

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



January 28, 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** - Jaliagh Ledunah and Olivia Alonge, Bastrop Middle School National Junior Honor Society (NJHS)

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

- 3. INVOCATION** - Robert Oliver, City of Bastrop Police Chaplain

4. PRESENTATIONS

- 4A. Mayor Pro Tem's Report

- 4B. Council Members' Report

4C. Announce the winners of the Christmas Parade.

Submitted by: Kathy Danielson, Community Engagement Director

4D. Year in Review Presentation.

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

4E. Presentation regarding Mardi Gras

Submitted by: Kathy Danielson, Community Engagement Director

5. **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.

6. **WORK SESSIONS/BRIEFINGS**

6A. Discussion regarding the process for engaging legal counsel from the Interim City Attorney, Denton Navarro Rodriguez Bernal Santee & Zech, P.C. (DNRBSZ).

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

6B. Discussion and possible action regarding the process for City Council members to request training opportunities.

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

7. **FINANCIAL TRANSPARENCY AND BUDGET PREPARATION**

Financial reports will be provided each council meeting. Two departments per meeting. This serves to inform the public of the city's financial health and also prepare the council and public for the upcoming budget season.

7A. Receive a presentation of the unaudited financial monthly reports for October 2024.

Submitted by: Edi McIlwain, Chief Financial Officer

- 7B. Receive presentation of the Strategic Budget Planning Calendar for Fiscal Year 2025-2026.

Submitted by: Edi McIlwain, Chief Financial Officer

- 7C. Discuss and provide possible direction to staff regarding the Debt Service Fund.

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

- 7D. Discuss and provide possible direction to staff regarding the General Fund - Parks and Recreation Department.

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

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 and act to approve the following Bastrop City Council meeting minutes:

1. Tuesday, December 3, 2024, Joint Council and Bastrop EDC Meeting;
2. Tuesday, January 14, 2025, Regular Meeting;
3. Wednesday, January 16, 2025, Joint Council and Planning and Zoning Commission Workshop; and
4. Friday, January 17, 2025, Special Meeting.

Submitted by: Victoria Psencik, Assistant City Secretary

- 8B. Consider and act on Resolution No. R-2025-18, granting Historic Landmark status for 0.817 acres out of Farm Block 16 West of Main Street within the City Limits of the City of Bastrop, Texas, as attached in Exhibit A; providing for findings of fact; providing for a repealing clause; and establishing an effective date.

Submitted by: Kennedy Higgins, Senior Planner Development Services / Historic Preservation Officer

- 8C. Consider and act on Resolution No. R-2025-19, accepting a donation from H.E.B. in the amount of \$2,000.00 (Two Thousand Dollars) and \$500.00 (Five Hundred Gift Card) for the upcoming Bastrop Mardi Gras Event being held in Downtown Bastrop, TX, on Saturday, February 1, 2025; providing for findings of fact; providing for a repealing clause; and establishing an effective date.

Submitted by: Kathy Danielson, Community Engagement Director

- 8D. Consider and act on Resolution No. R-2025-20, accepting a donation from Bluebonnet Electric Cooperative in the amount of \$3,500.00 (Three Thousand Five Hundred Dollars) for the upcoming Bastrop Mardi Gras Event being held in Downtown Bastrop, TX, on

Saturday, February 1, 2025; providing for findings of fact; providing for a repealing clause; and establishing an effective date.

Submitted by: Kathy Danielson, Community Engagement Director

- 8E. Consider and act on the second reading of Ordinance No. 2025-04, 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 6.5 Building Types, Section 6.5.003 BUILDING STANDARDS PER PLACE TYPE A – LOT OCCUPATION (table) and Section 6.3.008 LOT OCCUPATION (a) and (b) as attached in Exhibit A; and providing for findings of fact, repealer, severability, codification, effective date, proper notice, and meeting.

Submitted by: Kennedy Higgins, Senior Planner, Development Services

- 8F. Consider and act on the second reading of Ordinance No. 2025-03 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, Section 6.3.007 CROSS ACCESS CONNECTIONS (a) as attached in Exhibit A; and providing for findings of fact, repealer, severability, codification, effective date, proper notice and meeting.

Submitted by: Kennedy Higgins, Senior Planner, Development Services

- 8G. Consider and act on the second reading of Ordinance No. 2025-02 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 6.5 Building Types, Section 6.5.003 BUILDING STANDARDS PER PLACE TYPE A. Lot Occupation as attached in Exhibit A; and providing for findings of fact, repealer, severability, codification, effective date, proper notice, and meeting.

Submitted by: Kennedy Higgins, Senior Planner, Development Services

- 8H. Consider and act on the second reading of Ordinance No. 2024-44 of the City Council of the City of Bastrop, Texas, approving the zoning change for 10.56 +/- acres out of Nancy Blakey Survey Abstract 98, located west of FM 969, within the City of Bastrop from P2 Rural to P5 Core as shown in Attachment 2; providing for findings of fact; providing for repealer; providing for severability; providing for enforcement; providing for proper notice and meeting; and establishing an effective date.

Submitted by: Kennedy Higgins – Senior Planner, Development Services

- 8I. Consider and act on the second reading of Ordinance No. 2025-05, amending the budget for the Fiscal Year 2025 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: Edi McIlwain, Chief Financial Officer

- 8J. Consider and act to approve Resolution No. R-2025-24, approving the Bastrop Cultural Arts Commission to accept a grant in the amount of Fifteen Thousand and 00/100 Dollars (\$15,000) from the Texas Commission on the Arts for a Cultural Arts District Project; authorizing the City Manager to execute all necessary documents; and providing a repealer; and establishing an effective date.

Submitted by: Michaela Joyce, Main Street Manager

- 8K. Consider action to approve Resolution No. R-2025-25 of the City Council of the City of Bastrop, Texas, approving the Bastrop Cultural Arts Commission to accept a grant in the amount of Eight Thousand and 00/100 Dollars (\$8,000) from the Texas Commission on the Arts for a Cultural Arts District Project; authorizing the City Manager to execute all necessary documents; and providing a repealer; and establishing an effective date.

Submitted by: Michaela Joyce, Main Street Manager

9. ITEMS FOR INDIVIDUAL CONSIDERATION

- 9A. Consider and act on Resolution No. R-2025-26, approving of the Bastrop Bird Junction Project proposed nine (9) locations, and proposed outdoor Bird Sculptures, and consider action to approve the next round of proposed locations and proposed outdoor Bird Sculptures for locations three (3), four (4), and six (6) as identified in Exhibit A, located within the City Limits of Bastrop, Texas; authorizing the execution of all necessary documents; and providing for findings of fact, repealer, severability, effective date, proper notice, and meeting.

Submitted by: Michaela Joyce, Main Street Manager

- 9B. Consider and act on Resolution No. R-2025-28, approving the execution of a term contract with Holbrook Asphalt Company in the amount not to exceed Eight Hundred Fifty-Five Thousand and 00/100 Dollars (\$855,000.00) for the purchase of high-density mineral bond seal ("HA5") treatment for asphalt pavement and traffic control through use of the City of Hurst Interlocal Purchasing Agreement previously approved by Resolution No. R-2024-16; authorizing the execution of all necessary documents; upon request and providing for findings of fact, repealer, severability, effective date, proper notice, and meeting.

Submitted by: Andres Rosales, Assistant City Manager

- 9C. Consider and act on Resolution No. R-2025-22, approving of the form and authorizing the distribution of a preliminary limited offering memorandum for "City of Bastrop, Texas Special Assessment Revenue Bonds", Series 2025; providing for findings of fact; repealer, severability, proper notice, meeting; and establishing an effective date.

Submitted by: Edi McIlwain, Chief Financial Officer

- 9D. 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; as shown in Exhibit A; and making related findings and determinations, in accordance with Chapter 372 of the Texas Local Government Code; providing for findings of fact; repealer, severability, proper notice, meeting; and establishing an effective date.

Submitted by: Edi McIlwain, Chief Financial Officer

- 9E. Consider and act on Resolution No. R-2025-21, approving Change Order #2 with BAR Constructors, Inc. for a **deduction** of Thirty-One Thousand, Three Dollars and Fifty Cents (-\$31,003.50) to the contract price and an **addition** of Seventy-Eight (78) calendar days to the contract time; officially granting full approval of Cost Proposals 01R4, 02, 03R1, 10R2, 11R1, 12R1, 13R1, 17, 19, 21, 23R1, 24, 25, 26, 31, 36, 37, 41R1, 42, 43, and 45 as part of the Wastewater Treatment Plant #3 Project; as attached in Exhibit A; authorizing the execution of all necessary documents; upon request and providing for findings of fact, repealer, severability, effective date, proper notice, and meeting.

Submitted by: Andres Rosales, Assistant City Manager

- 9F. Consider and act on Resolution No. R-2025-27, approving Change Order #3 with BAR Constructors, Inc. in the amount of One Hundred Thirty-Two Thousand, Three Hundred Forty-Three Dollars and Sixty Cents (\$132,343.60), officially granting partial approval of Cost Proposals 05C, 09r1, 15A, 22r2, 29r1 and 46r1 as part of the Wastewater Treatment Plant #3 Project; as attached in Exhibit A; authorizing the execution of all necessary documents; upon request and providing for findings of fact, repealer, severability, effective date, proper notice, and meeting.

Submitted by: Andres Rosales, Assistant City Manager

- 9G. Discuss and consider adopting a resolution ordering and declaring certain November 2024 charter amendments adopted.

Submitted by: Charlie Zech, Interim City Attorney

10. 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).

Notice is hereby given of the possibility of a quorum of any of the City of Bastrop Boards and Commissions at this City Council Meeting.

NO Board/Commission action will be taken; NO deliberations will be held; and NO Board/Commission business will be conducted.

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, January 24, 2025 at 5:00 p.m. and remained posted for at least two hours after said meeting was convened.

/s/Victoria Psencik
Victoria Psencik, Assistant City Secretary