

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



July 26, 2022
Regular City Council Meeting at 6:30 PM

Executive Session at 5:30 PM

Regular 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 BEFORE 5:00 P.M. ON THE DATE OF THE MEETING. COMMENTS SUBMITTED BY THIS TIME WILL BE DISTRIBUTED TO THE CITY COUNCIL PRIOR TO MEETING COMMENCEMENT, REFERENCED AT THE MEETING, AND INCLUDED WITH THE MEETING MINUTES. COMMENTS FROM EACH INDIVIDUAL WILL BE LIMITED TO THREE (3) MINUTES WHEN READ ALOUD.

1. CALL TO ORDER

2. EXECUTIVE SESSION

2A. City Council shall convene into closed executive session pursuant to Texas Government Code sections 551.071, 551.074, and 551.087 to seek the advice of legal counsel regarding potential real estate, land use development, and economic development alternatives for the Pine Forest Unit 6 subdivision.

[2B.](#) City Council shall convene into closed executive session pursuant to Texas Government Code sections 551.071, .074 Real Property, and .087 Economic Development to seek the advice of legal counsel regarding public-private partnerships for possible multipurpose lodging projects, including the development of a hotel, update to the City Bastrop Convention & Exhibit Center, development of associated kitchen facilities, and supportive retail.

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

4. CALL TO ORDER - REGULAR SESSION - 6:30 P.M.

5. PLEDGE OF ALLEGIANCE - Dominic Fahrenthold, Vincent Fahrenthold, and Tristan Gaines, Boy Scouts of America Troop 2010

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

6. INVOCATION - Hardy Overton, Police Chaplain

7. PRESENTATIONS

[7A.](#) Mayor's Report

[7B.](#) Council Members' Report

[7C.](#) City Manager's Report

8. WORK SESSIONS/BRIEFINGS

[8A.](#) Receive presentation of the Proposed FY2023 Budget and announce that the Budget Workshops will be held on August 16 & 17, 2022, at 5:00 p.m. and the Public Hearing on the FY2023 budget will be held on September 13, 2022, at 6:30 p.m. at City Hall 1311 Chestnut Street.

Submitted by: Paul A. Hofmann, City Manager and Tracy Waldron, Chief Financial Officer

[8B.](#) Receive presentation regarding the renegotiated contract with the current solid waste provider and provide direction as necessary.

Submitted by: Tracy Waldron, Chief Financial Officer

9. STAFF AND BOARD REPORTS

[9A.](#) Receive presentation on the unaudited Monthly Financial Report for the period ending June 30, 2022.

Submitted by: Tracy Waldron, Chief Financial Officer

10. 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 before 5:00 p.m. on July 26, 2022. Comments submitted by this time will be distributed to the city council prior to meeting commencement, referenced at the meeting, and included with the meeting minutes. Comments from each individual will be limited to three (3) minutes when 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.

11. CONSENT AGENDA

The following may be acted upon in one motion. A Council Member or a citizen may request items be removed from the Consent Agenda for individual consideration.

11A. Consider action to approve City Council minutes from the July 12, 2022, Regular meeting.

Submitted by: Ann Franklin, City Secretary

11B. Consider action to approve Resolution No. R-2022-62 of the City Council of the City of Bastrop, Texas approving a Public Improvement Plan Agreement with Great West Development, Inc. for River Crest Subdivision, as attached in Exhibit A; authorizing the City Manager to execute all necessary documents; providing for a repealing clause; and establishing an effective date.

Submitted by: Jennifer C. Bills, Director of Planning & Development

11C. Consider action to approve Resolution No. R-2022-63 of the City Council of the City of Bastrop, Texas, awarding a contract with Brannan Paving Co., LTD for the Street Maintenance Project to an amount of Six Hundred Three Thousand Seven Hundred Ninety-Eight Dollars and Sixty-Five Cents (\$603,798.65); authorizing the City Manager to execute all necessary documents; providing for a repealing clause; and establishing an effective date.

Submitted by: Fabiola de Carvalho, MIAM, Director of Engineering and Capital Project Management

- [11D.](#) Consider action to approve Resolution No. R-2022-64 of the City Council of the City of Bastrop, approving the Certification of Additional Sales and Use Tax to Pay Debt Services; providing for a repealing clause; and providing for an effective date.

Submitted by: Tracy Waldron, Chief Financial Officer

- [11E.](#) Consider action to approve the second reading of Ordinance No. 2022-18 of the City of Bastrop, Texas updating and amending Bastrop Code of Ordinances, Chapter 13, Article 13.12, entitled "Impact Fees", updating the land use assumptions, capital improvement plan and amending impact fees for water and wastewater utilities, and providing for an effective date.

Submitted by: Tracy Waldron, Chief Financial Officer

- [11F.](#) Consider action to approve Resolution No. R-2022-66 appointing Trey Job as acting city manager; providing for a severability clause; and establishing an effective date.

Submitted by: Ann Franklin, City Secretary

- [11G.](#) Consider action to approve Resolution No. R-2022-65 of the City Council of the City of Bastrop, Texas confirming appointment by the Mayor of Trey Job to Place 1 of the Hunters Crossing Local Government Corporation, as required in Section 3.08 of the City's Charter, and establishing an effective date.

Submitted by: Ann Franklin, City Secretary

12. ITEMS FOR INDIVIDUAL CONSIDERATION

- [12A.](#) Hold a public hearing and consider action to approve the first reading of Ordinance No. 2022-19 approving a Zoning Concept Scheme for 2.395 acres of Farm Lot 62, changing the zoning for 2.395 acres out of Farm Lot 62 East of Main St., from P2 Rural to P4 Mix, located east of Pecan Street, within the city limits of Bastrop, Texas, as shown in Exhibit A, providing for findings of fact, adoption, repealer, severability and enforcement, proper notice and meeting; and establishing an effective date and move to include on the August 9, 2022 Consent Agenda.

Submitted by: Jennifer C. Bills, Director of Planning & Development

- [12B.](#) Consider action to approve a Letter of Intent between the City of Bastrop and Sunway Hospitality to establish a partnership toward the development of a 130-150 room hotel, update to the City Bastrop Convention & Exhibit Center façade, development of associated kitchen facilities, and supportive retail.

Submitted by: Rebecca Gleason, Assistant City Manager

- [12C.](#) Consider action to approve Resolution No. R-2022-67 of the City Council of the City of Bastrop, Texas for the approval of the Diversity, Equity, and Inclusion Board Implementation Recommendations including the creation of a Diversity, Equity, and Inclusion Board, as requested by Council Member Cheryl Lee.

Submitted by: Rebecca Gleason, Assistant City Manager

13. 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: Thursday, July 21, 2022 at 4:00 p.m. and remained posted for at least two hours after said meeting was convened.

/s/Ann Franklin
Ann Franklin, City Secretary



STAFF REPORT

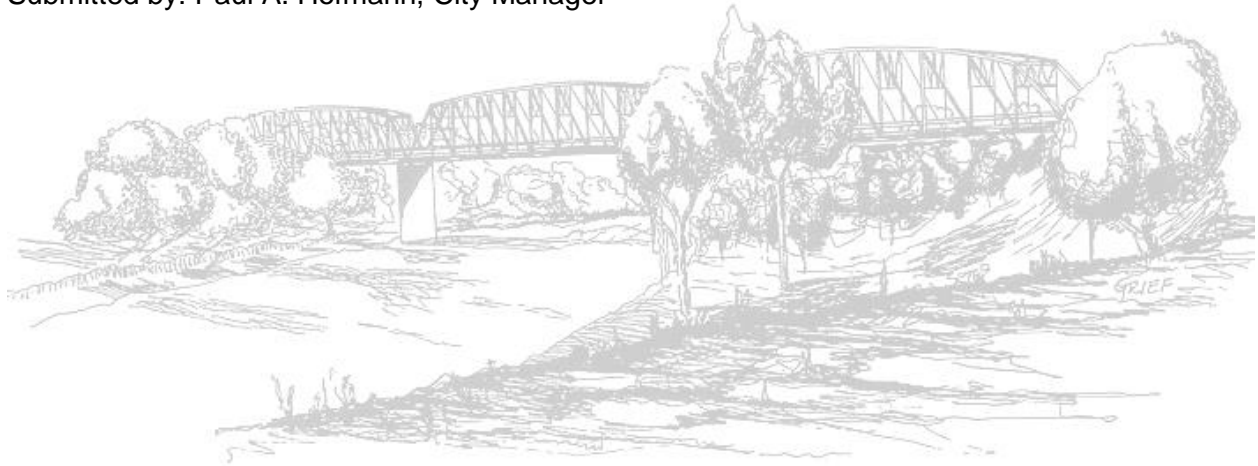
MEETING DATE: July 26, 2022

TITLE:

City Council shall convene into closed executive session pursuant to Texas Government Code sections 551.071, 551.074, and 551.087 to seek the advice of legal counsel regarding potential real estate, land use development, and economic development alternatives for the Pine Forest Unit 6 subdivision.

STAFF REPRESENTATIVE:

Submitted by: Paul A. Hofmann, City Manager





STAFF REPORT

MEETING DATE: July 26, 2022

TITLE:

City Council shall convene into closed executive session pursuant to Texas Government Code sections 551.071, .074 Real Property, and .087 Economic Development to seek the advice of legal counsel regarding public-private partnerships for possible multipurpose lodging projects, including the development of a hotel, update to the City Bastrop Convention & Exhibit Center, development of associated kitchen facilities, and supportive retail.

STAFF REPRESENTATIVE:

Submitted by: Rebecca Gleason, Assistant City Manager





STAFF REPORT

MEETING DATE: July 26, 2022

TITLE:
Mayor's Report

AGENDA ITEM SUBMITTED BY:
Paul A. Hofmann, 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.

ATTACHMENTS:

- PowerPoint

Mayor's Report

July 26, 2022

Latest Activities

July 13 - 21

Events in 2022: 170



Compass Rose Harvest



Item 7A.

FCI – Community Mtg



Simply Sweet Celebrates
10 Year Anniversary

Planned Events

July 22 - 26

Item 7A.

- July 22 – Ambassador’s Meeting
- July 23 – End of Summer Reading Program
- July 26 – City Council Meeting

Upcoming Events & City Meetings

Item 7A.

- July 27 – Ribbon Cutting Cedar Creek/Colony Elementary Schools
- July 28 – Bike Rack Dedication
- July 29 – BEST Breakfast
- Aug 1 – Library Board Meeting
- Aug 3 – Chamber Luncheon
- Aug 4 – Farm Street Opry
- Aug 6 – Homecoming Parade
- Aug 8 – Joint City Council and Visit Bastrop Board meeting
- Aug 9 –
 - Government Affairs
 - City Council



STAFF REPORT

MEETING DATE: July 26, 2022

TITLE:

Council Members' Report

AGENDA ITEM SUBMITTED BY:

Paul A. Hofmann, 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: July 26, 2022

TITLE:

City Manager's Report

AGENDA ITEM SUBMITTED BY:

Submitted by: Paul A. Hofmann, 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.

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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: July 26, 2022

TITLE:

Receive presentation of the Proposed FY2023 Budget and announce that the Budget Workshops will be held on August 16 & 17, 2022, at 5:00 p.m. and the Public Hearing on the FY2023 budget will be held on September 13, 2022, at 6:30 p.m. at City Hall 1311 Chestnut Street.

AGENDA ITEM SUBMITTED BY:

Paul A. Hofmann, City Manager
Tracy Waldron, Chief Financial Officer

BACKGROUND/HISTORY:

The commencement of this budget started in January 2022. With cooperation from all departments and feedback from City Council during the May 12th workshop, this proposed budget is being presented with City Council priorities in mind, incorporating as many new requests as feasible.

There are two budget workshops scheduled with City Council, August 16th & 17th, to discuss the contents of this proposed budget and come to a final budget document that will be adopted on September 20, 2022.

POLICY EXPLANATION:

City Charter

- Sec. 6.02 The City Manager, at least thirty (30) days prior to the commencement of the fiscal year, shall prepare and submit a budget to the Council.
- Sec. 6.04 At the Council meeting at which time the budget is submitted, the Council shall, in conformance with the requirement of state law, name the date, time and place of a public hearing and shall cause to be published the date, time and place thereof.



STAFF REPORT

MEETING DATE: July 26, 2022

TITLE:

Receive presentation regarding the renegotiated contract with the current solid waste provider and provide direction as necessary.

AGENDA ITEM SUBMITTED BY:

Tracy Waldron, Chief Financial Officer

BACKGROUND/HISTORY:

The City entered a contract with Waste Connections (Progressive Waste at the time of contract) on September 1, 2015, to provide solid waste services to the City of Bastrop. These services were for an exclusive franchise to serve residential and commercial solid waste and recycling services. The original contract was for a term of 7 years, effective until August 31, 2022.

Section 3.2 of the contract allows for an additional one (1) year optional renewal. The contractor requested the optional one-year renewal on August 17, 2021, and the City Manager approved the optional one year renewal which makes August 31, 2023 the new effective term date.

The City contracted with Solid Waste Specialists to facilitate a renegotiation of the contract with the current solid waste provider. Our current provider, Waste Connections, has provided good service to our citizens and has been very responsive with city staff, specifically the Utility Customer Service office when addressing any misses or concerns. The rate being charged is competitive in the market. They were very helpful and responsive during Hurricane Harvey in providing a roll off to facilitate clean up within the City.

Our consultant with Solid Waste Specialists was successful in facilitating a renegotiation of the current contract with Waste Connections. This presentation will go over what changes have been agreed upon between the City and the provider.

RECOMMENDATION:

The Chief Financial Officer and the Utility Customer Service Supervisor are recommending that the City Council direct the City Manager to finalize the negotiated contract and bring it back to City Council for approval.



STAFF REPORT

MEETING DATE: July 26, 2022

TITLE:

Receive presentation on the unaudited Monthly Financial Report for the period ending June 30, 2022.

AGENDA ITEM SUBMITTED BY:

Tracy Waldron, Chief Financial Officer

BACKGROUND/HISTORY:

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

REVENUE

General Fund exceeded the forecast by 4.9%

- Sales tax is 8% above forecast and 15.6% over same period prior year
- Development fees are 9.5% above forecast
- There are other categories that are below forecast – specifically court fines and interest

Impact Fee Fund is in negative status – the revenue projections were based on the timing of specific developments paying into this fund – these developments are behind the projected schedule causing the fund to be short of forecast.

All other funds are performing positive to forecast.

EXPENDITURES

All funds are positive to forecast amounts.

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-2021-80 on August 24, 2021.

ATTACHMENTS:

- Unaudited Monthly Financial Report for the period ending June 30, 2022.

CITY OF BASTROP

Comprehensive Monthly Financial Report

June 2022



Performance at a Glance as of June 30, 2022



	YEAR TO DATE	REFERENCE
ALL FUNDS SUMMARY	POSITIVE	Page 3-4
SALES TAXES	POSITIVE	Page 5
PROPERTY TAXES	POSITIVE	Page 6
GENERAL FUND EXPENSE BY DEPARTMENT	POSITIVE	Page 7
WATER/WASTEWATER REVENUES	POSITIVE	Page 8
WATER/WASTEWATER EXPENDITURES BY DIVISION	POSITIVE	Page 9
ELECTRIC REVENUES	POSITIVE	Page 10
HOTEL OCCUPANCY TAX REVENUES	POSITIVE	Page 11
HOTEL OCCUPANCY TAX EXPENDITURES BY DIVISION	POSITIVE	Page 12
LEGAL FEES BY ATTORNEY/CATEGORY	POSITIVE	Page 13
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	

BUDGET SUMMARY OF ALL FUNDS

	FY2022 Approved Budget	FY2022 Forecast YTD	FY2022 Actual YTD	Variance
Revenues:				
General	\$ 15,983,754	\$ 12,734,041	\$ 13,362,079	4.9%
Designated	66,908	30,388	36,381	19.7%
Innovation	445,500	295,500	296,492	0.3%
Street Maintenance	3,000	2,100	2,510	19.5%
Debt Service	3,358,143	2,971,096	2,988,789	0.6%
General Gov's Projects	457,000	112,500	112,740	0.2%
Water/Wastewater	6,958,580	4,932,562	5,637,577	14.3%
Water/Wastewater Debt	3,619,436	2,043,140	2,045,437	0.1%
Water/Wastewater Capital Proj	481,000	360,750	358,311	-0.7%
Impact Fees	4,505,950	3,041,516	1,764,384	-42.0%
Vehicle & Equipment Replacement	1,560,236	1,431,534	1,466,540	2.4%
Electric	6,877,639	4,803,351	5,504,812	14.6%
HOT Tax Fund	2,476,685	1,733,448	2,159,759	24.6%
Library Board	20,600	12,950	21,004	62.2%
Cemetery	108,200	81,150	98,993	22.0%
Capital Bond Projects	4,703,958	3,689,163	3,747,845	1.6%
Grant Fund	2,668,235	12,960	25,311	95.3%
Park/Trail Land Dedicaiton	1,365	1,024	1,077	5.2%
Hunter's Crossing PID	575,879	571,424	575,369	0.7%
Bastrop EDC	5,074,414	2,563,448	3,861,832	50.6%
TOTAL REVENUES	\$ 59,946,482	\$ 41,424,045	\$ 44,067,242	6.4%

POSITIVE
WARNING
NEGATIVE

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

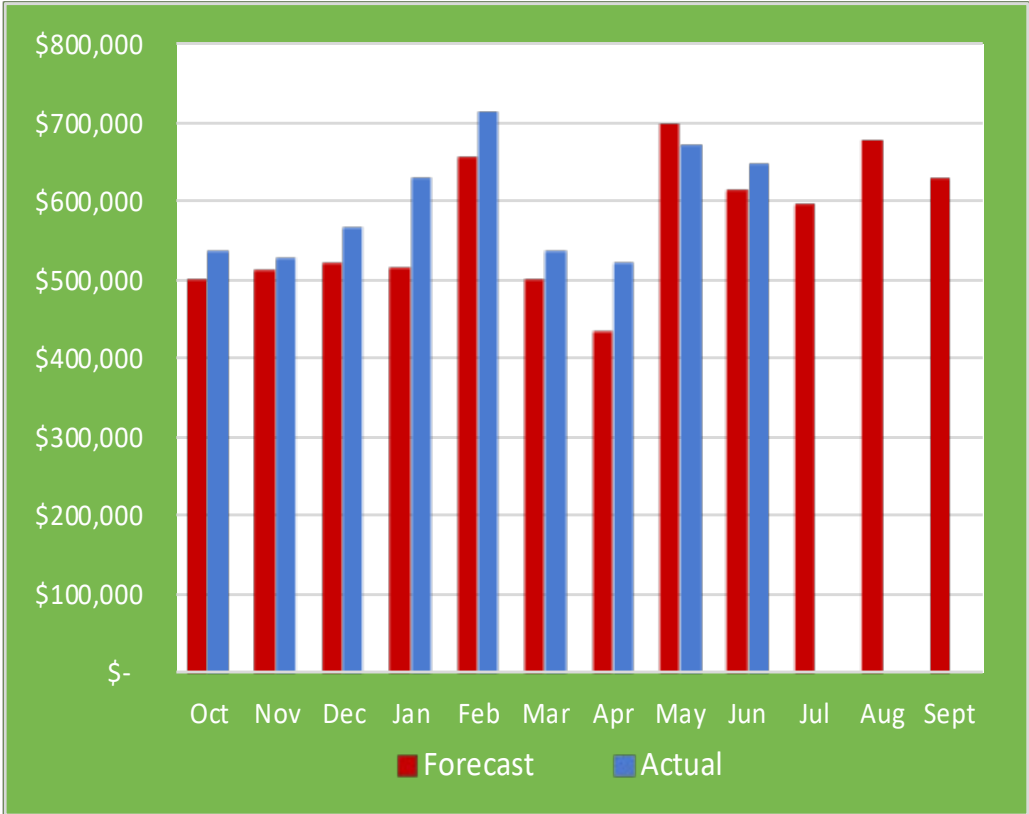
BUDGET SUMMARY OF ALL FUNDS				
	FY2022	FY2022	FY2022	
	<u>Approved Budget</u>	<u>Forecast YTD</u>	<u>Actual YTD</u>	<u>Variance</u>
<u>Expense:</u>				
General	\$ 16,653,232	\$ 12,131,827	\$ 11,339,944	-6.5%
Designated	298,100	8,612	7,535	-12.5%
Innovation	445,500	132,687	132,349	-0.3%
Street Maintenance	655,000	32,404	32,686	0.9%
Debt Service	3,494,221	610,615	611,706	0.2%
General Gov't Projects	457,000	50,000	47,000	-6.0%
Water/Wastewater	7,666,249	5,651,817	5,359,433	-5.2%
Water/Wastewater Debt	3,992,281	1,074,337	1,075,949	0.2%
Water/Wastewater Capital Proj.	352,500	231,300	231,816	0.2%
Revenue Bond, Series 2020	9,157,563	4,408,457	4,333,381	-1.7%
CO, Series 2021	35,720,000	10,582,115	10,456,458	-1.2%
Impact Fees	3,449,819	545,000	545,497	0.1%
Vehicle & Equipment Replacement	1,252,930	562,614	562,407	0.0%
Electric	7,568,783	6,025,276	4,756,235	-21.1%
HOT Tax Fund	2,983,057	2,639,564	2,432,096	-7.9%
Library Board	87,950	65,963	19,337	-70.7%
Cemetery	173,828	130,371	77,768	-40.3%
Hunter's Crossing PID	604,547	520,687	481,036	-7.6%
CO, Series 2013	299,450	26,000	25,310	-2.7%
CO, Series 2018	655,500	74,000	74,007	0.0%
Limited Tax Note, Series 2020	424,043	106,500	104,689	-1.7%
CO, Series 2022	3,676,250	93,665	76,249	-18.6%
Grant Fund	2,668,235	804,032	692,838	-13.8%
Bastrop EDC	6,011,878	2,504,807	2,442,787	-2.5%
TOTAL EXPENSES	\$ 108,747,916	\$ 49,012,650	\$ 45,918,513	-6.3%

POSITIVE = Negative variance or positive variance < 1% compared to forecast

REVENUE ANALYSIS

SALES TAX REVENUE

<u>Month</u>	<u>FY2022 Forecast</u>	<u>FY2022 Actual</u>	<u>Monthly Variance</u>
Oct	\$ 497,166	\$ 533,267	\$ 36,101
Nov	511,070	525,903	\$ 14,833
Dec	518,836	564,058	\$ 45,222
Jan	512,246	625,837	\$ 113,591
Feb	652,942	708,736	\$ 55,794
Mar	497,151	532,549	\$ 35,398
Apr	432,869	520,238	\$ 87,369
May	696,146	669,214	\$ (26,932)
Jun	611,623	645,169	\$ 33,546
Jul	594,989		\$ -
Aug	673,346		\$ -
Sept	626,049		\$ -
Total	\$ 6,824,433	\$ 5,324,971	\$ 394,922
Cumulative Forecast	\$ 4,930,049		
Actual to Forecast	\$ 394,922	8.0%	

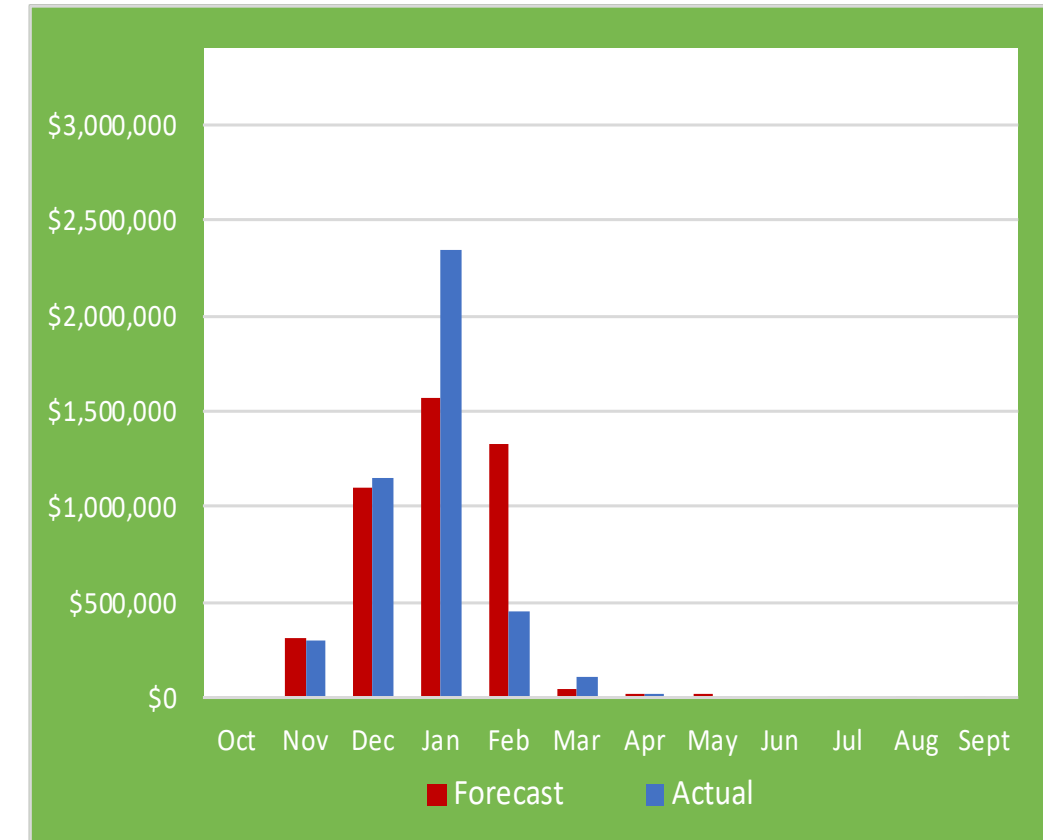


POSITIVE

Sales Tax is 42% of the total budgeted revenue for General Fund. The actual amounts for Oct. and Nov. are estimated due to the State Comptroller's two month lag in payment of these earned taxes. The forecast has been updated with the budget amendment. The actual is 8% greater than forecasted and 15.6% over the same period last year.

PROPERTY TAX REVENUE

<u>Month</u>	<u>FY2022 Forecast</u>	<u>FY2022 Actual</u>	<u>Monthly Variance</u>
Oct	\$ 150	\$ 182	\$ 32
Nov	309,543	300,872	\$ (8,671)
Dec	1,105,509	1,147,364	\$ 41,855
Jan	1,565,401	2,340,230	\$ 774,829
Feb	1,326,611	453,211	\$ (873,400)
Mar	44,220	115,780	\$ 71,560
Apr	17,688	22,037	\$ 4,349
May	17,688	9,855	\$ (7,833)
Jun	8,844	12,754	\$ 3,910
Jul	8,844		
Aug	8,844		
Sept	8,694		
Total	\$ 4,422,036	\$ 4,402,285	\$ 6,631
Cumulative Forecast	\$ 4,395,654		
Actual to Forecast	\$ 6,631	0.15%	



POSITIVE

Property tax represents 31% of the total General Fund revenue budget. As you can see from the forecast, they are generally collected from December to February. The forecast has been updated based on actual payment patterns this fiscal year. The Actual is just slightly over forecast.

GENERAL FUND EXPENDITURES BY DEPT.

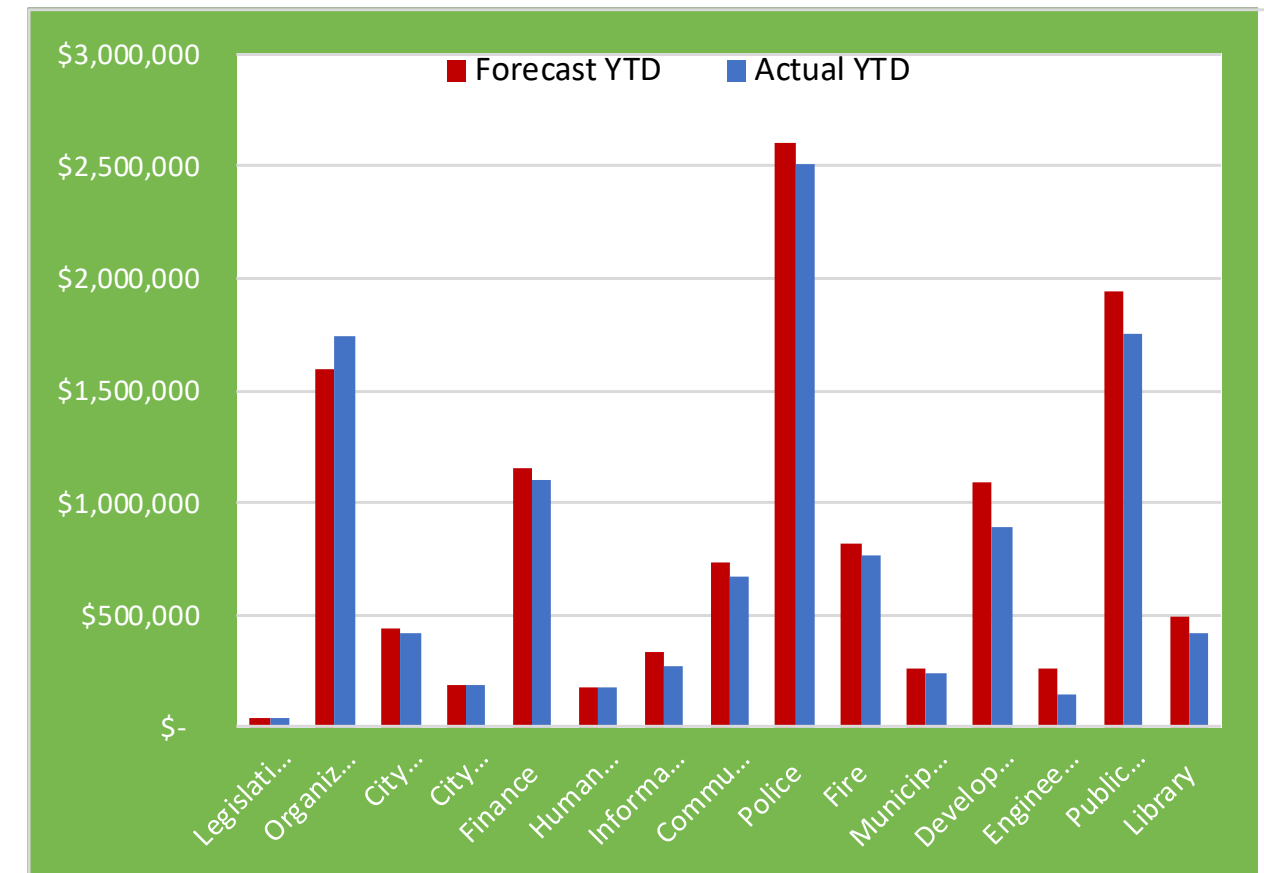
<u>Division</u>	<u>FY2022 Forecast YTD</u>	<u>FY2022 Actual YTD</u>	<u>Variance</u>
Legislative	\$ 40,575	\$ 41,045	\$ 470
Organizational	1,594,127	1,741,324	\$ 147,197
City Manager	438,210	424,155	\$ (14,055)
City Secretary	192,818	184,114	\$ (8,704)
Finance	1,155,231	1,100,049	\$ (55,182)
Human Resources	172,878	173,849	\$ 971
Information Technology	332,926	275,302	\$ (57,624)
Community Engagemen	737,508	669,209	\$ (68,299)
Police	2,600,380	2,509,660	\$ (90,720)
Fire	814,411	762,222	\$ (52,189)
Municipal Court	263,721	239,060	\$ (24,661)
Development Services	1,093,324	892,061	\$ (201,263)
Engineering	258,863	146,087	\$ (112,776)
Public Works	1,947,007	1,757,732	\$ (189,275)
Library	489,848	424,077	\$ (65,771)
Total	\$ 12,131,827	\$ 11,339,946	\$ (791,881)

Actual to Forecast

93.5%

POSITIVE

This page in the financial report looks at forecast to actual by department within the General Fund. YTD the actual is 93.5% of forecast. The Organizational department is running over forecast due to elevated legal expenses along with 380 reimbursement overages. This will require a budget amendment before fiscal year end.

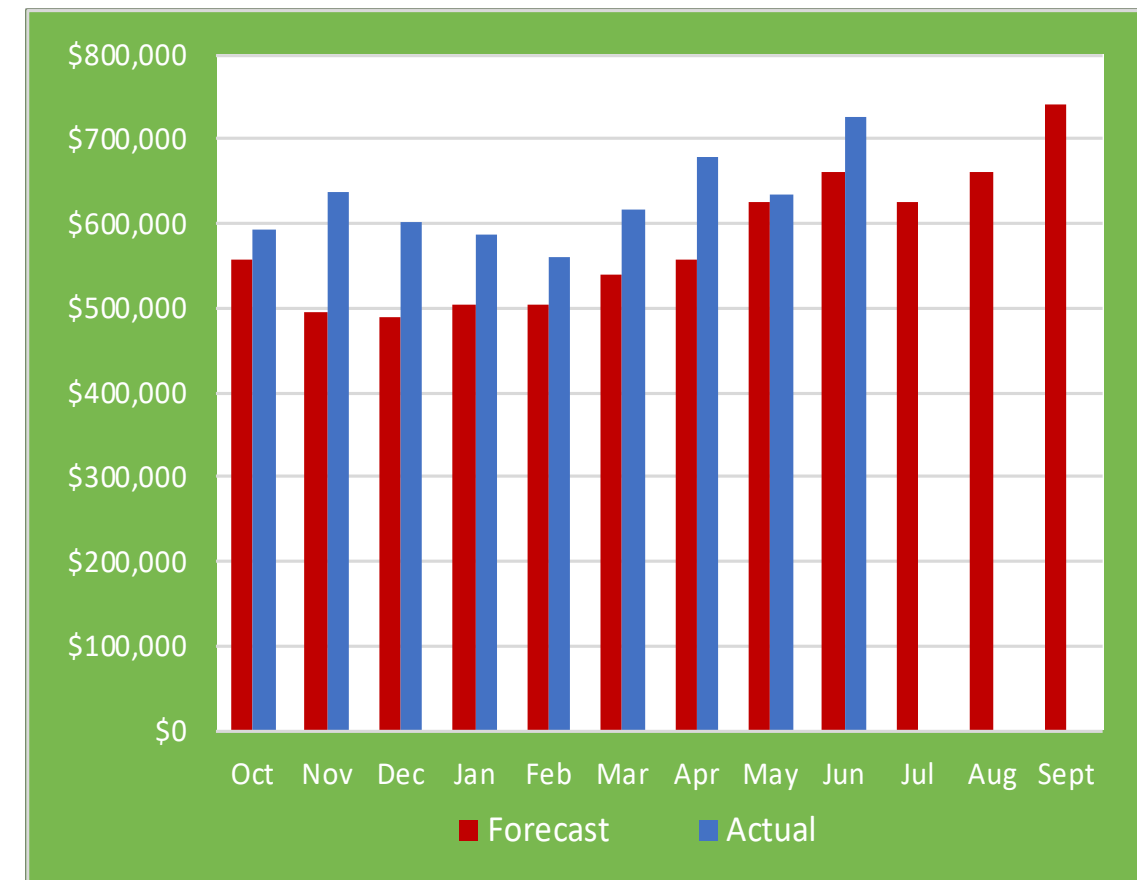


COMPREHENSIVE MONTHLY FINANCIAL REPORT – June 2022

REVENUE ANALYSIS

WATER/WASTEWATER REVENUE

<u>Month</u>	<u>FY2022 Forecast</u>	<u>FY2022 Actual</u>	<u>Monthly Variance</u>
Oct	\$ 556,791	\$ 592,481	\$ 35,690
Nov	494,957	637,628	\$ 142,671
Dec	487,757	602,279	\$ 114,522
Jan	505,193	587,955	\$ 82,762
Feb	504,957	560,158	\$ 55,201
Mar	539,355	615,764	\$ 76,409
Apr	556,791	678,766	\$ 121,975
May	626,062	635,018	\$ 8,956
Jun	660,698	727,528	\$ 66,830
Jul	625,826		
Aug	660,461		
Sept	739,732		
Total	\$ 6,958,580	\$ 5,637,577	\$ 705,016
Cumulative Forecast	\$ 4,932,561		
Actual to Forecast	\$ 705,016	14.29%	



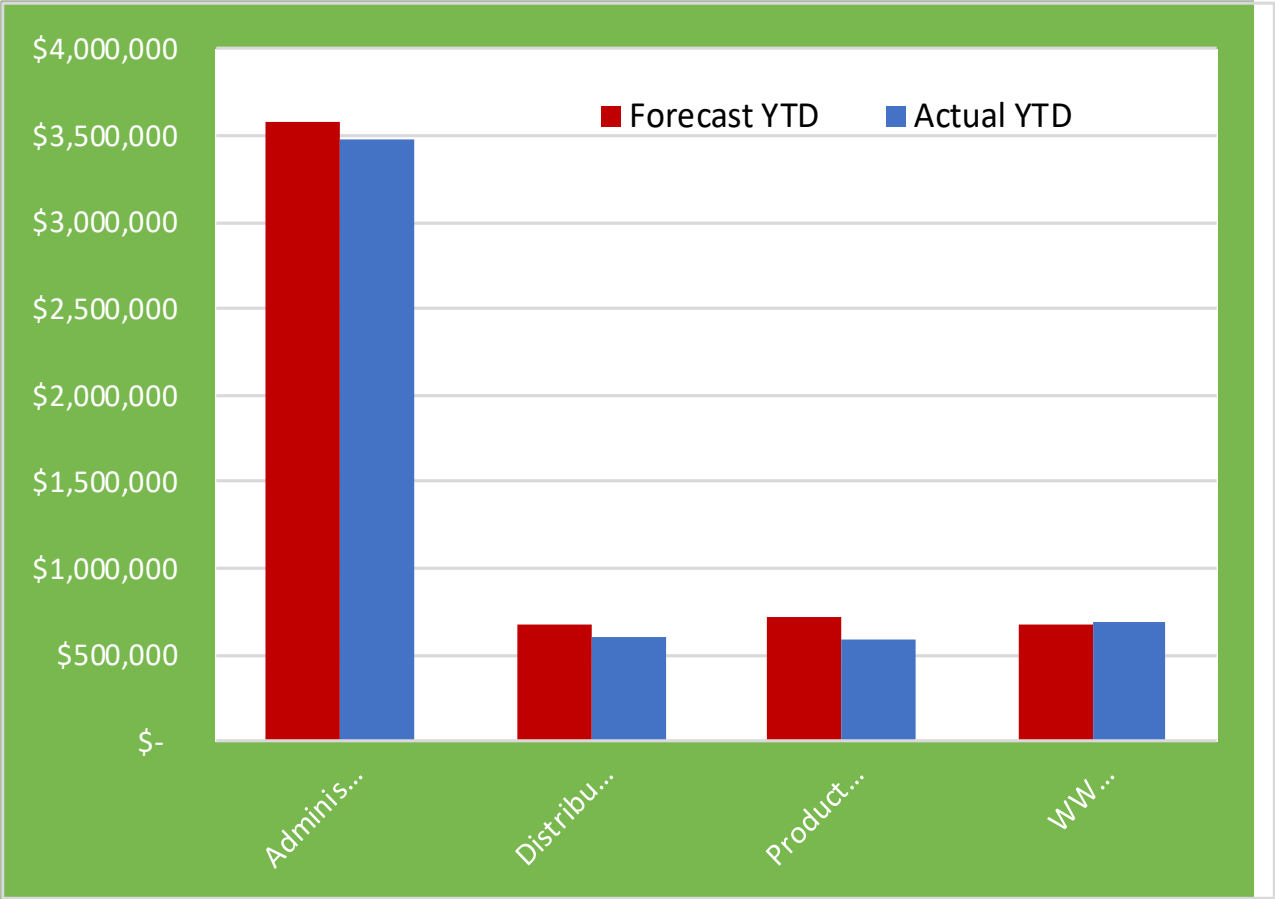
POSITIVE

The water and wastewater actual revenue is higher than forecast almost 14.3%. There were 22 new meter set this month, 20 residential and 2 commercial.

EXPENSE ANALYSIS

WATER/WASTEWATER EXPENDITURES BY DIVISION

<u>Division</u>	<u>FY2022 Forecast YTD</u>	<u>FY2022 Actual YTD</u>	<u>Variance</u>
Administration	\$ 3,572,292	\$ 3,472,069	\$ (100,223)
Distribution/Collection	679,683	600,429	\$ (79,254)
Production/Treatment	726,690	592,725	\$ (133,965)
WW Treatment Plant	<u>673,153</u>	<u>694,210</u>	<u>\$ 21,057</u>
Total	<u>\$ 5,651,818</u>	<u>\$ 5,359,433</u>	<u>\$ (292,385)</u>
Actual to Forecast	94.8%		



POSITIVE

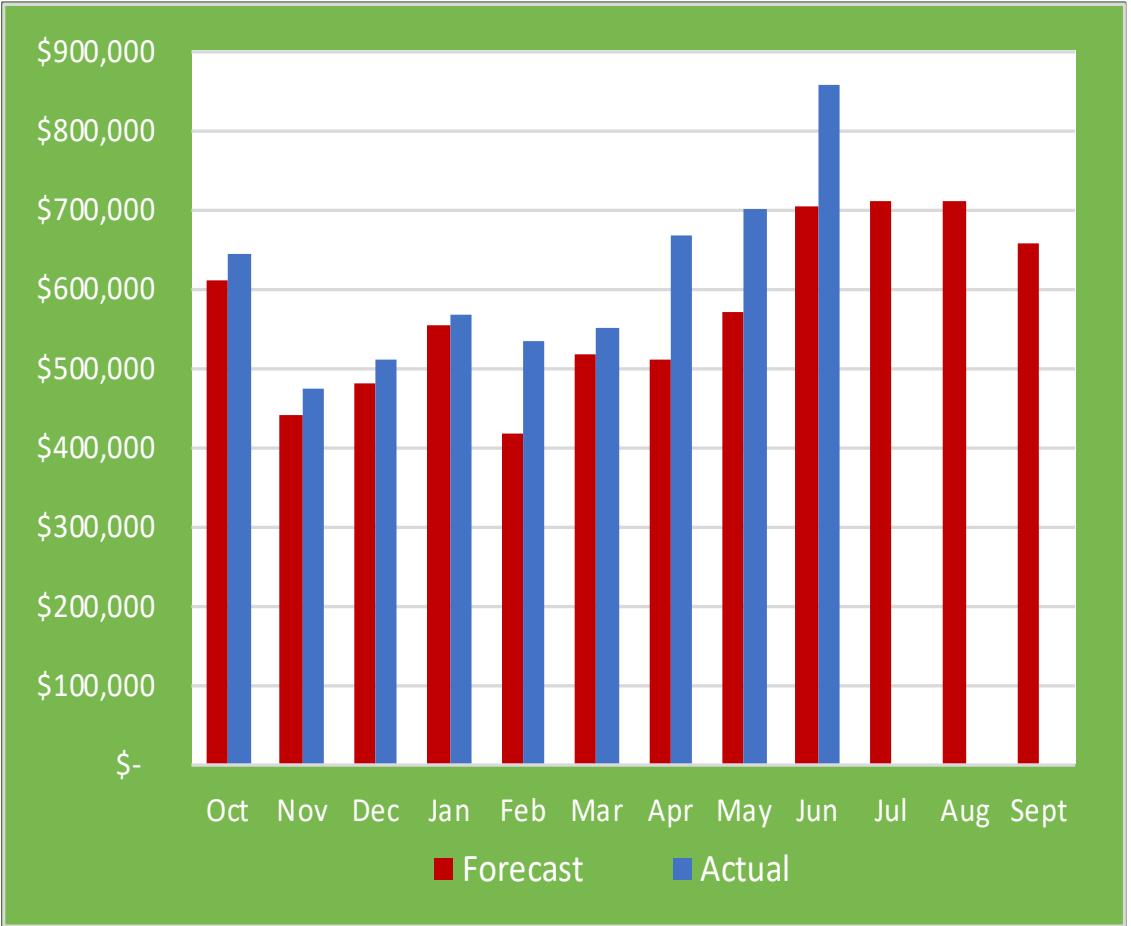
This page tracks the actual to forecast by divisions within the Water/Wastewater department. The actual is almost 95% of forecast. Most of the variance is related to salary savings.

COMPREHENSIVE MONTHLY FINANCIAL REPORT – June 2022

REVENUE ANALYSIS

ELECTRIC FUND REVENUE

Month	FY2022 Forecast	FY2022 Actual	Monthly Variance
Oct	\$ 609,386	\$ 643,338	\$ 33,952
Nov	441,560	475,082	\$ 33,522
Dec	481,473	510,608	\$ 29,135
Jan	554,648	567,579	\$ 12,931
Feb	418,436	534,178	\$ 115,742
Mar	516,256	549,722	\$ 33,466
Apr	509,604	667,544	\$ 157,940
May	569,473	699,457	\$ 129,984
Jun	702,515	857,304	\$ 154,789
Jul	709,167		
Aug	709,167		
Sept	655,954		
Total	\$ 6,877,639	\$ 5,504,812	\$ 701,461
Cumulative Forecast	\$ 4,803,351		
Actual to Forecast	\$ 701,461	14.60%	



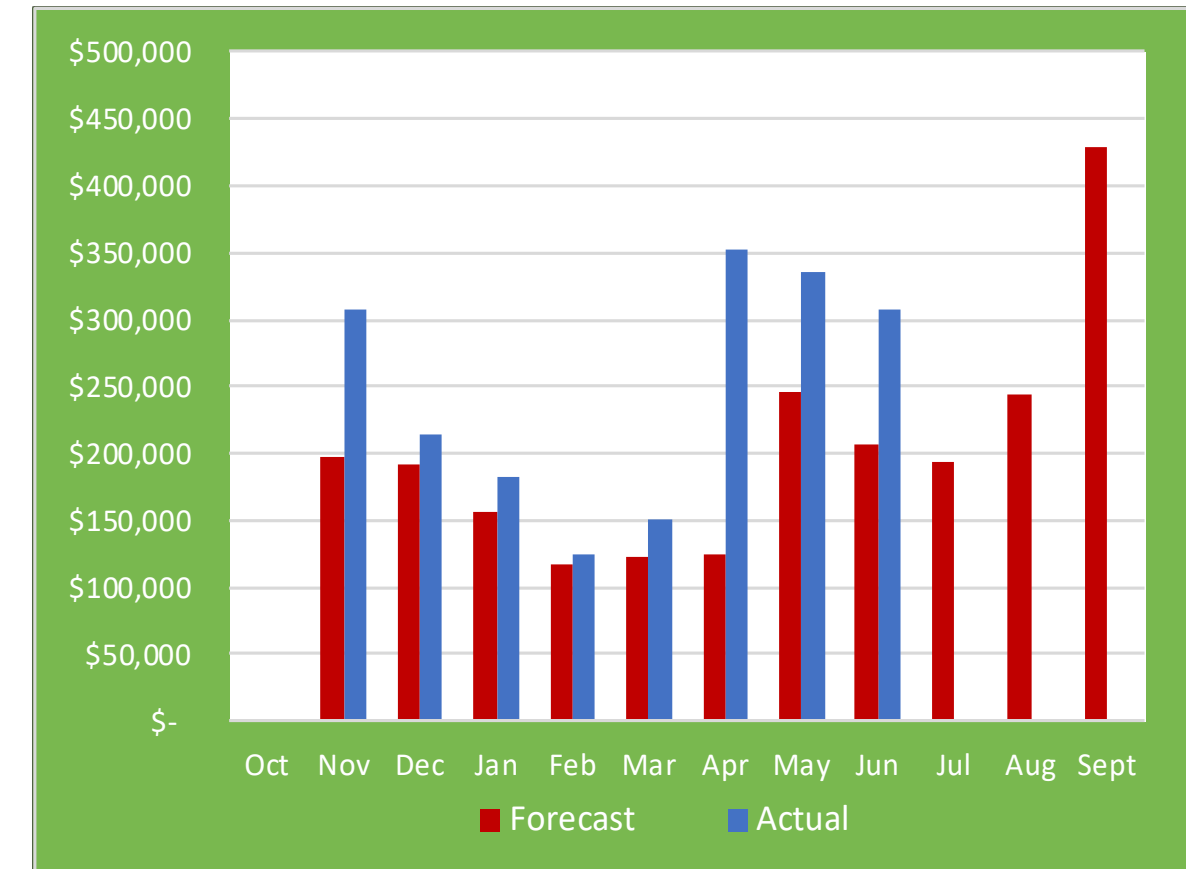
POSITIVE

The Electric utility revenue is over 14.5% above forecasted revenue. There was 3 new meters set 1 residential and 2 commercial.

REVENUE ANALYSIS

HOTEL OCCUPANCY TAX REVENUE

Month	FY2022 Forecast	FY2022 Actual	Monthly Variance
Oct	\$ -	\$ -	\$ -
Nov	197,220	308,282	\$ 111,062
Dec	191,223	213,812	\$ 22,589
Jan	156,750	182,958	\$ 26,208
Feb	116,831	125,124	\$ 8,293
Mar	123,656	151,620	\$ 27,964
Apr	125,518	352,429	\$ 226,911
May	245,323	335,867	\$ 90,544
Jun	207,061	306,859	\$ 99,798
Jul	193,201		
Aug	244,977		
Sept	429,368		
Total	\$ 2,231,128	\$ 1,976,951	\$ 613,369
Cumulative Forecast	\$ 1,363,582		
Actual to Forecast %	\$ 613,369	45.0%	



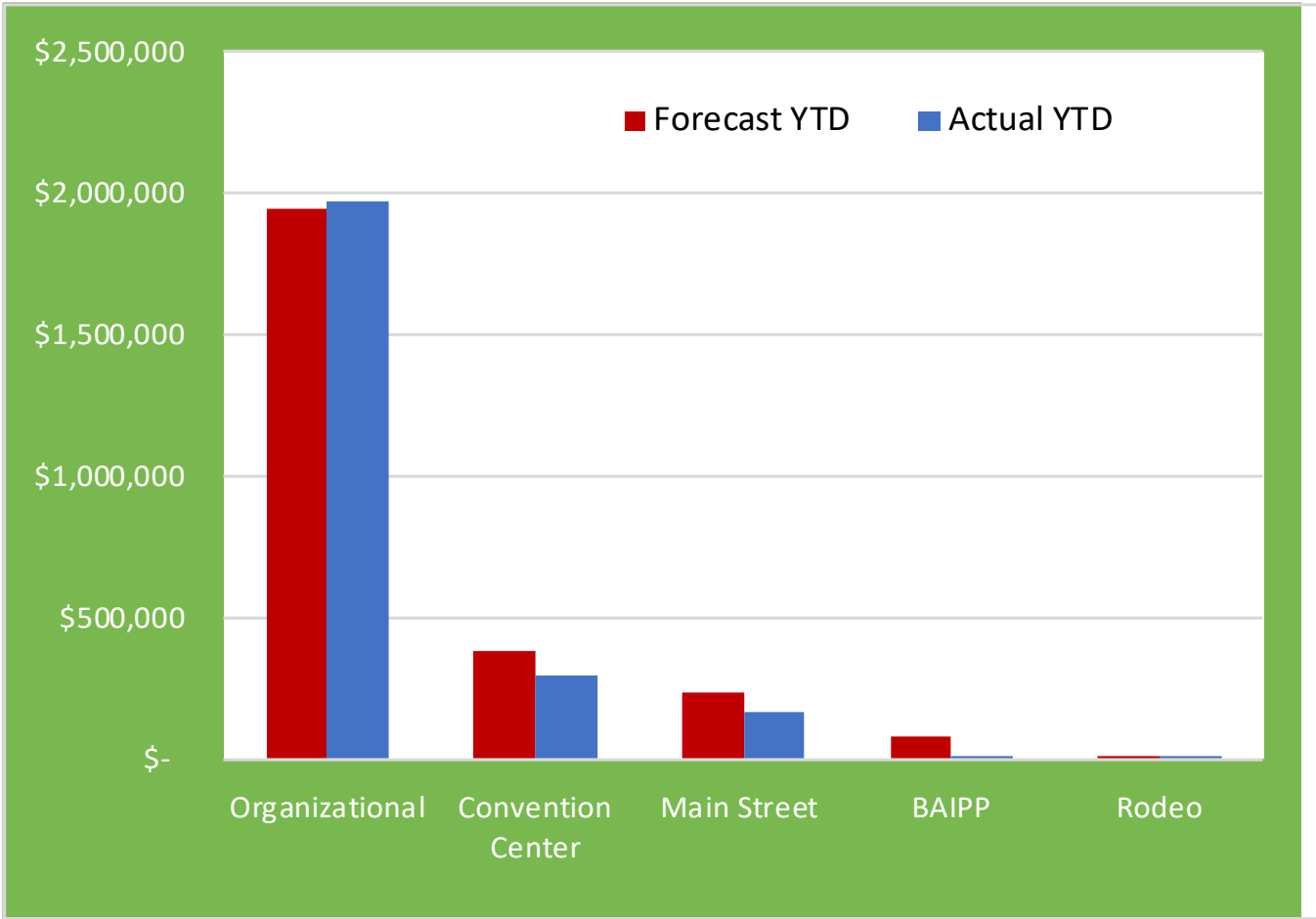
POSITIVE

This page has been updated to reflect cash method and remove accrual method to better reflect the funds true collections. The forecast has been updated to reflect the budget amendment. So far YTD we are 45% positive actual to forecast. ***The Hotel Tax revenue YTD is \$827,415 more than same time last year.***

EXPENSE ANALYSIS

HOTEL OCCUPANCY TAX EXPENDITURES BY DIVISION

<u>Division</u>	<u>FY2022 Forecast YTD</u>	<u>FY2022 Actual YTD</u>	<u>Variance</u>
Organizational	\$ 1,944,865	\$ 1,971,183	\$ 26,318
Convention Center	381,486	294,649	\$ (86,837)
Main Street	229,550	161,729	\$ (67,821)
BAIPP	81,488	2,082	\$ (79,406)
Rodeo	<u>2,175</u>	<u>2,454</u>	<u>\$ 279</u>
Total	\$ 2,639,564	\$ 2,432,097	\$ (207,467)
Actual to Forecast	92.1%		



POSITIVE

This report shows the actual to forecast for each division located in the Hotel Occupancy Tax Fund. YTD is reporting actual is 92% of forecast. The Organizational department is over forecast due to the the hotel consultant fees, this will be a budget amendment brought to City Council before the end of the fiscal year.

Legal fees by Attorney/Category

COMPREHENSIVE MONTHLY FINANCIAL REPORT - June 2022

Item 9A.

FIRM	CASE	FY19-20	FY20-21	FY21-22
BUNDREN				
	Pine Forest Interlocal	\$ 1,298	\$ 944	\$ 8,946
BOJORQUEZ				
	General Legal	\$ 185,102	\$ 166,756	\$ 190,759
	NEU Review	\$ -	\$ 8,493	\$ -
	Bastrop 552	\$ -	\$ 2,810	\$ 6,318
	Crouch Suit	\$ -	\$ -	\$ 10,528
	Cox Suit	\$ -	\$ -	\$ 11,122
	COVID-19	\$ 8,687	\$ 186	\$ -
	Pine Forest Interlocal	\$ 1,275	\$ -	\$ 1,918
	Prosecutor (Municipal Court)	\$ 15,526	\$ 16,331	\$ 17,006
	Water/WW	\$ 57,168	\$ 96,362	\$ 57,374
RUSSEL RODRIGUEZ HYDE				
	Hunter's Crossing PID	\$ 7,378	\$ 10,466	\$ 2,407
MULTIPLE FIRMS				
	XS Ranch Water Rights	\$ 4,888	\$ -	\$ -
	Hunter's Crossing PID	\$ 10,391	\$ -	\$ -
	W/WW Contract reviews	\$ -	\$ 1,425	\$ 13,733
	Crouch Suit	\$ -	\$ -	\$ 10,256
	Cox Suit	\$ -	\$ -	\$ 11,994
TAYLOR, OLSON, ADKINS, SRALLA & ELAM				
	71 Bastrop & MC Bastrop 71	\$ -	\$ 7,333	\$ 18,330
	Red Light Camera Suit	\$ 64	\$ -	\$ -
		\$ 291,777	\$ 311,106	\$ 360,688

SUMMARY OF CASE/TYPE

Row Labels	Sum of FY19-20	Sum of FY20-21	Sum of FY21-22
71 Bastrop & MC Bastrop 71	\$ -	\$ 7,333	\$ 18,330
Bastrop 552	\$ -	\$ 2,810	\$ 6,318
COVID-19	\$ 8,687	\$ 186	\$ -
General Legal	\$ 185,102	\$ 166,756	\$ 190,759
Hunter's Crossing PID	\$ 17,769	\$ 10,466	\$ 2,407
NEU Review	\$ -	\$ 8,493	\$ -
Pine Forest Interlocal	\$ 2,573	\$ 944	\$ 10,864
Prosecutor (Municipal Court)	\$ 15,526	\$ 16,331	\$ 17,006
Red Light Camera Suit	\$ 64	\$ -	\$ -
W/WW Contract reviews	\$ -	\$ 1,425	\$ 13,733
Water/WW	\$ 57,168	\$ 96,362	\$ 57,374
XS Ranch Water Rights	\$ 4,888	\$ -	\$ -
Crouch Suit	\$ -	\$ -	\$ 20,783
Cox Suit	\$ -	\$ -	\$ 23,116
Grand Total	\$ 291,777	\$ 311,106	\$ 360,688



STAFF REPORT

MEETING DATE: July 26, 2022

TITLE:

Consider action to approve City Council minutes from the July 12, 2022, Regular meeting.

AGENDA ITEM SUBMITTED BY:

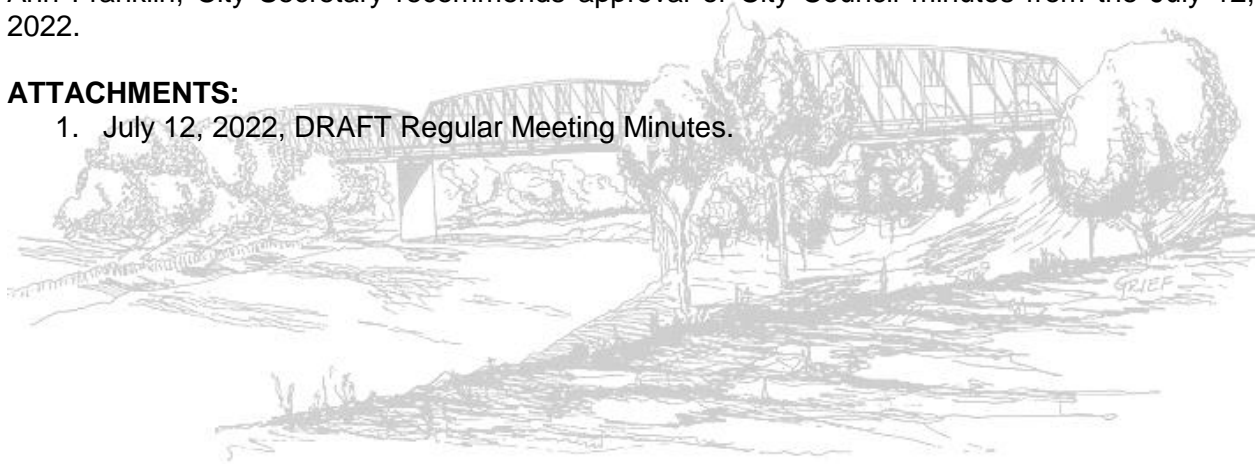
Submitted by: Ann Franklin, City Secretary

RECOMMENDATION:

Ann Franklin, City Secretary recommends approval of City Council minutes from the July 12, 2022.

ATTACHMENTS:

1. July 12, 2022, DRAFT Regular Meeting Minutes.



JULY 12, 2022

The Bastrop City Council met in a regular meeting on Tuesday, July 12, 2022, at 6:30 p.m. at the Bastrop City Hall Council Chambers, located at 1311 Chestnut Street, Bastrop, Texas. Members present were: Mayor Pro Tem Rogers and Council Members Lee, Plunkett, Crouch and Kirkland. Officers present were City Manager, Paul A. Hofmann; Deputy City Secretary, Victoria Psencik; and City Attorney, Alan Bojorquez.

CALL TO ORDER

Mayor Pro Tem Rogers called the meeting to order at 6:30 p.m. with a quorum present. Mayor Schroeder was absent.

PLEDGE OF ALLEGIANCE

Grace, Chase, Johnathan, and Tia led the pledges.

INVOCATION

Bob Long, Police Chaplain, gave the invocation.

PRESENTATIONS

- 4A. Mayor's Report
- 4B. Council Members' Report
- 4C. City Manager's Report

WORK SESSION/BRIEFINGS

- 5A. Receive presentation on proposed amendments to the Rules of Procedure for the City Council and Boards and Commissions.
Submitted by: Ann Franklin, City Secretary
Presentation was made Alan Bojorquez, City Attorney.

STAFF AND BOARD REPORTS

- 6A. Presentation from organizations applying for FY2023 Community Support Funding.
Submitted by: Candice Butts, Community Impact Manager
Presentations were made by representatives from the following organizations:
 - Austin Habitat for Humanity
 - Bastrop County Emergency Food Pantry and Support Center
 - Bastrop County First Responders
 - Bastrop County Long Term Recovery Team
 - Bastrop County Women's Shelter, dba Family Crisis Center
 - Bastrop Prayer and Healing Room
 - Bastrop Pregnancy Resource Center
 - Children's Advocacy Center
 - Combined Community Action, Inc. of Central Texas
 - Court Appointed Special Advocates (CASA)
 - In the Street Hands Up High Ministry

CITIZEN COMMENTS - NONE**CONSENT AGENDA**

A motion was made by Council Member Plunkett to approve Items 8A, 8B, 8C, 8D, 8E, 8F, and 8G as listed on the Consent Agenda after being read into the record by Deputy City Secretary, Victoria Psencik. Seconded by Council Member Lee, motion was approved on a 4-0 vote.

- 8A. Consider action to approve City Council minutes from the June 28, 2022, Regular meeting. Submitted by: Ann Franklin, City Secretary
- 8B. Consider action to approve the second reading of Ordinance No. 2022-05 of the City Council of the City of Bastrop, amending the Comprehensive Plan by changing the Future Land Use designation from Rural Residential to Industry for Bastrop Colorado Bend, LLP for 312.591 +/- acres of land out of the Stephen F. Austin Survey Abstract 2, to the west of Lovers Lane, located within the city limits of the City of Bastrop, as attached in Exhibit A; and providing for findings of fact, adoption, enforcement, a repealer, and severability; establishing an effective date; and proper notice and meeting. Submitted by: Jennifer C. Bills, Director of Planning & Development
- 8C. Consider action to approve the second reading of Ordinance No. 2022-06 of the City Council of the City of Bastrop amending the Transportation Master Plan - Master Thoroughfare Plan and Street Grid for Bastrop Colorado Bend, LLP for 546.364 +/- acres of land out of the Stephen F. Austin Survey, Abstract 2, to the west of Lovers Lane, located within the city limits of the City of Bastrop and the City of Bastrop Extraterritorial Jurisdiction; as attached in Exhibit A; and providing for findings of fact, adoption, enforcement, a repealer, and severability; establishing an effective date; and proper notice and meeting. Submitted by: Jennifer C. Bills, Director of Planning & Development
- 8D. Consider action to approve the second reading of Ordinance No. 2022-17 of the City Council of the City of Bastrop, Texas approving the 2021 Service Plan Update, including provisions related to assessments for the Hunters Crossing Public Improvement District; approving a Fiscal Year 2022 assessment roll for the District; and containing other provisions related to the Hunters Crossing Public Improvement District and the Hunter's Crossing Local Government Corporation; and providing for an effective date. Submitted by: Tracy Waldron, Chief Financial Officer
- 8E. Consider action to approve Resolution No. R-2022-59 of the City Council of the City of Bastrop, Texas, awarding a contract with Southern Utility Works, LLC for the Public Works (PW) Detention Pond Pump Station (PS) to an amount of Two Hundred Ninety-One Thousand Two Hundred Seventy-Three Dollars and Three Cents (\$291,273.03); authorizing the City Manager to execute all necessary documents; providing for a repealing clause; and establishing an effective date. Submitted by: Fabiola M. de Carvalho, MIAM Director of Engineering and Capital Project Management Department
- 8F. Consider action to approve Resolution No. R-2022-60 of the City Council of the City of Bastrop, Texas approving a Public Improvement Plan Agreement with Hunt Communities for The Colony MUD 1C Section 8, as attached in Exhibit A; authorizing the City Manager

to execute all necessary documents; providing for a repealing clause; and establishing an effective date.

Submitted by: Jennifer C. Bills, Director of Planning & Development

- 8G. Consider action to approve Resolution No. R-2022-61 of the City Council of the City of Bastrop, Texas, approving an amendment to the 2013 Memorandum of Understand between DM Pecan Park Associates, Ltd., and the City of Bastrop shown herein as Exhibit A, authorizing, authorizing the city manager to execute all necessary documents; providing for a repealing clause; and establishing an effective date.

Submitted by: Trey Job, Assistant City Manager

ITEMS FOR INDIVIDUAL CONSIDERATION

- 9A. Consider action to approve Resolution No. R-2022-55 for approving an appeal of a Certificate of Appropriateness to paint the rear masonry wall of the building at 910 & 912 Main Street, on 0.17 acres of Building Block 9 West of Water Street, known as the Kleinert and Kesselus buildings, attached in Exhibit A; authorizing the city manager to execute all necessary documents; providing for a repealing clause; and establishing an effective date.

Submitted by: Jennifer C. Bills, Director of Planning & Development

Presentation was made by Jennifer C. Bills, Director of Planning & Development

SPEAKER

Ryan Holiday

912 Main St

Bastrop, TX 78602

213-479-3039

A motion was made by Council Member Kirkland to acknowledge that this has been approved and to take no further action with the Municipal Court, seconded by Council Member Crouch, motion was approved on a 4-0 vote.

- 9B. Hold public hearing and consider action to approve the first reading of Ordinance No. 2022-18 of the City of Bastrop, Texas updating and amending Bastrop Code of Ordinances, Chapter 13, Article 13.12, entitled "Impact Fees", updating the land use assumptions, capital improvement plan and amending impact fees for water and wastewater utilities, providing for an effective date; and move to include on the July 26, 2022 agenda for a second reading.

Submitted by: Tracy Waldron, Chief Financial Officer

Presentation was made by Tracy Waldron, Chief Financial Officer and Chis Ekrut, NewGen Strategies & Solutions.

Public hearing was opened.

Public hearing was closed.

A motion was made by Council Member Lee to approve the first reading of Ordinance No. 2022-18 and to include on the July 26, 2202, agenda for the second reading, seconded by Council Member Plunkett, motion was approved on a 4-0 vote.

- 9C. Consider action to approve the second reading of Ordinance No. 2022-15 of the City Council of the City of Bastrop, Texas, approving the Burleson Crossing East Zoning Concept Scheme, changing the zoning for 12.95 acres out of the Nancy Blakey Survey

Abstract 98, from P2 Rural to P5 Core and establishing warrants on 19.81 acres, located east of Edward Burleson Lane and north of State Highway 71, within the city limits of Bastrop, Texas, as shown in Exhibits A, B, and C, providing for findings of fact, adoption, repealer, severability and enforcement, proper notice and meeting; and establishing an effective date.

Submitted by: Jennifer C. Bills, Director of Planning & Development

Presentation was made by Jennifer C. Bills, Director of Planning & Development

A motion was made by Council Member Kirkland to approve the second reading of Ordinance No. 2022-15, seconded by Council Member Crouch, motion was approved on a 4-0 vote.

- 9D. Consider action to approve Resolution No. R-2022-56 of the City Council of the City of Bastrop, Texas approving the First Amendment to the Development and Annexation Agreement between the City of Bastrop a Home Rule City, and Bastrop Colorado Bend, LLC, a Texas Limited Liability Company for 546.364+/- acres of land out of the A2 Stephen F. Austin, to the West of Lovers Lane, located within the City of Bastrop Extraterritorial Jurisdiction, as attached in Exhibit A; authorizing the City Manager to execute all necessary documents; providing for a repealing clause; and establishing an effective date.

Submitted by: Jennifer C. Bills, Director of Planning & Development

Presentation was made by Jennifer C. Bills, Director of Planning & Development

A motion was made by Council Member Kirkland to approve Resolution No. 2022-56, seconded by Council Member Lee, motion was approved on a 4-0 vote.

- 9E. Consider action to approve the second reading of Ordinance No. 2022-04 of the City Council of the City of Bastrop, Texas, annexing Bastrop Colorado Bend phase 1, for 312.61 acres of land out of the Stephen F. Austin Survey, Abstract No. 2, located west of Lovers Lane and southeast of the Colorado River, as shown in Exhibit A, providing for findings of fact, adoption, establishing zoning and character district, repealer, severability, filing and enforcement; establishing an effective date; and proper notice and meeting.

Submitted by: Jennifer C. Bills, Director of Planning & Development

Presentation was made by Jennifer C. Bills, Director of Planning & Development

A motion was made by Council Member Kirkland to approve the second reading of Ordinance No. 2022-04, seconded by Council Member Lee, motion was approved on a 4-0 vote.

- 9F. Consider action to approve the second reading of Ordinance No. 2022-07 of the City Council of the City of Bastrop, Texas, approving the Bastrop Colorado Bend Zoning Concept Scheme, changing the zoning for 312.591 acres out of the Stephen F. Austin Survey Abstract 2, from P2 Rural to PEC Employment Center and establishing a plan on 312.591 acres, located west of Lovers Lane, within the city limits of the City of Bastrop, as shown in Exhibit A, providing for findings of fact, adoption, repealer, severability and enforcement, proper notice and meeting; and establishing an effective date.

Submitted by: Jennifer C. Bills, Director of Planning & Development

Presentation was made by Jennifer C. Bills, Director of Planning & Development

A motion was made by Council Member Lee to approve the second reading of Ordinance No. 2022-07, seconded by Council Member Kirkland, motion was approved on a 4-0 vote.

Adjourned at 8:51 p.m. without objection.

APPROVED:

ATTEST:

Mayor Pro Tem Drusilla Rogers

Deputy City Secretary Victoria Psencik

The Minutes were approved on July 26, 2022, by Council Member **Name**'s motion, Council Member **Name**'s second. The motion was approved on a **5-0** vote.



STAFF REPORT

MEETING DATE: July 26, 2022

TITLE:

Consider action to approve Resolution No. R-2022-62 of the City Council of the City of Bastrop, Texas approving a Public Improvement Plan Agreement with Great West Development, Inc. for River Crest Subdivision, as attached in Exhibit A; authorizing the City Manager to execute all necessary documents; providing for a repealing clause; and establishing an effective date.

STAFF REPRESENTATIVE:

Submitted by: Jennifer C. Bills, Director of Planning and Development

BACKGROUND/HISTORY:

The Public Improvement Plan Agreement was developed as part of the City of Bastrop's Development Manual. This standardized agreement is a tool that can be used by staff. It allows a developer to establish the infrastructure costs, inspections fees and begin construction of public street and utility infrastructure. The agreement also establishes the process to record the final plat with a fiscal guaranty for the approved section of the subdivision prior to the completion of all public improvements. The cost estimates and scope of work included in the Agreement were approved with the Public Improvement Plans approved by the City Engineer.

POLICY EXPLANATION:

Texas Local Government Code 212.010 Standards for Approval of Plat requires that a new subdivision should extend roads and utilities in conformance to the city requirements and bonds be submitted in accordance with the municipal policy for the approval of subdivision plats.

Section 1.4.003 Public improvement Plan Agreement (PIPA) establishes the requirements for approval of the PIPA.

FUNDING SOURCE:

N/A

RECOMMENDATION:

The Director of Planning recommends City Council consider action to approve Resolution No. R-2022-62 of the City Council of the City of Bastrop, Texas approving a Public Improvement Plan Agreement with Great West Development, Inc. for River Crest Subdivision, as attached in Exhibit A; authorizing the City Manager to execute all necessary documents; providing for a repealing clause; and establishing an effective date.

ATTACHMENTS:

- Resolution No. R-2022-62
- Exhibit A – River Crest Subdivision Public Improvement Plan Agreement

RESOLUTION NO. R-2022-62

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS APPROVING A PUBLIC IMPROVEMENT PLAN AGREEMENT WITH GREAT WEST DEVELOPMENT, INC. FOR THE RIVER CREST SUBDIVISION, 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 Council has adopted the Bastrop Building Block (B³) Code and related codes that provide a process for the standards and construction of public improvements that support the development created during the subdivision process; and

WHEREAS, the Development Manual includes the requirement for a developer to provide a Public Improvement Plan Agreement to ensure the installation of the public improvements; and

WHEREAS, the “Developer” known as Great West Development, Inc. has an approved Preliminary Plat and Public Improvement Plan for the construction of a single-family subdivision; and

WHEREAS, The City Council also understands the importance of the required public improvements and the value they bring in regard to the public safety of neighborhoods.

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

Section 1: That the City Manager will execute the Public Improvement Plan Agreement attached as Exhibit A.

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: That this Resolution shall take effect immediately upon its passage.

DULY RESOLVED AND ADOPTED by the City Council of the City of Bastrop this 26th day of July, 2022.

APPROVED:

Connie B. Schroeder, Mayor

ATTEST:

Ann Franklin, City Secretary

APPROVED AS TO FORM:

Alan Bojorquez, City Attorney

CITY OF BASTROP, TEXAS
Public Improvement Plan Agreement
RIVER CREST

The State of Texas

County of Bastrop

WHEREAS, Great West Development, Inc., hereinafter referred to as, "Developer" or "Owner", is the developer of the following described property and desires to make certain improvements to the following lots and blocks in River Crest, a development in the of Bastrop ETJ, Texas: being Lots 1-12, Block A, Lots 1-5, Block B, Lots 1-11, Block C, and Lots 1-24, Block D; and

WHEREAS, the said Developer has requested the City of Bastrop, a Home Rule Municipality of Bastrop County, Texas, hereinafter referred to as, "City", to provide approvals and cooperative arrangements in connection with said improvements:

NOW, THEREFORE, KNOW ALL MEN BY THESE PRESENTS:

That said Developer, acting herein by and through, its duly authorized officer, and the City, acting herein by and through PAUL A. HOFMANN, its City Manager, for and in consideration of the covenants and agreements herein performed and to be performed, do hereby covenant and agree as follows regarding assurance of construction of, streets maintained by Bastrop County, drainage maintained by Bastrop County, street signs maintained by Bastrop County, and private park/trail improvements maintained by Developer or its successor; summary of applicable infrastructure (development) amounts; assurance payments to the City; payment of inspection fees; and miscellaneous provisions relating to the acceptable completion of said construction according to the plans for River Crest approved by the City on May 17, 2022.

1.00 Assurance of Infrastructure Construction

1.10 Employment of Contractors

In accordance with this agreement, the Developer agrees to employ a general contractor or contractors in accordance with the conditions set forth in Section 4.00 for work for which the Developer is providing as stated herein and indicated in the Summary of Infrastructure (Development) Assurance Amounts, Section 2.30 on page 4 of this agreement.

1.11 Public Infrastructure Construction and Acceptance Process

- a) The Developer and the City agree that a pre-construction meeting will not be held and notice to proceed issued until the payment of the Public Improvement Inspection fees are paid to the City and a copy of the approved plan set provided to the City Construction Manager. The Public Improvement Inspection fees will be three- and one-half percent (3.5%) of the total infrastructure costs (streets, and drainage), per the Master Fee Schedule adopted with Ordinance Number 2019-42.
- b) Upon completion of the Infrastructure, the developer must furnish the City with the following prior to acceptance and release of fiscal guarantee (if provided):
 - 1. As-Built/Record Drawings of Public Improvement Plans in pdf format and in CAD/GIS format;
 - 2. The Developer agrees to require the contractor(s) to furnish the City and County with a two (2) year maintenance bond in the name of the City and County, subject to City approval, for twenty five percent (25%) of the contract price of the public streets, and drainage improvements. The maintenance bond(s) shall be submitted and approved prior to the final

acceptance of the improvements;

3. Letter of Concurrence from the Design Engineer.

- c) Once these items are provided, the City will provide a Letter of Acceptance from the City Engineer.
- d) In order to record the Final Plat, the developer must complete one of the following:
 - 1. Have received a Letter of Acceptance from the City Engineer; or
 - 2. Provide fiscal guarantee for 125% of the outstanding Infrastructure (Development) Improvement Costs, with Engineer's Opinion of Probable Costs. This guarantee will not be released until acceptance of the Infrastructure by the City Engineer.

1.12 Payment of Miscellaneous Construction Costs

It is further agreed and understood that additional costs may be required of the Developer to cover such additional work, materials and/or other costs as may be made necessary by conditions encountered during construction and within the scope of this project.

1.13 Compliance with Tree Preservation Ordinance

The Developer is responsible to fully comply with the City's Tree Preservation Ordinance and Construction Standards during all phases of construction. The Developer submitted a tree protection plan and protected tree survey showing the protected trees on site and the measures of tree protection to be employed prior to any site work on the project with Public Improvement Plans approved on May 17, 2022.

2.00 Infrastructure (Development) Improvement Costs

All infrastructure (development) improvement costs are the full responsibility of the Developer unless otherwise noted, or unless otherwise funded with a public improvement district revenue, tax increment reinvestments zone revenue, or a Chapter 380 grant, pursuant to a separate agreement. The following improvement costs have been developed using the Developer's plans and specifications and recommendations by the City in accordance with the construction guidelines set forth by the City:

2.10 Drainage Improvements

The distribution of costs between the City and the Developer for drainage improvements are as follows:

	Full Project Cost	Developer Amount	City Participation
Storm Drainage Facilities	\$43,170.00	\$43,170.00	\$0.00

2.20 Street Improvements

The distribution of costs between the City and the Developer for all street improvements are as follows:

	Full Project Cost	Developer Amount	City Participation
Streets	\$643,520.78	\$643,520.78	\$0.00
Erosion Control Items	\$54,600.00	\$54,600.00	\$0.00
Total Construction Cost	\$698,120.78	\$698,120.78	\$0.00

2.30 Water Improvements

The distribution of costs between Aqua and the Developer for all domestic and fire water utilities are as follows:

	Full Project Cost	Developer Amount	City Participation
Water Facilities	\$148,397.50	\$148,397.50	\$0.00
Total Construction Cost	\$	\$	\$0.00

2.40 Summary of Infrastructure (Development) Costs Amounts

	Final Assurance Amount
Water Facilities	\$
Storm Drainage Facilities	\$43,170.00
Streets, & Erosion Control Improvements	\$698,120.78
Total Infrastructure Development Cost Amounts	\$741,290.78

INSPECTION FEES TO BE PAID PRIOR TO PRE-CONSTRUCTION MEETING:

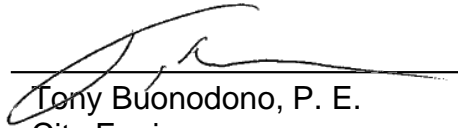
Percentage Final of Construction Improvement

		Construction Cost Amount	Inspection Fee
Streets, & Erosion Control Improvements	3.5%	698,120.78	\$24,434.23
Drainage	3.5%	\$43,170.00	\$1510.95

Payment to the City**\$25,945.18**

The final construction amount is **\$741,290.78**, and the Public Improvement Inspection fee amount is **\$25,945.18**, or \$2500, whichever is higher.

RECOMMENDED:



Tony Buonodono, P. E. 7/19/2022
City Engineer Date

3.00 Miscellaneous Improvements

3.10 Drainage Operation and Maintenance Plan

The Developer will provide the City with a Drainage Operation and Maintenance Plan (plan) in accordance with the Stormwater Drainage Manual. The plan shall provide detailed information regarding the obligation of responsible parties for any drainage system, stormwater system, or other improvement which will not be dedicated to the City as part of this agreement. Proof of payment to the surety and that all other obligations of the developer or contractor have been met in order for the bonds to be binding upon the surety.

3.20 Street Name and Regulatory Signs (Bastrop County)

Street name and regulatory signs shall be installed by the Developer at the Developer's expense at locations specified by the City's Director of Public Works per the signage regulations in the Bastrop County Sign Standards and Details. The signs shall conform to The State of Texas Manual on Uniform Traffic Control Devices and County requirements, including but not limited to, exact placement, sign height and block numbers. The City and County shall not be responsible or obligated to maintain and/or replace any non-standard sign poles, street name signs, or regulatory signs. Installation shall be completed prior to the acceptance of the subdivision.

RECOMMENDED:


Curtis Hancock
Public Works Director

7/19/22
Date

4.00 Miscellaneous Provisions

4.10 Bonds

The developer will provide the City with proof of payment to the surety and that all other obligations of the developer or contractor have been met in order for the bonds to be binding upon the surety.

4.20 Public Liability

The Developer shall further require the contractor(s) to secure Public Liability Insurance. The amount of Insurance required shall include Public Liability, Bodily Injury and Property Damage of not less than \$100,000 one person, \$300,000 one accident and \$100,000 property damage. The minimum requirements for automobile and truck public liability, bodily injury and property damage shall also include not less than \$100,000 one person, \$300,000 one accident, and \$100,000 property damage.

The Contractor shall provide Worker's Compensation Insurance in accordance with the most recent Texas Workers' Compensation Commission's rules.

4.30 General Indemnity Provisions

The Developer shall waive all claims, fully release, indemnify, defend and hold harmless the City and all of its officials, officers, agents, consultants, employees and invitees in both their public and private capacities, from any and all liability, claims, suits, demands or causes of action, including all expenses of litigation and/or settlement which may arise by injury to property or person occasioned by error, omission, intentional or negligent act of Developer, its officers, agents, consultants, employees, invitees, or other person, arising out of or in connection with the Agreement, or on or about the property, and Developer will, at its own cost and expense, defend and protect the City and all of its officials, officers, agents,

consultants, employees and invitees in both their public and private capacities, from any and all such claims and demands. Also, Developer agrees to and shall indemnify, defend and hold harmless the City and all of its officials, officers, agents, consultants, employees and invitees in both their public and private capacities, from and against any and all claims, losses, damages, causes of action, suit and liability of every kind, including all expenses of litigation, court costs and attorney fees for injury to or death of any person or for any damage to any property arising out of or in connection with this Agreement or any and all activity or use pursuant to the Agreement, or on or about the property. This indemnity shall apply whether the claims, suits, losses, damages, causes of action or liability arise in whole or in part from the intentional acts or negligence of developer or any of its officers, officials, agents, consultants, employees or invitees, whether said negligence is contractual, comparative negligence, concurrent negligence, gross negligence or any other form of negligence. The City shall be responsible only for the City's sole negligence. Provided, however, that nothing contained in this Agreement shall waive the City's defenses or immunities under Section 101.001 et seq. of the Texas Civil Practice and Remedies Code or other applicable statutory or common law. Notwithstanding anything to the contrary in this section, the Developer shall not be required to indemnify the City in the event the claims, suits, losses, damages, causes of action or liability arise in whole or in part as a result of the City's breach of this agreement or a separate agreement pertaining to the property governed by this agreement.

4.31 Indemnity Against Design Defects

Approval of the City Engineer or other City employee, official, consultant, employee,

or officer of any plans, designs or specifications submitted by the Developer under this Agreement shall not constitute or be deemed to be a release of the responsibility and liability of the Developer, its engineer, contractors, employees, officers, or agents for the accuracy and competency of their design and specifications. Such approval shall not be deemed to be an assumption of such responsibility or liability by the City for any defect in the design and specifications prepared by the consulting engineer, his officers, agents, servants, or employees, it being the intent of the parties that approval by the City Engineer or other City employee, official, consultant, or officer signifies the City's approval of only the general design concept of the improvements to be constructed. In this connection, the Developer shall indemnify and hold harmless the City, its officials, officers, agents, servants and employees, from any loss, damage, liability or expense on account of damage to property and injuries, including death, to any and all persons which may arise out of any defect, deficiency or negligence of the engineer's designs and specifications incorporated into any improvements constructed in accordance therewith, and the Developer shall defend at his own expense any suits or other proceedings brought against the City, its officials, officers, agents, servants or employees, or any of them, on account thereof, to pay all expenses and satisfy all judgments which may be incurred by or rendered against them, collectively or individually, personally or in their official capacity, in connection herewith. Notwithstanding anything to the contrary in this section, the Developer shall not be required to indemnify the City in the event the claims, suits, losses, damages, causes of action or liability arise in whole or in part as a result of the City's breach of this agreement or a separate agreement pertaining to the property

governed by this agreement.

4.32 Approval of Plans

The Developer and City agree that the approval of plans and specifications by the City shall not be construed as representing or implying that improvements built in accordance therewith shall be free of defects. Any such approvals shall in no event be construed as representing or guaranteeing that any improvement built in accordance therewith will be designed or built in a good and workmanlike manner.

Neither the City or County, nor its elected officials, officers, employees, contractors and/or agents shall be responsible or liable in damages or otherwise to anyone submitting plans and specifications for approval by the City for any defects in any plans or specifications submitted, revised, or approved, in the loss or damages to any person arising out of approval or disapproval or failure to approve or disapprove any plans or specifications, for any loss or damage arising from the non-compliance of such plans or specifications with any governmental ordinance or regulation, nor any defects in construction undertaken pursuant to such plans and specifications.

4.33 Venue

Venue of any action brought hereunder shall be in the City of Bastrop, Bastrop County, Texas.

4.40 Dedication of Infrastructure Improvements

Upon final acceptance of River Crest, the public streets and sidewalks shall become the property of the County.

4.60 Assignment

This agreement, any part hereof, or any interest herein shall not be assigned by the Developer without written consent of the City Manager, said consent shall not be unreasonably withheld, and it is further agreed that such written consent will not be granted for the assignment, transfer, pledge and/or conveyance of any refunds due or to become due to the Developer except that such assignment, transfer, pledge and/or conveyance shall be for the full amount of the total of all such refunds due or to become due hereunder nor shall assignment release assignor or assignee from any and all Development assurances and responsibilities set forth herein.

IN TESTIMONY WHEREOF, the City of Bastrop has caused this instrument to be executed in duplicate in its name and on its behalf by its City Manager, attested by its City Secretary, with the corporate seal of the City affixed, and said Developer has executed this instrument in duplicate, at the City of Bastrop, Texas this the ____ day of _____, **2022**.

River Crest

City of Bastrop, Texas


 Phillip Williams
 Great West Development, Inc.

 Paul A. Hofmann
 City Manager

ATTEST:

 Ann Franklin
 City Secretary

 Date

APPROVED AS TO FORM:

 Alan Bojorquez

 Date

City Attorney

Distribution of Originals:

Developer
City Secretary
Planning and Development Department

ENGINEERS OPINION OF PROBABLE COST

TXDOT SPEC.	COA SPEC.	ITEM NO.	ESTIMATED QUANTITY	DESCRIPTION & UNIT PRICE OF ITEM IN WORDS		UNIT PRICE	TOTAL PRICE
STREET IMPROVEMENTS							
500	700s	1.	1	LS	Mobilization, complete and in place, per unit, for _____ Dollars and _____ Cents.	\$ 40,000.00	\$ 40,000.00
100	102s	2	36	AC	Preparing ROW and Site, including clearing and grubbing for all pad sites, improvements, complete and in place, per unit, for _____ Dollars and _____ Cents.	\$ 2,000.00	\$ 72,000.00
160	601s	3	18,000	CY	Salvage and Stockpile Top Soil from the limits of construction (4" depth avg), complete and in place, per unit, for _____ Dollars and _____ Cents.	\$ 4.00	\$ 72,000.00
247 **	210s	4	19,169	SY	Flexible Base, 8" Thick, Type A, Grade 2, complete and in place, per unit, for _____ Dollars and _____ Cents.	\$ 10.50	\$ 201,279.17
340	340s	5	13,964	SY	Hot Mix Asphaltic Concrete, 2" Thick, Type D, (including prime coat), complete and in place, per unit, for _____ Dollars and _____ Cents.	\$ 14.00	\$ 195,497.56
247 **	210s	6	2,947	SY	Flexible Base, 5" Thick EXTRA on Colorado, Type A, Grade 2, complete and in place, per unit, for _____ Dollars and _____ Cents.	\$ 6.50	\$ 19,154.06
340	340s	7	1,685	SY	Hot Mix Asphaltic Concrete, 2" Thick, Type D, (including prime coat), Shoulder section complete and in place, per unit, for _____ Dollars and _____ Cents.	\$ 14.00	\$ 23,590.00
666 672 685 644	860s 803s 863s	9	1	LS	Striping, pavement markers, traffic signs, warning signs, street signs, object markers (including winged channel posts), poles, brackets and foundations, complete and in place, per unit for _____ Dollar	\$ 20,000.00	\$ 20,000.00
**	See detail and geotechnical report for options.						
SUBTOTAL FOR STREET IMPROVEMENTS							\$ 643,520.78

DRAINAGE IMPROVEMENTS

464	510s	1	212	LF	RCP Class III, 18" Diameter, complete and in place, per unit, for _____ Dollars and _____ Cents.	\$ 60.00	\$ 12,720.00
464	510s	2	286	LF	RCP Class IV, 18" Diameter, complete and in place, per unit, for _____ Dollars and _____ Cents.	\$ 75.00	\$ 21,450.00
465	506s 410s 403s	3	2	EA	Single 18" 4:1 SETs, complete and in place, per unit, for _____ Dollars and _____ Cents.	\$ 1,500.00	\$ 3,000.00
465	506s	4	3	EA	Double 18" 4:1 SETs, complete and in place, per unit, for _____ Dollars and _____ Cents.	\$ 2,000.00	\$ 6,000.00
465	506s	5		EA	Triple 18" 4:1 SETs, complete and in place, per unit, for _____ Dollars and _____ Cents.	\$ 2,250.00	\$ -

SUBTOTAL FOR DRAINAGE IMPROVEMENTS**\$ 43,170.00**

EROSION/SEDIMENTATION CONTROLS

506	642s	1	5,100	LF	Silt Fence (including maintenance and removal when notified), complete and in place, per unit, for _____ Dollars and _____ Cents.	\$ 1.00	\$ 5,100.00
506	641s	5	1	EA	Stabilized Construction Entrance, complete and in place, per unit, for _____ Dollars and _____ Cents.	\$ 1,500.00	\$ 1,500.00
164 168 166	604s	6	32	AC	Restoration of disturbed areas in accordance with this contract in accordance with Bastrop specifications, complete and in place, per unit, for _____ Dollars and _____ Cents.	\$ 1,500.00	\$ 48,000.00
							\$ 54,600.00

SUBTOTAL FOR EROSION/SEDIMENTATION CONTROLS**TOTAL OPC PRICE FOR STREET & DRAINAGE****EROSION/SEDIMENTATION CONTROLS, SALES TAX, & CONSTRUCTION STAKING**

WATER AND PRIVATE IMPROVEMENTS ARE EXCLUDED.

\$ 741,290.78



 6-20-2022



STAFF REPORT

MEETING DATE: July 26, 2022

TITLE:

Consider action to approve Resolution No. R-2022-63 of the City Council of the City of Bastrop, Texas, awarding a contract with Brannan Paving Co., LTD for the Street Maintenance Project to an amount of Six Hundred Three Thousand Seven Hundred Ninety-Eight Dollars and Sixty-Five Cents (\$603,798.65); authorizing the City Manager to execute all necessary documents; providing for a repealing clause; and establishing an effective date.

AGENDA ITEM SUBMITTED BY:

Submitted by: Fabiola de Carvalho, MIAM, Director of Engineering and Capital Project Management

BACKGROUND/HISTORY:

The City of Bastrop City is in Year 4 of the Street Maintenance Project.

The proven method to stabilize road condition and minimize additional deterioration is to “Keep the good streets good.” Therefore, the Street Maintenance Project will focus on streets in very good, good and fair condition to minimize the need for road rehabilitation and reconstruction.

In December of 2017, the City of Bastrop conducted a Pavement Condition Survey of its existing street network. A Pavement Condition Index (PCI) was developed based on the findings of that study. The study results were presented to City Council in April 2018. Staff then used that information to develop various types of pavement maintenance needed and the costs associated with each type of treatment, overlay, seal coat, crack sealing, and spot reconstruction.

The scope of this project includes seal coating the streets depicted on the map attached as Exhibit C. Seal coating consists of applying a liquid layer of product over an existing asphalt pavement in a manner that seals the surface and fills small voids and cracks as protection against weathering elements, such as sunlight, water, which will gradually cause asphalt to become brittle and crack. Seal coating will extend the life of the streets.

The project was advertised on June, and Bid Opening was held on July 6, 2022. City received two proposals for this project. After Walker Partners', the Engineer on the project, evaluation of the proposals, Walker Partners provided a Recommendation to Award the construction contract for this project to Brannan Paving Co., LTD, the highest-ranking firm and best value to the City, with a total bid in the amount of Six Hundred Three Thousand Seven Hundred Ninety-Eight Dollars and Sixty-Five Cents (\$603,798.65). The total bid amount includes a base bid in the amount of Five Hundred Forty Thousand Four Hundred Seventy-Five Dollars and Sixty-Five Cents (540,475.65) and the add alternate in the amount of Sixty-Three Thousand Three Hundred Twenty-Three Dollars (\$63,323.00). The add alternate consists of work on the streets in Fairview Cemetery.

The other proposal was from Ck Newberry, LLC, in an amount of Six Hundred Ninety-Nine Thousand Five Hundred Eighty-Five Dollars and Twenty-Five Cents (\$699,585.25), including the add alternate.

Walker Partners Preliminary engineer's opinion of probable cost was Five Hundred Forty-Three Thousand, Seven Hundred Twenty-Five Dollars and Ninety-Four Cents (\$543,725.94).

This year we invited contractors that have submitted proposals last year, however, most of them declined to submit. The reason for not as many proposals submitted could have been because of booming in construction and staffing issues affecting contractor's capability to perform the construction's demand.

The Notice to Proceed is anticipated to be issued in August 2022 and construction should be completed within 90 calendar days. The substantial completion of the construction is anticipated in November 2022.

FISCAL IMPACT:

FY22 Annual Budget –

- Fund Balance: \$655,000
- Fairview Cemetery Funds

RECOMMENDATION:

Consider action to approve Resolution No. R-2022-63 of the City Council of the City of Bastrop, Texas, awarding a contract with Brannan Paving Co., LTD for the Street Maintenance Project to an amount of Six Hundred Three Thousand Seven Hundred Ninety-Eight Dollars and Sixty-Five Cents (\$603,798.65); authorizing the City Manager to execute all necessary documents; providing for a repealing clause; and establishing an effective date.

ATTACHMENTS:

- Exhibit A: Recommendation to Award from Walker Partners
- Exhibit B: Resolution No. R-2022-63
- Exhibit C: Limits of work map

RESOLUTION NO. R-2022-63

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS
AWARDING A CONTRACT FOR THE STREET MAINTENANCE PROJECT TO
BRANNAN PAVING CO., LTD IN THE AMOUNT OF SIX HUNDRED THREE
THOUSAND SEVEN HUNDRED NINETY-EIGHT DOLLARS AND SIXTY-FIVE
CENTS (\$603,798.65); AUTHORIZING THE CITY MANAGER TO EXECUTE
ALL NECESSARY DOCUMENTS; PROVIDING FOR A REPEALING CLAUSE;
AND ESTABLISHING AN EFFECTIVE DATE.**

WHEREAS, the City of Bastrop City Council understands the importance of public safety provided by performing construction management infrastructure improvements; and

WHEREAS, the City of Bastrop City Council understands providing maintenance on current City Infrastructure should be cost effective; and

WHEREAS, the City of Bastrop understands the importance of focusing on infrastructure improvements in the area of street maintenance; and

WHEREAS, the City of Bastrop has chosen Walker Partners from a list of qualified consulting firms identified by the City of Bastrop City Council; and

WHEREAS, Walker Partners has conducted a Request for Proposals for the City of Street Maintenance project; and

WHEREAS, On Tuesday, July 6, 2022, two proposals were received for the City of Bastrop Year 4 of the Street Maintenance Project.

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 has found Walker Partners to be a subject matter expert in the fields of water/wastewater, streets/drainage, and land survey and accepts Walker Partner's recommendation that Council allow the City Manager and Staff to enter into a contract with the highest-ranking offeror for the Street Maintenance Project.

Section 2. The City Manager is hereby authorized to execute a contract with the highest-ranking offeror in an amount not to exceed \$603,798.65, as well as all other necessary documents.

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 26th day of July, 2022.

APPROVED:

Connie B. Schroeder, Mayor

ATTEST:

Ann Franklin, City Secretary

APPROVED AS TO FORM:

Alan Bojorquez, City Attorney

2700 Earl Rudder Frwy, Suite 1600
College Station, Texas 77845

July 11, 2022

City of Bastrop
1311 Chestnut Street
Bastrop, TX 78602

Attn: Ms. Fabiola DeCarvalho, Director of Engineering and Capital Projects
Mr. Curtis Hancock, Director of Public Works

Re: City of Bastrop Streets, Pavement and Preventative Maintenance
City of Bastrop Proposal No.: PW-2022-4
Walker Partners Project No.: 4-01126.02

Dear Ms. DeCarvalho:

On July 6, 2022, two proposals were received for the City of Bastrop Streets, Pavement and Preventative Maintenance Project. The proposals were ranked on the following selection criteria and weighting as provided in the Instructions to Offerors:

1. Proposed Price (50%)
2. Experience and Past Performance of Offeror with Similar Projects (20%)
3. Experience/Qualification of Key Personnel (15%)
4. Ability to Meet Budget and Time for Construction (10%)
5. Other Factors (5%)

The highest ranked proposal representing the best value to the City was received from Brannan Paving Co., LTD. Their proposed price was also the lowest base bid received at \$540,475.65 (which includes \$50,000 of Contingency Cost) and a total 85 criteria points of a possible 100. An additive alternative was also included in the proposal and the total of the base bid plus the additive alternative was \$603,798.65.

Walker Partners recommends that Council moves to select Brannan Paving Co., LTD as the offeror that has submitted the proposal providing the best value for the City and that the Council further directs the City Manager to negotiate a contract with the selected offeror and discuss options for scope and/or time modification and any price changes associated with those modifications not to exceed an amount of \$603,798.65.

Please contact me if you have any questions or require additional information.

Sincerely,

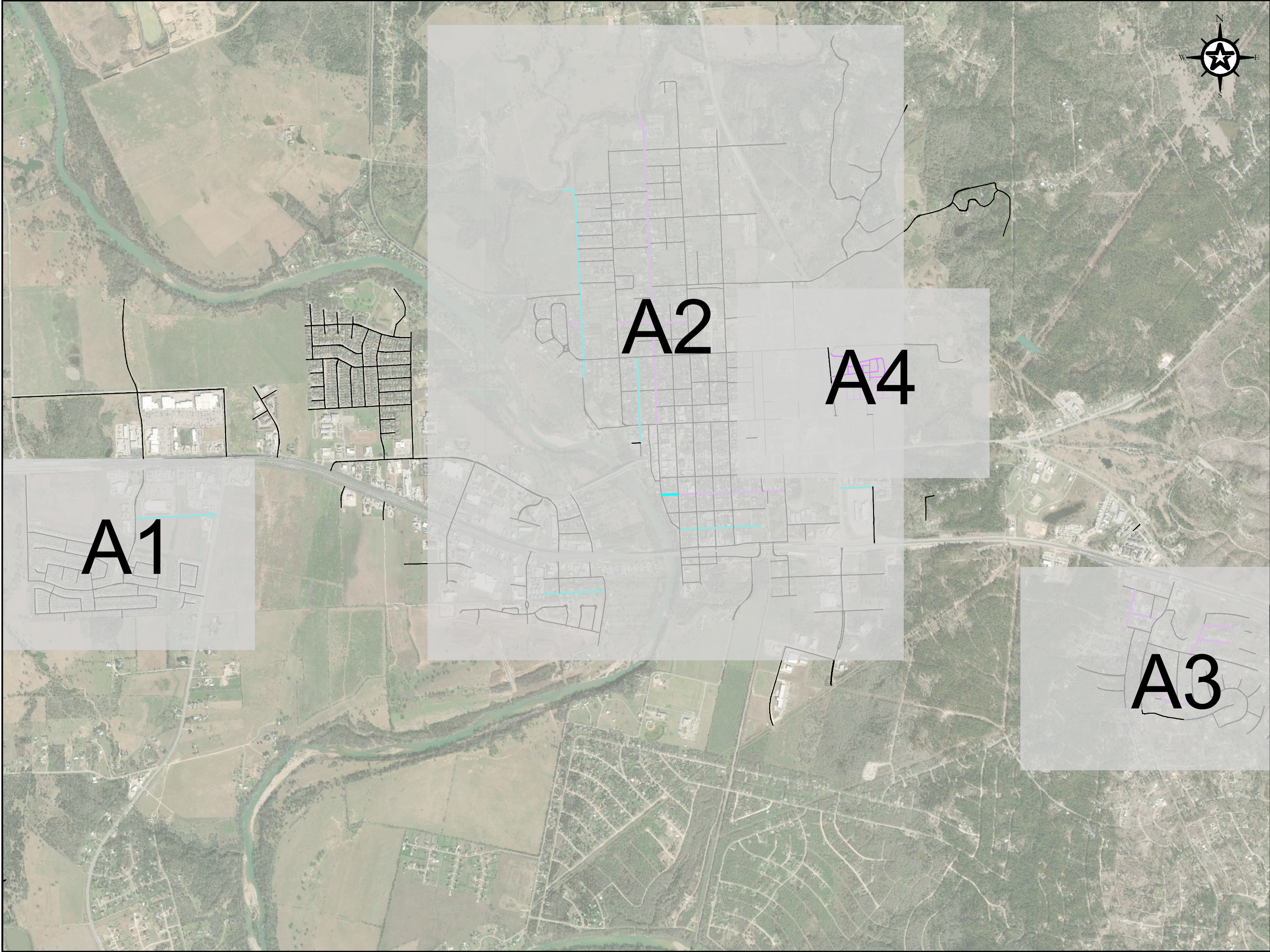


R. Alan Munger, P.E.
Manager

RAM:ram

Attachment

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LEGEN

Item 11C.

- SEAL COAT (TxDOT 316)
(GRADE 4) (PL)
- SEAL COAT (TxDOT 316)
(GRADE 5) (PL)

REV.	DESCRIPTION	DATE



Walker Partners
engineers ★ surveyors
T.B.P.E. Registration No. 8093

CITY OF BASTROP

2022 MAINTENANCE
PROGRAM

PREVENTATIVE MAINTENANCE
OVERVIEW

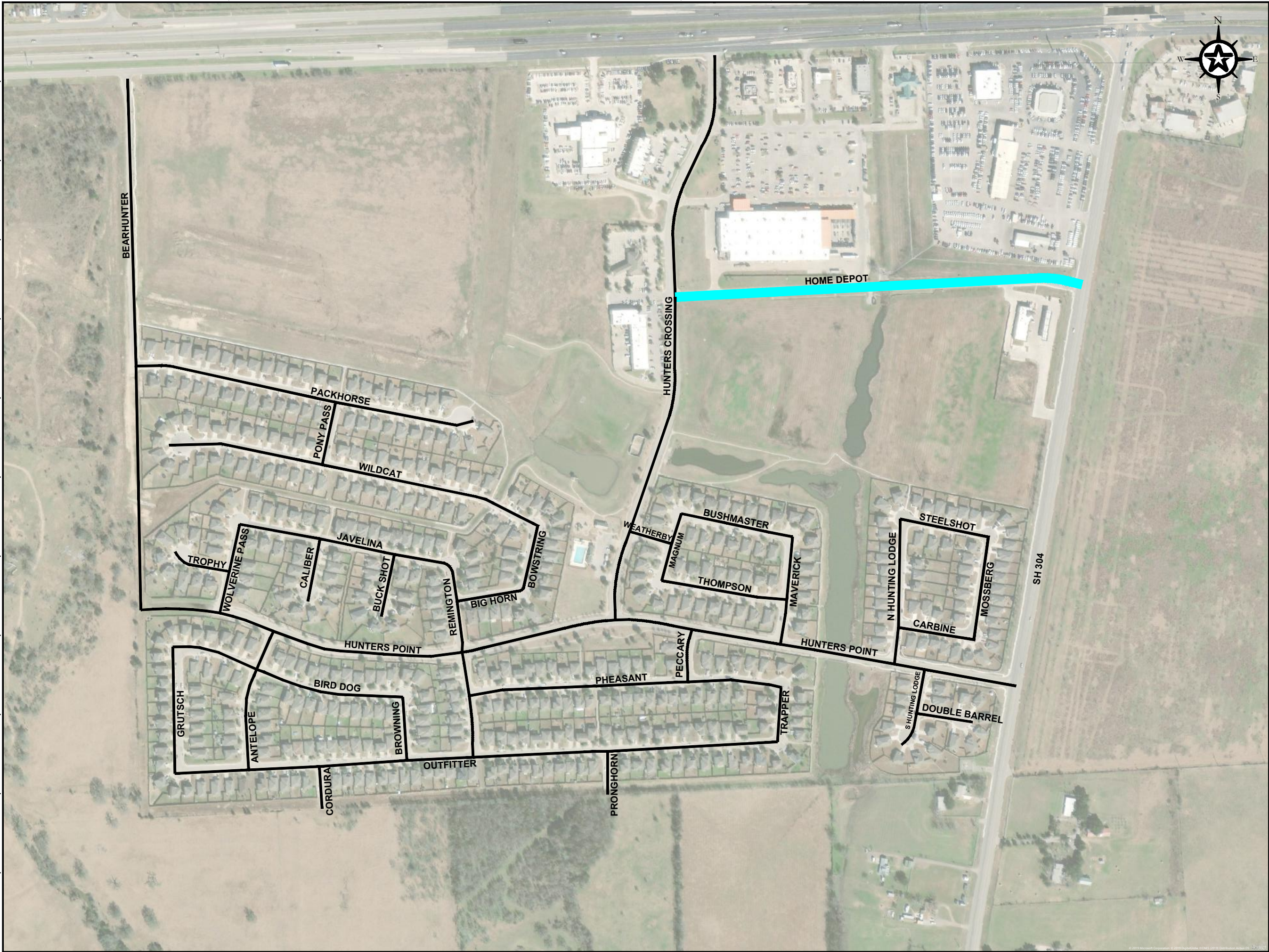
05/10/22
DATE

R. Alan Munger, PE
R. ALAN MUNGER



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DRAWING NO.	4-01126-02
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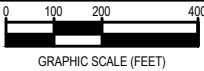
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LEGEND

Item 11C.

SEAL COAT (TRDOT 310)
(GRADE 4) (PL)



REV.	DESCRIPTION	DATE



CITY OF BASTROP

2022 MAINTENANCE
PROGRAM

PREVENTATIVE MAINTENANCE
MAP

05/10/22
DATE

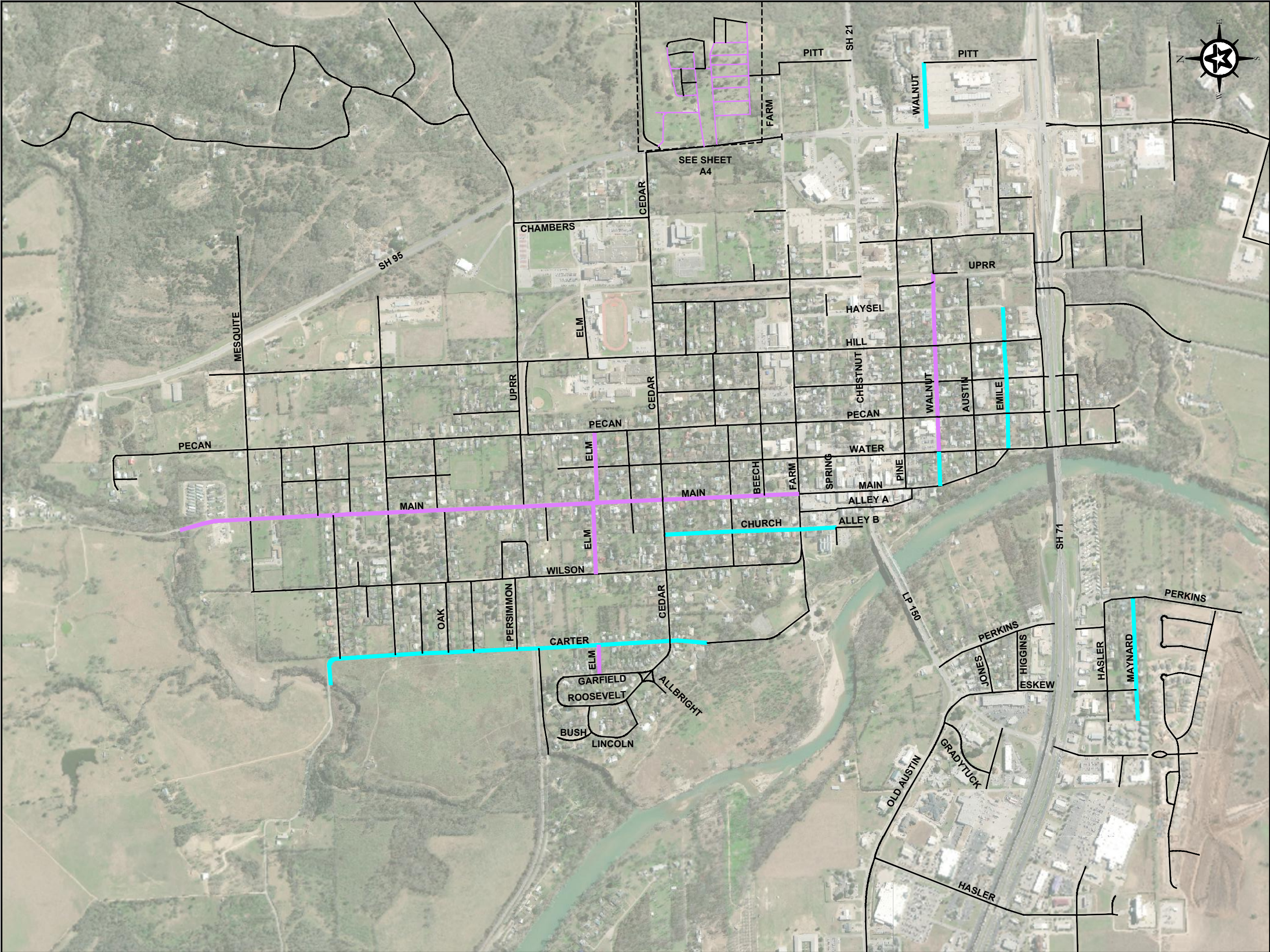
R. Alan Munger, PE
R. ALAN MUNGER



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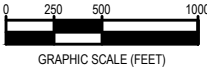
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LEGEND

Item 11C.

- SEAL COAT (TxDOT 316)
(GRADE 4) (PL)
- SEAL COAT (TxDOT 316)
(GRADE 5) (PL)



REV.	DESCRIPTION	DATE
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CITY OF BASTROP

2022 MAINTENANCE PROGRAM

PREVENTATIVE MAINTENANCE MAP

05/10/22
DATE

R. Alan Munger, PE
R. ALAN MUNGER

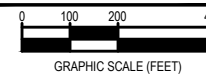


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PROJECT NO.	4-01126-02
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63

Item 11C.

SEAL COAT (TRDOT 316)
(GRADE 5) (PL)



Walker Partners
engineers ★ surveyors
T.B.P.E. Registration No. 8053

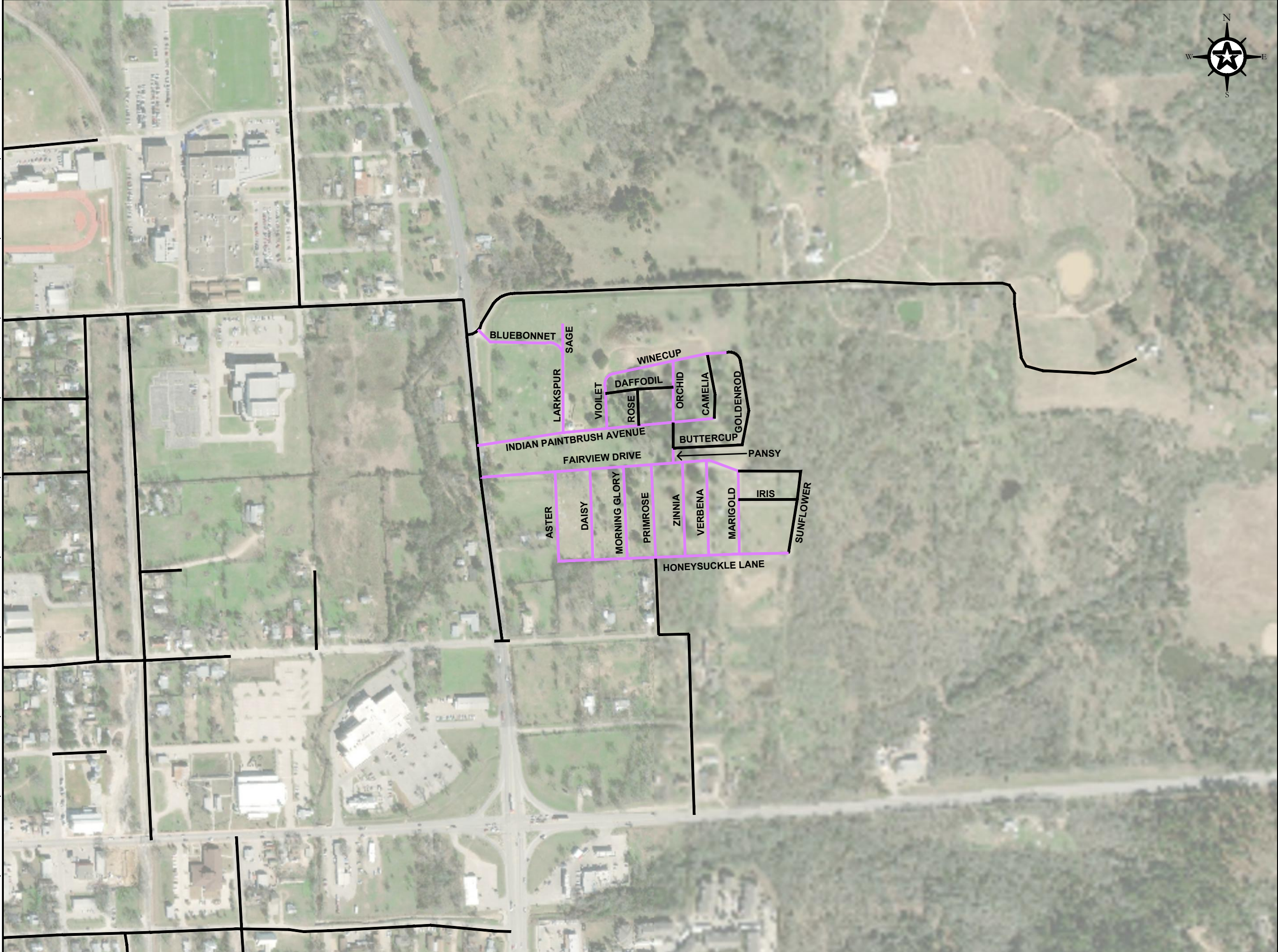
PREVENTATIVE MAINTENANCE MAP

05/10/22 R. Alan Minger, PE
DATE R. ALAN MINGER



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PROJECT NO.	4-01196-00
DRAWING NO.	64

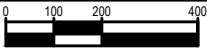
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LEGEND

Item 11C.

SEAL COAT (TxDOT 316)
(GRADE 5) (PL)



GRAPHIC SCALE (FEET)

REV.	DESCRIPTION	DATE
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CITY OF BASTROP

2022 MAINTENANCE PROGRAM

PREVENTATIVE MAINTENANCE MAP - ADD ALTERNATE

05/10/22
DATE
R. ALAN MUNGER, PE



DESIGNED	RAM
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CHECKED	RAM
PROJECT NO.	4-01126-02
DRAWING NO.	A4 65



STAFF REPORT

MEETING DATE: July 26, 2022

TITLE:

Consider action to approve Resolution No. R-2022-64 of the City Council of the City of Bastrop, approving the Certification of Additional Sales and Use Tax to Pay Debt Services; providing for a repealing clause; and providing for an effective date.

AGENDA ITEM SUBMITTED BY:

Submitted by: Tracy Waldron, Chief Financial Officer

BACKGROUND/HISTORY:

The Texas Property Tax Code section 26.05(e-1) states that this Texas Comptroller form 50-882 be submitted to the governing body of the taxing unit. This form certifies that the amount of additional sales and use tax revenue collected to pay debt service has been deducted when calculating the property tax debt rate. The City of Bastrop has not adopted this additional sales and use tax so this amount is zero (\$0) in the calculation.

RECOMMENDATION:

Tracy Waldron, Chief Financial officer recommends approval of Resolution No. R-2022-64 of the City Council of the City of Bastrop, approving the Certification of Additional Sales and Use Tax to Pay Debt Services; providing for a repealing clause; and providing for an effective date.

ATTACHMENTS:

- Resolution R-2022-64

RESOLUTION NO. R-2022-64

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS APPROVING THE CERTIFICATION OF ADDITIONAL SALES AND USE TAX TO PAY DEBT SERVICES; ATTACHED AS EXHIBIT A; PROVIDING FOR A REPEALING CLAUSE AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City of Bastrop is governed by the Texas Tax Code; and

WHEREAS, the Texas Tax Code Section 26.05(e-1) requires the Financial Officer of a taxing unit to complete the Texas Comptroller's form 50-882 and submit to the governing body.

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

SECTION 1. That the City Council receive the completed Certification of Additional Sales and Use Tax to Pay Debt Services.

SECTION 2. That the City Council of the City of Bastrop recognizes the Chief Financial Officer to be the expert in this matter.

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. That this resolution shall take effect immediately from and after its passage, and it is duly resolved.

DULY RESOLVED AND APPROVED by the City Council of the City of Bastrop this 26th day of July 2022.

CITY OF BASTROP, TEXAS

Connie B. Schroeder, Mayor

ATTEST:

Ann Franklin, City Secretary

APPROVED AS TO FORM:

Alan Bojorquez, City Attorney

Certification of Additional Sales and Use Tax to Pay Debt Services

THE STATE OF TEXAS,

County of _____

Chief Financial Officer or Auditor: _____

For the taxing unit: _____

Hereby certifies that the amount of additional sales and use tax revenue collected to pay debt service has been deducted from the total amount described by Tax Code Section 26.05(e-1), 26.04(e)(3)(C) and 26.05(a)(1).

This certification is submitted to the governing body of _____ on _____.

Signature of Financial Officer or Auditor



STAFF REPORT

MEETING DATE: July 26, 2022

TITLE:

Consider action to approve the second reading of Ordinance No. 2022-18 of the City of Bastrop, Texas updating and amending Bastrop Code of Ordinances, Chapter 13, Article 13.12, entitled “Impact Fees”, updating the land use assumptions, capital improvement plan and amending impact fees for water and wastewater utilities, and providing for an effective date.

AGENDA ITEM SUBMITTED BY:

Tracy Waldron, Chief Financial Officer

BACKGROUND/HISTORY:

The last Impact Fee study was adopted on August 11, 2020. Due to the nature of the capital projections in the Water and Wastewater utility, an annual review of the impact fees is necessary with an update considered, to make sure that we are passing on to the developers their share of the capacity in these new facilities. The major change from the 2020 report to this updated report is the estimate of probable cost for the water treatment plant that will be built at the XS Ranch location and additional water projects that came out of the Water Master Plan completed in May 2022. After contracting with Freese & Nichols to design a water plant, the costs have increased significantly from the original estimate received in 2018. These increases relate to additional wells, transmission lines, and inflation.

City staff will continue to update the impact fees annual until the cost of these large projects are solidified and under contract.

As required by Chapter 395 of the Local Government Code, the Impact Fee Study was presented to the Impact Fee Advisory Committee at a meeting held May 26, 2022. This board voted unanimously to recommend approval of the amended Impact Fees as presented.

Texas Local Government Code chapter 395.052 requires a political subdivision imposing an impact fee to update the land use assumptions and capital improvements plan at least every five years. The initial five-year period begins on the day the capital improvements plan is adopted.

RECOMMENDATION:

Tracy Waldron, CFO recommends approval of the second reading of Ordinance No. 2022-18 of the City of Bastrop, Texas updating and amending Bastrop Code of Ordinances, Chapter 13, Article 13.12, entitled “Impact Fees”, updating the land use assumptions, capital improvement plan and amending impact fees for water and wastewater utilities, and providing for an effective date.

ATTACHMENTS:

- Ordinance 2022-18 (Including Exhibit A-E)
- Minutes from Impact Fee Advisory Board May 26, 2022, meeting

ORDINANCE NO. 2022-18

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS UPDATING AND AMENDING THE BASTROP CODE OF ORDINANCES, CHAPTER 13, ARTICLE 13.12, ENTITLED "IMPACT FEES", UPDATING THE LAND USE ASSUMPTIONS, CAPITAL IMPROVEMENT PLAN AND AMENDING IMPACT FEES FOR WATER AND WASTEWATER UTILITIES, AS ATTACHED IN EXHIBITS A-E, AND PROVIDING FOR FINDINGS OF FACT, ENACTMENT, ENFORCEMENT, A REPEALER, AND SEVERABILITY; ESTABLISHING AN EFFECTIVE DATE; AND PROPER NOTICE AND MEETING.

WHEREAS, new residential and nonresidential development causes and imposes increased demands upon Bastrop public facilities and services, including water and wastewater facilities, that would not otherwise occur; and

WHEREAS, planning projections indicate that such development will continue and will place ever-increasing demands on the City to provide necessary public facilities; and

WHEREAS, the development potential and value of properties is strongly influenced and encouraged by City policy as expressed in the City's 2036 Comprehensive Plan and as implemented via the City zoning ordinance and map; and

WHEREAS, to the extent that such new development places demand upon the public facility infrastructure, those demands should be satisfied by more equitably assigning responsibility for financing the provision of such facilities from the public at large to the developments actually creating the demands for them; and

WHEREAS, the amount of the impact fee to be imposed shall be determined by the cost of the additional public facilities needed to support such development, which public facilities shall be identified in a capital improvements program; and

WHEREAS, the City Council, after careful consideration of the matter, hereby finds and declares that impact fees imposed upon residential and nonresidential development to finance specified major public facilities, the demand for which is created by such development, is in the best interests of the general welfare of the City and its residents, is equitable, and does not impose an unfair burden on such development;

WHEREAS, in 1987 the Texas Legislature adopted Senate Bill 336, now Chapter 395 of the Texas Local Government Code, and subsequently amended said Chapter from time to time; and

WHEREAS, the City Council finds that in all things the City has complied with said statute in the notice, adoption, promulgation and methodology necessary to adopt Impact Fees;

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

SECTION 1. FINDINGS OF FACT

The foregoing recitals are incorporated into this Ordinance by reference as findings of fact as if

expressly set forth herein.

SECTION 2. ENACTMENT

Article 13.12, "Impact Fees", of Chapter 13, "Utilities," of the Code of Ordinances of the City of Bastrop are amended to read as described and attached hereto as Exhibit "A."

SECTION 3. REPEALER

In the case of any conflict between other provisions of this Ordinance and any existing Ordinance of the City, the provisions of this Ordinance will control.

SECTION 4. SEVERABILITY

If any provision of this Ordinance or the application thereof to any person or circumstance is held invalid, that invalidity or the unenforceability will not affect any other provisions or applications of this Ordinance that can be given effect without the invalid provision.

SECTION 5. ENFORCEMENT

The City shall have the power to administer and enforce the provisions of this ordinance as may be required by governing law. Any person violating any provision of this ordinance is subject to suit for injunctive relief as well as prosecution for criminal violations, and such violation is hereby declared to be a nuisance.

Nothing in this ordinance shall be construed as a waiver of the City's right to bring a civil action to enforce the provisions of this ordinance and to seek remedies as allowed by law and/or equity.

SECTION 6. EFFECTIVE DATE

This Ordinance shall be effective immediately upon passage and publication.

SECTION 7. OPEN MEETINGS

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.

READ & ACKNOWLEDGED on First Reading on the 12th day of July 2022.

READ & APPROVED on the Second Reading on the 26th day of July 2022.

APPROVED:

by

Connie B. Schroeder, Mayor

ATTEST:

Ann Franklin, City Secretary

APPROVED AS TO FORM:

Alan Bojorquez, City Attorney

Exhibit A
City of Bastrop Code of Ordinances
Chapter 13 – UTILITIES
Article 13.12 – Impact Fees

DIVISION 1. - GENERALLY

Sec. 13.12.001 - Short Title.

No changes.

Sec. 13.12.002 - Intent.

No changes.

Sec. 13.12.003 - Authority.

No changes.

Sec. 13.12.004 - Definitions.

No changes.

Sec. 13.12.005 - Applicability.

No changes.

Sec. 13.12.006 - Impact Fees as Conditions of Development Approval.

No changes.

Sec. 13.12.007 - Establishment of Water and Wastewater Service Areas.

No changes.

Sec. 13.12.008 - Land Use Assumptions.

Land use assumptions used in the development of the impact fees are contained in Exhibit B to Ordinance -2022-18. These assumptions may be revised by the City Council according to the procedure set forth in V.T.C.A. Local Government Code, Chapter 395 and its successors.

Sec. 13.12.009 - Service Units.

No changes.

Sec. 13.12.010 - Impact Fees Per Service Unit.

(a) The maximum impact fee per service unit for each service area shall be computed by dividing the growth-related capital construction cost of service in the service area identified in the capital improvements plan for that category of capital improvements, by the total number of projected service units anticipated within the service area which are necessitated by and attributable to new development, based on the land use assumptions for that service area, and adjusted by subtracting credits in the form of future rate or tax contributions to water and/or wastewater CIP funding and adding any additional amount as may be yielded in the inflation-escalator portion of the fee assessment formula set forth in Sec. 13.12.011. Maximum impact fees per service unit for each service area shall be established by category of capital improvements and shall be set forth in Exhibit C to Ordinance 2022-18.

(b) Exhibit C to Ordinance 2022-18 may be amended by the City Council according to the procedure set forth in Chapter 395 of the Texas Local Government Code and its successors.

(c) The effective impact fees per service unit may be amended from time to time by the City Council through ordinance amendment to any amount less than that set forth in Exhibit C to Ordinance 2022-18.

Sec. 13.12.011 - Assessment.

(a) *No changes.*

(b) Assessment of the impact fee for any new development shall be made as follows:

(1) *No changes.*

(2) For new development, which has received final plat approval prior to the effective date of this article and for which no re-platting is necessary prior to the issuance of a building permit, assessment shall be upon the issuance of a building permit, and shall be the value of the effective impact fee per service unit set forth in Exhibit C to Ordinance 2022-18.

(3) For new development, which occurs or is proposed to occur without platting, assessment shall be upon the issuance of a building permit and shall be the value of the effective impact fee per service unit set forth in Exhibit C to Ordinance 2022-18.

(4) *No changes.*

(5) *No changes.*

(c) *No changes.*

(d) *No changes.*

Sec. 13.12.012 - Calculation of Impact Fees.

No changes

Sec. 13.12.013 - Collection of Impact Fees.

No changes.

Sec. 13.12.014 - Offsets Against Impact Fees.

No changes.

Sec. 13.12.015 - Establishment of Accounts and Records.

No changes.

Sec. 13.12.016 - Use of Proceeds of Impact Fee Accounts.

No changes.

Sec. 13.12.017 – Appeals.

No changes.

Sec. 13.12.018 – Refunds.

No changes.

Sec. 13.12.019 - Updates to Plan and Revision of Fees.

No changes.

Sec. 13.12.020 - Functions of Advisory Committee.

No Changes.

Sec. 13.12.021 - Agreement for Capital Improvements.

No changes.

Sec. 13.12.022 - Use of Other Financing Mechanisms.

No changes.

Sec. 13.12.023 - Impact Fees as Additional and Supplemental Regulation.

No changes.

Sec. 13.12.024 - Relief Procedures.

No changes.

Sec. 13.12.025 - Exemptions.

No changes.

Sec. 13.12.026 - Certification of Compliance Required.

No changes.

Secs. 13.12.027 – 13.12.060 Reserved.**DIVISION 2. – WATER FACILITIES****Sec. 13.12.061 - Service Area.**

No changes.

Sec. 13.12.062 - Improvements Plan.

(a) The Water Improvements Plan for the City is hereby adopted as Exhibit D to Ordinance 2022-18 and incorporated by reference herein.

(b) *No changes.*

Sec. 13.12.063 - Impact Fees.

(a) The maximum impact fee values per service unit for water facilities are hereby adopted and incorporated in Exhibit C to Ordinance 2022-18 and made a part hereof by reference.

(b) *No changes.*

Secs. 13.12.064-13.12.090 – Reserved.

DIVISION 3. - WASTEWATER FACILITIES

Sec. 13.12.091 - Service Area.

No changes.

Sec. 13.12.092 - Improvements Plan.

(a) The Wastewater Improvements Plan for the City is hereby adopted as Exhibit E to Ordinance 2022-18 hereto and incorporated by reference herein.

(b) *No changes.*

Sec. 13.12.093 - Impact Fees.

(a) The maximum impact fee values per service unit for wastewater facilities are hereby adopted and incorporated in Exhibit C to Ordinance 2022-18 and made a part hereof by reference.

(b) *No changes.*

Agenda – May 26, 2022 at 6:00 P.M.

1. CALL TO ORDER

Debbie Moore called the meeting to order at 6:00 pm.

The Committee convened into recess at 6:02 pm due to a quorum not being present at that time.

The Committee resumed the meeting at 6:22 pm due to their being a vacancy on the Planning and Zoning Commission constituting the members present as a quorum.

Debbie Moore	Present
Cynthia Meyer	Present
Greg Sherry	Absent
Ishmael Harris	Absent
Pablo Serna	Absent
Carrie Caylor	Absent
Scott Long	Present
Judah Ross	Present
Dawn Kana	Present

2. CITIZEN COMMENTS

There were no citizens comments.

3. ITEMS FOR INDIVIDUAL CONSIDERATION

- 3A. Discussion and consider action to submit comments to City Council on the update and amendment to the Bastrop Code of Ordinances, Chapter 13, Article 13.12, entitled "Impact Fees", updating the land use assumptions, capital improvement plan and amending impact fees for water and wastewater utilities, and move to include on the June 14, 2022 City Council Agenda.

Chris Ekrut, a consultant from Newgen Strategies and Solutions on behalf of the City of Bastrop, presented to the Commission a presentation over the proposed what an Impact Fee is, Chapter 395 of the Texas Local Government Code, the factors that are considered when calculating the proposed Impact Fees for water and wastewater, upcoming water impact fee Capital Improvement Projects, rate recommendation, and the regional comparison of Impact Fees.

The Committee asked if the City charges a capacity study fee? No, the City does not charge a feasibility fee.

The Committee asked how the 4% growth rate was being calculated because those assumptions seemed very conservative. The Consultant stated they went with the 4% growth rate for the fee because that what's verifiable based on the available data the City currently has.

The Committee asked what is driving the increase in cost. The Consultant stated inflation, construction costs, along with the supply chain issues are all factors contributing to the increase in costs.

Cynthia Meyer made a motion to recommend approval to City Council on the update and amendment to the Bastrop Code of Ordinances, Chapter 13, Article 13.12, entitled "Impact Fees", updating the land use assumptions, capital improvement plan and amending impact fees for water and wastewater utilities. Scott Long seconded the motion and the motion carried unanimously.

4. ADJOURNMENT

Cynthia Meyer made a motion to adjourn at 6:43 pm. Judah Ross seconded the motion and the motion carried unanimously.

Exhibit B
Future Land Use Assumptions

Future Land Use Assumptions (Acres Developed)

Land Use (Acres)	<u>2022</u>	<u>2032</u>	<u>Build Out</u>
Single Family Residential	2,129	2,678	3,616
Retail / Office	120	152	211
Commercial	1,481	1,825	2,274
Industrial	218	287	459
Parks and Open Space and Agriculture	748	748	748
Total Developed Acreage	4,697	5,690	7,308

Future Land Use Assumptions (Service Unit Equivalents and Population)

	<u>2022</u>	<u>2032</u>	<u>2055</u>
Population	12,299	14,359	17,700
Water Service Population	9,860	14,596	35,975
Sewer Service Population	9,671	14,315	35,283
Water SUEs	6,455	11,142	27,461
Sewer SUEs	6,455	10,208	25,159

Exhibit C
Maximum and Effective Impact Fee

Meter Type	Meter Size	Multiplier	Maximum Impact Fee				Effective Impact Fee			
			<u>Water - Production</u>	<u>Water - Distribution</u>	<u>Sewer</u>	<u>All</u>	<u>Water - Production</u>	<u>Water - Distribution</u>	<u>Sewer</u>	<u>All</u>
Simple	5/8" x 3/4"	1.0	\$ 1,347.00	\$ 6,835.00	\$ 5,089.00	\$ 13,271.00	\$ 1,347.00	\$ 6,835.00	\$ 5,089.00	\$ 13,271.00
Simple	3/4"	1.0	1,347.00	6,835.00	5,089.00	13,271.00	1,347.00	6,835.00	5,089.00	13,271.00
Simple	1"	2.5	3,367.50	17,087.50	12,722.50	33,177.50	3,367.50	17,087.50	12,722.50	33,177.50
Simple	1 1/2"	5.0	6,735.00	34,175.00	25,445.00	66,355.00	6,735.00	34,175.00	25,445.00	66,355.00
Simple	2"	8.0	10,776.00	54,680.00	40,712.00	106,168.00	10,776.00	54,680.00	40,712.00	106,168.00
Compound	2"	8.0	10,776.00	54,680.00	40,712.00	106,168.00	10,776.00	54,680.00	40,712.00	106,168.00
Turbine	2"	10.0	13,470.00	68,350.00	50,890.00	132,710.00	13,470.00	68,350.00	50,890.00	132,710.00
Compound	3"	16.0	21,552.00	109,360.00	81,424.00	212,336.00	21,552.00	109,360.00	81,424.00	212,336.00
Turbine	3"	24.0	32,328.00	164,040.00	122,136.00	318,504.00	32,328.00	164,040.00	122,136.00	318,504.00
Compound	4"	25.0	33,675.00	170,875.00	127,225.00	331,775.00	33,675.00	170,875.00	127,225.00	331,775.00
Turbine	4"	42.0	56,574.00	287,070.00	213,738.00	557,382.00	56,574.00	287,070.00	213,738.00	557,382.00
Compound	6"	50.0	67,350.00	341,750.00	254,450.00	663,550.00	67,350.00	341,750.00	254,450.00	663,550.00
Turbine	6"	92.0	123,924.00	628,820.00	468,188.00	1,220,932.00	123,924.00	628,820.00	468,188.00	1,220,932.00
Compound	8"	80.0	107,760.00	546,800.00	407,120.00	1,061,680.00	107,760.00	546,800.00	407,120.00	1,061,680.00
Turbine	8"	160.0	215,520.00	1,093,600.00	814,240.00	2,123,360.00	215,520.00	1,093,600.00	814,240.00	2,123,360.00
Compound	10"	115.0	154,905.00	786,025.00	585,235.00	1,526,165.00	154,905.00	786,025.00	585,235.00	1,526,165.00
Turbine	10"	250.0	336,750.00	1,708,750.00	1,272,250.00	3,317,750.00	336,750.00	1,708,750.00	1,272,250.00	3,317,750.00
Turbine	12"	330.0	444,510.00	2,255,550.00	1,679,370.00	4,379,430.00	444,510.00	2,255,550.00	1,679,370.00	4,379,430.00

Exhibit D
Water Capital Improvements Plan

Facility Type	Impact Fee Project Name	Total	Capacity	2022-2032	Recoverable
		Construction Cost		Demand	Cost
Water Supply	Willow Street Plant (Wells C-G)	\$ 781,865	3,319,200	14.20%	\$ 110,987
Water Supply	Bob Bryan Park Site Phase I (Wells H and I)	424,853	1,224,000	14.20%	60,309
Water Supply	Bob Bryan Park Side Phase 2	1,462,720	1,152,000	14.20%	207,635
Water Supply	Initial Water Supply XS Ranch	2,000,000	2,677,808	14.20%	283,903
Water Supply	Well J & Monitoring Well	1,449,450	2,160,000	14.20%	205,752
Water Supply	Add'l Wtr Supply (16" River Crossing Wtr Line)	1,000,000	1,058,400	14.20%	141,952
Water Supply	Water Plant (XS Ranch)	31,000,000	3,600,000	14.20%	4,400,499
Water Supply	XS Ranch groundwater well construction (3 add'l wells)	6,400,000	3,600,000	14.20%	908,490
Water Pumping	Willow High Service 1	9,962	720,000	25.47%	2,538
Water Pumping	Willow High Service 2	9,962	720,000	25.47%	2,538
Water Pumping	Willow High Service 3	9,962	720,000	25.47%	2,538
Water Pumping	Willow High Service 4	19,638	768,000	25.47%	5,002
Water Pumping	Willow High Service 5	19,638	768,000	25.47%	5,002
Water Pumping	Willow High Service 6	19,638	768,000	25.47%	5,002
Water Pumping	Bob Bryant High Service 1	74,815	1,344,000	25.47%	19,057
Water Pumping	Bob Bryant High Service 2	74,815	1,344,000	25.47%	19,057
Water Pumping	Bob Bryant Transfer Pump 1	20,000	384,000	25.47%	5,094
Water Pumping	Bob Bryant Transfer Pump 2	20,000	384,000	25.47%	5,094
Water Pumping	Loop 150 Tank Yard Pump 1	4,862	384,000	25.47%	1,238
Water Pumping	Loop 150 Tank Yard Pump 2	4,862	384,000	25.47%	1,238
Water Pumping	XS Ranch Groundwater Well Construction (4 pumps)	6,400,000	6,480,000	25.47%	1,630,210
Water Pumping	XS Ranch Transmission Pump Station	6,601,000	11,282	25.47%	1,681,409
Water Pumping	Willow WTP Zone 1 Pump Station	4,900,000	720,000	25.47%	1,248,130
Ground Storage	Bob Bryant (Tank 4)	263,080	285,000	13.00%	34,207
Ground Storage	GST Re-Use at WWTP	128,762	40,000	13.00%	16,742
Ground Storage	Tank 1 at Willow Street	350,000	500,000	13.00%	45,508
Ground Storage	Tank 2 at Willow Street	350,000	500,000	13.00%	45,508
Ground Storage	Hwy 20 (along with Elev Tank)	1,142,100	280,000	13.00%	148,500
Ground Storage	Tank 1 at Willow Street (replace concrete tank)	4,000,000	750,000	13.00%	520,094
Ground Storage	Tank 2 at Willow Street (replace steel tank)	4,000,000	750,000	13.00%	520,094
Ground Storage	XS Ranch GST part of the WTP	2,200,000	500,000	13.00%	286,052
Elevated Storage	Est at Loop 150	375,000	250,000	17.20%	64,505
Elevated Storage	Standpipe at Loop 150	700,000	1,000,000	17.20%	120,409
Elevated Storage	GST at Loop 150	140,000	225,000	17.20%	24,082
Elevated Storage	Elevated tower west at Hwy 20 (supply)	1,490,800	250,000	17.20%	256,437
Elevated Storage	1 MG Elevated Storage Tank (east of FM969)	9,500,000	1,000,000	17.20%	1,634,122
Transmission Lines	8-inch line on Old Austin Hwy	146,590	1,000	65.69%	96,296
Transmission Lines	12-inch line on Perkins/Higgins	96,491	1,000	65.69%	63,386
Transmission Lines	12-inch line on Eskew/Loop 150	48,904	1,000	65.69%	32,125
Transmission Lines	Hunters Crossing Blvd (16-inch)	100,160	1,200	65.69%	65,796
Transmission Lines	Downtown Feeder (8-inch)	148,500	450	65.69%	97,551
Transmission Lines	Willow/Wilson Connection (6-inch)	-	250	65.69%	-
Transmission Lines	Loop 150 Standpipe Feeder (10, 12 inch)	1,058,750	1,000	65.69%	695,502
Transmission Lines	SH 95 North (12-inch)	437,600	1,000	65.69%	287,463
Transmission Lines	Hoffman Road (8-inch)	77,000	450	65.69%	50,582
Transmission Lines	Loop 150 West Feeder (12-inch)	438,510	1,000	65.69%	288,061
Transmission Lines	Eskew St. (12-inch)	102,900	2,600	65.69%	67,596
Transmission Lines	Higgins St. (12-inch)	73,500	2,600	65.69%	48,283
Transmission Lines	SH 71 (North Line) (12-inch)	280,000	1,000	65.69%	183,934
Transmission Lines	SH 71 (South Line) (12-inch)	444,500	1,000	65.69%	291,996
Transmission Lines	Hasler Blvd (12-inch)	119,000	1,000	65.69%	78,172
Transmission Lines	Agnes Street (12-inch)	41,300	1,000	65.69%	27,130
Transmission Lines	Old Austin Hwy (8,12 inch)	647,700	1,000	65.69%	425,479
Transmission Lines	SH 71 (West Line) (12-inch)	13,050	1,000	65.69%	8,573
Transmission Lines	Hunters Point Drive (12, 16-inch)	57,750	1,200	65.69%	37,936
Transmission Lines	Elevated Tank Feeder (12, 16-inch)	852,500	1,200	65.69%	560,014
Transmission Lines	Hasler Shores Feeder (8 inch)	166,000	450	65.69%	109,047
Transmission Lines	SH 71 East / Buc-ee's (12-inch)	-	1,000	65.69%	-

Exhibit D
Water Capital Improvements Plan

Facility Type	Impact Fee Project Name	Total	Capacity	2022-2032	Recoverable
		Construction Cost		Demand	Cost
Transmission Lines	Ground Storage Tank Feeder (12-inch)	375,900	1,000	65.69%	246,932
Transmission Lines	Bob Bryant Feeder (12-inch)	66,750	1,000	65.69%	43,849
Transmission Lines	Blair Avenue (12-inch)	19,500	1,000	65.69%	12,810
Transmission Lines	16" watermain crossing under river	2,235,000	1,500	65.69%	1,468,190
Transmission Lines	Riverwood Waterline Improvements (Size Ir...)	1,000,000	250	65.69%	656,908
Transmission Lines	Water Main Ext. SH304 to WWTP 3	800,000	250	65.69%	525,527
Transmission Lines	Watermain Replacement Pine Street Size In...	250,000	100	65.69%	164,227
Transmission Lines	Water Main ext. Arena Dr. to Pitt	350,000	250	65.69%	229,918
Transmission Lines	24" line from XS Ranch Water Plant to Willow Plant	10,609,000	9,333	65.69%	6,969,139
Transmission Lines	20/16-inch Bob Bryant Transmission Lines (20/16-inch) (2500 LF of 20" WL, and 1100 of 16" WL)	2,400,000	4,873	65.69%	1,576,580
Distribution Lines	12-inch line (1800LF) Agnes St Extension	800,000	1,060	78.20%	625,625
Distribution Lines	20/16/12-inch Downtown WL (14,400LF). This WL replaces smaller lines. (100LF of 20", 3700 LF of 16", and 10,600 LF of 12")	6,300,000	5,150	78.20%	4,926,800
Distribution Lines	12/8-in WL on Chestnut (4100FL). This WL replaces existing 10/8-in (4100 FL of 12"WL, and 2400 LF of 8")	2,450,000	560	78.20%	1,915,978
Distribution Lines	12-in WL on Chambers (4000 LF). This WL replaces existing 10-in	1,700,000	552	78.20%	1,329,454
Distribution Lines	12-in WL on Driftwood Ln (5300 LF)	2,500,000	1,060	78.20%	1,955,079
Distribution Lines	12/8-in Lost Pines Ave (3100 LF of 12-in, and 900LF of 8-in)	1,300,000	1,547	78.20%	1,016,641
Distribution Lines	16-in Valverde WL (9700LF)- comes off 16" WL on SH 71 at FM20 EST and goes north crossing HWY 71 and then west through the Valverde sub-division	-	1,907	78.20%	-
Distribution Lines	16-in Valverde WL (6800LF) - comes off FM20 EST and goes south, then west through West Bastrop Village	-	1,907	78.20%	-
Distribution Lines	16-in Valverde WL (8700LF) - connects to the line proposed to go through West Bastrop Village, goes north, crossing HWY 71, connecting to 16" WL on SH 71, continue north and connecting to the proposed line crossing Valverde	-	1,907	78.20%	-
Distribution Lines	12-in Lovers Lane (14800LF) - to serve Colorado River Bend movie studio	-	1,907	78.20%	-
Distribution Lines	16/12-in SH 304 (8900LF) - to serve Colorado River Bend movie studio and allow other connections from other developments in surrounding areas, such as development west of SH304 across Cuccina Ranch (~785 LUEs)	-	2,967	78.20%	-
Distribution Lines	16/12-inch line and appurtenances (associated with the EST planned east of FM969) on Blakey Lane - (5100LF of 16" WL, and 2900 LF of 12" WL)	-	2,960	78.20%	-
Distribution Lines	12-in Movie Studio (7600LF) - to serve Colorado River Bend movie studio and allow other connections from other developments in surrounding areas	-	1,060	78.20%	-
Distribution Lines	12-in Mauna Loa Ln (10600FL)	4,100,000	1,060	78.20%	3,206,330
	Water Impact Fee Update	9,250		100%	9,250
Total		\$ 129,963,889	41,089,250		\$ 45,063,093

Exhibit E
Wastewater Capital Improvements Plan

<u>Facility Type</u>	<u>Impact Fee Project Name</u>	<u>Total Construction Cost</u>	<u>Capacity</u>	<u>2022-2032 Demand</u>	<u>Recoverable Cost</u>
WW Treatment	WWTP No. 1 & 2 Replaced headworks	\$ 451,274	1,400,000	17.38%	\$ 78,415
WW Treatment	2 MGD WWTP #3 Construction / Design	29,005,900	2,000,000	17.38%	5,040,142
WW Treatment	2 MGD WWTP #3 Phase II Construction / Design	40,700,000	2,000,000	17.38%	7,072,140
WW Pumping	Home Depot LS	70,000	115,200	24.72%	17,302
WW Pumping	Riverside Grove LS	69,500	662,400	24.72%	17,179
WW Pumping	Old Austin LS	52,000	180,000	24.72%	12,853
WW Pumping	Central LS	255,730	1,339,200	24.72%	63,210
WW Pumping	Hunters Crossing LS	100,000	751,680	24.72%	24,717
WW Pumping	River LS	100,000	648,000	24.72%	24,717
WW Pumping	North Pecan LS	66,500	475,200	24.72%	16,437
WW Pumping	Lincoln LS	50,000	48,960	24.72%	12,359
WW Pumping	Wilson LS 1	15,000	72,000	24.72%	3,708
WW Pumping	Wilson LS 2	15,000	72,000	24.72%	3,708
WW Pumping	Fisherman Park LS	225,930	329,000	24.72%	55,844
WW Pumping	Main Street LS	100,000	648,000	24.72%	24,717
WW Pumping	Mauna LOA SL	284,000	432,000	24.72%	70,197
WW Pumping	WWTP	50,000	1,080,000	24.72%	12,359
WW Pumping	Gills Branch LS	250,000	648,000	24.72%	61,794
WW Pumping	XS Ranch LS	5,000,000	345	24.72%	1,235,871
Major Collection Lines	MLK Street Gravity Main	146,590	3,192,000	92.28%	135,273
Major Collection Lines	Pecan Street Gravity Main	171,255	3,192,000	92.28%	158,034
Major Collection Lines	Central LS Force Main	143,956	1,762,000	92.28%	132,843
Major Collection Lines	North Pecan LS Force Main	5,775	282,000	92.28%	5,329
Major Collection Lines	Highway 71 Pipe Bursting Project (Expansion from 10" to 15")	659,000	1,117	92.28%	608,126
Major Collection Lines	Fayette St. Improvement (Expansion from 12" to 18")	230,837	1,502	92.28%	213,017
Major Collection Lines	Westside Collection System Gravity Sewer Improvements	8,150,866	23,564	92.28%	7,521,625
Major Collection Lines	Transfer Lift Station and Force Main	4,440,387	5,600	92.28%	4,097,592
Major Collection Lines	Sewer Line replacement (Main St. & Maple, Mesquite, Magnolia, Locust)	395,000	1,200	92.28%	364,506
Major Collection Lines	10-inch sewer line Agnes St Extension (1800LF)	500,000	860	92.28%	461,400
Major Collection Lines	24-inch sewer line from Hunter's Crossing to West Bastrop Village	539,569	4,940	92.28%	497,915
Major Collection Lines	XS Ranch 8-inch sewer force mains to be installed as part of the WTP - 22,000LF (t)	2,200,000	600	92.28%	2,030,162
	Wastewater Impact Fee Update	9,250		100.00%	9,250
	Total	\$ 94,453,319	21,369,368		\$ 30,082,740



May 26, 2022

CITY OF BASTROP, TEXAS WATER AND WASTEWATER IMPACT FEE UPDATE

NewGen
Strategies & Solutions

IMPACT FEES

What are they?

- Mechanism that allows municipalities the ability to recover infrastructure costs associated with future development
 - New construction or facility expansion to serve future development during the next ten (10) years
- Governed by Chapter 395 of the Texas Local Government Code
 - *“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”*

Texas Local Government Code §395.001

IMPACT FEES

What costs are
recoverable?

- 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)

IMPACT FEES

What costs are not
recoverable?

- Capital Improvement Projects NOT Identified in the Impact Fee CIP
- Operations and Maintenance Costs
- Improvements Associated with Existing Deficiencies
- Administrative and Operational Costs of the City
- Non-Impact Fee CIP Debt Service
- SB 883 – exempts school districts from impact fees unless board consents by entering into contractual agreement (effective May 25, 2007)

IMPACT FEES

How are they
calculated?

- Land Use and Population Projections
- Capital Improvements Plan (Master Plan)
 - Description of existing facilities and the costs to meet existing needs and deficiencies
 - Analysis of existing capacity and commitments
 - Description of capital improvements and associated costs attributable to new development based on the approved Land Use Assumptions
 - Projected new service units based on approved Land Use Assumptions
 - Develop 10-year Impact Fee CIP and costs

IMPACT FEES

How are they
calculated?
(continued)

- Financing Costs
- Revenue Credit Calculation or 50% Credit
 - Revenue Credit Calculation – a credit for the portion of ad valorem tax and/or utility service revenues generated by new service units during the program period (10-years) that is used for payment of projects included in the Impact Fee CIP
- Maximum Assessable Impact Fee

$$\text{Impact Fee} = \frac{\text{Cost of Impact Fee CIP} - \text{Credit}}{\text{New Service Units}}$$

IMPACT FEES

Key Assumptions

- Utilized a 4% Growth Factor
- Within next ten years:
 - 4,687 New Water Connections
 - 1,600 Aqua Customers
 - 3,753 New Wastewater Connections
- 76 Water CIP Projects were included
- 32 Wastewater CIP Projects were included

WATER IMPACT FEE CIP

Description	Total Project Amount	% for 2022-2032 Growth	Impact Fee Eligible
Water Supply	\$ 44,518,888	14.20%	\$ 6,319,526
Water Pumping	18,189,154	25.47%	4,633,147
Ground Storage	12,433,942	13.00%	1,616,705
Elevated Storage	12,205,800	17.20%	2,099,554
Transmission Lines	23,456,855	65.69%	15,409,000
Distribution Lines	19,150,000	78.20%	14,975,909
Impact Fee Study	9,250	100.00%	9,250
	\$ 129,963,889		\$45,063,092

WATER IMPACT FEE CALCULATIONS

Line	Description	Production	Distribution
1	Recoverable Cost for Impact Fee Planning Period	\$ 6,320,253	\$ 38,742,269
2	Add: Financing Costs	2,549,603	34,348,778
3	Less: Interest Earnings	(553,235)	(8,524,739)
4	Less: Existing Fund Balance	0	(486,004)
5	Recoverable Cost of Water Impact Fee and Financing Costs Less Balance	\$ 8,317,193	\$ 64,080,304
6	Divide: Additional Service Units Added During Planning Period	3,087	4,687
7	Maximum Assessable Fee	\$ 2,694	\$ 13,671
8	Fee with 50% Credit (Max Assessable Fee)	\$ 1,347	\$ 6,835
9	Current Water Impact Fee	\$ 0	\$ 4,109
10	Variance	\$ 1,347	\$ 2,726

Note: Production includes Water Supply projects and portion of Impact Fee Study cost.

WASTEWATER IMPACT FEE CIP

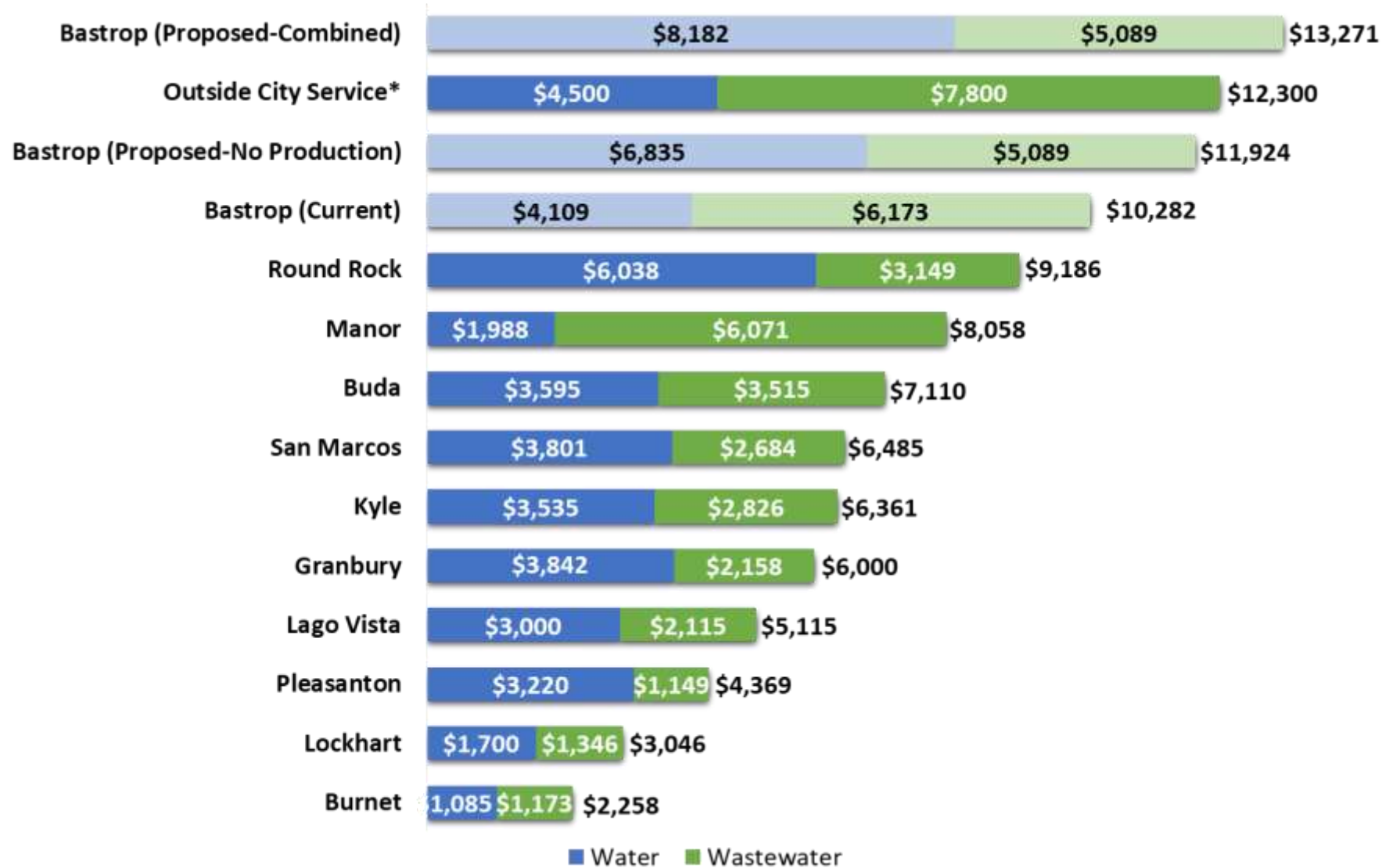
Description	Total Project Amount	% for 2022-2032 Growth	Impact Fee Eligible
Wastewater Treatment	\$ 70,157,174	17.38%	\$12,190,696
Wastewater Pumping	6,703,660	24.72%	1,656,972
Major Collection Lines	17,583,235	92.28%	16,225,822
Impact Fee Study	9,250	100.00%	9,250
Total	\$ 94,453,319		\$ 30,082,740

WASTEWATER IMPACT FEE CALCULATIONS

Line	Description	2022
1	Recoverable Cost for Impact Fee Planning Period	\$ 30,082,740
2	Add: Financing Costs	11,986,689
3	Less: Interest Earnings	(2,619,981)
4	Less: Existing Fund Balance	(1,245,624)
5	Recoverable Cost of Wastewater Impact Fee and Financing Costs Less Balance	\$ 38,203,823
6	Divide: Additional Service Units Added During Planning Period	3,753
7	Maximum Assessable Fee	\$ 10,179
8	Fee with 50% Credit (Max Assessable Fee)	\$ 5,089
9	Current Wastewater Impact Fee	\$ 6,173
10	Variance	(\$ 1,084)

RATE RECOMMENDATIONS

- Set the maximum impact fee per service unit equal to a 3/4-inch connection using the 50% credit method for both water and wastewater impact fees
 - Water Impact Fee - \$ 8,182 for a ¾" Meter
 - Production - \$ 1,347 for a ¾" Meter
 - Distribution - \$ 6,835 for a ¾" Meter
 - Wastewater Impact Fee - \$ 5,089 for a ¾" Meter
- Assess escalating fees by meter size based on capacity values from the AWWA Manual M1, Principles of Water Rates, Fees and Charges, 6th edition, 2012



REGIONAL COMPARISON

Impact Fees (3/4-inch meter)

*Outside City Service represents water meter fee from Aqua WSC and cost of septic installation.



QUESTIONS AND DISCUSSION

NEWGEN STRATEGIES AND SOLUTIONS
275 W. CAMPBELL ROAD, SUITE 440
RICHARDSON, TEXAS 75080

CHRIS EKRUT, DIRECTOR
972-232-2234
CEKRUT@NEWGENSTRATEGIES.NET



STAFF REPORT

MEETING DATE: July 26, 2022

TITLE:

Consider action to approve Resolution No. R-2022-66 appointing Trey Job as acting city manager; providing for a severability clause; and establishing an effective date.

AGENDA ITEM SUBMITTED BY:

Submitted by: Ann Franklin, City Secretary

ATTACHMENTS:

Resolution



RESOLUTION NO. 2022-66**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, APPOINTING TREY JOB AS ACTING CITY MANAGER; PROVIDING FOR A SEVERABILITY CLAUSE AND ESTABLISHING AN EFFECTIVE DATE.**

WHEREAS, The City of Bastrop, Texas ("City") Charter section 4.01 provides that the Council shall appoint a City Manager for an indefinite term, who shall be the chief administrative officer of the City; and

WHEREAS, the City Council is actively involved in efforts to recruit a city manager upon the retirement of current City Manager Paul Hofmann; and

WHEREAS, the City Council anticipates being in need of Acting City Manager services to bridge the gap between the cessation of Paul Hofmann's tenure and the commencement of the new city manager's term; and

WHEREAS, the City Council has expressed an interest in Assistant City Manager for Community Development Trey Job temporarily filling the role of Acting City Manager and Trey Job has stated his willingness to serve in a provisional, transitional capacity; and

WHEREAS, the City's Charter and Code of Ordinances provides that a qualified employee can be temporarily assigned to serve as Acting City Manager and perform the duties of said office; and

WHEREAS, the City Council finds that Trey Job is a qualified employee capable of temporarily serving in the capacity of Acting City Manager; and

WHEREAS, the City Council finds it necessary and proper for the good governance of the City to appoint Trey Job as Acting City Manager.

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

SECTION 1. FINDINGS

The City Council hereby deems the foregoing recitals above to be true and accurate findings that are incorporated into this Resolution for all purposes.

SECTION 2. APPOINTMENT OF ACTING CITY MANAGER

The City Council hereby appoints Trey Job as the Acting City Manager for the City of Bastrop, Texas. The appointment shall be in effect until the earliest of the following dates:

- (1) the first full date of employment for a new city manager;

- (2) the date Trey Job resigns from the interim position; or
- (3) the date the City Council removes Trey Job from the interim position.

SECTION 3. DUTIES OF ACTING CITY MANAGER

The Acting City Manager shall comply with state and federal law, all City policies, rules, regulations, ordinances, and Charter provisions as they exist or may thereafter be amended, and all lawful Council directives. This appointment is subject to the powers and duties as set forth in the City Charter and Code of Ordinances.

SECTION 4. COMPENSATION

The City Council hereby agrees to provide Trey Job with a ten percent (10%) pay increase while serving as Acting City Manager. The pay increase is set to expire when Trey Job is relieved of his duties as Acting City Manager.

SECTION 5. SEVERABILITY

If any provision of this Resolution or the application thereof to any person or circumstance is held invalid, that invalidity or the unenforceability will not affect any other provisions or applications of this Resolution that can be given effect without the invalid provision.

SECTION 6. EFFECTIVE DATE

This Resolution shall be effective immediately upon passage and be in full force and effect after its adoption.

SECTION 7. OPEN MEETINGS

It is hereby officially found and determined that the meeting at which this Resolution 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.

DULY RESOLVED AND APPROVED on this, the 26th day of July, 2022.

[Signatures on following page]

APPROVED:

Connie B. Schroeder, Mayor

ATTEST:

Ann Franklin, City Secretary

APPROVED AS TO FORM:

Alan Bojorquez, City Attorney



STAFF REPORT

MEETING DATE: July 26, 2022

TITLE:

Consider action to approve Resolution No. R-2022-65 of the City Council of the City of Bastrop, Texas confirming appointment by the Mayor of Trey Job to Place 1 of the Hunters Crossing Local Government Corporation, as required in Section 3.08 of the City's Charter, and establishing an effective date.

AGENDA ITEM SUBMITTED BY:

Submitted by: Ann Franklin, City Secretary

BACKGROUND/HISTORY:

Section 3.08, Mayor and Mayor Pro Tem, of the City Charter states that the Mayor shall appoint members to all City boards and commissions, subject to confirmation by the City Council.

FISCAL IMPACT:

N/A

RECOMMENDATION:

Recommend approval of Resolution No. R-2022-65 of the City Council of the City of Bastrop, Texas confirming appointment by the Mayor of Trey Job to Place 1 of the Hunters Crossing Local Government Corporation, as required in Section 3.08 of the City's Charter, and establishing an effective date.

ATTACHMENTS:

- Resolution

RESOLUTION NO. R-2022-65

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS,
CONFIRMING APPOINTMENT BY THE MAYOR OF TREY JOB TO PLACE 1
OF THE HUNTERS CROSSING LOCAL GOVERNMENT CORPORATION, AS
REQUIRED IN SECTION 3.08 OF THE CITY'S CHARTER; AND ESTABLISHING
AN EFFECTIVE DATE.**

WHEREAS, Section 3.08, Mayor and Mayor Pro Tem, of the City Charter states that the Mayor shall appoint members to all City boards and commissions, subject to confirmation by the City Council; and

WHEREAS, Mayor Connie Schroeder has appointed Trey Job to Place 1 of the Hunters Crossing Local Government Corporation; and

WHEREAS, City Council must confirm this appointment as required by the City Charter.

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

Section 1: That Mayor Connie Schroeder has appointed Trey Job to Place 1 of the Hunters Crossing Local Government Corporation.

Section 2: That the City Council of the City of Bastrop confirms Mayor Schroeder's appointment of Trey Job to Place 1 of the Hunters Crossing Local Government Corporation.

Section 3: That this Resolution shall take effect immediately upon its passage, and it is so resolved.

DULY RESOLVED AND ADOPTED by the City Council of the City of Bastrop this 26th day of July 2022.

APPROVED:

Connie B. Schroeder, Mayor

ATTEST:

Ann Franklin, City Secretary

APPROVED AS TO FORM:

Alan Bojorquez, City Attorney



STAFF REPORT

MEETING DATE: July 26, 2022

TITLE:

Hold a public hearing and consider action to approve the first reading of Ordinance No. 2022-19 approving a Zoning Concept Scheme for 2.395 acres of Farm Lot 62, changing the zoning for 2.395 acres out of Farm Lot 62 East of Main St., from P2 Rural to P4 Mix, located east of Pecan Street, within the city limits of Bastrop, Texas, as shown in Exhibit A, providing for findings of fact, adoption, repealer, severability and enforcement, proper notice and meeting; and establishing an effective date and move to include on the August 9, 2022 Consent Agenda.

STAFF REPRESENTATIVE:

Submitted by: Jennifer C. Bills, Director of Planning & Development

BACKGROUND:

The applicant has submitted an application for a Zoning Concept Scheme for 2.395 acres of Farm Lot 10 East of Main Street (Attachment 2). The development is proposed to be Place Type P4 – Mix zoning which allows the opportunity for either commercial or residential to occupy to the lot as long as they remain in a residential form and scale.

Staff recommends requiring a Neighborhood Regulating Plan be completed prior to any further development of these three tracts in the future. During this review process, the 10% Civic Space requirement will be required to be met on the site with public amenities. See the attached Background Memo for additional information.

PLANNING & ZONING COMMISSION RECOMMENDATION:

At their regular meeting on June 30, 2022, the P&Z recommended approval of the request by a vote of 7-0.

RECOMMENDATION:

Hold public hearing and consider action to approve the first reading of Ordinance No. 2022-19 approving a Zoning Concept Scheme for 2.395 acres of Farm Lot 62, changing the zoning for 2.395 acres out of Farm Lot 62 East of Main St., from P2 Rural to P4 Mix, located east of Pecan Street, within the city limits of Bastrop, Texas, as shown in Exhibit A, providing for findings of fact, adoption, repealer, severability and enforcement, proper notice and meeting; and establishing an effective date and move to include on the August 9, 2022 Consent Agenda.

ATTACHMENTS:

- Background Memo
- Ordinance 2022-19
- Exhibit A: Location Map
- Attachment 1: Zoning Concept Scheme
- Attachment 2: Applicant's Project Description Letter

- Attachment 3: Property Owner Notice
- Attachment 4: Proposed Zoning Map
- Attachment 5: Proposed Future Land Use Map



TO: Paul A. Hofmann, City Manager
 From: Jennifer C. Bills, Director of Planning & Development
 Date: July 19, 2022
 Subject: Council Item Description



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ITEM DETAILS:

Site Address: East of Pecan St (Exhibit A)
 Total Acreage: 2.395 acres
 Acreage Rezoned: 2.395 acres
 Legal Description: 2.395 acres out of Farm Lot 62 East of Main Street

Property Owner: Gene Brown

Existing Use: Vacant/Undeveloped
 Existing Zoning: P2 Rural
 Proposed Zoning: P4 Mix (Attachment 4)
 Character District: North End
 Future Land Use: Neighborhood Residential (Attachment 5)

BACKGROUND:

The applicant has submitted an application for a Zoning Concept Scheme for 2.395 acres of Farm Lot 62 East of Main Street (Attachment 2). The development is proposed to be Place Type P4 – Mix zoning which allows the opportunity for either commercial or residential to occupy the lot as long as they remain in a residential form and scale.

Place Type P4 – Mix is defined in the 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 consists of multimodal Streets, but are primarily Residential urban fabric.”

The Future Land Use Plan for Industry shows this area as Neighborhood Residential:

“The Neighborhood Residential character area is for single-family residential subdivision development, associated amenities such as parks, trails, open spaces, and public uses such as schools, fire stations, and more. Although individual developments may exhibit common features including home size, lot size, setbacks, impervious surface coverage, etc., the character area supports variations of these spatial and aesthetics characteristics, subject to appropriate transitions in form, scale, and density between blocks or adjacent developments. In some instances, transitions between developments and adjacent character areas may include higher density housing types or neighborhood oriented commercial uses of limited scale.”

While the FLUP calls for the area to be primarily single-family, the 2.395-acre tract is contiguous with property already zoned P4 Mix (which allows single and multi-family building types) and is located in close proximity to Mesquite Street which is a Primary Multimodal Street on the Master

Transportation Plan and to State Highway 95. With these considerations, the proposed P4 Mix and Zoning Concept Scheme will be in compliance with the intents of Future Land Use Plan. During the Zoning Concept Scheme review, the applicant requested to push many of the requirements from the ZCS to a later process, as the current owner does not plan to develop the property, his intention is to get all three tracts he owns under the same zoning designation.

Staff recommends requiring a Neighborhood Regulating Plan be completed prior to any further development of these three tracts in the future. During this review process, the 10% Civic Space requirement will be required to be met on the site with public amenities.

Drainage

A Zoning Concept Scheme must be accompanied by a Conceptual Drainage Plan to ensure that the proposed development is feasible. A Conceptual Drainage Plan has been reviewed and approved by the City Engineer. The Conceptual Drainage Plan shows that the three parcels owned by the property owner will be developed as on site, with the detention area at the southern boundary of the property at Pecan Street and Mesquite Street. The future developer will still have to complete a Preliminary Drainage Plan prior to Preliminary Plat and Final Drainage Plans before Final Plats and Site Development Plans. At each stage, the drainage and flood plain will be studied in more detail in relation to the intended development.

Traffic Impact Analysis

The Zoning Concept Scheme anticipates providing the streets required by the Master Transportation Plan and Street Grid Map and the Building Block grid. No Traffic Impact Analysis is anticipated to be required.

PUBLIC COMMENTS:

A notice was placed in the Bastrop Advertiser on June 15, 2022. Property owner notifications were sent to 4 adjacent property owners on June 15, 2022 (Attachment 3). At the time of this report, no responses have been received (Attachment 6).

POLICY EXPLANATION:

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.

Notice was published in Austin American Statesman and notice was sent to property owners within 200 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).

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 has been received. If a valid protest is received, a three-fourths vote of the City Council members would be required to approve the rezoning request.

(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.

The Planning & Zoning Commission recommends approval of the ZCS request by a vote of 7-0.

At least 5 members of the Planning & Zoning Commission must vote to make an official recommendation to the City Council. Failure to reach five vote means no official recommendation can be forwarded, but this does not impact the City Council's vote requirement to approve or deny the request.

Compliance with 2036 Comprehensive Plan:

Future Land Use Plan – The Neighborhood Residential character area is for single-family residential subdivision development, associated amenities such as parks, trails, open spaces, and public uses such as schools, fire stations, and more. Although individual developments may exhibit common features including home size, lot size, setbacks, impervious surface coverage, etc., the character area supports variations of these spatial and aesthetics characteristics, subject to appropriate transitions in form, scale, and density between blocks or adjacent developments. In some instances, transitions between developments and adjacent character areas may include higher density housing types or neighborhood oriented commercial uses of limited scale.

While the FLUP calls for the area to be primarily single-family, the 2.395-acre tract is contagious with property already zoned P4 Mix (which allows single and multi-family building types) and is located in close proximity to Mesquite Street which is a Primary Multimodal Street on the Master

Transportation Plan and to State Highway 95. With these considerations, the proposed P4 Mix and Zoning Concept Scheme will be in compliance with the intents of Future Land Use Plan.

Compliance with Bastrop Building Block (B³) Code:

B³ CODE INTENT (See Executive Summary)

The code is built around three core intents:

- Fiscal Sustainability

New development and redevelopment must be done with a focus on the intersection of the Public and Private Realms. This is the area where city and utility infrastructure are maintained in an efficient manner and the commercial development creates a complete neighborhood.

This 2.395-acre tract is to be developed with the adjacent tracts as one parcel. By zoning to P4 Mix, it will allow this area to provide a mix of single-family and multi-family or house style commercial, that will provide for a complete neighborhood and fiscal sustainability over time.

- Geographically Sensitive Developments

Development will retain its natural form and visual character, which is derived from the topography and native environment.

A part of this development is within the 1% Annual Chance Floodplain (previously 100-year Floodplain). P4 Mix allows for a greater diversity of building types with greater density, that will allow the floodplain to remain undisturbed.

- Perpetuation of Authentic Bastrop

The B³ Code will perpetuate the built form that has been predominate over the City's 189-year history. The recent trend of allowing parking and automobile traffic as the predominate feature has created a pattern that is contrary to the historical building patterns of the city and creates sites/buildings that are not adaptable and sustainable in the long-term.

The proposed style of development is Traditional Neighborhood Development Pattern, which will provide a gridded network of streets that will provide connectivity for the area.

B³ Code ARTICLE 5.1 INTENT OF DEVELOPMENT PATTERNS

(b) The Development Pattern type will be used to guide the creation of the Zoning Concept Scheme and Neighborhood Regulating Plan (see Article 2-3 Neighborhood Regulating Plans in B3 Technical Manual) configurations suitable for different geographies and Character Districts.

SEC. 5.2.002 TND STANDARDS

1. Detail the block perimeters, block lengths, pedestrian shed area, place type allocations per B³ Code 3.2.002b.

For P4 Mix in the North End Character District, a 330-foot block grid (Building Blocks) are the preferred development type. The applicant has demonstrated that the road network is

possible, with the development of this tract and the other two under the same ownership. When developed in the future, a Neighborhood Regulating Plan will be required to establish the street network.

RECOMMENDATION:

Hold public hearing and consider action to approve the first reading of Ordinance No. 2022-19 approving a Zoning Concept Scheme for 2.395 acres of Farm Lot 62, changing the zoning for 2.395 acres out of Farm Lot 62 East of Main St., from P2 Rural to P4 Mix, located east of Pecan Street, within the city limits of Bastrop, Texas, as shown in Exhibit A, providing for findings of fact, adoption, repealer, severability and enforcement, proper notice and meeting; and establishing an effective date and move to include on the August 9, 2022 Consent Agenda.

ORDINANCE 2022-19

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, APPROVING A ZONING CONCEPT SCHEME FOR 2.395 ACRES OF FARM LOT 62, CHANGING THE ZONING FOR 2.395 ACRES OUT OF FARM LOT 62 EAST OF MAIN ST., FROM P2 RURAL TO P4 MIX, LOCATED EAST OF PECAN STREET, WITHIN THE CITY LIMITS OF BASTROP, TEXAS, AS SHOWN IN EXHIBIT A, PROVIDING FOR FINDINGS OF FACT, ADOPTION, REPEALER, SEVERABILITY AND ENFORCEMENT, PROPER NOTICE AND MEETING; AND ESTABLISHING 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, on or about January 17, 202, the Gene Brown ("Property Owner") has submitted a request for zoning modifications; and,

WHEREAS, City Council has reviewed the request for zoning modifications, and finds the request to be reasonable and proper under the circumstances; and,

WHEREAS, the City Staff has reviewed the request for zoning modifications, and finds it to be justifiable based upon the Future Land Use Designation for this Property is Neighborhood Residential, which allows for residential uses and other uses that support residential development; and

WHEREAS, in accordance with Texas Local Government Code Chapter 211, public notice was given, and a public hearing was held before the City of Bastrop Planning and Zoning Commission (P&Z) on June 30, 2022, which made a recommendation to City Council by a vote of 7-0 to recommend approval; and

WHEREAS, in accordance with Texas Local Government Code Chapter 211, public notice was given, and a public hearing was held before the City Council regarding the requested zoning modification; and

WHEREAS, Texas Local Government Code Section 51.001 provides the City general authority to adopt an Ordinance or police regulations that are for 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, after consideration of public input received at the hearing on July 26, 2022, the information provided by the Applicants, and all other information presented, City Council finds that it necessary and proper to enact this Ordinance.

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

Section 1: The Property, 2.395 acres out of Farm Lot 62 is rezoned from P2 Rural to P4, Mix, and a Neighborhood Regulating Plan will be established before development, located east of Pecan Street, within the City Limits of Bastrop, Texas as more particularly shown on Exhibit A.

Section 2: The foregoing recitals are incorporated into this Ordinance by reference as findings of fact as if expressly set forth herein.

Section 3: All ordinances, resolutions, 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: If any provision of this Ordinance or the application thereof to any person or circumstance is held invalid, that invalidity or the unenforceability will not affect any other provisions or applications of this Ordinance that can be given effect without the invalid provision.

Section 5: The City shall have the power to administer and enforce the provisions of this ordinance as may be required by governing law. Any person violating any provision of this ordinance is subject to suit for injunctive relief as well as prosecution for criminal violations, and such violation is hereby declared to be a nuisance. Nothing in this ordinance shall be construed as a waiver of the City's right to bring a civil action to enforce the provisions of this ordinance and to seek remedies as allowed by law and/or equity.

Section 6: 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.

Section 7: This Ordinance shall be effective immediately upon passage and publication.

READ & ACKNOWLEDGE on First Reading on this the 26th day of July 2022.

READ & ADOPTED on Second Reading on this the 9th day of August 2022.

APPROVED:

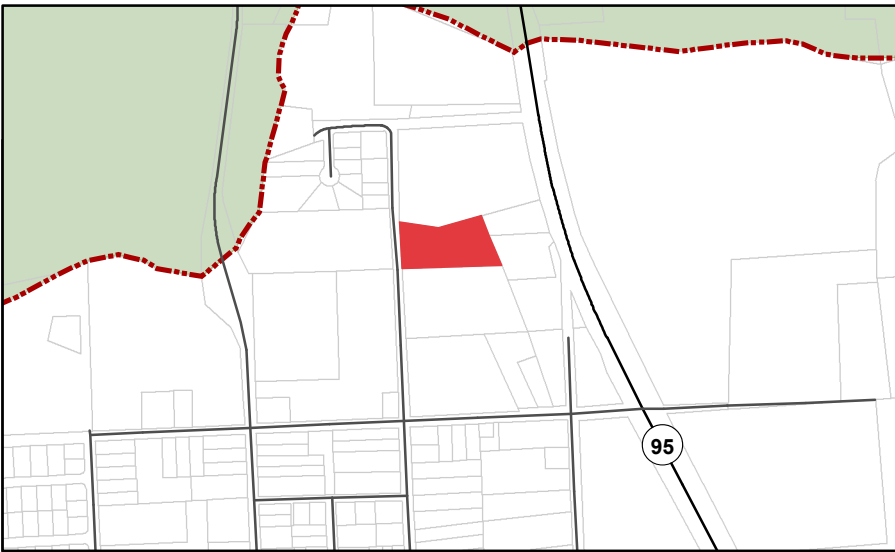
Connie B. Schroeder, Mayor

ATTEST:

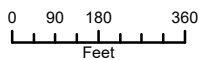
Ann Franklin, City Secretary

APPROVED AS TO FORM:

Alan Bojorquez, City Attorney



Zoning Concept Scheme 2.395 acres out of Farm Lot 10 East of Main St



1 inch = 400 feet

Date: 6/10/2022

The accuracy and precision of this cartographic data is limited and should be used for information /planning purposes only. This data does not replace surveys conducted by registered Texas land surveyors nor does it constitute an "official" verification of zoning, land use classification, or other classification set forth in local, state, or federal regulatory processes. The City of Bastrop, nor any of its employees, do not make any warranty of merchantability and fitness for particular purpose, or assumes any legal liability or responsibility for the accuracy, completeness or usefulness of the information, nor does it represent that its use will not infringe upon privately owned rights.



NOT AUTHORIZED FOR
CONSTRUCTION PRIOR TO
FORMAL CITY APPROVAL



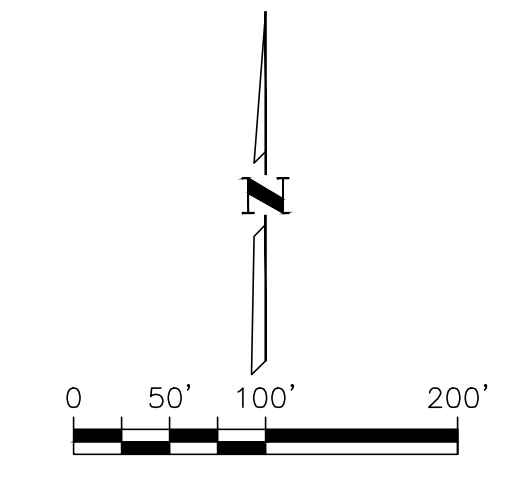
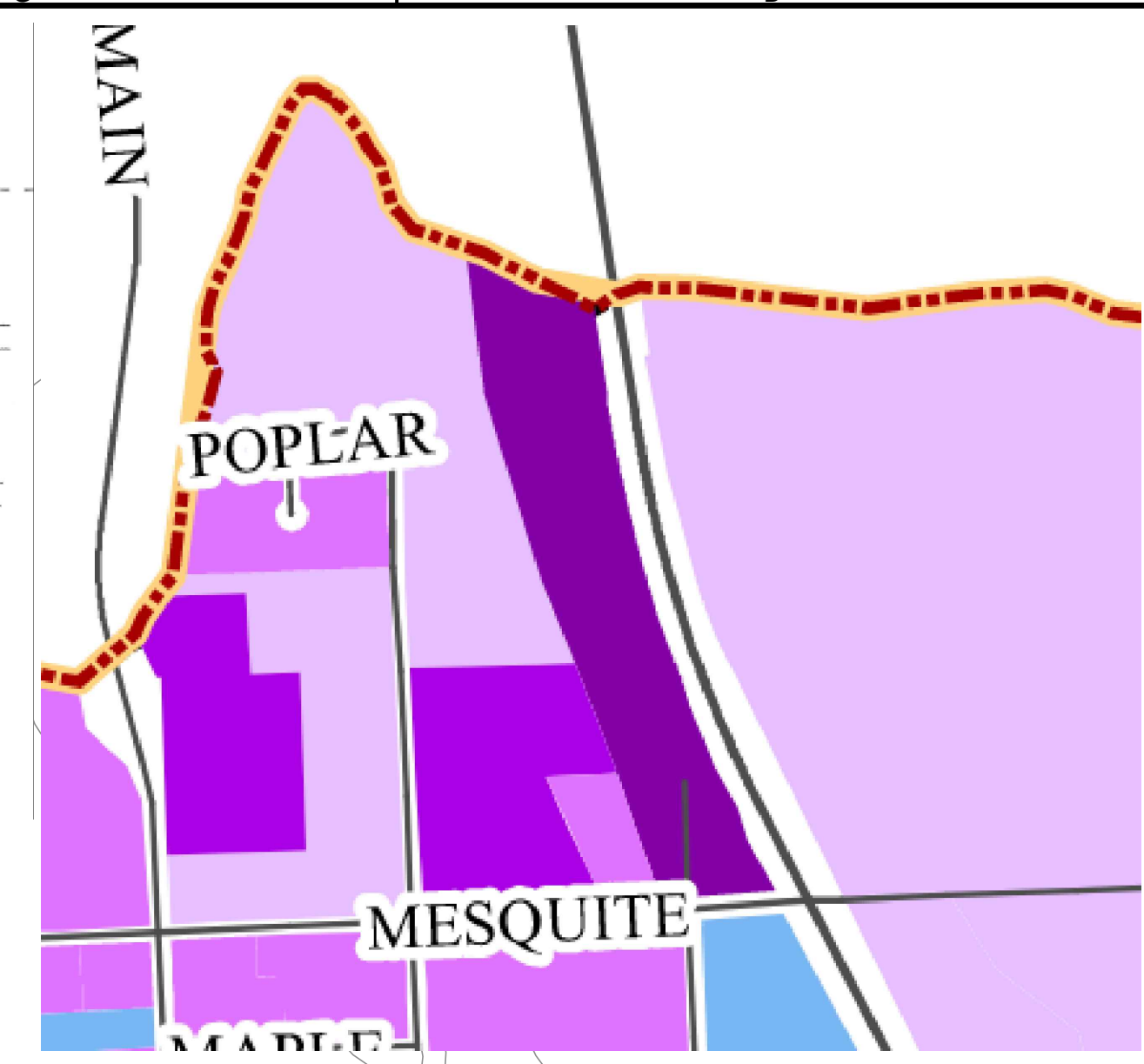
PRELIMINARY

NOT FOR CONSTRUCTION,
BIDDING, OR PERMIT
PURPOSES.

PREPARED UNDER THE
SUPERVISION OF
WGL, INC.

RE-ZONING FROM P2 TO P4
2603 PECAN STREET
BASTROP, BASTROP COUNTY, TEXAS 78660

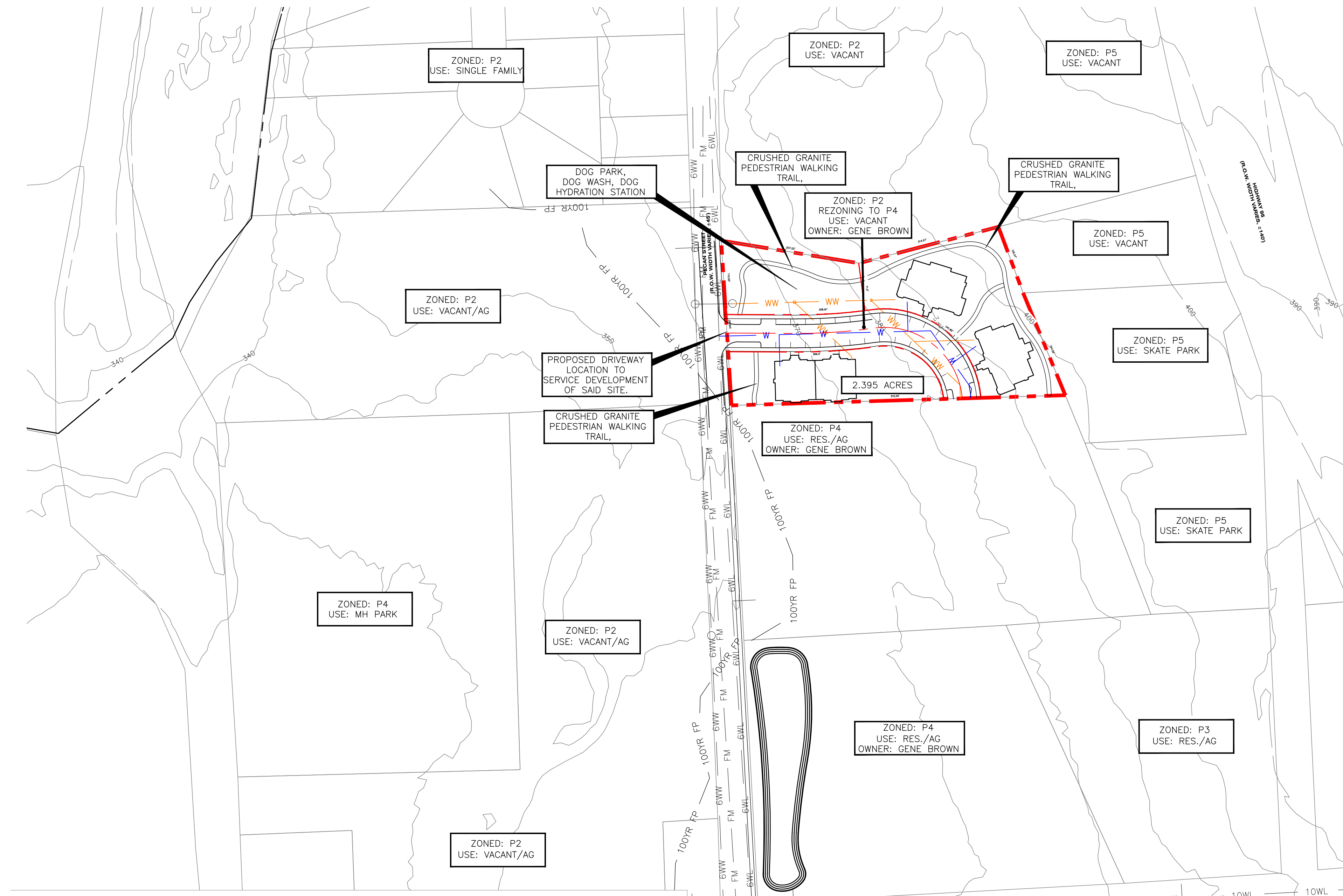
ZONING EXHIBIT



- Legend**
- City Limit
 - Historic Districts
 - Development Agreements
 - Place Type**
 - Overlay
 - P1 - Nature
 - P2 - Rural
 - P3 - Neighborhood
 - P4 - Mix
 - P5 - Core
 - PCS - Civic Space
 - PEC - Employment Center
 - PDD - Planned Development



TYPICAL BUILDING FRONT ELEVATION
NOTE: BUILDING HEIGHT IS MEASURED FROM AVERAGE SITE GRADE. 1"=16'



CLUBHOUSE FRONT ELEVATION
NOTE: BUILDING HEIGHT IS MEASURED FROM AVERAGE SITE GRADE. 1"=16'



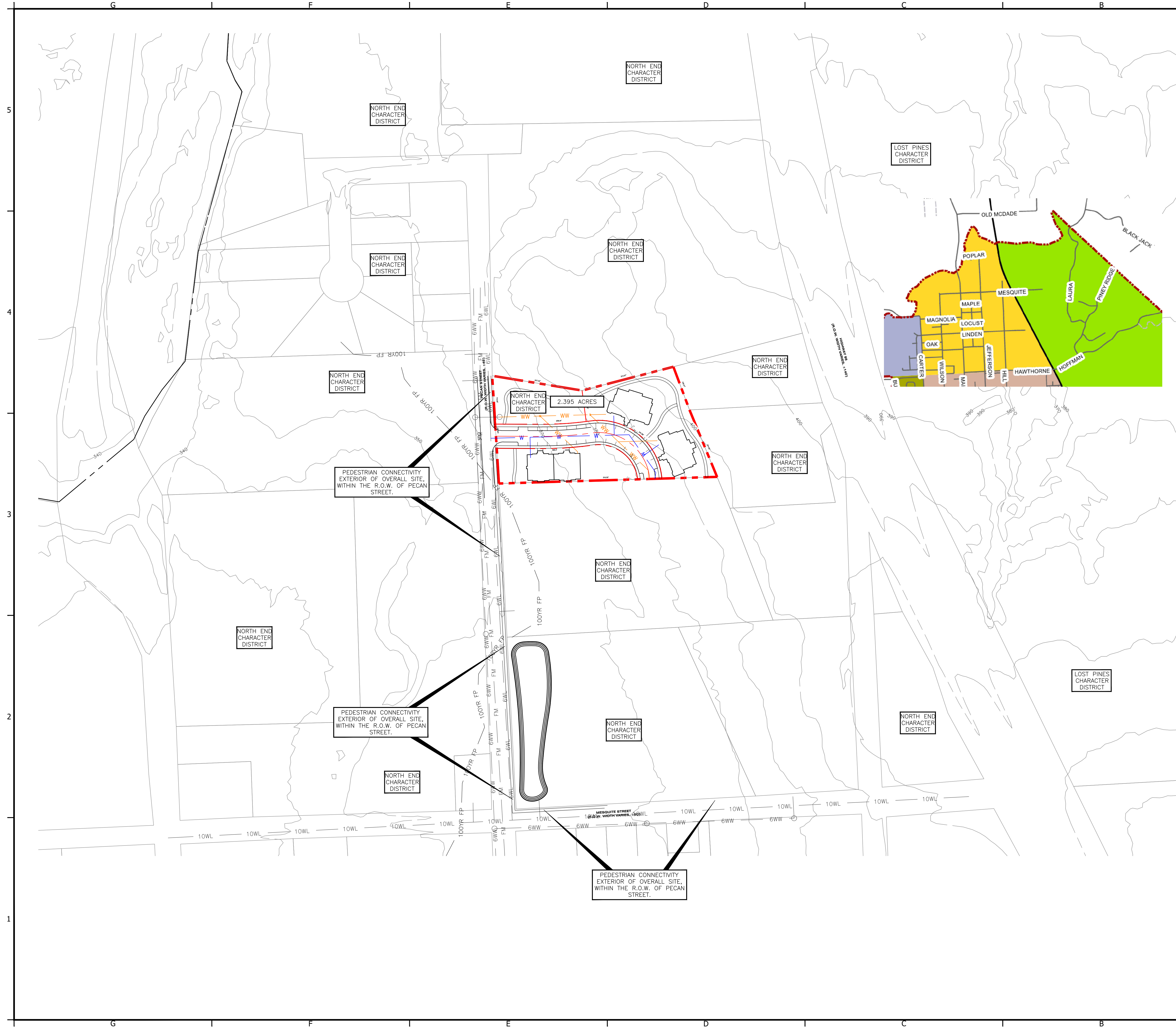
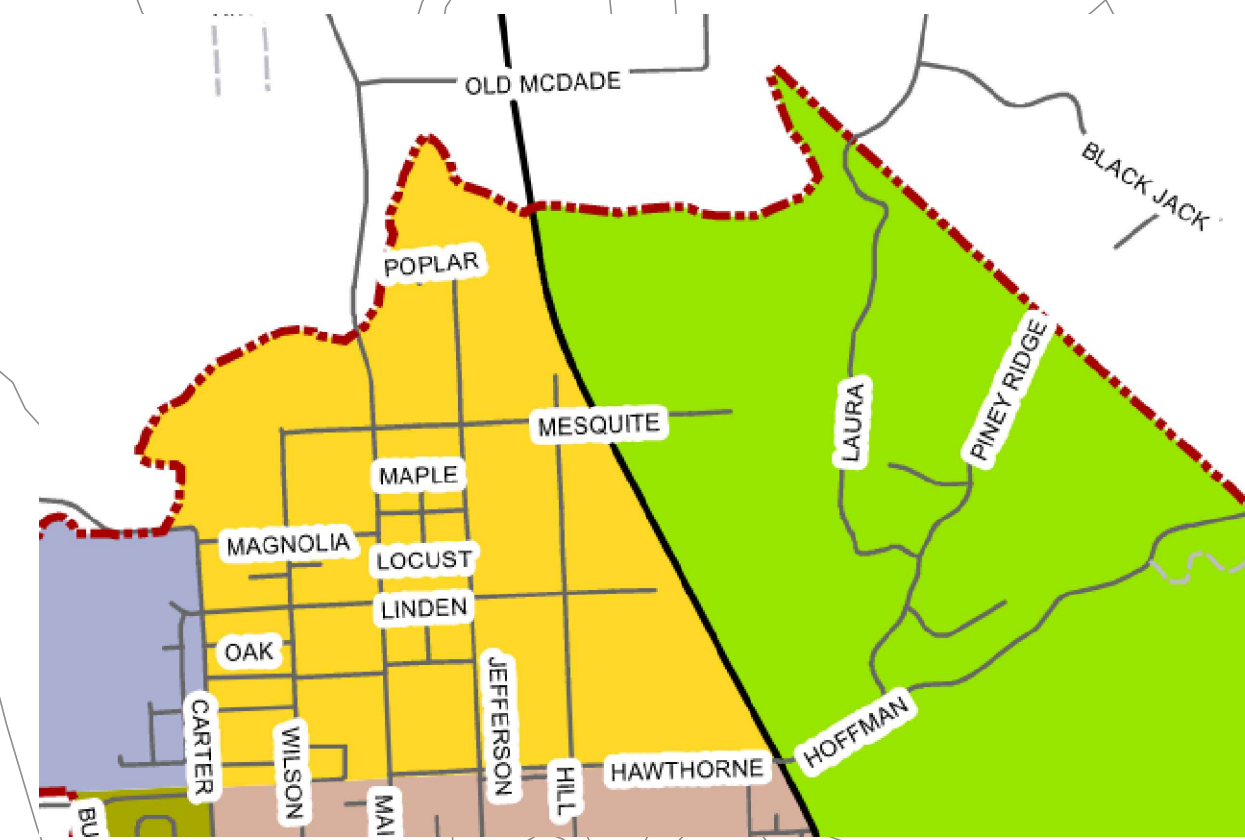
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PURPOSES.

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WGI, INC.

CHARACTER DISTRICT EXHIBIT

SHEET
CS200
2 OF 6



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CONSTRUCTION PRIOR TO
FORMAL CITY APPROVAL



PHONE NO:

PRELIMINARY

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PURPOSES.

PREPARED UNDER THE
SUPERVISION OF
WGI, INC.

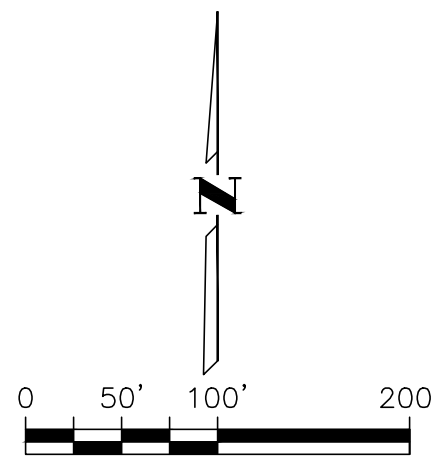
RE-ZONING FROM P2 TO P4
2603 PECAN STREET
BASTROP, BASTROP COUNTY, TEXAS 78660

EXISTING DRAINAGE AREA MAP

SHEET

CG100

3 OF 6



LEGEND

- BOUNDARY / RIGHT OF WAY
- EASEMENT / SETBACK
- CURB / EDGE OF PAVEMENT
- DRAINAGE AREA BOUNDARY
- EXIST. GRADE ELEVATIONS
- PROP. GRADE ELEVATIONS
- STORM DRAIN LINE
- DIRECTION OF FLOW
- ANALYSIS POINT
- E27
- 0.65 Ac.
- 10.32%
- EXISTING DRAINAGE AREA #
- DRAINAGE AREA
- IMPERVIOUS COVER
- Tc
- TIME OF CONCENTRATION

NOTE:
NO PORTION OF THE SITE INTENDED FOR RE-ZONING
RESIDES WITHIN THE 100-YEAR FLOODPLAIN ELEVATIONS,
PER FEMA FIRMETTE 48021C0215E, DATED 01/19/2006

COMPOSITE C CALCULATIONS - ANALYSIS POINT A							
D.A. #	Impervious (%)	Pervious (%)	Runoff Coefficient				
			2-yr	10-yr	25-yr	100-yr	
E1	0.0%	100.0%	0.33	0.38	0.42	0.49	

FLOW CALCULATIONS (RATIONAL METHOD) - ANALYSIS POINT A																	
D.A. #	T _c (min)	2-Year				10-Year				25-Year				100-Year			
		C	I (in/hr)	A (Acres)	Q (cfs)	C	I (in/hr)	A (Acres)	Q (cfs)	C	I (in/hr)	A (Acres)	Q (cfs)	C	I (in/hr)	A (Acres)	Q (cfs)
E1	21	0.3	3.3	4.2	4.6	0.4	4.9	4.2	7.9	0.4	5.9	4.2	10.5	0.5	7.7	4.2	15.9

NOT AUTHORIZED FOR
CONSTRUCTION PRIOR TO
FORMAL CITY APPROVAL



PHONE NO:

PRELIMINARY

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PURPOSES.

PREPARED UNDER THE
SUPERVISION OF
WGI, INC.

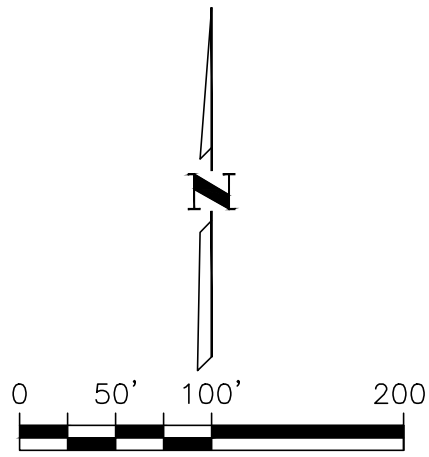
RE-ZONING FROM P2 TO P4
2603 PECAN STREET
BASTROP, BASTROP COUNTY, TEXAS 78660

PROPOSED DRAINAGE AREA MAP

SHEET

CG200

4 OF 6



LEGEND

- BOUNDARY / RIGHT OF WAY
- EASEMENT / SETBACK
- CURB / EDGE OF PAVEMENT
- DRAINAGE AREA BOUNDARY
- EXIST. GRADE ELEVATIONS
- PROP. GRADE ELEVATIONS
- STORM DRAIN LINE
- DIRECTION OF FLOW
- ANALYSIS POINT
- E27
- 0.65 Ac.
- 10.32%
- EXISTING DRAINAGE AREA #
- DRAINAGE AREA
- IMPERVIOUS COVER
- T_c TIME OF CONCENTRATION

WARNING!
THE ENGINEER ASSUMES NO RESPONSIBILITY FOR THE
ACCURACY OF THE LOCATION OF UNDERGROUND UTILITIES.
THE CONTRACTOR SHALL BE RESPONSIBLE FOR AVOIDING
ALL EXISTING UTILITIES BY CALLING TEXAS ONE CALL
SYSTEM @ 811 FOR LOCATION OF ALL UTILITIES, AT LEAST
72 HOURS PRIOR TO BEGINNING CONSTRUCTION.

NOTE:
NO PORTION OF THE SITE INTENDED FOR RE-ZONING
RESIDES WITHIN THE 100-YEAR FLOODPLAIN ELEVATIONS,
PER FEMA FIRMETTE 48021C0215E, DATED 01/19/2006

COMPOSITE C CALCULATIONS - ANALYSIS POINT A							
D.A. #	Impervious (%)	Pervious (%)	Runoff Coefficient				
			2-yr	10-yr	25-yr	100-yr	
E1	60.00%	40.00%	0.57	0.64	0.68	0.77	

FLOW CALCULATIONS (RATIONAL METHOD) - ANALYSIS POINT A																	
D.A. #	T _c (min)	2-Year				10-Year				25-Year				100-Year			
		C	I (in/hr)	A (Acres)	Q (cfs)	C	I (in/hr)	A (Acres)	Q (cfs)	C	I (in/hr)	A (Acres)	Q (cfs)	C	I (in/hr)	A (Acres)	Q (cfs)
E1	5	0.6	5.76	4.20	13.80	0.64	8.57	4.20	22.98	0.68	10.11	4.20	29.08	0.77	12.54	4.20	40.40

PROPOSED POND
LOCATION ACCOUNTING
FOR INCREASE OF
IMPERVIOUS COVERAGE,
PLAT, UDA, OR SIMILAR
TYPE LEGAL DOC. TO
TIE LOTS TOGETHER.

P1
2.395 AC.
70% (F)

2.395 ACRES

A



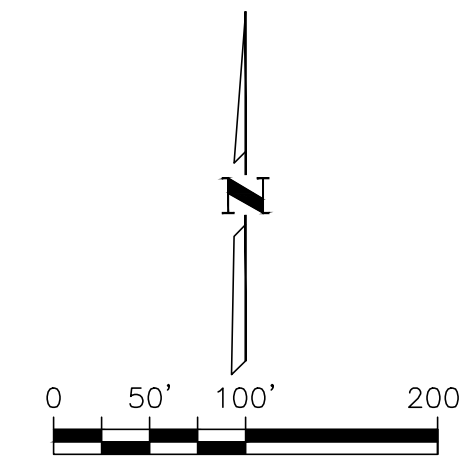
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WATER UTILITY EXHIBIT

SHEET
CU100
5 OF 6



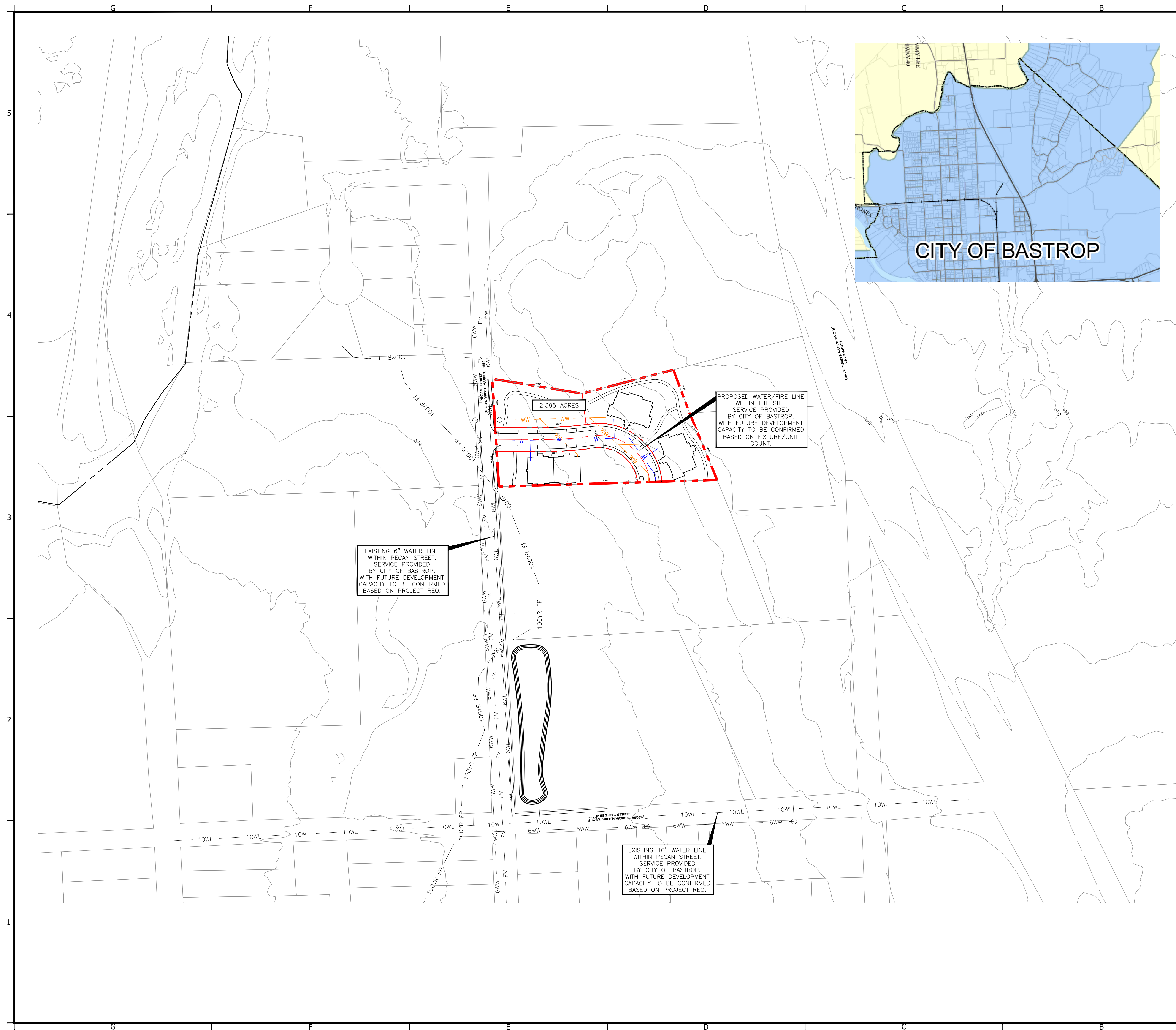
Legend

-  City of Bastrop
 WCID #2
 Aqua WSC

Bastrop ETJ

- ☐ Statutory
 - ☐ Area A
 - ☐ Area B

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FORMAL CITY APPROVAL

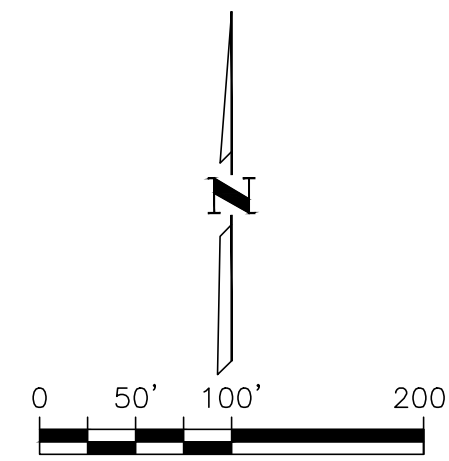
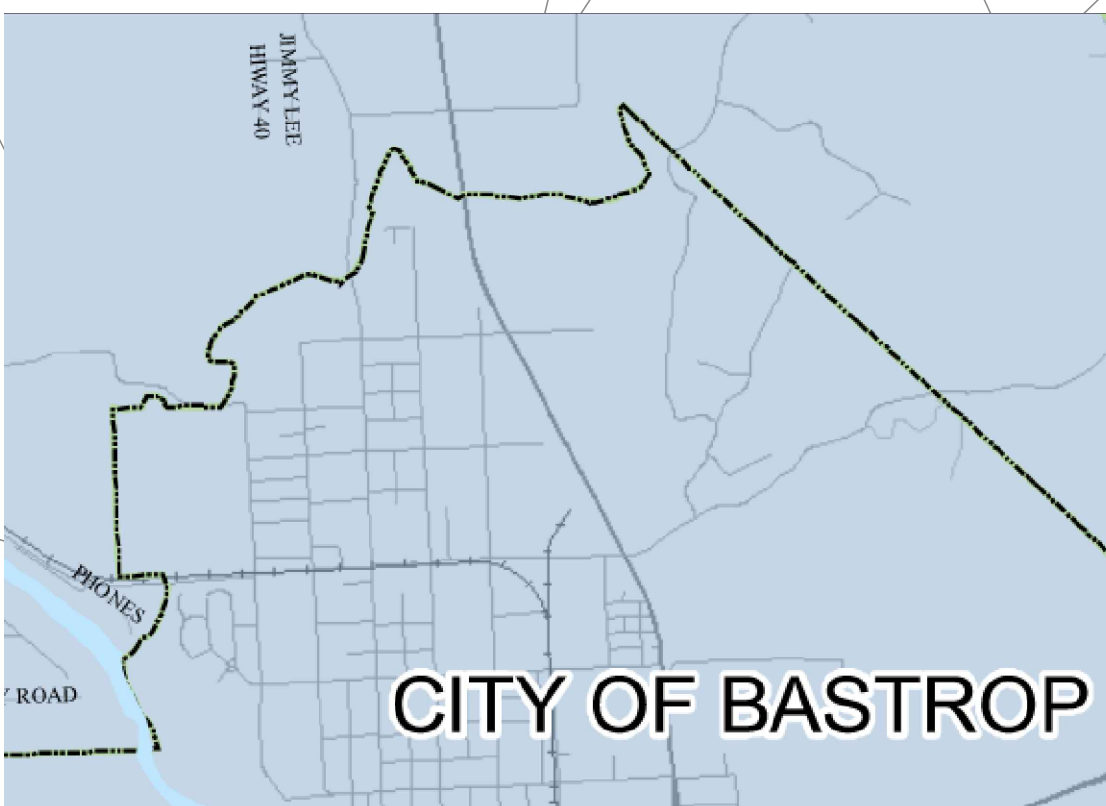
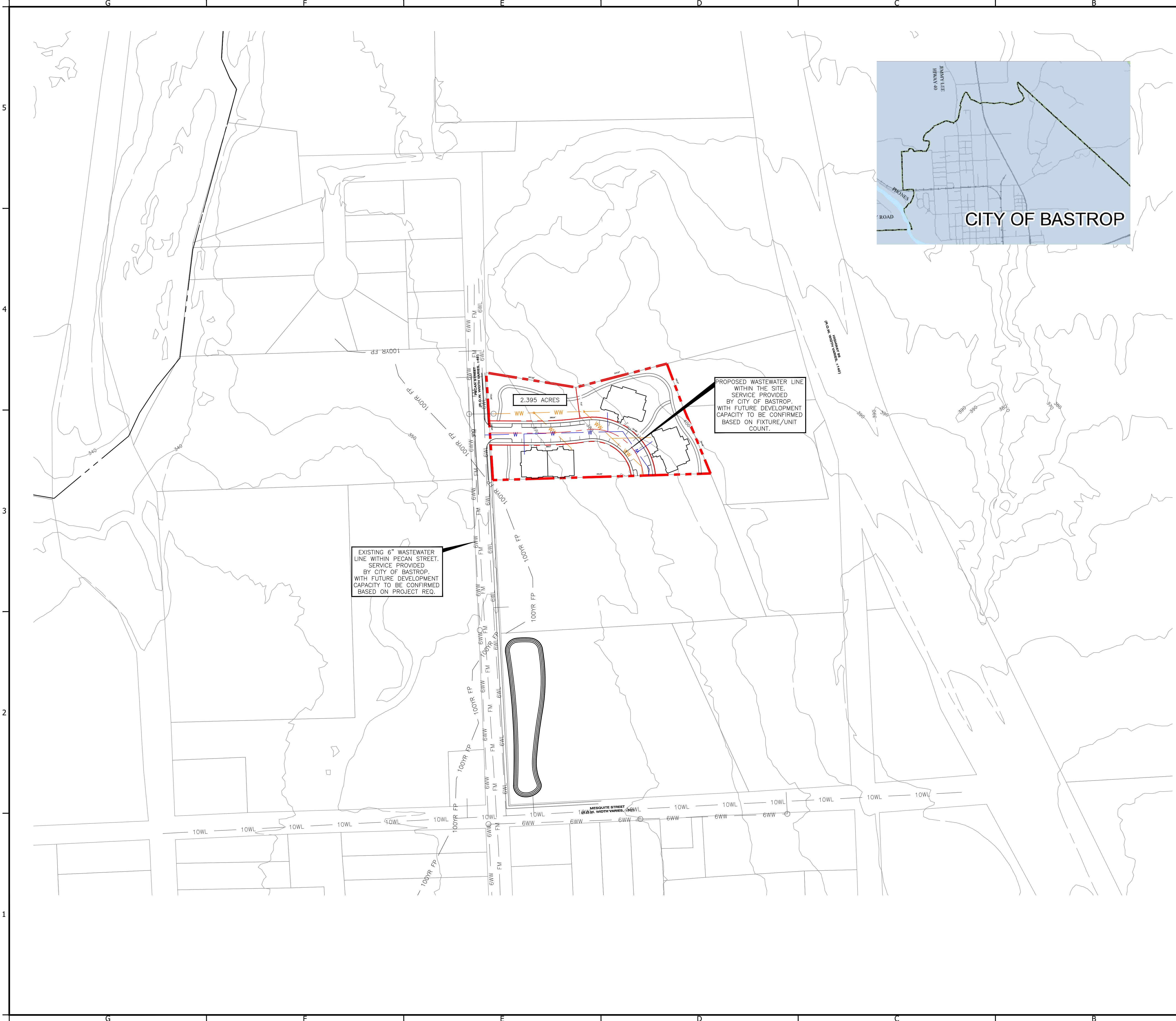


PRELIMINARY

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PURPOSES.

PREPARED UNDER THE
SUPERVISION OF
WGI, INC.

RE-ZONING FROM P2 TO P4
2603 PECAN STREET
BASTROP, BASTROP COUNTY, TEXAS 78660
WASTEWATER UTILITY EXHIBIT



Legend

- City of Bastrop
- Aqua WSC
- WCID #2
- Chasco
- LCRA
- Bastrop ETJ
 - Statutory
 - Area A
 - Area B

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January 2022

City of Bastrop Planning Department – Allison Land
1311 Chestnut Street
Bastrop, TX 78602

RE: Written Justification Letter for Rezoning Application – 2603 Pecan Street
2603 Pecan Street (Gene Brown Owner) (2.395 acres)
Bastrop, Bastrop County, Texas

Dear Ms. Land:

WGI is providing the following justification for re-zoning for the site located at 2603 Pecan Street and owned by Gene Brown. Site itself is undeveloped and consists of 2.395 acres of land, which is less than what is required as part of the Neighborhood Regulating Plan. That being said, our submittal should clarify/quantify/identify what the City needs to process the re-zoning request accordingly.

- **Is the zoning change consistent with the Concept Scheme (Comprehensive Plan)?**
The change is consistent with the General Land Use Policies found in the Concept Scheme.
- **Does the zoning change promote the health, safety, or general welfare of the City and the safe, orderly, and healthful development of the City?**
The zoning change is in accordance with the purpose and intent of the Unified Development Code of the City of Bastrop (growth management, environmental protection, economic development, circulation, urban design).
- **Is the zoning change compatible with and conforms to with the uses of nearby property and the character of the neighborhood?**
The zoning change is also in accordance with existing development/property and character of the community.
- **Is the property affected by the zoning change suitable for uses permitted by the proposed amendment to the zoning map?**
Property is proposing to extend the boundary of an existing zoning district (from P2 to P4). Mr. Brown current owns the property directly to the south, which is currently zoned P4, desiring to have their property zoned alike. The overall property, once sold, would be developed in a unified, and uniformly.

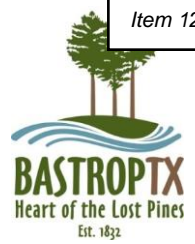
Sincerely,

WGI

Texas Engineering Firm No. F-15085

A handwritten signature in blue ink, appearing to read 'Cliff Kendall', is written over a light blue horizontal line.

Cliff Kendall - Market Leader



**Notice of Pending Zoning Change
City of Bastrop
Planning & Zoning Commission
and City Council**

Dear Property Owner:

The **Planning and Zoning Commission** will conduct a public hearing on **Thursday, June 30, 2022 at 6:00 p.m.** and the **City Council** will conduct a public hearing **Tuesday, July 26, 2022 at 6:30 p.m.** in the **City Hall Council Chambers located at 1311 Chestnut Street, Bastrop, Texas** on the following request: Public hearing and consider action on a rezoning for 2.395 acres out of Farm Lot 10 East of Main Street, located East of Pecan Street from P2 Rural to P4 Mix, within the city limits of Bastrop, Texas.

Applicant(s): Cliff Kendall / WGI

Owner(s): Gene Brown

Legal Description: 2.395 acres of land out of Farm Lot 10 East of Main Street

The site location map and a letter from the property owner is attached for reference.

As a property owner within 200 feet of the above referenced property, you are being notified of the upcoming meetings per the Bastrop Code of Ordinances. For more information or to provide comments on this project, you may contact the Planning & Development Department at (512) 332-8840, plan@cityofbastrop.org, visit the office or mail the response card below to 1311 Chestnut Street, Bastrop, Texas 78602.

Meeting details will be available on the posted agenda found on our website 72 hours before the meeting at: https://www.cityofbastrop.org/page/cs.board_agendas-pz



PROPERTY OWNER'S RESPONSE

As a property owner within 200 feet: (please check one)

- ☐ I am in favor of the request.
☐ I am opposed to the request.
☐ I have no objection to the request.

Property Owner Name: _____

Property Address: _____

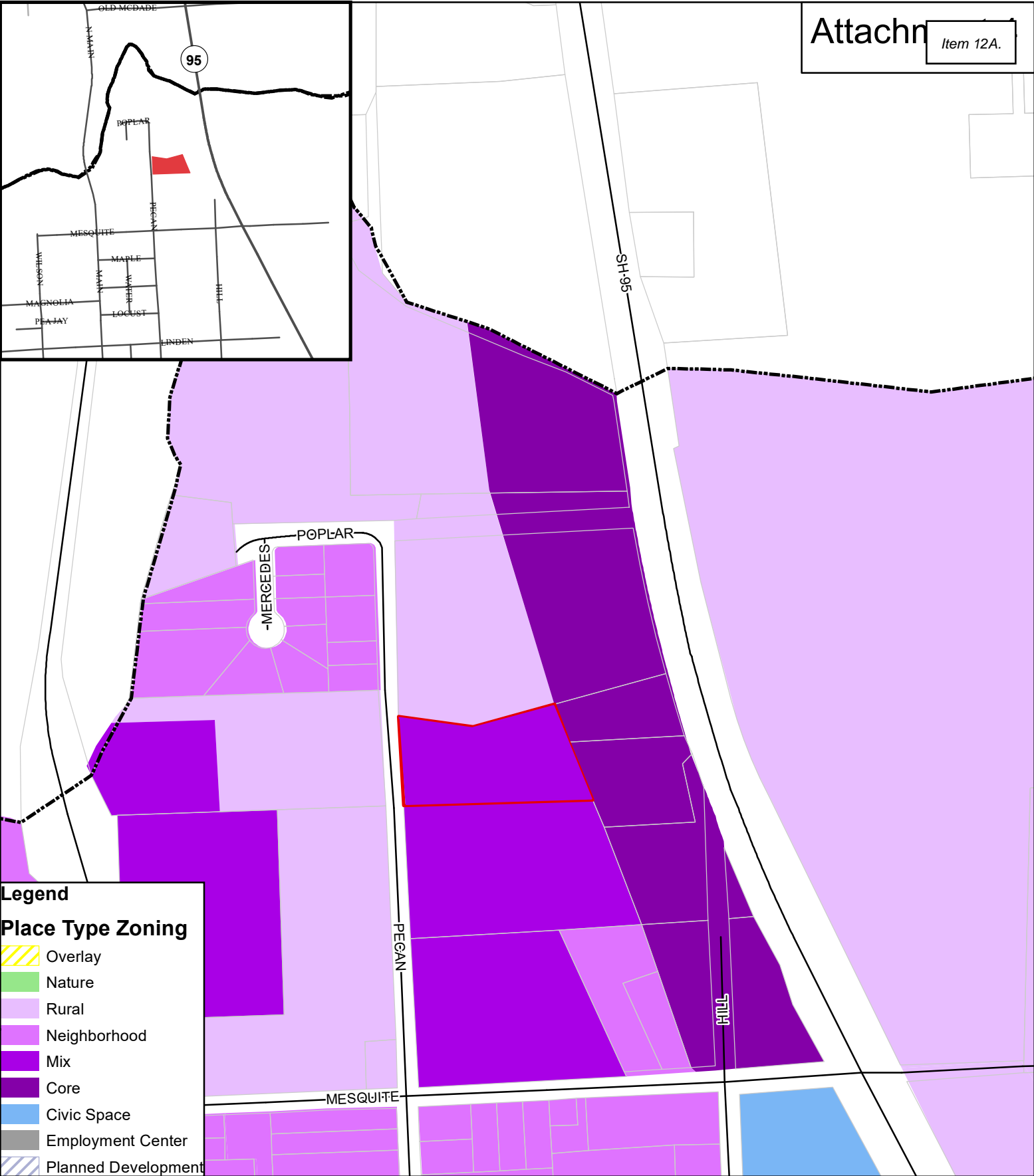
Mailing Address (if different than property address): _____

Phone (optional): _____ Email (optional): _____

Property Owner's Signature: _____

Additional Comments (Optional):

Re: 2.395 acres of land out of Farm Lot 10 Zoning Concept Scheme



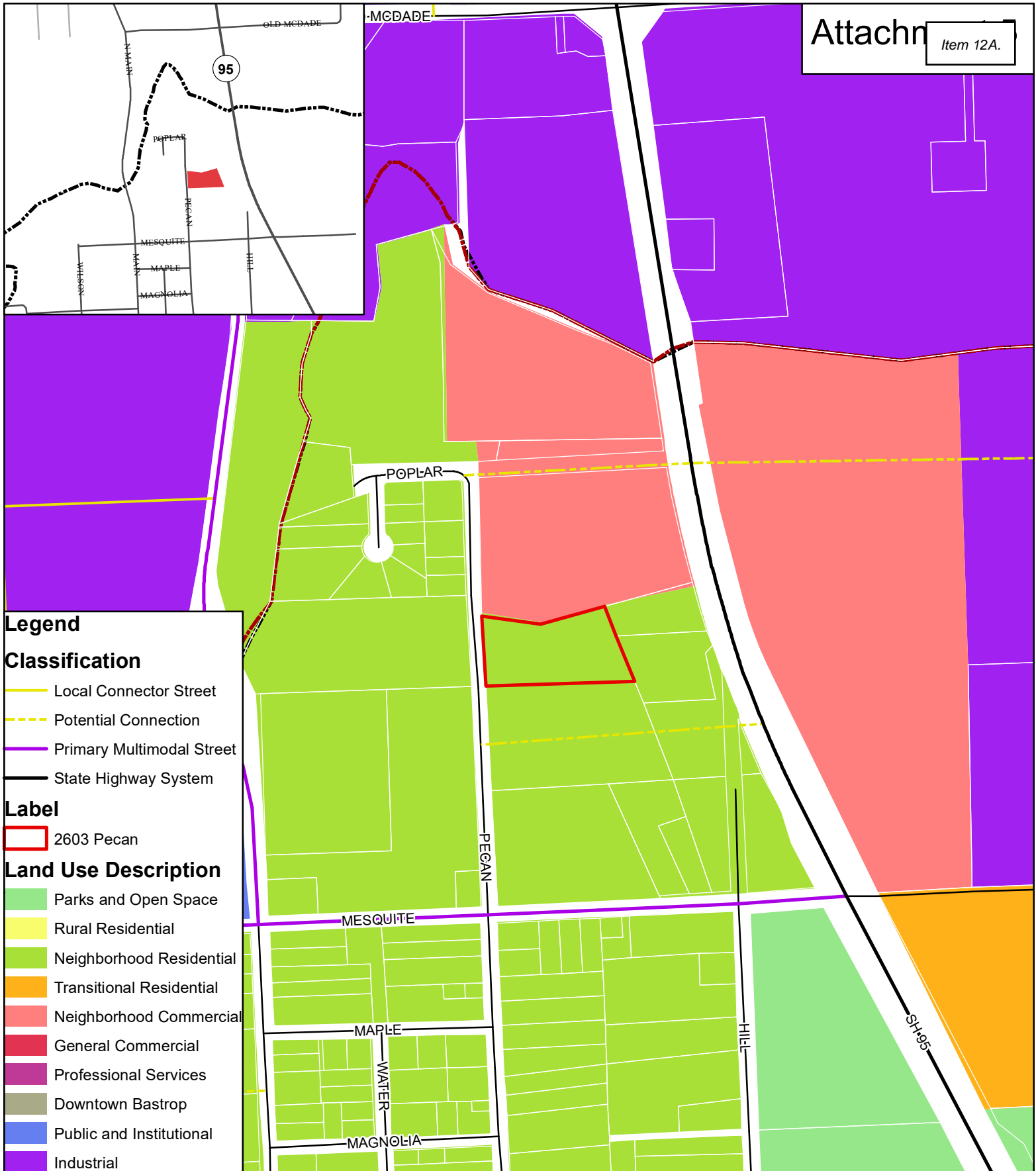
1 inch = 335.14 feet

Proposed Zoning Map
2.395 acres of Farm Lot 10
East of Main Street

Date: 6/27/2022



The accuracy and precision of this cartographic data is limited and should be used for information /planning purposes only. This data does not replace surveys conducted by registered Texas land surveyors nor does it constitute an "official" verification of zoning, land use classification, or other classification set forth in local, state, or federal regulatory processes. The City of Bastrop, nor any of its employees, do not make any warranty of merchantability and fitness for particular use, or assumes any legal liability or responsibility for the accuracy, completeness or usefulness of the information, nor does it represent that the data does not infringe upon privately owned rights.



Future Land Use Map 2.395 acres of Farm Lot 10 East of Main Street



1 inch = 423.91 feet

Date: 6/27/2022



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STAFF REPORT

MEETING DATE: July 26, 2022

TITLE:

Consider action to approve a Letter of Intent between the City of Bastrop and Sunway Hospitality to establish a partnership toward development of a 130-150 room hotel, update to City Convention & Exhibit center facade, development of associated kitchen facilities, and supportive retail.

AGENDA ITEM SUBMITTED BY:

Submitted by: Rebecca Gleason, Assistant City Manager

BACKGROUND/HISTORY:

In 2015, the City of Bastrop contracted for an assessment of the Bastrop Convention & Exhibit Center. The report, conducted by Harde Partners, LLC, states that the lack of an adjoining hotel was a hinderance to the Convention Center performance. In contract with the City of Bastrop, DP Consulting in 2017 stated that there was market justification for a 120+/- room hotel to be built on the site next to the Convention Center. Through the City Council's focus on Economic Vitality, staff is tasked with creating sustainability through enhancing public/private partnerships and through Fiscal Responsibility, maintaining our fiduciary duty of full utilization of the City asset of the Convention Center.

With Council's guidance, City staff contracted with Esch Development Solutions, LLC to review proposals for possible recommendation to Council for a letter of intent to be signed. Please find the attached Memorandum of Recommendation from Esch Development Solutions LLC. Mr. Esch recommended the City of Bastrop sign a Letter of Intent with Sunway Hospitality as laid out in the recommendation.

If the City of Bastrop is interested in moving forward, the next step in the process is to enter into a non-binding Letter of Intent with the preferred patternner. The Letter of Intent accomplishes the following items:

1. Identifies the parties involved in the project;
2. Details the major project elements, the scope and nature of the involvement of the parties, the process the parties will follow to reach final binding agreements;
3. Outlines the major business terms of the project;
4. Defines the anticipated financial investment required to reach a go/no-go decision
5. Establishes an anticipated timeline for the project.

FISCAL IMPACT:

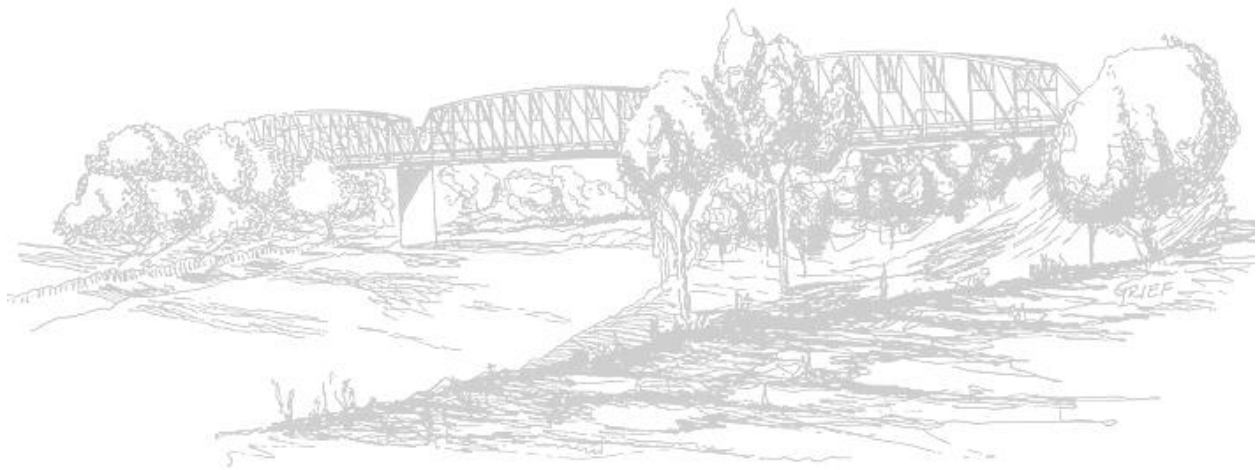
Fiscal Impact for the process between the signing of the Letter of Intent and final binding agreement are estimated at \$350,000 and have been placed in the proposed FY2023 Budget as being paid by the HOT Fund.

RECOMMENDATION:

The Assistant City Manager recommends approval of the Letter of Intent between the City of Bastrop and Sunway Hospitality including authorization of the City to spend up to \$350,000 in funds for pursuit and predevelopment costs associated with project.

ATTACHMENTS:

- Memorandum of Recommendation from Esch Development Solutions, LLC
- Letter of Intent
- Convention Center Approach



MEMORANDUM**DATE: July 9, 2022****TO: Rebecca Gleason, Assistant City Manager for Community Engagement****FROM: Joseph Esch****RE: Evaluation of potential development partners and recommendation**

As you are aware, we have been working with STOA and Sunway Hospitality since last fall. The parties have toured the community, met with the City and have shared their vision for proceeding with the project including the required participation from the City.

The discussions have reached a point where a partner needs to be selected to continue with the project development and assessment. Assuming the City is interested in proceeding with one of the potential partners, the next step in the process is to enter into a Letter of Intent and proceed with the preliminary design, costing, proof of private funding, and the final negotiations of binding agreements.

In proceeding with this project, the City drafted several guiding principles. Those include partnering with a private sector developer and hotel operator, limiting the City's financial exposure and investment, requiring the hotel flag to be of a certain quality with the City's final approval of the flag and hotel design, ensuring that the hotel operator also manages the Convention & Exhibit Center, and connection to the downtown district through first floor retail and relation to the public realm. With those points in mind, we have engaged in discussions and reviewed proposals. I have created the attached matrix in comparison of each proposal and highlighted a few of the major points below.

Both potential partners anticipate the following points of detail:

- Privately developed, owned, and operated hotel
- Recognized hotel flag and development standards
- Long term lease (50+ years) of land for hotel and Convention Center
- Required quiet zone on the adjacent railroad crossing
- Limitation of City financial exposure
- Neither has hotel flag secured due to the current unknown status of the project but will secure one once the project is confirmed

Both proposals do have material differences as highlighted below:

STOA		Sunway Hospitality
Project Budget		
Estimated Project Budget	\$20.2mm total costs including \$18.6mm hotel development costs and \$1.6mm in convention center update. Based on 120 room hotel and adjacent retail.	\$33.5mm total cost including \$25.5mm for hotel and \$8mm value of city property. Does not include off site quiet zone. (Note this is based on 130 rooms. The cost of 150 room hotel is estimated at \$29.5mm.)
Hotel Ownership and Funding		
City Funding	City to fund costs for convention center update	None
Private Debt Funding	Yes	Yes
Private Equity	Yes	Yes
Public Debt Funding	None required for hotel project. Would depend on how city funded convention center updates and quiet zone	None for hotel project. Depends on quiet zone.
City Financial Participation		
Pursuit costs - Non- city consultants,	City to pay up to 30% of project pursuit costs	City to pay 50% of project pursuit costs
Pursuit cost budget	Estimated \$200,000	Estimated \$400,000 (2/3rds of design and eng budget)
Other Costs	Assumes city responsible for \$1,600,000 for redevelopment of convention center. City to install at their cost RR quiet zone for crossing near convention center.	City to install at their cost RR quiet zone for crossing near convention center.
HOT Tax Rebate of City HOT from project	Yes	Yes, for upto 20 years
Tax Abatement	Requested 100% of all real estate taxes for 4 years as well as no lease payment for	None
Other	Waiver of City development fees. Anticipate going above height limits for hotel tower to accommodate ground floor retail.	None requested
Revenue Sharing / Lease Payment	None on hotel. Minimal lease payment for ground lease. 50% of NOI from convention	1% of Room Revenue Generated

After considering the City's guiding principles, the approach and experience of the teams, as well as the totality of the proposals- I recommend the City proceed with approval of a Letter of Intent with Sunway Hospitality.



10700 Richmond Ave, Suite 321, Houston, Texas 77042

713-900-2109

www.SunwayHotel.com

July 20, 2022

Ms. Rebecca Gleason – Assistant City Manger

Mr. Trey Job – Assistant City Manger

City of Bastrop

1311 Chestnut Street

Bastrop, Texas 78602

Letter of Intent

Rebecca and Trey,

This Letter of Intent sets forth the terms and conditions of a long-term ground lease between Developer and City for the construction of a nationally branded hotel connected to the Bastrop Convention & Exhibit Center.

A. Proposed Project:

1. Premises, as shown in current survey (Exhibit A), shall include +/- 9.1 acres of land containing the 26,000-square foot Bastrop Convention & Exhibit Center (BCEC) and +/- 300 parking spaces.
2. Added facilities shall include a Hilton Tapestry Hotel (or similar brand) having between 130 and 150 guestrooms with an associated commercial kitchen as well as brand standard amenities to include:
 - 2a. A restaurant and bar, possible coffee shop, and possible temporary or permanent retail space with connection to the public realm.
 - 2b. Event Lawn suitable for community gatherings and group events.
 - 2c. Hotel tower will connect to the BCEC. The commercial kitchen shall be sized to accommodate professional catering services for the BCEC.
3. The project is anticipated to be developed consistent with the budget included in the developer's attached proposal.

B. Proposed Terms:

1. **Property Holder:** City of Bastrop
2. **Developer:** A single purpose entity (SPE) controlled by David Scott Parker, CEO of Sunway Hospitality, Inc.
3. **Length:** Minimum 60 Years up to a maximum of 75 years, subject to terms negotiated with lender and defined in lender's inter-creditor agreement, which will not include any credit guarantees from the City.
4. **Rate:** 1% of Rooms Revenue, paid monthly. Subject to audit of revenue receipts, which are also shared with the franchise, and the State of Texas.
5. Developer will cover the operating losses of the BCEC in exchange for marketing the BCEC as the official meeting space for the hotel.
6. Property Holder, any City Department, or City Partner will not determine the setting of rental rates.
7. The Parties and/or their designees, such as the DMO and the Hotel's management company, will hold periodic meetings to coordinate community events and groups accommodated in the hotel to ensure the greatest impact to the City and operating profit of the Hotel.
8. The Developer will be responsible for the maintenance of the hotel and BCEC during the lease.
9. Both the City and the developer will have input and approval of the hotel flag and design of the hotel including but not limited to the building, lot occupation, and site development plan.
10. Both the City and developer will have input and approval of the design and upgrades to the BCEC.
11. The Developer will be required to fund and maintain a renewal and replacement account for the hotel and BCEC to ensure the property is maintained.
12. The City will and developer will agree on a limited number of days each year for the City to use the BCEC for City business free of charge.

C. Proposed Terms of the Transaction:

Letter of Intent**Proposed Bastrop Hotel****July 20, 2022**

1. A rebate of the City's portion of the Hotel Occupancy Taxes (HOT) generated by the Hotel, presently set at 7% of Rooms Revenue.
 - 1a. **Term:** 20 Years
 - 1b. **Maximum Amount:** Not to exceed the total cost of the hard construction costs of constructing the hotel tower, the renovations to the BCEC, and any other site improvements deemed necessary to accommodate the project.
 - 1c. **Periodic Reporting:** Developer will be responsible for all periodic reporting to the City and DMO regarding marketing goals.
 2. City to pursue the creation of a "Quiet Zone" from the Union Pacific Railroad line for those intersections impacting the hotel.
 3. **Joint Funding:** The estimated cost to get to a binding agreement to proceed with the project is approximately \$400,000 which is 2/3rds of the \$600,000 soft costs in the development budget. Of that \$400,000 the costs will be incurred equally by both parties for preliminary design and documentation necessary to reasonably establish the scope of construction cost. Both Parties will have input on the design process. The maximum amount of shared funding will be determined prior to Lease execution.
- D.** For a period of 90 days, the Parties agree to work exclusively with each other on definitive documents that establish the agreements necessary for the transaction.

This Term Sheet is non-binding on the parties and is neither a commitment nor an offer to commit to any transaction. Any commitment by the parties listed herein is subject to the negotiation and preparation of a final, definitive Lease Agreement.

City of Bastrop

Sunway Hospitality, Inc.

By: _____

By: _____

Name: Paul A. Hofmann

Name: David S. Parker

Title: _____

Title: _____



Convention Center Hotel Approach

Goal

Leverage the current public investment in the City of Bastrop Convention & Exhibit Center and increase the economic vitality of the downtown corridor through the development of a hotel and catering space on city-owned land.

Project

- Partner for the development and operation of a hotel of at least 120 keys next to the City's convention center including appropriate catering/kitchen facilities needed for the convention center.
- Hotel will be a recognized flag/brand approved by the City to ensure a certain level of quality in both development and maintenance.
- The developer will be responsible for the operations, maintenance, and upkeep of the hotel (including periodic updates and upgrades required by the hotel brand franchise standards) and will be able to demonstrate the appropriate record of success and sufficient financial capacity to undertake the project.
- The Convention Center will be leased to the hotel operator as part of the incentive to build and operate the hotel. With that, the operator will have an agreed amount of responsibility for management, maintenance, and repairs. The City will retain an agreed number of uses of the Convention Center per year, to ensure local needs are still being served by the space.

Project Guiding Principles

- In remaining **Fiscally Responsible**, the City seeks to minimize the amount of public financial participation in the project.
- In ensuring the project meets the City's goals of **Multi-Modal Mobility**, the project shall appropriately connect to the public realm and develop, as appropriate, supporting retail or opportunity for community connection in a pedestrian yielding environment.
- In maintaining the City's commitment to our historic community, the developer will create a **Uniquely Bastrop** design concept that is consistent with the architectural characteristics and history of the area by the City working with the development partner on mutual approval of the architectural elements.
- To meet the City's objective of **Managing Growth**, the developer will work closely with the City to determine placement on the site, ensure drainage needs are met, and plan for any increased traffic flow.



STAFF REPORT

MEETING DATE: July 26, 2022

TITLE:

Consider action to approve Resolution No. R-2022-67 of the City Council of the City of Bastrop, Texas for the approval of the Diversity, Equity, and Inclusion Board Implementation Recommendations including the creation of a Diversity, Equity, and Inclusion Board, as requested by Council Member Cheryl Lee.

AGENDA ITEM SUBMITTED BY:

Submitted by: Rebecca Gleason, Assistant City Manager

BACKGROUND/HISTORY:

Please find the attached Memorandum from Council Member Lee outlining the background for this request.

FISCAL IMPACT:

N/A

RECOMMENDATION:

The Assistant City Manager recommends the creation of a Diversity, Equity, and Inclusion Board based on the attached Implementation Recommendations.

ATTACHMENTS:

- Resolution No. R-2022-67
- Memorandum of Recommendation from Council Member Lee
- Council Member Lee PowerPoint Presentation
- Implementation Recommendations

Resolution No. R-2022-67

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS REGARDING THE CREATION OF A DIVERSITY, EQUITY, AND INCLUSION BOARD AND ADOPTION OF IMPLEMENTATION RECOMMENDATIONS ATTACHED AS EXHIBIT A; PROVIDING FOR A SEVERABILITY AND REPEALING CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City of Bastrop is committed to the promotion, inclusion, and engagement off all community residents; and

WHEREAS, the City of Bastrop acknowledges that the diversity of our community is an asset and should be celebrated; and

WHEREAS, the City of Bastrop is committed to putting in place practices that lead to greater inclusion of all parts of our community; and

WHEREAS, the City of Bastrop recognizes the need to create a long-term strategy for better engaging all sectors of our community to build trust; and

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 initiates the creation of a Diversity, Equity, and Inclusion Board.

Section 2. The City Council adopts the Implementation Recommendation document, as attached in Exhibit A, created by the City Manager Diversity Task Force as the founding charge to the Board.

Section 3. Any prior resolution of the City Council in conflict with the provisions contained in this resolution are hereby repealed and revoked.

Section 4. 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 5. This resolution shall take effect immediately from and after its passage.

DULY RESOLVED AND ADOPTED by the City Council of the City of Bastrop this 26th day of July 2022.

APPROVED:

Connie B. Schroeder, Mayor

ATTEST:

Ann Franklin, City Secretary

APPROVED AS TO FORM:

Alan Bojorquez, City Attorney

Council Request Memorandum

To: Connie Schroeder, Mayor of the City of Bastrop, and Council

From: Cheryl Lee, Bastrop City Council Member Place 1

CC: Paul Hoffman, City Manager and Trey Job, Assistant City Manager

Date: July 19, 2022

Subject: Adopt a resolution to establish of a Diversity, Equity, & Inclusion Board for the City of Bastrop

Purpose: To facilitate the development of a strategic plan to assess the current state of diversity and inclusion in the City of Bastrop in city services, community engagement, employment opportunities, and community partnerships, to promote inclusion and engagement for all community residents.

Background

In February 2021, several residents began meeting with the City Manager to discuss disparities in city services and community engagement in minority communities. After several months of discussion, a Diversity and Inclusion Task Force Committee was formed under the City Manager to address and the first meeting was held on July 21, 2021, with the following residents of the City of Bastrop:

Paul Hoffman, City Manager
Ann Franklin, City Secretary
Tanya Cantrell, HR Director
Clint Nagy, Chief of Police
Curtis Hancock, Director of Public Works
Sheila Lowe, City Resident
Cheryl Lee, City Resident
Joseph Thompson, City Resident
Sumai Lokumbe, City Resident; and
Catina Higgins, City Resident

This Memorandum serves as an overview and update on the progress of that committee to date, and a request to Mayor and Council to transition the committee into a permanent standing advisory board whose purpose shall be to assess the current state of diversity, equity, and inclusion in the City of Bastrop.

Focus Areas of the Committee

1. Understanding the cities current Communication Framework: It's Communication & Messaging Foundation and 9 Focus Areas.
2. Improved Recruiting, Evaluation of Applications, and Interview Process
3. Inclusivity in all messaging, engagement, and programming
4. Diverse Input into the Parks and Recreation Master Plan
5. City Staff Leadership Development

Milestones

1. Defined the Purpose Statement, Mission Statement, and Goals of the Committee
2. Improved marketing to include multi-ethnic culture and printed materials in Spanish
3. Connected with Alumni Associations of Historically Black Colleges, Local Churches, and City of Bastrop Police Chaplains and increased use of social media and the municipal channel to improve public awareness of job opportunities.
4. Job listings were posted in African American Career World Magazine, and Hispanic Career World Magazine to increase diversity in job applicants.
5. Incorporation of an Executive Leadership Training Program for City Staff, focused on leadership effectiveness, overcoming challenges and conflict, cultural competency, unconscious Bias/Microaggressions, and Stereotypes/Discrimination/Oppression.
6. Established Procedure Changes in the Hiring Process to ensure all qualified applicants have equal opportunity for an interview:
 - a. Directors and department heads now review every completed application and meets with every candidate prior to a conditional offer.
 - b. Candidates will no longer be rejected for being overqualified

- c. Candidates will be advised on how interviews will be conducted

Desired Outcome

The Diversity Task Force Committee with the support of Council Member Lee, request that the Mayor and Council approve the transition of the Diversity Task Force Committee, amending the Municipal Code of Ordinance, to add a Diversity, Equity, and Inclusion Board to the list of Boards & Commissions for the City of Bastrop, appointing the following city residents as members of the board who will lead and guide the city's diversity and inclusion efforts:

Sheila Lowe
Sumai Lokumbe
Carly Bartee
Arthur Banks
Christopher Higgins
Aimee Cook
Jennifer (Jennie) Olsen McEwan

I am so excited to have this Board established; so are the members who will serve, and many residents in our community. Community engagement builds relationships and trust in our city across the board, and just makes the world a better place to live.

Thank you for your consideration. If more information is needed, please let me know.

Cheryl Lee
512 636-0374

City of Bastrop Diversity Equity & Inclusion Board

Assessing the Current State of
Diversity, Equity, and Inclusion in the
City of Bastrop



**"We will all profit from a more diverse,
inclusive society, understanding,
accommodating, even celebrating our
differences, while pulling together for the
common good."**

Supreme Court Justice
RUTH BADER GINSBURG



OVERVIEW

Item 12C.

The purpose of creating a Diversity, Equity, and Inclusion Advisory Board for the city is to provide a means to continuously assess the current state of diversity and inclusion in the City of Bastrop, thru partnerships with organizations in our community and engagement with residents to improve quality of life for all citizens.

PURPOSE STATEMENT

Item 12C.

The Bastrop Diversity, Equity and Inclusion Advisory Board will serve as a community led initiative working together in partnership with the Bastrop City Council and the community, to identify areas of improvement in local government, and city services in areas where a lack of diversity, equity, and inclusion exist, to ensure equitable access and inclusion of opportunities, benefits, and resources are available to all City of Bastrop Residents to ensure the City of Bastrop is recognized as one that publicly acknowledges the importance of equality in our city, and strives to build communities that are free from all forms of discrimination included but not limited to race, gender, religion, age, gender identity or expression, and disability.



MISSION STATEMENT

Item 12C.

In acknowledging the history of discrimination and the impact of discriminatory belief systems that have negatively impacted upward mobility and equality for minorities in our nation, thereby creating a distrust of governmental agencies in minority communities; the mission of the Bastrop Diversity, Equity and Inclusion Board will serve as a bridge between the community and city government to identify areas where there is a noticeable lack of diversity, equity, and inclusion in city services and local government, and work to ensure long term equitable access and inclusion of opportunities, benefits, and resources for all City of Bastrop Residents.





01

ROLE OF BOARD

Serve as an advisory board to the city and council to identify biases and barriers to diversity equity, and inclusion in our community; and make recommendations to ensure equitable access is available to all residents

02

BOARD COMPOSITION

Members shall representative of the community included but not limited to race, gender, gender identity or expression, and disability. Appointed members must be registered voters and live inside the city limits or statutory ETJ, or provide a meaningful service to the city.

DUTIES AND RESPONSIBILITIES

EXAMINE

PRACTICE AND
PROCEDURES TO
IDENTIFY STRATEGIES
TO MEET THE NEEDS OF
ALL RESIDENTS



REVIEW

AND RECOMMEND
AMENDMENTS THAT
INCORPORATE VALUES
OF DIVERSITY, EQUITY,
AND INCLUSION IN THE
COMPREHENSIVE
IMPROVEMENT PLAN



CREATE

STRATEGIES TO
DISTRIBUTE
INFORMATION GO
MINORITIES IN
CULTURALLY
APPROPRIATE WAYS



RECOMMEND

AN ENGAGEMENT PLAN TO
INCLUDE PLANNING OF
COMMUNITY GATHERINGS,
AND CULTURAL
CELEBRATIONS IN
PARTNERSHIP WITH
COMMUNITY GROUPS AND
ORGANIZATIONS



GOALS OF THE BOARD

Create dialogue between local government, the city,
and community

Create strategies for local government to better
engage, celebrate, and promote the efforts of minority
residents

Make recommendations to local government and
community leaders on ways to improve disparities for
minority residents

GOALS OF THE BOARD

Strategize and make recommendations to improve marketing across all demographics

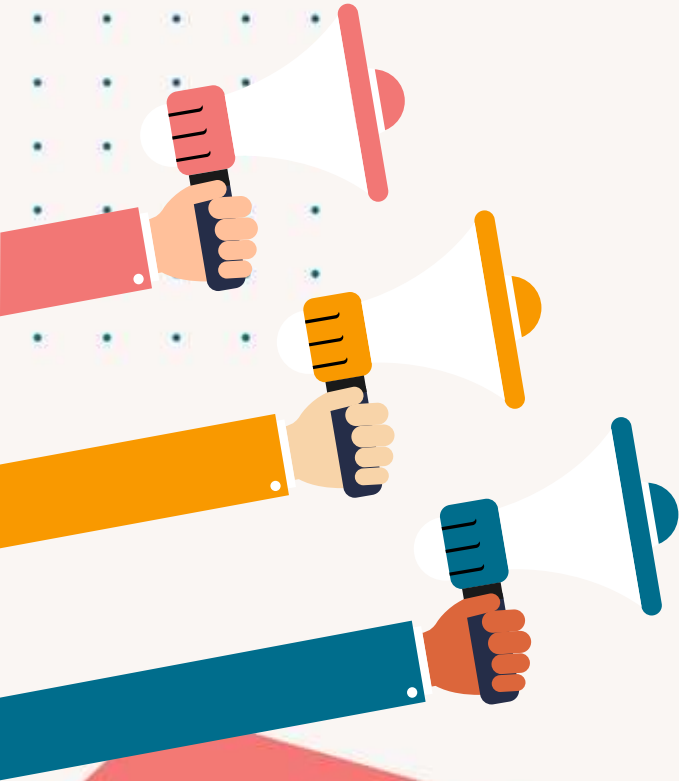
Build relationships and partnerships that support minority business, workforce development and multicultural events.

GOALS OF THE BOARD

Break Silos

Encourage and Promote Minority Engagement

Support Positive Community Policing





INITIAL BOARD MEMBERS

Sheila Lowe

Sumai Lokumbe

Aimee Cook

Reverend Arthur Banks

Jennifer (Jennie) Olsen McEwan

Carly Bartee

Christopher Higgins



“I believe in active citizenship, for men and women equally, as a simple matter of right and justice. I believe we will have better government in all of our countries when men and women discuss public issues together and make their decisions on the basis of their different areas of experience and their common concern for the welfare of their families and their world”

Former First Lady Eleanor Roosevelt

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THANK YOU!

End of Presentation

Diversity, Equity, and Inclusion Advisory Board

Implementation Plan

Creating Opportunity for our local government to better connect with its community

OVERVIEW

The purpose of creating a Diversity, Equity, and Inclusion Advisory Board for the city is to provide a means to continuously assess the current state of diversity and inclusion in the City of Bastrop and working with residents and community organizations to draft plans of action that improve quality of life for all citizens.

- **Role of Board** – Serve as an advisory board and resource to local government on issues pertaining to diversity, equity, and inclusion. The board will engage citizens, businesses, schools, and community organizations to identify biases and barriers to diversity, equity, and inclusion in our community, and make recommendations to the city council on opportunities that ensure equitable access to opportunities, benefits, and resources for all city of Bastrop residents.
- **Board Composition** – Board members shall be appointed by the mayor and approved by City Council. Members appointed should be representative of the community's diversity in age, race, gender identity, sexual orientation, religion, disability, education, business skills and life experiences.

The board may create sub-committee that include members of the public to address diversity, equity, and inclusion related subject matter and assist in planning and promotion of multi-cultural events having appointed a board member as the sub-committee chair by a majority of the board.

Individuals interested in serving on the board must complete the board application process during the annual application window, and/or doing periods of time where vacancies need to be filled. Applicants must live inside the city limits, ETJ, or provide a service to the city (i.e., business) and be a registered voter.

Board Charge at Formation - Establish a board chair, co-chair, and secretary; and review the Purpose, and Mission Statement, and objectives to ensure they are consistent with the vision and mission of the board; as well as define 5 key initiatives to be achieved within 12 months of formation. Decide when the board will meet and the time.

FOUNDATION OF THE BOARD

The boards goals are to promote and support initiatives to strengthen a multicultural and diverse community by working in partnership with local government and community stakeholders by:

- Creating dialogue in local government, the city, and community that provides education, understanding, and empathy for ongoing issues minorities face in diversity, equity, and inclusion in our society, in leadership, and in community partnerships.
- Creating strategies for local government to better engage, celebrate, and promote the efforts of minority residents, by encouraging participation from minorities in local government, city initiatives, and city events.
- Making recommendations to local government and community leaders on ways to improve disparities in health outcomes, education, employment opportunities, and in policing minority communities.
- Strategizing and make recommendations to improve marketing efforts to ensure the messaging of Bastrop is reflective of inclusivity across all demographics and is more representative of diversity in our community; and
- Build partnerships to support minority business, workforce development and multicultural events.
- Break silos in the community and in organizations that engage the community, through initiatives that promote unity and healing.
- Work to encourage and promote minority engagement in local government through volunteerism.
- Work the community task force on positive community policing in minority areas of the community.

PURPOSE AND MISSION STATEMENT

Board Purpose

The Bastrop Diversity, Equity and Inclusion Advisory Board will serve as a community led initiative working together in partnership with the Bastrop City Council and the community, to identify areas of improvement in local government, and city services in areas where a lack of diversity, equity, and inclusion exist, to ensure equitable access and inclusion of opportunities, benefits, and resources are available to all City of Bastrop Residents to ensure the City of Bastrop is recognized as one that publicly acknowledges the importance of equality in our city, and strives to build communities that are free from all forms of discrimination included but not limited to race, gender, religion, age, gender identity or expression, and disability.

Board Mission Statement

In acknowledging the history of discrimination and the impact of discriminatory belief systems that have negatively impacted upward mobility and equality for minorities in our nation, thereby creating a distrust of governmental agencies in minority communities; the mission of the Bastrop Diversity, Equity and Inclusion Board will serve as a bridge between the community and city government, building trust in the cities commitment to improving quality of life for minority communities, by identifying areas where there is a noticeable lack of diversity, equity, and inclusion in city services and local government, to ensure long term equitable access and inclusion of opportunities, benefits, and resources for all City of Bastrop Residents.

CHARGE OF THE BOARD

Powers and Duties of the Board Shall be as Follows:

- Examine practice and procedures of the city of Bastrop to identify strategies to create processes and services that recognize the needs and differences of all who live, work, and visit Bastrop.
- Review and recommend amendments that incorporate the values of diversity, equity, and inclusion into the city of Bastrop's comprehensive plan.
- **Draft a Board Work Plan** that includes but is not limited to the following:
 - Engagement in activities forums, community gatherings, and events that promote mutual understanding, as well as encourage residents to connect with one another.
 - Create strategies to distribute information to people of different cultures in culturally appropriate ways.
 - Work with the City Manager to periodically conduct surveys when needed to gain feedback from the community in underserved areas.
 - Identify opportunities that where city focused budget and funding are needed to improve quality of life for marginalized communities; and
 - Work with the city to ensure that traditionally underserved populations are engaged thru public input sessions around master planning

Rules of Procedure for the City Council and Boards & Commissions

<https://www.cityofbastrop.org/page/open/7655/0/RESOLUTION%20NO.%20R-2020-58%20AMENDING%20CITY%20COUNCIL%20RULES%20OF%20PROCEDURES.pdf>

BASTROP DIVERSITY AND INCLUSION TASK FORCE BOARD RECOMMENDATION AND ITEMS FOR BOARD CONSIDERATION

1. Promotion of Minority Business and Entrepreneurs

- a. Minority Exposition Event to increase exposure for minority on businesses, artist, products, and service to the public and procurement.
- b. Partner with the area Chambers of Commerce and Bastrop Economic Development Corporation to host workshops for minority owned businesses.

2. Promotion of Workforce Diversity

- a. Educate minority businesses on opportunities and resources available for government contracting.
- b. Improve employment and workforce recruitment in minority communities.
- c. Improve trade and training opportunities in minority communities.

3. Promotion of Multicultural Events and Area Businesses

- a. Improve and increase city support of multicultural events;
- b. Build relationships with organizations to increase awareness and acknowledgement of our community's diverse historical heritage;
- c. Work with organizations to increase minority engagement and participation in all community events and programming.
- d. Work with main street advisory board, area chambers of commerce and visit Bastrop to seek ways in minority participation in local retail, restaurants, and hotels services.

BASTROP DIVERSTY AND INCLUSION TASK FORCE BOARD MEMBER APPOINTMENT RECOMMENDATIONS

Sheila Lowe (City Resident)

sheilaylowe@gmail.com

512 297-4732

Sumai Lokumbe (City Resident)

sumaiblokumbe@gmail.com

512 718-9350

Aimee Cook (City Resident)

aimeecook226@gmail.com

512 934-7229

Reverend Arthur Banks (City Resident – Mount Rose)

drart6651@gmail.com

253 255-2721

Jennifer (Jennie) Olsen McEwan (Tough Cookie - Downtown)

jenknee77@yahoo.com

512 549-9916

Carly Bartee

carlybartee@gmail.com

832 859-0790

Christopher Higgins (Barber Shop Downtown)

mrchubbz512@gmail.com

Maria Montoya (City Resident) – Head of Cultural Arts Board would be happy to help as a resource for cultural arts and education serving on a sub-committee

Ryan Holiday (City Resident/Store Owner) - Would be happy to help as a resource and/or serve on a sub-committee

Catina Higgins White (City Resident) - Would be happy to help as a resource and/or serve on a sub-committee

Cynthia Sanders Meyers (City Resident) - Would be happy to help as a resource and/or serve on a sub-committee