

MEMO

TO: Mayor Kesselus & City Council

FROM: Michael H. Talbot
City Manager

DATE: September 23, 2014

RE: City Manager's Informational Update Report for the: September 23, 2014
City Council Meeting

- I. Meetings and Events Attended:
- A. Attended the Hunters Crossing Public Improvement District Budget Workshop of September 10, 2014.
 - B. Attended the Regular Monthly Board Meeting of the Chamber of Commerce on September 17, 2014.
 - C. Attended the Regular Monthly Board Meeting of the Lost Pines Groundwater Conservation District on September 17, 2014.
 - D. Coordinated with the City Attorney and Attended the City of Bastrop's Annual Board Training on September 18, 2018.
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II. **Update on City Projects and Issues:**

- 1. Discussion and Review of the Water Usage from September 1, 2014 through September 21, 2014: Attached as "**Exhibit A**" for the Mayor and City Council's review and consideration is the daily water consumption by the citizens and businesses of the City of Bastrop for the period of September 1, 2014 through September 21, 2014.
- 2. Update on the Short/Long Term Water Project: The City's Water Team has been working with representatives of the McCall Ranch to see if we could resolve their concerns regarding the City's well permit at the XS Ranch location, as well as assisting the McCall Ranch Team in creating a "Municipal Utility District" for their property. Though both the City and the McCall's representatives have been working together diligently, progress has been slow. I have coordinated with the members of the City's Water Team and it is currently our consensus that the City will need to move forward with the City's permit application for the first XS Ranch permit and also for the Ingram permit, with the Lost Pines Groundwater Conservation. At the present time, the Board of Directors at the Lost Pines Groundwater Conservation District is positioned to resume the work on the question of whether or not the McCall Ranch is potentially affected by the XS Ranch

permit No. 1, in October 2014 and to being the initial work on the Ingram well permit in November 2014. If this changes before the next Council meeting, I will attempt to notify and update the Council, at that time.

3. Update on the AMI Project: An integral part of the AMI Project was the utilization of the tower located at the Bastrop Public Library for infrastructure related to the AMI Project. Prior to bidding the AMI Project, the City understood from all the vendors who were looking at bidding on this project that the City would need to make some repairs to the tower. Aqua Metric's had delivered the base-station to the Library. Over the past two weeks the Public Works crews poured the slab for base station, which is located near the tower. After completing the construction of the concrete slab for the base station the crews mounted the base-station to the slab. [The cable from the Library to the tower was in an advance stage of deterioration.] BP&L replaced the cable from the library to the base-station and connected electrical power to the base station for the base-station to be energized for operations. Once all this work was completed, the Public Works crews constructed a wood fence around the base-station to ensure the base-station was secure. The tower is approximately 70 feet high. During the week of September 22, 2014, Aqua Metrics will be installing an antenna at the top of the tower and running a cable from the antenna to the base-station. The completion of this work is an important milestone for this project because all of the data being transmitted from meters will be sending a signal to the antenna down to the base-station at that location. The base-station will then transmit the data to City Hall. At the present time, we anticipate that the meter replacement component of this project will begin in about a month.
4. Update on the City of Bastrop's Mobility Study Regarding the Proposed Improvements for S.H. 71:-- **Summary of Work Performed During the Weeks of September 1 and 8, 2014:**
 - Completed necessary updates to DTA models per planned improvements to Loop 150
 - Obtained and reviewed turning movement counts for the four intersections requested from GRAM
 - Input traffic counts into Synchro and finished base scenario microsimulation model
 - Created preliminary Synchro models for construction/TCP phases at the intersection of SH 71 and Tahitian Drive
 - Created preliminary Synchro models for the final build out of SH 71 at Jackson Street and Tahitian Drive
 - Began evaluating microsimulation model results
 - Began updating DTA models to incorporate Synchro signal timing plans
 - Began drafting technical memo

➤ **Data Requirements Pending:**

- Traffic control plan documents for SH 71 at Jackson Street construction phasing (to be provided by City of Bastrop/TxDOT – Note: These were not available at the time of preparing this report to the Council)
- Existing intersection signal design plans/as-built drawings for the following intersections (to be provided by City of Bastrop/TxDOT):
 - ❖ SH 71 @ Tahitian Dr/LP 150
 - ❖ SH 71 @ Jackson St/SH 95
 - ❖ Jackson St/SH 95 @ LP 150
 - ❖ SH 21 @ LP 150

➤ **Summary of Work Anticipated to be Performed During the Week of September 15, 2014:**

- Finish calibrating and finalize DTA models as per the traffic counts and microsimulation model outputs
- Finalize microsimulation models for all scenarios and compile outputs for reporting
- Continue to compile results and draft technical memo.

- ❖ Update on the Chamber Street Reconstruction Project: The Chamber Street project consist of placing approximately 4,700 square yards of concrete pavement, with storm drainage improvements, from Cedar Street to Hawthorne Street along Chamber Street. The project was bid on June 9, 2014 and awarded by the City Council to Patin Construction LLC, in the amount of \$518,557.00. Patin has been working on the street and drainage improvements. The high pressure water line was lowered by City crews due to insufficient cover discovered during potholing the lines. Patin continued to work on drainage improvements while the City crews lowered the high pressure water line. The drainage improvements are approximately 90% complete. In addition, Patin has formed and is tying steel for the concrete street placement on about 50% of the project. Concrete placement is scheduled to take place the week of September 22, 2014 on the first portion of the project. The reason for the delay between pours of the concrete for the street is to allow adequate time for each pour of concrete to cure and to keep the project moving forward. Patin currently plans to place concrete on the last portion of the project on about October 20, 2014 and then, to release the street for public traffic on October 27, 2014. This is tight schedule with the rains that have occurred this past week. The following is the current schedule for this project (subject to weather changes, of course):9/23/14 – 1st of 4 concrete pours. Northern half of Chambers Street.

- ❖ 9/30/14 – 2nd concrete pour. Sidewalks and Driveways along the Northern half of Chamber Street.
- ❖ 10/1/14 – Open the Northern half of Chambers Street to traffic and close the southern portion Chambers Street.
- ❖ 10/13/14 - 3rd pouring of concrete on the South half of Chambers Street.
- ❖ 10/20/14 - 4th and final pour of concrete for the sidewalks and driveways along the Southern half of Chambers Street.
- ❖ 10/21/14 – Begin site clean-up and open entire street to traffic
- ❖ 10/27/14 – Reopen all driveways on the southern portion of Chambers Street.
- ❖ 10/31/14 – Project substantially complete.

5. Update on City-Wide Clean-up Project: Councilmember Gilleland would like to take a few minutes to update the council and the public on what has been accomplished for the upcoming City-Wide Clean-Up Event. Bastrop County has recently decided to join the City with this endeavor and I believe that this is an exciting partnership that will really have great results for Ms Gilleland's project.
6. Review and Discussion with Mr. Dan Wegmiller (of Specialize Public Finance) Regarding Potential Restructuring the Convention Debt: As I have previously advised the Council, I have been working Mr. Dan Wegmiller, the City's Financial Advisor, about the feasibility of restructuring the Convention Center's outstanding debt. Mr. Wegmiller has developed two (2) possible scenarios for potentially restructuring the Convention Center, by extending the maturities for five (5) years. The first scenario looks at leveling the debt service payments and the second scenario looks at leveling the savings created from the restructuring. As you would anticipate, both scenarios create a gross dollar loss, due to extending the maturities; however, they create annual savings in the early years. I would also like to point out that some of the loss (gross dollar and present value), as well as annual savings, could change if the City looked at not extending the debt for five (5) years, and rather, only extended for two (2) to three (3) years. Also, to calculate restructuring parts of the existing issues, the City had to 'round' some of the issuance amounts from the old/existing bonds, so the amounts may vary a bit with outstanding bonds. These scenarios, at this point, are preliminary but need discussion and review with the City Council. Mr. Wegmiller will be present Tuesday evening to go over these scenarios with the City Council and answer any questions you may have. I will have hand-outs available for each of the two (2) scenarios, i.e., for extending the outstanding debt five (5) years. I would attach them to my report but the numbers would be so small I don't believe the Council could read the numbers. Also, I anticipate that there will be discussion with and potential revisions by the Council, before a final direction is taken on this matter, after which time I will run schedules for each of you to study.

7. Update on the PEG Channel: I continue to work closely with the City Attorney on various issues related to the PEG channel and we have a good understanding of our position on the various issues in this regard. However, another issue has arisen that I need the Council's input on before we go further. Specifically, there is at least one other entity that would like to have the opportunity to operate the PEG channel on behalf of the City. I need some guidance as to how the City Council would like us to proceed in determining the operation and contracting for same. Secondly, I wanted to advise the Council that after an extensive discussion with Andres, I have approved that the access points for connection to the "Public Access Channel" be relocated to City Hall. Relocating the access points to City Hall, will not in any way impact on whomever the Council decides to operate the Public Access Channel. It merely places the City in a better position to control the channel, going forward, as well as to move to video streaming. Further, the day after the Council meeting, Andres will be able to provide a DVD of the Council meeting to whomever is operating the Public Access Channel and they will not have to incur the cost of having someone video tape the Council meeting. This will reduce costs substantially for whomever the City selects to be the PEG contractor and should also keep the City's costs down, as well.
8. Review and Discussion regarding the Agreement between the City of Bastrop and Republic Services for Solid Waste Services: The current contract for solid waste services, between the City and Republic Services, is a seven year contract and the contract states that the effective date of the contract is May 1, 2008. Section 10.00 "TERM" of the contract states the following: The initial seven (7) year term of the 2008 Contract shall automatically be extended for successive additional seven (7) year terms, unless by January 15th of the 7th year prior to the expiration of the initial seven year term or any successive seven (7) year term, either party notifies the other party in writing, of its intentions to terminate this 2008 contract. I realize January 15th 2015 is a few months off, but I would like some direction from the Council as to your desires on how the City should proceed on this matter. If the Council's desire is to consider and/or terminate the contract and go out for a new "Request for Proposal" [RFP] for solid waste services, then we need to get started soon. And, we will need to be prepared to notify Republic on the decision to do so. If the Council decides to out for RFP's there is nothing which would prohibit Republic Services from submitting a proposal. It will take some time to put an RFP together and that decision clearly has to be decided by January 15, 2015. Alternatively, the City could: (1) commence preparing an RFQ, and (2) between now and January 15, 2015, see what amendments to the existing contract could be renegotiated with Republic Services, before making a final decision to re-let the RFP for this service to the City.
9. Review of a Request from Enterprise Products to Temporary Lease from the City of Bastrop, the thirty (30) acres of Property owned by City Located on Lovers Lane: The City of Bastrop has been approached by Enterprise

Products, of San Marcos, Texas, to access and lease (on a short term basis) the 30 acres of land that the City owns on Lovers Lane. A high pressure gas main runs through this property. The nature of the use of the land anticipated by Enterprise Products is to conduct Hydrostatic (high-pressure water) test of the Enterprise Texas Gas Pipeline. During the hydrostatic test, a section of the pipeline is filled with water and then pressurized. If the pipeline does not hold pressure, the source of the pressure leak will be identified and repaired and the line will then be retested. The pipeline must successfully pass the hydrostatic test, confirming that the pipeline is in a leak-free condition. Enterprise has agreed to clean and mow the entire 30 acres for the opportunity to use the City's property. Assuming that this company agrees to sign the necessary agreements (waivers and indemnities, etc.), and posts acceptable insurance with the City, I see no reason not to allow Enterprise to use the property. However, I would like appreciate any input from the Council on this request.

10. Set a Date in the Month of January 2015 for the "Annual City Council Planning Retreat": The Mayor would like to move up the time frame for the Council's "Annual Planning Retreat". In the past the Council has held the "Planning Retreat" in March or April. The Mayor is suggesting that the Planning Retreat in January on (Dates provided at meeting). I believe moving the Annual Planning Retreat up to the month of January makes a lot of sense, rather than waiting until March or April. Normally after we have the retreat it takes a few weeks to prepare the report, a few more weeks for the Council to review the draft report that results from the work done by the Council at the Retreat, and then, a few more weeks for the Council to adopt the final Retreat Report. By holding the Retreat in January, the final Retreat Report could possibly be completed by March, just as I kick-off the development of the upcoming FY-Budget. It would be immensely helpful for me to know, at that time, what the Council's priorities are, as I begin the process of developing the upcoming FY-Budget.
11. Discussion Regarding the FY-15 Allocation of the Hotel/Motel Organizational Funding: I have encountered a couple of issues regarding the allocation of Hotel/Motel funding that I have previously not encountered and, therefore, am seeking input from Council. The first issue is that "Keep Bastrop County Beautiful" [KBCB] has decided not to accept the funds the Council allocated to KBCB. The Council allocated \$5,050.00 to that group. The reason KBCB has decided not accept the funding provided by the Council is that they have decided not to hold their annual Expo, in June. KBCB has decided put their efforts toward the City Wide Clean-up Program, instead. Not accepting the funds doesn't really create any problems and allows the Council at mid-year budget review to allocate the funds towards another tourism activity. But, I wanted to update you on this fact at this time. However, the second issue is a bit more complicated. In their application, the Downtown Business Association [DBA] requested total funds in the amount of \$75,125.00, and the Council allocated \$50,800.00 to them.

Since the DBA did not receive all the funding requested, the DBA has notified me that they would like to drop undertaking the “Yesterfest Event” and would like to reallocate use of the funds provided to them by the Council for the following events: (1) Veterans Day Car Show, and (2) Lost Pines Christmas and Parade, and (3) Contract Labor for Technical Support. When the Council scored their application, I had no idea what importance the Council placed on the Yesterfest Event in deciding to provide funds to DBA, nor am I able to determine what DBA’s decision not to host the Yesterfest Event would have had on the Council’s decision regarding funding for that entity. But, because this is a significant change in the events that DBA represented to the Council that it would host with the funding provided by the City, I need some guidance on how the Council would like me to proceed, with this request from DBA.

12. The City of Bastrop’s Participation in “CAMPO”: The City of Bastrop has received a request from CAMPO to contribute \$785.00 for FY-15. Barring any objection from the Council, I plan on honoring their request to provide them funding in the amount \$785.00.
13. Discussion and Review of Bastrop’s County’s Shelter Program: I was advised last Thursday that Bastrop County has allocated \$1,500,000.00 for the City of Bastrop out of the Shelter Program. On this past Thursday, I also received the guidelines on what the City of Bastrop must do to qualify for/obtain the \$1,500,000.00 grant. I was advised that the City will have approximately two (2) months to put the City’s application together, to ensure that the City is eligible to receive the \$1,500,000.00. It is my understanding that the City can submit an application for the construction of the shelter without having a definitive site/location for the shelter, at this time. The City will need to develop preliminary drawings and a cost estimate of the shelter to be constructed. I believe some of the funds can be used for the purchase of a site, as well. I am going to spend the next two (2) weeks reviewing the grant guidelines, so that the City can be postured to submit an application. I may need to spend some funds on Professional Services – to retain an architect to assist with the development of the necessary drawings. Secondly, in the past we had discussion of involving the YMCA in this project. Accordingly, I need input from you on whether or not the Council wants me to ask the YMCA to assist in the preparation of the City’s application to the County.
14. Update on Repairs to Well G: As of September 18, 2014 the well/pumping data is still being reviewed by Lane Pump Service. Lane will size the pump and motor to get the optimum performance based upon their review of the data. Once the size of the pump is decided, Lane will install the new pump and motor and, after the required TECQ testing, Well G will be put back in operation.
15. Update on the Willow Well Field Filtration Project: The City staff and engineering consultant are in the process of taking raw water samples to assist in evaluating the filtering system that will provide the best performance and life of the filter before the filter has to be changed out. The

schematic design for the filtration system has been sent to TECQ for their review and comments. The staff and consultant are coordinating the ongoing water quality testing that will be required once the filtration system is installed.

16. Update on the "Water Reuse Project: The City Council previously directed that the City pursue the sale of the wastewater effluent for construction projects. The ordinance is being developed and is approximately 90% complete. I will be bringing the Ordinance to the Council, in draft form, in the near future. TECQ requires that the City have an approved contract by TECQ for the sale of any reuse water. The contract is approximately 95% complete and it will be submitted to the TCEQ, as a draft, for their review and input. TECQ also requires the City develop an Operations and Maintenance Manual to govern maintaining the system for providing the sale and use of reuse water. These documents are approximately 75% complete. At the present time we project that by January 1, 2015 the City be in position to begin selling reuse water.
17. Homecoming/Rodeo Arena: The Mayor and I will be meeting with members of the Home Coming Committee to discuss the future direction of the Rodeo Arena and what steps could be taken to make it a more valuable asset for attracting more Rodeo's to Bastrop.
18. Update on the Tahitian Village Overpass: On September 11, 2014, I was advised by the Texas Department of Transportation [TxDOT] that the bid to construct the Tahitian Village Overpass was awarded to Hunter Industries. TxDOT assured me that now that the bid has been awarded, they will keep the City in loop as details of the project develop.

III. Other Activities:

1. Convention Center for the period ending September 22, 2014:

➤ Events:

- Sept 4th – Farm Street Opry – Ballrooms A and B - 300
- Sept 6th - Wedding and Reception - Entire Facility
- Sept 8th - BEDC – workshop – Meeting Rooms 1, 2 3 and 4
- Sept 9th – Employee Luncheon – Ballroom B
- Sept 11th – Bastrop Pregnancy Center Fundraiser – Entire Facility
- Sept 14th, 15th and 16th - Farm and Ranch Freedom Alliance Conference – Entire Facility

➤ Marketing/PR:

- Convention Center ads continue to run during KXAN – NBC news.

- The Director worked with Graphic artist on ads for upcoming magazine publications.
- The Director met with Cherry Abel, President Elect, MPI – THCC Meeting Professionals International Hill Country Chapter – to discuss Annual Conference details.
- The Director met with Amy Miller, City of Elgin, to discuss festival details.
- The Director met with the General Manager, Producer and Sales with KOKE Radio, in Austin, to discuss new event possibilities at the Convention Center.
- The Director attended the JAMCO groundbreaking.
- Terry Haggerty wrote a great article on the Farm Street Opry and will be submitting to the *Austin Statesman* and *Bastrop Advertiser*. He will be on-site to do the same for the upcoming 'Farm and Ranch Freedom Alliance Conference'.
- The Director met with Jonathan and Colin, with Bastrop Creative Marketing, to discuss joint marketing.
- The Director worked on editorial/ad for **THE KNOT** wedding magazine.
- The Director coordinated details of tradeshow booth for the upcoming Bridal Show in Austin.
- The Director attended the TxAVF - Texas Association of Venues and Facilities - quarterly meeting in Abilene, TX.

➤ **Operations:**

- Steve continues to work on routine maintenance/repair issues.
- The Director continues working on year end operational budget items.
- Steve has sent out the proposal requests for 2014-2015 landscape maintenance.
- The Director is reviewing applications and 2 candidates have been selected for interviews.
- Curbs were repaired in parking lot.
- New signage facing Chestnut has been installed.

➤ **Walk Ins:**

- 9/5/14 – CATERER- delivery of check for 5%
- 9/5/14 – CLIENT Bride for 9/6 wedding dropping by to see layout
- 9/8/14 – gentleman asking who built our fence; information emailed to him
- 9/8/14 – T. Haggerty for K Danielson
- 9/9/14 – NEW LEAD Lady inquired about cost of facility for Quinceanera

- 9/9/14 – CATERER – questions about delivery of balloons and cookies to Best of Bastrop event
- 9/9/14 – CATERER-delivery of liability insurance requirements
- 9/10/14 – NEW LEAD 2 ladies inquiring about facility, given tour, folder, answered questions

➤ **Inquiries:**

- 9/5/14 – St. Farm Insurance for one of our client's events
- 9/5/14 – Client call re: liability insurance
- 9/8/14 - NEW LEAD call w/questions about lease agreement, security
- 9/8/14 - NEW LEAD call – event for 500 – event in 2014
- 9/9/14 – CATERER called wanted to begin dropping off items for event; discussed required liability insurance that was not completed—paperwork was delivered
- 9/9/14 - NEW LEAD availability for Nov 5
- 9/10/14 - NEW LEAD for 2015 – available dates given
- 9/10/14 CLIENT – wanted to drop off item for storing until event next month, explained we could not do that for them
- 9/11/14 – CLIENT – layout questions for upcoming event
- 9/11/14 - NEW LEAD funeral reception for Saturday; have 3 day conference arriving Sunday
- 9/11/14 - NEW LEAD appt. made for paperwork to complete on 9/17/14.
- 9/12/14 - NEW LEAD - questions of availability for 9/26 & 27 – already booked; suggested another date but were firm on the dates
- 9/15/14 – Vendor inquiry about invoice
- 9/15/14 – CLIENT inquiry about audio visual
- 9/16/14 – CLIENT inquiry about event
- 9/16/14 – Caterer inquiry re: event here
- 9/16/14 – Vendor inquired about invoice which was already processed 2 months previously
- 9/16/14 – CLIENT inquiry about event details
- 9/17/14 – CLIENT inquiry regarding liability insurance for event
- 9/17/14 – Caterer inquiry re: 5% cater fee

➤ **APPOINTMENTS:**

- 9/11/14 – Mission U Too appt NEW LEAD, paperwork completed
- 9/11/14 – T. Gajera appt NEW LEAD – tour and proposal given
- 9/17/14 – Mission U Too appt CLIENT, 1pm w/KD added rest of facility for event rental

- 9/18/14 – meeting with auditors
- Farm St Opry Calls – 4
- **CALL LOG:**
 - Total Calls: 179 Incoming Calls: 118 Client: 5 New Leads: 5
 - Outgoing: 58 Outgoing –Client: 6 Outgoing-Caterer/Vendors: 5
 - Internal/Misc. – 44

2. Bastrop Main Street Program:

Report period covers September 10 through September 19, 2014

- **Business Activities**
 - Third Thursday Shopping event continues to grow with shops open late and a contest in the works that will result in a \$1000 shopping spree for one lucky entrant. Names are collected each month at this event and the winner will be drawn at the Third Thursday event in December
- **Committee/Board Updates**
 - The Design Committee met on 9/9 and discussed the design for the Main Street Sidewalk Project and decided to meet again with the Promotions Committee on 9/25 to discuss Alley B project.
 - The Entrepreneur Ready Leadership Team met on 9/10 and discussed final plans for the November 18 presentation by the Adult Entrepreneur Business Plan Competition entrants (6). They also discussed ways to help the business teachers from both High Schools with their Speaker Series this fall.
- **Main Street Events**
 - **TMS** – Director was invited to participate in Resource Team Visit for Waco’s new Main Street Program. Director met with downtown businesses to discuss the success of a Downtown Business Alliance and explore ideas for their program.

3. Planning and Community Development:

Inspections Bi-Weekly Construction Report – September 18, 2014

For September 23, 2014 City Council Meeting

Air Quality McKinney Roughs Monitoring Site CAMS 684				
Sept 2014 Date	Max Value (POC 1)*	Time of Highest Ozone	Avg Value (POC 1)*	Air Quality Condition
6	29	4:00PM	14	Good
7	43	4:00PM	26	Good
8	48	4:00PM	26	Good
9	41	1:00PM	19	Good
10	28	5:00PM	16	Good
11	31	4:00PM	17	Good
12	28	5:00PM	14	Good
13	14	5:00PM	8	Good
14	27	5:00PM	14	Good
15	36	1:00PM	14	Good
16	30	11:00AM	18	Good
17	32	4:00PM	17	Good
18	20	5:00AM	14	Good
*Parts per billion				

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

- Tuesday, September 23rd – 6:30 pm City Council Meeting
 - Proclamation: October – Planning Month
 - Consent/Second Readings
 - Revise Use Chart for Alcohol Sale and Consumption in CBD, Central Business District
 - Revise Section 13.2.3 Permitted Use to allow retail operations of 500 sq. ft. or less in AOS, Agricultural/Open Space
 - Chapter 4, Alcohol Ordinance Amendment
- Thursday, September 25th – 6:00 pm Planning & Zoning Commission Meeting
 - Preliminary plat for Pecan Park, Section 4 and 5
 - City-initiated zone change – BB 5, 1702 Linda St
- Construction Standards Board met on September 11th at 5:30 pm and the Board members agreed to hold public hearing November 13, 2014 at 5:30 pm to take action to recommend adoption of the 2009 International Building Codes (IBC) and 2011 National Electric Code (NEC) to the City of Bastrop Building Code. Prior to this meeting in November, contractors in all fields will be notified of the City’s desire to update our building codes; notice will also be placed in the Bastrop Advertiser.
- Form Based Code Task Force will meet for their monthly meeting on Thursday, October 2, 2014 to provide comments regarding the DRAFT framework. Work is continuing regarding the draft and hope to have a combined FBC Task Force

meeting with the City Council on Tuesday, December 9, 2014 prior to the City Council meeting at 4:30.

- Engineering Projects in process:
 - XS Ranch – Development Agreement Amendment
 - McCall Ranch – Development Agreement
 - Hasler Blvd. Re-paving project – construction complete; awaiting final close-out documents from contractor; anticipate City Council approval at 10-14-14 meeting.
 - Bastrop County Medical Center – comments issued 8/20/14; awaiting resubmittal
 - Pecan Park – utilities & roadway construction – Orchard Parkway, approximately 92% complete
 - Hunters Crossing 7B- Maintenance Bond – bond has been extended until repairs are complete (contractor coordinating testing and pavement repairs)
 - Buttonwood Administrative Plat two residential lots- staff comments were issued 8/19/14; awaiting resubmittal
 - BEDC Replat Lot 3 – BEFCO revising lot layout prior to resubmittal; awaiting resubmittal
 - Covert Chevrolet – final engineer concurrence letter received; staff to prepare informational timeline for future reference
 - Pecan Park, Sections 4 & 5 (residential lots) – Preliminary plat will go to Planning & Zoning 9/25/14
 - Pecan Park, Section 5A final plat and public utility construction -staff plat comments issued 9/11/14; awaiting resubmittal
 - Site Distance Analysis – Intersection of Pine and Pecan Streets
 - Coghlan Group site development staff comments issued 9/12/14; initial site grading permit issued 9/11/14; awaiting plan resubmittal
 - Bastrop Station Administrative plat – resubmittal received 9/8/14; under review
 - Bastrop Station Site development plans received 9/4/14; under review
- Major Construction Projects in process:
 - Dunkin' Donuts – tenant finish-out approximately 60% complete
 - Covert Maintenance Service Center Remodel – remodel approximately 99% (on hold)
 - Hunter's Crossing Retail Center FM 304 – approximately 68% complete
 - Academy – building approximately 75% complete; interior walls insulated, framed, drywall installed
 - Little Colony Retail Center - site work 75% complete, building approximately 70% complete
 - HEB Expansion – Phase I remodel - approximately 91% complete; Phase II expansion -approximately 90% complete; about to relocate deli and bakery
 - Southside BBQ – site work approximately 70% complete; building approximately 80% complete.

4. YMCA ACTIVITIES: No period submitted for this reporting period.

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