



AGENDA
ELGIN CITY COUNCIL
REGULAR MEETING
TUESDAY, OCTOBER 10, 2023
ELGIN PUBLIC LIBRARY ANNEX COUNCIL CHAMBERS
404 NORTH MAIN STREET
6:30 PM

Members of the public may watch the meeting at:

https://www.youtube.com/channel/UC3OGBV_loV0Nr3AqM1jTzA

I. CALL TO ORDER

II. ROLL CALL

III. INVOCATION

IV. PLEDGE OF ALLEGIANCE

V. PUBLIC COMMENT

The "PUBLIC COMMENT" item posted on the agenda is reserved for members of the public who would like to address the City Council regarding posted agenda items or non-agenda items. Individuals requesting to speak or address the City Council during the meeting shall do so under the "PUBLIC COMMENT" agenda item. Speakers shall 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. **As of May 1, 2022, all such public comments will be done IN PERSON. You may email public comments and they will be distributed to each of the Council Members but not read out loud.**

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 a "PUBLIC COMMENT FORM".

Speakers must address their comments to the Mayor or Presiding Officer rather than to an individual Council Member or Staff Member. All speakers must limit their comments to the specific subject matter noted on the "PUBLIC COMMENT FORM" and refrain from any personal attacks or derogatory comments directed at any Council Member, Staff Member, other individual, or group.

VI. PRESENTATION

1. A PROCLAMATION RECOGNIZING OCTOBER 26-28 AS HOGUEY FESTIVAL WEEKEND

Documents:

[PROCLAMATION HOGUEY 2023.PDF](#)

VII. CITY MANAGERS REPORT

1. Presentation Of The Annual Audit Report For The Period Ending September 30, 2022, By BrooksWatson & Co.

Documents:

[EX SUMMARY.PDF](#)

2. General Activity Report And/Or Project Update

Documents:

[EXSUMMARY - GENERAL ACTIVITY REPORT.PDF](#)

VIII. CONSENT AGENDA

The Consent Agenda includes non-controversial and routine items that are considered to be self-explanatory by the City Council and will be enacted with one motion, one second, and one vote. Any member of the City Council may pull any item from the Consent Agenda in order that the City Council discuss and act upon it individually as a part of the Regular Agenda.

1. A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE CITY MANAGER TO APPROVE PROFESSIONAL SERVICES FEES WITH BAIRD/WILLIAMS CONSTRUCTION, LTD RELATED TO THE ELGIN POLICE DEPARTMENT STATION PROJECT; AND MAKING CERTAIN FINDINGS RELATED THERETO.

Documents:

[EXSUMMARY - AUTH EPD BWC.PDF](#)
[EPD STATION RESOLUTION-BWC.PDF](#)
[COELGIN - POLICE STATION - BP1 - PAY APPLICATION 05_SIGNED FGMA \(1\).PDF](#)
[COELGIN - POLICE STATION - BP2 - PAY APPLICATION 03_SIGNED FGMA \(2\).PDF](#)

2. A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE CITY MANAGER TO APPROVE PROFESSIONAL SERVICES FEES WITH FGM ARCHITECTS INC. RELATED TO THE ELGIN POLICE DEPARTMENT STATION PROJECT; AND MAKING CERTAIN FINDINGS RELATED THERETO.

Documents:

[EXSUMMARY - AUTH EPD FGMA.PDF](#)
[EPD STATION RES-FGMA.PDF](#)
[INVOICE 15- CITY OF ELGIN NEW POLICE STATION \(2\).PDF](#)
[INVOICE 16 - CITY OF ELGIN NEW POLICE STATION \(1\).PDF](#)

3. A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE CHANGE ORDER NUMBER 5, FOR THE COUNTY LINE

ROAD WIDENING PROJECT; AND MAKING CERTAIN FINDINGS RELATED THERETO.

Documents:

[EXSUMMARYCLRCO5.PDF](#)
[RESCLR CO5.PDF](#)
[CHANGEORDER5.PDF](#)

4. City Council Regular Meeting Minutes - September 19, 2023

Documents:

[EX SUMMARY- SEPTEMBER 19, 2023 REGULAR MEETING MINUTES.PDF](#)
[9-19-2023 CITY COUNCIL REGULAR MEETING MINUTES.PDF](#)

IX. NEW BUSINESS

1. A RESOLUTION OF THE CITY OF ELGIN, TEXAS, NOMINATING PERSONS FOR THE BASTROP CENTRAL APPRAISAL DISTRICT BOARD OF DIRECTORS; MAKING FINDINGS OF FACT; AND PROVIDING FOR RELATED MATTERS

Documents:

[EXSUMMARY - BCAD BOARD NOMINATIONS.PDF](#)
[RESBCADBOARDNOM923.PDF](#)
[BCAD24 ALLOCATION OF VOTES.PDF](#)

2. A RESOLUTION OF THE CITY OF ELGIN, TEXAS, NOMINATING PERSONS FOR THE TRAVIS CENTRAL APPRAISAL DISTRICT BOARD OF DIRECTORS; MAKING FINDINGS OF FACT; AND PROVIDING FOR RELATED MATTERS

Documents:

[EXSUMMARY - TCAD BOARD NOMINATIONS.PDF](#)
[RESTCADBOARDNOM923.PDF](#)
[TCAD ELECTION LETTER 9.20.2023.PDF](#)

X. 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.

XI. RECONVENE

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

XII. ANNOUNCEMENTS

XIII. ADJOURMENT

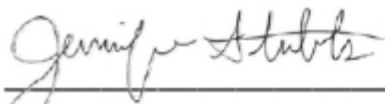
The City Council may retire to executive session any time between the meeting's opening and adjournment for the purpose of consultation with legal counsel pursuant to Chapter 551.071 of the Texas Government Code; discussion of personnel matters pursuant to Chapter 551.074 of the Texas Government Code; deliberation regarding real property pursuant to Chapter 551.072 of the Texas Government Code; deliberation regarding economic development negotiations pursuant to Chapter 551.087 of the Texas

economic development negotiations pursuant to Chapter 551.067 of the Texas Government Code; and/or deliberation regarding the deployment, or specific occasions for implementation of security personnel or devices pursuant to Chapter 551.076 of the Texas Government Code. Action, if any, will be taken in open session.

Attendance By Other Elected or Appointed Officials: It is anticipated that members of other city board, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the other city boards, commissions and/or committees. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of the other boards, commissions and/or committees of the City, whose members may be in attendance. The members of the boards, commissions and/or committees may participate in discussions on the same items listed on the agenda, which occur at the meeting, but no action will be taken by such in attendance unless such item and action is specifically provided for on an agenda for that board, commission or committee subject to the Texas Open Meetings Act.

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)229-3222. Please provide forty-eight hours notice when feasible.

I, Jennifer Stubbs, 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 Monday, October 2, 2023, in accordance with Chapter 551 of the Texas Government Code.

A handwritten signature in cursive script, reading "Jennifer Stubbs", written in black ink.

Jennifer Stubbs, City Secretary

A PROCLAMATION RECOGNIZING OCTOBER 26-28 AS HOG EYE FESTIVAL WEEKEND

WHEREAS, the Annual Hogeye Festival was named for a small hamlet and stage stop called Hogeye which disappeared after the railroad came and Elgin was formed in 1872; and

WHEREAS, the hog theme is the centerpiece of this downtown community celebration; and

WHEREAS, Elgin has been recognized as a Nationally Accredited Main Street Community every year since 1999; and

WHEREAS, the State Legislature has declared Elgin the Sausage Capital of Texas for its prodigious supply of outstanding sausage – over 3 million pounds annually; and

WHEREAS, this is the 36th year for Elgin to host The Best Little Pig Gig in Texas; and

WHEREAS, more than 25,000 people join in this celebration of "A Time for Warm Hearts and Hot Guts" from across the Great State of Texas and beyond; and

WHEREAS, community hogunteers, business sponsors, the Elgin Main Street Board, and the City of Elgin produce this hometown celebration including the Hogeye Stroll on Thursday, October 26th with the Hogalicious Dessert Contest, Pearls and Before Swine Art Show; and on Friday, October 27 the Free Street Dance with Kenny Orts and No Chance; and on Saturday, October 28 the Gordon Swenson Memorial BBQ Pork Cook-off, Cow Patty Bingo, live music, Lindsay Kay Wing Memorial Children's Costume Pet Parade, handmade arts and crafts, Road Hog Car Show, activities for children, Old Iron Farm Equipment Exhibit, In a Pigs Eye Corn Hole Contest and many more fun activities;

NOW, THEREFORE, I, MAYOR THERESA Y. MCSHAN, Mayor of the City of Elgin, hereby declare October 26-28 Hogeye Festival weekend and encourage all citizens to share and enjoy this community celebration.

IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the Great Seal of the City of Elgin on this 10th day of October 2023.

Theresa Y. McShan, Mayor
City of Elgin, Texas



Elgin City Council Meeting Agenda Item Executive Summary

ITEM: Presentation of the Annual Audit Report for the period ending September 30, 2022, by Brooks Watson & Co.

DEPARTMENT: Finance

PROPOSED ACTION: This item is for formal presentation of the Annual Audit Report for the fiscal year ending September 30, 2022.

BACKGROUND: In compliance with State Law and the Elgin City Charter, the City's external auditor has reviewed and audited the financial statements of governmental activities, the business-type activities, the discretely presented component unit, each major fund and the aggregate remaining fund information of the City of Elgin as of and for the year ended September 30, 2022 and related notes to the financial statements, which collectively comprise the City's basic financial statements of said report. In the auditor's opinion, "the accompanying financial statements present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the discretely presented component unit, each major fund and the aggregate remaining fund information of the City of Elgin, Texas, as of September 30, 2022 and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America"

BUDGET/FINANCIAL IMPACT:

Funding for this item was ☐ included ☐ not included in the current-year budget ☒ N/A

Finance Approval:

Signature: Belen Pena Date: 9/29/23

RECOMMENDATION:

ATTACHMENTS:

- ☐ Staff will be making a detailed presentation on this agenda item at the meeting.
- ☒ Staff will provide brief comments and answer questions on this item at the meeting.
- ☐ This is a routine procedural item and no presentation is planned for the meeting.

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.



Elgin City Council Meeting Agenda Item Executive Summary

ITEM: General Activity Report and/or Project Update

DEPARTMENT: City Manager/Staff

PROPOSED ACTION:

No Council action proposed or requested; This item is to allow for general update and/or activities report relating to various on-going city projects or issues.

BACKGROUND:

This item is to provide opportunities for miscellaneous updates and comments by the staff; and general Q&A with the City Council relative to on-going projects and/or issues.

BUDGET/FINANCIAL IMPACT:

Funding for this item was { } included { } not included in the current-year budget {X}
N/A

RECOMMENDATION:

N/A

ATTACHMENTS:

None.

{ } Staff will be making a detailed presentation on this agenda item at the meeting.

{X} Staff will provide brief comments and answer questions on this item at the meeting.

{ } This is a routine procedural item and no presentation is planned for the meeting.

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience



Elgin City Council Meeting Agenda Item Executive Summary

ITEM: A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE CITY MANAGER TO APPROVE PROFESSIONAL SERVICES FEES WITH BAIRD/WILLIAMS CONSTRUCTION, LTD RELATED TO THE ELGIN POLICE DEPARTMENT STATION PROJECT; AND MAKING CERTAIN FINDINGS RELATED THERETO.

DEPARTMENT: City Manager/EPD

PROPOSED ACTION: Approval of The City Manager to execute a dollar amount of \$197,977.15 for Bid Package 1, Payment Application #5, and a dollar amount of \$62,928.00 for Bid Package #2 Payment Application #3 for professional services fees associated with the City of Elgin Police Department Station Project.

BACKGROUND:

Last year, the City Council approved the issuance the 2021A Certificates of Obligation (CO) in the total amount of approximately \$12.5M to provide funding for a wide range of capital improvement projects, including funding to construct a new City of Elgin Police Department (EPD) Station.

Previously, the City Council, upon recommendation of the EPD Station Building Committee, authorized utilization of the “Construction Manager at Risk” (“CMAR”) delivery process for the project and the engagement of Baird/Williams Ltd. to provide construction services as part of the CMAR team.

BUDGET/FINANCIAL IMPACT:

Funding for this item was { } included {X} not included in the current-year budget { } N/A

RECOMMENDATION:

Adopt and approve a Resolution authorizing the City Manager to remit payment for professional services fees associated with the City of Elgin Police Station Project.

ATTACHMENTS: (1) Resolution (2) Invoices

{ } Staff will be making a detailed presentation on this agenda item at the meeting.

{ } Staff will provide brief comments and answer questions on this item at the meeting.

{X} This is a routine procedural item, and no presentation is planned for the meeting.

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY OF ELGIN, TEXAS,
AUTHORIZING THE CITY MANAGER TO APPROVE
PROFESSIONAL SERVICES FEES WITH
BAIRD/WILLIAMS CONSTRUCTION, LTD RELATED
TO THE ELGIN POLICE DEPARTMENT STATION
PROJECT; AND MAKING CERTAIN FINDINGS
RELATED THERETO.**

WHEREAS, the Elgin City Council approved the issuance the 2021A Certificates of Obligation to provide funding for a wide range of capital improvement projects, including a new City of Elgin Police Department (EPD) Station (“Project”); and,

WHEREAS, the City Council, upon recommendation of the EPD Station Building Committee, has previously authorized utilization of the “Construction Manager at Risk” (“CMAR”) delivery process for the Project and the engagement of Baird/Williams Construction, Ltd to provide constructions services as part of the CMAR team, and;

WHEREAS, Baird/Williams Constructions, Ltd have submitted invoices to the city for professional services charges related to the Elgin Police Department Station Project.

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

Section 1. Findings. The following recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes as findings of fact.

Section 2. Authorization. The City Manager is hereby authorized to execute a dollar amount of \$197,977.15 for Bid Package 1, Payment Application #5, and a dollar amount of \$62,928.00 for Bid Package #2 Payment Application #3 for professional services fees associated with the City of Elgin Police Department Station Project.

Section 3. 2021A Certificates of Obligation Funding. The City Council does also hereby expressly approve the utilization of proceeds from the 2021A Certificates of Obligation debt issuance in support of the project that is the subject matter of this Resolution; and does further acknowledge that an amendment to the *FY23-24 City of Elgin Annual Operating Budget* may be required at a future date to formally appropriate funds for this item.

Section 4. Open Meetings. The City Council hereby finds and declares that written notice of the date, hour, place, and subject of the meeting at which this Resolution was adopted was posted and that such meeting was open to the public as required by law at all times during which this Resolution and the subject matter hereof were discussed, considered, and formally acted upon, all as required by the Open Meetings Act, Chapter 551, Texas Government Code, as amended.

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

PASSED AND ADOPTED this 10th day of October 2023

THERESA Y. MCSHAN, Mayor
City of Elgin, Texas

ATTEST:

JENNIFER STUBBS, City Secretary

FGMARCHITECTS

September 11, 2023

Thomas L. Mattis
City Manager
310 North Main Street
P.O. Box 591
Elgin, Texas 78621

**Subject: Payment Application #5 – Bid Package #1
City of Elgin - New Police Station**

Dear Mr. Mattis,

Our office has reviewed the above-referenced payment application, submitted by Baird/Williams Construction. To the best of our knowledge, the Work has progressed as indicated and we recommend payment for the invoiced amount of \$197,977.15

Please feel free to contact me if you need any further information.

Sincerely,



Jaime Palomo, AIA | Principal
jaimepalomo@fgmarchitects.com

cc: Bob Galloway, AIA – FGM Architects
Beau Perry, PE – TRC
Derek Marshall – Baird/Williams Construction

Enclosure(s): Payment Application #5 – Bid Package #1

TO OWNER: The City of Elgin, Texas
310 North Main Street
Elgin, Texas 78621

PROJECT: New Police Station - BP1
(Bid Package 1)

APPLICATION NO: Five (5)
APPLICATION DATE: September 1, 2023

Distribution to:

☒	OWNER
☒	ARCHITECT
☒	CONTRACTOR
☐	
☐	

FROM CONTRACTOR: Baird/Williams Construction, Ltd
P.O. Box 917
Temple, Texas 76503

ARCHITECT: FGM Architects, Inc.
3711 South Mopac, BLDG 2, Suite 150
Austin, Texas 78746

PERIOD FROM: August 1, 2023
PERIOD TO: August 31, 2023

PROJECT NO: 599

CONTRACT FOR: General Construction

CONTRACT DATE: February 21, 2023

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.
Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM	\$	\$1,601,275.00
2. Net change by Change Orders	\$	- \$327,837.00
3. CONTRACT SUM TO DATE (Line 1 ± 2)	\$	\$1,273,438.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$	\$664,809.00
5. RETAINAGE:		
a. 5% of Completed Work	\$	33,240.45
(Column D + E on G703)		
b. 5% of Stored Material	\$	0.00
(Column F on G703)		
Total Retainage (Lines 5a + 5b or Total in Column I of G703)	\$	\$33,240.45
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)	\$	\$631,568.55
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$	\$433,591.40
8. CURRENT PAYMENT DUE	\$	\$197,977.15
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)		\$641,869.45

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$0.00	\$0.00
Total approved this Month	\$0.00	\$327,837.00
TOTALS	\$0.00	\$327,837.00
NET CHANGES by Change Order	(\$327,837.00)	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: BAIRD/WILLIAMS CONSTRUCTION, LTD

By: _____ Date: September 1, 2023

State of Texas County of Bell
Subscribed and sworn to before me this 1st day of September, 2023.

Notary Public: *Becky Driver*



Architect's & Owner Representative's CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect and/or Owner Representative certifies to the Owner that to the best of the Architect's and/or Owner Representative's knowledge, information, and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT ~~CERTIFIED~~ REVIEWED. \$ \$197,977.15

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)
ARCHITECT: FGM ARCHITECTS, INC.

By:/Date: _____ 09/11/2023

OWNER: THE CITY OF ELGIN, TEXAS

By:/Date: _____

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CONTINUATION SHEET

AIA DOCUMENT G703

PAGE 2 OF 3

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing Contractor's signed certification is attached.
In tabulations below, amounts are stated to the nearest dollar.
Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: Five (5)
APPLICATION DATE: 09/01/23
PERIOD FROM: 08/01/23
PERIOD TO: 08/31/23

ITEM NO.	A DESCRIPTION OF WORK	B SCHEDULED VALUES Totals	C WORK COMPLETED		E Materials Presently Stored	F TOTAL COMP & STORED TO DATE	G % (F ÷ B)	H BALANCE TO FINISH	I RETAINAGE 5.00%
			PREVIOUS APPLICATION	THIS PERIOD					
100	Earthwork								
101	Mobilization	\$15,000.00	\$15,000.00	\$0.00		\$15,000.00	100%	\$0.00	\$750.00
102	Site Demolition / Stripping	\$10,000.00	\$10,000.00	\$0.00		\$10,000.00	100%	\$0.00	\$500.00
103	Mass Excavation	\$38,000.00	\$34,200.00	\$0.00		\$34,200.00	90%	\$3,800.00	\$1,710.00
104	Building Pad	\$30,000.00	\$27,000.00	\$0.00		\$27,000.00	90%	\$3,000.00	\$1,350.00
200	Site Specialties	\$5,550.00	\$0.00	\$0.00		\$0.00		\$5,550.00	\$0.00
300	Site Utilities								
301	Sewer - Labor	\$13,996.00	\$13,996.00	\$0.00		\$13,996.00	100%	\$0.00	\$699.80
302	Sewer - Equipment	\$8,806.00	\$8,806.00	\$0.00		\$8,806.00	100%	\$0.00	\$440.30
303	Sewer - Material	\$10,545.00	\$10,545.00	\$0.00		\$10,545.00	100%	\$0.00	\$527.25
304	Water - Labor	\$21,649.00	\$0.00	\$0.00		\$0.00		\$21,649.00	\$0.00
305	Water - Equipment	\$5,918.00	\$0.00	\$0.00		\$0.00		\$5,918.00	\$0.00
306	Water - Material	\$19,069.00	\$13,349.00	\$0.00		\$13,349.00	70%	\$5,720.00	\$667.45
400	Concrete								
401	Foundation	\$203,000.00	\$203,000.00	\$0.00		\$203,000.00	100%	\$0.00	\$10,150.00
402	Slab-on-Metal Deck	\$10,000.00	\$0.00	\$0.00		\$0.00		\$10,000.00	\$0.00
403	Concrete Paving	\$50,000.00	\$0.00	\$0.00		\$0.00		\$50,000.00	\$0.00
404	Sidewalks	\$13,000.00	\$0.00	\$0.00		\$0.00		\$13,000.00	\$0.00
405	Bollards - Installation	\$3,000.00	\$0.00	\$0.00		\$0.00		\$3,000.00	\$0.00
406	Transformer Pad	\$3,000.00	\$0.00	\$0.00		\$0.00		\$3,000.00	\$0.00
407	Dumpster Pad	\$3,000.00	\$0.00	\$0.00		\$0.00		\$3,000.00	\$0.00
408	Site Rebar	\$11,000.00	\$0.00	\$0.00		\$0.00		\$11,000.00	\$0.00
500	Masonry								
501	Structural Masonry - Material	\$75,190.00	\$15,790.00	\$51,050.00		\$66,840.00	89%	\$8,350.00	\$3,342.00
502	Structural Masonry - Labor	\$98,395.00	\$0.00	\$56,005.00		\$56,005.00	57%	\$42,390.00	\$2,800.25
503	Structural Masonry - Equipment	\$19,249.00	\$2,700.00	\$4,909.00		\$7,609.00	40%	\$11,640.00	\$380.45
600	Structural Steel - Fabrication								
601	Structural Steel - Building	\$226,750.00	\$22,675.00	\$48,525.00		\$71,200.00	31%	\$155,550.00	\$3,560.00
602	Structural Steel - Sally Port	\$17,000.00	\$6,800.00	\$200.00		\$7,000.00	41%	\$10,000.00	\$350.00
603	Structural Steel - Canopies	\$43,500.00	\$0.00	\$16,520.00		\$16,520.00	38%	\$26,980.00	\$826.00
700	Structural Steel - Erection	\$116,900.00	\$0.00	\$0.00		\$0.00		\$116,900.00	\$0.00
800	Metal Fabrications	\$5,000.00	\$0.00	\$0.00		\$0.00		\$5,000.00	\$0.00
900	SWPPP	\$2,000.00	\$2,000.00	\$0.00		\$2,000.00	100%	\$0.00	\$100.00

CONTINUATION SHEET

AIA DOCUMENT G703

PAGE 3 OF 3

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing Contractor's signed certification is attached.
In tabulations below, amounts are stated to the nearest dollar.
Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: Five (5)
APPLICATION DATE: 09/01/23
PERIOD FROM: 08/01/23
PERIOD TO: 08/31/23

	A	B	C	D	E	F	G	H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUES Totals	WORK COMPLETED		Materials Presently Stored	TOTAL COMP & STORED TO DATE	% (F ÷ B)	BALANCE TO FINISH	RETAINAGE 5.00%
			PREVIOUS APPLICATION	THIS PERIOD					
1000	General Requirements	\$38,499.00	\$13,860.00	\$6,160.00		\$20,020.00	52%	\$18,479.00	\$1,001.00
1100	*Quoted General Conditions	\$111,730.00	\$40,600.00	\$17,877.00		\$58,477.00	52%	\$53,253.00	\$2,923.85
1200	*Construction Fee	\$44,692.00	\$16,091.00	\$7,151.00		\$23,242.00	52%	\$21,450.00	\$1,162.10
		\$0.00	\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
	CHANGE ORDERS	\$0.00	\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
1300	Change Order #01	Included Above	\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
	GRAND TOTALS	\$1,273,438.00	\$456,412.00	\$208,397.00	\$0.00	\$664,809.00	52%	\$608,629.00	\$33,240.45

FGMARCHITECTS

September 11, 2023

Thomas L. Mattis
City Manager
310 North Main Street
P.O. Box 591
Elgin, Texas 78621

**Subject: Payment Application #3 – Bid Package #2
 City of Elgin - New Police Station**

Dear Mr. Mattis,

Our office has reviewed the above-referenced payment application, submitted by Baird/Williams Construction. To the best of our knowledge, the Work has progressed as indicated and we recommend payment for the invoiced amount of \$62,928.00

Please feel free to contact me if you need any further information.

Sincerely,



Jaime Palomo, AIA | Principal
jaimepalomo@fgmarchitects.com

cc: Bob Galloway, AIA – FGM Architects
 Beau Perry, PE – TRC
 Derek Marshall – Baird/Williams Construction

Enclosure(s): Payment Application #3 – Bid Package #2

TO OWNER: The City of Elgin, Texas
310 North Main Street
Elgin, Texas 78621

PROJECT: New Police Station - BP2
(Bid Package 2)

APPLICATION NO: Three (3)
APPLICATION DATE: September 1, 2023

Distribution to:

☒	OWNER
☒	ARCHITECT
☒	CONTRACTOR
☐	
☐	

FROM CONTRACTOR: Baird/Williams Construction, Ltd
P.O. Box 917
Temple, Texas 76503

ARCHITECT: FGM Architects, Inc.
3711 South Mopac, BLDG 2, Suite 150
Austin, Texas 78746

PERIOD FROM: July 1, 2023
PERIOD TO: August 31, 2023

PROJECT NO: 602

CONTRACT FOR: General Construction

CONTRACT DATE: March 31, 2023

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.
Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM	\$	\$4,349,760.00
2. Net change by Change Orders	\$	\$0.00
3. CONTRACT SUM TO DATE (Line 1 ± 2)	\$	\$4,349,760.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$	\$253,920.00
5. RETAINAGE:		
a. 5% of Completed Work	\$	12,514.20
(Column D + E on G703)		
b. 5% of Stored Material	\$	181.80
(Column F on G703)		
Total Retainage (Lines 5a + 5b or Total in Column I of G703)	\$	\$12,696.00
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)	\$	\$241,224.00
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$	\$178,296.00
8. CURRENT PAYMENT DUE	\$	\$62,928.00
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)		\$4,108,536.00

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$0.00	\$0.00
Total approved this Month	\$0.00	\$0.00
TOTALS	\$0.00	\$0.00
NET CHANGES by Change Order	\$0.00	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: BAIRD/WILLIAMS CONSTRUCTION, LTD

By: _____ Date: September 1, 2023

State of Texas County of Bell
Subscribed and sworn to before me this 1st day of September, 2023.

Notary Public: *Becky Driver*



Architect's & Owner Representative's CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect and/or Owner Representative certifies to the Owner that to the best of the Architect's and/or Owner Representative's knowledge, information, and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED REVIEWED \$ \$62,928.00

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)
ARCHITECT: FGM ARCHITECTS, INC.

By:/Date: _____ 09/11/2023

OWNER: THE CITY OF ELGIN, TEXAS

By:/Date: _____

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CONTINUATION SHEET

AIA DOCUMENT G703

PAGE 2 OF 5

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APPLICATION DATE: 09/01/23
PERIOD FROM: 07/01/23
PERIOD TO: 08/31/23

ITEM NO.	A DESCRIPTION OF WORK	B SCHEDULED VALUES Totals	C WORK COMPLETED		E Materials Presently Stored	F TOTAL COMP & STORED TO DATE	G % (F ÷ B)	H BALANCE TO FINISH	I RETAINAGE 5.00%
			PREVIOUS APPLICATION	THIS PERIOD					
100	Fences & Gates	\$65,109.00	\$0.00	\$0.00		\$0.00		\$65,109.00	\$0.00
200	Revegetation	\$10,000.00	\$0.00	\$0.00		\$0.00		\$10,000.00	\$0.00
300	Site Furnishings	\$3,900.00	\$0.00	\$0.00		\$0.00		\$3,900.00	\$0.00
400	Concrete	\$32,000.00	\$0.00	\$0.00		\$0.00		\$32,000.00	\$0.00
500	Concrete Finishing	\$12,958.00	\$0.00	\$0.00		\$0.00		\$12,958.00	\$0.00
600	Masonry	\$154,989.00	\$0.00	\$0.00		\$0.00		\$154,989.00	\$0.00
700	Metal Fabrications	\$10,350.00	\$0.00	\$0.00		\$0.00		\$10,350.00	\$0.00
800	Metal Stairs & Railings	\$38,000.00	\$0.00	\$0.00		\$0.00		\$38,000.00	\$0.00
900	Rough Carpentry	\$49,265.00	\$0.00	\$0.00		\$0.00		\$49,265.00	\$0.00
1000	Architectural Cabinets	\$117,102.00	\$0.00	\$0.00		\$0.00		\$117,102.00	\$0.00
1100	Plastic Paneling	\$22,000.00	\$0.00	\$0.00		\$0.00		\$22,000.00	\$0.00
1200	Thermal & Moisture Protection	\$118,077.00	\$0.00	\$0.00		\$0.00		\$118,077.00	\$0.00
1300	EIFS	\$72,380.00	\$0.00	\$0.00		\$0.00		\$72,380.00	\$0.00
1400	Roofing & Metal Panels	\$213,440.00	\$0.00	\$0.00		\$0.00		\$213,440.00	\$0.00
1500	Doors, Frames, & Hardware								
1501	HM Doors & Frames - Material	\$22,666.00	\$0.00	\$2,831.00		\$2,831.00	12%	\$19,835.00	\$141.55
1502	Wood Doors - Material	\$15,233.00	\$0.00	\$0.00		\$0.00		\$15,233.00	\$0.00
1503	Door Hardware - Material	\$80,948.00	\$0.00	\$0.00		\$0.00		\$80,948.00	\$0.00
1504	Installation	\$9,040.00	\$0.00	\$0.00		\$0.00		\$9,040.00	\$0.00
1600	Access Doors & Frames	\$4,750.00	\$0.00	\$0.00		\$0.00		\$4,750.00	\$0.00
1700	Aluminum-Framed Openings	\$147,450.00	\$0.00	\$0.00		\$0.00		\$147,450.00	\$0.00
1800	Gyp. Board Assemblies & Ceilings	\$415,831.00	\$0.00	\$0.00		\$0.00		\$415,831.00	\$0.00
1900	Ceramic Tiling	\$31,395.00	\$0.00	\$0.00		\$0.00		\$31,395.00	\$0.00
2000	Flooring & Accessories								
2001	Carpeting	\$26,885.00	\$0.00	\$0.00	\$1,777.00	\$1,777.00	7%	\$25,108.00	\$88.85
2002	Vinyl Tile	\$3,430.00	\$0.00	\$0.00	\$1,859.00	\$1,859.00	54%	\$1,571.00	\$92.95
2003	Rubber Tile	\$3,775.00	\$0.00	\$0.00		\$0.00		\$3,775.00	\$0.00
2004	Stair Nosings	\$1,000.00	\$0.00	\$0.00		\$0.00		\$1,000.00	\$0.00
2005	Rubber Base	\$4,490.00	\$0.00	\$0.00		\$0.00		\$4,490.00	\$0.00
2006	Transitions	\$1,300.00	\$0.00	\$0.00		\$0.00		\$1,300.00	\$0.00
2007	Adhesives	\$1,470.00	\$0.00	\$0.00		\$0.00		\$1,470.00	\$0.00
2100	Floor Preparation	\$5,500.00	\$0.00	\$0.00		\$0.00		\$5,500.00	\$0.00
2200	Epoxy Resinous Flooring	\$20,840.00	\$0.00	\$0.00		\$0.00		\$20,840.00	\$0.00

CONTINUATION SHEET

AIA DOCUMENT G703

PAGE 3 OF 5

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APPLICATION NO: Three (3)
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PERIOD FROM: 07/01/23
PERIOD TO: 08/31/23

ITEM NO.	A DESCRIPTION OF WORK	B SCHEDULED VALUES Totals	C WORK COMPLETED		E Materials Presently Stored	F TOTAL COMP & STORED TO DATE	G % (F ÷ B)	H BALANCE TO FINISH	I RETAINAGE 5.00%
			PREVIOUS APPLICATION	THIS PERIOD					
2300	Wall Coverings	\$25,000.00	\$0.00	\$0.00		\$0.00		\$25,000.00	\$0.00
2400	Painting	\$111,400.00	\$0.00	\$0.00		\$0.00		\$111,400.00	\$0.00
2500	Specialties	\$37,705.00	\$0.00	\$0.00		\$0.00		\$37,705.00	\$0.00
2600	Building Signage	\$19,625.00	\$0.00	\$0.00		\$0.00		\$19,625.00	\$0.00
2700	Metal Lockers	\$26,604.00	\$0.00	\$0.00		\$0.00		\$26,604.00	\$0.00
2800	Equipment	\$79,507.00	\$0.00	\$0.00		\$0.00		\$79,507.00	\$0.00
2900	Window Treatments	\$7,125.00	\$0.00	\$0.00		\$0.00		\$7,125.00	\$0.00
3000	Countertops	\$43,250.00	\$0.00	\$0.00		\$0.00		\$43,250.00	\$0.00
3100	Elevator	\$47,117.00	\$0.00	\$0.00		\$0.00		\$47,117.00	\$0.00
3101	Deposit - 50%	\$47,117.00	\$47,117.00	\$0.00		\$47,117.00	100%	\$0.00	\$2,355.85
3200	Fire Suppression System	\$67,833.00	\$0.00	\$0.00		\$0.00		\$67,833.00	\$0.00
3300	Plumbing								
3301	Rough-In - Labor	\$48,019.00	\$48,019.00	\$0.00		\$48,019.00	100%	\$0.00	\$2,400.95
3302	Rough-In - Material	\$32,358.00	\$32,358.00	\$0.00		\$32,358.00	100%	\$0.00	\$1,617.90
3303	Condensate - Labor	\$10,000.00	\$0.00	\$0.00		\$0.00		\$10,000.00	\$0.00
3304	Condensate - Material	\$15,000.00	\$0.00	\$0.00		\$0.00		\$15,000.00	\$0.00
3305	Gas Piping - Material	\$5,000.00	\$0.00	\$0.00		\$0.00		\$5,000.00	\$0.00
3306	Gas Piping - Labor	\$6,703.00	\$0.00	\$0.00		\$0.00		\$6,703.00	\$0.00
3307	Insulation	\$27,500.00	\$0.00	\$0.00		\$0.00		\$27,500.00	\$0.00
3308	Top Out - Labor	\$36,433.00	\$0.00	\$0.00		\$0.00		\$36,433.00	\$0.00
3309	Top Out - Material	\$54,144.00	\$0.00	\$0.00		\$0.00		\$54,144.00	\$0.00
3310	Set Out - Labor	\$23,169.00	\$0.00	\$0.00		\$0.00		\$23,169.00	\$0.00
3311	Set Out - Material	\$53,944.00	\$0.00	\$0.00		\$0.00		\$53,944.00	\$0.00
3400	HVAC								
3401	Mobilization	\$5,210.00	\$0.00	\$5,210.00		\$5,210.00	100%	\$0.00	\$260.50
3402	Administration	\$14,581.00	\$0.00	\$387.00		\$387.00	3%	\$14,194.00	\$19.35
3403	RTUs - Equipment	\$100,437.00	\$0.00	\$0.00		\$0.00		\$100,437.00	\$0.00
3404	RTUs - Material	\$306.00	\$0.00	\$0.00		\$0.00		\$306.00	\$0.00
3405	RTUs - Labor	\$3,549.00	\$0.00	\$0.00		\$0.00		\$3,549.00	\$0.00
3406	MAUs - Equipment	\$87,949.00	\$0.00	\$0.00		\$0.00		\$87,949.00	\$0.00
3407	MAUs - Material	\$44.00	\$0.00	\$0.00		\$0.00		\$44.00	\$0.00
3408	MAUs - Labor	\$797.00	\$0.00	\$0.00		\$0.00		\$797.00	\$0.00
3409	Unit Heaters - Equipment	\$522.00	\$0.00	\$0.00		\$0.00		\$522.00	\$0.00
3410	Unit Heaters - Material	\$52.00	\$0.00	\$0.00		\$0.00		\$52.00	\$0.00

CONTINUATION SHEET

AIA DOCUMENT G703

PAGE 4 OF 5

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ITEM NO.	A DESCRIPTION OF WORK	B SCHEDULED VALUES Totals	C WORK COMPLETED		E Materials Presently Stored	F TOTAL COMP & STORED TO DATE	G % (F ÷ B)	H BALANCE TO FINISH	I RETAINAGE 5.00%
			PREVIOUS APPLICATION	THIS PERIOD					
3411	Unit Heaters - Labor	\$181.00	\$0.00	\$0.00		\$0.00		\$181.00	\$0.00
3412	Dehumidifier - Equipment	\$515.00	\$0.00	\$0.00		\$0.00		\$515.00	\$0.00
3413	Dehumidifier - Labor	\$145.00	\$0.00	\$0.00		\$0.00		\$145.00	\$0.00
3414	Air Devices - Equipment	\$10,282.00	\$0.00	\$0.00		\$0.00		\$10,282.00	\$0.00
3415	Sheetmetal - Material	\$48,353.00	\$0.00	\$1,552.00		\$1,552.00	3%	\$46,801.00	\$77.60
3416	Ductwork Install - Material	\$2,635.00	\$0.00	\$0.00		\$0.00		\$2,635.00	\$0.00
3417	Ductwork Install - Labor	\$25,866.00	\$0.00	\$0.00		\$0.00		\$25,866.00	\$0.00
3418	Ductless Splits - Equipment	\$15,388.00	\$0.00	\$0.00		\$0.00		\$15,388.00	\$0.00
3419	Ductless Splits - Material	\$52.00	\$0.00	\$0.00		\$0.00		\$52.00	\$0.00
3420	Ductless Splits - Labor	\$254.00	\$0.00	\$0.00		\$0.00		\$254.00	\$0.00
3421	Trim-Out - Material	\$1,095.00	\$0.00	\$0.00		\$0.00		\$1,095.00	\$0.00
3422	Trim-Out - Labor	\$6,739.00	\$0.00	\$0.00		\$0.00		\$6,739.00	\$0.00
3423	Piping - Material	\$7,015.00	\$0.00	\$0.00		\$0.00		\$7,015.00	\$0.00
3424	Piping - Labor	\$5,958.00	\$0.00	\$0.00		\$0.00		\$5,958.00	\$0.00
3425	Start-Up - Material	\$1,995.00	\$0.00	\$0.00		\$0.00		\$1,995.00	\$0.00
3426	Start-Up - Labor	\$3,364.00	\$0.00	\$0.00		\$0.00		\$3,364.00	\$0.00
3427	Testing & Balancing	\$3,927.00	\$0.00	\$0.00		\$0.00		\$3,927.00	\$0.00
3428	HVAC Insulation	\$10,301.00	\$0.00	\$0.00		\$0.00		\$10,301.00	\$0.00
3429	DDC Controls	\$58,590.00	\$0.00	\$0.00		\$0.00		\$58,590.00	\$0.00
3500	Electrical								
3501	Mobilization	\$23,700.00	\$0.00	\$23,700.00		\$23,700.00	100%	\$0.00	\$1,185.00
3502	Light Fixtures - Equipment	\$101,500.00	\$0.00	\$0.00		\$0.00		\$101,500.00	\$0.00
3503	Light Fixtures - Labor	\$28,500.00	\$0.00	\$0.00		\$0.00		\$28,500.00	\$0.00
3504	Light Fixtures - Material	\$14,500.00	\$0.00	\$0.00		\$0.00		\$14,500.00	\$0.00
3505	Gear	\$103,500.00	\$0.00	\$0.00		\$0.00		\$103,500.00	\$0.00
3506	Dist. Equipment - Labor	\$15,000.00	\$0.00	\$0.00		\$0.00		\$15,000.00	\$0.00
3507	Dist. Equipment - Material	\$10,000.00	\$0.00	\$0.00		\$0.00		\$10,000.00	\$0.00
3508	Devices - Equipment	\$10,000.00	\$0.00	\$0.00		\$0.00		\$10,000.00	\$0.00
3509	Devices - Labor	\$40,000.00	\$0.00	\$4,000.00		\$4,000.00	10%	\$36,000.00	\$200.00
3510	Devices - Material	\$32,000.00	\$0.00	\$3,200.00		\$3,200.00	10%	\$28,800.00	\$160.00
3511	Transfer Switch	\$13,500.00	\$0.00	\$0.00		\$0.00		\$13,500.00	\$0.00
3512	Generator - Equipment	\$159,000.00	\$0.00	\$0.00		\$0.00		\$159,000.00	\$0.00
3513	Generator - Material	\$5,000.00	\$0.00	\$0.00		\$0.00		\$5,000.00	\$0.00
3514	Generator - Labor	\$4,000.00	\$0.00	\$0.00		\$0.00		\$4,000.00	\$0.00

CONTINUATION SHEET

AIA DOCUMENT G703

PAGE 5 OF 5

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			PREVIOUS APPLICATION	THIS PERIOD					
3515	Branch Circuits - Labor	\$22,000.00	\$0.00	\$2,200.00		\$2,200.00	10%	\$19,800.00	\$110.00
3516	Branch Circuits - Material	\$22,000.00	\$0.00	\$2,200.00		\$2,200.00	10%	\$19,800.00	\$110.00
3517	HVAC Connections - Labor	\$7,000.00	\$0.00	\$0.00		\$0.00		\$7,000.00	\$0.00
3518	HVAC Connections - Material	\$2,500.00	\$0.00	\$0.00		\$0.00		\$2,500.00	\$0.00
3519	Feeders - Labor	\$6,500.00	\$0.00	\$975.00		\$975.00	15%	\$5,525.00	\$48.75
3520	Feeders - Material	\$10,000.00	\$0.00	\$1,500.00		\$1,500.00	15%	\$8,500.00	\$75.00
3521	Site - Labor	\$20,000.00	\$0.00	\$3,000.00		\$3,000.00	15%	\$17,000.00	\$150.00
3522	Site - Material	\$35,000.00	\$0.00	\$5,250.00		\$5,250.00	15%	\$29,750.00	\$262.50
3523	Site Lighting - Labor	\$6,000.00	\$0.00	\$600.00		\$600.00	10%	\$5,400.00	\$30.00
3524	Site Lighting - Material	\$2,500.00	\$0.00	\$250.00		\$250.00	10%	\$2,250.00	\$12.50
3600	Fire Alarm System	\$46,719.00	\$0.00	\$0.00		\$0.00		\$46,719.00	\$0.00
3700	General Requirements	\$132,238.00	\$5,291.00	\$2,645.00		\$7,936.00	6%	\$124,302.00	\$396.80
		\$0.00	\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
	SCHEDULED ALLOWANCES	\$0.00	\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
3800	No. 1 - Contractor's Contingency	\$58,755.00	\$0.00	\$0.00		\$0.00		\$58,755.00	\$0.00
3801	CP #01 - Soap Dispenser Change	(\$812.00)	\$0.00	\$0.00		\$0.00		(\$812.00)	\$0.00
3802	CP #02 - Remove AWI Certification	(\$10,673.00)	\$0.00	\$0.00		\$0.00		(\$10,673.00)	\$0.00
3803	CP #03 - Alum. Frames to Dark Bronze	\$2,730.00	\$0.00	\$0.00		\$0.00		\$2,730.00	\$0.00
		\$0.00	\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
3900	*Quoted General Conditions	\$315,697.00	\$48,687.00	\$0.00		\$48,687.00	15%	\$267,010.00	\$2,434.35
4000	*Construction Fee	\$155,178.00	\$6,208.00	\$3,104.00		\$9,312.00	6%	\$145,866.00	\$465.60
		\$0.00	\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
	GRAND TOTALS	\$4,349,760.00	\$187,680.00	\$62,604.00	\$3,636.00	\$253,920.00	6%	\$4,095,840.00	\$12,696.00



Elgin City Council Meeting Agenda Item Executive Summary

ITEM: A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE CITY MANAGER TO APPROVE PROFESSIONAL SERVICES FEES WITH FGM ARCHITECTS INC. RELATED TO THE ELGIN POLICE DEPARTMENT STATION PROJECT; AND MAKING CERTAIN FINDINGS RELATED THERETO.

DEPARTMENT: City Manager/EPD

PROPOSED ACTION: Approval of a Resolution authorizing the City Manager to remit payment in the dollar amount of \$10,127.00 from July 1, 2023, to July 28, 2023, and to execute a dollar amount of \$10,271.63 from July 29, 2023, to August 25, 2023, for professional services fees associated with the City of Elgin Police Department Station Project.

BACKGROUND:

Last year, the City Council approved the issuance the 2021A Certificates of Obligation (CO) in the total amount of approximately \$12.5M to provide funding for a wide range of capital improvement projects, including funding to construct a new City of Elgin Police Department (EPD) Station.

Previously, the City Council, upon recommendation of the EPD Station Building Committee, authorized utilization of the “Construction Manager at Risk” (“CMAR”) delivery process for the project and the engagement of FGM Architects Inc. to provide engineering and design services as part of the CMAR team.

These fees are for Programming/Schematic Design and for traveling fees as a part of the contract previously approved by the City Council.

BUDGET/FINANCIAL IMPACT:

Funding for this item was { } included {X} not included in the current-year budget { } N/A

RECOMMENDATION:

Adopt and approve a Resolution authorizing the City Manager to remit payment for professional services fees associated with the City of Elgin Police Station Project.

ATTACHMENTS: (1) Resolution (2) Invoices

{ } Staff will be making a detailed presentation on this agenda item at the meeting.

{ } Staff will provide brief comments and answer questions on this item at the meeting.

{X} This is a routine procedural item, and no presentation is planned for the meeting.

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.

RESOLUTION NO.

**A RESOLUTION OF THE CITY OF ELGIN, TEXAS,
AUTHORIZING THE CITY MANAGER TO APPROVE
PROFESSIONAL SERVICES FEES WITH FGM
ARCHITECTS INC. RELATED TO THE ELGIN POLICE
DEPARTMENT STATION PROJECT; AND MAKING
CERTAIN FINDINGS RELATED THERETO.**

WHEREAS, the Elgin City Council approved the issuance the 2021A Certificates of Obligation to provide funding for a wide range of capital improvement projects, including a new City of Elgin Police Department (EPD) Station (“Project”); and,

WHEREAS, the City Council, upon recommendation of the EPD Station Building Committee, has previously authorized utilization of the “Construction Manager at Risk” (“CMAR”) delivery process for the Project and the engagement of FGM Architects Inc. to provide engineering and design services as part of the CMAR team, and;

WHEREAS, FGM Architects Inc. have submitted invoices to the city for professional services charges related to the Elgin Police Department Station Project.

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

Section 1. Findings. The following recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes as findings of fact.

Section 2. Authorization. The City Manager is hereby authorized to execute a dollar amount of \$10,127.00 from July 1, 2023, to July 28, 2023, and to execute a dollar amount of \$10,271.63 from July 29, 2023, to August 25, 2023, for professional services fees associated with the City of Elgin Police Department Station Project.

Section 3. 2021A Certificates of Obligation Funding. The City Council does also hereby expressly approve the utilization of proceeds from the 2021A Certificates of Obligation debt issuance in support of the project that is the subject matter of this Resolution; and does further acknowledge that an amendment to the *FY23-24 City of Elgin Annual Operating Budget* may be required at a future date to formally appropriate funds for this item.

Section 4. Open Meetings. The City Council hereby finds and declares that written notice of the date, hour, place, and subject of the meeting at which this Resolution was adopted was posted and that such meeting was open to the public as required by law at all times during which this Resolution and the subject matter hereof were discussed, considered, and formally acted upon, all as required by the Open Meetings Act, Chapter 551, Texas Government Code, as amended.

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

PASSED AND ADOPTED this 10th day of October 2023

ATTEST:

THERESA Y. MCSHAN, Mayor
City of Elgin, Texas

JENNIFER STUBBS, City Secretary

FGMARCHITECTS

Elgin TX, City of
P.O. Box 591
Elgin, TX 78621

August 15, 2023

Invoice No: 22-3415.01 - 15

Project 22-3415.01 Elgin TX New Police Station

Professional Services from July 1, 2023 to July 28, 2023

Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Initial Conceptual Design	35,430.00	100.00	35,430.00	35,430.00	0.00
Programming/Schematic Design	40,522.00	100.00	40,522.00	40,522.00	0.00
Design Development	101,270.00	100.00	101,270.00	101,270.00	0.00
Construction Documents	202,540.00	100.00	202,540.00	202,540.00	0.00
Bidding	25,318.00	100.00	25,318.00	25,318.00	0.00
Construction Administration	101,270.00	40.00	40,508.00	30,381.00	10,127.00
Total Fee	506,350.00		445,588.00	435,461.00	10,127.00
Total Fee					10,127.00
TOTAL CURRENT INVOICE					<u><u>\$10,127.00</u></u>

Billings to Date

	Current	Prior	Total	Received	A/R Balance
Basic Services	10,127.00	435,461.00	445,588.00		
Consultant	0.00	654.50	654.50		
Expense	0.00	1,761.73	1,761.73		
Totals	10,127.00	437,877.23	448,004.23	437,877.23	10,127.00

Please remit to:

FGM Architects Inc.
1211 West 22nd Street, Suite 700
Oak Brook IL 60523-2109

630.574.8300

FGMARCHITECTS

Elgin TX, City of
P.O. Box 591
Elgin, TX 78621

September 14, 2023
Invoice No: 22-3415.01 - 16

Project 22-3415.01 Elgin TX New Police Station
Professional Services from July 29, 2023 to August 25, 2023
Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Initial Conceptual Design	35,430.00	100.00	35,430.00	35,430.00	0.00
Programming/Schematic Design	40,522.00	100.00	40,522.00	40,522.00	0.00
Design Development	101,270.00	100.00	101,270.00	101,270.00	0.00
Construction Documents	202,540.00	100.00	202,540.00	202,540.00	0.00
Bidding	25,318.00	100.00	25,318.00	25,318.00	0.00
Construction Administration	101,270.00	50.00	50,635.00	40,508.00	10,127.00
Total Fee	506,350.00		455,715.00	445,588.00	10,127.00
Total Fee					10,127.00

Reimbursable Expenses

Mileage, tolls and misc.	144.63	
Total Reimbursables	144.63	144.63

TOTAL CURRENT INVOICE \$10,271.63

Billings to Date

	Current	Prior	Total	Received	A/R Balance
Basic Services	10,127.00	445,588.00	455,715.00		
Consultant	0.00	654.50	654.50		
Expense	144.63	1,761.73	1,906.36		
Totals	10,271.63	448,004.23	458,275.86	448,004.23	10,271.63

Please remit to:

FGM Architects Inc.
1211 West 22nd Street, Suite 700
Oak Brook IL 60523-2109

630.574.8300

Billing Backup

Thursday, September 14, 2023

FGM Architects Inc.

Invoice 16 Dated 9/14/2023

1:24:11 PM

Project	22-3415.01	Elgin TX New Police Station
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Reimbursable Expenses

Mileage, tolls and misc.

EX	0020042	7/27/2023	Rodberry, Weston / Milage From Home-Elgin-Office / 49.00 miles @ 0.655	35.31
EX	0020042	7/27/2023	Rodberry, Weston / Tollway 290	2.29
EX	0020072	8/9/2023	Rodberry, Weston / Travel (Home-City of Elgin-FGMA Austin) / Owner/Architect/Contractor Meeting / 55.41 miles @ 0.655	39.92
EX	0020072	8/9/2023	Rodberry, Weston / Tolls - 290 Westbound	3.04
EX	0020147	8/23/2023	Rodberry, Weston / Elgin OAC/Site Visit - Milage / 52.70 miles @ 0.655	37.97
EX	0020147	8/23/2023	Rodberry, Weston / Elgin Site Visit - Tolls 290	3.04
EX	0020147	8/24/2023	Rodberry, Weston / Elgin PD Technology Meeting-Milage / 32.00 miles @ 0.655	23.06

Total Reimbursables	144.63	144.63
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Total this Project	\$144.63
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Total this Report	\$144.63
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Please remit to:

FGM Architects Inc.
1211 West 22nd Street, Suite 700
Oak Brook IL 60523-2109

630.574.8300



Elgin City Council Meeting Agenda Item Executive Summary

ITEM: A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE CHANGE ORDER NUMBER 5, FOR THE COUNTY LINE ROAD WIDENING PROJECT; AND MAKING CERTAIN FINDINGS RELATED THERETO.

DEPARTMENT: City Manager/Public Works

PROPOSED ACTION: Approval of a Resolution authorizing a Change Order with *Patin Construction* of Taylor, Texas, in the amount of \$37,505.00 for Change Order Number 5.

BACKGROUND: Historically the residents on the east side of County Line Road have not been customers of the City's Wastewater system. Given that these residents are now inside the City Limits for these 5 residents it will be inevitable that those properties join the wastewater system in the future. Now while construction is ongoing, and the ROW impacted staff felt it necessary to install new and proper working connections of wastewater service to have ready should the residents chose to abandon their current septic system and join the City's wastewater system.

BUDGET/FINANCIAL IMPACT:

Funding for this item was {X} included { } not included in the current-year budget { } N/A

RECOMMENDATION:

Adopt and approve a Resolution authorizing a Change Order with *Patin Construction*, of Taylor, Texas, in the amount of \$37,505.00 for Change Order Number 5, and directions to staff, if any, regarding same.

ATTACHMENTS: (1) Resolution (2) Change Order Number 5.

{ } Staff will be making a detailed presentation on this agenda item at the meeting.

{ } Staff will provide brief comments and answer questions on this item at the meeting.

{X} This is a routine procedural item, and no presentation is planned for the meeting.

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY OF ELGIN, TEXAS,
AUTHORIZING THE CITY MANAGER TO EXECUTE
CHANGE ORDER NUMBER 5, FOR THE COUNTY LINE
ROAD WIDENING PROJECT; AND MAKING CERTAIN
FINDINGS RELATED THERETO.**

WHEREAS, The County Line Road widening project is well underway;

WHEREAS, Certain changes have been identified as a value added benefit to the project, including extension of the Public Wastewater System;

WHEREAS, The City Manager is authorized to make such changes as described in the original agreement with Patin Construction;

WHEREAS, as a matter of giving the council a full view of the County Line Road Project, staff is hereby presenting this change order for consideration.

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

Section 1. Findings. The following recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes as findings of fact.

Section 2. Authorization. The City Manager is hereby authorized to execute a Change Order with *Patin Construction* of Taylor, Texas, in the amount of \$37,505.00. for Change Order number 5.

Section 3. Open Meetings. The City Council hereby finds and declares that written notice of the date, hour, place, and subject of the meeting at which this Resolution was adopted was posted and that such meeting was open to the public as required by law at all times during which this Resolution and the subject matter hereof were discussed, considered, and formally acted upon, all as required by the Open Meetings Act, Chapter 551, Texas Government Code, as amended.

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

PASSED AND ADOPTED this 10th day of October 2023

THERESA Y. MCSHAN, Mayor
City of Elgin, Texas

ATTEST:

JENNIFER STUBBS, City Secretary



505 East Huntland Drive
Suite 250
Austin, Texas 78752

T 512.454.8716
TRCcompanies.com
T.B.P.E. #F-8632

September 12, 2023

Mr. Michael Gonzalez, Public Works Director
City of Elgin
310 North Main
Elgin, Texas 78621

**Re: City of Elgin, Texas
County Line Road Widening Phase 1
Change Order No. 5**

Dear Mr. Gonzalez:

Attached please find Change Order No. 5. This change order accounts for installing temporary striping on the west side of County Line Road and extending and reconnecting four wastewater service lines.

This Change Order No. 5 has been approved by this office and will increase the current contract amount by \$37,505.00. The new contract amount will be \$7,192,773.20. Please execute and forward a digital copy to TRC at kperry@trccompanies.com.

If you have any questions or need additional information, please feel free to contact this office.

Sincerely,

A handwritten signature in blue ink, appearing to read "K. Beau Perry".

K. Beau Perry, P.E.
Regional Vice President

cc: Ms. Karol Jarmon, City of Elgin

Enclosures

CONTRACT CHANGE ORDER NO. 5
COUNTY LINE ROAD WIDENING PHASE 1

OWNER:

CONTRACTOR:

City of Elgin

Patin Construction, LLC

ORIGINAL CONTRACT AMOUNT:

\$6,789,518.20

PREVIOUSLY APPROVED CHANGE ORDER AMOUNT:

\$37,920.00

CURRENT CONTRACT AMOUNT:

\$7,155,268.20

ORIGINAL CONTRACT TIME (DAYS):

450

ORIGINAL SUBSTANTIAL COMPLETION DATE:

10/11/2023

PREVIOUSLY APPROVED ADJUSTMENT TO CONTRACT TIME (DAYS):

7

CURRENT CONTRACT TIME (DAYS):

504

CURRENT SUBSTANTIAL COMPLETION DATE:

11/27/2023

Item No.	Item Description	Quantity	Units	Unit Price (+) Increase (-) Decrease	Amount (+) Increase (-) Decrease
CO.5.1	Paint Temporary Striping on the west side of County Line Road. To include Traffic Control for Detour	1	LS	\$11,505.00	\$11,505.00
CO.5.2	Extend and Reconnect Wastewater Service (one service is currently active)	4	EA	\$6,500.00	\$26,000.00
TOTAL COST OF THIS CHANGE ORDER:					<u>\$37,505.00</u>

PROPOSED CHANGE ORDER AMOUNT (THIS CHANGE ORDER):

\$37,505.00

REVISED CONTRACT AMOUNT:

\$7,192,773.20

NET CHANGE IN CONTRACT TIME (DAYS):

3

REVISED CONTRACT TIME (DAYS):

507

REVISED SUBSTANTIAL COMPLETION DATE:

11/30/2023

THIS WILL BECOME A SUPPLEMENT TO THE CONTRACT AND ALL PROVISIONS WILL APPLY HERETO.

Michael Gonzalez, Public Works Director
City of Elgin

9/13/23
Date

K. Beau Perry, P.E., Regional Vice President-DMS
TRC Engineers, Inc.

9/12/2023
Date

On behalf of Jimmy Patin
Oscar Tovar, Jr.

9/12/2023

Date

Jimmy Patin, Vice President
Patin Construction, LLC



Elgin City Council Meeting Agenda Item Executive Summary

ITEM: City Council Regular Meeting Minutes – September 19, 2023

DEPARTMENT: Administration

PROPOSED ACTION: Approval of the City Council Regular Meeting Minutes – September 19, 2023

BACKGROUND: N/A

BUDGET/FINANCIAL IMPACT:

Funding for this item was ☐ included ☐ not included in the current-year budget ☒ N/A

Finance Approval:

Signature: _____ **Date:** _____

RECOMMENDATION: Approval of the City Council Regular Meeting Minutes – September 19, 2023

ATTACHMENTS: Minutes

☐ Staff will be making a detailed presentation on this agenda item at the meeting.

☐ Staff will provide brief comments and answer questions on this item at the meeting.

☒ This is a routine procedural item and no presentation is planned for the meeting.

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.

MINUTES
ELGIN CITY COUNCIL REGULAR MEETING
ELGIN PUBLIC LIBRARY ANNEX CITY COUNCIL CHAMBERS
404 NORTH MAIN STREET
September 19, 2023

CALL TO ORDER

Mayor McShan called the meeting to order at 6:30 p.m.

Roll Call

Present:

Theresa McShan, Mayor
Sue Brashar, Mayor Pro Tem
Arthur Gibson III, Council Member
Joy Casnovsky, Council Member
Chuck Swain, Council Member
YaLecia Love, Council Member
Forest Dennis, Council Member
Al Rodriguez, Council Member
Matthew Callahan, Council Member

Staff:

Thomas L. Mattis, City Manager
Jennifer Stubbs, City Secretary
Amy Miller, Community Services Director
Todd Johnson, Commander
Aaron Crim, Commander
Chris Wolf, Sergeant
Pam Sanders, Human Resources Director
Belen Pena, Finance Director
Michael Gonzalez, Public Works Director
Sonia Browder, Media Specialist
Elizabeth Marzec, Parks Manager

INVOCATION

Mr. Gibson provided the invocation.

PLEDGE OF ALLEGIANCE

Mayor McShan led those in attendance in reciting the Pledge of Allegiance to the Flag of the United States of America and Pledge of Allegiance to the Texas Flag.

PUBLIC HEARING

1. Public Hearing On The Proposed FY23-24 Annual Budget

Mr. Mattis provided comments. There were no public hearing comments.

2. Public Hearing On The Proposed FY23-24 Tax Rate

Mr. Mattis provided comments. There were no public hearing comments.

3. PUBLIC HEARING ON A RESOLUTION OF THE CITY OF ELGIN, TEXAS APPROVING A STRATEGIC PARTNERSHIP AGREEMENT WITH LUND FARM MUNICIPAL UTILITY DISTRICT

Mr. Mattis stated this was related to an agreement already approved by the City Council and provided additional comments.

John Carlson, 164 Lund Road, commented and asked questions on the Lund Farm Municipal Utility District.

Kevin Nonmacher, 15820 County Line Road, stated that he would like to see additional capacities for growth throughout the area and provided other comments about his concerns.

Jacque Smith, 606 E. 8th Street, shared concerns and research about the Lund Farm Municipal Utility District. Ms. Smith stated that we needed to take our time and make sure that these were the people we wanted to do business with.

Shirley Moczygamba, 823 Savannah Cv., provided her concerns about the contract. She asked the City Council to be conservative and to be the protector of our city funds.

Susan Beckwith, 408 E. 8th Street, provided her concerns about the school district. Ms. Beckwith stated that, as she understood, this would increase our school enrollment by about 50% or 2,500 students. Ms. Beckwith asked some questions of the Council and asked them to pause.

Julie Assata, 408 E. 8th Street, expressed her concerns regarding the Lund Farm Municipal Utility District. She requested that any development that happens make room for the kids because you know they are going to come. Ms. Assata provided additional concerns about the green space, floodplain, and creek beds.

Monica Leche, 107 E. 8th Street, provided some comments. Ms. Leche stated that there was a parasite of resentment in the community against this project and that the responsibility was on you. She stated that the responsibility of privilege was to build others up.

PUBLIC COMMENT

There were no public comments.

PRESENTATION

1. A PROCLAMATION DECLARING OCTOBER 2023 AS PROSTATE CANCER AND BREAST CANCER AWARENESS MONTH IN THE CITY OF ELGIN

Mayor McShan read from the proclamation.

CITY MANAGER'S REPORT

1. Historic Review Board 3rd Quarter Report

Mr. Mattis stated that the quarterly reports were provided in the packets. There were no questions from Council.

2. Parks & Recreation Advisory Board Quarterly Report

Mr. Mattis stated that the quarterly reports were provided in the packets. There were no questions from Council.

3. General Activity Report And/Or Project Update

Mr. Mattis stated that the Veterans Park Expansion Groundbreaking was scheduled for September 26th at 10 a.m. The next City Council Meeting will be held on October 10th.

CONSENT AGENDA

1. City Council Regular Meeting Minutes-September 5, 2023

The minutes were approved on the consent agenda.

2. A RESOLUTION OF THE CITY OF ELGIN, TEXAS ESTABLISHING OFFICIAL CITY OF ELGIN HOLIDAYS FOR THE PERIOD OF OCTOBER 1, 2023 THROUGH SEPTEMBER 30, 2024; AND PROVIDING FOR RELATED MATTERS

The resolution was approved on the consent agenda.

Mr. Mattis stated that there were no changes to the holiday calendar. Ms. Casnovsky made a motion to approve the consent agenda. Mr. Swain seconded the motion. All voted in favor. The motion carried.

NEW BUSINESS

1. A RESOLUTION OF THE CITY OF ELGIN, TEXAS, ADOPTING AND APPROVING A STATEMENT OF NO OBJECTION FOR THE KATY, A PROPOSED TAX-EXEMPT BOND MULTI-FAMILY RESIDENTIAL DEVELOPMENT LOCATED ON WEST SECOND STREET AND MAKING CERTAIN FINDINGS RELATED THERETO

Mr. Mattis provided information about the Katy Project and stated that the project had proper zoning. He answered questions of the Council. Roger Plourde, Managing Principal for Ivy Companies, presented the project's affordability and stated that tonight's requested action was for no objection for the Katy Development Project. Discussion followed.

Juanita Valarie Neidig, 19025 Littig Road, urged the City Council to adopt the resolution of no objection in regard to the Katy Project. She stated that workforce housing was needed in Elgin. She provided additional comments on why she favors the project.

Sarah Gudenkauf, 813 Old McDade, stated that she supported the proposal and hoped that the City Council would vote no objection.

Jason Tatum, 123 Vicksburg Loop, stated that he was excited about this project and requested that the City Council vote to support this resolution of no objection. He provided additional comments.

Mr. Mattis stated that a vote for the resolution meant that the City Council had no objection. Mr. Swain asked about the swimming pool. Mr. Plourde clarified and stated that the pool would be for the residents and their guests. Mr. Mattis noted that the project details were different from the requested action for this evening. Mr. Plourde answered additional questions of the Council.

Ms. Casnovsky made a motion to approve the resolution of no objection. Ms. Love seconded the motion. The vote was: Ms. Casnovsky-yes, Mr. Gibson-yes, Mr. Swain-no, Ms. Love-yes, Mr. Callahan-yes, Mr. Rodriguez-abstain, Mr. Dennis-no, Mayor Pro Tem Brashar-no, and Mayor McShan-no. The motion failed on a 4-4 vote with 1 abstain. Mr. Mattis stated that the Charter required five positive votes for any measure to pass.

2. AN ORDINANCE OF THE CITY OF ELGIN, TEXAS APPROVING AND ADOPTING A PROPOSED BUDGET FOR THE CITY FOR THE FISCAL YEAR OCTOBER 1, 2023, THROUGH SEPTEMBER 30, 2024, AND PROVIDING THAT EXPENDITURES FOR SAID BUDGET SHALL BE MADE IN ACCORDANCE WITH SAID BUDGET.

Mr. Mattis provided a presentation on the 2023-24 Proposed Budget. Mayor Pro Tem Brashar made a motion to approve the ordinance adopting the Proposed Budget. Mr. Swain seconded the motion. The vote was: Mayor Pro Tem Brashar-yes, Mayor McShan-yes, Ms. Casnovsky-yes, Mr. Gibson-yes, Mr. Swain-yes, Ms. Love-yes, Mr. Callahan-yes, Mr. Rodriguez-yes, and Mr. Dennis-yes. The motion carried on a 9-0 vote.

3. AN ORDINANCE LEVYING TAXES FOR MAINTENANCE AND OPERATION OF THE MUNICIPAL GOVERNMENT OF THE CITY OF ELGIN, TEXAS, AND PROVIDING FOR THE INTEREST AND SINKING FUND FOR THE 2023-24 TAX YEAR.

Mr. Mattis stated that this was the second reading of the ordinance to approve the property tax rate. He provided a presentation and said the tax rate would be reduced. Mr. Swain made a motion to approve the ordinance. Mayor Pro Tem Brashar seconded the motion. The vote was: Mr. Swain-yes, Ms. Love-yes, Mr. Callahan-yes, Mr. Rodriguez-yes, Mr. Dennis-yes, Mayor Pro Tem Brashar-yes, Mayor McShan-yes, Ms. Casnovsky-yes, and Mr. Gibson-yes. The motion carried on a 9-0 vote.

4. AN ORDINANCE TO UPDATE THE COMPREHENSIVE SCHEDULE OF FEES AND CHARGES NECESSARY TO GENERATE FUNDING FOR GENERAL AND SPECIFIC OPERATIONS REQUIRED TO SATISFY SERVICE NEEDS OF THE CITY; PROVIDE FOR A SAVINGS CLAUSE; REPEAL CONFLICTING ORDINANCES OR RESOLUTIONS; AND PROVIDE THAT THIS ORDINANCE SHALL BECOME EFFECTIVE AS STATED HEREIN.

Mr. Mattis stated that staff reviewed the fee structure for the Parks & Recreation Department. Some fees were altered, but the majority remained unchanged. The Board of Adjustment Variance fees for residential properties were lowered at the request of Mayor Pro Tem Brashar, according to Mr. Mattis. Mr. Callahan made a motion to approve the ordinance. Mr. Dennis seconded the motion. All voted in favor. The motion carried.

5. A RESOLUTION RATIFYING THE CITY OF ELGIN 2023-2024 FISCAL YEAR ADOPTED BUDGET THAT CONTAINS A PROPERTY TAX RATE THAT RAISES MORE TOTAL PROPERTY TAXES THAN THE PREVIOUS YEAR.

Mr. Mattis stated that this resolution was required by the legislature and had no impact on the city's situation. Mr. Dennis made a motion to approve the resolution. Mr. Callahan seconded the motion. All voted in favor. The motion carried.

6. A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH FUN ABOUNDS TO CONSTRUCT PLAYGROUND EQUIPMENT, SURFACING AND SHADE FOR NEW PLAYGROUND FOR THOMAS MEMORIAL PARK MADISON STREET AND MAKING CERTAIN FINDINGS RELATED THERETO.

Mr. Mattis stated that tonight's resolution was for the City Council to authorize the contract for Thomas Memorial Park's new playground. Mr. Mattis invited Ms. Miller to the podium. She thanked Ms. Marzec for her hard work on the project. Ms. Miller provided details about the new playground's features and answered questions. Ms. Casnovsky thanked staff and other members

of the community for their work and input on the project. Mr. Rodriguez made a motion to approve the resolution. Mr. Dennis seconded the motion. All voted in favor. The motion carried.

7. A RESOLUTION OF THE CITY OF ELGIN, TEXAS AUTHORIZING THE CITY MANAGER TO EXECUTE A STRATEGIC PARTNERSHIP AGREEMENT WITH LUND FARM MUNICIPAL UTILITY DISTRICT AND MAKING CERTAIN FINDINGS RELATED THERETO

Mr. Mattis provided a presentation. He stated that the Lund Farms Development and Consent Agreement had already been approved, and the agreement for the City Council's consideration was a companion agreement. He provided additional comments and answered questions of the Council. Discussion followed. Mr. Swain made a motion to approve the resolution. Mr. Callahan seconded the motion. The vote was: Mr. Swain-yes, Ms. Love-yes, Mr. Callahan-yes, Mr. Rodriguez-yes, Mr. Dennis-yes, Mayor Pro Tem Brashar-yes, Mayor McShan-yes, Ms. Casnovsky-yes, and Mr. Gibson-no. The motion carried on an 8-1 vote.

8. Appointment/Re-Appointment Of Members To Various City Commissions, Boards, And/Or Committees Including The Planning & Zoning Commission, Board Of Adjustments, Library Advisory Board, Parks & Recreation Advisory Board, Economic Development Corporation Board Of Directors, Historic Review Board, Main Street Board Of Directors, And Building Standards Commission

Mr. Mattis clarified what an alternate member was on the Board of Adjustment. Mayor Pro Tem Brashar made a motion to approve the Board of Adjustment nominations, Darren Mogonye, Shifton McShan, Stephen Finley, Suzannah DesRoches, and David Lanford. Mr. Callahan seconded the motion. All voted in favor. The motion carried.

Mr. Swain made a motion to approve the Planning & Zoning Commission nominations, Dorothy McCarther, Antonio Prete, and Ronnie Creppon. Mr. Callahan seconded the motion. All voted in favor. The motion carried. Mr. Mattis stated that we are still slowly implementing the term limits adopted by the ordinance and that, in some cases, the Council would be waiving the stipulation that you have to be term-limited off.

Mr. Callahan made a motion to approve the Library Advisory Board nominations, Yenifer Ibarra, Denise Halter, and Julissa Kyle. Mayor Pro Tem Brashar seconded the motion. All voted in favor. The motion carried.

Mayor Pro Tem Brashar made a motion to approve the Parks & Rec Advisory Board nominations, Krista Gaston and Neil Beyer. Mr. Callahan seconded the motion. All voted in favor. The motion carried.

Mr. Dennis made a motion to approve the Historic Review Board nominations, Caleb Dawson, Joan Godfrey, Monica Nava, and Becky Davis. Mr. Callahan seconded the motion. All voted in favor. The motion carried.

Mayor Pro Tem Brashar made a motion to approve the Main Street Board nominations, Amber de la Rosa, Michelle Nicholson, Erin Riley, and Skie O'Mahoney. Mr. Callahan seconded the motion. All voted in favor. The motion carried.

Mr. Rodriguez made a motion to approve the EDC Board of Directors nominations, Bryan Bracewell and Irina Cortinas. Mr. Swain seconded the motion. All voted in favor. The motion carried. Mr. Mattis stated that 15-year board member Molly Alexander was leaving the board, and she did a great job.

Mayor Pro Tem Brashar made a motion to approve the Public Safety Advisory nominations, Ray Godfrey, Melvin Williams, Bryce Hatley, and Kayla Petsche. Mr. Callahan seconded the motion. All voted in favor. The motion carried.

Mr. Dennis made a motion to approve the Building Standards Commission nominations, David Lanford and Nicholas Morales. Mr. Callahan seconded the motion. All voted in favor. The motion carried.

Ms. Stubbs requested a 5-minute recess at 8:40 p.m. Mayor McShan reconvened the meeting at 8:45 p.m.

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

There was no executive session.

ANNOUNCEMENTS

Mr. Mattis announced the closing of Circle Brewing, and he asked that the City Council decide on the Non-Profit committee. Mr. Mattis stated that Elgin 101 applications on October 1. Mayor Pro Tem Brashar announced that the Chamber Banquet was this Saturday. Ms. Miller reminded the City Council about the Veterans Park groundbreaking ceremony on Tuesday, the 26th, at 10:00 a.m. and that National Night would take place on Tuesday, October 3rd. Ms. Love announced that the Elgin Cares Cookout was this weekend. Ms. Miller clarified that the cookout was on Saturday at Elgin Memorial Park.

ADJOURNMENT

Mayor McShan adjourned the meeting at 8:49 p.m.

ATTEST:

Theresa Y. McShan, Mayor

Jennifer Stubbs, City Secretary



Elgin City Council Meeting Agenda Item Executive Summary

ITEM: A RESOLUTION OF THE CITY OF ELGIN, TEXAS, NOMINATING PERSONS FOR THE BASTROP CENTRAL APPRAISAL DISTRICT BOARD OF DIRECTORS; MAKING FINDINGS OF FACT; AND PROVIDING FOR RELATED MATTERS

DEPARTMENT: City Manager

PROPOSED ACTION:

Review and consideration of a Resolution formally nominating persons as candidates for the Board of Directors of the Bastrop Central Appraisal District for a two -year term to begin January 1, 2024.

BACKGROUND:

As a member of and taxing unit within Bastrop Central Appraisal District (BCAD), the City retains a designated number of votes utilized to nominate and select members of the BCAD's governing body, the Board of Directors. The BCAD provides property appraisal services to the City for purposes related to assessing ad valorem taxes on City property owners.

Each voting unit may nominate individuals by written resolution and submit it to the Chief Appraiser before October 15, 2023.

BUDGET/FINANCIAL IMPACT:

Funding for this item was { } included { } not included in the current-year budget {X} N/A

RECOMMENDATION:

Consideration of the Resolution formally nominating persons as candidates for the Board of Directors of the Bastrop Central Appraisal District for a two -year term to begin January 1, 2024; and direction to staff, if any, as deemed appropriate.

ATTACHMENTS: Resolution

{ } Staff will be making a detailed presentation on this agenda item at the meeting.

{X} Staff will provide brief comments and answer questions on this item at the meeting.

{ } This is a routine procedural item and no presentation is planned for the meeting.

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY OF ELGIN, TEXAS,
NOMINATING PERSONS FOR THE BASTROP CENTRAL
APPRAISAL DISTRICT BOARD OF DIRECTORS; MAKING
FINDINGS OF FACT; AND PROVIDING FOR RELATED
MATTERS**

WHEREAS, the City of Elgin is a taxing unit within the Bastrop Central Appraisal District (BCAD); and,

WHEREAS the Texas Property Tax Code allows tax jurisdictions to nominate up to five people to serve on the Board of the Bastrop Central Appraisal District for a term of office of one year beginning January 1, 2024; and,

WHEREAS, the City of Elgin desires to nominate a person or persons to said Board.

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

Section 1. Findings. The following recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes as findings of fact.

Section 2. Nominations for BCAD Board of Directors. The Mayor and City Council do hereby nominate the following person or persons for a position on the Board of Directors of the Bastrop Central Appraisal District.

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

Section 6. This Resolution shall take effect immediately upon passage.

PASSED AND ADOPTED this 10th day of October, 2023

THERESA Y. MCSHAN, Mayor
City of Elgin, Texas

ATTEST:

JENNIFER STUBBS, City Secretary

**CALCULATIONS for VOTING ENTITLEMENT
BASTROP CENTRAL APPRAISAL DISTRICT
2024 BOARD OF DIRECTORS**

ENTITY	2022 LEVY			TOTAL LEVY						VOTES	
Bastrop County	\$ 47,632,352	/	\$ 200,976,059	X	1,000	=	237.0051	X	5	=	1,185
Bastrop ISD	\$ 93,188,957	/	\$ 200,976,059	X	1,000	=	463.6819	X	5	=	2,318
Bastrop City	\$ 7,737,012	/	\$ 200,976,059	X	1,000	=	38.4972	X	5	=	192
Elgin ISD	\$ 26,676,988	/	\$ 200,976,059	X	1,000	=	132.7371	X	5	=	664
Elgin City	\$ 4,463,197	/	\$ 200,976,059	X	1,000	=	22.2076	X	5	=	111
Lexington ISD	\$ 52,013	/	\$ 200,976,059	X	1,000	=	0.2588	X	5	=	1
McDade ISD	\$ 1,794,125	/	\$ 200,976,059	X	1,000	=	8.9271	X	5	=	45
Smithville ISD	\$ 15,450,354	/	\$ 200,976,059	X	1,000	=	76.8766	X	5	=	384
Smithville City	\$ 2,120,323	/	\$ 200,976,059	X	1,000	=	10.5501	X	5	=	53
ACC-Elgin	\$ 1,860,738	/	\$ 200,976,059	X	1,000	=	9.2585	X	5	=	46
Total Number of Votes										5,000	



Elgin City Council Meeting Agenda Item Executive Summary

ITEM: A RESOLUTION OF THE CITY OF ELGIN, TEXAS, NOMINATING PERSONS FOR THE TRAVIS CENTRAL APPRAISAL DISTRICT BOARD OF DIRECTORS; MAKING FINDINGS OF FACT; AND PROVIDING FOR RELATED MATTERS

DEPARTMENT: City Manager

PROPOSED ACTION:

Review and consideration of a Resolution formally nominating persons as candidates for the Board of Directors of the Travis Central Appraisal District for a two -year term to begin January 1, 2024.

BACKGROUND:

As a member of and taxing unit within Travis Central Appraisal District (TCAD), the City retains a designated number of votes utilized to nominate and select members of the TCAD's governing body, the Board of Directors. The TCAD provides property appraisal services to the City for purposes related to assessing ad valorem taxes on City property owners.

Each voting unit may nominate individuals by written resolution and submit it to the Chief Appraiser before October 15, 2023.

BUDGET/FINANCIAL IMPACT:

Funding for this item was { } included { } not included in the current-year budget {X} N/A

RECOMMENDATION:

Consideration of the Resolution formally nominating persons as candidates for the Board of Directors of the Travis Central Appraisal District for a two -year term to begin January 1, 2024; and direction to staff, if any, as deemed appropriate.

ATTACHMENTS: Resolution

{ } Staff will be making a detailed presentation on this agenda item at the meeting.

{X} Staff will provide brief comments and answer questions on this item at the meeting.

{ } This is a routine procedural item and no presentation is planned for the meeting.

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY OF ELGIN, TEXAS,
NOMINATING PERSONS FOR THE TRAVIS CENTRAL
APPRAISAL DISTRICT BOARD OF DIRECTORS; MAKING
FINDINGS OF FACT; AND PROVIDING FOR RELATED
MATTERS**

WHEREAS, the City of Elgin is a taxing unit within the Travis Central Appraisal District (TCAD); and,

WHEREAS the Texas Property Tax Code allows tax jurisdictions to nominate up to five people to serve on the Board of the Travis Central Appraisal District for a term of office of one year beginning January 1, 2024; and,

WHEREAS, the City of Elgin desires to nominate a person or persons to said Board.

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

Section 1. Findings. The following recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes as findings of fact.

Section 2. Nominations for TCAD Board of Directors. The Mayor and City Council do hereby nominate the following person or persons for a position on the Board of Directors of the Travis Central Appraisal District.

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

Section 6. This Resolution shall take effect immediately upon passage.

PASSED AND ADOPTED this 10th day of October, 2023

THERESA Y. MCSHAN, Mayor
City of Elgin, Texas

ATTEST:

JENNIFER STUBBS, City Secretary

received
9/20/23

TRAVIS CENTRAL APPRAISAL DISTRICT

BOARD OFFICERS

JAMES VALADEZ
CHAIRPERSON
THERESA BASTIAN
VICE CHAIRPERSON
NICOLE CONLEY
SECRETARY/TREASURER



MARYA CRIGLER
CHIEF APPRAISER

BOARD MEMBERS

TOM BUCKLE
DEBORAH CARTWRIGHT
DR OSEZUE EHIYAMEN
BRUCE ELFANT
VIVEK KULKARNI
ELIZABETH MONTOYA
BLANCA ZAMORA-GARCIA

THE HONORABLE THERESA Y McSHAN, MAYOR
CITY OF ELGIN
310 N MAIN ST
P O BOX 591
ELGIN, TX 78621

September 18, 2023

The term of your current member of the Board of Directors of the Travis Central Appraisal District **ELIZABETH MONTOYA** will expire this year. Accordingly, the election of a member to the Board must be conducted this fall to select the person who will serve in that capacity for the term beginning January 1, 2024 to December 31, 2024.

To be eligible to serve on the Board of Directors, an individual must be a resident of Travis County and must have resided in the District for at least two years immediately preceding the date he or she takes office. An elected official may be a member of the Board; however, an employee of a taxing jurisdiction may not be a member unless they are also an elected official.

Your jurisdiction is defined to be in the eastern part of the County and eligible to vote. A complete list of those jurisdictions is enclosed. Should you desire to make a nomination to the Board, you must deliver the name of the nominee to the Chief Appraiser in the form of a resolution on or before October 31, 2023.

After nominations have been submitted, on or before November 7, 2023, the Chief Appraiser will prepare a ballot listing all the candidates nominated and deliver a copy of such ballot to the presiding officer of the governing body of each city and school district in eastern Travis County. The ballot must be returned to the Chief Appraiser by December 15, 2023.

On or before December 21, 2023, the Chief Appraiser will count the votes by such cities and school districts, declare the results thereof, and submit the same to the governing bodies of each city and school district, and to each of the candidates nominated by such cities and school districts. In the event of a tie vote, according to the Property Tax Code, it will be resolved by a method of chance by the Chief Appraiser.

If you desire to submit a nomination, please do so by **October 31, 2023 in the form of a resolution to the following address:**

Marya Crigler
Travis Central Appraisal District
P.O. Box 149012
Austin, TX 78714-9012

If you have any questions, please feel free to call me at (512) 834-9317, ext. 337.

Sincerely,
Marya Crigler
Chief Appraiser
Travis Central Appraisal District

Representation	Jurisdiction	Presiding Officer
EAST	CITY OF CREEDMOOR	THE HONORABLE FRAN KLESTINEC
EAST	CITY OF ELGIN	THE HONORABLE THERESA Y McSHAN
EAST	CITY OF MANOR	THE HONORABLE DR. CHRISTOPHER HARVEY
EAST	CITY OF MUSTANG RIDGE	THE HONORABLE DAVID BUNN
EAST	CITY OF PFLUGERVILLE	THE HONORABLE VICTOR GONZALES
EAST	CITY OF ROUND ROCK	THE HONORABLE CRAIG MORGAN
EAST	COUPLAND ISD	CRYSTAL WARD
EAST	DEL VALLE ISD	REBECCA A. BIRCH
EAST	ELGIN ISD	BYRON MITCHELL
EAST	MANOR ISD	MONIQUE CELEDON
EAST	PFLUGERVILLE ISD	RENAE MITCHELL
EAST	ROUND ROCK ISD	AMBER FELLER
EAST	VILLAGE OF SAN LEANNA	THE HONORABLE MOLLY QUIRK
EAST	VILLAGE OF WEBBERVILLE	THE HONORABLE HECTOR GONZALES
EAST	CITY OF CREEDMOOR	THE HONORABLE FRAN KLESTINEC
EAST	CITY OF ELGIN	THE HONORABLE THERESA Y McSHAN
EAST	CITY OF MANOR	THE HONORABLE DR. CHRISTOPHER HARVEY
EAST	CITY OF MUSTANG RIDGE	THE HONORABLE DAVID BUNN
EAST	CITY OF PFLUGERVILLE	THE HONORABLE VICTOR GONZALES