



February 25, 2025
Regular City 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.

1. CALL TO ORDER

- 2. PLEDGE OF ALLEGIANCE** - Mitchael Clardy and Jack Reynolds, Mina Elementary
Harry Potter Book Club

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

- 3. INVOCATION** - Phil Woods, 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 regarding the possible acquisition of property adjacent to Blakey Lane.
- 4B. City Council shall convene into closed executive session pursuant to Texas Government Code Sections 551.071, 551.072, and 551.087 to seek the advice of legal counsel

regarding the real estate and economic development aspects of a potential development of a Qualified Hotel Project.

- 4C. 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 law as it applies to sign regulations for Digital Billboards (i.e., Off-Premises Electronic Message Centers with LED Lights).
- 4D. City Council shall convene into closed executive session pursuant to Texas Government Code Sections 551.072 and 551.087 to seek the advice of legal counsel regarding the Mike's Bikes License Agreement.
- 4E. City Council shall convene into closed executive session pursuant to Texas Government Code Sections 551.072 and 551.087 to seek the advice of legal counsel regarding an economic development agreement with Burleson Crossing East.

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

6. PRESENTATIONS

- 6A. Mayor Pro Tem's Report
- 6B. Council Members' Report
- 6C. City Manager's Report
 - 1. Election Update
 - 2. Vacant Position Update
 - 3. Rideshare Update
 - 4. Galvanized Pipe Update

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

- 6D. PROCLAMATION - In Memory of Rose LaCynthia Clemons

7. WORK SESSIONS/BRIEFINGS

- 7A. Presentation of Annual Work Plan by City of Bastrop Boards & Commissions pursuant to Code Of Ordinances, Chapter 1 "General Provisions", Article 1.04 "Boards, Committees and Commissions", Section 1.04.002 "Procedures":

- * Bridging Bastrop Board
- * Fairview Cemetery Advisory Board
- * Construction Standards Board of Adjustment & Appeals
- * Cultural Arts Commission
- * Bastrop Economic Development Corporation Board
- * Ethics Commission
- * Historic Landmark Commission
- * Housing Authority Board
- * Hunters Crossing Local Government Corporation Board

- * Main Street Advisory Board
- * Parks & Recreation/Public Tree Advisory Board
- * Planning & Zoning Commission
- * Public Library Board
- * Zoning Board of Adjustment

- 7B. Discuss and recommend a proposed process for City Council members to request training opportunities.

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

8. FINANCIAL TRANSPARENCY AND BUDGET PREPARATION

- 8A. Receive a presentation on the unaudited Monthly Financial Report for the period ending January 2025.

Submitted by: Laura Allen, Assistant Finance Director

- 8B. Review and discuss the Bastrop Police Department Budget and the Hotel Occupation Tax (HOT) 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 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. 2025-07, establishing and adopting a short-term rental registration process; amending the Bastrop Code of

Ordinances, Chapter 4, by enacting Article 4.13, Sections 4.13.001 – 4.13.012 titled “Short Term Rentals.”

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

- 10B. Consider and act on the second reading of Ordinance No. 2025-10, of the City Council of the City of Bastrop, Texas, amending the Code of Ordinances, related to Chapter 14, The Bastrop Building Block (B3) Code, Article 6.3 General Lot Standards, 6.3.004 PROTECTED & HERITAGE TREES (e).

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

- 10C. Consider and act on the second reading of Ordinance No. 2025-11, of the City Council of the City of Bastrop, Texas, amending the Code of Ordinances, related to Chapter 14, The Bastrop Building Block (B3) Code, Article 6.3 General Lot Standards, 6.3.004 PROTECTED & HERITAGE TREES adding (c) and (d) (1), (2), (3), and (4); 6.3.004 PROTECTED & HERITAGE TREES changing (e) (1), (4), and adding (4) (A) and (B), and (6); 6.3.004 PROTECTED & HERITAGE TREES changing (f) (1), (4), and adding (4) (A) and (B) and (6); 6.3.004 PROTECTED & HERITAGE TREES adding (g)(1) (A), (B) and (C) and (h) (1) and (2); 6.3.004 PROTECTED & HERITAGE TREES adding (i) (2).

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

- 10D. Consider and act on the second reading of Ordinance No. 2025-12, amending the Code of Ordinances, related to Chapter 14, The Bastrop Building Block (B3) Code, Chapter 10, definitions, adding definitions for Native Plants, Invasive Plants, and ISA-Certified Arborist.

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

- 10E. Consider and act on the second reading of Ordinance No. 2025-13, amending the Code of Ordinances, related to Chapter 14, The Bastrop Building Block (B3) Technical Manual, TABLE 2.1.003 Preferred Plant List.

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

- 10F. Consider and act on the first reading of Ordinance No. 2025-06 amending Chapter 15, Article 15.01 “Cemeteries” of the Bastrop Code of Ordinances; and Appendix A “Fee Schedule,” Article A15.01 “Fairview Cemetery” to reflect an increase in fees for the purchase of cemetery plots, burial open/close fees, and establishing a price for columbarium niches; and move to include on the March 11, 2025, consent agenda for a second reading.

Submitted by: Laura Allen, Assistant Finance Director

- 10G. Consider and act on the first reading of Ordinance No. 2025-16, adopting the Master Fee Schedule; repealing the Appendix A “Fee Schedule” of the Code of Ordinance; amending certain fees and establishing cost and fees charged by the City of Bastrop; providing for a penalty for a violation of Chapter 1 Article 1.01 Section 1.01.009 of the City Code of Ordinances; and move to place on the March 11, 2025, consent agenda for the second reading.

Submitted by: Andres Rosales, Assistant City Manager

- 10H. Consider and act on the first reading of Ordinance No. 2025-18, adopting a local property tax exemption for qualifying child-care facilities, as defined by Texas Tax Code 11.36, and amending Chapter 11 "Taxation" of the Code of Ordinances of the City of Bastrop, Texas by adding Article 11.05 "Child-care Facility Exemption"; and move to include on the March 11, 2025, consent agenda for a second reading.

Submitted by: Andres Rosales, Assistant City Manager

- 10I. Consider and act on the first reading of Ordinance No. 2025-17, amending Code of Ordinances Chapter 2 "Animal Control", Article 2.02 "Vaccination and Licensing of Dogs and Cats" and Article 2.04 "Impoundment", removing Section 2.02.004 "License Tag and Collar."; amending Section 2.02.008 "Licensing and Fees" to "Pet Registration Requirement" and removing subsection (a)-(c); removing Section 2.04.006 "Confinement of Female Dogs and Cats during estrus"; move to include on the March 11, 2025, consent agenda for a second reading.

Submitted by: Robert McBain, Animal Control/Code Compliance

- 10J. Consider and act on the first reading of Ordinance 2025-15, amending Code of Ordinances Chapter 1 "General Provisions", Article 1.20 "Uniformity of Requirements", amending Section 1.20.015 Appeal of Board of Adjustment to Appeal of City Council, Amending subsection (a) and (c), removing subsection (b) and (d); and move to include on the March 11, 2025, consent agenda for a second reading.

Submitted by: Andres Rosales, Assistant City Manager

- 10K. Consider and act on the first reading of Ordinance No. 2025-20 amending Sec. 1.04.002 Membership, terms of the Code of Ordinances to remove any elected official from appointed boards or commissions when their term ends either by election or resignation; and move to include on the March 11, 2025, consent agenda for the second reading.

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

- 10L. Consider and act to approve the following Bastrop City Council meeting minutes:

1. Tuesday, February 11, 2025, Regular Meeting.

Submitted by: Victoria Psencik, Assistant City Secretary

- 10M. Consider and act on Resolution No. R-2025-41, enacting a policy regarding rules and procedures for the Bastrop Economic Development Corporation.

Sylvia Carrillo-Trevino, ICMA-CM, CPM, Interim Executive Director and City Manager

- 10N. Consider and act on Resolution No. R-2025-51, amending the Rules of Procedure providing for a process for the City Council to engage legal services of the City Attorney.

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

- 10O. Consider and act on Resolution No. R-2025-33, accepting a donation for engineered wood fiber kiddie mulch for Bob Bryant Park Playground and Kerr Community Park playground in the amount of \$17,057 from Ascension Catholic Church as part of the Toyota Way Forward Fund Grant.

Submitted by: Terry Moore, Parks & Recreation Director

- 10P. Consider and act on Resolution No. R-2025-40, ratifying an application for the SFY 2024-2025 Flood Infrastructure Fund (FIF) for a grant of \$14,988,181 (fourteen million nine hundred eighty-eight thousand one hundred eighty-one dollars) for flood mitigation improvements along Gills Branch.

Submitted by: Laura Allen, Assistant Finance Director

- 10Q. Consider and act on Resolution No. R-2025-45, to approve the City of Bastrop Police Department to apply for a grant from the Department of Justice (JAG) for Seventy-two thousand, seventy-two dollars and fifteen cents (\$72,072.15) for a FARO Focus Core 3D scanner, with a battery power block, tripods, 360-degree camera, Panocam mount, software, subscriptions, and 16 hours of training, with no matching funds from the City of Bastrop; authorizing the Chief of Police as the grantee's authorized official.

Submitted by: Vicky Steffanic, Chief of Police

- 10R. Consider and act on Resolution No. R-2025-44, to approve the City of Bastrop to apply for a grant from the Department of Justice (JAG) for ten thousand, three hundred, sixty-one dollars and eighty-eight cents (\$10,361.88) for an aerial drone, with no matching funds from the City of Bastrop; authorizing the Chief of Police as the grantee's authorized official.

Submitted by: Vicky Steffanic, Chief of Police

- 10S. Consider and act on Resolution No. R-2025-42, to approve the City of Bastrop Police Department to apply for a grant from the Department of Homeland Security for thirty thousand, seven hundred dollars (\$30,700.00) for a Law Enforcement, moveable, camera trailer, with no matching funds from the City of Bastrop; authorizing the Chief of Police as the grantee's authorized official.

Submitted by: Vicky Steffanic, Chief of Police

- 10T. Consider and act on Resolution No. R-2025-43, to approve the City of Bastrop Police Department to apply for a grant from the Lower Colorado River Authority (LCRA) for eighteen thousand, three hundred and eighty-four dollars (\$18,384.00) for a Rescue Boat and Trailer, with three thousand, six hundred and seventy-seven dollars (\$3,677.00) in matching funds from the City of Bastrop; authorizing the Chief of Police as the grantee's authorized official.

Submitted by: Vicky Steffanic, Chief of Police

- 10U. Consider and act on Resolution No. R-2025-48, authorizing a license to encroach agreement with MAJCO, LLC for property known as Chambers Street and adjacent to 1501 Chestnut Street for an encroachment into the Public Right-of-Way for use of a portion of the property for a paved driveway and parking area for use by customers, as attached in Exhibit B of the License Agreement.

Submitted by: Andres Rosales, Assistant City Manager

11. ITEMS FOR INDIVIDUAL CONSIDERATION

- 11A. Conduct a public hearing, consider and act on the first reading of Ordinance No. 2025-08, authorizing an update and amending Bastrop Code of Ordinances, Chapter 13, Article

13.12, entitled "Impact Fees", updating the land use assumptions, Capital Improvement Plan and amending Impact Fees for Wastewater Utilities, as attached in Exhibits A-C; and move to include on the March 11, 2025, agenda for a second reading.

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

- 11B. Consider and act on Resolution No. R-2025-52 authorizing the reallocation of funding for the Blakey Lane extension.

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

- 11C. A. Consider and act on Resolution No. R-2025-49, authorizing the City Manager to enter into a Sports License Agreement for the use of the Rusty Reynolds Fields by Bastrop Little League.

B. Consider and act on Resolution No. R-2025-50, authorizing the City Manager to enter into a Sports License Agreement for the use of the Rusty Reynolds Fields by Bastrop Youth Baseball & Softball Organization.

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

- 11D. Consider and act on the first reading of Ordinance No. 2025-14, apportioning the costs of certain improvements to property in and for the Valverde Public Improvement District 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; and move to include on the March 11, 2025, consent agenda for a second reading.

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

- 11E. Consider and act on Resolution No. R-2025-23, determining costs of the proposed Public Improvements in the Valverde Public Improvement District, approving a proposed assessment roll for improvement area #1, and making related findings and determinations, in accordance with Chapter 372 of the Texas Local Government Code.

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

- 11F. Consider and act on Resolution No. 2025-22, approving the form and authorizing the distribution of a preliminary limited offering memorandum for "City of Bastrop, Texas Special Assessment Revenue Bonds, Series 2025 (Valverde Public Improvement District)".

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 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: Friday, February 21, 2025 at 5:30 p.m. and remained posted for at least two hours after said meeting was convened.

/s/Victoria Psencik
Victoria Psencik, Assistant City Secretary