

CITY OF BASTROP
BASTROP CITY COUNCIL
REGULAR CITY COUNCIL MEETING MINUTES

Tuesday, December 9, 2025

The Bastrop City Council met at a Regular Meeting at 6:30 p.m. on Tuesday, December 9, 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
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
Development Services Director James Cowey
Senior Planner Brittany Epling
Discover Bastrop Director Michaela Joyce
Project Manager Elizabeth Wick
Wastewater and Water Director Curtis Hancock
Assistant Fire Chief Nick Laux
Library Director Bonnie Pierson
Police Chief Vicky Steffanic

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

Santiago Flores and Adalynn McDonald, students from the National Junior Honor Society at Bastrop Middle School, led the Pledge of Allegiance.

3. INVOCATION

City of Bastrop Police Chaplain Hardy Overton delivered the Invocation.

4. PRESENTATIONS

4A. Mayor's Report

4B. Council Members' Report

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

- A. Wastewater Plant Update**
- B. Blakey Extension**
- C. Streets**
- D. Park Construction – Phase 1**
- E. Bridge Construction**

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

4D. **Bastrop Community Blood Drive Presentation**

Submitted and Presented by: We Are Blood

5. WORK SESSIONS / BRIEFINGS – NONE

6. STAFF AND BOARD REPORTS

6A. **Consider and possibly direct the City Manager to work with The Lower Colorado-Lavaca Regional Flood Planning Group (RFPG 10) and the State of Texas Hazard Mitigation Action Plan (HMAP) to sponsor activities that would qualify for low interest loans or grants from the Texas Water Development Board Flood Infrastructure Fund.**

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

No action was taken on Item 6A.

7. CITIZEN COMMENT(S)

Citizen(s) addressing the City Council on an item, not on the agenda: No submitted comments.

Citizen(s) that did not speak to the City Council but submitted a comment on an item on the agenda: Stephanie Jenkins (Item 9F), Rebecca Schaefer (Item 9F), Barbara Coy (Item 9F), Jerod Hruska (Item 9F), Katty & Larry Albers (Item 9F), Lindy Larson (Item 9F), and Herb Goldsmith (Item 9E, Letter A).

8. CONSENT AGENDA

8A. **Consider and act upon the second reading of 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.**

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

8B. **Consider and act on the first reading of Ordinance 2025-87, amending the contract with Kraftsman Play systems in the amount of \$153,201.05 for**

changes to the Fisherman's Park splashpad, and move to include on the January 13, 2026, agenda.

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

8C. Consider and act on the second reading of Ordinance No. 2025-84, 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; and establishing an effective date.

Submitted by: Laura Allen, Assistant Finance Director

***ITEM 8D WAS REMOVED FROM CONSENT AGENDA AND TABLED. ***

8D. Consider and act on the first reading of Ordinance No. 2025-83, providing for municipal court civil jurisdiction to enforce health and safety and nuisance abatement ordinances; authorizing the issuance of search and seizure warrants; providing for concurrent jurisdiction; and establishing an effective date.

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

8E. Consider and act on Resolution No. R-2025-140, approving purchasing library materials with reward incentives through September 30, 2026, from Ingram Library Services, LLC, under Texas Smart Buy contract No. 715-M2, in an amount not to exceed Fifty-Three Thousand and Three Hundred Fifty Dollars (\$53,350.00).

Submitted by: Bonnie Pierson, Library Director

8F. Consider and act on Resolution No. R-2025-206, confirming annual board appointments of the Mayor to the Parks and Recreation Board, as required in Section 3.08 of the City's Charter, as outlined in Exhibit A; and establishing an effective date.

Submitted by: Michael Muscarello, City Secretary

8G. Consider and act on Resolution No. R-2025-189, to approve the City of Bastrop Police Department to apply for a grant from the Department of Justice for twelve thousand dollars and zero cents (\$12,000) for body armor vests, with fifty (50%) 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

8H. Consider and act on Resolution No. R-2025-204, accepting a donation from Frontier Bank of Texas in the amount of \$4,500.00 (Four Thousand Five Hundred Dollars) for the upcoming Merry on Main event being held in Downtown Bastrop, TX, on Saturday, December 13, 2025.

Submitted by: Michaela Joyce, Discover Bastrop Director

8I. **Consider and act on Resolution No. R-2025-203, allowing for the installation of two stop signs on Pecan St (900 block) at the intersection of Pine Street (800 block), installed by the Streets and Drainage department.**

Submitted by: Vicky Steffanic, Chief of Police

8J. **Consider and act on Resolution No. R-2025-205, accepting a donation from Roscoe Bank of Texas in the amount of \$2,500.00 (Two Thousand Five Hundred Dollars) for the upcoming Merry on Main event being held in Downtown Bastrop, TX, on Saturday, December 13, 2025.**

Submitted by: Michaela Joyce, Discover Bastrop Director

8L. **Consider and act on Resolution No. R-2025-212, accepting a donation to the City of Bastrop Parks and Recreation Department, from Coffee Dog Inc., of prepared hot chocolate for the Christmas Tree Lighting Event, with an equivalent value of \$590.00.**

Submitted by: Cameron Reddell, Community Recreation and Events Coordinator

8M. **Consider action to approve Resolution No. R-2025-213 of the City Council of the City of Bastrop, Texas, allowing for the installation of a stop sign on Agnes Street at the intersection of Orchard Parkway, installed with the Agnes Street Extension project. Authorizing the Chief of Police to execute all necessary documents; providing for a repealing clause; and establishing an effective date.**

Submitted by: Elizabeth Wick, Project Manager

8N. **Discussion and possible action to reappoint Dr. Rajeev Gupta to the Bastrop County Advisory Board of Health for a term of one-year.**

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

8P. **Consider and act on a Warrant request to allow up to 70% lot coverage on the Blakey Site (Alta Trails Apartments), zoned P4 Mix on the north side of the Sendero master planned development, in deviation from the 60% maximum lot coverage currently required by the B3 Code.**

Submitted by: Brittany Epling, Senior Planner

8Q. **Consider and act to approve the Bastrop City Council minutes from the October 21, 2025, Joint Council and Bastrop EDC Meeting and Regular Meeting, the November 4, 2025, Special Meeting, and the November 18, 2025, Regular Meeting and Joint Council and Planning & Zoning Commission 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 Items 8K and 8O be removed. Mayor Harris stated that Item 8D will be removed from the Consent Agenda and tabled.

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8K. Consider and act on Resolution No. R-2025-211 to award a \$50,000 grant from Hotel Occupancy Tax (HOT) funds to Hyatt Lost Pines to secure a “buy-out” group booking during the May 2026 time period.

Submitted and Presented by: Michaela Joyce, Discover Bastrop Director

MOTION: Mayor Pro-Tem Kirkland moved to approve Resolution No. R-2025-211 as presented. Council Member Meyer seconded the motion. Motion carried unanimously.

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8O. Consider and act on Resolution No. R-2025-201, approving a contract with Sheridan Environmental (WWTS) for a not-to-exceed amount of Two Hundred Thousand Dollars, and no/100 (\$200,000.00) per fiscal year for the Municipal Domestic Biosolids Hauling and Disposal Services, as attached in Exhibit A.

Submitted by: Curtis Hancock, Director of Water and Wastewater

MOTION: Mayor Pro-Tem Kirkland moved to approve Resolution No. R-2025-201 as presented. Council Member Meyer seconded the motion. Motion carried unanimously.

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

MOTION: Mayor Pro-Tem Kirkland moved to approve the Consent Agenda as presented after Items 8A, 8B, and 8C were read into record by Mayor Harris, exclusion of Items 8K and 8O, and removal of tabled Item 8D. Council Member Plunkett 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. 2025-67 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; and move to include on the January 13, 2026 City Council Consent agenda for a second reading.

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

Mayor Harris opened the Public Hearing at 7:38 p.m. for the rezone of 2002 SH 95 property from P-EC Employment Center to Planned Development District listed in Item 9A.

Public Hearing: No comments were submitted.

Mayor Harris closed the Public Hearing at 7:38 p.m. for the rezone of 2002 SH 95 property from P-EC Employment Center to Planned Development District listed in Item 9A.

ORIGINAL MOTION: Council Member Plunkett moved to approve the first reading of Ordinance No. 2025-67 as presented and to include on the January 13, 2026, agenda for the second reading. Council Member Lowe seconded the motion.

Mayor Pro-Tem Kirkland made a “friendly amendment” to change the warrants in the Planned Development District (PDD) document to include the parking as described in the presentation. Council Member Plunket (original motion maker) and Council Member Lowe (original seconder to motion) agreed to the friendly amendment.

REVISED MOTION: Council Member Plunkett moved to approve the first reading of Ordinance No. 2025-67 with the above “friendly amendment” and to include on the January 13, 2026, agenda for the second reading. Council Member Lowe seconded the motion. Motion carried unanimously.

9B. Consider and act on the first reading of Ordinance No. 2025-85, amending the operating and capital budget for the Fiscal Year 2026 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 January 13, 2026 City Council agenda for a second reading.

Submitted and Presented by: Laura Allen, Assistant Finance Director

MOTION: Council Member Meyer moved to approve the first reading of Ordinance No. 2025-85 as presented and to include on the January 13, 2026, agenda for the second reading. Council Member Fossler seconded the motion. Motion carried unanimously.

9C. Consider and act on Resolution No. R-2025-200, approving a construction contract with M&C Fonseca Construction Company for a not-to-exceed amount of Seventy-Seven Thousand, Four Hundred Fifty-Two Dollars and no/100 (\$77,452.00) for the replacement of two (2) manholes located near Bastrop High School, and the installation of one (1) manhole and replacement of approximately eighty (80) feet of sanitary sewer main located at College Street and Pecan Street, as attached in Exhibit A.

Submitted and Presented by: Curtis Hancock, Director of Water and Wastewater

MOTION: Council Member Fossler moved to approve Resolution No. R-2025-200 as presented. Council Member Plunkett seconded the motion. Motion carried unanimously.

9D. Consider and act on Resolution No. R-2025-202 authorizing the creation of an Investment Committee to serve in the best financial interests of the City of Bastrop, and, contingent upon its creation, authorizing the Mayor to appoint two City Council Members to serve on the Investment Committee.

Submitted and Presented by: Judy Sandroussi, Finance Director

(1) MOTION: Council Member Plunkett moved to approve Resolution No. R-2025-202 as presented. Council Member Meyer seconded the motion. Motion carried unanimously.

Mayor Harris made appointment nominations of Council Member Plunkett and Council Member Lowe to serve on the Investment Committee. Both Council Members verbally accepted the nomination.

(2) MOTION: Council Member Meyer moved to accept Mayor Harris' appointments of Council Member Plunkett and Council Member Lowe to serve on the Investment Committee. Mayor Pro-Tem Kirkland seconded the motion. Motion carried unanimously.

9E. Consider and act to approve the following resolutions related to the Request for Qualifications for feasibility studies in the areas of Golf, Hospital, and Hotel & Convention Center.

(A.) Resolution No. R-2025-208 to approve a contract with the National Golf Foundation (NGF) in the amount of \$26,000 for a feasibility study for a Par 3 course located at 1500 Farm Street.

(B.) Resolution No. R-2025-209 to approve a contract with Hotel & Leisure Advisors in the amount of \$52,500 for a feasibility study for a Hotel & Convention Center located between Bear Hunter Drive, FM 20, and Hwy 71.

(C.) Resolution No. R-2025-210 to approve a contract with Realty Trust Group in the amount of \$50,000 for a feasibility study for a full-service hospital and medical facilities located between Bear Hunter Drive, FM 20, and Hwy 71.

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

Citizen Comment submitted specifically for Item 9E (C) that did speak: Cecilia Serna.

ORIGINAL MOTION: Council Member Meyer moved to approve Resolutions No. R-2025-208, R-2025-209, and R-2025-210 as presented. Council Member Fossler seconded the motion.

Mayor Pro-Tem Kirkland made a “friendly amendment” to change the proposed fee structure of the Realty Trust Group (RTG) contract (R-2025-210) to a “not to exceed \$50,000 including reimbursables,” Council Member Meyer (original motion maker) and Council Member Fossler (original seconder to motion) agreed to the friendly amendment.

REVISED MOTION: Council Member Meyer moved to approve Resolutions No. R-2025-208 and R-2025-209 as presented and R-2025-210 with the above “friendly amendment.” Council Member Fossler seconded the motion. Motion carried unanimously.

9F. Consider and act on the first reading of Ordinance No. 2025-86, amending the City of Bastrop Code of Ordinances, Chapter 1 General Provisions, Article 1.03, Division 3, Section 1.03.066 by adding “City Council members shall be eligible to participate in the city’s group health insurance program, provided they pay 100% of the required premium.”, and move to include on the January 13, 2026 agenda.

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

***ITEM 9F FAILED DUE TO A LACK OF MOTION OR ACTION. ***

9G. Consider and act on Resolution No. R-2025-214 entering into a Master Transfer Agreement with the Hunter's Crossing Local Government Corporation, the City of Bastrop, and Hunter's Crossing Homeowner's Association.

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

MOTION: Mayor Pro-Tem Kirkland moved to approve Resolution No. R-2025-214 as presented and direct the City Manager to bring back a resolution that vacates the current board and appoints Council as the Hunters Crossing Local Government Corporation Board. Council Member Meyer seconded the motion. Motion carried unanimously.

10. EXECUTIVE SESSION

Before convening into Executive Session, Mayor Harris announced Item 10C will not be discussed and will be tabled for a future meeting.

10C. Section 551.071 to seek advice of legal counsel to discuss and deliberate regarding the Bastrop Economic Development Corporation.

Mayor Harris closed the Open Meeting to convene the City Council into Executive (Closed) Session at 8:40 p.m. pursuant to Texas Government Code, Chapter 551 as follows:

10A. Section 551.074 to deliberate the appointment, employment, and evaluation of the City Manager, including the development of a standard evaluation form.

10B. Sections 551.071 and 551.072 to seek advice of legal counsel to discuss and deliberate regarding the proposed sale of real estate property located adjacent to Blakey Lane.

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 9:41 p.m. and called for any action as a result of the Executive Session.

10A. Section 551.074 to deliberate the appointment, employment, and evaluation of the City Manager, including the development of a standard evaluation form.

MOTION: Council Member Lowe moved to approve the performance review of the City Manager with a one-time increase of \$15,000. Mayor Pro-Tem Kirkland seconded the motion. Motion carried unanimously.

10B. Sections 551.071 and 551.072 to seek advice of legal counsel to discuss and deliberate regarding the proposed sale of real estate property located adjacent to Blakey Lane.

MOTION: Council Member Plunkett moved to approve a not-to-exceed amount of \$750,000 for easement right of way and temporary construction and to appoint the City Manager to execute any and all documents necessary Council Member Fossler seconded the motion. Motion carried unanimously.

12. ADJOURNMENT

Upon receiving a motion duly made and a second to adjourn, Mayor Harris adjourned the December 9th Regular Meeting at 9:43 p.m.

CITY OF BASTROP, TEXAS



Ishmael Harris, Mayor

ATTEST:



Victoria Psencik, Assistant City Secretary