



**AGENDA
ELGIN CITY COUNCIL
REGULAR MEETING
TUESDAY, MAY 3, 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

1. Proposed zoning change submitted by Sean Garretson of Pegasus Planning and Development for Elgin Agrarian LLC for a Planned Development District (PDD) for the property located in the Mary Christian Burleson Homestead Subdivision, Lots 1 and 2, and being approximately 23.065 acres, City of Elgin, Bastrop County, Texas to be known as Elgin Agrarian Community. Current Zoning is R-1 Single Family Residential.

Kenneth Reneau, Interim City Manager

Gary N Cooke, Planning and Development Director

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. Presentation of a Certificate of Appreciation from The City of Elgin to Ian and Donovan Allen for their Eagle Scout Projects at Thomas Memorial Park

Kenneth Reneau, Interim City Manager

Michael Gonzalez Parks and Recreation Director

2. Presentation of Employee of the Second Quarter 2016 to Hermilo Valencia.
Kenneth Reneau, Interim City Manager
Sandy Ott, Library Director
3. Proclamation recognizing Municipal Clerks Week May 1-7, 2016.
Kenneth Reneau, Interim City Manager
Marc Holm, Mayor
Lucretia Alvarez, City Secretary
4. Proclamation recognizing Lupus Awareness Month and Put ON Purple Day May 20, 2016.
Kenneth Reneau, Interim City Manager
Marc Holm, Mayor
Lucretia Alvarez, City Secretary
5. Proclamation recognizing National Historic Preservation Awareness Month
Kenneth Reneau, Interim City Manager
Amy Miller, Community Development Director

REPORTS

1. Monthly Department Reports for March 2016
Kenneth Reneau, Interim City Manager
2. Presentation of FY 2015-2016 Second Quarter Investment Report.
Kenneth Reneau, Interim City Manager
Sidney LaQuey, Finance Director
Laura Schwartz, Purchasing Agent/Finance Administrator

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 April 5, 2016.
Kenneth Reneau, Interim City Manager
Lucretia Alvarez, City Secretary
2. Approval of an Agreement Between the City of Elgin and the YMCA of Austin for Swim lessons Summer 2016
Kenneth Reneau, Interim City Manager
Michael Gonzalez, Parks and Recreation Director
3. Approval of street closure for Juneteenth Festival Street Dance Friday, June 10, 2016 from 4 p.m. to midnight on Depot Street from Main Street to Avenue C.
Kenneth Reneau, Interim City Manager
Amy Miller, Community Development Director
4. Approval of street closures for Juneteenth Festival Parade Saturday, June 11, 2016 from 9 a.m. to noon.
Kenneth Reneau, Interim City Manager
Amy Miller, Community Development Director

5. Approval of board reappointments of Franklin Boettcher, S.H. McShan and Ruby Simms to the Board of Adjustments for two-year terms expiring June 1, 2018.
Kenneth Reneau, Interim City Manager
Lucretia Alvarez, City Secretary
Gary Cooke, Planning and Development Director
6. Approval of board reappointments of Vince Dungan and Randy Starr, and appointment of Bettye Lofton to the Public Safety Advisory Committee for two-year terms expiring June 1, 2018.
Kenneth Reneau, Interim City Manager
Lucretia Alvarez, City Secretary
Chris Bratton, Chief of Police
7. Approval of waiving open container ordinance for the Juneteenth Festival Street Dance on Friday, June 10 from 8 p.m. to midnight and on Saturday, June 11 from 10 a.m. to 6 p.m. for the Juneteenth Festival on Depot Street from Main Street to Avenue C and in Veterans Memorial Park.
Kenneth Reneau, Interim City Manager
Amy Miller, Community Development Director
8. Approval of waiving the open container ordinance for the Western Days Festival on Friday, June 24 from 4 p.m. to 12:15 a.m. and on Saturday, June 25 from 8 a.m. to 8 p.m. in Elgin Memorial Park.
Kenneth Reneau, Interim City Manager
Amy Miller, Community Development Director
9. Approval of street closures for the Western Days Festival Parade on Saturday, June 25, 2016 from 9 a.m. to 1 p.m.
Kenneth Reneau, Interim City Manager
Amy Miller, Community Development Director

UNFINISHED BUSINESS

None

NEW BUSINESS

1. Presentation with discussion and action to consider acceptance of the audit report for the year ending September 30, 2015 as presented and prepared by BrooksCardiel, PLLC.
Kenneth Reneau, Interim City Manager
Buck Laquey, Finance Director
BrooksCardiel, PLLC
2. Presentation with discussion of CARTS transit station by CARTS and McCann Adams Studio.
Kenneth Renneau, Interim City Manager
Amy Miller, Community Development Director
Gary Cooke, Planning & Development Director
3. Discussion and action to consider an ordinance annexing adjacent and contiguous territory to the City of Elgin, Texas, To Wit: 14.127 Acres of land, in Bastrop County.
Kenneth Reneau, Interim City Manager
Gary N Cooke, Planning and Development Director

4. Discussion and action to consider an ordinance regarding a proposed zoning change request from Sean Garretson of Pegasus Planning and Development of Elgin Agrarian LLC for a Planned Development District (PDD) for the property located in the Mary Christian Burleson Homestead Subdivision, Lots 1 and 2, and being approximately 23.06.065 acres, City of Elgin, Bastrop County, Texas to be known as Elgin Agrarian Community. The request is to change the zoning from R-1 Single Family Residential to PDD (Planned Development District).
Kenneth Reneau, Interim City Manager
Gary N Cooke, Planning and Development Director
5. Discussion and action to consider an Ordinance amending Park and Recreational Users Fees and Fleming Center User Fees.
Kenneth Reneau, Interim City Manager
Michael Gonzalez, Parks and Recreation Director
6. Discussion and action to consider a resolution authorizing the Elgin Economic Development Corp. to spend an amount greater than \$10,000 per State Statutes. Specifically to award a Mega Grant of \$25,000 to Israel Arreola who spent \$450,000 remodeling his Morelia Mexican Grill building thus creating jobs and expanding the City of Elgin tax base.
Kenneth Reneau, Interim City Manager
Owen Rock, EDC Director
7. Discussion and action to consider adoption of a Resolution that would suspend the proposed rate increase from CenterPoint Energy Entex, South Texas Division until after July 14, 2016.
Kenneth Reneau, Interim City Manager
Lucretia Alvarez, City Secretary
8. Discussion and action to consider Resolution 2016-05-03-04 designating authorized signatures for Contractual and Grant Fund Documents in connection with the Texas Community Block Grant Program (TxCDBG) for use in the Main Street Project Number 7214372 and 2015 Community Development Fund Contract Number 7215151.
Kenneth Reneau, Interim City Manager
Amy Miller, Community Development Director
Laura Schwartz, Purchasing Agent / Finance Administrator
9. Discussion and action to award the construction contract to Gaeke Construction Company in the amount of \$118,617.91 for the Texas Capital Fund Main Street program grant Contract No. 7214372 and authorize the Interim City Manager or the City Manager to approve change orders for up to 25% of the contract.
Kenneth Reneau, Interim City Manager
Amy Miller, Community Development Director
Joe Parten, Public Works Director

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 April 29, 2016 before 5:00 p.m. in accordance with Chapter 551 of the Texas Government Code.

Lucretia Alvarez
Lucretia Alvarez, City Secretary



COUNCIL MEETING: May 3, 2016

ITEM: 1. Proposed zoning change submitted by Sean Garretson of Pegasus Planning and Development for Elgin Agrarian LLC for a Planned Development District (PDD) for the property located in the Mary Christian Burleson Homestead Subdivision, Lots 1 and 2, and being approximately 23.065 acres, City of Elgin, Bastrop County, Texas to be known as Elgin Agrarian Community. Current Zoning is R-1 Single Family Residential.

RESOURCE PERSON(S): **Kenneth Reneau, Interim City Manager**
Gary N Cooke, Planning and Development Director

SUMMARY: This is the second of two public hearings to receive citizen input on the proposed zoning change.

RECOMMENDATION(S): None.

ATTACHMENT: 1-April 18, 2016 Planning and Zoning Commission Agenda
2-Zoning Change Request
3-Minutes



AGENDA
ELGIN PLANNING AND ZONING COMMISSION
PUBLIC HEARING/REGULAR SPECIAL MEETING
MONDAY, APRIL 18, 2016 6:30 P.M.
CITY HALL ANNEX COUNCIL CHAMBERS
310 N MAIN STREET

CALL TO ORDER

PUBLIC COMMENT

Individuals may request to speak on items on the agenda, and items not on the agenda. Speaker comments are limited to three (3) minutes. No formal action can be taken on items not posted on the agenda. 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 Commission Member, member of Staff, other individual or group.

CONSENT

1. Approval of minutes, January 11, 2016.

UNFINISHED BUSINESS

NEW BUSINESS

1. REVIEW AND MAKE POSSIBLE RECOMMENDATIONS TO THE ELGIN CITY COUNCIL FOR A ZONING CHANGE AND PLANNED DEVELOPMENT DISTRICT(PDD) SUBMITTED BY SEAN GARRETTSON OF PEGASUS PLANNING AND DEVELOPMENT FOR ELGIN AGRARIAN LLC FOR THE PROPERTY LOCATED IN THE MARY CHRISTIAN BURLESON HOMESTEAD SUBDIVISION, LOT 2, AND BEING APPROXIMATELY 22.065 ACRE TRACT, CITY OF ELGIN, BASTROP COUNTY, TEXAS TO BE KNOWN AS ELGIN AGRARIAN COMMUNITY.

EXECUTIVE SESSION

The board may 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.

RECONVENE

The board returns to open session for possible discussion and action as a result of the Executive Session.

ANNOUNCEMENTS

ADJUOURNMENT

NOTICE

I, Gary N. Cooke, Director Planning & Development 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 1st of April, 2016 before 5:00 p.m. in accordance with Chapter 551 of the Texas Government Code. The Elgin City Council will hold a public hearing on item 1 in the City Council Chambers, Elgin City Hall Annex, 310 N. Main Street, Elgin, Texas on May 3, 2016.

Gary N. Cooke

Gary N. Cooke, Director Planning & Development

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.

Para informacion en espanol favor de llamar 512-281-0119.

Servicios de traduccion disponible en la reunion.



March 31, 2016

NOTICE OF A ZONING CHANGE AND PLANNED DEVELOPMENT DISTRICT REQUEST

A REQUEST HAS BEEN FILED BY SEAN GARRESTON OF PEGASUS PLANNING AND DEVELOPMENT FOR ELGIN AGRARIAN, LLC FOR A PLANNED DEVELOPMENT DISTRICT (PDD) FOR THE PROPERTY LOCATED IN THE MARY CHRISTIAN BURLESON HOMESTEAD SUBDIVISION, LOT 2, AND BEING APPROXIMATELY 22.065 ACRE TRACT, CITY OF ELGIN, BASTROP COUNTY, TEXAS TO BE KNOWN AS ELGIN AGRARIAN COMMUNITY. CURRENT ZONING IS R-1 SINGLE FAMILY RESIDENTIAL.

Notice is hereby given of a regular/special public hearing to be held in the City Council Chambers at the Elgin City Hall Annex, 310 N. Main St. in the City of Elgin, Texas on April 18, 2016 at 6:30 p.m. by the Planning and Zoning Commission.

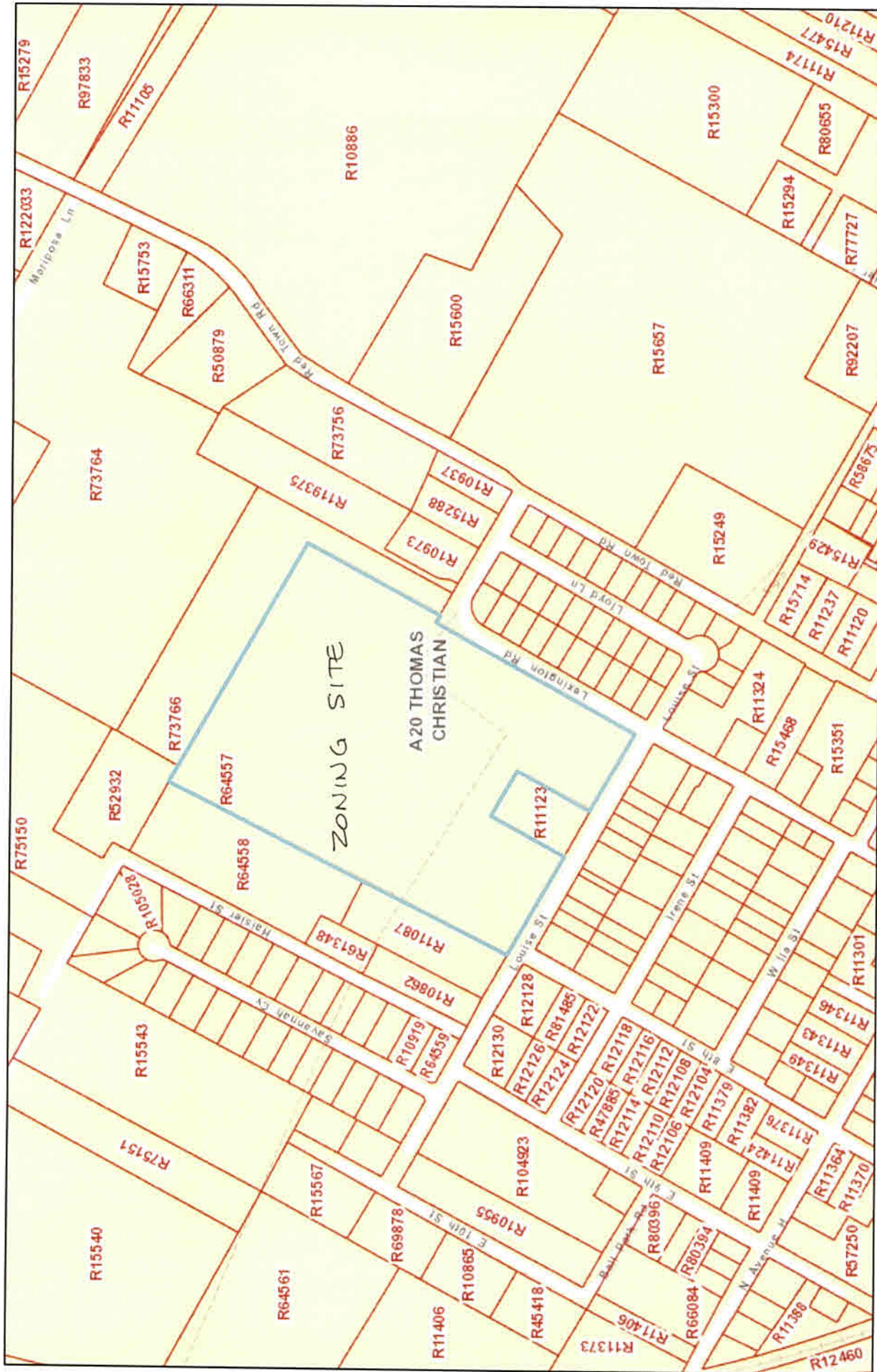
You are being notified because your property is located within two-hundred feet (200) of the property requesting a subdivision and /or zoning change. This hearing is open to any interested person. Opinions, objections and or comments relative to this matter may be expressed in writing or in person at the hearings. You may also be represented by another person, neighbor, or attorney.

The attached map shows the area of the request. Property owners within two hundred (200') feet are required by law to be notified.

For more information please contact Gary N. Cooke at 512-281-0119

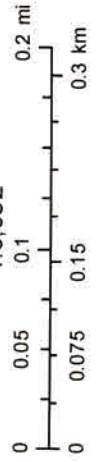
“This institution is an equal opportunity provider”

CC 5/3/16 - Page 9



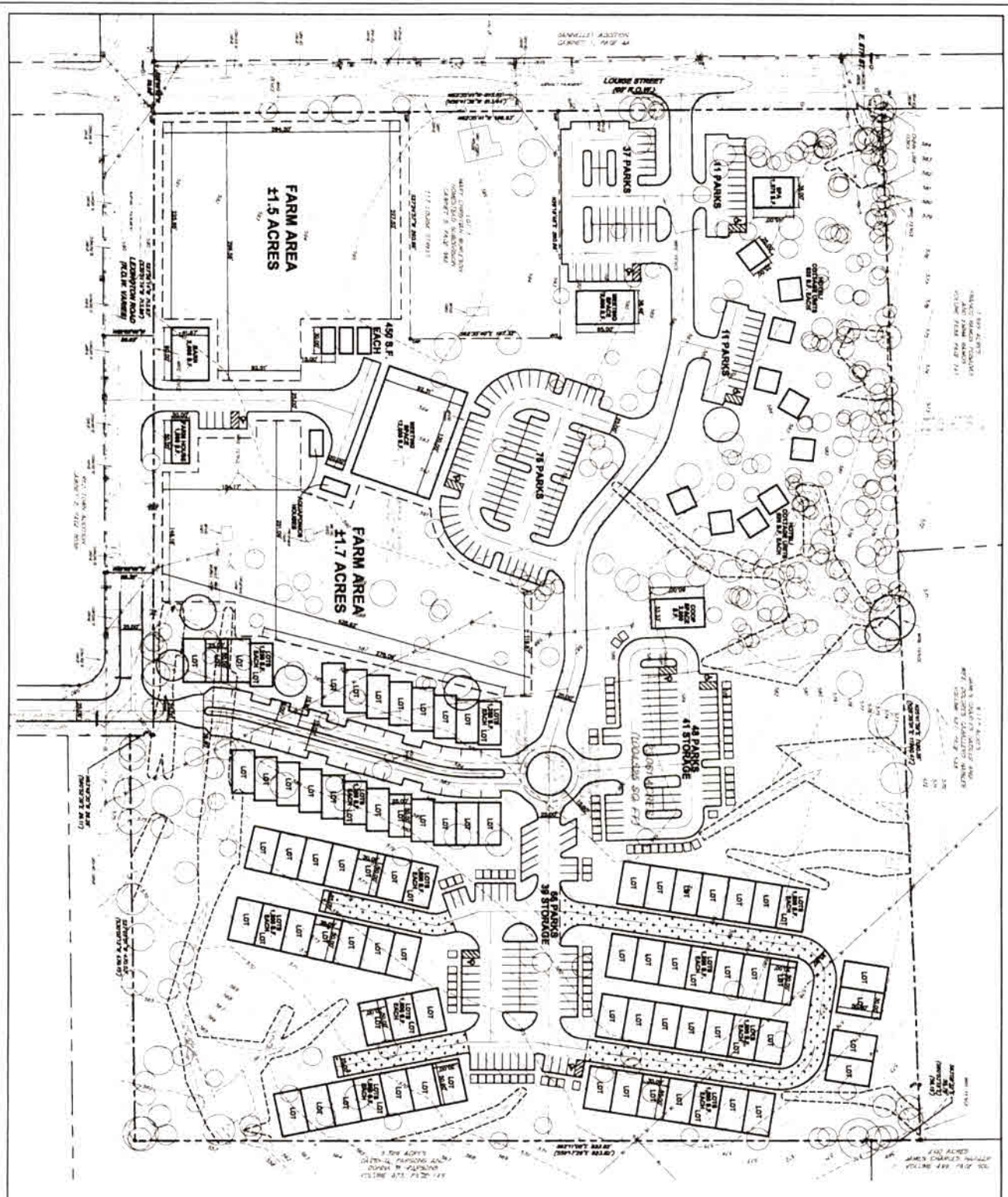
Disclaimer: This product is for informational purposes only and has not been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of boundaries

1:6,052



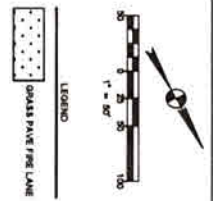
Sources: Esri, HERE, DeLorme, USGS, Intermap, increment P Corp., NRCAN, Esri Japan, METI, Esri China (Hong Kong), Esri (Thailand).

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 offer, nor does it constitute an offer, and it is not intended to be used for any such purpose. It is not intended to be used for any such purpose. It is not intended to be used for any such purpose.



PARKING COUNTS

REGULAR	11
HANDICAP	8
TOTAL	19
STORAGE	30



EXH	DRAWN BY: LKB	EACO - ELGIN AGRARIAN COMMUNITY LOUISE STREET, ELGIN, TX.	CONCEPT SITE PLAN	BURY 221 West Sixth Street, Suite 601 Austin, Texas 78701 Tel: 512.326.0111 Fax: 512.326.0207 Email: info@bury.com Copyright © 2016
	DESIGNED BY: DMW			
	PROJECT NO: 11-2626-10001			
PEGASUS PLANNED DEVELOPMENT				



March 23, 2016

To: Gary Cooke
Director of Planning and Development
City of Elgin

From: Sean Garretson
President, Pegasus Planning and Development
General Partner, Elgin Agrarian, LLC

Subject: Request for Zoning Change for the Elgin Agrarian Community

Please consider this letter as a formal request to present a conceptual plan for the rezoning of land in north Elgin at the April 18, 2016 Planning Commission Meeting for the development referred to as EACO – Elgin Agrarian Community (www.ElginAgrarian.com).

EACO will be a 24-acre mixed-use development consisting of 80 owner-occupied residential units, a 3-acre working farm, and ancillary commercial buildings to support Agriculture and Community. Half of the 24-acres is within the city of Elgin and half is in Bastrop County. A petition to be annexed has also been filed with the City for the remaining acreage of this development. The 1-acre parcel and homestead of Mary Christian Burleson has already been donated to the Mary Christian Burleson Foundation.

The address for the project is 103 Louise Street. All acreage is owned by the Elgin Agrarian, LLC and all taxes are paid and current.

Please let me know should you require additional information at this time. We look forward to working with the Planning Commission and City Council in the creating of the Planned Development District.

MINUTES
PLANNING AND ZONING COMMISSION
PUBLIC HEARING-REGULAR-SPECIAL MEETING
MONDAY, APRIL 18, 2016 – 6:30 PM

1. **CALL TO ORDER** 6:32 pm

PRESENT: Ronald Creppon, Brian Lundgren, Dorothy McCarther, Rudy L. Ramirez, David Lanford (arrived at 6:34 pm).

ABSENT: Tony Prete, Geno Chavarria

GUEST: Paula Ramsey, Jeffrey Asmussen, Arleen Christensen, Bernard Christensen, Artie Monson, Jim & Dolores Haisler, Nikki Snodgrass, Daniel Mahoney, John Lewis, Renee Girling, Sean Garretson, Bobak Tehrany, Jillian Anderson, Beau Perry, Gary N. Cooke, Carlos Navejas, and Melissa Lipiec.

2. **PUBLIC COMMENT:** None.

3. **MINUTES:** No correction or additions to the minutes, January 11, 2016 minutes approved.

4. **UNFINISHED BUSINESS:** Ronnie Creppon stepped down as Chairman of the Planning and Zoning Commission. He nominated Tony Prete as Chairperson and Geno Chavarria as Vice Chairperson. There were no objections to the nominations.

5. **NEW BUSINESS:**

1. REVIEW AND MAKE POSSIBLE RECOMMENDATIONS TO THE ELGIN CITY COUNCIL FOR A ZONING CHANGE AND PLANNED DEVELOPMENT DISTRICT (PDD) SUBMITTED BY SEAN GARRETSON OF PEGASUS PLANNING AND DEVELOPMENT FOR ELGIN AGRARIAN LLC FOR THE PROPERTY LOCATED IN THE MARY CHRISTIAN BURLESON HOMESTEAD SUBDIVISION, LOT 2, AND BEING APPROXIMATELY 22.065 ACRE TRACT, CITY OF ELGIN, BASTROP COUNTY, TEXAS TO BE KNOWN AS ELGIN AGRARIAN COMMUNITY. Sean Garretson of Pegasus Planning and Development made a power point presentation to the Commission and guests. He stated that they have collaborated with the Mary Christian Burleson Foundation on this plan. The community will consist of 80 owner occupied homes ranging from 450 square feet to 1,400 square feet in size and that 33% of the land will be devoted to parkland/open space. Also planned is a hiking trail which they will maintain. Ronnie Creppon asked who the builder would be and Sean Garretson responded that none has been chosen yet. Public comments were then solicited and the following individuals got up to speak: Paula Ramsey, Jeffrey Asmussen, Renee Girling, and Arlene Christensen. Paula Ramsey brought up the fact that Louise street has no sidewalks and no curbs and that safety would be an issue for pedestrians if we are going to increase the traffic in the area. She also stated that there has been virtually no maintenance done to the property since it has changed ownership and she would like to see them clear out the brush and mow. Jeffrey Asmussen's questions were about maintenance of the property and who would fund the maintenance. He also asked if property owners could lease their units out. His final question was about commercial parking and how it would be enforced. Renee Girling attended the meeting as a representative of the Mary Christian Burleson Foundation and she stated that she was in favor of the plan. Arlene Christianson's issues were about road congestion. Gary N. Cooke stated the Planned Development District document had been received that day and had been preliminarily reviewed by Charlie Crossfield, the City Attorney. After some additional discussion David Lanford made a motion to recommend that the Elgin City Council change the zoning from R-1 Single Family to PDD (Planned Development District) for Lot 2 of the Mary Christian Burleson Homestead Subdivision.

Dorothy McCarther seconded the motion and a vote was taken. The motion passed unanimously with a vote of 5 for and 0 against.

6. ANNOUNCEMENTS: Gary N. Cooke announced that there will be a reception honoring Kerry Lacy on April 25th from 3pm to 5 pm at the Fleming Center. Mr. Lacy will be retiring. There will be another reception honoring Marc Holm for his 8 years of service as Mayor of the City of Elgin. This reception will take place on May 10th from 7:30-9:00 pm at The Owl. All commission members are invited to attend. Gary also stated that we anticipate meeting on a subdivision in May.

7. ADJOURNMENT: 7:44 pm.

Ronald Creppon
Chairman, Planning & Zoning Commission

ATTEST:

Gary N. Cooke
Secretary, Planning & Zoning Commission



COUNCIL MEETING: May 3, 2016

ITEM: 1. Presentation of a Certificate of Appreciation from The City of Elgin to Ian and Donovan Allen for their Eagle Scout Projects at Thomas Memorial Park

RESOURCE PERSON(S): **Kenneth Reneau, Interim City Manager**
Michael Gonzalez Parks and Recreation Director

SUMMARY: Two Scouts from Troop 182 have completed their requirements for Eagle Scout. Ian and Donovan Allen, twin brothers from Elgin High School, worked with the Parks Department and selected Thomas Park for their Eagle Scout Projects. Ian renovated the concession stand at Thomas Park to working condition. Donovan installed plants, mulch and signage for an educational garden in the flower beds at Thomas Memorial Park. Both Scouts organized volunteers and secured donated materials for these projects with a cost equivalent close to \$5,000. The City of Elgin would like to recognize these Scouts' projects and the hard work Ian and Donovan have done to help out the community.

RECOMMENDATION(S): Present of a Certificate of Appreciation from The City of Elgin to Ian and Donovan Allen for their Eagle Scout Projects at Thomas Memorial Park

ATTACHMENT:



COUNCIL MEETING: May 3, 2016

ITEM: 2. Presentation of Employee of the Second Quarter 2016 to Hermilo Valencia.

RESOURCE PERSON(S): Kenneth Reneau, Interim City Manager
Sandy Ott, Library Director

SUMMARY: Hermilo Valencia has been nominated by his peers to be the Employee of the Second Quarter 2016.

RECOMMENDATION(S): It is recommended that Hermilo Valencia be congratulated for his contributions to the Public Works Department.

ATTACHMENT: 1-Congratulations letter Employee of the 2nd Quarter 2016Attached Document



April 19, 2016

Dear Mr. Hermilo Valencia,

Congratulations! You have been selected as the Employee of the Quarter for the 2nd Quarter of 2016. The Employee Awards Committee selected you for several reasons. Two committee members have personally observed your good work ethic. Four co-workers nominated you with the following kudos:

1. Hard worker, helpful, smiles, friendly, steady, on time
2. Great employee, always willing to help when needed
3. Great person to work with, very helpful, very nice hardworking person
4. Sets good standards for team – Always smiling, very helpful, doesn't need to be asked just does it.

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, May 5th 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: May 3, 2016

ITEM: 3. Proclamation recognizing Municipal Clerks Week May 1-7, 2016.

RESOURCE PERSON(S): Kenneth Reneau, Interim City Manager
Marc Holm, Mayor
Lucretia Alvarez, City Secretary

SUMMARY: Municipal Clerks Week is recognized the first week of May each year as the oldest office among public service, and recognizes the pledge, education, professional liaison, and administrative accomplishments of the municipal clerk. This year we celebrate May 1-7 as Municipal Clerks Week.

RECOMMENDATION(S): Photo with Mayor.

ATTACHMENT: 1-Municipal Clerks Week

Proclamation

Municipal Clerks Week

May 1 - 7, 2016

Whereas, The Office of the Municipal Clerk, a time honored and vital part of local government exists throughout the world, and

Whereas, The Office of the Municipal Clerk is the oldest among public servants, and

Whereas, The Office of the Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other levels, and

Whereas, Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all, and

Whereas, The Municipal Clerk serves as the information center on functions of local government and community, and

Whereas, Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, province, county and international professional organizations, and

Whereas, It is most appropriate that we recognize the accomplishments of the Office of the Municipal Clerk.

Now, Therefore, I, Marc Holm, Mayor of Elgin, Texas, do recognize the week of May 1 through May 7, 2016, as Municipal Clerks Week, and further extend appreciation to our Municipal Clerk, Lucretia Alvarez TRMC and to all Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

Dated this 3rd day of May, 2016.

Mayor Marc Holm



COUNCIL MEETING: May 3, 2016

ITEM: 4. Proclamation recognizing Lupus Awareness Month and Put ON Purple Day May 20, 2016.

RESOURCE PERSON(S): Kenneth Reneau, Interim City Manager
Marc Holm, Mayor
Lucretia Alvarez, City Secretary

SUMMARY: Lupus Awareness Month is recognized the month of May each year. This year we celebrate May 20, 2016 as Put on Purple Day.

RECOMMENDATION(S): Recognition by Mayor.

ATTACHMENT: 1-Lupus Awareness Month

Proclamation

Lupus Awareness Month

WHEREAS, an estimated 1.5 million Americans suffer from Lupus, the chronic inflammatory, autoimmune disease that can affect various parts of the body, especially the skin, joints, blood and kidneys; and

WHEREAS, Lupus can be difficult to diagnose because its symptoms are similar to those of many other illnesses, and major gaps exist in understanding the causes and consequences; and

WHEREAS, the Lupus Foundation of America, Lone Star Chapter is part of a national force devoted to solving the cruel mystery of lupus while providing caring support to those who suffer from its brutal impact; and

WHEREAS, the Chapter rallied the Elgin community to wear the color purple and to further unify the support for those living with the disease; and

WHEREAS, awareness is vital in raising funds for research for those affected by lupus; and it is our responsibility as a community to advocate on their behalf and to further encourage educational programs so everyone affected by lupus can have an improved quality of life;

NOW, THEREFORE, I Mayor Marc Holm, by virtue of the authority vested in me as Mayor of the City of Elgin, Texas, do hereby proclaim May 20, 2016 as

Put On Purple Day

throughout the City of Elgin and urge all citizens to support the cause of raising awareness of lupus, so that we can have a world with NO lupus.

IN WITNESS WHEREOF, I have hereunto set my hand and cause the corporate seal of the City to be affixed this 3rd day of May, 2016.

Mayor Marc Holm



COUNCIL MEETING: May 3, 2016

ITEM: 5. Proclamation recognizing National Historic Preservation Awareness Month

RESOURCE PERSON(S): **Kenneth Reneau, Interim City Manager**
Amy Miller, Community Development Director

SUMMARY: Elgin has a strong historic preservation program which includes volunteers from the Main Street Board, Historic Review Board and Elgin Historical Association. National Historic Preservation Awareness Month provides an opportunity to recognize these volunteers and the partnerships that make historic preservation successful in Elgin. The City of Elgin, Elgin Economic Development Corporation, Chamber of Commerce, local businesses and private sector property owners are all critical components of the ongoing and successful revitalization of downtown Elgin.

RECOMMENDATION(S): **Volunteers will be in attendance. After sharing proclamation complete a photo with the Elgin Courier and volunteers.**

ATTACHMENT: **1-Historic Preservation Awareness Month**

National Historic Preservation Month Proclamation

WHEREAS, historic preservation is an effective tool for managing growth and sustainable development, revitalizing neighborhoods, fostering local pride and maintaining community character while enhancing livability; and

WHEREAS, historic preservation is relevant for communities across the nation, both urban and rural, and for Americans of all ages, all walks of life and all ethnic backgrounds; and

WHEREAS, it is important to celebrate the role of history in our lives and the contributions made by dedicated individuals in helping to preserve the tangible aspects of the heritage that has shaped us as a people; and

WHEREAS, the Elgin Main Street Board partners with organizations throughout the community to implement an award winning downtown revitalization program including Downtown 78621, the Hogeye Festival, Holiday by the Tracks, Local Lore, Paint and Dumpster Reimbursement programs, educational classes, networking events, promotional events, and more; and

WHEREAS, downtown Elgin is home to the Union Depot Museum which is run by volunteers through the leadership of the Elgin Historical Association, has a downtown district that is listed on the National Register of Historic Places, hosts the River Valley Farmers Market every Saturday from 9am to 1pm, has a transit stop with daily week day service from CARTS, Capital Area Rural Transportation System, and actively supports historic preservation and awareness throughout the community; and

WHEREAS, Elgin is celebrating 26 years as a Texas Main Street City in 2016 with more than \$16 million in public & private sector reinvestment, 14,000 volunteer hours, seven new loft apartments downtown, and has been recognized annually as a Nationally Accredited Main Street Community by the Texas Historic Commission and the National Trust for Historic Preservation since 1997; and

WHEREAS, the Elgin Main Street Board was recognized in 2012 with the Brick of the Community award from the Elgin Chamber of Commerce; and

WHEREAS, May is National Historic Preservation Month, cosponsored by Elgin Main Street Board, the City of Elgin, and the National Trust for Historic Preservation;

NOW, THEREFORE, I, Mayor of the City of Elgin, do proclaim May 2016 as Historic Preservation Awareness Month, and call upon the people of Elgin to join their fellow citizens across the United States in recognizing and participating in this special observance.

Marc Holm, Mayor



COUNCIL MEETING: May 3, 2016

ITEM: 1. Monthly Department Reports for March 2016

RESOURCE PERSON(S): Kenneth Reneau, Interim City Manager

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

RECOMMENDATION(S): NA

ATTACHMENT:

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

Library Report to the City of Elgin for March 2016

Circulation was down 14%. The collection size is up 39,321 items.

Children's Librarian Melinda Torres is working on a Hancher grant proposal for children's computer, computer table, and book funds, especially to keep up with the series books. Judy Maiewski completed a Texas Book Festival grant for children's 2X2, Bluebonnet, and Lone Star Reading Lists. Library Director Sandy Ott and Friend of the Library President Patsy Hoffmann made a presentation to Hochheim Prairie local members for children's books.

Programs: The most programs for the month were for Spring Break. Library Camp with board games, Legos, a movie, and arts and crafts was especially well attended. Bots 'n Books grant program is provided by CTLS. Later in the month we had two Easter Egg hunts and the Easter Bunny with crafts. We had 572 people attend the children's programming in March, a 24% increase from 2015. The Travel Club had good attendance and computer use was up.

On-Technology has worked diligently to get the patron computer and printing problems fixed. The computers are well used and it is much calmer for the staff now.

We have two new volunteers working in the books.

Categories	Units	Mar. '15	Mar. '16	Fiscal YTD '15	Fiscal YTD '16
Total Circulation		7,639	6,679	45,631	41,284
+ or - Same month previous year	Percent	3%-	14%-		
Additions					
Interlibrary Loans	Each	1	0	10	5
New Patrons	Each	55	73	476	443
Collection					
Items Added	Each	394	144	2,090	2,830
Items Withdrawn	Each	239	164	1,823	1,229
Total Collection	Each	38,061	39,321	38,061	39,321
General Statistics					
Gate Count	Each	4,383	4,336	24,768	23,712
Hours Open	Hours	169	172	952	973
Library Tours	Each	0	2	2	2
Program Visitors	Each	580	646	3,109	3,001
Public Computer Use	Hours	820	838	3,949	3,727
Patrons using computers	Each	696	1,354	3,656	5,485
Volunteer Hours	Each	386	168	2,213	718
Receipts					
		\$1,276	\$3,618	\$12,617	\$10,010
Civic Center Use					
City	Each	3	3	18	15
Library	Each	14	10	78	66
Public Rental	Each	2	2	13	20
Other - not for profit	Each	4	5	52	60
Total Civic Center Use		23	20	161	161

UTILITY BILLING 2015**March**

Billed out	\$374,415.71	
Past due notices	650	\$69,388.04
Work orders-Cut offs	51	
Disconnected for non pmt	49	
Extension to pay 1st	39	
Extension due for disconnect	6	
Meter tamper fee	0	
After Hour turn on	5	
Accounts set to final	3	for non pmt

Processed Winter Average	Last Year	This Year
	\$11,595.00	\$12,412.00

Submitted by:
Dodie Navejas
Utility Billing Supervisor
Customer Service/A/R Supervisor
512-229-3220 office

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

Type of Inspections	Mar-15	Mar-16	Fiscal Yr. To Date	Calendar Yr. To Date
Building	44	82	258	159
Electrical	57	48	189	101
Plumbing	44	84	235	162
Gas	28	27	120	57
Mechanical	21	28	103	60
TOTAL	194	269	905	539
Building				
Permits	23	24	103	63
Value	\$ 1,906,038.44	\$ 2,122,662.00	\$ 6,662,272.30	\$ 4,324,644.42
Fees	\$ 13,358.95	\$ 13,238.45	\$ 41,344.35	\$ 29,484.75
Electrical				
Permits	3	17	72	49
Fees	\$ 262.50	\$ 2,340.00	\$ 11,982.50	\$ 7,882.50
Plumbing				
Permits	22	13	57	38
Fees	\$ 4,307.50	\$ 2,047.50	\$ 9,340.00	\$ 6,180.00
Gas				
Permits	22	6	39	22
Fees	\$ 2,597.50	\$ 975.00	\$ 5,487.50	\$ 3,305.00
Mechanical				
Permits	10	7	39	21
Fees	\$ 1,627.50	\$ 1,252.50	\$ 6,097.50	\$ 3,302.50
Total All Fees	\$ 22,153.95	\$ 19,853.45	\$ 74,251.85	\$ 50,154.75

**March 2016
Building Permits**

Number of Permits		Type/Classification	Permit Fees		Valuation	
Mar-15	Mar-16		Mar-15	Mar-16	Mar-15	Mar-16
10	9	New Single Family	\$ 8,323.95	\$ 6,114.00	\$ 1,150,765.00	\$ 785,184.00
		New Duplex				
		New Manufactured				
		New Multi-Family				
1	2	New Commercial	\$ 2,551.90	\$ 5,781.95	\$ 461,091.00	\$ 1,220,750.00
		New Industrial				
		New Swimming Pools				
		Moving Permit				
	4	New Signs		\$ 112.75		\$ 7,641.00
5	5	Residential	\$ 847.50	\$ 748.00	\$ 80,340.44	\$ 69,087.00
6	2	Non-Residential	\$ 1,635.60	\$ 431.75	\$ 213,842.00	\$ 40,000.00
1	2	Demolitions	\$ -	\$ 50.00	\$ -	\$ -
23	24		\$ 13,358.95	\$ 13,238.45	\$ 1,906,038.44	\$ 2,122,662.00
ZBOA Request		None				
Zoning Request		None				
Code Enforcement		Active Mar 2015	Active Mar 2016	Closed Mar 2015	Closed Mar 2016	
Abandoned/Junked		1	3	5	1	
Animal Control				2		
Beer Permits						
Environmental				1	3	
Fire Code				4	1	
Health and Sanitation		2		1	3	
Illegal Signs					50	
Property Maintenance			7	10	6	
Unsafe Structures		2				
Water/Sewer		1		3	4	
Zoning		1	1		1	
Total		7	11	26	69	

*Zoning Board of Adjustments

Submitted By: Jim Cazares

Date: April 8, 2016



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: March 2016

DATE SUBMITTED: 4-9-2016

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
March 24, 2016	Reviewed mission and vision statements and core values – approved these Vision We envision downtown Elgin as a revitalized and active historic downtown destination with warm hearted friendly people and vital businesses, where ethnic and cultural diversity are celebrated. Mission We will enhance downtown Elgin vibrancy through historic preservation and mixed use and pedestrian friendly development, by strategically implementing the National Main Street Four Point Approach of: Design, Organization, Promotion and Economic Restructuring. Core Values Through a strong belief that historic preservation of our irreplaceable cultural resources in the historic downtown district is vital to the revitalization and economic success of our community, we are committed to supporting responsible repurposing of historic structures and new construction that supports mixed use development through partnerships and a persistent effort to support community focused development and promotions.
	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
March 18, 2016	Edited spring issue of Downtown 78621 which is to be mailed to 13,000 households including two mail routes in Manor. Speaker for the Elgin Lions Club to share an update on Main Street and developments in the downtown district. Planned a field trip to Waco in April for board members and committee volunteers to see some of their newest projects.

PROMOTION:

Meeting Dates:	
Tuesday March 8, 2016	Texas Independence Day celebration for Saturday March 5 – well attended. Super Hero Fun Run- was March 5 had double the participation of runners. Sidewalk Sales- Start again in April on First Saturday. Items are to be placed during business hours and may not be left out overnight. Local Lore- Saturday April 5- Architectural and business trivia scavenger hunt throughout downtown. Lone Star Car Club organizing a cruise-in. Art Studio Tour- Saturday April 30 10am-5pm Downtown. Studios and businesses will be open hosting artists with demonstrations and art sales. Music Series-Every Friday night in April starting at 8pm at veterans Memorial Park. We are doing banner ads on the 990 Capital Metro buses, table tents and flyers at Sonic and the schools. Taste the Town-Thursday May 5 working with Elgin Drive a Senior for this fundraising event held at downtown businesses. Farmer's Market-They are getting new members, and the spring gardens are coming in so there is more variety of produce every week. First Saturdays include live music, kids activities.

DESIGN:

	TXDOT Construction on ADA ramps in the downtown area to begin in April. Worked with TRC and Public works to go out for bids on TCF sidewalk project. Bids due April 19. Worked with Bloomers to set up spring planter refurbishment and coordinate tree replacement in planters. Worked with First Baptist Church Keep Bastrop County Beautiful and Library to coordinate replanting of large flower bed on North Main Street at library. CARTS transit stop draft plans were reviewed by HRB.

ECONOMIC RESTRUCTURING:

Meeting Dates:	Update on projects or activities
, 2016	Set up technical training for downtown businesses: Kelly Kost retail strategist will meet with Gypsy Blue Boutique, A Flower Connection, The Laurel Tree, Tattered Shutter, Elgin Local Goods, Lions Thrift Store, Dorothy's Fine Jewelry and Salt & Pepper Beauty supply to address store merchandising and window displays to increase sales. Businesses & Main Street are cost sharing the consultant's fee. Worked with Property owners who are using franchise tax credit program. Business updates: Pharmacy moved to Hwy 290. Space has leased to Mexican pottery imports business from Bastrop which will open in April. Property closings: 109 Central Avenue old Southside BBQ sold and under renovation. Pending property closings: City Café 19 North Main Street under contract, Shop Elgin First campaign: chamber EDC and Main Street working on new elements for spring & summer. Worked with Chamber on Block party at Elm Creek March 24 and planning another block party for late spring.

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.*

April 30 Elgin Art Studio Tour

Eight locations more than 16 artists, live music, artist demonstrations and cutting edge design – meet the artists and enjoy a variety of mediums from film to metal to fiber, water color, jewelry and more. Featured locations on the Elgin Art Studio Tour will include Studio 621, located at 621 Lexington Road, Earthen Metals, 202 East 1st Street, Sullivan Studio at 408 North Avenue E, Margot and Hugh Studio at 28 North Main, William Montgomery Studio at 116 Depot Street, The Owl Wine Bar and Home Goods Store (Texas Downtown Association Downtown Business of the Year), 106 North Main Street, Elgin Music Company 29 North Main Street, Depot Museum, 14 Depot Square, and Elgin Local Goods Market and Cafe, 201 North Main Street. Please check www.elgintx.com and follow City of Elgin – Mayor’s Office or Visit Elgin TX on Facebook for updates on a map with artist’s and their locations.

April 14 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.



MEMORANDUM

To: Kerry Lacy, City Manager
From: Amy Miller, Community Development Director
Date: April 11, 2016
RE: Community Development Department Report March 2016

Projects

- Worked with CARTS on design for transit stop downtown.
- TAP Grant for FM 1100 & County Line sidewalk training with TXDOT.
- Met with and toured current location for a food processing company considering a downtown location.
- Worked with Elgin ISD on Community Advisory Council & Century 21 grant application.
- Developing an update for the Parks & Recreation and Open Space Master Plan.
- Shop Elgin First promotions –
 - March 5, Texas Independence Day celebration
 - Elm Creek Block Party March 31 with Chamber of Commerce
 - Planning for Multi-neighborhoods on west side Block Party with Chamber of Commerce.
- Worked with Gary on food court ordinance options.
- Pre Bid meeting for Texas Capital Fund downtown sidewalk project.
- Planning and marketing for Local Lore event with Museum, Lone Star Car Club and River Valley Farmers Market.
- Met with potential buyers and realtors for properties downtown.
- Met with property owners about renovation plans and possible tenants.
- Property tours and reviews with Valerie Magolan, Texas Historic Commission, for Tax credit applications.
- Met with business owners, discussed downtown promotional events, advertising opportunities, etc.
- Provided downtown update to Elgin Evening Lions Club.
- Marketing and organizing Elgin Art Studio Tour.
- CDBG Utility Line grant implementation with grant administrator.
- Walk or Bike to School Days for March April and May.

- Completed editing of the spring issue of Downtown 78621.
- Worked with EISD on Farm to School grant.
- Marketing coordination and support for Sip Shop and Stroll, 2nd Thursdays from 5-8 downtown.
- Historic Review Board meeting to provide technical training.
- Participated in the Elgin High School Career Fair.
- City of Elgin E-News
- Facebook Pages: City of Elgin, Visit Elgin, Envision Elgin
- Instagram – visitelgintx

Boards & Committees, Seminars

CAMPO Technical Advisory Committee

CAMPO Alternative Transportation Plan working group

Historic Review Board

Main Street Board

Promotion Tourism Committee

Organization Committee

Business Retention and Recruitment Committee

Design Committee

Bastrop County Transportation Plan steering committee

Texas Municipal League Region X meeting

Campus Advisory Committee meeting for BTW

Upcoming Events

First Saturday Sidewalk Sales from 10am-5pm in Downtown

Every Saturday River Valley Farmers Market 9am – 1pm Downtown

Music in the Park every Friday in April at 8pm in Veteran's Memorial Park

April 2, Local Lore 10am Veterans Memorial park with Lone Star Car Club Cruise-in

Sip Shop & Stroll April 14 from 5-8 downtown

April 23 & 24 Pearls of Youth Art Show, Fleming Community Center

April 30 Art Studio Art Tour 10am to 5pm Downtown

May 5, Taste the Town with Elgin Drive a Senior 5:30pm downtown

May 7, Relay for Life at Elgin High School noon to midnight

May 7 – First Saturday Sidewalk Sales Downtown and Community Wide Garage sale

May 12 Sip Shop and Stroll 5-8 downtown

May west side Block Party with Chamber

Monthly Reports March 2016

Department 023 Water Treatment

Well # 10	0 Gallons
Well # 11	0 Gallons
Well # 14	14,298,000 Gallons
Well # 15	12,316,000 Gallons
Water loss due to leaks or flushing	100,000 Gallons
Total Water Pumped	26,514,000 Gallons

Chemicals Used

Chlorine	680 Pounds
Sequest	300 Pounds

Distribution Samples

Bacteriological Samples Taken	10
Average Chlorine Residual	1.85 mg/l
Violations	0

Department 024 Distribution

Line Repairs/New installations

Main Line Breaks	0
Service Line Breaks	5
Miscellaneous Repairs/Complaint Calls	15
New Connections/Taps	1
Installation of New Water Main	0

Department 026 Wastewater

Collections

Backups

Main Lines	1
Service Lines	10
After Hours Call-Outs	7

Line Repairs/New Installations

Curb Side Cleanout Caps Replaced	4
Curb Side Cleanouts Installed	3
Main Line Repairs	0
New Main Line Installed	0
New Taps Installed	1
Lines TV'd	4
Manholes Installed/Repaired	2

Lift Station Maintenance/Repairs

Hour Meter Reads/Daily Site Checks	9 Daily
Pumps Pulled	5
Pumps Installed	0
Pumps De-raged	2
Motors Pulled	0
Motors Installed	0
Electrical Issues (Repair/Replace Parts)	0
Floats Cleaned/Replaced	4
Grass/Weed Maintenance	9
After Hours Call Outs	5

Wastewater Treatment Plant**Maintenance/Repairs**

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

Chemicals Used

Alum/Gallons	4,000
Bleach 10%/ Gallons	2,000
Polymer/ 55 gallon drums	2

Monthly Plant Flows and Test Results

Minimum Daily Flow	578,400 Gallons
Maximum Daily Flow	2,459,400 Gallons
Average Daily Flow	770,200 Gallons
Total Monthly Flow	23,877,300 Gallons

Effluent DO (Dissolved Oxygen) Average	7.87
Effluent Chlorine Residual Average	1.69 mg/l
Effluent pH Average	7.25
Total Phosphorus Average	0.105
CBOD (Carbonaceous Biochemical Oxygen Demand) Average	1.86
TSS (Total Suspended Solids) Average	1.6
Ammonia/Nitrates Average	1.06

Remarks

Elgin Police Department
Monthly Report March 2016

CATEGORY	Mar-16	Mar-15	Mar-14	Mar-13	Mar-12
Calls for Service					
Total Calls for Service	1260	960	865	965	584
Police calls	983	695	671	677	477
Fire calls	41	42	32	40	32
Animal calls	92	92	93	60	2
Activity logs	62	102	44	183	61
City calls	82	29	25	5	11
Offense Reports					
Total Offense Reports	81	70	71	88	70
Active (Open) cases	28	23	17	23	20
Cases Inactivated	12	15	11	20	11
Cases Closed	2	0	1	0	8
Documentation (no crime)	0	0	0	0	1
Other	1	0	2	0	2
Unfounded	3	0	0	1	2
Referred to other agency	1	6	1	0	2
Citations					
Total Citations	281	186	421	441	284
Citations for violations	160	123	177	205	144
Warnings	121	63	244	236	140
Collisions					
Total Accidents	27	26	24	26	34
Major accidents (with injury)	3	4	3	4	2
Minor accidents (no injury)	20	15	18	3	25
Leaving the scene accidents	4	7	3	9	7
Alarms					
Business alarms	14	12	16	13	5
Residential alarms	14	10	10	6	6
Fire alarms	1	9	2	1	1
Arrests					
Felony arrests	6	7	11	9	5
Misdemeanor arrests	25	18	26	36	19
Other arrests	3	5	5	8	0
Animal Control					
Total Animal Control calls	92	92	83	60	2
Animal Cruelty calls	0	0	0	0	0
Canine Impounds	10	12	16	9	0
Feline Impounds	8	5	0	6	0
Citations issued	9	9	2	9	0
Bite Cases	1	0	0	1	0
Dead animal calls	14	1	27	5	0
Wildlife calls	13	11	7	7	0
Rabies cases	0	0	0	0	0

Public Works – March – 2016

Right of Way and Easement mowing and maintenance:
Ongoing.

Curb and Gutter Cleaning:

Allison Cove
West Cleveland Street
Madison Street
West Alamo Street
Van Buren Street
Jackson Street
Hall Street
Ward Street
Canary Street
Anderson Lane
Cardinal Street

Dumped Debris Removal:

Avenue E / East 1st Street

Trees and Brush:

Removed down limb at 404 North Main Street
Trimmed low hanging limbs Loesch Drive

Permanent Street Repair / Utility Cut Repair:

2 ea. Warner Street
1 ea. Hilltop
1 ea. South Avenue C
1 ea. Lexington Road
1 ea. Washington Street
1 ea. Plum Street
1 ea. West Brenham Street
1 ea. Carver Street

Re-paint striped:

Morris Memorial Park Parking lot.
Elgin Memorial Park Parking lot
Thomas Memorial Park Parking lot
City Hall Parking lot.

Joe Parten

Director, Public Works
City of Elgin

OFFICE OF COURT ADMINISTRATION

TEXAS JUDICIAL COUNCIL



OFFICIAL MUNICIPAL COURT MONTHLY REPORT

Month March

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 Apr 15, 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		Traffic Misdemeanors			Non-Traffic Misdemeanors		
Month March	Year 2016	Non-Parking	Parking	City Ordinance	Penal Code	Other State Law	City Ordinance
1. Total Cases Pending First of Month:		12,867	12	0	0	2,503	16
a. Active Cases		8,919	10	0	0	1,250	1
b. Inactive Cases		3,948	2	0	0	1,253	15
2. New Cases Filed		142	0	0	0	60	0
3. Cases Reactivated		33	0	0	0	18	0
4. All Other Cases Added		0	0	0	0	0	0
5. Total Cases on Docket		9,094	10	0	0	1,328	1
6. Dispositions Prior to Court Appearance or Trial							
a. Uncontested Dispositions		103	0	0	0	36	0
b. Dismissed by Prosecution		15	0	0	0	9	0
7. Dispositions at Trial:							
a: Convictions							
1) Guilty Plea or Nolo Contendere		19	0	0	0	12	0
2) By the Court		0	0	0	0	0	0
3) By the Jury		0	0	0	0	0	0
b: Acquittals:							
1) By the Court		1	0	0	0	0	0
2) By the Jury		0	0	0	0	0	0
c. Dismissed by Prosecution		1	0	0	0	1	0
8. Compliance Dismissals:							
a: After Driver Safety Course		12					
b: After Deferred Disposition		0	0	0	0	1	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		15	0	0	0	0	0
10. Total Cases Disposed		168	0	0	0	59	0
11. Cases Placed On Inactive Status		48	0	0	0	22	0
12. Total Cases Pending End of Month:		12,841	12	0	0	2,504	16
a: Active Cases		8,878	10	0	0	1,247	1
b: Inactive Cases		3,963	2	0	0	1,257	15
13. Show Cause Hearings Held		8	0	0	0	3	1
14. Cases Appealed:							
a: After Trial		0	0	0	0	0	0

JUVENILE / MINOR ACTIVITY

Court CITY OF ELGIN	TOTAL
Month March Year 2016	
1. Transportation Code Cases Filed	2
2. Non-Driving Alcoholic Beverage Code Cases Filed	4
3. Driving Under the Influence of Alcohol Cases Filed	1
4. Drug Paraphernalia Cases Filed	0
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	2
10. Transfer to Juvenile Court: a. Mandatory Transfer	0
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: a. Warnings Administered	0
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 March	Year 2016		
1. Magistrate Warnings:			
a. Class C Misdemeanors		37	
b. Class A and B Misdemeanors		12	
c. Felonies		9	
			TOTAL
2. Arrest Warrants Issued:			
a. Class C Misdemeanors			72
b. Class A and B Misdemeanors			0
c. Felonies			0
3. Capiases Pro Fine Issued			42
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			11
15. Cases in Which Fine and Court Costs Satisfied by Jail Credit			13
16. Cases in Which Fine and Court Costs Waived for Indigency			2
17. Amount of Fines and Court Costs Waived for Indigency			\$604.30
18. Fines, Court Costs and Other Amounts Collected:			
a. Kept by City			\$25,034.62

TO: Elgin City Council and City Manager

RE: Economic Development Corp. Monthly Report by Owen Rock

Date: Tuesday, May 3, 2016 council meeting

- Developed and sent out a Request for Proposal for the EEDC retreat. The retreat will be held in late May or early June and will focus on priority projects and programs for the EEDC
- Developed and sent out a Request for Qualifications for property located in Elgin to develop a plan for redevelopment of the site
- Met with property owners/representatives to see if it would be possible to market a large tract of land to potential developers. Negotiations with the property owners/representatives are ongoing
- Developing a new grant program in order to attract a new business to the downtown. The draft will be brought to the EEDC board in May.
- The EEDC Director and Sue Beckwith finalized the agenda and several speaker for a half day seminar on local foods production as an economic generator. The seminar will be at the Flemming Center on Aprils 27th from 10am-2pm. I would encourage all Council members to attend.
- Identified and toured two buildings that may be available for the kitchen/business incubator. I continue to do research on the buildings
- Attended the 125 anniversary celebration at Acme Brick and toured the facility
- Sales tax allocations for April were up 11.18% from last April and they are up 3.19% for the calendar year.
- Hosted two consultants from Houston for a tour of Elgin and the surrounding area

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

Owen Rock

Elgin Economic Development Corporation, Phone: 512-229-3226 or email: orock@ci.elgin.tx.us

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



March Parks Summary 2016	
Facility	Number of uses
Park/ Pavilion Rental	13
Ball Field Rental	76
Fleming Community Center	47
Deposits	\$1,387.50

Projects/programs

Spring break activities: Spring Break Activities went well this year we had great weather and some new faces at our programs. The Bike Safety rodeo had 10 participants, Foot Golf had 10 participants, Morris Field day had 8 participants and Go Fish day in Morris Park had 24 participants (with one person catching 24 fish) The Go Fish Event was catch and release only. The Park staff made notes about the programs and what we could implement next year for spring break. We are finally starting to see our program numbers increase and this comes at a great time for Parks and Recreation. We would love to grow our programs and participant numbers as we make use of the recreation center next year around the same time.

Park Rentals: Park and facility rentals are the highest they have been in 3 years. The table at the top of this page is a good representation of what is going on in the parks regarding park rentals. If you compare it to previous months and last year you can see that we continue to grow. One of the things the Parks Department is working on is adapting our staff to meet those high demands on park facilities. We are learning to better serve our park patrons by having a clear schedule for facility maintenance and cleaning and well as working with our park patrons to give them a better renting experience.

Design Development Elgin Recreation Center: We continue to work with Jim Tharp on the Elgin Recreation Center Project. Through the design process the city has been given an estimate on construction cost for this project. Before the project is out for bid we will continue to find areas in the design where we can save money, the City Manager has been great at working at ways to find cost savings in this huge project for the city.

Goals for April 2015

- Plan and facilitate Elgin Volunteer fire Department Cookout.
- Advertise and plan for hiring lifeguards
- Finish design meetings for the Recreation Center.



COUNCIL MEETING: May 3, 2016

ITEM: 2. Presentation of FY 2015-2016 Second Quarter Investment Report.

RESOURCE PERSON(S): Kenneth Reneau, Interim City Manager
Sidney LaQuey, Finance Director
Laura Schwartz, Purchasing Agent/Finance Administrator

SUMMARY: Quarterly Investment Report for January 01, 2016 through March 31, 2016.

RECOMMENDATION(S): NA

ATTACHMENT: 1-Investment Report

**CITY OF ELGIN
INVESTMENT REPORT**

FY 2015-2016

**SECOND QUARTER
JAN -MARCH 2016**

<u>TYPE</u>	<u>FUND</u>	<u>ACCOUNT NAME</u>	<u>Ending 12/31/2015</u>	<u>Total of Deposits / (Withdrawals)</u>	<u>Interest</u>	<u>Ending 3/31/2016</u>
Prosperity Bank						
	99	Clearing Account	\$ 2,112,483.98	1,130,004.21	1,887.85	3,244,376.04
	001	Court Security	31,503.58	(31,516.49)	12.91	0.00
	001	Police Equipment	1,942.67	(1,943.79)	1.12	0.00
	001	Court Technology	6,245.33	(6,246.89)	2.82	1.26
	002	Community Impact Fees-Water	102,671.03	(102,713.11)	42.08	0.00
	002	Community Impact Fees-Sewer	58,684.61	(58,708.67)	24.06	0.00
	003	General Fund Debt Service	5,638.22	(5,640.53)	2.31	0.00
	44	CDBG 711272	0.00	0.00	0.00	0.00
	2	USDA RURAL DEV PAYMENT ACCOUNT	402.07	(402.07)	0.00	0.00
	72	General - ATS Clearing	233,143.29	140,021.12	196.28	373,360.69
	018	Economic Development Corp.	146,758.14	(18,503.09)	87.20	128,342.25
	018	EDC Sales Tax Reserve	34,255.24	0.00	21.30	34,276.54
	018	Schlottkey's EDC (Pledged As Collateral)	101,766.65	0.00	253.18	102,019.83
	001	Money Market General Operations	1,002,361.33	(1,003,013.27)	651.94	0.00
	001	Money Market TIRZ #1	284,721.90	(284,907.04)	185.14	0.00
		Sub-toal	<u>4,122,578.04</u>	<u>(243,569.62)</u>	<u>3,368.19</u>	<u>3,882,376.61</u>
First National Bank						
	99	Main Checking	0.00	0.00	0.00	0.00
	001	Court Security	0.00	31,516.49	14.03	31,530.52
	001	Police Equipment	0.00	1,943.79	0.87	1,944.66
	001	Court Technology	0.00	6,246.89	2.78	6,249.67
	002	Community Impact Fees-Water	0.00	102,713.11	45.73	102,758.84
	002	Community Impact Fees-Sewer	0.00	58,708.67	26.14	58,734.81
	003	General Fund Debt Service	0.00	5,640.53	2.51	5,643.04
	72	General - ATS Clearing	0.00	0.00	0.00	0.00
	018	Economic Development Corp.	0.00	0.00	0.00	0.00
	018	EDC Sales Tax Reserve	0.00	0.00	0.00	0.00
	001	Money Market General Operations	0.00	1,003,013.27	392.96	1,003,406.23
	001	Money Market TIRZ #1	0.00	284,907.04	116.69	285,023.73
		Sub-toal	<u>0.00</u>	<u>1,494,689.79</u>	<u>601.71</u>	<u>1,495,291.50</u>
		TOTAL - DEPOSITS	<u>4,122,578.04</u>	<u>1,251,120.17</u>	<u>3,969.90</u>	<u>5,377,668.11</u>

**CITY OF ELGIN
INVESTMENT REPORT**

FY 2015-2016

**SECOND QUARTER
JAN -MARCH 2016**

<u>TYPE</u>	<u>FUND</u>	<u>ACCOUNT NAME</u>	<u>Ending 12/31/2015</u>	<u>Total of Deposits / (Withdrawals)</u>	<u>Interest</u>	<u>Ending 3/31/2016</u>
Tex Pool						
	002	CUSTOMER DEPOSITS	39,948.89	0.00	29.73	39,978.62
	002	UTILITY BOND RESERVE	227,418.47	0.00	169.31	227,587.78
	002	COMMUNITY IMPACT FEES-WATER	89,920.85	0.00	66.97	89,987.82
	002	COMMUNITY IMPACT FEES-SEWER	30,645.44	0.00	22.81	30,668.25
	018	ECONOMIC DEVELOPMENT CORP.	341,638.70	0.00	254.32	341,893.02
	003	GENERAL FUND DEBT SERVICE	54,944.50	0.00	40.90	54,985.40
	99	CONSOLIDATED OPERATING	547,640.03	0.00	407.64	548,047.67
		Sub-total	<u>1,332,156.88</u>	<u>0.00</u>	<u>991.68</u>	<u>1,333,148.56</u>
Tex Star						
	01	GENERAL FUND	391,398.16	0.00	302.79	391,700.95
	02	W/WW FUND	652,739.97	0.00	504.98	653,244.95
		Sub-total	<u>1,044,138.13</u>	<u>0.00</u>	<u>807.77</u>	<u>1,044,945.90</u>
Logic						
		2015 CO's	5,182,945.32	0.00	6,006.15	5,188,951.47
		Sub-toal	<u>5,182,945.32</u>	<u>0.00</u>	<u>6,006.15</u>	<u>5,188,951.47</u>
		TOTAL - INVESTMENTS	<u>7,559,240.33</u>	<u>0.00</u>	<u>7,805.60</u>	<u>7,567,045.93</u>
		TOTAL - DEPOSITS AND INVESTMENTS	<u>11,681,818.37</u>	<u>1,251,120.17</u>	<u>11,775.50</u>	<u>12,944,714.04</u>

Signature Sidney laquey cpa
Sidney LaQuey CPA
Finance Director



COUNCIL MEETING: May 3, 2016

ITEM: 1. Approval of minutes of the regular council meeting April 5, 2016.

RESOURCE PERSON(S): Kenneth Reneau, Interim City Manager
Lucretia Alvarez, City Secretary

SUMMARY: Presented for review and approval are the minutes of the regular council meeting on April 5, 2016.

RECOMMENDATION(S): Approve the minutes of the regular council meeting on April 5, 2016.

ATTACHMENT: 1-Council Minutes 4-5-2016

**MINUTES
ELGIN CITY COUNCIL
REGULAR MEETING
TUESDAY, APRIL 5, 2016, 7:00 PM
CITY ANNEX COUNCIL CHAMBERS, 310 NORTH MAIN STREET**

CALL TO ORDER

Mayor Marc Holm called the meeting to order at 7:07 p.m. with the following members:

Marc Holm, Mayor
Keith Joesel, Council Member
Sue Brashar, Council Member
Juan Gonzalez, Council Member
Mary Penson, Council Member
Jessica Bega, Council Member
Craig Fromme, Council Member (absent)
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
Buck LaQuey, Finance Director
Phil Taylor, Assistant Police Chief
Owen Rock, Economic Development Corporation Director

INVOCATION

Council Member Phillip Thomas gave the invocation.

PUBLIC HEARING

None

PUBLIC COMMENT

None

PRESENTATIONS

1. Proclamation recognizing April as Fair Housing Month.
Kerry Lacy, City Manager
Amy Miller, Community Development Director

Mayor Marc Holm presented the proclamation to Amy Miller, Community Development Director.

2. Proclamation recognizing April as Child Abuse Prevention Month.
Kerry Lacy, City Manager
Amy Miller, Community Development Director

Chris Bratton, Chief of Police

Mayor Marc Holm presented the proclamation to Mary Fox of CASA, and Jeanette Shelby, board member of CASA.

REPORTS

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

City Manager Kerry Lacy stated the reports are informational only.

CONSENT AGENDA

Council Member Sue Brashar made a motion to approve the Consent Agenda as presented, Council Member Mary Penson seconded, and motion passed unanimously 7 for, 0 against.

1. Approval of minutes of the regular council meeting March 1, 2016.
Kerry Lacy, City Manager
Lucretia Alvarez, City Secretary
2. Approval of minutes of the regular council meeting March 8, 2016.
Kerry Lacy, City Manager
Lucretia Alvarez, City Secretary
3. Approval of minutes of the regular council meeting March 10, 2016.
Kerry Lacy, City Manager
Lucretia Alvarez, City Secretary

UNFINISHED BUSINESS

Discussion and action to consider an Ordinance cancelling the May 7, 2016 City of Elgin Special Election for Ward 2.

Council Member Mary Penson made a motion to approve Ordinance 2016-04-05-08 as presented, Council Member Jessica Bega seconded, and motion passed unanimously 7 for, 0 against.

ORDINANCE NO. 2016-04-05-08

AN ORDINANCE CANCELLING THE SPECIAL ELECTION FOR WARD 2 PURSUANT TO SECTION 2.081 TEXAS ELECTION CODE; PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES.

NEW BUSINESS

1. Discussion and action to consider an Ordinance amending the Code of Ordinances, Chapter 2, Article IV, Section 2-189 and 2-189.1 of the Building Standards Commission.
Kerry Lacy, City Manager
Gary N. Cooke, Planning and Development Director

Council Member Sue Brashar made a motion to approve Ordinance 2016-04-05-09 as presented, Council Member Juan Gonzalez seconded, and motion passed unanimously 7 for, 0 against.

ORDINANCE NO. 2016-04-05-09

AN ORDINANCE AMENDING CHAPTER 2, ARTICLE IV, SECTIONS 2-189 and 2.189.1, CODE OF ORDINANCES (2013 EDITION), CITY OF ELGIN, TEXAS, REGARDING THE BUILDING STANDARDS COMMISSION AND PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES AND RESOLUTIONS.

2. Discussion and action to consider an Ordinance amending the Code of Ordinances, Chapter 32, Sections 32-217, 32-218, 32-219, 32-221 and 32-267 of the Sign Ordinance.
Kerry Lacy, City Manager
Gary N. Cooke, Planning and Development Director

Council Member Keith Joesel made a motion to approve Ordinance 2016-04-05-10 as presented, Council Member Sue Brashar seconded, and motion passed unanimously 7 for, 0 against.

ORDINANCE NO. 2016-04-05-10

AN ORDINANCE AMENDING CHAPTER 32, SECTIONS 32.217, 32.218, 32.219, 32.221 AND 32.267, REVISED CODE OF ORDINANCES, CITY OF ELGIN, TEXAS, 2013, REGARDING SIZE AND HEIGHT OF SIGNS; REPEALING ALL OTHER ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT THEREWITH; AND PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES AND RESOLUTIONS.

3. Discussion and action to consider appointing board members to the Building Standards Commission.
Kerry Lacy, City Manager
Gary N. Cooke, Planning and Development Director
Lucretia Alvarez, City Secretary

Council Member Keith Joesel made a motion to appoint Candido Carranza and Patrick Dudley for one-year terms, and John Pace, Roy Pruneda and Ben Scott for two-year terms, Council Member Jessica Bega seconded, and motion passed unanimously 7 for, 0 against.

EXECUTIVE SESSION

None

ANNOUNCEMENTS

- Retirement reception for Kerry Lacy is April 25, 3-5 pm at the Fleming Center.
- Charley Smith's family sends their thanks for the condolence flowers.
- Saturday is Clean Up Day in the park.
- Kerry Lacy says thanks to the wonderful staff and citizens in Elgin.
- Interim City Manager is Kenneth Reneau, starting date April 21.
- Chris Bratton thanks Kerry Lacy for working with us and shortening the meetings.
- Chris Cannon thanks Kerry Lacy and had a good feeling about him from the first interview.
- Lucretia Alvarez thanks Kerry Lacy and council for working closely to benefit the community.
- Lawrence Davis, ACC student, thanked the council for adding to his educational experience.

ADJOURNMENT

Mayor Marc Holm adjourned the meeting at 7:51 p.m.

APPROVED:

MARC HOLM
Mayor of Elgin, Texas

ATTEST:

LUCRETIA ALVAREZ
City Secretary of Elgin, Texas



COUNCIL MEETING: May 3, 2016

ITEM: 2. Approval of an Agreement Between the City of Elgin and the YMCA of Austin for Swim lessons Summer 2016

RESOURCE PERSON(S): **Kenneth Reneau, Interim City Manager**
Michael Gonzalez, Parks and Recreation Director

SUMMARY: The YMCA of Austin's Bastrop Branch has provided swim lessons to our community for the past 3 swim seasons. This agreement would allow the YMCA to continue swim lessons at the Elgin Municipal Pool into the 2016 swim season.

RECOMMENDATION(S): Review and Approve an Agreement Between the City of Elgin and the YMCA of Austin for Swim lessons Summer 2016

ATTACHMENT: **1-AGREEMENT BETWEEN CITY OF ELGIN, TEXAS AND YMCA OF AUSTIN**

**AGREEMENT BETWEEN CITY OF ELGIN, TEXAS
AND YMCA OF AUSTIN**

THIS AGREEMENT is made and entered into on the 5 day of April, 2016, by and between the City of Elgin, Texas (the "City") and the YMCA Austin (the "YMCA").

RECITALS:

WHEREAS, the City owns and operates the Elgin Municipal Pool in Morris Memorial Park in Elgin, Texas (the "Pool"); and

WHEREAS, the YMCA has certified instructors who teach swimming lessons; and

WHEREAS, the parties desire to cooperate to allow the YMCA swim instructors to utilize the Pool to give swimming lessons to YMCA members and non-members; and

WHEREAS, the parties desire to enter into this Agreement to set forth in writing all of their respective rights, duties and obligations hereunder:

NOW THEREFORE, in consideration of the mutual promises contained herein, it is mutually agreed by and between the parties as follows:

1.0 TERM

1.1 The term of this Agreement will be from June 6, 2016 until August 13, 2016.

2.0 USE OF POOL

2.1 YMCA should provide YMCA or American Red Cross certified instructors to teach swimming lessons and swim league to YMCA and non-YMCA members during the Term of the Agreement.

2.2 YMCA will conduct six (6) sessions, weather permitting, with the first session beginning June 6, 2016 at the Pool. The sessions shall be 1) Monday thru Thursday for two (2) consecutive weeks between 6pm and 7:30pm each evening and 2) Saturday mornings for 4 consecutive weeks between 10am and 11:30am.

2.3 YMCA shall provide online registration for swim classes and provide at least one two hour sign up session in Elgin with YMCA staff at a time and place to be agreed upon by the parties.

2.4 Each class shall be 40 minutes long. The YMCA shall place students in different classes based on age and skill level. These classifications will be agreed upon by the parties prior to June 4, 2016.

2.5 Each class must have at least four (4) persons participating. If less than four (4) persons attend a class, the class may be cancelled by either party, and, if cancelled, the YMCA is not entitled to any payments for the cancelled class.

2.6 If more than one class per session is cancelled due to inclement weather, said classes will be rescheduled by the YMCA with approval by the City. Each 2 week session is guaranteed 7 classes.

2.7 City will provide lifeguards during all classes and the YMCA instructors shall have no duty to monitor any swimmers other than those registered for the swim classes.

2.8 City will continue to be responsible for the operation and maintenance of the Pool during classes. Lessons may be cancelled in emergency situations such as inclement weather or poor water quality for swimmers.

3.0 FEES

3.1 The registration fee for 2 week sessions shall be \$100.00 per student for non-YMCA members and \$50.00 per student for YMCA members. The registration fee for Saturday sessions shall be \$50.00 per student for non-YMCA members and \$25.00 per student for YMCA members. YMCA shall be solely responsible for the collection of all fees.

3.2 YMCA will pay the City half of the class registrations over 4 registrations per class.

4.0 INDEPENDENT CONTRACTOR

4.1 YMCA, its employees, agents or sub-contractors are independent contractors and are not employees of the City.

5.0 INDEMNIFICATION

5.1 YMCA hereby holds harmless City, and its officers, agents, and employees, from any and all claims, demands, causes of action, and judgments for injury to or death of any person or damage to any property that arises directly or indirectly from any act or omission of YMCA or its officers, agents or employees, in the performance of this Agreement, or that arise directly or indirectly from any act or omission of a person or official participating in YMCA's activities or programs, or a person who is attending YMCA's activities or programs at the invitation of or with the permission of YMCA.

6.0 INSURANCE

6.1 YMCA must obtain a policy or policies of insurance from a company that is authorized to do business in the State of Texas and is acceptable to City. The insurance must have limits of liability of at least \$500,000.00 per person for bodily injury or death and \$1,000,000.00 per occurrence, and at least \$200,000.00 for property damage per occurrence, providing coverage for injury or death of any person (including the officers, agents and employees of City) and damage to property (including the Pool Facility and other property of City) that may result during the course of any activity or program of YMCA that occurs on City property. City must be named as an additional insured on the policy or policies of insurance, and YMCA must provide City with a certificate of insurance that evidences the required coverage. The insurance may not be canceled without at least thirty (30) days' written notice to City.

7.0 TERMINATION

7.1 Either party may terminate this Agreement for any reason by giving the other party seven (7) days' written notice.

8.0 NOTICE

8.1 All notices required by this Agreement must be given by mail or must be delivered in person as indicated below:

To YMCA:

Terry Moore, Executive Director/Bastrop Branch
1112 Main Street
Bastrop, TX 78602

To City:

City Manager, City of Elgin
PO Box 591
Elgin, Texas

9.0 MISCELLANEOUS PROVISIONS

9.1 This Agreement may not be assigned by either party and any assignment by either party is null and void without the other party's prior written consent. City may withhold its consent for any reason.

9.2 This Agreement will be construed under the laws of the State of Texas, and all obligations of the parties are performable in Bastrop County, Texas. Exclusive venue shall lie in Bastrop County, Texas. No right, remedies, or warranties available to City under this Agreement or by operation of law are waived or modified unless expressly waived or modified by City in writing.

9.3 If any of the provisions of this Agreement are held to be invalid, illegal or unenforceable in any respect, the invalidity, illegality or unenforceability will not affect any other provision and this Agreement will be construed as if the invalid, illegal or unenforceable provision was never contained in it.

CITY OF ELGIN, TEXAS

Attest:

By: _____
Title: _____
Date Signed: _____

Lucretia Alvarez, City Secretary

YMCA:

By: _____

Title: _____
Date Signed: _____



COUNCIL MEETING: May 3, 2016

ITEM: 3. Approval of street closure for Juneteenth Festival Street Dance Friday, June 10, 2016 from 4 p.m. to midnight on Depot Street from Main Street to Avenue C.

RESOURCE PERSON(S): **Kenneth Reneau, Interim City Manager**
Amy Miller, Community Development Director

SUMMARY: **Juneteenth Festival Committee will host a street dance for the community on Friday, June 10, 2016 on Depot Street from 8pm to midnight.**

RECOMMENDATION(S): **Recommend approval for the street closure of Depot Street from Main Street to Avenue C for the Juneteenth Festival Street Dance on Friday June 10, 2016 from 4pm to midnight.**

ATTACHMENT:



COUNCIL MEETING: May 3, 2016

ITEM: 4. Approval of street closures for Juneteenth Festival Parade Saturday, June 11, 2016 from 9 a.m. to noon.

RESOURCE PERSON(S): **Kenneth Reneau, Interim City Manager**
Amy Miller, Community Development Director

SUMMARY: The Annual Juneteenth Festival Parade will be held at 10 a.m. on Saturday, June 11, 2016. The Elgin police department provides the traffic control plan and the City of Elgin implements the street closure for the parade on Saturday. The parade line up occurs at Booker T Washington Elementary school on Martin Luther King Boulevard. The parade route travels north on Martin Luther King Boulevard to Alamo Street, turns east to Main Street and follows Main Street north to 2nd street where it turns left at the 2nd street traffic light, turns left on to Avenue C and travels South on Avenue C where it disperses at Alamo Street.

RECOMMENDATION(S): Recommend approval for the street closures on Saturday, June 11 for the Juneteenth Festival Parade, from 9 a.m. to noon.

ATTACHMENT: 1-Juneteenth Festival 2016

ELGIN JUNETEENTH ORGANIZATION

To: City Manager - City of Elgin
From: Bettye Lofton, President - Elgin Juneteenth Organization
Re: Juneteenth Celebration (June 10 - 11) , 2016
Date: April 19, 2016
Cc: Chief Chris Bratton

The Elgin Juneteenth Organization has scheduled their 17th year celebration starting with a Pageant on Thursday night , June 9th, 7:00 pm at the Administration Building Auditorium. This year the Pageant will "showcase our babies" with the Royal Court ranging from ages 1 month to 6 years of age. This marks our second year with the babies, the first year was a great success and this year is destined to be very enjoyable as well.. The annual street dance will be held on Friday, June 10th from 8:00 pm to 12:00 midnight and the grand parade which will be held on Saturday June 11th in downtown Elgin beginning at 10:00 am with line-up starting from Booker T. Washington Elementary school on M.L.K. Blvd. The Organization is requesting street closures and assistance in accordance with the parade route.

The Parade route will start from Booker T. Washington Elementary school on M.L.K Blvd, turning left on Alamo and continuing down Alamo to Main Street. At Main Street making a right and travel up North Main to traffic signal at West 2nd . Make a left at West 2nd and Main and travel to stop sign at West 2nd and North Ave. C. The parade will make a left onto North Ave. C and travel across the tracks to Alamo where the Parade will disperse.

The Veterans Memorial Park has been secured for all day activities following the Grand Parade. No alcoholic beverages will be sold, but the Organization requests that the open container permit be waived during the event from 6:00 pm until 12 mid-night on Friday, June 10^h and from 8:00 am until 6:00 pm on Saturday June 11th . No glass containers will be allowed in the area due to the danger of such usage. The Juneteenth Organization is also requesting that all fees be waived for this event.

A complete schedule of activities will be available at the council meeting. Please place this on the City Council agenda for May 3 rd.

I, Bettye Lofton, President of the Organization or a designee will attend the Council meeting to answer any questions or concerns. Thanks in advance for your consideration.



COUNCIL MEETING: May 3, 2016

ITEM: 5. Approval of board reappointments of Franklin Boettcher, S.H. McShan and Ruby Simms to the Board of Adjustments for two-year terms expiring June 1, 2018.

RESOURCE PERSON(S): Kenneth Reneau, Interim City Manager
Lucretia Alvarez, City Secretary
Gary Cooke, Planning and Development Director

SUMMARY: The Board of Adjustments has three members with terms expiring June 1, 2016. Each of the three members have expressed a commitment to continue their service for another two-year term.

Approval by consent agenda, or each reappointment and appointment will be voted by separate Council action as Item A, Item B and Item C.

- A. Reappoint Franklin Boettcher
- B. Reappoint S.H. McShan
- C. Reappoint Ruby Simms

RECOMMENDATION(S): Reappoint Franklin Boettcher, S.H. McShan, and Ruby Simms to the Board of Adjustments for another two-year term ending June 1, 2018.

ATTACHMENT:

1-Boettcher- email

2-McShan- signed

3-Simms- signed

Lucretia Alvarez

From: Franklin Boettcher <fboettcher@austin.rr.com>
Sent: Monday, April 4, 2016 7:58 PM
To: Lucretia Alvarez
Subject: Re: Board of Adjustments

I would serve again if that's the wishes of the city

Sent from my iPhone

On Apr 4, 2016, at 5:59 PM, Lucretia Alvarez <LAlvarez@ci.elgin.tx.us> wrote:

Hello Mr. Boettcher,

Your term is expiring soon on a committee you serve on. I am attaching a letter for you to sign and return to me regarding the Board of Adjustments and your choice to serve another term or not. We appreciate you being on the board and serving for the City of Elgin.

Respectfully,

Lucretia Alvarez, TRMC

Making positive changes one step at a time... a time-step into the past, present, & future.

City Secretary, City of Elgin, 310 N. Main St. / P.O. Box 591, Elgin, Texas 78621 www.elgintx.com

Office (512)229-3222, Cell (512) 285-0843, lalvarez@ci.elgin.tx.us,

This e-mail message may contain confidential and/or privileged information. If you are not an addressee or otherwise authorized to receive this message, you should not use, copy, disclose or take any action based on this e-mail or any information contained in the message. Please note that any communication sent to City Staff or City Officials may become public record and made available for public/media review. ATTENTION PUBLIC OFFICIALS: a "Reply to All" of this e-mail could lead to violations of the Texas Open Meetings Act. Please reply only to the sender.

<Frank Boettcher.pdf>



April 1, 2016

Shifton McShan
431 South Main Street
Elgin, Texas 78621

Re: Board of Adjustments

Dear Mr. McShan,

We appreciate your time as a volunteer to serve on the Board of Adjustments and attend the monthly meetings. Your current term is scheduled for reappointment to expire on June 1, 2016.

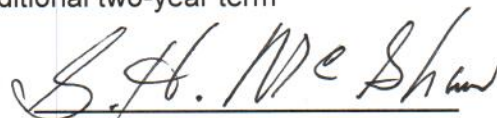
Please indicate below if you are or are not willing to complete an additional two-year term. After marking your selection, sign your name in the space provided and return the form to me by April 15, 2016. This may be returned via email, or to my office at City Hall, 310 N Main Street, Elgin, Texas 78621.

If you choose to serve an additional two-year term, your reappointment will be considered for approval by the City Council at the Regular Meeting scheduled on May 3, 2016.

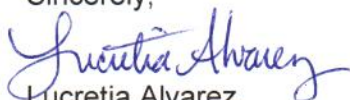
Upon approval of your reappointment, you will be contacted to schedule a day and time to receive your Oath of Office. This process will take approximately 10 minutes.

Should you have any questions or concerns, I can be reached at (512) 229-3222 or by e-mail at lavarez@ci.elgin.tx.us.

- ☒ I **am** willing to serve an additional two-year term
☐ I **am not** willing to serve an additional two-year term


Shifton McShan, Board Member

Sincerely,


Lucretia Alvarez
City Secretary



April 1, 2016

Ruby Simms
730 E Second St.
Elgin, Texas 78621

Re: Board of Adjustments

Dear Ms. Simms,

We appreciate your time as a volunteer to serve on the Board of Adjustments and attend the monthly meetings. Your current term is scheduled for reappointment to expire on June 1, 2016.

Please indicate below if you are or are not willing to complete an additional two-year term. After marking your selection, sign your name in the space provided and return the form to me by April 15, 2016. This may be returned via email, or to my office at City Hall, 310 N Main Street, Elgin, Texas 78621.

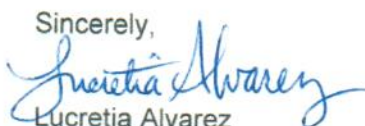
If you choose to serve an additional two-year term, your reappointment will be considered for approval by the City Council at the Regular Meeting scheduled on May 3, 2016.

Upon approval of your reappointment, you will be contacted to schedule a day and time to receive your Oath of Office. This process will take approximately 10 minutes.

Should you have any questions or concerns, I can be reached at (512) 229-3222 or by e-mail at lavarez@ci.elgin.tx.us.

- ☒ I am willing to serve an additional two-year term
☐ I am not willing to serve an additional two-year term


Ruby Simms, Board Member

Sincerely,

Lucretia Alvarez
City Secretary



COUNCIL MEETING: May 3, 2016

ITEM: 6. Approval of board reappointments of Vince Dungan and Randy Starr, and appointment of Bettye Lofton to the Public Safety Advisory Committee for two-year terms expiring June 1, 2018.

RESOURCE PERSON(S): Kenneth Reneau, Interim City Manager
Lucretia Alvarez, City Secretary
Chris Bratton, Chief of Police

SUMMARY: Public Safety Advisory Committee (PSAC) has three members with terms expiring June 1, 2016. Two of the three members have expressed a commitment to continue their service for another two-year term.

One expiring term member, Deborah Lofton, is not returning to serve. Her work schedule conflicts with the meeting times.

One new application was received by Betty Lofton expressing interest to serve on PSAC.

Approval by consent agenda, or each reappointment and appointment will be voted by separate Council action as Item A, Item B and Item C.

- A. Reappoint Vince Dungan
- B. Reappoint Randy Starr
- C. Appoint Bettye Lofton

RECOMMENDATION(S): Reappoint Vince Dungan and Randy Starr, and appoint Bettye Lofton to the Public Safety Advisory Committee for a two-year term ending June 1, 2018.

ATTACHMENT:

- 1-Dungan- signed**
- 2-Starr- signed**
- 3-Deborah Lofton- declination**
- 4-Bettye Lofton- application**



April 1, 2016

Vince Dungan
326 McClendon
Elgin, Texas 78621

Re: Public Safety Advisory Committee

Dear Mr. Dungan,

We appreciate your time as a volunteer to serve on the Public Safety Advisory Committee and attend the monthly meetings. Your current term is scheduled for reappointment to expire on June 1, 2016.

Please indicate below if you are or are not willing to complete an additional two-year term. After marking your selection, sign your name in the space provided and return the form to me by April 15, 2016. This may be returned via email, or to my office at City Hall, 310 N Main Street, Elgin, Texas 78621.

If you choose to serve an additional two-year term, your reappointment will be considered for approval by the City Council at the Regular Meeting scheduled on May 3, 2016.

Upon approval of your reappointment, you will be contacted to schedule a day and time to receive your Oath of Office. This process will take approximately 10 minutes.

Should you have any questions or concerns, I can be reached at (512) 229-3222 or by e-mail at lavarez@ci.elgin.tx.us.

☒ I am willing to serve an additional two-year term



April 1, 2016

Randy Starr
190 Pleasant Grove
Elgin, Texas 78621

Re: Public Safety Advisory Committee

Dear Mr. Starr,

We appreciate your time as a volunteer to serve on the Public Safety Advisory Committee and attend the monthly meetings. Your current term is scheduled for reappointment to expire on June 1, 2016.

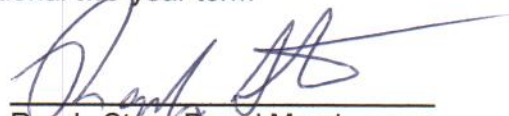
Please indicate below if you are or are not willing to complete an additional two-year term. After marking your selection, sign your name in the space provided and return the form to me by April 15, 2016. This may be returned via email, or to my office at City Hall, 310 N Main Street, Elgin, Texas 78621.

If you choose to serve an additional two-year term, your reappointment will be considered for approval by the City Council at the Regular Meeting scheduled on May 3, 2016.

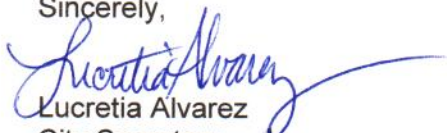
Upon approval of your reappointment, you will be contacted to schedule a day and time to receive your Oath of Office. This process will take approximately 10 minutes.

Should you have any questions or concerns, I can be reached at (512) 229-3222 or by e-mail at lavarez@ci.elgin.tx.us.

- ☒ I **am** willing to serve an additional two-year term
☐ I **am not** willing to serve an additional two-year term


Randy Starr, Board Member

Sincerely,


Lucretia Alvarez
City Secretary



April 1, 2016

Deborah Lofton
18408 Crestwind
Elgin, Texas 78621

Re: Public Safety Advisory Committee

Dear Ms. Lofton,

We appreciate your time as a volunteer to serve on the Public Safety Advisory Committee and attend the monthly meetings. Your current term is scheduled for reappointment to expire on June 1, 2016.

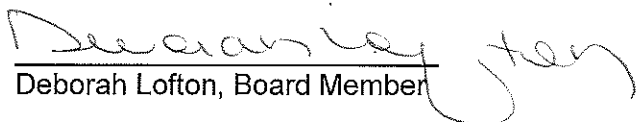
Please indicate below if you are or are not willing to complete an additional two-year term. After marking your selection, sign your name in the space provided and return the form to me by April 15, 2016. This may be returned via email, or to my office at City Hall, 310 N Main Street, Elgin, Texas 78621.

If you choose to serve an additional two-year term, your reappointment will be considered for approval by the City Council at the Regular Meeting scheduled on May 3, 2016.

Upon approval of your reappointment, you will be contacted to schedule a day and time to receive your Oath of Office. This process will take approximately 10 minutes.

Should you have any questions or concerns, I can be reached at (512) 229-3222 or by e-mail at luavarez@ci.elgin.tx.us.

- ☐ I am willing to serve an additional two-year term
☒ I am not willing to serve an additional two-year term


Deborah Lofton, Board Member

Sincerely,

Lucretia Alvarez
City Secretary



CITY OF ELGIN APPLICATION FOR COMMUNITY BOARDS



Please Type or Print Clearly

NAME: Betty Lofton
TELEPHONE: (H) (512) 281-2599 (W) _____ (Cell) (512) 943-2721
ADDRESS (Residence): 13817 County Line Rd #1304, Elgin, TX 78020
(Mailing): _____
E-MAIL ADDRESS: bettylofton@prodigy.net
Is e-mail a way of contacting you promptly? Yes ☒ No _____ If not, how? _____

WHICH OF THE FOLLOWING COMMISSIONS or BOARDS WOULD YOU LIKE TO SERVE ON:
Check all that Apply. If you apply for multiple boards/commissions, please rank your preferences as 1st, 2nd, 3rd, etc.

☐ Board of Adjustment
☐ Planning & Zoning Commission
☒ Building Standards Commission
☒ Public Safety Advisory Committee
☐ Economic Development Corporation

☐ Envision Elgin
☐ Main Street Board
☐ Historic Review Board
☐ Parks & Recreation Board
☐ Library Advisory Board

LIST THREE REFERENCES: (Name, Address & Contact Information for each)

Deborah Lofton 18408 Crestwind Cv. Elgin, TX (512) 942-2636
Elaine Joiner 208 Washington St. (512) 285-6321, Elgin, TX
Mary Penson, Hwy 290 East, Elgin, TX (512) 769-9474

OCCUPATION AND/OR AREA(S) OF EXPERTISE: (If retired please indicate former occupation or profession)

Retired from IBM (30 yrs.) IT TECH.

EDUCATION: (High School, College, etc.) Graduated High School, 1967;

Graduated Nixon Clay College, 1969

ADDITIONAL PERTINENT INFORMATION:

- ♦ Do you reside within the City Limits of Elgin? YES ☒ NO _____
If yes, how long? 7 yrs. What Ward? 2
 - ♦ Do you reside within the Elgin Independent School District? YES ☒ NO _____
 - ♦ Do you own property or a business in the Elgin Area? YES _____ NO ☒
- If yes, please specify business name and/or property location: _____

- ♦ Are you currently serving on any other City of Elgin Board/Commission/Committee?
YES ___ NO ☒ If yes, please indicate name _____
- ♦ Recognizing that serving on a Board or Commission is often time consuming, are you committed to attending all regularly scheduled meetings? YES ☒ NO ___ If not, why? _____

- ♦ Why would you like to serve on the selected Board or Commission? Elgin has always been my home. I am very committed to the safety & well being of all concerned & I feel that I would be a great Asset if appointed
- ♦ Do you or your employer have any business dealings with the City of Elgin that might present a conflict of interest? YES ___ NO ☒
- ♦ Do you have your employer's support to serve on a Board or Commission? YES ___ NO ___
RETIRED, therefore Available to serve

Board members are required to participate in training and obtain a certificate of completion for the Texas Open Meetings Act and Public Information Act within 90 days after date of appointment.

- ♦ Do you agree to complete any training necessary for the Board or Commission? YES ☒ NO ___
- ♦ How did you hear of the available position(s)? Deborah Lofton

Completing and submitting this application does not guarantee your placement on a city board. Your application will be reviewed and kept on file for two (2) years for possible placement of an opening on a Board or Commission.

Deborah Lofton
Signature of Applicant

4/18/16
Date

If you have any questions, please contact Lucretia Alvarez, City Secretary @ (512) 281-5724. Submit original application to City Secretary/City of Elgin, P.O. Box 591, Elgin, Texas 78621 or deliver to 310 North Main Street.

Thanks for your interest!



COUNCIL MEETING: May 3, 2016

ITEM: 7. Approval of waiving open container ordinance for the Juneteenth Festival Street Dance on Friday, June 10 from 8 p.m. to midnight and on Saturday, June 11 from 10 a.m. to 6 p.m. for the Juneteenth Festival on Depot Street from Main Street to Avenue C and in Veterans Memorial Park.

RESOURCE PERSON(S): **Kenneth Reneau, Interim City Manager**
Amy Miller, Community Development Director

SUMMARY: **The Juneteenth Festival Committee will host a street dance and festival on Friday, June 10 and Saturday, June 11 in Veterans Memorial Park and on Depot Street. The festival is free and open to the public.**

RECOMMENDATION(S): **Recommend approval of the waiver of open container ordinance for the Juneteenth Festival Street Dance on Friday, June 10 from 8 p.m. to midnight and on Saturday, June 11 from 10 a.m. to 6 p.m. for the Juneteenth Festival on Depot Street from Main Street to Avenue C and in Veterans Memorial Park.**

ATTACHMENT:



COUNCIL MEETING: May 3, 2016

ITEM: 8. Approval of waiving the open container ordinance for the Western Days Festival on Friday, June 24 from 4 p.m. to 12:15 a.m. and on Saturday, June 25 from 8 a.m. to 8 p.m. in Elgin Memorial Park.

RESOURCE PERSON(S): **Kenneth Reneau, Interim City Manager**
Amy Miller, Community Development Director

SUMMARY: **The Elgin Chamber of Commerce will host the Western Days Festival the week of June 20 to 25. This community homecoming celebration includes live music, arts and crafts, tournaments, and class reunions.**

RECOMMENDATION(S): **Recommend approval to waive the open container ordinance in Elgin Memorial Park on Friday June 24 from 4pm to 12:15am and on Saturday 25 from 8am to 8pm in Elgin Memorial Park.**

ATTACHMENT: **1-Western Days**



COUNCIL MEETING: May 3, 2016

ITEM: 9. Approval of street closures for the Western Days Festival Parade on Saturday, June 25, 2016 from 9 a.m. to 1 p.m.

RESOURCE PERSON(S): **Kenneth Reneau, Interim City Manager**
Amy Miller, Community Development Director

SUMMARY: The Annual Western Days Festival Parade will be held on Saturday, June 25, 2016. The Elgin police department provides the traffic control plan and the City of Elgin implements the street closure for the parade on Saturday. The parade line up occurs on 11th and 2nd streets. The parade commences at 11th and Main Street (Loop 109) it travels south to Brenham Street and disperses from that point.

RECOMMENDATION(S): Recommend approval for the parade street closures on Saturday, June 25 from 9am to 1pm for the Western Days Festival parade.

ATTACHMENT: 1-Western Days Festival Request 2016



April 19, 2016

Mr. Kerry Lacy
City of Elgin
310 N. Main
Elgin, TX 78621

Dear Kerry,

RE: Item for Agenda

The Elgin Chamber of Commerce respectfully requests the Elgin City Council consider the following items:

1. Request approval for street closures for the Western Days Grand Parade including 11th Street from 2nd street to Main Street, Main Street from 11th Street to Austin Street for the traditional parade route.
2. Waive the open container ordinance at Elgin Memorial Park for the following dates along with the stipulation that there will not be glass containers:
The dates are: June 24, 2016 from 4:00p.m. - 12:15a.m.
June 25, 2016 from 8:00a.m. - 8:00p.m.

We are looking forward to a great Western Days. Should you have any questions please contact me at 512-285-4515.

Sincerely,

Gena Carter

Gena Carter
President



COUNCIL MEETING: May 3, 2016

ITEM: 1. Presentation with discussion and action to consider acceptance of the audit report for the year ending September 30, 2015 as presented and prepared by BrooksCardiel, PLLC.

RESOURCE PERSON(S): **Kenneth Reneau, Interim City Manager**
Buck Laquey, Finance Director
BrooksCardiel, PLLC

SUMMARY: The City of Elgin's audit firm, BrooksCardiel, PLLC will present to Council the completed audit report for the year ending on September 30, 2015. Copies of the audit report will be distributed to you on the evening of the meeting by BrooksCardiel, PLLC representatives.

Council action will be to accept the audit report as presented.

RECOMMENDATION(S): **Accept the audit report as presented for the year ending September 30, 2015.**

ATTACHMENT:



COUNCIL MEETING: May 3, 2016

ITEM: 2. Presentation with discussion of CARTS transit station by CARTS and McCann Adams Studio.

RESOURCE PERSON(S): **Kenneth Renneau, Interim City Manager**
Amy Miller, Community Development Director
Gary Cooke, Planning & Development Director

SUMMARY: In March 2015, the City Council approved a master park plan for the ten acres downtown referred to as the Union Pacific Property. One part of the plan included a transit station and permanent public restrooms at Avenue C and Central Avenue. CARTS received a grant in late 2015 to complete the environmental, engineering and design work for the transit station and public restrooms. We worked with CARTS and their consultants, HOU Architects and McCann Adams Studio to develop the following site plan and renderings for this new construction. CARTS Elgin Station was reviewed by Historic Review Board on March 22, when they approved the site plan and on April 26 when they approved the building design. The exterior of the structures includes Elgin Butler tile and glass. The area includes bicycle racks, native landscaping and shaded outdoor seating. The City of Elgin would maintain the restrooms which would be open to the public, on a similar schedule to the restrooms in other park facilities. CARTS applied for a grant to fund construction of the transit station and public restrooms. Notification of funding is slated for June 30, 2016.

RECOMMENDATION(S): Receive presentation, ask questions as needed.

ATTACHMENT:

1-CARTS presentation

2-CARTS Elgin Station



CARTS in Flight



Country Bus

This flexible service provides rides locally and to nearby destinations, but requires a ride reservation be made in advance. Ideal for seniors, disabled individuals or others requiring special assistance, this community transit service provides Curb-to-Curb transportation throughout the CARTS district, and connects to the regional intercity bus network for extending access beyond local destinations.





Medical Transportation

CARTS provides medical transportation services for Logisticare Solutions, LLC, a broker under contract to the Texas Department of Health and Human Services to arrange transportation for eligible persons in the CARTS District. These services are free and can be arranged through HHSC call centers.

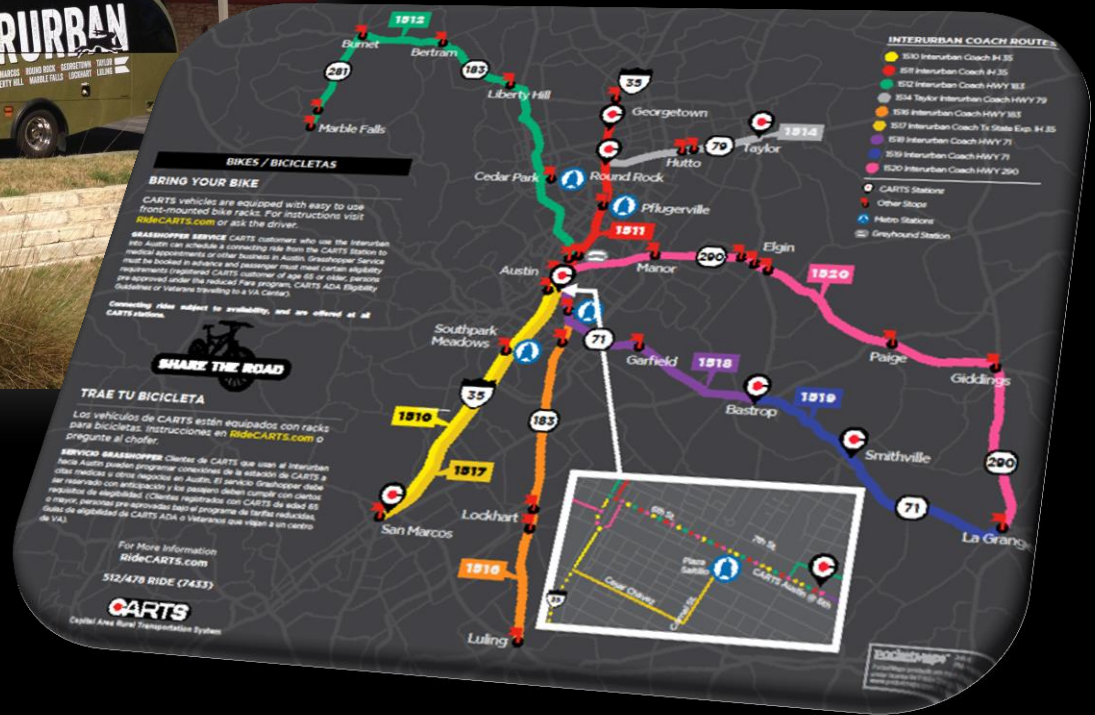




Metro Connector

The Elgin Metro Connector provides bus service from Downtown Elgin into downtown Austin. The route provides service for persons wishing to travel for the weekday commute to Austin for work, shopping or other purposes. The downtown Elgin stop is at Depot St. between Avenue B and Avenue C. Commuters also use the park and ride stop at Memorial Park.





Interurban Coach

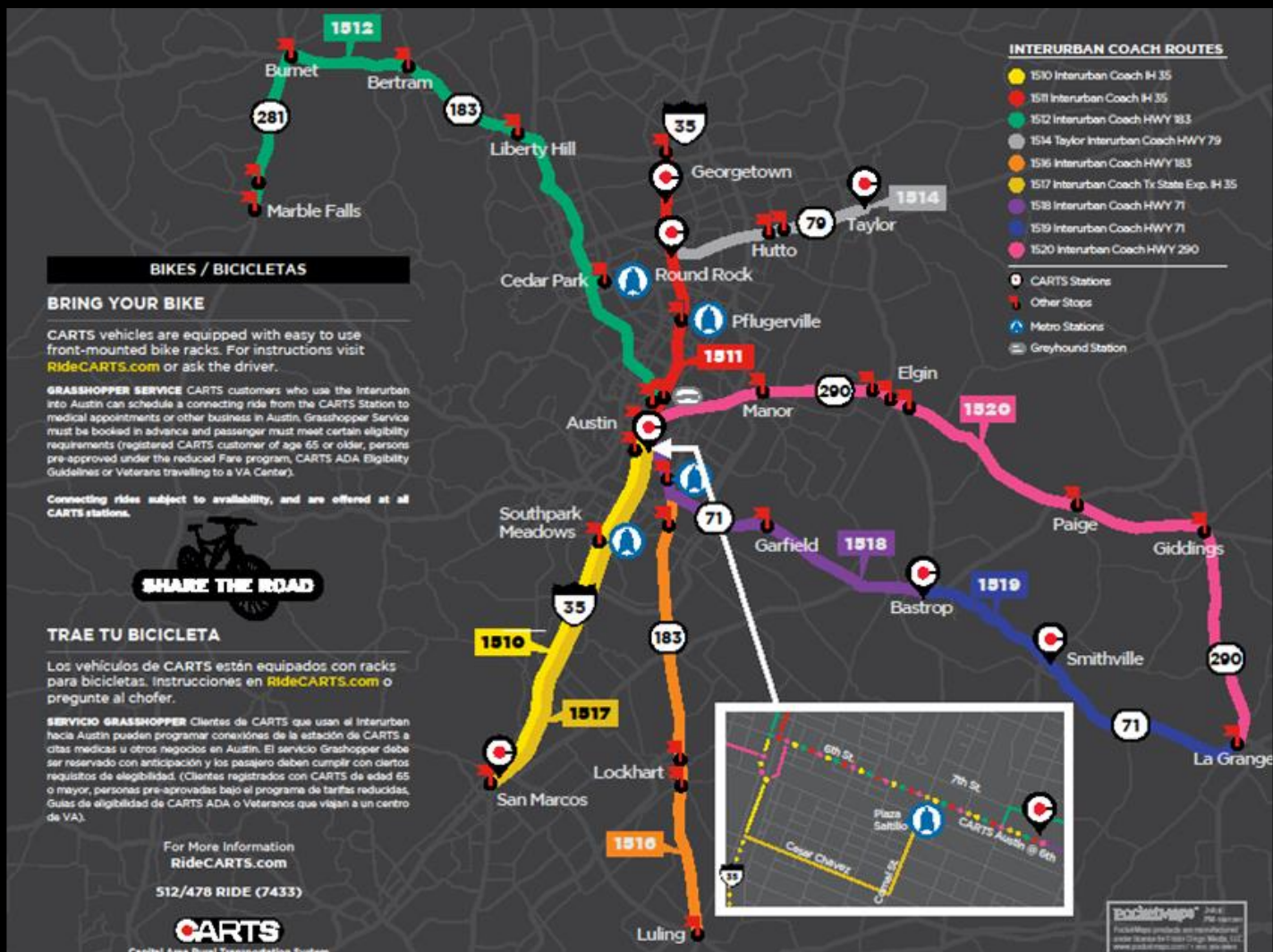


Interurban Coach

The Interurban Coach service consists of regional intercity routes providing connections between Austin, San Marcos, Texas State University, Round Rock, Georgetown, Taylor, Hutto, Burnet, Bertram, Liberty Hill, Marble Falls, Luling, Lockhart, Bastrop, Garfield, Smithville, La Grange, Giddings, Paige, Elgin, Elgin ACC, ACC Riverside and the Austin VA Outpatient Clinic. This service also makes connections to Greyhound and Capital Metro.

The new depot will be the hub for these routes locally.





CARTS Stations Interurban Network



CARTS Elgin Station: Presentation to the Elgin City Council



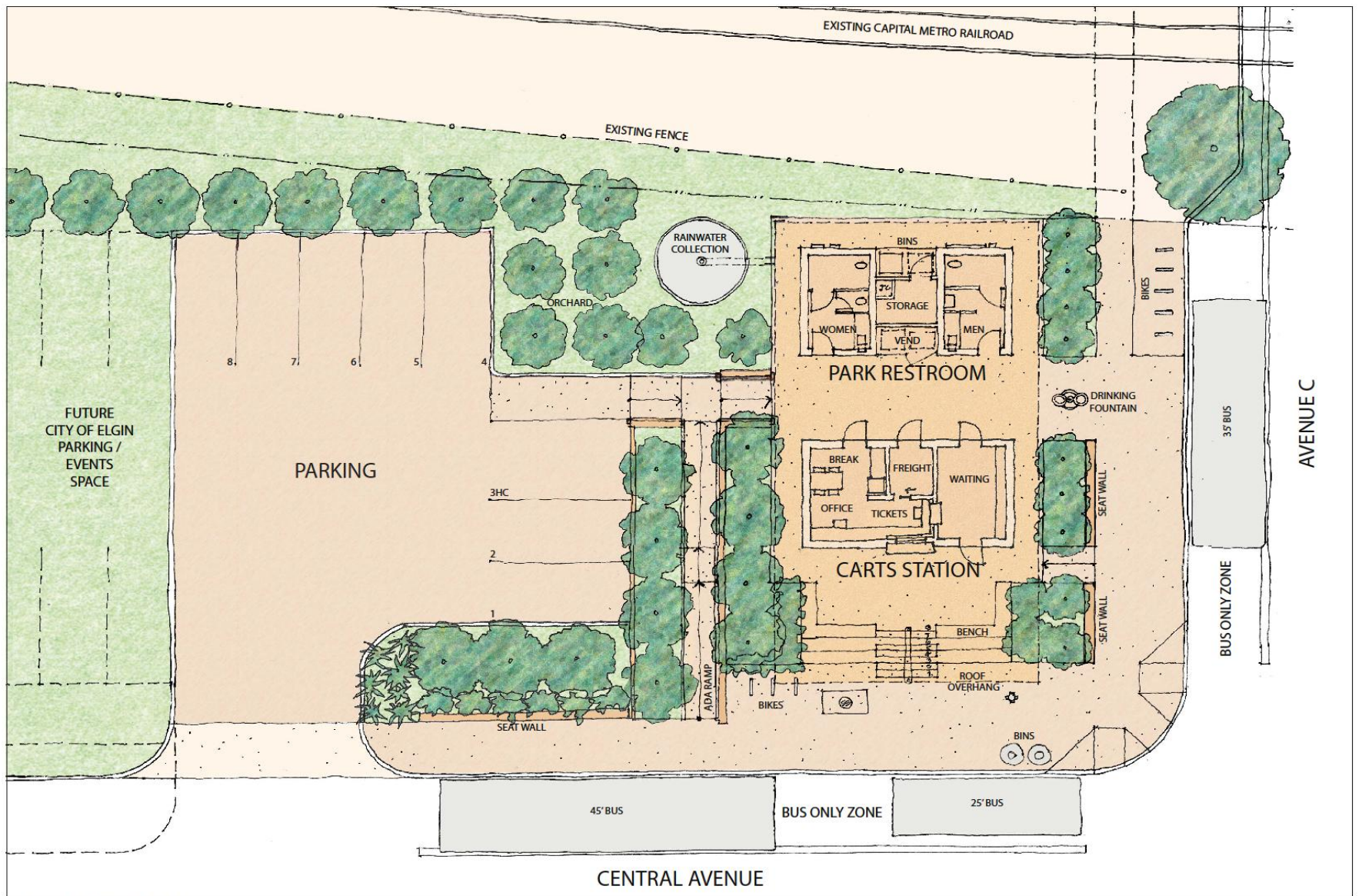


PROJECT LOCATION: SW CORNER AVENUE C & CENTRAL AVENUE

CARTS Elgin Station and Central Park Restroom Building Program

- Public Restrooms for Park to be Operated by City of Elgin
- Public Drinking Fountains
- Shaded Outdoor Spaces and Seating for Gathering, Waiting and Park Activities
- Rainwater Collection & Native Landscape Supporting Pollinators, per Central Park Master Plan
- Bicycle and Handicapped Parking
- Bus -Only Boarding Zones on both Ave C and Central Ave
- Employee and Limited Customer Parking
- Public Ticket Office and Waiting Room
- Employee Break Room and Office
- Bus Freight Delivery Closet





ELGIN STATION



View from Central Avenue



View from Avenue C



COUNCIL MEETING: May 3, 2016

ITEM: 3. Discussion and action to consider an ordinance annexing adjacent and contiguous territory to the City of Elgin, Texas, To Wit: 14.127 Acres of land, in Bastrop County.

RESOURCE PERSON(S): **Kenneth Reneau, Interim City Manager**
Gary N Cooke, Planning and Development Director

SUMMARY: The Mayor and Council have received a Petition Requesting Annexation of a 14.127 acres (R64557) of Lot 2 of the Mary Christian Burleson Subdivision, being a total of 22.065 acres. A portion of this parcel was annexed in 1987; Sean Garretson of Pegasus Planning and Development is requesting that the remainder of the parcel be annexed.

RECOMMENDATION(S): Staff recommends approving Ordinance No. 2015-05-03-11 annexing the remainder of parcel number R64557.

ATTACHMENT: 1-Ordinance No. 2016-05-03-11
2-Exhibit "A"
3-Exhibit "B"
4-Service Plan

ORDINANCE NO. 2016-05-03-11

AN ORDINANCE ANNEXING ADJACENT AND CONTIGUOUS TERRITORY TO THE CITY OF ELGIN, TEXAS, TO WIT: 14.127 ACRES OF LAND, IN BASTROP COUNTY; FINDING THAT ALL NECESSARY AND REQUIRED LEGAL CONDITIONS HAVE BEEN SATISFIED; PROVIDING THAT SUCH AREA SHALL BECOME A PART OF THE CITY AND THAT THE OWNERS AND INHABITANTS THEREOF SHALL BE ENTITLED TO THE RIGHTS AND PRIVILEGES OF OTHER CITIZENS AND BE BOUND BY THE ACTS AND ORDINANCES NOW IN EFFECT AND TO BE HEREINAFTER ADOPTED; PROVIDING FOR A SEVERABILITY CLAUSE AND PROVIDING AN EFFECTIVE DATE; PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES OR RESOLUTIONS.

WHEREAS, the City is a duly constituted Home Rule City pursuant to Chapter 9, Local Government Code, as amended, and

WHEREAS, pursuant to Section 43.028, Local Government Code, the owners of a tract of land containing 14.127 acres, in Bastrop County (the "Property"), more fully described in **Exhibit "A"**, attached hereto, have petitioned the City Council in writing to annex the Property, and

WHEREAS, the petition for annexation is attached as Exhibit "B" hereto and incorporated herein for all purposes, and

WHEREAS, the petition was filed more than five (5) days and less than thirty (30) days before the City Council heard the petition and the arguments for and against the annexation, and

WHEREAS, the Property is (1) one-half mile or less in width; (2) contiguous to the City; and (3) vacant and without residents, or on which less than three (3) qualified voters reside, and

WHEREAS, the City Council has determined that all requirements of Section 43.028, Local Government Code have been complied with and hereby consider it appropriate to grant the petition for annexation, Now Therefore

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

I.

That all of the above premises are found to be true and correct and are incorporated into the body of this Ordinance as if copied in their entirety.

II.

That the City Council has heard the arguments for and against the annexation and has determined to grant the petition for annexation.

III.

That the property described in Exhibit "A" attached hereto and incorporated herein for all purposes, be and is hereby annexed and brought within the corporate limits of the City of Elgin, Bastrop County, Texas, and same is hereby made an integral part hereof.

IV.

That the owners and future inhabitants of the area herein annexed be entitled to all of the rights and privileges of other citizens and property owners of said City and are hereby bound by all acts, ordinances and all other legal action now in full force and effect and all those which may be hereafter adopted.

V.

That the official map and boundaries of the City, heretofore adopted and amended be and is hereby amended so as to include the aforementioned territory as part of the City of Elgin, Texas.

VI.

That the City Manager is hereby directed and authorized to perform or cause to be performed all acts necessary to correct the official map of the City to add the territory hereby annexed as required by law.

VII.

That this Ordinance shall become effective after its passage.

VIII.

That the City Secretary is hereby directed and authorized to file a certified copy of this Ordinance in the Office of the County Clerk of Bastrop County, Texas.

IX.

If any section, subsection, sentence, phrase, or word of this Ordinance be found to be illegal, invalid or unconstitutional or if any portion of said property is incapable of being annexed by the City, for any reason whatsoever, the adjudication shall not affect any other section, sentence, phrase, word, paragraph or provision of this Ordinance or the application of any other section, sentence, phrase, word, paragraph or provision of any other Ordinance of the City. The City Council declares that it would have adopted the valid portions and applications of this Ordinance and would have annexed the valid property without the invalid part, and to this end the provisions of this Ordinance are declared to be severable.

X.

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.

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

READ, PASSED, and ADOPTED on this 3rd day of May, 2016.

Mayor
City of Elgin, Texas

ATTEST:

LUCRETIA ALVAREZ, City Secretary

EXHIBIT "A"

LEGAL DESCRIPTION:

BEING A 23.065 ACRES TRACT OF LAND LYING IN AND BEING SITUATED OUT OF THE THOMAS CHRISTIAN SURVEY, ABSTRACT NO. 20 IN BASTROP COUNTY, TEXAS AND BEING ALL OF THAT CERTAIN 23.09 ACRE TRACT OF LAND CONVEYED TO HARVEY TEAGUE BY DEED RECORDED IN VOLUME 139, PAGE 568 OF THE DEED RECORDS OF BASTROP COUNTY, TEXAS; SAID 23.065 ACRE OF LAND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS AND AS SURVEYED UNDER THE SUPERVISION OF JAMES E. GARON & ASSOCIATES IN OCTOBER, 2011:

BEGINNING at a 1/2" iron rod found on the southerly right-of-way line of Louise Street for the southwesterly corner hereof and said 23.09 acre tract and the southeasterly corner of that certain 6.117 acre tract of land conveyed to James Charles Haisler and Dolores Coballero Haisler by deed recorded in Volume 927, Page 548 of the Official Records of Bastrop County, Texas;

THENCE N 28°36'01" E a distance of 1190.47 feet to a 3/4" iron pipe found for the northwesterly corner hereof and said 23.09 acre tract and the northeasterly corner of said Haisler tract, being in the southerly line of that certain 2.00 acre tract of land conveyed to James Charles Haisler by deed recorded in Volume 499, Page 500 of said deed records;

THENCE S 60°03'19" E a distance of 56.15 feet to a 1/2" iron pipe found for the southeasterly corner of said Haisler 2.00 acre tract and the southwesterly corner of that certain 5.326 acre tract of land conveyed to David G. Parsons and Donna M. Parsons by deed recorded in Volume 873, Page 145 of said deed records for an angle point and S 59°17'29" E a distance of 823.82 feet to a 1/2" iron rod found for the northeasterly corner hereof and said 23.09 acre tract and an ell corner of said Parsons 5.326 acre tract;

THENCE S 30°02'12" W a distance of 470.10 feet to a 1/2" iron rod found on the northerly right-of-way line of Lexington Road for an ell corner hereof and said 23.09 acre tract and the most southerly southwesterly corner of said Parsons 5.326 acre tract;

THENCE N 60°52'38" W a distance of 26.11 feet along the northerly right-of-way of said Lexington Road a 1/2" iron rod set for an ell corner hereof and said 23.09 acre tract, being an ell corner of said Lexington Road;

THENCE S 30°51'14" W a distance of 713.89 feet along the westerly right-of-way of said Lexington Road a 1/2" iron rod set for the southeasterly corner hereof and said 23.09 acre tract, being the northwesterly intersection of said Lexington Road and said Louise Street;

THENCE N 59°41'39" W a distance of 813.44 feet along the northerly right-of-way line of said Louise Street to the POINT OF BEGINNING, containing 23.065 acres of land, more or less and as shown on map of survey prepared herewith.

FILED AND RECORDED
OFFICIAL PUBLIC RECORDS

Rose Pietsch

January 02, 2015 02:33:01 PM

MARYC FEE: \$36.00

ROSE PIETSCH, County Clerk
Bastrop, Texas

201500041

RATIF

EXHIBIT "A"

LEGAL DESCRIPTION:

Being a 23.068 acres tract of land lying in and being situated out of the Thomas Christian Survey, Abstract No. 20 in Bastrop County, Texas and being all of that certain 23.09 acre tract of land conveyed to Harvey Teague by deed recorded in Volume 139, Page 568 of the deed records of Bastrop County, Texas; said 23.065 acre of land being more particularly described as follows and as surveyed under the supervision of James E. Garon & Associates in October 2011:

BEGINNING at a ½" iron rod found on the southerly right-of-way line of Louise St. for the southwesterly corner hereof and said 23.09 acre tract and the southeasterly corner of that certain 6.117 acre tract of land conveyed to James Charles Haisler and Dolores Caballero Haisler by deed recorded in Volume 927, Page 546 of the Official Records of Bastrop County, Texas;

THENCE N 28°36'01" E a distance of 1190.47 feet to a ¾" iron pipe found for the northwesterly corner hereof and said 23.09 acre tract and the northeasterly corner of said Haisler tract, being in the southerly line of that certain 2.0 acre tract of land conveyed to James Charles Haisler by deed recorded in Volume 499, Page 500 of said deed records;

THENCE S 60°03'19" E a distance of 56.15 feet to a 1/2" iron pipe found for the southeasterly corner of the said Haisler 2.00 acre tract and the southwesterly corner of that certain 5.326 acre tract of land conveyed to David G. Parsons and Donna M. Parsons by deed recorded in Volume 873, Page 145 of said deed records for an angle point and S 59°17'29" E a distance of 823.82 feet to a ½" iron rod found for the northeasterly corner hereof and said 23.09 acre tract and an ell corner of said Parsons 5.326 acre tract;

THENCE S 30°02'12" W a distance of 470.10 feet to a ½" iron rod found on the northerly right-of-way line of Lexington Road for an ell corner hereof and said 23.09 acre tract and the most southerly southwest corner of said Parsons 5.326 acre tract;

THENCE 60°52'38" W a distance of 26.11 feet along the northerly right-of-way of said Lexington Road at a ½" iron rod set for an ell corner hereof and said 23.09 acre tract, being an ell corner of said Lexington Road;

THENCE S 30°51'14" W a distance of 713.89 feet along a westerly right-of-way of said Lexington Road at a ½" iron rod set for the southwesterly corner hereof and said 23.09 acre tract, being the northwesterly intersection of Lexington Road and said Louise Street;

THENCE N 59°41'39" W a distance of 813.44 feet along the northerly right-of-way line of said Louise Street to the POINT OF BEGINNING, containing 23.065 acres of land, more or less and as shown on map of survey prepared herewith.

EXHIBIT "B"

PETITION REQUESTING ANNEXATION TERRITORY IN WHICH THERE ARE FEWER THAN THREE VOTERS

TO THE MAYOR OF THE GOVERNING BODY OF THE CITY OF
ELGIN, TEXAS.

The undersigned owners of the hereinafter described tract of land, which is vacant and without residents, or on which less than three qualified voters reside, hereby petition your Honorable Body to extend the present city limits so as to include as part of the City of Elgin, Texas, the following described territory, to wit:

See Exhibit "A", attached hereto and incorporated herein.
(Here describe territory by metes and bounds.)

14.127 acres (R11126) of Lot 2 of the Mary Christian Burleson Subdivision, being a total of 22.065 acres; Parcel Number R64557 and by Bastrop County Appraisal District.

We certify that the above described tract of land is contiguous and adjacent to the City of Elgin, Texas, is not more than one-half (1/2) mile in width and that this petition is signed and duly acknowledged by each and every person or corporation having an interest in said land.

Signed: _____

Signed: _____

Signed: _____

THE STATE OF TEXAS
COUNTY OF TRAVIS

Before me, the undersigned authority, on this day personally appeared SEAN CHARETSIN, NA, and NA known to me to be the persons whose names are subscribed to the foregoing instrument and each acknowledged to me that he executed the same for the purposes and consideration therein expressed.

Given under my hand and seal of office, this 24TH day of MARCH, 2018

Notary Public, State of Texas





PROVISION OF SERVICES PLAN

Date:	April 22, 2016
Annexation Area:	Mary Christian Burleson Homestead Subdivision, Lot 2, Acres 22.065
Provision of Service:	The City of Elgin, Texas will provide the annexation area with Municipal Services in compliance with the Texas Local Government Code and in accordance with the following schedule:
1. Water Service	The City of Elgin serves this area with water services. There is a six inch (6") water line along Louise Street and Lexington Road. All new installations will be made in accordance with City of Elgin Requirements.
2. Sewer Service	The City of Elgin serves this area with waste water services. There is a six inch (6") sewer line along Louise Street and Lexington Road. All new installations will be made in accordance with City of Elgin Requirements.
3. Fire Protection	Provided immediately upon annexation. No additional staff or equipment will be required at this time.
4. Police Protection	Provided immediately upon annexation. No additional staff or equipment will be required at this time.
5. Maintenance of Existing Public Facilities	There are none.
6. Solid Waste	Solid Waste collection will be provided as the area develops through a private contractor retained by the City of Elgin.

7: Capital Improvements Required	There are none.



COUNCIL MEETING: May 3, 2016

ITEM: 4. Discussion and action to consider an ordinance regarding a proposed zoning change request from Sean Garretson of Pegasus Planning and Development of Elgin Agrarian LLC for a Planned Development District (PDD) for the property located in the Mary Christian Burleson Homestead Subdivision, Lots 1 and 2, and being approximately 23.06.065 acres, City of Elgin, Bastrop County, Texas to be known as Elgin Agrarian Community. The request is to change the zoning from R-1 Single Family Residential to PDD (Planned Development District).

RESOURCE PERSON(S): **Kenneth Reneau, Interim City Manager**
Gary N Cooke, Planning and Development Director

SUMMARY: **The Planning and Zoning Commission held a public hearing on the zoning change request made by Sean Garretson of Pegasus Planning and Development for Elgin Agrarian LLC, the owners of the property located in the Mary Christian Burleson Homestead Subdivision, Lots 1 and 2, Acres 23.065 on April 18, 2016 and voted to recommend the requested change to City Council. The Elgin City Council held the second public hearing on the zoning change request on May 3, 2016.**

RECOMMENDATION(S): The Planning and Zoning Commission recommends the approval of Ordinance No. 2016-05-03-12 for zoning change requested by Sean Garretson of Pegasus Planning and Development for Elgin Agrarian LLC, owners of the property located in the Mary Christian Burleson Homestead Subdivision, Lots 1 and 2, Acres 23.065, City of Elgin, County of Bastrop, Texas to change the zoning from R-1 (Single Family) to PDD (Planned Development District). The City Council is to make a recommendation as to who should negotiate the Planned Development District with Pegasus Planning and Development.

ATTACHMENT:

- 1-April 18, 2016 Planning and Zoning Commission Agenda
- 2-Minutes
- 3-Zoning Change Request
- 4-Ordinance No. 2016-05-03-12



AGENDA
ELGIN PLANNING AND ZONING COMMISSION
PUBLIC HEARING/REGULAR SPECIAL MEETING
MONDAY, APRIL 18, 2016 6:30 P.M.
CITY HALL ANNEX COUNCIL CHAMBERS
310 N MAIN STREET

CALL TO ORDER

PUBLIC COMMENT

Individuals may request to speak on items on the agenda, and items not on the agenda. Speaker comments are limited to three (3) minutes. No formal action can be taken on items not posted on the agenda. 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 Commission Member, member of Staff, other individual or group.

CONSENT

1. Approval of minutes, January 11, 2016.

UNFINISHED BUSINESS

NEW BUSINESS

1. REVIEW AND MAKE POSSIBLE RECOMMENDATIONS TO THE ELGIN CITY COUNCIL FOR A ZONING CHANGE AND PLANNED DEVELOPMENT DISTRICT(PDD) SUBMITTED BY SEAN GARRETTSON OF PEGASUS PLANNING AND DEVELOPMENT FOR ELGIN AGRARIAN LLC FOR THE PROPERTY LOCATED IN THE MARY CHRISTIAN BURLESON HOMESTEAD SUBDIVISION, LOT 2, AND BEING APPROXIMATELY 22.065 ACRE TRACT, CITY OF ELGIN, BASTROP COUNTY, TEXAS TO BE KNOWN AS ELGIN AGRARIAN COMMUNITY.

EXECUTIVE SESSION

The board may 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.

RECONVENE

The board returns to open session for possible discussion and action as a result of the Executive Session.

ANNOUNCEMENTS

ADJOURNMENT

NOTICE

I, Gary N. Cooke, Director Planning & Development 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 1st of April, 2016 before 5:00 p.m. in accordance with Chapter 551 of the Texas Government Code. The Elgin City Council will hold a public hearing on item 1 in the City Council Chambers, Elgin City Hall Annex, 310 N. Main Street, Elgin, Texas on May 3, 2016.

Gary N. Cooke

Gary N. Cooke, Director Planning & Development

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.

Para informacion en espanol favor de llamar 512-281-0119.

Servicios de traduccion disponible en la reunion.



March 31, 2016

NOTICE OF A ZONING CHANGE AND PLANNED DEVELOPMENT DISTRICT REQUEST

A REQUEST HAS BEEN FILED BY SEAN GARRESTON OF PEGASUS PLANNING AND DEVELOPMENT FOR ELGIN AGRARIAN, LLC FOR A PLANNED DEVELOPMENT DISTRICT (PDD) FOR THE PROPERTY LOCATED IN THE MARY CHRISTIAN BURLESON HOMESTEAD SUBDIVISION, LOT 2, AND BEING APPROXIMATELY 22.065 ACRE TRACT, CITY OF ELGIN, BASTROP COUNTY, TEXAS TO BE KNOWN AS ELGIN AGRARIAN COMMUNITY. CURRENT ZONING IS R-1 SINGLE FAMILY RESIDENTIAL.

Notice is hereby given of a regular/special public hearing to be held in the City Council Chambers at the Elgin City Hall Annex, 310 N. Main St. in the City of Elgin, Texas on April 18, 2016 at 6:30 p.m. by the Planning and Zoning Commission.

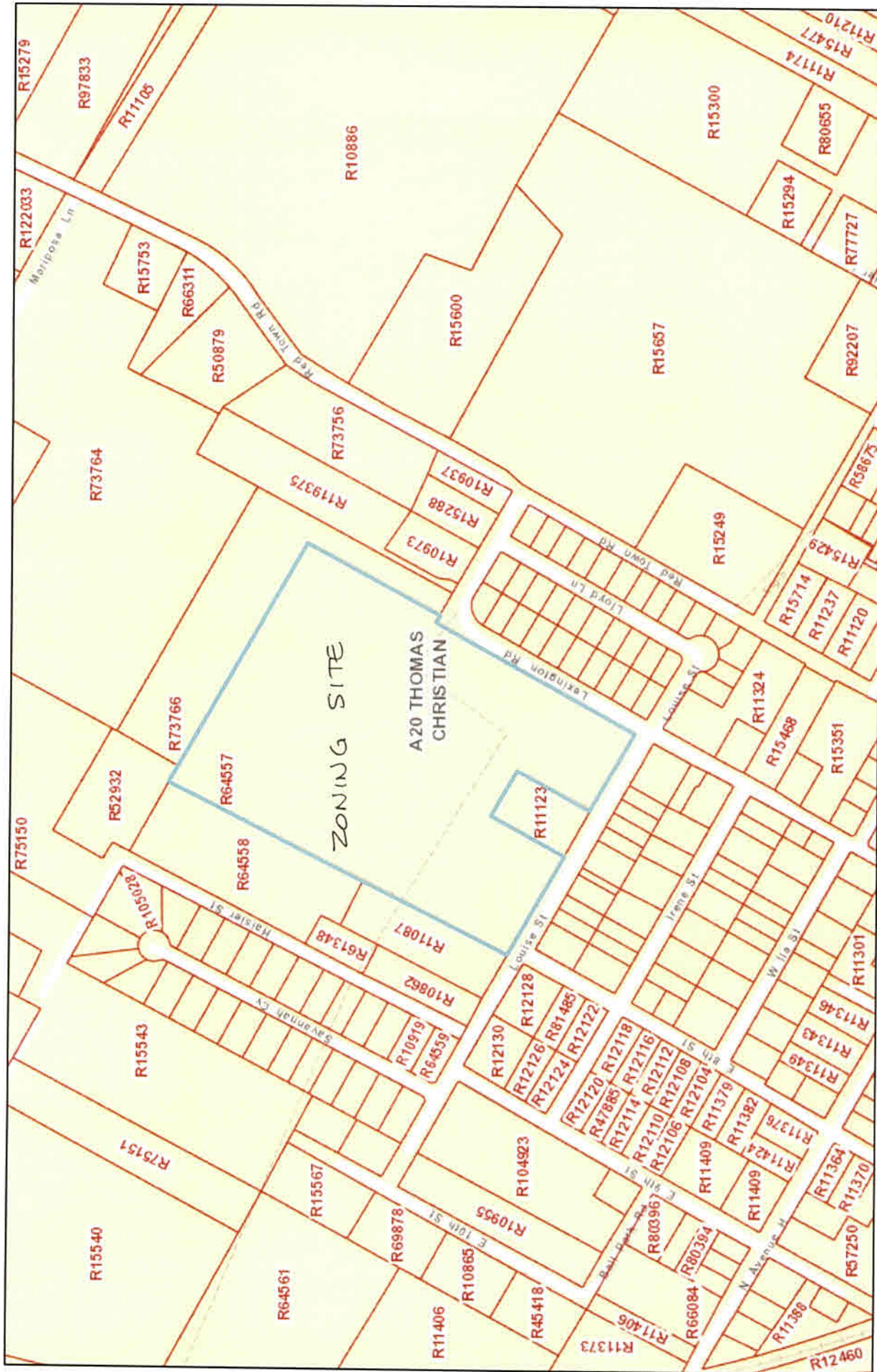
You are being notified because your property is located within two-hundred feet (200) of the property requesting a subdivision and /or zoning change. This hearing is open to any interested person. Opinions, objections and or comments relative to this matter may be expressed in writing or in person at the hearings. You may also be represented by another person, neighbor, or attorney.

The attached map shows the area of the request. Property owners within two hundred (200') feet are required by law to be notified.

For more information please contact Gary N. Cooke at 512-281-0119

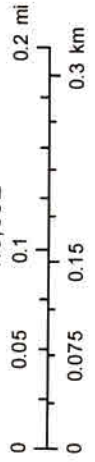
“This institution is an equal opportunity provider”

CC 5/3/16 - Page 113



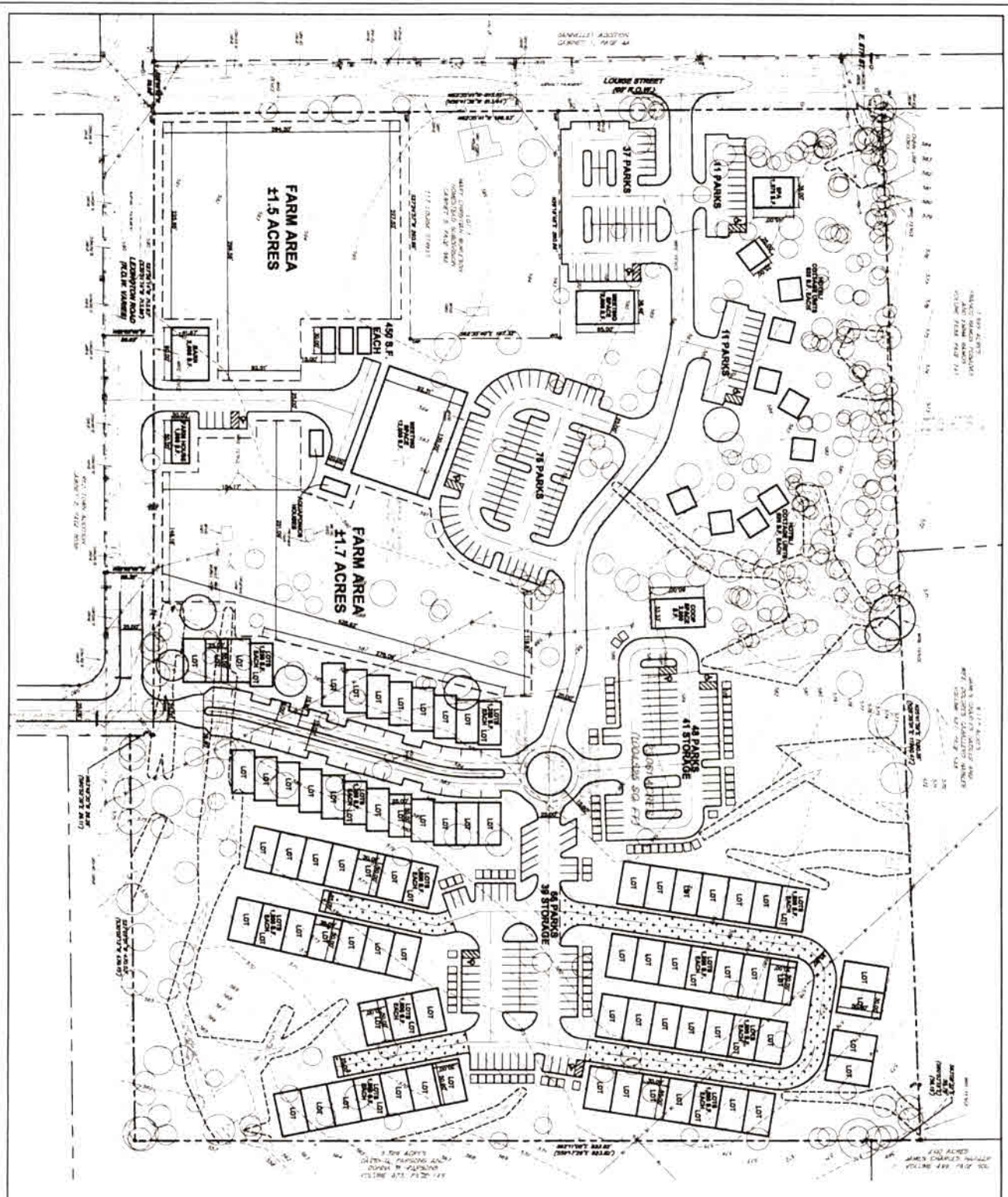
Disclaimer: This product is for informational purposes only and has not been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of boundaries

1:6,052



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

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

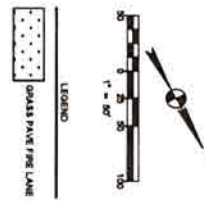


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PARKING COUNTS	
REGULAR	111
HANDICAP	8
TOTAL	119
STORAGE	30



EXH

DRAWN BY: LKB
DESIGNED BY: DMW
QA/QC:
PROJECT NO: 11-2026-10001

EACO - ELGIN AGRARIAN COMMUNITY
LOUISE STREET, ELGIN, TX.
PEGASUS PLANNED
DEVELOPMENT

CONCEPT SITE PLAN

BURY
221 West Sixth Street, Suite 601
Austin, Texas 78701
Tel: 512.224.0111 Fax: 512.224.0207
Email: info@bury.com
Copyright © 2016

MINUTES
PLANNING AND ZONING COMMISSION
PUBLIC HEARING-REGULAR-SPECIAL MEETING
MONDAY, APRIL 18, 2016 – 6:30 PM

1. **CALL TO ORDER** 6:32 pm

PRESENT: Ronald Creppon, Brian Lundgren, Dorothy McCarther, Rudy L. Ramirez, David Lanford (arrived at 6:34 pm).

ABSENT: Tony Prete, Geno Chavarria

GUEST: Paula Ramsey, Jeffrey Asmussen, Arleen Christensen, Bernard Christensen, Artie Monson, Jim & Dolores Haisler, Nikki Snodgrass, Daniel Mahoney, John Lewis, Renee Girling, Sean Garretson, Bobak Tehrany, Jillian Anderson, Beau Perry, Gary N. Cooke, Carlos Navejas, and Melissa Lipiec.

2. **PUBLIC COMMENT:** None.

3. **MINUTES:** No correction or additions to the minutes, January 11, 2016 minutes approved.

4. **UNFINISHED BUSINESS:** Ronnie Creppon stepped down as Chairman of the Planning and Zoning Commission. He nominated Tony Prete as Chairperson and Geno Chavarria as Vice Chairperson. There were no objections to the nominations.

5. **NEW BUSINESS:**

1. REVIEW AND MAKE POSSIBLE RECOMMENDATIONS TO THE ELGIN CITY COUNCIL FOR A ZONING CHANGE AND PLANNED DEVELOPMENT DISTRICT (PDD) SUBMITTED BY SEAN GARRETSON OF PEGASUS PLANNING AND DEVELOPMENT FOR ELGIN AGRARIAN LLC FOR THE PROPERTY LOCATED IN THE MARY CHRISTIAN BURLESON HOMESTEAD SUBDIVISION, LOT 2, AND BEING APPROXIMATELY 22.065 ACRE TRACT, CITY OF ELGIN, BASTROP COUNTY, TEXAS TO BE KNOWN AS ELGIN AGRARIAN COMMUNITY. Sean Garretson of Pegasus Planning and Development made a power point presentation to the Commission and guests. He stated that they have collaborated with the Mary Christian Burleson Foundation on this plan. The community will consist of 80 owner occupied homes ranging from 450 square feet to 1,400 square feet in size and that 33% of the land will be devoted to parkland/open space. Also planned is a hiking trail which they will maintain. Ronnie Creppon asked who the builder would be and Sean Garretson responded that none has been chosen yet. Public comments were then solicited and the following individuals got up to speak: Paula Ramsey, Jeffrey Asmussen, Renee Girling, and Arlene Christensen. Paula Ramsey brought up the fact that Louise street has no sidewalks and no curbs and that safety would be an issue for pedestrians if we are going to increase the traffic in the area. She also stated that there has been virtually no maintenance done to the property since it has changed ownership and she would like to see them clear out the brush and mow. Jeffrey Asmussen's questions were about maintenance of the property and who would fund the maintenance. He also asked if property owners could lease their units out. His final question was about commercial parking and how it would be enforced. Renee Girling attended the meeting as a representative of the Mary Christian Burleson Foundation and she stated that she was in favor of the plan. Arlene Christianson's issues were about road congestion. Gary N. Cooke stated the Planned Development District document had been received that day and had been preliminarily reviewed by Charlie Crossfield, the City Attorney. After some additional discussion David Lanford made a motion to recommend that the Elgin City Council change the zoning from R-1 Single Family to PDD (Planned Development District) for Lot 2 of the Mary Christian Burleson Homestead Subdivision.

Dorothy McCarther seconded the motion and a vote was taken. The motion passed unanimously with a vote of 5 for and 0 against.

6. ANNOUNCEMENTS: Gary N. Cooke announced that there will be a reception honoring Kerry Lacy on April 25th from 3pm to 5 pm at the Fleming Center. Mr. Lacy will be retiring. There will be another reception honoring Marc Holm for his 8 years of service as Mayor of the City of Elgin. This reception will take place on May 10th from 7:30-9:00 pm at The Owl. All commission members are invited to attend. Gary also stated that we anticipate meeting on a subdivision in May.

7. ADJOURNMENT: 7:44 pm.

Ronald Creppon
Chairman, Planning & Zoning Commission

ATTEST:

Gary N. Cooke
Secretary, Planning & Zoning Commission



March 23, 2016

To: Gary Cooke
Director of Planning and Development
City of Elgin

From: Sean Garretson
President, Pegasus Planning and Development
General Partner, Elgin Agrarian, LLC

Subject: Request for Zoning Change for the Elgin Agrarian Community

Please consider this letter as a formal request to present a conceptual plan for the rezoning of land in north Elgin at the April 18, 2016 Planning Commission Meeting for the development referred to as EACO – Elgin Agrarian Community (www.ElginAgrarian.com).

EACO will be a 24-acre mixed-use development consisting of 80 owner-occupied residential units, a 3-acre working farm, and ancillary commercial buildings to support Agriculture and Community. Half of the 24-acres is within the city of Elgin and half is in Bastrop County. A petition to be annexed has also been filed with the City for the remaining acreage of this development. The 1-acre parcel and homestead of Mary Christian Burleson has already been donated to the Mary Christian Burleson Foundation.

The address for the project is 103 Louise Street. All acreage is owned by the Elgin Agrarian, LLC and all taxes are paid and current.

Please let me know should you require additional information at this time. We look forward to working with the Planning Commission and City Council in the creating of the Planned Development District.

ORDINANCE NO. 2016-05-03-12

AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF ELGIN, TEXAS ADOPTED IN CHAPTER 46, SECTION 46-3, CODE OF ORDINANCES, CITY OF ELGIN, TEXAS AND MAKING THIS AMENDMENT A PART OF SAID OFFICIAL ZONING MAP, TO WIT: TO REZONE PROPERTY BEING IN THE MARY CHRISTIAN BURLESON HOMESTEAD SUBDIVISION, LOT 2, ACRES 22.065, CITY OF ELGIN, BASTROP COUNTY, TEXAS FROM R-1 SINGLE FAMILY TO PDD (PLANNED DEVELOPMENT DISTRICT).

WHEREAS, an application has been made to the City Council of the City of Elgin, Texas to amend the Official Zoning Map to rezone the property described in Exhibit “A” attached hereto and incorporated herein, from R-1 Single Family to PDD Planned Development District, and

WHEREAS, the City Council has submitted the request change in the Official Zoning Map to the Planning and Zoning Commission for its recommendation and report, and

WHEREAS, the Planning and Zoning Commission held a public hearing concerning the requested change on the April 18, 2016, following lawful publication of the notice of said public hearing, and

WHEREAS, after considering the public testimony received at such hearing, the Planning and Zoning Commission has recommended that the Official Zoning Map be amended so that the zoning classification of the property described in Exhibit “A” be changed from R-1 Single Family to PDD Planned Development District.

WHEREAS, on the 3rd day of May, 2016, after proper notification, the City Council held a public hearing on the requested amendment, and

WHEREAS, the City Council has determined that substantial changes in conditions have occurred which justify the zoning classification change provided for herein, and

WHEREAS, the City Council determines that the zoning provided for herein promotes the health, safety, morals, and protects and preserves the general welfare of the community, and

WHEREAS, each and every requirement set forth in Chapter 211, Sub-Chapter A, Texas Local Government Code, and Chapter 46, Section 46-3, City of Elgin, Texas concerning public notices, hearings, and other procedural matters has been fully complied with, Now Therefore

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

I.

The Official Zoning Map adopted in Chapter 46, Section 46-3, City of Elgin, Texas is hereby amended so that the zoning classification of the property described in Exhibit "A" is hereby changed from R-1 Single Family to PDD Planned Development District.

II.

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 first reading this the 3rd day of May 2016.

MARC HOLM, MAYOR

ATTEST:

LUCRETIA ALVAREZ, CITY SECRETARY



COUNCIL MEETING: May 3, 2016

ITEM: 5. Discussion and action to consider an Ordinance amending Park and Recreational Users Fees and Fleming Center User Fees.

RESOURCE PERSON(S): **Kenneth Reneau, Interim City Manager**
Michael Gonzalez, Parks and Recreation Director

SUMMARY: Attached is an ordinance and updated fee schedule for Park and Recreation Department. This fee schedule allows the parks department to have a more efficient cost recovery plan while providing reasonably priced park facilities for rent. This fee schedule reflects data collected by the Parks Department to provide a good value for Elgin park facilities.

RECOMMENDATION(S): **Approve Ordinance 2016-05-03-13 AMENDING CHAPTER 28, ARTICLE III, SECTION 28-55, CODE OF ORDINANCES, PARKS AND RECREATION DEPARTMENT USER FEES AND AMENDING CHAPTER 28, ARTICLE III, SECTION 28-57(d), CODE OF ORDINANCES FLEMING COMMUNITY CENTER USER FEES OF THE REVISED CODE OF ORDINANCES, CITY OF ELGIN, TEXAS, 2013**

ATTACHMENT: 1-Ordinance 2016-05-03-13 Amending Park & Fleming User Fees
2-Exhibits A & B

**CITY OF ELGIN, TEXAS
ORDINANCE NO. 2016-05-03-13**

AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF ELGIN, TEXAS AMENDING CHAPTER 28, ARTICLE III, SECTION 28-55, CODE OF ORDINANCES, PARKS AND RECREATION DEPARTMENT USER FEES AND AMENDING CHAPTER 28, ARTICLE III, SECTION 28-57(d), CODE OF ORDINANCES FLEMING COMMUNITY CENTER USER FEES OF THE REVISED CODE OF ORDINANCES, CITY OF ELGIN, TEXAS, 2013 AND PROVIDING THAT ALL CONFLICTING ORDINANCES ARE HEREBY REPEALED TO THE EXTENT THAT THEY ARE IN CONFLICT; PROVIDING A SAVINGS CLAUSE; PROVIDING AN EFFECTIVE DATE.

BE IT ORDAINED by the City Council of the City of Elgin, Texas that Chapter 28, Article III, Section 28-55, and Section 28-57, Code of Ordinances are hereby amended to read as follows:

I

ARTICLE III, SECTION 28-55, PARK AND RECREATION DEPARTMENT USER FEES

The user fees to be amended are shown on Exhibit A, which are on file in the city secretary's office.

II

ARTICLE III, SECTION 28-57, FLEMING COMMUNITY CENTER USER FEES

The user fees to be amended are shown on Exhibit B, which are on file in the city secretary's office.

III

All Ordinances, part of Ordinances or Resolutions in conflict herewith are expressly repealed.

IV

The invalidity of any section or provision of this Ordinance shall not invalidate other sections or provisions thereof.

V

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

VI

This Ordinance shall become effective and shall be in full force from and after the date of passage and adoption by the City Council of the City of Elgin, Texas.

PASSED AND APPROVED by the City Council of the City of Elgin, Texas this 3rd day of May 2016.

APPROVED:

Marc Holm, Mayor

ATTEST:

Lucretia Alvarez, City Secretary

APPROVED AS TO FORM:

Charlie Crossfield, City Attorney

Exhibit A
Parks & Recreation User Fees

Park Facility	Amenities		Reservation Fees	
	Grills	G	One Time Use	Multi-Use Sport Fields
	Tables	T		
	Electricity	E		
	Water	W		
Elgin Memorial Park	G T E W		\$800.00	N/A
Softball Field	T E		\$20.00	\$5.00/hour, 4 hour min
Sand Volleyball Courts	T E W		\$20.00	\$5.00/hour, 4 hour min
Tennis Courts			\$20.00	\$5.00/hour, 4 hour min
Main Pavilion	G T E W		\$75.00	N/A
Small Pavilion	G E W		\$35.00	N/A
Concession Stand	E W		\$25.00	N/A
Picnic Table	G W E		\$20.00	N/A
Thomas Memorial Park	G T E W		\$550.00	N/A
Softball Field	T E		\$20.00	\$5.00/hour, 4 hour min
Basketball Courts	W		\$20.00	\$5.00/hour, 4 hour min
Concession Stand	E W		\$25.00	N/A
Open Air Pavilion	E W		\$35.00	N/A
Picnic Pavilion	G T E W		\$75.00	N/A
Practice Field or Soccer 1			\$20.00	\$1.00/hour, 4 hour min
Practice Field or Soccer 2			\$20.00	\$1.00/hour, 4 hour min
Morris Memorial Park	G T E W		\$400.00	N/A
Basketball Courts	W		\$20.00	\$5.00/hour, 4 hour min
Picnic Table(s)	T		\$20.00	N/A
Backstop			\$20.00	\$1.00/hour, 4 hour min
Veterans' Memorial Park	G T E W		\$275.00	N/A
Gazebo	T E		\$75.00	N/A
Shenandoah Soccer Park and Greenbelt	T W		\$275.00	N/A
Open Areas			\$20.00	N/A
Goins Picnic Area	T		\$125.00	N/A
Elgin Municipal Pool	* see Section G			

- (1) Reservation fees of Entire Park facilities are subject to the special event ordinance.
- (2) Reservation fee of Elgin Memorial Park will include the Park and Ride facility and Softball Field. Park and Ride and Softball Field can be reserved exclusive of Elgin Memorial Park.
- (3) Reservation days and times are subject to availability.
- (4) Parks and Recreation Department shall establish a schedule of fees for the daily reservation of related equipment.

Exhibit B
Fleming Community Center User Fees

Facility	Base Fee (up to 4 hours)	Each Additional Hour
Meeting Room	\$25.00	\$10.00
Classroom	\$25.00	\$10.00
Studio	\$50.00	\$25.00
Lounge	\$25.00	\$10.00
Grand Hall & Kitchen	\$75.00	\$25.00
Grand Hall, Studio, & Kitchen	\$100.00	\$50.00
Entire Facility (all rooms)	\$150.00	\$50.00
Kitchen*	\$40.00	\$10.00
Table/Chairs	Limited number available in facility with reservation	

- (1) *The Kitchen is available first to Grand Hall users and may not be available for separate reservations or for reservations with other rooms.
- (2) A discounted rate of 20% of the facility use fee for Non-Profit organizations and 25% of the facility fee for community events is available – see the Special Event Policy in Ordinance Number 2012-01-10-01.
- (3) The City of Elgin may waive fees for events through the Elgin Independent School District.
- (4) Regular repeat uses also known as Multi-Use reservations **or Recreation Contractors may have their fees prorated based on time and use of the facility, multi-use rates may not be combined with non-profit rates.**

Additional Fees		
Damage Fee	Fees may be assessed for cleaning and or repairs due to damage that occurred during the event. Fees are based on amount of damage and the cleaning required.	Varies based on damage
Staff Support Fee	Facility staff hours vary. City of Elgin determines need for staff support.	\$20.00 per staff person, per hour
Security Fee	Police officer(s) may be required for an event. City of Elgin determines need for security.	\$35.00 per officer, per hour
Deposit Fee	Deposit required for special events, and events that serve alcohol.	\$250.00
No Show/Cancellation (less than 7 days prior to the event)	The reservation fee will be charged again in addition to the original reservation fee paid.	Varies based on facility reservation fee
Key/Lock Replacement	The user will be assessed the cost of replacement keys and or new locks.	Varies based on cost of keys and locks
Insurance	Insurance may be required for events larger than 100 participants, or where alcohol may be served or the combination. Instructors and trainers may be required to carry insurance as well as clear a background check.	Varies based on event



COUNCIL MEETING: May 3, 2016

ITEM: 6. Discussion and action to consider a resolution authorizing the Elgin Economic Development Corp. to spend an amount greater than \$10,000 per State Statutes. Specifically to award a Mega Grant of \$25,000 to Israel Arreola who spent \$450,000 remodeling his Morelia Mexican Grill building thus creating jobs and expanding the City of Elgin tax base.

RESOURCE PERSON(S): **Kenneth Reneau, Interim City Manager**
Owen Rock, EDC Director

SUMMARY: The Elgin Economic Development Corporation board of directors voted to authorize this project at their April 12, 2016 meeting, but needs Council authorization to ratify the purchase since it is over \$10,000.

RECOMMENDATION(S): Approval of Resolution No. 2016-05-03-02 is recommended.

ATTACHMENT: 1-Resolution 2016-05-03-02

RESOLUTION NO. 2016-05-03-02

**RESOLUTION BY THE CITY COUNCIL OF THE CITY OF ELGIN, TEXAS APPROVING THE
EXPENDITURE OF \$25,000 BY THE ELGIN ECONOMIC DEVELOPMENT CORPORATION FOR
ISRAEL ARREOLA, MORELIAS MEXICAN GRILL BUILDING PROJECT AND MAKING
CERTAIN FINDINGS RELATED THERETO**

WHEREAS, the City of Elgin, Texas (the “City”) has caused to be created the Elgin Economic Development Corporation (the “Corporation”) pursuant to the provisions of Chapter 505 of the Texas Local Government Code, being the (“Act”); and

WHEREAS, the Corporation desires to expend \$25,000 to pay for Israel Arreola, Morelia Mexican Grill building project; and

WHEREAS, solely for satisfying the requirements of the Act, and for no other purposes whatsoever, the City is willing to approve said expenditures;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Elgin, Texas:

1. That the above recitals are true and correct.
2. That the City hereby approves the expenditure of up to \$25,000

That it is officially found and determined that this approval is given solely to satisfy the requirements of the Act and for no other purpose whatsoever. In particular, the City shall have no liability whatsoever in regard to the expenditures, which will be solely the liability of the Corporation.

Adopted on this 3rd day of May, 2016.

CITY OF ELGIN, TEXAS

Marc Holm, Mayor

ATTEST:

Lucretia Alvarez, City Secretary



COUNCIL MEETING: May 3, 2016

ITEM: 7. Discussion and action to consider adoption of a Resolution that would suspend the proposed rate increase from CenterPoint Energy Entex, South Texas Division until after July 14, 2016.

RESOURCE PERSON(S): Kenneth Reneau, Interim City Manager
Lucretia Alvarez, City Secretary

SUMMARY: Section 104.301 of the Texas Utilities Code allows municipalities the right to postpone proposed rate increases for 45 days in order that a review of the data and calculations can be made that was the basis for the utility to propose a rate adjustment. This proposed Resolution also allows the City of Elgin to participate in a coalition of other Cities in this particular rate case.
Residential rate \$1.14; general service small \$2.31; general service large volume \$13.50 increases will be suspended until July 14, 2016 with this resolution.

RECOMMENDATION(S): Approve the proposed Resolution 2016-05-03-03..

ATTACHMENT: 1-Resolution 2016-05-03-03 Centerpoint Energy

RESOLUTION NO. 2016-05-03-03

A RESOLUTION BY THE CITY OF ELGIN, TEXAS, RESPONDING TO THE APPLICATION OF CENTERPOINT ENERGY ENTEX, SOUTH TEXAS DIVISION TO INCREASE RATES UNDER THE GAS RELIABILITY INFRASTRUCTURE PROGRAM; SUSPENDING THE EFFECTIVE DATE OF THIS RATE APPLICATION FOR FORTY-FIVE DAYS; DETERMINING THAT THE MEETING AT WHICH THE RESOLUTION WAS ADOPTED COMPLIED WITH THE TEXAS OPEN MEETINGS ACT; MAKING SUCH OTHER FINDINGS AND PROVISIONS RELATED TO THE SUBJECT; AND DECLARING AN EFFECTIVE DATE.

WHEREAS, on March 31, 2016 CenterPoint Energy Entex, South Texas Division ("CenterPoint") filed for an increase in gas utility rates under the Gas Reliability Infrastructure Program ("GRIP"), resulting in a requested increase in the monthly residential customer charge by \$1.14; general service small \$2.31; and general service large volume 13.50; and

WHEREAS, there are many customers of limited means who receive gas service from CenterPoint and relatively small increases in rates can have a negative effect on those customers being able to make ends meet; and

WHEREAS, the City has a special responsibility to exercise due diligence before approving rate increases of monopoly utilities who operate within its boundaries; and

WHEREAS, the application to increase rates by CenterPoint is very lengthy and complex; and

WHEREAS, it is necessary to suspend the effective date for the increase in rates for forty-five days, so that the City can assure itself that the data and calculations in CenterPoint's rate application are correctly done; and

WHEREAS, the effective date proposed by CenterPoint is May 30, 2016 but a suspension by the City will mean that the rate increase cannot go into effect prior to July 14, 2016.

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

Section 1. That the statements and findings set out in the preamble to this resolution are hereby in all things approved and adopted.

Section 2. The City suspends the requested effective date by CenterPoint for forty-five days pursuant to the authority granted the City under Section 104.301 of the Texas Utilities Code. The City finds that additional time is needed in order to review the data and calculations which provide the basis for the rate increase application.

Section 3. Authorizing in the participation of a coalition with other cities named in the rate case.

Section 4. The meeting at which this resolution was approved was in all things conducted in strict compliance with the Texas Open Meetings Act, Texas Government Code, Chapter 551.

Section 5. This resolution shall be effective immediately upon passage.

PASSED and APPROVED this the 3rd day of May, 2016.

ATTEST:

Marc Holm, Mayor

LUCRETIA ALVAREZ
City Secretary



COUNCIL MEETING: May 3, 2016

ITEM: 8. Discussion and action to consider Resolution 2016-05-03-04 designating authorized signatures for Contractual and Grant Fund Documents in connection with the Texas Community Block Grant Program (TxCDBG) for use in the Main Street Project Number 7214372 and 2015 Community Development Fund Contract Number 7215151.

RESOURCE PERSON(S): **Kenneth Reneau, Interim City Manager**
Amy Miller, Community Development Director
Laura Schwartz, Purchasing Agent / Finance Administrator

SUMMARY: Texas Department of Agriculture requires the City Council pass a resolution designating authorized signatures for contractual documents related to CDBG Grants.

RECOMMENDATION(S): Recommend Council approve Resolution 2016-05-03-04 designating signatures for Contractual and Grant Fund Documents in connection with the Texas Community Block Grant Program (TxCDBG) for use in the Main Street Project Number 7214372 and 2015 Community Development Fund Contract Number 7215151.

ATTACHMENT: 1-Resolution authorized signatures
2-authorized signatures form

RESOLUTION No. 2016-05-03-04**AUTHORIZING SIGNATORIES**

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF ELGIN, TEXAS OF THE COUNTY OF BASTROP TEXAS, DESIGNATING AUTHORIZED SIGNATORIES FOR CONTRACTUAL DOCUMENTS AND DOCUMENTS FOR REQUESTING FUNDS PERTAINING TO THE TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (TxCDBG) CONTRACT NUMBER 7214372 and CONTRACT NUMBER 7215151.

WHEREAS, the City of Elgin, Texas has received a 2015 Texas Community Development Block Grant award to provide sidewalks/water/wastewater/road/other improvements, and;

WHEREAS, it is necessary to appoint persons to execute contractual documents and documents for requesting funds from the Texas Department of Agriculture, and;

WHEREAS, an original signed copy of the TxCDBG *Depository/Authorized Signatories Designation Form (Form A202)* is to be submitted with a copy of this Resolution, and;

WHEREAS, the City of Elgin, Texas acknowledges that in the event that an authorized signatory of the City changes (elections, illness, resignations, etc.), the City must provide TxCDBG with the following:

- a resolution stating who the new authorized signatory is (not required if this original resolution names only the title and not the name of the signatory); and
- a revised TxCDBG *Depository/ Authorized Signatories Designation Form (Form A202)*.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ELGIN, TEXAS, AS FOLLOWS:

The Mayor, and Interim City Manager be authorized to execute contractual documents between the Texas Department of Agriculture and the City for the 2015 Texas Community Development Block Grant Program for contract number 7214372 and contract number 7215151.

The Mayor, Mayor Pro-Tem, Interim City Manager, Finance Director and City Secretary be authorized to execute the *State of Texas Purchase Voucher* and *Request for Payment Form* documents required for requesting funds approved in the 2015 Texas Community Development Block Grant Program for contract number 7214372 and contract number 7215151.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF ELGIN, TEXAS OF THE COUNTY OF BASTROP, TEXAS ON MAY 3, 2016.

Marc Holm, Mayor

Attest:

Lucretia Alvarez, City Secretary

Depository/Authorized Signatories Designation Form

Grant Recipient **CITY OF ELGIN**TxCDBG Contract No. **7215151**

The individuals listed below are designated by resolution as authorized signatories for contractual documents.

Marc Holm (Name) Mayor (Title) (Signature)	Kenneth Reneau (Name) Interim City Manager (Title) (Signature)
--	--

In addition to the individuals listed above, the individuals listed below are designated by resolution as authorized signatories for the *Request for Payment Form* (Form A203)—(At least two (2) signatories required).

Marc Holm (Name) Mayor (Title) (Signature)	Juan Gonzalez (Name) Mayor Pro-Tem (Title) (Signature)
Kenneth Reneau (Name) Interim City Manager (Title) (Signature)	Sidney LaQuey (Name) Finance Director (Title) (Signature)
Lucretia Alvarez (Name) City Secretary (Title) (Signature)	

NOTE: A copy of a Resolution passed by the city council or county commissioner's court authorizing the signatories must be submitted along with this form. Grant Recipients are strongly encouraged to use the sample resolution provided.

Depository/Authorized Signatories Designation Form

Grant Recipient **CITY OF ELGIN**TxCDBG Contract No. **7214372**

The individuals listed below are designated by resolution as authorized signatories for contractual documents.

Marc Holm (Name) Mayor (Title) (Signature)	Kenneth Reneau (Name) Interim City Manager (Title) (Signature)
--	--

In addition to the individuals listed above, the individuals listed below are designated by resolution as authorized signatories for the *Request for Payment Form* (Form A203)—(At least two (2) signatories required).

Marc Holm (Name) Mayor (Title) (Signature)	Juan Gonzalez (Name) Mayor Pro-Tem (Title) (Signature)
Kenneth Reneau (Name) Interim City Manager (Title) (Signature)	Sidney LaQuey (Name) Finance Director (Title) (Signature)
Lucretia Alvarez (Name) City Secretary (Title)	

(Signature)

||

NOTE: A copy of a Resolution passed by the city council or county commissioner's court authorizing the signatories must be submitted along with this form. Grant Recipients are strongly encouraged to use the sample resolution provided.



COUNCIL MEETING: May 3, 2016

ITEM: 9. Discussion and action to award the construction contract to Gaeke Construction Company in the amount of \$118,617.91 for the Texas Capital Fund Main Street program grant Contract No. 7214372 and authorize the Interim City Manager or the City Manager to approve change orders for up to 25% of the contract.

RESOURCE PERSON(S): Kenneth Reneau, Interim City Manager
Amy Miller, Community Development Director
Joe Parten, Public Works Director

SUMMARY: The City of Elgin received eleven bids on April 19, 2016 for the construction of sidewalks for Texas Capital Fund Main Street Program contract #7214372. TRC reviewed these bids and recommends that the city award the contract to Gaeke Construction Company of Giddings, Texas in the amount of \$118,617.91. The construction area primarily occurs on South Avenue C from Brenham Street to Austin Street and on Austin Street, as well as ADA Ramps in other parts of the historic district.

RECOMMENDATION(S): Approve the contract award to Gaeke Construction Company in the amount of \$118,617.91 for the Texas Capital Fund Main Street program grant Contract No. 7214372 and authorize the Interim City Manager or the City Manager to approve change orders for up to 25% of the contract.

ATTACHMENT: 1-TCF Sidewalk contract award letter



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

April 19, 2016

Honorable Mayor and City Council
City of Elgin
310 North Main
Elgin, Texas 78621

**Re: 2015 Sidewalk Improvements
TxCDBG Contract No. 7214372
Bid Award Recommendation**

Dear Mayor Holm and Council Members:

Eleven (11) sealed bids were received at Elgin City Hall on April 19, 2016 at 11:30 A.M. for the above-referenced project. The Base bid for the project includes sidewalk improvements including approximately 500 SY of concrete sidewalk and driveways, 20 curb ramps, and pavement striping. In addition, TRC is recommending award of the Additive Alternate bid items which included approximately 160 SY of concrete sidewalk. The total bid proposals ranged from \$118,617.91 by Gaeke Construction Company of Giddings, Texas, up to \$252,389.50 from M&C Fonseca Construction Company of Granite Shoals, Texas. The construction completion period is 90 days.

It is recommended that Gaeke Construction Company be awarded the construction project in the amount of \$118,617.91. 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. The project is within the City's budget. 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 blue ink, appearing to read 'K. Beau Perry', is positioned below the word 'Sincerely,'.

K. Beau Perry, P.E.
Principal

cc: Ms. Amy Miller, City of Elgin

CITY OF ELGIN
2016 Sidewalk Improvements
Bid Tabulation
April 19, 2016 - 11:30 AM



				Gaeke Construction Company P.O. Drawer 509 Giddings, TX 78942		Myers Concrete Construction P.O. Box 2928 Wimberly, TX 78676		Battery Warehouse 501 E. Cedar Ave. Suite F McAllen, TX 78501	
Item	Item Description	Qty.	Unit	Unit Price	Total	Unit Price	Total	Unit Price	Total
BASE BID PROPOSAL									
P.1	Remove and dispose of unclassified material	150	S.Y.	\$40.00	\$6,000.00	\$42.98	\$6,447.00	\$25.00	\$3,750.00
P.2	Concrete Curb and Gutter	115	L.F.	\$23.00	\$2,645.00	\$33.31	\$3,830.65	\$40.00	\$4,600.00
P.3	Saw-toothed Concrete Curb and Gutter	29	L.F.	\$29.00	\$841.00	\$32.65	\$946.85	\$40.00	\$1,160.00
P.4	5" Thick Concrete Sidewalk	417	S.Y.	\$75.00	\$31,275.00	\$97.79	\$40,778.43	\$90.00	\$37,530.00
P.5	5" Thick Concrete	93	S.Y.	\$80.00	\$7,440.00	\$100.68	\$9,363.24	\$90.00	\$8,370.00
P.6	Sidewalk Drain	1	L.S.	\$850.00	\$850.00	\$2,442.25	\$2,442.25	\$1,500.00	\$1,500.00
P.7	TxDOT Type 5 Blended Transition	2	EA.	\$2,000.00	\$4,000.00	\$1,367.66	\$2,735.32	\$1,500.00	\$3,000.00
P.8	TxDOT Type 7 Directional Curb Ramp	16	EA.	\$1,600.00	\$25,600.00	\$1,123.43	\$17,974.88	\$1,800.00	\$28,800.00
P.9	TxDOT Type 10 Directional Curb Ramp	2	EA.	\$1,700.00	\$3,400.00	\$976.90	\$1,953.80	\$1,200.00	\$2,400.00
P.10	Relocate Existing Fire Hydrant	1	EA.	\$3,500.00	\$3,500.00	\$1,758.42	\$1,758.42	\$3,500.00	\$3,500.00
P.11	Relocate Existing Water Meters	1	EA.	\$1,100.00	\$1,100.00	\$488.45	\$488.45	\$1,000.00	\$1,000.00
P.12	Remove and Replace Existing Fence	1	L.S.	\$2,500.00	\$2,500.00	\$3,174.92	\$3,174.92	\$2,000.00	\$2,000.00
P.13	Remove and Replace Existing Signs	4	EA.	\$500.00	\$2,000.00	\$244.22	\$976.88	\$400.00	\$1,600.00
P.14	24" White (Solid) Reflective Pavement Markings	93	L.F.	\$17.32	\$1,610.76	\$13.68	\$1,272.24	\$10.00	\$930.00
P.15	12" White (Solid) Reflective Pavement Markings	559	L.F.	\$8.85	\$4,947.15	\$8.79	\$4,913.61	\$5.00	\$2,795.00
P.16	Hydromulch	682	S.Y.	\$2.00	\$1,364.00	\$5.53	\$3,771.46	\$3.00	\$2,046.00
P.17	TDA Project Sign - Temporary	1	L.S.	\$1,000.00	\$1,000.00	\$3,809.90	\$3,809.90	\$2,500.00	\$2,500.00
P.18	TDA Project Sign - Permanent	1	L.S.	\$2,500.00	\$2,500.00	\$439.60	\$439.60	\$3,000.00	\$3,000.00
P.19	SWPPP	1	L.S.	\$3,800.00	\$3,800.00	\$4,493.73	\$4,493.73	\$7,500.00	\$7,500.00
	TOTAL BASE BID				\$106,372.91		\$111,571.63		\$117,981.00
ADDITIVE ALTERNATE BID ITEMS									
P.AA.1	5" Thick Concrete Sidewalk	156	S.Y.	\$75.00	\$11,700.00	\$101.59	\$15,848.04	\$90.00	\$14,040.00
P.AA.2	Relocate Existing Wheel Stops	4	EA.	\$50.00	\$200.00	\$117.23	\$468.92	\$100.00	\$400.00
P.AA.3	Hydromulch	138	S.Y.	\$2.50	\$345.00	\$5.65	\$779.70	\$3.00	\$414.00
	TOTAL ADDITIVE ALTERNATE				\$12,245.00		\$17,096.66		\$14,854.00
TOTAL BASE BID PLUS ADDITIVE ALTERNATES					\$118,617.91		\$128,668.29		\$132,835.00

CITY OF ELGIN
2016 Sidewalk Improvements
Bid Tabulation
April 19, 2016 - 11:30 AM



				Muniz Concrete and Contracting 3523 Gonzales St. Austin, TX 78702		TCB Construction P.O. Box 81642 Austin, TX 78708		Boretex 22608 HWY 71 W. Spicewood, TX 78669		Casto Lopez Concrete 6920 Bethune Ave Austin, TX 78752	
Item	Item Description	Qty.	Unit	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
BASE BID PROPOSAL											
P.1	Remove and dispose of unclassified material	150	S.Y.	\$32.00	\$4,800.00	\$95.88	\$14,382.00	\$54.65	\$8,197.50	\$135.00	\$20,250.00
P.2	Concrete Curb and Gutter	115	L.F.	\$42.25	\$4,858.75	\$43.21	\$4,969.15	\$30.00	\$3,450.00	\$40.21	\$4,624.15
P.3	Saw-toothed Concrete Curb and Gutter	29	L.F.	\$32.25	\$935.25	\$59.60	\$1,728.40	\$53.80	\$1,560.20	\$91.87	\$2,664.23
P.4	5" Thick Concrete Sidewalk	417	S.Y.	\$81.46	\$33,968.82	\$70.40	\$29,356.80	\$166.50	\$69,430.50	\$91.55	\$38,176.35
P.5	5" Thick Concrete	93	S.Y.	\$73.25	\$6,812.25	\$70.40	\$6,547.20	\$148.50	\$13,810.50	\$93.89	\$8,731.77
P.6	Sidewalk Drain	1	L.S.	\$2,200.00	\$2,200.00	\$3,725.00	\$3,725.00	\$1,200.00	\$1,200.00	\$3,800.03	\$3,800.03
P.7	TxDOT Type 5 Blended Transition	2	EA.	\$1,723.25	\$3,446.50	\$1,788.00	\$3,576.00	\$900.00	\$1,800.00	\$1,630.88	\$3,261.76
P.8	TxDOT Type 7 Directional Curb Ramp	16	EA.	\$1,938.25	\$31,012.00	\$1,937.00	\$30,992.00	\$1,050.00	\$16,800.00	\$1,466.91	\$23,470.56
P.9	TxDOT Type 10 Directional Curb Ramp	2	EA.	\$2,692.25	\$5,384.50	\$2,235.00	\$4,470.00	\$1,800.00	\$3,600.00	\$1,739.18	\$3,478.36
P.10	Relocate Existing Fire Hydrant	1	EA.	\$4,210.00	\$4,210.00	\$8,195.00	\$8,195.00	\$3,000.00	\$3,000.00	\$2,288.03	\$2,288.03
P.11	Relocate Existing Water Meters	1	EA.	\$1,450.00	\$1,450.00	\$3,874.00	\$3,874.00	\$900.00	\$900.00	\$1,522.02	\$1,522.02
P.12	Remove and Replace Existing Fence	1	L.S.	\$3,358.92	\$3,358.92	\$2,682.00	\$2,682.00	\$2,250.00	\$2,250.00	\$3,820.07	\$3,820.07
P.13	Remove and Replace Existing Signs	4	EA.	\$292.15	\$1,168.60	\$521.50	\$2,086.00	\$725.00	\$2,900.00	\$2,171.42	\$8,685.68
P.14	24" White (Solid) Reflective Pavement Markings	93	L.F.	\$14.85	\$1,381.05	\$11.18	\$1,039.74	\$6.50	\$604.50	\$15.12	\$1,406.16
P.15	12" White (Solid) Reflective Pavement Markings	559	L.F.	\$7.18	\$4,013.62	\$7.45	\$4,164.55	\$2.50	\$1,397.50	\$10.63	\$5,942.17
P.16	Hydromulch	682	S.Y.	\$0.86	\$586.52	\$11.18	\$7,624.76	\$3.50	\$2,387.00	\$6.65	\$4,535.30
P.17	TDA Project Sign - Temporary	1	L.S.	\$600.00	\$600.00	\$1,117.50	\$1,117.50	\$1,500.00	\$1,500.00	\$3,825.74	\$3,825.74
P.18	TDA Project Sign - Permanent	1	L.S.	\$600.00	\$600.00	\$1,862.50	\$1,862.50	\$1,550.00	\$1,550.00	\$3,790.02	\$3,790.02
P.19	SWPPP	1	L.S.	\$9,951.00	\$9,951.00	\$8,195.00	\$8,195.00	\$4,500.00	\$4,500.00	\$7,305.42	\$7,305.42
TOTAL BASE BID					\$120,737.78		\$140,587.60		\$140,837.70		\$151,577.82
ADDITIVE ALTERNATE BID ITEMS											
P.AA.1	5" Thick Concrete Sidewalk	156	S.Y.	\$84.97	\$13,255.32	\$70.40	\$10,982.40	\$166.50	\$25,974.00	\$91.55	\$14,281.80
P.AA.2	Relocate Existing Wheel Stops	4	EA.	\$100.00	\$400.00	\$141.55	\$566.20	\$50.00	\$200.00	\$500.00	\$2,000.00
P.AA.3	Hydromulch	138	S.Y.	\$4.18	\$576.84	\$11.18	\$1,542.84	\$10.50	\$1,449.00	\$6.65	\$917.70
TOTAL ADDITIVE ALTERNATE					\$14,232.16		\$13,091.44		\$27,623.00		\$17,199.50
TOTAL BASE BID PLUS ADDITIVE ALTERNATES					\$134,969.94		\$153,679.04		\$168,460.70		\$168,777.32

CITY OF ELGIN
2016 Sidewalk Improvements
Bid Tabulation
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				Lanat Enterprises 305 Silo St. San Marcos, TX 78666		Smith Contracting Company 15308 Ginger St. Austin, TX 78728		Patin Construction 3800 W. 2nd St. Taylor, TX 76574		M&C Fonseca Construction Co. 1901 Prarie Creek Rd. Granite Shoals, TX 78654	
Item	Item Description	Qty.	Unit	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
BASE BID PROPOSAL											
P.1	Remove and dispose of unclassified material	150	S.Y.	\$55.00	\$8,250.00	\$100.00	\$15,000.00	\$100.00	\$15,000.00	\$350.00	\$52,500.00
P.2	Concrete Curb and Gutter	115	L.F.	\$25.00	\$2,875.00	\$60.00	\$6,900.00	\$90.00	\$10,350.00	\$45.00	\$5,175.00
P.3	Saw-toothed Concrete Curb and Gutter	29	L.F.	\$45.00	\$1,305.00	\$130.00	\$3,770.00	\$100.00	\$2,900.00	\$30.00	\$870.00
P.4	5" Thick Concrete Sidewalk	417	S.Y.	\$95.00	\$39,615.00	\$72.00	\$30,024.00	\$170.00	\$70,890.00	\$67.50	\$28,147.50
P.5	5" Thick Concrete	93	S.Y.	\$95.00	\$8,835.00	\$125.00	\$11,625.00	\$200.00	\$18,600.00	\$135.00	\$12,555.00
P.6	Sidewalk Drain	1	L.S.	\$1,500.00	\$1,500.00	\$9,000.00	\$9,000.00	\$5,000.00	\$5,000.00	\$2,000.00	\$2,000.00
P.7	TxDOT Type 5 Blended Transition	2	EA.	\$2,950.00	\$5,900.00	\$3,000.00	\$6,000.00	\$3,000.00	\$6,000.00	\$4,200.00	\$8,400.00
P.8	TxDOT Type 7 Directional Curb Ramp	16	EA.	\$2,500.00	\$40,000.00	\$2,700.00	\$43,200.00	\$3,000.00	\$48,000.00	\$3,500.00	\$56,000.00
P.9	TxDOT Type 10 Directional Curb Ramp	2	EA.	\$3,500.00	\$7,000.00	\$3,200.00	\$6,400.00	\$3,000.00	\$6,000.00	\$3,500.00	\$7,000.00
P.10	Relocate Existing Fire Hydrant	1	EA.	\$12,500.00	\$12,500.00	\$3,300.00	\$3,300.00	\$7,500.00	\$7,500.00	\$2,800.00	\$2,800.00
P.11	Relocate Existing Water Meters	1	EA.	\$4,500.00	\$4,500.00	\$1,200.00	\$1,200.00	\$2,500.00	\$2,500.00	\$600.00	\$600.00
P.12	Remove and Replace Existing Fence	1	L.S.	\$2,500.00	\$2,500.00	\$4,600.00	\$4,600.00	\$1,600.00	\$1,600.00	\$7,000.00	\$7,000.00
P.13	Remove and Replace Existing Signs	4	EA.	\$750.00	\$3,000.00	\$420.00	\$1,680.00	\$300.00	\$1,200.00	\$800.00	\$3,200.00
P.14	24" White (Solid) Reflective Pavement Markings	93	L.F.	\$13.00	\$1,209.00	\$15.00	\$1,395.00	\$4.70	\$437.10	\$60.00	\$5,580.00
P.15	12" White (Solid) Reflective Pavement Markings	559	L.F.	\$7.00	\$3,913.00	\$8.00	\$4,472.00	\$7.80	\$4,360.20	\$48.00	\$26,832.00
P.16	Hydromulch	682	S.Y.	\$4.00	\$2,728.00	\$4.00	\$2,728.00	\$1.00	\$682.00	\$3.50	\$2,387.00
P.17	TDA Project Sign - Temporary	1	L.S.	\$1,150.00	\$1,150.00	\$770.00	\$770.00	\$500.00	\$500.00	\$800.00	\$800.00
P.18	TDA Project Sign - Permanent	1	L.S.	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$4,800.00	\$4,800.00
P.19	SWPPP	1	L.S.	\$5,500.00	\$5,500.00	\$5,700.00	\$5,700.00	\$5,000.00	\$5,000.00	\$2,200.00	\$2,200.00
TOTAL BASE BID					\$153,780.00		\$159,264.00		\$208,019.30		\$228,846.50
ADDITIVE ALTERNATE BID ITEMS											
P.AA.1	5" Thick Concrete Sidewalk	156	S.Y.	\$95.00	\$14,820.00	\$72.00	\$11,232.00	\$160.00	\$24,960.00	\$135.00	\$21,060.00
P.AA.2	Relocate Existing Wheel Stops	4	EA.	\$150.00	\$600.00	\$300.00	\$1,200.00	\$250.00	\$1,000.00	\$500.00	\$2,000.00
P.AA.3	Hydromulch	138	S.Y.	\$12.00	\$1,656.00	\$4.00	\$552.00	\$1.00	\$138.00	\$3.50	\$483.00
TOTAL ADDITIVE ALTERNATE					\$17,076.00		\$12,984.00		\$26,098.00		\$23,543.00
TOTAL BASE BID PLUS ADDITIVE ALTERNATES					\$170,856.00		\$172,248.00		\$234,117.30		\$252,389.50