

**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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**January 10, 2023**  
**Regular City 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** - Nelle Salinas and Sophia Morales, Cedar Creek Middle School Student Council

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

- 3. INVOCATION** - Ketrich Steger, Pastor of The Refuge

**4. PRESENTATIONS**

- 4A. Mayor's Report

- 4B. Council Members' Report
- 4C. City Manager's Report
- 4D. City Attorney's Report
- 4E. A proclamation of the City Council of the City of Bastrop, Texas, recognizing January 16, 2023, as Dr. Martin Luther King, Jr. Day.

Submitted by: Ann Franklin, City Secretary

- 4F. Presentation of Lost Pines Christmas Parade Winners.

Submitted by: Kathy Danielson, Special Event Manager

## 5. WORK SESSIONS/BRIEFINGS - NONE

## 6. STAFF AND BOARD REPORTS

- 6A. Receive presentation of the Strategic Budget Planning Calendar for Fiscal Year 2023-2024.

Submitted by: Tracy Waldron, Chief Financial Officer

- 6B. Receive presentation on the unaudited Monthly Financial Report for the period ending November 30, 2022.

Submitted by: Tracy Waldron, Chief Financial Officer

## 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 December 13, 2022, Regular meeting; December 20, 2022, Special meeting; and January 3, 2022, Special meeting.

Submitted by: Ann Franklin, City Secretary

- 8B. Consider action to approve Resolution No. R-2023-04 of the City Council of the City of Bastrop, Texas confirming appointment by the Mayor of David Barrow to Place 9 of the Planning & Zoning Commission, as required in Section 3.08 of the City's Charter, and establishing an effective date.

Submitted by: Ann Franklin, City Secretary

- 8C. Consider action to approve the second reading of Ordinance No. 2022-16 of the City Council of the City of Bastrop, Texas, updating the Bastrop Code of Ordinances, adding Chapter 13, Article 13.13, Entitled "Licensing Agreement for Attachments to Utility Facilities"; adding Section 13.13.001, "General Provisions"; adding Section 13.13.002 "Standard Licensing Agreement for Attachments to Utility Facilities"; and providing for: findings of fact, enactment, enforcement, repealer and severability, establishing an effective date, proper notice and meeting.

Submitted by: Tracy Waldron, Chief Financial Officer

- 8D. Consider action to approve the second reading of Ordinance No. 2022-28 to adopt the 2023 Schedule of Uniform Submittal Dates for Site Plans, Place Type Zoning changes, Plats, Public Improvement Plans, and Neighborhood Regulating Plans in accordance with the Bastrop Building Block (B<sup>3</sup>) Code Section 2.3.004 Annual Adoption of Schedule of Uniform Submittal Dates, and the Bastrop Building Block (B<sup>3</sup>) Technical Manual Section 1.2.002 Uniform Submittal Dates, as shown in Exhibit A.

Submitted by: Jennifer C. Bills, Director of Planning & Development

- 8E. Consider action to approve Resolution No. R-2023-07 of the City Council of the City of Bastrop, Texas approving the Bastrop Police Department to accept a grant from the U.S. Department of Justice's FY2023 General Victim Assistance Grant Program for a Victim's Assistant Specialist at a total cost of Sixty-Two Thousand three hundred seventy-six dollars and eighty-seven cents (\$62,376.87) with no matching funds from the City of Bastrop; authorizing the Chief of Police or Interim Chief of Police as the Grantee's Authorized Official; providing for a repealing clause; and establishing an effective date.

Submitted by: Tracy Waldron, Chief Financial Officer

- 8F. Consider action to approve Resolution No. R-2023-03 of the City Council of the City of Bastrop, Texas confirming appointment by the Mayor of Merrique Deschamault to Place 10 and Debora Acosta to Place 12 of the Youth Advisory Council, as required in Section 3.08 of the City's Charter, and establishing an effective date.

Submitted by: Candice Butts, Main Street Manager

- 8G. Consider action to approve Resolution No. R-2023-01 of the City Council of the City of Bastrop, Texas, approving the City of Bastrop Public Library Circulation Policy, attached as Exhibit A; providing for bi-annual review; providing for a repealing clause; and establishing an effective date.

Submitted by: Bonnie Pierson, Library Director

- 8H. Consider action to approve Resolution No. R-2023-08 of the City Council of the City of Bastrop, Texas, approving a change order with O.R. Colan Associates LLC in the amount of Forty-one thousand dollars and zero cents (\$41,000.00); authorizing the City Manager to execute all necessary documents; providing for findings of fact, repealer, and severability; establishing an effective date.

Submitted by: Trey Job, Assistant City Manager

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

- 9A. Consider action to approve Resolution No. R-2023-06 of the City Council of the City of Bastrop, Texas, establishing priorities for the 88th Legislative Session in Texas, and authorizing the Mayor, Mayor Pro-Tem, City Manager, and City Attorney to communicate with the Office of the Governor and Texas Legislature on behalf of the City of Bastrop, Texas.

Submitted by: Sylvia Carrillo, City Manager

- 9B. Consider action to approve Resolution No. R-2023-02 of the City Council of the City of Bastrop, Texas, calling for and establishing the procedures for a May 6, 2023, General Election for Bastrop, Texas; and providing an effective date.

Submitted by: Ann Franklin, City Secretary

- 9C. Consider action to approve Resolution No. R-2023-05 of the City Council of the City of Bastrop, Texas, approving a contract for election services between the Elections Administrator of Bastrop County and the City of Bastrop for the May 6, 2023, General Election for Bastrop, Texas, attached as Exhibit A; authorizing the City Manager to execute all necessary documents; and providing an effective date.

Submitted by: Ann Franklin, City Secretary

## **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 pending legal matter Cause No. 1:20-cv-00317-LY-DH in U.S. District Court .

- 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 law related to Request for Proposals for Municipal Solid Waste Collection and Disposal Services.

- 10C. City Council shall convene into closed executive session pursuant to Texas Government Code section 551.071 to seek the advice of legal counsel regarding communications with parties represented by legal counsel and engaged in actual or threatened litigation.

11. TAKE ANY NECESSARY OR APPROPRIATE ACTION ON MATTERS POSTED FOR CONSIDERATION IN CLOSED/EXECUTIVE SESSION

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, January 5, 2023, at 5:30 p.m. and remained posted for at least two hours after said meeting was convened.

/s/Ann Franklin  
Ann Franklin, City Secretary