

Bastrop, TX City Council Meeting Agenda
Bastrop City Hall City Council Chambers
1311 Chestnut Street
Bastrop, TX 78602
(512) 332-8800



August 21, 2024
City Council Budget Workshop 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. 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 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 www.cityofbastrop.org/citizencommentform 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. In accordance with the Texas Open Meetings Act, if a citizen discusses any item not on the agenda, City Council cannot discuss issues raised or make any decision at this time. Instead, City Council is limited to making a statement of specific factual information or a recitation of existing policy in response to the inquiry. Issues may be referred to City Manager for research and possible future action.

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

3. WORK SESSIONS/BRIEFINGS

- 3A.** Discussion on the Draft FY 2024-2025 Budget and provide feedback to the City Manager.

Submitted by: Edi McIlwain, Chief Financial Officer

4. 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: Friday, August 16, 2024 at 5:00 p.m. and remained posted for at least two hours after said meeting was convened.

/s/Victoria Psencik
Victoria Psencik, Assistant City Secretary



STAFF REPORT

MEETING DATE: August 21, 2024

TITLE:

Discussion on the Draft FY 2024-2025 Budget and provide feedback to the City Manager.

STAFF REPRESENTATIVE:

Submitted by: Edi McIlwain, Chief Financial Officer

BACKGROUND/HISTORY:

The FY 2024-2025 Budget was presented to City Council Members on July 23, 2024, and a budget workshop was held on July 30, 2024.

Since the last meeting, the following changes have been made:

Updated organizational chart page 15

Water CIP Requests on page 166 and 169 have been updated

Community event funding was changed from \$20,000 to \$25,000 for Juneteenth and Homecoming

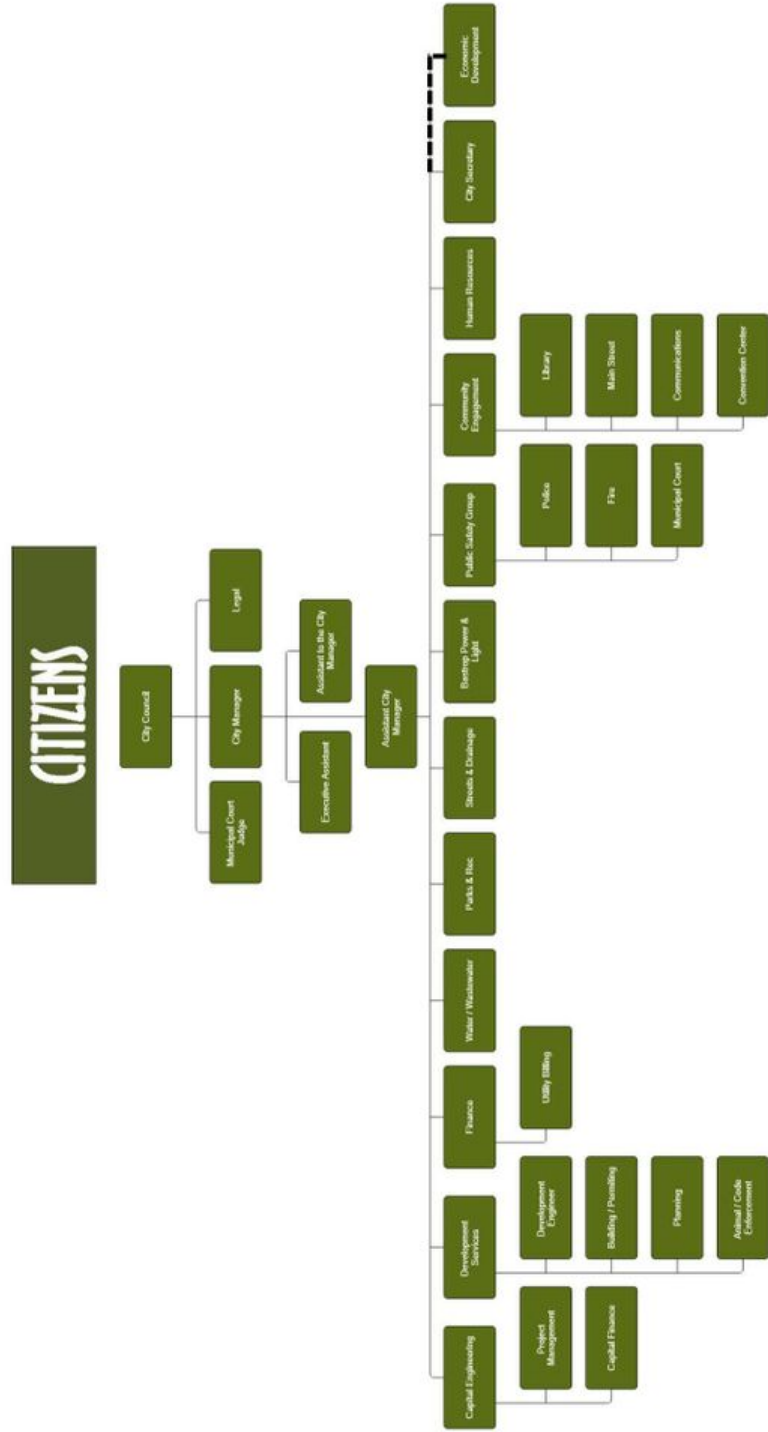
General Fund One-Time Expense Fund has been updated to reflect fiscal year 2025

Fund Summaries have been added for General Fund, Water Wastewater Fund, BP&L Fund, HOT Fund, and EDC Fund

All Funds Summary Item

ATTACHMENTS:

All updates listed above



CITY OF BASTROP ORGANIZATIONAL CHART



2021 Certificate of Obligation

Fund Description

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.

Summary

This bond fund will have a small amount of carryover into FY 2025. The balance will be for wastewater projects.

2021 Certificate of Obligation Comprehensive Summary

| Name | FY2023 Budgeted | FY2024 Budgeted | FY2025 Budgeted |
|--|----------------------|-------------------|---------------------|
| Beginning Fund Balance: | \$21,368,277 | \$375,567 | N/A |
| Revenues | | | |
| Interest Income | | | |
| INTEREST INCOME | \$35,000 | \$10,000 | \$100,000 |
| Total Interest Income: | \$35,000 | \$10,000 | \$100,000 |
| Total Revenues: | \$35,000 | \$10,000 | \$100,000 |
| | | | |
| Expenditures | | | |
| Capital Outlay | | | |
| Capital Outlay | \$0 | \$0 | \$1,264,772 |
| WWTP#3 | \$6,450,575 | \$0 | \$0 |
| WWTP#3 WESTSIDE COLLECTION SYS | \$2,500,000 | \$0 | \$0 |
| WWTP#3 LS AND FORCE MAIN | \$0 | \$385,567 | \$0 |
| XS WATER PLANT | \$11,500,000 | \$0 | \$0 |
| Total Capital Outlay: | \$20,450,575 | \$385,567 | \$1,264,772 |
| | | | |
| Total Expenditures: | \$20,450,575 | \$385,567 | \$1,264,772 |
| Total Revenues Less Expenditures: | -\$20,415,575 | -\$375,567 | -\$1,164,772 |
| Ending Fund Balance: | \$952,702 | \$0 | N/A |



2020 Limited Tax Note

Fund Description

The 2020 Limited Tax Note was issued to construct, improve, and upgrade the City's streets, including drainage, sidewalks, right-of-way, and bridge repair.

Summary

This fund is projected to expend all available funds during FY 2025. The balance is for building maintenance needs such as A/C replacements, or building repairs such as

2020 Limited Tax Note Comprehensive Summary

| Name | FY2023 Budgeted | FY2024 Budgeted | FY2025 Budgeted |
|--|-------------------|------------------|------------------|
| Beginning Fund Balance: | \$322,328 | \$49,814 | N/A |
| Revenues | | | |
| Interest Income | \$500 | \$500 | \$500 |
| Total Revenues: | \$500 | \$500 | \$500 |
| Expenditures | | | |
| Capital Outlay | \$149,948 | \$50,314 | \$32,500 |
| Total Expenditures: | \$149,948 | \$50,314 | \$32,500 |
| Total Revenues Less Expenditures: | -\$149,448 | -\$49,814 | -\$32,000 |
| Ending Fund Balance: | \$172,880 | \$0 | N/A |

ALL FUND SUMMARY FY 2025

| | GENERAL FUND | DEBT SERVICE FUNDS | DEVELOPMENT SERVICES | HOTEL TAX FUND | SPECIAL REVENUE FUNDS | WATER/ WASTEWATER FUNDS | BP&L FUND | CAPITAL IMPROVEMENT FUNDS | INTERNAL SERVICE FUND | ECONOMIC DEVELOPMENT CORP | TOTAL ALL FUNDS |
|---|----------------------|--------------------------|-------------------------|---------------------|-----------------------------|-------------------------------|----------------------|---------------------------------|--------------------------|---------------------------------|-----------------------|
| BEGINNING FUND BALANCES | \$ 6,391,645 | \$ 738,575 | \$ 1,633,463 | \$ 3,215,375 | \$ 6,786,896 | \$ 4,895,267 | \$ 5,012,689 | \$ 24,066,879 | \$ 5,116,428 | \$ 9,693,999 | \$ 67,551,216 |
| REVENUES: | | | | | | | | | | | |
| AD VALOREM TAXES | 5,526,880 | 3,562,085 | | | - | - | - | - | | | 9,088,965 |
| SALES TAXES | 9,050,000 | | | | - | - | - | 2,800,000 | | 1,114,522 | 12,964,522 |
| FRANCHISE & OTHER TAXES | 623,000 | | | 3,500,000 | 598,779 | - | - | - | | | 4,721,779 |
| LICENSES & PERMITS | 3,200 | | 1,930,000 | - | - | - | - | - | | | 1,933,200 |
| CHARGES FOR SERVICES | 1,024,500 | | | 301,000 | 3,478,297 | 9,478,000 | 9,314,000 | - | 1,378,311 | | 24,974,108 |
| FINES & FORFEITURES | 350,600 | | | | 19,000 | - | - | - | | | 369,600 |
| INTEREST | 315,000 | 75,000 | | 115,000 | 171,500 | 290,960 | 200,000 | 497,500 | 105,000 | 250,000 | 2,019,960 |
| INTERGOVERNMENTAL | 52,700 | | | 65,000 | 3,000 | - | - | 839,557 | | | 960,257 |
| OTHER | 41,500 | | | - | 45,710 | - | - | 65,365 | | 38,050 | 190,625 |
| TOTAL REVENUES | 16,987,380 | 3,637,085 | 1,930,000 | 3,981,000 | 4,316,286 | 9,768,960 | 9,514,000 | 4,202,422 | 1,483,311 | 1,402,572 | 57,223,016 |
| OTHER SOURCES | | | | | | | | | | | |
| Other Financing Sources | 32,000 | 275,227 | | | | | | - | | | 307,227 |
| Interfund Transfers | 754,000 | 592,900 | | - | 650,000 | 6,617,000 | - | - | 712,000 | | 9,325,900 |
| TOTAL REVENUE & OTHER SOURCES | 17,773,380 | 4,505,212 | 1,930,000 | 3,981,000 | 4,966,286 | 16,385,960 | 9,514,000 | 4,202,422 | 2,195,311 | 1,402,572 | 66,856,143 |
| TOTAL AVAILABLE RESOURCES | \$ 24,165,025 | \$ 5,243,787 | \$ 3,563,463 | \$ 7,196,375 | \$ 11,753,182 | \$ 21,281,227 | \$ 14,526,689 | \$ 28,269,301 | \$ 7,311,739 | \$ 11,096,571 | \$ 134,407,359 |
| EXPENDITURES: | | | | | | | | | | | |
| GENERAL GOVERNMENT | 6,278,935 | | | | 34,000 | - | - | 701,740 | 424,137 | | 7,438,812 |
| PUBLIC SAFETY | 7,706,902 | | | | 200,000 | - | - | - | | | 7,906,902 |
| DEVELOPMENT SERVICES | - | | 1,843,105 | | - | - | - | - | 27,804 | | 1,870,909 |
| COMMUNITY SERVICES | 3,394,219 | | | - | 183,688 | - | - | - | | | 3,577,907 |
| UTILITIES | | | | | 10,000 | 5,798,446 | 8,186,140 | - | | | 13,994,586 |
| DEBT SERVICE | | 4,505,212 | | | - | 10,217,959 | 169,672 | - | | 275,227 | 15,168,070 |
| ECONOMIC DEVELOPMENT | | | | 3,421,517 | 489,975 | - | - | - | | 1,742,055 | 5,653,547 |
| CAPITAL OUTLAY | | | | | 1,650,000 | 160,000 | 225,000 | 24,195,928 | 2,453,427 | 200,000 | 28,884,355 |
| TOTAL EXPENDITURES | 17,380,056 | 4,505,212 | 1,843,105 | 3,421,517 | 2,567,663 | 16,176,405 | 8,580,812 | 24,897,668 | 2,905,368 | 2,217,282 | 84,495,088 |
| OTHER USES | | | | | | | | | | | |
| Interfund Transfers | 721,000 | - | | 517,600 | 2,774,900 | - | 600,000 | - | - | - | 4,613,499 |
| TOTAL EXPENDITURE & OTHER USES | 18,101,056 | 4,505,212 | 1,843,105 | 3,939,117 | 5,342,563 | 16,176,405 | 9,180,812 | 24,897,668 | 2,905,368 | 2,217,282 | 89,108,587 |
| ENDING FUND BALANCES | \$ 6,063,969 | \$ 738,575 | \$ 1,720,358 | \$ 3,257,258 | \$ 6,410,619 | \$ 5,104,822 | \$ 5,345,877 | \$ 3,371,633 | \$ 4,406,371 | \$ 8,879,289 | \$ 45,298,772 |