AGENDA
ELGIN CITY COUNCIL
REGULAR MEETING
TUESDAY, JUNE 6, 2023
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_IoV0Nr3AqM1jJTzA

I. **CALL TO ORDER**

II. **ROLL CALL**

III. **INVOCATION**

IV. **PLEDGE OF ALLEGIANCE**

V. **PUBLIC HEARING**

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 Housing District To "R-2" Single Family & Duplex Dwelling District Located On Parcels Of Land Known By The Travis Co. Appraisal Dist. As Parcels 358800, 358801, & 358802 Located Between Carlson Ln. & Carlson Rd. Across From Eagles Landing Ph. 2 (BEING A 52.76 ACRE TRACT OUT OF THE HENRY MARTIN SUVEY NUMBER 65, ABSTRACT 518, TRAVIS CO., TX) Being Described In Exhibit "A", Attached Hereto And Providing A Savings Clause And Repealing Conflicting Ordinances And Resolutions.**

   Documents:

   NEW PUBLIC HEARING COUNCIL COVERSHEET.PDF

VI. **PUBLIC COMMENT**

The "PUBLIC COMMENT" item posted on the agenda is reserved for members of the public who would like to address the City Council regarding posted agenda items or non-agenda items. Individuals requesting to speak or address the City Council during the meeting shall do so under the "PUBLIC COMMENT" agenda item. Speakers shall 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. **As of May 1, 2022, all such public comments will be done IN PERSON. You may email public comments and they will be distributed to each of the Council Members but not read out loud.**

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 a "PUBLIC COMMENT FORM".

Speakers must address their comments to the Mayor or Presiding Officer rather than to an individual Council Member or Staff Member. All speakers must limit their comments to the specific subject matter noted on the "PUBLIC COMMENT FORM" and refrain from any personal attacks or derogatory comments directed at any Council Member, Staff Member, other individual, or group.

VII. PRESENTATION

1. **A PROCLAMATION DECLARING JUNE 19, 2023, AS JUNETEENTH IN THE CITY OF ELGIN**

   Documents:

   JUNETEENTH PROCLAMATION 2023.PDF

VIII. CITY MANAGERS REPORT

1. **Presentation Of The Proposed 2023 City Of Elgin Five-Year Capital Improvement Plan**

   Documents:

   EXSUMMARY - 5YRCP PRESENTATION.PDF

2. **Board Of Adjustment Quarterly Report**

   Documents:

   STAFF REPORT.PDF

3. **Building Standards Commission Quarterly Report**

   Documents:

   STAFF REPORT.PDF

4. **General Activity Report And/Or Project Update**

   Documents:

   EXSUMMARY - GENERAL ACTIVITY REPORT.PDF

IX. 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 - May 16, 2023**

   Documents:

   EX SUMMARY- MAY 16, 2023 REGULAR MEETING MINUTES.PDF
   5-16-2023 CITY COUNCIL REGULAR MEETING MINUTES.PDF

2. **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ELGIN, TEXAS AUTHORIZING EXECUTION OF AN AGREEMENT WITH THE TEXAS DEPARTMENT OF TRANSPORTATION FOR TEMPORARY CLOSURE OF STATE RIGHT OF WAY.**

   Documents:

   EXECUTIVE SUMMARY SHEET TXDOTAGREEMENTHOGEYE23.PDF
   HOGEYE RESOLUTION.PDF
   2023 TEA30 TXDOT.PDF
   HOGEYE LETTER FROM MSB.PDF
   HOGEYE LETTER FROM EPD.PDF

3. **A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE CITY MANAGER TO APPROVE PROFESSIONAL SERVICES FEES WITH FGM ARCHITECTS INC. RELATED TO THE ELGIN POLICE DEPARTMENT STATION PROJECT; AND MAKING CERTAIN FINDINGS RELATED THERETO.**

   Documents:

   EXSUMMARY - AUTH EPD FGMA.PDF
   EPD STATION RESOLUTION.PDF
   INVOICE 12 - CITY OF ELGIN PS.PDF

4. **A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE REALLOCATION AND RETITLING OF POSITIONS WITHIN THE DEPARTMENTS OF FINANCE, DEVELOPMENT SERVICES, PUBLIC SAFETY AND THE WASTEWATER PLANT WHICH INCLUDES ACCOUNTING CLERK TO ACCOUNTANT; BUILDING INSPECTOR TO CITY PLANNER; PATROL OFFICER TO DETECTIVE; AND LAB TECHNICIAN TO PLANT OPERATOR.**

   Documents:

   EXSUMMARY - RECLASS OF AUTHORIZED POSITIONS FY 2022-23.PDF
   RESOLUTION RECLASS POSITIONS 2023.PDF
   FINAL AUTHORIZED POSITIONS 2022-2023 AMENDED 05-2023.PDF

5. **A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH RDC PAVING OF ROUND ROCK TEXAS FOUR STREET REPAIRS AND MAKING CERTAIN FINDINGS RELATED THERETO.**

   Documents:

   EX SUMMARY-STREET REPAIRS WINTER STORM MARA.PDF
   RESSTREETREPAIRS2023.PDF
   2023.05.16 RDC PAVING PO REQ.PDF

X. NEW BUSINESS

1. **Update On Veterans Park Expansion Project**

   Documents:

   EXSUMMARYVETERANSEXPANSIONBIDDING.PDF
   VETERANS EXPANSIONBUDSUM.PDF

2. **A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH WHIRLIX, DESIGN INC. TO CONSTRUCT A PLAYGROUND FOR MORRIS MEMORIAL PARK ON NORTH AVENUE C AND MAKING CERTAIN FINDINGS RELATED THERETO.**

   Documents:

   EXSUMMARYMORRISNEWPLAYGROUND.PDF
   RESMORRISPARKPLAYGROUND.PDF
   1173409-01-03-11.JPG
   DRAFT 2D LAYOUT RENDER 4-19-23.PDF

3. **A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH FUN ABOUNDS, INC. TO CONSTRUCT SURFACING FOR NEW PLAYGROUND FOR MORRIS MEMORIAL PARK ON NORTH AVENUE C AND MAKING CERTAIN FINDINGS RELATED THERETO.**

   Documents:

   EXSUMMARYMORRISPLAYSURFACING.PDF
   RESMORRISPARKPLAYSURFACING.PDF
   EST 9711 - CITY OF ELGIN - MORRIS MEMORIAL PARK - SURFACING - 5.12.2023.PDF
   1173409-01-03-JHD-MODEL.PDF

4. **A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE CITY MANAGER TO PROCEED WITH THE CONSTRUCTION OF A NEW ENTRANCE AND PARKING AREA FOR THOMAS MEMORIAL PARK ON MADISON STREET AND MAKING CERTAIN FINDINGS RELATED THERETO.**

   Documents:

   EXSUMMARYTHOMASPARKNEWENTRANCE.PDF
   RESTHOMASPARKNEWENTRANCE.PDF
   THOMASPARKNEWENTRANCE.JPG

5. **A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH SPORT COURT OF AUSTIN, FOR REPAIRS TO THE THOMAS MEMORIAL PARK BASKETBALL COURT AND MAKING CERTAIN FINDINGS RELATED THERETO.**

   Documents:

   EX SUMMARY-THOMAS PARK BASKETBALL COURT RENOVATIONS.PDF
   RESTHOMASPARKREPAIRS.PDF

6. **A RESOLUTION OF THE CITY OF ELGIN, TEXAS, APPOINTING BLAS COY AS ASSOCIATE JUDGE OF THE CITY OF ELGIN MUNICIPAL COURT IN ACCORDANCE WITH THE CITY CHARTER; MAKING FINDINGS OF FACT; AND PROVIDING FOR**

RELATED MATTERS

Documents:

EXSUMMARY - APPT ASSOCIATE JUDGE .PDF
RESAPPTASSOCJUDGE623.PDF

7. **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 LAND FROM "R-1" SINGLE FAMILY HOUSING DISTRICT TO "R-2" SINGLE FAMILY & DUPLEX DWELLING DISTRICT LOCATED ON PARCELS OF LAND KNOWN BY THE TRAVIS COUNTY APPRAISAL DISTRICT AS PARCELS 358800, 358801, & 358802, LOCATED BETWEEN CARLSON LN. & CARLSON RD. ACROSS FROM EAGLES LANDING PH. 2 (BEING A 52.76 ACRE TRACT OUT OF THE HENRY MARTIN SURVEY NUMBER 65, ABSTRACT 518, TRAVIS CO., TX), BEING MORE DESCRIBED IN EXHIBIT "A"; AND PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES AND RESOLUTIONS.**

Documents:

NEW COUNCIL COVERSHEET.PDF
CARLSON TRACT REZONING COMBINED PACKET.PDF

XI. Election Of The Mayor Pro-Tem By City Council

Documents:

EX SUMMARY-ELECTION OF MAYOR PRO TEM.PDF

XII. EXECUTIVE SESSION

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

XIII. RECONVENE

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

XIV. ANNOUNCEMENTS

XV. ADJOURMENT

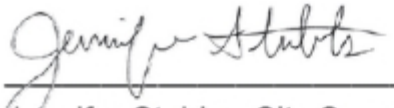
The City Council may retire to executive session any time between the meeting's opening and adjournment for the purpose of consultation with legal counsel pursuant to Chapter 551.071 of the Texas Government Code; discussion of personnel matters pursuant to Chapter 551.074 of the Texas Government Code; 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, June 2, 2023, in accordance with Chapter 551 of the Texas Government Code.



Jennifer Stubbs, City Secretary

Elgin City Council Meeting
Agenda Item Executive Summary

ITEM: 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 Housing District to "R-2" Single Family & Duplex Dwelling District located on parcels of land known by the Travis Co. Appraisal Dist. as parcels 358800, 358801, & 358802 located between Carlson Ln. & Carlson Rd. across from Eagles Landing Ph. 2 (BEING A 52.76 ACRE TRACT OUT OF THE HENRY MARTIN SUVEY NUMBER 65, ABSTRACT 518, TRAVIS CO., TX) being described in Exhibit "A", attached hereto and providing a savings clause and repealing conflicting ordinances and resolutions.

DEPARTMENT: Development Services.

PROPOSED ACTION: No Council action proposed or requested at this time; this item is to allow for public comments on the proposed ordinance in accordance with State law (Carlson Tract Rezoning from R-1 to R-2).

BACKGROUND: The Planning & Zoning Commission recommended unanimous approval of this Item at their May 22, 2023, Meeting.

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

Finance Approval:

Signature: _____ Date:_____

RECOMMENDATION: None.

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.

A PROCLAMATION DECLARING JUNE 19, 2023, AS JUNETEENTH IN THE CITY OF ELGIN

WHEREAS, Juneteenth is the oldest nationally celebrated commemoration of the end of slavery in the United States, it was on June 19, 1865, and on today, June 19, 2023, we the people of color continue encouraging self-development and respect for all cultures. Remembering ***Freedom is Not Free***; and

WHEREAS, on June 17, 2022, that day, June 19th , became a National Holiday signed by United States President Joseph R. Biden Jr., a day to reflect on both bondage and freedom — a day of both pain and purpose, a day to heal, to hope, and to emerge from our worst moments as a stronger, freer, and a day to celebrate the power and resilience of Black Americans who have endured generations of oppression in the ongoing journey toward equal justice, equal dignity, equal rights, and equal opportunity in America; and

WHEREAS, Black-American communities and families have celebrated "JUNETEENTH" for over 150 years; and the 24th annual Elgin Juneteenth celebration will take place at Veterans' Memorial Park on June 9 and 10, 2023, including a colorful parade, with a route to 'uptown'. As the organization maintain their motto:"***Let's Put Unity Back Into the Community"***; and

WHEREAS, EJO presented Zoey Penelope White, Sebastian Bernard Jackson, DeAnthony Javon Moore and Ralyssa Jade LaQuay Enueshike, graduating seniors from Elgin High School with a $500.00 scholarship and they joined forces with Elgin MLK, Jr. Scholarship Foundation and gave five, $1200 scholarships to Adriano Vasquez, DeAnthony Javon Moore, Ralyssa Jade LaQuay Enueshike, Sebastian Bernard Jackson and Zoey Penelope White; and

WHEREAS, Elgin Depot Museum will open their doors to remember and provide education on Black Churches of Elgin. The vision boards will be on display beginning, June 9, 2023; and

WHEREAS, National Association for the Advancement of Colored People Elgin Branch Number 6174 presents ***Celebrate Juneteenth on Juneteenth!!! Freedom Is Not Free!*** The celebration will present **"If Not You, Then Who"** in the middle of town at Veterans' Memorial Park at 6:45 in the evening. The event will be hosted by Reverend D. W. Townsend and some Pastors and Ministers of the city, and

WHEREAS, the dedicated work of Mrs. Amy Miller, Mrs. Bettye Lofton, and Ms. Gwendolyn Johnson, with the members of EJO and NAACP Elgin Branch with the support of Reverend D. W. Townsend and the Pastors and Ministers of the City of Elgin is evident in the production of this day in Elgin, and

NOW, THEREFORE, I, Theresa Yvonne McShan, Mayor of Elgin, Texas, by virtue of the authority vested in me by the citizens of the city of Elgin, do hereby proclaim **June 19, 2023**, as Juneteenth Day in the City of Elgin. I call upon the citizens of the City of Elgin to acknowledge and celebrate the end of the Civil War and the emancipation of enslaved Black Americans and commit together to eradicate systemic racism and inequity that should never be tolerated and must always be fought against as One Town, One Team One Family.

IN WITNESS WHEREOF, I have set my hand and caused the seal of the City of Elgin, Texas to be affixed this 6th day of June 2023.

_____

THERESA Y. MCSHAN, Mayor

Elgin City Council Meeting
Agenda Item Executive Summary

ITEM: Presentation of the proposed 2023 City of Elgin Five-Year Capital Improvement Plan

DEPARTMENT: City Manager

PROPOSED ACTION:

No Council action proposed or requested at this time; This item is for the formal presentation of the 2023 City of Elgin Five-Year Capital Improvement Plan (5YRCP) as proposed by the City Manager. (The 5YRCP will be considered for formal adoption at a future date as determined by Council).

BACKGROUND:

Discussed at previous meetings; This presentation was scheduled under the FY2023-24 Budget Development Calendar.

The 5YRCP is a comprehensive document describing all currently proposed capital expenditures and projects for all city departments and operations for each of the next five years. The 5YRCP is designed to provide operations staff with the opportunity to look beyond the standard 12-month governmental funding cycle; while also providing City Council with information necessary to achieve effective long-term financial planning.

While the 2023 5YRCP will ultimately be considered for formal adoption by Council Resolution, its approval will not constitute an authorization of appropriations.

BUDGET/FINANCIAL IMPACT:

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

RECOMMENDATION:

Receive and consider the proposed 2023 City of Elgin Five-Year Capital Improvement Plan as proposed by the City Manager; and review same for further, detailed discussion at subsequent Budget Work Sessions.

ATTACHMENTS:

None *(The 5YRCP document will be provided to Council separately and will be available on the City website for viewing by the public).*

{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.

Development Services Department

STAFF REPORT

Board of Adjustment (BOA) Quarterly Report

Date: May 15, 2023

SUMMARY OF ACTIVITIES FROM MARCH 2023 – MAY 2023 MEETINGS

March 2023
No meeting.

April 2023
No meeting.

May 2023
No meeting.

PROPOSED ACTIVITIES FROM JUNE 2023 – AUGUST 2023 MEETINGS

Continue to perform their function as allowed by State law and City Code including items such as zoning variances, special exceptions, zoning interpretation appeals, sign variances, landscape administrative waiver appeals, and landscape variance appeals.

RECOMMENDED COUNCIL ACTION

None.

Development Services Department

STAFF REPORT

Building Standards Commission (BSC) Quarterly Report

Date: May 15, 2023

SUMMARY OF ACTIVITIES FROM MARCH 2023 – MAY 2023 MEETINGS

March 2023
No meeting.

April 2023
No meeting.

May 2023
No meeting.

PROPOSED ACTIVITIES FROM JUNE 2023 – AUGUST 2023 MEETINGS

Continue to perform their function as allowed by State law and City Code including items such as declaring an unsafe building, building code interpretation appeals, building code variances, fire code interpretation appeals, and fire code variances.

RECOMMENDED COUNCIL ACTION

None.

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 – May 16, 2023

DEPARTMENT: Administration

PROPOSED ACTION: Approval of the City Council Regular Meeting Minutes- May 16, 2023

BACKGROUND: N/A

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

Finance Approval:

Signature: _____ Date:_____

RECOMMENDATION: Approval of the City Council Regular Meeting Minutes- May 16, 2023

ATTACHMENTS: Minutes

{} 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 CITY COUNCIL CHAMBERS
404 NORTH MAIN STREET
May 16, 2023

CALL TO ORDER

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

Roll Call

Present:
Theresa McShan, Mayor
Sue Brashar, Mayor Pro Tem
Arthur Gibson III, Council Member
Joy Casnovsky, Council Member
Chuck Swain, Council Member
Forest Dennis, Council Member
Skyler Maldonado, Council Member
Al Rodriguez, Council Member
Matthew Callahan, Council Member

Staff:
Thomas L. Mattis, City Manager
Jennifer Stubbs, City Secretary
Amy Miller, Community Services Director
Michael Gonzalez, Public Works Director
David Harrell, Development Services Director
Chris Noble, Chief of Police
Beau Perry, City Engineer
Kristina Alvarez, Main Street Manager
Sonia Browder, Media Specialist

INVOCATION

Mr. Dennis provided the invocation.

PLEDGE OF ALLEGIANCE

Mayor McShan 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 Amending Ch. 46, Zoning, Art. I, In General, Art. IV Zoning District Regulations; And Providing For A Savings Clause And Repealing Conflicting Ordinances And Resolutions.

Mr. Mattis provided comments and stated that the P&Z Commission recommended approval.

Janet Gudenkauf, 813 Old McDade Road, stated that this is something that she has been hoping for a while. She stated that she lives in her daughter's house, and she expects to have a place where she can live forever.

2. 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 Land From "R-1" Single Family Dwelling District To "C-3" Highway Commercial District Located On Parcels Of Land Known By The Travis Co. Appraisal District As Parcel 815585, Located At 13708 County Line Rd. (ABS 518 SUR 65 MARTIN H, ACRE 4.096), Being More Described In Exhibit "A"; And Providing For A Savings Clause And Repealing Conflicting Ordinances And Resolutions.

Mr. Mattis stated that the property owner requested the zoning change and is recommended for denial by the P&Z Commission and staff. There will be an action item later in the meeting. There were no public comments.

3. Public Hearing On A Resolution Of The City Of Elgin, Texas Approving A Strategic Partnership Agreement With Primavista Land Company, LLC And The City.

Mr. Mattis stated that at the last meeting, the Council approved a development agreement and a strategic partnership agreement with the developers. He stated that two public hearings are required. There were no public comments.

4. Public Hearing On An Ordinance Annexing Adjacent And Contiguous Territory To The City Of Elgin, Texas To Wit: A 0.511 Acre Tract Of Land, Situated Out Of The Thomas Christianson Survey, Abstract No. 2296 In Travis 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 that this is another procedural requirement. He stated that at the far north end of County Line Road, there is land technically owned by the Harvest Ridge MUD which makes it outside of the city limits. Mr. Mattis stated that the city has jurisdiction over the road and because of that, the city needs to annex the strip of land.

PUBLIC COMMENT

There were no public comments.

PRESENTATION

1. A PROCLAMATION DECLARING MAY 2023 AS NATIONAL HISTORIC PRESERVATION MONTH IN THE CITY OF ELGIN

Mayor McShan read the proclamation and presented it to Ms. Miller and Ms. Alvarez. Ms. Alvarez provided information about the packet she handed out to the Council.

CITY MANAGER'S REPORT

1. Review And Discussion Of The Temporary Traffic Re-Routing Plan To Accommodate The County Line Road Reconstruction Project Phase 1, Parts 2 And 3

Mr. Mattis provided information and invited Mr. Perry up to the dais. Mr. Perry stated that there are several home builder projects ongoing, including the EISD High School upgrade and the brand-new elementary school in Harvest Ridge, AQUA is constructing an 18-inch water line, AT&T is relaying duct banks, and Oncor is redoing overhead electricity. He stated that Northbound traffic was more critical than Southbound due to concrete deliveries to the job sites. Mr. Perry provided alternative re-routing information due to the ongoing construction. He answered questions of the Council. Discussion followed.

2. Review And Discussion Of The Recreation Center/Emergency Shelter Being Utilized As The City Polling Location And The Potential For Relocation Of Same

Mr. Mattis stated that staff had some concerns about the polling location change to the Elgin Recreation Center. He stated that issues have continued to arise, and he believes consideration should be given to relocating the polling location. Mr. Mattis stated that it would require an effort on the city's part. Ms. Casnovsky encouraged the Council to try to change this by the November election. It was decided that a small committee would form consisting of Ms. Casnovsky, Mayor Pro Tem Brashar, Jennifer Stubbs, and Amy Miller.

3. Planning & Zoning Commission (PZC) Quarterly Report

Mr. Mattis stated that this report is in the Council packets. There were no questions on the item.

4. General Activity Report and/or Project Update

Mr. Mattis stated that there will be a Swearing in Ceremony tomorrow and Ms. Love will be taking her seat at the next meeting.

CONSENT AGENDA

1. City Council Regular Meeting Minutes - May 2, 2023The minutes passed on the consent agenda.

The minutes passed on the consent agenda.

2. A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE A LETTER OF AGREEMENT WITH TRC ENGINEERS INC. FOR PROFESSIONAL ENGINEERING SERVICES RELATED TO INSTALLATION OF AN EMERGENCY GENERATOR AT THE WATER TREATMENT PLANT; AND MAKING CERTAIN FINDINGS RELATED THERETO

The resolution passed on the consent agenda.

Mayor Pro Tem Brashar made a motion to approve the consent agenda as presented. Mr. Dennis seconded the motion. All voted in favor. The motion carried.

NEW BUSINESS

1. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ELGIN, TEXAS, AS CANVASSING AUTHORITY, CANVASSING THE ELECTION RETURNS AND DECLARING RESULTS OF THE CITY OF ELGIN GENERAL ELECTION HELD ON MAY 6, 2023; FINDING AND DETERMING THAT THE MEETING AT WHICH THIS RESOLUTION WAS PASSED WAS NOTICED AND IS OPEN TO THE PUBLIC AS REQUIRED BY LAW.

Mr. Mattis stated this is a formality to make the election results official. Mr. Callahan made a motion to approve the request. Mr. Rodriguez seconded the motion. All voted in favor. The motion carried.

2. AN ORDINANCE AMENDING CHAPTER 46 ZONING, ARTICLE I IN GENERAL, ARTICLE IV ZONING DISTRICT REGULATIONS, & ARTICLE V SUPPLEMENTAL DISTRICT REGULATIONS; AND PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES OR RESOLUTIONS.

Mr. Mattis stated that this is relative to accessory dwelling units being permitted in the City. This item came up by Council Member Gibson. The P&Z Commission and staff recommend for approval. He stated that from a policy standpoint, the existing code up until this time was focused on impacts for the future. It attempted to address issues now, so they won't have to be addressed later. The amendment shifts responsibility from the city to the future buyer. Ms. Casnovsky provided comments. Ms. Casnovsky made a motion to approve the Ordinance with the caveat that we change the section to read Accessory Dwelling Units shall be a minimum of 250 sq ft and a maximum of 900 sq ft and shall not exceed one-half (1/2) of the gross floor area. Mr. Gibson seconded the motion. All voted in favor. The motion carried.

3. A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH IECONI OF HOUSTON, TEXAS FOR THE PISTOL HILL WATER BOOSTER STATION IMPROVEMENTS PROJECT, GENERAL LAND OFFICE GRANT 22-082-009-D207; AND MAKING CERTAIN FINDINGS RELATED THERETO

Mr. Mattis stated that this is a crucial project for the City and this action tonight is to award a bid and authorize work for the Pistol Hill Water Booster Station. This is a 2021 CO Project and is also funded by grants. He stated that tonight, the city engineer, and the staff are proposing to build an enhanced project with an extra investment coming from water impact fees. He stated that the station would go from 750 gallons to a million-gallon tank. Mr. Mattis stated that the combination of over $4 million in grant funds, roughly $50,000 from the CO's, and just over $700,000 out of the water impact fees essentially means no additional cost to existing taxpayers. Discussion followed. Mayor Pro Brashar made a motion to pass the resolution as read. Ms. Callahan seconded the motion. All voted in favor. The motion carried.

4. AN ORDINANCE ANNEXING ADJACENT AND CONTIGUOUS TERRITORY TO THE CITY OF ELGIN, TEXAS, TO WIT: A 0.511 ACRE TRACT OF LAND, SITUATED OUT OF THE THOMAS CHRISTIAN SURVEY, ABSTRACT NO. 2296 IN TRAVIS 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 is to formally annex the right-out-way into County Line Road. He stated there is no property, just the road right-of-way. Mr. Dennis made a motion to approve the ordinance as presented. Mr. Maldonado seconded the motion. All voted in favor. The motion carried.

5. 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 LAND FROM "R-1" SINGLE FAMILY DWELLING DISTRICT TO "C-3" HIGHWAY COMMERCIAL DISTRICT LOCATED ON PARCELS OF LAND KNOWN BY THE TRAVIS COUNTY APPRAISAL DISTRICT AS PARCEL 815585, LOCATED AT 13708 COUNTY LINE RD. (ABS 518 SUR 65 MARTIN H, ACRE 4.096), BEING MORE DESCRIBED IN EXHIBIT "A"; AND PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES AND RESOLUTIONS.

Mr. Mattis stated that there was a public hearing, and this has been requested by the property owner for a zoning change of the property from single-family residential to commercial. He stated that from a staff standpoint, with the work on County Line Road and FM 1100, it is not in anyone's interest to be building in the area currently because of plans and impacts from the Texas Department of Transportation. Mr. Mattis stated that for the most part, nobody has changed zoning without a development plan. Discussion followed. Mayor Pro Tem Brashar made a motion to deny the Ordinance. 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

The City Council did not retire into Executive Session.

ANNOUNCEMENTS

Ms. Miller stated there will be craft beer, sodas, and food trucks on Sunday at the Circle Brewing Grand Opening. She stated that Music in Park is on Friday evening. Ms. Miller stated that there are brand new banners installed by Public Works and the initiative was coordinated through the VFW. She stated that families donated to have Veteran's featured on the banners. She stated that they will be up until August. Mr. Mattis stated that the staff are close to having the final design for Veterans' Park. Mayor Pro Tem Brashar stated that there is a little boy from Elgin named Cody who has been diagnosed with cancer. On June 3rd, there is a fundraiser from 4:00 to 7:00 PM where the public can purchase chicken at the Elgin Little League and there is a T-Ball tournament district-wide. She stated that she will be running the bake sale and that donations can go to her. Ms. Casnovsky asked about mulch. Mr. Mattis stated to reach out to staff if there is any interest from the public in receiving mulch.

ADJOURNMENT

Mayor McShan adjourned the meeting at 7:56 p.m.

_____

Theresa Y. McShan, Mayor

ATTEST:

_____

Jennifer Stubbs, City Secretary

Elgin City Council Meeting
Agenda Item Executive Summary

ITEM A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ELGIN, TEXAS AUTHORIZING EXECUTION OF AN AGREEMENT WITH THE TEXAS DEPARTMENT OF TRANSPORTATION FOR TEMPORARY CLOSURE OF STATE RIGHT OF WAY.

DEPARTMENT: Community Services

PROPOSED ACTION: Consider agreement with Texas Department of Transportation for the Temporary Closure of Loop 109 for the Hogeye Festival Saturday October 28, 2023.

BACKGROUND:

The Texas Department of Transportation requires this agreement to authorize the temporary closure of state right of way for more than 4 hours. TXDOT requires a traffic control plan signed by an engineer which is a part of the agreement. They also require the use of a professional traffic control company to implement the plan and coordination with local police department. The annual Hogeye Festival is organized by the Elgin Main Street Board and the Community Services Division. Main Street Board will engage a professional traffic control firm to implement the traffic control plan and has reviewed the plan with the Elgin Police department and Public Works. The festival is held in the downtown business district on Saturday, October 28. The festival area and associated street closures include the following: Loop 109 Main Street from the 400 block of North Main Street to the 200 block of South Main Street, Depot Street and Central Avenue, from Main Street to Avenue B, Austin Street, 1st Street, 2nd Street, from the Union Pacific Railroad tracks to Avenue C from 4am to 9pm. Cost for traffic control implementation is covered by the festival and Main Street program.

BUDGET/FINANCIAL IMPACT:

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

RECOMMENDATION: Staff recommends approval of resolution.

ATTACHMENTS: Resolution, traffic control plan, festival area map, TXDOT documents

{ } 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.

RESOLUTION NO: _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ELGIN, TEXAS AUTHORIZING EXECUTION OF AN AGREEMENT WITH THE TEXAS DEPARTMENT OF TRANSPORTATION FOR TEMPORARY CLOSURE OF STATE RIGHT OF WAY.

WHEREAS, the City of Elgin will hold the annual Hogeye Festival on Saturday, October 28, 2023; and

WHEREAS, the Hogeye Festival is a free community street festival held in the downtown district including Loop 109 from Lexington to Austin Street; and

WHEREAS, the Governing Body of the City of Elgin desires to reaffirm its support of the Hogeye Festival and approve and authorize the execution of an Agreement for the Closure of State Right of Way.

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

Section 1. Findings. The following recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes as findings of fact.

Section 2. Authorization. The City Manager is hereby authorized to execute an agreement with Texas Department of Transportation**.**

Section 3. 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 4. This Resolution shall take effect immediately upon passage.

PASSED AND ADOPTED this 6th day of June 2023

_____
THERESA Y. MCSHAN, Mayor
City of Elgin, Texas

ATTEST:

_____
JENNIFER STUBBS, City Secretary

Agreement No._____

STATE OF TEXAS §

COUNTY OF TRAVIS §

AGREEMENT FOR THE TEMPORARY CLOSURE OF STATE RIGHT-OF-WAY

THIS AGREEMENT is made by and between the State of Texas, acting by and through the Texas Department of Transportation, hereinafter called the "State," and the City of Elgin, a municipal corporation, acting by and through its duly authorized officers, hereinafter called the "City."

W I T N E S S E T H

WHEREAS, the State owns and operates a system of highways for public use and benefit, including Loop 109, in Bastrop, County; and

WHEREAS, the City has requested the temporary closure of Loop 109 for the purpose of the 36th Annual Hogeye Festival as described in the attached "Exhibit A," hereinafter identified as the "Event;" and

WHEREAS, the Event will be located within the City's incorporated area; and

WHEREAS, the State, in recognition of the public purpose of the Event, wishes to cooperate with the City so long as the safety and convenience of the traveling public is ensured and that the closure of the State's right-of-way will be performed within the State's requirements; and

WHEREAS, on the 6th day of June, 2023, the Elgin City Council passed Resolution / Ordinance No._____, attached hereto and identified as "Exhibit B," establishing that the Event serves a public purpose and authorizing the City to enter into this agreement with the State; and

WHEREAS, 43 TAC, Section 22.12 establishes the rules and procedures for the temporary closure of a segment of the State highway system; and

WHEREAS, this agreement has been developed in accordance with the rules and procedures of 43 TAC, Section 22.12;

NOW, THEREFORE, in consideration of the premises and of the mutual covenants and agreements of the parties hereto, to be by them respectively kept and performed as hereinafter set forth, it is agreed as follows:

A G R E E M E N T

Article 1. CONTRACT PERIOD

This agreement becomes effective upon final execution by the State and shall terminate upon completion of the Event or unless terminated or modified as hereinafter provided.

Article 2. EVENT DESCRIPTION

The description of the Event, including the proposed schedule of start and stop times,

approximate number of people attending the Event, and equipment involved shall be attached hereto and identified as “Exhibit C.”

Article 3. OPERATIONS OF THE EVENT

A. The City shall assume all costs for the operations associated with the Event, to include but not limited to, plan development, materials, labor, public notification, providing protective barriers and barricades, protection of highway traffic and highway facilities, and all traffic control and temporary signing.

B. The City shall submit to the State for review and approval the construction plans, if construction or modifications to the State’s right-of-way is required, the traffic control and signing plans, traffic enforcement plans, and all other plans deemed necessary by the State.

C. The City will not initiate closure prior to 24 hours before the scheduled Event and all barriers and barricades will be removed and the highway reopened to traffic within 24 hours after the completion of the Event.

D. The City will provide adequate enforcement personnel to prevent vehicles from stopping and parking along the main lanes of highway right-of-way and otherwise prevent interference with the main lane traffic by both vehicles and pedestrians. The City will prepare a traffic enforcement plan, to be approved by the State in writing at least 48 hours prior to the scheduled Event. Additionally, the City shall provide to the State a letter of certification from the law enforcement agency that will be providing traffic control for the Event, certifying that they agree with the enforcement plan and will be able to meet its requirements.

E. The City hereby assures the State that there will be appropriate passage allowance for emergency vehicle travel and adequate access for abutting property owners during construction and closure of the highway facility. These allowances and accesses will be included in the City’s traffic control plan.

F. The City will avoid or minimize damage, and will, at its own expense, restore or repair damage occurring outside the State’s right-of-way and restore or repair the State’s right-of-way, including roadway and drainage structures, signs, and pavement, etc. to a condition equal to that existing before the closure, and, to the extent practicable, restore the natural environment, including landscape features.

Article 4. OWNERSHIP OF DOCUMENTS

Upon completion or termination of this agreement, all documents prepared by the City will remain the property of the City. All data prepared under this agreement shall be made available to the State without restriction or limitation on their further use.

Article 5. TERMINATION

A. This agreement may be terminated by any of the following conditions:

(1) By mutual written agreement and consent of both parties.

(2) By the State upon determination that use of the State’s right-of-way is not feasible or is not in the best interest of the State and the traveling public.

(3) By either party, upon the failure of the other party to fulfill the obligations as set forth herein.

(4) By satisfactory completion of all services and obligations as set forth herein.

B. The termination of this agreement shall extinguish all rights, duties, obligations and liabilities of the State and City under this agreement. If the potential termination of this agreement is due to the failure of the City to fulfill its contractual obligations as set forth herein, the State will notify the City that possible breach of contract has occurred. The City must remedy the breach as outlined by the State within ten (10) days from receipt of the

State's notification. In the event the City does not remedy the breach to the satisfaction of the State, the City shall be liable to the State for the costs of remedying the breach and any additional costs incurred by the State.

Article 6. DISPUTES
Should disputes arise as to the parties' responsibilities or additional work under this agreement, the State's decision shall be final and binding.

Article 7. RESPONSIBILITIES OF THE PARTIES
The State and the Local Government agree that neither party is an agent, servant, or employee of the other party and each party agrees it is responsible for its individual acts and deeds as well as the acts and deeds of its contractors, employees, representatives, and agents.

Article 8. INSURANCE
A. Prior to beginning any work upon the State's right-of-way, the City and/or its contractors shall furnish to the State a completed "Certificate of Insurance" (TxDOT Form 1560, latest edition) and shall maintain the insurance in full force and effect during the period that the City and/or its contractors are encroaching upon the State right-of-way.
B. In the event the City is a self-insured entity, the City shall provide the State proof of its self-insurance. The City agrees to pay any and all claims and damages that may occur during the period of this closing of the highway in accordance with the terms of this agreement.

Article 9. AMENDMENTS
Any changes in the time frame, character, agreement provisions or obligations of the parties hereto shall be enacted by written amendment executed by both the City and the State.

Article 10. COMPLIANCE WITH LAWS
The City shall comply with all applicable federal, state and local environmental laws, regulations, ordinances and any conditions or restrictions required by the State to protect the natural environment and cultural resources of the State's right-of-way.

Article 11. LEGAL CONSTRUCTION
In case one or more of the provisions contained in this agreement shall for any reason be held invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provisions hereof and this agreement shall be construed as if such invalid, illegal or unenforceable provision had never been contained herein.

Article 12. NOTICES
All notices to either party by the other required under this agreement shall be delivered personally or sent by certified U.S. mail, postage prepaid, addressed to such party at the following respective addresses:

City:	State:
City of Elgin Attn: Amy Miller PO Box 591 310 North Main Street Elgin Texas 78621	Texas Department of Transportation _____ _____ _____

All notices shall be deemed given on the date so delivered or so deposited in the mail, unless otherwise provided herein. Either party hereto may change the above address by sending written notice of such change to the other in the manner provided herein.

Article 13. SOLE AGREEMENT
This agreement constitutes the sole and only agreement between the parties hereto and supersedes any prior understandings or written or oral agreements respecting the within subject matter.

IN TESTIMONY WHEREOF, the parties hereto have caused these presents to be executed in duplicate counterparts.

THE CITY OF ELGIN

Executed on behalf of the City by:

By_____ Date_____
City Official

Typed or Printed Name and Title Theresa McShan

Mayor

THE STATE OF TEXAS
Executed for the Executive Director and approved for the Texas Transportation Commission for the purpose and effect of activating and/or carrying out the orders, established policies or work programs heretofore approved and authorized by the Texas Transportation Commission.

By_____ Date_____
District Engineer

Exhibit A

Hogeye Festival Fact Sheet

What is the Hogeye Festival?
The annual Hogeye Festival of Elgin, Texas is a street festival held on the 4th Saturday of October. Hogeye celebrates community, family, famous Elgin Hot Guts Sausage, and all things swine! Join us as we sing along to "STOP in the Name of Pork!" while the Harleys roll in with The Sowpremes. Play Cow Patty Bingo and win fabulous prizes based on where a cow does her or his business (splatter matters in this game!). Sample the winners at the BBQ Pork contest, take a ride at the carnival, dance all day to live music. Enjoy handmade arts and crafts. Help your kids with art projects or let them ride a real pony and feed a pig. Stroll through the Road Hog Car Show. Test your aim at the ACME Brick throwing contest before you take a rest on a hay bale. The Hogeye Festival is a family community event. Hogeye provides great exposure for your high-quality image to families, retirees, tweens, and twenty somethings! This is a free festival which is produced by the Elgin Main Street Board, organized by local hogunteers (volunteers) and underwritten by generous business sponsors. Join us for “the Best Little Pig Gig” in Elgin Texas!

Who is the Elgin Main Street Board?
Elgin is a Texas Main Street City focused on implementing a downtown revitalization program with its roots in economic development in the context of historic preservation. Elgin, Texas, population just over 10,000, is located in
Bastrop and Travis counties. It is an economically and ethnically diverse community that includes an overall area of 48,000 in population. The Elgin Main Street Board is responsible for a downtown beautification program providing planters, benches, trash cans, and streetlight pole banners. The Board has a business assistance program which includes marketing assistance, paint assistance, networking opportunities, training, and advertising. It implements a variety of promotional events throughout the year both independently and in partnership with local organizations, supports community arts initiatives, and organizes over 100 volunteers and thousands of volunteer hours. The Elgin Main Street Board is appointed by the City Council, all members serve as volunteers and this grass roots program is driven by community volunteer vision.

How does the Hogeye Festival support the Elgin Main Street Board?
Through the years, monies raised at the Hogeye Festival have provided funds to support Downtown property and business owners. The Board has led the improvements to the sidewalks and ramps throughout the District. Live planters have been installed at the corners. Benches and trash receptacles are provided in common areas. LED lights have been installed on top of buildings to light up downtown, and way finding signs direct the public from Hwy. 290 and Hwy 95 to downtown. In partnership with the Elgin Chamber of Commerce and the Elgin Economic Development Corporation, the Main Street Program sponsors the award-winning Downtown 78621 magazine. The Board provides marketing, paint, and dumpster assistance programs. Training opportunities for business owners are supported and made available through the Main Street Board. Promotional events are hosted throughout the year including Sip Shop and Stroll on 2nd Thursdays, First Saturday Sidewalk Sales, Local Lore, Music in the Park, Small Business Saturday, Holiday by the Tracks and Hot Cocoa Stroll, Elgin Art Studio Tour, Holiday events, Safe Trick or Treat, National Preservation month activities, and The Art of Giving.

Follow us on Facebook, Twitter, or join us at www.hogeyefestival.com.

Exhibit B

36th Annual Hogeye Festival Map

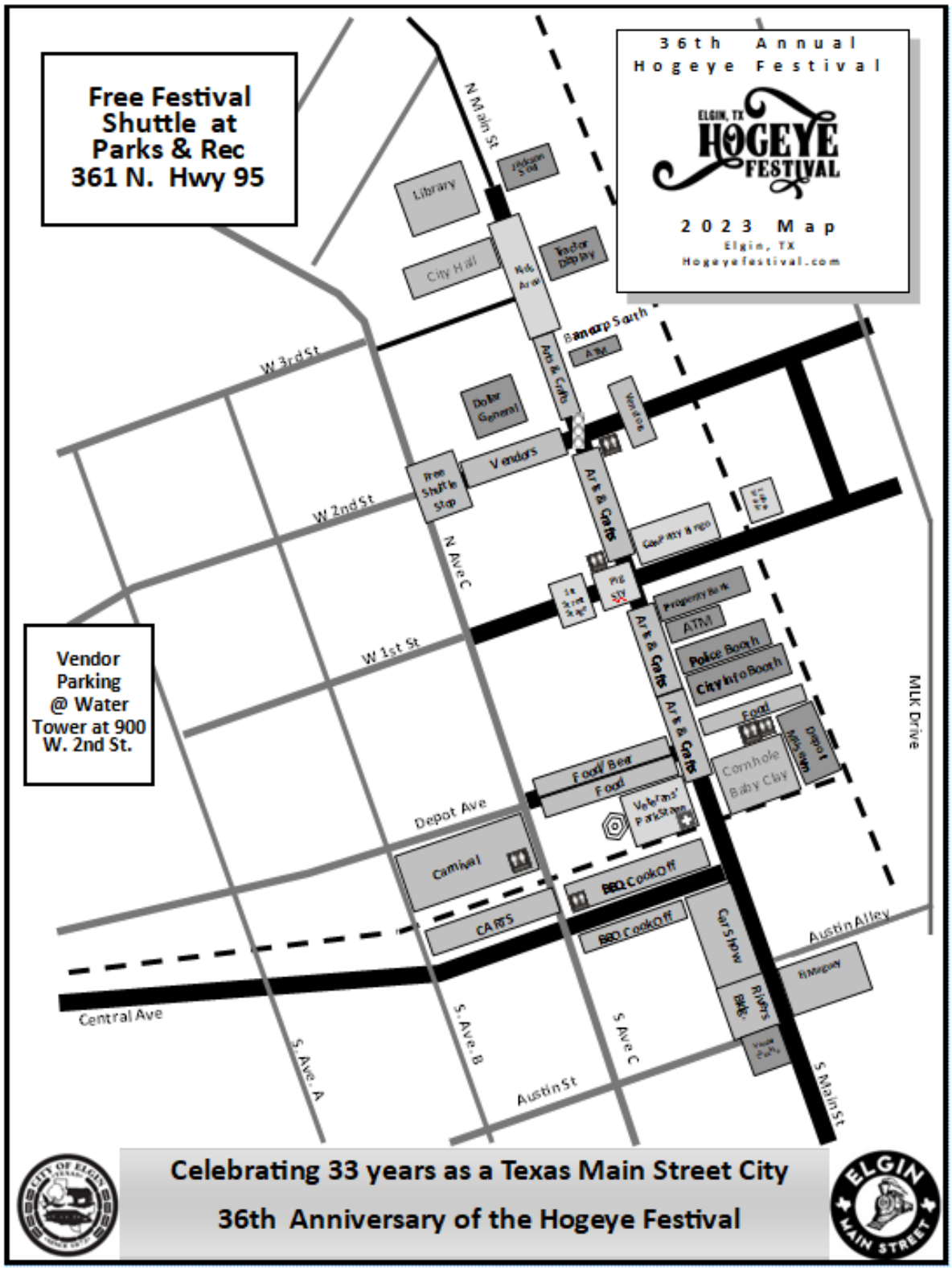
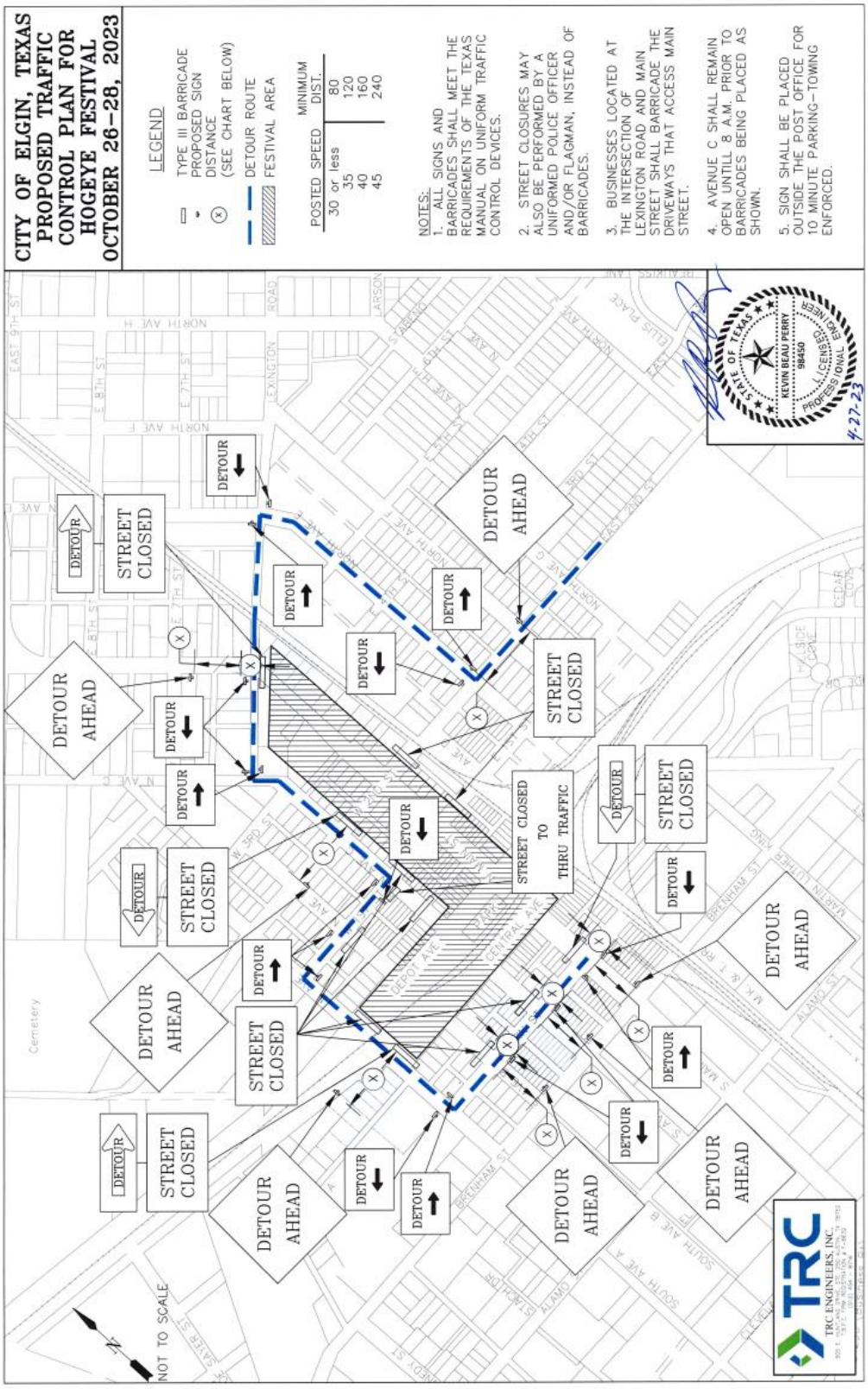


Exhibit C

Traffic Control Map



May 31, 2023

Theresa McShan, Mayor
City of Elgin
PO Box 591
Elgin, Texas 78621

Dear Mayor McShan:

The 36th Annual Hogeye Festival is scheduled for Saturday, October 28th, 2023, on Main Street in Historic Downtown Elgin. The work of the festival committee, volunteers, business sponsors, and community groups make this a unique and very successful event with over 100 volunteers the day of the festival. We thank the City of Elgin for all the support provided by city departments to make the Hogeye Festival possible.

Hogeye is a community celebration to raise funds for Elgin Main Street Program grant programs and your support of the Hogeye Festival directly contributes to the development, promotion, and revitalization of the downtown business district and our town.

The Elgin Main Street Board and the Hogeye Festival Committee request:

- Request to waive the open container ordinance for the 36th Annual Hogeye Festival sponsored by the Eglin Main Street Board and the City of Elgin on Saturday, October 28th from 10 am to 7 pm in the festival area: Loop 109 (Main Street) from Austin Street to Lexington, Central Avenue, Depot Street, 1st Street, 2nd Street, and e3rd Street from the Union Pacific railroad tracks to Avenue A. On Friday October 27th for the Street Dance and Gordon Swenson Memorial BBQ Park Cook off from 5 pm to 11:59 pm on Central Avenue and Depot Street from Main Stret to Avenue A. On Thursday, October 26th from 5 pm to 10 pm for the Hogeye Stroll with the Hogalicious Dessert Contest and the Pearls Before Swine Art Show downtown from Lexington Road to Brenham on Main and Avenue C.

- Request to approve street closures for the 36th Annual Hogeye Festival on Saturday, October 28, 2023, from 4 am to 8 pm as illustrated in the attached traffic control plan.

Thank you for working with us to make this event possible. We appreciate the City's support relating to logistics, planning, and implementation of the festival.
Sincerely,

Stacey Wilhite
President

Elgin Police Department

Office of the Chief of Police

202 Depot Street, Elgin, Texas 78621

May 31, 2023

Texas Dept. of Transportation
Austin District
125 E. 11th Street
Austin, TX 78701

Re: Temporary Road Closure – Hogeye Festival, Elgin, TX October 28, 2023

The Elgin Police Department will be participating in the 36th Annual Elgin Hogeye Festival to include the following: Managing traffic and public safety in-and-around the proposed Loop 109 road closure from 4 am – 8 pm on October 2. 2023, as well as managing and directing any necessary detours.

Sincerely,

Chris Noble, Chief of Police
Elgin Police Department
(512) 285-6811

Cc: Amy Miller
Director of Community Services
City of Elgin

Elgin City Council Meeting
Agenda Item Executive Summary

ITEM: A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE CITY MANAGER TO APPROVE PROFESSIONAL SERVICES FEES WITH FGM ARCHITECTS INC. RELATED TO THE ELGIN POLICE DEPARTMENT STATION PROJECT; AND MAKING CERTAIN FINDINGS RELATED THERETO.

DEPARTMENT: City Manager/EPD

PROPOSED ACTION: Approval of a Resolution authorizing the City Manager to remit payment for professional services fees in the amount of $10,127.00 from April 1, 2023, to April 28, 2023 as associated with the City of Elgin Police Station Project.

BACKGROUND:

Last year, the City Council approved the issuance the 2021A Certificates of Obligation (CO) in the total amount of approximately $12.5M to provide funding for a wide range of capital improvement projects, including funding to construct a new City of Elgin Police Department (EPD) Station.

Previously, the City Council, upon recommendation of the EPD Station Building Committee, authorized utilization of the "Construction Manager at Risk" ("CMAR") delivery process for the project and the engagement of FGM Architects Inc. to provide engineering and design services as part of the CMAR team.

These fees are for Programming/Schematic Design and for traveling fees as a part of the contract previously approved by the City Council.

BUDGET/FINANCIAL IMPACT:

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

RECOMMENDATION:

Adopt and approve a Resolution authorizing the City Manager to remit payment for professional services fees associated with the City of Elgin Police Station Project.

ATTACHMENTS: (1) Resolution (2) Invoice

{ } 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.

RESOLUTION NO. _____

A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE CITY MANAGER TO APPROVE PROFESSIONAL SERVICES FEES WITH FGM ARCHITECTS INC. RELATED TO THE ELGIN POLICE DEPARTMENT STATION PROJECT; AND MAKING CERTAIN FINDINGS RELATED THERETO.

WHEREAS, the Elgin City Council approved the issuance the 2021A Certificates of Obligation to provide funding for a wide range of capital improvement projects, including a new City of Elgin Police Department (EPD) Station ("Project"); and,

WHEREAS, the City Council, upon recommendation of the EPD Station Building Committee, has previously authorized utilization of the "Construction Manager at Risk" ("CMAR") delivery process for the Project and the engagement of FGM Architects Inc. to provide engineering and design services as part of the CMAR team, and;

WHEREAS, FGM Architects Inc. have submitted an invoice to the city for professional services charges related to the Elgin Police Department Station Project.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ELGIN, BASTROP AND TRAVIS COUNTY, TEXAS THAT:

Section 1. Findings. The following recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes as findings of fact.

Section 2. Authorization. The City Manager is hereby authorized to execute a dollar amount of $10,127.00 from April 1, 2023, to April 28, 2023, for professional services fees associated with the City of Elgin Police Department Station Project**.**

Section 3. 2021A Certificates of Obligation Funding. The City Council does also hereby expressly approve the utilization of proceeds from the 2021A Certificates of Obligation debt issuance in support of the project that is the subject matter of this Resolution; and does further acknowledge that an amendment to the *FY22-23 City of Elgin Annual Operating Budget* may be required at a future date to formally appropriate funds for this item.

Section 4. 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 5. This Resolution shall take effect immediately upon passage.

PASSED AND ADOPTED this 6th day of June 2023

_____
THERESA Y. MCSHAN, Mayor
City of Elgin, Texas

ATTEST:

_____
JENNIFER STUBBS, City Secretary

FGMARCHITECTS

Elgin TX, City of
P.O. Box 591
Elgin, TX 78621

May 12, 2023
Invoice No: 22-3415.01 - 12

Project 22-3415.01 Elgin TX New Police Station

Professional Services from April 1, 2023 to April 28, 2023

Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Initial Conceptual Design	35,430.00	100.00	35,430.00	35,430.00	0.00
Programming/Schematic Design	40,522.00	100.00	40,522.00	40,522.00	0.00
Design Development	101,270.00	100.00	101,270.00	101,270.00	0.00
Construction Documents	202,540.00	100.00	202,540.00	202,540.00	0.00
Bidding	25,318.00	100.00	25,318.00	25,318.00	0.00
Construction Administration	101,270.00	10.00	10,127.00	0.00	10,127.00
Total Fee	506,350.00		415,207.00	405,080.00	10,127.00

Total Fee **10,127.00**

TOTAL CURRENT INVOICE **$10,127.00**

Outstanding Invoices

Number	Date	Balance
11	4/17/2023	3,223.43
Total		**3,223.43**

Total Now Due **$13,350.43**

Billings to Date

	Current	Prior	Total	Received	A/R Balance
Basic Services	10,127.00	405,080.00	415,207.00		
Consultant	0.00	654.50	654.50		
Expense	0.00	1,761.73	1,761.73		
Totals	**10,127.00**	**407,496.23**	**417,623.23**	**404,272.80**	**13,350.43**

Please remit to:

FGM Architects Inc.
1211 West 22nd Street, Suite 700
Oak Brook IL 60523-2109

630.574.8300

Elgin City Council Meeting
Agenda Item Executive Summary

ITEM: A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE REALLOCATION AND RETITLING OF POSITIONS WITHIN THE DEPARTMENTS OF FINANCE, DEVELOPMENT SERVICES, PUBLIC SAFETY AND THE WASTEWATER PLANT WHICH INCLUDES ACCOUNTING CLERK TO ACCOUNTANT; BUILDING INSPECTOR TO CITY PLANNER; PATROL OFFICER TO DETECTIVE; AND LAB TECHNICIAN TO PLANT OPERATOR.

DEPARTMENT: Human Resources

PROPOSED ACTION: Approval of a Resolution authorizing the reallocation of positions and job titles to include Accounting Clerk to Accountant; Building Inspector to City Planner; Patrol Officer to Corporal/Detective; and Plant Lab Technician to Plant Operator.

BACKGROUND: The City of Elgin is reevaluating the needs within the departments to ensure that authorized positions are classified and titled appropriately and will more closely align with the assigned job duties for specified roles. This change will not alter the number of FTEs previously authorized for the current Fiscal Year. Allocation of funding will be done through current salary savings from vacant positions.

BUDGET/FINANCIAL IMPACT:

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

RECOMMENDATION:

ATTACHMENTS: (1) Resolution (2) FY 2022-23 Appendix C - Amended

{ } 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.

RESOLUTION NO. _____

A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE REALLOCATION AND RETITLING OF POSITIONS WITHIN THE DEPARTMENTS OF FINANCE, DEVELOPMENT SERVICES, PUBLIC SAFETY AND THE WASTEWATER PLANT WHICH INCLUDES ACCOUNTING CLERK TO ACCOUNTANT; BUILDING INSPECTOR TO CITY PLANNER; PATROL OFFICER TO DETECTIVE; AND LAB TECHNICIAN TO PLANT OPERATOR.

WHEREAS, the Elgin City Council approves the reallocation and retitling of certain positions assigned under the Finance Department, Development Services Department, Public Safety Department, and the Wastewater Plant; and

WHEREAS, the operations within the departments and divisions will be allocated to ensure continuous operations and more closely align with the assigned job duties for specified roles; and

WHEREAS, the impact of this conversion has been shown to be cost neutral to the City.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ELGIN, BASTROP AND TRAVIS COUNTY, TEXAS THAT:

Section 1. Findings. The following recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes as findings of fact.

Section 2. Authorization. The City Manager is hereby authorized to reallocate and retitled the positions as presented and such changes shall be reflected in the authorized position listing for the current fiscal year with available funding allocated as necessary from the General Funds.

Section 3. 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 4. This Resolution shall take effect immediately upon passage.

PASSED AND ADOPTED this 6th day of June 2023.

_____
THERESA Y. MCSHAN, Mayor
City of Elgin, Texas

ATTEST:

_____
JENNIFER STUBBS, City Secretary

APPENDIX C

Full Time

Equivalent Authorized Positions by Funding Source

GENERAL FUND

Executive

112 - City Manager	Number of Employees			Full Time Equivalent Positions		
Authorized Classifications	2020-21 Amended	2021-22 Amended	2022-23 Adopted	2020-21 Amended	2021-22 Amended	2022-23 Adopted
City Manager	1	1	1	1.00	1.00	1.00
City Secretary	1	1	1	1.00	1.00	1.00
Records Clerk	0	0	1	0.00	0.00	1.00
Total	**2**	**2**	**3**	**2.00**	**2.00**	**3.00**

FY 2022-23 proposes the addition of a Records Clerk position to assist with open records requests and records management.

113 - Human Resources	Number of Employees			Full Time Equivalent Positions		
Authorized Classifications	2020-21 Amended	2021-22 Amended	2022-23 Adopted	2020-21 Amended	2021-22 Amended	2022-23 Adopted
HR Director	1	1	1	1.00	1.00	1.00
HR Specialist/Generalist	0	1	1	0.00	1.00	1.00
HR Assistant	1	1	1	1.00	1.00	1.00
Total	**2**	**3**	**3**	**2.00**	**3.00**	**3.00**

Financial Services

114 - Finance and Accounting	Number of Employees			Full Time Equivalent Positions		
Authorized Classifications	2020-21 Amended	2021-22 Amended	2022-23 Amended	2020-21 Amended	2021-22 Amended	2022-23 Amended
Director of Finance	1	1	1	1.00	1.00	1.00
Accountant	0	0	1	0.00	0.00	1.00
Budget and Grants Analyst	0	1	1	0.00	1.00	1.00
Accounting Clerk	1	2	2	1.00	2.00	2.00
Total	**2**	**4**	**5**	**2.00**	**4.00**	**5.00**

The City has reevaluated the needs in this department to ensure we have ample support in the needed areas. This process includes reclassifying a current Accounting Clerk to an Accountant role.

118 - Municipal Court	Number of Employees			Full Time Equivalent Positions		
Authorized Classifications	2020-21 Amended	2021-22 Amended	2022-23 Adopted	2020-21 Amended	2021-22 Amended	2022-23 Adopted
Supervisory Court Clerk	1	1	1	1.00	1.00	1.00
Deputy Court Clerk	2	2	2	2.00	2.00	2.00
Total	**3**	**3**	**3**	**3.00**	**3.00**	**3.00**

Development Services

121 - Planning and Zoning	Number of Employees			Full Time Equivalent Positions		
Authorized Classifications	**2020-21 Amended**	**2021-22 Amended**	**2022-23 Proposed**	**2020-21 Amended**	**2021-22 Amended**	**2022-23 Proposed**
Director - Development Services	1	1	1	1.00	1.00	1.00
City Planner	0	0	0	0.00	0.00	1.00
Planning Technician	1	1	1	1.00	1.00	1.00
Total	**2**	**2**	**2**	**2.00**	**2.00**	**3.00**

The City has reevaluated the needs in this department to ensure we have ample support in the needed areas. This process includes reallocating funding from (1) Building Inspector position and creating the role of City Planner.

122 - Building & Inspections	Number of Employees			Full Time Equivalent Positions		
Authorized Classifications	**2020-21 Amended**	**2021-22 Amended**	**2022-23 Amended**	**2020-21 Amended**	**2021-22 Amended**	**2022-23 Amended**
Building Official	1	1	1	1.00	1.00	1.00
Building Inspector	0	2	2	0.00	2.00	1.00
Permit Clerk/Technician	1	2	2	1.00	2.00	2.00
Total	**2**	**5**	**5**	**2.00**	**5.00**	**4.00**

125 - Code Enforcement	Number of Employees			Full Time Equivalent Positions		
Authorized Classifications *(position titles determined by TDLR)*	**2020-21 Amended**	**2021-22 Amended**	**2022-23 Proposed**	**2020-21 Amended**	**2021-22 Amended**	**2022-23 Proposed**
Sr. Code Enforcement Officer	1	1	1	1.00	1.00	1.00
Code Enforcement Officer/Official	1	1	1	1.00	1.00	1.00
Total	**2**	**2**	**2**	**2.00**	**2.00**	**2.00**

Community Services

131 - CS Administration	Number of Employees			Full Time Equivalent Positions		
Authorized Classifications	**2020-21 Amended**	**2021-22 Amended**	**2022-23 Proposed**	**2020-21 Amended**	**2021-22 Amended**	**2022-23 Proposed**
Director - Community Services	1	1	**1**	1.00	1.00	1.00
Mainstreet Manager	0	1	**1**	0.00	1.00	1.00
Media Specialist (PIO)	0	1	**1**	0.00	1.00	1.00
Administrative Assistant	1	1	**1**	1.00	1.00	1.00
Total	**2**	**4**	**4**	**2.00**	**4.00**	**4.00**

132 - Library	Number of Employees			Full Time Equivalent Positions		
Authorized Classifications	**2020-21 Amended**	**2021-22 Amended**	**2022-23 Amended**	**2020-21 Amended**	**2021-22 Amended**	**2022-23 Amended**
Librarian/Library Director	1	1	1	1.00	1.00	1.00
Assistant Library Director	1	1	1	1.00	1.00	1.00
Youth Services Specialist	1	1	1	1.00	1.00	1.00
Youth Services Assistant (New)	0	0	1	0.00	0.00	1.00
Circulation Clerk - Full Time	1	1	2	1.00	1.00	2.00
Circulation Clerk - Part Time	2	2	2	1.00	1.00	1.00
Technical Svs.Clerk - Part Time (New)	0	0	1	0.00	0.00	0.50
Total	**6**	**6**	**9**	**5.00**	**5.00**	**7.50**

FY 2022-23 proposes adding 3 part time positions and 1 full time assistant to help with children's programming. These changes would result in adding 4 additional staff members to the team, for a total of 5 full time positions and 5 part time positions. Ammended to reclass 2 part time positions to 1 full time position.

135 - Recreation Programs	Number of Employees			Full Time Equivalent Positions		
Authorized Classifications	**2020-21 Amended**	**2021-22 Amended**	**2022-23 Amended**	**2020-21 Amended**	**2021-22 Amended**	**2022-23 Amended**
Recreation Program Managrer	1	1	1	1.00	1.00	1.00
Recreation Center Coordinator (New)	0	0	1	0.00	0.00	1.00
Program Assistant - Full Time	1	1	1	1.00	1.00	1.00
Front Desk Rec Staff - Full Time (New)	0	0	3	0.00	0.00	3.00
Program Assistant - Part Time	0	2	2	0.00	1.00	1.00
Front Desk Rec Staff - Part Time	12	10	8	6.00	5.00	4.00
Total	**14**	**14**	**16**	**8.00**	**8.00**	**11.00**

The recreation center proposes adding additional staff to allow for additional programming and extended operating hours to better accomodate commuters, teens and young adults. Ammended to reclass 2 part time positions to 1 full time position.

136 - Swimming Pool	Number of Employees			Full Time Equivalent Positions		
Authorized Classifications *(Seasonal Staff)*	**2020-21 Amended**	**2021-22 Amended**	**2022-23 Proposed**	**2020-21 Amended**	**2021-22 Amended**	**2022-23 Proposed**
Pool Supervisor	0	0	1	0.00	0.00	0.50
Lifeguards	11	20	20	5.50	10.00	10.00
Pool Staff	1	4	3	0.50	2.00	1.50
Total	**15**	**24**	**24**	**6.00**	**12.00**	**12.00**

Public Safety

211 - Police Administration	Number of Employees			Full Time Equivalent Positions		
Authorized Classifications	**2020-21 Amended**	**2021-22 Amended**	**2022-23 Proposed**	**2020-21 Amended**	**2021-22 Amended**	**2022-23 Proposed**
Chief of Police	1	1	1	1.00	1.00	1.00
Commander	2	2	2	2.00	2.00	2.00
Administrative Assistant	2	3	3	2.00	3.00	3.00
Animal Control Officer	1	1	2	1.00	1.00	2.00
Total	**6**	**7**	**8**	**6.00**	**7.00**	**8.00**

An additional Animal Control Officer (ACO) is being requested due to an increased demand for ACO services in the new subdivisions. With the additional position, ACOs will work different hours in an effort to maximize coverage in Elgin.

212 - Patrol	Number of Employees			Full Time Equivalent Positions		
Authorized Classifications	**2020-21 Amended**	**2021-22 Amended**	**2022-23 Proposed**	**2020-21 Amended**	**2021-22 Amended**	**2022-23 Proposed**
Sergeant	4	5	5	4.00	5.00	5.00
Corporal	0	4	4	0.00	4.00	4.00
Officer	14	10	13	14.00	10.00	13.00
Cadet Officer	0	4	4	0.00	4.00	4.00
Total	**18**	**23**	**26**	**18.00**	**23.00**	**26.00**

214 - Criminal Investigations	Number of Employees			Full Time Equivalent Positions		
Authorized Classifications	**2020-21 Amended**	**2021-22 Amended**	**2022-23 Proposed**	**2020-21 Amended**	**2021-22 Amended**	**2022-23 Proposed**
Sergeant	1	1	1	1.00	1.00	1.00
Corporal/Detective	4	5	6	4.00	5.00	6.00
Total	**5**	**6**	**7**	**5.00**	**6.00**	**7.00**

The City has reevaluated the needs in this department to ensure we have ample support in the needed areas. This process includes reallocating funding from (1) Patrol Officer to an additional Detective position.

Public Works

311 - Administration	Number of Employees			Full Time Equivalent Positions		
Authorized Classifications	**2020-21 Amended**	**2021-22 Amended**	**2022-23 Proposed**	**2020-21 Amended**	**2021-22 Amended**	**2022-23 Proposed**
Director - Public Works	1	1	1	1.00	1.00	1.00
Construction Manager	0	0	1	0.00	0.00	1.00
Administrative Assistant	1	1	1	1.00	1.00	1.00
Total	**2**	**2**	**3**	**2.00**	**2.00**	**3.00**

FY 2022-23 proposes organizational changes within the Public Works Department. These changes are described below each division.

314 - Streets	Number of Employees			Full Time Equivalent Positions		
Authorized Classifications	**2020-21 Amended**	**2021-22 Amended**	**2022-23 Proposed**	**2020-21 Amended**	**2021-22 Amended**	**2022-23 Proposed**
Superintendent	1	1	0	1.00	1.00	0.00
Foreman	1	1	1	1.00	1.00	1.00
Equipment Operator	3	3	3	3.00	3.00	3.00
Laborer	4	4	1	4.00	4.00	1.00
Total	**9**	**9**	**5**	**9.00**	**9.00**	**5.00**

FY 2022-23 proposes a reclass of the Streets Superintendent to a Construction Manager and transferring ROW mowers to the Grounds Maintenance Division. The Streets Division will maintain 1 laborer for to assist in street maintenance and clean up.

317 - Grounds Maintenance	Number of Employees			Full Time Equivalent Positions		
Authorized Classifications	**2020-21 Amended**	**2021-22 Amended**	**2022-23 Proposed**	**2020-21 Amended**	**2021-22 Amended**	**2022-23 Proposed**
Superintendent	1	1	1	1.00	1.00	1.00
Laborer	4	6	10	4.00	6.00	10.00
Total	**5**	**7**	**11**	**5.00**	**7.00**	**11.00**

The increase of 4 laborers is a result of transferring the ROW mowers.

UTILITY FUND

Public Works

712 - Water Treatment Plant	Number of Employees			Full Time Equivalent Positions		
Authorized Classifications	2020-21 Amended	2021-22 Amended	2022-23 Amended	2020-21 Amended	2021-22 Amended	2022-23 Amended
Utility Systems Manager	0	0	1	0.00	0.00	1.00
Total	**0**	**0**	1	**0.00**	**0.00**	**1.00**

Amended to add new postion of Utility Systems Manager

712 - Water Treatment Plant	Number of Employees			Full Time Equivalent Positions		
Authorized Classifications	2020-21 Amended	2021-22 Amended	2022-23 Adopted	2020-21 Amended	2021-22 Amended	2022-23 Adopted
Chief Plant Operator	1	1	1	1.00	1.00	1.00
Plant Operator I/II	2	2	3	2.00	2.00	3.00
Total	**3**	**3**	4	**3.00**	**3.00**	**4.00**

FY 2022-23 proposes adding a plant operator to ensure a sucession plan is in place with properly trained personnel.

722 - Wastewater Plant	Number of Employees			Full Time Equivalent Positions		
Authorized Classifications	2020-21 Amended	2021-22 Amended	2022-23 Amended	2020-21 Amended	2021-22 Amended	2022-23 Amended
Chief Plant Operator	1	1	1	1.00	1.00	1.00
Plant Operator I/II	2	2	3	2.00	2.00	3.00
Lab Technician (New)	0	0	0	0.00	0.00	0.00
Total	**3**	**3**	**4**	**3.00**	**3.00**	**4.00**

The City has reevaluated the needs in this department to ensure we have ample support in the needed areas. This process includes retitling the authorized Lab Technician to a Plant Operator.

730 - Utility Maintenance	Number of Employees			Full Time Equivalent Positions		
Authorized Classifications	2020-21 Amended	2021-22 Amended	2022-23 Proposed	2020-21 Amended	2021-22 Amended	2022-23 Proposed
Foreman	1	1	**1**	1.00	1.00	**1.00**
Equipment Operator	2	2	**2**	2.00	2.00	**2.00**
Laborer	3	5	**5**	3.00	5.00	**5.00**
Total	**6**	**8**	**8**	**6**	**8**	**8.00**

Financial Services

702 - Utility Billing	Number of Employees			Full Time Equivalent Positions		
Authorized Classifications	2020-21 Amended	2021-22 Amended	2022-23 Proposed	2020-21 Amended	2021-22 Amended	2022-23 Proposed
Customer Service Manager	1	1	1	1.00	1.00	1.00
UB Clerk I/II	2	3	3	2.00	3.00	3.00
Meter Services Supervisor	1	1	1	1.00	1.00	1.00
Meter Reader	1	2	2	1.00	2.00	2.00
Total	**5**	**7**	**7**	**5.00**	**7.00**	**7.00**

INTERNAL SERVICES FUND

This page is organized by line of supervison

Executive

771 - Information Technology	Number of Employees			Full Time Equivalent Positions		
Authorized Classifications	**2020-21 Amended**	**2021-22 Amended**	**2022-23 Proposed**	**2020-21 Amended**	**2021-22 Amended**	**2022-23 Proposed**
IT Administrator	0	1	1	0.00	1.00	1.00
Total	**0**	**1**	**1**	**0.00**	**1.00**	**1.00**

FY 2020-21 added this position based on needs and with the anticipation of reducing the overall costs to the City. There was a delay in the hiring of this position based on office space available.

Public Works/Internal Services Division

770 - Administration	Number of Employees			Full Time Equivalent Positions		
Authorized Classifications	**2020-21 Amended**	**2021-22 Amended**	**2022-23 Proposed**	**2020-21 Amended**	**2021-22 Amended**	**2022-23 Proposed**
Superintendent	0	1	1	0.00	1.00	1.00
Administrative Assistant	0	1	1	0.00	1.00	1.00
Total	**0**	**2**	**2**	**0.00**	**2.00**	**2.00**

773/777 - Building/Equip Maintenance	Number of Employees			Full Time Equivalent Positions		
Authorized Classifications	**2020-21 Amended**	**2021-22 Amended**	**2022-23 Proposed**	**2020-21 Amended**	**2021-22 Amended**	**2022-23 Proposed**
Maintenance Technician	**1**	**1**	**2**	**1.00**	**1.00**	**2.00**
Custodian	2	3	3	2.00	3.00	3.00
Total	**3**	**4**	**5**	**3.00**	**4.00**	**5.00**

FY 2022-23 proposes adding an equipment maintenance tech to move preventive maintenance in house and work towards reducing costs and delays due to service backlogs.

EDC FUND

Economic Development Corp

910 - EDC	Number of Employees			Full Time Equivalent Positions		
Authorized Classifications	**2020-21 Amended**	**2021-22 Amended**	**2022-23 Proposed**	**2020-21 Amended**	**2021-22 Amended**	**2022-23 Proposed**
Executive Director	1	1	1	1.00	1.00	1.00
Project Manager	1	1	1	1.00	1.00	1.00
Total	**2**	**2**	**2**	**2.00**	**2.00**	**2.00**

Authorized Position Summary

Positions by fund	**2020-21**	**2021-22**	**2022-23**
GENERAL FUND	101.00	124.00	136.00
UTILITY FUND	17.00	21.00	24.00
INTERNAL SERVICES FUND	4.00	6.00	8.00
EDC FUND	2.00	2.00	2.00
TOTAL	124.00	153.00	170.00

Positions by Department	**2020-21**	**2021-22**	**2022-23**
City Manager	2	2	3
Human Resources	2	3	3
Information Technology	0	1	1
Finance/Accounting	3	4	**5**
Municipal Court	3	3	3
Utility Billing	5	7	7
Development Services	2	2	**3**
Building & Inspections	5	5	**4**
Code Enforcement	2	2	2
Community Services	4	4	4
Library	6	6	9
Recreation	14	14	16
Swimming Pool	12	24	24
Public Safety	5	6	6
Patrol	18	23	**26**
CID	5	6	**7**
Animal Control	1	1	2
Public Works	2	2	**4**
Grounds Maintenance	5	7	11
Streets Maintenance	10	9	5
Utility Maintenance	6	8	8
Water Treatment Plant	3	3	4
Wastewater Plant	3	3	4
Facilties and Equipment	4	6	7
EDC	2	2	2
	124	153	170
Growth		29	17

Elgin City Council Meeting
Agenda Item Executive Summary

ITEM: A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH RDC PAVING OF ROUND ROCK TEXAS, FOR STREET REPAIRS AND MAKING CERTAIN FINDINGS RELATED THERETO.

DEPARTMENT: City Manager/Public Works/

PROPOSED ACTION: Approval of a Resolution authorizing an agreement with *RDC Paving from Round Rock*, Texas, for various asphalt and street repairs,

BACKGROUND:

Following Winter Storm Mara, work tasks from both the street division and the parks division have been greatly impacted. Additionally staffing for the streets division has not been in full capacity for some time now. In an effort to fully execute utility cut patching staff has involved contractors to assist with installing new asphalt and repairs for a short period of time, until the streets division is fully staffed again. This agreements allows staff to move forward with repairs.

NOTE: In order to proceed with this important project in a timely manner, the City Manager has already authorized this work moving forward in accordance with city code; and the proposed Council action is to retroactively approve the agreement for transparency purposes.

BUDGET/FINANCIAL IMPACT:

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

RECOMMENDATION:

Adopt and approve a Resolution authorizing an agreement with *RDC Paving from Round Rock*, Texas, for various asphalt and street repairs, and direction to staff, if any, regarding same.

ATTACHMENTS: (1) Resolution (2) RDC Proposal.

{ } 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.

RESOLUTION NO. _____

A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH RDC PAVING OF ROUND ROCK TEXAS FOUR STREET REPAIRS AND MAKING CERTAIN FINDINGS RELATED THERETO.

WHEREAS, The City of Elgin has interest in preserving and repairing streets within the City street system; and

WHEREAS, The Public Works Department has been moved to a point of needing assistance with certain street repairs; and

WHEREAS, the staff have sent out request for competitive qualifications and found RDC to be a qualified contractor; and

WHEREAS, staff now recommends authorizing the agreement for street repair services with RDC Paving of Round Rock Texas.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ELGIN, BASTROP AND TRAVIS COUNTY, TEXAS THAT:

Section 1. Findings. The following recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes as findings of fact.

Section 2. Authorization. The City Manager is hereby authorized to execute an agreement with RDC Paving of Round Rock Texas as described in the proposal attached.

Section 4. 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 5. This Resolution shall take effect immediately upon passage.

PASSED AND ADOPTED this 6th day of June, 2023

_____
THERESA Y. MCSHAN, Mayor
City of Elgin, Texas

ATTEST:

_____
JENNIFER STUBBS, City Secretary

RDC Paving

P.O. Box 7511
Round Rock, TX 78683

Prepared By: Matt Teichelmann
matt@rdcpaving.com
737-600-9380

Prepared For:
City of Elgin
Elgin, TX 78621

Attention:
City of Elgin

Project Address:
City of Elgin
Elgin, TX 78621

Matt Teichelmann
Office: 737-600-9380
matt@rdcpaving.com

Dear City of Elgin, thank you for the opportunity to provide you with this proposal. We look forward to answering any questions you may have and working with you on this project.

ASPHALT REPAIR $30,000.00

Saw cut, excavate, and haul off 5,000 sq/ft excavated up to a depth of 2 inches in 25 locations.

- *We will remove the existing asphalt at the above depth.*
- *We will then inspect the existing subgrade and compact to the maximum density.*
- *If the subgrade is deemed unsuitable to pave on we will have to remove the existing subgrade and install new base material. Additional cost will be incurred.*
- *All asphalt will be TXDOT approved and all materials removed will be sent to a certified dump location.*
- *Tack vertical edges of existing pavement.*
- *Install HMAC to grade*
- *Roll to compaction.*

PROPOSAL TOTAL: $30,000.00

RDC Paving proposes to furnish material and labor to perform the work outlined herein for the sum of **$30,000.00**

Client Signature: _____ Today's date: _____

Elgin City Council Meeting
Agenda Item Executive Summary

ITEM: VETERANS MEMORIAL PARK EXPANSION UPDATE AND APROVAL TO BID THE EXPANSION PROJECT.

DEPARTMENT: Public Works/Parks and Recreation

PROPOSED ACTION: Approval of the 90% plans for the Veterans Memorial Park Expansion Project, and determination related to the bidding of Block A and partial sections of Block B, Block C and Block D.

BACKGROUND:

Veterans Memorial Park Expansion project Block A includes the Kompan train play structure and associated play equipment, bonded rubber mulch surfacing, a water play feature, shade structure, trees, landscaping, seating, lighting, stage, outdoor classroom, Wi-Fi, and lawn. In developing the project there are some cost savings that can be achieved for future blocks of the project if portions are undertaken now. In Block B, Block C and Block D the fencing can be installed at the same time as Block A fencing and in Block D the associated utilities and sidewalk surfacing could be installed with Block A achieving savings by installing utilities at one time. Block A cost estimate and the Studio 1619 design services is $1,358,155.00. The currently available and authorized funds is $1,580,000.00 These funds include Certificates of Obligation 2021A, private donations, T Mobile grant, St. Davids Foundation grant and American Rescue Plan Act funds. Block B, C, an D are $325,835.00 if all parts are authorized the total is $1,683,990.00 for a cost difference of $103,990.00

BUDGET/FINANCIAL IMPACT:

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

RECOMMENDATION:

Consider plans and determine if Block, B, Block C and Block D should be included in bidding at this time.

ATTACHMENTS: Site Plan and Estimate

{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.

Veterans Expansion	**Costs**		**Veterans Expansion Funding**	
Studio 16:19 30% Plans Blocks A, B, C, D and Constructions Plans Block A	$ 159,000.00		$ 600,000.00	CO2021 A
Block A	$ 1,199,155.00	$ 1,358,155.00	$ 300,000.00	Private donor
Block B fencing			$ 300,000.00	St David's foundation
Block C fencing			$ 25,000.00	Private donors
Block D fencing and shade seating area	$ 325,835.00		$ 5,000.00	Private donor
			$ 300,000.00	ARPA
			$ 50,000.00	T Mobile
	$ 1,683,990.00		**$ 1,580,000.00**	

$ 103,990.00

Elgin City Council Meeting
Agenda Item Executive Summary

ITEM: A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH WHIRLIX, DESIGN INC. TO CONSTRUCT A PLAYGROUND FOR MORRIS MEMORIAL PARK ON NORTH AVENUE C AND MAKING CERTAIN FINDINGS RELATED THERETO.

DEPARTMENT: Public Works/Parks and Recreation

PROPOSED ACTION: Approval of a Resolution authorizing an agreement with *Whirlix Design Inc.*, in the amount of $211,000.00 for a new playground at Morris Memorial Park.

BACKGROUND:

The playground at Morris Memorial Park was installed in 1995 and is beyond repair. Staff worked with the community to determine the type of playground features and the Parks & Recreation Advisory Board recommended this playground for Morris Memorial Park. The playground replacement is part of the Five Year Capital Improvement Plan and funding from American Rescue Act funds were authorized by City Council in November 2022. Pecan trees will be preserved adjacent to the playground. Staff utilized Buyboard for the playground. This resolution is to authorize staff to move forward with the recommended project.

BUDGET/FINANCIAL IMPACT:

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

RECOMMENDATION:

Adopt and approve a Resolution authorizing an agreement with *Whirlix Design Inc.*, in the amount of $_____ for new playground at Morris Memorial Park on North Avenue C and direction to staff, if any, regarding same.

ATTACHMENTS: (1) Resolution (2) Site Plan

{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.

RESOLUTION NO. _____

A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH WHIRLIX, DESIGN INC. TO CONSTRUCT A PLAYGROUND FOR MORRIS MEMORIAL PARK ON NORTH AVENUE C AND MAKING CERTAIN FINDINGS RELATED THERETO.

WHEREAS, the Elgin City Council and Parks & Recreation Advisory Board have approved an Open Space, Parks, & Recreation Master Plan for the benefit of residents and to improve local parks and;

WHEREAS, the playground at Morris Memorial Park has been in place since 1995 and can no longer be repaired and;

WHEREAS, the Parks & Recreation Advisory Board reviewed and approved the replacement playground, and;

WHEREAS, the staff worked with Whirlix Design Inc. a qualified contractor on Buyboard and;

WHEREAS, staff recommends awarding the project as proposed to Whirlix Design Inc. with the details specified in the attached documents.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ELGIN, BASTROP AND TRAVIS COUNTY, TEXAS THAT:

Section 1. Findings. The following recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes as findings of fact.

Section 2. Authorization. The City Manager is hereby authorized to execute an agreement with Whirlix Design Inc. in the amount of the proposal package attached.

Section 4. 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.

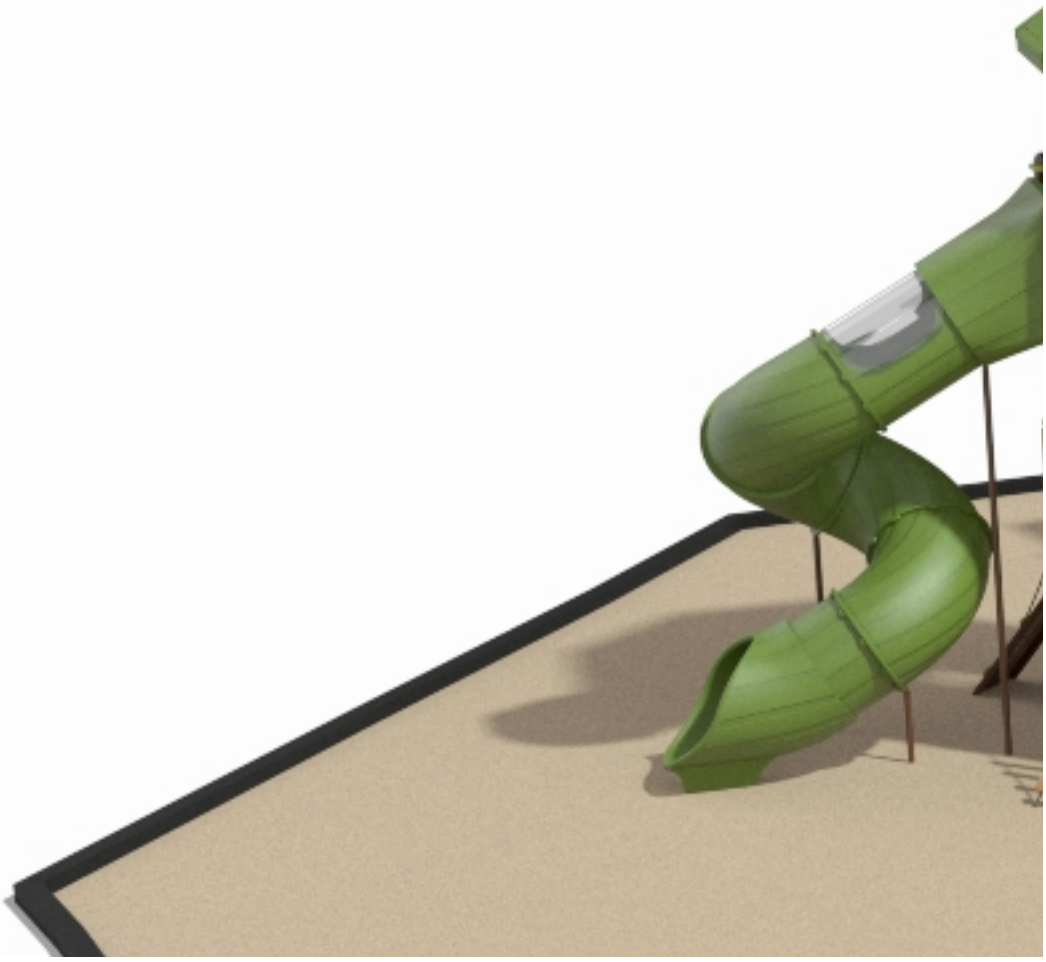
Section 5. This Resolution shall take effect immediately upon passage.

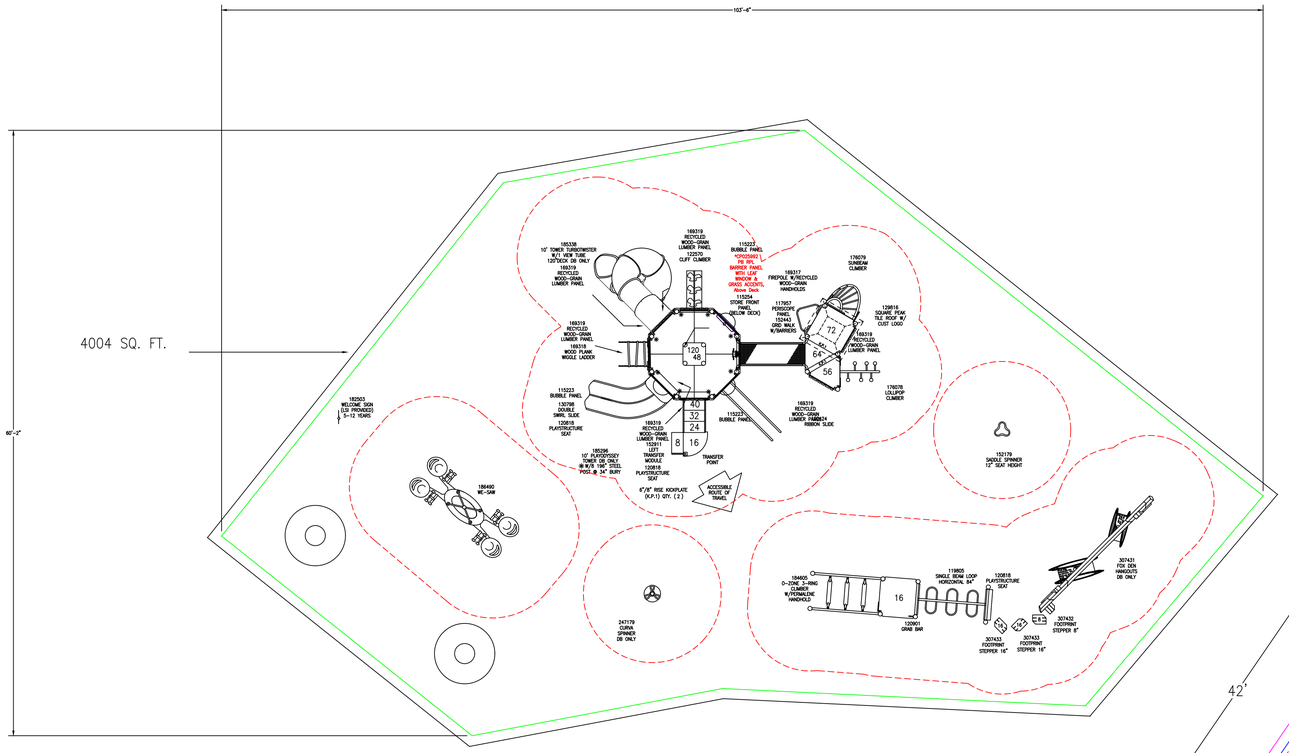
PASSED AND ADOPTED this 6th day of June, 2023

_____
THERESA Y. MCSHAN, Mayor
City of Elgin, Texas

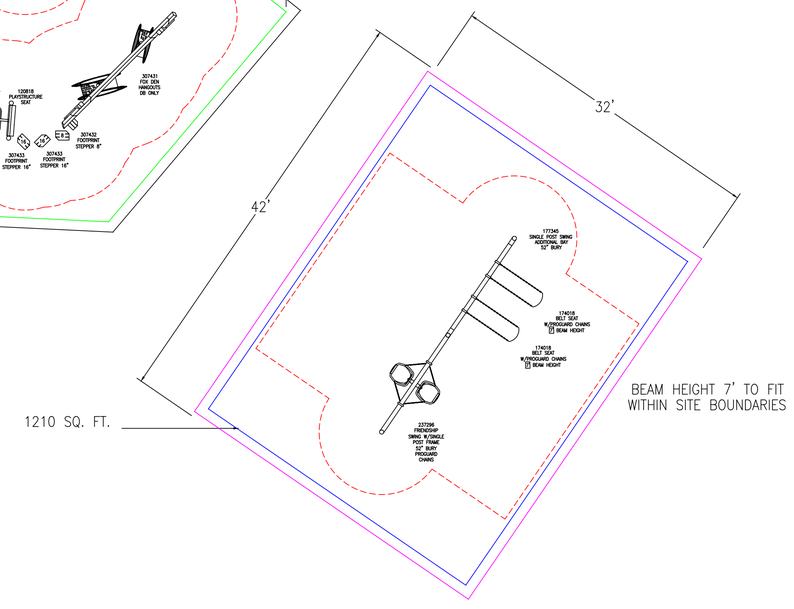
ATTEST:

_____
JENNIFER STUBBS, City Secretary





PlayBooster®and Forma™
(5-12 years)
Max Fall Height: 120 inches



Estimated manufacturing time:
6 weeks from the time of LSI order acceptance, or receipt of SkyWays release of fabrication form if applicable.

TOTAL ELEVATED PLAY COMPONENTS	14		
TOTAL ELEVATED COMPONENTS ACCESSIBLE BY RAMP	0	REQUIRED	0
TOTAL ELEVATED COMPONENTS ACCESSIBLE BY TRANSFER	9	REQUIRED	7
TOTAL ACCESSIBLE GROUND LEVEL COMPONENTS SHOWN	13	REQUIRED	5
TOTAL DIFFERENT TYPES OF GROUND LEVEL COMPONENTS	9	REQUIRED	9

landscape structures

The play components identified on this plan are IPEMA certified. (Unless model number is preceded with *) The use and layout of these components conform to the requirements of ASTM F1487. To verify product certification, visit www.ipema.org

THIS PLAY AREA & PLAY EQUIPMENT IS DESIGNED FOR AGES 5–12 YEARS UNLESS OTHERWISE NOTED ON PLAN.

IT IS THE MANUFACTURERS OPINION THAT THIS PLAY AREA DOES CONFORM TO THE A.D.A. ACCESSIBILITY STANDARDS, ASSUMING AN ACCESSIBLE PROTECTIVE SURFACING IS PROVIDED, AS INDICATED, OR WITHIN THE ENTIRE USE ZONE.

THIS CONCEPTUAL PLAN WAS BASED ON INFORMATION AVAILABLE TO US. PRIOR TO CONSTRUCTION, DETAILED SITE INFORMATION INCLUDING SITE DIMENSIONS, TOPOGRAPHY EXISTING UTILITIES, SOIL CONDITIONS, AND DRAINAGE SOLUTIONS SHOULD BE OBTAINED, EVALUATED, & UTILIZED IN THE FINAL DESIGN. PLEASE VERIFY ALL DIMENSIONS OF PLAY AREA, SIZE, ORIENTATION, AND LOCATION OF ALL EXISTING UTILITIES, EQUIPMENT, AND SITE FURNISHINGS PRIOR TO ORDERING. SLIDES SHOULD NOT FACE THE HOT AFTERNOON SUN.

CHOOSE A PROTECTIVE SURFACING MATERIAL THAT HAS A CRITICAL HEIGHT VALUE TO MEET THE MAXIMUM FALL HEIGHT FOR THE EQUIPMENT (REF. ASTM F1487 STANDARD CONSUMER SAFETY PERFORMANCE SPECIFICATION FOR PLAYGROUND EQUIPMENT FOR PUBLIC USE, SECTION 8 CURRENT REVISION). THE SUBSURFACE MUST BE WELL DRAINED. IF THE SOIL DOES NOT DRAIN NATURALLY IT MUST BE TILED OR SLOPED 1/8" TO 1/4" PER FOOT TO A STORM SEWER OR A "FRENCH DRAIN".

AREA OF ACCESSIBLE/PROTECTIVE SURFACING (POURED-IN-PLACE SUGGESTED) 5105

DESIGNED BY:
MGA

COPYRIGHT: 4/6/2023
LANDSCAPE STRUCTURES, INC.
601 7th STREET SOUTH – P.O. BOX 198
DELANO, MINNESOTA 55328
PH: 1-800-328-0035 FAX: 1-763-972-6091

Date	Previous Drawing #	Initials
4/28/23	1173409-01-02	JHD
3/28/2023	1173409-01-01	MGA

SCALE IN FEET:
0' 5' 10' 20'

Elgin Morris Memorial Park Option #1

Elgin, TX

Whirlix Design

Josh Bailey

SYSTEM TYPE:
PlayBooster/Forma

DRAWING #:
1173409-01-02-JHD

ISO 14001:2015 CERTIFIED

ISO 9001:2015 Certified

Elgin City Council Meeting
Agenda Item Executive Summary

ITEM: A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH FUN ABOUNDS, INC. TO CONSTRUCT SURFACING FOR NEW PLAYGROUND FOR MORRIS MEMORIAL PARK ON NORTH AVENUE C AND MAKING CERTAIN FINDINGS RELATED THERETO.

DEPARTMENT: Public Works/Parks and Recreation

PROPOSED ACTION: Approval of a Resolution authorizing an agreement with *Fun Abounds Inc.*, in the amount of $118,105.00 for a new playground at Morris Memorial Park.

BACKGROUND:

The playground at Morris Memorial Park was installed in 1995 with pea gravel surfacing and is beyond repair. Staff worked with the community to determine the type of playground features and the Parks & Recreation Advisory Board recommended bonded rubber mulch surfacing for the new playground at Morris Memorial Park. The playground replacement and new surfacing are part of the Five Year Capital Improvement Plan and funding from American Rescue Act funds were authorized by City Council in November 2022. Pecan trees will be preserved adjacent to the playground. Staff utilized Buyboard for the surfacing vendor. This resolution is to authorize staff to move forward with the recommended project.

BUDGET/FINANCIAL IMPACT:

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

RECOMMENDATION:

Adopt and approve a Resolution authorizing an agreement with *Whirlix Design Inc.*, in the amount of $118,105.00 for new playground surfacing at Morris Memorial Park on North Avenue C and direction to staff, if any, regarding same.

ATTACHMENTS: (1) Resolution (2) Site Plan (3) estimate

{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.

RESOLUTION NO. _____

A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH FUN ABOUNDS, INC. TO CONSTRUCT SURFACING FOR NEW PLAYGROUND FOR MORRIS MEMORIAL PARK ON NORTH AVENUE C AND MAKING CERTAIN FINDINGS RELATED THERETO.

WHEREAS, the Elgin City Council and Parks & Recreation Advisory Board have approved an Open Space, Parks, & Recreation Master Plan for the benefit of residents and to improve local parks and;

WHEREAS, the surfacing at Morris Memorial Park is pea gravel and is not accessible playground surfacing and;

WHEREAS, the Parks & Recreation Advisory Board reviewed and approved the surfacing with the new playground, and;

WHEREAS, the staff worked with Fun Abounds, Inc.. a qualified contractor on Buyboard and;

WHEREAS, staff recommends awarding the project as proposed to Fun Abounds Inc. with the details specified in the attached documents.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ELGIN, BASTROP AND TRAVIS COUNTY, TEXAS THAT:

Section 1. Findings. The following recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes as findings of fact.

Section 2. Authorization. The City Manager is hereby authorized to execute an agreement with Fun Abounds Inc. in the amount of the proposal package attached.

Section 4. 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 5. This Resolution shall take effect immediately upon passage.

PASSED AND ADOPTED this 6th day of June, 2023

_____
THERESA Y. MCSHAN, Mayor
City of Elgin, Texas

ATTEST:

_____
JENNIFER STUBBS, City Secretary

fun abounds, inc.
114 Venice
Sugar Land, TX. 77478
855-226-8637 phone
281-265-0043 Fax
Leigh Walden, President
lwalden@fabplaygrounds.com
www.fabplaygrounds.com

Estimate

Date	Estimate #
5/12/2023	9711

Mike Giehl, VP of Sales
Austin, San Antonio and surrounding areas
mike@fabplaygrounds.com
512-636-8260

We are pleased to provide this estimate for

City of Elgin
310 N Main St
Elgin, TX 78621

Ship to:

Morris Memorial Park
Playground Surfacing

Rep	Terms	Project
MG	Due on receipt	Morris Memorial...

Item	Description	Qty	Rate	Total
	BuyBoard #: 679-22			
	Playground Surfacing			
Bonded Rubber	Bonded Rubber Mulch Surfacing (Color TBD); Nominal 4" thickness (8' CFH in most areas with 10' CFH in areas around the tallest tower); bondflex; approx 5,214 sq ft - assumes - existing concrete border to remain - excavation of 8" of material from top of concrete border (done by others) ***we must have a solid compacted base to work with prior to installing the 4" of compacted aggregate and 4" of rubber surfacing*** - french drain (done by others)	5,214	20.11047	104,856.00
Compacted Agg...	Compacted Stone Aggregate Base; approx. 4" thick	5,214	3.50	18,249.00
Dumpster	Dumpster Fee	1	1,800.00	1,800.00
	Subtotal of Playground Surfacing			124,905.00
Discount	Discount		-6,800.00	-6,800.00

Thank you for allowing us to submit this proposal.

Subtotal

Sales Tax..

Total

PLEASE NOTE: Order will be placed upon receipt of signed quote or purchase order, color selections, and down payment.
Thank you! We appreciate the opportunity to earn your business!

City of Houston WBE
(Women's Business Enterprise)
Certificate #20-2-11596

Signature

We are proud of a job well done and may spotlight your project on our social media If we do not have your permission to do so, please notify us. Thank you!

fun abounds, inc.
114 Venice
Sugar Land, TX. 77478
855-226-8637 phone
281-265-0043 Fax
Leigh Walden, President
lwalden@fabplaygrounds.com
www.fabplaygrounds.com

Estimate

Date	Estimate #
5/12/2023	9711

Mike Giehl, VP of Sales
Austin, San Antonio and surrounding areas
mike@fabplaygrounds.com
512-636-8260

We are pleased to provide this estimate for

City of Elgin
310 N Main St
Elgin, TX 78621

Ship to:

Morris Memorial Park
Playground Surfacing

Rep	Terms	Project
MG	Due on receipt	Morris Memorial...

Item	Description	Qty	Rate	Total
Note	Pricing is for the above listed equipment only, and does not include additional insured addendum, additional insurance, storage, security, or any applicable taxes, bonds, additional insurance or permits. Orders canceled after 5 days will be subject to a restocking fee and freight charges as applicable. Price valid for 30 days.		0.00	0.00
Force Majeure	No Party to this Agreement shall be responsible for any delays or failure to perform any obligation under this Agreement due to acts of God, outbreaks, epidemic/pandemic or the spreading of disease, contagion, strikes, or other disturbances, including, without limitation, war, insurrection, embargoes, governmental restrictions, acts of governments or governmental authorities, and any other cause beyond the control of such party. During an event of force majeure, the Parties' duty to perform obligations shall be re-assessed.		0.00	0.00

Thank you for allowing us to submit this proposal.

Subtotal

Sales Tax..

Total

PLEASE NOTE: Order will be placed upon receipt of signed quote or purchase order, color selections, and down payment.
Thank you! We appreciate the opportunity to earn your business!

City of Houston WBE
(Women's Business Enterprise)
Certificate #20-2-11596

Signature

We are proud of a job well done and may spotlight your project on our social media If we do not have your permission to do so, please notify us. Thank you!

fun abounds, inc.
114 Venice
Sugar Land, TX. 77478
855-226-8637 phone
281-265-0043 Fax
Leigh Walden, President
lwalden@fabplaygrounds.com
www.fabplaygrounds.com

Estimate

Date	Estimate #
5/12/2023	9711

Mike Giehl, VP of Sales
Austin, San Antonio and surrounding areas
mike@fabplaygrounds.com
512-636-8260

We are pleased to provide this estimate for

City of Elgin
310 N Main St
Elgin, TX 78621

Ship to:

Morris Memorial Park
Playground Surfacing

Rep	Terms	Project
MG	Due on receipt	Morris Memorial...

Item	Description	Qty	Rate	Total
Poured In Place...	Purchaser shall be responsible for security, as needed, to prevent vandalism and/or damage of any type to the surface during the installation process, curing time and after the installation is complete.		0.00	0.00
Nondisclosed u...	We make every effort to ensure that we are working in areas free of utilities. In the event an object is disturbed or damaged and the client has failed to make us aware of their utilities it will be the Client's responsibility. We HIGHLY recommend a private locate service scan the site BEFORE we arrive on site.		0.00	0.00
Schedule	There are times due to weather or unforeseen circumstances that we might have to reschedule. In an effort to provide excellent customer service we will notify you should rescheduling be necessary. We appreciate your understanding as we pride ourselves on providing attention and detail to every project.		0.00	0.00
Site Access	If site access is restricted in any way there could be an additional charge.		0.00	0.00

Thank you for allowing us to submit this proposal.

Subtotal	
Sales Tax..	
Total	

PLEASE NOTE: Order will be placed upon receipt of signed quote or purchase order, color selections, and down payment.
Thank you! We appreciate the opportunity to earn your business!

City of Houston WBE
(Women's Business Enterprise)
Certificate #20-2-11596

Signature

We are proud of a job well done and may spotlight your project on our social media If we do not have your permission to do so, please notify us. Thank you!

fun abounds, inc.
114 Venice
Sugar Land, TX. 77478
855-226-8637 phone
281-265-0043 Fax
Leigh Walden, President
lwalden@fabplaygrounds.com
www.fabplaygrounds.com

Estimate

Date	Estimate #
5/12/2023	9711

Mike Giehl, VP of Sales
Austin, San Antonio and surrounding areas
mike@fabplaygrounds.com
512-636-8260

We are pleased to provide this estimate for

City of Elgin
310 N Main St
Elgin, TX 78621

Ship to:

Morris Memorial Park
Playground Surfacing

Rep	Terms	Project
MG	Due on receipt	Morris Memorial...

Item	Description	Qty	Rate	Total
Site Prep	Site must be within 1% of final grade prior to installation.		0.00	0.00
Credit Cards	Payments made with credit cards will require an additional 3% service fee.		0.00	0.00
Finance Charge	Accounts not paid within 30 days of the date of the invoice are subject to a 1.5% finance charge.		0.00	0.00
HUB Certificate	Certificate/VID Number: 1364766562200 File/Vendor Number: 496631 Approval Date: 25-MAR-2020 Scheduled Expiration Date: 25-MAR-2024		0.00	0.00

Thank you for allowing us to submit this proposal.

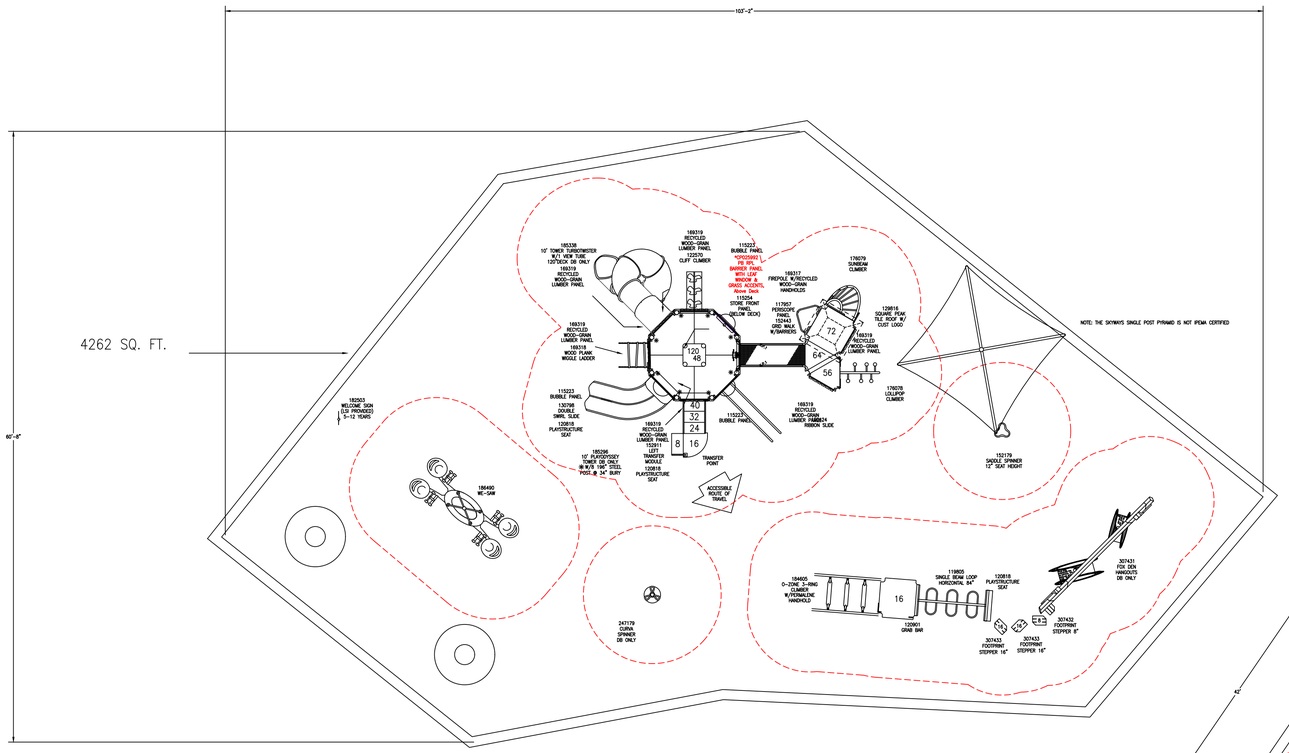
Subtotal	$118,105.00
Sales Tax..	$0.00
Total	$118,105.00

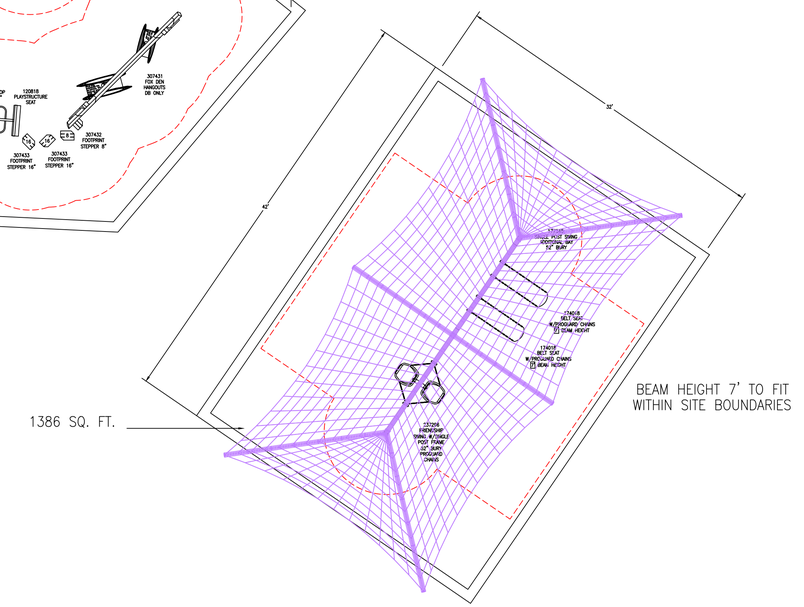
PLEASE NOTE: Order will be placed upon receipt of signed quote or purchase order, color selections, and down payment.
Thank you! We appreciate the opportunity to earn your business!

City of Houston WBE
(Women's Business Enterprise)
Certificate #20-2-11596

Signature _____

We are proud of a job well done and may spotlight your project on our social media If we do not have your permission to do so, please notify us. Thank you!





Estimated manufacturing time:
6 weeks from the time of LSI order acceptance, or receipt of SkyWays release of fabrication form if applicable.

6"X6" HDG ANCHPLATE (SLK1) QTY. (2)

*CP025496 IND SKYWAYS© ELECTRONIC STAMPED ENGINEERED DRAWINGS

*CP001343 IND FREIGHT® SWING W/PROGUARD™CHAINS & CLAMPS

*CP025798 IND SKYWAYS© 2-BAY SWING W/ INTEGRATED SINGLE PANEL SHADE / RR

4-111418 SWING HGR ASY/CLEVIS

PlayBooster®and Forma™
(5-12 years)
Max Fall Height: 120 inches

TOTAL ELEVATED PLAY COMPONENTS	14		
TOTAL ELEVATED COMPONENTS ACCESSIBLE BY RAMP	0	REQUIRED	0
TOTAL ELEVATED COMPONENTS ACCESSIBLE BY TRANSFER	9	REQUIRED	7
TOTAL ACCESSIBLE GROUND LEVEL COMPONENTS SHOWN	13	REQUIRED	5
TOTAL DIFFERENT TYPES OF GROUND LEVEL COMPONENTS	9	REQUIRED	9

landscape structures

IT IS THE MANUFACTURERS OPINION AND INTENT THAT THE USE AND LAYOUT OF THESE COMPONENTS CONFORM WITH THE AMERICAN SOCIETY FOR TESTING AND MATERIALS (ASTM) STANDARD ASTM F1487

THIS PLAY AREA & PLAY EQUIPMENT IS DESIGNED FOR AGES 5–12 YEARS UNLESS OTHERWISE NOTED ON PLAN.

IT IS THE MANUFACTURERS OPINION THAT THIS PLAY AREA DOES CONFORM TO THE A.D.A. ACCESSIBILITY STANDARDS, ASSUMING AN ACCESSIBLE PROTECTIVE SURFACING IS PROVIDED, AS INDICATED, OR WITHIN THE ENTIRE USE ZONE.

THIS CONCEPTUAL PLAN WAS BASED ON INFORMATION AVAILABLE TO US. PRIOR TO CONSTRUCTION, DETAILED SITE INFORMATION INCLUDING SITE DIMENSIONS, TOPOGRAPHY EXISTING UTILITIES, SOIL CONDITIONS, AND DRAINAGE SOLUTIONS SHOULD BE OBTAINED, EVALUATED, & UTILIZED IN THE FINAL DESIGN. PLEASE VERIFY ALL DIMENSIONS OF PLAY AREA, SIZE, ORIENTATION, AND LOCATION OF ALL EXISTING UTILITIES, EQUIPMENT, AND SITE FURNISHINGS PRIOR TO ORDERING. SLIDES SHOULD NOT FACE THE HOT AFTERNOON SUN.

CHOOSE A PROTECTIVE SURFACING MATERIAL THAT HAS A CRITICAL HEIGHT VALUE TO MEET THE MAXIMUM FALL HEIGHT FOR THE EQUIPMENT (REF. ASTM F1487 STANDARD CONSUMER SAFETY PERFORMANCE SPECIFICATION FOR PLAYGROUND EQUIPMENT FOR PUBLIC USE, SECTION 8 CURRENT REVISION). THE SUBSURFACE MUST BE WELL DRAINED. IF THE SOIL DOES NOT DRAIN NATURALLY IT MUST BE TILED OR SLOPED 1/8" TO 1/4" PER FOOT TO A STORM SEWER OR A "FRENCH DRAIN".

AREA OF ACCESSIBLE/PROTECTIVE SURFACING (POURED-IN-PLACE SUGGESTED) 5105

DESIGNED BY:
MGA

COPYRIGHT: 5/15/2023
LANDSCAPE STRUCTURES, INC.

601 7th STREET SOUTH – P.O. BOX 198
DELANO, MINNESOTA 55328
PH: 1-800-328-0035 FAX: 1-763-972-6091

Date	Previous Drawing #	Initials
5/28/2023	1173409-01-01	MGA

SCALE IN FEET:
0' 5' 10' 20'

Elgin Morris Memorial Park Option #1

Elgin, TX

Whirlix Design

Josh Bailey

SYSTEM TYPE:
PlayBooster/Forma

DRAWING #:
1173409-01-03-JHD

ISO 14001:2015 CERTIFIED

ISO 9001:2015 Certified

Elgin City Council Meeting
Agenda Item Executive Summary

ITEM: A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH _____ TO CONSTRUCT A NEW ENTRANCE AND PARKING AREA FOR THOMAS MEMORIAL PARK ON MADISON STREET AND MAKING CERTAIN FINDINGS RELATED THERETO.

DEPARTMENT: City Manager/Public Works/Parks and Recreation

PROPOSED ACTION: Approval of a Resolution authorizing an agreement with _____ , Texas, in the amount of $_____ for additional entrance on Madison Street at Thomas Memorial Park.

BACKGROUND:

A strongly recommended project from the Parks & Recreation Advisory Board for improvements at Thomas Memorial Park is an additional entrance on Madison Street which utilizes an existing city owned lot to provide more parking, and access to the park via a pedestrian connection. Heritage trees will be preserved, and fencing will be replaced on the side of the lot adjacent to a residence. Staff have conducted an open bid process for this work. Funding for this project was included in the 2021A Certificates of Obligation and City Council authorized American Rescue Plan Act (ARPA) funds for funding for improvements at Thomas Memorial Park in November 2022. This resolution is to authorize staff to move forward with the already recommended project.

BUDGET/FINANCIAL IMPACT:

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

RECOMMENDATION:

Adopt and approve a Resolution authorizing an agreement with _____, Texas, in the amount of $_____ for repair services related to Thomas Memorial Park additional entrance on Madison Street and direction to staff, if any, regarding same.

ATTACHMENTS: (1) Resolution (2) Site Plan

{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.

RESOLUTION NO. _____

A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE CITY MANAGER TO PROCEED WITH THE CONSTRUCTION OF A NEW ENTRANCE AND PARKING AREA FOR THOMAS MEMORIAL PARK ON MADISON STREET AND MAKING CERTAIN FINDINGS RELATED THERETO.

WHEREAS, the Elgin City Council and Parks Advisory Board have approved a Parks Master Plan for the benefit of residents and to improve local parks and;

WHEREAS, among other projects strongly supported the additional entrance on Madison street at Thomas Memorial Park and ranked it as high need and;

WHEREAS, the staff is conducting a bid process to secure a qualified contractor to make such repairs;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ELGIN, BASTROP AND TRAVIS COUNTY, TEXAS THAT:

Section 1. Findings. The following recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes as findings of fact.

Section 2. Authorization. The City Manager is hereby authorized to finalize plans and bid documents to create a new entrance for Thomas Memorial Park a copy of which is attached hereto and marked Exhibit A; and made part of this Resolution as if copied verbatim herein.

Section 3. Project Change Orders. Through the approval of this Resolution, the City Manager is further authorized to approve project contract change orders in a total amount not to exceed 25% of the approved contract as stated above.

Section 4. 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.

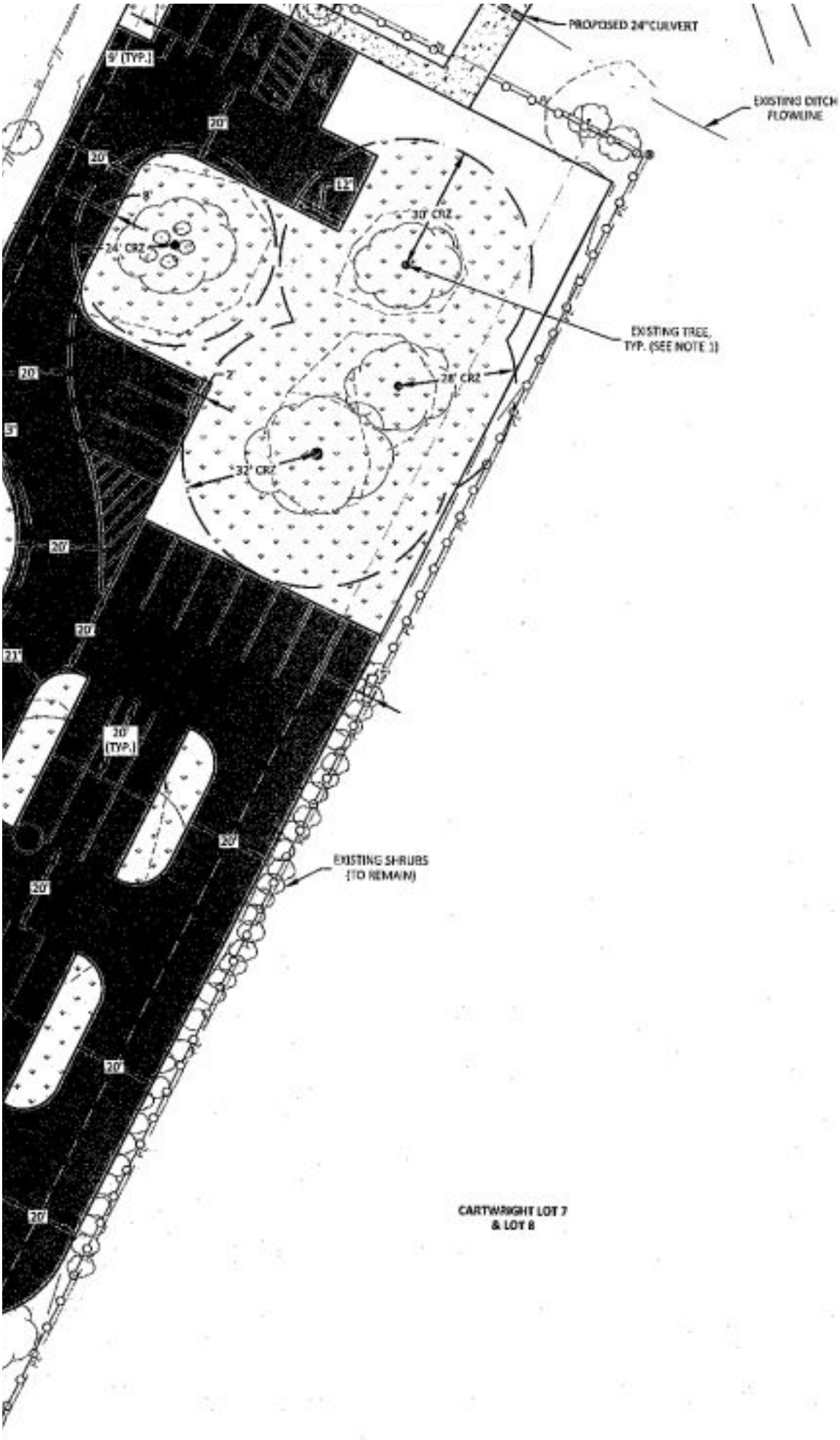
Section 5. This Resolution shall take effect immediately upon passage.

PASSED AND ADOPTED this 6th day of June, 2023

_____
THERESA Y. MCSHAN, Mayor
City of Elgin, Texas

ATTEST:

_____
JENNIFER STUBBS, City Secretary



NOTES:

1. ALL EXISTING TREES
REMAIN UNLESS OT
WITHIN THE PROJEC
TO PARKING STALLS
PLACE.

Elgin City Council Meeting
Agenda Item Executive Summary

ITEM: A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH SPORT COURT OF AUSTIN, FOR REPAIRS TO THE THOMAS MEMORIAL PARK BASKETBALL COURT AND MAKING CERTAIN FINDINGS RELATED THERETO.

DEPARTMENT: City Manager/Public Works/Parks and Recreation

PROPOSED ACTION: Approval of a Resolution authorizing an agreement with *Sport Court of Austin*, Texas, in the amount of $68,384.00 for basketball Court repairs at Thomas Memorial Park.

BACKGROUND:

A strongly recommended project from the Parks Board for improvements at Thomas Memorial Park is repairs and renovations to the Basketball Court. Staff have engaged several contractors and developed a plan for repairs and utilizing the existing court as the space. This resolution is to authorize staff to move forward with the already recommended project.

NOTE: In order to proceed with this important project in a timely manner, the City Manager has already authorized this work moving forward in accordance with city code; and the proposed Council action is to retroactively approve the agreement for transparency purposes.

BUDGET/FINANCIAL IMPACT:

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

RECOMMENDATION:

Adopt and approve a Resolution authorizing an agreement with *Sport Court of Austin*, Texas, in the amount of $68,384.00 for repair services related to Thomas Memorial Park Basketball Court and direction to staff, if any, regarding same.

ATTACHMENTS: (1) Resolution (2) Sport Court Resolution.

{ } 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.

RESOLUTION NO. _____

A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH SPORT COURT OF AUSTIN TO MAKE REPAIRS TO THE THOMAS MEMORIAL PARK BASKETBALL COURT AND MAKING CERTAIN FINDINGS RELATED THERETO.

WHEREAS, the Elgin City Council and Parks Advisory Board have approved a Parks Master Plan for the benefit of residents and to improve local parks and;

WHEREAS, among other projects strongly supported the repairs to the Basketball Court at Thomas Memorial Park have ranked as high need and;

WHEREAS, the staff have sent out request for qualifications and found Sport Court of Austin to be a qualified contractor to make such repairs and;

WHEREAS, staff recommend awarding the project as proposed to Sport Court of Austin with the details specified in the attached documents.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ELGIN, BASTROP AND TRAVIS COUNTY, TEXAS THAT:

Section 1. Findings. The following recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes as findings of fact.

Section 2. Authorization. The City Manager is hereby authorized to execute an agreement with Sport Court of Austin the amount of the proposal package attached.

Section 4. 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 5. This Resolution shall take effect immediately upon passage.

PASSED AND ADOPTED this 6th day of June, 2023

_____
THERESA Y. MCSHAN, Mayor
City of Elgin, Texas

ATTEST:

_____
JENNIFER STUBBS, City Secretary

Elgin City Council Meeting
Agenda Item Executive Summary

ITEM: A RESOLUTION OF THE CITY OF ELGIN, TEXAS, APPOINTING BLAS COY AS ASSOCIATE JUDGE OF THE CITY OF ELGIN MUNICIPAL COURT IN ACCORDANCE WITH THE CITY CHARTER; MAKING FINDINGS OF FACT; AND PROVIDING FOR RELATED MATTERS

DEPARTMENT: City Manager

PROPOSED ACTION:

Appointment of Blas Coy as Associate Municipal Judge to act for the regular judge when the regular judge is unable to act for any reason.

BACKGROUND:

In addition to the appointment of a qualified individual to serve as the City of Elgin Municipal Judge, the City Charter provides that the City Council "may also appoint one (1) or more temporary replacement judges to act for the regular judge when the regular judge is unable to act for any reason".

Elgin Municipal Court Judge Amanda Carter as come forth with a proposal requesting the appointment of an Associate Municipal Judge as contemplated by the Charter, to wit:

> *"Now that my colleague, former Bastrop Municipal Judge, Blas Coy, retired from the City of Bastrop, there appears to be no one willing to fill in for magistrate defendants from Elgin in my occasional absence. Over the past five years, Judge Coy and I would often cover magistration duties for each other while the other is on vacation/sick etc. and not "charge" the other city for our services.*
>
> *I have discussed this predicament with Judge Coy and he is agreeable to assist the City occasionally when I have to be out. He is agreeable to the pay structure and duties and will only need access to our Court's video magistration software after being appointed by the City Council."*

BUDGET/FINANCIAL IMPACT:

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

RECOMMENDATION: Approval of the Resolution as presented.

ATTACHMENTS: Resolution

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

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

RESOLUTION NO. _____

A RESOLUTION OF THE CITY OF ELGIN, TEXAS, APPOINTING BLAS COY AS ASSOCIATE JUDGE OF THE CITY OF ELGIN MUNICIPAL COURT IN ACCORDANCE WITH THE CITY CHARTER; MAKING FINDINGS OF FACT; AND PROVIDING FOR RELATED MATTERS.

WHEREAS, the Elgin City Charter Article 5, Section 6 requires the City of Elgin to provide a Municipal Court which shall have such jurisdictions, powers and duties as are prescribed by the laws of the State of Texas; and,

WHEREAS, in accordance with the Elgin City Charter, the City Council previously appointed Amanda Carter as Judge of the City of Elgin Municipal Court; and,

WHEREAS, the Charter also provides that the City Council may also appoint a replacement or associate judge to act for the regular judge when the regular judge is unable to act for any reason; and,

WHEREAS the Mayor and City Council have determined it to be in the public interest to appoint Blas Coy of Bastrop, Texas as the Associate Judge of the City of Elgin Municipal Court.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ELGIN, BASTROP AND TRAVIS COUNTY, TEXAS, THAT:

Section 1. Findings. The following recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes as findings of fact.

Section 2. Appointment. Blas Coy of Bastrop, Texas is hereby appointed as Associate Judge of the City of Elgin Municipal Court to assist Municipal Judge Amanda Carter and to act for the regular judge when the regular judge is unable to act for any reason.

Section 3. 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 4. This Resolution shall take effect immediately upon passage.

PASSED AND ADOPTED this 6th day of June, 2023

_____
THERESA Y. MCSHAN, Mayor
City of Elgin, Texas

ATTEST:

_____
JENNIFER STUBBS, City Secretary

Elgin City Council Meeting
Agenda Item Executive Summary

ITEM: AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF ELGIN, TEXAS ADOPTED IN CHAPTER 46, SECTION 46-3, REVISED CODE OF ORDINANCES CITY OF ELGIN, TEXAS, 2013 AND MAKING THIS AMENDMENT A PART OF SAID OFFICIAL ZONING MAP TO WIT: TO REZONE LAND FROM "R-1" SINGLE FAMILY HOUSING DISTRICT TO "R-2" SINGLE FAMILY & DUPLEX DWELLING DISTRICT LOCATED ON PARCELS OF LAND KNOWN BY THE TRAVIS COUNTY APPRAISAL DISTRICT AS PARCELS 358800, 358801, & 358802, LOCATED BETWEEN CARLSON LN. & CARLSON RD. ACROSS FROM EAGLES LANDING PH. 2 (BEING A 52.76 ACRE TRACT OUT OF THE HENRY MARTIN SUVEY NUMBER 65, ABSTRACT 518, TRAVIS CO., TX), BEING MORE DESCRIBED IN EXHIBIT "A"; AND PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES AND RESOLUTIONS.

DEPARTMENT: Development Services.

PROPOSED ACTION: Discussion, consideration, and action on an ordinance amending the official zoning map of the City of Elgin, TX adopted in Ch. 46, Sec. 46-3, revised Code of Ordinances, City of Elgin, TX, 2013 and making this amendment a part of said official zoning map (Carlson Tract Rezoning from R-1 to R-2).

BACKGROUND: See attached staff report.

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

Finance Approval:

Signature: _____ Date:_____

RECOMMENDATION: The Planning & Zoning Commission recommended unanimous approval of this Item at their May 22, 2023, Meeting.

ATTACHMENTS: Staff Report, Application, Staff added Comprehensive Plan Exhibits, Staff added Zoning Map, Ordinance w/ Exhibits, 200' Notice Letter & Map, Proposed Applicant Development Plan.

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

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

Development Service Department

STAFF REPORT

Rezoning from "R-1" Single Family Dwelling District to "R-2" Single Family & Duplex Dwelling District (Carlson Tract Rez.)

Project #: 202300056

Date:	May 15, 2023
Applicant:	Chris Reed c/o Doucet & Associates
Representative:	SAME
Hearing Dates:	Planning & Zoning Commission – May 22, 2023 City Council – June 6, 2023
Location:	Travis Co. Appraisal District Parcels 358800, 358801, & 358802.

APPLICATION SUMMARY

Recommendation of a rezoning (a change to the official zoning map) by the Commission and consideration (action) by the City Council of 52.76 acres of land located between Carlson Ln. (south), Elgin Rolling Meadows Development (east) and Carlson Rd. (north). The proposal is to change the zoning from R-1 Single Family District to R-2 Single Family & Duplex Dwelling District for a proposed single family residential development.

DEPARTMENT COMMENTS

Since the property is rezoning to the R-2 zoning district, there is no development text or development map like a Planned Development District (PDD) rezoning. The applicant has provided a proposed development plan (concept plan) for informational purposes (see attachment 6). Assuming the zoning change is granted by the City Council, the applicant will file a separate concept plan application and it will eventually go before the Planning & Zoning Commission for future consideration (action). This potential approval will set the development pattern of the tract.

BACKGROUND

Originally the applicant filed a rezoning application on this site for an R-3 zoning back in September 2022. At that time, the Commission recommended denial of the request and had concerns about the size of the lots. The applicant withdrew the application before it went before the Council.

STAFF ANALYSIS

In review of the Elgin Comprehensive Plan the parcel is located within the Agricultural Land Use category. This category's primary land usage is agriculture (see attachment 2) according to the provided map and associated land use language. The current R-1 zoning category, as the parcel was zoned automatically when annexed, allows for single family homes as a use by right. This is a conflict with the land use and zoning, the rezoning will keep the conflicting residential uses. It is Staff's professional opinion that the overall development pattern of the area has changed since the approval of enlargement of the Eagles Landing development across Carlson Ln. which allows for single family homes (see attachment 3).

With a proposed rezoning, the Commission/Council must look at the potential uses that would be added or subtracted to a site. In this case there is only the addition of duplexes under the proposed zoning category.

"R-1" District	"R-2" District
	Duplex
Detached single-family dwelling.	Detached single-family dwelling.
Churches, but not including revival tents or arbors.	Churches, but not including revival tents or arbors.
Public school offering general educational courses the same as ordinarily given in public schools and having no rooms regularly used for housing and sleeping.	Public school offering general educational courses the same as ordinarily given in public schools and having no rooms regularly used for housing and sleeping.
Public park and playground.	Public park and playground
Library.	Library.
Growing of farm products.	Growing of farm products.
Municipal use	Municipal use
Telephone exchanges.	Telephone exchanges.
Home occupations.	Home occupations.
Transportation and utility easements, alleys and rights-of-way	Transportation and utility easements, alleys and rights-of-way
Accessory building which is not a part of a main building, including one private garage, or accessory building which is a part of a main building, including one private garage.	Accessory building which is not a part of a main building, including one private garage, or accessory building which is a part of a main building, including one private garage.
Accessory uses, which shall include the following where the primary use is residential: Customary home occupations, if done inside of building, such as dressmaking, babysitting, seamstress, tailoring, millinery, tutoring, when engaged in by members of the resident family and employing not more than one person, not a member of the resident family, but not including beauty culture, barbering or appliance repairing.	Accessory uses, which shall include the following where the primary use is residential: Customary home occupations, if done inside of building, such as dressmaking, babysitting, seamstress, tailoring, millinery, tutoring, when engaged in by members of the resident family and employing not more than one person, not a member of the resident family, but not including beauty culture, barbering or appliance repairing.

Next Page

Below is a list of zoning standards for each zoning category, changes are highlighted in yellow between zoning categories:

	R-1 (exist. zoning)	**R-2 (prop. zoning)**
Height	2.5 stories or 35 feet	2.5 stories or 35 feet
Front Setback	25 feet; garage at 25 feet	25 feet; garage at 25 feet
Side Setback	7.5 feet for 1 story; 10 feet for more than 1 story	5 feet for 1 story; 10 feet for more than 1 story
Rear Setback	10 feet	10 feet
Lot Width	75 feet	60 feet
Lot Area	9,000 sq. ft.	7,500 sq. ft.
Impervious Cover on Lot	45% interior; 50% corner	45% interior; 50% corner

Rezoning of this parcel is also regarded as spot zoning. Typically, spot zoning is viewed unfavorably, and case law exists regarding it. In consultation with the City Attorney, there are several findings from the Texas Supreme Court that should be considered when making your decision:

1. Whether the City has disregarded the zoning ordinance or long-range master plans and maps that have been adopted by ordinance;

2. The nature and degree of an adverse impact on surrounding properties; i.e., is the change substantially inconsistent with surrounding properties;

3. Whether the use of the property as presently zoned is suitable or unsuitable; and,

4. Whether the rezoning ordinance bears a substantial relationship to the public health, safety, morals or general welfare or protect and preserve historical and cultural places and areas.

Based on the information within the packet, staff has issues and concerns regarding the proposal.

The rezoning to the R-2 zoning category is not in conformance with the development pattern of the area. The newer developments within the area are zoned Planned Development District (PDD) which denotes the development plan as a master planned community and different lot sizes. Also, the rezoning would disregard the long-range master plan as the present R-1 zoning category allows for larger lots than the proposed R-2 zoning category; this makes the present R-1 zoning category the suitable development pattern.

ATTACHMENTS

Additional information is provided through attached exhibits.

1. Application
2. Staff Added Comprehensive Plan Exhibits
3. Staff Added Zoning Map
4. Ordinance with Exhibit
5. 200' Notice Letter and Map
6. Proposed Applicant Development Plan

Attachment 1
Application

Revised: 5-13-2022

NON-PDD REZONING APPLICATION

Date: 3/30/2023

SITE INFORMATION

Project Address: 18512 Carlson Lane, Elgin, TX 78621

Parcel Identification Number (if no address): _____

APPLICANT

Name: Doucet & Associates, Inc. (Christopher A. Reid, PE)

Postal Address: 7401B Highway 71 West, Suite 160

Austin, TX 78735

E-Mail Address: creid@doucetengineers.com; **Phone Number:** (512) 583-2600

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.

	Christopher A. Reid	3/30/2023
Signature	**Printed Name**	**Date**

Project Description:

PrimaVesta Land Company, LLC is requesting R-2 zoning for three (3) tracts totaling approximately 53 acres, prior to development of approximately 166 single-family and related street, sidewalk, drainage and utility improvements.

Attachment 2
Staff Added Comprehensive Plan Exhibits

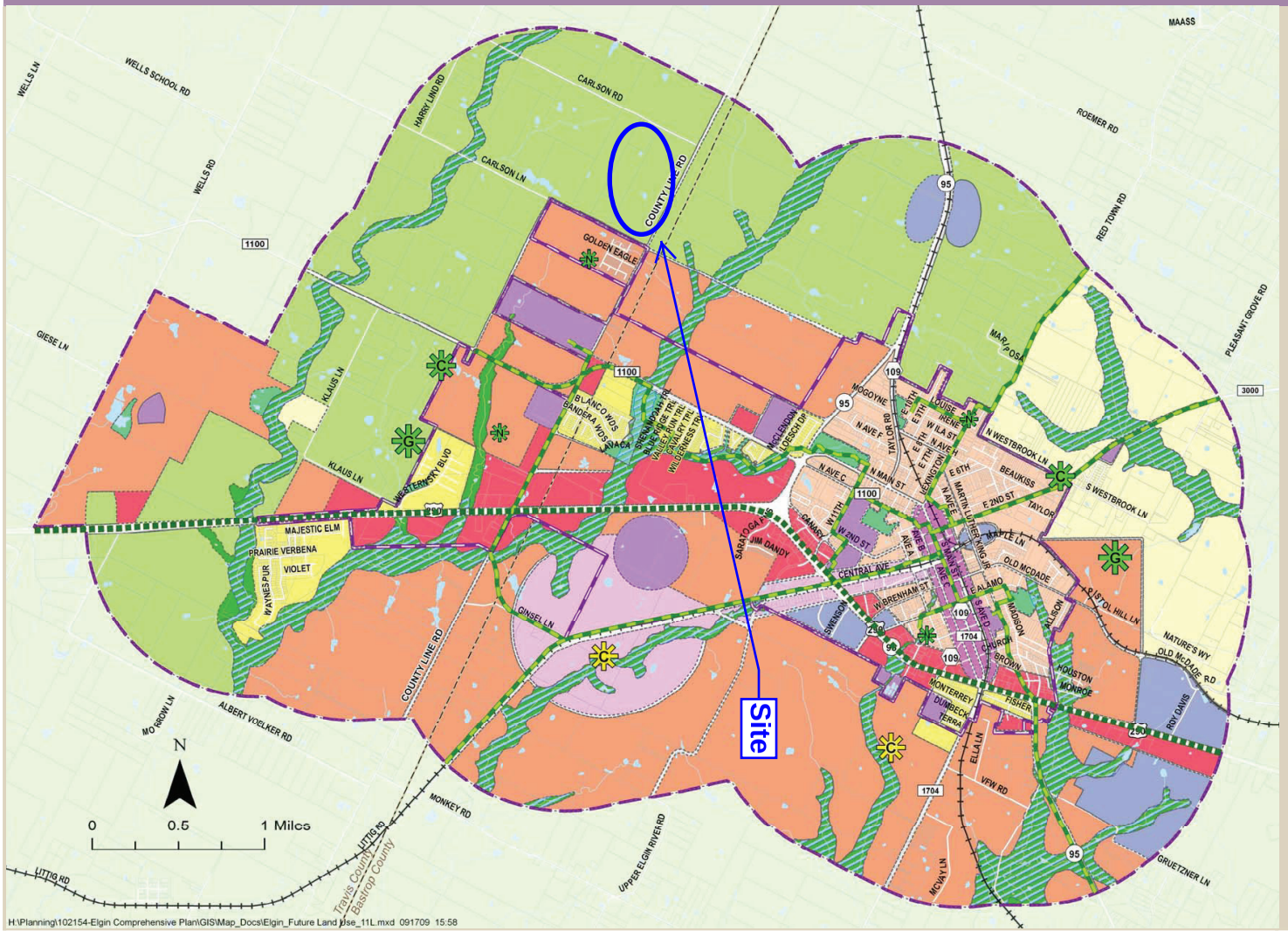


Exhibit 4.4: Future Land Use and Development Plan

- Parcel Boundary
- Elgin City Limits
- Elgin Planning Area

Future Land Use

- Natural Area
- Agriculture
- Low Density Residential
- Existing Single-Family Residential
- Traditional Neighborhood Residential
- Central Elgin Neighborhoods
- Mixed Use
- Main Street Elgin
- Commercial
- Light Industrial
- Institutional
- Parks and Recreation

- 100-Year Flood Plain
- Proposed Park from Parks Master Plan
- Proposed Park from WSA
- Proposed Trail from Parks Master Plan
- US 290 Corridor Greenscaping

Note: A Comprehensive plan shall not constitute zoning regulations or establish zoning district boundaries.

Source: Wilbur Smith Associates, Inc., 2009.

Agricultural

General Description: Areas dedicated to food production and raising livestock. Development in these areas is very minimal, and primarily associated with agricultural activity. Elgin desires to keep these areas as farmland or ranchland wherever possible in order to maintain and promote an agricultural economic base, as well as provide a local food source, and preserve the rural character of the community.

Transect Zone: Natural (T1)

Primary Land Use: Agricultural

Supporting Land Uses: Rural residences (farm houses), equestrian facilities, agricultural storage, small-scale commercial, and industrial uses directly related to agricultural activity.

Residential Densities: 1 unit per 10 acres or more.

Form and Character: The area is defined by vast areas of open space and agricultural land with a rural or natural character. Built structures are very sparse and typically associated with farming operations such as barns, pens, sheds, and feed storage. Because it is a working landscape, agricultural areas are associated with some "nuisances" such as noise, dust, and fertilizer that are best mitigated by maintaining large parcel sizes and limiting urbanization where possible.

Parks and Open Space: The low-density of development and open spaces that are inherent in agricultural areas do not require that additional parks be provided. A regional park may be appropriate if it is focused on a natural or historic feature of local/regional significance.

Attachment 3
Staff Added Zoning Map

Zoning Map

8/24/2022, 6:28:38 PM

Zoning

- C1 - Neighborhood Shopping District
- C3 - Highway Commercial District
- PDD - Planned Development District
- R1 - Single Family
- R3 - Single Family/Two Family/Industrialized Housing District
- Travis Parcels March 2022
- Bastrop Parcels August 2022

1:18,056

0 0.17 0.35 0.7 mi

0 0.3 0.6 1.2 km

Esri, HERE, Garmin, (c) OpenStreetMap contributors, Esri, HERE, Garmin, (c) OpenStreetMap contributors, and the GIS user community, Source: Esri, Maxar, Earthstar Geographics, and the GIS User Community

Web AppBuilder for ArcGIS

Source: Esri, Maxar, Earthstar Geographics, and the GIS User Community | Esri, HERE, Garmin, (c) OpenStreetMap contributors, and the GIS user community | Esri, HERE, Garmin, (c) OpenStreetMap contributors | TRC GIS, City of Elgin |

Attachment 4
Ordinance with Exhibit

ORDINANCE NO. 2023-06-06-??

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 LAND FROM "R-1" SINGLE FAMILY HOUSING DISTRICT TO "R-2" SINGLE FAMILY & DUPLEX DWELLING DISTRICT LOCATED ON PARCELS OF LAND KNOWN BY THE TRAVIS COUNTY APPRAISAL DISTRICT AS PARCELS 358800, 358801, & 358802, LOCATED BETWEEN CARLSON LN. & CARLSON RD. ACROSS FROM EAGLES LANDING PH. 2 (BEING A 52.76 ACRE TRACT OUT OF THE HENRY MARTIN SUVEY NUMBER 65, ABSTRACT 518, TRAVIS CO., TX), BEING MORE DESCRIBED IN EXHIBIT "A"; 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 to amend the Official Zoning Map to rezone the property described in Exhibit "A" attached hereto and incorporated herein, from R-1 Single Family Dwelling District to R-2 Single Family & Duplex Dwelling District, and

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

WHEREAS, the Planning and Zoning Commission held a public hearing concerning the requested change on May 22, 2023, following lawful publication of the notice of said public hearing, and

WHEREAS, after considering the public testimony received at such hearing, the Planning and Zoning Commission has recommended that the Official Zoning Map be amended so that the zoning classification of the property described in Exhibit "A" is R-2 Single Family & Duplex Dwelling District, and

WHEREAS, on June 6, 2023, after proper notification, the City Council held a public hearing on the requested zoning, and

WHEREAS, the City Council determines that the zoning 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 Official Zoning Map adopted in Chapter 46, Section 46-3, City of Elgin, Texas is hereby amended so that the zoning classification of the property described in Exhibit "A" is rezoned from R-1 Single Family Dwelling District to R-2 Single Family & Duplex Dwelling District.

II.

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

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

C. The City Council hereby finds and declares that written notice of the date, hour, place, and subject of the meeting at which this Ordinance was adopted was posted and that such meeting was open to the public as required by law at all times during which this Ordinance and the subject matter hereof 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 6th day of June 2023.

_____

THERESA Y MCSHAN, Mayor
City of Elgin, Texas

ATTEST:

_____

JENNIFER STUBBS, City Secretary

DOUCET

7401B Highway 71 West, Suite 160, Austin, TX 78735
Office: 512.583.2600
Fax: 512.583.2601
Doucetengineers.com

"Exhibit "------"

Carlson 53 Acre
Travis County, Texas

D&A Job No. 2403-001
July 11, 2022

METES & BOUNDS DESCRIPTION

BEING A 52.76 ACRE TRACT OUT OF THE HENRY MARTIN SUVEY NUMBER 65, ABSTRACT 518, TRAVIS COUNTY, TEXAS, SAID 52.76 ACRE TRACT BEING ALL OF A CALLED 12.00 ACRE TRACT, DESCRIBED TO PRIMA VISTA LAND COMPANY, LLC, AS RECORDED IN DOCUMENT NUMBER 2022025519 OF THE OFFICIAL PUBLIC RECORDS, TRAVIS COUNTY, TEXAS [O.P.R.T.C.T], BEING ALL OF A CALLED 28.772 ACRE TRACT, DESCRIBED TO PRIMA VISTA LAND COMPANY, LLC, AS RECORDED IN DOCUMENT NUMBER 2021245210 [O.P.R.T.C.T.], AND BEING ALL OF A CALLED 11.976 ACRE TRACT, DESCRIBED TO PRIMA VISTA LAND COMPANY, LLC, AS RECORDED IN DOCUMENT NUMBER 2021267038 [O.P.R.T.C.T.], SAID 52.76 ACRE TRACT BEING MORE PARTICULARLY DESCRIBED BY THE METES AND BOUNDS AS FOLLOWS:

COMMENCING at a iron pipe found for the west corner of a called 52.964 acre tract, described to Larry Hjalmar Axelson and Mary Jo Bengtson, as recorded in Document Number 2007074197 [O.P.R.T.C.T], same being on the north right-of-way line of Carlson Lane an apparent 50-foot wide right-of-way as recorded in Document Number 202100261 [O.P.R.T.C.T], also being the east corner of a called 56.75 acre tract, described to Roland J. Carlson (no record information found),

THENCE, S63°18'33"E, with the north right-of-way line of said Carlson Lane and the southwest line of said 52.964 acre tract, a distance of 653.00 feet to a 1/2-inch iron rod found for the west corner of said 12.00 acre tract, same being the east corner of said 52.964 acre tract, also being in the north right-of-way line of said Carlson Lane for the **POINT OF BEGINNING** and west corner of the tract described herein;

THENCE, N27°22'54"E, departing the north right-of-way line of said Carlson Lane and continuing with the northwest line of said 12.00 acre tract, the northwest line of said 28.772 acre tract, the northwest line of said 11.976 acre tract, and the southeast line of said 52.964 acre tract, a distance of 3,503.22 feet to a 1/2-inch iron rod found for the north corner of said 11.976 acre tract and for the east corner of said 52.964 acre tract, same being on the south right-of-way line of Carlson Road, an apparent 60-foot wide right-of-way, as recorded in Volume 8942, Page 716 of the Real Property Records of Travis County, Texas [R.P.R.T.C.T.];

THENCE, S62°39'18"E, with the south right-of-way line of said Carlson Road and continuing with the northeast line of said 11.976 acre tract, and the most northerly northeast line of said 28.772 acre tract, a distance of 656.60 feet to a 1/2-inch iron rod found for the most northerly east corner of said 28.772 acre tract, and for the north corner of a called 5.012 acre tract, described to Harry L Davis and Evelyn J Miller, as recorded in Document Number 2018139941 [O.P.R.T.C.T.], same being in the south right-of-way line of said Carlson Road;

THENCE, S27°22'55"W, departing the south right-of-way line of said Carlson Road, and continuing with the southeast line of said 28.772 acre tract and the northwest line of said 5.012 acre tract, a distance of 3,497.90 feet to a 1/2-inch iron rod found for the south corner of said 28.772 acre tract, and for the west corner of a called 5.012 acre tract, described to Mario Alberto Urbina Gutierrez, as recorded in Document Number 2018151638 [O.P.R.T.C.T.], same being on the north right-of-way of said Carlson Lane;

(CONTINUED ON NEXT PAGE)

7401B Highway 71 West, Suite 160, Austin, TX 78735
Office: 512.583.2600
Fax: 512.583.2601
Doucetengineers.com

THENCE, N63°07'08"W, with the south right-of-way line of said Carlson Road and the most southerly southwest line of said 28.772 acre tract and the southwest line of said 12.00 acre tract, a distance of 656.60 feet to the POINT OF BEGINNING of the tract described herein and containing approximately 52.76 acres.

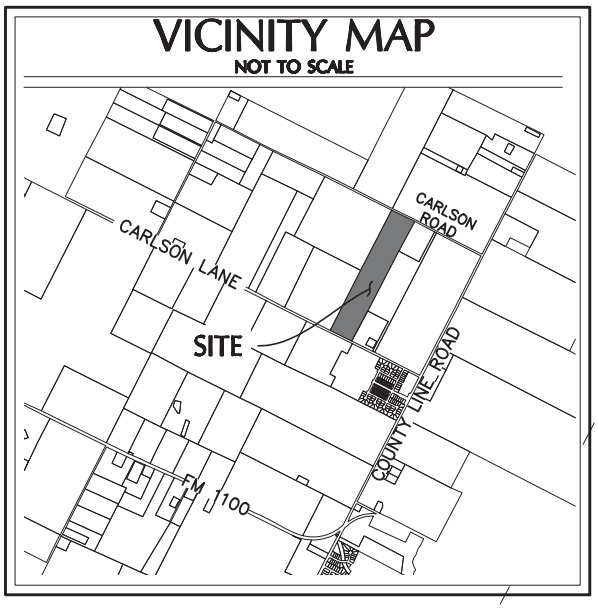
This survey was performed without the benefit of a title commitment. Easements or other matters of record may exist where none are shown.

I, J. Dillon Fugate, Registered Professional Land Surveyor, hereby certify that this property description and accompanying plat of even date represent an actual survey performed on the ground.

07/11/2022

J. Dillon Fugate — Date

Registered Professional Land Surveyor
Texas Registration No. 6360
Doucet & Associates
DFugate@DoucetEngineers.com
TBPELS Firm Registration No. 10105800



0 1" 2"

GRAPHIC SCALE: 1" = 500'

CARLSON ROAD
(60' WIDE R.O.W.)
(VOL. 8942, PG. 716, R.P.R.T.C.T.)

S62°39'18"E 656.60'

PRIMA VISTA LAND COMPANY, LLC CALLED 11.976 ACRES DOC. NO. 2021267038 O.P.R.T.C.T.

HARRY L DAVIS
EVELYN J MILLE
CALLED 5.012 AC
NO. 201813994
O.P.R.T.C.T.

HENRY MARTIN SURVEY NO. 65
ABSTRACT NO. 518

52.76 ACRES

N27°22'54"E 3,503.22'

PRIMA VISTA LAND COMPANY, LLC CALLED 28.772 ACRES DOC. NO. 2021245210 O.P.R.T.C.T.

S27°22'55"W 3,497.90'

EFRAIN ARELLANO-GARCIA
CALLED 10.024 ACRES
DOC. NO. 2019083482
O.P.R.T.C.T.

DONALD R SIMMONS
CALLED 5.012 ACRES
DOC. NO. 2018185218
O.P.R.T.C.T.

EFRAIN SANCHEZ HERNANDEZ & ELENA GOMEZ REYNOSO
CALLED 5.012 ACRES
DOC. NO. 2019171628
O.P.R.T.C.T.

ROLAND J. CARLSON
CALLED 56.75 ACRES
NO RECORD
INFORMATION FOUND

LARRY H JALMAR AXELSON & MARY JO BENGTSON
CALLED 52.964 ACRES
DOC. NO. 2007074197
O.P.R.T.C.T.

EFRAIN A BENITEZ & MARIA GARCIA
CALLED 10.024 ACRES
DOC. NO. 2019056384
O.P.R.T.C.T.

S63°18'33"E
653.00'

P.O.C.

P.O.B.

PRIMA VISTA LAND COMPANY, LLC CALLED 12.00 ACRES DOC. NO. 2022025519 O.P.R.T.C.T.

ERICK ANTONIO JAMES ORTIZ, ET AL.
CALLED 5.012 ACRES
DOC. NO. 2019155466
O.P.R.T.C.T.

MARIO ALBERTO URBINA GUTIERREZ
CALLED 5.012 ACRES
DOC. NO. 2018151638
O.P.R.T.C.T.

JAMIE GALLARDO AND UIBER GALLARDO
CALLED 5.012 ACRES
DOC. NO. 2018084281
O.P.R.T.C.T.

N63°07'08"W 656.60'

CARSON LANE
(50' WIDE R.O.W.)
(DOC. NO. 202100261, O.P.R.T.C.T.)

D&A

52.76 ACRE EXHIBIT

TRAVIS COUNTY, TEXAS

DOUCET
Civil Engineering // Entitlements // Geospatial
7401 B. Highway 71 W, Ste. 160
Austin, TX 78735, Tel: (512)-583-2600
www.doucetengineers.com
TBPE Firm Number: 3937
TBPELS Firm Number: 10105800

Date:	07/11/2022
Scale:	1" = 500'
Drawn by:	SWP
Reviewer:	DF
Project:	2403-001
Sheet:	3 OF 4
Field Book:	N/A
Party Chief:	ADM
Survey Date:	05/04/2022

LEGEND

━━━━━	PROPERTY LINE/SUBJECT EASEMENT
———	EXISTING PROPERTY LINE
– — — — — –	ADJOINER PROPERTY LINE
●	1/2" IRON ROD FOUND [UNLESS NOTED]
◎	IRON PIPE FOUND [AS NOTED]
P.O.B.	POINT OF BEGINNING
P.O.R.	POINT OF COMMENCMENT
DOC. NO.	DOCUMENT NUMBER
VOL.	VOLUME
PG.	PAGE
R.O.W.	RIGHT–OF–WAY
R.P.R.T.C.T.	REAL PROPERTY RECORDS, TRAVIS COUNTY, TEXAS
O.P.R.T.C.T.	OFFICIAL PUBLIC RECORDS, TRAVIS COUNTY, TEXAS

CONTROL NOTE:

BASIS OF BEARING IS THE TEXAS COORDINATE SYSTEM, CENTRAL ZONE (4203), NORTH AMERICAN DATUM 1983 (NAD83), 2011 ADJUSTMENT (EPOCH 2010). ALL COORDINATE VALUES AND DISTANCES SHOWN ARE GRID VALUES.
UNITS: US SURVEY FEET.

I, J. DILLON FUGATE, REGISTERED PROFESSIONAL LAND SURVEYOR, HEREBY CERTIFY THAT THIS PLAT AND ACCOMPANYING LEGAL DESCRIPTION OF EVEN DATE REPRESENT AN ACTUAL SURVEY PERFORMED ON THE GROUND UNDER MY SUPERVISION.

07/11/2022

J. DILLON FUGATE DATE
REGISTERED PROFESSIONAL LAND SURVEYOR
TEXAS REGISTRATION NO. 6360
DOUCET & ASSOCIATES
DFUGATE@DOUCETENGINEERS.COM

STATE OF TEXAS
REGISTERED
DILLON FUGATE
6360
PROFESSIONAL
LAND SURVEYOR

52.76 ACRE
EXHIBIT

TRAVIS COUNTY, TEXAS

DOUCET
Civil Engineering // Entitlements // Geospatial
7401 B. Highway 71 W, Ste. 160
Austin, TX 78735, Tel: (512)-583-2600
www.doucetengineers.com
TBPE Firm Number: 3937
TBPELS Firm Number: 10105800

Date:	07/11/2022
Scale:	N/A
Drawn by:	SWP
Reviewer:	DF
Project:	2403–001
Sheet:	4 OF 4
Field Book:	N/A
Party Chief:	ADM
Survey Date:	05/04/2022

X:\Departments\Geospatial\Projects\2403–001 Carlson 53 Tract\CAD\dwg\Active – Exhibits\52.76AC Carson Ln Exhibit Grid.dwg

Attachment 5
200' Notice Letter and Map

May 9, 2023

NOTICE OF A REZONING REQUEST

You are being notified because your property is located within two hundred (200) feet of this request. The map on the back of this page shows the lot making the request (red solid shape) and your lot within the notice area (blue line). This notice is to inform you of a public hearing to be held by the City Council on the item as denoted below:

> Project #202300056: 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 land from "R-1" Single Family Housing District to "R-2" Single Family & Duplex Dwelling District located on parcels of land known by the Travis County Appraisal District as Parcels 358800, 358801, & 358802, located between Carlson Ln. & Carlson Rd. across from Eagles Landing Ph. 2 (BEING A 52.76 ACRE TRACT OUT OF THE HENRY MARTIN SUVEY NUMBER 65, ABSTRACT 518, TRAVIS CO., TX), being more described in Exhibit "A"; and providing for a savings clause and repealing conflicting ordinances and resolutions. (Carlson Tract Rezoning).

With a public hearing as below:

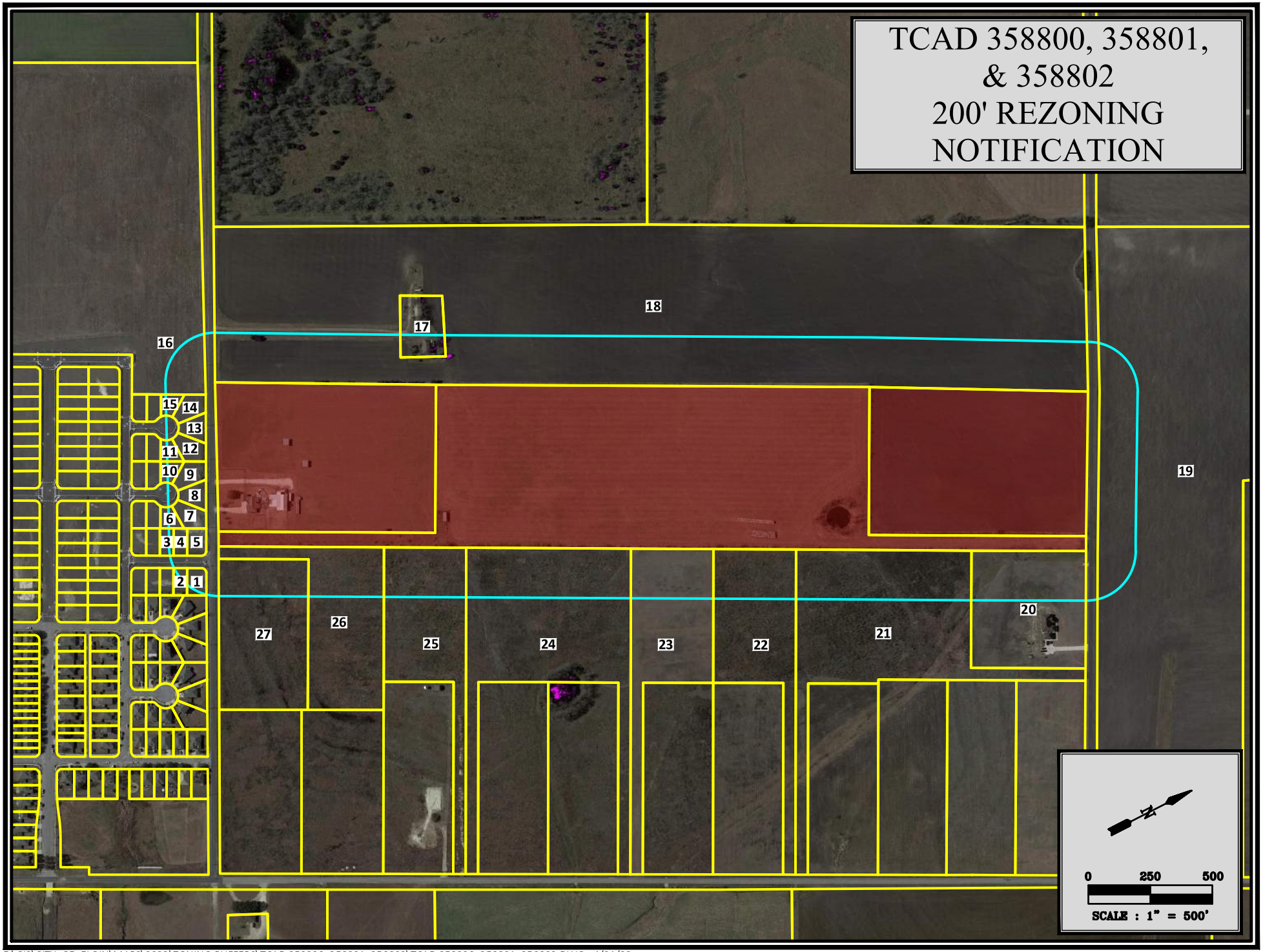
> By the Planning & Zoning Commission on May 22, 2023, beginning at 6:30 P.M. Central Standard Time (CST) for recommendation. This meeting is to be held at Elgin Public Library Annex (Civic Center) located at 404 N. Main St. Elgin, TX, 78621, U.S.A.
>
> By the City Council on June 6, 2023, beginning at 6:30 P.M. Central Standard Time (CST) for consideration. This meeting is to be held at Elgin Public Library Annex (Civic Center) located at 404 N. Main St. Elgin, TX, 78621, U.S.A.

The public is welcome to attend the meeting and may give a public comment on this item. Any person may be represented by an attorney.

Any interested person may also express written comments by emailing the Development Services Department at planninganddevelopment@elgintexas.gov or by postal mail at the following:

City of Elgin
Development Services Department
P.O. Box 591
Elgin, TX 78621 U.S.A.

Requests for any additional information may be directed to planninganddevelopment@elgintexas.gov or to (512) 281-0119.



F:\GIS\CITY_OF_ELGIN\MAPS\2023\ZONING BUFFERS\TCAD 358800, 358801, 358802\TCAD 358800, 358801, 358802.DWG - 4/21/23

Attachment 6
Proposed Applicant Development Plan

LAND USE SUMMARY

Residential	Total	Mix
60 x 120' SFD Residential	166 units	100.00 %
Residential Total:	166 units	
Gross Area:	52.8 acres	
Gross Density:	3.14 du/ac	
Detention:	4.8 acres	
Net Area:	48.0 acres	
Net Density:	3.46 du/ac	

* This is a proposal. This plan could be changed, and may result entirely different than what is shown. This proposal cannot be conditionally approved for the rezoning.

North

0 150 300 600

Scale: 1" = 300'

Date: February 27, 2023

SEC Planning, LLC
Land Planning + Landscape Architecture + Community Branding
AUSTIN, TEXAS
t 512.246.7003
www.secplanning.com + info@secplanning.com

LOTTING PLAN D
CARLSON TRACT

PRIMA VESTA LAND COMPANY, LLC
ELGIN, TEXAS

SHEET FILE: I:\210161-PVLC\Cadfiles\PLANNING\Lotting\Lotting D.dwg

Base mapping compiled from best available information. All map data should be considered as preliminary, in need of verification, and subject to change. This land plan is conceptual in nature and does not represent any regulatory approval. Plan is subject to change.

Elgin City Council Meeting
Agenda Item Executive Summary

ITEM: Election of the Mayor Pro-Tem by City Council

DEPARTMENT: Mayor and City Council

PROPOSED ACTION:

The election of the City of Elgin Mayor Pro-Tem as prescribed by the City Charter.

BACKGROUND:

The election of the Mayor Pro Tem is a routine event occurring after every Regular City Council Election. As it relates to this election/appointment, the City Charter stipulates that "The mayor pro shall be a council member elected by the council at the first regular council meeting following each regular city election" and that "The mayor pro tem shall act as mayor during the absence or disability of the mayor, and shall have power to perform every act the mayor could perform if present.

BUDGET/FINANCIAL IMPACT:

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

RECOMMENDATION:

Election of the Mayor Pro-Tem by City Council

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.
{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.