

M I N U T E S
BASTROP CITY COUNCIL
SPECIAL MEETING/ UTILITY WORKSHOP
July 15, 2014 at 6:30 pm

Pursuant to the Texas Government Code, Chapter § 551, the City Council of Bastrop, Texas held a Special Workshop/Utility Meeting on the aforementioned date at the Bastrop City Hall Council Chambers located at 1311 Chestnut Street in Bastrop, Texas to consider the following matters:

- A. CALL TO ORDER** - Mayor Kesselus called the meeting to order at 6:30 pm. A quorum was present; Council Members Dock Jackson, Joe Beal, Kay Garcia McAnally, Kelley Gilleland, and Mayor Pro-Tem Willie DeLaRosa.
- B. Adjourn** the Special Meeting – The Bastrop City Council will **convene** into a Utility Workshop Session to consider the following:
1. Discussion and evaluation of any and all matters related to the City's utilities, including but not limited to:
 - (a) Current and future provision of water/wastewater and electric service to the citizens of the City and in the extraterritorial jurisdiction,
 - (b) The protection and preservation of future water and electric resources, operations, competitive matters, potential upgrades, planning, and
 - (c) The resolution of utility issues as they arise
 - (d) Evaluation of current operations
 - (e) Update on the AMI Project

At 6:31 pm, Mayor Kesselus adjourned the Special Meeting and convened into the Utility Workshop Session. He thanked those in attendance and introduced City Manager Talbot, who discussed the following highlights in the Utility Committee Quarterly Report for the period of April through June 2014:

Bastrop Power & Light

- 2,849 Total hours worked; *the majority of hours used on work orders (889) and system maintenance (871)*
- 341 Total work orders; *the majority were with line locates (107) and turn on/off service (123)*

Water & Wastewater

- 4,101 Total hours worked; *the majority of hours used were on work orders (732), water/wastewater projects (638), wastewater maintenance (626), and wastewater operations (559)*
- 326 Total work orders; *a large majority were in line locates water/wastewater (221) and dirty water (62)*

Meters Read/Billed (*Overall water there was a slight increase in comparison to a year ago*)

- 2,328 Residential billings
- 626 Commercial billings
- 9 Hydrants

Treated Water/Wastewater

- Water treated -118,286,000
- Water consumed – 101,959,400
- Water loss – 16,326,600 (*due to flushing of fire hydrants*)
- Wastewater treated – 77,770 (*Accounts: Residential 2,101/ Commercial 512*)

City Manager Talbot introduced Utilities Director Trey Job, who offered insight and updates on the water/wastewater meter locations for active construction. Utilities Director Job pointed out the locations of the various auto flush valves throughout the city used in a proactive attempt to address the dirty water concerns. Periodical water flushes are conducted to eliminate line residue due to construction in the surrounding areas. Utilities Director Trey Job provided the Council a FAQ handout that provided additional clarification on the importance of flushing hydrants to maintain good water quality.

Council Members expressed concern on the possible although slight cost increase of water on our consumer's utility bill. Utility Director Trey Job assured the Council the increase would be minimal. Council Member Joe Beal suggested as a less expensive alternative, that a contract with LCRA would allow us to use river water for the flushes. City Manager Talbot stated he would contact LCRA.

City Manager Talbot continued his review of the quarterly utility report and provided the Council information on the water per capita usage for water/wastewater during this quarter and that the well static levels are as expected.

Utility Customer Service/Meter Techs

- 3,471 Total hours worked; *majority of hours were used collecting utility payments (1,134), followed closely by meter reading (1,071)*
- 385 Work orders; *majority of hours were on occupancy changes (184) and turn on service (81)*

Council Member McAnally inquired about the number of disconnects during this quarter. CFO Karla Stovall stated this has been the lowest number of disconnections we have had. The Utility Department takes a proactive approach by utilizing system software that reminds our customers of their due bill which helps reduce the number of disconnections.

City Manager Talbot continued with his review of the Financial Revenue Summary for Electrical and Water/Wastewater. He followed by providing the Council a summary on the "Groundwater Under the direct Influence of surface water (GUI) Compliance Timeline," which relates to compliance of TCEQ's requirements for water treatment and operation. The GUI Compliance timeline summary reflected the initial meeting date with TCEQ on May 21, 2012 followed by various meeting dates through July 11, 2014.

City Manager Talbot advised the Council that he had met with Republic Service Representatives in efforts to address the brush concerns, lack of service, and poor communication with our residents and City staff. They stated they are working on a plan to address the brush concern on a weekly basis. However, City Manager Talbot advised them that verbal promises would not suffice and their plan of action would need to be in writing. The Republic Service Representatives stated they would be providing that written document within the next few days.

Lastly, City Manager Talbot provided a "Benchmark Matrix" to the Council that reflected how the City of Bastrop compares with other cities, similar in size and services provided. The Council expressed their appreciation for the City Manager's report and the in-depth information provided in the matrix.

Mayor Kesselus thanked the City staff for their reports and moved to adjourn the Utility Workshop Session.

- C. The Bastrop City Council will **adjourn** the Utility Workshop Session and **reconvene** back into Special Utility Meeting and/or take any actions necessary related to the Special Utility Workshop noted herein.

At 8:01 pm, Mayor Kesselus adjourned the Utility Workshop Session and reconvened into the Special Meeting to take necessary action(s), no action taken.

City Manager Talbot stated that he would be providing the Council with updates on the items discussed at this evening's meeting.

Mayor Kesselus stated he was skipping Agenda Items D and E and moved to Agenda Item F.

- D. The Bastrop City Council will meet in a **CLOSED/EXECUTIVE SESSION** pursuant to the Texas Government Code, Chapter §551, *et seq*, to discuss the following:
1. SECTION(S) **551.071(1) (A)** and **551.071 (2)** - Consultation(s) with Attorney: (1) Threatened and/or contemplated litigation, and (2) Matters upon which the attorney has a duty and/or responsibility to report to the governmental body.
 2. SECTION **551.072** - Deliberation regarding real property: Regarding the purchase, exchange, lease, disposition, or value of real property.
 3. SECTION **551.074**- Personnel Matter- Evaluate City Manager
 4. SECTION **551.086**- Certain Public Utilities: Competitive Matters
- E. The Bastrop City Council will reconvene into open Special Utility Meeting to discuss, consider, and/or take any actions necessary related to the Executive Session noted herein, or Regular Agenda items, notes above, and/or related items.
- F. Adjournment - Mayor Kesselus requested a motion to adjourn. Council Member Joe Beal made the motion to adjourn the meeting; seconded by Mayor Pro-Tem DeLaRosa, meeting adjourned at 8:02 pm.

APPROVED: _____

Ken Kesselus, Mayor

ATTEST: _____

Elizabeth Minerva Lopez, City Secretary