

CITY OF BASTROP

BASTROP CITY COUNCIL

REGULAR CITY COUNCIL MEETING MINUTES

Tuesday, September 23, 2025

The Bastrop City Council met in a Regular Meeting at 6:30 p.m. on Tuesday, September 23, 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
Assistant City Attorney Stan Springerley
City Secretary Michael Muscarello
Assistant City Secretary Victoria Psencik
Assistant to the City Manager Vivianna Andres
Development Services Director James Cowey
Police Lieutenant Daniel McManus
Public Information Manager Colin Guerra
BEDC B.A.R.E. Manager Dori Kelley
Finance Director Judy Sandroussi
Assistant Finance Director Laura Allen
Water & Wastewater Director Curtis Hancock
Fleet & Facilities Director Doug Haggerty
Human Resources Director Tanya Cantrell
Main Street Manager Michaela Joyce
Project Manager Sinem Aka Mudun
Assistant Fire Chief Nick Laux

1. CALL TO ORDER

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

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

Alyvia Tamayo and Bria Figueroa, Riverside Middle School Volleyball Players, led the Pledge of Allegiance.

3. INVOCATION

City of Bastrop Police Chaplain Bob Long delivered the Invocation.

4. PRESENTATIONS

4A. Mayor's Report

4B. Council Members' Report

4C. **City Manager's Report**

1. Cancel October 7, 2025 Meeting

2. Streets Update

3. Bridge Update

4. Water Plant Update

5. Wastewater Treatment Plant Update

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

4D. **PROCLAMATION – Falls Prevention Awareness Week**

The proclamation was read and signed by Mayor Ishmael Harris.

5. **WORK SESSIONS / BRIEFINGS**

5A. **Discussion and possible action on the recommendations received from the community for improvements to Mayfest Park and modifications to the City of Bastrop Experience Bastrop Parks Master Plan.**

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

6. **STAFF AND BOARD REPORTS**

6A. **Receive a presentation on the unaudited Monthly Financial Report for the period ending August 2025.**

Submitted and Presented by: Laura Allen, Assistant Finance Director

7. **CITIZEN COMMENT(S)**

Citizens(s) that did not speak to City Council but submitted comments: Stephanie Jenkins, Kathy and Larry Albers (Item 9D), Herb Goldsmith (Item 9A), Robert Clemons, George Higgins, Glenda Sirles, Sandra Harrison-Jackson, and Tammy Aldridge Taylor.

Citizen(s) addressing the City Council on an item, not on the agenda: Barbara Clemons, Cladie Johnson, Stephanie Heard, Dock Jackson, and Reverend E.D. Johnson

8. **CONSENT AGENDA**

8A. **Consider and act on the second reading of Ordinance No. 2025-70, establishing 2.195 acres located at 610 Martin Luther King Jr. Drive, Bastrop, Texas, as designated parkland.**

Submitted by: Vicky Steffanic, Chief of Police

- 8C. **Consider and act on Resolution No. R-2025-161, approving the City of Bastrop Purchasing Policy, which is attached as Exhibit A.**

Submitted by: Judy Sandroussi, Finance Director

- 8D. **Consider and act on Resolution No. R-2025-162, approving the City of Bastrop Financial Management Policy, which is attached as Exhibit A.**

Submitted by: Judy Sandroussi, Finance Director

- 8E. **Consider and act on Resolution No. R-2025-163 approving the City of Bastrop Investment Policy, which is attached as Exhibit A, and a list of qualified brokers, which is attached as Exhibit B.**

Submitted by: Judy Sandroussi, Finance Director

- 8F. **Consider and act on Resolution No. R-2025-164 approving a service agreement with Meeder Public Funds, Inc, of Austin, in the amount not to exceed \$50,000.00, to provide investment advisor services and to approve their list of qualified brokers.**

Submitted by: Judy Sandroussi, Finance Director

- 8F. **Consider and act on Resolution No. R-2025-164 approving a service agreement with Meeder Public Funds, Inc, of Austin, in the amount not to exceed \$50,000.00, to provide investment advisor services and to approve their list of qualified brokers.**

Submitted by: Judy Sandroussi, Finance Director

- 8G. **Consider and act on Resolution No. R-2025-165, approving the City of Bastrop to be a Participant in Texas Connect investment pool.**

Submitted by: Judy Sandroussi, Finance Director

- 8H. **Consider and act on Resolution No. R-2025-159 to delay action on the Ordinance authorizing the issuance of the Certificates until a regular meeting of the City Council to commence at 6:30 p.m. on October 21, 2025.**

Submitted by: Judy Sandroussi, Finance Director

- 8I. **Consider and act on Resolution no. 2025-166 accepting a donation from First National Bank in the amount of \$3,490.00.**

Submitted by: Tanya Cantrell, Human Resources Director

- 8J. **Consider and act on Resolution No. R-2025-115, to decommission the Bastrop Cultural Arts Commission and transition its functions to the Bastrop Cultural**

Arts Committee housed within the Discover Bastrop Department, and authorizing the City Manager to execute all necessary documents.

Submitted by: Michaela Joyce, Main Street Manager

- 8K. Consider action to approve Resolution No. R-2025-138 of the City Council of the City of Bastrop, Texas, that approves the City of Bastrop Police Department to apply for a grant from the Texas Department of Transportation (TXDOT) for Thirty-nine thousand, one hundred thirty-nine dollars and fifty-five cents (\$39,139.55) allowing officers to educate, enforce and participate in on-going public engagement for a specified mobilization period (such as Christmas, New Years, Spring Break, Independence day and Labor day) regarding Impaired Driver Mobilization in designated high alcohol-related areas, with 20 percent matching funds (fringe benefits) from the City of Bastrop; authorizing the Chief of Police as the grantee's authorized official; providing for a severability clause and establishing an effective date.

Submitted by: Vicky Steffanic, Chief of Police

- 8L. Consider and act on Resolution No. R-2025-169 authorizing participation with the State of Texas, through the Office of the Attorney General, in the latest global opioid settlements (including Purdue/Sackler and secondary manufacturer settlements), approving settlement participation and release forms, and authorizing the City Manager to execute all related documents.

Submitted by: Michael Muscarello, City Secretary

- 8M. Consider and act to approve the Bastrop City Council minutes from the August 19, 2025, Special Meeting, the September 3, 2025, Town Hall Meeting, and the September 9, 2025, Regular Meeting.

Submitted by: Victoria Psencik, Assistant City Secretary

Mayor Harris called for requests to remove any item from the Consent Agenda for separate discussion. Mayor Pro-Tem Kirkland requested Item 8B be removed.

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- 8B. Consider and act on the second reading of Ordinance No. 2025-66 amending the Code of Ordinances, related to Chapter 1.10 Titled "Parks" Article 1.10.002 Titled "Parks Rules" amending the content to allow use by all individuals.

Submitted by: Vicky Steffanic, Chief of Police

MOTION: Mayor Pro-Tem Kirkland moved to approve the second reading of Ordinance No. 2025-66 with the addition of the phrase "allowed by law" after all individuals in Section 2 AMENDMENT of the Ordinance. Council Member Fossler seconded the motion. Motion carried unanimously.

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

MOTION: Mayor Pro-Tem Kirkland moved to approve the Consent Agenda as presented after Item 8A was read into the record by Mayor Harris and with the exclusion of Item 8B. Council Member Meyer seconded the motion. Motion carried unanimously.

9. ITEMS FOR INDIVIDUAL CONSIDERATION

- 9A. Conduct a public hearing, consider and act on the first reading of Ordinance No. 2025-71, adopting the budget for Fiscal Year 2025-2026 (October 1, 2025 through September 30, 2026) attached as Exhibit A; making certain appropriations; and providing that expenditures for said Fiscal Year be made in accordance with said budget; providing a distribution; and move to include on the September 30, 2025 agenda for the second reading.

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

Mayor Harris opened the Public Hearing at 8:03 p.m. for the Fiscal Year 2025-2026 Budget listed in Item 9A.

Public Hearing: Reverend E.D. Johnson

Mayor Harris closed the Public Hearing at 8:31 p.m. for the Fiscal Year 2025-2026 Budget listed in Item 9A.

MOTION: Mayor Pro-Tem Kirkland moved to the first reading of Ordinance No. 2025-71 by adopting the recommendations provided by staff, which includes a 0.5040 property tax (lower than the no-new revenue rate), a one-time salary adjustment to staff in the amount of \$500 for full-time employees and \$250 for part-time employees, and approve an amendment to the HOT Funds for the AME Church for \$100,000 over five years as suggested by the City Manager and include on the September 30, 2025 agenda for the second reading. Council Member Meyer seconded the motion. Motion carried unanimously.

- 9B. Conduct a public hearing and consider and act on the first reading of Ordinance No. 2025- 72, Adopting the tax roll, adopting the tax rate, and levying ad valorem taxes for the Fiscal Year 2025-2026 to provide revenue for the payment of budgeted municipal expenditures; and providing for tax assessment; records; severability; an effective date; and proper notice and meeting; and move to include on the September 30, 2025, agenda for a second reading.

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

Mayor Harris opened the Public Hearing at 8:39 p.m. for the adoption of the tax roll, tax rate, and levying ad valorem taxes for the Fiscal Year 2025-2026 listed in Item 9B.

Public Hearing: No comments were submitted.

Mayor Harris closed the Public Hearing at 8:39 p.m. for the adoption of the tax roll, tax rate, and levying ad valorem taxes for the Fiscal Year 2025-2026 listed in Item 9B.

MOTION: Mayor Pro-Tem Kirkland moved that the property tax rate be set at 0.5040 per \$100 valuation. Council Member Fossler seconded the motion. Motion carried unanimously.

9C. **Consider and act on Resolution No. R-2025-131 authorizing the reallocation of funding for the Riverbank Stabilization.**

Submitted and Presented by: Laura Allen, Assistant Finance Director

MOTION: Mayor Pro-Tem Kirkland moved to table Item 9C to the September 30, 2025 meeting and direct staff to look at ways to reduce the cost impact. Council Member Lowe seconded the motion. Motion carried unanimously.

9D. **Conduct a public hearing, consider and act on the first reading of Ordinance No. 2025- 67 for a Zoning Concept Scheme request to rezone the project site from P-EC Employment Center to Planned Development District (“PDD”) with a base district of P4, for the area described as being 7.398 +/- acres out of the Steel Yard Subdivision, Lot 3, located at 2002 SH 95, Bastrop, TX 78602, within the city limits of Bastrop, Texas.**

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

Mayor Harris opened the Public Hearing at 9:00 p.m. for the rezone of 7.398 +/- acres out of Steel Yard Subdivision, Lot 3, at 2002 SH 95 listed in Item 9B.

Public Hearing: No comments were submitted.

Mayor Harris closed the Public Hearing at 9:00 p.m. for the rezone of 7.398 +/- acres out of Steel Yard Subdivision, Lot 3, at 2002 SH 95 listed in Item 9B

MOTION: Council Member Plunket moved to table Item 9D until the next regular meeting October 21, 2025. Council Member Meyer seconded the motion. Motion carried unanimously.

9E. **Discussion and possible direction regarding Senate Bill 1008, relating to state and local authority to regulate the food service industry and its impact on local alcohol permitting and licensing.**

Submitted and Presented by: Michael Muscarello, City Secretary

Council Member Plunkett did recuse himself from Item 9E after City Secretary Muscarello presented the item.

MOTION: Mayor Pro-Tem Kirkland moved to grant back the 2025 – 2026 payments that were made by all the restaurants and providers that paid them. Council Member Fossler seconded the motion. Motion carried 4-0. Council Member Plunkett was recused from the vote.

- 9F. **Consider and act on Resolution No. R-2025-158 to establish boundaries and standards for the creation of a South End District bounded by Water Street, Chestnut Street, Highway 95, and Gutierrez Street.**

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

ORIGINAL MOTION: Council Member Plunkett moved to approve Resolution No. R-2025-158 with the amendment of striking the word “standards” in the resolution preamble. Council Member Meyer seconded the motion.

Council Member Plunkett made a “friendly amendment” to his original motion to add the streets of Paul C Bell, Jasper, and Newton to the be included in the boundaries. Council Member Meyer agreed with the amendment (original seconder).

Mayor Pro-Tem Kirkland made a “friendly amendment” to re-insert the word “standards” to way it was originally written in the resolution. Council Member Plunkett (original motion maker) and Council Member Meyer (original seconder to motion) agreed to the friendly amendment.

REVISED MOTION: Council Member Plunkett moved to approve Resolution No. R-2025-158 with the addition of Paul C Bell Street, Jasper Street, and Newton Street to be included in the boundaries. Council Member Meyer seconded the motion. Motion carried unanimously.

- 9G. **Consider and act on Resolution No. 2025-167 to solicit the services of a professional engineer through a Request for Qualifications who will act as Engineer of Record for the Wastewater Treatment Plant #4 expansion.**

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

MOTION: Mayor Pro-Tem Kirkland moved to approve Resolution No. R-2025-167 as presented. Council Member Meyer seconded the motion. Motion carried unanimously.

Mayor Harris announced that Item 9H was pulled from the agenda and not discussed.

- 9H. **Consider and act on Resolution No. 2025-168 to enter into a professional services agreement for planning and architectural services with Place Designers, Inc for the development of a feasibility study for a**

Hotel/Convention Center Project, and a Regional Hospital an amount not to exceed \$96,000.

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

10. EXECUTIVE SESSION

Mayor Harris closed the Open Meeting to convene the City Council into Executive (Closed) Session at 9:20 p.m. pursuant to Texas Government Code, Chapter 551 as follows:

10A. **Section 551.072 to deliberate the purchase, exchange, lease, or value of real property related to the Pine Forest Six Development.**

10B. **Section 551.071 and 551.072 to seek advice of legal counsel to discuss and deliberate regarding the proposed sale of real estate property located along Jasper Street.**

11. 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 9:47 p.m. and called for any action as a result of the Executive Session.

10A. **Section 551.072 to deliberate the purchase, exchange, lease, or value of real property related to the Pine Forest Six Development.**

10B. **Section 551.071 and 551.072 to seek advice of legal counsel to discuss and deliberate regarding the proposed sale of real estate property located along Jasper Street.**

No action was taken on Items 10A and 10B.

12. ADJOURNMENT

Upon receiving a motion duly made and a second to adjourn, Mayor Harris adjourned the September 23rd Regular Meeting at 9:47 p.m.

CITY OF BASTROP, TEXAS



Ishmael Harris, Mayor

ATTEST:



Victoria Psencik, Assistant City Secretary