

Bastrop, TX City Council Meeting Agenda
Bastrop City Hall City Council Chambers
1311 Chestnut Street
Bastrop, TX 78602
(512) 332-8800



July 25, 2023

Community Partner Funding at 5:00 PM; Regular Council Meeting at 6:30 PM

City of Bastrop City Council meetings are available to all persons regardless of disability. If you require special assistance, please contact the City Secretary at (512) 332-8800 or write 1311 Chestnut Street, 78602, or by calling through a T.D.D. (Telecommunication Device for the Deaf) to Relay Texas at 1-800-735-2989 at least 48 hours in advance of the meeting.

The City of Bastrop reserves the right to reconvene, recess, or realign the Regular Session or called Executive Session or order of business at any time prior to adjournment.

PLEASE NOTE: ANYONE IN ATTENDANCE WISHING TO ADDRESS THE COUNCIL MUST COMPLETE A CITIZEN COMMENT FORM AND GIVE THE COMPLETED FORM TO THE CITY SECRETARY PRIOR TO THE START OF THE CITY COUNCIL MEETING. ALTERNATELY, IF YOU ARE UNABLE TO ATTEND THE COUNCIL MEETING, YOU MAY COMPLETE A CITIZEN COMMENT FORM WITH YOUR COMMENTS AT CITYOFBASTROP.ORG/CITIZENCOMMENT AT LEAST TWO HOURS BEFORE THE MEETING STARTS ON THE REQUESTED DATE. COMMENTS SUBMITTED BY THIS TIME WILL BE GIVEN TO THE CITY COUNCIL DURING THE MEETING AND INCLUDED IN THE PUBLIC RECORD, BUT NOT READ ALOUD. COMMENTS FROM EACH INDIVIDUAL IN ATTENDANCE WILL BE LIMITED TO THREE (3) MINUTES.

CALL TO ORDER - Community Partner Funding

1. COMMUNITY PARTNER FUNDING

- 1A. Receive presentation from Organizations applying for FY 2024 Community Support Funding.

Submitted by: Elisha Perkins, Executive Administrative Assistant to the Assistant City Manager

2. CALL TO ORDER REGULAR MEETING

3. PLEDGE OF ALLEGIANCE - Eli and Elizabeth Chavez

TEXAS PLEDGE OF ALLEGIANCE - Honor the Texas Flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.

4. **INVOCATION** - Phil Woods, Police Chaplain

5. **PRESENTATIONS**

5A. Mayor's Report

5B. Council Members' Report

5C. City Manager's Report

6. **WORK SESSIONS/BRIEFINGS - NONE**

7. **STAFF AND BOARD REPORTS**

7A. Receive presentation of the Proposed FY2024 Budget and announce that the Public Hearing on the FY2024 budget will be held on September 12, 2023, at 6:30pm at City Hall 1311 Chestnut Street.

Submitted by: Sylvia Carrillo, City Manager, ICMA-CM, CPM and Tracy Waldron, Chief Financial Officer

7B. Receive presentation on the unaudited Monthly Financial Report and Investment Report for the period ending June 30, 2023.

Submitted by: Tracy Waldron, Chief Financial Officer

8. **CITIZEN COMMENTS**

At this time, three (3) minute comments will be taken from the audience on any topic. Anyone in attendance wishing to address the Council must complete a citizen comment form and give the completed form to the City Secretary prior to the start of the City Council meeting. Alternately, if you are unable to attend the council meeting, you may complete a citizen comment form with your comments at www.cityofbastrop.org/citizencommentform at least two hours before the meeting starts on the requested date. Comments submitted by this time will be given to the City Council during the meeting and included in the public record, but not read aloud. In accordance with the Texas Open Meetings Act, if a citizen discusses any item not on the agenda, City Council cannot discuss issues raised or make any decision at this time. Instead, City Council is limited to making a statement of specific factual information or a recitation of existing policy in response to the inquiry. Issues may be referred to City Manager for research and possible future action.

It is not the intention of the City of Bastrop to provide a public forum for the embarrassment or demeaning of any individual or group. Neither is it the intention of the Council to allow a member of the public to slur the performance, honesty and/or integrity of the Council, as a body, or any member or members of the Council individually or collectively, or members of the City's staff. Accordingly, profane, insulting or threatening language directed toward the Council and/or any person in the Council's presence will not be tolerated.

9. CONSENT AGENDA

The following may be acted upon in one motion. A Council Member or a citizen may request items be removed from the Consent Agenda for individual consideration.

- 9A. Consider action to approve City Council minutes from the July 11, 2023, Regular meeting.

Submitted by: Ann Franklin, City Secretary

- 9B. Consider action to approve the second reading of Ordinance No. 2023-21 of the City Council of the City of Bastrop, Texas approving a Natural Gas Franchise Agreement to Universal Natural Gas, LLC (d/b/a Universal Natural Gas, Inc.) and its successors and assigns, for a period of ten (10) years from the effective date of this ordinance, a non-exclusive franchise and right to enter the public ways of the City of Bastrop, Texas for the transportation, distribution, and/or sale of gas to customers and the public generally in the City; defining the words and phrases therein; providing assignment, sale or lease or lease of the franchise; providing for use and repair of the public ways; providing for regulation of service; establishing depth of pipelines; providing for indemnification of the City of Bastrop; providing for inspection of Grantee's records; requiring Grantee to pay a Franchise Fee; providing for conditions of the Franchise; providing for construction of this ordinance upon invalidity of any part thereof; providing for acceptance of this Franchise by Grantee and both an effective and operative date thereof; repealing all other ordinances directly in conflict herewith; providing for severability; and providing for publication.

Submitted by: Tracy Waldron, Chief Financial Officer

- 9C. Consider action to approve the second reading of Ordinance No. 2023-22 of the City Council of the City of Bastrop, Texas, amending the Bastrop Code of Ordinances Chapter 14, the Bastrop Building Block (B3) Code, Article 3.1 Place Type Zoning Districts, and adding Article 3.4 Planned Development Districts; establishing standards and procedures; and providing for findings of fact, repealer, severability, codification, effective date, proper notice, and meeting.

Submitted by: Sylvia Carrillo, City Manager, ICMA-CM, CPM

- 9D. Consider action to approve Resolution No. R-2023-106 of the City Council of the City of Bastrop, approving the Certification of Additional Sales and Use Tax to Pay Debt Services; providing for a repealing clause; and providing for an effective date.

Submitted by: Tracy Waldron, Chief Financial Officer

10. ITEMS FOR INDIVIDUAL CONSIDERATION

- 10A. Consider action to approve Resolution No. R-2023-104 of the City Council of the City of Bastrop, Texas awarding a contract for the City of Bastrop Police & Court building roof to Horizon Roofing Specialists, in the amount of One Hundred Twenty-One Thousand Six Hundred Fifty-Seven Dollars and Zero Cents (\$121,657.00) as attached in Exhibit A; authorizing the City Manager to execute all necessary documents; providing for a repealing clause; and establishing an effective date.

Submitted by: Curtis Hancock, Director of Public Works

- 10B. Consider action to approve Resolution No. R-2023-105 of the City Council of the City of Bastrop, Texas to approve a professional services contract with Luck Design Team LLC, for the City of Bastrop Fairview Cemetery Improvements, Section 9 Development for a not to exceed amount of One Hundred and Twelve Thousand, Two Hundred and Ninety Nine Dollars (\$112,299.00); authorizing the City Manager to execute all necessary documents; providing a repealing clause; and establishing an effective date.

Submitted by: Artiss Powell, Project Manager

- 10C. Consider action to approve the first reading of Resolution No. R-2023-110 of the City Council of the City of Bastrop, Texas, approving a Revolving Loan Fund Program and the expenditure of Bastrop Economic Development Corporation funds in the amount of Thirty Thousand Dollars (\$30,000.00) for the program; repealing all resolutions in conflict; providing an effective date; and move to include on the August 8, 2023, Consent Agenda for second reading.

Submitted by: Sylvia Carrillo, ICMA-CM, CPM, City Manager & Interim Executive Director Bastrop Economic Development Corporation

- 10D. Consider action to approve Resolution R-2023-108 of the city council of the city of Bastrop, Texas, authorizing the city manager to execute all necessary documents related and to sell real property described as being a 25.01 acre tract of land out of the Stephen F. Austin survey, abstract number 2, Bastrop county, Texas, and being all of a called 25.000 acre tract, described to the city of Bastrop in volume 435, page 360 of the deed records of Bastrop county, Texas; said 25.01 acre tract being further described by metes and bounds as shown in exhibit a; providing for a repealing clause; and establishing an effective date.

Submitted by: Trey Job, Assistant City Manager

- 10E. Consider action to approve Resolution No. R-2023-102 of the City Council of the City of Bastrop, Texas, approving the posting of a notice for a public hearing to consider adoption of roadway impact fees.

Submitted by: Trey Job CPM, Assistant City Manager

- 10F. Consider action to approve Resolution No. R-2023-107 of the City Council of the City of Bastrop, Texas, approving certain contracts with the Capstick Development Group, Ltd, including a Purchase and Sale Agreement, Nondisclosure Agreement, and Professional Services Agreement, all related to the Pine Forest Unit 6 real estate project, and authorizing the City Manager to execute all necessary documents.

Submitted by: Trey Job CPM, Assistant City Manager

- 10G. Consider action to approve Resolution No. R-2023-111 of the City Council of the City of Bastrop, Texas approving a Public Improvement Plan Agreement with Culzean Enterprises, LLC for River Terrace Subdivision as attached in Exhibit A; authorizing the City Manager to execute all necessary documents; providing for a repealing clause; and establishing an effective date.

Submitted by: Trey Job CPM, Assistant City Manager

11. EXECUTIVE SESSION

- 11A. City Council shall convene into closed executive session pursuant to Texas Government Code section 551.071 and 551.072 to seek the advice of legal counsel related to acquisitions of real property interests and related matters for the Westside Wastewater Collection System Improvements and Wastewater Treatment Plant No. 3.
- 11B. City Council shall convene into closed executive session pursuant to Texas Government Code section 551.071 and 551.072 to seek the advice of legal counsel regarding Economic Development expenditures, incentives, sales taxes, certain real estate projects, and a possible hotel expansion.
- 11C. City Council shall convene into closed executive session pursuant to Texas Government Code Section 551.071 and 551.072 to seek the advice of legal counsel and discuss the potential real estate transaction relating to the Bastrop Fire Station.

12. TAKE ANY NECESSARY OR APPROPRIATE ACTION ON MATTERS POSTED FOR CONSIDERATION

13. ADJOURNMENT

All items on the agenda are eligible for discussion and action unless specifically stated otherwise.

The Bastrop City Council reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices), and 551.087 (Economic Development), and §551.086 (Competitive Matters regarding Electric Utility).

I, the undersigned authority, do hereby certify that this Notice of Meeting as posted in accordance with the regulations of the Texas Open Meetings Act on the bulletin board located at the entrance to the City of Bastrop City Hall, a place of convenient and readily accessible to the general public, as well as to the City's website, www.cityofbastrop.org and said Notice was posted on the following date and time: Thursday, July 20, 2023, at 6:00 p.m. and remained posted for at least two hours after said meeting was convened.

/s/Ann Franklin
Ann Franklin, City Secretary