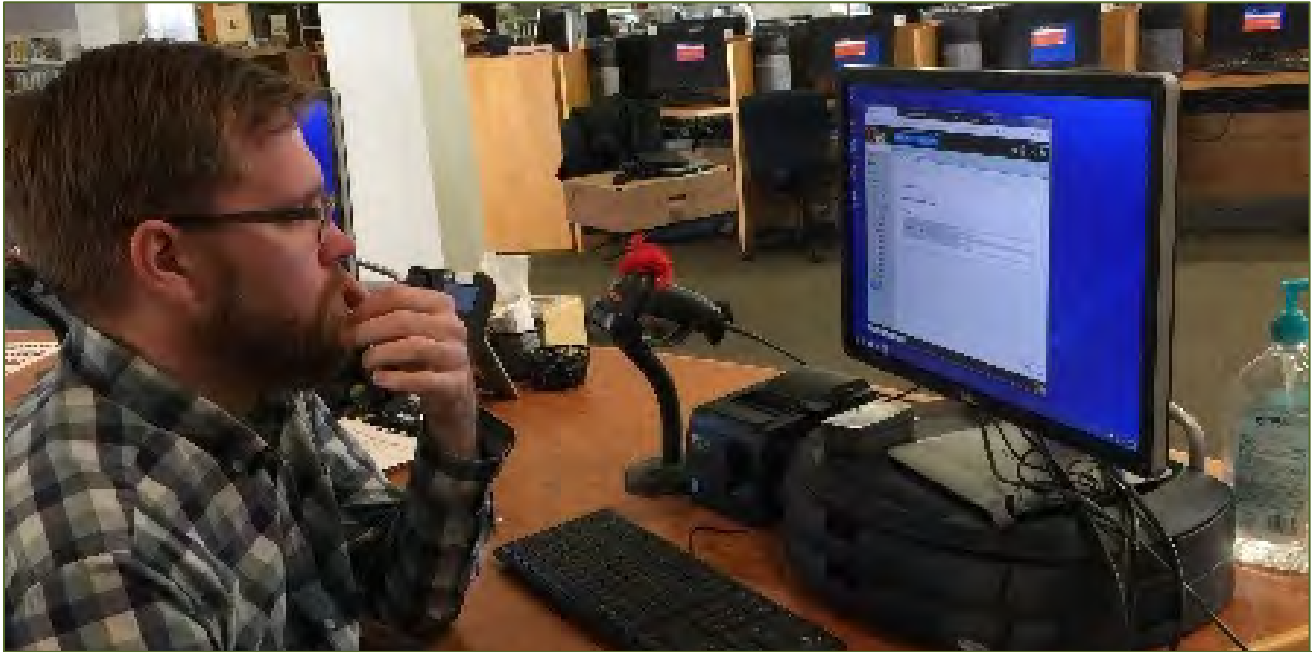
- Manage various interconnected local-area networks that form the City's wide-area network.
- Achieve Center for Internet Security (CIS) Best Practices by becoming compliant in all 20 areas, accomplishing 171 tasks.
- Administer a revolving technology replacement program that ensures scheduled replacement of hardware, such as desktop computers and servers, before they become obsolete.
- Install and maintain IT equipment (such as workstations, printers, servers, and network / telecommunications hardware).
- Analyze emerging technology and determine how and when its application becomes relevant and cost effective to City business.

Recent Accomplishments for FY 2018

- ✓ Added capacity and redundancy to the Police Department's video storage, increasing capacity by 300%.
- ✓ Upgraded all server operating systems from 2008 to 2016.
- ✓ Jesse Miga hired as full-time Systems Administrator, a position added in the FY 2018 budget.
- ✓ Managed the transition and implementation of a new Police Records Management System (RMS), Computer Aided Dispatch (CAD) Program, electronic ticket writing and Municipal Court Software program.

Information Technology

FY 2019 Fund Summary & Personnel Schedule



CITY OF BASTROP					
FUND	DEPARTMENT		DIVISION		
101 GENERAL FUND	07 INFORMATION TECHNOLOGY		00 NON-DIVISION		
SUMMARY					
CATEGORIES	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	PROPOSED 2019	PLANNING 2020
PERSONNEL COSTS	\$151,530	\$211,926	\$207,791	\$232,895	\$243,442
SUPPLIES AND MATERIALS	\$14,510	\$15,500	\$15,800	\$12,900	\$11,900
MAINTENANCE AND REPAIRS	\$144,640	\$96,910	\$96,410	\$119,930	\$116,330
OCCUPANCY	\$13,704	\$3,585	\$10,312	\$11,112	\$10,800
CONTRACTUAL SERVICES	\$7,574	\$22,137	\$22,137	\$20,773	\$20,773
OTHER CHARGES	(\$106,059)	\$7,000	\$7,000	\$9,000	\$9,000
CAPITAL OUTLAY	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$225,899	\$357,058	\$359,450	\$406,610	\$412,245
PERSONNEL SCHEDULE					
POSITION TITLE	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	APPROVED 2019	PLANNING 2020
IT DIRECTOR	1.000	1.000	1.000	1.000	1.000
IT SYSTEM ADMINISTRATOR	0.500	1.000	1.000	1.000	1.000
TOTAL FTEs	1.500	2.000	2.000	2.000	2.000

Information Technology



BASTROPTX
Heart of the Lost Pines
Est. 1832

This page is intentionally left blank.

NOTE: The General Fund portion of this budget is shown in this department. However, this division has transferred into the HOT Fund in the Hospitality & Downtown Department. Funds will be transferred into HOT on October 1st of each year.



Filming & Broadcasting



Department Description

NOTE: The General Fund portion of the budget is shown in this department. However, this division has transferred into the HOT Fund in the Hospitality & Downtown Department. Funds will be transferred into HOT on October 1st of each year.

Organizational Chart

N/A

Goals and Objectives for FY 2019

N/A

Recent Accomplishments for FY 2018

N/A

Filming & Broadcasting



FY 2019 Fund Summary & Personnel Schedule



CITY OF BASTROP					
FUND	DEPARTMENT		DIVISION		
101 GENERAL FUND	08 FILMING/BROADCASTING		00 NON-DIVISION		
SUMMARY					
CATEGORIES	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	PROPOSED 2019	PLANNING 2020
PERSONNEL COSTS	\$35,082	\$76,004	\$80,003	\$0	\$0
SUPPLIES AND MATERIALS	\$5,204	\$2,500	\$2,000	\$0	\$0
CONTRACTUAL SERVICES	\$6,692	\$16,300	\$13,500	\$0	\$0
OCCUPANCY	\$509	\$3,660	\$3,580	\$0	\$0
OTHER CHARGES	\$353	\$6,000	\$2,350	\$0	\$0
TOTAL EXPENDITURES	\$47,840	\$104,464	\$101,433	\$0	\$0
PERSONNEL SCHEDULE					
POSITION TITLE	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	APPROVED 2019	PLANNING 2020
CHIEF STORY TELLER	0.500	1.000	1.000	0.000	0.000
TEMP ASST. CHIEF STORYTELLER	0.000	0.000	0.481	0.000	0.000
TOTAL FTEs	0.500	1.000	0.000	0.000	0.000

Filming & Broadcasting



BASTROPTX
Heart of the Lost Pines
Est. 1832

This page is intentionally left blank.



“The sole reason we exist is to protect and serve the citizens of Bastrop.”

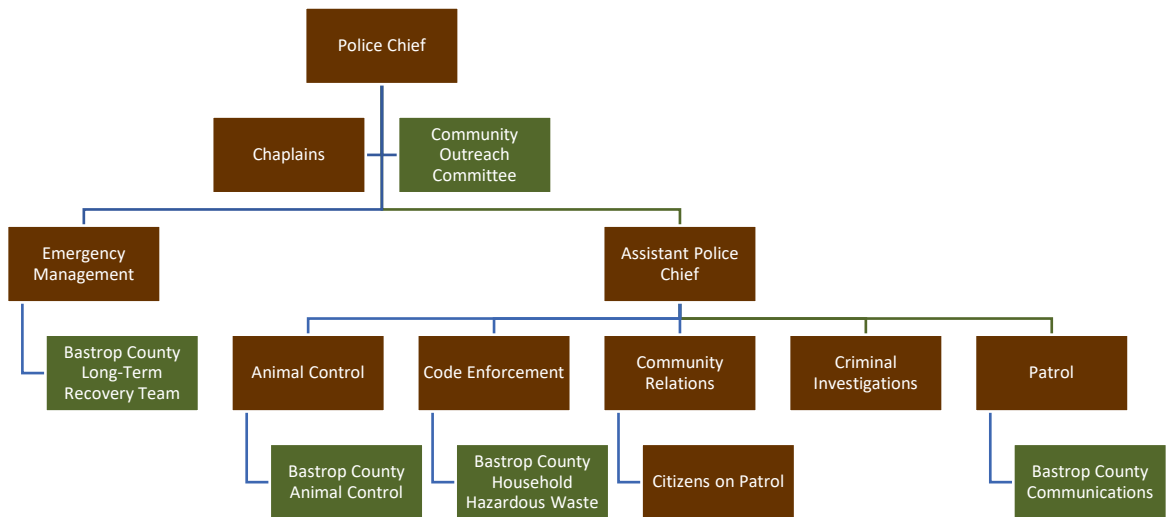


Police

Department Description

Providing enhanced safety and an overwhelming sense of security to our community is what the dedicated men and women of the Bastrop Police Department strive to accomplish every minute of every day. The twenty-two (22) sworn officers and four (4) civilians compose this premier law enforcement agency and are committed to integrity, service, and professionalism. The Bastrop Police Department consists of the following Divisions/Sections: Police Administration, Patrol Division, Criminal Investigations Division, Community Resource/Crime Prevention, Animal Control/Code Compliance, and Emergency Management.

Organizational Chart



Goals and Objectives for FY 2019

- Clearing cases and making timely, lawful arrests.
- Acceptance into Texas Police Chief's Association Best Practice Recognition Program.
- Increase public engagement and crime prevention through community patrols.
- Establishing and maintaining community engagement through various outreach programs and open, transparent communications.
- Provide education information and pursue avenues to generate voluntary compliance pertaining to Code Enforcement and Animal Control.
- Enhance the City's ability to prepare, mitigate, respond and recover to an Emergency Management Incident through discussion-based / operational-based training and exercises.

Recent Accomplishments for FY 2018

- ✓ Implemented Tyler Technologies Computer Aided Dispatch & Records Management System.
- ✓ Thirty-nine percent (39%) Clearance Rate for Part I Index Crimes this year compared to State's three-year average of 28.5%.
- ✓ 57% of all officers have achieved the highest Peace Officer Certification, "Master Peace Officer".
- ✓ 35% of all officers are certified Mental Health Officers.
- ✓ 81 chickens removed since the feral chicken relocation program began in February 2018.
- ✓ 45 different employees participated in 1,851 hours of Emergency Management training.
- ✓ 89 children attended Teen & Junior Police Academies.

Police

FY 2019 Fund Summary & Personnel Schedule



CITY OF BASTROP					
FUND	DEPARTMENT		DIVISION		
101 GENERAL FUND	09 POLICE		10 ADMINISTRATION		
SUMMARY					
CATEGORIES	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	PROPOSED 2019	PLANNING 2020
PERSONNEL COSTS	\$466,430	\$529,620	\$536,959	\$585,546	\$605,213
SUPPLIES AND MATERIALS	\$52,000	\$31,091	\$30,826	\$30,537	\$32,735
MAINTENANCE AND REPAIRS	\$25,390	\$36,078	\$35,828	\$47,362	\$50,207
OCCUPANCY	\$61,224	\$43,620	\$39,920	\$45,846	\$46,446
CONTRACTUAL SERVICES	\$346,381	\$367,715	\$365,665	\$358,811	\$358,811
OTHER CHARGES	\$32,658	\$38,873	\$34,223	\$37,335	\$39,005
CAPITAL OUTLAY	\$361,387	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$1,345,470	\$1,046,997	\$1,043,421	\$1,105,437	\$1,132,417
PERSONNEL SCHEDULE					
POSITION TITLE	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	APPROVED 2019	PLANNING 2020
ADMIN ASSIST	1.000	1.000	1.000	1.000	1.000
ADMIN. OFFICER	1.000	1.000	1.000	1.000	1.000
ASST. POLICE CHIEF	1.000	1.000	1.000	1.000	1.000
DIR OF PUBLIC SAFETY	1.000	1.000	1.000	1.000	1.000
RECORDS CLERK	0.500	0.500	0.500	1.000	1.000
RECORDS TECHNICIAN	1.000	1.000	1.000	1.000	1.000
TOTAL FTEs	5.500	5.500	5.500	6.000	6.000

Administration - Police

FY 2019 Fund Summary & Personnel Schedule



CITY OF BASTROP					
FUND	DEPARTMENT		DIVISION		
101 GENERAL FUND	09 POLICE		12 CODE ENFORCEMENT		
SUMMARY					
CATEGORIES	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	PROPOSED 2019	PLANNING 2020
PERSONNEL COSTS	\$59,044	\$62,133	\$61,829	\$63,992	\$66,862
SUPPLIES AND MATERIALS	\$4,087	\$4,200	\$4,150	\$5,276	\$4,954
MAINTENANCE AND REPAIRS	\$805	\$2,906	\$2,456	\$3,754	\$3,754
OCCUPANCY	\$0	\$0	\$0	\$0	\$0
CONTRACTUAL SERVICES	\$3,851	\$10,300	\$9,100	\$10,390	\$11,490
OTHER CHARGES	\$13,859	\$19,850	\$19,150	\$20,135	\$25,139
TOTAL EXPENDITURES	\$81,646	\$99,389	\$96,685	\$103,547	\$112,199
PERSONNEL SCHEDULE					
POSITION TITLE	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	APPROVED 2019	PLANNING 2020
CODE COMPLIANCE	1.000	1.000	1.000	1.000	1.000
TOTAL FTEs	1.000	1.000	1.000	1.000	1.000

Code Enforcement & Animal Control

FY 2019 Fund Summary (No personnel assigned to this division)



CITY OF BASTROP					
FUND	DEPARTMENT		DIVISION		
101 GENERAL FUND	09 POLICE		14 EMERGENCY MANAGEMENT		
SUMMARY					
CATEGORIES	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	PROPOSED 2019	PLANNING 2020
SUPPLIES AND MATERIALS	\$8,786	\$870	\$54,370	\$34,500	\$34,300
MAINTENANCE AND REPAIRS	\$2,238	\$3,950	\$450	\$3,200	\$3,200
OCCUPANCY	\$0	\$0	\$1,500	\$7,820	\$7,820
CONTRACTUAL SERVICES	\$0	\$0	\$0	\$10,000	\$0
OTHER CHARGES	\$1,492	\$2,000	\$2,000	\$3,750	\$3,750
CAPITAL OUTLAY	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$12,516	\$6,820	\$58,320	\$59,270	\$49,070

Emergency Management

FY 2019 Fund Summary & Personnel Schedule



CITY OF BASTROP

FUND
101 GENERAL FUND

DEPARTMENT
09 POLICE

DIVISION
21 CID

SUMMARY

CATEGORIES	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	PROPOSED 2019	PLANNING 2020
PERSONNEL COSTS	\$258,000	\$281,744	\$253,309	\$268,790	\$281,743
SUPPLIES AND MATERIALS	\$3,255	\$4,260	\$4,260	\$6,640	\$4,383
MAINTENANCE AND REPAIRS	\$202	\$2,318	\$2,138	\$3,954	\$3,774
OCCUPANCY	\$0	\$0	\$0	\$0	\$0
CONTRACTUAL SERVICES	\$1,343	\$4,097	\$3,097	\$3,602	\$3,602
OTHER CHARGES	\$4,723	\$5,090	\$4,690	\$7,090	\$7,357
CAPITAL OUTLAY	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$267,523	\$297,509	\$267,494	\$290,076	\$300,859

PERSONNEL SCHEDULE

POSITION TITLE	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	APPROVED 2019	PLANNING 2020
POLICE DETECTIVE	2.000	3.000	3.000	3.000	3.000
TOTAL FTEs	2.000	3.000	3.000	3.000	3.000

Criminal Investigations

FY 2019 Fund Summary & Personnel Schedule



CITY OF BASTROP					
FUND	DEPARTMENT		DIVISION		
101 GENERAL FUND	09 POLICE		22 PATROL		
SUMMARY					
CATEGORIES	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	PROPOSED 2019	PLANNING 2020
PERSONNEL COSTS	\$1,293,835	\$1,348,284	\$1,321,110	\$1,545,485	\$1,609,123
SUPPLIES AND MATERIALS	\$84,911	\$67,022	\$66,522	\$96,011	\$136,159
MAINTENANCE AND REPAIRS	\$16,638	\$17,034	\$15,534	\$22,674	\$22,674
CONTRACTUAL SERVICES	\$12,329	\$14,125	\$11,125	\$16,948	\$16,948
OTHER CHARGES	\$9,887	\$10,770	\$8,270	\$11,070	\$11,070
CAPITAL OUTLAY	\$0	\$0	\$0	\$0	\$127,803
TOTAL EXPENDITURES	\$1,417,600	\$1,457,235	\$1,422,561	\$1,692,188	\$1,923,777
PERSONNEL SCHEDULE					
POSITION TITLE	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	APPROVED 2019	PLANNING 2020
CORPORAL	2.000	2.000	2.000	2.000	2.000
POLICE OFFICER	4.000	4.000	4.000	4.000	4.000
POLICE OFFICER I	2.000	2.000	2.000	2.000	2.000
SENIOR OFFICER	5.000	4.000	4.000	6.000	6.000
SERGEANT	3.000	3.000	3.000	3.000	3.000
TOTAL FTEs	16.000	15.000	15.000	17.000	17.000

Patrol

FY 2019 Fund Summary & Personnel Schedule



CITY OF BASTROP					
FUND	DEPARTMENT		DIVISION		
101 GENERAL FUND	09 POLICE		23 CRIME PREVENTION		
SUMMARY					
CATEGORIES	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	PROPOSED 2019	PLANNING 2020
PERSONNEL COSTS	\$84,686	\$97,983	\$96,039	\$102,075	\$106,926
SUPPLIES AND MATERIALS	\$2,329	\$4,445	\$4,445	\$10,570	\$9,670
MAINTENANCE AND REPAIRS	\$284	\$2,036	\$2,036	\$4,476	\$4,476
CONTRACTUAL SERVICES	\$1,227	\$2,345	\$2,345	\$3,922	\$3,922
OTHER CHARGES	\$267	\$2,320	\$2,320	\$4,659	\$4,570
TOTAL EXPENDITURES	\$88,793	\$109,129	\$107,185	\$125,702	\$129,564
PERSONNEL SCHEDULE					
POSITION TITLE	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	APPROVED 2019	PLANNING 2020
SENIOR OFFICER	1.000	1.000	1.000	1.000	1.000
TOTAL FTEs	1.000	1.000	1.000	1.000	1.000

Crime Prevention

Our purpose is to protect the lives and property of the citizens, businesses, and visitors to our community.

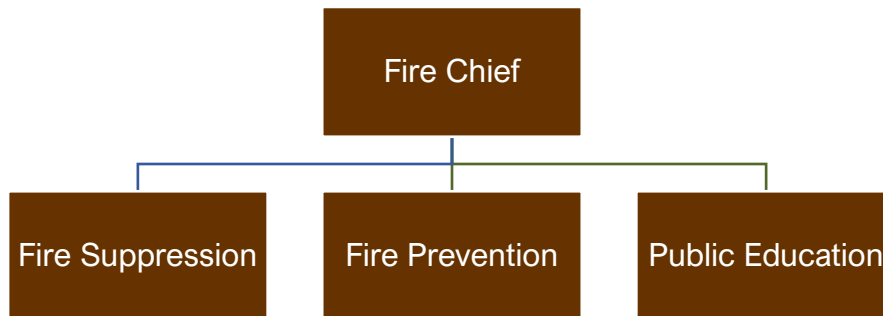


Fire

Department Description

The Fire Department's primary purpose is to protect the lives and property of the citizens, businesses, and visitors to our community. The department is called on to handle anything from minor emergencies to major disasters and continually seeks opportunities to serve and engage our community through outstanding customer service. Service is accomplished through the delivery of fire suppression operations, fire prevention, and public education.

Organizational Chart



Goals and Objectives for FY 2019

- Implement a Fire Feasibility Study in FY 2019.
- Complete Station #2 lease with Bastrop ESD #2.
- Respond to all requests for service with a high level of efficiency and preparedness.
- Manage all scenes to ensure the safety of all citizens and fire personnel.
- Conduct training for operational effectiveness and standardization for all personnel.
- Provide and promote fire safety education to all.

Recent Accomplishments for FY 2018

- ✓ Increased paid coverage by 100% from 5 days (40 hours) per week to 7 days (84 hours per week).
- ✓ Received a grant for 200 smoke detectors for senior citizens from the Insurance Council of Texas.
- ✓ Received a grant for \$8,000 from State Farm to purchase fire alarms for the hearing impaired.
- ✓ Replaced the outdated VHF Radio Repeater to maintain reliable communications.

Fire

FY 2019 Fund Summary & Personnel Schedule



CITY OF BASTROP

FUND
101 GENERAL FUND

DEPARTMENT
11 FIRE

DIVISION
00 NON-DIVISION

SUMMARY

CATEGORIES	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	PROPOSED 2019	PLANNING 2020
PERSONNEL COSTS	\$159,335	\$258,223	\$236,285	\$326,447	\$341,182
SUPPLIES AND MATERIALS	\$98,534	\$62,900	\$64,819	\$70,490	\$64,340
MAINTENANCE AND REPAIRS	\$53,361	\$49,600	\$49,300	\$56,100	\$48,000
OCCUPANCY	\$35,281	\$37,730	\$37,730	\$40,512	\$40,712
CONTRACTUAL SERVICES	\$71,157	\$105,337	\$101,447	\$81,041	\$81,041
OTHER CHARGES	\$23,147	\$27,075	\$24,988	\$28,525	\$30,025
CAPITAL OUTLAY	\$42,749	\$0	\$0	\$11,000	\$12,000
TOTAL EXPENDITURES	\$483,564	\$540,865	\$514,569	\$614,115	\$617,300

PERSONNEL SCHEDULE

POSITION TITLE	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	APPROVED 2019	PLANNING 2020
FIRE CHIEF	1.000	1.000	1.000	1.000	1.000
FIREFIGHTER	4.200	4.200	4.200	6.300	6.300
TOTAL FTEs	5.200	5.200	5.200	7.300	7.300

Fire



BASTROPTX
Heart of the Lost Pines
Est. 1832

This page is intentionally left blank.



Our purpose is to provide a fair and equitable Court of Record in a user-friendly environment.

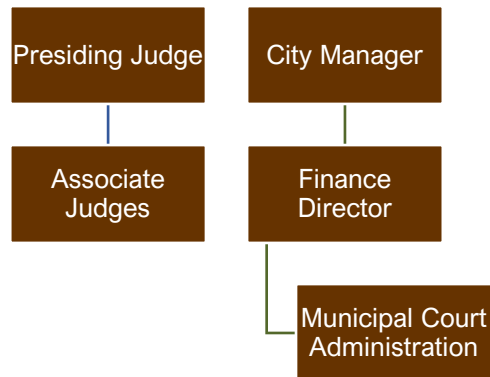


Municipal Court

Department Description

Municipal Court is a Court of Record and processes approximately 3,000 cases annually, which translates into this Court sees more people than any other court in the County. This Court processes complaints filed by Bastrop Police Department, Citizens of the City, Bastrop Independent School District, and Officials of the City of Bastrop. After adjudication, the Court is responsible to impose collection of all fines, maintain all records regarding court cases, prepare reports as required, to magistrate, set bonds or fines, sign warrants for failure to comply with Court Orders, Failure to Appear or Violation of Promise to Appear and issue warrants on A and B misdemeanor and felony cases originating in the City of Bastrop.

Organizational Chart



Goals and Objectives for FY 2019

- Treat all internal and external customers with professional courtesy and respect.
- Complete the life cycle of a case as simply and expeditiously as possible.

Recent Accomplishments for FY 2018

- ✓ Became a Court of Record.
- ✓ Added two (2) Associate Judges to handle court-related matters on weekends.
- ✓ Have a new Prosecutor.
- ✓ As of February 2018, all clerks are state certified.
- ✓ Closed court cases from 1997 (2), 2000, 2001, and 2010 (10).

Municipal Court

FY 2019 Fund Summary & Personnel Schedule



CITY OF BASTROP					
FUND	DEPARTMENT		DIVISION		
101 GENERAL FUND	12 MUNICIPAL COURT		00 NON-DIVISION		
SUMMARY					
CATEGORIES	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	PROPOSED 2019	PLANNING 2020
PERSONNEL COSTS	\$231,761	\$239,403	\$240,399	\$248,089	\$265,496
SUPPLIES AND MATERIALS	\$18,272	\$17,500	\$7,000	\$7,500	\$7,500
MAINTENANCE AND REPAIRS	\$7,899	\$8,300	\$7,800	\$17,000	\$20,250
OCCUPANCY	\$8,433	\$6,000	\$4,200	\$4,200	\$4,400
CONTRACTUAL SERVICES	\$30,726	\$56,408	\$45,050	\$60,450	\$63,550
OTHER CHARGES	\$4,610	\$8,231	\$5,810	\$6,010	\$6,390
CAPITAL OUTLAY	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$301,701	\$335,842	\$310,259	\$343,249	\$367,586
PERSONNEL SCHEDULE					
POSITION TITLE	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	APPROVED 2019	PLANNING 2020
COURT ADMINISTRATOR	1.000	1.000	1.000	1.000	1.000
COURT CLERK/JUVENILE CASES	1.000	1.000	1.000	1.000	1.000
COURT CLERK/TRIAL COORDINATOR	1.000	1.000	1.000	1.000	1.000
JUDGE	1.000	1.000	1.000	1.000	1.000
MC VOE CLERK	0.250	0.250	0.250	0.250	0.250
TOTAL FTEs	4.250	4.250	4.250	4.250	4.250

Municipal Court



BASTROPTX
Heart of the Lost Pines
Est. 1832

This page is intentionally left blank.

**Preserving the past while facilitating growth
and quality of life in harmony with the vision
for the City of Bastrop.**

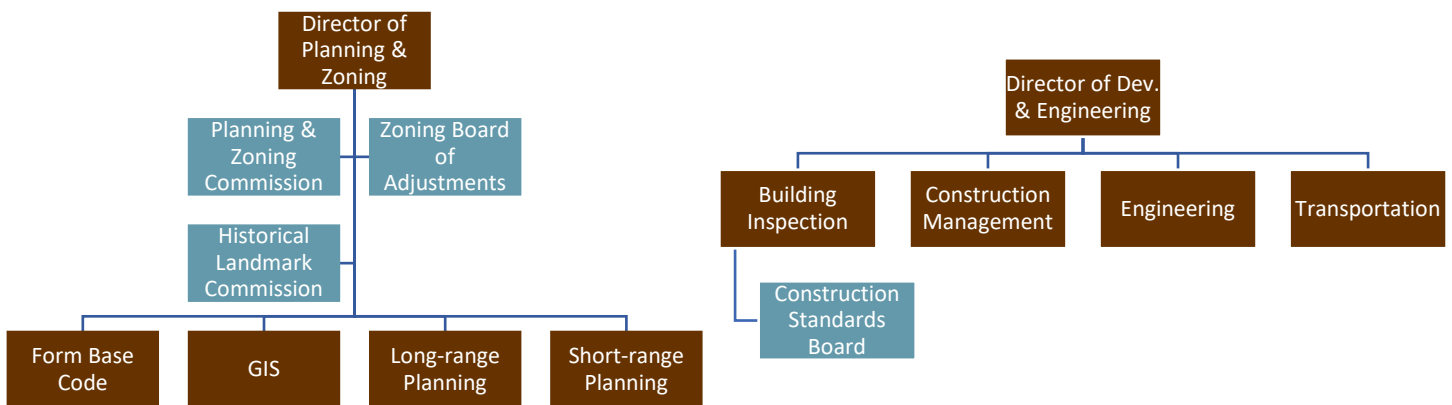


Development Services

Department Description

Development Services consists of Engineering & Development and Planning & Zoning. **Engineering & Development** provides and facilitates the building process and ensures the implementation of a plan through development by providing project engineering analysis, guidance and direction to assure projects meet objectives and sound fail-safe engineering practices, and transportation planning. The development process also provides document review for compliance with building codes and standards. Building Inspection maintains consistency in field directives and assures construction and building code compliance are met. **Planning & Zoning** facilitates land planning related to zoning, conditional use, platting, historical significance and variances. Planning staff accepts and processes development applications as they relate to land planning; and provides expertise and guidance on the update of codes and ordinances.

Organizational Chart



Goals and Objectives for FY 2019

- Participate in the Code revision process to update the Zoning Code, Sign Code, Subdivision Ordinance, and the adoption of the 2018 International Building Code.
- Hire key personnel.
- Ensure life-safety measures for infrastructure and construction are being upheld throughout the community.
- Meet scheduled completion dates through better planning and overview.
- Increase customer satisfaction through more effective response time to questions.

Recent Accomplishments for FY 2018

- ✓ Historic Landmark Ordinance was updated and adopted.
- ✓ Developed Professional Services Request for Qualifications and received 49 submittals.
- ✓ Issued 916 permits totaling \$507,000 in revenue. (Residential – 377; Commercial – 539)
- ✓ Alcohol Beverage Ordinance was updated and adopted.
- ✓ Developed a draft Subdivision Ordinance to update public improvement and drainage standards.

Development Services

FY 2019 Fund Summary & Personnel Schedule



CITY OF BASTROP					
FUND	DEPARTMENT		DIVISION		
101 GENERAL FUND	15 DEVELOPMENT SERVICES		16 ENGINEERING AND DEVELOPMENT		
SUMMARY					
CATEGORIES	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	PROPOSED 2019	PLANNING 2020
PERSONNEL COSTS	\$0	\$297,611	\$191,109	\$346,896	\$362,513
SUPPLIES AND MATERIALS	\$0	\$3,000	\$2,900	\$3,500	\$2,500
MAINTENANCE AND REPAIRS	\$0	\$9,350	\$8,350	\$13,350	\$13,350
OCCUPANCY	\$0	\$2,000	\$2,000	\$2,000	\$2,000
CONTRACTUAL SERVICES	\$0	\$300	\$100,300	\$66,100	\$86,100
OTHER CHARGES	\$0	\$7,300	\$0	\$6,645	\$6,800
CAPITAL OUTLAY	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$0	\$319,561	\$304,659	\$438,491	\$473,263
PERSONNEL SCHEDULE					
POSITION TITLE	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	APPROVED 2019	PLANNING 2020
BUILDING INSPECTOR	0.000	0.000	0.000	1.000	1.000
BUILDING OFFICIAL	1.000	1.000	1.000	1.000	1.000
CITY ENGINEER (50%)	1.000	0.500	0.500	0.500	0.500
GIS/PERMIT SPECIALIST	1.000	1.000	1.000	1.000	1.000
TOTAL FTEs	3.000	2.500	2.500	3.500	3.500

Engineering & Development

FY 2019 Fund Summary & Personnel Schedule



CITY OF BASTROP					
FUND	DEPARTMENT		DIVISION		
101 GENERAL FUND	15 DEVELOPMENT SERVICES		PLANNING & ZONING		
SUMMARY					
CATEGORIES	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	PROPOSED 2019	PLANNING 2020
PERSONNEL COSTS	\$464,231	\$286,444	\$164,606	\$460,383	\$481,261
SUPPLIES AND MATERIALS	\$10,699	\$9,400	\$11,700	\$7,400	\$6,900
MAINTENANCE AND REPAIRS	\$20,129	\$12,900	\$13,000	\$14,200	\$15,000
OCCUPANCY	\$12,571	\$6,600	\$6,600	\$6,600	\$6,600
CONTRACTUAL SERVICES	\$168,331	\$92,350	\$293,600	\$35,250	\$101,250
OTHER CHARGES	(\$9,179)	\$47,846	\$48,000	\$53,050	\$60,000
CAPITAL OUTLAY	\$54,999	\$10,000	\$10,000	\$10,000	\$0
TOTAL EXPENDITURES	\$721,781	\$465,540	\$547,506	\$586,883	\$671,011
PERSONNEL SCHEDULE					
POSITION TITLE	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	APPROVED 2019	PLANNING 2020
ASST. PLANNING DIRECTOR	0.000	1.000	1.000	1.000	1.000
PLANNER	0.000	1.000	1.000	2.000	2.000
PLANNING DIRECTOR	1.000	1.000	1.000	1.000	1.000
PLANNING TECH	1.000	1.000	1.000	1.000	1.000
PROJECT COORDINATOR	1.000	0.000	0.000	0.000	0.000
TOTAL FTEs	3.000	4.000	4.000	5.000	5.000

Planning & Zoning

“Public Works, through its dedicated employees, strive to plan, design, build, maintain, and operate public infrastructure in a manner that respects the environment and the ability of government to adequately preserve these assets for succeeding generations.”

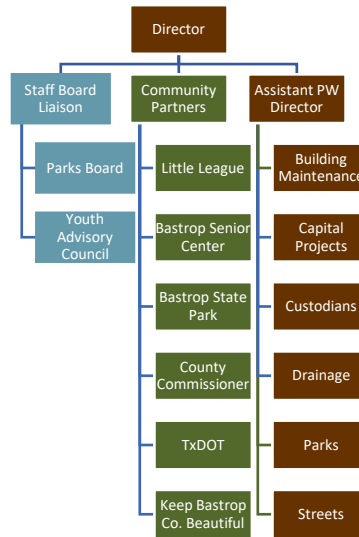


Public Works

Department Description

Public Works maintain all City street surfaces, street signage, storm drainage, and building maintenance. Streets & Drainage maintains 64 miles of paved streets, 50 miles of open drainage ditches, 78 miles of storm sewer, 1450 street signs, 98,562 linear feet of sidewalk, and mow 25.5 miles of rights-of-way. Building Maintenance maintains 11 public facilities, 115,000 square feet of space, daily cleaning, property maintenance including painting, lighting, and inspections of roofing, HVAC, foundations, etc. Parks mow 106.1 acres of parkland, 10.5 acres of facilities, perform rodeo arena maintenance and rental, and maintain trails. Special Events & Reservations has moved to Hospitality & Downtown located in the HOT Fund. The General Fund portion of the budget is shown in this department. However, it is transferred into the HOT Fund on October 1st of each year.

Organizational Chart



Goals and Objectives for FY 2019

- Implement Year 1 of the Street Maintenance Program including performing the crack-sealing function in-house.
- Continue quarterly Street striping schedule.
- Develop a communication protocol for neighborhoods impacted by street maintenance.
- Provide monthly CIP updates at the 1st Council meeting of each month to update community on progress of each project.
- Implement a Public Works Procurement schedule to ensure all materials are ordered timely in accordance to state law requirements.
- Develop a 10-year maintenance schedule for Parks.
- Develop a 10-year maintenance schedule for Building Maintenance.
- Oversee the Sidewalk Improvement Program.

Recent Accomplishments for FY 2018

- ✓ Hired Curtis Hancock as Assistant Public Works Director.
- ✓ Worked over 2,150 hours of permitted and non-permitted special events.
- ✓ Completed installation of new street signage.
- ✓ Completed 1st year of Right-of-Way mowing contract.
- ✓ Reconstructed Childress Street.
- ✓ Completed Delgado Park, Phase I.
- ✓ Developed Year 1 & 2 of Street Maintenance Plan based on PCI Study completed in January 2018.
- ✓ Completed design of Skate Park.
- ✓ Completed quarterly Street striping schedule.

Public Works

FY 2019 Fund Summary & Personnel Schedule



CITY OF BASTROP

FUND
101 GENERAL FUND

DEPARTMENT
18 PUBLIC WORKS

DIVISION
10 ADMINISTRATION

SUMMARY

CATEGORIES	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	PROPOSED 2019	PLANNING 2020
PERSONNEL COSTS	\$672,802	\$805,198	\$719,747	\$177,702	\$182,822
SUPPLIES AND MATERIALS	\$10,131	\$13,400	\$15,000	\$10,800	\$16,050
MAINTENANCE AND REPAIRS	\$8,210	\$2,500	\$0	\$0	\$0
OCCUPANCY	\$12,722	\$12,000	\$12,000	\$16,800	\$16,800
CONTRACTUAL SERVICES	\$66,770	\$214,459	\$268,618	\$239,700	\$231,200
OTHER CHARGES	\$12,036	\$11,400	\$7,800	\$8,650	\$9,900
CAPITAL OUTLAY	\$387,194	\$0	\$6,500	\$0	\$0
TOTAL EXPENDITURES	\$1,169,865	\$1,058,957	\$1,029,665	\$453,652	\$456,772

PERSONNEL SCHEDULE

POSITION TITLE	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	APPROVED 2019	PLANNING 2020
ASSISTANT PW DIRECTOR	0.000	0.500	0.250	0.250	0.250
DIR OF PW/UTIL/LEISURE SERVICES	0.250	0.250	0.250	0.250	0.250
MECHANIC	1.000	1.000	1.000	1.000	1.000
PW TECHNICIAN	0.500	0.500	0.375	0.375	0.375
TOTAL FTEs	1.750	2.250	1.875	1.875	1.875

Administration – Public Works

FY 2019 Fund Summary & Personnel Schedule



CITY OF BASTROP					
FUND	DEPARTMENT		DIVISION		
101 GENERAL FUND	18 PUBLIC WORKS		15 STREETS / DRAINAGE		
SUMMARY					
CATEGORIES	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	PROPOSED 2019	PLANNING 2020
PERSONNEL	\$0	\$0	\$0	\$626,189	\$653,179
SUPPLIES AND MATERIALS	\$43,738	\$34,000	\$32,500	\$59,525	\$58,000
MAINTENANCE AND REPAIRS	\$153,409	\$180,005	\$142,915	\$70,100	\$77,500
CONTRACTUAL SERVICES	\$12,024	\$12,375	\$11,000	\$12,375	\$12,375
OTHER CHARGES	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$209,171	\$226,380	\$186,415	\$768,189	\$801,054
PERSONNEL SCHEDULE					
POSITION TITLE	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	APPROVED 2019	PLANNING 2020
EQUIPMENT OPERATOR I	3.000	3.000	3.000	3.000	3.000
EQUIPMENT OPERATOR II	2.000	3.000	3.000	3.000	3.000
PW CREW LEADER	1.000	1.000	1.000	1.000	1.000
PW-MAINTENANCE WORKER I	0.000	0.000	0.000	0.000	0.000
PW-MAINTENANCE WORKER II	2.000	2.000	2.000	2.000	2.000
UTIL. FIELD SUPERINTENDENT	0.500	0.750	0.750	1.000	1.000
TOTAL FTEs	8.500	9.750	9.750	10.000	10.000

Streets & Drainage

FY 2019 Fund Summary (No personnel assigned to this division)



CITY OF BASTROP					
FUND	DEPARTMENT		DIVISION		
101 GENERAL FUND	18 PUBLIC WORKS		17 SPECIAL EVENTS & RESERVATIONS		
SUMMARY					
CATEGORIES	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	PROPOSED 2019	PLANNING 2020
PERSONNEL COSTS	\$43,608	\$61,857	\$61,993	\$0	\$0
SUPPLIES AND MATERIALS	\$175	\$2,350	\$1,150	\$0	\$0
MAINTENANCE AND REPAIRS	\$8	\$250	\$0	\$0	\$0
OCCUPANCY	\$0	\$250	\$100	\$0	\$0
CONTRACTUAL SERVICES	\$42,143	\$42,100	\$42,000	\$0	\$0
OTHER CHARGES	\$13,624	\$22,000	\$17,900	\$0	\$0
TOTAL EXPENDITURES	\$99,558	\$128,807	\$123,143	\$0	\$0
PERSONNEL SCHEDULE					
POSITION TITLE	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	APPROVED 2019	PLANNING 2020
RECREATION COORDINATOR	1.000	1.000	1.000	0.000	0.000
TOTAL FTEs	1.000	1.000	1.000	0.000	0.000

NOTE: The General Fund portion of the budget is shown in this department. However, this division has transferred into the HOT Fund in the Hospitality & Downtown Department. Funds will be transferred into HOT on October 1st of each year.

Special Events & Reservations

FY 2019 Fund Summary & Personnel Schedule



CITY OF BASTROP					
FUND	DEPARTMENT		DIVISION		
101 GENERAL FUND	18 PUBLIC WORKS		19 PARKS		
SUMMARY					
CATEGORIES	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	PROPOSED 2019	PLANNING 2020
PERSONNEL COSTS	\$531,388	\$663,308	\$611,662	\$687,762	\$718,970
SUPPLIES AND MATERIALS	\$49,824	\$38,200	\$36,982	\$36,150	\$36,750
MAINTENANCE AND REPAIRS	\$60,534	\$78,350	\$77,366	\$84,650	\$150,525
OCCUPANCY	\$62,943	\$53,200	\$56,827	\$56,420	\$60,200
CONTRACTUAL SERVICES	\$17,338	\$137,002	\$19,810	\$21,921	\$22,271
OTHER CHARGES	\$10,217	\$5,750	\$5,750	\$5,750	\$4,300
CAPITAL OUTLAY	\$82,496	\$0	\$187,880	\$0	\$0
TOTAL EXPENDITURES	\$814,740	\$975,810	\$996,277	\$892,653	\$993,016
PERSONNEL SCHEDULE					
POSITION TITLE	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	APPROVED 2019	PLANNING 2020
ASSISTANT PW DIRECTOR	0.000	0.000	0.000	0.250	0.250
ATHLETIC FIELD MAINT. TECH	0.000	1.000	1.000	1.000	1.000
DIR OF PW/UTIL/LEISURE SERVICES	0.250	0.250	0.250	0.250	0.250
EQUIP OPERATOR I	0.000	1.000	1.000	1.000	1.000
FACILITIES MAINT WORKER II	0.000	1.000	1.000	1.000	1.000
MAINTENANCE SPECIALIST	1.000	1.000	1.000	1.000	1.000
PARKS & REC SUPERINTENDENT	1.000	1.000	1.000	1.000	1.000
PARKS CREW LEADER	1.000	1.000	1.000	1.000	1.000
PARKS MAINT WORKER II	9.000	5.000	5.000	5.000	5.000
PW TECHNICIAN	0.500	0.500	0.500	0.375	0.375
SEASONAL EMPLOYEES	0.200	0.200	0.200	0.185	0.185
TOTAL FTEs	12.950	11.950	11.950	12.060	12.060

Parks

FY 2019 Fund Summary & Personnel Schedule



CITY OF BASTROP					
FUND	DEPARTMENT		DIVISION		
101 GENERAL FUND	18 PUBLIC WORKS		20 BUILDING MAINTENANCE		
SUMMARY					
CATEGORIES	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	PROPOSED 2019	PLANNING 2020
PERSONNEL COSTS	\$183,628	\$195,791	\$195,618	\$200,979	\$210,646
SUPPLIES AND MATERIALS	\$21,571	\$15,350	\$23,766	\$26,100	\$26,300
MAINTENANCE AND REPAIRS	\$2,240	\$43,450	\$58,600	\$51,120	\$56,022
OCCUPANCY	\$716	\$900	\$500	\$1,200	\$600
CONTRACTUAL SERVICES	\$7,327	\$6,842	\$6,842	\$5,269	\$5,269
OTHER CHARGES	(\$45,912)	\$300	\$300	\$1,300	\$1,300
CAPITAL OUTLAY	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$169,570	\$262,633	\$285,626	\$285,968	\$300,137
PERSONNEL SCHEDULE					
POSITION TITLE	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	APPROVED 2019	PLANNING 2020
CUSTODIAN	3.000	3.000	3.000	3.000	3.000
CUSTODIAN CREW LEADER	1.000	1.000	1.000	1.000	1.000
TOTAL FTEs	4.000	4.000	4.000	4.000	4.000

Building Maintenance



BASTROPTX
Heart of the Lost Pines
Est. 1832

This page is intentionally left blank.



The Library provides free and unrestricted access to informational, educational, cultural, and recreational library materials and services in a clean, comfortable, secure environment for people of all ages.

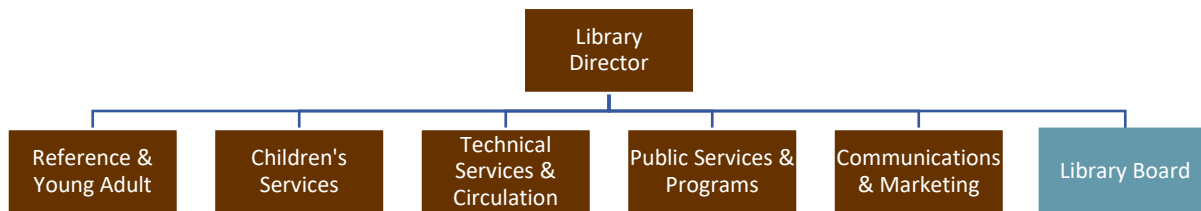


Library

Department Description

The Library collects, classifies, organizes, and makes available information in all formats, including print, non-print, and digital materials, for the community. The Library encourages reading by providing materials and enrichment programs for patrons of all ages along with access to local history and genealogical resources, and on-line access via Internet to the TexShare databases. The Library provides a variety of programs, including regular preschool story time and summer reading programs, public access to computers, meeting rooms for the general public, clubs, and non-profit corporations.

Organizational Chart



Goals and Objectives for FY 2019

- Utilize a variety of communication strategies to inform and promote library services and programs to the Bastrop community.
- Develop a dedicated Maker Space area.
- Provide Maker Space programming for Patrons of all ages.
- Promote early childhood literacy.
- Increase teen (ages 13-17) participation at library programs and utilization of library resources.
- Provide programming for Tweens ages 9-13.
- Provide programming for adults.
- Partner with Bastrop Parks and Hospitality & Downtown to create joint programs and events.

Recent Accomplishments for FY 2018

- ✓ Hired a new Teen Librarian.
- ✓ Circulated 145,827 items.
- ✓ Welcomed 115,461 visitors.
- ✓ Served a total of 14,349 attendees at library programs and activities.
- ✓ Presented a successful Summer Reading Program.
- ✓ Purchased a 3D printer and CNC Vinyl cutter and now offer a Maker Space program for patrons of all ages.
- ✓ Started a Library Chess Club.

Library

FY 2019 Fund Summary & Personnel Schedule



CITY OF BASTROP					
FUND	DEPARTMENT			DIVISION	
101 GENERAL FUND	21 LIBRARY			00 NON-DIVISION	
SUMMARY					
CATEGORIES	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	PROPOSED 2019	PLANNING 2020
PERSONNEL COSTS	\$553,808	\$584,797	\$584,002	\$618,220	\$648,149
SUPPLIES AND MATERIALS	\$59,951	\$61,150	\$61,222	\$66,480	\$69,000
MAINTENANCE AND REPAIRS	\$14,007	\$6,380	\$7,360	\$5,900	\$5,950
OCCUPANCY	\$42,885	\$34,320	\$34,200	\$34,220	\$34,220
CONTRACTUAL SERVICES	\$22,432	\$23,740	\$21,936	\$23,940	\$24,400
OTHER CHARGES	\$12,616	\$13,072	\$12,265	\$16,195	\$17,075
CAPITAL OUTLAY	\$99,812	\$0	\$19,000	\$0	\$0
TOTAL EXPENDITURES	\$805,511	\$723,459	\$739,985	\$764,955	\$798,794
PERSONNEL SCHEDULE					
POSITION TITLE	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	APPROVED 2019	PLANNING 2020
LIBRARY ASSOC. SUPERVISOR	1.000	1.000	1.000	1.000	1.000
LIBRARY ASSOCIATE	1.800	1.950	1.950	1.950	1.950
LIBRARY ASSOCIATE III/ADMIN SVCS	0.000	1.000	1.000	1.000	1.000
LIBRARY ASSOCIATE/CHLD SRVS	0.000	1.000	1.000	1.000	1.000
LIBRARY ASSOCIATE/WEB & GRAPHICS	1.000	1.000	1.000	1.000	1.000
LIBRARY CLERK-VOE	1.000	1.000	1.000	1.000	1.000
LIBRARY DIRECTOR	1.000	1.000	1.000	1.000	1.000
SUPERVISOR OF PUBLIC SERVICE	1.000	1.000	1.000	1.000	1.000
YOUNG ADULT LIBRARIAN	1.000	1.000	1.000	1.000	1.000
TOTAL FTEs	9.800	9.950	9.950	9.950	9.950

Library



BASTROPTX
Heart of the Lost Pines
Est. 1832

This page is intentionally left blank.



Heroes & Hot Rods Veterans' Day Car Show



Hotel Tax Fund

Hotel Tax Fund

Hotel Tax Fund Summary	187
Revenue Summary	195
Organizational	196
Multi-Media	197
Special Events & Reservations.	198
Convention Center	199
Main Street Program	200
Bastrop Art In Public Places	201
Arena	202



BASTROP TX
Heart of the Lost Pines
Est. 1832

This page is intentionally left blank.

To foster an improved Bastrop experience based on cooperation, partnerships, and strong teamwork that provides a strategic approach to increased tourism, open and two-way communication, and enhancing the Bastrop experience.



Hotel Occupancy Tax Fund Summary

**CITY OF BASTROP, TEXAS
HOTEL TAX FUNDS**

	ACTUAL FY2016-2017	BUDGET FY2017-2018	PROJECTED FY2017-2018	PROPOSED FY2018-2019	PLANNING FY2019-2020
BEGINNING FUND BALANCES	\$ 3,727,529	\$ 3,671,599	\$ 3,667,738	\$ 3,425,181	\$ 3,006,738
REVENUES:					
HOTEL OCCUPANCY TAX	2,686,098	2,875,000	2,736,000	2,736,000	2,736,000
LICENSE & PERMITS	2,017	2,100	-	2,000	2,000
SERVICE FEES	176,353	222,700	211,000	240,350	272,350
INTEREST	37,961	13,050	42,500	44,500	48,000
INTERGOVERNMENTAL	40,000	50,000	80,408	62,312	62,312
OTHER	18,383	-		-	-
TOTAL REVENUES	2,960,812	3,162,850	3,069,908	3,085,162	3,120,662
OTHER SOURCES					
Interfund Transfers - General Fund	-			266,084	280,257
Interfund Transfers - Electric Fund	-	152,700	93,700	220,000	175,000
TOTAL REVENUE & OTHER SOURCES	2,960,812	3,315,550	3,163,608	3,571,246	3,575,919
TOTAL AVAILABLE RESOURCES	\$ 6,688,341	\$ 6,987,149	\$ 6,831,346	\$ 6,996,427	\$ 6,582,657
EXPENDITURES:					
ORGANIZATIONAL	1,477,789	2,196,835	1,919,338	1,709,083	1,681,502
CONVENTION CENTER	662,357	619,504	588,239	640,754	700,714
MAIN STREET PROGRAM	200,044	408,018	342,871	550,520	544,267
MULTI-MEDIA	-	-	-	179,907	205,417
SPECIAL EVENTS & RESERVATIONS	-	-	-	167,087	124,717
BAIPP	165,935	94,050	40,350	146,152	76,152
RODEO ARENA	14,551	100,000	-	-	-
TOTAL EXPENDITURES	2,520,676	3,418,407	2,890,798	3,393,503	3,332,769
OTHER USES					
DEBT SERVICE TRANSFER	499,927	496,616	515,367	516,186	514,416
TOTAL EXPENDITURE & OTHER USES	3,020,603	3,915,023	3,406,165	3,909,689	3,847,185
BAIPP - RESTRICTED FB - LT PROJECTS	40,000	60,000	60,000	\$ 80,000	\$ 80,000
ENDING UNRESTRICTED FUND BALANCES	\$ 3,627,738	\$ 3,012,126	\$ 3,365,181	\$ 3,006,738	\$ 2,655,472
<i>Fund balance Policy Amount</i>				\$ 3,086,738	\$ 3,027,051

Hotel Occupancy Tax Fund Summary

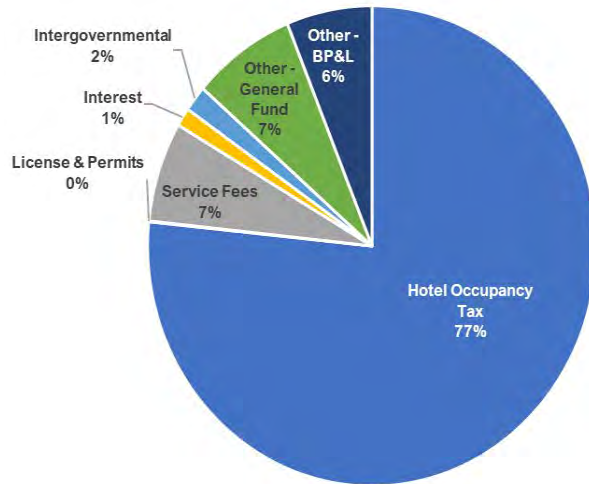
Hotel Occupancy Tax Fund Overview

With more than \$3,500,000 in Hotel Occupancy Tax Fund Revenue, the City of Bastrop enjoys a robust cultural arts program. Recognizing the need to maximize the community’s cultural art resources, a Cultural Arts Master Plan was commissioned in FY 2018. The City has hired Go Collaborative to conduct this study. During a recent meeting, **Go Collaborative indicated that it is rare for a City the size of Bastrop to have such a robust cultural arts plan in place. They are having to use much larger cities as a comparison for benchmarking in the creation of our Cultural Arts Master Plan!**

Revenue Assumptions

Total Revenue & Other Sources are forecasted to be \$3,571,246 in FY 2019, which is 12.8% or \$407,638 more than FY 2018 year-end budget projections.

Outlined below are explanations on three (3) major sources that 96.9% of the Fund’s revenue.



Hotel Occupancy Tax

Hotel Occupancy Tax is set at a rate of 13.5% in the City of Bastrop and our ETJ. Of the tax collected, 6% goes to the State, 7% goes to the City, and .5% goes to the County, if in the City’s ETJ. Hotel Occupancy Tax was budgeted at \$2,875,000 in FY 2018. **However, FY 2018 projections anticipate collections of \$2,736,000, which is 5.0% less or \$139,000 than budgeted.** Therefore, FY 2019 Proposed revenue will be budgeted at a flat level.

FY 2019 Budget	\$2,736,000	
% of Fund Revenue	76.6%	
Compared to	\$ Growth	% Growth
2018 Budget	-\$139,000	-5.0%
2018 Projection	\$0	0%

Service Fees

Service Fees represents those revenues collected from Convention Center sponsored events, such as Farm Street Opry, Western Swing Festival, Red, White and You Dance; Main Street sponsored events, such as Art Walk, Table on Main, Wine Swirl, Pub Crawls, and Trick or Treat Trail; Convention Center rentals, and catering services.

FY 2019 Budget	\$240,350	
% of Fund Revenue	6.73%	
Compared to	\$ Growth	% Growth
2018 Budget	\$17,650	7.9%
2018 Projection	\$29,350	13.9%

Other Sources

Other Sources represent those revenues transferred internally from the General Fund and BP&L Fund. The General Fund transfer totals \$266,084, which covers \$101,433 for Film & Broadcasting, \$123,143 for Special Events and Reservations, and a portion of the Director of Hospitality & Development’s salary. BP&L transfers totals \$220,000, which covers \$125,000 for Christmas Lights, \$25,000 for Patriotic Festival, \$20,000 for Bastrop Homecoming & Rodeo, \$5,000 for Juneteenth Celebration, \$15,000 for Keep

Bastrop County Beautiful, and \$30,000 for YMCA programming.

FY 2019 Budget	\$486,084	
% of Fund Revenue	13.6%	
Compared to	\$ Growth	% Growth
2018 Budget	\$266,084	100%
2018 Projection	\$220,000	100%

Program Considerations

Bastrop Art In Public Places (BAIPP)

As a part of FY 2018 work plan, a Cultural Arts Master Plan (CAMP) is being developed by Go Collaborative. Recognizing that the study will be completed in early 2019, **there is \$50,000 included in Contingency to ensure work can begin immediately on implementing key recommendations from the CAMP without having to wait until FY 2020.**

There is \$16,082 included in Professional Services to reimburse the General Fund for administrative support for BAIPP art projects.

Any time art is purchased or acquired through a loan, a contract must be created, executed, and added to the City’s insurance policy. Some of the art calls contain numerous pieces of art by multiple artists, each requiring their own contract and insurance coverage.

Convention Center

The Convention Center Team has had a fantastic FY 2018! The Convention Center updated their contract, marketing materials, and pricing structure. The Convention Center fees now include full set-up, tablecloths, and water beverage stations. The Convention Center can now be rented in smaller blocks of time, which allows more rental opportunities throughout the day. Patrons can now have breakfast, lunch, and dinner catered as a part of their rental.

FY 2018, when compared to FY 2017, has seen a 50% increase in rentals!! In FY 2017, there were 92 rentals for a total revenue of \$120,014. In FY 2018, there were 138 rentals for a total monetary revenue of \$153,737 plus \$39,375 “in-kind” (City sponsored and 501©3 donations) revenue for total revenue of \$193,112. Staff has been very successful at booking next year’s business, while events are occurring. Therefore, events are already on the calendar through FY 2020.

Main Street

Bastrop Main Street celebrated their 10th anniversary in 2017 as a part of the Texas Main Street Program. Over the past decade, Bastrop Main Street has been driven by an active Main Street Advisory Board and volunteer army, public and private partnerships, and community support. The program has contributed almost \$35 million in reinvestment into the 62-block program area and tracked 14,000+ volunteer hours since 2007. Bastrop Main Street is part of the Texas Historical Commission’s Texas Main Street Program and Main Street America network, which provides a time-tested framework for community driven,

comprehensive preservation-based downtown revitalization.

Sarah O’Brien, who currently serves as the Main Street Director, has assumed additional responsibilities this year with the creation of the Hospitality & Downtown Department. This department was created due to the greater need for economic stability and increased tourism by leveraging Main Street, Convention Center, Multimedia, and Special Events.

Main Street cont.

All of these departments require a significant amount of strategic focus, which requires Sarah to manage additional staff and attend numerous meetings throughout the day, evening, and weekends. In addition, she must focus energies on strategic planning such as the Cultural Arts Master Plan, the creation of a Crisis Communication Plan for Emergency Management, and will coordinate significant community engagement in FY 2019 including the Capital Improvement Program, Street Maintenance Program, and Building Bastrop Campaign.

Multimedia

Effective October 1st, the Multimedia Department was created with the purpose of telling the City of Bastrop's story. Council established a policy that all City Council, Bastrop Economic Development Corporation, and Planning & Zoning Commission meetings must be live-streamed. In addition, videos are created to promote specific purposes and support Public Information efforts, when needed.

Non-Special Event Community Assets

There are two (2) non-special event community assets that receive support from the HOT Fund. Those community assets include the **Bastrop Opera House** and the **Bastrop County Historical Society Visitor Center & Museum**. Both organizations had successful programs of work in FY 2018 and are actively engaged in planning for FY 2019.

Bastrop County Historical Society Visitor Center & Museum

The **Bastrop County Historical Society Museum** in FY 2018 offered free downtown walking tours each Saturday in May, continued to assist with the data population of Downtown, TX, and provided an annual calendar of events. The **Visitor Center** provided visitor center facility amenities including brochures and maps, "goodie bag" services, train volunteers on "tourism" amenities, remain open during Downtown special events, worked with Bastrop County and Visit Bastrop to create "programming", increased social media, and provided volunteer coordination.

The Bastrop County Visitor's Center & Museum met all the requirements of this year's contract. They received \$148,545 in funding in FY 2018. **They have**

Therefore, this fund contains an Assistant Main Street Manager. There is a critically need to continue our efforts to enhance the downtown area, while allowing Sarah to contribute actively to downtown and the City, as an organization. This position will assist with volunteer coordination, Special Event planning, ombudsman for Main Street Program area businesses, plan training programs, and update communications specifically for www.downtowntx.org.

City Council continues to place a significant emphasis on communicating the City's message. **Therefore, at Council's request, this division is proposing to add one (1) additional position to serve as a Digital Media Manager. This position will responsible for updating social media, responding to social media posts, and creating an electronic newsletter to be published on a routine basis.**

reduced their request in FY 2019 to \$146,937, which has been included in this budget.

Bastrop Opera House

Bastrop Opera House (BOH) created a FY 2017-2018 season, which contained eight (8) full productions and nine (9) touring shows. Because this season was heavily marketed, BOH used Arts People, an online ticket software which generates reports showing zip codes of ticket purchasers. More than half of the tickets were sold outside of Bastrop County. BOH is home to the Bastrop Opera House Youth Performing Arts Academy, which has approximately 60 youth ages 3 through high school enrolled. Each season, two (2) major youth productions are performed. FY 2018-19 season is already booked and contains 16 productions and touring shows.

BOH met all of the requirements of this year's contract. They received \$92,000 in FY 2018. **A request of \$132,055 was submitted for FY 2019 consideration including a request of \$40,000 for a staff person. This portion of their request was not funded. Therefore, there is \$92,500 included in this budget for BOH.**

Special Events & Reservations

In FY 2018, the Recreation Coordinator position resided in the Public Works budget. This position was originally created to do recreational programming in City parks. However, the YMCA seems better suited to provide recreational programming. **Therefore, the FY 2019 proposed budget includes \$7,800 in additional YMCA funding. There is \$5,000 for five (5) Movies in the Park events, and \$2,800 for two (2) tennis clinic sessions per year.**

The City currently funds \$42,000 for various recreational programming such as soccer, Teen Night, Homeschool P.E., and Senior Fit. In addition, there is \$30,000 to pay for utilities at the Bastrop State Park Pool during the summer.



In FY 2019, the Recreation Coordinator position will become a part of the Hospitality & Downtown Department. This position is the City's liaison to the 50+ annual special events and coordinates the issuance of Special Event permits, coordinates City resources for special events, develops Event Action Plans, schedules Event Review Meetings, and provides logistical coordination for each event. This position also assists with the creation, promotion, and execution of special events hosted by the Convention Center and is also responsible for renting out park pavilions and non-convention related rentals at the Convention Center.

This position will be re-classified as Special Events & Reservations, which is a much better public representation of the required job duties.

Special Events

The City of Bastrop will coordinate approximately 50 permitted and non-permitted special events in 2018, not including First Friday events. The administration of these events requires significant man-hours on the part of Public Works, which includes Streets, Parks, Water, and Wastewater. **Overall, we anticipate Public Works will dedicate in excess of 2100 hours toward events in FY 2018. Since December, staff has tracked hours for Police, Parks, Fire, and Hospitality & Downtown for nine (9) permitted events:** Lost Pines Christmas, Run for the Bluebonnets, Bastrop River Rally, MS 150 Bike Ride, Table on Main, Bastrop Music Festival, Memorial Day Ceremony, Bastrop Juneteenth, and

Bastrop Patriotic Festival. **Total hours/cost for all nine (9) permitted events is 2,494 hours at \$77,394.** In FY 2019 Work Plan, staff is going to be revising the Special Events permit process and developing recommendation for an Ordinance revision and fees that cover all costs. A work session will be scheduled with Council in the Spring.

BP&L provides funding through an Internal Transfer to HOT for Bastrop Patriotic Festival, Bastrop Homecoming & Rodeo, and Juneteenth Celebration. This funding is located in the Special Events & Reservations Budget.

Bastrop Patriotic Festival

The Patriotic Festival is a 2-day event, which occurs annually the last weekend of June. There is a 5-K race and dance on Friday night. Saturday festivities start early and end late with a Fireworks Display. In FY 2018, the Patriotic Festival was funded from two (2) sources. HOT Funds provided \$40,835 and BP&L provided \$22,700, for a total of \$63,535. In FY 2019, Visit Bastrop will be responsible for determining the amount of special event funding this event receives. Staff tracked all hours and costs associated with this year's event. **We provided 488.25 hours of staff support totaling \$17,072 in "in-kind" services between Police, Parks, Fire, and Hospitality & Downtown, which makes Bastrop's total support for this event \$80,607.**

This event is the largest event monetarily, financially and in-kind services, that the City supports. By comparison, support for Lost Pines Christmas, which includes Wassail Fest, Lighting Ceremony, Snow Day, Parade, and New Years' Eve Pub Crawl will be approximately \$50,000. **Per the Chamber's Post Event Analysis, there were 8,000 in attendance and 12 documented hotel nights.**

Given the amount of support provided from City resources, whether given by the City or from Visit Bastrop, staff recommends limiting funding and staff support to a one-day event. Should Chamber staff wish to have a 2-day event, then private sponsorships and payment for additional staff hours will be required.

Bastrop Homecoming & Rodeo

Bastrop Homecoming & Rodeo is five (5) day event that ends the 1st Saturday annually. This year marks the 71st Anniversary of this event. There are several special events including a rodeo and parade. In FY 2018, the Bastrop Homecoming received \$20,000 in HOT Funds. This year, funding has moved to BP&L because most of the participants do not stay in hotels. Given the historical significance of this event, funding has moved to BP&L. Staff tracked all hours and costs associated with this year's event. **We provided 240.25 hours of staff support totaling \$6,906.55 in "in-kind" services between Police, Parks, and Hospitality & Downtown, which makes Bastrop's total support for this event \$26,906.55.**

Visit Bastrop

Funding provided to Visit Bastrop is established in Section III. Compensation to Visit Bastrop (B) Beginning on October 1, 2017, the City shall target 50% of the net HOT revenue collected, defined as HOT revenue minus the provision of payment satisfying the City's outstanding debt secured by HOT. The amount should not be less than 45% of the total HOT revenues. The FY 2018 revenue calculation to Visit Bastrop was incorrect because it did not take into consideration the debt payment owed on the Convention Center. The FY 2019

Juneteenth Celebration

Juneteenth Celebration is always the 3rd Saturday in June. This year marks the 31st anniversary of this event. Saturday events include a parade, a car show, and scheduled entertainment throughout the day. In FY 2018, the Juneteenth Celebration received \$5,000 from BP&L. Staff tracked all hours and costs associated with this year's event. **We provided 118.5 hours of staff support totaling \$3,678.22 in "in-kind" services between Police, Parks, and Hospitality & Downtown, which makes Bastrop's total support for this event \$8,678.22.**

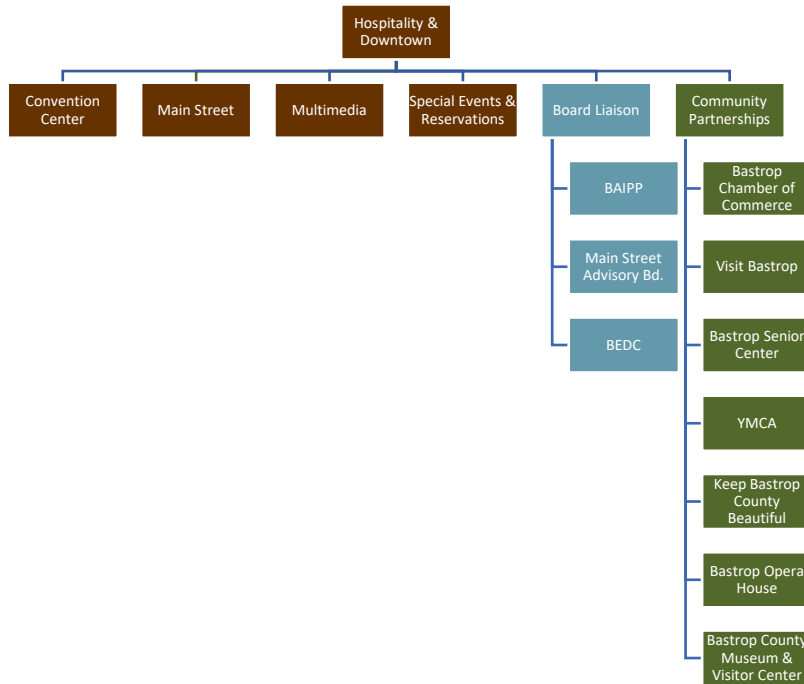
payment is calculated per the contract and will be \$1,111,907.

Per the City's contract, Visit Bastrop must present a Business Plan and Budget for public consideration in September prior to the adoption of the City's budget. This Business Plan should include Visit Bastrop's Plan of Work for the next fiscal year based on contract funding requirements.

Department Description

The Hotel Occupancy Fund is utilized to account for the receipt and expenditures of funds received by the City from the assessment of hotel and motel occupancy tax. This fund contains Multi-Media, Special Events, Convention Center, Main Street Program, Bastrop Art In Public Places, and the Rodeo Arena. All but the Rodeo Arena are managed under the Hospitality & Downtown Department that was created October 1, 2018 to provide a more strategic approach to HOT investments and to tell the City's Story.

Organizational Chart



Goals and Objectives for FY 2019

- Continue Event Action Plan system for all Special Event applications.
- Continue live streaming of City Council, Bastrop Economic Development Corporation, and P&Z Commission meetings.
- Implement Findings from Cultural Arts Master Plan.
- Continue to promote the Convention Center for conventions and meetings.
- Develop a communications strategy for the Capital Improvement Program and Year 1 of Street Maintenance Program.
- Coordinate with Partners to ensure Build Bastrop Campaign is successful.
- Coordinate with KSA Engineering's Marketing Department on community engagement regarding construction of WWTP#3.
- Revise Special Events Ordinance & Permit Process.

Recent Accomplishments for FY 2018

- ✓ Created Hospitality & Downtown Department to leverage HOT investments, tell the City's story, and better leverage community resources through partnerships.
- ✓ Doubled special event revenue compared from \$22,500 in FY 2017 to \$51,000 in FY 2018.
- ✓ Enhanced downtown parking and wayfinding signage.
- ✓ Sarah O'Brien completed Public Information Officer Certification program.
- ✓ Increased social media reach by 93%, including more than 275,000 video views on City's Facebook pages.
- ✓ Completed 30 Event Action Plans that follow FEMA's emergency management protocol.
- ✓ #MyBastrop campaign reached 3+ million people, garnered 158,000 views on social media, 54 media stories with 14.7 million impressions at a media value of \$253,000.

Hotel Occupancy Tax Fund Summary

FY 2019 Revenue Fund Summary



CITY OF BASTROP

FUND
501 HOTEL TAX FUND

DEPARTMENT
00 NON-DEPARTMENT

DIVISION
00 NON-DIVISION

SUMMARY

CATEGORIES	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	PROPOSED 2019	PLANNING 2020
TAXES AND PENALTIES	\$2,686,098	\$2,875,000	\$2,736,000	\$2,736,000	\$2,736,000
LICENSES AND PERMITS	\$2,017	\$2,100	\$0	\$2,000	\$2,000
CHARGES FOR SERVICES	\$176,353	\$222,700	\$211,000	\$240,350	\$272,350
INTEREST INCOME	\$37,961	\$13,050	\$42,500	\$44,500	\$48,000
INTERGOVERNMENTAL	\$40,000	\$50,000	\$80,408	\$62,312	\$62,312
MISCELLANEOUS INCOME	\$18,383	\$0	\$0	\$0	\$0
TRANSFERS IN	\$0	\$152,700	\$93,700	\$486,084	\$455,257
TOTAL REVENUE	\$2,960,812	\$3,315,550	\$3,163,608	\$3,571,246	\$3,575,919

Revenue Summary- Hotel Occupancy Tax Fund

FY 2019 Fund Summary & Personnel Schedule



CITY OF BASTROP					
FUND	DEPARTMENT		DIVISION		
501 HOTEL TAX FUND	80 ORGANIZATIONAL FUNDING		00 NON-PROGRAM		
SUMMARY					
CATEGORIES	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	PROPOSED 2019	PLANNING 2020
CONTRACTUAL SERVICES	\$1,191,489	\$1,821,000	\$1,893,338	\$1,380,126	\$1,352,545
OTHER CHARGES	\$286,300	\$60,835	\$26,000	\$28,000	\$28,000
CONTINGENCY	\$0	\$315,000	\$0	\$300,957	\$300,957
TRANSFERS OUT	\$499,927	\$496,616	\$515,367	\$516,186	\$514,416
TOTAL EXPENDITURES	\$1,977,716	\$2,693,451	\$2,434,705	\$2,225,269	\$2,195,918

Hotel Occupancy Fund - Organizational

FY 2019 Fund Summary & Personnel Schedule



CITY OF BASTROP

FUND
501 HOTEL TAX FUND

DEPARTMENT
83 MULTI-MEDIA

DIVISION
00 NON-DIVISION

SUMMARY

CATEGORIES	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	PROPOSED 2019	PLANNING 2020
PERSONNEL COSTS	\$0	\$0	\$0	\$199,007	\$208,381
SUPPLIES AND MATERIALS	\$0	\$0	\$0	\$900	\$9,200
MAINTENANCE AND REPAIRS	\$0	\$0	\$0	\$7,748	\$9,000
OCCUPANCY	\$0	\$0	\$0	\$5,680	\$6,880
CONTRACTUAL SERVICES	\$0	\$0	\$0	\$13,750	\$15,000
OTHER CHARGES	\$0	\$0	\$0	(\$47,178)	(\$43,044)
TOTAL EXPENDITURES	\$0	\$0	\$0	\$179,907	\$205,417

PERSONNEL SCHEDULE

POSITION TITLE	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	APPROVED 2019	PLANNING 2020
CHIEF STORY TELLER				1.000	1.000
DIGITAL MEDIA MANAGER				1.000	1.000
DOWNTOWN & HOSPITALITY DIRECTOR				0.150	0.150
TEMP ASST. CHIEF STORYTELLER				0.481	0.481
TOTAL FTEs				2.631	2.631

Hotel Occupancy Tax Fund – Multi-Media

FY 2019 Fund Summary & Personnel Schedule



CITY OF BASTROP					
FUND	DEPARTMENT			DIVISION	
501 HOTEL TAX FUND	84 SPECIAL EVENTS & RESERVATIONS			00 NON-DIVISION	
SUMMARY					
CATEGORIES	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	PROPOSED 2019	PLANNING 2020
PERSONNEL COSTS	\$0	\$0	\$0	\$53,937	\$56,367
SUPPLIES AND MATERIALS	\$0	\$0	\$0	\$1,300	\$1,500
MAINTENANCE AND REPAIRS	\$0	\$0	\$0	\$0	\$0
OCCUPANCY	\$0	\$0	\$0	\$250	\$250
CONTRACTUAL SERVICES	\$0	\$0	\$0	\$94,800	\$49,800
OTHER CHARGES	\$0	\$0	\$0	\$16,800	\$16,800
TOTAL EXPENDITURES	\$0	\$0	\$0	\$167,087	\$124,717
PERSONNEL SCHEDULE					
POSITION TITLE	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	APPROVED 2019	PLANNING 2020
DOWNTOWN & HOSPITALITY DIRECTOR				0.100	0.100
RECREATION COORDINATOR				0.667	0.667
TOTAL FTEs				0.767	0.767

Hotel Occupancy Tax Fund – Special Events & Reservations

FY 2019 Fund Summary & Personnel Schedule



FUND		DEPARTMENT		DIVISION	
501 HOTEL TAX FUND		85 HOSPITALITY AND DOWNTOWN		75 CONVENTION CENTER	
SUMMARY					
CATEGORIES	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	PROPOSED 2019	PLANNING 2020
PERSONNEL	\$273,837	\$274,277	\$270,210	\$302,476	\$315,512
SUPPLIES AND MATERIALS	\$84,445	\$20,004	\$36,675	\$44,000	\$70,750
MAINTENANCE AND REPAIRS	\$28,050	\$22,050	\$18,300	\$42,650	\$53,150
OCCUPANCY	\$54,013	\$58,698	\$57,000	\$58,698	\$59,338
CONTRACTUAL SERVICES	\$157,275	\$181,925	\$179,504	\$149,230	\$158,264
OTHER CHARGES	\$64,737	\$57,550	\$26,550	\$43,700	\$43,700
CONTINGENCY	\$0	\$5,000	\$0	\$0	\$0
TOTAL EXPENDITURES	\$662,357	\$619,504	\$588,239	\$640,754	\$700,714
PERSONNEL SCHEDULE					
POSITION TITLE	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	APPROVED 2019	PLANNING 2020
ADMINISTRATIVE ASSISTANT	0.500	0.500	0.500	0.500	0.500
CONVENTION CENTER DIRECTOR	1.000	1.000	1.000	1.000	1.000
FACILITY ATTENDANT	2.000	2.000	2.000	2.000	2.000
MAINTENANCE SUPERVISOR	1.000	1.000	1.000	1.000	1.000
RECREATION COORDINATOR	0.000	0.000	0.330	0.333	0.333
TOTAL FTEs	4.000	4.000	4.330	4.333	4.333

Hospitality & Downtown – Convention Center

FY 2019 Fund Summary & Personnel Schedule



CITY OF BASTROP					
FUND	DEPARTMENT		DIVISION		
501 HOTEL TAX FUND	85 HOSPITALITY AND DOWNTOWN		80 MAIN STREET PROGRAM		
SUMMARY					
CATEGORIES	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	PROPOSED 2019	PLANNING 2020
PERSONNEL	\$121,927	\$147,628	\$147,601	\$216,300	\$226,247
SUPPLIES AND MATERIALS	\$7,207	\$3,125	\$2,035	\$9,100	\$5,100
MAINTENANCE AND REPAIRS	\$13,267	\$0	\$0	\$0	\$0
OCCUPANCY	\$2,926	\$1,500	\$1,500	\$2,300	\$1,500
CONTRACTUAL SERVICES	\$7,916	\$9,000	\$9,000	\$14,000	\$14,000
OTHER CHARGES	\$46,801	\$213,285	\$182,735	\$267,820	\$267,420
CONTINGENCY	\$0	\$33,480	\$0	\$41,000	\$30,000
TOTAL EXPENDITURES	\$200,044	\$408,018	\$342,871	\$550,520	\$544,267
PERSONNEL SCHEDULE					
POSITION TITLE	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	APPROVED 2019	PLANNING 2020
ADMINISTRATIVE ASSISTANT	0.500	0.500	0.500	0.500	0.500
ASSISTANT DIRECTOR	0.000	0.000	0.000	1.000	1.000
CHIEF STORY TELLER	0.250	0.250	0.250	0.000	0.000
DOWNTOWN & HOSPITALITY DIRECTOR	0.750	0.750	0.750	0.750	0.750
TOTAL FTEs	2.000	2.000	2.000	2.250	2.250

Hospitality & Downtown – Main Street Program

FY 2019 Fund Summary & Personnel Schedule



CITY OF BASTROP					
FUND	DEPARTMENT		DIVISION		
501 HOTEL TAX FUND	86 BASTROP ART IN PUBLIC PLACES		00 NON-PROGRAM		
SUMMARY					
CATEGORIES	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	PROPOSED 2019	PLANNING 2020
SUPPLIES AND MATERIALS	\$5,518	\$500	\$350	\$0	\$0
MAINTENANCE AND REPAIRS	\$0	\$0	\$0	\$5,000	\$5,000
CONTRACTUAL SERVICES	\$79,447	\$77,050	\$30,000	\$67,232	\$47,232
OTHER CHARGES	\$27,070	\$16,500	\$10,000	\$23,920	\$23,920
CONTINGENCY	\$0	\$0	\$0	\$50,000	\$0
CAPITAL OUTLAY	\$53,900	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$165,935	\$94,050	\$40,350	\$146,152	\$76,152

Hotel Occupancy Tax Fund – BAIPP

FY 2019 Fund Summary & Personnel Schedule



CITY OF BASTROP					
FUND	DEPARTMENT		DIVISION		
501 HOTEL TAX FUND	87 RODEO ARENA		00 NON-PROGRAM		
SUMMARY					
CATEGORIES	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	PROPOSED 2019	PLANNING 2020
SUPPLIES AND MATERIALS	\$1,113	\$100,000	\$0	\$0	\$0
MAINTENANCE AND REPAIRS	\$230	\$0	\$0	\$0	\$0
OCCUPANCY	\$2,558	\$0	\$0	\$0	\$0
CONTRACTUAL SERVICES	\$10,650	\$0	\$0	\$0	\$0
OTHER CHARGES	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$14,551	\$100,000	\$0	\$0	\$0

Hotel Occupancy Tax Fund – Rodeo Arena



Innovation Fund

Innovation Fund

Innovation Fund Summary	205
Project Summary Reconciliation	207



BASTROPTX
Heart of the Lost Pines
Est. 1832

This page is intentionally left blank.



The Innovation Fund is funded from excess fund balance from the General Fund and Bastrop Power & Light, representing one-time sources of revenue used to increase the efficiency and effectiveness of operations.



Innovation Fund Summary

Fund Description

The Innovation Fund is funded from excess fund balance from the General Fund and Bastrop Power & Light, representing one-time sources of revenue used to increase the efficiency and effectiveness of operations.



CITY OF BASTROP					
FUND	DEPARTMENT		DIVISION		
105 INNOVATION FUND	00 NON-DEPARTMENT		00 NON-DIVISION		
SUMMARY					
CATEGORIES	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	PROPOSED 2019	PLANNING 2020
INTEREST INCOME	\$0	\$0	\$5,000	\$10,000	\$10,000
OTHER REVENUE	\$0	\$0	\$136,053	\$0	\$0
OTHER SOURCES - BP&L LOAN	\$0	\$0	\$186,916	\$300,000	\$0
TRANSFER IN - BP&L	\$0	\$256,500	\$256,500	\$453,825	\$0
TRANSFER IN - GENERAL FUND	\$487,500	\$0	\$1,000,000	\$0	\$0
TOTAL REVENUE	\$487,500	\$256,500	\$1,584,469	\$763,825	\$10,000
SUPPLIES AND MATERIALS	\$0	\$0	\$15,247	\$101,400	\$16,400
MAINTENANCE AND REPAIRS	\$0	\$0	\$0	\$15,575	\$90,040
CONTRACTUAL SERVICES	\$0	\$116,000	\$175,579	\$1,003,604	\$24,875
CAPITAL OUTLAY	\$0	\$314,000	\$186,916	\$756,160	\$230,100
DEBT SERVICE	\$0	\$0	\$42,002	\$42,002	\$42,002
TRANSFERS OUT	\$0	\$276,500	\$217,612	\$276,500	\$0
TOTAL EXPENDITURES	\$0	\$706,500	\$637,356	\$2,195,241	\$403,417

Innovation Fund Reconciliation



Proposed Expenditure	FY 2018 Budget	FY 2018 Projection	FY 2019 Proposed Budget	FY 2020 Proposed Budget	FY 2019 Explanation
Police Dept. & Municipal Court RMS/CAD (5 Yr. Loan)	\$42,000	\$186,916	--	--	
Loan Payment- BP&L		42,000	42,000	42,000	Year 2 of 5 – Payment for purchase of Tyler Technology RMS/CAD System
State Park Trail	\$160,000	\$60,006	\$166,679	--	Amount increased resulting from revised estimate from Engineer.
Server Replacements	\$37,500	\$37,500	\$37,500	--	
Parking for Delgado Park	\$60,000		\$60,000		Parking lot will be first project completed by Concrete Contractor. Should be completed by year-end and paid in early October.
PCI Study	\$45,000	\$49,270	--	--	Completed.
Fire Dept. Staff PT	\$82,000	\$75,000	\$82,000		\$131,040 Total; \$49,000 pd. By General Fund, \$82,000 Innovation Fund.
Mowing Contract	\$157,000	\$105,112	\$157,000		Year 2 of Contract
CART Funding	\$20,000	\$20,000	\$20,000	--	Continued Support of CART.
Skate Park Design	\$35,000	\$18,000	--	--	Completed. Concept will be presented to Council in near future.
Neogov	\$16,000	\$15,803	--	--	Completed.
VoteLynx System	\$52,000	\$15,247	--	--	Sound portion will be installed in September. Voting portion installed in 1 st quarter of FY 2019.
Budget Software		\$12,500	--	--	Completed.

Innovation Fund Reconciliation – Page 2

Proposed Expenditure	FY 2018 Budget	FY 2018 Projection	FY 2019 Proposed Budget	FY 2020 Proposed Budget	FY 2019 Explanation
Professional Services			\$155,000	--	Unknown consultant services as development occurs (Regional drainage review, etc.)
Grant Match			\$40,000		Drainage grant match for North Bastrop Rehabilitation Project.
Code Update – Phase 1 (Codes /Public Engagement)			\$310,500	--	Zoning & Sign Codes
Code Update – Phase 2			\$153,825		Design Manuals, Update to 2018 International Building / Fire Codes, New Forms & Staff Training
Fiscal Impact Analysis Model			\$50,000		Fiscal Impact Analysis to determine fiscal sustainability of future development.
Fire Feasibility Study			\$75,000	--	Study future of Fire – What is right choice? Volunteer, Full-Time, ESD, etc.
Public Relations			\$20,000		Unforeseen event requiring Public Relations assistance.
Skate Park Phase 1			\$250,000		Construction of Phase 1 of Skate Park.
City Hall/Studio Remodel			\$300,000		Remodel of City Hall & Studio
GovSpend License			\$7,500		Purchasing Module
Storage Appliance for City Hall			\$64,160	\$2,000	Current 12 TB of storage is inadequate, which significantly slows processing speed of server and creates organization-wide inefficiencies. Increasing storage of 48 TB.
Replacement Computers			\$10,000		FY 2019 Computer Replacement Schedule.
Replacement Zero Turn Mower			\$10,000		Replacement of Worn-out equipment.

Innovation Fund Reconciliation – Page 3



Proposed Expenditure	FY 2018 Budget	FY 2018 Projection	FY 2019 Proposed Budget	FY 2020 Proposed Budget	FY 2019 Explanation
Chicken Capture / Relocate – FY 2019			\$12,600		Continuation of relocation of chickens / roosters from Downtown.
Replace SCBA Bottles			\$16,400	\$16,400	Replace 16 of 44 Self-Contained Breathing Apparatus Bottles in the Fire Department.
Makers Space Furniture			\$4,000		Furniture specific to Makers Space equipment & space.
Bob Bryant Replacement Slides			\$11,000		Life-safety.
SCBA Refurbishment			\$71,000		Refurbish Self-Contained Breathing Apparatus will add 10 years life to existing units.
Trailer			\$7,000		Replacement trailer in Public Works.
Radios			\$11,000	\$11,000	Equipment needed for Emergency Management.
Computer Reservation System (IT)			\$4,175	-	Customer Work Order System for IT
New Utility Vehicle			\$8,000		Park Maintenance
New Maintenance Truck			\$35,000		Public Works – Replacement Vehicle
LaserFiche – Additional Licenses			\$3,903		Additional licenses needed for Records Management organization-wide
Wi-Fi Upgrade				\$40,554	34 Wi-Fi Points inside buildings are 9 years old, past the end of life from manufacturer and outdated.
Incode Version 10 Upgrade				\$59,100	Need to upgrade current system to stay current.

Innovation Fund Reconciliation – Page 4

Proposed Expenditure	FY 2018 Budget	FY 2018 Projection	FY 2019 Proposed Budget	FY 2020 Proposed Budget	FY 2019 Explanation
John Deere Backhoe				\$107,363	
Paint Interior of Library				\$80,000	
New Service Truck				\$45,000	
TOTAL	\$706,500	\$637,356	\$2,195,242	\$403,417	



Repaired Water Pipe

Water/Wastewater Fund



Water/Wastewater Fund

Water/Wastewater Fund Summary	213
Utility System Overview	215
Revenue Summary – W/WW Fund	220
W/WW Fund – Administration	221
W/WW Fund – Distribution & Collections	222
W/WW Fund – Water Production/Treatment	223
W/WW Fund – Treatment Plant	224
W/WW Fund – CIP	225



BASTROPTX
Heart of the Lost Pines
Est. 1832

This page is intentionally left blank.

Protection of the public's health is the most essential functions of the Water and Wastewater Department.



Water/Wastewater Fund Summary

**Water/Wastewater Fund Summary
4 YEAR PLAN**

	ACTUAL FY-17	Budget FY-18	PROJECTED FY-18	PROJECTED FY-19	PROJECTED FY-20
BEGINNING BALANCE	\$ 4,058,138	\$ 4,237,586	\$ 4,537,976	\$ 1,911,557	\$ 1,937,363
REVENUES:					
WATER					
Water Service	\$ 2,881,412	\$ 2,963,613	\$ 3,013,137	\$ 3,103,730	\$ 3,196,442
Water Service Fees	\$ 19,760	\$ 22,000	\$ 19,410	\$ 19,800	\$ 20,200
Penalties	\$ 37,212	\$ 35,000	\$ 38,300	\$ 39,500	\$ 40,600
Water Tap Fees	\$ 23,850	\$ 32,400	\$ 19,000	\$ 40,000	\$ 40,000
Interest	\$ 28,223	\$ 25,800	\$ 18,000	\$ 19,200	\$ 21,000
Other	\$ 21,254	\$ 5,000	\$ 7,500	\$ 7,500	\$ 7,500
WATER TOTAL	\$ 3,011,711	\$ 3,083,813	\$ 3,115,347	\$ 3,229,730	\$ 3,325,742
WASTEWATER					
Sewer Service	\$ 1,803,608	\$ 1,797,727	\$ 1,870,400	\$ 2,280,660	\$ 2,350,385
Sewer Tap Fees*	\$ 24,145	\$ 32,400	\$ 10,000	\$ 10,000	\$ 10,000
Penalties	\$ 25,267	\$ 25,000	\$ 25,000	\$ 25,500	\$ 26,010
Wholesale Sewer Contracts	\$ 154,620	\$ 165,000	\$ 137,000	\$ 148,000	\$ 150,000
Interest	\$ 17,666	\$ 17,200	\$ 12,000	\$ 12,800	\$ 14,000
Other	\$ 150	\$ 500	\$ 8,768	\$ 500	\$ 500
WASTEWATER TOTAL	\$ 2,025,456	\$ 2,037,827	\$ 2,063,168	\$ 2,477,460	\$ 2,550,895
TOTAL REVENUES	\$ 5,037,167	\$ 5,121,640	\$ 5,178,515	\$ 5,707,190	\$ 5,876,637
Transfer In-Impact Fee Funds	\$ 270,080	\$ -	\$ -	\$ -	\$ -
TOTAL RESOURCES	\$ 9,365,385	\$ 9,359,226	\$ 9,716,491	\$ 7,618,747	\$ 7,814,000
EXPENDITURES:					
Administration	\$ 878,974	\$ 997,333	\$ 1,007,546	\$ 1,087,194	\$ 1,107,755
Distribution/ Collection/ Liftstation	\$ 565,472	\$ 747,314	\$ 662,070	\$ 758,759	\$ 737,971
Production/ Treatment	\$ 817,937	\$ 1,196,281	\$ 830,210	\$ 1,046,583	\$ 967,652
Wastewater Treatment Plant	\$ 703,997	\$ 852,545	\$ 766,136	\$ 905,283	\$ 880,089
(1) Debt Service Transfer	\$ 1,692,201	\$ 1,195,447	\$ 1,793,972	\$ 1,641,565	\$ 1,816,640
Capital replacement Reserve	\$ -	\$ -	\$ 125,000	\$ 125,000	\$ 125,000
TOTAL EXPENDITURES	\$ 4,658,581	\$ 4,988,920	\$ 5,184,934	\$ 5,564,384	\$ 5,635,107
NET INCOME (LOSS)	\$ 648,666	\$ 132,720	\$ (6,419)	\$ 142,806	\$ 241,530
ENDING FUND BALANCE	\$ 4,706,804	\$ 4,370,306	\$ 4,531,557	\$ 2,054,363	\$ 2,178,892
<i>Fund Balance % of Operating Expense</i>	101%	88%	87%	37%	39%
BBP-Utility line underground	\$ 168,828	\$ -	\$ -	\$ -	\$ -
Elevated Tank		\$ 1,645,000			
Transfer to VERF - New Trucks				\$ 117,000	\$ -
Other Capital Projects		\$ 35,000	\$ 20,000		
Total Capital Projects	\$ 168,828	\$ 1,680,000	\$ 20,000	\$ 117,000	\$ -
Fund Balance after One-time Expenses	\$ 4,537,976	\$ 2,690,306	\$ 4,511,557	\$ 1,937,363	\$ 2,178,892
<i>Fund Balance %</i>	97%	54%	87%	35%	39%
Transfer to W/WW Capital Fund			\$ 2,600,000		
<i>Reserve Requirement 3.5%</i>	\$ 1,630,503	\$ 1,746,122	\$ 1,814,727	\$ 1,947,535	\$ 1,972,288
ENDING FUND BAL AFTER TRANSFERS	\$ 2,907,473	\$ 944,184	\$ 1,911,557	\$ 1,937,363	\$ 2,178,892

Water/Wastewater Fund Summary



Utility System Overview

Both Council and Staff spent extensive time in FY 2018 analyzing the City's existing water and wastewater systems. On March 24, 2018, Council held a five (5)-hour Special Work Session to discuss current conditions and reached consensus on a plan of action. Consensus was reached to construct a new consolidated Wastewater Treatment Plant on the City's 26-acre site on Market 304 and a consolidated Water Treatment Plant at XS Ranch.

Water/Wastewater Rates

Proposed Wastewater Rate Increase

Knowing that a significant rate increase will be required to cover debt payments for the wastewater treatment plant by FY 2021 when the plant is expected to go on-line, Council determined that the expected rate increase should be spread over the next three (3) years. Therefore, the minimum charge for wastewater will be \$36.97 per month, an increase of \$10.00 per month, effective October 1, 2018. This increase is expected to generate an additional \$365,000 in revenue annually.

Future Rate Modeling

Once schedules and estimates are developed by each Project Engineer, staff will need to evaluate costs and financing options and discuss these options with the City's Financial Advisors.

The goal is to develop a multi-year rate strategy with options for Council consideration. Staff has hired Newgen Strategies to construct a rate model for both water and wastewater that will allow the City's Chief Financial Officer to run scenarios for both systems. The sale of revenue bonds, which is covered in the next section, will require a debt coverage ratio that most likely will increase fund balance requirements. This coverage increase will also need to be factored into the rate analysis.

A meeting is scheduled for mid-September to review the model and assumptions. Staff anticipates a Special Council Work Session will be necessary in early FY 2019 to begin reviewing rate options.

Sale of Revenue Bonds in FY 2019

To this point, all debt issued for water and wastewater facilities has been Certificates of Obligations (C.O.'s). Payments for these C.O.'s have

been made from the Water/Wastewater Fund. However, given the length of the useful life of both the water and wastewater treatment facilities and the difference in coverage areas included in the Certificate of Convenience and Necessity (CCN), it is prudent to issue revenue bonds to fund the debt of both facilities. Revenue bonds are issued to fund municipal facilities that will generate enough income to support the bonds. Staff anticipates that there will be a need to sell revenue bonds in FY 2019 to cover the costs of design for both facilities. However, there are adequate funds in the Water/Wastewater Debt Fund to make any payments in FY 2019 that may be required.

Steel Tariff – 25% Increase in Price

On March 8, 2018, President Trump signed an order to place a 25% tariff on steel imports. China is reducing its steel production by 20%, which is approximately 165 million tons by 2020. This will cause demand to outweigh supply for the first time in over a decade, causing a sharp rise in steel prices that could last at least through 2020. Raw steel is used in the construction of numerous different building components including reinforcing steel in structural concrete, structural steel framing, and miscellaneous metal framing and supports. Until domestic production of steel can ramp up, it is likely that prices will continue to increase.

Given the uncertainty of steel prices in our future, we can expect to see significant increases in bid prices. Preliminary costs estimates received from KSA Engineering already reflect a sharp increase in the cost of construction of the wastewater treatment plant. Proposed costs for both water and wastewater treatment plants are covered in the Capital Improvement Program (CIP) section of this budget.

Utility System Improvements

Water System Improvements

Water System – Willow Plant

Staff conducted an operational assessment on the Willow Plant. There are five (5) alluvial wells on the Colorado River that serve the Willow Plant. The Colorado River has numerous water sources upstream that vary daily due to agricultural and effluent discharges. Different pH levels can change dramatically daily, making treatment challenging.

All five alluvial (5) wells are permitted for 5,796,000 gallons per day. However, given the challenges with alluvial wells and the production capabilities of the pumps, Willow Plant can only produce 2,872,800 gallons per day, which is roughly 50% of permit, running the plant 24 hours a day. To ensure maximum functionality of the pumps, they are run 18 hours per day, which reduces the capacity even further.

In addition to being extremely inefficient, the water is considered corrosive prior to treatment. Iron bacteria grows, which can reduce flow, which requires an acid wash to fix at \$150,000 per treatment. The screens used to filter water can become clogged as well.

Water System – Bob Bryant Park Plant

An operational assessment was also conducted on the Bob Bryant Park Plant, which has two (2) wells. One (1) well is alluvial and the other well is a deep well in the Simsboro Aquifer. This plant requires both wells to be blended at a 50/50 ratio due to a high level of dissolved solids. This process is not efficient and expensive to maintain. Because the treatment process requires blending, it limits pumping because the blending source dictates the amount available to pump. The plant was never set up with appropriate treatment, which includes filtration to treat quality and aesthetics. The plant requires a scrubber to treat methane. The water source has iron manganese, which requires a high chlorine demand.

Water System “Game Changer”

The operational assessment concluded that existing water sources are challenging and have high maintenance costs depending upon season, river depth, and water demands. Peak summer demand is very close to the system’s maximum peak daily demand. There are NO options for improvement.

In FY 2018, City Council authorized the purchase of an additional 3,000-acre feet of water in the Simsboro Aquifer. The purchase of this water should

be completed in early Fall. Combined with the 3,000-acre feet already purchased and the 1,613 acre feet in the Simsboro Aquifer used in Bob Bryant Park Plant,

the City will own 7,613 acre feet of water in the Simsboro Aquifer providing combined water availability of 6.8 million gallons per day pumping capacity.

Engineer estimates suggest that a consolidated water treatment plant can be built at XS Ranch for the same water rate or with a minimum increase that will provide a long-term water system and improve water quality and aesthetics. Therefore, the consensus of Council is to build a new water treatment plant at XS Ranch to improve water quality and the City’s ability to meet future water demands.

BASTROP COMPREHENSIVE PLAN 2036 – GOAL 2.2:
Ensure long-term water system capacity for existing customers, while accommodating incremental growth and development.

Partnership with Aqua Water Supply Corporation

Staff has worked diligently in FY 2018 to establish a quality relationship with Aqua Water Supply Corporation. A quality relationship solves current economic development challenges regarding fire flow. It also provides a long-term opportunity to expand our Water Certificate of Convenience & Necessity (CCN) to match our Wastewater CCN through a long-term wholesale water agreement. In addition, it provides the City with immediate water supply redundancy that we currently do not have and helps manage peak demand until a new plant can be built. Staff hopes to finalize a partnership agreement outlining these criteria by the end of FY 2018.

Water System Maintenance

One of the most important ways to meet Goal 2.2 of the City's Comprehensive Plan is to maintain the water system to industry standards. In FY 2018, staff developed a ten (10) year replacement schedule for all water system elements, as noted in Water System Facts.

Additional funding has been appropriated for annual maintenance in this budget for everything but water line rehabilitation. All water lines associated with failed streets will be cameraed by next year and scheduled for replacement as streets are rehabilitated as well.

Processes have been created to ensure that daily operational schedules now include required system annual maintenance. System maintenance will be scheduled throughout the year to ensure all required maintenance is conducted annually prior to year-end.

Water System Facts
<ul style="list-style-type: none">• 70 miles of water mains• 8 high service pumps and motors• 10 filter canisters housing 8 filters each• Methane stripper with 2 transfer pumps and motors• 500+ fire hydrants• Maintain 3358 meters• 7 water wells• 9 system pressure release valves• 8 turbidity meters to monitor the canisters• 6 water storage facilities totaling 2.76 million gallons of capacity• 1000+ main line water valves• Serve 2862 customers

Wastewater System Improvements

Wastewater Treatment Plant #1 & #2

Wastewater Treatment Plant (WWTP) #1 and #2 are in a state of disrepair and need to have substantial work done to ensure proper operation and treatment. WWTP #2 is a pre-manufactured system, purchased from the City of Austin for \$1 in the mid-1980's. A study by Texas Tank Services, conducted in December 2017, suggests localized metal loss in the tank wall exceeds 70% at each of the five (5) levels investigated. Metal loss at one (1) measurement location, approximately five (5) feet above the base, measured at 87%. The losses were computed using estimated plate thicknesses for the original tank as no record drawings are available.

If a safety factor of 2.0 was used in the original construction, as is common for tank design, many areas currently have a safety factor of less than 1.0 based on the December assessment. A safety factor of less than 1.0 indicates a significant and immediate deficiency in the structural integrity of the tank. With so much of the wall thickness compromised, in-service rehabilitation involving adding new plates may not be a prudent approach. Welding temporarily reduces the steel strength at the weld site, so the process of attaching the supplemental plates could initiate a failure. Over the next several years, significant capital projects will need to be scheduled

to rehabilitate the equipment and structures at WWTP #1 and WWTP #2.

TCEQ Rules on Wastewater Treatment Capacity

TAC Title 30. Environmental Quality Part 1. TECQ Chapter 305. Consolidated Permits Subchapter F. Permit Characteristics and Conditions. Section 305.126 (a): At 75% of daily average flow for three (3) consecutive months, start designing. At 90% of the daily average flow for three (3) consecutive months, a new plant must be permitted to be built.

The City currently processes 925,000 gallons per day, which is 68% of 1.4 million gallons per day (mgd). At 75%, the trigger to design a new plant is 1 mgd. At 90%, the trigger to permit the construction of a new plant is 1.26 mgd. The City will reach its current service unit credit (SUEs) allocation by 2021, based on anticipated growth, not including West Bastrop Village. Should West Bastrop Village start construction, the TCEQ triggers could be met much earlier.

Wastewater Treatment Plant #3

In 2005, the City purchased 26 acres on Market 304 close to the Colorado River for a new WWTP. BEFCO designed a 1-million-gallon plant in 2007. The design is considered incomplete because it did not include belt presses and digesters. This plan assumes that WWTP #1 and #2 remain in service, which require extensive rehabilitation. The City has a TCEQ permit to build a new plant under 317 rule, which expires September 1, 2019. TCEQ issued new rule 217 in August 2008 requiring more stringent quality of water discharge.

BASTROP COMPREHENSIVE PLAN 2036 – GOAL 2.5:
Enhance wastewater system efficiency.

Wastewater System Maintenance

One of the most important ways to meet Goal 2.2 of the City's Comprehensive Plan is to maintain the system to industry standards. In FY 2018, staff developed a ten (10) year replacement schedule for all wastewater system elements, as noted in Wastewater System Facts.

Additional funding has been appropriated for annual maintenance in this budget for everything but wastewater line rehabilitation. All wastewater lines associated with failed streets will be cameraed by next year and scheduled for replacement as streets are rehabilitated as well.

Processes have been created to ensure that daily operational schedules now include required system

Capital Improvement Projects

Significant improvements are required in both the water and wastewater systems to provide efficient and reliability services while meeting anticipated growth. The hope is a new wastewater treatment plant can be built before catastrophic system failure occurs at WWTP #1 and #2. As a result, Council reached consensus to proceed with \$54 million of Capital Improvement Projects. Priority will be given to the construction of WWTP #3.

Evaluation of Wastewater Treatment Options

Knowing the precarious situation of WWTP #1 and #2 and the fact a new plant must be under design no later than 2021, given anticipated growth, Staff hired HDR Engineering to conduct a feasibility study that evaluated the cost of capital and maintenance for a pre-packaged plant vs. an activated sludge treatment plant over the useful life of the asset. In addition to cost, the feasibility study considered redundancy, system reliability, permitting, staffing, and future nutrient requirements.

This study determined that a centralized activated sludge facility would cost almost \$12 million less than a pre-packaged plant over the useful life. In addition, the system would be built with redundancy allowing for system maintenance.

annual maintenance. System maintenance will be scheduled throughout the year to ensure all required maintenance is conducted annually prior to year-end.

Wastewater System Facts

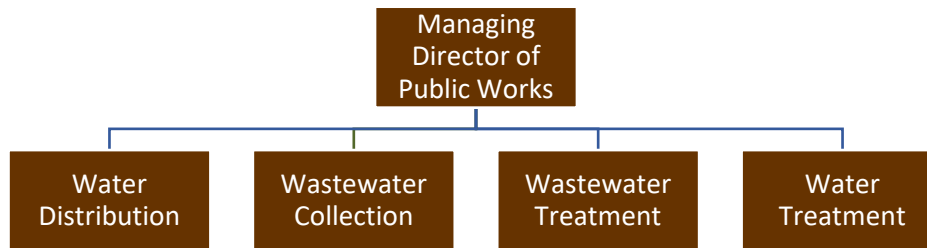
- 2 Wastewater Treatment Plants, WWTP #1 & #2
- 57 miles of wastewater collection lines
- 8 miles of force main lines
- 17 lift stations
- 650 manholes
- Has 2 meters (WCID and By the Way RV Park)
- 7 water wells
- Serve 2947 customers

KSA Engineering is Engineer of Record on the design and construction of WWTP #3. Construction on Phase 1 is anticipated to start no later than September 1, 2019 under the City's existing permit. Phase 1 will provide MUCH needed system redundancy should a catastrophic system failure occur with WWTP #1 and #2. At the conclusion of Phase 1, Phase 2 construction will begin. At the conclusion of Phase 2, WWTP #1 and #2 will be decommissioned and all wastewater flows will go to WWTP #3, which is anticipated to occur in late 2021 – early 2022.

Department Description

Water/Wastewater Fund is utilized to account for the financial activities related to the provision of water and wastewater services to residents in the City's service territory. The City's Water and Wastewater divisions are separated into four (4) subcategories: Water Distribution, Wastewater Collection, Wastewater Treatment, and Water Treatment. Water distribution is provided through 68 miles of water main. It provides clean water to approximately 3,160-meter connections. The system pressure helps lower cost of insurance by providing adequate fire flow at one of 520 fire hydrants. Wastewater collection conveys the wastewater leaving our homes and businesses to a wastewater treatment plant through approximately 51 miles of sewer main lines. Wastewater treatment is vital to maintaining a safe and clean drinking water source and protection of our river's ecosystem.

Organizational Chart



Goals and Objectives for FY 2019

- Provide maintenance on 68 miles of water mains, 51 miles of wastewater lines, 658 manholes, 6 alluvial wells, 1 deep well, 18 lift stations, 3160-meter connections from ¾" to 10", and 520 fire hydrants.
- Provide safe drinking water.
- Conserve the City's water source.
- Collect and treat approximately 1 million gallons of wastewater per day.
- Maintain a 98% compliance with TCEQ required drinking water standards annually.
- Maintain accuracy of well entry point meters at 97% annually.
- Maintain 3%-meter accuracy between gallons of water produced and gallons of water distributed.
- Maintain a 98% compliance rate with TCEQ required effluent discharge quality standards annually.
- Track reliability and response time to work orders for water leaks, after hours call outs and sewer stoppages.
- Ensure Wastewater Treatment Plant is under construction by end of FY 2019.

Recent Accomplishments for FY 2018

- ✓ Hired an Assistant Public Works Director.
- ✓ Continued to provide logistical support for 50+ special events.
- ✓ Awarded engineering contract for the design of a new wastewater treatment plant.
- ✓ Awarded engineering contract for the design of a new water treatment plant.
- ✓ Developed comprehensive list and maintenance schedules for equipment at Water & Wastewater Treatment Facilities and Lift Stations.
- ✓ Began process to camera City sewer lines based on streets requiring rehabilitation per Pavement Condition Index Report.
- ✓ Toilets continued to flush.
- ✓ Water continued to run.
- ✓ Completed Smoke Testing Schedule for FY 2018 by testing 56,617 feet (10.723 miles) of sewer main using 616 manhours at a cost of \$0.42 per foot. Found and repaired 166 defects.

Water/Wastewater Fund Summary

FY 2019 Revenue Fund Summary



CITY OF BASTROP					
FUND	DEPARTMENT		DIVISION		
202 WATER/WASTEWATER FUND	00 NON-DEPARTMENT		00 NON-DIVISION		
SUMMARY					
CATEGORIES	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	PROPOSED 2019	PLANNING 2020
CHARGES FOR SERVICES	\$0	\$0	\$0	\$0	\$0
FINES AND FORFEITURES	\$0	\$0	\$0	\$0	\$0
WATER REVENUES	\$2,975,592	\$3,053,013	\$3,089,847	\$3,203,030	\$3,297,242
WASTEWATER REVENUES	\$2,007,794	\$2,020,627	\$2,051,168	\$2,464,660	\$2,536,895
OTHER REVENUE	\$0	\$0	\$0	\$0	\$0
INTEREST INCOME	\$45,889	\$43,000	\$30,000	\$32,000	\$35,000
INTERGOVERNMENTAL	\$0	\$0	\$0	\$0	\$0
MISCELLANEOUS	\$7,100	\$5,000	\$7,500	\$7,500	\$7,500
TRANSFERS IN	\$0	\$0	\$0	\$0	\$0
OTHER SOURCES	\$799	\$0	\$0	\$0	\$0
TOTAL REVENUE	\$5,037,174	\$5,121,640	\$5,178,515	\$5,707,190	\$5,876,637

Revenue Summary- Water/Wastewater Fund

FY 2019 Fund Summary & Personnel Schedule



CITY OF BASTROP					
FUND	DEPARTMENT		DIVISION		
202 WATER/WASTEWATER FUND	35 WATER/WASTEWATER DEPT.		10 ADMINISTRATION		
SUMMARY					
CATEGORIES	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	PROPOSED 2019	PLANNING 2020
PERSONNEL COSTS	\$151,003	\$274,744	\$199,542	\$307,460	\$321,342
SUPPLIES AND MATERIALS	\$20,078	\$30,410	\$23,050	\$22,660	\$29,445
MAINTENANCE AND REPAIRS	\$9,174	\$11,430	\$7,000	\$10,430	\$8,930
OCCUPANCY	\$21,522	\$16,032	\$16,032	\$16,032	\$16,032
CONTRACTUAL SERVICES	\$621,942	\$605,497	\$741,702	\$679,392	\$708,786
OTHER CHARGES	\$24,349	\$49,220	\$20,220	\$41,220	\$23,220
CONTINGENCY	\$0	\$10,000	\$0	\$10,000	\$0
CAPITAL OUTLAY	\$24,954	\$0	\$0	\$0	\$0
DEBT SERVICE	\$1,900	\$0	\$0	\$0	\$0
TRANSFERS OUT	\$1,692,202	\$1,195,447	\$1,918,972	\$1,882,049	\$1,940,309
TOTAL EXPENDITURE	\$2,567,124	\$2,192,780	\$2,926,518	\$2,969,243	\$3,048,064
PERSONNEL SCHEDULE					
POSITION TITLE	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	APPROVED 2019	PLANNING 2020
ASSISTANT PW DIRECTOR	0.000	0.500	0.500	0.500	0.500
CITY ENGINEER (50%)	0.000	0.500	0.500	0.500	0.500
DIR OF PW/UTIL/LEISURE SERVICES	0.500	0.500	0.500	0.500	0.500
PW TECHNICIAN	0.000	0.000	0.000	0.250	0.250
SPECIAL PROGRAMS COORD.	1.000	1.000	1.000	1.000	1.000
TOTAL FTEs	1.500	2.500	2.500	2.750	2.750

Water/Wastewater Fund - Administration

FY 2019 Fund Summary & Personnel Schedule



CITY OF BASTROP					
FUND	DEPARTMENT		DIVISION		
202 WATER/WASTEWATER FUND	35 WATER/WASTEWATER DEPT.		41 W/WW DISTRIBUT/COLLECT		
SUMMARY					
CATEGORIES	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	PROPOSED 2019	PLANNING 2020
PERSONNEL COSTS	\$401,869	\$472,366	\$413,687	\$457,525	\$478,727
SUPPLIES AND MATERIALS	\$58,146	\$45,880	\$57,315	\$66,382	\$68,478
MAINTENANCE AND REPAIRS	\$67,377	\$160,900	\$127,900	\$168,885	\$168,885
CONTRACTUAL SERVICES	\$35,856	\$64,168	\$59,168	\$61,467	\$17,380
OTHER CHARGES	\$2,229	\$4,000	\$4,000	\$4,500	\$4,500
CAPITAL OUTLAY	\$23,602	\$1,680,000	\$20,000	\$0	\$0
TOTAL EXPENDITURE	\$589,079	\$2,427,314	\$682,070	\$758,759	\$737,970
PERSONNEL SCHEDULE					
POSITION TITLE	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	APPROVED 2019	PLANNING 2020
FOREMAN	1.000	1.000	1.000	1.000	1.000
UTILITY FIELD SUPERINTENDENT	0.500	0.250	0.250	0.000	0.000
WWW SYSTEMS TECH	6.000	6.000	6.000	6.000	6.000
WWW SYSTEMS TECH CREW LEADER	1.000	1.000	1.000	1.000	1.000
TOTAL FTEs	8.500	8.250	8.250	8.000	8.000

Water/Wastewater Fund – Distribution & Collections

FY 2019 Fund Summary & Personnel Schedule



CITY OF BASTROP					
FUND	DEPARTMENT		DIVISION		
202 WATER/WASTEWATER FUND	35 WATER/WASTEWATER DEPT.		43 WATER PRODUCTION/TREAT		
SUMMARY					
CATEGORIES	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	PROPOSED 2019	PLANNING 2020
PERSONNEL COSTS	\$249,696	\$286,535	\$240,482	\$282,708	\$294,940
SUPPLIES AND MATERIALS	\$52,884	\$43,000	\$70,279	\$82,626	\$84,090
MAINTENANCE AND REPAIRS	\$232,729	\$570,191	\$220,000	\$366,014	\$265,222
OCCUPANCY	\$118,067	\$130,000	\$129,500	\$130,000	\$132,000
CONTRACTUAL SERVICES	\$331,571	\$162,555	\$165,149	\$179,555	\$185,721
OTHER CHARGES	\$1,819	\$4,000	\$4,800	\$5,680	\$5,680
CAPITAL OUTLAY	\$20,980	\$10,644	\$0	\$0	\$0
TOTAL EXPENDITURE	\$1,007,746	\$1,206,925	\$830,210	\$1,046,583	\$967,652
PERSONNEL SCHEDULE					
POSITION TITLE	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	APPROVED 2019	PLANNING 2020
CHIEF PLANT OPERATOR	0.500	0.500	0.500	0.500	0.500
WWW SUPERINTENDENT	0.000	0.500	0.500	0.500	0.500
WWW OPERATOR C	1.500	1.500	2.000	2.000	2.000
WWW PLANT OPERATOR	1.500	1.500	1.000	1.000	1.000
TOTAL FTEs	3.500	4.000	4.000	4.000	4.000

Water/Wastewater Fund – Water Production/Treatment

FY 2019 Fund Summary & Personnel Schedule



CITY OF BASTROP					
FUND	DEPARTMENT		DIVISION		
202 WATER/WASTEWATER FUND	35 WATER/WASTEWATER DEPT.		46 WW TREATMENT PLANT		
SUMMARY					
CATEGORIES	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	PROPOSED 2019	PLANNING 2020
PERSONNEL COSTS	\$260,198	\$284,161	\$238,806	\$280,428	\$294,940
SUPPLIES AND MATERIALS	\$32,993	\$33,800	\$34,131	\$38,910	\$38,919
MAINTENANCE AND REPAIRS	\$181,245	\$282,965	\$242,392	\$331,465	\$287,735
OCCUPANCY	\$159,711	\$167,548	\$167,548	\$167,548	\$167,548
CONTRACTUAL SERVICES	\$68,357	\$80,071	\$81,024	\$81,252	\$85,267
OTHER CHARGES	\$1,491	\$4,000	\$2,235	\$5,680	\$5,680
CAPITAL OUTLAY	\$4,219	\$0	\$0	\$0	\$0
TOTAL EXPENDITURE	\$708,214	\$852,545	\$766,136	\$905,283	\$880,089
PERSONNEL SCHEDULE					
POSITION TITLE	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	APPROVED 2019	PLANNING 2020
CHIEF PLANT OPERATOR	0.500	0.500	0.500	0.500	0.500
W/WW PLANT OPERATOR	1.500	1.500	1.000	1.000	1.000
W/WW SUPERINTENDENT	0.000	0.500	0.500	0.500	0.500
WWW OPERATOR C	1.500	1.500	1.000	1.000	1.000
TOTAL FTEs	3.500	4.000	4.000	4.000	4.000

Water/Wastewater Fund – Treatment Plant

FY 2019 Fund Summary & Personnel Schedule



CITY OF BASTROP					
FUND	DEPARTMENT		DIVISION		
250 CIP W/WW UTILITY FUND	00 NON-DEPT		00 NON-DIV		
SUMMARY					
CATEGORIES	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	PROPOSED 2019	PLANNING 2020
INTEREST INCOME	\$0	\$0	\$0	\$30,000	\$5,000
TRANSFERS IN	\$0	\$0	\$2,725,000	\$125,000	\$125,000
TOTAL REVENUE	\$0	\$0	\$2,725,000	\$155,000	\$130,000
WATER CIP PROJECTS					
CAPITAL OUTLAY	\$0	\$0	\$200,000	\$813,230	\$1,700,000
TRANSFERS OUT	\$0	\$0	\$0	\$0	\$0
TOTAL WATER CIP EXPENDITURES	\$0	\$0	\$200,000	\$813,230	\$1,700,000
WASTEWATER CIP PROJECTS					
CAPITAL OUTLAY	\$0	\$0	\$0	\$62,500	\$150,000
TOTAL WASTEWATER CIP EXPENDITURES	\$0	\$0	\$0	\$62,500	\$150,000

Water/Wastewater Fund – Capital Improvement Program



BASTROPTX
Heart of the Lost Pines
Est. 1832

This page is intentionally left blank.



Capital Improvement Projects



Capital Improvement Projects

Capital Improvement Project Summary	229
Drainage Summary & Projects	231
Quality of Life Summary & Projects.	235
Transportation Summary & Projects	239
Wastewater Summary & Projects	245
Water Summary & Projects	251



BASTROPTX
Heart of the Lost Pines
Est. 1832

This page is intentionally left blank.



The Capital Improvement Program (CIP) Budget is a separate budget from the Operating Budget. Items included in the CIP are usually construction projects or major capital purchases designed to improve and maintain the value of the City’s assets.



Capital Improvement Project (CIP) Fund Summary

Capital Improvement Program (CIP) Fund Summary

The City’s Comprehensive Plan 2036 contains a template development process in Appendix B to help guide the development of the Bastrop Capital Improvement Program (CIP). This template was NOT utilized in determining the inclusion of projects in this CIP. All water, wastewater, drainage, and transportation projects in this CIP Program are considered essential. Given current conditions and existing inefficiencies of infrastructure, Council has clearly stated that providing funding to meet the fiscal stewardship and maintenance responsibilities of the City’s assets is a policy decision. Not completing any of these projects is not considered an option. There are two (2) quality of life projects included in this CIP due to awarded grant funding and previous Council commitments made to the community.

projects/programs were of interest to our citizens, a “gut-check” if you will. As Council and Staff build multi-year maintenance plans for all City infrastructure, it is important to ensure that the City’s current plan of work includes projects and/or programs that meet the needs of our citizens. There were 104 participants. Of the 104 participants, 66% were residents and 34% were non-residents. Topics of projects/projects included a new pool/recreation center in partnership with the YMCA, access roads north and south of SH 71, sidewalk improvements, restrooms downtown, bike lanes/trails, drainage improvements, and water and wastewater improvements. After reviewing the survey results, there were no surprises regarding projects/programs that citizens wanted. With the exception of the YMCA/Indoor Pool, the majority of the citizen requests will be addressed in this CIP.



There are five (5) sections in this year’s CIP. Those sections include (1) Drainage, (2) Quality of Life, (3) Transportation, (4) Water, and (5) Wastewater and are presented in alphabetical order. Each section project has its own individual sheet that includes a Project Description/Location, Justification, Picture, Estimated Project Costs, and Funding Sources.

A CIP on-line Survey was conducted earlier in March 2018. The purpose of this survey was to ask open-ended questions to determine what

A summary of this CIP by category is as follows:

CIP Category	Total Outstanding Cost
Drainage CIP – 3 Projects	\$1,348,400
Quality of Life CIP – 2 Projects	\$2,273,685
Transportation CIP – 4 Projects	\$5,408,194
Water CIP – 6 Projects	\$14,954,608
Wastewater CIP – 5 Projects	\$39,158,577
TOTAL CIP Outstanding Costs	\$63,143,464*

**ALL Project totals are subject to change once individual project design is complete and an Engineer’s Opinion of Probable Cost is issued. Water/Wastewater Projects are currently being engineered. Engineer’s Opinion of Probable Cost will be determined and future rates identified before the City sells revenue bonds to cover any costs of constructions. Price of steel has significantly increased recently. More information regarding the Water/Wastewater Projects can be found in the Water/Wastewater Fund Summary. BEDC is providing funding for Agnes Road expansion.*



SUMMARY OF ALL DRAINAGE PROJECTS

	Total Proj	Exp YTD	Total O/S
Public Works Detention Pond	\$ 558,000	\$ -	\$ 558,000
Pine St. Drainage Improv.	\$ 584,000	\$ -	\$ 584,000
Jasper/Newton Drainage Improv.	\$ 206,400	\$ -	\$ 206,400
	\$ 1,348,400		\$ 1,348,400

SUMMARY OF ALL DRAINAGE PROJECTS
FY2017-FY2022

Estimated Project Cost(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	YR 21/22	TOTAL
Acquisitions (ROW/Easements/Land)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Design	\$0	\$0	\$126,700	\$42,500	\$0	\$0	\$169,200
Construction (+10%)	\$0	\$0	\$0	\$1,106,000	\$0	\$0	\$1,106,000
Other	\$8,000	\$0	\$29,400	\$35,800	\$0	\$0	\$73,200
Total Project Cost	\$8,000	\$0	\$156,100	\$1,184,300	\$0	\$0	\$1,348,400

Cost Notes: See individual project sheets for detail.

Funding Source(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	YR 21/22	TOTAL
Impact Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Revenue Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CO Bonds	\$0	\$0	\$0	\$276,500	\$0	\$0	\$276,500
Current Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fund Balance	\$2,000	\$0	\$39,024	\$26,624	\$0	\$0	\$67,648
Interest	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Source(s)	\$6,000	\$0	\$117,076	\$881,176	\$0	\$0	\$1,004,252
Total Project Funding	\$8,000	\$0	\$156,100	\$1,184,300	\$0	\$0	\$1,348,400

Funding Source Notes: See individual project sheets for detail.

Funding Surplus/(Deficit)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
----------------------------------	------------	------------	------------	------------	------------	------------	------------

JASPER & NEWTON STREET DRAINAGE IMPROVEMENTS

Project Category: Utilities	Sub-category: Drainage
Recommended by: <i>Engineering</i>	Responsible Dept.: Engineering

Project Description/Location: Mitigate flooding impacts by improving the flow conditions at the intersection of Jasper Street and MLK Drive, as well as along the railroad near Newton Street. General improvements include re-building the street intersection and installing new ditches to route stormwater flows more efficiently.

Justification: Areas along Gills Branch have experienced flooding due to inadequate drainage structures. This project will improve the capacity of of the channel along Pine Street between SH 95 and Gills Branch.



Qualifiers:

Can be funded fully/partially through non-municipal sources?	Yes X	No
Necessary to meet a regulatory mandate?	Yes	No X
Requires completion of another project?	Yes	No X
Will additional resources/staff be required to operate/maintain the completed project?	Yes X	No

Notes: Phase I has been approved for funding through HMGP DR-4269-010. This phase only funds design of the project. Phase II is for construction and will be awarded once the design is complete. BEFCO is the Engineer of Record.

Estimated Project Cost(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 20/21	TOTAL
Acquisitions (ROW/Easements/Land)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Design	\$0	\$0	\$30,000	\$15,000	\$0	\$0	\$45,000
Construction (+10%)	\$0	\$0	\$0	\$149,000	\$0	\$0	\$149,000
Other	\$0	\$0	\$3,000	\$9,400	\$0	\$0	\$12,400
Total Project Cost	\$0	\$0	\$33,000	\$173,400	\$0	\$0	\$206,400

Cost Notes: Design costs include engineering design and environmental permitting. Other costs include grant administration fees. These costs are for both Phase I & Phase II

Funding Source(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 20/21	TOTAL
Impact Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Revenue Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CO Bonds	\$0	\$0	\$0	\$37,250	\$0	\$0	\$37,250
GO Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fund Balance	\$0	\$0	\$8,250	\$13,150	\$0	\$0	\$21,400
Interest	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Source(s)	\$0	\$0	\$24,750	\$123,000	\$0	\$0	\$147,750
Total Project Funding	\$0	\$0	\$33,000	\$173,400	\$0	\$0	\$206,400

Funding Source Notes: Additional funding (up to 75%) will be provided through the FEMA HMGP. City's portion will be paid by 2018 Certificate of Obligation Series.

Funding Surplus/(Deficit)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
----------------------------------	-----	-----	-----	-----	-----	-----	------------

PINE STREET DRAINAGE IMPROVEMENTS

Project Category: Utilities	Sub-category: Drainage
Recommended by: Engineering	Responsible Dept.: Engineering

Project Description/Location: Mitigate flooding impacts by increasing the culvert size to improve the flow conditions along Pine Street between SH 95 and Gills Branch. Installing 40' span of culvert to increase water flow/capacity at a choke point where Pine St. drainage channel connects to Gills Branch.

Justification: Areas along Gills Branch have experienced flooding due to inadequate drainage structures. This project will improve the capacity of the channel along Pine Street between SH 95 and Gills Branch.



Qualifiers:

Can be funded fully/partially through non-municipal sources?	Yes	No X
Necessary to meet a regulatory mandate?	Yes	No X
Requires completion of another project?	Yes	No X
Will additional resources/staff be required to operate/maintain the completed project?	Yes	No X

Notes: Phase I has been approved for funding through HMGP DR-4272-028. This phase only funds design of the project. Phase II is for construction and will be awarded once the design is complete. BEFCO is the Engineer of Record.

Estimated Project Cost(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 20/21	TOTAL
Acquisitions (ROW/Easements/Land)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Design	\$0	\$0	\$30,000	\$27,500	\$0	\$0	\$57,500
Construction (+10%)	\$0	\$0	\$0	\$495,000	\$0	\$0	\$495,000
Other	\$4,000	\$0	\$13,750	\$13,750	\$0	\$0	\$31,500
Total Project Cost	\$4,000	\$0	\$43,750	\$536,250	\$0	\$0	\$584,000

Cost Notes: Design costs include engineering design and environmental permitting. Other costs include grant administration fees. These costs are for both Phase I & Phase II

Funding Source(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 20/21	TOTAL
Impact Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Revenue Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CO Bonds	\$0	\$0	\$0	\$123,750	\$0	\$0	\$123,750
GO Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fund Balance	\$1,000	\$0	\$10,937	\$10,312	\$0	\$0	\$22,249
Interest	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Source(s)	\$3,000	\$0	\$32,813	\$402,188	\$0	\$0	\$438,001
Total Project Funding	\$4,000	\$0	\$43,750	\$536,250	\$0	\$0	\$584,000

Funding Source Notes: Additional funding (up to 75%) will be provided through the FEMA HMGP. City's portion will be paid by 2018 Certificate of Obligation Series.

Funding Surplus/(Deficit)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
----------------------------------	-----	-----	-----	-----	-----	-----	------------

PUBLIC WORKS DETENTION POND

Project Category: Utilities	Sub-category: Drainage
Recommended by: Engineer / Public Works	Responsible Dept.: Public Works
Project Description/Location: Mitigate flooding impacts by expanding the existing detention pond adjacent to the City of Bastrop Public Works facility.	

Justification: The north area of Bastrop has experienced flooding during previous rain events. Expanding the capacity of the existing detention pond will accommodate larger storm events.



Qualifiers:

Can be funded fully/partially through non-municipal sources?	Yes	No X
Necessary to meet a regulatory mandate?	Yes	No X
Requires completion of another project?	Yes	No X
Will additional resources/staff be required to operate/maintain the completed project?	Yes X	No

Notes: Phase I has been approved for funding through HMGP DR-4272-024. This phase only funds design of the project. Phase II is for construction and will be awarded once the design is complete. BEFCO is the Engineer of Record.

Estimated Project Cost(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 20/21	TOTAL
Acquisitions (ROW/Easements/Land)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Design	\$0	\$0	\$66,700	\$0	\$0	\$0	\$66,700
Construction (+10%)	\$0	\$0	\$0	\$462,000	\$0	\$0	\$462,000
Other	\$4,000	\$0	\$12,650	\$12,650	\$0	\$0	\$29,300
Total Project Cost	\$4,000	\$0	\$79,350	\$474,650	\$0	\$0	\$558,000

Cost Notes: Design costs include engineering design and environmental permitting. Other costs include grant administration fees. These costs are for both Phase I & Phase II

Funding Source(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 20/21	TOTAL
Impact Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Revenue Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CO Bonds	\$0	\$0	\$0	\$115,500	\$0	\$0	\$115,500
GO Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fund Balance	\$1,000	\$0	\$19,837	\$3,162	\$0	\$0	\$23,999
Interest	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Source(s)	\$3,000	\$0	\$59,513	\$355,988	\$0	\$0	\$418,501
Total Project Funding	\$4,000	\$0	\$79,350	\$474,650	\$0	\$0	\$558,000

Funding Source Notes: Additional funding (up to 75%) will be provided through the FEMA HMGP. The City's portion will be paid by 2018 Certificate of Obligations Series.

Funding Surplus/(Deficit)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
----------------------------------	-----	-----	-----	-----	-----	-----	------------



SUMMARY OF ALL QUALITY OF LIFE PROJECTS

	Total Proj	Exp YTD	Total O/S
State Park Trail	\$ 1,593,685	\$ -	\$ 1,593,685
Downtown Trail Expansion (EDC)	\$ 680,000	\$ -	\$ 680,000
	\$ 2,273,685		\$ 2,273,685

SUMMARY OF ALL QUALITY OF LIFE PROJECTS
FY2017-FY2022

Estimated Project Cost(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	YR 21/22	TOTAL
Acquisitions (ROW/Easements/Land)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Design	\$0	\$156,000	\$130,685	\$0	\$0	\$0	\$286,685
Construction (+10%)	\$0	\$0	\$1,920,000	\$0	\$0	\$0	\$1,920,000
Other	\$0	\$20,000	\$47,000	\$0	\$0	\$0	\$67,000
Total Project Cost	\$0	\$176,000	\$2,097,685	\$0	\$0	\$0	\$2,273,685

Cost Notes: See individual project sheets for detail.

Funding Source(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	YR 21/22	TOTAL
Impact Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Revenue Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CO Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Current Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fund Balance	\$0	\$116,000	\$110,685	\$0	\$0	\$0	\$226,685
Interest	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Source(s)	\$0	\$60,000	\$1,987,000	\$0	\$0	\$0	\$2,047,000
Total Project Funding	\$0	\$176,000	\$2,097,685	\$0	\$0	\$0	\$2,273,685

Funding Source Notes: See individual project sheets for detail.

Funding Surplus/(Deficit)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
----------------------------------	-----	-----	-----	-----	-----	-----	------------

DOWNTOWN TRAIL EXPANSION PROJECT (EDC)

Project Category: Quality of Life	Sub-category: Trails
Recommended by: <i>Planning Dept.</i>	Responsible Dept.: <i>Engineering Dept.</i>

Project Description/Location:
 Design, engineering and construction of a trail along Loop 150, Hwy 71 W., Hwy 71 E., Water Street and Main Street.

Justification: Additional trails enhancing the walkability factor of the community.



Qualifiers:

Can be funded fully/partially through non-municipal sources?	Yes	No X
Necessary to meet a regulatory mandate?	Yes	No X
Requires completion of another project?	Yes	No X
Will additional resources/staff be required to operate/maintain the completed project?	Yes X	No

Notes: CAMPO grant for \$485,000, KBCB \$130,000 and BEDC \$65,000.

Estimated Project Cost(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 21/22	TOTAL
Acquisitions (ROW/Easements/Land)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Design	\$0	\$60,000	\$0	\$0	\$0	\$0	\$60,000
Construction (+10%)	\$0	\$0	\$620,000	\$0	\$0	\$0	\$620,000
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Project Cost	\$0	\$60,000	\$620,000	\$0	\$0	\$0	\$680,000

Cost Notes:

Funding Source(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 21/22	TOTAL
Impact Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Revenue Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CO Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Current Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interest	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Source(s)	\$0	\$60,000	\$620,000	\$0	\$0	\$0	\$680,000
Total Project Funding	\$0	\$60,000	\$620,000	\$0	\$0	\$0	\$680,000

Funding Source Notes: CAMPO grant for \$485,000, Keep Bastrop County Beautiful Governor's Award \$130,000, and BEDC \$65,000.

Funding Surplus/(Deficit)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
----------------------------------	-----	-----	-----	-----	-----	-----	-----

STATE PARK TRAIL

Project Category: Quality of Life	Sub-category: Trails
Recommended by: <i>Planning Dept.</i>	Responsible Dept.: <i>Engineering Dept.</i>

Project Description/Location: 1.0-mile multi-use pedestrian path between the Bastrop State Park and Chestnut Street along State HWY 21 with pedestrian crossings at SH 95 and SH Loop 150.

Justification: Provide pedestrian connectivity between the State Park and the City's existing sidewalk network.

Qualifiers:

Can be funded fully/partially through non-municipal sources?	Yes	No X
Necessary to meet a regulatory mandate?	Yes	No X
Requires completion of another project?	Yes	No X
Will additional resources/staff be required to operate/maintain the completed project?	Yes X	No

Notes: MWM is the Engineer of Record and is currently working on the design. Estimated project time is 14-16 months.



Estimated Project Cost(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 21/22	TOTAL
Acquisitions (ROW/Easements/Land)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Design	\$0	\$96,000	\$130,685	\$0	\$0	\$0	\$226,685
Construction (+10%)	\$0	\$0	\$1,300,000	\$0	\$0	\$0	\$1,300,000
Other	\$0	\$20,000	\$47,000	\$0	\$0	\$0	\$67,000
Total Project Cost	\$0	\$116,000	\$1,477,685	\$0	\$0	\$0	\$1,593,685

Cost Notes: *Text*

Funding Source(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 21/22	TOTAL
Impact Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Revenue Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CO Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Current Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fund Balance	\$0	\$116,000	\$110,685	\$0	\$0	\$0	\$226,685
Interest	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Source(s)	\$0	\$0	\$1,367,000	\$0	\$0	\$0	\$1,367,000
Total Project Funding	\$0	\$116,000	\$1,477,685	\$0	\$0	\$0	\$1,593,685

Funding Source Notes: Project construction is partially funded (80%) by TxDOT STP-MM grant. Design costs are funded by the Innovation Fund.

Funding Surplus/(Deficit)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
----------------------------------	-----	-----	-----	-----	-----	-----	-----



BASTROPTX
Heart of the Lost Pines
Est. 1832

This page is intentionally left blank.

SUMMARY OF ALL TRANSPORTATION PROJECTS

	Total Proj	Exp YTD	Total O/S
Agnes St Partial Extension (EDC)	\$ 1,244,694	\$ -	\$ 1,244,694
Main St. Street & Sidewalk Improv	\$ 1,900,000		\$1,900,000
North Main St. & Side Street Improve.	\$ 263,500		\$ 263,500
Old Iron Bridge Rehab.	\$ 2,000,000	\$ -	\$ 2,000,000
	\$ 5,408,194	\$ -	\$ 5,408,194

SUMMARY OF ALL TRANSPORTATION PROJECTS FY2017-FY2022

Estimated Project Cost(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	YR 21/22	TOTAL
Acquisitions (ROW/Easements/Land)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Design	\$0	\$0	\$73,371	\$117,609	\$0	\$0	\$190,980
Construction (+10%)	\$0	\$0	\$0	\$5,070,203	\$0	\$0	\$5,070,203
Other	\$0	\$0	\$0	\$147,011	\$0	\$0	\$147,011
Total Project Cost	\$0	\$0	\$73,371	\$5,334,823	\$0	\$0	\$5,408,194

Cost Notes: See individual project sheets for details.

Funding Source(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	YR 21/22	TOTAL
Impact Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Revenue Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CO Bonds	\$0	\$0	\$73,371	\$4,090,129	\$0	\$0	\$4,163,500
Current Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interest	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Source(s)	\$0	\$0	\$0	\$1,244,694	\$0	\$0	\$1,244,694
Total Project Funding	\$0	\$0	\$73,371	\$5,334,823	\$0	\$0	\$5,408,194

Funding Source Notes: See individual project sheets for details.

Funding Surplus/(Deficit)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
----------------------------------	------------	------------	------------	------------	------------	------------	------------

AGNES STREET PARTIAL EXTENSION (BEDC Funded Project)

Project Category: Transportation	Sub-category: Roadway
Recommended by: Engineering	Responsible Dept.: BEDC
Project Description/Location: Extension of Agnes Street from Seton property to SH 304 at Home Depot Way.	

Justification: This infrastructure street improvement and extension will promote the development of new and expanded business projects.

Qualifiers:

Can be funded fully/partially through non-municipal sources?	Yes	No X
Necessary to meet a regulatory mandate?	Yes	No X
Requires completion of another project?	Yes	No X
Will additional resources/staff be required to operate/maintain the completed project?	Yes X	No

Notes: Ongoing maintenance will require an additional \$12,000 annually be added to street maintenance fund upon acceptance of the street by the City.



Estimated Project Cost(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 20/21	TOTAL
Acquisitions (ROW/Easements/Land)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Design	\$0	\$0	\$0	\$117,609	\$0	\$0	\$117,609
Construction (+10%)	\$0	\$0	\$0	\$980,074	\$0	\$0	\$980,074
Other	\$0	\$0	\$0	\$147,011	\$0	\$0	\$147,011
Total Project Cost	\$0	\$0	\$0	\$1,244,694	\$0	\$0	\$1,244,694

Cost Notes:

Funding Source(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 20/21	TOTAL
Impact Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Revenue Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CO Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
GO Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interest	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Source(s)	\$0	\$0	\$0	\$1,244,694	\$0	\$0	\$1,244,694
Total Project Funding	\$0	\$0	\$0	\$1,244,694	\$0	\$0	\$1,244,694

Funding Source Notes: This project is funded by the Bastrop Economic Development Corporation.

Funding Surplus/(Deficit)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
----------------------------------	-----	-----	-----	-----	-----	-----	-----

MAIN ST. STREET & SIDEWALK IMPROVEMENTS

Project Category: Transportation	Sub-category: Roadway
Recommended by: Public Works	Responsible Dept.: Public Works

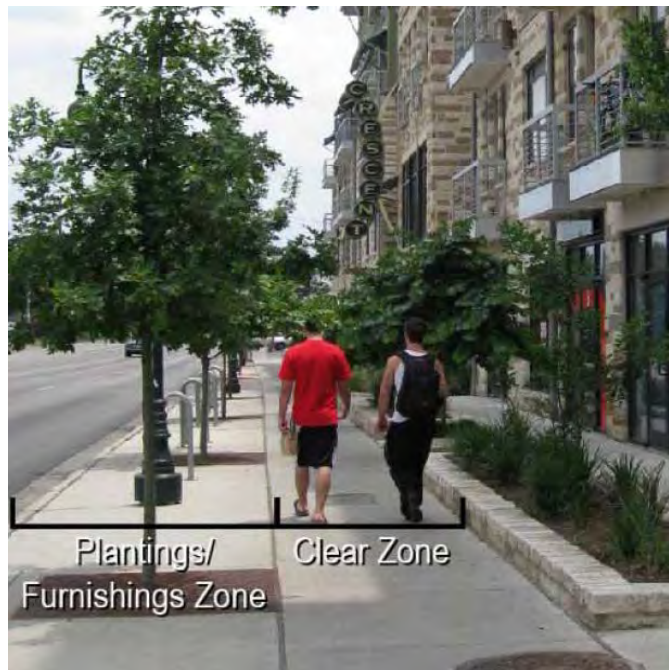
Project Description/Location: Project scope is Main Street from Water Street to Spring Street including new and expanded sidewalks, landscaping and furnishings, public restroom facilities, and street repair (mill and overlay).

Justification: The sidewalks along Main Street have fallen into disrepair due to a multitude of factors such as a lack of maintenance on private property and vegetative growth. The improvements will provide ADA compliance, improved pedestrian safety and economic sustainability downtown.

Qualifiers:

Can be funded fully/partially through non-municipal sources?	Yes	No X
Necessary to meet a regulatory mandate?	Yes	No X
Requires completion of another project?	Yes	No X
Will additional resources/staff be required to operate/maintain the completed project?	Yes X	No

Notes: MWM Design is the Engineer of Record. Acquisition of sidewalk easements must be completed before construction can start.



Estimated Project Cost(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 20/21	TOTAL
Acquisitions (ROW/Easements/Land)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Design	\$0	\$0	\$73,371	\$0	\$0	\$0	\$73,371
Construction (+10%)	\$0	\$0	\$0	\$1,826,629	\$0	\$0	\$1,826,629
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Project Cost	\$0	\$0	\$73,371	\$1,826,629	\$0	\$0	\$1,900,000

Cost Notes: Text

Funding Source(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 20/21	TOTAL
Impact Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Revenue Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CO Bonds	\$0	\$0	\$73,371	\$1,826,629	\$0	\$0	\$1,900,000
GO Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interest	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Source(s)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Project Funding	\$0	\$0	\$73,371	\$1,826,629	\$0	\$0	\$1,900,000

Funding Source Notes: BEDC will pay \$800,000, funded by 2014 Certificate of Obligations Series. The City will fund \$1,100,000 with 2018 Certificate of Obligation Series.

Funding Surplus/(Deficit)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
----------------------------------	-----	-----	-----	-----	-----	-----	-----

NORTH MAIN ST. AND SIDE STREETS IMPROVEMENTS

Project Category: Transportation	Sub-category: Roadway
Recommended by: Public Works	Responsible Dept.: Public Works

Project Description/Location: This project is an opportunity to improve the quality of the streets in a local neighborhood. This project is one of several projects that includes complete utility replacement and improvements to local neighborhood streets.

Justification: The City has received a TX Community Development Block Grant to replace wastewater lines on Maple, Magnolia, Locust and a portion of North Main Street. Once the lines are replaced, street repair will be a must. Leveraging this project with street repair provides an opportunity to greatly improve the overall pavement condition scores for this local neighborhood.

Qualifiers:

Can be funded fully/partially through non-municipal sources?	Yes	No X
Necessary to meet a regulatory mandate?	Yes	No X
Requires completion of another project?	Yes X	No X
Will additional resources/staff be required to operate/maintain the completed project?	Yes X	No

Notes: This project is being performed in conjunction with the sewer line replacement for multiple streets off N. Main St. (grant funded)



Estimated Project Cost(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 20/21	TOTAL
Acquisitions (ROW/Easements/Land)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction (+10%)	\$0	\$0	\$0	\$263,500	\$0	\$0	\$263,500
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Project Cost	\$0	\$0	\$0	\$263,500	\$0	\$0	\$263,500

Cost Notes: Surface replacement for Main street \$108,000, Reclamation and pavement of Maple, Locust, & Magnolia Street \$45,000 each. Work includes regrading ditches replacing driveway culverts and adding a ribbon curb to prevent future raveling of the pavement edge.

Funding Source(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 20/21	TOTAL
Impact Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Revenue Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CO Bonds	\$0	\$0	\$0	\$263,500	\$0	\$0	\$263,500
GO Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interest	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Source(s)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Project Funding	\$0	\$0	\$0	\$263,500	\$0	\$0	\$263,500

Funding Source Notes: \$223,500 is funded through 2018 Certificate of Obligations Series. \$40,000 is funded through the Innovations Fund to cover drainage work.

Funding Surplus/(Deficit)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
----------------------------------	-----	-----	-----	-----	-----	-----	-----

CITY OF BASTROP, TEXAS
CAPITAL IMPROVEMENTS PROGRAM



OLD IRON BRIDGE REHABILITATION

Project Category: Transportation	Sub-category: Roadway
Recommended by: Engineering	Responsible Dept.: Engineering
Project Description/Location: Structural rehabilitation on iconic Old Iron Bridge.	

Justification: Studies conducted in 1992, 2001, 2009, 2011 and 2014 all show significant deterioration of structural components. Considered a public safety hazard.

Qualifiers:

Can be funded fully/partially through non-municipal sources?	Yes	No X
Necessary to meet a regulatory mandate?	Yes	No X
Requires completion of another project?	Yes	No X
Will additional resources/staff be required to operate/maintain the completed project?	Yes X	No

Notes: Estimated time for design and rehabilitation is 14-16 months. Kimley-Horn is Engineer of Record.



Estimated Project Cost(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 20/21	TOTAL
Acquisitions (ROW/Easements/Land)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction (+10%)	\$0	\$0	\$0	\$2,000,000	\$0	\$0	\$2,000,000
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Project Cost	\$0	\$0	\$0	\$2,000,000	\$0	\$0	\$2,000,000

Cost Notes:

Funding Source(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 20/21	TOTAL
Impact Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Revenue Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CO Bonds	\$0	\$0	\$0	\$2,000,000	\$0	\$0	\$2,000,000
GO Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interest	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Source(s)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Project Funding	\$0	\$0	\$0	\$2,000,000	\$0	\$0	\$2,000,000

Funding Source Notes: This project will be funded with 2018 Certificate of Obligation Series.

Funding Surplus/(Deficit)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
----------------------------------	-----	-----	-----	-----	-----	-----	-----



BASTROPTX
Heart of the Lost Pines
Est. 1832

This page is intentionally left blank.

SUMMARY OF ALL WASTEWATER PROJECTS

	Total Proj	Exp YTD	Total O/S
Lift Station Generators	\$ 315,000	\$ 49,252	\$ 265,748
Sewer Line Replace. - N. Main	\$ 450,000	\$ -	\$ 450,000
WWTP 1 & 2 Transfer Pipeline	\$ 6,001,390	\$ -	\$ 6,001,390
WWTP#3	\$ 24,906,958	\$ 31,958	\$ 24,875,000
Westside Collection System	\$ 7,566,439	\$ -	\$ 7,566,439
	\$ 39,239,787	\$ 81,210	\$ 39,158,577

SUMMARY OF ALL WASTEWATER PROJECTS
FY2017-FY2022

Estimated Project Cost(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	YR 21/22	TOTAL
Acquisitions (ROW/Easements/Land)	\$0	\$0	\$250,000	\$0	\$0	\$0	\$250,000
Design	\$16,876	\$33,124	\$4,068,329	\$1,561,500	\$100,000	\$0	\$5,779,829
Construction (+10%)	\$0	\$0	\$250,000	\$18,798,000	\$14,000,000	\$0	\$33,048,000
Other	\$17,849	\$29,109	\$115,000	\$0	\$0	\$0	\$161,958
Total Project Cost	\$34,725	\$62,233	\$4,683,329	\$20,359,500	\$14,100,000	\$0	\$39,239,787

Cost Notes: See individual project sheets for detail.

Funding Source(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	YR 21/22	TOTAL
Impact Fees	\$0	\$0	\$289,400	\$0	\$0	\$0	\$289,400
Revenue Bonds	\$0	\$0	\$3,646,929	\$19,981,500	\$14,100,000	\$0	\$37,728,429
CO Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Current Bonds	\$0	\$0	\$425,000	\$0	\$0	\$0	\$425,000
Fund Balance	\$20,376	\$27,832	\$62,500	\$150,000	\$0	\$0	\$260,708
Interest	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Source(s)	\$14,349	\$34,401	\$259,500	\$228,000	\$0	\$0	\$536,250
Total Project Funding	\$34,725	\$62,233	\$4,683,329	\$20,359,500	\$14,100,000	\$0	\$39,239,787

Funding Source Notes: See individual project sheets for details.

Funding Surplus/(Deficit)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
----------------------------------	-----	-----	-----	-----	-----	-----	-----

LIFT STATION EMERGENCY GENERATORS

Project Category: Utilities	Sub-category: Wastewater
Recommended by: Water / Wastewater	Responsible Dept.: Water / Wastewater
Project Description/Location: Install emergency generators at the Central Lift Station and Gills Branch Lift Station.	

Justification: This project will provide emergency power during outage periods, allowing the wastewater lift stations to remain operational.

Qualifiers:

Can be funded fully/partially through non-municipal sources?	Yes X	No
Necessary to meet a regulatory mandate?	Yes X	No
Requires completion of another project?	Yes	No X
Will additional resources/staff be required to operate/maintain the completed project?	Yes	No X

Notes: This project has received grant funding through the FEMA Hazard Mitigation Grant Program (DR-4223-045 and DR-4245-011). The State has approved our scope of work and this project will be awarded at the August 28 2018 Council Meeting. BEFCO is the Engineer of Record.



Estimated Project Cost(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 21/22	TOTAL
Acquisitions (ROW/Easements/Land)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Design	\$16,876	\$33,124	\$0	\$0	\$0	\$0	\$50,000
Construction (+10%)	\$0	\$0	\$250,000	\$0	\$0	\$0	\$250,000
Other	\$2,256	\$12,744	\$0	\$0	\$0	\$0	\$15,000
Total Project Cost	\$19,132	\$45,868	\$250,000	\$0	\$0	\$0	\$315,000

Cost Notes:

Funding Source(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 21/22	TOTAL
Impact Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Revenue Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CO Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Current Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fund Balance	\$4,783	\$11,467	\$62,500	\$0	\$0	\$0	\$78,750
Interest	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Source(s)	\$14,349	\$34,401	\$187,500	\$0	\$0	\$0	\$236,250
Total Project Funding	\$19,132	\$45,868	\$250,000	\$0	\$0	\$0	\$315,000

Funding Source Notes:

Funding Surplus/(Deficit)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
----------------------------------	-----	-----	-----	-----	-----	-----	-----

CITY OF BASTROP, TEXAS

CAPITAL IMPROVEMENTS PROGRAM



SEWER LINE REPLACEMENT (MAIN ST & MAPLE, MESQUITE, MAGNOLIA, LOCUST)

Project Category: Utilities	Sub-category: Wastewater
Recommended by: Water / Wastewater	Responsible Dept.: Water / Wastewater

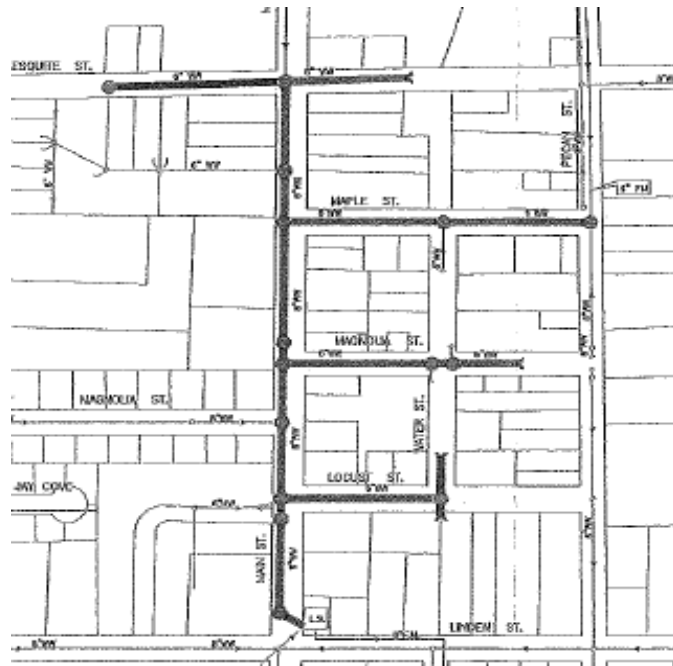
Project Description/Location: Replace 4,350 linear feet of sewer line from 6" to 8" and 1,550 linear feet of 10" to replace existing 6" and 8" lines to allow for future growth that is planned to tie into this line. This project will also replace 14 deteriorating manholes and reconnect the existing sanitary sewer services along the route.

Justification: This project is important to replace old sewer lines due to deteriorating condition which leads to inflow and infiltration in the City's sanitary sewer system.

Qualifiers:

Can be funded fully/partially through non-municipal sources?	Yes	No X
Necessary to meet a regulatory mandate?	Yes X	No
Requires completion of another project?	Yes X	No
Will additional resources/staff be required to operate/maintain the completed project?	Yes X	No

Notes: This project has received grant funding through TDA 2018 Community Development Funds awaiting award from the State in Aug. or Sept. 2018. City is planning to perform street improvements and water line replacement in conjunction with this project.



Estimated Project Cost(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 21/22	TOTAL
Acquisitions (ROW/Easements/Land)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Design	\$0	\$0	\$42,000	\$0	\$0	\$0	\$42,000
Construction (+10%)	\$0	\$0	\$0	\$378,000	\$0	\$0	\$378,000
Other	\$0	\$0	\$30,000	\$0	\$0	\$0	\$30,000
Total Project Cost	\$0	\$0	\$72,000	\$378,000	\$0	\$0	\$450,000

Cost Notes:

Funding Source(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 21/22	TOTAL
Impact Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Revenue Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CO Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Current Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fund Balance	\$0	\$0	\$0	\$150,000	\$0	\$0	\$150,000
Interest	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Source(s)	\$0	\$0	\$72,000	\$228,000	\$0	\$0	\$300,000
Total Project Funding	\$0	\$0	\$72,000	\$378,000	\$0	\$0	\$450,000

Funding Source Notes: TDA funding approved. Design & Admin funded 100% from grant. Construction will be the City's match, which will be paid out of fund balance.

Funding Surplus/(Deficit)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
----------------------------------	-----	-----	-----	-----	-----	-----	-----

WWTP No. 1 & No. 2 Transfer Pipeline

Project Category: Utilities	Sub-category: Wastewater
Recommended by: Water / Wastewater	Responsible Dept.: Water / Wastewater

Project Description/Location: Installation of a Transfer Pump Station and Wastewater force main directing the flow from Wastewater Treatment Plants 1 & 2 to the new Wastewater Treatment Plant # 3 allowing for the decommission of plants 1 & 2.

Justification: This project will provide a portion of the infrastructure necessary to re-direct existing and future wastewater flows to the new wastewater treatment plant.

Qualifiers:

Can be funded fully/partially through non-municipal sources?	Yes	No X
Necessary to meet a regulatory mandate?	Yes X	No
Requires completion of another project?	Yes X	No
Will additional resources/staff be required to operate/maintain the completed project?	Yes	No X

Notes: This project must be constructed in conjunction with the proposed Wastewater Treatment Plant #3 project. KSA Engineering is the Engineer of Record. The location of all distribution lines will be evaluated with updated costs and project scope as a part of design of WWTP #3.



Estimated Project Cost(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 21/22	TOTAL
Acquisitions (ROW/Easements/Land)	\$0	\$0	\$250,000	\$0	\$0	\$0	\$250,000
Design	\$0	\$0	\$873,390	\$378,000	\$0	\$0	\$1,251,390
Construction (+10%)	\$0	\$0	\$0	\$4,500,000	\$0	\$0	\$4,500,000
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Project Cost	\$0	\$0	\$1,123,390	\$4,878,000	\$0	\$0	\$6,001,390

Cost Notes: The limits of this project are within existing public utility easements, and no additional land acquisition is necessary.

Funding Source(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 21/22	TOTAL
Impact Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Revenue Bonds	\$0	\$0	\$1,123,390	\$4,878,000	\$0	\$0	\$6,001,390
CO Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Current Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interest	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Source(s)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Project Funding	\$0	\$0	\$1,123,390	\$4,878,000	\$0	\$0	\$6,001,390

Funding Source Notes: Will require future sale of Revenue Bonds once Engineer's Opinion of Probable Cost is established.

Funding Surplus/(Deficit)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
----------------------------------	-----	-----	-----	-----	-----	-----	-----

CITY OF BASTROP, TEXAS
CAPITAL IMPROVEMENTS PROGRAM



WASTEWATER TREATMENT PLANT #3

Project Category: Utilities	Sub-category: Wastewater
Recommended by: Water / Wastewater	Responsible Dept.: Water / Wastewater

Project Description/Location: Construction of a Wastewater Treatment Plant #3 on SH 304. The plant's initial design capacity 2MGD, but will be designed with opportunities to expand its capacity in the future. The site has a current operating permit issued by the Texas Commission on Environmental Quality (TCEQ), which will expire in September 2019.

Justification: This project will provide reliable wastewater treatment and additional capacity needed to accommodate the current and future demands on Bastrop's wastewater treatment system.

Qualifiers:

Can be funded fully/partially through non-municipal sources?	Yes	No X
Necessary to meet a regulatory mandate?	Yes X	No
Requires completion of another project?	Yes X	No
Will additional resources/staff be required to operate/maintain the completed project?	Yes X	No

Notes:

- 1) This project must be done in conjunction with other projects (Transfer lift station & Force Main) (West side collectors & Interceptors)
- 2) The TCEQ requires additional capacity when the City's treatment level reaches 90% of its current treatment capacity. KSA Engineering is Engineer of Record. Scope of work being determined



Estimated Project Cost(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 21/22	TOTAL
Acquisitions (ROW/Easements/Land)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Design	\$0	\$0	\$1,753,500	\$1,036,500	\$0	\$0	\$2,790,000
Construction (+10%)	\$0	\$0	\$0	\$11,000,000	\$11,000,000	\$0	\$22,000,000
Other (Citizen engagement)	\$15,593	\$16,365	\$85,000	\$0	\$0	\$0	\$116,958
Total Project Cost	\$15,593	\$16,365	\$1,838,500	\$12,036,500	\$11,000,000	\$0	\$24,906,958

Cost Notes:

Funding Source(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 21/22	TOTAL
Impact Fees (Fund 306 only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Revenue Bonds	\$0	\$0	\$1,413,500	\$12,036,500	\$11,000,000	\$0	\$24,450,000
CO Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Current Bonds	\$0	\$0	\$425,000	\$0	\$0	\$0	\$425,000
Fund Balance	\$15,593	\$16,365	\$0	\$0	\$0	\$0	\$31,958
Interest	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Source(s)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Project Funding	\$15,593	\$16,365	\$1,838,500	\$12,036,500	\$11,000,000	\$0	\$24,906,958

Funding Source Notes: Will require future sale of Revenue Bonds once Engineer's Opinion of Probable Cost is established.

Funding Surplus/(Deficit)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
----------------------------------	-----	-----	-----	-----	-----	-----	-----

CITY OF BASTROP, TEXAS

CAPITAL IMPROVEMENTS PROGRAM



Westside Collection System Gravity Sewer Improvements

Project Category: Utilities	Sub-category: Wastewater
Recommended by: Water / Wastewater	Responsible Dept.: Water / Wastewater

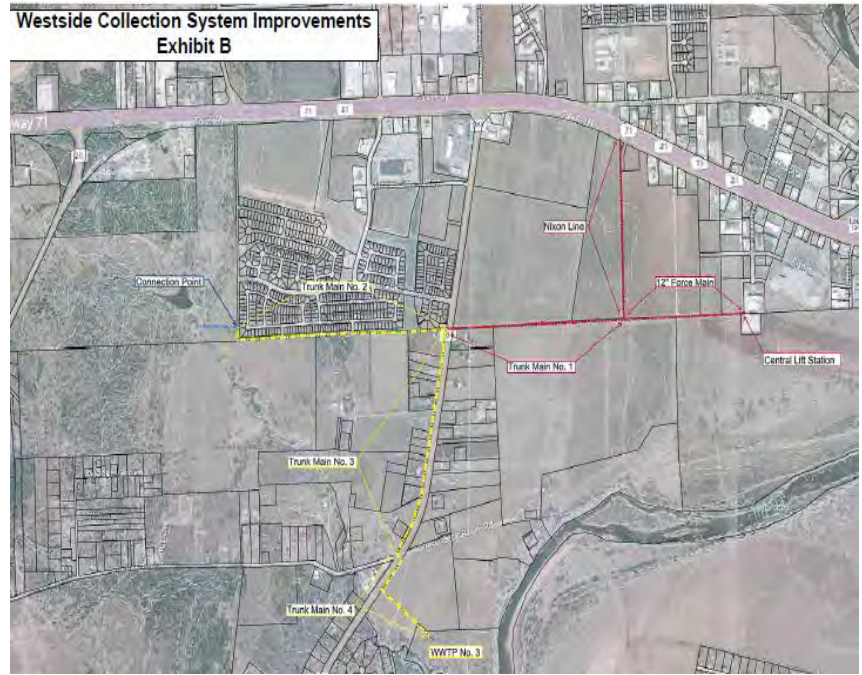
Project Description/Location: Installation of multiple diameter wastewater lines, allowing multiple lift stations to go offline and gravity flow wastewater to proposed Wastewater Treatment Plant #3

Justification: This project will provide the final segment of infrastructure necessary to re-direct existing and future wastewater flows to the new wastewater treatment plant.

Qualifiers:

Can be funded fully/partially through non-municipal sources?	Yes	No X
Necessary to meet a regulatory mandate?	Yes X	No
Requires completion of another project?	Yes X	No
Will additional resources/staff be required to operate/maintain the completed project?	Yes	No X

Notes: This project must be constructed in conjunction with the proposed Wastewater Treatment Plant #3 project. KSA Engineering is the Engineer of Record. The location of all distribution lines will be evaluated with updated costs and project scope as a part of design of WWTP #3.



Estimated Project Cost(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 21/22	TOTAL
Acquisitions (ROW/Easements/Land)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Design	\$0	\$0	\$1,399,439	\$147,000	\$100,000	\$0	\$1,646,439
Construction (+10%)	\$0	\$0	\$0	\$2,920,000	\$3,000,000	\$0	\$5,920,000
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Project Cost	\$0	\$0	\$1,399,439	\$3,067,000	\$3,100,000	\$0	\$7,566,439

Cost Notes:

Funding Source(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 21/22	TOTAL
Impact Fees	\$0	\$0	\$289,400	\$0	\$0	\$0	\$289,400
Revenue Bonds	\$0	\$0	\$1,110,039	\$3,067,000	\$3,100,000	\$0	\$7,277,039
CO Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Current Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interest	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Source(s)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Project Funding	\$0	\$0	\$1,399,439	\$3,067,000	\$3,100,000	\$0	\$7,566,439

Funding Source Notes: Will require future sale of Revenue Bonds once Engineer's Opinion of Probable Cost is established.

Funding Surplus/(Deficit)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
----------------------------------	-----	-----	-----	-----	-----	-----	-----

SUMMARY OF ALL WATER PROJECTS

	Total Proj	Exp YTD	Total O/S
Elevated Storage Tank HWY20	\$ 2,031,393	\$ 131,500	\$ 1,899,893
Water Purchase - 3000 acre ft.	\$ 1,000,000	\$ -	\$ 1,000,000
16" Water Line-River Crossing	\$ 2,235,000	\$ 1,893,515	\$ 341,485
Water Plant - XS Ranch	\$ 9,293,230	\$ -	\$ 9,293,230
Water Transmission Line	\$ 2,420,000	\$ -	\$ 2,420,000
Well J & Monitoring Well	\$ 914,671	\$ 914,671	\$ -
	\$ 17,894,294	\$ 2,939,686	\$ 14,954,608

SUMMARY OF ALL WATER PROJECTS

FY2017-FY2022

Estimated Project Cost(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	YR 21/22	TOTAL
Acquisitions (ROW/Easements/Land)	\$0	\$0	\$70,000	\$0	\$0	\$0	\$70,000
Design	\$292,672	\$268,800	\$628,230	\$0	\$0	\$0	\$1,189,702
Construction (+10%)	\$601,685	\$2,132,907	\$1,800,000	\$11,100,000	\$0	\$0	\$15,634,592
Other	\$0	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$1,000,000
Total Project Cost	\$894,357	\$2,601,707	\$2,698,230	\$11,300,000	\$200,000	\$200,000	\$17,894,294

Cost Notes: See individual project sheets for details.

Funding Source(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	YR 21/22	TOTAL
Impact Fees	\$158,393	\$297,100	\$385,000	\$0	\$0	\$0	\$840,493
Revenue Bonds	\$0	\$0	\$0	\$11,100,000	\$0	\$0	\$11,100,000
CO Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Current Bonds	\$735,964	\$2,104,607	\$0	\$0	\$0	\$0	\$2,840,571
Fund Balance	\$0	\$200,000	\$2,313,230	\$200,000	\$200,000	\$200,000	\$3,113,230
Interest	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Source(s)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Project Funding	\$894,357	\$2,601,707	\$2,698,230	\$11,300,000	\$200,000	\$200,000	\$17,894,294

Funding Source Notes: See individual project sheets for details.

Funding Surplus/(Deficit)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
---------------------------	-----	-----	-----	-----	-----	-----	-----

CITY OF BASTROP, TEXAS
CAPITAL IMPROVEMENTS PROGRAM



ELEVATED STORAGE TANK HWY 20

Project Category: Utilities	Sub-category: Water
Recommended by: Water/wastewater Dept.	Responsible Dept.: Water/Wastewater Dept.
Project Description/Location: Elevated storage tank (1MG) possible ground storage, HWY 20 and HWY 71.	

Justification: This project will provide increased pressure and storage on the westside of the river. These improvements will not only provide improved fireflow, but will allow the City to serve water west of Hwy 20.

Qualifiers:

Can be funded fully/partially through non-municipal sources?	Yes	No X
Necessary to meet a regulatory mandate?	Yes	No X
Requires completion of another project?	Yes X	No
Will additional resources/staff be required to operate/maintain the completed project?	Yes X	No

Notes: This project must be done in conjunction with the 16" river crossing line. BEFCO is the Engineer of Record and has stated that the design will be completed Aug. 2018.



Estimated Project Cost(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 21/22	TOTAL
Acquisitions (ROW/Easements/Land)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Design	\$96,393	\$50,000	\$85,000	\$0	\$0	\$0	\$231,393
Construction (+10%)	\$0	\$0	\$1,800,000	\$0	\$0	\$0	\$1,800,000
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Project Cost	\$96,393	\$50,000	\$1,885,000	\$0	\$0	\$0	\$2,031,393

Cost Notes:

Funding Source(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 21/22	TOTAL
Impact Fees (Fund 303 & 305)	\$96,393	\$50,000	\$385,000	\$0	\$0	\$0	\$531,393
Revenue Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CO Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Current Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fund Balance	\$0	\$0	\$1,500,000	\$0	\$0	\$0	\$1,500,000
Interest	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Source(s)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Project Funding	\$96,393	\$50,000	\$1,885,000	\$0	\$0	\$0	\$2,031,393

Funding Source Notes:

Funding Surplus/(Deficit)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
----------------------------------	-----	-----	-----	-----	-----	-----	-----

16" RIVER CROSSING WATER LINE

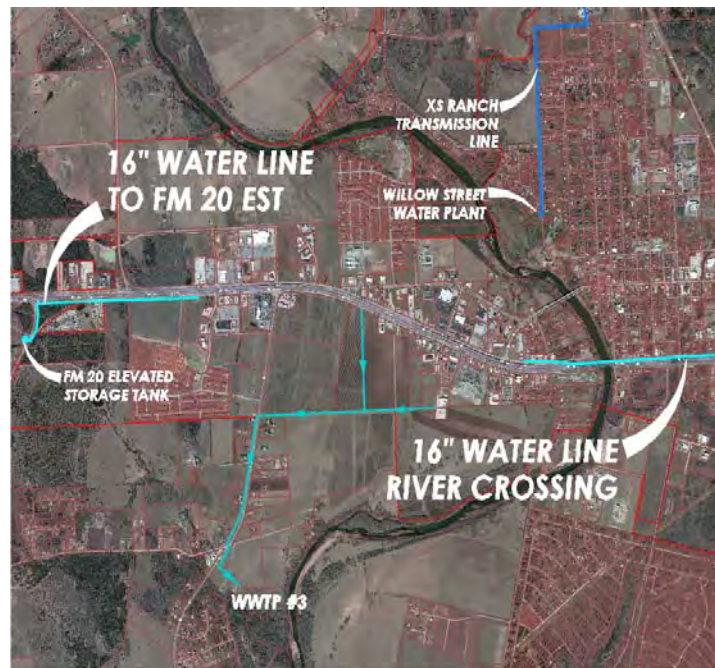
Project Category: Utilities	Sub-category: Water
Recommended by: Water/Wastewater Dept.	Responsible Dept.: Water/Wastewater Dept.
Project Description/Location: 16" water line (Popeyes to Sonic) and Hwy 20 to Lost Pines Toyota.	

Justification: This project provides system redundancy. Currently, the Bob Bryant Water Treatment Plant provides the majority of the water west of the Colorado River. This line will connect zones 2 & 3. Zone 2 has a more prolific water source.

Qualifiers:

Can be funded fully/partially through non-municipal sources?	Yes	No X
Necessary to meet a regulatory mandate?	Yes	No X
Requires completion of another project?	Yes X	No
Will additional resources/staff be required to operate/maintain the completed project?	Yes X	No

Notes: This project must be done in conjunction with the elevated tank at HWY 20. This project is 95% complete.



Estimated Project Cost(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 21/22	TOTAL
Acquisitions (ROW/Easements/Land)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Design	\$62,000	\$90,000	\$0	\$0	\$0	\$0	\$152,000
Construction (+10%)	\$0	\$2,083,000	\$0	\$0	\$0	\$0	\$2,083,000
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Project Cost	\$62,000	\$2,173,000	\$0	\$0	\$0	\$0	\$2,235,000

Cost Notes:

Funding Source(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 21/22	TOTAL
Impact Fees (Fund 303 & 305)	\$62,000	\$247,100	\$0	\$0	\$0	\$0	\$309,100
Revenue Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CO Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Current Bonds	\$0	\$1,925,900	\$0	\$0	\$0	\$0	\$1,925,900
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interest	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Source(s)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Project Funding	\$62,000	\$2,173,000	\$0	\$0	\$0	\$0	\$2,235,000

Funding Source Notes:

Funding Surplus/(Deficit)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
----------------------------------	-----	-----	-----	-----	-----	-----	-----

CITY OF BASTROP, TEXAS

CAPITAL IMPROVEMENTS PROGRAM



WATER PLANT (XS RANCH)

Project Category: Utilities	Sub-category: Water
Recommended by: Water/Wastewater Dept.	Responsible Dept.: Water/Wastewater Dept.
Project Description/Location: Construction of water plant at XS Ranch Well J site.	

Justification: This project will allow the City to consolidate all of its water production into one plant by aggregating the water permit from Bob Bryant Park with the 6,000 acre feet at XS Ranch. Overall production and maintenance costs will be reduced over the useful life of the asset by constructing a consolidated plant using efficient production methods.

Qualifiers:

Can be funded fully/partially through non-municipal sources?	Yes	No X
Necessary to meet a regulatory mandate?	Yes	No X
Requires completion of another project?	Yes X	No
Will additional resources/staff be required to operate/maintain the completed project?	Yes X	No

Notes: This project must be completed in conjunction with the Well J and transmission line to Willow Plant. The Engineer of Record is Freese & Nichols. The scope of work is being determined for this project.



Estimated Project Cost(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 21/22	TOTAL
Acquisitions (ROW/Easements/Land)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Design	\$0	\$0	\$293,230	\$0	\$0	\$0	\$293,230
Construction (+10%)	\$0	\$0	\$0	\$9,000,000	\$0	\$0	\$9,000,000
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Project Cost	\$0	\$0	\$293,230	\$9,000,000	\$0	\$0	\$9,293,230

Cost Notes:

Funding Source(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 21/22	TOTAL
Impact Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Revenue Bonds	\$0	\$0	\$0	\$9,000,000	\$0	\$0	\$9,000,000
CO Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Current Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fund Balance	\$0	\$0	\$293,230	\$0	\$0	\$0	\$293,230
Interest	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Source(s)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Project Funding	\$0	\$0	\$293,230	\$9,000,000	\$0	\$0	\$9,293,230

Funding Source Notes:

Funding Surplus/(Deficit)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
----------------------------------	-----	-----	-----	-----	-----	-----	-----

CITY OF BASTROP, TEXAS
CAPITAL IMPROVEMENTS PROGRAM



WATER PURCHASE OF 3,000 ACRE FEET - SIMSBORO AQUIFER

Project Category: <i>Utilities</i>	Sub-category: <i>Water</i>
Recommended by: <i>Water/Wastewater Dept.</i>	Responsible Dept.: <i>Water/Wastewater Dept.</i>
Project Description/Location: Purchase additional 3,000 acre feet of water from the XS Ranch well site.	

Justification: By purchasing this additional water supply, the City can consolidate all of its water production at one plant.

Qualifiers:

Can be funded fully/partially through non-municipal sources?	Yes	No X
Necessary to meet a regulatory mandate?	Yes	No X
Requires completion of another project?	Yes	No X
Will additional resources/staff be required to operate/maintain the completed project?	Yes X	No

Notes: Have provided the necessary documentation to proceed to closing. Waiting on date to execute sale.



Estimated Project Cost(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 21/22	TOTAL
Acquisitions (ROW/Easements/Land)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction (+10%)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$1,000,000
Total Project Cost	\$0	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$1,000,000

Cost Notes:

Funding Source(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 21/22	TOTAL
Impact Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Revenue Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CO Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Current Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fund Balance	\$0	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$1,000,000
Interest	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Source(s)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Project Funding	\$0	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$1,000,000

Funding Source Notes:

Funding Surplus/(Deficit)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
----------------------------------	-----	-----	-----	-----	-----	-----	-----

WATER TRANSMISSION LINE FROM XS RANCH TO WILLOW

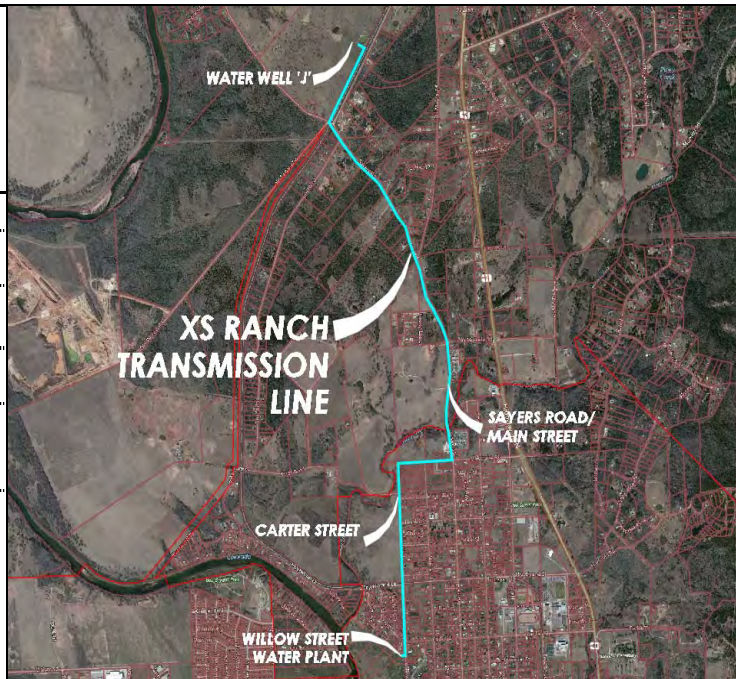
Project Category: Utilities	Sub-category: Water
Recommended by: Water/Wastewater Dept.	Responsible Dept.: Water/Wastewater Dept.
Project Description/Location: 18" Transmission line from XS Ranch water plant to Willow Plant	

Justification: The transmission main will deliver the water from the newly installed well and treatment plant. The waterline will also provide an opportunity for infill development.

Qualifiers:

Can be funded fully/partially through non-municipal sources?	Yes	No X
Necessary to meet a regulatory mandate?	Yes	No X
Requires completion of another project?	Yes X	No
Will additional resources/staff be required to operate/maintain the completed project?	Yes X	No

Notes: This project must be done in conjunction with Well J and the new water plant. The Engineer of Record is Freese & Nichols. The scope of work is being determined for this project.



Estimated Project Cost(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 21/22	TOTAL
Acquisitions (ROW/Easements/Land)	\$0	\$0	\$70,000	\$0	\$0	\$0	\$70,000
Design	\$0	\$0	\$250,000	\$0	\$0	\$0	\$250,000
Construction (+10%)	\$0	\$0	\$0	\$2,100,000	\$0	\$0	\$2,100,000
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Project Cost	\$0	\$0	\$320,000	\$2,100,000	\$0	\$0	\$2,420,000

Cost Notes:

Funding Source(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 21/22	TOTAL
Impact Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Revenue Bonds	\$0	\$0	\$0	\$2,100,000	\$0	\$0	\$2,100,000
CO Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Current Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fund Balance	\$0	\$0	\$320,000	\$0	\$0	\$0	\$320,000
Interest	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Source(s)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Project Funding	\$0	\$0	\$320,000	\$2,100,000	\$0	\$0	\$2,420,000

Funding Source Notes: Text

Funding Surplus/(Deficit)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
----------------------------------	-----	-----	-----	-----	-----	-----	------------

WELL J & MONITORING WELL

Project Category: Utilities	Sub-category: Water
Recommended by: Water/Wastewater Dept.	Responsible Dept.: Water/Wastewater Dept.
Project Description/Location: Construction site of Well J located at XS Ranch & monitoring well location.	

Justification: Well J is part of the city's plan to secure a 50 year water supply. It will also reduce our dependency on the vulnerable alluvial wells.

Qualifiers:

Can be funded fully/partially through non-municipal sources?	Yes	No X
Necessary to meet a regulatory mandate?	Yes	No X
Requires completion of another project?	Yes X	No
Will additional resources/staff be required to operate/maintain the completed project?	Yes X	No

Notes: This project is 100% complete.



Estimated Project Cost(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 21/22	TOTAL
Acquisitions (ROW/Easements/Land)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Design	\$134,279	\$128,800	\$0	\$0	\$0	\$0	\$263,079
Construction (+10%)	\$601,685	\$49,907	\$0	\$0	\$0	\$0	\$651,592
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Project Cost	\$735,964	\$178,707	\$0	\$0	\$0	\$0	\$914,671

Cost Notes:

Funding Source(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 21/22	TOTAL
Impact Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Revenue Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CO Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Current Bonds	\$735,964	\$178,707	\$0	\$0	\$0	\$0	\$914,671
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interest	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Source(s)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Project Funding	\$735,964	\$178,707	\$0	\$0	\$0	\$0	\$914,671

Funding Source Notes:

Funding Surplus/(Deficit)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
----------------------------------	-----	-----	-----	-----	-----	-----	-----



BASTROP TX
Heart of the Lost Pines
Est. 1832

This page is intentionally left blank.



Street Maintenance

Street Maintenance

Street Maintenance Fund Summary ..	.261
Year 1 Schedule265
Year 2 Schedule267



BASTROPTX
Heart of the Lost Pines
Est. 1832

This page is intentionally left blank.



“

The Street Maintenance Fund is being created to contain revenue generated specifically for street maintenance to improve the City's overall Pavement Condition Index.

”



Street Maintenance Fund Summary

Street Maintenance Fund Summary

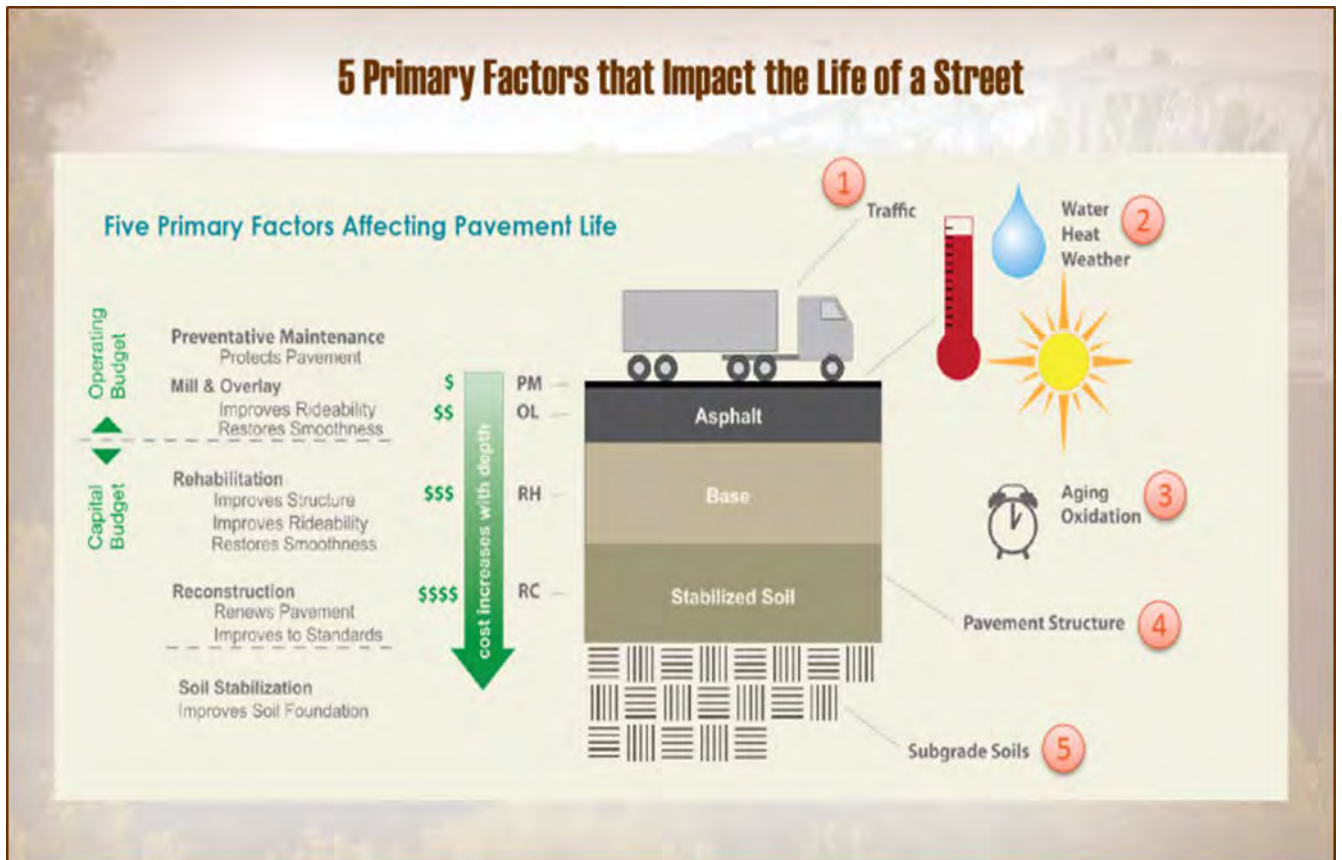
The City of Bastrop’s street system has 54.6 miles of asphaltic concrete, 2.1 miles of portland cement, and 3.8 miles of gravel surface. In FY 2018, the City Council funded a Pavement Condition Index study to evaluate and grade the City’s street infrastructure. Applied Pavement Technology was hired to conduct the study using enhanced data gathering equipment. Results of the study indicate that the City’s asphaltic concrete streets have an overall score of 66. The City’s 2.1 miles of Portland cement concrete have an overall score of 89. The City’s combined overall score is 68.

Condition of 54.6 Miles of Asphaltic Concrete:

- 12.9 Miles in Excellent Condition
- 12.4 Miles in Good Condition
- 10.38 Miles in Fair Condition
- 6.64 Miles in Poor Condition
- 6.48 Miles in Very Poor Condition
- 2.3 Miles in Serious Condition
- .09 Miles in Failed Condition

Condition of 2.1 Miles of Portland Cement Concrete:

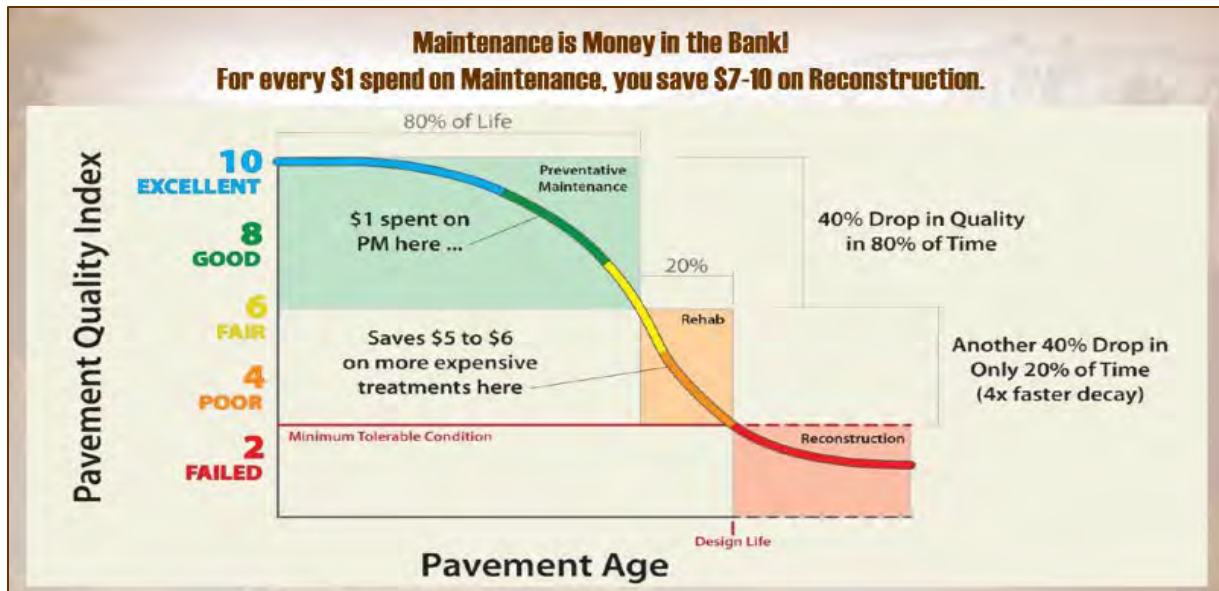
- 1.5 Miles in Excellent Condition
- .6 Miles in Good Condition



Street Maintenance is a Good Investment:

Every year the City's streets do not receive maintenance, the quicker the street will deteriorate. Therefore, Staff has put together a five (5) year strategy to stabilize road conditions.

The proven method to stabilize road conditions and minimize additional deterioration is to "keep the good streets good." Therefore, the Street Maintenance Fund will focus on streets in excellent, good, and fair conditions to minimize the need for road rehabilitation and reconstruction.



Street Maintenance Techniques:

Asphalt maintenance techniques include crack sealing, fog sealing, seal coat, and asphalt overlay. A chart outlining treatments and purposes are shown below.

Categories & Purposes of Major Street Activities

Source	Strategy Type	Treatment	Grade	Purpose
O&M	Maintenance	Crack seal	E,G,F	Seal cracks from water intrusion.
		Fog Seal	E,G	Protect surface from aging.
		Seal coat	E,G,F	Seal cracks from water, protect surface from aging.
		Slurry seal	E,G	Seal cracks from water protect surface from aging.
		Ha5	E,G,F	Seal cracks from water protect surface from aging.
		Thin overlay	Fair	Protect surface, improve rideability, restore smoothness.
Capital	Rehabilitation	Overlay	Fair	Protect surface, improve rideability, restore smoothness.
		Structural Overlay	PCI 54-64	Repair spot damage, improve rideability, restore smoothness.
		Minor Rehabilitation	PCI 0-54	Repair spot damage, improve rideability, restore smoothness.
	Reconstruction	Major Rehabilitation	VP/Failed	Repair spot damage, improve rideability, restore smoothness.
		Reconstruction – Residential	VP/Failed	Restore pavement back to new condition.
		Reconstruction – Collector	VP/Failed	Restore pavement back to new condition.
		Reconstruction – Arterial	VP/Failed	Restore pavement back to new condition.
		Reconstruction - Downtown	VP/Failed	Restore pavement back to new condition.

Fund Description:

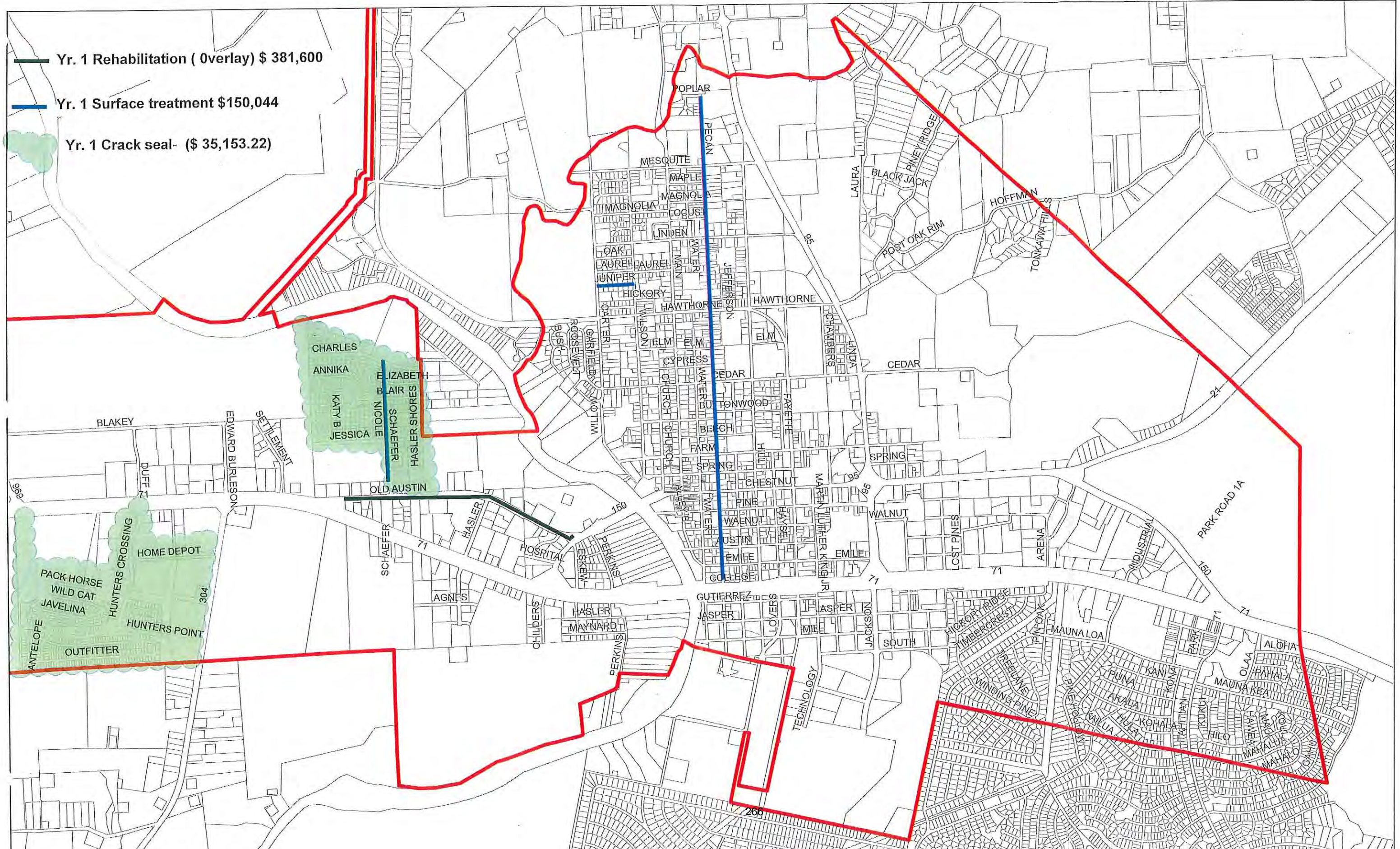
The Street Maintenance Fund is being created to contain revenue generated specifically for street maintenance to improve the City’s overall Pavement Condition Index.



CITY OF BASTROP					
FUND	DEPARTMENT		DIVISION		
110 STREET MAINTENANCE FUND	18 PUBLIC WORKS		00 NON-DIVISION		
SUMMARY					
CATEGORIES	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	PROPOSED 2019	PLANNING 2020
INTEREST INCOME	\$0	\$0	\$0	\$6,000	\$3,118
TRANSFER IN	\$0	\$0	\$0	\$1,100,000	\$0
TOTAL REVENUE	\$0	\$0	\$0	\$1,106,000	\$3,118
MAINTENANCE AND REPAIRS	\$0	\$0	\$0	\$566,797	\$542,321
TOTAL EXPENDITURES	\$0	\$0	\$0	\$566,797	\$542,321

Street Maintenance Fund Summary

Street Maintenance FY 19 (Yr. 1)





Year Two:

Every year the City's streets do not receive maintenance, the quicker the street will deteriorate. Therefore, Staff has put together a five (5) year strategy to stabilize road conditions. Because roads deteriorate annually, Year One and Two streets have been determined. **Please note that Year Two streets may change based on deterioration that occurs in the system during FY 2019.**

FY 2020 Street Maintenance Program					
Street Name	PCI Score	Square Yards	Street Name	PCI Score	Square Yards
Bryant	70	150	Katy B	98	3.3
Charles Blvd.	62	641	Big Horn	87	0.1812.29
Nicole Way	69	703	Caliber	97	0.13453
Kelly	67	8	Pack Horse	87	0.13440
Hasler Shores	63	364	Wolverine Pass	56	1654
Pony Pass	57	10	Browning	77	56.8
Annika Way	78	8	Hunters Point	84	810
Blair	75	32	Javelina	83	974
Jessica	84	224	Thompson	85	27
Patton	79	46	Trophy	73	353
Street Name	PCI Score	Lane Miles	Street Name	PCI Score	Lane Miles
Main	60	5.51	Oak	68	.361
Cedar	68	3.411	Grady Tuck	77	.523
Bush	87	.196	Roosevelt	83	.597
Eskew	89	.685	Hasler	99	1.973
Higgins	96	.213			
	Crack Seal				
	Structural Overlay				
	Surface Treatment &/or Patch Repair				



BASTROPTX
Heart of the Lost Pines
Est. 1832

This page is intentionally left blank.



Bastrop State Park



Debt

Bond & Debt Summary	273
2018 Combination Tax & Revenue Certificate of Obligations Series	276
General Fund – Debt Service	277
Water/Wastewater Debt Service	278
2013 Combination Revenue/Tax Bond	279
2014 Certificate of Obligation Series	280
Debt Schedules	281

Debt



BASTROPTX
Heart of the Lost Pines
Est. 1832

This page is intentionally left blank.



Bond & Debt Summary



Overview of Bonds

Major capital improvements such as streets, drainage, buildings, and other major infrastructure projects are often financed by bonds. This funding mechanism allows payment for infrastructure improvements to be made over multiple years, usually over the life of the improvement.

Debt Management Policy

The Financial Management Policies include debt financing and debt management. Debt financing is recognizing that debt is usually a more expensive financing method, alternative financing sources will be explored before debt is issued. When debt is issued, it will be used to acquire major assets with expected lives that equal or exceed the average life of the debt issue. The exceptions to this requirement are the traditional costs of marketing and issuing the debt, capitalized labor for design and construction of capital projects, and small component parts which are attached to major equipment purchases.

The debt management policy states that self-supporting debt will be supported by self-supporting revenues. Other financing alternatives might be grants, leasing, developer contributions, impact fees, and use of reserves. The City shall obtain voter authorization before issuing General Obligation

Bonds as required by law. Voter authorization is not required for the issuance of Revenue Bonds and Certificates of Obligation. However, the City may elect to obtain voter authorization for Revenue Bonds. The City will attempt to maintain base bond ratings of AA (Standard & Poor's) on its General Obligation debt. In an attempt to keep the debt service tax rate flat, retirement of debt principle will be structured to ensure constant annual debt payments when possible. The City will have a written policy for monitoring compliance with IRS laws and regulations as they relate to tax exempt debt.

City's Current Bond Rating

Standard & Poor's "AA"

Fitch Ratings "AA"

Debt Service Funds

General Debt Service

This fund derives its revenue from property taxes. The amount of the taxes levied is determined by the City Council. The function of this fund is to retire bonded indebtedness and pay the interest on the indebtedness. The debt, which this fund retires, was issued by the City for General Fund capital equipment and infrastructure.

Debt and Tax Rate Limitations

All taxable property within the City is subject to the assessment, levy and collection by the City of a continuing, direct annual ad valorem tax, sufficient to provide for the payment of principal and interest on the Bonds within the limits prescribed by law. Article XI, Section 5, of the Texas Constitution is applicable to the City and limits its maximum ad valorem tax rate to \$2.50 per \$100 of assessed valuation for the City purposes.

Calculation of Legal Debt Margin October 1, 2018

Taxable Assessed Valuation	\$897,823,408
Constitutional Limit	2.50% of assessed valuation
Maximum Constitutional Revenue Available	\$ 22,445,585
Tax Rate to Achieve Maximum Tax Revenue	\$2.50 per \$100 of valuation
Tax Rate for FY 2018-2019	\$0.5640/\$100 of valuation
Available unused Constitutional Max Tax Rate	77.44% of assessed valuation

Utility Debt Service

This fund derives its revenue from rates determined by City Council. The function of this fund is to retire bonded indebtedness for water and wastewater capital equipment and infrastructure. The Electric fund bond indebtedness is not recorded and tracked in a separate debt service fund.



Fund Description

The 2018 Combination Tax & Revenue Certificates of Obligations Series, in the amount of \$4.7 million, were sold on August 28, 2018 **WITHOUT INCREASING TAXES**. The City's long-term bond ratings were affirmed at AA by Standard & Poor's on August 22, 2018. The factors were considered in their rating analysis include: strong economy, with access to a broad and diverse metropolitan statistical area (Austin); strong management, with good financial policies and practices; strong budgetary performance; very strong budgetary flexibility, with an available fund balance in FY 2017 of 35% of operating expenditures; and very strong liquidity, with total government available cash at 106.8% of total governmental fund expenditures and 6.5x governmental debt service.

The debt from this issuance will be paid from the Interest & Sinking (I&S) portion of the City's tax rate. Of the City's \$0.5640 tax rate, \$0.1949 is allocated to I&S, which goes to fund all outstanding debt owed by the General Fund. The I&S portion of the tax rate represents 34.56% of the total tax rate.

Project Description	Certificate of Obligations Issuance Amount
Street Maintenance – Years 1 & 2 (Cost of project will be amortized over 5 years.)	\$1,100,000
Pine Street Drainage Match for Construction (Remaining portion of construction cost paid by grant.)	\$123,750
Public Works Detention Pond Match for Construction (Remaining portion of construction cost paid by grant.)	\$115,500
Jasper/Newton Street Drainage Match for Construction (Remaining portion of construction cost paid by grant.)	\$37,250
North Main Street & Side Street Improvements (Funding for complete Street reconstruction and will be amortized over 5 years. Water will be paid out of Utility Fund. Wastewater portion will be paid by grant. Drainage portion will be paid by Innovation Fund.)	\$223,500
Old Iron Bridge Structural Improvements	\$2,000,000
Main Street Sidewalk & Street Improvements (From Water Street, as the entrance to downtown from SH 71, to Spring Street. Remaining portion of project paid by BEDC.)	\$1,100,000
Total Amount of Issuance	\$4,700,000

2018 Combination Tax & Revenue Certificate of Obligations Series

Fund Description

General Fund – Debt Service is funded by the Interest & Sinking (I&S) portion of the City’s tax rate. Of the City’s \$0.5640 tax rate, \$0.1949 is allocated to I&S, which goes to fund all outstanding debt owed by the General Fund. The I&S portion of the tax rate represents 34.56% of the total tax rate.



CITY OF BASTROP					
FUND	DEPARTMENT		DIVISION		
120 GENERAL FUND-DEBT SERVICE	00 NON-DEPARTMENT		00 NON-DIVISION		
SUMMARY					
CATEGORIES	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	PROPOSED 2019	PLANNING 2020
AD VALOREM TAXES	\$1,717,740	\$1,816,397	\$1,832,493	\$1,863,009	\$1,988,053
OTHER REVENUE	\$2,690,000	\$0	\$0	\$0	\$0
INTEREST INCOME	\$8,229	\$9,500	\$9,500	\$10,850	\$12,500
MISCELLANEOUS INCOME	\$403,509	\$242,600	\$243,600	\$247,619	\$246,548
TRANSFERS IN	\$0	\$0	\$0	\$0	\$0
TRANSFERS IN	\$0	\$496,616	\$515,366	\$516,185	\$514,416
TOTAL REVENUE	\$4,819,478	\$2,565,113	\$2,600,959	\$2,637,663	\$2,761,517
CONTRACTUAL SERVICES	\$9,695	\$0	\$0	\$0	\$0
OTHER CHARGES	\$89,425	\$15,043	\$16,491	\$17,500	\$18,500
DEBT SERVICE	\$1,686,062	\$2,339,231	\$2,340,293	\$2,370,703	\$2,354,304
TRANSFERS OUT	\$3,202,230	\$0	\$0	\$0	\$0
TOTAL EXPENDITURE	\$4,987,412	\$2,354,274	\$2,356,784	\$2,388,203	\$2,372,804

General Fund – Debt Service

Fund Description

Water/Wastewater Fund – Debt Service is funded by a portion of the rate allocated to fund all outstanding debt, interest and principle, owed by the Utility Fund.



FUND 220 W/WW DEBT SERVICE	DEPARTMENT 00 NON-DEPARTMENT		DIVISION 00 NON-DIVISION		
SUMMARY					
CATEGORIES	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	PROPOSED 2019	PLANNING 2020
OTHER REVENUE	\$0	\$0	\$0	\$0	\$0
INTEREST INCOME	\$2,618	\$0	\$10,500	\$26,386	\$42,577
MISCELLANEOUS INCOME	\$0	\$0	\$0	\$0	\$0
TRANSFERS IN - W/WW FUND	\$1,692,202	\$1,195,447	\$1,793,972	\$1,641,565	\$1,816,640
TRANSFERS IN - IMPACT FUND	\$186,667	\$812,139	\$567,374	\$567,692	\$567,374
TOTAL REVENUE	\$1,881,487	\$2,007,586	\$2,371,846	\$2,235,643	\$2,426,591
DEBT SERVICE	\$1,425,351	\$1,440,212	\$1,440,210	\$1,425,805	\$1,438,882
TOTAL EXPENDITURE	\$1,425,351	\$1,440,212	\$1,440,210	\$1,425,805	\$1,438,882

Water/Wastewater Fund – Debt Service

Fund Description

2013 Combination Revenue/Tax Bond was issued for (i) constructing, improving, extending, and/or expanding City streets, including drainage, sidewalks, parking and right-of-way's; (ii) constructing, improving, extending, and/or expanding the City's water and wastewater system including an additional water supply well and related pipeline, and improvements for storm water drainage and detention and related roadway improvements; and (iii) the payment of professional services in connection therewith including legal, fiscal and engineering fees and the costs of issuing the Certificates.



CITY OF BASTROP					
FUND	DEPARTMENT		DIVISION		
724 2013 COMB REV/TAX BOND	00 NON-DEPARTMENT		00 NON-DIVISION		
SUMMARY					
CATEGORIES	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	PROPOSED 2019	PLANNING 2020
OTHER REVENUE	\$0	\$0	\$0	\$0	\$0
INTEREST INCOME	\$17,345	\$13,000	\$17,500	\$15,000	\$0
TOTAL REVENUE	\$17,345	\$13,000	\$17,500	\$15,000	\$0
MAINTENANCE AND REPAIRS	\$0	\$0	\$0	\$0	\$0
CONTRACTUAL SERVICES	\$142,658	\$0	\$2,253	\$0	\$0
OTHER CHARGES	\$0	\$0	\$0	\$0	\$0
CONTINGENCY	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY	\$916,140	\$927,360	\$130,000	\$1,317,356	\$0
TRANSFERS OUT	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$1,058,798	\$927,360	\$132,253	\$1,317,356	\$0

2013 Comb. Revenue/Tax Bond

Fund Description

2014 Certificate of Obligation Series was issued for (i) constructing, improving, extending, and/or expanding the City's water and wastewater system including equipment, vehicles, additional water supply well and related pipeline, and improvements for storm water drainage and detention and related roadway improvements; (ii) constructing improvements and upgrading the City's electric system including equipment and vehicles; and (iii) the payment of professional services in connection therewith including legal, fiscal and engineering fees and the costs of issuing the Certificates.



CITY OF BASTROP					
FUND	DEPARTMENT		DIVISION		
725 CO 2014 SERIES	00 NON-DEPARTMENT		00 NON-DIVISION		
SUMMARY					
CATEGORIES	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	PROPOSED 2019	PLANNING 2020
OTHER REVENUE	\$0	\$0	\$0	\$0	\$0
INTEREST INCOME	\$27,193	\$15,000	\$23,000	\$15,000	\$0
TOTAL REVENUE	\$27,193	\$15,000	\$23,000	\$15,000	\$0
CONTRACTUAL SERVICES	\$8,790	\$0	\$0	\$0	\$0
OTHER CHARGES	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY	\$776,264	\$1,629,084	\$1,960,000	\$833,776	\$0
DEBT SERVICE	\$0	\$0	\$0	\$0	\$0
TRANSFERS OUT	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$785,054	\$1,629,084	\$1,960,000	\$833,776	\$0

2014 Certificate of Obligation Series

**CITY OF BASTROP
DEBT SCHEDULES**

	General Obligation Series 2005 - \$2,445,000 Maturity Date 2/1/2025 Interest Rate 3.67%			General Obligation Series 2006 - \$345,000 Maturity Date 2/1/2026 Interest Rate 4.24%		
Payment Date	Principal	Interest	Total	Principal	Interest	Total
02/01/2018	\$ 135,000	\$ 22,663	\$ 157,663	\$ 20,000	\$ 4,240	\$ 24,240
08/01/2018		\$ 20,185	\$ 20,185		\$ 3,816	\$ 3,816
02/01/2019	\$ 140,000	\$ 20,185	\$ 160,185	\$ 20,000	\$ 3,816	\$ 23,816
08/01/2019		\$ 17,616	\$ 17,616		\$ 3,392	\$ 3,392
02/01/2020	\$ 145,000	\$ 17,616	\$ 162,616	\$ 20,000	\$ 3,392	\$ 23,392
08/01/2020		\$ 14,956	\$ 14,956		\$ 2,968	\$ 2,968
02/01/2021	\$ 150,000	\$ 14,956	\$ 164,956	\$ 20,000	\$ 2,968	\$ 22,968
08/01/2021		\$ 12,203	\$ 12,203		\$ 2,544	\$ 2,544
02/01/2022	\$ 155,000	\$ 12,203	\$ 167,203	\$ 20,000	\$ 2,544	\$ 22,544
08/01/2022		\$ 9,359	\$ 9,359		\$ 2,120	\$ 2,120
02/01/2023	\$ 165,000	\$ 9,359	\$ 174,359	\$ 25,000	\$ 2,120	\$ 27,120
08/01/2023		\$ 6,331	\$ 6,331		\$ 1,590	\$ 1,590
02/01/2024	\$ 170,000	\$ 6,331	\$ 176,331	\$ 25,000	\$ 1,590	\$ 26,590
08/01/2024		\$ 3,212	\$ 3,212		\$ 1,060	\$ 1,060
02/01/2025	\$ 175,000	\$ 3,212	\$ 178,212	\$ 25,000	\$ 1,060	\$ 26,060
08/01/2025					\$ 530	\$ 530
02/01/2026				\$ 25,000	\$ 530	\$ 25,530
08/01/2026						
02/01/2027						
08/01/2027						
02/01/2028						
08/01/2028						
02/01/2029						
08/01/2029						
02/01/2030						
08/01/2030						
02/01/2031						
08/01/2031						
02/01/2032						
08/01/2032						
02/01/2033						
08/01/2033						
02/01/2034						
08/01/2034						
TOTAL	\$ 1,235,000	\$ 190,387	\$ 1,425,387	\$ 200,000	\$ 40,280	\$ 240,280

Issue Date:
Rate of Interest:

12/06/2005
3.67%

Issue Date:
Rate of Interest:

12/21/2006
4.24%

**CITY OF BASTROP
DEBT SCHEDULES**

Payment Date	Certificate of Obligation Series 2006 - \$725,000 Maturity Date 2/1/2026 Interest Rate 4.19%			General Obligation Series 2007 - \$1,220,000 Maturity Date 2/1/2027 Interest Rate 4.08%		
	Principal	Interest	Total	Principal	Interest	Total
02/01/2018	\$ 25,000	\$ 5,971	\$ 30,971	\$ 60,000	\$ 15,402	\$ 75,402
08/01/2018		\$ 5,447	\$ 5,447		\$ 14,178	\$ 14,178
02/01/2019	\$ 30,000	\$ 5,447	\$ 35,447	\$ 65,000	\$ 14,178	\$ 79,178
08/01/2019		\$ 4,819	\$ 4,819		\$ 12,852	\$ 12,852
02/01/2020	\$ 30,000	\$ 4,819	\$ 34,819	\$ 70,000	\$ 12,852	\$ 82,852
08/01/2020		\$ 4,190	\$ 4,190		\$ 11,424	\$ 11,424
02/01/2021	\$ 30,000	\$ 4,190	\$ 34,190	\$ 70,000	\$ 11,424	\$ 81,424
08/01/2021		\$ 3,562	\$ 3,562		\$ 9,996	\$ 9,996
02/01/2022	\$ 30,000	\$ 3,562	\$ 33,562	\$ 75,000	\$ 9,996	\$ 84,996
08/01/2022		\$ 2,933	\$ 2,933		\$ 8,466	\$ 8,466
02/01/2023	\$ 35,000	\$ 2,933	\$ 37,933	\$ 75,000	\$ 8,466	\$ 83,466
08/01/2023		\$ 2,200	\$ 2,200		\$ 6,936	\$ 6,936
02/01/2024	\$ 35,000	\$ 2,200	\$ 37,200	\$ 80,000	\$ 6,936	\$ 86,936
08/01/2024		\$ 1,467	\$ 1,467		\$ 5,304	\$ 5,304
02/01/2025	\$ 35,000	\$ 1,467	\$ 36,467	\$ 85,000	\$ 5,304	\$ 90,304
08/01/2025		\$ 733	\$ 733		\$ 3,570	\$ 3,570
02/01/2026	\$ 35,000	\$ 733	\$ 35,733	\$ 85,000	\$ 3,570	\$ 88,570
08/01/2026					\$ 1,836	\$ 1,836
02/01/2027				\$ 90,000	\$ 1,836	\$ 91,836
08/01/2027						
02/01/2028						
08/01/2028						
02/01/2029						
08/01/2029						
02/01/2030						
08/01/2030						
02/01/2031						
08/01/2031						
02/01/2032						
08/01/2032						
02/01/2033						
08/01/2033						
02/01/2034						
08/01/2034						
TOTAL	\$ 285,000	\$ 56,670	\$ 341,670	\$ 755,000	\$ 164,526	\$ 919,526

Issue Date:
Rate of Interest:

12/21/2006
4.19%

Issue Date:
Rate of Interest:

06/13/2007
4.08%

**CITY OF BASTROP
DEBT SCHEDULES**

	Certificate of Obligation Series 2007 - \$2,320,000 Maturity Date 2/1/2027 Interest Rate 4.04%			Certificate of Obligation Series 2008 - \$1,195,000 Maturity Date 8/1/2018 Interest Rate 3.87%		
Payment Date	Principal	Interest	Total	Principal	Interest	Total
02/01/2018	\$ 120,000	\$ 29,088	\$ 149,088		\$ 1,161	\$ 1,161
08/01/2018		\$ 26,664	\$ 26,664	\$ 60,000	\$ 1,161	\$ 61,161
02/01/2019	\$ 125,000	\$ 26,664	\$ 151,664			\$ -
08/01/2019		\$ 24,139	\$ 24,139			\$ -
02/01/2020	\$ 130,000	\$ 24,139	\$ 154,139			\$ -
08/01/2020		\$ 21,513	\$ 21,513			\$ -
02/01/2021	\$ 135,000	\$ 21,513	\$ 156,513			\$ -
08/01/2021		\$ 18,786	\$ 18,786			\$ -
02/01/2022	\$ 140,000	\$ 18,786	\$ 158,786			\$ -
08/01/2022		\$ 15,958	\$ 15,958			\$ -
02/01/2023	\$ 145,000	\$ 15,958	\$ 160,958			\$ -
08/01/2023		\$ 13,029	\$ 13,029			\$ -
02/01/2024	\$ 150,000	\$ 13,029	\$ 163,029			\$ -
08/01/2024		\$ 9,999	\$ 9,999			\$ -
02/01/2025	\$ 160,000	\$ 9,999	\$ 169,999			\$ -
08/01/2025		\$ 6,767	\$ 6,767			\$ -
02/01/2026	\$ 165,000	\$ 6,767	\$ 171,767			\$ -
08/01/2026		\$ 3,434	\$ 3,434			\$ -
02/01/2027	\$ 170,000	\$ 3,434	\$ 173,434			\$ -
08/01/2027						\$ -
02/01/2028						\$ -
08/01/2028						\$ -
02/01/2029						\$ -
08/01/2029						\$ -
02/01/2030						\$ -
08/01/2030						\$ -
02/01/2031						\$ -
08/01/2031						\$ -
02/01/2032						\$ -
08/01/2032						\$ -
02/01/2033						\$ -
08/01/2033						\$ -
02/01/2034						\$ -
08/01/2034						\$ -
TOTAL	\$ 1,440,000	\$ 309,666	\$ 1,749,666	\$ 60,000	\$ 2,322	\$ 62,322

Issue Date: 06/13/2007
Rate of Interest: 4.04%

Issue Date: 03/25/2008
Rate of Interest: 3.87%

**CITY OF BASTROP
DEBT SCHEDULES**

	Certificate of Obligation Series 2010 - \$7,400,000 Maturity Date 8/1/2022 Interest Rate 3.5-4.25%			General Obligation Refunding Series 2010 - \$2,560,000 Maturity Date 8/15/2024 Interest Rate 3.0-4.0%		
Payment Date	Principal	Interest	Total	Principal	Interest	Total
02/01/2018		\$ 34,234	\$ 34,234		\$ 25,409	\$ 25,409
08/01/2018	\$ 335,000	\$ 34,234	\$ 369,234	\$ 185,000	\$ 25,409	\$ 210,409
02/01/2019		\$ 28,372	\$ 28,372		\$ 22,634	\$ 22,634
08/01/2019	\$ 355,000	\$ 28,372	\$ 383,372	\$ 190,000	\$ 22,634	\$ 212,634
02/01/2020		\$ 22,159	\$ 22,159		\$ 19,546	\$ 19,546
08/01/2020	\$ 360,000	\$ 22,159	\$ 382,159	\$ 195,000	\$ 19,546	\$ 214,546
02/01/2021		\$ 15,859	\$ 15,859		\$ 16,231	\$ 16,231
08/01/2021	\$ 425,000	\$ 15,859	\$ 440,859	\$ 200,000	\$ 16,231	\$ 216,231
02/01/2022		\$ 8,156	\$ 8,156		\$ 12,606	\$ 12,606
08/01/2022	\$ 450,000	\$ 8,156	\$ 458,156	\$ 210,000	\$ 12,606	\$ 222,606
02/01/2023		\$ -	\$ -		\$ 8,800	\$ 8,800
08/01/2023		\$ -	\$ -	\$ 215,000	\$ 8,800	\$ 223,800
02/01/2024		\$ -	\$ -		\$ 4,500	\$ 4,500
08/01/2024		\$ -	\$ -	\$ 225,000	\$ 4,500	\$ 229,500
02/01/2025		\$ -	\$ -			
08/01/2025		\$ -	\$ -			
02/01/2026		\$ -	\$ -			
08/01/2026		\$ -	\$ -			
02/01/2027		\$ -	\$ -			
08/01/2027		\$ -	\$ -			
02/01/2028		\$ -	\$ -			
08/01/2028		\$ -	\$ -			
02/01/2029		\$ -	\$ -			
08/01/2029		\$ -	\$ -			
02/01/2030						
08/01/2030						
02/01/2031						
08/01/2031						
02/01/2032						
08/01/2032						
02/01/2033						
08/01/2033						
02/01/2034						
08/01/2034						
TOTAL	\$ 1,925,000	\$ 217,563	\$ 2,142,563	\$ 1,420,000	\$ 219,453	\$ 1,639,453

Issue Date:
Rate of Interest:

02/10/2010
3.5 - 4.25%

Issue Date:
Rate of Interest:

07/14/2010
2 - 4%

**CITY OF BASTROP
DEBT SCHEDULES**

Payment Date	General Obligation Refunding Series 2011 - \$4,260,000 Maturity Date 8/1/2022 Interest Rate 3.5-4.0%			General Obligation Refunding Series 2012 - \$2,015,000 Maturity Date 8/1/2024 Interest Rate 2.0-3.0%		
	Principal	Interest	Total	Principal	Interest	Total
02/01/2018		\$ 31,125	\$ 31,125		\$ 22,300	\$ 22,300
08/01/2018	\$ 370,000	\$ 31,125	\$ 401,125	\$ 205,000	\$ 22,300	\$ 227,300
02/01/2019		\$ 25,575	\$ 25,575		\$ 20,250	\$ 20,250
08/01/2019	\$ 385,000	\$ 25,575	\$ 410,575	\$ 210,000	\$ 20,250	\$ 230,250
02/01/2020		\$ 19,800	\$ 19,800		\$ 17,100	\$ 17,100
08/01/2020	\$ 395,000	\$ 19,800	\$ 414,800	\$ 215,000	\$ 17,100	\$ 232,100
02/01/2021		\$ 11,900	\$ 11,900		\$ 13,875	\$ 13,875
08/01/2021	\$ 415,000	\$ 11,900	\$ 426,900	\$ 220,000	\$ 13,875	\$ 233,875
02/01/2022		\$ 3,600	\$ 3,600		\$ 10,575	\$ 10,575
08/01/2022	\$ 180,000	\$ 3,600	\$ 183,600	\$ 230,000	\$ 10,575	\$ 240,575
02/01/2023		\$ -	\$ -		\$ 7,125	\$ 7,125
08/01/2023	\$ -	\$ -	\$ -	\$ 230,000	\$ 7,125	\$ 237,125
02/01/2024		\$ -	\$ -		\$ 3,675	\$ 3,675
08/01/2024	\$ -	\$ -	\$ -	\$ 245,000	\$ 3,675	\$ 248,675
02/01/2025						
08/01/2025						
02/01/2026						
08/01/2026						
02/01/2027						
08/01/2027						
02/01/2028						
08/01/2028						
02/01/2029						
08/01/2029						
02/01/2030						
08/01/2030						
02/01/2031						
08/01/2031						
02/01/2032						
08/01/2032						
02/01/2033						
08/01/2033						
02/01/2034						
08/01/2034						
TOTAL	\$ 1,745,000	\$ 184,000	\$ 1,929,000	\$ 1,555,000	\$ 189,800	\$ 1,744,800

Issue Date:
Rate of Interest:

07/12/2011
2 - 4%

Issue Date:
Rate of Interest:

03/14/2012
2 - 3%

**CITY OF BASTROP
DEBT SCHEDULES**

		Certificate of Obligation Series 2012 - \$4,300,000 Maturity Date 8/1/2032 Interest Rate 2.0-4.0%			Certificate of Obligation Series 2013 - \$11,000,000 Maturity Date 8/1/2033 Interest Rate 3.0-4.25%		
Payment Date	Principal	Interest	Total	Principal	Interest	Total	
02/01/2018		\$ 56,400	\$ 56,400		\$ 199,450	\$ 199,450	
08/01/2018	\$ 200,000	\$ 56,400	\$ 256,400	\$ 295,000	\$ 199,450	\$ 494,450	
02/01/2019		\$ 54,400	\$ 54,400		\$ 195,025	\$ 195,025	
08/01/2019	\$ 185,000	\$ 54,400	\$ 239,400	\$ 315,000	\$ 195,025	\$ 510,025	
02/01/2020		\$ 51,625	\$ 51,625		\$ 188,725	\$ 188,725	
08/01/2020	\$ 195,000	\$ 51,625	\$ 246,625	\$ 325,000	\$ 188,725	\$ 513,725	
02/01/2021		\$ 48,700	\$ 48,700		\$ 182,225	\$ 182,225	
08/01/2021	\$ 200,000	\$ 48,700	\$ 248,700	\$ 325,000	\$ 182,225	\$ 507,225	
02/01/2022		\$ 45,700	\$ 45,700		\$ 175,725	\$ 175,725	
08/01/2022	\$ 210,000	\$ 45,700	\$ 255,700	\$ 510,000	\$ 175,725	\$ 685,725	
02/01/2023		\$ 42,550	\$ 42,550		\$ 165,525	\$ 165,525	
08/01/2023	\$ 215,000	\$ 42,550	\$ 257,550	\$ 535,000	\$ 165,525	\$ 700,525	
02/01/2024		\$ 39,325	\$ 39,325		\$ 157,500	\$ 157,500	
08/01/2024	\$ 220,000	\$ 39,325	\$ 259,325	\$ 555,000	\$ 157,500	\$ 712,500	
02/01/2025		\$ 36,025	\$ 36,025		\$ 149,175	\$ 149,175	
08/01/2025	\$ 235,000	\$ 36,025	\$ 271,025	\$ 610,000	\$ 149,175	\$ 759,175	
02/01/2026		\$ 32,500	\$ 32,500		\$ 136,975	\$ 136,975	
08/01/2026	\$ 245,000	\$ 32,500	\$ 277,500	\$ 630,000	\$ 136,975	\$ 766,975	
02/01/2027		\$ 28,825	\$ 28,825		\$ 124,375	\$ 124,375	
08/01/2027	\$ 250,000	\$ 28,825	\$ 278,825	\$ 685,000	\$ 124,375	\$ 809,375	
02/01/2028		\$ 25,075	\$ 25,075		\$ 110,675	\$ 110,675	
08/01/2028	\$ 260,000	\$ 25,075	\$ 285,075	\$ 790,000	\$ 110,675	\$ 900,675	
02/01/2029		\$ 21,175	\$ 21,175		\$ 94,875	\$ 94,875	
08/01/2029	\$ 265,000	\$ 21,175	\$ 286,175	\$ 845,000	\$ 94,875	\$ 939,875	
02/01/2030		\$ 17,200	\$ 17,200		\$ 77,975	\$ 77,975	
08/01/2030	\$ 270,000	\$ 17,200	\$ 287,200	\$ 890,000	\$ 77,975	\$ 967,975	
02/01/2031		\$ 11,800	\$ 11,800		\$ 60,175	\$ 60,175	
08/01/2031	\$ 290,000	\$ 11,800	\$ 301,800	\$ 930,000	\$ 60,175	\$ 990,175	
02/01/2032		\$ 6,000	\$ 6,000		\$ 41,575	\$ 41,575	
08/01/2032	\$ 300,000	\$ 6,000	\$ 306,000	\$ 970,000	\$ 41,575	\$ 1,011,575	
02/01/2033			\$ -		\$ 21,569	\$ 21,569	
08/01/2033			\$ -	\$ 1,015,000	\$ 21,569	\$ 1,036,569	
02/01/2034							
08/01/2034							
TOTAL	\$ 3,540,000	\$ 1,034,600	\$ 4,574,600	\$ 10,225,000	\$ 4,163,088	\$ 14,388,088	

Issue Date:
Rate of Interest:

03/14/2012
2 - 4%

Issue Date:
Rate of Interest:

11/12/2013
3-4.25%

**CITY OF BASTROP
DEBT SCHEDULES**

	Certificate of Obligation Series 2014 - \$7,000,000 Maturity Date 8/1/2034 Interest Rate 2.0-3.5%			General Obligation Refunding Series 2014 - \$2,275,000 Maturity Date 8/1/2031 Interest Rate 2.0-4.0%		
Payment Date	Principal	Interest	Total	Principal	Interest	Total
02/01/2018		\$ 87,188	\$ 87,188		\$ 42,225	\$ 42,225
08/01/2018	\$ 285,000	\$ 87,188	\$ 372,188	\$ 50,000	\$ 42,225	\$ 92,225
02/01/2019		\$ 84,338	\$ 84,338		\$ 41,725	\$ 41,725
08/01/2019	\$ 290,000	\$ 84,338	\$ 374,338	\$ 110,000	\$ 41,725	\$ 151,725
02/01/2020		\$ 81,438	\$ 81,438		\$ 40,625	\$ 40,625
08/01/2020	\$ 300,000	\$ 81,438	\$ 381,438	\$ 110,000	\$ 40,625	\$ 150,625
02/01/2021		\$ 78,438	\$ 78,438		\$ 39,525	\$ 39,525
08/01/2021	\$ 310,000	\$ 78,438	\$ 388,438	\$ 115,000	\$ 39,525	\$ 154,525
02/01/2022		\$ 75,338	\$ 75,338		\$ 37,800	\$ 37,800
08/01/2022	\$ 320,000	\$ 75,338	\$ 395,338	\$ 120,000	\$ 37,800	\$ 157,800
02/01/2023		\$ 72,138	\$ 72,138		\$ 35,400	\$ 35,400
08/01/2023	\$ 330,000	\$ 72,138	\$ 402,138	\$ 125,000	\$ 35,400	\$ 160,400
02/01/2024		\$ 68,425	\$ 68,425		\$ 32,900	\$ 32,900
08/01/2024	\$ 340,000	\$ 68,425	\$ 408,425	\$ 135,000	\$ 32,900	\$ 167,900
02/01/2025		\$ 64,388	\$ 64,388		\$ 30,200	\$ 30,200
08/01/2025	\$ 350,000	\$ 64,388	\$ 414,388	\$ 140,000	\$ 30,200	\$ 170,200
02/01/2026		\$ 59,794	\$ 59,794		\$ 27,400	\$ 27,400
08/01/2026	\$ 360,000	\$ 59,794	\$ 419,794	\$ 140,000	\$ 27,400	\$ 167,400
02/01/2027		\$ 54,394	\$ 54,394		\$ 24,600	\$ 24,600
08/01/2027	\$ 370,000	\$ 54,394	\$ 424,394	\$ 155,000	\$ 24,600	\$ 179,600
02/01/2028		\$ 48,844	\$ 48,844		\$ 21,500	\$ 21,500
08/01/2028	\$ 380,000	\$ 48,844	\$ 428,844	\$ 155,000	\$ 21,500	\$ 176,500
02/01/2029		\$ 43,144	\$ 43,144		\$ 18,400	\$ 18,400
08/01/2029	\$ 390,000	\$ 43,144	\$ 433,144	\$ 110,000	\$ 18,400	\$ 128,400
02/01/2030		\$ 37,294	\$ 37,294		\$ 16,200	\$ 16,200
08/01/2030	\$ 405,000	\$ 37,294	\$ 442,294	\$ 470,000	\$ 16,200	\$ 486,200
02/01/2031		\$ 30,713	\$ 30,713		\$ 6,800	\$ 6,800
08/01/2031	\$ 420,000	\$ 30,713	\$ 450,713	\$ 340,000	\$ 6,800	\$ 346,800
02/01/2032		\$ 23,625	\$ 23,625			\$ -
08/01/2032	\$ 435,000	\$ 23,625	\$ 458,625			\$ -
02/01/2033		\$ 16,013	\$ 16,013			\$ -
08/01/2033	\$ 450,000	\$ 16,013	\$ 466,013			\$ -
02/01/2034		\$ 8,138	\$ 8,138			\$ -
08/01/2034	\$ 465,000	\$ 8,138	\$ 473,138			\$ -
TOTAL	\$ 6,200,000	\$ 1,867,288	\$ 8,067,288	\$ 2,275,000	\$ 830,600	\$ 3,105,600

Issue Date:
Rate of Interest:

05/15/2014
2-3.5%

Issue Date:
Rate of Interest:

05/15/2014
2-4%

**CITY OF BASTROP
DEBT SCHEDULES**

Payment Date	General Obligation Refunding Series 2016 - \$2,525,000 Maturity Date 8/1/2028 Interest Rate 2.0-4.0%			General Obligation Refunding Series 2017 - \$3,745,000 Maturity Date 8/1/2029 Interest Rate 3.0-4.0%		
	Principal	Interest	Total	Principal	Interest	Total
02/01/2018		\$ 37,650	\$ 37,650		\$ 74,250	\$ 74,250
08/01/2018	\$ 190,000	\$ 37,650	\$ 227,650	\$ 25,000	\$ 74,250	\$ 99,250
02/01/2019		\$ 35,750	\$ 35,750		\$ 73,875	\$ 73,875
08/01/2019	\$ 195,000	\$ 35,750	\$ 230,750	\$ 25,000	\$ 73,875	\$ 98,875
02/01/2020		\$ 33,800	\$ 33,800		\$ 73,500	\$ 73,500
08/01/2020	\$ 205,000	\$ 33,800	\$ 238,800	\$ 25,000	\$ 73,500	\$ 98,500
02/01/2021		\$ 31,750	\$ 31,750		\$ 73,125	\$ 73,125
08/01/2021	\$ 210,000	\$ 31,750	\$ 241,750	\$ 30,000	\$ 73,125	\$ 103,125
02/01/2022		\$ 28,600	\$ 28,600		\$ 72,675	\$ 72,675
08/01/2022	\$ 215,000	\$ 28,600	\$ 243,600	\$ 25,000	\$ 72,675	\$ 97,675
02/01/2023		\$ 25,375	\$ 25,375		\$ 72,300	\$ 72,300
08/01/2023	\$ 230,000	\$ 25,375	\$ 255,375	\$ 455,000	\$ 72,300	\$ 527,300
02/01/2024		\$ 21,925	\$ 21,925		\$ 63,200	\$ 63,200
08/01/2024	\$ 230,000	\$ 21,925	\$ 251,925	\$ 475,000	\$ 63,200	\$ 538,200
02/01/2025		\$ 18,475	\$ 18,475		\$ 53,700	\$ 53,700
08/01/2025	\$ 250,000	\$ 18,475	\$ 268,475	\$ 495,000	\$ 53,700	\$ 548,700
02/01/2026		\$ 14,725	\$ 14,725		\$ 43,800	\$ 43,800
08/01/2026	\$ 255,000	\$ 14,725	\$ 269,725	\$ 520,000	\$ 43,800	\$ 563,800
02/01/2027		\$ 10,900	\$ 10,900		\$ 33,400	\$ 33,400
08/01/2027	\$ 265,000	\$ 10,900	\$ 275,900	\$ 545,000	\$ 33,400	\$ 578,400
02/01/2028		\$ 5,600	\$ 5,600		\$ 22,500	\$ 22,500
08/01/2028	\$ 280,000	\$ 5,600	\$ 285,600	\$ 570,000	\$ 22,500	\$ 592,500
02/01/2029			\$ -		\$ 11,100	\$ 11,100
08/01/2029			\$ -	\$ 555,000	\$ 11,100	\$ 566,100
02/01/2030			\$ -			\$ -
08/01/2030			\$ -			\$ -
02/01/2031			\$ -			\$ -
08/01/2031			\$ -			\$ -
02/01/2032			\$ -			\$ -
08/01/2032			\$ -			\$ -
02/01/2033			\$ -			\$ -
08/01/2033			\$ -			\$ -
02/01/2034			\$ -			\$ -
08/01/2034			\$ -			\$ -
TOTAL	\$ 2,525,000	\$ 529,100	\$ 3,054,100	\$ 3,745,000	\$ 1,334,850	\$ 5,079,850

Issue Date:
Rate of Interest:

05/26/2014
2-4%

Issue Date:
Rate of Interest:

03/02/2017
3-4%



Riverwood Low Water Crossing



Other Funds

Other Funds

Bastrop Economic Development Corporation . . .	291
Designated Fund #102	293
Fairview Cemetery Operating Fund #525	294
Fairview Cemetery Permanent Fund #526	295
Grant Fund #801	296
Hunters Crossing Public Improvement District . . .	297
Impact Fee Fund	298
Library Board Fund #505	299
Park/Trail Land Dedication Fund #520	300
Vehicle/Equipment Replacement Fund #380 . . .	301



BASTROPTX
Heart of the Lost Pines
Est. 1832

This page is intentionally left blank.

Fund Description

The mission of the Economic Development Corporation is to enhance the quality of life in the City of Bastrop, by providing appropriate infrastructure and by promoting and assisting the kind of economic development in our community which will provide the people of Bastrop meaningful and rewarding employment opportunities and greater access to desirable goods and services.



CITY OF BASTROP					
FUND	DEPARTMENT		DIVISION		
601 BASTROP E.D.C. FUND	00 NON-DEPARTMENT		00 NON-DIVISION		
SUMMARY					
CATEGORIES	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	PROPOSED 2019	PLANNING 2020
SALES TAX	\$2,218,616	\$2,209,500	\$2,374,000	\$2,445,220	\$2,518,577
CHARGES FOR SERVICES	\$13,800	\$13,800	\$13,800	\$13,800	\$13,800
OTHER INCOME	\$0	\$0	\$0	\$0	\$0
INTEREST INCOME	\$35,733	\$25,000	\$56,000	\$54,000	\$51,000
MISCELLANEOUS INCOME	\$0	\$215,622	\$0	\$715,000	\$30,000
TRANSFER IN	\$0	\$0	\$0	\$0	\$0
OTHER SOURCES	\$0	\$1,245,000	\$1,200,000	\$0	\$0
TOTAL REVENUE	\$2,268,149	\$3,708,922	\$3,643,800	\$3,228,020	\$2,613,377

Bastrop EDC

FY 2019 Fund Summary & Personnel Schedule



CITY OF BASTROP		
FUND	DEPARTMENT	DIVISION
601 BASTROP E.D.C. FUND	00 NON-DEPARTMENT	00 NON-DIVISION

SUMMARY					
CATEGORIES	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	PROPOSED 2019	PLANNING 2020
PERSONNEL COSTS	\$327,343	\$346,433	\$300,101	\$359,379	\$379,479
SUPPLIES AND MATERIALS	\$15,826	\$15,860	\$11,560	\$23,360	\$24,510
MAINTENANCE AND REPAIRS	\$3,742	\$24,600	\$23,200	\$25,533	\$29,210
OCCUPANCY	\$48,070	\$48,480	\$49,600	\$123,405	\$143,130
CONTRACTUAL SERVICES	\$246,975	\$251,500	\$360,250	\$898,050	\$237,280
OTHER CHARGES	\$588,424	\$838,612	\$720,977	\$1,002,264	\$762,033
CONTINGENCY	\$0	\$25,000	\$0	\$25,000	\$25,000
CAPITAL OUTLAY	\$82,383	\$3,209,500	\$50,000	\$1,786,218	\$0
DEBT SERVICE	\$628,808	\$318,373	\$243,600	\$462,828	\$455,267
TOTAL EXPENDITURES	\$1,941,571	\$5,078,358	\$1,759,288	\$4,706,037	\$2,055,909

PERSONNEL SCHEDULE					
POSITION TITLE	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	APPROVED 2019	PLANNING 2020
DIRECTOR	1.000	1.000	1.000	1.000	1.000
ASSISTANT DIRECTOR	1.000	1.000	1.000	1.000	1.000
OFFICE ASSISTANT	1.000	1.000	1.000	1.000	1.000
PROJ MGR/ECO DEV COORD	1.000	1.000	1.000	1.000	1.000
TOTAL FTEs	4.000	4.000	4.000	4.000	4.000

Bastrop EDC

Fund Description

The Designated Fund contains revenue generated from fees collected for specific uses. Fees include Traffic Safety (Red Light Camera Fees), Court Technology, Court Security, Juvenile Diversion (Case Manager), Public Education & Government (PEG), Police Seizure, and Police Donations. **There is \$311,000 in Red Light Camera Funds designed for Sidewalk Connectivity to improve pedestrian safety.**



CITY OF BASTROP					
FUND	DEPARTMENT	DIVISION			
102 DESIGNATED FUND	00 NON-DEPARTMENT	00 NON-DIVISION			
SUMMARY					
CATEGORIES	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	PROPOSED 2019	PLANNING 2020
FRANCHISE AND OTHER TAXES	\$22,674	\$23,000	\$22,400	\$23,000	\$23,690
CHARGES FOR SERVICES	\$2,099	\$1,950	\$2,901	\$1,900	\$1,900
FINES AND FORFEITURES	\$17,682	\$16,500	\$13,925	\$14,500	\$14,500
OTHER REVENUE	\$0	\$0	\$0	\$0	\$0
INTEREST INCOME	\$6,587	\$5,000	\$8,550	\$8,000	\$6,000
INTERGOVERNMENTAL	\$5,721	\$0	\$13,381	\$0	\$0
MISCELLANEOUS INCOME	\$0	\$0	\$0	\$0	\$0
OTHER	\$17,457	\$1,000	\$33,267	\$10,700	\$1,000
TOTAL REVENUE	\$72,220	\$47,450	\$94,424	\$58,100	\$47,090
SUPPLIES AND MATERIALS	\$0	\$0	\$0	\$0	\$0
CONTRACTUAL SERVICES	\$37,025	\$485,000	\$45,000	\$435,000	\$0
OTHER CHARGES	\$11,794	\$87,000	\$50,818	\$42,450	\$6,000
CAPITAL OUTLAY	\$7,766	\$40,000	\$0	\$57,700	\$0
TRANSFER OUT	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$56,585	\$612,000	\$95,818	\$535,150	\$6,000

Designated Fund #102

Fund Description

Fairview Cemetery #525 is used for the operations of the cemetery. This fund collects all fees associated with plot sales and the expenses associated with the perpetual care and upkeep of plots and graves in the cemetery.



CITY OF BASTROP					
FUND	DEPARTMENT		DIVISION		
525 FAIRVIEW CEMETERY-OPERAT	00 NON-DEPARTMENT		00 NON-DIVISION		
SUMMARY					
CATEGORIES	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	PROPOSED 2019	PLANNING 2020
INTEREST INCOME	\$1,998	\$2,000	\$2,500	\$2,700	\$3,000
MISCELLANEOUS INCOME	\$87,446	\$87,700	\$103,700	\$101,600	\$101,600
TRANSFERS IN	\$0	\$1,000	\$4,650	\$4,700	\$4,900
TOTAL REVENUE	\$89,444	\$90,700	\$110,850	\$109,000	\$109,500
PERSONNEL COSTS	\$44,884	\$46,797	\$46,197	\$48,640	\$50,901
SUPPLIES AND MATERIALS	\$2,831	\$8,700	\$7,900	\$8,400	\$8,700
MAINTENANCE AND REPAIRS	\$4,138	\$15,000	\$3,100	\$9,300	\$9,400
OCCUPANCY	\$2,720	\$2,880	\$2,600	\$2,600	\$2,600
CONTRACTUAL SERVICES	\$16,229	\$46,800	\$41,615	\$19,640	\$22,710
OTHER CHARGES	\$1,897	\$1,000	\$1,200	\$1,200	\$1,200
CONTINGENCY	\$0	\$0	\$0	\$3,000	\$3,000
CAPITAL OUTLAY	\$6,825	\$10,000	\$10,880	\$0	\$0
TOTAL EXPENDITURES	\$79,524	\$131,177	\$113,492	\$92,780	\$98,511
PERSONNEL SCHEDULE					
POSITION TITLE	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	APPROVED 2019	PLANNING 2020
GROUNDKEEPER	1.000	1.000	1.000	1.000	1.000
TOTAL FTEs	1.000	1.000	1.000	1.000	1.000

Fairview Cemetery #525

Fund Description

Fairview Cemetery #526 is used to report resources that are legally restricted to the extent that only earnings, not principal, may be used for purposes that support the cemetery operating fund.



CITY OF BASTROP					
FUND	DEPARTMENT		DIVISION		
526 FAIRVIEW CEMETERY- PERMANENT	00 NON-DEPARTMENT		00 NON-DIVISION		
SUMMARY					
CATEGORIES	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	PROPOSED 2019	PLANNING 2020
INTEREST INCOME	\$1,123	\$1,000	\$4,700	\$4,700	\$4,800
TOTAL REVENUE	\$1,123	\$1,000	\$4,700	\$4,700	\$4,800
TRANSFER OUT	\$0	\$1,000	\$4,700	\$4,700	\$4,800
TOTAL EXPENDITURES	\$0	\$1,000	\$4,700	\$4,700	\$4,800

Fairview Cemetery #526

Fund Description

The Grant Fund is used to account for grants received from local, state and federal agencies for capital projects and the application of the funds in accordance with stated requirements.



CITY OF BASTROP					
FUND	DEPARTMENT		DIVISION		
801 GRANT FUND	00 NON-DEPARTMENT		00 NON-DIVISION		
SUMMARY					
CATEGORIES	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	PROPOSED 2019	PLANNING 2020
INTEREST INCOME	\$0	\$0	\$0	\$0	\$0
INTERGOVERNMENTAL	\$489,310	\$0	\$1,054,400	\$187,500	\$0
MISCELLANEOUS INCOME	\$0	\$0	\$0	\$1,229,076	\$0
TRANSFERS IN	\$0	\$0	\$0	\$0	\$0
TOTAL REVENUE	\$489,310	\$0	\$1,054,400	\$1,416,576	\$0
SUPPLIES AND MATERIALS	\$0	\$0	\$0	\$0	\$0
MAINTENANCE AND REPAIRS	\$3,288	\$0	\$0	\$0	\$0
CONTRACTUAL SERVICES	\$32,234	\$0	\$0	\$117,076	\$0
CAPITAL OUTLAY	\$453,788	\$0	\$1,054,400	\$1,299,500	\$0
TRANSFERS OUT	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$489,310	\$0	\$1,054,400	\$1,416,576	\$0

Grant Fund #801

Fund Description

The Hunters Crossing PID Fund was established as a Public Improvement District under Chapter 372, Texas Local Government Code, to fund public infrastructure improvements within the Hunter's Crossing Improvement District. This fund collects the assessments approved by the City Council of the City of Bastrop and paid for by the property owners within the District. The assessments fund the expenses associated with maintaining the assets of the District and reimbursing the developer annually from the capital portion of the assessment.



CITY OF BASTROP					
FUND	DEPARTMENT		DIVISION		
710 HUNTERS CROSSING PID	00 NON-DEPARTMENT		00 NON-DIVISION		
SUMMARY					
CATEGORIES	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	PROPOSED 2019	PLANNING 2020
TAXES AND PENALTIES	\$400,730	\$377,037	\$375,561	\$439,666	\$451,598
CHARGES FOR SERVICES	\$0	\$0	\$0	\$0	\$0
INTEREST INCOME	\$2,124	\$2,200	\$1,130	\$1,000	\$1,000
TOTAL REVENUE	\$402,854	\$379,237	\$376,691	\$440,666	\$452,598
MAINTENANCE/REPAIRS	\$161,581	\$82,750	\$81,657	\$80,470	\$80,500
CONTRACTUAL SERVICES	\$43,881	\$9,500	\$57,132	\$32,250	\$7,250
OTHER CHARGES	\$285,727	\$323,500	\$323,500	\$0	\$0
CONTINGENCY	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$491,189	\$415,750	\$462,289	\$112,720	\$87,750

Hunters Crossing PID

Fund Description

The Impact Fee Funds were established under Chapter 395, Texas Local Government Code, to finance water and wastewater capital improvements required by new development.



CITY OF BASTROP					
FUND	DEPARTMENT		DIVISION		
IMPACT FEE FUNDS (303, 304, 305 & 306)	00 NON-DEPARTMENT		00 NON-DIVISION		
SUMMARY					
CATEGORIES	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	PROPOSED 2019	PLANNING 2020
WATER REVENUES	\$400,945	\$283,014	\$223,681	\$135,300	\$0
WASTEWATER CIF	\$645,162	\$602,926	\$280,756	\$355,400	\$0
INTEREST INCOME	\$10,743	\$13,500	\$20,500	\$18,900	\$0
MISCELLANEOUS INCOME	\$0	\$0	\$0	\$0	\$0
TRANSFERS IN	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY	\$0	\$0	\$0	\$0	\$0
TOTAL REVENUE	\$1,056,850	\$899,440	\$524,937	\$509,600	\$0
WATER CIP PROJECTS					
CONTRACTUAL SERVICES	\$2,662				
CAPITAL OUTLAY	\$171,256	\$70,500	\$317,600	\$124,050	\$0
TRANSFERS OUT	\$169,141	\$355,593	\$275,853	\$240,661	\$182,975
TOTAL WATER CIP EXPENDITURES	\$343,059	\$426,093	\$593,453	\$364,711	\$182,975
WASTEWATER CIP PROJECTS					
CONTRACTUAL SERVICES	\$2,662	\$0	\$0	\$0	\$0
CAPITAL OUTLAY	\$64,227	\$0	\$0	\$62,500	\$0
TRANSFERS OUT	\$169,141	\$629,164	\$291,521	\$415,578	\$384,399
TOTAL WASTEWATER CIP EXPENDITURES	\$236,030	\$629,164	\$291,521	\$478,078	\$384,399

Impact Fee Fund

Fund Description

The Library Board Fund is used to account for the application of any gifts and donations received for the benefit of the Library.



CITY OF BASTROP					
FUND	DEPARTMENT		DIVISION		
505 LIBRARY BOARD FUND	00 NON-DEPARTMENT		00 NON-DIVISION		
SUMMARY					
CATEGORIES	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	PROPOSED 2019	PLANNING 2020
INTEREST INCOME	\$284	\$150	\$500	\$550	\$600
MISCELLANEOUS INCOME	\$32,637	\$20,000	\$30,000	\$20,000	\$20,000
TRANSFERS IN	\$0	\$0	\$0	\$0	\$0
TOTAL REVENUE	\$32,921	\$20,150	\$30,500	\$20,550	\$20,600
PERSONNEL COSTS	\$0	\$0	\$0	\$0	\$0
SUPPLIES AND MATERIALS	\$18,950	\$16,815	\$20,000	\$17,275	\$17,600
MAINTENANCE AND REPAIRS	\$0	\$0	\$2,110	\$200	\$200
CONTRACTUAL SERVICES	\$2,895	\$500	\$550	\$500	\$500
OTHER CHARGES	\$0	\$0	\$400	\$500	\$500
CAPITAL OUTLAY	\$0	\$0	\$0	\$0	\$0
TRANSFERS OUT	\$3,028	\$2,461	\$2,800	\$3,000	\$3,000
TOTAL EXPENDITURES	\$24,873	\$19,776	\$25,860	\$21,475	\$21,800

Library Board Fund #505

Fund Description

The Park / Trail Land Dedication is used to account for receipts and disbursement of funds received designated for special improvement projects related to City parks and trails.



CITY OF BASTROP					
FUND	DEPARTMENT		DIVISION		
520 PARK/TRAIL LAND DEDICAT	00 NON-DEPARTMENT		00 NON-DIVISION		
SUMMARY					
CATEGORIES	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	PROPOSED 2019	PLANNING 2020
CHARGES FOR SERVICES	\$0	\$1,365	\$0	\$0	\$0
INTEREST INCOME	\$661	\$500	\$0	\$500	\$0
MISCELLANEOUS INCOME	\$0	\$0	\$0	\$102,291	\$0
TOTAL REVENUE	\$661	\$1,865	\$0	\$102,791	\$0
MAINTENANCE/REPAIRS	\$0	\$0	\$0	\$0	\$0
CONTINGENCY	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY	\$119,162	\$0	\$0	\$107,977	\$0
TOTAL EXPENDITURES	\$119,162	\$0	\$0	\$107,977	\$0

Park/Trail Land Dedication Fund #520

Fund Description

The Vehicle and Equipment Replacement Fund has been established to account for activities related to vehicle and equipment replacement services provided to other departments within the City on a cost-reimbursement basis.



CITY OF BASTROP					
FUND	DEPARTMENT		DIVISION		
380 VEHICLE AND EQUIP REPL FUND	00 NON-DEPARTMENT		00 NON-DIVISION		
SUMMARY					
CATEGORIES	ACTUAL 2017	BUDGET 2018	ESTIMATE 2018	PROPOSED 2019	PLANNING 2020
CHARGES FOR SERVICES	\$263,676	\$403,871	\$403,871	\$311,563	\$310,504
INTEREST INCOME	\$11,988	\$10,000	\$15,000	\$15,500	\$16,000
TRANSFERS IN	\$112,500	\$137,500	\$137,500	\$254,500	\$0
OTHER SOURCES	\$7,810	\$10,000	\$41,030	\$30,000	\$30,000
TOTAL REVENUE	\$395,974	\$561,371	\$597,401	\$611,563	\$356,504
SUPPLIES AND MATERIALS	\$0	\$0	\$0	\$0	\$0
MAINTENANCE AND REPAIRS	\$0	\$0	\$0	\$0	\$0
OTHER CHARGES	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY	\$707,987	\$375,276	\$377,465	\$400,764	\$184,438
TOTAL EXPENDITURES	\$707,987	\$375,276	\$377,465	\$400,764	\$184,438

Vehicle/Equipt. Replacement Fund



BASTROPTX
Heart of the Lost Pines
Est. 1832

This page is intentionally left blank.



Kayakers enjoying the Colorado River



Reference

Reference

Annual Budget Adoption Ordinance . . .	305
Annual Tax Rate Ordinance	306
Boards & Commissions	307
Detailed Employee Listing	309
Financial Policies	313
Operating Reserves	323
Utility Rates	325



BASTROPTX
Heart of the Lost Pines
Est. 1832

This page is intentionally left blank.

Annual Budget Ordinance

(Will be attached and published in final budget)



Annual Tax Rate Ordinance

(Will be attached and published in final budget)



Boards & Commissions



BASTROP ART IN PUBLIC PLACES (BAIPP) expands the enjoyment, access, and appreciation of art in Bastrop, as well as assists the Bastrop City Council in developing guidelines and standards for the selection, display, acquisition, and maintenance of public art in the City.

FAIRVIEW CEMETERY ADVISORY BOARD serves as a policy advisory board to the City Council recommending rules and policies concerning the use, care, control, management, restriction, and protection of Fairview Cemetery.

CONSTRUCTION STANDARDS BOARD OF ADJUSTMENTS AND APPEALS hears any appeals of decisions and interpretations of the Building Official and considers variances of the technical codes.

BASTROP ECONOMIC DEVELOPMENT CORPORATION serves as a catalyst for community development and economic opportunity that enhances the competitiveness of Bastrop and increases property values, sales tax revenue, job opportunities, and quality of life.

ETHICS COMMISSION ensures the implementation and enforcement of the City's Code of Ethics.

HISTORIC LANDMARK COMMISSION is empowered to adopt criteria for Council recommendation that protects, enhances, and perpetuates the sites, landmarks or districts of historical and cultural importance and significance. The City represents a unique confluence of time and place that has shaped the identity of generations of citizens, collectively and individually, and produced significant historic, architectural, and cultural resources that constitute Bastrop's heritage.

BASTROP HOUSING AUTHORITY strives to improve the community by working for better housing and to improve the living standards of the community's low-income families.

HUNTERS CROSSING LOCAL GOVERNMENT CORPORATION BOARD was organized for the purpose of aiding, assisting, and acting on behalf of the City of Bastrop, TX to implement the City-approved Service Plan for the Hunters Crossing Public Improvement District and to perform such other functions as the City from time to time lawfully may delegate to the Corporation.

LIBRARY BOARD makes recommendations regarding present and future needs of the library such as materials, policy and fees, and hears appeals or challenges to library rules, policies, fines, or acquisitions of library materials.

MAIN STREET ADVISORY BOARD serves to foster a vision for Bastrop's future that will establish goals and priorities for the Bastrop Main Street Program and foster revitalization of the Main Street Program Area, coordinate activities of the Program's standing and special committees, and recommend projects and activities to Council and the Bastrop Economic Development

Corporation Board of Directors that are directly beneficial to achievement of economic vitality of the Program Area.

PARKS BOARD/PUBLIC TREE ADVISORY BOARD has two purposes. As the Park Board, this body provides recommendations on plans and programs designed to assist the Parks and Recreation Department in maintaining and improving the City parks and providing recreation programs for the general welfare of the people of the City. As the Public Tree Advisory Board, this body promotes the protection of healthy trees on public property, maintains the City's designation as Tree City USA, coordinates and promotes Arbor Day activities, and develops public awareness and education programs relating to trees in the city community.

PLANNING & ZONING COMMISSION promotes economic and community development and neighborhood preservation through the review, study, and consideration of zoning issues relative to state and local laws. Examples include recommendations to Council regarding zoning requests by individuals or developers and any updates to current zoning ordinances.

YOUTH ADVISORY COUNCIL (YAC) promotes the interest and receives input from the youth in the community, researches what other communities are doing to involve the youth in the development of the community and promotes the involvement of YAC to other communities.

ZONING BOARD OF ADJUSTMENTS hears appeals from administrative decisions regarding zoning, and in appropriate cases, subject to appropriate conditions and safeguards, may authorize variances from the terms of City of Bastrop Zoning Ordinance.



Detailed Employee Listing



Position	Department	FY 2017 Actual	FY 2018 Actual	FY 2019 Proposed
City Manager	Administration	1.000	1.000	1.000
Executive Assistant/Deputy City Secretary	Administration	1.000	1.000	1.000
Receptionist/Office Assistant	Administration	0.625	0.625	1.250
Community/Council Liaison	Administration	0.000	0.000	1.000
City Secretary	City Secretary	1.000	1.000	1.000
Assistant Finance Director	Finance	1.000	1.000	1.000
Chief Financial Officer	Finance	1.000	1.000	1.000
Finance Specialist I	Finance	1.000	1.000	1.000
Finance Specialist II	Finance	2.000	2.000	2.000
Customer Service Coordinator	Finance	0.000	0.000	1.000
Customer Service Specialist II	Finance	3.000	3.000	2.000
Customer Service Supervisor	Finance	1.000	1.000	1.000
Director	Human Resources	1.000	1.000	1.000
Executive Administrative Assistant	Human Resources	0.625	0.625	0.625
Director	IT	1.000	1.000	1.000
System Administrator	IT	0.500	1.000	1.000
Chief Story Teller	Filming/Broadcasting	0.500	1.000	0.000
Temporary Assistant Chief Story Teller	Filming/Broadcasting	0.000	0.475	0.000
Administrative Assistant	Police	1.000	1.000	1.000
Administrative Officer	Police	1.000	1.000	1.000
Assistant Police Chief	Police	1.000	1.000	1.000
Director of Public Safety	Police	1.000	1.000	1.000
Records Clerk	Police	0.500	0.500	1.000
Records Technician	Police	1.000	1.000	1.000
Code Compliance/Animal Control Officer	Police	1.000	1.000	1.000
Police Detective	Police	2.000	3.000	3.000
Corporal	Police	2.000	2.000	0.000
Police Officer	Police	4.000	4.000	4.000
Police Officer I	Police	2.000	2.000	2.000
Senior Officer	Police	5.000	4.000	6.000
Sergeant	Police	3.000	3.000	5.000
Senior Officer	Police	1.000	1.000	1.000
Fire Chief	Fire	1.000	1.000	1.000
Firefighter	Fire	4.200	4.200	6.300
Court Administrator	Municipal Court	1.000	1.000	1.000

Position	Department	FY 2017 Actual	FY 2018 Actual	FY 2019 Proposed
Court Clerk/Juvenile Cases	Municipal Court	1.000	1.000	1.000
Court Clerk/Trial Coordinator	Municipal Court	1.000	1.000	1.000
Judge	Municipal Court	1.000	1.000	1.000
Court VOE Clerk	Municipal Court	0.250	0.250	0.250
Assistant Planning Director	Development Services	0.000	1.000	1.000
Planner	Development Services	0.000	1.000	2.000
Planning Director	Development Services	1.000	1.000	1.000
Planning Technician	Development Services	1.000	1.000	1.000
Project Coordinator	Development Services	1.000	0.000	0.000
Building Inspector	Development Services	0.000	0.000	1.000
Building Official	Development Services	1.000	1.000	1.000
City Engineer (50%)	Development Services	1.000	0.500	0.500
GIS/Permit Specialist	Development Services	1.000	1.000	1.000
Assistant Public Works Director	Public Works	0.000	0.500	0.250
Director of Public Works/Utilities/Leisure Services	Public Works	0.250	0.250	0.250
Mechanic	Public Works	1.000	1.000	1.000
Public Works Technician	Public Works	0.500	0.500	0.375
Equipment Operator I	Public Works	3.000	3.000	3.000
Equipment Operator II	Public Works	2.000	3.000	3.000
Public Works Crew Leader	Public Works	1.000	1.000	1.000
Public Works Maintenance Worker II	Public Works	2.000	2.000	2.000
Utility Field Superintendent	Public Works	0.500	0.750	1.000
Recreation Coordinator	Public Works	1.000	0.000	0.000
Assistant Public Works Director	Public Works	0.000	0.000	0.250
Athletic Field Maintenance Technician	Public Works	0.000	1.000	1.000
Director of Public Works/Utilities/Leisure Services	Public Works	0.250	0.250	0.250
Equipment Operator I	Public Works	0.000	1.000	1.000
Facilities Maintenance Worker II	Public Works	0.000	1.000	1.000
Maintenance Specialist	Public Works	1.000	1.000	1.000
Parks & Recreation Superintendent	Public Works	1.000	1.000	1.000
Parks Crew Leader	Public Works	1.000	1.000	1.000
Parks Maintenance Worker II	Public Works	9.000	5.000	5.000
Public Works Technician	Public Works	0.500	0.500	0.375
Seasonal Employees	Public Works	0.200	0.200	0.200
Custodian	Public Works	3.000	3.000	3.000
Custodian Crew Leader	Public Works	1.000	1.000	1.000
Library Associate Supervisor	Library	1.000	1.000	1.000
Library Associate II/Circulations	Library	1.800	1.800	1.000
Library Associate II/Administrative Services	Library	0.000	1.000	1.000
Library Associate I/Childrens Services	Library	0.000	1.000	1.000
Library Associate II/Communications		0.000	0.000	0.800
Library Associate II/Web & Graphics	Library	1.000	1.000	1.000
Library Clerk - VOE	Library	1.000	1.000	1.000

Position	Department	FY 2017 Actual	FY 2018 Actual	FY 2019 Proposed
Library Director	Library	1.000	1.000	1.000
Supervisor of Public Service	Library	1.000	1.000	1.000
Young Adult Librarian	Library	1.000	1.000	1.000
Assistant Public Works Director	Water/Wastewater	0.000	0.500	0.500
City Engineer (50%)	Water/Wastewater	0.000	0.500	0.500
Director of Public Works/Utilities/Leisure Services	Water/Wastewater	0.500	0.500	0.500
Public Works Technician	Water/Wastewater	0.000	0.000	0.250
Special Programs Coordinator	Water/Wastewater	1.000	1.000	1.000
Foreman	Water/Wastewater	1.000	1.000	1.000
Utility Field Superintendent	Water/Wastewater	0.500	0.250	0.000
W/WW Systems Technician	Water/Wastewater	6.000	6.000	6.000
W/WW Systems Technician Crew Leader	Water/Wastewater	1.000	1.000	1.000
Chief Plant Operator	Water/Wastewater	0.500	0.500	0.500
W/WW Plant Operator C	Water/Wastewater	1.500	2.000	2.000
W/WW Plant Operator	Water/Wastewater	1.500	1.000	1.000
W/WW Superintendent/Production	Water/Wastewater	0.500	0.500	0.500
Chief Plant Operator	Water/Wastewater	0.500	0.500	0.500
W/WW Plant Operator C	Water/Wastewater	1.500	1.000	1.000
W/WW Plant Operator	Water/Wastewater	1.500	1.000	1.000
W/WW Superintendent/Treatment	Water/Wastewater	0.500	0.500	0.500
Director	BP&L	1.000	1.000	1.000
Electric Superintendent	BP&L	1.000	1.000	1.000
Executive Administrative Assistant	BP&L	1.000	1.000	1.000
Foreman	BP&L	1.000	1.000	1.000
Lineman Apprentice	BP&L	1.000	1.000	1.000
Lineman Trainee	BP&L	1.000	1.000	1.000
Lineworker - Journeyman	BP&L	3.000	3.000	3.000
Chief Story Teller & Resident Artist	Multi-Media	0.000	0.000	1.000
Digital Media Manager	Multi-Media	0.000	0.000	1.000
Downtown & Hospitality Director	Multi-Media	0.000	0.000	0.150
Temporary Assistant Chief Storyteller	Multi-Media	0.000	0.000	0.475
Downtown & Hospitality Director	Special Events & Reservations	0.000	0.000	0.100
Recreation Coordinator	Special Events & Reservations	0.000	0.000	0.667
Convention Center Director	Hospitality & Downtown	1.000	1.000	1.000
Facility Attendant/Hospitality & Downtown Ambassador	Hospitality & Downtown	2.000	2.000	2.000
Maintenance Supervisor	Hospitality & Downtown	1.000	1.000	1.000
Recreation Coordinator	Hospitality & Downtown	0.000	1.000	0.333
Administrative Assistant	Hospitality & Downtown	1.000	1.000	1.000
Assistant Director	Hospitality & Downtown	0.000	0.000	1.000
Chief Story Teller	Hospitality & Downtown	0.000	0.000	0.000
Downtown & Hospitality Director	Hospitality & Downtown	1.000	1.000	0.750
Groundskeeper	Cemetery	1.000	1.000	1.000

Position	Department	FY 2017 Actual	FY 2018 Actual	FY 2019 Proposed
Director	BEDC	1.000	1.000	1.000
Assistant Director	BEDC	1.000	1.000	1.000
Office Assistant	BEDC	0.625	1.000	1.000
Project Manager/Economic Development Coordinator	BEDC	1.000	1.000	1.000
Total Authorized Positions		130.825	135.675	145.900



Financial policies provide guidelines for managing risk and assisting the City in complying with established public management best practices, while ensuring compliance with federal, state and local laws and reporting requirements.



Financial Policy

Table of Contents

- I. Purpose Statement**
- II. Accounting, Auditing and Financial Reporting**
 - A. Accounting
 - B. Funds
 - C. External Auditing
 - D. External Auditors Responsible to City Council
 - E. External Auditors Rotation
 - F. External Financial Reporting
- III. Internal Controls**
 - A. Written Procedures
 - B. Internal Audit
 - C. Department Managers Responsible
- IV. Operating Budget**
 - A. Preparation
 - B. Balanced Budgets
 - C. Planning
 - D. Reporting
 - E. Control
 - F. Performance Measures and Productivity Indicators
- V. Capital Budget**
 - A. Preparation
 - B. Appropriation
 - C. Control
 - D. Alternate Resources
 - E. Debt Financing
 - F. Reporting
- VI. Revenue Management**
 - A. Simplicity
 - B. Certainty
 - C. Equity
 - D. Administration
 - E. Revenue Adequacy
 - F. Cost/Benefit of Abatement
 - G. Diversification and Stability
 - H. Non-Recurring Revenues
 - I. Property Tax Revenues
 - J. User-Based Fees
 - K. General and Administrative Charges
- L. Utility Rates**
- M. Interest Income**
- O. Revenue Monitoring**
- VII. Expenditure Control**
 - A. Appropriations
 - B. Vacancy Savings and Contingency Account
 - C. Contingency Account Expenditures
 - D. Central Control
 - E. Purchasing Control
 - F. Professional Services
 - G. Prompt Payment
- VIII. Asset Management**
 - A. Investments
 - B. Cash Management
 - C. Investment Performance
 - D. Fixed Assets and Inventory
- IX. Financial Condition and Reserves**
 - A. No Operating Deficits
 - B. Operating Reserves
 - C. Risk Management Program
 - D. Loss Financing
 - E. Enterprise Fund Self-Sufficiency
 - F. Hotel Occupancy Tax Fund
- X. Debt Management**
 - A. Self-Supporting Debt
 - B. Analysis of Financing Alternatives
 - C. Voter Authorization
 - D. Bond Debt
 - E. IRS Compliance
- XI. Staffing and Training**
 - A. Adequate Staffing
 - B. Training
- XII. Grants Financial Management**
 - A. Grant Solicitation
 - B. Responsibility
- XIII. Annual Review and Reporting**
 - A. Annual Review
 - B. Reporting

I. Purpose Statement

The overriding goal of the Financial Management Policies is to enable the city to achieve a long-term stable and positive financial condition while conducting its operations consistent with the Council-Manager form of government established in the City Charter. The watchwords of the city's financial management include integrity, prudent stewardship, planning, accountability, and full disclosure.

The purpose of the Financial Management Policies is to provide guidelines for the financial management staff in planning and directing the city's day-to-day financial affairs and in developing recommendations to the City Manager.

The scope of the policies spans accounting, auditing, financial reporting, internal controls, operating and capital budgeting, revenue management, cash management, expenditure control and debt management.

II. Accounting, Auditing, And Financial Reporting

A. Accounting – The City of Bastrop finances shall be accounted for in accordance with generally accepted accounting principles as established by the Governmental Accounting Standards Board. The fiscal year of the City shall begin on October first of each calendar year and shall end on September thirtieth of the following calendar year. This fiscal year shall also be established as the accounting and budget year. Governmental fund types use the modified accrual basis of accounting, revenues are recognized when susceptible to accrue (i.e., when they are measurable and available. Expenditures are recognized when the related funds liability is incurred, if measurable, except for principle and interest on general long-term debt, which are recorded when due.

Proprietary fund types are accounted for on a full accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred

B. Funds – Self-balancing groups of accounts are used to account for city financial transactions in accordance with generally accepted accounting principles. Each fund is created for a specific purpose except for the General Fund, which is used to account for all transactions not accounted for in other funds. Governmental funds are used to account for the government's general government activities and include the General, Special Revenue, Debt Service and Capital Project funds.

C. External Auditing – The city will be audited annually by outside independent auditors. The auditors must be a CPA firm of national reputation and must demonstrate that they have the breadth and depth of staff to conduct the city's audit in accordance with generally accepted auditing standards, generally accepted government auditing standards, and contractual requirements. The auditors' report on the city's financial statements including any federal grant single audits will be completed within 120 days of the city's fiscal year end, and the auditors' management letter will be presented to the city staff within 150 days after the city's fiscal year end. An interim management letter will be issued prior to this date if any materially significant internal control weaknesses are discovered. The city staff and auditors will jointly review the management letter with the City Council within 60 days of its receipt by the staff.

D. External Auditors Responsible to City Council - The external auditors are accountable to the City Council and will have access to direct communication with the City Council if the city staff is unresponsive to auditor recommendations or if the auditors consider such communication necessary to

fulfill their legal and professional responsibilities.

E. External Auditor Rotation – The city will not require external auditor rotation, but will circulate requests for proposal for audit services periodically, normally at five-year intervals or less.

F. External Financial Reporting – The city will prepare and publish a Comprehensive Annual Financial Report (CAFR). The CAFR will be prepared in accordance with generally accepted accounting principles and may be presented annually to the Government Finance Officers Association (GFOA) for evaluation and possibly awarding of the Certification of Achievement for Excellence in Financial Reporting. The CAFR will be published and presented to the City Council within 180 days after the end of the fiscal year. City staffing and auditor availability limitations may preclude such timely reporting. In such case, the Chief Financial Officer will inform the City Manager and the City Manager will inform the City Council of the delay and the reasons therefore.

III. Internal Controls

A. Written Policies & Procedures – The Finance Department is responsible for developing city-wide written policies & procedures on accounting, cash handling, and other financial matters. The Policies will be reviewed by the City Manager and approved by the City Council. The procedures will only need approval by the City Manager.

The Finance Department will assist department managers as needed in tailoring these written procedures to fit each department's requirements.

B. Internal Audit – The Finance Department may conduct reviews of the departments to determine if the departments are following the written procedures as they apply to the

departments.

Finance will also review the written policies and procedures on accounting, cash handling and other financial matters. Based on these reviews Finance will recommend internal control improvements as needed.

C. Department Managers Responsible – Each department manager is responsible to the City Manager to ensure that good internal controls are followed throughout his or her department, that all guidelines on accounting and internal controls are implemented, and that all independent and internal control recommendations are addressed.

IV. Operating Budget

A. Preparation – The city's "operating budget" is the city's annual financial operating plan. It consists of governmental and proprietary funds, including the general obligation debt service fund. The budget is prepared by the City Manager with the assistance of the Chief Financial Officer and cooperation of all city departments. The City Manager transmits the document to the City Council. The budget should be enacted by the City Council prior to the fiscal year beginning. The operating budget may be submitted to the GFOA annually for evaluation and possible awarding of the Award for Distinguished Budget Presentation.

B. Balanced Budgets – An operating budget will be balanced, with current revenues, inclusive of beginning resources, greater than or equal to current operating expenditures/expenses.

C. Planning – The budget process will begin with each Department Director submitting Expanded Level of Service (ELS) forms accompanied by a summary form ranking their requests by priority. The Chief Financial Officer will use the current budget as a base line and enter all ELS requests into the

accounting system. Meetings are scheduled with the City Manager, Chief Financial Officer and Department Directors, to review their draft budgets. A summary of this draft budget is presented to City Council by the City Manager, at a Budget workshop. There will be several more Council budget workshops as the City Manager and staff work through estimating revenue and making the necessary expense cuts to prepare a balanced budget for final approval.

D. Reporting – Periodic financial reports are available within INCODE to enable the department managers to manage their budgets and to enable the Finance Department to monitor and control the budget as approved by the City Council. Summary monthly financial reports will be presented to the City Council within 45 days after the end of each month, if council meetings do not interfere with reporting requirement. Such reports will include current year revenue and expenditure budgets and year-to-date actual figures for all major funds.

E. Control – Operating Expenditure Control is addressed in another section of the Policies.

F. Performance Measures – Where appropriate, performance measures and productivity indicators will be used as guidelines and reviewed for efficiency and effectiveness. This information will be included in the annual budgeting process.

V. Capital Budget

A. Preparation – The city's capital budget will be included in the city's operating budget. The capital budget will be prepared by the City Manager with assistance from the Finance Department and involvement of all required city departments.

B. Appropriation – An appropriation for a capital expenditure shall continue in force until the purpose for which it was made has

been accomplished or abandoned

C. Control – All capital project expenditures must be appropriated in the capital budget. Finance must certify the availability of resources so an appropriation can be made before a capital project contract is presented by the City Manager to the City Council for approval.

D. Alternate Resources – Where applicable, assessments, impact fees, or other user-based fees should be used to fund capital projects which have a primary benefit to certain property owners.

E. Debt Financing – Recognizing that debt is usually a more expensive financing method, alternative financing sources will be explored before debt is issued. When debt is issued, it will be used to acquire major assets with expected lives that equal or exceed the average life of the debt issue. The exceptions to this requirement are the traditional costs of marketing and issuing the debt, capitalized labor for design and construction of capital projects, and small component parts which are attached to major equipment purchases.

F. Reporting – Financial reports will be available to enable the department managers to manage their capital budgets and to enable the finance department to monitor the capital budget as authorized by the City Manager.

VI. Revenue Management

A. Simplicity – The city will strive to keep the revenue system simple which will result in a decrease of compliance costs for the taxpayer or service recipient and a corresponding decrease in avoidance to pay.

B. Certainty – An understanding of the revenue source increases the reliability of the revenue system. The city will try to understand its revenue sources and enact consistent collection policies so that

assurances can be provided that the revenue base will materialize according to budgets and plans.

C. Equity – The city will strive to maintain equity in the revenue system structure. It is recognized that public policy decisions may lead to subsidies in certain circumstances, e.g., Over 65 property tax exemptions.

D. Administration – The benefits of revenue will exceed the cost of producing the revenue. The cost of collection will be reviewed annually for cost effectiveness as a part of the indirect cost, and cost of services analysis.

E. Revenue Adequacy – The city will require that there be a balance in the revenue system. That is, the revenue base will have the characteristic of fairness and neutrality as it applies to cost of service, willingness to pay, and ability to pay.

F. Cost/Benefit of Abatement – The city will use due caution in the analysis of any tax, fee, or water and wastewater incentives that are used to encourage development. A cost/benefit (fiscal impact) analysis will be performed as a part of such analysis and presented to the appropriate entity considering using such incentive.

G. Diversification and Stability – In order to protect the government from fluctuations in revenue source due to fluctuations in the economy, and variations in weather (in the case of water and wastewater), a diversified revenue system will be sought.

H. Non-Recurring Revenues – One-time revenues will not be used for ongoing operations. Non-recurring revenues will be used only for non-recurring expenditures. Care will be taken not to use these revenues for budget balancing purposes.

I. Property Tax Revenues – Property shall be assessed at 100% of the fair market value

as appraised by the Bastrop Central Appraisal District. Reappraisal and reassessment shall be done regularly as required by State law. A 97% collection rate will serve as a minimum goal for tax collection, with the delinquency rate of 4% or less. The 97% rate is calculated by dividing total current year tax collections for a fiscal year by the total tax levy for the fiscal year.

All delinquent taxes will be aggressively pursued by being turned over to an attorney, and a penalty assessed to compensate the attorney as allowed by State law, and in accordance with the attorney's contract.

J. User-Based Fees – For services associated with a user fee or charge, the direct and indirect costs of that service will be offset by a fee where possible. There will be an annual review of fees and charges to ensure that fees provide adequate coverage of costs and services.

K. General and Administrative Charges – A method will be maintained whereby the General Fund can impose a charge to the enterprise/ proprietary funds for general and administrative services (indirect costs) performed on the funds' behalf. The details will be documented and said information will be maintained in the Finance Department.

L. Utility Rates – The city will strive to review utility rates annually and, if necessary, adopt new rates to generate revenues required to fully cover operating expenditures, meet the legal restrictions of all applicable bond covenants, and provide for an adequate level of working capital needs. This policy does not preclude drawing down cash balances to finance current operations. However, it is best that any extra cash balance be used instead to finance capital projects.

M. Interest Income – Interest earned from investment of available monies that are pooled will be distributed to the funds

monthly in accordance with the claim on cash balance of the fund from which monies were provided to be invested.

N. Revenue Monitoring – Revenues actually received will be regularly compared to budgeted revenues and variances will be investigated. This process will be summarized in the appropriate budget report.

VII. Expenditure Control

A. Appropriations – The level of budgetary control is the department level budget in all Funds. Transfers between expenditure accounts within a department may occur with the approval of the Chief Financial Officer. City Manager approval is required if transferring from a personnel or capital accounts within a department. When budget adjustments (i.e., amendments), are required between departments and/or funds, these must be approved by the City Council through an Ordinance

B. Vacancy Savings and Contingency Account – The General Fund Contingency Account will be budgeted at a minimal amount (\$35,000). The contingency account balance for expenditures may be increased quarterly by the amount of available vacancy savings.

C. Contingency Account Expenditures – The City Council must approve all contingency account expenditures over \$50,000. The City Manager must approve all other contingency account expenditures.

D. Central Control – Significant vacancy (salary) and capital budgetary savings in any department will be centrally controlled by the City Manager.

E. Purchasing Control – All purchases shall be made in accordance with the city's Purchasing Policy. Authorization levels for appropriations previously approved by the City Council are as follows: below Directors

\$1,000 (Directors can request to have this amount raised by submitting a written request to the Finance Department), for Directors up to \$9,999, for Chief Financial Officer up to \$14,999, and with any purchases exceeding \$15,000 to be approved by the City Manager.

F. Professional Services – Professional services will generally be processed through a request for proposals process, except for smaller contracts. The City Manager may execute any professional services contract less than \$50,000 provided there is an appropriation for such contract.

G. Prompt Payment – All invoices will be paid within 30 days of receipt in accordance with the prompt payment requirements of State law. Procedures will be used to take advantage of all purchase discounts where considered cost effective. However, payments will also be reasonably delayed in order to maximize the city's investable cash, where such delay does not violate the agreed upon terms.

VIII. Asset Management

A. Investments – The city's investment practices will be conducted in accordance with the City Council approved Investment Policies.

B. Cash Management – The timing and amount of cash needs and availability shall be systematically projected in order to maximize interest earnings from investments.

C. Investment Performance – A quarterly report on investment performance will be provided by the Chief Financial Officer to the City Council.

D. Fixed Assets and Inventory – These assets will be reasonably safeguarded properly accounted for, and prudently insured. The City will perform an annual inventory of all assets with a value greater

than \$1,000.

IX. Financial Condition and Reserves

A. No Operating Deficits – Current expenditures should be paid with current revenues. Deferrals, short-term loans, or one-time sources should be avoided as budget balancing technique. Reserves will be used only for emergencies on non-recurring expenditures, except when balances can be reduced because their levels exceed guideline minimums.

B. Operating Reserves – Failure to meet these standards will be disclosed to the City Council as soon as the situation is recognized and a plan to replenish the ending resources over a reasonable time frame shall be adopted.

1. The General Fund ending fund balance will be maintained at an amount up to three months' worth of estimated expenditures or at a level of 25% of budgeted operating expenditures.
2. The Enterprise/ Proprietary Funds will be maintained at a minimum level of 35% of budgeted operating expenditures.
3. Fund balances which exceed the minimum level established for each fund may be appropriated for non-recurring capital projects.

C. Risk Management Program – The city will aggressively pursue every opportunity to provide for the public's and city employees' safety and to manage its risks.

D. Loss Financing – All reasonable options will be investigated to finance losses. Such options may include risk transfer, insurance and risk retention. Where risk is retained, reserves will be established based on a calculation of incurred but not reported claims, and actuarial determinations and such reserves will not be used for any

purpose other than for financing losses.

E. Enterprise/ Proprietary Fund Self-Sufficiency – The city's enterprise funds' resources will be sufficient to fund operating and capital expenditures. The enterprise funds will pay (where applicable) their fair share of general and administrative expenses, in-lieu-of-property taxes and/or franchise fees. If an enterprise fund is temporarily unable to pay all expenses, then the City Council may waive general and administrative expenses, in-lieu-of-property taxes and/or franchise fees until the fund is able to pay them.

F. Hotel Occupancy Tax Fund – This fund has a long-term effect on the City's economy and the reserve level needs to be sufficient to allow the fund to operate if a down turn in the economy occurred. Sufficient level of reserves should be a minimum of one year of expenditures to allow the City to ensure continuity of the organizations promoting tourism. Policy makers will need to determine priorities and funding levels should the economic downturn be expected to exceed the current adopted budget plus one-year reserves.

X. Debt Management

A. Self-Supporting Debt – When appropriate, self-supporting revenues will pay debt service in lieu of tax revenues.

B. Analysis of Financing Alternatives – The city will explore all financing alternatives in addition to long-term debt including leasing, grants and other aid, developer contributions, impact fees, and use of reserves or current monies.

C. Voter Authorization – The city shall obtain voter authorization before issuing General Obligation Bonds as required by law. Voter authorization is not required for the issuance of Revenue Bonds and Certificates of Obligation. However, the city may elect to

obtain voter authorization for Revenue Bonds.

D. Bond Debt – The City of Bastrop will attempt to maintain base bond ratings of AA2(Moody’s Investors Service) and AA (Standard & Poor’s) on its general obligation debt. In an attempt to keep the debt service tax rate flat, retirement of debt principal will be structured to ensure constant annual debt payments when possible.

E. IRS Compliance – The City will have a written policy for monitoring compliance with IRS laws and regulations for tax exempt debt.

XI. Staffing and Training

Adequate Staffing – Staffing levels will be adequate for the fiscal functions of the city to function effectively. Overtime shall be used only to address temporary or seasonal demands that require excessive hours. Workload scheduling alternatives will be explored before adding staff.

Training – The city will support the continuing education efforts of all financial staff including the investment in time and materials for maintaining a current perspective concerning financial issues. Staff will be held accountable for communicating, teaching, and sharing with other staff members all information and training materials acquired from seminars, conferences, and related education efforts.

XII. Grants Financial Management

A. Grant Solicitation – The City Manager will be informed about available grants by the departments. The City Council will have final approval Over which grants are applied for. The grants should be cost beneficial and meet the city’s objectives.

B. Responsibility – Departments will oversee the day to day operations of grant programs, will monitor performance and compliance,

and will also keep the Finance Department informed of significant grant-related plans and activities. Finance Department staff members will serve as liaisons with grantor financial management personnel, will prepare invoices, and will keep the books of account for all grants.

XIII. Annual Review and Reporting

A. Annual Review - These Policies will be reviewed administratively by the City Manager at least annually, prior to preparation of the operating budget.

B. Reporting - The Chief Financial Officer will report annually to the City Manager on compliance with these policies.

Lynda K. Humble, City Manager

Tracy Waldron, CFO

History of Financial Policies:

Previously Approved 9/23/14
Previously Approved 10/25/16
Previously Approved 5/9/17



BASTROPTX
Heart of the Lost Pines
Est. 1832

This page is intentionally left blank.

Operating Reserves



General Fund

General Fund ending balance will be maintained at an amount up to three (3) months' worth of estimated expenditure or at a level of 25% of budgeted operating expenditures.

Hotel Occupancy Tax

The Hotel Occupancy Tax Fund is equal to one year of expenditures to all the City to ensure the continuity of the organizations promoting tourism.

Enterprise/Proprietary Funds

Enterprise Funds will be maintained at a minimum level of 35% of budgeted operating expenditures.





BASTROPTX
Heart of the Lost Pines
Est. 1832

This page is intentionally left blank.

Utility Rates



Solid Waste Charges

Effective 10/1/18

	Before 10/1/2018	After 10/1/2018
Residential	15.28	\$16.05
Additional Cart	5.52	\$5.25
Additional Recycling Bin	2.21	\$2.10

Bastrop Power & Light Service Charges

Effective 12/13/05

TYPE OF ACCOUNT	MONTHLY CUSTOMER CHARGE	WIRE CHARGE
Residential	\$10.00	\$0.0328 per KWH
Commercial	\$16.00	\$0.0326 per KWH
Key Accounts	\$16.00	\$0.0318 per KWH
Municipal	-	\$0.0048 per KWH

Generation Charge (same for all Types) - This rate, which may vary from month to month, is set by the City's Wholesale Power provider, and is passed directly through to the customer.

Wastewater Service Charges

Effective 10/1/2018

Minimum Charge	\$36.97*
Per 1,000 gallons:	
0-5,000	\$2.45
5,001-10,000	\$2.77
10,001-20,000	\$2.95
20,001-50,000	\$3.18
Over 50,000	\$3.47

***NOTE: MINIMUM CHARGE REPRESENTS A \$10.00 PER MONTH INCREASE IN MINIMUM CHARGE.**

Water Service Charges

Effective 11/1/2015

Residential & Commercial – Inside City Limits

Residential & Commercial – Outside City Limits

Meter Size	Minimum Charge	Meter Size	Minimum Charge
¾" (or smaller)	\$27.72	¾" (or smaller)	\$41.59
1"	\$47.13	1"	\$70.69
1 ½"	\$79.47	1 ½"	\$119.22
2"	\$118.28	2"	\$177.43
3"	\$221.78	3"	\$332.68
4"	\$255.07	4"	\$507.34
6"	\$661.68	6"	\$992.48
Per 1,000 gallons		Per 1,000 gallons	
0-3,000	\$2.85	0-3,000	\$4.13
3,001-5,000	\$3.04	3,001-5,000	\$4.42
5,001-10,000	\$3.22	5,001-10,000	\$4.70
10,001-20,000	\$3.42	10,001-20,000	\$4.98
20,001-50,000	\$3.69	20,001-50,000	\$5.39
Over 50,000	\$3.87	Over 50,000	\$5.66





Table on Main 2018



Statistical Data

Statistical Data

Statistical Data Summary329



BASTROPTX
Heart of the Lost Pines
Est. 1832

This page is intentionally left blank.

Statistical Data



Location

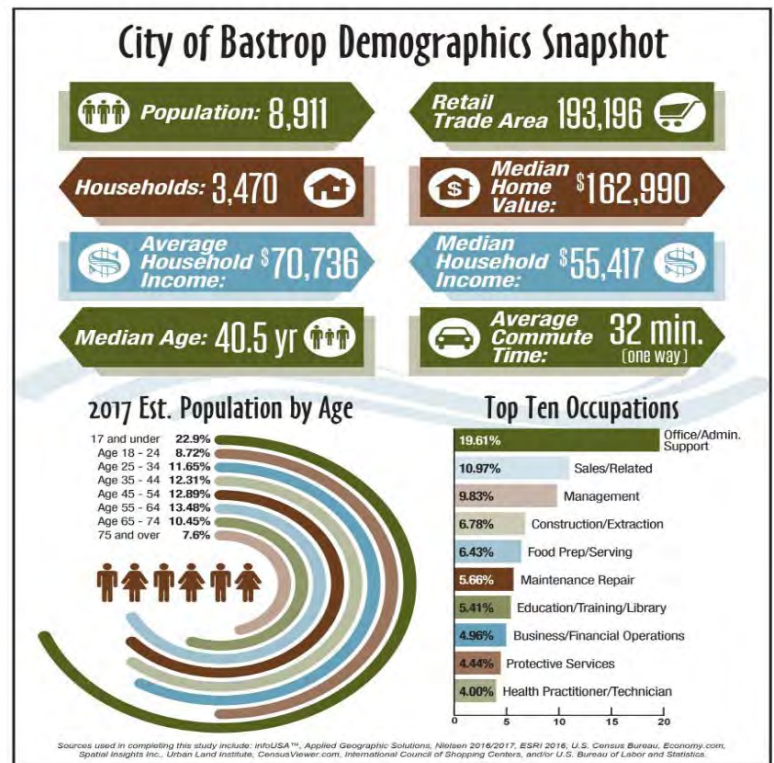
Just 30 minutes southeast of Austin via State Highway 71, Bastrop, Texas, is close to all the action, but worlds away from the congestion. It is centrally located in the heart of the Texas Triangle, offering easy access to Houston, San Antonio and Dallas/Fort Worth. Bastrop offers a cost-effective labor force of 72,000-plus within a 45-minute commute.

Bastrop is just 22 miles from Austin-Bergstrom International Airport, providing companies with convenient air transportation around the globe. Bastrop sits at the intersection of three major divided highways - SH 21, 71 and 95 - for outstanding regional connectivity, while the Union Pacific rail line is directly adjacent to the Bastrop Business and Industrial Park. Bastrop and its business park are served by the Highway 71 fiber corridor, with 1/10 Gigabit Ethernet fiber cable available at key locations.

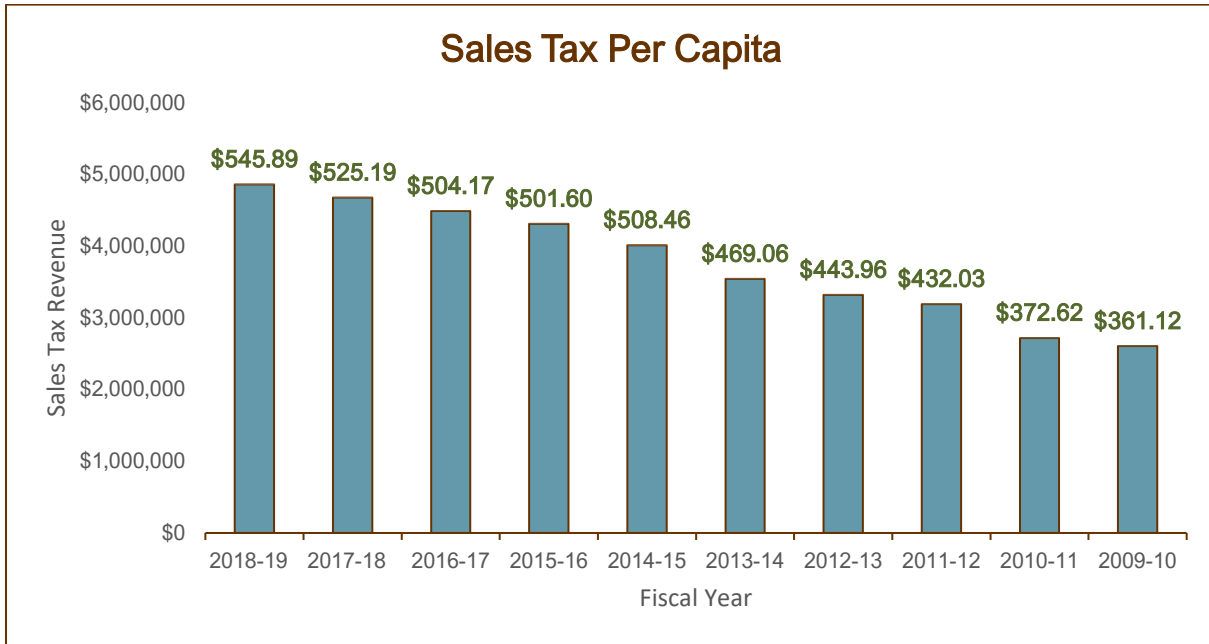


Demographic Snapshot

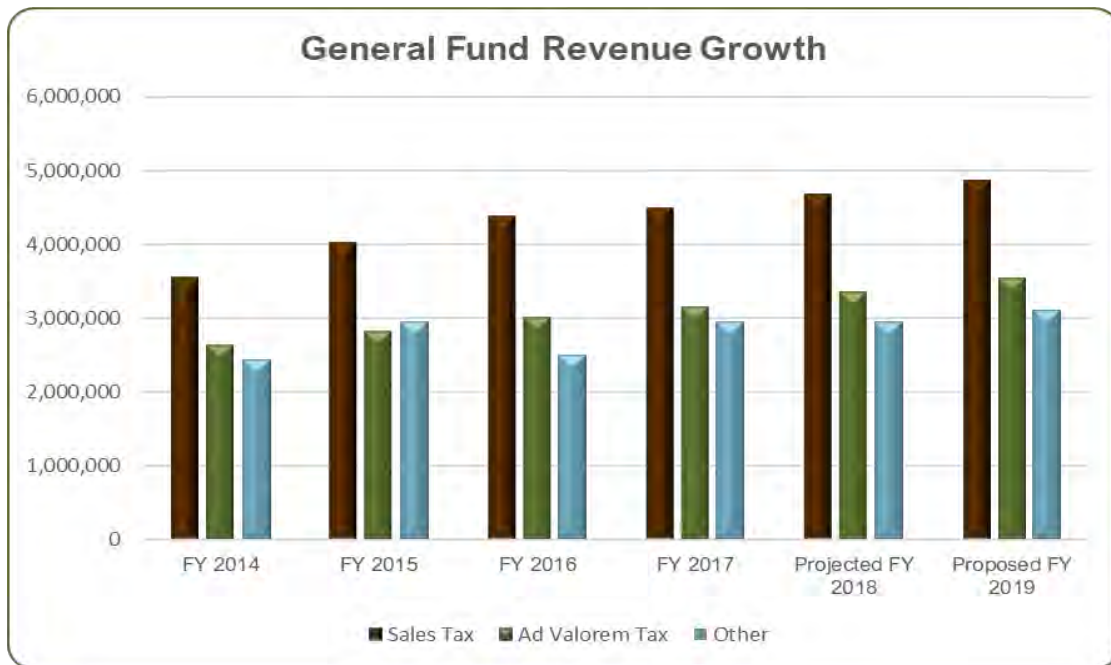
The City of Bastrop is 9.11 square miles, has a population of 8,911, and a median age of 40.5 years. There are 3,470 households with an average household income of \$70,736. The City enjoys a retail trade area of 9,600 square miles with over 193,000 people.



Sales Tax Per Capita



General Fund Revenue Growth



Top 10 City of Bastrop Employers & Property Tax Payers



The Bastrop Independent School District (BISD) is the largest employer in the City of Bastrop with 1,300 employees. BISD covers nearly 450 square miles and has a student enrollment over more than 11,000 students and serves the communities of Bastrop, Cedar Creek, Paige, Red Rock, and the vast rural areas of Bastrop County.

Burleson Crossing Shopping Centers is the largest property tax payer by more than double the value of the second largest property tax payer.

Top 10 City of Bastrop Employers	
Employer Name	Number of Employees
Bastrop Independent School District	1,300
Hyatt Recency Lost Pines Resort & Spa	675
Bastrop County	460
M.D. Anderson Cancer Center	430
H-E-B Food Store	400
Walmart	320
Bastrop Federal Correctional Institution	284
Buc-ee's	173
Bluebonnet Electric Cooperative	154
Southside Market & Barbecue	150

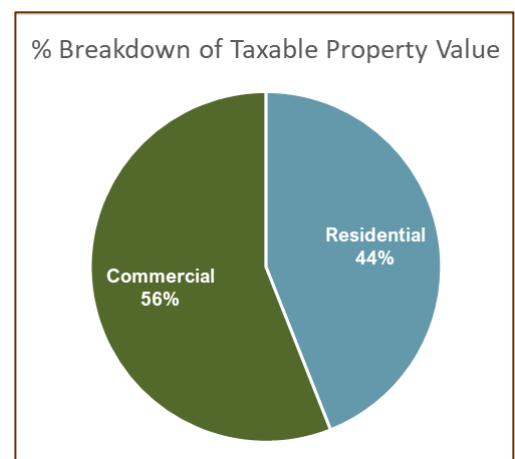
Top 10 City of Bastrop Property Tax Payers	
Taxpayer Name	Taxable Value
Burleson Crossing Shopping Centers	\$30,644,761
Covert Chevrolet-Oldsmobile	\$15,197,634
The Lodge at Lost Pines LLP	\$13,851,236
Bastrop Walnut Ridge LLC	\$12,477,573
Buc-ee's Ltd.	\$9,985,194
Time Warner Cable TX LLC	\$9,536,979
Wal-Mart Real Estate Trust	\$9,300,000\$
H E Butt Grocery Company	\$8,600,000
Lowe's Home Centers	\$7,300,000
First National Bank of Bastrop	\$6,738,154

Average Taxable Home Value

In 2018, the City of Bastrop experienced a 7.9% increase in average taxable home value. Average taxable home value in 2017 was \$180,487. In 2018, the average taxable home value is \$194,715.

Breakdown of Taxable Property Value

The City of Bastrop enjoys a good balance in the breakdown of taxable property values. Approximately 56% of the tax base is commercial and 44% is residential.





BASTROPTX
Heart of the Lost Pines
Est. 1832

This page is intentionally left blank.



Old Iron Bridge at Sunset



Acronyms / Glossary

Acronyms / Glossary

Commonly Used Acronyms	335
Glossary	337



BASTROPTX
Heart of the Lost Pines
Est. 1832

This page is intentionally left blank.

Acronyms



ADA American Disability Act
AMR Automatic Meter Reading
APPA American Public Power Association
ASE Automotive Service Excellence
BAIPP Bastrop Arts in Public Places
BCADBastrop Central Appraisal District
BISD Bastrop Independent School District
BRE Business Retention Expansion
BCWCIDBastrop County Water Control & Improvement District #2
CAD Computer Aided Dispatch
CAFR Comprehensive Annual Finance Report
CAMPO . Capital Area Metro Planning Organization
CAPCOG Capital Area Council of Governments
CCN Certificates of Convenience & Necessity
CDBG Community Development Block Grants
CJISCriminal Justice Information Services
CIP Capital Improvement Plan (Program)
CO Certificate of Obligation
COPCitizens on Patrol Program
DFIRM Digitized Flood Insurance Rate Maps
DMO Destination Marketing Organization
EOCEmergency Operations Center
EPA Environmental Protection Agency
ERCOT Electric Reliability Council of Texas
ESD Emergency Services District
EST Elevated Storage Tank
ETJ Extra-territorial Jurisdiction
FAA Federal Aviation Administration
FEMA Federal Emergency Management Agency
FERC Federal Energy Regulatory Commission
FSLA Fair Standard Labor Act
FTE Full Time Equivalent
GAAPGenerally Accepted Accounting Principles
GASB . Governmental Accounting Standards Board
GFOA Government Finance Officers Association
GIS Geographic Information System
GPSGlobal Positioning System
HEB H.E. Butt (Grocery)
HMAC Hot Mix Asphalt Concrete
HOT Hotel Occupancy Tax
HR Human Resources
HRIS Human Resources Information System
HVACHeating Ventilating and Air Conditioning

IAP Incident Action Plan
IRS Internal Revenue Service
ISF Internal Service Fund
ISO Insurance Services Office
IT Information Technology
IVR Interactive Voice Response
LCRA Lower Colorado River Authority
MSABMain Street Advisory Board
MOU Memorandum of Understanding
NIBBLES Nutrition in Back-Packs Before Littles Exit School) Program.
ORR Open Records Request
pCARDPurchasing Procurement Card
PCI Pavement Condition Index
PIO Public Information Officer
PID Public Improvement District
RFP Request for Proposal
RFQ Request for Qualifications
ROW Rights-of-Way
RMS Records Management System
SAN Storage Area Network
SCADA ... Supervisory Control and Data Acquisition
SOP Standard Operating Procedure
TAMIOTexas Association of Municipal Information Officers.
TATAOTexas Association of Telecommunications Officers and Advisors
TCEQ Texas Commission on Environmental Quality
TCLEOSE . Texas Commission of Law Enforcement Office Standards and Education
TDEM Texas Department of Emergency Management
TEEX Texas Engineering Extension Service
TML Texas Municipal League
TMRS Texas Municipal Retirement System
TLETS Texas Law Enforcement Telecom System
TXDOT Texas Department of Transportation
WTPWater Treatment Plant
WWTP Wastewater Treatment Plant
ZBA Zoning Board of Adjustments



BASTROP TX
Heart of the Lost Pines
Est. 1832

This page is intentionally left blank.

Glossary of Terms



Account Number – A code made up of numbers used to classify how specific dollar amounts come into the City or how they are being spent.

Accounting System – The methods and records established to identify, assemble, analyze, classify, record, and report the City's transactions and to maintain accountability for the related assets and liabilities.

Accounts Payable – A short-term (one year or less) liability reflecting amounts owed for goods and services received by the City.

Accounts Receivable – An asset reflecting amounts due from other person(s) or organization(s) for goods and services furnished by the City.

Accrual Accounting - The basis of accounting where transactions are recognized in the financial statements when they occur, regardless of when cash is received or spent.

Adopted – Adopted, as used in fund summaries and department and division summaries within the budget document, represents the budget as approved by formal action of the City Council, which sets the spending limits for the fiscal year.

Ad Valorem Tax - A tax computed from the assessed valuation of land and improvements (See Property Tax).

Amended Budget – The adopted budget for a fiscal year plus any budget amendments or budget transfers.

Amortize – Provide for the gradual extinguishment of a liability (as a mortgage) usually by contribution to a sinking fund at the time of each periodic period.

Appropriation - A legal authorization granted by a legislative body to make expenditures and incur obligations for specific purposes. An appropriation is usually limited in amount and as to the time when it may be expended.

Appropriation Ordinance - An ordinance which gives appropriations legal effect. It is the method by which the expenditure side of the annual operating budget is enacted into law by the City Council.

Assessed Valuation - Valuation set upon real estate or other property by a government as a basis for levying taxes (Note: Property values in Bastrop are established by the Bastrop County Appraisal District).

Assets - Resources owned or held by the City which have monetary value.

Audit - An examination of organization financial statements and the utilization of resources.

Available Cash – Unobligated cash and cash equivalents.

Balance Sheet - A financial statement that presents the assets, liabilities, reserves and balances of a specific governmental fund as of a specified date.

Balanced Budget - A budget adopted by the legislative body and authorized by ordinance where the proposed expenditures are equal to or less than the proposed resources.

Benchmarking – A process for measuring progress from a point in time and is something that serves as a standard by which others may be measured.

Bond - A written promise to pay a specified sum of money, called the face value or principal amount, at a specified date or dates in the future, called the maturity date(s), together with periodic interest at a specified rate. The most common types of bonds are general obligation and revenue. Bonds are most frequently used to finance the construction of large capital projects.

Bonded Debt – The portion of indebtedness represented by outstanding (unpaid) bonds.

Bonds Issued – Bonds sold by the City.

Bonds Payable – The face value of bonds issued and unpaid.

Budget - A plan of financial operation that links all planned revenues and expenditures with various municipal services. The term "budget" usually indicates a financial plan for a single fiscal year.

Budget Document - The instrument used by the budget-making authority to present a comprehensive financial program to the

appropriating body.

Budgetary Control - The control or management of a government or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and available resources.

Capital Expenditure – Funds spent for the acquisition of a long-term asset.

Capital Improvement Program Budget - A Capital Improvement Program (CIP) budget is a separate budget from the operating budget. Items in the CIP are usually construction projects or major capital purchases designed to improve and maintain the value of the City's assets.

Capital Outlay - Expenditures that result in the acquisition of or addition to fixed assets. Fixed assets are defined as a piece of equipment, vehicle, furniture or fixture that cost at least \$5,000.

Cash Management - The management of cash necessary to pay for government services while investing temporary cash excesses in order to earn interest revenue. Cash management refers to the activities of forecasting the inflows and outflows of cash, mobilizing cash to improve its availability for investment, establishing and maintaining banking relationships, and investing funds in order to achieve the highest interest and return available for temporary cash balances.

Certificate of Obligations - Legal debt instruments used to finance capital improvement projects, which are authorized by City Council and backed by the full faith and credit of the government entity and are fully payable from a property tax levy.

City Charter – The document that establishes the City as an incorporated political subdivision (municipal government) in accordance with the statutes of the State of Texas. The charter provides the form, roles and power of the municipal government that is the City of Bastrop.

“Cloud” Computing – On-demand computing, known as “Cloud” computing, is a kind of Internet-based computing that provides shared processing resources and data to computers and other devices on demand.

Comprehensive Plan – It is an all-inclusive approach to addressing a community's future growth and change. The final product of the comprehensive planning process is a document,

which is official in nature, used as a policy guide regarding community development and enhancement.

Contingency Fund -A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted.

Coverage Ratio – A term defined by revenue bond indenture, which refers to the ratio of net revenues of an Enterprise Fund after all maintenance and operations expenses are considered, to total debt service.

Current Taxes -Taxes that are levied and due within one year.

Debt Service - The City's obligation to pay the principal and interest of all bonds or other debt instruments according to a pre-determined payment schedule.

Debt Service Fund - A fund established to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest. May also be called a sinking fund.

Debt Service Requirement - The amount of money required to pay interest and principal for a specified period on outstanding debt.

Delinquent Taxes -Taxes remaining unpaid on and after the date on which a penalty for non-payment is attached.

Department - A functional group of the City with related activities aimed at accomplishing a major City service or program.

Depreciation - (1) Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy or obsolescence. (2) That portion of the cost of a capital asset which is charged as an expense during a particular period.

Disbursement - Payment for goods and services in cash or by check.

Division – A grouping of related activities within a particular department.

Effective Tax Rate: The rate that produces the same effect in terms of the total amount of taxes as compared to the prior year. The computation of the effective rate is governed by the State of Texas.

Employee Benefits – For the purpose of budgeting, this term refers to the City's cost of medical, dental, and life insurance, pension contributions, social security contributions, workers' compensation, and

unemployment insurance costs.

Encumbrances - The pledge to expend appropriated funds to purchase an item or service. To encumber funds means to set aside funds for future expenditures.

Enterprise Fund - A governmental accounting fund in which the services provided are financed and operated similarly to those of a private business. The rates for these services are established to ensure that revenues are adequate to meet all necessary expenditures.

Equity - The difference between assets and liabilities of the fund.

Escrow Agent - A person or entity that holds property in trust for third parties while a transaction is finalized, or a disagreement is resolved.

Escrow - A contractual arrangement in which a third party receives and disburses money or documents for the primary transacting parties, with the disbursement dependent on conditions agreed to by the transacting parties.

Estimated Revenue - The amount of revenue expected to be collected during the year.

Expenditure - The actual outflow of funds paid for an asset obtained or goods and services obtained.

Expense - Charges incurred, whether paid or unpaid, for operation, maintenance, interest and other charges which are presumed to benefit the current fiscal period.

Extraterritorial Jurisdiction - It is the legal ability of a government to exercise authority beyond its normal boundaries.

Fiscal Year - A 12-month period to which the annual operating budget applies and at the end of which the City determines its financial position and the results of its operations. The Fiscal Year for Bastrop begins October 1 and ends September 30.

Fixed Assets - Assets of a long-term character which are intended to continue to be held or used, such as land, buildings, machinery and equipment.

Franchise Fee - A fee paid by public service businesses for use of City streets, alleys, and property in providing their services to a community. Services requiring a franchise include electricity, natural gas, telecommunications, water, wastewater, and cable television.

Full Faith and Credit - A pledge of the general taxing power of a government to repay debt obligations. This term is typically used in reference

to general obligation bonds.

Full-Time Equivalent - A quantifiable unit of measure utilized to convert hours worked by part-time, seasonal or temporary employees into hours worked by full-time employees. Full-time employees work 2080 hours annually. A part-time employee working 1040 hours annually presents a 0.5 F.T.E.

Fund - A fiscal and accounting entity with a self-balancing set of accounts that records all financial transactions for specific activities or government functions.

Fund Balance - The excess in a fund of current assets over current liabilities; sometimes called working capital in enterprise funds. A negative fund balance is often referred to as a deficit.

General Fund - The fund used to account for all financial resources except those required to be accounted for in another fund. This fund includes most of the basic operating services such as police protection, finance, parks, libraries, street maintenance, and general administration.

General Ledger - A file that contains the accounts needed to reflect the financial positions and the results of operations of the City.

General Obligation Debt - Monies owed on interest and principal to holders of the City's general obligation bonds. The debt is backed by the full faith and credit of the City and requires voter approval.

Generally Accepted Accounting Principles - Detailed accounting standards and practices for state and local governments as prescribed by the Governmental Accounting Standards Board (GASB).

Geographic Information System - A computer system used to collect, store, manipulate, analyze, and display spatial or geographic data.

Goals - Targets or plans that are reflective of major departmental activities.

Governmental Fund - A fiscal and accounting entity with a self-balancing set of accounts that records all financial transactions for specific activities or government functions. Governmental Funds include the General Fund, Special Revenue funds, Debt Service funds, and Capital Projects funds.

Grants - Contributions of assets from another government to be used or expended for a specified

purpose, activity, or facility.

Hotel Occupancy Tax – Hotel occupancy tax is imposed on the rental of a room or space in a hotel costing \$15 or more each day. The tax not only applies to hotels and motels, but also to bed and breakfasts, condominiums, apartments, and houses. Texas Tax Code, Title 3 – Local Taxation, Chapter 351 – Municipal Hotel Occupancy Taxes is the statute governing the collection of and expenditure related to HOT Tax.

Indirect Costs – Those costs that are fully expensed within one fund or division that can be allocated to another fund or division. Human Resources is fully expensed to the General Fund, but services relate to the Electric Utility Fund as well.

Information Technology – It is the use of computers to store, retrieve, transmit, and manipulate data, or information, often in the context of a business, government, or other enterprise.

Interest and Sinking Funds – See Debt Service Fund.

Interfund Transfers - Amounts transferred from one fund to another.

Intergovernmental Revenue – Revenues received from another governmental entity, such as county, state, or federal governments.

Internal Service Fund - A fund used to account for the financing of goods or services provided by one department to another on a cost reimbursement basis.

Inventory - A detailed listing of property currently held by the City.

Levy - To impose taxes, special assessments or service charges for the support of City activities.

Liabilities - Debt or other legal obligations arising out of transactions in the past which must be liquidated, renewed, or refunded at some future date. This term does not include encumbrances.

Limited Tax Note – Short-term interest-bearing note issued by a government in anticipation of tax revenues to be received at a later date. The note is retired from the tax revenue to which it is related.

Line-Item Budget - A budget that lists each expenditure category (personnel, supplies, services, etc.) separately, along with the dollar amount budgeted for each specified category.

Long-Term Debt - Any un-matured debt that is not

a fund liability with a maturity of more than one year.

Maintenance - The act of keeping assets in a state of good repair. It includes preventive maintenance, normal periodic repairs, part replacement and so forth needed to maintain the asset so that it continues to provide normal service.

Mission – The basic purpose of the department/division; the reason for its existence.

Modified Accrual Accounting - A basis of accounting in which expenditures are accrued but revenues are accounted when they are measurable and available to pay current liabilities. This accounting technique is a combination of cash and accrual accounting since expenditures are immediately incurred as a liability while revenues are not recorded until they are measurable and available to pay current liabilities. This type of accounting basis is conservative and is recommended as the standard for most governmental funds.

Non-Operating Expenditures – The costs of government services which are not directly attributable to a specific City program or operation. An example would be debt service obligations.

Non-Operating Revenues – The incomes, not received by the government, which are directly attributable to providing a service. An example would be interest on investments.

O&M – Operations and Maintenance.

Objectives – A specific, measurable, and observable result of an organization's activity which advances the organization toward a goal.

Operating Budget - The plan for current expenditures and the proposed means of financing them. The annual operating budget is the primary means by which most of the financing, acquisition, spending, and service delivery activities of a government are controlled. The use of annual operating budgets is usually required by law.

Operating Expenses – Proprietary fund expenses related directly to the fund's primary activities.

Operating Income – The excess of operating revenues over operating expenses.

Operating Revenue – Proprietary fund revenues directly related to the fund's primary activities. They consist primarily of user charges for goods and services.

Operating Transfers – Legally authorized transfers

from a fund receiving revenue to the fund through which the resources are to be expended.

Ordinance - A formal legislative enactment by the governing board of a municipality. If it is not in conflict with any higher form of law, such as a state statute or constitutional provision, it has the full force and effect of law within the boundaries of the municipality to which it applies.

Pavement Condition Index – It is a numerical index between 0 and 100 which is used to indicate the general condition and expected life of a specific section of road pavement.

Paying Agent – An entity responsible for paying of bond principal and interest on behalf of the City.

Performance Measure - Measurements that reflect the service that is being provided and permit objective evaluation of the service program.

Policy - A plan, course of action, or guiding principle design to set parameters for decisions and actions.

Principal – The face value of a bond, payable on stated dates of maturity.

Property Tax - Taxes are levied on both real and personal property according to the property's valuation and tax rate.

Proprietary Fund - A fiscal and accounting entity with a self-balancing set of accounts that records all financial transactions for specific activities or government functions. Proprietary Funds include Enterprise funds and Internal Service funds.

Public Improvement District – A defined geographical area established to provide specific types of improvements or maintenance within the area which are financed by assessments against property owners within the area.

Refunding – The issuance of new debt whose proceeds are used to repay previously issued debt. The proceeds may be used immediately for this purpose (a current refunding) or they may be placed with an escrow agent and invested until they are used to pay principal and interest on the old debt at a future time (an advance refunding).

Reimbursements – Interfund transactions that constitute reimbursements to a fund for expenditures or expenses initially made from it, but that properly apply to another fund.

Reserve - An account used to earmark a portion of fund balance to indicate that it is not appropriated

for expenditure. A reserve may also be an account used to earmark a portion of fund equity as legally segregated for a specific future use.

Resolution – A special or temporary order of the City Council.

Retained Earnings – An equity account reflecting the accumulated earning of a proprietary fund.

Revenue - Funds that the City receives as income. It includes such items as tax payments, fees from specific services, receipts from other governments, fines, forfeitures, grants, shared revenues, and interest income.

Revenue Bonds - Bonds whose principal and interest are payable exclusively from earnings of an Enterprise Fund.

Risk Management – An organized effort to protect the City's assets against loss, utilizing the most economical methods.

Sales Tax – Tax collected on goods and services sold within the City's boundaries and remitted to the State's Comptroller of Public Accounts.

Sinking Fund - See Debt Service Fund.

Special Revenue Fund – Accounts for the proceeds of specific revenue sources that are legally restricted to expenditure for specific purposes.

Surplus – The excess of the assets of a fund over its liabilities; or if the fund has other resources and obligations, the excess of resources over the obligations.

Tax Base – The total taxable value of all real and personal property in the City as of January 1st of each year as certified by the Tax Appraisal District, less any exemptions.

Tax Levy – The resultant product when the tax rate per one hundred dollars is multiplied by the tax base.

Tax Rate – The amount of tax levied for each \$100 of taxable value.

Tax Roll – The official list showing the amount of taxes levied against each taxpayer of property.

Taxes - Compulsory charges levied by a government for the purpose of financing services performed for the common benefit. This term does not include specific charges made against particular persons or property for current or permanent benefits such as special assessments. Neither does the term include charges for services rendered only to those paying such charges, for example,

sanitation service charges.

Texas Municipal League – It is a voluntary coalition of Texas municipalities created for the purpose of furthering and enhancing causes of mutual interest to Texas cities.

Texas Municipal Retirement System – It provides retirement plans to its member cities. Each city selects its own plan and its contributions are computed on each individual city's plan and actuarial information. The City of Bastrop currently offers its employees a retirement plan with 2:1 matching, 5-year vesting, and retirement eligibility at age 60 with 5 years of service and at any age with 25 years of service.

Transfers In/Out - Amounts transferred from one fund to another to assist in financing the services or programs for the recipient fund.

Unencumbered Fund Balance – It is the amount of undesignated fund balance of a fund available for allocation.

User Fees – The payment of a fee for the direct receipt of a public service by the party benefiting from the service.

Working Capital – Current assets less current liabilities.



STAFF REPORT

MEETING DATE: September 11, 2018

AGENDA ITEM: 9N

TITLE:

Hold public hearing and consider action to approve the first reading of Ordinance No. 2018-22 of the City Council of the City of Bastrop, Texas, adopting the tax rate and levying ad valorem taxes for the Fiscal Year 2018-2019 to provide revenue for the payment of current expenditures: providing a severability clause; establishing an effective date; and move to include on the September 25, 2018, agenda for a second reading.

STAFF REPRESENTATIVE:

Tracy Waldron, Chief Financial Officer

BACKGROUND/HISTORY:

The City Council held a Budget Workshop on June 19, 2018 to discuss budget challenges and needs of the community.

The City Manager presented the proposed budget for FY2018-2019 on August 20, 2018. The City Council held a Budget Workshop on August 20, 2018 and August 21, 2018 to go through all funds in detail.

Ad valorem taxes are made up of two components: (1) operations and maintenance (O&M); (2) interest and sinking fund (I&S). The proposed budget was prepared with an O&M rate of \$0.3691 and an I&S rate of \$0.1949 for a total tax rate of \$0.5640 per \$100 of taxable value.

POLICY EXPLANATION:

Adoption of the tax rate is an important part of the budget process. Adoption of the tax rate per state law must be a separate item on the agenda and occurs after the adoption of the budget.

The State of Texas truth in taxation law requires that the City Council conduct two public hearings on its proposed ad valorem tax rate each year if such rate exceeds the rollback tax rate or effective tax rate, whichever is lower. The effective tax rate and the rollback tax rate have been calculated and the Notice of Proposed Tax Rate has been published in the local newspaper and on the City's website and Public Access Channel as required by law. The following table illustrates the proposed tax rate, the rollback tax rate, and the effective tax rates appropriately split between the I&S and the O&M rate. The proposed tax rate to be considered is \$0.5640, which is more than the effective tax rate.

TAX RATE	FY 2017-2018	FY 2018-2019
Property Tax Rate	0.5640	0.5640
Effective Rate	0.5383	0.5534
Rollback Rate	0.5733	0.5809
Effective M&O Rate	0.3643	0.3575
I&S Rate	0.1997	0.1949

FUNDING SOURCE:

This item is the annual ad valorem tax assessment for FY 2018-2019.

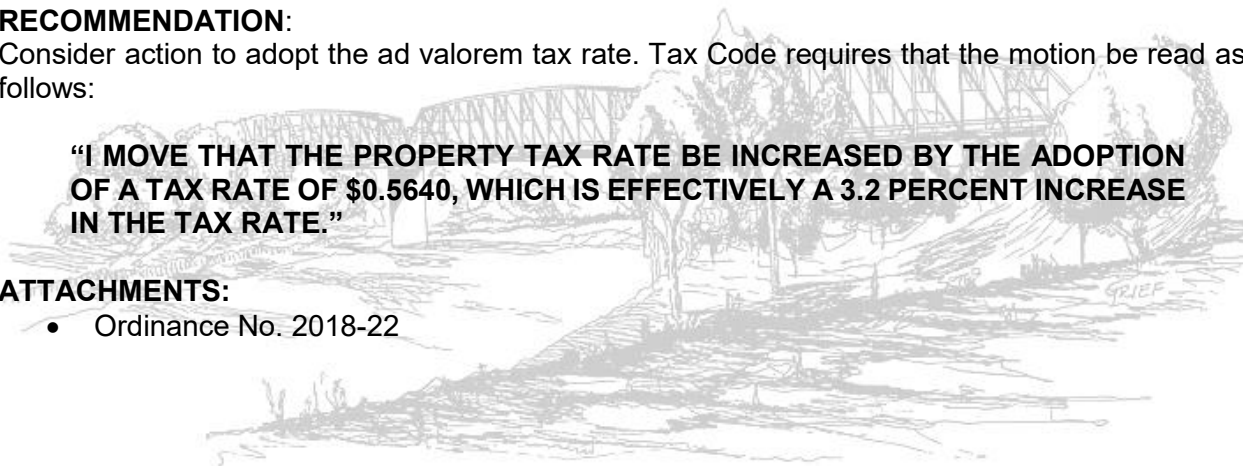
RECOMMENDATION:

Consider action to adopt the ad valorem tax rate. Tax Code requires that the motion be read as follows:

“I MOVE THAT THE PROPERTY TAX RATE BE INCREASED BY THE ADOPTION OF A TAX RATE OF \$0.5640, WHICH IS EFFECTIVELY A 3.2 PERCENT INCREASE IN THE TAX RATE.”

ATTACHMENTS:

- Ordinance No. 2018-22



ORDINANCE NO. 2018-22

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, ADOPTING THE TAX RATE AND LEVYING AD VALOREM TAXES FOR THE FISCAL YEAR 2018-2019 TO PROVIDE REVENUE FOR THE PAYMENT OF CURRENT EXPENDITURES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the City Council of Bastrop, Texas has on this date, by way of separate Ordinance, duly approved and adopted a Budget for the operation for the City for fiscal year 2018-2019 (FY 2018-2019); and

WHEREAS, the aforesaid Ordinance anticipates and requires the levy of an ad valorem tax on all taxable property in the City of Bastrop; and

WHEREAS, the Chief Appraiser of Bastrop County Tax Appraisal District has prepared and certified the appraisal roll for the City of Bastrop, Texas, that roll being that portion of the approved appraisal roll of the Bastrop County Tax Appraisal District which lists property taxable by the City of Bastrop, Texas; and

WHEREAS, it is necessary to levy such an ad valorem tax at a given rate to generate revenues sufficient to meet the projected expenses of the City for FY 2018-2019; and

WHEREAS, the City has fully and timely complied with all notice and other requirements relative to the adoption of a tax rate for FY 2018-2019.

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

Section 1: There is hereby levied for the FY 2018-2019 upon all real property situated within the corporate limits of the City of Bastrop, Texas, and upon all personal property which was owned within the corporate limits of the City of Bastrop, Texas, on January 1, 2018, except so much thereof as may be exempt by the Constitution or laws of the State of Texas, a total tax of \$0.5640 on each \$100 of assessed valuation on all taxable property, which total tax herein so levied shall consist and be comprised of the following components:

a) An ad valorem tax rate of \$0.3691 on each \$100 of assessed valuation of all taxable property is hereby levied for general City purposes and to pay the current operating expenses of the City of Bastrop, Texas, for the fiscal year ending September 30, 2019, which tax, when collected shall be appropriated to and for the credit of the General Fund of the City of Bastrop, Texas.

b) An ad valorem tax rate of \$0.1949 on each \$100 of assessed valuation of taxable property is hereby levied for the purpose of creating an Interest and Sinking Fund with which to pay the interest and principal of the valid bonded indebtedness, and related fees of the City of Bastrop, now outstanding and such tax, when collected, shall be appropriated and deposited in and to the credit of the General Debt Service Fund of the City of Bastrop, Texas, for the fiscal year ending September 30, 2019.

Section 2: The City of Bastrop shall have lien on all taxable property located in the City of Bastrop to secure the payment of taxes, penalty, and interest, and all costs of collection, assessed and levied hereby.

Section 3: Taxes are payable in Bastrop, Texas at the Office of the Tax Assessor Collector of Bastrop County. The City shall have available all the rights and remedies provided by law for the enforcement of the collection of taxes levied under this Ordinance.

Section 4: The tax roll presented to the City Council, together with any supplements thereto, are hereby accepted and approved.

Section 5: Should any paragraph, sentence, provision, clause, phrase or section of this Ordinance be adjudged or held to be unconstitutional, illegal, or invalid, the same shall not affect the validity of this Ordinance, as a whole, or any part or provision thereof, other than the part or parts adjudged to be invalid, illegal, or unconstitutional.

Section 6: This ordinance shall be in full force and effect from and after its adoption by the City Council and publication of its caption as the law and the City Charter provide in such cases.

Section 7: All other ordinances and Code provisions in conflict herewith are hereby repealed, but only to the extent of any such conflict or inconsistency and all other provisions of the Bastrop City Code not in conflict herewith shall remain in full force and effect.

Section 8: The repeal of any ordinance or parts thereof by the enactment of this Ordinance, shall not be construed as abandoning any action now pending under or by virtue of such ordinance; nor shall it have the effect of discontinuing, abating, modifying or altering any penalty accruing or to accrue, nor as affecting any rights of the City under any section or provision of any ordinances at the time of passage of this Ordinance.

THE TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEARS TAX RATE; AND THE TAX RATE WILL EFFECTIVELY BE RAISED BY 3.24 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$4.80.

Section 9: The City Council of the City of Bastrop, Texas met in a public meeting on September 25, 2018, and adopted this ordinance with a majority vote as follows:

Mayor Pro Tem Lyle Nelson	YEA	___	NAY	___	ABSTAIN	___	ABSENT	___
Council Member Bill Peterson	YEA	___	NAY	___	ABSTAIN	___	ABSENT	___
Council Member Drusilla Rogers	YEA	___	NAY	___	ABSTAIN	___	ABSENT	___
Council Member Bill Ennis	YEA	___	NAY	___	ABSTAIN	___	ABSENT	___
Council Member Deborah Jones	YEA	___	NAY	___	ABSTAIN	___	ABSENT	___

READ and APPROVED on First Reading on the 11th day of September 2018.

READ and ADOPTED on Second Reading on the 25th day of September 2018.

APPROVED:

Connie B. Schroeder, Mayor

ATTEST:

Ann Franklin, City Secretary

APPROVED AS TO FORM:

Alan Bojorquez, City Attorney



STAFF REPORT

MEETING DATE: September 11, 2018

AGENDA ITEM: 90

TITLE:

Hold public hearing on the Hunters Crossing Public Improvement District ongoing service plan and proposed assessment levy, consider any objections to the proposed assessments and, consider action to approve the first reading of Ordinance No. 2018-24 of the City Council of the City of Bastrop, Texas approving the updated service plan, including provisions related to assessments, for the Hunters Crossing Public Improvement District, attached as Exhibit A; approving a fiscal year 2019 assessment roll for the District; and containing other provisions related to the Hunters Crossing Public Improvement District and the Hunters Crossing Local Government Corporation; providing for an effective date; and move to include on the September 25, 2018 agenda for a second reading.

STAFF REPRESENTATIVE:

Tracy Waldron, Chief Financial Officer

BACKGROUND/HISTORY:

Texas Local Government Code Section 372.013 requires the ongoing service plan to be presented to the governing body of the municipality for review and approval, which was done in 2003. The statute further requires the ongoing service plan be reviewed and updated annually for determining the annual budget for improvements. As there have been no change to the Service Plan, City Staff prepared a proposed Fiscal Year 2019 Budget and Proposed Assessments for the Operations and Maintenance Project Costs for Fiscal year 2019 based on the existing service plan and presented it to the public and the Hunters Crossing Local Government Corporation (LGC) for consideration. The LGC conducted a public hearing on August 29, 2018 and by Resolution of the Board, recommended approval of its proposed service plan, assessment levy and annual budget for Fiscal Year 2019 by Resolution. The LGC recommended assessment roll is incorporated into the Ordinance for City Council adoption as required by law.

Texas Local Government Code section 372.016-.017 requires the governing body to prepare an assessment roll and adopt it by ordinance or order. The required procedure provided by law is:

- 1) Give proper notice;
- 2) Conduct a public hearing;
- 3) At the close of the hearing, hear and pass on any objection to the proposed assessments;
- 4) Amend any proposed assessment if warranted; and
- 5) Pass the ordinance to levy the assessment.

POLICY EXPLANATION:

The Hunters Crossing Public Improvement District (the "PID") was created by the City of Bastrop, Texas and is operating under the authority of Chapter 372, Texas Local Government Code. The City previously determined the estimated cost of certain public improvements for the PID and the method of assessment for the costs of such Public Improvements and adopted a Service and Assessment Plan for the PID. Each year, the Hunters Crossing Local Government Corporation, to implement the Service Plan for the PID, reviews the service plan and proposes the assessment necessary to carry out the PID for purposes of the annual budget. This action fulfills the duty of the Corporation in carrying out its duties. Texas law requires the City Council approve the assessment roll by ordinance.

FUNDING SOURCE:

PID Assessments for FY2019

RECOMMENDATION:

Hold public hearing on the Hunters Crossing Public Improvement District ongoing service plan and proposed assessment levy, consider any objections to the proposed assessments and, consider action to approve the first reading of Ordinance No. 2018-24 of the City Council of the City of Bastrop, Texas approving the updated service plan, including provisions related to assessments, for the Hunters Crossing Public Improvement District, attached as Exhibit A; approving a fiscal year 2019 assessment roll for the District; and containing other provisions related to the Hunters Crossing Public Improvement District and the Hunters Crossing Local Government Corporation; providing for an effective date; and move to include on the September 25, 2018 agenda for a second reading.

ATTACHMENTS:

- Ordinance 2018-24



ORDINANCE NO. 2018-24

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, APPROVING THE UPDATED SERVICE PLAN, INCLUDING PROVISIONS RELATED TO ASSESSMENTS, FOR THE HUNTERS CROSSING PUBLIC IMPROVEMENT DISTRICT, ATTACHED AS EXHIBIT A; APPROVING A FISCAL YEAR 2019 ASSESSMENT ROLL FOR THE DISTRICT; AND CONTAINING OTHER PROVISIONS RELATED TO THE HUNTERS CROSSING PUBLIC IMPROVEMENT DISTRICT AND THE HUNTERS CROSSING LOCAL GOVERNMENT CORPORATION; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Hunters Crossing Public Improvement District (the "PID") has been duly created by the City of Bastrop, Texas (the "City"), and is operating under the authority of Chapter 372, Texas Local Government Code, the Public Improvement District Assessment Act (the "Act"); and

WHEREAS, in accordance with the Act, the City previously determined the estimated cost of certain public improvements for the PID ("Public Improvements"), the method of assessment for the costs of such Public Improvements, and adopted a Service and Assessment Plan (the "Service Plan") for the PID; and

WHEREAS, pursuant to the Act, Service Plan including provisions related to assessments was filed with the City Secretary, and the statutory notice of the public hearing regarding the assessments was provided in compliance with the Act;

WHEREAS, after such notice was provided as required by the Act, the City Council of the City of Bastrop held a public hearing to consider the assessments on the property in the PID, heard and passed on any objections to the proposed assessments, and closed the public hearing; and

WHEREAS, the Hunters Crossing Local Government Corporation (the "Corporation") has been created by the City in order to implement the Service Plan for the PID and to perform other functions delegated to it by the City; and

WHEREAS, the Act provides that the Service Plan is to be reviewed and updated annually, and the City Council of the City of Bastrop finds the Corporation has conducted such review; and

WHEREAS, the Corporation has recommended that the Service Plan, including the provisions related to assessments contained therein, should be updated; and

WHEREAS, the Corporation has submitted such proposed assessments attached hereto as Exhibit A, to this City Council for its review, approval and further action; and

WHEREAS, the City Council having considered such proposed assessments, has determined that the proposed budget and such assessments are in the best interest of the Hunters Crossing Public Improvement District and, therefore, the Council desires to approve and adopt assessments by formal action.

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

Section 1: The facts and recitations set forth in the preamble of this Ordinance are hereby found to be true and correct.

Section 2: The City Council of the City of Bastrop hereby accepts the Service Plan as historically reviewed and updated by the Corporation and finds that all such past and present reviews, including the assessments included therein, have been conducted in accordance with all applicable law.

Section 3: The City Council of the City of Bastrop has reviewed the recommendations of the Corporation regarding the assessments for Hunters Crossing PID and agree with same.

Section 4: The City Council of the City of Bastrop hereby finds that the operation and maintenance assessment roll as included in Exhibit A attached hereto and incorporated in this Ordinance, is necessary to fund operation and maintenance costs related to the Hunters Crossing PID and approves Exhibit A as the Fiscal Year 2019 operation and maintenance assessment roll of the Hunters Crossing PID.

Section 5: The City Council of the City of Bastrop hereby finds that the capital assessment roll as included in Exhibit A attached hereto and incorporated in this Ordinance, which relates solely to the original historic capital costs, continues to be correct as set forth in the original Service Plan and should not be changed, and the City Council approves Exhibit A as the Fiscal Year 2019 capital assessment roll of the Hunters Crossing PID.

Section 6: The City Council of the City of Bastrop directs that the assessment roll attached hereto as Exhibit A be filed with the City Secretary and further directs the City Manager, or her assignee, to provide the assessment roll to the Bastrop County Tax Assessor-Collector no later than close of business on September 28, 2018, and to request that such assessments be assessed to and collected from property owners in the PID.

Section 7: The City Council of the City of Bastrop further authorizes and directs the City Manager to take any other action that may be necessary or convenient to effectuate the findings and to accomplish the objectives of this Ordinance.

Section 8: Should any paragraph, sentence, subdivision, clause, phrase or section of this Ordinance be adjudged or held to be unconstitutional, illegal, or invalid, the same shall not affect the validity of this Ordinance, as a whole or any part or provision thereof, other than the part or parts adjudged to be invalid, illegal, or unconstitutional.

Section 9: This Ordinance shall be in full force and effect from and after its adoption by the City Council, pursuant to applicable State and local laws and the City Charter.

Section 10: All other ordinances in conflict herewith are hereby repealed, but only to the extent of any such conflict or inconsistency.

Section 11: The City Council of the City of Bastrop, Texas met in a public meeting on September 25, 2018, and adopted this ordinance with a majority vote.

READ and APPROVED on First Reading on the 11th day of September 2018.

READ and ADOPTED on Second Reading on the 25th day of September 2018.

APPROVED:

Connie B. Schroeder, Mayor

ATTEST:

Ann Franklin, City Secretary

APPROVED AS TO FORM:

Alan Bojorquez, City Attorney

EXHIBIT A

**Hunters Crossing Public Improvement District
Assessments for Operations and Maintenance Project Costs Fiscal Year 2019**

Master Plan Tract Description	Land Use	2018 Operation & Maintenance Assessment	2018 Capital Assessment
HXR 1	Single Family	\$ 23.16 per lot	\$358 per lot
HXR 2	Single Family	\$ 23.16 per lot	\$358 per lot
HXR 3A	Single Family	\$ 23.16 per lot	\$358 per lot
HXR 3B	Single Family	\$ 23.16 per lot	\$358 per lot
HXR 3C	Single Family	\$ 23.16 per lot	\$358 per lot
HXR 4A	Single Family	\$ 23.16 per lot	\$358 per lot
HXR 4B	Single Family	\$ 23.16 per lot	\$358 per lot
HXR 5	Single Family	\$ 23.16 per lot	\$358 per lot
HXR 7A	Single Family	\$ 23.16 per lot	\$358 per lot
HXR 7B	Single Family	\$ 23.16 per lot	\$358 per lot
HXC 1 (Chilis, Lot 1)	Commercial	\$ 0.0317 per sq ft	\$ 0.0710 per sq ft
HXC 1 (Balance of retail, Lot 2)	Commercial	\$ 0.0317 per sq ft	\$ 0.0710 per sq ft
HXC 1 (Lot 3)	Commercial	\$ 0.0317 per sq ft	\$ 0.0710 per sq ft
HXC 2	Commercial	\$ 0.0317 per sq ft	\$ 0.0710 per sq ft
HXC 3	Commercial	\$ 0.0317 per sq ft	\$ 0.0710 per sq ft
HXC 4	Commercial	\$ 0.0317 per sq ft	\$ 0.0710 per sq ft
HXC 5	Commercial	\$ 0.0317 per sq ft	\$ 0.0710 per sq ft
HXC 6	Commercial	\$ 0.0317 per sq ft	\$ 0.0710 per sq ft
HXC 7	Commercial	\$ 0.0317 per sq ft	\$ 0.0710 per sq ft
HXC 8	Commercial	\$ 0.0317 per sq ft	\$ 0.0710 per sq ft
HXC 1, Lot 1	Commercial	\$ 15,222	N/A
HXM 1	Multi-Family	\$ 0.0317 per sq ft	\$ 0.068 per sq ft
HXM 2	Multi-Family	\$ 0.0317 per sq ft	\$ 0.068 per sq ft
HXM 3	Multi-Family	\$ 0.0317 per sq ft	\$ 0.068 per sq ft



STAFF REPORT

MEETING DATE: September 11, 2018

AGENDA ITEM: 9P

TITLE:

Consider action to approve the first reading of Ordinance No. 2018-18 of the City Council of the City of Bastrop, Texas, amending the Code of Ordinances, Chapter 4 Titled "Business Regulations," Article 4.08 Titled "Commercial Film Making," adding the provision that allows the City Manager to assign a designee and repealing all prior ordinances that are in conflict herewith; as attached in Exhibit A; and providing for findings of fact, enactment, effective date, repealer, severability, and proper notice and meeting; and move to include on the September 25, 2018 consent agenda for a second reading.

STAFF REPRESENTATIVE:

James Altgelt, Director of Public Safety/Police Chief

BACKGROUND/HISTORY:

On July 22, 2008, the City Council amended Article 4.08 – "COMMERCIAL FILM MAKING" of the City of Bastrop Code of Ordinances. This amendment was conducted in order to further the goals of the community related to protecting the personal and property rights of the citizens, as well as enhancing the public's health, safety, and welfare.

The number of filming productions taking place within the City continues to increase. Accordingly, the amount of documentation that the City Manager reviews and approves has also increased. Amending the Ordinance and allowing the City Manager to delegate the permitting and approval process to her designee is a more efficient process for all of the involved parties.

POLICY EXPLANATION:

This ordinance, if passed, will allow the City Manager to appoint a designee to approve the applications for commercial filming permits for productions that take place within the City of Bastrop. The application and permitting process will be streamlined when the City Manager does not have to personally review and approve each application.

FUNDING SOURCE:

N/A

RECOMMENDATION:

Consider action to approve the first reading of Ordinance No. 2018-18 of the City Council of the City of Bastrop, Texas, amending the Code of Ordinances, Chapter 4 Titled "Business Regulations," Article 4.08 Titled "Commercial Film Making," adding the provision that allows the City Manager to assign a designee and repealing all prior ordinances that are in conflict herewith; as attached in Exhibit A; and providing for findings of fact, enactment, effective date, repealer, severability, and proper notice and meeting; and move to include on the September 25, 2018 consent agenda for a second reading.

ATTACHMENTS:

- Ordinance 2018-18
- Attachment "A"



ORDINANCE NO. 2018-18

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS; AMENDING THE CODE OF ORDINANCES, CHAPTER 4 TITLED "BUSINESS REGULATIONS," ARTICLE 4.08 TITLED "COMMERCIAL FILM MAKING," ADDING THE PROVISION THAT ALLOWS THE CITY MANAGER TO ASSIGN A DESIGNEE AND REPEALING ALL PRIOR ORDINANCES THAT ARE IN CONFLICT HEREWITH; AS ATTACHED IN EXHIBIT A; AND PROVIDING FOR FINDINGS OF FACT, ENACTMENT, EFFECTIVE DATE, REPEALER, SEVERABILITY, AND PROPER NOTICE AND MEETING.

WHEREAS, the City of Bastrop ("City") is a Home Rule municipality incorporated and operating under the Laws of the State of Texas; and

WHEREAS, the City passed an Ordinance regarding regulations and procedures of commercial filming in Bastrop to ensure public safety and minimize citizen and City inconvenience; and

WHEREAS, with the increase in commercial film making in the City, the City finds it necessary to repeal and replace the existing Ordinance to further the goals of the community related to protecting the personal and property rights of citizens, as well as enhancing the public's health, safety, and welfare.

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

SECTION 1. FINDINGS OF FACT

The foregoing recitals are incorporated into this Ordinance by reference as findings of fact as if expressly set forth herein.

SECTION 2. ENACTMENT

Chapter 4, Article 4.08, et. Seq. of the Code of Ordinances to the City of Bastrop, which is entitled "COMMERCIAL FILM MAKING" is amended to read as described and attached hereto as *Exhibit "A."*

SECTION 3. EFFECTIVE DATE

This Ordinance shall take effect immediately upon passage.

SECTION 4. REPEALER

All ordinances, or parts thereof, that are in conflict or inconsistent with any provision of this Ordinance are hereby repealed to the extent of such conflict, and the provisions of this Ordinance shall be and remain controlling as to the matters regulated, herein.

SECTION 5. SEVERABILITY

Should any of the clauses, sentences, paragraphs, sections or parts of this Ordinance be deemed invalid, unconstitutional, or unenforceable by a court of law or administrative agency with jurisdiction over the matter, such action shall not be construed to affect any other valid portion of this Ordinance.

SECTION 6. PROPER NOTICE & MEETING

It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public, and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Texas Government Code, Chapter 551.

READ & ACKNOWLEDGED on First Reading on this, the 11th day of September 2018.

READ & APPROVED on the Second Reading on this, the 22nd day of May 2018.

APPROVED:

Connie B. Schroeder, Mayor

ATTEST:

Ann Franklin, City Secretary

APPROVED AS TO FORM:

Alan Bojorquez, City Attorney

City of Bastrop Code of Ordinances

Chapter 4 – BUSINESS REGULATIONS

ARTICLE 4.08 - COMMERCIAL FILM MAKING

Sec. 4.08.002 - City control/authority of City Manager.

- (a) In this Article, the term "City Manager" shall be construed to include the City Manager's designee. The City Manager may authorize the use of any city street, right-of-way, park, public area, public building, equipment or personnel for commercial use in the filming, taping, or production of any film project, including but not limited to movies, television, commercials, or training films.
- (b) In conjunction with the production of any film project, the City Manager may require that one or all of the conditions and/or remunerations provided on the application for a film permit, (see exhibit A to Ordinance 2008-28) be satisfied as a prerequisite to use of city streets, rights-of-way, parks, public areas, public buildings and/or equipment or personnel.
- (c) The city, by and through the City Manager, shall have full control over the general location, hours, and use of public streets, buildings, equipment and personnel while being used for filming, taping, or production purposes.
- (d) The city, by and through the City Manager, shall have the full and absolute right to prohibit and/or order the cessation of filming, taping and/or the production of any project if such acts are determined to be detrimental to the public health, safety and welfare.
- (e) The City Manager may require any city department, including but not limited to the police, fire, utility, and building departments, to inspect any structure, device, mechanism, and/or equipment arising out of or related to a film project.
- (f) The City Manager shall retain final approval authority over all aspects of commercial film-related activity in the city and may, at his sole discretion, impose additional regulations under this article for the protection of public safety and welfare.

Sec. 4.08.004 - Application.

- (a) *Time to file.* An application for commercial filming in the city is available from the film friendly liaison, and must be returned to same upon completion within the time limits stated herein below.
 - (1) *Commercials or episodic television.* A minimum of two (2) business days prior to the commencement of filming or any substantial activity related to the project.
 - (2) *Feature films.* A minimum of five (5) business days prior to the commencement of filming or any substantial activity related to the project.

- (b) *Application requirements.* Contacts including production office, producer and location manager; production information; and hold harmless agreement.
- (c) A new application is required for every project/production.
- (d) *Fees.*
 - (1) A nonrefundable \$50 application processing fee must accompany each application to the film friendly liaison for filming in the city.
 - (2) The City Manager may waive the \$50 application fee upon proof of an organization's nonprofit status, or for any other reason deemed necessary.

Sec. 4.08.005 - Use of city equipment and personnel.

- (a) *Rate.* The applicant shall pay all cost and expense arising out of or related to the use of city personnel, including but not limited to police, fire, building, and public works, assigned to the film project by the City Manager, whether specifically requested or desired by the producer or not. Remuneration rates for the use of any city equipment, including police squad cars and fire equipment, shall be established on a case-by-case bases as determined by the City Manager.
- (b) *Deposit required.* The City Manager at his sole discretion, may require a deposit prior to the commencement of a film project related to the proposed use of any city equipment or personnel. This deposit will be held in the office of the City Secretary and will be released upon satisfactory completion of project, as determined by City Manager.
- (c) *City personnel; fire/police.* The City Manager, in consultation with the Chief of Police or fire chief shall have the authority to stipulate additional police or fire personnel requirements and level of staffing for same, at any time during a film project if it is determined to be in the best interest of public safety, health and welfare, which cost shall be borne by the applicant. Off-duty police officers and firefighters shall be paid a rate as determined by the Chief of Police or fire chief, and as approved by the City Manager.

Sec. 4.08.006 - Use of city property.

- (a) *General.* The City Manager may authorize the use of any city street, right-of-way, park, public area, public building, name, trademark, logo, equipment and/or personnel for any commercial film project, including but not limited to the filming or taping of movies, television programs, commercials or training films. In conjunction with these uses, the City Manager may require that one or all of the conditions or remuneration specified on the filming application, be met as a prerequisite to use. A security or damage deposit may be required based on projected production activity.
- (b) *Fees.* The applicant shall reimburse the city for the use of city property depending on the extent of the disruption to the city and its residents. The City Manager in consultation with appropriate city offices will determine the extent of disruption. The standard rate schedule is provided below. Other special fees may apply on a case-by-case basis, at the discretion of the City Manager.

- (1) Total disruptive use during regular operating hours of a public building, park, right-of-way, or public area: \$500 per calendar day.
 - (2) Partial nondisruptive use of a public building, park, right-of-way, or public area: \$250 per calendar day.
 - (3) Total closure or obstruction of a public street or right-of-way for filming purposes, including parking lots and on-street parking: \$50 per block, per calendar day.
 - (4) Partial closure or obstruction of a public street or right-of-way for filming purposes, including parking lots and on-street parking: \$25 per block, per calendar day.
 - (5) Use of city parking lots, parking areas, and city streets for the purpose of parking film trailers, buses, catering trucks, and/or other large vehicles: \$50 per block or lot, per calendar day.
- (c) *City control.* The city, by and through the City Manager, shall have full and absolute control over the use of the city's name, trademark and logo, public streets, parks, and buildings throughout any film project, as well as the hours of production and the general location of production. The city, by and through the City Manager, shall have the full and absolute right to prohibit all filming or to order the cessation of filming if determined to be harmful to the public's health, safety or welfare.

Sec. 4.08.007 - Special equipment and vehicles.

- (a) *Vehicles.* The application for a film permit shall provide a complete listing of the number and type of vehicles and equipment to be used during filming, as well as the vehicles and equipment's proposed hours of use and parking locations, which shall be specifically approved by the City Manager. This includes the use of on-street parking or public parking lots, which shall also be controlled and approved by the City Manager.
- (b) *Special equipment.* The use of exterior lighting, power generators, or any other noise or light producing equipment requires on-site approval of the City Manager.

Sec. 4.08.008 - Hours of filming.

Unless permission has been obtained from the City Manager in advance of the commencement of production, and affected property owners notified, filming shall be limited to Monday—Friday 7:00 a.m. to 9:00 p.m. and Saturday, Sunday and holidays from 8:00 a.m. to 8:00 p.m.

Sec. 4.08.009 - Notification of affected property owners.

The applicant shall provide a short written description, approved by the City Manager, of the proposed production schedule to the owners and residents of each property in the affected neighborhood, as defined by boundaries set by the City Manager. The applicant, or his or her designee, shall talk with the owners, residents and tenants of all such property and submit as part of the application a report containing the signature, address, telephone number of each owner, resident, or tenant, as well as the owner's, resident's, or tenant's reaction to the filming.



STAFF REPORT

MEETING DATE: September 11, 2018

AGENDA ITEM: 9Q

TITLE:

Consider action to approve Resolution No. R-2018-83 of the City Council of the City of Bastrop, Texas, authorizing the City Manager to execute an advanced funding agreement between the City of Bastrop and the State of Texas regarding portions of the River Loop Trail Project within State of Texas right-of-way; and establishing an effective date.

STAFF REPRESENTATIVE:

Trey Job, Managing Director of Public Works & Leisure Services, and Jerry Palady P.E., Director of Development & Engineering.

BACKGROUND/HISTORY:

This item is identified in the Work Plan as MM#6 (Multi-Modal Mobility), which is “develop a citywide walkability plan that establishes priority corridors and connection routes.” City Council and the Executive Team have put a great deal of effort into developing an Organizational Work Plan that addresses nine focus areas that are identified as drivers to successfully fulfilling the City’s Mission & Vision. The current project is proposed to be conducted in Phases I-A (along Loop 150) in the amount of \$168,795.00, I-B (along SH 71 Frontage Round) in the amount of \$180,74.00, and Phase II (Water & Main Streets) for a total cost of \$214,974.65.

The City will fund these projects using grant funds received from Capital Area Metropolitan Planning organization and Keep Bastrop County Beautiful.

POLICY EXPLANATION:

The City of Bastrop City Council develop nine focus areas Communication, Community Safety, Economic Vitality, Fiscal Responsibility, Managed Growth, Multi-Modal Mobility, Organizational Excellence, Uniquely Bastrop, and Unique Environment in an effort the reach the city’s Mission and Vision. This project was identified in the comprehensive plan and will increase pedestrian and traffic safety.

FUNDING SOURCE:

The City of Bastrop received grant funding from (CAMPO) Capital Area Metropolitan Planning Organization in the amount of \$475,200.00 and additional funding from (KBCB) Keep Bastrop County Beautiful in the amount of \$130,000.00. The remainder of the project will be funded by the Bastrop Economic Development Corporation.

RECOMMENDATION:

Consider action to approve Resolution R-2018-83 of the City Council of the City of Bastrop, Texas authorizing the City Manager to execute an advanced funding agreement between the City of Bastrop and the State of Texas regarding portions of the River Loop Trail Project within State of Texas right-of-way; and establishing an effective date.

ATTACHMENTS:

- Resolution
- Cost Estimate Phase I and Phase II
- Sidewalk Expansion Plan



RESOLUTION NO. R-2018-83

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE AN ADVANCED FUNDING AGREEMENT BETWEEN THE CITY OF BASTROP AND THE STATE OF TEXAS REGARDING PORTIONS OF THE RIVER LOOP TRAIL PROJECT WITHIN STATE OF TEXAS RIGHT OF WAY; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, The City of Bastrop City Council understands the importance of public safety provided by increased walkability of the city streets; and

WHEREAS, The City of Bastrop City Council understands the importance of multi modal transportation; and

WHEREAS, the City of Bastrop has received grant funding from the Capital Area Metropolitan Planning Organization to help cover the costs of the River Loop Trail Project; and

WHEREAS, the City of Bastrop has received grant funding from Keep Bastrop County Beautiful to help cover the costs of the River Loop Trail Project with Texas Department of Transportation right of way; and

WHEREAS, the City will fund 100% of the Phase I-A of the River Loop Trail Project Construction costs estimated at \$168,795.00; and

WHEREAS, the City will fund 100% of the Phase I-B of the River Loop Trail Project construction costs estimated to be \$180,774.00; and

WHEREAS, the City will fund 100% of the Phase II of the River Loop Trail Project construction costs estimated to be \$214,974.65; and

WHEREAS, the City will fund 100% of the direct costs to the Texas Department of Transportation estimated to be \$50,456.00.

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

Section 1. That the City Council hereby approves the City's participation in the River Loop Trail Project.

Section 2. The City Manager is hereby authorized to execute the Advanced Funding Agreement between the City of Bastrop and the State of Texas, acting by and through the Texas Department of Transportation.

Section 3. This resolution shall take effect immediately from and after its passage, and it is duly resolved.

DULY RESOLVED AND ADOPTED by the City Council of the City of Bastrop this 11th day of September 2018.

APPROVED:

Connie B. Schroeder, Mayor

ATTEST:

Ann Franklin, City Secretary

APPROVED AS TO FORM:

Alan Bojorquez, City Attorney

BEDC SIDEWALK FEASIBILITY STUDY - COST ESTIMATE				
Phase I-A (Along 150)				
Item	Unit	Quantity	Unit Cost	Total Cost
10' Concrete Sidewalk (Class A Concrete, 4" Thick, with rebar or wire mesh and sand base)	LF	725	\$50.00	\$36,250.00
2' Rock Wall	LF	550	\$50.00	\$27,500.00
ADA Ramps	EA	9	\$4,000.00	\$36,000.00
Curb & Gutter (including Base)	LF	550	\$25.00	\$13,750.00
Curb Cut with Sidewalk Drain	EA	4	\$1,500.00	\$6,000.00
Traffic Control	EA	1	\$50,000.00	\$20,000.00
Testing (8%)				\$11,160.00
Project Management (5%)				\$6,975.00
Overhead (8%)				\$11,160.00
Total				\$168,795.00
Phase I-B (Along SH 71 Frontage Road)				
Item	Unit	Quantity	Unit Cost	Total Cost
10' Concrete Sidewalk (Class A Concrete, 4" Thick, with rebar or wire mesh and sand base)	LF	950	\$50.00	\$47,500.00
ADA Ramps	EA	13	\$4,000.00	\$52,000.00
Sidewalk Crossing over Existing Inlets	EA	4	\$1,000.00	\$4,000.00
Sidewalk Crossing over Existing Flume	EA	1	\$2,500.00	\$2,500.00
Demo Existing Headwall	EA	1	\$1,000.00	\$1,000.00
Extend 5'x5' Box Culvert	LF	14	\$530.00	\$7,420.00
Headwall (5'x5' Box Culvert)	EA	1	\$3,000.00	\$3,000.00
Handrail	LF	60	\$33.00	\$1,980.00
Traffic Control	EA	1	\$30,000.00	\$30,000.00
Testing (8%)				\$11,952.00
Project Management (5%)				\$7,470.00
Overhead (8%)				\$11,952.00
Total				\$180,774.00
Phase II (Water Street and Main Street)				
Item	Unit	Quantity	Unit Cost	Total Cost
10' Concrete Sidewalk (Class A Concrete, 4" Thick, with rebar or wire mesh and sand base)	LF	1400	\$50.00	\$70,000.00
Demo Existing 4' Sidewalk	LF	395	\$15.00	\$5,925.00
ADA Ramps	EA	6	\$4,000.00	\$24,000.00
Curb & Gutter (including Base)	LF	1400	\$25.00	\$35,000.00
Curb Cut with Sidewalk Drain	EA	5	\$1,500.00	\$7,500.00
Remove Existing Fence	EA	220	\$2.00	\$440.00
Rebuild Fence	LF	220	\$15.00	\$3,300.00
Pedestrian Improvements (X-ing, Flashing Warning Sign, etc.)	EA	1	\$6,500.00	\$6,500.00
Traffic Control	EA	1	\$25,000.00	\$25,000.00
Testing (8%)				\$14,213.20
Project Management (5%)				\$8,883.25
Overhead (8%)				\$14,213.20
Total				\$214,974.65

Sidewalk Bridge(Contech) = \$50000-\$60000
(Option not included in the total cost)

Notes:

- 1) All cost estimates presented in this Opinion of Probable Cost are Bowman Consultants' opinions of probable project, construction, and / or operation and maintenance costs. Cost estimates are made on the basis of our experience and represent our best judgment.
- 2) Bowman cannot guarantee that proposals, bids, or actual construction costs will not vary from estimates of project costs, construction, and / or operation and maintenance costs presented. The construction costs are based on recent construction bids for similar projects.
- 3) The estimates do not include inflation. The Owner should make his own allowances for contingencies and inflation.
- 4) The quantities shown in this cost estimate are approximate and were delineated in order to prepare as thorough an estimate as is possible. They were derived from the construction plans before City Submittal. Final quantities may vary from these after revision of construction plans per City comments for the project

BEDC SIDEWALK EXTENSION CONSTRUCTION PLAN BASTROP, TEXAS

PROJECT ADDRESS:

THIS PROJECT IS LOCATED AT THE INTERSECTION OF STATE HIGHWAY 71 AND 150 IN BASTROP, TX IN BASTROP COUNTY.



SITE LOCATION
SCALE: 1" = 250'

Sheet List Table	
Sheet #	Sheet Title
--	COVER SHEET
1	OVERALL SIDEWALK EXTENSION PLAN
2	SIDEWALK EXTENSION PLAN - SHEET 1 OF 6
3	SIDEWALK EXTENSION PLAN - SHEET 2 OF 6
4	SIDEWALK EXTENSION PLAN - SHEET 3 OF 6
5	SIDEWALK EXTENSION PLAN - SHEET 4 OF 6
6	SIDEWALK EXTENSION PLAN - SHEET 5 OF 6
7	SIDEWALK EXTENSION PLAN - SHEET 6 OF 6
8	CONSTRUCTION DETAILS 1 OF 2
9	CONSTRUCTION DETAILS 2 OF 2

PROJECT
LOCATION
PHASE-IA

PROJECT
LOCATION
PHASE-IB

PROJECT
LOCATION
PHASE-II

DEVELOPER:
BASTROP ECONOMIC DEVELOPMENT CORP

ENGINEER:
BOWMAN CONSULTING GROUP, LTD
1120 S. Capital of Texas Hwy,
Building 3, Suite 220
Austin, Texas 78746
[Tel] 512.327.1180
[Fax] 512.327.4062

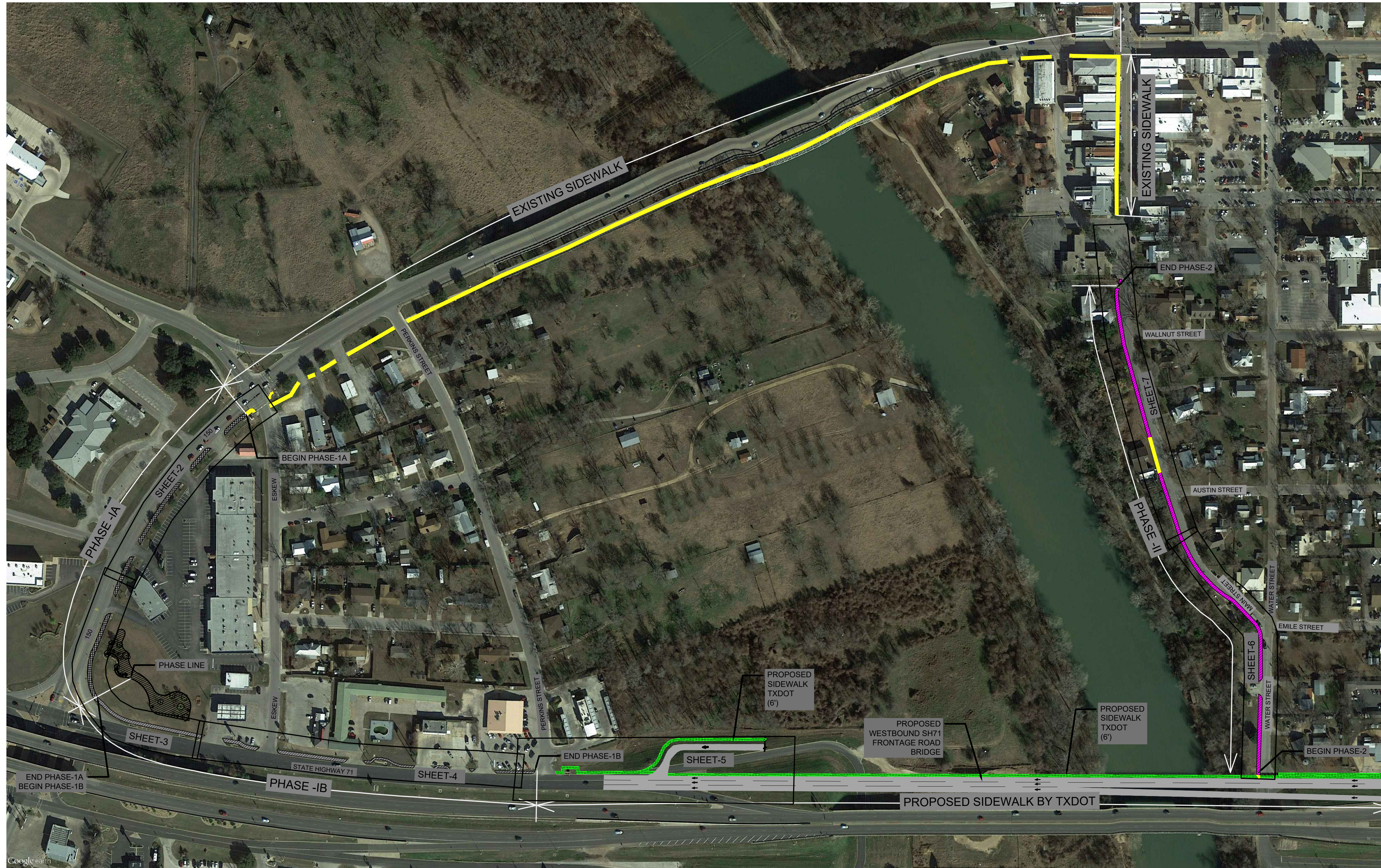
SURVEYOR:
BOWMAN CONSULTING GROUP, LTD
1120 S. Capital of Texas Hwy
Building 3, Suite 120
Austin, Texas 78746
[Tel] 512.327.1180
[Fax] 512.327.4062

SUBMITTED FOR APPROVAL BY:
FOR REVIEW ONLY

EREN ULUSOY, P.E. (# 122168)

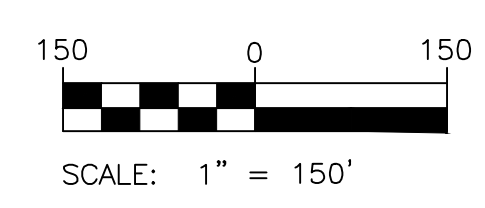
DATE





LEGEND

- PROPOSED SIDEWALK BY BEDC (10')- PHASE- I A
- PROPOSED SIDEWALK BY BEDC (6'-10')- PHASE- I B
- PROPOSED SIDEWALK BY BEDC (6'-10')- PHASE II
- PROPOSED SIDEWALK TXDOT (6')
- EXISTING SIDEWALK



REVISION	DESCRIPTION	DATE

OVERALL SIDEWALK EXTENSION PLAN
 BASTROP ECONOMIC DEVELOPMENT CORP
 SIDEWALK EXTENSION CONSTRUCTION PLAN
 BASTROP COUNTY, TX
 TEXAS

- NOTE--
- THE CONSTRUCTION SHOULD COMPLY WITH THE 2014 TXDOT SPECIFICATIONS.
 - AERIAL IMAGE WAS TAKEN FROM GOOGLE EARTH ON 05/08/2017.

NOTE:
 THESE PLANS AND SPECIFICATIONS INCLUDE PROPRIETARY INFORMATION. REPRODUCTION OF THESE PLANS AND SPECIFICATIONS IS NOT AUTHORIZED WITHOUT THE WRITTEN CONSENT OF BOWMAN CONSULTING GROUP, LTD.
 BEFORE DIGGING CALL "TEXAS EXCAVATION SAFETY SYSTEM" AT 811

DESIGN EU	DRAWN RB	CHKD EU
SCALE H: V:	JOB No. 070206-01-002	
DATE : 05/15/2017	SHEET	
1	OF	9

Bowman
 CONSULTING
 Phone: (512) 327-1180
 Fax: (512) 327-4062
 1120 S. Capital of Texas Hwy.
 Building 3, Suite 220
 Austin, Texas 78746
 www.bowmanconsulting.com

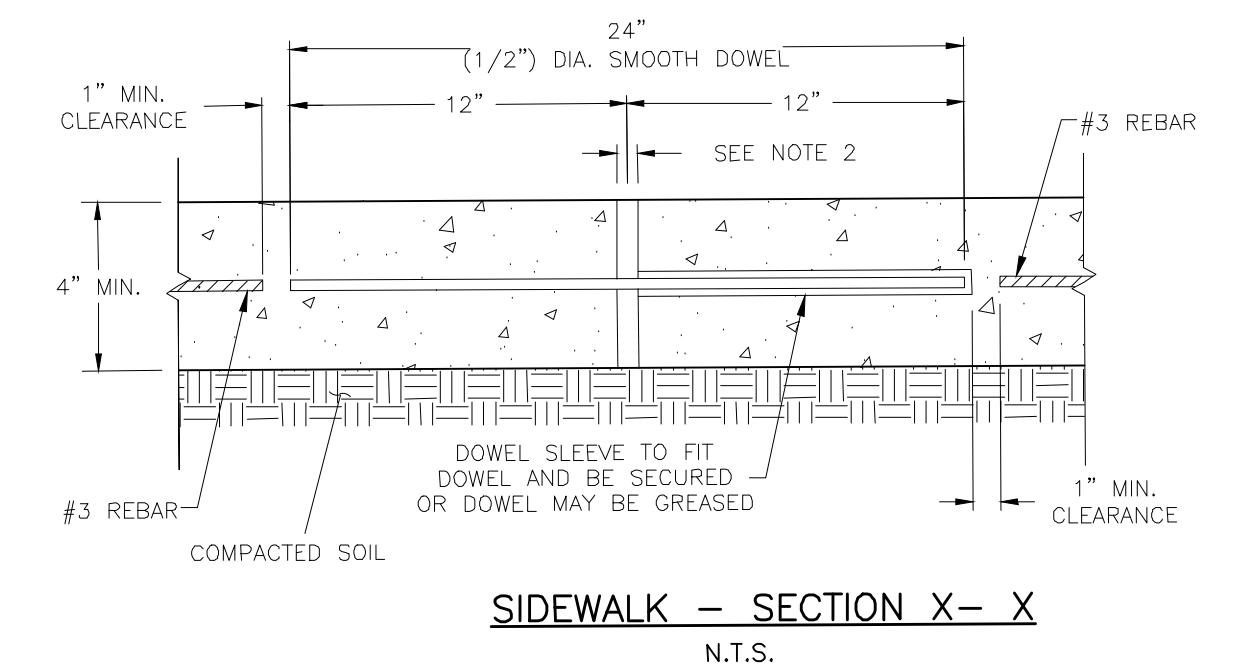
P:\072026 - Bastrop Economic Development Corp\072026-01-002 (ENG) - Sidewalk Route Feasibility Study\Engineering\Plans\Construction Plan\072026-01-002 - CONSTRUCTION PLAN.dwg - SIDEWALK EXTENSION PLAN - SHEET 1 OF 6, December 20, 2017, 9:29 AM, eulasy



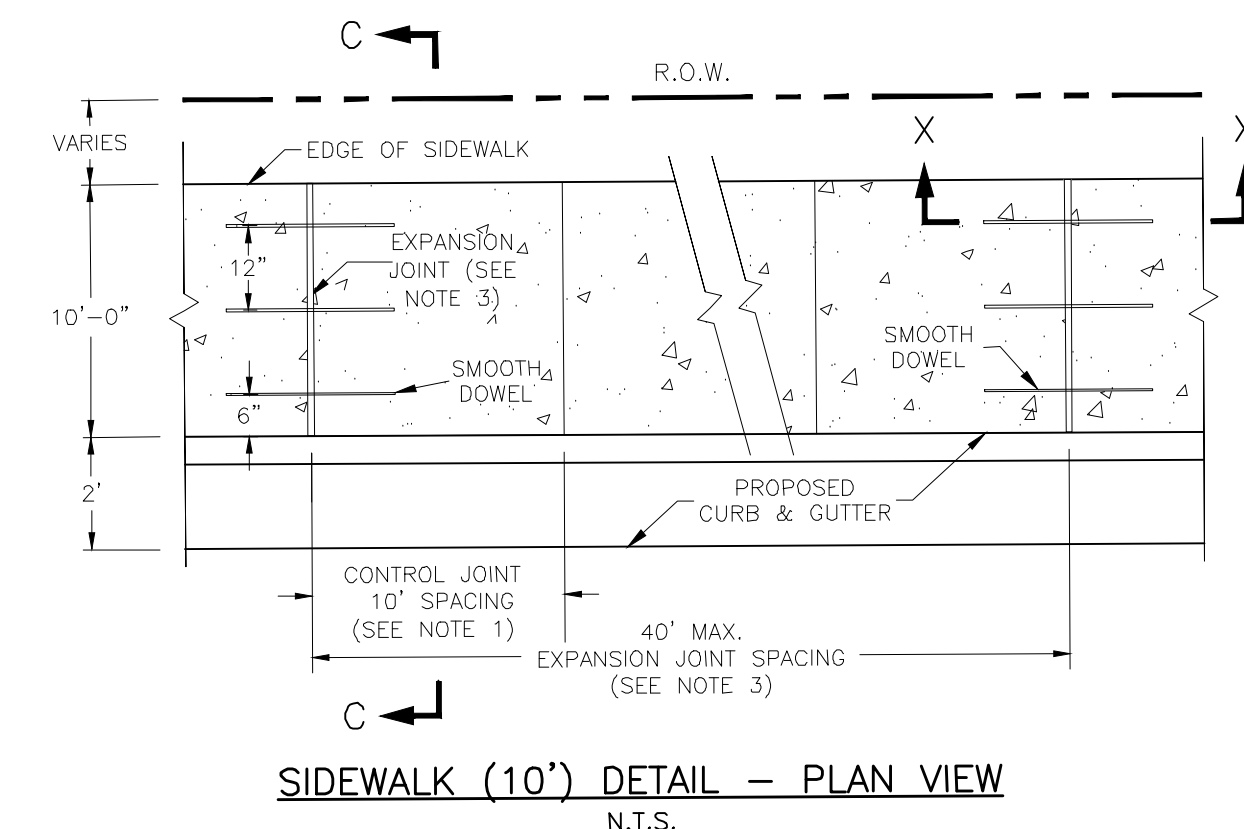
LEGEND

- PROPOSED SIDEWALK BY BEDC (10') - PHASE- 1A
- PROPOSED SIDEWALK BY BEDC (6'-10')- PHASE- 1B
- PROPOSED SIDEWALK BY BEDC (6'-10')- PHASE II
- PROPOSED SIDEWALK TXDOT (6')
- EXISTING SIDEWALK

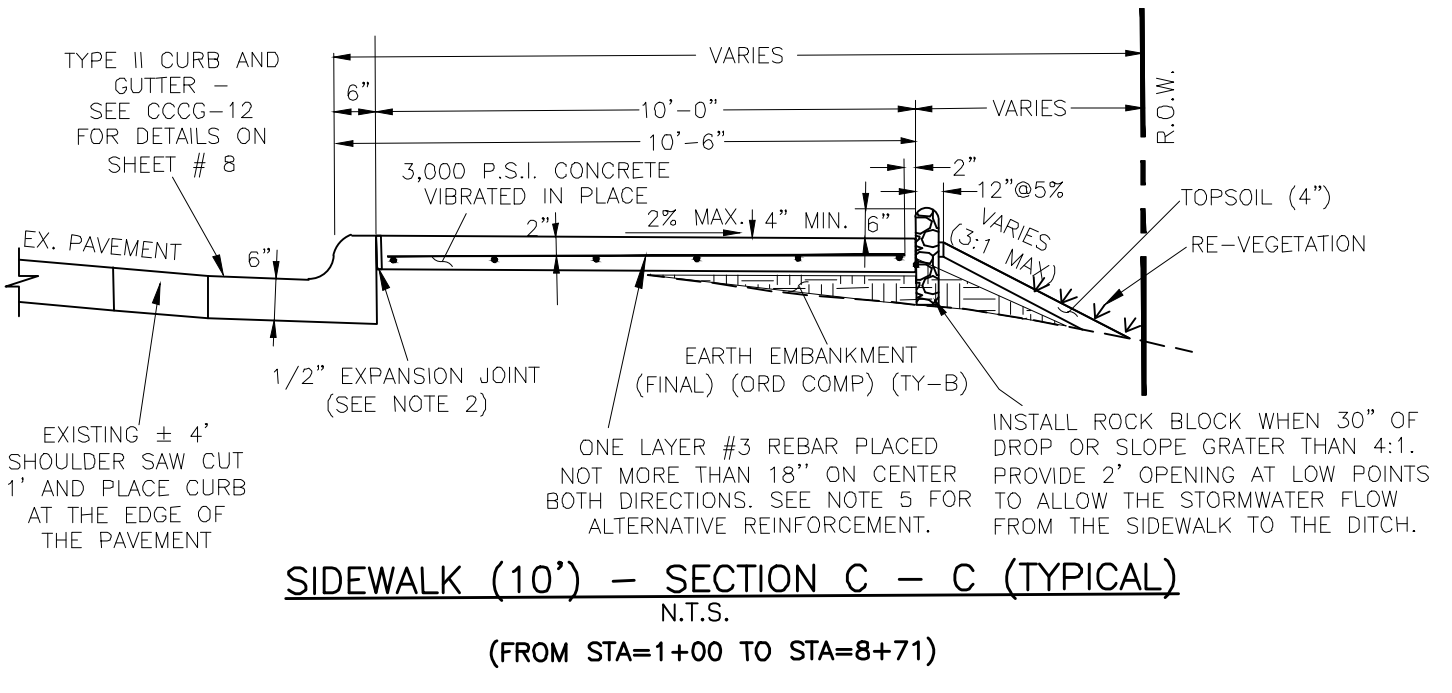
- NOTES:**
1. THE CONSTRUCTION SHOULD COMPLY WITH THE 2014 TXDOT SPECIFICATIONS.
 2. AERIAL IMAGE WAS TAKEN FROM GOOGLE EARTH ON 05/08/2017.



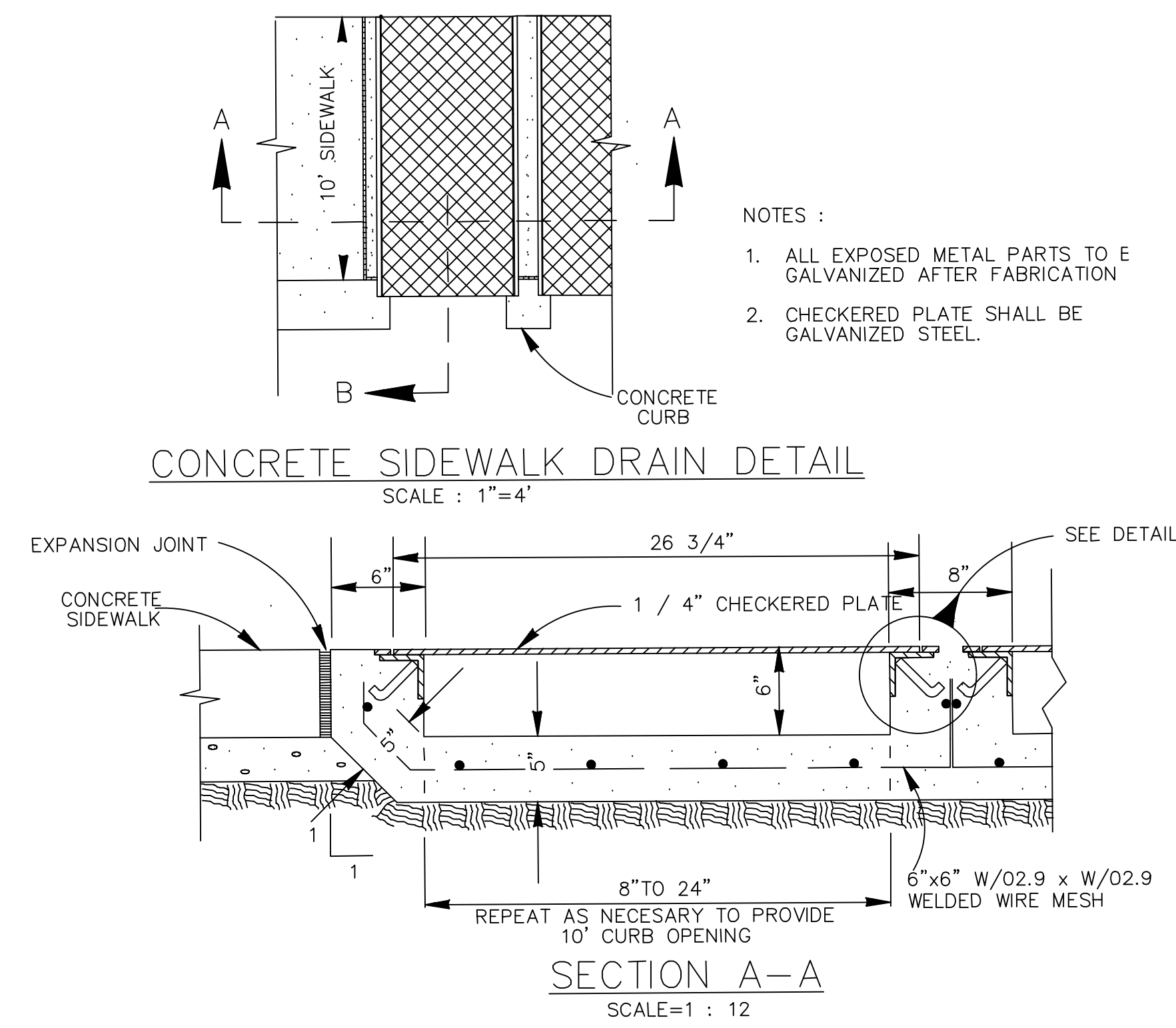
- NOTES:**
1. CONTROL JOINTS SHALL BE 1/4 INCH WIDE AND 3/4 INCH DEEP TOOLED OR SAW CUT INTO SIDEWALK. THEY SHALL BE SEALED USING CLASS B SELF-LEVELING, LOW MODULUS SILICONE OR POLYURETHANE FOR PORTLAND CEMENT.
 2. LONGITUDINAL EXPANSION JOINT BETWEEN CURB AND SIDEWALK SHALL BE 1/2 INCH WIDE. THE SEALANT SHALL BE CLASS B SELF-LEVELING, LOW MODULUS SILICONE OR POLYURETHANE FOR PORTLAND CEMENT.
 3. 3/4" REDWOOD EXPANSION JOINTS FOR SIDEWALK SHALL HAVE A MAXIMUM 40'-0" SPACING. EXPANSION JOINTS SHALL INCLUDE SMOOTH DOWELS CENTERED TO THE JOINT AT 12" C-C.
 4. TRANSVERSE EXPANSION JOINTS ALONG THE CURB SHALL BE AS SPECIFIED IN TXDOT STANDARD CCCG-12. THE MAXIMUM SPACING SHALL BE 40'-0" FEET. THE SEALANT MATERIAL SHALL BE CLASS B SELF-LEVELING, LOW MODULUS SILICONE OR POLYURETHANE FOR PORTLAND CEMENT. ALTERNATIVELY 1/2" ASPHALT BOARD CAN BE USED.
 5. RAMP AT INTERSECTION SHALL FOLLOW TXDOT DETAIL PED-12A.
 6. MATERIALS AND CONSTRUCTION SHALL BE IN ACCORDANCE WITH TXDOT SPECIFICATION.
 7. THE COMPACTION OF THE SIDEWALK SUBGRADE SHALL BE CHECKED BY PROOF-ROLLING TEST AS SPECIFIED IN TXDOT SPECIFICATIONS - ITEM 216. IF SOFT SUBGRADE SPOTS ARE DETECTED THEY SHALL BE CORRECTED BEFORE PLACEMENT OF CONCRETE OR EARTH-FILL MATERIAL.
 8. ALL DISTURBED AREAS TO BE REVEGETATED IN ACCORDANCE WITH TXDOT SPECIFICATIONS. PERMANENT VEGETATIVE COVER MUST ARCHIVE 70% COVERAGE PRIOR TO PROJECT ACCEPTANCE. SOIL RETENTION BLANKETS TO BE USED PER PLAN (SEE EROSION & SEDIMENTATION CONTROL PLAN)
 9. PLACE A 1/4" TOOLED RADIUS AT ALL EXPOSED CONCRETE EDGES.
 10. 1/2 INCH EXPANSION JOINT SHALL BE PLACED AROUND ALL INLETS. THE SEALANT SHALL BE CLASS B SELF-LEVELING, LOW MODULUS SILICONE OR POLYURETHANE FOR PORTLAND CEMENT.



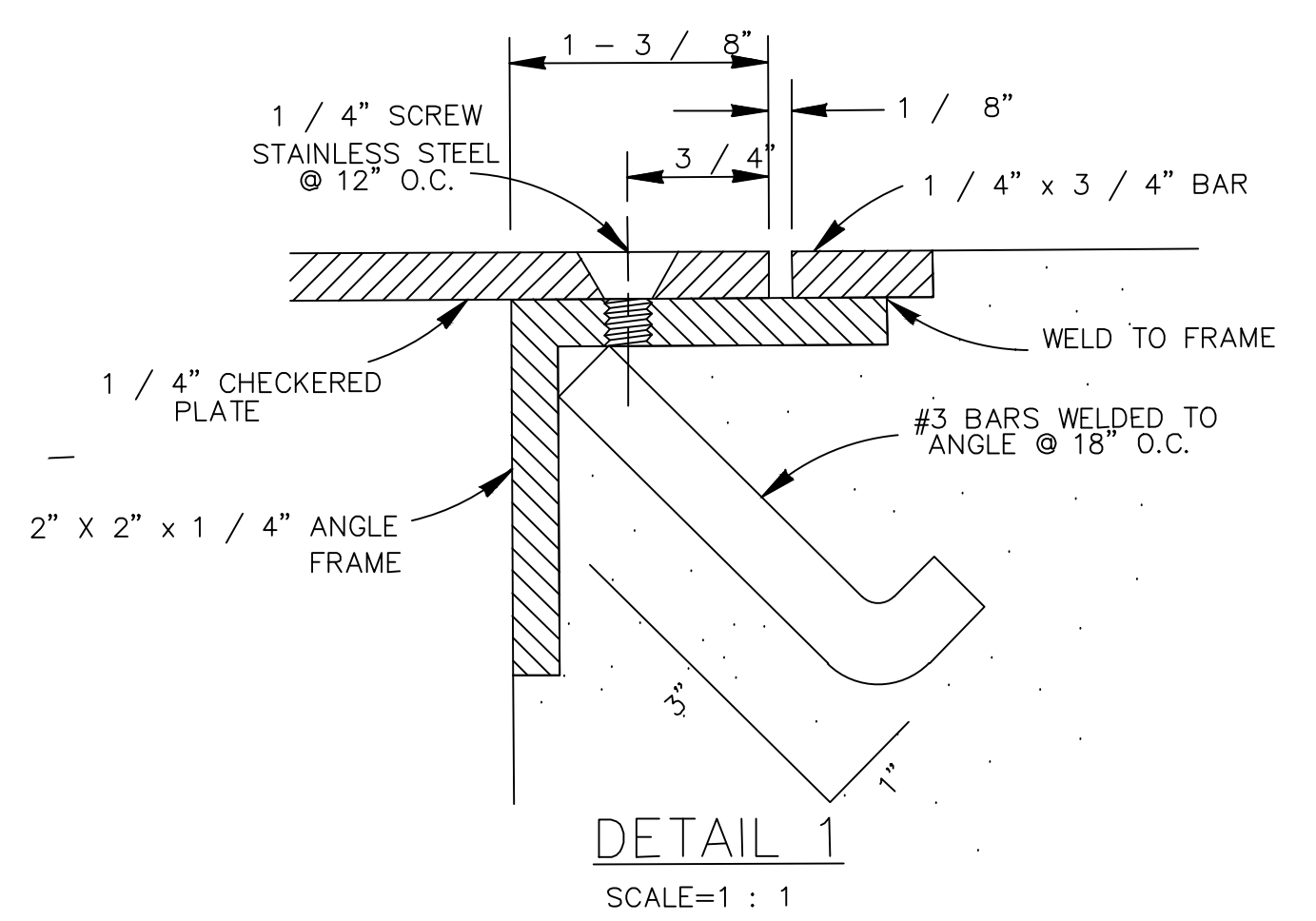
- NOTES FOR REBAR PLACEMENT:**
1. REINFORCEMENT SHALL BE ACCURATELY PLACED AT SLAB MID-DEPTH AND HELD FIRMLY IN PLACE BY MEANS OF BAR SUPPORTS OF ADEQUATE STRENGTH AND NUMBER THAT WILL PREVENT DISPLACEMENT AND KEEP THE STEEL AT ITS PROPER POSITION DURING THE PLACEMENT OF THE P.C. CONCRETE.
 2. IN NO INSTANCE SHALL THE STEEL BE PLACED DIRECTLY ON THE SUBGRADE, SAND CUSHION LAYER OR CLOSER THAN 2" TO THE OUT SIDE EDGE OF THE CONCRETE.
 3. ALL REINFORCING STEEL SHALL BE GRADE 60.
 4. ALL CONCRETE SHALL BE CLASS "C" AND SHALL HAVE A MINIMUM COMPRESSIVE STRENGTH OF 3600 PSI.
 5. WELDED WIRE REINFORCEMENT 6"x 6" W/1.4 x w/1.4 SHALL BE ALLOWED IN PLACE OF #3 REBAR NOT MORE THAN 18" ON CENTER BOTH DIRECTIONS.



CONCRETE SIDEWALK DETAIL



- NOTES:**
1. ALL EXPOSED METAL PARTS TO BE GALVANIZED AFTER FABRICATION
 2. CHECKERED PLATE SHALL BE GALVANIZED STEEL.



- NOTES:**
1. THE CONSTRUCTION SHOULD COMPLY WITH THE 2014 TXDOT SPECIFICATIONS.
 2. AERIAL IMAGE WAS TAKEN FROM GOOGLE EARTH ON 05/08/2017.

NOTE:
THESE PLANS AND SPECIFICATIONS INCLUDE PROPRIETARY INFORMATION. REPRODUCTION OF THESE PLANS AND SPECIFICATIONS IS NOT AUTHORIZED WITHOUT THE WRITTEN CONSENT OF BOWMAN CONSULTING GROUP, LTD.

BEFORE DIGGING CALL "TEXAS EXCAVATION SAFETY SYSTEM" AT 811

REVISIONS	DATE	DESCRIPTION

SIDEWALK EXTENSION PLAN - SHEET 1 OF 6

BASTROP ECONOMIC DEVELOPMENT CORP
SIDEWALK EXTENSION CONSTRUCTION PLAN
BASTROP COUNTY, TX

THIS DOCUMENT IS RELEASED FOR THE PURPOSE OF REVIEW UNDER AUTHORITY OF EREN ULUSOY, P.E. 122168 ON 12/20/2017. IT IS NOT TO BE USED FOR CONSTRUCTION PURPOSES.

DESIGN	DRAWN	CHKD
EU	RB	EU

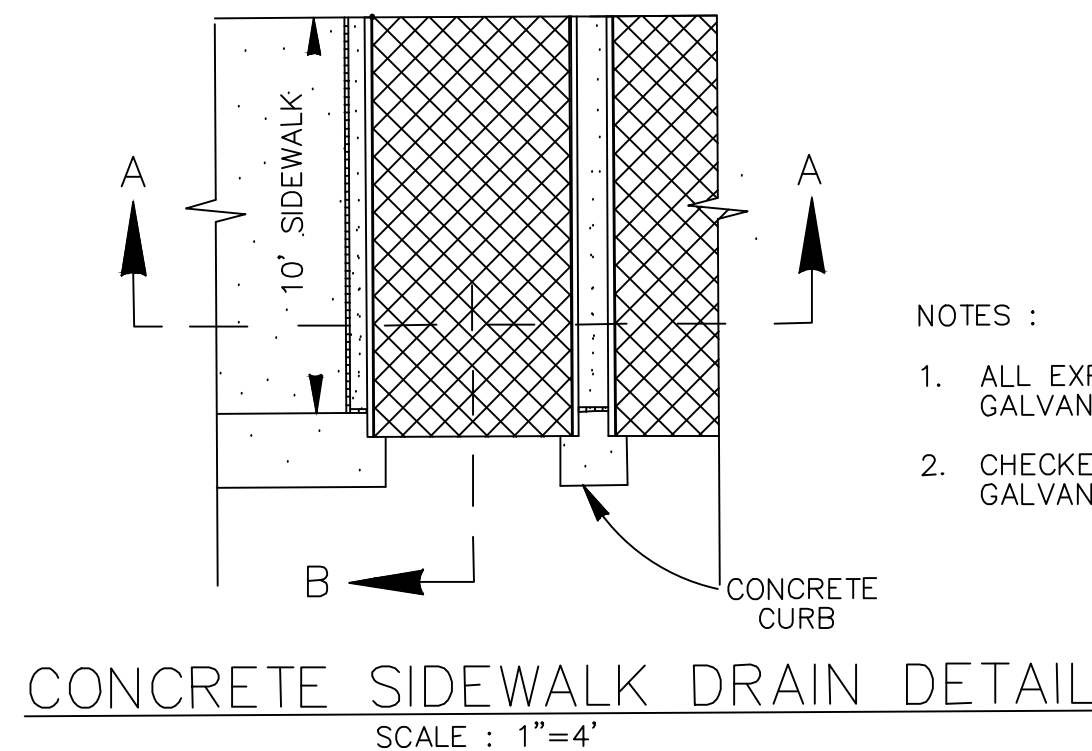
SCALE: H: V:
JOB No. 072026-01-002
DATE: 05/15/2017
SHEET 2 OF 9

Bowman
CONSULTING

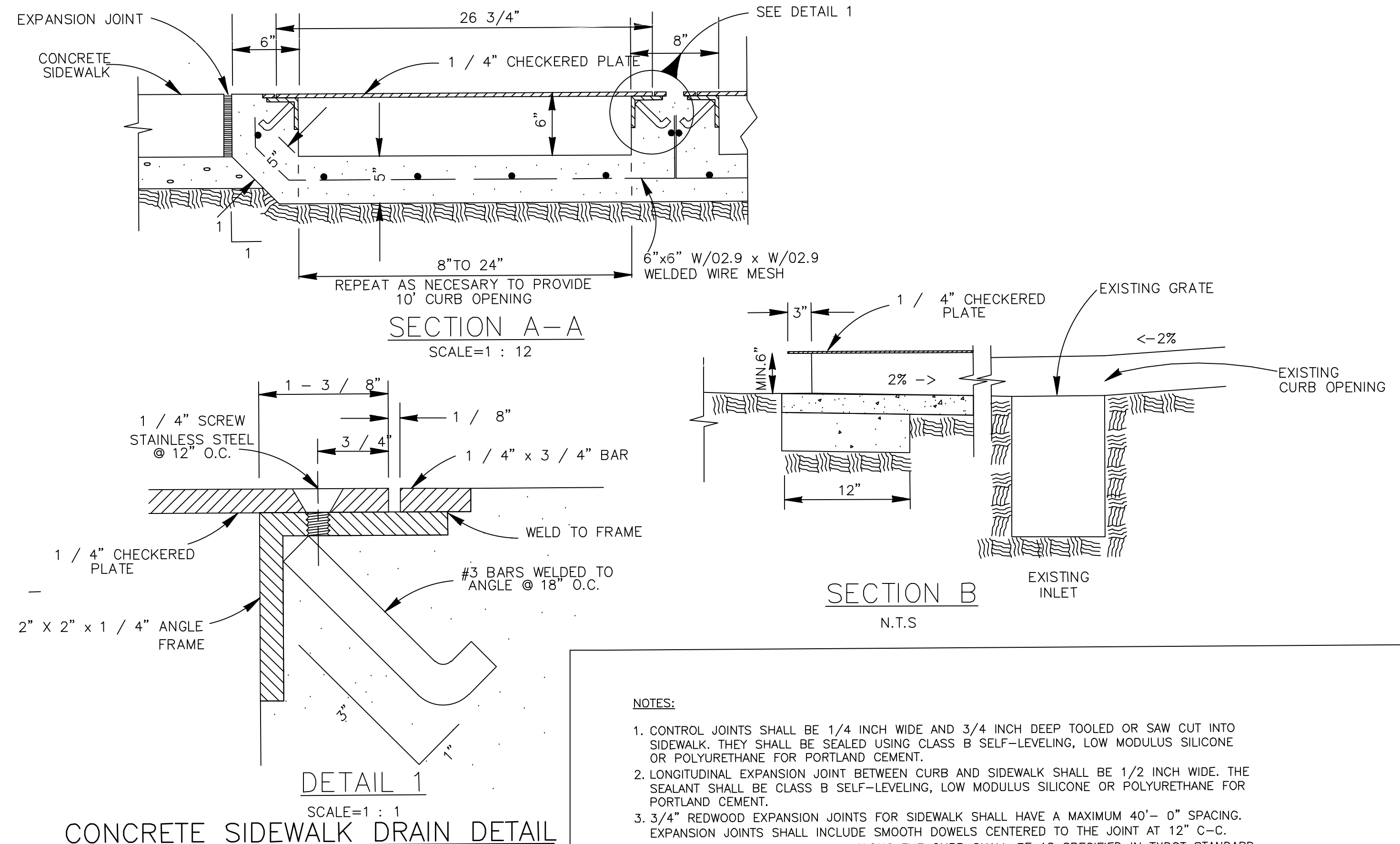
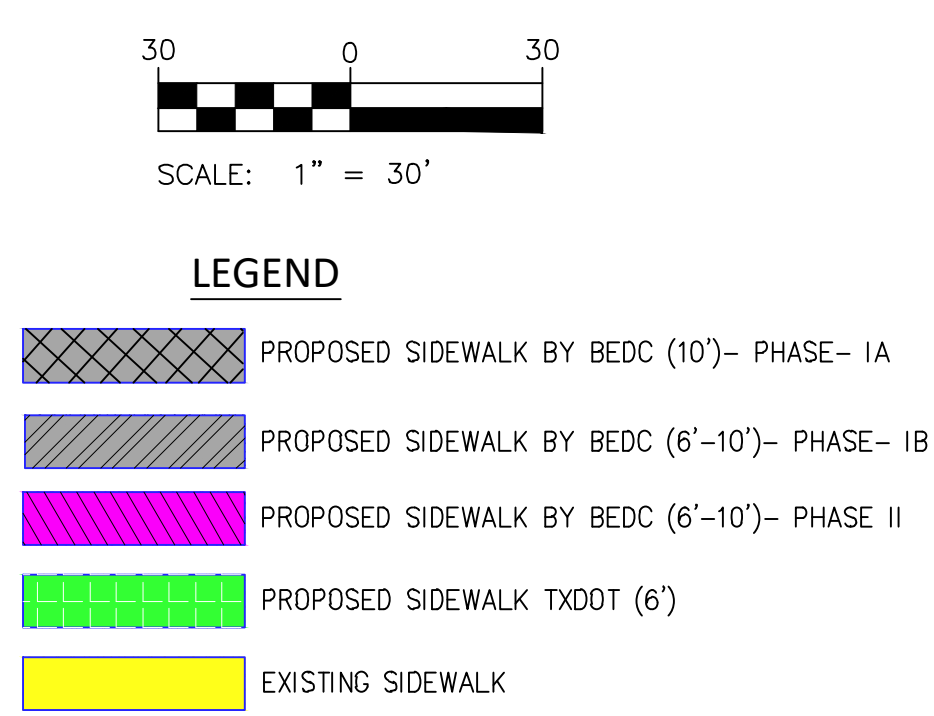
1120 S. Capital of Texas Hwy.
Building 3, Suite 220
Austin, Texas 78746

Phone: (512) 327-1180
Fax: (512) 327-4062
www.bowmanconsulting.com

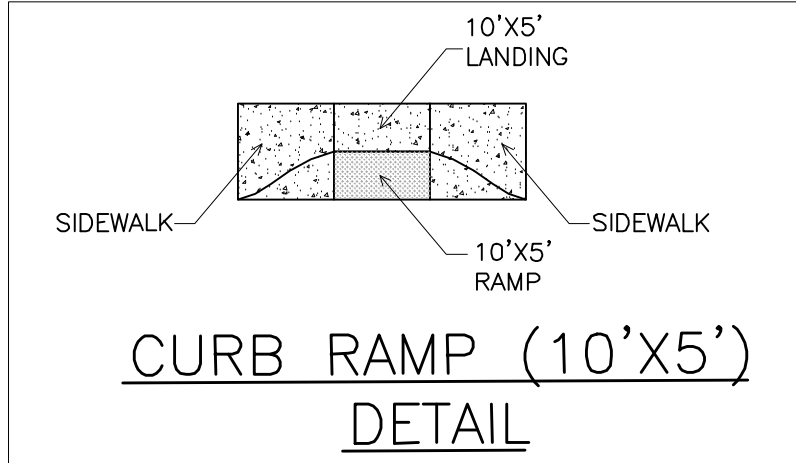
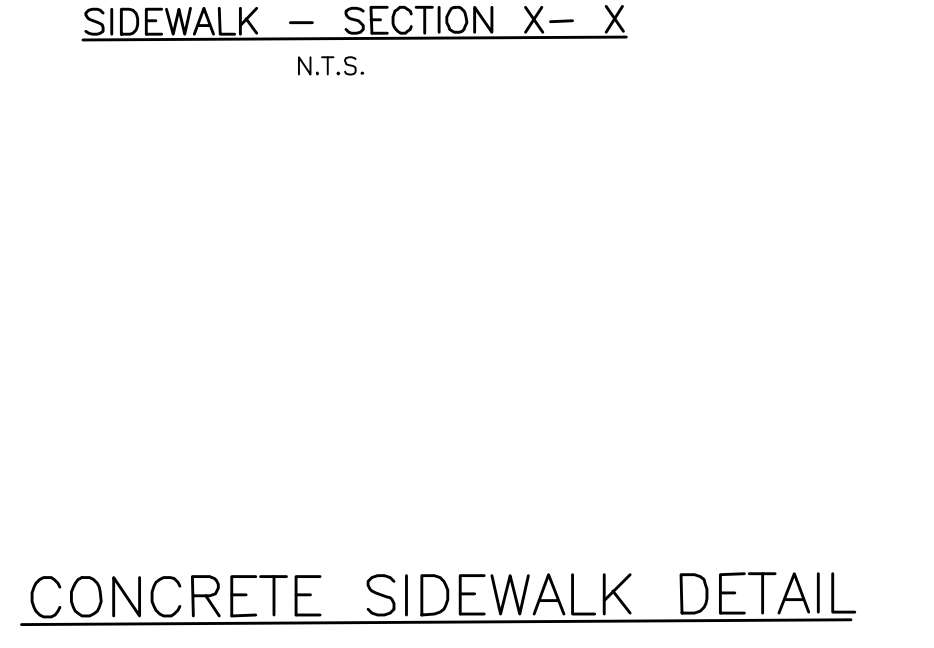
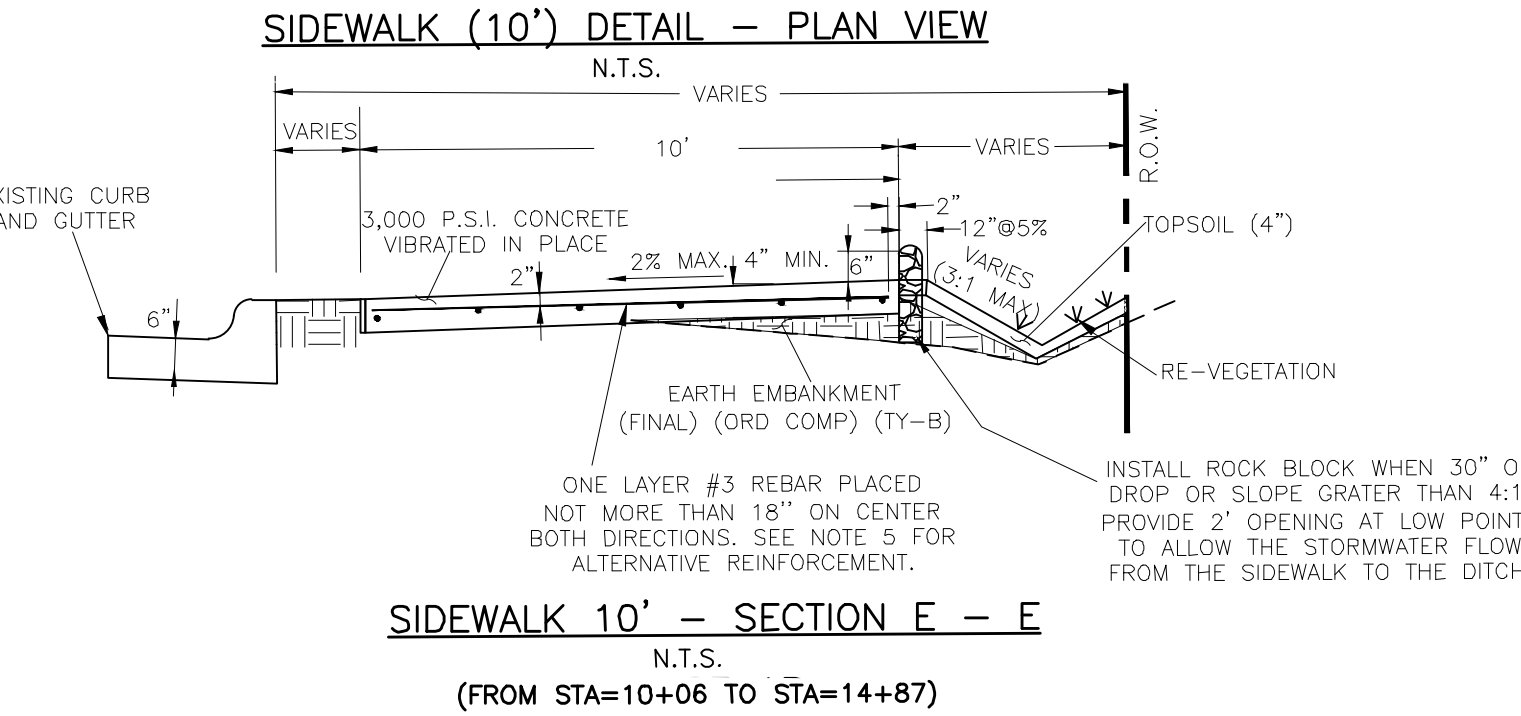
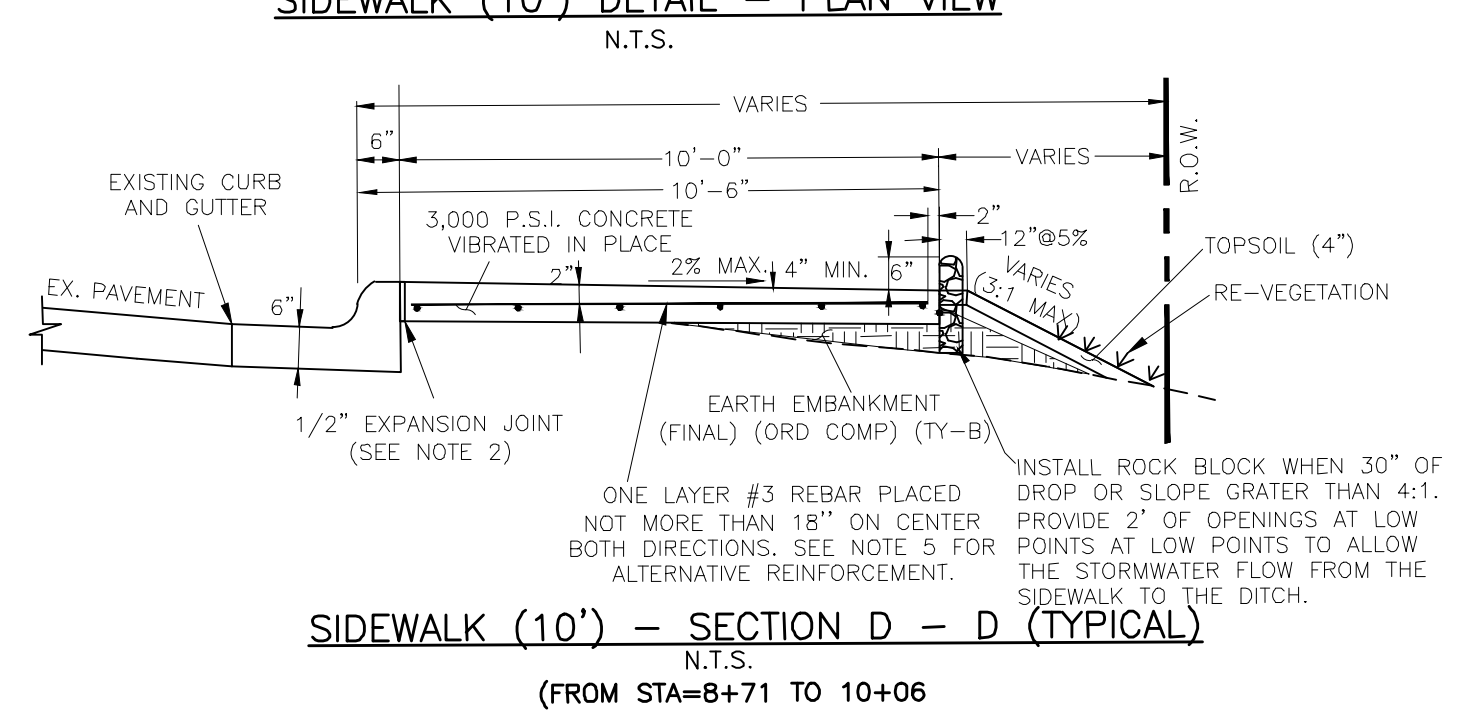
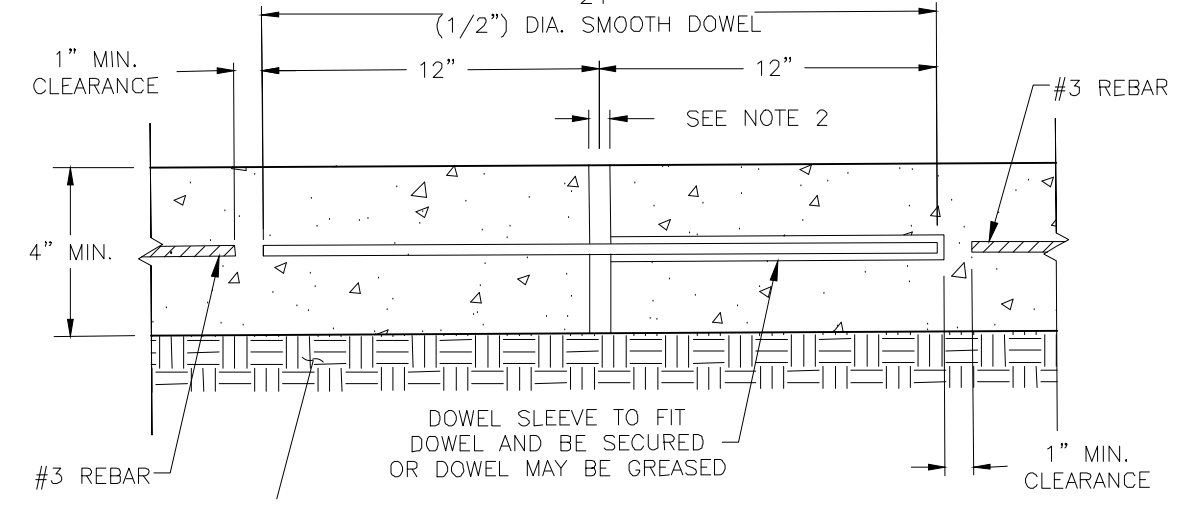
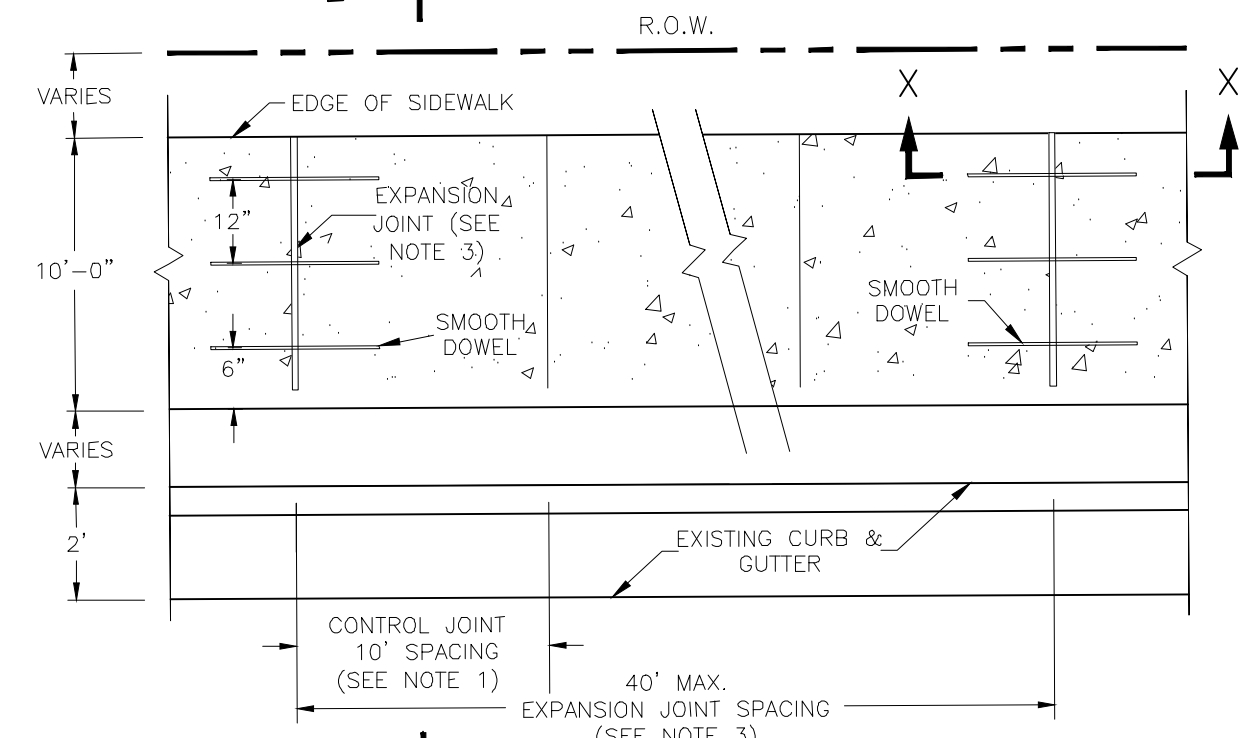
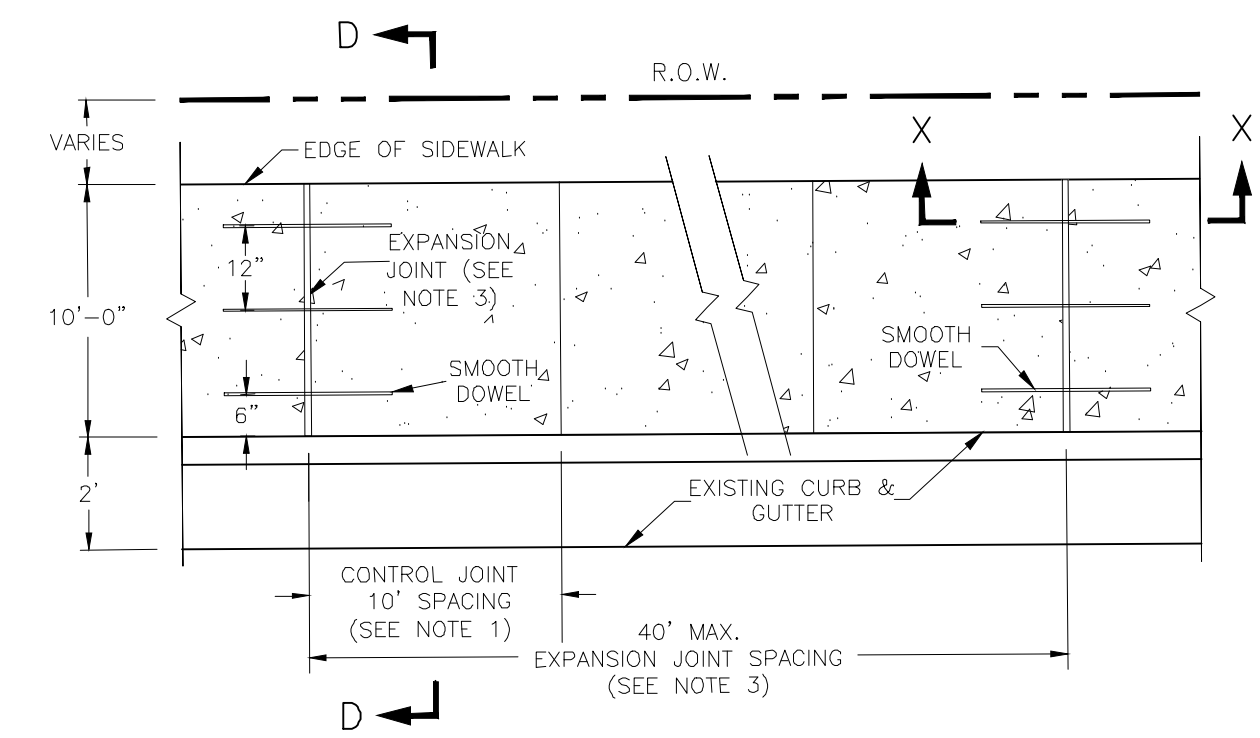
P:\072026 - Bastrop Economic Development Corp\072026-01-002 (ENG) - Sidewalk Route Feasibility Study\Engineering\Plans\Construction Plan\072026-01-002 - CONSTRUCTION PLAN.dwg - SIDEWALK EXTENSION PLAN - SHEET 2 OF 6 - December 20, 2017, 9:29 AM, eulasy



- NOTES:
1. ALL EXPOSED METAL PARTS TO BE GALVANIZED AFTER FABRICATION
 2. CHECKERED PLATE SHALL BE GALVANIZED STEEL.



- NOTES:
1. CONTROL JOINTS SHALL BE 1/4 INCH WIDE AND 3/4 INCH DEEP TOOLED OR SAW CUT INTO SIDEWALK. THEY SHALL BE SEALED USING CLASS B SELF-LEVELING, LOW MODULUS SILICONE OR POLYURETHANE FOR PORTLAND CEMENT.
 2. LONGITUDINAL EXPANSION JOINT BETWEEN CURB AND SIDEWALK SHALL BE 1/2 INCH WIDE. THE SEALANT SHALL BE CLASS B SELF-LEVELING, LOW MODULUS SILICONE OR POLYURETHANE FOR PORTLAND CEMENT.
 3. 3/4\"/>



- NOTES:
1. THE CONSTRUCTION SHOULD COMPLY WITH THE 2014 TXDOT SPECIFICATIONS.
 2. AERIAL IMAGE WAS TAKEN FROM GOOGLE EARTH ON 05/08/2017.
- NOTE:
THESE PLANS AND SPECIFICATIONS INCLUDE PROPRIETARY INFORMATION. REPRODUCTION OF THESE PLANS AND SPECIFICATIONS IS NOT AUTHORIZED WITHOUT THE WRITTEN CONSENT OF BOWMAN CONSULTING GROUP, LTD.
- BEFORE DIGGING CALL "TEXAS EXCAVATION SAFETY SYSTEM" AT 811

REVISION	DESCRIPTION	DATE

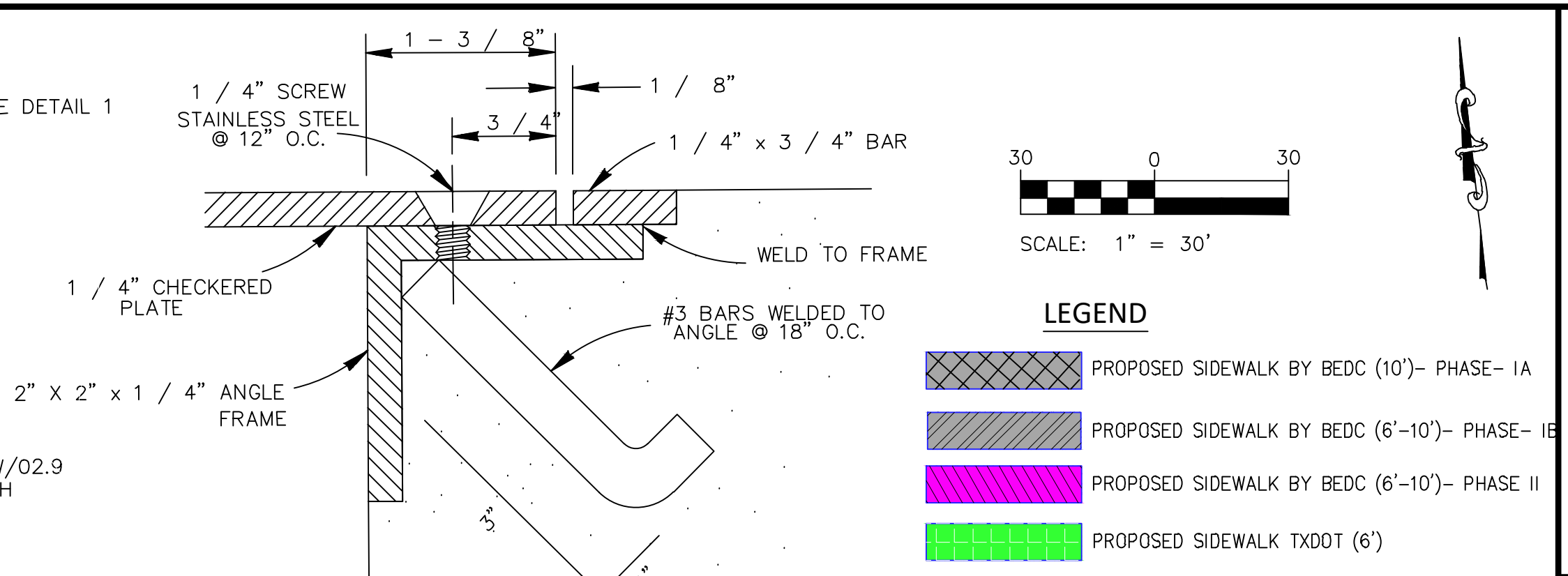
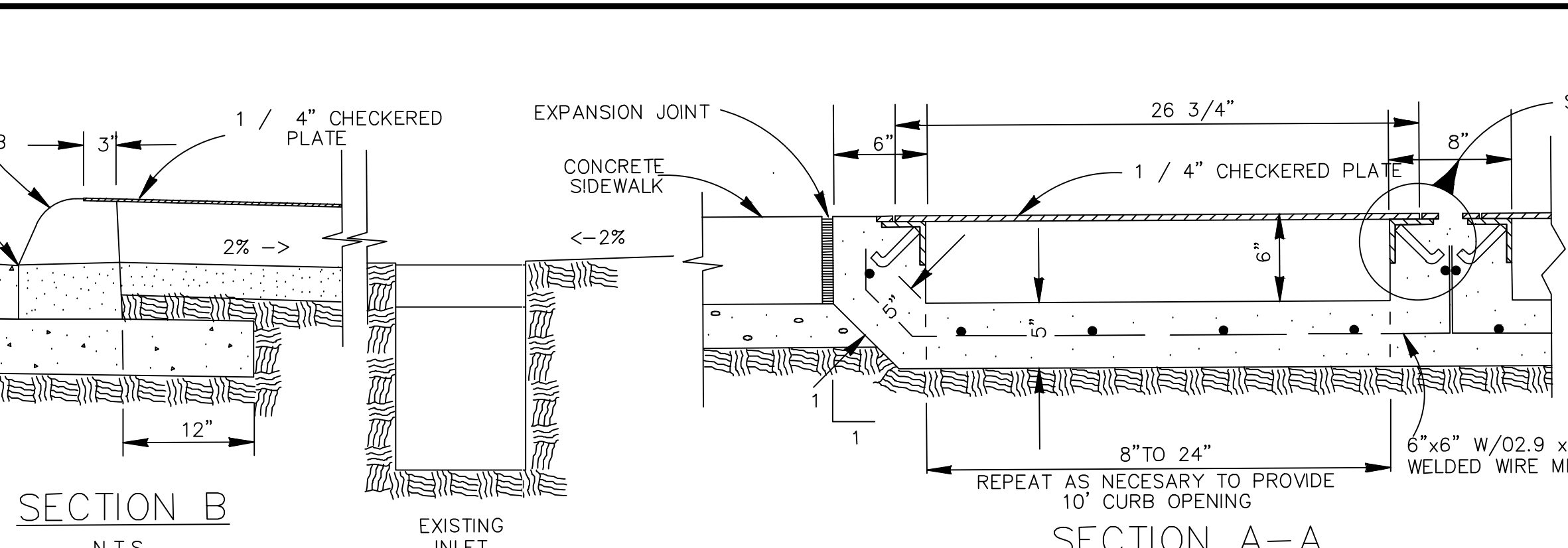
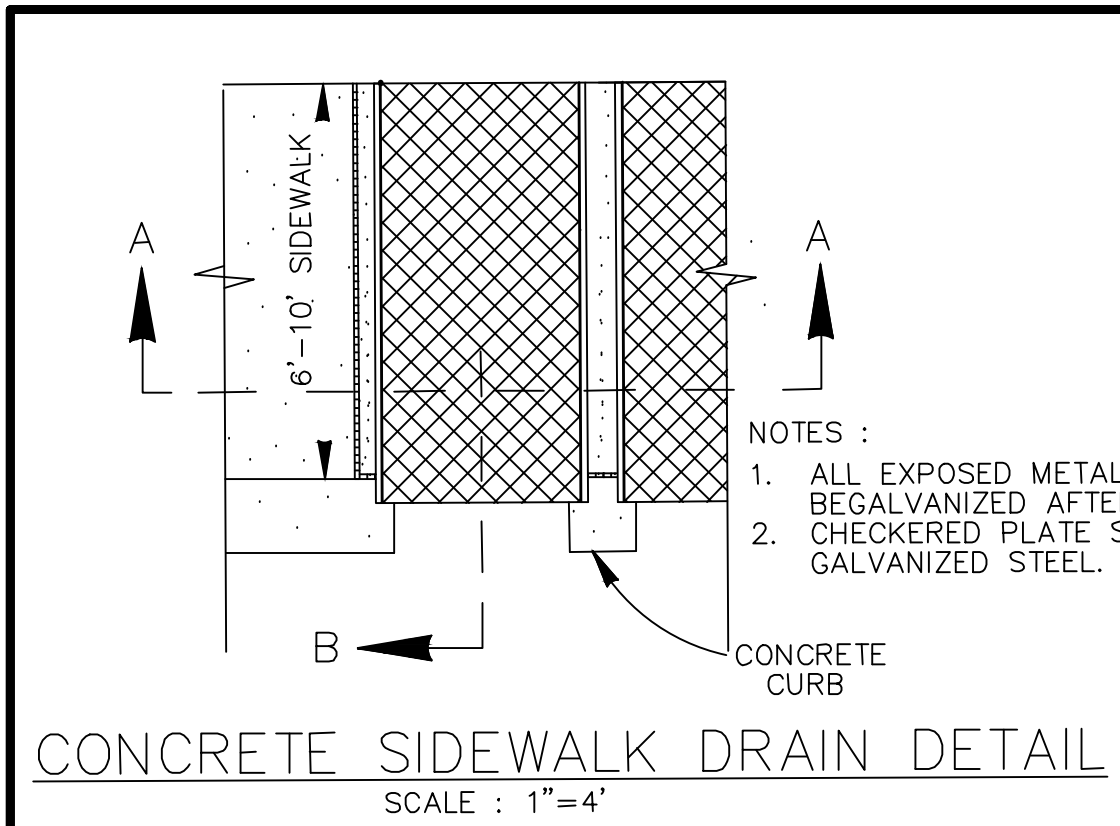
SIDEWALK EXTENSION PLAN - SHEET 2 OF 6
 BASTROP ECONOMIC DEVELOPMENT CORP
 SIDEWALK EXTENSION CONSTRUCTION PLAN
 BASTROP COUNTY, TX

DESIGN EU	DRAWN RB	CHKD EU
SCALE H: V:	JOB NO. 072026-01-002	SHEET 3 OF 9
DATE 05/15/2017	THIS DOCUMENT IS RELEASED FOR THE PURPOSE OF REVIEW UNDER AUTHORITY OF EREN ULUSOY, P.E. 122168 ON 12/20/2017. IT IS NOT TO BE USED FOR CONSTRUCTION PURPOSES.	

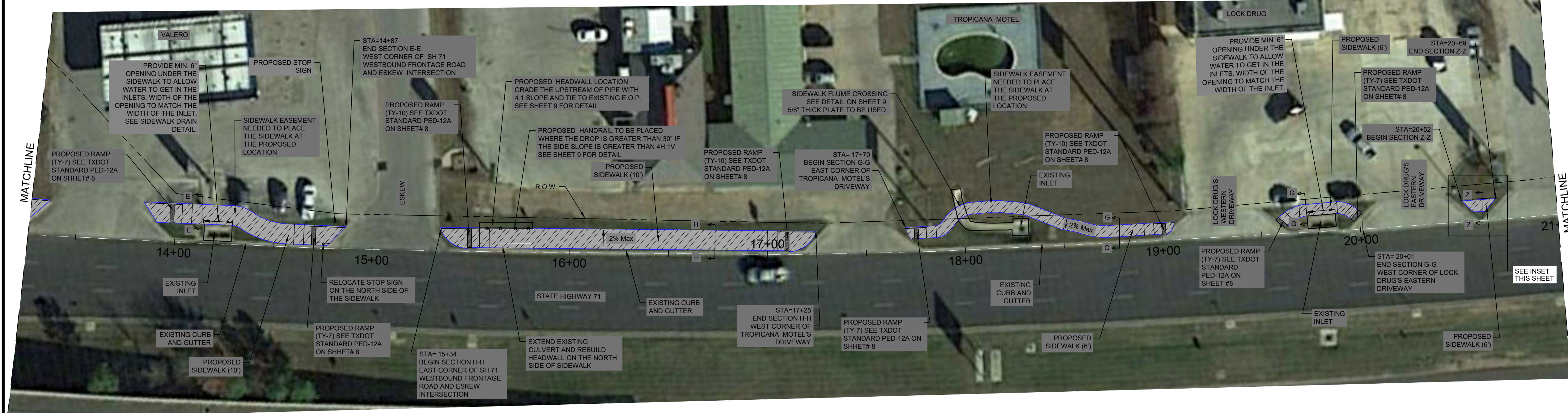
Bowman
 CONSULTING

1120 S. Capital of Texas Hwy.
 Building 3, Suite 220
 Austin, Texas 78748

Phone: (512) 327-1180
 Fax: (512) 327-4062
 www.bowmanconsulting.com

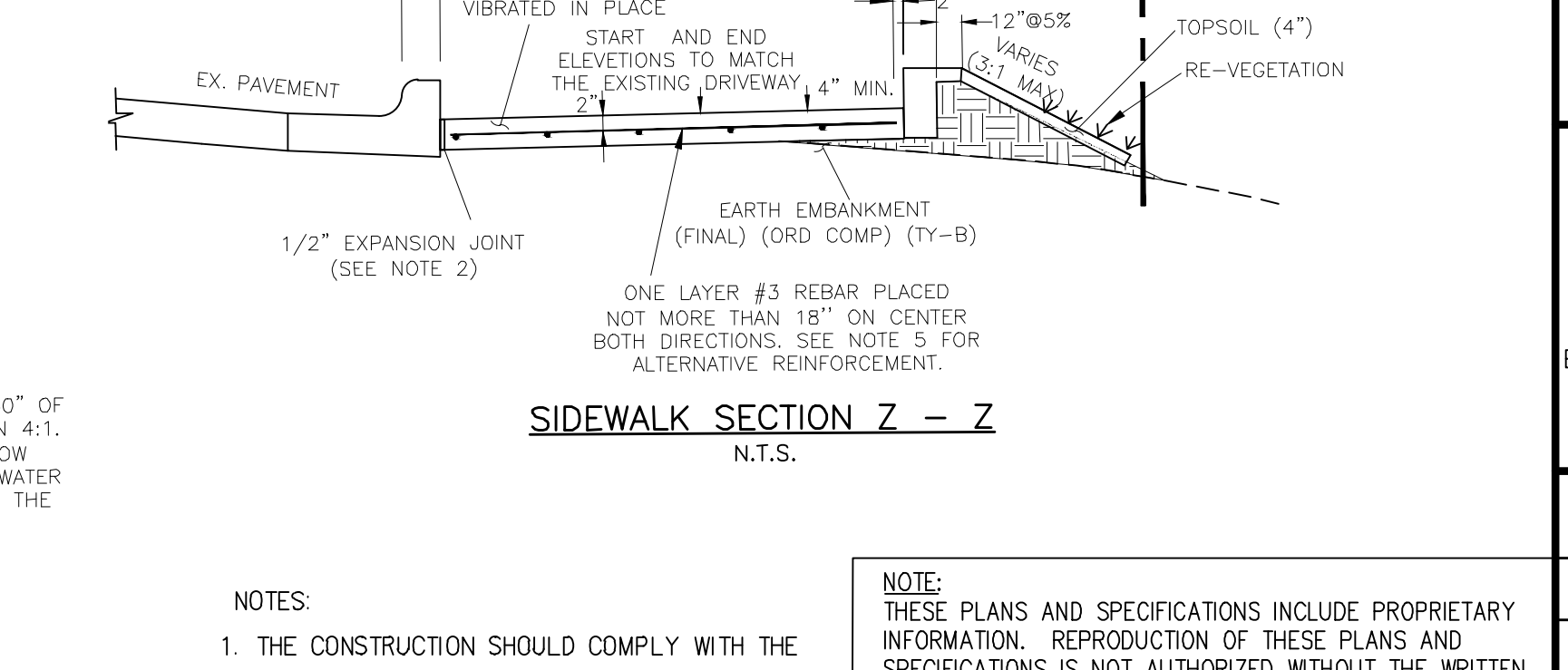
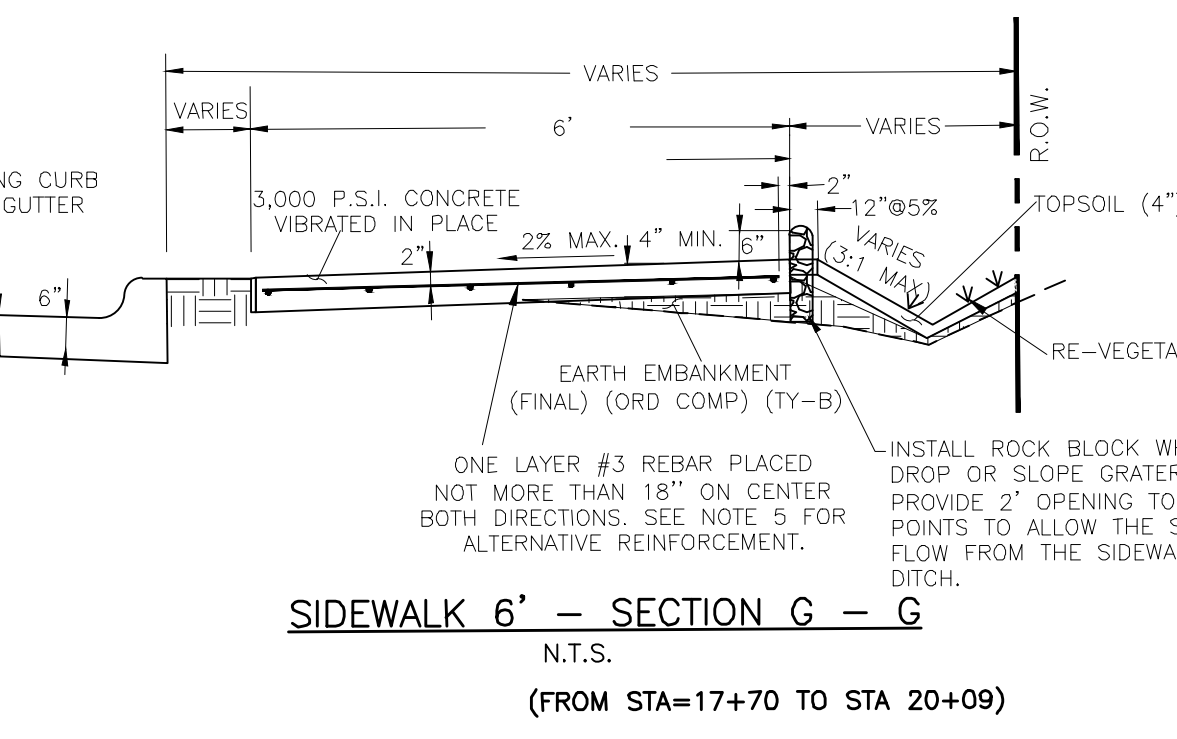
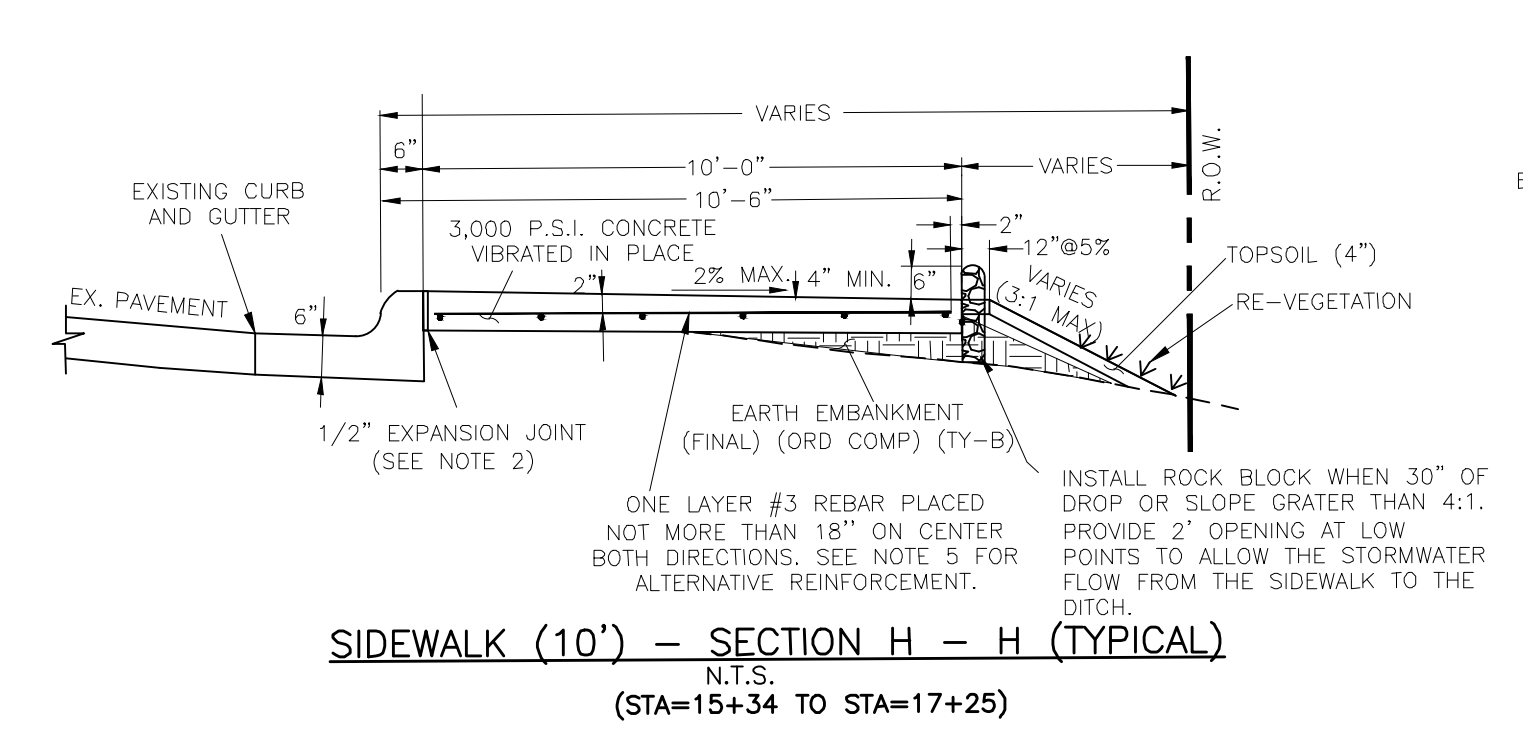
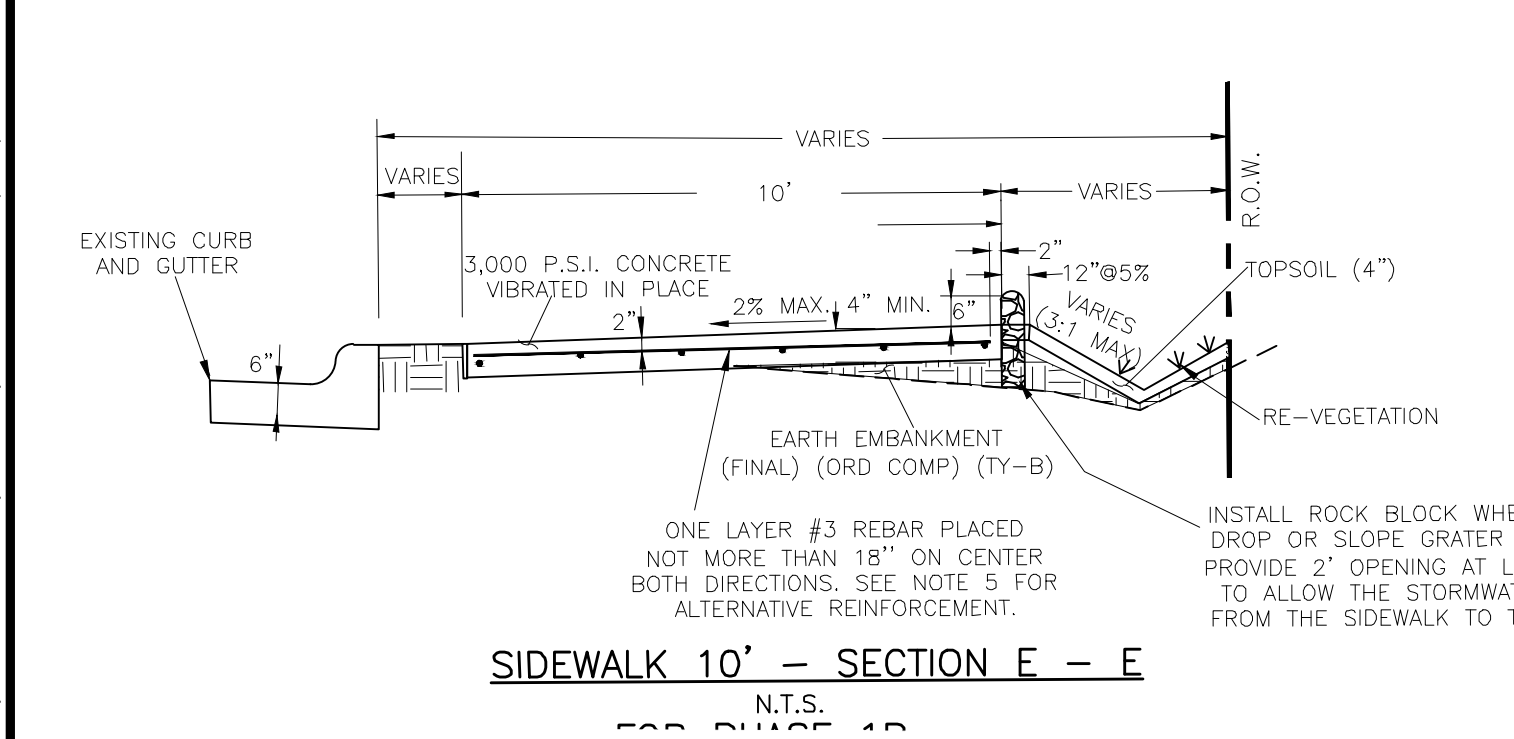
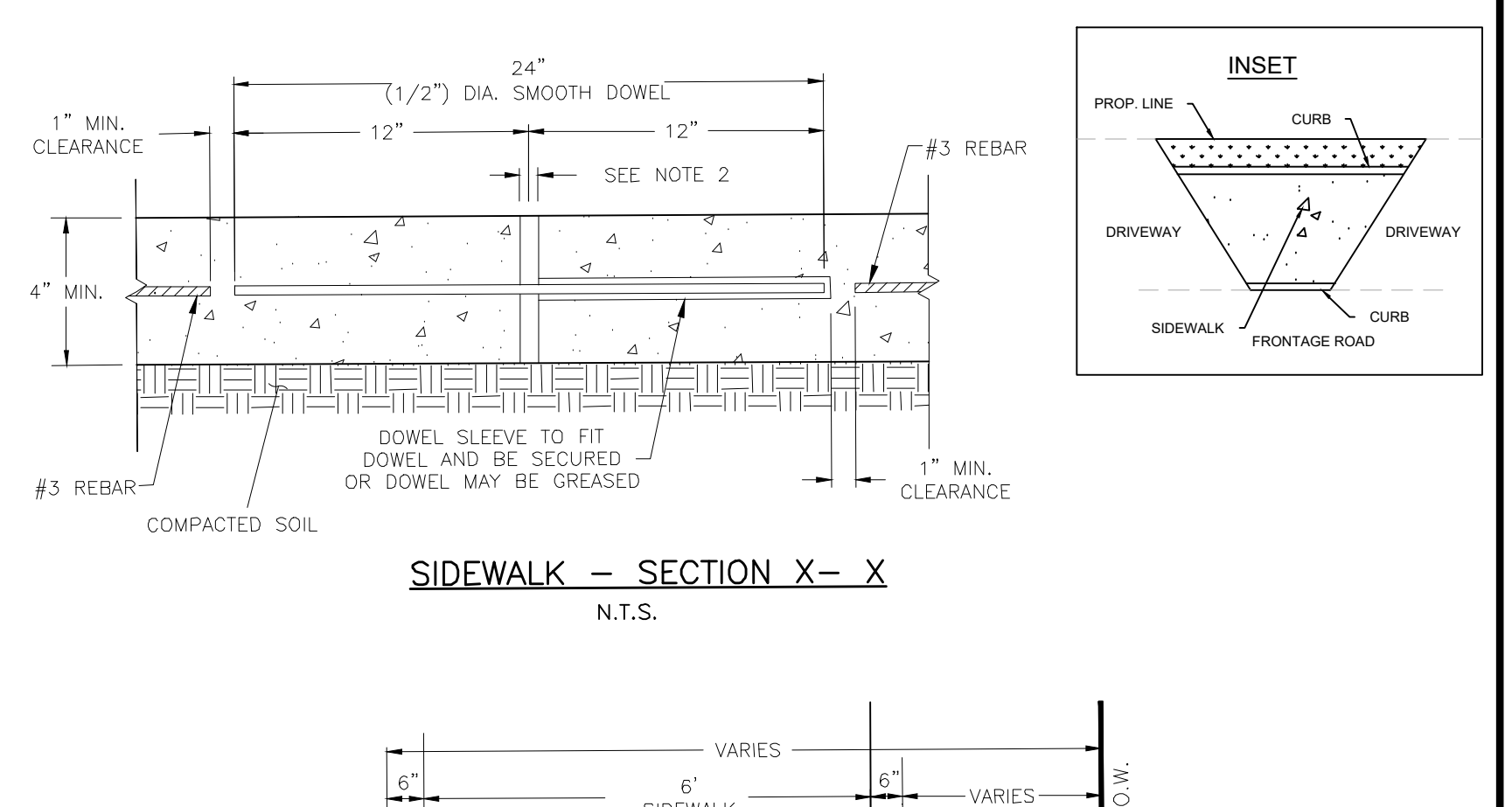
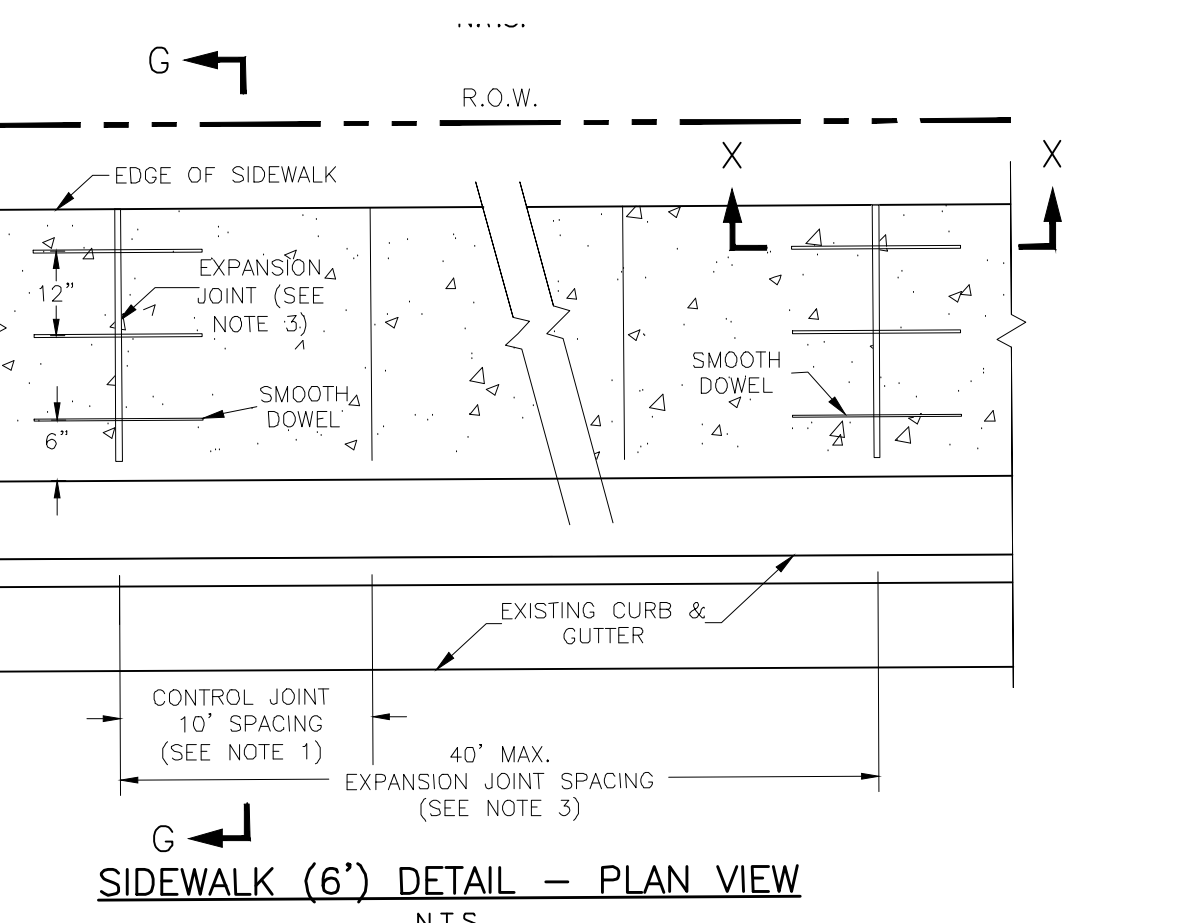
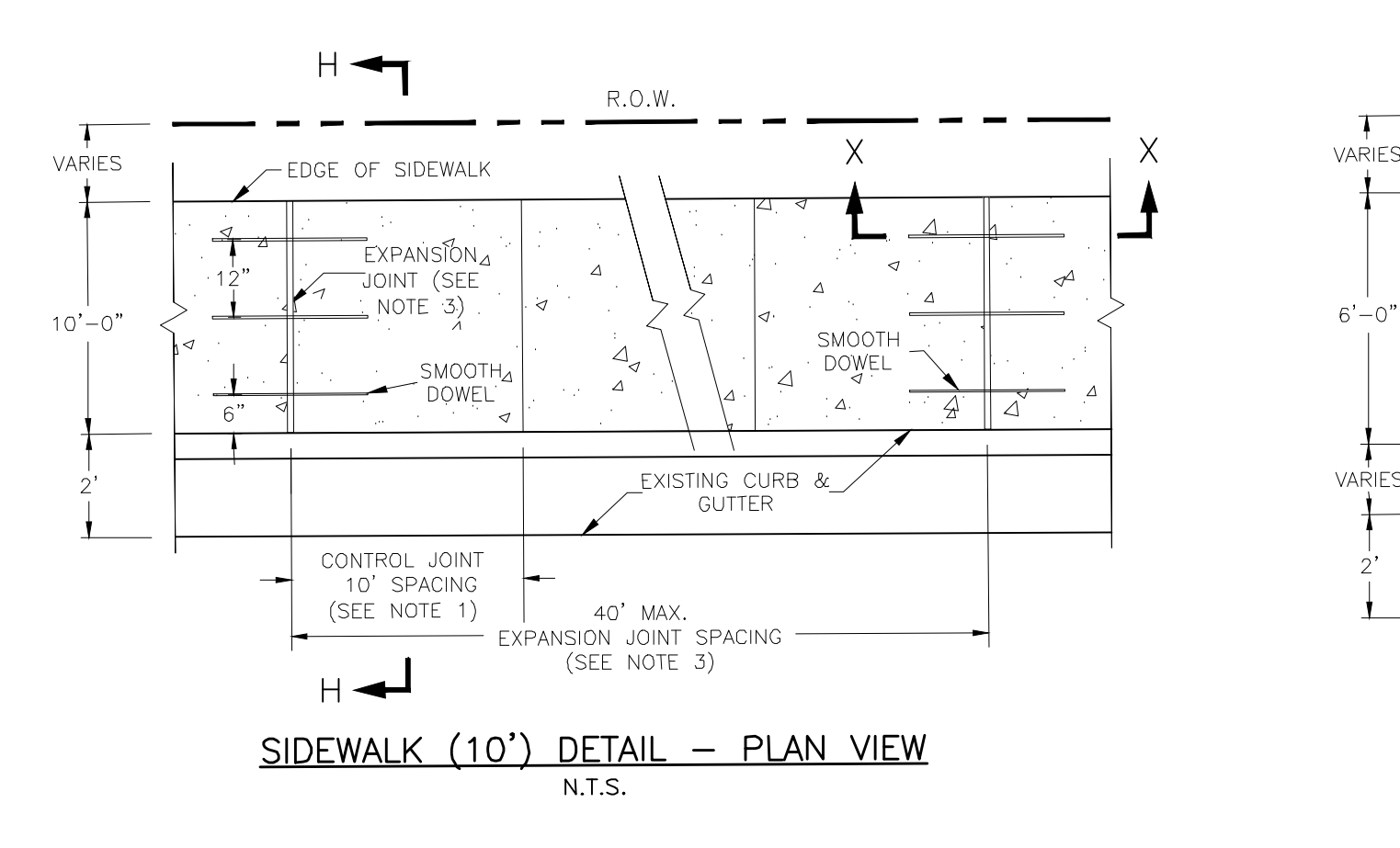
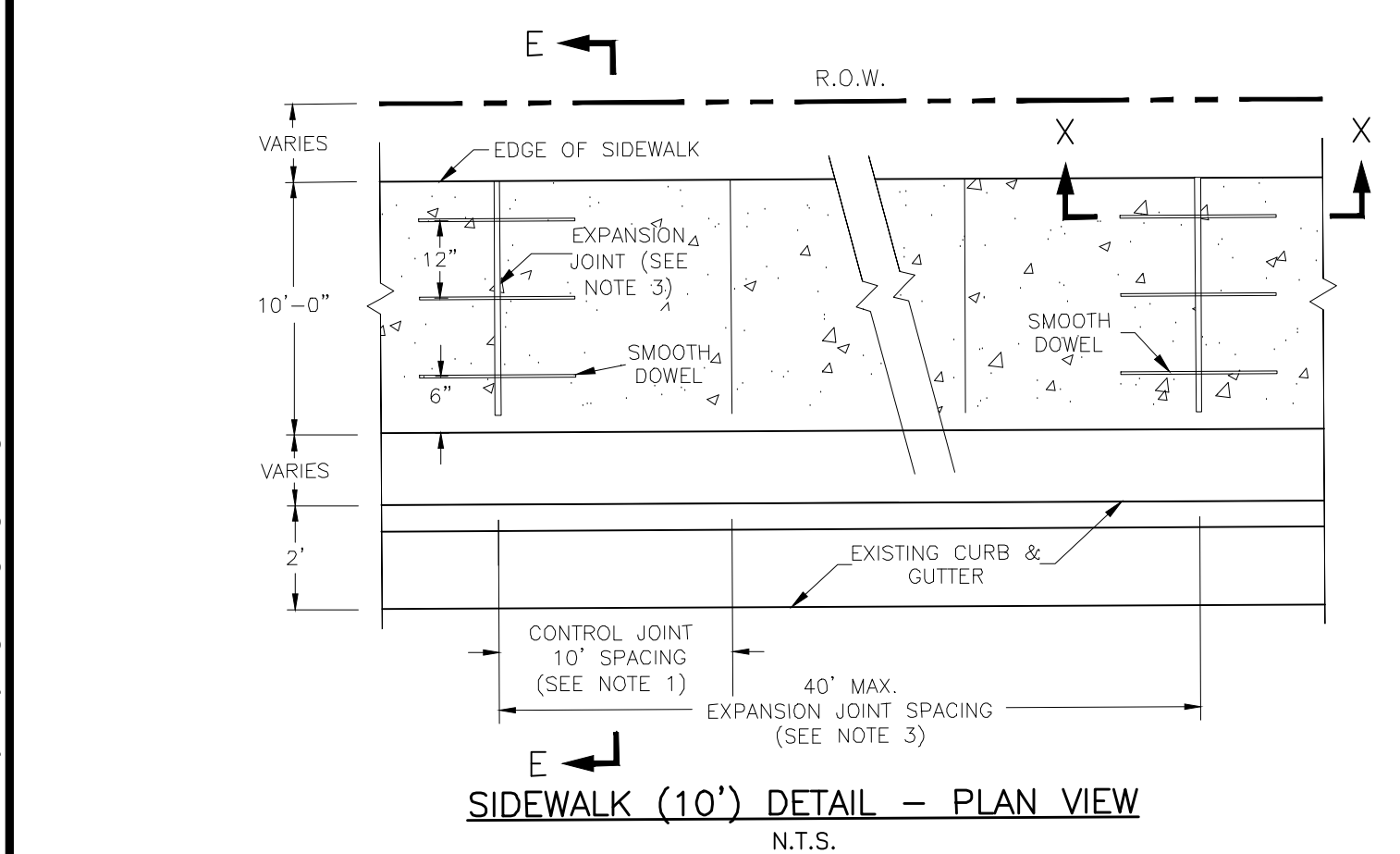


CONCRETE SIDEWALK DRAIN DETAIL



- NOTES:
- CONTROL JOINTS SHALL BE 1/4 INCH WIDE AND 3/4 INCH DEEP TOOLED OR SAW CUT INTO SIDEWALK. THEY SHALL BE SEALED USING CLASS B SELF-LEVELING, LOW MODULUS SILICONE OR POLYURETHANE FOR PORTLAND CEMENT.
 - LONGITUDINAL EXPANSION JOINT BETWEEN CURB AND SIDEWALK SHALL BE 1/2 INCH WIDE. THE SEALANT SHALL BE CLASS B SELF-LEVELING, LOW MODULUS SILICONE OR POLYURETHANE FOR PORTLAND CEMENT.
 - 3/4" REDWOOD EXPANSION JOINTS FOR SIDEWALK SHALL HAVE A MAXIMUM 40'-0" SPACING. EXPANSION JOINTS SHALL INCLUDE SMOOTH DOWELS CENTERED TO THE JOINT AT 12" O.C.
 - TRANSVERSE EXPANSION JOINTS ALONG THE CURB SHALL BE AS SPECIFIED IN TXDOT STANDARD CCCG-12. THE MAXIMUM SPACING SHALL BE 40'-0" FEET. THE SEALANT MATERIAL SHALL BE CLASS B SELF-LEVELING, LOW MODULUS SILICONE OR POLYURETHANE FOR PORTLAND CEMENT. ALTERNATIVELY 1/2" ASPHALT BOARD CAN BE USED.
 - RAMPS AT INTERSECTION SHALL FOLLOW TXDOT DETAIL PED-12A.
 - MATERIALS AND CONSTRUCTION SHALL BE IN ACCORDANCE WITH TXDOT SPECIFICATION.
 - THE COMPACTION OF THE SIDEWALK SUBGRADE SHALL BE CHECKED BY PROOF-ROLLING TEST AS SPECIFIED IN TXDOT SPECIFICATIONS - ITEM 216. IF SOFT SUBGRADE SPOTS ARE DETECTED THEY SHALL BE CORRECTED BEFORE PLACEMENT OF CONCRETE OR EARTH-FILL MATERIAL.
 - ALL DISTURBED AREAS TO BE REVEGETATED IN ACCORDANCE WITH TXDOT SPECIFICATIONS. PERMANENT VEGETATIVE COVER MUST ARCHIVE 70% COVERAGE PRIOR TO PROJECT ACCEPTANCE. SOIL RETENTION BLANKETS TO BE USED PER PLAN (SEE EROSION & SEDIMENTATION CONTROL PLAN)
 - PLACE A 1/4" TOOLED RADIUS AT ALL EXPOSED CONCRETE EDGES.
 - 1/2 INCH EXPANSION JOINT SHALL BE PLACED AROUND ALL INLETS. THE SEALANT SHALL BE CLASS B SELF-LEVELING, LOW MODULUS SILICONE OR POLYURETHANE FOR PORTLAND CEMENT.

- NOTES FOR REBAR PLACEMENT:
- REINFORCEMENT SHALL BE ACCURATELY PLACED AT SLAB MID-DEPTH AND HELD FIRMLY IN PLACE BY MEANS OF BAR SUPPORTS OF ADEQUATE STRENGTH AND NUMBER THAT WILL PREVENT DISPLACEMENT AND KEEP THE STEEL AT ITS PROPER POSITION DURING THE PLACEMENT OF THE P.C. CONCRETE.
 - IN NO INSTANCE SHALL THE STEEL BE PLACED DIRECTLY ON THE SUBGRADE, SAND CUSHION LAYER OR CLOSER THAN 2" TO THE OUT SIDE EDGE OF THE CONCRETE.
 - ALL REINFORCING STEEL SHALL BE GRADE 60.
 - ALL CONCRETE SHALL BE CLASS "C" AND SHALL HAVE A MINIMUM COMPRESSIVE STRENGTH OF 3600 PSI.
 - WELDED WIRE REINFORCEMENT 6"x6"x6"x6" SHALL BE ALLOWED IN PLACE OF #3 REBAR NOT MORE THAN 18" ON CENTER BOTH DIRECTIONS.



CONCRETE SIDEWALK DETAIL

- NOTE:
- THE CONSTRUCTION SHOULD COMPLY WITH THE 2014 TXDOT SPECIFICATIONS.
 - AERIAL IMAGE WAS TAKEN FROM GOOGLE EARTH ON 05/08/2017.
- NOTE: THESE PLANS AND SPECIFICATIONS INCLUDE PROPRIETARY INFORMATION. REPRODUCTION OF THESE PLANS AND SPECIFICATIONS IS NOT AUTHORIZED WITHOUT THE WRITTEN CONSENT OF BOWMAN CONSULTING GROUP, LTD.
- BEFORE DIGGING CALL "TEXAS EXCAVATION SAFETY SYSTEM" AT 811

Bowman
CONSULTING

1120 S. Capital of Texas Hwy.
Building 3, Suite 220
Austin, Texas 78746

Phone: (512) 327-1180
Fax: (512) 327-4062
www.bowmanconsulting.com

REVISION	DATE	DESCRIPTION

SIDEWALK EXTENSION PLAN - SHEET 3 OF 6

BASTROP ECONOMIC DEVELOPMENT CORP
SIDEWALK EXTENSION CONSTRUCTION PLAN
BASTROP COUNTY, TX

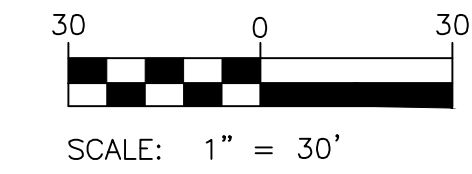
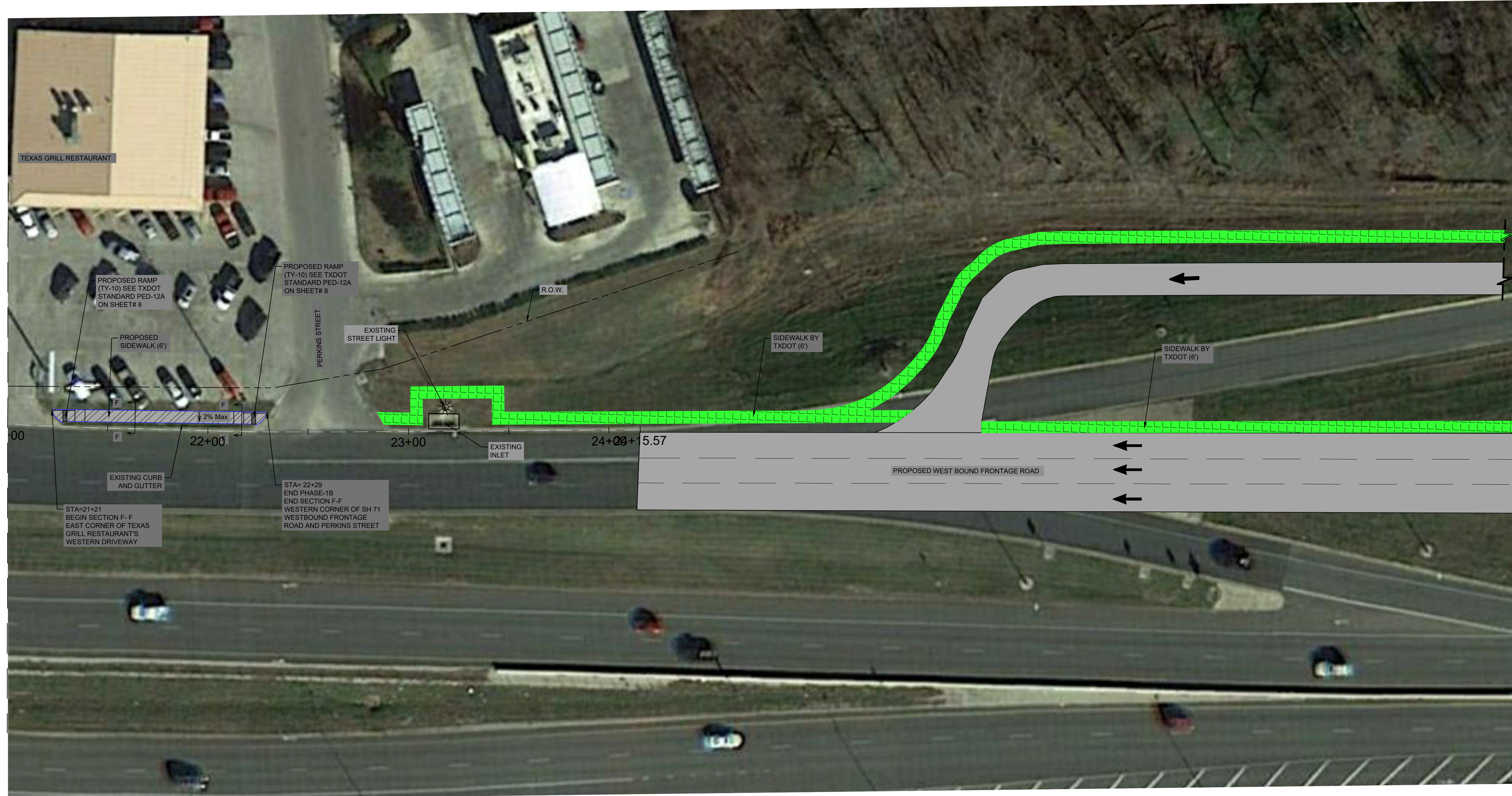
THIS DOCUMENT IS RELEASED FOR THE PURPOSE OF REVIEW UNDER AUTHORITY OF EREN ULUSOY, P.E. 122168 ON 12/20/2017. IT IS NOT TO BE USED FOR CONSTRUCTION PURPOSES.

DESIGN	DRAWN	CHKD
EU	RB	EU

SCALE: H: V:
JOB No. 070206-01-002
DATE: 05/15/2017
SHEET 4 OF 9

P:\070206 - Bastrop Economic Development Corp\070206-01-002 (ENG) - Sidewalk Route Feasibility Study\Engineering\Plans\Construction Plan\070206-01-002 - CONSTRUCTION PLAN.dwg, SIDEWALK EXTENSION PLAN - SHEET 3 OF 6, January 02, 2018, 9:40 AM, rbanity

P:\072006 - Bastrop Economic Development Corp\072006-01-002 (ENG) - Sidewalk Route Feasibility Study\Engineering\Plans\Construction Plan\072006-01-002 - CONSTRUCTION PLAN.dwg - SIDEWALK EXTENSION PLAN - SHEET 4 OF 6 - December 20, 2017, 9:29 AM, euluisy



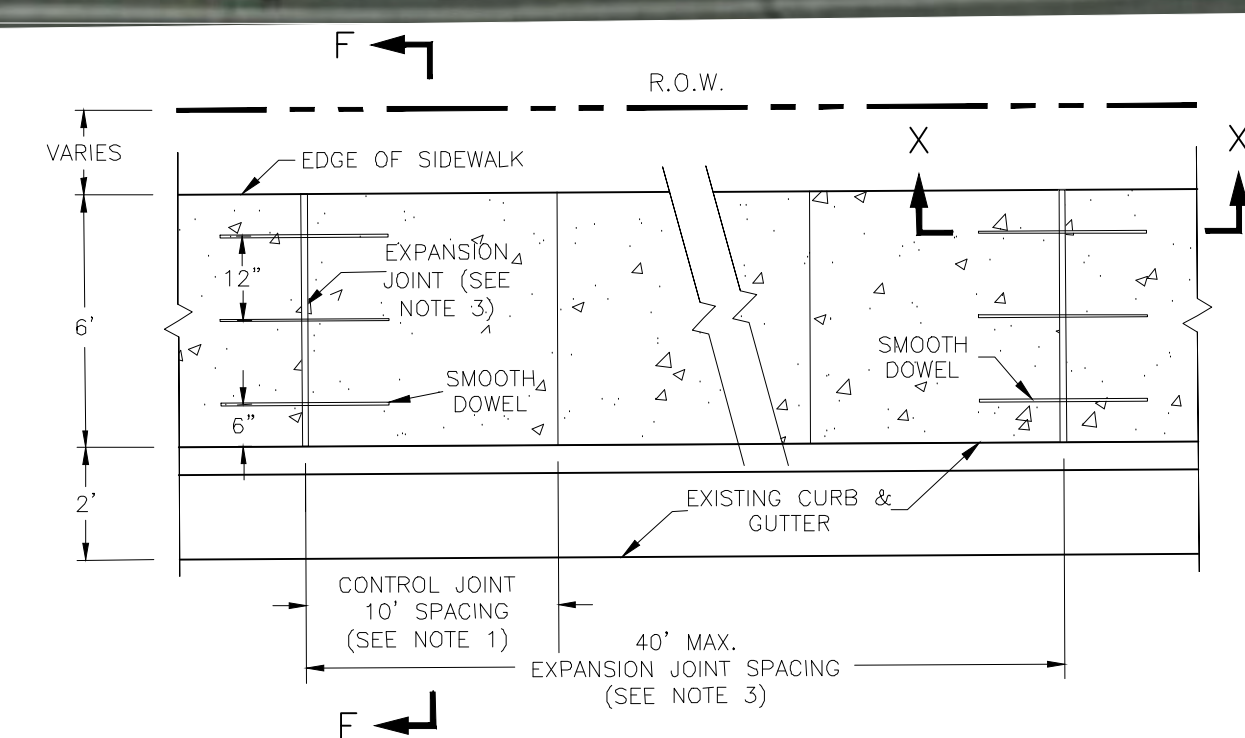
LEGEND

	PROPOSED SIDEWALK BY BEDC (10')- PHASE- 1A
	PROPOSED SIDEWALK BY BEDC (6'-10')- PHASE- 1B
	PROPOSED SIDEWALK BY BEDC (6'-10')- PHASE II
	PROPOSED SIDEWALK TXDOT (6')
	EXISTING SIDEWALK

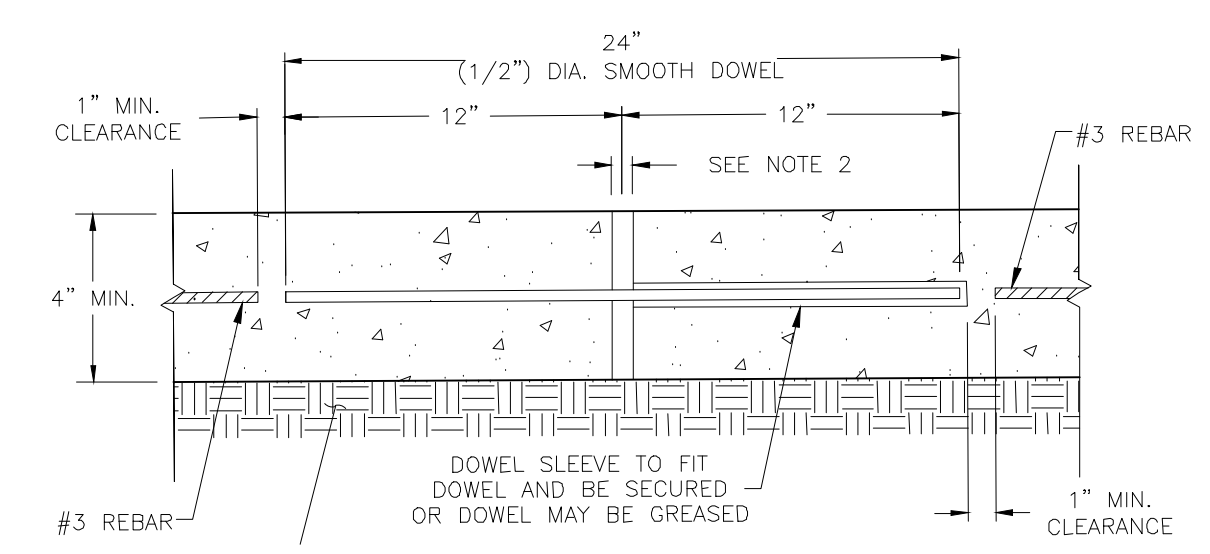
MATCHLINE

REVISION	DESCRIPTION	DATE

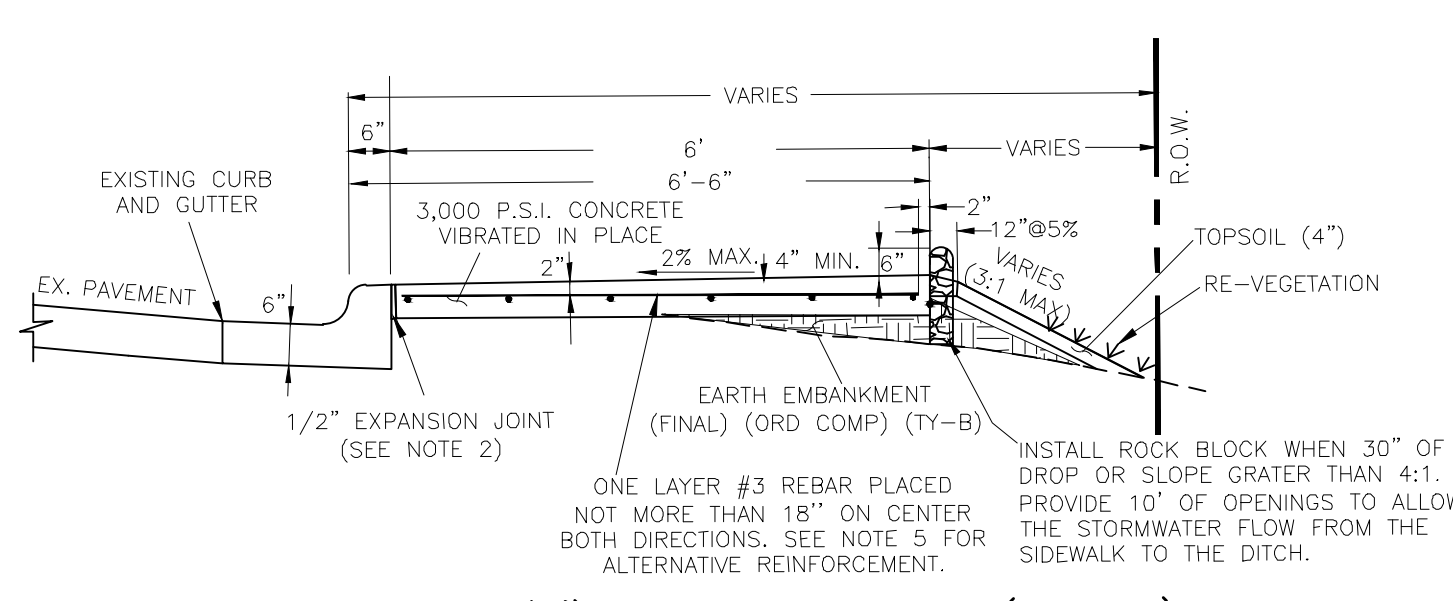
SIDEWALK EXTENSION PLAN - SHEET 4 OF 6
 BASTROP ECONOMIC DEVELOPMENT CORP
 SIDEWALK EXTENSION CONSTRUCTION PLAN
 BASTROP COUNTY, TX
 TEXAS



SIDEWALK (6') DETAIL - PLAN VIEW



SIDEWALK - SECTION X-X
N.T.S.



SIDEWALK (6') - SECTION F-F (TYPICAL)
N.T.S.
(STA=21+21 TO STA=22+29)

CONCRETE SIDEWALK DETAIL

NOTES:

- CONTROL JOINTS SHALL BE 1/4 INCH WIDE AND 3/4 INCH DEEP TOOLED OR SAW CUT INTO SIDEWALK. THEY SHALL BE SEALED USING CLASS B SELF-LEVELING, LOW MODULUS SILICONE OR POLYURETHANE FOR PORTLAND CEMENT.
- LONGITUDINAL EXPANSION JOINT BETWEEN CURB AND SIDEWALK SHALL BE 1/2 INCH WIDE. THE SEALANT SHALL BE CLASS B SELF-LEVELING, LOW MODULUS SILICONE OR POLYURETHANE FOR PORTLAND CEMENT.
- 3/4" REDWOOD EXPANSION JOINTS FOR SIDEWALK SHALL HAVE A MAXIMUM 40'- 0" SPACING. EXPANSION JOINTS SHALL INCLUDE SMOOTH DOWELS CENTERED TO THE JOINT AT 12" C-C.
- TRANSVERSE EXPANSION JOINTS ALONG THE CURB SHALL BE AS SPECIFIED IN TXDOT STANDARD CCCC-12. THE MAXIMUM SPACING SHALL BE 40'-0" FEET. THE SEALANT MATERIAL SHALL BE CLASS B SELF-LEVELING, LOW MODULUS SILICONE OR POLYURETHANE FOR PORTLAND CEMENT. ALTERNATIVELY 1/2" ASPHALT BOARD CAN BE USED.
- RAMP AT INTERSECTION SHALL FOLLOW TXDOT DETAIL PED-12A.
- MATERIALS AND CONSTRUCTION SHALL BE IN ACCORDANCE WITH TXDOT SPECIFICATION.
- THE COMPACTION OF THE SIDEWALK SUBGRADE SHALL BE CHECKED BY "PROOF-ROLLING TEST" AS SPECIFIED IN TXDOT SPECIFICATIONS - ITEM 216. IF SOFT SUBGRADE SPOTS ARE DETECTED THEY SHALL BE CORRECTED BEFORE PLACEMENT OF CONCRETE OR EARTH-FILL MATERIAL.
- ALL DISTURBED AREAS TO BE REVEGETATED IN ACCORDANCE WITH TXDOT SPECIFICATIONS. PERMANENT VEGETATIVE COVER MUST ARCHIVE 70% COVERAGE PRIOR TO PROJECT ACCEPTANCE. SOIL RETENTION BLANKETS TO BE USED PER PLAN (SEE EROSION & SEDIMENTATION CONTROL PLAN)
- PLACE A 1/4" TOOLED RADIUS AT ALL EXPOSED CONCRETE EDGES.
- 1/2 INCH EXPANSION JOINT SHALL BE PLACED AROUND ALL INLETS. THE SEALANT SHALL BE CLASS B SELF-LEVELING, LOW MODULUS SILICONE OR POLYURETHANE FOR PORTLAND CEMENT.

NOTES FOR REBAR PLACEMENT:

- REINFORCEMENT SHALL BE ACCURATELY PLACED AT SLAB MID-DEPTH AND HELD FIRMLY IN PLACE BY MEANS OF BAR SUPPORTS OF ADEQUATE STRENGTH AND NUMBER THAT WILL PREVENT DISPLACEMENT AND KEEP THE STEEL AT ITS PROPER POSITION DURING THE PLACEMENT OF THE P.C. CONCRETE.
- IN NO INSTANCE SHALL THE STEEL BE PLACED DIRECTLY ON THE SUBGRADE, SAND CUSHION LAYER OR CLOSER THAN 2" TO THE OUT SIDE EDGE OF THE CONCRETE.
- ALL REINFORCING STEEL SHALL BE GRADE 60.
- ALL CONCRETE SHALL BE CLASS "C" AND SHALL HAVE A MINIMUM COMPRESSIVE STRENGTH OF 3600 PSI.
- WELDED WIRE REINFORCEMENT 6"x 6"x W1.4 x W1.4 SHALL BE ALLOWED IN PLACE OF #3 REBAR NOT MORE THAN 18" ON CENTER BOTH DIRECTIONS.

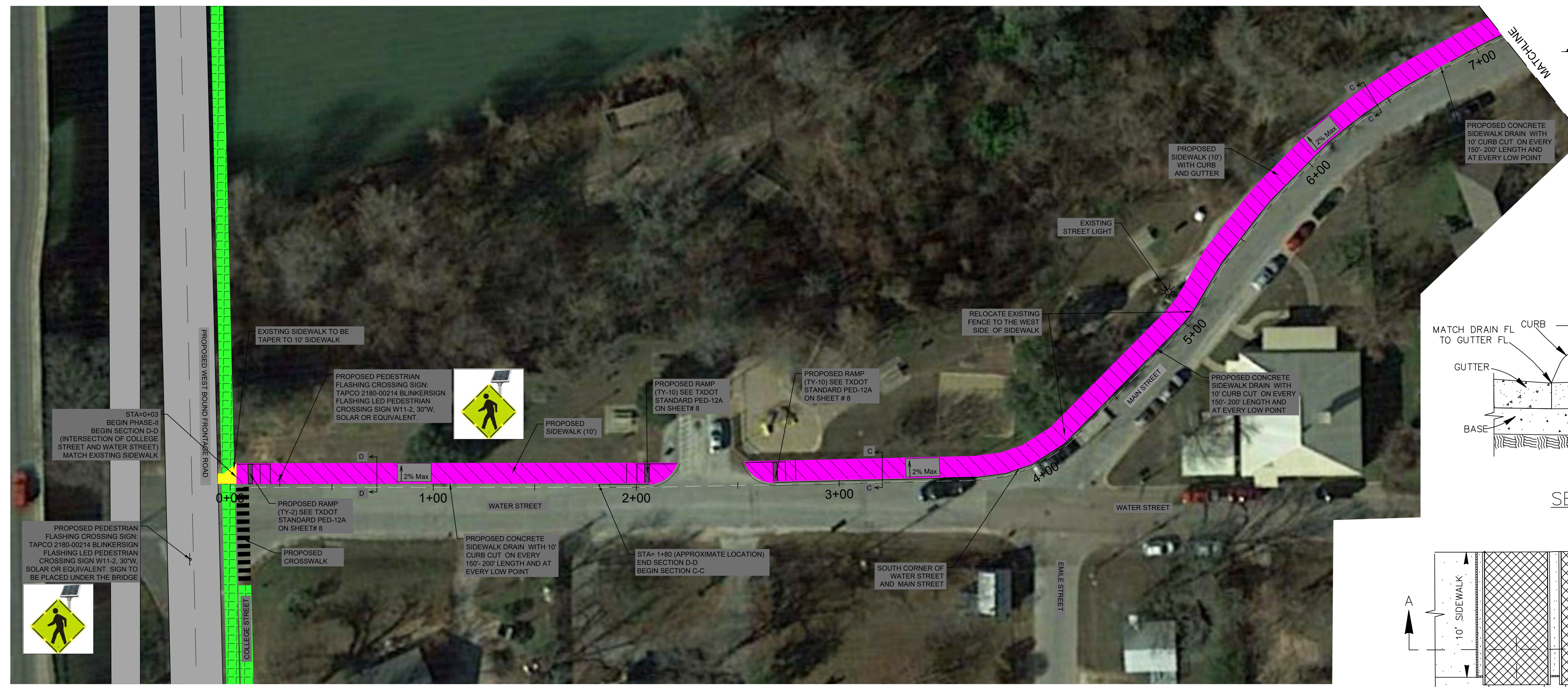
NOTES:

- THE CONSTRUCTION SHOULD COMPLY WITH THE 2014 TXDOT SPECIFICATIONS.
- AERIAL IMAGE WAS TAKEN FROM GOOGLE EARTH ON 05/08/2017.

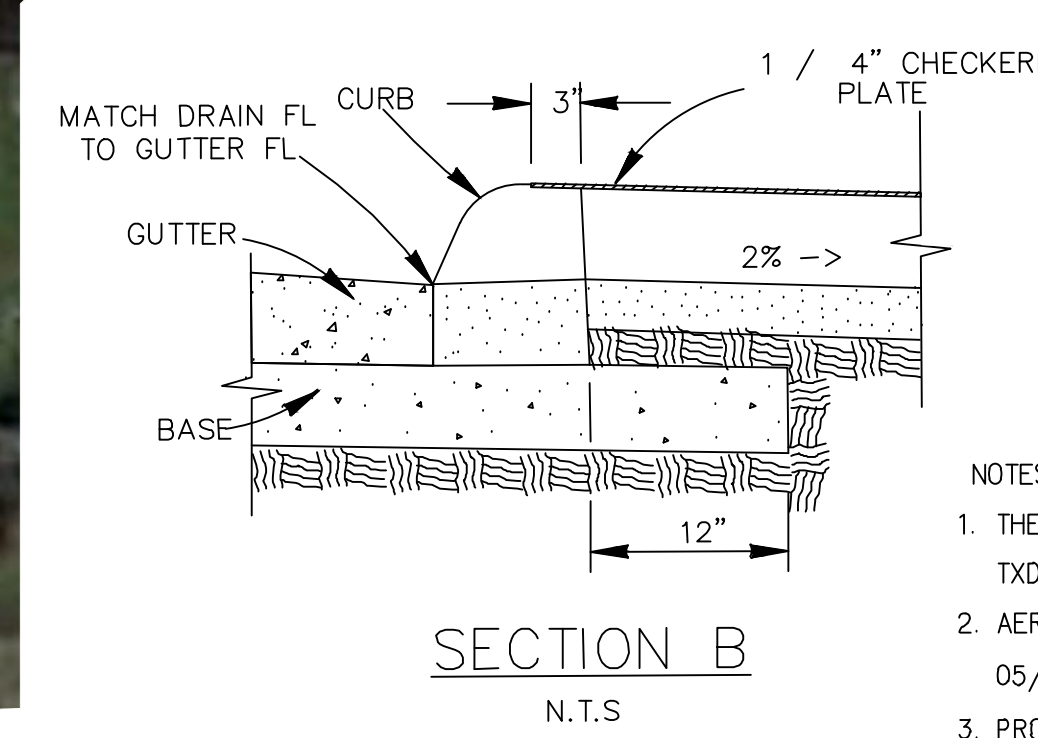
NOTE:
 THESE PLANS AND SPECIFICATIONS INCLUDE PROPRIETARY INFORMATION. REPRODUCTION OF THESE PLANS AND SPECIFICATIONS IS NOT AUTHORIZED WITHOUT THE WRITTEN CONSENT OF BOWMAN CONSULTING GROUP, LTD.
 BEFORE DIGGING CALL "TEXAS EXCAVATION SAFETY SYSTEM" AT 811

DESIGN EU	DRAWN RB	CHKD EU
SCALE H: V:	JOB No. 070206-01-002	SHEET 5 OF 9
DATE : 05/15/2017		

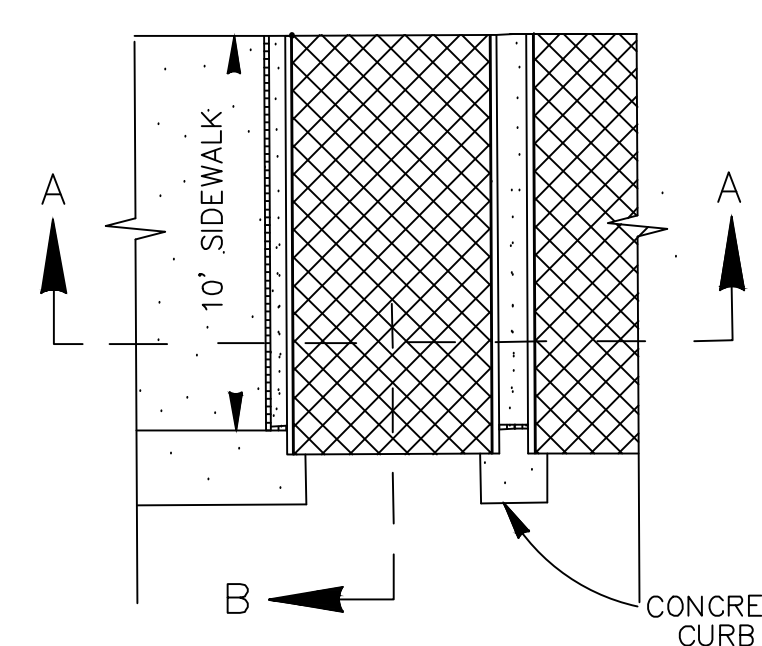
P:\070206 - Bastrop Economic Development Corp\070206-01-002 (ENG) - Sidewalk Route Feasibility Study\Engineering\Plans\Construction Plan\070206-01-002 - CONSTRUCTION PLAN.dwg - SHEET 5 OF 6 - December 27, 2017, 3:05 PM, rbanjia



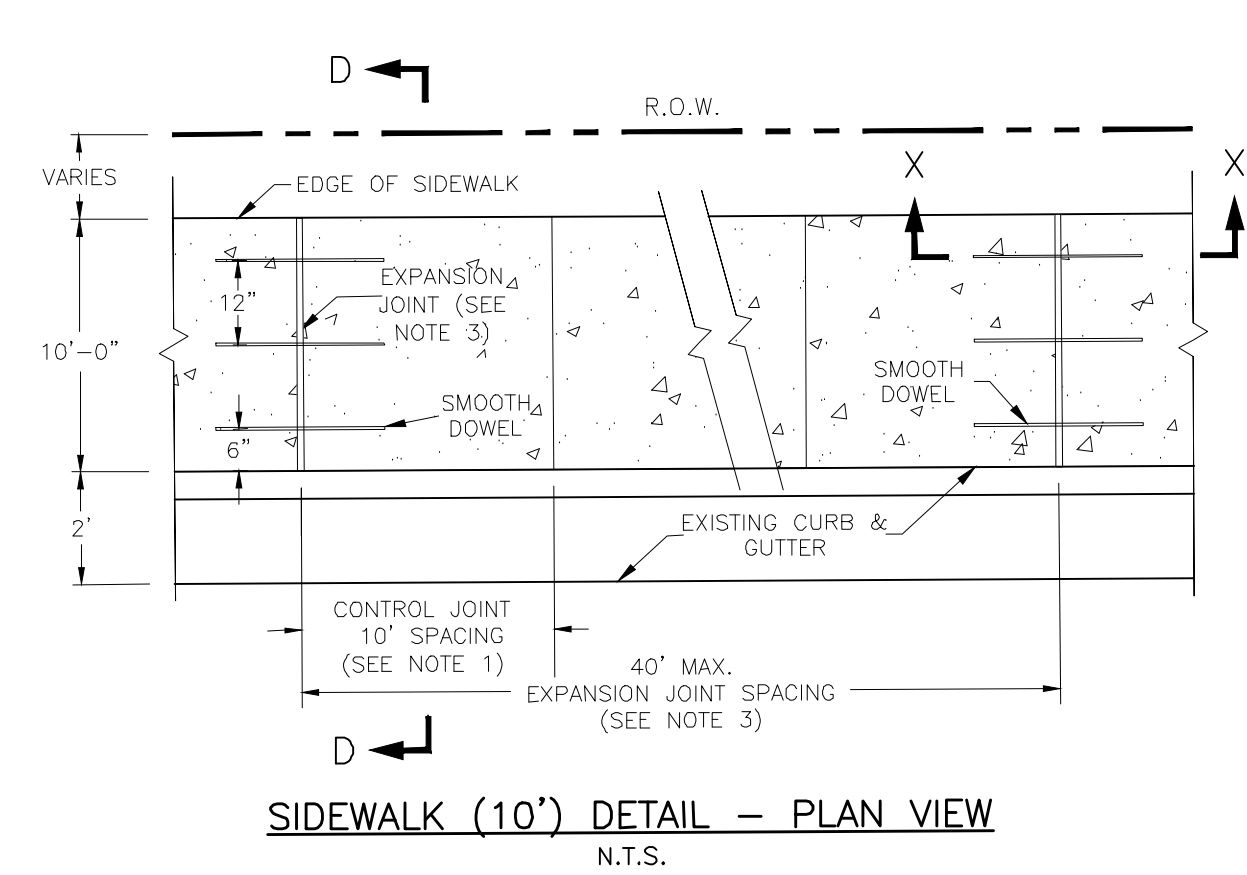
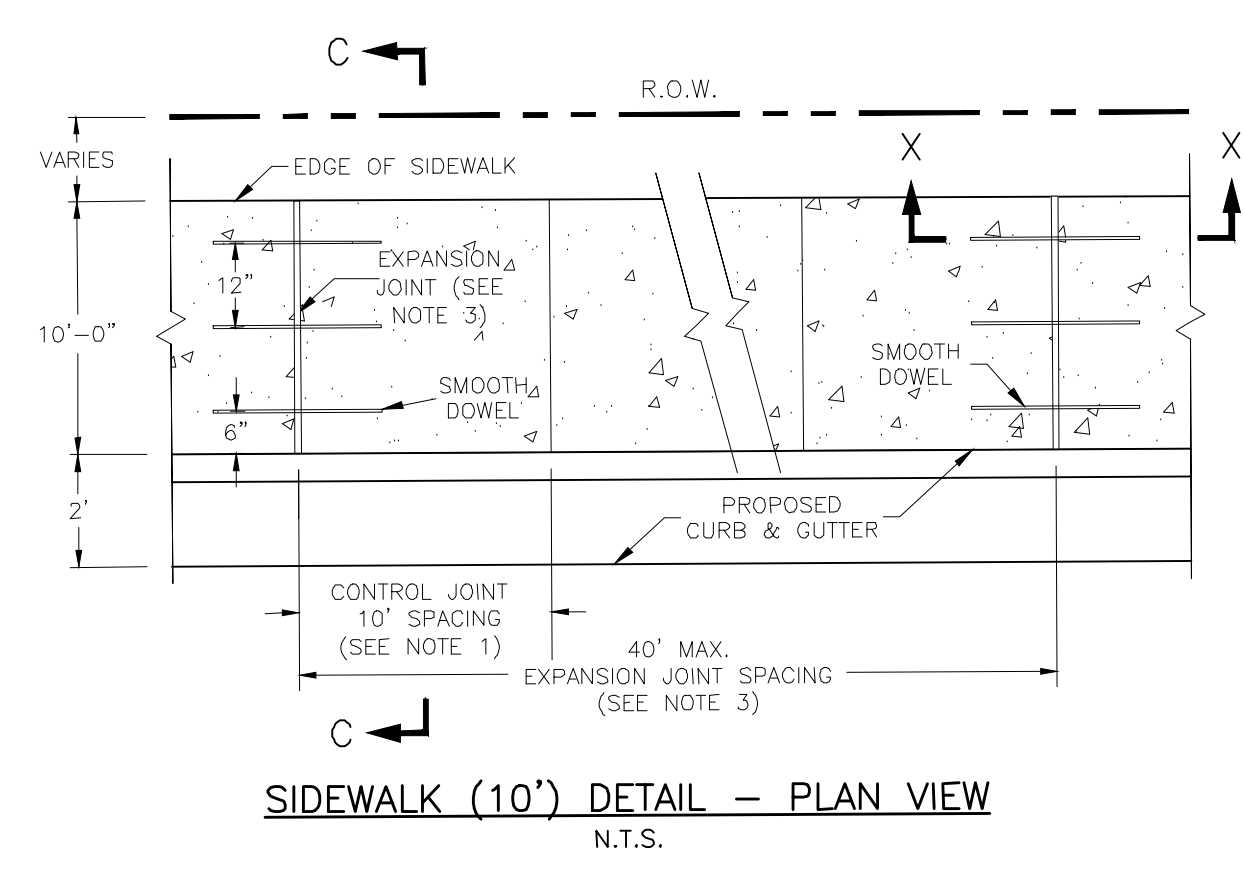
- LEGEND**
- PROPOSED SIDEWALK BY BEDC (10') - PHASE- 1A
 - PROPOSED SIDEWALK BY BEDC (6'-10') - PHASE- 1B
 - PROPOSED SIDEWALK BY BEDC (6'-10') - PHASE II
 - PROPOSED SIDEWALK TXDOT (6')
 - EXISTING SIDEWALK



- NOTES:**
1. THE CONSTRUCTION SHOULD COMPLY WITH THE 2014 TXDOT SPECIFICATIONS.
 2. AERIAL IMAGE WAS TAKEN FROM GOOGLE EARTH ON 05/08/2017.
 3. PROVIDE 10' CURB CUTS APPROXIMATELY EVERY 150' AND EVERY LOW POINT ALONG THE NEWLY CONSTRUCTED CURB.
 4. SIDEWALK WIDTH MAY BE REDUCED TO A MINIMUM 5' TO AVOID CONFLICTS WITH MAIL BOXES AND ELECTRIC POLES.

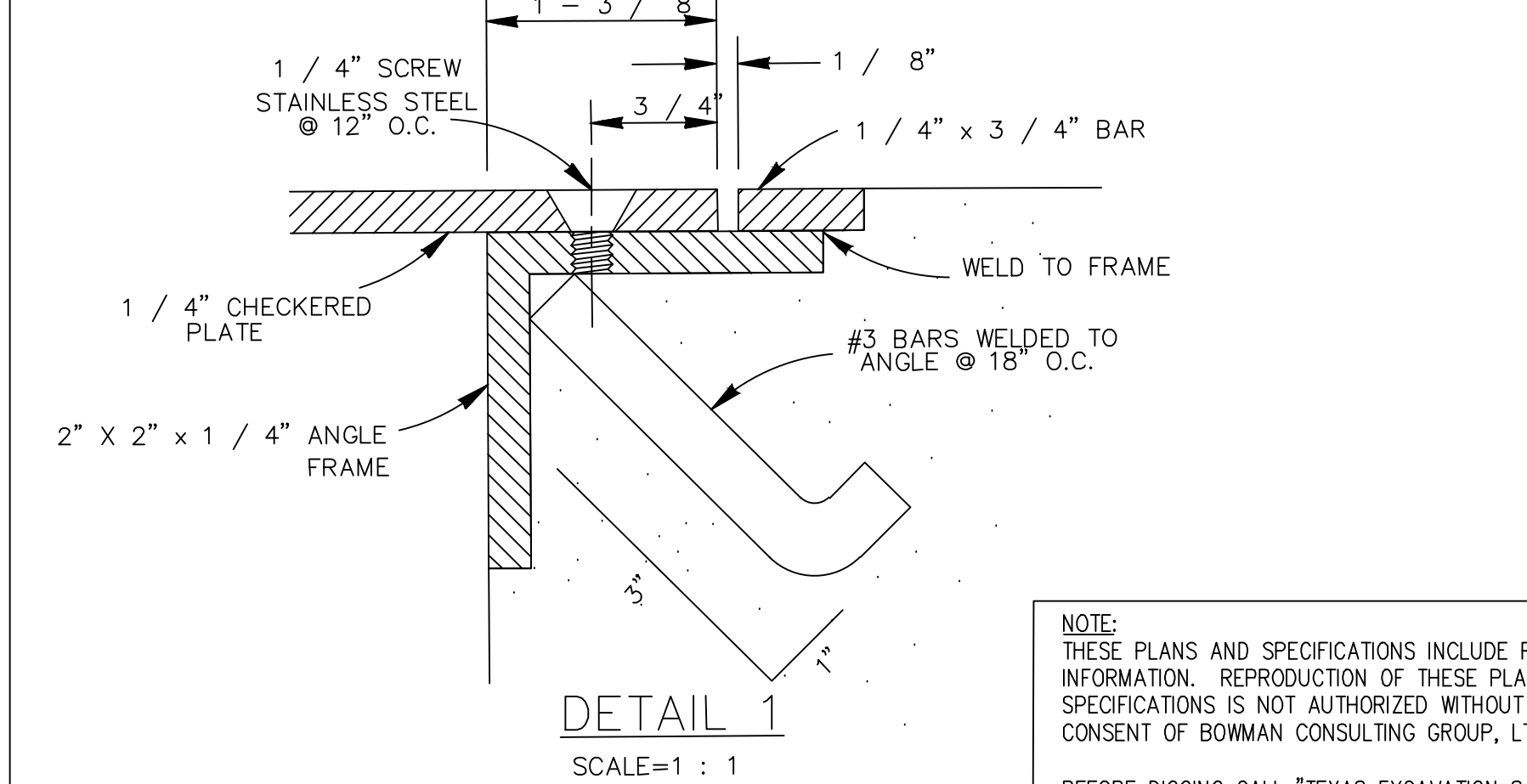
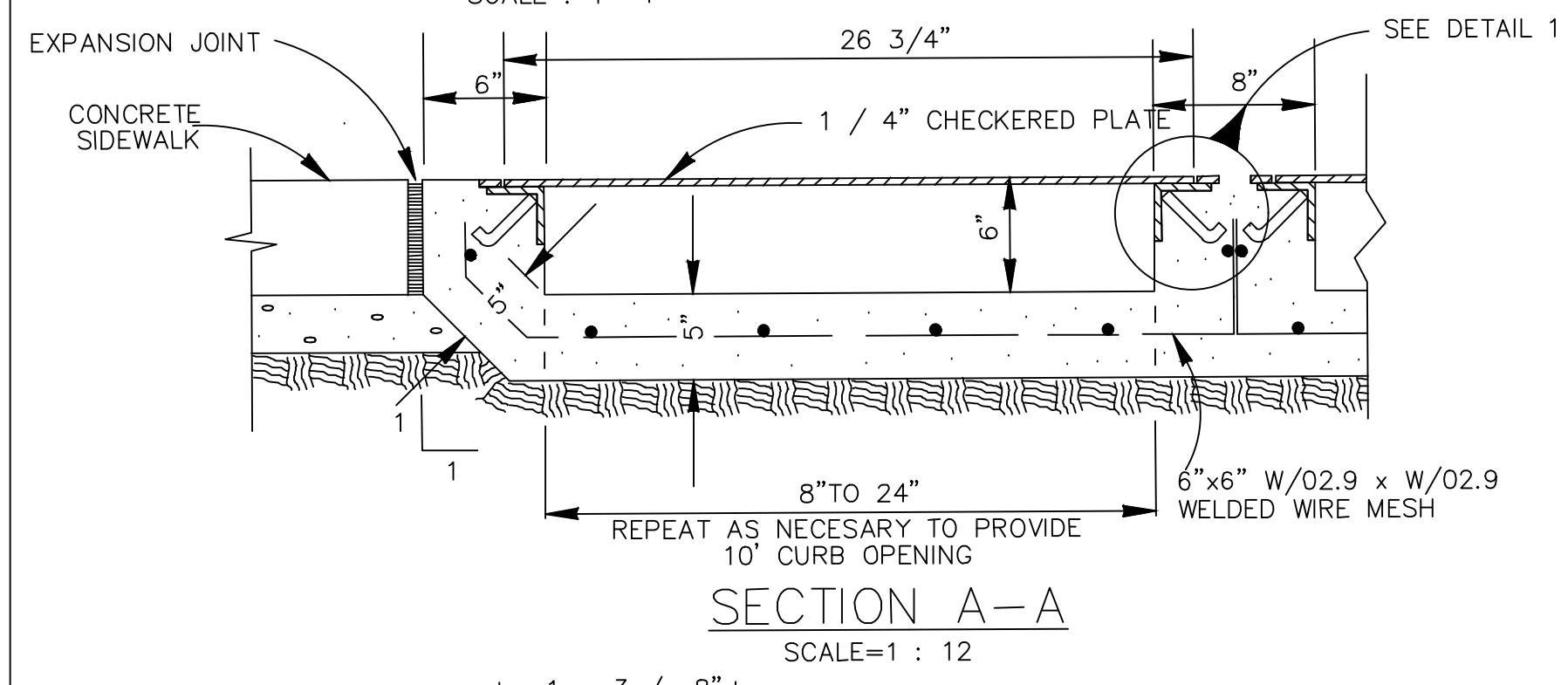
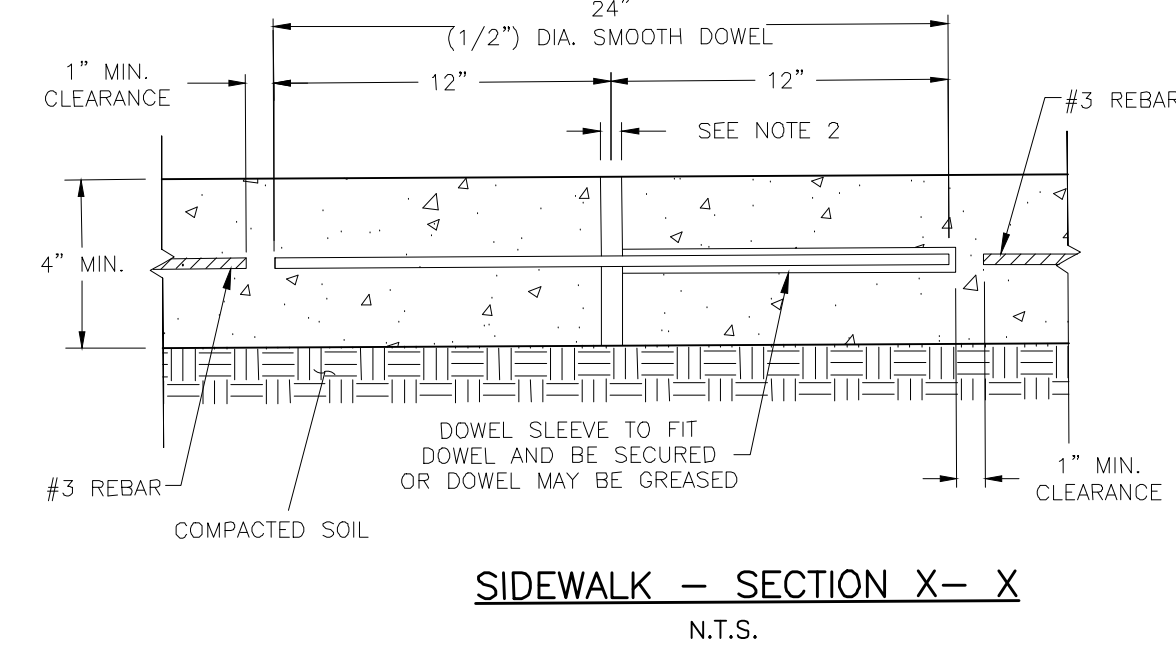
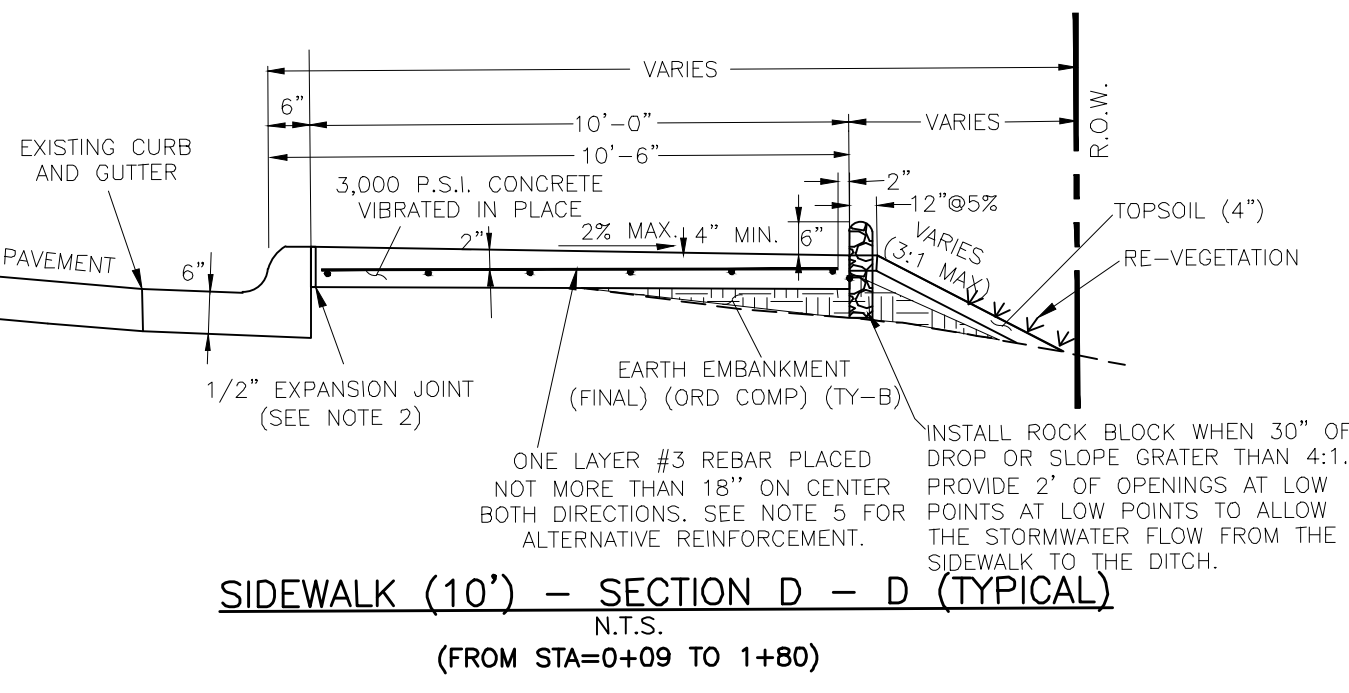
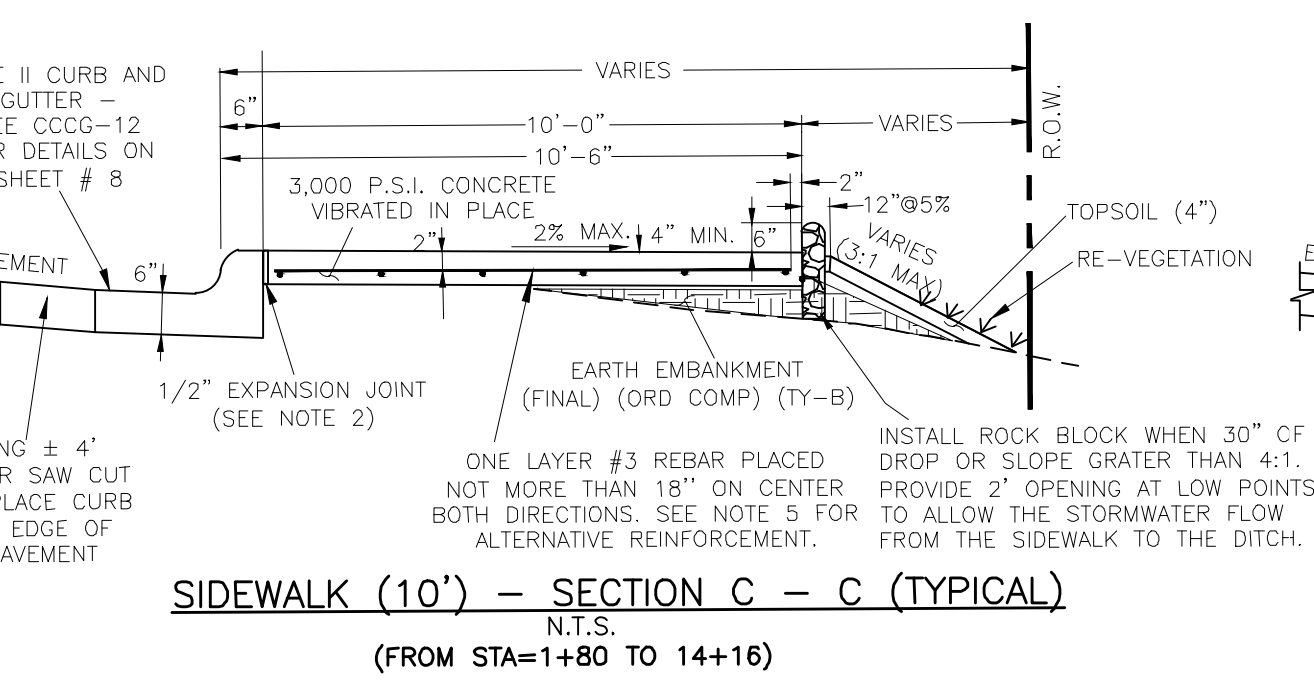


- NOTES:**
1. ALL EXPOSED METAL PARTS TO BE GALVANIZED AFTER FABRICATION
 2. CHECKERED PLATE SHALL BE GALVANIZED STEEL.



- NOTES:**
1. CONTROL JOINTS SHALL BE 1/4 INCH WIDE AND 3/4 INCH DEEP TOOLED OR SAW CUT INTO SIDEWALK. THEY SHALL BE SEALED USING CLASS B SELF-LEVELING, LOW MODULUS SILICONE OR POLYURETHANE FOR PORTLAND CEMENT.
 2. LONGITUDINAL EXPANSION JOINT BETWEEN CURB AND SIDEWALK SHALL BE 1/2 INCH WIDE. THE SEALANT SHALL BE CLASS B SELF-LEVELING, LOW MODULUS SILICONE OR POLYURETHANE FOR PORTLAND CEMENT.
 3. 3/4" REDWOOD EXPANSION JOINTS FOR SIDEWALK SHALL HAVE A MAXIMUM 40'-0" SPACING. EXPANSION JOINTS SHALL INCLUDE SMOOTH DOWELS CENTERED TO THE JOINT AT 12" C-C.
 4. TRANSVERSE EXPANSION JOINTS ALONG THE CURB SHALL BE AS SPECIFIED IN TXDOT STANDARD CCGG-12. THE MAXIMUM SPACING SHALL BE 40'-0" FEET. THE SEALANT MATERIAL SHALL BE CLASS B SELF-LEVELING, LOW MODULUS SILICONE OR POLYURETHANE FOR PORTLAND CEMENT. ALTERNATIVELY 1/2" ASPHALT BOARD CAN BE USED.
 5. RAMPS AT INTERSECTION SHALL FOLLOW TXDOT DETAIL PED-12A.
 6. MATERIALS AND CONSTRUCTION SHALL BE IN ACCORDANCE WITH TXDOT SPECIFICATION.
 7. THE COMPACTION OF THE SIDEWALK SUBGRADE SHALL BE CHECKED BY PROOF-ROLLING TEST AS SPECIFIED IN TXDOT SPECIFICATIONS - ITEM 216. IF SOFT SUBGRADE SPOTS ARE DETECTED THEY SHALL BE CORRECTED BEFORE PLACEMENT OF CONCRETE OR EARTH-FILL MATERIAL.
 8. ALL DISTURBED AREAS TO BE REVEGETATED IN ACCORDANCE WITH TXDOT SPECIFICATIONS. SOIL RETENTION BLANKETS TO BE USED PER PLAN (SEE EROSION & SEDIMENTATION CONTROL PLAN)
 9. PLACE A 1/4" TOOLED RADIUS AT ALL EXPOSED CONCRETE EDGES.
 10. 1/2 INCH EXPANSION JOINT SHALL BE PLACED AROUND ALL INLETS. THE SEALANT SHALL BE CLASS B SELF-LEVELING, LOW MODULUS SILICONE OR POLYURETHANE FOR PORTLAND CEMENT.

- NOTES FOR REBAR PLACEMENT:**
1. REINFORCEMENT SHALL BE ACCURATELY PLACED AT SLAB MID-DEPTH AND HELD FIRMLY IN PLACE BY MEANS OF BAR SUPPORTS OF ADEQUATE STRENGTH AND NUMBER THAT WILL PREVENT DISPLACEMENT AND KEEP THE STEEL AT ITS PROPER POSITION DURING THE PLACEMENT OF THE P.C. CONCRETE.
 2. IN NO INSTANCE SHALL THE STEEL BE PLACED DIRECTLY ON THE SUBGRADE, SAND CUSHION LAYER OR CLOSER THAN 2" TO THE OUT SIDE EDGE OF THE CONCRETE.
 3. ALL REINFORCING STEEL SHALL BE GRADE 60.
 4. ALL CONCRETE SHALL BE CLASS "C" AND SHALL HAVE A MINIMUM COMPRESSIVE STRENGTH OF 3600 PSI.
 5. WELDED WIRE REINFORCEMENT 6"x 6"x w1.4 SHALL BE ALLOWED IN PLACE OF #3 REBAR NOT MORE THAN 18" ON CENTER BOTH DIRECTIONS.



NOTE: THESE PLANS AND SPECIFICATIONS INCLUDE PROPRIETARY INFORMATION. REPRODUCTION OF THESE PLANS AND SPECIFICATIONS IS NOT AUTHORIZED WITHOUT THE WRITTEN CONSENT OF BOWMAN CONSULTING GROUP, LTD.

BEFORE DIGGING CALL "TEXAS EXCAVATION SAFETY SYSTEM" AT 811

REVISIONS	DATE	DESCRIPTION

SIDEWALK EXTENSION PLAN - SHEET 5 OF 6

BASTROP ECONOMIC DEVELOPMENT CORP
SIDEWALK EXTENSION CONSTRUCTION PLAN
BASTROP COUNTY, TX

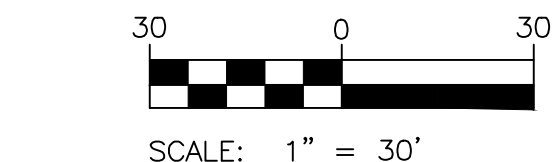
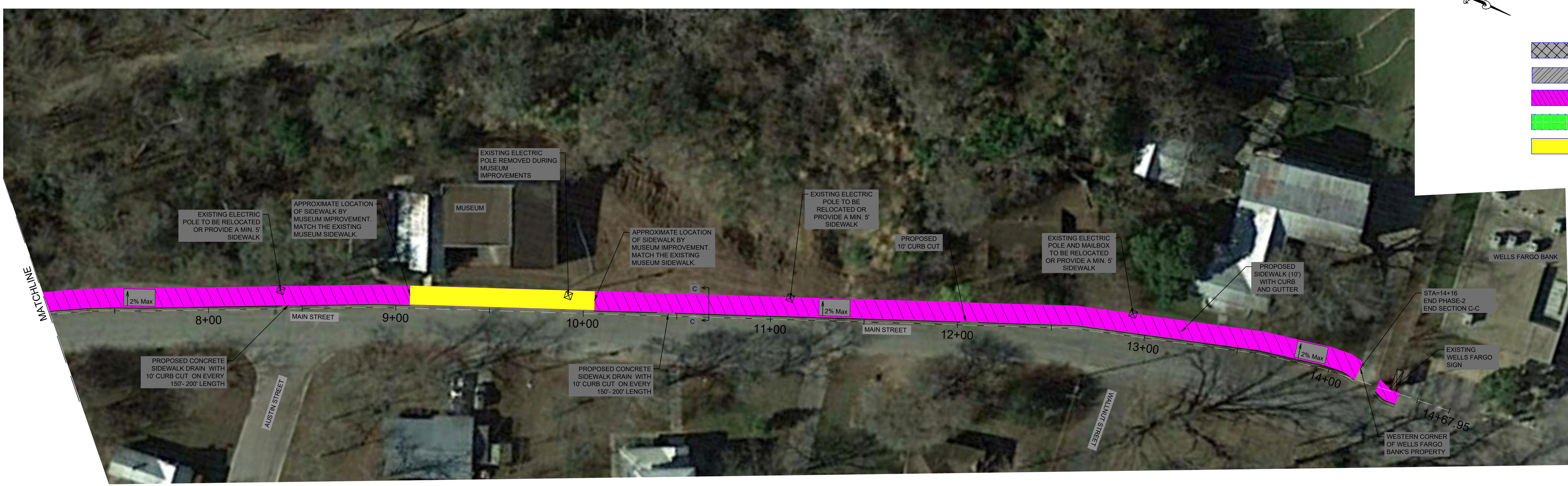
DESIGN	DRAWN	CHKD
EU	RB	EU
SCALE	H:	V:
JOB No.	070206-01-002	
DATE:	05/15/2017	
SHEET	6	OF 9

Bowman
CONSULTING

1120 S. Capital of Texas Hwy.
Building 3, Suite 220
Austin, Texas 78746

Phone: (512) 327-1180
Fax: (512) 327-4062
www.bowmanconsulting.com

P:\072026 - Bastrop Economic Development Corp\072026-01-002 (ENG) - Sidewalk Route Feasibility Study\Engineering\Plans\Construction Plan\072026-01-002 - CONSTRUCTION PLAN.dwg, SIDEWALK EXTENSION PLAN - SHEET 6 OF 6, December 20, 2017, 8:30 AM, eulussy

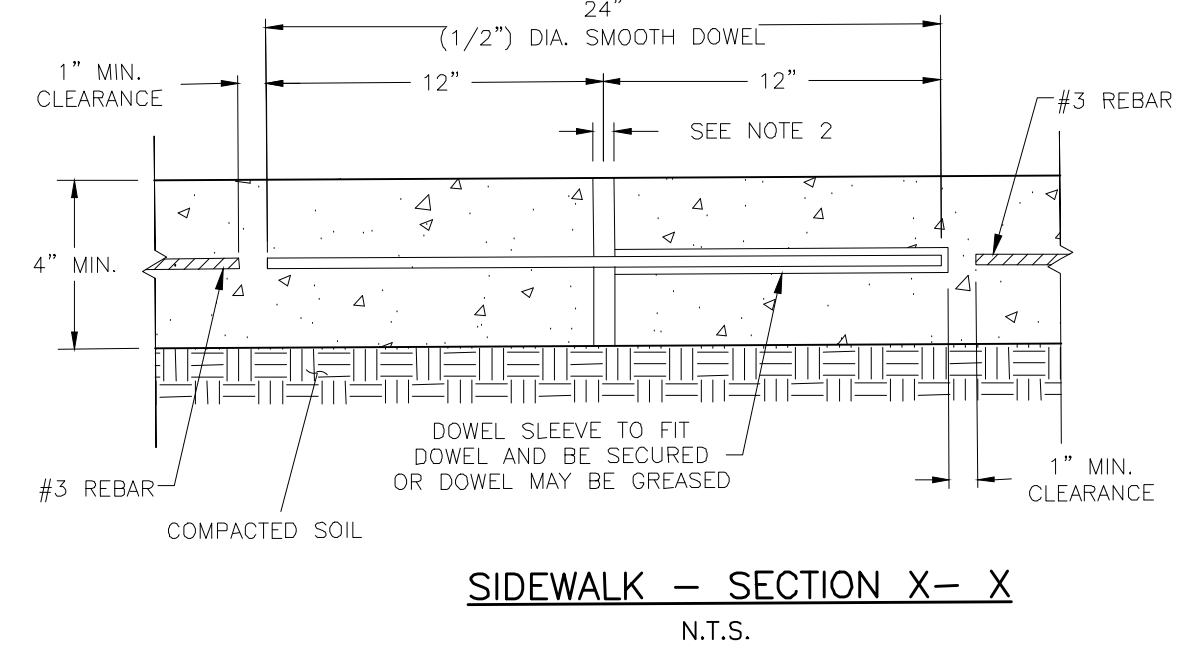
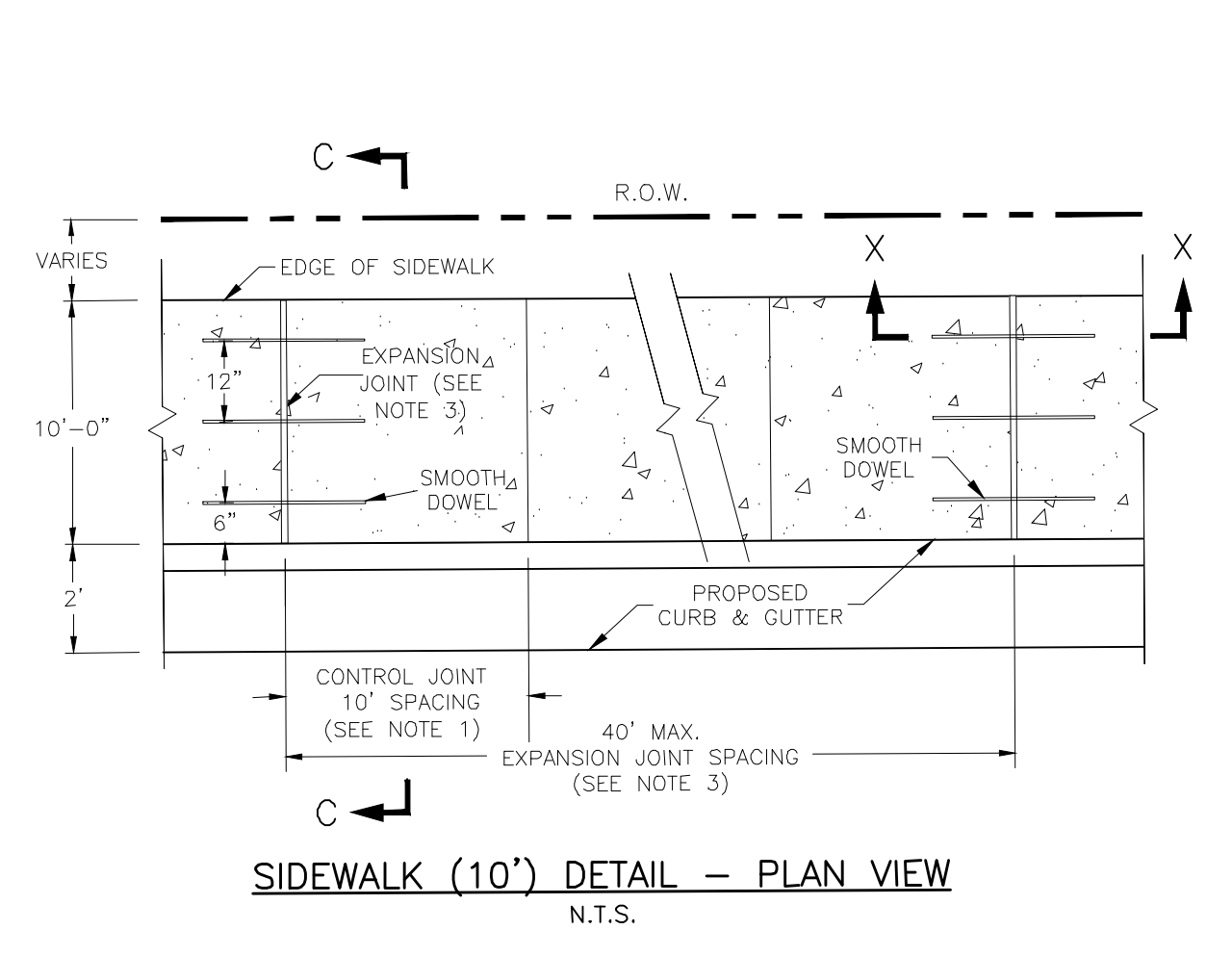


- LEGEND**
- PROPOSED SIDEWALK BY BEDC (10')- PHASE- 1A
 - PROPOSED SIDEWALK BY BEDC (6'-10')- PHASE- 1B
 - PROPOSED SIDEWALK BY BEDC (6'-10')- PHASE II
 - PROPOSED SIDEWALK TXDOT (6')
 - EXISTING SIDEWALK

- NOTES:**
1. THE CONSTRUCTION SHOULD COMPLY WITH THE 2014 TXDOT SPECIFICATIONS.
 2. AERIAL IMAGE WAS TAKEN FROM GOOGLE EARTH ON 05/08/2017.
 3. PROVIDE 10' CURB CUTS APPROXIMATELY EVERY 150' AND EVERY LOW POINT ALONG THE NEWLY CONSTRUCTED CURB.
 4. SIDEWALK WIDTH MAY BE REDUCED TO A MINIMUM 5' TO AVOID CONFLICTS WITH MAIL BOXES AND ELECTRIC POLES.

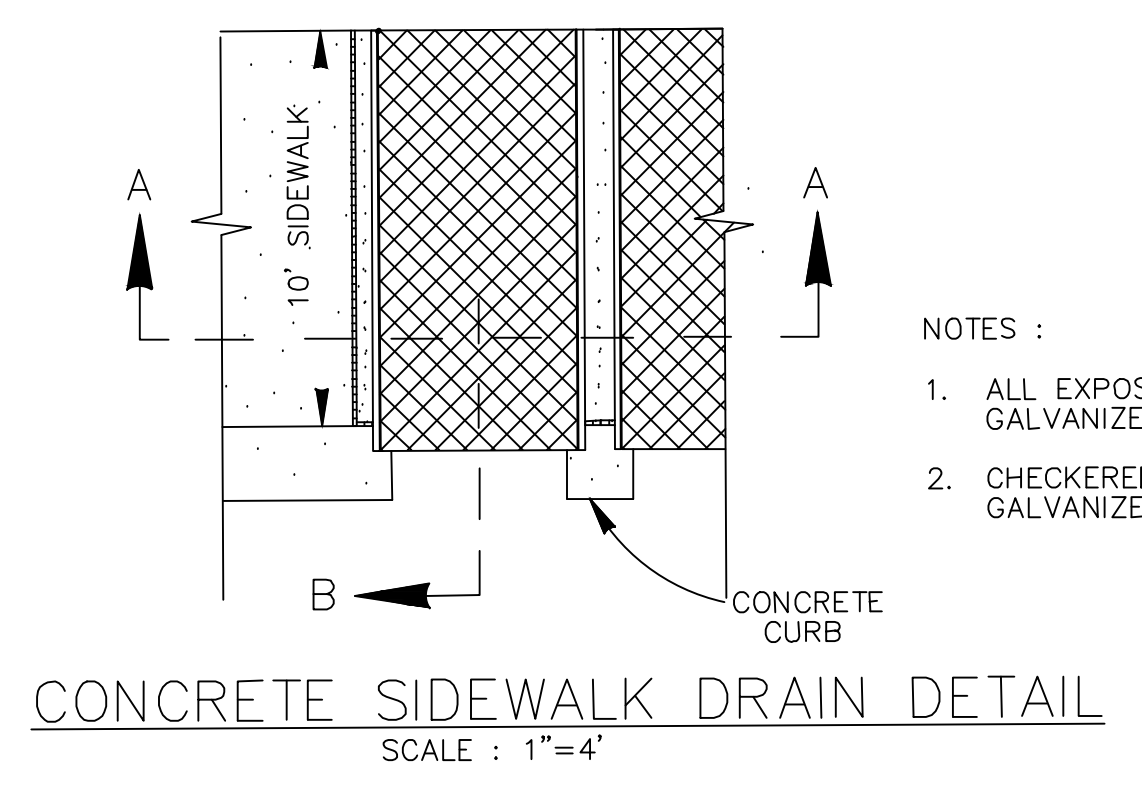
REVISION	DESCRIPTION	DATE

Bowman CONSULTING
 Phone: (512) 327-1180
 Building 3, Suite 220
 Austin, Texas 78746
 www.bowmanconsulting.com

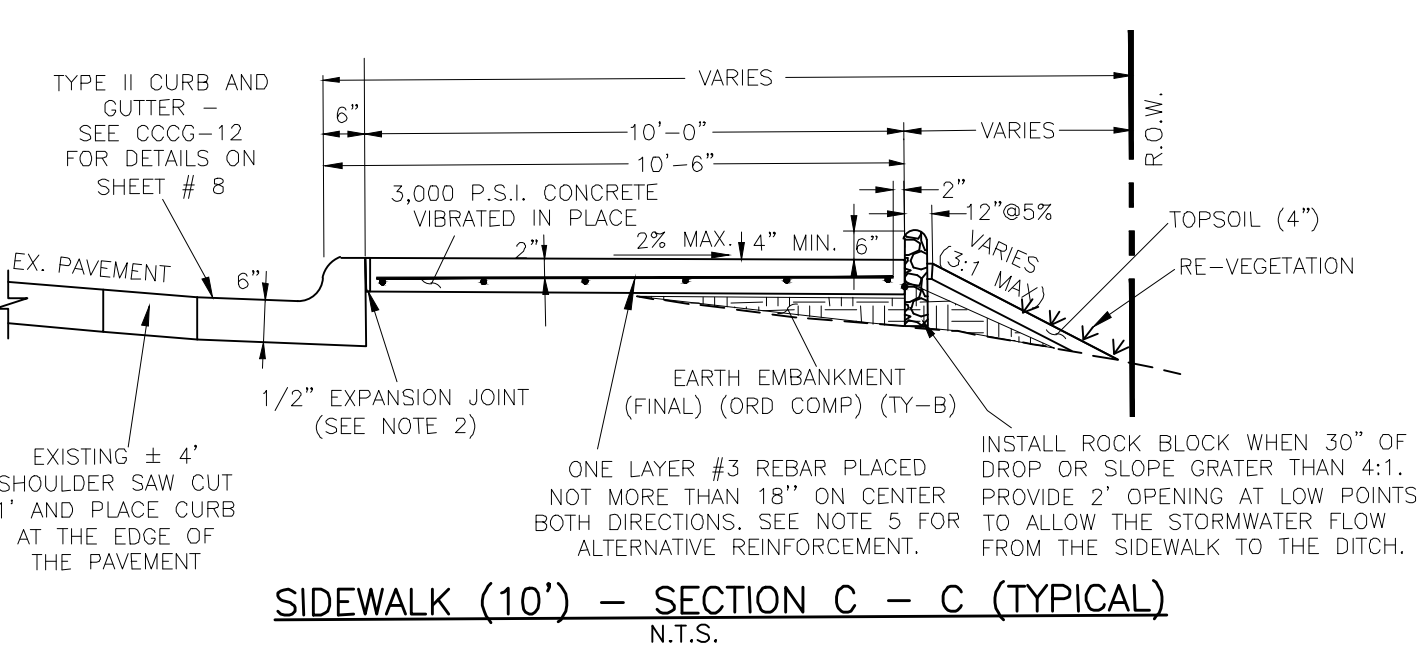
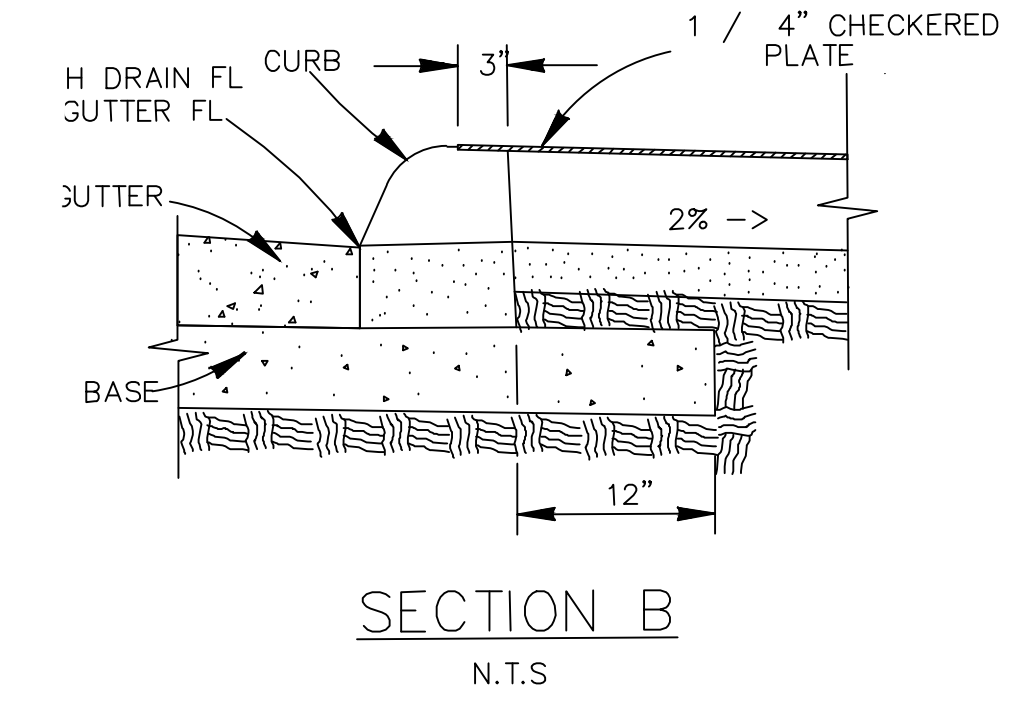


- NOTES:**
1. CONTROL JOINTS SHALL BE 1/4 INCH WIDE AND 3/4 INCH DEEP TOOLED OR SAW CUT INTO SIDEWALK. THEY SHALL BE SEALED USING CLASS B SELF-LEVELING, LOW MODULUS SILICONE OR POLYURETHANE FOR PORTLAND CEMENT.
 2. LONGITUDINAL EXPANSION JOINT BETWEEN CURB AND SIDEWALK SHALL BE 1/2 INCH WIDE. THE SEALANT SHALL BE CLASS B SELF-LEVELING, LOW MODULUS SILICONE OR POLYURETHANE FOR PORTLAND CEMENT.
 3. 3/4" REDWOOD EXPANSION JOINTS FOR SIDEWALK SHALL HAVE A MAXIMUM 40'-0" SPACING. EXPANSION JOINTS SHALL INCLUDE SMOOTH DOWELS CENTERED TO THE JOINT AT 12" C-C.
 4. TRANSVERSE EXPANSION JOINTS ALONG THE CURB SHALL BE AS SPECIFIED IN TXDOT STANDARD CCG-12. THE MAXIMUM SPACING SHALL BE 40'-0" FEET. THE SEALANT MATERIAL SHALL BE CLASS B SELF-LEVELING, LOW MODULUS SILICONE OR POLYURETHANE FOR PORTLAND CEMENT. ALTERNATIVELY 1/2" ASPHALT BOARD CAN BE USED.
 5. RAMPS AT INTERSECTION SHALL FOLLOW TXDOT DETAIL PED-12A.
 6. MATERIALS AND CONSTRUCTION SHALL BE IN ACCORDANCE WITH TXDOT SPECIFICATION.
 7. THE COMPACTION OF THE SIDEWALK SUBGRADE SHALL BE CHECKED BY PROOF-ROLLING TEST AS SPECIFIED IN TXDOT SPECIFICATIONS - ITEM 216. IF SOFT SUBGRADE SPOTS ARE DETECTED THEY SHALL BE CORRECTED BEFORE PLACEMENT OF CONCRETE OR EARTH-FILL MATERIAL.
 8. ALL DISTURBED AREAS TO BE REVEGETATED IN ACCORDANCE WITH TXDOT SPECIFICATIONS. PERMANENT VEGETATIVE COVER MUST ARCHIVE 70% COVERAGE PRIOR TO PROJECT ACCEPTANCE. SOIL RETENTION BLANKETS TO BE USED PER PLAN (SEE EROSION & SEDIMENTATION CONTROL PLAN)
 9. PLACE A 1/4" TOOLED RADIUS AT ALL EXPOSED CONCRETE EDGES.
 10. 1/2 INCH EXPANSION JOINT SHALL BE PLACED AROUND ALL INLETS. THE SEALANT SHALL BE CLASS B SELF-LEVELING, LOW MODULUS SILICONE OR POLYURETHANE FOR PORTLAND CEMENT.

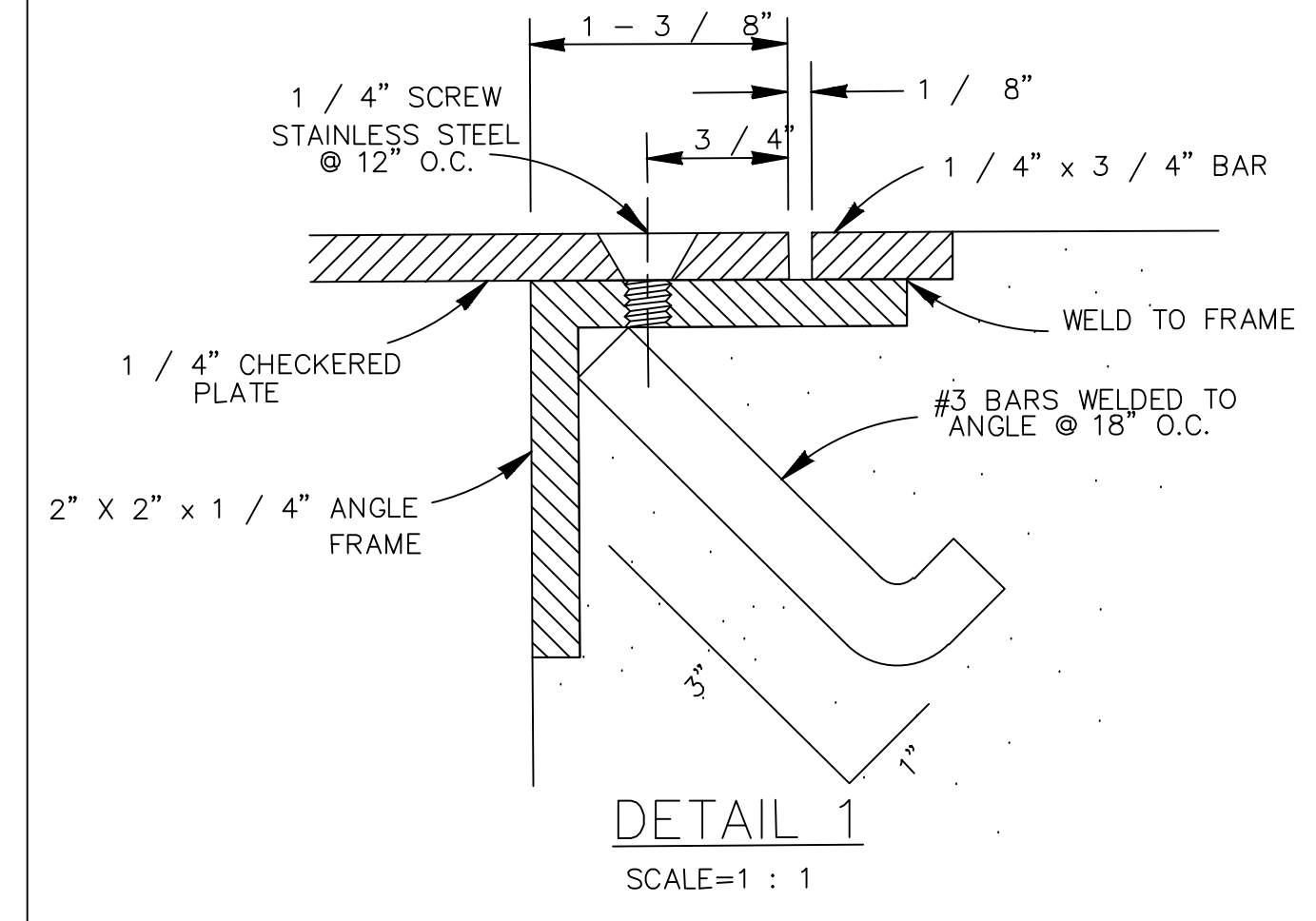
- NOTES FOR REBAR PLACEMENT:**
1. REINFORCEMENT SHALL BE ACCURATELY PLACED AT SLAB MID-DEPTH AND HELD FIRMLY IN PLACE BY MEANS OF BAR SUPPORTS OF ADEQUATE STRENGTH AND NUMBER THAT WILL PREVENT DISPLACEMENT AND KEEP THE STEEL AT ITS PROPER POSITION DURING THE PLACEMENT OF THE P.C. CONCRETE.
 2. IN NO INSTANCE SHALL THE STEEL BE PLACED DIRECTLY ON THE SUBGRADE, SAND CUSHION LAYER OR CLOSER THAN 2" TO THE OUT SIDE EDGE OF THE CONCRETE.
 3. ALL REINFORCING STEEL SHALL BE GRADE 60.
 4. ALL CONCRETE SHALL BE CLASS "C" AND SHALL HAVE A MINIMUM COMPRESSIVE STRENGTH OF 3600 PSI.
 5. WELDED WIRE REINFORCEMENT 6"x 6"x W14 x W14 SHALL BE ALLOWED IN PLACE OF #3 REBAR NOT MORE THAN 18" ON CENTER BOTH DIRECTIONS.



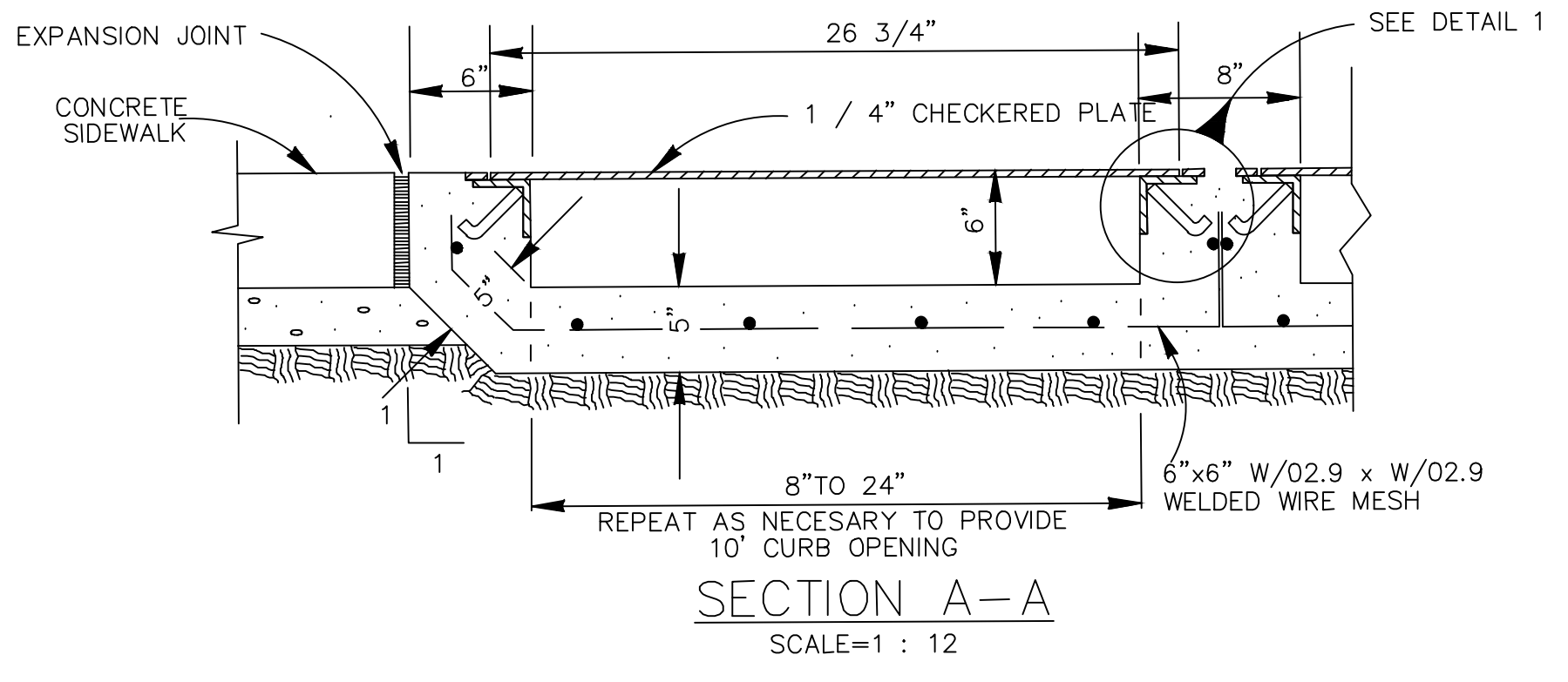
- NOTES:**
1. ALL EXPOSED METAL PARTS TO BE GALVANIZED AFTER FABRICATION
 2. CHECKERED PLATE SHALL BE GALVANIZED STEEL.



CONCRETE SIDEWALK DETAIL
 (FROM STA=2+58 TO 14+16)



CONCRETE SIDEWALK DRAIN DETAIL



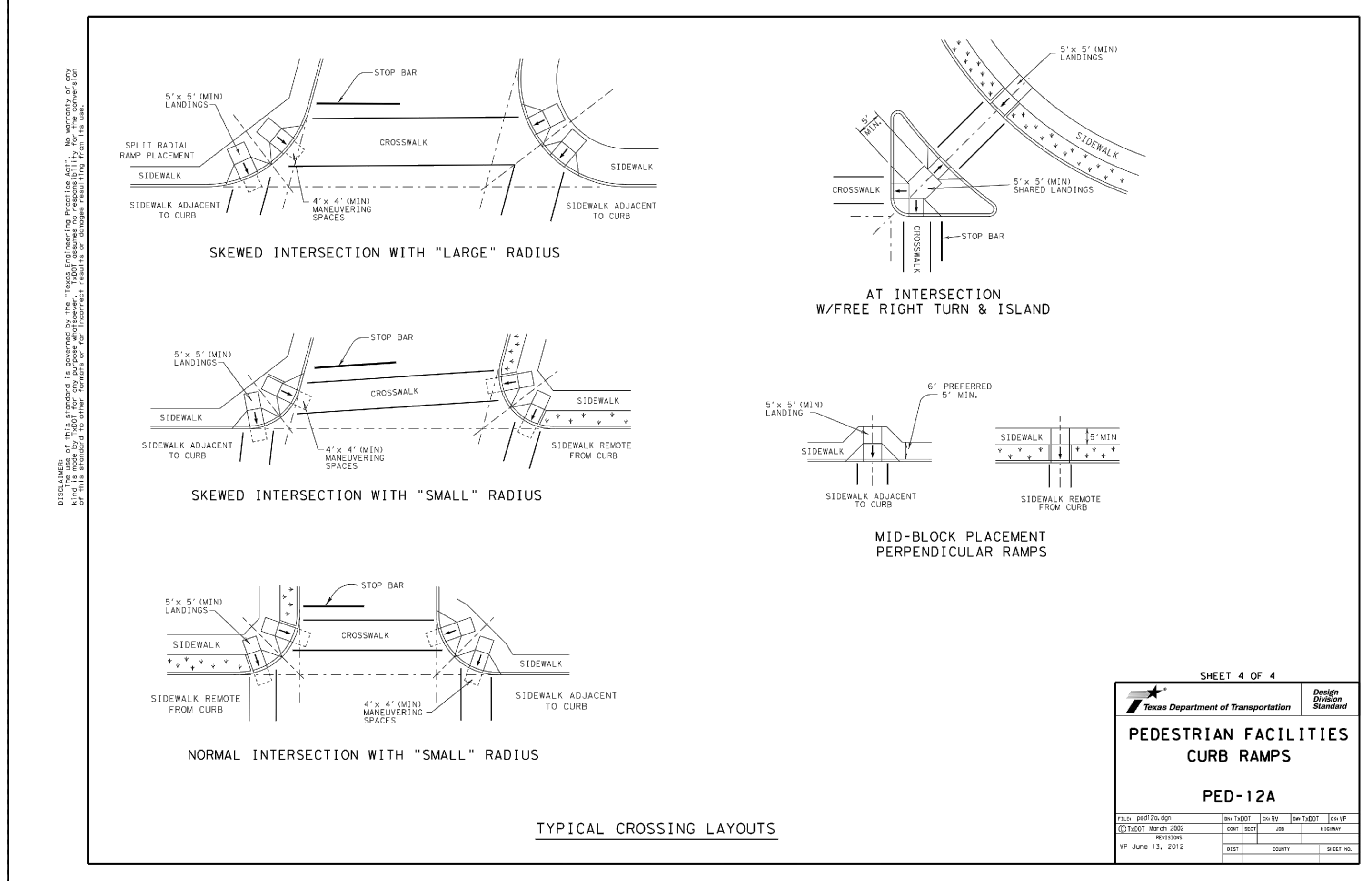
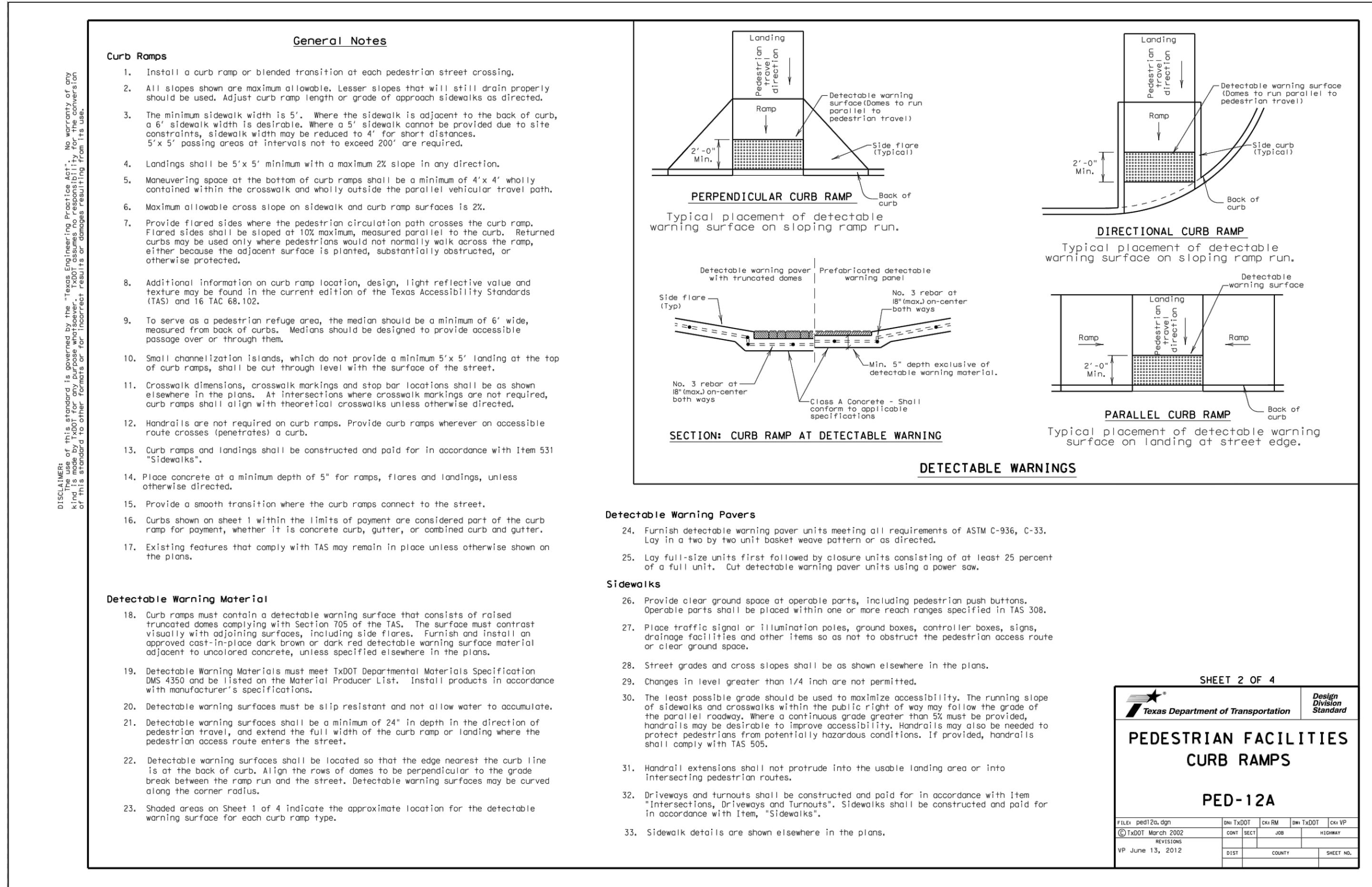
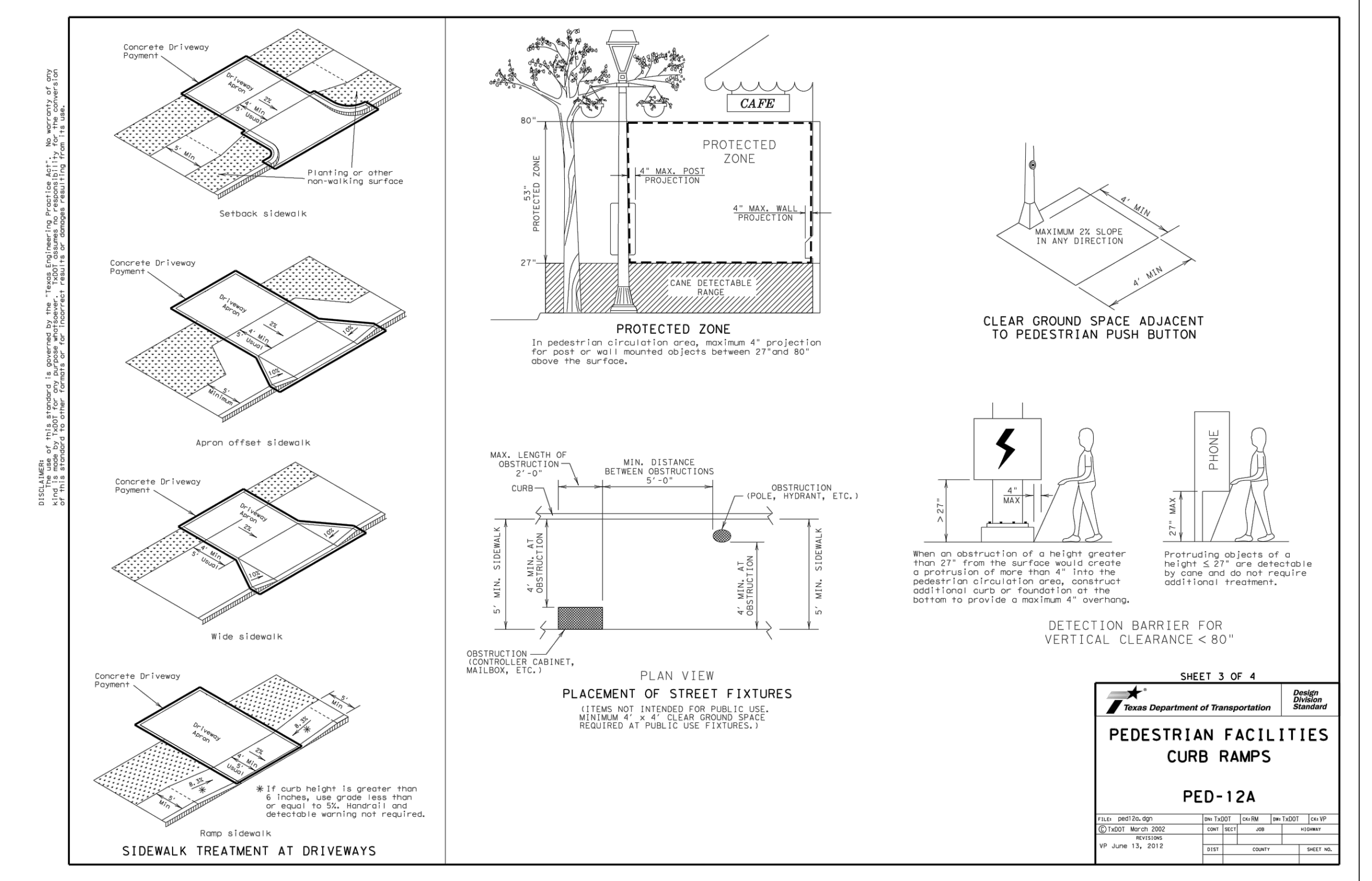
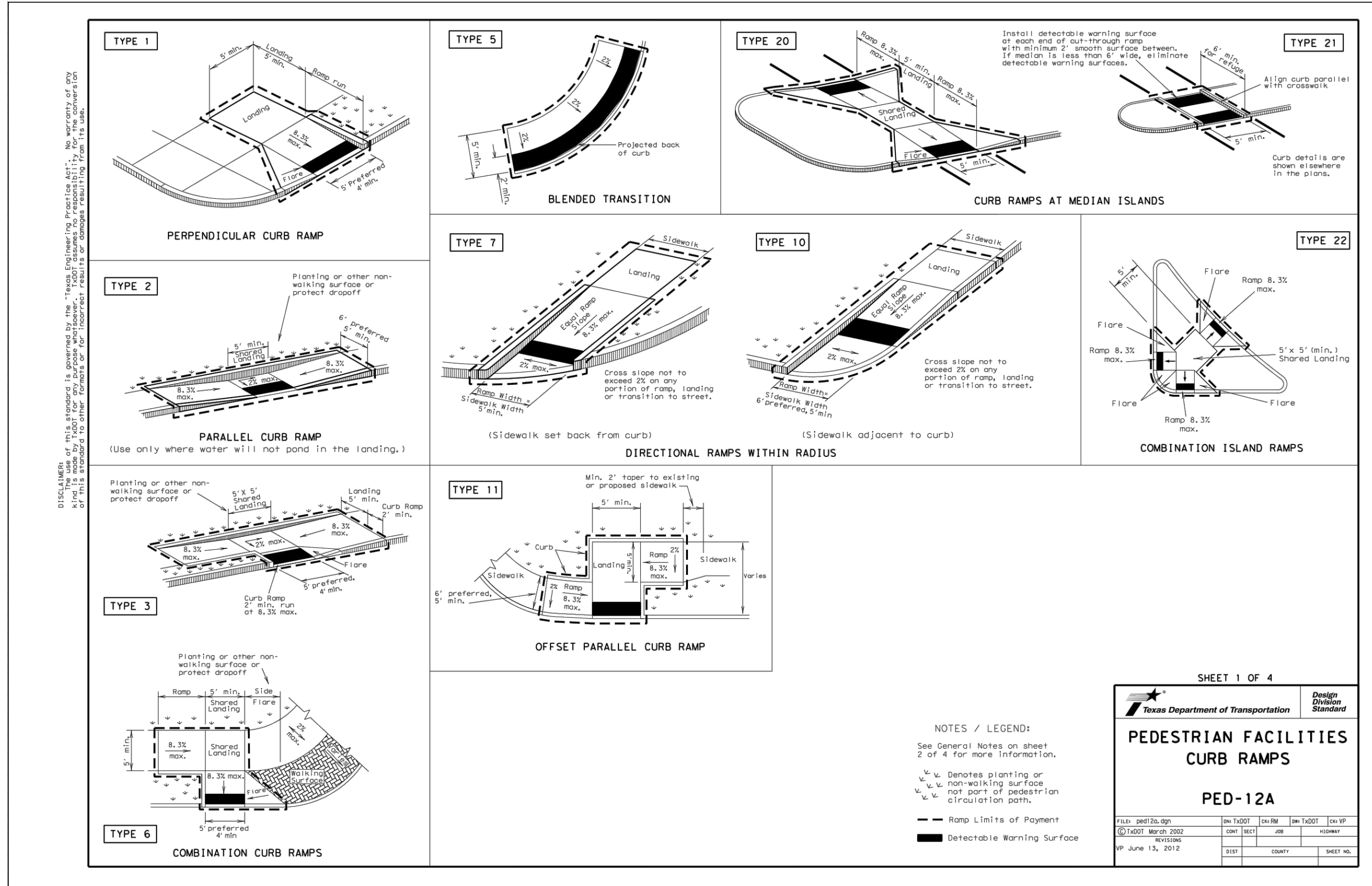
NOTE:
 THESE PLANS AND SPECIFICATIONS INCLUDE PROPRIETARY INFORMATION. REPRODUCTION OF THESE PLANS AND SPECIFICATIONS IS NOT AUTHORIZED WITHOUT THE WRITTEN CONSENT OF BOWMAN CONSULTING GROUP, LTD.
 BEFORE DIGGING CALL "TEXAS EXCAVATION SAFETY SYSTEM" AT 811

SIDEWALK EXTENSION PLAN - SHEET 6 OF 6
 BASTROP ECONOMIC DEVELOPMENT CORP
 SIDEWALK EXTENSION CONSTRUCTION PLAN
 BASTROP COUNTY, TX

THIS DOCUMENT IS RELEASED FOR THE PURPOSE OF REVIEW UNDER AUTHORITY OF EREN ULUSOY, P.E. 122168 ON 12/20/2017. IT IS NOT TO BE USED FOR CONSTRUCTION PURPOSES.

DESIGN	DRAWN	CHKD
EU	RB	EU

SCALE: H: V:
 JOB No. 072026-01-002
 DATE: 05/15/2017
 SHEET 7 OF 9



REVISION	DATE	DESCRIPTION

CONSTRUCTION DETAILS 1 OF 2
BASTROP ECONOMIC DEVELOPMENT CORP
SIDEWALK EXTENSION CONSTRUCTION PLAN
BASTROP COUNTY, TX
BASTROP COUNTY

THIS DOCUMENT IS RELEASED FOR THE PURPOSE OF REVIEW UNDER AUTHORITY OF EREN ULUSOY, P.E. 122168 ON 12/20/2017. IT IS NOT TO BE USED FOR CONSTRUCTION PURPOSES.

DESIGN	DRAWN	CHKD
EU	RB	EU
SCALE	H: V:	
JOB NO.	070206-01-002	
DATE	05/15/2017	
SHEET	8 OF 9	

NOTE: THESE PLANS AND SPECIFICATIONS INCLUDE PROPRIETARY INFORMATION. REPRODUCTION OF THESE PLANS AND SPECIFICATIONS IS NOT AUTHORIZED WITHOUT THE WRITTEN CONSENT OF BOWMAN CONSULTING GROUP, LTD.
BEFORE DIGGING CALL "TEXAS EXCAVATION SAFETY SYSTEM" AT 811



STAFF REPORT

MEETING DATE: September 11, 2018

AGENDA ITEM: 9R

TITLE:

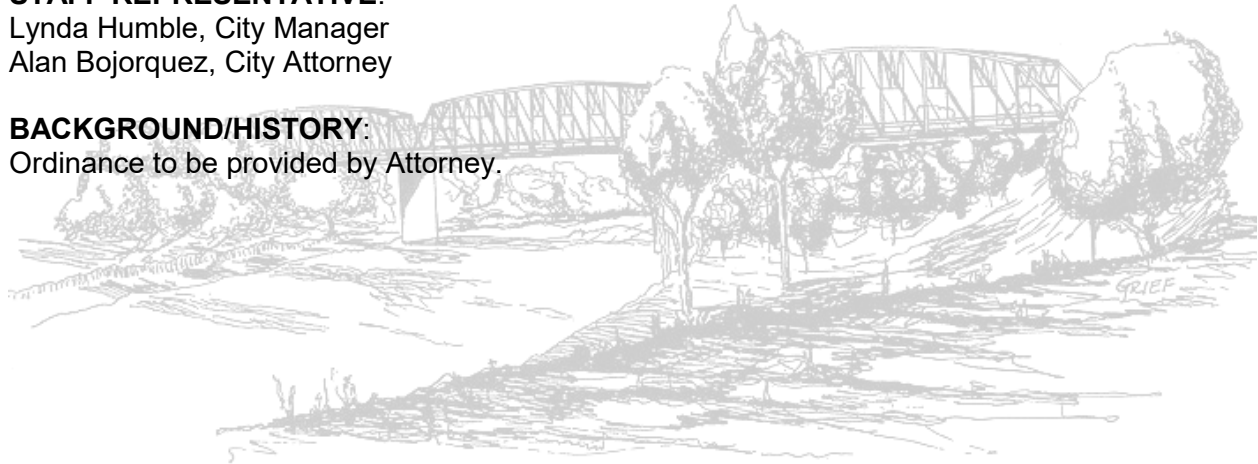
Consider action and approve Ordinance No. 2018-25 of the City Council of the City of Bastrop, Texas, enacting Chapter 3, Article 3.24 of the Bastrop Code of Ordinances; establishing construction and development procedures for the issuance of permits, the uniformity of requirements, and the recognition of grandfathered development status or vested rights claims.

STAFF REPRESENTATIVE:

Lynda Humble, City Manager
Alan Bojorquez, City Attorney

BACKGROUND/HISTORY:

Ordinance to be provided by Attorney.





STAFF REPORT

MEETING DATE: September 11, 2018

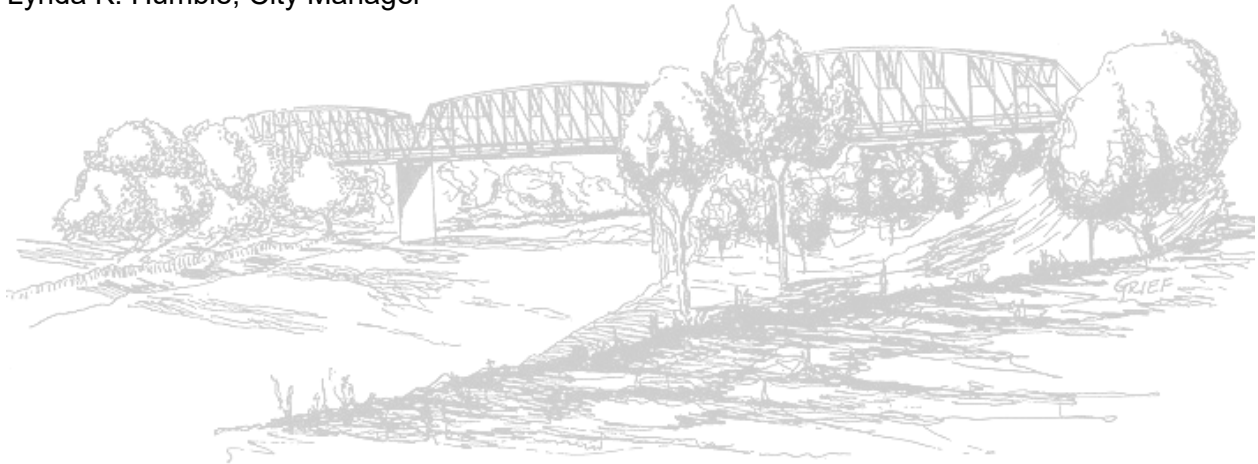
AGENDA ITEM: 10A

TITLE:

City Council shall convene into closed executive session pursuant to Section 551.071 of the Texas Government Code to confer with City Attorney regarding legal advice related to the status of the 1445 Interlocal Agreement between the City of Bastrop and Bastrop County for the review of subdivision applications in the City's extraterritorial jurisdiction.

STAFF REPRESENTATIVE:

Lynda K. Humble, City Manager





STAFF REPORT

MEETING DATE: September 11, 2018

AGENDA ITEM: 11

TITLE:

Take any necessary or appropriate action on matters posted for consideration in closed/executive session

STAFF REPRESENTATIVE:

Lynda Humble, City Manager

