

MINUTES
BASTROP CITY COUNCIL
SPECIAL MEETING/ UTILITY WORKSHOP
Tuesday, October 21, 2014 at 6:30 pm

Pursuant to the Texas Government Code, Chapter § 551, the Bastrop City Council held a Special Meeting/Utility Workshop on the aforementioned date and time at the Bastrop City Hall located at 1311 Chestnut Street in Bastrop, Texas to consider and take any necessary action on 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, Kay Garcia-McAnally, Kelley Gilleland, and Joe Beal, were in attendance. Mayor Pro-Tem Willie DeLaRosa was absent.
- 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) REVIEW OF CURRENT OPERATIONS FOR WATER, WASTEWATER AND ELECTRIC
 - (B) UPDATE ON THE AMI PROJECT
 - (C) POSSIBILITY OF CREATING A \$1 CHECK-OFF ON THE UTILITY BILLS THAT COULD BE USED TO HELP PEOPLE IN DIRE CIRCUMSTANCES WITH UTILITY BILLS
 - (D) DISCUSSION REGARDING LATE PAYMENT AND FEES ASSOCIATED WITH LATE PAYMENT
 - ~~(E) CONSIDERATION OF CHRISTMAS TIME REBATE OF \$100 TO RESIDENTIAL CUSTOMERS AND \$250 TO COMMERCIAL CUSTOMERS~~
 - ~~(F) DISCUSSION ON THE INVESTIGATION OF THE ELECTRICAL PROBLEMS WITH THE HOUSE AT SPRING/HILL~~
 - (G) DISCUSSION ON COMMUNITY EDUCATION TO CONSERVE ENERGY
 - (H) UPDATE ON LONG TERM WATER SUPPLY
 - (I) OTHER OPERATIONAL MATTERS RELATED TO the Water/Wastewater Department and Electric Department.

At 6:31 pm, Mayor Kesselus adjourned the Special Meeting and convened into the Utility Workshop Session. Manager Talbot presented an overview of the items listed above with the exception of items (e) and (f) which were to be discussed in closed/executive session, as per Mayor’s request.

City Manager Talbot provided a PowerPoint Presentation for the Utilities Quarterly report for the months of July through September 2014, and he invited BP&L Director Ervin who provided an overview of his department. Mr. Ervin noted the total hours worked were 3,232 with the highest hours spent on System Maintenance (887), Work Orders (372), and ROW Tree Trimming (327). He elaborated on the work orders that reflected a majority of their time was spent on Connect/Disconnect of Services (157), Line Locates (105), and Limbs in line (28). The Council acknowledged BP&L staff’s response time to work orders were being completed in less than an hour.

City Manager Talbot thanked BP&L Director Ervin and invited Utility/Public Works Director Job to present the items under Water/Wastewater Department. Mr. Job reflected the total hours worked were 3,842, with the majority of hours with W/WW Work orders (845), Water Operations (560), and W/WW Projects (539). He noted the majority of the work orders were locating W/WW lines (207), Dirty Water (42) and Water Leans Main/Service (23). Mr. Job added that the work orders reflected did not include the routine functions performed on a daily basis. The Council acknowledged the lower monthly water usage in comparison to 2013.

City Manager Talbot invited CFO Stovall who presented the Utility Customer Service/Meter Services report. CFO Stovall noted a total of 3,584 hours worked during this quarter with the three highest work hours in Collection of Utility Payments (1196), Meter Reading (1071) and Work Orders (405). She commended her staff for their continuous efforts in extending quality service to our customers which was confirmed by the lower disconnects due to prior notification before scheduled disconnection. CFO Stovall followed with the review of the Financial Summary for the quarter which was evident with the increase in Sales, Service Fees and Extension Fees since 2013. She acknowledged Republic Services efforts in improving their service and response time during this quarter.

City Manager Talbot continued his presentation with an update of City's current projects. He noted that the following two generator projects had been primarily funded by a Hazardous Mitigation Grant. The Loop 150 Lift Station Generator Project was ninety-five percent (95%) complete with a completion date of October 16, 2014 and the at the Willow Street Lift Station Generator Project was ninety percent (90%) complete and expected completion date of October 21, 2014.

City Manager Talbot provided the Council Members information for their consideration on City Programs used to assist citizens with their utility bill. After a brief discussion, the Council expressed interest and their support in implementing such a program.

City Manager Talbot also requested their consideration on which organization they wanted as the select for to be responsible for overseeing the program.

City Manager Talbot provided the Council a review of the "City of Bastrop Water System Flow Chart for 2007-2014" and offered to answer any questions. The Council Members thanked City Manager Talbot for his research and the report.

C. THE BASTROP CITY COUNCIL WILL ADJOURN THE UTILITY WORKSHOP SESSION AND RECONVENE BACK INTO SPECIAL MEETING AND/OR TAKE ANY ACTIONS NECESSARY RELATED TO THE SPECIAL UTILITY WORKSHOP NOTED HEREIN.

At 7:03 pm, Mayor Kesselus adjourned the Utility Workshop Session and reconvened into the Special Meeting to take necessary action.

In efforts to help the City's BP&L utility customers, the Council agreed to create a one-dollar (\$1.00) check-off program on the utility bill that could help utility customers who facing disconnection due to a financial distress, but would finalize the details of the program on a later date.

MOTION - Council Member McAnally made the motion to have staff develop a one-dollar (\$1.00) check-off program on the City's Utility Bill that would help our utility customer during a financial hardship.

SECONDED - Seconded by Council Member Gilleland and unanimously approved with a 4-0 vote.

The Council Members extended their appreciation to City Manager Talbot for his research and report. Mayor Kesselus thanked City Manager Talbot by stating "*Great Job!*"

Mayor Kesselus then moved to Agenda Item D.

D. THE BASTROP CITY COUNCIL WILL CONSIDER, DISCUSS AND TAKE POSSIBLE ACTION CONCERNING THE CITY OF BASTROP'S POTENTIAL PARTICIPATION WITH THE YMCA ON THE FUTURE CONSTRUCTION AND OPERATION OF A YMCA FACILITY IN THE CITY OF BASTROP, INCLUDING THE POSSIBLE FINANCING MECHANISMS RELATED TO SAME.

City Manager Talbot informed the Council of the grant funds the City had been designated by the County and requested their direction on how they wanted to proceed with the invitation to partner for the YMCA project.

The Council held a discussion with consideration to various aspects but agreed to revisit the project and consider funding options at a City Council Meeting in January 2015.

Mayor Kesselus moved to Agenda Item E.

E. CITY COUNCIL MAY/WILL ADJOURN THE SPECIAL MEETING AND CONVENE A CLOSED/EXECUTIVE SESSION PURSUANT TO THE TEXAS GOVERNMENT CODE, CHAPTER 551, SECTIONS 551.071(1) AND/OR 551.071(2) FOR: (I) CONSULTATION WITH ATTORNEY CONCERNING MATTERS UPON WHICH THE ATTORNEY HAS A DUTY AND/OR RESPONSIBILITY TO REPORT TO THE GOVERNMENTAL BODY RELATED TO LEGAL MATTERS ON ISSUES PERTAINING TO PROCEDURES/PROCESSES FOR GOVERNING BODIES, BOARDS, COMMISSIONS AND MEMBERS; (II) OTHER PENDING LEGAL MATTER(S)/CLAIMS CONCERNING THE CITY; AND (III) ANY OTHER ITEMS POSTED ON THE CURRENT AGENDA, AS REQUESTED BY THE COUNCIL, CITY MANAGER OR ATTORNEY.

At 7:22 pm, Mayor Kesselus adjourned the Special Meeting and convened into a Closed Executive Session to discuss the following items as previously mentioned during discussion of Agenda Item B.

- (E) CONSIDERATION OF CHRISTMAS TIME REBATE OF \$100 TO RESIDENTIAL CUSTOMERS AND \$250 TO COMMERCIAL CUSTOMERS
- (F) DISCUSSION ON THE INVESTIGATION OF THE ELECTRICAL PROBLEMS WITH THE HOUSE AT SPRING/HILL

F. THE BASTROP CITY COUNCIL WILL ADJOURN THE CLOSED/EXECUTIVE SESSION AND RECONVENE INTO THE 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.

At 7:56 pm, Mayor Kesselus adjourned the Closed/Executive Session and reconvened into open Special Meeting to take necessary action if any on discussion of items withdrawn during the review of Agenda Item B); no action taken.

Mayor Kesselus proceeded to Agenda Item G.

G. THE BASTROP CITY COUNCIL WILL/MAY 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 - THE BASTROP CITY COUNCIL MAY/WILL MEET IN A CLOSED/EXECUTIVE SESSION PURSUANT TO THE TEXAS GOVERNMENT CODE, CHAPTER 551, SECTION 551.074 - PERSONNEL MATTERS CONCERNING PENDING PERSONNEL/EMPLOYMENT MATTERS - CITY MANAGER
4. SECTION 551.086- CERTAIN PUBLIC UTILITIES: COMPETITIVE MATTERS

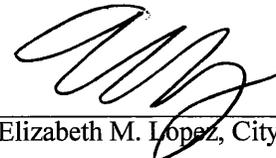
At 8:19 pm, Mayor Kesselus adjourned the Closed/Executive Session to discuss Agenda Items 1, 3, and 4 as noted in the Closed/Executive Session pursuant to the Texas Government Code, Chapter §551.

H. THE BASTROP CITY COUNCIL WILL RECONVENE INTO OPEN SPECIAL 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.

At 9:40 pm, Mayor Kesselus reconvened into open Special Meeting to take necessary action on items discussed in the Closed/Executive Session; no action taken.

I. ADJOURNMENT – Mayor Kesselus requested a motion to adjourn. Council Member McAnally made the motion that was seconded by Council Member Gilleland and the meeting adjourned at 9:45 pm.

Approved: 
Kenneth W. Kesselus, Mayor

Attest: 
Elizabeth M. Lopez, City Secretary