



AGENDA
ELGIN CITY COUNCIL
REGULAR MEETING
TUESDAY, AUGUST 3, 2021
ELGIN PUBLIC LIBRARY ANNEX COUNCIL CHAMBERS
404 NORTH MAIN STREET
6:30 PM

Members of the public may watch the 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 Granting A Specific Use Permit For A Medical Facility On Property Located At 122 Fisher St. (0.484 Acres Of Land And 9.19 Acres Of Land, Lying In And Being Situated Out Of The Thomas Garretson Survey, Abstract 178), City Of Elgin, Bastrop County, Texas; And Providing For A Savings Clause And Repealing Conflicting Ordinances And Resolutions.**

Documents:

[PUBLIC HEARING COVER SHEET.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. CITY MANAGERS REPORT

1. Introduction Of New Employees

Documents:

[COUNCIL INTROS AUGUST 3.PDF](#)

2. Presentation Of The Proposed FY2021-22 City Of Elgin Annual Operating Budget

Documents:

[EX SUMMARY-PRESENTATION OF THE PROPOSED FY2021-22 CITY OF ELGIN ANNUAL OPERATING BUDGET.PDF](#)

3. Presentation Of The 3rd Quarter FY2020-2021 Investments

Documents:

[PRESENTATION OF THE 3RD QUARTER INVESTMENT REPORT FY 2020-2021.PDF](#)
[3RD QTR FY2021 INVESTMENT.PDF](#)

4. Monthly Reports By Departments June 2021

Documents:

[EXSUMMARYDEPARTMENTAL MONTHLY REPORT.PDF](#)
[MONTHLY DEPARTMENTAL REPORTS JUNE 2021.PDF](#)

5. General Activity Report And/Or Project Update

Documents:

[EX SUMMARY- GENERAL ACTIVITY REPORT.PDF](#)

VIII. CONSENT AGENDA

The Consent Agenda includes non-controversial and routine items that are considered to be self-explanatory by the City Council and will be enacted with one motion, one second, and one vote. Any member of the City Council may pull any item from the Consent Agenda in order that the City Council discuss and act upon it individually as a part of the Regular Agenda.

1. City Council Regular Meeting Minutes - July 20, 2021

Documents:

[EX SUMMARY- CITY COUNCIL MEETING MINUTES- JULY 20, 2021.PDF](#)
[7-20-21 CITY COUNCIL MINUTES.PDF](#)

2. A RESOLUTION OF CITY OF ELGIN TEXAS, DESIGNATING THE BASTROP COUNTY TAX ASSESSOR COLLECTOR TO CALCULATE AND CERTIFY THE TRUTH IN TAXATION (T-N-T) TAX RATES

Documents:

[BASTROPCOEXSUM.PDF](#)
[RES CALCULATE CERTIFY TAX RATE.PDF](#)

3. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE SUBMISSION OF A FEMA DR-4586 HAZARD MITIGATION ASSISTANCE GRANT APPLICATION TO THE TEXAS DEPARTMENT OF EMERGENCY MANAGEMENT; COMMITMENT OF FUNDING; 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 CONNECTION WITH THE FEMA DR-4586 HAZARD MITIGATION ASSISTANCE GRANT

Documents:

[EXSUMMARYFEMA HMGP GRANT APPLICATION.PDF](#)
[ELGIN RESOLUTION FOR SUBMISSION HMGP4586.PDF](#)

4. A RESOLUTION OF THE CITY OF ELGIN, TEXAS AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH TRC ENGINEERS INC. FOR PROFESSIONAL SERVICES AND CONTRACT ADMINISTRATION RELATED TO CRITICAL INFRASTRUCTURE AND GENERATOR UPGRADES, AND MAKING CERTAIN FINDINGS RELATED THERETO

Documents:

[TRCGENERATORSUMMARY.PDF](#)
[RES TRC GENERATORS.PDF](#)
[CRITICAL INFRASTRUCTURE GENERATORS - PROPOSAL.PDF](#)

IX. NEW BUSINESS

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

Documents:

[COUNCIL COVERSHEET.DOC.PDF](#)
[STREET NAME CHANGE ORDINANCE.PDF](#)
[EXHIBIT A.PDF](#)
[LETTER TO RESIDENTS.PDF](#)
[DISCUSSION BETWEEN CITY AND COUNTY REGARDING NAME CHANGE.PDF](#)

2. AN ORDINANCE GRANTING A SPECIFIC USE PERMIT FOR A MEDICAL FACILITY ON PROPERTY LOCATED AT 122 FISHER ST (0.484 ACRES OF LAND AND 9.19 ACRES OF LAND, LYING IN AND BEING SITUATED OUT OF THE THOMAS GARRETSON SURVEY, ABSTRACT 178), CITY OF ELGIN, BASTROP COUNTY, TEXAS; AND PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES AND RESOLUTIONS

Documents:

[COUNCIL COVER SHEET.PDF](#)
[SPECIFIC USE APPLICATION.PDF](#)
[SPECIFIC USE ORDINANCE.PDF](#)
[EXHIBIT A.PDF](#)
[ZONING MAP.PDF](#)

X. EXECUTIVE SESSION

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

XI. RECONVENE

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

XII. ANNOUNCEMENTS

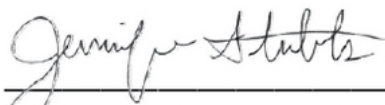
XIII. ADJOURNMENT

The City Council may retire to executive session any time between the meeting's opening and adjournment for the purpose of consultation with legal counsel pursuant to Chapter 551.071 of the Texas Government Code; discussion of personnel matters pursuant to Chapter 551.074 of the Texas Government Code; deliberation regarding real property pursuant to Chapter 551.072 of the Texas Government Code; deliberation regarding economic development negotiations pursuant to Chapter 551.087 of the Texas Government Code; and/or deliberation regarding the deployment, or specific occasions for implementation of security personnel or devices pursuant to Chapter 551.076 of the Texas Government Code. Action, if any, will be taken in open session.

Attendance By Other Elected or Appointed Officials: It is anticipated that members of other city board, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the other city boards, commissions and/or committees. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of the other boards, commissions and/or committees of the City, whose members may be in attendance. The members of the boards, commissions and/or committees may participate in discussions on the same items listed on the agenda, which occur at the meeting, but no action will be taken by such in attendance unless such item and action is specifically provided for on an agenda for that board, commission or committee subject to the Texas Open Meetings Act.

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, Jennifer Stubbs, City Secretary for the City of Elgin, hereby certify this notice was posted at the City Hall Annex of the City of Elgin, Texas on or before Friday, July 30, 2021, in accordance with Chapter 551 of the Texas Government Code.



Jennifer Stubbs, City Secretary



Elgin City Council Meeting Agenda Item Executive Summary

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DEPARTMENT:

PLACEMENT ON AGENDA:

PROPOSED ACTION:

BACKGROUND:

BUDGET/FINANCIAL IMPACT:

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

Finance Approval:

Signature: _____ Date: _____

ATTACHMENTS:

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

NEW HIRE REPORT

Jan. 2020 - Current

Council Meeting	Dept/Division	Employee Name	Date of Hire	Occupation
	DEVELOP SERVICES	Navejas, Charlie	6/2/2021	Permitting
	HR	Reyna, Alejandra	7/19/2021	HR Assistant
	POLICE	Zajac, Michael	1/5/2021	Patrol
	POLICE	Carrizales, Susan	11/5/2020	Records Clerk
	POLICE	Coffey, John	3/17/2020	Sergeant
	POLICE	Johnson, Steven	4/17/2020	Sergeant
	POLICE	Scheffler, Lindsey	5/4/2021	Patrol
	POLICE	Wells, William	5/4/2021	Patrol
	REC Center	Meads, Callie	3/23/2021	Rec Assistant PT
	REC Center	Futujma, Laura	3/25/2021	Rec Assistant PT
	REC Center	Nelson, Leah	5/18/2021	Rec Assistant PT
	REC Center	Washington, Tevin	6/15/2021	Rec Assistant PT
	REC Center	Brantley, Corey	6/22/2021	Rec Assistant PT
	POOL	Beddow, Camryn	6/15/2021	Lifeguard
	POOL	Perez, Melanio	6/28/2021	Lifeguard
	POOL	Nunez, Elizabeth	6/28/2021	Lifeguard
	POOL	Heilog, Isabella	6/28/2021	Lifeguard



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3rd Quarter Investment Report- Fiscal Year 2020-21

OPERATING ACCOUNTS -

Financial Institution	Fund	Account Name	Beginning 4/1/2021	Total Deposits / (Withdrawals)	Total Interest	Ending 6/30/2021
First National Bank						
	99	Main Checking	3,297,658.67	2,018,678.50	5,330.99	5,321,668
	001	Police Seizure Chapter 59	79.87	2,244.00	1.28	2,325
	072	General - ATS Clearing	0.44	-	-	0.44
	002	USDA Rural Dev	1.01	-	-	1
	001	Money Market General Operations	182.81	(1.00)	0.22	182
		Sub-total	3,297,922.80	2,020,921.50	5,332.49	5,324,177
		TOTAL - DEPOSITS	3,297,922.80	2,020,921.50	5,332.49	5,324,177

CERTIFICATE OF DEPOSIT

Financial Institution	Fund	Account Name	Beginning 4/1/2021	Total Deposits / (Withdrawals)	Total Interest	Ending 6/30/2021	WAM*
First National Bank							
		60 Month CD	43,471.98	-	151.14	43,623	1.41
		Sub-total	43,471.98	-	151.14	43,623	
		TOTAL - DEPOSITS	43,471.98	-	151.14	43,623	

CAPITAL IMPROVEMENT FUNDS

Financial Institution	Fund	Account Name	Beginning 4/1/2021	Total Deposits / (Withdrawals)	Total Interest	Ending 6/30/2021	WAM*
Logic							
		CO Series 2015- Proceeds	1.67	-	-	2	2.00
		CO Series 2016 - Proceeds	4,457,875.79	(469,125.49)	809.22	3,989,560	2.00
		CO Series 2019A - Proceeds	1,099,979.01	(778,880.28)	193.39	321,292	
		General Fund Reserves	3,000,278.53	-	547.56	3,000,826.09	
		Unencumbered Reserves	250,023.23	-	45.63	250,068.86	
		CO Series 2019B(TIRZ) Proceeds	147.57	-	-	147.57	
		CO Series 2021 - Proceeds	0.00	14,407,118.00	368.09	14,407,486	
		Sub-total	8,808,305.80	13,159,112.23	1,963.89	21,969,382	2.00
		TOTAL - INVESTMENTS	8,808,305.80	13,159,112.23	1,963.89	21,969,382	
		TOTAL - DEPOSITS AND INVESTMENTS	12,149,700.58	15,180,033.73	7,447.52	27,337,182	

Signature

Mysty Nauck
Finance Officer

* Weighted Average to Maturity (WAM)



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Monthly Report of Operations

As of June 2021

Administration	June '20	June '21	%	YTD 6-30-20	YTD 6-30-21	%
Human Resources						
Total FTE - Filled Positions	106	108	↑ 2%			
Vacancies - all funds	7	23	↑ 229%			
New Hires	2	10	↑ 400%	16	37	↑ 139%
Separations	-	2	→ 0%	12	22	↑ 79%
Municipal Court						
Total Active Cases Pending (beg. of Month)	15,904	15,821	↓ -1%			
New Cases Filed (incl reactivation of inactive)	99	233	↑ 135%	2,271	1,051	↓ -54%
# of Magistrations	44	32	↓ -27%	262	239	↓ -9%
Total Cases Disposed of	118	238	↑ 102%	1,968	929	↓ -53%
Cases placed on Inactive Status	-	1	→ 0%	495	17	↓ -97%
Total Active Cases Pending (end of Month)	15,885	15,713	↓ -1%			
Fines Collected	\$ 19,944	\$ 27,231	↑ 37%	\$ 321,277	\$ 186,285	↓ -42%
Retained by City	\$ 17,092	\$ 16,852	↓ -1%	\$ 245,780	\$ 157,198	↓ -36%
Development Services						
Construction Permits (all types)	75	197	↑ 163%	539	1,635	↑ 203%
Revenue from Bldg. Permits	\$ 24,918	\$ 44,959	↑ 80%	143,905	721,752	↑ 402%
Inspections (all types)	400	1,260	↑ 215%	1,986	6,484	↑ 226%
Revenue from Inspections	\$ 35,768	\$ 124,969	↑ 249%	239,183	1,016,334	↑ 325%
Housing Plats approved (number of lots)	96	160	↑ 67%	348	441	↑ 27%
Community Services						
Library-						
Materials circulated	2,703	5,156	↑ 91%	39,960	32,266	↓ -19%
# Visitors (incl. Progs)	4,259	2,237	↓ -47%	28,215	17,147	↓ -39%
Public Computer Use hrs.	51	107	↑ 110%	1,785	300	↓ -83%
Public Computer Use Persons	75	179	↑ 139%	3,029	493	↓ -84%
Civic Center - Rentals (all)	1	9	↑ 800%	166	61	↓ -63%
Recreation Program -						
Annual Memberships	-	9	→ 0%	48	21	↓ -56%
Monthly Rec Memberships	5	123	↑ 2360%	958	384	↓ -60%
Facility Rental Fleming Center	-	13	→ 0%	251	19	↓ -92%
Facility Rental Recreation Center	-	1	→ 0%	122	3	↓ -98%
Sponsored Events	\$ 270	\$ 115	↓ -57%	\$ 7,559	\$ 1,246	↓ -84%
Public Works						
Streets:						
Lane miles maintained	57.8	57.8	→ 0%	116	116	→ 0%
Pot holes patched - Square Yards	40	75	↑ 88%	319	568	↑ 78%
Wide Area patching/renovation - SY	42	327	↑ 679%	679	1,185	↑ 74%
Crack Seal Lbs of Sealent	60	-	↓ -100%	6,870	7,092	↑ 3%
Drainage:						
Linear feet of drains cleaned	14,311	8,290	↓ -42%	34,771	24,712	↓ -29%
# Culverts Cleared	-	-	→ 0%	13	32	↑ 146%
Parks:						
Acres Mowed/maintained	400	400	→ 0%	400	1,116	↑ 179%
Reserved Park Facilities	-	-	→ 0%	-	88	→ 0%
# Organized Sports Events	-	-	→ 0%	-	186	→ 0%



Monthly Report of Operations

As of June 2021

Utilities	June '20	June '21	%	YTD 6-30-20	YTD 6-30-21	%
Water System:						
# Customers Total/Added by month *		79	➡	3,363	3,550	
Amount Billed	\$247,961	\$240,344	↓ -3%	\$ 1,893,664	\$ 1,931,180	↑ 2%
Meters Replaced	89	81	↓ -9%	331	608	↑ 84%
# Leaks Repaired	6	10	↑ 67%	40	51	↑ 28%
Vol. water produced (x1,000 gallons)	32,529	32,370	↓ 0%	253,589	251,194	↓ -1%
Main Line Breaks	2	-	➡ 0%	10	19	↑ 90%
Service Line Breaks	3	-	↓ -100%	23	26	↑ 13%
Wastewater System:						
# Customers Total/Added by month *		6	➡	3,073	3,157	↑ 2.7%
Amount Billed	\$ 159,385	\$ 161,019	↑ 1%	\$ 1,258,016	\$ 1,288,852	↑ 2.5%
Main Lines repaired	1	3	➡ 0%	2	7	↑ 250%
Lines replaced (Linear Feet.)	-	-	➡ 0%	6	104	↑ 1633%
Manholes Cleaned	5	6	↑ 20%	25	43	↑ 72%
Average Daily Flow (MGD)	0.5633	0.8485	↑ 51%	0.5704	0.6194	↑ 9%
Total Monthly Flow (MGD)	16.9098	25.4545	↑ 51%	17.6208	18.8687	↑ 7%
Trash Collection:						
# Customers Total/Added by month *		23	➡	3,211	3,535	↑ 10.1%
Amount Billed	\$ 97,925	\$ 120,050	↑ 23%	\$ 804,037	\$ 905,241	↑ 12.6%

* # Customers Total /Added by month - the purpose here is to track the increase or decrease of customers over the course of the year. **Current month** shows the number of customers added in the month. The amount in the first YTD column shows the current number of customers. The final column shows year to date additions.

Police Department	June '20	June '21	%	YTD 6-30-20	YTD 6-30-21	%
Part I Index Offenses						
Murder (# Victims)	-	-	➡ 0%	-	-	➡ 0%
Rape(# Victims)	1	1	➡ 0%	6	6	➡ 0%
Robbery (# Victims)	1	1	➡ 0%	6	3	↓ -50%
Aggravated Assault (# Victims)	1	-	↓ -100%	7	3	↓ -57%
Total Violent Index Crimes*	3	2	↓ -33%	19	12	↓ -37%
Burglary (# premises entered)	2	7	➡ 0%	14	27	↑ 93%
Theft (# offenses)	13	11	↓ -15%	76	85	↑ 12%
Auto Theft (#vehicles)	3	5	↑ 67%	7	13	↑ 86%
Arson (# premises)	-	-	➡ 0%	2	-	↓ -100%
Total Property Index Crimes*	18	23	↑ 28%	99	125	↑ 26%
Total Part I Index Crimes*	21	25	↑ 19%	118	137	↑ 16%
Part II Index Offenses						
Other Assaults	13	7	↓ -46%	78	65	↓ -17%
Weapons	-	-	➡ 0%	-	6	➡ 0%
Narcotics	5	7	↑ 40%	21	31	↑ 48%
DUI	7	3	↓ -57%	36	46	↑ 28%
All Other Part II Offenses	42	47	↑ 12%	350	393	↑ 12%
Total Part II Index Crimes*	67	64	↓ -4%	485	541	↑ 12%
Total All Index Crimes*	88	89	↑ 1%	603	678	↑ 12%

NOTE: Data recorded for the Police Dept. is based on Fiscal Year-to- Date Totals and not Calendar Year.



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PROPOSED ACTION:

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BUDGET/FINANCIAL IMPACT:

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Finance Approval:

Signature: _____ Date: _____

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MINUTES
ELGIN CITY COUNCIL REGULAR MEETING
ELGIN PUBLIC LIBRARY ANNEX CITY COUNCIL CHAMBERS
404 NORTH MAIN STREET
July 20, 2021

CALL TO ORDER

Mayor Ramirez called the meeting to order at 6:30 p.m.

ROLL CALL

Present: Ron Ramirez, Mayor
Sue Brashar, Mayor Pro Tem
Arthur Gibson III, Council Member
Jessica Bega, Council Member
Skyler Maldonado, Council Member
Thomas Ibis, Council Member
Matthew Callahan, Council Member
Forest Dennis, Council Member
Susie Arreaga, Council Member

Mayor Ramirez stated there was a quorum. Mr. Ibis let the Council know he would not be in attendance. Mayor Pro Tem Brashar made a motion to excuse Mr. Ibis from the meeting. Mr. Maldonado seconded the motion. All voted in favor. The motion carried.

Staff: Thomas L. Mattis, City Manager
Mysty Nauck, Accounting Supervisor
Michael Gonzalez, Public Works Director
Pamela Sanders, HR Director
Amy Miller, Community Development Director
Chris Noble, Police Chief
Jennifer Stubbs, City Secretary
David Harrell, Development Services Director
Owen Rock, EDC Director

INVOCATION

Mayor Ramirez provided the invocation.

PLEDGE OF ALLEGIANCE

Mayor Ramirez led those in attendance in reciting the Pledge of Allegiance to the Flag of the United States of America and Pledge of Allegiance to the Texas Flag.

PUBLIC HEARING

1. Public Hearing On An Ordinance Annexing Adjacent And Contiguous Territory To The City Of Elgin, Texas To Wit: 0.484 Acres Of Land And 9.19 Acres Of Land, Lying In And Being Situated Out Of The Thomas Garrison Survey, Abstract 178 In Bastrop County, Texas And Being Fully Described In Exhibit "A", Attached Hereto; Providing For A Savings Clause And Repealing Conflicting Ordinances And Resolutions.

Mr. Mattis stated there were three items on the agenda this evening related to this Public Hearing. He stated there was a tract of land left out when previously annexed and that this was just a cleanup. There were no public comments on this item.

PUBLIC COMMENT

There was no one from the public who wished to speak under the public comment item.

CITY MANAGERS REPORT

1. Introduction Of New Employees

Mr. Mattis recognized the following new employees:

Jennifer Stubbs, Executive Department.

Grace Perez, Marti Roper, Tariq Buchanan, Sandra Hardi, Anessa Mendoza, Kathy Golden, and Myles Swain, Parks & Recreation.

Katy Snowden, LT Neidig, Cara Gibson, Mia Gonzales, Gabi King, Dani King, and Audrey Marik, Pools Division, Parks & Recreation.

Dulce Sandoval, Library.

Junior Puentes, Britney Whitehead, Jody Robinsen, Fernando Aguero, Utility Billing.

Sofi Duran, Court.

Susan Cerf, Finance.

2. General Activity Report And/Or Project Update

Mr. Mattis stated the Parks Master Plan is under review and staff has worked with the Parks & Recreation Advisory Board. The next step is to conduct small group hearings to discuss the plan in detail. The plan will be brought to the Council for adoption in the future. Mr. Mattis stated the Planning & Zoning Commission will have four planned development districts and zoning changes on the agenda. They are Eagles Landing Phase 3, Nana's House, Stone Creek Ranch, and Creek's Crossing. Mr. Mattis stated the Elgin Police Station roof repairs are close to completion and the mold remediation project is moving forward. Mr. Mattis stated the U.S. Hwy 290 Frontage Road Corridor is right-of-way owned and operated by the Texas Department of Transportation (TxDOT) and not owned by the city. Discussion followed. Mr. Mattis provided information that an Author, Elissa R. Sloan, will be visiting the Elgin Public Library on Thursday, August 26th from 6:00-7:00 P.M.

CONSENT AGENDA

1. City Council Special Meeting Minutes – June 29, 2021

The item passed on the consent agenda.

2. City Council Regular Meeting Minutes- July 6, 2021

The item passed on the consent agenda.

Mr. Gibson made a motion to approve the consent agenda. Mr. Dennis seconded the motion. All voted in favor. The motion carried.

NEW BUSINESS

1. A RESOLUTION OF THE CITY OF ELGIN, TEXAS APPROVING AND ADOPTING THE 2021 FIVE-YEAR CAPITAL IMPROVEMENT PLAN, A REPORT ON ANTICIPATED CAPITAL EXPENDITURES AND PROJECTS FOR ALL MUNICIPAL OPERATIONS FROM OCTOBER 2021 THROUGH SEPTEMBER 2026; AND PROVIDING FOR RELATED MATTERS

Mr. Mattis stated this is a planning document to give direction to staff on what projects to focus on. The majority consensus from the Council were EPD Building Renovations, MLK & North Main Sidewalks, County Line Road Improvements- Phase 1, Elgin Memorial Park Restrooms, and Veteran Park Expansion- Phase 1. Discussion followed. Mayor Pro Tem Brashar made a motion to approve the item as presented. Ms. Bega seconded the motion. All voted in favor. The motion carried.

2. RESOLUTION BY THE CITY COUNCIL OF THE CITY OF ELGIN, TEXAS APPROVING AN ECONOMIC DEVELOPMENT AGREEMENT BETWEEN THE CITY OF THE ELGIN ECONOMIC DEVELOPMENT CORPORATION AND CARR LANE MANUFACTURING COMPANY AND AUTHORIZING THE MAYOR TO APPROVE THE AGREEMENT

Mr. Rock provided comments about the project and answered questions of the council. Discussion followed. Mr. Dennis made a motion to approve the resolution as presented. Mr. Maldonado seconded the motion. All voted in favor. The motion carried.

3. AN ORDINANCE ANNEXING ADJACENT AND CONTIGUOUS TERRITORY TO THE CITY OF ELGIN, TEXAS, TO WIT: 0.484 ACRES OF LAND AND 9.19 ACRES OF LAND, LYING IN AND BEING SITUATED OUT OF THE THOMAS GARRETSON SURVEY, ABSTRACT 178 IN BASTROP COUNTY TEXAS AND BEING FULLY DESCRIBED IN EXHIBIT "A", ATTACHED HERETO; PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES AND RESOLUTIONS.

Mr. Mattis stated this ordinance is to annex a portion of the land that was previously left out and will bring the entire property into the city limits. Mayor Pro Tem Brashar made a motion to approve the ordinance as presented. Mr. Gibson seconded the motion. All voted in favor. The motion carried.

4. AN ORDINANCE ASSIGNING NEWLY ANNEXED PROPERTY TO CITY COUNCIL WARD AREA NO. 1; PROVIDING FOR A SEVERABILITY CLAUSE AND PROVIDING AN EFFECTIVE DATE; PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES OR RESOLUTIONS.

Mr. Mattis stated this is a technicality following the previous ordinance to formally assign the tract of land to Ward 1. Ms. Bega made a motion to approve the ordinance as presented. Mr. Callahan seconded the motion. All voted in favor. The motion carried.

5. AN ORDINANCE TO AMEND SECTION V.7 "FIRE PROTECTION" OF THE COMPREHENSIVE SCHEDULE OF FEES AND CHARGES NECESSARY TO GENERATE FUNDING FOR PLANNING AND INSPECTION SERVICES RELATED TO FIRE PROTECTION SYSTEMS AND CONTROLS FOR NEW CONSTRUCTION; TO AMEND SECTION V.7 OF ORDINANCE 2020-09-22-29; REORGANIZE AND SIMPLIFY THE CATEGORIES OF FEES AND CHARGES; REVISE EXISTING RATES; PROVIDE FOR A SAVINGS CLAUSE; REPEAL CONFLICTING ORDINANCES OR RESOLUTIONS; AND PROVIDE THAT THIS ORDINANCE SHALL BECOME EFFECTIVE AS STATED HEREIN.

Mr. Harrell provided comments and answered questions of the council. Mr. Dennis made a motion to approve the ordinance as presented. Mayor Pro Tem Brashar seconded the motion. All voted in favor. The motion carried.

6. CONSIDERATION OF POSSIBLE APPOINTMENTS TO THE PARKS & RECREATION ADVISORY BOARD AND THE LIBRARY ADVISORY BOARD

Ms. Miller stated there were two vacancies for the Parks & Recreation Advisory Board and one vacancy for the Library Advisory Board. Ms. Bega recommended Stacey Van Landingham for the Parks & Recreation Advisory Board. Mr. Dennis stated he supports this nomination. Mr. Dennis stated he supports Charles Brown to be added to the Parks & Recreation Advisory Board. Mr. Dennis made a motion to appoint Stacey Van Landingham and Charles Brown to the Parks Advisory Board. Ms. Arreaga seconded the motion. All voted in favor. The motion carried.

Mayor Pro Tem Brashar recommended Mary Ann Clark to the Library Advisory Board. Mr. Maldonado agreed with the nomination. Mr. Dennis stated this applicant does not live within the city limits but would be ok with waiving the residence. Mayor Pro Tem Brashar made a motion to appoint Mary Ann Clark to the Library Advisory Board and waive the residence. Mr. Maldonado seconded the motion. All voted in favor. The motion carried.

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.

Mayor Ramirez stated there was no executive session this evening.

ANNOUNCEMENTS

Ms. Miller stated the pool is open six days a week. She stated there is a new Kids Read Book Club and International Affairs Discussion at the Library. There is a Summer Movie Book Challenge also. Ms. Miller invited the public to the 1st Saturday Sidewalk Sale on the first Saturday of August. Mr. Mattis stated Commissioner Travillion is coming to town for lunch and there will be a discussion on how the City can partner with Travis County. The City of Conroe is coming to Elgin next week to learn about the City's Downtown and Main Street program.

ADJOURNMENT

Mayor Ramirez adjourned the meeting at 7:29 p.m.

Ron M. Ramirez, Mayor

ATTEST:

Jennifer Stubbs, City Secretary



Elgin City Council Meeting Agenda Item Executive Summary

ITEM:

DEPARTMENT:

PLACEMENT ON AGENDA:

PROPOSED ACTION:

BACKGROUND:

BUDGET/FINANCIAL IMPACT:

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

Finance Approval:

Signature: _____ Date: _____

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.

RESOLUTION NO.

**A RESOLUTION OF CITY OF ELGIN TEXAS, DESIGNATING THE
BASTROP COUNTY TAX ASSESSOR COLLECTOR TO CALCULATE
AND CERTIFY THE TRUTH IN TAXATION (T-n-T) TAX RATES**

WHEREAS, the City of Elgin is required to designate either the County Tax Assessor or an Officer/Employee that is a Property Tax professional registered with Texas Department of Licensing and Regulation (TDLR) to calculate and certify the Truth in Taxation (T-n-T) Tax Rates; and

WHEREAS, the Tax Rates may not be submitted to the governing body until all forms have been certified by a property tax professional (TPTC 26.04 (d-2) (TPTC 26.04 (c) (Occupation Code 1151.151 (3)(4)(5); and

NOW, THEREFORE, BE IT RESOLVED; the Elgin City Council designates the Bastrop County Tax Assessor/Collector as the person who will calculate and certify the T-n-T Tax Rates.

This Resolution shall be in full force and effective immediately from and after its passage.

PASSED AND ADOPTED this 3rd day of August 2021.

RON M. RAMIREZ, Mayor
City of Elgin, Texas

ATTEST:

JENNIFER STUBBS, City Secretary



Elgin City Council Meeting Agenda Item Executive Summary

ITEM:

DEPARTMENT:

PLACEMENT ON AGENDA:

PROPOSED ACTION:

BACKGROUND:

BUDGET/FINANCIAL IMPACT:

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

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Signature: _____ Date: _____

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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 _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE SUBMISSION OF A FEMA DR-4586 HAZARD MITIGATION ASSISTANCE GRANT APPLICATION TO THE TEXAS DEPARTMENT OF EMERGENCY MANAGEMENT; COMMITMENT OF FUNDING; 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 CONNECTION WITH THE FEMA DR-4586 HAZARD MITIGATION ASSISTANCE GRANT.

WHEREAS February 2021 the State of Texas issued a Disaster Declaration relating to the Severe Winter Storm that included freezing temperatures, snow, and power outages; and

WHEREAS, the City of Elgin experienced equipment freezing and power outages that ultimately shut down the Water Treatment plant thus draining the city of all water storage; and

WHEREAS, the citizens were left without water; and

WHEREAS, the Water Treatment Plan is considered critical infrastructure for the city and in the best interests of the City of Elgin to apply for funding under the FEMA DR-4586 Hazard Mitigation Assistance grant;

WHEREAS, the City is considering the submission of FEMA Hazard Mitigation Assistance Grant application which incurs a 25% funding match to provide the City with funding to purchase and install a stand-alone Generator for the Water Treatment Plant to furnish backup electrical power to the Water Plant, Booster Station and Well 15; and

WHEREAS, FEMA Mitigation Fund applicants are required to appoint an official to act as the Authorized Representative in all matters in connection with the Mitigation Grants.

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

Section 1 Authorization. That a FEMA DR-4586 Hazardous Mitigation Assistance Grant application is hereby authorized to be filed on behalf of the City of Elgin with the Texas Department of Emergency Management.

Section 2 Placement. That the City's application be placed in competition for funding under the FEMA DR-4586 Hazardous Mitigation Assistance Grant

Section 3 Amount of Request. That the total grant application does not exceed \$1,000,000.00 of grant funds to provide backup electrical power to run the Water Treatment Plant, Booster Station and Well 15 during a main power outage.

Section 4 Authorized Agents. That the City Council directs and designates the following to act in all matters in connection with this application and the City's participation in the FEMA DR-4586 Hazardous Mitigation Assistance Grant:

- The Mayor or City Manager shall serve as the City's Chief Executive Officers and Authorized Representatives to execute this application and any subsequent contractual documents;
- The Mayor or City Manager are authorized to execute environmental review documents between the Texas Department of Emergency Management and the City; and

- If this application is funded, the Mayor, Mayor Pro-Tem, City Manager and Finance Director are authorized to execute the Request for Payment Form documents and/or other forms required for requesting funds to reimburse project costs.

Section 5 Use of Funds. That all funds will be used in accordance with all applicable federal, state, local and programmatic requirements including but not limited to procurement, environmental review, labor standards, real property acquisition, and civil rights requirements.

Section 6 Source of Funds. That it further be stated that the City of Elgin will committing the required 25% match not to exceed \$250,000.00 from the Certificate of Obligation Bond as a cash contribution toward the construction activities of Water Plant Back Up Generator Project.

Section 7. Open Meetings Act. The City Council hereby finds and declares that written notice of the date, hour, place, and subject of the meeting at which this Resolution was adopted was posted and that such meeting was open to the public as required by law at all times during which this Resolution and the subject matter hereof were discussed, considered and

Section 8. Effective Date. This Resolution shall take effect immediately upon passage.

Passed and approved this _____ day of _____, 2021

By:

Ron M. Ramirez, Mayor
City of Elgin

ATTEST:

Jennifer Stubbs, City Secretary
City of Elgin



Elgin City Council Meeting Agenda Item Executive Summary

ITEM:

DEPARTMENT:

PLACEMENT ON AGENDA:

PROPOSED ACTION:

BACKGROUND:

BUDGET/FINANCIAL IMPACT:

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Finance Approval:

Signature: _____ Date: _____

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.

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY OF ELGIN, TEXAS AUTHORIZING
THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH TRC
ENGINEERS INC. FOR PROFESSIONAL SERVICES AND
CONTRACT ADMINISTRATION RELATED TO CRITICAL
INFRASTRUCTURE AND GENERATOR UPGRADES, AND MAKING
CERTAIN FINDINGS RELATED THERETO.**

WHEREAS, following storm events in February of 2021. Staff worked with TRC to develop a plan to install Automatic Transfer Switches and Manual Transfer Switches attached to critical infrastructure to support the use of an emergency generators at certain locations of critical water and wastewater services; and

WHEREAS, TRC Engineers would assist City staff in the acquisition of certain generators and generator equipment to support this project; and

WHEREAS, TRC is prepared to provide design and construction inspection services as well as facilitate acquisition of generators and generator equipment; and

WHEREAS, the City has requested and received a proposal from TRC Companies to provide said services in the amount of \$56,000.00.

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

Section 1. The above recitals are true and correct; and the City Manager is authorized to execute a Letter of Agreement with TRC Engineers Inc. for professional engineering services in performance of inspection and related services as described in a proposed Letter Agreement, a copy of which is attached hereto as EXHIBIT A and made part of this Resolution as if copied verbatim therein.

Section 2. Open Meetings. The City Council hereby finds and declares that written notice of the date, hour, place, and subject of the meeting at which this Resolution was adopted was posted and that such meeting was open to the public as required by law at all times during which this Resolution 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.

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

PASSED AND ADOPTED this 3rd day of August, 2021.

RON M. RAMIREZ, Mayor
City of Elgin, Texas

ATTEST:

JENNIFER STUBBS, City Secretary



505 East Huntland Drive
Suite 250
Austin, Texas 78752

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

June 1, 2021

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

**RE: City of Elgin Critical Infrastructure Generator Upgrades
Engineering Services Proposal**

Dear Mr. Mattis:

TRC Engineers, Inc. (TRC) has prepared this Proposed Engineering Letter of Agreement for professional engineering services for the design and evaluation of emergency generator connections at critical water and wastewater facilities in the City of Elgin.

The proposed work includes design of electrical upgrades at three (3) well sites and one (1) sewer lift station to accommodate interfaces to a portable generator, preparation of procurement documents for a portable generator, and evaluation of the feasibility of re-purposing an existing permanent generator which is being replaced at the wastewater treatment plant (WWTP). The services will be provided in accordance with the Master Services Agreement between TRC and the City, and the work described below:

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

SCOPE OF WORK

Task 1 – Well Transfer Switch Design

Task 1 includes design of upgrades at Well 14, Well 15 and Well 16 to accommodate connections to a portable generator. The design work will include evaluation of the existing electrical service entrance equipment and design of installation of new power transfer equipment to allow for connection to an emergency generator.

A. Preliminary Phase

1. Visit each project site to confirm and document existing site conditions, physical constraints, electrical service configuration and electrical load at each facility.

B. Design Phase

1. Prepare construction plans and specifications for the proposed project.
2. Submit one (1) set of draft plans and specifications to the City for review and comment.
3. Furnish three (3) copies of approved plans and applicable specifications to the City.

C. Construction Phase

1. Assist the City during bidding and construction, including general correspondence and one (1) site visit meeting with the City and Contractor.
2. Review and approve Contractor equipment and materials submittals.

3. Review and provide responses to Contractor Requests for Information (RFIs).
4. Perform one (1) final inspection of installation to ensure compliance with plans, specifications, and applicable codes.
5. Provide one (1) set of record drawings which reflects the as-built conditions at project completion.

Task 2 – Lift Station Transfer Switch Design

Task 2 includes design of upgrades at the Savannah Cove Lift Station to accommodate connection to a portable generator. The design work will include evaluation of the existing electrical service entrance equipment and design of installation of new power transfer equipment to allow for connection to an emergency generator.

A. Preliminary Phase

1. Visit the project site to confirm and document existing site conditions, physical constraints, electrical service configuration and electrical load at each facility.

B. Design Phase

1. Prepare construction plans and specifications for the proposed project.
2. Submit one (1) set of draft plans and specifications to the City for review and comment.
3. Furnish three (3) copies of approved plans and applicable specifications to the City.

C. Construction Phase

1. Assist the City during bidding and construction, including general correspondence and one (1) site visit meeting with the City and Contractor.
2. Review and approve Contractor equipment and materials submittals.
3. Review and provide responses to Contractor Requests for Information (RFIs).
4. Perform one (1) final inspection of installation to ensure compliance with plans, specifications, and applicable codes.
5. Provide one (1) set of record drawings which reflects the as-built conditions at project completion.

Task 3 – Portable Generator Procurement Support

Task 3 includes preparation of technical specifications and procurement documents to assist the City with the purchase of a portable generator that is sized to serve the electrical demands of critical water and wastewater facilities.

A. Preliminary Phase

1. Visit project site(s) to confirm and document existing site conditions, physical constraints electrical service configuration and electrical load at each facility. This task includes load evaluation at all sewer lift stations and water well sites.

B. Bid Document Preparation

1. Prepare bid documents and technical specifications for a trailer-mounted generator sized to accommodate the largest load at the well facilities and sewer lift stations.
2. Submit one (1) set of draft procurement documents to the City for review and comment.

C. Procurement Phase

1. Assist the City during bidding, including general correspondence with potential bidders.
2. Review bids received by the City and provide recommendations for award.

Task 4 – WWTP Generator Evaluation

Task 4 includes evaluation of the feasibility of re-purposing the existing wastewater treatment plant (WWTP) that will be replaced as part of the ongoing WWTP expansion project to serve critical infrastructure at the water utility sites. The work will include a load analysis of the critical infrastructure facilities to identify potential compatibility with the capacity of the existing generator.

Upon completion of the evaluation, TRC will prepare a technical memorandum documenting the results and recommendations. Should a feasible solution be identified, the memorandum will include concept sketches of the proposed relocation and a summary scope of work required. Should the City wish to proceed with the relocation project, TRC can provide a cost for detailed design services for the project as a separate proposal.

ASSUMPTIONS

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

- The City will provide access agreements for all private properties impacted (if necessary).
- The City will provide electrical meter data for the project sites associated with the scope of work as required for the engineer's evaluation of alternatives and/or equipment selection.
- TRC will utilize existing record drawings (if available) and/or photograph images to prepare the construction drawings for the upgrades identified in the scope of work.

EXCLUSIONS

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

- Continuous construction inspection.
- Environmental or cultural review of project limits.
- Detailed survey of project sites.

COMPENSATION FOR SERVICES

TRC Engineers, Inc. will provide the professional engineering services as outlined in the Scope of Work and within the Master Services Agreement executed between the City and TRC. The lump sum costs to provide these services is identified in the Fee Schedule below.

Task	Cost
Task 1 – Well Transfer Switch Design:	\$27,800
Task 2 – Lift Station Transfer Switch Design:	\$9,700
Task 3 – Portable Generator Procurement Support:	\$9,600
Task 4 – WWTP Generator Evaluation:	\$8,900
Total:	\$56,000

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

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

The payment schedule will be via monthly progress billing.

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

This proposal accounts for the currently known effects of the COVID-19 pandemic, but TRC cannot predict any different effects or requirements, such as impacts due to future governmental orders, CDC guidelines, or extended duration of the COVID-19 pandemic. TRC reserves the right to obtain relief from schedule or deliverable requirements due to a force majeure event in the event of further impacts to the work due to COVID-19, and reserves the right to receive compensation for increased PPE, social distancing, or other requirements that impact TRC's costs.

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

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

CITY OF ELGIN

TRC ENGINEERS, INC.

By: _____
Mr. Thomas Mattis
City Manager

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



Elgin City Council Meeting Agenda Item Executive Summary

ITEM:

DEPARTMENT:

PLACEMENT ON AGENDA:

PROPOSED ACTION:

BACKGROUND:

BUDGET/FINANCIAL IMPACT:

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

Finance Approval:

Signature: _____ Date: _____

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.

ORDINANCE NO. 2021-08-03-_____

AN ORDINANCE CHANGING THE NAME OF “HICKORY LANE” TO “BURR OAK DRIVE” 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 six (6) 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 “Burr Oak Drive” effective on August 16th, 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.

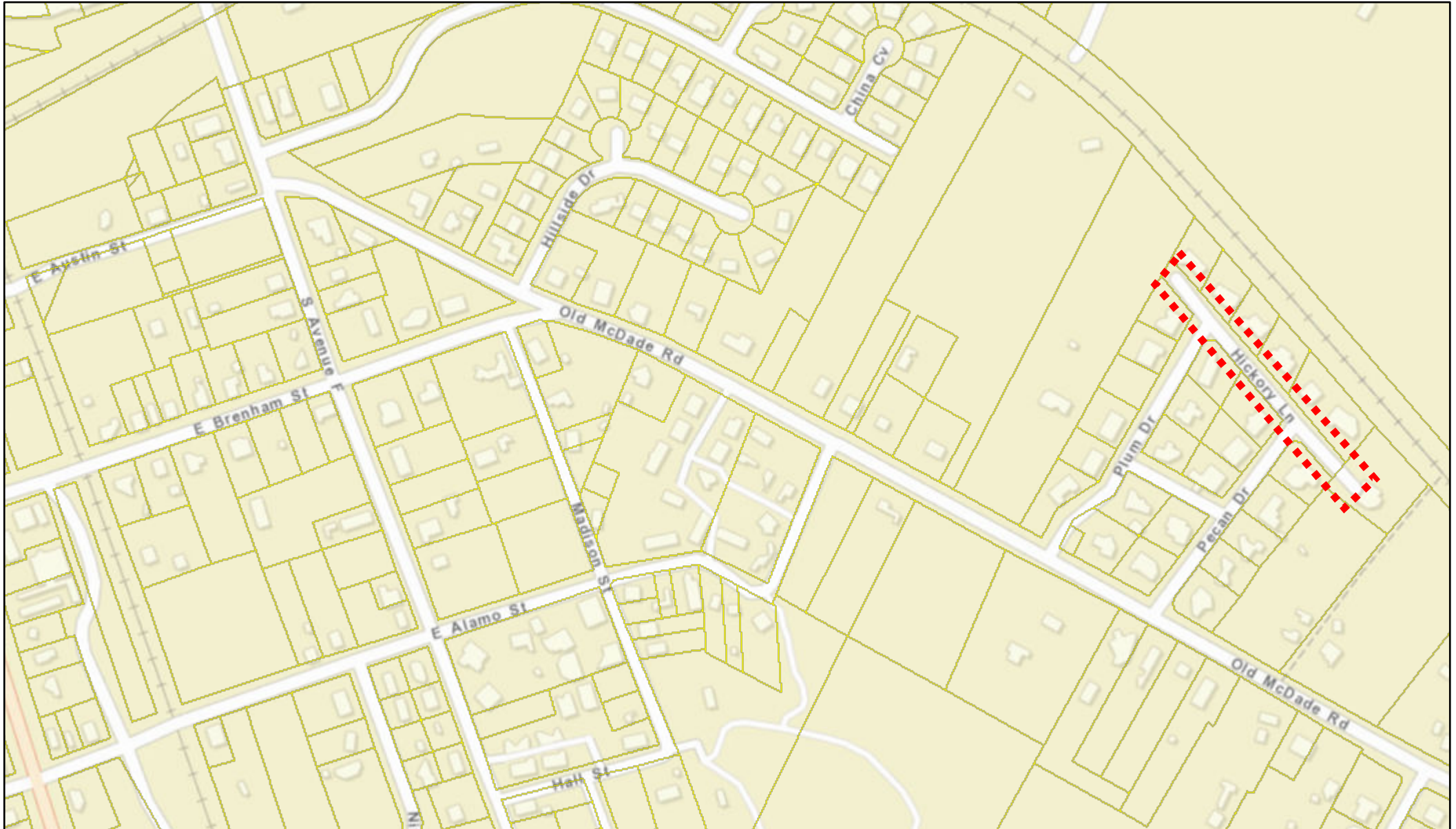
READ, PASSED, and ADOPTED on first (1st) reading this the 3rd day of August 2021.

Ron M. Ramirez, Mayor

ATTEST:

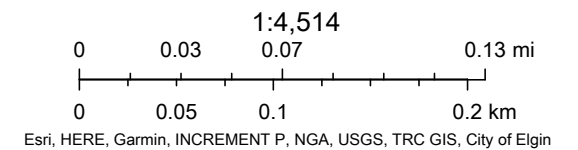
Jennifer Stubbs, City Secretary

Exhibit "A"



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

 Bastrop County Parcels





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

David Harrell

To: Dora Sanchez
Cc: Julie Sommerfeld
Subject: RE: Hickory Ln - Street Name Duplication in Elgin 78621

From: David Harrell [<mailto:ddharrell@ci.elgin.tx.us>]
Sent: Tuesday, March 9, 2021 1:28 PM
To: Julie Sommerfeld <julie.sommerfeld@co.bastrop.tx.us>
Cc: Mason McGee <Mason.McGee@co.bastrop.tx.us>; Dora Sanchez <dora.sanchez@co.bastrop.tx.us>
Subject: RE: Hickory Ln - Street Name Duplication in Elgin 78621

CAUTION: This email is from OUTSIDE Bastrop County. Links or Attachments may be dangerous.

Julie,

I concur with Dora, the fewest impacts would be our City since it has the fewest addresses. Would it be easier to give you a new name for the street and you check to see if it is anywhere else in the County or you provide me a list of street names that are tree related and I'll confirm a new name?

David Harrell, AICP
Development Services Director
Development Services Dept.
City of Elgin, TX
Direct: 512-229-3254
Main: 512-281-5724

From: Julie Sommerfeld <julie.sommerfeld@co.bastrop.tx.us>
Sent: Tuesday, March 9, 2021 12:54 PM
To: David Harrell <ddharrell@ci.elgin.tx.us>; Dora Sanchez <dora.sanchez@co.bastrop.tx.us>
Cc: Mason McGee <Mason.McGee@co.bastrop.tx.us>
Subject: Hickory Ln - Street Name Duplication in Elgin 78621

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.

Hello David and Dora,

I hope you are doing well.

I wanted to make you aware that there are two separate streets in Elgin 78602 named Hickory Lane. As you can imagine duplicate street names –especially in the same postal community and county, can create confusion! Based on my memory, the road name duplication was previously identified and discussed between the county and city. At that time, agreement to resolve the issue could not be reached and the problem persists today.

What are your thoughts on revisiting this issue and perhaps renaming one of the streets?

<u>Street Name</u>	<u>Location</u>	<u>Addr Count</u>	<u>Address Numbers</u>
Hickory Ln	City of Elgin	6	101, 105, 109, 113, 121, 129
Hickory Ln	Hidden Oaks	32	117, 118, 137, 138, 144, 148, 150, 174, 175, 182, 182-B, 185, 185-A, 191, 203, 204, 206, 211, 220, 221, 240, 257, 264, 274, 278, 288, 298, 298-A, 308, 316, 328, 331



What are your thoughts on revisiting this issue and perhaps renaming one of the streets?

Best regards,

Julie Sommerfeld

GIS Manager | Bastrop County

1501 Business Park Dr | Bastrop, TX 78602

(512) 581-4012 | julie.sommerfeld@co.bastrop.tx.us | <http://www.co.bastrop.tx.us>

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Elgin City Council Meeting Agenda Item Executive Summary

ITEM:

DEPARTMENT:

PLACEMENT ON AGENDA:

PROPOSED ACTION:

BACKGROUND:

BUDGET/FINANCIAL IMPACT:

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

Finance Approval:

Signature: _____ Date: _____

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.

SPECIFIC USE APPLICATION

Date: 06/03/21

SITE INFORMATION

Project Address: 122 Fisher st Elgin Texas 78621

Parcel Identification Number (if no address): 12610, 119836

APPLICANT

Name: Peter Piraino/ David Elliott/ Renewal Lodge by Burning Tree

Postal Address: 122 Fisher St. Elgin Texas 78621

E-Mail Address: ppiraino@burningtree.com; Phone Number: 512-285-5900

The information given on this application is accurate to the best of my knowledge. All provisions of laws and ordinances governing this work will be complied with, whether specified on this application or not.

	<u>Peter Piraino</u>	<u>6/3/21</u>
Signature	Printed Name	Date

Project Description:

Burning Tree has been operating a substance abuse facility at 122 Fisher st since 2005.

We are in the process of planning a renovation. While applying for permits we were notified
that our property is not properly zoned. We are requesting that our property be Granted
a specific use permit in the appropriate category, for both parcels.



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



(512) 281-0119



www.elgintx.com

ORDINANCE NO. 2020-08-03-_____

AN ORDINANCE GRANTING A SPECIFIC USE PERMIT FOR A MEDICAL FACILITY ON PROPERTY LOCATED AT 122 FISHER ST (0.484 ACRES OF LAND AND 9.19 ACRES OF LAND, LYING IN AND BEING SITUATED OUT OF THE THOMAS GARRETSON SURVEY, ABSTRACT 178), CITY OF ELGIN, BASTROP COUNTY, TEXAS; AND PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES AND RESOLUTIONS.

WHEREAS, an application has been made to the City Council of Elgin, Texas for a Specific Use Permit to allow a medical facility on property described in Exhibit “A” attached hereto and incorporated herein (“Property”); and

WHEREAS, the City Council has submitted the application to the Planning and Zoning Commission for its recommendation and report; and

WHEREAS, the Planning and Zoning Commission held a public hearing concerning the requested change on July 26th, 2021, following lawful publication of the notice of said public hearing; and

WHEREAS, after considering the public testimony received at such hearing, the Planning and Zoning Commission has recommended a specific use permit be granted allowing for a medical facility use on the Property; and

WHEREAS, on the 3rd day of August 2021, after proper notification, the City Council held a public hearing on the requested application, and

WHEREAS, the City Council determines that the Specific Use Permit provided for herein promote the health, safety, morals, and protects and preserves the general welfare of the community, and

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

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

I.

The facts and recitations contained in the preamble of this Ordinance are hereby found and declared to be true and correct and are incorporated by reference herein and expressly made a part hereof, as if copied verbatim. The City Council hereby finds that this Ordinance implements the vision, goals and policies of the City of Elgin’s Comprehensive Plan and further finds that enactment of this Ordinance is not inconsistent with or in conflict with any other policies or provisions of the Comprehensive Plan and the City’s Code of Ordinances.

II.

The Zoning District for the Property shall remain R-1 Single Family District, and the Ordinance granting a Specific Use Permit for the specific use on the property of medical facility is hereby adopted.

III.

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 reading this the 3rd day of August 2021.

Ron M. Ramirez, Mayor

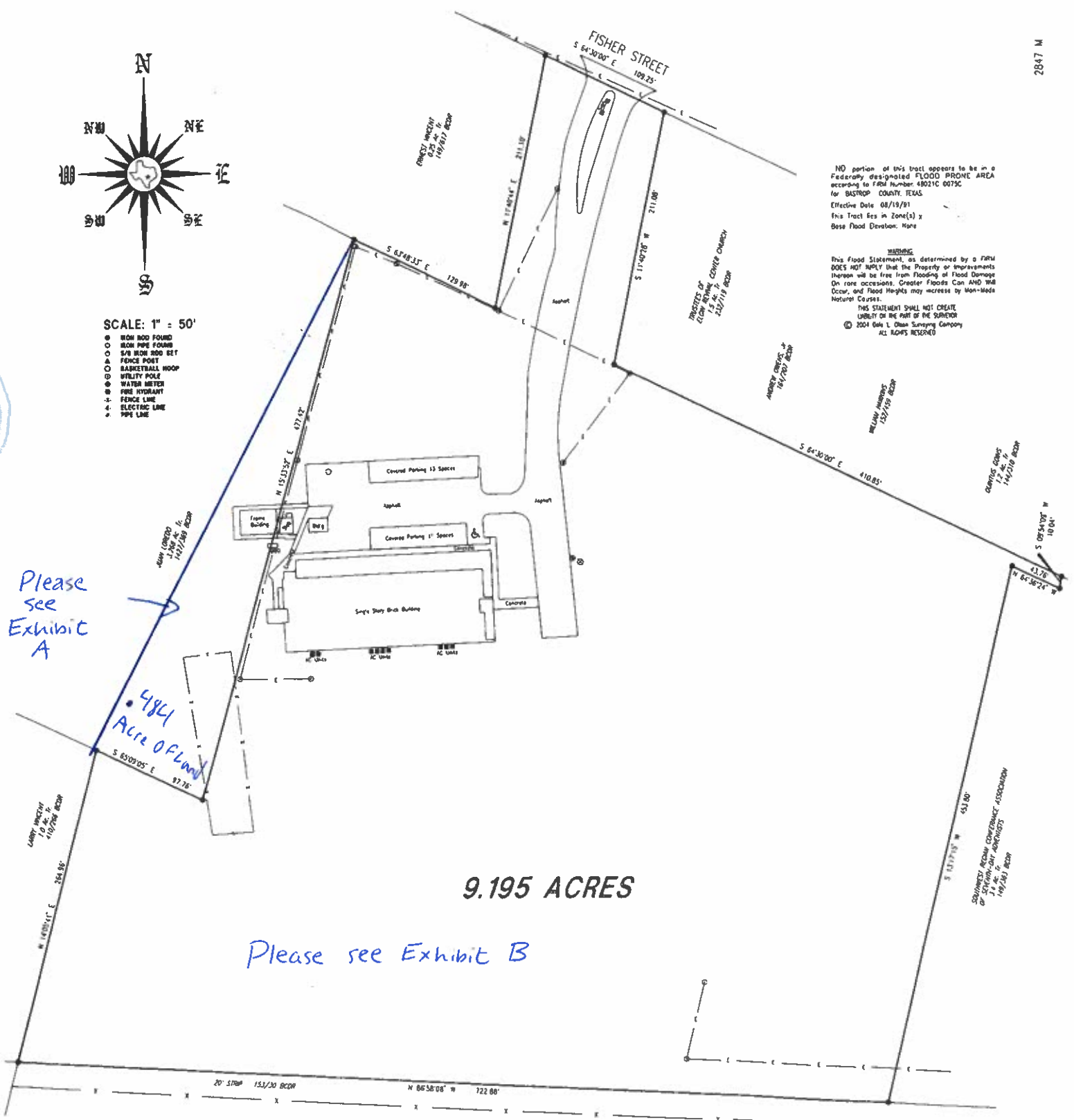
ATTEST:

Jennifer Stubbs, City Secretary



SCALE: 1" = 50'

- IRON ROD FOUND
- IRON PIPE FOUND
- 5/8" IRON ROD SET
- FENCE POST
- BASKETBALL HOOP
- UTILITY POLE
- WATER METER
- FIRE HYDRANT
- FENCE LINE
- ELECTRIC LINE
- PIPE LINE



NO portion of this tract appears to be in a Federally designated FLOOD PRONE AREA according to FEMA Number 48031C 0075C for BASTROP COUNTY, TEXAS.
Effective Date: 08/19/91
This Tract lies in Zone(s) 1
Base Flood Elevation: None

WARNING:
This Flood Statement, as determined by a FIRM DOES NOT IMPLY that the Property or Improvements thereon will be free from Flooding or Flood Damage. On rare occasions, Greater Floods Can AND WILL Occur, and Flood Heights may increase by Man-Made Natural Causes.
THIS STATEMENT SHALL NOT CREATE LIABILITY ON THE PART OF THE SURVEYOR
© 2004 Dale L. Olson Surveying Company
ALL RIGHTS RESERVED

Please see Exhibit A

Please see Exhibit B

9.195 ACRES

INFORMATION ONLY

The undersigned does hereby certify to the State Agency, Underwater, Underway, and/or Purchase, that this survey was, this day, made on the ground, on the property legally described herein, and is correct, and there are no discrepancies, conflicts, shortages in area, boundary line conflicts, encroachments, overlapping of improvements, visible utility lines, or roads in place, except as shown hereon, and that said property has access to and from a dedicated road way, except as shown hereon.

DALE L. OLSON REGISTERED PROFESSIONAL LAND SURVEYOR 711 WATER STREET (512) 321-5476 BASTROP, TEXAS	
SURVEY PLAT of a 9.195 ACRE TRACT in the THOMAS GARRETSON SURVEY, A-178, BASTROP COUNTY, TEXAS.	
SCALE: 1" = 50.00'	SANTA ANITA, Inc.
DRAFTSMAN: D. BROOKS	

PROFESSIONAL
LAND SURVEYORS

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

LEGAL DESCRIPTION

0.484 ACRE OF LAND OUT OF THE THOMAS GARRETSON SURVEY, ABSTRACT NO. 178, BASTROP COUNTY, TEXAS, COMPRISED OF A PORTION OF THAT TRACT CONVEYED AS 3.268 ACRES TO JUAN LOREDO AND ROSA LOREDO BY DEED RECORDED IN VOLUME 1427, PAGE 369, OFFICIAL RECORDS OF BASTROP COUNTY AND MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS AND AS SURVEYED UNDER THE SUPERVISION OF C. RICHARD RALPH, R.P.L.S. NO. 4758 DURING AUGUST, 2010:

BEGINNING at a capped iron rod found marked "J.E. Garon" for the north corner hereof, the common north corner of said 3.268 acres and that tract conveyed as 9.915 acres to Santa Anita, Inc. by deed recorded in Volume 1473, Page 558 of said Official Records, same being the common south corner of that tract conveyed as 0.25 acre to Ernest Vincent by deed recorded in Volume 149, Page 617, Deed Records of Bastrop County and that tract conveyed to Guadalupe Hernandez per Bastrop Central Appraisal District Records;

THENCE S 38°12'23" W, (Bearing Basis for this survey per said Volume 1427, Page 369) 471.55 feet along the east or southeast line of said 3.268 acres, called to be common with the west line of said 9.915 acres (Note: the undersigned's survey reveals the bearing along the west line of said 9.915 acres (called to be common with the east line of said 3.268 acres) to be S 30°02'32" W, creating a 0.367 acre gap of undetermined ownership between the two tracts) to a capped iron rod found marked "J.E. Garon" for the south or southeast corner hereof, the southeast corner of said 3.268 acres (ostensibly an angle point along the west line of said 9.915 acres, but found iron rods (not capped or marked) delineating the west line of said 9.915 acres place this point approximately N 50°40'25" W, 67.74 feet away from the angle point and southeast corner of said 3.268 acres per said Volume 1473, Page 558);

THENCE N 50°24'24" W, pass at 29.84 feet S 28°32'38" W, 0.51 feet from an iron rod found called per said Volume 1473, Page 558 to be the common north corner of said 9.915 acres and that tract conveyed as 1.0 acre to Larry Vincent by deed recorded in Volume 410, Page 266 of said Official Records, continue for a total of 89.38 feet along the line called to be common with both said 9.915 acres and said 1.0 acre per said Volume 1427, Page 369 to an iron rod set for the west or southwest corner hereof;

THENCE N 48°59'02" E, 477.82 feet over and across said 3.268 acres to the POINT OF BEGINNING, containing 0.484 acre of land, more or less and shown on the survey map prepared herewith.

Surveyed by:



C. Richard Ralph
Registered Professional Land Surveyor No. 4758

Project No. 1011075 - 113/52



August 11, 2010

Exhibit A

DALE L. OLSON

Registered Professional Land Surveyor

711 Water Street

Bastrop, TX 78602

Phone (512) 321-5476 * Fax (512) 303-5476

Exhibit B

FIELD NOTES FOR FIELD NOTES FOR A 9.195 ACRE TRACT IN THE THOMAS GARRETSON SURVEY, BASTROP COUNTY, TEXAS.

BEING a 9.195 acre tract or parcel of land out of and being a part of the Thomas Garretson Survey, A-178, in Bastrop County, Texas, and being all of that certain 2.000 acre tract described in a deed from John R. Butlet, individually and as Trustee for Michael L. Butler, to L. Warren Investment, dated July 19, 1988, recorded in Volume 511, Page 639, Bastrop County Deed Records and being a part of that certain 7.189 acre tract described in a deed from John R. Butler, individually and as Trustee for Michael L. Butler, to T. Warren Investments, dated July 19, 1988, recorded in Volume 511, Page 642, Bastrop County Deed Records. Herein described tract or parcel of land being more particularly described by metes and bounds as follows:

BEGINNING at the northwest corner of the said 2.000 acre tract, a 1/2 inch iron rod found in the south line of Fisher Street, at the northeast corner of that certain 0.25 acre tract described in a deed from Mamie Hill to Ernest Vincent, recorded in Volume 149, Page 617, Bastrop County Deed Records, for the most northerly northwest corner of this tract.

THENCE with the south line of Fisher Street and north line of the 2.000 acre and before mentioned 7.189 acre tracts, S 64 deg. 30 min. 00 sec. E, 109.25 feet to a 1/2 inch iron rod found at the northeast corner of the 7.189 acre tract and northwest corner of that certain 1.5 acre tract described in a deed from Wayland Ridings to the Trustees of Elgin Revival Center Church, recorded in Volume 232, Page 119, Bastrop County Deed Records, for the most northerly northeast corner of this tract.

THENCE with the west line of the Elgin Revival Center tract, S 11 deg. 40 min. 28 sec. W, 211.09 feet to the southwest corner of same, a 1/2 inch iron rod found for an interior corner of the 7.189 acre tract, for an interior corner of this tract.

THENCE with a lower north line of the 7.189 acre tract, the south line of the Elgin Revival Center tract, the south line of the Andrew Owens Jr. tract, recorded in Volume 164, Page 207, the south line of the William Hawkins tract, recorded in Volume 152, Page 459, the south line of the Quintus Goins 1.2 acre tract described in Volume 144, Page 310, Bastrop County Deed Records, S 64 deg. 30 min. 00 sec. E, 410.85 feet to a 1/2 inch iron rod found at the northwest corner of that certain 3.4 acre tract described in a Correction Deed from W.H. Rivers III to the Southwest Region Conference Association of Seventh-Day Adventists recorded in Volume 149, Page 363, Bastrop County Deed Records, for a lower northeast corner of the 7.189 acre tract and this tract.

THENCE with the west line of the Seventh Day Adventists 3.4 acre tract and lower east line of the 7.189 acre tract, S 09 deg. 54 min. 09 sec. W, 10.04 feet to a 1/2 inch iron rod found; N 64 deg. 36 min. 24 sec. W, 43.76 feet to a 1/2 inch iron rod found; S 13 deg. 17 min. 15 sec. W, 453.80 feet to a 1/2 inch iron rod found in the north line of 20 foot dedicated strip of land described in a deed recorded in Volume 153, Page 30, Bastrop County Deed Records, the southwest corner of the Seventh Day Adventists tract, the southeast corner of the said 7.189 acre tract, for the southeast corner of this tract.

THENCE with the north line of the 20 foot strip and south line of the 7.189 acre tract, N 86 deg. 58 min. 08 sec. W, 722.88 feet to a 1/2 inch iron rod found at the southeast corner of the Larry Vincent 1.0 acre tract recorded in Volume 410, Page 266, Bastrop County Deed Records, the southwest corner of the 7.189 acre tract, for the southwest corner of this tract.

Exhibit B

THENCE with the lower west line of the 7.189 acre tract and east line of the Vincent tract, N 14 deg. 05 min. 41 sec. E, 264.96 feet to a ½ inch iron rod found in the south line of that certain 3.268 acre tract described in a deed from Herb Dieringer to Juan Loreda recorded in Volume 1427, Page 369, Bastrop County Deed Records, the northeast corner of the Vincent tract, an angle corner of the 7.189 acre tract, for an angle corner of this tract.

THENCE with the south line of the Loreda 3.268 acre tract, S 65 deg. 09 min. 05 sec. E, 97.76 feet to the southeast corner of same, a ½ inch iron rod found at an interior corner of the 7.189 acre tract, for an interior corner of this tract.

THENCE with the east line of the Loreda 3.268 acre tract and a lower west line of the 7.189 acre and before mentioned 2.000 acre tract, N 15 deg. 33 min. 52 sec. E, 477.42 feet to a ½ inch iron rod found at the northeast corner of the Loreda tract and a lower northwest corner of the 2.000 acre tract, for a lower northwest corner of this tract.

THENCE with a lower north line of the 2.000 acre tract and south line of the before mentioned Vincent tract, S 63 deg. 48 min. 33 sec. E, 129.98 feet to a ½ inch iron rod found at the southeast corner of the Vincent tract and an interior corner of the 2.000 acre tract, for an interior corner of this tract.

THENCE with the east line of the Vincent tract and upper west line of the 2.000 acre tract, N 11 deg. 40 min. 44 sec. E, 211.10 feet to the POINT OF BEGINNING, containing 9.195 acres of land.



Dale L. Olson
Reg. Pro. Land Surveyor 1753

OR

Michael D. Olson
Reg. Pro. Land Surveyor 5386

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Order #: 143204

Date Created:09/21/04

FILED AND RECORDED
OFFICIAL PUBLIC RECORDS

Rose Pietsch

2004 SEP 24 01:54 PM 200415457
KRISTAB \$15.00
ROSE PIETSCH, COUNTY CLERK
BASTROP COUNTY, TEXAS

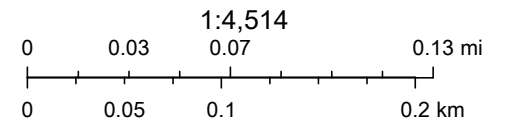
ArcGIS Web Map



6/29/2021, 3:05:00 PM

Zoning

- | | |
|--|---|
| R1 - Single Family | R2 - Single Family & Garage Apartment District |
| A - Multiple Family Residential District | R3 - Single Family/Two Family/Industrialized Housing District |
| C2 - General Commercial District | Bastrop Parcels Jan 2021 |
| C3 - Highway Commercial District | |



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