



AGENDA
ELGIN CITY COUNCIL
REGULAR MEETING
TUESDAY, MARCH 6, 2018
CITY ANNEX COUNCIL CHAMBERS, 310 NORTH MAIN STREET
7:00 PM

I. CALL TO ORDER

II. ROLL CALL

III. INVOCATION

IV. PLEDGE OF ALLEGIANCE

V. PUBLIC HEARING

1. Public Hearing On A Specific Use Permit

Receive public comments on a request submitted by Micah Erwin, owner of the property located in Garrett's Second Addition, Block H, Lot 3A, at 414 East 8th Street, City of Elgin, County of Bastrop, Texas, to renew the specific use permit for five (5) years so that he may operate a meadery.

Documents:

PUBLIC HEARING EXECUTIVE SUMMARY.PDF
FEBRUARY 26, 2018 AGENDA.PDF
ERWIN RENEWAL REQUEST.PDF

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. PRESENTATION

VIII. CITY MANAGERS REPORT

1. General Activity Report And/Or Project Update

Documents:

EXSUMMARY - GENERAL ACTIVITY REPORT.PDF

2. Departmental Monthly Reports - January

Documents:

COVER SHEET.PDF
COMMUNITY DEVELOPMENT - JANUARY.PDF
LIBRARY - JANUARY.PDF
MAIN STREET - JANUARY.PDF
MUNICIPAL COURT - JANUARY.PDF
PARKS AND REC - JANUARY.PDF
PD - JANUARY.PDF
PLANNING - JANUARY.PDF
PUBLIC WORKS - JANUARY.PDF
UTILITY BILLING - JANUARY.PDF
WATER DEPT. - JANUARY.PDF

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

Regular City Council Meeting - February 6, 2018

Documents:

CITY COUNCIL MEETING MINUTES 2-6-18.DOCX
EXSUMMARY COVER SHEET.DOC

2. Request For Waiver

Approval of waiver of the open container and park curfew ordinance at Elgin Memorial Park for the 30th Annual Elgin Volunteer Fire Department Cookout and Fundraiser - 12:00pm Thursday April 12 to 12:00am Sunday April 15 2018.

Documents:

EXSUMMARY FOR 3-6-18.PDF
EVFD LETTER 2018.PDF

X. UNFINISHED BUSINESS

XI. NEW BUSINESS

1. Ordinance - Specific Use Permit

AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF ELGIN, TEXAS ADOPTED IN CHAPTER 46, SECTION 46-3, CODE OF ORDINANCES, CITY OF ELGIN, TEXAS AND MAKING THIS AMENDMENT A PART OF SAID OFFICIAL ZONING MAP, TO WIT: TO REZONE PROPERTY BEING LOT 3A, BLOCK H, IN THE GARRETT'S SECOND ADDITION, LOCATED AT 414 EAST 8TH STREET, CITY OF ELGIN, BASTROP COUNTY, TEXAS FROM R-2 RESIDENTIAL TO S-P FOR A SPECIFIC USE PERMIT FOR A MEADERY.

Documents:

ERWIN EXECUTIVE SUMMARY.PDF
FEBRUARY 26, 2018 AGENDA.PDF
MIN 2-26-18.PDF
2018 ZONING ORD ERWIN.PDF
EXHIBIT A.PDF

2. Award Contract For Water Well No. 16

Consideration, discussion and possible action to award a contract to the low bidder Weisinger Incorporated, in the amount of \$629,300.00 for the Water Well No. 16 project and authorize the City Manager to fund the project from the Well 16 Project Fund.

Documents:

WELL 16 EXECUTIVE SUMMARY.PDF
BID AWARD RECOMMENDATION WATER WELL NO. 16.PDF

3. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ELGIN, TEXAS TO AUTHORIZE EXECUTION OF AN AGREEMENT WITH ALLIANCE WORK PARTNERS (AWP) PROVIDING INSURANCE COVERAGE UNDER AN EMPLOYEE ASSISTANCE PROGRAM (EAP) FOR CITY EMPLOYEES FOR A PERIOD OF TWELVE MONTHS AND MAKING CERTAIN FINDINGS RELATED THERETO

Documents:

01 EXEC SUMMARY - EAP AGREEMENT 3-6-2017.PDF
02 AWP RESOLUTION.PDF
03 CITY OF ELGIN AWP EAP AGREEMENT.PDF
04 AWP EAP BENEFITS 3-6-2017 BROCHURE.PDF

4. A RESOLUTION APPROVING AN APPLICATION FOR FUNDING THROUGH THE TEXAS DEPARTMENT OF AGRICULTURE, TEXAS CAPITAL FUND PROGRAM

Documents:

EXSUMMARY ED.PDF
RESOLUTION APPROVING APPLICATION PDF.PDF

5. Ordinance - Canceling General Election For Wards 1, 2, And 4

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 5, 2018 GENERAL ELECTION FOR WARDS 1, 2, AND 4; PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES

Documents:

EXSUMMARY COVER SHEET ELECTION.PDF
ORDINANCE CANCELLING ELECTION FOR WARDS 1, 2 , 4
CERTIFICATE.PDF

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.

1. Adjourn Into Executive Session

Adjourn into Executive Session pursuant to Section §551.072 Deliberations about Real Property: to receive a staff briefing and deliberate the purchase, exchange, lease, or value of certain real property (a) for the possible location of a new Wastewater Lift Station and (b) for the possible acquisition of property in the historic downtown area

Documents:

EXSUMMARY - EXECUTIVE SESSION.PDF

XIII. RECONVENE

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

XIV. ANNOUNCEMENTS

XV. ADJOURMENT

Notice of Assistance at Public Meetings, the City of Elgin is committed to compliance with the Americans with Disabilities Act. Elgin City Hall and Council Chambers are wheelchair accessible and special marked parking is available. Persons with Disabilities who plan to attend this meeting and who may need assistance are requested to contact the City Secretary's Office at (512)229-3222. Please provide forty-eight hours notice when feasible.

I, 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, March 2, 2018, in accordance with Chapter 551 of the Texas Government Code.

Amelia Sanchez, City Secretary



Elgin City Council Meeting Agenda Item Executive Summary

ITEM:

Public hearing on a Specific Use Permit renewal

DEPARTMENT: Planning and Development

PROPOSED ACTION:

Receive public comments on a request submitted by Micah Erwin, owner of the property located in Garrett's Second Addition, Block H, Lot 3A, at 414 East 8th Street, City of Elgin, County of Bastrop, Texas, to renew the specific use permit for five (5) years so that he may operate a meadery.

BACKGROUND:

With the unanimous recommendation from the Planning & Zoning Commission, the Elgin City Council granted a Specific Use Permit to Mr. Erwin on March 3, 2015. That permit was for a period of three (3) years and will be expiring on March 3, 2018. Mr Erwin has submitted a request (attached) to renew the Specific Use Permit for a period of five (5) years. The Planning & Zoning Commission held the first of two public hearings on the proposed renewal on February 26, 2018. This is the second of the required public hearings.

BUDGET/FINANCIAL IMPACT:

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

RECOMMENDATION:

Hear public comments regarding this issue.

ATTACHMENTS:

Executive Summary

Mr. Erwin's Request

February 26, 2018 Planning & Zoning Commission Agenda

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

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

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

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



AGENDA
ELGIN PLANNING AND ZONING COMMISSION
PUBLIC HEARING/REGULAR MEETING
MONDAY, FEBRUARY 26, 2018, 6:30 P.M.
CITY HALL ANNEX COUNCIL CHAMBERS
310 NORTH MAIN STREET

CALL TO ORDER

PUBLIC COMMENT

Individuals may request to speak on items on the agenda, and items not on the agenda. Speaker comments are limited to three (3) minutes. No formal action can be taken on items not posted on the agenda. All speakers must limit their comments to the specific subject matter noted on the "PUBLIC COMMENT FORM" and refrain from personal attacks or derogatory comments directed at any Commission Member, member of Staff, other individual or group.

CONSENT

1. Approval of minutes, January 29, 2018 meeting.

UNFINISHED BUSINESS

1. NONE.

NEW BUSINESS

1. REVIEW AND MAKE POSSIBLE RECOMMENDATIONS TO THE ELGIN CITY COUNCIL ON A SPECIFIC USE PERMIT REQUEST SUBMITTED BY MICHA ERWIN, OWNER OF THE PROPERTY LOCATED IN GARRETT'S SECOND ADDITION, BLOCK H, LOT 3A, AT 414 E 8TH STREET, CITY OF ELGIN, COUNTY OF BASTROP, TEXAS, TO RENEW THE SPECIFIC USE PERMIT FOR FIVE (5) YEARS SO THAT HE MAY OPERATE A MEADERY.

EXECUTIVE SESSION

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

RECONVENE

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

ANNOUNCEMENTS

ADJOURNMENT

NOTICE

I, Gary N. Cooke, Director Planning & Development for the City of Elgin, hereby certify this notice was posted at the City Hall Annex of the City of Elgin, Texas on or before the 9th of February, 2018 before 5:00 p.m. in accordance with Chapter 551 of the Texas Government Code. The Elgin City Council will hold a public hearing on item #1 on Tuesday, March 6, 2018 at 7:00 pm in the City Hall Annex Council Chambers.



Gary N. Cooke, Director Planning & Development

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

Para informacion en espanol favor de llamar 512-281-0119. Servicios de traduccion disponible en la reunion.



Elgin Mead Co., LLC

414 E 8th St | 501 269 1538 | micahaerwin@gmail.com

Date

Gary Cooke
Planning and Development Director
1135 Swenson Boulevard
P.O. Box 591
Elgin, TX 78621

Dear Gary Cooke

We are writing to request an extension of our Special Use Permit which is due to expire on March 3, 2018. We are requesting a five (5) year renewal of the Specific Use Permit to operate a meadery at 806 N Ave H (formerly 414 E 8th St).

Due to unforeseen circumstances, we were not able to establish the business until March of 2017 and after acquiring all of our licenses, we began operations on December 1st. The business will need additional time to continue operations and position itself for an eventual move to a commercial area in Elgin.

Sincerely,

Micah Erwin
Elgin Mead Co., LLC



Elgin City Council Meeting Agenda Item Executive Summary

ITEM: General Activity Report and/or Project Update

DEPARTMENT: City Manager/Staff

PROPOSED ACTION:

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

BACKGROUND:

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

BUDGET/FINANCIAL IMPACT:

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

RECOMMENDATION:

N/A

ATTACHMENTS:

None.

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

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

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

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



Elgin City Council Meeting Agenda Item Executive Summary

ITEM:

Monthly Departmental Activity Reports - January

DEPARTMENT:

Administration

PROPOSED ACTION:

Departmental 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 {X} N/A

RECOMMENDATION:

No action is required.

ATTACHMENTS:

Parks Report – January
Public Works Report – January
Utility Billing Report – January
Community Report – January
Main Street Report – January
Planning Monthly Report – January
Library Report - January
Municipal Court – January
Water Dept. Report - January

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

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MEMORANDUM

To: Tom Mattis, City Manager
From: Amy Miller, Community Development Director
Date: February 15, 2018
RE: Community Development Department Report January, 2018

Completed and submitted a grant application to CAMPO for engineering plans for phase 1 of County Line Road to address expanding it from two lane bar ditch to curb and gutter with center turn lane. Presented the "Real impacts of tax credits and zoning in downtown development" on a panel to Texas Historic Commission Real Places conference. HRB reviewed sign and facade requests for Rainey Real Estate at 101 North Main and sidewalk dining for Quiche and Crumb at 14 North Main. The Elgin Community Blood Drive very successful with over 40 donations.

Projects

- Organized and implemented ground breaking for CAMPO Project Connections a \$1.4 million grant project for city of Elgin TXDOT and campo. Trevway, TXDOT's contractor, started construction. The project received coverage on KEYE, in the Austin American Statesman and in the Elgin Courier.
- Business training classes set for February through April three on social media, one on Maximizing special events for your business, a merchandising class, business safety, and cyber security.
- Complete classroom tally surveys with EISD, Parent survey and set Safe routes to school dates
- Volunteer recruitment efforts organized at the County Line HOA meeting, and ACC Riverbat Resources fairs at Eastview, Elgin Campus and Highland campus.
- Held first Hogeye Planning meeting
- Design committee met and assessed locations for bike racks and needs for refurbishing benches and trash cans in the district.
- Worked with film location managers for multiple projects.
- Local Lore planning and development for 2018
- Elgin Art Studio Tour organizing and planning for locations, artists, marketing.
- Sip Shop & Stroll January 11 was well attended.
- 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.
- Annual records retention
- City of Elgin E-News
- Facebook Pages: City of Elgin, Visit Elgin, Envision Elgin
- Instagram – visitelgintx

Boards & Committees, Seminars

Envision Elgin quarterly meeting
 CAMPO, Transportation Advisory Committee
 Main Street Board
 Historic Review Board
 Hogeye Festival Committee
 Promotion Tourism Committee
 Design Committee
 Business Retention Recruitment Committee
 Clean Air Coalition Advisory Committee, CAPCOG
 District Advisory Committee EISD
 School Health Advisory Committee (SHAC)

Upcoming Events

Sip Shop & Stroll, February 8 including ribbon cutting for Dorothy's Jewelry and Gifts celebrating 25 years in business and 20 years downtown.
 Elgin Pop Up Art Show with EAA, February 8 through 17 at 115 North Main
 Black History Month Hatitude event February 11
 Social Media and Your Business - Instagram, Facebook, and more – Friday February 16, 23 and March 2 7:30am at ACC Elgin Campus
 Texas History event with the Elgin Historical Association March 2, guest speaker at Meyers Elgin Smokehouse noon to 2
 Music Series every Friday in April at 7pm Veterans Memorial Park
 Local Lore, Elgin's History Adventure April 21
 Elgin Art Studio Tour May 19 and 20



MONTHLY ACTIVITY REPORT

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

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

CITY: ELGIN

MONTH/YEAR: January 2018

DATE SUBMITTED: 2-10-2018

1. Updates on Projects, Activities for the month.

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

Meeting Dates:	Update on projects or activities
January 18, 2018	public art for the future, started planning for 2108 events and volunteer recruitment.

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

Meeting Dates:	Update on projects or activities
January 9, 2018	Amy served on a panel at the THC Conference Real Places in Austin and shared the success of tax credits and the downtown zoning overlay Planned editorial for spring 2018 issue – New recreation center fine arts in Elgin ISD, Art Studio Tour, New Downtown, new on Hwy 290 events, etc. Started recruiting efforts through ACC Resource fair events that will be in February and Attending HOA meetings. Set up a new online volunteer application that explains various committees and projects. Promotion online to begin in February.

PROMOTION:

Meeting Dates:	
January 23, 2018	Sip Shop and Stroll continues to go well. Planning for Art Studio tour began with Molly, Barry and Earnie. Local Lore planning underway with Elgin historical Association. Music series planned by FOEP for Every Friday in April Started work on Finding Love in all the Local Places – a cooperative welcome bag program between MSB and Chamber through realtors and title companies. Planning Dinner downtown – for Fall 2018

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

DESIGN:

January 24, 2018	Project Snowflake –community come and go discussion January 11 at Sip Shop & Stroll related to future of public art in the community – was very well participated in – great crowd throughout the evening. Then Katy placed the discussion online and we had lots of great input through Social Media. Group to asses results in February. At het January meeting we walked downtown and determined where bike racks, benches and trash cans are or need to be placed. And discovered some options for public art locations. .

ECONOMIC RESTRUCTURING:

Meeting Dates:	Update on projects or activities
January 24, 2018	Working with local law firm on new construction plans. Working with THC main Street office on ideas for site plan / redevelopment options for the Elgin Cotton Oil Mill which is under contract. 115 north Main and 112 Depot are available for lease. 19 N. Main is for sale – contract pending 109 and 111 South Avenue C are actively under renovation to be commercial and residential space. Working with owners on renovation plans, reviews, and lease recruitment. 117 Central Avenue for sale by owner. 211 Central Avenue in process of repair / stabilization by owner. Cooperative advertising – a full page in Antiquing Texas continues, Chamber and MSB to split an ad in Show Daily targeting Round Top Antiquing and to have editorial. Placing an ad monthly in the Courier to support the Sip Shop & Stroll featured advertising that they run. Looking at options for new large signs o Hwy 290 and FM 3000 through property that Allan Tolbert owns and would let us use.

2. Program Commentary (*list critical issues, problems, and successes/ completed projects of the past month*):

Budweiser filmed their Super Bowl Commercial in downtown Elgin – and we were about 2/3 of the final ad which ran online and was on TV. Very cool!!

3. Outlook. *Goals and challenges; plans for upcoming major projects such as public improvements etc.:*

The replacing holiday lights project will be a big one for 2018 – 2019.

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.*

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

Black History Showcase – by the Elgin NAACP – will recognize Dorothy McCarther this year as an Elgin Icon – Dorothy was a finalist for TDA Best downtown business and is a devoted main Street volunteer

Elgin Pop Up Art Show with EAA, February 8 through 17 at 115 North Main

Hatitudo February 11 – a black history month event recognizing the role of ministers wives in the community

Sip Shop and Stroll February 8, including a celebration of Dorothy's Jewelry and Gifts, 20th anniversary downtown, 25 years in business

Local Lore Saturday April 21, 2018

Elgin's History Adventure – architectural scavenger hunt, storytelling, games of the past, walking tours, live music and more!

Live music series – every Friday night in April downtown Elgin

Elgin Art Studio Tour May 19-20

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

OFFICE OF COURT ADMINISTRATION

TEXAS JUDICIAL COUNCIL



OFFICIAL MUNICIPAL COURT MONTHLY REPORT

Month January

Year 2018

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 Feb 13, 2018

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 January Year 2018

	Traffic Misdemeanors			Non-Traffic Misdemeanors		
	Non-Parking	Parking	City Ordinance	Penal Code	Other State Law	City Ordinance
1. Total Cases Pending First of Month:	13,041	13	0	0	2,559	36
a. Active Cases	8,903	11	0	0	1,191	20
b. Inactive Cases	4,138	2	0	0	1,368	16
2. New Cases Filed	94	0	0	0	17	1
3. Cases Reactivated	0	0	0	0	0	0
4. All Other Cases Added	0	0	0	0	0	0
5. Total Cases on Docket	8,997	11	0	0	1,208	21
6. Dispositions Prior to Court Appearance or Trial						
a. Uncontested Dispositions	67	0	0	0	25	1
b. Dismissed by Prosecution	2	0	0	0	1	0
7. Dispositions at Trial:						
a: Convictions						
1) Guilty Plea or Nolo Contendere	17	0	0	0	4	1
2) By the Court	0	0	0	0	0	0
3) By the Jury	0	0	0	0	0	0
b: Acquittals:						
1) By the Court	0	0	0	0	0	0
2) By the Jury	0	0	0	0	0	0
c. Dismissed by Prosecution	0	0	0	0	0	0
8. Compliance Dismissals:						
a: After Driver Safety Course	19					
b: After Deferred Disposition	2	0	0	0	1	0
c: After Teen Court	0	0	0	0	0	0
d: After Tobacco Awareness Course					0	
e: After Treatment for Chemical Dependency				0	0	
f: After Proof of Financial Responsibility	1					
g: All Other Transportation Code Dismissals	0	0	0	0	0	0
9. All Other Dispositions	3	0	0	0	0	0
10. Total Cases Disposed	111	0	0	0	31	2
11. Cases Placed On Inactive Status	0	0	0	0	0	0
12. Total Cases Pending End of Month:	13,024	13	0	0	2,545	35
a: Active Cases	8,886	11	0	0	1,177	19
b: Inactive Cases	4,138	2	0	0	1,368	16
13. Show Cause Hearings Held	8	0	0	0	5	0
14. Cases Appealed:						
a: After Trial	1	0	0	0	0	0
b: Without Trial	0	0	0	0	0	0

JUVENILE / MINOR ACTIVITY

Court CITY OF ELGIN	TOTAL
Month January Year 2018	
1. Transportation Code Cases Filed	0
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	0
10. Transfer to Juvenile Court:	0
a. Mandatory Transfer	
b. Discretionary Transfer	0
11. Accused of Contempt and Referred to Juvenile Court (Delinquent Conduct)	0
12. Held in Contempt by Criminal Court (Fined and/or Denied Driving Privileges)	0
13. Juvenile Statement Magistrate Warning:	0
a. Warnings Administered	
b. Statements Certified	0
14. Detention Hearings Held	0
15. Orders for Non-Secure Custody Issued	0
16. Parent Contributing to Nonattendance Cases Filed	0

ADDITIONAL ACTIVITY

Court CITY OF ELGIN		Number Requests For Counsel
Month January	Year 2018	
1. Magistrate Warnings:		
a. Class C Misdemeanors	16	
b. Class A and B Misdemeanors	7	5
c. Felonies	5	3
		TOTAL
2. Arrest Warrants Issued:		5
a. Class C Misdemeanors		
b. Class A and B Misdemeanors		8
c. Felonies		3
3. Capiases Pro Fine Issued		6
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:		0
a. Partial Satisfaction		
b. Full Satisfaction		4
15. Cases in Which Fine and Court Costs Satisfied by Jail Credit		6
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:		\$15,978.67
a. Kept by City		
b. Remitted to State		\$9,290.32
c. Total		\$25,268.99

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



January 2018 Parks Report.

Maintenance: -Orlando

In the month of January the parks crew had several tasks at hand. Trash and restrooms are always done Monday, Wednesday, and Fridays of the work week, and at times that need extra service. Pushed mowed city hall in spots and edged it as needed. We worked on cleaning out the old Lundgren building, removed and trashed old Christmas decorations. Took down all the Christmas decorations around the town and parks. Decorations are now stored at the storage building. We also had to mulch up Christmas trees, hauled off mulch to Thomas Park to be used in the parks later. We had several bad weather days in January, but overall, we had a good month with plenty of production. January 27th was Ashlie Bryant's last day with the department we are sad to see her go.

Programs Report: -Patrick Nicks

Hosted the polar bear plunge on Jan 2nd with a turnout of 7 jumpers into the 45-degree pool in 32-degree weather. We also held a CPR certification class on Jan 27th with 5 attendees who are all now CPR certified. Outside of programs, I worked with the Parks Admin Assistant to create a document of Policy, Procedures, and Fees for the new Rec Center as well as held interviews for PT positions for the new rec center, we are excited to get the facility open.

Admin: -Kayla Trantham

We are working everyday adding new registrations to our park software. This is the best way to track our park rentals and advertise for new upcoming programs. Visitation to our parks page is up everyday as well. We are excited to see this activity and facilitate new users using our great amenities.

Elgin Recreation Center update

The contractor is moving forward with permanent power and getting the building acclimated for final finishes on the inside and landscaping for the outside. Park staff will then take over and complete furnishings and training the staff for operations as both a shelter and rec center.

Goals for February 2018

- Prepare for Rec center opening
- Train Part time staff for Rec Center operations.

Park Activity Summary		January 2018
Facility		Number of uses
Park/ Pavilion Rental		1
Ball Field Rental		25
Fleming Community Center		38
Deposits		\$1,875.00

Elgin Police Department
Monthly Report January 2018

CATEGORY	18-Jan	17-Jan	16-Jan	15-Jan	14-Jan
Calls for Service					
Total Calls for Service	920	1331	1151	1014	893
Police calls	839	1128	771	673	551
Fire calls	57	48	93	59	39
Animal calls	54	77	101	119	75
Activity logs	0	33	171	151	63
City calls	18	17	15	12	9
Offense Reports					
Total Offense Reports	57*	82	72	71*	64*
Active (Open) cases	15	9	15	18	13
Cases Inactivated	0	18	21	15	25
Cases Closed	22	51	30	33	19
Documentation (no crime)	0	0	1	0	0
Other	24	3	2	1	2
Unfounded	0	0	2	1	0
Referred to other agency	1	1	1	2	3
Citations					
Total Citations	225	240	156	75	273
Citations for violations	108	144	89	38	98
Warnings	117	96	67	37	175
Collisions					
Total Accidents	46	35	29	27	30
Major accidents (with injury)	9	1	2	2	3
Minor accidents (no injury)	23	25	23	23	19
Leaving the scene accidents	14	9	2	5	8
Alarms					
Business alarms	23	21	9	15	13
Residential alarms	9	11	8	17	3
Fire alarms	6	3	1	0	1
Arrests					
Felony arrests	11	10	5	6	7
Misdemeanor arrests	16	27	19	21	20
Other arrests	20	8	3	2	1
Animal Control					
Total Animal Control calls	54	78	76	85	103
Animal Cruelty calls	0	0	0	0	0
Canine Impounds	3	7	8	17	12
Feline Impounds	3	2	8	3	6
Citations issued	2	2	2	1	1
Bite Cases	1	2	2	2	1
Dead animal calls	2	7	2	5	7
Wildlife calls	1	3	3	1	4
Rabies cases	0	0	0	0	1
Rabies cases positive	0	0	0	0	0

Monthly Report to Administrative Manager
Building Department
For the Month of January 2018

Type of Inspections	Jan-17	Jan-18	Fiscal Yr. To Date	Calendar Yr. To Date
Building	18	58	196	58
Electrical	29	34	123	34
Plumbing	24	70	190	70
Gas	14	6	24	6
Mechanical	8	20	56	20
TOTAL	93	188	589	188
Building Permits	16	17	86	17
Value	\$ 367,101.15	\$ 676,435.00	\$ 5,847,344.02	\$ 676,435.00
Fees	\$ 3,853.90	\$ 4,619.44	\$ 31,691.08	\$ 4,619.44
Electrical Permits	13	8	44	8
Fees	\$ 1,780.00	\$ 1,060.00	\$ 7,260.00	\$ 1,060.00
Plumbing Permits	8	5	40	5
Fees	\$ 1,000.00	\$ 940.00	\$ 7,040.00	\$ 940.00
Gas Permits	4	4	22	4
Fees	\$ 470.00	\$ 330.00	\$ 2,560.00	\$ 330.00
Mechanical Permits	7	3	23	3
Fees	\$ 1,070.00	\$ 360.00	\$ 3,150.00	\$ 360.00
Total All Fees	\$ 8,173.90	\$ 7,309.44	\$ 51,701.08	\$ 7,309.44

**January 2018
Building Permits**

Number of Permits		Type/Classification	Permit Fees		Valuation	
Jan-17	Jan-18		Jan-17	Jan-18	Jan-17	Jan-18
3	5	New Single Family	\$ 2,324.06	\$ 2,780.50	\$ 272,000.00	\$ 525,225.00
		New Duplex				
		New Manufactured				
		New Multi-Family				
		New Commercial				
		New Industrial				
		New Swimming Pools				
		Moving Permit				
2	1	New Signs	\$ -		\$ 238.15	\$ -
7	6	Residential	\$ 1,479.84	\$ 434.02	\$ 94,863.00	\$ 23,210.00
	5	Non-Residential		\$ 1,404.92		\$ 128,000.00
4		Demolitions	\$ 50.00			
16	17		\$ 3,853.90	\$ 4,619.44	\$ 367,101.15	\$ 676,435.00
*BOA Request		308 South Avenue C requested variance to use crushed granite in parking area-Granted				
P & Z Request		832 East 2nd Street requested zoning change from R-2 to R-3 - Recommended; Final Plat for Saratoga Farms, Section 5 - Approved; Final Plat for Elgin Business Park II-Approved				
Code Enforcement	Active 2017	Active Jan 2018	Closed 2017	Closed Jan 2018	Calendar YTD	
Abandoned/Junked	1	5	9	6	11	
Animal Control						
Beer Permits						
Environmental		2	2	2	4	
Fire Code						
Health and Sanitation						
Illegal Signs			18			
Property Maintenance			5			
Unsafe Structures						
Water/Sewer						
Zoning		1	1		1	
Total	1	8	35	8	16	

*Board of Adjustments

Submitted By: Carlos Navejas
Date: February 23, 2018

Public Works – January - 2018

Right of Way and Easement mowing and maintenance:

TX DOT Right of Way mowing/maintenance, and City of Elgin Right of Way shredding, mowing, weed eating and maintenance is ongoing

Sign replacement:

Replaced road sign China Cove
Replaced 2 road signs Maple Lane
Replaced road sign Cedar Circle

Permanent Street, utility cut repairs, pot hole repairs:

Permanent Street repairs
West 3rd Street
Lloyd Lane
Hook Street
Lexington Road
Added base and bladed alley between North Main Street and North Avenue C
Excavated and added base to seven areas on West 7th Street
Pot hole patch throughout town
Multiple locations

Curb, Gutters, Drains, and Ditch Cleaning

Repaired concrete curb
West 3rd Street
Lloyd Lane
Loesch Drive
Robin Road
Repaired concrete sidewalk Farm to Market 1100
Cleaned curb and gutters
Depot Street
South Avenue C from Railroad Tracks to Post Office
Hilltop Drive

Litter Control

U. S. Highway 290 East and West
State Highway 95 North and South
Taylor Road
Central Avenue
Main Street
Historic District
Lee Dildy Boulevard
Roy Rivers
Elizabeth Rivers
Martin Luther King Boulevard

Ochoa Street
Monterrey Cove
West Cleveland
East 1st Street
Madison Street from Ward Street to Hall Street
Jackson Street
Washington Street
Old McDade Road
East Lexington Road
East 1st Street

Events:

Preparation for Lee Dildy/Roy Rivers Boulevard Extension ground breaking
Salted and sanded roads due to ice
Set up and break down- TxDOT And City of Elgin Ground Breaking on Sidewalk Project

Saratoga Farms Subdivision: Section 5

Contractor begin work on Section 5

FM 1100 Sidewalk Project: (TXDOT – TAP. SJ:0914-00-393)

Contractor began forming and pouring concrete on County Line Road

Lee Dildy and Roy Rivers Boulevard Extension Project

Project began:

Joe Parten

Director, Public Works
City of Elgin

UTILITY BILLING REPORT			January 2018
Billed out	\$457,070.78		
Past due notices	715	\$105,365.85	
Work orders-Cut offs	53		
Disconnected for non pmt	47		
Extension to pay 1st	101		
Extension due for disconnect	5		
Meter tamper fee	0		
After Hour turn on	2		
Accounts set to final	5	for non pmt	

METER REPORT		
WORK ORDERS	COMPLETED	INCOMPLETE
START READ	33	7
FINAL READ	38	1
TRANSFERS / IN AND OUT	10	0
CTO'S / DISCONNECT NON-PMT	106	0
SET METER	3	6
ERT REPLACEMENTS	0	18
METER REPLACEMENTS	38	56
VISUAL READS	18	
FAILURE TO READ (MOBILE MISS)	86	0
RE READS	26	0
WL / CHECK FOR WATER LEAK	12	3
METERS DATA LOGGED	4	2
MISCELLANEOUS	39	28
TOTAL NUMBER OF WORK ORDERS	413	121
CURB STOPS		
BROKEN CURB STOPS	0	37
TOTAL NUMBER OF WORK ORDER	0	37
BULK WATER		
PURCHASES	13	
TRIPS/GALLONS	20/14500	
TOTAL COLLECTED	\$66.99	

Dodie Navejas, Utility Billing Supervisor
Customer Service/A/R Supervisor

310 N. Main Street
512-229-3220 office

Monthly Reports January 2018

Department 023 Water Treatment

Well # 10	0 Gallons
Well # 11	495,000 Gallons
Well # 14	18,476,000 Gallons
Well # 15	14,691,000 Gallons
Water loss due to leaks or flushing	400,000 Gallons
Total Water Pumped	33,262,000 Gallons

Chemicals Used

Chlorine	734 Pounds
Sequest	70 Gallons

Distribution Samples

Bacteriological Samples Taken	11
Average Chlorine Residual	1.66 mg/l
Violations	0

Department 024 Distribution

Line Repairs/New installations

Main Line Breaks	4
Service Line Breaks	5
Miscellaneous Repairs/Complaint Calls	20
New Connections/Taps	1
Installation of New Water Main	0

Department 026 Wastewater

Collections

Backups

Main Lines	1
Service Lines	6
After Hours Call-Outs	10

Line Repairs/New Installations

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

Lift Station Maintenance/Repairs

Hour Meter Reads/Daily Site Checks	9 Daily
Pumps Pulled	1
Pumps Installed	0
Pumps De-raged	2
Motors Pulled	1
Motors Installed	0
Electrical Issues (Repair/Replace Parts)	2
Floats Cleaned/Replaced	0
Grass/Weed Maintenance	0
After Hours Call Outs	10

Wastewater Treatment Plant**Maintenance/Repairs**

Pumps Pulled	1
Pumps Installed	1
Motors Pulled	1
Motors Installed	1
Control System/Electrical Repairs	1
Cleaned Wet Well Floats	1
Miscellaneous Repairs	16
After Hours Call-Outs	0

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	480,400 Gallons
Maximum Daily Flow	597,200 Gallons
Average Daily Flow	552,300 Gallons
Total Monthly Flow	17,121,800 Gallons

Effluent DO (Dissolved Oxygen) Average	8.19
Effluent Chlorine Residual Average	1.89 mg/l
Effluent pH Average	7.24
Total Phosphorus Average	0.145
CBOD (Carbonaceous Biochemical Oxygen Demand) Average	3.59
TSS (Total Suspended Solids) Average	2.1
Ammonia/Nitrates Average	0.666

Remarks :

**MINUTES
ELGIN CITY COUNCIL
REGULAR MEETING
CITY ANNEX COUNCIL CHAMBERS, 310 NORTH MAIN STREET
TUESDAY, FEBRUARY 6, 2018**

CALL TO ORDER

ROLL CALL

Present: Chris Cannon, Mayor
Juan Gonzalez, Mayor Pro Tem
Mary Penson, Council Member
Susie Arreaga, Council Member
Jessica Bega, Council Member
Daniel Lopez, Council Member
Sue Brashar, Council Member
Neil Beyer, Council Member

Mayor Chris Cannon certified there was a quorum and stated all members were present except for Council Member Thomas and called the meeting to order at 7:00 p.m. Mayor Cannon asked if everyone had received the message from Council Member Thomas, and all responded that they had.

Council Member Brashar moved to excuse Council Member Thomas's absence. Council Member Beyer seconds the motion. Motion carried 8-0.

Staff: Thomas L. Mattis, City Manager
Charles Cunningham, Director of Finance
Patrick South, Police Chief
Sandy Ott, Library Director
Michael Gonzalez, Director Parks and Rec.
Doug Prinz, Utilities Director
Gary Cooke, Planning Director
Joe Parten, Public Works Director
Amy Miller, Community Dev. Director

INVOCATION

Council Member Penson gave the invocation.

CITY COUNCIL MEETING MINUTES

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City Annex Council Chambers

PLEDGE OF ALLEGIANCE

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

PUBLIC HEARING

Mayor Cannon recessed the Regular Meeting and opened the Public Hearing at 7:03 p.m.

PUBLIC COMMENTS ON A PROPOSED ZONING CHANGE REQUESTED BY SANDRA J. MENLEY, OWNER OF THE PROPERTY LOCATED AT 832 EAST 2ND STREET IN THE THOMAS CHRISTIAN SURVEY ABSTRACT NUMBER A20 AND BEING APPROXIMATELY 0.647 ACRES, TO CHANGE THE ZONING FROM R-2 SINGLE FAMILY AND DUPLEX DWELLING DISTRICT TO R-3 SINGLE FAMILY DWELLING DISTRICT.

With no one wishing to speak, Mayor Cannon closed the Public Hearing at 7:03 p.m.

PUBLIC COMMENT

Mayor Cannon opened Public Comments.

Aina Dodge spoke and stated she was not a city resident but was a county resident and her property was adjacent to the Elgin bridge. She stated she was opposed to moving the Old Wilbarger Bridge and read a statement she shared with Judge Pape. In the statement she mentioned the bridge was an integral part of the county as one of the few standing structures dating to the 1800's. She stated moving the bridge to Elgin was a good option if there were no other options, but that none had been explored and she would like to have that opportunity before the final decision is made.

Holly Taylor spoke about her ongoing concern about getting speed bumps in their County Line neighborhood. She stated they had been given various reasons for not being able to get speed bumps, and at one point they got a petition a few years ago but nothing ever came of it. She stated that there were many children in the neighborhood as well as grandparents pushing strollers and cars would come speeding through the streets. She asked what has to happen in order to get speed bumps.

Jon Beall spoke and stated he and his brother owned a farm in the Elgin ETJ and came before Council as president of the Wilbarger Creek Conservation Alliance. He stated he was there to speak about two things, the black prairie farmland and the storm water generated in the Wilbarger watershed. He stated their mission was to preserve farms, ranches and open spaces and during their five years they had been successful in preserving 1000 acres. He asked that Council be stringent in storm water regulation.

CITY COUNCIL MEETING MINUTES

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City Annex Council Chambers

Courtney Young spoke and stated she lived in Austin but worked with Jon Beall and was also part of the Wilbarger Conservation Alliance. She stated she wanted to give a quick summary of another advocacy issue they are working on that had to do with industry moving into this area, and the effect on the community and wildlife. She stated an asphalt emulsion company recently constructed an asphalt facility off of old Hwy 20 that is just 10 miles from here and that the people that live there are being affected by fumes and traffic. She stated they have filed a wastewater permit to discharge their boiler blow down into Wilbarger Creek. The permit was denied, but she wanted to share the story and that people were concerned.

With no one else wishing to speak, Mayor Cannon closed the Public Comment period.

PRESENTATIONS

1. A PROCLAMATION DECLARING FEBRUARY 2018 AS NATIONAL AFRICAN AMERICAN HISTORY MONTH IN THE CITY OF ELGIN

Mayor Cannon read the Proclamation.

2. Employee of the First Quarter – Chris Watson

Sandy Ott, Library Director announced Chris Watson as the Employee of the First Quarter.

CITY MANAGER'S REPORT

1. Consideration and possible action responding to a proposal by Bastrop County to relocate the Old Wilbarger Bridge (Lower Elgin River Road Bridge) to city-owned property

Council Member Penson moved to deny a proposal by Bastrop County to relocate the Old Wilbarger Bridge to city-owned property. Council Member Brashar seconds the motion. Motion carried 8-0.

2. Review and discussion of a preliminary staff report on fees, access, operating policies and procedures of the new City of Elgin Recreation Center

Mayor Cannon stated that this item was the new proposed fees for the rec center but due to time constraints between meeting agenda preparation there was not enough time for everyone to review it. Mayor Cannon stated that he wanted to propose to Council about going back to 2 meetings a month, every first and third Tuesday of the month and moving this item to the second meeting in February, giving everyone time to review the fee schedule.

3. General Activity Report and Project Update

CITY COUNCIL MEETING MINUTES

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City Annex Council Chambers

City Manager Thomas Mattis stated that the Public Works department cleaned up the ditch in front of Walmart as part of the program to get the corridor cleaned up. He also mentioned how successful the blood drive of two weeks ago had been, with 46 donations and 177 donations in four different blood drives. Mr. Mattis stated how well attended the Seton presentation had been and attended by a lot of people he did not recognize. He also reminded the Council about the Lee Dildy groundbreaking the next day.

4. Monthly Departmental Activity Reports – December

Mr. Mattis stated the departmental reports were attached and if anyone had questions to let him know.

CONSENT AGENDA

1. Review and consider certain street closures for the 4th annual Superhero 5K on Saturday March 10th, 2018 from 8:00 am to 12:00 pm
2. A RESOLUTION OF THE CITY OF ELGIN, TEXAS ADOPTING A CODE OF CONDUCT POLICY REGARDING COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS AND MAKING CERTAIN FINDINGS RELATED THERETO
3. City Council Regular Meeting Minutes - January 2, 2018

Council Member Brashar moved to approve the three Consent Agenda items with corrections to the minutes as provided to the City Secretary. Council Member Beyer seconds the motion. Motion carried 8-0.

NEW BUSINESS

AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF ELGIN, TEXAS ADOPTED IN CHAPTER 46, SECTION 46-3, REVISED CODE OF ORDINANCES, CITY OF ELGIN, TEXAS, 2013 AND MAKING THIS AMENDMENT A PART OF SAID OFFICIAL ZONING MAP, TO WIT: TO REZONE FROM R-2 TO R-3 SINGLE FAMILY DWELLING DISTRICT, THE PROPERTY BEING APPROXIMATELY 0.647 ACRE OUT OF THE THOMAS CHRISTIAN ABSTRACT NO. A20, CITY OF ELGIN, BASTROP COUNTY, TEXAS; AND PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES AND RESOLUTIONS.

Council Member Brashar moved to approve the ordinance as written. Council Member Bega seconds the motion. Motion carried 7-1 with Council Member Arreaga voting no.

CITY COUNCIL MEETING MINUTES

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City Annex Council Chambers

AN ORDINANCE OF THE CITY OF ELGIN, TEXAS GRANTING, UPON FINAL EXECUTION BY THE MAYOR, AN AMENDED AND EXTENDED FRANCHISE AGREEMENT WITH REPUBLIC SERVICES FOR A SEVEN (7) YEAR TERM COMMENCING ON THE EFFECTIVE DATE; CONTAINING VARIOUS TERMS AND CONDITIONS WITH REGARD TO THE EXTENSION OF SUCH FRANCHISE; CONTAINING A SEVERABILITY CLAUSE; DECLARING AN EFFECTIVE DATE AND MAKING CERTAIN FINDINGS RELATED THERETO

Council Member Penson moved to approve the negotiated contract with Republic Services for the curbside collection of household trash recycling both waste and related services and the ordinance as presented. Council Member Lopez seconds the motion. Motion carried 8-0.

Discussion and possible action to appoint/re-appoint members to Committees/Commissions with expiring terms.

- Elgin Main Street Board
- Historic Review Board
- Board of Adjustments
- Building Standards Commission
- Planning and Zoning Commission
- Parks and Recreation Advisory Board
- Library Advisory Board
- Public Safety Advisory Committee

Mayor and Council discussed and agreed to go through and appoint or re-appoint members using the list provided by the City Secretary.

Parks and Recreation Advisory Board:

Council Member Penson moved to reappoint Debbie Gaston, Patti Tatum and Brad Kilgore to the Parks Board. Council Member Brashar second the motion. Motion carried 8-0.

Elgin Main Street Board

Council Member Brashar moved to reinstate the members with expired terms and add Charles McInnis for Dorothy McCarther's expired term. Council Member Beyer seconds the motion. Motion carried 8-0.

Elgin Historic Review Board

Council Member Bega moved to re-appoint Emily Koller, Melissa Cole and Ed Rivers to the Elgin Historic Review Board. Council Member Lopez seconds the motion. Motion carried 8-0.

CITY COUNCIL MEETING MINUTES

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City Annex Council Chambers

Library Advisory Board

Council Member Brashar moved to re-appoint Michelle Austino and Christy Taylor, and waive the occupancy rule for Mary Kathleen Clark. Council Member Penson seconds the motion. Motion carried 7-1 with Mayor Pro Tem voting no.

Planning and Zoning Commission

Council Member Brasher moved to extend the terms of all that are on the board and nominate Rob Ryland to replace Geno Chavarria. Council Member Penson seconds the motion. Council Member Beyer moved to approve those that are up for re-appointment with the replacement of Jason Tatum for Geno Chavarria. Mayor Cannon stated that he would ask if there was a second on the motion. Council Member Lopez seconds the motion. Mayor Cannon stated that under parliamentary procedure the chair reserves the right to entertain any motion when given multiple, and has always gone with the first motion made unless the first motion is withdrawn. He asked Council Member Brashar if she wished to withdraw her motion and she replied “no”. Council Member Penson stated she wanted to withdraw her second and asked if she could do that. Mayor Cannon asked if anyone was willing to replace Council Member Penson’s motion. No one responded. Council Member Bega stated that she thought they needed clarification on the procedure on whether or not a second can be withdrawn. The Mayor then asked the City Attorney Charlie Crossfield if the second could not be withdrawn, and he agreed and suggested they go ahead and vote on the first motion. Mayor Cannon asked if there was a rule on what motion he went ahead for a vote with and the City Attorney replied that there was not. Mayor Cannon stated that they would go with the first motion as was tradition. He stated that there was a motion made by Council Member Brashar and a second by Council Member Penson. Motion failed 5-3 with Mayor Pro Tem Gonzalez, Council Members Arreaga, Penson, Lopez, and Beyer voting no and Council Members Brashar, Bega and Mayor Cannon voting yes.

Mayor Cannon stated there was a second motion by Council Member Beyer to appoint Jason Tatum to the Planning and Zoning Commission, with a second by Council Member Lopez. Motion carried 8-0.

Board of Adjustments

Council Member Brashar moved to re-appoint Lynn Cottle and Brenda Pena. Council Member Penson seconds the motion. Motion carried 8-0.

Building Standards Commission

Council Member Brashar moved to approve all of the renewals on the Building and Standards Commission and add Robert Ryland to replace Roy Pruneda. Council Member Arreaga seconds the motion. Motion carried

Public Safety Advisory Committee

Council Member Brashar moved to re-appoint all members to the Public Safety Advisory Committee listed and leave the one vacancy for further review, and waive the occupancy rule for

Mike Walterscheidt. Council Member Lopez seconds the motion. Motion carried 7-1 with Mayor Pro Tem Gonzalez voting no.

CITY COUNCIL MEETING MINUTES

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City Annex Council Chambers

City Manager Thomas Mattis asked if the Mayor would go back to the City Managers Report as he had forgotten that the Finance Director Charles Cunningham had a report to present to the Council. Mayor Cannon agreed.

Charles Cunningham, Finance Director provided an Investment report that was required to be prepared and presented to Council each year. He stated in the future it would be provided quarterly.

A RESOLUTION OF THE CITY OF ELGIN, TEXAS AUTHORIZING THE MAYOR TO EXECUTE AN INTERLOCAL CONTRACT WITH THE CAPITAL AREA EMERGENCY COMMUNICATIONS DISTRICT FOR PUBLIC SAFETY ANSWERING POINT (PSAP) MAINTENANCE, EQUIPMENT, AND TRAINING AND MAKING CERTAIN FINDINGS RELATED THERETO

Council Member Brashar moved to approve the resolution as presented. Council Member Beyer seconds the motion. Motion carried 8-0.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ELGIN, TEXAS TO AUTHORIZE EXECUTION OF AN AGREEMENT WITH THE LOWEST RESPONSIBLE BIDDER THAT WILL PROVIDE ELECTRICAL ENERGY FOR THE CITY OF ELGIN BEGINNING ON OR ABOUT DECEMBER 1, 2018 AT THE LOWEST GUARANTEED RATE BY THE SELECTED BIDDER

Council Member Beyer moved to approve a resolution of the City Council of the City of Elgin, Texas to authorize execution of an agreement with the lowest responsible bidder that will provide electrical energy for the City of Elgin beginning on or about December 1, 2018 at the lowest guaranteed rate by the selected bidder Reliant Energy. Mayor Pro Tem Gonzalez seconds the motion. Motion carried 8-0.

A RESOLUTION OF THE CITY OF ELGIN, TEXAS TO CAST A VOTE FOR A PERSON TO SERVE ON THE BOARD OF DIRECTORS OF THE TRAVIS CENTRAL APPRAISAL DISTRICT

Council Member Bega moved to cast a vote for James Hamann. Council Member Beyer seconds the motion. Motion carried 5-3 with Council Members Beyer, Brashar and Arreaga voting no.

AN ORDINANCE OF THE CITY OF ELGIN, TEXAS, CALLING AN ELECTION ON MAY 5, 2018 FOR THE PURPOSE OF ELECTING CERTAIN CITY OFFICIALS; DESIGNATING ELECTION PRECINCTS AND POLLING PLACES; PROVIDING FOR EARLY VOTING

CITY COUNCIL MEETING MINUTES

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City Annex Council Chambers

AND ELECTION DAY VOTING; PROVIDING FOR PERFORMANCE OF REQUIRED ADMINISTRATIVE DUTIES; MAKING PROVISIONS FOR THE CONDUCT OF SUCH ELECTION; CERTIFYING PROVISION OF REQUIRED ACCESSIBLE VOTING SYSTEMS

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

Council Member Penson moved to authorize and approve the ordinance calling for a general election on May 5, 2018 for the purpose of filling expired terms. Council Member Beyer seconds the motion. Motion carried 8-0.

ANNOUNCEMENTS

Mayor Cannon asked if anyone had any announcements. Amy Miller announced that Dorothy McCarther, with Dorothy's Jewelry and Gifts was celebrating 25 years in business downtown and on Thursday at 5p.m. they were having a re-grand opening and Sip, Shop and Stroll was also on that night.

Council Member Beyer mentioned an art exhibit on Thursday night through weekend downtown.

Council Member Penson mentioned the Lee Dildy groundbreaking the next day.

EXECUTIVE SESSION

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

Mayor Cannon recessed the Regular Council Meeting at 9:30 with a five minute break.

Mayor Cannon adjourned into Executive Session at 9:49 p.m.

1. Adjourn into Executive Session pursuant to Section 551.071 consultation with the City Attorney to seek his or her advice on legal matters, to wit; Cause No. D-1-GN-17-006890, Bonnie Crankshaw vs. the City of Elgin

RECONVENE

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

Mayor Cannon Adjourned the Executive Session and Reconvened into Regular Council meeting at 10:16 p.m.

ADJOURNMENT

Mayor Cannon adjourned the City Council meeting at 10:18 p.m.

CITY COUNCIL MEETING MINUTES
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City Annex Council Chambers

APPROVED

Chris Cannon, Mayor

ATTEST:

Amelia Sanchez, City Secretary



Elgin City Council Meeting Agenda Item Executive Summary

ITEM: City Council Regular Meeting Minutes February 6, 2018

DEPARTMENT: Administration

PROPOSED ACTION:

Review and approve the February 6, 2018 Regular Meeting Minutes.

BACKGROUND:

N/A

BUDGET/FINANCIAL IMPACT:

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

RECOMMENDATION:

Approval of the February 6, 2018 City Council Regular City Council Meeting Minutes.

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.

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

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



Elgin City Council Meeting Agenda Item Executive Summary

ITEM: Review and consider approving waving the open container ordinance and the park curfew ordinance in Elgin Memorial Park for the 30th Annual Elgin Volunteer Fire Department Cookout and Fundraiser from 12:00 pm Thursday April 12 to 12:00 am Sunday April 15 2018.

DEPARTMENT: Parks & Recreation

PROPOSED ACTION:

Review and Approve

BACKGROUND:

This cookout is an annual fundraiser in its 30th year of operation.

BUDGET/FINANCIAL IMPACT:

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

RECOMMENDATION:

Approve waiving the ordinance

ATTACHMENTS:

Letter from EVFD

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

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



Good Afternoon,

I am requesting an open container and park curfew waiver at Elgin Memorial Park for the Elgin Volunteer Fire Departments 30th Annual BBQ Cook-Off. I am requesting the waiver for the dates of April 12th through midnight April 14th 2018. If you have any questions please feel free to contact me.

Thank you,
Amanda Horelica
Ahorelica@yahoo.com
512-289-3313

BRISKET

4:00 P. M.G



Elgin City Council Meeting Agenda Item Executive Summary

ITEM:

An Ordinance amending the official zoning map of the City of Elgin, Texas adopted in Chapter 46, Section 46.3, Code of Ordinances, City of Elgin, Texas and making this amendment a part of said official zoning map, to wit: To rezone property being lot 3-A, Block H, in the Garrett's Second Addition, located at 414 East 8th Street, City of Elgin, Bastrop County, Texas from R-2 Residential to S-P for a Specific Use Permit for a meadery.

DEPARTMENT: Planning and Development

PROPOSED ACTION:

Consideration, discussion and action on the proposed ordinance granting a Specific Use Permit for a period of five (5) years.

BACKGROUND:

The Planning & Zoning Commission held the first of two public hearings on the proposed renewal on February 26, 2018. At that meeting, they voted to recommend to the Elgin City Council the extension of the Specific Use Permit for a period of five (5) years. The minutes to that meeting are attached.

BUDGET/FINANCIAL IMPACT:

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

RECOMMENDATION:

Staff recommends adoption of the Ordinance granting a specific use permit for a period of five (5) years.

ATTACHMENTS:

Executive Summary

February 26, 2018 Planning & Zoning Commission Agenda

February 26, 2018 meeting minutes

Ordinance

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

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

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

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



AGENDA
ELGIN PLANNING AND ZONING COMMISSION
PUBLIC HEARING/REGULAR MEETING
MONDAY, FEBRUARY 26, 2018, 6:30 P.M.
CITY HALL ANNEX COUNCIL CHAMBERS
310 NORTH MAIN STREET

CALL TO ORDER

PUBLIC COMMENT

Individuals may request to speak on items on the agenda, and items not on the agenda. Speaker comments are limited to three (3) minutes. No formal action can be taken on items not posted on the agenda. All speakers must limit their comments to the specific subject matter noted on the "PUBLIC COMMENT FORM" and refrain from personal attacks or derogatory comments directed at any Commission Member, member of Staff, other individual or group.

CONSENT

1. Approval of minutes, January 29, 2018 meeting.

UNFINISHED BUSINESS

1. NONE.

NEW BUSINESS

1. REVIEW AND MAKE POSSIBLE RECOMMENDATIONS TO THE ELGIN CITY COUNCIL ON A SPECIFIC USE PERMIT REQUEST SUBMITTED BY MICHA ERWIN, OWNER OF THE PROPERTY LOCATED IN GARRETT'S SECOND ADDITION, BLOCK H, LOT 3A, AT 414 E 8TH STREET, CITY OF ELGIN, COUNTY OF BASTROP, TEXAS, TO RENEW THE SPECIFIC USE PERMIT FOR FIVE (5) YEARS SO THAT HE MAY OPERATE A MEADERY.

EXECUTIVE SESSION

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

RECONVENE

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

ANNOUNCEMENTS

ADJOURNMENT

NOTICE

I, Gary N. Cooke, Director Planning & Development for the City of Elgin, hereby certify this notice was posted at the City Hall Annex of the City of Elgin, Texas on or before the 9th of February, 2018 before 5:00 p.m. in accordance with Chapter 551 of the Texas Government Code. The Elgin City Council will hold a public hearing on item #1 on Tuesday, March 6, 2018 at 7:00 pm in the City Hall Annex Council Chambers.



Gary N. Cooke, Director Planning & Development

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

Para informacion en espanol favor de llamar 512-281-0119. Servicios de traduccion disponible en la reunion.

MINUTES
PLANNING AND ZONING COMMISSION
PUBLIC HEARING-REGULAR MEETING
MONDAY, February 26, 2018 – 6:30 PM

CALL TO ORDER: Chairman Antonio Prete called the meeting to order at 6:30 PM.

PRESENT: Jason Tatum, Brian Lundgren, Antonio Prete, Dorothy McCarther, Rudy L. Ramirez. Staff: Gary N. Cooke, Melissa Lipiec, Charlie Navejas,

Absent: Ronnie Creppon and David Lanford.

Guest: Micah Erwin, Sue Beckwith, Linda Menchen, Jules Assata, Natalie Engeling, Adam King

PUBLIC COMMENT: None

MINUTES: Brian Lundgren made a motion to approve the minutes of the January 29, 2017 meeting as presented. Dorothy McCarther seconded the motion and a vote was taken. The motion passed with a vote of four (4) yes and zero (0) no with Jason Tatum abstaining due to the fact that he was not present at that meeting.

UNFINISHED BUSINESS: None

NEW BUSINESS:

1. REVIEW AND MAKE POSSIBLE RECOMMENDATIONS TO THE ELGIN CITY COUNCIL ON A SPECIFIC USE PERMIT REQUEST SUBMITTED BY MICHA ERWIN, OWNER OF THE PROPERTY LOCATED IN GARRETT'S SECOND ADDITION, BLOCK H, LOT 3A, AT 414 E 8TH STREET, CITY OF ELGIN, COUNTY OF BASTROP, TEXAS, TO RENEW THE SPECIFIC USE PERMIT FOR FIVE (5) YEARS SO THAT HE MAY OPERATE A MEADERY. Gary N. Cooke addressed the commission and stated that the City Council had previously granted a specific use permit to Mr. Erwin for a period of three (3) years. Mr. Erwin is requesting an extension of the specific use permit for a period of five (5) more years which is what staff recommended. Mr. Micah Erwin then addressed the commission stating that due to health and other various issues; they were unable to start their meadery operation right away and that was the reason for requesting the renewal. Operations began only last October. He explained that their operation will not cause an increase in traffic for the area and there are no loud noises because all of the equipment is hand operated and they are not open to the public. He stated that his long term goal is to move his operation downtown. Chairman Antonio Prete then asked for public comments regarding this specific use permit. Susan Beckwith of 408 E 8th street addressed the commission and stated that she lives two doors down from the Erwins and she supports local businesses such as this one. Jules Assata, also of 408 E 8th Street addressed the commission next and stated that she too was in support of granting the specific use permit and stated that she had no problems with the Erwin family or the business. After a bit more discussion Gary N. Cooke informed the commission that staff recommends approval of the renewal of the Specific Use Permit. Brian Lundgren made a motion to recommend the extension as presented to the Elgin City Council. Rudy L. Ramirez seconded the motion and a vote was taken. The motion passed unanimously with a vote of five yes and zero no.

Executive Session:

NONE

ANNOUNCEMENTS: Gary N. Cooke introduced and welcomed the newest member of the Planning and Zoning Commission; Jason Tatum. He is replacing Geno Chavarria who resigned in December. Gary N. Cooke also informed the commission that development is picking up and that they would be meeting regularly.

ADJOURN: 6:42 pm

Antonio Prete

Chairman, Planning and Zoning Commission

ATTEST:

Gary N. Cooke
Secretary, Planning and Zoning Commission

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF ELGIN, TEXAS ADOPTED IN CHAPTER 46, SECTION 46-3, CODE OF ORDINANCES, CITY OF ELGIN, TEXAS AND MAKING THIS AMENDMENT A PART OF SAID OFFICIAL ZONING MAP, TO WIT: TO REZONE PROPERTY BEING LOT 3A, BLOCK H, IN THE GARRETT'S SECOND ADDITION, LOCATED AT 414 EAST 8TH STREET, CITY OF ELGIN, BASTROP COUNTY, TEXAS FROM R-2 RESIDENTIAL TO S-P FOR A SPECIFIC USE PERMIT FOR A MEADERY.

WHEREAS, an application has been made to the City Council of the City of Elgin, Texas to amend the Official Zoning Map to rezone the property described in Exhibit "A", attached hereto and incorporated herein, from R-2 Residential, to S-P, Specific Use and

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

WHEREAS, the Planning and Zoning Commission held a public hearing concerning the requested change on the 26th day of February, 2018, following lawful publication of the notice of said public hearing, and

WHEREAS, after considering the public testimony received at such hearing, the Planning and Zoning Commission has recommended that the Official Zoning Map be amended so that the zoning classification of the property described in Exhibit "A" be changed from R-2 Residential Zoning to S-P Specific Use, for (5) five years.

WHEREAS, on the 6th day of March, 2016, after proper notification, the City Council held a public hearing on the requested amendment, and

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

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

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

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

I.

That the Official Zoning Map adopted in Chapter 46, Section 46-3, City of Elgin, Texas is hereby amended so that the zoning classification of the property described in Exhibit (A) is hereby changed from R-2 Residential Zoning, to S-P Specific use for five (5) years from the effective date of this amended ordinance.

II.

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

READ, PASSED, and ADOPTED on first reading this the 6th day of March, 2018.

CHRIS CANNON, MAYOR

ATTEST:

AMELIA SANCHEZ, CITY SECRETARY

EXHIBIT A

PROFESSIONAL
LAND SURVEYORS

1515 Chestnut Street (512) 303-0952
Bastrop, Texas 78621 Fax: (512) 332-0961

METES AND BOUNDS DESCRIPTION

0.302 ACRE OF LAND BEING A PORTION OF LOT 3, BLOCK H, GARRETTS 2ND ADDITION, CITY OF ELGIN, BASTROP COUNTY, TEXAS PER PLAT RECORDED IN VOLUME 45, PAGE 618, DEED RECORDS OF BASTROP COUNTY AND CABINET 1, PAGE 100B, PLAT RECORDS OF BASTROP COUNTY, SAME BEING THAT TRACT CONVEYED AS 0.302 ACRE TO SEAN A. COOPER AND SHONNA K. COOPER PER VOLUME 1744, PAGE 337, OFFICIAL RECORDS OF BASTROP COUNTY AND MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS PER SURVEY SUPERVISED BY C. RICHARD RALPH, R.P.L.S. NO. 4758 DURING AUGUST, 2013:

BEGINNING at an iron rod found for the northwest corner hereof, the common north corner of Lots 3 and 4 of said Block H, the common north corner of said 0.302 acre and Lot 4A, Muery Subdivision per Cabinet 2, Page 24B of said Plat Records and a point on the south right-of-way line of North Avenue H (70' R.O.W.);

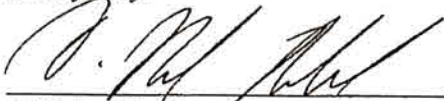
THENCE S 60°00'00" E, 179.37 feet to an iron rod found for the northeast corner hereof, of said Lot 3 and said Block H and the intersection of the south line of said North Avenue H with the west right-of-way line of East 8th Street (60' R.O.W.);

THENCE S 30°00'00" W, 73.33 feet along the north line of said East 8th Street to an iron rod found for the southeast corner hereof and the common east corner of said 0.302 acre and that tract conveyed as 0.289 acre to Mickey Concienne and Jeniffer Concienne per Volume 1471, Page 489 of said Official Records;

THENCE N 60°00'00" W, 179.37 feet to an iron rod found for the southwest corner hereof, the common west corner of said 0.302 acre and said 0.289 acre, a point on the common line of said Lots 3 and 4 and a point on the east line of said Lot 4A;

THENCE N 30°00'00" E, 73.33 feet along the west line of said 0.302 acre, the common line of said Lots 3 and 4 and the east line of said Lot 4A to the POINT OF BEGINNING, containing 0.302 acre of land, more or less and shown on the survey map prepared herewith.

Surveyed by:



C. Richard Ralph
Registered Professional Land Surveyor No. 4758
Project No. 9912517.1 - 13/33;F



August 21, 2013

FILED AND RECORDED
OFFICIAL PUBLIC RECORDS

Rose Pietsch

September 03, 2013 03:57:00 PM
KRISTAB FEE: \$28.00 BOOK:2261 PAGE:249-252
ROSE PIETSCH, County Clerk
Bastrop, Texas
201311651

EXHIBIT "A"

DEED

State of Texas Registered Professional Land Surveyors



Elgin City Council Meeting Agenda Item Executive Summary

ITEM:

Consideration, discussion and possible action to award a contract to the low bidder Weisinger Incorporated, in the amount of \$629,300.00 for the Water Well No.16 Project and authorize the City Manager to fund the project from the Well 16 Project Fund.

DEPARTMENT: Water Treatment

PROPOSED ACTION:

Award contract for Water Well No. 16 to lowest bidder and authorize City Manager to fund the project from the Well 16 Project Fund.

BACKGROUND:

A total of four (4) sealed bids were received at Elgin City Hall on February 27, 2018 at 11:00 am for the Water Well No. 16 Project. The bids ranged from \$1,038,000 from Alsay Incorporated of San Antonio, Texas to \$629,300 from Weisinger Incorporated of Conroe, Texas. TRC Solutions prepared a bid tabulation and prepared a recommendation for awarding the contract.

BUDGET/FINANCIAL IMPACT:

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

RECOMMENDATION:

Staff recommends that Weisinger Incorporated of Conroe, Texas be awarded the construction project in the amount of \$629,300 and authorize the City Manager to fund and pay for the project from the Well 16 Project Fund.

ATTACHMENTS:

Executive Summary

Recommendation Letter and Bid Tabulation

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

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

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

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



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

505 East Huntland Drive
Suite 250
Austin, TX 78752

512.454.8716 PHONE
512.454.2433 FAX

www.TRCsolutions.com

February 27, 2018

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

Attn: Mr. Thomas Mattis, City Manager

**RE: Water Well No. 16
Bid Recommendation**

Dear Mayor Cannon and Council Members:

Four (4) sealed bids were received at Elgin City Hall on February 27, 2018 at 11:00 A.M. for the above-referenced project. The bids ranged from \$629,300.00 from Weisinger Incorporated of Willis, Texas to \$1,138,000.00 from Alsay Incorporated of Houston, Texas.

This project consists of well, surface casing, screen, blankliner, pump equipment, column, piping, electrical, fencing for new Water Well No. 16. All necessary appurtenances will be incorporated into the construction.

The construction completion period is one hundred eighty (180) consecutive calendar days.

It is recommended that Weisinger Incorporated be awarded the construction contract in the amount of \$629,300.00. TRC has worked with Weisinger on several well projects, including Well No. 14 for the City of Elgin. They completed these previous projects satisfactorily, and we expect the same performance on this project. The Contractor has a bid bond and will be required to furnish a Standard Form of Agreement, Performance Bond and Payment Bond to the City. A detailed bid tabulation is attached for your reference.

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

Sincerely,

A handwritten signature in blue ink, appearing to read "K. Beau Perry", with a stylized flourish at the end.

K. Beau Perry, P.E.
Vice President

Enclosures

CITY OF ELGIN
Water Well No. 16
Bid Tabulation
February 27, 2018 - 11:00 AM



				Weisinger Incorporated 18150 IH 45 N. Willis, Texas 77318		Friedel Drilling Company 555 City of Hochheim Road Yoakum, Texas 77995	
Item	Item Description	Qty.	Unit	Unit Price	Total	Unit Price	Total
BASE BID PROPOSAL							
P.1	Performance and Payment Bonds	1	LS	\$9,794.00	\$9,794.00	\$51,000.00	\$51,000.00
P.2	Mobilization/De-mobilization	1	LS	\$50,000.00	\$50,000.00	\$158,000.00	\$158,000.00
P.3	Water Well	1	LS	\$464,544.00	\$464,544.00	\$392,540.00	\$392,540.00
P.4	Pumping Equipment	1	LS	\$82,915.00	\$82,915.00	\$185,000.00	\$185,000.00
P.5	OSHA	1	LS	\$1,219.00	\$1,219.00	\$3,500.00	\$3,500.00
P.6	Plug Existing Well No. 11	1	LS	\$16,882.00	\$16,882.00	\$57,000.00	\$57,000.00
P.7	Storm Water Pollution Prevention Plan	1	LS	\$3,946.00	\$3,946.00	\$3,000.00	\$3,000.00
	TOTAL BASE BID				\$629,300.00		\$850,040.00
ALTERATE ITEMS							
P.A.1	Add/Deduct Pilot Hole Depth	1	LF	\$75.00	\$75.00	\$175.00	\$175.00
P.A.2	Add/Deduct 18" Surface Casing	1	LF	\$70.00	\$70.00	\$55.00	\$55.00
P.A.3	Add/Deduct 12-3/4" Stainless Steel Liner	1	LF	\$185.00	\$185.00	\$200.00	\$200.00
P.A.4	Add/Deduct 12-3/4" Stainless Steel Screen	1	LF	\$250.00	\$250.00	\$240.00	\$240.00
P.A.5	Add/Deduct 24" Underream/Gravel Pack	1	LF	\$75.00	\$75.00	\$214.00	\$214.00
P.A.6	Add/Deduct 8" Oil Lube Pump Column	1	LF	\$70.00	\$70.00	\$140.00	\$140.00
P.A.7	Closing of Test Well	1	LF	\$175,000.00	\$175,000.00	\$50.00	\$50.00

CITY OF ELGIN
Water Well No. 16
Bid Tabulation
February 27, 2018 - 11:00 AM



				Russell Drilling Co., Inc. 15286 US Highway 259 Nacogdoches, Texas 75965		Alsay Incorporated 6615 Gant Road Houston, Texas 77066	
Item	Item Description	Qty.	Unit	Unit Price	Total	Unit Price	Total
BASE BID PROPOSAL							
P.1	Performance and Payment Bonds	1	LS	\$24,000.00	\$24,000.00	\$35,000.00	\$35,000.00
P.2	Mobilization/De-mobilization	1	LS	\$40,000.00	\$40,000.00	\$200,000.00	\$200,000.00
P.3	Water Well	1	LS	\$830,000.00	\$830,000.00	\$636,000.00	\$636,000.00
P.4	Pumping Equipment	1	LS	\$116,000.00	\$116,000.00	\$235,000.00	\$235,000.00
P.5	OSHA	1	LS	\$1,500.00	\$1,500.00	\$1,300.00	\$1,300.00
P.6	Plug Existing Well No. 11	1	LS	\$20,000.00	\$20,000.00	\$26,700.00	\$26,700.00
P.7	Storm Water Pollution Prevention Plan	1	LS	\$5,000.00	\$5,000.00	\$4,000.00	\$4,000.00
	TOTAL BASE BID				\$1,036,500.00		\$1,138,000.00
ALTERATE ITEMS							
P.A.1	Add/Deduct Pilot Hole Depth	1	LF	\$20.00	\$20.00	\$75.00	\$75.00
P.A.2	Add/Deduct 18" Surface Casing	1	LF	\$45.00	\$45.00	\$100.00	\$100.00
P.A.3	Add/Deduct 12-3/4" Stainless Steel Liner	1	LF	\$140.00	\$140.00	\$170.00	\$170.00
P.A.4	Add/Deduct 12-3/4" Stainless Steel Screen	1	LF	\$200.00	\$200.00	\$285.00	\$285.00
P.A.5	Add/Deduct 24" Underream/Gravel Pack	1	LF	\$75.00	\$75.00	\$100.00	\$100.00
P.A.6	Add/Deduct 8" Oil Lube Pump Column	1	LF	\$50.00	\$50.00	\$75.00	\$75.00
P.A.7	Closing of Test Well	1	LF	\$150,000.00	\$150,000.00	\$100,000.00	\$100,000.00



Elgin City Council Meeting Agenda Item Executive Summary

ITEM: A RESOLUTION OF THE CITY OF ELGIN, TEXAS FOR THE CITY COUNCIL TO CONSIDER AND AUTHORIZE THE MAYOR TO EXECUTE AN AGREEMENT BETWEEN THE CITY OF ELGIN ("CITY") AND ALLIANCE WORK PARTNERS ("AWP") THAT ALLOWS THE CITY TO SECURE EMPLOYEE ASSISTANCE PROGRAM (EAP) SERVICES FOR CITY EMPLOYEES UNDER TERMS AND CONDITIONS SPECIFIED IN THE PROPOSED AGREEMENT THAT IS ATTACHED HERETO AS EXHIBIT "A" OF THE RESOLUTION.

DEPARTMENT: Human Resources

PROPOSED ACTION: If the City Council agrees, it is proposed that the Mayor be authorized to execute the Agreement as shown in Exhibit A of the proposed Resolution.

BACKGROUND: During the summer of 2017, the City bid out its Medical Insurance Coverages. That effort resulted in **Humana** being awarded the contract for medical insurance. In evaluating the Plan before it was accepted, it was determined that the scope or range of services under the EAP portion of Humana coverage was not adequate for the potential needs of our employees. For this reason, this part of the insurance coverage was not included in the final total package.

Through the first several months of this fiscal year, it became evident that "self-insuring" this coverage could become too costly in the long run. So, the next logical step was to survey the cost/benefit of this coverage offered by other companies at a more reasonable cost. After performing this survey, Alliance Work Partners (AWP) was identified as having a Plan that provides a good package of services at an acceptable rate and scope of services.

BUDGET/FINANCIAL IMPACT:

Funding for this item was { } included {X} not included in the current-year budget { } N/A.
The annual cost of this contract is less than \$2,200.

RECOMMENDATION: Approval of the proposed Agreement with AWP as submitted.

ATTACHMENTS: Resolution, Copy of Agreement, Brochure of AWP.

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

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

RESOLUTION NO: _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ELGIN, TEXAS TO AUTHORIZE EXECUTION OF AN AGREEMENT WITH ALLIANCE WORK PARTNERS (AWP) PROVIDING INSURANCE COVERAGE UNDER AN EMPLOYEE ASSISTANCE PROGRAM (EAP) FOR CITY EMPLOYEES FOR A PERIOD OF TWELVE MONTHS AND MAKING CERTAIN FINDINGS RELATED THERETO.

WHEREAS, in contracting with a company providing overall health plan coverage for City employees, the City excluded EAP coverage under the umbrella plan; and

WHEREAS, in a survey of other companies providing EAP services, Alliance Work Partners (AWP) was found to provide a higher level of service at a more reasonable price in comparison with the other companies survey; and

WHEREAS, it is deemed in the best interests of the City to provide an employee assistance program(EAP) for the well-being of its employees and whose costs can be absorbed within the current budget appropriation for insurance expenditures;

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

That the Mayor is authorized on behalf of the City of Elgin to execute and Agreement with Alliance Work Partners (AWP).

APPROVED AND RESOLVED BY THE CITY COUNCIL OF THE CITY OF ELGIN, TEXAS ON THIS THE 6TH DAY OF MARCH, 2018.

Chris Cannon, Mayor

ATTEST:

Amelia Sanchez, City Secretary

Alliance Work Partners
A professional service of Workers Assistance Program, Inc.
PURCHASE OF SERVICES AGREEMENT

 X New Renewal

This PURCHASE OF SERVICES AGREEMENT, hereinafter AGREEMENT, is executed on the 21st day of February, 2018 by and between Alliance Work Partners, hereinafter AWP and City of Elgin, Tax I.D.# 74-6000822 hereinafter COMPANY, and the parties do hereby covenant and agree as follows:

1. **PURCHASE OF SERVICES:** COMPANY purchases and AWP agrees to provide the following services for the term and upon the conditions set forth in this AGREEMENT and in the Exhibits below:
 - a. **Description of Services** - See **Exhibit I** for a description of services purchased under this AGREEMENT.
 - b. **Fee Schedule and Conditions** - See **Exhibit II** for the cost of services to be provided by AWP to COMPANY.
2. **TERM:** This AGREEMENT shall commence, and services will begin on **March 1st, 2018** and is self-renewing each year, unless either party provides written notice of termination. This AGREEMENT can be terminated by either party upon a ninety (90) day written notice. AWP reserves the right to cancel services immediately due to delinquent payments of 90 days or more.
3. **LOCATION:** All training, consultation, professional and organizational development for COMPANY personnel shall take place on premises provided by COMPANY, unless otherwise agreed to by AWP for a specific event. Assessment, referral, and brief counseling services provided to COMPANY eligible participants will be conducted at a convenient, appropriate AWP office or affiliate office accessible by the client and AWP staff.
4. **AMENDMENTS:** This AGREEMENT may be amended at any time by mutual agreement of the parties hereto, but any such amendment shall not be operative or valid unless the same is reduced to writing, executed by the parties involved, and attached hereto.
5. **CONFIDENTIALITY:** AWP and COMPANY agree not to use for any purpose other than the performance of this AGREEMENT, or to disclose to others any confidential or proprietary technical or business information of the other party obtained in connection with the performance of any services rendered without the prior written consent of the other party. Each party will treat and will require its employees to treat as strictly confidential all information it has learned in the course of this AGREEMENT, including any client identifiable information received pursuant to the client's consent.
6. **NOTICES:** Any notices required or permitted to be given hereunder shall be mailed, postage prepaid, certified mail, return receipt requested, or delivered in person to the parties at the following addresses:

AWP Initials: _____

COMPANY Initials:

Alliance Work Partners
2525 Wallingwood Drive, Building 5
Austin, Texas 78746

City of Elgin
310 North Main Street
Elgin, TX 78621

Other addresses, including, but not limited to invoicing address may be designated by either party upon written notice to the other party. All communications, notices, or other written instruments shall be deemed to have been delivered when actually delivered in person to the respective party, or if mailed, done in accordance with this section on the mailing date.

7. **ADDITIONAL TERMS:** Not applicable

AWP initials: _____

COMPANY initials: _____

ENTIRE AGREEMENT: This AGREEMENT constitutes the entire understanding of the parties relating to the matters discussed herein, and no prior, contemporaneous or subsequent oral or e-mail agreement, understanding, representations or agreement shall be binding unless this AGREEMENT is amended in writing pursuant to the terms of Paragraph 4, above.

Signature below, and initialing throughout the agreement, indicates that signer is an **Authorized Signatory** with the ability and authority to commit monies and resources to satisfy this legally binding contract agreement on behalf of authorizing Customer/Company/Organization, for the term of the contract.

Authorized Signatory: Officer or representative vested (explicitly, implicitly, or through conduct) with the powers to commit the authorizing organization to a binding agreement.

ALLIANCE WORK PARTNERS

Signature: _____ Date: _____

Print Name: _____ Title: _____

COMPANY

Signature: _____ Date: _____

Print Name: _____ Title: _____

AWP Initials: _____

COMPANY Initials: _____

Exhibit I
Description of Services

STANDARD SERVICES INCLUDED IN THIS AGREEMENT

Subject to the terms and conditions described herein, AWP will provide, as needed:

1. Unlimited Consultation Including the Development of Policies and Procedures.

AWP provides workplace assistance to develop drug-free and alcohol-free workplace policies and procedures integrated with current human resource policies that will meet all applicable state and federal requirements, including U.S. DOT regulations. Management Consultation is included at no extra charge in the form of coaching and telephone consultation to help management with confronting troubled employees, recommending procedural referrals, intervention techniques, follow-up, impact on the work team, and disclosure of confidential information. Ongoing support is also provided for oversight and ongoing technical assistance for HR policy and procedure coordination and review, unlimited management consultations, and workplace-related activities.

2. Unlimited Critical Incident Stress Debriefings.

Critical Incident Stress Debriefing (CISD) is provided on an unlimited and as-needed basis to relieve the stress and trauma induced by a crisis impacting the work group. COMPANY, in conjunction with AWP will define what constitutes a crisis situation.

3. Call Center Services 24 / 7 / 365 Provide Unlimited Assessment and Referral Services to Employees and Family Members.

Includes unlimited calls to our Intake and Referral Department for the purpose of need assessment and referral to either additional EAP services or resources in the community. Our staff can conduct research on behalf of the caller and attempt to provide at least three (3) targeted referrals specific to the needs of the employee or eligible member.

4. Case Management Services.

Case Management Services include crisis intervention, referral to outside treatment resources, referral to community resources, consultation with treatment and service providers, and follow-up support to the individual client.

5. Program Orientations to Supervisors and Staff.

Employee and Supervisor Program Orientations are designed to provide information on how to access AWP workplace services. Supervisors also learn how beneficial AWP can be for increasing employee performance and retention when facing challenges.

6. Promotional Materials Including Brochures, Wallet-cards, Posters and a Monthly Newsletter for Employees and a Monthly Newsletter for Supervisors.

Additionally, an orientation in either CD or online video-streaming formats is made available to all programs.

7. Personal, Professional Training and Onsite Services.

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Up to zero (0) hours per year of onsite training, webinar training, health fair participation, open enrollment participation, or wellness fair participation will be provided by AWP. Onsite training, webinar training, health fair participation, etc., not otherwise covered above, are available for purchase on a fee-for-service basis as per Exhibit II, Section 3.

Professional Development Seminars and Organizational Training are designed to provide useful information and practical skills to employees and supervisors; as well as, to reduce risk or liability for companies and organizations.

Topics may be selected at the discretion of COMPANY and coordinated with AWP for presentation. Please reference the Training Catalog for a listing of available topics.

TRAINING REQUESTS & SCHEDULING:

Generally, training requests require a minimum one (1) hour and five (5) participants per class. Any exemption request to the participant minimum must be discussed and agreed to prior to finalizing such training request.

A 48-hour advance notice is required for cancellations on finalized and scheduled onsite services or trainings. Cancellations of less than 48-hour notice will result in a reduction in annual hours allotted for onsite services and training to COMPANY, or a \$200 per hour fee be charged COMPANY, in an amount equal to the hours scheduled and then subsequently cancelled.

8. Short-term Counseling Services.

For each participant, up to **six (6)** sessions are provided per issue, per year for face-to-face or telephonic counseling for short-term problem resolution. Clients are required to complete counseling on their initial issue prior to starting counseling with a different counselor on a new issue. Clients may call back with a new issue at any time. If it has been less than ninety (90) days since completion of EAP counseling with one provider, the client will be referred to a different counselor for a new issue. If it has been over ninety (90) days, the client may see the same counselor again.

EAP counseling is short term in nature. It may be necessary to refer a client into their network for long-term therapy if more than **six (6)** sessions are necessary to address the presenting issue.

All Work/Life balance, legal and financial issues may be addressed simultaneously and independently from this process.

9. Referrals to Long-term Treatment Resources, if Appropriate.

AWP will refer clients to the treatment resources AWP considers appropriate, including but not limited to financial and legal advisors, physicians, psychologists, public and private agencies, and in/out network treatment facilities within the financial means of the client. All fees charged by the long-term resources will be the responsibility of the client.

10. Safe Ride Program.

The Safe Ride Program can save lives. It encourages employees and their immediate family members, whose driving may become impaired while away from home, to call a cab. The process is simple and confidential - the employer will never know - and the cab fee is reimbursed by AWP. To promote healthy choices, the program may only be used up to three times. Clients using Safe Ride more than once in a 12-month period or three (3)

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times within a 36-month period will be scheduled for a confidential visit with one of our substance abuse counselors in order to receive cab reimbursement. Three (3) years from the third use, the individual's ability to utilize Safe Ride will be reinstated.

11. Appropriate Statistical Reporting Subject to the Restrictions Under Applicable Laws Relating to Client Confidentiality and Privacy.

Trending and Reports include utilization, follow-up, and statistical information that meet standards for ethics, legality, and confidentiality.

12. LawAccess - Legal and Financial Services.

Legal and financial assistance is provided through LawAccess, by offering a free half-hour consultation by phone or in-person per issue per year, and a discount of up to 25% on continued consultation. AWP reserves the right to change the vendor providing this service, as long as the new service provides the same or similar services.

13. HelpNet - Online Services.

HelpNet web-based services provide resource articles, tips, and tools on balancing work and family life, as well as a comprehensive wellness platform with a health risk and wellbeing assessment that instantly connects participants to the EAP and health coaches. AWP reserves the right to change the vendor providing this service, as long as the new service provides the same or similar services.

14. WellCoach

WellCoach delivers preventive health and complimentary care, coaching and educational services to encourage employees and their families to become and remain healthy. AWP reserves the right to change the vendor providing this service, as long as the new service provides the same or similar services.

15. PlanWell

PlanWell This online program is 100% independent and offers you tools to help improve your finances. Regardless of your income or education, anyone can lose track of important financial goals. PlanWell combines online videos with goal-based challenges and rewards.

Exhibit II
Fee Schedule and Conditions

1. **CAPITATED RATE:** Payment shall be made monthly by COMPANY to AWP for all fee-for-services covered under this AGREEMENT, including Exhibits and Addenda. The fee shall be **\$2.15** per employee, per month (PEPM) and shall be due within thirty (30) days of the date of the AWP invoice. The current rate is predicated on **84** covered employees with the first month's fee based upon the number of covered employees noted above.

Following the first month of service AWP will e-mail to COMPANY, on a monthly basis, an 'employee count' request asking for a COMPANY reporting of the number of employees covered for the requested month. All subsequent fees will be adjusted and invoiced monthly, based upon your reporting response to our e-mail 'employee count' requests. Any additional services, billed on a fee-for-service basis, are due within thirty (30) days of the date of the AWP invoice.

Should COMPANY not provide an e-mail response to AWP requests for the 'employee count' by the 5th of each month, AWP will invoice, and COMPANY shall pay the AWP invoiced amount - based upon the last available 'employee count' AWP received. COMPANY will make no adjustments or deductions to an AWP provided invoice resulting from lack of an e-mail response by COMPANY. Any necessary invoice adjustments will be prepared by AWP and submitted to COMPANY in the next subsequent billing cycle.

2. **RATE GUARANTEE:** AWP will guarantee with rate for **one (1) year from March 1st, 2018 through February 28th, 2019**. Thereafter, AWP will provide thirty (30) days notice prior to any rate escalation. Fees are based on the headcount reported by COMPANY. The headcount should include all active employees. Household members, dependents, retirees and terminated employees although covered, are not included in the headcount.

3. **FEE-FOR-SERVICE RATES AND CONDITIONS:** Services billed on a fee-for-service basis are itemized as follows:

Ad hoc reporting (any requested report outside of our normal reporting) is available for \$150.00 per hour with a one-hour minimum for all requests.

Mediation services are available by arrangement. Contact the account manager for a price quote.

On-site counseling is available on a fee for service basis at the rate of \$150.00 per hour plus travel expenses.

For services beyond the number of hours allotted in EXHIBIT I #7 of this AGREEMENT, the fee is \$200 per hour plus travel expenses if applicable.

A Training Inventory Catalog with specialized curriculum, Talent Management, and Organizational Development services is available from the Account Manager. Rates are \$200 per hour for specialized curriculum in the Training Inventory Catalog. These services are not included in those provided through EXHIBIT I #7. A separate quote from the Account Manager can be provided upon request.

Scheduled onsite services and/or trainings require a 48-hour, in advance cancellation notice. Cancellations received with less than the required 48-hour notice will result in

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either an adjustment to the annual hours allotted for onsite services and training to COMPANY, or a \$200 per hour charge to COMPANY, in an amount equal to the hours scheduled and cancelled without the required advance notice.

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City of Elgin

Employee Assistance Program (EAP)



Alliance Work Partners is
here for you as life happens.

AWP is proud to serve as your EAP, offering you and your household valuable, confidential services at no cost to you.

Your benefits are designed to help you manage daily responsibilities, major events, work stresses, or any issue affecting your quality of life.

All benefits can be
accessed by calling:

toll free

1-800-343-3822

TDD

1-800-448-1823

teen line

1-800-334-TEEN (8336)

We are available to take your call
24 hours a day, 7 days a week.



Visit your EAP website at
awpnow.com

and create a
customized account.

Go to

<https://www.awpnow.com>

Select "Access Your Benefits"

Registration Code:
AWP-ELGIN-4179

Your EAP Benefits:

LawAccess

Legal and Financial services provided by a lawyer or financial professional specializing in your area of concern. Available online or by telephone.

HelpNet

Customized EAP website featuring resources, skill-building tools, online assessments and referrals.

WorkLife

Resources and referrals for everyday needs. Available by telephone.

WellCoach

Personalized planning and 1-on-1 support, online or by telephone, to help you improve and maintain your health and well-being.

PlanWell

Online tools and resources to help improve your finances and track financial goals.

SafeRide

Reimbursement for emergency cab fare for eligible employees and dependents that opt to use a cab service instead of driving while impaired.

1 to 6 Counseling Sessions

Per problem, per year. Short-term counseling sessions which include assessment, referral, and crisis services.
(Same day appointments available for urgent/crisis callers, or facilitation of immediate hospitalization)

Newsletters

Webinar Training Series
Tips for Everyday Living

Here for you as life happens ...



Criteria for Benefits Eligibility

Full Benefits:

- Employee, retiree, married/divorced spouse, partner, significant other
- Any household member, regardless of age or relationship, residing in employee's home, including significant other and their children
- All covered employees may bring anyone with them to their authorized/covered sessions regardless of relationship to employee.
- Children and grandchildren, **age 26 or under**, residing in US or Puerto Rico. This includes children and grandchildren of significant other or partner.
- Any person meeting benefit eligibility prior to lay-off or termination of an employee will continue to be eligible for benefits up to 6 months from the date of employee's lay-off or termination. Benefits are extended for 6 months from date of employee's call within this timeframe.

Assessment & Referral:

- Children and grandchildren **age 27 and over** of employee, married/divorced spouse, partner, or significant other living outside employee's home
- Employee instructed by law to receive court-ordered counseling
- All crisis cases (suicidal/homicidal, domestic violence, chemical dependence, substance abuse, child/elderly abuse) not otherwise covered
- Any person meeting benefit eligibility prior to lay-off or termination of an employee will continue to be eligible for assessment and referral after 6 months and up to 1 year from the date of employee's lay-off or termination. Benefits are extended 1 year from date of employee's call within this timeframe.

Information & Referral:

- Anyone contacting Alliance Work Partners regardless of contract status

Children under the age of 18 must have a written, signed release by their guardian who has custody (whether living in the home or not) to attend counseling on their own. This release is given to their affiliate provider. Divorced parents who bring their children in for counseling must bring a copy of their divorce decree or have signed permission from the other parent before bringing a child into counseling. Grandparents who bring their grandchildren into counseling must have proof of guardianship or written permission from the child's parents.



Elgin City Council Meeting Agenda Item Executive Summary

ITEM:

A RESOLUTION Approving an application for funding through the Texas Department of Agriculture, Texas Capital Fund Program.

DEPARTMENT: Economic Development

PROPOSED ACTION:

Adopt a Resolution to approve the application

BACKGROUND:

Currently the City of Elgin is constructing Lee Dildy Boulevard. The City is applying for the grant through the Texas Department Agriculture to assist with expanding utilities south of the current construction in order to facilitate a new project. If the grant is awarded the dollars will be used to extend sewer and water to the new project site along with the construction of a new detention pond for regional detention.

BUDGET/FINANCIAL IMPACT:

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

RECOMMENDATION:

Adopt the Resolution

ATTACHMENTS:

Resolution No. _____

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

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

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

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

RESOLUTION NO. _____

**A RESOLUTION APPROVING AN APPLICATION FOR FUNDING THROUGH THE
TEXAS DEPARTMENT OF AGRICULTURE, TEXAS CAPITAL FUND PROGRAM**

BE IT RESOLVED by the City Council of the City of Elgin as follows:

SECTION 1.

The City Council has reviewed and hereby approves an application for:

Award for Elgin NH Management, LLC; Elgin, TX; for Infrastructure – up to \$940,000
Administration Grant - \$60,000

SECTION 2.

The City Council has reviewed and hereby agrees to comply with all assurances executed in connection with the application and, if funded the award.

SECTION 3.

All funds will be used in accordance with all applicable federal, state, local and programmatic requirements including but not limited to procurement, environmental review, labor standards, real property acquisition, and civil rights requirements.

SECTION 4.

The City Council directs and designates the Mayor and City Manager as the Chief Executive Officer and Authorized Representative to act in all matters in connection with this application and the City's participation in the Texas Community Development Block Grant Program.

SECTION 5.

The City Council has reviewed and hereby agrees not to participate in program income recapture and will return all program income to the State to be placed in a statewide Revolving Loan Fund to be used by the State to fund future economic development awards. By agreeing to this measure, the city understands that it will be eligible to receive as many Texas Capital Fund awards per program year as it has eligible projects.

PASSED AND ADOPTED at a meeting of the City Council of the City of Elgin held on March 6, 2018

ATTEST:

Chris Cannon
Mayor
City of Elgin

Amelia Sanchez
City Secretary
City of Elgin



Elgin City Council Meeting Agenda Item Executive Summary

ITEM: 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 5, 2018 GENERAL ELECTION FOR WARDS 1, 2, AND 4; PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES

DEPARTMENT:

Administration

PROPOSED ACTION:

Review Ordinance declaring unopposed candidate to be elected to their respective offices and cancelling the May 5, 2018 election for Wards 1, 2, and 4.

BACKGROUND:

The City of Elgin General Election for electing Council Members to expiring terms in Wards 1, 2, 3,4 and Mayor to be held on May 5, 2018 will be cancelled for Wards 1, 2, and 4 due to unopposed status.

BUDGET/FINANCIAL IMPACT:

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

RECOMMENDATION:

Approval of the Ordinance

ATTACHMENTS:

Ordinance

Certificate of Unopposed Status Exhibit (A)

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

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

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

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

ORDINANCE NO. 2018-

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 5, 2018 GENERAL ELECTION FOR WARDS 1, 2, AND 4; PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES

WHEREAS, pursuant to Section 2.052 Texas Election Code, the City Secretary, who is also the authority responsible for having the official ballot for City Council elections prepared, has certified in writing that certain candidates are unopposed in the May 5, 2018 general election, and

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

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

The Elgin City Council hereby acknowledges receipt of a Certificate of Unopposed Status from the City Secretary that certain candidates whose names were to appear on the ballot for the May 5, 2018 City General Election for Wards 1, 2 and 4 are each unopposed. A copy of such Certificate is ordered to be attached to this ordinance as Exhibit "A".

II.

Pursuant to Section 2.053 Texas Election Code, the City Council hereby declares that the following unopposed candidates are elected to their respective offices, and shall be issued certificates of election following the time the election would have been canvassed:

- | | |
|------------------|-----------------------|
| a) Jessica Bega | Council Member Ward 1 |
| b) Susie Arreaga | Council Member Ward 2 |

c) Sue Brashar

Council Member Ward 4

III.

The May 5, 2018 general city election for Wards 1,2 and 4 is cancelled, and the City Secretary is directed to cause a copy of this ordinance to be posted on Election Day at each polling location used or that would have been used in the election.

IV.

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

READ, PASSED AND ADOPTED on this the 6th day of March, 2018.

Texas

Chris Cannon, Mayor of City of Elgin,

ATTEST:

Amelia Sanchez, City Secretary, City of Elgin, Texas

Exhibit "A"

CERTIFICATE OF UNOPPOSED STATUS

I, Amelia Sanchez, City Secretary for the City of Elgin, Texas, and being also the authority responsible for having the official ballot prepared for the City Council elections, do hereby certify, pursuant to Section 2.052 Texas Election Code, that certain candidates in Wards 1, 2, and 4, whose names are to appear on the ballot for the May 5, 2018 City General Election are unopposed. The unopposed candidates and their respective offices are as follows:

- | | |
|------------------|-----------------------|
| a) Jessica Bega | Council Member Ward 1 |
| b) Susie Arreaga | Council Member Ward 2 |
| c) Sue Brashar | Council Member Ward 4 |

Signed and certified this the 6th day of March, 2018.

Amelia Sanchez, City Secretary



Elgin City Council Meeting Agenda Item Executive Summary

ITEM: Adjourn into Executive Session pursuant to Section §551.072 Deliberations about Real Property: to receive a staff briefing and deliberate the purchase, exchange, lease, or value of certain real property for location of a new Wastewater Lift Station

DEPARTMENT: City Manager/Staff/City Attorney

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 {X}
N/A

RECOMMENDATION:

Consider information presented by staff and/or the City Attorney in Executive Session; and direction to staff, if any, as appropriate.

ATTACHMENTS:

None.

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

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