

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



---

**March 25, 2025**  
**Regular City Council Meeting at 6:30 PM**  
**AMENDED in RED**

---

*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](http://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** - LaVonn Bidell and Parker Runnels, Emile Elementary SWAT Team

**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, City of Bastrop Police Chaplain

**4. EXECUTIVE SESSION**

- 4A. City Council shall convene into closed executive session pursuant to Texas Government Code Section 551.071 and Section 551.072 to seek the advice of legal counsel and to deliberate regarding the proposed real estate acquisition of a waterline easement across

property located at 243 State Highway 304, related to the Westside Collection System Project.

- 4B. 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 regarding acquisitions of real estate related to the West Side Collection System Project and Agnes Street; and pending litigation in the following pending proceeding in the Bastrop County Court at Law No. 1: Cause No. 20-20284 and Cause No. 23-21970, City of Bastrop v. John A. & Tina T. Nixon.

- 4C. City Council shall convene into a closed executive session pursuant to Texas Government Code Section 551.071 to seek the advice of legal counsel regarding the findings of the forensic accounting audit in the matter of City of Bastrop v. KSA Engineers.

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

**6. PRESENTATIONS**

- 6A. Mayor Pro Tem's Report

- 6B. Council Members' Report

- 6C. City Manager's Report

- A. Citywide Clean Sweep

- B. Comprehensive Plan Update & Workshop – April 24<sup>th</sup> at City Hall – 4-6 pm, Public and Planning and Zoning joint City Council worksession at 6 pm

- C. TML Midyear and Legislative Update

- D. Microchipping Open House – April 2, 2025 at 530 – 7pm – City Hall

- E. North End Prairie Townhall Meeting 3.31.25 at 6pm – Convention Center

- F. Wastewater tour – Castroville and Buda

- G. Finance Director – Judy Sandrussi

- H. Historic Bridge update

- I. Road Maintenance Update

- J. City Secretary Update

- 6D. PROCLAMATION - 2025 National Wildlife Foundation Mayors' Monarch Pledge.

Submitted by: Terry Moore, Parks and Recreation Director / Victoria Psencik, Assistant City Secretary

**7. WORK SESSIONS/BRIEFINGS**

- 7A. Wastewater Workshop Summary

Submitted by Curtis Hancock, Water and Wastewater Department Director

**8. FINANCIAL TRANSPARENCY AND BUDGET PREPARATION**

- 8A. Receive a presentation on the unaudited financial statement as of February 28, 2025.

Submitted by: Laura Allen, Assistant Finance Director

- 8B. Review and discuss the Bastrop Public Library and the Streets and Drainage Fund.

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

**9. 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.*

**10. 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.**

- 10A. Consider, and act on the second reading of Ordinance No. 2025-28, amending the Master Fee Schedule for tree mitigation fees and amending the Code of Ordinances Chapter 1 "General Provisions", adding Section 1.13.05 "Trees on Private Property"; amending the Bastrop Building Block (B3) Code, Section 6.3.004 "Protected & Heritage Trees, adding subsection (j) Administrative Decision; establishing fees and the penalty for violation.

Submitted by: James E. Cowey, Director of Development Services

- 10B. Consider and act on second reading of Ordinance No. 2025-30, amending the FY 2024-25 budget by reducing the Hotel Occupancy Tax (HOT) Reserve amount by \$350,000 and increasing the Hotel Occupancy Tax (HOT) Fund operating expenses by \$350,000.

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

- 10C. Consider and act on Resolution No. R-2025-65, approving the Eleventh Amended Bylaws of the Bastrop Economic Development Corporation.

Submitted by: Sylvia Carrillo-Trevino, ICMA-CM, CPM, City Manager and BEDC Interim Executive Director

- 10D. Consider and act to approve the Bastrop City Council meeting minutes from the Tuesday, March 11, 2025, Regular Meeting.

Submitted by: Victoria Psencik, Assistant City Secretary

- 10E. Consider and act on Resolution 2025-71 awarding a \$20,000 grant from the Hotel Occupancy Tax Fund to SRE Promotions, LLC for event known as the Corvette Invasion.

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

- 10F. Consider and act on Resolution No. R-2025-66, approving a Public Improvement Plan Agreement with Longhorn Opportunity Fund, for Pecan Park Commercial Block 8, Lots 2-4 & 6-7, as attached in Exhibit A.

Submitted by: Andres Rosales, Assistant City Manager

## **11. ITEMS FOR INDIVIDUAL CONSIDERATION**

- 11A. A. Consider and act on the second reading of Ordinance No. 2025-31, authorizing the appointment of Caroline A. McClimon, JD, as Presiding Municipal Judge of the City of Bastrop Municipal Court; and appointing said Judge for a 2-year term effective March 11, 2025.

B. Swearing Oath of Office of Presiding Municipal Judge Caroline A. McClimon, JD, by The Honorable Chris Duggan, State District Judge, District 423

Submitted by: Andres Rosales, Assistant City Manager

- 11B. Conduct a public hearing, consider and act on the first reading of Ordinance No. 2025-34, for a Zoning Concept Scheme request to rezone the project site from P5 Core to Planned Development District ("PDD") with a base district of P5 Core, for the area described as being 43.112 +/- acres out of the Nancy Blakey Survey, Abstract 98, located at 540 W SH 71 Bastrop, TX 78602, within the city limits of Bastrop, Texas; and move to include on the April 8, 2025, Consent Agenda for the second reading.

Submitted by: James E. Cowey, Director of Development Services

- 11C. A. Conduct a public hearing and consideration of Ordinance 2025-38 Levying Special Assessments For, And Apportioning The Costs Of, Certain Improvements To Property In And For The Valverde Public Improvement District Improvement Area #1; Fixing A Charge And Lien Against All Properties Within The District, And The Owners Thereof; Providing For The Manner And Method Of Collection Of Such Assessments; Making A Finding Of Special Benefit To Property In The District And The Real And True Owners Thereof; Approving A Service And Assessment Plan; Providing A Severability Clause; And Providing An Effective Date.

B. Consideration of Ordinance 2025-39 Authorizing The Issuance Of The "City Of Bastrop, Texas Special Assessment Revenue Bonds, Series 2025 (Valverde Public Improvement District Improvement Area #1 Project)"; Approving And Authorizing An Indenture Of Trust, A Bond Purchase Agreement, An Offering Memorandum, A Continuing Disclosure Agreement And Other Agreements And Documents In Connection Therewith; Making Findings With Respect To The Issuance Of Such Bonds; And Providing An Effective Date

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

- 11D. Consider and act on the first reading of Ordinance No. 2025-37, amending the Bastrop Code of Ordinances Chapter 13 - Utilities, Article 13.02 Water and Wastewater Rates and Charges, Section 13.02.003 Sewer Connection and Tapping Fees, by enacting Section 13.02.003 (b)(1-13); and move to include on the April 8, 2025 Consent Agenda.

Submitted by: Viviana Nicole Andres, Assistant to the City Manager

- 11E. Consider and act on Ordinance No. 2025-40 to amend the B3 Technical Manual Table 1.4.001A, Development Application Approval Process

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

## 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 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: March 21, 2025 at 1:00 p.m.. and remained posted for at least two hours after said meeting was convened.

/s/Victoria Psencik  
Victoria Psencik, Assistant City Secretary