



AGENDA
ELGIN CITY COUNCIL
REGULAR MEETING
TUESDAY, MAY 1, 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 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.

VI. PRESENTATION

1. Proclamation

City of Elgin Put on Purple Day supporting the cause of raising awareness of lupus.

Documents:

[PROCLAMATION.PDF](#)

VII. CITY MANAGERS REPORT

1. Mayoral Appointments To The City Of Elgin Housing Authority Board Of Directors

Documents:

[EX SUMMARY - EHA BOARD.PDF](#)
[LETEHA31518.PDF](#)
[EHA41818.PDF](#)

2. General Activity Report And/Or Project Update

- Update on City Recreation Center/Emergency Shelter Project & Opening
- City Council Retreat - May 19

Documents:

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

3. Departmental Monthly Reports - March

Documents:

[EXSUMMARY COVER SHEET.PDF](#)
[APRIL 2018 COMMUNITY DEVELOPMENT.PDF](#)
[LIBRARY REPORT MARCH 2018.PDF](#)
[MAIN STREET 4-10-2018.PDF](#)
[OCAR REPORT MAR 2018.PDF](#)
[MARCH 2018 PLANNING MONTHLY REPORT.PDF](#)
[PARKS MARCH 2018.PDF](#)
[POLICE DEPARTMENT MARCH 2018.PDF](#)
[PUBLIC WORKS MARCH 2018.PDF](#)
[UTILITY BILLING MARCH 2018.PDF](#)
[WATER TREATMENT MARCH 2018.PDF](#)

VIII. 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 Regular Meeting Minutes - April 3, 2018, And April 17, 2017

Documents:

[CITY COUINCIL MEETING 4-3-18.PDF](#)
[CITY COUINCIL MEETING 4-17-18.PDF](#)

IX. NEW BUSINESS

1. **AN ORDINANCE OF THE CITY OF ELGIN, TEXAS, AMENDING THE AMOUNT OF APPROPRIATIONS FOR THE GENERAL FUND AS WELL AS ALL OTHER FUNDS THAT PROVIDE FOR THE PAYMENT OF OPERATING AND CAPITAL EXPENDITURES AND BY CHANGING THE AMOUNT APPROPRIATED FOR VARIOUS DEPARTMENTS OF THE CITY AS ORIGINALLY ADOPTED BY ORDINANCE NO. 2017-09-19-16 ADOPTED SEPTEMBER 19, 2017; IN ACCORDANCE WITH THE LOCAL GOVERNMENT CODE OF THE STATE OF TEXAS AND THE ORDINANCES AND RULES OF THE CITY OF ELGIN, TEXAS; APPROPRIATING THE VARIOUS AMOUNTS THEREOF, AND REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT THEREWITH, AND PROVIDING FOR PUBLICATION AND AN EFFECTIVE DATE.**

Documents:

[EXSUMMARY \(003\).PDF](#)
[ORDINANCE AMENDING FY 2017-18 BUDGET 5-1-2018 WITH ATTACH.PDF](#)
[MEMO TO CM RE AMENDED CHANGES 5-1-2018.PDF](#)

2. **A RESOLUTION OF THE CITY OF ELGIN, TEXAS AUTHORIZING THE MAYOR AND CITY MANAGER TO DESIGNATE VACANT LAND AT 204 DEPOT STREET FOR CONSTRUCTION OF THE ELGIN LOCAL FOOD CENTER, CONTINGENT UPON FULL FUNDING BY OF CONSTRUCTION BY SEPTEMBER 30, 2019.**

Documents:

[EX SUMMARY - ELF LAND.PDF](#)
[RESELF42718.PDF](#)
[ELF LAND EXHIBIT A SURVEY.PDF](#)

3. **A RESOLUTION OF THE CITY OF ELGIN, TEXAS AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH TRC ENGINEERS INC. FOR PROFESSIONAL ENGINEERING SERVICES RELATED TO PHASE 2 ROADWAY CONSTRUCTION FOR THE EXTENSION OF LEE DILDY BOULEVARD AND ROY RIVERS BOULEVARD AND MAKING CERTAIN FINDINGS RELATED THERETO**

Documents:

[EX SUMMARY - TRC DILDY PHASE 2.PDF](#)
[RESOTRCLDILDYPHSTWO418.PDF](#)
[TRCROADWAY_DILDY PHS2 418.PDF](#)

4. **A RESOLUTION OF THE CITY OF ELGIN, TEXAS AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH TRC ENGINEERS INC. FOR PROFESSIONAL ENGINEERING SERVICES RELATED TO UTILITY IMPROVEMENTS ADJACENT TO THE EXTENDED ROY RIVERS BOULEVARD AND MAKING CERTAIN FINDINGS RELATED THERETO**

Documents:

[EX SUMMARY - TRC RIVERS UTIL PH2.PDF](#)
[RESOTRCRIVERSUTILITYIMP418.PDF](#)
[TRCUTILITY_IMPROVEMENTS_RRIVERS UTIL.PDF](#)

X. EXECUTIVE SESSION

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

XI. RECONVENE

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

XII. ANNOUNCEMENTS

XIII. ADJOURMENT

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, April 27, 2018, in accordance with Chapter 551 of the Texas Government Code.

Amelia Sanchez, City Secretary

Proclamation

CITY OF ELGIN PUT ON PURPLE DAY

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

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

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

WHEREAS, the Chapter rallied the (name of city) community to wear the color purple and to further unify the support for those living with the disease; and

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

NOW, THEREFORE, I Mayor Chris Cannon, by virtue of the authority vested in me as Mayor of the City of Elgin, Texas, do hereby proclaim May 18, 2018 as

Put On Purple Day

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

IN WITNESS WHEREOF, I have hereunto set my hand and cause the corporate seal of the City to be affixed this 1st day of May, 2018.

Chris Cannon, Mayor
City of Elgin, Texas



Elgin City Council Meeting Agenda Item Executive Summary

ITEM:

Mayoral appointments to the City of Elgin Housing Authority Board of Directors

DEPARTMENT: Mayor

PROPOSED ACTION:

No Council action requested or anticipated; This item is to memorialize for the record Mayor Cannon's appointments to the City of Elgin Housing Authority Board of Directors

BACKGROUND:

Having been in operation for many years, the City of Elgin Housing Authority (EHA) was presumably created in compliance with authority granted under Texas Local Government Code, Chapter 392. The EHA is required to expend the authority's funds in a manner which will benefit the public generally and occupants of low income housing projects in particular.

The Mayor is also required under Chapter 392 to appoint five, seven, nine, or eleven persons for two-
tear terms to serve as commissioners of the authority. An appointed commissioner or the authority may **not** be an officer or employee of the municipality. The City of Elgin Housing Authority Board of Directors was created with five (5) members.

As part of a recent assessment of the City's obligations in this regard, it was discovered that the EHA is not current as it relates to these required appointments. Included in the packet is recent correspondence with the EHA Executive Director regarding this situation.

Mayor Cannon has chosen Mr. Pete Bega and Ms. Gladys Ward to now serve in this capacity. Although these are Mayoral appointments and do not require Council action, it is Mayor Cannon's desire to have same be reflected on the record and to assure that Council is up to date on this matter.

BUDGET/FINANCIAL IMPACT:

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

RECOMMENDATION:

Document Mayoral appointments to the City of Elgin Housing Authority Board of Directors

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.



City of Elgin Office of the City Manager

City Hall · 310 North Main Street · P.O. Box 591
Elgin, Texas 78621

March 15, 2018

Doris Broadstreet, Executive Director
City of Elgin Housing Authority
515 Old McDade Road #100
Elgin, Texas 78621

Re: Request for Information

Dear Ms. Broadstreet,

As you know from our recent conversations, the City of Elgin has gone through a series of operational changes in the past two years including many changes in key personnel - the most significant of which being a new Mayor, City Manager, and Director of Finance.

As such, we have a continuing interest in learning more about the City of Elgin Housing Authority (EHA); but remain a bit unclear as to the City of Elgin's responsibilities, legal or otherwise, to the EHA (and vice versa). As such, I asked the City Attorney to provide me with a brief overview of those legal responsibilities and his response has generated a few questions:

- (1.) The creation of the Housing Authority by the City of Elgin is authorized by Texas Local Government Code (LGC), Chapter 392. Under this authority, the Mayor appoints persons to serve as commissioners of the authority for two-year terms.

Based on our research, we have been unable to find where such appointments were made on the record. In addition, Mayor Cannon is on the verge of completing his first two-term and does not recall having made any such appointments. I would therefore request that you provide a list of all current EHA commission members, their term of office, and appointment date.

- (2.) It is assumed that the EHA has also developed bylaws and rules that are consistent with Chapter 392 to implement the authority's powers and purposes.

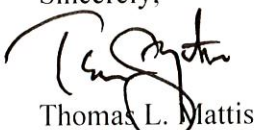
I would also request a copy of any such by-laws, rules and associated amendments.

- (3.) LGC Chapter 392 also stipulates that at least once a year, the EHA shall file a report of its activities for the preceding year.

Once again, we have unable to locate these annual reports. Please provide another copy of the last five years EHA activities report as filed with the City Secretary.

Thank you for your attention to this matter. Please let me know if you have any questions.

Sincerely,


Thomas L. Mattis
City Manager

From: elginha@att.net <elginha@att.net>
Sent: Wednesday, April 18, 2018 11:51 AM
To: Tom Mattis <TMattis@ci.elgin.tx.us>
Cc: Amelia Sanchez <asanchez@ci.elgin.tx.us>; webbbilly57@yahoo.com
Subject: Needed Documents
Importance: High

Mr. Mattis:

Attached you will find a copy of:

CFP 2013
CFP 2014
CFP 2015
CFP 2016
CFP 2017
By-Laws

I sent you a email previously but I am in receipt of your letter again, I possibly had the wrong email address. All CFP's are closed out except for this year, it takes HUD a while to send the signed closeout docs back, I have reached out to them to see if I can get them returned. The CFP is the only thing (as you know) that the Mayor or City Manager signs off on.

The By-Laws are attached, there are no amendment's. I am surprised there is no original copy in your office.

Yes the Mayor does assign board members, I did leave a voicemail for the Mayor regarding Board Members but it was early in his term, we do need two assigned and I am happy to hear that he is interested in assigning them. I am not complaining (this has nothing to do with the current Mayor) but in the past this was not the case. We need to have a quarterly meeting in May so if the Mayor can assign (2) by then it would be great. This is our current Chairperson and Board Members.

[Broadstreet, Doris](#) Executive Director ElginHa@att.net
[Cannon, Chris](#) Mayor (512) 285-5721 (not a board member of course)
[Digman, Diane](#) Board Member
[Saenz, Fred](#) Board Vice Chairperson
[Webb, Billy](#) Chairperson webbbilly57@yahoo.com

Please feel free to contact me at the below number if you have any questions.

Doris Broadstreet
Elgin Housing Authority TX 377
515 Old McDade Road
Elgin, Texas 78621
512-281-2772 Extension 1
Monday – Thursday 9-3



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 - March

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:

Community Development, Utility Billing, Library, Main Street, Court, Parks and Rec., Police Department, Planning Department, Public Works and Water Department March Reports.

{ } 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.



MEMORANDUM

To: Tom Mattis, City Manager
From: Amy Miller, Community Development Director
Date: April 10, 2018
RE: Community Development Department Report March, 2018

Partnering with the Texas Historic Commission to promote property for sale or lease in the district through the Imagine the Possibilities tour May 10 and May 17. Working with the Design committee on public art projects including LoveElginTX, colorful benches and Imagine a Path in the Depot Square parking lot. Working with property owner to preserve original transom windows at 119 North Main Street. Historic Review Board reviewed and approved two sign applications. Working with Luigi's Italian Restaurant on sidewalk dining. Provided an overview of the Main Street program and downtown development in Elgin to the Manor City Council.

Projects

- Adopt a Spot program added weekly litter pick up by Down Home Ranch and an individual volunteer.
- Large signs project – determining options for advertising on Hwy 290 in partnership with private landowner.
- Planning Imagine the Possibilities Real estate tours with Texas Historic Commission
- Public Art projects with Design committee for the Elgin Art Studio Tour
- Set up a sales tax mall area report for the downtown district.
- Finalizing Local Lore activities, volunteers, marketing.
- Elgin Art Studio Tour organizing and planning for locations, artists, marketing.
- Business training classes set for March through May, setting up one on one meetings for the window décor merchandising class, Instagram, business safety, and cyber security.
- Hogeys Festival, vendor applications, booking music, marketing, graphic design development.
- Continued work on Finding Love in all the Local Places welcome bag campaign with Chamber.
- Worked with film location managers.
- Sip Shop & Stroll marketing, working with businesses to add components to it.
- 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.
- Website updates
- City of Elgin E-News
- Facebook Pages: City of Elgin, Visit Elgin, Envision Elgin
- Instagram – visitelgintx

Boards & Committees, Seminars

CAMPO, Transportation Advisory Committee

CAMPO, Regional Arterial Steering Committee

Main Street Board

Historic Review Board

Promotion Tourism Committee

Design Committee

Business Retention Recruitment Committee

Bastrop County Cares Affordable Housing subcommittee

School Health Advisory Committee

Upcoming Events

Walk or Bike to School days April 6, May 4

Music Series every Friday in April at 7pm Veterans Memorial Park

Sip Shop Stroll April 12

Local Lore, Elgin's History Adventure April 21

Sip Shop & Stroll May 10

Elgin Art Studio Tour May 19 and 20

Business training Classes

Deluxe Small Business Seminar, Bastrop free April 23

Business Security May 2 8:30am at Fleming Community Center

Instagram in Action with Katy Gassaway Wednesday May 9 6:00pm, meet at city hall

Cyber Security for your business May 16 7:30am at Fleming Community Center

Library Report for City of Elgin March 2018

Building: The waxing of Civic Center floor and carpet cleaning is scheduled for the middle of April.

Circulation was up 6% and the collection size is 36,601, down 8% from the previous March.

The Friends of the Elgin Library will receive a Texas Book Festival Grant to purchase Young Adult materials (high school reading level) and graphic novels for 10-18 year old readers. We will use new materials to do a book club as part of the Summer Reading Program.

March Programs: The library had a very successful Read Across America celebration of Dr. Seuss's birthday on March 2nd. Attendance was low for the Spring Break Week programming. Lots of folks ate savory and sweet pies at the Pi Day Celebration on March 14th. We had a good turnout for the Easter Egg Hunt on March 27th.

Staff is preparing for the Summer Reading Program. Two staff members, Jaimie Hicks and Heather Fowler, will attend the Texas Library Association Conference in Dallas April 3-6.. The Texas conference is the third largest in the world.

Categories	Units	Mar. '17	Mar. '18	Fiscal YTD '17	Fiscal YTD '18
Total Circulation		7,204	7,643	37,331	44,092
+ or - Same month previous year	Percent		6%+		
Additions					
Interlibrary Loans/ rec & send	Each	31	33	144	103
New Patrons	Each	64	80	402	467
Collection					
Items Added	Each	276	249	1,521	1,238
Items Withdrawn	Each	148	551	1,213	2,350
Total Collection	Each	39,818	36,601	39,818	36,601
General Statistics					
Gate Count	Each	4,272	3,459	23,698	17,587
Hours Open	Hours	185	169	971	957
Library Tours	Each	0	0	2	0
Program Visitors	Each	394	293	2,593	1,607
Public Computer Use	Hours	434	440	2,493	2,456
Patrons using computers	Each	727	603	3,865	3,780
Wifi Patron Use		1,658	590	8,765	2,630
Volunteer Hours	Each	142	94	962	848
Receipts					
		\$1,596	\$1,591	\$5,873	\$10,811
Civic Center Use					
City	Each	5	4	24	59
Library	Each	24	20	121	120
Public Rental	Each	8	9	12	22
Other - not for profit	Each	2	6	31	18
Total Civic Center Use		39	39	188	219



MONTHLY ACTIVITY REPORT

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

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

CITY: ELGIN

MONTH/YEAR: March 2018

DATE SUBMITTED: 4-9-2018

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
March 15, 2018	Business training classes – providing a variety of topics with qualified folks – Katy is being especially generous with her expertise in Social media. Working on new large sign opportunity on Hwy 290. Planning Local Lore, Art Studio Tour, updates for Hogeye Festival, Imagine Possibilities event planning.

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

Meeting Dates:	Update on projects or activities
, 2018	No meeting this month

PROMOTION:

Meeting Dates:	
March 8, 2018	Sip Shop and Stroll continues to go well. Planning for Art Studio tour continued with Molly, Barry and Earnie. Local Lore planning underway with Elgin historical Association. Creating marketing materials for these events. Music series planned by FOEP for Every Friday in April Continued work on Finding Love in all the Local Places – a cooperative welcome bag program between MSB and Chamber through realtors and title companies.

DESIGN:

March 20, 2018	Working on ideas that can be a support of the Elgin Art Studio Tour May 19 and 20. (Imagine a Path in the Depot museum parking lot –
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Email to: mainstreet-reports@thc.state.tx.us

	Colorful benches at 28 N Love ElginTX - an interactive art based activity at Sip Shop and Stroll in April and May – continuing at the Art Studio Tour – Led by Emily Koller, and the design committee.

ECONOMIC RESTRUCTURING:

Meeting Dates:	Update on projects or activities
March 21, 2018	Imagine Possibilities tour planning to participate with this May event with the THC. Looking at options for new large signs o Hwy 290 through property that Allan Tolbert owns and would let us use and getting requirements from TXDOT. 19 N. Main under new ownership – Joseph’s steakhouse. 115 north Main and 112 Depot are available for lease. 109 North Main, 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. 211 Central Avenue in process of repair / stabilization by owner.

2. Program Commentary *(list critical issues, problems, and successes/ completed projects of the past month):*
3. Outlook. *Goals and challenges; plans for upcoming major projects such as public improvements etc.:*
Looking at the Main Street district and reviewing the historic district will be big projects for 2018-2019
The replacing holiday lights project will be a big one for 2018 – 2019.
Public art projects are shaping up for 2018.
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.*

Sip Shop and Stroll April 12, including a scavenger hunt benefitting Elgin Caregivers organized by Rainey Real Estate .

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

Sip Shop & Stroll May 10

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

5 to 8

Including an Imagine possibilities tour at 5 with Amy and Barbara – see available lease space downtown, find out about doing business in downtown Elgin.

Imagine Possibilities Tour May 17

12-2 BBQ lunch and tour for relators, bankers loan officers, entrepreneurs to tour space available for lease and for sale Co-sponsored with Elgin EDC, Elgin Chamber and Main Street Coordinating with the Bastrop Main Street program - their event is 3-5 same day.

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 March

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 Apr 11, 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 March 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:	13,004	13	0	0	2,570	31
a. Active Cases	8,852	11	0	0	1,172	15
b. Inactive Cases	4,152	2	0	0	1,398	16
2. New Cases Filed	93	0	0	1	42	4
3. Cases Reactivated	32	0	0	0	20	0
4. All Other Cases Added	0	0	0	0	0	0
5. Total Cases on Docket	8,977	11	0	1	1,234	19
6. Dispositions Prior to Court Appearance or Trial						
a. Uncontested Dispositions	61	0	0	0	16	1
b. Dismissed by Prosecution	8	0	0	0	12	0
7. Dispositions at Trial:						
a. Convictions:						
1) Guilty Plea or Nolo Contendere	6	0	0	0	11	5
2) By the Court	1	0	0	0	0	0
3) By the Jury	0	0	0	0	0	0
b. Acquittals:						
1) By the Court	0	0	0	0	0	0
2) By the Jury	0	0	0	0	0	0
c. Dismissed by Prosecution	0	0	0	0	0	0
8. Compliance Dismissals:						
a. After Driver Safety Course	6					
b. After Deferred Disposition	2	0	0	0	3	0
c. After Teen Court	0	0	0	0	0	0
d. After Tobacco Awareness Course					0	
e. After Treatment for Chemical Dependency				0	0	
f. After Proof of Financial Responsibility	2					
g. All Other Transportation Code Dismissals	0	0	0	0	0	0
9. All Other Dispositions	8	0	0	0	2	0
10. Total Cases Disposed	94	0	0	0	44	6
11. Cases Placed On Inactive Status	30	0	0	0	25	0
12. Total Cases Pending End of Month:	13,003	13	0	1	2,568	29
a. Active Cases	8,853	11	0	1	1,165	13
b. Inactive Cases	4,150	2	0	0	1,403	16
13. Show Cause Hearings Held						
22	0	0	0	15	0	
14. Cases Appealed:						
a. After Trial	0	0	0	0	0	0
b. Without Trial	0	0	0	0	0	0

JUVENILE / MINOR ACTIVITY

Court CITY OF ELGIN	TOTAL
Month March Year 2018	
1. Transportation Code Cases Filed	2
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	7
10. Transfer to Juvenile Court: a. Mandatory Transfer	0
b. Discretionary Transfer	0
11. Accused of Contempt and Referred to Juvenile Court (Delinquent Conduct)	0
12. Held in Contempt by Criminal Court (Fined and/or Denied Driving Privileges)	0
13. Juvenile Statement Magistrate Warning: a. Warnings Administered	0
b. Statements Certified	0
14. Detention Hearings Held	0
15. Orders for Non-Secure Custody Issued	0
16. Parent Contributing to Nonattendance Cases Filed	0

ADDITIONAL ACTIVITY

Court CITY OF ELGIN		Number Given	Number Requests For Counsel
Month March	Year 2018		
1. Magistrate Warnings:			
a. Class C Misdemeanors		28	
b. Class A and B Misdemeanors		8	5
c. Felonies		15	9
			TOTAL
2. Arrest Warrants Issued:			55
a. Class C Misdemeanors			
b. Class A and B Misdemeanors			0
c. Felonies			0
3. Capiases Pro Fine Issued			21
4. Search Warrants Issued			0
5. Warrants for Fire, Health and Code Inspections Filed			0
6. Examining Trials Conducted			0
7. Emergency Mental Health Hearings Held			0
8. Magistrate's Orders for Emergency Protection Issued			0
9. Magistrate's Orders for Ignition Interlock Device Issued			0
10. All Other Magistrate's Orders Issued Requiring Conditions for Release on Bond			0
11. Driver's License Denial, Revocation or Suspension Hearings Held			0
12. Disposition of Stolen Property Hearings Held			0
13. Peace Bond Hearings Held			0
14. Cases in Which Fine and Court Costs Satisfied by Community Service:			0
a. Partial Satisfaction			
b. Full Satisfaction			1
15. Cases in Which Fine and Court Costs Satisfied by Jail Credit			10
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:			\$29,138.97
a. Kept by City			
b. Remitted to State			\$13,673.88
c. Total			\$42,812.85

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

Type of Inspections	Mar-17	Mar-18	Fiscal Yr. To Date	Calendar Yr. To Date
Building	20	78	373	235
Electrical	18	37	203	114
Plumbing	27	32	278	158
Gas	1	5	37	19
Mechanical	2	26	114	78
TOTAL	68	178	1005	604
Building				
Permits	27	27	131	62
Value	\$ 773,365.00	\$ 1,675,705.90	\$ 8,070,600.55	\$ 2,899,691.53
Fees	\$ 6,867.66	\$ 10,341.17	\$ 46,324.30	\$ 19,252.66
Electrical				
Permits	18	11	70	34
Fees	\$ 2,170.00	\$ 1,030.00	\$ 10,610.00	\$ 4,410.00
Plumbing				
Permits	9	14	64	29
Fees	\$ 1,030.00	\$ 1,560.00	\$ 10,400.00	\$ 4,300.00
Gas				
Permits	1	4	33	15
Fees	\$ 120.00	\$ 620.00	\$ 4,390.00	\$ 2,160.00
Mechanical				
Permits	4	12	47	27
Fees	\$ 510.00	\$ 2,320.00	\$ 4,840.00	\$ 2,050.00
Total All Fees	\$ 10,697.66	\$ 15,871.17	\$ 76,564.30	\$ 32,172.66

**March 2018
Building Permits**

Number of Permits		Type/Classification	Permit Fees		Valuation	
Mar-17	Mar-18		Mar-17	Mar-18	Mar-17	Mar-18
4	3	New Single Family	\$ 4,188.75	\$ 2,508.00	\$ 554,486.00	\$ 297,675.00
		New Duplex				
		New Manufactured				
		New Multi-Family				
	2	New Commercial		\$ 5,609.38		\$ 1,197,800.00
		New Industrial				
		New Swimming Pools				
	1	Moving Permit		\$ 487.52		\$ 53,000
1	7	New Signs	\$ 205.78	\$ -	\$ 17,000.00	\$ 1,000.00
12	11	Residential	\$ 1,071.59	\$ 1,639.45	\$ 68,579.00	\$ 121,230.90
5	1	Non-Residential	\$ 1,301.54	\$ 96.82	\$ 133,300.00	\$ 5,000.00
5	2	Demolitions	\$ 100.00	\$ -		\$ -
27	27		\$ 6,867.66	\$ 10,341.17	\$ 773,365.00	\$ 1,675,705.90
*BOA Request		None				
P & Z Request		Zoning Change for EDC 80 acres recommended (R-1 to C-3 and Industrial), Saratoga Farms Section 6 Final Plat approved, Amendment regarding Fences recommended				
Code Enforcement		Active Mar 2017	Active Mar 2018	Closed Mar 2017	Closed Mar 2018	Calendar YTD
Abandoned/Junked		11	10	11	18	67
Animal Control						
Beer Permits						
Environmental						10
Fire Code						
Health and Sanitation			2	1		2
Illegal Signs				92	47	79
Property Maintenance				7	8	8
Unsafe Structures					2	3
Water/Sewer					1	1
Zoning		1				1
Total		12	12	111	76	171

*Board of Adjustments

Submitted By: Carlos Navejas
Date: April 16, 2018

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



March 2018 Parks Report.

Maintenance: -Orlando

In the month of March the parks crew finished a variety of task held over from the winter season. With the rain in February the grass grew quickly, this gave us plenty of mowing in March. Once the parks were in shape we took time to work on the creek bridge that is located on the park entrance close to Hwy 95. Framed up from to pour concrete, tied rebar and poured. It took about 6 yard truck and the rest we just spread across the top. We also set ballads for traffic control. We had heavy rain come down and flooded Memorial Park and left branches down all over, we got it all cleaned up. We had to help at the new Rec center We graded and spread grass seed. With all this being done I feel like the park crew worked very hard. We got our stuff done and still found time to help at the Rec Center.

Programs Report: -Patrick Nicks

During March we hired on our 7 part time employees for the new rec center. We have been training with them, getting them familiar with the Maxgalaxy software, customer service interactions, and how we operate and work within the office. I put on different events throughout spring break for kids in the community. We had a steady crew of about 5-10 kids a day. At the end of the month I held an Easter egg decoration program, it was a wild success. Used up all 100 eggs we had with a turnout of roughly 75 people showing up to participate.

Admin: -Kayla Trantham

We have started training the new front desk staff for the Rec Center. They are picking up things very well. They will have a very good understanding of the software and basic knowledge needed to start working the front desk when the Rec Center opens. Binders for the part time front desk staff are still being put together, these will have Rec, Fleming, and Parks information included in them to help with any questions that the public will have. We will also include a Daily, Weekly, and Monthly task list for the front desk staff to ensure they also know what they should be working on. Reservations at Fleming are steady. All fields and backstops are booked or very busy.

Goals for April 2018

- Detailing and advertising programs in the recreation center
- Staffing spring events, training lifeguards

Park Activity Summary		February 2018
Facility		Number of uses
Park/ Pavilion Rental		8
Ball Field Rental		72
Fleming Community Center		62
Deposits		\$2,408.75

Elgin Police Department
Monthly Report March 2018

CATEGORY	18-Mar	17-Mar	16-Mar	15-Mar	14-Mar
Calls for Service					
Total Calls for Service	1018	1150	1189	903	901
Police calls	958	970	981	704	667
Fire calls	57	36	29	43	36
Animal calls	85	65	109	124	118
Activity logs	0	62	63	64	63
City calls	14	4	7	9	25
Offense Reports					
Total Offense Reports	75*	78	85	77	79
Active (Open) cases	7	6	13	21	15
Cases Inactivated	0	19	23	17	13
Cases Closed	30	49	42	31	47
Documentation (no crime)	0	0	0	0	0
Other	16	0	2	1	3
Unfounded	0	1	3	1	1
Referred to other agency	0	3	2	6	0
Citations					
Total Citations	148	183	144	78	211
Citations for violations	93	68	76	38	73
Warnings	55	92	68	36	196
Collisions					
Total Accidents	36	42	26	30	23
Major accidents (with injury)	4	7	2	4	17
Minor accidents (no injury)	29	28	20	15	3
Leaving the scene accidents	3	7	4	7	3
Alarms					
Business alarms	11	18	14	12	5
Residential alarms	6	8	14	10	10
Fire alarms	2	2	1	9	2
Arrests					
Felony arrests	4	11	7	4	11
Misdemeanor arrests	8	43	23	18	28
Other arrests	8	0	0	0	0
Animal Control					
Total Animal Control calls	85	63	108	110	88
Animal Cruelty calls	1	1	0	0	1
Canine Impounds	6	6	13	11	12
Feline Impounds	1	2	7	3	3
Citations issued	1	3	2	8	1
Bite Cases	1	4	1	0	0
Dead animal calls	1	5	9	4	8
Wildlife calls	5	4	9	9	4
Rabies cases	0	1	0	0	0
Rabies cases positive	0	0	0	0	0

Public Works – March-2018

Right of Way and Easement mowing and maintenance:

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

Sign replacement:

New street signs:

North Avenue J and East 3rd Street

North Avenue J and East 5th Street

Ella Lane and VFW Road

Repaired 30 MPH sign on Fisher

Relocated Stop sign Ella Lane

Permanent Street, utility cut repairs, pot hole repairs:

Added base and bladed alley between North Avenue H and North Avenue J

Added base to alley off Taylor Road

Added base to edge of pavement Lexington Road

Added base to edge of pavement Marvins Cove

Excavated, added base and patched Raymond Johnson

Level-up Vicksburg Loop

Bladed the edge of pavement on Bull Run

Saw Cut utility cuts various locations

Patches:

6 areas West 7th Street

North Avenue G

3 areas on Maple Lane

West 11th Street

North Avenue B

East 1st Street

East 8th Street

North Avenue C

East Alamo

Ila Street

North Avenue F

Hilltop Drive

North Avenue C

6 small areas at Park & Ride parking lot

2 Meadow Cove

Curb, Gutters, Drains, and Ditch Cleaning

Cleaned ditch Bull Run and Central Avenue

Cleaned Curb and Gutters:

North Avenue C from West 2nd Street to West 11th Street

Historic District

Litter Control

U. S. Highway 290 East (Roy Davis) to West (to West Wind)
State Highway 95 North – US 290 to City Limit Sign
State Highway 95 South – US 290 to City Limit Sign
Taylor Road - North Main Street to US 95 North
Central Avenue - Lee Dildy Drive to South Main Street
Main Street – Lexington Road to Loop 109 (Harris Street)
South Avenue C- Loop 109 (Harris Street) to Central
North Avenue C – Central to Lexington Road
Ditch W Alamo Street and South Avenue A
Ditch South Avenue B and West Brenham Street
West Brenham Street – Kennedy Street to US 290
West Cleveland US 290 West to Monterrey Street
Ochoa Street US 290 to Monterrey Street
Madison Street – Ward Street to Hall Street
Lee Dildy Boulevard
Roy Rivers
Elizabeth Rivers
Sidewalk FM 1100

Trees and Brush:

Removed tree in ROW Central Avenue and HEB entrance
Removed brush pile from Ella lane (power company)
Removed 2 large trees in alley off East 2nd Street
Removed fallen limb on South Avenue B and West Alamo Street
Removed fallen tree Central Avenue
Removed brush State Highway 95 North and FM 1100
Removed brush from ditch W Alamo Street and South Avenue A
Removed brush from ditch South Avenue B and West Brenham Street
Removed brush FM 1100 – State Highway 95 North

Miscellaneous:

Called in Flooding Wed March 28th flooding.

Saratoga Farms Subdivision Section 5:

Utilities being installed.

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

Progress slowed due to weather, current construction scheduled with a July completion date.

Lee Dildy and Roy Rivers Boulevard Extension Project

Utilities being installed.

Joe Parten

Director, Public Works
City of Elgin

UTILITY BILLING REPORT			March 2018
Billed out	\$469,323.38		
Past due notices	719	\$117,779.49	
Work orders-Cut offs	65		
Disconnected for non pmt	37		
Extension to pay 1st	62		
Extension due for disconnect	5		
Meter tamper fee	0		
After Hour turn on	1		
Accounts set to final	9	for non pmt	

METER REPORT		
WORK ORDERS	COMPLETED	INCOMPLETE
START READ	31	3
FINAL READ	29	1
TRANSFERS / IN AND OUT	6	0
CTO'S / DISCONNECT NON-PMT	65	0
SET METER	3	2
ERT REPLACEMENTS	1	16
METER REPLACEMENTS	47	33
VISUAL READS	20	
FAILURE TO READ (MOBILE MISS)	74	0
RE READS	46	0
WL / CHECK FOR WATER LEAK	31	4
METERS DATA LOGGED	6	0
MISCELLANEOUS	25	17
TOTAL NUMBER OF WORK ORDERS	384	76
CURB STOPS		
BROKEN CURB STOPS	0	40
TOTAL NUMBER OF WORK ORDER	0	40
BULK WATER		
PURCHASES	7	
TRIPS/GALLONS	14/6,300	
TOTAL COLLECTED	\$30.87	

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

310 N. Main Street
512-229-3220 office

Monthly Reports March 2018

Department 023 Water Treatment

Well # 10	0 Gallons
Well # 11	0 Gallons
Well # 14	18,485,000 Gallons
Well # 15	14,215,000 Gallons
Water loss due to leaks or flushing	150,000 Gallons
Total Water Pumped	32,550,000 Gallons

Chemicals Used

Chlorine	730 Pounds
Sequest	150 Gallons

Distribution Samples

Bacteriological Samples Taken	11
Average Chlorine Residual	1.59 mg/l
Violations	0

Department 024 Distribution

Line Repairs/New installations

Main Line Breaks	1
Service Line Breaks	2
Miscellaneous Repairs/Complaint Calls	10
New Connections/Taps	3
Installation of New Water Main	0

Department 026 Wastewater

Collections

Backups

Main Lines	2
Service Lines	8
After Hours Call-Outs	10

Line Repairs/New Installations

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

Lift Station Maintenance/Repairs

Hour Meter Reads/Daily Site Checks	9 Daily
Pumps Pulled	3
Pumps Installed	0
Pumps De-raged	3
Motors Pulled	0
Motors Installed	0
Electrical Issues (Repair/Replace Parts)	2
Floats Cleaned/Replaced	0
Grass/Weed Maintenance	9
After Hours Call Outs	12

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	1

Chemicals Used

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

Monthly Plant Flows and Test Results

Minimum Daily Flow	507,700 Gallons
Maximum Daily Flow	2,290,600 Gallons
Average Daily Flow	650,500 Gallons
Total Monthly Flow	20,164,600 Gallons

Effluent DO (Dissolved Oxygen) Average	7.37
Effluent Chlorine Residual Average	1.44 mg/l
Effluent pH Average	7.36
Total Phosphorus Average	0.212
CBOD (Carbonaceous Biochemical Oxygen Demand) Average	2.35
TSS (Total Suspended Solids) Average	2
Ammonia/Nitrates Average	0.707

Remarks :

**MINUTES
ELGIN CITY COUNCIL
REGULAR MEETING
CITY ANNEX COUNCIL CHAMBERS, 310 NORTH MAIN STREET
TUESDAY, April 3, 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
Phillip Thomas, Council Member
Sue Brashar, Council Member
Neil Beyer, Council Member

Mayor Chris Cannon called the meeting to order at 7:00 p.m. and certified there was a quorum.

Staff: Thomas L. Mattis, City Manager
Charles Cunningham, Director of Finance
Owen Rock, ED Director
Patrick South, Police Chief
Gary Cooke, Planning Director
Amy Miller, Community Dev. Director

INVOCATION

Council Member Thomas gave the invocation.

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 7:02 p.m.

CITY COUNCIL MEETING MINUTES

April 3, 2018 – Page 2

City Annex Council Chambers

1. Public Hearing on a Zoning Change submitted by Owen Rock, Director of the Elgin Economic Development Corporation, owner of the property located in A59 Elizabeth Standifer and being approximately 80 acres to rezone their property from R-1 to C-3 Highway Commercial and I-Industrial

There was no one wishing to speak on this item.

2. Public Hearing on a Proposed Amendment to Chapters 40 and 46 of the Elgin Code Of Ordinances Regarding Fences

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

PUBLIC COMMENT

Mayor Cannon opened Public Comments.

Linda Menchen spoke and stated that she wanted to make a suggestion to save the city money. She suggested providing commemorative cups to cut down on disposable cups and reduce trash.

With no one else wishing to speak Mayor Cannon closed Public Comments.

CITY MANAGER'S REPORT

1. General Activity Report and Project Update

City Manager Thomas Mattis gave an update on the trash recycling and stated that the day before was the first day of the new trash collection policies and procedures and all was going well overall. Mr. Mattis stated he would also like to get the conversation started on the Council retreat and after some discussion it was decided that some dates would be sent out so everyone could check their availability. Mr. Mattis stated that he had met with John Lloyd, a big developer in Central Texas, and they spoke about how unique our projects were, with Seton coming and would have walkability to two grocery stores for the people living out there. He stated that he had a report on the rec center issues and if anyone wanted to meet and discuss individually to stop by his office or it could be on the next meeting.

2. Departmental Monthly Reports – January

Mr. Mattis stated that the Departmental Reports were in the Council's packet and to contact him with any questions.

CITY COUNCIL MEETING MINUTES

April 3, 2018 – Page 3

City Annex Council Chambers

CONSENT AGENDA

1. Request to waive the Open Container Ordinance for the Annual Western Days Festival on Friday June 22 from 4:00 P.m. to 12:15 a.m. and on Saturday June 23 from 8:00 a.m. to 8:00 p.m. in Elgin Memorial Park.
2. Request to waive Open Container Ordinance for Juneteenth Festival on Friday June 8th from 6 p.m. to 12:15 a.m. and on Saturday June 9 from 8:00 a.m. to 6:00 p.m. in Veterans Memorial Park and on Depot Street from Avenue C to Main Street.
3. Request for Street Closures for Annual Western Days Parade, Saturday June 23, 2018.
4. Request For Street Closures for the 19th Annual Juneteenth Festival Parade Saturday, June 9, 2018.
5. City Council Meeting Minutes Regular City Council Meeting Minutes - February 20, 2018, March 6, 2018, March 20, 2018.

City Manager Thomas Mattis asked to pull items #3 and #4 for discussion.

Council Member Brashar moved to approve items 1, 2, and 5 on the Consent Agenda with corrections to the minutes as submitted. Council Member Bega seconds the motion. Motion carried 9-0.

Mr. Mattis stated that he had asked staff that in doing street closures for parades to try to quantify what direct costs are involved. He stated more parades were held and more requests for parades were made and that city staff supported these events but they were true costs to the city. He stated he was not suggesting charging a fee but that everyone needed know what the city anticipates the city's direct costs to be.

3. Request for Street Closures for the Annual Western Days Parade, Saturday June 23, 2018.

Council Member Penson moved to approve items #3 on the Consent Agenda. Council Member Thomas seconds the motion. Motion carried 9-0.

4. Request For Street Closures For The 19th Annual Juneteenth Festival Parade Saturday, June 9, 2018.

Council Member Brashar moved to approve item #4 on the Consent Agenda. Council Member Penson seconds the motion. Motion carried 9-0.

CITY COUNCIL MEETING MINUTES

April 3, 2018 – Page 4

City Annex Council Chambers

NEW BUSINESS

1. RESOLUTION BY THE CITY COUNCIL OF THE CITY OF ELGIN, TEXAS APPROVING A CHAPTER 380 ECONOMIC DEVELOPMENT AGREEMENT BETWEEN THE CITY OF ELGIN AND ONEPOINTE SOLUTIONS, LLC AND AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT

Council Member Person moved to approve the Resolution as presented. Council Member Lopez seconds the motion. Motion carried 9-0.

2. AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ELGIN, TEXAS, AMENDING CHAPTER 46, REVISED CODE OF ORDINANCES OF THE CITY OF ELGIN, TEXAS (2013 EDITION); ADDING FENCING DEFINITIONS; MODIFYING HEIGHT REQUIREMENTS FOR ORNAMENTAL AND PRIVACY FENCES; REPEALING CONFLICTING ORDINANCES AND RESOLUTIONS; INCLUDING A SEVERABILITY CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE

Council Member Person moved to approve the Ordinance as presented. Council Member Brashar seconds the motion. Motion carried 9-0.

3. A RESOLUTION OF THE CITY OF ELGIN, TEXAS AUTHORIZING THE CITY MANAGER TO SIGN AN INTERLOCAL AGREEMENT FOR SUBDIVISION REGULATION WITHIN THE CITY OF ELGIN EXTRATERRITORIAL JURISDICTION (ETJ) WITH BASTROP COUNTY AND MAKING CERTAIN FINDINGS RELATED THERETO

Council Member Brashar moved to approve the Resolution as presented. Council Member Lopez seconds the motion. Motion carried 9-0.

ANNOUNCEMENTS

Mayor Cannon asked if anyone had any announcements. Amy Miller announced a CAMPO meeting on Wednesday, April 11th at the Fleming Center and invited elected officials and the public to come.

ADJOURNMENT

Mayor Cannon adjourned the City Council meeting at 7:55 P.M.

CITY COUNCIL MEETING MINUTES
April 3, 2018 – Page 5
City Annex Council Chambers

APPROVED

Chris Cannon, Mayor

ATTEST:

Amelia Sanchez, City Secretary

**MINUTES
ELGIN CITY COUNCIL
REGULAR MEETING
CITY ANNEX COUNCIL CHAMBERS, 310 NORTH MAIN STREET
TUESDAY, APRIL 17, 2018**

CALL TO ORDER

Mayor Cannon called the meeting to order at 7:00 p.m.

ROLL CALL

Present: Mayor Chris Cannon

Juan Gonzalez, Mayor Pro Tem
Mary Penson, Council Member
Susie Arreaga, Council Member
Jessica Bega, Council Member
Daniel Lopez, Council Member
Phillip Thomas, Council Member

Staff: Thomas L. Mattis, City Manager
Patrick South, Police Chief
Michael Gonzalez, Director Parks and Rec.
Barbara Wilson, HR Director
Gary Cooke, Planning Director
Joe Parten, Public Works Director

Mayor Cannon certified there was a quorum. He stated that Council Members Brashar and Beyer were absent but had been notified by both of their inability to attend.

Council Member Thomas moved to excuse Council Members Brashar and Beyer absence. Council Member Penson seconds the motion. Motion carried 7-0.

INVOCATION

Council Member Thomas gave the invocation.

PLEDGE OF ALLEGIANCE

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

PUBLIC COMMENT

CITY COUNCIL MEETING MINUTES

April 17, 2018 – Page 2

City Annex Council Chambers

Mayor Cannon opened Public Comments.

With no one wishing to speak Mayor Cannon closed Public Comments.

CITY MANAGER'S REPORT

1. Review and Discussion of FY2018-19 Annual Budget and Five -Year Capital Plan Adoption Calendar.

City Manager Thomas Mattis presented the Annual Budget and Five Year Capital Plan Adoption Calendar that included dates for proposed work sessions and meetings regarding the budget and tax rate.

2. Update on code enforcement status - 215 Central Avenue.

Mr. Mattis provide an update on the building at 215 Central Avenue and stated that another one of the walls had fallen down over the weekend and was currently blocking the alley. He stated that the Building Standards Commission would be meeting next Monday to determine the next step and what they say will be final. Mr. Mattis stated that he owner has said she would appeal to the Board as she wants to save the building. The Council was in agreement that eight months was long enough to have done the repairs and did not want to allow more time for repairs to the property.

3. General Activity Report and/or Project

Mr. Mattis reported that progress was being made on the Rec Center regarding the water in the building and that the contractors were working it out to see who was responsible. He stated he was hopeful that the punch list would be complete next week and the city could take possession by the end of this month and open to the public by mid-May.

NEW BUSINESS

1. 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 ZONE AS C-3 HIGHWAY COMMERCIAL DISTRICT AND I GENERAL INDUSTRIAL DISTRICT, THE PROPERTY BEING APPROXIMATELY 80 ACRES OUT OF THE ELIZABETH STANDIFER ABSTRACT NO. A59, CITY OF ELGIN, BASTROP COUNTY, TEXAS; AND PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES AND RESOLUTIONS.

CITY COUNCIL MEETING MINUTES

April 17, 2018 – Page 3

City Annex Council Chambers

Council Member Penson moved to approve the ordinance as presented. Council Member Lopez seconds the motion. Motion carried 7-0.

2. AN ORDINANCE ADOPTING UNANIMOUS SETTLEMENT AGREEMENT, SETTING RATES AND ESTABLISHING TARIFFS FOR THE PROVISION OF NATURAL GAS SERVICE BY CENTERPOINT ENERGY RESOURCES CORP., D/B/A CENTERPOINT ENERGY ENTEX AND CENTERPOINT ENERGY TEXAS GAS COMPANY WITHIN THE CITY OF ELGIN; DECLARING THIS ORDINANCE TO BE A FINAL DETERMINATION OF RATES; REQUIRING ACCEPTANCE BY CENTERPOINT ENERGY RESOURCES CORP., D/B/A CENTERPOINT ENERGY ENTEX AND CENTERPOINT ENERGY TEXAS GAS COMPANY OF THE RATES PRESCRIBED HEREIN; AND ESTABLISHING AN EFFECTIVE DATE.

Council Member Penson moved to approve the ordinance as presented. Council Member Thomas seconds the motion. Motion carried 7-0.

ANNOUNCEMENTS

Amy Miller announced the Local Lore this weekend on Saturday.

ADJOURNMENT

Mayor Cannon adjourned the City Council Meeting at 7:44 p.m.

APPROVED

Chris Cannon, Mayor

ATTEST:

Amelia Sanchez, City Secretary



Elgin City Council Meeting Agenda Item Executive Summary

ITEM: Ordinance Amending FY 2017-18 Budget

DEPARTMENT: City Manager and Finance

PROPOSED ACTION: Consider Ordinance for adoption

BACKGROUND: This first Amendment for the 2017-18 Fiscal Year Budget comes after experiencing actual expenditures through the first six months of the year as well as receipt of actual revenue during that same time frame. In addition to refining revenue projections and expenditures based on analysis of each line item, corrections have also been made on assumptions made during the preparation process that had a distorting effect on final estimates for the proposed budget.

Despite a significant increase of \$206,075 in proposed additional appropriations for the Police Department, re-estimates in revenue and other adjustments for the General Fund are expected to keep it in balance through the current fiscal year. Utility revenue is expected to cover a slight increase in projected expenditures to the end of the year, and only three of the Special Revenue Funds are expected to draw down reserves to cover anticipated expenses.

The Ordinance amending the budget, a copy of which is attached, contains in EXHIBIT A, proposed adjustments for each line item of revenue and expenditures for each. Staff will be available to review the major changes recommended and will of course answer any specific questions the Council may have with regard to specific line items.

BUDGET/FINANCIAL IMPACT:

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

RECOMMENDATION: Recommended for adoption

ATTACHMENTS: Draft Ordinance amending the FY 2017-18 Budget.

{ } 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.

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF ELGIN, TEXAS, AMENDING THE AMOUNT OF APPROPRIATIONS FOR THE GENERAL FUND AS WELL AS ALL OTHER FUNDS THAT PROVIDE FOR THE PAYMENT OF OPERATING AND CAPITAL EXPENDITURES AND BY CHANGING THE AMOUNT APPROPRIATED FOR VARIOUS DEPARTMENTS OF THE CITY AS ORIGINALLY ADOPTED BY ORDINANCE NO. 2017-09-19-16 ADOPTED SEPTEMBER 19, 2017; IN ACCORDANCE WITH THE LOCAL GOVERNMENT CODE OF THE STATE OF TEXAS AND THE ORDINANCES AND RULES OF THE CITY OF ELGIN, TEXAS; APPROPRIATING THE VARIOUS AMOUNTS THEREOF, AND REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT THEREWITH, AND PROVIDING FOR PUBLICATION AND AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Elgin, Texas approved Budget Ordinance No. 2017-09-19-16 for the 2017 – 18 Fiscal Year on September 19, 2017; and

WHEREAS, the City Manager of the City of Elgin has submitted to the City Council, a proposed budget amendment of revenues and expenditures of the City of Elgin for the fiscal year ending September 30, 2018; and

WHEREAS, the City Council of the City of Elgin, Texas desires to amend the approved Budget Ordinance for the 2017 – 2018 Fiscal Year;

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

SECTION 1: AMENDMENT TO CURRENT BUDGET

That appropriations for the Fiscal Year beginning October 1, 2017 and ending September 30, 2018, for support of the general government of the City of Elgin, Texas be amended for said term in accordance with changes in expenditures shown in the Attached Exhibit A, attached hereto for the purposes stated herein.

SECTION 2: APPROVAL OF AMENDMENT

That the budget amendment, as shown in words and figures in Exhibit A are hereby approved in all aspects and adopted as an amendment to the City budget for the Fiscal Year beginning October 1, 2017 and ending September 30, 2018.

SECTION 3: BUDGET AMENDMENT FILING

In accordance with § 102.008(1), Local Government Code, The Director of Finance is directed to file with the City Secretary a true copy of the amended final budget as adopted by the City Council, and the City Secretary is directed to certify as a true copy said amended budget and file it with this Ordinance in the official records of the City.

SECTION 4: BUDGET AMENDMENT POSTING

In accordance with § 102.008(2), Local Government Code, The Director of Finance is directed to take action to ensure that a copy of the amended budget is posted on the City's website.

SECTION 5: CONFLICT

That all Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

SECTION 6: OPEN MEETINGS

That it is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public as required and that the public notice of time, place, location and the purpose of said meeting was given as required by the Open Meetings Act, Ch. 551 LGC.

SECTION 7: PUBLICATION

The City Secretary is hereby authorized and directed to cause the publication of the descriptive caption of this Ordinance as an alternative method of publication provided by law.

SECTION 8: EFFECTIVE DATE

This Ordinance shall be in full force and effective from and after the date of its final passage and adoption in accordance with state law.

PRESENTED, REVIEWED, CONSIDERED AND APPROVED ON THIS 1st DAY OF MAY, 2018 BY A VOTE OF ____ AYES, ____ NAYS AND ____ ABSTENTIONS, AT A REGULAR CALLED MEETING OF THE CITY COUNCIL OF THE CITY OF ELGIN, TEXAS.

CITY OF ELGIN by:

Chris Cannon, Mayor

ATTEST:

Amelia Sanchez, City Secretary

APPROVED AS TO FORM AND LEGALITY:

Charles Crossfield, City Attorney

EXHIBIT A

ORDINANCE NO.

**BUDGET AMENDMENT #1
CITY OF ELGIN**

**FISCAL YEAR
2017-2018**

Ending September 30th, 2018

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GENERAL FUND

GENERAL FUND REVENUE - FY 2017-18

AMENDMENT # 1 May 1, 2018

<u>REVENUE</u>	<u>Adopted</u>	<u>Y-T-D Mar '18</u>	<u>Increase/ (decrease)</u>	<u>Amended 5-1-2018</u>	<u>% Re- main.</u>
<i>Taxes</i>					
Property Taxes - <i>Current</i>	1,672,341	1,851,415	258,836	1,931,177	4%
Property Taxes - <i>Delinquent</i>	299,043	268,014	25,000	324,043	17%
Prop. Taxes - Prior Year Delinq.	33,403	15,937	-	33,403	52%
Penalty & Interest- <i>Delq</i>	24,805	9,420	-	24,805	62%
Sales Tax	1,622,245	699,543	(54,900)	1,567,345	55%
Beverage Tax	<u>33,101</u>	<u>11,402</u>	<u>-</u>	<u>33,101</u>	66%
<i>Subtotal</i>	3,684,939	2,855,731	228,936	3,913,875	27%
<i>Franchise Fees</i>					
Oncor Electric Delivery	5,500	2,002	250,000	255,500	99%
Centerpoint Energy	130,000	36,007	(93,993)	36,007	0%
Spectrum	20,000	63,397	112,000	132,000	52%
Republic Services	304,500	6,893	(268,515)	35,985	81%
Misc - Telephone	<u>10,000</u>	<u>13,050</u>	<u>16,100</u>	<u>26,100</u>	50%
<i>Subtotal</i>	470,000	121,349	15,592	485,592	75%
<i>Earned Interest</i>	11,723	7,771	5,000	16,723	54%
<i>Fees and Permits</i>					
Gas Permits	4,756	1,150	-	4,756	76%
Building Permits(E,M,P)	170,018	38,417	-	170,018	77%
Electrical	-	2,510	3,500	3,500	28%
Mechnaical	-	4,170	6,100	6,100	32%
Plumbing	-	2,340	3,500	3,500	33%
Inspection Fees	54,236	23,200	-	54,236	57%
Electrical Licenses	1,967	550	-	1,967	72%
Alarm Permits	5,795	3,091	-	5,795	47%
Planning & Zoning Fees	32,640	13,232	-	32,640	59%
Plan Review Reimbursements	14,634	-	-	14,634	100%
Sign Permit	375	157	-	375	58%
Solicitor's Permit	465	30	-	465	94%
Alcohol Beverage License	3,296	418	-	3,296	87%
Movie Location Fees	2,273	3,636	-	2,273	-60%
Other	<u>10</u>	<u>-</u>	<u>-</u>	<u>10</u>	100%
<i>Subtotal</i>	290,465	92,901	13,100	303,565	69%
<i>Fines and Forfeitures</i>					
Municipal Court Fines	375,000	125,800	(118,454)	256,546	51%
Child Safety & Other Court Fees	3,736	3,123	1,500	5,236	40%
Animal Control Fees	200	-	-	200	100%
Code Enforcement	<u>2,963</u>	<u>-</u>	<u>-</u>	<u>2,963</u>	100%
<i>Subtotal</i>	381,899	128,924	(116,954)	264,945	51%

<u>REVENUE</u>	<u>Adopted</u>	<u>Y-T-D Mar '18</u>	<u>Increase/ (decrease)</u>	<u>Amended 5-1-2018</u>	<u>% Re- main.</u>
<i>Charges for Services</i>					
Solid Waste Collection Services	-	-	-	-	
EPD Escort Fees	<u>3,730</u>	<u>2,073</u>	<u>-</u>	<u>3,730</u>	44%
<i>Subtotal</i>	3,730	2,073	-	3,730	44%
<i>Intergovernmental Revenue</i>					
Elgin ISD	76,006	40,000	-	76,006	47%
Bastrop-Travis ESD No. 1	34,500	-	-	34,500	100%
Other	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	0%
<i>Subtotal</i>	110,506	40,000	-	110,506	64%
<i>Library Revenue</i>					
General	9,550	6,105	2,000	11,550	47%
Bastrop County	8,913	-	-	8,913	100%
Contributions	1,937	1,536	-	1,937	21%
Civic Center Rentals	3,128	1,400	-	3,128	55%
Other	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	0%
<i>Subtotal</i>	23,528	9,041	2,000	25,528	65%
<i>Park and Recreation Revenue</i>					
General Fees	6,104	5,155	-	6,104	16%
Pool - Annual Passes	10,606	-	(7,480)	3,126	100%
Pool Rental/Lessons	6,756	429	-	6,756	94%
Fleming Center Rentals	9,381	7,668	-	9,381	18%
All Purpose Passes	-	-	10,000	10,000	100%
Rec. Center Rentals	<u>-</u>	<u>-</u>	<u>15,000</u>	<u>15,000</u>	0%
<i>Subtotal</i>	32,847	13,252	17,520	50,367	74%
<i>MISCELLANEOUS REVENUE</i>					
Police Accident Reports	1,605	790	-	1,605	51%
Contri. - Blue Santa	1,385	1,640	255	1,640	0%
Contri.-Special Events	1,000	5,000	4,000	5,000	0%
Insurance Proceeds	-	7,313	7,313	7,313	0%
Equipment Sale Proceeds	2,048	267	8,920	10,968	98%
Grant - PD	-	16,000	16,000	16,000	0%
Other	<u>34,483</u>	<u>2,125</u>	<u>-</u>	<u>34,483</u>	94%
<i>Subtotal</i>	40,521	33,135	36,488	77,009	57%
<i>PAYMENT IN LIEU OF TAXES</i>	-	3,500	3,500	3,500	0%
<i>TRANSFER-ENTERPRISE FUNDS</i>	1,121,029	-	-	1,121,029	100%
<i>TRANSF.-RED LIGHT CAMERA</i>	158,160	-	-	158,160	100%
<i>TRANSFER - CASH RESERVES</i>	<u>32,220</u>	<u>-</u>	<u>(32,220)</u>	<u>-</u>	0%
TOTALS	<u>6,361,567</u>	<u>3,304,177</u>	<u>169,462</u>	<u>6,531,029</u>	49%

ADMINISTRATION -MAYOR AND CITY COUNCIL

AMENDMENT # 1 May 1, 2018

06

	<u>Adopted</u>	<u>Y-T-D Mar '18</u>	<u>Increase/ (decrease)</u>	<u>Amended 5-1-2018</u>	<u>% Re- Main.</u>
<i>Salaries and Benefits</i>					
Stipend	5,700	2,850	-	5,700	50%
Social Security	-	-	-	-	0%
Municipal Retirement System	-	-	-	-	0%
Workman's Compensation	23	-	-	23	100%
Medical Insurance	-	-	-	-	
Unemployment Insurance	-	-	-	-	
Other	-	-	-	-	
<i>Subtotal</i>	5,723	2,850	-	5,723	50%
<i>Supplies and Materials</i>					
Minor Supplies	-	-	-	-	0%
Office Supplies	-	-	-	-	0%
Uniforms	800	-	-	800	100%
<i>Subtotal</i>	800	-	-	800	100%
<i>Services and Other Charges</i>					
Insurance	-	-	-	-	
Dues & Memberships	6,735	145	-	6,735	98%
Information Technology	21,000	1,563	-	21,000	93%
Travel & Training	10,800	3,773	-	10,800	65%
Bond	400	400	-	400	0%
<i>Community Non-Profit Support</i>					
CARTS	2,700	2,700	-	2,700	0%
Drive a Senior	4,500	4,500	-	4,500	0%
CASA	2,700	2,700	-	2,700	0%
Children's Advocacy	3,150	3,150	-	3,150	0%
Family Crisis Center	2,520	2,520	-	2,520	0%
Combined Community Action	3,600	3,600	-	3,600	0%
Food Pantry	-	0	-	-	0%
Elgin Community Cupboard	2,700	2,700	-	2,700	0%
Advocacy Outreach	4,500	4,500	-	4,500	0%
Elgin Arts Association	1,350	1,350	-	1,350	0%
Elgin Historical Association	4,500	4,500	-	4,500	0%
Miscellaneous	-	0	-	-	0%
<i>Subtotal</i>	71,155	38,100	-	71,155	46%
<i>Capital Outlay</i>	-	-	-	-	0%
TOTALS	77,678	40,950	-	77,678	47%

ADMINISTRATION - CITY MANAGER

AMENDMENT # 1 May 1, 2018

02

	<u>Adopted</u>	<u>Y-T-D Mar '18</u>	<u>Increase/ (decrease)</u>	<u>Amended 5-1-2018</u>	<u>% Re- Main.</u>
<i>Salaries and Benefits</i>					
Base Salaries	286,697	110,430	(65,855)	220,842	50%
Market Maint Adjustment	4,300	-	(4,300)	-	0%
Merit Increase	1,279	-	(1,279)	-	0%
Overtime	-	147	422	422	65%
Social Security	23,563	7,366	(6,624)	16,939	57%
Municipal Retirement System	37,752	17,156	(2,544)	35,208	51%
Workman's Compensation	1,395	3,599	2,204	3,599	0%
Medical Insurance	37,752	9,783	(11,987)	25,765	62%
Unemployment Insurance	623	411	(212)	411	0%
Car Allowance	15,600	7,800	-	15,600	50%
Longevity Pay	140	140	-	140	0%
<i>Subtotal</i>	409,101	156,833	(90,175)	318,926	51%
<i>Supplies and Materials</i>					
Office Supplies	7,162	1,219	-	7,162	83%
Minor Supplies	942	139	-	942	85%
Printing	3,487	415	-	3,487	88%
Meeting Expenses	2,558	440	-	2,558	83%
Uniforms	500	-	-	500	100%
<i>Subtotal</i>	14,649	2,213	-	14,649	85%
<i>Services and Other Charges</i>					
Equipment Maintenance	500	-	-	500	100%
Information Technology	10,200	7,624	-	10,200	25%
Utilities	9,800	3,821	-	9,800	61%
Contract Services	2,000	-	-	2,000	100%
Professional Services	2,293	2,636	35,500	37,793	93%
Elections	18,000	3,276	-	18,000	82%
Records Management	1,227	94	-	1,227	92%
Codification	4,103	1,225	-	4,103	70%
Engineering	3,800	-	-	3,800	100%
Dues & Memberships	8,021	3,696	-	8,021	54%
Travel & Training	8,984	2,896	-	8,984	68%
Legal Services	45,000	14,462	-	45,000	68%
Employee Bond	400	400	-	400	0%
Employee Appreciation	10,044	10,434	390	10,434	0%
Discretionary Funds	10,000	-	-	10,000	100%
<i>Subtotal</i>	134,373	50,563	35,890	170,263	70%
<i>Capital Outlay</i>	-	-	-	-	
TOTALS	558,123	209,609	(54,285)	503,838	58%

ADMINISTRATION - FINANCE

AMENDMENT # 1 May 1, 2018

03

	<u>Adopted</u>	<u>Y-T-D Mar '18</u>	<u>Increase/ (decrease)</u>	<u>Amended 5-1-2018</u>	<u>% Re- Main.</u>
<i>Salaries and Benefits</i>					
Base Salaries	187,126	108,327	19,831	206,957	48%
Market Maint Adjustment	2,807	-	(2,807)	-	0%
Merit Increase	1,412	-	(1,412)	-	0%
Overtime	-	1,773	2,000	2,000	0%
Social Security	15,247	8,409	1,043	16,290	48%
Municipal Retirement System	28,940	16,590	2,511	31,451	47%
Workman's Compensation	903	3,146	2,243	3,146	0%
Medical Insurance	21,489	9,920	(913)	20,576	52%
Unemployment Insurance	510	687	177	687	0%
Car Allowance	7,200	3,600	-	7,200	50%
Longevity Pay	765	760	5	770	1%
Other	-	-	-	-	0%
<i>Subtotal</i>	266,399	153,214	22,678	289,077	47%
<i>Supplies and Materials</i>					
Office Supplies	1,093	1,214	2,000	3,093	61%
Postage	3,250	1,754	-	3,250	46%
Other	-	-	-	-	0%
<i>Subtotal</i>	4,343	2,968	2,000	6,343	53%
<i>Services and Other Charges</i>					
Information Technology	8,100	4,389	-	8,100	46%
Utilities- Telephone	6,500	3,457	-	6,500	47%
Utilities- Electric	2,700	297	-	2,700	89%
Audit Services	27,000	7,500	-	27,000	72%
Appraisal Board	46,968	1,268	-	46,968	97%
County Tax Collection	12,000	9,967	-	12,000	17%
Contract Services	2,900	1,380	-	2,900	52%
Dues & Memberships	1,347	351	-	1,347	74%
Travel & Training	6,893	1,334	-	6,893	81%
Professional Services	2,012	2,089	-	2,012	-4%
Employee Bond	400	467	-	400	-17%
Other	-	-	-	-	0%
<i>Subtotal</i>	116,820	32,500	-	116,820	72%
<i>Capital Outlay</i>	-	-	-	-	0%
TOTALS	387,562	188,682	24,678	412,240	54%

POLICE - DEPARTMENT OPERATIONS

AMENDMENT # 1 May 1, 2018

10

	<u>Adopted</u>	<u>Y-T-D Mar '18</u>	<u>Increase/ (decrease)</u>	<u>Amended 5-1-2018</u>	<u>% Re- Main.</u>
<i>Salaries and Benefits</i>					
Base Salaries	943,304	498,702	40,518	983,822	49%
Overtime	70,597	49,204	18,607	89,204	45%
Social Security	79,734	41,705	2,768	82,502	49%
Muni. Retirement Sys.	151,337	81,660	6,590	157,927	48%
Worker's Comp.	45,766	45,311	-	45,766	1%
Medical Insurance	132,517	54,211	-	132,517	59%
Unemploy. Insurance	3,147	3,090	-	3,147	2%
Longevity Pay	8,560	11,780	3,220	11,780	0%
Commitment Pay	4,000	3,500	500	4,500	22%
Tenure Pay	22,500	6,000	(4,750)	17,750	66%
<i>Subtotal</i>	1,461,462	795,163	67,453	1,528,915	48%
<i>Supplies and Materials</i>					
Office Supplies	11,520	2,925	-	11,520	75%
Minor Supplies	4,670	2,045	-	4,670	56%
Postage	2,500	129	-	2,500	95%
Printing	2,003	997	-	2,003	50%
Fuel	34,459	14,866	-	34,459	57%
Ammunition	8,000	139	-	8,000	98%
Investigative Supplies	13,441	2,282	-	13,441	83%
Uniforms	11,557	11,093	15,000	26,557	58%
<i>Subtotal</i>	88,150	34,476	15,000	103,150	67%
<i>Services and Other Charges</i>					
K-9 Unit	2,500	287	-	2,500	89%
Detention Services	15,830	3,330	-	15,830	79%
Janitorial Bldg Services	-	22	50	50	0%
Citizens Police Academy	1,000	217	-	1,000	78%
Contract Services	56,091	30,373	10,000	66,091	54%
Utilities- Telephone	50,000	20,462		50,000	59%
Utilities- Electric	11,000	3,141	-	11,000	71%
Utilities- Gas	900	2,037	-	900	-126%
Information Tech.	52,000	54,244	10,000	62,000	13%
Vehicle Maintenance	21,560	12,615	-	21,560	41%
Equipment Maintenance	5,633	265	-	5,633	95%
Dues & Memberships	2,023	522	-	2,023	74%
Travel & Training	5,403	4,784	-	5,403	11%
Capital Lease - Vehicles	-	68,655	92,224	92,224	26%
Employee Drug Screen.	1,000	663	-	1,000	34%
Non Capital Equipment	1,000	3,000	2,000	3,000	0%
<i>Subtotal</i>	225,940	204,617	114,274	340,214	40%
<i>Capital Outlay</i>	-	-	9,348	9,348	100%
TOTALS	<u>1,775,552</u>	<u>1,034,255</u>	<u>206,075</u>	<u>1,981,627</u>	48%

POLICE - COMMUNICATIONS

AMENDMENT # 1 May 1, 2018

010-08

	<u>Adopted</u>	<u>Y-T-D Mar '18</u>	<u>Increase/ (decrease)</u>	<u>Amended 5-1-2018</u>	<u>% Re- Main.</u>
<i>Salaries and Benefits</i>					
Base Salaries	163,176	76,794	3,287	166,463	54%
Overtime	35,000	19,194	2,250	37,250	48%
Social Security	12,578	7,166	2,883	15,461	54%
Municipal Retirement System	23,874	14,374	6,142	30,016	52%
Worker's Compensation	9,471	3,348	(5,719)	3,752	11%
Medical Insurance	35,816	14,834	(3,223)	32,593	54%
Unemployment Insurance	851	866	-	851	-2%
Longevity Pay	1,245	1,250	5	1,250	0%
Other	<u>(34,500)</u>		<u>-</u>	<u>(34,500)</u>	0%
Subtotal	247,511	137,827	5,625	253,136	46%
<i>Supplies and Materials</i>					
Office Supplies	-	-	-	-	0%
Minor Supplies	2,000	-	-	2,000	100%
Uniforms	<u>2,000</u>	<u>-</u>	<u>-</u>	<u>2,000</u>	100%
Subtotal	4,000	-	-	4,000	100%
<i>Services and Other Charges</i>					
Information Technology	-				
Vehicle Maintenance	-	-	-	-	0%
Equipment Maintenance	2,000	-	-	2,000	100%
Dues & Memberships	1,000	-	-	1,000	100%
Travel & Training	<u>1,000</u>	<u>-</u>	<u>-</u>	<u>1,000</u>	100%
Subtotal	4,000	-	-	4,000	100%
Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	0%
TOTALS	255,511	137,827	5,625	261,136	47%
				5,625	

POLICE - ANIMAL CONTROL

AMENDMENT # 1 May 1, 2018

9

	<u>Adopted</u>	<u>Y-T-D Mar '18</u>	<u>Increase/ (decrease)</u>	<u>Amended 5-1-2018</u>	<u>% Re- Main.</u>
<i>Salaries and Benefits</i>					
Base Salaries	36,698	17,259	-	36,698	53%
Overtime	692	306	-	692	56%
Social Security	2,917	1,371	-	2,917	53%
Municipal Retirement System	5,538	2,604	-	5,538	53%
Worker's Compensation	2,166	1,867	1,692	3,858	52%
Medical Insurance	7,163	3,133	(478)	6,685	53%
Unemployment Insurance	170	161	-	170	5%
Longevity Pay	<u>390</u>	<u>390</u>	<u>-</u>	<u>390</u>	<u>0%</u>
<i>Subtotal</i>	55,734	27,090	1,214	56,948	52%
<i>Supplies and Materials</i>					
Minor Supplies	1,191	-	-	1,191	100%
Fuel	3,242	794	-	3,242	76%
Uniforms	<u>500</u>	<u>-</u>	<u>-</u>	<u>500</u>	<u>100%</u>
<i>Subtotal</i>	4,933	794	-	4,933	84%
<i>Services and Other Charges</i>					
Contract Services	12,000	-	-	12,000	100%
Utilities	1,650	148	-	1,650	91%
Information Technology	2,600	82	-	2,600	97%
Equipment Maintenance	-	-	-	-	0%
Dues & Memberships	-	-	-	-	0%
Travel & Training	1,000	-	-	1,000	100%
Other	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>0%</u>
<i>Subtotal</i>	17,250	230	-	17,250	99%
<i>Capital Outlay</i>					
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>0%</u>
TOTALS	<u>77,917</u>	<u>28,114</u>	<u>1,214</u>	<u>79,131</u>	64%
				1,214	

POLICE -FIRE/EMS/SCHOOLS

AMENDMENT # 1 May 1, 2018

10

	<u>Adopted</u>	<u>Y-T-D Mar '18</u>	<u>Increase/ (decrease)</u>	<u>Amended 5-1-2018</u>	<u>% Re- Main.</u>
<i>Salaries and Benefits</i>					
Base Salaries	104,049	-	15,677	119,726	100%
Overtime	-	-	-	-	0%
Social Security	8,026	-	1,830	9,856	100%
Muni. Retirement Sys.	15,234	-	3,349	18,583	100%
Worker's Comp.	2,638	-	-	2,638	100%
Medical Insurance	14,326	-	-	14,326	100%
Unemploy. Insurance	340	-	-	340	100%
Longevity Pay	865	-	-	865	100%
Commitment Pay	-	-	-	-	0%
Tenure Pay	-	-	-	-	0%
<i>Subtotal</i>	<u>145,478</u>	<u>-</u>	<u>20,856</u>	<u>166,334</u>	<u>100%</u>
<i>Supplies and Materials</i>					
<i>Subtotal</i>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>0%</u>
<i>Services and Other Charges</i>					
Bastrop ESD	34,500	34,500	-	34,500	0%
Boot Camp-Juvenile Prog	4,620	4,620	-	4,620	0%
Explorer Program	739	739	-	739	0%
Non Capital Equipment	-	-	-	-	0%
<i>Subtotal</i>	<u>39,859</u>	<u>39,859</u>	<u>-</u>	<u>39,859</u>	<u>0%</u>
<i>Capital Outlay</i>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>0%</u>
TOTALS	<u><u>185,337</u></u>	<u><u>39,859</u></u>	<u><u>20,856</u></u>	<u><u>206,193</u></u>	<u><u>81%</u></u>

MUNICIPAL COURT
AMENDMENT # 1 May 1, 2018

	<u>Adopted</u>	<u>Y-T-D Mar '18</u>	<u>Increase/ (decrease)</u>	<u>Amended 5-1-2018</u>	<u>18 % Re- Main.</u>
<i>Salaries and Benefits</i>					
Base Salaries	112,184	52,498	12,199	124,383	58%
Overtime	800	620	157	957	35%
Social Security	8,696	4,043	906	9,602	58%
Municipal Retirement Sys.	15,202	7,449	-	15,202	51%
Worker's Compensation	514	3,323	2,809	3,323	0%
Medical Insurance	21,489	9,388	(1,146)	20,343	54%
Unemployment Insurance	626	500	200	826	39%
Longevity Pay	300	305	5	305	0%
<i>Subtotal</i>	<u>159,811</u>	<u>78,126</u>	<u>15,130</u>	<u>174,941</u>	<u>55%</u>
<i>Supplies and Materials</i>					
Office Supplies	1,497	508	1,003	2,500	80%
Postage	1,650	629	-	1,650	62%
Printing	4,200	780	-	4,200	81%
Other	-	-	-	-	0%
<i>Subtotal</i>	<u>7,347</u>	<u>1,917</u>	<u>1,003</u>	<u>8,350</u>	<u>77%</u>
<i>Services and Other Charges</i>					
Judicial Services	26,689	7,957	-	26,689	70%
Magistrate Mileage	10,762	2,538	-	10,762	76%
Legal Services - Prosecutor	12,500	9,917	-	12,500	21%
Jury Expense	800	-	-	800	100%
Collection Fees	43,332	9,696	-	43,332	78%
Contract Services	1,850	4,276	-	1,850	-131%
Utilities-Telephone	5,200	2,741	2,277	7,477	63%
Utilities-Electric	2,700	297	-	2,700	89%
Utilities-Gas	250	-	-	250	0%
Information Technology	7,900	3,627	1,200	9,100	60%
Equipment Maintenance	145	-	-	145	100%
Dues & Memberships	278	100	-	278	64%
Travel & Training	4,000	1,802	1,000	5,000	64%
Employee Drug Screening	200	-	-	200	100%
<i>Subtotal</i>	<u>116,606</u>	<u>42,949</u>	<u>4,477</u>	<u>121,083</u>	<u>65%</u>
<i>Capital Outlay</i>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>0%</u>
TOTALS	<u><u>283,764</u></u>	<u><u>122,992</u></u>	<u><u>20,610</u></u>	<u><u>304,374</u></u>	<u><u>60%</u></u>

PUBLIC WORKS
AMENDMENT # 1 May 1, 2018

15

	<u>Adopted</u>	<u>Y-T-D Mar '18</u>	<u>Increase/ (decrease)</u>	<u>Amended 5-1-2018</u>	<u>% Re- Main.</u>
<i>Salaries and Benefits</i>					
Base Salaries	378,787	191,914	10,360	389,147	51%
Market Maint Adjustment	5,682	-	(5,682)	-	0%
Merit Increase	4,678	-	(4,678)	-	0%
Overtime	14,970	3,153	-	14,970	79%
Social Security	32,077	15,623	(888)	31,189	50%
Municipal Retirement System	60,886	29,831	(1,703)	59,183	50%
Worker's Compensation	44,525	27,796	(16,729)	27,796	0%
Medical Insurance	71,631	28,059	(8,056)	63,575	56%
Unemployment Insurance	1,701	1,669	-	1,701	2%
Longevity Pay	7,470	7,280	(190)	7,280	0%
Car Allowance	7,200	3,600	-	7,200	50%
<i>Subtotal</i>	629,607	308,924	(27,566)	602,041	49%
<i>Supplies and Materials</i>					
Office Supplies	2,237	332	-	2,237	85%
Minor Supplies	5,805	310	-	5,805	95%
Tools	1,369	802	-	1,369	41%
Street Maintenance Supplies	98,854	36,663	10,000	108,854	66%
Chemicals	535	90	-	535	83%
Fuel	17,052	5,454	-	17,052	68%
Uniforms	4,053	2,134	-	4,053	47%
<i>Subtotal</i>	129,905	45,784	10,000	139,905	67%
<i>Services and Other Charges</i>					
TxDOT Highway Maintenance	5,000	1,161	-	5,000	77%
Traffic Controls	10,227	2,751	-	10,227	73%
Street Lighting	108,000	37,948	-	108,000	65%
Contract Services	44,628	6,730	-	44,628	85%
Professional Services	-	376	376	376	0%
Equipment Maintenance	33,930	13,741	-	33,930	60%
Vehicle Maintenance	6,565	5,700	-	6,565	13%
Utilities	10,600	3,790	-	10,600	64%
Information Technology	14,050	6,860	-	14,050	51%
Dues & Memberships	724	371	-	724	49%
Travel & Training	692	593	-	692	14%
Capital Equipment Lease	44,376	22,221	-	44,376	50%
Other	1,000	57	-	1,000	94%
<i>Subtotal</i>	279,792	102,298	376	280,168	63%
<i>Capital Outlay</i>	-	-	-	-	0%
TOTALS	1,039,304	457,006	(17,190)	1,022,114	55%

COMMUNITY DEVELOPMENT

AMENDMENT # 1 May 1, 2018

11

	<u>Adopted</u>	<u>Y-T-D Mar '18</u>	<u>Increase/ (decrease)</u>	<u>Amended 5-1-2018</u>	<u>% Re- Main.</u>
<i>Salaries and Benefits</i>					
Base Salaries	111,059	56,406	3,819	114,878	51%
Market Maint Adjustment	1,666	-	(1,666)	-	0%
Merit Increase	541	-	(541)	-	0%
Overtime	-	281	281	281	0%
Social Security	9,411	4,805	174	9,585	50%
Municipal Retirement System	17,863	9,117	267	18,130	50%
Worker's Compensation	556	2,027	1,471	2,027	0%
Medical Insurance	14,326	6,368	855	15,181	58%
Unemployment Insurance	340	324	16	356	9%
Longevity Pay	2,555	-	-	2,555	100%
Car Allowance	7,200	3,600	-	7,200	50%
Other	-	-	-	-	0%
<i>Subtotal</i>	165,517	82,927	4,676	170,193	51%
<i>Supplies and Materials</i>					
Office Supplies	1,000	496	-	1,000	50%
Minor Supplies	1,000	-	-	1,000	100%
Postage	750	129	-	750	83%
Printing	1,000	-	-	1,000	100%
<i>Subtotal</i>	3,750	625	-	3,750	83%
<i>Services and Other Charges</i>					
Summer Youth Programs	1,721	-	-	1,721	100%
Elgin Local Landmark	2,000	-	-	2,000	0%
Communications	500	-	-	500	100%
Professional Services	3,000	3,183	200	3,200	1%
Special Events	7,000	997	-	7,000	86%
Utilities	10,425	3,533	-	10,425	66%
Information Technology	4,700	2,049	-	4,700	56%
Dues & Memberships	1,500	1,750	250	1,750	0%
Travel & Training	3,500	817	-	3,500	77%
Other	-	-	-	-	0%
<i>Subtotal</i>	34,346	12,328	450	34,796	65%
<i>Capital Outlay</i>					
	-	-	-	-	0%
TOTALS	203,613	95,881	5,126	208,739	54%

LIBRARY
AMENDMENT # 1 May 1, 2018

	<u>Adopted</u>	<u>Y-T-D Mar '18</u>	<u>Increase/ (decrease)</u>	<u>Amended 5-1-2018</u>	<u>05 % Re- Main.</u>
<i>Salaries and Benefits</i>					
Base Salaries	181,048	90,328	988	182,036	50%
Market Maint Adjustment	2,716	-	(2,716)	-	0%
Merit Increase	2,046	-	(2,046)	-	0%
Overtime	100	-	-	100	100%
Social Security	15,017	7,351	(318)	14,699	50%
Municipal Retirement System	22,569	11,354	139	22,708	50%
Worker's Compensation	1,029	496	(533)	496	0%
Medical Insurance	28,652	9,387	(5,059)	23,593	60%
Unemployment Insurance	1,021	865	-	1,021	15%
Car Allowance	7,200	3,600	-	7,200	50%
Longevity Pay	3,290	3,290	-	3,290	0%
Other	-	-	-	-	0%
<i>Subtotal</i>	264,688	126,671	(9,545)	255,143	50%
<i>Supplies and Materials</i>					
Office Supplies	3,370	54	-	3,370	98%
Postage	1,920	629	-	1,920	67%
Printing	854	610	-	854	29%
Minor Supplies	3,987	2,250	-	3,987	44%
<i>Subtotal</i>	10,131	3,543	-	10,131	65%
<i>Services and Other Charges</i>					
Summer Reading Program	2,500	-	-	2,500	100%
Books	11,269	8,354	-	11,269	26%
Library Book Supplies	-	304	304	304	0%
Books-Donations	1,526	35	-	1,526	98%
Periodicals/Subscriptions	998	282	-	998	72%
Information Technology	17,000	7,585	-	17,000	55%
Utilities (Elec-Tel)	22,300	6,273	-	22,300	72%
Contract Services	6,500	6,748	5,000	11,500	41%
Professional Services		178	178	178	0%
Special Events	4,032	1,013	-	4,032	75%
Dues & Memberships	690	98	-	690	86%
Travel & Training	3,772	2,295	-	3,772	39%
Other	-	145	145	145	0%
<i>Subtotal</i>	70,587	33,310	5,627	76,214	56%
<i>Capital Outlay</i>	-	-	-	-	0%
TOTALS	345,406	163,524	(3,918)	341,488	52%

PARKS & RECREATION - OPERATIONS
AMENDMENT # 1 May 1, 2018

	<u>Adopted</u>	<u>Y-T-D Mar '18</u>	<u>Increase/ (decrease)</u>	<u>Amended 5-1-2018</u>	¹⁷ <u>% Re- Main.</u>
<i>Salaries and Benefits</i>					
Base Salaries	297,748	161,618	36,350	334,098	52%
Market Maint Adjustment	4,466	-	(4,466)	-	0%
Merit Increase	3,570	-	(3,570)	-	0%
Overtime	9,780	5,483	1,703	11,483	52%
Social Security	24,854	12,860	2,026	26,880	52%
Municipal Retirement System	47,174	25,096	4,360	51,534	51%
Worker's Compensation	13,776	12,985	(791)	12,985	0%
Medical Insurance	64,468	29,860	(3,856)	60,612	51%
Unemployment Insurance	1,531	1,464	-	1,531	4%
Car Allowance	7,200	3,600	-	7,200	50%
Longevity Pay	1,825	2,030	205	2,030	0%
<i>Subtotal</i>	<u>476,392</u>	<u>254,995</u>	<u>31,961</u>	<u>508,353</u>	<u>50%</u>
<i>Supplies and Materials</i>					
Office Supplies	838	309	-	838	63%
Minor Supplies	29,693	10,464	-	29,693	65%
Printing	1,905	916	-	1,905	52%
Chemicals	1,000	-	-	1,000	100%
Fuel	7,500	3,743	-	7,500	50%
<u>Uniforms</u>	<u>4,300</u>	<u>1,247</u>	<u>-</u>	<u>4,300</u>	<u>71%</u>
<i>Subtotal</i>	<u>45,236</u>	<u>16,680</u>	<u>-</u>	<u>45,236</u>	<u>63%</u>
<i>Services and Other Charges</i>					
Programs/Special Events	7,227	1,546	-	7,227	79%
Communications	57	-	-	57	100%
Buildings & Grounds	110,000	35,690	-	110,000	68%
Contract Services	9,550	5,099	-	9,550	47%
Professional Services	-	376	376	376	0%
Utilities	38,500	16,132	-	38,500	58%
Information Technology	13,900	6,997	-	13,900	50%
Equipment Maintenance	1,582	1,701	-	1,582	-8%
Dues & Memberships	1,593	150	-	1,593	91%
Travel & Training	2,230	1,777	-	2,230	20%
Capital Equipment Lease	12,128	6,085	-	12,128	50%
Other	500	241	-	500	52%
<i>Subtotal</i>	<u>197,267</u>	<u>75,795</u>	<u>376</u>	<u>197,643</u>	<u>62%</u>
<i>Capital Outlay</i>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>0%</u>
TOTALS	<u><u>718,895</u></u>	<u><u>347,470</u></u>	<u><u>32,337</u></u>	<u><u>751,232</u></u>	<u>54%</u>

PARKS- RECREATION CENTER

AMENDMENT # 1 May 1, 2018

	<u>Adopted</u>	<u>Y-T-D Mar '18</u>	<u>Increase/ (decrease)</u>	<u>Amended 5-1-2018</u>	<u>16 % Re- Main.</u>
<i>Salaries and Benefits</i>					
Base Salaries	127,965	19,744	(51,121)	77,972	75%
Market Maint Adjustment	564	-	(564)	-	0%
Merit Increase	564	-	(564)	-	0%
Overtime	500	-	-	500	100%
Social Security	9,876	1,497	(6,791)	3,085	51%
Municipal Retirement System	5,627	2,782	-	5,627	51%
Workman's Compensation	6,655	2,874	(3,781)	2,874	0%
Medical Insurance	7,163	3,146	-	7,163	56%
Unemployment Insurance	1,870	170	(1,310)	560	70%
Other	-	-	-	-	0%
<i>Subtotal</i>	160,784	30,212	(64,131)	97,781	69%
<i>Supplies and Materials</i>					
Office Supplies	500	-	-	500	100%
Minor Supplies	5,185	-	-	5,185	100%
Uniforms	1,000	-	-	1,000	100%
<i>Subtotal</i>	6,685	-	-	6,685	100%
<i>Services and Other Charges</i>					
Contract Services	1,000	405	-	1,000	60%
Utilities	22,400	349	-	22,400	98%
Information Technology	1,100	1,354	-	1,100	-23%
Equipment Maintenance	1,800	-	-	1,800	100%
Dues & Memberships	500	-	-	500	100%
Travel & Training	1,000	120	-	1,000	88%
Other	1,000	575	-	1,000	43%
<i>Subtotal</i>	28,800	2,804	-	28,800	90%
<i>Capital Outlay</i>	-	-	-	-	0%
TOTALS	<u>196,269</u>	<u>33,016</u>	<u>(64,131)</u>	<u>133,266</u>	75%

PARKS -SWIMMING POOL

AMENDMENT # 1 May 1, 2018

18

	<u>Adopted</u>	<u>Y-T-D Mar '18</u>	<u>Increase/ (decrease)</u>	<u>Amended 5-1-2018</u>	<u>% Re- Main.</u>
<i>Salaries and Benefits</i>					
Base Salaries	93,604	2,529	294	93,898	97%
Market Maint Adjustment	294	-	(294)	-	0%
Merit Increase	294	-	(294)	-	0%
Social Security	10,718	171	(4,015)	6,703	97%
Municipal Retirement System	-	118	118	118	0%
Worker's Compensation	4,306	2,216	(2,090)	2,216	0%
Medical Insurance	-	-	-	-	0%
Unemployment Insurance	1,020	18	643	1,663	99%
Longevity Pay	215	-	(214)	1	100%
Other	-	-	-	-	0%
<i>Subtotal</i>	110,451	5,052	(5,852)	104,599	95%
<i>Supplies and Materials</i>					
Office Supplies	136	-	-	136	100%
Concession Products	3,494	-	-	3,494	100%
Minor Supplies	2,036	342	-	2,036	83%
Chemicals	4,568	500	-	4,568	89%
Uniforms	1,197	-	-	1,197	100%
<i>Subtotal</i>	11,433	842	-	11,433	93%
<i>Services and Other Charges</i>					
Special Events	63	-	-	63	100%
Buildings & Grounds	572	-	-	572	100%
Utilities	11,450	170	-	11,450	99%
Information Technology	3,000	454	-	3,000	85%
Professional Services	-	92	-	-	0%
Equipment Maintenance	13,593	1,144	-	13,593	92%
Dues & Memberships	-	-	-	-	0%
Travel & Training	2,844	-	-	2,844	100%
Other	1,000	-	-	1,000	100%
<i>Subtotal</i>	32,522	1,860	-	32,522	94%
<i>Capital Outlay</i>	-	-	-	-	0%
TOTALS	154,406	7,754	(5,852)	148,554	95%

PARKS - FLEMING CENTER

AMENDMENT # 1 May 1, 2018

20

	<u>Adopted</u>	<u>Y-T-D Mar '18</u>	<u>Increase/ (decrease)</u>	<u>Amended 5-1-2018</u>	<u>% Re- Main.</u>
<i>Salaries and Benefits</i>					
Base Salaries	10,868	528	(10,340)	528	0%
Market Maint Adjustment	163	-	(163)	-	0%
Merit Increase	163	-	(163)	-	0%
Overtime	-	-	-	-	0%
Social Security	856	40	(816)	40	-1%
Municipal Retirement System	-	-	-	-	0%
Worker's Compensation	471	345	(126)	345	0%
Medical Insurance	-	-	-	-	0%
Unemployment Insurance	214	10	(204)	10	0%
Other	-	-	-	-	0%
<i>Subtotal</i>	<u>12,735</u>	<u>923</u>	<u>(11,812)</u>	<u>923</u>	<u>0%</u>
<i>Supplies and Materials</i>					
Office Supplies	151	-	-	151	100%
Printing	988	-	-	988	100%
Minor Supplies	1,890	1,176	-	1,890	38%
Uniforms	-	-	-	-	0%
<i>Subtotal</i>	<u>3,029</u>	<u>1,176</u>	<u>-</u>	<u>3,029</u>	<u>61%</u>
<i>Services and Other Charges</i>					
Buildings & Grounds *	1,800	362	8,000	9,800	96%
Professional Services	187	-	-	187	100%
Utilities	23,500	9,701	-	23,500	59%
Information Technology	1,500	1,324	1,000	2,500	47%
Equipment Maintenance	2,211	405	-	2,211	82%
Other	-	-	-	-	0%
<i>Subtotal</i>	<u>29,198</u>	<u>11,792</u>	<u>9,000</u>	<u>38,198</u>	<u>69%</u>
<i>Capital Outlay</i>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>0%</u>
TOTALS	<u><u>44,962</u></u>	<u><u>13,891</u></u>	<u><u>(2,812)</u></u>	<u><u>42,150</u></u>	<u><u>67%</u></u>

* Renovate vending area.

**NON-DEPARTMENTAL
AMENDMENT # 1 May 1, 2018**

01

	<u>Adopted</u>	<u>Y-T-D Mar '18</u>	<u>Increase/ (decrease)</u>	<u>Amended 5-1-2018</u>	<u>% Re- Main.</u>
<i>Services and Other Charges</i>					
Insurance:					
General Liability	24,608	-	-	24,608	100%
Automobile	12,551	-	-	12,551	100%
Mobile Equipment	1,647	-	-	1,647	100%
Property	18,460	-	-	18,460	100%
TOTALS	<u>57,266</u>	<u>-</u>	<u>-</u>	<u>57,266</u>	100%

UTILITY & COMMUNITY DEVELOPMENT FUNDS

Utility Fund Revenue

AMENDMENT # 1 May 1, 2018

<u>Water Supply and Wastewater Collection/Treatment</u>	<u>Adopted</u>	<u>Y-T-D Mar '18</u>	<u>Increase/ (decrease)</u>	<u>Amended 5-1-2018</u>	<u>% Re- main.</u>
Water Consumption	2,461,961	1,326,080	77,142	2,539,103	48%
Wastewater Collection	2,007,787	940,560	-	2,007,787	53%
Aqua WSC	9,210	8,710	3,500	12,710	31%
Bulk Water	589	237	-	589	60%
Travis MUD 14 - Wastewater	375,455	170,717	-	375,455	55%
Subtotal	4,855,002	2,446,303	80,642	4,935,644	50%
<u>Sanitation/ Collection- Recycling Service</u>					
Solid Waste & Recycling	1,011,643	485,564	(33,344)	978,299	50%
Subtotal	1,011,643	485,564	(33,344)	978,299	50%
<u>New Customer and Delinquent Penalties</u>					
Service Taps -Water	4,992	3,950	2,000	6,992	44%
Service Taps -Wastewater	2,475	2,150	1,500	3,975	46%
Meter Installation	10,625	31,850	35,000	45,625	30%
Transfer Fees	780	300	-	780	62%
Penalties	80,842	49,581	5,000	85,842	42%
Reconnect Fees	48,017	19,725	(8,000)	40,017	51%
Other	30,490	-	-	30,490	100%
Subtotal	178,221	107,556	35,500	213,721	50%
<u>Miscellaneous Revenue</u>					
Returned Checks	1,590	690	(200)	1,390	50%
Transfer In Debt Proceeds	66,519	66,519	-	66,519	0%
Interest Income	22,350	7,756	(7,000)	15,350	49%
Miscellaneous	14,728	4,978	(6,000)	8,728	43%
Credit Card Fees	-	2,328	5,000	5,000	53%
Internet Processing Fees	-	15,183	25,000	25,000	39%
Subtotal	105,187	97,454	16,800	121,987	20%
<u>Transfer - Cash Reserves</u>	68,160	-	(68,160)	-	0%
Total	6,218,213	3,136,877	31,438	6,249,651	50%

UTILITIES WATER TREATMENT

AMENDMENT # 1 May 1, 2018

23

	<u>Adopted</u>	<u>Y-T-D Mar '18</u>	<u>Increase/ (decrease)</u>	<u>Amended 5-1-2018</u>	<u>% Re- main.</u>
<i>Salaries and Benefits</i>					
Base Salaries	81,450	42,810	4,043	85,493	50%
Overtime	13,437	7,733	2,030	15,467	50%
Longevity Pay	1,350	1,350	-	1,350	0%
Standby Pay	4,108	2,054	-	4,108	50%
Social Security	7,737	4,125	-	7,737	47%
Municipal Retirement System	14,685	7,825	-	14,685	47%
Medical Insurance	14,326	6,171	(1,052)	13,274	54%
Workman's Compensation	5,755	4,208	3,000	8,755	52%
Unemployment Insurance	340	324	-	340	5%
<i>Subtotal</i>	143,188	76,600	8,021	151,209	49%
<i>Supplies and Materials</i>					
Office Supplies	717	116	-	717	84%
Safety Supplies	864	11	-	864	99%
Uniforms	919	417	-	919	55%
Chemicals	18,314	8,518	-	18,314	53%
Fuel	4,047	1,705	-	4,047	58%
<i>Subtotal</i>	24,861	10,768	-	24,861	57%
<i>Services and Other Charges</i>					
Buildings & Grounds	500	886	-	500	-77%
Pumps and Motors	20,313	872	-	20,313	96%
Well Maintenance	10,134	1,249	-	10,134	88%
Water Plant Maintenance	16,442	12,316	5,000	21,442	43%
Testing/Lab Fees	2,948	330	-	2,948	89%
Telemetry System	8,636	1,191	(500)	8,136	85%
Professional Services	2,727	823	-	2,727	70%
Utilities- Telephone	-	2,639	-	-	0%
Utilities- Electric	196,250	23,466	-	196,250	88%
Information Technology	4,800	1,083	-	4,800	77%
Dues & Memberships	128	-	-	128	100%
Travel & Training	679	28	-	679	96%
Lost Pines User Fee	68,160	17,040	-	68,160	75%
TCEQ Operating Fee	10,615	11,439	1,500	12,115	6%
Vehicle Maintenance	1,368	109	-	1,368	92%
<i>Subtotal</i>	343,698	73,471	6,000	349,700	79%
<i>Capital Outlay</i>	-	-	-	-	0%
TOTALS	511,747	160,839	14,021	525,770	69%

UTILITIES WATER DISTRIBUTION

AMENDMENT # 1 May 1, 2018

24

	<u>Adopted</u>	<u>Y-T-D Mar '18</u>	<u>Increase/ (decrease)</u>	<u>Amended 5-1-2018</u>	<u>% Re- main.</u>
<i>Salaries and Benefits</i>					
Base Salaries	212,151	108,046	5,841	217,992	50%
Overtime	15,726	8,066	-	15,726	49%
Social Security	19,136	9,602	(1,608)	17,528	45%
Municipal Retirement Sys.	36,320	18,716	(1,640)	34,680	46%
Worker's Compensation	14,289	10,376	5,000	19,289	46%
Medical Insurance	35,816	15,421	(2,637)	33,179	54%
Unemployment Insurance	851	809	-	851	5%
Longevity Pay	8,940	8,950	-	8,940	0%
Standby Pay	4,108	1,264	-	4,108	69%
Car Allowance	7,200	3,600	-	7,200	50%
<i>Subtotal</i>	354,537	184,850	4,956	359,493	49%
<i>Supplies and Materials</i>					
Office Supplies	816	27	-	816	97%
Minor Supplies	2,911	825	-	2,911	72%
Bedding Material	8,302	-	-	8,302	100%
Chemicals	602	-	-	602	100%
Fuel	21,113	3,600	-	21,113	83%
Uniforms	2,269	1,195	-	2,269	47%
<i>Subtotal</i>	36,013	5,647	-	36,013	84%
<i>Services and Other Charges</i>					
Buildings & Grounds	171	101	-	171	41%
Mains and Valves	27,653	7,725	-	27,653	72%
Hydrants and Valves	611	-	-	611	100%
Water Lines	38,956	8,732	-	38,956	78%
Equipment Maintenance	7,903	1,797	-	7,903	77%
Rentals	461	-	-	461	0%
Utilities- Telephone	2,700	4,209	-	2,700	-56%
Utilities- Electric	35,700	1,348	-	35,700	96%
Information Technology	7,900	2,778	-	7,900	65%
Dues & Memberships	500	-	-	500	0%
Travel & Training	747	910	-	747	-22%
Capital Equipment Lease	8,160	4,047	-	8,160	50%
Vehicle Maintenance	4,796	2,191	-	4,796	54%
Professional Services	-	2,683	2,683	2,683	0%
<i>Subtotal</i>	136,258	36,521	2,683	138,941	74%
<i>Capital Outlay</i>	-	-	-	-	0%
TOTALS	<u>526,808</u>	<u>227,018</u>	<u>7,639</u>	<u>534,447</u>	58%

UTILITIES WASTEWATER COLLECTION

AMENDMENT # 1 May 1, 2018

28

	<u>Adopted</u>	<u>Y-T-D Mar '18</u>	<u>Increase/ (decrease)</u>	<u>Amended 5-1-2018</u>	<u>% Re- main.</u>
<i>Salaries and Benefits</i>					
Base Salaries	62,698	32,752	3,487	66,185	51%
Overtime	5,000	3,411	1,800	6,800	50%
Social Security	4,829	2,840	(585)	4,244	33%
Municipal Retirement System	9,166	5,423	1,112	10,278	47%
Workman's Compensation	2,270	2,858	1,778	4,048	29%
Medical Insurance	14,326	6,251	(972)	13,354	53%
Unemployment Insurance	340	323	-	340	5%
Longevity Pay	430	255	(175)	255	0%
Standby Pay	4,108	790	(1,500)	2,608	70%
<i>Subtotal</i>	103,167	54,903	4,945	108,112	49%
<i>Supplies and Materials</i>					
Minor Supplies	596	553	-	596	7%
Chemicals	1,000	-	-	1,000	100%
Bedding Material	1,511	-	-	1,511	100%
Fuel	2,000	936	-	2,000	53%
Uniforms	1,000	466	-	1,000	53%
<i>Subtotal</i>	6,107	1,955	-	6,107	68%
<i>Services and Other Charges</i>					
Information Technology	3,600	1,969	-	3,600	45%
Utilities - Electricity	6,000	8,563	8,562	14,562	41%
Cap METRO Easement Fees	8,000	5,356	-	8,000	33%
Lift Stations and Pumps	26,580	11,510	-	26,580	57%
Manholes and Pipe	15,666	343	-	15,666	98%
Traffic Controls	1,010	-	-	1,010	100%
Dues & Memberships	200	-	-	200	100%
Travel & Training	1,000	190	-	1,000	81%
Vehicle Maintenance	1,088	577	-	1,088	47%
Legal Services	-	120	500	500	76%
<i>Subtotal</i>	63,144	28,628	9,062	72,206	60%
<i>Capital Outlay</i>	-	-	-	-	0%
TOTALS	172,418	85,487	14,007	186,425	54%

UTILITIES WASTEWATER TREATMENT

AMENDMENT # 1 May 1, 2018

26

	<u>Adopted</u>	<u>Y-T-D Mar '18</u>	<u>Increase/ (decrease)</u>	<u>Amended 5-1-2018</u>	<u>% Re- main.</u>
<i>Salaries and Benefits</i>					
Base Salaries	81,433	42,512	3,794	85,227	50%
Overtime	12,608	2,677	(4,931)	7,677	65%
Social Security	6,783	3,645	151	6,934	47%
Municipal Retirement System	12,874	6,900	228	13,102	47%
Workman's Compensation	3,169	3,286	1,638	4,807	32%
Medical Insurance	14,326	6,155	(1,068)	13,258	54%
Unemployment Insurance	340	324	-	340	5%
Longevity Pay	630	630	-	630	0%
Standby Pay	6,162	2,054	(1,108)	5,054	59%
<i>Subtotal</i>	138,325	68,183	(1,296)	137,029	50%
<i>Supplies and Materials</i>					
Office Supplies	477	187	-	477	61%
Minor Supplies (safety)	3,592	202	-	3,592	94%
Chemicals	87,332	37,188	-	87,332	57%
Fuel	1,487	949	-	1,487	36%
Uniforms	1,497	670	-	1,497	55%
<i>Subtotal</i>	94,385	39,195	-	94,385	58%
<i>Services and Other Charges</i>					
Buildings & Grounds	1,263	557	-	1,263	56%
Engineering	500	-	-	500	100%
Lift Stations and Pumps	9,527	-	-	9,527	100%
WW Plant Maintenance	39,374	2,026	-	39,374	95%
Testing/Lab Fees	15,000	3,653	-	15,000	76%
Sludge Removal -Contract	44,000	20,640	-	44,000	53%
Utilities- Telephone	14,725	18,604	13,000	27,725	33%
Utilities- Electric	60,000	30,584	-	60,000	49%
Utilities- Elm Creek Water	350	131	-	350	62%
Information Technology	5,000	1,969	-	5,000	61%
Dues & Memberships	327	111	-	327	66%
Travel & Training	2,000	235	-	2,000	88%
Equipment Maintenance	-	629	700	700	10%
Vehicle Maint	-	89	90	90	1%
Professional Services	-	952	1,000	1,000	5%
Legal Services	-	220	220	220	0%
<i>Subtotal</i>	192,065	80,400	15,010	206,855	61%
<i>Capital Outlay</i>	-	-	-	-	0%
TOTALS	424,776	187,777	13,714	438,270	57%

UTILITIES ADMINISTRATION- UTILITY BILLING

AMENDMENT # 1 May 1, 2018

22

	<u>Adopted</u>	<u>Y-T-D Mar '18</u>	<u>Increase/ (decrease)</u>	<u>Amended 5-1-2018</u>	<u>% Re- main.</u>
<i>Salaries and Benefits</i>					
Base Salaries	174,123	82,122	(3,391)	170,732	52%
Overtime	4,286	1,805	-	4,286	58%
Longevity Pay	810	700	(110)	700	0%
Standby Pay	1,896	711	-	1,896	63%
Social Security	13,931	6,452	(656)	13,275	51%
Municipal Retirement System	26,443	12,375	(1,202)	25,241	51%
Medical Insurance	35,816	11,979	-	35,816	67%
Workman's Compensation	4,143	8,652	6,600	10,743	19%
Unemployment Insurance	851	808	450	1,301	38%
Subtotal	262,299	125,605	1,691	263,990	52%
<i>Supplies and Materials</i>					
Minor Supplies	2,563	1,044	-	2,563	59%
Office Supplies	3,985	1,548	-	3,985	61%
Postage	17,500	7,103	-	17,500	59%
Printing	224	410	-	224	-83%
Uniforms	1,823	562	-	1,823	69%
Fuel	3,932	1,710	-	3,932	57%
Subtotal	30,026	12,377	-	30,026	59%
<i>Services and Other Charges</i>					
Solid Waste Collection Svcs	765,822	312,747	(40,558)	725,264	57%
Meters & Boxes	65,000	65,724	-	65,000	-1%
Buildings & Grounds	762	96	-	762	87%
Billing Services	13,084	4,754	-	13,084	64%
Collection Expenses	500	-	-	500	0%
CC Machine and Fees	24,223	16,275	-	24,223	33%
Equipment Maintenance	500	455	-	500	9%
Information Technology	23,859	8,367	-	23,859	65%
Utilities- Electric	-	2,723	-	-	0%
Contract Services	9,000	5,067	-	9,000	44%
Utilities- Telephone	-	3,759	-	-	0%
Utilities - Natural Gas	11,400	45	-	11,400	100%
Dues & Memberships	1,000	-	-	1,000	100%
Travel & Training	4,167	1,118	-	4,167	73%
Operating Transfers Out	1,121,029	-	-	1,121,029	100%
Vehicle Maintenance	2,022	1,749	-	2,022	14%
Miscellaneous	91	172	-	91	-89%
Subtotal	2,042,459	423,050	(40,558)	2,001,901	79%
<i>Capital Outlay</i>					
	-	-	-	-	0%
Total	2,334,784	561,032	(38,867)	2,295,917	76%

UTILITY FUND -Debt Service
AMENDMENT # 1 May 1, 2018

27

		<u>Y-T-D</u>	<u>Increase/</u>	<u>Amended</u>	
		<u>Mar '18</u>	<u>(decrease)</u>	<u>5-1-2018</u>	<u>% Re-</u>
<u>DEBT OBLIGATIONS</u>	<u>Adopted</u>				<u>main.</u>
<i>Series 2008</i>					
RDA II - Principal	37,000	37,000	-	37,000	0%
RDA II - Interest	100,435	49,160	-	100,435	51%
RDA II - Pay Agent	750	750	-	750	0%
<i>Series 2009</i>					
RDA II - Principal	11,000	11,000	-	11,000	0%
RDA II - Interest	26,220	13,267	-	26,220	49%
RDA II - Pay Agent	750	2,100	1,350	2,100	0%
<i>Series 2011</i>					
WW - CO - Principal	280,000		-	280,000	100%
WW - CO - Interest	262,273	131,136	-	262,273	50%
CO"s Paying Agent	-	-	-	-	0%
<i>Series 2013</i>					
WW Comb T/R Co - Principal	42,098		-	42,098	100%
WW Comb T/R Co - Interest	34,108	17,054	-	34,108	50%
WW Ltd Ref Bond - Principal	97,753		-	97,753	100%
WW Ltd Ref Bond - Interest	10,313	5,156	-	10,313	50%
<i>Series 2015</i>					
Refunding Of CO Principal	115,000		-	115,000	100%
Refunding Of CO Interest	119,025	59,513	-	119,025	50%
Refunding Of CO Pay Agent	400	400	-	400	0%
<i>Series 2016</i>					
CO Tax & Revenue-Principal	325,000		-	325,000	100%
CO Tax & Revenue-Interest	346,400	173,400	-	346,400	50%
Bond Issue Costs	-	-	-	-	0%
Miscellaneous	-	-	-	-	0%
<i>Subtotal</i>	<u>1,808,525</u>	<u>499,936</u>	<u>1,350</u>	<u>1,809,875</u>	<u>72%</u>
<u>Capital Leases</u>					
Southside Bank - Principal	7,056	3,544	-	7,056	50%
Southside Bank - Interest	<u>591</u>	<u>279</u>	<u>-</u>	<u>591</u>	<u>53%</u>
<i>Subtotal</i>	<u>7,647</u>	<u>3,823</u>	<u>-</u>	<u>7,647</u>	<u>0%</u>
<u>TRANSFER - FUND BALANCE</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>0%</u>
TOTALS	<u><u>1,816,172</u></u>	<u><u>503,759</u></u>	<u><u>1,350</u></u>	<u><u>1,817,522</u></u>	<u><u>0%</u></u>

PLANNING AND DEVELOPMENT
AMENDMENT # 1 May 1, 2018

		Y-T-D	Increase/	Amended	21 % Re-
	<u>Adopted</u>	<u>Mar '18</u>	<u>(decrease)</u>	<u>5-1-2018</u>	<u>main.</u>
<i>Salaries and Benefits</i>					
Base Salaries	100,906	51,509	3,245	104,151	51%
Overtime	1,352	1,218	2,000	3,352	64%
Social Security	8,505	4,518	344	8,849	49%
Municipal Retirement System	16,143	8,576	599	16,742	49%
Workman's Compensation	491	2,180	1,981	2,472	12%
Medical Insurance	14,326	6,215	(1,008)	13,318	53%
Unemployment Insurance	340	324	(16)	324	0%
Longevity Pay	3,070	3,070	-	3,070	0%
Car Allowance	7,200	3,600	-	7,200	50%
Other	-	-	-	-	0%
<i>Subtotal</i>	152,333	81,212	7,145	159,478	49%
<i>Supplies and Materials</i>					
Office Supplies	3,419	721	-	3,419	79%
Postage	4,000	1,821	-	4,000	54%
Minor Supplies	590	115	-	590	81%
Printing	<u>1,440</u>	<u>719</u>	-	<u>1,440</u>	50%
<i>Subtotal</i>	9,449	3,376	-	9,449	64%
<i>Services and Other Charges</i>					
Buildings & Grounds	5,100	5,013	-	5,100	2%
Professional Services	80,000	41,574	-	80,000	48%
Information Technology	9,200	3,089	-	9,200	66%
Engineering	3,000	-	-	3,000	100%
Filing Fees	3,000	-	-	3,000	100%
Utilities- Telephone	5,400	2,766	-	5,400	49%
Utilities- Electric	2,700	1,089	-	2,700	60%
Utilities- Gas	725	496	-	725	32%
Dues & Memberships	665	766	101	766	0%
Travel & Training	599	1,051	452	1,051	0%
Legal Services	-	3,184	5,000	5,000	0%
Other	-	-	-	-	0%
<i>Subtotal</i>	110,389	59,027	5,553	115,942	49%
<i>Capital Outlay</i>	-	-	-	-	0%
TOTALS	<u>272,171</u>	<u>143,615</u>	<u>12,698</u>	<u>284,869</u>	50%

CODE ENFORCEMENT
AMENDMENT # 1 May 1, 2018

12

	<u>Adopted</u>	<u>Y-T-D Mar '18</u>	<u>Increase/ (decrease)</u>	<u>Amended 5-1-2018</u>	<u>% Re- main.</u>
<i>Salaries and Benefits</i>					
Base Salaries	72,112	36,466	1,665	73,777	51%
Overtime	3,302	1,953	-	3,302	41%
Social Security	5,550	2,964	287	5,837	49%
Municipal Retirement System	10,535	5,633	516	11,051	49%
Workman's Compensation	718	3,950	4,668	5,386	27%
Medical Insurance	14,326	6,275	-	14,326	56%
Unemployment Insurance	340	323	-	340	5%
Longevity Pay	440	400	(40)	400	0%
<i>Subtotal</i>	107,324	57,963	7,096	114,420	49%
 <i>Supplies and Materials</i>					
Office Supplies	500	157	-	500	69%
Printing	244	-	-	244	100%
Fuel	2,673	205	-	2,673	92%
Tools	350	-	-	350	100%
Uniforms	880	203	-	880	77%
<i>Subtotal</i>	4,647	565	-	4,647	88%
 <i>Services and Other Charges</i>					
Code Violation Abatements	23,987	1,881	-	23,987	92%
Filing Fees	2,500	-	-	2,500	100%
Plan Review Fees	3,000	-	-	3,000	100%
Utilities	2,264	1,103	-	2,264	51%
Information Technology	9,775	1,823	-	9,775	81%
Dues & Memberships	1,000	-	-	1,000	0%
Travel & Training	2,643	987	-	2,643	63%
Vehicle Maintenance	2,196	21	-	2,196	99%
Other	-	-	-	-	0%
<i>Subtotal</i>	47,364	5,816	-	47,364	88%
 <i>Capital Outlay</i>	-	-	-	-	0%
 TOTALS	<u>159,335</u>	<u>64,343</u>	<u>7,096</u>	<u>166,431</u>	61%

SPECIAL REVENUE FUNDS

NON-DEPARTMENTAL -Debt Service
AMENDMENT # 1 May 1, 2018

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<u>DEBT REVENUE</u>	<u>Adopted</u>	<u>Y-T-D Mar '18</u>	<u>Increase/ (decrease)</u>	<u>Amended 5-1-2018</u>	<u>% Re- main.</u>
Current Taxes	1,067,843	986,752	13,616	1,081,459	9%
Delinquent Taxes	199,764	144,226	(10,000)	189,764	24%
Prior Year Delinquent Taxes	-	11,371	15,000	15,000	24%
Penalty & Interest	19,097	6,167	-	19,097	68%
Interest Income	126	73	-	126	42%
<i>Subtotal</i>	1,286,830	1,148,588	18,616	1,305,446	12%
TOTALS	1,286,830	1,148,588	18,616	1,305,446	12%

<u>DEBT OBLIGATIONS</u>	<u>Adopted</u>	<u>Y-T-D Mar '18</u>	<u>Increase/ (decrease)</u>	<u>Amended 5-1-2018</u>	<u>% Re- main.</u>
<u>Series 2007</u>					
T/R Co - Principal	95,000	-	-	95,000	100%
T/R Co - Interest	50,841	25,421	-	50,841	50%
T/R Co - Pay Agent	425	-	-	425	100%
<u>Series 2009</u>					
T/R Co - Principal	65,000	-	-	65,000	100%
T/R Co - Interest	44,411	22,206	-	44,411	50%
T/R Co - Pay Agent	1,000	-	-	1,000	100%
<u>Series 2011</u>					
GO - CO - Principal	40,000	-	-	40,000	100%
GO - CO - Interest	37,648	18,734	-	37,648	50%
CO's Paying Agent	300	-	-	300	100%
<u>Series 2013</u>					
GO Comb T/R Co - Principal	77,903	-	-	77,903	100%
GO Comb T/R Co - Interest	63,117	31,559	-	63,117	50%
Paying Agent	600	-	-	600	100%
Refunding Interest	21,337	10,669	-	21,337	50%
Principal Limit Ref Bond	202,247	-	-	202,247	100%
<u>Series 2015</u>					
Principal	220,000	-	-	220,000	100%
Interest	204,350	102,175	-	204,350	50%
Paying Agent	400	400	-	400	0%
<i>Subtotal</i>	1,124,579	211,162	-	1,124,579	81%

OTHER NOTES/Loans

Southside Bank - Principal	87,305	43,837	-	87,305	50%
Southside Bank - Interest	6,842	3,237	-	6,842	53%
<i>Subtotal</i>	94,147	47,073	-	94,147	50%
TOTALS	1,218,726	258,235	-	1,218,726	79%
FUND BALANCE	68,104			86,720	100%

**RED LIGHT CAMERA FUND
AMENDMENT # 1 May 1, 2018**

					72
<u>REVENUE</u>	<u>Adopted</u>	<u>Y-T-D Mar '18</u>	<u>Increase/ (decrease)</u>	<u>Amended 5-1-2018</u>	<u>% Re- main.</u>
Fines	795,895	255,447	(257,788)	538,107	53%
Interest Income	2,680	4,881	3,696	6,376	23%
<i>Subtotal</i>	798,575	260,328	(254,092)	544,483	52%
TOTALS	798,575	260,328	(254,092)	544,483	52%
<u>EXPENDITURES</u>					
<i>Services and Other Charges</i>					
Signal Equipment Costs	-	34,865	197,630	197,630	82%
Collection Fees	44,946	15,665	(2,363)	42,583	63%
Signal Op Exp.(refunds)	12,706	897	(10,554)	2,152	58%
State Red Light Trauma	354,763	285,499	(69,264)	285,499	0%
<i>Subtotal</i>	412,415	336,925	115,449	527,864	36%
 <i>EPD Capital Equipment</i>					
Equipment	228,000	-	(197,630)	30,370	100%
Vehicles	-	-	-	-	0%
Miscellaneous	-	-	-	-	0%
<i>Subtotal</i>	228,000	-	(197,630)	30,370	100%
<i>Transfer Out</i>	158,160	-	-	158,160	100%
TOTALS	798,575	336,925	(82,181)	716,394	53%
 <u>FUND BALANCE</u>	 <u>-</u>			<u>(171,911)</u>	

HOTEL-MOTEL TAX FUND

AMENDMENT # 1 May 1, 2018

	<u>Adopted</u>	<u>Y-T-D Mar '18</u>	<u>Increase/ (decrease)</u>	<u>Amended 5-1-2018</u>	<u>04 main</u>
<u>REVENUE</u>					
<i>Taxes</i>					
Tax Collections	113,279	21,548	-	113,279	81%
Interest Income	-	-	-	-	0%
Other	-	-	-	-	0%
<i>Subtotal</i>	<u>113,279</u>	<u>21,548</u>	<u>-</u>	<u>113,279</u>	81%
TOTALS	<u>113,279</u>	<u>21,548</u>	<u>-</u>	<u>113,279</u>	81%
<u>EXPENDITURES</u>					
<i>Community Support</i>					
Elgin Chamber of Commerce	50,000	-	-	50,000	100%
Elgin Historical Association	6,000	6,000	-	6,000	0%
Miscellaneous	-	-	-	-	0%
<i>Subtotal</i>	<u>56,000</u>	<u>6,000</u>	<u>-</u>	<u>56,000</u>	89%
<i>Community Projects</i>					
Union Depot	5,000	43	-	5,000	99%
Holiday Lights	5,000	3,068	-	5,000	39%
Nofsinger House	5,000	4,013	-	5,000	20%
Freight Depot	6,500	3,172	-	6,500	51%
<i>Miscellaneous</i>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	0%
<i>Subtotal</i>	<u>21,500</u>	<u>10,297</u>	<u>-</u>	<u>21,500</u>	52%
TOTALS	<u>77,500</u>	<u>16,297</u>	<u>-</u>	<u>77,500</u>	79%
MEMO-FUND BALANCE	<u>35,779</u>			<u>35,779</u>	

ELGIN MAIN STREET BOARD

AMENDMENT # 1 May 1, 2018

<u>REVENUE</u>	<u>Adopted</u>	<u>Y-T-D Mar '18</u>	<u>Increase/ (decrease)</u>	<u>Amended 5-1-2018</u>	<u>19 % Re- main.</u>
Hogeye Festival	49,714	30,870	-	49,714	38%
Fundraising	440	473	60	500	5%
Downtown 78621	33	-	-	33	100%
<i>Subtotal</i>	<u>50,187</u>	<u>31,343</u>	<u>60</u>	<u>50,247</u>	
Shared advertising	1,237	-	-	1,237	100%
Interest Income	-	-	-	-	0%
Miscellaneous	-	996	996	996	0%
Special Events	-	-	-	-	0%
<i>Subtotal</i>	<u>1,237</u>	<u>996</u>	<u>996</u>	<u>2,233</u>	55%
<u>FUND BALANCE</u>	<u>7,932</u>	<u>-</u>	<u>(7,932)</u>	<u>-</u>	0%
TOTALS	<u><u>59,356</u></u>	<u><u>32,339</u></u>	<u><u>(6,876)</u></u>	<u><u>52,480</u></u>	38%
<u>EXPENDITURES</u>					
<i>Supplies and Materials</i>					
Office Supplies	229	-	-	229	100%
Printing	-	-	-	-	0%
<i>Subtotal</i>	<u>229</u>	<u>-</u>	<u>-</u>	<u>229</u>	100%
<i>Services and Other Charges</i>					
Promo Tourism	8,247	4,237	-	8,247	49%
Downtown Improvements	5,270	1,600	-	5,270	70%
Fundraising	500	-	-	500	0%
Dues Subs. & Publishing	243	42	-	243	83%
Travel Training	1,961	355	-	1,961	82%
Design Committee	4,540	818	-	4,540	82%
Business Dev. Comm.	5,650	1,205	-	5,650	79%
Downtown 78621	-	-	-	-	0%
Main Street Incentives	-	-	-	-	0%
Hogeye Festival	32,216	30,887	4,500	36,716	16%
Holiday Christmas	500	-	-	500	100%
<i>Subtotal</i>	<u>59,127</u>	<u>39,145</u>	<u>4,500</u>	<u>63,627</u>	38%
<i>Operating Transfers Out</i>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
TOTALS	<u><u>59,356</u></u>	<u><u>39,145</u></u>	<u><u>4,500</u></u>	<u><u>63,856</u></u>	
<u>FUND BALANCE</u>	<u><u>-</u></u>			<u><u>(11,376)</u></u>	

**CABLE FRANCHISE SUBSCRIBER FEE
AMENDMENT # 1 May 1, 2018**

	<u>Adopted</u>	<u>Y-T-D Mar '18</u>	<u>Increase/ (decrease)</u>	<u>Amended 5-1-2018</u>	<u>70 % Re- main.</u>
<u>REVENUE</u>					
<i>Miscellaneous</i>					
Cable Franchise - Ch 10	15,650	5,725	-	15,650	63%
Law Enforcement Ed.	1,370	1,784	-	1,370	-30%
Other	-	-	-	-	0%
<i>Subtotal</i>	17,020	7,509		17,020	56%
TOTALS	17,020	7,509	-	17,020	56%
<u>EXPENDITURES</u>					
<i>Services and Other Charges</i>					
Law Enforcement Education	1,800	-	-	1,800	100%
Refunds	-	-	-	-	0%
Miscellaneous	-	-	-	-	0%
<i>Subtotal</i>	1,800	-	-	1,800	100%
TOTALS	1,800	-	-	1,800	100%
MEMO-FUND BALANCE	15,220			15,220	

COURT TECHNOLOGY & SECURITY FUNDS

AMENDMENT # 1 May 1, 2018

07

	<u>Adopted</u>	<u>Y-T-D Mar '18</u>	<u>Increase/ (decrease)</u>	<u>Amended 5-1-2018</u>	<u>% Re- main.</u>
REVENUE					
<i>Court Fees and Charges</i>					
Child Safety Fees	500	538	500	1,000	46%
Arrest Fees	100	-	-	100	100%
Interest Income	140	302	500	640	53%
Court Security	4,764	3,210	1,500	6,264	49%
Court Technology	6,851	2,331	(1,500)	5,351	56%
<i>Subtotal</i>	12,355	6,381	1,000	13,355	52%
TOTALS	<u>12,355</u>	<u>6,381</u>	<u>1,000</u>	<u>13,355</u>	52%
EXPENDITURES					
<i>Salaries and Benefits</i>					
<i>Court Security</i>					
Base Salaries	-	-	7,009	7,009	100%
Social Security	-	-	540	540	100%
Worker's Compensation	-	-	269	269	100%
Unemploy. Insurance	-	-	180	180	100%
<i>Subtotal</i>	-	-	7,998	7,998	100%
<i>Services and Other Charges</i>					
Court Security	5,000	-	(5,000)	-	0%
Surveillance Cameras (2)	-	1,000	1,000	1,000	0%
Panic Button	-	-	500	500	100%
AXON Camera and Taser	-	2,337	2,761	2,762	15%
<i>Subtotal</i>	5,000	3,337	(739)	4,262	22%
Court Technology	5,000	-	(5,000)	-	0%
TV/DVD Court Lobby	-	1,500	2,000	2,000	25%
EPD Ticket Writers	-	-	8,110	8,110	100%
LT Systems Maint. Con.	-	-	2,000	2,000	100%
<i>Subtotal</i>	5,000	1,500	7,110	12,110	88%
TOTALS	<u>10,000</u>	<u>4,837</u>	<u>14,369</u>	<u>24,370</u>	80%

MEMO ENTRY:

<u>FUND BALANCE</u>	<u>Beginning</u>		<u>Change</u>	<u>Ending</u>
<i>Court Security</i>	32,064	-	(7,496)	24,568
<i>Court Technolgy</i>	6,357	-	(5,259)	1,098
<i>Subtotal</i>	38,420	-	(12,755)	25,665

WATER IMPACT FEES

AMENDMENT # 1 May 1, 2018

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	<u>Adopted</u>	<u>Y-T-D Mar '18</u>	<u>Increase/ (decrease)</u>	<u>Amended 5-1-2018</u>	<u>% Re- main.</u>
<u>REVENUE</u>					
Impact Fees	163,383	74,600	-	163,383	54%
Interest Income	-	868	1,000	1,000	13%
Other	-	-	-	-	0%
<i>Subtotal</i>	<u>163,383</u>	<u>75,468</u>	<u>1,000</u>	<u>164,383</u>	54%
<i>Transfer In</i>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	0%
TOTALS	<u><u>163,383</u></u>	<u><u>75,468</u></u>	<u><u>1,000</u></u>	<u><u>164,383</u></u>	54%
<u>EXPENDITURES</u>					
<i>Services and Other Charges</i>					
Engineering	5,000	-	-	5,000	100%
Miscellaneous	-	-	1,000	1,000	100%
<i>Subtotal</i>	<u>5,000</u>	<u>-</u>	<u>1,000</u>	<u>6,000</u>	
<i>Capital Outlay</i>					
Main Street Alley Project	25,000	-	-	25,000	100%
Water Lines/Upgrades	100,000	-	-	100,000	100%
Other	-	-	-	-	0%
<i>Subtotal</i>	<u>125,000</u>	<u>-</u>	<u>-</u>	<u>125,000</u>	100%
TOTALS	<u><u>130,000</u></u>	<u><u>-</u></u>	<u><u>1,000</u></u>	<u><u>131,000</u></u>	100%
FUND BALANCE	<u><u>33,383</u></u>			<u><u>33,383</u></u>	

SEWER IMPACT FEES

AMENDMENT # 1 May 1, 2018

<u>REVENUE</u>	<u>Adopted</u>	<u>Y-T-D Mar '18</u>	<u>Increase/ (decrease)</u>	<u>Amended 5-1-2018</u>	12 <u>% Re- main.</u>
<i>Fees</i>					
Impact Fees	109,348	64,200	-	109,348	41%
Interest Income	532	485	900	1,432	66%
Other	-	-	-	-	0%
<i>Subtotal</i>	<u>109,879</u>	<u>64,685</u>	<u>900</u>	<u>110,779</u>	42%
<i>Transfer In</i>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	0%
TOTALS	<u><u>109,879</u></u>	<u><u>64,685</u></u>	<u><u>900</u></u>	<u><u>109,879</u></u>	41%
<u>EXPENDITURES</u>					
<i>Services and Other Charges</i>					
Engineering	-	-	-	-	0%
Miscellaneous	-	-	-	-	0%
<i>Subtotal</i>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	0%
<i>Capital Outlay</i>					
Sewer Line Extension	100,000	-	-	100,000	100%
Other	-	-	-	-	0%
<i>Subtotal</i>	<u>100,000</u>	<u>-</u>	<u>-</u>	<u>100,000</u>	100%
<i>Transfer- Utility Fund</i>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	0%
TOTALS	<u><u>100,000</u></u>	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>100,000</u></u>	100%
<u>FUND BALANCE</u>	<u><u>9,879</u></u>			<u><u>9,879</u></u>	

ECONOMIC DEVELOPMENT CORPORATION

EEDC OPERATIONS AND DEBT SERVICE FUND

AMENDMENT # 1 May 1, 2018

		Y-T-D	Increase/	Amended	18 % Re-
<u>REVENUE</u>	<u>Adopted</u>	<u>Mar '18</u>	<u>(decrease)</u>	<u>5-1-2018</u>	<u>Main.</u>
Sales Tax	647,000	349,772	45,290	692,290	49%
Interest Income	-	2,693	1,500	1,500	-80%
Lease Revenue	100	-	(100)	-	0%
Total	647,100	352,465	46,690	693,790	49%

EXPENDITURES

Salaries and Benefits

Salary	138,413	59,747	(15,330)	123,083	51%
Performance Bond	5,000	5,000	-	5,000	0%
Longevity	250	115	(135)	115	0%
Overtime	-	147	256	256	0%
Social Security	11,195	4,950	(1,347)	9,848	50%
Retirement	20,517	9,946	-	20,517	52%
Group Insurance	12,587	3,309	(2,174)	10,413	68%
Workers Comp	623	1,598	975	1,598	0%
Unemployment	342	231	-	342	32%
Car Allowance	<u>7,200</u>	<u>3,592</u>	-	<u>7,200</u>	50%
Subtotal	196,128	88,636	(17,755)	178,373	50%

Supplies and Materials

Supplies	1,000	55	-	1,000	95%
Postage	400	-	-	400	100%
Printing Publishing	<u>2,000</u>	<u>581</u>	-	<u>2,000</u>	71%
Subtotal	3,400	636	-	3,400	81%

Services and Other Charges

Marketing/ Advertising	40,000	10,155	-	40,000	75%
Consulting Services	65,000	2,179	-	65,000	97%
Business Assistance	230,345	25,000	-	230,345	89%
Business Park Maint.	1,500	-	-	1,500	100%
Telephone	7,800	3,493	-	7,800	55%
Electric	2,700	80	-	2,700	97%
It/Software	7,800	1,901	-	7,800	76%
Eng. & Consultant Serv.	10,000	31,527	-	10,000	-215%
Legal Serv.	2,000	4,238	2,000	4,000	-6%
Travel Training	8,000	1,287	-	8,000	84%
Land Acquisition	-	200	200	200	0%
Memberships	5,000	4,831	-	5,000	3%
Employee Bond	250	-	(250)	-	0%
Elgin Local Food Proj.	1	-	(1)	(0)	100%
Subtotal	380,396	84,892	1,949	382,345	78%

AMENDMENT # 1 May 1, 2018

	<u>Adopted</u>	<u>Y-T-D Mar '18</u>	<u>Increase/ (decrease)</u>	<u>Amended 5-1-2018</u>	<u>18 % Re- Main.</u>
<i>Debt Service</i>					
2007 Ref Bond Principal	50,000	-	-	50,000	100%
2008 Ref Bond Interest	16,926	8,463	-	16,926	50%
2007 Ref Bond Pay Agent	<u>250</u>	<u>-</u>	<u>-</u>	<u>250</u>	100%
<i>Subtotal</i>	67,176	8,463	-	67,176	87%
Total Fund Expenditures	647,100	182,627	(15,805)	631,295	71%
Surplus/(Deficit)	-	169,838	62,495	62,495	

**TAX INCREMENT
RE-INVESTMENT ZONE**

**TAX INCREMENT REINVESTMENT ZONE
AMENDMENT # 1 May 1, 2018**

					31
<u>REVENUE</u>	<u>Adopted</u>	<u>Y-T-D Mar '18</u>	<u>Increase/ (decrease)</u>	<u>Amended 5-1-2018</u>	<u>% Re- main.</u>
<i>Taxes</i>					
City of Elgin	104,097	-	47,995	152,092	100%
Bastrop County	74,023	-	7,355	81,378	100%
Interest Income	1,832	897	-	1,832	51%
Other	-	-	-	-	0%
<i>Subtotal</i>	<u>179,952</u>	<u>897</u>	<u>55,350</u>	<u>235,302</u>	100%
<i>Transfer In</i>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	0%
TOTALS	<u><u>179,952</u></u>	<u><u>897</u></u>	<u><u>55,350</u></u>	<u><u>235,302</u></u>	100%
<u>EXPENDITURES</u>					
<i>Services and Other Charges</i>					
Legal Services	-	-	-	-	0%
Engineering	-	-	-	-	0%
Miscellaneous	-	-	-	-	0%
<i>Subtotal</i>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	0%
<i>Debt Service</i>					
Principal	114,300	-	(114,300)	-	0%
Interest	-	-	-	-	0%
<i>Subtotal</i>	<u>114,300</u>	<u>-</u>	<u>(114,300)</u>	<u>-</u>	0%
<i>Transfer- Out (Cap Imp.)</i>	<u>-</u>	<u>-</u>	<u>235,302</u>	<u>-</u>	100%
TOTALS	<u><u>114,300</u></u>	<u><u>-</u></u>	<u><u>121,002</u></u>	<u><u>235,302</u></u>	100%
<u>FUND BALANCE</u>	<u><u>65,652</u></u>			<u><u>-</u></u>	

Memo

To: Thomas Mattis, City Manager
From: Charles Cunningham, Director of Finance
Date: April 26, 2018
Re: Amendment #1 FY 2017-18 Operating Budget

As you are aware, amending the budget allows staff the opportunity to propose changes in expenditure appropriations to the City Council mid-year, given experience year-to-date in collection of revenue and payment of actual bills. Administration of the budget is a dynamic process subject to a variety of variables that either prove out assumptions made in the preparation process or reveal any errors or miscalculations that may have been made in compiling the initial adopted version of the budget.

In preparing the first of at least two amendments that will be proposed this year, a careful analysis was made of each line item for both revenue and expenses to determine what adjustments if any, needed to be made to more accurately reflect expectations of results at the end of the year. Based on this analysis using historical precedence as well as tools designed to improve precision in forecasting, certain adjustments were made and are reflected in the Ordinance to be presented to the Council.

While discussion of all the changes made would not be practical, a summary of the most notable adjustments is provided for each fund as follows:

General Fund- Total revenue and expenses are proposed to increase by \$169,462 over the original adopted budget. On the revenue side, receipts from property taxes were increased based on an updated certified tax roll and more precise calculation of a breakdown between taxes for O&M, Debt and the TIRZ. Estimation of sales tax receipts were reduced (\$54,900), and municipal court fines by (\$118,454) based on collections to-date. Although there were considerable adjustments made to individual line items regarding “Franchise Fees”, the net change was adding \$15,592 in additional revenue.

On the expenditure side, a new model was employed to calculate salary and benefit costs that resulted in multiple adjustments for every line item for most all divisions and sections. The net reduction for all departments was (\$32,735), despite the fact that Police Operations increased by \$67,453. The increase for Police Operations was due to projection of full employment of all authorized positions by the end of this month to the end of the fiscal year. An upward adjustment was also made to overtime that covers year-to-date costs plus reasonable assumptions of needs for coverage for special events, vacation, sick leave, etc.

In 2016-17 the City entered into an Agreement with Enterprise Inc. to lease 5 Police vehicles beginning in January of 2018. Budgeting for this expense was originally recorded in the Red Light Camera Fund. In the final adopted budget, this expense was deleted from the Camera

Fund but was not included in the Police Operations Budget. As a result, this expense which totals \$92,224 had to be added to adjustments for Police Operations and represents the most significant portion of the total increase in “Services and Other Charges” for the General Fund.

An adjustment to Materials and Supplies for the Public Works Dept. proposes the addition of \$10,000 for street repairs. A total of \$8,000 is proposed for an improvement to the pool area of the Fleming center that should result in increased concession sales this summer.

Accounting for all adjustments to revenue and expenditures for the General Fund, the fund remains balanced with the proposed amendments. It should be noted that potential savings in some line items were not taken at this point, these will be re-visited towards the end of the year and reflected in the final amendment.

Utility Fund- Net changes proposed for the Utility Fund amount to an additional \$31,439 for the fiscal year. Again, revenue has been balanced with expenditures, plus this fund is not expected to depend on a transfer from Cash Reserves (\$68,160) to cover expenses as was contemplated in the original adopted budget. Based on Year-to-date collection and in anticipation of a normal summer season, water revenue should be able to add approximately \$77,142 to the amount originally budgeted. Meter installation revenue and fees for internet processing are also exceeding expectations year-to-date and are expected to continue to do so.

Re-projection of salary and benefits costs across all Departments and Divisions in the fund were calculated to be slight higher by 2.58% or \$32,558. The only major reduction in Services and other charges is (\$40,558) in the amount paid to Republic under the re-negotiated contract for these services. Original estimates contemplated a 3% across-the-board increase for the year but residential fees stay the same for this year under the new Agreement and commercial rates increase for only 5 months of the current year.

Special Revenue Funds- Of the eight (8) Special Revenue Funds, significant changes in expenditures affect only three of them. An \$18,616 increase in anticipated revenue for the **Debt Service Fund** is based on property tax collections to date. This will however only add to the year’s surplus for this fund, as expenditures are fixed based on amortization schedules.

The “**Red Light Camera Fund**” was essentially re-cast in light a.) the reduction of actual revenue received to-date due to four of the “red lights” being out of service for approximately four months and b.) a change in recording certain expenditures, sources of funding and fund balance. I will be prepared to discuss this fund in whatever detail the Council feels is necessary.

The “**Main Street Board Fund**” reflects a request by the Board to use \$4,500 in reserve funds for banners associated with the Hogeye Festival to be held in October. This expense in addition to those budgeted would require an approximate (\$11,376) draw on existing reserve funds.

No other changes in Special Revenue Funds are proposed at this time.

Economic Development Corporation Fund- The amended budget for this fund has been discussed with the EDC Board at their last two meetings. Formal action to adopt these changes will be put on the agenda in the month of May.



Elgin City Council Meeting Agenda Item Executive Summary

ITEM: A RESOLUTION OF THE CITY OF ELGIN, TEXAS AUTHORIZING THE MAYOR AND CITY MANAGER TO DESIGNATE VACANT LAND AT 204 DEPOT STREET FOR CONSTRUCTION OF THE ELGIN LOCAL FOOD CENTER, CONTINGENT UPON FULL FUNDING BY OF CONSTRUCTION BY SEPTEMBER 30, 2019.

DEPARTMENT: Economic Development

PROPOSED ACTION: Approval of the Resolution designating land for building and development of the Elgin Local Food Center

BACKGROUND: This item is for formal preliminary authorization to utilize city-owned land located at Depot and Central next to the Police Station for construction of the Elgin Local Food Center (ELF) contingent on full funding of construction by September 30, 2019. The Elgin Economic Development Corporation, on April 13, 2018, unanimously approved a commitment of \$800,000 to construction of the ELF, subject to full funding being raised by September 30, 2019.

This Resolution will allow grant applications to be submitted and public fundraising to begin for the ELF project. The Council will have an opportunity to vote on the final funding arrangement when those details are determined and before construction begins. This is a collaborative partnership of the City with the EDC and the non-profit Texas Center for Local Food. Financial arrangements may take various forms including shared equity, long-term lease, or other partnership arrangement that is the best interest of the City.

BUDGET/FINANCIAL IMPACT:

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

RECOMMENDATION: Approval of the Resolution as presented designating land for building and development of the Elgin Local Food Center and additional direction to staff by Council, if any, regarding same.

ATTACHMENTS:

Resolution and site survey

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

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

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

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

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY OF ELGIN, TEXAS
AUTHORIZING THE MAYOR AND CITY MANAGER TO
DESIGNATE VACANT LAND AT 204 DEPOT STREET FOR
CONSTRUCTION OF THE ELGIN LOCAL FOOD CENTER,
CONTINGENT UPON FULL FUNDING OF CONSTRUCTION
BY SEPTEMBER 30, 2019.**

WHEREAS, the City of Elgin and the City of Elgin Economic Development Corporation (the “EDC”) are committed to working together to foster economic growth within the city and support the development of projects and services that best serve the interests of Elgin residents and property owners; and,

WHEREAS, the Elgin Economic Development Corporation voted unanimously on April 13, 2018 to commit up to \$800,000 toward construction of the Elgin Local Food Center, contingent on full funding by September 30, 2019; and

WHEREAS, partnering with the Texas Center for Local Food to build and operate the ELF aligns with the community's goals adopted in Elgin's comprehensive plan to support the agricultural heritage of the community; and

WHEREAS, the Elgin Local Food Center (ELF) leverages our existing public infrastructure and assets including Elgin ISD’s Farm to School Program and ACC Elgin Sustainable Agriculture and Entrepreneurship program; and

WHEREAS, the City of Elgin is the legal owner without encumbrance to the land described in Exhibit A as Lots 3-7 in Block 16.

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

Section 1. The above recitals are true and correct; and that the City Council does hereby designate the land located at 204 Depot St and described as Lots 4-9 in Block 16 plus the rear of Lot 3 in the Elgin City Limits as described in Exhibit A for construction of the Elgin Local Food Center.

Section 2. The City of Elgin, at a future date, will determine the structure of the land use terms and will work in partnership with the Elgin Economic Development Corporation and the Texas Center for Local Food.

Section 3. This commitment will expire if full funding for construction is not secured by September 30, 2019.

Section 4. This Resolution shall take effect immediately upon passage.

PASSED AND ADOPTED this 1st day of May, 2018

CHRIS CANNON, Mayor
City of Elgin, Texas

ATTEST:

AMELIA SANCHEZ, City Secretary



Elgin City Council Meeting Agenda Item Executive Summary

ITEM: A RESOLUTION OF THE CITY OF ELGIN, TEXAS AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH TRC ENGINEERS INC. FOR PROFESSIONAL ENGINEERING SERVICES RELATED TO PHASE 2 ROADWAY CONSTRUCTION FOR THE EXTENSION OF LEE DILDY BOULEVARD AND ROY RIVERS BOULEVARD AND MAKING CERTAIN FINDINGS RELATED THERETO

DEPARTMENT: City Manager/Public Works

PROPOSED ACTION: Approval of the Resolution authorizing an agreement with TRC Engineers Inc. for professional services related to the design of the roadway for extension of Lee Dildy Boulevard and Roy Rivers Boulevard.

BACKGROUND: The City previously created the Tax Increment Reinvestment Zone (TIRZ) No. 1 to support economic development through the funding of capital improvement and/or public infrastructure projects; and, in that regard, construction commenced on Phase 1 of the Lee Dildy Boulevard Project earlier this year. Consistent with the TIRZ Project Plan, the City is now desirous of moving forward with Phase 2 to include the construction of an extended Lee Dildy Boulevard and Roy Rivers Boulevard.

To that end, the City must first complete the design and engineering of said project; and staff is recommending the engagement of TRC Engineers Inc. at the total project cost of \$327,980.00 to complete this task.

BUDGET/FINANCIAL IMPACT:

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

RECOMMENDATION: Approval of the Resolution as presented authorizing the agreement with TRC Engineers Inc. for professional services and additional direction to staff by Council, if any, regarding same.

ATTACHMENTS:

Resolution
TRC Proposal

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

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

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY OF ELGIN, TEXAS AUTHORIZING
THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH TRC
ENGINEERS INC. FOR PROFESSIONAL ENGINEERING SERVICES
RELATED TO PHASE 2 ROADWAY CONSTRUCTION FOR THE
EXTENSION OF LEE DILDY BOULEVARD AND ROY RIVERS
BOULEVARD AND MAKING CERTAIN FINDINGS RELATED
THERE TO**

WHEREAS, the City of Elgin, Texas has created the Tax Increment Reinvestment Zone (TIRZ) to support economic development through the funding of capital improvement and/or public infrastructure projects; and

WHEREAS, the City is now desirous within moving forward with Phase 2 of the TIRZ Project Plan to include the construction of an extended Lee Dildy Boulevard and Roy Rivers Boulevard with appropriate road, drainage, and utility improvements; and

WHEREAS, the City has received a proposal from TRC Engineers Inc. for professional engineering services related to the design of roadway construction for the extended Lee Dildy Boulevard and Roy Rivers Boulevard.

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

Section 1. That the above recitals are true and correct; and the City Manager is authorized to execute an Agreement with TRC Engineers Inc. for professional engineering services in the total amount of \$327,980.00 related to roadway construction for the extended Lee Dildy Boulevard and Roy Rivers Boulevard, a copy of said Agreement being attached hereto and made part of this Resolution as if copied verbatim therein.

Section 2. Through the approval of this Resolution, the City Council does hereby acknowledge and agree that this item was not specifically included or approved within the *FY2017-18 City of Elgin Annual Operating Budget*; and that said budget will be amended at a future date to formally appropriate funds for this item. It is currently anticipated that said funding will initially come from Certificates of Obligation proceeds that will eventually be reimbursed by future Tax Increment Reinvestment Zone revenue.

Section 3. This Resolution shall take effect immediately upon passage.

PASSED AND ADOPTED this 1st day of May, 2018.

CHRIS CANNON, Mayor
City of Elgin, Texas

ATTEST:

AMELIA SANCHEZ, City Secretary



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

505 East Huntland Drive
Suite 250
Austin, TX 78752

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April 3, 2018

Mr. Thomas Mattis, City Manager
City of Elgin
310 N. Main Street
Elgin, Texas 78621

**Re: Lee Dildy and Roy Rivers Boulevard Extension Phase II
Roadway and Drainage Project
Engineering Services Contract**

Dear Mr. Mattis:

TRC Engineers, Inc. has prepared this Proposed Engineering Letter for professional engineering services for the proposed Lee Dildy and Roy Rivers Boulevard Extension which includes roadway and drainage improvements.

Phase II of the project consists of approximately 2,500 linear feet of a roadway extension. The proposed layout will extend Roy Rivers Road approximately 1,500 feet to the South property line of Elgin Business Park II. Lee Dildy Boulevard will be extended approximately 1,000 feet to the West property line of Elgin Business Park II. The work will consist of storm sewer design, street design, a drainage study, sidewalks and detention pond design. The services provided will include an Engineering Report to confirm drainage areas, provide storm sewer sizing and construction cost estimates. At the request of the City, TRC will provide a presentation to City Staff and City Council.

TRC Engineers, Inc. will perform the following Scope of Work:

Engineering Drainage Study Scope of Work:

1. Confirm drainage areas for the proposed boulevard and determine runoff flows based on the planned storm events (50 and 100 year).
2. Size storm sewer mains within the proposed boulevard based on the planned storm events (50 and 100 year).
3. Confirm areas where boulevard will carry the storm water runoff and areas where storm sewer will carry the runoff.

**CITY OF ELGIN
LEE DILDY AND ROY RIVERS BOULEVARD EXTENSION PHASE II
ROADWAY AND DRAINAGE PROJECT
ENGINEERING SCOPE OF WORK (4/3/2018)**

4. Size and design detention pond for 2, 10, 25 and 100 year storm events.
5. Complete a drainage study and make determinations about run-off discharge from proposed boulevard to proposed detention pond.
6. Provide Opinion of Probable Construction Costs for all proposed work.
7. Prepare maps and diagrams as needed.
8. Provide draft sets of the report to City Staff for review, followed by submittal of final report.
9. Provide City Council presentation.

Survey Scope of Work:

1. Acquire field topographical data for the design portions of the project on City's coordinate system (NAD 83 State Plane Coordinates, Texas Central Zone Grid and NAVD 88 Datum), to include:
 - a. Detailed survey including utility locates (as furnished by the specific utility provider) within City proposed right of way and Lot 5 Block C of Elgin Business Park II.

Geotechnical Scope of Work:

1. Geotechnical borings and geotechnical report and analysis, recommendations and conclusions for the proposed boulevard paving design.
2. A total of five (5) borings will be drilled and will extend a maximum of ten (10) feet below existing grades along the proposed alignment of the roadway extensions. One (1) bore will be drilled with a depth of fifteen (15) feet below the existing grade within the proposed detention pond location.
3. Staking of the six (6) boring locations and complete maximum of sixty-five (65) feet of geotechnical drilling.
4. Soils will be visually classified by the geotechnical engineer during the process of editing the boring logs and assigning the appropriate laboratory testing program.
5. Assigned laboratory testing may include testing for Atterberg limits, swell potential, moisture content, hand-penetrometer strength readings/measurements, unconfined compressive strength testing and shear testing.
6. The completed laboratory test results will be reviewed by the geotechnical engineer prior to data entry onto the geotechnical boring logs.

CITY OF ELGIN
LEE DILDY AND ROY RIVERS BOULEVARD EXTENSION PHASE II
ROADWAY AND DRAINAGE PROJECT
ENGINEERING SCOPE OF WORK (4/3/2018)

Electrical Scope of Work:

1. The electrical design includes photometric, electrical services and lighting power for the boulevard in conformance with the current construction on Lee Dildy and Roy Rivers Boulevard Phase I.
2. All correspondence with Oncor as needed.
3. Feasibility study for powering lights along the roadway extensions.

Landscape Work:

1. Landscape work will be per the original design of Phase I.

TDLR Scope of Work:

1. Submit applications and acquire acceptance and/or permits for:
 - a. Handicap Accessibility (ADA/TDLR)
2. The sidewalks will be designed for both sides of the boulevard with all applicable handicap ramps.

Engineering Scope of Work:

1. Prepare construction plans/specifications for the proposed project, including all details, consisting of:
 - a. Storm Sewer – 50 and 100 year design storm events contained within the right of way
 - b. Design of detention pond and pond outfall structure
 - c. Design of Boulevard
 - d. Sidewalks – both sides of the boulevard
 - e. Stormwater Pollution Prevention Plan
 - f. Signage and Striping
 - g. General Construction Notes
 - h. City of Elgin Standard Construction Details
2. Prepare traffic control plan for project extents.
3. Coordination with franchise utilities (gas, telephone, cable, etc.).
4. Attend public outreach meetings to discuss the proposed project (Maximum 2).

CITY OF ELGIN
LEE DILDY AND ROY RIVERS BOULEVARD EXTENSION PHASE II
ROADWAY AND DRAINAGE PROJECT
ENGINEERING SCOPE OF WORK (4/3/2018)

5. Organize and participate in construction pre-bid meeting and provide visual presentation, as needed.
6. Assist the City in bidding process including preparation of advertisement document, assist the City in the opening and tabulation of bids, prepare award recommendation letter and prepare construction contract documents.
7. Prepare conformed set of construction plans after the bid award.
8. TRC to lead pre-construction meeting, contractor correspondence, submittal review, pay request review, periodic site visits (monthly meetings – 9 maximum), final inspection preparation of contractor punch list, certificates of completion and record drawing preparation (3 sets of hard copies and one CD electronic copy).

Construction Inspection Scope of Work:

1. TRC will provide periodic construction inspection of the project assumed at three (3) times per week for nine (9) months after the start date of the project.
2. Daily, weekly, and monthly reports including photo logs will be provided to City staff for review.
3. Inspection of critical path items including but not limited to:
 - a. Rebar placement
 - b. Density tests (subgrade, base)
 - c. Concrete pouring
 - d. Utility coordination meetings

Assumptions:

As the basis for the preparation for this proposal and the associated cost of service, the following assumptions were made which, if found to be incorrect may result in additional compensation:

- The City will provide access agreements for access to all private properties (if necessary).
- The City will provide curb cuts or driveway locations to undeveloped properties (if applicable).
- Monthly progress meetings will be held during engineering design and construction.
- All proposed boulevard will be curb and gutter with median and constructed of “light duty” concrete.
- Sidewalks will be located on both sides of the boulevard with a minimum width of five (5) feet.

CITY OF ELGIN
LEE DILDY AND ROY RIVERS BOULEVARD EXTENSION PHASE II
ROADWAY AND DRAINAGE PROJECT
ENGINEERING SCOPE OF WORK (4/3/2018)

- TRC will coordinate with Texas One Call and the City of Elgin for all subsurface locations within the proposed project.
- Median design will be based upon conceptual plans.
- Street lighting will match current poles on Lee Dildy and Roy Rives Boulevard Phase I.
- Metering for street lighting will be to the City of Elgin. All accounts set up (if necessary) will be done by City of Elgin staff.

Exclusions:

The following items are specifically excluded from the scope of work:

- Design of improvements or relocations for gas lines, telephone lines or other franchise utilities.
- Design for water line and sanitary sewer improvements.
- Construction staking.
- Environmental or cultural review of project limits.
- Detailed title search or title policy.
- Attendance at or preparation for condemnation hearings.
- Easement or plat documents, landowner contact or easement negotiations.
- Traffic Impact Analysis.
- Archaeological surveys (if applicable).
- Endangered species mitigations plans/cost (if applicable).
- Detailed ESA compliance documentation for a NWP 14 PCN submittal package.
- Clean Water Act Section 401 compliance.
- Species-specific threatened and endangered survey.
- Clean Water Act Section 404 individual permit.
- Design of bank stabilization (if applicable).
- Trenching equipment needed for THC field survey (if applicable). It is assumed the City of Elgin forces will provide and operate the equipment.
- Permitting fees related to electrical, irrigation or stormwater services.

Compensation for Services:

The cost to provide the engineering services will be invoiced as a lump sum project, as follows:

Surveying:	\$ 20,000.00
Geotechnical:	\$ 4,000.00
Electrical Services:	\$ 16,500.00
TDLR	\$ 3,500.00

CITY OF ELGIN
LEE DILDY AND ROY RIVERS BOULEVARD EXTENSION PHASE II
ROADWAY AND DRAINAGE PROJECT
ENGINEERING SCOPE OF WORK (4/3/2018)

Detention Pond Design	\$ 15,000.00
Engineering Design:	\$ 217,980.00
Construction Inspection:	\$ 51,000.00

Total: \$ 327,980.00

This lump sum fee includes labor and material costs associated with the Scope of Work identified above.

TRC's lump sum fee above is based on a continuous flow of work. Any delays or restrictions, caused by customer or customer's sub consultants, which result in idle-time or inefficiencies, could be caused by customer compensation.

The payment schedule will be via progress billing (percent complete for each task).

Changes in scope, including additional scenarios or modification to the scenarios identified above will be evaluated for additional services and/or material cost through a formal change order process, which results in approval of the additional cost prior to excluding the additional work.

The services will be provided in Bastrop County.

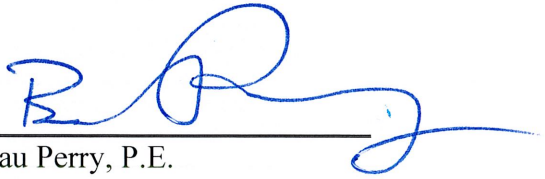
Fees for service quoted in this Letter of Agreement are valid for a period of time not to exceed 60 days from the date of this letter.

We appreciate the opportunity to assist with this project and are available to proceed immediately with your written approval. Please review this Letter of Agreement and, upon acceptance, sign in the space provided below.

CITY OF ELGIN

TRC ENGINEERS, Inc.

By: _____
Mr. Thomas Mattis
City Manager

By:  _____
K. Beau Perry, P.E.
Vice President



Elgin City Council Meeting Agenda Item Executive Summary

ITEM: A RESOLUTION OF THE CITY OF ELGIN, TEXAS AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH TRC ENGINEERS INC. FOR PROFESSIONAL ENGINEERING SERVICES RELATED TO UTILITY IMPROVEMENTS ADJACENT TO THE EXTENDED ROY RIVERS BOULEVARD AND MAKING CERTAIN FINDINGS RELATED THERETO

DEPARTMENT: City Manager/Public Works

PROPOSED ACTION: Approval of the Resolution authorizing an agreement with TRC Engineers Inc. for professional services related to the design of utility improvements adjacent to the extended Roy Rivers Boulevard.

BACKGROUND: The City previously created the Tax Increment Reinvestment Zone (TIRZ) No. 1 to support economic development through the funding of capital improvement and/or public infrastructure projects; and, in that regard, construction commenced on Phase 1 of the Lee Dildy Boulevard Project earlier this year. Consistent with the TIRZ Project Plan, the City is now desirous of moving forward with Phase 2 to include the construction of utility improvements adjacent to the extended Roy Rivers Boulevard.

To that end, the City must first complete the design and engineering of said project; and staff is recommending the engagement of TRC Engineers Inc. at the total project cost of \$76,000.00 to complete this task.

BUDGET/FINANCIAL IMPACT:

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

RECOMMENDATION: Approval of the Resolution as presented authorizing the agreement with TRC Engineers Inc. for professional services and additional direction to staff by Council, if any, regarding same.

ATTACHMENTS:

Resolution
TRC Proposal

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

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

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY OF ELGIN, TEXAS AUTHORIZING
THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH TRC
ENGINEERS INC. FOR PROFESSIONAL ENGINEERING SERVICES
RELATED TO UTILITY IMPROVEMENTS ADJACENT TO THE
EXTENDED ROY RIVERS BOULEVARD AND MAKING CERTAIN
FINDINGS RELATED THERETO**

WHEREAS, the City of Elgin, Texas has created the Tax Increment Reinvestment Zone (TIRZ) to support economic development through the funding of capital improvement and/or public infrastructure projects; and

WHEREAS, the City is now desirous within moving forward with Phase 2 of the TIRZ Project Plan to include the construction of an extended Roy Rivers Boulevard and Lee Dildy Boulevard with appropriate road, drainage, and utility improvements; and

WHEREAS, the City has received a proposal from TRC Engineers Inc. for professional engineering services related to the design of utility improvements adjacent to the extended Roy Rivers Boulevard.

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

Section 1. That the above recitals are true and correct; and the City Manager is authorized to execute an Agreement with TRC Engineers Inc. for professional engineering services in the total amount of \$76,000.00 related to utility improvements adjacent to the extended Roy Rivers Boulevard, a copy of said Agreement being attached hereto and made part of this Resolution as if copied verbatim therein.

Section 2. Through the approval of this Resolution, the City Council does hereby acknowledge and agree that this item was not specifically included or approved within the *FY2017-18 City of Elgin Annual Operating Budget*; and that said budget will be amended at a future date to formally appropriate funds for this item. It is currently anticipated that said funding will initially come from Certificates of Obligation proceeds that will eventually be reimbursed by future Tax Increment Reinvestment Zone revenue.

Section 3. This Resolution shall take effect immediately upon passage.

PASSED AND ADOPTED this 1st day of May, 2018.

CHRIS CANNON, Mayor
City of Egin, Texas

ATTEST:

AMELIA SANCHEZ, City Secretary



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

505 East Huntland Drive
Suite 250
Austin, TX 78752

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February 23, 2018

Mr. Thomas Mattis, City Manager
City of Elgin
310 North Main
Elgin, Texas 78621

**RE: 2018 Utility Improvements
Engineering Services**

Dear Mr. Mattis:

The City has requested that TRC Engineers, Inc. (TRC) provide this Letter of Agreement for professional engineering services for the above reference project. The services will be provided in accordance with the Master Service Agreement between TRC and the City, and include the work described below:

TRC Engineers, Inc. will perform the following Scope of Work:

SCOPE OF WORK

A. Preliminary Phase

1. Provide necessary field topographical data for the project limits. Provide metes and bounds documents for proposed 15' utility easement along Prosperity Bank Property.
2. Furnish the Owner preliminary data, including preliminary layouts and preliminary cost estimates.
3. Coordinate design parameters for water meter vault with Aqua Water Supply Corporation.

B. Design Phase

1. Prepare construction plans and specifications for the proposed water and sewer project consisting of approximately 4,400 LF of 12" water line and 720 LF of 8" sewer line, to include:
 - Design water meter vault at tie-in location along US 290.
 - Approximately 1,050 LF of 12" water line along US 290 right-of-way.
 - Approximately 3,350 LF of 12" water line along Roy Rivers Road.
 - Approximately 720 LF of 8" sewer line between Saratoga Section IV and future developments adjacent to Roy Rivers Road.

2. Submittal to Texas Department of Transportation (TxDOT).
3. Submittal to Texas Commission Environmental Quality (TCEQ).
4. Submit draft plans to City for review and comments prior to bidding.
5. Furnish to the Owner three (3) copies of approved plans and bidding specifications.

C. Construction Phase

1. Assist the City in bid process including preparation of advertisement document, assist the City in the opening and tabulation of bids, prepare award recommendation letter and prepare construction contract documents.
2. Assist Owner during construction consisting of preconstruction meeting attendance, contractor correspondence, submittal review, pay request review, periodic site visits (maximum of three), final inspection, preparation of contractor punch list and record drawing preparation.

Assumptions:

As the basis for the preparation for this proposal and the associated cost of services, the following assumptions were made which, if found to be incorrect may result in additional compensation:

- The City will provide access agreements for access to all private properties (if necessary)

Exclusions:

The following items are specifically excluded from the scope of work:

- Design of improvements or relocations for gas lines, electrical lines, telephone lines or other franchise utilities
- Construction staking
- Continuous construction inspection
- Environmental or cultural review of project limits
- Detailed title search or title policy
- Attendance at or preparation for condemnation hearings
- Easement or plat documents, landowner contact or easement negotiations

COMPENSATION FOR SERVICES

TRC Engineers, Inc. will provide the professional engineering services as outlined in the Scope of Work and the Master Services Agreement, for a total fee of \$76,000.00.

This lump sum fee includes labor and material costs associated with the Scope of Work identified above.



Mr. Thomas Mattis, City Manager
City of Elgin
February 23, 2018
Page 3 of 3

TRC's lump sum fee above is based on a continuous flow of work. Any delays or restrictions, caused by customer or customer's sub consultants, which result in idle-time or inefficiencies, could be cause for additional compensation.

The payment schedule will be via progress billing.

Changes in scope, including additional scenarios or modification to the scenarios identified above will be evaluated for additional services and/or materials cost through a formal change order process, which results in approval of the additional cost prior to executing the additional work.

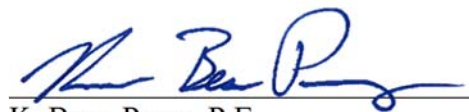
Services are rendered in Bastrop County.

Fees for services quoted in this Letter of Agreement are valid for a period of time not to exceed 60 days from the date of this letter.

We appreciate the opportunity to assist with this project and are available to proceed immediately with your written approval. Please review this Letter of Agreement and, upon acceptance, sign in the space provided below, returning a copy for our files.

Sincerely,

TRC Engineers, Inc.



K. Beau Perry, P.E.
Vice President

2/23/2018

Date

APPROVED and ACCEPTED this the _____ day of _____, 2018

Thomas Mattis, City Manager
City of Elgin

