

CITY OF BASTROP

BASTROP CITY COUNCIL

REGULAR CITY COUNCIL MEETING MINUTES

Tuesday, November 18, 2025

The Bastrop City Council met in a Regular Meeting at 5:00 p.m. on Tuesday, November 18, 2025, at the Bastrop City Hall Council Chambers, 1311 Chestnut Street, Bastrop, Texas, with the following action taken to wit:

Council Members Present

Mayor Ishmael Harris
Mayor Pro-Tem John Kirkland
Council Member Cynthia Meyer
Council Member Kerry Fossler
Council Member Perry Lowe
Council Member Kevin Plunkett

Staff Present

City Manager Sylvia Carrillo-Trevino
Assistant City Manager / Fire Chief Andres Rosales
City Attorney Charlie Zech
City Secretary Michael Muscarello
Assistant City Secretary Victoria Psencik
Assistant to the City Manager Vivianna Andres
Public Information Manager Colin Guerra
Finance Director Judy Sandroussi
Assistant Finance Director Laura Allen
Executive Assistant to City Manager Taylor Andry

1. CALL TO ORDER

With a quorum present, Mayor Harris called the Regular City Council Meeting to order at 5:00 p.m.

2. PLEDGE OF ALLEGIANCE – United States of America and Texas Flags

Matilda Hernandez, student from Red Rock Elementary School, led the Pledge of Allegiance.

3. INVOCATION

City of Bastrop Police Chaplain Ketrich Steger delivered the Invocation.

4. CITIZEN COMMENT(S)

Citizen(s) addressing the City Council on an item, not on the agenda: Amy Mills.

5. CONSENT AGENDA

- 5D. Consider action to approve Resolution No. R-2025-196 awarding a Community Support Service Agreement to the Kerr Community Center for historic preservation, cultural arts and programming in the amount of \$50,000; and authorizing the City Manager to execute all necessary documents.

Submitted by: Michaela Joyce, Discover Bastrop Director

- 5E. Consider action to approve Resolution No. R-2025-195 awarding a Community Support Service Agreement to the Bastrop County Historical Society for operations and marketing of the Visitor Center in the amount of \$433,825; and authorizing the City Manager to execute all necessary documents.

Submitted by: Michaela Joyce, Discover Bastrop Director

- 5F. Consider action to approve Resolution No. R-2025-198 awarding a Community Support Service Agreement to the Bastrop African American Cultural Center for cultural arts and programming in the amount of \$50,000; and authorizing the City Manager to execute all necessary documents.

Submitted by: Michaela Joyce, Discover Bastrop Director

- 5G. Consider and act on Resolution No. R-2025-188, authorizing the City Manager to waive fifty percent of the building permit fees for the Bastrop County Development Services building to be located at 203 Jackson Street.

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

- 5I. Consider and act on Resolution No. R-2025-192, accepting donations to the City of Bastrop Fire Department, from Tractor Supply Company, in the amount of \$500.00; from Bluebonnet Electric Cooperative, in the amount of \$1,000.00.

Submitted by: Andres Rosales, Assistant City Manager

- 5J. Consider and act on Resolution No. R-2025-190, approving a professional services contract with Dial Development Services, Ltd. for a not-to-exceed amount of Sixty-Four Thousand, Eight Hundred Dollars (\$64,800.00) for construction inspection services as part of the Pavement Rehabilitation Project.

Submitted by: Andres Rosales, Assistant City Manager

- 5L. Consider and act to approve the Mayor to sign a Letter of Support expressing the City of Bastrop's endorsement of establishing a Texas State University campus or satellite instructional center within the Bastrop community.

Submitted by: Dori Kelley, Business Attraction, Retention, and Expansion Manager

Mayor Harris called for requests to remove any item from the Consent Agenda for separate discussion. Council Member Meyer requested Item 5K be removed. Council Member Fossler requested Items 5A, 5B, 5C, and 5H be removed.

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- 5A. Consider and act upon Ordinance No. 2025-82, amending the Bastrop Code of Ordinances, Chapter 1 (General Provisions), Article 1.10 (Boards, Commissions, and Committees), Section 1.10.001 (Parks Board), to add two ex officio positions with qualification criteria; and move to include on the December 9, 2025 agenda for a second reading.

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

MOTION: Council Member Meyer moved to approve the first reading of Ordinance No. 2025-82 as presented and to include on December 9, 2025, Agenda for the second reading. Council Member Fossler seconded the motion. Motion carried unanimously.

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- 5B. Consider action to approve Resolution No. R-2025-194 awarding a Community Support Service Agreement to the Lost Pines Art Center for cultural arts programming and operations in the amount of \$167,950; and authorizing the City Manager to execute all necessary documents.

Submitted by: Michaela Joyce, Discover Bastrop Director

MOTION: Council Member Fossler moved to approve Resolution No. R-2025-194 with “non-substantive modifications” to the service agreement. Council Member Plunkett seconded the motion. Motion carried unanimously.

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- 5C. Consider action to approve Resolution No. R-2025-195 awarding a Community Support Service Agreement to the Bastrop Opera House for cultural arts and theater services in the amount of \$194,000; and authorizing the City Manager to execute all necessary documents.

Submitted by: Michaela Joyce, Discover Bastrop Director

MOTION: Council Member Fossler moved to approve Resolution No. R-2025-195 with “non-substantive modifications” to the service agreement. Council Member Lowe seconded the motion. Motion carried unanimously.

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- 5H. Consider and act on Resolution 2025-188 accepting Nani and Oahu streets located in Water Control and Improvement District No. 2 and incorporating them into the list of city-maintained streets.

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

MOTION: Council Member Meyer moved to approve Resolution No. R-2025-188 with the notation of Oahu “Court” and Nani “Lane.” Mayor Pro-Tem Kirkland seconded the motion. Motion carried unanimously.

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- 5K. **Consider and act on Resolution No. R-2025-191, approving a permit request to the Texas Department of Transportation (TXDOT) for the closure of Chestnut Street for the 2026 Mardi Gras Parade.**

Submitted by: Marco Olivares, Special Events Coordinator
Presented by: Michaela Joyce, Discover Bastrop Director

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After the separate discussion of Consent Agenda Item 8H, the following motion was made:

MOTION: Mayor Pro-Tem Kirkland moved to approve the remainder of the Consent Agenda as presented, Items 5D, 5E, 5F, 5G, 5I, 5J, and 5L as well as Item 5K that was previously discussed. Council Member Plunkett seconded the motion. Motion carried unanimously.

6. ITEMS FOR INDIVIDUAL CONSIDERATION

- 6A. **Consider action to approve the first reading of Ordinance No. 2025-84 of the City Council of the City of Bastrop, Texas, amending the budget for the Fiscal Year 2025 in accordance with existing statutory requirements; appropriating the various amounts herein attached as Exhibit A; repealing all prior ordinances and actions in conflict herewith; establishing an effective date, and move to include on the Nov. 25, 2025 City Council agenda for a second reading.**

Submitted and Presented by: Laura Allen, Assistant Finance Director

MOTION: Mayor Pro-Tem Kirkland moved to approve the first reading of Ordinance No. 2025-84 as presented. Council Member Meyer seconded the motion. Motion carried unanimously.

7. EXECUTIVE SESSION

Mayor Harris closed the Open Meeting to convene the City Council into Executive (Closed) Session at 5:32 p.m. pursuant to Texas Government Code, Chapter 551 as follows:

- 7A. **Section 551.074 to deliberate the appointment, employment, and evaluation of the City Manager.**

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

Mayor Harris reconvened the City Council into the Open Session at 5:38 p.m. and called for any action as a result of the Executive Session.

- 7A. **Section 551.074 to deliberate the appointment, employment, and evaluation of the City Manager.**

No action was taken on Executive Session Item 7A.

9. ADJOURNMENT

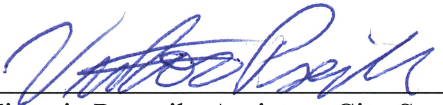
Upon receiving a motion duly made and a second to adjourn, Mayor Harris adjourned the November 18th Regular Meeting at 5:38 p.m.

CITY OF BASTROP, TEXAS



Ishmael Harris, Mayor

ATTEST:



Victoria Psencik, Assistant City Secretary

CITY OF BASTROP
JOINT MEETING OF THE
BASTROP CITY COUNCIL AND
THE PLANNING AND ZONING COMMISSION

MEETING MINUTES

Tuesday, November 18, 2025

A Joint Meeting of the Bastrop City Council and the Planning and Zoning Commission was conducted on Tuesday, November 18, 2025, at 6:30 p.m. at the Bastrop City Hall Council Chambers, 1311 Chestnut Street, Bastrop, Texas, with the following action taken to wit:

Council Members Present

Mayor Ishmael Harris
Mayor Pro-Tem John Kirkland
Council Member Cynthia Meyer
Council Member Kerry Fossler
Council Member Kevin Plunkett
Council Member Perry Lowe

Planning & Zoning Commissioners Present

Commissioner Chair Jordan Scott
Commissioner Christopher Toth
Commissioner Heather Greene
Commissioner Gary Moss
Commissioner David Barrow

Planning & Zoning Commissioners Absent

Commissioner Patrice Parsons
Commissioner Keith Ahlborn
Commissioner Jeffrey Estes (*resignation submitted 11/18/2025*)

Staff Present

City Manager Sylvia Carrillo-Trevino
Assistant City Manager Andres Rosales
City Attorney Charlie Zech
City Secretary Michael Muscarello
Assistant City Secretary Victoria Psencik
Assistant to the City Manager Vivianna Andres
Executive Assistant to City Manager Taylor Andry
Public Information Officer Colin Guerra
Development Services Director James Cowey
Senior Planner Brittany Epling
Planner I Alondra Macias
Development Services Coordinator Nicole Peterson
Discover Bastrop Director Michaela Joyce

11. CALL TO ORDER – WORK SESSION/JOINT MEETING WITH PLANNING AND ZONING COMMISSION

11A. Call to Order – City Council

With a quorum being present, Mayor Harris called the City Council meeting to order at 6:30 p.m.

11B. Call to Order – Planning and Zoning Commission

With a quorum being present, Commission Chair Scott called the Planning and Zoning Commission meeting to order at 6:31 p.m.

At this time, the Pledge of Allegiance to the United States of America and Texas Flags were led by Nick Castillo, a student from Red Rock Elementary School.

12. WORK SESSIONS/JOINT CITY COUNCIL AND PLANNING & ZONING MEETING

12A. Development Code Rewrite – Overview, Policy Direction, and Workshop Discussion.

Submitted and Presented by: Brittany Epling, Senior Planner
Presented by: James Cowey, Development Services Director

*At this time, Mayor Harris called for any **Citizen Comments** related to the Workshop – Amy Mills submitted a comment and spoke.*

MOTION: Commissioner Barrow moved to include single family as a conditional use permit for farming such as row crops. Commissioner Toth seconded the motion. Motion tied 2-2 with Commissioners Toth and Barrow voting “yes” and Commissioners Greene and Moss voting “no”. Commission Chair Scott broke the tie with a “yes” vote. Motion carried 3-2.

MOTION: Council Member Meyer moved to change the adjournment time to 8:45 pm. Mayor Pro-Tem Kirkland seconded the motion. Motion carried 4-1 with Council Member Fossler casting the single “no” vote.

13. ADJOURNMENT

13A. Adjourn – City Council

Upon receiving a motion duly made and a second to adjourn, Mayor Harris adjourned the City Council meeting at 8:40 p.m. without objection.

13B. Adjourn – Planning and Zoning Commission

Upon receiving a motion duly made and a second to adjourn, Commission Chair Scott adjourned the Planning and Zoning Commission meeting at 8:41 p.m. without objection.

CITY OF BASTROP, TEXAS



Ishmael Harris, Mayor

PLANNING AND ZONING COMMISSION




Jordan Scott, Commission Chair

ATTEST:



Victoria Psencik, Assistant City Secretary

ATTEST:



David Barrow, Commission Vice Chair