

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



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**September 12, 2023**  
**Regular Council Meeting at 6:30 PM**

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*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.*

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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.**

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE** - Amanda (AJ) Garza & Layton North, Emile Elementary Safety Patrol

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

3. **INVOCATION** - Hardy Overton, Police Chaplain
4. **PRESENTATIONS**
  - 4A. Mayor's Report
  - 4B. Council Members' Report

4C. City Manager's Report

**5. WORK SESSIONS/BRIEFINGS**

5A. City Manager's monthly report.

**6. STAFF AND BOARD REPORTS - NONE**

**7. 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](http://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.*

**8. 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.**

8A. Consider action to approve City Council minutes from the August 22, 2023, Regular meeting; August 28, 2023, Special meeting; and August 30, 2023, Special.

Submitted by: Ann Franklin, City Secretary

8B. Consider action to approve the second reading of Ordinance No. 2023-30 of the City Council, of the City of Bastrop, Texas, reallocating \$167,000 of the Hotel Occupancy Tax fund previously allocated to the 4th quarter of Visit Bastrop "midyear adjustment" to fund repairs to the rodeo arena.

Submitted by: Mayor Lyle Nelson

- 8C. Consider action to approve second reading of Ordinance No. 2023-23 of the City of Bastrop, Texas amending the Bastrop City Code of Ordinances, adding Article 1.21 "Payment by Credit Card or Other Electronic Means"; and adding Appendix A, Fee Schedule, Section A1.21 "Payment by Credit Card or Other Electronic Means"; providing for a processing fee for credit card payment of fees, fines, court costs, and other charges; providing for a service charge if payment of credit card is not honored; providing for findings of fact, enactment, repealer, severability, effective date, codification, and proper notice of meeting.

Submitted by: Laura Allen, Senior Accountant

- 8D. Consider action to approve the second reading of Ordinance No. 2023-29 of the City Council of the City of Bastrop, Texas, amending the budget for the Fiscal Year 2023 in accordance with existing statutory requirements; appropriating the various amounts herein as attached in Exhibit A; repealing all prior ordinances and actions in conflict herewith; and establishing an effective date.

Submitted by: Laura Allen, Senior Accountant

## **9. ITEMS FOR INDIVIDUAL CONSIDERATION**

- 9A. Hold public hearing and discussion regarding the proposed zoning concept scheme change for a Planned Development District for certain properties out of the Nancy Blakey Survey Abstract 98 located at the northeast corner of State Highway 71 and Settlement Drive, within the city limits of Bastrop, Texas more commonly known as Reed Ranch.

Submitted by: Kennedy Higgins, Planner for Development Services

- 9B. Hold a public hearing and consider action to approve the first reading of Ordinance No. 2023-36 approving the Burleson Crossing East Zoning Concept Scheme, changing the zoning for 19.81 acres out of the Nancy Blakey Survey from P5 Core to a Planned Development District (PDD) with a P5 Core base zoning, as shown in attached as Attachment 2, located at the northeast corner of State Highway 71 and Edward Burleson Drive, within the city limits of Bastrop, Texas; and move to include on the September 19, 2023, agenda for second reading.

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

- 9C. Consider action to approve the first reading of Ordinance No. 2023-28 of the City Council, of the City of Bastrop, Texas, amending the Visit Bastrop Corporation budget, and creating a 4th amendment to the Visit Bastrop agreement; and move to include on the September 19, 2023, Council agenda for second reading.

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

- 9D. Hold public hearing and consider action to approve the first reading of Ordinance No. 2023-33 of the City Council of the City of Bastrop, Texas adopting a budget for the Fiscal Year 2023-2024 (October 1, 2023 through September 30, 2024) attached as Exhibit A; making certain appropriations; and providing that expenditures for said Fiscal Year be made in accordance with said budget; updating the Master Fee Schedule; providing a distribution; severability; repealer; an effective date; proper notice and meeting; and move to include on the September 19, 2023 agenda for a second reading.

Submitted by: Sylvia Carrillo, City Manager, and Laura Allen, Senior Accountant

- 9E. Hold public hearing and consider action to approve the first reading of Ordinance No. 2023-34 of the City Council of the City of Bastrop, Texas, adopting the tax roll, adopting the tax rate, and levying ad valorem taxes for the Fiscal Year 2023-2024 to provide revenue for the payment of budgeted municipal expenditures; and providing for tax assessment; records; severability; an effective date; and proper notice and meeting; and move to include on the September 19, 2023, Council Consent Agenda.

Submitted by: Sylvia Carrillo, City Manager, and Laura Allen, Senior Accountant

- 9F. Presentation and discussion on Transportation Impact Fees, Final Report and Collection Rates recommended by the Planning and Zoning Commission with potential action for adoption by the City Council at the September 26, 2023, meeting.

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

- 9G. Consider action to approve the first reading of Ordinance No. 2023-24 of the City Council of the City of Bastrop, Texas, annexing a tract of land described as 104.6+/- acres of land out of the Nancy Blakey survey, Abstract No. A98, located west of farm-to-market road 969, as shown in Exhibit A; providing for findings of fact, adoption, repealer, severability, filing and enforcement; establishing an effective date; providing for proper notice and meeting; and move to include on the September 19, 2023, agenda for second reading.

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

- 9H. Consider action to approve Resolution No. R-2023-140 of the City Council of the City of Bastrop, Texas, approving an agreement for Emergency Communications Services between Bastrop County and the City of Bastrop, attached as Exhibit A; authorizing the City Manager to execute all necessary documents; providing for a repealing clause; and establishing an effective date.

Submitted by, Vicky Steffanic, Chief of Police

- 9I. Consider action to approve the first reading of Ordinance No. 2023-31, of the City Council of the City of Bastrop, Texas, amending the Bastrop Code of Ordinances Chapter 14, the Bastrop Building Block (B3) Technical Manual, Article 4.1 Plat Submission; and providing for findings of fact, repealer, severability, codification, effective date, proper notice and meeting; and move to include on the September 19, 2023, agenda for second reading.

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

- 9J. Consider action to approve Resolution No. R-2023-134 approving the City Council of the City of Bastrop, Texas, approving the Bastrop Public Library to accept a grant in the amount of Two Thousand Five Hundred and 00/100 Dollars (\$2,500) from the Texas Book Festival for the purchase of 1st Reader books for use by library patrons, and establishing an effective date.

Submitted by: Bonnie Pierson, Library Director

- 9K. Consider action to approve Resolution No. R-2023-137 of the City Council of the City of Bastrop, Texas to forgive interest, totaling \$522.49, accrued on liens on property located at 2212 Pecan Street, owned by Mr. Syed Ahmed Ali; and authorize the execution of any lien releases upon payment by Mr. Ali of principal amounts totaling \$610.00.

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

- 9L. Consider action to approve Resolution No. R-2023-138 of the City Council of the City of Bastrop, Texas confirming the Youth Advisory Council appointments of the Mayor, as required in Section 3.08 of the City Charter; providing for a repealing clause; and establishing an effective date.

Submitted by: Terry Moore, Recreation Manager

- 9M. Consider action to approve Resolution No. R-2023-141 of the City Council of the City of Bastrop, Texas confirming annual board appointments of the Mayor, as required in Section 3.08 of the City's Charter, as outlined in Exhibit A; and establishing an effective date.

Submitted by: Mayor Lyle Nelson

- 9N. Consider action to approve Resolution No. R-2023-139 of the City Council of the City of Bastrop, Texas approving a professional services contract with MWM Design Group (MWM), for the Blakey Lane Extension project for a not to exceed amount of Six Hundred Seven Thousand Seven Hundred and Forty-Four Dollars and Fifty Cents (\$607,744.50); authorizing the City Manager to execute all necessary documents; providing a repealing clause; and establishing an effective date.

Submitted by: Fabiola M. de Carvalho, CFM, AMP MIAM, Director of Engineering and Capital Project Management

- 9O. Consider action to approve the first reading of Ordinance No. 2023-32 of the City Council of the City of Bastrop, Texas ("City") to amend Article 4.04 - Peddlers, Solicitors and Vendors and adopt Division 4 – Requirements Applicable for Mobile Food Vendors in the Bastrop, Texas Code of Ordinances; providing for findings of fact, purpose, adoption and amendment, repealer, severability, enforcement, effective date, and property notice and meeting, and move to include on the Council Consent Agenda on September 19, 2023.

Submitted by: Andres Rosales, Fire Chief

## **10. EXECUTIVE SESSION**

- 10A. City Council shall convene into closed executive session pursuant to Texas Government Code section 551.071 to seek the advice of legal counsel regarding Wastewater Treatment Plant & Collection System Improvements including contract compliance and invoice matters involving KSA Engineering, Inc.

- 10B. City Council shall convene into closed executive session pursuant to Texas Government Code section 551.071 to seek the advice of legal counsel regarding the Destination and Marketing Services Agreement with Visit Bastrop, City Council Resolution No. R-2023-129, and related information.

- 10C. City Council shall convene into closed executive session pursuant to Texas Government Code sections 551.071 and 551.072 to seek the advice of legal counsel and discuss the potential acquisition of real estate relating to the Agnes Street Extension project.

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

12. 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](http://www.cityofbastrop.org) and said Notice was posted on the following date and time: Thursday, September 7, 2023, at 7:00 p.m. and remained posted for at least two hours after said meeting was convened.

/s/Ann Franklin  
Ann Franklin, City Secretary