

CITY OF BASTROP

BASTROP CITY COUNCIL

SPECIAL CITY COUNCIL MEETING MINUTES

Tuesday, November 4, 2025

The Bastrop City Council met in a Regular Meeting at 6:30 p.m. on Tuesday, November 4, 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 Natalie Kathleen Thamm
City Secretary Michael Muscarello
Assistant City Secretary Victoria Psencik
Assistant to the City Manager Vivianna Andres
Development Services Director James Cowey
Police Chief Vicky Steffanic
Public Information Manager Colin Guerra
Parks and Recreation Director Jason Alfaro
Project Manager Elizabeth Wick
Assistant Finance Director Laura Allen
Senior Planner Brittany Epling
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 6:30 p.m.

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

Michael and Daniel Orr, students with Adelton Elementary Dillo Squad (Safety Patrol), led the Pledge of Allegiance.

3. INVOCATION

City of Bastrop Police Chaplain Dale Burke delivered the Invocation.

4. PRESENTATIONS

4A. Mayor's Report

4B. Council Members' Report

4C. City Manager's Report

4D. PROCLAMATION – Arbor Day on November 8, 2025

The proclamation was read and signed by Mayor Ishmael Harris.

5. WORK SESSIONS / BRIEFINGS – NONE

6. STAFF AND BOARD REPORTS – NONE

7. CITIZEN COMMENT(S)

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

8. CONSENT AGENDA

- 8A. **Consider and act on the second reading of Ordinance No. 2025-75, granting a one-year extension of the master plan expiration for the Reed Ranch Planned Development District, being 24.04 acres out of the Nancy Blakey Survey, as shown on Attachment 1, located at 615 W Highway 71, within the city limits of Bastrop, Texas.**

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

- 8B. **Consider and act on the second reading of Ordinance No. 2025-74 pertaining to a proposed amendment to Chapter 10 of the Code of Ordinances to revise the minimum number of residential lots or lot size that trigger parkland dedication requirements and to establish minimum park improvement standards as an alternative to park enrichment fee contributions.**

Submitted by: Brittany Epling, Senior Planner

- 8C. **Consider and act on the second reading of Ordinance No. 2025-73, amending the Bastrop Code of Ordinances, Chapter 14, Bastrop Building Block (B3) Code by changing the P1 Nature Place Type to P1 Parks and Open Space, and adopting new and revised code provisions in relation to the P1 Parks and Open Space Place Type and Civic Space.**

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

- 8D. **Consider and act on the second reading of Ordinance No. 2025-80, approving a purchasing contract with Kraftsman Play Systems, Inc for \$2,868,102.88, utilizing Kraftsman Buy Board Purchasing Cooperative number #781-25.**

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

- 8E. **Consider and act on the second reading of Ordinance No. 2025-79, abandoning and vacating a certain section of the Mill Street right-of-way and South Street right-of-way to the south of State Highway 71 and east of Lover's Lane; and authorizing the City Manager to execute any necessary documents to convey the City's remaining real property interests, if any, in said right-of-way to the adjacent owner.**

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

- 8F. Consider and act on the second reading of Ordinance No. 2025-78, amending the Convention Center Capital budget by \$117,510 funded from Hotel Occupancy reserves to pay for necessary roof repairs to the Convention Center.

Submitted by: Laura Allen, Assistant Finance Director

- 8G. Consider and act on the second reading of Ordinance No. 2025-63, amending the Bastrop Code of Ordinances, Chapter 13, Article 13.12 – Impact Fees, Division 4 – Roadway Facilities, to apply the Roadway Impact Fee to newly annexed areas; amending the Service Areas Map to which the Roadway Impact Fees apply to include annexed areas.

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

- 8I. Consider and act on Resolution No. R-2025-139, approving an Interlocal Agreement between the City of Bastrop and the Capital Area Rural Transportation System (CARTS) for shuttle transportation services for City-sponsored, Hotel Occupancy Tax (HOT)-eligible events.

Submitted by: Michaela Joyce, Discover Bastrop Director

Mayor Harris called for requests to remove any item from the Consent Agenda for separate discussion. Council Member Fossler requested Item 8H be removed.

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- 8H. Consider and act on Resolution No. R-2025-187 to authorize a Temporary Access and Use Agreement of city-owned property, described as property located on the unpaved portion of Newton Street, south of Highway 71, and east of Martin Luther King Drive, to Bastrop Executive, LLC.

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

MOTION: Council Member Fossler moved to approve Resolution No. R-2025-187 with revision changes to Section 1.1, 1.4, and 2.1 of the Temporary Access and Use Agreement. Council Member Lowe seconded the motion. Motion carried unanimously.

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

MOTION: Council Member Meyer moved to approve the Consent Agenda as presented after Items 8A, 8B, 8C, 8D, 8E, 8F, and 8G were read into record by Mayor Harris with the exclusion of Item 8H. Council Member Lowe seconded the motion. Motion carried unanimously.

9. ITEMS FOR INDIVIDUAL CONSIDERATION

- 9A. Consider and act on Resolution No. R-2025-181, approving a construction contract with Bull-G Construction, LLC for a not-to-exceed amount of Nine Hundred and Forty-Nine Thousand, Two Hundred Sixteen Dollars and Forty Cents (\$949,216.40) for the construction of the Highway 71 Sanitary Sewer Pipe Bursting Project.

Submitted and Presented by: Elizabeth Wick, CFM, Project Manager

MOTION: Council Member Plunkett moved to approve Resolution No. R-2025-181 as presented. Council Member Meyer seconded the motion. Motion carried unanimously.

10. EXECUTIVE SESSION

Mayor Harris closed the Open Meeting to convene the City Council into Executive (Closed) Session at 7:19 p.m. pursuant to Texas Government Code, Chapter 551 as follows:

- 10A. Section 551.074 to discuss the annual evaluation of the City Manager, Sylvia Carrillo-Trevino.

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 7:58 p.m. and called for any action as a result of the Executive Session.

- 10A. Section 551.074 to discuss the annual evaluation of the City Manager, Sylvia Carrillo-Trevino.

No action was taken on Executive Session Item 10A.

12. ADJOURNMENT

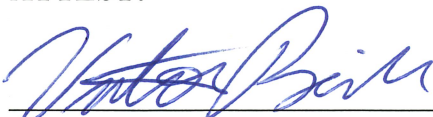
Upon receiving a motion duly made and a second to adjourn, Mayor Harris adjourned the November 4th Special Meeting at 7:59 p.m.

CITY OF BASTROP, TEXAS



Ishmael Harris, Mayor

ATTEST:



Victoria Psencik, Assistant City Secretary