AGENDA
ELGIN CITY COUNCIL
REGULAR MEETING
TUESDAY, MAY 2, 2017
CITY ANNEX COUNCIL CHAMBERS, 310 NORTH MAIN STREET
7:00 PM

I. **CALL TO ORDER**

II. **ROLL CALL**

III. **INVOCATION**

IV. **PLEDGE OF ALLEGIANCE**

Recess REGULAR MEETING and call to order PUBLIC HEARING

V. **PUBLIC HEARING**

None

Close PUBLIC HEARING and Reconvene REGULAR MEETING

VI. **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.

VII. **PRESENTATIONS**

1. A Proclamation declaring June 10, 2017 as Juneteenth day in the City of Elgin.
2. A Proclamation declaring the week of May 1-5, 2017 as Air Quality Awareness Week in Elgin.
3. A Proclamation declaring May as National Historic Preservation Awareness Month in Elgin.
4. Proclamation recognizing Camp Swift for 75 years of service to our community.
5. Employee of the First Quarter 2017
6. Introduction of new City Employees - Elgin Police Department: Alana Benner and Paul Williams

7. Official swearing in of new EPD Patrol Officer Paul Williams.

VIII. CITY MANAGER'S REPORT

1. Presentation of Proposed City of Elgin 2017 Five-Year Capital Program
2. FY2017-18 Annual Budget Adoption Calendar
3. Monthly Departmental Activity Reports - March

IX. 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. City Council Meeting Minutes - April 4, 2017
2. Approval of street closure for Juneteenth Festival Street Dance Friday, June 9, 2017 from 4 p.m. to midnight on Depot Street from Main Street to Avenue C.
3. Approval of waiving open container ordinance for the Juneteenth Festival Street Dance on Friday, June 9 from 6 p.m. to midnight and on Saturday, June 10 from 8 a.m. to 6 p.m. for the Juneteenth Festival on Depot Street from Main Street to Avenue C and in Veterans Memorial Park.
4. Approval of street closures for Juneteenth Festival Parade Saturday, June 10, 2017 from 9 a.m. to noon.
5. Approval of waiving the open container ordinance for the Western Days Festival on Friday, June 23 from 4 p.m. to 12:15 a.m. and on Saturday, June 24 from 8 a.m. to 8 p.m. in Elgin Memorial Park.
6. Approval of street closures for the Western Days Festival Parade on Saturday, June 24, 2017 from 8 a.m. to noon.

X. UNFINISHED BUSINESS

1. Consideration of a request by Elgin Masonic Lodge #328 to conduct a cornerstone leveling ceremony at the new City Recreation Center

XI. NEW BUSINESS

1. AN ORDINANCE ANNEXING ADJACENT AND CONTIGUOUS TERRITORY TO THE CITY OF ELGIN, TEXAS, TO WIT: 105.254 ACRES OF LAND, SITUATED IN THE HENRY MARTIN SURVEY NO. 65, IN TRAVIS 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.

2. 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.

XII. **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.

1. Adjourn into Executive Session pursuant to (1) Section §551.072 Deliberations about Real Property: to receive a staff briefing and deliberate the purchase, exchange, lease, or value of certain real property located on Highway 290; and (2) Section § 551.087 Deliberation Regarding Economic Development Negotiations: to deliberate the offer of a financial or other incentive to a business prospect

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

RECONVENE

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

XIV. **ANNOUNCEMENTS**

XV. **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, Amelia Sanchez, 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 Friday, April 28, 2017 prior to 7:00 pm in accordance with Chapter 551 of the Texas Government Code.

Amelia Sanchez

Amelia Sanchez, City Secretary

ELGIN CITY COUNCIL MEETING
AGENDA ITEM EXECUTIVE SUMMARY

ITEM:
A Proclamation declaring June 10, 2017 as Juneteenth day in the City of Elgin.

DEPARTMENT:
Community Development

PROPOSED ACTION:
Consideration of the proclamation as presented .

BACKGROUND:
The City of Elgin has celebrated Juneteenth on the second weekend of June for the past eighteen years. The Elgin Juneteenth Organization desires to continue the observance and commemoration of Emancipation Day by joining with the City on this Anniversary of the Emancipation message reaching Texas. The proclamation recognizes this community event and serves to increase awareness of the annual Juneteenth celebration.

BUDGET/FINANCIAL IMPACT:
Funding for this item was ○ included ○ not included in the current-year budget ◉ N/A

RECOMMENDATION:
Approval of the proclamation declaring June 10, 2017 as Juneteenth day in the City of Elgin

ATTACHMENTS:
Juneteenth 2017 Proclamation

○ **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.

P R O C L A M A T I O N

WHEREAS, the Emancipation Proclamation was signed into law by President Abraham Lincoln on January 1, 1863; and,

WHEREAS, Texans did not receive word of this proclamation until June 19, 1865, when Major Gordon Granger sailed into Galveston and issued a general order declaring that "in accordance with a proclamation from the Executive of the United States, all slaves are free"; and

WHEREAS, this year the Elgin Juneteenth Parade will be held on Saturday, June 10th in conjunction with a variety of other events in historic downtown Elgin; and

WHEREAS, the Elgin Juneteenth Organization desires to continue the observance and commemoration of Emancipation Day in Elgin, Texas by joining with the City of Elgin for the 18th Anniversary of the Emancipation message reaching Texas; and

WHEREAS, the 2017 National Theme for Juneteenth is:

"Together we will see Juneteenth Independence Day become a National Holiday in America!"

WHEREAS, the 2017 Theme in Elgin, Texas is:

"Let's Put Unity Back Into Community"

NOW, THEREFORE, I, Chris Cannon, Mayor of the City of Elgin, Bastrop County, Texas proclaim June 10th, 2017 as

JUNETEENTH DAY in ELGIN

And urge all citizens to participate in the observance of Juneteenth by participating in the annual Juneteenth parade and other festivities celebrating the proud heritage of African Americans.

IN WITNESS WHEREOF, I have set my hand and caused the seal of the City of Elgin, Texas to be affixed this 2nd day of May 2017

_____

Chris Cannon, Mayor

ELGIN CITY COUNCIL MEETING
AGENDA ITEM EXECUTIVE SUMMARY

ITEM:
A Proclamation declaring the week of May 1-5, 2017 as Air Quality Awareness Week in Elgin.

DEPARTMENT:
Community Development

PROPOSED ACTION:
Consideration of the proclamation as requested.

BACKGROUND:
The City of Elgin is a member of the Central Texas Clean Air Coalition of the Capital Area Council of Governments (CAPCOG). The requested proclamation is part of an effort to increase public awareness of regional air quality and actions individuals and employers can take to positively impact air quality locally.

BUDGET/FINANCIAL IMPACT:
Funding for this item was ○ included ○ not included in the current-year budget ◉ N/A

RECOMMENDATION:
Approval of the proclamation as presented.

ATTACHMENTS:
Clean Air Week Proclamation

○ 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.

PROCLAMATION

Air Quality Awareness Week
May 1 – 5, 2017

WHEREAS, air pollution can threaten our environment, economy, and the health of the residents of the City of Elgin; and

WHEREAS, while air quality is improving in Central Texas, regional air pollution levels were considered "Moderate" or worse on more than a quarter of the days in 2016, according to the national Air Quality Index; and

WHEREAS, children, older adults, people with lung disease, and people with heart disease, make up about two out of every five residents of Central Texas, and are particularly affected by poor air quality; and

WHEREAS, the City of Elgin supports public awareness about the quality of local and regional air quality and steps that members of our community can take to reduce their exposure to air pollution and to reduce the emissions that contribute to poor air quality in the region; and

WHEREAS, the City of Elgin is a member of the Central Texas Clean Air Coalition of the Capital Area Council of Governments (CAPCOG) and supports the Coalition's efforts to promote regional air quality;

NOW THEREFORE , I, Mayor of the City of Elgin, hereby proclaim May 1-May 5, 2017, as Air Quality Awareness Week, and encourage our residents and employees to educate themselves about air quality, including through CAPCOG's Air Central Texas (ACT) website www.aircentraltexas.org, and to promote air quality and air quality awareness within the community.

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Mayor Chris Cannon

ELGIN CITY COUNCIL MEETING
AGENDA ITEM EXECUTIVE SUMMARY

ITEM:
A Proclamation declaring May as National Historic Preservation Awareness Month in Elgin.

DEPARTMENT:
Community Development

PROPOSED ACTION:
Consideration of the proclamation as requested.

BACKGROUND:
Elgin has an active historic preservation program involving many groups and individuals from throughout the community. May is recognized nationally as Historic Preservation month in partnership with the National Trust for Historic Preservation.

BUDGET/FINANCIAL IMPACT:
Funding for this item was ○ included ○ not included in the current-year budget ◉ N/A

RECOMMENDATION:
Approval of the proclamation as presented.

ATTACHMENTS:
Historic Preservation Month 2017

○ 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.

National Historic Preservation Month Proclamation

WHEREAS, historic preservation is an effective tool for communities across the nation, for managing growth and sustainable development, revitalizing neighborhoods, fostering local pride and maintaining community character while enhancing livability; 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, Small Business Saturday, Home for the Holidays, Holiday by the Tracks, Local Lore, Art Studio Tour, Sip Shop & Stroll, 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, 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 27 years as a Texas Main Street City with more than $17 million in public & private sector reinvestment, 14,000 volunteer hours, including in 2015-2016 seven buildings restored with 30,000 sq.ft., 12 new businesses, and 24 new loft apartments downtown, and

WHEREAS, Elgin 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 2017 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.

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Chris Cannon, Mayor

ELGIN CITY COUNCIL MEETING
AGENDA ITEM EXECUTIVE SUMMARY

ITEM:
Proclamation recognizing Camp Swift for 75 years of service to our community.

DEPARTMENT:
Community Development

PROPOSED ACTION:
Consideration of the proclamation as requested.

BACKGROUND:
Over the past 75 years, Camp Swift has figured prominently in relationship to the Elgin community, especially in WWII when soldiers enjoyed leave in Elgin and families hosted soldiers families at their homes. Today Camp Swift is an active training base and soldiers continue to enjoy Elgin when off duty.

BUDGET/FINANCIAL IMPACT:
Funding for this item was ○ included ○ not included in the current-year budget ◉ N/A

RECOMMENDATION:
Consideration of the proclamation as presented.

ATTACHMENTS:
Camp Swift Proclamation

○ 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.

Proclamation
Recognizing Camp Swift for 75 years of outstanding service to our community.

Whereas, following the attack on Pearl Harbor the need to prepare Soldiers for World War II resulted in the establishment of Camp Swift in 1942. Construction began in February of 1942 and on May 4, 1942, the United States Flag was raised over Camp Swift, Bastrop, Texas; and

Whereas, the base was named in honor of Major General Eben Swift, who served a long and illustrious career in the United States Military from 1876 to1920; and

Whereas, as one of the largest training sites in Texas, Camp Swift included over 2700 buildings, 40 miles of road, and had a population between 40,000 to 70,000 soldiers at any given time; and

Whereas, Camp Swift was also home of a detention center for German prisoners of war during World War II; and

Whereas, with the end of the war, Camp Swift became surplus and most of its 37,000 acres were sold to private interests, as well as the buildings, including the gymnasium which was relocated to Whitney, Texas and is still in use by the school district today; and

Whereas, present day Camp Swift consists of approximately 11,800 acres and is now used by the Texas Military Department and is the largest and busiest National Guard Training Center in the state;

Now, Therefore I, Mayor of the City of Elgin, do recognize Camp Swift for 75 years of outstanding service to Elgin, Bastrop County and the United States of America.

_____

Chris Cannon, Mayor

ELGIN CITY COUNCIL MEETING
AGENDA ITEM EXECUTIVE SUMMARY

ITEM:
Employee of the First Quarter 2017

DEPARTMENT:
Administration

PROPOSED ACTION:
No action required, informational only.

BACKGROUND:
The Employee Recognition Committee has selected Dodie Navejas as Employee of the 2nd Quarter of FY 2017 for the months of January, February, and March 2017.

BUDGET/FINANCIAL IMPACT:
Funding for this item was ○ included ○ not included in the current-year budget ◉ N/A

RECOMMENDATION:
The Employee Recognition Committee congratulates Dodie for her nominations and recognition.

ATTACHMENTS:
Employee of the Second Quarter 2017

○ 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.

May 2, 2017

Dear Dodie Navejas,

Congratulations! You have been selected as the Employee of the Quarter for the Second Quarter of 2017. The Employee Awards Committee selected you for the following reasons.

> "I am nominating Dodie because she always is willing to help a customer in a bind and she is always willing to help out around the office. She has a big heart & I believe she should be recognized."

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 2nd at 7 pm where Mayor Chris Cannon 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,

Tom Mattis
City Manager

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

ELGIN CITY COUNCIL MEETING
AGENDA ITEM EXECUTIVE SUMMARY

ITEM:
Introduction of new City Employees - Elgin Police Department: Alana Benner and Paul Williams

DEPARTMENT: Police

PROPOSED ACTION:
Introduce and welcome new Elgin Police Department employees Alana Benner in Communications and Paul Williams in Patrol.

BACKGROUND:
Alana Benner has been hired to be a Telecommunications Operator. She is currently in training for the position and doing well.

Paul Williams has been hired as a Patrol Officer. He comes from Mission, Texas with around 6 years of experience and is doing well in his field training program.

BUDGET/FINANCIAL IMPACT:
Funding for this item was ◉ included ○ not included in the current-year budget ○ N/A

RECOMMENDATION:
Welcome new employees to Police Department.

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:
Official swearing in of new EPD Patrol Officer Paul Williams.

DEPARTMENT: Police

PROPOSED ACTION:
Swearing in of Officer Paul Williams as a Patrol Officer for the City of Elgin.

BACKGROUND:
Paul Williams has been hired as a Patrol Officer and this is his official swearing in before Council.

BUDGET/FINANCIAL IMPACT:
Funding for this item was ○ included ○ not included in the current-year budget ◉ N/A

RECOMMENDATION:
N/A

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:
Presentation of Proposed City of Elgin 2017 Five-Year Capital Program

DEPARTMENT:
Administration

PROPOSED ACTION:
Presentation of the City of Elgin 2017 Five-Year Capital Program (5YRCP) as recommended by the City Manager. This item is only for review and presentation of the proposed 5YRCP. *The proposed 2017 5YRCP document will be presented at the meeting and is not included with the meeting packet*.

BACKGROUND:
As part of the City's commitment to maintaining a strategic long-term financial plan for appropriate future capital investment in city-owned assets and operations, the Five-Year Capital Program (5YRCP) is a comprehensive document describing all currently proposed capital projects for all city departments for each of the next five years ensuing. The 5YRCP will not only provide staff with the opportunity to look beyond the standard 12-month governmental funding cycle, it will provide the City Council/administration with information necessary to achieve effective long-term financial planning – while also providing the general public with an outlook on plans for future investment in city facilities and services.

The City has previously not maintained a five-year capital program for all departments and service areas; and this was a material weakness identified by the bond rating agencies as part of the City's most recent debt issuance.

BUDGET/FINANCIAL IMPACT:
Funding for this item was ○ included ○ not included in the current-year budget ◉ N/A

RECOMMENDATION:

Review and discussion of the City of Elgin 2017 Five-Year Capital Program as presented. No Council action is requested or recommended on this item at this time. The 5YRCP will ultimately be presented for formal adoption by Council Resolution at a future meeting; but not until such time as Council has completed its own review and consideration of the 5YRCP.

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:
FY2017-18 Annual Budget Adoption Calendar

DEPARTMENT: Administration

PROPOSED ACTION:
Review and consideration of FY2017-18 Annual Budget Adoption Calendar

BACKGROUND:
This item is for general review and discussion of the currently-planned development schedule for consideration, approval, and adoption of the Annual Budget for all city funds for the next fiscal year, which begins October 1, 2017.

BUDGET/FINANCIAL IMPACT:
Funding for this item was ○ included ○ not included in the current-year budget ◉ N/A

RECOMMENDATION:
Consideration of FY17-18 Budget Adoption Calendar as presented

ATTACHMENTS:
Staff memorandum

○ 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.

Memorandum

Date: April 24, 2017

To: Mayor and City Council
Department Heads

Subject: Calendar for Formulation and Adoption of FY2017-18 Annual Operating Budget and Five-Year Capital Plan

Following is a projected schedule relating to the development and formal adoption of the *2017 Five-Year Capital Plan* and the *FY2017-18 Annual Operating Budget* for the City of Elgin in accordance with the City Charter and applicable state law:

APRIL

Thursday, April 20, 2017.……..Briefing of departmental staff by Director of Finance on the budget development process and new automated system for submission of budget requests

Friday, April 21, 2017…….Deadline for submission of departmental requests for inclusion in the Proposed *2017 Five-Year Capital Plan*

MAY

Tuesday, May 2, 2017……..…..…...**Presentation of Proposed 2017 Five-Year Capital Plan to Mayor and City Council by City Manager**
(Regular Council Meeting)

Tuesday, May 16, 2017.....……....City Council 5YRCP Review/ Work Session *(tentative*)*
(Special Called Meeting)

Wednesday, May 31, 2017…….Deadline for submission of all departmental requests for funding within the Proposed *FY2017-18 Annual Operating Budget*

JUNE

Tuesday, June 6, 2017.……..... Public Hearing on Proposed *2017 Five Year Capital Plan*
(Regular Council Meeting)
…….……City Council Resolution formally adopting the 2017 Five-Year Capital Plan

Monday, June 12 through
Friday, July 14, 2017……..…….....Review and consideration of departmental budget requests by City Manager, Director of Finance, and applicable Department Heads (as needed)

AUGUST

Tuesday, August 1, 2017……....**Presentation of Proposed FY2017-18 Annual Operating Budget to Mayor & City Council by City Manager**
(Regular Council Meeting)

AUGUST (continued)

Wednesday, August 2, 2017……Publish General Budget Summary and Notice of Public Hearing on Proposed Budget on August 22

Tuesday, August 8, 2017…..……...Council Budget Review/Work Session *(tentative*)*

Wednesday, August 9, 2017……Publish Effective Property Tax Rate & Rollback Calculation

Tuesday, August 15, 2017…..…….....Council Budget Review/ Work Session *(tentative*)*

Tuesday, August 22, 2017…….....Public Hearing on Proposed FY2017-18 Annual Budget

(Special Called Meeting)…...…...**First Reading** of Appropriations Ordinance Adopting FY2017-18 Annual Operating Budget

Tuesday, August 29, 2017…..……...Council Budget Review/ Work Session *(tentative*)*

SEPTEMBER

Tuesday, September 5, 2017.……...**Second Reading** of Appropriations Ordinance and Final
(Regular Council Meeting) Adoption of FY2017-18 Annual Operating Budget

……Second Public Hearing on Proposed Budget *(if desired*)*

Wednesday, September 27, 2017…....Deadline established by City Charter for final adoption of FY2017-18 Annual Operating Budget
("The budget shall be finally adopted not later than three {3} calendar days prior to the end of the fiscal year")

Sunday, October 1, 2017……..…….....Beginning of FY2017-18 Fiscal Year

Please let me know at your earliest convenience if you have any comments or questions; or require additional information regarding the budget development process.

Thomas L. Mattis
City Manager

***Tentative dates for Council Budget Work Sessions. Actual number and schedule for work sessions to be determined by City Council.**

ELGIN CITY COUNCIL MEETING
AGENDA ITEM EXECUTIVE SUMMARY

ITEM:
Monthly Departmental Activity Reports - March

DEPARTMENT:
Administration

PROPOSED ACTION:
Department reports are informational only for City Council and no action is required.

BACKGROUND:
Routine Monthly Reports.

BUDGET/FINANCIAL IMPACT:
Funding for this item was ○ included ○ not included in the current-year budget ◉ N/A

RECOMMENDATION:
No action is required.

ATTACHMENTS:
Municipal Court Report - March
Library - March
Public Works Report - March
Parks Department Report - March
Mainstreet Report - March
Community Development Report -
WaterTreatment Department - March
Utility Biling - March

○ **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.

OFFICE OF COURT ADMINISTRATION

TEXAS JUDICIAL COUNCIL

OFFICIAL MUNICIPAL COURT MONTHLY REPORT

Month March Year 2017

Municipal Court for the City CITY OF ELGIN

Presiding Judge Amanda Carter

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 12, 2017 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
78711-2066

PHONE: (512) 463-1625
FAX: (512) 936-2423

CRIMINAL SECTION

City of CITY OF ELGIN
Month March Year 2017

	Traffic Misdemeanors			Non-Traffic Misdemeanors		
	Non-Parking	Parking	City Ordinance	Penal Code	Other State Law	City Ordinance
1. Total Cases Pending First of Month:	13,086	13	0	0	2,589	23
a. Active Cases	9,011	11	0	0	1,252	7
b. Inactive Cases	4,075	2	0	0	1,337	16
2. New Cases Filed	215	0	0	0	74	1
3. Cases Reactivated	87	0	0	0	34	0
4. All Other Cases Added	0	0	0	0	0	0
5. Total Cases on Docket	9,313	11	0	0	1,360	8
6. Dispositions Prior to Court Appearance or Trial						
a. Uncontested Dispositions	166	0	0	0	46	1
b. Dismissed by Prosecution	6	0	0	0	5	1
7. Dispositions at Trial:						
a: Convictions						
1) Guilty Plea or Nolo Contendere	31	0	0	0	24	0
2) By the Court	1	0	0	0	0	0
3) By the Jury	0	0	0	0	0	0
b: Acquittals:						
1) By the Court	0	0	0	0	0	0
2) By the Jury	0	0	0	0	0	0
c. Dismissed by Prosecution	0	0	0	0	2	0
8. Compliance Dismissals:						
a: After Driver Safety Course	25					
b: After Deferred Disposition	4	0	0	0	2	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	0					
g: All Other Transportation Code Dismissals	0	0	0	0	0	0
9. All Other Dispositions	10	0	0	0	2	0
10. Total Cases Disposed	243	0	0	0	81	2
11. Cases Placed On Inactive Status	81	0	0	0	49	0
12. Total Cases Pending End of Month:	13,058	13	0	0	2,582	22
a: Active Cases	8,989	11	0	0	1,230	6
b: Inactive Cases	4,069	2	0	0	1,352	16
13. Show Cause Hearings Held	1	0	0	0	2	0
14. Cases Appealed:						
a: After Trial	0	0	0	0	0	0
b: Without Trial	0	0	0	0	0	0

JUVENILE / MINOR ACTIVITY

Court CITY OF ELGIN Month March Year 2017	TOTAL
1. Transportation Code Cases Filed	3
2. Non-Driving Alcoholic Beverage Code Cases Filed	0
3. Driving Under the Influence of Alcohol Cases Filed	0
4. Drug Paraphernalia Cases Filed	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	1
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 Month March Year 2017	Number Given	Number Requests For Counsel
1. Magistrate Warnings: a. Class C Misdemeanors	41	
b. Class A and B Misdemeanors	27	22
c. Felonies	13	10
		TOTAL
2. Arrest Warrants Issued: a. Class C Misdemeanors		130
b. Class A and B Misdemeanors		1
c. Felonies		4
3. Capiases Pro Fine Issued		57
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		1
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		2
15. Cases in Which Fine and Court Costs Satisfied by Jail Credit		18
16. Cases in Which Fine and Court Costs Waived for Indigency		0
17. Amount of Fines and Court Costs Waived for Indigency		$0.00
18. Fines, Court Costs and Other Amounts Collected: a. Kept by City		$57,690.81
b. Remitted to State		$27,776.07
c. Total		$85,466.88

Library Report to the City - March 2017

Building: The kitchen floor in the Civic Center was waxed.

Circulation was up 8% with the collection 497 items larger.

Friends of the Elgin Library had a very well attended Literary Event with Margie Crisp and Bill Montgomery's book Nueces River, Rio Escondido.

Melinda Torres is finishing up the Ladd and Katherine Hancher Grant for the children's area. Computer desks are the remaining purchase.

Programs for Spring Break were well attended with 66 attendees for the movie day. Nine people tie-dyed on the adult craft day. The Travel Club had 15 attendees about the trip to Ireland.

Staff level is full with the hiring of Heather Fowler as the circulation clerk. We are happy to have Heather on staff. Judy Maiewski will retire at the end of April.

The Zerox copier continued to jam. We have requested a replacement.

We have eight regular volunteers that are steadily here each week except when they go on vacation. Some are at the circulation desk or working on programming. Some are working in the stacks: culling, inventorying, straightening up, doing displays and reading the shelves.

Categories	Units	Mar. '16	Mar. '17	Fiscal YTD '16	Fiscal YTD '17
Total Circulation		6,679	7,204	41,284	37,331
+ or - Same month previous year	Percent		8%+		
Additions					
Interlibrary Loans/ rec & send	Each	0	31	5	144
New Patrons	Each	73	64	443	402
Collection					
Items Added	Each	144	276	2,830	1,521
Items Withdrawn	Each	164	148	1,229	1,213
Total Collection	Each	39,321	19,818	39,321	39,818
General Statistics					
Gate Count	Each	4,336	4,272	23,712	23,698
Hours Open	Hours	172	185	973	971
Library Tours	Each	2	0	2	2
Program Visitors	Each	646	394	3,001	2,593
Public Computer Use	Hours	838	434	3,727	2,493
Patrons using computers	Each	1,354	727	5,485	3,865
Wifi Patron Use		N/A	1,658	N/A	8,765
Volunteer Hours	Each	168	142	718	962
Receipts					
		$3,618	$1,596	$10,010	$5,873
Civic Center Use					
City	Each	3	5	15	24
Library	Each	10	24	66	121
Public Rental	Each	2	8	20	12
Other - not for profit	Each	5	2	60	31
Total Civic Center Use		20	39	161	188

Public Works – March - 2017

Right of Way and Easement mowing and maintenance:

Right of way shredding, mowing, weed eating and maintenance is ongoing

Sign replacement:

Stop sign and street sign were replaced Plum Drive at Old McDade Road (hit by car)
Repaired pole and speed limit sign on Zaragoza (hit)
Installed No Outlet on Jim Dandy

Permanent Street, utility cut repairs, pot hole repairs:

Multiple street repairs were completed:
Williams Street
(3) locations on Madison Street
Brown Street
Church Street
Van Buren Street
Robin Street
Louise Street
West 11th Street
South Avenue B
East Alamo Street
Numerous pot hole repairs were completed around town.

Crack Seal

West 10th Street between North Main Street and North Avenue C
Martin Luther King Boulevard
Houston Street
Carver Street
West Alamo Street
East Alamo Street
Lark Street
Robin Street
West 10th between Lark Street and West 2nd Street

Curb, Gutters, Drains, and Ditch Cleaning

Patched curbs on North Avenue C and West 3rd Street
Cleaned curb and gutters on Carver Street
Cleaned curb and gutters on East Alamo Street

Litter Control

Downtown area continues weekly

Trees and Brush:

Removed fallen limbs around town from high winds
Removed 3 trees in alley between East 10th Street and East 11th Street
Removed tree stump West Alamo Street
Removed fallen limb East 2nd Street
Removed fallen tree Maple Lane
Removed fallen tree Houston Street
Removed fallen tree East 2nd Street
Removed fallen limb North Main Street
Trimmed low hanging limbs Hall Street and Martin Luther King Boulevard
Trimmed low hanging limbs East 1st Street and North Avenue G

Miscellaneous:

Repaired Banners Down Town
Repaired driveway Zaragoza Street
Delivered and picked up crack seal machine from shop (San Antonio)
Delivered emergency roll-up stop signs to PD
Delivered and removed barricades to Museum
Watered plants on Main Street

Call-In

Fallen tree South Avenue C

2015-2016 Drainage Project - Proposal 1:

Work continues with forming, steel placement, and concrete pouring

TxDoT S.H.-95 North Project:

Work continues

TxDoT U.S. 290 Illumination Project:

Project continues with pedestal installation, light pole and light installation

Acknowledgments and Notices:

(1) Position open, advertised TML, City Website, and Elgin Courier March 1st and 8th Equipment Operator II
(1) Employee out on FMLA

Joe Parten
Director, Public Works
City of Elgin

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

March 2017 Parks Report.

Spring Break Recap: We had a great turn out for Spring Break activities This participation was in part due to our better promotion and advertising. Having a program guide to hand out to families has been a tremendous help. Our social media presence has also been a big part of getting more families to participate in the great programs we have to offer. We are looking forward to having an even greater impact with programming next year.

Elgin Memorial Park Multi Sport Courts: The Multi Sport Courts (Tennis and Basketball Courts) have been getting significant use since being resurfaced. Park users have seen the courts used every evening since they have been opened. This was a great project and it is the perfect example of public private partnership to enhance park features. We are truly grateful for Frontier banks commitment to helping the parks with this project.

Ground Breaking for Elgin Recreation Center: we are preparing for the Elgin recreation Center Ground breaking. We are inviting the various groups that have taken part in getting this project to Elgin. Currently the ground breaking is scheduled for Thursday April 13th. Design and contract forms continue to move on at the required pace, but this ground breaking will be a significant and visible first step to the building project. We are excited to move forward and see the work site take shape.

Goals for <u>April 2017</u>

- Train and hire lifeguards
- Elgin Recreation Center ground breaking
- Plan for Earth Day event

Park Activity Summary	March 2017
Facility	Number of uses
Park/ Pavilion Rental	11
Ball Field Rental	54
Fleming Community Center	33
Deposits	$837.00

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 2017 _____
DATE SUBMITTED: __4-7-2017_____

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 23, 2017	Board retreat– targeted work on the goals for the next three years. Completed a SWOT, seven goals including to broaden the perception of what is considered downtown, to develop and fund downtown central park, to develop a parking plan, to develop and implement a communications plan, to develop volunteers, to facilitate business to business partnerships & collaborations, to increase revenues of the Hogeye festival while maintaining its family appeal. Plan to be reviewed and finalized in April. Plans for art studio tour continuing, business training classes set for March and April – Facebook, Instagram and Guerilla marketing. sip shop and stroll planning monthly for this continuing event, plans finalized for local lore on April 1.

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

Meeting Dates:	Update on projects or activities
March 31, 2017	Meet your neighbor / networking event held March 21 had more attendance, April to be at Elgin Courier, May at Cannon Insurance services. Added a networking activity and door prize. Completed all editorial for the spring issue of Downtown 78621, completed editing of the spring issue.

PROMOTION:

Meeting Dates:	
March 9, 2017	Marketing for the music series on Fridays in April. Elgin Art studio tour set for May 20-21 – significantly more artists and locations participating than in the past. Continuing sip shop and stroll every 2nd Thursday, Theme for Sip Shop and stroll in March was live music and we had great attendance. Local Lore, Elgin's History Adventure will have a new landmark tour this year, plus dress up in period style clothing for the kids,

	vintage clothing displays, and rag doll making in addition to exhibits, museum and other activities.

DESIGN:

	Did not meet in March

ECONOMIC RESTRUCTURING:

Meeting Dates:	Update on projects or activities
March 14, 2017	Met with Public relations consultant and reviewed key statements for promoting Elgin. Finalized plans and marketing for business training classes with consultant Katy Gassaway. – Instagram, Hands on Facebook, Guerrilla Marketing March 29, April 5 and April 12. The March 29 class was well attended and very interactive. lease space available at 116 Depot Street, and 30 North Main. Properties for sale: 14 N Main, 113 Central Avenue, 109 North Main and 112 East 2nd Street went on the market with a realtor too. Working with owners on renovation plans, reviews, and lease recruitment.

2. Program Commentary *(list critical issues, problems, and successes/completed projects of the past month):*
   Renovation underway on 30 North Main, 103 North Main Street.
   Renovation plans pending submission to the city for 111 South Avenue C. 109 South Avenue C has a permit but work has not begun.

3. Outlook. *Goals and challenges; plans for upcoming major projects such as public improvements etc.:*
   Small group, Ed, Renee and Joe will work with Amy to finalize a strategic plan for the April meeting.

4. Suggestions for Texas Main Street Center *(list suggestions on services or training topics; new resources; questions):*

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.*

Meet your Neighbor Downtown Connection April 10
Sip Shop and Stroll April 13
Local Lore, Elgin's History Adventure April 1
Music Series April 7, 14, 21, 28 8 pm Veterans Memorial Park
Thursday, April 20-Taste the Town with Elgin Drive a Senior
Art Studio Tour May 20-21

Email to: mainstreet-reports@thc.state.tx.us

MEMORANDUM

To: Tom Mattis, City Manager
From: Amy Miller, Community Development Director
Date: April 7, 2017
RE: Community Development Department Report March, 2017

Completed the final documentation for the TCF downtown Sidewalk project. Met with TXDOT Bastrop Office about the FM 1100 TAP sidewalk project, completing design plans in early May, and discussed the engineering plans for FM 1100. The Historic Review board approved façade applications for 109 East First Street, 30 North Main, repairs for 109 North Main, and began a discussion of paving material options for the downtown district. The Community Clean up held March 25 was well attended including families, high school students, and volunteers from Keep Bastrop County Beautiful. Working with the Main Street Board on a three year strategic plan.

Projects

- Continued planning the Elgin Art Studio Tour May 20-21 with Barry Perez and Molly Alexander.
- Completed TCF sidewalk project, close out paperwork.
- FM 1100 design project – follow up with TXDOT Bastrop office.
- TAP FM 1100 & County Line Road Sidewalk project, under design with TRC.
- Safe Routes Walk or Bike to school days for March 3 had good participation, next ones are April 7 and May 5.
- March 29 Take your Business to the next level on Facebook was well attended. April 5 is Instagram for businesses and April 12 Guerrilla marketing class with Google Business pages, Yelp and creative marketing.
- Working with American Legion and VFW on Veterans Appreciation parade set for November 4.
- Developed five year Capital Improvement Plan projects.
- Met with potential buyers and realtors for properties downtown.
- Met with property owners about renovation plans and possible tenants.

- Met with business owners seeking lease space.
- Working with EDC and Chamber on a community marketing plan.
- Organized Downtown Connection networking meeting for March at ATX Jerky, April 18 at Elgin Courier and May at Cannon Insurance.
- Working on music, graphic design, and vendor applications for Hogeye Festival.
- City of Elgin E-News
- Facebook Pages: City of Elgin, Visit Elgin, Envision Elgin
- Instagram – visitelgintx
- City website – updates and training.

Boards & Committees, Seminars

Chamber & EISD Career Fair And Business Expo
CAMPO, Transportation Advisory Committee
School Health Advisory Committee for Elgin ISD
Main Street Board
Historic Review Board
Promotion Tourism Committee
Organization Committee
Clean Air Coalition Advisory Committee, CAPCOG

Upcoming Events

Local Lore, Elgin's History Adventure April 1 from 10 am to 5 pm Depot Museum
Elgin Music Series April 7, 14, 21, 28 Friday evenings at Veterans Memorial Park 8 pm
Sip Shop and Stroll April 13 from 5 to 8
Meet your Neighbor Downtown Connection April at Elgin Courier
Taste the Town April 20 with Elgin Drive a Senior 5:30 pm
Sip Shop & Stroll May 11
Elgin Art Studio Tour May 20-21

Monthly Reports March 2017

Department 023 Water Treatment

Well # 10	0 Gallons
Well # 11	0 Gallons
Well # 14	16,355,000 Gallons
Well # 15	15,209,000 Gallons
Water loss due to leaks or flushing	100,000 Gallons
Total Water Pumped	**31,464,000 Gallons**

Chemicals Used

Chlorine	814 Pounds
Seaquest	100 Gallons

Distribution Samples

Bacteriological Samples Taken	11
Average Chlorine Residual	1.75 mg/l
Violations	0

Department 024 Distribution

Line Repairs/New installations

Main Line Breaks	0
Service Line Breaks	6
Miscellaneous Repairs/Complaint Calls	25
New Connections/Taps	1
Installation of New Water Main	0

Department 026 Wastewater

Collections

Backups

Main Lines	3
Service Lines	5
After Hours Call-Outs	5

Line Repairs/New Installations

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

Lift Station Maintenance/Repairs

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

Wastewater Treatment Plant

Maintenance/Repairs

Pumps Pulled	0
Pumps Installed	0
Motors Pulled	0
Motors Installed	0
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	306,100 Gallons
Maximum Daily Flow	821,600 Gallons
Average Daily Flow	609,800 Gallons
Total Monthly Flow	18,903,100 Gallons

Effluent DO (Dissolved Oxygen) Average	7.97
Effluent Chlorine Residual Average	1.93 mg/l
Effluent pH Average	7.33
Total Phosphorus Average	0.103
CBOD (Carbonaceous Biochemical Oxygen Demand) Average	3.98
TSS (Total Suspended Solids) Average	2
Ammonia/Nitrates Average	0.148

Remarks :

UTILITY BILLING REPORT	March 2017	
Billed out	$372,314.82	
Past due notices	683	$80,021.43
Work orders-Cut offs	43	$4,497.26
Disconnected for non pmt	40	
Extension to pay 1st	47	
Extension due for disconnect	1	
Meter tamper fee	0	
After Hour turn on	3	
Accounts set to final	4	for non pmt

METER REPORT		
WORK ORDERS	**COMPLETED**	**INCOMPLETE**
START READ	42	4
FINAL READ	37	0
TRANSFERS / IN AND OUT	10	0
CTO'S / DISCONNECT NON-PMT	47	0
SET METER	3	4
ERT REPLACEMENTS	3	16
METER REPLACEMENTS	55	20
VISUAL READS	18	0
FAILURE TO READ (MOBILE MISS)	65	0
RE READS	21	0
WL / CHECK FOR WATER LEAK	17	3
METERS DATA LOGGED	1	0
MISCELLANEOUS	25	0
TOTAL NUMBER OF WORK ORDERS	**344**	**47**
CURB STOPS		
BROKEN CURB STOPS	0	30
TOTAL NUMBER OF WORK ORDER	**0**	**30**
BULK WATER		
PURCHASES	**14**	
TRIPS/GALLONS	**16/8,400**	
TOTAL COLLECTED	**$41.14**	

Dodie Navejas, Utility Billing Supervisor
Customer Service/A/R Supervisor
310 N. Main Street
512-229-3220 office

ELGIN CITY COUNCIL MEETING
AGENDA ITEM EXECUTIVE SUMMARY

ITEM:
City Council Meeting Minutes - April 4, 2017

DEPARTMENT:
Administration

PROPOSED ACTION:
Approval of April 4, 2017 meeting minutes.

BACKGROUND:

BUDGET/FINANCIAL IMPACT:
Funding for this item was ○ included ○ not included in the current-year budget ◉ N/A

RECOMMENDATION:
Approval of the April 4, 2017 meeting minutes.

ATTACHMENTS:
City Council Meeting Minutes - April 4, 2017

○ 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
TUESDAY, APRIL 4, 2017
CITY ANNEX COUNCIL CHAMBERS, 310 NORTH MAIN STREET

CALL TO ORDER

Mayor Chris Cannon called the meeting to order at 7:01 p.m.

ROLL CALL

Present: Chris Cannon, Mayor
Juan Gonzalez, Mayor Pro Tem
Mary Penson, Council Member
Susie Arreaga, Council Member
Craig Fromme, Council Member
Phillip Thomas, Council Member
Sue Brashar, Council Member
Jessica Bega, Council Member
Neil Beyer, Council Member

Staff: Thomas L. Mattis, City Manager
Chris Bratton, Police Chief
Buck LaQuey, Finance Director
Michael Gonzalez, Parks Director
Doug Prinz, Utilities Director
Amanda Carter, Municipal Judge
Amy Miller, Director Community Development

INVOCATION

Council Member Penson gave the invocation.

PLEDGE OF ALLEGIANCE

Mayor Chris Cannon led the Pledge of Allegiance to the United States and Texas Flags.

PUBLIC COMMENT

None.

PRESENTATIONS

1. Proclamation recognizing April as Fair Housing Month.
2. Introduction of New City Employees: Parks Department
   Danery Pinot – Parks Maintenance and grounds
   John Stabile – Custodian
   Patrick Nicks – Program Coordinator

Mayor Cannon presented a Proclamation recognizing April as Fair Housing month.

Parks Director Michael Gonzalez introduced two new park employees, Patrick Nicks and John Stabile. Danery Pinot was not present.

CITY MANAGER'S REPORT

1. Warrant Round-Up Report – Municipal Judge Amanda Carter
2. Presentation of Proposed City of Elgin 2017 Five-Year Capital Program
3. Special Called Meeting – May 16, 2017
4. Monthly Departmental Activity Reports – February

Judge Amanda Carter stated this was the first year of participation in the state wide warrant round-up. She stated that the goal was to collect the fees owed to the city and not arresting people. Judge Carter thanked the Police Department, court staff, and bailiff for all their hard work and that $23,985.00 had been collected.

City Manager Thomas Mattis stated he did not have the Five-Year Capital Program ready but would possibly at the next meeting. He also mentioned there would be a special called meeting on May 16 to issue certificates of election. He stated that the departmental monthly activity reports were attached.

He also stated that all the issues with the rec center contract had been resolved and that a ground breaking ceremony was tentatively scheduled for next Thursday, April 13. Mr. Mattis stated that the street lights on 290 were starting to go up and expecting for it all to be done by the end of the month.

Mr. Mattis stated that a long time employee of the library, Judy Maiewfki, was retiring after 19 years and that a small reception was being held at the library for her on Saturday. He also informed the Council that Chief Bratton would be retiring at the end of the year after 45 years in law enforcement, and 8 years with Elgin. He stated that a search would begin to find a replacement.

CONSENT AGENDA

1. City Council Meeting Minutes – March 7, 2017

2. A RESOLUTION OF THE CITY OF ELGIN, TEXAS AUTHORIZING THE MAYOR TO EXECUTE AN EMERGENCY WATER INTERCONNECT AGREEMENT BETWEEN THE CITY AND AQUA WATER SUPPLY CORPORATION FOR THE PROVISION OF POTABLE WATER IN THE EVENT OF AN EMERGENCY AND MAKING CERTAIN FINDINGS RELATED THERETO

3. A RESOLUTION OF THE CITY OF ELGIN, TEXAS AUTHORIZING THE MAYOR TO EXECUTE A WHOLESALE WATER SERVICE AGREEMENT BETWEEN THE CITY AND AQUA WATER SUPPLY CORPORATION WITH TERMS AND CONDITIONS FOR THE PROVISION OF WHOLESALE WATER SERVICE TO AQUA WATER SUPPLY CORPORATION AND MAKING CERTAIN FINDINGS RELATED THERETO

4. (*Second Reading)* AN ORDINANCE ACKNOWLEDGING RECEIPT OF "CERTIFICATE OF UNOPPOSED STATUS" PURSUANT TO SECTION 2.052 TEXAS ELECTION CODE; DECLARING UNOPPOSED CANDIDATES TO BE ELECTED TO THEIR RESPECTIVE OFFICES AND CANCELLING THE MAY 6, 2017 GENERAL ELECTION; PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES

5. Consider approving waving the noise ordinance for the Elgin Middle School Relay for Life celebration at the Elgin Middle School track from 6:00 pm Saturday, April 29 to 12:00 am Sunday, April 30, 2017.

Council Member Brashar moved to approve the five Consent Agenda items with corrections to the minutes. Council Member Fromme seconds the motion. Motion carried by unanimous vote, 9 for 0 against.

UNFINISHED BUSINESS

None

NEW BUSINESS

Discussion and action to award a contract to the low bidder, Supak Construction, Inc. in the amount of $374,890.50 for the 2017 Water and Sewer Project and authorize the City Manager to fund the project from the Water and Sewer Impact Fees fund.

Council Member Penson moved to award Supak Construction the contract for the Water and Sewer Project in the amount of $374,890.50 including the 25% for the change order and authorize the City Manager to fund the project from the Water and Sewer Impact Fees fund. Council Member Brashar seconds the motion. Motion carried by unanimous vote, 9 for 0 against.

ANNOUNCEMENTS

Council Member Brashar stated that next month she would miss her first council meeting because she would be out of state for a conference.
Amy Miller announced that there would be music in the park every Friday in April at Veteran's Park and invited everyone to come.
Chief Bratton announced Relay for Life would be held at the Middle school on April 29.

EXECUTIVE SESSION

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

Mayor Cannon recessed the meeting at 7:31 p.m. and called to order the Executive Session at 7:33 p.m.

1. Adjourn into Executive Session pursuant to (1) Section § 551.072 Deliberations about Real Property: to receive a staff briefing and deliberate the purchase, exchange, lease, or value of certain real property located on Highway 290; (2) Section § 551.087 Deliberation Regarding Economic Development Negotiations: to deliberated the offer of a financial or other incentive to a business prospect; and (3) Section § 551.074 Personnel Matters: to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee.

RECONVENE

Mayor Cannon adjourned the Executive Session at 8:53 p.m. and reconvened the Regular Meeting at 8:53 p.m.

ADJOURNMENT

Mayor Cannon adjourned the City Council meeting at 8:54 p.m.

APPROVED

_____
CHRIS CANNON
Mayor, Elgin, Texas

ATTEST:

_____
AMELIA SANCHEZ
City Secretary

ELGIN CITY COUNCIL MEETING
AGENDA ITEM EXECUTIVE SUMMARY

ITEM:
Approval of street closure for Juneteenth Festival Street Dance Friday, June 9, 2017 from 4 p.m. to midnight on Depot Street from Main Street to Avenue C.

DEPARTMENT:
Community Development

PROPOSED ACTION:
Consideration of proposed street closures in support of the Elgin Juneteenth Street Dance.

BACKGROUND:
Juneteenth Festival Committee will host a street dance for the community on Friday, June 9, 2017 on Depot Street from 8pm to midnight.

BUDGET/FINANCIAL IMPACT:
Funding for this item was ○ included ○ not included in the current-year budget ◉ N/A

RECOMMENDATION:
Approval of the street closure of Depot Street from Main Street to Avenue C for the Juneteenth Festival Street Dance on Friday June 9, 2017.

ATTACHMENTS:
Juneteenth Festival 2017

○ **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 JUNETEENTH ORGANIZATION

To: **City Manager - City of Elgin**
Mayor and City Council

From: **Bettye Lofton, President - Elgin Juneteenth Organization**

Re: **Juneteenth Celebration June 9 - 10, 2017**

Date: **April 12, 2017**

Cc: **Chief Chris Bratton**
Amy Miller, Community Development Director

The Elgin Juneteenth Organization has scheduled their 18th annual celebration starting with The annual street dance which will be held on Friday, June 9th from 8:00 pm to 12:00 midnight and the grand parade which will be held on Saturday June 10 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 St. Make a left at West 2nd St. and Main and travel to stop sign at West 2nd St. 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 9th and from 8:00 am until 6:00 pm on Saturday, June 10. We are also asking that the noise ordinance be waived from 8:00 am until 6:00 pm on Saturday, June 10th. No glass containers will be allowed in the area due to the danger of such usage.

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

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.

ELGIN CITY COUNCIL MEETING
AGENDA ITEM EXECUTIVE SUMMARY

ITEM:
Approval of waiving open container ordinance for the Juneteenth Festival Street Dance on Friday, June 9 from 6 p.m. to midnight and on Saturday, June 10 from 8 a.m. to 6 p.m. for the Juneteenth Festival on Depot Street from Main Street to Avenue C and in Veterans Memorial Park.

DEPARTMENT:
Community Development

PROPOSED ACTION:
Consideration of request to waive the open container ordinance for the Juneteenth Festival Street Dance on Friday, June 9 and for the Juneteenth Festival on Saturday, June 10.

BACKGROUND:
The Annual Elgin Juneteenth Street Dance, Parade, and Festival will occur this year on the weekend of June 9th and 10th. As part of this celebration, the Festival Committee will host a street dance and festival in Veterans Memorial Park and on Depot Street; and have requested waiver of open container restrictions in support of same. The festival is free and open to the public. Further details on general event plans are detailed in the attached correspondence.

BUDGET/FINANCIAL IMPACT:
Funding for this item was ○ included ○ not included in the current-year budget ◉ N/A

RECOMMENDATION:
Approval of the requested waiver of open container ordinance for the Juneteenth Festival Street Dance on Friday, June 9 and the Juneteenth Festival on Saturday, June 10 as presented.

ATTACHMENTS:

Juneteenth Festival 2017

○ **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 JUNETEENTH ORGANIZATION

To: **City Manager - City of Elgin**
Mayor and City Council

From: **Bettye Lofton, President - Elgin Juneteenth Organization**

Re: **Juneteenth Celebration June 9 - 10, 2017**

Date: **April 12, 2017**

Cc: **Chief Chris Bratton**
Amy Miller, Community Development Director

The Elgin Juneteenth Organization has scheduled their 18th annual celebration starting with The annual street dance which will be held on Friday, June 9th from 8:00 pm to 12:00 midnight and the grand parade which will be held on Saturday June 10 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 St. Make a left at West 2nd St. and Main and travel to stop sign at West 2nd St. 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 9th and from 8:00 am until 6:00 pm on Saturday, June 10. We are also asking that the noise ordinance be waived from 8:00 am until 6:00 pm on Saturday, June 10th. No glass containers will be allowed in the area due to the danger of such usage.

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

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.

ELGIN CITY COUNCIL MEETING
AGENDA ITEM EXECUTIVE SUMMARY

ITEM:
Approval of street closures for Juneteenth Festival Parade Saturday, June 10, 2017 from 9 a.m. to noon.

DEPARTMENT:
Community Development

PROPOSED ACTION:
Consideration of proposed street closures in support of the Elgin Juneteenth Festival Parade.

BACKGROUND:
The Annual Elgin Juneteenth Festival Parade will be held at 10 a.m. on Saturday, June 10, 2017. In support of the parade, the Elgin Police Department provides the traffic control and city staff implements the street closure plan. This year's 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. The proposal is to close related city streets to accommodate the parade route from 9:00AM to Noon.

BUDGET/FINANCIAL IMPACT:
Funding for this item was ○ included ○ not included in the current-year budget ◉ N/A

RECOMMENDATION:
Approval of the street closures on Saturday, June 10 in support of the Elgin Juneteenth Festival Parade as presented.

ATTACHMENTS:

Juneteenth Festival 2017

○ **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 JUNETEENTH ORGANIZATION

To: **City Manager - City of Elgin**
Mayor and City Council

From: **Bettye Lofton, President - Elgin Juneteenth Organization**

Re: **Juneteenth Celebration June 9 - 10, 2017**

Date: **April 12, 2017**

Cc: **Chief Chris Bratton**
Amy Miller, Community Development Director

The Elgin Juneteenth Organization has scheduled their 18th annual celebration starting with The annual street dance which will be held on Friday, June 9th from 8:00 pm to 12:00 midnight and the grand parade which will be held on Saturday June 10 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 St. Make a left at West 2nd St. and Main and travel to stop sign at West 2nd St. 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 9th and from 8:00 am until 6:00 pm on Saturday, June 10. We are also asking that the noise ordinance be waived from 8:00 am until 6:00 pm on Saturday, June 10th. No glass containers will be allowed in the area due to the danger of such usage.

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

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.

ELGIN CITY COUNCIL MEETING
AGENDA ITEM EXECUTIVE SUMMARY

ITEM:
Approval of waiving the open container ordinance for the Western Days Festival on Friday, June 23 from 4 p.m. to 12:15 a.m. and on Saturday, June 24 from 8 a.m. to 8 p.m. in Elgin Memorial Park.

DEPARTMENT:
Community Development

PROPOSED ACTION:
Consideration of the request for waiver as presented.

BACKGROUND:
The Elgin Chamber of Commerce will host the Annula Western Days Festival the week of June 19 to 24. This community homecoming celebration includes pageant, dance, carnival, grand parade, live music, arts and crafts, tournaments, and class reunions. Consistent with past practice, the Chamber has requested a waiver of open container restrictions in Elgin Memorial Park on Friday June 23 from 4pm to 12:15am and on Saturday 24 from 8am to 8pm in Elgin Memorial Park.

BUDGET/FINANCIAL IMPACT:
Funding for this item was ○ included ○ not included in the current-year budget ◉ N/A

RECOMMENDATION:
Approval of the waiver as requested.

ATTACHMENTS:
Western Days 2017

○ **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
CHAMBER OF COMMERCE
& VISITOR'S CENTER

April 10, 2017

Mr. Tom Mattis
City of Elgin
310 N. Main
Elgin, TX 78621

Dear Tom,

RE: Item for Agenda

The Elgin Chamber of Commerce respectfully request the Elgin City Council consider the following item:

1. Waive the open container ordinance at Memorial Park for the following dates along with the stipulation that there will not be glass containers:
The dates are: June 23, 2017 from 4:00p.m. - 12:15a.m.
June 24, 2017 from 8:00a.m. - 8:00p.m.

2. Request the use and closure of the following streets and related side streets for the parade with a start time of 8:00a.m. and completion by 12:00 noon. The parade follows 11th street turning south onto Main and ending at Main and Alamo, with the floats returning on Avenue C.

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

Sincerely,

Gena Carter
President

P.O. Box 408 • 114 Central Avenue • Elgin, Texas 78621 • 512-285-4515
www.elgintxchamber.com • info@elgintxchamber.com

ELGIN CITY COUNCIL MEETING
AGENDA ITEM EXECUTIVE SUMMARY

ITEM:
Approval of street closures for the Western Days Festival Parade on Saturday, June 24, 2017 from 8 a.m. to noon.

DEPARTMENT:
Community Development

PROPOSED ACTION:
Consideration of certain street closures in support of Western Days as requested..

BACKGROUND:
The Annual Western Days Festival Parade will be held on Saturday, June 24, 2017. The Elgin Police Department provides the traffic control plan and the City of Elgin implements the street closures 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.

BUDGET/FINANCIAL IMPACT:
Funding for this item was ○ included ○ not included in the current-year budget ◉ N/A

RECOMMENDATION:
Approval of the street closures on Saturday, June 24 from 8am to noon as presented.

ATTACHMENTS:
Western Days 2017

○ **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
CHAMBER OF COMMERCE
& VISITOR'S CENTER

April 10, 2017

Mr. Tom Mattis
City of Elgin
310 N. Main
Elgin, TX 78621

Dear Tom,

RE: Item for Agenda

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1. Waive the open container ordinance at Memorial Park for the following dates along with the stipulation that there will not be glass containers:
The dates are: June 23, 2017 from 4:00p.m. - 12:15a.m.
June 24, 2017 from 8:00a.m. - 8:00p.m.

2. Request the use and closure of the following streets and related side streets for the parade with a start time of 8:00a.m. and completion by 12:00 noon. The parade follows 11th street turning south onto Main and ending at Main and Alamo, with the floats returning on Avenue C.

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

Sincerely,

Gena Carter
President

P.O. Box 408 • 114 Central Avenue • Elgin, Texas 78621 • 512-285-4515
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ELGIN CITY COUNCIL MEETING
AGENDA ITEM EXECUTIVE SUMMARY

ITEM:
Consideration of a request by Elgin Masonic Lodge #328 to conduct a cornerstone leveling ceremony at the new City Recreation Center

DEPARTMENT:
Administration

PROPOSED ACTION:
Consideration of a request Elgin Masonic Lodge #328 to perform a formal cornerstone leveling ceremony at the new City Recreation Center.

BACKGROUND:
Discussed at previous meeting; Wayne Skubiata with the Elgin Masonic Lodge #328 appeared before Council and proposed that the City agree to participate in a formal cornerstone leveling ceremony by the Lodge for the new City Recreation Center. He explained that this formal ceremony was a traditional blessing historically accompanying the construction of new local government buildings. Given the construction schedule for the center, the Lodge and staff will need to begin preparations for same if the City will be participating in such ceremony.

BUDGET/FINANCIAL IMPACT:
Funding for this item was ○ included ○ not included in the current-year budget ◉ N/A

RECOMMENDATION:
Consideration of a request by Elgin Masonic Lodge #328 and direction to staff, if any, as applicable.

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:
AN ORDINANCE ANNEXING ADJACENT AND CONTIGUOUS TERRITORY TO THE CITY OF ELGIN, TEXAS, TO WIT: 105.254 ACRES OF LAND, SITUATED IN THE HENRY MARTIN SURVEY NO. 65, IN TRAVIS 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.

DEPARTMENT:
Planning & Development

PROPOSED ACTION:
Consideration of the proposed annexation of a 105.254 acre tract as presented.

BACKGROUND:
This item is for consideration of voluntary annexation of a currently undeveloped land in the northwest portion of the city for the purpose of creating a new residential subdivision. A condition of the annexation will be that the City of Elgin provides water and wastewater services to the development. The City of Elgin will be wholesaling water to Aqua Water Supply Corporation for this subdivision.

BUDGET/FINANCIAL IMPACT:
Funding for this item was ○ included ○ not included in the current-year budget ◉ N/A

RECOMMENDATION:
Approval of the proposed annexation and enabling Ordinance as presented.

ATTACHMENTS:

Service Plan
Ordinance
Exhibit "A"
Exhibit "B"

○ **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.

PROVISION OF SERVICES PLAN

Date:	May 2, 2017
Annexation Area:	ABS. 518 SUR. 65 Martin H, ACR. 106.000 more or less and being 105.254, Travis County, Texas
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	This area is within Aqua Water Supply Corporation's CCN. The City of Elgin will wholesale water to Aqua WSC for this subdivision.
2. Sewer Service	The City of Elgin serves this area with waste water services. There is an eight inch (8") sewer line in the Eagles Landing Phase One Subdivision which is situated across Carlson Lane. 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	Possible extension of twelve inch (12') waste water line approximately eight hundred (800') down County Line Road

ORDINANCE NO. _____

AN ORDINANCE ANNEXING ADJACENT AND CONTIGUOUS TERRITORY TO THE CITY OF ELGIN, TEXAS, TO WIT: 105.254 ACRES OF LAND, SITUATED IN THE HENRY MARTIN SURVEY NO. 65, IN TRAVIS 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 105.254 acre tract of land out of the Henry Martin Survey No. 65, in Travis County (the "Property"), more fully described in Exhibit "A", 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 and Travis Counties, 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 Travis 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.

Alternative 1.

By motion duly made, seconded and passed with an affirmative vote of all the Council members present, the requirement for reading this ordinance on two separate days was dispensed with.

READ, **PASSED**, and **ADOPTED** on this _____ day of _____, 2017.

_____
CHRIS CANNON, Mayor
City of Elgin, Texas

ATTEST:

_____
AMELIA SANCHEZ, City Secretary

EXHIBIT A

105.254 ACRES
JOB NO. 4930-00

METES AND BOUNDS DESCRIPTION

FIELD NOTES FOR A 105.254 ACRE TRACT OF LAND SITUATED IN THE HENRY MARTIN SURVEY NO. 65, TRAVIS COUNTY, TEXAS AND BEING ALL OF A CALLED 106 ACRE TRACT OF LAND AS CONVEYED TO MARILYN GENELLE SCHLICKEISEN BY GIFT DEED RECORDED IN VOLUME 11996, PAGE 111 OF THE REAL PROPERTY RECORDS OF TRAVIS COUNTY, TEXAS; SAID 105.254 ACRE TRACT OF LAND BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

COMMENCING for POINT OF REFERNCE at a ½" iron rod found on the north right-of-way line of Carlson Lane, at the southeast corner of a 12.00-acre tract of land as conveyed to Tyler Graham by Warranty Deed with Vendor's Lien as recorded in Document No. 2015082228 of the Official Public Records of Travis County, Texas, also being at a southerly exterior corner of a 28.772-acre tract of land as conveyed to Steven Long by Warranty Deed with Vendor's Lien as recorded in Document No. 2013032152 of the Official Public Records of Travis County, Texas, from which a ½" iron rod found at the southwest corner of said Graham 12.00-acre tract bears N 63°06'44" W a distance of 596.38 feet; Thence with the north right-of-way line of said Carlson Lane and the south line of said Long 28.772-acre tract, S 63°09'52" E a distance of 60.36 feet to a ½" iron rod set with cap stamped "Brown & Gay" at the southeast corner of said Long 28.772-acre tract, for the southwest corner and **POINT OF BEGINNING** of the herein described tract,

THENCE, with the east line of said Long 28.772-acre tract and the west line of the above described Schlickeisen 106-acre tract, N 27°22'55" E, pass a ½" iron rod found for reference at a distance of 0.89 feet, and continuing on for a total distance of 3,497.99 feet to a ½" iron rod set with cap stamped "Brown & Gay" on the occupied south right-of-way line of Carlson Road, at the northeast corner of said Long 28.772-acre tract, for the northwest corner of the herein described tract, from which a 1/2" iron rod found at the northwest corner of a 12.00-acre tract as conveyed to John Shive by Warranty Deed recorded in Volume 8942, Page 716 of the Real Property Records of Travis County, Texas bears N 62°39'11" W, a distance of 656.60 feet;

THENCE, with the occupied south right-of-way line of said Carlson Road, S 62°39'11" E a distance of 1,306.72 feet to a ½" iron rod set with cap stamped "Brown & Gay" at the intersection with the occupied west right-of-way line of County Line Road, for the northeast corner of the herein described tract, from which a ½" iron rod found with cap stamped "Hearitage Survey Co." bears N 45°18'02" W, a distance of 4.66 feet, and also from which a ½" iron rod found on the west right-of-way line of said County Line Road bears N 27°10'41" E, a distance of 3,017.93 feet;

THENCE, with the occupied west right-of-way line of said County Line Road, S 27°10'41" W a distance of 3,486.23 feet to a ½" iron rod set with cap stamped "Brown & Gay" at the intersection with the occupied north right-of-way line of said Carlson Lane, for the southeast corner of the herein described tract;

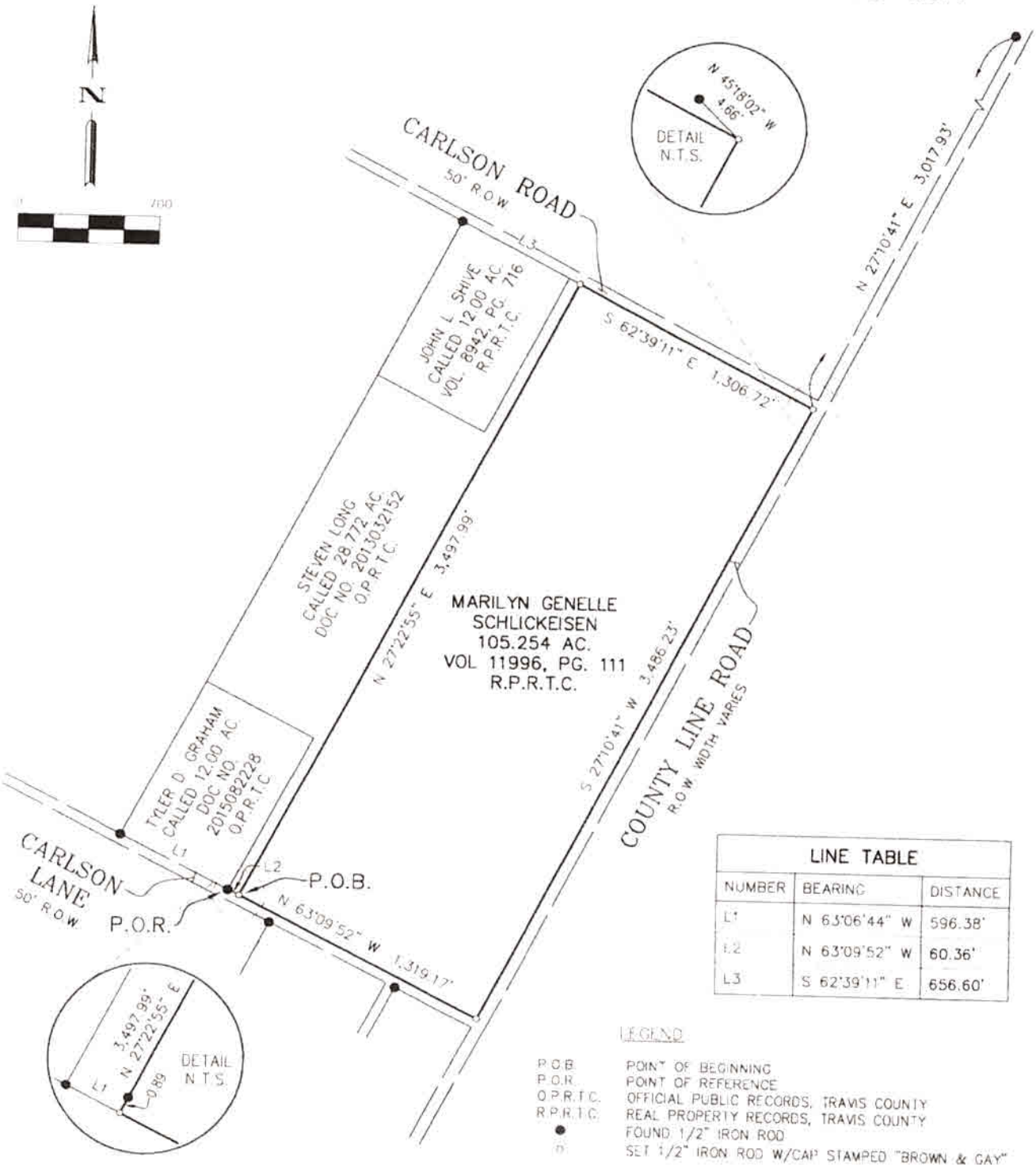
THENCE, with the occupied north right-of-way line of said Carlson Lane, N 63°09'52" W a distance of 1,319.17 feet to the **POINT OF BEGINNING**, and containing 105.254 acres (4,584,863 square feet) of land, more or less.

I hereby certify that these notes were prepared by BGE from a survey made on the ground under my supervision on April 18, 2017 and are true and correct to the best of my knowledge. Bearing orientation is based on the Texas State Plane Coordinate System, NAD-83, Texas Central Zone 4203. A sketch accompanies this metes and bounds description.

Jonathan O. Nobles RPLS No. 5777
BGE, Inc.
7000 North Mopac, Suite 330
Austin, Texas 78731
Telephone: (512) 879-0400
TBPLS Licensed Surveying Firm No. 10106502

4/20/2017
Date

SKETCH TO ACCOMPANY METES & BOUNDS DESCRIPTION



LINE TABLE		
NUMBER	BEARING	DISTANCE
L1	N 63°06'44" W	596.38'
L2	N 63°09'52" W	60.36'
L3	S 62°39'11" E	656.60'

LEGEND

P.O.B.	POINT OF BEGINNING
P.O.R.	POINT OF REFERENCE
O.P.R.T.C.	OFFICIAL PUBLIC RECORDS, TRAVIS COUNTY
R.P.R.T.C.	REAL PROPERTY RECORDS, TRAVIS COUNTY
●	FOUND 1/2" IRON ROD
○	SET 1/2" IRON ROD W/CAP STAMPED "BROWN & GAY"

BGE, Inc.
7000 North Mopac, Suite 330, Austin, TX 78731
Tel: 512-879-0400 • www.bgeinc.com
TBPLS Licensed Surveying Firm No. 10106502

Copyright 2017

SCALE: 1"=700'

SHEET 3

OF 3

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:

Being A 105.254 ACRE TRACT OF LAND SITUATED IN THE HENRY MARTIN SURVEY NO. 65, TRAVIS COUNTY, TEXAS AND BEING ALL OF A CALLED 106 ACRE TRACT OF LAND AS CONVEYED TO MARILYN GENELLE SCHLICKEISEN BY GIFT DEED RECORDED IN VOLUME 11996, PAGE 111 OF THE REAL PROPERTY RECORDS OF TRAVIS COUNTY, TEXAS; SAID 105.254 ACRE TRACT OF LAND BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS attached as Exhibit "A".

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: _____

David Gene Schlickeisen, Independent Executor of the Estate of Marilyn Genelle Anderson Schlickeisen, deceased

THE STATE OF TEXAS
COUNTY OF TRAVIS.

Before me, the undersigned authority, on this day personally appeared David Schlickeisen, 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 21st day of April, 2017.

Susanna M Robertson
Notary Public, State of Texas

SUSANNA M. ROBERTSON
MY COMMISSION EXPIRES
July 20, 2019

EXHIBIT ___

105.254 ACRES
JOB NO. 4930-00

METES AND BOUNDS DESCRIPTION

FIELD NOTES FOR A 105.254 ACRE TRACT OF LAND SITUATED IN THE HENRY MARTIN SURVEY NO. 65, TRAVIS COUNTY, TEXAS AND BEING ALL OF A CALLED 106 ACRE TRACT OF LAND AS CONVEYED TO MARILYN GENELLE SCHLICKEISEN BY GIFT DEED RECORDED IN VOLUME 11996, PAGE 111 OF THE REAL PROPERTY RECORDS OF TRAVIS COUNTY, TEXAS; SAID 105.254 ACRE TRACT OF LAND BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

COMMENCING for POINT OF REFERNCE at a ½" iron rod found on the north right-of-way line of Carlson Lane, at the southeast corner of a 12.00-acre tract of land as conveyed to Tyler Graham by Warranty Deed with Vendor's Lien as recorded in Document No. 2015082228 of the Official Public Records of Travis County, Texas, also being at a southerly exterior corner of a 28.772-acre tract of land as conveyed to Steven Long by Warranty Deed with Vendor's Lien as recorded in Document No. 2013032152 of the Official Public Records of Travis County, Texas, from which a ½" iron rod found at the southwest corner of said Graham 12.00-acre tract bears N 63°06'44" W a distance of 596.38 feet; Thence with the north right-of-way line of said Carlson Lane and the south line of said Long 28.772-acre tract, S 63°09'52" E a distance of 60.36 feet to a ½" iron rod set with cap stamped "Brown & Gay" at the southeast corner of said Long 28.772-acre tract, for the southwest corner and **POINT OF BEGINNING** of the herein described tract,

THENCE, with the east line of said Long 28.772-acre tract and the west line of the above described Schlickeisen 106-acre tract, N 27°22'55" E, pass a ½" iron rod found for reference at a distance of 0.89 feet, and continuing on for a total distance of 3,497.99 feet to a ½" iron rod set with cap stamped "Brown & Gay" on the occupied south right-of-way line of Carlson Road, at the northeast corner of said Long 28.772-acre tract, for the northwest corner of the herein described tract, from which a 1/2" iron rod found at the northwest corner of a 12.00-acre tract as conveyed to John Shive by Warranty Deed recorded in Volume 8942, Page 716 of the Real Property Records of Travis County, Texas bears N 62°39'11" W, a distance of 656.60 feet;

THENCE, with the occupied south right-of-way line of said Carlson Road, S 62°39'11" E a distance of 1,306.72 feet to a ½" iron rod set with cap stamped "Brown & Gay" at the intersection with the occupied west right-of-way line of County Line Road, for the northeast corner of the herein described tract, from which a ½" iron rod found with cap stamped "Hearitage Survey Co." bears N 45°18'02" W, a distance of 4.66 feet, and also from which a ½" iron rod found on the west right-of-way line of said County Line Road bears N 27°10'41" E, a distance of 3,017.93 feet;

THENCE, with the occupied west right-of-way line of said County Line Road, S 27°10'41" W a distance of 3,486.23 feet to a ½" iron rod set with cap stamped "Brown & Gay" at the intersection with the occupied north right-of-way line of said Carlson Lane, for the southeast corner of the herein described tract;

THENCE, with the occupied north right-of-way line of said Carlson Lane, N 63°09'52" W a distance of 1,319.17 feet to the **POINT OF BEGINNING**, and containing 105.254 acres (4,584,863 square feet) of land, more or less.

I hereby certify that these notes were prepared by BGE from a survey made on the ground under my supervision on April 18, 2017 and are true and correct to the best of my knowledge. Bearing orientation is based on the Texas State Plane Coordinate System, NAD-83, Texas Central Zone 4203. A sketch accompanies this metes and bounds description.

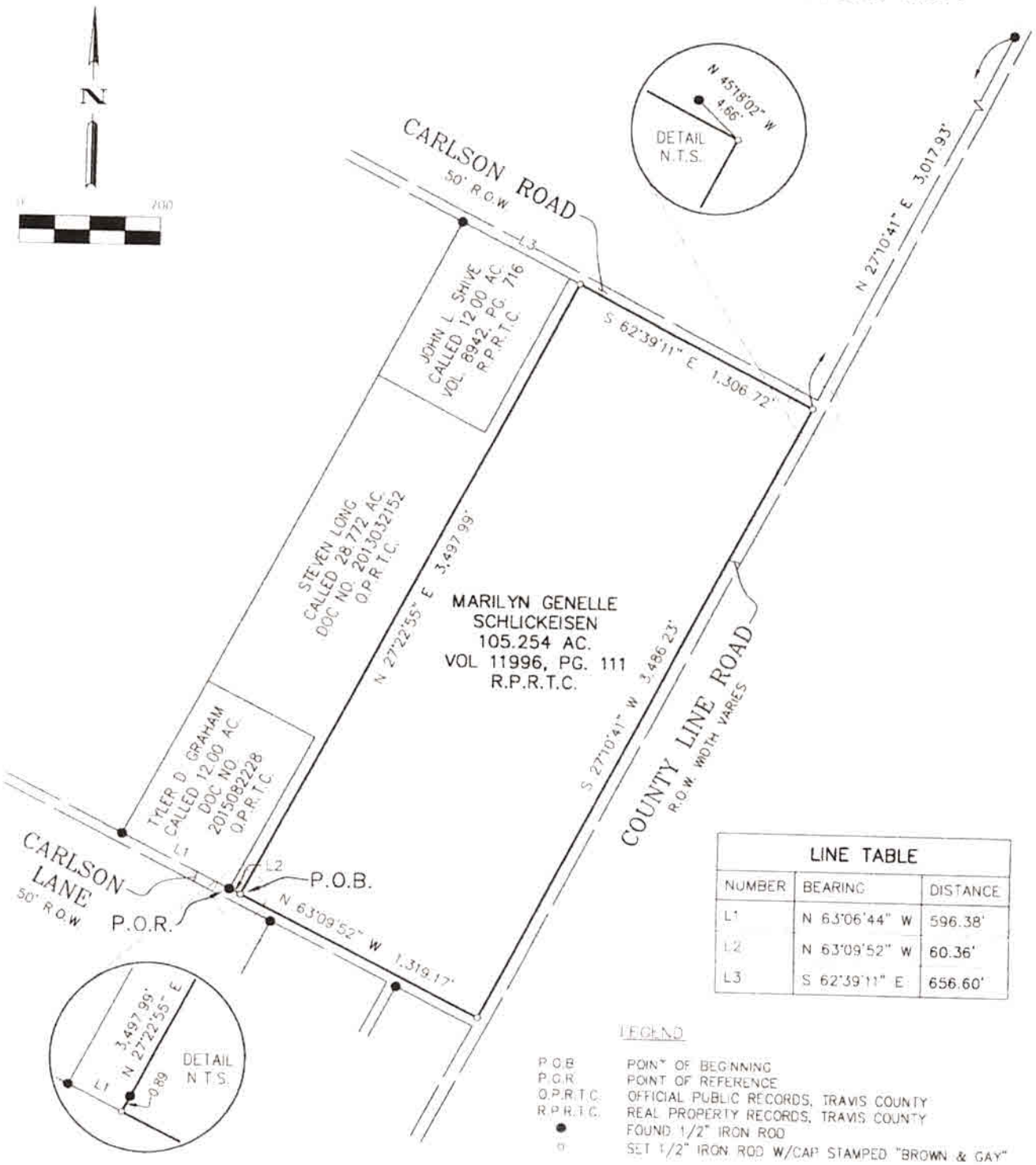
4/20/2017

Jonathan O. Nobles RPLS No. 5777
BGE, Inc.
7000 North Mopac, Suite 330
Austin, Texas 78731
Telephone: (512) 879-0400
TBPLS Licensed Surveying Firm No. 10106502

Date

V:\0*Projects\Survey Projects\4930-00 14808 County Line Rd\04 Final\Drawings\Sketch.dwg, 4/20/2017 2:27 PM, MConley

SKETCH TO ACCOMPANY METES & BOUNDS DESCRIPTION



LINE TABLE		
NUMBER	BEARING	DISTANCE
L1	N 63°06'44" W	596.38'
L2	N 63°09'52" W	60.36'
L3	S 62°39'11" E	656.60'

LEGEND

P.O.B.	POINT OF BEGINNING
P.O.R.	POINT OF REFERENCE
O.P.R.T.C.	OFFICIAL PUBLIC RECORDS, TRAVIS COUNTY
R.P.R.T.C.	REAL PROPERTY RECORDS, TRAVIS COUNTY
●	FOUND 1/2" IRON ROD
○	SET 1/2" IRON ROD W/CAP STAMPED "BROWN & GAY"

BGE, Inc.
7000 North Mopac, Suite 330, Austin, TX 78731
Tel: 512-879-0400 • www.bgeinc.com
TBPLS Licensed Surveying Firm No. 10106502

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SCALE: 1"=700'

SHEET 3

OF 3

ELGIN CITY COUNCIL MEETING
AGENDA ITEM EXECUTIVE SUMMARY

ITEM:
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.

DEPARTMENT: Administration

PROPOSED ACTION:
Approval of proposed rates Resolution.

BACKGROUND:
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 $2.04; general service small $4.13; general service large volume $25.06.

Increases will be suspended until July 13, 2017 with this resolution.

BUDGET/FINANCIAL IMPACT:
Funding for this item was ◉ included ○ not included in the current-year budget ○ N/A

RECOMMENDATION:

ATTACHMENTS:

Resolution

○ **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.

RESOLUTION NO.

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 30, 2017 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 $2.04; general service small $4.13; and general service large volume $25.06; 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 29, 2017 but a suspension by the City will mean that the rate increase cannot go into effect prior to July 13, 2017.

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 2nd day of May, 2017.

ATTEST:

_____
Chris Cannon, Mayor

_____
Amelia Sanchez
City Secretary

ELGIN CITY COUNCIL MEETING
AGENDA ITEM EXECUTIVE SUMMARY

ITEM:
Adjourn into Executive Session pursuant to (1) Section §551.072 Deliberations about Real Property: to receive a staff briefing and deliberate the purchase, exchange, lease, or value of certain real property located on Highway 290; and (2) Section § 551.087 Deliberation Regarding Economic Development Negotiations: to deliberate the offer of a financial or other incentive to a business prospect

DEPARTMENT: Administration

PROPOSED ACTION:
Consider information presented by staff and/or the City Attorney in Executive Session.

BACKGROUND:
Under Texas Open Meetings law, there are seven exceptions that generally authorize closed meetings, also known as "Executive Sessions." The exceptions include discussions involving: (1) purchase or lease of real property; (2) security measures; (3) receipt of gifts; (4) consultation with attorney; (5) personnel matters; (6) economic development; and (7) certain homeland security matters. However, any and all final actions, decisions, or votes of the Elgin City Council related to such Executive Session items will be made in an open meeting

BUDGET/FINANCIAL IMPACT:
Funding for this item was ○ included ○ not included in the current-year budget ◉ N/A

RECOMMENDATION:
Direction to staff and/or City Attorney as appropriate on matters discussed in Executive Session

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.