Bastrop, TX City Council Meeting Agenda
City Hall City Council Chambers
Bastrop, Texas 78602
(512) 332-8800

September 23, 2025
Regular City Council Meeting at 6:30 PM

City of Bastrop City Council meetings are available to all persons regardless of disability. If you require special assistance, please contact the City Secretary at (512) 332-8800 or write 1311 Chestnut Street, 78602, or by calling through a T.D.D. (Telecommunication Device for the Deaf) to Relay Texas at 1-800-735-2989 at least 48 hours in advance of the meeting.

The City of Bastrop reserves the right to reconvene, recess, or realign the Regular Session or called Executive Session or order of business at any time prior to adjournment.

PLEASE NOTE: ANYONE IN ATTENDANCE WISHING TO ADDRESS THE COUNCIL MUST COMPLETE A CITIZEN COMMENT FORM AND GIVE THE COMPLETED FORM TO THE CITY SECRETARY PRIOR TO THE START OF THE CITY COUNCIL MEETING. ALTERNATELY, IF YOU ARE UNABLE TO ATTEND THE COUNCIL MEETING, YOU MAY COMPLETE A CITIZEN COMMENT FORM WITH YOUR COMMENTS AT CITYOFBASTROP.ORG/CITIZENCOMMENT AT LEAST TWO HOURS BEFORE THE MEETING STARTS ON THE REQUESTED DATE. COMMENTS SUBMITTED BY THIS TIME WILL BE GIVEN TO THE CITY COUNCIL DURING THE MEETING AND INCLUDED IN THE PUBLIC RECORD, BUT NOT READ ALOUD. COMMENTS FROM EACH INDIVIDUAL IN ATTENDANCE WILL BE LIMITED TO THREE (3) MINUTES.

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE - Alyvia Tamayo and Bria Figueroa, Riverside Middle School Volleyball Players

TEXAS PLEDGE OF ALLEGIANCE - *Honor the Texas Flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.*

3. INVOCATION – Bastrop Police Department Chaplain

4. PRESENTATIONS

4A. Mayor's Report

4B. Council Members' Report

4C. City Manager's Report

1. Cancel October 7, 2025 Meeting

2. Streets Update

3. Bridge Update

4. Water Plant Update

5. Wastewater Treatment Plant Update

4D. PROCLAMATION - Falls Prevention Awareness Week

5. WORK SESSIONS/BRIEFINGS

5A. Discussion and possible action on the recommendations received from the community for improvements to Mayfest Park and modifications to the City of Bastrop Experience Bastrop Parks Master Plan.

Submitted by: Sylvia Carrillo-Trevino, City Manager, ICMA-CM, CPM

6. STAFF AND BOARD REPORTS

6A. Receive a presentation on the unaudited Monthly Financial Report for the period ending August 2025.

Submitted by: Laura Allen, Assistant Finance Director

7. CITIZEN COMMENTS

At this time, three (3) minute comments will be taken from the audience on any topic. Anyone in attendance wishing to address the Board/Commission must complete a citizen comment form and give the completed form to the Board/Commission Secretary prior to the start of the Board/Commission meeting. In accordance with the Texas Open Meetings Act, if a citizen discusses any item not on the agenda, the Board/Commission cannot discuss issues raised or make any decision at this time. Instead, the Board/Commission 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 the City Manager for research and possible future action. Profanity, physical or other threats are not allowed and may subject the speaker to loss of the time for comment, and if disruptive to the conduct of business could result in removal of the speaker.

8. CONSENT AGENDA

All matters listed under "Consent Agenda" are considered to be routine by the city council and will be enacted by one motion. There will not be a separate discussion of these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately.

8A. Consider and act on the second reading of Ordinance No. 2025-70, establishing 2.195 acres located at 610 Martin Luther King Jr. Drive, Bastrop, Texas, as designated parkland.

Submitted by: Vicky Steffanic, Chief of Police

8B. Consider and act on the second reading of Ordinance No. 2025-66 amending the Code of Ordinances, related to Chapter 1.10 Titled “Parks" Article 1.10.002 Titled "Parks Rules" amending the content to allow use by all individuals.

Submitted by: Vicky Steffanic, Chief of Police

8C. Consider and act on Resolution No. R-2025-161, approving the City of Bastrop Purchasing Policy, which is attached as Exhibit A.

Submitted by: Judy Sandroussi, Finance Director

8D. Consider and act on Resolution No. R-2025-162, approving the City of Bastrop Financial Management Policy, which is attached as Exhibit A.

Submitted by: Judy Sandroussi, Finance Director

8E. Consider and act on Resolution No. R-2025-163 approving the City of Bastrop Investment Policy, which is attached as Exhibit A, and a list of qualified brokers, which is attached as Exhibit B.

Submitted by: Judy Sandroussi, Finance Director

8F. Consider and act on Resolution No. R-2025-164 approving a service agreement with Meeder Public Funds, Inc, of Austin, in the amount not to exceed $50,000.00, to provide investment advisor services and to approve their list of qualified brokers.

Submitted by: Judy Sandroussi, Finance Director

8G. Consider and act on Resolution No. R-2025-165, approving the City of Bastrop to be a Participant in Texas Connect investment pool.

Submitted by: Judy Sandroussi, Finance Director

8H. Consider and act on Resolution No. R-2025-159 to delay action on the Ordinance authorizing the issuance of the Certificates until a regular meeting of the City Council to commence at 6:30 p.m. on October 21, 2025.

Submitted by: Judy Sandroussi, Finance Director

8I. Consider and act on Resolution no. 2025-166 accepting a donation from First National Bank in the amount of $3,490.00.

Submitted by: Tanya Cantrell, Human Resources Director

8J. Consider and act on Resolution No. R-2025-115, to decommission the Bastrop Cultural Arts Commission and transition its functions to the Bastrop Cultural Arts Committee housed within the Discover Bastrop Department, and authorizing the City Manager to execute all necessary documents.

Submitted by: Michaela Joyce, Main Street Manager

8K. Consider action to approve Resolution No. R-2025-138 of the City Council of the City of Bastrop, Texas, that approves the City of Bastrop Police Department to apply for a grant from the Texas Department of Transportation (TXDOT) for Thirty-nine thousand, one

hundred thirty-nine dollars and fifty-five cents ($39,139.55) allowing officers to educate, enforce and participate in on-going public engagement for a specified mobilization period (such as Christmas, New Years, Spring Break, Independence day and Labor day) regarding Impaired Driver Mobilization in designated high alcohol-related areas, with 20 percent matching funds (fringe benefits) from the City of Bastrop; authorizing the Chief of Police as the grantee's authorized official; providing for a severability clause and establishing an effective date.

Vicky Steffanic, Chief of Police

8L. Consider and act on Resolution No. R-2025-169 authorizing participation with the State of Texas, through the Office of the Attorney General, in the latest global opioid settlements (including Purdue/Sackler and secondary manufacturer settlements), approving settlement participation and release forms, and authorizing the City Manager to execute all related documents.

Submitted by: Michael Muscarello, City Secretary

8M. Consider and act to approve the Bastrop City Council minutes from the August 19, 2025, Special Meeting, the September 3, 2025, Town Hall Meeting, and the September 9, 2025, Regular Meeting.

Submitted by: Victoria Psencik, Assistant City Secretary

9. ITEMS FOR INDIVIDUAL CONSIDERATION

9A. Conduct a public hearing, consider and act on the first reading of Ordinance No. 2025-71, adopting the budget for Fiscal Year 2025-2026 (October 1, 2025 through September 30, 2026) attached as Exhibit A; making certain appropriations; and providing that expenditures for said Fiscal Year be made in accordance with said budget; providing a distribution; and move to include on the September 30, 2025 agenda for the second reading.

Submitted by: Sylvia Carrillo-Trevino, ICMA-CM, CPM, City Manager

9B. Conduct a public hearing and consider and act on the first reading of Ordinance No. 2025-72, Adopting the tax roll, adopting the tax rate, and levying ad valorem taxes for the Fiscal Year 2025-2026 to provide revenue for the payment of budgeted municipal expenditures; and providing for tax assessment; records; severability; an effective date; and proper notice and meeting; and move to include on the September 30, 2025, agenda for a second reading.

Submitted by: Sylvia Carrillo-Trevino, ICMA-CM, CPM, City Manager

9C. Consider and act on Resolution No. R-2025-131 authorizing the reallocation of funding for the Riverbank Stabilization.

Submitted by: Laura Allen, Assistant Finance Director

9D. Conduct a public hearing, consider and act on the first reading of Ordinance No. 2025-67 for a Zoning Concept Scheme request to rezone the project site from P-EC Employment Center to Planned Development District (“PDD”) with a base district of P4,

for the area described as being 7.398 +/- acres out of the Steel Yard Subdivision, Lot 3, located at 2002 SH 95, Bastrop, TX 78602, within the city limits of Bastrop, Texas.

James E. Cowey, Director of Development Services

9E. Discussion and possible direction regarding Senate Bill 1008, relating to state and local authority to regulate the food service industry and its impact on local alcohol permitting and licensing.

Submitted by: Michael Muscarello, City Secretary

9F. Consider and act on Resolution No. R-2025-158 to establish boundaries and standards for the creation of a South End District bounded by Water Street, Chestnut Street, Highway 95, and Gutierrez Street.

Submitted by: Sylvia Carrillo-Trevino, ICMA-CM, CPM, City Manager

9G. Consider and act on Resolution No. 2025-167 to solicit the services of a professional engineer through a Request for Qualifications who will act as Engineer of Record for the Wastewater Treatment Plant #4 expansion.

Submitted by: Sylvia Carrillo-Trevino, ICMA-CM, CPM, City Manager

9H. Consider and act on Resolution No. 2025-168 to enter into a professional services agreement for planning and architectural services with Place Designers, Inc for the development of a feasibility study for a Hotel/Convention Center Project, and a Regional Hospital an amount not to exceed $96,000.

Submitted by: Sylvia Carrillo-Trevino, ICMA-CM, CPM, City Manager

10. EXECUTIVE SESSION

10A. City Council shall convene into a closed executive session pursuant to Texas Local Government Code Section 551.072 to deliberate the purchase, exchange, lease, or value of real property related to the Pine Forest Six Development.

10B. City Council shall convene into a closed executive session pursuant to Texas Local Government Code Section 551.071 and 551.072 to seek advice of legal counsel to discuss and deliberate regarding the proposed sale of real estate property located along Jasper Street.

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

12. ADJOURNMENT

All items on the agenda are eligible for discussion and action unless specifically stated otherwise.

The Bastrop City Council reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations),

551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices), and 551.087 (Economic Development), and §551.086 (Competitive Matters regarding Electric Utility).

I, the undersigned authority, do hereby certify that this Notice of Meeting as posted in accordance with the regulations of the Texas Open Meetings Act on the bulletin board located at the entrance to the City of Bastrop City Hall, a place of convenient and readily accessible to the general public, as well as to the City's website, www.cityofbastrop.org and said Notice was posted on the following date and time: September 17, 2025 at 6:00 p.m. and remained posted for at least two hours after said meeting was convened.

/s/Michael Muscarello
Michael Muscarello, City Secretary

STAFF REPORT

MEETING DATE: September 23, 2025

TITLE:
Mayor's Report

AGENDA ITEM SUBMITTED BY:
Sylvia Carrillo-Trevino, ICMA-CM, CPM, 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 23, 2025

TITLE:
Council Members' Report

AGENDA ITEM SUBMITTED BY:
Sylvia Carrillo-Trevino, ICMA-CM, CPM, 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:

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(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 23, 2025

TITLE:
City Manager's Report

AGENDA ITEM SUBMITTED BY:
Sylvia Carrillo-Trevino, ICMA-CM, CPM, 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:

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(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.

Proclamation

BASTROPTX
Heart of the Lost Pines / Est. 1832

WHEREAS, falls are the leading cause of fatal and nonfatal injuries among older adults; and

WHEREAS, falls are the most common cause of traumatic brain injuries and can lead to depression, loss of mobility, and loss of functional independence; and

WHEREAS, the financial impact of falls among older adults is expected to rise as the population ages, potentially reaching $101 billion nationally by 2030; and

WHEREAS, the fear of falling can cause many older adults to limit their activity, which reduces mobility and physical fitness and further increases the risk of falling; and

WHEREAS, comprehensive clinical assessments, exercise programs to improve balance and health, medication management, vision correction, and reduction of home hazards have all been shown to reduce the occurrence and severity of falls; and

WHEREAS, the City of Bastrop, in partnership with the Area Agency on Aging and Capital Area Council of Governments, encourages older adults to participate in evidence-based programs such as *Matter of Balance* and to adopt strategies that reduce falls, including exercise programs to improve balance and strength, medication management, vision improvement, and home safety measures; and

NOW, THEREFORE, I, Ishmael Harris, Mayor of the City of Bastrop, do hereby proclaim the week of September 22–26, 2025, as

FALLS PREVENTION AWARENESS WEEK

in the City of Bastrop, and I encourage all citizens to participate in programs and activities that promote fall prevention and the health, safety, and well-being of older adults.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Bastrop to be affixed this 23rd of September, 2025.

CITY OF BASTROP, TEXAS

_____
Ishmael Harris, Mayor

ATTEST:

_____
Michael Muscarello, City Secretary

STAFF REPORT

MEETING DATE: September 23, 2025

TITLE:

Discussion and possible action on the recommendations received from the community for improvements to Mayfest Park and modifications to the City of Bastrop Experience Bastrop Parks Master Plan.

AGENDA ITEM SUBMITTED BY:

Sylvia Carrillo, City Manager, ICMA-CM, CPM

BACKGROUND/HISTORY:

The City of Bastrop's “Experience Bastrop” 10-year Master Plan for parks and recreation was approved in 2023. That Master Plan details a comprehensive list of improvements that can be made to each City Park. One of the parks identified in the plan is Mayfest Park.

Mayfest Park is important to the City of Bastrop because the history of the rodeo arena is closely tied to the Bastrop Homecoming & Rodeo, which is an annual event that began after World War II as a way to revitalize the community and celebrate returning soldiers. The Homecoming Jubilee, which includes the rodeo, has become a cherished tradition, showcasing Bastrop's culture and history while supporting local education through scholarships.

Direction was given to Staff at the August 12, 2025, City Council meeting to pursue obtaining feedback from the community to see what, if any, improvements should be made to Mayfest Park.

Staff initiated a community-wide digital survey and received 296 responses. Staff also hosted a Town Hall meeting for the public to receive feedback on September 3, 2025. The summary of suggestions and feedback from the digital survey and Town Hall has been included in the packet.

FOCUS AREAS:

The City of Bastrop has identified nine Focus Areas to successfully achieve its vision and mission. One of the Focus Areas is “Uniquely Bastrop,” which is tied to maintaining and enhancing our historic community feel by leveraging the unique combination of community, parks, cultural, and recreational assets that make Bastrop a special place to live and work.

This enhancement to the Mayfest Park Rodeo Arena will meet the intent of this Focus Area.

RECOMMENDATION:

Discussion and provide direction on which recommendations to pursue for improvements to Mayfest Park and modifications to the City of Bastrop Experience Bastrop Parks Master Plan.

ATTACHMENTS:

1. Digital Survey responses
2. Town Hall meeting summary

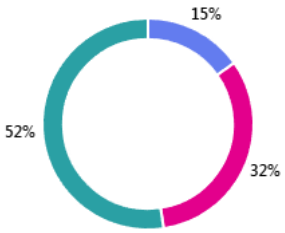
Responses Overview

Active

Responses	Average Time	Duration
296	03:35	25 Days

1. **Which of the following best describes you?**

Industry Expert (Event organizer, rodeo professional, vendor, etc.)	45
Rodeo Attendee (Spectator, guest, or supporter who attends rodeo events)	96
Community Member (Citizen at large who may or may not attend events at the arena)	155



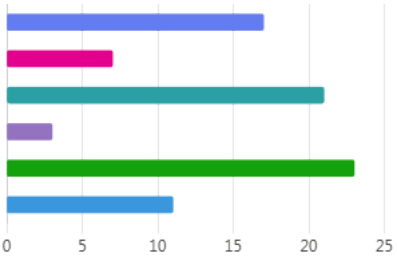
2. **What additional amenities or improvements would make the Mayfest Park Rodeo Arena more attractive for hosting events?** *(e.g., improved stalling, wash racks, lighting, Wi-Fi, concessions, RV hookups, etc.)*

45
Responses

Latest Responses
...

3. **What are the main barriers to scheduling events at the Mayfest Park Rodeo Arena?** *(Select all that apply)*

Cost	17
Availability	7
Facility condition	21
Location	3
Lack of amenities	23
Other	11



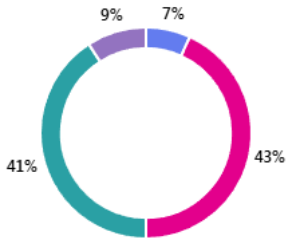
4. **If you chose 'Other' as an answer to the question above, please specify:**

16
Responses

Latest Responses
...

5. **How would you rate the availability of parking for participants and spectators?**

Very inadequate	3
Somewhat inadequate	19
Adequate	18
More than enough	4



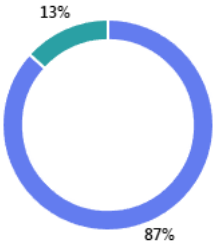
6. **What improvements to parking would you suggest?**

45
Responses

Latest Responses
...

7. **Would a covered arena increase the likelihood of you hosting events at this location?**

Yes	39
No	0
Maybe	6



8. **What features or experiences stood out most during your visit to Mayfest Park Rodeo Arena?** *(e.g., seating, concessions, arena quality, cleanliness, parking, atmosphere)*

96
Responses

Latest Responses
"The parking and atmosphere also the seating"
...

9. **How often do you attend events at Mayfest Park Rodeo Arena?**

First time	2
Occasionally (1–2 times a year)	41
Frequently (3+ times a year)	52
Never	1



10. **What did you most enjoy about your experience at Mayfest Park Rodeo Arena?**

96
Responses

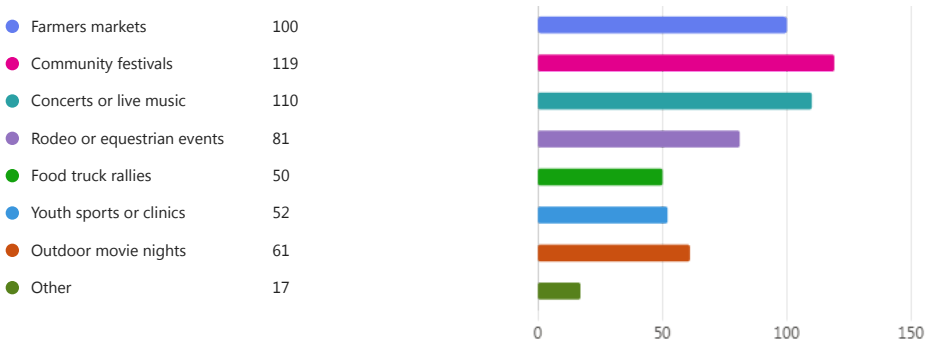
Latest Responses
"The environment and the rodeo events"
• • •

11. **What improvements would most enhance your experience?** *(e.g., restrooms, signage, seating comfort, food choices)*

96
Responses

Latest Responses
"Seating comfort"
• • •

12. **What types of events or activities would encourage you to visit the Mayfest Park Rodeo Arena?** *(Select all that apply)*

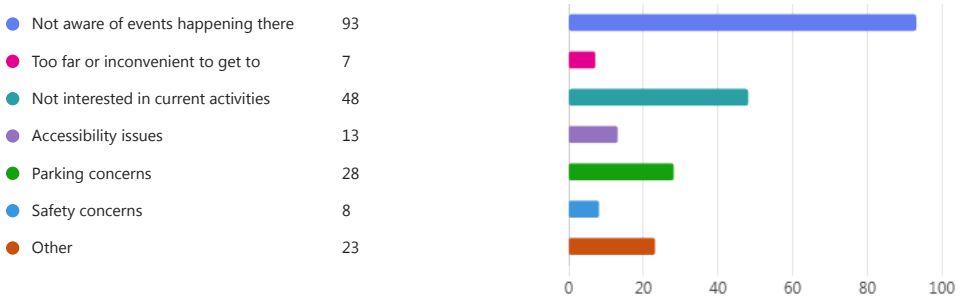


13. **If you chose 'Other' as an answer to the question above, please specify:**

25
Responses

Latest Responses
• • •

14. **If you don't visit the Rodeo Arena, why not?** *(Select all that apply)*



15. **If you chose 'Other' as an answer to the question above, please specify:**

23
Responses

Latest Responses
• • •

16. **What improvements would make the Rodeo Arena a better resource for the community?**

89
Responses

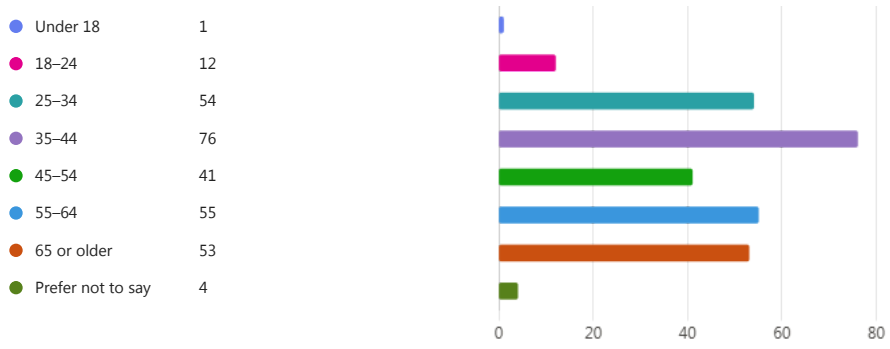
Latest Responses
...

17. **Zip Code:**

222
Responses

Latest Responses
"78659"
"78612"
...

18. **Age group:**



Mayfest Park Rodeo Arena Survey – Stakeholder Report

Summary of Long-Form Responses (Columns H, J, L, N, P, Q, S, U, V)
Updated Dataset: 296 Responses (9/15/25)

Overview

This report analyzes open-ended feedback from community members, industry experts, and rodeo attendees who completed the Mayfest Park Rodeo Arena Community Survey. Responses are organized by respondent type and sorted thematically to highlight key trends and priorities. Insights reflect public perception of the arena's current condition, opportunities for improvement, and potential for broader community impact.

Respondent Breakdown

- **Community Members**: 155
- **Industry Experts**: 45
- **Rodeo Attendees**: 96

Community Members (155 Responses)

Common Themes

- **Diverse Event Programming**: Strong support for expanding beyond rodeo events to include concerts, festivals, markets, and family-friendly activities.
- **Community Space & Identity**: Many praised the arena's role in fostering a small-town, family-oriented atmosphere.
- **Infrastructure Improvements**:
    - **Shade, Trees, Trails**: Frequently requested to enhance comfort and aesthetics.
    - **Restrooms & Seating**: Repeatedly mentioned as inadequate.
    - **Concessions**: Desire for more food options and improved service.
    - **Parking**: Requests for paved or stabilized lots and better signage.

Industry Experts (45 Responses)

Common Themes

- **Covered Arena**: The most frequent request. Experts cited weather-related cancellations and limitations.
- **Stalling / Wash Racks / RV Hookups**: Seen as essential infrastructure for professional events.
- **Paved Parking for Trailers**: Need for stabilized or paved parking lots to support event logistics.
- **Barriers to Booking**:
    - **Facility Condition** and **Availability** were major concerns.

- A few cited **cost** or **lack of advertising** as secondary issues.

Rodeo Attendees (96 Responses)

Common Themes

- **Comfort & Convenience**:
  - **Seating** was the #1 complaint—uncomfortable and limited.
  - **Restrooms** and **shade** were also cited frequently as pain points.
  - **Concessions** mentioned positively when available, but many want more variety and quality.
- **Atmosphere & Experience**:
  - Many attendees described the venue as “authentic,” “family-friendly,” and “representative of Bastrop values.”
- **Interest in Non-Rodeo Events**:
  - Surprisingly strong appetite for other types of events, echoing the community group.

Cross-Group Themes

Theme	Community Members	Industry Experts	Rodeo Attendees
Covered Arena	✓✓	✓✓✓	✓✓
Seating	✓✓	✓	✓✓✓
Concessions / Food	✓✓	✓	✓✓
Restrooms	✓	✓	✓✓✓
Trails / Trees / Greenery	✓✓✓	✓✓	✓✓
RV Hookups / Wash Racks	—	✓✓✓	—
Event Diversity	✓✓✓	✓	✓✓
Community Atmosphere	✓✓✓	✓	✓✓✓
Parking Improvements	✓✓	✓✓	✓

✓ = level of mention intensity

List of free-form answer topics mentioned by survey respondents across all types, ranked from most to least frequently brought up (could be positive or negative):

Topics Ranked by Frequency

- **Covered / Cover** (84 mentions combined: “covered” = 56, “cover” = 28)
  - Negative: Weather exposure is a major concern for both spectators and organizers.
  - Positive: A cover is seen as a major improvement that would transform usability.
- **Seating** (78 mentions)
  - Negative: Frequently described as uncomfortable or inadequate.
  - Positive: A few said seating availability was appreciated.
- **Events** (73 mentions)
  - Positive: Strong demand for more event types (concerts, festivals, farmers markets).
  - Negative: Some said too few events are currently held.
- **Rodeo** (67 mentions)
  - Mixed: Rodeo is valued culturally but many respondents requested broader programming.
- **Parking** (61 mentions)
  - Negative: Often described as unpaved, unmarked, or muddy.
  - Positive: Some noted there was enough *space* for parking, if improved.
- **Atmosphere** (32 mentions)
  - Positive: Described as “family-friendly,” “authentic,” and “welcoming.”
- **Community** (29 mentions)
  - Positive: Used to express a desire for broader community use and inclusivity.
- **Food** (27 mentions)
  - Negative: Limited variety and availability of concessions mentioned.
  - Positive: Improvements seen as a high-impact, low-cost upgrade.
- **Restrooms** (25 mentions)
  - Negative: Repeated complaints about cleanliness, number, and functionality.
- **Shade** (20 mentions)
  - Negative: Not enough shaded areas for seating or family use.
  - Positive: Requests for trees or structures to increase comfort.
- **Stalls / Wash Racks** (15 mentions)
  - Negative: Especially among industry experts, who see the current facilities as inadequate for events.
- **Venue** (15 mentions)
  - Mixed: Generally used in the context of potential (“the venue could be amazing”).
- **Signage** (7 mentions)
  - Negative: Complaints about hard-to-navigate layout and lack of clear directional signs.
- **Lighting** (6 mentions)
  - Negative: Mentioned in the context of evening events, safety, and accessibility.
- **Wi-Fi / Connectivity** (4 mentions)
  - Negative: Absence noted primarily by event organizers.

Key Insights

- **Most critical issue**: The need for a covered arena remains the most frequently mentioned and broadly supported improvement. It was cited as essential for weather protection, comfort, and year-round usability.
- **Positive sentiment**: Respondents deeply value the community-focused, family-friendly atmosphere. There is also strong interest in expanding the arena's use beyond rodeos to include festivals, concerts, and markets.
- **Top negative themes**: Basic infrastructure—**seating, parking, restrooms, and shade**—continues to be seen as inadequate and limits the arena's appeal and usability.
- **Most commonly requested features**: Alongside a covered arena, people want **improved concessions**, **more trees/shade**, and **better signage and lighting** for both comfort and safety.
- **Event inclusivity gap**: While rodeos are appreciated, many respondents emphasized the importance of offering events that appeal to a broader cross-section of the community.
- **Organizer frustrations**: Industry experts specifically highlighted the **lack of stalling, RV hookups, and wash racks**, all of which limit the arena's ability to host large or multi-day events.

List of free-form answer topics mentioned by survey respondents, ranked from most to least frequently brought up, sorted by respondent type (these could be positive or negative):

Community Members (155 respondents)

1. **Events Diversity** – 30 mentions
    - *Positive*: Strong enthusiasm for festivals, concerts, and non-rodeo activities.
2. **Covered Arena** – 18 mentions
    - *Negative*: Seen as missing infrastructure and a barrier to use.
3. **Community Atmosphere** – 16 mentions
    - *Positive*: Described as family-friendly and inclusive.
4. **Trails/Green Space** – 13 mentions
    - *Positive*: Desire for trails, parks, and natural enhancements.
5. **Shade/Trees** – 12 mentions
    - *Negative*: Lack of shade was noted, especially for spectators.
6. **Parking** – 8 mentions
    - *Negative*: Described as disorganized or unpaved.
7. **Seating** – 8 mentions
    - *Negative*: Often described as uncomfortable or inadequate.
8. **Concessions/Food** – 6 mentions
    - *Negative*: Limited variety and availability noted.
9. **RV Hookups** – 4 mentions
    - *Mixed*: Some requests; not widely discussed.
10. **Restrooms** – 3 mentions
    - *Negative*: Few mentions, but mostly complaints.
11. **Lighting** – 3 mentions
    - *Negative*: Concerns about night visibility and safety.
12. **Weather Issues** – 3 mentions
    - *Negative*: Impacts usability of the arena.

13. **Signage** – 2 mentions
    - *Negative*: Requests for clearer wayfinding.
14. **Cleanliness** – 1 mention
    - *Mixed*: Rarely brought up.

Industry Experts (45 respondents)

1. **Trails/Green Space** – 29 mentions
    - *Positive*: Viewed as value-adding and family-friendly.
2. **Covered Arena** – 25 mentions
    - *Negative*: Repeatedly cited as a must-have to attract events.
3. **Parking** – 25 mentions
    - *Negative*: Especially for trailers and large event traffic.
4. **Stalling/Wash Racks** – 22 mentions
    - *Negative*: Identified as a major barrier to event hosting.
5. **RV Hookups** – 16 mentions
    - *Negative*: Needed for overnight/multi-day events.
6. **Events Diversity** – 11 mentions
    - *Positive*: Interest in expanding offerings beyond rodeo.
7. **Shade/Trees** – 5 mentions
    - *Positive*: Helpful for participant and spectator comfort.
8. **Weather Issues** – 5 mentions
    - *Negative*: Tied to concerns about scheduling reliability.
9. **Restrooms** – 4 mentions
    - *Negative*: Noted as a limitation for large events.
10. **Wi-Fi/Connectivity** – 4 mentions
    - *Negative*: Lacking modern infrastructure.
11. **Seating** – 2 mentions
    - *Negative*: Comfort issues for guests.
12. **Concessions/Food** – 2 mentions
    - *Negative*: Need for more variety or quality.
13. **Community Atmosphere** – 2 mentions
    - *Positive*: Valued but less emphasized than logistics.
14. **Signage** – 2 mentions
    - *Negative*: Requests for better wayfinding.

Rodeo Attendees (96 respondents)

1. **Seating** – 49 mentions
    - *Negative*: Most commonly cited problem—uncomfortable or inadequate.
2. **Community Atmosphere** – 39 mentions
    - *Positive*: Strong praise for friendly, family-oriented vibe.
3. **Concessions/Food** – 32 mentions
    - *Negative*: Limited and low-quality food options.
4. **Covered Arena** – 31 mentions
    - *Negative*: Sun and rain make events uncomfortable without cover.
5. **Restrooms** – 28 mentions

   - *Negative*: Frequently criticized for condition or availability.
6. **Trails/Green Space** – 24 mentions
   - *Positive*: Desire for walking areas and recreation features.
7. **Parking** – 21 mentions
   - *Negative*: Poor layout or lack of clear access.
8. **Events Diversity** – 21 mentions
   - *Positive*: Interest in more than just rodeos.
9. **Cleanliness** – 17 mentions
   - *Mixed*: Some praised, others noted problems.
10. **Shade/Trees** – 11 mentions
    - *Negative*: Not enough shaded areas.
11. **Signage** – 7 mentions
    - *Negative*: Needs improvement for navigation.
12. **Lighting** – 6 mentions
    - *Negative*: Not adequate for evening events.
13. **Stalling/Wash Racks** – 1 mention
    - *Negative*: Rarely brought up but seen as lacking.
14. **Weather Issues** – 1 mention
    - *Negative*: Impact on comfort and attendance.

Key Insights

- **Industry Experts** are most concerned with **infrastructure and functionality**—they frequently mentioned the need for a **covered arena**, **improved parking for trailers**, **RV hookups**, and **stalling/wash racks**. These features are seen as essential for attracting and managing professional-level events.

- **Community Members** are primarily focused on **diverse event programming** and **comfort upgrades**. Their responses emphasized a desire for **concerts, festivals, and family-friendly activities**, along with improvements to **shade**, **green space**, and **overall accessibility**.

- **Rodeo Attendees** are focused heavily on **comfort and convenience** during events. They brought up **seating, restrooms, food concessions**, and the need for **a covered arena** as the most urgent areas needing improvement to enhance their experience.

Bastrop City Council - September 3, 2025 - TOWN HALL - Mayfest Park

Date 2025-09-09

Overview A comprehensive town hall meeting was held to discuss the development of Mayfest Park and rodeo arena, resulting in a $2.5-3 million improvement plan including a covered arena, with key action items for city staff to complete engineering due diligence within 60 days and explore multiple funding sources while incorporating community feedback for facility enhancements.

Main objective

The main objective of this town hall meeting was to gather public input and provide direction to city staff regarding the development and improvement of Mayfest Park and its rodeo arena. The meeting focused on soliciting community feedback on proposed enhancements, including a potential covered arena, expanded facilities, and multi-purpose venue capabilities. City Manager presented survey results from community members, industry experts, and rodeo attendees to inform the discussion and guide future planning efforts for this key community asset.

Discussion details

Parks Master Plan Background: City Manager explained that Bastrop underwent a comprehensive parks master plan called "Experience Bastrop" - a 10-year plan adopted in 2023. Mayfest Park was initially proposed for soccer fields, but community opposition led to those plans being removed. The park was then incorporated back into the master plan without specific improvement costs, necessitating this current planning process.

Current Progress and Investment: The city has demonstrated significant commitment to parks improvement, with a 36% increase in staff from 2023-2025, adding nearly 20 acres of parks and open space, and increasing the parks budget from 1.29% to 1.9% (a 47% increase), representing substantial progress toward recommended municipal standards.

Survey Results Analysis: Three distinct survey groups provided input:

- **Community Members (77 responses):** Desired covered arena, diverse programming, concessions, comfortable seating, restrooms, shade, better parking, signage, lighting, and expanded non-rodeo events

- **Industry Experts (29 responses):** Emphasized need for covered arena, stall upgrades, wash racks, RV hookups, weather resilience, paved trailer parking, and infrastructure modernization
- **Rodeo Attendees:** Requested shade structures, improved seating, better concessions, family-friendly amenities, authenticity preservation, and diverse events

Facility Enhancement Proposals: Initial renderings showed potential additions including a show barn, stalls, covered arena, new concession stands, and improved infrastructure. The due diligence process for arena cover has begun, including electrical systems and RV improvements.

Land Acquisition and Expansion: The city is working on a land swap with an adjoining property owner to acquire additional acreage, including access road improvements and potential pond incorporation for fishing and recreational activities. This expansion would significantly enhance parking and facility options.

Cost Estimates and Funding: City Manager provided preliminary cost estimates of $2.5-3 million for a covered arena with associated drainage and infrastructure improvements, with the cover itself estimated at $1.2 million. Potential funding sources discussed included:

- Bastrop Economic Development Corporation (BEDC) funding for amateur sports facilities
- Hotel Occupancy Tax (HOT) funds
- Corporate sponsorship opportunities
- Public-private partnerships

Multi-Purpose Venue Potential: Community members emphasized the venue's potential beyond rodeo events, including concerts, motocross, community gatherings, and special events like the MS-150 bicycle ride staging area. The covered facility would enable year-round programming and weather-resistant events.

Economic Development Impact: Council Member Meyer highlighted the facility's potential as an economic driver, suggesting Economic Development Corporation funding could provide a substantial return on investment through tourism, hotel stays, and regional event attraction.

ADA Accessibility Improvements: Discussion addressed current accessibility limitations and the need for comprehensive ADA compliance in any facility upgrades, including accessible parking, viewing areas, and pathways.

Issues raised

Parking and Traffic Concerns: Questions arose about adequate contestant parking if practice arenas are added, with solutions including utilizing the 15.73-acre adjacent parcel and implementing overflow parking plans with shuttle services from alternative locations like the convention center.

Arena Surface Quality: Rodeo participants raised concerns about dirt quality, noting rocks and depth issues affecting safety and performance. Solutions include regular maintenance, proper watering systems, and ongoing surface management with dedicated equipment.

Funding and Phasing Challenges: City Manager emphasized the need for conservative, pay-as-you-go approach to avoid excessive debt that could make facility rental costs prohibitive. The solution involves phased development and exploring multiple funding sources including BEDC, sponsorships, and partnerships.

Communication and Signage Deficiencies: Community members noted lack of adequate signage and event communication, making it difficult for residents to know about activities. Solutions include implementing changeable signage and improved community calendar systems.

Infrastructure Coordination: The need to coordinate electrical, water, and drainage systems with any cover installation requires careful planning to avoid conflicts with existing utilities and ensure proper integration.

Long-term Vision vs. Immediate Needs : Balancing comprehensive long-term planning with immediate actionable improvements to avoid "half-baked" solutions while maintaining momentum for the project.

STAFF REPORT

MEETING DATE: September 23, 2025

TITLE:
Receive presentation on the unaudited Monthly Financial Report for the period ending August 2025.

AGENDA ITEM SUBMITTED BY:
Laura Allen, Assistant Finance Director

BACKGROUND/HISTORY:

The Chief Financial Officer, or appointed staff, provides the City Council a monthly financial report overview for all funds to include detailed analysis for General Fund, Development Services Fund, Water-Wastewater Fund, Bastrop Power & Light and the HOT Tax Fund.

This reporting requirement is set forth by the City of Bastrop Financial Management Policies, Chapter IV. Operating Budget, Section D. Reporting, as adopted by Resolution R-2024-87 on July 23, 2024.

August Highlights Include:

- All funds have a positive bottom line. With revenue exceeding the forecast by 9.4% and expenditures under the forecast by 32.3%.

Items to Draw Attention to Include:

Revenue

- The General Fund overall revenue is within .01% of forecast.
- Sales Tax is less than forecast by -3.8%. In regard to the General Fund that equates to a deficit of $310,133.
- Property Tax proceeds are over forecast by 4.12% or $227,132.
- Impact Fees continue to remain above forecast with revenues exceeding forecast by 14.7%.
- Water/Wastewater revenues exceed the forecast by 1.731% or $149,233.
- BP&L revenues is below forecast by -1.31% which equates to -$114,648.
- HOT proceeds exceed the forecast by 8% or $287,919.
- Development Services exceeded the forecast by 20.3% or $354,179.

Expenditures

- General Fund actual expenditures are running 97% to forecast.
- Water/Wastewater actual expenditures are running 95.3% of projections.
- Electric's expenses are 4.3% below forecast.
- HOT funds actual expenses have exceeded the forecast by 1%.
- Development Services actual expenses are at 93.4% of the forecast.

CITY OF BASTROP

Comprehensive Monthly Financial Report (Unaudited)

August 2025



Performance at a Glance as of August 30, 2025

	YEAR TO DATE	REFERENCE
ALL FUNDS SUMMARY	POSITIVE	Page 3-4
SALES TAXES	WARNING	Page 6
PROPERTY TAXES	POSITIVE	Page 7
GENERAL FUND EXPENSE BY DEPARTMENT	POSITIVE	Page 8
WATER/WASTEWATER REVENUES	POSITIVE	Page 9
WATER/WASTEWATER EXPENDITURES BY DIVISION	POSITIVE	Page 10
ELECTRIC REVENUES	WARNING	Page 11
HOTEL OCCUPANCY TAX REVENUES	POSITIVE	Page 12
HOTEL OCCUPANCY TAX EXPENDITURES BY DIVISION	WARNING	Page 13
DEVELOPMENT SERVICES REVENUES	POSITIVE	Page 14
DEVELOPMENT SERVICES EXPENDITURES BY DIVISION	POSITIVE	Page 15

PERFORMANCE INDICATORS	
POSITIVE	= Positive variance or negative variance < 1% compared to seasonal trends
WARNING	= Negative variance of 1-5% compared to seasonal trends
NEGATIVE	= Negative variance of >5% compared to seasonal trends

REVENUE SUMMARY BY FUND

	FY2025 Approved Budget	FY2025 Forecast YTD	FY2025 Actual YTD	Variance
General	$ 17,841,342	$ 16,677,512	$ 16,659,260	-0.1%
Designated	92,210	85,118	147,951	73.8%
General Fund One-time	8,000	7,333	9,218	25.7%
Development Services	1,930,000	1,746,000	2,100,051	20.3%
Street Maintenance	3,039,000	2,745,400	3,079,978	12.2%
General Fund Debt Service	4,529,812	3,887,009	4,026,956	3.6%
CIP General Gov't Projects	841,057		156,201	0.0%
Land Acquisition	-	-	13,306	0.0%
Water/Wastewater	9,628,000	8,610,550	8,759,783	1.7%
Water/Wastewater Debt	6,617,960	5,081,688	6,227,018	22.5%
Water/Wastewater Capital Proj	140,000	128,333	156,139	21.7%
Impact Fees	3,415,997	3,056,331	3,506,068	14.7%
Vehicle & Equipment Replacement	2,195,311	2,067,535	2,207,831	6.8%
Electric	9,484,000	8,741,335	8,626,687	-1.3%
HOT Tax Fund	3,958,000	3,728,914	3,913,289	4.9%
Library Board	21,000	19,250	29,391	52.7%
Cemetery (Adjusted due to CIP)	202,800	178,400	210,981	18.3%
Capital Bond Projects	387,500	-	993,185	0.0%
Grant Fund	6,667,945	-	1,467,123	0.0%
Park/Trail Land Dedicaiton	1,865	1,710	1,935	13.2%
Hunter's Crossing PID	581,279	580,688	521,067	-10.3%
Bastrop EDC	1,663,322	1,527,241	1,569,000	2.7%
TOTAL REVENUES	$ 73,246,400	$ 58,870,347	$ 64,382,417	9.4%

POSITIVE	= Positive variance or negative variance < 1% compared to forecast
WARNING	= Negative variance of 1-5% compared to forecast
NEGATIVE	= Negative variance of >5% compared to forecast

EXPENSE SUMMARY BY FUND

	FY2025 Approved Budget	FY2025 Forecast YTD	FY2025 Actual YTD	Variance
General	$ 18,821,513	$ 17,207,767	$ 16,693,322	-3.0%
Designated	234,800	215,233	52,602	-75.6%
General Fund One-time	131,000	121,000	94,111	-22.2%
Development Services	1,910,655	1,751,434	1,636,540	-6.6%
Street Maintenance	3,894,000	3,569,500	2,140,344	-40.0%
Debt Service	4,529,812	4,170,160	3,847,213	-7.7%
General Gov't Projects	839,557		102,897	0.0%
Land Acquisition	303,483	303,483	302,710	-0.3%
Water/Wastewater	11,527,501	10,707,112	10,201,938	-4.7%
Water/Wastewater Debt	6,617,959	6,617,959	6,776,565	2.4%
Water/Wastewater Capital Proj.	140,000	128,333	47,865	-62.7%
Revenue Bond, Series 2020	-	-	687,545	0.0%
CO, Series 2021	1,264,772	1,159,374	598,414	-48.4%
CO, Series 2024	36,845,000	33,774,583	16,571,847	-50.9%
Impact Fees	3,707,000	3,398,183	2,687,679	-20.9%
Vehicle & Equipment Replacement	3,005,368	2,813,837	2,645,743	-6.0%
Electric	9,348,350	8,554,380	8,189,340	-4.3%
HOT Tax Fund	4,390,117	4,189,023	4,229,285	1.0%
Library Board	18,800	17,233	12,734	-26.1%
Cemetery	815,567	752,270	516,313	-31.4%
Hunter's Crossing PID	559,019	548,426	558,971	1.9%
CO, Series 2018	494,000	452,833	186,180	0.0%
Limited Tax Note, Series 2020	32,500	27,083	-	0.0%
America Rescue Plan	2,433,071	-	32,000	0.0%
CO, Series 2022	2,241,950	2,055,121	52,687	0.0%
CO, Series 2023	13,500,000	12,375,000	1,317,373	0.0%
Grant Fund	6,667,944	6,112,282	1,557,349	0.0%
Bastrop EDC	3,482,116	3,370,020	2,464,339	-26.9%
TOTAL EXPENSES	$ 137,755,854	$ 124,391,631	$ 84,203,906	-32.3%

POSITIVE	= Positive variance or negative variance < 1% compared to forecast
WARNING	= Negative variance of 1-5% compared to forecast
NEGATIVE	= Negative variance of >5% compared to forecast

COMPREHENSIVE MONTHLY FINANCIAL REPORT – August 2025

SALES TAX REVENUE

	Total Per Month from the State				
	FY2025	FY2024	FY2023	FY2022	FY2021
Oct	931,579	1,060,649	954,398	830,741	684,402
Nov	979,392	1,021,968	962,220	955,667	759,657
Dec	1,046,364	955,780	941,605	839,693	721,007
Jan	1,077,869	1,030,693	978,537	931,798	711,849
Feb	1,556,639	1,198,859	1,173,677	1,063,051	907,369
Mar	978,177	916,206	901,054	791,530	690,871
Apr	866,944	1,018,673	923,239	774,413	601,543
May	1,070,083	1,041,718	1,083,119	995,806	967,408
Jun	1,095,447	1,093,357	905,039	946,520	849,950
Jul	1,051,036	1,035,037	1,076,736	961,322	826,835
Aug	1,075,281	1,059,959	1,162,918	1,037,028	935,725
Sep		1,218,057	967,537	957,229	869,998
Total	11,728,811	12,650,953	12,030,080	11,084,799	9,526,614

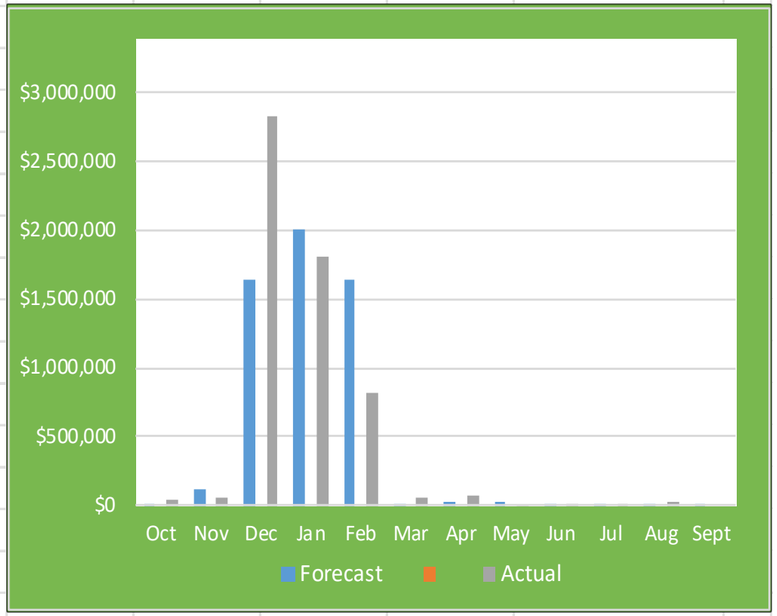
	Allocation Based on Rate*			
	2024-2025			
	BEDC	Street	City	Total
Oct	77,632	232,895	621,052	931,579
Nov	81,616	244,848	652,928	979,392
Dec	87,197	261,591	697,576	1,046,364
Jan	89,822	269,467	718,580	1,077,869
Feb	129,720	389,160	1,037,759	1,556,639
Mar	81,515	244,544	652,118	978,177
Apr	72,245	216,736	577,963	866,944
May	89,174	267,521	713,389	1,070,083
Jun	91,287	273,862	730,298	1,095,447
Jul	87,586	262,759	700,691	1,051,036
Aug	89,607	268,820	716,854	1,075,281
Sep				
Total	977,401	2,932,203	7,819,207	11,728,811
				-

WARNING Sales Tax is 50% of the total budgeted revenue for General Fund. As of August the year-to-date revenue is -3.8% less than forecast.

REVENUE ANALYSIS

PROPERTY TAX REVENUE

Month	FY2025 Forecast	FY2025 Actual	Monthly Variance
Oct	$ 8,000	$ 38,904	$ 30,904
Nov	114,338	59,718	$ (54,620)
Dec	1,646,236	2,830,920	$ 1,184,684
Jan	2,001,704	1,804,746	$ (196,958)
Feb	1,645,064	817,841	$ (827,223)
Mar	15,934	61,229	$ 45,295
Apr	26,868	75,235	$ 48,367
May	26,868	(2,093)	$ (28,961)
Jun	10,467	14,342	$ 3,875
Jul	10,467	12,695	$ 2,228
Aug	10,467	30,008	$ 19,541
Sept	10,467		$ (10,467)
Total	$ 5,526,880	$ 5,743,545	$ 216,665
Cumulative Forecast	$ 5,516,413		
Actual to Forecast	$ 227,132	4.12%	



POSITIVE

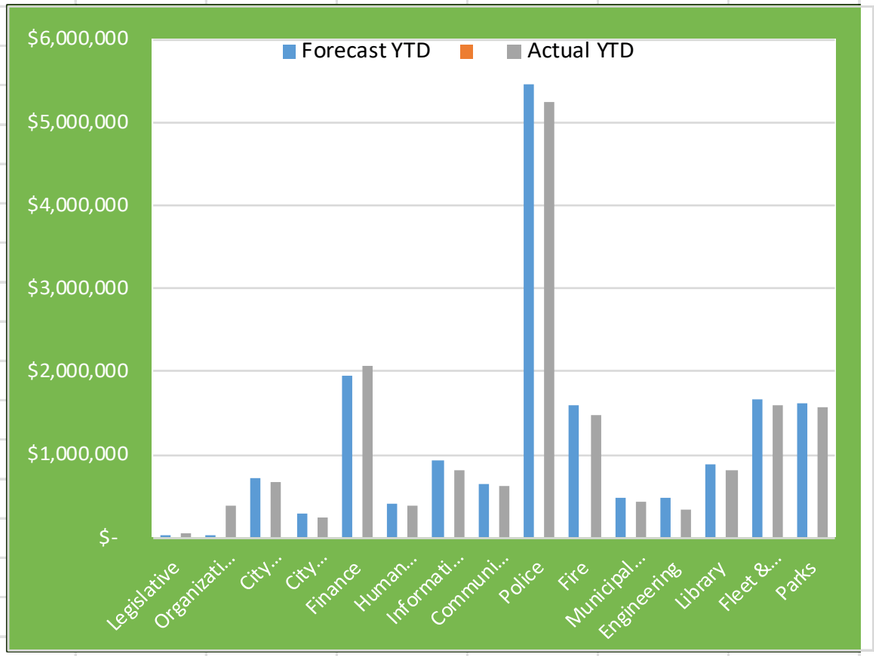
Property tax represents 30.7% of the total General Fund revenue budget. As you can see from the forecast, they are generally collected from December to February. As of August actuals continue to exceed forecast by 4.12%.

COMPREHENSIVE MONTHLY FINANCIAL REPORT – August 2025

EXPENSE ANALYSIS

GENERAL FUND EXPENDITURES BY DEPT.

Division	FY2025 Forecast YTD	FY2025 Actual YTD	Variance
Legislative	$ 42,132	$ 61,717	$ 19,585
Organizational	5,445	375,969	$ 370,524
City Manager	707,648	672,505	$ (35,143)
City Secretary	292,208	250,732	$ (41,476)
Finance	1,955,578	2,067,466	$ 111,888
Human Resources	419,957	378,479	$ (41,478)
Information Technology	937,817	824,849	$ (112,968)
Community Engagement	645,408	615,343	$ (30,065)
Police	5,460,609	5,233,399	$ (227,210)
Fire	1,606,791	1,470,818	$ (135,973)
Municipal Court	483,774	424,990	$ (58,784)
Engineering	490,258	337,699	$ (152,559)
Library	887,259	818,061	$ (69,198)
Fleet & Facilities	1,654,486	1,597,867	$ (56,619)
Parks	1,618,418	1,563,428	$ (54,990)
Total	$ 17,207,788	$ 16,693,322	$ (514,466)
Actual to Forecast		97.0%	



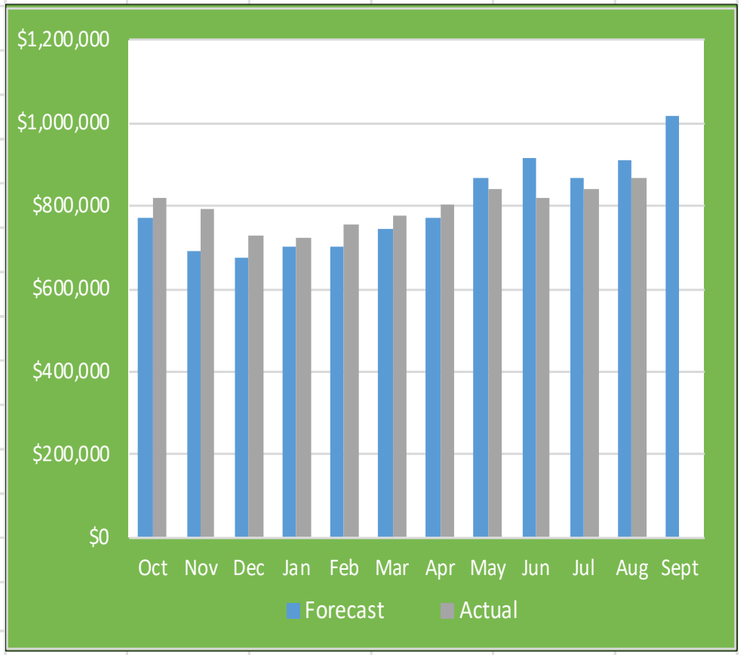
POSITIVE

This page compares forecast to actual by department within the General Fund. Actuals expenditures are at 97% of projections. Organizational is over due to transfer out to Cemetery fund due to the capital expenses related to the columbarium. Finance is exceeding forecasted expenditures due to timing of some audit related expenses.

REVENUE ANALYSIS

WATER/WASTEWATER REVENUE

Month	FY2025 Forecast	FY2025 Actual	Monthly Variance
Oct	$ 770,740	$ 817,463	$ 46,723
Nov	689,775	789,913	$ 100,138
Dec	676,200	727,310	$ 51,110
Jan	700,015	723,703	$ 23,688
Feb	699,775	755,688	$ 55,913
Mar	746,925	776,539	$ 29,614
Apr	770,740	802,109	$ 31,369
May	865,520	838,530	$ (26,990)
Jun	912,910	819,272	$ (93,638)
Jul	865,280	840,880	$ (24,400)
Aug	912,670	868,375	$ (44,295)
Sept	1,017,450		$ (1,017,450)
Total	$ 9,628,000	$ 8,759,783	$ (868,217)
Cumulative Forecast	$ 8,610,550		
Actual to Forecast	$ 149,233	1.73%	



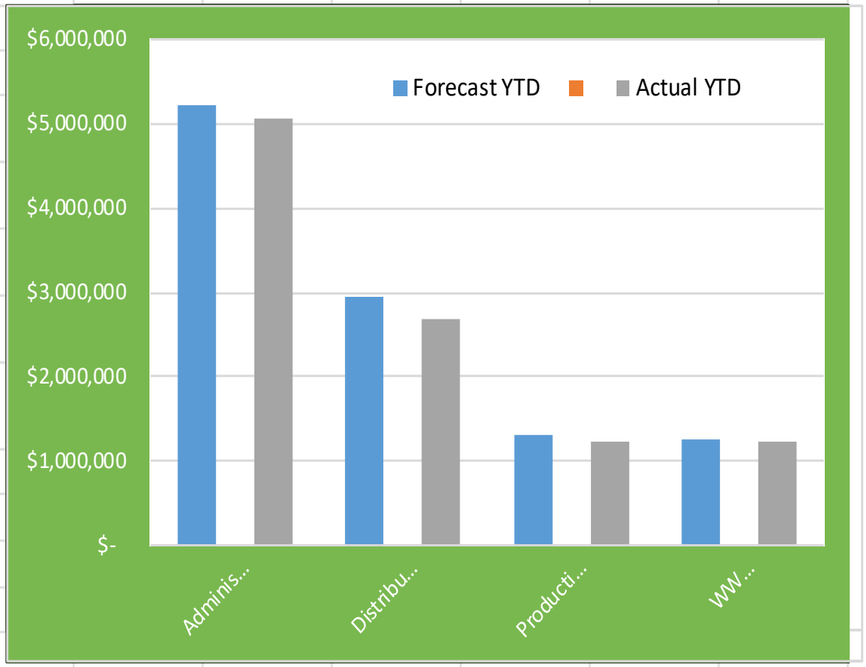
POSITIVE

The water and wastewater actual revenue is higher than forecast by 1.73%. There were 4 new residential meters and 1 new commercial meters set this month.

EXPENSE ANALYSIS

WATER/WASTEWATER EXPENDITURES BY DIVISION

Division	FY2025 Forecast YTD	FY2025 Actual YTD	Variance
Administration	$ 5,210,832	$ 5,056,342	$ (154,490)
Distribution/Collection	2,936,474	2,681,909	$ (254,565)
Production/Treatment	1,308,218	1,228,039	$ (80,179)
WW Treatment Plant	1,251,588	1,235,648	$ (15,940)
Total	$ 10,707,112	$ 10,201,938	$ (505,174)
Actual to Forecast		95.3%	



POSITIVE

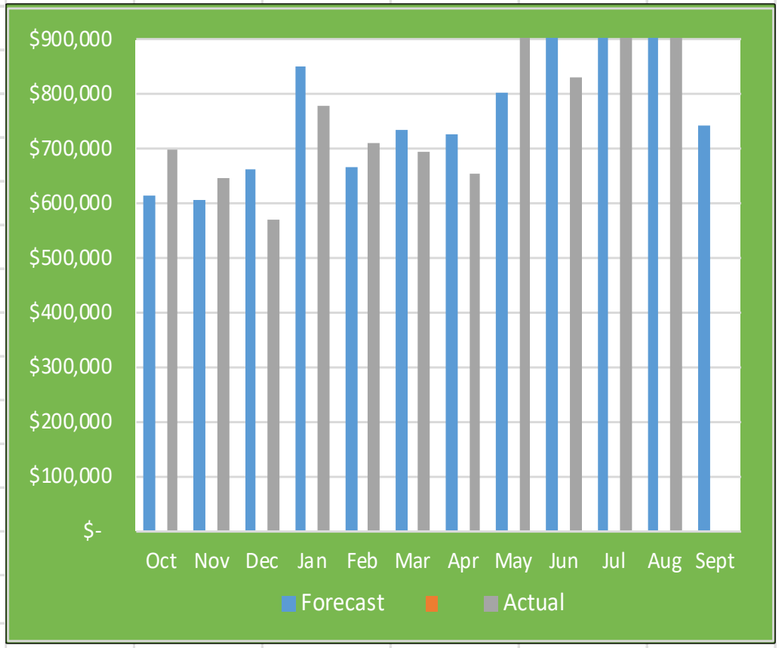
This page compares actual to forecast by the divisions within the Water/Wastewater department. Expenses are currently running 95.3% to the forecast.

COMPREHENSIVE MONTHLY FINANCIAL REPORT – August 2025

REVENUE ANALYSIS

ELECTRIC FUND REVENUE

Month	FY2025 Forecast	FY2025 Actual	Monthly Variance
Oct	$ 615,889	$ 699,941	$ 84,052
Nov	606,866	646,432	$ 39,566
Dec	662,014	572,362	$ (89,652)
Jan	852,447	780,591	$ (71,856)
Feb	667,972	710,564	$ 42,592
Mar	733,308	694,483	$ (38,825)
Apr	727,031	654,525	$ (72,506)
May	802,373	1,176,828	$ 374,455
Jun	1,083,612	830,019	$ (253,593)
Jul	995,138	942,473	$ (52,665)
Aug	994,686	918,471	$ (76,215)
Sept	743,126		$ (743,126)
Total	$ 9,484,462	$ 8,626,688	$ (857,774)
Cumulative Forecast	$ 8,741,336		
Actual to Forecast	$ (114,648)	-1.31%	



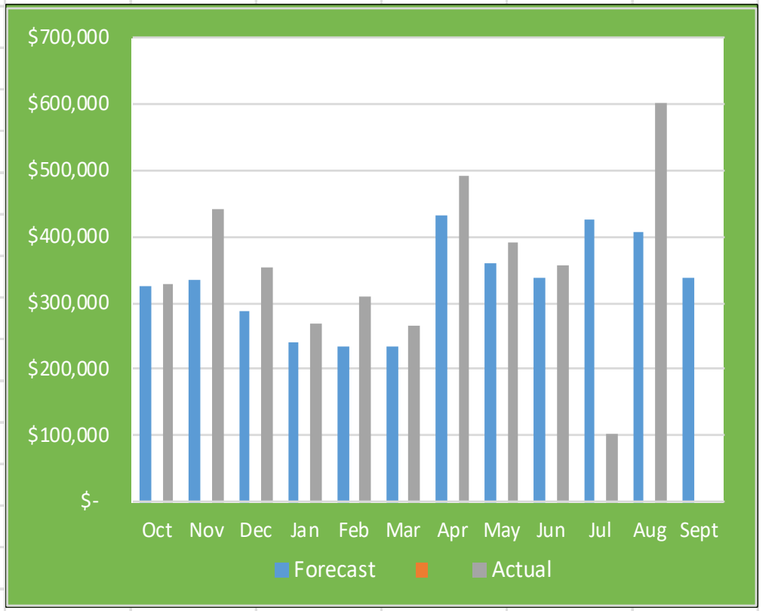
WARNING	The Electric utility revenue continues to run extremely close to projects. As of August revenues are below forecast by -1.31%. There was 1 new residental meter set this month.

COMPREHENSIVE MONTHLY FINANCIAL REPORT – August 2025

REVENUE ANALYSIS

HOTEL OCCUPANCY TAX REVENUE

Month	FY2025 Forecast	FY2025 Actual	Monthly Variance
Oct	$ 325,465	$ 327,510	$ 2,045
Nov	336,056	440,420	$ 104,364
Dec	286,979	352,199	$ 65,220
Jan	239,357	267,959	$ 28,602
Feb	235,065	309,795	$ 74,730
Mar	232,984	264,928	$ 31,944
Apr	430,924	492,737	$ 61,813
May	360,902	391,228	$ 30,326
Jun	339,160	357,722	$ 18,562
Jul	425,381	100,961	$ (324,420)
Aug	408,388	603,121	$ 194,733
Sept	337,339		$ (337,339)
Total	$ 3,958,000	$ 3,908,580	$ (49,420)
Cumulative Forecast	$ 3,620,661		
Actual to Forecast %	$ 287,919	8.0%	



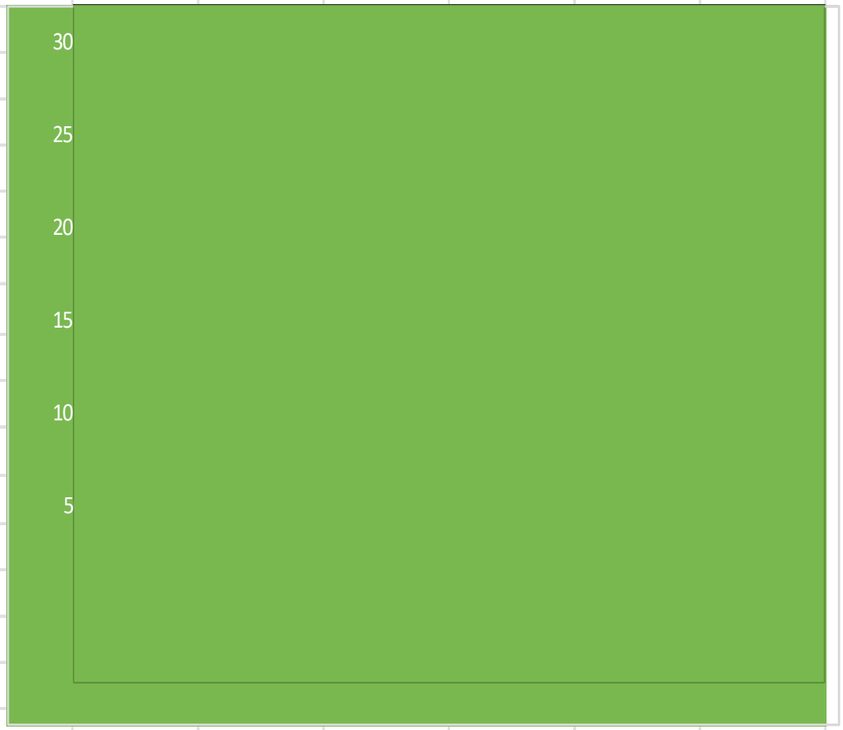
POSITIVE

This report is based on a cash method. The revenue is received by the City the month after collection. As of August actuals are exceeding projected revenue forecast by 8%.

EXPENSE ANALYSIS

HOTEL OCCUPANCY TAX EXPENDITURES BY DIVISION

Division	FY2025 Forecast YTD	FY2025 Actual YTD	Variance
Organizational	$ 3,000,861	$ 3,069,402	$ 68,541
Convention Center	821,620	761,449	$ (60,171)
Main Street	312,646	316,907	$ 4,261
BAIPP	50,875	77,008	$ 26,133
Rodeo	3,021	4,520	$ 1,499
Total	$ 4,189,023	$ 4,229,286	$ 40,263
Actual to Forecast		101.0%	



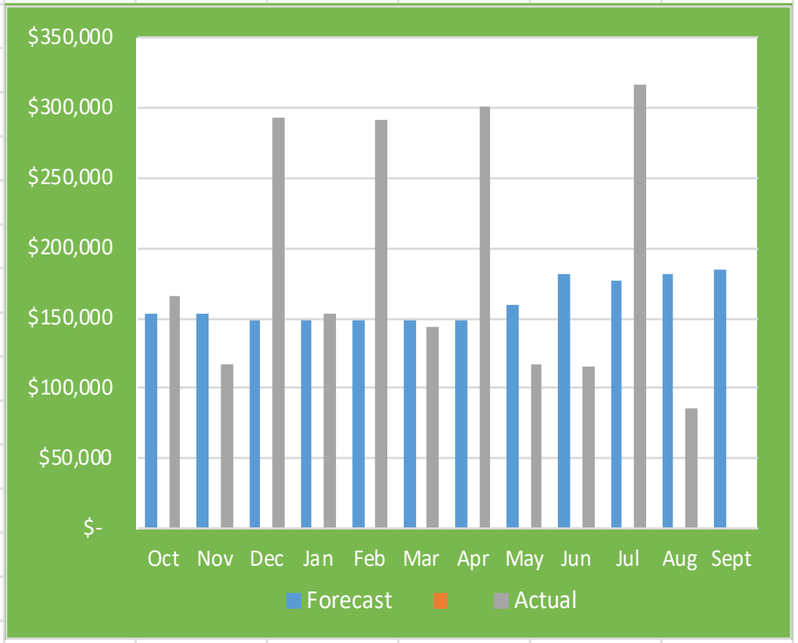
WARNING	This compares actual to forecast for each division located in the Hotel Occupancy Tax Fund. Actual year-to-date expenditures are currently 101% compared to forecast. A budget amendment will be brought to Council to better align with Discover Bastrop organizational changes.

COMPREHENSIVE MONTHLY FINANCIAL REPORT – August 2025

REVENUE ANALYSIS

DEVELOPMENT SERVICES REVENUE

Month	FY2025 Forecast	FY2025 Actual	Monthly Variance
Oct	$ 153,833	$ 165,629	$ 11,796
Nov	153,833	117,673	$ (36,160)
Dec	147,833	292,775	$ 144,942
Jan	147,833	154,005	$ 6,172
Feb	147,833	290,788	$ 142,955
Mar	148,833	144,017	$ (4,816)
Apr	148,833	300,175	$ 151,342
May	158,833	117,938	$ (40,895)
Jun	180,833	116,037	$ (64,796)
Jul	176,667	316,116	$ 139,449
Aug	180,833	85,022	$ (95,811)
Sept	184,000		$ (184,000)
Total	$ 1,929,997	$ 2,100,176	$ 170,179
Cumulative Forecast	$ 1,745,997		
Actual to Forecast %	$ 354,179	20.3%	



POSITIVE

Year-to-date actuals are exceeding forecast by 20.3% in the Development Services Fund.

EXPENSE ANALYSIS

DEVELOPMENT SERVICES EXPENDITURES BY DIVISION

Division	FY2025 Forecast YTD	FY2025 Actual YTD	Variance
Customer Services	$ 534,256	$ 459,719	$ (74,537)
Planning	664,153	618,877	$ (45,276)
Building Inspections	553,025	557,944	$ 4,919
Total	$ 1,751,434	$ 1,636,540	$ (114,894)
Actual to Forecast		93.4%	



POSITIVE

This report compares actuals to forecast for each division within the Development Services Fund. Year-to-date actuals are tracking at 93.4% of the forecast.

Council Travel and Training Summary
FY2025

	Lee	Nelson	Harris	Meyer	Plunkett	Fossler	Kirkland	Lowe	All/Misc
Travel Per Diem 2024 TML Conference	$ 613.60	$ 421.06		$ 172.50	$ 356.08	$ 421.06	$ 172.50		
2024 TML Conference Lodging					$ 749.66				
Per Diem/Mileage Reimb various meetings		$ 162.14							
Workshop Registration	$ 195.00								
Hotel - Houston	$ 923.13	$1,335.08		$ 698.80	$ 615.42	$1,226.82	$ 615.42		
Per Diem/Mileage Reimb	$ 211.86								
TABCC	$ 142.98								
Hotel for TML Workshop	$ 170.22								
TML Midyear Conf	$ 295.00					$ 295.00			
April Chamber of Commerce	$ 25.00			$ 25.00	$ 25.00	$ 25.00	$ 25.00		
Region 10 Quarterly Meeting	$ 25.00				$ 25.00	$ 25.00	$ 25.00		
Region 10 Quarterly Meeting Catering (Opera House)									$ 2,303.04
Hotel TML D Jackson (board member)									$ 1,053.03
Schlotskys Council Meeting Box Lunch									$ 179.85
CASA Casino Night									$ 615.00
Family Crisis Center Gala									$ 850.00
Chambers Banquet									$ 1,135.00
Box Lunch for Ribbon Cutting & Ground Break									$ 149.72
Mayor's Luncheon				$ 18.75	$ 18.75		$ 37.50		
TML Newly Elected Official includes class and hotel			$ 814.28					$ 814.28	
Council Retreat									$ 6,265.11
State of the City Breakfast						$ 30.00	$ 30.00		
Subtotal	**$2,601.79**	**$1,918.28**	**$ 814.28**	**$ 915.05**	**$1,789.91**	**$2,022.88**	**$ 905.42**	**$ 814.28**	**$12,550.75**

Council Legal Fees

	Lee	Meyer	Plunkett	Fossler	Kirkland	Lowe	Mayor
April 2025	$ 161.50			$ 233.00			
May 2025					$ 481.00		
June 2025				*REVISED	*REVISED		
July 2025				$ 45.00	$ 90.00		
August 2025				$ 22.50			
September 2025							
Subtotal	**$ 161.50**	**$ -**	**$ -**	**$ 300.50**	**$ 571.00**	**$ -**	**$ -**

* July's fees were erroneously reported in June. June has be revised to show no applicable fees.

BASTROPTX
Heart of the Lost Pines / Est. 1832

STAFF REPORT

MEETING DATE: September 23, 2025

TITLE:

Consider and Act on Ordinance No. 2025-70, establishing 2.195 acres located at 610 Martin Luther King Jr. Drive, Bastrop, Texas, as designated parkland.

AGENDA ITEM SUBMITTED BY:

Vicky Steffanic, Chief of Police

BACKGROUND/HISTORY:

On June 4th, 2024, the City of Bastrop purchased 2.195 acres of land at the location of 610 Martin Luther King Jr. Drive the property being out of building block 56, East of Main Street, City of Bastrop, in Bastrop County, Texas and more particularly described in the survey attachment.

This property is located in the Gills Branch tributary which traverses through property. Much of this land is in the flood way and the 100-year flood plain. The intent of establishing this property as parkland is to prevent detrimental development from occurring in this flood plain.

FISCAL IMPACT:

N/A

RECOMMENDATION:

Approve Ordinance No. 2025-70 that authorizes the City Manager to execute all necessary documents to establish the2.195 acres located at 610 Martin Luther King Jr. Drive, Bastrop, Texas with an official parkland designation.

ATTACHMENTS:

1. Ordinance No. 2025-70
2. Survey for Building Block 56 – 610 MLK Jr. Drive

ORDINANCE NO. 2025-70

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, ESTABLISHING 2.195 ACRES LOCATED AT 610 MARTIN LUTHER KING JR. DRIVE, BASTROP, TX, (BUILDING BLOCK 56, EAST OF MAIN STREET IN THE CITY OF BASTROP) AS DESIGNATED PARKLAND; 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 owns said property; and

WHEREAS, the property is in the Gills Branch Tributary, which traverses through the property; and

WHEREAS, the land is in the flood way and the 100-year flood plain; and

WHEREAS, the City of Bastrop recognizes the value of green space used as parkland.

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

Section 1. All the above premises are hereby found to be true and correct legislative and factual findings of the City Council of the City of Bastrop, Texas, and are hereby approved and incorporated into the body of this Ordinance as if copied in their entirety.

Section 2. The City Manager is hereby authorized to execute all necessary documents, designating said property as parkland.

Section 3. 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 4. Should any portion or part of this Ordinance be held for any reason invalid or unenforceable by a court of competent jurisdiction, the same shall not be construed to affect any other valid portion hereof, but all valid portions hereof shall remain in full force and effect.

Section 5. The City Council hereby finds and declares that written notice of the date, hour, place, and subject of the meeting at which this Ordinance was adopted was posted and that such meeting was open to the public as required by law at all times during which this Ordinance and the subject matter hereof were discussed, considered and formally acted upon, all as required by the Texas Open Meetings Act, Chapter 551, Texas Government Code, as amended.

Section 6. This Ordinance shall take effect immediately from and after its passage, and it is duly resolved.

Section 7. It is hereby officially found and determined that the meeting at which this Ordinance was passed was conducted in compliance with the Open Meetings Act, Texas Government Code, Chapter 551, as may have been modified by any applicable emergency orders.

READ and APPROVED on First Reading on the 9th day of September 2025.

READ and ADOPTED on Second Reading on the 23rd day of September 2025.

APPROVED:

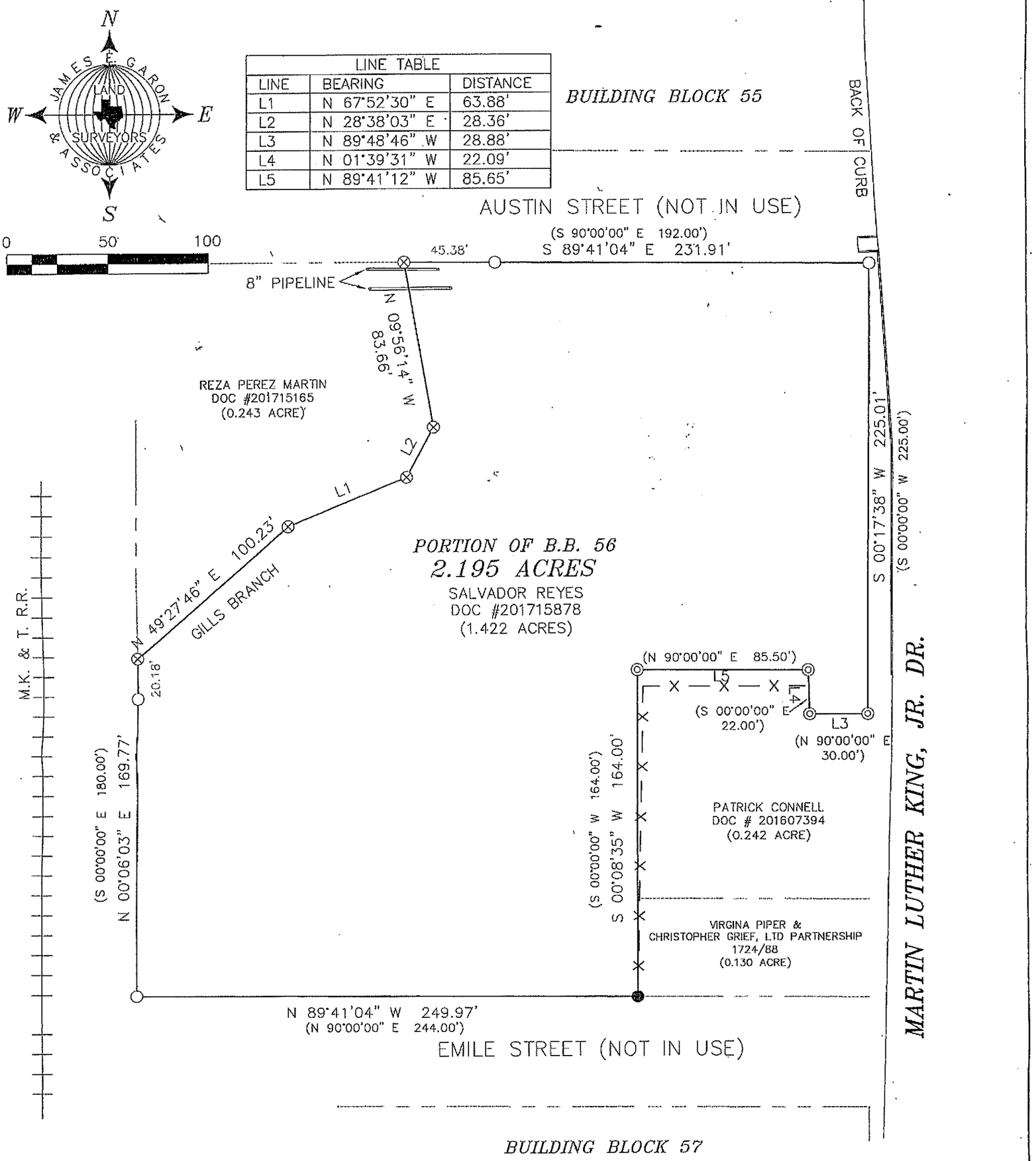
by: _____
Ishmael Harris, Mayor

ATTEST:

_____
Michael Muscarello, City Secretary

APPROVED AS TO FORM:

_____
City Attorney
Denton Navarro Rocha Bernal & Zech, P.C.



TO THE OWNERS, LIENHOLDERS AND TITLE COMPANY

THE UNDERSIGNED DOES HEREBY CERTIFY THAT THIS SURVEY WAS THIS DAY MADE ON THE GROUND OF THE PROPERTY DESCRIBED HEREON AND IS CORRECT, AND THAT THERE ARE NO DISCREPANCIES, SHORTAGES IN AREA, BOUNDARY LINE CONFLICTS, ENCROACHMENTS, OVERLAPPING OF IMPROVEMENTS, VISIBLE UTILITY LINES OR ROADS IN PLACE, EXCEPT AS SHOWN HEREON, AND THAT SAID PROPERTY HAS ACCESS TO AND FROM A DEDICATED ROADWAY, EXCEPT AS SHOWN HEREON.

THE UNDERSIGNED DOES FURTHER CERTIFY THAT THE PROPERTY DESCRIBED HEREON IS LOCATED IN ZONE "AE" AND IS WITHIN A 100-YEAR FLOOD HAZARD AREA AS IDENTIFIED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY FLOOD INSURANCE RATE MAP, PANEL NO. 48021C0220E EFFECTIVE JANUARY 19, 2006.

STATE OF TEXAS
REGISTERED
JAMES E GARON
4903
PROFESSIONAL
LAND
SURVEYOR

JANUARY 11, 2018

JAMES E. GARON & ASSOC.
PROFESSIONAL LAND SURVEYORS
Firm Reg. #10058400
P.O. Box 1917
Bastrop, Texas 78602
(512) 303-4185
jgaron@austin.rr.com
www.jamesegaron.com

REFERENCE: SALVADOR REYES

ADDRESS: MARTIN LUTHER KING, Jr., BASTROP

LEGAL DESCRIPTION: 2.195 ACRES BEING OUT OF AND A PORTION OF BUILDING BLOCK 56, EAST OF MAIN STREET, RECORDED IN PLAT CABINET 1, PAGE 23A, PLAT RECORDS OF BASTROP COUNTY, TEXAS.

FIELD BOOK: B-524/54

FILE: Server\Co\Bastrop\City of Bastrop\Building Blocks\BB EMS 56\84917.dwg

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BASTROPTX
Heart of the Lost Pines / Est. 1832

STAFF REPORT

MEETING DATE: September 23, 2025

TITLE:

Consider and act to approve the second reading of Ordinance No. 2025-66 amending the Code of Ordinances, related to Chapter 1.10 Titled “Parks" Article 1.10.002 Titled "Parks Rules" amending the content to allow use by all individuals.

AGENDA ITEM SUBMITTED BY:
Vicky Steffanic, Chief of Police

BACKGROUND/HISTORY:

The concession stand at the Splash Pad in Fisherman’s Park was developed to provide recreational and entrepreneurial opportunities. Use of this facility is governed by City Code, Article 1.10 PARKS, Section 1.10.002 Park Rules. The Bastrop code currently outlines the following:

“The concession stand at the splash pad located in Fisherman Park shall be available for use by individuals **under the age of 17 and** for a period of no longer than fourteen (14) consecutive days. **Parent or guardian adult supervision is required for use of the concession stand**. For reservation of the city concession stand a deposit is required. All other concession stand will be handled through a county permit. All individuals who reserve the concession stands shall comply with chapter 4 of this Code and shall be responsible for payment of all applicable vendor and permitting fees. Use of the concession stand will be on a first come, first served basis. See section A1.10.002 of the fee schedule in appendix A for additional information related to commercial and noncommercial uses and fees.”

FISCAL IMPACT:
No Fiscal Impact from the City

RECOMMENDATION:

Consider and act to approve the second reading of Ordinance No. 2025-66, amending the Code of Ordinances, to expand the allowable use of the concession stand beyond the current youth-only restriction. This interest is driven by the desire to increase public access, promote community engagement, and improve overall activation of the space—particularly during high-traffic seasons and special events when demand for food and beverage services are elevated.

ATTACHMENTS:

Exhibit “A” Ordinance showing amendment

ORDINANCE NO. 2025-66

AN ORDINANCE OF THE CITY OF BASTROP, TEXAS; AMENDING THE CODE OF ORDINANCES, RELATED TO CHAPTER 1 TITLED "PARKS" AMENDING SECTION 1.10.002 TITLED "PARKS RULES", AUTHORIZING THE EXECUTION OF ALL NECESSARY DOCUMENTS; PROVIDING FOR FINDINGS OF FACT, ENACTMENT, EFFECTIVE DATE, REPEALER, SEVERABILITY, AND AN EFFECTIVE DATE.

WHEREAS, the City of Bastrop ("City") seeks to promote the public health, safety, morals and general welfare of the municipality and the safe, orderly, and healthful development of the municipality; and,

WHEREAS, staff has reviewed Chapter 1.10.002 of the City Code titled Parks Rules. Staff has made recommendations in order to amend the regulations, standards, and procedures and make clarifications, and modifications, as applicable to the chapter; and,

WHEREAS, the Parks and Recreation department has reviewed the City Code regarding the concession stand at the Fisherman's Park splashpad and held discussion with the Parks and Recreation board; and,

WHEREAS, the city has the full power of local self-government as recognized by Tex. Loc. Gov't Code § 51.072; and

WHEREAS, the City Council finds the attached amendment reasonable and necessary; and

WHEREAS, the City Council deems it in the public's interest to amend City Ordinance 1.10.002 of "Parks Rules" as provided below

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

Section 1: FINDINGS OF FACT
The facts and recitations set forth in the preamble of this ordinance are hereby found to be true and correct.

Section 2: AMENDMENT
Chapter 1 Article 1.10.002 is hereby amended to read as set forth with the underlines / red being additions, double underlines being moved text, and strikethroughs being deletions.

Concessions *stand.* The concession stand at the splash pad located in Fisherman Park shall be available for use by all individuals ~~under the age of 17~~ and for a period of no longer than fourteen (14) consecutive days. Parent or guardian adult supervision is required for use of the concession stand if the applicant is under the age of 17. For reservation of the city concession stand, a deposit is required. All other concession stand will be handled through a county permit. All individuals who reserve the concession stands shall comply with chapter 4 of this Code and shall be responsible for payment of all applicable vendor and permitting fees. Use of the concession stand will be on a first come, first served basis. See section A1.10.002 of the fee schedule in appendix A for additional information related to commercial and noncommercial uses and fees.

Section 3: REPEALER To the extent reasonably possible, ordinances are to be read together in harmony. However, 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 4: SEVERABILITY

Should any of the clauses, sentences, paragraphs, sections or parts of this ordinance be deemed 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 5: CODIFICATION The City Secretary is hereby directed to record and publish the attached rules, regulations and policies in the City's Code of Ordinances as authorized by Section 52.001 of the Texas Local Government Code.

Section 6: EFFECTIVE DATE
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 & ACKNOWLEDGED on the First Reading on this, the 9th day of September, 2025.

READ & APPROVED on the Second Reading on this, the 23rd day of September, 2025.

APPROVED:

_____
Ishmael Harris, Mayor

ATTEST:

_____
Michael Muscallero, City Secretary

APPROVED AS TO FORM:

_____
City Attorney

STAFF REPORT

MEETING DATE: September 23, 2025

TITLE:
Consider action to approve Resolution No. R-2025-161 approving the City of Bastrop Purchasing Policy, which is attached as Exhibit A; providing for a repealing clause; and establishing an effective date.

AGENDA ITEM SUBMITTED BY:
Submitted by: Judy Sandroussi, Finance Director

BACKGROUND/HISTORY:
This policy was previously adopted on July 23, 2024. This policy is to be reviewed and approved by City Council annually as a part of the budget process.

This policy was reviewed by finance staff and there are not any recommended changes this year.

FISCAL IMPACT:
N/A

RECOMMENDATION:
Judy Sandroussi, Finance Director recommends approval of Resolution No. R-2025-161 approving the City of Bastrop Purchasing Policy, which is attached as Exhibit A; providing for a repealing clause; and establishing an effective date.

ATTACHMENTS:
- Resolution No. R-2025-161
- Purchasing Policy

BASTROPTX
Heart of the Lost Pines
Est. 1832

Purchasing Policy

Approved
JULY 23, 2024

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PURPOSE

It is the policy of the City of Bastrop that all purchasing shall be conducted strictly based on economic and business merit. This policy is intended to promote the best interest of the citizens of the City of Bastrop, Texas.

The City of Bastrop intends to maintain a cost-effective purchasing system conforming to good management practices. The establishment and maintenance of a good purchasing system is possible only through cooperative effort. It must be backed by proper attitudes and cooperation of not only every Department Director and Official, but also every Supervisor and Employee of the City of Bastrop.

The purchasing process is not instantaneous. Time is required to complete the steps required by State law. In order to accomplish timely purchasing of products and services, at the least cost to the City of Bastrop, all departments must cooperate fully. Prior planning and the timely submission of requisitions are essential to expedite the purchasing process and to assure that the process is orderly and lawful.

This Policy reaffirms the City of Bastrop's commitment to strengthen purchasing and property controls to reasonably assure that assets are received and retained in the custody of the City of Bastrop.

CODE OF ETHICS

It is important to remember that when employees are participating in the purchasing process, they represent the City of Bastrop. By participating in the purchasing process, employees of the City of Bastrop agree to:

a. Avoid the intent and appearance of unethical or compromising practice in relationships, actions, and communications.
b. Demonstrate loyalty to the City of Bastrop by diligently following the lawful instructions of the employer, using reasonable care, and only authority granted.
c. Refrain from any private business or professional activity that would create a conflict between personal interests and the interest of the City of Bastrop.
d. Refrain from soliciting or accepting money, loans, credits, or prejudicial discounts, and the acceptance of gifts, entertainment, favors, or services from present or potential suppliers that might influence or appear to influence purchasing decisions.
e. Handle confidential or proprietary information belonging to employer or suppliers with due care and proper consideration of ethical and legal ramifications and governmental regulations.
f. Promote positive supplier relationships through courtesy and impartiality in all phases of the purchasing cycle.
g. Expose corruption and fraud wherever discovered.
h. Texas Law prohibits component purchasing, separate purchasing and sequential purchasing of any kind. An employee commits an offense by intentionally or knowingly making or authorizing component, separate or sequential purchasing to avoid the competitive bidding requirements.
i. Adherence to the City's Ethics Ordinance is mandatory. If there is a conflict between the two Ethics policies, the stricter of the two would apply.

COMPETITIVE PURCHASING REQUIREMENTS

The City of Bastrop policy requires three quotes for purchases over $3,000. The only exceptions to this rule are for items purchased under a cooperative contract, sealed bid award, sole source purchases or

purchases for an emergency.

Under no circumstances shall multiple requisitions be used in combination to avoid otherwise applicable bidding requirements or City Council approval.

WHO IS AUTHORIZED TO MAKE PURCHASES?

Purchases will only be processed if authorized by a Department Head or approved representative in an employee's direct chain of command.

INSTRUCTIONS FOR SOLICITING BIDS

When soliciting bids, City of Bastrop buyers must follow the steps below:

1. Give the same exact specifications to each vendor.

2. Give each bidder same deadline for turning in bids.

City of Bastrop buyers must inform vendors that bids submitted are all inclusive. Any charges for freight and handling, fuel fees or other costs must be included in the bid. To obtain contract status, the Department Head is responsible for first adhering to the procurement requirements stated below. City Manager approval or thier designee is required.

PURCHASING CONTROL

Authorization levels established within the ERP system for appropriations previously approved by the City Council are as follows:

- Directors' or their designee not to exceed $9,999.99
- Chief Financial Officer or designee up to $14,999.99
- City Manager or designee approving purchases exceeding $15,000.00

All purchases requiring a purchasing summary must have an approved purchase order before placing the order.

FLEET PURCHASES

The Finance Department will create a Fleet Appropriations List at the beginning of every fiscal year based on the adopted budget. A unit number will be assigned to each vehicle and equipment included on this list. This list will be distributed to each department with vehicles and equipment on the list.

Each department will complete and submit their purchasing summaries to the Finance Department, which should include the unit number assigned, as close to October 1st as possible. The purchasing summaries will be checked against the Fleet Appropriations List and reviewed for accuracy and completeness. Once reviewed by the Finance Department, the summaries will go to the City Manager for approval.

Upon approval by the City Manager, a purchase order will be created and authorized by the Finance Department for each approved purchasing summary. At the time of issuance of the purchase order, budgeted funds will be encumbered to prevent the funds from being reallocated.

Approved purchase orders will be sent to each department with authorized vehicles and equipment on

the Fleet Appropriations List. Once the department has received the approved purchase order, fleet orders can be placed with the selected vendor.

DOLLAR LIMITATIONS

The following dollar limitations should be used as a guideline. These limitations may not apply in all cases. Dollar limitations pertain to total purchase or invoice total not per single item cost. It is the Department Directors responsibility to ensure Purchasing policies are being adhered to.

$0.01-$3,000: Purchases of non-contract goods or services totaling $3,000 or less require no quotation but are recommended.

If invoices for a single service contractor combine to total greater than $3,000 in a fiscal year, the city will require the standards of $3,001 to $49,999 for purchasing to apply. As clearly identified in the Code of Ethics item h. Texas Law prohibits component purchasing, separate purchasing and sequential purchasing of any kind. An employee commits an offense by intentionally or knowingly making or authorizing component, separate or sequential purchasing to avoid the competitive bidding requirements.

Note that an employee does not commit an offense by making or authorizing component, separate, or sequential purchasing to address unexpected circumstances (such as unanticipated repairs) rather than to avoid competitive bidding requirements. Accordingly, if invoices for a single service contractor combine to total greater than $3,000 in a fiscal year due to unexpected circumstances (and not to avoid competitive bidding requirements), the standards that apply to purchase totaling $3,001 to $49,999 will not apply.

If you have questions about which standards apply, contact the Finance Department.

$3,001-$49,999: Except where otherwise exempted by applicable State law, purchases totaling $3,001 to $49,999 require three (3) written quotes attached to a Purchasing Summary Form and a purchase order provided to the Finance Department.

No purchase orders of non-contract goods or services will be issued in excess of $15,000 without City Manager or their designee prior approval.

If the lowest responsible quote is not selected, an explanation should be provided on the Purchasing Summary Form and approval by the City Manager will be required, no matter the dollar amount. Only the City Manager or their designee may determine “Best Value”. The City Manager may elect to accept less than three quotes from a Director if due diligence has been documented by the Director in trying to adhere to the purchasing policy. A memo will be required from the Director providing a reason for their inability to obtain three written quotes and the scope of services being provided if applicable. It must be approved and signed by the City Manager and attached to each Purchasing Summary Form and purchase order provided to the Finance Department.

According to State Law, two (2) Historically Underutilized Businesses (HUBs) are to be contacted on a rotating basis. HUB vendors are obtained from the Texas Comptroller of Public Accounts website. If the list fails to identify a historically underutilized business in the county in which the municipality is situated, the municipality is exempt.

If purchasing through a cooperative purchasing alternative, i.e., BuyBoard, DIR, TXMAS provide only one (1) written quote; proof or identification that the quote is from a cooperative source, complete a Purchasing Summary Form and a purchase order. Any vendor specific contracts should be on file with

the Finance Department prior to final approval being given if applicable. It is the Department Director's responsibility to ensure the cooperative information is on file with the Finance Department.

$50,000+: Except as otherwise exempted by applicable State law, requisitions for item(s) whose aggregate total cost is more than $50,000 must be processed as competitive solicitations (e.g., sealed bids, request for proposals, and request for offers). Texas Local Government Code, Subchapter B, Section 252.021 defines the requirements for competitive bids.

The Code requires that sealed bids and request for proposals (RFP) are advertised in a local newspaper for two consecutive weeks prior to the bid opening. All bids must be received sealed and turned in to the City Secretary's Office by the date and time listed in the bid. Any bids received after the stated time will be returned unopened. The bid opening process is open to the public and all vendors that respond to the specific are invited to attend. Questions concerning pricing will not be addressed at the opening. Contracts for services require Errors & Omissions coverage.

If purchasing through a cooperative purchasing alternative, i.e., BuyBoard, DIR, TXMAS provide only one (1) written quote; proof or identification that the quote is from a cooperative source, complete a Purchasing Summary Form and a purchase order. All cooperative vendor specific contracts should be on file with the Finance Department prior to final approval being given if applicable. It is the Department Director's responsibility to ensure the cooperative information is on file with the Finance Department. City Manager written approval is required.

Rental Agreement: Vendors who provide rental items to the city are required to carry insurance. The type and amounts of insurance required vary based on the item rented. The Chief Financial Officer must review all rental contracts before the contract is awarded.

PERSONAL OR PROFESSIONAL SERVICES

Under the Professional Services Procurement Act, a contract for the purchase of a personal or professional service is exempt from competitive bidding requirements. The City also provides exemption for the purchasing of planning services.

The City may not select providers of professional services based on competitive bids. In these situations, the City must make the selection and award based on demonstrated competence and qualifications for performing the services for a fair and reasonable price.

Professional services may include:

- Accounting
- Architecture
- Landscape architecture
- Land surveying
- Medicine
- Optometry
- Engineering
- Real estate appraisal
- Nursing

According to the Texas Attorney General's Office professional services may include "*members of disciplines requiring special knowledge or attainment and a high order of learning, skill and intelligence.*"

OTHER EXEMPTIONS

State law authorizes other categories of exempt purchases. Purchases from other governments, some auctions and going-out-of-business sales, and other purchases are exempt under provisions of the Local Government Code and Vernon's Statutes.

The following is a list of other areas that are exempt from competitive bidding requirements:

1. Land or right-of-way
2. Items that can be obtained from only one source, including:
    a. items for which competition is precluded because of the existence of patents, copyrights, secret processes or monopolies;
    b. films, manuscripts or books;
    c. electric power, gas, water, and other utility services; and
    d. captive replacement parts or components for equipment;
3. Food
4. Personal property sold:
    a. at an auction by a state licensed auctioneer;
    b. at a going-out-of-business sale; or
    c. by a political subdivision of the state, a state agency, or an entity of the federal government
5. Any work performed and paid for by the day is exempt from the competitive bidding process.
6. Work performed under a contract for community and economic development made by a county designed to reasonably increase participation by historically underutilized businesses in public contract awards by establishing a contract percentage goal for HUB businesses.

SOLE SOURCE PURCHASES

Sole Source purchases must be approved by the City Manager before purchasing. These conditions occur when the purchase involves compatibility of equipment, accessories, or replacement parts or when the goods or services is a one-of-a kind or protected by a patent, copyright, secret process. The product is only available from a regulated or natural monopoly. The product is a component or repair part that may only be purchased from the original supplier. The following items are necessary to provide sufficient justification for sole source purchase:

1. A memorandum to the City Manager with a statement must be attached to the Purchasing Summary Form that says enough vendors have been contacted to determine that only one practical source of supply exists or states the reasons only one source exists. This memorandum should include the City Manager's signature signifying his/her approval.
2. A bid from the sole source provider on company letterhead.
3. A letter from the vendor stating they are the sole supplier of the good.

A Purchasing Summary Form and purchase order is still required with the above information attached.

CHANGE ORDERS

According to purchasing law, the City of Bastrop may make changes to plans, specifications, or quantities after award of the contract, if necessary. However, no increase may exceed 25% of the original contract amount and any decrease of 25% or more must have the consent of the contractor.

Increases that cause a change in dollar limitations or purchasing law may supersede the 25% rule:

Example: If a contract is awarded for $45,000, the allowable increase under the 25% rule would be $11,250. However, this would cause the new price to exceed $50,000, which by State law requires sealed bids and advertising. Increase would be limited.

Any change in a purchasing contract that exceeds 25% of the original amount will void the original contract.

MAKING THE PURCHASE

City of Bastrop buyers are responsible for making sure that the purchased good or service is received as specified. Under no circumstance should a buyer accept more goods or services than ordered. Employees are only authorized to purchase items that have been approved by their Department Head. A purchase over the original amount requires additional approval.

30 DAY ACCOUNTS PAYABLE CYCLE

Texas law requires municipalities to pay invoices within 30 days or be subject to the payment of interest. It is the responsibility of each department to make sure the signed invoices, purchase orders and any other required paperwork is submitted to the Finance Department as soon as the product is received, or service rendered.

It is the responsibility of Accounts Payable to pay all vendor invoices within 30 days of the date the services or products are received. If the invoice date is different from the service/product receipt date, the department will need to note on the invoice the date of receipt of the product or service. Any Variance between the purchase order and the vendor invoice must be reconciled and documented on the purchase order. Vendor payments can only be made for the original or modified purchase order amount.

EMERGENCY PROCEDURES

Valid emergencies are those that occur because of the breakdown of equipment which must be kept in operation to maintain the public's safety or health, or whose breakdown would result in the disruption of City operations. It is required to get City Manager or their designee approval on any emergency purchases.

The Legislature exempted certain items from sealed bidding in the ***Texas Local Government Code Section 252.022(a)***, including, but not limited to:

1. A procurement made because of a public calamity that requires the immediate appropriation of money to relieve the necessity of the municipality's residents or to preserve the property of the municipality;
2. A procurement necessary to preserve or protect the public health or safety of the municipality's residents;
3. Procurement necessary because of unforeseen damage to public machinery, equipment, or other property.

The following steps must be taken when making emergency purchases:

1. Employee must receive approval from the City Manager or their designee.
2. Employee will make every effort to solicit bids unless circumstances prevent employee from

doing so.
3. A written statement concerning the emergency must be provided following the incident to provide necessary documentation in Accounts Payable and must include the City Managers signature or their designees.

FEDERAL PROGRAMS

The City of Bastrop has adopted ***Federal 2 CFR 200.318 - 200.326 and Appendix II to Part 200*** for Federal Programs to ensure City procures materials and services in an efficient and economical manner that follows the applicable provisions of federal, state and local laws and executive orders. Federal 2 CFR 200 section 318 to 326 cover the following regulations:

200.318 – General Procurement Standards
200.319 – Competition
200.320 – Methods of Procurement to be followed
200.321 – Contracting with Small & Minority businesses, women business enterprises & labor surplus area firms
200.322 – Procurement of Recovered Materials
200.323 – Contract Cost & Price
200.324 – Federal awarding agency or pass-through entity review
200.325 – Bonding requirements
200.326 – Contract Provisions

ASSET CONTROL

INVENTORY CONTROL

The purpose of inventory control is to create and maintain a record/inventory of all fixed assets of the City of Bastrop. Fixed assets include all items over $5,000 with a life expectancy of two (2) or more years. “Minor Capital Outlay” items must also be inventoried. These items will include assets purchased for $1,000 to $4,999.

When a fixed asset is received by the city, it is tagged with a City of Bastrop property tag (if feasible) and added to the Departments master list. A new asset form should be completed, signed, and provided to the Finance Department.

Each Department shall keep an inventory list of all fixed assets permanently assigned to an employee.

A wall-to-wall inventory of all fixed assets shall be performed every year or as deemed necessary. It is recommended that Departments perform an annual fixed assets inventory of equipment permanently assigned to employees.

USE OF PROPERTY

City of Bastrop employees should be aware that the use of City property for personal gain is strictly prohibited. City vehicles should only be used for official City business. City Personnel Policies list theft and unauthorized use of City property as grounds for immediate dismissal.

In addition, employees are not to use personal property for the performance of their job or at their work site. Personal items such as radios, coffee pots, picture frame, books, etc. is permissible: however, the City of Bastrop is not responsible for damage to or theft of these items.

DISPOSAL OF SURPLUS MATERIALS AND EQUIPMENT/ DONATIONS

City surplus materials and equipment (a/k/a 'surplus items') includes any City owned personal property such as furniture, fixtures, equipment, computers, vehicles, tools, clothing, or other such items, which have lost useful value to the City, have become non-functional or are obsolete. Such surplus items may be disposed of by one of the following methods:

- Sold competitively, by accepting sealed bids or by public auction;
- Traded in for acquisition of new equipment;
- Donated by the City to a recognized charitable organization;
- Provided to other governmental entities (donation or exchange).
- Sold as 'scrap' (for cash), if the items have no value except for salvage and the City Manager or their designee has authorized the sale for scrap; or
- Disposed of through solid waste collection services if the item has no salvage or other value and the City Manager or their designee has authorized such disposal.

Trade-In or Donation: Before trading-in and/or donating surplus items, the Department Head must prepare a memorandum to the City Manager and remit a copy to the Finance Department stating: 1) the identity of the surplus items to be disposed of, traded-in or donated, 2) the reasons for the surplus items being declared surplus, 3) the original purchase price (if ascertainable) of the surplus items, and 4) the value of proposed "trade-in" or "donation", in the estimation of the Department Head. If the Department Head receives approval by City Manager to proceed, the Department Head must coordinate their trading-in and/or donating surplus items with the Finance Department to ensure a Disposed Fixed Asset Form is completed and any other ancillary paperwork.

[Note: All property is owned in the name of the City of Bastrop and is not vested in any specific department.]

Sales: If the surplus items are to be sold, then the Department Head must prepare a memorandum to the City Manager and remit a copy to the Finance Department. The memo should include: 1) the identity of the items to be sold to include year, make, model, and any other identification characteristics, 2) a brief description providing why it is necessary to dispose of the item. The Department Head having received approval to sell a surplus item may then utilize one of the following options: 1) post notice in the local newspaper and/or through an approved on-line auction provider 2) advertise in the local newspaper, 3) request sealed bids, or 4) sell through a public auction, which may take place at a specified location or, by means of an on-line sale.

Preferred Disposition: Whenever reasonably feasible, it is the City's preference that the Department Head dispose of the surplus equipment by means of a public auction or sale held in cooperation with other City departments and surrounding government entities.

Procedures: The City Manager shall have the authority to approve the disposal, sale, trade-in, or donation of surplus items when the value of same is less than $50,000, in total. If the total value exceeds $50,001, then the City Manager shall obtain Council approval of the proposed disposal, sale, trade-in, or donation of surplus items.

Once approved by either the City Manager or Council, as appropriate, to document the disposal, sale, trade-in, or donation of surplus items a Disposed Fixed Asset Form must be prepared and submitted to

the Finance Department in addition to providing the license plates for any vehicles or equipment disposed of. The Finance Department manages the change of ownership and the receipt of funds.

City decals must be removed from all surplus City vehicles, machinery, and equipment before disposal, donation, trade-in, or sale.

City employees may participate, on their own time, in public auctions for the purchase of surplus City items.

LOST PROPERTY

After conducting an annual inventory and property is discovered to be lost, an explanation for the lost must be provided immediately to the Department Head using the Fixed Asset Form. Property losses that come to the attention of the employee before the annual inventory should be reported within 24 hours using the Fixed Asset Form.

All thefts are to be reported to a supervisor or Department Head as soon as possible. The City of Bastrop, Police Department must be notified immediately. Stolen fixed asset must be removed from the Master Inventory List and a copy of the police report attached to the Fixed Asset Form.

SECURITY MEASURES

All equipment will be kept in a secure area when not in use. Access to this area will be limited to the employees assigned to the secure area. In case of theft, the security of the area should be evaluated to determine if changes or re-keying of locks should be necessary.

RESPONSIBILITIES OF PARTIES

DEPARTMENT HEADS

1. Monitor and approve overall purchases to ensure that funds are spent judiciously and that budgeted resources are within their control and available for all procurement.
2. Reject requests for purchases that do not have proper authorization or include required documentation.
3. Approve all purchases up to $9,999 excluding budgeted capital.
4. Adhere to the Purchasing Policies and the Code of Ethics.
5. Place cooperative agreements and Request for Proposals on file with Finance and monitor purchases to ensure that supply agreements are used.
6. Ensure that sole source requests meet the guidelines and include required documentation.
7. Inventory all fixed assets every year.
8. Verify goods and services are received as ordered before approving payment.
9. Annually inventory equipment assigned to employee.
10. Keep records of losses occurring in their areas to detect patterns of theft in one area or individual employee.

SUPERVISORS

1. Maintain security of equipment on-site
2. Keep a log of equipment issued to employees on a long-term basis.
3. Keep a log of equipment issued to employees on a short-term basis.
4. Forward all receipts and invoices to Department Head as soon as possible.
5. Check that equipment and supplies are returned upon termination of an employee.

CITY OF BASTROP ACCOUNTS PAYABLE

1. Pay bills in an accurate and timely manner.
2. Reject requests for purchases that do not have proper authorization or include required documentation.
3. Monitor purchases to ensure that supply agreements are used.
4. Ensure that purchasing policy requirement guidelines are met and required documentation included.

CITY OF BASTROP ACCOUNTING

1. Maintain the master fixed asset property list.
2. Assign inventory tags for fixed assets.
3. Provide Fixed Assets Forms.
4. Produce Master Inventory List as needed.
5. Process fixed asset transfers and retirements.
6. Review, approve and enter all purchase orders for budgeted fleet purchases.

PURCHASING CARD PROGRAM

PURPOSE

The purpose of the Purchasing Card Program is to provide the City with an efficient and controllable method of making small dollar commodity, service, and travel purchases. This program is to be used to procure low-value maintenance, repair, and operational expense items. By using the purchasing card, it will simplify the payment process and take advantage of the rebate program the card provider offers. The City will issue cards via the provider of its choice. This card policy is not intended to replace, but rather supplement existing purchasing, travel, and other City polices. The same restrictions that apply to other methods of purchasing also apply to the purchasing cards.

ELIGIBILITY

Department Directors and Supervisors can make a request to the City Manager for a purchasing card in their name. Department purchasing cards can be issued to each department and be the responsibility of the Department Director or their designee. Criteria for determining which departments should be issued a department card:

- Will the use of a Credit Card enhance productivity?
- Will the use of a Credit Card reduce paperwork?
- Will the Credit Card be utilized regularly for the purchasing of authorized (budgeted) goods, supplies and services?

USAGE

Each card will have a daily and monthly limit. The daily limit on the Department Director cards is set by the City Manager. The Department Directors will provide to the Program Administrator in writing, the limits for Supervisors individual cards. The daily limit for the department cards is $500. Limits can be

changed on a temporary or permanent basis when warranted and a written request is received by the Program Administrator from the Department Director.

Purchasing Cards may be used for small dollar purchases which do not exceed the daily transaction limit established by the Purchasing Policy and that do not exceed the cards maximum limit.

Acceptable purchases are:

- Maintenance and repair of equipment
- Operational expense items (within the dollar limits stated above)
- Registration Fees
- Travel expenses (must adhere to the Travel Policy)

Purchases made on the purchasing card will be for City business only. The purchasing card is not a personal line of credit and must never be used for personal or private purchases of any nature. When in doubt as to whether a purchase is allowable under the City policy, the Cardholder should either contact the Program Administrator before making the purchase or make payment personally and seek reimbursement from the City afterwards. Please remember that reimbursement for any out-of-pocket purchase made without authorization is subject to the City Manager's approval. Unauthorized purchases or use of the purchasing card in violation of this or any other City policy are prohibited, and purchaser will be subject to disciplinary action.

The Finance Department has a purchasing card with a $125,000 monthly limit. This card is used solely to pay vendors that allow credit card payments and do not charge a processing fee. The advantage to this additional payment method is to obtain the rebate provided through the purchasing card program.

DUTIES AND RESPONSIBILITIES

A. Cardholder

1. The employee who is issued a card is called a "Cardholder" whether it was issued in their name or just in their custody (i.e. department card). The purchasing card has daily transaction limits as well as a maximum monthly limit.

2. Every transaction made using the purchasing card must have corresponding backup and be entered into the credit card program. All transactions will be reviewed and approved by the appropriate supervisor. All transactions, once reconciled, will be downloaded into the accounting system monthly.

3. Each Cardholder shall use the card only for authorized purchases. A hardcopy itemized receipt must be obtained from the vendor each time the card is used and be signed by the Cardholder and their Supervisor (when applicable).

4. The Cardholder is responsible for immediately notifying the Purchasing Card Provider, their Supervisor, and the Program Administrator if the card is lost or stolen.

5. Each Cardholder must acknowledge receipt of the purchasing card, understand the rules of usage, and sign the Purchasing Cardholder Agreement. Failure to abide by this Purchasing Card Policy may result in disciplinary action, up to and including termination of the employee. The Cardholder will be required to reimburse the City for any unauthorized transaction.

6. Upon resignation or termination of employment of a Cardholder, the Department Director shall notify the Program Administrator immediately, and the card shall be turned in to the Program Administrator.

B. Program Administrator

The Program Administrator is the Chief Financial Officer or their designee. The Program Administrator manages the Purchasing Card Program and has the following responsibilities:

1. Establishing purchasing card accounts and authorized limits
2. Point of contact for any Purchasing Card Program questions
3. Ensure compliance with the Purchasing Card Policy and the Purchasing Policy
4. Reviews all purchasing card transactions monthly
5. Terminating cards as needed

C. Departmental Responsibility

The Department Director determines who will be issued a purchasing card and the daily and monthly limits assigned. The Department Director will also ensure that purchases are authorized and adhere to City policies. Departments may implement more stringent internal authorization procedures that its Cardholders must follow to make purchases with the card. Directors or their designee are responsible for approving receipts and making sure the statements for each card are reconciled and backup uploaded to the credit card program within 15 days of the statement date to facilitate timely approval and processing.

PURCHASING CARD PROVIDER

The Purchasing Card Provider will generate a monthly billing statement at the close of every month. This statement can be obtained online. All Cardholders should receive instructions on how to establish a login to their account. The Cardholder is responsible for reconciling their respective statement, matching each transaction with a receipt as soon as it is received. If a transaction is listed which is not known to the Cardholder, the Cardholder is responsible for immediately notifying the Purchasing Card Provider and the Program Administrator of the disputed charge. It is imperative that each Cardholder promptly process the transactions and for approval by their supervisor

TRANSACTION/CARD LIMITS

Each individual purchasing card will have transaction and/or spending limits. The Chief Financial Officer in coordination with Department Director has the authority to limit types of purchases, places of purchases, and hours of day purchases that can be made on individual cards. The total purchase price as printed on the individual credit card receipt is known as the “transaction amount”. The purchasing card may be limited by the merchant type, transaction amount, and monthly transaction limit. Each Cardholder will be set up with limits for each of these categories and will be made aware of the limits. A card transaction will be denied when swiped if the transaction exceeds any of the limits. The card transaction limits may not exceed those set in the policy guidelines.

SALES TAX

As a tax-exempt government agency, the City of Bastrop does not pay sales tax. Cardholders will be provided a copy of the City’s Tax Exemption Certificate when requested. Cardholders are responsible for ensuring that the merchant does not include sales tax in the transaction, if possible. In the event sales tax is charged, the Cardholder is required to go back to the vendor/merchant to request a refund of the sales tax paid. If a refund is not possible, the Cardholder is required to submit a memorandum monthly to the Finance Department that includes an explanation as to why the sales tax paid cannot be credited along with a copy of the receipts showing the sales tax amount. The Finance Department will deduct the sales tax paid during the monthly sales tax reporting process.

RETURNS

Each Cardholder is responsible for coordinating returns with the vendor and making sure a proper credit slip is obtained. Credit shall be issued to the Cardholder's account. **Cash refunds are not allowed.**

RESTRICTIONS AND EXEMPTIONS

A. Employees may ***not*** use the card for the following:

1. Any purchases of items for personal use.
2. Cash refunds or advances.
3. Any purchase of goods/services or from a merchant type not considered prudent or of good judgment.
4. No purchases are to be processed through the employee's personal account online. You must establish a City account to process the purchase.
5. Any transaction amount greater than the Cardholder's transaction limit.
6. Items under contract unless an emergency exception is granted.
7. Alcohol or liquor of any kind. Patronization of bars, drinking places, and package stores must not be paid for with the purchasing card.
8. Separate, sequential, and component purchases or any transaction made with intent to circumvent the City Purchasing Policy or state law.
9. Any transaction that may cause or be perceived to cause damage to the City of Bastrop's reputation and goodwill, and/or reflect poorly on the ethical and moral decision-making of the Cardholder, staff, and elected officials.
10. Any other purchase specifically excluded in the City's Purchasing Policy.

B. Documentation

Supporting documentation must accompany each transaction including an itemized receipt signed by the Cardholder and Supervisor, when applicable. If a receipt is not obtained, a memo explaining the purchase must accompany the card statement.

C. Personal Use Restrictions

The card may not be used to pay spouse/family expense incurred while traveling. Only City business expenses are allowable, and the Cardholder must pay personal expenses separately.

OBTAINING A PURCHASING CARD

A. Steps:

1. Department Director submits in writing requests for a purchasing card and determines the appropriate daily and monthly transaction limits.

2. The Program Administrator will request the Purchasing Card Provider to issue a purchasing card with these established limits.

Upon receipt of the purchasing card, the Program Administrator will have the Cardholder review and sign the Purchasing Cardholder Agreement.

3. The new Cardholder receives copies of:

a) Purchasing Cardholder Agreement
b) Purchasing Card Policy
c) Purchasing Policy
d) Travel Policy

REVOCATION OF THE PURCHASING CARD

The purchasing card is subject to revocation at any time at the discretion of the Department Director or Chief Financial Officer. When a card is revoked, changes are made online and take effect immediately. The Program Administrator is further authorized to temporarily suspend use of the card via electronic methods if unauthorized use is discovered and such use poses a threat to internal financial controls.

PAYMENT OF FUNDS

PURPOSE

The Finance Department, under the direction of the Chief Financial Officer, is responsible for overseeing the payment process for the city, including oversight of appropriate payment methods, the approval process, and disbursement controls. This policy provides guidance governing all disbursements of city funds, except those for salaries and wages, and the appropriate usage of various payment methods. This policy establishes the Chief Financial Officer as the designated officer as required by Texas Local Government Code Section 105 to direct all payment of funds.

ROLES AND RESPONSIBILITIES

The finance department's accounts payable staff oversees the city disbursement process to ensure that only authorized disbursements are made, and that the disbursement process is efficient.

The Chief Financial Officer is responsible for working with accounts payable staff to develop and maintain adequate internal controls in the disbursement process, and to assess risks and review quality assurance standards. All disbursement documents are reviewed by the Chief Financial Officer or their designee prior to processing the disbursement to verify proper authorization of complete documentation is included.

The department heads are responsible for ensuring that the disbursement transactions are properly authorized, verifies that the transaction meets the conditions of this purchasing policy, is appropriate with the department's approved annual budget, and is allowable within the applicable funding source

restrictions.

The accounts payable staff will process only those transactions bearing appropriate departmental authorization and secondary authorization if required based on the approval limits stated in this purchasing policy.

TYPES OF PAYMENT REQUESTS

Invoices – It is the responsibility of the departments to submit invoices to accounts payable as quickly as possible and to expedite any other steps necessary to process invoices for payment. Vendor statements or quotes are not considered appropriate supporting documentation for purchases, and the city will not pay from such documents. It is expected that the purchaser of goods and services will always perform a receiving function, confirming that the goods and/or services ordered were received in accordance with the order. Department approval of invoices constitutes confirmation of receipt of goods and services.

Check Requests - Check requests may be submitted for payments of non-employees or employee reimbursements and other direct payments that cannot be made using a purchasing card or standard invoice submission. Appropriate supporting documentation must be attached to the check request to be processed.

FORMS OF PAYMENT

The City utilizes various forms of payment methods such as checks, direct deposit, electronic funds transfer (EFT), purchasing card, and wires. There is a two-step authorization process when using the check and EFT methods of payment, using secure signatures (electronic signatures) the employee processing the payments must enter a code and the Chief Financial Officer or their designee must enter a code. The signatures that appear on the checks must be authorized signers with the bank depository account.

The City encourages the electronic funds transfer payment method for the following reasons: eliminating storage of paper checks, reduce time spent on reconciliation, eliminating the occurrence of lost or stolen checks, reducing security risks, and improving tracking of payments using integrated banking technologies. This also gets the vendor paid much faster than mailing checks.

ANNUAL REVIEW AND REPORTING

These policies will be reviewed administratively by the City Manager at least annually, prior to preparation of the operating budget. The Chief Financial Officer will report to the City Manager on compliance with these policies.

Judy Sandroussi, Finance Director

Sylvia Carrillo, City Manager

History of Purchasing Policy:
Previously Approved 09/23/2014
Previously Approved 10/23/2018
Previously Approved 09/24/2019
Previously Approved 09/08/2020
Previously Approved 08/24/2021
Previously Approved 08/23/2022
Previously Approved 08/23/2023

Previously Approved 07/23/2024

GLOSSARY OF PURCHASING TERMS

Component Purchases: Purchases of component parts of an item that in normal purchasing practices would be accomplished by one purchase. (Purchasing parts and assembling a finished product.)

Pecuniary Benefit: Any form of economic gain (money, gifts, etc.).

Fixed Assets: A piece of equipment with a value of $5,000 or more and a life expectancy of two (2) year or more.

Separate Purchases: Purchases made separately of items that in normal purchasing practices would be accomplished by one consolidated purchase. (Multiple purchase orders of similar items to avoid bidding procedures.)

Sequential Purchases: Purchases, made over a period, of items in normal purchasing practices would be combined and bid as one purchase. (Similar to above but multiple purchases of the same items to avoid bids.)

RESOLUTION NO. R-2025-161

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, APPROVING THE CITY OF BASTROP PURCHASING POLICY, WHICH IS ATTACHED AS EXHIBIT A; PROVIDING FOR A REPEALING CLAUSE AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, it is the responsibility of local government to ensure that public funds are managed in a prudent and financially sound manner; and

WHEREAS, the City of Bastrop Purchasing Policy was last adopted by City Council on July 23, 2024; and

WHEREAS, the Chief Financial Officer and the City Manager have performed an annual review of the Purchasing Policy; and

WHEREAS, the City Attorney has reviewed the City of Bastrop Purchasing Policy and found it to be in compliance with all State procurement laws; and

WHEREAS, the City Council requests that the Purchasing Policy be reviewed and adopted annually by Council as a part of the budget adoption process to ensure this policy is current with State Law and appropriately addresses operational needs.

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

Section 1. The City Council hereby approves the City of Bastrop Purchasing Policy, which is attached as Exhibit A, and requests that it be reviewed and adopted annually as a part of the budget adoption process.

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 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 23rd day of September 2025.

APPROVED:

_____
Ishmael Harris, Mayor

ATTEST:

_____
Michael Muscarello, City Secretary

APPROVED AS TO FORM:

_____
City Attorney

STAFF REPORT

MEETING DATE: September 23, 2025

TITLE:
Consider action to approve Resolution No. R-2025-162 of the City Council of the City of Bastrop, Texas, approving the Financial Management Policy, which is attached as Exhibit A; providing for a repealing clause and establishing an effective date.

AGENDA ITEM SUBMITTED BY:
Submitted by: Judy Sandroussi, Finance Director

BACKGROUND/HISTORY:
This policy was previously adopted on July 23, 2024. This policy is to be reviewed and approved by City Council annually as a part of the budget process.

This policy was reviewed by finance staff and there are not any recommended changes this year.

This policy should be reviewed administratively by the City Manager at least annually, prior to preparation of the operating budget and brought to City Council for approval.

FISCAL IMPACT:
N/A

RECOMMENDATION:
Judy Sandroussi, Finance Director, recommends approval of Resolution No. R-2025-162 of the City Council of the City of Bastrop, Texas, approving the Financial Management Policy, which is attached as Exhibit A; providing for a repealing clause and establishing an effective date.

ATTACHMENTS:
- Resolution No. R-2025-162
- Financial Management Policy

RESOLUTION NO. R-2025-162

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, APPROVING THE FINANCIAL MANAGEMENT POLICY, WHICH IS ATTACHED AS EXHIBIT A; PROVIDING FOR A REPEALING CLAUSE AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, it is the responsibility of local government to ensure that public funds are managed in a prudent and financially sound manner; and

WHEREAS, the City of Bastrop Financial Management Policy was last adopted by City Council on July 23, 2024; and

WHEREAS, 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; and

WHEREAS, this policy has been updated to reflect minor changes; and

WHEREAS, the City Council requests that the Financial Management Policy be reviewed and adopted annually by Council as a part of the budget adoption process to ensure this policy is current with State Law and appropriately addresses operational needs.

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

SECTION 1: The City Council hereby approves the City of Bastrop Financial Management Policy, which is attached as Exhibit A, and requests that it be reviewed and adopted annually as a part of the Budget adoption process.

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 remainder 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 it is duly resolved.

DULY RESOLVED AND ADOPTED by the City Council of the City of Bastrop, Texas on the 23rd day of September 2025.

CITY OF BASTROP, TEXAS

APPROVED:

_____
Ishmael Harris, Mayor

ATTEST:

_____
Michael Muscarello, City Secretary

APPROVED AS TO FORM:

_____
City Attorney

BASTROPTX
Heart of the Lost Pines
Est. 1832

Financial Management Policy

Approved
July 23,2024

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PURPOSE STATEMENT

The overriding goal of the Financial Management Policy 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 Policy 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.

ACCOUNTING, AUDITING, AND FINANCIAL REPORTING

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 principal 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.

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. A new Capital Fund should be created for each debt issuance.

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.

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.

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.

EXTERNAL FINANCIAL REPORTING

The City will prepare and publish an Annual Comprehensive Financial Report (ACFR). The ACFR 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 possible awarding of the Certification of Achievement for Excellence in Financial Reporting. The ACFR 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.

INTERNAL CONTROLS

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.

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.

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.

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 using the same basis of accounting as the audited financial statements. 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 thirty (30) days prior to the commencement of the fiscal year per the City Charter. 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.

The budget document presented to Council will be in compliance with Article VI Section 6.02 of the City Charter.

A copy of the proposed budget shall be filed with the City Secretary, at the Public Library and available on the City's website when it is submitted to the City Council in accordance with the provisions of the City Charter Article VI Section 6.03.

At the Council meeting at which time the budget is submitted, the Council shall, in conformance with the requirements of state law, cause to be published the date, time, and place of a Public Hearing. At this hearing, interested citizens may express their opinions concerning items of expenditure, giving reasons for wishing to increase or decrease any such items. This is in accordance with the provisions of the City Charter Article VI Section 6.04.

After a 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. This in accordance with the provisions of the City Charter Article VI Section 6.05.

On final adoption, the budget shall be in effect for the budget year. Final adoption of the budget by City Council shall constitute the official appropriations of proposed expenditures for the year and shall constitute the basis of the official levy of the property tax as the amount of tax to be assessed and collected for that tax year. This in accordance with City Charter Article VI Section 6.06.

BALANCED BUDGETS

An operating budget will be balanced, with current revenues, inclusive of beginning resources, greater than or equal to current operating expenditures/expenses.

PLANNING

The budget process will begin with a Staff Budget Retreat followed by a Council Budget Workshop to provide direction to the City Manager on goals of the organization. From Jan. – April, each Department Director will enter their line item budgets into the budget software. Starting in June, meetings are scheduled with the City Manager, Chief Financial Officer, and Department Directors, to review their budget submittals. The City Manager submits a proposed budget to the City Council before the end of July. The City Council will conduct budget workshops as necessary.

REPORTING

Periodic financial reports are available within the City's ERP program 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.

The City uploads the monthly financial transactions to their website monthly.

CONTROL

Operating Expenditure Control is addressed in another section of the Policies.

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 final budget document.

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.

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 capital budgets and to enable the finance department to monitor the capital budget as authorized by the City Manager. The City uses a software to track capital projects. The projects are updated quarterly and available for review on our website.

REVENUE MANAGEMENT

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.

CERTAINTY

An understanding of the revenue source increases the reliability of the revenue system. The City will 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.

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.

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.

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.

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.

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.

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.

PROPERTY TAX REVENUES

For every annual budget, the City shall levy two property tax rates: Maintenance & Operations and Interest & Sinking (debt service). The debt service levy shall be sufficient for meeting all principal and interest payments associated with the City's outstanding general debt obligations for that budget year. The debt service levy and related debt service expenditures shall be accounted for in the Debt Service Fund. The maintenance and operations levy shall be accounted for in the General Fund. The City will adhere to state law when calculating these tax rates. 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 pursued as part of the collection contract the City has with the Bastrop County Tax Assessor/Collector.

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.

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 (overhead allocation) performed on the funds' behalf. The details will be documented and said information will be maintained in the Finance

Department.

TRANSFER FROM ELECTRIC FUND

There will be a transfer from the Electric Fund to the City's General Fund which represents a Return on Investment (payment in lieu of taxes). This transfer should not exceed 11% of the total proposed revenue of the Electric Fund for that budget year.

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.

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.

REVENUE MONITORING

Revenues received will be regularly compared to budgeted revenues and variances will be investigated. This process will be summarized in the monthly financial report to Council.

EXPENDITURE CONTROL

OPERATING EXPENDITURES

Shall be accounted, reported, and budgeted for in the following categories:

1. Personnel Costs
2. Supplies and Materials
3. Maintenance and Repairs
4. Occupancy
5. Contractual Services
6. Other Charges
7. Contingency

APPROPRIATIONS

The level of budgetary control is the fund level budget in all Funds. Transfers between departments over $25,000 will still require City Council approval. Transfers between expenditure accounts within a department may occur with the approval of the Department Director. City Manager approval is required if transferring from personnel accounts, capital accounts within a department, and transfers between

departments. When budget adjustments (i.e., amendments), are required between funds or between departments over $25,000, these must be approved by the City Council through an Ordinance. Transfers between departments within the General Fund under the $25,000 amount will be reported to City Council through the quarterly report.

CONTINGENCY ACCOUNT

The General Fund Contingency Account will be budgeted at a minimal amount ($35,000). Increases to the contingency account must be approved by City Council.

CONTINGENCY ACCOUNT EXPENDITURES

The City Council must approve all contingency account expenditures over $35,000. The City Manager must approve all other contingency account expenditures and report them to City Council.

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.

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.

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.

ASSET MANAGEMENT

INVESTMENTS

The City's investment practices will be conducted in accordance with the City Council approved Investment Policies.

CASH MANAGEMENT

The timing and amount of cash needs and availability shall be systematically projected in order to maximize interest earnings from investments.

INVESTMENT PERFORMANCE

A quarterly report on investment performance will be provided by the Chief Financial Officer to the City Council in accordance with the City's Investment Policy.

FIXED ASSETS AND INVENTORY

The City of Bastrop's Purchasing Policy defines Fixed Assets and "Minor Capital Outlay" items as items with a value over $1,000 and with a life expectancy of two (2) of more years. Asset control will be conducted in accordance with the City Council approved Purchasing Policy Sec. IV which includes annual inventory count, proper disposal, and security measures. The Finance Department has procedures in place to capture these types of purchases, make sure they are added to the Fixed Asset List and be placed on the insurance. All departments should have procedures in place for proper maintenance of all city assets.

VEHICLE AND EQUIPMENT REPLACEMENT FUND

PURPOSE

The purpose of establishing a Vehicle and Equipment Replacement Fund (VERF), policy is to establish a decision-making process and criteria for purchase, replacement, elimination, and disposition of vehicles and equipment. The policy also establishes procedures to ensure those adequate funds will be available to purchase fleet assets and technology equipment, stabilizing the budgeting for major fleet and technology purchases, and provide sufficient cash flows for annual purchases of equipment greater than or equal to $10,000.

ROLES AND RESPONSIBILITIES

Each department shall designate a fleet manager(s) to be responsible for oversight of department vehicles, equipment, and technology, and to ensure all equipment is safe, cost effective and meets the needs of the user department, and determining "best value" choosing the equipment to be purchased.

A Fleet Advisory Committee (FAC) should be established with the appropriate staff members, usually consisting of each departmental fleet manager(s). The committee will consider department requests in comparison to determination which assets to be purchased, replaced or eliminated annually. The FAC will provide an annual recommendation to the City Manager as part of the annual budget process for fleet purchases, replacements, eliminations and/or any other changes regarding fleet management.

FLEET INVENTORY

By November 1 of every year a physical inventory of all fleet assets shall be completed. By December 15 of each year, the City Finance Department shall distribute an inventory of all fleet assets to the Department Heads. By January 15 of each year, the FAC shall verify the accuracy of the inventory. The

final inventory shall include asset number (VIN #), description of asset (make, model, year), division or program the asset is assigned, and the mileage or hours of operation.

FUNDING OF FLEET ASSETS

All fleet assets purchased out of the VERF fund are owned by the fund and leased to the user departments. All assets purchased through the VERF are approved during the regular budget process prior to purchase. Accessories for fleet assets may be funded by the VERF as follows:

(1) Accessories that will be funded by the VERF
   (a) Initial purchase of accessories attached to the unit or required for the unit to perform its intended function.
   (b) PC peripherals, i.e., wiring and laptop mounts.
   (c) Accessories must be included in total cost of vehicle/equipment purchase.

(2) Accessories that will not be funded by the VERF
   (a) Maintenance items or services.
   (b) Accessories added to the unit or replaced after the initial purchase is made and the unit is put into service.

All user departments will be charged an annual lease fee for each fleet asset allocated to their use from the VERF. Such fee will provide funds to purchase replacement assets. Money received from assets sold as surplus property will be credited to the VERF.

For vehicles and equipment that are not currently funded in the VERF, the FAC shall make recommendations as to how to fund replacement of the vehicles and/or equipment and present these recommendations as part of the annual budget process.

The purchasing of fleet through the VERF fund follow the same purchasing policy and procedures as any purchase would require.

VERF REVENUES

Departments will be charged an annual lease fee for assets assigned to them. Lease fees will be calculated in accordance with the following formula:

[A-B]/Life * C = X
A=Actual Vehicle and/or Equipment Cost
B=50% of Estimated Salvage Value
C=Inflation Factor
X=Normal Annual Lease Fee Charge

Life=Expected Life of Unit (See Replacement Criteria)

Charges to user departments will be reviewed periodically by the FAC. Lease fees may be adjusted during the annual budget process to ensure the adequacy of the VERF fund balance or to ensure the fund is not over funded. This analysis will include an anticipated cash flow examination that estimates the fund balance for the lease life of all assets.

FLEET ASSET REPLACEMENT CRITERIA

The department fleet manager shall annually identify assets that are candidates for replacement or elimination from the fleet as determined by the following replacement criteria:

Vehicle/Equip Category	Age (Years)	Mileage/Hours
Patrol Sedans	5	85,000 miles
Other Police Vehicles	7-10	100,000 miles
Heavy Equipment (Dump Trucks, backhoes, Street Equip. etc.)	10-20	Varies
Mowers	5-7	Varies
Trucks	7-10	Varies
Fire Trucks	10-20	Varies

By December 15 the FAC will confer with departments to review the departmental requests for the upcoming budget year. This will include discussion of request for additions to the fleet and the identification of assets for replacement or elimination to be considered for the next budget preparation cycle. The FAC shall make all recommendations for fleet additions, replacements or eliminations by February 15. By March 1, the CFO or designee shall calculate proposed lease fees using the lease fee calculation. Estimated costs will be used for inclusion in departmental budgets for the upcoming fiscal year.

All vehicle and equipment replacements are considered proposed until such time as the next year's budget is formally approved by Council. Department fleet managers are responsible to provide new title, VIN #s and all other pertinent information to the City Finance Dept. when the new vehicle and/or equipment is acquired. The Finance Department will be responsible for making sure all assets are properly insured.

For vehicles that are used frequently but incur very few miles, the replacement criteria may be exceeded, provided the vehicle remains safe and is economical to operate. Each year, these vehicles will be reviewed for replacement projections.

The finance department will be responsible for following the policy for disposal of assets when fleet is recognized as needing to be replaced or eliminated.

FINANCIAL CONDITION AND RESERVES

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.

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. This should be followed by a plan to mitigate the re-occurrence of this type of shortfall in the future.

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.

RISK MANAGEMENT PROGRAM

The City Council adopts an Investment Policy annually that outlines the investment strategy guidelines with the first goal being the safety of public funds. These policies mitigate the risk associated with investing these public funds.

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.

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.

HOTEL OCCUPANCY TAX FUND

The Hotel Occupancy Tax Fund reserve level needs to be sufficient to allow the fund to operate if a downturn in the economy occurred. Sufficient level of reserves should be a minimum of the annual Convention Center debt payment, Community Asset funding, and fifty percent (50%) of Visit Bastrop funding for the current 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 this minimum reserve amount.

COMPREHENSIVE FUND BALANCE POLICY

BACKGROUND

The Governmental Accounting Standards Board (GASB) issued Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions (GASB-54). The primary objective of this standard is to improve the usefulness and comparability of fund balance information by reporting fund balance in more intuitive and meaningful components. This standard also clarifies the definitions of the different types of funds the governmental entity may set up for financial reporting purposes.

GASB-54 requires that written policies be formally adopted by the governing body depicting the procedures that will be used for committing fund balance, assigning fund balance, how stabilization funds will be determined, order of spending the fund balance categories, minimum fund balance levels, and use of governmental fund types.

FUND BALANCE CATEGORIES

Non-Spendable – Fund balance reported as “non-spendable” represents fund balance associated with inventory or prepaid items. The cash outlay for these types of items has already been made and therefore the resources represented by this fund balance category cannot be spent again.

Restricted – Fund balance reported as “restricted” represents amounts that can be used only for the specific purpose determined by law or by the external providers of those resources.

Committed – Fund balance reported as “committed” includes amounts that can be used only for specific purposes determined by a formal action and approval by City Council.

Assigned – Fund balance reported as “assigned” represents amounts intended to be used for specific purposes, but not meeting the criteria to be reported as committed or restricted fund balance.

Unassigned – Fund balance reported as “unassigned” represents the residual classification of fund balance and includes all spendable amounts not contained within the other classifications.

POLICY ON COMMITTED FUNDS

In accordance with GASB-54, it is the policy of the City of Bastrop that fund balance amounts will be reported as “Committed Fund Balance” only after formal action and approval by the City Council. The action to constrain amounts in such a manner must occur prior to year-end; however, the actual dollar amount may be determined in the subsequent period.

For example, the City Council may approve a motion to report within the year-end financial statements each year, if available, an amount equal to two months of operating expenditures as Committed Fund Balance for Stabilization (see also Policy on Stabilization of Funds). The dollar amount to be reported as stabilization funds might not be known at the time of approval. This amount can be determined later when known and appropriately reported within the year-end financial statements due to the governing body approving this action before year-end.

It is the policy of the City of Bastrop that the governing body may commit fund balance for any reason that is consistent with the definition of Committed Fund Balance contained within GASB-54. Examples of reasons to commit fund balance would be to display intentions to use portions of fund balance for future capital projects, stabilization funds, or to earmark special General Fund revenue streams unspent at year-end that are intended to be used for specific purposes.

After approval by the City Council, the amount reported as Committed Fund Balance cannot be undone without utilizing the same process required to commit the funds. Therefore, it is the policy of the City of Bastrop that funds can only be removed from the Committed Fund Balance category after motion and approval by the City Council.

POLICY ON ASSIGNING FUNDS

In accordance with GASB-54, funds that are intended to be used for a specific purpose but have not received the formal approval action at the governing body level may be recorded as Assigned Fund Balance. Likewise, redeploying assigned resources to an alternative use does not require formal action by the governing body.

GASB-54 states that resources can be assigned by the governing body or by another internal body or person whom the governing body gives authority to do so, such as a budget committee or the Chief Finance Officer. Therefore, having considered the requirements to assign fund balance, it is the policy of the City of Bastrop that the Chief Finance Officer will have the authority to assign fund balance of this organization based on intentions for use of fund balance communicated informally by the governing body.

POLICY ON STABILIZATION OF FUNDS

The City desires that a specific amount of fund balance be maintained perpetually to provide for emergencies, contingencies, revenue shortfalls, or budgetary imbalances that may occur from time to time. This formal set-aside of fund balance is commonly known as “Stabilization Funding”. Therefore, it is the policy of this City that, if available, an amount up to two months’ worth of regular General Fund Operating expenditures be reported as Committed Fund Balance for stabilization each year in the year-end external financial statements of the City.

In the absence of a formal action by the governing body in any given year specifying the desire to report committed fund balance for stabilization funds of up to one month of regular General Fund operating expenditures, if available, the formal adoption of this policy by the governing body will be deemed to serve as the formal action required to commit fund balance for stabilization funds. If at year-end, an amount less than two months of operating expenditures is available within fund balance that is not already reserved or committed for other purposes, then it is the policy of the City to record all remaining fund balance amounts as Committed Fund Balance for Stabilization.

POLICY ON ORDER OF SPENDING RESOURCES

It is the policy of the City of Bastrop that when expenditures are incurred that would qualify as expenditures of either Restricted Fund Balance or Unrestricted Fund Balance (Committed, Assigned, or Unassigned), those expenditures will first be applied to the Restricted Fund Balance category.

Furthermore, it is the policy of this City that when expenditures are incurred that would qualify as a use of any of the Unrestricted Fund Balance categories (Committed, Assigned, or Unassigned), those expenditures will be applied in the order of Committed first, then Assigned, and then Unassigned.

REVIEW OF GOVERNMENTAL FUND CLASSIFICATIONS

The City of Bastrop desires that the governmental fund types available for use in governmental financial reporting be appropriately selected based on the GASB-54 definitions of these fund types. Furthermore, the fund balance categories utilized within each of these fund types are also to be appropriately selected from the new GASB-54 classifications.

Therefore, after consideration of the purpose of each governmental fund type, it is the policy of the City of Bastrop to limit the fund balance categories that may be used with each governmental fund type as follows:

General Fund – Non-Spendable, Restricted, Committed, Assigned, and Unassigned.

Debt Service Funds – Restricted, Committed, and Assigned.

Capital Project Funds – Restricted, Committed, and Assigned.

Special Revenue Funds – Non-Spendable, Restricted, Committed, and Assigned.

DEBT MANAGEMENT

SELF-SUPPORTING DEBT

When appropriate, self-supporting revenues will pay debt service in lieu of tax revenues.

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.

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.

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, and AA- on its revenue bonds. 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.

IRS COMPLIANCE

The City will maintain written procedures for Post Bond Issuance Federal Tax compliance with IRS laws and regulations for tax exempt debt.

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.

GRANTS/FUNDING REQUESTS FINANCIAL MANAGEMENT

GRANT SOLICITATION

Each department is responsible for researching and applying for grants that support needs within their department. The purpose of this policy is to ensure grant funding is solicited with prior approval of the City Manager. The grant application should only be made with input from pertinent departments. The grants should be cost beneficial and meet the City's objectives. Communication will be made with City Council to keep them informed on what grants are being solicited.

GRANT ACCEPTANCE

All grants awarded to the City of Bastrop must be accepted by action of the City Council. If the grant opportunity is identified early enough for inclusion in the annual budget, it shall be identified and budgeted in revenue and expenditure accounts. If the grant is accepted but has not been included in the annual budget, a budget amendment shall be requested to reflect the revenues and expenditures associated with the grant.

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.

FUNDING REQUESTS FROM PARTNER ORGANIZATIONS

These organizations are identified as the Bastrop Economic Development Corporation and Visit Bastrop. The City Council will be informed of a funding request from a Partner Organization through an agenda item at a public meeting.

DONATIONS

LESS THAN $25, 000

The City Manager is authorized to accept or reject any and all offers of donations made to the City having a monetary value of less than $25,000 after due and proper consideration of the following factors:

1. Whether the proposed donation would be of a true benefit to the community or City Government;
2. Whether the proposed donation is appropriate or has practical use to the City's current or planned operations;
3. Whether the City already possesses similar items making the donated items(s) surplus;
4. Whether the proposed donation would require any undesirable or unreasonably high maintenance costs and efforts; and
5. Whether the required recognition, or stipulation, of the donor exceeds the vlue of the proposed donation or an acceptable level of recognition.

The City Manager shall prepare a report to be submitted to the City Council on a regular basis, not less than quarterly, detailing any offers of donations made to the City during the previous quarter, indicating whether such offer was accepted or rejected and, if rejected, stating the reason for same.

MORE THAN $25, 000

The City Manager shall review proposals for donations having a monetary value of $25,000 and greater to the City and shall prepare a recommendation to the City Council on such proposals. City Council action shall be required for acceptance of any such proposal. Prior to submittal to the City Council, the City Manager may invite comments from all affected City Department Heads and related Advisory Boards.

ACCEPTANCE

Upon acceptance by the City, the donor shall coordinate with City staff for the acceptance of the donation and specify a time frame for the expenditure or use of the donation. If a donation us not used for the intended specific purpose, within the approved amount of time, the donation may be returned to the donor upon request, or an extension of time may be permitted upon approval of the City and the donor.

All donations of any type in any amount of value shall be received and processed in accordance with proper and accepted accounting procedures.

ANNUAL REVIEW AND REPORTING

ANNUAL REVIEW

These Policies will be reviewed administratively by the City Manager at least annually, prior to preparation of the operating budget.

REPORTING

The Chief Financial Officer will report annually to the City Manager on compliance with these policies.

Judy Sandroussi, Finance Director

Sylvia Carrillo, City Manager

History of Financial Policies:
Previously Approved 9/23/14
Previously Approved 10/25/16
Previously Approved 5/9/17
Previously Approved with Budget 9/25/18
Previously Approved 10/22/19
Previously Approved 9/8/20
Previously Approved 8/23/21
Previously Approved 8/23/22
Previously Approved 8/22/23
Previously Approved 7/23/2024

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STAFF REPORT

MEETING DATE: September 23, 2025

TITLE:
Consider action to approve Resolution No. R-2025-163 approving the City of Bastrop Investment Policy, which is attached as Exhibit A and a list of qualified brokers, which is attached as Exhibit B; providing for a repealing clause; and establishing an effective date.

AGENDA ITEM SUBMITTED BY:
Judy Sandroussi, Finance Director

BACKGROUND/HISTORY:
Provided in the Public Funds Investment Act (PFIA) section 2256.005(e), the governing body:

1. Will review the Investment Policy annually and provide a written instrument stating that it has reviewed the Policy.
2. Will approved a list of qualified brokers annually. (Please see Exhibit B.)

Staff is recommending several changes to this policy. Changes are indicated in red on the Investment Policy, which is attached as Exhibit A.

FISCAL IMPACT:
N/A

RECOMMENDATION:
Judy Sandroussi, Finance Director, recommends approval of Resolution No. R-2025-163 approving the City of Bastrop Investment Policy, which is attached as Exhibit A; and approving a list of qualified brokers, which is attached as Exhibit B; providing for a repealing clause; and establishing an effective date.

ATTACHMENTS:
- Exhibit A - Investment Policy
- Exhibit B – Qualified Brokers
- Resolution 2025-163

RESOLUTION NO. R-2025-163

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, APPROVING 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:

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 remainder 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 it is duly resolved.

DULY RESOLVED AND ADOPTED by the City Council of the City of Bastrop, Texas on the 23rd day of September 2025.

CITY OF BASTROP, TEXAS

APPROVED:

_____
Ishmael Harris, Mayor

ATTEST:

_____
Michael Muscarello, City Secretary

APPROVED AS TO FORM:

_____
City Attorney

BASTROPTX
Heart of the Lost Pines
Est. 1832

Investment Policy

DRAFT

September 23, 2025

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INTRODUCTION

The purpose of this document is to set forth specific investment policy and strategy guidelines for the City of Bastrop to achieve the goals of ~~safe ty~~safety, liquidity, yield, and public trust for all investment ~~activity~~activities. 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.

INVESTMENT STRATEGY

The City of Bastrop may maintain separate portfolios, or one commingled portfolio which utilizes 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.

The objective for all operating fund accounts will be to ensure that anticipated cash ~~flows are~~flow is 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~~weighted average maturity of ~~1~~2 years or less will be calculated ~~using the stated final maturity date of each security~~with a maximum final stated maturity date of 5 years.

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.~~The maximum dollar weighted average maturity of 2 years or less will be calculated with a maximum final stated maturity date of 5 years.

Debt service reserve fund's 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~~of 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.

Perpetual Care funds will have as the primary objective to ensure that the preservation and safety of the principle is the highest priority while experiencing higher yield over a longer period due to the nature of the fund.

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, Fairview Cemetery Perpetual Care Fund, and any new fund unless specifically exempted by the City Council.

OBJECTIVES

The primary objective of the City's investment activity for all funds shall be Safety, Liquidity, and Yuield in that order ~~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 de faults or eros ion 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 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 investment portfolio shall be designed with the objective of attaining a market rate of return in accordance with its designated benchmark which is based on the City's cash flow requirements throughout budgetary and economic cycles, commensurate with the City's investment risk constraints and the cash flow characteristics of the portfolio.

~~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.~~

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PERFORMANCE STANDARDS

The investment portfolio shall be designed with the objective of obtaining a rate of return throughout budgetary and economic cycles, commensurate with the investment risk constraints and cash flow needs of the City. The benchmark the city will utilize is the 24-month trailing average yield of the 2-year Constant Maturity Treasury (CMT). This measure resembles the average maturity of the portfolio and moves in a similar manner to the overall strategy of the portfolio.

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DELEGATION OF RESPONSIBILITY

INVESTMENT OFFICER

Under the direction of the City Manager, the Chief Financial Officer (also known as Finance Director) is designated as investment officer of the City and is responsible for investment decisions and activities. The investment officer shall attend at least ten (10) hours of training relating to the office r's responsibility under the Act within 12 months of taking office r or assuming duties. Thereafter, eight (8) hours of training must be completed every two fiscal years. The training cycle is concurrent with the city's fiscal year. Training must be received from an independent source, approved by the entity's governing body or investment committee, and must include education in investment controls, security risks, strategy risk, market risks, diversification of investment portfolio, and compliance with PFIA. If deemed appropriate, the City

may engage the services of an outside registered investment advisor.

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 dis ~~clos e~~close 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.

CITY COUNCIL

The City Council holds ultimate fiduciary responsibility for the portfolio. It will receive and review quarterly reporting, approve brokers/dealers, and review and adopt the Investment Policy and Strategy at least annually.

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~~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.

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. describe in detail the investment position of the entity on the date of the report;
2. a summary of investments, and their beginning market value, additions and changes to the market value during the period, ending market value;
3. fully accrued interest ~~for~~in the reporting period;
4. a description of each investment;
5. The market value of the portfolio must be determined~~d~~ at least monthly. Market ~~prices~~prices will be obtained from an independent source.
6. 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;
7. state the maturity date of each separately invested asset that has a maturity date;
8. 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.

INVESTMENT PORTFOLIO

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 office r 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. All prudent measures will be taken to liquidate an investment that is downgraded to less than the required minimum rating.

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. These bids can be obtained orally, in writing, electronically or any combination of these methods. (Transactions with money market mutual funds, local government investment pools and when- issued securities shall also be evaluated with comparable investments).

AUTHORIZED

a. Obligations of the United States Government, or its agencies and instrumentalities, including the Federal Home Loan Banks.

b. General debt obligations of any US state or political subdivision rated AA or better.

c. Other obligations, the principal of and interest on which are unconditionally guaranteed or insured by, or backed by the full faith and credit of, this state or the Unite d States or their respective agencies and instrumentalities, including obligations that are fully guaranteed or insured by the Federal Deposit Insurance Corporation or by the explicit full faith and credit of the United States.

d. FDIC insured or collateralized depository certificate s of deposit from banks collateralized in accordance with this policy and with a maximum maturity of three 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 three 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. Certificate of deposit or share certificate if issued by a depository institution that is guaranteed

or insured by the Federal Deposit Insurance Corporation (FDIC) or its successor or the National Credit Union Share Insurance Fund (NCUSIF) or its successor and secured by obligations described in the Public Funds Investment Act, Sec. 2256-009.

g. AAA-rate d, 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.

h. Commercial paper rated A1/P1 or equivalent by two rating agencies with a maximum maturity of 365 days or fewer from the date of the issuance.

i. FDIC insured or collateralized Interest bearing and money market accounts in any bank in Texas.

j. AAA-rated, SEC registered money market funds striving to maintain a $1 NAV.

k. No-load Money Market Mutual Fund for investment of ~~the perpetual~~perpetual care funds only, that is registered with and regulated by the Securities and Exchange Commission, provides the investing entity with a prospectus and other information required by the Securities Exchange Act of 1934 and complies with Federal Securities and Exchange Commission Rules 2a-7.

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~~obligations, the interest rate of which is determined by an index that adjusts opposite to the changes in a market index.

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 three years. The maximum final stated maturity of any investment shall not exceed five years.

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 de fault 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.

SELECTION OF BANKS AND DEALERS

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 service s, 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.

SECURITY BROKER/DEALERS

All financial institutions and ~~broker~~brokers/dealers who ~~des ire~~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 to preclude investment transactions conducted between the entity and the organization that are not authorized by the entity's Investment Policy, except to the extent that this authorization is dependent on an analysis of the makeup of the entity's entire portfolio or require s an interpretation of subjective investment standards .

LIST OF QUALIFIED BROKERS

The City Council will annually adopt, by ~~resolution~~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. If the City is working with an investment advisor/manager, the investment advisor/manager will conduct reviews of the broker dealers and provide the city a list of approved firms.

COLLATERAL, SAFEKEEPING AND CUSTODY

TIME AND DEMAND DEPOSIT PLEDGED COLLATERAL

All bank time and demand deposits shall be secured by pledged collateral. ~~In order to~~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. 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

safe keeping institution shall be the Federal Reserve Bank or an institution not affiliated with the firm pledging the collateral.

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,~~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.

SUBJECT TO AUDIT

All collateral shall be subject to inspection and audit by the Chief Financial Officer or the City's independent auditors.

INTERNAL CONTROLS

The Chie f Financial Office r 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~~should 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~~ensure compliance with policies and procedures. The internal controls ~~shall~~should address the following points:

- Control of collusion.
- Separation of transaction authority from accounting and record keeping.
- Custodial safe keeping.
- Clear delegation of authority to subordinate staff members.
- Written confirmation for telephone (voice) transactions for investments and wire transfers.

Annually the Investment Officer ~~shall~~will 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.

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.

DELIVERY VS. PAYMENT SECURITY SETTLEMENT

All securities shall be settled into City safe keeping using the delivery vs. payment method. That ~~is ,~~is, payments shall not be made until the correct security ~~was~~is 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~~our explicit claim on the securities. The original copy of all safekeeping receipts shall be delivered to the City by the safekeeping agent.

As a best practice, in the event the City is working with an investment advisor/manager, the City will utilize the services of an independent third-party custodian. The custodian does not have to be affiliated with the city's banking services provider.

LOSS OF CREDIT RATING

The investment office r 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.

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~~with which brokered CDs are owned, the investment officer shall immediately liquidate any brokered CD which places the City above the FDIC insurance level.

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.

Last Adopted~~: August~~: August 23, 2022

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~~specific maturity evidenced by a certificate. Large-denomination ~~CD's~~CDs are typically negotiable.

Collateral: Securities, evidence of deposit or other property, which a borrower pledges to secure repayment of a loan. ~~Also~~It 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 statis tical section.

Coupon: (a) The annual rate interest that a ~~bonds'~~bond's 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.

Deale r: 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~~sale 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~~are 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 Unite d 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 Unite d 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~~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~~allowing 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 de fault, 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 Deale r: 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 ~~safe ty~~safety of their capital as well as the probable income to be ~~derive d~~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~~to increase 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.~~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.

Uniform Net Capital Rule: Securities and Exchange Commission requirement that member firms as well as ~~nonmember~~non-member 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 returns 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.

Eligible Broker/Dealer List

September 23, 2025

BROKERS:

Financial Northeastern Companies

Multi-Bank Securities, Inc.

STAFF REPORT

MEETING DATE: September 23, 2025

TITLE:
Consider action to approve Resolution No. R-2025-164 of the City Council of the City of Bastrop, Texas approving a service agreement with Meeder Public Funds, Inc, of Austin, in the amount not to exceed $50,000.00, to provide investment advisor services and to approve their list of qualified brokers.

AGENDA ITEM SUBMITTED BY:
Judy Sandroussi, Finance Director

BACKGROUND/HISTORY:

Meeder Public Funds, Inc. is an SEC registered investment advisory firm which has provided independent and objective portfolio management advice and management since 1974. With over five decades of experience, they have successfully navigated market cycles for their clients and been through nearly every type of market environment. Thus, they understand how to help their clients anticipate what lies ahead for smart investing opportunities.

Currently, Meeder Public Funds, Inc. has over $150B assets under advisement. The City of Bastrop does not have the resources to view current market activity. Meeder Public Funds, Inc. has access to the Bloomberg financial system that provides them with access to market availability and yield for investments. Because of the knowledge they have about the market activity, they are able to negotiate for the best prices of a security.

FISCAL IMPACT:
Not to exceed $50,000.00

RECOMMENDATION:
Judy Sandroussi, Finance Director, recommends approval of Resolution No. R-2023-164 of the City Council of the City of Bastrop, Texas approving the contract with Meeder Public Funds, Inc. and to approve their list of qualified brokers.

ATTACHMENTS:
- Exhibit A - Meeder Public Funds, Inc. Investment Management Agreement
- Exhibit B – Meeder Public Funds, Inc. List of Brokers
- Resolution 2025-164

MEEDER

Investment Management Agreement

Meeder Public Funds

This Investment Management Agreement ("Agreement") is effective as of the date executed by and between Meeder Public Funds, Inc. ("Meeder"), its applicable affiliates, and the undersigned account owner ("Client").

1. **Investment Management Services**. Under this Agreement, Meeder provides **discretionary** investment management services for public entity clients in accordance with the terms of the applicable state investment code and investment policy.

2. **Appointment**. Client appoints Meeder as discretionary investment manager to manage the assets deposited in any account subject to the terms of this Agreement ("Account"). Meeder accepts the appointment as investment manager and shall invest, reinvest and manage the securities, cash and other assets of the Account as directed by Client and in accordance with the written investment objectives and any specific investment restrictions or limitations of the Client. Meeder shall provide advice only with respect to assets in the Account and shall have no responsibility for the actions or non-actions of predecessor investment advisors or for the management of assets other than the assets allocated to the Account.

3. **Trading Authorization**. Client grants Meeder discretionary trading authority and appoints Meeder as agent and attorney-in-fact with respect to investments in the Account. Meeder may direct the purchase, sale, exchange, conversion, delivery or other acquisition or disposition of securities and other investments in the Account and act on behalf of Client in all other matters incidental to the handling of Account investments, all without prior consultation with Client.

4. **Custody**. Meeder will not assume physical custody of the Account or any portion of it. Client shall establish a custodial account with a qualified custodian ("Custodian"). Client will receive from the Custodian account statements and confirmations identifying assets and transactions in the Account. All transactions will be consummated by payment to, or delivery by, the Custodian of all cash, securities and other assets due to or from the Account. The Custodian shall be responsible for investing any daily cash balances in the Account and Meeder will not exercise discretion to select sweep vehicles for the Account.

5. **Investment Objectives and Restrictions**. Client may provide Meeder with an Investment Policy Statement or other written directions setting forth the investment objectives and any specific investment restrictions or limitations which govern the Account. Meeder shall be entitled to rely on such guidelines, objectives and restrictions relating to the Account as it may receive from Client. It is Client's responsibility to inform Meeder in writing of any modifications to these directions, which shall be given ten days in advance of any such change.

6. **Brokerage**. Unless otherwise directed, Meeder will place trades for the Account through such brokers or dealers as it may select. When selecting brokers, Meeder's primary consideration will be the broker's ability to provide best execution of trades and Meeder may consider the quality and reliability of the brokerage services, trade price and commission, as well as research and other services provided by the broker-dealers.

7. **Trade Aggregation**. Meeder may aggregate trades for multiple clients when, in the adviser's judgment, aggregation is in the best interests of the clients involved. Orders are aggregated to facilitate best execution and each client participating in the aggregated transaction receives the same price and participation in such trade on a pro-rata basis. Where it is not possible to obtain the same execution price for all securities purchased or sold on an aggregated basis, Meeder will follow its trade allocation policy, which is designed to ensure that securities allocations are made in a fair and equitable manner.

8. **Fees.** For the services provided in accordance with this Agreement, Client will pay an investment advisory fee as indicated on Schedule A to this Agreement. Investment advisory fees do not include custody fees charged

by Client's selected Custodian. Where Client has elected to have fees deducted, Client authorizes the Custodian to deduct fees from the Account and pay them to Meeder.

9. **Promoter Arrangements**. Meeder accepts Clients referred through unaffiliated third parties ("Promoters") and may pay cash compensation for the endorsement of Meeder's services, which provides the Promoter with an incentive to refer clients. Clients will not incur additional fees for being referred to Meeder by a Promoter. Clients that engage Meeder as their investment adviser following a referral by a Promoter will receive a written disclosure statement describing the nature and terms of the arrangement, including the amount payable to the Promoter.

10. **Local Government Investment Pools**. Where appropriate, Meeder may recommend the use of a Local Government Investment Pool ("LGIP") in which Meeder or one of its affiliates earn advisory and/or administration fees. Assets placed in an LGIP are not included among eligible assets when calculating the investment advisory fee. Because Meeder or its affiliates receive fees in connection with programs we sponsor or recommend, use of these programs presents a conflict of interest. By investing in an LGIP, Client specifically consents to the conflicts presented by such investment and payment of fees.

11. **Custodial Sweep Vehicles**. Where available, Meeder may recommend the use of the Meeder Government Money Market Fund as a vehicle to sweep cash held in the custodial account for investment. Because Meeder's affiliates earn advisory, transfer agency and administration fees for management of the Meeder Government Money Market Fund, recommendation of the fund as a sweep vehicle presents a conflict of interest. Meeder charges investment advisory fees on the total market value of assets held in the custodial account, including sweep vehicles. By selecting the Meeder Government Money Market Fund, Client specifically consents to the conflicts presented by such investment and payment of fees.

12. **Third-Party Payments.** Meeder or its affiliates receive compensation from unaffiliated third parties for endorsing or recommending certain financial products to its clients. This arrangement presents a conflict of interest because it provides Meeder with an incentive to solicit and secure participation in the program. Asset-based advisory fees are not charged for assets invested in products that pay indirect compensation to Meeder.

13. **Proxy Voting.** Meeder does not accept or assume authority to vote proxies for its public fund clients. Clients will receive their proxies or other solicitations directly from their Custodian. Client agrees that Meeder will not advise or act for Client in any legal proceedings, including bankruptcies or class actions, involving securities held or previously held by the Account or the issuers of such securities.

14. **Electronic Delivery**. Client consents to electronic delivery of all documents from Meeder, including but not limited to a copy of the executed Agreement, statements, confirmations, Meeder's Form ADV Part 2 and amendments thereto, and other general communications delivered to Client's electronic mail address of record. Delivery of communications to Clients in this fashion will be deemed effective unless Meeder is notified otherwise. Client is responsible for maintaining an accurate and up to date email address and to ensure that Client at all times has the ability to receive communications directed in this manner.

15. **Confidentiality**. All information and advice furnished by either party to the other, including their respective agents and employees, shall be treated as confidential and shall not be disclosed to third parties except as otherwise required by law or as agreed to in writing by Client. Notwithstanding the foregoing, Client consents to the use of Client's name in sales and marketing material used by Meeder or its affiliates solely for the purpose of identifying the Client as an investment advisory client.

16. **Services to Other Clients**. Client understands that Meeder serves as investment adviser for other clients and will continue to do so. Client also understands that Meeder, its personnel and affiliates ("Affiliated Persons") may give advice or take action in performing their duties to other clients, or for their own accounts, that differ from advice given to or action taken for Client. Meeder is not obligated to buy, sell or recommend for Client any security or other investment that Meeder or its Affiliated Persons may recommend for any other client or their own accounts.

17. **Meeder's Representations**. Meeder represents that it is a registered investment adviser under the Investment Advisers Act of 1940.

18. **Client's Representations**. Client represents and acknowledges that: (i) Client is the sole owner of the Account assets and has full power and authority to enter into this Agreement and to commit the assets to Meeder's management and supervision; (ii) that the person signing this Agreement on behalf of Client is authorized and empowered to establish accounts and commit the assets to Meeder's management and supervision on the entity's behalf; (iii) Client has received Meeder's current Form ADV, Part 2A and B; and (iv) Client has received a copy of Meeder's Privacy Policy.

19. **Term**. This Agreement may be terminated by either party for any or no reason upon delivery by first class U.S. mail, postage prepaid, or delivery by hand, of a written "Notice of Termination" to the other party at least thirty (30) days prior to the date of the intended early termination of this Agreement. Termination of this Agreement will not affect the status, obligations or liabilities of the parties to this Agreement that arose prior to such termination.

20. **Limitation of Liability**. Except for negligence, malfeasance or violation of applicable law, neither Meeder nor its officers, directors or employees shall be liable to Client for any action performed, or omitted to be performed, or for any errors of judgment in managing the Account. Nor shall Meeder be liable to Client for any act or failure to act by any other third party. The federal securities laws impose liabilities under certain circumstances on persons even when they act in good faith and nothing in this Agreement shall in any way constitute a waiver or limitation of any rights that Client may have under any federal or state securities laws.

21. **Assignment**. This Agreement may not be assigned by either party without the consent of the other party. Meeder will provide Client at least thirty (30) days prior written notice of any proposed assignment, and Client's consent will be presumed unless Client notifies Meeder otherwise in writing prior to the date of the assignment indicated on the notice.

22. **Amendment**. This Agreement may be amended by Meeder with thirty (30) days prior written notice to Client and may be amended immediately upon notice to the extent reasonably required to satisfy federal or state regulatory requirements.

23. **Governing Law**. This Agreement will be governed by and construed in accordance with the laws of the State of Texas without giving effect to any conflict or choice of law provisions of that State.

24. **Severability**. If any provision of this Agreement is or should become inconsistent with any law or rule of any governmental or regulatory body having jurisdiction over the subject matter of this Agreement, the provision will be deemed to be rescinded or modified in accordance with any such law or rule. In all other respects, this Agreement will continue and remain in full force and effect.

25. **Affiliates**. To the extent necessary to carry out the terms of this Agreement, any named affiliate of Meeder shall be deemed to be a party to the Agreement for that purpose.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly authorized officers or agents to become effective as of the day and year first written below.

MEEDER PUBLIC FUNDS, Inc.

BY	BY
TITLE	TITLE
SIGNATURE	SIGNATURE
DATE	DATE

MEEDER

Meeder Public Funds

Schedule of Fees

This schedule sets forth the standard annual investment advisory fee applicable to the Account under this Agreement. The schedule is tiered and each tier of assets under management will be assessed at the rate set forth in the schedule.

Operating Funds	
Assets Under Management	**Annual Advisory Fee**
Up to $25,000,000	0.10%
$25,000,000 - $50,000,000	0.08%
$50,000,000 - $100,000,000	0.06%
Over $100,000,000	0.04%

Investment advisory fees are subject to a minimum fee of $15,000 per year, inclusive of any discounts and credits, prorated based on the billing cycle, and payable for each billing period in which assets do not meet the stated minimum. Fees are calculated and billed monthly in arrears based on the value of the securities, cash and other assets in the account at the end of the billing period. Unless otherwise agreed, fees are deducted directly from the Account. For clients that utilize Meeder's Preferred Custodian, fees may be credited an amount equal to the custodial fee up to a maximum annual credit of 0.01% and subject to the applicable minimum fee.

Approved Broker/Dealer List
6/30/2025

MEEDER PUBLIC FUNDS

Broker/Dealer	Broker/Dealer
Academy Securities[2]	Loop Capital Markets[2]
Alamo Capital[2]	MarketAxess Corporation
Arbor Research & Trading, LLC	Mizuho Securities[1]
Bank of America/Merrill Lynch[1]	Moreton Capital Markets
Barclays Capital Inc.[1]	Morgan Stanley[1]
Blaylock Van, LLC[2]	Multi-Bank Securities[2]
BMO Capital Markets[1]	Oppenheimer
BNY Capital Markets	Piper Sandler & Co
BOK Financial	PNC Capital Markets LLC
Brean Capital	Raymond James
Cantor Fitzgerald & Co.[1]	RBC Securities[1]
CastleOak Securities[2]	Rice Financial
Citigroup Global Markets Inc[1]	Robert W. Baird
D.A. Davidson	Santander US Capital Markets[1]
Daiwa Capital Markets[1]	Siebert Williams Shank[2]
FHN Financial	Stephens Inc
Goldman Sachs & Co.[1]	Stifel Nicolaus
Great Pacific[2]	StoneX Group Inc.
Hilltop Securities	TD Securities[1]
Huntington Bank	Truist Securities Inc.
InspereX (formerly InCapital)	UBS Financial[1]
Jane Street	UMB Financial Services
Jefferies[1]	U.S. Bancorp Investments
JPMorgan Securities[1]	Wells Fargo[1]
Keybanc Capital Markets	

Note: Direct issuers of CP and CDs are considered to be approved counterparties if approved as an issuer.

1 Primary Government Securities Dealer
2 Minority, Woman owned, or Service Disabled-Veteran owned Enterprise

Important Disclosures

This list is current as of the effective date only and is subject to change without notice. This list is for informational purposes only, and may not be relied upon for any other purpose. The list does not imply counterparty approval for derivatives of any type. This information is confidential and may not be distributed without prior written consent of Meeder Public Funds, Inc.

RESOLUTION NO. 2025-164

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS AWARDING A CONTRACT FOR INVESTMENT ADVISOR SERVICES TO MEEDER PUBLIC FUNDS, INC., OF AUSTIN IN THE AMOUNT NOT TO EXCEED FIFTY THOUSAND DOLLARS AND NO/100 ($50,000.00); APPROVING THE LIST OF QUALIFIED BROKERS ATTACHED AS EXHIBIT B; AUTHORIZING THE CITY MANAGER TO EXECUTE ALL NECESSARY DOCUMENTS; PROVIDING FOR A REPEALING CLAUSE; 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 investing entity shall review, revise and adopt its list of qualified brokers at least annually.

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 Council understands the importance of focusing on investing City funds for the City of Bastrop.

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

Section 1. That the City Manager is hereby authorized to execute a contract for investment advisory services in the amount of Fifty Thousand Dollars and 00/100 ($50,000.00), which is attached as Exhibit A.

DULY RESOLVED & ADOPTED by the City Council of the City of Bastrop, Texas, on this, the 23rd day of September 2025.

ADOPTED:

By:_____

Ishmael Harris, Mayor

ATTEST:

By:_____

Michael Muscarello, City Secretary

STAFF REPORT

MEETING DATE: September 23, 2025

TITLE:
Consider action to approve Resolution No. R-2025-165 of the City Council of the City of Bastrop, Texas approving the City of Bastrop to be a Participant in Texas Connect investment pool.

AGENDA ITEM SUBMITTED BY:
Judy Sandroussi, Finance Director

BACKGROUND/HISTORY:

Texas Connect is an investment pool administered and managed exclusively for Texas government entities. Authorized Participants include any Texas:

- Municipality, county, school district or authority created under applicable state law
- Fresh water supply district
- Hospital district
- Political subdivision, authority, public corporation, body politic, or instrumentality of the State of Texas
- Non-profit corporation acting on behalf of any of the above-referenced entities

The purpose of Texas Connect is to offer Participants with a pooled investment option that prioritizes preservation of principal, liquidity, and yield. Texas Connect is similar in concept to a registered investment company issuing redeemable securities, commonly known as a “money market mutual fund.” Texas Connect intends to invest Participant assets in accordance with the Investment Policy and Texas law. The only source of payment to Participants are the assets of Texas Connect.

Texas Connect is designed to fit within this holistic approach to investing. Texas Connect aims to not only meet participants’ needs for cash reserves and short-term investments, but also to serve as a complement to participants’ other investment allocations.

Texas Connect can also assist participants with required PFIA training and education requirements. Courses on varying investment-related topics will be offered to participants to promote a better understanding of the public fund’s investment universe. The online Education Center will allow participants to access on-demand video content, track completed sessions and notify them when credits are expiring.

FISCAL IMPACT:
Fees are treated the same as the other pools. The City of Bastrop would receive the net yield, thus there would be no direct fees.

RECOMMENDATION:
Judy Sandroussi, Finance Director, recommends approval of Resolution No. R-2023-165 of the City Council of the City of Bastrop, Texas approving the City of Bastrop to be a Participant in Texas Connect investment pool.

ATTACHMENTS:

- Exhibit A – Texas Connect Information Statement
- Resolution 2025-165

RESOLUTION NO. 2025-165

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS AUTHORIZING PARTICIPATION IN TEXAS CONNECT; AUTHORIZING THE CITY MANAGER TO EXECUTE ALL NECESSARY DOCUMENTS; PROVIDING FOR A REPEALING CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City of Bastrop recognizes the importance of prudent investment management of public funds to ensure safety, liquidity, and yield in accordance with applicable laws and its adopted investment policy; and

WHEREAS, the City of Bastrop has determined that engaging professional investment advisory services will enhance the management of its investment portfolio and provide expert guidance in compliance, strategy, and reporting; and

WHEREAS, the City of Bastrop has conducted a thorough review and evaluation of qualified investment advisory firms and has selected Meeder Public Funds, Inc. based on its qualifications, experience, and proposed scope of services; and

WHEREAS, the selected firm will provide discretionary investment advisory services in accordance with the terms outlined in the Investment Advisory Agreement and the entity's Investment Policy;

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

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

Section 1. Authorization

That the City Manager is hereby authorized to enroll the City of Bastrop and become a Participant in the Texas Connect investment pool and is hereby authorized to execute an agreement with Meeder Public Funds, Inc. for investment advisory services, subject to legal review and approval.

Section 2. Scope of Services

The advisory firm shall provide services including, but not limited to, portfolio analysis, investment recommendations, performance reporting, and compliance monitoring, in accordance with the entity's investment policy and applicable laws.

Section 3. Delegation of Authority

The following are authorized to act on behalf of the City of Bastrop in matters related to the investment advisory agreement:

Chief Financial Officer (also known as Finance Director)

Assistant Finance Director

Section 4. Effective Date

This resolution shall take effect immediately upon its adoption

DULY RESOLVED & ADOPTED by the City Council of the City of Bastrop, Texas, on this, the 23rd day of September 2025.

ADOPTED:

By:_____

Ishmael Harris, Mayor

ATTEST:

By:_____

Michael Muscarello, City Secretary

TEXAS CONNECT
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Texas Connect Information Statement









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Overview of Texas Connect

Texas Connect℠ is an investment pool administered and managed exclusively for Texas government entities.

The Connect Investment Trust (the "Trust") established Texas Connect (also referred to as the "Pool") under the Public Funds Investment Act of the Texas Government Code, Chapter 2256 (the "Act").

Authorized Participants ("Participants") include any Texas:

- Municipality, county, school district or authority created under applicable state law
- Fresh water supply district
- Hospital district
- Political subdivision, authority, public corporation, body politic, or instrumentality of the State of Texas
- Non-profit corporation acting on behalf of any of the above-referenced entities

The Trust is supervised by a Board of Trustees (the "Board"). The Board has entered into contracts and agreements on behalf of the Trust to effectuate the terms of the Trust Agreement. The Board has also adopted an Investment Policy to govern the management of the assets of the Pool (the "Investment Policy").





The purpose of Texas Connect is to offer Participants with a pooled investment option that prioritizes preservation of principal, liquidity, and yield. Texas Connect is similar in concept to a registered investment company issuing redeemable securities, commonly known as a "money market mutual fund."

Texas Connect intends to invest Participant assets in accordance with the Investment Policy and Texas law. The only source of payment to Participants are the assets of Texas Connect.

This Information Statement contains a summary of the Trust Agreement, the Texas Connect Investment Policy, and other relevant information.

Copies of the Trust Agreement and the Investment Policy are available at www.texas-connect.com.

The purpose of Texas Connect is to offer Participants with a pooled investment option that prioritizes preservation of principal, liquidity, and yield.

Service Providers and Advisory Board

The Trust has hired experienced investment professionals to manage Texas Connect.

SERVICE PROVIDERS

- **Mutual Funds Service Company d/b/a Public Funds Administrators (the "Program Administrator")**
  An SEC-registered transfer agent is the Program Administrator of Texas Connect. The Program Administrator is responsible for the daily valuation of the Pool, maintaining Participants' account records, producing account statements for Participants, allocating net investment income, processing purchase and redemption requests, participant services, and other fund administration functions. The Program Administrator also maintains the financial records of the Pool, including paying the Pool's expenses and reconciling the Pool's records with those of the Custodian (defined below). The Program Administrator may also engage in marketing activities to promote participation of the Pool.
- **Meeder Public Funds, Inc. (the "Adviser")**
  An SEC-registered investment adviser is the investment adviser of Texas Connect. The Investment Adviser is responsible for the direct management of the assets of Texas Connect, including making investment decisions, subject to Texas Connect's Investment Policy, and executing orders to buy and sell securities on behalf of the Pool. The Investment Adviser is also responsible for performing credit analysis and monitoring investment compliance. The Investment Adviser is responsible for selecting the broker-dealers that execute transactions on behalf of the Pool.
- **U.S. Bank National Association (the "Custodian")**
  The Custodian is, among other things, responsible for the receipt and safekeeping of all cash, securities, or other assets comprising the cooperatively invested assets. Such assets are held for the benefit of the Pool in the name of the Custodian or its nominee. The Custodian also collects the income from investments and allocates it in accordance with the instructions from the Program Administrator. The Custodian is required to hold the investments of the Pool separate and apart from other property of the Custodian and assure that such property is never deemed an asset or liability of the Custodian.
- **Cohen & Co. (the "Auditor")**
  The auditor provides an opinion on the financial statements of the Pool of the Trust in accordance with generally accepted accounting principles.
- **FinTech Law, LLC ("Legal Counsel")**
  Legal Counsel provides general legal services to the Trust.

ADVISORY BOARD

The Trust has appointed an Advisory Board to provide advice to the Board and to the Investment Adviser with respect to the Investment Policy, strategy, and such other matters as requested.

The Advisory Board is composed of Participants and qualified non-participants that do not have a business relationship with the Trust or Pool.

The members of the Advisory Board are available at www.texas-connect.com.











Investment Objectives and Authorized Investments

The investment objectives of Texas Connect are preservation and safety of principal, maintenance of liquidity, and provision of current income.

Texas Connect seeks to achieve these objectives by solely investing in instruments authorized by the Act and permitted by the Investment Policy ("Authorized Investments").

Authorized Investments include:

- U.S. treasury bills, notes, and bonds
- U.S. government agency obligations
- State and local government obligations
- Certificates of deposit
- Money market mutual funds
- Repurchase agreements
- Commercial paper



The maximum maturity for any individual security in Texas Connect is limited to 397 days (other than for floating or variable rate government obligations of the United States, its agencies, or instrumentalities).

No guarantees or assurances can be given that the Pool will achieve its investment objectives. To the extent a Texas local government's investment policy is more restrictive than the Act, Texas Connect's investments may not comply with such restrictions. It is the sole responsibility of the Participants to determine whether Texas Connect is a compliant investment under their investment policies.

S&P RATING OF TEXAS CONNECT

Standard & Poor's Ratings Services ("S&P") has assigned its highest principal stability rating, AAAm to Texas Connect. By obtaining an AAAm rating, Texas Connect is considered to have a superior capacity to maintain principal stability ($1.00 per share value) and limit exposure to principal losses due to credit risk. The rating is based on an analysis of the pool's management, investment guidelines, portfolio holdings and market price exposure.

A copy of this report is available at www.texas-connect.com.

TEXAS CONNECT PERFORMANCE HISTORY

Texas Connect's performance history, including yield and weighted average maturity, is provided on the Texas Connect website, www.texas-connect.com, under the "Performance" link.

Texas Connect's assets fluctuate on a daily basis. The current assets of Texas Connect are available upon request by calling 866.877.2368.

UNDERSTANDING THE INVESTMENT RISKS OF TEXAS CONNECT

An investment in Texas Connect is not insured nor guaranteed by the FDIC or guaranteed by any other federal or state agency. Participants could lose money by investing in Texas Connect.

Participants should specifically consider, among other things, the following risks before deciding to invest in the Pool. The following summary does not purport to be comprehensive or definitive regarding all risk factors.

- **Interest Rate Risk.** There is interest rate risk associated with investing in Texas Connect. Interest rate risk is the risk that when interest rates rise, the prices of debt securities fall. Interest rate changes have a greater effect on the price of debt securities with longer maturities. However, market factors, such as demand for particular debt securities, may cause the price of certain securities to fall while the price of other securities rise or remain unchanged. Interest rate changes have a greater effect on the price of debt securities with longer maturities.
- **Credit Risk.** There is credit risk associated with investing in Texas Connect. Credit risk is the risk that an issuer of a debt security fails to repay interest or principal in a timely manner. All debt securities in which the Pool invests are subject to the risk that the issuer of the debt security may not make principal or interest payments as they become due, or may default entirely on its obligations. The value and liquidity of an issuer's debt securities will typically decline if the market perceives a deterioration in the creditworthiness of that issuer. If an issuer defaults, the Pool will lose money.
- **Liquidity Risk.** Liquidity risk is the risk that an investment cannot be sold in a timely manner or at or near its fair value in order meet Participant redemptions.
- **Reinvestment Risk.** Reinvestment risk is the risk that interest rates decline and the reinvestment of interest or principal payments occur at lower yields.
- **Stable Net Value Risks.** As discussed below, Texas Connect will seek to stabilize the net asset value of the Pool at $1.00 per share. This cannot, however, be guaranteed.

NET ASSET VALUE & VALUATION PROCEDURES

The net asset value ("NAV") of Texas Connect is determined at fund close on each day that the Pool is open for business. The NAV per share is computed by taking the total value of the assets of Texas Connect, subtracting its liabilities, and dividing that number by the shares outstanding.

It is the objective of Texas Connect to stabilize the NAV per share at $1.00 for the purpose of sales and redemptions of shares, but this cannot be guaranteed. The Pool is managed to maintain a weighted average maturity to reset ("WAM(R)") of 60 days or less and a weighted average maturity to final ("WAM(F)") of 90 days or less, to enhance liquidity and to limit market price exposure to volatile interest rate movements in the market. The Investment Adviser will manage Texas Connect in accordance with the General Accounting Standard Board's Statement Number 79 requirements for measuring its investments at amortized cost.

Amortized Cost Valuation Method. Under normal circumstances, the pricing of Pool securities will be determined by using the amortized cost valuation method, which in most cases approximates the market value of the securities. This involves initially valuing a security at its acquisition cost and thereafter assuming a constant amortization to maturity of premium or constant accretion to maturity of discount, regardless of the impact of fluctuating interest rates or other market factors on the market value of the investment.

By declaring these amortizations and accruals (less accruals of expenses) in a daily dividend, the value of Texas Connect's assets and the NAV per share will generally remain constant. The expenses to be accrued are detailed in the "Fees and Expenses" section below. Although this method provides certainty in valuation, it may result in periods during which the value of the Pool's investments, as determined by amortized cost, is higher or lower than the price Texas Connect would receive if its investments were sold.

All Pool securities will be marked to market daily by using valuations from a credible pricing service as determined by the Program Administrator. If, upon daily calculation, the Program Administrator finds that the deviation between the amortized cost valuation and marked to market valuation exceeds $0.005, the Program Administrator will promptly notify the Board. The Board will direct the Investment Adviser to take such action, if any, it determines necessary to eliminate or reduce to the extent reasonably practicable any dilution or unfair result to existing Participants and bring the deviation back within the threshold. These actions could include selling portfolio securities prior to maturity.

FEES AND EXPENSES

Participants are charged an all-inclusive Program Administrator fee. The Program Administrator fee is outlined in the Trust Agreement. The fee accrues daily and is deducted from the daily earnings accrual prior to distribution to Participants. The fee is paid monthly and may be waived or abated any time in the sole discretion of the Program Administrator, except that any contractual waiver will require approval by the Board.

The Program Administrator fee covers the costs and expenses of Texas Connect including, but not limited to:

- ★ Program administrator fees
- ★ Investment adviser fees
- ★ Banking charges, including outgoing wire fees
- ★ Custodian fees
- ★ Rating agency costs
- ★ Valuation of the Pool's assets
- ★ Auditor expenses
- ★ Legal expenses
- ★ Participant service functions
- ★ Sales and marketing services
- ★ Website maintenance
- ★ Board of Trustee meeting charges

The Program administrator fee may not cover extraordinary fees incurred by the Trust. All Texas Connect quoted yields are net of fees. There are no hidden costs or additional reductions to Participants' accounts.

Investing in Texas Connect

To initiate participation in Texas Connect, Participants must adopt a resolution authorizing investment in Texas Connect and complete an Application and Participant Certification, which must be signed by an Certifying Officer of the Participant. A Certifying Officer is someone in a supervisory or board governance position at the Participant, with the ability to authorize the investment applied for pursuant to the Application Form. Pursuant to the Application and Participation Certification, the Participant agrees to become subject to the same obligations and to have the same rights as if it had executed the Trust Agreement.

Each applicant must also complete an Authorized Signers Certification Form. Authorized Signers receive direct account access to effectuate investment transactions and other requests for the Participant. Participants are required to have at least two authorized signers.

Applicants must also complete the Bank Account Registration Form to open a Texas Connect account. Bank Account Registration Form is set forth below.

INITIAL INVESTMENTS

There is no minimum amount required to establish an account. Account numbers can be obtained by Participants prior to investing any monies by calling 866.877.2368. Additional information about the Initial investments of monies into Texas Connect may be made in two ways:

- **Wire Transfer**
  After your account is established, you may request wire instructions to initiate a wire transaction at your bank to be deposited into Texas Connect. All wire transfer funds received at the Custodian before the Pool close at 2:00 PM CT will be applied to the indicated Texas Connect account the same business day and the Participant will be entitled to the net investment income earned for that day. It is the responsibility of the Participant to ensure wires are sent to Texas Connect with sufficient time and in good order to be processed before the Pool closes at 2:00 PM CT. Any wire transfer received after 2:00 PM CT will be deposited into the Participant's account the following business day.
- **ACH Transfer**
  After your account is established, you may request ACH instructions to initiate a transaction at your bank to be deposited into Texas Connect. Additionally, provided the ACH banking instructions have been added to your account, an ACH transaction may be initiated by Texas Connect by calling 866.877.2368.

TRANSACTION SUBMISSIONS

Participants may provide purchase, redemption, and transfer request instructions to Texas Connect in two ways:

- **Telephonically**
  You may call 866.877.2368. Be prepared to give your account number, bank information, and unique security code.
- **Via Online Portal**
  Please call 866.877.2368 to request online trading authorization.

Forward-dated transactions may be submitted via the online portal up to 90 days in advance.

PURCHASES

Funds received in good order at the Custodian before 2:00 PM CT will be applied to the indicated Texas Connect account the same business day and the Participant is entitled to the dividend for that day. Any funds received after 2:00 PM CT will be deposited into the Participant's account the following business day. It is the responsibility of the Participant to ensure wires are sent with sufficient time to be received prior to the Pool's close.

Purchases initiated through the Texas Connect online portal may be processed via ACH. If you will be initiating ACH purchases via the Texas Connect online account, please consult your bank or update your ACH fraud prevention service to allow Texas Connect to conduct ACH transactions out of your account. If these preferences are not changed, the ACH transactions will be declined by your bank, resulting in the transaction being voided.

ACH transfers may take up to three business days to settle depending on the processing times at the bank. A four-day hold is placed on all ACH purchases. Such purchases will be posted to the Participant account and will begin to earn income on the day the ACH funds settle into the Texas Connect account. Funds will be available to redeem after the hold is released.

REDEMPTIONS

Redemptions initiated on the Texas Connect online account may be transacted via ACH or wire to a bank account on file. Redemptions may only be made on business days that Texas Connect is open. A request for redemption will be rejected if the amounts to be withdrawn exceed the available balance in the account. ACH redemptions may take up to three business days to settle at the receiving bank. Dividends for the day of the redemption will not be paid on that particular trade.

If a Participant wishes to close an account, it should request "redemption to close." A complete redemption may be accomplished by wire or ACH through the procedures described above. The Participant's final monthly statement will indicate the amount of the complete redemption attributable to principal and the amount paid as dividends.

BANK ACCOUNT REGISTRATION CHANGES

Requests to add or modify existing financial institution or account designations for wire or ACH transfers may only be made by sending a properly executed Bank Account Registration Form via email to info@texas-connect.com. Bank account registration change requests must be signed by two Authorized Signers. The Program Administrator will perform a verbal call-back verification with an Authorized Signer on file to confirm the bank account registration changes.

After the completion of the call-back procedure, there will be a one-business day hold on executing any wire or ACH transaction requests to a newly added or changed bank account.

CHANGING AUTHORIZED SIGNERS

Requests to change Authorized Signers may only be made by written instruction from an Authorized Signer by sending an updated Authorized Signers Certification Form via email to info@texas-connect.com. The Authorized Signers Certification Form requires a notarized signature of a Certifying Officer at the Participant. The updated form will replace any prior forms received and access will be removed for anyone not included on the updated form. Requests to change Online Access may be made telephonically with the provision of the unique authorization code.

REPORTS

The Program Administrator will provide Participants with a monthly electronic statement within the first three business days of the succeeding month. The monthly statement will include a detailed listing of the balance in the Participant's accounts as of the statement date and all account activity, including deposits and withdrawals. Additionally, copies of the Participant's reports will be maintained for a minimum of three prior fiscal years.

Contacting Texas Connect

For information on Texas Connect, to initiate a transaction, to request forms, to inquire about current account status, or to contact the Program Administrator, please use the contact information below.

MAIL

Texas Connect
6125 Memorial Drive
Dublin, OH 43017

EMAIL

info@texas-connect.com

PHONE

866.877.2368

NORMAL BUSINESS HOURS

Monday through Friday
8:00 AM to 4:00 PM CT

On dates when the bond market closes early, the cutoff for Texas Connect transactions will be 11:00 AM CT.









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STAFF REPORT

MEETING DATE: September 23, 2025

TITLE:
Consider and act with respect to a resolution delaying action on an ordinance authorizing the City of Bastrop, Texas Combination Tax and Revenue Certificates of Obligation in an amount not to exceed $20M; and other matters related thereto.

AGENDA ITEM SUBMITTED BY:
Judy Sandroussi, Finance Director

BACKGROUND/HISTORY:
On June 24, 2025, City Council passed resolution 2025-109 authorizing the publication of a notice of intent (the "Notice Resolution") to issue City of Bastrop, Texas Combination Tax and Limited Revenue Certificates of Obligation in a maximum amount of $20M. The Notice Resolution stated that the City Council tentatively proposed to authorize the issuance of the Certificates and hold a public hearing on the Certificates at the regular meeting of the City Council to commence at 6:30 p.m. on August 26, 2025.

On August 26, 2025, the City found it necessary to delay action on the ordinance authorizing the issuance of the Certificates until a regular meeting of the City Council to commence at 6:30 p.m. on September 23, 2025.

As of today, the City finds it necessary to delay action on the ordinance authorizing the issuance of the Certificates until a regular meeting of the City Council to commence at 6:30 p.m. on October 21, 2025.

The delay is attributable to completing the FY2024 audit of the City of Bastrop's financial statements. The final audit is needed for the bond issuance. The City of Bastrop's external auditors are thoroughly reviewing the financial status of the City of Bastrop and is estimating the FY2024 audit to be completed by the end of September 2025.

The bond issuance is primarily for the historic Bastrop Old Iron Bridge which was closed to the public in 2018 due to safety concerns. A majority of the $20M issuance of the Certificate of Obligations will be used towards rehabilitating the bridge to include but is not limited to: (1) Adding a concrete deck (2) Adding steel truss components (3) Installing railing (4) Installing decorative lights. The Old Iron Bridge rehabilitation is estimated to cost $10,142,178.75 for construction (including contingency) plus $60,480 for inspections. The remaining bond proceeds will be used to fund park and quality of life items.

This bond issuance delay has not deferred starting the Old Iron Bridge project. Work on the bridge began August 11, 2025. The City has identified other funding sources that are currently being used for this purpose – this is a breakout of these other funds:

Certificates of Obligation Series 2018	$1,172,843
Certificates of Obligation Series 2023	$1,006,779
Total	$2,179,622

FISCAL IMPACT:
Combination Tax and Revenue Certificates of Obligation in an amount not to exceed $20M.

RECOMMENDATION:
Judy Sandroussi, Finance Director, recommends delaying action on an ordinance authorizing the City of Bastrop, Texas Combination Tax and Revenue Certificates of Obligation in an amount not to exceed $20,000,000; and other matters related thereto.

ATTACHMENTS:

- Resolution 2025-159
- Certificate for Resolution

RESOLUTION NO. R-2025-159

RESOLUTION DELAYING ACTION ON AN ORDINANCE AUTHORIZING CITY OF BASTROP, TEXAS COMBINATION TAX AND REVENUE CERTIFICATES OF OBLIGATION IN AN AMOUNT NOT TO EXCEED $20,000,000; AND OTHER MATTERS RELATED THERETO

THE STATE OF TEXAS '
COUNTY OF BASTROP '
CITY OF BASTROP '

WHEREAS, on June 24, 2025, the City Council of the City of Bastrop, Texas (the "City") passed a resolution authorizing the publication of a notice of intent (the "Notice Resolution") to issue City of Bastrop, Texas Combination Tax and Limited Revenue Certificates of Obligation in a maximum principal amount not to exceed $20,000,000 (the "Certificates"); and

WHEREAS, the Notice Resolution stated that the City Council tentatively proposed to authorize the issuance of the Certificates and to hold a public hearing on the Certificates at its regular meeting of the City Council to commence at 6:30 p.m. on August 26, 2025; and

WHEREAS, upon the advice of the City's staff, the City finds it necessary to delay action on the ordinance authorizing the issuance of the Certificates until a regular meeting of the City Council to commence at 6:30 p.m. on October 21, 2025.

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

Section 1. Delaying Action. The City hereby delays action on the ordinance authorizing the issuance of the Certificates and the public hearing on the Certificates until a regular meeting of the City Council to commence at 6:30 p.m. on October 21, 2025 at its regular meeting place in the City Hall, 1311 Chestnut Street, Bastrop, Texas.

Section 2. Other Matters. This Resolution shall become effective immediately upon adoption. The Mayor and City Secretary are hereby authorized and directed to execute the certificate to which this Resolution is attached on behalf of the City and to do any and all things proper and necessary to carry out the intent of this Resolution.

PASSED AND APPROVED this September 23, 2025.

City Secretary

Mayor

CERTIFICATE FOR RESOLUTION

THE STATE OF TEXAS '
COUNTY OF BASTROP '
CITY OF BASTROP '

We, the undersigned officers and members of the City Council of the City of Bastrop, Texas (the "City"), hereby certify as follows:

1. The City Council of the City convened in REGULAR MEETING ON THE 23RD DAY OF SEPTEMBER, 2025, at the regular meeting place thereof, and the roll was called of the duly constituted officers and members of said City Council, to-wit:

a. Ishmael Harris, Mayor
b. John Kirkland, Mayor Pro-Tem, Councilmember
c. Perry Lowe, Councilmember
d. Cynthia Meyer, Councilmember
e. Kevin Plunkett, Councilmember
f. Kerry Fossler, Councilmember

and all of the persons were present, except the following absentees: _____, thus constituting a quorum. Whereupon, among other business, the following was transacted at the Meeting: a written

RESOLUTION DELAYING ACTION ON AN ORDINANCE AUTHORIZING CITY OF BASTROP, TEXAS COMBINATION TAX AND REVENUE CERTIFICATES OF OBLIGATION IN AN AMOUNT NOT TO EXCEED $20,000,000; AND OTHER MATTERS RELATED THERETO

was duly introduced for the consideration of the City Council. It was then duly moved and seconded that the Resolution be passed on first reading; and, after due discussion, said motion carrying with it the passage of the Resolution, prevailed and carried by the following vote:

AYES: __

NOES: __

2. A true, full and correct copy of the Resolution passed at the Meeting described in the above and foregoing paragraphs is attached to and follows this Certificate; that the Resolution has been duly recorded in the City Council's minutes of the Meeting; that the above and foregoing paragraphs are a true, full and correct excerpt from the City Council's minutes of the Meeting pertaining to the passage of the Resolution; that the persons named in the above and foregoing paragraphs are the duly chosen, qualified and acting officers and members of the City Council as indicated therein; that each of the officers and members of the City Council was duly and

sufficiently notified officially and personally, in advance, of the time, place and purpose of the Meeting, and that the Resolution would be introduced and considered for passage at the Meeting,

and each of the officers and members consented, in advance, to the holding of the Meetings for such purpose, and that the Meeting was open to the public and public notice of the time, place and purpose of the meeting was given, all as required by Chapter 551, Texas Government Code.

3. The Mayor of the City has approved and hereby approves the Resolution; that the Mayor and the City Secretary of the City have duly signed the Resolution; and that the Mayor and the City Secretary of the City hereby declare that their signing of this Certificate shall constitute the signing of the attached and following copy of the Resolution for all purposes.

STAFF REPORT

MEETING DATE: September 23, 2025

TITLE:

Consider and act on Resolution no. 2025-166 accepting a donation from First National Bank in the amount of $3,490.00.

AGENDA ITEM SUBMITTED BY:

Submitted by: Tanya Cantrell, Human Resources Director

BACKGROUND/HISTORY:

On August 8, 2025, the City of Bastrop held an employee appreciation lunch. First National Bank stepped up to donate the cost of the lunch for staff.

This agenda item seeks to accept those funds to be used towards a future employee appreciation event.

FISCAL IMPACT:

Addition of $3,490.00 to the General Fund, Human Resources Department.

RECOMMENDATION:

Accept the donation.

ATTACHMENTS:

- None

RESOLUTION NO. 2025-166

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, ACCEPTING A DONATION FROM FIRST NATIONAL BANK IN THE AMOUNT OF $3,490.00 TO SUPPORT FUTURE EMPLOYEE APPRECIATION EVENTS; PROVIDING FOR IMPLEMENTATION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, on August 8, 2025, the City of Bastrop held an employee appreciation lunch to recognize the dedication and hard work of City staff; and

WHEREAS, First National Bank generously donated $3,490.00 to cover the cost of the event, demonstrating their support for City employees and their ongoing service to the community; and

WHEREAS, the City Council of the City of Bastrop wishes to formally accept this donation so that the funds may be used toward future employee appreciation activities.

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

The City Council hereby accepts the donation from First National Bank in the amount of $3,490.00 and directs that these funds be deposited into the General Fund, Human Resources Department, to be used for future employee appreciation events. City staff is authorized to take all necessary steps to implement this Resolution.

DULY RESOLVED AND ADOPTED by the City Council of the City of Bastrop this 23rd day of September 2025.

APPROVED:

_____
Ishmel Harris, Mayor

ATTEST:

_____
Michael Muscarello, City Secretary

APPROVED AS TO FORM:

_____
Denton Navarro Rocha Bernal & Zech, P.C.

STAFF REPORT

MEETING DATE: September 23, 2025

TITLE:

Consider and act on Resolution No. R-2025-115, to decommission the Bastrop Cultural Arts Commission and transition its functions to the Bastrop Cultural Arts Committee housed within the Discover Bastrop Department, and authorizing the City Manager to execute all necessary documents.

AGENDA ITEM SUBMITTED BY:

Submitted by: Michaela Joyce, Main Street Manager

BACKGROUND/HISTORY:

The City of Bastrop has long supported the arts as a vital component of the community's cultural identity, economic vitality, and tourism development. In 2021, the Bastrop Cultural Arts Commission was created to guide the implementation of the Cultural Arts Master Plan and provide advice to the City Council regarding arts initiatives.

With the establishment of the Discover Bastrop Department, which consolidates cultural arts, tourism, downtown development, and special events functions into one organizational structure, the City is restructuring how cultural arts programming is supported. To streamline operations and ensure greater alignment with Hotel Occupancy Tax (HOT) funded assets, staff recommends dissolving the Bastrop Cultural Arts Commission and transitioning its responsibilities to the newly established Bastrop Cultural Arts Committee housed within Discover Bastrop.

This transition will maintain support for arts and culture in Bastrop while improving efficiency, coordination, and accountability across related programs.

FISCAL IMPACT:

There is no direct fiscal impact associated with this action. Cultural Arts Committee functions will be supported within the existing Discover Bastrop departmental budget.

RECOMMENDATION:

Michaela Joyce, Discover Bastrop Director, recommends approval of Resolution No. R-2025-115, dissolving the Bastrop Cultural Arts Commission and transitioning its functions to the Bastrop Cultural Arts Committee housed within the Discover Bastrop Department.

ATTACHMENTS:

1. Resolution No. R-2025-115

RESOLUTION R-2025-115

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, DECOMMISSIONING THE BASTROP CULTURAL ARTS COMMISSION AND TRANSITIONING ITS FUNCTIONS TO THE BASTROP CULTURAL ARTS COMMITTEE HOUSED WITHIN THE DISCOVER BASTROP DEPARTMENT; PROVIDING FOR A SEVERABILITY AND REPEALING CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the arts unify communities, strengthen the economy, drive tourism, foster creativity and innovation, and are a vital component of Bastrop's authentic identity; and

WHEREAS, the City of Bastrop has historically supported the arts through the creation of boards and commissions, including the Cultural Arts Commission, to advise on implementation of the Cultural Arts Master Plan; and

WHEREAS, the City of Bastrop has now created the Discover Bastrop Department to centralize and strengthen tourism, cultural arts, downtown development, and special events functions under a single organizational structure; and

WHEREAS, transitioning the Cultural Arts Commission into the Bastrop Cultural Arts Committee under Discover Bastrop will streamline operations, strengthen collaboration with other Discover Bastrop assets, and ensure alignment with the Hotel Occupancy Tax Asset Advisory Board and related oversight;

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

Section 1: The City Council hereby decommissions the Bastrop Cultural Arts Commission as a City board.

Section 2: The City Council directs that the Cultural Arts functions, responsibilities, and priorities previously overseen by the Commission shall be continued by the Bastrop Cultural Arts Committee, housed under the Discover Bastrop Department.

Section 3: The City Manager is hereby authorized to execute all necessary documents to effectuate this Resolution.

Section 4: All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict, and this Resolution shall be controlling as to the matters resolved herein.

Section 5: This Resolution shall take effect immediately upon its passage.

DULY RESOLVED AND ADOPTED by the City Council of the City of Bastrop this 23rd day of September 2025.

APPROVED:

_____
Ishmel Harris, Mayor

ATTEST:

_____
Michael Muscarello, City Secretary

APPROVED AS TO FORM:

_____
Denton Navarro Rocha Bernal & Zech, P.C.

BASTROPTX
Heart of the Lost Pines / Est. 1832

STAFF REPORT

MEETING DATE: September 23rd, 2025

TITLE:

Consider action to approve Resolution No. R-2025-138 of the City Council of the City of Bastrop, Texas, that approves the City of Bastrop Police Department to apply for a grant from the Texas Department of Transportation (TXDOT) for Thirty-nine thousand, one hundred thirty-nine dollars and fifty-five cents ($39,139.55) allowing officers to educate, enforce and participate in on-going public engagement for a specified mobilization period (such as Christmas, New Years, Spring Break, Independence day and Labor day) regarding Impaired Driver Mobilization in designated high alcohol-related areas, with 20 percent matching funds (fringe benefits) from the City of Bastrop; authorizing the Chief of Police as the grantee's authorized official; providing for a severability clause and establishing an effective date.

AGENDA ITEM SUBMITTED BY:

Vicky Steffanic, Chief of Police

BACKGROUND/HISTORY:

Impaired Driving Mobilization (IDM) provides grant money for local law enforcement agencies to conduct driving while intoxicated (DWI) enforcement waves (2-week periods are typical, 4 or 5 times per year) and increase DWI arrests as part of the statewide "Drink. Drive. Go to Jail" program, held in conjunction with the national Impaired Driving Mobilization (IDM) campaign. IDM grants require a 20% minimum matching share from the subgrantee. This 20% contribution will come from the participating officers overtime payment through their fringe benefits (Retirement, FICA and workman’s compensation contribution). TXDOT will re-imburse the city for the officer’s overtime pay when participating in the program

TRF-BTS (TXDOT Traffic Safety Division – Texas behavioral Traffic Safety Program) identifies areas of the state with the highest percentages of alcohol related crashes and then invites law enforcement agencies in these areas to participate in the IDM. These projects conduct quarterly enforcement mobilizations during the following holiday periods:

- Christmas/New Years.
- Spring Break.
- Independence Day.
- Labor Day (in conjunction with the National Impaired Driving Crackdown).

If selected to participate in the IDM campaign, law enforcement agencies must conduct the following activities:

- Pre-Media Campaign.

- Enforcement Effort.
- Post-Media Campaign.

FISCAL IMPACT:

Total funds will be $39,139.55 with 80% reimbursement to the City of Bastrop for Officers overtime pay ($31,311.64). The 20% matching ($7,827.91) is accounted for through the officer's overtime 'fringe benefits pay'.

RECOMMENDATION:

Chief Vicky Steffanic recommends approval of Resolution No. R-2025-158 of the City Council of the City of Bastrop, Texas, approving the submittal of grant funds to the Texas Department of Transportation in the amount of Thirty-nine thousand, one hundred thirty-nine dollars and fifty-five cents ($39,139.55) allowing officers to education, enforce and participate in on-going public engagement for a specified mobilization period (such as Christmas, New Years, Spring Break, Independence day and Labor day) regarding Impaired Driver Mobilization in designated high alcohol-related area's.

ATTACHMENTS:

1. Resolution number: R-2025-138
2. Grant Overview
3. Financial summary

STEP - Impaired Driving Mobilization (IDM) Grants

Impaired Driving Mobilization (IDM) provides grant money for local law enforcement agencies to conduct driving while intoxicated (DWI) enforcement Waves and increase DWI arrests as part of the statewide "Drink. Drive. Go to Jail" program, held in conjunction with the national Impaired Driving Mobilization (IDM) campaign. IDM grants require a 20% minimum matching share from the subgrantee.

TRF-BTS identifies areas of the state with the highest percentages of alcohol related crashes and then invites law enforcement agencies in these areas to participate in the IDM. These projects conduct quarterly enforcement mobilizations during the following holiday periods:

- Christmas/New Years.
- Spring Break.
- Independence Day.
- Labor Day (in conjunction with the National Impaired Driving Crackdown).

If selected to participate in the IDM campaign, law enforcement agencies must conduct the following activities:

- Pre-Media Campaign.
- Enforcement Effort.
- Post-Media Campaign.

To view the appropriate timelines on these IDM activities, see the STEP Mobilization Calendar, located under “STEP Tool Box” on the eGrants Help Page.

To review the grant procedures for IDM, see the Impaired Driving Mobilization Instructions located on the eGrants Help Page.

Budget Summary

Budget Category		TxDOT	Match	Total
Category I - Labor Costs				
(100)	Salaries	$27,600.00	$0	$27,600.00
(200)	Fringe Benefits	$0	$7,399.55	$7,399.55
	Category I Sub-Total	$27,600.00	$7,399.55	$34,999.55
Category II - Other Direct Costs				
(300)	Travel	$0	$0	$0
(400)	Equipment	$0	$0	$0
(500)	Supplies	$0	$0	$0
(600)	Contractual Services	$0	$0	$0
(700)	Other Miscellaneous	$0	$0	$0
	Category II Sub-Total	$0	$0	$0
Total Direct Costs		**$27,600.00**	**$7,399.55**	$34,999.55
Category III - Indirect Costs				
(800)	Indirect Cost Rate	$3,711.64	$428.36	$4,140.00
Summary				
	Total Labor Costs	$27,600.00	$7,399.55	$34,999.55
	Total Direct Costs	$0	$0	$0
	Total Indirect Costs	$3,711.64	$428.36	$4,140.00
	Grand Total	**$31,311.64**	**$7,827.91**	$39,139.55
	Fund Sources (Percent Share)	80.00%	20.00%	

RESOLUTION NO. R-2025-138

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS APPROVING THE APPLICATION OF A GRANT TO THE TEXAS DEPARTMENT OF TRANSPORTATION (TXDOT) FOR THIRTY-NINE THOUSAND, ONE HUNDRED AND THIRTY NINE DOLLARS AND FIFTY-FIVE CENTS ($39,139.55) ALLOWING OFFICERS TO EDUCATE, ENFORCE AND PARTICIPATE IN ON-GOING PUBLIC ENGAGEMENT FOR A SPECIFIED MOBILIZATION PERIOD REGARDING IMPAIRED DRIVERS; AUTHORIZING THE CHIEF OF POLICE AS THE GRANTS AUTHORIZING OFFICIAL; PROVIDING FOR A SEVERABLITY CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, The City of Bastrop finds it in the best interest of the citizens of Bastrop and the officers, that the city of Bastrop Police Department apply for a grant from the Texas Department of Transportation (TXDOT) for overtime pay at a total cost of Thirty Nine thousand, one hundred and thirty-nine dollars and fifty-five cents ($39,139.55), with 20% matching funds from the city of Bastrop through fringe benefits; and

WHEREAS, the City of Bastrop agrees that the Police Department shall participate in the Impaired Driving Mobilization (IDM) campaign for specified periods of time with the goals of education and enforcement; and

WHEREAS, The City of Bastrop designates the Chief of Police as the Grantee's authorized official. The authorized official is given the power to apply for, reject, alter, accept, or terminate the grant on behalf of the applicant agency.

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

Section 1: The City Council of the City of Bastrop approves the City of Bastrop Police Department's application to the Texas Department of Transportation (TXDOT) for overtime pay for participation in the Impaired Driving Mobilization program

Section 2: Any prior resolution of the City Council in conflict with 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 remainder shall not be affected thereby, and such remaining portions are hereby severable.

Section 4: 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 23rd day of September 2025.

APPROVED:

Ishmael Harris, Mayor

ATTEST:

Michael Muscarello, City Secretary

APPROVED AS TO FORM:

City Attorney

TEXAS OPIOID ABATEMENT FUND COUNCIL AND SETTLEMENT ALLOCATION TERM SHEET

WHEREAS, the people of the State of Texas and its communities have been harmed through the National and Statewide epidemic caused by licit and illicit opioid use and distribution within the State of Texas; and now,

WHEREAS, the State of Texas, though its elected representatives and counsel, including the Honorable Ken Paxton, Attorney General of the State of Texas, and certain Political Subdivisions, through their elected representatives and counsel, are separately engaged in litigation seeking to hold those entities in the supply chain accountable for the damage caused; and now,

WHEREAS, the State of Texas, through its Attorney General and its Political Subdivisions, share a common desire to abate and alleviate the impacts of the epidemic throughout the State of Texas; and now,

THEREFORE, the State of Texas and its Political Subdivisions, subject to completing formal documents effectuating the Parties' agreements, enter into this State of Texas and Texas Political Subdivisions' Opioid Abatement Fund Council and Settlement Allocation Term Sheet (Texas Term Sheet) relating to the allocation and use of the proceeds of any Settlements as described.

A. Definitions

As used in this Texas Term Sheet:

1. "The State" shall mean the State of Texas acting through its Attorney General.
2. "Political Subdivision(s)" shall mean any Texas municipality and county.
3. "The Parties" shall mean the State of Texas, the Political Subdivisions, and the Plaintiffs' Steering Committee and Liaison Counsel (PSC) in the Texas Opioid MDL, *In Re: Texas Opioid Litigation*, MDL No. 2018-63587, in the 152d District Court of Harris County, Texas.
4. "Litigating Political Subdivision" means a Political Subdivision that filed suit in the state courts of the State of Texas prior to the Execution Date of this Agreement, whether or not such case was transferred to Texas Opioid MDL, or removed to federal court.
5. "National Fund" shall mean any national fund established for the benefit of the Texas Political Subdivisions. In no event shall any National Fund be used to create federal jurisdiction, equitable or otherwise, over the Texas Political Subdivisions or those similarly situated state-court litigants who are included in the state coalition, nor shall the National Fund require participating in a class action or signing a participation agreement as part of the criteria for participating in the National Fund.
6. "Negotiating Committee" shall mean a three-member group comprising four representatives for each of (1) the State; (2) the PSC; and (3) Texas'

Political Subdivisions (collectively, "Members"). The State shall be represented by the Texas Attorney General or his designees. The PSC shall be represented by attorneys Mikal Watts, Jeffrey Simon, Dara Hegar, Dan Downey, or their designees. Texas' Political Subdivisions shall be represented by Clay Jenkins (Dallas County Judge), Terrence O'Rourke (Special Assistant County Attorney, Harris County), Nelson Wolff (Bexar County Judge), and Nathaniel Moran (Smith County Judge) or their designees.

7. "Settlement" shall mean the negotiated resolution of legal or equitable claims against a Pharmaceutical Supply Chain Participant that includes the State and Political Subdivisions.
8. "Opioid Funds" shall mean monetary amounts obtained through a Settlement as defined in this Texas Term Sheet.
8. "Approved Purpose(s)" shall mean those uses identified in Exhibit A hereto.
9. "Pharmaceutical Supply Chain" shall mean the process and channels through which opioids or opioids products are manufactured, marketed, promoted, distributed, or dispensed.

10. "Pharmaceutical Supply Chain Participant" shall mean any entity that engages in or has engaged in the manufacture, marketing, promotion, distribution, or dispensing of an opioid analgesic.
11. "Texas Opioid Council" shall mean the Council described in Exhibit A hereto, which has the purpose of ensuring the funds recovered by Texas (through the joint actions of the Attorney General and the Texas Political Subdivisions) are allocated fairly and spent to remediate the opioid crisis in Texas, using efficient and cost-effective methods that are directed to the hardest hit regions in Texas while also ensuring that all Texans benefit from prevention and recovery efforts.

B. Allocation of Settlement Proceeds

1. All Opioid Funds distributed in Texas shall be divided with 15% going to Political Subdivisions ("Subdivision Share"), 70% to the Texas Opioid Abatement Fund through the Texas Opioid Council (Texas Abatement Fund Share) identified and described on Exhibits A and C hereto, and 15% to the Office of the Texas Attorney General as Counsel for the State of Texas ("State Share"). Out of the Texas Opioid Abatement Fund, reasonable expenses up to 1% shall be paid to the Texas Comptroller for the administration of the Texas Opioid Council pursuant to the Opioid

Abatement Fund (Texas Settlement) Opioid Council Agreement, Exhibit A hereto.

2. The Subdivisions Share shall be allocated in accordance with the division of proceeds on Exhibit B hereto.
3. The Texas Abatement Fund Share shall be allocated to the Opioid Council to be apportioned in accordance with the guidelines of Exhibit A, and Exhibit C hereto.
4. In the event a Subdivision merges, dissolves, or ceases to exist, the allocation percentage for that Subdivision shall be redistributed as directed by the settlement document, and if not specified, equitably based on the composition of the successor Subdivision. If a Subdivision for any reason is excluded from a specific settlement, the allocation percentage for that Subdivision shall be redistributed as directed by the settlement document, and if not specified, equitably among the participating Subdivisions.
5. Funds obtained from parties unrelated to the Litigation, via grant, bequest, gift or the like, separate and distinct from the Litigation, may be directed to the Texas Opioid Council and disbursed as set forth below.
6. The Subdivision share shall be initially deposited and paid in cash directly to the Subdivision under the authority and guidance of the Texas MDL Court, who shall direct any Settlement funds to be held in trust in a

segregated account to benefit the Subdivisions and to be promptly distributed as set forth herein and in accordance with Exhibit B.

7. Nothing in this Texas Term Sheet should alter or change any Subdivision's rights to pursue its own claim. Rather, the intent of this Texas Term Sheet is to join all parties to disburse settlement proceeds from one or more defendants to all parties participating in that settlement within Texas.
8. Opioid Funds from the Texas Abatement Fund Share shall be directed to the Texas Opioid Council and used in accordance with the guidelines as set out on Exhibit A hereto, and the Texas Abatement Fund Share shall be distributed to the Texas Opioid Council under the authority and guidance of the Texas MDL Court, consistent with Exhibits A and C, and the by-laws of the Texas Opioid Council documents and disbursed as set forth therein, including without limitation all abatement funds and the 1% holdback for expenses.
9. The State of Texas and the Political Subdivisions understand and acknowledge that additional steps may need to be undertaken to assist the Texas Opioid Council in its mission, at a predictable level of funding, regardless of external factors.

C. Payment of Counsel and Litigation Expenses

1. Any Master Settlement Agreement settlement will govern the payment of fees and litigation expenses to the Parties. The Parties agree to direct control of any Texas Political Subdivision fees and expenses to the "Texas Opioid Fee and Expense Fund," which shall be allocated and distributed by the Texas MDL Court, *In re: Texas Opioid Litigation*, MDL No. 2018-63587, in the 152nd District Court of Harris County, Texas, and with the intent to compensate all counsel for Texas Political Subdivisions who have not chosen to otherwise seek compensation for fees and expenses from any federal MDL common benefit fund.
2. The Parties agree that no portion of the State of Texas 15% allocation share from any settlement shall be administered through the National Fund, the Texas MDL Court, or Texas Opioid Fee and Expense Fund, but shall be directed for payment to the State of Texas by the State of Texas.
3. The State of Texas and the Texas Political Subdivisions, and their respective attorneys, agree that all fees – whether contingent, hourly, fixed or otherwise – owed by the Texas Political Subdivisions shall be paid out of the National Fund or as otherwise provided for herein to the Texas Opioid Fee and Expense Fund to be distributed by the 152nd

District Court of Harris County, Texas pursuant to its past and future orders.

4. From any opioid-related settlements with McKesson, Cardinal Health, ABDC, and Johnson & Johnson, and for any future opioid-related settlements negotiated, in whole or in part, by the Negotiating Committee with any other Pharmaceutical Supply Chain Participant, the funds to be deposited in the Texas Opioid Fee and Expense Fund shall be 9.3925% of the combined Texas Political Subdivision and Texas Abatement Fund portions of each payment (annual or otherwise) to the State of Texas for that settlement, plus expenses from the National Fund, and shall be sought by Texas Political Subdivision Counsel initially through the National Fund. The Texas Political Subdivisions' percentage share of fees and expenses from the National Fund shall be directed to the Texas Opioid Fee and Expense Fund in the Texas MDL, as soon as is practical, for allocation and distribution in accordance with the guidelines herein.

5. If the National Fund share to the Texas Political Subdivisions is insufficient to cover the guaranteed 9.3925%, plus expenses from the National Fund, per subsection 4, immediately *supra*, or if payment from the National Fund is not received within 12 months after the date the

first payment is made by the Defendants pursuant to the settlement, then the Texas Political Subdivisions shall recover up to 12.5% of the Texas Political Subdivision Share to make up any difference.

6. If the National Fund and the Texas Political Subdivision share are insufficient to cover the guaranteed 9.3925%, plus expenses from the National Fund, or if payment from the National Fund is not received within 12 months after the date the first payment is made by the Defendants pursuant to the settlement, then the Texas Political Subdivisions shall recover up to 8.75% of the Abatement Fund Share to make up any difference. In no event shall the Texas Political Subdivision share exceed 9.3925% of the combined Texas Political Subdivision and Texas Abatement Fund portions of any settlement, plus expenses from the National Fund. In the event that any payment is received from the National Fund such that the total amount in fees and expenses exceeds 9.3925%, the Texas Political Subdivisions shall return any amounts received greater than 9.3925% of the combined Texas Political Subdivision and Texas Abatement Fund portions to those respective Funds.

7. For each settlement utilizing a National Fund, the Texas Political Subdivisions need only make one attempt at seeking fees and expenses there.
8. The total amount of the Texas Opioid Fee and Expense Fund shall be reduced proportionally, according to the agreed upon allocation of the Texas Subdivision Fund, for any Texas litigating Political Subdivision that (1) fails to enter the settlement; and (2) was filed in Texas state court, and was transferred to the Texas MDL (or removed before or during transfer to the Texas MDL) as of the execution date of this Agreement.

D. The Texas Opioid Council and Texas Abatement Fund

The Texas Opioid Council and Texas Abatement Fund is described in detail at Exhibit A, incorporated herein by reference.

E. Settlement Negotiations

1. The State and Negotiating Committee agree to inform each other in advance of any negotiations relating to a Texas-only settlement with a Pharmaceutical Supply Chain Participant that includes both the State and its Political Subdivisions and shall provide each other the opportunity to participate in all such negotiations. Any Texas-only Settlement agreed to with the State and Negotiating Committee shall be subject to the approval

of a majority of litigating Political Subdivisions. The Parties further agree to keep each other reasonably informed of all other global settlement negotiations with Pharmaceutical Supply Chain Participants and to include the Negotiating Committee or designees. Neither this provision, nor any other, shall be construed to state or imply that either the State or the Negotiating Committee is unauthorized to engage in settlement negotiations with Pharmaceutical Supply Chain Participants without prior consent or contemporaneous participation of the other, or that either party is entitled to participate as an active or direct participant in settlement negotiations with the other. Rather, while the State's and Negotiation Committee's efforts to achieve worthwhile settlements are to be collaborative, incremental stages need not be so.

2. Any Master Settlement Agreement (MSA) shall be subject to the approval and jurisdiction of the Texas MDL Court.
3. As this is a Texas-specific effort, the Committee shall be Chaired by the Attorney General. However, the Attorney General, or his designees, shall endeavor to coordinate any publicity or other efforts to speak publicly with the other Committee Members.
4. The State of Texas, the Texas MDL Plaintiff's Steering Committee representatives, or the Political Subdivision representatives may withdraw

from coordinated Settlement discussions detailed in this Section upon 10 business days' written notice to the remaining Committee Members and counsel for any affected Pharmaceutical Supply Chain Participant. The withdrawal of any Member releases the remaining Committee Members from the restrictions and obligations in this Section.

5. The obligations in this Section shall not affect any Party's right to proceed with trial or, within 30 days of the date upon which a trial involving that Party's claims against a specific Pharmaceutical Supply Chain Participant is scheduled to begin, reach a case specific resolution with that particular Pharmaceutical Supply Chain Participant.

F. Amendments

The Parties agree to make such amendments as necessary to implement the intent of this agreement.

Acknowledgment of Agreement

We, the undersigned, have participated in the drafting of the above Texas Term Sheet, including consideration based on comments solicited from Political Subdivisions. This document has been collaboratively drafted to maintain all individual claims while allowing the State and its Political Subdivisions to cooperate in exploring all possible means of resolution. Nothing in this agreement binds any party to any specific outcome. Any resolution under this document will require

acceptance by the State of Texas and a majority of the Litigating Political Subdivisions.

We, the undersigned, hereby accept the STATE OF TEXAS AND TEXAS POLITICAL SUBDIVISIONS' OPIOID ABATEMENT FUND COUNCIL AND SETTLEMENT ALLOCATION TERM SHEET. We understand that the purpose of this Texas Term Sheet is to permit collaboration between the State of Texas and Political Subdivisions to explore and potentially effectuate earlier resolution of the Opioid Litigation against Pharmaceutical Supply Chain Participants. We also understand that an additional purpose is to create an effective means of distributing any potential settlement funds obtained under this Texas Term Sheet between the State of Texas and Political Subdivisions in a manner and means that would promote an effective and meaningful use of the funds in abating the opioid epidemic throughout Texas.

Executed this 13 day of May, 2020.

FOR THE STATE OF TEXAS:

KENNETH PAXTON, JR.
ATTORNEY GENERAL

FOR THE SUBDIVISIONS
AND TEXAS MDL PSC:

MIKAL WATTS
WATTS GUERRA LLP

JEFFREY SIMON
SIMON GREENSTONE PANATIER, PC

DARA HEGAR
LANIER LAW FIRM, PC

DAN DOWNEY
DAN DOWNEY, PC

:sas

EXHIBIT A

Opioid Abatement Fund (Texas) Settlement

Opioid Council

As part of the settlement agreement and upon its execution, the parties will form the Texas Opioid Council (Council) to establish the framework that ensures the funds recovered by Texas (through the joint actions of the Attorney General and the state's political subdivisions) are allocated fairly and spent to remediate the opioid crisis in Texas, using efficient and cost-effective methods that are directed to the hardest hit regions in Texas while also ensuring that all Texans benefit from prevention and recovery efforts.

I. Structure

The Council will be responsible for the processes and procedures governing the spending of the funds held in the Texas Abatement Fund, which will be approximately 70% of all funds obtained through settlement and/or litigation of the claims asserted by the State and its subdivisions in the investigations and litigation related to the manufacturing, marketing, distribution, and sale of opioids and related pharmaceuticals.

Money paid into the abatement fund will be held by an independent administrator, who shall be responsible for the ministerial task of releasing funds solely as authorized below by the Council, and accounting for all payments to and from the fund.

The Council will be formed when a court of competent jurisdiction enters an order settling the matter, including any order of a bankruptcy court. The Council's members must be appointed within sixty (60) days of the date the order is entered.

A. Membership

The Council shall be comprised of the following thirteen (13) members:

1. *Statewide Members*.

Six members appointed by the Governor and Attorney General to represent the State's interest in opioid abatement. The statewide members are appointed as follows:

a. The Governor shall appoint three (3) members who are licensed health professionals with significant experience in opioid interventions;
b. The Attorney General shall appoint three (3) members who are licensed professionals with significant experience in opioid incidences; and
c. The Governor will appoint the Chair of the Council as a non-voting member. The Chair may only cast a vote in the event there is a tie of the membership.

2. *Regional Members*.

Six (6) members appointed by the State's political subdivisions to represent their designated Texas Health and Human Services Commission "HHSC" Regional Healthcare

Partnership (Regions) to ensure dedicated regional, urban, and rural representation on the Council. The regional appointees must be from either academia or the medical profession with significant experience in opioid interventions. The regional members are appointed as follows:

a. One member representing Regions 9 and 10 (Dallas Ft-Worth);
b. One member representing Region 3 (Houston);
c. One member representing Regions 11, 12, 13, 14, 15, 19 (West Texas);
d. One member representing Regions 6, 7, 8, 16 (Austin-San Antonio);
e. One member representing Regions 1, 2, 17, 18 (East Texas); and
f. One member representing Regions 4, 5, 20 (South Texas).

B. Terms

All members of the Council are appointed to serve staggered two-year terms, with the terms of members expiring February 1 of each year. A member may serve no more than two consecutive terms, for a total of four consecutive years. For the first term, four (4) members (two (2) statewide and two (2) for the subdivisions) will serve a three-year term. A vacancy on the Council shall be filled for the unexpired term in the same manner as the original appointment. The Governor will appoint the Chair of the Council who will not vote on Council business unless there is a tie vote, and the subdivisions will appoint a Vice-Chair voting member from one of the regional members.

C. Governance

1. Administration

The Council is attached administratively to the Comptroller. The Council is an independent, quasi-governmental agency because it is responsible for the statewide distribution of the abatement settlement funds. The Council is exempt from the following statutes:

a. Chapter 316 of the Government Code (Appropriations);
b. Chapter 322 of the Government Code (Legislative Budget Board);
c. Chapter 325 of the Government Code (Sunset);
d. Chapter 783 of the Government Code (Uniform Grants and Contract Management);
e. Chapter 2001 of the Government Code (Administrative Procedure);
f. Chapter 2052 of the Government Code (State Agency Reports and Publications);
g. Chapter 2261 of the Government Code (State Contracting Standards and Oversight);
h. Chapter 2262 of the Government Code (Statewide Contract Management);

i. Chapter 262 of the Local Government Code (Purchasing and Contracting Authority of Counties); and
j. Chapter 271 of the Local Government Code (Purchasing and Contracting Authority of Municipalities, Counties, and Certain Other Local Governments).

2. Transparency

The Council will abide by state laws relating to open meetings and public information, including Chapters 551 and 552 of the Texas Government Code.

i. The Council shall hold at least four regular meetings each year. The Council may hold additional meetings on the request of the Chair or on the written request of three members of the council. All meetings shall be open to the public, and public notice of meetings shall be given as required by state law.
ii. The Council may convene in a closed, non-public meeting:
    a. If the Commission must discuss:
        1. Negotiation of contract awards; and
        2. Matters specifically exempted from disclosure by federal and state statutes.
    b. All minutes and documents of a closed meeting shall remain under seal, subject to release only order of a court of competent jurisdiction.

3. Authority

The Council does not have rulemaking authority. The terms of each Judgment, Master Settlement Agreement, or any Bankruptcy Settlement for Texas control the authority of the Council and the Council may not stray outside the bounds of the authority and power vested by such settlements. Should the Council require legal assistance in determining their authority, the Council may direct the executive director to seek legal advice from the Attorney General to clarify the issue.

D. Operation and Expenses

The independent administrator will set aside up to one (1) percent of the settlement funds for the administration of the Council for reasonable costs and expenses of operating the foregoing duties, including educational activities.

1. Executive Director

The Comptroller will employ the executive director of the Council and other personnel as necessary to administer the duties of the Council and carry out the functions of the Council. The executive director must have at least 10 years of experience in government or public administration and is classified as a Director V/B30 under the State Auditor's State Classification. The Comptroller will pay the salaries of the Council employees from the

one (1) percent of the settlement funds set aside for the administration of the Council. The Comptroller will request funds from the Texas Abatement Fund Point of Contact.

2. Travel Reimbursement

A person appointed to the Council is entitled to reimbursement for the travel expenses incurred in attending Council duties. A member of the Council may be reimbursed for actual expenses for meals, lodging, transportation, and incidental expenses in accordance with travel rates set by the federal General Services Administration.

II. Duties/Roles

It is the duty of the Council to determine and approve the opioid abatement strategies and funding awards.

A. Approved Abatement Strategies

The Council will develop the approved Texas list of abatement strategies based on but not limited to the existing national list of opioid abatement strategies (see attached Appendix A) for implementing the Texas Abatement Fund.

1. The Council shall only approve strategies which are evidence-informed strategies.
2. The Texas list of abatement strategies must be approved by majority vote. The majority vote must include a majority from both sides of the statewide members and regional members in order to be approved, e.g., at least four (4) of six (6) members on each side.

B. Texas Abatement Fund Point of Contact

The Council will determine a single point of contact called the Abatement Fund Point of Contact (POC) to be established as the sole entity authorized to receive requests for funds and approve expenditures in Texas and order the release of funds from the Texas Abatement Fund by the independent administrator. The POC may be an independent third party selected by the Council with expertise in banking or financial management. The POC will manage the Opioid Council Bank Account (Account). Upon a vote, the Council will direct the POC to contact the independent administrator to release funds to the Account. The Account is outside the State Treasury and not managed by any state or local officials. The POC is responsible for payments to the qualified entities selected by the Council for abatement fund awards. The POC will submit a monthly financial statement on the Account to the Council.

C. Auditor

An independent auditor appointed by the Council will perform an audit on the Account on an annual basis and report its findings, if any, to the Council.

D. Funding Allocation

The Council is the sole decision-maker on the funding allocation process of the abatement funds. The Council will develop the application and award process based on the parameters outlined below. An entity seeking funds from the Council must apply for funds; no funds will be awarded without an application. The executive director and personnel may assist the Council in gathering and compiling the applications for consideration; however, the Council members are the sole decision-makers of awards and funding determination. The Council will use the following processes to award funds:

1. *Statewide Funds.* The Council will consider, adopt and approve the allocation methodology attached as Exhibit C, based upon population health data and prevalence of opioid incidences, at the Council's initial meeting. Adoption of such methodology will allow each Region to customize the approved abatement strategies to fit its communities' needs. The statewide regional funds will account for seventy-five (75) percent of the total overall funds, less the one (1) percent administrative expense described herein.

2. *Targeted Funds.* Each Region shall reserve twenty-five (25) percent of the overall funds, for targeted interventions in the specific Region as identified by opioid incidence data. The Council must approve on an annual basis the uses for the targeted abatement strategies and applications available to every Region, including education and outreach programs. Each Region without approved uses for the targeted funds from the Council, based upon a greater percentage of opioid incidents compared to its population, is subject to transfer of all or a portion of the targeted funds for that Region for uses based upon all Regions' targeted funding needs as approved by the Council on an annual basis.

3. *Annual Allocation*. Statewide regional funds and targeted funds will be allocated on an annual basis. If a Region lapses its funds, the funds will be reallocated based on all Regions' funding needs.

E. Appeal Process

The Council will establish an appeal process to permit the applicants for funding (state or subdivisions) to challenge decisions by the Council-designated point of contact on requests for funds or expenditures.

1. To challenge a decision by the designated point of contact, the State or a subdivision must file an appeal with the Council within thirty (30) days of the decision. The Council then has thirty (30) days to consider and rule on the appeal.
2. If the Council denies the appeal, the party may file an appeal with the state district court of record where the final opioid judgment or Master Settlement Agreement is filed. The Texas Rules of Civil Procedure and Rules of Evidence will govern these proceedings. The Council may request representation from the Attorney General in these proceedings.

In making its determination, the state district court shall apply the same clear error standards contained herein that the Council must follow when rendering its decision.

3. The state district court will make the final decision and the decision is not appealable.
4. Challenges will be limited and subject to penalty if abused.
5. Attorneys' fees and costs are not recoverable in these appeals.

F. Education

The Council may determine that a percentage of the funds in the Abatement Fund from the targeted funds be used to develop an education and outreach program to provide materials on the consequences of opioid drug use, prevention and interventions. Any material developed will include online resources and toolkits for communities.

EXHIBIT B

Exhibit B: Municipal Area Allocations: 15% of Total ($150 million)

(County numbers refer to distribution to the county governments after payment to cities within county borders has been made. Minimum distribution to each county is $1000.)

Municipal Area	Allocation	Municipal Area	Allocation
Abbott	$688	Lakeport	$463
Abernathy	$110	Lakeside	$4,474
Abilene	$563,818	Lakeside City	$222
Ackerly	$21	Lakeview	$427
Addison	$58,094	Lakeway	$31,657
Adrian	$181	Lakewood Village	$557
Agua Dulce	$43	Lamar County	$141,598
Alamo	$22,121	Lamb County	$50,681
Alamo Heights	$28,198	Lamesa	$29,656
Alba	$3,196	Lampasas	$28,211
Albany	$180	Lampasas County	$42,818
Aledo	$331	Lancaster	$90,653
Alice	$71,291	Laredo	$763,174
Allen	$315,081	Latexo	$124
Alma	$1,107	Lavaca County	$45,973
Alpine	$29,686	Lavon	$7,435
Alto	$3,767	Lawn	$58
Alton	$11,540	League City	$302,418
Alvarado	$29,029	Leakey	$256
Alvin	$113,962	Leander	$88,641
Alvord	$358	Leary	$797
Amarillo	$987,661	Lee County	$30,457
Ames	$5,571	Lefors	$159
Amherst	$22	Leon County	$67,393
Anahuac	$542	Leon Valley	$23,258
Anderson	$19	Leona	$883
Anderson County	$268,763	Leonard	$8,505
Andrews	$18,983	Leroy	$176
Andrews County	$37,606	Levelland	$46,848
Angelina County	$229,956	Lewisville	$382,094
Angleton	$62,791	Lexington	$2,318
Angus	$331	Liberty	$72,343
Anna	$9,075	Liberty County	$531,212
Annetta	$5,956	Liberty Hill	$2,780
Annetta North	$34	Limestone County	$135,684

(Table continues on multiple pages below)

Annetta South	$602
Annona	$738
Anson	$5,134
Anthony	$4,514
Anton	$444
Appleby	$1,551
Aquilla	$208
Aransas County	$266,512
Aransas Pass	$57,813
Archer City	$10,554
Archer County	$45,534
Arcola	$7,290
Argyle	$11,406
Arlington	$735,803
Armstrong County	$974
Arp	$2,009
Asherton	$112
Aspermont	$9
Atascosa County	$176,903
Athens	$105,942
Atlanta	$30,995
Aubrey	$15,141
Aurora	$1,849
Austin County	$76,030
Austin	$4,877,716
Austwell	$109
Avery	$138
Avinger	$1,115
Azle	$32,213
Bailey	$950
Bailey County	$15,377
Bailey's Prairie	$5,604
Baird	$2,802
Balch Springs	$27,358
Balcones Heights	$23,811
Ballinger	$9,172
Balmorhea	$63
Bandera	$2,893
Bandera County	$86,815
Bangs	$3,050
Lincoln Park	$677
Lindale	$24,202
Linden	$3,661
Lindsay	$1,228
Lipan	$44
Lipscomb County	$10,132
Little Elm	$69,326
Little River-Academy	$798
Littlefield	$7,678
Live Oak	$32,740
Live Oak County	$39,716
Liverpool	$1,435
Livingston	$73,165
Llano	$23,121
Llano County	$115,647
Lockhart	$49,050
Lockney	$3,301
Log Cabin	$1,960
Lometa	$1,176
Lone Oak	$1,705
Lone Star	$8,283
Longview	$482,254
Loraine	$188
Lorena	$3,390
Lorenzo	$11,358
Los Fresnos	$11,185
Los Indios	$159
Los Ybanez	$0
Lott	$1,516
Lovelady	$249
Loving County	$1,000
Lowry Crossing	$783
Lubbock	$319,867
Lubbock County	$1,379,719
Lucas	$5,266
Lueders	$508
Lufkin	$281,592
Luling	$29,421
Lumberton	$36,609
Lyford	$3,071

Bardwell	$362
Barry	$200
Barstow	$61
Bartlett	$3,374
Bartonville	$8,887
Bastrop	$46,320
Bastrop County	$343,960
Bay City	$57,912
Baylor County	$29,832
Bayou Vista	$6,240
Bayside	$242
Baytown	$216,066
Bayview	$41
Beach City	$12,505
Bear Creek	$906
Beasley	$130
Beaumont	$683,010
Beckville	$1,247
Bedford	$94,314
Bedias	$3,475
Bee Cave	$12,863
Bee County	$97,844
Beeville	$24,027
Bell County	$650,748
Bellaire	$41,264
Bellevue	$56
Bellmead	$14,487
Bells	$1,891
Bellville	$7,488
Belton	$72,680
Benavides	$152
Benbrook	$43,919
Benjamin	$951
Berryville	$14,379
Bertram	$182
Beverly Hills	$4,336
Bevil Oaks	$549
Bexar County	$7,007,152
Big Lake	$547
Big Sandy	$4,579
Lynn County	$6,275
Lytle	$7,223
Mabank	$19,443
Madison County	$49,492
Madisonville	$11,458
Magnolia	$26,031
Malakoff	$12,614
Malone	$439
Manor	$12,499
Mansfield	$150,788
Manvel	$12,305
Marble Falls	$37,039
Marfa	$65
Marietta	$338
Marion	$275
Marion County	$54,728
Marlin	$21,634
Marquez	$1,322
Marshall	$108,371
Mart	$928
Martin County	$10,862
Martindale	$2,437
Mason	$777
Mason County	$3,134
Matador	$1,203
Matagorda County	$135,239
Mathis	$15,720
Maud	$423
Maverick County	$115,919
Maypearl	$986
McAllen	$364,424
McCamey	$542
McGregor	$9,155
McKinney	$450,383
McLean	$14
McLendon-Chisholm	$411
Mcculloch County	$20,021
Mclennan County	$529,641
Mcmullen County	$1,000
Meadow	$1,121

Big Spring	$189,928
Big Wells	$236
Bishop	$8,213
Bishop Hills	$323
Blackwell	$31
Blanco	$6,191
Blanco County	$49,223
Blanket	$147
Bloomburg	$1,010
Blooming Grove	$352
Blossom	$198
Blue Mound	$2,888
Blue Ridge	$1,345
Blum	$1,622
Boerne	$45,576
Bogata	$3,649
Bonham	$100,909
Bonney	$2,510
Booker	$1,036
Borden County	$1,000
Borger	$69,680
Bosque County	$71,073
Bovina	$173
Bowie	$83,620
Bowie County	$233,190
Boyd	$6,953
Brackettville	$8
Brady	$27,480
Brazoria	$11,537
Brazoria County	$1,021,090
Brazos Bend	$462
Brazos Country	$902
Brazos County	$342,087
Breckenridge	$23,976
Bremond	$5,554
Brenham	$54,750
Brewster County	$60,087
Briarcliff	$572
Briaroaks	$57
Bridge City	$80,756
Meadowlakes	$905
Meadows Place	$18,148
Medina County	$48,355
Megargel	$611
Melissa	$15,381
Melvin	$345
Memphis	$7,203
Menard	$991
Menard County	$14,717
Mercedes	$21,441
Meridian	$3,546
Merkel	$10,117
Mertens	$239
Mertzon	$29
Mesquite	$310,709
Mexia	$21,096
Miami	$455
Midland County	$279,927
Midland	$521,849
Midlothian	$95,799
Midway	$78
Milam County	$97,386
Milano	$904
Mildred	$286
Miles	$93
Milford	$6,177
Miller's Cove	$97
Millican	$417
Mills County	$19,931
Millsap	$34
Mineola	$48,719
Mineral Wells	$92,061
Mingus	$189
Mission	$124,768
Missouri City	$209,633
Mitchell County	$20,850
Mobeetie	$52
Mobile City	$2,034
Monahans	$5,849
Mont Belvieu	$19,669

Bridgeport	$33,301
Briscoe County	$977
Broaddus	$31
Bronte	$99
Brooks County	$20,710
Brookshire	$6,406
Brookside Village	$1,110
Brown County	$193,417
Browndell	$152
Brownfield	$14,452
Brownsboro	$3,176
Brownsville	$425,057
Brownwood	$166,572
Bruceville-Eddy	$1,692
Bryan	$246,897
Bryson	$1,228
Buckholts	$1,113
Buda	$10,784
Buffalo	$11,866
Buffalo Gap	$88
Buffalo Springs	$188
Bullard	$7,487
Bulverde	$14,436
Bunker Hill Village	$472
Burkburnett	$37,844
Burke	$1,114
Burleson County	$70,244
Burleson	$151,779
Burnet	$33,345
Burnet County	$189,829
Burton	$937
Byers	$77
Bynum	$380
Cactus	$4,779
Caddo Mills	$43
Caldwell	$18,245
Caldwell County	$86,413
Calhoun County	$127,926
Callahan County	$12,894
Callisburg	$101
Montague County	$94,796
Montgomery	$1,884
Montgomery County	$2,700,911
Moody	$828
Moore County	$40,627
Moore Station	$772
Moran	$50
Morgan	$605
Morgan's Point	$3,105
Morgan's Point Resort	$8,024
Morris County	$53,328
Morton	$167
Motley County	$3,344
Moulton	$999
Mount Calm	$605
Mount Enterprise	$1,832
Mount Pleasant	$65,684
Mount Vernon	$6,049
Mountain City	$1,548
Muenster	$4,656
Muleshoe	$4,910
Mullin	$384
Munday	$2,047
Murchison	$2,302
Murphy	$51,893
Mustang	$7
Mustang Ridge	$2,462
Nacogdoches	$205,992
Nacogdoches County	$198,583
Naples	$4,224
Nash	$7,999
Nassau Bay	$11,247
Natalia	$625
Navarro	$334
Navarro County	$103,513
Navasota	$37,676
Nazareth	$124
Nederland	$44,585
Needville	$10,341
Nevada	$237

Calvert	$772
Cameron	$11,091
Cameron County	$537,026
Camp County	$28,851
Camp Wood	$422
Campbell	$1,116
Canadian	$1,090
Caney City	$2,005
Canton	$56,734
Canyon	$26,251
Carbon	$620
Carl's Corner	$48
Carmine	$385
Carrizo Springs	$1,671
Carrollton	$310,255
Carson County	$29,493
Carthage	$18,927
Cashion Community	$322
Cass County	$93,155
Castle Hills	$12,780
Castro County	$4,420
Castroville	$4,525
Cedar Hill	$70,127
Cedar Park	$185,567
Celeste	$1,280
Celina	$18,283
Center	$58,838
Centerville	$385
Chambers County	$153,188
Chandler	$17,364
Channing	$2
Charlotte	$4,257
Cherokee County	$156,612
Chester	$1,174
Chico	$2,928
Childress	$37,916
Childress County	$50,582
Chillicothe	$172
China	$522
China Grove	$598
New Berlin	$4
New Boston	$6,953
New Braunfels	$307,313
New Chapel Hill	$288
New Deal	$338
New Fairview	$2,334
New Home	$9
New Hope	$1,024
New London	$4,129
New Summerfield	$442
New Waverly	$2,562
Newark	$520
Newcastle	$914
Newton	$6,102
Newton County	$158,006
Neylandville	$163
Niederwald	$16
Nixon	$2,283
Nocona	$16,536
Nolan County	$50,262
Nolanville	$4,247
Nome	$391
Noonday	$226
Nordheim	$697
Normangee	$6,192
North Cleveland	$105
North Richland Hills	$146,419
Northlake	$8,905
Novice	$76
Nueces County	$1,367,932
O'Brien	$76
O'Donnell	$27
Oak Grove	$2,769
Oak Leaf	$612
Oak Point	$9,011
Oak Ridge	$358
Oak Ridge North	$33,512
Oak Valley	$7
Oakwood	$148
Ochiltree County	$15,476

Chireno	$1,568
Christine	$354
Cibolo	$13,690
Cisco	$7,218
Clarendon	$114
Clarksville	$20,891
Clarksville City	$54
Claude	$26
Clay County	$72,050
Clear Lake Shores	$6,682
Cleburne	$228,184
Cleveland	$96,897
Clifton	$9,939
Clint	$375
Clute	$51,350
Clyde	$17,287
Coahoma	$2,291
Cochran County	$3,389
Cockrell Hill	$512
Coffee City	$1,087
Coke County	$5,522
Coldspring	$447
Coleman	$5,442
Coleman County	$4,164
College Station	$258,147
Colleyville	$46,049
Collin County	$1,266,721
Collingsworth County	$19,234
Collinsville	$1,831
Colmesneil	$2,211
Colorado City	$8,405
Colorado County	$49,084
Columbus	$6,867
Comal County	$396,142
Comanche	$16,503
Comanche County	$50,964
Combes	$1,710
Combine	$1,892
Commerce	$33,869
Como	$415
Odem	$7,420
Odessa	$559,163
Oglesby	$29
Old River-Winfree	$21,653
Oldham County	$10,318
Olmos Park	$9,801
Olney	$6,088
Olton	$1,197
Omaha	$4,185
Onalaska	$31,654
Opdyke West	$479
Orange	$311,339
Orange County	$689,818
Orange Grove	$1,677
Orchard	$867
Ore City	$6,806
Overton	$7,900
Ovilla	$13,391
Oyster Creek	$9,633
Paducah	$125
Paint Rock	$141
Palacios	$14,036
Palestine	$178,009
Palisades	$240
Palm Valley	$1,918
Palmer	$12,666
Palmhurst	$4,660
Palmview	$7,577
Palo Pinto County	$124,621
Pampa	$67,227
Panhandle	$9,536
Panola County	$80,699
Panorama Village	$1,292
Pantego	$12,898
Paradise	$52
Paris	$201,180
Parker	$10,307
Parker County	$476,254
Parmer County	$15,866
Pasadena	$356,536

Concho County	$3,859
Conroe	$466,671
Converse	$27,693
Cooke County	$200,451
Cool	$731
Coolidge	$243
Cooper	$362
Coppell	$86,593
Copper Canyon	$489
Copperas Cove	$133,492
Corinth	$75,298
Corpus Christi	$1,812,707
Corral City	$143
Corrigan	$21,318
Corsicana	$87,310
Coryell County	$123,659
Cottle County	$875
Cottonwood	$289
Cottonwood Shores	$1,203
Cotulla	$1,251
Coupland	$266
Cove	$387
Covington	$519
Coyote Flats	$1,472
Crandall	$12,094
Crane	$10,599
Crane County	$26,146
Cranfills Gap	$128
Crawford	$383
Creedmoor	$16
Cresson	$1,086
Crockett	$23,403
Crockett County	$18,210
Crosby County	$18,388
Crosbyton	$1,498
Cross Plains	$4,877
Cross Roads	$244
Cross Timber	$542
Crowell	$6,335
Crowley	$22,345
Pattison	$1,148
Patton Village	$9,268
Payne Springs	$1,770
Pearland	$333,752
Pearsall	$11,570
Pecan Gap	$719
Pecan Hill	$229
Pecos	$7,622
Pecos County	$46,997
Pelican Bay	$1,199
Penelope	$415
Penitas	$312
Perryton	$23,364
Petersburg	$1,691
Petrolia	$17
Petronila	$5
Pflugerville	$86,408
Pharr	$144,721
Pilot Point	$11,613
Pine Forest	$3,894
Pine Island	$3,141
Pinehurst	$32,671
Pineland	$4,138
Piney Point Village	$15,738
Pittsburg	$20,526
Plains	$129
Plainview	$60,298
Plano	$1,151,608
Pleak	$270
Pleasant Valley	$308
Pleasanton	$29,011
Plum Grove	$258
Point	$1,519
Point Blank	$355
Point Comfort	$447
Point Venture	$588
Polk County	$370,831
Ponder	$1,282
Port Aransas	$31,022
Port Arthur	$367,945

Crystal City	$19,412
Cuero	$24,689
Culberson County	$789
Cumby	$5,320
Cuney	$606
Cushing	$1,120
Cut and Shoot	$2,141
DISH	$19
Daingerfield	$12,476
Daisetta	$5,370
Dalhart	$11,609
Dallam County	$21,686
Dallas County	$8,538,291
Dallas	$2,999,902
Dalworthington Gardens	$6,060
Danbury	$4,231
Darrouzett	$101
Dawson	$600
Dawson County	$46,911
Dayton	$47,122
Dayton Lakes	$38
De Kalb	$1,035
De Leon	$8,218
De Witt County	$68,895
DeCordova	$13,778
DeSoto	$72,400
Deaf Smith County	$34,532
Dean	$141
Decatur	$56,669
Deer Park	$49,388
Del Rio	$59,056
Dell City	$15
Delta County	$30,584
Denison	$210,426
Denton	$458,334
Denton County	$1,132,298
Denver City	$2,104
Deport	$42
Detroit	$965
Devers	$191
Port Isabel	$9,802
Port Lavaca	$11,752
Port Neches	$38,849
Portland	$76,517
Post	$2,332
Post Oak Bend City	$1,034
Poteet	$6,767
Poth	$3,974
Potter County	$371,701
Pottsboro	$12,302
Powell	$110
Poynor	$1,180
Prairie View	$7,600
Premont	$3,321
Presidio	$148
Presidio County	$787
Primera	$2,958
Princeton	$19,245
Progreso	$8,072
Progreso Lakes	$39
Prosper	$22,770
Providence Village	$508
Putnam	$14
Pyote	$22
Quanah	$207
Queen City	$4,837
Quinlan	$7,304
Quintana	$492
Quitaque	$8
Quitman	$15,619
Rains County	$53,190
Ralls	$3,967
Rancho Viejo	$3,836
Randall County	$278,126
Ranger	$12,186
Rankin	$1,613
Ransom Canyon	$930
Ravenna	$685
Raymondville	$7,466
Reagan County	$25,215

Devine	$4,354
Diboll	$25,533
Dickens	$71
Dickens County	$1,873
Dickinson	$83,683
Dilley	$2,633
Dimmit County	$33,294
Dimmitt	$1,012
Dodd City	$1,211
Dodson	$447
Domino	$196
Donley County	$22,370
Donna	$13,798
Dorchester	$231
Double Oak	$4,765
Douglassville	$574
Dripping Springs	$811
Driscoll	$39
Dublin	$14,478
Dumas	$26,229
Duncanville	$58,328
Duval County	$49,109
Eagle Lake	$4,882
Eagle Pass	$56,005
Early	$14,838
Earth	$242
East Bernard	$5,554
East Mountain	$2,494
East Tawakoni	$2,723
Eastland	$15,896
Eastland County	$52,275
Easton	$329
Ector	$1,108
Ector County	$480,000
Edcouch	$4,101
Eden	$497
Edgecliff Village	$2,232
Edgewood	$13,154
Edinburg	$120,884
Edmonson	$136
Real County	$5,073
Red Lick	$23
Red Oak	$26,843
Red River County	$29,306
Redwater	$1,058
Reeves County	$103,350
Refugio	$8,839
Refugio County	$46,216
Reklaw	$1,136
Reno	$3,791
Reno	$11,164
Retreat	$52
Rhome	$12,285
Rice	$1,972
Richardson	$260,315
Richland	$210
Richland Hills	$24,438
Richland Springs	$2,234
Richmond	$77,606
Richwood	$12,112
Riesel	$1,118
Rio Bravo	$8,548
Rio Grande City	$25,947
Rio Hondo	$3,550
Rio Vista	$4,419
Rising Star	$1,933
River Oaks	$11,917
Riverside	$858
Roanoke	$275
Roaring Springs	$461
Robert Lee	$85
Roberts County	$547
Robertson County	$44,642
Robinson	$18,002
Robstown	$40,154
Roby	$428
Rochester	$674
Rockdale	$20,973
Rockport	$54,253
Rocksprings	$25

Edna	$18,194
Edom	$2,149
Edwards County	$975
El Campo	$31,700
El Cenizo	$621
El Lago	$5,604
El Paso	$1,224,371
El Paso County	$2,592,121
Eldorado	$50
Electra	$15,716
Elgin	$26,284
Elkhart	$301
Ellis County	$315,372
Elmendorf	$746
Elsa	$7,720
Emhouse	$83
Emory	$3,878
Enchanted Oaks	$1,299
Encinal	$1,515
Ennis	$81,839
Erath County	$102,616
Escobares	$40
Estelline	$909
Euless	$92,824
Eureka	$334
Eustace	$2,089
Evant	$2,068
Everman	$7,692
Fair Oaks Ranch	$8,077
Fairchilds	$81
Fairfield	$1,245
Fairview	$32,245
Falfurrias	$2,221
Falls City	$41
Falls County	$34,522
Fannin County	$131,653
Farmers Branch	$94,532
Farmersville	$10,532
Farwell	$343
Fate	$3,473
Rockwall	$114,308
Rockwall County	$168,820
Rocky Mound	$280
Rogers	$3,818
Rollingwood	$4,754
Roma	$16,629
Roman Forest	$8,610
Ropesville	$2,122
Roscoe	$778
Rose City	$4,012
Rose Hill Acres	$2,311
Rosebud	$1,489
Rosenberg	$126,593
Ross	$147
Rosser	$549
Rotan	$1,493
Round Mountain	$454
Round Rock	$475,992
Round Top	$140
Rowlett	$99,963
Roxton	$47
Royse City	$23,494
Rule	$800
Runaway Bay	$6,931
Runge	$255
Runnels County	$33,831
Rusk	$17,991
Rusk County	$151,390
Sabinal	$1,811
Sabine County	$46,479
Sachse	$23,400
Sadler	$925
Saginaw	$31,973
Salado	$3,210
San Angelo	$536,509
San Antonio	$4,365,416
San Augustine	$25,182
San Augustine County	$37,854
San Benito	$40,015
San Diego	$11,771

Fayette County	$92,440
Fayetteville	$391
Ferris	$13,873
Fisher County	$5,518
Flatonia	$5,661
Florence	$3,949
Floresville	$21,699
Flower Mound	$215,256
Floyd County	$9,049
Floydada	$6,357
Foard County	$5,764
Follett	$212
Forest Hill	$26,132
Forney	$80,112
Forsan	$576
Fort Bend County	$1,506,719
Fort Stockton	$4,411
Fort Worth	$2,120,790
Franklin	$3,931
Franklin County	$25,783
Frankston	$274
Fredericksburg	$56,486
Freeport	$72,973
Freer	$3,271
Freestone County	$50,495
Friendswood	$140,330
Frio County	$19,954
Friona	$2,848
Frisco	$405,309
Fritch	$4,548
Frost	$321
Fruitvale	$2,344
Fulshear	$5,272
Fulton	$1,602
Gaines County	$54,347
Gainesville	$153,980
Galena Park	$13,093
Gallatin	$1,253
Galveston	$488,187
Galveston County	$1,124,093
San Elizario	$7,831
San Felipe	$1,498
San Jacinto County	$197,398
San Juan	$28,845
San Leanna	$36
San Marcos	$325,688
San Patricio	$4,213
San Patricio County	$271,916
San Perlita	$2,219
San Saba	$10,057
San Saba County	$17,562
Sanctuary	$17
Sandy Oaks	$9,863
Sandy Point	$1,637
Sanford	$308
Sanger	$22,237
Sansom Park	$223
Santa Anna	$329
Santa Clara	$87
Santa Fe	$33,272
Santa Rosa	$2,138
Savoy	$2,349
Schertz	$60,110
Schleicher County	$5,695
Schulenburg	$2,560
Scotland	$148
Scottsville	$708
Scurry	$1,110
Scurry County	$73,116
Seabrook	$30,270
Seadrift	$991
Seagoville	$17,106
Seagraves	$7,531
Sealy	$20,637
Seguin	$376,538
Selma	$22,429
Seminole	$16,092
Seven Oaks	$3,917
Seven Points	$7,452
Seymour	$14,218

Ganado	$5,510
Garden Ridge	$11,351
Garland	$420,244
Garrett	$2,510
Garrison	$3,555
Gary City	$450
Garza County	$8,944
Gatesville	$26,994
George West	$6,207
Georgetown	$225,896
Gholson	$1,505
Giddings	$12,674
Gillespie County	$63,191
Gilmer	$33,951
Gladewater	$24,638
Glasscock County	$1,000
Glen Rose	$540
Glenn Heights	$16,593
Godley	$3,115
Goldsmith	$677
Goldthwaite	$1,225
Goliad	$3,563
Goliad County	$34,660
Golinda	$100
Gonzales	$14,882
Gonzales County	$33,230
Goodlow	$221
Goodrich	$9,643
Gordon	$365
Goree	$749
Gorman	$3,107
Graford	$23
Graham	$235,428
Granbury	$71,735
Grand Prairie	$445,439
Grand Saline	$36,413
Grandfalls	$65
Grandview	$6,600
Granger	$2,741
Granite Shoals	$11,834
Shackelford County	$1,288
Shady Shores	$594
Shallowater	$1,907
Shamrock	$4,328
Shavano Park	$3,178
Shelby County	$109,925
Shenandoah	$47,122
Shepherd	$147
Sherman	$330,585
Sherman County	$7,930
Shiner	$4,042
Shoreacres	$958
Silsbee	$66,442
Silverton	$14
Simonton	$1,906
Sinton	$23,658
Skellytown	$400
Slaton	$154
Smiley	$655
Smith County	$758,961
Smithville	$17,009
Smyer	$300
Snook	$1,422
Snyder	$9,018
Socorro	$11,125
Somerset	$1,527
Somervell County	$57,076
Somerville	$3,806
Sonora	$7,337
Sour Lake	$17,856
South Houston	$25,620
South Mountain	$154
South Padre Island	$30,629
Southlake	$70,846
Southmayd	$7,096
Southside Place	$885
Spearman	$14,000
Splendora	$7,756
Spofford	$7
Spring Valley Village	$16,404

Granjeno	$43
Grapeland	$7,287
Grapevine	$129,195
Gray County	$65,884
Grays Prairie	$17
Grayson County	$539,083
Greenville	$203,112
Gregg County	$243,744
Gregory	$4,697
Grey Forest	$474
Grimes County	$94,878
Groesbeck	$5,745
Groom	$965
Groves	$40,752
Groveton	$8,827
Gruver	$1,166
Guadalupe County	$146,824
Gun Barrel City	$36,302
Gunter	$4,609
Gustine	$34
Hackberry	$94
Hale Center	$6,042
Hale County	$79,150
Hall County	$8,933
Hallettsville	$6,895
Hallsburg	$272
Hallsville	$10,239
Haltom City	$71,800
Hamilton	$3,581
Hamilton County	$66,357
Hamlin	$4,656
Hansford County	$16,416
Happy	$327
Hardeman County	$15,219
Hardin	$100
Hardin County	$379,800
Harker Heights	$113,681
Harlingen	$165,429
Harris County	$14,966,202
Harrison County	$185,910
Springlake	$3
Springtown	$14,244
Spur	$427
St. Hedwig	$111
St. Jo	$7,360
St. Paul	$21
Stafford	$75,145
Stagecoach	$3,036
Stamford	$398
Stanton	$3,838
Staples	$19
Star Harbor	$151
Starr County	$99,896
Stephens County	$35,244
Stephenville	$83,472
Sterling City	$62
Sterling County	$939
Stinnett	$4,097
Stockdale	$741
Stonewall County	$1,822
Stratford	$8,378
Strawn	$987
Streetman	$5
Sudan	$32
Sugar Land	$321,561
Sullivan City	$6,121
Sulphur Springs	$124,603
Sun Valley	$4
Sundown	$2,592
Sunnyvale	$3,248
Sunray	$2,571
Sunrise Beach Village	$2,083
Sunset Valley	$9,425
Surfside Beach	$6,530
Sutton County	$6,541
Sweeny	$4,503
Sweetwater	$68,248
Swisher County	$7,251
Taft	$5,861
Tahoka	$430

Hart	$86
Hartley County	$786
Haskell	$10,829
Haskell County	$22,011
Haslet	$1,908
Hawk Cove	$674
Hawkins	$7,932
Hawley	$931
Hays	$506
Hays County	$529,489
Hearne	$16,824
Heath	$28,751
Hebron	$687
Hedley	$70
Hedwig Village	$13,067
Helotes	$15,790
Hemphill	$8,035
Hemphill County	$14,394
Hempstead	$21,240
Henderson	$59,966
Henderson County	$327,965
Henrietta	$2,720
Hereford	$20,423
Hewitt	$19,776
Hickory Creek	$16,510
Hico	$5,534
Hidalgo	$26,621
Hidalgo County	$1,253,103
Hideaway	$922
Higgins	$43
Highland Haven	$320
Highland Park	$43,383
Highland Village	$50,315
Hill Country Village	$6,485
Hill County	$127,477
Hillcrest	$5,345
Hillsboro	$46,609
Hilshire Village	$859
Hitchcock	$28,796
Hockley County	$46,407
Talco	$372
Talty	$9,124
Tarrant County	$6,171,159
Tatum	$972
Taylor	$57,945
Taylor County	$351,078
Taylor Lake Village	$412
Taylor Landing	$153
Teague	$1,714
Tehuacana	$12
Temple	$280,747
Tenaha	$4,718
Terrell	$148,706
Terrell County	$5,737
Terrell Hills	$9,858
Terry County	$25,423
Texarkana	$192,094
Texas City	$298,702
Texhoma	$156
Texline	$865
The Colony	$114,297
The Hills	$1,004
Thompsons	$1,897
Thorndale	$1,595
Thornton	$270
Thorntonville	$87
Thrall	$825
Three Rivers	$4,669
Throckmorton	$29
Throckmorton County	$5,695
Tiki Island	$2,178
Timbercreek Canyon	$369
Timpson	$12,642
Tioga	$2,390
Tira	$185
Titus County	$70,611
Toco	$4
Todd Mission	$1,680
Tolar	$2,369
Tom Bean	$2,293

Holiday Lakes	$1,795
Holland	$77
Holliday	$5,910
Hollywood Park	$9,424
Hondo	$115,288
Honey Grove	$7,196
Hood County	$292,105
Hooks	$2,702
Hopkins County	$149,518
Horizon City	$7,520
Horseshoe Bay	$48,173
Houston County	$78,648
Houston	$7,021,793
Howard County	$89,330
Howardwick	$84
Howe	$9,177
Hubbard	$3,635
Hudson	$6,840
Hudson Oaks	$15,637
Hudspeth County	$985
Hughes Springs	$4,442
Humble	$73,952
Hunt County	$309,851
Hunters Creek Village	$14,708
Huntington	$8,792
Huntsville	$80,373
Hurst	$99,187
Hutchins	$9,551
Hutchinson County	$74,630
Hutto	$38,346
Huxley	$738
Idalou	$1,999
Impact	$8
Indian Lake	$473
Industry	$604
Ingleside on the Bay	$142
Ingleside	$40,487
Ingram	$5,243
Iola	$3,164
Iowa Colony	$4,090
Tom Green County	$282,427
Tomball	$34,620
Tool	$14,787
Toyah	$40
Travis County	$4,703,473
Trent	$63
Trenton	$3,089
Trinidad	$5,859
Trinity	$23,652
Trinity County	$105,766
Trophy Club	$29,370
Troup	$7,918
Troy	$5,320
Tulia	$8,911
Turkey	$737
Tuscola	$138
Tye	$1,766
Tyler	$723,829
Tyler County	$131,743
Uhland	$1,545
Uncertain	$185
Union Grove	$994
Union Valley	$666
Universal City	$28,428
University Park	$50,833
Upshur County	$128,300
Upton County	$8,499
Uvalde	$18,439
Uvalde County	$36,244
Val Verde County	$117,815
Valentine	$207
Valley Mills	$2,228
Valley View	$1,824
Van	$6,206
Van Alstyne	$43,749
Van Horn	$211
Van Zandt County	$248,747
Vega	$974
Venus	$9,792
Vernon	$81,337

Iowa Park	$23,487
Iraan	$56
Iredell	$216
Irion County	$9,105
Irving	$427,818
Italy	$5,349
Itasca	$8,694
Ivanhoe	$26
Jacinto City	$14,141
Jack County	$14,799
Jacksboro	$23,254
Jackson County	$37,984
Jacksonville	$80,179
Jamaica Beach	$4,913
Jarrell	$2,423
Jasper	$78,422
Jasper County	$248,855
Jayton	$63
Jeff Davis County	$8,500
Jefferson	$11,194
Jefferson County	$756,614
Jersey Village	$36,347
Jewett	$9,338
Jim Hogg County	$12,718
Jim Wells County	$166,539
Joaquin	$810
Johnson City	$3,581
Johnson County	$408,692
Jolly	$26
Jones County	$22,001
Jones Creek	$5,078
Jonestown	$6,419
Josephine	$881
Joshua	$20,619
Jourdanton	$9,600
Junction	$4,825
Justin	$8,575
Karnes City	$11,632
Karnes County	$35,249
Katy	$52,467
Victoria	$84,598
Victoria County	$520,886
Vidor	$95,620
Vinton	$622
Volente	$333
Von Ormy	$513
Waco	$512,007
Waelder	$3,427
Wake Village	$174
Walker County	$184,624
Waller County	$126,206
Waller	$11,295
Wallis	$2,698
Walnut Springs	$183
Ward County	$67,920
Warren City	$66
Washington County	$83,727
Waskom	$5,346
Watauga	$33,216
Waxahachie	$152,094
Weatherford	$207,872
Webb County	$505,304
Webberville	$1,280
Webster	$53,202
Weimar	$5,830
Weinert	$234
Weir	$443
Wellington	$9,111
Wellman	$383
Wells	$1,357
Weslaco	$73,949
West	$3,522
West Columbia	$17,958
West Lake Hills	$17,056
West Orange	$42,452
West Tawakoni	$6,995
West University Place	$34,672
Westbrook	$43
Westlake	$41,540
Weston	$266

Kaufman	$27,607
Kaufman County	$353,047
Keene	$38,296
Keller	$79,189
Kemah	$28,325
Kemp	$6,419
Kempner	$330
Kendall County	$100,643
Kendleton	$13
Kenedy	$676
Kenedy County	$1,000
Kenefick	$416
Kennard	$132
Kennedale	$21,024
Kent County	$939
Kerens	$1,924
Kermit	$5,652
Kerr County	$218,452
Kerrville	$190,357
Kilgore	$105,583
Killeen	$535,650
Kimble County	$20,480
King County	$1,000
Kingsville	$20,083
Kinney County	$2,142
Kirby	$8,752
Kirbyville	$10,690
Kirvin	$2
Kleberg County	$124,109
Knollwood	$1,160
Knox City	$1,962
Knox County	$11,730
Kosse	$2,468
Kountze	$19,716
Kress	$186
Krugerville	$1,508
Krum	$9,661
Kurten	$686
Kyle	$51,835
La Feria	$10,381
Weston Lakes	$189
Westover Hills	$4,509
Westworth Village	$7,842
Wharton	$31,700
Wharton County	$72,887
Wheeler	$447
Wheeler County	$26,273
White Deer	$1,273
White Oak	$15,305
White Settlement	$23,304
Whiteface	$155
Whitehouse	$29,017
Whitesboro	$18,932
Whitewright	$7,098
Whitney	$73
Wichita County	$552,371
Wichita Falls	$832,574
Wickett	$87
Wilbarger County	$55,124
Willacy County	$24,581
Williamson County	$1,195,987
Willis	$24,384
Willow Park	$26,737
Wills Point	$43,765
Wilmer	$426
Wilson	$12
Wilson County	$121,034
Wimberley	$724
Windcrest	$12,908
Windom	$1,087
Windthorst	$3,385
Winfield	$290
Wink	$120
Winkler County	$61,163
Winnsboro	$28,791
Winona	$319
Winters	$6,229
Wise County	$289,074
Wixon Valley	$441
Wolfe City	$5,466

La Grange	$9,623	Wolfforth	$4,022
La Grulla	$1,708	Wood County	$267,048
La Joya	$8,457	Woodbranch	$9,617
La Marque	$98,930	Woodcreek	$358
La Porte	$91,532	Woodloch	$1,012
La Salle County	$14,975	Woodsboro	$1,130
La Vernia	$3,217	Woodson	$122
La Villa	$572	Woodville	$20,340
La Ward	$321	Woodway	$25,713
LaCoste	$159	Wortham	$376
Lacy-Lakeview	$11,599	Wylie	$114,708
Ladonia	$2,011	Yantis	$2,072
Lago Vista	$13,768	Yoakum County	$34,924
Laguna Vista	$3,689	Yoakum	$20,210
Lake Bridgeport	$232	Yorktown	$5,447
Lake City	$2,918	Young County	$44,120
Lake Dallas	$25,314	Zapata County	$56,480
Lake Jackson	$75,781	Zavala County	$38,147
Lake Tanglewood	$613	Zavalla	$1,088
Lake Worth	$20,051		

EXHIBIT C

Exhibit C: TX Opioid Council & Health Care Region Allocations plus Administrative Costs
70% of Total ($700 million)

Health Care Region Allocation*: $693 million; Administrative Costs: $7 million

Region	Counties in Health Care Region	Allocation
1	Anderson, Bowie, Camp, Cass, Cherokee, Delta, Fannin, Franklin, Freestone, Gregg, Harrison, Henderson, Hopkins, Houston, Hunt, Lamar, Marion, Morris, Panola, Rains, Red, River, Rusk, Smith, Titus, Trinity, Upshur, Van, Zandt, Wood	$38,223,336
2	Angelina, Brazoria, Galveston, Hardin, Jasper, Jefferson, Liberty, Nacogdoches, Newton, Orange, Polk, Sabine, San Augustine, San Jacinto, Shelby, Tyler	$54,149,215
3	Austin, Calhoun, Chambers, Colorado, Fort Bend, Harris, Matagorda, Waller, Wharton	$120,965,680
4	Aransas, Bee, Brooks, De Witt, Duval, Goliad, Gonzales, Jackson, Jim Wells, Karnes, Kenedy, Kleberg, Lavaca, Live Oak, Nueces, Refugio, San Patricio, Victoria	$27,047,477
5	Cameron, Hidalgo, Starr, Willacy	$17,619,875
6	Atascosa, Bandera, Bexar, Comal, Dimmit, Edwards, Frio, Gillespie, Guadalupe, Kendall, Kerr, Kinney, La Salle, McMullen, Medina, Real, Uvalde, Val Verde, Wilson, Zavala	$68,228,047
7	Bastrop, Caldwell, Fayette, Hays, Lee, Travis	$50,489,691
8	Bell, Blanco, Burnet, Lampasas, Llano, Milam, Mills, San Saba, Williamson	$24,220,521
9	Dallas, Kaufman	$66,492,094
10	Ellis, Erath, Hood, Johnson, Navarro, Parker, Somervell, Tarrant, Wise	$65,538,414
11	Brown, Callahan, Comanche, Eastland, Fisher, Haskell, Jones, Knox, Mitchell, Nolan, Palo Pinto, Shackelford, Stephens, Stonewall, Taylor	$9,509,818
12	Armstrong, Bailey, Borden, Briscoe, Carson, Castro, Childress, Cochran, Collingsworth, Cottle, Crosby, Dallam, Dawson, Deaf Smith, Dickens, Donley, Floyd, Gaines, Garza, Gray, Hale, Hall, Hansford, Hartley, Hemphill, Hockley, Hutchinson, Kent, King, Lamb, Lipscomb, Lubbock, Lynn, Moore, Motley, Ochiltree, Oldham, Parmer, Potter, Randall, Roberts, Scurry, Sherman, Swisher, Terry, Wheeler, Yoakum	$23,498,027
13	Coke, Coleman, Concho, Crockett, Irion, Kimble, Mason, McCulloch, Menard, Pecos, Reagan, Runnels, Schleicher, Sterling, Sutton, Terrell, Tom Green	$5,195,605
14	Andrews, Brewster, Crane, Culberson, Ector, Glasscock, Howard, Jeff Davis, Loving, Martin, Midland, Presidio, Reeves, Upton, Ward, Winkler	$12,124,354
15	El Paso, Hudspeth	$17,994,285
16	Bosque, Coryell, Falls, Hamilton, Hill, Limestone, McLennan	$9,452,018
17	Brazos, Burleson, Grimes, Leon, Madison, Montgomery, Robertson, Walker, Washington	$23,042,947
18	Collin, Denton, Grayson, Rockwall	$39,787,684
19	Archer, Baylor, Clay, Cooke, Foard, Hardeman, Jack, Montague, Throckmorton, Wichita, Wilbarger, Young	$12,665,268
20	Jim Hogg, Maverick, Webb, Zapata	$6,755,656
	Administrative Costs	$7,000,000

* Each Region shall reserve 25% of its allocation for Targeted Funds under the guidelines of Exhibit A.

BASTROPTX
Heart of the Lost Pines / Est. 1832

STAFF REPORT

MEETING DATE: September 23, 2025

TITLE:

Consider and act on Resolution No. R-2025-169 authorizing participation with the State of Texas, through the Office of the Attorney General, in the latest global opioid settlements (including Purdue/Sackler and secondary manufacturer settlements), approving settlement participation and release forms, and authorizing the City Manager to execute all related documents.

AGENDA ITEM SUBMITTED BY:

Submitted by: Michael Muscarello, City Secretary

BACKGROUND/HISTORY:

The opioid epidemic has created a significant public health crisis across the United States, resulting in thousands of deaths annually and imposing substantial costs on municipalities through law enforcement, emergency response, court systems, public health services, and social programs.

The State of Texas, through the Office of the Attorney General (OAG), has pursued claims against manufacturers, distributors, pharmacies, and related entities responsible for the improper marketing and distribution of opioids.

Texas has reached several global settlements, including agreements with **Purdue Pharma and the Sackler family**, as well as with a group of **generic or "secondary" opioid manufacturers** (Alvogen, Amneal, Apotex, Hikma, Indivior, Mylan, Sun, Zydus, and others). These settlements are in addition to prior agreements with distributors and retail pharmacies.

Under the **Texas Opioid Abatement Fund Council and Settlement Allocation Term Sheet ("Texas Term Sheet")**, political subdivisions such as cities may participate in these settlements by executing Subdivision Participation and Release Forms. Doing so allows local governments to receive their share of settlement proceeds, which must be used for approved opioid abatement purposes (e.g., prevention, treatment, recovery, enforcement, and public education).

Recent settlements include:

- A **$286.58 million Purdue/Sackler settlement** available to Texas, contingent on subdivision participation.
- A **$720 million "secondary manufacturers" settlement**, from which Texas and its subdivisions may receive approximately $45.5 million, contingent upon timely opt-in.

The deadline for subdivisions to submit signed participation forms for these settlements is **September 30, 2025**.

The City of Bastrop previously adopted resolutions supporting earlier opioid settlements and allocation methods under the Texas Term Sheet. Participation in the new settlements ensures Bastrop is eligible for its share of funds to offset opioid-related expenditures and fund prevention and recovery initiatives.

FISCAL IMPACT:

The total amount allocated to the City of Bastrop will depend on statewide participation rates and formulas adopted under the Texas Term Sheet which is an estimated $46,320.00 as indicated on page 3.

RECOMMENDATION:

Staff recommends **approval of Resolution No. R-2025-169**, authorizing the City of Bastrop to participate in the Purdue/Sackler and secondary manufacturer opioid settlements, and delegating authority to the City Manager to execute all related participation and release forms on behalf of the City.

ATTACHMENTS:

- Proposed Resolution
- Texas Term Sheet

RESOLUTION NO. R-2025-169

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, AUTHORIZING PARTICIPATION WITH THE STATE OF TEXAS, THROUGH THE OFFICE OF THE ATTORNEY GENERAL, IN THE LATEST GLOBAL OPIOID SETTLEMENTS (INCLUDING PERDUE/SACKLER AND SECONDARY MANUFACTURER SETTLEMENTS), APPROVING SETTLEMENT PARTICIPATION & RELEASE FORMS SUBMISSION; AND AUTHORIZING THE CITY MANAGER TO EXECUTE ALL RELATED DOCUMENTS

WHEREAS, the City of Bastrop has obtained information indicating that drug manufacturers, certain generic opioid manufacturers, distributors, pharmacies, and related entities (collectively, "Defendants") engaged in marketing and/or distribution practices that have contributed to the opioid epidemic, resulting in addiction, overdose, and substantial public health and financial burdens on municipalities;

WHEREAS, the State of Texas, through its Office of the Attorney General, has entered into a series of global opioid settlement agreements with entities including Purdue Pharma and the Sackler family, as well as agreements with several generic opioid manufacturers (e.g., Alvogen, Amneal, Apotex, Hikma, Indivior, Mylan, Sun, Zydus), among others, to resolve many such claims.

WHEREAS, under the Texas Term Sheet and related agreements, political subdivisions (such as cities) may participate in these settlements by executing Subdivision Participation and Release Forms or equivalent documents, which enables them to receive their proportionate share of settlement proceeds allocated to subdivisions under state law.

WHEREAS, recent opioid settlements in Texas include a new $720 million settlement with eight drug manufacturers (generic manufacturers) from which the State and its subdivisions may receive up to ~$45.5 million, contingent on local governments opting in.

WHEREAS, the settlement with Purdue Pharma and the Sackler family allocates approximately $286.58 million to Texas, contingent on subdivision participation, and there is a deadline (September 30, 2025) for subdivisions to execute the required Participation and Release Forms in order to qualify.

WHEREAS, the City of Bastrop previously joined earlier global opioid settlements, affirmed the Texas Opioid Abatement Fund Council structure, and adopted resolution(s) recognizing the Texas Term Sheet, and now desires to participate in the new and additional settlement opportunities to help offset the City's opioid-related expenditures and support remedial and prevention efforts in the community;

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

SECTION 1. The City Council incorporates the foregoing recitals as findings and makes them part of this resolution for all purposes.

SECTION 2. The City hereby agrees to participate in the Purdue / Sackler Direct Settlement, as well as the Secondary Manufacturers (generic manufacturer) settlements, and any additional opioid settlement opportunities endorsed and negotiated by the State of Texas and the Office of the Attorney General, governed under the Texas Term Sheet and related rules.

SECTION 3. The City Manager is authorized to execute, on behalf of the City, the Subdivision Participation & Release Form(s) (or equivalent documents), including those required for:

a. The Purdue / Sackler settlement (Governmental Entity Direct Settlement Agreement "GESA" or equivalent) pertaining to the Purdue Pharma / Sackler family;

b. The Generic / Secondary Manufacturer settlements (Alvogen, Amneal, Apotex, Hikma, Indivior, Mylan, Sun, Zydus, etc.) under the Texas settlement regime;

c. Any other necessary instruments, releases, and documentation required to effectuate participation in or receipt of settlement funds under those agreements.

SECTION 4. The City supports the allocation method for opioid settlement proceeds as set forth in the Texas Term Sheet, including that subdivisions which opt in receive their share of subdivision-allocated funds, and that use of these funds will conform with legal requirements (abatement, prevention, treatment, research, etc.).

SECTION 5. The City acknowledges that there is a deadline (as established by the State) for submitting the Participation and Release Forms — notably September 30, 2025 — and commits to meet all deadlines to ensure eligibility for settlement proceeds.

SECTION 6. The City finds that there is a substantial need to repay past opioid-related expenditures and to fund programs to abate opioid harms, including prevention, treatment, overdose response, data collection, and enforcing restrictions on marketing, in Bastrop and across Texas.

SECTION 7. The City Manager is hereby authorized and directed to take all actions necessary, and sign all required documents, to facilitate the City's participation in the aforementioned global and state settlements, including any future opioid settlement(s) negotiated by the Texas Attorney General that require subdivision participation.

SECTION 8. This Resolution shall be effective immediately upon its passage and shall remain in force until all required participation documents are submitted, or until further action by the Council, whichever occurs first.

DULY RESOLVED AND ADOPTED by the City Council of the City of Bastrop this 23rd day of September 2025.

APPROVED:

_____
Ishmel Harris, Mayor

ATTEST:

_____
Michael Muscarello, City Secretary

APPROVED AS TO FORM:

_____
Denton Navarro Rocha Bernal & Zech, P.C.

STAFF REPORT

MEETING DATE: September 23, 2025

TITLE:
Consider and act to approve the Bastrop City Council minutes from the August 19, 2025, Special Meeting, the September 3, 2025, Town Hall Meeting, and the September 9, 2025, Regular Meeting.

AGENDA ITEM SUBMITTED BY:
Victoria Psencik, Assistant City Secretary

BACKGROUND/HISTORY:
N/A

FISCAL IMPACT:
N/A

RECOMMENDATION:
Approve the Bastrop City Council minutes from the August 19, 2025, Special Meeting, the September 3, 2025, Town Hall Meeting, and the September 9, 2025, Regular Meeting.

ATTACHMENTS:
- DRAFT August 19 Special Meeting
- Exhibit A – August 19 Special Meeting
- DRAFT September 3 Town Hall Meeting
- DRAFT September 9 Regular Meeting

CITY OF BASTROP

BASTROP CITY COUNCIL

SPECIAL CITY COUNCIL MEETING MINUTES

Tuesday, August 19, 2025

The Bastrop City Council met in a Special Meeting at 5:30 p.m. on Tuesday, August 19, 2025, at the Bastrop City Hall Council Chambers, 1311 Chestnut Street, Bastrop, Texas, with the following action taken to wit:

Council Members Present
Mayor Ishmael Harris
Mayor Pro-Tem John Kirkland
Council Member Cynthia Meyer
Council Member Kerry Fossler
Council Member Perry Lowe
Council Member Kevin Plunkett

Staff Present
City Manager Sylvia Carrillo-Trevino
Assistant City Manager Andres Rosales
City Secretary Michael Muscarello
Assistant City Secretary Victoria Psencik
Assistant to the City Manager Vivianna Andres
Finance Director Judy Sandroussi
Assistant Finance Director Laura Allen
Main Street Manager Michaela Joyce
Development Services Director James Cowey
Police Lieutenant Daniel McManus
Digital Media Specialist Rick Gullikson
Fleet & Facilities Manager Doug Haggerty
Water & Wastewater Director Curtis Hancock
Bastrop Power & Light Director Curtis Ervin
Human Resources Director Tanya Cantrell
Planner I Alondra Macias
Senior Planner Brittany Epling
Project Coordinator Nicole Peterson
Utility Billing/Customer Service Supervisor Christina Davis
Engineering Project Manager Sinem Aka Mudun
Engineering Project Manager Elizabeth Wick

1. CALL TO ORDER

With a quorum present, Mayor Harris called the Special City Council Meeting to order at 5:33 p.m.

2. PLEDGE OF ALLEGIANCE – United States of America and Texas Flags

Mayor Harris led the Pledge of Allegiance.

3. INVOCATION

Council Member Lowe delivered the Invocation.

4. PRESENTATIONS

4A. **Budget Workshop – Review Proposed FY 2025-2026 Budget.**

Submitted and Presented by: Sylvia Carrillo-Trevino, ICMA-CM, CPM, City Manager.

5. CITIZEN COMMENT(S)

Citizen(s) that did not speak to City Council but submitted a comment on an item, not on the agenda: Kristen Rollins (Lucko), Romonda Watley, David Juarez, and Neil Myers.

Citizen(s) addressing the City Council on an item, not on the agenda: Dr. Renee Cervantes, Gilbert Cervantes, Wesley King, and Cecilia Serna.

6. CONSENT AGENDA

Mayor Harris called for requests to remove any item from the Consent Agenda for separate discussion. Council Member Fossler requested that Item 6A be removed.

* * * * *

6A. **Consider and act on the second reading of Ordinance No. 2025-65 authorizing the City Manager to sell the City-owned property located at 1808 Jasper Street, Bastrop, Texas, for the amount of $210,000.00.**

Submitted and Presented by: Sylvia Carrillo-Trevino, ICMA-CM, CPM, City Manager

MOTION: Council Member Fossler moved to approve the second reading of Ordinance No. 2025-65 with two additional stipulations to the 1808 Jasper St Contract – "restriction of 36 months to start construction" and "not be assignable". Council Member Plunkett seconded the motion. Motion carried unanimously.

* * * * *

7. EXECUTIVE SESSION

Before convening into Executive Session, Council Member Fossler announced that she has submitted a Conflict-of-Interest Statement to recuse herself from Item 7A, which is attached as Exhibit A.

Mayor Harris closed the Open Meeting to convene the City Council into Executive (Closed) Session at 6:56 p.m. pursuant to Texas Government Code, Chapter 551 as follows:

7A. **Section 551.071 to seek the advice of legal counsel regarding North End Prairie.**

7B. **Section 551.071 to seek the advice of legal counsel regarding possible legal action regarding waste services.**

Mayor Harris reconvened the City Council into the Open Session at 7:46 p.m. and called for any action as a result of the Executive Session.

DRAFT

No action was taken on Items 7A and 7B.

8. ITEMS FOR INDIVIDUAL CONSIDERATION

Council Member Fossler submitted a Conflict-of-Interest Statement to recuse herself from Item 8A, which is attached as Exhibit A.

8A. **Consider and act on an appeal regarding vested rights by a development known as North End Prairie per Article 1. 20.015 of the Bastrop Code of Ordinances.**

Submitted by: Sylvia Carrillo-Trevino, ICMA-CM, CPM, City Manager

Item 8A was presented by Terry Irion with Sprouse Shrader Smith PLLC, attorney representing the applicants, Jodie Smith and Tom Leibowitz.

Citizen Comments submitted specifically for Item 8A that **did not** speak: Marilyn/JB Kuhn, Lori Plimpton, Barbara Coy, Rebecca Schaefer, Nancy Leos, Larry Albers, Katherine Albers, Elaine Weiss, Victoria Leal, Alexis Castillo, Isabel Leal (comment submitted but not announced), and Ray Leal (comment submitted but not announced).

Citizen Comments submitted specifically for Item 8A that **did** speak: Melinda Larson, Cheryl Kruckeberg, Pablo Serna, Heather Greene, Jerod Hruska, and Cecilia Serna.

MOTION: Council Member Meyer moved to deny the appeal of North End Prairie. Council Member Plunkett seconded the motion. Motion carried 4-0 with Council Member Fossler recused from the vote.

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

No action was taken on Executive Session Items 7A and 7B.

10. ADJOURNMENT

Upon receiving a motion duly made and seconded to adjourn, the August 19th Special City Council Meeting was adjourned at 8:34 p.m.

CITY OF BASTROP, TEXAS

_____

Ishmael Harris, Mayor

ATTEST:

_____

Victoria Psencik, Assistant City Secretary

DRAFT

EXHIBIT A

CONFLICT OF INTEREST STATEMENT

I, Kerry L. Fossler [printed name of affiant], a local public official of the City of Bastrop, Texas (the City), make this affidavit and hereby on oath state the following:

Action being contemplated by the (please circle) **City Council** or **Board/Commission** at the 8/19/2025 Meeting, Agenda Item 7A & 8A may have an effect on a business entity or real property in which I have an interest. Such interest may be a "substantial interest" as that term is defined in Chapter 171 of the Texas Local Government Code. ~~The action being contemplated may have a special economic effect on the business entity or real property distinguishable from the effect on the public.~~ Not applicable for Bastrop Code of Ethics

1. The business entity or real property in which I have an interest is described as follows ***(name; address; or lot description)***: 2nd degree relative (sibling) ownership of: Farm Lot, BLOCK 13 E M ST, ACRES 3.962 (Property ID 126740), PECAN STREET BASTROP LLC, HOMES FOR GOOD FOUNDATION

2. The nature and extent of my interest in the business entity or real property is herein described by stating that either I or a person related to me in the ~~first degree~~ second degree by consanguinity ***(blood)*** or affinity ***(marriage)***, as determined by Chapter 573 of the Texas Government Code ***(check all that apply)***:

   - [X] own 10% or more of the voting stock or shares of the business entity;
   - [X] own 10% or more of the fair market value of the business entity;
   - [X] own $15,000 or more of the fair market value of the business entity; and/or
   - [ ] received funds that exceed 10% of gross income for the previous year;
   - [X] has an equitable or legal ownership in real property with a fair market value of $2,500 or more.

3. Alternatively, even if I do not have a "substantial interest" as defined by Chapter 171 of the Texas Local Government Code, I am filing this affidavit so to avoid the appearance of impropriety. My interest may be described as follows:

I do not personally have a "substantial interest" in the disclosed entities and property, but relatives within the 3rd degree (as defined in the Bastrop Code of Ethics) have a P3 development/subdivision matter pending matter before city staff, with original application filed on 8/08/2022. I am disclosing and recusing myself from Executive Session Item 7A and Individual Consideration 8A because it is specific to their property. This disclosure includes the previous calendar year, and up to any future date at which the pending matter might come before City Council.

*** AFFIDAVIT ***

Upon the filing of this affidavit with the City/Board Secretary, I affirm that I shall abstain from any discussion, vote, or decision involving this business entity or real property unless a majority of the members of the governmental entity of which I am a member is likewise required to file and has filed affidavits declaring similar interests on the same official action.

SIGNED this 19th day of August 2025.

Signature of Affiant

SWORN TO AND SUBSCRIBED BEFORE ME on this the 19th day of August, 2025.

Michael Muscarello
Notary Public in and for the State of Texas
My Commission Expires: August 2, 2026

MICHAEL MARK MUSCARELLO
My Notary ID # 126340228
Expires August 2, 2026

FORM: Conflict of Interest
City Secretary 9_2024

CITY OF BASTROP

BASTROP CITY COUNCIL

CITY COUNCIL TOWN HALL MINUTES

Wednesday, September 3, 2025

The Bastrop City Council met in a Town Hall Meeting at 6:00 p.m. on Wednesday, September 3, 2025, at the Bastrop City Hall Council Chambers, 1311 Chestnut Street, Bastrop, Texas, with the following action taken to wit:

Council Members Present
Mayor Ishmael Harris
Mayor Pro-Tem John Kirkland
Council Member Cynthia Meyer
Council Member Kerry Fossler
Council Member Perry Lowe
Council Member Kevin Plunkett

Staff Present
City Manager Sylvia Carrillo-Trevino
Assistant City Manager Andres Rosales
City Secretary Michael Muscarello
Assistant City Secretary Victoria Psencik
Assistant to the City Manager Vivianna Andres
Main Street Manager Michaela Joyce
Development Services Director James Cowey
Police Chief Vicky Steffanic
Public Information Manager Colin Guerra
Fleet & Facilities Manager Doug Haggerty
Senior Planner Brittany Epling
Parks & Recreation Director Jason Alfaro

1. CALL TO ORDER
With a quorum present, Mayor Harris called the City Council Town Hall Meeting to order at 6:00 p.m.

2. PLEDGE OF ALLEGIANCE – United States of America and Texas Flags
Mayor Harris led the Pledge of Allegiance.

3. INVOCATION
Mayor Pro Tem Kirkland delivered the Invocation.

5. PRESENTATIONS

5A. **Presentation regarding the Parks and Recreation Master Plan for Mayfest Park and Rodeo Arena.**

Presented by: Sylvia Carrillo-Trevino, ICMA-CM, CPM, City Manager.

4. CITIZEN COMMENT(S)
Citizen(s) addressing the City Council on an item on the agenda: Margaret Staton, Taylor Homuth, Coy Williams, Cicely Hall, Deborah Jones, Jimmy Crouch, Phyllis Mathison, Chris Kirby, Carlos Liriano, and Linda Waxman.

6. ITEMS FOR INDIVIDUAL CONSIDERATION

6A. **Discuss and potentially provide direction to the City Manager to bring back items of importance related to the Parks and Recreation Master Plan for Mayfest Park and Rodeo Arena.**

MOTION: Council Member Meyer moved to direct the City Manager and city staff to consider all the comments regarding the Rodeo Arena and Mayfest Park heard today (9/3/2025) with the survey input to come back with a comprehensive plan to develop and establish Mayfest Park and Rodeo Arena and have any necessary future meetings to complete the plan. Council Member Plunkett seconded the motion. Motion carried unanimously.

7. ADJOURNMENT

Upon receiving a motion duly made and seconded to adjourn, the September 3rd City Council Town Hall Meeting was adjourned at 7:31 p.m.

CITY OF BASTROP, TEXAS

_____

Ishmael Harris, Mayor

ATTEST:

_____

Victoria Psencik, Assistant City Secretary

DRAFT

CITY OF BASTROP

BASTROP CITY COUNCIL

REGULAR CITY COUNCIL MEETING MINUTES

Tuesday, September 9, 2025

The Bastrop City Council met in a Regular Meeting at 6:30 p.m. on Tuesday, September 9, 2025, at the Bastrop City Hall Council Chambers, 1311 Chestnut Street, Bastrop, Texas, with the following action taken to wit:

Council Members Present
Mayor Ishmael Harris
Mayor Pro-Tem John Kirkland
Council Member Cynthia Meyer
Council Member Kerry Fossler
Council Member Perry Lowe
Council Member Kevin Plunkett

Staff Present
City Manager Sylvia Carrillo-Trevino
Assistant City Manager / Fire Chief Andres Rosales
Assistant City Attorney Stan Springerley
City Secretary Michael Muscarello
Assistant City Secretary Victoria Psencik
Assistant to the City Manager Vivianna Andres
Development Services Director James Cowey
Police Chief Vicky Steffanic
Public Information Manager Colin Guerra
Senior Planner Brittany Epling
BEDC B.A.R.E. Manager Dori Kelley
Parks & Recreation Director

1. CALL TO ORDER
With a quorum present, Mayor Harris called the Regular City Council Meeting to order at 6:30 p.m.

2. PLEDGE OF ALLEGIANCE – United States of America and Texas Flags
Abby Burger and Sienna Alaniz, students with Bastrop High School BearTecs Robotics, led the Pledge of Allegiance.

3. INVOCATION
City of Bastrop Police Chaplain Ketrich Steger delivered the Invocation.

4. PRESENTATIONS

4A. **Mayor's Report**

4B. **Council Members' Report**

4C. **City Manager's Report**

A. Update on Mayfest Park Open House

B. Update on Bark Park and Park Amenities

C. Proposed amendment to bridge plans to add stairs down to the riverwalk.

D. Budget Update

Submitted and Presented by: Sylvia Carrillo-Trevino, ICMA-CM, CPM, City Manager

4D. **PROCLAMATION – Suicide Prevention Month**

The proclamation was read and signed by Mayor Ishmael Harris.

Citizen Comment submitted for Item 4D: Chrissy Depine

4E. **PROCLAMATION – National Preparedness Month**

The proclamation was read and signed by Mayor Ishmael Harris.

Citizen Comment submitted for Item 4D: Sheila Lowe, Executive Director of Bastrop County Long Term Recovery Team

4F. **PROCLAMATION – Senior Center Awareness**

The proclamation was read and signed by Mayor Ishmael Harris.

4G. **PROCLAMATION – Hispanic Heritage Day**

The proclamation was read and signed by Mayor Ishmael Harris.

4H. **Veteran's Memorial Art Call – Cultural Arts Commission**

Presented by: Michaela Joyce, Main Street Manager

5. WORK SESSIONS / BRIEFINGS – NONE

6. STAFF AND BOARD REPORTS – NONE

7. CITIZEN COMMENT(S)
Citizen(s) addressing the City Council on an item, not on the agenda: NONE.

8. CONSENT AGENDA

8A. **Consider and act on the second reading of Ordinance No. 2025-64, amending the Bastrop Code of Ordinances, Chapter 16 – Stormwater Drainage, Section 16.01.003 titled "Technical standards, design methods and procedures" and Section 16.01.008 titled "Maintenance agreement".**

Submitted by: Elizabeth Wick, CFM, Project Manager

8D. **Consider and act on Resolution No. R-2025-155, approving a permit request to the Texas Department of Transportation (TXDOT) for the closure of Chestnut Street for the Lost Pines Christmas parade.**

Submitted by: Vicky Steffanic, Chief of Police

8E. **Consider and act on resolution R-2025-134 amending the Acutronic performance agreement to include civil engineering services as a qualified reimbursable expense under the agreement.**

Submitted by: Sylvia Carrillo-Trevino, ICMA-CM, CPM, BEDC Interim Director

8F. **Consideration and act to approve Resolution No. R-2025-136 appointing Kerry Fossler the City of Bastrop representative to the Clean Air Coalition.**

Submitted by: Michael Muscarello, City Secretary

8G. **Consider and act to approve the Bastrop City Council minutes from the August 26, 2025, Regular Meeting.**

Submitted by: Victoria Psencik, Assistant City Secretary

Mayor Harris called for requests to remove any item from the Consent Agenda for separate discussion. Council Member Fossler requested Items 8B and 8C be removed.

* * * * *

8B. **Consider and act on Resolution No. R-2025-133, accepting a donation through the Lost Pines Art Center from Jeffrey Stayton & Maria Montoya Stayton in the amount of $7,725.00 (seven thousand seven hundred twenty-five dollars) for two concrete bases for the next two Bird Junction Sculptures.**

Submitted by: Michaela Joyce, Main Street Manager

MOTION: Council Member Fossler moved to approve Resolution No. R-2025-133 as presented. Council Member Plunkett seconded the motion. Motion carried unanimously.

* * * * *

8C. **Consider and act on Resolution No. R-2025-132, accepting a donation from Kathy Holberg in the amount of $950.00 (nine hundred fifty dollars) for the purchase of a flower pot to be placed in Downtown Bastrop.**

Submitted by: Michaela Joyce, Main Street Manager

MOTION: Council Member Fossler moved to approve Resolution No. R-2025-132 as presented. Council Member Lowe seconded the motion. Motion carried unanimously.

* * * * *

After the separate discussion of Consent Agenda Items 8B and 8C, the following motion was made:

MOTION: Mayor Pro-Tem Kirkland moved to approve the Consent Agenda as presented after Item 8A was read into the record by Mayor Harris and with the exclusion of Items 8B and 8C. Council Member Plunkett seconded the motion. Motion carried unanimously.

9. ITEMS FOR INDIVIDUAL CONSIDERATION

9A. **Consider and act on Resolution No. R-2025-154 in support of addressing food insecurity and strengthening local food pantries.**

Submitted and Presented by: Michael Muscarello, City Secretary

MOTION: Council Member Plunkett moved to approve Resolution No. R-2025-154 as presented. Council Member Meyer seconded the motion. Motion carried unanimously.

9B. **Conduct a public hearing, consider and act on the first reading of Ordinance No. 2025-67 for a Zoning Concept Scheme request to rezone the project site from P-EC Employment Center to Planned Development District ("PDD") with a base district of P4, for the area described as being 7.398 +/- acres out of the Steel Yard Subdivision, Lot 3, located at 2002 SH 95, Bastrop, TX 78602, within the city limits of Bastrop, Texas; and move to include on the September 23, 2025, Consent Agenda for the second reading.**

Submitted and Presented by: James E. Cowey, Director of Development Services

Mayor Harris opened the Public Hearing at 7:48 p.m. for the rezone of 7.398 +/- acres out of Steel Yard Subdivision, Lot 3, at 2002 SH 95 listed in Item 9B.

Public Hearing: Heather Greene, Chris Kirby, Katherine / Larry Albers (did not speak), and Shiva Shankar.

Mayor Harris closed the Public Hearing at 8:24 p.m. for the rezone of 7.398 +/- acres out of Steel Yard Subdivision, Lot 3, at 2002 SH 95 listed in Item 9B.

MOTION: Mayor Pro-Tem Kirkland moved to table Item 9B until the next regularly scheduled Council Meeting and discuss direction to staff immediately after the motion. Council Member Lowe seconded the motion. Motion carried unanimously.

9C. **Consider and act to approve the first reading of Ordinance No. 2025-66 amending the Code of Ordinances, related to Chapter 1.10 Titled "Parks" Article 1.10.002 Titled "Parks Rules" amending the content to allow use by all individuals; and move to include on September 23, 2025, Consent Agenda for second reading.**

Submitted and Presented by: Vicky Steffanic, Chief of Police

MOTION: Mayor Pro-Tem Kirkland moved to approve the first reading of Ordinance No. 2025-66 with "all individuals that are allowed by law" and to include on the September 23, 2025 agenda for the second reading. Council Member Meyer seconded the motion. Motion carried unanimously.

9D. **Consider and act on Resolution No. R-2025-152, amending the current City of Bastrop lease agreement with the Lower Colorado River Authority (LCRA) regarding the LCRA tract known as the Steelyard (BY-01) and more particularly described therein, amending the verbiage of the 'purpose'.**

Submitted and Presented by: Vicky Steffanic, Chief of Police

MOTION: Mayor Pro-Tem Kirkland moved to approve Resolution No. R-2025-152 as presented. Council Member Meyer seconded the motion. Motion carried unanimously.

9E. **Consider and act on the Resolution No. R-2025-156 pertaining to a Warrant request to allow up to 80% lot coverage on 43.8176 acres zoned P5 Core in the Sendero development, in deviation from the 65% maximum lot coverage currently required by the B3 Code.**

Submitted and Presented by: Brittany Epling, Senior Planner

MOTION: Council Member Plunkett moved to approve Resolution No. R-2025-156 as presented. Council Member Fossler seconded the motion. Motion carried unanimously.

9F. **Consider and act on Resolution No. R-2025-157 pertaining to a Warrant request to allow up to 80% lot coverage on a 7.27-acre lot zoned P5 Core, located at the existing Lone Star Storage Complex. The request seeks to deviate from the current 65% maximum lot coverage requirement established by the B3 Code in order to accommodate an expansion that includes two new buildings and additional pavement.**

Submitted and Presented by: Brittany Epling, Senior Planner

MOTION: Council Member Meyer moved to approve Resolution No. R-2025-157 as presented. Council Member Plunkett seconded the motion. Motion carried unanimously.

9G. **Consider and act on the first reading of Ordinance No. 2025-70, establishing 2.195 acres located at 610 Martin Luther King Jr. Drive, Bastrop, Texas, as designated parkland, and move to include on the September 23rd, 2025, Consent Agenda for a second reading.**

MOTION: Council Member Meyer moved to approve the first reading of Ordinance No. 2025-70 as presented. Council Member Fossler seconded the motion. Motion carried unanimously.

10. EXECUTIVE SESSION

Mayor Harris closed the Open Meeting to convene the City Council into Executive (Closed) Session at 8:48 p.m. pursuant to Texas Government Code, Chapter 551 as follows:

10A. **City Council shall convene into a closed executive session pursuant to Texas Local Government Code Section 551.071 to seek advice of legal counsel to discuss and deliberate regarding real estate located at 1409 Emile Street.**

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

Mayor Harris reconvened the City Council into the Open Session at 8:51 p.m. and called for any action as a result of the Executive Session.

10A. **City Council shall convene into a closed executive session pursuant to Texas Local Government Code Section 551.071 to seek advice of legal counsel to discuss and deliberate regarding real estate located at 1409 Emile Street.**

No action was taken on Item 10A.

12. ADJOURNMENT

Upon receiving a motion duly made and seconded to adjourn, the September 9th Regular Meeting was adjourned at 8:52 p.m.

CITY OF BASTROP, TEXAS

_____
Ishmael Harris, Mayor

ATTEST:

_____
Victoria Psencik, Assistant City Secretary

DRAFT

BASTROPTX
Heart of the Lost Pines / Est. 1832

STAFF REPORT

MEETING DATE: September 23, 2025

TITLE:

Conduct a public hearing, consider and act on the first reading of Ordinance No. 2025-71, adopting the budget for Fiscal Year 2025-2026 (October 1, 2025 through September 30, 2026) attached as Exhibit A; making certain appropriations; and providing that expenditures for said Fiscal Year be made in accordance with said budget; providing a distribution; and move to include on the September 30, 2025 agenda for the second reading.

AGENDA ITEM SUBMITTED BY:

Submitted by: Sylvia Carrillo-Trevino, ICMA-CM, CPM, City Manager

BACKGROUND/HISTORY:

The final date to adopt the budget is September 30, 2025.

This is the first hearing to establish the tax rate, set a revenue and expense upon that tax rate, and allocated expenditures among departments within that rate.

Changes to the proposed budget presented at the workshop include:

1) Hotel Occupancy Tax (HOT) Fund –
    a. Additional expenses in the HOT fund of $162,500 comprised of $50,000 for a feasibility study for a Hotel/Convention Center; $50,000 for the Kerr Center (Historical), and $12,500 for a music event in partnership with Calvary Church honoring the flood victims of Kerr County.
2) General Fund –
    a. Reduction in the Vehicle Equipment and Replacement Fund (VERF) of $155,113 for duplicative expense found.
    b. Change in the average valuation of $309,839 to $304,351 resulting in a revenue reduction of $481,329.
    c. Reduced additional staff by $200,000. Staff in the General Fund will be hired in a staggered manner throughout the year as funds are available. This includes the Accountant in Finance, the Mechanic in Fleet, and the Human Resources Analyst in Human Resources.
    d. An increase in Sales Tax projection of an additional $100,000 as more and more businesses are geared to come online in 2026.
3) Capital Projects
    a. General Fund and BP&L projects are now tracked in capital funds, as opposed to operating funds.

The projection of above required fund balance is $731,024 in the General Fund at the $0.5179 rate, requiring a draw down of fund balance of $96,520.

Revenue and Expense Amendments								
Based on Overall Valuation of $1,652,283,458								
$0.5040				$0.5125			$0.5179	
$	18,168,500	Revenue (all sources)		$	18,421,398	Revenue (all sources)	$	18,512,406	Revenue (all sources)
$	18,608,926	Expense		$	18,608,926	Expense	$	18,608,926	Expense
$	827,544	Surplus Fund Balance		$	827,544	Surplus Fund Balance	$	827,544	Surplus Fund Balance
$	(440,426)	Draw from Fund Balance		$	(187,528)	Draw from Fund Balance	$	(96,520)	Draw from Fund Balance
$	387,118	Available Fund Balance		$	640,016.23	Available Fund Balance	$	731,024.00	Available Fund Balance
					$77,853.83	Time Adjustment		$77,853.83	Time Adjustment
				$	562,162	Ending Fund Balance	$	653,170	Projected Ending Fund Balance with Employee

FISCAL IMPACT:
Establishing a tax rate of $.5179 (the no new revenue rate) per $100 of valuation for a total collection of $8,728,320.

The Maintenance and Operations (M&O) portion of the tax rate is $0.3457, leading to a total M&O collection estimated at $5,824,551.

The Interest and Sinking (I&S) portion of the tax rate is $0.1722, leading to a total I&S tax rate of $ 2,903,769.

Adopting a rate of $.5040 will net a $0 increase to the resident based on the decreased valuation of $304,351. Adopting this tax rate will affect staff hiring, allowing the hire to occur in the 3rd quarter of the year as opposed to the first or second quarter. This does not include a cost-of-living increase in salary except for the annual step of 2.5%. This draws down surplus fund balance of $440,426, leaving a surplus fund balance of $387,118

Adopting a rate of $0.5125 is less than the No New Revenue Rate, but results in an increase to the resident of $26 per year. Adopting this tax rate will affect staff hiring, allowing the hire to occur in the 2nd quarter of the year as opposed to the first quarter. This does not include a cost-of-living increase in salary except for the annual step of 2.5%. This tax rate leaves open the possibility of a one-time adjustment to salary for staff. This draws down surplus fund balance of $187,528, leaving a surplus fund balance of $562,162.

Adopting a rate of $0.5179, the No New Revenue Rate results in an increase to the resident of $42 per year. Adopting this tax rate will affect staff hiring, allowing the hire to occur in the 2nd quarter of the year as opposed to the first quarter. This does not include a cost-of-living increase in salary except for the annual step of 2.5%. This tax rate leaves open the possibility of a one-

time adjustment to salary for staff. This draws down surplus fund balance of $96,520, leaving a surplus fund balance of $653,170.

It's important to note, the assessor- collector estimated the average valuation of $304,351, while the appraiser stated, *"Based on the data we have available, the average price is $309,839 (as of 1/1/2025, 2024 sales data). It is down from last year's, which was at $335,116. Again, the 2024 market experienced a decline to a slightly stable market. A realtor's report from December of 2024 states prices hovering between $304,956 and $320,864"*

A one-time salary adjustment for staff in the amount of $500 for full-time staff and $250 for part time staff would impact the overall funds in the amount of $138,017, with $77,854 ***directly affecting the General Fund.***

I feel confident that the market in Bastrop is strong, and therefore, we will see an uptick in property tax and sales tax collections as more and more homes and businesses come online. Additionally, any 380 agreements do not come to fruition until the properties are generating dollars, a paradigm shift from prior years.

RECOMMENDATION:

Approve the $0.5040 property tax, which is *lower than the No New Revenue Rate*, but does not increase the resident property tax and is less than the no new revenue rate.

AND

Approve a one-time salary adjustment to staff in the amount of $500 for full-time employees and $250 for part time employees, resulting in a decrease to the fund balances across all funds of $138,017, with $77,854 ***directly affecting the General Fund,*** resulting in an ending *surplus* fund balance of $239,558.

ATTACHMENTS:

1. Proposed FY 2026 Budget Document as amended

ORDINANCE NO. 2025-71

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, ADOPTING THE BUDGET FOR FISCAL YEAR 2025-2026 (OCTOBER 1, 2025 THROUGH SEPTEMBER 30, 2026); MAKING APPROPRIATIONS; PROVIDING THAT EXPENDITURES SHALL BE MADE IN ACCORDANCE WITH SAID BUDGET; PROVIDING A DISTRIBUTION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, pursuant to the laws of the State of Texas, the City Manager of the City of Bastrop has prepared and submitted to the City Council a proposed budget for the Fiscal Year beginning October 1, 2025 and ending September 30, 2026; and

WHEREAS, a public hearing was duly called, posted, and held on September 23, 2025, in accordance with Chapter 102 of the Texas Local Government Code, at which time all citizens and interested persons were allowed to be heard concerning the proposed budget and tax rate; and

WHEREAS, the City Council has carefully considered the proposed budget, including revenues, expenditures, and amendments presented after the workshop, and finds it to be in the best interest of the residents of Bastrop.

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

Section 1 Adoption of the Budget

The City Council hereby adopts the budget for the City of Bastrop for the Fiscal Year beginning October 1, 2025, and ending September 30, 2026, as set forth in *Exhibit A* attached hereto and made a part hereof.

The budget includes:

- Establishing a property tax rate of $0.5179 per $100 valuation (No New Revenue Rate), of which $0.3457 is allocated to Maintenance & Operations and $0.1722 to Interest & Sinking.
- Projected total property tax collections of $8,728,320.
- Appropriations as itemized in Exhibit A, including the changes adopted by the City Council at the budget hearing.
- Authorization of a one-time salary adjustment of $500 for full-time staff and $250 for part-time staff, with an estimated fiscal impact of $138,017.25 across all funds ($77,854 attributable to the General Fund).

Section 2. Appropriations & Expenditures

Appropriations for the fiscal year are set at the levels described in the attached budget. No expenditures shall be made, nor obligations incurred, except in accordance with the adopted budget or as otherwise authorized by law.

Section 3 Budget Amendments

The City Manager is authorized to transfer appropriations between departments and funds in accordance with state law and City policy, provided that no transfer shall increase the total appropriations without City Council approval.

Section 4 Distribution

A copy of the adopted budget shall be filed with the City Secretary, the Bastrop County Clerk, and the Bastrop Public Library as required by law, and shall be made available for public inspection.

Section 5 Effective Date

This Resolution shall take effect immediately upon its passage and approval.

READ & ACKNOWLEDGED on First Reading on the 23rd day of September 2025.

READ & APPROVED on the Second Reading on the 30th day of September 2025.

APPROVED:

***by*: _____**
Ishmael Harris, Mayor

ATTEST:

_____
Michael Muscarello, City Secretary

APPROVED AS TO FORM:

_____
City Attorney
Denton Navarro Rocha Bernal & Zech, P.C.

City of Bastrop

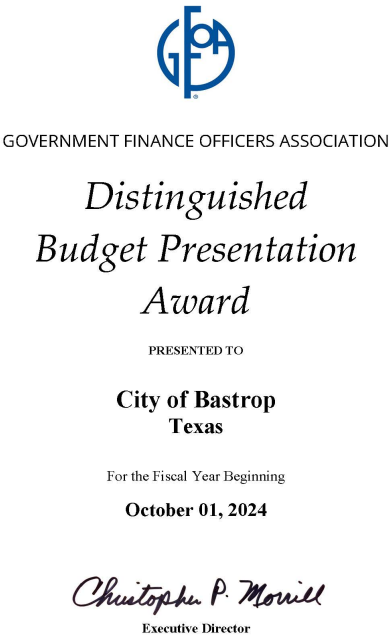
FY 2025-2026 PROPOSED BUDGET



BASTROPTX
Heart of the Lost Pines / Est. 1832

Budget Award

Government Finance Officers Association


GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

City of Bastrop
Texas

For the Fiscal Year Beginning

October 01, 2024

Christopher P. Morrill

Executive Director

Distinguished Budget Presentation Award

The Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award is a prestigious award that recognizes state and local governments in the United States and Canada for preparing high-quality budget documents.

Required Tax Compliance Documents

The overall effect on revenues and the impact to the residents.

PROPOSED ANNUAL OPERATING BUDGET FY 2025-2026

TAX RATE

Fiscal Year	Property Tax Rate	No-New Revenue Tax Rate	No-New Revenue M&O Tax Rate	Proposed M&O Tax Rate	Voter Approval Tax Rate	Debt Rate
2024-2025	0.4994	0.5025	0.3061	0.3032	0.5165	0.1962
2025-2026	0.5179	0.5179	0.3457	0.3457	0.5392	0.1722

This budget will raise more taxes than last year's budget by an amount of $406,040 which is a 4.54% increase over last year's budget.

The property tax revenue to be raised from new property added totaling $31,798,842 of new value is $164,686.20.

Municipal Debt and Obligations -Principle & Interest

TAX SUPPORTED	REVENUE SUPPORTED	TOTAL
$26,946,247	$105,725,753	$132,672,000

The City will issue $15 million of tax supported that are included in the tax rates shown above.

TAX RATES EXPLAINED

🔷 No-New-Revenue Tax Rate (NNR)

- **Definition:** The rate that would generate **the same amount of property tax revenue** as the previous year **from properties taxed in both years** (not including new construction or annexations).
- **Purpose:** Maintains tax revenue neutrality — no increase due to rising property values.
- **Key point:** If property values go up, the NNR rate goes **down**, and vice versa.

🔷 Voter-Approval Tax Rate (VAR)

- **Definition:** The maximum rate a city can adopt **without triggering an automatic election** (rollback election).
- For most cities, it allows **up to 3.5%** more **M&O (maintenance & operations)** revenue than the previous year, plus the **debt service (I&S) rate**.
- **Purpose:** Places a cap on revenue increases without voter consent.

The **De Minimis Rate** is a special property tax rate calculation under Texas Truth-in-Taxation law, designed primarily for **small taxing units**, such as small cities or special districts. It allows them to **raise more revenue** than the standard **voter-approval rate** would permit **without triggering an automatic election**.

🔷 What Is the De Minimis Rate?

It is a calculated tax rate that would generate enough revenue to cover:

1. The current year's **debt payments (I&S)**, plus
2. **$500,000** in **maintenance and operations (M&O)** revenue, plus
3. **Additional revenue** to fund **new property** (net new value added to the tax roll).

So it's the tax rate that would bring in:

- Enough to pay debt,
- $500,000 in operating revenue,
- Plus money from new property values.

AT THE END OF THE FISCAL YEAR (9/30/25), THE CITY ESTIMATES TO HAVE THE FOLLOWING AMOUNTS PER FUND (To Be Finaled At Audit)																						
		GENERAL FUND	GF DEBT SVC	DEV SVC	ENGINEERING	STREET MAINTENCE	GENERAL FUND ONE TIME	CEMETERY	CEMETERY PERM. FUND	DESIGNATED FUND	WATER & WASTEWATER	WATER & WASTEWATER DEBT SERVICE	WATER & WASTEWATER IMPACT FEES	BASTROP POWER AND LIGHT	VEHICLE EQUIPMENT AND REPLACE. FUND	TRANSPORT. IMPACT FEE	BASTROP ECON. DEV. CORPORATION	HOTEL OCCUPANCY FUND	PARK/TRAIL LAND DEDICATION	LIBRARY BOARD	GRANT	HUNTERS CROSS PUBLIC IMPROVEMENT DISTRICT	VALVERDE PUBLIC IMPROVEMENT DISTRICT	GRAND TOTALS
FUND BALANCE		$ 5,479,775	$ 581,332	$ 1,377,004	$ -	$ 863,643	$ 245,198	$ 30,659	$ 513,689	$ 643,545	$ 15,874,402	$ 3,218,562	$ 3,959,351	$ 8,063,836	$ 5,090,034		$ 9,621,201	$ 2,412,147	$ (81,267)	$ 38,360		$ 118,171		$ 58,049,642
DURING THE YEAR, THE CITY ESTIMATES THE FOLLOWING REVENUES TO BE RECEIVED																								
REVENUE		$ 18,512,406	$ 4,984,812	$ 2,232,335	$ 749,569	$ 3,549,000	$ 8,000	$ 544,269	$ 37,000	$ 103,710	$ 10,193,000	$ 7,189,950	$ 4,049,240	$ 9,644,000	$ 1,135,913	$ 1,538,004	$ 1,667,100	$ 4,873,606	$ 1,865	$ 21,000	$ -	$ 581,279		$ 71,616,058
DURING THE YEAR, THE CITY ESTIMATES THE FOLLOWING EXPENSES TO BE INCURED																								
EXPENSE		$ 18,608,926	$ 4,130,917	$ 2,215,800	$ 749,569	$ 2,396,049		$ 467,677		$ 50,800	$ 10,189,543	$ 7,189,943	$ 3,488,992	$ 9,643,978	$ 2,905,369		$ 1,285,374	$ 4,329,090		$ 19,890	$ -	$ 559,239		$ 68,231,156
AT THE END OF THE FISCAL YEAR, (9/30/26), THE CITY ESTIMATES THE REMAINING FUND BALANCE TO BE																								
	$ 37,537,591	$ 5,383,255	$ 1,435,227	$ 1,393,539	$ -	$ 2,016,594	$ 253,198	$ 107,251	$ 550,689	$ 696,455	$ 15,877,859	$ 3,218,569	$ 4,519,599	$ 8,063,858	$ 3,320,578	$ 1,538,004	$ 10,002,927	$ 2,956,663	$ (79,402)	$ 39,470	$ -	$ 140,211	$ -	$ 61,434,544
25 % REQUIRED FUND BALANCE PER FINANCIAL POLICY																								
REQUIRED RESERVE		$ 4,652,232																						
AVAILABLE FUND BALANCE ABOVE REQUIRED																								
$ 731,024																								

RESTRICTED

City of Bastrop
FY 2025-2026 Strategic Planning Calendar
(assumes no voter approval election required)

Preparation	January 15	City Council Candidate filing period begins
	February 11*	Last council meeting before deadline to call general election (deadline Feb 14)
	February 14	City Council Candidate Filing period ends
	February 25*	City Council Candidate Orientation
	March 3	Staff planning session - FY2025-2026 Budget Kick-off
	May 1	Receive preliminary notices of appraised value from Chief Appraiser
	May 3	Election Day
	May 13*	Canvass Results of May 4th Election
	May 14*	Special City Council Pre-budget Planning Session (All day) - Review Focus Areas, Management Projects/Enhancements, Affirming Tax Revenue target, Service and Service Levels, and receive direction from City Council.
	May 15	Special City Council Planning Session - Transportation Plan, Additional Policy Objectives and Funding Alternatives. Water Master Plan update.
	May 15	Special City Council Planning Session - Comprehensive Plan, Capital Plan Review, and Fiscal Forecast Assumptions.
	May 16	Community Support and Non-Special Event HOT Tourism related organization applications available at City Hall and on City's website
	June 9-13	CM, CFO and Director meetings to discuss budget submittals
	June19	Hunter's Crossing Local Government Corporation Meeting to review budget and propose Special Assessments
	June 20	Deadline - Community Support & Non-Special Event HOT Organization applications for FY2026 Funding (5:00pm)
	July 8*	Community Support Organizations present their funding request to Council (limit 3 minutes)
	July 23	Publish Notice of proposed Special Assessments (must be posted 15 days prior to Public Hearing)
Adoption	July 25	Deadline for Chief Appraiser to certify rolls to taxing units
	June 19*	City Council Joint meeting with the Visit Bastrop Board to review Visit Bastrop's Business Plan and Proposed Budget for FY2026
	July 28*	City Manager presents the FY 2025-26 Budget (considered filed with the City Secretary)
	July 28*	Meeting of the Governing Body to discuss the proposed tax rate; if proposed tax rate will exceed the No-New-Revenue Tax Rate or the Voter-Approval Tax Rate (whichever is lower), take record vote and schedule public hearing.
	August 12*	Public Hearing Special Assessments for Hunter's Crossing PID; First Reading of the Amended and Restated Service and Assessment Plan.
	August 14*	Budget Workshop - Review Proposed Budget
	August 15*	Budget Workshop#2 - Review Proposed Budget (if needed)
	August 26*	Council Meeting - Adopt Financial and Purchasing Policies;
	August 26*	Council Meeting - Second Reading of the Amended and Restated Service and Assessment Plan.
	August 27	Published Notice of Budget Hearing (must be posted 10 days prior to Public Hearing); Publish Notice of Tax Rate Hearing (must be posted 5 days prior to Public Hearing)
	September 23	Council Meeting - Public Hearing and First Reading on Tax Rate Ordinance; Budget Public Hearing; First Reading on Budget Ordinance.
	September 30	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.
	October 1	Fiscal Year begins
Implementation	October 15*	Distribute Final FY2026 Adopted Budget Book
	November	Begin FY2024-2025 audit
	December	Presentation of preliminary unaudited financial report for FY2025-2026

* ***Council Meeting***

PROPOSED FY 2025-2026 OPERATING AND CAPITAL BUDGET

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How to Use this Book

A quick primer on decoding the budget book for residents and businesses



Municipal Accounting 101

Municipal accounting is very different than your personal accounting, or even that of a private business.

Municipal governments use Fund Accounting or "cost centers" to allocate revenues and expenses.

This means a dollar received may be cut into various revenue centers

An example of this is your property tax rate. It is broken out into 2 different segments, Maintenance and Operations (M&O) and Interest and Sinking (I&S) or Debt Fund. Each segment has restrictions on how it can be used.

How to decode the Fiscal Year FY 2025 - FY2026 Budget

Budget Overview

Each municipality operates on its own budget cycle. The City of Bastrop's fiscal year begins on October 1 and ends on September 30 of the following year. This 12-month period is referred to as the **Fiscal Year**, and Bastrop's fiscal year aligns with that of the federal government.

Structure of City Finances

City departments are organized within broader financial groups known as **Funds**.

Revenues represent the income the City of Bastrop receives, which is allocated across various fund categories. For more details on these categories, refer to the **Fund Summary** section.

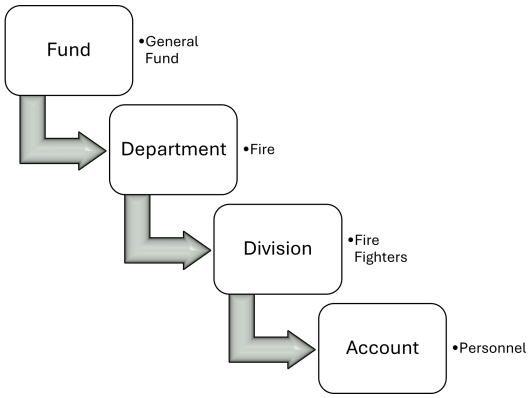
Expenditures are the costs or payments made by the City, drawn from its revenue sources.

How to Read the Budget:

For example: to determine how much was spent on personnel in the Fire Department, follow these steps:

1. Identify which fund includes the Fire Department. For Bastrop, this is the **General Fund**.
2. Navigate to the **General Fund** section and locate the **Fire Department** section.
3. In the **Department Expenditures** section, you'll find data on personnel costs, including figures from the past three years and the proposed amount for the current fiscal year.

Here is the link to this budget book for the Fire Department.



City Manager's Message

A message from the City Manager regarding the proposed budget and year ahead.

A WONDERFUL place to call HOME.

Mayor, Council, and residents,

I submit the DRAFT FY 2025-2026 budget for your review. It has been an honor to serve as the Bastrop City Manager for the last almost 3 years.

This budget represents the culmination of efficiencies gained by consolidation of departments, the hard work of staff in running lean departments, process improvements in Development Services that get businesses up and running quickly and on the tax roles, and lastly transformational partnerships with the school district, the county, the various chambers of commerce, as well as residents who have a listening ear during Sit with Sylvia events each month.

This budget also represents a shift in transparency. This digital book allows the public to drill down into details of each department, each month. This will allow unprecedented access to the residents and City Council to oversee the budget on a monthly, or even daily level. This is made possible by the OpenGov platform

A special thank you to the Finance staff, especially Laura Allen and Jimmie Campbell, and all staff who contributed to the development of this draft book while embracing the new technology of OpenGov.

However, the technology is not without it's challenges, offering new insights to accounting functions that can be improved. This draft budget is a work in progress as we work out the quirks to the formatting, filters, report styles, etc. I think you for your patience as we deliver the most transparent budget the residents have ever seen.

Overview

Key Budget Assumptions

The budget was based on the following assumptions:

- A No New Revenue rate of $0.5179 due to decreased valuations.
- 1% increase in Sales Tax
- 10% increase in Hotel Occupancy Taxes
- A personnel addition in Human Resources, Mechanic, and Finance.
- Debt reductions from overcollection in FY 25 of $540,000. This will close out approximately four (4) smaller notes offering the ability for the bridge rehabilitation and other recreation improvements with a small reduction in the overall debt rate.

All of the assumptions are based on historical trends we have experienced thus far.

Financial Outlook

The financial outlook for the City is bright. The pent up demand for the development and growth in the area is beginning to pick up speed. Additional reductions in the interest rate by the Federal Reserve are expected in the fall and to continue into nex[illegible]y developers have been sidelined waiting for rates to drop before breaking ground. Additionally, the second section of the Valverde subdivision will begin during this fiscal year with an expected additional 100 plus homes to come online.

Past 2026, the expectation that Valverde will be 75% built out and Ironwood will be coming online means more commercial. The adage that rooftops bring retail is certainly true in Bastrop.

Challenges & Opportunities

Challenges are certainly many, but the list is relatively short for Bastrop. It includes:

- Labor shortages.
- In a strong economy, City's often can't compete with private sector pay.
- Funding.
- Keeping the tax rate low is of primary concern. We continue to live within our means and strive once again for no change to the tax rate and living with only the new revenue that has been generated.

Infrastructure

Water

Water pressure will be a concern in the coming year as we move towards the planning and funding of a two-million-gallon elevated water tank which can run up to $20 million dollars.

Wastewater

The payment of an additional two million wastewater treatment plant with an expansion to a total of eight million, will also cost in excess of $60 million. We will aim to monetize the plant by selling effluent, selling the biosolids, receiving biosolids from other companies, share this cost with CORIX, a neighboring utility provider, as well as municipal utility districts in the area. This is an attempt to keep rates steady and low.

Priorities & Strategic Consideration

The residents are demanding a recreation center. A simple recreation center could cost as much as $5 million dollars; however, this does not address the community desires for an indoor pool.

The transition of the Bastrop Economic Development Corporation (BEDC) to a public safety tax will need to be put to the voters. This can help offset the General Fund for Police, the most expensive portion of the budget for almost every city. Alternatively, the fund can be used for more community economic benefits, such as Mayfest Park or a Parking Garage in the downtown.

As interest rates are set to drop in the later part of the year, we expect development to increase at an even faster rate. Additionally, sales tax is conservative, but will show strong improvement as the new retail comes online in the fiscal year.

Lastly, the Hotel Occupancy Tax finished this fiscal in strong position, with additional fund balance created from the Visit Bastrop consolidation.

I look forward to sharing this information with you and the residents in the coming weeks, and until adoption.

Respectfully submitted,

Sylvia Carrillo-Trevino, ICMA-CM, CPM
City Manager

City Council Priorities in FY 25-26

A view of council priorities in this budget year

The Bastrop City Council



The City of Bastrop operates under a Council-Manager form of government, in which the City Council establishes policy through ordinances and resolutions, while the City Manager implements these policies and oversees the city's operations. The Bastrop City Council is composed of the Mayor and five Council members, all of whom

are elected at-large, meaning they represent the entire city and that all registered voters may vote for any of the six positions.

The Council meets twice per month, normally on the second and fourth Tuesday of each month at 6:30 PM in City Hall Located at 1311 Chestnut Street in Bastrop, Texas.

The City's Nine Focus Areas

1. Communication: Support and enhance open and transparent communication between the City, residents and businesses.

2. Community Safety: Keep citizens, businesses, and visitors safe.

3. Economic Vitality: Promote sustainability by leveraging tourism, and fostering an inclusive and diverse environment that encourages entrepreneurial ventures, supports job opportunities, and grows the local economy

4. Fiscal Responsibility: Manage resources in a responsible and efficient manner aligned with the city's strategic goals by minimizing financial burdens to residents.

5. Manage Growth: Plan and manage growth while meeting the needs of the community through responsible and efficient processes for both infill and new development.

6. **Infrastructure:** Invest in reliable, resilient infrastructure to support current needs and future growth

7. Multi-Modal Mobility: Improve mobility for all modes of transit with a focus on city-wide connectivity.

8. Organizational Excellence: Continually improve operations to increase efficiency, effectiveness, and customer service for residents and businesses.

9. Uniquely Bastrop: Maintain and enhance our historic community by respecting the unique combination of community, natural areas, green spaces, cultural, and recreational assets that make Bastrop a special place to live and work.

Priorities for FY 2025-2026

To be determined at further budget hearings.



Community Profile

A tapestry of old and new woven together, not perfectly, but peacefully



Experience the Outdoor Vibe

Bastrop's tranquil setting amid the natural beauty of Central Texas' Lost Pines region includes extensive Colorado River frontage and abundant outdoor 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. During FY 2020, the city executed a lease agreement to a kayaking outfitter for use of a small portion of Fisherman's Park to enhance the use of this recreational asset. Bastrop was one of four inaugural cities certified by Texas Parks and Wildlife as a Bird City, along with Dallas, Houston, and Port Aransas. 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 attracts many tourists from all over the world who were previously unaware of this charming town.

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. During FY 2020, the city executed a lease agreement to a kayaking outfitter for use of a small portion of Fisherman's Park to enhance the use of this recreational asset. Bastrop was one of four inaugural cities certified by Texas Parks and Wildlife as a Bird City, along with Dallas, Houston, and Port Aransas. 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 attracts many tourists from all over the world who were previously unaware of this charming town.

Employment

As part of a greater metro area of more than 2 million people, Bastrop has experienced tremendous 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, Bluebonnet Electric Co-op, Walmart, Bastrop Federal Correction Institute, and H.E.B. Food Stores.



Events and Happenings

Annually, Bastrop plays host to numerous events, such as the Big Bang, Homecoming & Rodeo, Table on Main, Veteran's Day Car Show, Corvette Invasion, Bastrop Music Festival, Juneteenth Celebration, and Lost Pines Christmas, which includes a Lighted Parade, River of Lights, and Historic Homes Tour. In February 2025 Bastrop hosted the inaugural Mardi Gras celebration, which was a huge success.

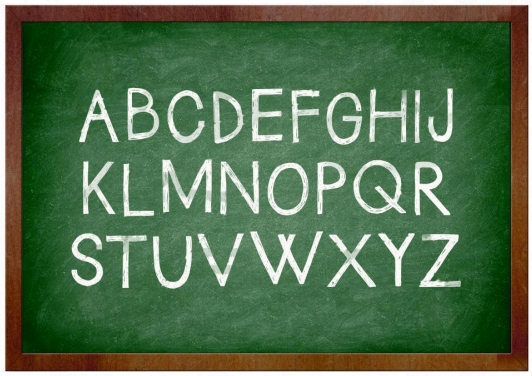
Downtown Bastrop is the soul of the community and features culinary delights from homestyle fare to fine dining, a distillery, breweries, a winery, gift shops, multiple live music venues and the Governor's office's new Music Friendly Community designation, and riverfront views, all nestled around a historic, and picturesque Main Street.

The City of Bastrop is proud to support three Cultural Assets that provide arts, cultural, historical, and tourism-related offerings to the community. The Museum and Visitor Center of the Bastrop County Historical Society is an elegant journey into Bastrop's storied past and also serves as a Visitor Center, welcoming travelers and guests.

The Museum received several awards this year, including the John L. Nau III Award of Excellence in Museums for its achievements in historical interpretation, museum education, collection conservation and community involvement. It was chosen out of over 1,000 other museums. The Bastrop Opera House produces live theater just like it was when it began in 1889, performing musicals, plays, Shakespeare, and concerts to sellout crowds of locals and visitors.

The Opera House received numerous awards this year, including favorite local theater in the Austin area, beating our larger venues in Austin and the surrounding area. The Opera House swept 14 of the 19 awards at the Broadway World Awards! The Lost Pines Art Center and the recently opened Found Fine Art on Chestnut bring art to life with glassblowing, sculpture, and other immersive experiences.





Education

Area students are served by Bastrop Independent School District, which has an enrollment of over 13,000, and is projected to have approximately 20,000 in the district by 2033. One of the largest geographically in the state of Texas, 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.

Area private and charter schools include Calvary Episcopal School serving children from Pre-K through 6th grade, Good Shepherd Lutheran School offering a faith-based education up to 4th grade, Founders Classical Academy and Compass Rose Harvest serving K through 12th grade.

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.

Public Safety

To say that the City of Bastrop is proud of its Police and Fire Departments would be a vast understatement. The community has experienced the hardship of multiple FEMA declared disasters in the last 10 years, but every time, our first responders have proven their dedication and excellence in their service. This budget year continues the focus of adding additional personnel to the police department to cover the expanding needs of the rapid growth around Bastrop. The Police Chief has restructured the department to create a more responsive and resident-driven mission. The new Police mascot, Blue, has won the hearts of children he interacts with.



Demographics

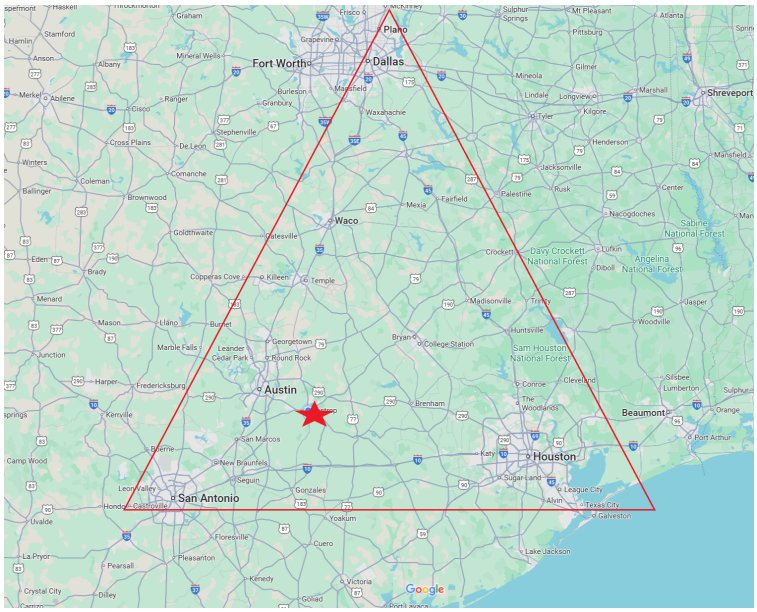
A rapidly changing city holding onto it's old-world charm.

A Rapidly Changing City

The City of Bastrop is a rapidly changing city due to influences of the urban growth areas in Austin to our west, Houston to our East, San Antonio to the South, and Dallas Metro to the north.

Bastrop's projected growth is more than 40% over the next five years.

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 hour to the southwest, Bastrop is in an advantageous position for cultural and economic development.

This City of Bastrop has a highly educated population with 58% of the population having some college or a college degree.

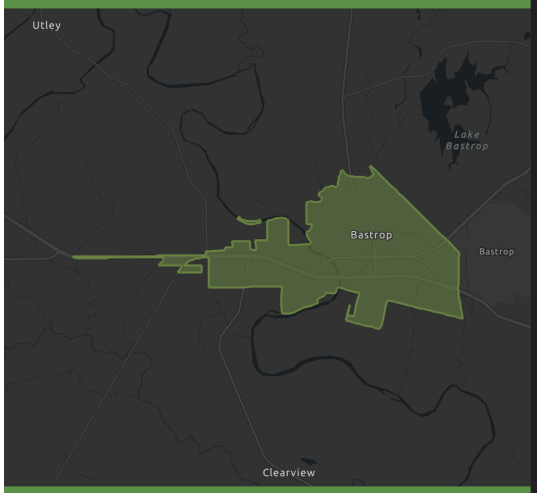
The unemployment rate is low at 2.3% and median disposable income is more than $66,000.

The 2020 census showed the City of Bastrop’s population increased 34.2% from the previous census in 2010. It is estimated the City will have grown an additional 25% since 2020. The City has already outpaced the projected 2020 population of 9,383. The City has approximately 18 square miles under annexation agreements and an additional 145 square miles of extraterritorial jurisdiction. Industries are continuing to develop in and around the Bastrop area, creating a bigger demand for housing and retail. The growth of the east Austin corridor continues to spill over into Bastrop; the population estimates show a population increase of almost 40% by the next census.

DEMOGRAPHIC PROFILE

Bastrop City, TX

Geography: Place



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Source: This infographic contains data provided by Esri (2025, 2030).

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EDUCATION

No High School Diploma	High School Graduate	Some College/ Associate's Degree	Bachelor's/Grad/ Prof Degree
8.4%	32.9%	25.8%	33.0%

EMPLOYMENT

White Collar	61.5%
Blue Collar	24.8%
Services	13.8%

Unemployment Rate: 3.0%

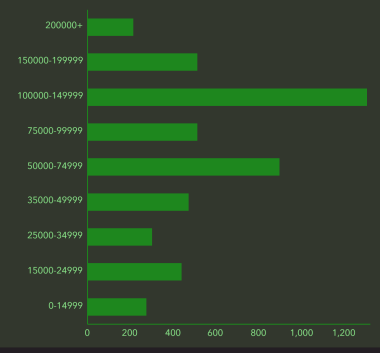
KEY FACTS

12,029	40.8
Population	Median Age
4,925	$66,478
Households	Median Disposable Income

INCOME

$78,152	Median Household Income
$39,525	Per Capita Income
$193,651	Median Net Worth

HOUSEHOLD INCOME ($)



Tapestry Profile

Bastrop City, TX | Geography: Place

esri THE SCIENCE OF WHERE

4,925
Households

40.8 ↑
Median Age

2.9% higher than **United States.**

$78.2K ↓
Median HH Income

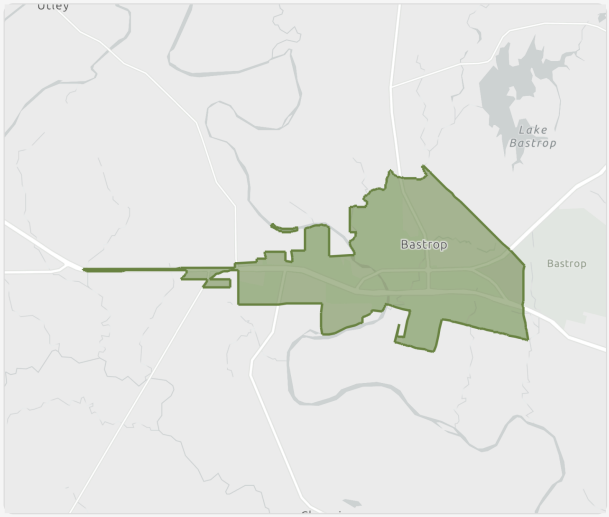
4.4% lower than **United States.**

$331.7K ↓
Median Home Value

11.7% lower than **United States.**

4.2
Home Value to Income Ratio

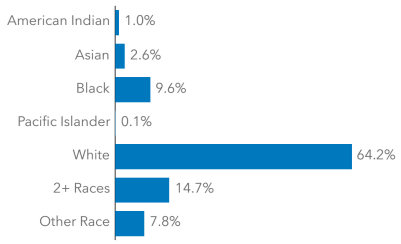
Median home value divided by median household income



Diversity Index 72.9

0 100

Population by Race



Tapestry

Top 5 segments by household count

C6 Moderate Metros >	1,754	**35.6%**
K3 Loyal Locals >	1,049	**21.3%**
G2 Up and Coming Families >	768	**15.6%**
E5 Rural Versatility >	707	**14.4%**
K1 Legacy Hills >	364	**7.4%**
Other	283	**5.7%**

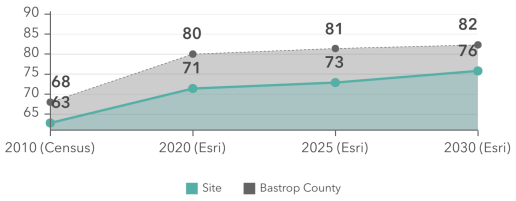
Moderate Metros accounts for 35.6% of households in the area which is **33.3% higher** than the U.S.

Source: This infographic contains data provided by Esri (2025). © 2025 Esri

Community Change Snapshot

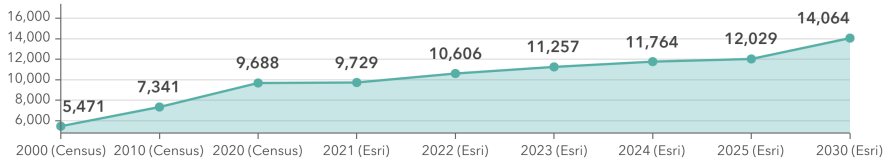
Bastrop City, TX
Geography: Place

Diversity Index

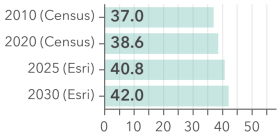


Dots show comparison to: Bastrop County

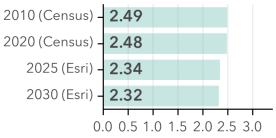
Total Population



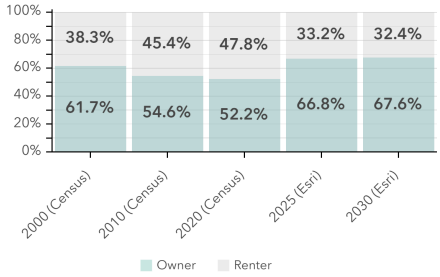
Median Age



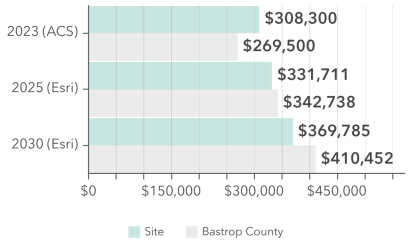
Average Household Size



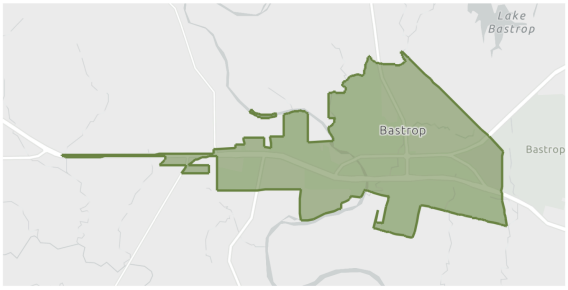
Owner vs Renter Occupied Units



Median Home Value



Bars show comparison to: Bastrop County



2000-2020 Compound Annual Growth Rate

2.90%	2.92%	2.92%
Population (Census)	Households (Census)	Housing Units (Census)

Total Housing Units: Past, Present, Future

3,043	4,089	5,367	6,347
2010 (Census)	2020 (Census)	2025 (Esri)	2030 (Esri)

Source: This infographic contains data provided by U.S. Census (2000, 2010, 2020), Esri (2025, 2030), ACS (2019-2023). © 2025 Esri

Employment Overview

Bastrop City, TX

Geography: Place

INCOME

$78,152
Median Household Income

$39,525
Per Capita Income

$193,651
Median Net Worth

EDUCATION

8.4% No High School Diploma

27.0% High School Diploma

25.8% Some College/Associate's Degree

33.0% Bachelor's/Grad/Prof Degree

BUSINESS

1,011
Total Businesses

8,741
Total Employees

KEY FACTS

12,029
Population

40.8
Median Age

4,925
Households

$66,478
Median Disposable Income

COMMUTERS

15.9%
Spend 7+ hours commuting to and from work per week

73.0%
Drive Alone to Work

EMPLOYMENT

61.5%
White Collar

24.8%
Blue Collar

13.8%
Services

3.0%
Unemployment Rate

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Source: This infographic contains data provided by Esri (2025, 2030), Esri-Data Axle (2025), Esri-MRI-Simmons (2025), ACS (2019-2023).

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Unfunded Requests by Departments

Unfunded requests and their impact to the tax rate should council decide to fund.

Above the Proposed Tax Rate

The following are items that are outside of the proposed budget. These items are above the proposed tax rate. To meet these needs, the council may:

1) Use one-time available funds above the reserve requirement
2) Increase the M&O rate up to 3.5% before requiring voter approval
3) Increase the M&O rate by over 3.5% and put to the voters in a special election
4) Deny the requests and review the budget quarterly to determine if conditions change and the needs can then be met



Fund	Department	Request	Amount	Other	Notes
General Fund	Police	6 new officers	$ 750,000.00	Plus aditional VERF contribution in the future	This amounts to an approximate $.0455 cent property tax rate increase
	Fire	4 new firefighters	$ 400,000.00	Plus additional VERF contributions in the future	This amounts to an approximate $0.0235 increase in the tax rate
	Recreation	1 new recreation assistant	$ 65,000.00		This amounts to an approximate increase of $0.004 increase in the tax rate
Streets & Drainage	Street Maintenance Worker	2 additional crew	$ 130,000.00	Plus additional VERF contributions in the future	This amounts to an approximate increase of $0.008 increase in the tax rate. The streets fund should not bear additional staffing expenses with the focus on maintenance materials.

The information below is presented to provide council an opportunity to make decisions that affect the overall M&O portion of the tax rate.

Tax Rate Effect of Unfunded Requests for Council Consideration

No New Revenue Rate	Request	Result to Tax Rate	New Rate	Cap at Voter Approval Rate	Approval Required
0.5179	4 Additional Officers	$ 0.0455	$ 0.5634	0.5392	Voter Approval
0.5179	4 Additional Firefighters	$ 0.0243	$ 0.5422	0.5392	Voter Approval
0.5179	1 Additional Recreation Assistant	$ 0.0040	$ 0.5219	0.5392	Council Approval
0.5179	2 Additional Street Mainteance Workers	$ 0.0080	$ 0.5259	0.5392	Council Approval

The City's Organizational Chart

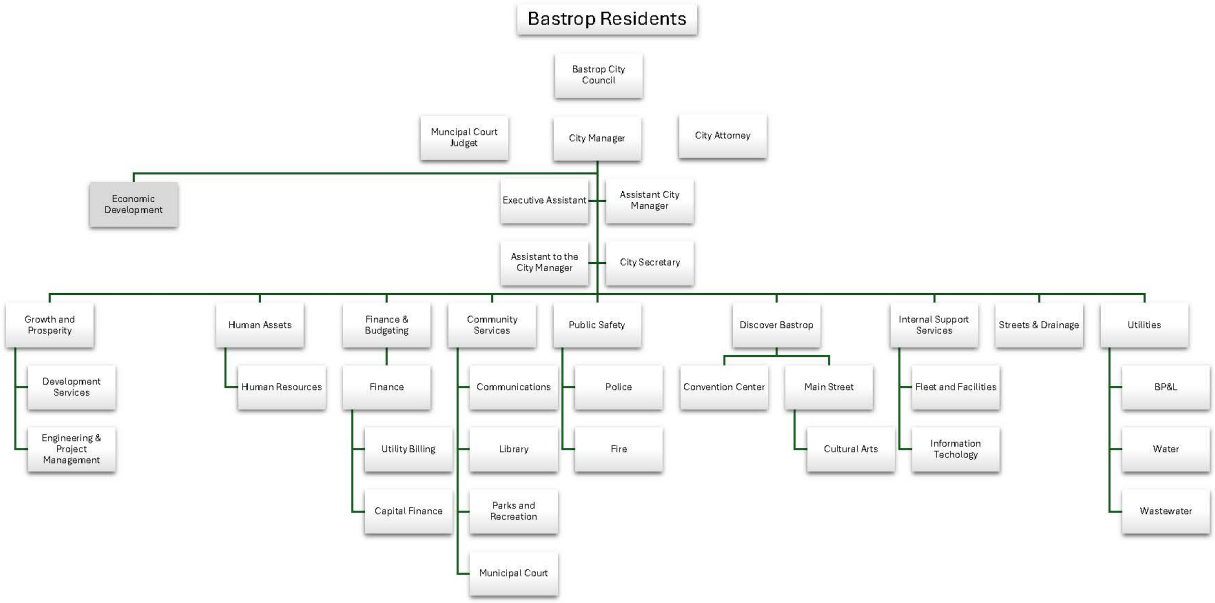
The true magic behind the scenes!

The City of Bastrop is a Home-Rule Municipality which means it has the power granted to it in the Texas Constitution, Local Government Code section. This means the City has the authority to create laws that are not expressly prohibited by law.

The City is also organized as a Council-Manager form of government. This means the Council adopts policy by resolutions and ordinances and then appoints a City Manager to act as the Chief Administrative Officer of the City running the day-to-day operations. Each segment has a lane in which to operate.

The Council has three direct reports: The City Manager, City Attorney, and Municipal Court Judge. All other employees report to the City Manager.

Bastrop Economic Development is currently reporting to the City Manager on an interim basis.



Employee Totals

Full Time Equivalent (FTE) Totals

FTE, or Full-Time Equivalent, is a unit that indicates the workload of a full-time employee. It's often used to measure the number of employees needed to perform a certain amount of work, even if that work is distributed among multiple part-time employees. For example, two part-time employees each working half of the standard full-time hours would equal 1 FTE.

Employees Who Help Get the WORK Done!

FY 24	
Bastrop Power & Light	10
BEDC	6
Cemetery	1
City Manager	5
City Secretary	2
Community Engagement	7.35
Development Services	15
Engineering	2.5
Finance	9
Fire	12
Fleet & Facilities	0
Hospitality & Downtown	5.65
Human Resources	2.875
Information Technology	4
Library	11.125
Municipal Court	3.25
Parks	14.185
Police	35
Public Works	6
Streets/Drainage	17.5
Water/Wastewater	23
Total	**192.435**

FY 25	
Bastrop Power & Light	10
BEDC	2.5
Cemetery	1
City Manager	4
City Secretary	2
Community Engagement	3.5
Development Services	14
Engineering	3.5
Finance	10
Fire	11.7
Fleet & Facilities	10
Hospitality & Downtown	6.75
Human Resources	2.875
Information Technology	5
Library	13.625
Municipal Court	3.25
Parks	13.685
Police	40.75
Public Works	Separated Out
Streets/Drainage	15.5
Water/Wastewater	25.5
Total	**199.135**

FY 26	
Bastrop Power & Light	10
BEDC	2.3
Cemetery	1
City Manager	4.5
City Secretary	2
Community Engagemen	3
Development Services	15.2
Discover Bastrop	13.5
Engineering	4.25
Finance	11.25
Fire	11.7
Fleet & Facilities	10
Hospitality & Downtown	0
Human Resources	3.875
Information Technology	1.55
Library	12.048
Municipal Court	3.25
Parks	12.485
Police	40.75
Streets/Drainage	16.5
Water/Wastewater	28
Total	**207.158**

Fund Descriptions

GENERAL FUND

The workhorse of all funds

The General Fund is often where the bulk of property tax revenue and general operational costs are tracked. It's a key fund in every home-rule or general law city's budget.

The General Fund accounts for:

- Basic services that a municipality provides to its residents
- Revenues that are not earmarked for other specific uses
- Expenditures necessary to run day-to-day government operations

Common expenditures from the General Fund include:

- Public safety (police, fire)
- Public works (street maintenance, sanitation)
- Parks and recreation
- Planning and development
- General government (administration, finance, legal services)

Typical revenue sources for the General Fund include:

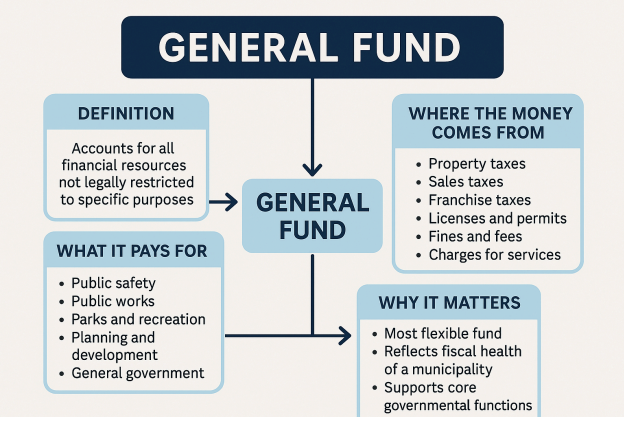
- Property taxes
- Sales taxes
- Franchise taxes
- Licenses and permits
- Fines and fees
- Charges for services

Why it matters:

- It's the most flexible fund and receives the most scrutiny from elected officials and the public.
- It reflects the fiscal health of a municipality.
- It supports core governmental functions that are not self-supporting or tied to special revenue

Unlike Special Revenue Funds, Enterprise Funds, or Capital Projects Funds, the General Fund:

- Has no restrictions on how money is spent (unless otherwise imposed by law or council decision).
- Can not charge users for most of the services it supports (e.g., police services are funded by taxes, not user fees)





ENTERPRISE FUNDS

Small Business units within your City Government

An enterprise fund is a governmental accounting entity established to account for operations that are financed and operated similarly to private businesses, primarily through user charges. The key characteristic is that the fund aims to recover costs, including capital costs, through fees or charges for the services provided. Examples include utilities (water, sewer), airports, and transit systems.

Self-Supporting Operations:
Enterprise funds are designed to be self-supporting, meaning the revenue generated from user fees should cover the costs of providing the service.

Cost Recovery:
The primary goal is to recover the full cost of providing a service, including direct and indirect costs, through user charges.

Similar to Private Businesses:
Enterprise funds operate like private businesses, with a focus on revenue generation and cost management, but they are still part of a governmental entity.

Examples:
Common examples include utilities (water, sewer, stormwater), airports, transit systems, golf courses, and parking facilities.

Criteria for Use:
Enterprise funds are typically used when a government activity is funded by debt secured by user fees, when laws require cost recovery through fees, or when a pricing policy is established to recover costs through user fees.

Distinction from General Fund:
Unlike the general fund, which is funded by taxes, enterprise funds are primarily funded through user fees.

Separate Accounting:
Enterprise funds are accounted for separately from other governmental funds, with their own financial statements.



SPECIAL REVENUE FUNDS

The Hybrid of Funds

A Special Revenue Fund is a type of governmental accounting fund used to track revenues that are legally restricted or committed to specific purposes other than debt service or capital projects.

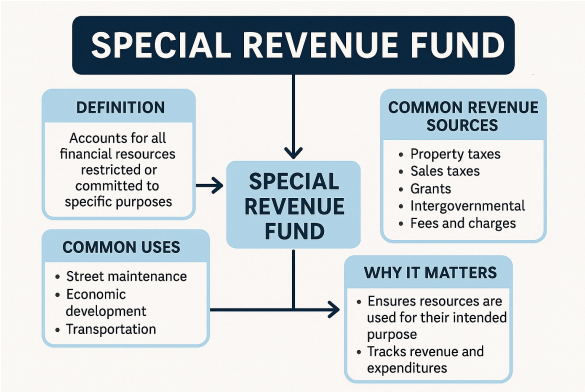
Definition
Accounts for all financial resources that are restricted, committed, or designated by law or policy for specific activities or programs

Special Revenue Funds are typically used to support:

- Street maintenance and repair
- Tourism and hotel occupancy tax (HOT) projects
- Economic development initiatives
- Transportation programs
- Affordable housing programs
- Stormwater or drainage utility services

- **Common Revenue Sources**
  These funds receive money from:
- Dedicated sales or property taxes
- Hotel Occupancy Taxes (HOT)
- Grants (federal, state, or private)
- User fees or service charges
- Intergovernmental transfers

- **Why It Matters**
  Ensures accountability: Funds must be used only for their intended purpose.
- Allows cities to track and report specific programs separately from the General Fund.
- Often required by law or grant agreements to maintain transparency.





CAPITAL IMPROVEMENT FUNDS

Borrowed funds for projects

In municipal accounting, Capital Funds (often called Capital Projects Funds) are used to account for financial resources that are dedicated to acquiring, constructing, or improving major capital assets such as buildings, roads, parks, and infrastructure.

Definition

Capital Funds track money used for long-term capital projects—typically large, expensive, and lasting more than one year.

What They Pay For

Examples of capital projects include:

- Construction of new city halls, fire stations, or libraries
- Street reconstruction or expansion
- Installation of utility infrastructure (water, sewer, drainage)
- Park development or expansion
- Renovation or major upgrades to public facilities

Common Revenue Sources

Capital Funds are typically financed through:

- General obligation bonds or revenue bonds
- Certificates of obligation
- Grants (state, federal)
- Transfers from the General Fund or Special Revenue Funds
- Impact fees or developer contributions

Why It Matters

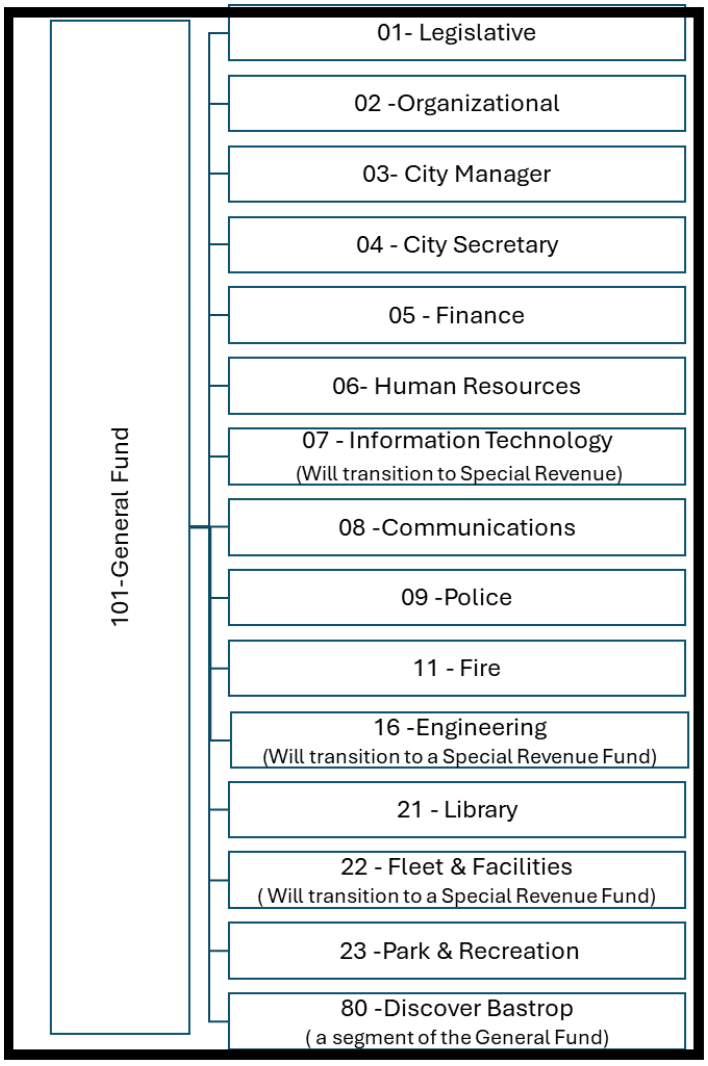
- Separates one-time capital expenditures from recurring operating costs
- Helps ensure that funding is available throughout multi-year projects
- Provides accountability and transparency for debt- or grant-funded projects
- Supports long-term planning in a Capital Improvement Plan (CIP)



The General Fund

The Workhorse of ALL Funds - Your Property Tax and Sales Tax Dollars at Work

The General Fund Departments



101 - The General Fund in Total

	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL		PROPOSED FY 25-26 BUDGET	
	FY2024	FY2024	FY2025	FY2025	FY25 Budget vs. FY25 Actual (%)	FY2026	FY25 Budget vs. FY26 Budget (%)
Expenses							
Expenses	$1,618,260	$1,704,478	$738,000	$789,819	7%	$269,000	%

	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL		PROPOSED FY 25-26 BUDGET	
	FY2024	FY2024	FY2025	FY2025	FY25 Budget vs. FY25 Actual (%)	FY2026	FY25 Budget vs. FY26 Budget (%)
WAGES							
LONGEVITY	$34,164	$30,994	$39,060	$36,379	-7%	$40,705	4%
OPERATIONAL SALARIES	$6,315,131	$6,820,335	$8,568,135	$7,576,483	-12%	$8,590,409	0%
OVERTIME	$168,350	$233,089	$267,600	$246,222	-8%	$277,600	4%
PRE-EMPLOYMENT EXPENSE	$6,122	$5,559	$18,060	$9,303	-48%	$19,510	8%
SIGN ON BONUS/RETENTION	$15,000	$15,000	$30,000	$10,000	-67%	$15,000	-50%
WAGES TOTAL	**$6,538,767**	**$7,104,977**	**$8,922,855**	**$7,878,387**	**-12%**	**$8,943,224**	**0%**
BENEFITS							
GROUP INSURANCE	$1,009,898	$1,045,252	$1,235,491	$1,151,673	-7%	$1,557,295	26%
RETIREE BENEFITS	$37,344	$100	$101,000	$0	-100%	$101,000	0%
RETIREMENT	$797,417	$912,675	$1,145,085	$1,112,186	-3%	$1,073,242	-6%
SOCIAL SECURITY	$497,956	$524,135	$659,839	$582,039	-12%	$655,125	-1%
WORKERS COMPENSATION	$79,476	$69,414	$202,696	$90,065	-56%	$267,546	32%
BENEFITS TOTAL	**$2,422,091**	**$2,551,576**	**$3,344,111**	**$2,935,963**	**-12%**	**$3,654,208**	**9%**
SUPPLIES & MATERIALS							
AMMUNITION/TARGETS	$20,815	$19,136	$45,815	$38,741	-15%	$45,815	0%
AUDIO VISUALS	$7,000	$5,460	$7,000	$4,638	-34%	$5,100	-27%
BOOKS	$48,000	$51,871	$50,500	$46,954	-7%	$53,000	5%
CHEMICALS	$0	$0	$3,000	$986	-67%	$3,000	0%
COMPUTER EQUIPMENT	$48,000	$49,127	$52,000	$51,247	-1%	$57,200	10%
ELECTION SUPPLIES	$1,500	$5	$2,000	$0	-100%	$0	-100%
EQUIPMENT	$38,675	$45,748	$184,712	$131,738	-29%	$220,250	19%
EVIDENCE	$6,400	$7,020	$28,650	$16,668	-42%	$21,500	-25%
FIRE PREVENTION MATERIALS	$4,500	$3,251	$4,500	$0	-100%	$5,000	11%
FORMS PRINTING	$10,436	$7,713	$9,010	$7,691	-15%	$9,750	8%
FUEL	$82,700	$84,016	$109,215	$112,669	3%	$116,178	6%
INCIDENT SUPPLIES	$18,370	$17,932	$9,920	$2,336	-76%	$10,366	5%
IRRIGATION SUPPLIES	$0	$0	$4,500	$3,733	-17%	$6,500	44%
JANITORIAL SUPPLIES	$4,122	$9,949	$36,402	$34,204	-6%	$42,398	16%
LIBRARY GRANT'S	$0	$2,500	$0	$0	–	$0	–
OFFICE EQUIPMENT	$47,040	$27,140	$43,765	$36,077	-18%	$37,320	-15%
POSTAGE	$28,105	$24,273	$28,565	$30,709	8%	$31,040	9%
PROTECTIVE GEAR	$24,900	$17,528	$30,700	$7,712	-75%	$34,500	12%
SAFETY SUPPLIES	$2,000	$308	$8,755	$2,549	-71%	$24,179	176%
SMALL EQUIPMENT	$9,765	$9,087	$9,765	$4,875	-50%	$9,765	0%
SMALL TOOLS	$500	$472	$14,000	$7,220	-48%	$23,000	64%
SPECIAL CLOTHING	$12,400	$3,766	$7,700	$134	-98%	$7,700	0%
SPECIAL PRINTING	$8,250	$8,376	$13,800	$7,696	-44%	$11,550	-16%
SUPPLIES	$124,303	$117,880	$149,517	$111,449	-25%	$144,822	-3%
SUPPLIES & MATERIALS TOTAL	**$547,781**	**$512,558**	**$853,791**	**$660,026**	**-23%**	**$919,933**	**8%**
MAINTENANCE & REPAIRS	$550,050	$633,376	$1,426,933	$1,444,129	1%	$1,758,522	23%
OCCUPANCY							
COMMUNICATIONS	$228,963	$223,032	$237,230	$227,305	-4%	$261,148	10%
LITTLE LEAGUE UTILITIES	$0	$0	$20,000	$15,235	-24%	$20,000	0%
OFFICE RENTAL	$0	$33,000	$33,000	$48,000	45%	$48,000	45%
PARKS & TRAILS UTILITIES	$0	$0	$15,000	$12,936	-14%	$15,000	0%
TXDOT UTILITY IRRIGATION METER	$0	$0	$13,000	$10,264	-21%	$13,000	0%
UTILITIES	$66,746	$69,512	$108,306	$99,852	-8%	$111,806	3%
OCCUPANCY TOTAL	**$295,709**	**$325,544**	**$426,536**	**$413,592**	**-3%**	**$468,954**	**10%**
CONTRACTUAL SERVICES							
SHARED SERVICES - IT	$0	$0	$0	$0	–	-$45,926	–

	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL		PROPOSED FY 25-26 BUDGET	
	FY2024	FY2024	FY2025	FY2025	FY25 Budget vs. FY25 Actual (%)	FY2026	FY25 [illegible]6 Budget (%)
AUDIT	$54,170	$77,612	$55,000	$10,750	-80%	$55,000	0%
BUILDING MAINTENANCE FEE	$0	$0	$7,600	$1,871	-75%	$7,600	0%
CODIFICATION OF ORDINANCE	$11,000	$3,784	$12,000	$3,442	-71%	$11,000	-8%
CONTRACTUAL SERVICES	$945,524	$950,591	$1,110,016	$1,070,135	-4%	$1,137,716	3%
CREDIT CARD PROCESSING FEES	$76,500	$88,447	$12,500	$76,980	516%	$42,500	240%
DEBT COLLECTION FEES	$8,000	$10,290	$8,000	$24,929	212%	$8,000	0%
DISPATCH SERVICES	$330,782	$325,000	$330,782	$325,000	-2%	$330,782	0%
EMPLOYEE BOND	$100	$0	$100	$0	-100%	$1,000	900%
ENGINEERING & CONSULTING	$15,000	$0	$15,000	$1,440	-90%	$15,000	0%
EQUIPMENT RENTAL	$17,690	$16,426	$15,625	$20,997	34%	$19,605	25%
FIREMEN AD&D	$3,300	$2,414	$3,300	$2,439	-26%	$3,300	0%
HAUL OFF - MISC.	$0	$0	$5,683	$110	-98%	$5,683	0%
JAG GRANT	$0	$0	$0	$0	–	$36,615	–
JURY EXPENSE	$750	$42	$750	$128	-83%	$750	0%
LEGAL SERVICES	$230,000	$614,146	$230,000	$229,109	0%	$285,000	24%
LEGAL SERVICES - TAXES	$12,500	$13,026	$12,500	$7,070	-43%	$12,500	0%
LIBRARY AUTOMATION	$3,950	$4,293	$4,500	$4,310	-4%	$4,700	4%
MEDICAL	$1,700	$0	$1,500	$946	-37%	$2,500	67%
PROFESSIONAL SERVICES	$238,311	$350,907	$386,973	$357,136	-8%	$423,214	9%
PROPERTY & LIABILITY INSURANCE	$173,600	$123,035	$206,000	$233,014	13%	$206,000	0%
PROPERTY TAX COLLECT/APPRAISAL	$147,824	$114,824	$182,031	$142,916	-21%	$158,666	-13%
RECORDING FEES	$500	$301	$1,000	$2,946	195%	$1,000	0%
TEEN COURT ADMINISTRATOR	$500	$0	$500	$0	-100%	$500	0%
UNEMPLOYMENT TAX	$0	$13,827	$0	$1,812	–	$0	–
UNIFORMS	$54,750	$63,395	$106,712	$71,601	-33%	$102,007	-4%
VEHICLE/EQUIP REPLACEMENT FEE	$380,199	$380,199	$893,310	$1,025,263	15%	$412,001	-54%
SHARED SERVICES - FLEET	$0	$0	$0	$0	–	-$17,543	–
CONTRACTUAL SERVICES TOTAL	**$2,706,649**	**$3,152,558**	**$3,601,382**	**$3,614,343**	**0%**	**$3,219,170**	**-11%**
OTHER CHARGES							
BAD DEBT EXPENSE	$3,000	$2,817	$2,000	$3,114	56%	$2,000	0%
BASTROP CO JUVENILE BOOTCAMP	$4,620	$4,620	$4,620	$4,620	0%	$4,620	0%
CITY PINS/APPRECIATION	$12,830	$18,000	$19,200	$90	-100%	$21,500	12%
CLEAN SWEEP	$5,000	$5,000	$5,000	$5,000	0%	$5,000	0%
CODE ENFORCE CLEAN UP PROJECTS	$1,000	-$190	$0	$0	–	$0	–
COMMUNITY EVENT SUPPORT	$95,000	$147,836	$107,000	$105,318	-2%	$156,000	46%
COMMUNITY SUPPORT	$157,000	$180,286	$180,000	$171,141	-5%	$148,972	-17%
DUES, SUBSCRIPTIONS & PUB	$70,378	$87,135	$84,937	$53,424	-37%	$79,677	-6%
ELECTION SERVICES	$43,000	$39,128	$43,000	$68,220	59%	$45,000	5%
EQUIPMENT RENTALS	$27,869	$19,252	$31,234	$25,875	-17%	$31,234	0%
HISTORICAL STRUCTURE REFUND	$25,000	$24,969	$0	$0	–	$0	–
OVERHEAD ALLOCATION	-$1,615,710	-$1,615,710	-$1,827,815	-$1,680,080	-8%	-$1,832,815	0%
OVERS/SHORTS	$25	-$34	$25	-$12	-148%	$25	0%
PD LEOSE EXP	$0	$3	$0	$0	–	$0	–
PRISONER HOUSING	$0	$0	$0	$0	–	$0	–
RECREATION PROGRAMS	$32,500	$27,347	$32,500	$14,082	-57%	$32,500	0%
SPECIAL EVENTS	$17,800	$18,405	$19,300	$19,751	2%	$35,050	82%
SPONSOR COMM EVENTS	$0	$750	$0	$0	–	$0	–

	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL		PROPOSED FY 25-26 BUDGET	
	FY2024	FY2024	FY2025	FY2025	FY25 Budget vs. FY25 Actual (%)	FY2026	FY25 Budget vs. FY26 Budget (%)
TRAVEL & TRAINING	$132,800	$134,700	$174,890	$133,721	-24%	$202,634	16%
OTHER CHARGES TOTAL	**-$987,888**	**-$905,685**	**-$1,124,109**	**-$1,075,738**	**-4%**	**-$1,068,603**	**-5%**
OTHER SERVICES							
ADVERTISING	$21,375	$43,852	$42,225	$47,869	13%	$52,750	25%
OTHER SERVICES TOTAL	**$21,375**	**$43,852**	**$42,225**	**$47,869**	**13%**	**$52,750**	**25%**
CONTINGENCY	$35,000	$0	$35,000	$5,667	-84%	$35,000	0%
CAPITAL OUTLAY	$0	$518	$0	$0	–	$0	–
TRANSFERS OUT	$118,500	$118,500	$0	$357,610	–	$356,766	–
EXPENSES TOTAL	**$13,866,295**	**$15,242,250**	**$18,266,724**	**$17,071,669**	**-7%**	**$18,608,924**	**2%**
Revenues	$16,808,664	$16,920,457	$17,773,380	$16,497,790	-7%	$18,512,406	4%



Significant Base Budget Changes in FY 2026

This fund saw significant changes in:

1 Part Time Position in Library

1 Accountant in Finance
1 Mechanic in Fleet and Facilities
1 Human Resources Generalist

Insurance costs: Medical, dental, and health insurance increased 13% with medical alone increasing more than 10%. This was down from an expected increase of 26%.
Vehicle Equipment and Replacement fund requires attention. The method in which the City has budgeted for this account is unsustainable.

City Council

Fund 101-Department 01 - Leading the Way



Overview

The City of Bastrop operates as a home-rule municipality, governed by a City Charter, City Ordinance, and state law.

The City Council is composed of five (5) elected members and a mayor. The mayor does not vote and acts as a tie breaking vote if necessary.

The City Council is responsible for appointing the City Manager, City Attorney, and Municipal Court judge, as well as the members of various boards and commissions. As elected officials, council is tasked with enacting local legislation, setting policies, and approving the annual budget. Additionally, the council establishes the tax rate and authorizes the issuance of bonds to pay for large capital projects or short-term tax notes.

Significant Base Budget Changes in FY2026

Increases in salary was an approved ordinance amendment in early 2025. Also included in this budget are special event requests for tables, events, etc, as well as an increase in the travel and training budget.

101-01 Legislative Operating

	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL	PROPOSED FY 25-26 BUDGET		
	FY2024	FY2024	FY2025	FY2025	FY25 Budget vs. FY25 Actual (%)	FY2026	FY25 Budget vs. FY26 Budget (%)
Expenses							
WAGES							
LONGEVITY	$0	$0	$0	$0	–	$0	–
OPERATIONAL SALARIES	$6,300	$6,300	$6,300	$7,953	26%	$13,500	114%
OVERTIME	$0	$0	$0	$0	–	$0	–
SIGN ON BONUS/RETENTION	$0	$0	$0	$0	–	$0	–
WAGES TOTAL	**$6,300**	**$6,300**	**$6,300**	**$7,953**	**26%**	**$13,500**	**114%**
BENEFITS							
GROUP INSURANCE	$0	$0	$0	$0	–	$0	–
RETIREMENT	$0	$0	$0	$0	–	$0	–
SOCIAL SECURITY	$482	$482	$482	$609	26%	$1,033	%

	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL	PROPOSED FY 25-26 BUDGET		
	FY2024	FY2024	FY2025	FY2025	FY25 Budget vs. FY25 Actual (%)	FY2026	FY25 [illegible]6 Budget (%)
WORKERS COMPENSATION	$25	$946	$26	$13	-50%	$25	-4%
BENEFITS TOTAL	**$507**	**$1,428**	**$508**	**$622**	**22%**	**$1,058**	**108%**
SUPPLIES & MATERIALS							
FORMS PRINTING	$386	$195	$350	$305	-13%	$350	0%
POSTAGE	$100	$11	$100	$0	-100%	$100	0%
SUPPLIES	$3,500	$3,746	$3,500	$2,571	-27%	$3,500	0%
SUPPLIES & MATERIALS TOTAL	**$3,986**	**$3,953**	**$3,950**	**$2,876**	**-27%**	**$3,950**	**0%**
OCCUPANCY							
COMMUNICATIONS	$3,060	$2,839	$3,000	$2,865	-5%	$3,000	0%
UTILITIES	$4,590	$6,200	$4,600	$6,464	41%	$7,000	52%
OCCUPANCY TOTAL	**$7,650**	**$9,039**	**$7,600**	**$9,329**	**23%**	**$10,000**	**32%**
CONTRACTUAL SERVICES							
SHARED SERVICES - IT	$0	$0	$0	$0	–	$2,557	–
PROFESSIONAL SERVICES	$10,000	$10,177	$10,000	$8,700	-13%	$10,000	0%
RECORDING FEES	$500	$301	$1,000	$2,221	122%	$1,000	0%
CONTRACTUAL SERVICES TOTAL	**$10,500**	**$10,478**	**$11,000**	**$10,921**	**-1%**	**$13,557**	**23%**
OTHER CHARGES							
DUES, SUBSCRIPTIONS & PUB	$1,660	$970	$1,600	$1,200	-25%	$1,600	0%
SPECIAL EVENTS	$0	$0	$0	$0	–	$5,000	–
TRAVEL & TRAINING	$15,500	$16,527	$12,920	$24,263	88%	$15,000	16%
OTHER CHARGES TOTAL	**$17,160**	**$17,497**	**$14,520**	**$25,463**	**75%**	**$21,600**	**49%**
OTHER SERVICES							
ADVERTISING	$700	$0	$700	$3,145	349%	$700	0%
OTHER SERVICES TOTAL	**$700**	**$0**	**$700**	**$3,145**	**349%**	**$700**	**0%**
EXPENSES TOTAL	**$46,803**	**$48,695**	**$44,578**	**$60,308**	**35%**	**$64,365**	**44%**
Revenues	–	–	–	–	–	–	–

City Organization

Fund 101. Department 02 - The repository of all general expenses covered by general revenue.

Overview

This department was established to improve efficiency in processing expenditures that benefit all City departments and to consolidate citywide expenses in a single location. It serves as a centralized account for costs that impact the entire organization. Examples of such expenditures include property and general liability insurance, legal services, retiree insurance, 380 agreements, communications, and consulting services. The credit reflects reimbursements to the General Fund from BP&L, Water/Wastewater, and the Hotel Occupancy Tax Fund for administrative support services.

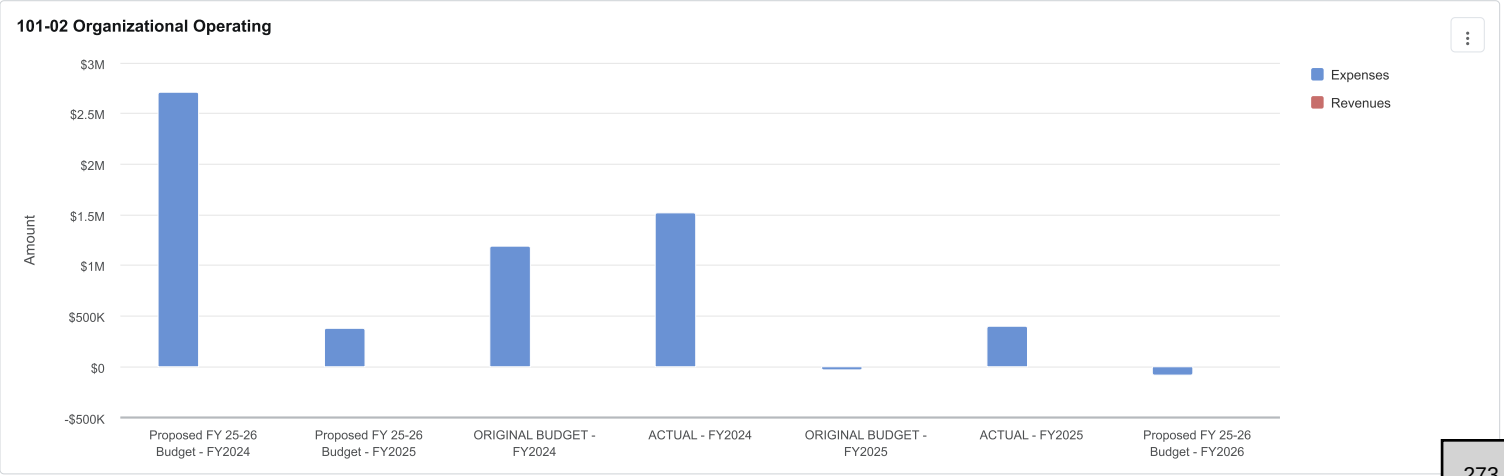
Significant Base Budget Change in FY2026

Personnel costs include group insurance and retirement expenses. Group insurance covers the City's 50% contribution toward dependent care coverage for General Fund employees, as well as the contracted fees for benefit consultants. The City increased its 50% contribution for FY 2024 in response to growing utilization of this benefit. Group insurance increased by 12% this fiscal year per contractual agreement.

The Contractual Services category covers insurance premiums, property tax collection and appraisal services, general contractual services, and legal services. The contractual services line item includes two specific agreements: a $40,000 contract with CARTS and a $9,000 cost-share agreement with the County for the Pine Street parking lot. The Professional Services category includes $36,000 allocated for independent contractors. Property insurance increased by 17.7% this fiscal year, compared to 42% in the prior year, and legal services saw a 15% increase.

The Other Charges category includes the Overhead Allocation, which represents a credit to the General Fund from the proprietary funds. This amount remained the same in FY 2025.

Transfers out include amounts to Vehicle/Equipment Replacement Fund requires further review and a more solvent plan moving forward.



101-02 Organizational Operating

	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL		PROPOSED FY 25-26 BUDGET	
	FY2024	FY2024	FY2025	FY2025	FY25 Budget vs. FY25 Actual (%)	FY2026	FY25 Budget vs. FY26 Budget (%)
Expenses							
Expenses	$1,617,760	$1,617,584	$620,000	$622,699	0%	$0	-100%
BENEFITS							
GROUP INSURANCE	$162,955	$214,897	$150,000	$189,671	26%	$168,000	12%
RETIREE BENEFITS	$37,344	$100	$101,000	$0	-100%	$101,000	0%
WORKERS COMPENSATION	$0	$921	$0	$0	–	$0	–
BENEFITS TOTAL	**$200,299**	**$215,919**	**$251,000**	**$189,671**	**-24%**	**$269,000**	**7%**
SUPPLIES & MATERIALS							
POSTAGE	$300	$332	$0	$0	–	$0	–
SUPPLIES	$12,000	$14,437	$12,000	$12,241	2%	$12,360	3%
SUPPLIES & MATERIALS TOTAL	**$12,300**	**$14,769**	**$12,000**	**$12,241**	**2%**	**$12,360**	**3%**
MAINTENANCE & REPAIRS	$15,100	$46,988	$15,100	$9,300	-38%	$15,100	0%
OCCUPANCY							
COMMUNICATIONS	$89,880	$87,973	$89,880	$84,014	-7%	$89,880	0%
OCCUPANCY TOTAL	**$89,880**	**$87,973**	**$89,880**	**$84,014**	**-7%**	**$89,880**	**0%**
CONTRACTUAL SERVICES							
CONTRACTUAL SERVICES	$49,000	$19,347	$49,000	$97,900	100%	$49,000	0%
ENGINEERING & CONSULTING	$15,000	$0	$15,000	$1,440	-90%	$15,000	0%
LEGAL SERVICES	$200,000	$584,393	$200,000	$197,958	-1%	$230,000	15%
LEGAL SERVICES - TAXES	$12,500	$13,026	$12,500	$7,070	-43%	$12,500	0%
PROFESSIONAL SERVICES	$40,792	$76,733	$36,000	$39,100	9%	$73,100	103%
PROPERTY & LIABILITY INSURANCE	$173,600	$123,035	$206,000	$233,014	13%	$206,000	0%
PROPERTY TAX COLLECT/APPRAISAL	$147,824	$114,824	$182,031	$142,916	-21%	$158,666	-13%
UNEMPLOYMENT TAX	$0	$1,989	$0	$0	–	$0	–
CONTRACTUAL SERVICES TOTAL	**$638,716**	**$933,347**	**$700,531**	**$719,397**	**3%**	**$744,266**	**6%**
OTHER CHARGES							
BASTROP CO JUVENILE BOOTCAMP	$4,620	$4,620	$4,620	$4,620	0%	$4,620	0%
CLEAN SWEEP	$5,000	$5,000	$5,000	$5,000	0%	$5,000	0%
COMMUNITY SUPPORT	$0	$0	$0	$0	–	$148,972	–
DUES, SUBSCRIPTIONS & PUB	$5,959	$7,229	$6,000	$5,598	-7%	$6,000	0%
EQUIPMENT RENTALS	$21,945	$19,252	$22,000	$23,606	7%	$22,000	0%
HISTORICAL STRUCTURE REFUND	$25,000	$24,969	$0	$0	–	$0	–
OVERHEAD ALLOCATION	-$1,603,710	-$1,603,710	-$1,815,815	-$1,669,080	-8%	-$1,820,815	0%
PD LEOSE EXP	$0	$3	$0	$0	–	$0	–
SPECIAL EVENTS	$0	-$1,035	$0	$138	–	$0	–
TRAVEL & TRAINING	$3,000	$0	$0	$1,114	–	$5,000	–
OTHER CHARGES TOTAL	**-$1,538,186**	**-$1,543,672**	**-$1,778,195**	**-$1,629,005**	**-8%**	**-$1,629,223**	**-8%**
OTHER SERVICES							
ADVERTISING	$1,500	$29,373	$26,500	$31,945	21%	$26,500	0%
OTHER SERVICES TOTAL	**$1,500**	**$29,373**	**$26,500**	**$31,945**	**21%**	**$26,500**	**0%**
CONTINGENCY	$35,000	$0	$35,000	$5,667	-84%	$35,000	0%
CAPITAL OUTLAY	$0	$518	$0	$0	–	$0	–
TRANSFERS OUT	$118,500	$118,500	$0	$357,610	–	$356,766	–
EXPENSES TOTAL	**$1,190,869**	**$1,521,299**	**-$28,184**	**$403,541**	**-1,532%**	**-$80,351**	**185%**

	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL	PROPOSED FY 25-26 BUDGET		
	FY2024	FY2024	FY2025	FY2025	FY25 Budget vs. FY25 Actual (%)	FY2026	FY25 [illegible]6 Budget (%)
Revenues	–	–	–	–	–	–	–

Community Support Requests

	Community Support Group	FY2025 Awarded	FY2026 Reauested	Notes(% Change)
1	American Legion Post 533	$0.00	$20,000.00	FIRST TIME- Bridging Bastrop Goal
2	* Bastrop CATS Anonymous	$3,500.00		Not Funded
3	* Bastrop County Emergency Food Pantry	$33,685.00	$33,685.00	0% Increase
4	* * Bastrop County First Responders	$14,669.00		Other Opportunities for funding
5	* Bastrop County Women's Shelter	$12,000.00	$12,000.00	0% Increase
6	Bastrop Hope House	$0.00		Not Funded
7	***Bastrop County Long Term Recovery	$12,000.00	$10,000.00	16.7% Decrease
8	* Bastrop Pregnancy Resource Center	$10,450.00		Not Funded
9	Bastrop Youth Soccer Organization	$0.00		Not Funded
10	Camp Haven Sanctuary	$0.00		Not Funded
11	****CASA	$9,000.00	$9,000.00	0% Increase
12	* Children's Advocacy Center	$20,000.00	$22,500.00	12.5% Increase
13	Combined Community Action	$10,000.00	$11,787.50	17.8% Increase (Includes funding for Convention Center use)
14	* * * Connections Individual & Family Services	$0.00		Not Funded
15	* Feed The Need	$10,000.00	$10,000	80% Increase requested – Not Funded
16	Friendship Bible Baptist Church	$12,500.00		Not Funded
17	* * * In The Streets Hands Up High	$15,000.00	$20,000	$25K requested - reduced
18	Kerr Community Center	$0.00		Not Funded
19	* * * * * Pines & Prairies Land Trust	$8,337.00		Not Funded
		$171,141.00	$148,972.50	-13%

This division of the General Fund, in FY 2026, now includes the Community Support requests. Previously, they were included in Community Engagement. That has morphed into Discover Bastrop, and this is the more logical place to include it in the budget. As detailed, only those organizations which provide distinct support to the City during emergent events, weather events, or are partners to deliver service, are included. At retreat, council discussed a Bastrop Day of Giving to help fund the rest.

Goal #1

Support overall city organizations

Goal #2

Provide great internal customer service

Goal #3

Be efficient and effective in operations. Review contracts on an annual basis.

Goal #4

Continue to support community support organizations in an efficient manner using contracts for service.

City Manager

Fund 101. Department 03. The City's Chief Administrative Official.



Overview

The City Manager's Office is committed to offering superior leadership, guidance, and support for the City of Bastrop. The City Manager's Office is also tasked with strategically leading the community through the challenges that expansionary growth brings to a community by incorporating innovative solutions, revising business processes where needed, and implementing programs and policies to ensure the City of Bastrop is financially solvent for years to come. Finally, the City Manager's Office focuses on bringing the necessary quality of life assets to the community, such as park enhancements, protection of our historic districts, supports for the arts, organizational excellence, public safety enhancements, infrastructure expansion, increasing the housing supply, and job creation through development projects, to ensure the City of Bastrop remains a vibrant place to live, work, and play.

Significant Base Budget Change in FY2026

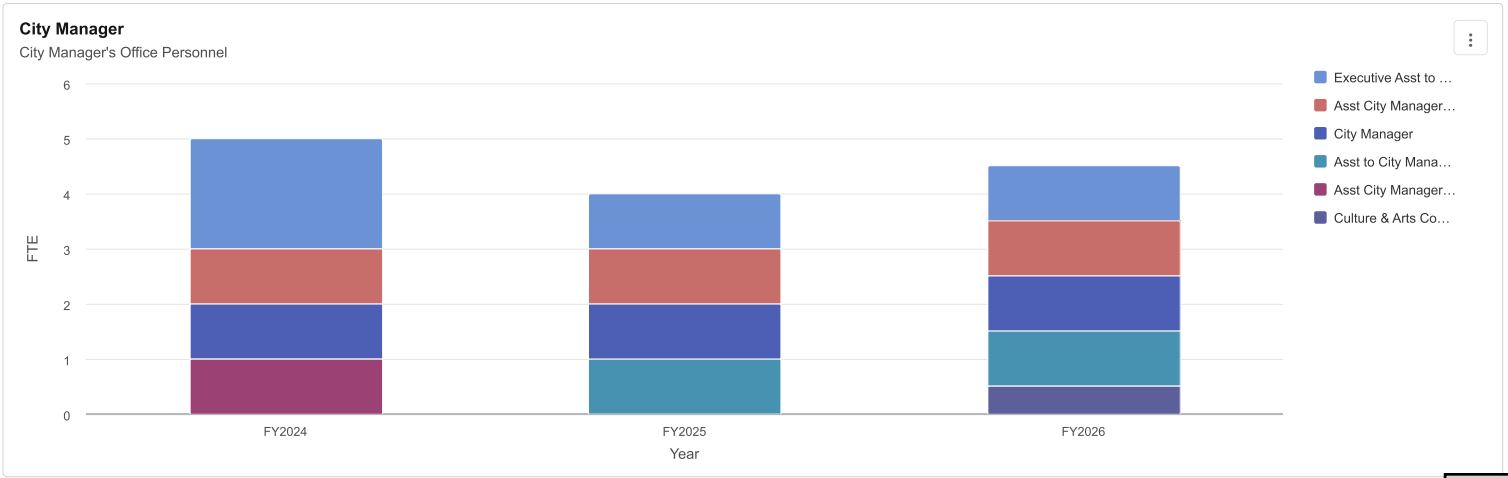
The first set of changes in the City Manager's budget is related to an increase in expenses for Travel and Training, and communication costs for the members of the department. The next set of changes is related to the addition of two new expenses in the City Manager's base budget for shared IT Services and Community Event Support for programs such as "Sit with Syl."

101-03 City Manager

	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL		PROPOSED FY 25-26 BUDGET	
	FY2024	FY2024	FY2025	FY2025	FY25 Budget vs. FY25 Actual (%)	FY2026	FY25 Budget vs. FY26 Budget (%)
Expenses							
WAGES							
LONGEVITY	$900	$1,435	$2,160	$2,145	-1%	$2,375	[illegible]%

	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL		PROPOSED FY 25-26 BUDGET	
	FY2024	FY2024	FY2025	FY2025	FY25 Budget vs. FY25 Actual (%)	FY2026	FY25 Budget (%)
OPERATIONAL SALARIES	$490,329	$543,666	$573,320	$515,881	-10%	$605,898	6%
OVERTIME	$0	$3,512	$2,000	$2,552	28%	$0	-100%
SIGN ON BONUS/RETENTION	$0	$0	$0	$0	–	$0	–
WAGES TOTAL	**$491,229**	**$548,613**	**$577,480**	**$520,578**	**-10%**	**$608,273**	**5%**
BENEFITS							
GROUP INSURANCE	$39,058	$39,520	$42,000	$41,369	-1%	$62,384	49%
RETIREMENT	$61,898	$79,699	$81,065	$81,021	0%	$78,939	-3%
SOCIAL SECURITY	$37,787	$38,163	$43,800	$36,616	-16%	$41,831	-4%
WORKERS COMPENSATION	$576	$1,804	$2,351	$588	-75%	$2,472	5%
BENEFITS TOTAL	**$139,319**	**$159,186**	**$169,216**	**$159,594**	**-6%**	**$185,626**	**10%**
SUPPLIES & MATERIALS							
OFFICE EQUIPMENT	$2,000	$118	$1,000	$0	-100%	$1,000	0%
POSTAGE	$100	$0	$100	$32	-68%	$100	0%
SUPPLIES	$5,000	$2,984	$5,000	$2,560	-49%	$8,000	60%
SUPPLIES & MATERIALS TOTAL	**$7,100**	**$3,102**	**$6,100**	**$2,593**	**-57%**	**$9,100**	**49%**
OCCUPANCY							
COMMUNICATIONS	$2,000	$2,089	$2,000	$1,888	-6%	$7,000	250%
UTILITIES	$1,700	$1,699	$1,700	$2,081	22%	$1,700	0%
OCCUPANCY TOTAL	**$3,700**	**$3,788**	**$3,700**	**$3,969**	**7%**	**$8,700**	**135%**
CONTRACTUAL SERVICES							
SHARED SERVICES - IT	$0	$0	$0	$0	–	$8,477	–
UNEMPLOYMENT TAX	$0	$3,378	$0	$0	–	$0	–
CONTRACTUAL SERVICES TOTAL	**$0**	**$3,378**	**$0**	**$0**	**–**	**$8,477**	**–**
OTHER CHARGES							
COMMUNITY EVENT SUPPORT	$0	$0	$0	$0	–	$5,000	–
DUES, SUBSCRIPTIONS & PUB	$6,000	$1,094	$6,000	$1,029	-83%	$6,000	0%
TRAVEL & TRAINING	$10,000	$23,385	$10,000	$14,345	43%	$22,000	120%
OTHER CHARGES TOTAL	**$16,000**	**$24,479**	**$16,000**	**$15,374**	**-4%**	**$33,000**	**106%**
EXPENSES TOTAL	**$657,348**	**$742,545**	**$772,496**	**$702,108**	**-9%**	**$853,176**	**10%**
Revenues	–	–	–	–	–	–	–

Personnel Schedule



Goal #1

Strategic Alignment:

- Ensure that the budget supports the City Council's strategic goals and objectives, such as improving public safety, enhancing infrastructure, and promoting economic development.

Goal #2

Fiscal Responsibility:

- Responsible management of the City's finances, ensuring that resources are allocated effectively and efficiently. This includes implementing cost-containment initiatives and seeking ways to optimize resource utilization.

Goal #3

Organizational Excellence:

- Focus on improving organizational efficiency and effectiveness, including streamlining of processes, enhancing communication, and promoting a culture of accountability.

Goal #4

Public Service Delivery:

- Prioritize the effective delivery of essential city services, such as public safety, transportation, and utilities.

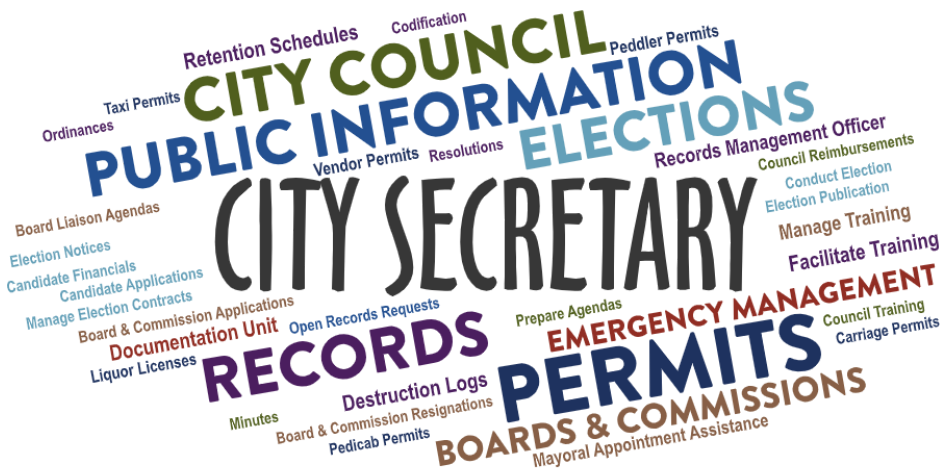
Goal #5

Capital Improvement Program:

- Overseeing the development and implementation of the City's capital improvement program, which involves investing in major infrastructure projects like road improvements, public works, and parks.

City Secretary

Fund 101. Department 04. The official record keeper for the City.

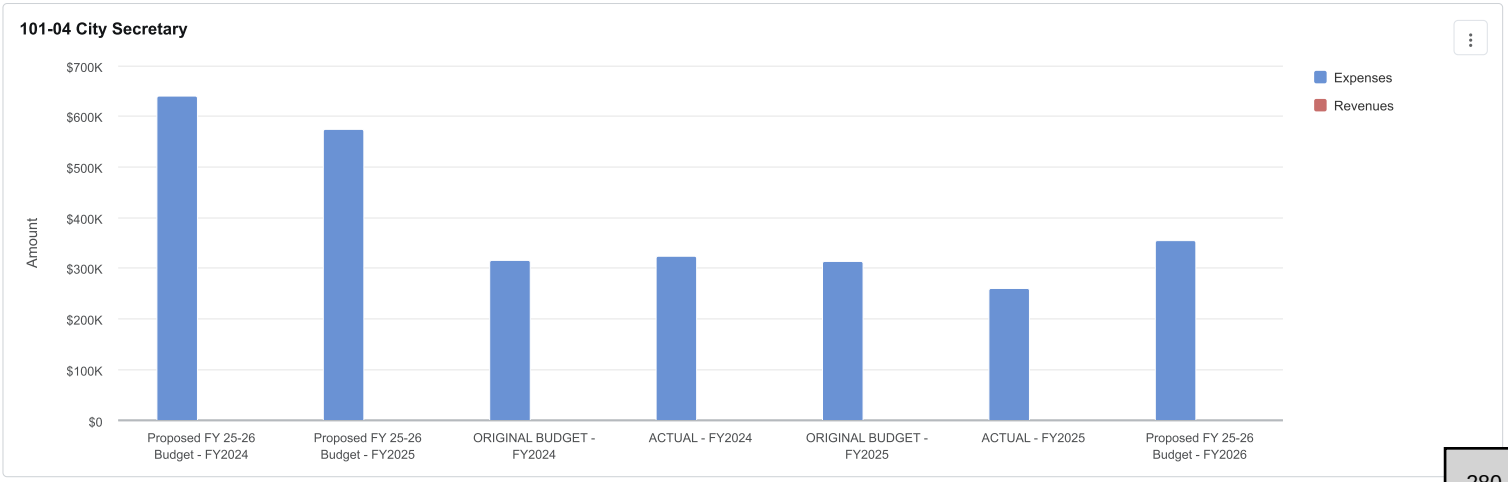


Overview

The City Secretary Department is responsible for maintaining the official records of the City and ensuring transparency and compliance with local and state laws. The department supports the City Council by preparing agendas, recording meeting minutes, managing public information requests, coordinating municipal elections, and maintaining records such as ordinances, resolutions, and contracts. It serves as a key point of contact for both internal departments and the public

Significant Base Budget Change in FY2026

A significant base budget increase was attributed to a 900% rise in employee bond costs. In accordance with City Ordinance, employee bonds are required for the positions of City Manager, City Secretary, City Attorney, Mayor, and Chief of Police.

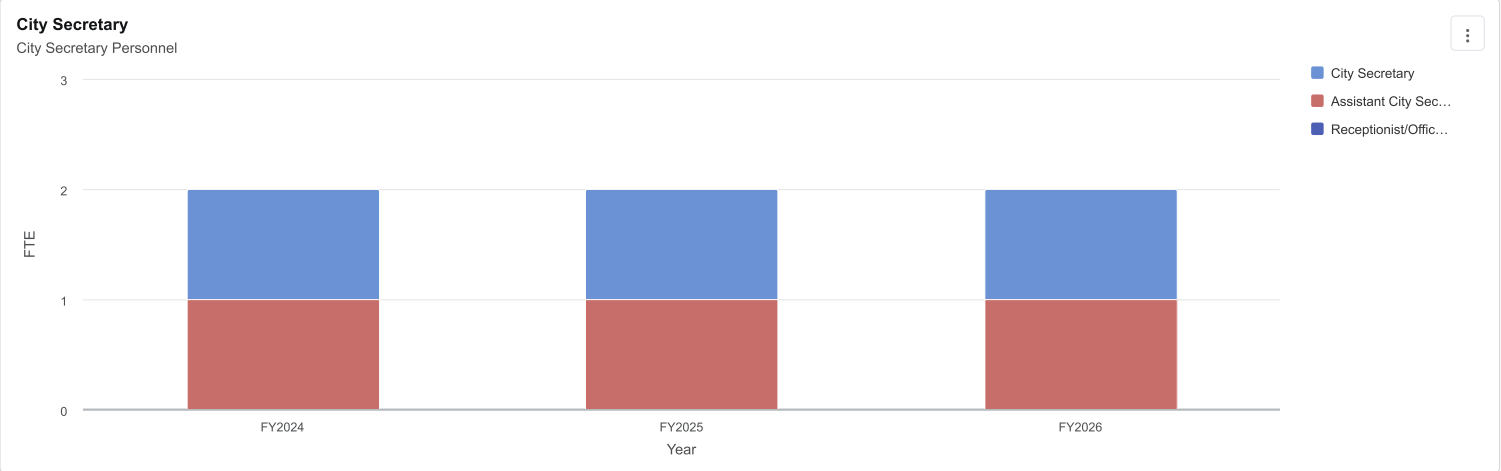


Expenditures by Function

101-04 City Secretary

	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL		PROPOSED FY 25-26 BUDGET	
	FY2024	FY2024	FY2025	FY2025	FY25 Budget vs. FY25 Actual (%)	FY2026	FY25 Budget vs. FY26 Budget (%)
Expenses							
Expenses	$500	$0	$0	$0	–	$0	–
WAGES	$167,613	$210,384	$172,980	$123,505	-29%	$192,481	11%
BENEFITS	$53,555	$53,110	$58,307	$38,379	-34%	$75,292	29%
SUPPLIES & MATERIALS	$4,250	$1,727	$4,750	$1,701	-64%	$2,750	-42%
MAINTENANCE & REPAIRS	$9,100	$7,595	$9,500	$8,550	-10%	$9,500	0%
OCCUPANCY	$1,776	$1,619	$1,776	$1,917	8%	$1,776	0%
CONTRACTUAL SERVICES	$27,600	$3,784	$14,600	$5,803	-60%	$16,069	10%
OTHER CHARGES							
DUES, SUBSCRIPTIONS & PUB	$800	$155	$800	$180	-77%	$1,000	25%
ELECTION SERVICES	$43,000	$39,128	$43,000	$68,220	59%	$45,000	5%
SPECIAL EVENTS	$5,000	$4,037	$5,000	$4,794	-4%	$2,500	-50%
TRAVEL & TRAINING	$3,000	$2,424	$3,000	$4,252	42%	$5,000	67%
OTHER CHARGES TOTAL	**$51,800**	**$45,744**	**$51,800**	**$77,446**	**50%**	**$53,500**	**3%**
OTHER SERVICES							
ADVERTISING	$400	$247	$400	$3,778	845%	$3,400	750%
OTHER SERVICES TOTAL	**$400**	**$247**	**$400**	**$3,778**	**845%**	**$3,400**	**750%**
EXPENSES TOTAL	**$316,594**	**$324,209**	**$314,113**	**$261,078**	**-17%**	**$354,768**	**13%**
Revenues	–	–	–	–	–	–	–

Personnel Schedule



Data Updated: Aug 01, 2025, 12:54 PM

Goal #1

Continue to respond promptly and legally to all Open Records Requests within 10 days of receipt of the request according to the Texas Public Information Act.

Goal #2

Continue to publish Resolutions, Ordinances, and corresponding Exhibits on the City's website within five (5) days of final execution.

Goal #3

Continue to strive for Minutes (City Council, Board, and/or Commission) to be approved without errors 95% of the time.

Communications

Fund 101. Department 08. Keeping our residents informed.

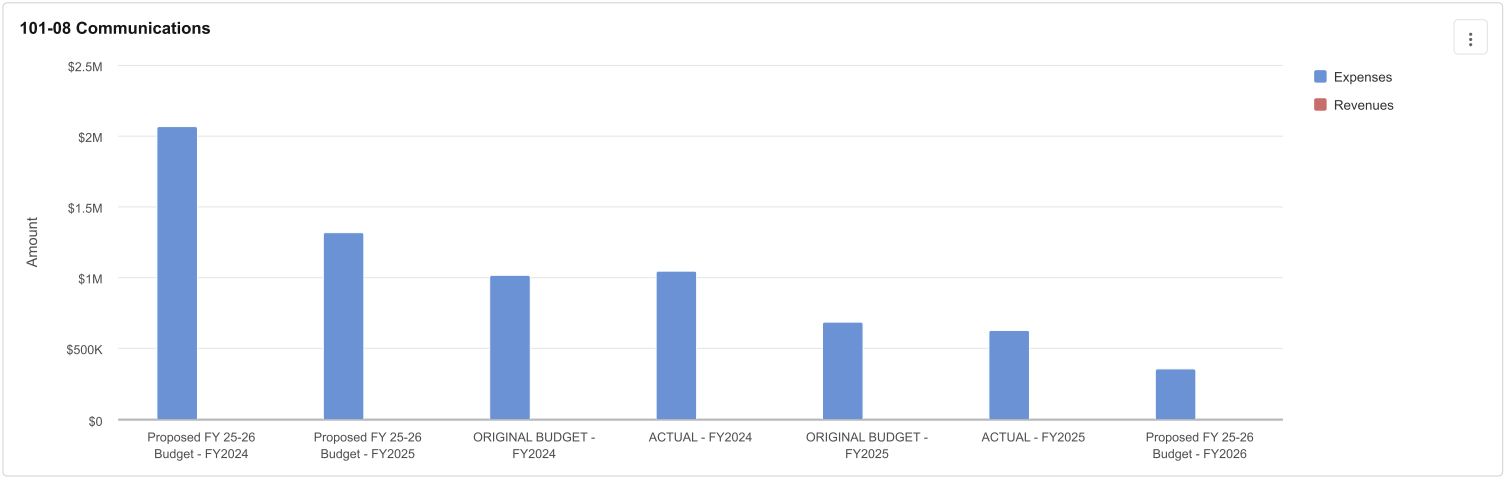


Overview

To provide clear, consistent, and timely messaging to build public trust and enhance understanding in the community we serve.

Significant Base Budget Change in FY2026

The Communications Department's budget saw some significant reductions in the FY2025 budget year and the increases proposed for the upcoming year reflect a return to the levels of the FY2024 funding.



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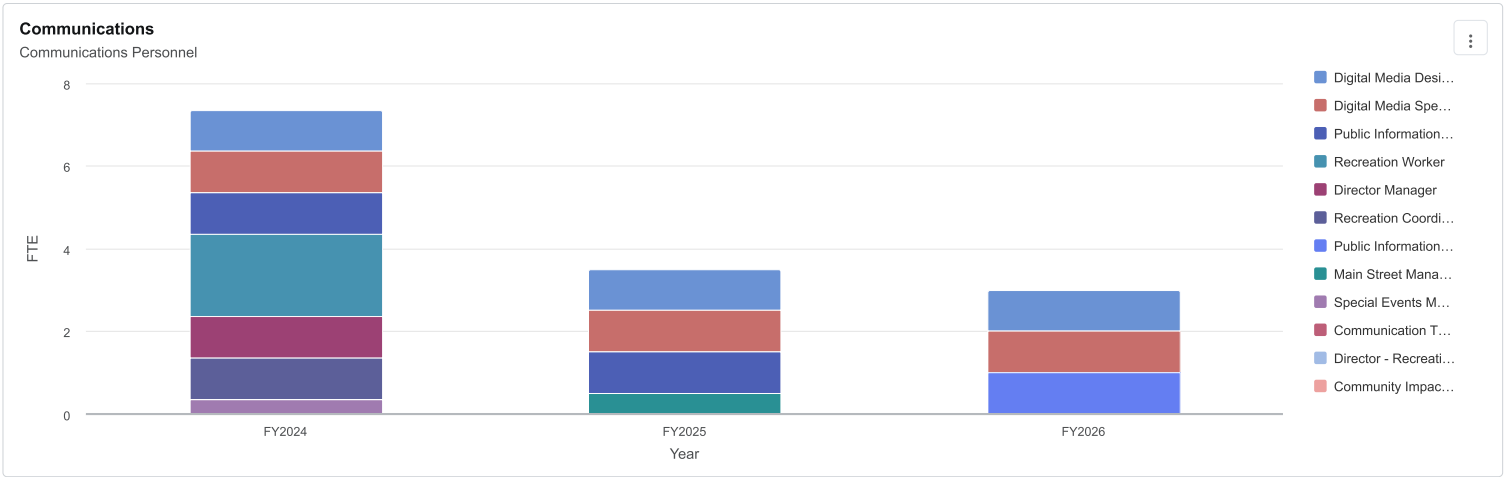
Expenditures by Function

101-08 Communications

	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL		PROPOSED FY 25-26 BUDGET	
	FY2024	FY2024	FY2025	FY2025	FY25 Budget vs. FY25 Actual (%)	FY2026	FY25 Budget vs. FY26 Budget (%)
Expenses							
WAGES	$444,286	$420,801	$260,760	$241,156	-8%	$228,253	-12%
BENEFITS	$133,553	$140,075	$91,434	$85,889	-6%	$84,132	-8%
SUPPLIES & MATERIALS	$24,450	$14,598	$6,000	$2,479	-59%	$8,500	42%
MAINTENANCE & REPAIRS	$9,000	$5,080	$2,000	$7,122	256%	$6,000	200%
OCCUPANCY	$8,700	$7,677	$6,200	$6,042	-3%	$1,200	-81%
CONTRACTUAL SERVICES	$97,140	$87,510	$13,000	$2,570	-80%	$23,827	83%
OTHER CHARGES							
COMMUNITY EVENT SUPPORT	$95,000	$147,836	$107,000	$105,318	-2%	$0	-100%
COMMUNITY SUPPORT	$157,000	$180,286	$180,000	$171,141	-5%	$0	-100%
DUES, SUBSCRIPTIONS & PUB	$2,018	$3,645	$1,000	$3,022	202%	$3,234	223%
RECREATION PROGRAMS	$32,500	$27,273	$16,500	$2,017	-88%	$0	-100%
SPONSOR COMM EVENTS	$0	$750	$0	$0	–	$0	–
TRAVEL & TRAINING	$5,000	$3,826	$1,000	$1,713	71%	$2,000	100%
OTHER CHARGES TOTAL	**$291,518**	**$363,616**	**$305,500**	**$283,211**	**-7%**	**$5,234**	**-98%**
OTHER SERVICES							
ADVERTISING	$9,500	$6,306	$2,500	$1,167	-53%	$3,500	40%
OTHER SERVICES TOTAL	**$9,500**	**$6,306**	**$2,500**	**$1,167**	**-53%**	**$3,500**	**40%**
EXPENSES TOTAL	**$1,018,147**	**$1,045,664**	**$687,394**	**$629,634**	**-8%**	**$360,646**	**-48%**
Revenues	–	–	–	–	–	–	–

Personnel Schedule



Data Updated: Aug 01, 2025, 12:54 PM

Goal #1

- Complete an overhaul and redesign the official City of Bastrop website.

Goal #2

- Begin system updates to the City Hall live streaming hardware.

Goal #3

Finance

Fund 101. Department 05. Ensuring the solvency of the City.



Overview

The Finance Department is responsible for managing the City's financial operations to ensure fiscal integrity, transparency, and accountability. Key functions include budget preparation and oversight, financial reporting, accounting, payroll, accounts payable and receivable, debt management, treasury functions, and coordination of the annual audit. The department supports strategic decision-making by providing accurate and timely financial information to City leadership, departments, and the public.

Significant Base Budget Change in FY2026

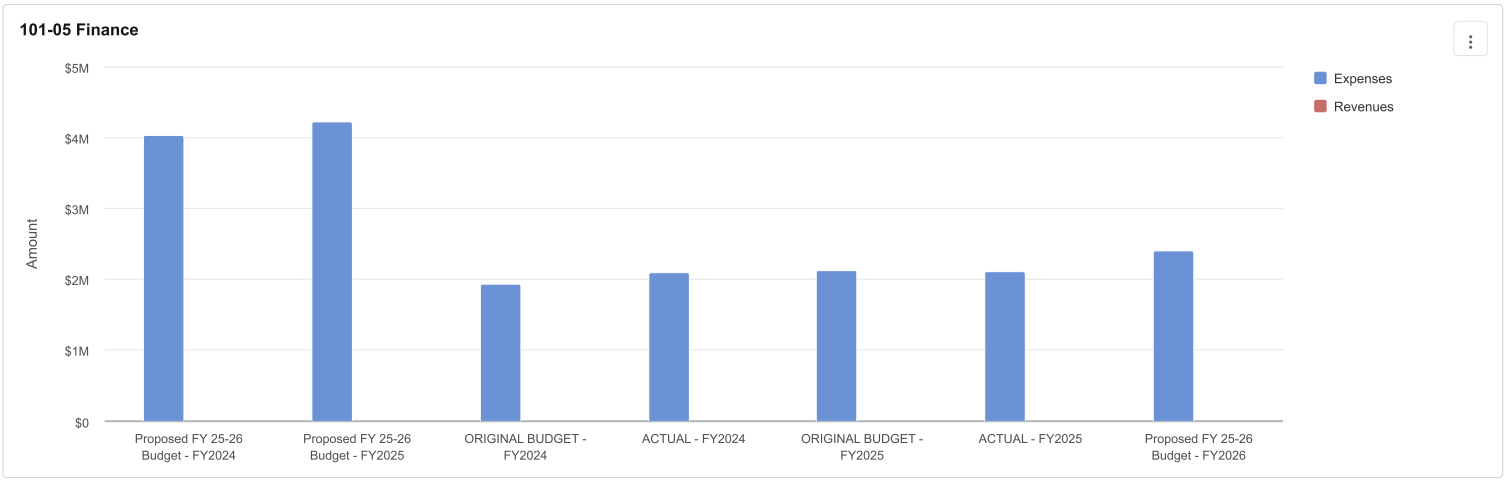
One significant change to the base budget for FY2026 is to add an additional Accountant position.

101-05 Finance

	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL		PROPOSED FY 25-26 BUDGET	
	FY2024	FY2024	FY2025	FY2025	FY25 Budget vs. FY25 Actual (%)	FY2026	FY25 Budget vs. FY26 Budget (%)
Expenses							
Expenses	$0	$86,893	$0	$5,554	–	$0	–
WAGES	$600,962	$574,856	$713,425	$689,139	-3%	$791,384	11%
BENEFITS	$209,587	$211,530	$255,314	$237,206	-7%	$332,970	%

	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL		PROPOSED FY 25-26 BUDGET	
	FY2024	FY2024	FY2025	FY2025	FY25 Budget vs. FY25 Actual (%)	FY2026	FY25 [illegible]6 Budget (%)
SUPPLIES & MATERIALS	$26,400	$25,607	$28,200	$31,408	11%	$31,040	10%
MAINTENANCE & REPAIRS	$119,175	$107,308	$167,865	$156,241	-7%	$108,461	-35%
OCCUPANCY	$14,761	$52,255	$44,521	$65,539	47%	$60,621	36%
CONTRACTUAL SERVICES	$956,633	$1,035,929	$903,755	$924,632	2%	$1,075,608	19%
OTHER CHARGES							
BAD DEBT EXPENSE	$3,000	$2,817	$2,000	$3,114	56%	$2,000	0%
DUES, SUBSCRIPTIONS & PUB	$3,545	$4,716	$3,575	$619	-83%	$3,575	0%
OVERHEAD ALLOCATION	-$12,000	-$12,000	-$12,000	-$11,000	-8%	-$12,000	0%
TRAVEL & TRAINING	$8,750	$5,220	$9,200	$3,064	-67%	$10,849	18%
OTHER CHARGES TOTAL	**$3,295**	**$753**	**$2,775**	**-$4,204**	**-251%**	**$4,424**	**59%**
OTHER SERVICES							
ADVERTISING	$1,800	$1,206	$1,000	$70	-93%	$1,000	0%
OTHER SERVICES TOTAL	**$1,800**	**$1,206**	**$1,000**	**$70**	**-93%**	**$1,000**	**0%**
EXPENSES TOTAL	**$1,932,613**	**$2,096,336**	**$2,116,855**	**$2,105,584**	**-1%**	**$2,405,508**	**14%**
Revenues	–	–	–	–	–	–	–

Expenditures by Function



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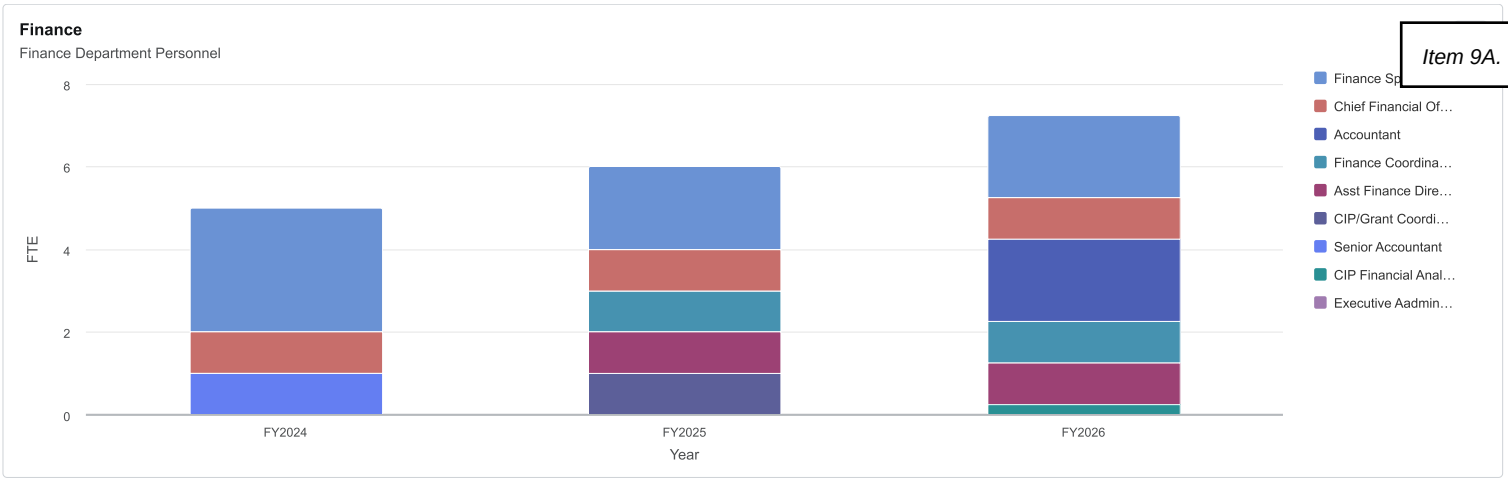
Personnel Schedule



Data Updated: Aug 01, 2025, 12:54 PM

Goal #1

To provide accurate and timely financial information to City leadership, departments, and the public.

Improve Financial Reporting and Transparency

- Provide timely, accurate, and understandable financial reports to City Council on or before the second meeting of the month.
- Ensure Government Finance Officers Association (GFOA) best practices are followed.
- Expand public access to budget and financial documents through online dashboards such as OpenGov.

Goal #2

To ensure fiscal integrity, transparency, and accountability for all City funds.

Ensure Long-Term Financial Sustainability

- Maintain structurally balanced budgets.
- Build and preserve adequate fund balances and reserves.

Goal #3

To provide strategic decision-making for all City funds.

Enhance Revenue Forecasting and Monitoring

- Improve revenue forecasting methods using historical trends and economic indicators.
- Implement real-time monitoring systems to track revenue performance against projections via OpenGov software.

Utility Billing

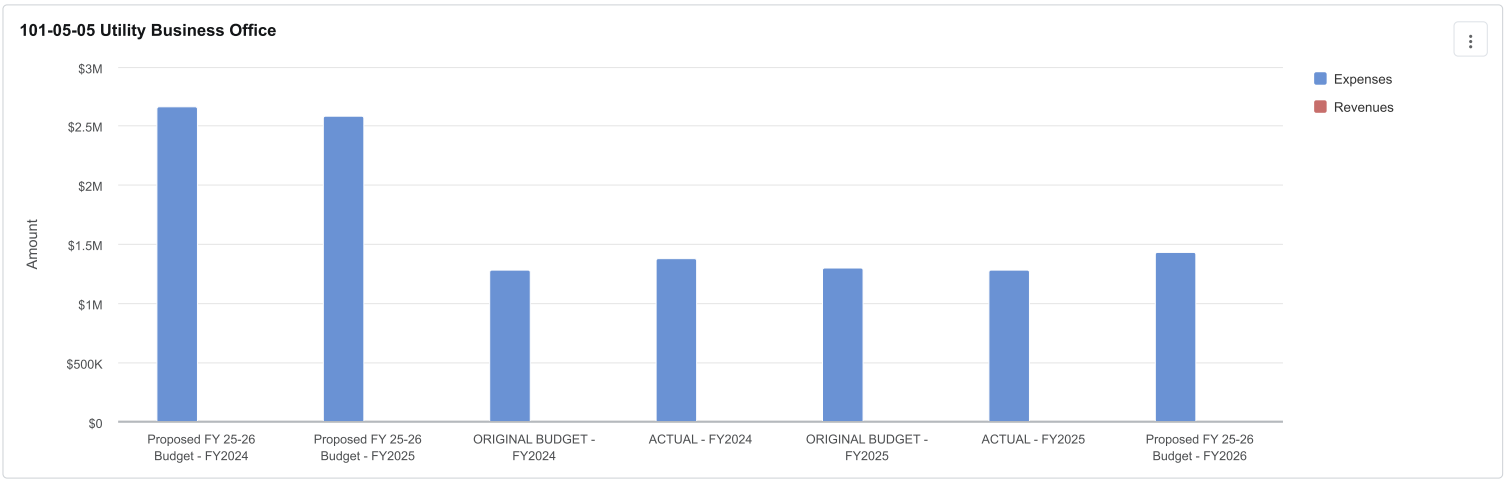
Ensuring our residents receive good customer service, as well as accurate and timely utility billing.

Fund 101. Department 05 - Division 05 - A division of the Finance Dept.



Overview

Utility billing is a division of the Finance Department, and supported by BP&L, and the Water & Wastewater Departments. It oversees customer service and billing for all residents served by City-provided utilities.



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Expenditures by Function

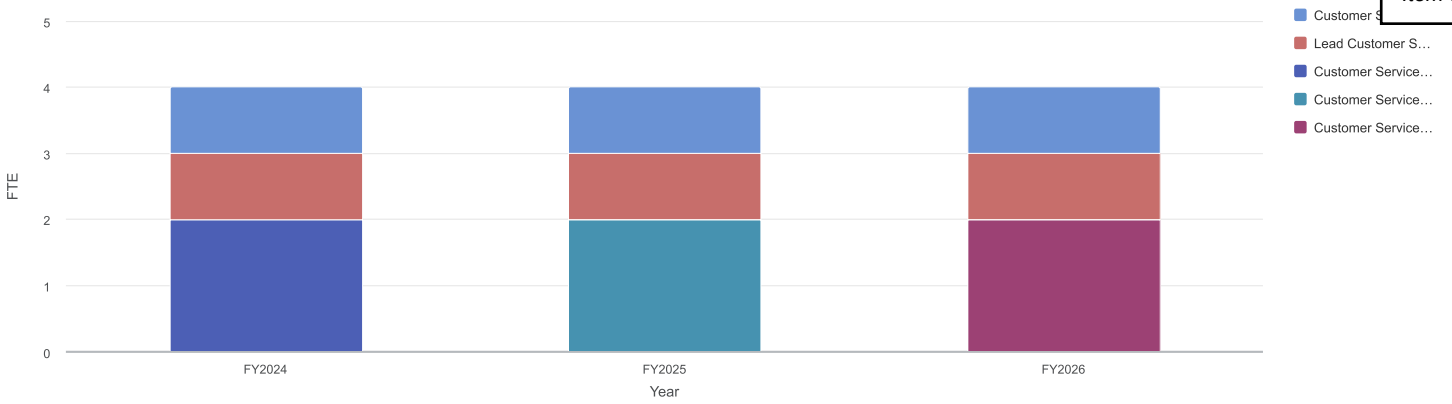
101-05-05 Utility Business Office

	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL		PROPOSED FY 25-26 BUDGET	
	FY2024	FY2024	FY2025	FY2025	FY25 Budget vs. FY25 Actual (%)	FY2026	FY25 Budget vs. FY26 Budget (%)
Expenses							
WAGES							
LONGEVITY	$1,620	$1,776	$1,740	$1,690	-3%	$1,925	11%
OPERATIONAL SALARIES	$204,573	$209,101	$234,285	$207,789	-11%	$237,879	2%
OVERTIME	$1,800	$2,122	$1,500	$866	-42%	$1,500	0%
SIGN ON BONUS/RETENTION	$0	$0	$0	$0	–	$0	–
WAGES TOTAL	**$207,993**	**$212,998**	**$237,525**	**$210,345**	**-11%**	**$241,304**	**2%**
BENEFITS							
GROUP INSURANCE	$38,804	$46,650	$38,500	$33,719	-12%	$64,711	68%
RETIREMENT	$26,312	$28,647	$33,130	$30,549	-8%	$33,093	0%
SOCIAL SECURITY	$15,460	$14,826	$17,925	$14,272	-20%	$18,345	2%
WORKERS COMPENSATION	$600	$1,528	$961	$480	-50%	$976	2%
BENEFITS TOTAL	**$81,176**	**$91,651**	**$90,516**	**$79,020**	**-13%**	**$117,125**	**29%**
SUPPLIES & MATERIALS							
OFFICE EQUIPMENT	$2,100	$1,002	$1,500	$0	-100%	$1,500	0%
POSTAGE	$20,500	$21,549	$23,000	$25,911	13%	$24,840	8%
SUPPLIES	$1,200	$1,371	$1,500	$2,080	39%	$2,000	33%
SUPPLIES & MATERIALS TOTAL	**$23,800**	**$23,922**	**$26,000**	**$27,991**	**8%**	**$28,340**	**9%**
MAINTENANCE & REPAIRS	$59,425	$48,636	$59,425	$45,674	-23%	$47,021	-21%
OCCUPANCY							
COMMUNICATIONS	$7,356	$12,525	$4,716	$9,892	110%	$5,216	11%
OFFICE RENTAL	$0	$33,000	$33,000	$48,000	45%	$48,000	45%
UTILITIES	$3,600	$3,678	$3,000	$3,867	29%	$3,000	0%
OCCUPANCY TOTAL	**$10,956**	**$49,203**	**$40,716**	**$61,759**	**52%**	**$56,216**	**38%**
CONTRACTUAL SERVICES							
SHARED SERVICES - IT	$0	$0	$0	$0	–	$5,455	–
CONTRACTUAL SERVICES	$811,488	$848,389	$822,780	$770,944	-6%	$863,980	5%
CREDIT CARD PROCESSING FEES	$71,000	$80,391	$5,000	$71,069	1,321%	$35,000	600%
DEBT COLLECTION FEES	$1,000	$382	$1,000	$159	-84%	$1,000	0%
PROFESSIONAL SERVICES	$12,975	$21,293	$12,975	$13,188	2%	$29,975	131%
CONTRACTUAL SERVICES TOTAL	**$896,463**	**$950,455**	**$841,755**	**$855,360**	**2%**	**$935,410**	**11%**
OTHER CHARGES							
BAD DEBT EXPENSE	$3,000	$2,817	$2,000	$3,114	56%	$2,000	0%
TRAVEL & TRAINING	$2,700	$230	$2,600	$413	-84%	$2,600	0%
OTHER CHARGES TOTAL	**$5,700**	**$3,047**	**$4,600**	**$3,527**	**-23%**	**$4,600**	**0%**
EXPENSES TOTAL	**$1,285,513**	**$1,379,912**	**$1,300,537**	**$1,283,676**	**-1%**	**$1,430,016**	**10%**
Revenues	–	–	–	–	–	–	–

Personnel Schedule

Utility Billing

Utility Billing Personnel



Data Updated: Aug 01, 2025, 12:54 PM

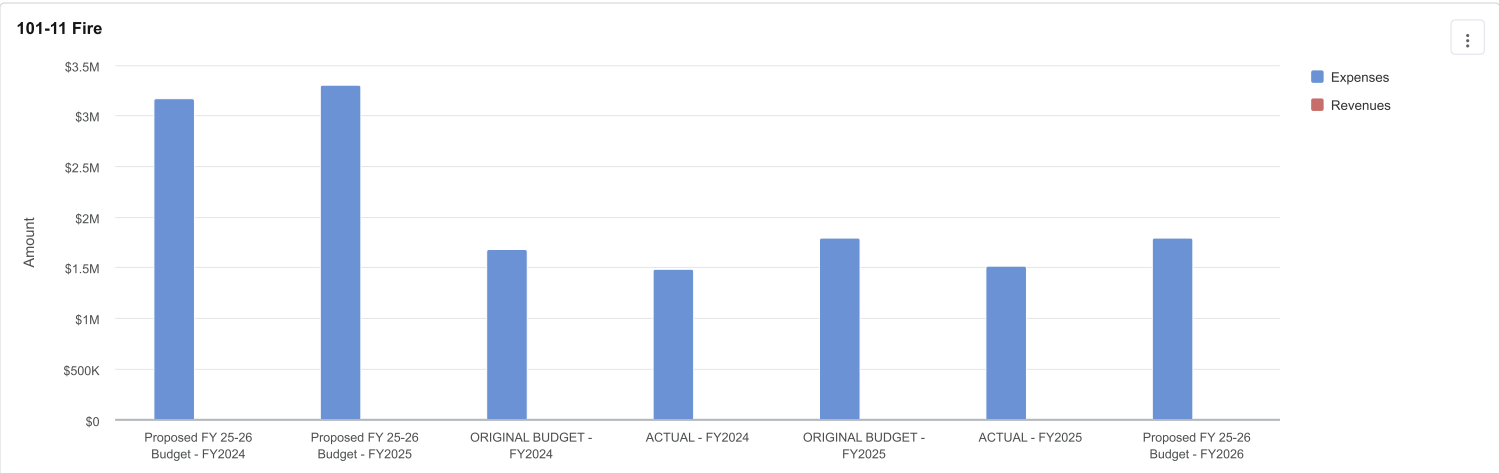
Fire Department

Fund 101. Department 11. Protecting the life and property of all Bastropians.

Overview

The Bastrop Fire Department is committed to protecting the life and property of the citizens and visitors of our community by responding to emergencies and building relationships. We commit to professional service by maintaining our skills, knowledge, and abilities. The department is comprised of 9 full-time firefighters, an Assistant Chief, and a Fire Chief. The rest of our firefighters are volunteers committed to excellence, professionalism, and service to our customers and the communities where we live.

We provide fire/rescue protection to all areas of the city limits from city-owned and supported fire station downtown. The City of Bastrop has automatic-aid agreements and mutual aid agreements with surrounding departments.



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Significant Base Budget Change in FY2026

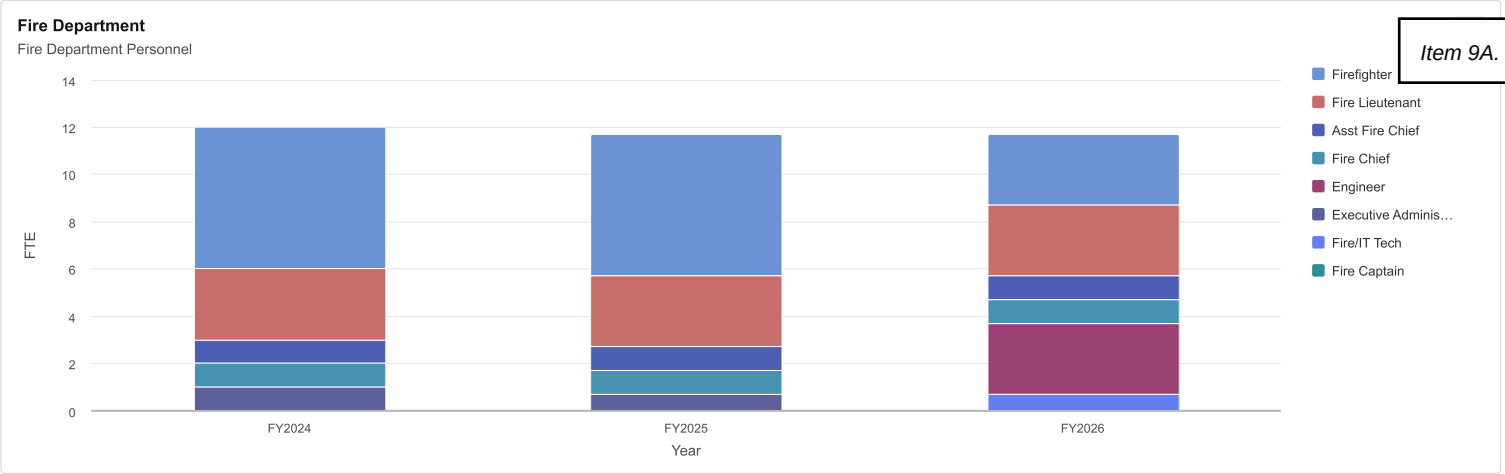
The Bastrop Fire Department's base budget changes for the upcoming budget year are as follows. We are requesting certification pay, equipment for recruitment and physical fitness, an increase in fire prevention, uniforms, travel and training, and protective g request for certification pay for all fire department staff falls under the Organizational Excellence, as it will encourage the firefighters to continue to grow their knowledge and skills to provide for the citizens. The training device consists of multiple pieces that will allow us to interact with recruits as hands-on learners, as well as enable firefighters to work out according to exact job requirements, keeping them safe and physically fit to perform their duties. The remainder of the budget increase is for the requested adjustments to increase the cost associated with uniforms, travel, and training, and protective gear. Protective Firefighting gear has increased in cost by 20-30 percent over the last year. New standards require the City to provide protective gear that is within 10 years of age and maintained at a certain standard.

Expenditures by Function

101-11 Fire

	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL		PROPOSED FY 25-26 BUDGET	
	FY2024	FY2024	FY2025	FY2025	FY25 Budget vs. FY25 Actual (%)	FY2026	FY25 Budget vs. FY26 Budget (%)
Expenses							
WAGES	$913,236	$788,118	$979,000	$851,489	-13%	$1,016,675	4%
BENEFITS	$328,180	$282,806	$334,354	$305,149	-9%	$388,672	16%
SUPPLIES & MATERIALS	$110,740	$88,063	$102,840	$52,021	-49%	$137,140	33%
MAINTENANCE & REPAIRS	$78,460	$77,748	$79,946	$60,037	-25%	$79,946	0%
OCCUPANCY	$76,170	$69,192	$76,170	$66,422	-13%	$76,170	0%
CONTRACTUAL SERVICES	$127,759	$127,885	$169,218	$148,577	-12%	$40,130	-76%
OTHER CHARGES							
DUES, SUBSCRIPTIONS & PUB	$23,090	$36,837	$20,160	$13,085	-35%	$20,160	0%
EQUIPMENT RENTALS	$5,924	$0	$8,449	$503	-94%	$8,449	0%
SPECIAL EVENTS	$4,000	$6,690	$4,000	$1,963	-51%	$4,000	0%
TRAVEL & TRAINING	$17,500	$8,262	$16,250	$16,616	2%	$19,000	17%
OTHER CHARGES TOTAL	**$50,514**	**$51,789**	**$48,859**	**$32,166**	**-34%**	**$51,609**	**6%**
EXPENSES TOTAL	**$1,685,059**	**$1,485,602**	**$1,790,387**	**$1,515,861**	**-15%**	**$1,790,342**	**0%**
Revenues	–	–	–	–	–	–	–

Personnel Schedule



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Goal #1

- The Bastrop Fire Department's goal number 1 is to ensure the average response for daytime calls for service (CFS) is within 8 minutes or less to meet the national standard.

Goal #2

- The Bastrop Fire Department's goal number 2 is to ensure that the average response time for nighttime calls for service (CFS) is within 10 minutes or less, meeting the national standard.

Goal #3

- The Bastrop Fire Department's goal number 3 is to ensure our firefighters receive a minimum of 56 hours of continuing education training within the budgeted year. The standard is a minimum of 24 hours per year for a firefighter to maintain their certifications annually. It is important that we invest in our firefighters so they can provide the best service to the community.

Human Resources

Fund 101. Department 06. Taking care of the best assets to the City, our employees.

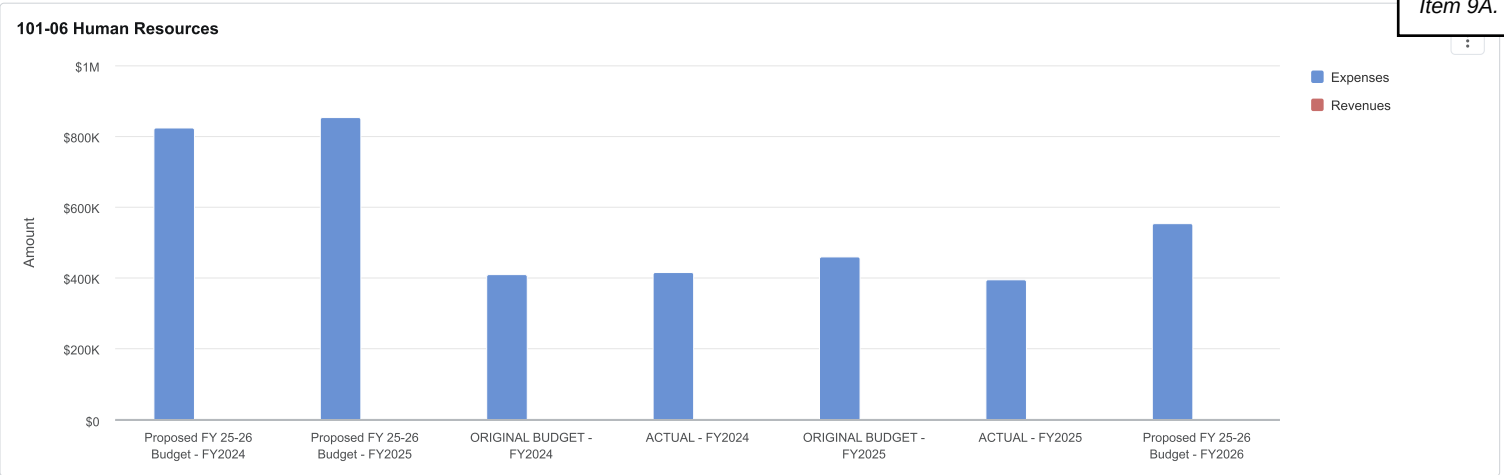


Overview

In alignment with the City of Bastrop's mission to "continuously strive to provide innovative and proactive services that enhance our authentic way of life to achieve our vision," the Human Resources Department is committed to cultivating a high-performing, service-oriented workforce that reflects our community's values and supports all departments in delivering exceptional public service.

Significant Base Budget Change in FY2026

Human Resource's proposed budget for Fiscal Year 2026 reflects an increase that is not just expenditures, but a strategic investment in workforce excellence, operational resilience, and long-term organizational success without making a significant change to the base budget. Most of the increases are associated with the costs to add an additional position, a HR generalist, which is requested in this budget (ie., supplies, furniture, technology, etc.). This position will also provide for the beginning of succession planning in the department. Other increases are the result of higher costs of third-party vendors that provide recruitment and pre-employment services, employee relations and team building events, and industry-wide increases for staff travel and training. We have also seen an increase in the costs for essential items such as printer toner, paper, etc. Lastly, the addition of a shared IT costs line item to the budget contributed to the overall increase. In closing, the Human Resources budget reflects our unwavering commitment to the responsible management of public resources. Every allocation has been carefully considered to ensure fiscal accountability while supporting strategic initiatives that enhance workforce effectiveness, equity, and service delivery. We remain dedicated to maximizing the value of every dollar in support of our mission and the employees, citizens, and community we serve.



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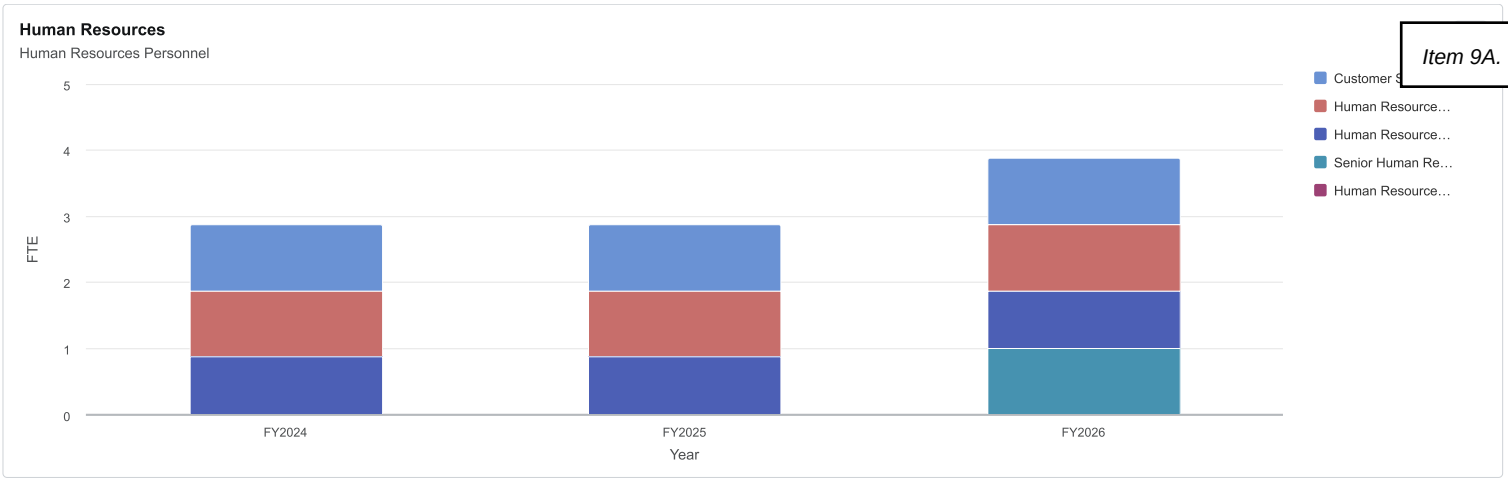
Expenditures by Function

101-06 Human Resources

	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL		PROPOSED FY 25-26 BUDGET	
	FY2024	FY2024	FY2025	FY2025	FY25 Budget vs. FY25 Actual (%)	FY2026	FY25 Budget vs. FY26 Budget (%)
Expenses							
WAGES	$281,741	$285,665	$297,400	$280,760	-6%	$370,163	24%
BENEFITS	$75,720	$79,944	$92,208	$80,115	-13%	$96,611	5%
SUPPLIES & MATERIALS	$4,110	$4,007	$4,370	$1,053	-76%	$8,235	88%
MAINTENANCE & REPAIRS	$12,155	$11,224	$13,325	$11,423	-14%	$12,567	-6%
OCCUPANCY	$2,200	$2,635	$2,200	$3,012	37%	$5,080	131%
CONTRACTUAL SERVICES	$3,500	$0	$10,000	$0	-100%	$10,180	2%
OTHER CHARGES							
CITY PINS/APPRECIATION	$12,830	$18,000	$19,200	$90	-100%	$21,500	12%
DUES, SUBSCRIPTIONS & PUB	$1,110	$1,424	$1,310	$35	-97%	$1,310	0%
SPECIAL EVENTS	$8,800	$8,713	$10,300	$12,855	25%	$17,550	70%
TRAVEL & TRAINING	$4,165	$2,100	$6,680	$3,902	-42%	$7,035	5%
OTHER CHARGES TOTAL	**$26,905**	**$30,237**	**$37,490**	**$16,882**	**-55%**	**$47,395**	**26%**
OTHER SERVICES							
ADVERTISING	$3,500	$657	$3,000	$680	-77%	$3,000	0%
OTHER SERVICES TOTAL	**$3,500**	**$657**	**$3,000**	**$680**	**-77%**	**$3,000**	**0%**
EXPENSES TOTAL	**$409,831**	**$414,369**	**$459,993**	**$393,925**	**-14%**	**$553,231**	**20%**
Revenues	–	–	–	–	–	–	–

Personnel Schedule



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Goal #1

Workforce Development & Retention:

- Expand training programs and leadership development to empower staff with the tools they need to deliver innovative services.
- Launch targeted retention initiatives to reduce turnover and preserve institutional knowledge.

Goal #2

Recruitment & Diversity:

- Implement inclusive hiring practices to attract top talent who reflect Bastrop's diverse community and values.
- Modernize recruitment tools and branding to position Bastrop as an employer of choice in Central Texas.

Goal #3

Employee Engagement & Culture:

- Strengthen internal communication and recognition programs that support a culture of service, accountability, and authenticity.
- Conduct employee engagement surveys and implement actionable improvements that promote long-term satisfaction and community alignment.

Goal #4

Operational Excellence & Innovation:

- Streamline HR processes through technology upgrades and digital tools to improve responsiveness and data-driven decision-making.
- Introduce proactive wellness and benefits programs to support employee well-being and productivity.

Goal #5

Organizational Excellence:

- Recognize 100% of all employees who reach employment milestones in 5-year increments.
- By aligning these HR initiatives with the City's mission, we ensure that our workforce is not only prepared but inspired to serve Bastrop's residents with excellence and integrity.

Library

Fund 101. Department 21. Enriching the lives of our residents through learning, curiosity, connection, and technology.

Overview

The Bastrop Public Library is dedicated to enriching our community through access to information, technology, and experiences that support lifelong learning, curiosity, and connection in a safe and welcoming environment.

As a vital community resource that exists to enhance people's lives, we offer a broad range of services designed to meet the evolving needs of Bastrop residents:

- **Technology Access & Assistance**
- Daily access to public computers, high-speed Wi-Fi, and printing services, along with personalized support using electronic devices and navigating the digital world.
- **Diverse Collections**
- Materials in both physical and digital formats—including books, audiobooks, movies, and online resources—support recreational reading, education, and lifelong learning for all ages.
- **Programs & Outreach**
- Engaging programs such as storytimes, educational workshops, book clubs, and cultural events promote discovery and connection. Outreach efforts and community partnerships help bring these services to more people.
- **Welcoming, Safe Space**
- The library offers a comfortable and inclusive place to read, study, work, and gather. Quiet areas, collaborative spaces, and meeting rooms are available to individuals and groups alike.
- **Local History Preservation**
- A curated collection of photographs, documents, and records celebrates Bastrop’s unique history and supports research into the community’s heritage.

The Bastrop Public Library continues to evolve with its community, serving as a trusted, welcoming space where ideas are shared, knowledge is discovered, and people come together.

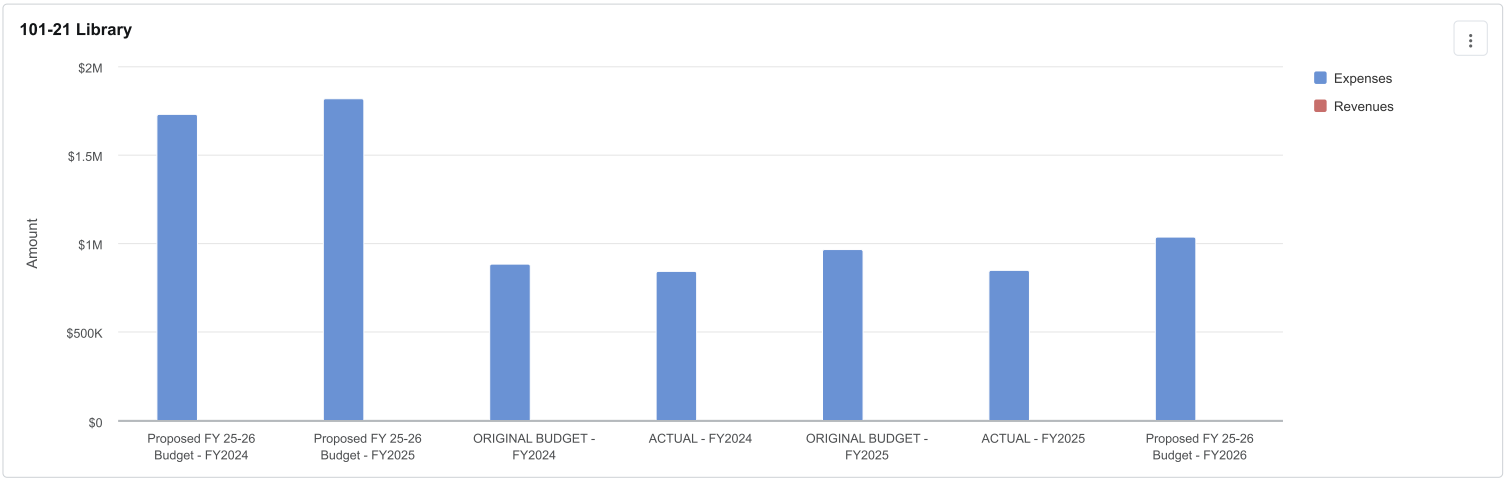






Significant Base Budget Change in FY2026

The Library's proposed budget for the coming year reflects a modest increase, with no significant changes to the base budget. Most increases are due to rising costs from third-party vendors and the growing demand for services. Postage expenses have gone up both because of higher mailing costs and an increase in the number of items being shipped. We have also expanded internet access for our community by adding ten new hot spots. Additionally, color printing was significantly underestimated last year, leading to a necessary adjustment. More outreach programs have increased mileage reimbursement needs, and general cost increases for book processing supplies, books, office supplies, paper, and toner reflect the broader rise in the cost of doing business. We are committed to careful stewardship of public funds while continuing to expand and improve services for everyone.



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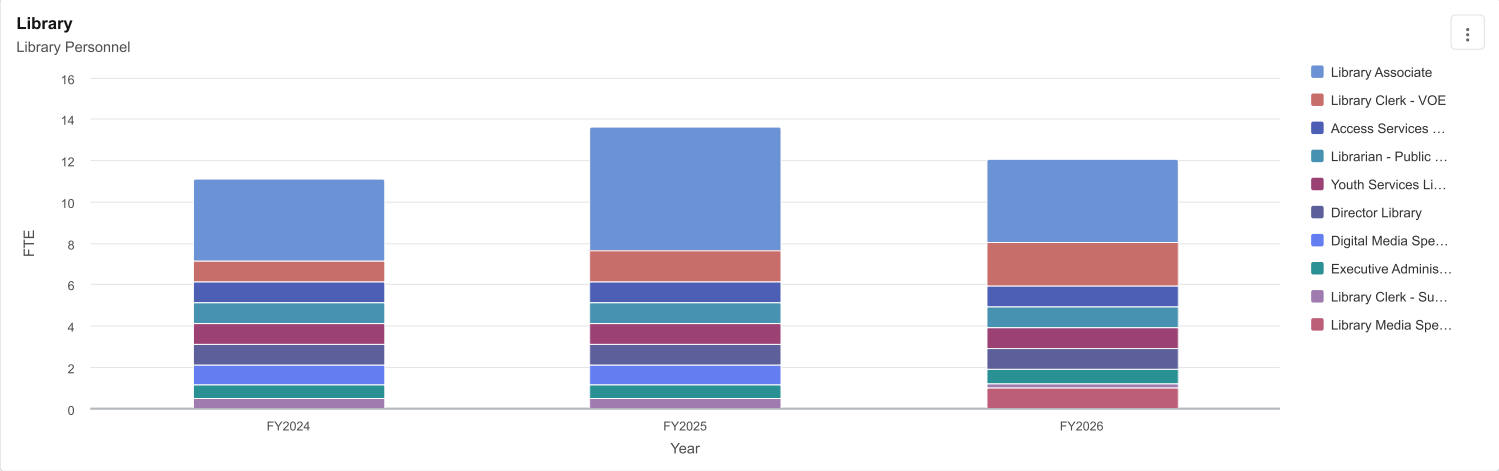
Expenditures by Function

101-21 Library

	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL		PROPOSED FY 25-26 BUDGET	
	FY2024	FY2024	FY2025	FY2025	FY25 Budget vs. FY25 Actual (%)	FY2026	FY25 Budget vs. FY26 Budget (%)
Expenses							
WAGES	$536,230	$514,606	$591,640	$521,135	-12%	$628,037	6%
BENEFITS	$203,771	$178,134	$220,032	$190,978	-13%	$228,918	4%
SUPPLIES & MATERIALS	$78,055	$85,424	$82,790	$73,075	-12%	$81,775	-1%
MAINTENANCE & REPAIRS	$5,890	$9,576	$6,800	$4,848	-29%	$12,205	79%
OCCUPANCY	$34,740	$31,987	$36,020	$33,012	-8%	$36,180	0%
CONTRACTUAL SERVICES	$14,990	$14,596	$15,965	$14,398	-10%	$36,256	127%
OTHER CHARGES							
DUES, SUBSCRIPTIONS & PUB	$6,010	$5,805	$9,495	$5,840	-38%	$8,675	-9%
OVERS/SHORTS	$25	$0	$25	$0	-100%	$25	0%

	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL		PROPOSED FY 25-26 BUDGET	
	FY2024	FY2024	FY2025	FY2025	FY25 Budget vs. FY25 Actual (%)	FY2026	FY25 [illegible]6 Budget (%)
TRAVEL & TRAINING	$3,585	$2,636	$3,340	$2,541	-24%	$3,750	12%
OTHER CHARGES TOTAL	**$9,620**	**$8,441**	**$12,860**	**$8,381**	**-35%**	**$12,450**	**-3%**
OTHER SERVICES							
ADVERTISING	$1,275	$556	$2,425	$1,414	-42%	$2,475	2%
OTHER SERVICES TOTAL	**$1,275**	**$556**	**$2,425**	**$1,414**	**-42%**	**$2,475**	**2%**
EXPENSES TOTAL	**$884,571**	**$843,320**	**$968,532**	**$847,241**	**-13%**	**$1,038,296**	**7%**
Revenues	–	–	–	–	–	–	–

Personnel Schedule



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Goal #1

Increase Public Visits Through Engaging Programs and Responsive Services:

- Grow library visits by offering meaningful programs and services that reflect the evolving interests and needs of the community, making the library a welcoming and relevant destination for all.

Goal #2

Expand Community Engagement Through Partnerships and Outreach:

- Strengthen connections with local organizations and diverse groups by increasing collaborative programs and outreach efforts, ensuring the library remains a visible and inclusive part of the community.

Goal #3

Maintain a Current, High-Quality Collection:

- Ensure at least 20% of library materials are published within the last five years to better meet the informational and recreational needs of patrons and exceed state-recommended standards.

Goal #4

Increase Active Library Membership:

- Expand outreach, form new partnerships, and promote the value of library resources to grow the number of active cardholders and deepen community connection to the library.

Goal #5

Demonstrate Excellence in Library Service:

- Meet the standards for the Texas Municipal Library Directors Association's *Achievement of Excellence in Libraries Award* by excelling in key areas such as outreach to underserved populations, digital inclusion, workforce development, innovative programming, professional development, literacy support, and community collaboration.

Municipal Court

Fund 101. Department 12. The administrative portion of the judicial system.



Overview

The Bastrop Municipal Court of Record has exclusive subject matter jurisdiction over City Ordinance violations in the city limits and concurrent subject matter jurisdiction over Class C offenses punishable by fines up to $500. Jurisdiction also exists for fines up to $2,000 for certain violations related to fire safety, zoning, public health, and sanitation. Our Court decides the lowest level of criminal offenses in the State of Texas including traffic, City Ordinance, juvenile and parking violations.
The Bastrop Municipal Court of Record also has jurisdiction over property hearings, code abatement cases, dangerous dog determinations, civil parking, and various appeals of administrative determinations made by other city departments. On occasion, the Municipal Court judges perform weddings.

Bastrop Municipal Court of Record's Presiding Judge and Associate Judge(s) are also magistrates for Bastrop County which involves: informing Defendants of their charges and legal rights; deciding on whether or not to set bail; considering whether a personal bond is appropriate; issuing orders on setting the bail amount; issuing orders of conditions for bond release; and, facilitating or making the appointment of an attorney to represent the Defendant on Class A misdemeanors and higher offenses. Our overall goal is to ensure that all Defendants are treated fairly and impartially and that they receive proper information on options to resolve their case(s).

Significant Base Budget Change in FY2026

A decrease to the Software Maintenance budget is necessary because the annual costs for Incode 10 / MJ10 is approximately $5,000 once we go live and will be eliminating the Cardinal Software contract.

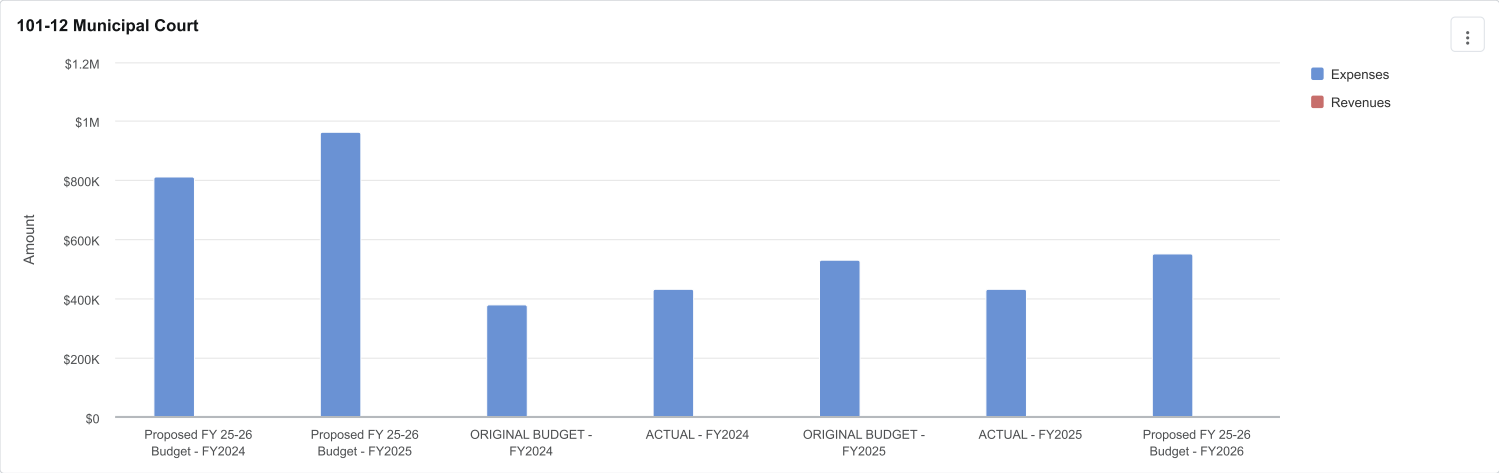
An increase to the Legal Services budget is due to a change of prosecutor contract with higher rates than the prior firms.

An increase to the Equipment Rental budget is due to the monthly costs of RICOH printer contracts being higher than what was budgeted in FY2025. The annual cost for the RICOH printer contract is approximately $3,060.

Overall operational costs of the Municipal Court have changed over the last several months. We are currently in the process of transitioning our court software from Cardinal to Incode 10.

Another unpredicted change is in Legal Services in which the new law firms' rates are higher than the prior firms. Due to increased case filings and trial settings, this increases our budget needed for legal services.

The Municipal Court is requesting to increase the Professional Services budget by $3,000. Over the last year we have scheduled over seven different certified court interpreters for various court settings as required by state law. The costs for these services totaled $2,299.40.



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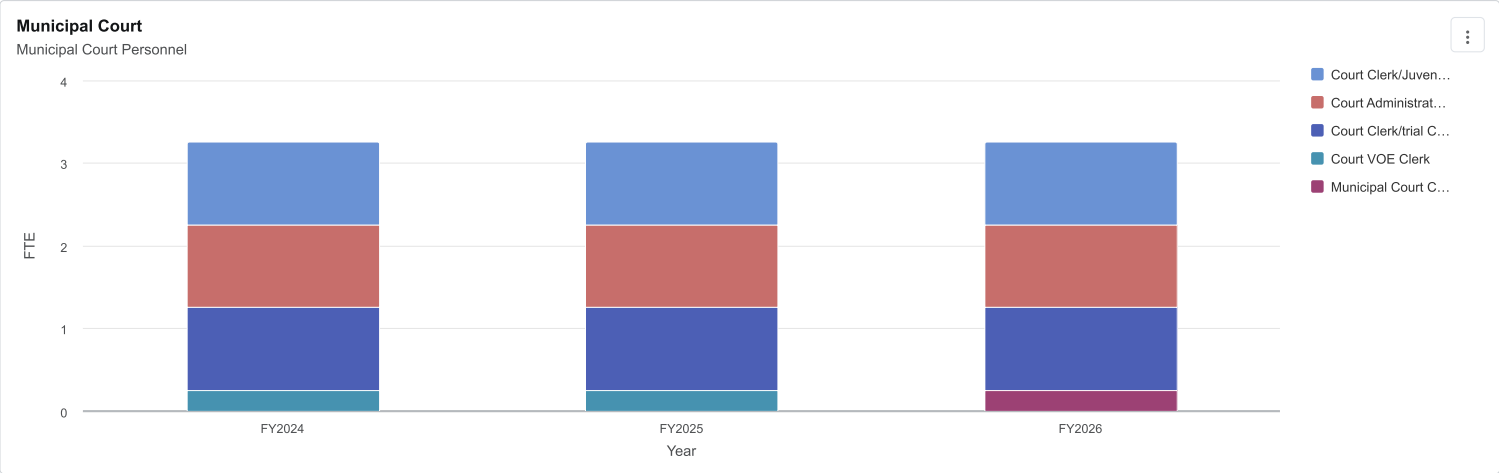
Expenditures by Function

101-12 Municipal Court

	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL		PROPOSED FY 25-26 BUDGET	
	FY2024	FY2024	FY2025	FY2025	FY25 Budget vs. FY25 Actual (%)	FY2026	FY25 Budget vs. FY26 Budget (%)
Expenses							
WAGES	$182,511	$215,659	$193,930	$174,595	-10%	$206,416	6%
BENEFITS	$65,232	$76,337	$69,629	$62,551	-10%	$76,172	9%
SUPPLIES & MATERIALS	$10,400	$7,034	$8,800	$6,713	-24%	$8,800	0%
MAINTENANCE & REPAIRS	$8,550	$5,952	$39,150	$1,458	-96%	$6,500	-83%
OCCUPANCY	$4,125	$4,568	$4,125	$4,746	15%	$4,125	0%
CONTRACTUAL SERVICES	$105,675	$119,474	$205,824	$179,373	-13%	$242,544	18%
OTHER CHARGES							
DUES, SUBSCRIPTIONS & PUB	$415	$221	$745	$110	-85%	$745	0%
EQUIPMENT RENTALS	$0	$0	$785	$1,766	125%	$785	0%
OVERS/SHORTS	$0	-$34	$0	-$12	–	$0	–
TRAVEL & TRAINING	$2,300	$2,449	$6,100	$2,067	-66%	$4,500	-26%
OTHER CHARGES TOTAL	**$2,715**	**$2,636**	**$7,630**	**$3,931**	**-48%**	**$6,030**	**-21%**
OTHER SERVICES							
ADVERTISING	$200	$0	$200	$0	-100%	$200	0%
OTHER SERVICES TOTAL	**$200**	**$0**	**$200**	**$0**	**-100%**	**$200**	**0%**

	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL		PROPOSED FY 25-26 BUDGET	
	FY2024	FY2024	FY2025	FY2025	FY25 Budget vs. FY25 Actual (%)	FY2026	FY25 6 Budget (%)
CONTINGENCY	$0	$0	$0	$0	–	$0	–
EXPENSES TOTAL	$379,408	$431,660	$529,288	$433,367	-18%	$550,787	4%
Revenues	–	–	–	–	–	–	–

Personnel Schedule



Data Updated: Aug 01, 2025, 12:54 PM

Goal #1

- Go live with Incode 10 in the Court.

Goal #2

- Implement a paperless / paper-light court system.

Goal #3

- Increase collections for outstanding cases by using current and new resources. This includes establishing the new notification system with Incode 10 which will send out text, email and phone call texts to defendants about their outstanding cases and hearings.

Goal #4

- Create and implement a virtual court option for defendants to attend their hearings.

Goal #5

- Update the court website to include fillable forms information for upcoming court hearings.

Parks and Recreation

Fund 101. Department 23. A healthy quality of life for our residents.

Overview

Since its inception, the Parks & Recreation Department has been committed to enriching the quality of life for both residents and visitors. Through the creation and enhancement of vibrant parks and recreational spaces, we foster community connections, promote healthy lifestyles, and preserve the natural beauty and heritage of our region.

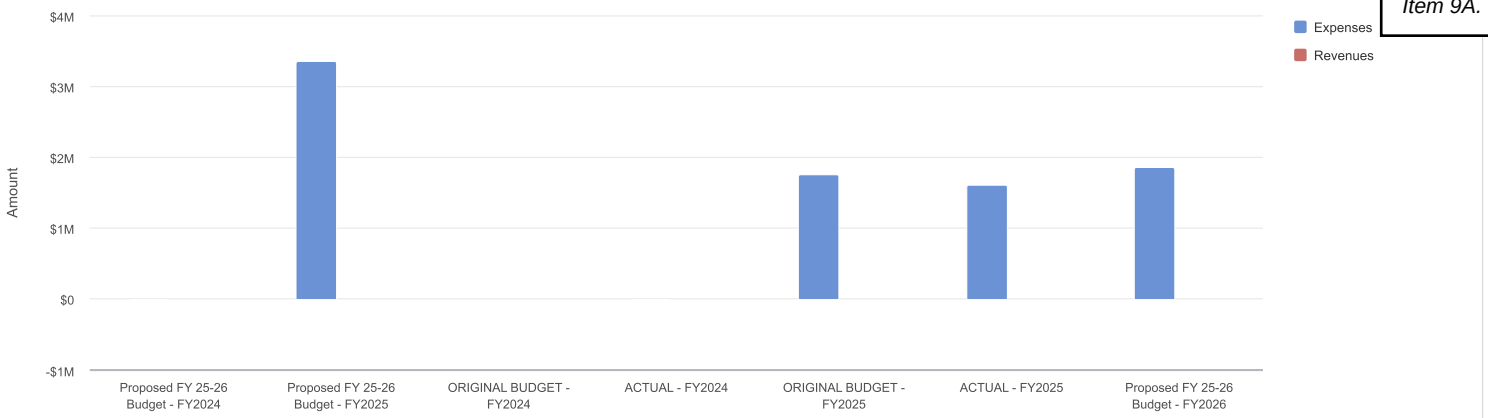
Guided by our Parks, Recreation, and Open Space Master Plan, adopted in March 2024, our strategic priorities include:

1. **Funding** – Securing sustainable financial resources to support ongoing development and maintenance.
2. **Park Improvements** – Upgrading existing parks to meet evolving community needs and standards.
3. **Trails** – Expanding and connecting trail systems to enhance accessibility and encourage active transportation.
4. **Recreational Programming** – Providing inclusive and engaging programs for all ages and interests.
5. **Land Acquisition** – Preserving green space through strategic land purchases to support future growth.
6. **Recreational Community Center** – Planning and developing a centralized facility to serve as a hub for community wellness, recreation, and engagement.

Significant Base Budget Change in FY2026

The FY26 Parks & Recreation Budget includes a reallocation of $51,500 from the Community Engagement Budget to support community events such as the BIG BANG, Easter Celebration, Concert in the Park, Christmas Tree Lighting, and other related activities. Additionally, the budget includes the addition of one (1) full-time Parks Maintenance position to support the growing needs of the department.

101-23 Parks & Recreation



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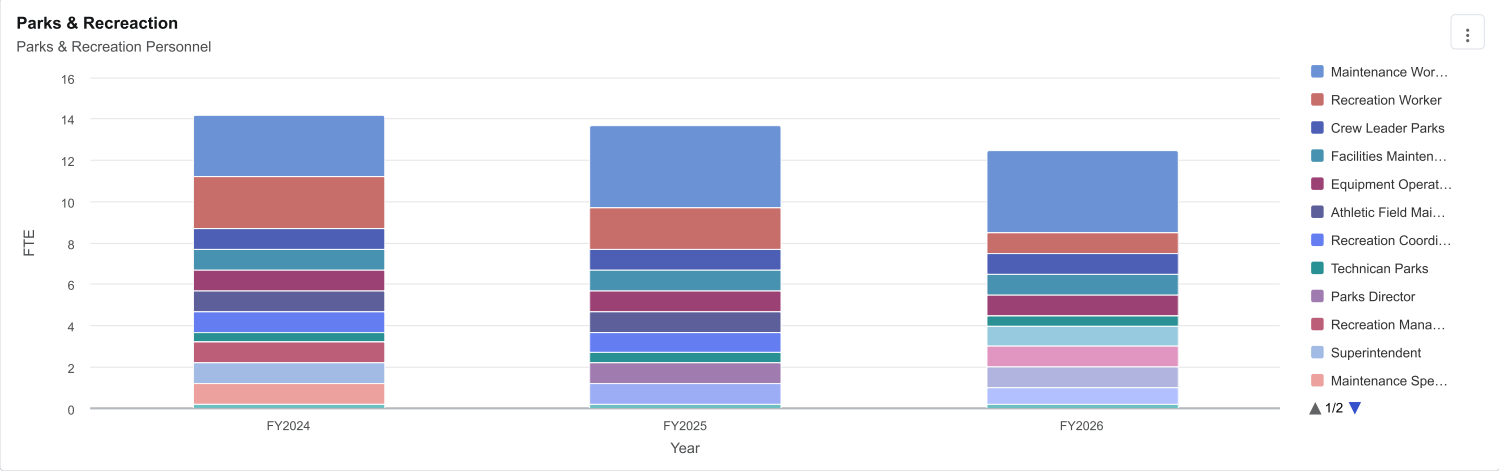
Expenditures by Function

101-23 Parks & Recreation

	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL		PROPOSED FY 25-26 BUDGET	
	FY2024	FY2024	FY2025	FY2025	FY25 Budget vs. FY25 Actual (%)	FY2026	FY25 Budget vs. FY26 Budget (%)
Expenses							
Expenses	$0	$0	$100,000	$136,566	37%	$33,000	-67%
WAGES							
LONGEVITY	$0	$0	$2,760	$2,615	-5%	$3,292	19%
OPERATIONAL SALARIES	$0	$0	$655,500	$615,990	-6%	$699,474	7%
OVERTIME	$0	$0	$40,000	$22,933	-43%	$41,000	3%
SIGN ON BONUS/RETENTION	$0	$0	$0	$0	–	$0	–
WAGES TOTAL	**$0**	**$0**	**$698,260**	**$641,537**	**-8%**	**$743,766**	**7%**
BENEFITS							
GROUP INSURANCE	$0	-$772	$107,850	$100,087	-7%	$142,735	32%
RETIREMENT	$0	$0	$87,900	$88,111	0%	$80,377	-9%
SOCIAL SECURITY	$0	$0	$50,150	$47,541	-5%	$53,762	7%
WORKERS COMPENSATION	$0	$0	$17,037	$5,949	-65%	$18,646	9%
BENEFITS TOTAL	**$0**	**-$772**	**$262,937**	**$241,688**	**-8%**	**$295,520**	**12%**
SUPPLIES & MATERIALS							
CHEMICALS	$0	$0	$3,000	$986	-67%	$3,000	0%
FORMS PRINTING	$0	$0	$7,000	$6,800	-3%	$7,500	7%
FUEL	$0	$0	$18,000	$14,921	-17%	$18,000	0%
IRRIGATION SUPPLIES	$0	$0	$4,500	$3,733	-17%	$6,500	44%
JANITORIAL SUPPLIES	$0	$0	$8,100	$10,839	34%	$10,000	23%
OFFICE EQUIPMENT	$0	$0	$1,000	$561	-44%	$2,300	130%
POSTAGE	$0	$0	$100	$16	-84%	$100	0%
SAFETY SUPPLIES	$0	$21	$6,500	$2,372	-64%	$6,800	5%
SMALL TOOLS	$0	$0	$6,500	$3,098	-52%	$5,500	-15%
SUPPLIES	$0	$52	$13,000	$11,238	-14%	$13,000	0%
SUPPLIES & MATERIALS TOTAL	**$0**	**$74**	**$67,700**	**$54,566**	**-19%**	**$72,700**	**7%**
MAINTENANCE & REPAIRS	$0	$151	$227,650	$192,879	-15%	$251,200	10%
OCCUPANCY							
COMMUNICATIONS	$0	$0	$3,500	$2,372	-32%	$4,500	29%

	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL		PROPOSED FY 25-26 BUDGET	
	FY2024	FY2024	FY2025	FY2025	FY25 Budget vs. FY25 Actual (%)	FY2026	FY25 Budget vs. FY26 Budget (%)
LITTLE LEAGUE UTILITIES	$0	$0	$20,000	$15,235	-24%	$20,000	0%
PARKS & TRAILS UTILITIES	$0	$0	$15,000	$12,936	-14%	$15,000	0%
TXDOT UTILITY IRRIGATION METER	$0	$0	$13,000	$10,264	-21%	$13,000	0%
UTILITIES	$0	$0	$35,000	$31,883	-9%	$35,000	0%
OCCUPANCY TOTAL	**$0**	**$0**	**$86,500**	**$72,690**	**-16%**	**$87,500**	**1%**
CONTRACTUAL SERVICES							
SHARED SERVICES - IT	$0	$0	$0	$0	–	$6,548	–
CONTRACTUAL SERVICES	$0	$0	$208,000	$183,458	-12%	$215,700	4%
CREDIT CARD PROCESSING FEES	$0	$0	$5,000	$5,525	11%	$5,000	0%
EQUIPMENT RENTAL	$0	$0	$1,000	$1,441	44%	$1,500	50%
PROFESSIONAL SERVICES	$0	$0	$5,000	$8,777	76%	$5,000	0%
UNIFORMS	$0	$0	$8,000	$3,745	-53%	$8,000	0%
VEHICLE/EQUIP REPLACEMENT FEE	$0	$0	$50,467	$46,261	-8%	$0	-100%
SHARED SERVICES - FLEET	$0	$0	$0	$0	–	$4,465	–
CONTRACTUAL SERVICES TOTAL	**$0**	**$0**	**$277,467**	**$249,207**	**-10%**	**$246,213**	**-11%**
OTHER CHARGES							
COMMUNITY EVENT SUPPORT	$0	$0	$0	$0	–	$75,000	–
DUES, SUBSCRIPTIONS & PUB	$0	$0	$2,500	$1,923	-23%	$2,790	12%
RECREATION PROGRAMS	$0	$74	$16,000	$12,065	-25%	$32,500	103%
TRAVEL & TRAINING	$0	$273	$5,600	$3,662	-35%	$7,600	36%
OTHER CHARGES TOTAL	**$0**	**$346**	**$24,100**	**$17,651**	**-27%**	**$117,890**	**389%**
OTHER SERVICES							
ADVERTISING	$0	$0	$2,500	$1,765	-29%	$8,000	220%
OTHER SERVICES TOTAL	**$0**	**$0**	**$2,500**	**$1,765**	**-29%**	**$8,000**	**220%**
EXPENSES TOTAL	**$0**	**-$201**	**$1,747,114**	**$1,608,550**	**-8%**	**$1,855,789**	**6%**
Revenues	–	–	–	–	–	–	–

Personnel Schedule



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Goal #1

Funding:

- Proactively identify and apply for relevant grant opportunities to support park development and programming.
- Strengthen community partnerships that promote resource sharing and collaborative growth.

Goal #2

Park Improvements:

- Standardize park equipment to ensure consistency, simplify maintenance, and expedite repairs.
- Establish a ten-year parks maintenance plan to proactively address equipment replacement and repair needs.
- Introduce new amenities across the park system to meet evolving community needs and enhance user experience.

Goal #3

Trails:

- Develop a future trails connectivity map to guide long-term planning and expansion.
- Promote walking and biking trails through targeted marketing on the City's website.
- Collaborate with partner organizations to expand and enhance trail connectivity throughout the community.

Goal #4

Recreational Programming:

- Identify and improve equitable access to parks and recreational facilities for all community members.
- Expand recreational programs and amenities tailored to families and youth.
- Monitor emerging trends to create innovative opportunities that enrich the recreational experience for residents and visitors.
- Maintain and enhance the accessibility of up-to-date recreational information on the City's website.

Goal #5

Land Acquisition:

- Collaborate with developers on new projects to preserve green space as parkland, enhancing community well-being and environmental sustainability.
- Establish comprehensive park standards to guide the planning and development of new parks.

Police Department

Fund 101. Department 09. Committed to a safe and secure Bastrop.

Overview

An investment into the Police Department enhances community policing strategies. Preparing for an already increasing population and density by addressing necessary resources, such as staffing, enables the department with the ability to strive to maintain the community's expected level of service and foster a positive internal and external environment.

Department Services

Overall, the primary function of a police department is to provide services in categories such as violent crimes, property crimes, public disturbances, death investigations and traffic offenses, to name a few. In addition, our department is charged with customer service tasks in relation to mental health, victims services, administration, the homeless population and the management of public safety.

The members of the City of Bastrop Police Department are wholeheartedly committed to providing transparency, building relationships, and fostering trust with the residents of our community. We strive to provide professional law enforcement services, comprehensive crime prevention and crime solution services to the residents of the city and to our external partners. The Chief of Police oversees the operations of the department, which is currently organized into four divisions: Field Services, Criminal Investigations, Support Services and Administration.

The Field Services Division (patrol) primarily consists of uniform law enforcement officers and is comprised of four different shifts. The division also includes a K9 Unit and a Traffic Unit. Their functions are to provide quality services while responding to all calls for service, conduct initial investigations, tactical responses when required, and preventative techniques in a variety of aspects through the enforcement of laws and ordinances.

The Criminal Investigations Division covers a vast area of specialized skills. The Detectives' primary function consists of follow-up investigations related to crimes. This incorporates interviewing witnesses, suspects, and victims along with analyzing the information provided for validity, reliability and accuracy, further compiling comprehensive and factual cases for prosecution to be presented in a court of law. Investigations range from death investigations, assaults, sex crimes, child sex crimes, thefts, kidnappings, burglaries, to white collar crimes. This unit also monitors sex offender compliance, pawnshop dealings, auto theft, intelligence reports and drug activity.

Included in our Criminal Investigations Division are the Property and Evidence (P&E) Technician and the Victim's Service Liaison, both of which provide support to every member of the department and assist with issues within the community. Property and Evidence provides a variety of functions such as finger printing, coordinating lab services, identifying bones, tracking weapons, and categorizing

the thousands of items contained in our property room. Victim's Services assists with not only communication, but also coordination between victims and their families. They are responsible for assisting with our volunteer (VIPS) program, community activities and community trainings.

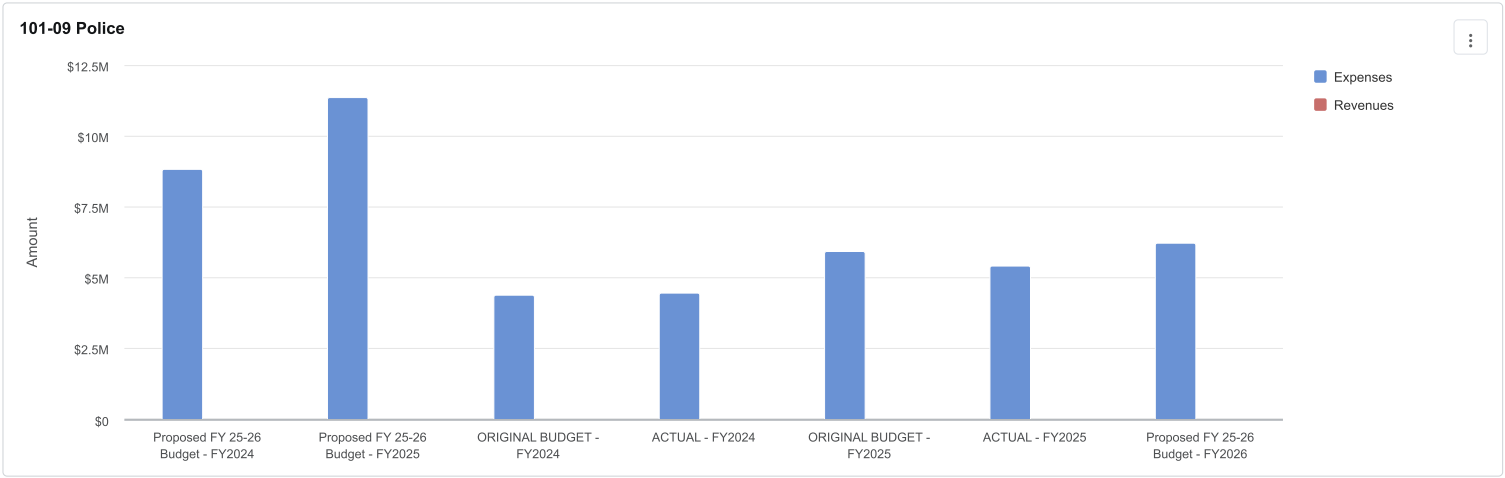
Our Support Services Division is responsible for a large number of services. Their primary functions include Internal Affairs, Professional Standards, community resources, special events, procurement, recruiting, inventory, departmental training, vehicle maintenance, human resources and hiring, record keeping, statistical data, case management, open records, weapons maintenance and much, much more.

The fourth division is primarily administrative in purpose. It oversees the operations of the Police Department, ensuring compliance, public information functions including media relations, fiscal management and budgetary services. Furthermore, it ensures that the overall mission of the Police Department is adhered to in a professional manner.

Significant Base Budget Change in FY2026

To better serve our community, the Police Department has requested additional personnel, both sworn and civilian, to address low allotted staffing levels. In addition, resources such as new or additional equipment have been requested to assist with accomplishing the Department and the City's mission.





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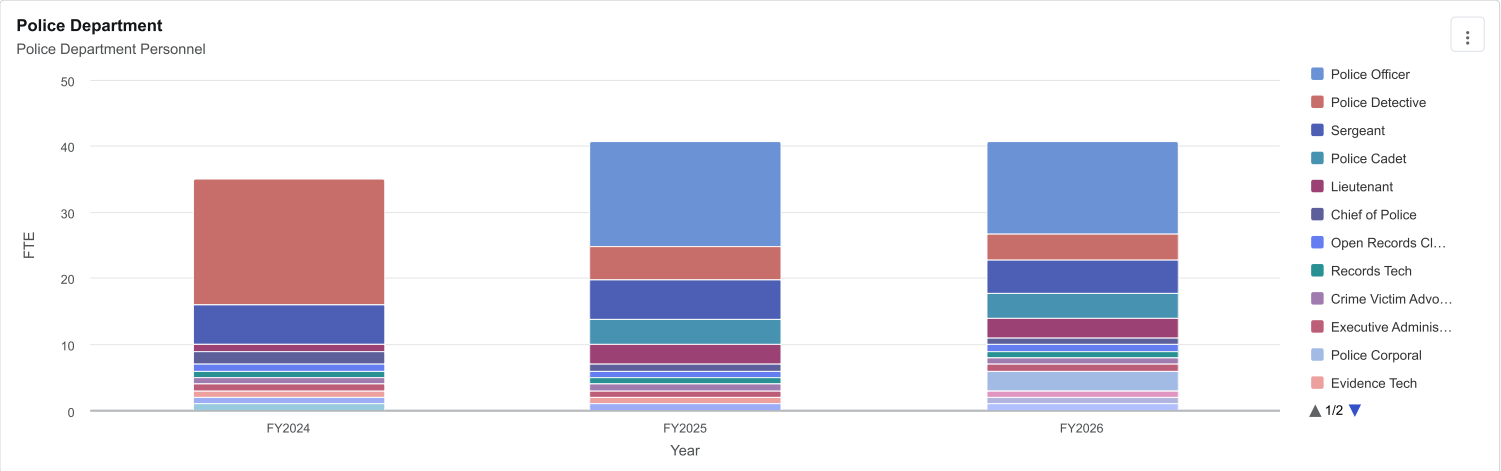
Expenditures by Function

	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL		PROPOSED FY 25-26 BUDGET	
	FY2024	FY2024	FY2025	FY2025	FY25 Budget vs. FY25 Actual (%)	FY2026	FY25 Budget vs. FY26 Budget (%)
Expenses							
WAGES	$2,477,514	$2,581,777	$3,104,020	$2,679,604	-14%	$3,253,909	5%
BENEFITS	$858,324	$820,515	$1,051,344	$931,340	-11%	$1,257,112	20%
SUPPLIES & MATERIALS	$179,980	$176,109	$388,002	$305,307	-21%	$383,665	-1%
MAINTENANCE & REPAIRS	$119,100	$121,997	$271,845	$244,777	-10%	$257,887	-5%
OCCUPANCY	$40,457	$41,606	$44,294	$45,469	3%	$65,532	48%
CONTRACTUAL SERVICES	$630,250	$646,651	$981,337	$1,127,418	15%	$902,381	-8%
OTHER CHARGES							
CODE ENFORCE CLEAN UP PROJECTS	$1,000	-$190	$0	$0	–	$0	–
DUES, SUBSCRIPTIONS & PUB	$17,071	$17,362	$26,339	$18,334	-30%	$22,675	-14%
EQUIPMENT RENTALS	$0	$0	$0	$0	–	$0	–
PRISONER HOUSING	$0	$0	$0	$0	–	$0	–
SPECIAL EVENTS	$0	$0	$0	$0	–	$6,000	–
TRAVEL & TRAINING	$48,000	$53,223	$75,000	$45,058	-40%	$81,100	8%
OTHER CHARGES TOTAL	**$66,071**	**$70,395**	**$101,339**	**$63,392**	**-37%**	**$109,775**	**8%**
OTHER SERVICES							
ADVERTISING	$2,500	$3,939	$2,500	$1,263	-49%	$2,500	0%
OTHER SERVICES TOTAL	**$2,500**	**$3,939**	**$2,500**	**$1,263**	**-49%**	**$2,500**	**0%**
EXPENSES TOTAL	**$4,374,196**	**$4,462,988**	**$5,944,681**	**$5,398,569**	**-9%**	**$6,232,761**	**5%**
Revenues	–	–	–	–	–	–	–

Personnel Schedule



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Goal #1

To invest in the Department's workforce:

- Deliver valuable human capital management services that are aligned with the City of Bastrop's mission and strategic goals.
- Nurture a culture of transparency and collaboration that leverages employees' unique talents, skills and perspectives.
- Recruit, train and retain the workforce needed to meet and accomplish the mission of the Department and the City now and in the future.
- Enhance practices to support and sustain a high performing workforce.

Goal #2

Enhance information gathering, analysis, utilization and dissemination:

- Evaluate the Department's current capabilities and needed capabilities to enable us to maximize the use of information gathering.
- Establish and reevaluate processes that convert information and data into actionable communications for our department and the community.
- Optimize and influence the use of technology to enhance our data analysis, crime solving abilities and information dissemination.
- Continue to foster and expand our working relationships with multiple partners.

Goal #3

Uphold department-wide accountability:

- Optimize the efficiency and deployment of our people and assets.
- Enhance internal controls, transparency and adherence to Best Practices to support the efficient use of department resources, including fiscal.
- Continue to review and implement standards that meet and exceed Best Practices for our environment.

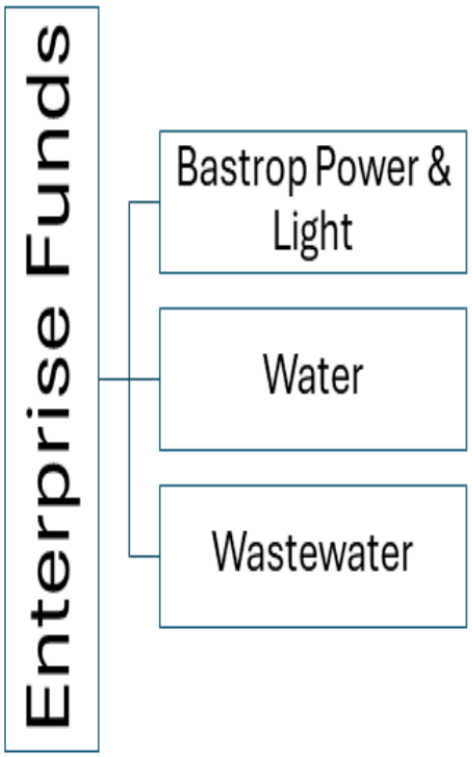
Goal #4

Optimize our operational capacity, readiness levels, resiliency and mission requirements:

- Continue to assess and adapt our operational capabilities to maximize our readiness to meet the needs of the community.
- Consistently evaluate our service capabilities and communications with members of our community and other organizations.
- Evaluate and make requests that invest in our department's employees, promoting a positive environment of professionalism.
- Identify industry-leading systems and equipment while seeking appropriate resources to help in the success of our department.

The Enterprise Fund

Small business units within the City government.



The Enterprise Funds

The City of Bastrop has 3 separate and distinct business units within the city's financial structure. These funds are BP&L, Water, & Wastewater. Each fund derives its own income from the sale of electricity, water, or wastewater service.

Each of the funds makes a contribution to the General Fund for administrative support, and also to the Utility Billing Office for billing support. Each of the funds are solvent and have the capacity for debt for large scale capital projects.

Bastrop Power and Light

Fund 404. Helping Bastrop shine by keeping the lights on!

Overview

Bastrop Power & Light's purpose is to provide safe, reliable electric service to the citizens of Bastrop in a cost-effective, efficient manner through careful maintenance and thoughtful capital improvements to the system.

The 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. This includes technology expenses, project expenses, and general operational expenses. Revenues are primarily generated through sale of electricity to customers, both residential and commercial, but also include penalties, service fees and line extension fees. A line extension fee is the cost to extend new electrical lines and equipment to a location that does not currently have service or when an existing service location requests an upgrade in capacity.

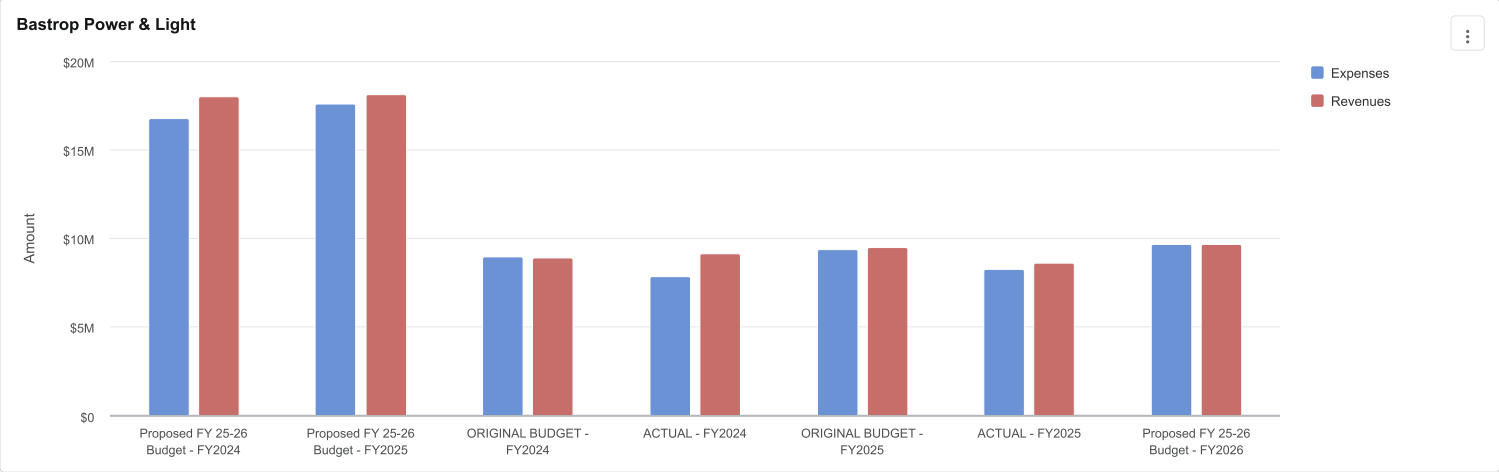
BP&L is responsible for the City's 7,200-volt electric distribution system. There are 40.5 miles of overhead electrical lines and 7.1 miles of underground electrical lines, which provide services to approximately 2,943 customers. The Lower Colorado River Authority (LCRA) generates the electricity purchased by BP&L and acts as the liaison to the Electric Reliability Council of Texas (ERCOT) on behalf of BP&L. McCord Engineering is contracted by the City of Bastrop to provide engineering services for BP&L. McCord Engineering is providing BP&L's 5-Year System Study and the engineering and project management assistance of the 4th Feeder. LCRA also provides mutual assistance during disasters, providing personnel and equipment when needed.

Significant Base Budget Change in FY2026

System Study Improvements:

- Bastrop Power & Light's 4th Feeder is being engineered in FY2025 by McCord Engineering for a complete build-out of the feeder in FY2026. The new feeder will run a total of 2.5 miles from the LCRA Substation at Main Street and Mesquite Street down to Hwy 95; from HWY 95 it will run to Industrial Park. This new feeder will add more capacity and relieve some load off the East Feeder and Town Feeder.
- The Electrical System Study (2026-2031) is schedule to be completed in FY2025 and will identify future capital improvements in the electric system. The System Study provides information that helps pinpoint required system maintenance and recommendations for

balancing and maintaining the electric system, including estimated costs for labor, material and engineering for each project. The Study is completed every 5 years.



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Expenditures by Function

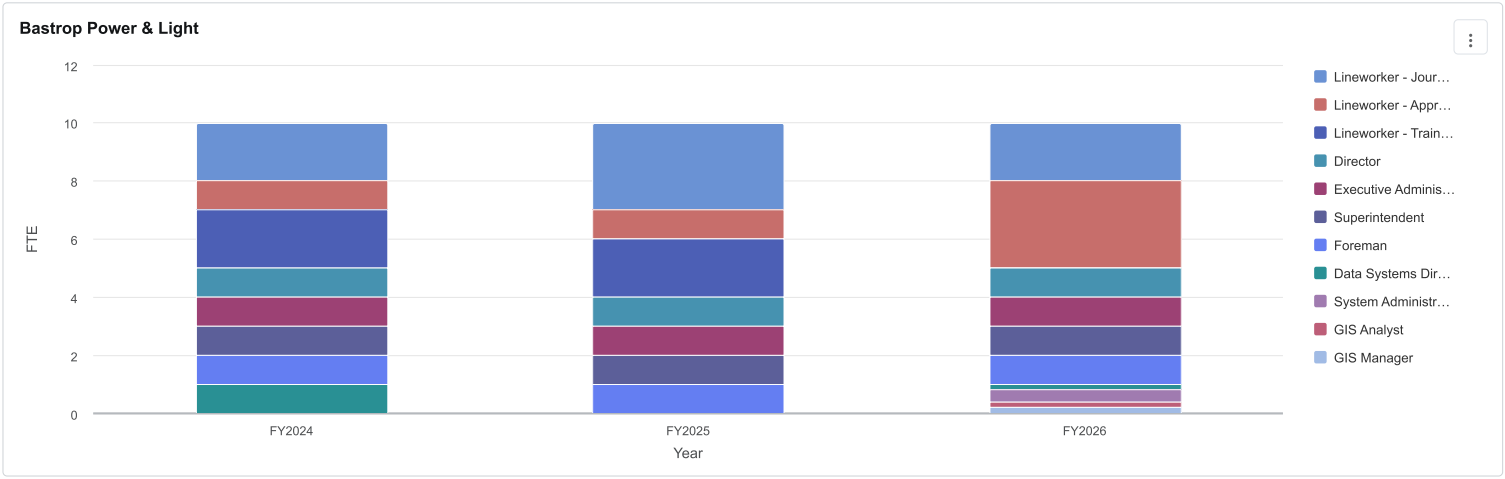
Bastrop Power & Light

	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL		PROPOSED FY 25-26 BUDGET	
	FY2024	FY2024	FY2025	FY2025	FY25 Budget vs. FY25 Actual (%)	FY2026	FY25 Budget vs. FY26 Budget (%)
Expenses							
Expenses	$974,300	$864,410	$1,025,750	$1,092,680	7%	$1,220,328	19%
WAGES							
COMPENSATED ABSENSES	$0	$11,592	$0	$0	–	$0	–
LONGEVITY	$4,303	$4,108	$5,820	$4,588	-21%	$5,031	-14%
OPERATIONAL SALARIES	$735,601	$749,125	$782,500	$735,937	-6%	$976,696	25%
OVERTIME	$15,000	$18,898	$15,750	$11,942	-24%	$15,750	0%
SIGN ON BONUS/RETENTION	$0	$0	$0	$0	–	$0	–
WAGES TOTAL	**$754,904**	**$783,722**	**$804,070**	**$752,467**	**-6%**	**$997,477**	**24%**
BENEFITS							
GROUP INSURANCE	$86,956	$77,078	$87,000	$63,047	-28%	$116,046	33%
RETIREMENT	$94,531	$103,487	$110,600	$109,145	-1%	$123,506	12%
SOCIAL SECURITY	$56,277	$57,471	$59,900	$56,216	-6%	$75,104	25%
WORKERS COMPENSATION	$9,000	$13,514	$9,000	$11,963	33%	$29,117	224%
BENEFITS TOTAL	**$246,764**	**$251,550**	**$266,500**	**$240,371**	**-10%**	**$343,773**	**29%**
SUPPLIES & MATERIALS							
BOOKS	$5,000	$966	$5,000	$1,822	-64%	$5,000	0%
COMPUTER EQUIPMENT	$1,300	$1,303	$1,800	$0	-100%	$1,800	0%
EQUIPMENT	$1,000	$12,373	$1,000	$870	-13%	$1,000	0%
FUEL	$25,000	$16,704	$35,000	$12,713	-64%	$35,000	0%
SAFETY SUPPLIES	$2,500	$2,678	$2,500	$1,848	-26%	$2,500	0%
SMALL TOOLS	$7,500	$7,995	$7,875	$4,252	-46%	$7,875	0%
SUPPLIES	$7,500	$9,532	$12,500	$11,210	-10%	$12,500	0%
SUPPLIES & MATERIALS TOTAL	**$49,800**	**$51,550**	**$65,675**	**$32,715**	**-50%**	**$65,675**	**0%**
MAINTENANCE & REPAIRS	$267,000	$154,061	$267,000	$202,620	-24%	$270,000	1%

	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL		PROPOSED FY 25-26 BUDGET	
	FY2024	FY2024	FY2025	FY2025	FY25 Budget vs. FY25 Actual (%)	FY2026	FY25 Budget vs. FY26 Budget (%)
OCCUPANCY							
MAYFEST UTILITIES	$0	$0	$0	$0	–	$6,600	–
COMMUNICATIONS	$5,800	$4,637	$5,800	$7,795	34%	$5,800	0%
UTILITIES	$6,000	$6,274	$6,000	$8,761	46%	$6,000	0%
OCCUPANCY TOTAL	**$11,800**	**$10,911**	**$11,800**	**$16,556**	**40%**	**$18,400**	**56%**
CONTRACTUAL SERVICES							
SHARED SERVICES - IT	$0	$0	$0	$0	–	$6,463	–
ADMINISTRATIVE SUPPORT	$524,294	$524,294	$541,707	$496,565	-8%	$319,400	-41%
ENGINEERING & CONSULTING	$50,000	$17,394	$50,000	$287	-99%	$50,000	0%
EQUIPMENT RENTAL	$13,000	$9,066	$13,000	$9,630	-26%	$13,000	0%
INSURANCE EXPENSE	$14,600	$14,074	$14,600	$14,623	0%	$14,600	0%
LCRA POWER	$5,689,621	$4,660,960	$5,689,621	$4,945,528	-13%	$5,689,621	0%
LCRA TESTING	$2,500	$574	$2,500	$1,787	-29%	$2,500	0%
LEGAL SERVICES	$5,500	$5,215	$5,500	$366	-93%	$5,500	0%
PROFESSIONAL SERVICES	$17,500	$4,073	$157,500	$105,888	-33%	$132,500	-16%
UNIFORMS	$13,000	$11,521	$13,000	$7,886	-39%	$13,000	0%
VEHICLE/EQUIP REPLACEMENT FEE	$103,397	$103,397	$112,004	$102,670	-8%	$112,004	0%
SHARED SERVICES - FLEET	$0	$0	$0	$0	–	$2,383	–
CONTRACTUAL SERVICES TOTAL	**$6,433,412**	**$5,350,567**	**$6,599,432**	**$5,685,231**	**-14%**	**$6,360,971**	**-4%**
OTHER CHARGES							
BAD DEBT EXPENSE	$0	$19,241	$0	$11,873	–	$0	–
COMMUNITY EVENT SUPPORT	$0	$0	$100,000	$100,000	0%	$100,000	0%
DEPRECIATION EXPENSE	$0	$195,498	$0	$0	–	$0	–
DUES, SUBSCRIPTIONS & PUB	$2,000	$556	$2,000	$549	-73%	$2,000	0%
OVERS/SHORTS	$0	-$100	$0	-$30	–	$0	–
PROMOTIONAL ADVERTISING	$6,000	$0	$6,000	$0	-100%	$6,000	0%
STREET LIGHTING	$0	$14,944	$0	$108	–	$0	–
TRAVEL & TRAINING	$28,700	$19,345	$28,700	$2,540	-91%	$28,700	0%
OTHER CHARGES TOTAL	**$36,700**	**$249,483**	**$136,700**	**$115,040**	**-16%**	**$136,700**	**0%**
OTHER SERVICES							
ADVERTISING	$2,500	$0	$2,500	$0	-100%	$2,500	0%
OTHER SERVICES TOTAL	**$2,500**	**$0**	**$2,500**	**$0**	**-100%**	**$2,500**	**0%**
CAPITAL OUTLAY	$50,000	$79,886	$50,000	$0	-100%	$50,000	0%
DEBT SERVICES	$118,294	$38,294	$118,923	$118,923	0%	$114,857	-3%
TRANSFERS OUT	$0	$0	$0	$0	–	$63,297	–
EXPENSES TOTAL	**$8,945,474**	**$7,834,433**	**$9,348,350**	**$8,256,604**	**-12%**	**$9,643,978**	**3%**
Revenues	$8,872,870	$9,119,950	$9,484,000	$8,625,126	-9%	$9,644,000	2%



Personnel Schedule



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Goal #1

- Achieve organizational excellence through providing high-quality customer service by responding to customer requests for service within 24 hours and minimizing the number of power outages through aggressive system maintenance.

Goal #2

- Continue to provide safe and reliable electric power to the citizens of Bastrop, Texas. Maintain system reliability of 98% or better.

Goal #3

- Maintain and service 40.5 miles of overhead electrical lines and 7.1 miles of underground electrical lines.

Water and Wastewater Fund

Fund 202. Ensuring access to safe drinking water for all, while protecting the health of the Colorado River.



Overview

The Water/Wastewater Department operates to protect the public's health and safety through proper treatment, operation, and maintenance of the water and wastewater systems. The Department is separated into four (4) divisions:

1. Administration
2. Water Distribution/Wastewater Collection
3. Water Treatment
4. Wastewater Treatment

The 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.

- Water distribution is provided through 98.78 miles of water main lines. It provides clean water to approximately 4,620 meter connections. The system pressure helps lower the cost of insurance by providing adequate fire flow at each of 853 fire hydrants.
- Wastewater collection conveys the wastewater leaving our homes and businesses to a wastewater treatment plant through approximately 81 miles of sewer main lines.
- Water treatment ensures proper treatment to provide clean and safe drinking water for our customers.
- Wastewater treatment is vital to maintaining a safe and clean drinking water source and protection of our river's ecosystem.
- Treatment Plant Maintenance maintains equipment at both water and wastewater treatment plants and 20 lift stations, ensuring the equipment life expectancy.

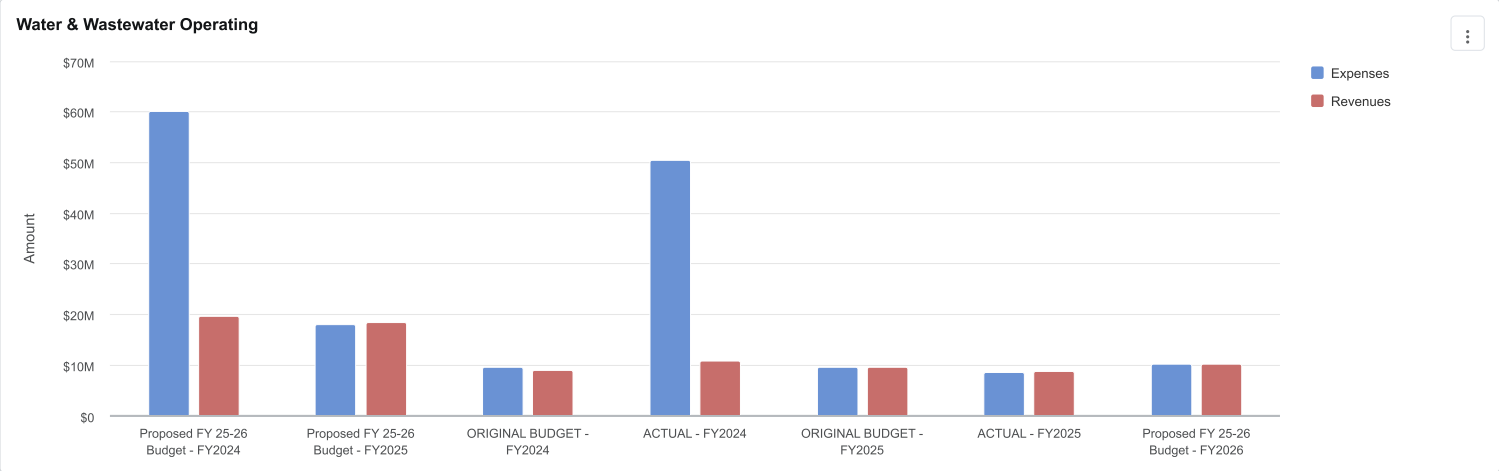
Significant Base Budget Change in FY2026

The Water/Wastewater Department is requesting two (2) new positions: a Water Treatment Plant Operator and a Water & Wastewater Plants Maintenance Technician. The Water Treatment Plant Operator is needed with the Simsboro Water Treatment plant coming online

in 2025. The Water & Wastewater Plants Maintenance Technician will work with our W/WW Plant Maintenance Chief to maintain equipment at the water & wastewater treatment plant, ensuring the equipment life expectancy.

With the new Simsboro Water Treatment plant coming online, there will be a significant increase in Water Production/Treatment for the following budgets:

- **Utilities** - increase of $80,000.
- **Chemicals** - increase of $46,000.



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Expenses and Revenues by Function
(Reflects all expenses and revenues at the Water/Wastewater Fund level)

Water & Wastewater Operating

	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL		PROPOSED FY 25-26 BUDGET	
	FY2024	FY2024	FY2025	FY2025	FY25 Budget vs. FY25 Actual (%)	FY2026	FY25 Budget vs. FY26 Budget (%)
Expenses							
Expenses	$4,375,000	$43,383,223	$3,760,000	$3,450,833	-8%	$3,650,000	-3%
WAGES							
COMPENSATED ABSENSES	$0	$29,680	$0	$0	–	$0	–
LONGEVITY	$8,490	$8,000	$17,310	$9,445	-45%	$10,981	-37%
OPERATIONAL SALARIES	$1,375,691	$1,157,989	$1,654,950	$1,380,856	-17%	$1,800,719	9%
OVERTIME	$66,000	$118,571	$80,120	$99,468	24%	$145,000	81%
SIGN ON BONUS/RETENTION	$0	$0	$0	$0	–	$0	–
WAGES TOTAL	**$1,450,181**	**$1,314,240**	**$1,752,380**	**$1,489,769**	**-15%**	**$1,956,700**	**12%**
BENEFITS							
GROUP INSURANCE	$251,477	$212,854	$247,000	$218,289	-12%	$355,603	44%
RETIREE BENEFITS	$19,707	$18,877	$20,400	$19,166	-6%	$20,400	0%
RETIREMENT	$180,463	$172,043	$207,600	$215,160	4%	$238,044	15%
SOCIAL SECURITY	$109,711	$95,176	$112,400	$110,109	-2%	$138,598	23%
WORKERS COMPENSATION	$16,525	$15,349	$47,855	$25,888	-46%	$67,726	42%
BENEFITS TOTAL	**$577,883**	**$514,299**	**$635,255**	**$588,612**	**-7%**	**$820,371**	**29%**
SUPPLIES & MATERIALS							
CHEMICALS	$160,300	$230,789	$185,300	$244,730	32%	$241,300	30%

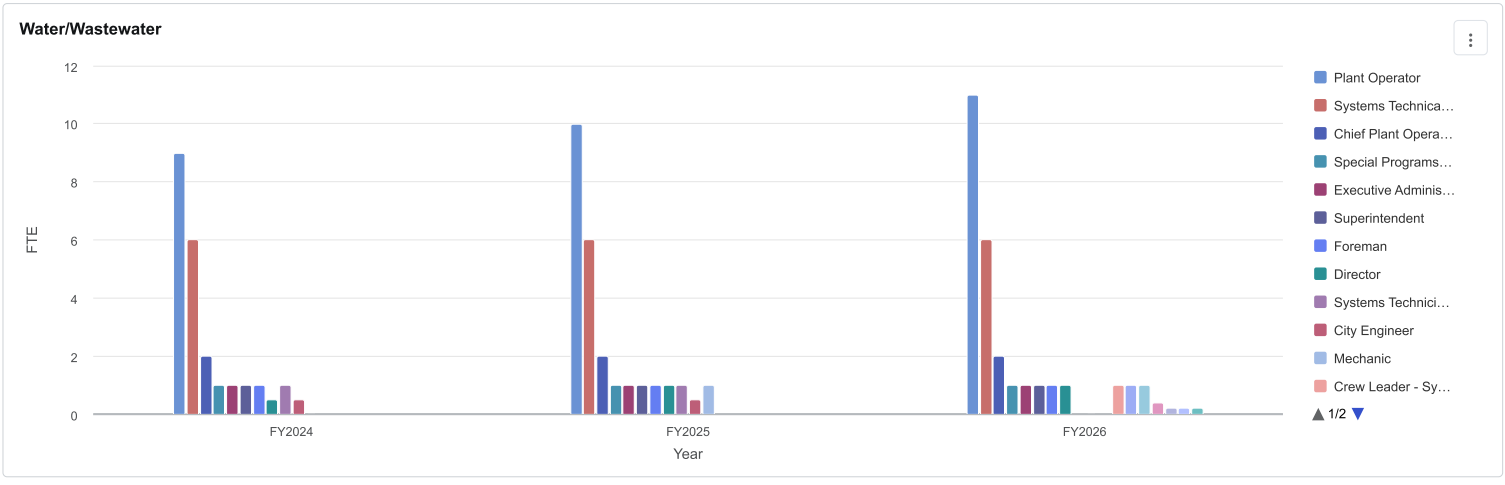
	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL		PROPOSED FY 25-26 BUDGET	
	FY2024	FY2024	FY2025	FY2025	FY25 Budget vs. FY25 Actual (%)	FY2026	FY25 [illegible]6 Budget (%)
FIRE PREVENTION MATERIALS	$1,000	$0	$1,000	$169	-83%	$1,000	0%
FUEL	$44,800	$46,828	$50,500	$39,611	-22%	$55,000	9%
IRRIGATION SUPPLIES	$75,000	$58,649	$125,000	$133,478	7%	$125,000	0%
OFFICE EQUIPMENT	$9,400	$976	$4,900	$1,237	-75%	$4,000	-18%
POSTAGE	$2,000	$251	$1,500	$516	-66%	$1,000	-33%
SAFETY SUPPLIES	$10,000	$4,034	$5,500	$3,854	-30%	$5,500	0%
SMALL EQUIPMENT	$4,100	$0	$4,100	$2,175	-47%	$3,500	-15%
SMALL TOOLS	$7,900	$3,212	$7,900	$1,470	-81%	$15,970	102%
SPECIAL PRINTING	$1,700	$3,722	$1,500	$1,016	-32%	$1,700	13%
SUPPLIES	$6,400	$7,669	$6,400	$4,923	-23%	$6,900	8%
SUPPLIES & MATERIALS TOTAL	**$322,600**	**$356,130**	**$393,600**	**$433,178**	**10%**	**$460,870**	**17%**
MAINTENANCE & REPAIRS	$740,780	$728,433	$878,750	$628,220	-29%	$883,400	1%
OCCUPANCY							
COMMUNICATIONS	$13,600	$12,192	$16,200	$16,521	2%	$18,950	17%
UTILITIES	$524,300	$498,031	$538,500	$547,475	2%	$618,500	15%
OCCUPANCY TOTAL	**$537,900**	**$510,224**	**$554,700**	**$563,996**	**2%**	**$637,450**	**15%**
CONTRACTUAL SERVICES							
SHARED SERVICES - IT	$0	$0	$0	$0	–	$11,559	–
ADMINISTRATIVE SUPPORT	$787,990	$787,989	$791,949	$725,953	-8%	$791,949	0%
ENGINEERING & CONSULTING	$75,000	$35,016	$75,000	$1,170	-98%	$70,000	-7%
EQUIPMENT RENTAL	$8,000	$4,652	$8,000	$2,187	-73%	$5,000	-37%
INSURANCE EXPENSE	$57,900	$76,318	$57,900	$57,993	0%	$57,900	0%
LAB FEES	$90,500	$115,981	$95,500	$67,027	-30%	$95,500	0%
LEGAL SERVICES	$10,000	$85,484	$10,000	$22,461	125%	$25,000	150%
MAPPING	$5,000	$0	$5,000	$0	-100%	$5,000	0%
PROFESSIONAL SERVICES	$132,500	$159,554	$162,500	$62,159	-62%	$205,500	26%
PUMPING FEES	$163,860	$163,860	$163,860	$150,205	-8%	$163,860	0%
UNIFORMS	$21,700	$16,098	$21,700	$11,012	-49%	$23,350	8%
VEHICLE/EQUIP REPLACEMENT FEE	$111,770	$111,770	$148,135	$135,790	-8%	$148,135	0%
WHOLESALE WATER CONTRACT	$56,400	$127,885	$56,400	$68,220	21%	$56,400	0%
SHARED SERVICES - FLEET	$0	$0	$0	$0	–	$7,372	–
CONTRACTUAL SERVICES TOTAL	**$1,520,620**	**$1,684,607**	**$1,595,944**	**$1,304,178**	**-18%**	**$1,666,525**	**4%**
OTHER CHARGES							
BAD DEBT EXPENSE	$8,000	$17,953	$8,000	$14,165	77%	$8,000	0%
CONSUMER CONFIDENCE REPORT	$4,100	$4,659	$4,100	$4,131	1%	$4,300	5%
DEPRECIATION EXPENSE	$0	$1,388,695	$0	$0	–	$0	–
DUES, SUBSCRIPTIONS & PUB	$4,300	$2,483	$4,300	$2,380	-45%	$4,800	12%
EQUIPMENT RENTALS	$3,500	$0	$3,500	$0	-100%	$3,500	0%
ISSUANCE COST	$0	$450,990	$0	$0	–	$0	–
TRAVEL & TRAINING	$15,370	$10,757	$15,370	$10,281	-33%	$16,130	5%
OTHER CHARGES TOTAL	**$35,270**	**$1,875,536**	**$35,270**	**$30,957**	**-12%**	**$36,730**	**4%**
OTHER SERVICES							
ADVERTISING	$3,000	$490	$2,000	$4,613	131%	$4,200	110%
OTHER SERVICES TOTAL	**$3,000**	**$490**	**$2,000**	**$4,613**	**131%**	**$4,200**	**110%**
CONTINGENCY	$10,000	$0	$10,000	$0	-100%	$10,000	0%
TRANSFERS OUT	$0	$60,000	$0	$0	–	$63,297	–
EXPENSES TOTAL	**$9,573,234**	**$50,427,181**	**$9,617,899**	**$8,494,356**	**-12%**	**$10,189,543**	**6%**
Revenues	$8,922,540	$10,746,257	$9,628,000	$8,760,438	-9%	$10,193,000	6%

220 - Debt Service - Water & Wastewater Fund

	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL		PROPOSED FY 25-26 BUDGET	
	FY2024	FY2024	FY2025	FY2025	FY25 Budget vs. FY25 Actual (%)	FY2026	FY25 Budget vs. FY26 Budget (%)
Expenses							
Expenses	$6,305,291	$2,688,299	$6,054,178	$4,811,734	-21%	$5,024,873	-17%
DEBT SERVICES	$553,799	$228,799	$563,780	$1,964,832	249%	$2,165,070	284%
EXPENSES TOTAL	**$6,859,090**	**$2,917,098**	**$6,617,959**	**$6,776,565**	**2%**	**$7,189,943**	**9%**
Revenues	$5,826,460	$5,833,357	$6,617,960	$6,227,018	-6%	$7,189,950	9%

Personnel Schedule





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Goal #1

- Provide maintenance on 98.78 miles of water main line, 2,144 valves, 80.78 miles of wastewater main lines, 1,273 manholes, 6 alluvial wells, 5 deep wells, 20 lift stations, 4,620-metered connections from 3/4" to 10", and 853 fire hydrants.

Goal #2

- Continue to provide safe and reliable drinking water to our customers.

Goal #3

- Conserve the City's water source by continuing to monitor water loss and implement water saving measures.

Goal #4

- Distribute approximately 1.8 million gallons of treated water per day to homes and businesses.

In this section, you can go into further detail. Make your content more accessible by writing short sentences, choosing words and phrases you'd use when talking to a neighbor, and avoiding jargon.

Goal #5

- Collect and treat approximately 1.4 million gallons of wastewater per day.

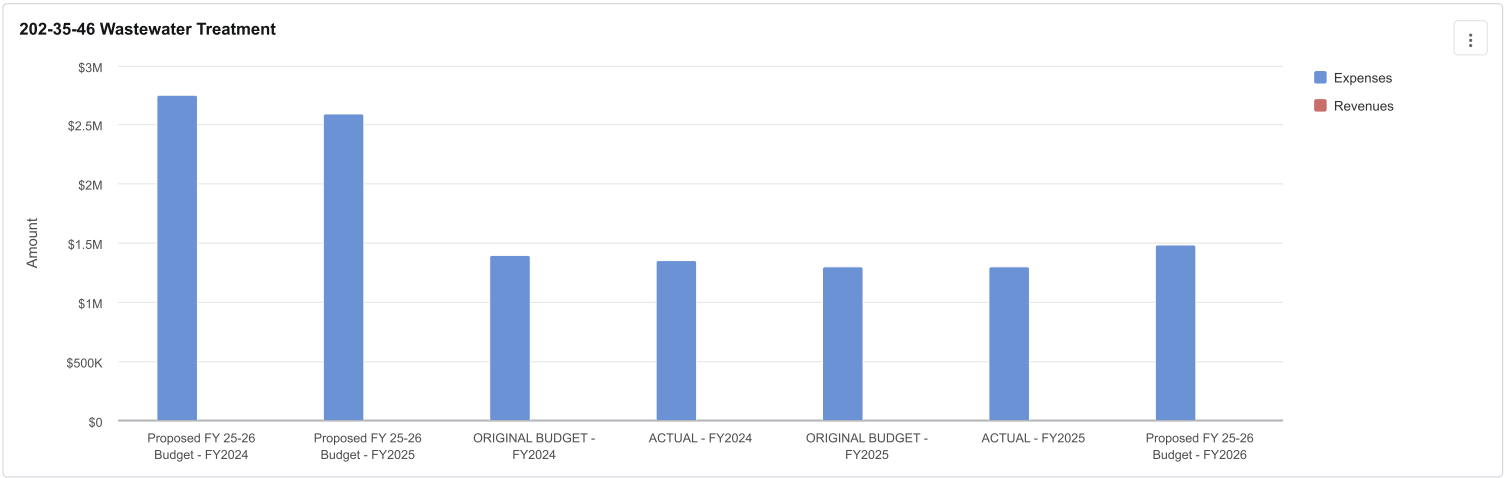
Wastewater Treatment

Fund 202. Department 35. Division 46
(A division of the Water/Wastewater Department)



Overview

The Wastewater Treatment Division is comprised of the Chief Wastewater Treatment Plant Operator and six (6) Wastewater Treatment Plant Operators. Responsible for the safe and efficient operation of two (2) separate wastewater treatment facilities, this division plays a crucial role in safeguarding drinking water sources and the ecological system of the Colorado River through routine treatment, sampling, laboratory analyses, and subsequent discharge of treated effluents.



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Expenditures by Function

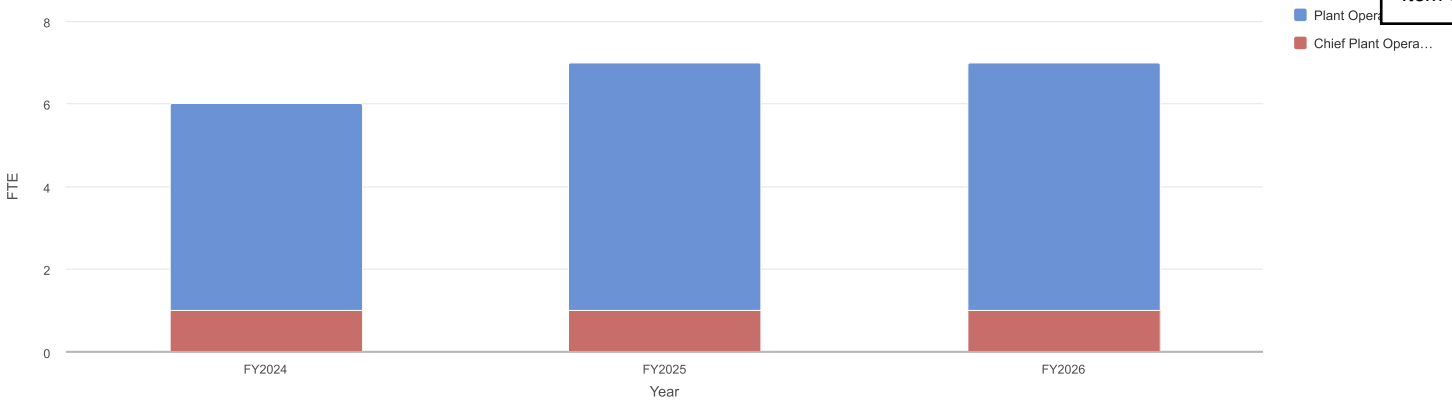
202-35-46 Wastewater Treatment

	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL		PROPOSED FY 25-26 BUDGET	
	FY2024	FY2024	FY2025	FY2025	FY25 Budget vs. FY25 Actual (%)	FY2026	FY25 [illegible]6 Budget (%)
Expenses							
WAGES							
LONGEVITY	$1,800	$1,730	$3,840	$2,090	-46%	$2,355	-39%
OPERATIONAL SALARIES	$372,139	$321,388	$300,000	$325,191	8%	$377,570	26%
OVERTIME	$22,000	$40,879	$120	$33,378	27,715%	$50,000	41,567%
SIGN ON BONUS/RETENTION	$0	$0	$0	$0	–	$0	–
WAGES TOTAL	**$395,939**	**$363,998**	**$303,960**	**$360,659**	**19%**	**$429,925**	**41%**
BENEFITS							
GROUP INSURANCE	$68,006	$63,578	$52,000	$54,648	5%	$83,090	60%
RETIREMENT	$49,532	$48,842	$42,000	$51,413	22%	$52,430	25%
SOCIAL SECURITY	$30,153	$26,609	$22,700	$25,552	13%	$29,065	28%
WORKERS COMPENSATION	$3,935	$3,680	$13,342	$7,045	-47%	$16,991	27%
BENEFITS TOTAL	**$151,626**	**$142,708**	**$130,042**	**$138,658**	**7%**	**$181,576**	**40%**
SUPPLIES & MATERIALS							
CHEMICALS	$60,000	$108,454	$70,000	$96,713	38%	$80,000	14%
FUEL	$6,500	$5,927	$7,000	$6,178	-12%	$7,000	0%
SMALL TOOLS	$1,500	$385	$1,500	$1,068	-29%	$1,500	0%
SUPPLIES & MATERIALS TOTAL	**$68,000**	**$114,766**	**$78,500**	**$103,958**	**32%**	**$88,500**	**13%**
MAINTENANCE & REPAIRS	$324,700	$272,251	$317,400	$273,592	-14%	$307,400	-3%
OCCUPANCY							
UTILITIES	$375,000	$325,314	$375,000	$336,171	-10%	$375,000	0%
OCCUPANCY TOTAL	**$375,000**	**$325,314**	**$375,000**	**$336,171**	**-10%**	**$375,000**	**0%**
CONTRACTUAL SERVICES							
SHARED SERVICES - IT	$0	$0	$0	$0	–	$2,890	–
LAB FEES	$55,000	$85,254	$60,000	$55,988	-7%	$60,000	0%
PROFESSIONAL SERVICES	$18,000	$40,516	$24,000	$21,824	-9%	$24,000	0%
UNIFORMS	$6,500	$4,193	$6,500	$2,956	-55%	$6,500	0%
SHARED SERVICES - FLEET	$0	$0	$0	$0	–	$1,843	–
CONTRACTUAL SERVICES TOTAL	**$79,500**	**$129,964**	**$90,500**	**$80,768**	**-11%**	**$95,233**	**5%**
OTHER CHARGES							
DUES, SUBSCRIPTIONS & PUB	$2,000	$0	$2,000	$0	-100%	$2,000	0%
TRAVEL & TRAINING	$3,680	$1,546	$3,680	$2,576	-30%	$3,680	0%
OTHER CHARGES TOTAL	**$5,680**	**$1,546**	**$5,680**	**$2,576**	**-55%**	**$5,680**	**0%**
EXPENSES TOTAL	**$1,400,445**	**$1,350,547**	**$1,301,082**	**$1,296,383**	**0%**	**$1,483,314**	**14%**
Revenues	–	–	–	–	–	–	–

Personnel Schedule

Wastewater Treatment

Wastewater Treatment Personnel



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Water Distribution/Wastewater Collection

Fund 202.Department 35. Division 41
(A division of the Water/Wastewater Department)



Overview

The Water & Wastewater Distribution and Collection Division is comprised of the Systems Foreman, Crew Leader, and six (6) Systems Technicians. Tasked with water and wastewater conveyance throughout the City of Bastrop's water distribution and wastewater collection systems, this division is responsible for the continued improvement, maintenance, and emergency response to disruptions of service for 98.8 miles of water main, approximately 4,620 metered water connections, 853 fire hydrants, 81 miles of sewer main, and approximately 800 wastewater manholes.

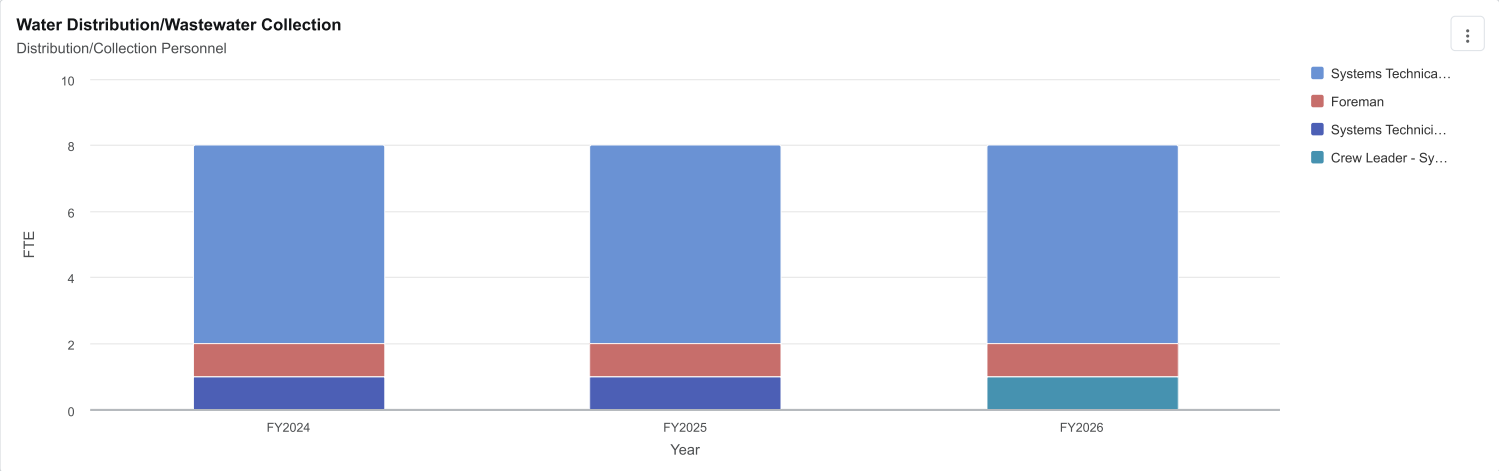
Expenditures by Function

202-35-41 Water Distribution & Wastewater Collections

	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL	PROPOSED FY 25-26 BUDGET		
	FY2024	FY2024	FY2025	FY2025	FY25 Budget vs. FY25 Actual (%)	FY2026	FY25 Budget vs. FY26 Budget (%)
Expenses							
WAGES							
LONGEVITY	$2,400	$2,255	$5,100	$2,435	-52%	$2,625	-49%
OPERATIONAL SALARIES	$383,314	$293,610	$576,150	$350,206	-39%	$423,748	-26%
OVERTIME	$22,000	$23,660	$22,000	$17,527	-20%	$22,000	0%
SIGN ON BONUS/RETENTION	$0	$0	$0	$0	–	$0	–
WAGES TOTAL	**$407,714**	**$319,525**	**$603,250**	**$370,168**	**-39%**	**$448,373**	**-26%**
BENEFITS							
GROUP INSURANCE	$86,820	$61,372	$88,000	$54,841	-38%	$89,092	1%
RETIREMENT	$48,256	$44,045	$57,600	$52,980	-8%	$58,840	2%
SOCIAL SECURITY	$29,326	$25,028	$31,200	$28,323	-9%	$32,618	5%

	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL	PROPOSED FY 25-26 BUDGET		
	FY2024	FY2024	FY2025	FY2025	FY25 Budget vs. FY25 Actual (%)	FY2026	FY25 [illegible]6 Budget (%)
WORKERS COMPENSATION	$8,300	$6,114	$17,455	$7,045	-60%	$19,069	9%
BENEFITS TOTAL	**$172,702**	**$136,559**	**$194,255**	**$143,190**	**-26%**	**$199,619**	**3%**
SUPPLIES & MATERIALS							
CHEMICALS	$300	$0	$300	$0	-100%	$300	0%
FUEL	$28,000	$25,002	$28,000	$21,742	-22%	$28,000	0%
IRRIGATION SUPPLIES	$75,000	$58,649	$125,000	$133,478	7%	$125,000	0%
SMALL EQUIPMENT	$4,100	$0	$4,100	$2,175	-47%	$3,500	-15%
SMALL TOOLS	$4,500	$2,386	$4,500	$318	-93%	$3,500	-22%
SUPPLIES & MATERIALS TOTAL	**$111,900**	**$86,037**	**$161,900**	**$157,713**	**-3%**	**$160,300**	**-1%**
MAINTENANCE & REPAIRS	$112,000	$121,189	$264,000	$131,910	-50%	$258,500	-2%
OCCUPANCY							
UTILITIES	$0	$40,342	$0	$21,273	–	$0	–
OCCUPANCY TOTAL	**$0**	**$40,342**	**$0**	**$21,273**	**–**	**$0**	**–**
CONTRACTUAL SERVICES							
SHARED SERVICES - IT	$0	$0	$0	$0	–	$2,890	–
MAPPING	$5,000	$0	$5,000	$0	-100%	$5,000	0%
PROFESSIONAL SERVICES	$4,500	$2,555	$4,500	$1,543	-66%	$4,500	0%
UNIFORMS	$7,500	$5,730	$7,500	$4,538	-39%	$7,500	0%
SHARED SERVICES - FLEET	$0	$0	$0	$0	–	$1,843	–
CONTRACTUAL SERVICES TOTAL	**$17,000**	**$8,285**	**$17,000**	**$6,081**	**-64%**	**$21,733**	**28%**
OTHER CHARGES							
EQUIPMENT RENTALS	$1,500	$0	$1,500	$0	-100%	$1,500	0%
TRAVEL & TRAINING	$3,000	$3,574	$3,000	$1,025	-66%	$3,000	0%
OTHER CHARGES TOTAL	**$4,500**	**$3,574**	**$4,500**	**$1,025**	**-77%**	**$4,500**	**0%**
EXPENSES TOTAL	**$825,816**	**$715,511**	**$1,244,905**	**$831,361**	**-33%**	**$1,093,025**	**-12%**
Revenues	–	–	–	–	–	–	–

Personnel Schedule



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Water Treatment

Fund 202. Department
(A division of the Water/Wastewater Department)



Overview

The Water Treatment Division includes a Chief Water Treatment Plant Operator and four (4) Water Treatment Plant Operators who perform tasks related to the production of safe and palatable water for the City's customers through proper water treatment, storage, sampling, and laboratory analyses.

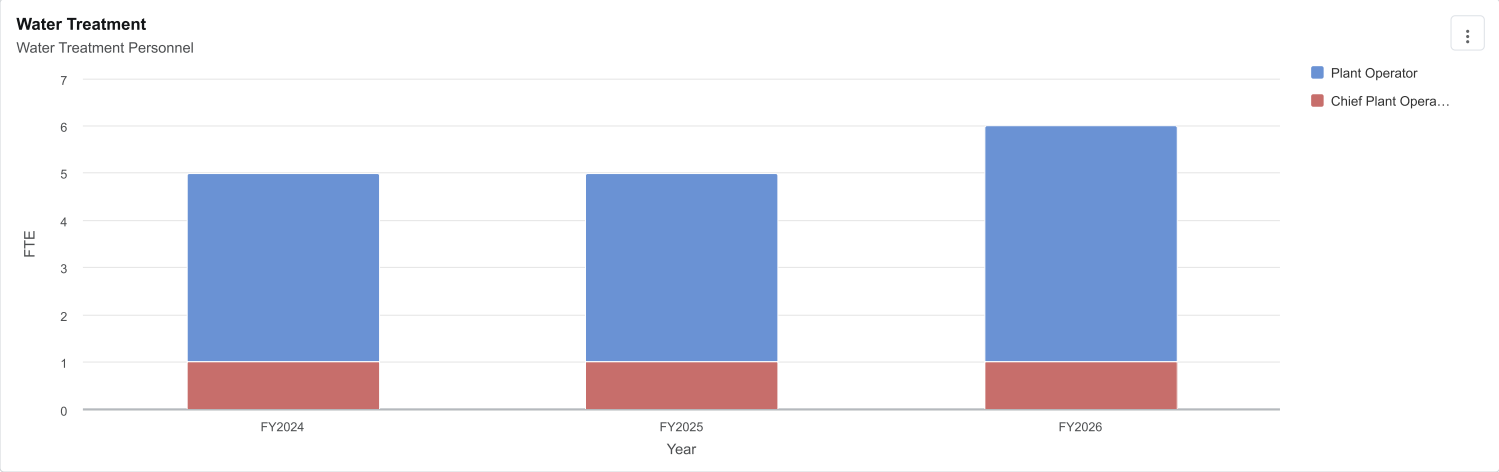
Expenditures by Function

202-35-43 Water Treatment

	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL	PROPOSED FY 25-26 BUDGET		
	FY2024	FY2024	FY2025	FY2025	FY25 Budget vs. FY25 Actual (%)	FY2026	FY25 Budget vs. FY26 Budget (%)
Expenses							
WAGES							
LONGEVITY	$2,280	$2,195	$4,860	$2,340	-52%	$2,670	-45%
OPERATIONAL SALARIES	$282,469	$245,146	$351,700	$319,646	-9%	$420,470	20%
OVERTIME	$22,000	$53,840	$58,000	$47,501	-18%	$63,000	9%
SIGN ON BONUS/RETENTION	$0	$0	$0	$0	–	$0	–
WAGES TOTAL	**$306,749**	**$301,181**	**$414,560**	**$369,487**	**-11%**	**$486,140**	**17%**
BENEFITS							
GROUP INSURANCE	$57,780	$51,800	$60,000	$60,373	1%	$92,511	54%
RETIREMENT	$40,812	$40,310	$48,400	$54,110	12%	$58,394	21%
SOCIAL SECURITY	$24,781	$21,471	$26,200	$27,124	4%	$32,371	24%
WORKERS COMPENSATION	$3,935	$3,685	$15,385	$7,045	-54%	$18,922	23%
BENEFITS TOTAL	**$127,308**	**$117,266**	**$149,985**	**$148,652**	**-1%**	**$202,198**	**35%**
SUPPLIES & MATERIALS							

	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL	PROPOSED FY 25-26 BUDGET		
	FY2024	FY2024	FY2025	FY2025	FY25 Budget vs. FY25 Actual (%)	FY2026	FY25 Budget vs. FY26 Budget (%)
CHEMICALS	$100,000	$122,335	$115,000	$148,017	29%	$161,000	40%
FUEL	$6,800	$13,280	$12,000	$9,345	-22%	$15,000	25%
SMALL TOOLS	$1,500	$440	$1,500	$84	-94%	$1,500	0%
SUPPLIES & MATERIALS TOTAL	**$108,300**	**$136,055**	**$128,500**	**$157,446**	**23%**	**$177,500**	**38%**
MAINTENANCE & REPAIRS	$282,300	$334,270	$290,000	$221,460	-24%	$313,000	8%
OCCUPANCY							
UTILITIES	$145,800	$132,376	$160,000	$188,937	18%	$240,000	50%
OCCUPANCY TOTAL	**$145,800**	**$132,376**	**$160,000**	**$188,937**	**18%**	**$240,000**	**50%**
CONTRACTUAL SERVICES							
SHARED SERVICES - IT	$0	$0	$0	$0	–	$2,889	–
LAB FEES	$35,500	$30,727	$35,500	$11,039	-69%	$35,500	0%
PROFESSIONAL SERVICES	$35,000	$13,673	$35,000	$21,209	-39%	$35,000	0%
PUMPING FEES	$163,860	$163,860	$163,860	$150,205	-8%	$163,860	0%
UNIFORMS	$5,500	$4,108	$5,500	$2,363	-57%	$6,150	12%
SHARED SERVICES - FLEET	$0	$0	$0	$0	–	$1,843	–
CONTRACTUAL SERVICES TOTAL	**$239,860**	**$212,368**	**$239,860**	**$184,816**	**-23%**	**$245,242**	**2%**
OTHER CHARGES							
EQUIPMENT RENTALS	$2,000	$0	$2,000	$0	-100%	$2,000	0%
TRAVEL & TRAINING	$3,690	$4,781	$3,690	$3,889	5%	$4,450	21%
OTHER CHARGES TOTAL	**$5,690**	**$4,781**	**$5,690**	**$3,889**	**-32%**	**$6,450**	**13%**
EXPENSES TOTAL	**$1,216,007**	**$1,238,297**	**$1,388,595**	**$1,274,688**	**-8%**	**$1,670,530**	**20%**
Revenues	–	–	–	–	–	–	–

Personnel Schedule



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Water/Wastewater Administration

Fund 202. Department 35. Division 10
(A division of the Water/Wastewater Department)

Overview

The Water & Wastewater Administrative Division currently consists of the Water & Wastewater Director, Superintendent, Special Programs Coordinator, Executive Administrative Assistant, and the Operations Maintenance team. This division is primarily responsible for providing direction to and oversight of the Water & Wastewater Department to include budget preparation and adherence, planning, water conservation, backflow protection programs, work order management, and ensuring water & wastewater meets or exceeds compliance with all federal, state, and local rules and regulations.

The Operations Maintenance team consists of the Operations Maintenance Chief, with the intentions to add an Operations Maintenance Technician in FY26. The Operations Maintenance team is currently categorized as Administrative but plans to develop into its own division as new personnel are added and departmental needs arise. Operations Maintenance plays a critical role in providing preventative maintenance services and expedited response to emergency situations involving critical water & wastewater infrastructure and capital assets.
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Expenditures by Function

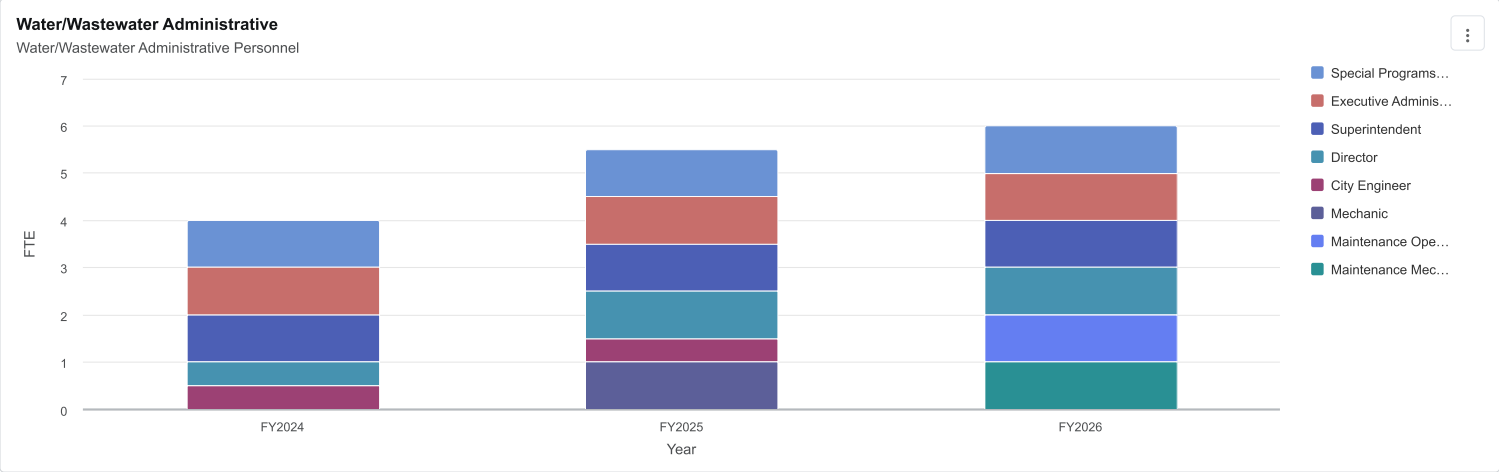
202-35-10 Water & Wastewater Administration

	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL		PROPOSED FY 25-26 BUDGET	
	FY2024	FY2024	FY2025	FY2025	FY25 Budget vs. FY25 Actual (%)	FY2026	FY25 Budget vs. FY26 Budget (%)

	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL		PROPOSED FY 25-26 BUDGET	
	FY2024	FY2024	FY2025	FY2025	FY25 Budget vs. FY25 Actual (%)	FY2026	FY25 [illegible]6 Budget (%)
Expenses							
Expenses	$4,375,000	$43,383,223	$3,760,000	$3,450,833	-8%	$3,650,000	-3%
WAGES							
COMPENSATED ABSENSES	$0	$29,680	$0	$0	–	$0	–
LONGEVITY	$2,010	$1,820	$3,510	$2,580	-26%	$3,190	-9%
OPERATIONAL SALARIES	$337,769	$297,845	$427,100	$385,812	-10%	$492,313	15%
OVERTIME	$0	$192	$0	$1,062	–	$10,000	–
SIGN ON BONUS/RETENTION	$0	$0	$0	$0	–	$0	–
WAGES TOTAL	**$339,779**	**$329,536**	**$430,610**	**$389,455**	**-10%**	**$505,503**	**17%**
BENEFITS							
GROUP INSURANCE	$38,871	$36,103	$47,000	$48,427	3%	$78,580	67%
RETIREE BENEFITS	$19,707	$18,877	$20,400	$19,166	-6%	$20,400	0%
RETIREMENT	$41,863	$38,846	$59,600	$56,657	-5%	$68,380	15%
SOCIAL SECURITY	$25,451	$22,068	$32,300	$29,109	-10%	$37,906	17%
WORKERS COMPENSATION	$355	$1,871	$1,673	$4,752	184%	$11,791	605%
BENEFITS TOTAL	**$126,247**	**$117,765**	**$160,973**	**$158,112**	**-2%**	**$217,057**	**35%**
SUPPLIES & MATERIALS							
FIRE PREVENTION MATERIALS	$1,000	$0	$1,000	$169	-83%	$1,000	0%
FUEL	$3,500	$2,621	$3,500	$2,346	-33%	$5,000	43%
OFFICE EQUIPMENT	$9,400	$976	$4,900	$1,237	-75%	$4,000	-18%
POSTAGE	$2,000	$251	$1,500	$516	-66%	$1,000	-33%
SAFETY SUPPLIES	$10,000	$4,034	$5,500	$3,854	-30%	$5,500	0%
SMALL TOOLS	$400	$0	$400	$0	-100%	$9,470	2,268%
SPECIAL PRINTING	$1,700	$3,722	$1,500	$1,016	-32%	$1,700	13%
SUPPLIES	$6,400	$7,669	$6,400	$4,923	-23%	$6,900	8%
SUPPLIES & MATERIALS TOTAL	**$34,400**	**$19,272**	**$24,700**	**$14,060**	**-43%**	**$34,570**	**40%**
MAINTENANCE & REPAIRS	$21,780	$722	$7,350	$1,257	-83%	$4,500	-39%
OCCUPANCY							
COMMUNICATIONS	$13,600	$12,192	$16,200	$16,521	2%	$18,950	17%
UTILITIES	$3,500	$0	$3,500	$1,094	-69%	$3,500	0%
OCCUPANCY TOTAL	**$17,100**	**$12,192**	**$19,700**	**$17,615**	**-11%**	**$22,450**	**14%**
CONTRACTUAL SERVICES							
SHARED SERVICES - IT	$0	$0	$0	$0	–	$2,890	–
ADMINISTRATIVE SUPPORT	$787,990	$787,989	$791,949	$725,953	-8%	$791,949	0%
ENGINEERING & CONSULTING	$75,000	$35,016	$75,000	$1,170	-98%	$70,000	-7%
EQUIPMENT RENTAL	$8,000	$4,652	$8,000	$2,187	-73%	$5,000	-37%
INSURANCE EXPENSE	$57,900	$76,318	$57,900	$57,993	0%	$57,900	0%
LEGAL SERVICES	$10,000	$85,484	$10,000	$22,461	125%	$25,000	150%
PROFESSIONAL SERVICES	$75,000	$102,809	$99,000	$17,583	-82%	$142,000	43%
UNIFORMS	$2,200	$2,067	$2,200	$1,156	-47%	$3,200	45%
VEHICLE/EQUIP REPLACEMENT FEE	$111,770	$111,770	$148,135	$135,790	-8%	$148,135	0%
WHOLESALE WATER CONTRACT	$56,400	$127,885	$56,400	$68,220	21%	$56,400	0%
SHARED SERVICES - FLEET	$0	$0	$0	$0	–	$1,843	–
CONTRACTUAL SERVICES TOTAL	**$1,184,260**	**$1,333,990**	**$1,248,584**	**$1,032,513**	**-17%**	**$1,304,317**	**4%**
OTHER CHARGES							
BAD DEBT EXPENSE	$8,000	$17,953	$8,000	$14,165	77%	$8,000	0%
CONSUMER CONFIDENCE REPORT	$4,100	$4,659	$4,100	$4,131	1%	$4,300	5%
DEPRECIATION EXPENSE	$0	$1,388,695	$0	$0	–	$0	–
DUES, SUBSCRIPTIONS & PUB	$2,300	$2,483	$2,300	$2,380	3%	$2,800	[illegible]%

	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL		PROPOSED FY 25-26 BUDGET	
	FY2024	FY2024	FY2025	FY2025	FY25 Budget vs. FY25 Actual (%)	FY2026	FY25 [illegible]6 Budget (%)
ISSUANCE COST	$0	$450,990	$0	$0	–	$0	–
TRAVEL & TRAINING	$5,000	$856	$5,000	$2,790	-44%	$5,000	0%
OTHER CHARGES TOTAL	**$19,400**	**$1,865,635**	**$19,400**	**$23,466**	**21%**	**$20,100**	**4%**
OTHER SERVICES							
ADVERTISING	$3,000	$490	$2,000	$4,613	131%	$4,200	110%
OTHER SERVICES TOTAL	**$3,000**	**$490**	**$2,000**	**$4,613**	**131%**	**$4,200**	**110%**
CONTINGENCY	$10,000	$0	$10,000	$0	-100%	$10,000	0%
TRANSFERS OUT	$0	$60,000	$0	$0	–	$63,297	–
EXPENSES TOTAL	**$6,130,966**	**$47,122,826**	**$5,683,317**	**$5,091,924**	**-10%**	**$5,835,994**	**3%**
Revenues	–	–	–	–	–	–	–

Personnel Schedule



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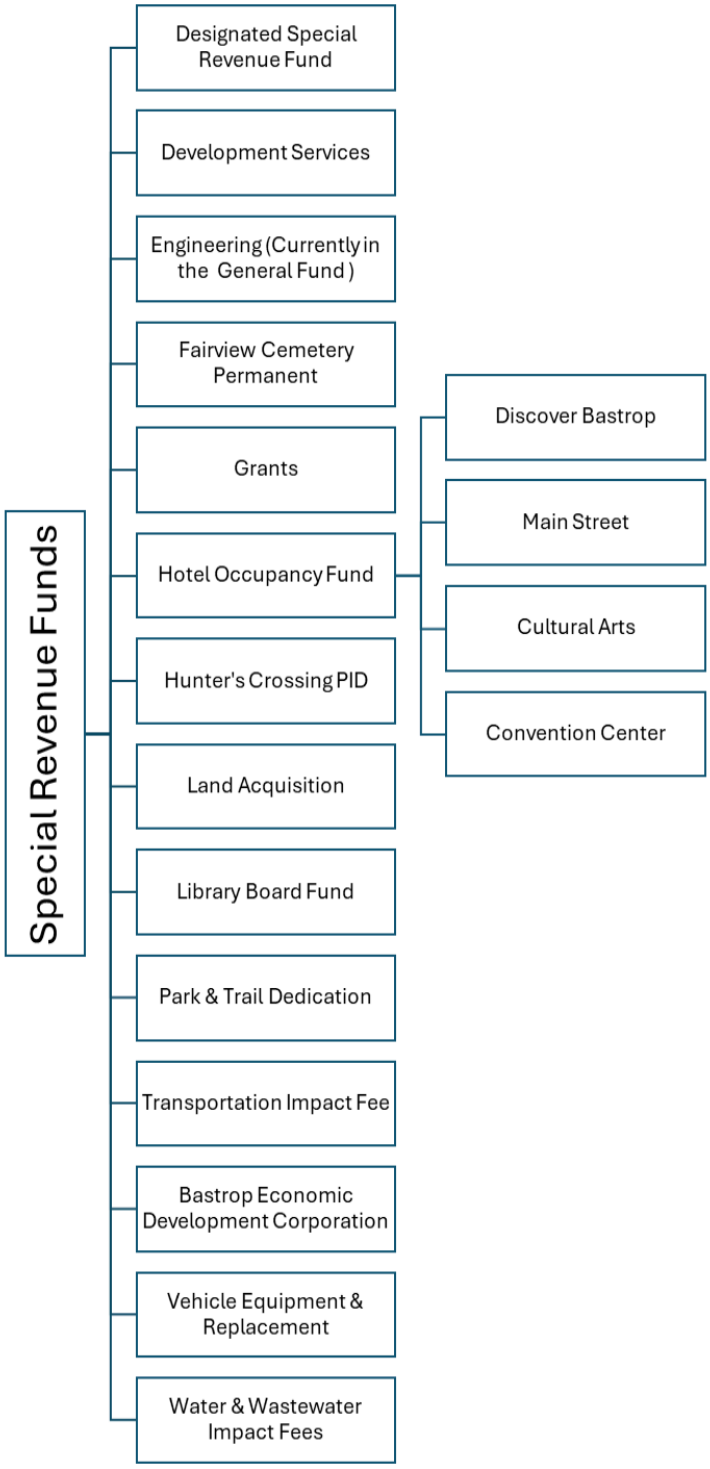
Special Revenue Funds

Separate and distinct funds who may only be used for their intended purpose, either by ordinance, state law, or federal requirements.


Special Revenue Funds
Designated Special Revenue Fund
Development Services
Engineering (Currently in the General Fund)
Fairview Cemetery Permanent
Grants
Hotel Occupancy Fund
Discover Bastrop
Main Street
Cultural Arts
Convention Center
Hunter's Crossing PID
Land Acquisition
Library Board Fund
Park & Trail Dedication
Transportation Impact Fee
Bastrop Economic Development Corporation
Vehicle Equipment & Replacement
Water & Wastewater Impact Fees

Designated Special Revenue Funds

Fund 102. This segment of funds is tied to public safety and court security. Park Funds are included, but will be moved out prior to the final budget.



Overview

Designated Special Revenue Fund holds accounts are used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specific purposes other than debt service or capital projects. These funds relate to public safety and court security. These funds are crucial for managing resources dedicated to particular functions or activities within our local government.

Expenses and Revenues by Function

102- Designated Special Revenue Fund

	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL		PROPOSED FY 25-26 BUDGET	
	FY2024	FY2024	FY2025	FY2025	FY25 Budget vs. FY25 Actual (%)	FY2026	FY25 Budget vs. FY26 Budget (%)
Expenses							
Expenses	$260,000	$0	$150,000	$0	-100%	$0	-100%
OTHER CHARGES							
BLDG SECURITY EXP	$10,000	$28,430	$5,000	$15,087	202%	$5,000	0%
DESIGNATED PARK FUNDS	$34,000	$0	$34,000	$32,660	-4%	$0	-100%
LAW ENFORCEMENT	$1,000	$0	$1,000	$0	-100%	$1,000	0%
PD LEOSE EXP	$1,800	$396	$1,800	$0	-100%	$1,800	0%
SPECIAL EVENT EXPENSE	$1,000	$1,000	$1,000	$200	-80%	$1,000	0%
SPL RETAIL RECRUITING	$25,000	$515	$25,000	$506	-98%	$25,000	0%
TECHNOLOGY EXPENSE	$17,000	$18,835	$17,000	$3,600	-79%	$17,000	0%

	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL		PROPOSED FY 25-26 BUDGET	
	FY2024	FY2024	FY2025	FY2025	FY25 Budget vs. FY25 Actual (%)	FY2026	FY25 [illegible]6 Budget (%)
OTHER CHARGES TOTAL	**$89,800**	**$49,178**	**$84,800**	**$52,053**	**-39%**	**$50,800**	**-40%**
EXPENSES TOTAL	**$349,800**	**$49,178**	**$234,800**	**$52,053**	**-78%**	**$50,800**	**-78%**
Revenues	$85,110	$136,610	$92,210	$127,749	39%	$103,710	12%

Development Services

Fund 108. The economic engine for the city, helping create new development and guiding growth.

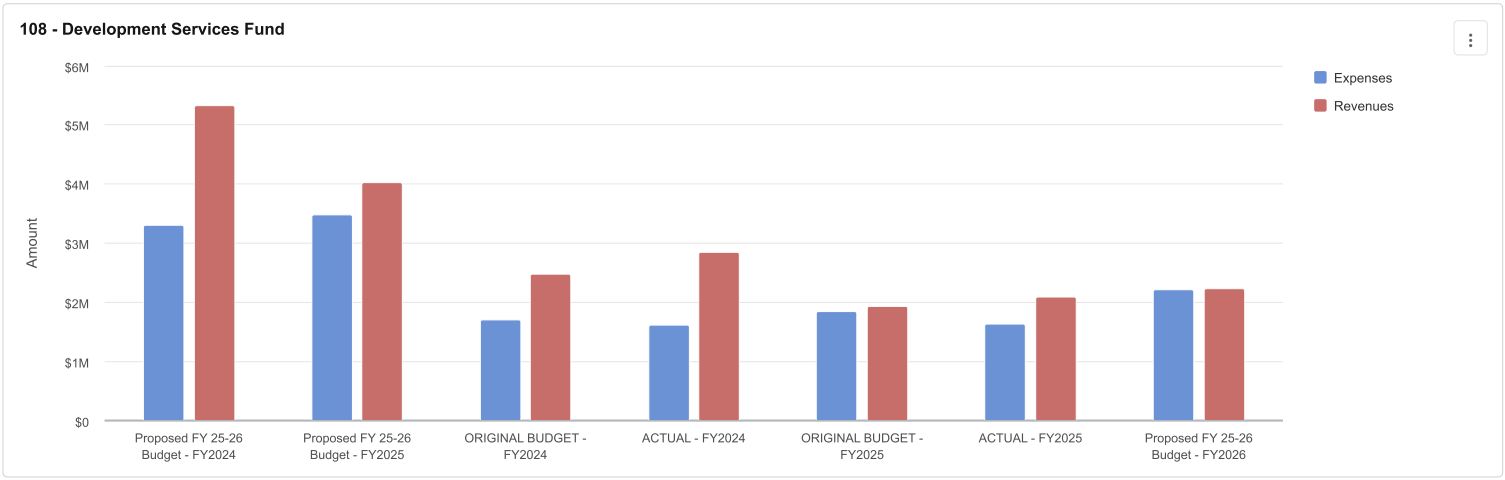


Overview

The Development Services Department facilitates growth to ensure the community's development and future are sustainable through consistent, transparent, effective and high-quality customer service.

Significant Base Budget Change in FY2026

This department and its revenue is a Special Revenue Fund. The available fund balance will be used for the purposes of future development and/or additional expenditure needs within this fund. The budget is projecting $2,184,335 of revenue in FY2026 which represents a 14% increase from FY2025. Budgeted expenditures are projected to increase to $2,454,555 or 34% FY2026, from **$1,822,024** in FY2025.



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Expenditures by Function

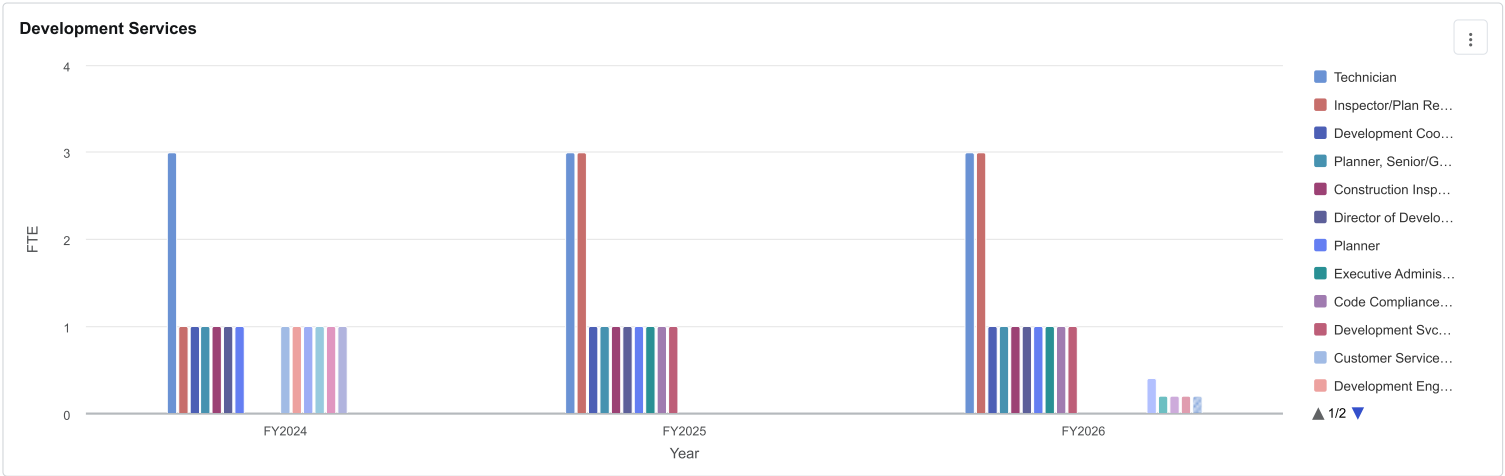
108 - Development Services Fund

	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL		PROPOSED FY 25-26 BUDGET	
	FY2024	FY2024	FY2025	FY2025	FY25 Budget vs. FY25 Actual (%)	FY2026	FY25 Budget vs. FY26 Budget (%)
Expenses							
Expenses	$0	$19,066	$0	$0	–	$0	–
WAGES							
LONGEVITY	$2,160	$1,085	$3,420	$985	-71%	$1,461	-57%
OPERATIONAL SALARIES	$1,131,018	$893,604	$958,000	$730,307	-24%	$1,130,199	18%
OVERTIME	$3,000	$780	$1,500	$222	-85%	$1,500	0%
SIGN ON BONUS/RETENTION	$0	$0	$0	$0	–	$0	–
WAGES TOTAL	**$1,136,178**	**$895,469**	**$962,920**	**$731,514**	**-24%**	**$1,133,160**	**18%**
BENEFITS							
GROUP INSURANCE	$153,493	$117,972	$131,050	$97,720	-25%	$179,785	37%
RETIREMENT	$141,760	$119,394	$135,600	$106,010	-22%	$142,611	5%
SOCIAL SECURITY	$86,530	$67,014	$73,500	$54,699	-26%	$86,574	18%
WORKERS COMPENSATION	$1,000	$9,518	$1,000	$7,880	688%	$6,952	595%
BENEFITS TOTAL	**$382,783**	**$313,898**	**$341,150**	**$266,309**	**-22%**	**$415,922**	**22%**
SUPPLIES & MATERIALS							
FUEL	$4,800	$6,601	$8,500	$8,793	3%	$10,000	18%
OFFICE EQUIPMENT	$5,250	$12,555	$9,000	$3,852	-57%	$12,000	33%
POSTAGE	$2,500	$0	$10,000	$7,578	-24%	$12,500	25%
SPECIAL PRINTING	$2,000	$662	$4,000	$5,641	41%	$6,000	50%
SUPPLIES	$4,500	$8,276	$10,000	$12,285	23%	$14,000	40%
SUPPLIES & MATERIALS TOTAL	**$19,050**	**$28,094**	**$41,500**	**$38,149**	**-8%**	**$54,500**	**31%**
MAINTENANCE & REPAIRS	$21,270	$27,322	$23,270	$16,390	-30%	$35,000	50%
OCCUPANCY							
COMMUNICATIONS	$7,100	$7,199	$7,100	$7,575	7%	$10,000	41%
UTILITIES	$4,700	$4,783	$4,700	$6,668	42%	$4,700	0%
OCCUPANCY TOTAL	**$11,800**	**$11,983**	**$11,800**	**$14,243**	**21%**	**$14,700**	**25%**
CONTRACTUAL SERVICES							
SHARED SERVICES - IT	$0	$0	$0	$0	–	$14,785	–
ADMINISTRATIVE SUPPORT	$0	$0	$212,755	$195,025	-8%	$175,000	-18%
CONTRACTUAL SERVICES	$0	$12,000	$10,000	$285	-97%	$20,000	100%
CREDIT CARD PROCESSING FEES	$0	$4,267	$0	$0	–	$0	–
PROFESSIONAL SERVICES	$59,000	$174,407	$91,600	$251,861	175%	$120,000	31%
PROPERTY & LIABILITY INSURANCE	$0	$36,612	$0	$0	–	$0	–
RECORDING FEES	$800	$451	$4,000	$93	-98%	$5,000	25%
UNEMPLOYMENT TAX	$0	$2,211	$0	$22,534	–	$0	–
UNIFORMS	$1,400	$1,905	$6,500	$1,197	-82%	$9,500	46%
VEHICLE/EQUIP REPLACEMENT FEE	$35,207	$43,433	$33,510	$55,338	65%	$50,000	49%
VETERINARY EXPENSE	$0	$96	$1,000	$0	-100%	$2,000	100%
SHARED SERVICES - FLEET	$0	$0	$0	$0	–	$936	–
CONTRACTUAL SERVICES TOTAL	**$96,407**	**$275,381**	**$359,365**	**$526,333**	**46%**	**$397,221**	**11%**
OTHER CHARGES							
ANIMAL SHELTER EXP	$0	$13,275	$27,000	$28,620	6%	$30,000	11%
CODE ENFORCE CLEAN UP PROJECTS	$0	$1,630	$5,000	$493	-90%	$0	-100%
DUES, SUBSCRIPTIONS & PUB	$4,500	$1,344	$6,150	$2,136	-65%	$7,500	22%

	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL		PROPOSED FY 25-26 BUDGET	
	FY2024	FY2024	FY2025	FY2025	FY25 Budget vs. FY25 Actual (%)	FY2026	FY25 [illegible]6 Budget (%)
HISTORICAL STRUCTURE REFUND	$0	$0	$25,000	$0	-100%	$15,000	-40%
TRAVEL & TRAINING	$23,000	$18,254	$34,000	$9,563	-72%	$38,000	12%
OTHER CHARGES TOTAL	**$27,500**	**$34,503**	**$97,150**	**$40,811**	**-58%**	**$90,500**	**-7%**
OTHER SERVICES							
ADVERTISING	$5,000	$3,433	$11,500	$4,740	-59%	$11,500	0%
OTHER SERVICES TOTAL	**$5,000**	**$3,433**	**$11,500**	**$4,740**	**-59%**	**$11,500**	**0%**
TRANSFERS OUT	$0	$0	$0	$0	–	$63,297	–
EXPENSES TOTAL	**$1,699,988**	**$1,609,148**	**$1,848,655**	**$1,638,489**	**-11%**	**$2,215,800**	**20%**
Revenues	$2,476,000	$2,847,754	$1,930,000	$2,088,398	8%	$2,232,335	16%



Personnel Schedule



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Goal #1

Continue to grow professionally, efficiently and operationally as a department in assisting citizens, property owners, builders, developers, and others as it relates to platting, development requirements and general permitting. This will be achieved by across-the-department team-building, individual training, self-development and obtaining certifications.

Goal #2

Identify areas of process improvement consisting of, but not limited to, software, checklists, and providing public information as it relates to ordinance requirements. This will be achieved by updating checklists, the MyGov portal, department websites, and clarifying and compiling code amendments.

Goal #3

Continue to identify and address ordinance and code amendment needs and update as needed. This will be achieved through City staff and workshops with the different boards and City Council.

Engineering Fund

Fund 101. Department 16. Ensuring the city is built safe and for the long term.
This fund will transition into a Special Revenue Fund by the next fiscal year.



Overview

The Engineering Department assists in analyzing, designing, constructing, and maintaining the City's assets to maintain the community's expected level of service, therefore allowing the community to grow uniquely, healthily, sustainably, and resiliently.

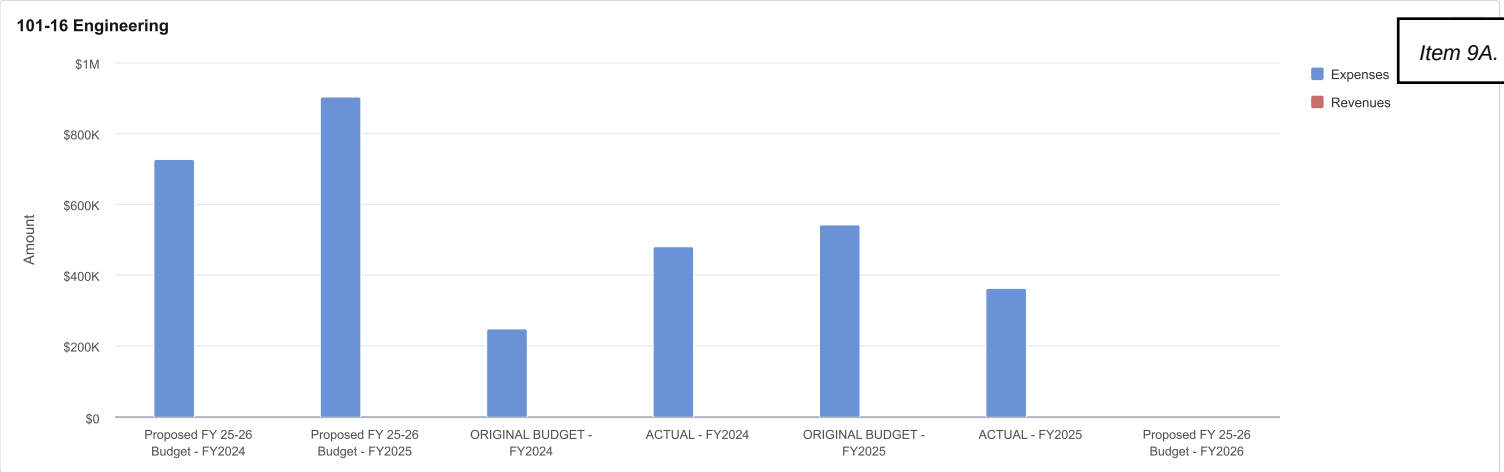
Significant Base Budget Change in FY2026

There is a request to **increase** the following line items:

- Supplies
- Advertising for bid packages and Request for Proposals
- Travel and Training for Flood Management, Professional Engineer exam, among others.

There is also a request to **add** the following line items:

- Postage for notices and publications.
- Recording Fees for deed documents, etc.



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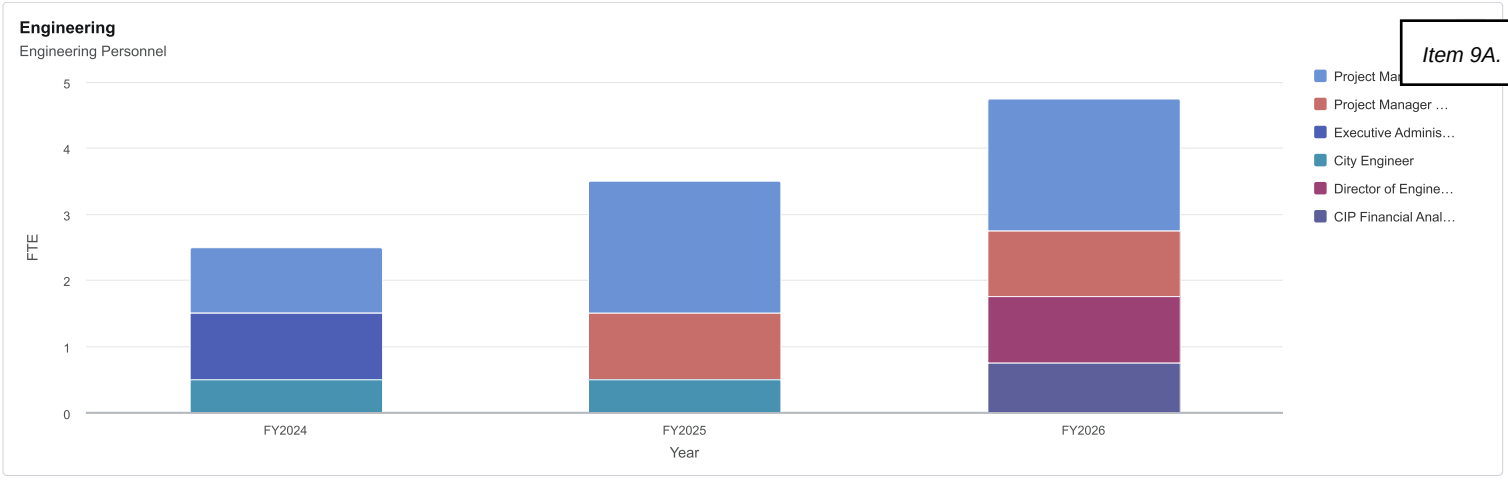
Expenses and Revenues by Function

101-16 Engineering

	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL	PROPOSED FY 25-26 BUDGET		
	FY2024	FY2024	FY2025	FY2025	FY25 Budget vs. FY25 Actual (%)	FY2026	FY25 Budget vs. FY26 Budget (%)
Expenses							
WAGES	$132,000	$257,110	$345,900	$246,989	-29%	$0	-100%
BENEFITS	$51,664	$83,968	$110,817	$79,331	-28%	$0	-100%
SUPPLIES & MATERIALS	$14,250	$2,196	$9,000	$1,892	-79%	$0	-100%
MAINTENANCE & REPAIRS	$500	$101	$0	$532	–	$0	–
OCCUPANCY	$1,250	$2,378	$2,400	$2,599	8%	$0	-100%
CONTRACTUAL SERVICES	$42,150	$120,595	$65,000	$23,575	-64%	$0	-100%
OTHER CHARGES							
DUES, SUBSCRIPTIONS & PUB	$2,000	$7,053	$3,500	$916	-74%	$0	-100%
TRAVEL & TRAINING	$5,000	$3,778	$5,000	$3,625	-28%	$0	-100%
OTHER CHARGES TOTAL	**$7,000**	**$10,831**	**$8,500**	**$4,541**	**-47%**	**$0**	**-100%**
OTHER SERVICES							
ADVERTISING	$0	$1,570	$0	$2,481	–	$0	–
OTHER SERVICES TOTAL	**$0**	**$1,570**	**$0**	**$2,481**	**–**	**$0**	**–**
EXPENSES TOTAL	**$248,814**	**$478,748**	**$541,617**	**$361,940**	**-33%**	**$0**	**-100%**
Revenues	–	–	–	–	–	–	–

Personnel Schedule



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Goal #1

Efficient Project Delivery

- Use project management best practices to ensure on-time and on-budget project completion.
- Implement or improve GIS and asset management systems for infrastructure tracking.
- Pursue external funding (e.g., grants, state/federal aid) for eligible projects.

Goal #2

Regulatory Compliance and Safety

- Stay current with local, state, and federal regulations (ADA, EPA, DOT, etc.).
- Conduct inspections of public infrastructure to identify safety hazards.
- Implement stormwater management and floodplain regulations effectively.

Goal #3

Professional Development Growth

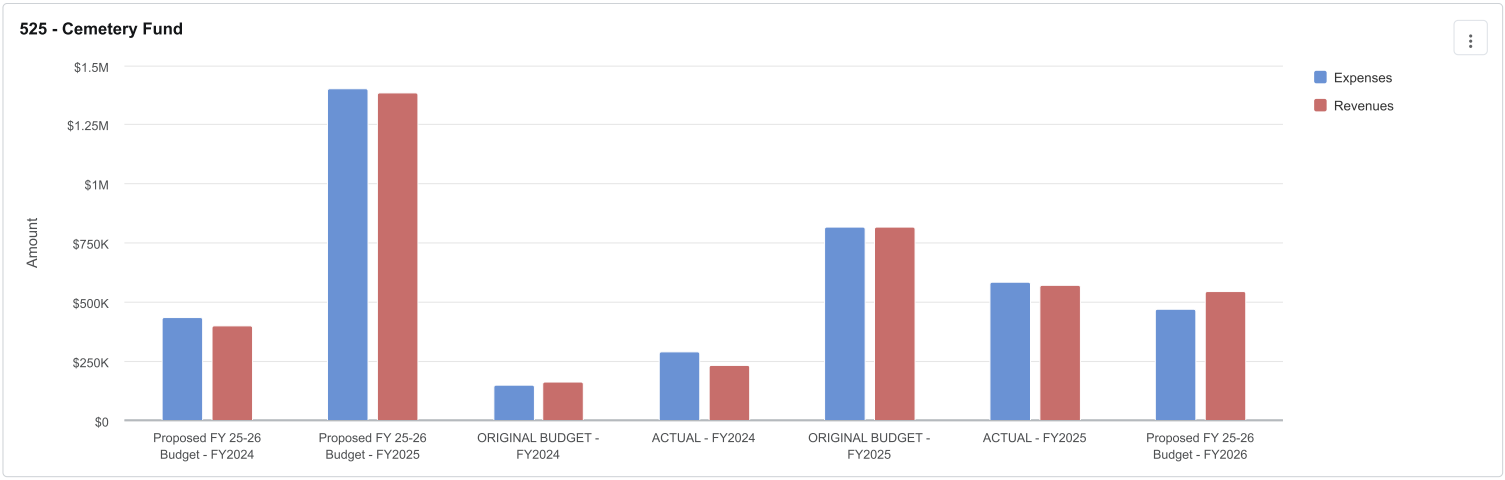
- Support ongoing training and certification for the department.
- Cross-train team members to be a well-rounded department.

Fairview Cemetery Operating Fund



Overview

Fairview Cemetery is the largest, oldest and most historic burial ground in Bastrop, Texas. It is significant as an early Republic of Texas cemetery located in one of the state's earliest communities and as the resting place of numerous notable public figures, including state and local elected officials and military veterans dating back to the War of 1812.



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Expenses and Revenues by Function

101-16 Engineering

	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL	PROPOSED FY 25-26 BUDGET		
	FY2024	FY2024	FY2025	FY2025	FY25 Budget vs. FY25 Actual (%)	FY2026	FY25 Budget vs. FY26 Budget (%)
Expenses							
WAGES	$132,000	$257,110	$345,900	$246,989	-29%	$0	-100%
BENEFITS	$51,664	$83,968	$110,817	$79,331	-28%	$0	-100%
SUPPLIES & MATERIALS	$14,250	$2,196	$9,000	$1,892	-79%	$0	-100%
MAINTENANCE & REPAIRS	$500	$101	$0	$532	–	$0	–
OCCUPANCY	$1,250	$2,378	$2,400	$2,599	8%	$0	-100%
CONTRACTUAL SERVICES	$42,150	$120,595	$65,000	$23,575	-64%	$0	-100%

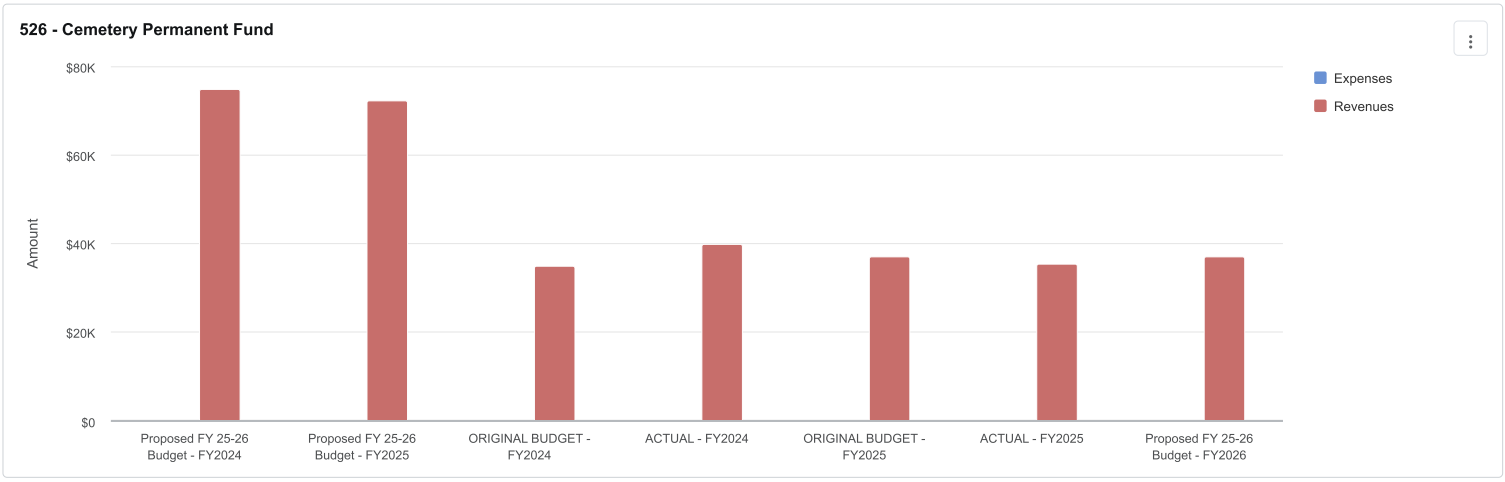
	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL		PROPOSED FY 25-26 BUDGET	
	FY2024	FY2024	FY2025	FY2025	FY25 Budget vs. FY25 Actual (%)	FY2026	FY25 [illegible]6 Budget (%)
OTHER CHARGES							
DUES, SUBSCRIPTIONS & PUB	$2,000	$7,053	$3,500	$916	-74%	$0	-100%
TRAVEL & TRAINING	$5,000	$3,778	$5,000	$3,625	-28%	$0	-100%
OTHER CHARGES TOTAL	**$7,000**	**$10,831**	**$8,500**	**$4,541**	**-47%**	**$0**	**-100%**
OTHER SERVICES							
ADVERTISING	$0	$1,570	$0	$2,481	–	$0	–
OTHER SERVICES TOTAL	**$0**	**$1,570**	**$0**	**$2,481**	**–**	**$0**	**–**
EXPENSES TOTAL	**$248,814**	**$478,748**	**$541,617**	**$361,940**	**-33%**	**$0**	**-100%**
Revenues	–	–	–	–	–	–	–

Fairview Cemetery Permanent Fund



Overview

The Fairview Cemetery Permanent Fund is a fund established to ensure the long-term upkeep of Fairview Cemetery ensuring a well-maintained resting place.



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Expenses and Revenues by Function

526 - Cemetery Permanent Fund

	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL		PROPOSED FY 25-26 BUDGET	
	FY2024	FY2024	FY2025	FY2025	FY25 Budget vs. FY25 Actual (%)	FY2026	FY25 Budget vs. FY26 Budget (%)
Expenses							
–	–	–	–	–	–	–	–
EXPENSES TOTAL	–	–	–	–	–	–	–

	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL		PROPOSED FY 25-26 BUDGET	
	FY2024	FY2024	FY2025	FY2025	FY25 Budget vs. FY25 Actual (%)	FY2026	FY25 Budget [illegible] (%)
Revenues	$35,000	$39,830	$37,000	$35,315	-5%	$37,000	0%

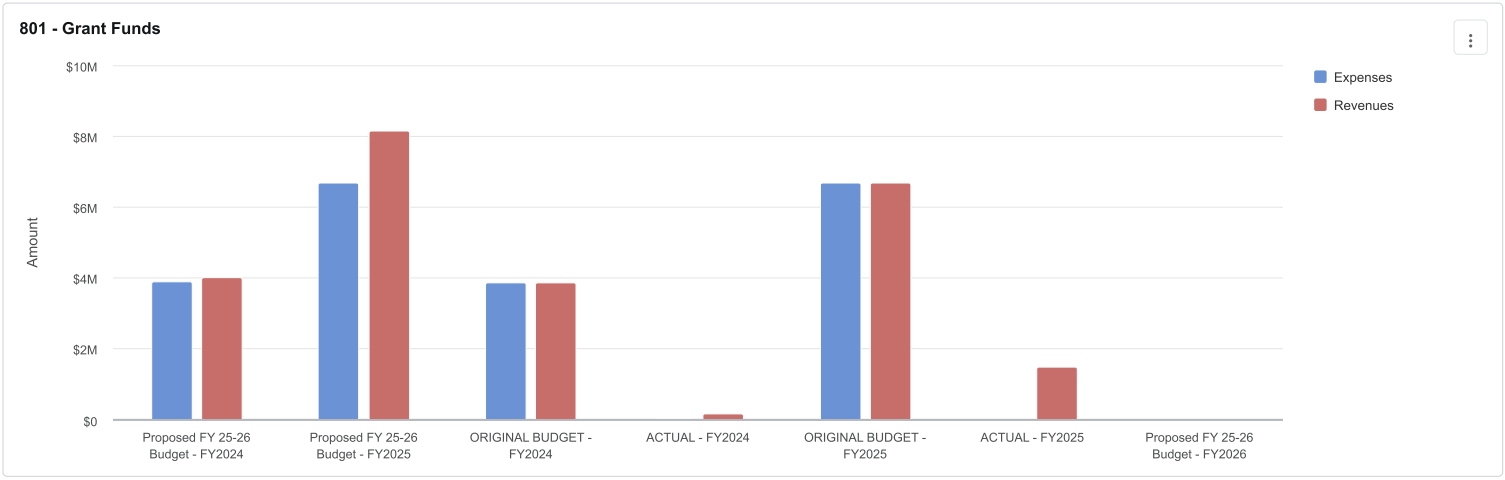
Grant Funds

Project specific revenue sources from 3rd parties.



Overview

The Grants Fund keeps track of all state and federal financial awards given to the City for specific projects or initiatives. Grants are typically used to support public services, stimulate the economy, or fund beneficial projects.



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Expenses and Revenues by Function

801 - Grant Funds

	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL		PROPOSED FY 25-26 BUDGET	
	FY2024	FY2024	FY2025	FY2025	FY25 Budget vs. FY25 Actual (%)	FY2026	FY25 Budget vs. FY26 Budget (%)
Expenses							
Expenses	$3,865,330	$16,599	$6,598,329	$0	-100%	$0	-100%

	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL		PROPOSED FY 25-26 BUDGET	
	FY2024	FY2024	FY2025	FY2025	FY25 Budget vs. FY25 Actual (%)	FY2026	FY25 [illegible]6 Budget (%)
CONTRACTUAL SERVICES							
JAG GRANT	$0	$0	$36,615	$0	-100%	$0	-100%
PROFESSIONAL SERVICES	$0	$324	$33,000	$0	-100%	$0	-100%
CONTRACTUAL SERVICES TOTAL	**$0**	**$324**	**$69,615**	**$0**	**-100%**	**$0**	**-100%**
EXPENSES TOTAL	**$3,865,330**	**$16,922**	**$6,667,944**	**$0**	**-100%**	**$0**	**-100%**
Revenues	$3,865,330	$159,559	$6,667,945	$1,485,508	-78%	$0	-100%

Hotel Occupancy Fund



Hotel Occupancy Tax (HOT) Fund Overview – FY 2026

The Hotel Occupancy Tax (HOT) Fund is generated from taxes collected on hotel and short-term rental stays in Bastrop. These funds are restricted by state law and must be used to promote tourism and attract overnight visitors.

In FY 2026, HOT funds will support the following:

- Marketing and promotion of Bastrop as a tourist destination
- Signature events like Mardi Gras, Lost Pines Christmas, and the Music Festival
- Cultural arts initiatives, including public art and the Percent for the Arts program
- Convention Center operations and a major capital improvement project
- The HOT Grant Program, which supports tourism-related events and projects led by partner organizations
- Strategic planning efforts focused on tourism, downtown development, and destination enhancement
- Community Assets such as Bastrop Museum & Visitor's Center, Opera House, African American Cultural Museum and the Lost Pines Art Center

All HOT fund expenditures are managed by Discover Bastrop to ensure alignment with tourism goals and state guidelines.

Expenses and Revenues by Function
(Reflects all expenses and revenues at the Hotel Occupancy Fund level)

501 - Discover Bastrop HOT

	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL		PROPOSED FY 25-26 BUDGET	
	FY2024	FY2024	FY2025	FY2025	FY25 Budget vs. FY25 Actual (%)	FY2026	FY25 Budget vs. FY26 Budget (%)
Expenses							
Expenses	$518,000	$518,000	$517,600	$517,600	0%	$676,600	31%
WAGES							
LONGEVITY	$1,806	$1,623	$2,600	$2,458	-5%	$1,665	-36%
OPERATIONAL SALARIES	$326,014	$319,705	$407,799	$401,764	-1%	$766,956	88%
OVERTIME	$0	$23,893	$15,000	$16,490	10%	$8,000	-47%
SIGN ON BONUS/RETENTION	$0	$0	$0	$0	–	$0	–
WAGES TOTAL	**$327,820**	**$345,220**	**$425,399**	**$420,712**	**-1%**	**$776,621**	**83%**
BENEFITS							
GROUP INSURANCE	$54,811	$46,256	$61,376	$59,149	-4%	$135,147	120%
RETIREMENT	$41,012	$46,145	$57,100	$60,521	6%	$96,416	69%
SOCIAL SECURITY	$24,943	$26,200	$31,210	$32,069	3%	$58,804	88%
WORKERS COMPENSATION	$0	$3,470	$11,570	$1,702	-85%	$16,672	44%
BENEFITS TOTAL	**$120,766**	**$122,070**	**$161,256**	**$153,441**	**-5%**	**$307,039**	**90%**
SUPPLIES & MATERIALS							
COMPUTER EQUIPMENT	$500	$434	$500	$0	-100%	$500	0%
EQUIPMENT	$12,000	$19,021	$12,000	$6,804	-43%	$12,000	0%
FORMS PRINTING	$7,500	$1,218	$7,500	$956	-87%	$105,000	1,300%
FUEL	$200	$235	$200	$172	-14%	$200	0%
JANITORIAL SUPPLIES	$14,000	$6,305	$14,000	$4,531	-68%	$14,000	0%
OFFICE EQUIPMENT	$0	$0	$500	$0	-100%	$500	0%
POSTAGE	$2,200	$745	$2,200	$333	-85%	$3,000	36%
SMALL TOOLS	$500	$497	$500	$167	-67%	$500	0%
SUPPLIES	$19,300	$21,003	$19,300	$19,325	0%	$25,000	30%
SUPPLIES & MATERIALS TOTAL	**$56,200**	**$49,460**	**$56,700**	**$32,288**	**-43%**	**$160,700**	**183%**
MAINTENANCE & REPAIRS	$51,450	$157,836	$54,500	$112,225	106%	$104,500	92%
OCCUPANCY							
COMMUNICATIONS	$24,900	$11,385	$24,900	$3,541	-86%	$26,700	7%
UTILITIES	$26,396	$32,303	$26,396	$34,685	31%	$23,100	-12%
OCCUPANCY TOTAL	**$51,296**	**$43,688**	**$51,296**	**$38,226**	**-25%**	**$49,800**	**-3%**
CONTRACTUAL SERVICES							
VISITOR CENTER	$0	$0	$0	$235,454	–	$293,632	–
SHARED SERVICES - IT	$0	$0	$0	$0	–	$8,049	–
ADMINISTRATIVE SUPPORT	$291,427	$291,427	$294,404	$269,870	-8%	$461,246	57%
AFRICAN AMERICAN MUSUEM	$0	$0	$50,000	$50,000	0%	$50,000	0%
BASTROP HISTORICAL SOCIETY	$187,434	$101,673	$127,298	$127,298	0%	$140,193	10%
BASTROP OPERA HOUSE	$169,991	$169,991	$324,000	$194,000	-40%	$194,000	-40%
CITY SHARED SERVICES	$101,673	$187,434	$235,454	$0	-100%	$0	-100%
CONTRACTUAL SERVICES	$40,000	$80,398	$40,000	$69,296	73%	$40,000	0%
CREDIT CARD PROCESSING FEES	$3,500	$1,640	$0	$2,763	–	$0	–
DESTINATION MARKETING CORP	$1,293,700	$1,031,200	$1,116,950	$1,053,950	-6%	$0	-100%
EQUIPMENT RENTAL	$7,500	$836	$7,500	$1,163	-84%	$10,000	33%
LEGAL SERVICES	$2,000	$11,470	$5,000	$104	-98%	$5,000	0%
LOST PINES ART LEAGUE	$149,109	$149,109	$167,950	$167,950	0%	$167,950	0%

	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL		PROPOSED FY 25-26 BUDGET	
	FY2024	FY2024	FY2025	FY2025	FY25 Budget vs. FY25 Actual (%)	FY2026	FY25 [illegible]6 Budget (%)
PROFESSIONAL SERVICES	$705,910	$210,756	$155,000	$380,847	146%	$267,500	73%
PROPERTY & LIABILITY INSURANCE	$9,000	$8,206	$9,000	$9,014	0%	$9,000	0%
UNIFORMS	$500	$1,228	$800	$260	-68%	$2,000	150%
CONTRACTUAL SERVICES TOTAL	**$2,961,744**	**$2,245,367**	**$2,533,356**	**$2,561,970**	**1%**	**$1,648,570**	**-35%**
OTHER CHARGES							
BUSINESS DEVELOPMENT	$3,000	$311	$3,000	$3,160	5%	$3,000	0%
DUES, SUBSCRIPTIONS & PUB	$4,010	$3,969	$4,010	$8,663	116%	$37,010	823%
KERR CENTER	$0	$0	$40,000	$40,000	0%	$50,000	25%
PROMOTIONAL ADVERTISING	$14,500	$7,467	$5,500	$3,554	-35%	$15,500	182%
SPECIAL ADV & MARKETING	$0	$0	$0	$0	–	$100,000	–
SPECIAL EVENT EXPENSE	$1,000	$45,800	$1,000	$35,208	3,421%	$1,000	0%
SPONSOR COMM EVENTS	$35,500	$42,038	$76,000	$87,751	15%	$138,000	82%
TRAVEL & TRAINING	$10,250	$11,086	$12,250	$6,817	-44%	$18,250	49%
OTHER CHARGES TOTAL	**$68,260**	**$110,672**	**$141,760**	**$185,153**	**31%**	**$362,760**	**156%**
OTHER SERVICES							
ADVERTISING	$69,750	$27,942	$69,750	$44,007	-37%	$214,000	207%
OTHER SERVICES TOTAL	**$69,750**	**$27,942**	**$69,750**	**$44,007**	**-37%**	**$214,000**	**207%**
CONTINGENCY	$33,500	$26,824	$28,500	$10,471	-63%	$28,500	0%
EXPENSES TOTAL	**$4,258,786**	**$3,647,080**	**$4,040,117**	**$4,076,092**	**1%**	**$4,329,090**	**7%**
Revenues	$148,040	$269,381	$157,000	$3,932,838	2,405%	$4,873,606	3,004%

Discover Bastrop



Overview

Discover Bastrop is the City's newly formed internal department responsible for tourism, marketing, cultural arts, special events, downtown revitalization and an extended line of support/collaboration with the Bastrop EDC. The department was established to unify and streamline efforts across these interconnected areas, following the transition of operations previously managed by Visit Bastrop. Discover Bastrop works to promote Bastrop as a dynamic destination for visitors, a welcoming community for residents, and a thriving location for businesses.

Discover Bastrop integrates the strategic priorities of several programs under one roof, including the Main Street Program, Cultural Arts Commission, Special Events, and Marketing. Through cross-functional collaboration and community partnerships, Discover Bastrop leads initiatives that attract visitors, increase hotel occupancy, strengthen local businesses, elevate public art, and enhance quality of life for all.

Significant Base Budget Change in FY2026

First Full Year of Operations:
FY 2026 marks the first full operational year of Discover Bastrop, the City's new department focused on tourism, marketing, downtown development, special events, and cultural arts.

- **Staffing & Organizational Realignment:**
  - Absorbs two staff from former Visit Bastrop organization.
  - Adds new positions: Cultural Arts Coordinator, Special Events Coordinator, and a Special Events Worker supporting the Convention Center.
  - Offset by eliminating two high-level positions (Visit Bastrop Executive Director and Convention Center Director).
  - Salary adjustments made to align absorbed positions with City pay scale.
  - Net increase in capacity without an increase in overall personnel costs.
- **Operational Efficiencies & Cost Savings:**
  - ~$500,000 reduction in operating expenses compared to the previous outsourced model.
  - Savings from eliminated third-party costs: rent, copier leases, janitorial services, HR and finance contracts.
- **Departmental Integration:**

- Unifies Marketing, Main Street, Convention Center, Special Events, and Cultural Arts into one cohesive department.
- Streamlines operations and improves internal coordination.
- Eliminates duplication across marketing and program functions.

- **Centralized Marketing & Branding:**
  - Marketing responsibilities consolidated under the new Marketing Division (formerly Visit Bastrop).
  - Responsibilities include destination branding, advertising, visitor guide production, and media relations.
  - Reduced marketing budgets in other divisions (Main Street, CAC, Convention Center) due to centralization.
  - Development of a comprehensive tourism marketing strategy to drive hotel bookings and local promotion.
- **Events & Programming:**
  - Discover Bastrop will directly manage signature City events: Mardi Gras, Lost Pines Christmas (Wassail Fest, Merry on Main, Lighted Parade), Music Festival, etc.
  - Supports partner-led events and pursues new tourism-aligned programming.
  - Oversees and restructures the HOT grant application and review process.
- **Public Art & Cultural Engagement:**
  - Oversees implementation of the Percent for the Arts program.
  - Coordinates funding and project management for the Cultural Arts Commission.
  - Cultural Arts Coordinator position allows for expanded arts and cultural initiatives.
- **Strategic Planning & Grants:**
  - Budget includes funding for development of long-term strategies in tourism, downtown revitalization, and cultural development.
  - Supports destination enhancement initiatives and external grant opportunities.

Expenditures by Function

Discover Bastrop

	FY2024	FY2025	FY2026	
	FY2024	**FY2025**	**FY2026**	**FY2025 Budget vs. FY2026 Budget**
Expenses				
Expenses				
TRANS OUT-SPECIAL PROJECT FUND	$0	$0	$150,000	–
TRANS OUT-DEBT SERV (CC BONDS)	$518,000	$517,600	$526,600	2%
EXPENSES TOTAL	**$518,000**	**$517,600**	**$676,600**	**31%**
WAGES	$0	$0	$776,621	–
BENEFITS	$0	$0	$307,039	–
SUPPLIES & MATERIALS	$0	$0	$160,700	–
MAINTENANCE & REPAIRS	$0	$0	$104,500	–
OCCUPANCY	$0	$0	$49,800	–
CONTRACTUAL SERVICES	$2,442,574	$2,186,340	$1,648,570	-25%
OTHER CHARGES	$0	$40,000	$362,760	807%
OTHER SERVICES	$0	$0	$214,000	–
CONTINGENCY	$0	$0	$28,500	–
EXPENSES TOTAL	**$2,960,574**	**$2,743,940**	**$4,329,090**	**58%**
Revenues				
–	–	–	–	–
REVENUES TOTAL	**–**	**–**	**–**	**–**

Total FTE Count for Discover Bastrop

Department	Division	Year	Position Name	FTE
Discover Bastrop	Non Divisional	2026	Discover Bastrop Director	1
Discover Bastrop	Non Divisional	2026	Social Media/Admin Coord	1
Discover Bastrop	Special Events	2026	Special Events Coord	1
Discover Bastrop	Marketing	2026	Marketing Coord	1
Discover Bastrop	Main Street	2026	Main Street Manager	1
Discover Bastrop	Main Street	2026	Main Street Coord	1
Discover Bastrop	Culture & Arts Commission	2026	Culture & Arts Coord	0.5
Discover Bastrop	Convention Center	2026	Convention Center Manager	1
Discover Bastrop	Convention Center	2026	Sales Manager	1
Discover Bastrop	Convention Center	2026	Exective Admin Asst	1
Discover Bastrop	Convention Center	2026	Maintenance Supervisor	1
Discover Bastrop	Convention Center	2026	Special Events Worker	3
			TOTAL	13.5

Goal #1

Establish Departmental Infrastructure:

- As a newly created department, Discover Bastrop's priority will be building a strong internal foundation. This includes hiring and onboarding new staff, clarifying roles and responsibilities, and creating systems that support cross-functional communication and collaboration. The focus will be on breaking down silos between divisions

Goal #2

Develop a Unified Marketing Strategy:

- Discover Bastrop will lead the development of an integrated marketing strategy that serves multiple audiences (visitors, residents, and businesses). This strategy will align all messaging under a unified brand, promote Bastrop's key assets and events, support local economic development efforts, and ensure consistent communication across platforms and departments.

Goal #3

Advance Strategic Planning Initiatives:

- The department will lead or support several high-level planning efforts that contribute to long-term downtown and tourism development. These include completing a Downtown Master Plan, launching the Percent for the Arts program, and moving forward with a parking feasibility study. These initiatives will provide the strategic direction and infrastructure needed to support a vibrant and visitor-friendly community.

Goal #4

Develop and Track Division-Specific Performance Metrics:

- To ensure transparency and accountability, Discover Bastrop will establish performance benchmarks for each division within the department. This includes tracking hotel occupancy and marketing ROI for tourism, engagement and event participation for Main Street and Events, and measurable impact of cultural arts programming. These metrics will guide future decision-making and help evaluate program success over time.

Convention Center

(A division of the Discover Bastrop Department)



Overview

The City of Bastrop's Convention & Exhibit Center is Central Texas' premier destination for corporate events. Nestled in the heart of the charming Historic District, we're just 25 minutes from Austin-Bergstrom International Airport and easily accessible via Highways 71, 21, and 95.

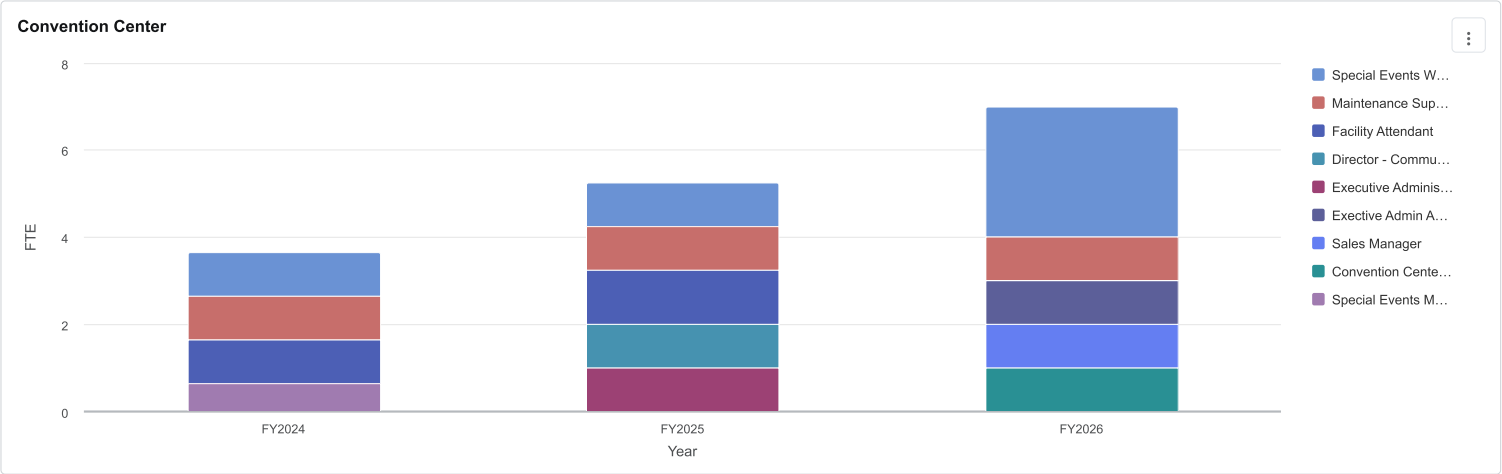
Our versatile 26,000-square-foot facility features flexible ballrooms, four fully equipped meeting rooms, two spacious patios, outdoor event space, and 316 complimentary on-site parking spots. Whether you're planning an intimate gathering for 10 or a large-scale event for up to 800 guests, our venue is designed to meet your needs with ease and style.

Expenditures by Function

Convention Center

	FY2024	FY2025	FY2026	
	FY2024	**FY2025**	**FY2026**	**FY2025 Budget vs. FY2026 Budget**
Expenses				
WAGES	$0	$0	$403,266	–
BENEFITS	$0	$0	$178,603	–
SUPPLIES & MATERIALS	$0	$0	$43,700	–
MAINTENANCE & REPAIRS	$0	$0	$49,500	–
OCCUPANCY	$0	$0	$47,100	–
CONTRACTUAL SERVICES	$0	$0	$269,785	–
OTHER CHARGES	$0	$0	$7,000	–
OTHER SERVICES	$0	$0	$4,000	–
EXPENSES TOTAL	**$0**	**$0**	**$1,002,954**	**–**
Revenues				
–	–	–	–	–
REVENUES TOTAL	**–**	**–**	**–**	**–**

Personnel Schedule



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Cultural Arts Commission

(A division of the Discover Bastrop Department)



Overview

The City of Bastrop's Cultural Arts Program is founded on the principle of fostering a diverse and inclusive community. We are committed to engaging people of all ages, backgrounds, and abilities by incorporating local histories and neighborhood narratives into programming, promoting all forms of artistic expression, and ensuring cultural relevance and accessibility. Strategic partnerships and collaboration are central to our approach, with a focus on building strong relationships across sectors—connecting with schools, artists, businesses, and arts organizations to create a robust cultural network and encourage community-wide investment. To ensure the political, social, and economic stability of the arts in Bastrop, we are aligning local resources, developing income-generating opportunities, and building a structure resilient to changes in leadership. The Cultural Arts Commission is supported by City staff and guided through three defined phases: initial creation, growth, and long-term sustainability through grants and secure funding sources. Transparency and accountability remain key priorities, with quarterly reports to City Council and clear metrics to track growth and impact. Effective implementation of the Cultural Arts Master Plan (CAMP) is overseen by the Commission, which defines goals, roles, and a Bastrop-specific process, while actively recruiting community volunteers. Finally, promoting Bastrop as an arts and culture destination is vital to our vision. Through strategic marketing, partnerships with Visit Bastrop and local organizations, the revival of Main Street festivals, and sponsorship of annual arts initiatives, we aim to position Bastrop as a vibrant hub for cultural tourism.

Expenditures by Function

Cultural Arts Commission

	FY2024	FY2025	FY2026	
	FY2024	**FY2025**	**FY2026**	**FY2025 Budget vs. FY2[illegible]et**

	FY2024	FY2025	FY2026	
	FY2024	**FY2025**	**FY2026**	**FY2025 Budget vs**
Expenses				
WAGES	$0	$0	$33,257	–
BENEFITS	$0	$0	$8,322	–
SUPPLIES & MATERIALS	$0	$0	$2,000	–
MAINTENANCE & REPAIRS	$0	$0	$5,000	–
CONTRACTUAL SERVICES	$0	$0	$47,500	–
OTHER CHARGES	$0	$0	$1,000	–
EXPENSES TOTAL	**$0**	**$0**	**$97,079**	**–**
Revenues				
–	–	–	–	–
REVENUES TOTAL	**–**	**–**	**–**	**–**

Personnel Schedule



Data Updated: Aug 01, 2025, 12:54 PM

Main Street

(A division of the Discover Bastrop Department)



Overview

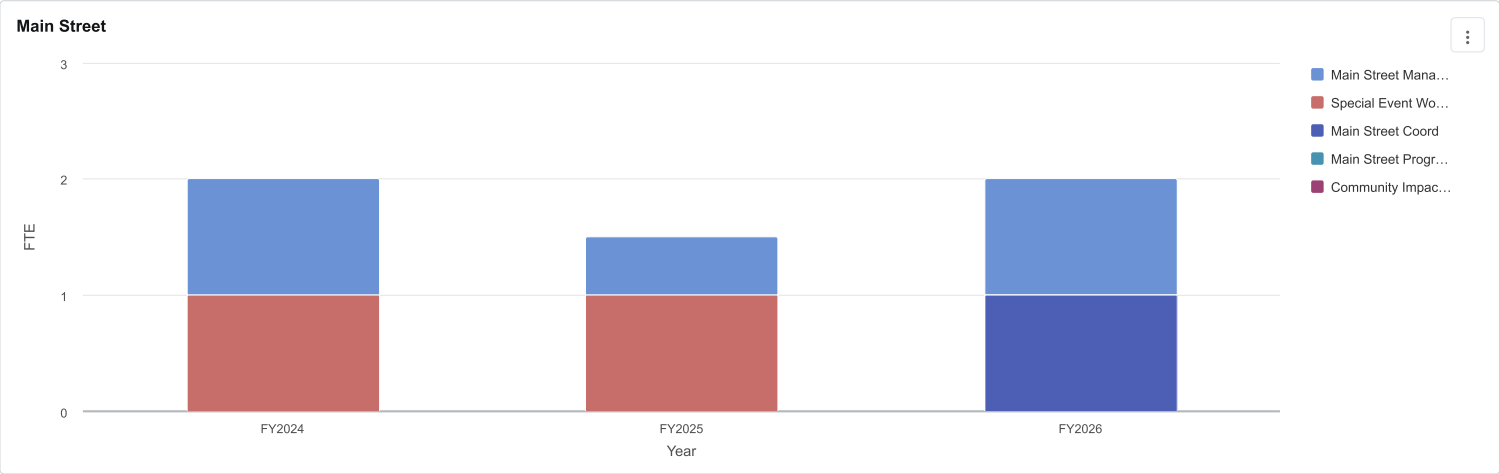
Bastrop Main Street Program was created to support the growth and vitality of businesses in Bastrop's historic downtown. Today, the Main Street District encompasses a 62-block area and is home to more than 200 businesses and organizations. The program is charged with preserving the district's historic character while fostering community engagement and driving purposeful economic development. As Bastrop continues to evolve, the Main Street Program remains committed to reflecting the City's values and culture, ensuring the district remains a vibrant, authentic representation of the community

Expenditures by Function

Main Street

	FY2024	FY2025	FY2026	
	FY2024	**FY2025**	**FY2026**	**FY2025 Budget vs**
Expenses				
WAGES	$0	$0	$63,308	–
BENEFITS	$0	$0	$25,088	–
SUPPLIES & MATERIALS	$0	$0	$8,000	–
OCCUPANCY	$0	$0	$1,800	–
CONTRACTUAL SERVICES	$0	$0	$81,480	–
OTHER CHARGES	$0	$0	$92,760	–
OTHER SERVICES	$0	$0	$10,000	–
CONTINGENCY	$0	$0	$28,500	–
EXPENSES TOTAL	**$0**	**$0**	**$310,936**	**–**
Revenues				
–	–	–	–	–
REVENUES TOTAL	**–**	**–**	**–**	**–**

Personnel Schedule



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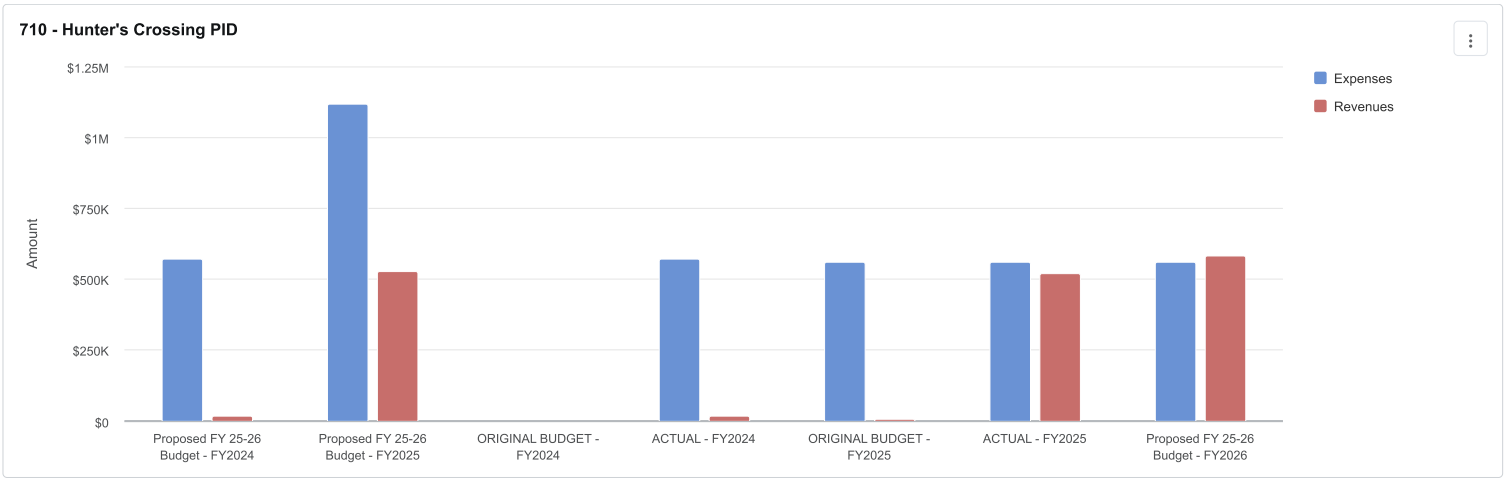
Hunters Crossing Public Improvement District (PID)

Fund 710. The repository of levies collected for developer payments and PID obligations.



Overview

The Hunters Crossing Public Improvement District was established to finance public improvement projects benefiting a defined area. The district includes the construction of public streets, water distribution lines, storm sewer lines, public area landscaping, parks, and trails. Assessments are levied against properties within the district to fund these improvements.



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Expenses and Revenues by Function

710 - Hunter's Crossing PID

	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL		PROPOSED FY 25-26 BUDGET	
	FY2024	FY2024	FY2025	FY2025	FY25 Budget vs. FY25 Actual (%)	FY2026	FY25 [illegible]6 Budget (%)
Expenses							
Expenses	$0	$74,900	$74,900	$74,900	0%	$74,900	0%
MAINTENANCE & REPAIRS	$0	$106,263	$111,144	$88,426	-20%	$111,144	0%
CONTRACTUAL SERVICES							
ADMINISTRATIVE SUPPORT	$0	$12,378	$5,000	$15,418	208%	$11,220	124%
LEGAL SERVICES	$0	$21,267	$5,000	$23,300	366%	$5,000	0%
LEGAL SERVICES - TAXES	$0	$167	$250	$124	-51%	$250	0%
PROFESSIONAL SERVICES	$0	$123	$6,000	$0	-100%	$0	-100%
PROPERTY TAX COLLECT/APPRAISAL	$0	$1,515	$1,725	$1,494	-13%	$1,725	0%
CONTRACTUAL SERVICES TOTAL	**$0**	**$35,451**	**$17,975**	**$40,336**	**124%**	**$18,195**	**1%**
OTHER CHARGES							
REIMBURSEMENT TO DEVELOPMENT	$0	$355,000	$355,000	$355,000	0%	$355,000	0%
OTHER CHARGES TOTAL	**$0**	**$355,000**	**$355,000**	**$355,000**	**0%**	**$355,000**	**0%**
EXPENSES TOTAL	**$0**	**$571,614**	**$559,019**	**$558,661**	**0%**	**$559,239**	**0%**
Revenues	$0	$18,081	$7,000	$521,067	7,344%	$581,279	8,204%

Land Acquisition Designated Fund

Fund 520. A portion of the development process.



Overview

The Land Acquisition Designated Fund is reserved for anticipated property purchases necessary to support City projects, such as securing rights-of-way and other strategic land needs. This fund ensures the City is financially prepared to act when opportunities or requirements for land acquisition arise.

Expenses and Revenues by Function

520 - Land Acquisition Fund

	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL		PROPOSED FY 25-26 BUDGET	
	FY2024	FY2024	FY2025	FY2025	FY25 Budget vs. FY25 Actual (%)	FY2026	FY25 Budget vs. FY26 Budget (%)
Expenses	–	–	–	–	–	–	–
Revenues							
Revenues	$1,865	$2,036	$1,865	$1,935	4%	$1,865	0%
REVENUES TOTAL	**$1,865**	**$2,036**	**$1,865**	**$1,935**	**4%**	**$1,865**	**0%**

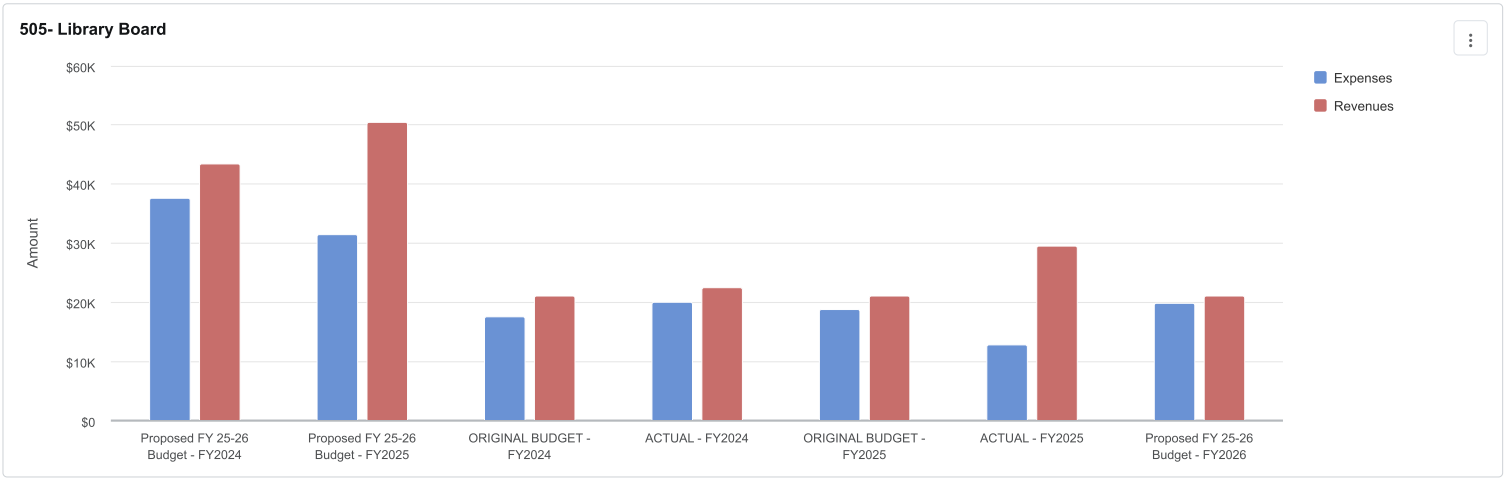
Library Board Fund

Fund 505. Helping support minds of all ages.



Overview

The Library Board Fund exists to enhance the library's ability to offer exceptional programs, respond to emerging needs, and invest in the future of our community. By managing these funds with care and purpose, we ensure that every donation directly supports meaningful, patron-focused experiences that promote literacy, learning, and lifelong connection to the library.



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Expenses and Revenues by Function

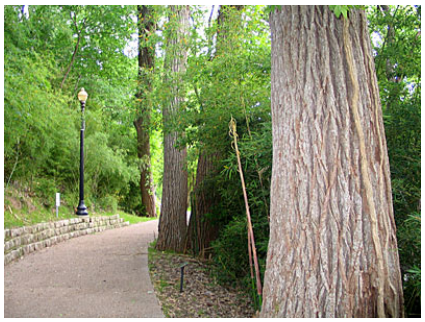
505- Library Board

	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL		PROPOSED FY 25-26 BUDGET	
	FY2024	FY2024	FY2025	FY2025	FY25 Budget vs. FY25 Actual (%)	FY2026	FY25 Budget vs. FY26 Budget (%)
Expenses	$17,500	$20,056	$18,800	$12,734	-32%	$19,890	6%
Revenues							
Revenues	$21,000	$22,419	$21,000	$29,442	40%	$21,000	0%

	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL		PROPOSED FY 25-26 BUDGET	
	FY2024	FY2024	FY2025	FY2025	FY25 Budget vs. FY25 Actual (%)	FY2026	FY25 Budget [illegible] (%)
REVENUES TOTAL	$21,000	$22,419	$21,000	$29,442	40%	$21,000	0%

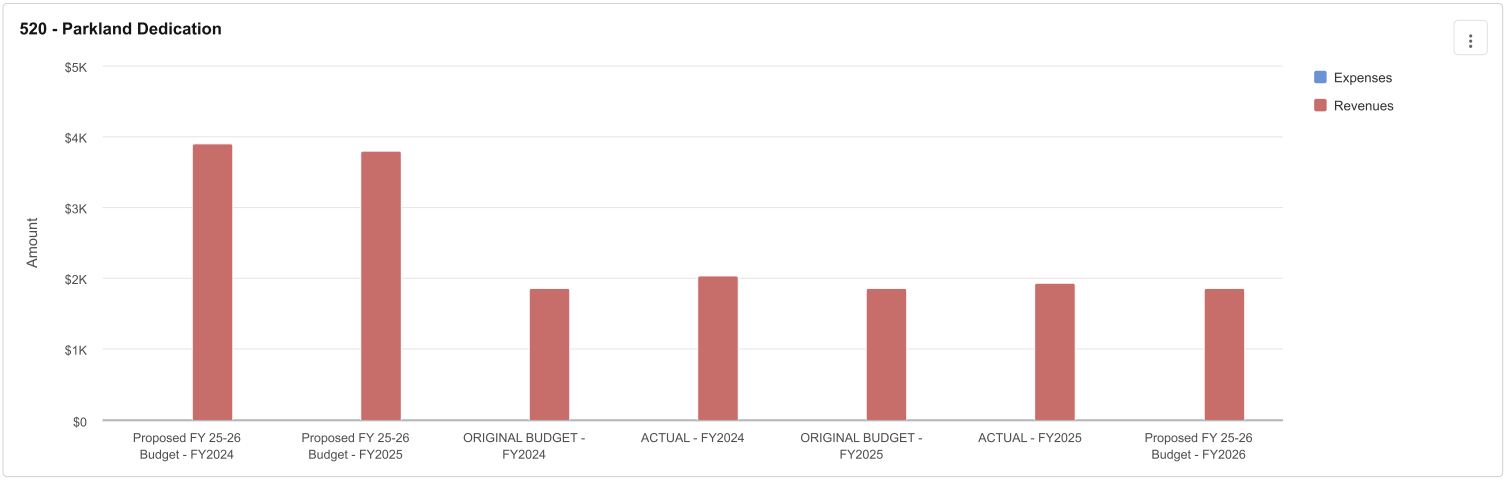
Parkland and Trail Dedication Fund

Fund 520. Helping fund greenspace and quality of life improvements.



Overview

This fund is designated to account for the receipt and disbursement of funds allocated for special improvement projects related to City parks, trails, and associated public amenities.



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Expenses and Revenues by Function

520 - Parkland Dedication

	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL		PROPOSED FY 25-26 BUDGET	
	FY2024	FY2024	FY2025	FY2025	FY25 Budget vs. FY25 Actual (%)	FY2026	FY25 Budget vs. FY26 Budget (%)
Expenses	–	–	–	–	–	–	–
Revenues							
Revenues	$1,865	$2,036	$1,865	$1,935	4%	$1,865	0%
REVENUES TOTAL	**$1,865**	**$2,036**	**$1,865**	**$1,935**	**4%**	**$1,865**	**0%**

Street Maintenance Fund

Fund 110. Repairing EXISTING streets using sales tax dollars.



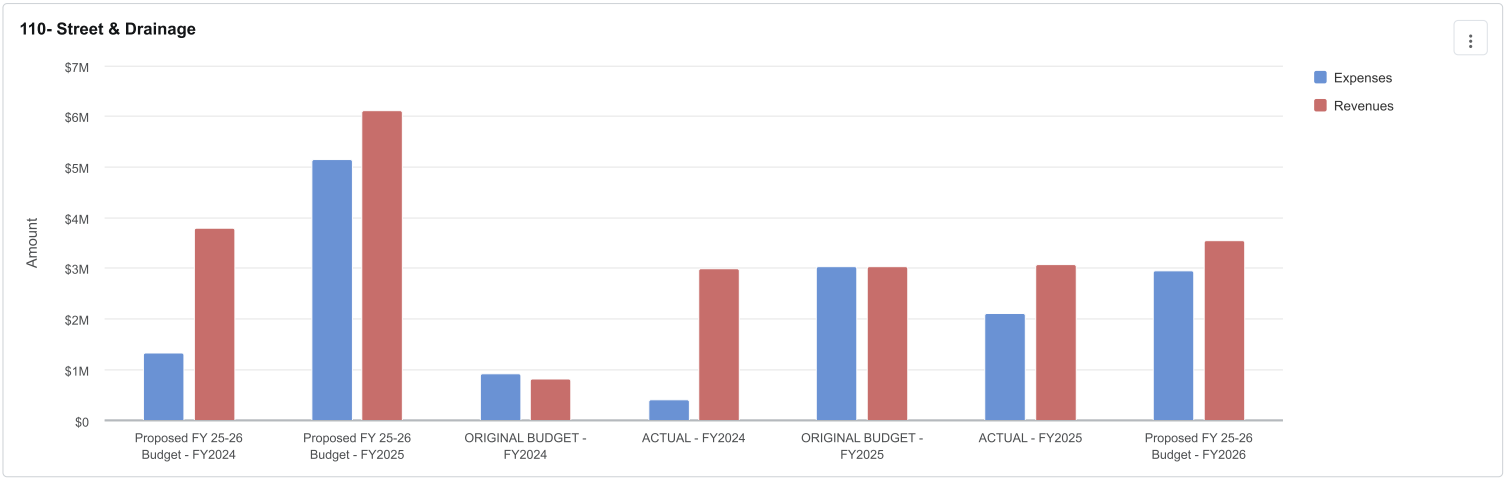
Overview

The Street Maintenance Fund funds a robust street maintenance program. This new program focuses on repairing, rehabilitating, and reconstructing streets. This fund is where things like pothole patching and crack sealing come from.

This fund is for existing streets and is funded by a 3/8th cent sales tax that was previously allocated to the Bastrop Economic Development Corporation (BEDC)

In 2023, the Bastrop voters voted to move a portion of the then 1/2 cent to BEDC to streets, citing a need for a long term sustainable revenue source.

Expenses and Revenues by Function



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110- Street & Drainage

	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL		PROPOSED FY 25-26 BUDGET	
	FY2024	FY2024	FY2025	FY2025	FY25 Budget vs. FY25 Actual (%)	FY2026	FY25 Budget vs. FY26 Budget (%)
Expenses							
Expenses	$921,483	$399,949	$500,000	$339,975	-32%	$0	-100%
WAGES							
LONGEVITY	$0	$0	$6,200	$4,352	-30%	$4,134	-33%
OPERATIONAL SALARIES	$0	$0	$863,800	$803,808	-7%	$983,615	14%
OVERTIME	$0	$0	$10,000	$13,398	34%	$10,000	0%
SIGN ON BONUS/RETENTION	$0	$0	$0	$0	–	$0	–
WAGES TOTAL	**$0**	**$0**	**$880,000**	**$821,558**	**-7%**	**$997,749**	**13%**
BENEFITS							
GROUP INSURANCE	$0	$0	$150,000	$129,661	-14%	$185,866	24%
RETIREMENT	$0	$0	$122,200	$118,996	-3%	$119,847	-2%
SOCIAL SECURITY	$0	$0	$66,100	$62,399	-6%	$75,564	14%
WORKERS COMPENSATION	$0	$0	$50,576	$16,417	-68%	$58,779	16%
BENEFITS TOTAL	**$0**	**$0**	**$388,876**	**$327,473**	**-16%**	**$440,056**	**13%**
SUPPLIES & MATERIALS							
CHEMICALS	$0	$0	$12,500	$5,596	-55%	$1,500	-88%
FUEL	$0	$0	$40,000	$30,048	-25%	$42,000	5%
HOT MIX, ASPHALT, GRAVEL	$0	$0	$75,000	$57,210	-24%	$100,000	33%
JANITORIAL SUPPLIES	$0	$0	$500	$28	-94%	$500	0%
OFFICE EQUIPMENT	$0	$0	$2,000	$1,991	0%	$2,000	0%
SAFETY SUPPLIES	$0	$0	$2,000	$4,986	149%	$4,500	125%
SMALL TOOLS	$0	$0	$4,000	$2,455	-39%	$5,000	25%
STREET SIGNS & 911 ADDRESSING	$0	$0	$12,500	$17,483	40%	$15,000	20%
SUPPLIES	$0	$0	$3,500	$4,010	15%	$4,500	29%
SUPPLIES & MATERIALS TOTAL	**$0**	**$0**	**$152,000**	**$123,806**	**-19%**	**$175,000**	**15%**
MAINTENANCE & REPAIRS	$0	$0	$675,000	$97,280	-86%	$747,000	11%
OCCUPANCY							
COMMUNICATIONS	$0	$0	$3,500	$6,705	92%	$4,000	14%
UTILITIES	$0	$0	$7,250	$58,662	709%	$7,250	0%
OCCUPANCY TOTAL	**$0**	**$0**	**$10,750**	**$65,367**	**508%**	**$11,250**	**5%**
CONTRACTUAL SERVICES							
SHARED SERVICES - IT	$0	$0	$0	$0	–	$6,683	–
ADMINISTRATIVE SUPPORT	$0	$0	$50,000	$45,833	-8%	$50,000	0%
CONTRACTUAL SERVICES	$0	$0	$130,000	$84,244	-35%	$127,600	-2%
ENGINEERING & CONSULTING	$0	$0	$10,000	$0	-100%	$25,000	150%
EQUIPMENT RENTAL	$0	$0	$5,000	$1,313	-74%	$5,000	0%
PROFESSIONAL SERVICES	$0	$0	$3,500	$3,084	-12%	$50,000	1,329%
UNIFORMS	$0	$0	$15,300	$8,602	-44%	$17,500	14%
VEHICLE/EQUIP REPLACEMENT FEE	$0	$0	$216,774	$198,710	-8%	$216,774	0%
SHARED SERVICES - FLEET	$0	$0	$0	$0	–	$8,490	–
CONTRACTUAL SERVICES TOTAL	**$0**	**$0**	**$430,574**	**$341,785**	**-21%**	**$507,047**	**18%**
OTHER CHARGES							
DUES, SUBSCRIPTIONS & PUB	$0	$0	$150	$0	-100%	$150	0%
TRAVEL & TRAINING	$0	$0	$1,500	$385	-74%	$1,500	0%
OTHER CHARGES TOTAL	**$0**	**$0**	**$1,650**	**$385**	**-77%**	**$1,650**	**0%**
OTHER SERVICES							
ADVERTISING	$0	$0	$150	$711	374%	$500	233%
OTHER SERVICES TOTAL	**$0**	**$0**	**$150**	**$711**	**374%**	**$500**	**233%**
TRANSFERS OUT	$0	$0	$0	$0	–	$63,297	–

	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL		PROPOSED FY 25-26 BUDGET	
	FY2024	FY2024	FY2025	FY2025	FY25 Budget vs. FY25 Actual (%)	FY2026	FY25 Budget vs. FY26 Budget (%)
EXPENSES TOTAL	**$921,483**	**$399,949**	**$3,039,000**	**$2,118,341**	**-30%**	**$2,943,549**	**-3%**
Revenues	$810,000	$2,985,321	$3,039,000	$3,079,978	1%	$3,549,000	17%

Streets/Drainage OBB-FTE

Position Name	FY2024	FY2025	FY2026
FTE			
Public Works Director	0.5	1	0
Crew Leader, Drainage	1	1	1
Superintendent	1	1	0
Mechanic	1	0	0
Special Event Worker	0	0	0
Maintenance Worker	6	6	6
Superintendent Streets & Drainage	0	0	1
GIS Analyst	0	0	0.2
Crew Leader, Streets	1	1	1
Equipment Operator	3	3	3
Public Works Technician	1	0.5	0.5
Equipment Operator, Senior	2	2	2
Streets & Drainage Director	0	0	1
System Administrator	0	0	0.4
Data Systems Director	0	0	0.2
GIS Manager	0	0	0.2
Foreman	1	0	0
FTE	**17.5**	**15.5**	**16.5**

Transportation Impact Fees

Fund 310. Fees paid by developers for the construction of new roads near or serving their development.



Overview

A Roadway Impact Fee is a charge assessed on new development to help fund the cost of expanding roadway infrastructure necessary to accommodate growth. Collected at the time of development, these fees ensure that new construction contributes its fair share toward improvements such as new roads, road widening, and intersection upgrades. The revenues are restricted to eligible transportation projects identified in the City's Capital Improvement Plan and must comply with regulations outlined in Chapter 395 of the Texas Local Government Code. This funding mechanism helps maintain roadway service levels as the community grows, reducing the burden on existing taxpayers. The first year of collection will be in the FY 26 fiscal year.

Expenses and Revenues by Function

310 Transportation Impact Fees

	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL		PROPOSED FY 25-26 BUDGET	
	FY2024	FY2024	FY2025	FY2025	FY25 Budget vs. FY25 Actual (%)	FY2026	FY25 Budget vs. FY26 Budget (%)
Expenses	–	–	–	–	–	–	–
Revenues							
Revenues	$0	$0	$0	$0	–	$1,538,004	–
REVENUES TOTAL	**$0**	**$0**	**$0**	**$0**	**–**	**$1,538,004**	**–**

Type B - Bastrop Economic Development Corporation

Fund 601. A part of the economic engine that is drawing development to Bastrop.

Overview

The mission of the Bastrop Economic Development Corporation (BEDC) is to be a driving force to attract, support, and sustain the economic growth of the Bastrop Community.

As we embark on Fiscal Year 2026, the BEDC remains committed to fostering a vibrant and sustainable economic environment in our community. Building upon the foundational goals established in Fiscal Year 2025, our budget reflects a strategic approach to enhance our initiatives across key pillars: Industrial Park Development, Workforce Development, Business Attraction, Retention, and Expansion, and Partnerships.

The BEDC has set ambitious goals for Fiscal Year 2026, building on its strategic pillars to drive economic growth, enhance community well-being and support local businesses. The FY26 budget is designed to align with our long-term vision of sustainable economic development. Our primary goals include increasing job opportunities, attracting new businesses, and supporting existing enterprises. We aim to allocate resources effectively to maximize our impact on the local economy.
This budget reflects our commitment to creating a vibrant economic environment that benefits all residents and stakeholders in Bastrop.

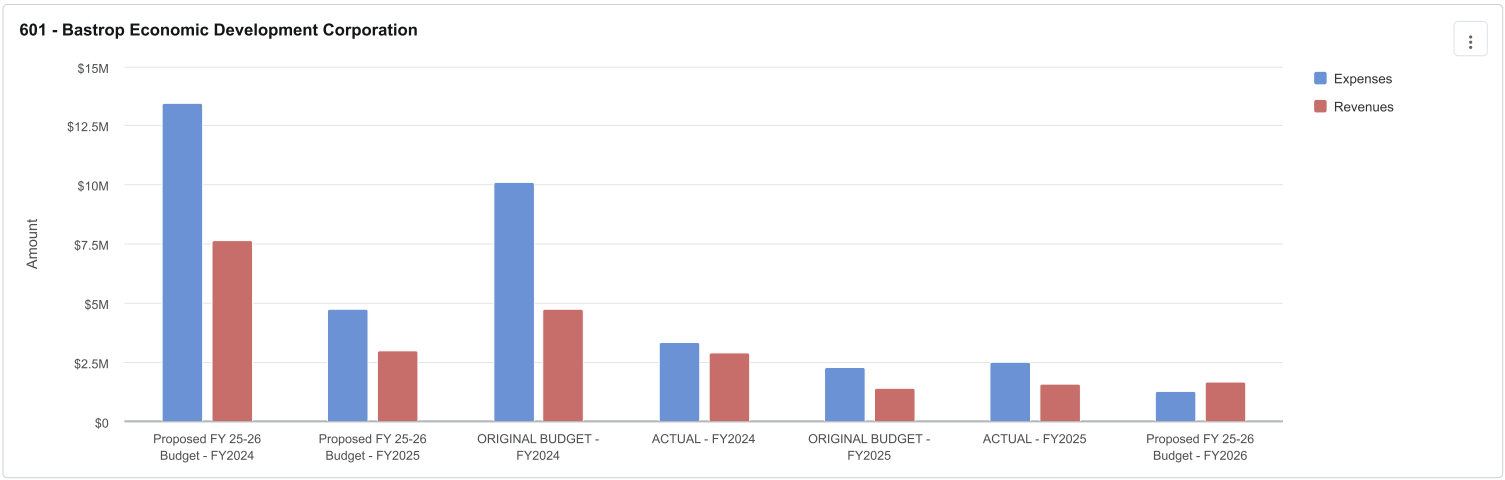
Significant Base Budget Change in FY2026

Reductions:
With the BEDC's relocation of their offices to City Hall, the Office Rental line item has been removed, and Utilities reduced to cover only the water needed for irrigation in the Business and Industrial Park. That has amounted to a cost savings of over $45,000 per year.

The BEDC has completed its contract with FiberLight to place fiber into the Business Park. Therefore, that line item has been eliminated, creating a cost reduction of $84,560 per year.
With the exception of the Blakey Lane Extension project, the BEDC's commitments to fund City Projects have all been satisfied. BEDC's portion of the Blakey Lane Extension project is considered a capital expense and has been re-coded as such.

Increases:
BEDC's salaries have increased by *$143,217* as a result of hiring a second full-time employee, a Business Attraction, Retention, and Expansion (BARE) Manager. This is the first full fiscal year that the BARE Manager will be employed by the BEDC, thus requiring an increase in the budgeted amount.
With the addition of the BARE Manager on the BEDC team, the marketing budget has been increased by $78,500. This includes the addition of a Promotional Expenses line item, which allows the BEDC to allocate 10% of corporate revenues for promotional purposes per LGC 505.103.
One of the BARE Manager's goals is to increase interaction with existing businesses in Bastrop, so the BRE program amount has been increased by $7,000. The education and workforce program has increased by $5,000. As $25,000 was committed to Community Action for their training and educational programs last fiscal year, this will give the BARE Manager $5,000 for any incidental expenses.
Budgeted amounts for Office Supplies, Communications, and Dues have increased by a total of $5,825 to accommodate the additional team member.
With a renewed focus on marketing the Business and Industrial Park, it is critical to maintain the portions of the Park still owned by the BEDC. Therefore, the Park Maintenance expense has been increased by $3,000.

FY 2026 Summary



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Expenditures by Function

601 - Bastrop Economic Development Corporation

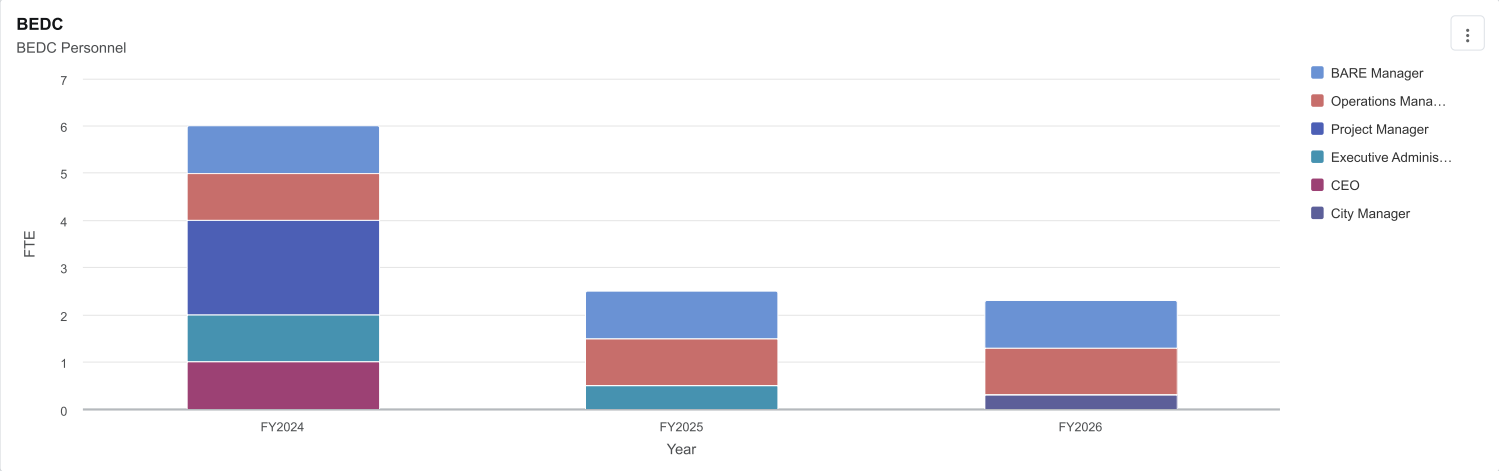
	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL		PROPOSED FY 25-26 BUDGET	
	FY2024	FY2024	FY2025	FY2025	FY25 Budget vs. FY25 Actual (%)	FY2026	FY25 Budget vs. FY26 Budget (%)
Expenses							
Expenses	$1,419,400	$2,275,247	$200,000	$1,208,256	504%	$60,000	-70%
WAGES							
COMPENSATED ABSENSES	$0	-$3,445	$0	$0	–	$0	–

	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL		PROPOSED FY 25-26 BUDGET	
	FY2024	FY2024	FY2025	FY2025	FY25 Budget vs. FY25 Actual (%)	FY2026	FY25 Budget vs. FY26 Budget (%)
LONGEVITY	$1,380	$1,200	$1,380	$970	-30%	$1,295	-6%
OPERATIONAL SALARIES	$589,404	$176,972	$235,896	$225,139	-5%	$263,085	12%
OVERTIME	$0	$0	$0	$0	–	$0	–
PRE-EMPLOYMENT EXPENSE	$25,000	$0	$0	$0	–	$0	–
SIGN ON BONUS/RETENTION	$0	$0	$0	$0	–	$0	–
WAGES TOTAL	**$615,784**	**$174,726**	**$237,276**	**$226,109**	**-5%**	**$264,380**	**11%**
BENEFITS							
GROUP INSURANCE	$61,328	$17,233	$20,444	$17,448	-15%	$28,024	37%
RETIREMENT	$79,570	$16,843	$30,170	$27,184	-10%	$30,447	1%
SOCIAL SECURITY	$41,836	$7,805	$17,699	$13,940	-21%	$20,226	14%
WORKERS COMPENSATION	$865	$921	$865	$242	-72%	$1,079	25%
BENEFITS TOTAL	**$183,599**	**$42,803**	**$69,178**	**$58,813**	**-15%**	**$79,776**	**15%**
SUPPLIES & MATERIALS							
OFFICE EQUIPMENT	$8,000	$0	$3,000	$2,915	-3%	$3,000	0%
POSTAGE	$200	$35	$200	$0	-100%	$200	0%
SUPPLIES	$6,000	$1,237	$1,800	$1,150	-36%	$2,500	39%
SUPPLIES & MATERIALS TOTAL	**$14,200**	**$1,272**	**$5,000**	**$4,065**	**-19%**	**$5,700**	**14%**
MAINTENANCE & REPAIRS	$16,000	$12,105	$12,000	$91,589	663%	$20,000	67%
OCCUPANCY							
COMMUNICATIONS	$9,000	$7,171	$1,875	$3,645	94%	$5,000	167%
OFFICE RENTAL	$43,200	$39,600	$10,800	$7,500	-31%	$0	-100%
UTILITIES	$4,000	$3,099	$1,000	$4,332	333%	$5,800	480%
OCCUPANCY TOTAL	**$56,200**	**$49,871**	**$13,675**	**$15,477**	**13%**	**$10,800**	**-21%**
CONTRACTUAL SERVICES							
SHARED SERVICES - IT	$0	$0	$0	$0	–	$0	–
AUDIT	$4,500	$0	$4,500	$0	-100%	$4,500	0%
CITY ADMINISTRATIVE SUPPORT	$25,000	$25,000	$25,000	$22,917	-8%	$25,000	0%
CITY PROJECTS & PROGRAMS	$4,772,000	$452,165	$1,025,000	$221,897	-78%	$0	-100%
CITY SHARED SERVICES	$10,000	$10,000	$20,000	$27,500	38%	$50,000	150%
CONTRACTUAL SERVICES	$0	$0	$0	$1,310	–	$4,800	–
EMPLOYEE BOND	$82,560	$84,431	$84,560	$82,036	-3%	$250	-100%
ENGINEERING & CONSULTING	$15,000	$1,265	$0	$0	–	$0	–
LEGAL SERVICES	$75,000	$47,438	$75,000	$22,822	-70%	$75,000	0%
MAIN STREET PROG SUPPORT	$50,000	$25,000	$25,000	$22,917	-8%	$50,000	100%
PROFESSIONAL SERVICES	$65,000	$5,419	$25,000	$20,596	-18%	$30,000	20%
PROPERTY & LIABILITY INSURANCE	$2,500	$2,313	$0	$0	–	$0	–
UNEMPLOYMENT TAX	$0	$2,571	$0	$0	–	$0	–
CONTRACTUAL SERVICES TOTAL	**$5,101,560**	**$655,602**	**$1,284,060**	**$421,994**	**-67%**	**$239,550**	**-81%**
OTHER CHARGES							
MARKETING TRAVEL	$0	$0	$0	$105	–	$5,000	–
SPL PRJT BUS RETEN & EXPAN	$0	$0	$0	$555	–	$20,000	–
AUTO ALLOWANCE	$12,000	$0	$0	$1,845	–	$0	–
BONDS FOR BEDC OFFICERS	$1,000	$289	$1,000	$50	-95%	$750	-25%
BUSINESS DEVELOPMENT	$8,000	$1,035	$2,500	$5,941	138%	$5,000	100%
CLOSING COSTS	$25,000	$0	$25,000	$0	-100%	$25,000	0%
DIGITAL ADV & MARKETING	$30,000	$22,489	$30,000	$27,500	-8%	$30,000	0%
DUES, SUBSCRIPTIONS & PUB	$20,000	$12,119	$20,000	$18,597	-7%	$25,000	25%
FIRE DEPT DESIGNATED EXP	$0	$0	$0	$0	–	$0	–
LOCAL/MISC ADV & SPONSORSHIP	$10,000	$10,552	$10,000	$30,340	203%	$30,000	200%

	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL		PROPOSED FY 25-26 BUDGET	
	FY2024	FY2024	FY2025	FY2025	FY25 Budget vs. FY25 Actual (%)	FY2026	FY25 Budget (%)
NATIONAL/REG ADV & MARKETING	$10,000	$0	$5,000	$24,790	396%	$25,000	400%
PD LEOSE EXP	$60,000	$0	$0	$0	–	$0	–
PROMOTIONAL ADVERTISING	$0	$0	$0	$0	–	$65,000	–
SPECIAL ADV & MARKETING	$10,000	$4,200	$2,000	$4,481	124%	$10,000	400%
SPL EDUC & WORKFORCE DEVELOP	$150,000	$25,000	$25,000	$25,500	2%	$30,000	20%
SPL RETAIL RECRUITING	$15,000	$5,500	$15,000	$15,500	3%	$22,000	47%
STREET LIGHTING	$0	$0	$0	$0	–	$0	–
TRAVEL & TRAINING	$10,000	$279	$3,500	$9,293	166%	$5,000	43%
OTHER CHARGES TOTAL	**$361,000**	**$81,463**	**$139,000**	**$164,498**	**18%**	**$297,750**	**114%**
CONTINGENCY	$50,000	$0	$25,000	$0	-100%	$25,000	0%
CAPITAL OUTLAY	$2,000,000	$0	$0	$0	–	$0	–
DEBT SERVICES	$275,227	$49,228	$275,227	$286,747	4%	$282,418	3%
EXPENSES TOTAL	**$10,092,970**	**$3,342,317**	**$2,260,416**	**$2,477,548**	**10%**	**$1,285,374**	**-43%**
Revenues	$4,746,140	$2,912,471	$1,402,572	$1,567,747	12%	$1,667,100	19%

The table above shows a significant reduction in revenue and expenses due to the Street Maintenance Tax that was approved by voters in 2023. Additionally, capital expenses are removed from operating expenses and kept as designated funds in the fund balance.

Personnel Schedule



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Goal #1

Industrial Park

In FY 2025, the BEDC focused on marketing the Business and Industrial Park through national and global publications, updating maps, and improving infrastructure. In FY 2026, the BEDC plans to:

- Expand Marketing Efforts: Increase visibility by targeting additional global publications and hosting industry-specific events to showcase the park's potential.
- Infrastructure Development: Build on the groundwork laid in FY 2025 by initiating construction of shovel-ready sites to attract high-growth industries like aerospace and advanced manufacturing.

Goal #2

Workforce Development

Recognizing the critical need for a skilled workforce, the BEDC's FY 2025 goals emphasized collaboration with workforce partners and hosting business roundtables. In FY 2026, the BEDC will:

- Launch Specialized Training Programs: Partner with local educational institutions to create industry-specific training tailored to the needs of businesses in Bastrop.
- Expand Workforce Events: Host larger-scale career fairs and workshops to connect residents with job opportunities in emerging industries.

Goal #3

Business Attraction, Retention, and Expansion

The BEDC's commitment to business attraction, retention, and expansion remains a top priority. FY 2025 saw the BEDC focus on land banking and enhanced advertising. For FY 2026, the BEDC aims to:

- Strengthen Business Retention Programs: Develop a comprehensive support system for existing businesses, including access to financing and mentorship opportunities.
- Diversify Business Recruitment: Target industries that align with Bastrop's strengths, such as life sciences and clean energy, to ensure sustainable growth.

Vehicle Equipment and Replacement Fund (VERF)

Fund 380. Planning for the future.

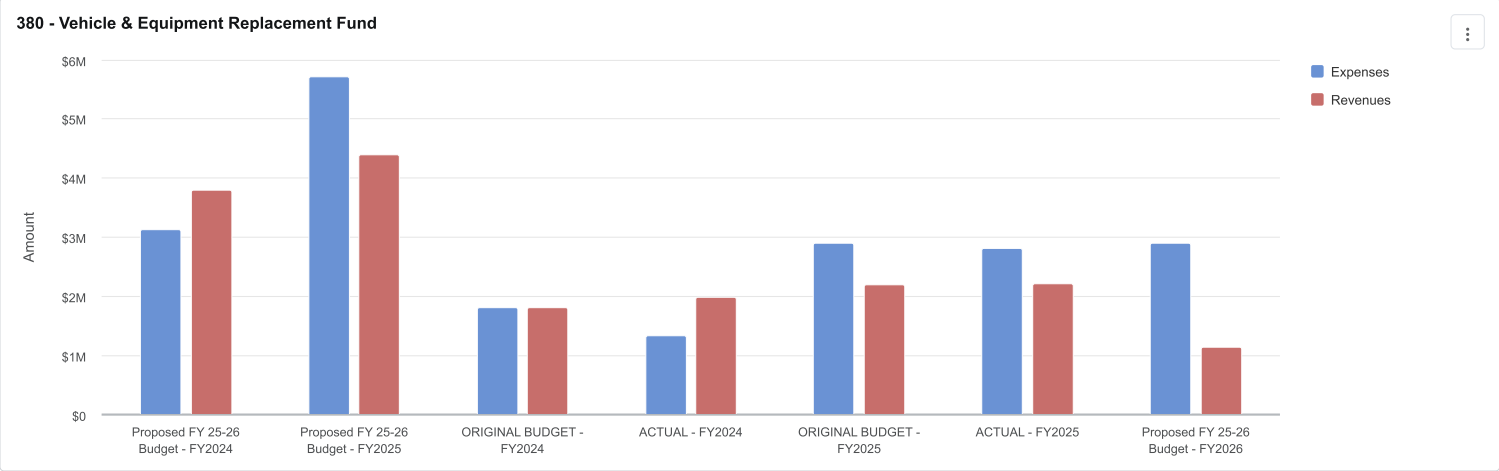
Overview

The Vehicle and Equipment Replacement Fund (VERF) was established to provide a structured process for the purchase, replacement, and disposal of City vehicles and equipment. This fund ensures long-term planning and budgeting for fleet and technology assets, promoting fiscal stability and operational efficiency. The policy governing the VERF sets criteria for asset management and establishes procedures to maintain adequate funding for the timely replacement of equipment. It also helps stabilize annual budgeting and ensures sufficient cash flow for scheduled replacements and acquisitions.

The current VERF funding is unsustainable for the growth we are experiencing, and causes the Police Department to forgo funding for 3 officer, Fire 2 firefighters, and a variety of other staff in the General Fund.

The fund is healthy enough to invest the fund balance and use the interest earned to pay off a short term tax note of 5-7 years assuming at least a 4% rate of return.

This is an item council will discuss at it's next budget workshop.



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Expenses and Revenues by Function

380 - Vehicle & Equipment Replacement Fund

	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL		PROPOSED FY 25-26 BUDGET	
	FY2024	FY2024	FY2025	FY2025	FY25 Budget vs. FY25 Actual (%)	FY2026	FY25 Budget vs. FY26 Budget (%)
Expenses							
Expenses	$1,369,000	$1,390,090	$2,453,427	$2,384,093	-3%	$2,453,427	0%
CONTRACTUAL SERVICES							
LEASE PAYMENTS	$435,068	-$62,191	$451,941	$418,981	-7%	$451,942	0%
CONTRACTUAL SERVICES TOTAL	**$435,068**	**-$62,191**	**$451,941**	**$418,981**	**-7%**	**$451,942**	**0%**
EXPENSES TOTAL	**$1,804,068**	**$1,327,899**	**$2,905,368**	**$2,803,074**	**-4%**	**$2,905,369**	**0%**
Revenues	$1,811,584	$1,977,569	$2,195,311	$2,207,831	1%	$1,135,913	-48%

Water & Wastewater Impact Fees

Fund 306. Fees to new development to help pay for their impact to the system.

Overview

Governed by Chapter 395.001 of the Texas Local Government Code, the City of Bastrop imposes water and wastewater impact fees on new development to help fund or recoup the costs of capital improvements and facility expansions necessitated by and attributable to that new development.

They help fund new construction or facility expansion to serve future development during the next ten (10) years.

“Impact Fee means a charge or assessment imposed by a political subdivision against new development in order to generate revenue for funding or recouping the costs of capital improvements or facility expansions necessitated by and attributable to the new development”

Recoverable costs include:

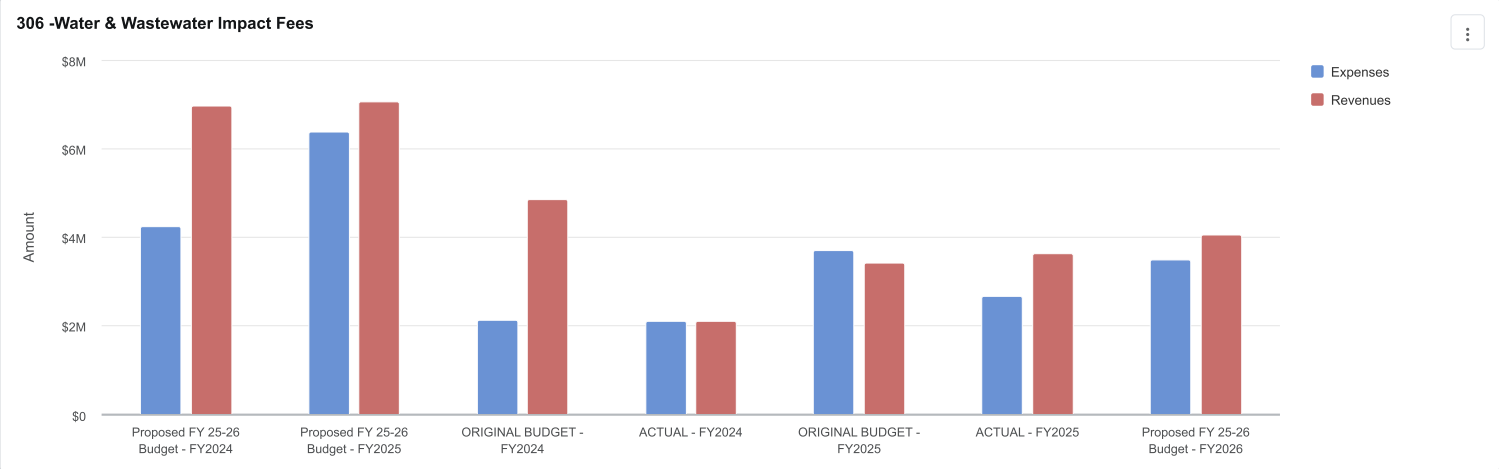
•Construction

•Surveying and Engineering

•Land Acquisition and Associated Costs

•Financing Costs

•Engineering Costs Associated with Land Use/Capital Improvements Planning and/or Financial Consulting Associated with Developing Impact Fees (Not Employed by the City)



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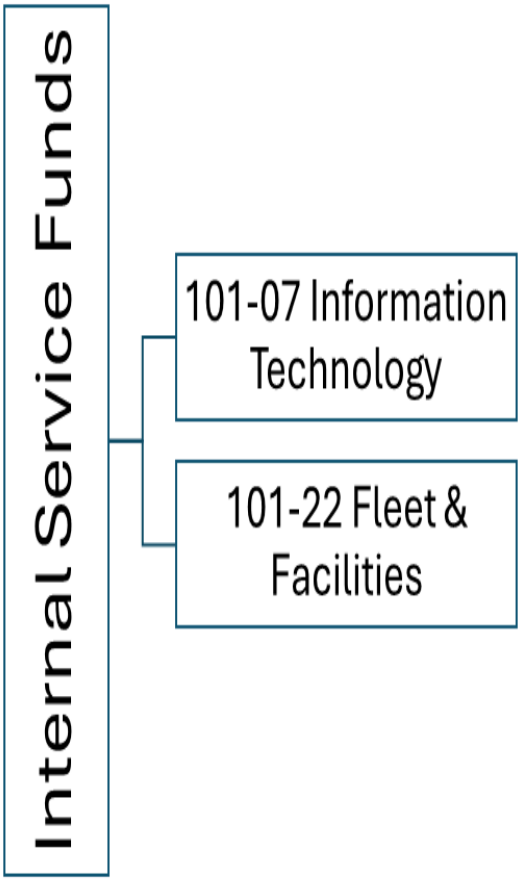
Expenses and Revenues by Function

306 -Water & Wastewater Impact Fees

	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL		PROPOSED FY 25-26 BUDGET	
	FY2024	FY2024	FY2025	FY2025	FY25 Budget vs. FY25 Actual (%)	FY2026	FY25 Budget vs. FY26 Budget (%)
Expenses							
Expenses	$2,115,501	$2,115,500	$3,697,000	$2,664,750	-28%	$3,478,992	-6%
CONTRACTUAL SERVICES							
PROFESSIONAL SERVICES	$10,000	$53	$10,000	$12,179	22%	$10,000	0%
CONTRACTUAL SERVICES TOTAL	**$10,000**	**$53**	**$10,000**	**$12,179**	**22%**	**$10,000**	**0%**
EXPENSES TOTAL	**$2,125,501**	**$2,115,553**	**$3,707,000**	**$2,676,929**	**-28%**	**$3,488,992**	**-6%**
Revenues	$4,848,640	$2,109,906	$3,415,997	$3,632,691	6%	$4,049,240	19%

Internal Service Funds

Funds dedicated to providing internal service such as IT and Fleet Maintenance. Currently, those funds are held in the General Fund. A transfer into a new fund category will occur before next fiscal year.



Fleet and Facilities

Fund 101. Department 22. Ensuring we are good stewards of public funds in the care of buildings and equipment we use.

Overview

Why We Do What We Do

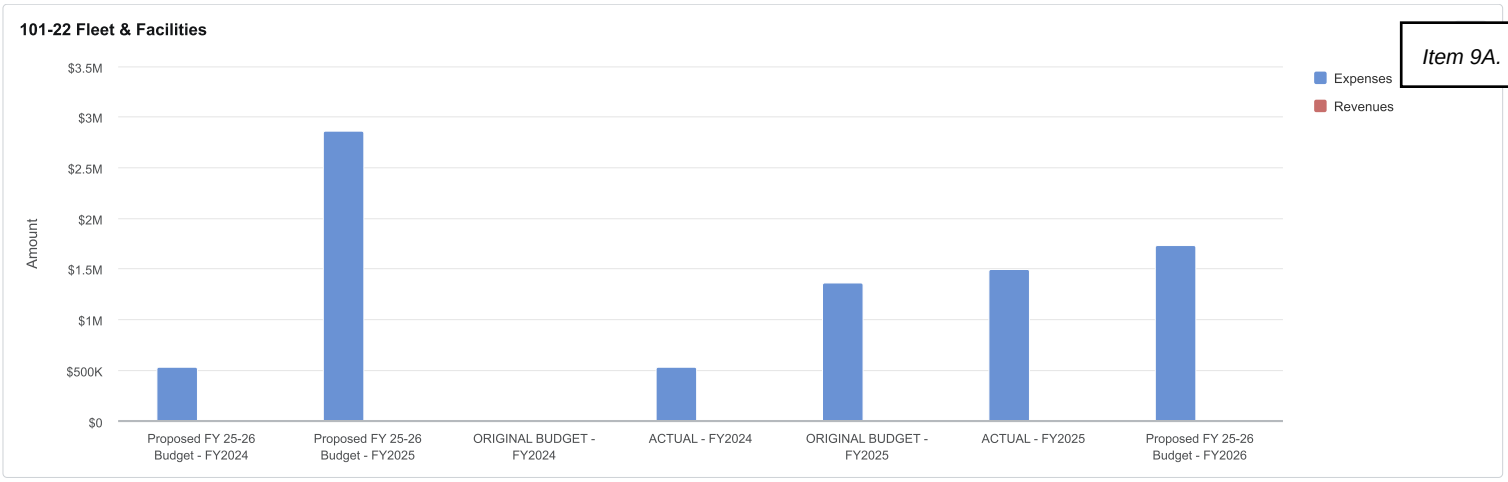
At the heart of the Fleet & Facilities Department is a commitment to service, safety, and stewardship. As a newly established and rapidly growing department, we bring energy, innovation, and a strong sense of purpose to every task. We exist to ensure that every City vehicle and facility operates at its best—because when we do our job well, every other department can do theirs even better. We believe in being proactive, dependable partners who take pride in delivering cost-effective solutions and exceptional customer service to support the City of Bastrop's mission and future.

. A relatively young fund, established in 2023, it has streamlined vehicle tracking, maintenance, and routine care or both buildings and vehicles. Maintenance of our assets ensures the public that the city can be good stewards of the funds entrusted to us.



Significant Base Budget Change in FY2026

Several line items within the Fleet & Facilities budget reflect strategic adjustments to better align with current operational needs and City priorities. The increase in **Safety Supplies** supports enhanced workplace safety by ensuring first aid kits are stocked in all City buildings, upgrading and expanding AED coverage, and maintaining fire extinguishers to code. The rise in **Software Maintenance** costs is attributed to the implementation of OpenGov for facility asset management and Samsara for vehicle telematics, both of which will significantly improve tracking, reporting, and operational efficiency. Conversely, a reduction in **Office Equipment** expenses reflects the recent completion of office remodels, eliminating the need for additional furniture or major equipment purchases in the near term.



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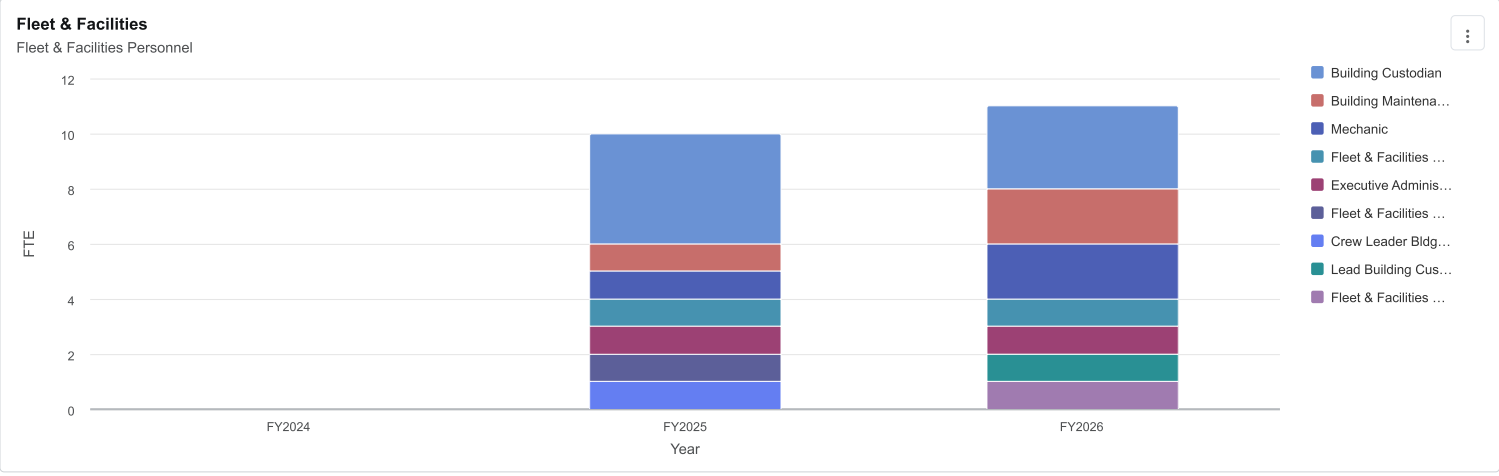
Expenditures by Function

101-22 Fleet & Facilities

	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL		PROPOSED FY 25-26 BUDGET	
	FY2024	FY2024	FY2025	FY2025	FY25 Budget vs. FY25 Actual (%)	FY2026	FY25 Budget vs. FY26 Budget (%)
Expenses							
WAGES							
LONGEVITY	$0	$0	$5,820	$5,430	-7%	$6,085	5%
OPERATIONAL SALARIES	$0	$342,498	$546,000	$518,069	-5%	$622,265	14%
OVERTIME	$0	$4,764	$0	$703	–	$2,000	–
SIGN ON BONUS/RETENTION	$0	$0	$0	$0	–	$0	–
WAGES TOTAL	**$0**	**$347,262**	**$551,820**	**$524,202**	**-5%**	**$630,350**	**14%**
BENEFITS							
GROUP INSURANCE	$0	$55,588	$95,000	$86,883	-9%	$130,672	38%
RETIREMENT	$0	$47,356	$77,200	$76,001	-2%	$86,713	12%
SOCIAL SECURITY	$0	$25,627	$41,800	$38,367	-8%	$48,069	15%
WORKERS COMPENSATION	$0	$1,840	$22,077	$7,960	-64%	$31,407	42%
BENEFITS TOTAL	**$0**	**$130,411**	**$236,077**	**$209,210**	**-11%**	**$296,861**	**26%**
SUPPLIES & MATERIALS							
FUEL	$0	$2,815	$5,315	$7,766	46%	$9,878	86%
JANITORIAL SUPPLIES	$0	$7,745	$27,302	$21,820	-20%	$31,398	15%
OFFICE EQUIPMENT	$0	$1,911	$12,315	$16,219	32%	$5,375	-56%
SAFETY SUPPLIES	$0	$259	$255	$178	-30%	$15,379	5,931%
SMALL TOOLS	$0	$0	$7,000	$3,618	-48%	$17,000	143%
SUPPLIES	$0	$1,880	$4,342	$1,240	-71%	$2,000	-54%
SUPPLIES & MATERIALS TOTAL	**$0**	**$14,610**	**$56,529**	**$50,841**	**-10%**	**$81,030**	**43%**
MAINTENANCE & REPAIRS	$0	$33,347	$382,582	$597,481	56%	$683,641	79%
OCCUPANCY							
COMMUNICATIONS	$0	$1,421	$3,600	$4,439	23%	$4,140	15%
UTILITIES	$0	$612	$4,500	$798	-82%	$5,000	11%
OCCUPANCY TOTAL	**$0**	**$2,034**	**$8,100**	**$5,237**	**-35%**	**$9,140**	**13%**
CONTRACTUAL SERVICES							

	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL		PROPOSED FY 25-26 BUDGET	
	FY2024	FY2024	FY2025	FY2025	FY25 Budget vs. FY25 Actual (%)	FY2026	FY25 [illegible]6 Budget (%)
SHARED SERVICES - IT	$0	$0	$0	$0	–	$4,910	–
BUILDING MAINTENANCE FEE	$0	$0	$7,600	$1,871	-75%	$7,600	0%
CONTRACTUAL SERVICES	$0	$510	$21,200	$9,286	-56%	$0	-100%
EQUIPMENT RENTAL	$0	$0	$2,100	$2,173	3%	$2,100	0%
HAUL OFF - MISC.	$0	$0	$5,683	$110	-98%	$5,683	0%
PROFESSIONAL SERVICES	$0	$0	$24,000	$35,690	49%	$24,000	0%
UNIFORMS	$0	$1,713	$3,832	$3,184	-17%	$4,407	15%
VEHICLE/EQUIP REPLACEMENT FEE	$0	$0	$54,646	$50,134	-8%	$0	-100%
SHARED SERVICES - FLEET	$0	$0	$0	$0	–	-$22,476	–
CONTRACTUAL SERVICES TOTAL	**$0**	**$2,223**	**$119,061**	**$102,447**	**-14%**	**$26,224**	**-78%**
OTHER CHARGES							
DUES, SUBSCRIPTIONS & PUB	$0	$0	$1,213	$1,238	2%	$1,213	0%
TRAVEL & TRAINING	$0	$2,947	$7,800	$2,662	-66%	$6,800	-13%
OTHER CHARGES TOTAL	**$0**	**$2,947**	**$9,013**	**$3,900**	**-57%**	**$8,013**	**-11%**
OTHER SERVICES							
ADVERTISING	$0	$0	$500	$161	-68%	$1,475	195%
OTHER SERVICES TOTAL	**$0**	**$0**	**$500**	**$161**	**-68%**	**$1,475**	**195%**
EXPENSES TOTAL	**$0**	**$532,834**	**$1,363,682**	**$1,493,479**	**10%**	**$1,736,734**	**27%**
Revenues	–	–	–	–	–	–	–

Personnel Schedule



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Goal #1

City Facility Beautification:

- Complete a full exterior facelift of City Hall, the Senior Center, and BP&L by applying fresh paint and making any necessary cosmetic improvements to enhance curb appeal and civic pride.

Goal #2

Infrastructure Repair & Maintenance:

- Identify and address critical infrastructure repairs across all City-owned facilities, focusing on long-term functionality, safety, and preservation of City assets.

Goal #3

Fleet Capacity Expansion:

- Establish a new Mechanic position within the department to support the onboarding and maintenance of over 40 additional Police Department vehicles, ensuring continued reliability and readiness of the public safety fleet.

Information Technology

Fund 101-07. Maintaining technology to remain efficient and effective stewards of City resources.



Overview

The Information Technology Department's mission is to deliver secure, innovative technology solutions that protect data, support public service, and enable transparent, collaborative government operations.

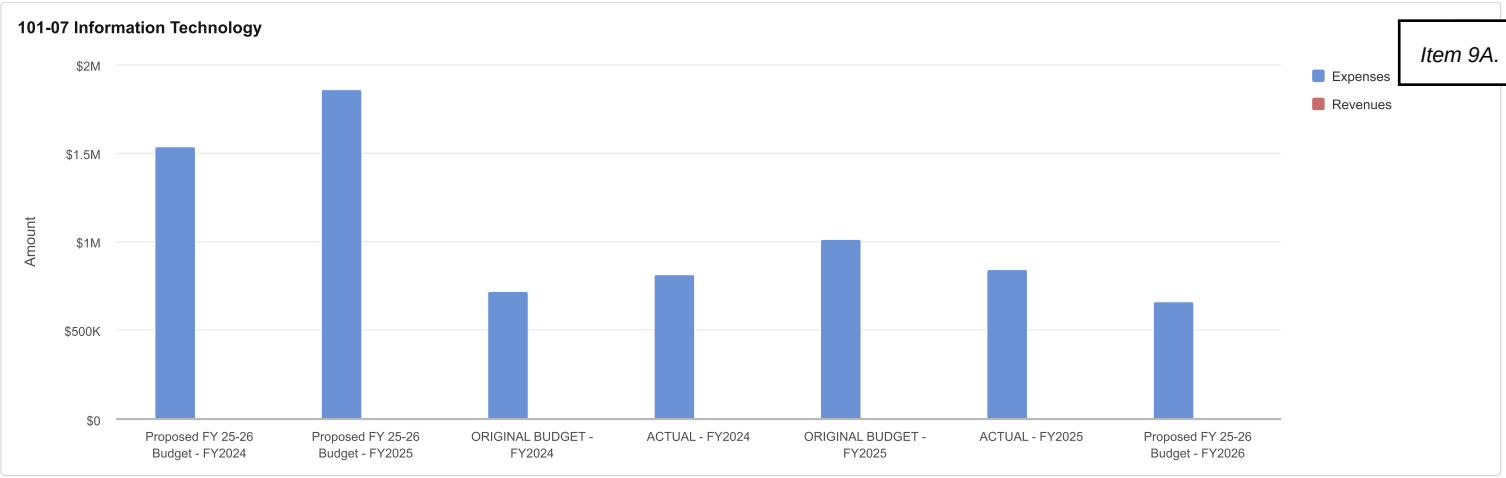
Significant Base Budget Change in FY2026

- The Information Technology Department is requesting an additional part-time Executive Administrative Assistant position for FY26. This position will assist the IT Director with a variety of administrative and operational duties, including creating purchase orders, processing software and hardware invoices, scheduling IT maintenance, supporting project planning, managing city-wide IT service accounts, researching emerging technologies, assisting with budget planning, scheduling meetings, drafting IT policies and standard operating procedures, and performing other relevant tasks. As the City of Bastrop grows, so does the complexity of its IT needs—this role is essential in supporting that growth by improving inventory management. The added support will allow the Director to focus more on strategic planning and long-term initiatives aligned with the City's vision for technology. The position plays a key role in fostering an organized, future-ready IT environment by contributing to the management of critical systems, accounts, and documentation.

- The increase in full-time City employees, along with the introduction of new software tools to improve workflows, has led to increased costs for computer replacements and software subscriptions.

- Creation of a dedicated hardware support subscription GL account separate from the software subscription GL account. New storage hardware requires annual support that will be added to this new account.

- The increase in capital outlay is due to several projects, including: the replacement of wireless network hardware for the Convention Center, Public Library, and City facilities; core firewall; public safety Mobile Data Terminals (MDTs); and, citywide VoIP hardware replacement. These projects align with the City's technology replacement plan to ensure the best possible technology is available to both City staff and the citizens we serve.



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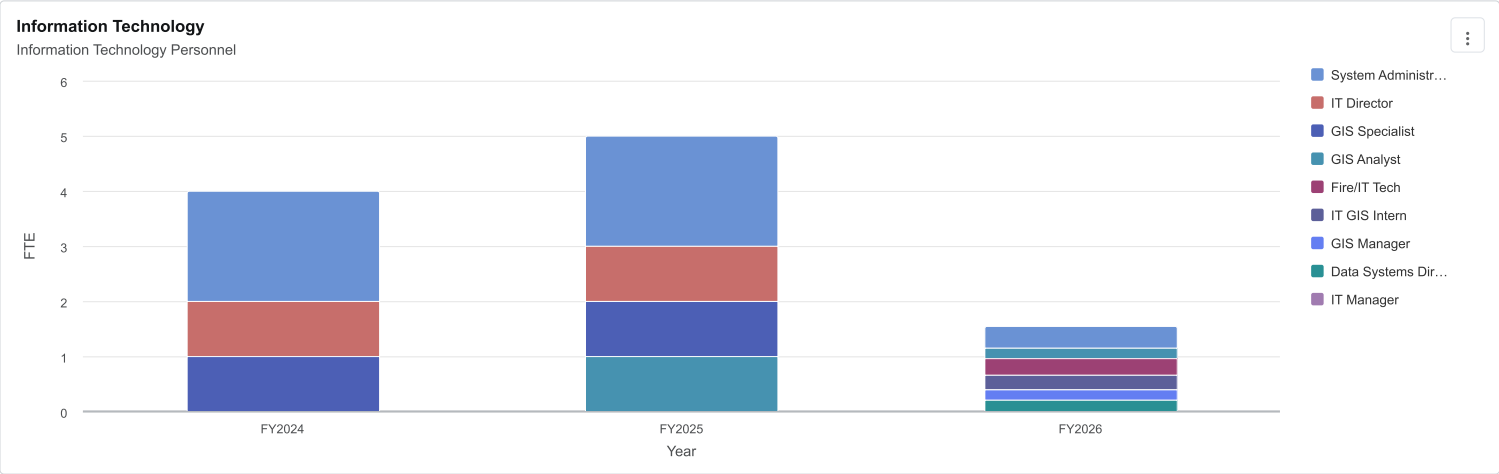
Expenditures by Function

101-07 Information Technology

	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL		PROPOSED FY 25-26 BUDGET	
	FY2024	FY2024	FY2025	FY2025	FY25 Budget vs. FY25 Actual (%)	FY2026	FY25 Budget vs. FY26 Budget (%)
Expenses							
Expenses	$0	$0	$18,000	$25,000	39%	$236,000	1,211%
WAGES	$305,145	$353,827	$429,940	$367,343	-15%	$142,576	-67%
BENEFITS	$102,380	$119,292	$140,934	$121,586	-14%	$28,430	-80%
SUPPLIES & MATERIALS	$71,760	$71,285	$72,760	$61,261	-16%	$78,888	8%
MAINTENANCE & REPAIRS	$173,020	$206,309	$211,170	$149,482	-29%	$315,515	49%
OCCUPANCY	$10,300	$8,794	$13,050	$9,595	-26%	$13,050	0%
CONTRACTUAL SERVICES	$51,737	$46,708	$114,624	$106,024	-7%	-$166,562	-245%
OTHER CHARGES							
DUES, SUBSCRIPTIONS & PUB	$700	$624	$700	$297	-58%	$700	0%
TRAVEL & TRAINING	$7,000	$7,652	$13,000	$4,837	-63%	$13,000	0%
OTHER CHARGES TOTAL	**$7,700**	**$8,276**	**$13,700**	**$5,134**	**-63%**	**$13,700**	**0%**
EXPENSES TOTAL	**$722,042**	**$814,491**	**$1,014,178**	**$845,425**	**-17%**	**$661,597**	**-35%**
Revenues	–	–	–	–	–	–	–

Personnel Schedule



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Goal #1

Security:

- Protect and secure the City's data to ensure that services remain accessible, reliable, and safe for both City staff and residents.
- This includes evaluating and discussing security initiatives, as well as deploying the necessary tools to safeguard the City's networks and mitigate potential risks.

Goal #2

Innovation and Automation:

- Implement innovative IT projects to drive the City's digital transformation by automating workflows and improving operational efficiency through technology.

Goal #3

Emerging Technology Analysis:

- Evaluate emerging technologies to evaluate their relevance and cost-effectiveness for City operations, and determine the optimal timing for their integration into City business processes.

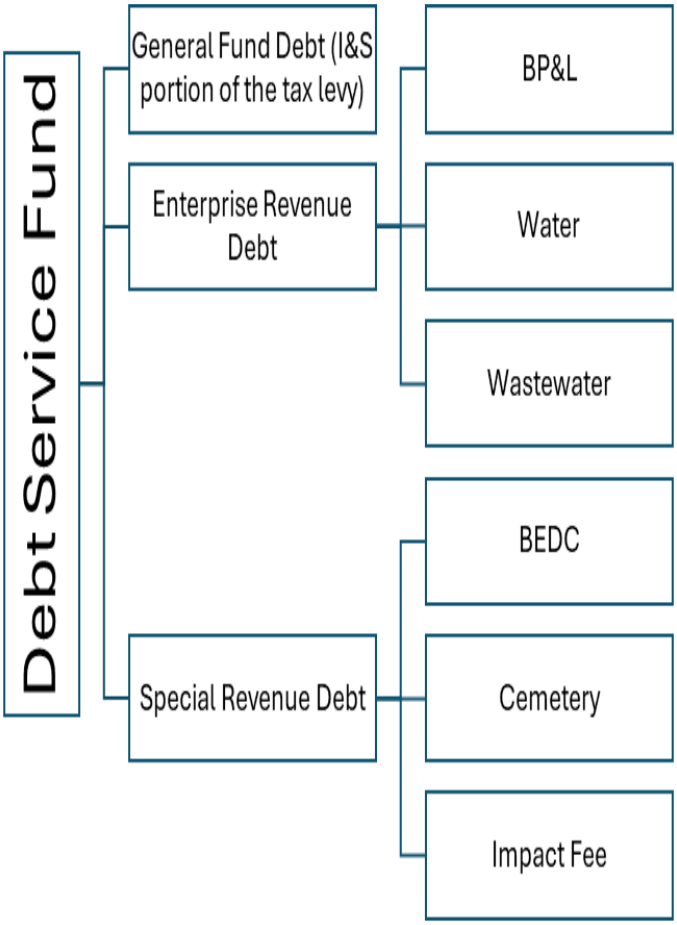
Debt

All Outstanding Debt as of July 27, 2025 - Excluding BEDC Sales Tax Supported Debt

Series Title	Outstanding Principal	Callable Principal	Tax Supported	Revenue Supported
Series 2006 - Combo C/O	**35,000**	**35,000**		
Series 2006 - Combo C/O (Tax) (S			10,990	
Series 2006 - Combo C/O (Util) (S				24,010
Series 2006 - GO	**25,000**	**25,000**		
Series 2006 - GO			25,000	
Series 2007 - GO	**175,000**	**175,000**		
Series 2007 - GO			175,000	
Series 2007 - Combo C/O	**335,000**	**335,000**		
Series 2007 - Combo C/O (Tax) (S			38,257	
Series 2007 - Combo C/O (Util) (S				296,743
Series 2014 - Combo C/O	**2,255,000**	**2,255,000**		
Series 2014 - Combo C/O (Util) (S				1,928,025
Series 2014 - Combo C/O (Elec) (S				326,975
Series 2014 - GO Ref	**1,510,000**	**1,510,000**		
Series 2014 - GO Ref			1,510,000	
Series 2016 - GO Ref	**1,050,000**	**545,000**		
Series 2016 - GO Ref (Tax) (Series			305,000	
Series 2016 - GO Ref (Util) (Series				240,000
Series 2017 - GO Ref	**2,685,000**	**1,125,000**		
Series 2017 - GO Ref (Tax) (Series			175,000	
Series 2017 - GO Ref (HOT) (Serie			595,000	
Series 2017 - GO Ref (EDC) (Series				160,000
Series 2017 - GO Ref (Elec) (Series				195,000
Series 2018 - Combo C/O	**3,155,000**	**2,595,000**		
Series 2018 - Combo C/O			2,595,000	
Series 2019 - W&W US Rev	**1,555,000**	**1,225,000**		
Series 2019 - W&W US Rev				1,225,000
Series 2020 - Combo C/O	**1,840,000**	**655,000**		
Series 2020 - Combo C/O			655,000	
Series 2020 - W&W Util Rev	**19,275,000**	**17,275,000**		
Series 2020 - W&W Util Rev				17,275,000
Series 2021 - GO Ref (Util) (Series 20	**1,905,000**	**270,000**		
Series 2021 - GO Ref (Util) (Series				270,000
Series 2021A - GO Ref Txbl (Tax) (Se	**9,430,000**	**3,245,000**		
Series 2021A - GO Ref Txbl (Tax) (			815,000	
Series 2021A - GO Ref Txbl (Util) (				1,770,000
Series 2021A - GO Ref Txbl (EDC)			460,000	
Series 2021A - GO Ref Txbl (Elec)				200,000
Series 2021 - Combo C/O	**33,485,000**	**29,445,000**		
Series 2021 - Combo C/O (Util) (S				29,305,000
Series 2021 - Combo C/O (PID) (S			140,000	
Series 2022 - Combo C/O	**2,710,000**	**385,000**		
Series 2022 - Combo C/O			385,000	
Series 2023 - Combo C/O (Tax) (Seri	**39,045,000**	**33,360,000**		
Series 2023 - Combo C/O (Tax) (S			8,460,000	
Series 2023 - Combo C/O (Util) (S				24,900,000
Series 2024 CO	**36,320,000**	**27,610,000**		
Series 2024 CO				27,610,000
Spec Assmt PID Rev Bonds, Series 2(	**12,303,000**	**10,602,000**		
Spec Assmt PID Rev Bonds, Series			10,602,000	
Total Debt		**132,672,000**		
Tax Supported			**26,946,247**	
Revenue Supported				**105,725,753**

Debt Service Fund

Special funds that hold revenues that have been pledged against debt.



2018 Certificate of Obligation Bond Fund



Overview

The City of Bastrop issued Certificates of Obligation, Series 2018. These were Combination Tax & Revenue Certificates of Obligation. The purpose of these Certificates of Obligation was to fund projects that include constructing and improving infrastructure within the city. Specifically, projects such as Jasper/Newton Street Drainage Match, Old Iron Bridge improvements, Main Street Sidewalk and Street Improvements.

Expenses and Revenues by Function

2018 CO Series

	FY2024 BOND FUNDS	FY2025 BOND FUNDS	FY2026 BOND FUNDS
	FY2024	**FY2025**	**FY2026**
Expenses			
2018 CO Series			
Expenses	$470,801	$494,000	$0
2018 CO SERIES TOTAL	**$470,801**	**$494,000**	**$0**
EXPENSES TOTAL	**$470,801**	**$494,000**	**$0**
Revenues			
2018 CO Series			
No Project			
INTEREST INCOME	$2,000	$2,000	–
NO PROJECT TOTAL	**$2,000**	**$2,000**	**–**
2018 CO SERIES TOTAL	**$2,000**	**$2,000**	**–**
REVENUES TOTAL	**$2,000**	**$2,000**	**–**

2020 Limited Tax Note



Overview

In 2020, the City of Bastrop issued a Limited Tax Note. The funding supported multiple City initiatives, including:

- Construction, renovation, and improvements to the Public Works building
- Purchase of City equipment and vehicles
- Capital maintenance of City-owned buildings
- Payment of professional services related to the issuance, including fiscal, engineering, architectural, and legal fees

This note provided necessary resources for maintaining and improving City infrastructure and operations.

Expenses and Revenues by Function

2020 Limited Tax Note

	FY2024 BOND FUNDS	FY2025 BOND FUNDS	FY2026 BOND FUNDS
	FY2024	**FY2025**	**FY2026**
Expenses			
2020 Limited Tax Note			
Expenses			
CAPITAL OUTLAY	$50,314	$32,500	–
EXPENSES TOTAL	**$50,314**	**$32,500**	**–**
2020 LIMITED TAX NOTE TOTAL	**$50,314**	**$32,500**	**–**
EXPENSES TOTAL	**$50,314**	**$32,500**	**–**
Revenues			
2020 Limited Tax Note			
No Project			
INTEREST INCOME	$500	$500	–
NO PROJECT TOTAL	**$500**	**$500**	**–**
2020 LIMITED TAX NOTE TOTAL	**$500**	**$500**	**–**
REVENUES TOTAL	**$500**	**$500**	**–**

2021 Certificate of Obligation Bond Fund



Overview

The 2021 Certificate of Obligation was issued to construct, improve, and upgrade the City's water and wastewater system (including Wastewater Treatment Plant #3 and all associated transmission lines and pumping facilities and Water Treatment Plant at XS Ranch; and fence replacement and related improvements and repairs within Hunter's Crossing Public Improvement District.

Expenses and Revenues by Function

2021 CO Series

	FY2024 BOND FUNDS	FY2025 BOND FUNDS	FY2026 BOND FUNDS
	FY2024	**FY2025**	**FY2026**
Expenses			
2021 CO Series			
Expenses	$0	$1,264,772	$0
CAPITAL OUTLAY	–	–	$0
2021 CO SERIES TOTAL	**$0**	**$1,264,772**	**$0**
EXPENSES TOTAL	**$0**	**$1,264,772**	**$0**
Revenues			
2021 CO Series			
WWT PLANT#3	–	–	$0
VAL VERDE WTR LINE	–	–	$0
WATER PLANT XS RANCH	–	–	$0
Westside Collection System	–	–	$0
WWTP #3 Lift Station & Force Main	–	–	$0
No Project	$10,000	$100,000	–
New CIP Request	–	–	$0

	FY2024 BOND FUNDS	FY2025 BOND FUNDS	FY2026 BOND FUNDS
	FY2024	FY2025	6
2021 CO SERIES TOTAL	$10,000	$100,000	$0
REVENUES TOTAL	$10,000	$100,000	$0

2022 Certificate of Obligation Bond Fund



Overview

The proceeds from the sale of this certificate were to be used for constructing, improving, extending, expanding, upgrading and/or developing streets, roads, bridges, sidewalks, intersections, traffic signalization and other transportation projects including the related waterworks, sewer and drainage improvements, and flood control facilities.

Expenses and Revenues by Function

2022 CO Series

	FY2024 BOND FUNDS	FY2025 BOND FUNDS	FY2026 BOND FUNDS
	FY2024	**FY2025**	**FY2026**
Expenses			
2022 CO Series			
Expenses	$2,079,371	$2,241,950	–
2022 CO SERIES TOTAL	**$2,079,371**	**$2,241,950**	**–**
EXPENSES TOTAL	**$2,079,371**	**$2,241,950**	**–**
Revenues			
2022 CO Series			
No Project			
INTEREST INCOME	$20,000	$20,000	–
NO PROJECT TOTAL	**$20,000**	**$20,000**	**–**
2022 CO SERIES TOTAL	**$20,000**	**$20,000**	**–**
REVENUES TOTAL	**$20,000**	**$20,000**	**–**

2023 Certificate of Obligation Bond Fund



Overview

The 2023 Certificate of Obligation was issued to construct, improve, and upgrade the City's streets, including drainage, sidewalks, right-of-way, and bridge repair.

Expenses and Revenues by Function

2023 CO Series

	FY2024 BOND FUNDS	FY2025 BOND FUNDS	FY2026 BOND FUNDS
	FY2024	FY2025	FY2026
Expenses			
2023 CO Series			
Expenses	–	–	$0
2023 CO SERIES TOTAL	**–**	**–**	**$0**
EXPENSES TOTAL	**–**	**–**	**$0**
Revenues			
–	–	–	–
REVENUES TOTAL	**–**	**–**	**–**

American Rescue Plan Act (ARPA) Fund



Overview

The American Rescue Plan Act (ARPA) of 2021 provided significant federal funding to states like Texas to help them recover from the COVID-19 pandemic and its economic fallout. Local governments receiving ARPA funds have specific reporting requirements set by the U.S. Treasury to ensure transparency and accountability.

Expenses and Revenues by Function

American Rescue Plan Act

	FY2024 BOND FUNDS	FY2025 BOND FUNDS	FY2026 BOND FUNDS
	FY2024	**FY2025**	**FY2026**
Expenses			
American Rescue Plan			
Expenses	$2,388,071	$2,433,071	–
AMERICAN RESCUE PLAN TOTAL	**$2,388,071**	**$2,433,071**	**–**
EXPENSES TOTAL	**$2,388,071**	**$2,433,071**	**–**
Revenues			
American Rescue Plan			
No Project			
INTEREST INCOME	$35,000	$65,000	–

	FY2024 BOND FUNDS	FY2025 BOND FUNDS	FY2026 BOND FUNDS
	FY2024	FY2025	6
NO PROJECT TOTAL	$35,000	$65,000	–
AMERICAN RESCUE PLAN TOTAL	$35,000	$65,000	–
REVENUES TOTAL	$35,000	$65,000	–

General Government Capital Project Fund



Overview

General Government Capital Projects Fund is a governmental fund used to account for financial resources used for major capital projects. These funds are distinct from the General Fund and are used to track the acquisition or construction of significant capital assets like buildings, infrastructure, and other long-term assets.

Expenses and Revenues by Function

General Fund CIP

	FY2024 BOND FUNDS	FY2025 BOND FUNDS	FY2026 BOND FUNDS
	FY2024	**FY2025**	**FY2026**
Expenses			
General Fund CIP			
Expenses			
AGNES ST IMPROV PROJ	–	–	$0
CAPITAL OUTLAY	$4,694,500	$839,557	$0
LAND ACQUISITION	–	–	$0
EXPENSES TOTAL	**$4,694,500**	**$839,557**	**$0**
GENERAL FUND CIP TOTAL	**$4,694,500**	**$839,557**	**$0**
EXPENSES TOTAL	**$4,694,500**	**$839,557**	**$0**
Revenues			
General Fund CIP			
Blakey Lane / Reed Way Road	–	–	$0
No Project			
Revenues	$4,772,000	$839,557	–
INTEREST INCOME	$20,000	$1,500	–
NO PROJECT TOTAL	**$4,792,000**	**$841,057**	**–**
GENERAL FUND CIP TOTAL	**$4,792,000**	**$841,057**	**$0**
REVENUES TOTAL	**$4,792,000**	**$841,057**	**$0**

Water & Wastewater Capital Improvement Fund



Overview

Water & Wastewater Capital Improvement Fund is a governmental fund used to account for financial resources used for major water & wastewater capital improvements. These funds are distinct from the General Fund and are used to track the acquisition or construction of significant water & waste water capital assets like buildings, infrastructure, and other long-term assets.

Expenses and Revenues by Function

Water/Wastewater CIP

	FY2024 BOND FUNDS	FY2025 BOND FUNDS	FY2026 BOND FUNDS
	FY2024	**FY2025**	**FY2026**
Expenses			
W/WW CIP			
Expenses	–	–	$0
MAINTENANCE & REPAIRS	$177,000	$140,000	–
W/WW CIP TOTAL	**$177,000**	**$140,000**	**$0**
EXPENSES TOTAL	**$177,000**	**$140,000**	**$0**
Revenues			
W/WW CIP			
No Project			
INTEREST INCOME	$17,000	$30,000	–
TRANSFERS IN	$725,000	$110,000	–
NO PROJECT TOTAL	**$742,000**	**$140,000**	**–**
W/WW CIP TOTAL	**$742,000**	**$140,000**	**–**
REVENUES TOTAL	**$742,000**	**$140,000**	**–**

Capital Improvement Plans and Budget

Existing Projects Prior to the FY 2025-26 Fiscal Year

Project List

- Wastewater Treatment Plant #1 & #2 Rehabilitation
- Agnes Street Extension
- Blakey Lane Extension
- Fairview Cemetery, Section 9 Improvements
- Colorado River Bridge (aka Old Iron Bridge)
- SH 71 Pipe bursting
- Simsboro Aquifer Water Treatment Plant, Well Field, and Transmission Facilities
- Wastewater Treatment Plant #4 Planning
- BP&L Hwy 95 Line Extension Planning

Wastewater Treatment Plant No. 1 & No. 2 Rehabilitation

Project Description

Wastewater Treatment Plant 1 & 2 Rehabilitation project involves the rehabilitation of Wastewater Treatment Plants No. 1 and No. 2 including construction of flow diversion, interior cleaning, repairs, and painting. The project will restore the structural and functional integrity of the facilities, enhance operational reliability, and ensure long-term performance of the wastewater treatment system.

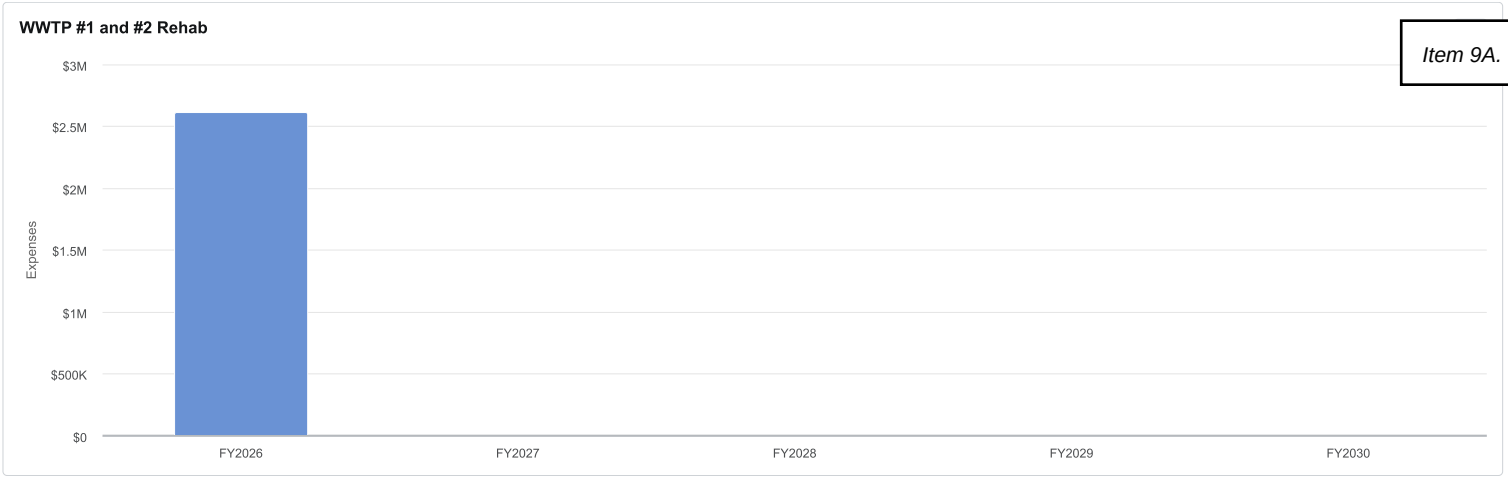
A contract was awarded in July 2025 with construction estimated to start in August 2025.



Funding Information

The City has received American Rescue Plan Act (ARPA) funding in the amount of $2.3 million for the project. Additional project costs in excess of ARPA funding will be funded from the Capital Fund.

Capital Cost



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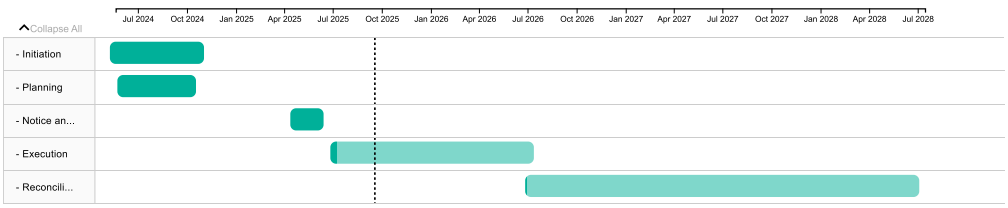
Project Schedule

Wastewater Treatment Plant 1 & 2 Rehabilitation Project



Project Task Name	Notes - Plain text
Acceptance	Work with the project team to capture relevant experience and lessons learned for the benefit of future projects.
Assess Satisfaction/Evaluation	Document the overall satisfaction with the project.
Bid Posting	Describe the methods and procedures to be used to identify, evaluate, and eliminate or minimize project risks.
Close Out the Project Records	Update and archive project documentation and make sure that all close out conditions have been met.
NTP	Profile the potential risks to the project by producing specific plans to reduce or eliminate high risk items before they become obstacles to successful project delivery.
Pre-Bid Meeting	Risk identification identifies the risks which if unmanaged could impact the project.
Review and Reconcile Financial Performance	Make sure that all invoices have been delivered and all payments made.
Warranty	Complete performance reviews for each team member, recognize efforts and accomplishments, and celebrate success.

Agnes Street Extension

FY 24 and FY 25 Funding



This project is vital and will offer mobility access, public safety, and by connecting developments south of SH 71. The extension of Agnes Street will reduce the response time of first responders to these rapidly developing areas on the southwest side of the City by providing an alternate route.

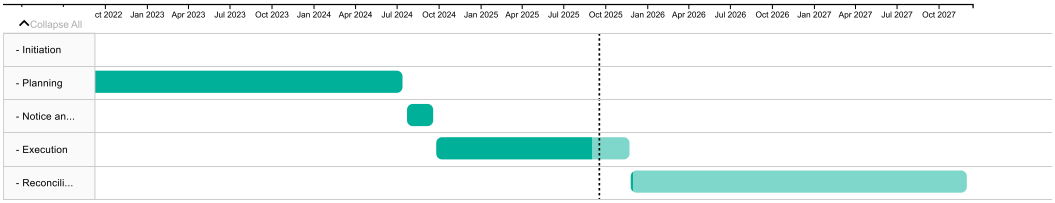


Capital Cost



The project was funded by a Texas General Land Office (GLO) Community Development Block Grant Mitigation funds (CDBG-MIT) grant that was awarded to the City in May 2021.

Agnes Street Extension Project

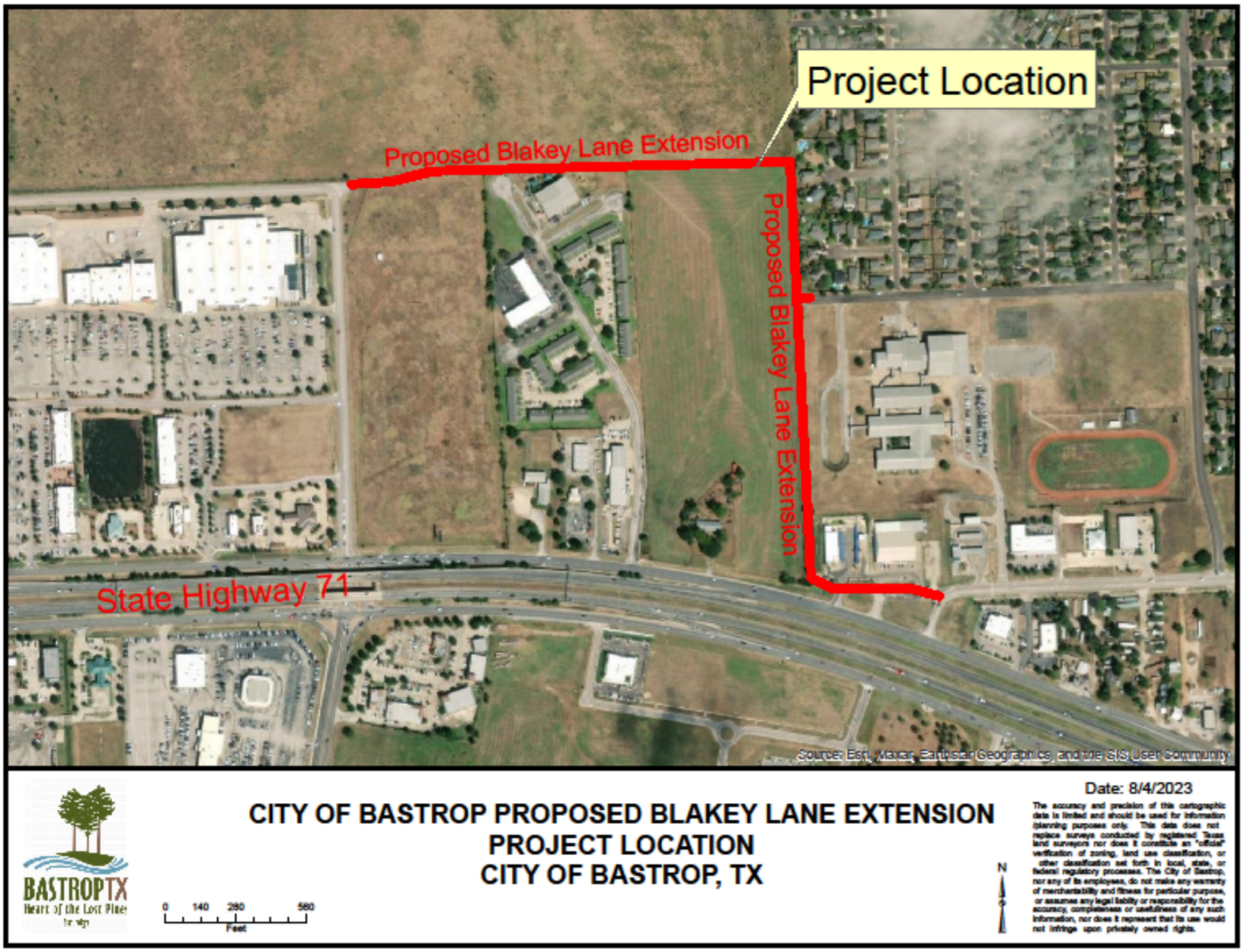


Project Task Name | Notes - Plain text

Microsoft Power BI 1 of 2

Blakey Lane Extension

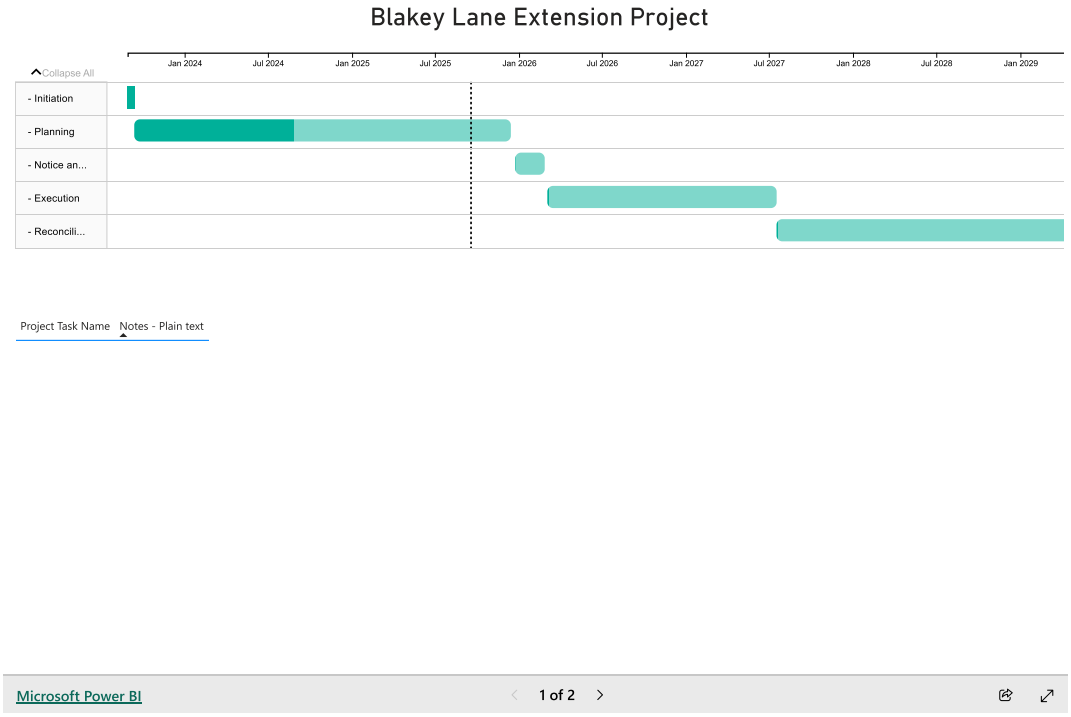
FY 23, FY 24, and FY 25 Funding



The Blakey Lane Extension project will extend Blakey Lane from Ed Burleson Lane East to Proposed Reed Way and Reed Way south to Old Austin Highway including associated water, wastewater, and storm improvements. Installation of a 24” waterline along Blakey

Lan from FM969 to Reed Way and a 35” wastewater interceptor from FM969 to Reed Way and south to connect to the existing manhole near Old Austin Highway. Opinion of cost is $7-8 million dollars.

This project will be funded by Transportation Impact Fees, Roadway Maintenance Fees, and Water and Wastewater funds.



Fairview Cemetery Improvements, Section 9 Development

Project Description

The Fairview Cemetery Columbaria project includes a new shelter, a columbarium, and concrete and paving improvements in Block 9. This project will deliver a viable alternative to in-ground burials.

The Fairview Cemetery Advisory Board has been developing a plan to expand plot availability in Section 9 for sale. Plot inventory is getting low in the open sections. In addition, an increase in cremations has helped to identify a need for a columbarium option for the internment of ashes. This section is undeveloped land, which is already owned by Fairview Cemetery, and is estimated to add approximately 1,148 plots/niches for sale. The City has previously worked with Luck Design Team LLC, on the planning of the unimproved area of Section 9.

Construction completion has been anticipated for Q1 of FY2026.

This project is funded via a loan from the General Fund in anticipation of revenues to the Cemetery Fund. Approximate costs are $675,000.



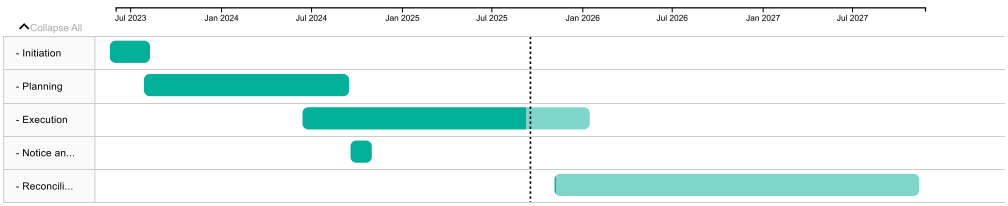
The newly constructed columns that support the columbaria shelter are covered in hand-picked masonry. The construction team recently installed the ADA-compliant benches, enhancing both accessibility and aesthetics of the site.

Funding Information

Project:	525-Cemetery Improvement - Block 9 Development										
	FY2025	$ 115,000		$ 405,345	$ 20,000						$ 540,345
	FY2026										$ -
	FY2027										$ -
	FY2028										$ -
	FY2029										$ -
	FY2030										$ -
	FY2031										$ -
	Total	$ 115,000	$ -	$ 405,345	$ 20,000	$ -	$ -	$ -	$ -	$ -	$ 540,345

Project Schedule

Fairview Cemetery Block 9 Project



Project Task Name	Notes - Plain text
Columbaria Delay	Pending delivery from Architarium.

Microsoft Power BI

Old Iron Bridge Rehabilitation

Rehabilitation of a historic piece of Bastrop

Project Description

The Old Iron Bridge Rehabilitation project is located adjacent to and parallel to the SH 150 bridge over the Colorado River. The existing bridge is comprised of 18 concrete approach spans and 3 structurally independent truss main spans. The bridge will require a full rehabilitation, including a concrete deck, steel truss components, installation of railing, and decorative lights. This project is scheduled to begin in early to mid-August of FY 25.

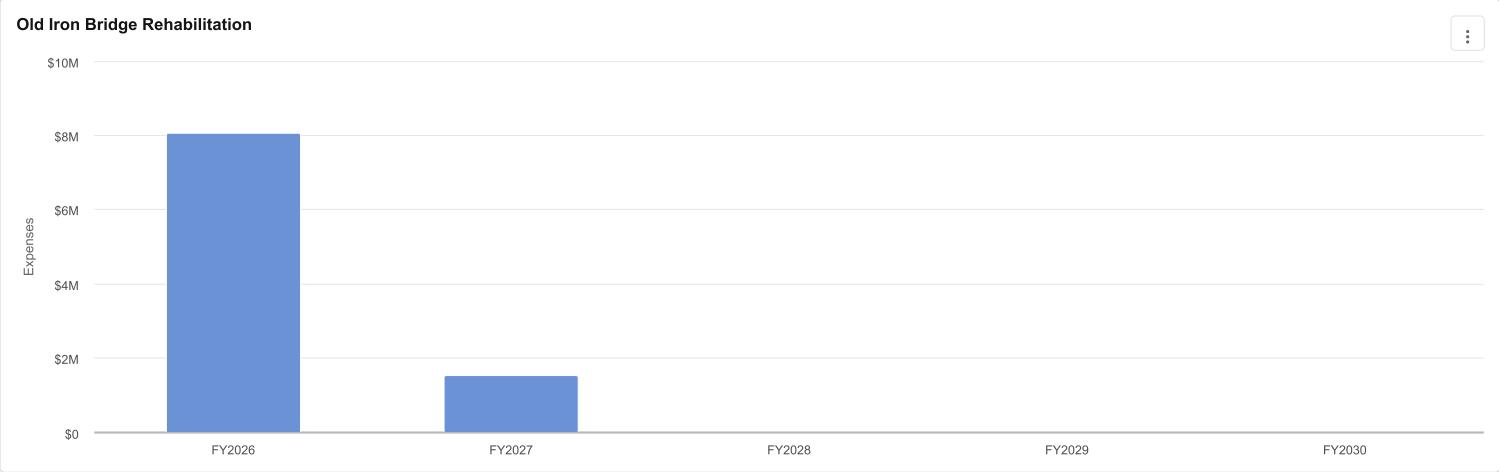


The "Old Iron Bridge" was constructed in 1923 from steel and concrete. In 1990, the bridge was added to the National Register of Historic Places. The once very busy thoroughfare was closed for vehicular traffic in 1992 and for pedestrian traffic in [illegible]er numerous inspections of the bridges' condition, the City entered into the rehabilitation process by contracting with Huitt-Zollars for design and Jay-Reese for construction services.

Funding Information

This project is partially funded from the CO Series 2018 and 2023 bond funds. The majority of the project will be funded by a 2025 debt issuance.

Capital Cost



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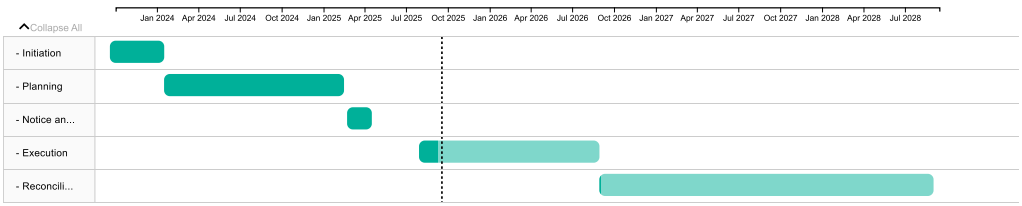
Old Iron Bridge Rehabilitation Project



Project Task Name | Notes - Plain text

Microsoft Power BI 1 of 2

SH 71 Pipe Bursting



Project Description

The SH 71 Pipe Bursting project involves pipe bursting 3720 LF of an existing 10” wastewater line, and increase it to a 12” wastewater line and installing an additional 700 LF of 15” wastewater line.

Funding Information

Project:	853-SH 71 West Pipe Bursting Project										
	FY2025	$ 70,000									$ 70,000
	FY2026		$ 200,000	$ 1,000,000	$ 75,000		$ 25,000	$ 25,000	$ 50,000	$ 90,000	$ 1,465,000
	FY2027										$ -
	FY2028										$ -
	FY2029										$ -
	FY2030										$ -
	FY2031										$ -
	Total	$ 70,000	$ 200,000	$ 1,000,000	$ 75,000	$ -	$ 25,000	$ 25,000	$ 50,000	$ 90,000	$ 1,535,000

Capital Cost



Project Schedule



Simsboro Aquifer Water Treatment Plant, Well Field and Transmission Facilities

Project Description

The Simsboro Aquifer Water Treatment Plant project is a new water treatment plant and a wellfield to replace the City's water supply from shallow alluvial wells, primarily fed by the Colorado River, to deep wells that draw from the Simsboro Aquifer. Conversion of the City's water supply source to deep groundwater wells will provide the City with reliable, resilient drinking water supply. The project consists of a new well field and production facilities inclusive of 4 wells permitted at 1,500 GPM, water collection piping and access roads, groundwater treatment facilities inclusive of a chemical and filter building, 0.5 MG GST, and transmission facilities.

Construction began in September 2022 and is scheduled for completion in Q4 of FY2025.



Funding Information

This project has been funded from CO Series 2020, 2021, and 2023 bond funds. The project costs of design and construction total $74.5 million.

Project Schedule


UNDER
CONSTRUCTION
BASTROPTX
Heart of the Lost Pines / Est. 1832
KOMATSU

Wastewater Treatment Plant #4



Project Description

Wastewater Treatment No.4 Improvements is a Design-Build project that involves a two-phase detailed study and project development effort for a 4 MGD MBR Wastewater Treatment Facility.

Wastewater Treatment No.4 will encompass new technology created specifically for the wastewater industry that is currently being implemented around the State of Texas. Early in the year, staff, our Mayor, and Council visited one of the plants in North Texas to view the new technology in action!

This project is currently in the design phase.

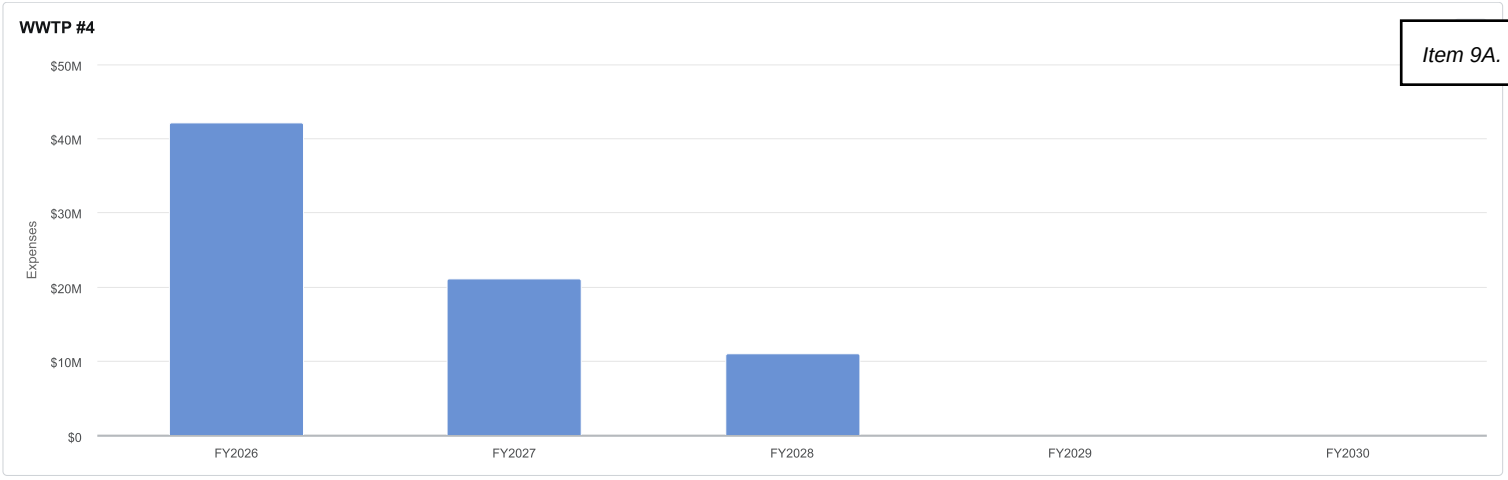
Funding Information

Project:	854-Wastewater Treatment Plant #4 - 6MGD										
	FY2025	$ 1,000,000					$ 5,000	$ 10,000		$ 100,000	$ 1,115,000
	FY2026			$ 40,000,000	$ 80,000			$ 50,000		$ 2,000,000	$ 42,130,000
	FY2027			$ 20,000,000	$ 65,000			$ 35,000		$ 1,000,000	$ 21,100,000
	FY2028			$ 10,000,000	$ 40,000			$ 20,000		$ 1,000,000	$ 11,060,000
	FY2029										$ -
	FY2030										$ -
	FY2031										$ -
	Total	$ 1,000,000	$ -	$ 70,000,000	$ 185,000	$ -	$ 5,000	$ 115,000	$ -	$ 4,100,000	$ 75,405,000

Funding Information

This project will be funded from the Capital Fund. Anticipated total project cost is $74,200,000.

Capital Cost



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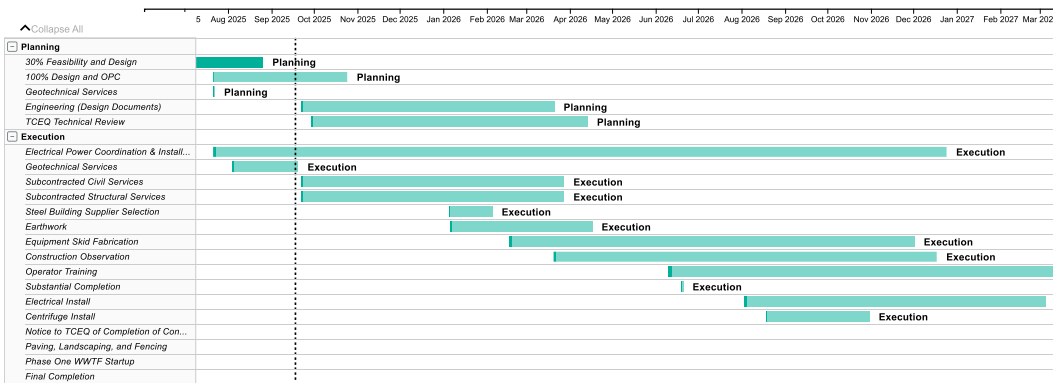
Project Schedule

Wastewater Treatment Plant #4



Name	Modified On
Wastewater Treatment Plant #4	09/16/2025

Microsoft Power BI 2 of 2

Five-Year Capital Improvement Plan (CIP)

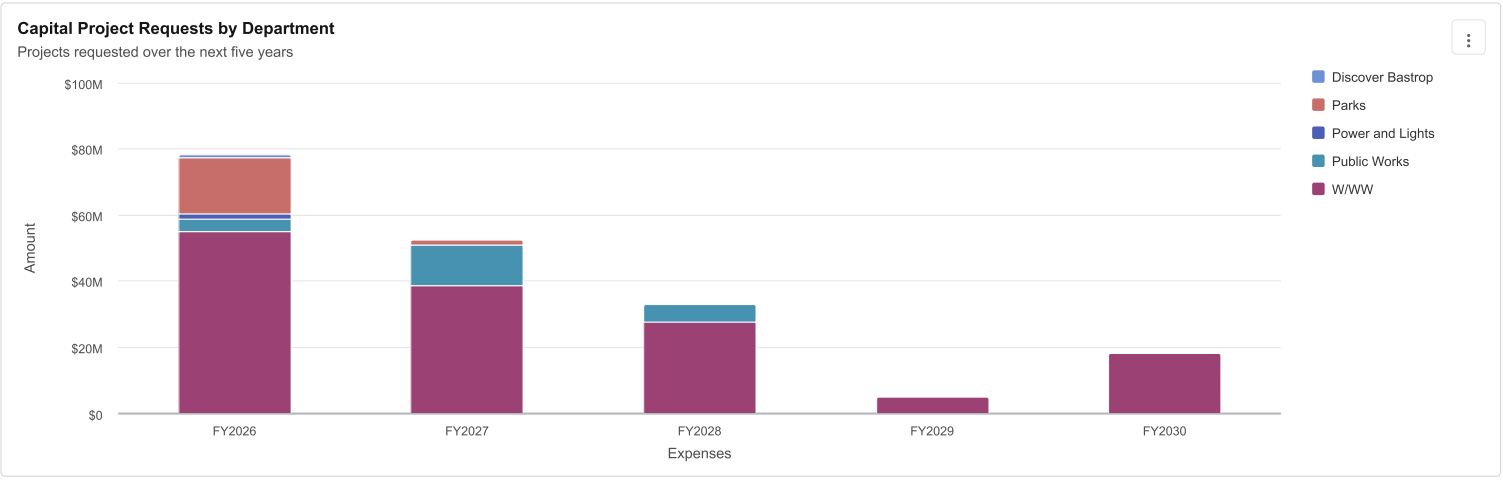
Capital Improvement Project Requests for FY2026-2030

Projected Expenditures for Capital Project Requests

	FY2026	FY2027	FY2028	FY2029	FY2030
Expenses					
Blakey Lane / Reed Way Road	$3,475,000	$9,305,000	$2,040,000	$0	$0
Pine Street House	$500,000	$0	$0	$0	$0
Shade Structures at Little League	$75,000	$0	$0	$0	$0
Veteran's Memorial	$500,000	$0	$0	$0	$0
German Casino	$500,000	$0	$0	$0	$0
Convention Center	$985,000	$0	$0	$0	$0
Rec Center (New)	$150,000	$0	$0	$0	$0
BP&L Fourth Feeder	$1,221,000	$0	$0	$0	$0
BP&L Mesquite Street Lines Rebuild	$180,000	$0	$0	$0	$0
Fisherman's Park	$675,000	$0	$0	$0	$0
Delgado Park	$1,831,820	$0	$0	$0	$0
Mayfest Park	$248,000	$0	$0	$0	$0
Fireman's Park	$370,000	$0	$0	$0	$0
Kerr Park	$50,000	$0	$0	$0	$0
Bark Park	$50,000	$0	$0	$0	$0
Elevated Storage Tank Valverde	$1,345,000	$6,175,000	$2,525,000	$0	$0
Ground Storage Tank Bob Bryant w/ Pump Station	$560,000	$2,525,000	$875,000	$0	$0
16" Transmission Line Bob Bryant to Valverde EST	$355,000	$1,390,000	$575,500	$0	$0
Distribution Lines from Valverde EST to System	$255,000	$818,250	$818,250	$0	$0
Blakey Lane 36" WW Line	$4,005,000	$0	$0	$0	$0
SH 71 Pipe Bursting	$1,415,000	$0	$0	$0	$0
OLD IRON BRIDGE	$8,055,000	$1,545,000	$0	$0	$0
Par 3 Golf Course	$800,000	$0	$0	$0	$0
BP&L 5 YR CAP PLAN	$74,000	$0	$0	$0	$0
Puerto Plata Rd	$0	$850,000	$3,300,000	$0	$0
Sidewalks - Settlement Dr	$50,000	$0	$0	$0	$0
Willow GST Replacement	$0	$1,115,000	$4,967,750	$1,437,750	$0
Mayfest Transfer Pump Rehab	$0	$63,000	$1,199,300	$1,199,300	$454,300
Water / Linden St Pipe Bursting	$1,220,000	$0	$0	$0	$0
Riverbank Stabilization	$3,113,820	$0	$0	$0	$0
WWTP #1 & #2 Rehab	$2,608,000	$0	$0	$0	$0
WWTP #5	$0	$157,000	$0	$0	$16,540,000
WWTP #4	$42,130,000	$21,100,000	$11,060,000	$0	$0
Lift Station Upgrades - Central	$0	$105,000	$1,165,000	$2,290,000	$1,165,000
Water Well - Simsboro WTP	$0	$60,000	$2,700,000	$0	$0

	FY2026	FY2027	FY2028	FY2029	0
24" Transmission Line to Bob Bryant	$910,000	$4,908,250	$1,403,250	$0	0
FM 20 EST connect to Valverde EST	$203,000	$340,000	$340,000	$0	$0
Bob Bryant Park Drainage Improvement	$300,000	$2,000,000	$0	$0	$0
Description pending	$25,000	$0	$0	$0	$0
EXPENSES TOTAL	**$78,234,640**	**$52,456,500**	**$32,969,050**	**$4,927,050**	**$18,159,300**

Total Funding Requested by Department



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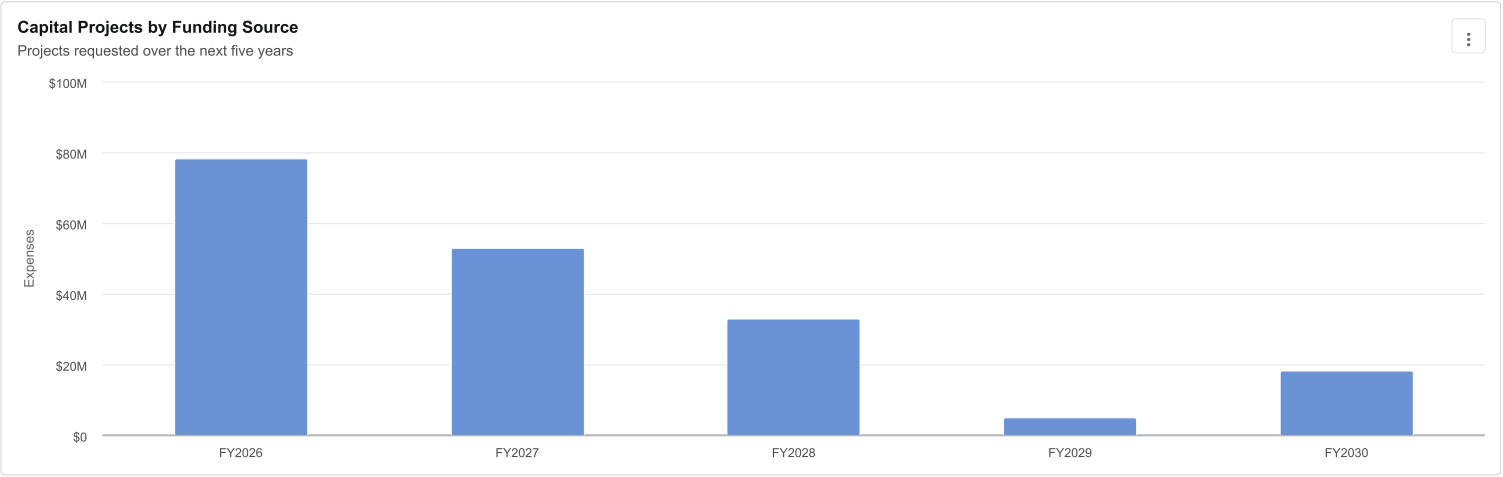
Total Funding Requested by Funding Source



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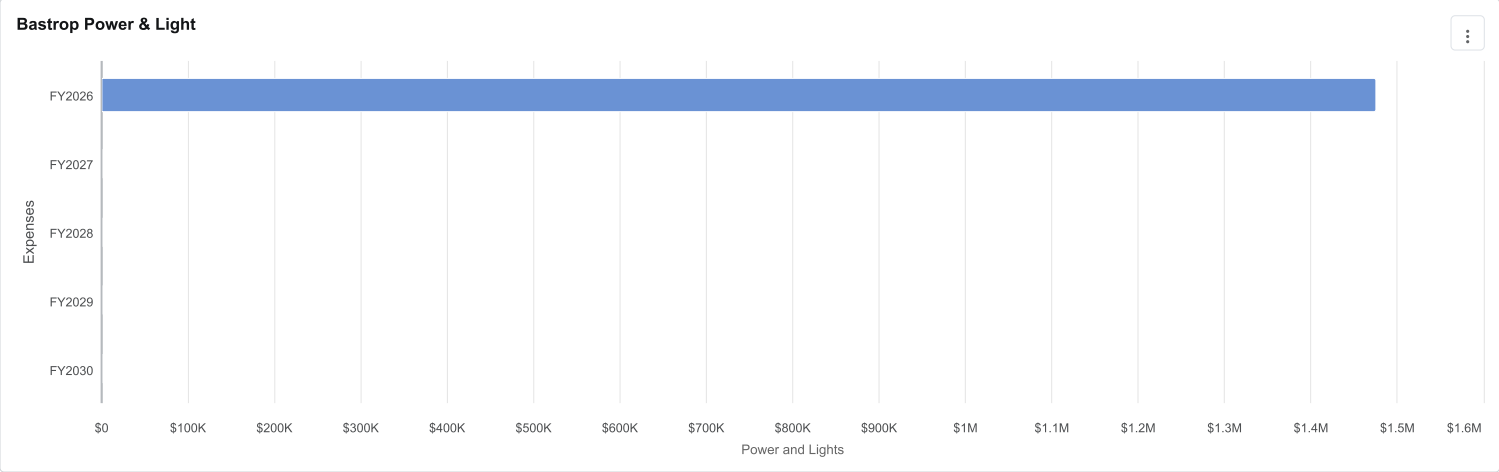
Bastrop Power & Light Projects

FY2026 - FY2030 Requests



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BP&L Five-Year System Study: $74,000

This is a 5-Year CIP program to include a study of the system, which will originate in project recommendations. The project will be designed in one year, and constructed the following fiscal years.

BP&L Fourth Feeder: $1,221,000

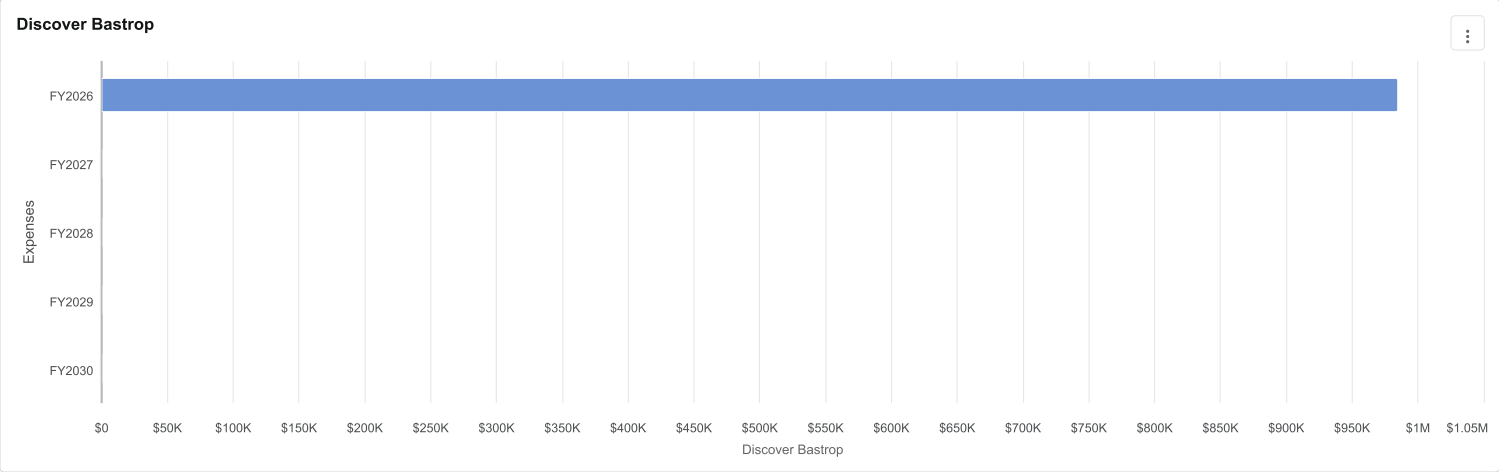
This project includes the addition of a new overhead power line from the Bastrop Substation. The new feeder will begin at the existing Bastrop Substation and end approximately 1.75 miles away at the Highway 95 and Farm Street intersection. Additionally, the new feeder will extend from SH21 to SH71 along Highway 95 for approximately .75 miles. The total length of the new feeder line is approximately 2.5 miles. This feeder will help balance the electric system and provide improved service capacity to citizens in this area.

BP&L Mesquite Street Lines Rebuild: $180,000

This project was initiated by the Lower Colorado River Authority (LCRA) and is fully reimbursable by LCRA once the project is completed. A study by LCRA found that the service lines on Mesquite Street are currently underbuilt and in need of improvement. LCRA has designed the project and it will be ready for construction in FY2026. McCord Engineering will oversee the bid process to secure contract labor for the project and BP&L will purchase the required materials. The single BP&L customer affected by this project will have their electric service transferred to Bluebonnet Electric for the construction duration. BP&L has a MOU at $9,000 with Bluebonnet in place for the transfer and return of the service as well as the cost of the customer's usage.

Discover Bastrop Projects

FY2026 - FY2030 Requests



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Convention Center Repairs: $985,000

The Bastrop Convention Center is slated for approximately $985,000 in critical capital improvements in FY 2026. These upgrades are necessary to maintain the facility's functionality, comfort, and appeal as a key driver of tourism and economic activity. Funding for these improvements will be supported through Hotel Occupancy Tax (HOT) revenues, in alignment with allowable tourism-related expenditures.

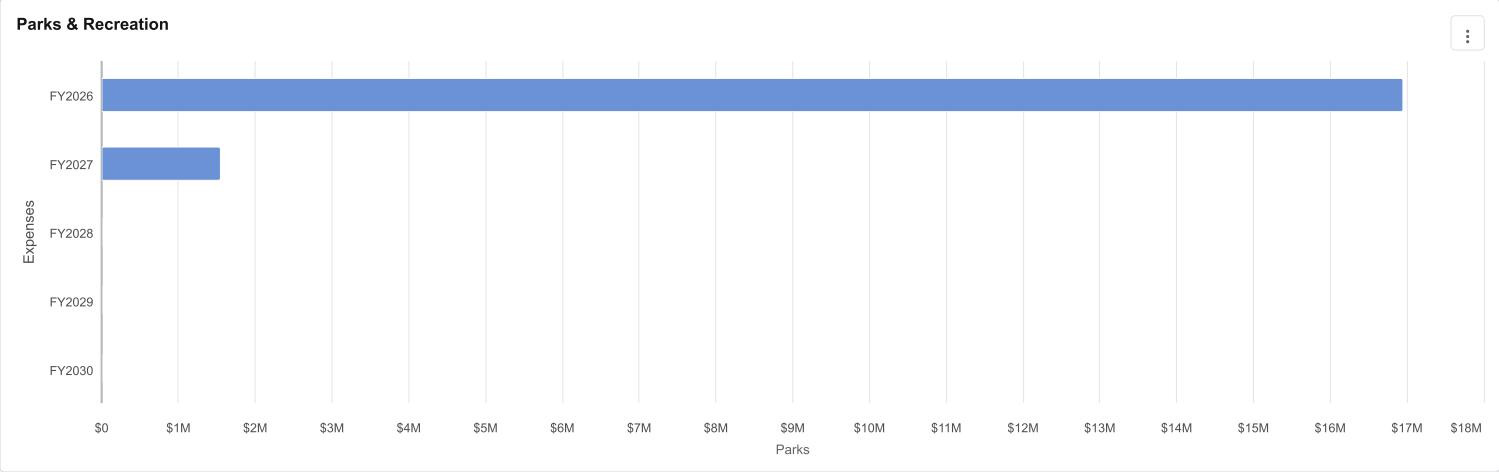
Planned improvements include:

- Roof replacement
- HVAC system upgrades
- Irrigation system repairs
- New carpet installation
- Replacement of chairs and other essential event furnishings

These updates will ensure the Convention Center remains a competitive, high-quality venue capable of attracting meetings, conferences, and community events, all of which contribute directly to local tourism and overnight stays.

Parks & Recreation Projects

FY2026 - FY2030 Requests



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Bark Park Improvements: $50,000

This project consists of improvements to the Bark Park.

Colorado Riverbank Stabilization: $3,113,820

This project is to stabilize the erosion of the Colorado riverbank and trail from Ferry Park to Fisherman's Park. This project is contingent upon grant award. A grant application was submitted to the General Land Office in FY2025 and is under review.

Delgado Park Improvements: $1,400,000

This project includes improvements to Delgado Park.

Ferry Park Improvements: $25,000

This project consists of improvements to Ferry Park.

Fireman's Park Improvements: $270,000

The Parks Master Plan called for various improvements to the Fireman's Park. This includes a new fire department-themed playscape and seating.

Fisherman's Park Improvements: $675,000

This project consists of improvements to the existing splash pad at Fisherman's Park.

German Casino: $500,000

This project consists of a new German Casino on the grounds of the Convention Center.

Kerr Park Improvements: $50,000

Mayfest Park Improvements: $250,000

The Parks Master Plan called for various improvements to Mayfest Park and the trail system. This includes a new pavilion and playscape.

Old Iron Bridge Rehabilitation: $9,230,000

This project is to rehabilitate the Old Iron Bridge and create a park space for pedestrians to enjoy. The rehabilitation of the Old Iron Bridge will improve pedestrian connectivity across the Colorado River. An engineering design is already completed, with construction starting in FY2025 Q4. The project is expected to be completed by the end of 2026.

Par 3 Golf Course: $800,000

This project is for the construction of a Par 3 Golf Course.

Pine Street House: $500,000

Purchase of 1305 Pine Street.

Recreation Center: $150,000

This project consists of planning and land acquisition for a future recreation center. Planning and land acquisition costs are contingent upon grant award.

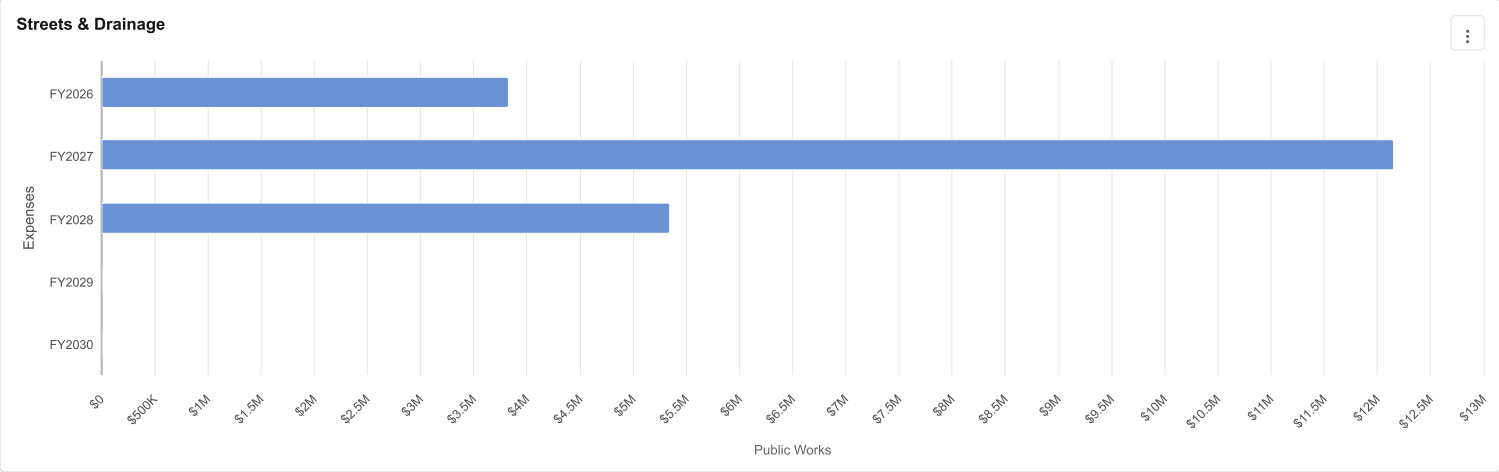
Shade Structures at Little League: $75,000

Veteran's Memorial: $500,000

This project consists of the creation of a new Veteran's Memorial (location TBD).

Streets & Drainage Projects

FY2026 - FY2030 Requests



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Blakey Lane Extension/Reed Way Road: $14,820,000

This project is to extend Blakey Lane to Old Austin Hwy. This will create additional egress paths and add additional capacity for roadways adjacent to SH 71. The extension of water and wastewater will occur with this project. The project is at 100% design, but the City is making changes to the roundabout design. The right-of-way and easements are still being acquired.

Bob Bryant Park Drainage Improvements: $2,300,000

This project is to make drainage improvements in Bob Bryant Park. Past flooding has caused significant washout and erosion to the drainage from the neighborhood to the river. Repairs are needed to prevent continued damage during future large rain events.

Puerto Plata Road: $4,150,000

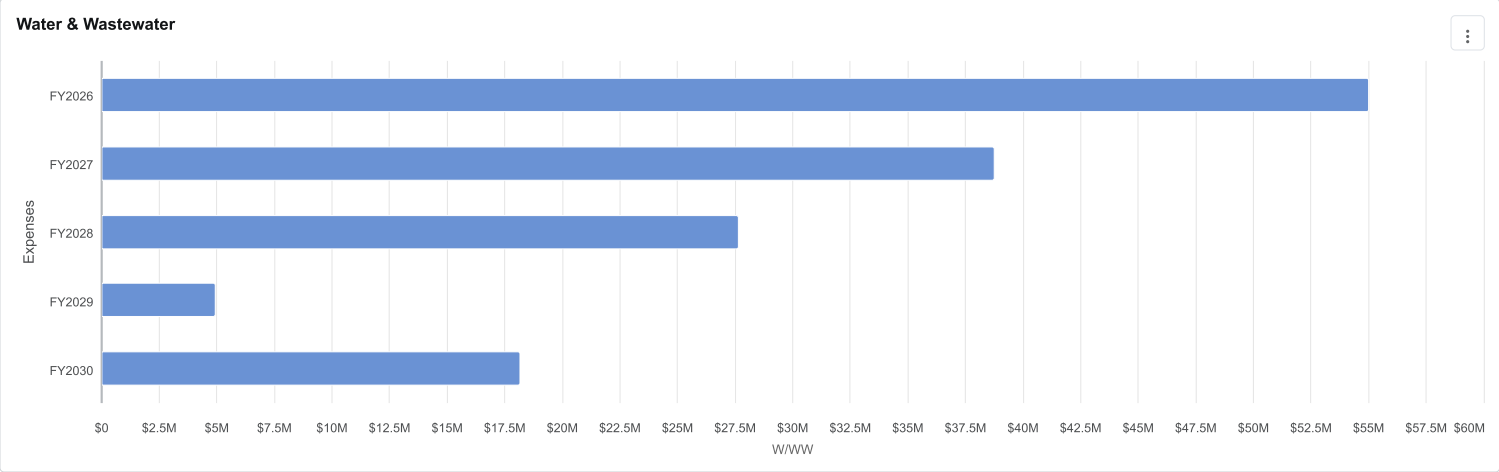
This project is to extend the roadway from FM 20 to FM 969 through the Valverde subdivision. The easements have been fully acquired but the section still needs to be designed. The extension of FM 20 to FM 969 will create additional egress points from FM 969.

Sidewalks - Settlement Drive: $50,000

This project is to install sidewalks along Settlement Drive for pedestrian safety. There are limited sidewalks in the area, and as the roadway expands, it will be important to provide sidewalk connectivity for pedestrians.

Water & Wastewater Projects

FY2026 - FY2030 Requests



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Water Projects

Water project requests for FY2026-2030.

16" Water Transmission Line from Bob Bryant to Valverde EST: $2,320,500

This project involves the construction of a new 16-inch transmission water line from the Bob Bryant Pump Station to the Valverde elevated storage tank (EST) .

24" Water Transmission Line from Simsboro WTP to Bob Bryant Pump Station: $7,221,500

This project will extend a 24-inch water transmission line from the Simsboro Aquifer Water Treatment Plant to the Bob Bryant Pump Station. This project will provide additional water service to the west side of the city.

Distribution Line from Valverde EST to System: $1,891,500

This project involves construction of a new water line, connecting to the existing water lines along SH 71 and continuing north and west through the proposed Valverde development.

Elevated Storage Tank in Valverde: $10,045,000

This project includes the construction of a new 2.0 million gallons per day (MGD) elevated storage tank. The new tank will be constructed at the northwest corner of the Valverde development with an overflow elevation of 655 feet. The tank will serve customers in Pressure Zone 3.

Ground Storage Tank in Bob Bryant w/ Pump Station: $3,960,000

This project involves an expansion of the Bob Bryant Pump Station capacity to 4.2 million gallons per day (MGD) by adding a third pump. The expansion is to provide additional pumping capacity to serve growth in Pressure Zone 1.

Mayfest Transfer Pump Rehabilitation: $2,915,900

This project involves an expansion and rehabilitation of the Mayfest Transfer Pump Station in which aged pumps would be replaced. The expansion would provide additional pumping capacity to meet demand.

Simsboro Water Treatment Plant Additional Water Well: $2,760,000

This project is to drill an additional water well for the Simsboro Aquifer Water Treatment Plant.

Water Line from FM 20 EST to Valverde EST: $883,000

This project involves constructing a 16- or 24-inch water line from Valverde elevated storage tank (EST) to the FM 20 EST to provide an additional water supply. This project will improve system connectivity and reliability.

Willow Ground Storage Tank Replacement and High Service Pump Rehabilitation: $7,520,500

This project includes the construction of a new 1.25 million gallons per day (MGD) ground storage tank (GST) at the Willow site. This will replace an existing GST that is in declining condition.

Wastewater Projects

Wastewater project requests for FY2026-2030.

Blakey Lane 36" Wastewater Line: $4,005,000

This project is at 100% design. The easements are currently being obtained, and the construction of this line will be conducted jointly with the extension of Blakey Lane.

Citywide Wastewater Lift Station Upgrades & Rehabilitation: $4,725,000

This project will upgrade the existing wastewater lift station to meet demand and growth.

Water St. & Linden St. Pipe Bursting: $1,220,000

This project will replace aged wastewater pipe under streets before the streets are repaired or replaced.

SH 71 West Pipe Bursting: $1,465,000

This project is currently at 100% design. The final project manual and bid documents are being put together. This will increase capacity in the wastewater lines along SH 71 from FM 969 to the Reed Ranch project. The line will be increased from a 10-inch to a 15-inchc through pipe bursting.

Wastewater Treatment Plant #1 and #2 Rehabilitation: $2,608,000

This project will involve rehabilitating Wastewater Treatment Plants (WWTP) #1 and #2 to extend their useful life until a replacement solution is designed. The project is already designed and a construction contract has been awarded.

Wastewater Treatment Plant #4 (6MGD): $74,290,000

This project is to expand the capacity of the Wastewater Treatment Plant (WWTP) #3. The current plant is designed for 2.0 million gallons per day (MGD). The City is in the process of designing the expansion to an additional 6.0 MGD at the site of the WWTP #3.

Wastewater Treatment Plant #5: $16,697,000

This project will be to study and design a replacement Wastewater Treatment Plant (WWTP) for #1 and #2. This will add a 2.0 million gallons per day (MGD) plant to replace the existing plants.

Appendix

A roadmap to the Budget Book

Glossary of Terms

Financial Policy

Purchasing Policy

STAFF REPORT

MEETING DATE: September 23, 2025

TITLE:

Conduct a public hearing and consider and act on the first reading of Ordinance No. 2025-72, Adopting the tax roll, adopting the tax rate, and levying ad valorem taxes for the Fiscal Year 2025-2026 to provide revenue for the payment of budgeted municipal expenditures; and providing for tax assessment; records; severability; an effective date; and proper notice and meeting; and move to include on the September 30, 2025, agenda for a second reading.

AGENDA ITEM SUBMITTED BY:

Submitted by: Sylvia Carrillo-Trevino, ICMA-CM, CPM, City Manager

BACKGROUND/HISTORY:

Ad valorem taxes (property 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 $0.3217 and an I&S rate of $0.1962 for a total tax rate of $0.5179 per $100 of taxable value. The final budget is prepared with an O&M rate of $0.3457 and an I&S rate of $0.17222 for a total tax rate of $0.5179 per $100 of taxable value. The reduction in the tax rate is due to the debt issuance being reduced from $20M to $15M, with only interest due in the first year.

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 a public hearing on its proposed ad valorem tax rate each year if such rate exceeds the voter-approval tax rate or no-new-revenue tax rate, whichever is lower. The no-new-revenue tax rate and the voter-approval 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 proposed tax rate that was published is $0.5179 which is the no-new-revenue tax rate.

TAX RATE						
Fiscal Year	Property Tax Rate	No-New-Revenue Tax Rate	No-New-Revenue M&O Tax Rate	Proposed M&O Tax Rate	Voter-Approval Tax Rate	Debt Rate
2025-2026 Option B	0.5040	0.5179	0.3457	0.3318	0.5262	0.1722
2025-2026 Option A - Advertised	0.5179	0.5179	0.3457	0.3457	0.5262	0.1722
2024-2025	0.4994	0.5025	0.3061	0.3032	0.5165	0.1962
2023-2024	0.4994	0.4832	0.2985	0.3032	0.5051	0.1962

FISCAL IMPACT:
This item is the annual ad valorem tax assessment for FY 2025-2026.

The no-new revenue rate is 0.5179, due to a decrease in valuations to $304,351 from last year's value of $307,203.

Adoption of the $0.5179 results in a net increase to residents of $42.

Adoption of the $0.5040 results in a net increase to residents of $0.

Both tax rates draw down surplus fund balance in the General Fund.

The $0.5040 draws down excess fund balance to over required to $274,159.

The $0.5179 draws down excess fund balance to over required to $408,420.

Revenue and Expense Amendments								
Based on Overall Valuation of $1,652,283,458								
$0.5040				$0.5125			$0.5179	
$	8,494,058.80	Revenue		$ 8,637,311.78	Revenue		$ 8,728,319.55	Revenue
$	2,903,769	Debt - Reduced due to $15M issuance, not $20M		$ 2,903,769	Debt - Reduced due to $15M issuance, not $20M		$ 2,903,769	Debt - Reduced due to $15M issuance, not $20M
$	5,590,290	Available for M&O		$ 5,733,543	Available for M&O		$ 5,824,551	Available for M&O
$	6,305,880	Original budget expenses		$ 6,305,880	Original budget expenses		$ 6,305,880	Original budget expenses
$	(715,590)	Deficit		$ (572,337)	Deficit		$ (481,329)	Deficit
$	200,000	Reduce staff hire to 3rd quarter		$ 100,000	Reduce staff hire to the 2nd quarter		$ 100,000	Reduce staff hire to the 2nd quarter
$	155,113.00	VERF Error		$ 155,113.00	VERF Error		$ 155,113.00	VERF Error
$	5,945,402.80	Revised Proposed Expenses		$ 5,988,655.78	Revised Proposed Expenses		$ 6,079,663.55	Revised Proposed Expenses
$	100,000.00	Additional Sales Tax projection		$ 100,000.00	Additional Sales Tax projection		$ 100,000.00	Additional Sales Tax projection
$	(260,477.20)	Total		$ (217,224.22)	Total		$ (126,216.45)	Total
$	534,636.00	Available Fund Balance		$ 534,636.00	Available Fund Balance		$ 534,636.00	Available Fund Balance
$	274,158.80	Projected Ending Fund Balance		$ 317,411.78	Projected Ending Fund Balance		$ 408,419.55	Projected Ending Fund Balance

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 $0.5179 PER $100 VALUATION, WHICH IS EFFECTIVELY A 3.7 PERCENT INCREASE IN THE TAX RATE."***

That motion may be made with either Option A or Option B.

> ***"I MOVE THAT THE PROPERTY TAX RATE BE INCREASED BY THE ADOPTION OF A TAX RATE OF $0.5040 PER $100 VALUATION, WHICH IS EFFECTIVELY A 0.92 PERCENT INCREASE IN THE TAX RATE."***

ATTACHMENTS:

- Ordinance No. 2025-72
- Truth-in Taxation Worksheet

ORDINANCE NO. 2025-72

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, ADOPTING THE 2025 TAX ROLL, LEVYING THE AD VALOREM TAXES FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2025, AND ENDING SEPTEMBER 30, 2026, TO PROVIDE REVENUE FOR THE PAYMENT OF BUDGETED EXPENDITURES; PROVIDING FOR ASSESSMENT AND COLLECTION; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE; AND FINDING PROPER NOTICE AND MEETING.

WHEREAS, the City Council of the City of Bastrop, Texas, has approved the budget for the Fiscal Year 2025-2026 in accordance with Chapter 102, Texas Local Government Code; and

WHEREAS, the Bastrop Central Appraisal District has prepared and certified the appraisal roll for the City for the 2025 tax year; and

WHEREAS, the City Council has conducted a duly posted public hearing on the proposed tax rate as required by Chapter 26, Texas Tax Code; and

WHEREAS, the City Council finds it necessary to adopt a tax rate to fund the maintenance and operations of the City government and to pay the City's debt service obligations.

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

SECTION 1. Adoption of Tax Roll

The certified appraisal roll for the City of Bastrop, Texas, as prepared by the Bastrop Central Appraisal District for the 2025 tax year, is hereby approved and adopted as the tax roll for the City.

SECTION 2. Levy of Tax Rate

There is hereby levied and ordered collected for the City of Bastrop for the Fiscal Year beginning October 1, 2025, and ending September 30, 2026, upon all taxable property situated within the corporate limits of the City, and not exempt by the Constitution or laws of the State of Texas, a total ad valorem tax rate of $0.5179 per $100 of taxable valuation, which is apportioned as follows:

- $0.3457 per $100 valuation for the purpose of maintenance and operations of the City government; and

- $0.1722 per $100 valuation for the payment of principal and interest on the City's outstanding debt (Interest & Sinking Fund).

SECTION 3. Assessment and Collection

The Bastrop County Tax Assessor-Collector is hereby authorized to assess and collect the taxes levied herein, keeping appropriate records in accordance with law, and to remit collections to the

City as provided by contract and state law.

SECTION 4. Compliance with Truth-in-Taxation Requirements

This tax rate will raise more property taxes for maintenance and operations than last year's tax rate, and the City Council hereby finds that all notices, publications, and hearings required by Chapter 26 of the Texas Tax Code have been properly given and conducted.

SECTION 5. Severability

If any section, subsection, paragraph, sentence, clause, phrase, or word of this Ordinance is declared invalid or unconstitutional by a court of competent jurisdiction, such holding shall not affect the validity of the remaining provisions of this Ordinance.

SECTION 6. Effective Date

This Ordinance shall take effect immediately upon its adoption by the City Council.

SECTION 7. Proper Notice and Meeting

It is hereby officially found and determined that the meeting at which this Ordinance was adopted was open to the public as required by law, and that public notice of the time, place, and subject matter of the meeting was given as required by the Texas Open Meetings Act.

READ & ACKNOWLEDGED on First Reading on the 23rd day of September 2025.

READ & APPROVED on the Second Reading on the 30th day of September 2025.

APPROVED:

***by*: _____**
Ishmael Harris, Mayor

ATTEST:

_____
Michael Muscarello, City Secretary

APPROVED AS TO FORM:

_____
City Attorney
Denton Navarro Rocha Bernal & Zech, P.C.

2025 Tax Rate Calculation Worksheet
Taxing Units Other Than School Districts or Water Districts

Form 50

CITY OF BASTROP
Taxing Unit Name

(512) 332-8823
Phone *(area code and number)*

PO Box 427, Bastrop, TX, 78602
Taxing Unit's Address, City, State, ZIP Code

www.cityofbastrop.org
Taxing Unit's Website Address

GENERAL INFORMATION: Tax Code Section 26.04(c) requires an officer or employee designated by the governing body to calculate the no-new-revenue (NNR) tax rate and voter-approval tax rate for the taxing unit. These tax rates are expressed in dollars per $100 of taxable value calculated. The calculation process starts after the chief appraiser delivers to the taxing unit the certified appraisal roll and the estimated values of properties under protest. The designated officer or employee shall certify that the officer or employee has accurately calculated the tax rates and used values shown for the certified appraisal roll or certified estimate. The officer or employee submits the rates to the governing body by Aug. 7 or as soon thereafter as practicable.

School districts do not use this form, but instead use Comptroller Form 50-859 *Tax Rate Calculation Worksheet, School District without Chapter 313 Agreements* or Comptroller Form 50-884 *Tax Rate Calculation Worksheet, School District with Chapter 313 Agreements.*

Water districts as defined under Water Code Section 49.001(1) do not use this form, but instead use Comptroller Form 50-858 *Water District Voter-Approval Tax Rate Worksheet for Low Tax Rate and Developing Districts* or Comptroller Form 50-860 *Developed Water District Voter-Approval Tax Rate Worksheet.*

The Comptroller's office provides this worksheet to assist taxing units in determining tax rates. The information provided in this worksheet is offered as technical assistance and not legal advice. Taxing units should consult legal counsel for interpretations of law regarding tax rate preparation and adoption.

SECTION 1: No-New-Revenue Tax Rate

The NNR tax rate enables the public to evaluate the relationship between taxes for the prior year and for the current year based on a tax rate that would produce the same amount of taxes (no new taxes) if applied to the same properties that are taxed in both years. When appraisal values increase, the NNR tax rate should decrease.

The NNR tax rate for a county is the sum of the NNR tax rates calculated for each type of tax the county levies.

While uncommon, it is possible for a taxing unit to provide an exemption for only maintenance and operations taxes. In this case, the taxing unit will need to calculate the NNR tax rate separately for the maintenance and operations tax and the debt tax, then add the two components together.

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
1.	**Prior year total taxable value.** Enter the amount of the prior year taxable value on the prior year tax roll today. Include any adjustments since last year's certification; exclude Tax Code Section 25.25(d) one-fourth and one-third over-appraisal corrections from these adjustments. Exclude any property value subject to an appeal under Chapter 42 as of July 25 (will add undisputed value in Line 6). This total includes the taxable value of homesteads with tax ceilings (will deduct in Line 2) and the captured value for tax increment financing (adjustment is made by deducting TIF taxes, as reflected in Line 17).[1]	$ 1,876,702,297
2.	**Prior year tax ceilings.** Counties, cities and junior college districts. Enter the prior year total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing unit adopted the tax ceiling provision last year or a prior year for homeowners age 65 or older or disabled, use this step.[2]	$ 233,622,528
3.	**Preliminary prior year adjusted taxable value.** Subtract Line 2 from Line 1.	$ 1,643,079,769
4.	**Prior year total adopted tax rate.**	$ 0.4994 /$100
5.	**Prior year taxable value lost because court appeals of ARB decisions reduced the prior year's appraised value.** **A. Original prior year ARB values:** $ 42,018,533 **B. Prior year values resulting from final court decisions:** - $ 36,272,475 **C. Prior year value loss.** Subtract B from A.[3]	$ 5,746,058
6.	**Prior year taxable value subject to an appeal under Chapter 42, as of July 25.** **A. Prior year ARB certified value:** $ 31,179,843 **B. Prior year disputed value:** - $ 14,314,047 **C. Prior year undisputed value.** Subtract B from A.[4]	$ 16,865,796
7.	**Prior year Chapter 42 related adjusted values.** Add Line 5C and Line 6C.	$ 22,611,854

[1] Tex. Tax Code §26.012(14)
[2] Tex. Tax Code §26.012(14)
[3] Tex. Tax Code §26.012(13)
[4] Tex. Tax Code §26.012(13)

Line	No-New-Revenue Tax Rate Worksheet	Amoun
8.	**Prior year taxable value, adjusted for actual and potential court-ordered adjustments.** Add Line 3 and Line 7.	$ 1,665,691,623
9.	**Prior year taxable value of property in territory the taxing unit deannexed after Jan. 1, 2024.** Enter the prior year value of property in deannexed territory. [5]	$ 126,891
10.	**Prior year taxable value lost because property first qualified for an exemption in the current year.** If the taxing unit increased an original exemption, use the difference between the original exempted amount and the increased exempted amount. Do not include value lost due to freeport, goods-in-transit, temporary disaster exemptions. Note that lowering the amount or percentage of an existing exemption in the current year does not create a new exemption or reduce taxable value. **A. Absolute exemptions.** Use prior year market value: $ 1,940,062 **B. Partial exemptions.** Current year exemption amount or current year percentage exemption times prior year value: + $ 2,751,711 **C. Value loss.** Add A and B. [6]	$ 4,691,773
11.	**Prior year taxable value lost because property first qualified for agricultural appraisal (1-d or 1-d-1), timber appraisal, recreational/ scenic appraisal or public access airport special appraisal in the current year.** Use only properties that qualified for the first time in the current year; do not use properties that qualified in the prior year. **A. Prior year market value:** $ 0 **B. Current year productivity or special appraised value:** - $ 0 **C. Value loss.** Subtract B from A. [7]	$ 0
12.	**Total adjustments for lost value.** Add Lines 9, 10C and 11C.	$ 4,818,664
13.	**Prior year captured value of property in a TIF.** Enter the total value of the prior year captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which the prior year taxes were deposited into the tax increment fund. [8] If the taxing unit has no captured appraised value in line 18D, enter 0.	$ 0
14.	**Prior year total value.** Subtract Line 12 and Line 13 from Line 8.	$ 1,660,872,959
15.	**Adjusted prior year total levy.** Multiply Line 4 by Line 14 and divide by $100.	$ 8,294,399
16.	**Taxes refunded for years preceding the prior tax year.** Enter the amount of taxes refunded by the taxing unit for tax years preceding the prior tax year. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for the prior tax year. This line applies only to tax years preceding the prior tax year. [9]	$ 97,908
17.	**Adjusted prior year levy with refunds and TIF adjustment.** Add Lines 15 and 16. [10]	$ 8,392,307
18.	**Total current year taxable value on the current year certified appraisal roll today.** This value includes only certified values or certified estimate of values and includes the total taxable value of homesteads with tax ceilings (will deduct in Line 20). These homesteads include homeowners age 65 or older or disabled. [11] **A. Certified values:** $ 1,779,768,019 **B. Counties:** Include railroad rolling stock values certified by the Comptroller's office: + $ 0 **C. Pollution control and energy storage system exemption:** Deduct the value of property exempted for the current tax year for the first time as pollution control or energy storage system property: - $ 0 **D. Tax increment financing:** Deduct the current year captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which the current year taxes will be deposited into the tax increment fund. Do not include any new property value that will be included in Line 23 below. [12] - $ 0 **E. Total current year value.** Add A and B, then subtract C and D.	$ 1,779,768,019

[5] Tex. Tax Code §26.012(15)
[6] Tex. Tax Code §26.012(15)
[7] Tex. Tax Code §26.012(15)
[8] Tex. Tax Code §26.03(c)
[9] Tex. Tax Code §26.012(13)
[10] Tex. Tax Code §26.012(13)
[11] Tex. Tax Code §26.012, 26.04(c-2)
[12] Tex. Tax Code §26.03(c)

Line	No-New-Revenue Tax Rate Worksheet	Amount
19.	**Total value of properties under protest or not included on certified appraisal roll.** [13] **A. Current year taxable value of properties under protest.** The chief appraiser certifies a list of properties still under ARB protest. The list shows the appraisal district's value and the taxpayer's claimed value, if any, or an estimate of the value if the taxpayer wins. For each of the properties under protest, use the lowest of these values. Enter the total value under protest. [14] ..... $ 94,657,639 **B. Current year value of properties not under protest or included on certified appraisal roll.** The chief appraiser gives taxing units a list of those taxable properties that the chief appraiser knows about but are not included in the appraisal roll certification. These properties also are not on the list of properties that are still under protest. On this list of properties, the chief appraiser includes the market value, appraised value and exemptions for the preceding year and a reasonable estimate of the market value, appraised value and exemptions for the current year. Use the lower market, appraised or taxable value (as appropriate). Enter the total value of property not on the certified roll. [15] ..... + $ 0 **C. Total value under protest or not certified.** Add A and B.	$ 94,657,639
20.	**Current year tax ceilings.** Counties, cities and junior colleges enter current year total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing unit adopted the tax ceiling provision in the prior year or a previous year for homeowners age 65 or older or disabled, use this step.[16]	$ 222,142,200
21.	**Current year total taxable value.** Add Lines 18E and 19C. Subtract Line 20. [17]	$ 1,652,283,458
22.	**Total current year taxable value of properties in territory annexed after Jan. 1, of the prior year.** Include both real and personal property. Enter the current year value of property in territory annexed. [18]	$ 65,365
23.	**Total current year taxable value of new improvements and new personal property located in new improvements.** New means the item was not on the appraisal roll in the prior year. An improvement is a building, structure, fixture or fence erected on or affixed to land. New additions to existing improvements may be included if the appraised value can be determined. New personal property in a new improvement must have been brought into the taxing unit after Jan. 1, of the prior year and be located in a new improvement. New improvements **do** include property on which a tax abatement agreement has expired for the current year. [19]	$ 31,798,842
24.	**Total adjustments to the current year taxable value.** Add Lines 22 and 23.	$ 31,864,207
25.	**Adjusted current year taxable value.** Subtract Line 24 from Line 21.	$ 1,620,419,251
26.	**Current year NNR tax rate.** Divide Line 17 by Line 25 and multiply by $100. [20]	$ 0.5179 /$100
27.	**COUNTIES ONLY.** Add together the NNR tax rates for each type of tax the county levies. The total is the current year county NNR tax rate. [21]	$ 0.0000 /$100

SECTION 2: Voter-Approval Tax Rate

The voter-approval tax rate is the highest tax rate that a taxing unit may adopt without holding an election to seek voter approval of the rate. The voter-approval tax rate is split into two separate rates:

1. **Maintenance and Operations (M&O) Tax Rate:** The M&O portion is the tax rate that is needed to raise the same amount of taxes that the taxing unit levied in the prior year plus the applicable percentage allowed by law. This rate accounts for such things as salaries, utilities and day-to-day operations.
2. **Debt Rate:** The debt rate includes the debt service necessary to pay the taxing unit's debt payments in the coming year. This rate accounts for principal and interest on bonds and other debt secured by property tax revenue.

The voter-approval tax rate for a county is the sum of the voter-approval tax rates calculated for each type of tax the county levies. In most cases the voter-approval tax rate exceeds the no-new-revenue tax rate, but occasionally decreases in a taxing unit's debt service will cause the NNR tax rate to be higher than the voter-approval tax rate.

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
28.	**Prior year M&O tax rate.** Enter the prior year M&O tax rate.	$ 0.3032 /$100
29.	**Prior year taxable value, adjusted for actual and potential court-ordered adjustments.** Enter the amount in Line 8 of the *No-New-Revenue Tax Rate Worksheet.*	$ 1,665,691,623

[13] Tex. Tax Code §26.01(c) and (d)
[14] Tex. Tax Code §26.01(c)
[15] Tex. Tax Code §26.01(d)
[16] Tex. Tax Code §26.012(6)(B)
[17] Tex. Tax Code §26.012(6)
[18] Tex. Tax Code §26.012(17)
[19] Tex. Tax Code §26.012(17)
[20] Tex. Tax Code §26.04(c)
[21] Tex. Tax Code §26.04(d)

Line	Voter-Approval Tax Rate Worksheet	Amount
30.	**Total prior year M&O levy.** Multiply Line 28 by Line 29 and divide by $100	$ 5,050,377
31.	**Adjusted prior year levy for calculating NNR M&O rate.**	
	A. M&O taxes refunded for years preceding the prior tax year. Enter the amount of M&O taxes refunded in the preceding year for taxes before that year. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for tax year 2024. This line applies only to tax years preceding the prior tax year. + $ 59,896	
	B. Prior year taxes in TIF. Enter the amount of taxes paid into the tax increment fund for a reinvestment zone as agreed by the taxing unit. If the taxing unit has no current year captured appraised value in Line 18D, enter 0. – $ 0	
	C. Prior year transferred function. If discontinuing all of a department, function or activity and transferring it to another taxing unit by written contract, enter the amount spent by the taxing unit discontinuing the function in the 12 months preceding the month of this calculation. If the taxing unit did not operate this function for this 12-month period, use the amount spent in the last full fiscal year in which the taxing unit operated the function. The taxing unit discontinuing the function will subtract this amount in D below. The taxing unit receiving the function will add this amount in D below. Other taxing units enter 0. +/- $ 0	
	D. Prior year M&O levy adjustments. Subtract B from A. For taxing unit with C, subtract if discontinuing function and add if receiving function. $ 59,896	
	E. Add Line 30 to 31D.	$ 5,110,273
32.	**Adjusted current year taxable value.** Enter the amount in Line 25 of the *No-New-Revenue Tax Rate Worksheet.*	$ 1,620,419,251
33.	**Current year NNR M&O rate (unadjusted).** Divide Line 31E by Line 32 and multiply by $100.	$ 0.3153 /$100
34.	**Rate adjustment for state criminal justice mandate.** [23]	
	A. Current year state criminal justice mandate. Enter the amount spent by a county in the previous 12 months providing for the maintenance and operation cost of keeping inmates in county-paid facilities after they have been sentenced. Do not include any state reimbursement received by the county for the same purpose. $ 0	
	B. Prior year state criminal justice mandate. Enter the amount spent by a county in the 12 months prior to the previous 12 months providing for the maintenance and operation cost of keeping inmates in county-paid facilities after they have been sentenced. Do not include any state reimbursement received by the county for the same purpose. Enter zero if this is the first time the mandate applies. – $ 0	
	C. Subtract B from A and divide by Line 32 and multiply by $100. $ 0.0000 /$100	
	D. Enter the rate calculated in C. If not applicable, enter 0.	$ 0.0000 /$100
35.	**Rate adjustment for indigent health care expenditures.** [24]	
	A. Current year indigent health care expenditures. Enter the amount paid by a taxing unit providing for the maintenance and operation cost of providing indigent health care for the period beginning on July 1, of the prior tax year and ending on June 30, of the current tax year, less any state assistance received for the same purpose. $ 0	
	B. Prior year indigent health care expenditures. Enter the amount paid by a taxing unit providing for the maintenance and operation cost of providing indigent health care for the period beginning on July 1, 2023 and ending on June 30, 2024, less any state assistance received for the same purpose. – $ 0	
	C. Subtract B from A and divide by Line 32 and multiply by $100. $ 0.0000 /$100	
	D. Enter the rate calculated in C. If not applicable, enter 0.	$ 0.0000 /$100

[22] [Reserved for expansion]
[23] Tex. Tax Code §26.044
[24] Tex. Tax Code §26.0441

Line	Voter-Approval Tax Rate Worksheet	Amount
36.	**Rate adjustment for county indigent defense compensation.** [25]	
	A. Current year indigent defense compensation expenditures. Enter the amount paid by a county to provide appointed counsel for indigent individuals and fund the operations of a public defender's office under Article 26.044, Code of Criminal Procedure for the period beginning on July 1, of the prior tax year and ending on June 30,of the current tax year, less any state grants received by the county for the same purpose. . . . . $ 0	
	B. Prior year indigent defense compensation expenditures. Enter the amount paid by a county to provide appointed counsel for indigent individuals and fund the operations of a public defender's office under Article 26.044, Code of Criminal Procedure for the period beginning on July 1, 2023 and ending on June 30, 2024, less any state grants received by the county for the same purpose. . . . . $ 0	
	C. Subtract B from A and divide by Line 32 and multiply by $100. . . . . $ 0.0000 /$100	
	D. Multiply B by 0.05 and divide by Line 32 and multiply by $100.. . . . . $ 0.0000 /$100	
	E. Enter the lesser of C and D. If not applicable, enter 0.	$ 0.0000 /$100
37.	**Rate adjustment for county hospital expenditures.** [26]	
	A. Current year eligible county hospital expenditures. Enter the amount paid by the county or municipality to maintain and operate an eligible county hospital for the period beginning on July 1, of the prior tax year and ending on June 30, of the current tax year. . . . . $ 0	
	B. Prior year eligible county hospital expenditures. Enter the amount paid by the county or municipality to maintain and operate an eligible county hospital for the period beginning on July 1, 2022 and ending on June 30, 2023. . . . . $ 0	
	C. Subtract B from A and divide by Line 32 and multiply by $100. . . . . $ 0.0000 /$100	
	D. Multiply B by 0.08 and divide by Line 32 and multiply by $100.. . . . . $ 0.0000 /$100	
	E. Enter the lesser of C and D, if applicable. If not applicable, enter 0.	$ 0.0000 /$100
38.	**Rate adjustment for defunding municipality.** This adjustment only applies to a municipality that is considered to be a defunding municipality for the current tax year under Chapter 109, Local Government Code. Chapter 109, Local Government Code only applies to municipalities with a population of more than 250,000 and includes a written determination by the Office of the Governor. See Tax Code Section 26.0444 for more information.	
	A. Amount appropriated for public safety in the prior year. Enter the amount of money appropriated for public safety in the budget adopted by the municipality for the preceding fiscal year . . . . . $ 0	
	B. Expenditures for public safety in the prior year. Enter the amount of money spent by the municipality for public safety during the preceding fiscal year. . . . . $ 0	
	C. Subtract B from A and divide by Line 32 and multiply by $100 . . . . . $ 0.0000 /$100	
	D. Enter the rate calculated in C. If not applicable, enter 0.	$ 0.0000 /$100
39.	**Adjusted current year NNR M&O rate.** Add Lines 33, 34D, 35D, 36E, and 37E. Subtract Line 38D.	$ 0.3153 /$100
40.	**Adjustment for prior year sales tax specifically to reduce property taxes.** Cities, counties and hospital districts that collected and spent additional sales tax on M&O expenses in the prior year should complete this line. These entities will deduct the sales tax gain rate for the current year in Section 3. Other taxing units, enter zero.	
	A. Enter the amount of additional sales tax collected and spent on M&O expenses in the prior year, if any. Counties must exclude any amount that was spent for economic development grants from the amount of sales tax spent . . . . . $ 0	
	B. Divide Line 40A by Line 32 and multiply by $100 . . . . . $ 0.0000 /$100	
	C. Add Line 40B to Line 39.	$ 0.3153 /$100
41.	**Current year voter-approval M&O rate.** Enter the rate as calculated by the appropriate scenario below. **Special Taxing Unit.** If the taxing unit qualifies as a special taxing unit, multiply Line 40C by 1.08. **- or -** **Other Taxing Unit.** If the taxing unit does not qualify as a special taxing unit, multiply Line 40C by 1.035.	$ 0.3263 /$100

[25] Tex. Tax Code §26.0442
[26] Tex. Tax Code §26.0443

Line	Voter-Approval Tax Rate Worksheet	Amount
D41.	***Disaster Line 41 (D41):* Current year voter-approval M&O rate for taxing unit affected by disaster declaration.** If the taxing unit is located in an area declared a disaster area and at least one person is granted an exemption under Tax Code Section 11.35 for property located in the taxing unit, the governing body may direct the person calculating the voter-approval tax rate to calculate in the manner provided for a special taxing unit. The taxing unit shall continue to calculate the voter-approval tax rate in this manner until the earlier of 1) the first year in which total taxable value on the certified appraisal roll exceeds the total taxable value of the tax year in which the disaster occurred, or 2) the third tax year after the tax year in which the disaster occurred If the taxing unit qualifies under this scenario, multiply Line 40C by 1.08. [27] If the taxing unit does not qualify, do not complete Disaster Line 41 (Line D41).	$ _____ /$100
42.	**Total current year debt to be paid with property taxes and additional sales tax revenue.** Debt means the interest and principal that will be paid on debts that: **(1)** are paid by property taxes, **(2)** are secured by property taxes, **(3)** are scheduled for payment over a period longer than one year, and **(4)** are not classified in the taxing unit's budget as M&O expenses. **A. Debt** also includes contractual payments to other taxing units that have incurred debts on behalf of this taxing unit, if those debts meet the four conditions above. Include only amounts that will be paid from property tax revenue. Do not include appraisal district budget payments. If the governing body of a taxing unit authorized or agreed to authorize a bond, warrant, certificate of obligation, or other evidence of indebtedness on or after Sept. 1, 2021, verify if it meets the amended definition of debt before including it here. [28] Enter debt amount ..... $ 2,903,769 **B.** Subtract **unencumbered fund amount** used to reduce total debt. ..... – $ 0 **C.** Subtract **certified amount spent from sales tax to reduce debt** (enter zero if none) ..... – $ 0 **D.** Subtract **amount paid** from other resources ..... – $ 0 **E. Adjusted debt.** Subtract B, C and D from A.	$ 2,903,769
43.	**Certified prior year excess debt collections.** Enter the amount certified by the collector. [29]	$ 0
44.	**Adjusted current year debt.** Subtract Line 43 from Line 42E.	$ 2,903,769
45.	**Current year anticipated collection rate.** **A.** Enter the current year anticipated collection rate certified by the collector. [30] ..... 102.00 % **B.** Enter the prior year actual collection rate. ..... 103.00 % **C.** Enter the 2023 actual collection rate. ..... 102.00 % **D.** Enter the 2022 actual collection rate. ..... 104.00 % **E.** If the anticipated collection rate in A is lower than actual collection rates in B, C and D, enter the lowest collection rate from B, C and D. If the anticipated rate in A is higher than at least one of the rates in the prior three years, enter the rate from A. Note that the rate can be greater than 100%. [31]	102.00 %
46.	**Current year debt adjusted for collections.** Divide Line 44 by Line 45E.	$ 2,846,832
47.	**Current year total taxable value.** Enter the amount on Line 21 of the *No-New-Revenue Tax Rate Worksheet.*	$ 1,652,283,458
48.	**Current year debt rate.** Divide Line 46 by Line 47 and multiply by $100.	$ 0.1722 /$100
49.	**Current year voter-approval M&O rate plus current year debt rate.** Add Lines 41 and 48.	$ 0.4985 /$100
D49.	***Disaster Line 49 (D49):* Current year voter-approval tax rate for taxing unit affected by disaster declaration.** Complete this line if the taxing unit calculated the voter-approval tax rate in the manner provided for a special taxing unit on Line D41. Add Line D41 and 48.	$ _____ /$100

[27] Tex. Tax Code §26.042(a)
[28] Tex. Tax Code §26.012(7)
[29] Tex. Tax Code §26.012(10) and 26.04(b)
[30] Tex. Tax Code §26.04(b)
[31] Tex. Tax Code §§26.04(h), (h-1) and (h-2)

Line	Voter-Approval Tax Rate Worksheet	Amount
50.	**COUNTIES ONLY.** Add together the voter-approval tax rates for each type of tax the county levies. The total is the current year county voter-approval tax rate.	$ 0.0000 /$100

SECTION 3: NNR Tax Rate and Voter-Approval Tax Rate Adjustments for Additional Sales Tax to Reduce Property Taxes

Cities, counties and hospital districts may levy a sales tax specifically to reduce property taxes. Local voters by election must approve imposing or abolishing the additional sales tax. If approved, the taxing unit must reduce its NNR and voter-approval tax rates to offset the expected sales tax revenue.

This section should only be completed by a county, city or hospital district that is required to adjust its NNR tax rate and/or voter-approval tax rate because it adopted the additional sales tax.

Line	Additional Sales and Use Tax Worksheet	Amount/Rate
51.	**Taxable Sales.** For taxing units that adopted the sales tax in November of the prior tax year or May of the current tax year, enter the Comptroller's estimate of taxable sales for the previous four quarters. [32] Estimates of taxable sales may be obtained through the Comptroller's Allocation Historical Summary webpage. Taxing units that adopted the sales tax before November of the prior year, enter 0.	$
52.	**Estimated sales tax revenue.** Counties exclude any amount that is or will be spent for economic development grants from the amount of estimated sales tax revenue. [33] **Taxing units that adopted the sales tax in November of the prior tax year or in May of the current tax year.** Multiply the amount on Line 51 by the sales tax rate (.01, .005 or .0025, as applicable) and multiply the result by .95. [34] **- or -** **Taxing units that adopted the sales tax before November of the prior year.** Enter the sales tax revenue for the previous four quarters. Do not multiply by .95.	$
53.	**Current year total taxable value.** Enter the amount from Line 21 of the *No-New-Revenue Tax Rate Worksheet*.	$
54.	**Sales tax adjustment rate.** Divide Line 52 by Line 53 and multiply by $100.	$ /$100
55.	**Current year NNR tax rate, unadjusted for sales tax.**[35] Enter the rate from Line 26 or 27, as applicable, on the *No-New-Revenue Tax Rate Worksheet*.	$ /$100
56.	**Current year NNR tax rate, adjusted for sales tax.** **Taxing units that adopted the sales tax in November the prior tax year or in May of the current tax year.** Subtract Line 54 from Line 55. Skip to Line 57 if you adopted the additional sales tax before November of the prior tax year.	$ /$100
57.	**Current year voter-approval tax rate, unadjusted for sales tax.**[36] Enter the rate from Line 49, Line D49 (disaster) or Line 50 (counties) as applicable, of the *Voter-Approval Tax Rate Worksheet*.	$ /$100
58.	**Current year voter-approval tax rate, adjusted for sales tax.** Subtract Line 54 from Line 57.	$ /$100

SECTION 4: Voter-Approval Tax Rate Adjustment for Pollution Control

A taxing unit may raise its rate for M&O funds used to pay for a facility, device or method for the control of air, water or land pollution. This includes any land, structure, building, installation, excavation, machinery, equipment or device that is used, constructed, acquired or installed wholly or partly to meet or exceed pollution control requirements. The taxing unit's expenses are those necessary to meet the requirements of a permit issued by the Texas Commission on Environmental Quality (TCEQ). The taxing unit must provide the tax assessor with a copy of the TCEQ letter of determination that states the portion of the cost of the installation for pollution control.

This section should only be completed by a taxing unit that uses M&O funds to pay for a facility, device or method for the control of air, water or land pollution.

Line	Voter-Approval Rate Adjustment for Pollution Control Requirements Worksheet	Amount/Rate
59.	**Certified expenses from the Texas Commission on Environmental Quality (TCEQ).** Enter the amount certified in the determination letter from TCEQ. [37] The taxing unit shall provide its tax assessor-collector with a copy of the letter. [38]	$
60.	**Current year total taxable value.** Enter the amount from Line 21 of the *No-New-Revenue Tax Rate Worksheet*.	$
61.	**Additional rate for pollution control.** Divide Line 59 by Line 60 and multiply by $100.	$ /$100

[32] Tex. Tax Code §26.041(d)
[33] Tex. Tax Code §26.041(i)
[34] Tex. Tax Code §26.041(d)
[35] Tex. Tax Code §26.04(c)
[36] Tex. Tax Code §26.04(c)
[37] Tex. Tax Code §26.045(d)
[38] Tex. Tax Code §26.045(i)

Line	Voter-Approval Rate Adjustment for Pollution Control Requirements Worksheet	Amoun
62.	**Current year voter-approval tax rate, adjusted for pollution control.** Add Line 61 to one of the following lines (as applicable): Line 49, Line D49 (disaster), Line 50 (counties) or Line 58 (taxing units with the additional sales tax).	$ _____/$100

SECTION 5: Voter-Approval Tax Rate Adjustment for Unused Increment Rate

The unused increment rate is the rate equal to the sum of the prior 3 years Foregone Revenue Amounts divided by the current taxable value. [39] The Foregone Revenue Amount for each year is equal to that year's adopted tax rate subtracted from that year's voter-approval tax rate adjusted to remove the unused increment rate multiplied by that year's current total value. [40] I

The difference between the adopted tax rate and adjusted voter-approval tax rate is considered zero in the following scenarios:

- a tax year in which a taxing unit affected by a disaster declaration calculates the tax rate under Tax Code Section 26.042; [41]
- a tax year in which the municipality is a defunding municipality, as defined by Tax Code Section 26.0501(a); [42] or
- after Jan. 1, 2022, a tax year in which the comptroller determines that the county implemented a budget reduction or reallocation described by Local Government Code Section 120.002(a) without the required voter approval. [43]

This section should only be completed by a taxing unit that does not meet the definition of a special taxing unit. [44]

Line	Unused Increment Rate Worksheet	Amount/Rate
63.	**Year 3 Foregone Revenue Amount. Subtract the 2024 unused increment rate and 2024 actual tax rate from the 2024 voter-approval tax rate. Multiply the result by the 2024 current total value**	
	A. Voter-approval tax rate (Line 68)	$ 0.5283 /$100
	B. Unused increment rate (Line 67)	$ 0.0160 /$100
	C. Subtract B from A	$ 0.5123 /$100
	D. Adopted Tax Rate	$ 0.4994 /$100
	E. Subtract D from C	$ 0.0129 /$100
	F. 2024 Total Taxable Value (Line 60)	$ 1,655,124,127
	G. Multiply E by F and divide the results by $100. If the number is less than zero, enter zero	$ 213,511
64.	**Year 2 Foregone Revenue Amount. Subtract the 2023 unused increment rate and 2023 actual tax rate from the 2023 voter-approval tax rate. Multiply the result by the 2023 current total value**	
	A. Voter-approval tax rate (Line 67)	$ 0.5051 /$100
	B. Unused increment rate (Line 66)	$ 0.0000 /$100
	C. Subtract B from A	$ 0.5051 /$100
	D. Adopted Tax Rate	$ 0.4994 /$100
	E. Subtract D from C	$ 0.0057 /$100
	F. 2023 Total Taxable Value (Line 60)	$ 1,592,627,729
	G. Multiply E by F and divide the results by $100. If the number is less than zero, enter zero	$ 90,779
65.	**Year 1 Foregone Revenue Amount. Subtract the 2022 unused increment rate and 2022 actual tax rate from the 2022 voter-approval tax rate. Multiply the result by the 2022 current total value**	
	A. Voter-approval tax rate (Line 67)	$ 0.5238 /$100
	B. Unused increment rate (Line 66)	$ 0.0000 /$100
	C. Subtract B from A	$ 0.5238 /$100
	D. Adopted Tax Rate	$ 0.5128 /$100
	E. Subtract D from C	$ 0.0110 /$100
	F. 2022 Total Taxable Value (Line 60)	$ 1,406,175,931
	G. Multiply E by F and divide the results by $100. If the number is less than zero, enter zero	$ 154,679
66.	**Total Foregone Revenue Amount.** Add Lines 63G, 64G and 65G	$ 458,969.0000
67.	**2025 Unused Increment Rate.** Divide Line 66 by Line 21 of the *No-New-Revenue Rate Worksheet*. Multiply the result by 100	$ 0.0277 /$100
68.	**Total 2025 voter-approval tax rate, including the unused increment rate.** Add Line 67 to one of the following lines (as applicable): Line 49, Line 50 (counties), Line 58 (taxing units with additional sales tax) or Line 62 (taxing units with pollution)	$ 0.5262 /$100

[39] Tex. Tax Code §26.013(b)
[40] Tex. Tax Code §26.013(a)(1-a), (1-b), and (2)
[41] Tex. Tax Code §§26.04(c)(2)(A) and 26.042(a)
[42] Tex. Tax Code §§26.0501(a) and (c)
[43] Tex. Local Gov't Code §120.007(d)
[44] Tex. Local Gov't Code §120.007(d)

SECTION 6: De Minimis Rate

The de minimis rate is the rate equal to the sum of the no-new-revenue maintenance and operations rate, the rate that will raise $500,000, and the current debt rate for a taxing unit. [44]

This section should only be completed by a taxing unit that is a municipality of less than 30,000 or a taxing unit that does not meet the definition of a special taxing unit. [45]

Line	De Minimis Rate Worksheet	Amount/Rate
69.	**Adjusted current year NNR M&O tax rate.** Enter the rate from Line 39 of the *Voter-Approval Tax Rate Worksheet.*	0.3153
70.	**Current year total taxable value.** Enter the amount on Line 21 of the *No-New-Revenue Tax Rate Worksheet.*	$ 1,652,283,458
71.	**Rate necessary to impose $500,000 in taxes.** Divide $500,000 by Line 70 and multiply by $100.	$ 0.0302 /$100
72.	**Current year debt rate.** Enter the rate from Line 48 of the *Voter-Approval Tax Rate Worksheet.*	$ 0.1722 /$100
73.	**De minimis rate.** Add Lines 69, 71 and 72.	$ 0.5177 /$100

SECTION 7: Voter-Approval Tax Rate Adjustment for Emergency Revenue Rate

In the tax year after the end of the disaster calculation time period detailed in Tax Code Section 26.042(a), a taxing unit that calculated its voter-approval tax rate in the manner provided for a special taxing unit due to a disaster must calculate its emergency revenue rate and reduce its voter-approval tax rate for that year.[48]

Similarly, if a taxing unit adopted a tax rate that exceeded its voter-approval tax rate, calculated normally, without holding an election to respond to a disaster, as allowed by Tax Code Section 26.042(d), in the prior year, it must also reduce its voter-approval tax rate for the current tax year. [49]

This section will apply to a taxing unit other than a special taxing unit that:

- directed the designated officer or employee to calculate the voter-approval tax rate of the taxing unit in the manner provided for a special taxing unit in the prior year; and
- the current year is the first tax year in which the total taxable value of property taxable by the taxing unit as shown on the appraisal roll for the taxing unit submitted by the assessor for the taxing unit to the governing body exceeds the total taxable value of property taxable by the taxing unit on January 1 of the tax year in which the disaster occurred or the disaster occurred four years ago.This section will apply to a taxing unit in a disaster area that adopted a tax rate greater than its voter-approval tax rate without holding an election in the prior year.

Note: This section does not apply if a taxing unit is continuing to calculate its voter-approval tax rate in the manner provided for a special taxing unit because it is still within the disaster calculation time period detailed in Tax Code Section 26.042(a) because it has not met the conditions in Tax Code Section 26.042(a)(1) or (2).

Line	Emergency Revenue Rate Worksheet	Amount/Rate
74.	**2024 adopted tax rate.** Enter the rate in Line 4 of the *No-New-Revenue Tax Rate Worksheet.*	$ _____/$100
75.	**Adjusted 2024 voter-approval tax rate.** Use the taxing unit's Tax Rate Calculation Worksheets from the prior year(s) to complete this line. If a disaster occurred in 2024 and the taxing unit calculated its 2024 voter-approval tax rate using a multiplier of 1.08 on Disaster Line 41 (D41) of the 2024 worksheet due to a disaster, complete the applicable sections or lines of *Form 50-856-a, Adjusted Voter-Approval Tax Rate for Taxing Units in Disaster Area Calculation Worksheet.* **- or -** If a disaster occurred prior to 2024 for which the taxing unit continued to calculate its voter-approval tax rate using a multiplier of 1.08 on Disaster Line 41 (D41) in 2024, complete form 50-856-a, *Adjusted Voter-Approval Tax Rate for Taxing Units in Disaster Area Calculation Worksheet* to recalculate the voter-approval tax rate the taxing unit would have calculated in 2024 if it had generated revenue based on an adopted tax rate using a multiplier of 1.035 in the years following the disaster. [50] Enter the final adjusted 2024 voter-approval tax rate from the worksheet. **- or -** If the taxing unit adopted a tax rate above the 2024 voter-approval tax rate without calculating a disaster tax rate or holding an election due to a disaster, no recalculation is necessary. Enter the voter-approval tax rate from the prior year's worksheet.	$ _____/$100
76.	**Increase in 2024 tax rate due to disaster.** Subtract Line 75 from Line 74.	$ _____/$100
77.	**Adjusted 2024 taxable value.** Enter the amount in Line 14 of the *No-New-Revenue Tax Rate Worksheet.*	$ _____
78.	**Emergency revenue.** Multiply Line 76 by Line 77 and divide by $100.	$ _____
79.	**Adjusted 2024 taxable value.** Enter the amount in Line 25 of the *No-New-Revenue Tax Rate Worksheet.*	$ _____
80.	**Emergency revenue rate.** Divide Line 78 by Line 79 and multiply by $100. [51]	$ _____/$100

[45] Tex. Tax Code §26.04(c)(2)(B)
[46] Tex. Tax Code §26.012(8-a)
[47] Tex. Tax Code §26.063(a)(1)
[48] Tex. Tax Code §26.042(b)
[49] Tex. Tax Code §26.042(f)
[50] Tex. Tax Code §§26.42(c)
[51] Tex. Tax Code §§26.42(b)

Line	Emergency Revenue Rate Worksheet	Amoun
81.	**Current year voter-approval tax rate, adjusted for emergency revenue.** Subtract Line 80 from one of the following lines (as applicable): Line 49, Line D49 (disaster), Line 50 (counties), Line 58 (taxing units with the additional sales tax), Line 62 (taxing units with pollution control) or Line 68 (taxing units with the unused increment rate).	$ _____/$100

SECTION 8: Total Tax Rate

Indicate the applicable total tax rates as calculated above.

No-new-revenue tax rate. ..... $ 0.5179 /$100
As applicable, enter the current year NNR tax rate from: Line 26, Line 27 (counties), or Line 56 (adjusted for sales tax).
Indicate the line number used: 26

Voter-approval tax rate ..... $ 0.5262 /$100
As applicable, enter the current year voter-approval tax rate from: Line 49, Line D49 (disaster), Line 50 (counties), Line 58 (adjusted for sales tax), Line 62 (adjusted for pollution control), Line 68 (adjusted for unused increment), or Line 81 (adjusted for emergency revenue).
Indicate the line number used: 68

De minimis rate. ..... $ 0.5177 /$100
If applicable, enter the current year de minimis rate from Line 73.

SECTION 9: Taxing Unit Representative Name and Signature

Enter the name of the person preparing the tax rate as authorized by the governing body of the taxing unit. By signing below, you certify that you are the designated officer or employee of the taxing unit and have accurately calculated the tax rates using values that are the same as the values shown in the taxing unit's certified appraisal roll or certified estimate of taxable value, in accordance with requirements in the Tax Code. [52]

print here ▶ Ellen Owens
Printed Name of Taxing Unit Representative

sign here ▶
Taxing Unit Representative

September 16 2025
Date

[52] Tex. Tax Code §§26.04(c-2) and (d-2)

Date amended: 08/05/02

458

NOTICE OF MEETING TO VOTE ON TAX RATE

A tax rate of $0.5179 per $100 valuation has been proposed by the governing body of City of Bastrop.

PROPOSED TAX RATE	$0.5179 per $100
NO-NEW-REVENUE TAX RATE	$0.5179 per $100
VOTER-APPROVAL TAX RATE	$0.5392 per $100

The no-new-revenue tax rate is the tax rate for the 2025 tax year that will raise the same amount of property tax revenue for City of Bastrop from the same properties in both the 2024 tax year and the 2025 tax year.

The voter-approval rate is the highest tax rate that City of Bastrop may adopt without holding an election to seek voter approval of the rate.

The proposed tax rate is **NOT** greater than the no-new-revenue tax rate. This means that City of Bastrop is **NOT** proposing to increase property taxes for the 2025 tax year.

A PUBLIC MEETING ON THE PROPOSED TAX RATE WILL BE HELD ON September 16, 2025 AT 6:30 PM AT 1311 Chestnut Street Bastrop, Texas 78602.

The proposed tax rate is also not greater than the voter-approval tax rate. As a result, City of Bastrop is not required to hold an election to seek voter approval of the rate. However, you may express your support for or opposition to the proposed tax rate by contacting the members of the Bastrop City Council of City of Bastrop at their offices or by attending the public hearing mentioned above.

YOUR TAXES OWED UNDER ANY OF THE RATES MENTIONED ABOVE CAN BE CALCULATED AS FOLLOWS:
Property tax amount= (tax rate) x (taxable value of your property)/100

FOR the proposal:
AGAINST the proposal:
PRESENT and not voting:
ABSENT:

Visit Texas.gov/PropertyTaxes to find a link to your local property tax database on which you can easily access information regarding your property taxes, including information about proposed tax rates and scheduled public hearings of each entity that taxes your property.

The 86th Texas Legislature modified the manner in which the voter-approval tax rate is calculated to limit the rate of growth of property taxes in the state.

The following table compares the taxes imposed on the average residence homestead by City of Bastrop last year to the taxes proposed to be imposed on the average residence homestead by City of Bastrop this year.

	2024	2025	Change
Total tax rate (per $100 of value)	$0.4994	$0.5179	increase of .0185 or 3.7%
Average homestead taxable value	$307,203	$304,351	decrease of $2,852, or 0.93%
Tax on average homestead	$1,534	$1,576	increase of $42.06, or 2.74%
Total tax levy on all properties	$8,948,333.81	$9,354,373	increase of $406,040, or 4.54%

For assistance with tax calculations, please contact the Tax Assessor for Bastrop County at (512)-581-7161 or visit https://bastrop.countytax rates.com for more information.

STAFF REPORT

MEETING DATE: September 23, 2025

TITLE:

Consider and act on Resolution No. R-2025-131 authorizing the reallocation of funding for the Riverbank Stabilization.

AGENDA ITEM SUBMITTED BY:

Submitted by: Laura Allen, Assistant Finance Director

BACKGROUND/HISTORY:

CDBG-MIT (Mitigation) funds are specifically allocated to reduce the long-term risk of future disasters, such as floods, hurricanes, and other natural events. These funds are used to implement structural and non-structural projects, programs, and partnerships throughout the state, aiming to lessen the impact of future disasters and increase resilience.

This grant funding features a two-step application process. The Preliminary Application (Step 1) has already been completed, and the City of Bastrop successfully obtained a $2.3M grant from the CDBG-MIT program in February of 2023. Following the successful completion of Step 1, a Detailed Application (Step 2) that provided more comprehensive project information was submitted to the General Land Office (GLO) on June 16, 2025.

The first project application the City of Bastrop considered for this grant was the extension of Blakey Lane. However, due to the pre-existing contract with Corix which contemplates the City accepting flows along the right-of-way of Blakey Lane by a certain timeframe, the City determined this project would no longer be feasible to complete with MIT MOD funds due to the extended timeline involved when acquiring right-of-way by eminent domain.

The second project the City identified for use of these funds was the extension of the Puerto Plata roadway. However, the Area Median Income exceeded the allowable threshold for Low to Moderate Income (LMI) requirements to receive the grant funding.

Finally, the City was able to identify the stabilization of the Colorado Riverbank at Fisherman's Park as a project that would meet the grant requirements for awarding the funds and would offer a much-needed community-wide benefit.

The stabilization of a portion of the east bank of the Colorado River between Fisherman's Park and SH 71 will prevent further erosion. Proposed improvements include adding additional rock vanes to encourage sediment deposition and natural bank stabilization, rock riprap slope and toe protection, structural stabilization near the Loop 150 / Chestnut Street bridge, and riparian plantings to restore natural bank protection with roots and vegetation.

On February 25, 2025, City Council approved the reallocation of $3M from the Riverbank Stabilization project (as well as $3M from the Gills Branch Drainage project) to the Blakey Lane project within bond series 2023 due to inactivity with the Riverbank Stabilization and Gills Branch projects. Blakey Lane currently has $5,977,764.75 in remaining funds from CO Series 2023.

Since the reallocation of funding from Riverbank Stabilization to Blakey Lane, the City has applied for Community Development Block Grant (CDBG) Mitigation (MIT) funds in the amount of $2.3M for the Riverbank Stabilization project, with the City's contribution being $800,000.00 ($686,900 for design costs and an estimated $113,100 for project management costs). Because the project is again active, and because Council approved Resolution No. R-2025-144 on August 12th to commit $686,900 of City funds to the Riverbank Stabilization project, staff is now requesting to reallocate $686,900.00 plus the estimated $113,100 for project management from the Blakey Lane project back to the Riverbank Stabilization project.

FISCAL IMPACT:

$800,000.00 from CO Series 2023.

RECOMMENDATION:

Approve the reallocation of funds from the Blakey Lane project to the Riverbank Stabilization project.

ATTACHMENTS:

1. Resolution No. R-2025-131
2. Exhibit A – CO Series 2023 Projects
3. Pictures of erosion

RESOLUTION NO. R-2025-131

A RESOLUTION OF THE CITY OF BASTROP, TEXAS, AUTHORIZING THE CITY MANAGER TO REALLOCATE CO SERIES 2023 BOND FUNDS IN THE AMOUNT OF EIGHT HUNDRED THOUSAND AND ZERO CENTS ($800,000.00) FROM BLAKEY LANE EXTENSION TO RIVERBANK STABILIZATION IMPROVEMENTS; AUTHORIZING EXECUTION OF ALL NECESSARY DOCUMENTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Bastrop, Texas ("City") is a Home-Rule City acting under its Charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Texas Local Government Code; and

WHEREAS, the City Council understands the need to stabilize a portion of the east bank of the Colorado River between Fisherman's Park and SH 71 to prevent further erosion; and

WHEREAS, Council understands the reallocation of funds may result in the Blakey Lane project requiring additional funding; and

WHEREAS, the reallocation of funds will only serve as the City's match for the CDBG-MIT grant for the Riverbank Stabilization project; and

WHEREAS, the City Council finds that it is necessary and proper to enact this Resolution.

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

Section 1. All of the above premises are hereby found to be true and correct legislative and factual findings of the City Council of the City of Bastrop, Texas, and are hereby approved and incorporated into the body of this Resolution as if copied in their entirety.

Section 2. The City Council authorizes the reallocation of CO Series 2023 funds in the amount of $800,000.00 to the Riverbank Stabilization project from the Blakey Lane Extension project, as attached in Exhibit A.

Section 3. Should any portion or part of this Resolution be held for any reason invalid or unenforceable by a court of competent jurisdiction, the same shall not be construed to affect any other valid portion hereof, but all valid portions hereof shall remain in full force and effect.

Section 4. This Resolution shall be in full force and effect from and after its passage.

Section 5. The City Council hereby finds and declares that written notice of the date, hour, place, and subject of the meeting at which this Resolution was adopted was posted and that such meeting was open to the public as required by law at all times during which this Resolution and the subject matter hereof were discussed, considered, and formally acted upon, all as required by the Texas Open Meetings Act, Chapter 551, Texas Government Code, as amended.

DULY RESOLVED & ADOPTED by the City Council of the City of Bastrop, Texas, on this, the 23rd day of September 2025.

APPROVED:

by: _____
Ishmael Harris, Mayor

ATTEST:

_____
Michael Muscarello, City Secretary

APPROVED AS TO FORM:

_____
City Attorney

Denton Navarro Rocha Bernal & Zech, P.C.

Exhibit A

732, CO Bond Series 2023

		Expenditures				
	Project Budget	**2023**	**2024**	**2025**	**Total**	**Remaining Budget**
Old Iron Bridge	1,785,714.00		(365,459.33)	(151,583.47)	(517,042.80)	1,268,671.20
Riverbank Stabilization Grant Match	-				-	-
Gills Branch Drainage Grant	-				-	-
Street HA5	1,214,286.00		(1,234,748.52)		(1,234,748.52)	(20,462.52)
Street Rehab projects	2,755,505.00				-	2,755,505.00
Linden					-	-
Water					-	-
Farm					-	-
Agnes St. Ext	1,244,495.00			(1,133,782.07)	(1,133,782.07)	110,712.93
Blakey	6,000,000.00	instead of grants		(22,235.25)	(22,235.25)	5,977,764.75
Issuance Cost		(106,996.95)			(106,996.95)	
	13,000,000.00	(106,996.95)	(1,600,207.85)	(1,307,600.79)	(3,014,805.59)	10,092,191.36

STAFF REPORT

MEETING DATE: September 23, 2025

TITLE:
TABLELED September 9, 2025: Conduct a public hearing, consider and act on the first reading of Ordinance No. 2025-67 for a Zoning Concept Scheme request to rezone the project site from P-EC Employment Center to Planned Development District ("PDD") with a base district of P4, for the area described as being 7.398 +/- acres out of the Steel Yard Subdivision, Lot 3, located at 2002 SH 95, Bastrop, TX 78602, within the city limits of Bastrop, Texas.

AGENDA ITEM SUBMITTED BY:
James E. Cowey, Director of Development Services

ITEM DETAILS:

Site Address:	2002 State Highway 95, Bastrop TX
Total Acreage:	7.398 acres
Acreage Rezoned:	7.398 acres
Legal Description:	Lot 3 out of the Steel Yard Subdivision being 7.398 acres
Property Owner:	Iron Realty LLC - Bastrop
Agent Contact:	Shiva Shankar / Paradise Engineers LLC
Existing Use:	Vacant/Undeveloped
Existing Zoning:	P-EC Employment Center
Proposed Zoning:	Planned Development District, P4 Mix Base Zoning
Character District:	North End
Future Land Use:	Mixed Use Corridor Commercial and Neighborhood Residential

BACKGROUND/HISTORY:
The applicant has applied for a Zoning Concept Scheme for Lot 3 of the Steel Yard Subdivision (Attachment 2). The proposal is to place a Planned Development District (PDD) with a P4 Mix base zoning to appropriately incorporate a mixed-use community that offers a variety of housing types, commercial and retail, and enhance the connectivity in the city.

The existing land use is classified as P-EC Employment Center. However, the future land use map calls for "Mixed Use Corridor Commercial" and "Neighborhood Residential" as defined below.

Place Type 4 – Mix is defined in the B3 Code as:

> "More intense Building Types that provide more lifestyle choices. It provides for a mix of Residential Building Types. Commercial and Office uses are allowed in this

District only in House form Structures. Because P4 is a transition area, the Street Types consist of multimodal Streets but are primarily Residential urban fabric."

Infrastructure	Available (Y/N)	Proposed
Water	Y	Line Extensions
Wastewater	Y	Line Extensions
Drainage	Y	Detention pond
Transportation	Y	Extensions of public streets
Parks and Open Space	N	Park Enrichment Fund Fee

Drainage

Drainage will be managed by each section individually; the pre- and post-development will remain the same. A drainage plan will be submitted and reviewed by the City Engineer prior to Final Plat approval.

Utilities

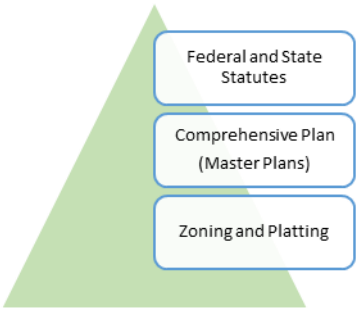
Wastewater and water service (domestic and fire) will be provided by the City of Bastrop via line extensions, exact locations to be determined prior to platting. These lines will be designed according to the City's construction standards, as well as the Texas Commission on Environmental Quality's (TCEQ) requirements.

Electric service provided by Bastrop Power and Light.

Gas will be provided by CenterPoint Energy.

Traffic Impact and Streets

This zoning concept plan was designed in order to maximize pedestrian and vehicular circulation within the development. There will be public streets that connect the property to Linden Street and State Highway 95. The developer will construct the extension of Linden Street, extending the 55.55' public right of way from Linden Street to State Highway 95. A traffic impact analysis is not required at this time.



Texas Local Government Code

Sec. 211.006. PROCEDURES GOVERNING ADOPTION OF ZONING REGULATIONS AND DISTRICT BOUNDARIES. (a) The governing body of a municipality wishing to exercise the authority relating to zoning regulations and zoning district boundaries shall establish procedures for adopting and enforcing the regulations and boundaries. A regulation or boundary is not

effective until after a public hearing on the matter, at which parties in interest and citizens have an opportunity to be heard. Before the 15th day before the date of the hearing, notice of the time and place of the hearing must be published in an official newspaper or a newspaper of general circulation in the municipality.

Zoning Change signs were visibly placed in front of the property and notice was sent to property owners within 500 feet of the property boundary.

(b) In addition to the notice required by Subsection (a), a general-law municipality that does not have a zoning commission shall give notice of a proposed change in a zoning classification to each property owner who would be entitled to notice under Section 211.007(c) if the municipality had a zoning commission. That notice must be given in the same manner as required for notice to property owners under Section 211.007(c). The governing body may not adopt the proposed change until after the 30th day after the date the notice required by this subsection is given.

N/A. Bastrop is not a general-law municipality.

(c) If the governing body of a home-rule municipality conducts a hearing under Subsection (a), the governing body may, by a two-thirds vote, prescribe the type of notice to be given of the time and place of the public hearing. Notice requirements prescribed under this subsection are in addition to the publication of notice required by Subsection (a).

The public meeting was noticed in the newspaper on 08/13/2025, Zoning Change signs were visibly placed in front of the property on 08/15/2025 and notice was sent to property owners within 500 feet of the property boundary on 08/15/2025. Notice of the meeting was posted at least 72 hours in advance.

(d) If a proposed change to a regulation or boundary is protested in accordance with this subsection, the proposed change must receive, in order to take effect, the affirmative vote of at least three-fourths of all members of the governing body. The protest must be written and signed by the owners of at least 20 percent of either:

(1) the area of the lots or land covered by the proposed change; or

(2) the area of the lots or land immediately adjoining the area covered by the proposed change and extending 200 feet from that area.

(e) In computing the percentage of land area under Subsection (d), the area of streets and alleys shall be included.

At the time of this report, no protest have been received.

(f) The governing body by ordinance may provide that the affirmative vote of at least three-fourths of all its members is required to overrule a recommendation of the municipality's zoning commission that a proposed change to a regulation or boundary be denied.

If the Planning & Zoning Commission recommends denial of the zoning request, the City Council must have a minimum vote of three-fourths majority to approve the zoning request.

Compliance with 2036 Comprehensive Plan:

The Future Land Use Plan shows this area as Mixed-Use Corridor Commercial and Neighborhood Residential:

> The Mixed-Use Corridor Commercial category supports a pedestrian-friendly, well-planned, and residential uses in a vibrant corridor environment. These areas are envisioned as dynamic, complete neighborhoods that foster a strong sense of place. Development is an activity, building street relationships, and public life. These areas serve as community hubs that provide goods, services, and employment opportunities for surrounding neighborhoods. This category promotes an active, walkable environment with development that supports multi-modal access and context-sensitive site design. It accommodates public and institutional uses such as libraries, schools, and residential or live-work units where appropriate. Uses that are incompatible with the intended community character, such as bars, pawn shops, or heavy commercial activity, are discouraged or restricted.
>
> *Representative land uses that are appropriate in Mixed-Use Corridor Commercial include multi-story mixed-use development, typically with commercial on the ground floor and office or residential above. It is intended to evolve with market needs, offering flexibility without compromising compatibility.*

> The Neighborhood Residential character area is intended to support a variety of single-family housing options in a suburban setting with well-planned streets, green spaces, and community amenities. These areas provide a balance between residential development, open space, and connectivity, creating stable, long-term neighborhoods that foster a strong sense of community. Development should preserve natural features where possible and encourage thoughtful transitions adjacent land uses, ensuring that new development is compatible with the surrounding character.
>
> *Representative land uses that are appropriate in Neighborhood Residential are predominantly single-family detached housing, with limited options for alternative single-family where appropriate.*

FISCAL IMPACT:

None

RECOMMENDATIONS:

PLANNING AND ZONING COMMISSION RECOMMENDATION:

The proposed Crossings at 95 was presented to the Planning and Zoning Commission on Thursday, August 28, 2025. The Planning and Zoning Commission recommended approval of the proposed PDD with a vote of 5 to 1.

CITY COUNCIL MOTION:

Motion was made by Mayor Pro-Tem Kirkland to table the item until the next regularly scheduled City Council Meeting (9/23/20025), and to discuss additional direction from Council to Staff following the motion. The motion received a second from Council Member Plunkett. The motion carried unanimously.

Following the motion, the Council gave Staff the following direction:

- Request a Traffic Impact Analysis (TIA) from the Developer
  - The TIA can be based on traffic tables and uses
- Amend the parking multiplier (ratio) to be a clearer standard instead of the currently proposed 1.2 parking spaces;
- Discuss with the community the connection at Linden Street
  - There was also a recommendation to prohibit through-traffic from the development going westbound on Linden Street;
- Hold a community open house facilitated by the city; and,
- Contact Bastrop Youth Baseball and Softball Organization.

STAFF RECOMMENDATION:

Staff recommends postponing action on the first reading of Ordinance No. 2025-67 for a Zoning Concept Scheme request to rezone the project site from P-EC Employment Center to Planned Development District ("PDD") with a base district of P4, for the area described as being 7.398 +/- acres out of the Steel Yard Subdivision, Lot 3, located at 2002 SH 95, Bastrop, TX 78602, within the city limits of Bastrop, Texas; to a date certain of October 21, 2025.

ATTACHMENTS:

- Attachment 1: Ordinance No. 2025-67
  - Exhibit A: Location Map
  - Exhibit B: Crossings at 95 PDD
  - Exhibit C: Crossings at 95 Concept Plan
  - Exhibit D: Memo with Warrant List Outlined

ORDINANCE NO. 2025-67

AN ORDINANCE OF THE CITY OF BASTROP, TEXAS, APPROVING THE ZONING CONCEPT SCHEME REQUEST TO REZONE THE PROJECT SITE FROM P-EC EMPLOYMENT CENTER TO PLANNED DEVELOPMENT DISTRICT ("PDD") WITH A BASE DISTRICT OF P4 MIX, FOR THE AREA DESCRIBED AS BEING 7.398 +/- ACRES OUT OF THE STEEL YARD SUBDIVISION, LOT 3, LOCATED AT 2002 SH 95, MORE COMMONLY KNOWN AS THE CROSSINGS AT 95; AND PROVIDING FOR FINDINGS OF FACT, REPEALER, SEVERABILITY, CODIFICATION, EFFECTIVE DATE, PROPER NOTICE, AND MEETING.

WHEREAS, pursuant to Texas Local Government Code Section 51.001, the City Council of the City of Bastrop has general authority to amend an ordinance that is for the good government, peace, or order of the City and is necessary or proper for carrying out a power granted by law to the City; and

WHEREAS, pursuant to Texas Local Government Code Chapters 211, 212, 214, and 217 the City Council of the City of Bastrop has general authority to regulate planning, zoning, subdivisions, trees, and the construction of buildings; and

WHEREAS, the City of Bastrop, Texas (City) is a Home-rule City acting under its Chapter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Texas Local Government Code; and

WHEREAS, on February 3, 2025, Shiva Shankar with Paradise Engineer LLC submitted a request for a zoning concept scheme to rezone the project site from P-EC Employment Center to Planned Development District (PDD) with a base district of P4 Mix; and

WHEREAS, the City Staff reviewed the request for the Zoning Concept Scheme and finds it to be justifiable based upon the Future Land Use designation for this property is Mixed Use Corridor Commercial, which allows multi-story mixed use development, typically with commercial on the ground floor and office or residential above and Neighborhood Residential which allows single-family residential associated with amenities; and

WHEREAS, the City of Bastrop Planning and Zoning Commission held a public hearing on August 28, 2025, and made a recommendation to approve this proposed PDD ordinance with a vote 5-1; and

WHEREAS, the City Council has reviewed this request for zoning, and finds the request

to be reasonable and proper under the circumstances.

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

Section 1. **Findings of Fact.** The facts and recitations set forth in the preamble of this Ordinance are hereby found to be true and correct.

Section 2. The property, 7.398 acres out of the Steel Yard Subdivision, Lot 3 is rezoned from P-EC Employment Center to a PDD with a base district of P4 Mix, and a Zoning Concept Scheme is established, located at 2002 SH 95, within the City Limits of Bastrop, Texas as more particularly known as the Crossings at 95 as shown in Exhibit A.

Section 3. **Severability.** If any clause or provision of this Ordinance shall be deemed to be unenforceable for any reason, such unenforceable clause or provision shall be severed from the remaining portion of the Ordinance, which shall continue to have full force and effect.

Section 4. **Codification.** The City Secretary is hereby directed to record and publish the attached rules, regulations, and policies in the City's Code of Ordinances as authorized by Section 52.001 of the Texas Local Government Code.

Section 5. **Repeal.** This Ordinance shall be and is hereby cumulative of all other ordinances of the City of Bastrop, Texas, and this Ordinance shall not operate to repeal or affect any of such other ordinances except insofar as the provisions thereof might be inconsistent or in conflict with the provisions of this Ordinance, in which event such conflicting provisions, if any, in such other Ordinances, are hereby repealed.

Section 6. **Effective Date.** This Ordinance shall be effective immediately upon passage and publication in accordance with the requirements of the City of Bastrop and the laws of the State of Texas.

Section 7. **Proper Notice and 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. Notice was also provided as required by Chapter 52 of the Texas Local Government Code.

Signature page to follow

READ & ACKNOWLEDGED on First Reading on this the 9th day of September 2025.

READ & ADOPTED on Second Reading on this the 23rd day of September 2025.

APPROVED:

by:_____
Ishmael Harris, Mayor

ATTEST:

_____
Michael Muscarello, City Secretary

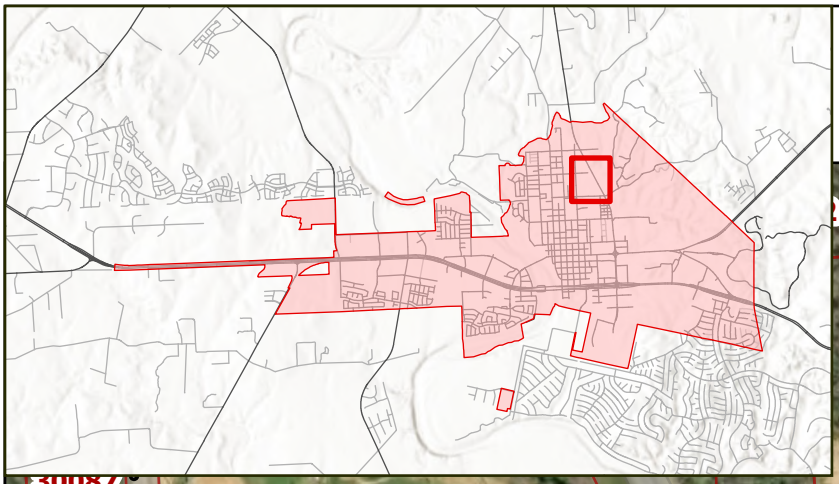
APPROVED AS TO FORM:

_____
City Attorney

BASTROPTX
Heart of the Lost Pines / Est. 1832

Attachment 1
Notification Map

Rezone PID 48066



N

2/17/2025

0 100 200 300 400 ft

Scale 1:4,000

The City of Bastrop, Texas makes no warranties regarding the accuracy or completeness of the information used to compose this map or the data from which it was produced.
The map does not purport to depict the boundaries between private and public lands.
This map is general in nature and is not for navigational purposes.

Draft **_____, 2025**

PLANNED DEVELOPMENT DISTRICT NO. { }: CROSSINGS @ 95

Planned Development District Agreement

between the

City of Bastrop, Texas

&

Iron Realty LLC - Bastrop, a Texas limited partnership

Approved by the Planning & Zoning Commission on:
_____, 2025.

Approved by the City Council on:
_____, 2025.

THIS PLANNED DEVELOPMENT DISTRICT AGREEMENT (this "Agreement" or the "PDD Agreement") is entered into between the City of Bastrop, Texas, a Home-Rule municipality ("City"), and Iron Realty LLC - Bastrop, a Texas limited partnership ("Owner"), pursuant to City of Bastrop Code of Ordinances, Article__.__, and Planned Development Districts Ordinance, Section . (the "PDD Ordinance"), pertaining to the Property defined below.

RECITALS

WHEREAS, the Owner is the owner of certain real property consisting of approximately 7.40 acres, commonly known as Crossings @ 95, located within the city limits of the City of Bastrop, in Bastrop County, Texas, and as more particularly identified and described in ***Exhibit A*** (the "Property") to ***Attachment "A"****;* and

WHEREAS, the Owner intends to develop an integrated, innovative, planned development consisting of a mixed-use retail, commercial services, restaurant, multifamily, and townhomes as described herein; and

WHEREAS, the Property is currently zoned PEC Employment Center pursuant to Ordinance No. 2019-51-B3 Code (the "Original Zoning Ordinance"), which ordinance also grants the Property various warrants set forth therein which are also attached hereto as ***Exhibit D*** **to** ***Attachment "A"*** (the "Warrants"; and

WHEREAS, the Parties believe it is in the best interest of the Project to amend and replace the Original Zoning Ordinance with this PDD Agreement; and

WHEREAS, the Property will be developed by Owner, its affiliates or their successors and assigns, for construction and use in general accordance with the PD Master Plan submitted to the City shown as ***Exhibit B*** **to** ***Attachment "A"*****;** and

WHEREAS, the City of Bastrop Code of Ordinances, the PDD Ordinance, and this Agreement set forth the Development Standards that will be applicable to the Property, and which, with the PD Master Plan, will control development of the Property; and

WHEREAS, subject to public notices and public hearings, the City's Planning and Zoning Commission reviewed and recommended approval of this Agreement; and

WHEREAS, the City Council reviewed this Agreement and the proposed PD Master Plan and determined that it promotes the health, safety, and general welfare of the citizens of Bastrop and complies with the intent of the PDD Ordinance.

NOW, THEREFORE, BY THIS AGREEMENT WITNESSETH that, in consideration of the covenants and conditions set forth herein, the City and the Owner agree as follows:

ARTICLE I. GENERAL PROVISIONS

1.1. Purpose. The purpose of the PDD Agreement is to ensure a development that includes compatibility of land uses and allows for the adjustment of changing community demands by meeting one or more of the following criteria, namely that it:

(a) provides for superior design of lots or buildings;
(b) provides for open space for public use;
(c) provides amenities or features that would be of special benefit to the property users or community;
(d) protects, preserves, or adequately mitigates for natural amenities and environmental assets such as tress, creeks, ponds, floodplains, hills, slopes, viewscapes and wildlife habitats;
(e) protects or preserves existing historical buildings, structures, features, or places;
(f) provides for an appropriate balance between the intensity of development and the ability to provide adequate supporting public facilities and services; and
(g) meets or exceeds the present standards of the City's Code.

1.2. Zoning. The Property is designated PDD with a base district of P4 Neighborhood Mix (with Warrants) and shall be developed in accordance with the PD Master Plan, and this Agreement (including the Development Standards and Warrants). It is hereby acknowledged that regardless of the zoning category approved for the Property, the Property shall be able to be developed for a mixed-use retail & commercial services, restaurant, multifamily, and townhomes in accordance with the PD Master Plan, the Warrants, the Development Standards and the terms and conditions of this Agreement.

The development will be divided into four lots:
(a) Lot 1: A one-story restaurant building.
(b) Lots 2 and 3: A four-story building with the ground floor designated for mixed-use retail and commercial spaces, and the second through fourth floors serving as an apartment complex.
(c) Lot 4: Two-story townhomes.

All matters not specifically addressed in this Agreement shall be regulated by applicable sections of the Code (as hereinafter defined). If there is a conflict between this Agreement and the Code, this Agreement shall supersede the specific conflicting provisions of the Code.

1.3. Development Standards Approved. The Development Standards set out in Article II of this Agreement and listed on ***Exhibit C*** **to** ***Attachment "A"*** (the "Development Standards") are hereby approved. Owner agrees that all uses and development within the Property shall substantially conform to the PD Master Plan.

1.4. Minor Changes. Minor changes may be made to this Agreement, including the PD Master Plan, by Owner and the City Manager without action of the City Council or Planning & Zoning Commission. Such minor changes shall include, for example, but not limited to, minor adjustments to the parking layout, pedestrian connectivity layout, lot layout,

drainage ways, street and drive alignments, minor changes to any matters depicted on exhibits hereto that are intended to be substantially accurate, but approximate according to the terms hereof, minor adjustments to building footprints, building location, building size or building elevations and other adjustments that do not result in overall increases to traffic or density as set forth in the PD Master Plan and which do not otherwise frustrate the purposes of this Agreement. The City Manager may approve minor changes in writing following consultation with the City Engineer. Any dispute between the Owner and City Manager regarding whether a change is a "minor change" shall be referred to the Planning & Zoning Commission for recommendation and City Council for final approval.

1.5. Major Changes. Any change which is not a minor change shall require a zoning amendment with recommendation by the Planning & Zoning Commission and final approval by the City Council.

1.6. Definitions. Words and terms used herein shall have their usual meaning except as they may be specifically defined in this Agreement, or, if capitalized and not defined herein, as defined in the City Code of Ordinances, including, without limitation, the PDD Ordinance, the Zoning Ordinance, the Sign Ordinance, and the Lighting Ordinance, as such Code exists on the effective date of this Agreement and as is modified by this Agreement.

Agreement: This contract between the City of Bastrop, Texas, and the Owner, including all Attachments and Exhibits, which are incorporated herein for all intents and purposes.

City: The City of Bastrop, Texas, an incorporated Home-Rule municipality located in Bastrop County, Texas.

City Manager: The chief administrative officer of the City of Bastrop, Texas. The term shall also include the Deputy City Manager.

City Council: The governing body of the City.

City Engineer: The engineer of the City.

City Permit: A city license, certificate, approval, registration, consent, permit, or other form of authorization required by a City ordinance, regulation or rule in order to develop, construct and operate the improvements on the Property.

Code: The City's Code of Ordinances, including, without limitation, and the PDD Ordinance, as such Code exists on the Effective Date of this Agreement and as is modified by this Agreement.

Development Standards: As defined in Section 1.3.

Effective Date: The Effective Date of this Agreement shall be the date of full execution by both Parties.

HWY 95 Improvements: As defined in Section 2.3.4.

Linden Street Improvements (Public Improvements Plan): As defined in Section 2.3.3.

Owner: Iron Realty LLC - Bastrop, a Texas limited liability company, and any subsequent owner(s).

Original Zoning Ordinance: As defined in the Recitals.

PD Master Plan: The Planned Development ("PD") Master Plan submitted to the City by the Owner and attached hereto as ***Exhibit B* to *Attachment "A".***

Project: A planned development on the Property consisting of mixed-use retail & commercial services, restaurant, multifamily, and townhomes, together with a reciprocal access driveway, parking areas, open spaces, and utilities as described in this Agreement and the PD Master Plan.

Property: As defined in the Recitals.

Retail: The sale of goods to the public, usually in stores, for use or consumption by the ultimate consumer. Retail shall not include the operation of outdoor storage (except as an accessory use), automotive sales, automotive services (except as an accessory use), warehousing (except as an accessory use), ministorage, call centers, or multifamily residences.

TIA: Shall mean the Traffic Impact Analysis

Warrants: As defined in the Recitals.

ARTICLE II. PD MASTER PLAN

2.1 **Development Standards**. The development standards of this PDD may include, but shall not be limited to, uses; density; lot size; building size; lot dimensions; setbacks; coverage; height; landscaping; lighting; screening; fencing; parking and loading; signage; open space; drainage; and utility standards, shall be in accordance with the P4 Neighborhood Mix place type of the B3 Code. However, all building types shall be allowed 4 stories in height, (as generally shown on ***Exhibit B to Attachment "A"***), with a variety of unit sizes and bedroom mixes, and those modified Development Standards within the Development Standards Variances, Deviations, Waivers, and Warrants List identified in **Exhibit C**, and approved as part of this PDD.

2.2 **Civic Space.** This PDD shall include privately owned & maintained civic space that shall be accessible to the public as generally shown in ***Exhibit B to Attachment "A"***. The exact locations of civic space shall be finalized during site plan review. The private civic space shall meet the intent of the civic space requirement of the B3 Code.

2.2.1 **Alternatives.** Upon written request by Owner or Owner's agent to the City for approval of such an alternative, the City Manager may, in the exercise of the City Manager's discretion, administratively approve alternatives to the foregoing building and architectural elements otherwise applicable to the Project. To be approved administratively, the proposed alternatives must substantially comply with the foregoing building and architectural elements and must be designed to result in increased aesthetic appeal. A copy or memorandum of any such alternatives, whether

approved administratively or by Council, shall be placed in the public record and shall run with the land.

2.2.2 Building Separation. Notwithstanding any other provision of the Code, the minimum separation distance between buildings on the Property may equal the minimum separation distance necessary to satisfy the applicable building and fire codes, including zero separation buildings that meet said Code requirements.

2.3 Access.

2.3.1 Traffic Impact Analysis. The TIA has been waived by TxDOT in lieu of the development of improvements to HWY 95, as shown in **Exhibit F of Attachment 'A'**.

2.3.2 Access Easements. The Property will be covered by a Reciprocal Access Easement Agreement, which will be recorded in the Official Public Records of Bastrop County, Texas.

2.3.3 Linden Street Improvements (Public Improvement Construction Plans):

The offsite improvements to Linden Street have been divided into sections A, B, and C, as detailed in **Exhibits B of Attachment A**.

- **Section A:**
  Includes approximately 800 LF of improvements within the existing Linden Street. The Owner agrees to fund and construct the necessary improvements to bring the roadway to a total width of 26 feet, as shown in the PD Master Plan. The improvements will include milling & overlaying ½" of the entire road section.

- **Section B:**
  Includes a new section of Linden Street which goes through the existing ROW, approximately 235 LF, the Owner agrees to fund and construct entire roadway to a total width of 26 feet, as shown in the PD Master Plan. Cost estimates are provided in **Exhibit B**.

- **Section C:**
  Includes a new section of Linden Street, approximately 150-LF, crossing city-owned property to be established as a new ROW. The property ID is 71475. the Owner agrees to fund and construct entire roadway to a total width of 26 feet, as shown in the PD Master Plan. Cost estimates are provided in **Exhibit B**.

To assist in the construction of the Traffic Improvements, the City will make available, at no cost to Owner, the right to use any rights of way or easements held by the City. If offsite easements are required and Owner is unable to obtain all required offsite easements, upon written request and documentation of a good faith effort, the City may consider using its powers of eminent domain to assist with easement/right of way acquisition.

2.3.4 **HWY 95 Improvements**. The Owner agrees to coordinate with the Texas Department of Transportation (TxDOT) for the proposed improvements to HWY 95. These improvements will be outlined in detail in ***Exhibit F of Attachment "A"***. The Owner will ensure that all work complies with TxDOT standards and will obtain any necessary permits or agreements prior to the commencement of construction. The scope of these improvements will be subject to TxDOT review and approval to meet all state and local requirements. TxDOT permitting will be required before recordation of the Final Plat.

2.4 Property Phasing or Scheduling. The Project may be developed in phases. Individual lots or pads may be developed as they are required by their end uses. Lots may not be built on until public wastewater, water, drainage and street infrastructure becomes available to all of the lots. If project is developed in phases, a phasing plan will be required for permitting with the City.

2.5 Impervious Cover. There shall be a total of no more than **75%** impervious cover on the Property as a whole, impervious cover may be averaged over the entire Property allowing some lots increased impervious cover offset by lots with lesser impervious cover. As part of the development, rainwater harvesting tanks will be incorporated to the greatest extent possible during the site plan phase.

Each lot within the subdivision will have the following lot coverage:

LOTS	SF	IMP	Percent IMP
1	25,901.79	20,721.43	80%
2	69,653.44	62,688.10	90%
3	90,293.92	63,205.74	70%
4	136,410.48	83,210.39	61%

2.6 Easements. All lots will be granted an irrevocable easement along one or more shared access easements. These terms will be included in the Reciprocal Access Easement Agreement covering the Property.

2.7 Development Plan & Construction.

2.7.1 The City hereby determines that the PD Master Plan shall become non-effective if the Owner does not commence construction of the initial phase of the Project within five (5) years after the Effective Date. Once construction commences, the PD Master Plan shall be effective indefinitely.

2.7.2 In any event, the PD Master Plan shall remain in effect for at least five (5) years unless Owner sooner requests that it be replaced or terminated.

2.8 Fees. Owner shall pay the City's standard application, review and development fees, as set out in the City's Fee Schedule Ordinance in effect as of the Effective Date. The City's consultant costs directly and exclusively related to this Agreement shall be reimbursed by the Owner to the City.

2.9 **Tree Mitigation.** The Owner and Developer shall fully comply with the City of Bastrop tree preservation and mitigation requirements in B3 Code and the B3 Technical Manual Plant List, and shall at the Owner's sole cost provide a tree survey and tree protection and mitigation plan with site development submittals, obtain all required approvals before land disturbance, install and maintain protection at critical root zones, avoid utility and grading impacts to protected and heritage trees, and for any City approved removal of a protected or heritage tree provide mitigation by replanting required caliper inches using approved species or by paying the applicable mitigation fee.

ARTICLE III. UTILITY CAPACITY

The City hereby warrants and represents that the City commits to provide water and wastewater service to the Property, subject to execution of a separate utility agreement between Owner and the City. Furthermore, all water and wastewater utility infrastructure shall be constructed and operated in compliance with said separate utility agreement between Owner and the City.

3.1 **Wastewater Extension**: The Owner agrees to fund the offsite improvements required for the construction of the wastewater line to Hawthorne Street as shown in ***Exhibit G of Attachment "A"***.

The City agrees to grant the Owner the necessary rights to extend the wastewater line through the City's right-of-way (ROW) and easements at no cost to the Owner. These extensions will be carried out in accordance with the City's standards and requirements, and the Owner will coordinate closely with the City to ensure proper installation. Upon completion, the City will assume ownership and maintenance responsibilities for the wastewater line.

ARTICLE IV. APPLICABLE RULES & REGULATIONS

4.1 **Intent**. The parties intend that this Agreement authorize certain Property uses and development on the Property; provide for the uniform review and approval of plats and development plans for the Property; provide exceptions to certain ordinances; and provide other terms and consideration. It is the intent of the City and Owner that these vested development rights include the character of land uses and the development of the Property in accordance with the standards and criteria set forth in this Agreement and the Code, as modified in accordance with the exceptions set forth in this Agreement.

4.2 **Applicable Rules**. Each application for a City Permit including a Site Plan, that may be filed with the City for the Project, shall comply with, and shall be reviewed, processed and approved, only in accordance with the terms of the ordinances that were in enacted on or before the Effective Date, except as modified by this Agreement, subject to the exceptions set forth below. The provisions of this Section shall not apply to the following types of City ordinances, rules, and regulations:

(a) International building, fire electrical, plumbing, or mechanical codes of the type typically found in the City Code;
(b) Ordinances and regulations for utility connections (other than with regard to utility capacity commitments described in **Article III** of this Agreement); and
(c) Ordinances and regulations to prevent the imminent destruction of property or injury to persons.

Permit applications subject to (a), (b) and (c) above shall be evaluated according to ordinances in effect at the time of application for the individual permit. However, Owner and City may agree that the applicable submission for a permit or approval be evaluated in accordance with the requirements of a subsequent City ordinance, regulation, or rule.

4.3. Owner's Right to Continue Development.

4.3.1 In consideration of Owner's agreements hereunder, the City agrees that it will not, during the term of this Agreement, impose or attempt to impose:

(a) any moratorium on building or development within the Property; or

(b) any land use or development regulation that limits the rate or timing of land use approvals, whether affecting preliminary plats, final plats, site plans, building permits, certificates of occupancy or other necessary approvals, within the Property.

4.3.2 The preceding subsection does not apply to any temporary moratoriums uniformly imposed throughout the City due to an emergency constituting an imminent threat to public health or safety, provided that such moratorium will continue only during the duration of the emergency.

4.4 Approvals. The City agrees that preliminary plats, final subdivision plats and construction documents submitted in accordance with this Agreement will be reviewed, and processed in a timely manner and otherwise in accordance with the Code, as modified by this Agreement.

4.3.3 Construction plans consistent with the Code, as modified by this Agreement can be approved prior to approval of final plat. However, construction will not be allowed until the plat has been recorded.

4.3.4 The approval of the preliminary plat of all or a portion of the Property shall expire twenty-four (24) months after the City's approval unless:

1. A corresponding final plat on the Property (or a portion of the Property) approved on the preliminary plat is filed; or
2. An extension is granted by the City.

4.5 No Regulation Plan. The platting process for the Property shall not include a Neighborhood Regulation Plan because it is not necessary for this type of development.

4.6 Site Development Plan Review

A. **Purpose**. This section establishes a site plan review process for the Property. The purpose of the review is to ensure efficient and safe land development, harmonious use of land, compliance with appropriate design standards, safe and efficient vehicular and pedestrian circulation, parking and loading, and adequate water supply, drainage and storm water management, sanitary facilities, and other utilities and services.

B. **Applicability**. Site plan review and approval shall be required for new construction or the significant enlargement or alteration of any exterior dimension of any building, structure, or improvement within the Property.

As used in this section, the term "improvements" shall also include alterations made to land only, such as paving, filling, clearing, or excavating. As used in this section, the term "significant enlargement or alteration" shall mean the construction of structures, or the alteration of land, if such construction or alteration impacts or potentially affects other existing or future land uses, including those on adjacent or nearby land.

The City Manager shall make the initial determination of whether a proposed development, construction, enlargement, or improvement requires a site plan or not.

The site development plan must be prepared by a licensed and registered professional land surveyor, and/or a licensed professional engineer.

No building permit shall be issued for any of the above developments unless a site plan is first approved by the City. No certificate of occupancy shall be issued unless all construction and development conforms to the site plan as approved by the City. A public hearing on a site plan is not required. The fee for a site plan will be determined by the City Manager.

C. **Site Plan Details**. The site plan shall contain sufficient information relative to site design considerations, including but not limited to the following:

1. Location of existing and proposed building(s), structure{s) or other improvement(s), as well as proposed modifications of the external configuration of the building(s), structure(s) or improvement(s),
2. Required front, side and rear setbacks from property lines,
3. Existing or proposed easements or right-of-way, within or abutting the lot where development is being proposed,
4. The dimensions of any street, sidewalk, alley or other part of the property intended to be dedicated to public use. These dedications must be made by separate instrument and referenced on the site plan,
5. On and off-site circulation (including truck loading and pickup areas) and fire lanes,
6. Required parking with dimensions given for layout.
7. Topography,
8. Grading,
9. Landscaping design,
10. The location and size of existing public water and wastewater lines, fire hydrants and manholes available to service the-proposed development; or, if public service is unavailable, the location and size of existing private on site water and wastewater facilities; and any proposed water and wastewater lines, fire hydrants and manholes required to serve the project,
11. Location of screening with dimensions and material used,
12. Engineering for streets and utilities,
13. The location of the 100-year flood plan on the proposed development site, if any,

14. Calculations, prepared by a licensed professional engineer, showing the storm water flow (e.g., rate, velocity, location} before and after the proposed construction. Calculations must take into account storm water that currently enters and exits the site,
15. Building elevations,
16. The location and ownership of adjacent properties,
17. If it is the intent to use groundwater under the land, a licensed engineer registered to practice in Texas must certify that adequate groundwater is available to serve the development, and
18. Location of dumpster(s) and screening for dumpster(s).

Provision of the above items shall conform to the principles and standards set forth in this Agreement.

D. **Principles and standards for site plan review**. The City staff shall review the site plan for compliance with all applicable ordinances (as modified by this Agreement).

Based upon its review, the staff may approve, conditionally approve, request modifications, or deny the site plan based on evaluation of the site plan details with respect to the site plan's compliance with all provisions of this PDD Ordinance, and other ordinances of the City of Bastrop including but not limited to off-street parking and loading, lighting, open space, and the generation of objectionable smoke, flames, noise, odors, dust, glare, vibration, or heat, as such ordinances have been modified by this Agreement (including the Warrants and Development Standards).

4.7. Approval Process.

A. The Director of Planning and Development, or designee, shall review and approve, approve with conditions, or deny all site plans except for PD, CUP or other districts requiring public hearings. Any decision on a site plan with which the applicant disagrees may be appealed to the Planning and Zoning Commission as set forth in (4.10.B) below.

B. The City staff shall place the site plan on the regular agenda of the Planning and Zoning Commission within thirty (30) days after the request for appeal. If recommended for approval by the Planning and Zoning Commission, the site plan shall be deemed approved by the City. If the site plan is recommended for denial by the Planning and Zoning Commission, the applicant must request the site plan be placed on the City Council's agenda within ten (10) days from the date the appeal was denied by the Planning and Zoning Commission. The City Council shall have final approval or disapproval on all site plans which are appealed.

C. If development of a lot with an approved site plan has not commenced within five years of the date of final approval of the site plan, the site plan shall be deemed to have expired. Said review and approval shall be evaluated according to the standards above, taking in to account all changes to applicable ordinances which have occurred subsequent to the prior approval of the site plan.

D. It is recognized that final architectural and engineering design may necessitate minor changes in the approved site plan. In such cases, the Director of Planning and Development and City Engineer shall have the authority to approve minor modifications of an approved site plan, provided that such modifications do not materially change the circulation and building location on the site, or any conditions specifically attached as part of a City Council approval.

ARTICLE V. TERM, ASSIGNMENT & AMENDMENT

5.1 **Term.** The term of this Agreement will commence on the Effective Date (as defined below) and continue in perpetuity, unless terminated on an earlier date under other provisions of this Agreement or by written agreement of the City and Owner. This Agreement shall run with the land and shall be binding upon and inure to the benefit of the Parties and their respective successors and assigns of Owner that construct the improvements on the Property contemplated hereunder.

5.2 **Amendment by Agreement.** This Agreement may be canceled, changed, modified or amended, in whole or in part, only by the written and recorded agreement by the City and the then current owner of the Property. In the event that the Property shall be owned by more than one owner, then this Agreement may be canceled, changed, modified or amended, in whole or in part, only by the written and recorded agreement by the City and the owners of sixty (60%) of the land area of the Property; provided, however, that so long as Owner has an ownership interest in the Property, it shall be required to join in any cancellation, change, amendment or modification of this Agreement.

5.3 **Assignment.**

5.3.1 This Agreement shall run with the land. All the Owners and all future owners of all or any portion of the Property, including, without limitation, any affiliates of Owners to which all or any portion of the Property is conveyed and contributed, shall have the benefits of this Agreement, and the Property may be developed as set forth herein without further action by the City; provided, however, that this Agreement may be amended as otherwise set forth herein.

5.3.2 If Owner assigns its rights and obligations as to a portion of the Property, then the rights and obligations of an assignee and Owner will be severable, and Owner will not be liable for the nonperformance of the assignee and vice versa. In the case of nonperformance by one Owner, the City may pursue all remedies against that nonperforming Owner as a result of that nonperformance unless and to the limited extent that such nonperformance pertains to a City requirement that also is necessary for the performing Owner's project, which performing Owner may also pursue remedies against the nonperforming Owner.

5.3.3 Upon sale, transfer or conveyance of all or portions hereinafter described Property by the Owner thereof (the owner of each portion of the Property called "Owner" of such portion herein), the duties and obligations of the Owner, as it relates to the transferred Property, shall be assumed by the new owner, and the transferring Owner shall have no further liability relating to such transferred Property.

5.3.4 The sale, transfer or conveyance of all or portions of the hereinafter described Property by the Owner shall include restrictive covenants that subject the conveyed portions to the terms of this Agreement.

5.3.5 This Agreement touches and concerns the Property and runs with the land.

5.4 Cooperation

5.4.1 The City and Owner shall cooperate with each other as reasonable and necessary to carry out the intent of this Agreement, including, but not limited to the execution of such further documents as may be reasonably required.

5.4.2 The City agrees to cooperate with Owner, at Owner's expense, in connection with any waivers, permits or approvals Owner may need or desire from Bastrop County, the Texas Commission on Environmental Quality, the Texas Department of Transportation, or any other regulatory authority in order to develop the Project in accordance herewith.

5.4.3 In the event of any third party lawsuit or other claim relating to the validity of this Agreement or any other actions taken hereunder, Owner and the City agree to cooperate in the defense of such suit or claim, and to use their respective commercially reasonable efforts to resolve the suit or claim without diminution of their respective rights and obligations under this Agreement. Each party agrees to pay its own legal fees in connection with any such third party claim.

ARTICLE VI. MISCELLANEOUS PROVISIONS

6.1 **Necessary Documents & Actions.** Each party agrees to execute and deliver all such other and further instruments and undertake such actions as are or may become necessary to effectuate the purposes and intent of this Agreement.

6.2 **Severability**. In case one or more provisions contained herein are deemed invalid, illegal, or unenforceable in any respect such invalidity, illegality or unenforceability shall not affect any other provisions hereof and in such event, this agreement shall be construed as if such invalid, illegal or unenforceable provision had never been contained herein.

6.3 **Applicable Law**. This Agreement shall be construed under and in accordance with the laws of The State of Texas.

6.4 **Venue**. All obligations of the parties created hereunder are performable in Bastrop County, Texas and venue for any action arising hereunder shall be in Bastrop County.

6.5 **No Third Party Beneficiaries**. Nothing in this Agreement, express or implied, is intended to confer upon any person or entity, other than the parties hereto (and their respective successors and assigns), any rights, benefits, or remedies under or by reason of this Agreement.

6.6 **Duplicate Originals**. This Agreement may be executed in duplicate original, each of equal dignity.

6.7 **Notices**. Until changed by written notice thereof any notice required under this Agreement may be given to the respective parties, by certified mail, postage prepaid or by hand delivery to the address of the other party shown below:

Owner:	**City of Bastrop:**
Iron Realty LLC - Bastrop	City of Bastrop, Texas
901 Marly Way	1311 Chestnut Street
Austin, Texas 78733	Bastrop, Texas 78602
Attn: Dr. Pavan Karnati	Attn: City Secretary

6.8 **Effective Date**. This Agreement shall be effective from and after the date of due execution hereof by all parties.

6.9 **Binding Effect.** This Agreement and the PD Master Plan bind and benefit the Owner and its successors and assigns.

6.10 **List of Exhibits.** The following attachments and exhibits are attached hereto and incorporated into this Agreement for all intents and purposes.

6.11 **Force Majeure**. Owner and the City agree that the obligations of each party shall be subject to force majeure events such as unavailability of materials, labor shortages, natural calamity, fire or strike.

6.12 **Estoppel Certificates**. From time to time upon written request by any seller or purchaser of all or a portion of the Property, or any lender or prospective lender of the Owner or its assignees, the City shall execute a written estoppel certificate to such seller or purchaser stating, if true that the City has not given or received any written notices alleging any events of default under this Agreement.

Attachment "A"

Exhibit A.....Property Legal Description
Exhibit B .....PD Master Plan & Proposed Lot Subdivision
Exhibit C .....Architectural Renderings
Exhibit D.....Warrants
Exhibit E .....Linden Street Improvements
Exhibit F.....HWY 95 Improvements
Exhibit G.....Offsite Wastewater Improvements
Exhibit H.....Form of Completion Agreement

[*Signatures on following page.*]

THE UNDERSIGNED PARTIES HEREBY EXECUTE THIS AGREEMENT :

CITY OF BASTROP, TEXAS:

by: _____
, Mayor

_____
Date of Execution

ATTEST:

by: _____
, City Secretary

APPROVED AS TO FORM:

by: _____
, Attorney for
City of Bastrop, Texas

Iron Realty LLC - Bastrop

by: _____
Dr. Pavan Karnati, Manager

_____
Date of Execution

ATTEST:

by: _____

APPROVED AS TO FORM:

by: _____
Dr. Pavan Karnati, Counsel for
Iron Realty LLC - Bastrop

ATTACHMENT "A"

EXHIBIT "A"

PROPERTY LEGAL DESCRIPTION

TOPOGRAPHIC TREE SURVEY

OF 7.398 ACRES
LOT 3
STEEL YARD SUBDIVISION
CABINET 2, PAGE 358A
DOCUMENT NO. 202125841
OFFICIAL PUBLIC RECORDS OF
BASTROP COUNTY, TEXAS

0 40 80

SCALE: 1" = 40'

BEARING BASIS
TEXAS STATE PLANE COORDINATE SYSTEM, GRID NORTH, CENTRAL ZONE (4203), NAD 83. DISTANCES IN US SURVEY FEET (GRID). ELEVATION DATA NAVD 88, GEOID 12B.

LEGEND

- SIGN
- POWER POLE
- GUY ANCHOR
- OHU — OVERHEAD UTILITY
- CHAIN LINK FENCE
- BARB/HOG WIRE FENCE
- PROPERTY LINE
- EDGE OF PAVEMENT

TREE TABLE		
Tree No.	Type	Trunk
220	CEDAR	11"
224	CEDAR	11"
225	CEDAR	9"
227	CEDAR	12"
231	OAK	12", 8", 8" (M)
232	ELM	8"
233	ELM	9"
238	CEDAR	8", 8" (M)
259	ELM	12"
260	OAK	13"
261	MESQUITE	20", 14" (M)
262	ELM	13"
264	ELM	14", 10" (M)
265	HACKBERRY	11"
266	HACKBERRY	9"
267	ELM	9"
268	ELM	14"
274	ELM	8", 7" (M)
289	PINE	10"
332	CEDAR	8"
333	MESQUITE	12", 7", 7" (M)
334	ELM	15", 12" (M)
335	CEDAR	9"
336	MESQUITE	15", 13', 12', 7" (M)
337	ELM	8", 6", 6", 4" (M)
338	CEDAR	13"
339	ELM	13"
340	CEDAR	14"
341	ELM	6", 6", 5" (M)
342	ELM	8"
343	ELM	12"
344	ELM	8", 7", 7', 7" (M)
345	ELM	10", 10", 9", 5" (M)
351	ELM	14"
352	ELM	8"
356	ELM	12"
357	ELM	10"
364	ELM	15', 9" (M)
365	ELM	12", 3" (M)
366	ELM	20"
367	HACKBERRY	8"
368	HACKBERRY	12"
369	ELM	16"
370	HACKBERRY	8"
377	ELM	8"
379	ELM	11"
380	CEDAR	11"
381	ELM	8"
382	ELM	10"
383	ELM	15", 12" (M)
384	ELM	7", 3" (M)
385	ELM	10"
386	ELM	9", 9' (M)
387	ELM	11"
388	ELM	20", 12" (M)
389	CEDAR	10"
390	HACKBERRY	9"
391	ELM	11"
392	MESQUITE	10"
393	HACKBERRY	10"
394	HACKBERRY	12", 12", 9" (M)
395	ELM	13"

TREE LEGEND

CRITICAL ROOT ZONE = DIAMETER EQUAL IN FEET TO TWICE THE NUMBER OF INCHES OF THE TREE'S TRUNK DIAMETER

(M) MULTIPLE TRUNK

TEMPORARY BENCHMARK #1
IRON ROD WITH CAP
ELEVATION: 407.37'

TEMPORARY BENCHMARK #2
IRON ROD WITH CAP
ELEVATION: 394.87'

TEMPORARY BENCHMARK #3
IRON ROD WITH CAP
ELEVATION: 396.11'

(N 87°31'04" E 247.85')

(S 27°49'16" E 612.94')

(N 03°04'17" W 667.14')

(N 77°19'19" W 281.82')

(N 69°48'26" W)
(84.90')

(N 53°27'59" W)
(70.09')

(S 39°17'00" W 251.23')

4" PVC
IN CONCRETE

GATE

STATE HIGHWAY NO. 95
(R.O.W. VARIES)

7.398 ACRES
LOT 3
STEEL YARD SUBDIVISION
CAB 2, PG 358A
P.R.B.C.

GENERAL NOTES:

1) THIS PROPERTY IS SUBJECT TO ANY AND ALL RECORDED AND UNRECORDED EASEMENTS. SURVEYOR HAS MADE NO INVESTIGATION FOR EASEMENTS OF RECORD, ENCUMBRANCES, RESTRICTIVE COVENANTS OR OWNERSHIP TITLE EVIDENCE.
2) THIS SURVEY ONLY SHOWS ABOVE GROUND IMPROVEMENTS.
3) SUBJECT TO ALL APPLICABLE DEVELOPMENT CODES AND ZONING ORDINANCES.
4) ANY UTILITIES SHOWN HEREON MAY BE EXAGGERATED FOR GRAPHIC REPRESENTATION ONLY.
5) OWNERSHIP DEED RECORDED IN DOCUMENT NO. 202125841, BASTROP COUNTY RECORDS.
6) THIS IS NOT A BOUNDARY SURVEY.

FLOOD INFORMATION

PER WWW.FEMA.GOV, THIS PROPERTY APPEARS TO BE LOCATED IN ZONE X. THIS PROPERTY WAS FOUND IN MAP NUMBER 48021C0225E, DATED 01/19/2006.

THE UNDERSIGNED DOES HEREBY CERTIFY THAT THIS SURVEY WAS MADE ON THE GROUND OF THE PROPERTY SHOWN HEREON UNDER MY DIRECTION AND IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND SUBSTANTIALLY COMPLIES WITH THE CURRENT TEXAS SOCIETY OF PROFESSIONAL SURVEYORS STANDARDS AND SPECIFICATIONS FOR A CATEGORY 6, CONDITION III LAND TITLE SURVEY.

DATE OF LAST FIELD WORK: JUNE 25, 2022

MATTHEW LEE TAYLOR, R.P.L.S. NO. 6848 12/07/2024
FIRM NO. 10194675

STATE OF TEXAS · REGISTERED · MATTHEW LEE TAYLOR · 6848 · PROFESSIONAL · LAND SURVEYOR

DRAWN BY: MLT REVIEWED BY: MLT
FIELD CREW: JS/JT
REVISION #:

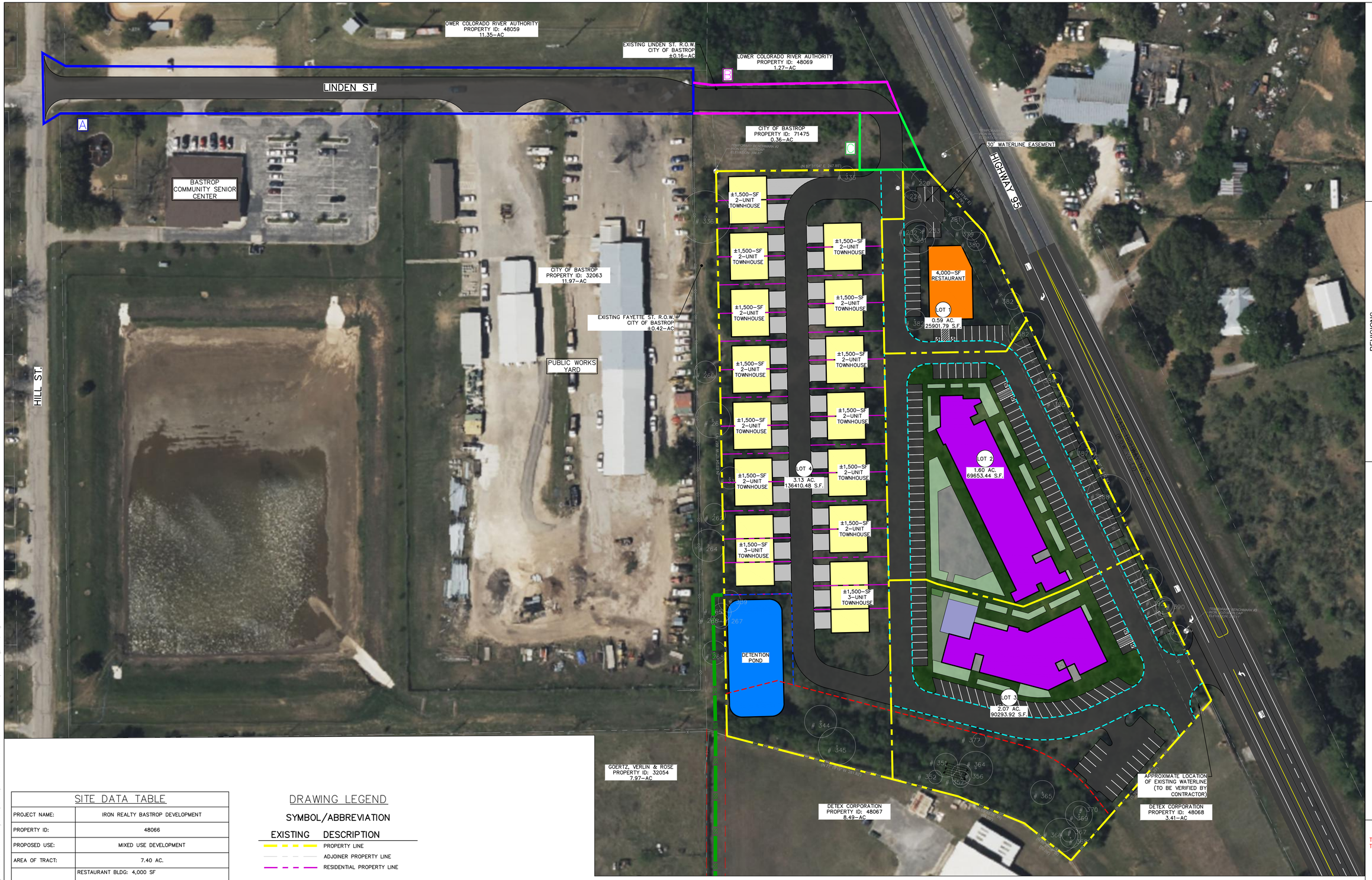
SURVEYED FOR:
IRON REALTY LLC
1800 STATE HWY 95
BASTROP, TX
PROJECT NO. 2022-93

LONE WOLF
LAND SURVEYING, LLC
163 Cool Water
Bastrop, TX 78
512-718-5868, Firm #
Lonewolflandsurveying.com

ATTACHMENT "A"

EXHIBIT "B"

PD MASTER PLAN & PROPOSED LOT SUBDIVISION



SITE DATA TABLE

PROJECT NAME:	IRON REALTY BASTROP DEVELOPMENT
PROPERTY ID:	48066
PROPOSED USE:	MIXED USE DEVELOPMENT
AREA OF TRACT:	7.40 AC.
BUILDINGS:	RESTAURANT BLDG: 4,000 SF TOWNHOUSES: 30 UNITS APARTMENTS: 1ST FLOOR 25,500-SF RETAIL 2ND TO 4TH FLOOR 54 APARTMENT UNITS
VEHICULAR PARKING SUMMARY:	RETAIL – 1 SPACE/300-SF = 85 SPACES RESTAURANT – 1 SPACE/200-SF = 20 SPACES APARTMENTS – 1.3 SPACE/UNITS = 71 SPACES RECOMMENDED: 176 SPACES PROVIDED: 180 SPACES (INCLUDING HANDICAP)

DRAWING LEGEND

SYMBOL/ABBREVIATION

EXISTING	DESCRIPTION
	PROPERTY LINE
	ADJOINER PROPERTY LINE
	RESIDENTIAL PROPERTY LINE

20 0 20 40

SCALE: 1 INCH = 20 FT

811 Know what's below. Call before you dig.

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

PARADISE ENGINEERS

INFO@PARADISE-ENGINEERS.COM WWW.PARADISE-ENGINEERS.COM TBPE FIRM NO. F-234

REVISIONS

REVISION	DESCRIPTION	DATE
2	3RD DRAFT SUBMITTAL TO CLIENT	JAN 16, 24
3	4TH DRAFT SUBMITTAL TO CLIENT	MAR 18, 24
4	5TH DRAFT SUBMITTAL TO CLIENT - LINDEN ST. IMPROVEMENTS	JUL 15, 24
5	6TH DRAFT SUBMITTAL TO CLIENT - LINDEN ST. IMPROVEMENTS	JUL 18, 24
6	7TH DRAFT SUBMITTAL TO CLIENT - LINDEN ST. IMPROVEMENTS	DEC 06, 24
7	8TH DRAFT SUBMITTAL - PDD	AUG 07, 25

EXHIBIT B - PD MASTER PLAN

CROSSINGS @ 95
PROPERTY ID: 48066
CITY OF BASTROP, TX

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DESIGN	DRAWN	CHKD
SS	SS	MSD

JOB No. 2023063

SHEET 1A OF 4

PRELIMINARY NOT FOR CONSTRUCTION

Crossings @ 95 EOPC - Liden Street Improvements

	Category	Description	Quantity	Unit	Unit Cost	Total Cost
Liden Street Improvements	SECTION A +/-800-LF	4" Hot Mix Asphalt (HMA) Type D	711	SY	$ 42.00	$ 29,866.67
		8" Crushed Limestone Base	711	SY	$ 14.00	$ 9,955.56
		8" Stablized Subgrade	711	SY	$ 25.00	$ 17,777.78
		1/2" Hot Mix Asphalt (HMA) Type D	1,600	SY	$ 10.00	$ 16,000.00
		Earthworks (Cut/Fill)	1	LS	$ 25,000.00	$ 25,000.00
		Traffic Control	1	LS	$ 7,500.00	$ 7,500.00
		Erosion Control	1	LS	$ 5,000.00	$ 5,000.00
					Liden Street Improvements Total	**$ 111,100.00**
	SECTION B +/-235-LF	4" Hot Mix Asphalt (HMA) Type D	679	SY	$ 42.00	$ 28,513.33
		8" Crushed Limestone Base	679	SY	$ 14.00	$ 9,504.44
		8" Stablized Subgrade	679	SY	$ 25.00	$ 16,972.22
		Earthworks (Cut/Fill)	1	LS	$ 5,000.00	$ 5,000.00
		Erosion Control	1	LS	$ 1,500.00	$ 1,500.00
					Liden Street Improvements Total	**$ 61,490.00**
	SECTION C +/-150-LF	4" Hot Mix Asphalt (HMA) Type D	433	SY	$ 42.00	$ 18,200.00
		8" Crushed Limestone Base	433	SY	$ 14.00	$ 6,066.67
		8" Stablized Subgrade	433	SY	$ 25.00	$ 10,833.33
		Earthworks (Cut/Fill)	1	LS	$ 5,000.00	$ 5,000.00
		Erosion Control	1	LS	$ 1,500.00	$ 1,500.00
					Liden Street Improvements Total	**$ 41,600.00**
Parking Lot	SECTION D Parking Lot	4" Hot Mix Asphalt (HMA) Type D	522	SY	$ 42.00	$ 21,933.33
		8" Crushed Limestone Base	522	SY	$ 14.00	$ 7,311.11
		8" Stablized Subgrade	522	SY	$ 25.00	$ 13,055.56
		Earthworks (Cut/Fill)	1	LS	$ 2,500.00	$ 2,500.00
		Stripping	1	LS	$ 10,000.00	$ 10,000.00
		Erosion Control	1	LS	$ 1,500.00	$ 1,500.00
					Liden Street Improvements Total	**$ 56,300.00**

Disclaimer *: The cost estimates provided above are for general guidance only and should not be used as final pricing. These are preliminary estimates, and exact costs can only be determined through a contractor's bid upon completion of the final design. Additionally, the quantities listed should NOT be used for any bidding purposes. Quantities to be verfied and updated after receiving final approval from the City.*

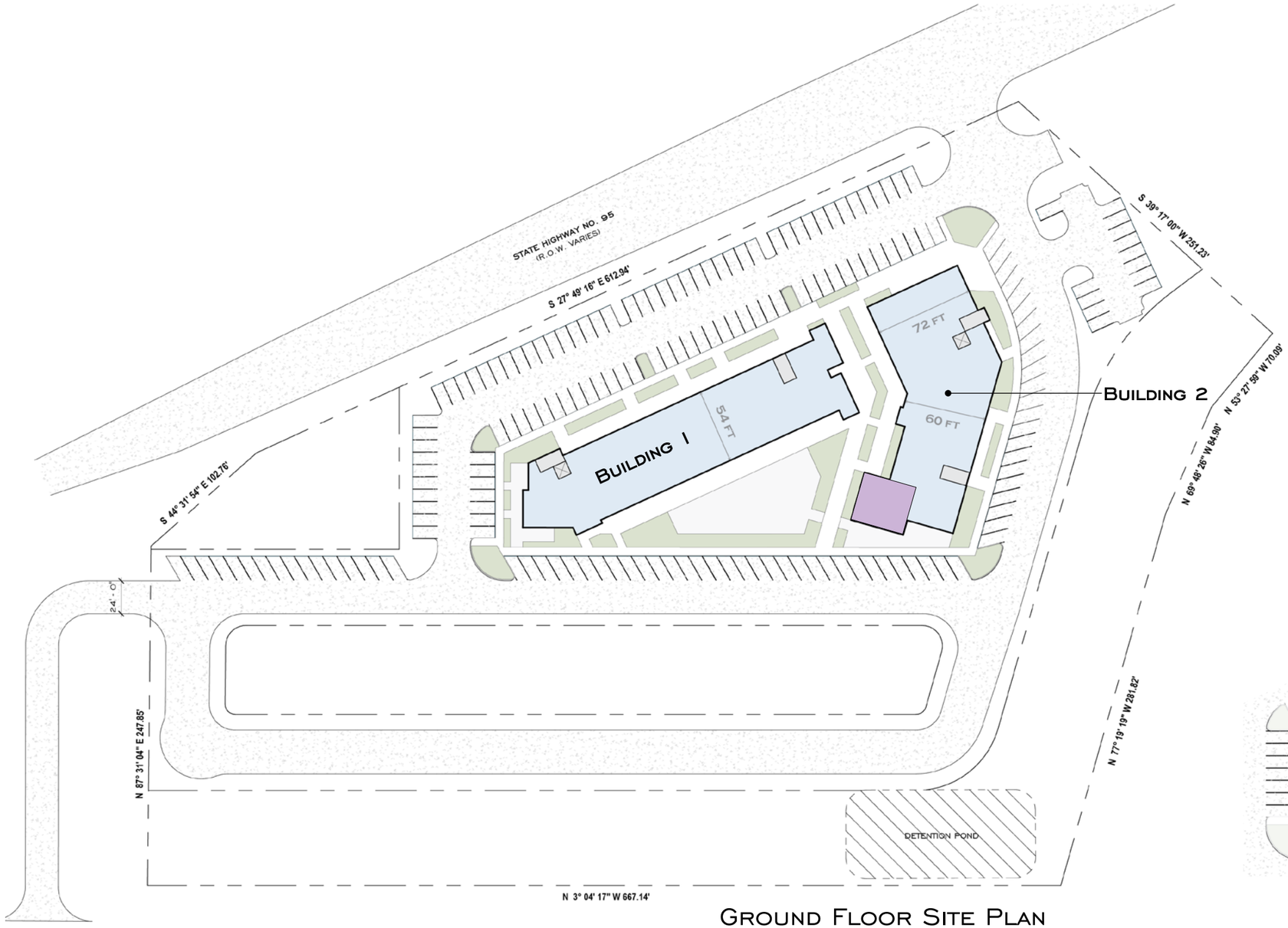
ATTACHMENT "A"

EXHIBIT "C"

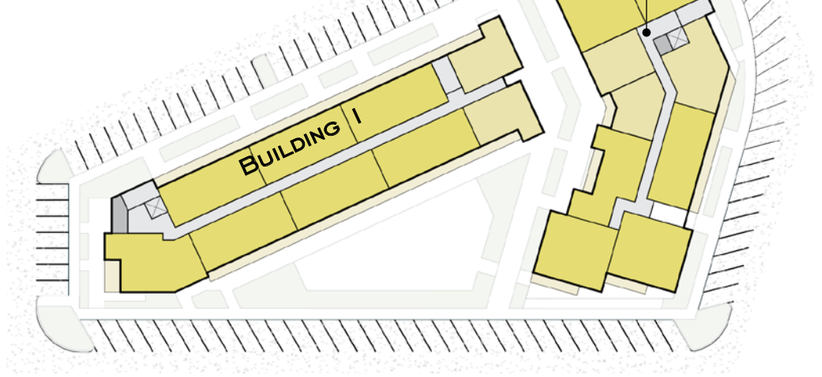
ARCHITECTURAL RENDERINGS

BUILDING 1			
COMMERCIAL			
TYPE		LEVEL	NET SF PER LEVEL
RETAIL		1	13,333 SF
CORRIDOR+ STAIR + ELEV.			500 SF
GROSS SF.			13,833 SF
RESIDENTIAL			
TYPE	UNIT COUNT	LEVEL	NET SF PER LEVEL
1 BED	2	2, 3 & 4	1,919 SF
2 BED	7	2, 3 & 4	9,687 SF
	9		11,606 SF
CORRIDOR+ STAIR + ELEV.			2,304 SF
GROSS SF.			13,910 SF
BALCONIES			2,327 SF
TOTAL AREA PER FLOOR			16,237 SF
RESIDENTIAL: 11,606 SF X 3 BUILDING STORY			34,818 SF
R. GROSS AREA: 13,910 SF X3 BUILDING STORY			41,730 SF

BUILDING 2			
TYPE		LEVEL	NET SF PER LEVEL
RETAIL		1	10,686 SF
LEASING OFFICE		1	1,438 SF
CORRIDOR+ STAIR + ELEV.			500 SF
GROSS SF.			12,624 SF
TYPE	UNIT COUNT	LEVEL	NET SF PER LEVEL
1 BED	2	2, 3 & 4	2,967 SF
2 BED	6	2, 3 & 4	8,476 SF
	8		11,443 SF
CORRIDOR+ STAIR + ELEV.			1,612 SF
GROSS SF.			13,055 SF
BALCONIES			1,258 SF
TOTAL AREA PER FLOOR			14,313 SF
RESIDENTIAL: 11,443 SF X 3 BUILDING STORY			34,329 SF
R. GROSS AREA: 13,055 SF X3 BUILDING STORY			39,165 SF



GROUND FLOOR SITE PLAN



TYP. RESIDENTIAL FLOOR (2-4)

Floor Plans



View 1 - Program



View 2 - Program



Exterior Rendering



Exterior Rendering

IRON REALTY BASTROP
HIGHWAY 95, PROPERTY ID 48066
BASTROP, TX 78602

COLLAB STUDIO



Exterior Rendering

IRON REALTY BASTROP
HIGHWAY 95, PROPERTY ID 48066
BASTROP, TX 78602

collab STUDIO



Exterior Rendering

IRON REALTY BASTROP
HIGHWAY 95, PROPERTY ID 48066
BASTROP, TX 78602

collab STUDIO



Exterior Rendering

IRON REALTY BASTROP
HIGHWAY 95, PROPERTY ID 48066
BASTROP, TX 78602

COLLAB STUDIO

ATTACHMENT "A"

EXHIBIT "D"

WARRANTS

B3 Code Section	Description	Proposed Alternative
3.2.008 Sidewalks	Min. 5' sidwalks on both sides of street or one 10' sidewalk on side of street	Due to the minimum right-of-way for Liden Street, no additional sidewalk is required for the existing section of Liden Street (Section 2.3.3 A). And a 5-foot sidewalk is required only on the south side of the new portion of Liden Street (Sections 2.3.3 B and C).
5.2.002(b)	Preferred block size is 330' by 330' and max block perimeter of 1,320'	Maximum block perimeter shall not exceed 1000' for all publicly dedicated roadways. Internal private driveways with a maximum width of 30' and a minimum width of 25' can be utilized to provide internal circulation within the maximum block perimeter. (As shown on Exhibit B). Street trees and sidewalks are not required on internal circulation driveways.
6.3.003(a)(3)	Building façade to be located within 30' of street corner and parking prohibited in First Layer	Not Required
6.3.005(d) (3)	For Corner Lots, driveways must be located in the Secondary Frontage	Not Required
6.3.005(d) (6)	For lots with more than 80' of frontage, driveway spacing shall be 300'	Not required.
6.3.006(a)	Max. Parking to be based on market and determined by DRC at Site Plan	Not required.
6.3.006(b) (2)	Requires parking to be 1 space per bedroom for muiltfamily	Parking shall be min. 1.2 spaces per multifamily unit.
6.3.006(b) (2a)	Minimum parking space as measuring ten feet by twenty feet (10’ x 20’).	Minimum parking space will be messured at nine feet by eighteen feet (9’ x 18’).
6.3.006(b) (5)	Requires parking to be located in the 2nd or 3rd Layer	Parking shall be allowed to be located in any layer.
6.3.006(b) (8)	Requires all parking to be screened either by buildings or other screening material	Not Required
6.3.006(b) (9)	Prohibits parking to be located within the rear setback	Parking shall be allowed in any rear setback.
6.3.008(d)	Max first floor story of a commercial building cannot exceed 25' from floor to ceiling	Maximum ceiling heights shall be up to 35'.
6.3.009(b)	Building frontage façade must be parallel to the ROW Frontage Line	Not required.
6.5.003	-70 percent max lot coverage; -60% minimum buildout at build-to-line; -Build-to-line is 5-15 ft	Per section 2.5
6.5.003	Buidling Height (Stories) - Max 3 - Principal Building	The building stories will be per section 1.2
7.1.002(k)	To prevent future conflicts regarding Street maintenance, private Streets are prohibited, except where justified by special considerations.	Allowing for streets to be privately owned, managed, and maintained is fiscally sustainable.
7.5.004	Plazas not permitted in P4 and require a minimum size of ½ acre.	Walkway easement/plazas will be as shown on Exhibit B.

ATTACHMENT "A"

EXHIBIT "E"

LINDEN STREET IMPROVEMENTS

PARADISE ENGINEERS

WWW.PARADISE-ENGINEERS.COM | INFO@PARADISE-ENGINEERS.COM | TBPE F-19961 BPLS F-2354

REVISIONS

REVISION	DESCRIPTION	DATE
2	3RD DRAFT SUBMITTAL TO CLIENT	JAN 16, 24
3	4TH DRAFT SUBMITTAL TO CLIENT	MAR 18, 24
4	5TH DRAFT SUBMITTAL TO CLIENT - LINDEN ST. IMPROVEMENTS	JUL 15, 24
5	6TH DRAFT SUBMITTAL TO CLIENT - LINDEN ST. IMPROVEMENTS	JUL 18, 24
6	7TH DRAFT SUBMITTAL TO CLIENT - LINDEN ST. IMPROVEMENTS	DEC 06, 24
7	8TH DRAFT SUBMITTAL - PDD	AUG 07, 25

EXHIBIT E - LINDEN STREET IMPROVEMENTS

CROSSINGS @ 95
PROPERTY ID: 48066
CITY OF BASTROP, TX

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DESIGN	DRAWN	CHKD
SS	SS	MSD

JOB No. 2023063

SHEET 2 OF 4

811 Know what's **below.** **Call** before you dig.

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PRELIMINARY NOT FOR CONSTRUCTION

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ATTACHMENT "A"

EXHIBIT "F"

HWY 95 IMPROVEMENTS

Item 9D.



PARADISE ENGINEERS

INFO@PARADISE-ENGINEERS.COM WWW.PARADISE-ENGINEERS.COM TBPE FIRM NO. F-234

REVISIONS

REVISION	DESCRIPTION	DATE
2	3RD DRAFT SUBMITTAL TO CLIENT	JAN 16, 24
3	4TH DRAFT SUBMITTAL TO CLIENT	MAR 18, 24
4	5TH DRAFT SUBMITTAL TO CLIENT - LINDEN ST. IMPROVEMENTS	JUL 15, 24
5	6TH DRAFT SUBMITTAL TO CLIENT - LINDEN ST. IMPROVEMENTS	JUL 18, 24
6	7TH DRAFT SUBMITTAL TO CLIENT - LINDEN ST. IMPROVEMENTS	DEC 06, 24
7	8TH DRAFT SUBMITTAL - PDD	AUG 07, 25

EXHIBIT F - HWY 95 IMPROVEMENTS

CROSSINGS @ 95
PROPERTY ID: 48066
CITY OF BASTROP, TX

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DESIGN	DRAWN	CHKD
SS	SS	MSD

JOB No. 2023063

SHEET 3 OF 4

PRELIMINARY NOT FOR CONSTRUCTION

510

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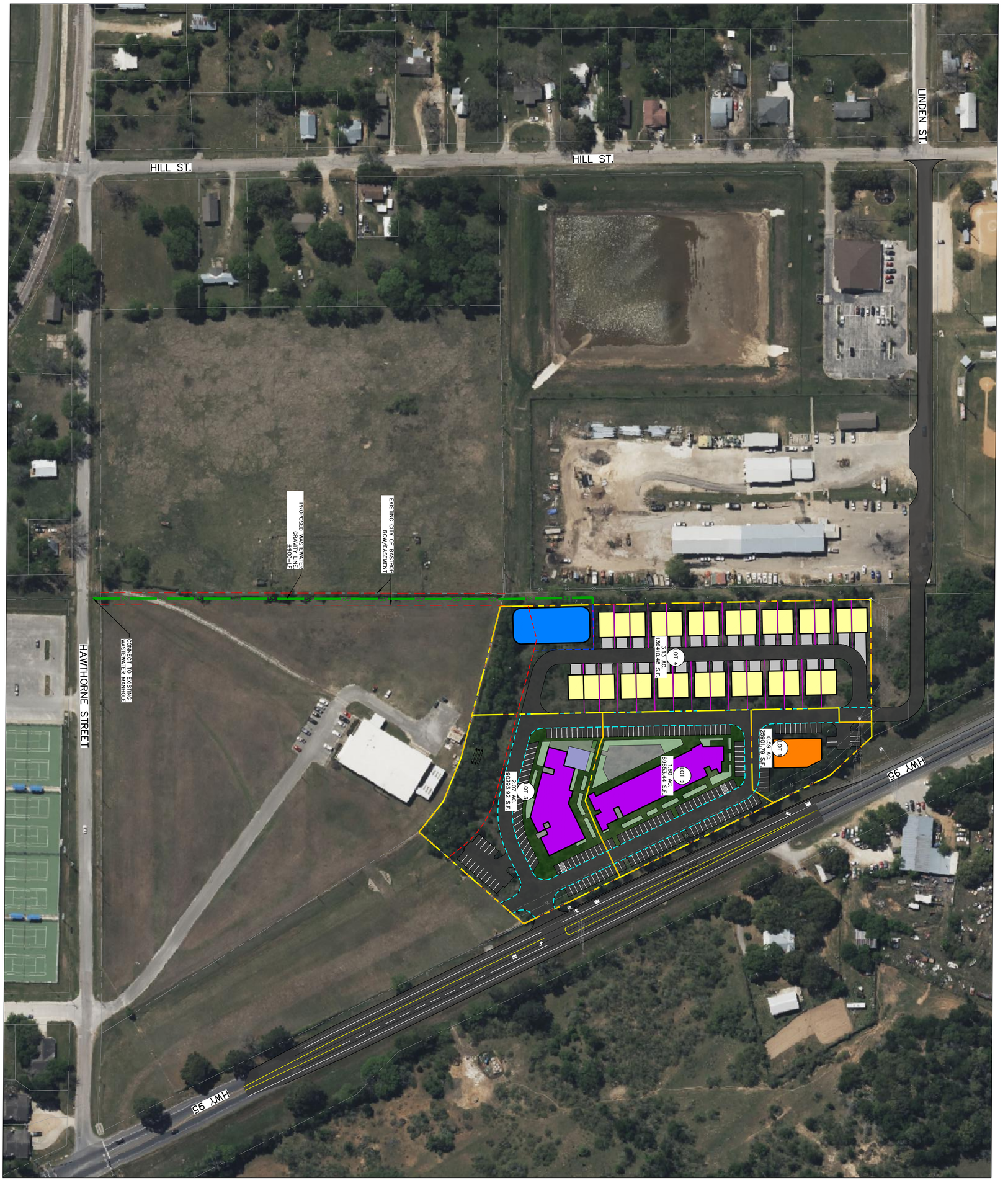
ATTACHMENT "A"

EXHIBIT "G"

OFFSITE WASTEWATER LINE IMPROVEMENTS



SCALE: 1 INCH = 40 FT

40 0 40 80

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EXHIBIT G - OFFSITE WASTEWATER IMPROVEMENTS

CROSSINGS @ 95
PROPERTY ID: 48066
CITY OF BASTROP, TX

REVISIONS		
REVISION	DESCRIPTION	DATE
2	3RD DRAFT SUBMITTAL TO CLIENT	JAN 16, 24
3	4TH DRAFT SUBMITTAL TO CLIENT	MAR 18, 24
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6	7TH DRAFT SUBMITTAL TO CLIENT - LINDEN ST. IMPROVEMENTS	DEC 06, 24
7	8TH DRAFT SUBMITTAL - PDD	AUG 07, 25

DESIGN SS
DRAWN SS
CHKD MSD
JOB No. 2023063
SHEET 2 OF 4

PARADISE ENGINEERS
INFO@PARADISE-ENGINEERS.COM WWW.PARADISE-ENGINEERS.COM TBPE FIRM NO. F-2144

S12

Item 9D

ATTACHMENT "A"

EXHIBIT "H"

FORM OF COMPLETION AGREEMENT

EXHIBIT B - PD MASTER PLAN

CROSSINGS @ 95
PROPERTY ID: 48066
CITY OF BASTROP, TX

REVISIONS		
REVISION	DESCRIPTION	DATE
2	3RD DRAFT SUBMITTAL TO CLIENT	JAN '16, '24
3	4TH DRAFT SUBMITTAL TO CLIENT	MAR '18, '24
4	5TH DRAFT SUBMITTAL TO CLIENT - LINDEN ST. IMPROVEMENTS	JUL '15, '24
5	6TH DRAFT SUBMITTAL TO CLIENT - LINDEN ST. IMPROVEMENTS	JUL '18, '24
6	7TH DRAFT SUBMITTAL TO CLIENT - LINDEN ST. IMPROVEMENTS	DEC 06, '24
7	8TH DRAFT SUBMITTAL - PDD	AUG 07, '25

PARADISE ENGINEERS
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WWW.PARADISE-ENGINEERS.COM
TBPE FIRM NO. F-2417

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DESIGN	DRAWN	CHKD
SS	SS	MSD

JOB NO. 14

PRELIMINARY NOT FOR CONSTRUCTION

DRAWING LEGEND

SYMBOL/ABBREVIATION	DESCRIPTION
EXISTING	
	PROPERTY LINE
	ADJOINER PROPERTY LINE
	RESIDENTIAL PROPERTY LINE

SITE DATA TABLE

PROJECT NAME:	IRON REALTY BASTROP DEVELOPMENT
PROPERTY ID:	48066
PROPOSED USE:	MIXED USE DEVELOPMENT
AREA OF TRACT:	7.40 AC.
BUILDINGS:	RESTAURANT BLDG: 4,000 SF TOWNHOUSES: 30 UNITS APARTMENTS: 1ST FLOOR 25,500~SF RETAIL 2ND TO 4TH FLOOR 54 APARTMENT UNITS
VEHICULAR PARKING SUMMARY:	RETAIL – 1 SPACE/300~SF = 85 SPACES RESTAURANT – 1 SPACE/100~SF = 40 SPACES APARTMENTS – 1.3 SPACE/UNITS = 71 SPACES RECOMMENDED: 176 SPACES PROVIDED: 180 SPACES (INCLUDING HANDICAP)

To: Sylvia Carrillo, City Manager

From: James E. Cowey, Development Services Director/Building Official

Date: September 9, 2025

Subject: Crossings at 95 PDD – Ordinance No. 2025-67

At the August 28, 2025, Planning and Zoning Commission meeting, staff presented the proposed PDD for the Crossings at 95.

Staff took a very literal approach to the code, especially in instances where the code is nuanced or not clear. Staff did this for transparency and to show all the changes being proposed.

It's important to note that the current zoning is "Employment Center" or EC, the most intense zoning designation.

Staff has been working with the developer since February 2025 on the application submission to create a functional development that meets the intent of the Future Land Use Map calling for "mixed-use corridor commercial/neighborhood residential" in this area.

All 17 "warrants" below were presented to the Planning and Zoning Commission, and the Planning and Zoning Commission recommended approval. For clarity, out of the 17 warrants, only 5 are currently applicable:

- Install a public sidewalk at Linden Street on only one side of the ROW, and allow the sidewalk to be 5 ft. instead of 10 ft.

- Allow the parking spaces to be 9'x18' instead of 10'x20'.

- The other variable item listed as a "warrant" is that of the required parking count for the site. This development proposed is a mixed-use retail/commercial site, that will house all of the cars necessary in the development. This would require a shared parking agreement among the parcels within the development. Not knowing what retail would fit, staff left this as a warrant, should a business with longer open hours locate there.

- Allow 75% maximum lot coverage; instead of the 60% maximum allowed in the P4 base zoning. Currently the zoning of EC allows 80% lot coverage by right. The final detail drainage design will be based on the actual and proposed lot coverage.

- Allow the Building Height (Stories) for the principal building to be a maximum of 4 stories; instead of the maximum of the 3 stories which is allowed by right in P4. The only structures that are being proposed to be 4 stories are mixed-use along HWY 95 per the exhibit. The townhomes will remain 2 stories, and the restaurant will be a single-story structure.

Please see the comments in red in the table below for the original 17 different warrants that were proposed for the PDD for Crossings at 95.

In addition to the 5 warrants above, 6 of the warrants are for clarification since the standards are no longer applicable based on B3 code changes since the original submission. The other 6 warrants are not clear in the existing B3 Code and do not really fit this site, thus staff presented as a warrant to ensure the information was covered.

This and more, will be part of the development code clean up that the Development Staff is currently working.

We will go over this in more detail at the City Council meeting as needed. We will also provide an exhibit of the existing site situation as it relates to the public sidewalk along Linden Street.

- Warrant Required

- Warrant For Clarification

- Warrant Not Required

B3 Code Section	Description	Proposed Alternative	City Staff Comments
3.2.008 Sidewalks	Min. 5' sidewalks on both sides of street or one 10' sidewalk on side of street	Due to the minimum right-of-way for Liden Street, no additional sidewalk is required for the existing section of Liden Street (Section 2.3.3 A). And a 5-foot sidewalk is required only on the south side of the new portion of Liden Street (Sections 2.3.3 Band C).	Based on existing conditions consisting of physical restraints on the North side. In discussion and coordination with City staff it was proposed to install on 5' sidewalk on the southside Linden St.
5.2.002(b)	Preferred block size is 330' by 330' and max block perimeter of 1,320'	Maximum block perimeter shall not exceed 1000' for all publicly dedicated roadways. Internal private driveways with a maximum width of 30' and a minimum width of 25' can be utilized to provide internal circulation within the maximum block perimeter. (As shown on Exhibit B). Street trees and sidewalks are not required on internal circulation driveways.	The 330 grid was removed with Ordinance No. 2025-24 that was passed by City Council on March 11, 2025.
6.3.003(a)(3)	Building facade to be located within 30' of street corner and parking prohibited in First Layer	Not Required	This code section will be removed as part of the code updates (Example: Alta Blakey Apartments).
6.3.005(~~d~~)(b) (3)	For Corner Lots, driveways must be located in the Secondary Frontage	Not Required	Streets are private with a secondary connection at Linden.
6.3.005(d) (6)	For lots with more than 80' of ~~frontage~~ wide street ROW, driveway must be spaced ~~spacing shall be~~ 300' apart	Not required.	Based on safety concerns and TxDOT requirements. One driveway with cross access easement for the south lot is proposed which will actually be a private street.
6.3.006(a)	Max. Parking to be based on market and determined by DRC at Site Plan	Not required.	Parking requirements were adopted by City Council on January 14, 2025, with Ordinance No. 2024-47 which required 1 10x20 parking space per bedroom and allowed shared parking.
6.3.006(b) (2)	Requires parking to be 1 space per bedroom for multifamily	Parking shall be min. 1.2 spaces per multifamily unit.	Using shared parking as noted above.
6.3.006(b) (2a)	Minimum parking space as measuring ten feet by twenty feet (10' x 20').	Minimum parking space will be measured at nine feet by eighteen feet (9' x 18').	Requesting smaller spaces which is still a standard size parking space which reduces impervious surface.

6.3.006(b) (5)	Requires parking to be located in the 2nd or 3rd Layer	Parking shall be allowed to be located in any layer.	Parking requirements were adopted by City Council on January 14, 2025 with Ordinance No. 2024-47 which allowed parking in all layers.
6.3.006(b) (8)	Requires all parking to be screened either by buildings or other screening material	Not Required	Parking is allowed in the first layer, but the screening requirement was not removed.
6.3.006(b) (9)	Prohibits parking to be located within the rear setback	Parking shall be allowed in any rear setback.	This was removed from the code on January 14, 2025, with Ordinance No. 2024-47.
6.3.008(d) (e)	Max first floor story of a commercial building cannot exceed 25' from floor to ceiling	Maximum ceiling heights shall be up to 35'.	This code section will be removed as part of the code updates due to not being able to enforce.
6.3.009(b)	Building frontage facade must be parallel to the ROW Frontage Line	Not required.	Based on layout with private streets this is being met.
6.5.003	-75% max lot coverage; -60% minimum buildout at build-to-line; -Build-to-line is 5-15 ft	Per section 2.5	The impervious cover was adopted by City Council on January 14, 2025 with Ordinance No. 2025-02 for proposed P4 based zoning. Current EC still allows 80%.
6.5.003	Building Height (Stories) - Max 3 - Principal Building	The building stories will be per section 1.2	Proposed P4 based zoning allows 3 stories max, the current EC allows 5 stories.
7.1.002(k)	To prevent future conflicts regarding Street maintenance, private Streets are prohibited, except where justified by special considerations.	Allowing for streets to be privately owned, managed, and maintained is fiscally sustainable.	The City is requesting private streets to be maintained by the developer to reduce financial burden to taxpayers.
7.5.004	Plazas not permitted in P4 and require a minimum size of ½ acre.	Walkway easement/plazas will be as shown on Exhibit B.	Plaza will be an accessory use, therefore it does not apply.

BASTROPTX
Heart of the Lost Pines / Est. 1832

STAFF REPORT

MEETING DATE: September 23, 2025

TITLE:

Discussion and possible direction regarding Senate Bill 1008, relating to state and local authority to regulate the food service industry and its impact on local alcohol permitting and licensing.

AGENDA ITEM SUBMITTED BY:

Submitted by: Michael Muscarello, City Secretary

BACKGROUND/HISTORY:

SB 1008 was passed by the Texas Legislature (effective September 1, 2025).

Its goals are to reduce regulatory duplication and conflict between state and local requirements, simplify permitting and fee structures, protect small businesses from unnecessary burdens, and ensure state-level minimums are honored.

Key provisions include:

Alcohol-permitted premises & fee duplication - If a premises holds an alcoholic beverage permit or license under the Texas Alcoholic Beverage Code and is a food service establishment etc., then local authorities may not charge local food-service-related permit fees and also charge an alcoholic beverage permit/fee for the same premises if the food-service permit/fee has already been paid to DSHS or a county/municipality/public health district. This aims to eliminate “double fees.”

FISCAL IMPACT:

N/A

RECOMMENDATION:

Receive direction on the handling of collected fees, pending payments, and future payment acceptance.

ATTACHMENTS:

- None

BASTROPTX
Heart of the Lost Pines / Est. 1832

STAFF REPORT

MEETING DATE: September 23, 2025

TITLE:

Consider and act on Resolution No. R-2025-158 to establish boundaries and standards for the creation of a South End District bounded by Water Street, Chestnut Street, Highway 95, and Gutierrez Street.

AGENDA ITEM SUBMITTED BY:

Submitted by: Sylvia Carrillo-Trevino, ICMA-CM, CPM, City Manager

BACKGROUND/HISTORY:

The South End District creation is the culmination of seeking to honor African-American heritage in the city of Bastrop. The area would be delineated with a boundary line of Chestnut, Water, Hwy 95, and Gutierrez.

Historically, the South End was a place of community as most black churches were situated in this area.



The Kerr Center has anchored the district for some time, and most recently the addition of the African-American Cultural Center and Freedom Colonies Museum. Both of these organizations have been instrumental in preserving the history of the county and immediate area.

The district would be led by volunteers and City staff.

The vision for the district is:

1) Working with TXDOT to create murals at the underpasses of College and Water Street.
    a) Mural ideas include maps of the 13 Freedom Colonies, with the pillars depicting their history
    b) Colorful art representations of nature, music, family, etc
2) Monument signs and street signs that distinguish entrance into the district
3) Creation of iconic art pieces in the newly created park space on MLK
4) Assist the volunteers in organizing assistance to assist elderly residents in the repair and upkeep of their homes in the district.
5) Assist the volunteers in organizing assistance on home purchase, credit, etc.
6) Continue to provide support for the food pantry located in the district.

The goal is NOT to create any overlay requirements for architecture, etc which would place an undue burden on the residents in the area.

FISCAL IMPACT:

At the onset, less than $5,000 for upgraded street signs.

Additional costs may include minimal costs to include grant matches, etc. Items such as art can be funded via Arts and Cultural Committee, Grants, or other methods.

RECOMMENDATION:

Approve the District

ATTACHMENTS:

1. Resolution
2. Idea Form

RESOLUTION NO. R-2025-158

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, ESTABLISHING BOUNDARIES AND STANDARDS FOR THE CREATION OF THE SOUTH END DISTRICT; PROVIDING FOR IMPLEMENTATION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Bastrop desires to honor and preserve the rich African-American heritage of the community; and

WHEREAS, the area historically known as the South End has been a center of cultural, social, and spiritual life, home to many of the City's Black churches, the Kerr Center, and most recently the African-American Cultural Center and Freedom Colonies Museum; and

WHEREAS, the City Council finds that formal recognition of the South End District will further community pride, support cultural preservation, and encourage volunteer efforts to assist residents, enhance public art, and improve neighborhood amenities; and

WHEREAS, it is the intent of the City that no additional architectural or overlay restrictions shall be imposed upon residents as part of this designation.

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

The South End District is hereby created, with boundaries generally described as Water Street, Chestnut Street, Highway 95, and Gutierrez Street.

Its purpose is to honor African-American heritage and promote neighborhood vitality through initiatives such as public art installations and murals — including depictions of the 13 Freedom Colonies — as well as monument and street signage identifying the District, and community-driven projects like home repair assistance, credit and homeownership support, and continued operation of the food pantry.

The District will be guided by volunteers working in collaboration with City staff, with funding for art and related initiatives pursued through grants, the Arts and Cultural Committee, or other appropriate sources.

This designation does not create any architectural, zoning, or other regulatory overlay requirements that could place an undue burden on residents. Initial expenditures, including upgraded street signage, shall not exceed $5,000, with any additional costs subject to available grant matches or alternative funding. This Resolution shall take effect immediately upon its adoption.

DULY RESOLVED AND ADOPTED by the City Council of the City of Bastrop this 23rd day of September 2025.

APPROVED:

_____
Ishmel Harris, Mayor

ATTEST:

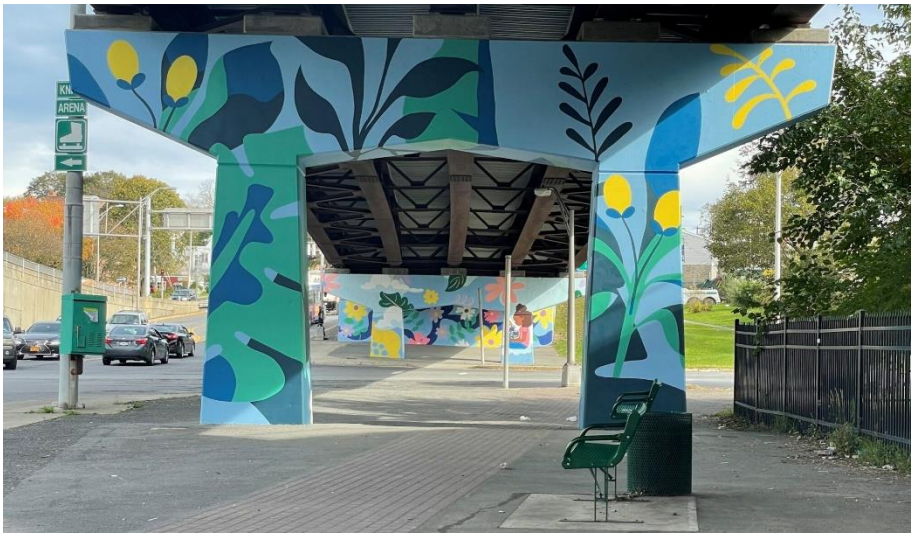
_____
Michael Muscarello, City Secretary

APPROVED AS TO FORM:

_____
Denton Navarro Rocha Bernal & Zech, P.C.

South End Idea Forms:






KENASTON Ave.
Cir. LUCERNE



STAFF REPORT

MEETING DATE: September 23, 2025

TITLE:

Consider and act on Resolution no 2025-167 to solicit the services of a professional engineer through a Request for Qualifications who will act as Engineer of Record for the Wastewater Treatment Plant #4 expansion.

AGENDA ITEM SUBMITTED BY:

Submitted by: Sylvia Carrillo-Trevino, ICMA-CM, CPM, City Manager

BACKGROUND/HISTORY:

The expansion of wastewater treatment plant #4, a ReUse Technology plant, will require the services of an Engineer of Record (EOR) to oversee the portion of the design that is specific to the City of Bastrop. This will require

It is a niche expertise, with only a handful of engineers in the country having worked or designed in this area; in the City's current IDIQ group, there are no engineers who have worked through this type of technology.

This agenda item will release a Request for Qualifications to solicit said engineer.

FISCAL IMPACT:

To be determined. Request for Qualifications for professional services cannot be based on price. The cost will ultimately be incorporated into the total cost of the plant.

RECOMMENDATION:

Approve the Resolution

ATTACHMENTS:

1. Resolution

RESOLUTION NO. 2025-167

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, AUTHORIZING THE RELEASE OF A REQUEST FOR QUALIFICATIONS (RFQ) TO SOLICIT THE SERVICES OF A PROFESSIONAL ENGINEER TO SERVE AS ENGINEER OF RECORD FOR THE WASTEWATER TREATMENT PLANT NO. 4 EXPANSION; PROVIDING FOR IMPLEMENTATION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Bastrop owns and operates Wastewater Treatment Plants and plans an expansion to what will be known as Wastewater Treatment Plant #4, a ReUse Technology facility, which requires expansion to meet the current and future wastewater treatment needs of the community; and

WHEREAS, the expansion project will require the expertise of a qualified professional engineer to act as the Engineer of Record (EOR) for the portion of the design specific to the City of Bastrop; and

WHEREAS, this area of engineering is a niche field, with only a limited number of professionals in the country having experience with ReUse Technology design, and none of the City's current Indefinite Delivery/Indefinite Quantity (IDIQ) engineers possess this expertise; and

WHEREAS, the City Council finds it necessary and appropriate to release a Request for Qualifications (RFQ) to solicit the services of a professional engineer who is experienced in this specialized technology and capable of serving as the Engineer of Record for the project.

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

Section 1.
The City Manager is hereby authorized to prepare and release a Request for Qualifications (RFQ) to solicit the services of a qualified professional engineer to act as Engineer of Record for the expansion of Wastewater Treatment Plant No. 4.

Section 2.
The selection of the Engineer of Record shall be conducted in accordance with Chapter 2254 of the Texas Government Code (Professional Services Procurement Act), which requires that selection be based on demonstrated competence and qualifications rather than price.

Section 3.
The cost of engineering services will be determined through negotiation with the selected firm and incorporated into the total cost of the Wastewater Treatment Plant No. 4 expansion project.

Section 4.
The City Manager is authorized to take all actions necessary to implement this Resolution.

Section 5.
This Resolution shall take effect immediately upon its passage and approval.

DULY RESOLVED AND ADOPTED by the City Council of the City of Bastrop this 23rd day of September 2025.

APPROVED:

_____
Ishmel Harris, Mayor

ATTEST:

_____
Michael Muscarello, City Secretary

APPROVED AS TO FORM:

_____
Denton Navarro Rocha Bernal & Zech, P.C.

BASTROPTX
Heart of the Lost Pines / Est. 1832

STAFF REPORT

MEETING DATE: September 23, 2025

TITLE:

Consider and act on Resolution no. 2025-168 to enter into a professional services agreement for planning and architectural services with Place Designers, Inc for the development of a feasibility study for a Hotel/Convention Center Project, and a Regional Hospital an amount not to exceed $96,000.

AGENDA ITEM SUBMITTED BY:

Submitted by: Sylvia Carrillo-Trevino, ICMA-CM, CPM, City Manager

BACKGROUND/HISTORY:

Approximately 400 acres of property is under master plan development at the intersection of Hwy 71 and Hwy 20.

This agenda item seeks to determine the viability and potential return on investment of the project types, as incentives will be requested by the development group.

FISCAL IMPACT:

$96,000 to be split equally by the General Fund and the Hotel Occupancy Fund.

RECOMMENDATION:

Approve the resolution.

ATTACHMENTS:

1. Resolution
2. Proposal

RESOLUTION NO. 2025-167

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF [CITY NAME], TEXAS, AUTHORIZING THE CITY MANAGER TO ENTER INTO A PROFESSIONAL SERVICES AGREEMENT WITH PLACE DESIGNERS, INC. FOR PLANNING AND ARCHITECTURAL SERVICES TO DEVELOP A FEASIBILITY STUDY FOR A HOTEL/CONVENTION CENTER PROJECT AND A REGIONAL HOSPITAL, IN AN AMOUNT NOT TO EXCEED $96,000; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of [City Name] is engaged in master planning for approximately 400 acres of property located at the intersection of Highway 71 and Highway 20; and

WHEREAS, the City seeks to evaluate the viability and potential return on investment for a proposed Hotel/Convention Center Project and a Regional Hospital, as requested by the development group; and

WHEREAS, Place Designers, Inc. has expertise in planning and architectural services and is qualified to develop the required feasibility study; and

WHEREAS, the total cost of the services shall not exceed Ninety-Six Thousand Dollars ($96,000), to be split equally between the General Fund and the Hotel Occupancy Fund; and

WHEREAS, the City Council finds that entering into a professional services agreement with Place Designers, Inc. is in the best interest of the City.

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

1. That the City Manager is hereby authorized to execute a professional services agreement with Place Designers, Inc. for planning and architectural services to develop a feasibility study for a Hotel/Convention Center Project and a Regional Hospital.

2. That the total expenditure for these services shall not exceed Ninety-Six Thousand Dollars ($96,000), to be funded equally from the General Fund and the Hotel Occupancy Fund.

3. That this Resolution shall become effective immediately upon its adoption.

DULY RESOLVED AND ADOPTED by the City Council of the City of Bastrop this 23rd day of September 2025.

APPROVED:

_____
Ishmel Harris, Mayor

ATTEST:

_____
Michael Muscarello, City Secretary

APPROVED AS TO FORM:

_____
Denton Navarro Rocha Bernal & Zech, P.C.

A PROFESSIONAL SERVICES AGREEMENT

for Planning & Architectural Services

Date of Issuance: **August 29TH, 2025**
Assigned PLACE designers Agreement#**25041.00**
This agreement is by and between:

City of Bastrop
Sylvia Carrillo, City Manager
1311 Chestnut St,
Bastrop, Texas 78602
Main 512-332-8800
scarrillo@cityofbastrop.org
www.bastropedc.org

(hereinafter referred to as the Client)

and

PLACE designers, inc.
planning | landscape | architecture | consulting | entitlements
797 Sam Bass Rd #387
Round Rock, Texas 78681
o-512.238.8912
f-512.238.8913
(hereinafter referred to as the Consultant)

for the

Bastrop Regional Medical Center / Hotel & Convention Center Feasibility Study
Bastrop, TX
represented by: Sylvia Carrillo
(hereinafter referred to as the Project)

Attachments
The following Attachments are incorporated in and made a part of this Agreement:
"A" Scope of Services
"B" Fee Schedule
"C" Potential Property Exhibit

ATTACHMENT A: SCOPE OF SERVICES

Approach Statement

The purpose and intent are to study and determine the need and possible configurations for two facilities for Bastrop:

- Regional Medical Center
- Hotel & Convention Center

Such Centers shall be located within the heavily traveled Route 71 corridor for ease of access from all parts of Bastrop County.

Based on demographics and a variety of statistical input concerning population growth, business expansion, new apartment and housing starts, employment opportunity, tourism, hospitality data, roadway and transportation improvements, emergency response, City service network areas, power grid capabilities, new fiber optic access, and other factors involving entertainment venues, restaurants, shopping and medical services space needs, these studies will project future possibilities for a Regional Medical Center / Hotel & Convention Center in Bastrop.

These studies will consider projected growth in both the City of Bastrop and Bastrop County. City and County Planning Staff will be consulted during each phase of these studies as resources for known future projects and development plans.

These studies will summarize future growth projections in many categories in intervals as follows:

- **5-Year Projection**
- **10-year Projection**
- **20-year Projection**

The final summary will predict the size and necessary component parts of future medical needs in Bastrop County is 3 categories:

- **Urgent Care (satellite locations)**
- **New Regional Hospital**
- **New Medical Mall**
- **Full-Service Hotel**
- **Integrated Convention Center**

Two sites near the western edge of the City, located along State Highway 71 at FM 20 and encompassing approximately 24.5 acres and 41.1 acres respectively, are anticipated to be the preferred locations for the combined development. Conceptual site plans will be provided to illustrate the proposed layout, circulation, and integration of medical and hospitality functions—supporting regional healthcare delivery, economic development, and professional tourism.

The intent is to utilize the greenbelt area of existing waterways and water bodies to unify the development and provide public amenities that are integral to both facilities, enhancing community connectivity and environmental stewardship.

Basic Services
Given the above-stated scope of work, we will provide the following basic services:

PROVIDE A COMBINED FEASIBILITY STUDY FOR A REGIONAL MEDECAL CENTER / HOTEL & CONVENTION CENTER

TASK A – REGIONAL MEDICAL CENTER FEASIBILITY STUDY
TASK B – HOTEL & CONVENTION CENTER FEASIBILITY STUDY

Both tasks will include the following individually:

DEMOGRAPHIC RESEARCH & MARKET FEASIBILITY

Conduct a Market Feasibility Analyses of the Bastrop Regional area.

DELIVERABLES:

- Preliminary Feasibility Analysis for a proposed regional medical center in Bastrop – Capitol Market Research
- Preliminary Feasibility Analysis for a proposed hotel and conference center in Bastrop – Capitol Market Research

PLANNING
Provide Architectural Concept Design (2) to test the site and provide a phased development strategy that balances operational functionality, user accessibility, and long-term expansion potential.

DELIVERABLES:
Each of these two Conceptual Plans shall include:

- Conceptual Site Plan
- Internal Land Uses & Vehicular Circulation
- Key Site Features & Connectivity
- Proposed Parking Based on Site Density
- Massing Study
- Presentation Board(s)

Additional Services | Exclusions to Scope of Services
To help clarify what is or is not included in the scope the following items are listed to show some common items that are specifically excluded from the Scope of Services. Should Consultant be required to provide services in obtaining or coordinating compilation of this information, such services shall be charged as Additional Services.

Architecture

- Schematic Design Phase
- Design Development Phase
- Construction Phase Services
- As-Built Drawings
- Any Legal Documents
- Foundation Plan
- Furnishings, Fixtures, and Equipment Specification
- HUD Coordination
- Interior Design
- Mechanical | Electrical | Plumbing Engineering

- Permitting
- Post Occupancy Services
- Signage Design
- Structural Engineering
- Written specifications

Landscape Architecture

- Any Landscape Architecture

Planning

- Any Planning beyond specified sites

Other

- Artist Renderings
- Revisions to Owner provided concepts will be billed on an hourly basis pursuant to a separate written lump sum agreement
- Consultant assumes no responsibilities for the accuracy of such information or services provided by others. The Consultant may rely on the accuracy of such information, and shall not be liable for errors or omissions therein.
- In the event that the design process is put on hold by the Client/Contractor in excess of 90 days, when the design process is reinitiated, the Architect will invoice for remobilization time at a rate equal to 10% of the phase of services currently in progress.

Final Deliverables
Digital PDF copies of deliverables.

Meetings
Meetings are defined as a physical meeting at a physical location, telephone conference call in lieu of a meeting, web conference meeting, or any other medium where two or more persons review and discuss design decisions for the project. This does not include telephone conversations or emails for the purpose of data and information gathering through the process.

Reimbursable Expenses
Reimbursable Expenses are expenditures for the Project made by the Consultant, its employees, and consultants in the interest of the Project plus an administrative fee of 10 %. Reimbursable Expenses include but are not limited to travel expenses, costs of reproduction, postage, services of professional consultants which cannot be quantified at the time of contracting, and other, similar direct Project-related expenditures.

ATTACHMENT B: FEE SCHEDULE

Services described above shall be provided for the fixed sum as listed below in accordance with the terms and conditions in "Attachment A" attached hereto and which is incorporated and made per of this Agreement by reference. Services outlined below can be authorized individually or collectively, and may be phased over time.

Prepayment

A Prepayment of professional fees will be applied to the final invoice..... $19,200

Professional Fees

TASK A – REGIONAL MEDICAL CENTER *To be provided at a lump sum fee of* $40,000

TASK B – HOTEL & CONVENTION CENTER *To be provided at a lump sum fee of* $56,000

Total Fees ..... **..$96,000**

Reimbursable Cap

Reimbursable Expenses shall not exceed without Client Authorization..... $5000.00

The fees quoted assume no change in scope of the project or basic services.

Hourly Rates

These apply to hourly budgets and supplemental services beyond the scope of services description.

Principal: ..... $280.00/hr.
Department Director: ..... $240.00/hr.
Professional (Architect/Landscape Architect): ..... $210.00/hr.
Project Manager: ..... $190.00/hr.
Designer: ..... $150.00/hr.
Administrative: ..... $100.00/hr.

Client Responsibilities

The Client shall provide the following information (if applicable):

Legal description and to-scale boundary survey of the property.

Previous and related work completed prior to this agreement, on the said property and project.

Existing or pending municipal permits or approvals, and other pertinent information as required during the process.

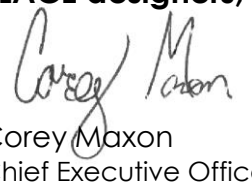
Any other information necessary for the Consultant to adequately perform the duties of this Work Authorization, including Deed Restrictions or any other document that could affect the building type or size that is permitted on this site.

Approval and Acceptance

This agreement is approved and accepted by the Client and Consultant upon both parties' signing and dating the Agreement and returning a signed and dated original to the Consultant. By approving and accepting this Agreement the Client agrees to the scope and associated fee as outlined in this Agreement. The effective date of the Agreement shall be the last date entered below.

Respectfully submitted,

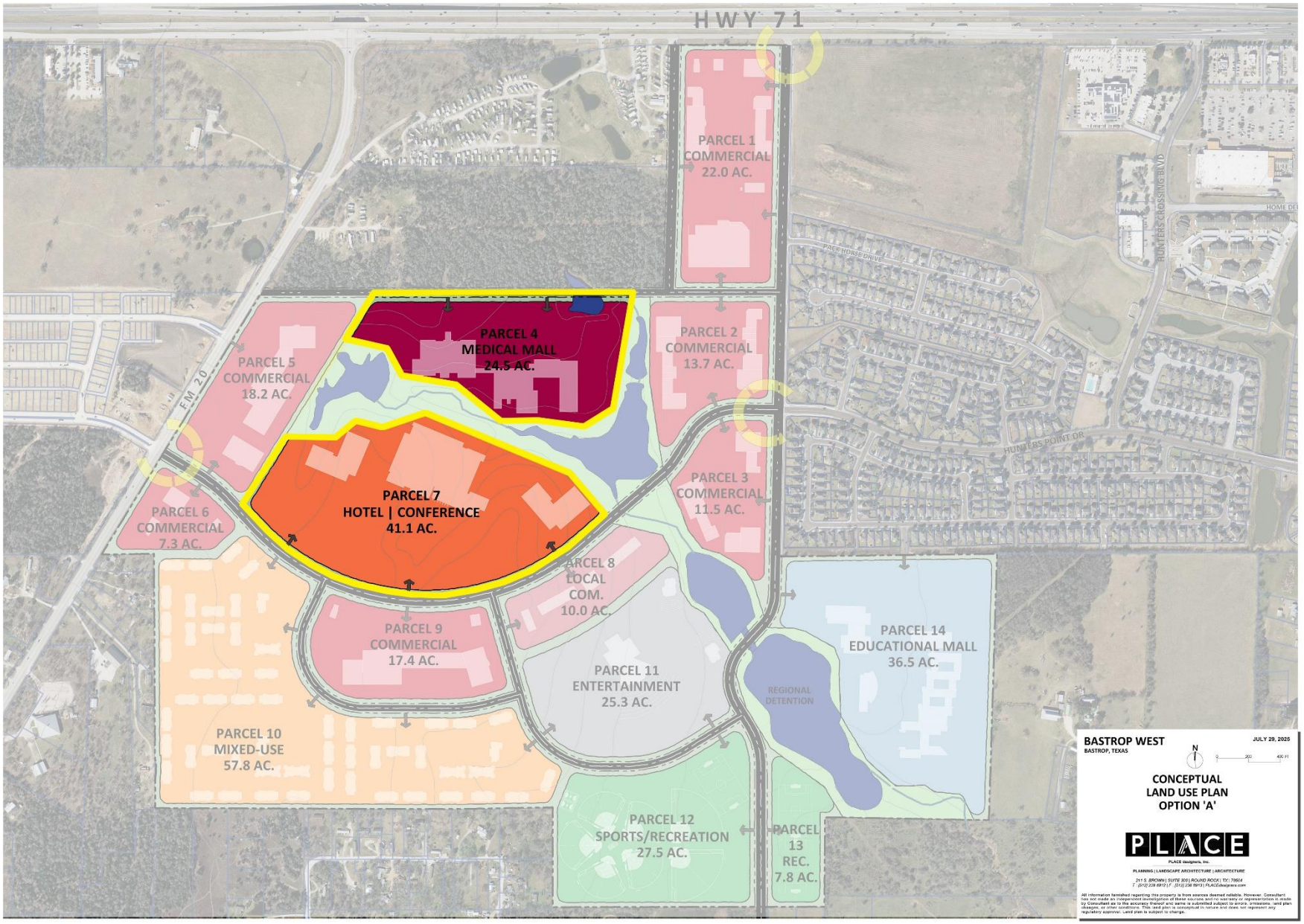
PLACE designers, inc.



Corey Maxon
Chief Executive Officer

Accepted: _____ Date: _____
Authorized Representative

The Texas Board of Architectural Examiners has jurisdiction over complaints regarding the professional practices of persons registered as architects and landscape architects in Texas. For additional information, please contact the Texas Board of Architectural Examiners (TBAE); P.O. Box 12337; Austin, TX 78711-2337; Telephone: (512) 305-9000 / Fax: (512) 305-8900.



ATTACHMENT "C"
POTENTIAL PROPERTY EXHIBIT