



**AGENDA
ELGIN CITY COUNCIL
REGULAR MEETING
TUESDAY, MARCH 1, 2016
CITY ANNEX COUNCIL CHAMBERS, 310 NORTH MAIN STREET
7:00 PM**

CALL TO ORDER

INVOCATION

Recess REGULAR MEETING and call to order PUBLIC HEARING

PUBLIC HEARING

None

Close PUBLIC HEARING and Reconvene REGULAR MEETING

PUBLIC COMMENT

Individuals may request to speak on items on the agenda, and items not on the agenda, by requesting to speak during the meeting and under "PUBLIC COMMENT" and will be required to fill out a "PUBLIC COMMENT FORM" and present it, along with any material, handouts or information for Council, to the City Secretary prior to commencement of the Council meeting. Speaker comments are limited to three (3) minutes.

No formal action can be taken by the City Council on items not posted on the agenda. Items requiring a Public Hearing will allow a member of the public an opportunity to speak during the Public Hearing and does not require submission of a "PUBLIC COMMENT FORM". Speakers must address their comments to the Mayor or Presiding Officer rather than to an individual Council Member or member of Staff. All speakers must limit their comments to the specific subject matter noted on the "PUBLIC COMMENT FORM" and refrain from personal attacks or derogatory comments directed at any Council Member, member of Staff, other individual or group.

PRESENTATIONS

1. Recognition of service to Chris Cannon.
Kerry Lacy, City Manager
Marc Holm, Mayor
2. Employee of the First Quarter 2016
Kerry Lacy, City Manager
Sandy Ott, Library Director

REPORTS

1. Monthly Department Reports for January 2016
Kerry Lacy, City Manager

CONSENT AGENDA

All of the items on the consent agenda are considered to be self-explanatory by the Council and will be enacted with one motion, one second, and one vote. There will be no separate discussion of these items unless a council member removes an item from the Consent Agenda and places it on the New Business section for Discussion and action.

1. Approval of minutes of the regular council meeting February 2, 2016.
Kerry Lacy, City Manager
Lucretia Alvarez, City Secretary
2. Approval of the First Amendment to the Interlocal Agreement between the City of Elgin and Dallas County Schools to enforce and administer the automated school bus safety/stop arm enforcement program to increase from 12.5% to 20% of all monies collected for paid violations of the Ordinance exclusive of any such collection charge.
Kerry Lacy, City Manager
3. Approval of open container ordinance waiver from Friends of the Elgin Parks in for the annual Music in the Park series in Veterans' Memorial Park on April 1, April 8, April 15, April 22, and April 29, 2016 from 4:00 p.m. until 10:00 p.m.
Kerry Lacy, City Manager
Michael Gonzalez, Parks and Recreation Director
Kay Queen, Friends of Elgin Parks President
4. Approval of open container ordinance waiver request from Drive-a-Senior for the annual Taste the Town on Main Street from Second Street to Brenham Street on Thursday, May 5, 2016 from 5:30 p.m. until 9:00 p.m.
Kerry Lacy, City Manager
Lucretia Alvarez, City Secretary

UNFINISHED BUSINESS

None

NEW BUSINESS

1. Discussion and action to consider authorizing the Mayor to sign a Quitclaim Deed for the road platted through 116 Carver Street, Elgin, Texas, Bastrop County.
Kerry Lacy, City Manager
Gary N. Cooke, Planning and Development Director
2. Discussion and action to consider authorizing the Mayor to sign a Quitclaim Deed for the road platted through 117 Washington Street, Elgin, Texas, Bastrop County.
Kerry Lacy, City Manager
Gary N. Cooke, Planning and Development Director
3. Discussion and action to consider authorizing the Mayor to sign a Quitclaim Deed for the road platted through 119 Washington Street, Elgin, Texas, Bastrop County.
Kerry Lacy, City Manager
Gary N. Cooke, Planning and Development Director

4. Discussion and action to award a contract to the low bidder, Whitestone Civil Construction, LLC, in the amount of \$73,535.00 for the Elgin Business Park Wastewater Improvements construction project and authorize the City Manager to fund the project from the Sewer Impact Fee Fund.
Kerry Lacy, City Manager
Doug Prinz, Utility Director
Beau Perry, City Engineer
5. Discussion and action to consider approval of the proposed 2016 Street Resurfacing Chip Seal program and the proposed 2016 Storm Water Drainage Improvement Program.
Kerry Lacy, City Manager
Joe Parton, Director of Public Works
6. Discussion and action to award the selection of a management services firm for 2015-2016 Community Development Block Grant Program Community Development Fund contract No. 7215151.
Kerry Lacy, City Manager
Sydney Laquey, Finance Director
Amy Miller, Community Development Director
Doug Prinz, Utilities Director
7. Discussion and action to consider a resolution authorizing the submission of a Texas Community Development Block grant (TXCDBG) program application to the Texas Department of Agriculture for the disaster relief fund; and authorizing the mayor or the city manager to act as the city's executive officer and authorized representative in all matters pertaining to the city's participation in the Texas Community Development Block Grant program.
Kerry Lacy, City Manager
Sydney Laquey, Finance Director
Amy Miller, Community Development Director
Laura Schwartz, Purchasing Agent / Finance Administrator
8. Discussion and action to consider an Ordinance declaring Unopposed Candidates in the May 7, 2016 City of Elgin General Election elected to office, and Canceling the General Election.
Kerry Lacy, City Manager
Lucretia Alvarez, City Secretary

EXECUTIVE SESSION

The City Council may announce that it will adjourn the public meeting at any time during the meeting and convene in Executive Session pursuant to Chapter 551 of the Texas Government Code to discuss any matter as specifically listed on the agenda and/or as permitted by Chapter 551 of the Texas Government Code.

Recess the Regular Council meeting and call to order Executive Session in a closed session.

None

Adjourn Executive Session and call public back in to Reconvene Regular Council meeting.

RECONVENE

The City Council will return to open session for possible discussion and action as a result of the Executive Session.

ANNOUNCEMENTS

ADJOURNMENT

NOTICE

Notice of Assistance at Public Meetings, the City of Elgin is committed to compliance with the Americans with Disabilities Act. Elgin City Hall and Council Chambers are wheelchair accessible and special marked parking is available. Persons with Disabilities who plan to attend this meeting and who may need assistance are requested to contact the City Secretary's Office at (512) 281-5724. Please provide forty-eight hours notice when feasible.

I, Lucretia Alvarez, City Secretary for the City of Elgin, hereby certify this notice was posted at the City Hall Annex of the City of Elgin, Texas on or before the 26th day of February before 5:00 p.m. in accordance with Chapter 551 of the Texas Government Code.

Lucretia Alvarez
Lucretia Alvarez, City Secretary



COUNCIL MEETING: March 1, 2016

ITEM: 1. Recognition of service to Chris Cannon.

RESOURCE PERSON(S): Kerry Lacy, City Manager
Marc Holm, Mayor

SUMMARY: Chris Cannon was elected to represent Ward 3 in 2009 has served six and a half years on the city council, two and a half of those years as Mayor Pro-Tem. He has also served on the Economic Development Board, the Elgin Kiwanis Club, and the Chamber of Commerce Board.

RECOMMENDATION(S): Presentation and photo.

ATTACHMENT:



COUNCIL MEETING: March 1, 2016

ITEM: 2. Employee of the First Quarter 2016

RESOURCE PERSON(S): Kerry Lacy, City Manager
Sandy Ott, Library Director

SUMMARY: Melissa Lipiec has been nominated by her peers to be the Employee of the First Quarter 2016.

RECOMMENDATION(S): It is recommended that Melissa Lipiec be congratulated for her contributions to the Planning and Zoning and Water Utilities Departments.

ATTACHMENT: 1-Congratulations letter Employee of the 1st quarter 2016



February 16, 2016

Ms. Melissa Lipiec
Planning and Zoning & Water Utilities Administrative Assistant

Dear Melissa,

Congratulations! You have been selected as the Employee of the Quarter for the 1st Quarter of 2016. The Employee Awards Committee selected you for the following reasons: Three fellow employees nominated you for the following reasons.

1. Hard worker and very quick to pick up on things. Has done a wonderful job in the department willing to help out anyone of the employees with any questions or problems they have. Great customer service and works very well with others.
2. I nominate Mellissa Lipiec for being one of the most impressive employees I have known. She is more than an asset; she has become indispensable to the planning department, code enforcement and handling citizen questions and complaints. We are very thankful to have Mellissa on board, a pleasure to work with.
3. Most employees here have known and probably worked with Melissa in one capacity or another and know her to be friendly and very upbeat all of the time. This is a quality that is rare and I find it to be quite contagious. Since I have had the great opportunity to steal her from the library (sorry Sandy) she has brought what I consider a new life to my department, her high energy level tends to energize her fellow employees here. In the six months she has been here she has revamped our SOP by improvement in communication between employees and the public, changing our filing, mapping, work order, purchasing and tracking code enforcement issues. Melissa learns so quickly she can now communicate subdivision, zoning, floodplain, building and code issues with anyone with little or no assistance and always asks when she need it. Melissa does all of this while having to spend a huge amount of time on the phone and answering a huge volume of e-mail requests. She has to attend all after hour planning and zoning, board of adjustments and building standards committees. Last but not least remember she is also Doug Prinz's assistant in the utility maintenance department. -- Gary N. Cooke

As Employee of the Quarter you may choose one day of paid leave, which needs to be taken within the next thirty days, or \$100 less payroll deductions. Please let your supervisor and Finance Department know if you select the day off or the cash option. Please plan to attend the City Council meeting on Tuesday, March 1, 2016 at 7 pm where Mayor Marc Holm will present a Certificate of Appreciation to you. Each Employee of the Quarter will be considered for Employee of the Year.

Thank you for your service to the City of Elgin.

Sincerely,

Kerry Lacy
City Manager

cc: Laura Schwartz, Assistant to Finance Director
Buck LaQuey, Finance Director

P.O. Box 591 310 North Main Elgin, Texas 78621 Phone 512.281.5724



COUNCIL MEETING: March 1, 2016

ITEM: 1. Monthly Department Reports for January 2016

RESOURCE PERSON(S): Kerry Lacy, City Manager

SUMMARY: Monthly Department Reports for January 2016 are for Council information only and no action is required.

RECOMMENDATION(S): NA

ATTACHMENT:

- 1-Community Development Monthly Report
- 2-Main Street Monthly Report
- 3-Municipal Court Monthly Report
- 4-Library Monthly Report
- 5-Building, Development and Code Enforcement Monthly Report
- 6-Public Works Monthly Report
- 7-Parks and Recreation Monthly Report
- 8-Utility Billing Monthly Report
- 9-Police Department Monthly Report
- 10-EEDC Monthly Report
- 11-Water and Wastewater Monthly Report



MEMORANDUM

To: Kerry Lacy, City Manager
From: Amy Miller, Community Development Director
Date: February 10, 2016
RE: Community Development Department Report January 2016

Projects

- Met with potential buyers and realtors for properties downtown.
- Met with Property owners about renovation plans and possible tenants.
- Met with new business owners discussed downtown promotional events, advertising opportunities, etc.
- Conducted RFP process for CDBG Utility Line Grant.
- Reviewed bid document requirements for TCF sidewalk grant.
- Shop Elgin First joint shop local campaign with EDC and Chamber, weekly ads and editorial.
- Began developing an update for the Open Space, Parks & Recreation Master Plan and a Community Parks and Recreation Needs survey.
- Continued work on a plan and cost estimates for holiday lighting in 2016 with Parks & Recreation Department.
- FM 1100 CAMPO grant follow-up.
- Met with Department of Transportation to review ADA ramp work planned for downtown area.
- Planned Walk or Bike to School Days for March April and May.
- Reviewed new development needs in the downtown district and the pending utility demands related to available service in the downtown area with the Utility Director.
- Developed plan for Community Clean up days in 2016.
- Provided Main Street updates to Elgin Kiwanis Capital Area Municipal Clerks Association.
- Developed editorial plan for spring issue of Downtown 78621.
- Worked with EISD on Farm to School grant planning initiative.
- Marketing coordination and support for Sip Shop and Stroll, Thursday 10 from 5-8 downtown
- City of Elgin E-News
- Facebook Pages: City of Elgin, Visit Elgin, Envision Elgin

Boards & Committees, Seminars

CAMPO Technical Advisory Committee

Historic Review Board

Main Street Board

Promotion Tourism Committee

Organization Committee

Clean Air Coalition Advisory Committee

Ed Shift Conference

Envision Elgin

Upcoming Events

Sip Shop & Stroll February 11 from 5-8 downtown

Valentine's weekend restaurant and store specials

Super Hero Fun Run 5K benefitting JDRF Saturday, March 5

March 5, Texas Independence Day celebration

Sip Shop and Stroll March 10 from 5-8 downtown



MONTHLY ACTIVITY REPORT

For the local program, monthly reports are a way to track and document progress of both the program and the downtown revitalization effort. It is also an effective tool to use for updating the board on the program's overall activities and for communicating your progress to stakeholders, such as City Council and other funding entities. For the state office, monthly reports help us provide more direct and effective services by giving us a way to spot trends, challenges, issues etc. The report should reflect BOTH the work of staff and volunteers. While not all programs use the traditional four-committee structure any longer, the work of all programs should still be able to be reflected in the four-point categories below.

The Monthly Report is **due by the 10th of each month**. Please use electronic version, type or print legibly. Please use this electronic version and email to mainstreet-reports@thc.state.tx.us.

CITY: ELGIN

MONTH/YEAR: January 2016

DATE SUBMITTED: 2-10-2016

1. Updates on Projects, Activities for the month.

MAIN STREET BOARD: *(After typing, TAB to the next cell)*

Meeting Dates:	Update on projects or activities
January 21, 2016	Held planning retreat with Debra Farst, State Main Street Coordinator. Developed targeted work plan goals reviewed mission and vision statements.
	Shop Elgin First – local shopping program with EDC and Chamber

ORGANIZATION: *(After typing, TAB to the next cell)*

Meeting Dates:	Update on projects or activities
January 8, 2016	Planned editorial and editorial calendar for Spring 2016 issue. Issue to spotlight music series, Pearls of Youth art show, art studio tour and the new business developments in the community. Provided a “what is Main Street and Main Street in Elgin” presentation for the Capital Area Municipal Clerks Association. Speaker for the Elgin Kiwanis Club to share an update on Main Street and developments in the downtown district.

PROMOTION:

Meeting Dates:	
January 7, 2016	Plans for Valentine’s day celebrations downtown. Provided promotional support for business promotions such as Lunchbox crafts with G&M Dry goods, Valentine’s Dinner with Elgin Local Goods. Texas Independence Day celebration for Saturday March 5 where businesses bring in craft / artists demonstrations and or feature vintage and Texana products. Cooperative advertising program under discussion with The Owl as lead facilitator. Visited Clifton with volunteers from the Elgin Historical Association, met with Clifton Main Street Manager.

DESIGN:

January	Met with two firms to determine cost estimates for new holiday lights for 2016. Completed inventory of lighted items. Developed lighting plan for Veterans memorial Park, City Hall Library Complex and Fleming Community Center. Reviewed utility service needs for new loft developments downtown, met with Utility director to trouble shoot future demand and service availability. Worked with TXDOT on plans for ADA ramp work in the downtown area. Construction to begin in March. Worked with TRC and Public works to review the TCF sidewalk plans for the downtown area, construction to begin in May.

ECONOMIC RESTRUCTURING:

Meeting Dates:	Update on projects or activities
January 21, 2016	Worked with Property owners who are using franchise tax credit program. Welcomed new Economic Development Director, Owen Rock, and helped host reception for him. Business openings in January: A Flower Connection and Elgin Music Company. Property closings in January: Mr. Catfish, 103 North Main Street and 109 South Avenue C Pending property closings: City Café 19 North Main Street under contract, 109 Central Avenue old Southside BBQ under contract. Shop Elgin First campaign, weekly ads and editorial in cooperation with EDC and Chamber

2. Program Commentary *(list critical issues, problems, and successes/completed projects of the past month):*
State Franchise Tax credit program, working with property owners as they navigate this process and helping find information for them about this fairly new process.
3. Outlook. *Goals and challenges; plans for upcoming major projects such as public improvements etc.:*
4. Suggestions for Texas Main Street Center *(list suggestions on services or training topics; new resources; questions):*
Need to provide more resources about the Tax credit program and the many steps required to complete it from start to finish.
5. Main Street in the News. *If your programs or its activities have been spotlighted in press coverage during the month, please provide a link here. If there is a newsworthy event or announcement that would be appropriate for the Main Street Matters e-newsletter, please email mainstreet-reports@thc.state.tx.us with the information. Please provide event information as many months in advance as possible.*
Sip Shop and Stroll: January 14, 2016 the second Thursday of each month. Sip a little wine and shop as you stroll through the stores in Historic Downtown Elgin. You will find diverse merchandise, eclectic decor, artwork by local artists and live music in many of the venues.

February 11 Sip Shop and Stroll:

Sip a little wine and shop as you stroll through the stores in Historic Downtown Elgin. You will find diverse merchandise, eclectic decor, artwork by local artists and live music in many of the venues.

March 5, Texas Independence Day Celebration

Stores are working together to host artists creating work of the era like Nancy Lou Webster with Treenware. And planning to have specials and displays featuring vintage items. American Legion planning pioneer cocktails.

March 11 Sip Shop and Stroll:

Sip a little wine and shop as you stroll through the stores in Historic Downtown Elgin. You will find diverse merchandise, eclectic decor, artwork by local artists and live music in many of the venues.

Every Friday in April Music in the Park

Enjoy live music in downtown Veterans Memorial Park, bring your own picnic or enjoy dinner specials at downtown restaurants. Local and Austin area bands.

OFFICE OF COURT ADMINISTRATION

TEXAS JUDICIAL COUNCIL



OFFICIAL MUNICIPAL COURT MONTHLY REPORT

Month January

Year 2016

Municipal Court for the City CITY OF ELGIN

Presiding Judge Larry Dunne

If new, date assumed office

Court Mailing Address P.O. BOX 591

City ELGIN

, TX Zip 7-8621

Phone Number (512) 281-0318

Fax Number

Courts Public Email

Court's Website

THE ATTACHED IS A TRUE AND ACCURATE REFLECTION OF THE RECORDS OF THIS COURT

Prepared by Yadira Duque

Date Feb 12, 2016

Phone Number (512) 281-0318

PLEASE RETURN THIS FORM NO LATER THAN 20 DAYS FOLLOWING THE END OF THE MONTH REPORTED TO:

OFFICE OF COURT ADMINISTRATION

P O BOX 12066

AUSTIN, TX

CRIMINAL SECTION

City of CITY OF ELGIN

Month January Year 2016

	Traffic Misdemeanors			Non-Traffic Misdemeanors		
	Non-Parking	Parking	City Ordinance	Penal Code	Other State Law	City Ordinance
1. Total Cases Pending First of Month:	12,771	12	0	0	2,486	21
a. Active Cases	8,825	10	0	0	1,242	5
b. Inactive Cases	3,946	2	0	0	1,244	16
2. New Cases Filed	194	0	0	0	53	2
3. Cases Reactivated	19	0	0	0	11	0
4. All Other Cases Added	0	0	0	0	0	0
5. Total Cases on Docket	9,038	10	0	0	1,306	7
6. Dispositions Prior to Court Appearance or Trial						
a. Uncontested Dispositions	86	0	0	0	15	0
b. Dismissed by Prosecution	3	0	0	0	4	0
7. Dispositions at Trial:						
a: Convictions						
1) <i>Guilty Plea or Nolo Contendere</i>	8	0	0	0	7	1
2) <i>By the Court</i>	0	0	0	0	0	0
3) <i>By the Jury</i>	0	0	0	0	0	0
b: Acquittals:						
1) <i>By the Court</i>	0	0	0	0	0	0
2) <i>By the Jury</i>	0	0	0	0	0	0
c. Dismissed by Prosecution	1	0	0	0	0	0
8. Compliance Dismissals:						
a: After Driver Safety Course	13					
b: After Deferred Disposition	1	0	0	0	0	0
c: After Teen Court	0	0	0	0	0	0
d: After Tobacco Awareness Course					0	
e: After Treatment for Chemical Dependency				0	0	
f: After Proof of Financial Responsibility	2					
g: All Other Transportation Code Dismissals	0	0	0	0	0	0
9. All Other Dispositions	11	0	0	0	4	2
10. Total Cases Disposed	125	0	0	0	30	3
11. Cases Placed On Inactive Status	28	0	0	0	21	0
12. Total Cases Pending End of Month:	12,840	12	0	0	2,509	20
a: Active Cases	8,885	10	0	0	1,255	4
b: Inactive Cases	3,955	2	0	0	1,254	16
13. Show Cause Hearings Held	7	0	0	0	2	1
14. Cases Appealed:						
a: After Trial	0	0	0	0	0	0

JUVENILE / MINOR ACTIVITY

Court CITY OF ELGIN		TOTAL
Month January	Year 2016	
1. Transportation Code Cases Filed		3
2. Non-Driving Alcoholic Beverage Code Cases Filed		0
3. Driving Under the Influence of Alcohol Cases Filed		0
4. Drug Paraphernalia Cases Filed		1
5. Tobacco Cases Filed		0
6. Failure to Attend School Cases Filed		0
7. Education Code (Except Failure to Attend) Cases Filed		0
8. Violation of Local Daytime Curfew Ordinance Cases Filed		0
9. All Other Non-Traffic Fine-Only Filed		3
10. Transfer to Juvenile Court:		0
a. Mandatory Transfer		
b. Discretionary Transfer		0
11. Accused of Contempt and Referred to Juvenile Court (Delinquent Conduct)		0
12. Held in Contempt by Criminal Court (Fined and/or Denied Driving Privileges)		0
13. Juvenile Statement Magistrate Warning:		0
a. Warnings Administered		
b. Statements Certified		0
14. Detention Hearings Held		0
15. Orders for Non-Secure Custody Issued		0
16. Parent Contributing to Nonattendance Cases Filed		0

ADDITIONAL ACTIVITY

Court CITY OF ELGIN		Number Given	Number Requests For Counsel
Month January	Year 2016		
1. Magistrate Warnings:			
a. Class C Misdemeanors		15	
b. Class A and B Misdemeanors		17	12
c. Felonies		6	6
			TOTAL
2. Arrest Warrants Issued:			
a. Class C Misdemeanors			51
b. Class A and B Misdemeanors			1
c. Felonies			2
3. Capiases Pro Fine Issued			18
4. Search Warrants Issued			0
5. Warrants for Fire, Health and Code Inspections Filed			0
6. Examining Trials Conducted			0
7. Emergency Mental Health Hearings Held			0
8. Magistrate's Orders for Emergency Protection Issued			0
9. Magistrate's Orders for Ignition Interlock Device Issued			0
10. All Other Magistrate's Orders Issued Requiring Conditions for Release on Bond			0
11. Driver's License Denial, Revocation or Suspension Hearings Held			0
12. Disposition of Stolen Property Hearings Held			0
13. Peace Bond Hearings Held			0
14. Cases in Which Fine and Court Costs Satisfied by Community Service:			
a. Partial Satisfaction			0
b. Full Satisfaction			0
15. Cases in Which Fine and Court Costs Satisfied by Jail Credit			11
16. Cases in Which Fine and Court Costs Waived for Indigency			0
17. Amount of Fines and Court Costs Waived for Indigency			\$0.00
18. Fines, Court Costs and Other Amounts Collected:			
a. Kept by City			\$13,515.07

Library Report for January 2016

Circulation is down from the previous year by 5%.

Collection size has increased to 39,388 items. This includes materials in the library plus online eBooks and eAudiobooks available through One Click Digital.

A Friend of the Elgin Library Literary Event with John Spong, Senior Editor of Texas Monthly, was well attended and very enjoyable.

Grants: We learned through the Bastrop County Historical Commission that the Bastrop County libraries will participate with Texas Archive of the Moving Image (TAMI) in a Texas Film Round-Up March 1-12. Residents can drop off their films and videotapes for a free digitization program. TAMI will have a screening event to kickoff the Round-Up, tentatively planned at the Bastrop Opera House.

Programs: In addition to the regular programming, we celebrated National Soup Month with 2 lunches on January 12 and 26. The Texas Bluebonnet Award programs for homeschool and charter school pupils were implemented by Library Clerk Dolores Hernandez. The awards finale included the families with a meal and musical program by Jessica Hernandez, a music therapist. She talked about the type of music that was in several of the Texas Bluebonnet Reading List.

Technology: We learned that the router we had a bid for through the E-Rate Discount (80%) is superseded and we need permission from E-Rate to purchase a different model in its place. The vendor said it can take up to two months to get the approval. We will replace the network router and switch plus add uninterruptable power sources (UPS) to the computers.

Categories	Units	Jan. '15	Jan. '16	Fiscal YTD'15	Fiscal YTD '16
Total Circulation		7,649	7,280	30,980	28,260
+ or - Same month previous year	Percent	4.5%-	5%-		
Additions					
Interlibrary Loans	Each	1	0	7	5
New Patrons	Each	113	90	337	298
Collection					
Items Added	Each	339	258	1,336	2,514
Items Withdrawn	Each	374	310	1,176	746
Total Collection	Each	37,963	39,388	37,963	39,388
General Statistics					
Gate Count		4,425	3,749	16,456	15,766
Hours Open	Each	168	178	629	647
Library Tours	Each	1	0	1	0
Program Visitors	Each	472	408	2,192	2,042
Public Computer Use	Hours	695	557	2,436	2,232
Patrons using computers	Each	637	821	2,348	3,499
Volunteer Hours	Each	352	96	1,467	495
Receipts					
		\$1,626	\$1,159	\$5,119	\$5,067
Civic Center Use					
City	Each	2	3	11	10
Library	Each	12	14	50	49
Public Rental	Each	4	3	8	16
Other - not for profit	Each	11	10	34	36
Total Civic Center Use		29	30	103	111

Monthly Report to Administrative Manager
Building Department
For the Month of January 2016

Type of Inspections	Jan-15	Jan-16	Fiscal Yr. To Date	Calendar Yr. To Date
Building	35	33	132	33
Electrical	42	26	114	26
Plumbing	36	46	119	46
Gas	23	17	80	17
Mechanical	14	17	60	17
TOTAL	150	139	505	139
Building				
Permits	18	20	60	20
Value	\$ 1,732,135.00	\$ 998,658.42	\$ 3,336,286.30	\$ 998,658.42
Fees	\$ 12,302.40	\$ 7,667.10	\$ 19,526.70	\$ 7,667.10
Electrical				
Permits	30	12	35	12
Fees	\$ 5,342.50	\$ 1,762.50	\$ 5,862.50	\$ 1,762.50
Plumbing				
Permits	19	10	29	10
Fees	\$ 3,575.00	\$ 1,715.00	\$ 4,875.00	\$ 1,715.00
Gas				
Permits	18	8	25	8
Fees	\$ 1,935.00	\$ 1,120.00	\$ 3,302.50	\$ 1,120.00
Mechanical				
Permits	21	4	22	4
Fees	\$ 3,417.50	\$ 515.00	\$ 3,310.00	\$ 515.00
Total All Fees	\$ 26,572.40	\$ 12,779.60	\$ 36,876.70	\$ 12,779.60

**January 2016
Building Permits**

Number of Permits		Type/Classification	Permit Fees		Valuation	
Jan-15	Jan-16		Jan-15	Jan-16	Jan-15	Jan-16
9	7	New Single Family	\$ 8,532.90	\$ 4,633.60	\$ 1,254,090.00	\$ 592,064.00
		New Duplex				
		New Manufactured				
		New Multi-Family				
1		New Commercial	\$ 2,245.00		\$ 328,000.00	
		New Industrial				
		New Swimming Pools				
		Moving Permit				
2	1	New Signs	\$ 319.00	\$ -	\$ 32,245.00	\$ 145.00
5	10	Residential	\$ 1,205.50	\$ 2,988.50	\$ 117,800.00	\$ 405,749.42
1	2	Non-Residential		\$ 45.00		\$ 700.00
0		Demolitions				
18	20		\$ 12,302.40	\$ 7,667.10	\$ 1,732,135.00	\$ 998,658.42
ZBOA Request		None				
Zoning Request		618 Hwy 95 Harkins Rezone rear portion of lot from R-1 to Industrial				
Code Enforcement	Active Jan 2015	Active Jan 2016	Closed Jan 2015	Closed Jan 2016		
Abandoned/Junked	2	3	2	3		
Animal Control				1		
Beer Permits						
Environmental		2	1	4		
Fire Code			7	2		
Health and Sanitation						
Illegal Signs			23	54		
Property Maintenance	1			1		
Unsafe Structures	3	1	1			
Water/Sewer			7	5		
Zoning	1		6	6		
Total	7	6	47	76		

*Zoning Board of Adjustments

Submitted By: Jim Cazares

Date: February 8, 2016

Public Works – January – 2016

Right of Way and Easement mowing and maintenance: On going

Drainage / Ditch Work:

400 Block of North Avenue F – Cleaned culvert and ditch.

500 East 8th Street – Cleaned ditch and replaced culvert.

East 10th Street – Cleaned ditch and replaced culvert.

Curb and Gutter Cleaning:

South Avenue A

Louise Street

North Avenue C

Dumped Debris Removal:

Right of Way Calvary Trail.

Right of Way Jim Dandy.

Brush on Lexington Road at Larson Lane.

Trees and Brush:

Removed down tree on Vicksburg Loop.

Removed down tree on South Avenue C.

Removed down tree on Lexington Road.

Trimmed low hanging limbs and brush on Van Buren Street.

Trimmed brush on Larson Street.

Signs:

Replaced 2 ea. 20 MPH signs – Monterrey Street.

Installed 4 ea. 30 MPH signs - South Avenue D.

Replaced Stop sign on South Avenue D.

Replaced 6ea No Parking signs on Lexington Road.

Replaced Stop sign MLK Street at Hall Street.

Replaced Stop sign MLK Street at East Alamo Street.

Replaced 2ea Stop signs East Alamo Street at Madison Street.

Miscellaneous:

Replaced light bulbs at Elgin Public Library parking lot.

Removed Holiday Banners and installed Downtown Banners.

Mowed Elgin Industrial Park right of way.

Moved ballfield dirt from Elgin Memorial Park to Thomas Memorial Park.

Saw cut utility cuts and failures on various streets throughout town.

Removed gravel from Shenandoah Soccer Field and returned to parking lot due to flood.

Crack Seal:

Placed 22,500 pounds of crack seal material on 16 different streets throughout town.

Elgin Public Library:

Painted restrooms and study rooms.

Joe Parten

Director, Public Works

City of Elgin

Michael Gonzalez
Parks and Recreation Program Manager
mgonzalez@ci.elgin.tx.us 512-285-6190



January Parks Summary 2016	
Facility	Number of uses
Park/ Pavilion Rental	2
Ball Field Rental	12
Fleming Community Center	40
Deposits	\$725.00

Projects/programs

Christmas tree recycling Program: The parks Department put the word out on Facebook and in the courier that we would be offering Christmas tree recycling. The department collected over 40 natural Christmas trees. The trees were mulched and used within our park system. Elgin Residents are welcome to get up to one yard of free pine mulch if they coordinate it with the department. Offering this program after Christmas keeps our city curbsides a little cleaner right after the holidays.

New Granite: The depot museum got a new layer of decomposed granite in the front and back of their building. The parks crew applied the material and graded it throughout the yard. They crew also fixed drainage problems in the depot museum yard to help with rain runoff.

Shenandoah Soccer Field Repairs: October flooding caused some damage to the Shenandoah soccer park. The Public Works Department assisted the Parks Department in removing several tons of road base from the soccer fields and returning the material to the parking lot, improving the playing surface of the fields. This was a huge help and we would not have been able to do it without the help and support of the Public Works Department.

Superhero Fun run: Set for March 5th. This is the second annual Superhero 5K in Elgin. Last year was a success and this year the parks department will be facilitating event In Veterans Park. Our Department will coordinate with the event organizer to make sure this event is another success for our community.

Goals for February 2015

- Program and advertise for Spring Break Activities
- Work on repairs to basketball court in Morris
- Program adult sports programs for spring

UTILITY BILLING 2015**January**

Billed out	\$370,171.67	
Past due notices	570	\$69,538.35
Work orders-Cut offs	93	
Disconnected for non pmt	89	
Extension to pay 1st	64	
Extension due for disconnect	5	
Meter tamper fee	1	
After Hour turn on	1	
Accounts set to final	5	for non pmt

*Submitted by:
Dodie Thomas
Utility Billing Supervisor
Customer Service/A/R Supervisor
512-285-5721 office*

Elgin Police Department
Monthly Report January 2016

CATEGORY	2016 January	2015 January	2014 January	2013 January	2012 January
Calls for Service					
Total Calls for Service	852	717	753	615	723
Police calls	654	523	534	462	490
Fire calls	53	51	44	37	31
Animal calls	73	66	93	51	23
Activity logs	64	64	67	61	177
City calls	8	13	15	4	2
Offense Reports					
Total Offense Reports	71	64	64	66	69
Active (Open) cases	32	17	13	16	21
Cases Inactivated	10	14	25	17	14
Cases Closed	1	5	2	3	0
Documentation (no crime)	1	0	0	3	6
Other	2	0	2	1	0
Unfounded	1	0	0	1	2
Referred to other agency	1	2	3	2	3
Citations					
Total Citations	356	184	482	129	184
Citations for violations	227	118	195	57	101
Warnings	129	66	287	72	83
Collisions					
Total Accidents	20	26	30	20	21
Major accidents (with injury)	1	2	3	2	2
Minor accidents (no injury)	13	23	18	13	15
Leaving the scene accidents	6	1	8	5	4
Alarms					
Business alarms	9	14	13	10	10
Residential alarms	9	17	3	5	8
Fire alarms	0	0	8	3	2
Arrests					
Felony arrests	4	4	3	8	5
Misdemeanor arrests	17	21	9	15	18
Other arrests	3	2	5	1	1
Animal Control					
Total Animal Control calls	73	57	80	51	23
Animal Cruelty calls	0	0	0	0	1
Canine Impounds	12	15	14	14	10
Feline Impounds	12	7	5	2	2
Citations issued	3	4	6	6	0
Bite Cases	2	1	1	1	2
Dead animal calls	2	3	7	5	3
Wildlife calls	2	1	3	0	3
Rabies cases	0	0	0	0	0
Rabies cases positive	0	0	0	0	0

TO: Elgin City Council and City Manager

RE: Economic Development Corp. Monthly Report by Owen Rock

Date: Tuesday, March 1, 2016 council meeting

- The majority of my time over the past month has been spent meeting with local business owners and regional partners
- Mayor Holm and myself met with Mark Lundgren to discuss Mark's future plans for the Cotton Oil Mill site.
- I had my first meeting with the Austin Chamber where the EDA presented their programs.
- I had my first meeting with Capital Area Economic Development District.
- I met with and joined the local Kiwanis Club.
- Sales tax allocations for February were down 7.14% from last February and they are down 1.79% for the calendar year.
- I attended the TEDC winter conference in Bastrop February 24-26.
- Bids were opened for the sewer extension for the business park. Bids ranged from \$703,535 to \$141,073

Please contact me if you need more information on any of these items

Owen Rock

Elgin Economic Development Corporation, Cell: 512-229-3226

Monthly Reports January 2016

Department 023 Water Treatment

Well # 10	4,966,000 Gallons
Well # 11	7,747,000 Gallons
Well # 14	0 Gallons
Well # 15	15,762,000 Gallons
Water loss due to leaks or flushing	300,000 Gallons
Total Water Pumped	28,175,000 Gallons

Chemicals Used

Chlorine	656 Pounds
Sequest	300 Pounds

Distribution Samples

Bacteriological Samples Taken	10
Average Chlorine Residual	1.89 mg/l
Violations	0

Department 024 Distribution

Line Repairs/New installations

Main Line Breaks	4
Service Line Breaks	8
Miscellaneous Repairs/Complaint Calls	10
New Connections/Taps	0
Installation of New Water Main	0

Department 026 Wastewater

Collections

Backups

Main Lines	1
Service Lines	8
After Hours Call-Outs	6

Line Repairs/New Installations

Curb Side Cleanout Caps Replaced	5
Curb Side Cleanouts Installed	1
Main Line Repairs	0
New Main Line Installed	0
New Taps Installed	1
Lines TV'd	5

CC 3/1/16 - Page 29

Lift Station Maintenance/Repairs

Hour Meter Reads/Daily Site Checks	9 Daily
Pumps Pulled	0
Pumps Installed	0
Pumps De-raged	3
Motors Pulled	0
Motors Installed	0
Electrical Issues (Repair/Replace Parts)	1
Floats Cleaned/Replaced	8
Grass/Weed Maintenance	0
After Hours Call Outs	5

Wastewater Treatment Plant**Maintenance/Repairs**

Pumps Pulled	2
Pumps Installed	1
Motors Pulled	2
Motors Installed	1
Control System/Electrical Repairs	3
Cleaned Wet Well Floats	1
Miscellaneous Repairs	12
After Hours Call-Outs	1

Chemicals Used

Alum/Gallons	8,000
Bleach 10%/ Gallons	2,000
Polymer/ 55 gallon drums	2

Monthly Plant Flows and Test Results

Minimum Daily Flow	568,400 Gallons
Maximum Daily Flow	825,300 Gallons
Average Daily Flow	650,900 Gallons
Total Monthly Flow	20,178,000 Gallons

Effluent DO (Dissolved Oxygen) Average	8.62
Effluent Chlorine Residual Average	1.72 mg/l
Effluent pH Average	7.2
Total Phosphorus Average	0.073
CBOD (Carbonaceous Biochemical Oxygen Demand) Average	1.67
TSS (Total Suspended Solids) Average	1.6
Ammonia/Nitrates Average	0.031

Remarks



COUNCIL MEETING: March 1, 2016

ITEM: 1. Approval of minutes of the regular council meeting February 2, 2016.

RESOURCE PERSON(S): Kerry Lacy, City Manager
Lucretia Alvarez, City Secretary

SUMMARY: Presented for review and approval are the minutes of the regular council meeting on February 2, 2016.

RECOMMENDATION(S): Approve the minutes of the regular council meeting on February 2, 2016.

ATTACHMENT: 1-Minutes of February 2, 2016

**MINUTES
ELGIN CITY COUNCIL
REGULAR MEETING
TUESDAY, FEBRUARY 2, 2016 AT 7:00 P.M.
CITY ANNEX COUNCIL CHAMBERS, 310 NORTH MAIN STREET**

CALL TO ORDER

Mayor Marc Holm called the meeting to order at 7:05 p.m. with the following members:

Marc Holm, Mayor
Keith Joesel, Council Member
Sue Brashar, Council Member
Edward Maldonado, Council Member
Juan Gonzalez, Council Member
Mary Penson, Council Member
Jessica Bega, Council Member
Craig Fromme, Council Member
Kerry Lacy, City Manager
Lucretia Alvarez, City Secretary
Gary Cooke, Planning and Development Director
Amy Miller, Community Development Director
Michael Gonzales, Parks and Recreation Director
Sandy Ott, Library Director
Buck LaQuey, Finance Director
Chris Bratton, Police Chief
Owen Rock, Economic Development Corporation Director

INVOCATION

Council Member Mary Penson gave the invocation.

Recess REGULAR MEETING at 7:07 p.m. to call to order PUBLIC HEARING at 7:07 p.m.

PUBLIC HEARING

1. Proposed zoning change request submitted by JD Harkins for Jay Harkins Company, the owner of the property located at 618 N SH 95 in the Corlin Subdivision, Lot 3, Acres 2.4620, City of Elgin, Bastrop County, Texas to change the zoning on the rear 150' X 185.5' portion of the lot from R1 (Single Family) to I (General Industrial).

Kerry Lacy, City Manager
Gary N. Cooke, Planning and Development Director

There were no public comments.

Close PUBLIC HEARING at 7:08 p.m. and Reconvene REGULAR MEETING at 7:08 p.m.

PUBLIC COMMENT

Gary Pena, 108 Fisher Street, spoke in favor of no large trucks travelling through on Fisher Street.

PRESENTATIONS

1. Proclamation for Black History Month
Kerry Lacy, City Manager
Amy Miller, Community Development Director

Mayor Marc Holm presented the proclamation to Gwendolyn Johnson and Elsie Williams.

REPORTS

1. Monthly Department Reports for December 2015
Kerry Lacy, City Manager
2. Fiscal Year 2016, First Quarter Financial Reports
Kerry Lacy, City Manager
Sidney LaQuey, Finance Director
Laura Schwartz, Purchasing Agent-Finance Administrator
3. Fiscal Year 2016, First Quarter Investment Report
Kerry Lacy, City Manager
Sidney LaQuey, Finance Director
Laura Schwartz, Purchasing Agent-Finance Administrator
4. Elgin Police Department 2015 Racial Profiling Report
Kerry Lacy, City Manager
Chris Bratton, Chief of Police

CONSENT AGENDA

Council Member Sue Brashar made a motion to approve the Consent Agenda as presented, Council Member Craig Fromme seconded, and motion passed unanimously.

1. Approval of minutes of the regular council meeting January 5, 2016.
Kerry Lacy, City Manager
Lucretia Alvarez, City Secretary
2. Approval of an agreement to conduct a Joint Election between the City of Elgin and Elgin Independent School District for the May 7, 2016 Election.
Kerry Lacy, City Manager
Lucretia Alvarez, City Secretary
3. Approval of a contract for Election Services between the Elections Administrator of Bastrop County and the City of Elgin for the May 7, 2016 Election.
Kerry Lacy, City Manager
Lucretia Alvarez, City Secretary
4. Approval of street closures of South Avenue C from Central to 11th Street, 11th Street from South Avenue C to 2nd Street, 2nd Street from 11th to South Avenue C. on Saturday, March 5, 2016 from 7:30 a.m. to 1:30 p.m. for the Second Annual Superhero 5K.
Kerry Lacy, City Manager
Michael Gonzalez, Parks and Recreation Director
Jodie Lopez, Event Organizer
5. Approval of waiving the open container ordinance in Elgin Memorial Park from April 15, 2016 at 5:00 p.m. until April 17, 2016 at 1:00 p.m. for the Elgin Volunteer Fire Department Cook Off.

Kerry Lacy, City Manager
Michael Gonzalez, Parks and Recreation Director
Justin Gwinn, Elgin Volunteer Fire Department

UNFINISHED BUSINESS

1. Discussion and action to consider an ordinance assigning newly annexed property to City Council Ward Area Numbers 1 and 2.

Kerry Lacy, City Manager
Gary N. Cooke, Planning and Development Director

Council Member Keith Joesel made a motion to approve Ordinance 2016-02-02-01 as presented, Council Member Sue Brashar seconded, and motion passed unanimously.

ORDINANCE NO. 2016-02-02-01

AN ORDINANCE ASSIGNING NEWLY ANNEXED PROPERTY TO CITY COUNCIL WARD AREA NO. 1 AND 2; PROVIDING FOR A SEVERABILITY CLAUSE AND PROVIDING AN EFFECTIVE DATE; PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES OR RESOLUTIONS.

NEW BUSINESS

1. Discussion and action to consider request for ordinance for No Thru Truck Traffic on Fisher Street from S.H. 95 South to F.M. 1704.

Traffic Control and Safety Committee
Jessica Bega, Council Member Ward 1
Juan Gonzalez, Council Member Ward 2
Kerry Lacy, City Manager
Joe Parten, Director of Public Works
Phillip Taylor, Assistant Chief of Police

Council Member Sue Brashar made a motion to approve Ordinance 2016-02-02-02 as presented, Council Member Jessica Bega seconded, and motion passed unanimously.

ORDINANCE NO. 2016-02-02-02

AN ORDINANCE AMENDING ORDINANCE 2002-09-03-12, CHAPTER 40, TRAFFIC AND VEHICLES REGULATIONS, ARTICLE X, TRUCKS, CODE OF ORDINANCES, CITY OF ELGIN, TEXAS, BY ADDING A NEW STREET TO SECTION 40-606, TRUCK TRAFFIC, PROVIDING A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES AND RESOLUTIONS.

2. Discussion and action to consider an ordinance regarding a proposed zoning change request from JD Harkins for Jay Harkins Company, the owner of the property located at 618 N SH 95, Corlin Subdivision, Lot 3, Acres 2.4620, City of Elgin, County of Bastrop, Texas to change the rear 150' X 185.5' portion of the lot from R-1 (Single Family) to I (General Industrial).

Kerry Lacy, City Manager
Gary N. Cooke, Planning and Development Director

Council Member Keith Joesel made a motion to approve Ordinance 2016-02-02-03 as presented, Council Member Craig Fromme seconded, and motion passed unanimously.

ORDINANCE NO. 2016-02-02-03

AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF ELGIN, TEXAS ADOPTED IN CHAPTER 46, SECTION 46-3, REVISED CODE OF ORDINANCES, CITY OF ELGIN, TEXAS, 2013 AND MAKING THIS AMENDMENT A PART OF SAID OFFICIAL ZONING MAP, TO WIT: TO REZONE PROPERTY BEING IN THE CORLIN SUBDIVISION, LOT 3, 618 N SH 95, REAR 150' X 185.5' PORTION OF THE LOT, CITY OF ELGIN, BASTROP COUNTY, TEXAS FROM DISTRICT R-1 (SINGLE--FAMILY) TO DISTRICT I (GENERAL INDUSTRIAL); AND PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES AND RESOLUTIONS.

3. Discussion and action for an Ordinance Calling an Election on May 7, 2016 for the purpose of Electing Certain City Officials, designating election precincts and polling place, providing for early voting and Election Day voting, making provisions for the conduct of such election, certifying provision of required accessible voting systems at each polling place, and providing for performance of required administrative duties.

Kerry Lacy, City Manager

Lucretia Alvarez, City Secretary

Council Member Sue Brashar made a motion to approve Ordinance 2016-02-02-04 as presented, Council Member Mary Penson seconded, and motion passed unanimously.

ORDINANCE NO. 2016-02-02-04

AN ORDINANCE OF THE CITY OF ELGIN, TEXAS, CALLING AN ELECTION ON MAY 7, 2016 FOR THE PURPOSE OF ELECTING CERTAIN CITY OFFICIALS; DESIGNATING ELECTION PRECINCTS AND POLLING PLACES; PROVIDING FOR EARLY VOTING AND ELECTION DAY VOTING; PROVIDING FOR PERFORMANCE OF REQUIRED ADMINISTRATIVE DUTIES; MAKING PROVISIONS FOR THE CONDUCT OF SUCH ELECTION; CERTIFYING PROVISION OF REQUIRED ACCESSIBLE VOTING SYSTEMS AT EACH POLLING PLACE; AND PROVIDING FOR OTHER MATTERS RELATING TO SUCH CITY ELECTION.

4. Discussion and action for an ordinance calling a Special Election on May 7, 2016 for the purpose of Electing certain city officials for an unexpired term, designating election precincts and polling place, providing for early voting and Election Day voting, making provisions for the conduct of such election, certifying provision of required accessible voting systems at each polling place, and providing for performance of required administrative duties.

Kerry Lacy, City Manager

Lucretia Alvarez, City Secretary

Council Member Craig Fromme made a motion to approve Ordinance 2016-02-02-05 as presented, Council Member Mary Penson seconded, and motion passed unanimously.

ORDINANCE NO. 2016-02-02-05

AN ORDINANCE OF THE CITY OF ELGIN, TEXAS, CALLING A SPECIAL ELECTION ON MAY 7, 2016 FOR THE PURPOSE OF FILLING A VACANCY ON CITY COUNCIL; DESIGNATING ELECTION PRECINCTS AND POLLING PLACES; PROVIDING FOR EARLY VOTING AND ELECTION DAY VOTING; PROVIDING FOR PERFORMANCE OF REQUIRED ADMINISTRATIVE DUTIES; MAKING PROVISIONS FOR THE CONDUCT OF SUCH ELECTION; CERTIFYING PROVISION OF REQUIRED ACCESSIBLE VOTING SYSTEMS AT EACH POLLING

PLACE; AND PROVIDING FOR OTHER MATTERS RELATING TO SUCH CITY ELECTION.

5. Discussion and action to appoint a citizen from Ward 3 as a council member to fill the vacancy in Ward 3, created by Chris Cannon resigning his seat on January 20, 2016, until the Special Election is held May 7, 2016.

Kerry Lacy, City Manager

Lucretia Alvarez, City Secretary

Council Member Juan Gonzalez made a motion to appoint Phillip Thomas to fill the Ward 3 vacancy as presented, Council Member Sue Brashar seconded, and motion passed unanimously.

6. Discussion and action to consider appointing a Mayor Pro-Tem.

Kerry Lacy, City Manager

Marc Holm, Mayor

Council Member Edward Maldonado made a motion to appoint Juan Gonzalez as Mayor Pro-Tem, Council Member Jessica Bega seconded, and motion passed unanimously.

EXECUTIVE SESSION

None

RECONVENE

None

ANNOUNCEMENTS

- Super Hero 5K will be on Saturday, March 5.
- Elgin Independent School District and City of Elgin have collaborated for a Crime Stoppers program.

ADJOURNMENT

Mayor Marc Holm adjourned the meeting at 7:45 p.m.

APPROVED:

MARC HOLM
Mayor of Elgin, Texas

ATTEST:

LUCRETIA ALVAREZ
City Secretary of Elgin, Texas



COUNCIL MEETING: March 1, 2016

ITEM: 2. Approval of the First Amendment to the Interlocal Agreement between the City of Elgin and Dallas County Schools to enforce and administer the automated school bus safety/stop arm enforcement program to increase from 12.5% to 20% of all monies collected for paid violations of the Ordinance exclusive of any such collection charge.

RESOURCE PERSON(S): Kerry Lacy, City Manager

SUMMARY: There has been a recent change in the percentage that the City of Elgin will receive in relation to the School Bus Safety Program that was adopted and approved by Council last year. The original agreement provided that the City would receive 12.5% of the revenue and that percentage will now increase to 20%.

RECOMMENDATION(S): Approval of the First Amendment to the Interlocal Agreement between the City of Elgin and Dallas County Schools to enforce and administer the automated school bus safety/stop arm enforcement program.

ATTACHMENT: 1-First Amendment

**FIRST AMENDMENT TO THE INTERLOCAL AGREEMENT BETWEEN
THE CITY OF ELGIN AND DALLAS COUNTY SCHOOLS TO
ENFORCE AND ADMINISTER THE
AUTOMATED SCHOOL BUS SAFETY/ STOP ARM
ENFORCEMENT PROGRAM**

WHEREAS, Dallas County Schools (“DCS”) and the City of Elgin, Texas (the “City”) entered into an Interlocal Agreement between the City of Elgin and DCS to Enforce and Administer the School Bus Safety/ Stop Arm Enforcement Program effective August 20, 2014 (the “Agreement”); and

WHEREAS, DCS and the District desire to amend the Agreement to increase the revenue to the City.

NOW, THEREFORE, for the mutual consideration stated herein, DCS and the District agree to amend Section 5 of the Agreement as follows:

1. **REVENUE TO CITY.** Paragraph 5.A of the Agreement shall be replaced with the following language:

In compensation for the services provided under this Agreement, the City shall be paid an amount equal to twenty percent (20%) of all monies collected for paid violations of the Ordinance, exclusive of any such collection charge.
2. **OTHER TERMS.** All other terms of the Agreement are fully incorporated herein, and shall remain in effect, except as expressly amended herein.

IN WITNESS WHEREOF, the parties hereto have executed this First Amendment to the Interlocal Agreement between the City of Elgin and DCS to Enforce and Administer the School Bus Safety/ Stop Arm Enforcement Program effective the 1st day of March, 2016.

DCS

By: _____
Rick D. Sorrells, Ed. D.
Superintendent

Date: _____

THE CITY OF ELGIN, TEXAS

By: _____
Marc Holm
Mayor

Date: _____



COUNCIL MEETING: March 1, 2016

ITEM: 3. Approval of open container ordinance waiver from Friends of the Elgin Parks in for the annual Music in the Park series in Veterans' Memorial Park on April 1, April 8, April 15, April 22, and April 29, 2016 from 4:00 p.m. until 10:00 p.m.

RESOURCE PERSON(S): Kerry Lacy, City Manager
Michael Gonzalez, Parks and Recreation Director
Kay Queen, Friends of Elgin Parks President

SUMMARY: The Friends of Elgin Parks are sponsoring several free concerts in Veterans' Memorial Park as part of their Music in the Park series. The Friends of Elgin Parks organization is requesting the council to waive the open container ordinance for the spring music series.

RECOMMENDATION(S): Approval of open container ordinance waiver from Friends of the Elgin Parks in for the annual Music in the Park series in Veterans' Memorial Park on April 1, April 8, April 15, April 22, and April 29, 2016 from 4:00 p.m. until 10:00 p.m.

ATTACHMENT:



COUNCIL MEETING: March 1, 2016

ITEM: 4. Approval of open container ordinance waiver request from Drive-a-Senior for the annual Taste the Town on Main Street from Second Street to Brenham Street on Thursday, May 5, 2016 from 5:30 p.m. until 9:00 p.m.

RESOURCE PERSON(S): Kerry Lacy, City Manager
Lucretia Alvarez, City Secretary

SUMMARY: This is an annual fundraiser for Drive-a-Senior's Taste the Town on Main Street from Second Street to Brenham Street on Thursday, May 5, 2016 from 5:30 p.m. until 9:00 p.m.

RECOMMENDATION(S): Approve open container ordinance waiver request from Drive-a-Senior for Taste the Town on Main Street from Second Street to Brenham Street on Thursday, May 5, 2016 from 5:30 p.m. until 9:00 p.m.

ATTACHMENT: 1-Drive a Senior letter



(512) 281-6065 ~ P.O. Box 1368, Elgin, TX 78621~ elgin@driveasenior.org

February 16, 2015

Dear Mayor and City Council,

Drive a Senior – Elgin (DAS) would like to formally request an open-container waiver for our Taste the Town fundraiser the evening of Thursday, May 5 from 5:30 to 8:30 pm.

The event will take place on Main St. with multiple business hosting wineries and a distillery. Participating locations will span from the 200 block of North Main St. to the 200 block of South Main St. All participating wineries will have licensed servers and will obtain off-site permits from TABC prior to the event.

Local restaurants will also be stationed at various locations to provide finger foods to those who attend Taste the Town.

In addition to this being a fundraiser for DAS, we also want to drive traffic to local businesses. We will sell up to 185 tickets for the event.

This is the third year for the event (in this format) and all went well last year. DAS will have a minimum of two volunteers at each location monitoring the crowd.

Thank you for your consideration in this matter.

Sincerely,

Erin Heine
Executive Director



COUNCIL MEETING: March 1, 2016

ITEM: 1. Discussion and action to consider authorizing the Mayor to sign a Quitclaim Deed for the road platted through 116 Carver Street, Elgin, Texas, Bastrop County.

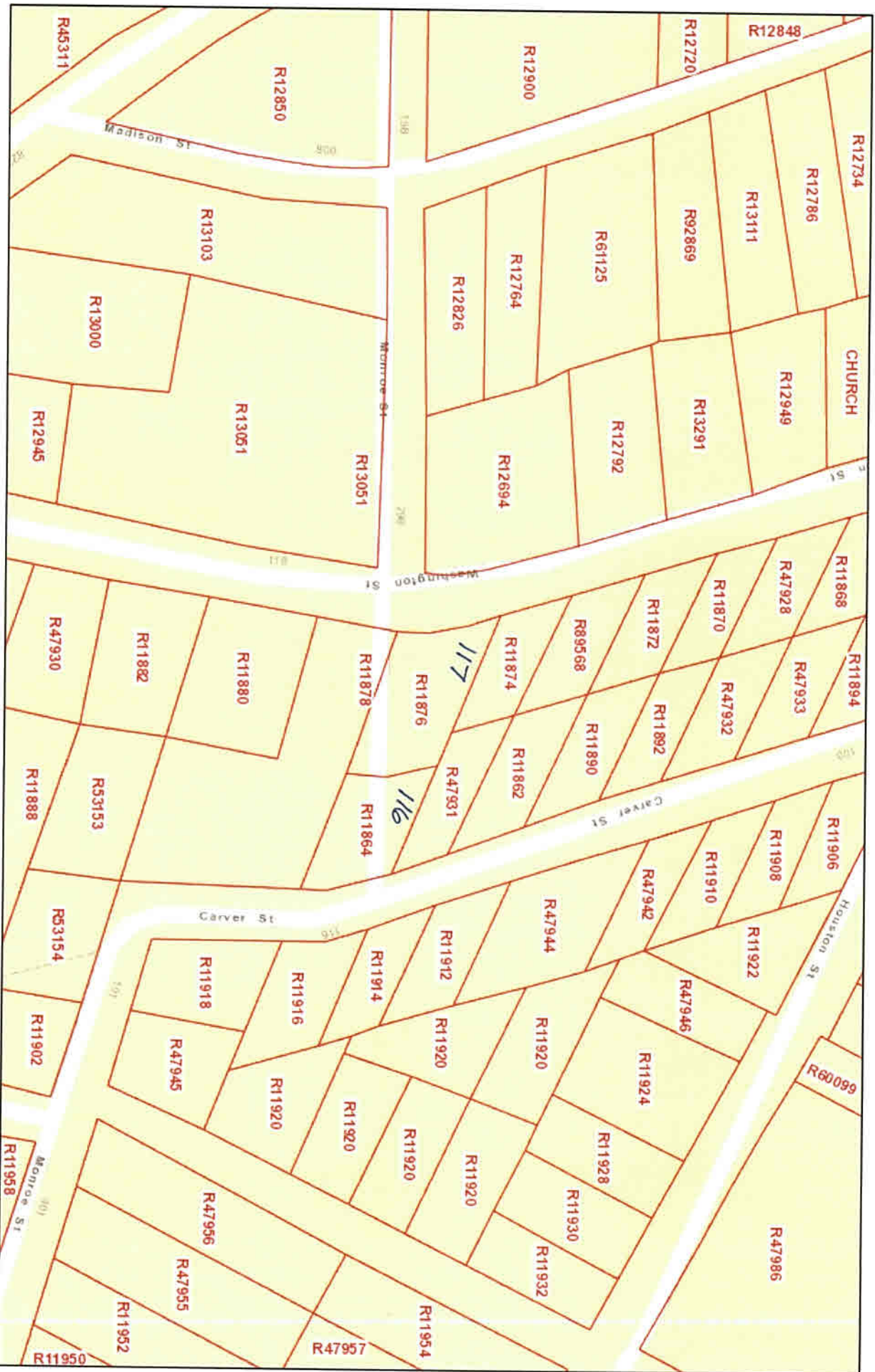
RESOURCE PERSON(S): Kerry Lacy, City Manager
Gary N. Cooke, Planning and Development Director

SUMMARY: Monroe Street was platted running through 117 and 119 Washington Street and 116 Carver Street but was never built. In 1940 a house was erected at 117 Washington Street and there used to be a house at 116 Carver Street but it has been torn down. The owner of 116 Carver Street wishes to sell his lot to someone who wishes to build on that lot but is unable to since Monroe Street is platted through it. We have contacted our attorney's office and the solution to this is for the City to sign a Quitclaim Deed granting the current owner of 116 Carver Street the property that was plated as the city roadway.

RECOMMENDATION(S): Staff recommends approval of the Quitclaim deed granting the public roadway to Smithville Properties, owner of 116 Carver Street.

ATTACHMENT: 1-Maps
2-Quitclaim Deed for 116 Carver St.

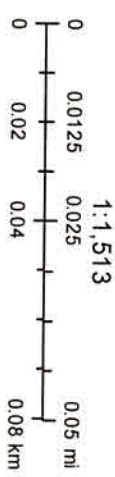
117 Washington & 116 Carver



January 28, 2016

☐ Parcels

Disclaimer: This product is for informational purposes only and has not been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of boundaries.



Sources: Esri, HERE, DeLorme, USGS, Intermap, Incorp. P Corp., NRCAN, Esri Japan, METI, Esri China (Hong Kong), Esri (Thailand).

Bastrop County Appraisal District & BIS Consulting - www.bisconsultants.com

[illegible]

CC 3/1/16 - Page 46

QUITCLAIM DEED

NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OF THE FOLLOWING INFORMATION FROM THIS INSTRUMENT BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.

Date: March 1, 2016

Grantor: CITY OF ELGIN, TEXAS

Grantor's Mailing Address (including county):

310 N. Main Street
Elgin, Texas 78621
Bastrop County

Grantee: SMITHVILLE PROPERTIES

Grantee's Mailing Address (including county):

202 Lago Verde Drive
Austin, Texas 78734
Travis County

CONSIDERATION: TEN AND NO/100 DOLLARS and other good and valuable consideration.

PROPERTY (including any improvements):

Any city interest, whether in fee simple, by prescriptive easement or otherwise, in a public roadway purportedly through Lot 19, Block 1 of the J. C. Madison Addition to the City of Elgin, Texas, Bastrop County, being that property more particularly described in Volume 1753, Page 455 of the Official Records of Bastrop County, Texas.

For the consideration Grantor quitclaims to Grantee all of Grantor's right, title, and interest in and to the property, to have and to hold it to Grantee, Grantee's heirs, executors, administrators, successors, or assigns forever. Neither Grantor nor Grantor's heirs, executors, administrators, successors, or assigns shall have, claim, or demand any right or title to the Property or any part of it.

This transfer is made subject to any easements and rights-of-way of record or of prescription; all presently recorded restrictions, reservations, covenants, conditions, oil, gas or other mineral leases, mineral severances, and other instruments, other than liens and conveyances, that affect the property; any existing utility

facilities or easements, and rights of adjoining owners in any walls and fences situated on a common boundary; and any encroachments or overlapping of improvements.

When the context requires, singular nouns and pronouns include the plural.

Grantee is purchasing the property in an “as is” condition with no representations made or implied as to the quality, fitness, or condition of the Property by the Grantor. Grantee is purchasing or receiving the Property based solely upon its inspection and no representations of the use, fitness, size, quality or any other matters concerning the Property have been made by Grantor to Grantee. Grantor warrants only title to the Property as set forth in this deed.

GRANTOR:
CITY OF ELGIN, TEXAS

By: _____
Marc Holm, Mayor

ACKNOWLEDGMENT

STATE OF TEXAS

§

§

COUNTY OF BASTROP

§

This instrument was acknowledged before me on the _____ day of _____, 2016 by Marc Holm, Mayor, City of Elgin, Texas, in the capacity and for the purposes and consideration recited herein.

Notary Public, State of Texas

AFTER RECORDING RETURN TO:

Gary N. Cooke
City of Elgin
P. O .Box 591
Elgin, Texas 78621



COUNCIL MEETING: March 1, 2016

ITEM: 2. Discussion and action to consider authorizing the Mayor to sign a Quitclaim Deed for the road platted through 117 Washington Street, Elgin, Texas, Bastrop County.

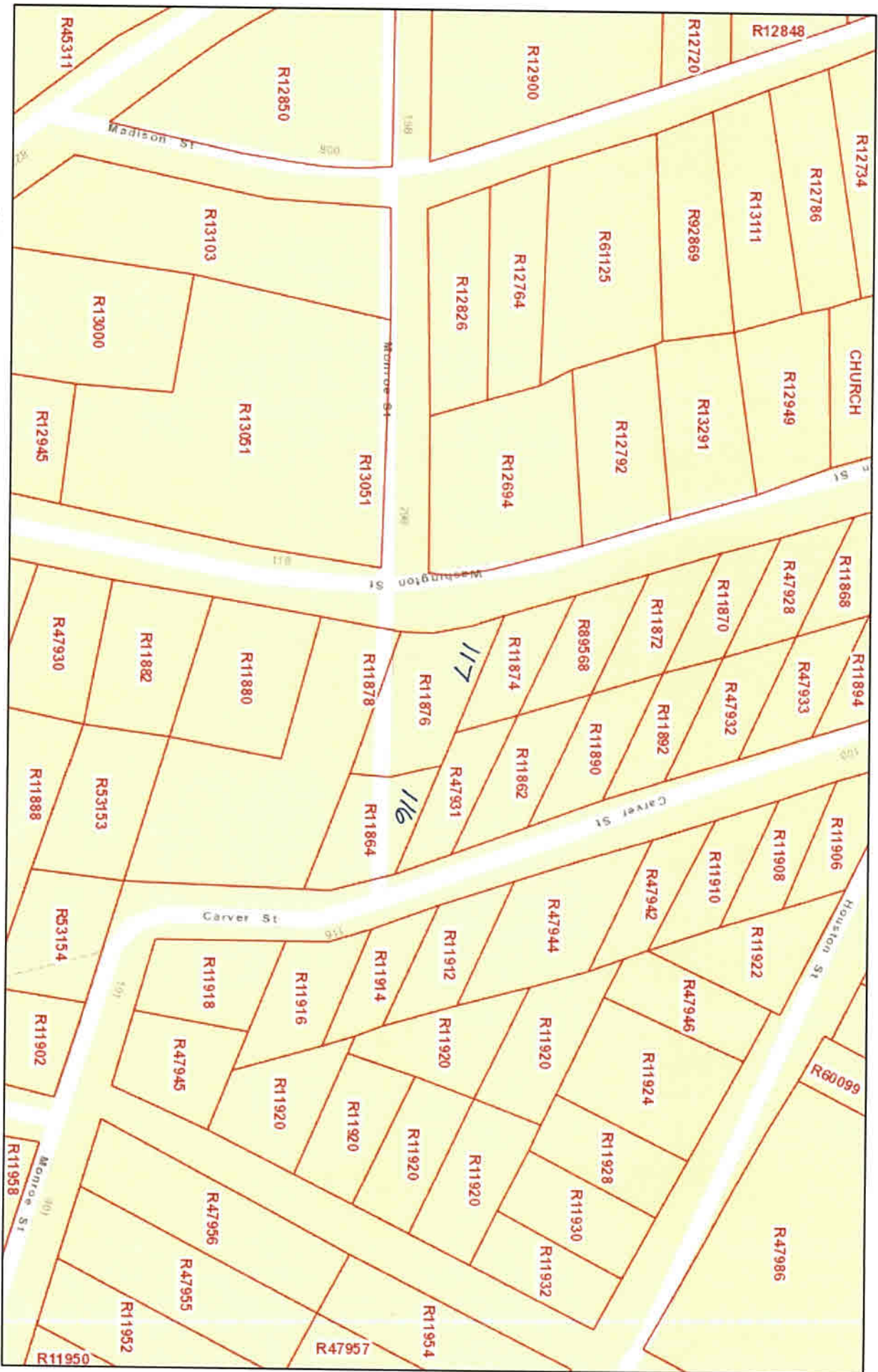
RESOURCE PERSON(S): Kerry Lacy, City Manager
Gary N. Cooke, Planning and Development Director

SUMMARY: Monroe Street was platted running through 117 and 119 Washington Street and 116 Carver Street but was never built. In 1940 a house was erected at 117 Washington Street. After consulting with the City Attorney, it was concluded that since we are granting a Quitclaim Deed at 116 Carver Street; we should also grant the Quitclaim Deed at 117 Washington Street.

RECOMMENDATION(S): Staff recommends approval of the Quitclaim Deed granting the public roadway to Sharon K & Artis Roberts, owners of 117 Washington Street.

ATTACHMENT: 1-Maps
2-Notice to 117 Washington
3-Quitclaim Deed 117 Washington

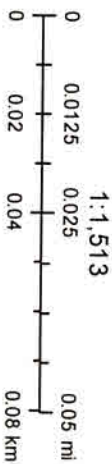
117 Washington & 116 Carver



January 28, 2016

☐ Parcels

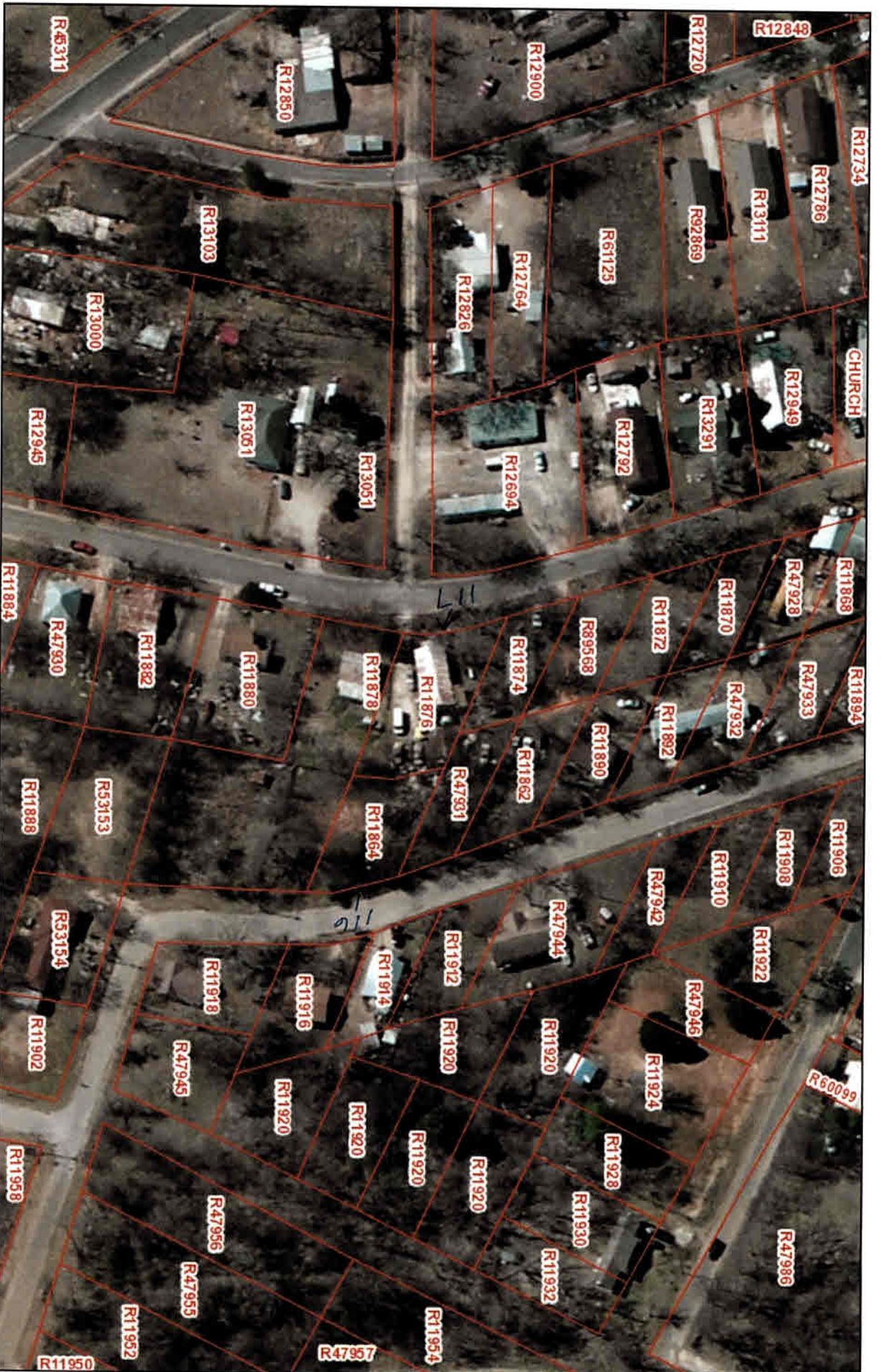
Disclaimer: This product is for informational purposes only and has not been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of boundaries.



Sources: Esri, HERE, DeLorme, USGS, Intermap, Incorp. P Corp., NRCAN, Esri Japan, METI, Esri China (Hong Kong), Esri (Thailand).

Bastrop County Appraisal District & BIS Consulting - www.bisconsultants.com

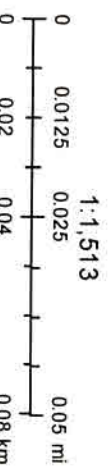
117 Washington & 116 Carver



January 28, 2016

☐ Parcels

Disclaimer: This product is for informational purposes only and has not been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of boundaries.



Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AEX, Geomatics, Aerogrid, IGN, IGP, swisstopo, and

Bastrop County Appraisal District & BIS Consulting - www.bisconsultants.com



February 1, 2016

Sharon K. & Atris Roberts
117 Washington Street
Elgin, TX 78621-3229

Re: Property ID #11876

Dear Mr. & Mrs. Roberts,

Circumstances have recently come to light requiring the City to address the issue that Monroe Street is platted running across your parcel #11876 and parcel #11864 (116 Carver St.). The existing situation may make it difficult to sell your property since title companies will see this as an obstacle to closing.

The City's attorney has determined that a Quitclaim Deed granting the property owner rights to the portion of the property that is the platted street is the solution to this situation. This issue will be brought before City Council in the March 1, 2016 meeting. Once Council approves the Quitclaim Deed, the mayor will sign it and the original will then be recorded with the Bastrop County Clerk.

You will receive a copy of the recorded document once it is returned by the Bastrop County Clerk's office.

Please do not hesitate to call our office if you have any questions regarding this matter.

Sincerely,

Gary N. Cooke
Planning and Development Director

COPY

Certified Mail Receipt #
7015 1520 000 7233 1700

CC 3/1/16 - Page 53



Disclaimer: This product is for informational purposes only and has not been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represent only the approximate relative location of boundaries.

Sources: Esri, HERE, DeLorme, USGS, Intermap, increment P Corp., NRCAN, Esri Japan, METI, Esri China (Hong Kong), Esri (Thailand),

This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey, and represents only the approximate relative location of nonpublic land areas.

Current Owner			Legal Description		Exemptions		Market					
ROBERTS, SHARON K & ARTIS (00121523) 210 MONTERREY CV ELGIN, TX 78621-3229			MADISON, J. C., BLOCK 1, LOT 9		DP, HS		Unavailable					
Situs Address			History Information									
			2015		2014		2013		2012			
117 WASHINGTON ST ELGIN, TX 78621			Imp HS \$37,581		\$37,581		\$37,581		\$37,581			
			Imp NHS \$0		\$0		\$0		\$0			
			Land HS \$5,400		\$5,400		\$5,400		\$5,400			
			Land NHS \$0		\$0		\$0		\$0			
			Ag Mkt \$0		\$0		\$0		\$0			
			Ag Use \$0		\$0		\$0		\$0			
			Tim Mkt \$0		\$0		\$0		\$0			
			Tim Use \$0		\$0		\$0		\$0			
			HS Cap -		\$2,897		\$6,541		\$9,854			
			Assessed \$42,981		\$40,084		\$36,440		\$33,127			
Improvements												
Type			Description		Area		Year Built		Eff Year		Value	
R			Residential		1156		1940		1940			
MA			Main Area		500		1965		1940			
DTG			Detached Garage		240		1965		1940			
OF			Open Frame		24		1965		1940			
OF			Open Frame		24		1996		1940			
PB			Pole Barn		240		1996		1960			
Land Segments												
SPTB			Description		Area		Market		Ag Value			
A1			Residential Lot		7200.00F							

QUITCLAIM DEED

NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OF THE FOLLOWING INFORMATION FROM THIS INSTRUMENT BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.

Date: March 1, 2016

Grantor: CITY OF ELGIN, TEXAS

Grantor's Mailing Address (including county):

310 N. Main Street
Elgin, Texas 78621
Bastrop County

Grantee: SHARON K. & ARTIS ROBERTS

Grantee's Mailing Address (including county):

210 Monterrey Cove
Elgin, Texas 78621
Bastrop County

CONSIDERATION: TEN AND NO/100 DOLLARS and other good and valuable consideration.

PROPERTY (including any improvements):

Any city interest, whether in fee simple, by prescriptive easement or otherwise, in a public roadway purportedly through Lot 9, Block 1 of the J. C. Madison Addition to the City of Elgin, Texas, Bastrop County, being that property more particularly described in Volume 1175, Page 336 of the Official Records of Bastrop County, Texas.

For the consideration Grantor quitclaims to Grantee all of Grantor's right, title, and interest in and to the property, to have and to hold it to Grantee, Grantee's heirs, executors, administrators, successors, or assigns forever. Neither Grantor nor Grantor's heirs, executors, administrators, successors, or assigns shall have, claim, or demand any right or title to the Property or any part of it.

This transfer is made subject to any easements and rights-of-way of record or of prescription; all presently recorded restrictions, reservations, covenants, conditions, oil, gas or other mineral leases, mineral

severances, and other instruments, other than liens and conveyances, that affect the property; any existing utility facilities or easements, and rights of adjoining owners in any walls and fences situated on a common boundary; and any encroachments or overlapping of improvements.

When the context requires, singular nouns and pronouns include the plural.

Grantee is purchasing the property in an “as is” condition with no representations made or implied as to the quality, fitness, or condition of the Property by the Grantor. Grantee is purchasing or receiving the Property based solely upon its inspection and no representations of the use, fitness, size, quality or any other matters concerning the Property have been made by Grantor to Grantee. Grantor warrants only title to the Property as set forth in this deed.

GRANTOR:
CITY OF ELGIN, TEXAS

By: _____
Marc Holm, Mayor

ACKNOWLEDGMENT

STATE OF TEXAS	§	
		§
COUNTY OF BASTROP	§	

This instrument was acknowledged before me on the _____ day of _____, 2016 by Marc Holm, Mayor, City of Elgin, Texas, in the capacity and for the purposes and consideration recited herein.

Notary Public, State of Texas

AFTER RECORDING RETURN TO:

Gary N. Cooke
City of Elgin
P. O. Box 591
Elgin, Texas 78621



COUNCIL MEETING: March 1, 2016

ITEM: 3. Discussion and action to consider authorizing the Mayor to sign a Quitclaim Deed for the road platted through 119 Washington Street, Elgin, Texas, Bastrop County.

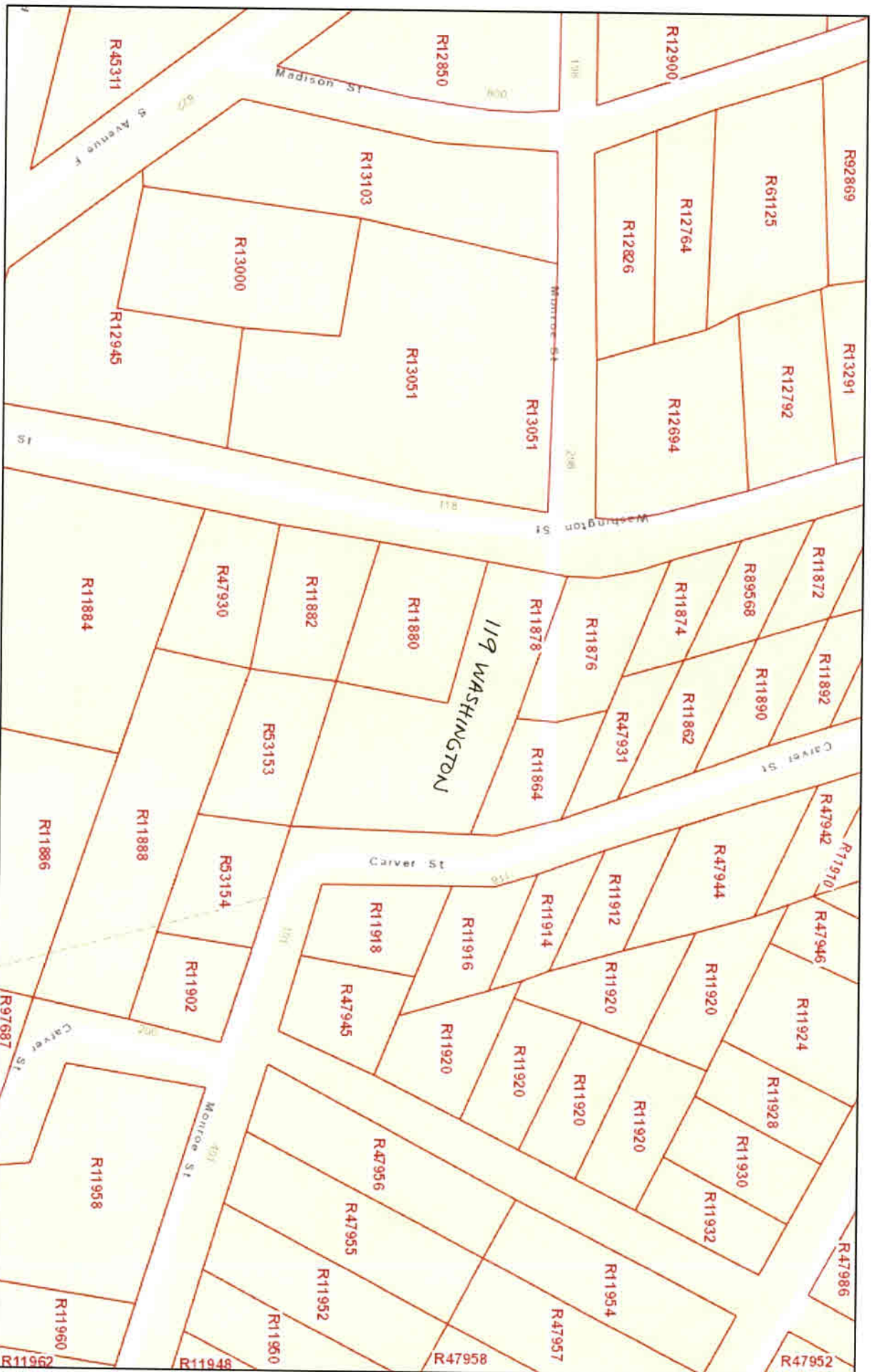
RESOURCE PERSON(S): **Kerry Lacy, City Manager**
Gary N. Cooke, Planning and Development Director

SUMMARY: **Monroe Street was platted running through 117 and 119 Washington Street and 116 Carver Street but was never built. In 1940 a house was erected at 117 Washington Street. After consulting with the City Attorney, it was concluded that since we are granting a Quitclaim Deed at 116 Carver Street; we should also grant the Quitclaim Deed at 117 and 119 Washington Street.**

RECOMMENDATION(S): **Staff recommends approval of the Quitclaim Deed granting the public roadway to Angela Rodriguez and Francisco Javier Chavez, owners of 119 Washington Street.**

ATTACHMENT: **1-Maps**
2-Notice to 119 Washington
3-Quitclaim Deed

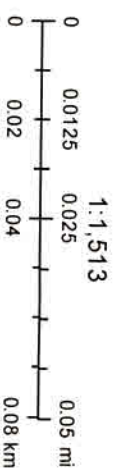
119 Washington St.



February 5, 2016

☐ Parcels

Disclaimer: This product is for informational purposes only and has not been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of boundaries.



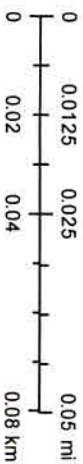
Sources: Esri, HERE, DeLorme, USGS, Intermap, increment P Corp., NRCAN, Esri Japan, METI, Esri China (Hong Kong), Esri (Thailand).

This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries.

An aerial photograph of a residential area in Washington, D.C., specifically the 119 neighborhood. The map is overlaid with red lines delineating individual property lots. Each lot is labeled with a white parcel number. The numbers are arranged in a grid-like fashion, with some variations in the numbering sequence. The text 'WASHINGTON 119' is written in a stylized, handwritten font across the center of the map. The surrounding area includes streets, trees, and some buildings, providing a clear context for the property locations.

Parcels

1:1,513



This product is for informational purposes only and may not have been prepared for or be suitable for legal, engineering or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries.



February 11, 2016

Angela Rodriguez and
Francisco Javier Chavez
1128 Walton Ln.
Austin, TX 78721

Re: 119 Washington Street, PID #R11878

Dear Ms. Rodriguez and Mr. Chavez,

Circumstances have recently come to light requiring the City to address the issue that Monroe Street is platted running across your parcel #11878 as well as parcel #s 11876 (117 Washington St.) and #11864 (116 Carver St.). A map of the area is enclosed for your reference. The existing situation may make it difficult to sell your property since title companies will see this as an obstacle to closing.

The City's attorney has determined that a Quitclaim Deed granting the property owner rights to the portion of the property that is the platted street is the solution to this situation. This issue will be brought before City Council in the March 1, 2016 meeting. Once Council approves the Quitclaim Deed, the mayor will sign it and the original will then be recorded with the Bastrop County Clerk.

You will receive a copy of the recorded document once it is returned by the Bastrop County Clerk's office.

Please do not hesitate to call our office if you have any questions regarding this matter.

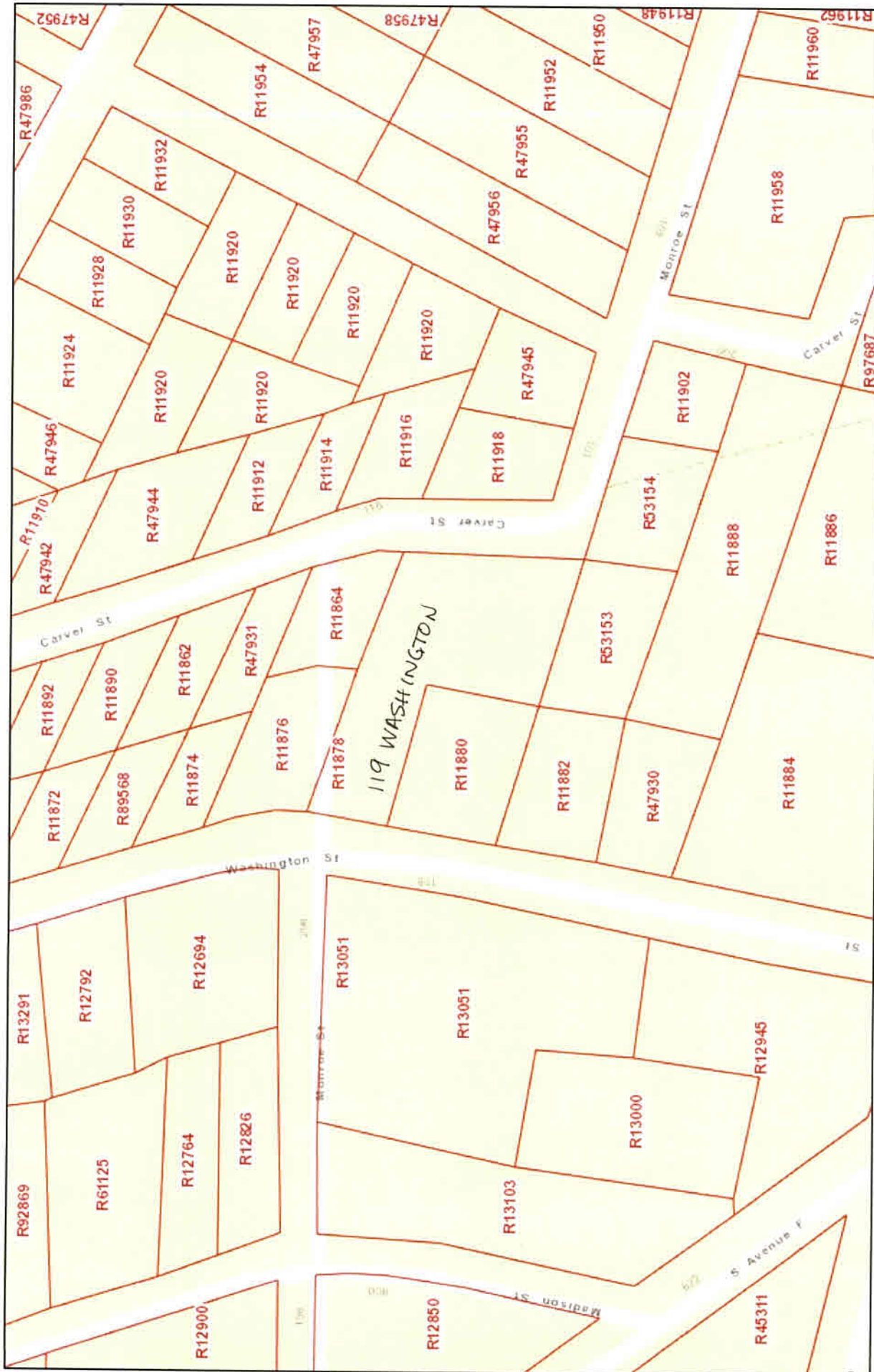
Sincerely,

Gary N. Cooke
Planning and Development Director

Enclosure

Certified Mail Receipt #
7015 1520 0002 7233 1755

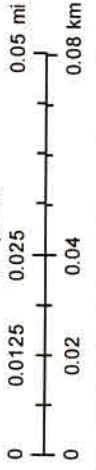
119 Washington



Disclaimer: This product is for informational purposes only and has not been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of boundaries

Parcels

1:1,513



Sources: Esri, HERE, DeLorme, USGS, Intermap, increment P Corp., NRCAN, Esri Japan, METI, Esri China (Hong Kong), Esri (Thailand),

This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and cannot be used as such. Please do not rely on this information for any purpose other than general informational purposes. For more information, please contact us at sales@bisconsultants.com.
Bastrop County Appraisal District & BIS Consulting - www.bisconsultants.com

QUITCLAIM DEED

NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OF THE FOLLOWING INFORMATION FROM THIS INSTRUMENT BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.

Date: March 1, 2016

Grantor: CITY OF ELGIN, TEXAS

Grantor's Mailing Address (including county):

310 N. Main Street
Elgin, Texas 78621
Bastrop County

Grantee: ANGELA RODRIGUEZ AND FRANCISCO JAVIER CHAVEZ

Grantee's Mailing Address (including county):

1128 Walton Ln.
Austin, TX 78721
Travis County

CONSIDERATION: TEN AND NO/100 DOLLARS and other good and valuable consideration.

PROPERTY (including any improvements):

Any city interest, whether in fee simple, by prescriptive easement or otherwise, in a public roadway purportedly through Lot 10, Block 1 of the J. C. Madison Addition to the City of Elgin, Bastrop County, Texas according to the map or plat thereof, recorded in Plat Cabinet No. 1, Page 5B, Plat Records of Bastrop County, Texas, being the same property described in Volume 111, Page 166, and Volume 113, Page 557, Deed Records of Bastrop County, Texas.

For the consideration Grantor quitclaims to Grantee all of Grantor's right, title, and interest in and to the property, to have and to hold it to Grantee, Grantee's heirs, executors, administrators, successors, or assigns forever. Neither Grantor nor Grantor's heirs, executors, administrators, successors, or assigns shall have, claim, or demand any right or title to the Property or any part of it.

This transfer is made subject to any easements and rights-of-way of record or of prescription; all presently recorded restrictions, reservations, covenants, conditions, oil, gas or other mineral leases, mineral severances, and other instruments, other than liens and conveyances, that affect the property; any existing utility facilities or easements, and rights of adjoining owners in any walls and fences situated on a common boundary; and any encroachments or overlapping of improvements.

When the context requires, singular nouns and pronouns include the plural.

Grantee is purchasing the property in an “as is” condition with no representations made or implied as to the quality, fitness, or condition of the Property by the Grantor. Grantee is purchasing or receiving the Property based solely upon its inspection and no representations of the use, fitness, size, quality or any other matters concerning the Property have been made by Grantor to Grantee. Grantor warrants only title to the Property as set forth in this deed.

GRANTOR:
CITY OF ELGIN, TEXAS

By: _____
Marc Holm, Mayor

ACKNOWLEDGMENT

STATE OF TEXAS	§
	§
COUNTY OF BASTROP	§

This instrument was acknowledged before me on the _____ day of _____, 2016 by Marc Holm, Mayor, City of Elgin, Texas, in the capacity and for the purposes and consideration recited herein.

Notary Public, State of Texas

AFTER RECORDING RETURN TO:

Gary N. Cooke
City of Elgin
P. O. Box 591
Elgin, Texas 78621



COUNCIL MEETING: March 1, 2016

ITEM: 4. Discussion and action to award a contract to the low bidder, Whitestone Civil Construction, LLC, in the amount of \$73,535.00 for the Elgin Business Park Wastewater Improvements construction project and authorize the City Manager to fund the project from the Sewer Impact Fee Fund.

RESOURCE PERSON(S): Kerry Lacy, City Manager
Doug Prinz, Utility Director
Beau Perry, City Engineer

SUMMARY: Six (6) sealed bids were received at Elgin City Hall on February 5, 2016 at 11:30 AM for the Business Park Wastewater Improvements project. The bids ranged from \$73,535.00 from Whitestone Civil Construction, LLC of Cedar Park, Texas to \$141,073.00 from Central Road & Utility, Ltd. of Austin, Texas. TRC conducted background checks and interviews of the recommended contractor. The Contractor has a bid bond and will be required to furnish a Standard Form of Agreement, Performance Bond and Payment Bond to the City.

RECOMMENDATION(S): Staff recommends that Whitestone Civil Construction, LLC of Cedar Park, Texas be awarded the construction project in the amount of \$73,535.00 and authorize the City Manager to fund and pay for the project from the Sewer Impact Fee Fund.

ATTACHMENT:

1-Recommendation Letter

2-Bid Tabulation

3-Whitestone Civil Construction, LLC Reference Questions

4-Boretex, LLC Reference Questions



T.B.P.E. #F-8632

505 East Huntland Drive
Suite 250
Austin, TX 78752

512.454.8716 PHONE

512.454.2433 FAX

www.TRCsolutions.com

February 10, 2016

Mr. Doug Prinz, Director of Utilities
City of Elgin
P.O. Box 591
Elgin, Texas 78621-0591

**RE: Business Wastewater Improvements
Bid Recommendation**

Dear Mr. Prinz:

Six (6) sealed bids were received at Elgin City Hall on February 5, 2016 at 11:30 A.M. for the above-referenced project. The bids ranged from \$73,535.00 from Whitestone Civil Construction, LLC of Cedar Park, Texas to \$141,073.00 from Central Road & Utility, Ltd. of Austin, Texas.

The project consists of 498 linear feet of 8" wastewater pipe and four 4' diameter manholes. The construction completion period is 45 consecutive calendar days.

It is recommended that Whitestone Civil Construction, LLC of Cedar Park, Texas be awarded the construction project in the amount of \$73,535.00. TRC conducted background checks and interviews of the recommended contractor. The Contractor has a bid bond and will be required to furnish a Standard Form of Agreement, Performance Bond and Payment Bond to the City. A detailed bid tabulation is attached for your reference.

If you have any other questions or comments, please do not hesitate to contact this office.

Sincerely,

A handwritten signature in black ink, appearing to read 'K. Beau Perry', is written over a horizontal line.

K. Beau Perry, P.E.
Principal

CITY OF ELGIN
Business Park Wastewater Improvements
Bid Tabulation
February 5, 2016 - 11:30 AM



		Whitestone Civil Construction, LLC P.O. Box 1537 Cedar Park, Texas 78630		Boretex, LLC 22608 Hwy. 71 West Spicewood, Texas 78669		Casto Lopez Concrete, LLC 6920 Bethune Ave. Austin, Texas 78752	
Item	Description	Qty.	Unit	Unit Price	Total	Unit Price	Total
P.1	8" Sewer Pipe (0'-6')	84	LF	\$38.00	\$3,192.00	\$62.00	\$5,208.00
P.2	8" Sewer Pipe (6'-8')	368	LF	\$40.00	\$14,720.00	\$69.00	\$25,392.00
P.3	4' Diameter Standard Manholes	5	EA	\$4,000.00	\$20,000.00	\$5,400.00	\$27,000.00
P.4	Extra Depth	3	VF	\$100.00	\$300.00	\$500.00	\$1,500.00
P.5	Corrosion-resistant Liners	33	VF	\$125.00	\$4,125.00	\$175.00	\$5,775.00
P.6	16" Steel Casing by Bore	45	LF	\$540.00	\$24,300.00	\$345.00	\$15,525.00
P.7	OSHA	452	LF	\$2.00	\$904.00	\$3.00	\$1,356.00
P.8	Sewer Pipe Connection	1	EA	\$1,500.00	\$1,500.00	\$2,000.00	\$2,000.00
P.9	Video	497	LF	\$2.00	\$994.00	\$4.50	\$2,236.50
P.10	Storm Water Pollution Prevention Plan	1	LS	\$3,500.00	\$3,500.00	\$1,000.00	\$1,000.00
TOTAL PROPOSAL					\$73,535.00		\$86,992.50

		Underground Water Solutions Co. 601 North Main Street Elgin, Texas 78621		Smith Contracting Co., Inc. 15308 Ginger Street Austin, Texas 78728		Central Road & Utility, Ltd. 8760 A Research Blvd., #192 Austin, Texas 78758	
Item	Description	Qty.	Unit	Unit Price	Total	Unit Price	Total
P.1	8" Sewer Pipe (0'-6')	84	LF	\$53.00	\$4,452.00	\$75.00	\$6,300.00
P.2	8" Sewer Pipe (6'-8')	368	LF	\$53.00	\$19,504.00	\$85.00	\$31,280.00
P.3	4' Diameter Standard Manholes	5	EA	\$4,200.00	\$21,000.00	\$4,600.00	\$23,000.00
P.4	Extra Depth	3	VF	\$450.00	\$1,350.00	\$400.00	\$1,200.00
P.5	Corrosion-resistant Liners	33	VF	\$138.00	\$4,554.00	\$115.00	\$3,795.00
P.6	16" Steel Casing by Bore	45	LF	\$489.00	\$22,005.00	\$400.00	\$18,000.00
P.7	OSHA	452	LF	\$4.00	\$1,808.00	\$1.50	\$678.00
P.8	Sewer Pipe Connection	1	EA	\$4,000.00	\$4,000.00	\$2,000.00	\$2,000.00
P.9	Video	497	LF	\$6.00	\$2,982.00	\$3.00	\$1,491.00
P.10	Storm Water Pollution Prevention Plan	1	LS	\$12,800.00	\$12,800.00	\$8,000.00	\$8,000.00
TOTAL PROPOSAL					\$94,455.00		\$95,744.00

CONTRACTOR REFERENCE QUESTIONS

Utility Contractor: Whitestone Civil Construction, LLC

Reference from: George Gordon (512) 203-4793, The Burt Group.

on 2/09/2016.

1. Project Time:
 - a. Was the construction started and completed on time? *Yes*
 - b. Did the contractor reach substantial completion on time, but took an extended period of time to reach final completion? *Not at all, they worked after hours to get it done on time.*
 - c. Were there any significant delays or work stoppages? *No.*
 - d. Did the contractor request project time extensions unrelated to rain days or additional work requested by the Owner? *No, only weather related.*
 - e. Other?
2. Project Budget:
 - a. Were there excessive change orders unrelated to engineering design errors or additional work requests from the Owner? *No.*
 - b. Were there any issues with payment quantities on monthly pay requests that did not match actual field conditions? *Not at all.*
 - c. Did the contractor pay his sub-contractors timely? *N/A, he did all the work.*
 - d. Were there any liens placed on the project from vendors or sub-contractors? *No.*
 - e. Other?
3. Was the project that the contractor did for the reference similar in nature to the proposed project (type of construction, depth of utilities, etc.)? *Yes, it consisted on storm drain and concrete repairs.*
4. Safety:
 - a. Were there any safety issues for the contractor's employees or safety issues with the public? *No.*
5. General Problems/Issues:
 - a. Did the contractor work well with the City/Engineer staffs? *Yes*
 - b. Were there any significant issues with the contractor's employees dealing with the public? *No*
 - c. Were there many complaints from the residents regarding the contractor? *No*
 - d. Did the contractor cleanup his work site sufficiently? *Yes he did.*
 - e. Was there excessive personnel turnover for the contractor's field workers? *Same people working throughout the job.*
 - f. Were there any communication issues with the contractor's employees (ie. unable to speak English)? *No.*
6. General:
 - a. How much of the work was self-performed versus sub contracted out? *100% self-performed.*
 - b. Did the contractor do the utilities or sub contract them out? *Self-performed.*
 - c. Did the contractor do the roadway work or sub contract it out? *N/A.*
7. Would you hire this contractor again? *Yes*

CONTRACTOR REFERENCE QUESTIONS

Utility Contractor: Whitestone Civil Construction, LLC

Reference from: Dennis Collette (210) 781-5205, Red Hawk Contracting,

on 2/09/2016.

8. Project Time:
 - f. Was the construction started and completed on time? *Yes*
 - g. Did the contractor reach substantial completion on time, but took an extended period of time to reach final completion? *No, everything on time.*
 - h. Were there any significant delays or work stoppages? *No.*
 - i. Did the contractor request project time extensions unrelated to rain days or additional work requested by the Owner? *Other than rain delays no.*
 - j. Other? *Dennis spoke highly of the contractor*
9. Project Budget:
 - f. Were there excessive change orders unrelated to engineering design errors or additional work requests from the Owner? *Minor change order related to a drainage ditch.*
 - g. Were there any issues with payment quantities on monthly pay requests that did not match actual field conditions? *Not at all, everything matched.*
 - h. Did the contractor pay his sub-contractors timely? *N/A, he did all the work.*
 - i. Were there any liens placed on the project from vendors or sub-contractors? *No.*
 - j. Other?
10. Was the project that the contractor did for the reference similar in nature to the proposed project (type of construction, depth of utilities, etc.)? *Yes, it consisted on onsite water and sewer, and 308LF of offsite water main extension.*
11. Safety:
 - b. Were there any safety issues for the contractor's employees or safety issues with the public? *No.*
12. General Problems/Issues:
 - g. Did the contractor work well with the City/Engineer staffs? *Yes*
 - h. Were there any significant issues with the contractor's employees dealing with the public? *No*
 - i. Were there many complaints from the residents regarding the contractor? *No*
 - j. Did the contractor cleanup his work site sufficiently? *They cleaned on a daily basis.*
 - k. Was there excessive personnel turnover for the contractor's field workers? *No.*
 - l. Were there any communication issues with the contractor's employees (ie. unable to speak English)? *No.*
13. General:
 - a. How much of the work was self-performed versus sub contracted out? *100% self-performed.*
 - b. Did the contractor do the utilities or sub contract them out? *Self-performed.*
 - c. Did the contractor do the roadway work or sub contract it out? *N/A.*
14. Would you hire this contractor again? *Yes*

CONTRACTOR REFERENCE QUESTIONS

Utility Contractor: Whitestone Civil Construction, LLC

Reference from: Mark McGahey (832) 448-7044, Warwick Construction.

on 2/09/2016.

15. Project Time:
- k. Was the construction started and completed on time? *Yes*
 - l. Did the contractor reach substantial completion on time, but took an extended period of time to reach final completion? *No, everything on time.*
 - m. Were there any significant delays or work stoppages? *No.*
 - n. Did the contractor request project time extensions unrelated to rain days or additional work requested by the Owner? *No.*
 - o. Other?
16. Project Budget:
- k. Were there excessive change orders unrelated to engineering design errors or additional work requests from the Owner? *One change order and it was warranted, nothing excessive.*
 - l. Were there any issues with payment quantities on monthly pay requests that did not match actual field conditions? *No.*
 - m. Did the contractor pay his sub-contractors timely? *N/A, he did all the work.*
 - n. Were there any liens placed on the project from vendors or sub-contractors? *No.*
 - o. Other?
17. Was the project that the contractor did for the reference similar in nature to the proposed project (type of construction, depth of utilities, etc.)? *Yes, onsite water, sewer and storm utilities.*
18. Safety:
- c. Were there any safety issues for the contractor's employees or safety issues with the public? *No.*
19. General Problems/Issues:
- m. Did the contractor work well with the City/Engineer staffs? *Yes, he worked great.*
 - n. Were there any significant issues with the contractor's employees dealing with the public? *No*
 - o. Were there many complaints from the residents regarding the contractor? *No*
 - p. Did the contractor cleanup his work site sufficiently? *Yes.*
 - q. Was there excessive personnel turnover for the contractor's field workers? *No.*
 - r. Were there any communication issues with the contractor's employees (ie. unable to speak English)? *Not at all.*
20. General:
- a. How much of the work was self-performed versus sub contracted out? *100% self-performed.*
 - b. Did the contractor do the utilities or sub contract them out? *Self-performed.*
 - c. Did the contractor do the roadway work or sub contract it out? *N/A.*
21. Would you hire this contractor again? *Yes*

CONTRACTOR REFERENCE QUESTIONS

Utility Contractor: **Boretex, LLC**

Reference from: **Leo Fletcher (512) 762-8300, Engineer.**

on 2/08/2016.

1. Project Time:
 - a. Was the construction started and completed on time? **Yes**
 - b. Did the contractor reach substantial completion on time, but took an extended period of time to reach final completion? **Not at all, they completed work in 30 days.**
 - c. Were there any significant delays or work stoppages? **No.**
 - d. Did the contractor request project time extensions unrelated to rain days or additional work requested by the Owner? **No.**
 - e. Other?
2. Project Budget:
 - a. Were there excessive change orders unrelated to engineering design errors or additional work requests from the Owner? **No.**
 - b. Were there any issues with payment quantities on monthly pay requests that did not match actual field conditions? **Not at all.**
 - c. Did the contractor pay his sub-contractors timely? **N/A, he did all the work.**
 - d. Were there any liens placed on the project from vendors or sub-contractors? **No.**
 - e. Other?
3. Was the project that the contractor did for the reference similar in nature to the proposed project (type of construction, depth of utilities, etc.)? **Yes, water line improvements.**
4. Safety:
 - a. Were there any safety issues for the contractor's employees or safety issues with the public? **No.**
5. General Problems/Issues:
 - a. Did the contractor work well with the City/Engineer staffs? **Yes**
 - b. Were there any significant issues with the contractor's employees dealing with the public? **No**
 - c. Were there many complaints from the residents regarding the contractor? **No**
 - d. Did the contractor cleanup his work site sufficiently? **Yes he did.**
 - e. Was there excessive personnel turnover for the contractor's field workers? **No.**
 - f. Were there any communication issues with the contractor's employees (ie. unable to speak English)? **No.**
6. General:
 - a. How much of the work was self-performed versus sub contracted out? **All self-performed.**
 - b. Did the contractor do the utilities or sub contract them out? **They were Self-performed.**
 - c. Did the contractor do the roadway work or sub contract it out? **N/A.**
7. Would you hire this contractor again? **Yes**

CONTRACTOR REFERENCE QUESTIONS

Utility Contractor: Boretex, LLC

Reference from: Scott Randolph (956) 279-7007, RJM Contractors, Inc.

on 2/08/2016.

8. Project Time:
 - f. Was the construction started and completed on time? **Yes**
 - g. Did the contractor reach substantial completion on time, but took an extended period of time to reach final completion? **Not at all.**
 - h. Were there any significant delays or work stoppages? **No.**
 - i. Did the contractor request project time extensions unrelated to rain days or additional work requested by the Owner? **No.**
 - j. Other?
9. Project Budget:
 - f. Were there excessive change orders unrelated to engineering design errors or additional work requests from the Owner? **Some change orders by the owner, contractor performed well.**
 - g. Were there any issues with payment quantities on monthly pay requests that did not match actual field conditions? **Not at all.**
 - h. Did the contractor pay his sub-contractors timely? **N/A, he did all the work.**
 - i. Were there any liens placed on the project from vendors or sub-contractors? **No.**
 - j. Other?
10. Was the project that the contractor did for the reference similar in nature to the proposed project (type of construction, depth of utilities, etc.)? **Yes, water and sewer improvements.**
11. Safety:
 - b. Were there any safety issues for the contractor's employees or safety issues with the public? **No.**
12. General Problems/Issues:
 - g. Did the contractor work well with the City/Engineer staffs? **Yes**
 - h. Were there any significant issues with the contractor's employees dealing with the public? **No**
 - i. Were there many complaints from the residents regarding the contractor? **No**
 - j. Did the contractor cleanup his work site sufficiently? **Yes he did.**
 - k. Was there excessive personnel turnover for the contractor's field workers? **No.**
 - l. Were there any communication issues with the contractor's employees (ie. unable to speak English)? **No.**
13. General:
 - a. How much of the work was self-performed versus sub contracted out? **All self-performed.**
 - b. Did the contractor do the utilities or sub contract them out? **They were Self-performed.**
 - c. Did the contractor do the roadway work or sub contract it out? **N/A.**
14. Would you hire this contractor again? **Yes**

CONTRACTOR REFERENCE QUESTIONS

Utility Contractor: Boretex, LLC

Reference from: Jason Baze (512) 327-9204, Murfee Engineering Co, Inc.

on 2/08/2016.

15. Project Time:
- k. Was the construction started and completed on time? *Yes started on time.*
 - l. Did the contractor reach substantial completion on time, but took an extended period of time to reach final completion? *Final punch list took a little long to complete.*
 - m. Were there any significant delays or work stoppages? *Yes, due to 25 inches of rain.*
 - n. Did the contractor request project time extensions unrelated to rain days or additional work requested by the Owner? *Coordination on irrigation lines with other contractors caused delays.*
 - o. Other?
16. Project Budget:
- k. Were there excessive change orders unrelated to engineering design errors or additional work requests from the Owner? *No.*
 - l. Were there any issues with payment quantities on monthly pay requests that did not match actual field conditions? *Not at all.*
 - m. Did the contractor pay his sub-contractors timely? *N/A, he did all the work.*
 - n. Were there any liens placed on the project from vendors or sub-contractors? *No.*
 - o. Other?
17. Was the project that the contractor did for the reference similar in nature to the proposed project (type of construction, depth of utilities, etc.)? *Yes, water line.*
18. Safety:
- c. Were there any safety issues for the contractor's employees or safety issues with the public? *No.*
19. General Problems/Issues:
- m. Did the contractor work well with the City/Engineer staffs? *Yes*
 - n. Were there any significant issues with the contractor's employees dealing with the public? *No*
 - o. Were there many complaints from the residents regarding the contractor? *No*
 - p. Did the contractor cleanup his work site sufficiently? *Yes he did.*
 - q. Was there excessive personnel turnover for the contractor's field workers? *No.*
 - r. Were there any communication issues with the contractor's employees (ie. unable to speak English)? *No.*
20. General:
- a. How much of the work was self-performed versus sub contracted out? *All self-performed.*
 - b. Did the contractor do the utilities or sub contract them out? *They were Self-performed.*
 - c. Did the contractor do the roadway work or sub contract it out? *N/A.*
21. Would you hire this contractor again? *Yes*



COUNCIL MEETING: March 1, 2016

ITEM: 5. Discussion and action to consider approval of the proposed 2016 Street Resurfacing Chip Seal program and the proposed 2016 Storm Water Drainage Improvement Program.

RESOURCE PERSON(S): **Kerry Lacy, City Manager**
Joe Parton, Director of Public Works

SUMMARY: The 2016 fiscal year budget as adopted provides for \$500,000.00 in funding for street improvements and an additional \$500,000.00 for storm water drainage improvements. Attached is a list of proposed streets that are in need of resurfacing with a chip seal program and a list of storm water drainage improvements that are needed to improve the overall flow of storm water runoff during rain events. Council may wish to consider proposing additional streets and or drainage improvements to the proposed lists. However, bare in mind only \$500,000.00 has been approved and adopted in the 2016 fiscal year budget for each of theses proposed programs.

RECOMMENDATION(S): Approve the proposed lists of street and drainage projects for fiscal year 2016 with possible additions by Council.

ATTACHMENT: 1-2016 Proposed Street and Drainage Program

2016 Street Paving - Options Single Course Chipseal			
Street	From	To	Estimated Cost
Carlson Lane	County Line Road	City Limits	\$ 45,550.00
County Line Road	U.S. 290	City Limits	\$ 131,100.00
North Avenue H	Taylor Road	East 6th Street	\$ 32,500.00
Lexington Road	North Avenue C	City Limits	\$ 54,150.00
Fisher Street	S. H. 95 South	F. M. 1704	\$ 23,200.00
Raymond Johnson Road	F. M. 1100	County Line Road	\$ 7,350.00
West Cleveland	U. S. 290	South Main Street	\$ 33,250.00
South Avenue C	Central Avenue	Loop 109	\$ 40,250.00
Anderson Lane	Canary Street	S. H. 95 North Service Road	\$ 11,250.00
Canary Street	Cardinal Street	West 11th Street	\$ 16,700.00
Cardinal Street	West 2nd Street	U. S. 290	\$ 12,850.00
Total			\$ 408,150.00

2016 Street Drainage Project Options	
Street	Estimated Cost
Central Avenue Box Culvert	\$ 75,000.00
Avenue B Drainage Improvements - TRC estimate	\$ 79,092.00
West Brenham Street Drainage Improvements - TRC Estimate	\$ 267,500.00
Total	\$ 421,592.00



COUNCIL MEETING: March 1, 2016

ITEM: 6. Discussion and action to award the selection of a management services firm for 2015-2016 Community Development Block Grant Program Community Development Fund contract No. 7215151.

RESOURCE PERSON(S): **Kerry Lacy, City Manager**
Sydney Laquey, Finance Director
Amy Miller, Community Development Director
Doug Prinz, Utilities Director

SUMMARY: The City of Elgin received three proposals to complete grant administration services for CDBG Contract # 7215151. This grant will provide improved water line infrastructure on Hwy 290 from Ochoa to FM 1704 (South Main Street), by replacing 1,880 l.f. of 6" water line with 12" water line including hydrants, valves and fittings, pavement repair and service reconnections. Benefitting both residences and businesses including Meyers Elgin Sausage Smokehouse. Proposals were received from Langford Community Management Services, Community Development Management Company, and Grant Development Services. The proposals were reviewed and scored by a committee including Sue Brashar, City Council member, Dodie Hudson, Utility Billing Supervisor, and Gary Cooke, Planning & Development Director. Community Development management had a score of 261, Langford Community Management Services had a score of 289 and Grant Development Services had a score of 292. Amy Miller and La'Richer Parks, Community Development Department, conducted reference calls for all of the firms. The review committee recommends the selection of Grant Development Services to complete the administration of 2015-2016 Community Development Block Grant Program Community Development Fund contract No. 7215151.

**RECOMMENDATION(S): Approve the selection of Grant Development Services for
2015-2016 Community Development Block Grant Program
Community Development Fund Contract No. 7215151.**

ATTACHMENT:



COUNCIL MEETING: March 1, 2016

ITEM: 7. Discussion and action to consider a resolution authorizing the submission of a Texas Community Development Block grant (TXCDBG) program application to the Texas Department of Agriculture for the disaster relief fund; and authorizing the mayor or the city manager to act as the city's executive officer and authorized representative in all matters pertaining to the city's participation in the Texas Community Development Block Grant program.

RESOURCE PERSON(S): **Kerry Lacy, City Manager**
Sydney Laquey, Finance Director
Amy Miller, Community Development Director
Laura Schwartz, Purchasing Agent / Finance Administrator

SUMMARY: In October 2015 the City of Elgin experienced severe flooding and sustained damage to streets, drainage facilities, Shenandoah Soccer Park & Greenbelt Trail and parking area, water treatment plant pumps and pump housing, and removed significant amounts of debris from the storms and flooding. The City of Elgin is working with FEMA to assess the damage and receive funding assistance towards the repairs/replacements that need to be completed. The Texas Department of Agriculture opened this disaster relief fund in February 2016. The City can apply for up to \$350,000 that can be used to cover the required 25% match to FEMA funding assistance, or the CDBG funds can be used for repairs replacements that are not covered under FEMA funding. The CDBG grant does not require a local match. A public hearing for this grant application was held on February 25, 2016.

RECOMMENDATION(S): Approve Resolution 2016-03-01-01 authorizing the submission of a Texas Community Development Block grant (TXCDBG) program application to the Texas Department of Agriculture for the disaster relief fund; and authorizing the mayor or the city manager to act as the city's executive officer and authorized representative in all matters pertaining to the city's participation in the Texas Community Development Block Grant program.

ATTACHMENT: 1-Resolution CDBG Disaster Relief Fund

RESOLUTION NO. 2016-03-01-01

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ELGIN, BASTROP COUNTY, TEXAS, AUTHORIZING THE SUBMISSION OF A TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT (TxCDBG) PROGRAM APPLICATION TO THE TEXAS DEPARTMENT OF AGRICULTURE FOR THE DISASTER RELIEF FUND; AND AUTHORIZING THE MAYOR OR THE CITY MANAGER TO ACT AS THE CITY'S EXECUTIVE OFFICER AND AUTHORIZED REPRESENTATIVE IN ALL MATTERS PERTAINING TO THE CITY'S PARTICIPATION IN THE TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM.

WHEREAS, the City Council of the City of Elgin desires to develop a viable community, including decent housing and a suitable living environment and expanding economic opportunities, principally for persons of low-to-moderate income; and

WHEREAS, certain conditions exist which represent a threat to the public health and safety; and

WHEREAS, it is necessary and in the best interest of the City of Elgin to apply for funding under the Texas Community Development Block Grant (TxCDBG) Program;

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

1. That a Texas Community Development Block Grant Program application for the Disaster Relief Fund is hereby authorized to be filed on behalf of the City with the Texas Department of Agriculture.
2. That the City's application be placed in consideration for funding under the Disaster Relief Fund.
3. That the application be for up to \$350,000.00 of grant funds to repair/replace streets/drainage facilities, repair/replace pump housing and pumps at the water treatment plant, repair/replace Shenandoah Soccer Field and Greenbelt Trail and parking area, and debris removal.
4. That the City Council directs and designates the Mayor or the City Manager as the City's Chief Executive Officer and Authorized Representative to act in all matters in connection with this application and the City's participation in the Texas Community Development Block Grant Program.
5. That all funds will be used in accordance with all applicable federal, state, local and programmatic requirements including but not limited to procurement, environmental review, labor standards, real property acquisition, and civil rights requirements.
6. That it further be stated that if City of Elgin receives FEMA funds that the TxCDBG funds may be used as match.

Passed and approved this 1st day of March, 2016.

Marc Holm, Mayor

City of Elgin, Texas

Lucretia Alvarez, City Secretary
City of Elgin, Texas



COUNCIL MEETING: March 1, 2016

ITEM: 8. Discussion and action to consider an Ordinance declaring Unopposed Candidates in the May 7, 2016 City of Elgin General Election elected to office, and Canceling the General Election.

RESOURCE PERSON(S): Kerry Lacy, City Manager
Lucretia Alvarez, City Secretary

SUMMARY: Pursuant to Section 2.052 Texas Election Code, the City Secretary can certify in writing that certain candidates are unopposed for the City Election to be held May 7, 2016. Section 2.053 Texas Election Code provides that upon receipt of such a certificate the City Council may declare each unopposed candidate elected to the office. Candidates Chris Cannon for Mayor, Jessica for Ward 1, Edward Maldonado for Ward 2, Craig Fromme for Ward 3, and Sue Brashar for Ward 4 are unopposed.

RECOMMENDATION(S): Approve Ordinance 2016-03-01-06 declaring Chris Cannon for Mayor, Jessica Bega for Ward 1, Edward Maldonado for Ward 2, Craig Fromme for Ward 3, and Sue Brashar for Ward 4, each unopposed candidate elected to the office, and canceling the election.

ATTACHMENT: 1-Ordinance 2016-03-01-06 Declaring Unopposed Candidates and Cancel General Election

ORDINANCE NO. 2016-03-01-06

AN ORDINANCE ACKNOWLEDGING RECEIPT OF "CERTIFICATE OF UNOPPOSED STATUS" PURSUANT TO SECTION 2.052 TEXAS ELECTION CODE; DECLARING UNOPPOSED CANDIDATES TO BE ELECTED TO THEIR RESPECTIVE OFFICES AND CANCELING THE MAY 7, 2016 GENERAL ELECTION; PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES.

WHEREAS, pursuant to Section 2.052 Texas Election Code, the City Secretary, who is also the authority responsible for having the official ballot for City Council elections prepared, has certified in writing that certain candidates are unopposed in the May 7, 2016 election, and

WHEREAS, Section 2.053 Texas Election Code provides that upon receipt of such a certificate that the Council may declare each unopposed candidate elected to the office and cancel the election, Now Therefore

**BE IT ORDAINED BY THE COUNCIL OF THE CITY OF ELGIN,
TEXAS:**

I.

The Elgin City Council hereby acknowledges receipt of a Certificate of Unopposed Status from the City Secretary that certain candidates whose names were to appear on the ballot for the May 7, 2016 City General Election are each unopposed. A copy of such Certificate is ordered to be attached to this ordinance as Exhibit "A".

II.

Pursuant to Section 2.053 Texas Election Code, the City Council hereby declares that the following unopposed candidates are elected to their respective

offices, and shall be issued certificates of election following the time the election would have been canvassed:

- | | | |
|----|--------------------------|------------------------|
| a) | Chris Cannon | Mayor At-Large |
| b) | Jessica A. Bega | Council Member, Ward 1 |
| c) | Edward "Eddie" Maldonado | Council Member, Ward 2 |
| d) | Craig Fromme | Council Member, Ward 3 |
| e) | Sue Prinz Brashar | Council Member, Ward 4 |

III.

The May 7, 2016 general city election is canceled, and the city secretary is directed to cause a copy of this ordinance to be posted on election day at each polling location used or that would have been used in the election.

IV.

- A. All ordinances, parts of ordinances, or resolutions in conflict herewith are expressly repealed.
- B. The invalidity of any section or provision of this ordinance shall not invalidate other sections or provisions thereof.

READ, PASSED and ADOPTED on this the 1st day of March, 2016.

ATTEST:

MARC HOLM, MAYOR

LUCRETIA ALVAREZ, City Secretary

Exhibit "A"

CERTIFICATE OF UNOPPOSED STATUS

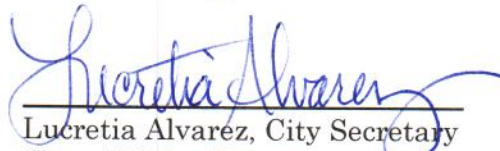
I, Lucretia Alvarez, City Secretary for the City of Elgin, Texas, and being also the authority responsible for having the official ballot prepared for City Council elections, do hereby certify, pursuant to '2.052 Texas Election Code, that certain candidates whose names are to appear on the ballot for the May 7, 2016 City General Election are unopposed. The unopposed candidates and their respective offices are as follows:

- | | | |
|----|--------------------------|------------------------|
| a) | Chris Cannon | Mayor At-Large |
| b) | Jessica A. Bega | Council Member, Ward 1 |
| c) | Edward "Eddie" Maldonado | Council Member, Ward 2 |
| d) | Craig Fromme | Council Member, Ward 3 |
| e) | Sue Prinz Brashar | Council Member, Ward 4 |

Signed and Certified this the 24th day of February, 2016.



LUCRETIA ALVAREZ
City Secretary


Lucretia Alvarez, City Secretary
City of Elgin, Texas