



AGENDA
ELGIN CITY COUNCIL REGULAR MEETING
TUESDAY, JANUARY 5, 2021
ELGIN PUBLIC LIBRARY CIVIC CENTER COUNCIL CHAMBERS
404 NORTH MAIN STREET
7:00 PM

Pursuant to the suspension of various provisions of the Texas Open Meetings Act implemented by Governor Greg Abbott on March 16, 2020 due to the Coronavirus Disease (COVID-19), the Elgin City Council will be conducting its meeting in person and members of the public may attend the meeting, but overall attendance may be limited due to social distancing requirements. Members of the public may also watch the virtual meeting at https://www.youtube.com/channel/UC3OGBV_loV0Nr3AqM1jTzA

I. CALL TO ORDER

II. ROLL CALL

III. INVOCATION

IV. PLEDGE OF ALLEGIANCE

V. PUBLIC HEARING

1. Public Hearing On An Ordinance Amending Chapter 46 Zoning, Article I In General; Chapter 46 Zoning, Article IV Zoning District Regulations, Division 2 – R-1 Single Family Dwelling District; Chapter 46 Zoning, Article IV Zoning District Regulations, Division 3 – R-2 Single Family Dwelling And Duplex Dwelling District; Chapter 46 Zoning, Article IV Zoning District Regulations, Division 4 – R-3 Single Family Dwelling District; Chapter 46 Zoning, Article V Supplementary District Regulations, Division 2 – Open Space; And Chapter 46 Zoning, Article V Supplementary District Regulations, Division 5 – Off Street Automobile And Vehicular Parking And Loading; And Providing For A Savings Clause And Repealing Conflicting Ordinances Or Resolutions.

Documents:

[PUBLIC HEARING COUNCIL COVERSHEET.PDF](#)

VI. PUBLIC COMMENT

Individuals may request to speak on items on the agenda, and items not on the agenda, by requesting to speak during the meeting and under "PUBLIC COMMENT" and will be required to fill out a "PUBLIC COMMENT FORM" and present it, along with any material, handouts or information for Council, to the City Secretary prior to commencement of the Council meeting. Speaker comments are limited to three (3) minutes.

No formal action can be taken by the City Council on items not posted on the agenda. Items requiring a Public Hearing will allow a member of the public an opportunity to speak during the Public Hearing and does not require submission of a "PUBLIC COMMENT FORM." Speakers must address their comments to the Mayor or Presiding Officer rather than to an individual Council Member or member of Staff. All speakers must limit their comments to the specific subject matter noted on the "PUBLIC COMMENT FORM" and refrain from personal attacks or derogatory comments directed at any Council Member, member of Staff, other individual or group.

VII. PRESENTATION

1. PROCLAMATION FOR 32nd ANNUAL CELEBRATION FOR PEACE JUSTICE AND EQUALITY.

Documents:

[EXECUTIVE SUMMARY PROCLAMATION MLK DAY21.PDF](#)
[2021 PROCLAMATION FOR MLK DAY.PDF](#)

VIII. CITY MANAGERS REPORT

1. Update On The Poth Building Renovation Project And Related Matters

Documents:

[EXSUMMARY - POTH BLDG UPDATE.PDF](#)
[25RENOVATION 206 DEPOT.PDF](#)

2. Discussion And Possible Direction To Staff Regarding Potential Neighborhood Traffic & Safety Upgrades At Certain Locations Throughout The City

Documents:

[EX SUMMARY - TRAFFIC CALMING REPORT3.PDF](#)

3. General Activity Report And/Or Project Update

Documents:

IX. CONSENT AGENDA

All of the items on the consent agenda are considered to be self-explanatory by the Council and will be enacted with one motion, one second, and one vote. There will be no separate discussion of these items unless a council member removes an item from the Consent Agenda and places it on the New Business section for Discussion and action.

1. City Council Regular Meeting Minutes

- City Council Meeting Minutes - December 15, 2020

Documents:

[EXSUMMARY SHEET MINUTES.PDF](#)
[CITY COUNCIL REGULAR MEETING MINUTES 12-15-20.PDF](#)

X. NEW BUSINESS

1. AN ORDINANCE AMENDING CHAPTER 46 ZONING, ARTICLE I IN GENERAL; CHAPTER 46 ZONING, ARTICLE IV ZONING DISTRICT REGULATIONS, DIVISION 2 – R-1 SINGLE FAMILY DWELLING DISTRICT; CHAPTER 46 ZONING, ARTICLE IV ZONING DISTRICT REGULATIONS, DIVISION 3 – R-2 SINGLE FAMILY DWELLING AND DUPLEX DWELLING DISTRICT; CHAPTER 46 ZONING, ARTICLE IV ZONING DISTRICT REGULATIONS, DIVISION 4 – R-3 SINGLE FAMILY DWELLING DISTRICT; CHAPTER 46 ZONING, ARTICLE V SUPPLEMENTARY DISTRICT REGULATIONS, DIVISION 2 – OPEN SPACE; AND CHAPTER 46 ZONING, ARTICLE V SUPPLEMENTARY DISTRICT REGULATIONS, DIVISION 5. – OFF STREET AUTOMOBILE AND VEHICULAR PARKING AND LOADING; AND PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES OR RESOLUTIONS.

Documents:

[COUNCIL COVERSHEET.PDF](#)
[STAFF REPORT.PDF](#)
[ZONING CODE CHANGE ORDINANCE.PDF](#)

2. A RESOLUTION OF THE CITY OF ELGIN, TEXAS AUTHORIZING OFFICIAL SIGNATORIES FOR ALL CITY ACCOUNTS WITH THE CITY BANK DEPOSITORY FIRST NATIONAL BANK, OF ELGIN, TEXAS

Documents:

[EXSUMMARY COVER SHEET CHANGE OF SIGNATORS, FIRST NATIONAL BANK.PDF](#)
[RESOLUTION AUTHORIZING SIGNATURES ON CITY BANK ACCOUNT 1-5-2021.PDF](#)

3. Discussion And Possible Direction To Staff Regarding The Distribution Of Community Non-Profit Support Funding As Included In The FY2020-21 Annual Operating Budget

Documents:

[EX SUMMARY - NONPROFIT FUNDING.PDF](#)

4. Discussion Of And/Or Possible Action On Interim Appointment(S) To Vacant Ward 3 City Council Seat(S)

Documents:

[EXSUMMARY - WARD 3 APPT.PDF](#)

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

Documents:

[EXSUMMARY - BOARDS AND COMMISSION APPOINTMENTS2.PDF](#)
[ORDBOARDS COMMISSIONS10217.PDF](#)
[MEMO BOARDS AND COMMISSIONS LIST TO COUNCIL \(002\) UPDATED 2.PDF](#)
[BARRY BARKER.PDF](#)
[MONICA NAVA.PDF](#)
[WALTON QUINN.PDF](#)
[YENIFER IBARRA.PDF](#)
[SARAH GUDENKAUF.PDF](#)
[C GANDIA.PDF](#)
[JESSICA HUNZIKER.PDF](#)
[KATHERINE SALMON.PDF](#)
[KRYSTAL CARLSON.PDF](#)
[MALORIE HARROD.PDF](#)
[NICHOLAS ARTHUR.PDF](#)
[RANDALL KRAPP.PDF](#)
[CFARNSWORTH.PDF](#)
[ASHLEY DAHLKE.PDF](#)
[LEE MARTSCHING.PDF](#)
[MARLA JENSEN.PDF](#)
[JANET GUDENKAUF.PDF](#)
[SHERRI RICHARDSON.PDF](#)
[JORDAN BRUNES.PDF](#)

XI. EXECUTIVE SESSION

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

1. **Adjourn Into Executive Session Pursuant To Section §551.074 Personnel Matters: To Deliberate The Appointment, Employment, Evaluation, Reassignment, Duties, Discipline, Or Dismissal Of A Public Officer Or Employee To-Wit: Possible Interim Appointment(S) To Vacant Ward 3 Council Seat(S)**

Documents:

[EXSUMMARY - EXECUTIVE SESSION1220.PDF](#)

XII. RECONVENE

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

XIII. ANNOUNCEMENTS

XIV. 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 Thursday, December 31, 2020 in accordance with Chapter 551 of the Texas Government Code.

Amelia Sanchez, City Secretary



Elgin City Council Meeting Agenda Item Executive Summary

ITEM: Public hearing on an ordinance amending Chapter 46 Zoning, Article I In General; Chapter 46 Zoning, Article IV Zoning District Regulations, Division 2 – R-1 Single Family Dwelling District; Chapter 46 Zoning, Article IV Zoning District Regulations, Division 3 – R-2 Single Family Dwelling and Duplex Dwelling District; Chapter 46 Zoning, Article IV Zoning District Regulations, Division 4 – R-3 Single Family Dwelling District; Chapter 46 Zoning, Article V Supplementary District Regulations, Division 2 – Open Space; and Chapter 46 Zoning, Article V Supplementary District Regulations, Division 5 – Off Street Automobile and Vehicular Parking and Loading; and providing for a savings clause and repealing conflicting ordinances or resolutions.

DEPARTMENT: Development Services

PROPOSED ACTION: No Council action proposed or requested at this time; this item is to allow for public comments on the requested ordinance amending Chapter 46 Zoning, Article I In General; Chapter 46 Zoning, Article IV Zoning District Regulations, Division 2 – R-1 Single Family Dwelling District; Chapter 46 Zoning, Article IV Zoning District Regulations, Division 3 – R-2 Single Family Dwelling and Duplex Dwelling District; Chapter 46 Zoning, Article IV Zoning District Regulations, Division 4 – R-3 Single Family Dwelling District; Chapter 46 Zoning, Article V Supplementary District Regulations, Division 2 – Open Space; and Chapter 46 Zoning, Article V Supplementary District Regulations, Division 5 – Off Street Automobile and Vehicular Parking and Loading; and providing for a savings clause and repealing conflicting ordinances or resolutions.

BACKGROUND: The Planning & Zoning Commission held a public hearing on November 16, 2020.

BUDGET/FINANCIAL IMPACT:

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

RECOMMENDATION: Receive public comment regarding the issue

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: PROCLAMATION FOR 32nd ANNUAL CELEBRATION FOR PEACE JUSTICE AND EQUALITY.

DEPARTMENT: Community Services

PROPOSED ACTION: Approve proclamation for 32nd Annual Celebration for Peace Justice & Equality and have a photo with volunteers.

BACKGROUND:

The Bastrop County Martin Luther King, Jr. Holiday Commission works to host the annual Walk for Peace Justice and Equality in Bastrop County. The walk rotates each year occurring in Bastrop, Smithville and Elgin. For January 18, 2021 the celebration will be hosted by Smithville with a new website and a virtual program which includes greetings from the Mayors of Bastrop, Smithville and Elgin as well as presentations from scholarship recipients from each high school in the County. The website includes a variety of videos that share the history of Black people in Bastrop County, opportunities for volunteer service, and information about self-guided walks to celebrate the legacy of Dr. King. The event is held in recognition of Martin Luther King Jr. and includes the motto – Celebrate! Remember! Act! A Day on Not a Day Off!

BUDGET/FINANCIAL IMPACT:

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

RECOMMENDATION: Approve proclamation for 32nd Annual Celebration for Peace Justice & Equality and have a photo with volunteers.

ATTACHMENTS:

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

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

PROCLAMATION

Whereas, Dr. Martin Luther King, Jr. was felled by an assassin's bullet on April 4, 1968, at the age of thirty-nine; and,

Whereas, the President and the Congress of the United States of America, the Governor of the State of Texas, the County Judge and Commissioners of Bastrop County and the Mayor and City Council of the City of Elgin have declared the birthday of Dr. Martin Luther King, Jr. as a National, State and Local Holiday; and,

Whereas, Dr. King gained acclaim through his work to bring about social, political and economic equality for all Americans by peaceful means and nonviolent resistance; and,

Whereas, despite the honors bestowed upon him, including the Nobel Peace Prize, he wanted most to be remembered as a servant to others; and,

Whereas, Coretta Scott King died on January 30, 2006 at age 78 after almost forty years of carrying on the legacy established by her husband. She is worthy of honor in her own right as she did not hesitate to pick up the mantle of her late husband by continuing to honor his work; and,

Whereas, Mrs. King helped lead the effort to establish a national holiday in her husband's honor and in founding the Martin Luther King Jr. Center for Non-Violent Social Change in Atlanta ; and,

Whereas, Rev. Dr. Martin Luther King Jr. said "Life's most persistent and urgent question is what are you doing for others?" and

Whereas, the theme for this holiday is

"Remember! Celebrate! Act! A Day on...Not a Day Off!!!" and :

Whereas, the 32nd annual celebration will be held virtually with a new website and online program on Monday, January 18, 2021;

NOW THEREFORE be it proclaimed by the Mayor and City Council of the City of Elgin, Bastrop County, Texas, that **Monday, January 18, 2021** be recognized as

Dr. Martin Luther King, Jr. and Coretta Scott King Day

AND THAT, all citizens are urged to unite with the **Cities of Bastrop, Elgin and Smithville, County of Bastrop, and the Bastrop County Martin Luther King, Jr. Holiday Commission** in their 32nd Annual Celebration for universal peace, justice, human rights, and social and economic progress for all people; and to join with the **Bastrop Martin Luther King, Jr. Scholarship Committee in their 33rd Anniversary** and others in preserving the memory of these truly remarkable Americans.

IN WITNESS WHEREOF I have set my hand and caused the seal of the City of Elgin to be affixed this 5th day of January, 2021.

Ron M. Ramirez ,
Mayor, City of Elgin



Elgin City Council Meeting Agenda Item Executive Summary

ITEM: Update on the Poth Building Renovation Project and related matters

DEPARTMENT: City Manager

PROPOSED ACTION:

No Council action proposed or requested at this time; other than routine direction to staff, if any.

BACKGROUND:

Discussed at previous meetings; Staff has moved forward with the renovation project for the Poth Building at 206 Depot St. that was approved in the 2020 Five-Year Capital Program.

Built in circa 1930, the Poth Building is a contributing building in National Register district; in its current state, the building is a non-compliant eyesore. The renovation project to currently scheduled to include asbestos inspection and abatement, replacement of roof, repair/replace windows, replacement of the rear entry door, HVAC, and ADA-compliant restrooms.

Funding of this project is anticipated to have minimal net impact on the operating budget, as the current plan is to utilize proceeds from the sale of city-owned property.

BUDGET/FINANCIAL IMPACT:

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

RECOMMENDATION:

Consideration of a report on the Poth Building Renovation Project and related matters; and direction to staff, if any, regarding same.

ATTACHMENTS:

2020 Five-Year Capital Program – 206 Depot St.

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

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

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

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

City of Elgin

2020 Five-Year Capital Improvement Plan - Capital Projects

Project: **Building Renovation - 206 Depot Street**

Budget:
\$91,000

Department:
Community Development

Funding Source:
General Fund

Project Manager:
Director of Community
Development



Project Description:

Complete renovation of the city-owned building at 206 Depot Street, known locally as the Poth Building; built in circa 1930, the Poth Building is a contributing building in National Register district; in its current state, the building is a non-compliant eyesore with broken/boarded windows, and peeling paint; renovation project to include asbestos inspection and abatement, replacement of roof, repair/replace windows, replace rear entry door, HVAC, and ADA-compliant restrooms; may also include other improvements and an accessible entrance from the parking area dependent upon the future of the adjacent EPD Station

City Council Goal(s) Met:

N/A

Budget	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Land Acquisition/ROW						\$0
Design/Administration	30,000					\$30,000
Construction	56,000					\$56,000
Miscellaneous	5,000					\$5,000
Total Project Cost	\$91,000	\$0	\$0	\$0	\$0	\$91,000
Annual Cost	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Total
<i>General Fund</i>						\$0
- Capital Outlay	61,000	30,000				\$91,000
Total Expense	\$61,000	\$30,000	\$0	\$0	\$0	\$91,000
Funding Source(s)	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Total
<i>General Fund</i>						\$0
- Other	61,000	30,000				\$91,000
Total Revenue	\$61,000	\$30,000	\$0	\$0	\$0	\$91,000



Elgin City Council Meeting Agenda Item Executive Summary

ITEM: Discussion and possible direction to staff regarding potential neighborhood traffic & safety upgrades at certain locations throughout the City.

DEPARTMENT: City Manager

PROPOSED ACTION: This item has been placed on the agenda for further discussion and possible direction to staff related to previously discussed transportation improvements at certain locations.

BACKGROUND:

Discussed at previous meetings; Within the neighborhoods listed below, residents contacted Councilmembers in the recent past expressing various concerns related to traffic and safety. As requested, staff then reviewed those situations and developed scenarios that could provide some of the relief requested.

Those neighborhood areas/ issues reviewed are as follows;

- Cleveland St. at S. Avenue A to Harris St. (speed/traffic calming)
- Hillside Dr./Old McDade Rd. (intersection improvements)
- Ramirez Rd/South Ave. C/Main St. (traffic control)
- Houston & Madison St. (speed/traffic calming)

Staff is now ready for direction from Council as a whole on if and/or how to proceed.

BUDGET/FINANCIAL IMPACT:

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

RECOMMENDATION:

Discussion and possible direction to staff as described above.

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: 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: City Council Regular Meeting Minutes –December 15, 2020.

DEPARTMENT: Administration

PROPOSED ACTION:

Review and approve the City Council Regular Meeting Minutes - December 15, 2020.

BACKGROUND:

N/A

BUDGET/FINANCIAL IMPACT:

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

RECOMMENDATION:

Approval of the City Council Regular Meeting Minutes –December 15, 2020.

ATTACHMENTS: City Council Regular Meeting Minutes –December 15, 2020

{ } 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.

MINUTES
ELGIN CITY COUNCIL REGULAR MEETING
ELGIN PUBLIC LIBRARY CIVIC CENTER COUNCIL CHAMBERS
404 NORTH MAIN STREET
DECEMBER 15, 2020

CALL TO ORDER

Mayor Ramirez called the meeting to order at 7:02 p.m.

ROLL CALL

Present: Ron Ramirez, Mayor
Jessica Bega, Mayor Pro Tem
Mary Penson, Council Member
Juan Gonzalez, Council Member
Sue Brashar, Council Member
Forest Dennis, Council Member

Mayor Ramirez stated that Council Members Arreaga and Penson had notified him that they would not be in attendance tonight, but that Council Member Penson would be on the telephone and asked for a motion to excuse Council Member Arreaga's absence.

Council Member Brashar moved to excuse Council Member Arreaga's absence. Council Member Gonzalez seconds the motion. Motion carried 5-0.

Staff: Thomas L. Mattis, City Manager
Charles Cunningham, Finance Director
Michael Gonzalez, Parks Director
Amy Miller, Community
Owen Rock, EDC Director
David Harrell, Planning Director
Patrick South, Chief of Police
Pam Sanders, HR Director
Beau Perry, City Engineer

INVOCATION

Council Member Gonzalez gave the invocation.

PLEDGE OF ALLEGIANCE

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

PUBLIC HEARING

1. Second Public Hearing - A RESOLUTION OF THE CITY OF ELGIN, TEXAS APPROVING A STRATEGIC PARTNERSHIP AGREEMENT WITH THE ALTESSA MUNICIPAL UTILITY DISTRICT AND MAKING CERTAIN FINDINGS RELATED THERETO.

Mayor Ramirez opened the Public Hearing at 7:05 pm.

With no none wishing to speak Mayor Ramirez closed the Public Hearing at 7:05 pm.

PUBLIC COMMENT

Crystal Jackson spoke and stated that over her 10-year career at the Elgin Police Department she had made many mistakes but always owned up to them and was dedicated to teaching new dispatchers not to make those mistakes. She stated that she held many roles during that time and often took assignments not under her purview because of her dedication to the department and community. She stated she was present on March 20, 2020 when dispatch received two phone calls from Franklin and Roberson County complaining of one of our unmarked vehicles driving recklessly and endangering citizens on wet roadways. She stated that during an IA investigation of those calls being released to the Concerned Citizens of Elgin group Chief South asked her to admit she had made a mistake which she refused to do although she was fired. She stated all anybody wants is for Chief South to admit he too has made mistakes and be accountable as well. She stated that the Council had not held him accountable for his unbecoming conduct and instead pledged their support of City Manager Thomas Mattis ignoring his conduct.

CITY MANAGERS REPORT

1. Review of Storm Water Drainage Projects included within the Five-Year Capital Plan.

City Manager Thomas Mattis spoke and stated this would be a quick review of the storm water drainage projects that are included in the five-year capital plan. He stated that the City Engineer Beau Perry would go over the status of projects that have been around a long time and the plans moving forward.

City Engineer Beau Perry spoke and stated that some of the projects in the Capital Plan city staff could potentially address and complete these projects that were presented to Council in 2016, and when the city has opportunities for grant funding that incorporate or encompass some of these drainage projects. Mr. Perry pointed out the areas on a map that were being discussed and stated that they had gone through and done a drainage study and came up with multiples ways to address the drainage issues. He stated that when grants come up, they are generally based on community wide benefit, but that these projects had never been prioritized so a plan was needed to have all of the preliminary engineering done and determine which city staff can do and prioritize it to be

CITY COUNCIL REGULAR MEETING
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Elgin Public Library Annex Council Chambers

part of the maintenance schedule from city staff versus which ones go out for public bid with a contractor.

City Manager Thomas Mattis stated that staff needed help from Council to establish priorities. Discussion only no action taken.

2. Update on potential Neighborhood Traffic & Safety Upgrades at certain locations throughout the city.

City Manager Thomas Mattis stated that this item was a follow up on a conversation that they had last time about the neighborhood traffic and safety upgrades. He stated that a public meeting had been held and a few residents from the areas had come in and given some input. He stated that at this point further guidance from Council was needed about what or what not to do on these projects. He stated he did not expect any action tonight but just wanted to make sure there was no need for any more information to be generated by staff and they would come back with this after the first of the year. Mayor Ramirez and Council discussed how to proceed with getting everyone's opinion and it was decided that everyone put down their preference of these projects in writing and submit them to the City Manager or Mayor by the end of December.

3. (Discussion Only) Appointment/Re-Appointment of Members to City Boards and Commissions.

City Manager Thomas Mattis stated this was just a reminder that the appointments to the Boards and Commissions would be coming up on January 5th

4. Departmental Monthly Reports – November

Council Member Gonzalez asked if there were 17 vacancies in November. HR Director Pam Sanders responded that she did not have the report with her, and Mr. Mattis stated that staff would revise the report and get it back to Council.

5. General Activity Report and/or Project Update.

Mr. Mattis stated that Amy Miller was going to speak about notification of a half a million-dollar sidewalk grant improvement project the city got.

Amy Miller stated that this was through the Texas Department of Agriculture and the program is community development block grant funds that they disburse through the Texas Capital Fund Main Street Program so projects have to be in the historic district and in our case, we compete with other Texas Main Street cities. Mrs. Miller spoke about all of the different location's sidewalks would go and create connectivity throughout the city.

CITY COUNCIL REGULAR MEETING
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Elgin Public Library Annex Council Chambers

Police Chief South spoke about the Blue Santa program and stated that earlier they were not sure if they would even have it this year, but that donations were up this year and it was all fun Christmas stuff as well as some gift cards.

CONSENT AGENDA

1. City Council Meeting Minutes.

City Council Special Meeting Minutes – November 17, 2020 and City Council Regular Meeting Minutes – November 24, 2020.

2. AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP FOR THE CITY OF ELGIN, TEXAS AS REQUIRED UNDER CHAPTER 46 ZONING, ARTICLE I IN GENERAL, SECTION 46-3 ZONING DISTRICT MAP AND PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES.

3. A RESOLUTION OF THE CITY OF ELGIN, TEXAS AUTHORIZING THE MAYOR TO EXECUTE A REAL ESTATE CONTRACT WITH FRED D. HOOPER AND MARY HOOPER TO ACQUIRE CERTAIN REAL PROPERTY FOR THE LOCATION OF THE 1704 WASTEWATER LIFT STATION AND MAKING CERTAIN FINDINGS RELATED THERETO

4. A RESOLUTION OF THE CITY OF ELGIN, TEXAS AUTHORIZING THE MAYOR TO EXECUTE AN ENCROACHMENT AGREEMENT WITH THE ELGIN OPERA HOUSE TO ALLOW AN ENCROACHMENT ON OR OVER A CITY RIGHT OF WAY AND MAKING CERTAIN FINDINGS RELATED THERETO.

5. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ELGIN TO APPROVE AN ENGAGEMENT LETTER WITH BROOKSWATSON & COMPANY TO PROVIDE AUDIT SERVICES FOR THE PERIOD ENDING SEPTEMBER 30, 2020.

Council Member Brashar moved to approve items 1-5 on the Consent Agenda. Council Member Gonzalez seconds the motion. Motion carried 6-0.

NEW BUSINESS

1. Election of the Mayor Pro-Tem by City Council.

Council Member Dennis moved to appoint Council Member Brashar as Mayor Pro Tem. Council Member Gonzalez seconds the motion. Motion carried 6-0.

2. A RESOLUTION OF THE CITY OF ELGIN, TEXAS AUTHORIZING THE MAYOR TO EXECUTE THE FIRST AMENDMENT TO THE DEVELOPMENT AND CONSENT AGREEMENT WITH CLAYTON PROPERTIES GROUP, INC. DBA BROHN HOMES AND

THE ALTESSA MUNICIPAL UTILITY DISTRICT AND MAKING CERTAIN FINDINGS RELATED THERETO.

Council Member Dennis moved to approve the Resolution as presented. Council Member Gonzalez seconds the motion. Motion carried 6-0.

3. A RESOLUTION OF THE CITY OF ELGIN, TEXAS APPROVING A STRATEGIC PARTNERSHIP AGREEMENT WITH THE ALTESSA MUNICIPAL UTILITY DISTRICT AND MAKING CERTAIN FINDINGS RELATED THERETO.

Council Member Brashar moved to approve the Resolution as presented. Council Member Dennis seconds the motion. Motion carried 6-0.

4. A RESOLUTION OF THE CITY OF ELGIN, TEXAS AUTHORIZING THE MAYOR TO EXECUTE THE ALTESSA MUD WASTEWATER SERVICE AGREEMENT WITH CLAYTON PROPERTIES GROUP, INC. DBA BROHN HOMES AND THE ALTESSA MUNICIPAL UTILITY DISTRICT AND MAKING CERTAIN FINDINGS RELATED THERETO.

Council Member Penson moved to approve the Resolution as presented. Council Member Brashar seconds the motion. Motion carried 6-0.

5. 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 THE ELEVATED WATER STORAGE TANK NO. 2 REPAINT PROJECT AND MAKING CERTAIN FINDINGS RELATED THERETO.

Council Member Brashar moved to approve the Resolution as presented. Council Member Gonzalez seconds the motion. Motion carried 6-0.

6. Discussion and Possible Direction to staff regarding the Distribution of Community Non-Profit Support Funding as included in the FY2020-21 Annual Operating Budget.

Council Member Dennis moved to table this item. Council Member Brashar seconds the motion. Motion carried 6-0.

7. AN ORDINANCE SETTING THE TIME AND PLACE OF THE REGULAR MONTHLY MEETING OF THE CITY COUNCIL OF THE CITY OF ELGIN, TEXAS PROVIDING FINDINGS OF FACT; AND PROVIDING FOR A SAVINGS CLAUSE.

Council Member Gonzalez moved to approve the Ordinance as presented. Council Member Penson seconds the motion. Motion carried 6-0.

CITY COUNCIL REGULAR MEETING
December 15, 2020 – Page 6
Elgin Public Library Annex Council Chambers

EXECUTIVE SESSION

Mayor Ramirez convened into Executive Session with a 5-minute break.

Mayor Ramirez convened into Executive Session at 8:53 pm

1. Adjourn into Executive Session Pursuant to Section §551.074 Personnel Matters: To Deliberate the Appointment, Employment, Evaluation, Reassignment, Duties, Discipline, or Dismissal of a Public Officer or Employee To-Wit: Possible Interim Appointment(S) to Vacant Ward 3 Council Seat(S).

RECONVENE

Mayor Ramirez reconvened into the regular meeting at 9:33 pm.

ADJOURNMENT

Mayor Ramirez adjourned the City Council Meeting at 9:35 pm.

Ron M. Ramirez, Mayor

ATTEST:

Amelia Sanchez, City Secretary



Elgin City Council Meeting Agenda Item Executive Summary

ITEM: An ordinance amending Chapter 46 Zoning, Article I In General; Chapter 46 Zoning, Article IV Zoning District Regulations, Division 2 – R-1 Single Family Dwelling District; Chapter 46 Zoning, Article IV Zoning District Regulations, Division 3 – R-2 Single Family Dwelling and Duplex Dwelling District; Chapter 46 Zoning, Article IV Zoning District Regulations, Division 4 – R-3 Single Family Dwelling District; Chapter 46 Zoning, Article V Supplementary District Regulations, Division 2 – Open Space; and Chapter 46 Zoning, Article V Supplementary District Regulations, Division 5 – Off Street Automobile and Vehicular Parking and Loading; and providing for a savings clause and repealing conflicting ordinances or resolutions.

DEPARTMENT: Development Services

PROPOSED ACTION: Discussion, consideration, and action on an ordinance amending Chapter 46 Zoning, Article I In General; Chapter 46 Zoning, Article IV Zoning District Regulations, Division 2 – R-1 Single Family Dwelling District; Chapter 46 Zoning, Article IV Zoning District Regulations, Division 3 – R-2 Single Family Dwelling and Duplex Dwelling District; Chapter 46 Zoning, Article IV Zoning District Regulations, Division 4 – R-3 Single Family Dwelling District; Chapter 46 Zoning, Article V Supplementary District Regulations, Division 2 – Open Space; and Chapter 46 Zoning, Article V Supplementary District Regulations, Division 5 – Off Street Automobile and Vehicular Parking and Loading; and providing for a savings clause and repealing conflicting ordinances or resolutions..

BACKGROUND: See attached staff report.

BUDGET/FINANCIAL IMPACT:

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

RECOMMENDATION: The Planning & Zoning Commission recommended approval with conditions at their November 16, 2020 regular meeting. The attached ordinance has been updated with the approved conditions.

ATTACHMENTS: Proposed ordinance.

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

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

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

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



Development Services Department

STAFF REPORT

An Ordinance amending Chapter 46 Zoning, Article I In General; Chapter 46 Zoning, Article IV Zoning District Regulations, Division 2 – R-1 Single Family Dwelling District; Chapter 46 Zoning, Article IV Zoning District Regulations, Division 3 – R-2 Single Family Dwelling and Duplex Dwelling District; Chapter 46 Zoning, Article IV Zoning District Regulations, Division 4 – R-3 Single Family Dwelling District; Chapter 46 Zoning, Article V Supplementary District Regulations Division 2 – Open Space; and Chapter 46 Zoning, Article V Supplementary District Regulations, Division 5 – Off Street Automobile and Vehicular Parking and Loading; and repealing conflicting ordinances or resolutions.

Date: November 17, 2020

Hearing Dates: Planning & Zoning Commission –November 16, 2020
City Council – December 1, 2020

REQUEST SUMMARY & STAFF ANALYSIS

City staff is requesting modifications to the Zoning Code to allow for the following:

1. Addition of the following definitions: Earth Tone Colors; Impervious Cover; Private School, Primary; Private School – Secondary; Public School – Elementary or Middle; Public School – High School; Post-Secondary Institution.
2. Removal of fencing standards within the zoning code which conflict with other provisions of fencing standards which comes later in the zoning code.
3. Changes and modifies names of items for correction and clarity purposes such as “intensity of use” to “lot area” and “impervious coverage. This better describes the actual code provisions.
4. Makes fencing required along a residential land use or residential lot. This is better terminology as it is sometimes unknown if a lot is a residential lot. It is sometimes easier to determine a land use on a lot.
5. Loosens regulations by removing mandatory fencing requirements on lots 100 feet or more in width OR lots a half-acre or larger in size. The purpose of the fencing is to ensure privacy, however on larger lots this is less necessary because of the building spacing and size of the lot. With this change an owner of a larger lot can still voluntarily place a fence, its just no longer required by the City.
6. Establishes minimum placement locations for required fencing based on rear building elevation versus it being technically unclear.

7. Removes mandatory masonry requirement due to State law changes. State law was changed last year to allow all materials under the Building Code versus allowing local government to restrict to certain materials under the Building Code such as a percentage of masonry.
8. Addition of fence beautification standards to address aesthetics. Many of the required fences that are installed are wood fences. Most of these fences are untreated which allows them to deteriorate over a period of several years. Fences located in new developed residential areas along Lee Dildy Rd. are an example of this issue. This Code change will require fencing constructed with untreated wood or other materials to either be clear coated, painted with earth tone colors (excluding metal posts), or be fabricated with earth tone colors (excluding metal posts). This will help to protect and make deterioration less visible. Pressure treated wood lumber would not need to meet the standards as the fence is already protected from deterioration. Also, fencing will be constructed with the posts facing inward. This change will make the attractive portion visible only to the streets which improves aesthetics along the public roadways, excluding alleys.
9. Addition of Duplex as a permitted use under R-2 zoning. Staff believes this originally was left out since the name of the zoning category references the word "Duplex".
10. Removal of the requirement of a two-car garage from the minimum parking standards. This is required even if the minimum two parking spaces have been met on the site.
11. Addition of minimum parking standards for schools. Currently there are no standards for schools and under the current code the PZC must determine the parking standards. This adds minimum standards, so it is clear and is like other cities within the Austin metro area.

ATTACHMENT

Additional information is provided through attached exhibit.

1. Proposed Ordinance.

ORDINANCE NO. _____

AN ORDINANCE AMENDING CHAPTER 46 ZONING, ARTICLE I IN GENERAL; CHAPTER 46 ZONING, ARTICLE IV ZONING DISTRICT REGULATIONS, DIVISION 2 – R-1 SINGLE FAMILY DWELLING DISTRICT; CHAPTER 46 ZONING, ARTICLE IV ZONING DISTRICT REGULATIONS, DIVISION 3 – R-2 SINGLE FAMILY DWELLING AND DUPLEX DWELLING DISTRICT; CHAPTER 46 ZONING, ARTICLE IV ZONING DISTRICT REGULATIONS, DIVISION 4 – R-3 SINGLE FAMILY DWELLING DISTRICT; CHAPTER 46 ZONING, ARTICLE V SUPPLEMENTARY DISTRICT REGULATIONS, DIVISION 2 – OPEN SPACE; AND CHAPTER 46 ZONING, ARTICLE V SUPPLEMENTARY DISTRICT REGULATIONS, DIVISION 5. – OFF STREET AUTOMOBILE AND VEHICULAR PARKING AND LOADING; AND PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES OR RESOLUTIONS.

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

I.

That Chapter 46 Zoning, Article I In General, Code of Ordinances, City of Elgin, Texas, is hereby amended by adding new definitions to Section 46-1 - Definitions et. seq., which shall read as follows:

Duplex See definition of Dwelling, two-family

Earth Tone Colors are subdued colors that are commonly observed in nature such as sea, sky, vegetation, and land. Any subdued tint or shade commonly found in nature including black, browns, greens, reds, blues, yellows, oranges, greys, and whites. This shall not include the following:

- (1) Colors not described in this definition.
- (2) Any non-subdued colors from this definition which include but are not limited to neon or overly bright colors as determined by the City.

Impervious Cover means roads, driveways, decking, patios, sidewalks, parking areas, buildings, mechanical equipment, swimming pools, rooftop landscapes and other construction limiting the absorption of water by covering the natural land surface.

Private school, primary A private, parochial or charter school offering instruction at the elementary and middle (junior high) level in the branches of learning and study required to be taught in the public schools of the state.

Private school, secondary A private, parochial or charter school offering instruction at the high school level in the branches of learning and study required to be taught in the public schools of the state.

Public school, elementary or middle A public school offering instruction at the elementary or middle school level in the branches of learning and study required to be taught in the public schools of the state.

Public school, high A public school offering instruction at the senior high school level in the branches of learning and study required to be taught in the public schools of the state.

Post-secondary institution A public or private educational institution or other institutions of higher learning that offer courses of general or specialized study leading to a degree. This definition includes community college, college, university, vocational, technical or trade schools, language school, art school, business school, training center, beauty school, culinary school, and comparable advanced or continuing education facilities. This phrase does not include fitness centers, sports instruction, swimming instruction, or martial arts instruction.

II.

That Chapter 46 Zoning, Article IV Zoning District Regulations, Division 2 – R-1 Single Family Dwelling District, Code of Ordinances, City of Elgin, Texas, is hereby amended by modifying Section 46-231 – Uses permitted and Section 46-233 – Area regulations; et. seq., which shall read as follows:

Sec. 46-231. - Uses permitted.

Property and buildings in an R-1 Single-Family Dwelling District shall be used only for the following purposes:

- (1) Detached single-family dwelling.
- (2) Churches, but not including revival tents or arbors.
- (3) Public school offering general educational courses the same as ordinarily given in public schools and having no rooms regularly used for housing and sleeping.
- (4) Public park and playground.
- (5) Library.
- (6) Growing of farm products.
- (7) Municipal use.
- (8) Telephone exchanges.
- (9) Home occupations.
- (10) Transportation and utility easements, alleys and rights-of-way.
- (11) Accessory building which is not a part of a main building, including one private garage, or accessory building which is a part of a main building, including one private garage.
- (12) Uses customarily incidental to any of the uses set forth in subsection (a) of this section when located upon the same lot and not involving the conduct of a business.
- (13) Fence. A fence, hedge or enclosure wall provided:
 - a. No solid fence or enclosure shall exceed a height of six feet, ~~and no such six foot fence or enclosure shall extend closer to any front street than 40 feet;~~
 - b. An ornamental fence may exceed six feet in height but shall have a ratio of solid portion to open portion not in excess of one to four and shall not extend closer to any front street than 40 feet;
 - c. ~~Any fence or enclosure extending closer than 40 feet to the front property line shall not exceed a height of four feet; and Reserved.~~
 - d. Any fence, hedge or enclosure wall on a corner lot, and situated within 15 feet of the intersections of the two property lines, shall ~~not exceed a height of three feet~~ be prohibited.

All wooden privacy fences shall have metal posts of sufficient gauge and diameter, embedded in concrete to support the weight and wind load of the fence. Wooden privacy fence posts will not be allowed for construction after July 31, 2011.
- (14) A temporary bulletin board or sign, not exceeding 12 square feet in area appertaining to the lease, hire or sales of a single building or premises, which board or sign shall be removed as soon as the premises are leased, hired, or sold.
- (15) A church bulletin board or sign not exceeding 50 square feet in area, located on the same lot with the church building.

- (16) One unlighted sign not to exceed one square foot in area and attached flat-wise to the building, such sign to advertise only an accessory use allowed by this section and being conducted on the same property upon which such sign is located.
- (17) Temporary building of the construction industry which is incidental to the erection of buildings permitted in this district and which shall be removed when construction work is completed.
- (18) Accessory uses, which shall include the following where the primary use is residential: Customary home occupations, if done inside of building, such as dressmaking, babysitting, seamstress, tailoring, millinery, tutoring, when engaged in by members of the resident family and employing not more than one person, not a member of the resident family, but not including beauty culture, barbering or appliance repairing.

Sec. 46-233. - Area regulations.

The area regulations in the R-1 Single-Family Dwelling District are as follows:

- (1) *Front yard.* The minimum depth of the front yard shall be 25 feet. If 25 percent or more of the lots on one side of the street between two intersecting streets are improved with buildings, all of which have observed an average setback line of greater than 25 feet, then no building shall be erected closer to the building line than the minimum setback so established by the existing building; but this regulation shall not require a front yard of greater depth than 40 feet. When a yard has double frontage, the front yard requirements shall be complied with on both streets.
- (2) *Side yard.* For dwelling located on interior lots there shall be a side yard on each side of the main building of not less than 7½ feet for dwellings of one story, and of not less than ten feet for dwellings or more than one story except as hereinafter provided in this subsection. For unattached buildings of accessory use there shall be a side yard of not less than five feet; provided, however, that unattached one story buildings of accessory use shall not be required to set back more than three feet from an interior side line when all parts of the accessory building are located more than 90 feet behind the front lot lines. For dwelling and accessory buildings located on corner lots there shall be a side yard from the intersecting street of not less than 15 feet in case such lot is back to back with another corner lot, and 25 feet in every other case. The interior side yard of a corner lot shall be the same as for dwellings and accessory buildings on an interior lot. Churches and main accessory buildings, other than dwellings, and buildings accessory to dwellings, shall set back from all exterior and interior side lot lines a distance of not less than 25 feet.
- (3) *Rear yard.* There shall be a rear yard for a main building of not less than ten feet. Unattached buildings of accessory use are located in the rear yard of a main building.
- (4) *Lot width.* For dwellings there shall be a minimum lot width of 75 feet at the front building line, and such lot shall abut on a street for a distance of not less than 35 feet.
- (5) ~~*Intensity of use*~~ *Lot area.* For each dwelling, and building accessory thereto, there shall be lot area of not less than 9,000 square feet. For churches and main and accessory buildings, other than dwellings and accessory to buildings, the lot area shall be adequate to provide the yard areas required by this subsection and the off-street parking areas required; provided, however, that the lot area for a church shall not be less than 21,000 square feet.
- (6) ~~*Impervious*~~ *Coverage.* Main and accessory buildings and other impervious cover shall not cover more than 45 percent of lot area on interior lots, and 50 percent of the lot area on corner lots. Accessory buildings shall not cover more than ten percent of the impervious cover requirements.
- (7) *Fencing.* Permanent six-foot fences shall be erected along all rear and side property lot lines which abut another residential lot or land use. Except in situations where the lot is 100 feet or

more in width or is 0.50 acres or more in size. Placement of any fencing along the side property lines shall start at the rear elevation of the dwelling and proceed to the rear property line. All wooden fences shall have metal post of sufficient gauge and diameter, embedded in concrete to support the weight and wind load of the fence. Wooden fence post will not be allowed after July 31, 2011.

- (8) ~~Front exterior walls. There shall be a minimum of 75 percent brick, stone or stucco construction on all front exterior walls.~~ Fence beautification standards:
- a. Newly installed fencing constructed with untreated wood lumber or other materials shall:
 - i. Be painted with a clear coat, excluding metal posts, or
 - ii. Be painted in earth tone colors, excluding metal posts, or
 - iii. Be prefabricated in earth tone colors excluding metal posts.
 - b. Newly installed fencing constructed with pressure treated wood lumber is not required to meet any standard in subsection (a).
 - c. All fences shall be constructed with the attractive portions facing outwards from the property if bordering on a public street, excluding alleys.
- (9) *Driveways and sidewalks.* An improved impervious driveway shall be constructed for each dwelling unit, and each driveway shall include enough area for two parking spaces. Sidewalks shall be constructed as specified in section 36-140. In addition, a fee in lieu of sidewalks may be required as specified in section 36-143.

III.

That Chapter 46 Zoning, Article IV Zoning District Regulations, Division 3 R-2 Single Family and Duplex Dwelling District, Code of Ordinances, City of Elgin, Texas, is hereby amended by modifying Section 46-263 – Uses permitted and Section 46-265 – Area regulations; et. seq., which shall read as follows:

Sec. 46-263. – Uses permitted.

The following uses are permitted in the R-2 Single-Family and Duplex Dwelling District:

- (1) Any use permitted in an R-1 residential district.
- (2) Garage apartments.
- (3) Duplex.

Sec. 46-265. - Area regulations.

The area regulations in the R-2 Single-Family and Duplex Dwelling District are as follows:

- (1) *Front yard.* The minimum depth of the front yard shall be 25 feet. If 25 percent or more of the lots on one side of the street between two intersecting streets are improved with buildings, all of which have observed an average setback line of greater than 25 feet, and no building varies more six feet from this average setback line, then no building shall be erected closer to the street line than the minimum setback so established by the existing buildings; but this regulation shall not require a front yard of greater depth than 40 feet. When a yard has double frontage the front yard requirements shall be complied with on both streets.
- (2) *Side yard.*
 - a. For dwellings located on interior lots there shall be a side yard on each of the main building of not less than five feet for dwellings of one story, and of not less than ten feet for dwellings of more than one story, except as hereafter as provided in article V, division 2 of this chapter.

- b. For unattached buildings of accessory use there shall be a side yard of not less five feet; provided, however, that unattached one story buildings of accessory use shall not be required to set back more than three feet from an interior side lot line when all parts of the accessory building are located more than 90 feet behind the lot lines.
 - c. For dwellings and accessory buildings located on corner lots there shall be a side yard setback from the intersecting street of not less than 15 feet in case such lot is back with another corner lot, and 25 feet in every other case. The interior side yard of a corner lot shall be the same as for dwellings and accessory buildings on an interior lot.
 - d. Churches, main and accessory buildings, other than dwellings, and buildings accessory to dwellings, shall set back from all exterior and interior side lot lines a distance of not less than 25 feet.
- (3) *Rear yard.* There shall be a rear yard for a main building of not less than ten feet. Unattached buildings of accessory use may be located in the rear yard of a main building.
- (4) *Lot width.* For dwellings there shall be a minimum lot width of 60 feet at the front building line, and such lot shall abut on a street for a distance of not less than 35 feet.
- (5) *~~Intensity of use~~ Lot area.*
- a. For each dwelling, and building accessory thereto, there shall be a lot area of not less than 7,500 square feet.
 - b. For churches and main and accessory buildings, other than dwelling and buildings accessory to dwellings, the lot area shall be adequate to provide the yard areas required by this subsection and the off-street parking areas that the lot area for a church shall not be less than 21,000 square feet.
- (6) *~~Impervious~~ Coverage.* Main and accessory buildings shall not cover more than 45 percent of the lot area on interior lots, and 50 percent of the area on corner lots. Accessory buildings shall not cover more than ten percent of the impervious cover requirements.
- (7) *Fencing.* Permanent six-foot fences shall be erected along all rear and side property lot lines which abut another residential lot or land use. Except in situations where the lot is 100 feet or more in width or is 0.50 acres or more in size. Placement of any fencing along the side property lines shall start at the rear elevation of the dwelling and proceed to the rear property line. All wooden fences shall have metal post of sufficient gauge and diameter, embedded in concrete to support the weight and wind load of the fence. Wooden fence post will not be allowed after July 31, 2011.
- (8) ~~*Front exterior walls.* There shall be a minimum of 75 percent brick, stone or stucco construction on all front exterior walls.~~ *Fence beautification standards:*
- a. Newly installed fencing constructed with untreated wood lumber or other materials shall:
 - i. Be painted with a clear coat, excluding metal posts, or
 - ii. Be painted in earth tone colors, excluding metal posts, or
 - iii. Be prefabricated in earth tone colors excluding metal posts.
 - b. Newly installed fencing constructed with pressure treated wood lumber is not required to meet any standard in subsection (a).
 - c. All fences shall be constructed with the attractive portions facing outwards from the property if bordering on a public street, excluding alleys.
- (9) *Driveways and sidewalks.* An improved impervious driveway shall be constructed for each dwelling unit, and each driveway shall include enough area for two parking spaces. Sidewalks

shall be constructed as specified in section 36-140. In addition, a fee in lieu of sidewalks may be required as specified in section 36-143.

IV.

That Chapter 46 Zoning, Article IV Zoning District Regulations, Division 4 R-3 Single Family Dwelling District, Code of Ordinances, City of Elgin, Texas, is hereby amended by modifying Section 46-303 – Area regulations and Section 46-304 - Zero lot line two-family dwellings; et. seq., which shall read as follows:

Sec. 46-303. - Area regulations.

The following are the area regulations in R-3 Single-Family Dwelling District:

- (1) *Front yard.* The minimum depth of the front yard shall be 15 feet. If 25 percent or more of the lots on one side of the street between two intersecting streets are improved with buildings, all of which have observed an average setback line of greater than 15 feet, and no building varies more than six feet from this average setback line, then no building shall be erected closer to the street line, than the minimum setback so established by the existing buildings; but this regulation shall not require a front yard of greater depth than 25 feet. When a yard has double frontage the front yard requirements shall be complied with on both streets.
- (2) *Side yard.*
 - a. For dwellings located on interior lots there shall be a side yard on each side of the main building of not less than five feet for dwellings of one story, and not less than 7½ feet for dwellings of more than one story, except as hereinafter provided in article V, division 2 of this chapter.
 - b. For unattached buildings of accessory use there shall be a side yard of not less than five feet; provided, however, that unattached one story buildings of accessory use shall not be required to set back more than three feet from an interior side lot line when all parts of the accessory building are located more than 50 feet behind the front line.
 - c. For dwelling and accessory buildings located on corner lots there shall be a side yard setback from the intersecting street of not less ten feet in case such lot is back to back with another lot, and 15 feet in every other case. The interior side yard of a corner lot shall be the same as for dwellings and accessory buildings on an interior lot.
 - d. Churches and main and accessory buildings, other than dwellings, and buildings accessory to dwellings, shall set back from all exterior and interior side lines a distance of not less than 15 feet.
- (3) *Rear yard.* There shall be a rear yard for a main building of not less than ten feet. Unattached buildings of accessory use may be located in the rear yard of a main building.
- (4) *Lot width.* For dwellings there shall be a minimum lot width of 50 feet at the building line, and such lot shall abut on a street for a distance of not less than 25 feet.
- (5) ~~*Intensity of use*~~ *Lot area.*
 - a. For each dwelling, and building accessory thereto, there shall be lot area of not less than 6,000 square feet.
 - b. For churches and main and accessory buildings, other than dwellings and buildings accessory to dwellings, the lot area shall be adequate to provide the yard areas required in this subsection; provided, however, that the lot area for a church shall not be less than 10,000 square feet.

- (6) ~~Impervious Coverage~~. Main and accessory buildings shall not cover more than 45 percent of the lot area on interior lots, and 50 percent of the area on corner lots. Accessory buildings shall not cover more than ten percent of the impervious cover requirements.
- (7) *Fencing*. Permanent six-foot fences shall be erected along all rear and side property lot lines which abut another residential lot or land use. Except in situations where the lot is 100 feet or more in width or is 0.50 acres or more in size. Placement of any fencing along the side property lines shall start at the rear elevation of the dwelling and proceed to the rear property line. All wooden fences shall have metal post of sufficient gauge and diameter, embedded in concrete to support the weight and wind load of the fence. Wooden fence post will not be allowed after July 31, 2011.
- (8) ~~Front exterior walls. There shall be a minimum of 75 percent brick, stone or stucco construction on all front exterior walls.~~ Fence beautification standards:
 - a. Newly installed fencing constructed with untreated wood lumber or other materials shall:
 - i. Be painted with a clear coat, excluding metal posts, or
 - ii. Be painted in earth tone colors, excluding metal posts, or
 - iii. Be prefabricated in earth tone colors excluding metal posts.
 - b. Newly installed fencing constructed with pressure treated wood lumber is not required to meet any standard in subsection (a).
 - c. All fences shall be constructed with the attractive portions facing outwards from the property if bordering on a public street, excluding alleys.
- (9) *Driveways and sidewalks*. An improved impervious driveway shall be constructed for each dwelling unit, and each driveway shall include enough area for two parking spaces. Sidewalks shall be constructed as specified in section 36-140. In addition, a fee in lieu of sidewalks may be required as specified in section 36-143.

Sec. 46-304. - Zero lot line two-family dwellings.

- (a) *Subdivision for separate title*. A two-family dwelling may be subdivided through the common wall for the sole purpose of creating a separate fee simple title for each dwelling unit provided that the parcel containing each dwelling unit shall not be less than 3,000 square feet and provided each parcel had access to a public street and meets all applicable ordinances.
- (b) *Minimum criteria for development*. The following items are established as minimum criteria for development within the zero lot line two-family dwellings:
 - (1) Front yards shall have a minimum of 60 percent landscaped area.
 - (2) Front yards and side street yards shall be sodded and landscaped prior to an issuance of a certificate of occupancy.
- (c) *Privacy Fencing*. Permanent six-foot fences shall be erected along all rear and side property lot lines which abut another residential lot or land use. Except in situations where the lot is 100 feet or more in width or is 0.50 acres or more in size. Placement of any fencing along the side property lines shall start at the rear elevation of the dwelling and proceed to the rear property line. All wooden fences shall have metal post of sufficient gauge and diameter, embedded in concrete to support the weight and wind load of the fence. Wooden fence post will not be allowed after July 31, 2011.
- (d) ~~Impervious Coverage~~. Main and accessory buildings shall not cover more than 45 percent of the lot area on interior lots, and 50 percent of the area on corner lots. Accessory buildings shall not cover more than ten percent of the impervious cover requirements.

V.

That Chapter 46 Zoning, Article V Supplementary District Regulations, Division 2 Open Space, Code of Ordinances, City of Elgin, Texas, is hereby amended by modifying Section 46-534. – Fence, hedge, or enclosure wall et. seq., which shall read as follows:

Sec. 46-534. - Fence, hedge or enclosure wall.

- (a) A fence, hedge or enclosure wall provided:
 - (1) No solid fence or enclosure wall shall exceed a height of six feet and no such six-foot fence or enclosure shall extend beyond the front of a dwelling exclusive of porches. (See Illustration)
 - (2) An ornamental fence may not exceed four feet in height but shall have a ratio of solid material to open space not in excess of one-to-four and shall be allowed to extend to the front property line;
 - (3) Any fence, hedge or enclosure wall on a corner lot, and situated within 15 feet of the intersections of the two street lines shall not extend all the way to the corner of the property and shall not create any visual obstruction to traffic on a public street or highway. (See illustration of corner lot.)
 - (4) A privacy fence shall be at least six feet in height on the sides of the dwelling and no more than seven feet in height at the rear property line.
- (b) All wooden privacy fences shall have metal post of sufficient gauge and diameter, embedded in concrete to support the weight and wind load of the fence. Wooden privacy fence posts will not be allowed for construction after July 31, 2011.
- (c) Fences shall be maintained in a safe condition and in good repair, with all components free from deterioration, dilapidation, rot, and rust, loosening, or leaning.
- (d) Common fences between properties will be the responsibly of all owners to maintain.

(e) Fence beautification standards:

- (1). Newly installed fencing constructed with untreated wood lumber or other materials shall:
 - i. Be painted with a clear coat, excluding metal posts, or
 - ii. Be painted in earth tone colors, excluding metal posts, or
 - iii. Be prefabricated in earth tone colors excluding metal posts.
- (2). Newly installed fencing constructed with pressure treated wood lumber is not required to meet any standard in subsection (1).
- (3). All fences shall be constructed with the attractive portions facing outwards from the property if bordering on a public street, excluding alleys.

VI.

That Chapter 46 Zoning, Article V Supplementary District Regulations, Division 5 Off-street automobile and vehicular parking and loading, Code of Ordinances, City of Elgin, Texas, is hereby amended by modifying Section 46-635. - Amount of off-street parking and loading required, et. seq., which shall read as follows:

Sec. 46-635. - Amount of off-street parking and loading required.

- (a) Off-street parking and loading facilities shall be provided in all zoning districts, except within the downtown historic district, in accordance with the following schedule:
- (1) Dwelling, single-family or two-family: Two parking spaces for each separate dwelling unit within the structure ~~and a two-car garage either attached or detached for each unit within the structure.~~
 - (2) Dwelling, multiple-family: Two parking spaces shall be provided upon the lot for each dwelling unit. No parking shall be permitted in the required front yard. No parking shall be allowed within four feet of any building, nor closer than two feet to the side yard lines. No parking space shall be used for storage of any trucks, truck-trailer or van, except panel and pickup trucks not exceeding one-ton capacity and boat and travel trailers may be parked in a required parking space when the operator or owner of such vehicle resides upon the premises. All parking spaces shall be so arranged as to permit vehicles to be parked and removed without moving one car to facilitate the movement of the other. All parking areas shall be paved according to the city's standard specifications. Travel trailers, recreational vehicles and other trailers as defined in this section shall not exceed eight feet in width or 40 feet in length. At no time shall any such vehicle, recreational vehicle, motor home or trailer be parked so as to block a sidewalk.
 - (3) Boardinghouse, roominghouse, tourist home, bed and breakfast or hotel: One parking space for each two guests provided overnight accommodations.
 - (4) Hospitals: One space for each four patient beds, exclusive of bassinets, plus one space for each staff or visiting doctor, plus one space for each three employees including nurses, plus adequate area for the parking of emergency vehicles.
 - (5) Medical or dental clinics or offices: Six spaces per doctor plus one space for each two employees.
 - (6) Sanatoriums, convalescent or nursing homes: One space for each six patient beds, plus one space for each staff or visiting doctor plus one space for each two employees including nurses.
 - (7) Community center, theater, auditorium, church sanctuary: One parking space for each four seats, based on maximum seating capacity.
 - (8) Convention hall, lodge, club, library, museum, place of amusement or recreations: One parking space for each 50 square feet of floor area used for assembly or recreation in the building.
 - (9) Office building: One parking space for each 300 square feet of gross floor area in the building, exclusive of the area used for storage, utilities and building service.
 - (10) Restaurants, cafes, dinners, clubs, bars and other establishments which provide tables and/or bar seating: One parking space for each four seats and one space for each two employees.
 - (11) Commercial establishments not otherwise classified: One parking space for each 150 square feet of floor space used for retail trade in the building and including all areas used by the public.
 - (12) Industrial establishments: Adequate area to park all employees and customers' vehicles at all times and adequate space for loading, unloading and storing all vehicles used incidental to or as a part of the primary operation of the establishment.
 - (13) Public elementary school and middle school (junior high): One space per 300 square feet of classrooms.
 - (14) Private school, primary: One space per 300 square feet of classrooms.
 - (15) Private school, secondary: One space per 200 square feet of classrooms.
 - (16) Public high school: One space per 200 square feet of classrooms.

(17) Post-secondary institution: One space for each 2 residents for dormitories or other residences; 1 space for each 500 square feet of gymnasium and classrooms; 1 space for each 300 square feet of administrative and office space.

- (b) For all uses not covered by the uses listed in subsection (a) of this section, the planning and zoning commission shall make a determination of the parking demand to be created by the proposed use, and the amount of parking thus determined shall be the off-street parking requirement for the permitted use.
- (c) Zoning districts located within the downtown historic district shall not have any minimum parking requirements or loading zone requirements as denoted in subsection (a) or (b). Any off-street parking constructed voluntarily within the downtown historic district shall be limited to a maximum of six parking spaces, this standard shall not be applicable to any government or transit authority created off-street parking spaces. Creation of voluntary on-site loading zones shall also be prohibited within the downtown historic district, however this standard shall not be applicable to any government or transit authority created on-site loading zones.

VII.

- A. All ordinances, parts of ordinances, or resolutions in conflict herewith are expressly repealed.
- B. The invalidity of any section or provision of this ordinance shall not invalidate other sections or provisions thereof.
- C. The City Council hereby finds and declares that written notice of the date, hour, place and subject of the Planning & Zoning Commission meeting at which this Ordinance was recommended was posted and that such meeting was open to the public as required by law at all times during which this Ordinance and the subject matter hereof were discussed, considered and formally acted upon, all as required by the Open Meetings Act, Chapter 551, Texas Government Code, as amended.
- D. The City Council hereby finds and declares that written notice of the date, hour, place and subject of the meeting at which this Ordinance was adopted was posted and that such meeting was open to the public as required by law at all times during which this Ordinance and the subject matter hereof were discussed, considered and formally acted upon, all as required by the Open Meetings Act, Chapter 551, Texas Government Code, as amended.

READ, PASSED, and ADOPTED on this 5th day of January 2021.

Ron M. Ramirez, Mayor

ATTEST:

Amelia Sanchez, City Secretary



Elgin City Council Meeting Agenda Item Executive Summary

**ITEM: A RESOLUTION OF THE CITY OF ELGIN, TEXAS AUTHORIZING
OFFICIAL SIGNATORIES FOR ALL CITY ACCOUNTS WITH THE CITY
BANK DEPOSITORY FIRST NATIONAL BANK, OF ELGIN, TEXAS**

DEPARTMENT: Finance

PROPOSED ACTION: Approve Resolution as presented.

BACKGROUND: As a result of the election of a new Mayor in November 2020 and appointment of a new Mayor Pro Tem at the most recent Council meeting, it is necessary to change the signatories on the City's bank account with First National Bank. Formal changes to the signature cards for the City's accounts must be approved by the City Council in the form of a Resolution. Chapter VII, Section 3 of the City Charter designates the Mayor and Mayor Pro Tem to be two of the four signatories authorized to sign checks on behalf of the City. Inasmuch as these two individuals have changed recently, it is necessary to pass a Resolutions by the Council to authorize the new signers.

Approval of the Resolution proposed for this agenda item will satisfy this requirement.

BUDGET/FINANCIAL IMPACT:

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

RECOMMENDATION: Approval of Resolution as submitted.

ATTACHMENTS: Copy of Resolution

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

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

RESOLUTION NO.**CORPORATE AUTHORIZATION RESOLUTION**

FIRST NATIONAL BANK OF BASTROP
489 HWY 71 W
BASTROP, TEXAS 78602

CITY OF ELGIN
310 N MAIN STREET
ELGIN, TEXAS 78621

Referred to her within as "Financial Institution"

ALL ACCOUNT #'s

Referred to here within as "Corporation"

I, Amelia Sanchez, certify that I am the Secretary (clerk) of the above-named Corporation organized under the laws of the State of Texas, Federal Employer I. D. Number 74-6000822, engaged in business under the trade name of City of Elgin, Texas, and that the Resolution on this document is a correct copy of the Resolution adopted at a meeting of the Board of Directors (City Council) of the Corporation duly and properly called and held on January 5, 2021. This Resolution appears in the minutes of this meeting and has not been rescinded or modified.

AGENTS: Any agent listed below, subject to any written limitations, is authorized to exercise the powers granted as indicated below.

Name and Title / Position	
A. Ron M. Ramirez, Mayor	B. Sue Brashar, Mayor Pro Tem
C. Thomas L. Mattis, City Manager	
D. Amelia Sanchez, City Secretary	

POWERS GRANTED: (Attach one or more Agents to each power by placing the letter corresponding to their name in the area before each power. Following each power indicate the number of Agents signatures required to exercise the power.

A, B, C, D, E	Description of Power	Signatures Required
A, B, C, D	(1) Exercise all of the powers listed in this resolution	2
A, B, C, D, E	(2) Open any deposit or share account(s) in the name of the corporation	2
A, B, C, D, E	(3) Endorse checks and orders for the payments of money or otherwise withdraw or transfer funds on deposits with this Financial Institution	1
A, B, C, D	(4) Borrow money on behalf and in the name of the Corporation, sign, execute and deliver promissory notes or other evidences or indebtedness.	2
A, B, C, D	(5) Endorse, assign, transfer, mortgage or pledge bills receivable, warehouse receipts, bills of lading, stocks, bonds, real estate or other property now owned or hereafter owned or acquired by the Corporation as security for sums borrowed, and to discount the same, unconditionally guarantee payments of all bills received, negotiated or discounted and to waive demand, presentment, protest, notice of protest, and notice of non-payment	2
A, B, C, D	(6) Enter into a written lease for the purpose of renting, maintaining, accessing and terminating a Safe Deposit Box in this Financial Institution.	2
	(7) Other:	

LIMITATIONS OF POWERS: The following are the Corporation's express limitations on the powers granted under this resolution. NONE

CERTIFICATION OF AUTHORITY

I further certify that the Board of Directors of the Corporation (City Council) has, and at the time of adoption of this resolution had, full power and lawful authority to adopt a Resolution, and to confer the powers granted above to the persons named who have full power and lawful authority to exercise the same.

☒ If checked, the Corporation is a non-profit corporation.

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

The City Council of the City of Elgin has authorized the Agents listed here within this resolution to have the financial duties and responsibilities and shall become effective the date of adoption of the Corporate Resolution.

APPROVED AND RESOLVED BY THE CITY COUNCIL OF THE CITY OF ELGIN, TEXAS ON THIS THE 5th DAY OF JANUARY, 2021.

CITY OF ELGIN

Ron M. Ramirez, Mayor

ATTEST:

In Witness Whereof, I have subscribed my name to this document and affixed the Seal of the Corporation on this the 5th day of January 2021.

Amelia Sanchez, City Secretary



Elgin City Council Meeting Agenda Item Executive Summary

ITEM: Discussion and possible direction to staff regarding the distribution of Community Non-Profit Support funding as included in the FY2020-21 Annual Operating Budget

DEPARTMENT: City Manager/Finance

PROPOSED ACTION:

This item has been placed on the agenda for general discussion and possible action relating to pending requests for funding and/or donations from various community non-profit groups and/or organizations.

BACKGROUND:

The City has annually considered requests and provided funding to various on-profit groups and organizations serving the Elgin Community. Based on the City's commitment to this effort in prior years, the City Council approved an overall funding set-aside of **\$31,000** for this purpose in the FY20-21 Annual Budget. Also typical of prior years, however, the City has received requests from such organizations that totals more **\$46,500**.

To that end, the staff enlisted the help of three City Councilmembers who have reviewed and scored the applications; ultimately resulting in a recommendation as to the distribution of the funds budgeted for the current fiscal year.

BUDGET/FINANCIAL IMPACT:

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

RECOMMENDATION:

Consideration of and direction to staff regarding the distribution of Community Non-Profit Support funding as included in the FY2020-21 Annual Operating Budget.

ATTACHMENTS:

Various information regarding the proposed distribution of said funds.

{ } 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: Discussion of and/or possible action on interim appointment(s) to vacant Ward 3 City Council seat(s)

DEPARTMENT: Mayor and City Council

PROPOSED ACTION:

Consideration of possible interim appointment(s) to currently vacant Ward 3 City Council seat(s).

BACKGROUND:

Due to a variety of circumstances, both Ward 3 City Council seats have become temporarily vacant and are eligible for appointment(s) by the seated Council until same can be placed on the ballot for the upcoming May 2021 city election.

The Council has solicited, received, and reviewed applications from various interested citizens interested in being appointed to these interim positions. The Council has now reduced that list down to four finalists.

If and when such appointments are made, the Ward 3 seat (formerly Lopez) appointee would serve only until the May, 2021 election when that seat will be placed on the ballot to “fill the unexpired term” (which at that point, will be just one (1) year). The Ward 3 seat (formerly Jones) appointee would also serve only until the May 2021 election, which would complete “the unexpired term” for that seat.

The end result being that both such appointees will serve only until May 2021, when both such seats will be on the ballot for consideration by Elgin electors.

BUDGET/FINANCIAL IMPACT:

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

RECOMMENDATION:

Discussion of and/or possible interim appointment(s) to vacant Ward 3 City Council seat(s); and direction to staff as appropriate.

ATTACHMENTS:

Applications of designated finalists

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

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

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

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



Elgin City Council Meeting Agenda Item Executive Summary

ITEM: Appointment/re-appointment of members to various City Commissions, Boards, and/or Committees including the Planning & Zoning Commission, Board of Adjustments, Library Advisory Board, Parks & Recreation Advisory Board, Economic Development Corporation Board of Directors, Tax Increment Reinvestment Zone Board of Directors, Historic Review Board, Main Street Board of Directors, and Building Standards Commission

DEPARTMENT: Administration

PROPOSED ACTION: Appointment/re-appointment of members to the Planning & Zoning Commission, Board of Adjustments, Library Advisory Board, Parks & Recreation Advisory Board, Economic Development Corporation Board of Directors, Tax Increment Reinvestment Zone Board of Directors, Historic Review Board, Main Street Board of Directors, and Building Standards Commission as applicable.

BACKGROUND:

Ordinance 2017-10-10-19 provides for policies and procedures regarding annual appointments to various City Commissions, Boards, and/or Committees. The City Secretary has previously provided a report to Council in compliance with the requirements of city code; and now such appointments and/or re-appointments are ready for Council's consideration.

Included with the packet are copies of all applications for consideration to such commission, boards, and committees received by the City Secretary to date.

BUDGET/FINANCIAL IMPACT:

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

RECOMMENDATION: Appointment/re-appointment of members to the Planning & Zoning Commission, Board of Adjustments, Library Advisory Board, Parks & Recreation Advisory Board, Economic Development Corporation Board of Directors, Tax Increment Reinvestment Zone Board of Directors, Historic Review Board, Main Street Board of Directors, and Building Standards Commission as determined by the Mayor and City Council; and direction to staff as may be deemed appropriate.

ATTACHMENTS: (1) City Secretary Report, (2) Ordinance, and (3) Applications

{ } 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. 2017-10-10-19

AN ORDINANCE ESTABLISHING GENERAL RULES AND PROCEDURES, INCLUDING APPOINTMENTS, TERM LIMITS, AND RELATED MATTERS FOR ALL BOARDS AND COMMISSIONS OF THE CITY OF ELGIN, TEXAS; REPEALING ALL OTHER ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT THEREWITH; AND PROVIDING FOR A SAVINGS CLAUSE

WHEREAS, Article XI of the Home Rule Charter of the City of Elgin provide the City Council with exclusive authority to establish “boards and commissions as it may deem necessary conduct of city business and management of municipal affairs”; and,

WHEREAS, Article XI of the Home Rule Charter of the City of Elgin further provides the City Council with authority to establish “authority, functions, and responsibilities of such boards and commissions”; and,

WHEREAS, the City Council is now desirous of establishing, among other items, procedural consistency regarding the appointment schedules for all such boards and commissions as well as term limits regarding same.

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

I.

Sec. 1 - Purpose.

The purpose of this Ordinance is to establish clarity as to general rules and procedures for all City of Elgin Boards and Commissions.

Sec. 2 – City Charter Authority

Article XI of the Home Rule Charter of the City of Elgin, states “The city council shall have the authority to establish by ordinance for the such boards and commissions as it may deem necessary conduct of city business and management of municipal affairs. The authority, functions, and responsibilities of such boards and commissions shall be such as is spelled out in the ordinance establishing them. All existing boards and commissions

heretofore established shall be continued in accordance with the ordinance or other acts under which they have been created, or until the city council shall by ordinance abolish, modify, or alter the ordinances or acts under which they exist. Notwithstanding, any other provision of this Charter the elected city council shall have paramount authority over all matters affecting the budgets, appropriation of funds expenditures, purchases, and sale of properties and procedures for accounting therefore consistent with the express provisions of this Charter and applicable provisions of the State Constitution and law of this State."

Sec. 3 – Boards and Commissions

(1) As of the date of this Ordinance, the following Boards and/or Commissions have been authorized and or duly recognized by the City Council:

- Planning & Zoning Commission
- Board of Adjustment
- Library Advisory Board
- Parks & Recreation Advisory Board
- Economic Development Corporation Board of Directors
- Tax Increment Reinvestment Zone Board of Directors
- Public Safety Advisory Committee
- Historic Review Board
- Main Street Board of Directors
- Building Standards Commission

- (2) Ad hoc boards may be temporarily appointed and terminate upon completion of a specific task or special purpose for which it was created, or when abolished by a majority vote of the City Council. No ad hoc board shall have powers other than advisory to the City Council.

Sec. 4 – Meeting Times and Agenda

Boards, commissions, and committees shall set their own meeting times. All boards, commissions, and committees shall be subject to these rules. Each board, commission, and committee shall set their own agenda, so long as it is in accordance with the Texas Open Meetings Act.

Sec. 5 – Regulatory Authority

The Board of Adjustments, Economic Development Corporation, and Planning and Zoning Commission, are the only boards and commissions that have regulatory authority.

Sec. 6 – Appointments

The City Council will review applications and may, at their discretion, interview eligible applicants for open positions on boards and commissions. Applications are accepted year-round and will be kept on file in the City Secretary's Office until the next appointment process.

Sec. 7 – Board and/or Commission Members

Members appointed to boards or commissions serve at the will of the Council and may be removed, replaced, or not reappointed at the discretion of the Council, by majority vote, with or without cause. When conducting the business of the City, appointed members of all boards or commissions shall follow the rules of procedure set forth by the City Council.

Sec. 8 – Qualifications of Board and/or Commission Appointees

- (1) Members appointed to boards and commissions, for at least twelve (12) months preceding their appointment, must be
 - a. registered voters of the city who have resided within the corporate limits of the City of Elgin, or within territory annexed prior to the appointment; or
 - b. an owner of real property within the corporate limits of the City; or,
 - c. an owner of a business located within the corporate limits of the City.
- (2) Members appointed to boards and commissions should not have any delinquent City taxes, City utilities, or other City assessments; and must not have any pending claim against the City.
- (3) Members appointed to boards and commissions serve without compensation and must not be employed by or hold any other position in city government.
- (4) No member of a board or commission may remain in his/her position after being elected or appointed to City Council.
- (5) In addition to any other requirements prescribed by the City Council, members must maintain the qualifications established while in office.

Sec. 9 – Uniform Appointment Schedule for Board and/or Commission Members

All board and/or commission appointments shall be made at the Regular Meeting of the City Council in January of each year. The City Secretary shall establish deadlines and procedures for providing all applications to the City Council relating to upcoming board and commission appointments at least thirty (30) days prior to the January Regular City Council Meeting each year.

Sec. 10 – Open Government Training

Upon initial appointment, within 90 days of taking the oath of office or assuming duties, all board, commission, and or committee members shall be required to watch the Texas Public Information Act and the Texas Open Meetings Act training videos as provided by the City Secretary.

Sec. 11 –Waiver of Qualifications Requirements

Solely at its discretion, the City Council may consider on a case-by-case basis the waiver of any and all such qualification requirements and/or rules for individual appointments to any board or commission as they may be deemed warranted in serving the best interest of the City.

II.

A. All ordinances, parts of ordinances, or resolutions in conflict herewith are expressly repealed.

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

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

READ, PASSED, and ADOPTED on first reading this 10th day of October 2017.

CHRIS CANNON, Mayor
City of Elgin, Texas

ATTEST:

Amelia Sanchez, City Secretary



MEMORANDUM

Date: December 21, 2020

Updated

To: Mayor, Mayor Pro Tem and Council

From: Amelia Sanchez, City Secretary

Re: Appointments/Re-Appointments to Boards and Commissions

Pursuant to Ordinance No. 2017-10-10-19, Section 9, I have attached a list of Board and Commissions upcoming vacancies, expiration dates and applications received to date. Included are names of current members wishing to be re-appointed.

Terms expiring 12-31-20

Board of Adjustment:

Franklin Boettcher

Ruby Simms

Shifton McShan

All three would like to be re-appointed.

No applications submitted.

Building Standards Commission

No re-appointments.

There are 3 vacancies.

Application received: Barry Barker (no rank for this on his application).

Economic Development Board

Bryan Bracewell

Molly Alexander

Both would like to be re-appointed.

Applications received attached:

Barry Barker (1st choice), Sarah Gudenkauf (2nd choice) Walton Quinn (2nd choice), Monica Nava

(3rd choice)

Council Member Brashar would like to be re-appointed

Council Member Bega term expires, does not wish to be re-appointed

Need 1 more Council Member appointment

Historic Review Board

Robert Ryland

Would like to be re-appointed.

There are 2 vacancies. Application attached: Marla Jensen (2nd choice) Yennifer Ibarra, (3rd choice), Barry Barker (listed on application, but no rank) Sherri Richardson (2nd choice) Lee Martsching (3rd choice) Sarah Gudenkauf (3rd choice) Janet Gudenkauf (listed as interest)

Library Advisory Board

3 Vacancies.

Applications received: Yenifer Ibarra, (1st choice) Janet Gudenkauf (1st choice) Sarah Gudenkauf (4th choice) Jordan Brunes (only choice)

Main Street Board

Theresa McShan

Stacey Gruetzner Wilhite

Marla Jensen

All 3 would like to be re-appointed.

There are 2 vacancies.

Applications attached: Sarah Gudenkauf (1st choice), Marla Jensen, (1st choice) Monica Nava (2nd choice), Walton Quinn (3rd choice) Sherri Richardson (1st choice) Ashley Dahlke (only choice) Lee Martsching (2nd choice)

Parks and Rec Advisory Board

Sonya Rangel

She would like to be re-appointed

There are 4 vacancies.

Applications attached: Carlos Gandia (only choice), C Farnsworth (1st choice), Jessica Hunziker (only choice), Katherine Salmon (only choice), Krystal Carlson (only choice), Malorie Harrod (only choice), Nicholas Arthur (1st choice), Randall Krapf (only choice) Walton Quinn (4th choice) Sarah Gudenkauf (5th choice) Janet Gudenkauf (3rd choice)

Planning & Zoning Commission:

Antonio Prete

Dorothy McCarther

Jason Tatum

David Langford

All four members would like to be re-appointed.

There are no vacancies.

No applications received.

Municipal Court Security Committee

Re-appointments:

Amanda Carter

Patrick South

Yadi Duque

Susie Arreaga

Mary Penson

2 Vacancies

**Charles Stone, Bailiff (consider appointing) and 1 other Council Member
Council Member Lopez is no longer on City Council.**

From: noreply@civicplus.com
To: [Amelia Sanchez](#)
Subject: Online Form Submittal: Application for Community Boards
Date: Friday, November 20, 2020 3:24:03 PM

CAUTION: This email originated from outside of the City of Elgin. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Application for Community Boards

Step 1

First Name	Barry
Last Name	BARKER
Telephone	<i>Field not completed.</i>
Telephone	
Telephone	512-563-5407
Address	1127 Robin Rd
City	ELGIN
State	TX
Zip Code	78621
Mailing Address	PO Box 891
City	Elgin
State	TX
Zip Code	78621
Email Address	elginsprinkler@gmail.com
Is email a way of contacting you promptly?	Yes
If not, how?	<i>Field not completed.</i>
Which of the Following Boards or Commissions Would You Like to Serve On	Building Standards Commission, Economic Development Corporation, Historic Review Board

If you apply for multiple boards/commissions, please rank your preferences as 1st, 2nd, 3rd, etc.	EEDC
Why do you want to serve on this board?	To have input on and help attract new business to Elgin
(Section Break)	
Occupation and/or Area(s) of Expertise	Owner: Post Oak Hardware, Elgin Sprinkler & Trenching
Education	BA Texas Christian Univ
Additional Information	
(1) Do you reside within the City Limits of Elgin?	Yes
If yes, Council Ward:	<i>Field not completed.</i>
(2) Do you reside within the Elgin Independent School District?	Yes
(3) Are you a registered Voter?	Yes
(4) For at least the preceding twelve (12) months	
I am a registered voter of the city who has resided within the corporate limits of the City of Elgin; or,	Yes
I am an owner of real property within the corporate limits of the City of Elgin; or,	Yes
I am an owner of a business located within the corporate limits of the City of Elgin.	Yes
(5) I have no delinquent City of Elgin taxes, utilities, or other City assessments; and have no pending claim against the City.	Yes
(6) I receive no compensation from nor am I employed by, nor hold any other position with, the	Yes

City of Elgin government.

(7) Are you currently serving on any other City Board/Commission/Committee? No

If yes, please indicate name: *Field not completed.*

(8) Do you or your employer have any business dealings with the City of Elgin that might present a conflict of interest? No

If yes, please explain: *Field not completed.*

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

I have read, understand, accept all Elgin City Code requirements relative to my proposed membership to the City of Elgin Board and/or Commission for which I am applying; and, based on my understanding of those requirements, hereby represent that I am fully qualified to serve accordingly. bb

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

Signature of Applicant Barry Barker

Date 11/20/2020

Email not displaying correctly? [View it in your browser.](#)

From: noreply@civicplus.com
To: [Amelia Sanchez](#)
Subject: Online Form Submittal: Application for Community Boards
Date: Tuesday, September 1, 2020 6:43:49 PM

CAUTION: This email originated from outside of the City of Elgin. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Application for Community Boards

Step 1

First Name	Monica
Last Name	Nava
Telephone	7022754753
Telephone	5128279747
Telephone	7022754753
Address	114 N Main St
City	Elgin
State	TX
Zip Code	78621
Mailing Address	114 N Main St
City	Elgin
State	TX
Zip Code	78621
Email Address	monica@chemncafe.com
Is email a way of contacting you promptly?	Yes
If not, how?	<i>Field not completed.</i>
Which of the Following Boards or Commissions Would You Like to Serve On	Economic Development Corporation, Envision Elgin, Main Street Board

If you apply for multiple boards/commissions, please rank your preferences as 1st, 2nd, 3rd, etc.

1. Envision Elgin, 2. Main Street Board, 3. Economic Development Corporation

(Section Break)

Reference 1	Allan Tolbert
Email Address	tolbertproperties@paintingsmart.com
Address	1126 Swenson Blvd, Suite A
City	Elgin
State	TX
Zip Code	78621
Phone Number	512-619-6658
Fax Number	<i>Field not completed.</i>

(Section Break)

Reference 2	Sheldon Johnson
Email Address	<i>Field not completed.</i>
Address	<i>Field not completed.</i>
City	Elgin
State	TX
Zip Code	78621
Phone Number	5129959016
Fax Number	<i>Field not completed.</i>

(Section Break)

Reference 3	<i>Field not completed.</i>
Email Address	<i>Field not completed.</i>
Address	<i>Field not completed.</i>
City	<i>Field not completed.</i>
State	<i>Field not completed.</i>

Zip Code	<i>Field not completed.</i>
Phone Number	<i>Field not completed.</i>
Fax Number	<i>Field not completed.</i>
(Section Break)	
Occupation and/or Area(s) of Expertise	Marketing, Business Owner
Education	A.B. Business, ACC + A.S. Health Information Indiana University
Additional Information	
Do you reside within the City Limits of Elgin?	Yes
If yes, how long?	6 years
What Ward?	4
Do you reside within the Elgin Independent School District?	Yes
Do you own property or a business in the Elgin Area?	Yes
If yes, please specify business name and/or property location	Chemn Cafe
Are you a registered voter?	Yes
Are you currently serving on any other City of Elgin Board/Commission/Committee?	No
If yes, please indicate name	<i>Field not completed.</i>
Recognizing that serving on a Board or Commission is often time consuming, are you committed to attending all regularly scheduled meetings?	Yes
If not, why?	<i>Field not completed.</i>
Why would you like to serve on the selected Board or	As a business owner downtown, I would like to contribute my time and efforts to the growth and success of our city.

Commission?

Do you or your employer have any business dealings with the City of Elgin that might present a conflict of interest?	No
--	----

Do you have your employer's support to serve on a Board or Commission?	Yes
--	-----

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

Do you agree to complete any training necessary for the Board or Commission?	Yes
--	-----

How did you hear of the available position(s)?	Personal inquiry online.
--	--------------------------

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

Signature of Applicant	Monica L. Nava-Barker
------------------------	-----------------------

Date	9/1/2020
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Email not displaying correctly? [View it in your browser.](#)

From: noreply@civicplus.com
To: [Amelia Sanchez](#)
Subject: Online Form Submittal: Application for Community Boards
Date: Monday, November 9, 2020 7:43:07 PM

CAUTION: This email originated from outside of the City of Elgin. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Application for Community Boards

Step 1

First Name	Quinn
Last Name	Walton
Telephone	5123654680
Telephone	5128627935
Telephone	5123654680
Address	104 E 7th St
City	Elgin
State	TX
Zip Code	78621
Mailing Address	104 E 7th St
City	Elgin
State	TX
Zip Code	78621
Email Address	quinn.t.walton@gmail.com
Is email a way of contacting you promptly?	Yes
If not, how?	<i>Field not completed.</i>
Which of the Following Boards or Commissions Would You Like to Serve On	Economic Development Corporation, Envision Elgin, Main Street Board, Parks and Recreation Board

If you apply for multiple boards/commissions, please rank your preferences as 1st, 2nd, 3rd, etc.	1. Envision Elgin, 2. Economic Development Board, 3. Main Street Board, 4. Parks & Rec
Why do you want to serve on this board?	As an involved local of downtown Elgin, I want to make sure we grow in a healthy and sustainable way.
(Section Break)	
Occupation and/or Area(s) of Expertise	Real Estate, Local Music, Sustainability, Community Engagement
Education	Some College
Additional Information	
(1) Do you reside within the City Limits of Elgin?	Yes
If yes, Council Ward:	4
(2) Do you reside within the Elgin Independent School District?	Yes
(3) Are you a registered Voter?	Yes
(4) For at least the preceding twelve (12) months	
I am a registered voter of the city who has resided within the corporate limits of the City of Elgin; or,	No
I am an owner of real property within the corporate limits of the City of Elgin; or,	Yes
I am an owner of a business located within the corporate limits of the City of Elgin.	Yes
(5) I have no delinquent City of Elgin taxes, utilities, or other City assessments; and have no pending claim against the City.	Yes
(6) I receive no compensation from nor am I employed by, nor hold any other position with, the	Yes

City of Elgin government.

(7) Are you currently serving on any other City Board/Commission/Committee? No

If yes, please indicate name: *Field not completed.*

(8) Do you or your employer have any business dealings with the City of Elgin that might present a conflict of interest? No

If yes, please explain: *Field not completed.*

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

I have read, understand, accept all Elgin City Code requirements relative to my proposed membership to the City of Elgin Board and/or Commission for which I am applying; and, based on my understanding of those requirements, hereby represent that I am fully qualified to serve accordingly. QTW

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

Signature of Applicant Quinn Taylor Walton

Date 11/9/2020

Email not displaying correctly? [View it in your browser.](#)

From: noreply@civicplus.com
To: [Amelia Sanchez](#)
Subject: Online Form Submittal: Application for Community Boards
Date: Tuesday, October 6, 2020 7:43:31 PM

CAUTION: This email originated from outside of the City of Elgin. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Application for Community Boards

Step 1

First Name	Yenifer
Last Name	Ibarra
Telephone	9369948666
Telephone	<i>Field not completed.</i>
Telephone	9369948666
Address	109 Cates Cove
City	Elgin
State	Texas
Zip Code	78621
Mailing Address	109 Cates Cove
City	Elgin
State	Texas
Zip Code	78621
Email Address	Ibarra.yenifer05@gmail.com
Is email a way of contacting you promptly?	Yes
If not, how?	<i>Field not completed.</i>
Which of the Following Boards or Commissions Would You Like to Serve On	Public Safety Advisory Committee, Historic Review Board, Library Advisory Board

If you apply for multiple boards/commissions, please rank your preferences as 1st, 2nd, 3rd, etc.

Library Advisory Board
Public Safety Advisory Committee
Historic Review Board

(Section Break)

Reference 1	Jonathan Bedolla
Email Address	Jon.bed@hotmail.com
Address	105 Allison Cove
City	Elgin
State	Texas
Zip Code	78621
Phone Number	5122297315
Fax Number	<i>Field not completed.</i>

(Section Break)

Reference 2	Jackie Ruiz
Email Address	Jackie Ruiz
Address	133 Blue Ridge Trail
City	Elgin
State	Texas
Zip Code	78621
Phone Number	5126948616
Fax Number	<i>Field not completed.</i>

(Section Break)

Reference 3	Heather Rodriguez
Email Address	nicole66586@aol.com
Address	<i>Field not completed.</i>
City	<i>Field not completed.</i>
State	<i>Field not completed.</i>

Zip Code	<i>Field not completed.</i>
Phone Number	nicole66586@aol.com
Fax Number	<i>Field not completed.</i>
(Section Break)	
Occupation and/or Area(s) of Expertise	Teacher
Education	Bachelor of Business Administration
Additional Information	
Do you reside within the City Limits of Elgin?	Yes
If yes, how long?	5 years
What Ward?	<i>Field not completed.</i>
Do you reside within the Elgin Independent School District?	Yes
Do you own property or a business in the Elgin Area?	Yes
If yes, please specify business name and/or property location	Home. 109 Cates Cove, Elgin Texas 78621
Are you a registered voter?	Yes
Are you currently serving on any other City of Elgin Board/Commission/Committee?	No
If yes, please indicate name	<i>Field not completed.</i>
Recognizing that serving on a Board or Commission is often time consuming, are you committed to attending all regularly scheduled meetings?	Yes
If not, why?	<i>Field not completed.</i>
Why would you like to serve on the selected Board or Commission?	Elgin has become my home. I plan on raising my family here. I would like to be involved and contribute to this great town.

Do you or your employer have any business dealings with the City of Elgin that might present a conflict of interest?

No

Do you have your employer's support to serve on a Board or Commission?

No

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

Do you agree to complete any training necessary for the Board or Commission?

Yes

How did you hear of the available position(s)?

City of Elgin Website

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

Signature of Applicant

Yenifer Ibarra

Date

10/6/2020

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From: noreply@civicplus.com
To: [Amelia Sanchez](#)
Subject: Online Form Submittal: Application for Community Boards
Date: Friday, November 20, 2020 12:26:10 PM

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Application for Community Boards

Step 1

First Name	Sarah
Last Name	Gudenkauf
Telephone	5123184470
Telephone	5123184470
Telephone	5123184470
Address	813 Old McDade Rd
City	Elgin
State	TX
Zip Code	78621
Mailing Address	813 Old McDade Rd
City	Elgin
State	TX
Zip Code	78621
Email Address	sarah.gudenkauf@gmail.com
Is email a way of contacting you promptly?	Yes
If not, how?	<i>Field not completed.</i>
Which of the Following Boards or Commissions Would You Like to Serve On	Economic Development Corporation, Envision Elgin, Historic Review Board, Parks and Recreation Board, Library Advisory Board

If you apply for multiple boards/commissions, please rank your preferences as 1st, 2nd, 3rd, etc.

1. Envision Elgin; 2. Library Advisory Board; 3. Parks and Recreation Board; 4. Historic Review Board; 5. Economic Development Corporation

Why do you want to serve on this board?

Hello,
I own a home and have lived in Elgin since 2011 and I am eager to become more involved in serving my community. I am an educator and deeply believe in providing resources and opportunities to youth and their families. In addition to my experiences as an educator, I'm interested in helping to contribute to the future of Elgin as our town grows. I look forward to meeting and working with more members of our community through volunteering on a board.
Sincerely,
Sarah Gudenkauf

(Section Break)

Occupation and/or Area(s) of Expertise

Educational Consultant; I have been a middle and high school science and agriculture teacher, a school administer, and a district admister. I'm currently finishing my doctoral degree in Educational Leadership. In addition to education, I have a deep passion for and interest in sustainable agriculture and knowledge of farming and farming communities.

Education

Ed.D. Educational Leadership (in progress), M.Ed. Educational Leadership (Lamar University), BS Animal Behavior (Bucknell University)

Additional Information

(1) Do you reside within the City Limits of Elgin?

Yes

If yes, Council Ward:

1

(2) Do you reside within the Elgin Independent School District?

Yes

(3) Are you a registered Voter?

Yes

(4) For at least the preceding twelve (12) months

I am a registered voter of the city who has resided within the corporate limits of the City of Elgin; or,

Yes

I am an owner of real property within the corporate limits of the City of Elgin; or,

Yes

I am an owner of a business located within the corporate limits of the City of Elgin.

No

(5) I have no delinquent City of Elgin taxes, utilities, or other City assessments; and have no pending claim against the City.

Yes

(6) I receive no compensation from nor am I employed by, nor hold any other position with, the City of Elgin government.

Yes

(7) Are you currently serving on any other City Board/Commission/Committee?

No

If yes, please indicate name:

Field not completed.

(8) Do you or your employer have any business dealings with the City of Elgin that might present a conflict of interest?

No

If yes, please explain:

Field not completed.

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

I have read, understand, accept all Elgin City Code requirements relative to my proposed membership to the City of Elgin Board and/or Commission for which I am applying; and, based on my understanding of those requirements, hereby represent that I am fully qualified to serve accordingly.

SG

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

Signature of Applicant

Sarah Gudenkauf

Date

11/20/2020

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From: noreply@civicplus.com
To: [Amelia Sanchez](#)
Subject: Online Form Submittal: Application for Community Boards
Date: Tuesday, October 27, 2020 7:33:30 PM

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Application for Community Boards

Step 1

First Name	Carlos
Last Name	Gandia
Telephone	7373332784
Telephone	<i>Field not completed.</i>
Telephone	7373332784
Address	1114 W 2nd St
City	Elgin
State	TX
Zip Code	78621
Mailing Address	1114 W 2nd St
City	Elgin
State	TX
Zip Code	78621
Email Address	cgandiajr@gmail.com
Is email a way of contacting you promptly?	Yes
If not, how?	<i>Field not completed.</i>
Which of the Following Boards or Commissions Would You Like to Serve On	Parks and Recreation Board

If you apply for multiple boards/commissions, please rank your preferences as 1st, 2nd, 3rd, etc.

Field not completed.

Why do you want to serve on this board?

The state of our parks makes a huge impact on our community on both the personal and city level. To that end I would love to be able to participate in the decision making process determining how we can make our parks as awesome as possible. I believe I can provide a unique perspective and am more than willing to do the footwork to ensure that everyone is able to enjoy our parks equally and easily.

(Section Break)

Occupation and/or Area(s) of Expertise

Apple ID Site Support Engineer. Detail oriented, logistics, quick learner, avid gardener.

Education

Associates Degree

Additional Information

(1) Do you reside within the City Limits of Elgin?

Yes

If yes, Council Ward:

3

(2) Do you reside within the Elgin Independent School District?

Yes

(3) Are you a registered Voter?

Yes

(4) For at least the preceding twelve (12) months

I am a registered voter of the city who has resided within the corporate limits of the City of Elgin; or,

Yes

I am an owner of real property within the corporate limits of the City of Elgin; or,

Yes

I am an owner of a business located within the corporate limits of the City of Elgin.

No

(5) I have no delinquent City of Elgin taxes, utilities, or other

Yes

City assessments; and have no pending claim against the City.

(6) I receive no compensation from nor am I employed by, nor hold any other position with, the City of Elgin government. Yes

(7) Are you currently serving on any other City Board/Commission/Committee? No

If yes, please indicate name: *Field not completed.*

(8) Do you or your employer have any business dealings with the City of Elgin that might present a conflict of interest? No

If yes, please explain: *Field not completed.*

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

I have read, understand, accept all Elgin City Code requirements relative to my proposed membership to the City of Elgin Board and/or Commission for which I am applying; and, based on my understanding of those requirements, hereby represent that I am fully qualified to serve accordingly. CG

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

Signature of Applicant Carlos Gandia

Date 10/27/2020

Email not displaying correctly? [View it in your browser.](#)

From: noreply@civicplus.com
To: [Amelia Sanchez](#)
Subject: Online Form Submittal: Application for Community Boards
Date: Saturday, October 31, 2020 12:25:27 PM

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Application for Community Boards

Step 1

First Name	Jessica
Last Name	Hunziker
Telephone	<i>Field not completed.</i>
Telephone	<i>Field not completed.</i>
Telephone	512-751-7211
Address	206 Lake Placid Run
City	Elgin
State	Texas
Zip Code	78621
Mailing Address	206 Lake Placid Run
City	Elgin
State	Texas
Zip Code	78621
Email Address	jessahunziker@gmail.com
Is email a way of contacting you promptly?	Yes
If not, how?	<i>Field not completed.</i>
Which of the Following Boards or Commissions Would You Like to Serve On	Parks and Recreation Board

If you apply for multiple boards/commissions, please rank your preferences as 1st, 2nd, 3rd, etc.

Field not completed.

Why do you want to serve on this board?

The Recreation Department serves as the heart of the community. The events hosted have given my family a sense of belonging to our new hometown. As a mom and an experienced preschool teacher I understand the benefit of the gross motor activities a well planned playscape provides. I hope to serve my community by helping shape the way current and future neighbors come together and play.

(Section Break)

Occupation and/or Area(s) of Expertise

Early Childhood Educator

Education

AA General Studies

Additional Information

(1) Do you reside within the City Limits of Elgin?

Yes

If yes, Council Ward:

2

(2) Do you reside within the Elgin Independent School District?

Yes

(3) Are you a registered Voter?

Yes

(4) For at least the preceding twelve (12) months

I am a registered voter of the city who has resided within the corporate limits of the City of Elgin; or,

No

I am an owner of real property within the corporate limits of the City of Elgin; or,

Yes

I am an owner of a business located within the corporate limits of the City of Elgin.

No

(5) I have no delinquent City of Elgin taxes, utilities, or other

Yes

City assessments; and have no pending claim against the City.

(6) I receive no compensation from nor am I employed by, nor hold any other position with, the City of Elgin government. Yes

(7) Are you currently serving on any other City Board/Commission/Committee? No

If yes, please indicate name: *Field not completed.*

(8) Do you or your employer have any business dealings with the City of Elgin that might present a conflict of interest? No

If yes, please explain: *Field not completed.*

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

I have read, understand, accept all Elgin City Code requirements relative to my proposed membership to the City of Elgin Board and/or Commission for which I am applying; and, based on my understanding of those requirements, hereby represent that I am fully qualified to serve accordingly. JH

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

Signature of Applicant Jessica Hunziker

Date 10/31/2020

Email not displaying correctly? [View it in your browser.](#)

From: noreply@civicplus.com
To: [Amelia Sanchez](#)
Subject: Online Form Submittal: Application for Community Boards
Date: Friday, October 16, 2020 6:56:20 AM

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Application for Community Boards

Step 1

First Name	Katherine
Last Name	Salmon
Telephone	512-426-2094
Telephone	<i>Field not completed.</i>
Telephone	512-426-2094
Address	300 N Ave F
City	Elgin
State	TX
Zip Code	78621
Mailing Address	300 N Ave F
City	Elgin
State	TX
Zip Code	78621
Email Address	salmonpatty@gmail.com
Is email a way of contacting you promptly?	<i>Field not completed.</i>
If not, how?	<i>Field not completed.</i>
Which of the Following Boards or Commissions Would You Like to Serve On	Parks and Recreation Board

If you apply for multiple boards/commissions, please rank your preferences as 1st, 2nd, 3rd, etc.

Field not completed.

(Section Break)

Reference 1	Jeanne Williamson
Email Address	jeannewmson@gmail.com
Address	104 Stubblefield Dr.
City	Elgin
State	TX
Zip Code	78621
Phone Number	512-699-5085
Fax Number	<i>Field not completed.</i>

(Section Break)

Reference 2	Pat Palmer
Email Address	<i>Field not completed.</i>
Address	208 N Avenue G
City	Elgin
State	TX
Zip Code	78621
Phone Number	713-828-8125
Fax Number	<i>Field not completed.</i>

(Section Break)

Reference 3	Laurence Williamson
Email Address	laurencewmson@yahoo.com
Address	104 Stubblefield Dr
City	Elgin
State	TX

Zip Code	78621
Phone Number	512-587-7088
Fax Number	<i>Field not completed.</i>
(Section Break)	
Occupation and/or Area(s) of Expertise	Orientation and Mobility Specialist
Education	Masters plus
Additional Information	
Do you reside within the City Limits of Elgin?	Yes
If yes, how long?	2.5 years
What Ward?	4
Do you reside within the Elgin Independent School District?	<i>Field not completed.</i>
Do you own property or a business in the Elgin Area?	Yes
If yes, please specify business name and/or property location	300 North Avenue F
Are you a registered voter?	Yes
Are you currently serving on any other City of Elgin Board/Commission/Committee?	No
If yes, please indicate name	<i>Field not completed.</i>
Recognizing that serving on a Board or Commission is often time consuming, are you committed to attending all regularly scheduled meetings?	Yes
If not, why?	<i>Field not completed.</i>
Why would you like to serve on the selected Board or Commission?	I love being an Elginite and participating in all things that our community has to offer, I am an avid Parks and Rec user and am excited to watch our parks

develop and grow as well as the opportunities the department has to offer.

Do you or your employer have any business dealings with the City of Elgin that might present a conflict of interest?

No

Do you have your employer's support to serve on a Board or Commission?

Yes, No

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

Do you agree to complete any training necessary for the Board or Commission?

Yes

How did you hear of the available position(s)?

Elgin Courier

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

Signature of Applicant

Field not completed.

Date

Field not completed.

Email not displaying correctly? [View it in your browser.](#)

From: noreply@civicplus.com
To: [Amelia Sanchez](#)
Subject: Online Form Submittal: Application for Community Boards
Date: Tuesday, November 17, 2020 11:05:59 AM

CAUTION: This email originated from outside of the City of Elgin. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Application for Community Boards

Step 1

First Name	Krystal
Last Name	Carlson
Telephone	<i>Field not completed.</i>
Telephone	<i>Field not completed.</i>
Telephone	5129241819
Address	211 Taylor Rd
City	Elgin
State	TX
Zip Code	78621
Mailing Address	211 Taylor Rd
City	Elgin
State	TX
Zip Code	78621
Email Address	kcarlson87@gmail.com
Is email a way of contacting you promptly?	Yes
If not, how?	<i>Field not completed.</i>
Which of the Following Boards or Commissions Would You Like to Serve On	Parks and Recreation Board

If you apply for multiple boards/commissions, please rank your preferences as 1st, 2nd, 3rd, etc.

Field not completed.

Why do you want to serve on this board?

I graduated with a Bachelor of Science Degree in Recreational Administration. I am currently serving on the Design Committee for the City of Elgin and would love to contribute even more to my community in a field/area that I enjoy and am familiar with.

(Section Break)

Occupation and/or Area(s) of Expertise

Dell Technologies

Education

Bachelor of Science Degree

Additional Information

(1) Do you reside within the City Limits of Elgin?

Yes

If yes, Council Ward:

EW4

(2) Do you reside within the Elgin Independent School District?

Yes

(3) Are you a registered Voter?

Yes

(4) For at least the preceding twelve (12) months

I am a registered voter of the city who has resided within the corporate limits of the City of Elgin; or,

Yes

I am an owner of real property within the corporate limits of the City of Elgin; or,

Yes

I am an owner of a business located within the corporate limits of the City of Elgin.

No

(5) I have no delinquent City of Elgin taxes, utilities, or other City assessments; and have no pending claim against the City.

No

(6) I receive no compensation from nor am I employed by, nor hold any other position with, the City of Elgin government.

No

(7) Are you currently serving on any other City Board/Commission/Committee?

Yes

If yes, please indicate name:

Design Committee

(8) Do you or your employer have any business dealings with the City of Elgin that might present a conflict of interest?

No

If yes, please explain:

Field not completed.

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

I have read, understand, accept all Elgin City Code requirements relative to my proposed membership to the City of Elgin Board and/or Commission for which I am applying; and, based on my understanding of those requirements, hereby represent that I am fully qualified to serve accordingly.

KLC

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

Signature of Applicant

Krystal Carlson

Date

11/17/2020

Email not displaying correctly? [View it in your browser.](#)

From: noreply@civicplus.com
To: [Amelia Sanchez](#)
Subject: Online Form Submittal: Application for Community Boards
Date: Sunday, August 30, 2020 8:54:11 PM

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Application for Community Boards

Step 1

First Name	Malorie
Last Name	Harrod
Telephone	2147971343
Telephone	<i>Field not completed.</i>
Telephone	2147971343
Address	2849 FM 1704
City	Elgin
State	TEXAS
Zip Code	78621
Mailing Address	2849 FM 1704
City	Elgin
State	TEXAS
Zip Code	78621
Email Address	maloried117@yahoo.com
Is email a way of contacting you promptly?	Yes
If not, how?	<i>Field not completed.</i>
Which of the Following Boards or Commissions Would You Like to Serve On	Parks and Recreation Board

If you apply for multiple boards/commissions, please rank your preferences as 1st, 2nd, 3rd, etc.

Field not completed.

(Section Break)

Reference 1	Ashley Smith
Email Address	<i>Field not completed.</i>
Address	202 Joe Sayers Street
City	Elgin
State	TEXAS
Zip Code	78621
Phone Number	512-809-0538
Fax Number	<i>Field not completed.</i>

(Section Break)

Reference 2	Marquita Ferguson
Email Address	marquita@gmail.com
Address	1109 FM 3000
City	Elgin
State	TEXAS
Zip Code	78621
Phone Number	5129713570
Fax Number	<i>Field not completed.</i>

(Section Break)

Reference 3	Jess Bernstein
Email Address	jbb Bernstein@gmail.com
Address	380 Arbors Circle
City	Elgin
State	TEXAS

Zip Code	78621
Phone Number	5122297001
Fax Number	<i>Field not completed.</i>
(Section Break)	
Occupation and/or Area(s) of Expertise	Former SPED Teacher, now SAHM
Education	Bachelors of Science, Health at TAMU
Additional Information	
Do you reside within the City Limits of Elgin?	No
If yes, how long?	<i>Field not completed.</i>
What Ward?	<i>Field not completed.</i>
Do you reside within the Elgin Independent School District?	Yes
Do you own property or a business in the Elgin Area?	Yes
If yes, please specify business name and/or property location	2849 FM 1704
Are you a registered voter?	Yes
Are you currently serving on any other City of Elgin Board/Commission/Committee?	No
If yes, please indicate name	<i>Field not completed.</i>
Recognizing that serving on a Board or Commission is often time consuming, are you committed to attending all regularly scheduled meetings?	Yes
If not, why?	<i>Field not completed.</i>
Why would you like to serve on the selected Board or Commission?	I want to be involved in the effort and planning of our amazing city's parks and recreation department.

Do you or your employer have any business dealings with the City of Elgin that might present a conflict of interest?

No

Do you have your employer's support to serve on a Board or Commission?

Yes

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

Do you agree to complete any training necessary for the Board or Commission?

Yes

How did you hear of the available position(s)?

Elizabeth Marzec

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

Signature of Applicant

Malorie Harrod

Date

8/31/2020

Email not displaying correctly? [View it in your browser.](#)

From: noreply@civicplus.com
To: [Amelia Sanchez](#)
Subject: Online Form Submittal: Application for Community Boards
Date: Friday, July 31, 2020 4:41:23 AM

Application for Community Boards

Step 1

First Name	Nicholas
Last Name	Arthur
Telephone	512-406-4280
Telephone	<i>Field not completed.</i>
Telephone	<i>Field not completed.</i>
Address	1017 Old McDade Rd.
City	Elgin
State	Texas
Zip Code	78621
Mailing Address	<i>Field not completed.</i>
City	<i>Field not completed.</i>
State	<i>Field not completed.</i>
Zip Code	<i>Field not completed.</i>
Email Address	nicholas.tcb@gmail.com
Is email a way of contacting you promptly?	Yes
If not, how?	<i>Field not completed.</i>
Which of the Following Boards or Commissions Would You Like to Serve On	Envision Elgin, Parks and Recreation Board
If you apply for multiple boards/commissions, please rank your preferences as 1st, 2nd, 3rd, etc.	1. Parks and Rec 2. Envision Elgin

(Section Break)	
Reference 1	<i>Field not completed.</i>
Email Address	<i>Field not completed.</i>
Address	<i>Field not completed.</i>
City	<i>Field not completed.</i>
State	<i>Field not completed.</i>
Zip Code	<i>Field not completed.</i>
Phone Number	<i>Field not completed.</i>
Fax Number	<i>Field not completed.</i>
(Section Break)	
Reference 2	<i>Field not completed.</i>
Email Address	<i>Field not completed.</i>
Address	<i>Field not completed.</i>
City	<i>Field not completed.</i>
State	<i>Field not completed.</i>
Zip Code	<i>Field not completed.</i>
Phone Number	<i>Field not completed.</i>
Fax Number	<i>Field not completed.</i>
(Section Break)	
Reference 3	<i>Field not completed.</i>
Email Address	<i>Field not completed.</i>
Address	<i>Field not completed.</i>
City	<i>Field not completed.</i>
State	<i>Field not completed.</i>
Zip Code	<i>Field not completed.</i>
Phone Number	<i>Field not completed.</i>

Fax Number	<i>Field not completed.</i>
(Section Break)	
Occupation and/or Area(s) of Expertise	ISA Certified Arborist
Education	Some College, Professional Training
Additional Information	
Do you reside within the City Limits of Elgin?	Yes
If yes, how long?	1 Day
What Ward?	ETJ
Do you reside within the Elgin Independent School District?	Yes
Do you own property or a business in the Elgin Area?	Yes
If yes, please specify business name and/or property location	1017 Old McDade Rd.
Are you a registered voter?	Yes
Are you currently serving on any other City of Elgin Board/Commission/Committee?	No
If yes, please indicate name	<i>Field not completed.</i>
Recognizing that serving on a Board or Commission is often time consuming, are you committed to attending all regularly scheduled meetings?	Yes
If not, why?	<i>Field not completed.</i>
Why would you like to serve on the selected Board or Commission?	I believe parks are a crucial part of what makes a city great.
Do you or your employer have any business dealings with the	No

City of Elgin that might present
a conflict of interest?

Do you have your employer's support to serve on a Board or Commission? No

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

Do you agree to complete any training necessary for the Board or Commission? Yes

How did you hear of the available position(s)? City of Elgin website

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

Signature of Applicant Nicholas B Arthur

Date 7/31/2020

Email not displaying correctly? [View it in your browser.](#)

From: noreply@civicplus.com
To: [Amelia Sanchez](#)
Subject: Online Form Submittal: Application for Community Boards
Date: Saturday, November 21, 2020 1:15:11 PM

CAUTION: This email originated from outside of the City of Elgin. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Application for Community Boards

Step 1

First Name	Randall
Last Name	Krapf
Telephone	<i>Field not completed.</i>
Telephone	<i>Field not completed.</i>
Telephone	5126891131
Address	308 S Avenue A
City	Elgin
State	TX
Zip Code	78621
Mailing Address	Same as above
City	<i>Field not completed.</i>
State	<i>Field not completed.</i>
Zip Code	<i>Field not completed.</i>
Email Address	Mydogsdad@me.com
Is email a way of contacting you promptly?	Yes
If not, how?	<i>Field not completed.</i>
Which of the Following Boards or Commissions Would You Like to Serve On	Parks and Recreation Board

If you apply for multiple boards/commissions, please rank your preferences as 1st, 2nd, 3rd, etc.

Field not completed.

Why do you want to serve on this board?

I enjoy all of our City parks and recent improvements. I would like to aid with further enhancements to support the diverse community of Elgin as it continues to grow.

(Section Break)

Occupation and/or Area(s) of Expertise

Retired. Former project engineer, estimator and design manager for large commercial construction company.

Education

B.S. Construction Engineering and Business Administration

Additional Information

(1) Do you reside within the City Limits of Elgin?

Yes

If yes, Council Ward:

2

(2) Do you reside within the Elgin Independent School District?

Yes

(3) Are you a registered Voter?

Yes

(4) For at least the preceding twelve (12) months

I am a registered voter of the city who has resided within the corporate limits of the City of Elgin; or,

Yes

I am an owner of real property within the corporate limits of the City of Elgin; or,

Yes

I am an owner of a business located within the corporate limits of the City of Elgin.

No

(5) I have no delinquent City of Elgin taxes, utilities, or other City assessments; and have no pending claim against the City.

Yes

(6) I receive no compensation

Yes

from nor am I employed by, nor hold any other position with, the City of Elgin government.

(7) Are you currently serving on any other City Board/Commission/Committee?

No

If yes, please indicate name:

Field not completed.

(8) Do you or your employer have any business dealings with the City of Elgin that might present a conflict of interest?

No

If yes, please explain:

Field not completed.

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

I have read, understand, accept all Elgin City Code requirements relative to my proposed membership to the City of Elgin Board and/or Commission for which I am applying; and, based on my understanding of those requirements, hereby represent that I am fully qualified to serve accordingly.

RK

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

Signature of Applicant

Randall Krapf

Date

6/19/1965

Email not displaying correctly? [View it in your browser.](#)

From: noreply@civicplus.com
To: [Amelia Sanchez](#)
Subject: Online Form Submittal: Application for Community Boards
Date: Monday, October 5, 2020 7:23:04 PM

CAUTION: This email originated from outside of the City of Elgin. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Application for Community Boards

Step 1

First Name	Cara
Last Name	Farnsworth
Telephone	940-632-9415
Telephone	512-381-6725
Telephone	940-632-9415
Address	146 Shenandoah Trail
City	Elgin
State	TX
Zip Code	78621
Mailing Address	<i>Field not completed.</i>
City	<i>Field not completed.</i>
State	<i>Field not completed.</i>
Zip Code	<i>Field not completed.</i>
Email Address	cmfarnsworth1008@gmail.com
Is email a way of contacting you promptly?	Yes
If not, how?	<i>Field not completed.</i>
Which of the Following Boards or Commissions Would You Like to Serve On	Public Safety Advisory Committee, Envision Elgin, Parks and Recreation Board

If you apply for multiple boards/commissions, please rank your preferences as 1st, 2nd, 3rd, etc.

1) Parks & Rec 2) Public Safety 3) Envision Elgin

(Section Break)

Reference 1	<i>Field not completed.</i>
-------------	-----------------------------

Email Address	<i>Field not completed.</i>
---------------	-----------------------------

Address	<i>Field not completed.</i>
---------	-----------------------------

City	<i>Field not completed.</i>
------	-----------------------------

State	<i>Field not completed.</i>
-------	-----------------------------

Zip Code	<i>Field not completed.</i>
----------	-----------------------------

Phone Number	<i>Field not completed.</i>
--------------	-----------------------------

Fax Number	<i>Field not completed.</i>
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(Section Break)

Reference 2	<i>Field not completed.</i>
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Email Address	<i>Field not completed.</i>
---------------	-----------------------------

Address	<i>Field not completed.</i>
---------	-----------------------------

City	<i>Field not completed.</i>
------	-----------------------------

State	<i>Field not completed.</i>
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Zip Code	<i>Field not completed.</i>
----------	-----------------------------

Phone Number	<i>Field not completed.</i>
--------------	-----------------------------

Fax Number	<i>Field not completed.</i>
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(Section Break)

Reference 3	<i>Field not completed.</i>
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Email Address	<i>Field not completed.</i>
---------------	-----------------------------

Address	<i>Field not completed.</i>
---------	-----------------------------

City	<i>Field not completed.</i>
------	-----------------------------

State	<i>Field not completed.</i>
-------	-----------------------------

Zip Code	<i>Field not completed.</i>
Phone Number	<i>Field not completed.</i>
Fax Number	<i>Field not completed.</i>
(Section Break)	
Occupation and/or Area(s) of Expertise	Assistant Principal-Elgin ISD; Former Public Event Coordinator, City of Wichita Falls Experience includes education, sales, marketing and public relations
Education	SH Rider High School, Midwestern State University BBA, MEd, University of North Texas, ABD
Additional Information	
Do you reside within the City Limits of Elgin?	Yes
If yes, how long?	4 years, 2 mos
What Ward?	Shenandoah Trail
Do you reside within the Elgin Independent School District?	Yes
Do you own property or a business in the Elgin Area?	No
If yes, please specify business name and/or property location	<i>Field not completed.</i>
Are you a registered voter?	Yes
Are you currently serving on any other City of Elgin Board/Commission/Committee?	No
If yes, please indicate name	<i>Field not completed.</i>
Recognizing that serving on a Board or Commission is often time consuming, are you committed to attending all regularly scheduled meetings?	Yes
If not, why?	<i>Field not completed.</i>
Why would you like to serve on	I love the community & would like to be involved.

the selected Board or Commission?	These are my area of interest and areas in which I feel I have the most to contribute.
Do you or your employer have any business dealings with the City of Elgin that might present a conflict of interest?	No
Do you have your employer's support to serve on a Board or Commission?	Yes
Board members are required to participate in training and obtain a certificate of completion for the Texas Open Meetings Act and Public Information Act within 90 days after date of appointment.	
Do you agree to complete any training necessary for the Board or Commission?	Yes
How did you hear of the available position(s)?	Online
Completing and submitting this application does not guarantee your placement on a city board. Your application will be reviewed and kept on file for 2 years for possible placement of an opening on a Board or Commission.	
Signature of Applicant	Cara Farnsworth-Gaines
Date	10/5/2020

Email not displaying correctly? [View it in your browser.](#)

From: noreply@civicplus.com
To: [Amelia Sanchez](#)
Subject: Online Form Submittal: Application for Community Boards
Date: Wednesday, December 9, 2020 2:55:09 PM

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Application for Community Boards

Step 1

First Name	Ashley
Last Name	Dahlke
Telephone	5129370867
Telephone	<i>Field not completed.</i>
Telephone	<i>Field not completed.</i>
Address	202 Knobbs Rd
City	McDade
State	Texas
Zip Code	78650
Mailing Address	202 Knobbs Rd
City	McDade
State	Texas
Zip Code	78650
Email Address	ashleymariedahlke@gmail.com
Is email a way of contacting you promptly?	Yes
If not, how?	<i>Field not completed.</i>
Which of the Following Boards or Commissions Would You Like to Serve On	Main Street Board

If you apply for multiple boards/commissions, please rank your preferences as 1st, 2nd, 3rd, etc.

Field not completed.

Why do you want to serve on this board?

I moved to the Elgin area 2 years ago and completely fell in love with the town. Downtown has great potential to be a destination spot for the Austin and surrounding population to visit. With my organization and work ethic I am confident I can help push for small business growth and assist with tasks to relieve the work load with in the board.

(Section Break)

Occupation and/or Area(s) of Expertise

Small business owner, previous experience operating within a non profit organization for several years.

Education

College graduate

Additional Information

(1) Do you reside within the City Limits of Elgin?

No

If yes, Council Ward:

Field not completed.

(2) Do you reside within the Elgin Independent School District?

No

(3) Are you a registered Voter?

Yes

(4) For at least the preceding twelve (12) months

I am a registered voter of the city who has resided within the corporate limits of the City of Elgin; or,

Yes

I am an owner of real property within the corporate limits of the City of Elgin; or,

No

I am an owner of a business located within the corporate limits of the City of Elgin.

No

(5) I have no delinquent City of Elgin taxes, utilities, or other City assessments; and have no

Yes

pending claim against the City.

(6) I receive no compensation from nor am I employed by, nor hold any other position with, the City of Elgin government. Yes

(7) Are you currently serving on any other City Board/Commission/Committee? No

If yes, please indicate name: *Field not completed.*

(8) Do you or your employer have any business dealings with the City of Elgin that might present a conflict of interest? Yes

If yes, please explain: Currently in in the process of possibly purchasing the community cupboard building to expand my pastry brick and mortar

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

I have read, understand, accept all Elgin City Code requirements relative to my proposed membership to the City of Elgin Board and/or Commission for which I am applying; and, based on my understanding of those requirements, hereby represent that I am fully qualified to serve accordingly. AD

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

Signature of Applicant Ashley Dahlke

Date 12/9/2020

Email not displaying correctly? [View it in your browser.](#)

From: noreply@civicplus.com
To: [Amelia Sanchez](#)
Subject: Online Form Submittal: Application for Community Boards
Date: Sunday, December 6, 2020 1:30:53 PM

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Application for Community Boards

Step 1

First Name	Lee
Last Name	Martsching
Telephone	<i>Field not completed.</i>
Telephone	<i>Field not completed.</i>
Telephone	512-293-6263
Address	115 N MAIN ST
City	Elgin
State	TX
Zip Code	78621
Mailing Address	17817 Floribundas
City	Elgin
State	TX
Zip Code	78621
Email Address	Leemartsching85@yahoo.com
Is email a way of contacting you promptly?	Yes
If not, how?	<i>Field not completed.</i>
Which of the Following Boards or Commissions Would You Like to Serve On	Envision Elgin, Main Street Board, Historic Review Board

If you apply for multiple boards/commissions, please rank your preferences as 1st, 2nd, 3rd, etc.

1st- Main Street
2nd- Envision Elgin
3rd- Historic Review board

Why do you want to serve on this board?

I would like to be on one of my board choices so I may be able to ensure the success of downtown Elgin and all who inhabit it. I want to be a part of a team that will have Elgin succeed with it's small businesses, to not become a statistic, and to become a thriving town that people visit for its shopping, food, and charm. In short, I will do my best for the town!

(Section Break)

Occupation and/or Area(s) of Expertise

City of Austin employee and partner of Red Boutique Salon and Spa.

Education

High school graduate with some college

Additional Information

(1) Do you reside within the City Limits of Elgin?

No

If yes, Council Ward:

Field not completed.

(2) Do you reside within the Elgin Independent School District?

Yes

(3) Are you a registered Voter?

No

(4) For at least the preceding twelve (12) months

I am a registered voter of the city who has resided within the corporate limits of the City of Elgin; or,

No

I am an owner of real property within the corporate limits of the City of Elgin; or,

No

I am an owner of a business located within the corporate limits of the City of Elgin.

Yes

(5) I have no delinquent City of Elgin taxes, utilities, or other City assessments; and have no

No

pending claim against the City.

(6) I receive no compensation from nor am I employed by, nor hold any other position with, the City of Elgin government.

No

(7) Are you currently serving on any other City Board/Commission/Committee?

No

If yes, please indicate name:

Field not completed.

(8) Do you or your employer have any business dealings with the City of Elgin that might present a conflict of interest?

No

If yes, please explain:

Field not completed.

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

I have read, understand, accept all Elgin City Code requirements relative to my proposed membership to the City of Elgin Board and/or Commission for which I am applying; and, based on my understanding of those requirements, hereby represent that I am fully qualified to serve accordingly.

LM

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

Signature of Applicant

Lee Martsching

Date

12/6/2020

Email not displaying correctly? [View it in your browser.](#)

From: noreply@civicplus.com
To: [Amelia Sanchez](#)
Subject: Online Form Submittal: Application for Community Boards
Date: Monday, December 7, 2020 10:38:15 AM

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Application for Community Boards

Step 1

First Name	Marla
Last Name	Jensen
Telephone	512-743-2342
Telephone	same
Telephone	same
Address	17817 Floribundas
City	Elgin
State	TX
Zip Code	78621
Mailing Address	17817 Floribundas
City	Elgin
State	TX
Zip Code	78621
Email Address	redboutiquesalonspa@gmail.com
Is email a way of contacting you promptly?	Yes
If not, how?	<i>Field not completed.</i>
Which of the Following Boards or Commissions Would You Like to Serve On	Envision Elgin, Main Street Board, Historic Review Board

If you apply for multiple boards/commissions, please rank your preferences as 1st, 2nd, 3rd, etc.	Main Street, Historic, Envision Elgin
Why do you want to serve on this board?	I want to continue to serve my community by participating on the board. I want to bring my ideas and vision to the board and see growth and success for our downtown business in abundance. Elgin as the potential to be an amazing place to visit, shop and dine, and there is so much room for growth.
(Section Break)	
Occupation and/or Area(s) of Expertise	I am a long time resident of Elgin and now a business owner on Main Street.
Education	University of Mary Hardin Baylor, ACC
Additional Information	
(1) Do you reside within the City Limits of Elgin?	No
If yes, Council Ward:	<i>Field not completed.</i>
(2) Do you reside within the Elgin Independent School District?	Yes
(3) Are you a registered Voter?	Yes
(4) For at least the preceding twelve (12) months	
I am a registered voter of the city who has resided within the corporate limits of the City of Elgin; or,	No
I am an owner of real property within the corporate limits of the City of Elgin; or,	No
I am an owner of a business located within the corporate limits of the City of Elgin.	Yes
(5) I have no delinquent City of Elgin taxes, utilities, or other City assessments; and have no pending claim against the City.	Yes

(6) I receive no compensation from nor am I employed by, nor hold any other position with, the City of Elgin government.

Yes

(7) Are you currently serving on any other City Board/Commission/Committee?

Yes

If yes, please indicate name:

Main Street Board

(8) Do you or your employer have any business dealings with the City of Elgin that might present a conflict of interest?

No

If yes, please explain:

Field not completed.

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

I have read, understand, accept all Elgin City Code requirements relative to my proposed membership to the City of Elgin Board and/or Commission for which I am applying; and, based on my understanding of those requirements, hereby represent that I am fully qualified to serve accordingly.

MKJ

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

Signature of Applicant

Marla Kay Jensen

Date

12/7/2020

Email not displaying correctly? [View it in your browser.](#)

From: noreply@civicplus.com
To: [Amelia Sanchez](#)
Subject: Online Form Submittal: Application for Community Boards
Date: Friday, November 20, 2020 5:45:29 PM

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Application for Community Boards

Step 1

First Name	Janet
Last Name	Gudenkauf
Telephone	9846789699
Telephone	<i>Field not completed.</i>
Telephone	<i>Field not completed.</i>
Address	813 OLd McDade Rd
City	Elgin
State	TX
Zip Code	78621
Mailing Address	same as above
City	<i>Field not completed.</i>
State	<i>Field not completed.</i>
Zip Code	<i>Field not completed.</i>
Email Address	fieldlady1954@gmail.com
Is email a way of contacting you promptly?	Yes
If not, how?	<i>Field not completed.</i>
Which of the Following Boards or Commissions Would You Like to Serve On	Public Safety Advisory Committee, Envision Elgin, Historic Review Board, Parks and Recreation Board, Library Advisory Board

If you apply for multiple boards/commissions, please rank your preferences as 1st, 2nd, 3rd, etc.	Library, Public Safety Advisory, Parks and Recreation =Historic Review as interest.
Why do you want to serve on this board?	I'm a retired nurse of 40 yrs. My clients were both adults & children. I have enjoyed the Sr. programs and gym. Since I now live here I wish to be a part of the community. I want involvement at a deeper level.
(Section Break)	
Occupation and/or Area(s) of Expertise	RN of 40 yrs. A special interest in psychology as it relates to crisis events for families. Previous work with Girl Scouts and 4-H programs
Education	4 yr University Nursing Degree (BSN)
Additional Information	
(1) Do you reside within the City Limits of Elgin?	Yes
If yes, Council Ward:	1
(2) Do you reside within the Elgin Independent School District?	Yes
(3) Are you a registered Voter?	Yes
(4) For at least the preceding twelve (12) months	
I am a registered voter of the city who has resided within the corporate limits of the City of Elgin; or,	Yes
I am an owner of real property within the corporate limits of the City of Elgin; or,	No
I am an owner of a business located within the corporate limits of the City of Elgin.	No
(5) I have no delinquent City of Elgin taxes, utilities, or other City assessments; and have no pending claim against the City.	No
No	

(6) I receive no compensation from nor am I employed by, nor hold any other position with, the City of Elgin government.

(7) Are you currently serving on any other City Board/Commission/Committee?

No

If yes, please indicate name: *Field not completed.*

(8) Do you or your employer have any business dealings with the City of Elgin that might present a conflict of interest?

No

If yes, please explain: #4. I live with my daughter who owns the property

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

I have read, understand, accept all Elgin City Code requirements relative to my proposed membership to the City of Elgin Board and/or Commission for which I am applying; and, based on my understanding of those requirements, hereby represent that I am fully qualified to serve accordingly.

JG

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

Signature of Applicant

Janet Gudenkauf

Date

11/20/2020

Email not displaying correctly? [View it in your browser.](#)

From: noreply@civicplus.com
To: [Amelia Sanchez](#)
Subject: Online Form Submittal: Application for Community Boards
Date: Tuesday, December 15, 2020 12:22:12 PM

CAUTION: This email originated from outside of the City of Elgin. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Application for Community Boards

Step 1

First Name	Sherri
Last Name	Richardson
Telephone	5122853038
Telephone	<i>Field not completed.</i>
Telephone	5126894088
Address	18316 Crestwind Lane
City	Elgin
State	TX
Zip Code	78621
Mailing Address	18316 Crestwind Lane
City	ELGIN
State	TX
Zip Code	78621
Email Address	SherriRichardson66@gmail.com
Is email a way of contacting you promptly?	<i>Field not completed.</i>
If not, how?	<i>Field not completed.</i>
Which of the Following Boards or Commissions Would You Like to Serve On	Main Street Board, Historic Review Board

If you apply for multiple boards/commissions, please rank your preferences as 1st, 2nd, 3rd, etc.	1.Main Street Board 2.Historic Review Board
Why do you want to serve on this board?	I would like to serve on the board to be more involved in the Elgin community in which, I myself have lived in this community over the past 14 years.
(Section Break)	
Occupation and/or Area(s) of Expertise	Program Specialist for Human Health Services- Data Management creating and maintaining data Record Management strengths in problem-solving and challenging assignments Meeting /Conference Scheduler organizational prioritizing Travel Coordinator customer service
Education	Austin Community College Criminal Justice /Associate Degree, Austin Community College Licensed Chemical Dependency Counselors Certificate 01/1997 Total hours: 260, Austin Community College Medical Coding Certificate -8/2000 Total hours: 12, Nursing Assistant Certified since 2010 , Medical Assistant Certification (CMA) since 2014 , Central Texas Phlebotomy Institute's / Phlebotomy Certificate 11/02/2014
Additional Information	
(1) Do you reside within the City Limits of Elgin?	Yes
If yes, Council Ward:	Ward 1
(2) Do you reside within the Elgin Independent School District?	Yes
(3) Are you a registered Voter?	Yes
(4) For at least the preceding twelve (12) months	
I am a registered voter of the city who has resided within the corporate limits of the City of Elgin; or,	Yes
I am an owner of real property within the corporate limits of the City of Elgin; or,	Yes

I am an owner of a business located within the corporate limits of the City of Elgin.

No

(5) I have no delinquent City of Elgin taxes, utilities, or other City assessments; and have no pending claim against the City.

No

(6) I receive no compensation from nor am I employed by, nor hold any other position with, the City of Elgin government.

No

(7) Are you currently serving on any other City Board/Commission/Committee?

No

If yes, please indicate name:

Field not completed.

(8) Do you or your employer have any business dealings with the City of Elgin that might present a conflict of interest?

No

If yes, please explain:

Field not completed.

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

I have read, understand, accept all Elgin City Code requirements relative to my proposed membership to the City of Elgin Board and/or Commission for which I am applying; and, based on my understanding of those requirements, hereby represent that I am fully qualified to serve accordingly.

SR

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

Signature of Applicant

Sherri Richardson

Date

12/15/2020

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CITY OF ELGIN APPLICATION FOR COMMUNITY BOARDS

APPLICANT INFORMATION

First Name: Jordan Last Name: Brunes
 Home Phone: (512) 787-9948 Work Phone: _____ Cell Phone: _____
 Address: 1132 N. main st Elgin
 E-Mail Address: jordandbrunes@gmail.com
 Is e-mail a way of contacting you promptly? ☒ Yes ☐ No If not, how? email/text

BOARD/COMMISSION/COMMITTEE YOU ARE INTERESTED IN SERVING

Check all that Apply. If you apply for multiple boards/commissions, please rank your preferences as 1st, 2nd, 3rd, etc.

☐ Board of Adjustment ☐ Building Standards Commission ☐ Economic Development Corporation ☐ Envision Elgin ☐ Historic Review Board	☒ Library Advisory Board ☐ Main Street Board ☐ Parks & Recreation Board ☐ Planning & Zoning Commission ☐ Public Safety Advisory Committee
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Why do you want to serve on this board?

We (as a family) love this Library! TO be a
part of the board would be so Fun and as
a young mother Im sure I can help with Fun
new ideas

ACADEMIC/WORK EXPERIENCE

Occupation and/or Area(S) of Expertise (If retired please indicate former occupation or profession):

Dental Assistant mother
HEB
owner of my own small Business (art/online based)

Education (High School, College, etc.):

GED, train college (Dental Assistant) self taught small
Business



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



(512) 285-5721



www.elgintx.com

ADDITIONAL INFORMATION

(1) Do you reside within the City Limits of Elgin? ☒ Yes ___ No ___ If Yes, Council Ward: ___

(2) Do you reside within the Elgin Independent School District? ☒ Yes ___ No ___

(3) Are you a registered Voter? ☒ Yes ___ No ___

(4) For at least the preceding twelve (12) months:

I am a registered voter of the city who has resided within the corporate limits of the City of Elgin; ☒ Yes ___ No ___

I am an owner of real property within the corporate limits of the City of Elgin;
___ Yes ☒ No

I am an owner of a business located within the corporate limits of the City of Elgin
☒ Yes ☒ No (online based / local art events)

(5) I have no delinquent City of Elgin taxes, utilities, or other City assessments; and have no pending claim against the City. ___ Yes ☒ No

(6) I receive no compensation from nor am I employed by, nor hold any other position with, the City of Elgin government. ___ Yes ☒ No

(7) Are you currently serving on any other City Board/Commission/Committee? ___ Yes ☒ No
If yes, please indicate name: _____

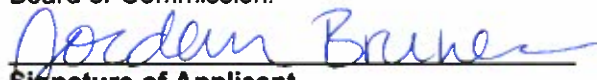
(8) Do you or your employer have any business dealings with the City of Elgin that might present a conflict of interest? ___ Yes ☒ No
If yes, please explain: _____

BOARD MEMBERS ARE REQUIRED TO PARTICIPATE IN TRAINING AND OBTAIN A CERTIFICATE OF COMPLETION FOR THE TEXAS OPEN MEETINGS ACT AND PUBLIC INFORMATION ACT WITHIN 90 DAYS AFTER DATE OF APPOINTMENT.

I have read, understand, accept all Elgin City Code Requirements relative to my proposed membership to the City of Elgin Board and/or Commission for which I am applying; and, based on my understanding of those requirements, hereby represent that I am fully qualified to serve accordingly.


Please sign your initials.

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


Signature of Applicant


Date

THANKS FOR YOUR INTEREST!

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



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Elgin, Texas, 78621



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Elgin City Council Meeting Agenda Item Executive Summary

ITEM: Adjourn into Executive Session pursuant to Section §551.074 Personnel Matters: to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee to-wit: possible interim appointment(s) to vacant Ward 3 Council seat(s)

DEPARTMENT: City Council

PROPOSED ACTION:

Consider information presented in Executive Session.

BACKGROUND:

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

BUDGET/FINANCIAL IMPACT:

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

RECOMMENDATION:

Consider information presented in Executive Session; and direction to staff, if any, as appropriate.

ATTACHMENTS:

None.

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

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