



AGENDA
ELGIN CITY COUNCIL
REGULAR MEETING
TUESDAY, APRIL 6, 2021
ELGIN PUBLIC LIBRARY ANNEX COUNCIL CHAMBERS
404 NORTH MAIN STREET
7:00 PM

Pursuant to concerns related to the Coronavirus (COVID-19) *Pandemic*, 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 COMMENT

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

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

VI. CITY MANAGERS REPORT

1. Review And Discussion Of The Proposed City Of Elgin 2021 Certificates Of Obligation And 2021 Refunding Bonds Program

Documents:

[EXSUMMARY - 2021COS DISCUSSION.PDF](#)

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

Documents:

[EX SUMMARY - TRAFFIC CALMING REPORT5.PDF](#)
[STOP SIGN TRAFFIC ANALYSIS TRC321.PDF](#)

3. Review And Discussion Of FY2021-22 Annual Budget And 2021 Five-Year Capital Plan Adoption Calendar

Documents:

[EXSUMMARY - BUDGET CALENDAR.PDF](#)
[MEMBUDGCAL32021.PDF](#)

4. General Activity Report And/Or Project Update

Documents:

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

VII. CONSENT AGENDA

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

1. City Council Meeting Minutes - March 23, 2021

Documents:

[EXSUMMARY SHEET MINUTES.PDF](#)
[CITY COUNCIL MINUTES 3-23-2021.PDF](#)

2. **CONSIDER REQUEST TO CLOSE STREETS FOR THE WESTERN DAYS FESTIVAL PARADE ON SATURDAY JUNE 26 FROM 8:00AM TO NOON.**

Documents:

[EXECUTIVE SUMMARY WESTERN DAYS FESTIVAL PARADE STREET CLOSURE REQUEST21 .PDF](#)
[WESTERN DAYS PARADE ROUTE.PDF](#)
[WESTERN DAYS CHAMBER OF COMMERCE REQUEST21.PDF](#)

3. **CONSIDER REQUEST TO WAIVE THE OPEN CONTAINER ORDINANCE FOR THE WESTERN DAYS FESTIVAL JUNE 25, 2021 FROM 6:00PM TO 12:15AM AND SATURDAY JUNE 26 FROM 8:00AM TO 8:00PM IN ELGIN MEMORIAL PARK.**

Documents:

[EXECUTIVE SUMMARY WESTERN DAYS FESTIVAL OPEN CONTAINER WAIVER REQUEST21. .PDF](#)
[WESTERN DAYS CHAMBER OF COMMERCE REQUEST21.PDF](#)

4. **CONSIDER WAIVING OR REDUCING FEES FOR COSTS ASSOCIATED WITH WESTERN DAYS FESTIVAL AND PARADE.**

Documents:

[EXECUTIVE SUMMARY WESTERN DAYS FESTIVAL PARADE FEES21.PDF](#)
[WESTERN DAYS CHAMBER OF COMMERCE REQUEST21.PDF](#)

VIII. NEW BUSINESS

1. **AN ORDINANCE CHANGING THE NAME OF "HICKORY LANE" TO "HOPTREE LANE" WITHIN THE WOODLAWN SUBDIVISION; PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES AND RESOLUTIONS.**

Documents:

[COUNCIL COVERSHEET.PDF](#)
[STREET NAME CHANGE ORDINANCE.PDF](#)
[LETTER TO RESIDENTS.PDF](#)
[OWNERS AFFECTED INFORMATION.PDF](#)

2. **A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT BETWEEN THE CITY OF ELGIN, TEXAS (CITY) AND WATKINS CONSULTING FOR FIRE CODE PLAN REVIEW AND FIRE INSPECTIONS.**

Documents:

[COUNCIL COVERSHEET.PDF](#)
[RESOLUTION.PDF](#)
[CONTRACT.PDF](#)

3. **Appointment To Vacancy On The Planning & Zoning Commission For A Partial Term.**

Documents:

[APPLICATION.PDF](#)
[COUNCIL COVERSHEET.PDF](#)

4. **Appointments To Vacancies On The Library Board**

Documents:

[EXECUTIVE SUMMARYLIBRARYADVISORYBOARDAPPOINTMENTS.PDF](#)
[ANGELICA LAB.PDF](#)
[CHARLOTTE HERRINGLAB.PDF](#)

5. **A Presentation From PHI Air Medical – Mayor Ramirez**

Documents:

[EX SUMMARY - RAMIREZ ITEM2.PDF](#)

IX. 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.

X. RECONVENE

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

XI. ANNOUNCEMENTS

XII. 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, April 1, 2021, in accordance with Chapter 551 of the Texas Government Code.



Elgin City Council Meeting Agenda Item Executive Summary

ITEM: Review and discussion of the proposed City of Elgin 2021 Certificates of Obligation and 2021 Refunding Bonds Program

DEPARTMENT: City Manager

PROPOSED ACTION:

No Council action proposed or requested by staff at this time; This item is for a wide-ranging discussion and Q&A between Council and the staff as it relates to the 2021 Certificates of Obligation and 2021 Refunding Bonds Program proposed by the City Manager.

BACKGROUND:

Discussed at previous meetings; Staff has submitted its recommendations to Council on the proposed 2021 Certificates of Obligation - which is designed to fund a wide range of capital improvements projects in support of general government, water, and wastewater operations - and the proposed 2021 Refunding Bonds to refinance previously issued debt (that will result in annual debt service savings).

Certificates of Obligation (COs) and debt issuance in general are a necessary component to funding major capital improvement projects for cities where such funds are not available through the annual operating budget. It is also of particular need in rapidly growing cities like Elgin, where demands for improved services and facilities exceed currently available resources.

The City Council is *considering* issuing CO's and Refunding Bonds in an amount not to exceed \$25,890,000 (principal). The final decision on the proposed COs and Refunding Bonds will occur no sooner than May 18, 2021.

BUDGET/FINANCIAL IMPACT:

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

RECOMMENDATION:

Discussion and review of the proposed 2021 Certificates of Obligation and 2021 Refunding Bonds Program; and direction to staff, if any, regarding same.

ATTACHMENTS:

Initial staff presentation on proposed 2021 Certificates of Obligation and 2021 Refunding Bonds

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

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

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

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



Elgin City Council Meeting Agenda Item Executive Summary

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

DEPARTMENT: City Manager

PROPOSED ACTION: This item has been placed on the agenda for follow-up discussion and possible direction to staff related to previously discussed neighborhood traffic and safety improvements at certain locations.

BACKGROUND:

Discussed at previous meetings; Within four neighborhood areas, residents contacted Councilmembers 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.

Subsequent to the initial review with Council and a public hearing to receive comments from neighborhood residents and property owners, staff revised the initial improvement scenarios to coincide with the general consensus, while adhering to engineering best practices and the law.

Plans for certain improvements in two of the four originally discussed projects (in the Hillside and South Ave. A areas) have been endorsed by Council and the staff has moved forward with those projects, which are currently in development.

Analysis relating to the possible placement of Stop Signs in the Houston St. area has now been completed by the City Engineer. A copy of said report is included with the meeting packet.

The remaining (Ramirez St.) project has required continuing interaction with, and input from, TxDOT officials. The staff has since met with TxDOT and will be discussing updated information related to that potential project as well.

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.



505 East Huntland Drive
Suite 250
Austin, Texas 78752

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

March 30, 2021

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

RE: Stop Sign Intersection Investigation

Dear Mr. Mattis,

TRC Engineers, Inc. has conducted a traffic investigation in order to examine the current state of stop signs (stop control devices) and determine potential benefits, if any, of adding additional stop control devices at the following intersections:

1. Madison Street and Jackson Street. See **Figure 1** of this document for a location map.
2. Madison Street and Houston Street. See **Figure 1** of this document for a location map.

The City of Elgin obtained traffic counts for the North and South bound intersection of Madison and Jackson Street, as well as the West bound traffic at the Madison Houston intersection.

The existing conditions of the stop control devices are as follows:

- Madison and Jackson intersection;
 - One stop sign for west bound Jackson Street.
- Madison and Houston intersection;
 - Two stop signs, for north and south bound Madison Street.

The traffic and sign investigation was performed in accordance with the Elgin Comprehensive Plan (May 2016) and the procedures outlined in the Texas Manual of Uniform Traffic Control Devices (TMUTCD) (Revision 2, October 2014).

The Elgin Comprehensive Plan identifies Madison Street, Jackson Street and Houston Street as local residential.

According to the TMUTCD, Section 2B.07, multi-way stop control can be useful as a safety measure if certain traffic conditions exist. Multi-way stop control systems are recommended for use where the volume of traffic on the intersecting roads is approximately equal. The criteria specified in the TMUTCD, Section 2B.07 Multi-way Stop Applications give the following guidance:

- Five or more reported crashes in a 12-month period that are susceptible to correction by multi-way stop installation.

- Minimum Volumes:
 - The vehicular volume entering the intersection from the major street approaches (total of both) averages at least 300 vehicles per hour for any 8 hours of an average day; and
 - The combined vehicular, pedestrian, and bicycle volume entering the intersection from the minor street approaches (total of both) average at least 200 units per hour for the same 8 hours, with an average delay to minor-street vehicular traffic of at least 30 seconds per vehicle during the highest hour; but
 - If the 85th percentile approach speed of the major-street traffic exceeds 40 mph, the minimum vehicular volume warrants are 70 percent of the values in Items 1 and 2.

Data on traffic counts were provided by the City of Elgin for both intersections of Madison at Jackson and Houston Street. Traffic data was taken on 03/11/2021 for north bound Madison Street for the Madison and Jackson Street intersection. Traffic data for the Madison and Houston Street intersection was taken on 3/5/2021. Data on accident and citation counts were provided by the City of Elgin Police Department (EPD). EPD confirmed that there have been no wrecks within the last 12 months at either intersection.

It is of note to the City of Elgin that the TMUTCD, Section 2B.04, provides guidance stating that stop signs should not be used for speed control.

Madison Street and Jackson Street Intersection Investigation

Existing Conditions:

This intersection is currently controlled by one stop sign on Jackson Street for west bound traffic. North and south bound traffic along Madison Street is unimpeded through the intersection.

Investigation Results:

For the Madison Street and Jackson Street intersection the highest observed day was 03/11/2021. The highest traffic count for that day was 31 vehicles between the hours of 4:00 and 5:00 p.m. The vehicular data for this intersection never exceeded 300 vehicles in one hour on any given day. EPD reported that there have been no reported wrecks in this intersection within the last 12 months. Lastly, the travel speed data shows the 85th percentile through this intersection does not exceed 30 mph.

Madison Street and Houston Street Intersection Investigation

Existing Conditions:

This intersection is currently controlled by two stop signs on Madison Street for north and south bound traffic. West bound traffic along Houston Street is unimpeded through the intersection.

Investigation Results:

For the Madison Street and Houston Street intersection the highest observed day was 03/05/2021. The highest traffic count for that day was 89 vehicles between the hours of 5:00 and 6:00 p.m. The vehicular data for this intersection never exceeded 300 vehicles in one hour on any given day. EPD reported that there have been no reported wrecks in this intersection within the last 12 months. Lastly, the travel speed data shows the 85th percentile through this intersection does not exceed 30 mph.

Based on the traffic count analysis, and per the TMUTCD, multi-way stop control is not anticipated to provide any additional benefit to either of these intersections. However, City Council may adopt resolutions to provide for additional stop signs to be installed per MUTCD standards at locations at its discretion based on non-empirical data that is not utilized as part of the review from an engineering design.

If you have any questions regarding this information, please do not hesitate to contact this office,

Sincerely,

K. Beau Perry, P.E.
Vice President



Elgin City Council Meeting Agenda Item Executive Summary

ITEM: Review and discussion of FY2021-22 Annual Budget and 2021 Five-Year Capital Plan Adoption Calendar

DEPARTMENT: City Manager

PROPOSED ACTION:

No Council action proposed or requested at this time.

BACKGROUND:

This item is for general review and discussion of the currently planned development schedule for development of the Annual Budget and Five-Year Capital Plan for all city funds for the next fiscal year, which begins October 1, 2021.

BUDGET/FINANCIAL IMPACT:

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

RECOMMENDATION:

Consideration of FY2021-22 Budget and Five-Year Capital Plan Adoption Calendar as presented; and direction to staff, if any, as appropriate

ATTACHMENTS:

Memorandum – Budget Calendar

- { } 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.

Memorandum

Date: March 30, 2021

To: Mayor and City Council
Department Heads

Subject: Calendar for Formulation and Adoption of
FY2021-22 Annual Operating Budget
and 2021 Five-Year Capital Plan



Following is a projected schedule relating to the development and formal adoption of the *2021 Five-Year Capital Plan* and the *FY2021-22 Annual Operating Budget* for the City of Elgin in accordance with the City Charter and applicable state law:

APRIL

Wednesday, April 21, 2021.....Briefing of departmental staff by City Manager and Director of Finance on the budget development process.

MAY

Friday, May 7, 2021Deadline for submission of departmental requests for inclusion in the Proposed *2021 Five-Year Capital Plan (5YRCP)*

Monday, May 10 through

Friday, May 21, 2021.....Review and consideration of departmental 5YRCP requests by City Manager, Director of Finance, and applicable Department Heads (as needed)

Friday, May 28, 2021..... Deadline for submission of departmental requests for funding **program changes** within the Proposed *FY2020-21 Annual Operating Budget*

JUNE

Tuesday, June 1, 2021.....**Presentation of Proposed 2021 Five-Year Capital Plan to Mayor and City Council by City Manager**
(Regular Council Meeting)

Tuesday, June 8, 2021..... City Council 5YRCP Review/ Work Session (*tentative**)

Tuesday, June 15, 2021..... Public Hearing on Proposed *2021 Five Year Capital Plan*
(Scheduled Council Meeting)

Monday, June 8 through

Friday, July 9, 2021.....Review and consideration of program change requests and straight-line budget projections by City Manager, Director of Finance, and applicable Department Heads (as needed)

JULY

Tuesday, July 7, 2021..... Resolution formally adopting the *2021 Five Year Capital Plan*
(Regular Council Meeting)

AUGUST

Tuesday, August 3, 2021.....**Presentation of Proposed FY2021-22 Annual Operating Budget to Mayor & City Council by City Manager**
(Regular Council Meeting)Resolution formally adopting the 2020 Five-Year Capital Plan
....Set dates for public hearings on tax rate.

Monday, August 9, 2021.....Publish General Budget Summary
....Publish Effective Property Tax Rate & Rollback Calculation
.... Publish Notice of 1st Public Hearing on Tax Rate and Budget

Tuesday, August 10, 2021..... Council Budget Review/ Work Session (*tentative**)

Tuesday, August 24, 2021..... Council Budget Review/ Work Session (*tentative**)

SEPTEMBER

Tuesday, September 7, 2021.....First Public Hearing on Proposed Tax Rate and Budget
(Regular Council Meeting)**First Reading** of Appropriations Ordinance Adopting
FY2021-22 Annual Operating Budget and Tax Rate

Tuesday, September 14, 2021.....Council Budget Review/ Work Session (*tentative**)

Tuesday, September 21, 2021.....**Second Reading and Final Adoption** of Appropriations
(Scheduled Council Meeting) Ordinance and Tax Rate Ordinance for FY 2021-22

Tuesday, September 28, 2021.....Deadline established by City Charter for final adoption of
FY2021-22 Annual Operating Budget
("The budget shall be finally adopted not later than
three {3} calendar days prior to the end of the fiscal
year")

OCTOBER

Friday October 1, 2021..... Beginning of FY2021-22 Fiscal Year

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



Thomas L. Mattis
City Manager

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



Elgin City Council Meeting Agenda Item Executive Summary

ITEM: 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 –March 23, 2021

DEPARTMENT: Administration

PROPOSED ACTION:

Review and approve the City Council Regular Meeting Minutes - March 23, 2021

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 –March 23, 2021

ATTACHMENTS: City Council Regular Meeting Minutes –March 23, 2021

{ } 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.

MINUTES
ELGIN CITY COUNCIL REGULAR MEETING
ELGIN PUBLIC LIBRARY ANNEX COUNCIL CHAMBERS
404 NORTH MAIN STREET
MARCH 23, 2021

CALL TO ORDER

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

ROLL CALL

Present: Ron Ramirez, Mayor
Sue Brashar, Mayor Pro Tem
Mary Penson, Council Member
Jessica Bega, Council Member
Juan Gonzalez, Council Member
Susie Arreaga, Council Member
Thomas Ibis, Council Member
Alvis Prince, Council Member
Forest Dennis, Council Member

Mayor Ramirez stated there was a quorum and that Council Member Arreaga was running late and asked for a motion to excuse her at this time.

Mayor Pro Tem Brashar moved to excuse Council Member Arreaga. Council Member Penson seconds the motion. Motion carried 9-0.

Council Member Arreaga arrived at 7:02 pm.

Staff: Thomas L. Mattis, City Manager
Charles Cunningham, Finance Director
Michael Gonzalez, Parks Director
Owen Rock, Director EDC
David Harrell, Planning Director
Pamela Sanders, HR Director
Amy Miller, Community Development Director
Beau Perry, City Engineer

INVOCATION

Council Member Penson gave the invocation.

PUBLIC HEARING

CITY COUNCIL REGULAR MEETING

March 23, 2021 – Page 2

Elgin Public Library Annex Council Chambers

1. Public Hearing on an Ordinance Amending the Official Zoning Map of the City of Elgin, Texas Adopted in Chapter 46, Section 46-3, Revised Code of Ordinances, City of Elgin, Texas, 2013 and Making this Amendment a part of said Official Zoning Map, to wit: To Rezone from “R-1” Single Family District to “A” Multiple Family District for Lots 40A (0.3182 Acres) and 40B (0.6356 Acres) Ashby Subdivision,

Both Properties Being a Total Of 0.9538 Acres said Tract being more Described in Exhibit “A” and Providing a Savings Clause and Repealing Conflicting Ordinances and Resolutions.

Mayor Ramirez opened the Public Hearing at 7:03 pm.

Greg Hennig spoke and thanked the Council for all their work and stated he did not know about the Public Hearing item until he saw a sign on Main Street. He stated that he supported the recommendation by the Planning and Zoning Commission of not approving the change and that the city has approved all of these additions and created a huge mess. He stated a four-plex was not right for this area and that he would support something more in line with what Main Street looks like.

PUBLIC COMMENT

Mayor Ramirez stated a comment was emailed in by Stephanie Lippke and he would read it now.

Dear Mayor Ramirez and Elgin City Council Members,

I would like to bring to your and the citizens of Elgin’s attention some ongoing concerns while you start this Certificate of Obligation Bond process.

During City Manager Thomas Mattis’s eight years with the City of Kyle, he brought General Obligation Bond Elections to the voters NOT Certificate of Obligation bonds, no election needed, to finance the city’s growth and infrastructure. As CM of Kyle, he and his Council obviously believed the voters of Kyle were smart enough and involved enough to make those decisions for themselves. He partnered with the citizens.

Why is it different here in Elgin? By not including the citizens, the City of Elgin is saying, we don’t trust our citizens or voters to make the right decisions. How insulting to our citizens!

Councilman Juan Gonzales commented at the last meeting that the City Council will listen to the citizens but “We will just do what we want...” These statements have led to a tremendous loss of public integrity for the entire council due to the action of the City Manager. Thankfully Councilman Ibis is shining the light on the disparity of this process.

It is also noteworthy, the not-to-exceed amount of \$24 million, would have never flown with Mattis’s previous City Council in Kyle. The only CO Bond Mattis got approved in Kyle was for \$700 thousand. It seems like in Elgin the sky is the limit.

CITY COUNCIL REGULAR MEETING

March 23, 2021 – Page 3

Elgin Public Library Annex Council Chambers

Remember this is the man that covered for a absent Chief of Police for close to 2 years. It took the Chief of Police and Emergency Coordinator abandoning the City during the worst storm in history to get some results. Too little. Too late. Is this the best choice to steer our community going forward?

I think it's important to note that Kyle Mayor Lucy Johnson has sought and earned the Texas Comptroller Transparency Star for going above and beyond for their transparency efforts.

Only after Mattis resigned! It took several years to fix but the City of Kyle has now received this award for 4 years running.

All supporting documents to this letter can be found on the Concerned Citizens of Elgin Facebook page.

Better Elgin. 100 percent.

Thanks,

Stephanie Lippke

Concerned Citizens of Elgin

Brian McKinney spoke and stated his purpose tonight was of purpose and gratitude and not asking for anything. He stated that in the summer of 2020 an ad hoc pro police group of concerned citizens assembled to support the Elgin Police Department Law Enforcement Professionals who had earned the respect and loyalty of citizen's living here, only to be unjustly fired, demoralized, or forced to resign. He stated a petition was started expressing their concern and had about 500 signatures, and most of their concerns had fallen on deaf ears due to open records requests the citizens of Elgin have documented how city management and EPD have operated over the years. Mr. McKinney thanked several former officers and stated they would continue to keep them in their hearts, minds, and prayers.

CITY MANAGERS REPORT

1. Review and Discussion of the Proposed City of Elgin 2021 Certificates of Obligation and 2021 Refunding Bonds Program.

Krista Lee Marks spoke and stated that this was her 49th year as a resident and 31st year as an employee of Elgin ISD and was very interested in the community and wanted to share a bit as they spoke about investments in our community. She stated her favorite part of her job was recruiting and today was involved in a job fair trying to bring teachers to Elgin and had spoken to them about Elgin being designated a fast-growing business district and that the town and community is invested in downtown.

Grant Hennig spoke and stated that he was against the bond proposal and that he had hoped with new members and a new Mayor that they would treat the city differently. He stated that the previous group passed a lot of debt for the city and was very concerned that they were doubling the city debt and bond numbers with this proposal with the voters not having a say. He stated his concern for the interest to be paid on 25 million for 30 years, and the voters not having a say in it.

CITY COUNCIL REGULAR MEETING

March 23, 2021 – Page 4

Elgin Public Library Annex Council Chambers

Ed Rivers spoke and stated that he supported the bond and felt that Elgin is growing and progressing, and we need to get ahead of the game and not fall behind. He stated that he considered it a privilege to work downtown as his father, grand-father, and great grand-father did and that he was on the Council in 80 or 81-82 when they started the Main Street program, and it was still here and still progressing. He stated that he was on the Main Street Board and was here to speak on the downtown Veterans Park aka Central Park as the bond proposal is written. He stated that he supported it and would do a lot for the kids.

City Manager Thomas stated that at the last meeting there was some confusion over the exact numbers for the bond but that he wanted to clarify that the Council had to vote to specifically stipulate what projects would or would not be included in that amount that is why the number changed slightly at the meeting. He stated that once the Council agreed that the project list included projects that totaled 24 million plus change then that had to be added into that number. He stated that a final vote or final decision has not been made about what the final amount will be but wanted to clarify that the 24890 number now is the not to exceed number no matter what projects are included. Mr. Mattis provided a presentation with a list of projects the Council has looked at before. He stated that all these projects have been part of and improved and included in the five-year capital plan for a number of years and encouraged people to review this report that is on the city website. Amy Miller provided a presentation on the various park projects and Mr. Mattis stated that what staff is recommending is that the Council consider a slight funding change and devote the 500,000 that is currently proposed as being for downtown alleys and move all that funding over to the Veterans Park project based on feedback from property business owners downtown. Beau Perry, City Engineer provided a report on the issues with the water treatment plant during the cold weather and the possible need for generators. Mr. Mattis stated that he anticipated having this item on every agenda until the final vote in May which would give Council time to ask questions or if they have specific projects they would like a more detailed report.

2. Discussion and Possible Direction to Staff Regarding Potential Neighborhood Traffic and Safety Upgrades at certain locations throughout the city.

Grant Hennig spoke and stated that he did not disapprove of anything that is going to protect traffic and safety for our citizens but his issue with some of these is again as a city allowed these things to happen and create issues by allowing roads to go in where they are not designed to go. He asked that the city look at things like zoning changes, Main Street or any neighborhood so that they do not have to go back and fix it.

Mr. Mattis stated this item was on four projects Council had been discussing for a while and that the Houston, Madison Street project was very close to having the engineering studies done and analysis for the placement of the stop signs and he hoped to be coming back to Council to formally approve that. He stated that on the Hillside Old McDade Road area the city was in the final stages and moving forward with that project.

CITY COUNCIL REGULAR MEETING

March 23, 2021 – Page 5

Elgin Public Library Annex Council Chambers

Mr. Mattis stated that the staff and City Engineer were still trying to figure out how much of this staff can do as opposed to contracting it out, but it would still be about 25,000 dollars for supplies and materials. He stated that discussions had been held with TXDOT on both of these projects as they both affected TXDOT right of way and on the South Ave A concept they pitched to them they were supportive. He stated the one project they are waiting on from TXDOT is the Ramirez Road configuration and that they supported the concept presented by staff. Mr. Mattis stated that part of the discussion and meeting with TXDOT was to have discussions about what we call here the Y down here at Loop 109, a hair street coming into Main Street about some possible improvements there. He stated that he hoped to have more to report on at the next meeting.

3. General Activity Report and/or Project Update.

City Manager Thomas stated that the city was having a second Covid clinic at the Rec Center starting next week, and then provide a picture he received of the interior of the water tower out at the high school and that it should have no more leaks.

CONSENT AGENDA

1. City Council Meeting Minutes – March 9, 2021.

2. AN ORDINANCE CHANGING THE NAME OF “HICKORY LANE” TO “HOPTREE LANE” WITHIN THE WOODLAWN SUBDIVISION; PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES AND RESOLUTIONS.

Item #2 was withdrawn until a later date.

Council Member Bega moved to approve the Consent Agenda. Council Member Penson seconds the motion. Motion carried 9-0.

NEW BUSINESS

1. PURSUANT TO ARTICLE III, SECTION 13 OF THE ELGIN HOME RULE CHARTER, THIS IS AN EMERGENCY ORDINANCE DECLARING THAT A PUBLIC HEALTH EMERGENCY EXISTS BECAUSE OF THE WORLD-WIDE COVID-19 PANDEMIC; ESTABLISHING REQUIREMENTS RELATED TO THE POSTING OF A PUBLIC NOTICE BY COMMERCIAL ENTITIES AND THE WEARING OF FACE COVERINGS AND PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES AND RESOLUTIONS.

Council Member Penson moved to extend the ordinance wearing of face masks. There was no second. Motion fails.

CITY COUNCIL REGULAR MEETING

March 23, 2021 – Page 6

Elgin Public Library Annex Council Chambers

2. AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF ELGIN, TEXAS ADOPTED IN CHAPTER 46, SECTION 46-3, REVISED CODE OF ORDINANCES, CITY OF ELGIN, TEXAS, 2013 AND MAKING THIS AMENDMENT A PART OF SAID OFFICIAL ZONING MAP, TO WIT: TO REZONE FROM “R-1” SINGLE FAMILY DISTRICT TO “A” MULTIPLE FAMILY DISTRICT FOR LOTS 40A (0.3182 ACRES) AND 40B (0.6356 ACRES) ASHBY SUBDIVISION, BOTH PROPERTIES BEING A TOTAL OF 0.9538 ACRES SAID TRACT BEING MORE DESCRIBED IN EXHIBIT “A”; AND PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES AND RESOLUTIONS.

Council Member Dennis moved to go with the Planning and Zoning recommendation and deny the request and not approve the ordinance. Mayor Pro Tem Brashar seconds the motion. Motion carried 9-0.

Mayor Ramirez called for a five-minute recess at 9:06 pm and resumed the meeting at 9:11 pm.

3. RESOLUTION BY THE CITY COUNCIL OF THE CITY OF ELGIN, TEXAS APPROVING A REAL ESTATE CONTRACT BETWEEN THE CITY OF THE ELGIN ECONOMIC DEVELOPMENT CORPORATION AND SYKES INDUSTRIES, LLC AND AUTHORIZING THE MAYOR TO APPROVE THE CONTRACT.

Mayor Pro Tem Brashar moved to approve the resolution as presented. Council Member Gonzalez seconds the motion. Motion carried 9-0.

4. A RESOLUTION OF THE CITY OF ELGIN, TEXAS AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH TRC ENGINEERS INC. FOR PROFESSIONAL ENGINEERING SERVICES RELATED TO THE COUNTY LINE ROAD SCHOOL ZONE BEACONS PROJECT, AND MAKING CERTAIN FINDINGS RELATED THERETO.

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

5. A RESOLUTION OF THE CITY OF ELGIN, TEXAS AUTHORIZING THE CITY MANAGER TO EXECUTE A LETTER AGREEMENT WITH TRC ENGINEERS INC. FOR PROFESSIONAL ENGINEERING SERVICES RELATED TO MAKING A WATER SYSTEM RISK AND RESILIENCE ASSESSMENT AND EMERGENCY RESPONSE PLAN AND MAKING CERTAIN FINDINGS RELATED THERETO.

Council Member Penson moved to approve the Resolution as presented. Mayor Pro Tem Brashar seconds the motion. Motion carried 9-0.

CITY COUNCIL REGULAR MEETING

March 23, 2021 – Page 7

Elgin Public Library Annex Council Chambers

6. A RESOLUTION BY THE CITY OF ELGIN, TEXAS SUSPENDING THE MAY 3, 2021 EFFECTIVE DATE OF THE PROPOSAL BY CENTERPOINT ENERGY RESOURCES CORP., D/B/A CENTERPOINT ENERGY ENTEX AND CENTERPOINT ENERGY TEXAS GAS – SOUTH TEXAS DIVISION TO IMPLEMENT INTERIM GRIP RATE ADJUSTMENTS FOR GAS UTILITY INVESTMENT IN 2020 AND REQUIRING DELIVERY OF THIS RESOLUTION TO THE COMPANY AND LEGAL COUNSEL.

Mayor Pro Tem Brashar moved to approve the resolution as presented. Council Member Dennis seconds the motion. Motion carried 9-0.

7. Appointments to The Building Standards Commission for Partial Terms.

Mayor Pro Tem Brashar moved to appoint Regan Dumbeck and Brian Lundgren to the Building Standards Commission.

8. School Zone Safety on County Line Road – Council Member Ibis.

No action taken. To be brought back with more information later.

9. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE SUBMISSION OF A TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM APPLICATION TO THE TEXAS DEPARTMENT OF AGRICULTURE FOR THE 2021-2022 COMMUNITY DEVELOPMENT FUND; AND AUTHORIZING THE MAYOR OR CITY MANAGER TO ACT AS THE CITY'S EXECUTIVE OFFICERS AND AUTHORIZED REPRESENTATIVES IN ALL MATTERS PERTAINING TO THE CITY'S PARTICIPATION IN THE TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM.

Council Member Penson moved to approve the Resolution as presented. Mayor Pro Tem Brashar seconds the motion. Motion carried 9-0.

10. TXCDBG 21-22 Citizen Participation Plan.

Mayor Pro Tem Brashar moved to approve the TXCDBG 21-22 Citizen Participation Plan. Council Member Dennis seconds the motion. Motion carried 9-0.

ANNOUNCEMENTS

Mayor Pro Tem Brashar mentions little league game on Saturday.

CITY COUNCIL REGULAR MEETING
March 23, 2021 – Page 8
Elgin Public Library Annex Council Chambers

ADJOURNMENT

CITY COUNCIL REGULAR MEETING
March 23, 2021 – Page 4
Elgin Public Library Annex Council Chambers

Mayor Ramirez adjourned the City Council Meeting at 9:45 pm.

Ron M. Ramirez, Mayor

ATTEST:

Amelia Sanchez, City Secretary



Elgin City Council Meeting Agenda Item Executive Summary

ITEM:

DEPARTMENT: Community Services

PROPOSED ACTION: CONSIDER REQUEST TO CLOSE STREETS FOR THE WESTERN DAYS FESTIVAL PARADE ON SATURDAY JUNE 26 FROM 8:00AM TO NOON.

BACKGROUND: The Elgin Chamber of Commerce organizes the annual Western Days Festival and Parade for June 24 – 26, 2021. Western Days is a free festival with carnival and parade for the community. On Saturday June 26, the parade lines up on 11th street from Main Street to 2nd Street and on 2nd street at Elgin Elementary School. The parade follows the route 11th street, turning south on Main Street, continuing through downtown, and ending at Brenham street, where floats return via Avenue C and Avenue A. The parade begins at 10:00 am. The chamber requests to close 11th street from 2nd street to Main Street, Main Street from 11th to Brenham Street on Saturday, June 26 from 8:00am to noon.

BUDGET/FINANCIAL IMPACT:

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

RECOMMENDATION: Take action on request to close 11th street from 2nd street to Main Street, Main Street from 11th to Brenham Street on Saturday, June 26 from 8:00am to noon.

ATTACHMENTS:

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

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





March 15, 2021

Mayor and City Council
City of Elgin
310 N. Main
Elgin, TX 78621

RE: Item for Agenda

The Elgin Chamber of Commerce Board of Directors has met and voted to move forward with the planning of the annual Western Days Festival scheduled for the 4th week in June. Of course we were disappointed to have to cancel the 51st annual summer event last year due to COVID19. But, with the medical advancements of vaccines and the number of active cases dropping, we believe our community is anxious to gather again. Our community has much to celebrate and we look forward to bringing people together to enjoy this summer tradition that has been enjoyed in Elgin for 50 years.

We believe we can take steps to provide a safe event for everyone. The Chamber is committed to following the CDC guidelines for event and large gatherings and direction from the Texas Association of Festivals and Events.

At this time we are planning for the carnival to be here June 24-June 26. The ownership of the carnival has assured us they are following safe practices as required by their insurance company and the guidelines set forth by the State of Texas. As we continue with our plans, we anticipate having a smaller list of activities during the week this year. However, the traditional parade and activities in the Memorial Park on Saturday are being planned.

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

1. Use of Elgin Memorial Park from June 24, 2021 until June 26, 2021 at the discounted non-profit rate.
2. Waive the open container ordinance at Memorial Park for the following dates along with the stipulation that there will not be glass containers:
 - a. June 25, 2021 from 6:00p.m. - 12:15a.m.
 - b. June 26, 2021 from 8:00a.m. - 8:00p.m.
3. Request the use and closure of the following streets and related side streets for the parade with a start time of 8:00a.m. and completion by 12:00 noon. The Parade follows 11th street turning south onto Main and ending at Main and Alamo, with the floats returning on Avenue C to the Elementary School campus.
4. Request the waiver of all fees that may be involved with closing of the streets for the parade.

We are looking forward to a great Western Days! We appreciate the City of Elgin's assistance to make this a safe successful event and enjoyed by all participants. We welcome any suggestions and if you have any questions please contact me at 512-285-4515.

Sincerely,



Gena Carter
President



Elgin City Council Meeting Agenda Item Executive Summary

ITEM:

DEPARTMENT: Community Services

PROPOSED ACTION: CONSIDER REQUEST TO WAIVE THE OPEN CONTAINER ORDINANCE FOR THE WESTERN DAYS FESTIVAL JUNE 25, 2021 FROM 6:00PM TO 12:15AM AND SATURDAY JUNE 26 FROM 8:00AM TO 8:00PM IN ELGIN MEMORIAL PARK.

BACKGROUND: The Elgin Chamber of Commerce organizes the annual Western Days Festival and Parade June 24 – 26, 2021. Western Days is a free festival for the community. The chamber requests that the open container ordinance be waived for Friday June 25 from 6pm to 12:15 AM and on Saturday June 26 from 8am to 8pm in Elgin Memorial Park.

BUDGET/FINANCIAL IMPACT:

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

RECOMMENDATION: Take action on request to request to waive the open container ordinance for the Western days festival open container ordinance be waived for Friday June 25 from 6pm to 12:15 AM and on Saturday June 26 from 8am to 8pm in Elgin Memorial Park.

ATTACHMENTS:

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

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



March 15, 2021

Mayor and City Council
City of Elgin
310 N. Main
Elgin, TX 78621

RE: Item for Agenda

The Elgin Chamber of Commerce Board of Directors has met and voted to move forward with the planning of the annual Western Days Festival scheduled for the 4th week in June. Of course we were disappointed to have to cancel the 51st annual summer event last year due to COVID19. But, with the medical advancements of vaccines and the number of active cases dropping, we believe our community is anxious to gather again. Our community has much to celebrate and we look forward to bringing people together to enjoy this summer tradition that has been enjoyed in Elgin for 50 years.

We believe we can take steps to provide a safe event for everyone. The Chamber is committed to following the CDC guidelines for event and large gatherings and direction from the Texas Association of Festivals and Events.

At this time we are planning for the carnival to be here June 24-June 26. The ownership of the carnival has assured us they are following safe practices as required by their insurance company and the guidelines set forth by the State of Texas. As we continue with our plans, we anticipate having a smaller list of activities during the week this year. However, the traditional parade and activities in the Memorial Park on Saturday are being planned.

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

1. Use of Elgin Memorial Park from June 24, 2021 until June 26, 2021 at the discounted non-profit rate.
2. Waive the open container ordinance at Memorial Park for the following dates along with the stipulation that there will not be glass containers:
 - a. June 25, 2021 from 6:00p.m. - 12:15a.m.
 - b. June 26, 2021 from 8:00a.m. - 8:00p.m.
3. Request the use and closure of the following streets and related side streets for the parade with a start time of 8:00a.m. and completion by 12:00 noon. The Parade follows 11th street turning south onto Main and ending at Main and Alamo, with the floats returning on Avenue C to the Elementary School campus.
4. Request the waiver of all fees that may be involved with closing of the streets for the parade.

We are looking forward to a great Western Days! We appreciate the City of Elgin's assistance to make this a safe successful event and enjoyed by all participants. We welcome any suggestions and if you have any questions please contact me at 512-285-4515.

Sincerely,



Gena Carter
President



Elgin City Council Meeting Agenda Item Executive Summary

ITEM:

DEPARTMENT: Community Development

PROPOSED ACTION: Consider waiving or reducing fees for costs associated with Western Days Festival and Parade.

BACKGROUND:

The Elgin Chamber of Commerce organizes the annual Western Days Festival and Parade June 24-26, 2021. Western Days is a free festival for the community with parade at 10am Saturday and carnival Thursday through Saturday. The parade route requires 18 City of Elgin staff and 6 police officers with 66 barricades for traffic control and City of Elgin employees for Saturday litter removal for total costs associated with the Western Days Festival at \$4,000.

BUDGET/FINANCIAL IMPACT:

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

The Police Department has officer time for parades included in the overtime budget. City departments assist with street closures. The public works department has it included in overtime. These funds may also be impacted by weather related events throughout the year.

RECOMMENDATION:

Take action on waiver or reduction of fees associated with the Western Days Festival and Parade.

ATTACHMENTS:

Request letter attached.

- { } 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.



March 15, 2021

Mayor and City Council
City of Elgin
310 N. Main
Elgin, TX 78621

RE: Item for Agenda

The Elgin Chamber of Commerce Board of Directors has met and voted to move forward with the planning of the annual Western Days Festival scheduled for the 4th week in June. Of course we were disappointed to have to cancel the 51st annual summer event last year due to COVID19. But, with the medical advancements of vaccines and the number of active cases dropping, we believe our community is anxious to gather again. Our community has much to celebrate and we look forward to bringing people together to enjoy this summer tradition that has been enjoyed in Elgin for 50 years.

We believe we can take steps to provide a safe event for everyone. The Chamber is committed to following the CDC guidelines for event and large gatherings and direction from the Texas Association of Festivals and Events.

At this time we are planning for the carnival to be here June 24-June 26. The ownership of the carnival has assured us they are following safe practices as required by their insurance company and the guidelines set forth by the State of Texas. As we continue with our plans, we anticipate having a smaller list of activities during the week this year. However, the traditional parade and activities in the Memorial Park on Saturday are being planned.

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

1. Use of Elgin Memorial Park from June 24, 2021 until June 26, 2021 at the discounted non-profit rate.
2. Waive the open container ordinance at Memorial Park for the following dates along with the stipulation that there will not be glass containers:
 - a. June 25, 2021 from 6:00p.m. - 12:15a.m.
 - b. June 26, 2021 from 8:00a.m. - 8:00p.m.
3. Request the use and closure of the following streets and related side streets for the parade with a start time of 8:00a.m. and completion by 12:00 noon. The Parade follows 11th street turning south onto Main and ending at Main and Alamo, with the floats returning on Avenue C to the Elementary School campus.
4. Request the waiver of all fees that may be involved with closing of the streets for the parade.

We are looking forward to a great Western Days! We appreciate the City of Elgin's assistance to make this a safe successful event and enjoyed by all participants. We welcome any suggestions and if you have any questions please contact me at 512-285-4515.

Sincerely,



Gena Carter
President



Elgin City Council Meeting Agenda Item Executive Summary

ITEM: AN ORDINANCE CHANGING THE NAME OF “HICKORY LANE” TO “HOPTREE LANE” WITHIN THE WOODLAWN SUBDIVISION; PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES AND RESOLUTIONS.

DEPARTMENT: Development Services.

PROPOSED ACTION: Consideration of an Ordinance changing a street name within an existing subdivision.

BACKGROUND: In consultation with Bastrop County, it was determined the name “Hickory Lane” is duplicated within the Woodlawn Subdivision in the City and within the Hidden Oaks Subdivision near FM 1704 and Balch Rd. in unincorporated Bastrop County. These two (2) areas are within the same zip code. This constitutes a public safety issue as street and location confusion could result in delay of 911 services. It was decided by the Dept. that the City should undertake the name change as only five (5) addressed lots would be impacted versus thirty-two (32) addressed lots in the Hidden Oaks Subdivision.

The name of “Hoptree Lane” has been confirmed with Bastrop Co. as being unused at this time. This name retains the tree species street names in that subdivision, both consist of one (1) word, and both maintain the letter “H”. The proposed Ordinance has also been modified to make the name change effective on May 16th, 2021 to give proper notification to affected residents, manufacture and change street signs, notify post office, and other government agencies. This delay should make the transition easier for impacted residents and all other parties.

The item was on the consent agenda on March 23rd but was delayed in order to notify the property owners. Letters were sent out to the five (5) property owners on March 26th, 2021 to notify of the proposal and advise the date, time, and location of this meeting.

BUDGET/FINANCIAL IMPACT:

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

RECOMMENDATION: Staff recommends approval of the Ordinance.

ATTACHMENTS: Ordinance with Exhibit “A”, Letter to Property Owners.

{ } 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. 2021-04-06-_____

AN ORDINANCE CHANGING THE NAME OF “HICKORY LANE” TO “HOPTREE LANE” WITHIN THE WOODLAWN SUBDIVISION; PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES AND RESOLUTIONS.

WHEREAS, the City of Elgin and Bastrop County concluded the name “Hickory Lane” is duplicated within the same zip code and this duplication represents a public safety issue; and

WHEREAS, the City of Elgin is instituting this name change as it will impact five (5) addressed lots versus thirty-two (32) addressed lots in Bastrop County and thereby impacts less citizens in the zip code.

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

I.

That the street now known as “Hickory Lane” as shown on Exhibit “A”, will hereby be changed to “Hoptree Lane” effective on May 16, 2021; and

II.

That all references to this street name in The Code of Ordinances (2013 Edition), City of Elgin, Texas, are hereby amended to reflect said change; and

III.

All existing traffic control signs on this street are hereby amended to reflect this change of name.

IV.

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

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

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

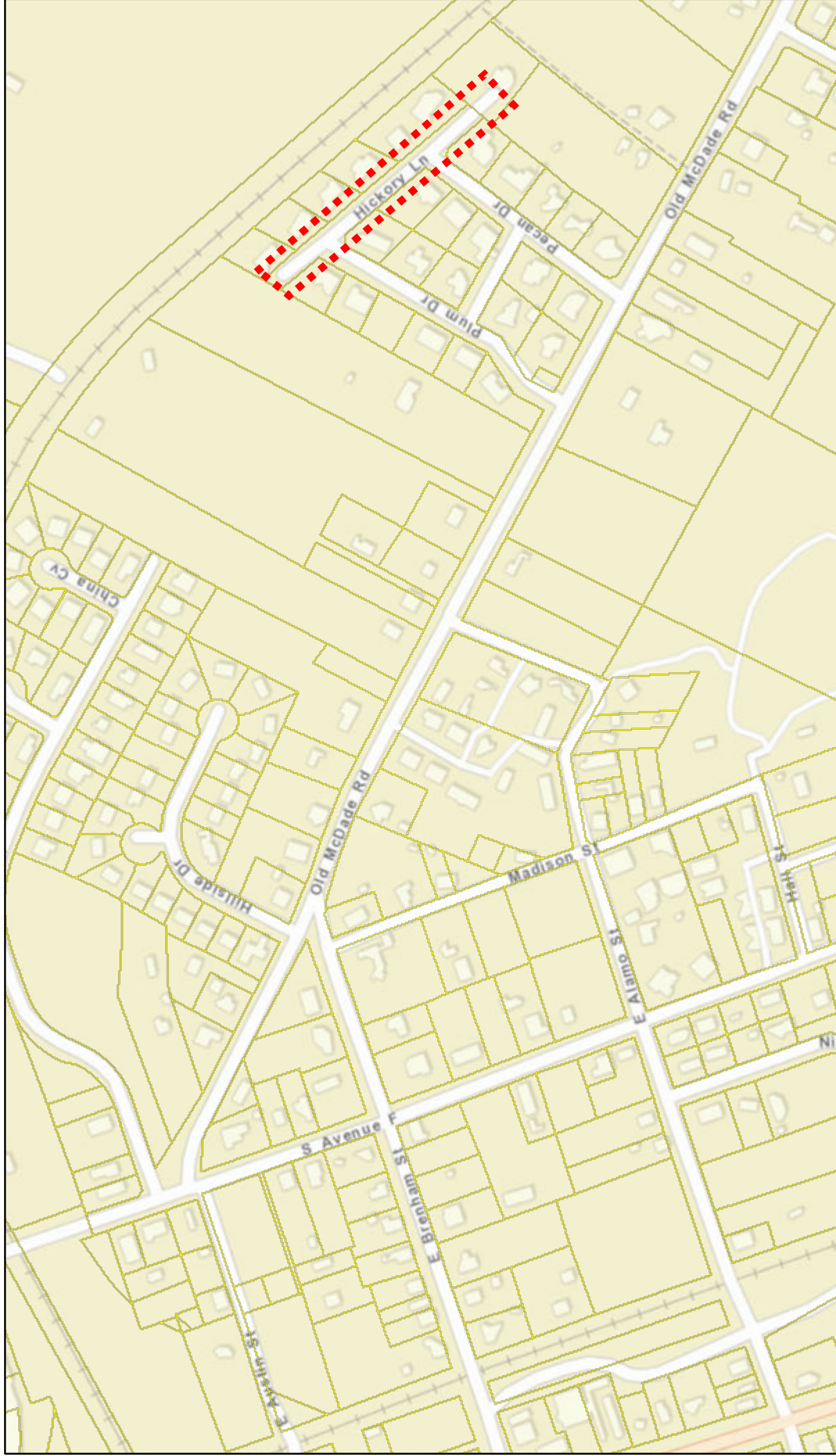
READ, PASSED, and ADOPTED on first (1st) reading this the 6th day of April 2021.

Ron M. Ramirez, Mayor

ATTEST:

Amelia Sanchez, City Secretary

Exhibit "A"



3/11/2021, 4:23:21 PM

□ Bastrop County Parcels

1:4,514

0 0.03 0.07 0.13 mi

0 0.05 0.1 0.2 km

Esri, HERE, Garmin, INCREMENT P, NGA, USGS, TRC GIS, City of Elgin



March 26, 2021

RE: Potential Rename of Hickory Lane Due to Existing Name Duplication in County.

To Whom It May Concern:

In consultation with Bastrop County, it was determined the street name “Hickory Lane” is duplicated within your subdivision and another subdivision within unincorporated Bastrop County. These two (2) areas are within the same zip code. This constitutes a public safety issue as street and location confusion could result in potential delay of 911 services. A street name change would be the best way to address this issue. Since your subdivision would only result in six (6) addressed lots being impacted versus thirty-two (32) addressed lots in the other subdivision, the City proposes to change the street name. The City proposes the name of “Hoptree Lane” which retains the tree species street names, both consist of one (1) word, and both maintain the letter “H”.

This letter is being written to inform you of this proposed change. This proposal will go forward at the April 6, 2021 City Council Meeting starting at 6:30 PM located in Council Chambers at 404 N. Main St. (Public Library Annex, Civic Center) for consideration. If approved, Staff is proposing a delay on the name change until May 1, 2021 to properly notify of the change and allow time for changing of postal address and personal information to the new street name. This change will only affect the street name and not the numerical address. City records will auto change on May 1 to reflect this change. If you have any additional questions or concerns, please feel free to contact me.

Respectfully,

David Harrell, AICP
Director of Development Services

FIRST	LAST	OWNER ADDRESS	CITY	STATE	ZIP	PID
Hinds	Ellen Margaret	143 Ginsel Ln. (for 101 Hickory Ln.)	Elgin	TX	78621	13832
Durda	Daniel & Amber	105 Hickory Ln.	Elgin	TX	78621	13834
Hendrix	Joel A.	109 Hickory Ln.	Elgin	TX	78621	13836
Montgomery	William B.	113 Hickory Ln.	Elgin	TX	78621	13838
Kraft	Jason	121 Hickory Ln.	Elgin	TX	78621	13842



Elgin City Council Meeting Agenda Item Executive Summary

ITEM: A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT BETWEEN THE CITY OF ELGIN, TEXAS (CITY) AND WATKINS CONSULTING FOR FIRE CODE PLAN REVIEW AND FIRE INSPECTIONS.

DEPARTMENT: Development Services.

PROPOSED ACTION: Discussion, consideration, and action on a Resolution to authorize the Mayor to execute a contract between the City and Watkins Consulting for Fire Code Review and Fire Inspections.

BACKGROUND: The Dept. already has a contract though it's third (3rd) party building service provider for use of their third (3rd) party fire service provider. This proposal would not change this approved contract and it will remain in effect. However, the Dept. is beginning to internalize its building services and will have less interaction with its third (3rd) party building service provider and would desire that for the third (3rd) party fire service provider as well. This would be a direct independent contract between the City and the Watkins Consulting for the providing of fire services such as plan review and inspection. This would result in increase in customer service and reduction in response times as the company is based out of the northside of Austin. An approval of this contract would not result in any additional cost to the City or its taxpayers.

BUDGET/FINANCIAL IMPACT:

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

RECOMMENDATION: Staff recommends approval of the Resolution.

ATTACHMENTS: Resolution with Exhibit "A".

{ } 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. 2020-04-06-____

A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT BETWEEN THE CITY OF ELGIN, TEXAS (CITY) AND WATKINS CONSULTING FOR FIRE CODE PLAN REVIEW AND FIRE INSPECTIONS.

WHEREAS, the City currently uses a signed contract with ATS Engineers, Inspectors, & Surveyors (ATS) a third (3rd) party reviewer for building plan review and inspections for use of their third (3rd) party fire code plan review and inspections as approved under Resolution 2020-02-04-06; and

WHEREAS, the City desires to have its own independent third (3rd) party fire code plan reviewers and fire inspectors to increase customer service and decrease response time; and

WHEREAS, the internalization of building services into the Development Services Department will necessitate less interaction with ATS, and the Dept would desire an independent third (3rd) party fire code plan reviewers and fire inspectors controlled by the City.

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

Section 1. Effective Date. This Resolution shall take effect immediately upon passage.

PASSED, and **APPROVED** on this 6th day of April, 2021.

RON M. RAMIREZ, Mayor
City of Elgin, Texas

ATTEST:

AMELIA SANCHEZ, City Secretary

WATKINS CONSULTING PROPOSAL FOR SERVICES

For City of Elgin

Watkins Consulting is pleased to submit this proposal for services to support the City of Elgin (the "City") in the areas of Fire Plan Review and Fire Inspection. This proposal will serve as Agreement for services between Watkins Consulting (the "Vendor") and the City of Elgin.

Services

- Plan Review for compliance with City adopted, fire code provisions as well as other local ordinances and applicable state and federal law.
- Review for Fire Alarm, Fire Suppression (wet and dry systems) and Venthhood systems code compliance
- On-site Fire Inspections
- Additional Information listed in **Exhibit A**

Agreement

The City agrees to contract plan review and inspection services, on an as needed basis, for the rates listed in **Exhibit B**. This agreement will be in place for one (1) year from the effective date. This agreement shall automatically renew every year.

If the Vendor fails to perform their duties in a reasonable and competent manner, the City shall give written notice of the deficiencies and the successful Vendor shall have thirty (30) calendar days to correct such deficiencies. If the Vendor fails to correct the deficiencies within the thirty (30) calendar days, the City may terminate the agreement by giving the Vendor written notice of termination and the reason for termination.

Either party may terminate the Agreement without cause upon thirty (30) calendar days written notice to the other party. In addition, the City may provide a notice of cancellation and terminate this contract at any time. If this agreement is terminated, Vendor shall turn over all material, records and deliverables created to date within fifteen (15) working days after completion of duties through the termination date.

Service Level

- a) Vendor shall acknowledge receipt of work order no later than twenty-four (24) hours after City sends electronic notification of order.
- b) City shall receive an estimate of hours for each project and shall approve said estimate before work begins on the assigned work order.
- c) Vendor will communicate with City staff by phone, video, e-mail, or in person.
- d) Vendor will attend meetings, if necessary, with staff to understand process changes or updates.
- e) Vendor will attend board, commission, or council meetings, if necessary, with staff for any items as covered by this agreement.

Invoicing

Vendor shall invoice the City monthly for work orders assigned and completed during the previous month. Invoices will be submitted to the City by the fifth (5th) of each month, and payment is requested by the last calendar day of the same month.

Timeline for Execution

- Site Development Plans, Platting, and Subdivision Construction Plan reviews will be completed within fifteen (15) business days of approved estimate.
- Building Permits, Fire Alarm, Suppression Systems and VenthooD Reviews will be completed within ten (10) business days of approved estimate.
- Inspections will be coordinated directly with the Inspector and schedule timelines accordingly.

Project Deliverables

Comment review letters, inspection approvals or denials, inspection reports shall be provided via email to the following main City Development Services Department email address at planninganddevelopment@ci.elgin.tx.us. In situations where the City uses permitting software and the Vendor has been incorporated into the software, the Vendor shall place all associated plan review comments, inspections, and inspection results into it.

Supplied Material

City shall supply Vendor with digital drawing files, project applications, supporting documentation and any pertinent information necessary to perform reviews and inspections. City shall also provide access to software used by the City if access is necessary to perform the Review or Inspection process.

Qualifications

Vendor provides a team of qualified professionals, with over thirty (30) years of combined Fire Review and Inspection experience. Only staff as listed in Exhibit "C" may perform work related to the Vendor.

Vendors shall provide documentation of their credentials as noted in Exhibit "C" on the demand of the City. It shall be the responsibility of the Vendor to ensure properly credentialed employees in accordance with applicable local, state and federal law.

See **Exhibit C** for Credentials

In agreement:

Watkins Consulting

By: _____

Print Name: Heather L. Watkins

Date: 02/27/2021

Contact Postal Address: 1107 Brushy Creek Drive, Round Rock, TX 78664

Contact Phone Number: 512-851-3169

Contact Email Address: watkinsconsultingteam@gmail.com

City of Elgin

By: _____

Print Name: _____

Date: _____

Contact Postal Address: ATTN: Development Services Dept., City of Elgin, P.O. Box 591, Elgin, TX 78621

Contact Phone Number: (512)-281-0119

Contact Email Address: planninganddevelopment@ci.elgin.tx.us

WATKINS CONSULTING SERVICES – EXHIBIT A

Fire Plan Review

Concept Plan
Subdivision Plat Review
Subdivision Construction Plan Review
Site Development Plan
Commercial Building Plan Review
Fire Alarm and Detection Review
Fire Suppression System Review
Venth Hood Suppression Review
Commercial Demolition
Commercial Deck-Patio Review
Commercial Pool-Spa-Hot Tub Review
Commercial Trades Permit

Inspections

90 Days Inspection
Access Gate Inspection
Aerosol Products
Annual Inspection
Aviation Facilities
Burn Permit
Carnivals / Fairs
Cellulose Nitrate Film
Combustible Storage
Commercial Demolition
Compressed Gases
Complaint
Consultation
Cryogenics
Daycare Inspection
Development Meeting
Driveway Inspection
Dry Cleaning Plant
Dust Producing Operations /Storage
Exhibit / Trade Show
Final CO Inspection
Fire Alarm Inspection
Fire Wall Inspection
Flammable /Combustible Liquids
Floor Finish
Foster Home Inspection
Fruit Ripening
Garage Repairs / Motor Vehicle Fuel
Hazardous Materials
Hazardous Production Materials

Heliport / Helistop
High-Piled Storage
Home Safety Survey
Hood and Duct Inspection
Hot Works
Hydrant Pre-Install Inspection
Knox-Box Program
Motor Vehicle Fuel Dispensing
Occupant Load Inspection
Paint Booth
Pre-Incident Plan
Pre-Construction Meeting
Reinspection
Site Inspection
Special Event Inspection
Special Hazard
Spray Finishing Operations
Sprinkler System Cover-up
Sprinkler System Final
Sprinkler System Hydro
Sprinkler System Visual
Storage Tank Inspection
Tent and Membrane Structures
Fireworks Stand
Food Trailer Inspection

Other Services

Commercial Building Plan Review
Residential Plan Review
Accessory Structure Plan Review
Swimming Pool Plan Review
Solar PV Plan Review
Code Consulting Services

WATKINS CONSULTING FEE SCHEDULE – EXHIBIT B

FIRE PLAN REVIEW

New Construction and Remodel:

First Review: \$100.00 per project + \$0.15 / SF

Subsequent Reviews: \$75.00 flat fee each

Shell Buildings:

First Review: \$60.00 per project + \$0.05 / SF

Subsequent Reviews: \$50.00 flat fee each

Tenant Improvements / Finish-out:

First Review: \$70.00 per project + \$0.10 / SF

Subsequent Reviews: \$50.00 flat fee each

Site / Preliminary Plan and Subdivision:

Hourly @ \$75.00 / Hour. 1 Hour Minimum

Fire Suppression System / Fire Alarm System / Venth Hood System Review:

Hourly @ \$70.00 / Hour. 1 Hour Minimum

Fire Inspections:

***First Inspection:**

\$95.00 per hour for the first (1st) hour, \$60.00 for each additional hour. 1 Hour minimum

***Subsequent Inspections:**

\$85.00 per hour for the first (1st) hour, \$55.00 for each additional hour. 1 Hour minimum

WATKINS CONSULTING TEAM SUMMARY – EXHIBIT C

David Rodriguez – Phone 512-848-9983

TEAM Point of Contact

Education

Texas Commission on Fire Protection – Austin Community College
NFPA 1033, Standards for Professional Qualifications for Fire Investigators

Certifications:

Fire Plans Examiner, Texas Commission on Fire Protection
Fire Inspector Advanced, Texas Commission on Fire Protection
Fire Investigator Intermediate, Texas Commission on Fire Protection
Hazardous Material Technician, Texas Commission on Fire Protection
Structure Fire Fighter, Texas Commission on Fire Protection

Heather Watkins – Phone 512-851-3169

Contract and AR/AP Point of Contact

Education

Bachelor of Architecture, University of Houston, Texas

Certifications:

Fire Plans Examiner, Texas Commission on Fire Protection
Fire Inspector Advanced, Texas Commission on Fire Protection

Brent Meisenheimer - Phone 512-848-9983

Education

M.S. Fire & Emergency Management Administration, Oklahoma State University
B.S. Fire Protection & Safety Engineering Technology, Oklahoma State University

Certifications:

Certified Fire Protection Specialist, National Fire Protection Association
Fire Plans Examiner, International Code Council
Fire Inspector Advanced, Texas Commission on Fire Protection
Firefighter Master, Texas Commission on Fire Protection

Watkinsconsultingteam@gmail.com

David Harrell

From: Amelia Sanchez
Sent: Wednesday, March 24, 2021 3:13 PM
To: David Harrell
Subject: FW: Online Form Submittal: Application for Community Boards

Amelia Sanchez
City Secretary
City of Elgin
512-229-3222
asanchez@ci.elgin.tx.us



ATTENTION PUBLIC OFFICIALS

A "Reply to All" of this e-mail could lead to violations of the Texas Open Meetings Act, Please reply only to the sender.

From: noreply@civicplus.com <noreply@civicplus.com>
Sent: Tuesday, March 23, 2021 4:25 PM
To: Amelia Sanchez <asanchez@ci.elgin.tx.us>
Subject: Online Form Submittal: Application for Community Boards

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	R Scott
Last Name	Mackay
Telephone	512
Telephone	281
Telephone	9495

Address	839 Central Ave
City	Elgin
State	TX
Zip Code	78621-1516
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	<i>Field not completed.</i>
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	Planning and Zoning Commission
If you apply for multiple boards/commissions, please rank your preferences as 1st, 2nd, 3rd, etc.	P&Z
Why do you want to serve on this board?	Have served on P&Z previously, ~2008-2015. It was interesting and I felt I was helping the City by volunteering.
(Section Break)	
Occupation and/or Area(s) of Expertise	Program manager in Semiconductor equipment; property manager for 1125 N Ave C; armature contractor/home renovator.
Education	PhD
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.	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?	No
If yes, please indicate name:	<i>Field not completed.</i>
(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:	<i>Field not completed.</i>
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	RSM

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.

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	R Scott Mackay
------------------------	----------------

Date	3/23/2021
------	-----------

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



Elgin City Council Meeting Agenda Item Executive Summary

ITEM: Appointment of R. Scott Mackay to the Planning & Zoning Commission for a partial term.

DEPARTMENT: Development Services.

PROPOSED ACTION: Determine appointment of R. Scott Mackay as a new member of the Planning & Zoning Commission for a partial term which would expire on 12-31-2021.

BACKGROUND: The Planning & Zoning Commission currently has one (1) vacancy. The Commission's main purposes are to make recommendations of plans such as Comprehensive Plans, code changes involving development, rezoning, and specific uses. They also consider most plats, subdivision variances, time extensions on plat approvals, and concept plans outside of a PDD zoning. Mr. Mackay previously was on the Commission from 2008 – 2015 and brings previous experience.

BUDGET/FINANCIAL IMPACT:

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

RECOMMENDATION: Appointment of R. Scott Mackay to the Planning & Zoning Commission for a partial term ending on 12-31-2021.

ATTACHMENTS: Application.

{ } 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: APPOINTMENTS TO THE LIBRARY ADVISORY BOARD

DEPARTMENT: Community Services

PROPOSED ACTION: Appointment of members to the Library Advisory Board

BACKGROUND: Michelle Austino and Christy Taylor resigned from the Library Advisory Board in March 2021. Angelica Huerta and Charly Herring are on file as applicants for the Library Advisory Board. Both have been contacted to confirm their availability and willingness to serve.

Library Advisory Board

Yenifer Ibarra (Chair) – December 31, 2022

Janet Gudenkauf (Co-Chair) – December 31, 2022

Jordan Brunes (Secretary) – December 31, 2022

Denise Halter – December 31, 2021

Mary Kathleen Clark – December 31, 2021

Vacancy December 31, 2021

Vacancy December 31, 2021

BUDGET/FINANCIAL IMPACT:

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

RECOMMENDATION: Appointment of members to the Library Advisory board as determined by the Mayor and City Council.

ATTACHMENTS:

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

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

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

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



CITY OF ELGIN APPLICATION FOR COMMUNITY BOARDS

APPLICANT INFORMATION

First Name: Angelica Last Name: Huerta
Home Phone: _____ Work Phone: _____ Cell Phone: 210-310-6177
Address: 120 Taylor Ln., Elgin, TX 78621
E-Mail Address: huerta.10@protonmail.com
Is e-mail a way of contacting you promptly? ☒ Yes ___ No If not, how? _____

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 | ☒ Library Advisory Board |
| ☐ Building Standards Commission | ☐ Main Street Board |
| ☐ Economic Development Corporation | ☐ Parks & Recreation Board |
| ☐ Envision Elgin | ☐ Planning & Zoning Commission |
| ☐ Historic Review Board | ☐ Public Safety Advisory Committee |

Why do you want to serve on this board?

I believe libraries play an important role in a democratic country whereby citizens can explore ideas and learn to read. I would like to be a part of this institution in my own community. I want to see Elgin thrive, especially among our children and vulnerable populations. Libraries have played a huge ~~part~~ part of my life and I want to pass this on to others.

ACADEMIC/WORK EXPERIENCE

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

Occupations Water Resources Engineering consultant and Owner/operator of Red Heron Farm
Formerly a Library Assistant with Austin Community College - Elgin Campus

Education (High School, College, etc.):

Master of Science in Food, Agricultural and Biological Engineering (2013)



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: 4
- (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
- (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.

AK
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.

AK
Signature of Applicant

1/26/2021
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.



310 North Main Street

P.O. Box 591

Elgin, Texas, 78621



(512) 285-5721



www.elgintx.com

CITY OF ELGIN

APPLICATION FOR COMMUNITY BOARDS

APPLICANT INFORMATION

First Name: Charlotte ("Charly") Last Name: Herring

Home Phone: _____ Work Phone: _____ Cell Phone: 281-740-7073

Address: 562 Monkey Road, Elgin, TX 78621

E-Mail Address:
charlyah@icloud.com

Is e-mail a way of contacting you promptly? X Yes ___ No ___ If not, how? _____

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 | ☒ Library Advisory Board |
| ☐ Building Standards Commission | ☐ Main Street Board |
| ☐ Economic Development Corporation | ☐ Parks & Recreation Board |
| ☐ Envision Elgin | ☐ Planning & Zoning Commission |
| ☐ Historic Review Board | ☐ Public Safety Advisory Committee |

Why do you want to serve on this board?

I moved to Elgin in 2017 after spending a decade studying and working in Houston. The change from large, multi-cultural international city to small town has been significant for me, as I first struggled to find community in Elgin. The public library was one of the first places I found here, and I've spent time working, reading, and feeling welcome at the local library. I am looking for a way to become more involved in my chosen community of Elgin and to give back. As a public defender, I regularly have the opportunity to witness dividing lines in smaller, more rural communities between those with money and those without, between those who have been mainstay members of the community for years and those who have joined as immigrants. I believe that our public library is a bridge for our community and a welcoming place for all. I am impressed by the library's efforts at outreach and programming to reach all. When I was a child my mother would take me to the public library (first in Elgin, then in San Antonio) once a week to pick out books for the week and to attend children's programming. Those experiences at the



library fostered my own love of reading that I've maintained my whole life. I love the Elgin Public Library, and I see it as a very important part of this community, and I'd like to be a part of it if I can.

ACADEMIC/WORK EXPERIENCE

Occupation and/or Area(S) of Expertise (If retired please indicate former occupation or profession): Lawyer. I work as a public defender at the Federal Public Defender's Office in Austin. I represent indigent clients in Travis, Bastrop, Williamson, and surrounding counties. I am a fluent Spanish-speaker (required for my work), and I also have prior volunteer experience teaching ESL and citizenship classes to low-income immigrant communities in Houston.

Education (High School, College, etc.): High school – St. Andrew's Episcopal in Austin. College – Columbia University, BA in Latin American Studies and Human Rights. Law School – University of Houston.

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

(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: _____

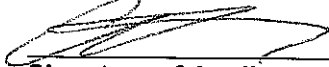
(8) Do you or your employer have any business dealings with the City of Elgin that might present a conflict of interest? ☐ Yes ☒ No
If yes, please explain: _____

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.

CAH
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

2-24-21
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.



310 North Main Street
P.O. Box 591
Elgin, Texas, 78621
(512) 285-5721



www.elgintx.com



Elgin City Council Meeting Agenda Item Executive Summary

ITEM: A presentation from PHI Air Medical – *Mayor Ramirez*

DEPARTMENT: N/A

PROPOSED ACTION:

No Council action proposed by staff; This item has been placed on the agenda at the request of Mayor Ramirez for consideration of the topic as stated.

BACKGROUND:

No additional information available at this time.

BUDGET/FINANCIAL IMPACT:

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

RECOMMENDATION:

Consideration of Mayor Ramirez's agenda item as stated.

ATTACHMENTS:

None

- { } 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.