

CITY OF BASTROP

BASTROP CITY COUNCIL REGULAR CITY COUNCIL MEETING MINUTES

Tuesday, January 28, 2025

The Bastrop City Council met in a Regular Meeting on Tuesday, January 28, 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 Pro-Tempore John Kirkland
Council Member Cynthia Meyer
Council Member Cheryl Lee
Council Member Kerry Fossler
Council Member Kevin Plunkett

Staff Present

City Manager Sylvia Carrillo-Trevino
Assistant City Manager Andres Rosales
Interim Assistant City Attorney Stanley Springerley
Assistant City Secretary Victoria Psencik
Assistant to City Manager Vivianna Andres
Chief Financial Officer Edi McIlwain
Development Services Director James Cowey
Police Chief Vicky Steffanic
Community Engagement Director Kathy Danielson
Main Street Manager Michaela Joyce
Public Works Director John Eddleton
Parks & Recreation Director Terry Moore
Senior Planner Kennedy Higgins
Public Information Officer Colin Guerra
Fire Chief Chris Stone

Council Members Absent

Mayor Lyle Nelson * *resigned 1/14/2025*

1. CALL TO ORDER

With a quorum being present Mayor Pro-Tempore Kirkland called the Regular City Council meeting to order at 6:30 p.m.

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

Jalieggh Ledunah and Olivia Alonge with Bastrop Middle School National Junior Honor Society led the Pledge of Allegiance.

3. INVOCATION

City of Bastrop Police Chaplain Robert Oliver delivered the invocation.

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

4E. **Presentation regarding Mardi Gras.**

Submitted by: Kathy Danielson, Community Engagement Director

4D. **Year in Review Presentation.**

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

5. **CITIZEN COMMENT(S)**

Citizen(s) addressing the City Council on an item, not on the agenda: Dock Jackson and Pablo Serna.

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

The Council took **no** action on Item 6A.

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

The Council took **no** action on Item 6B.

7. **FINANCIAL TRANSPARENCY AND BUDGET PREPARATION**

7A. **Receive a presentation of the unaudited financial monthly report 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

[Editor's Note: After the presentation of Item 7B, Mayor Pro-Tempore Kirkland called on City Manager Carrillo-Trevino to make public service announcements.]

City Manager's Public Service Announcements

“Dam Failure - What we know so far is during scheduled work earlier this afternoon, one of nine gates at Longhorn Dam failed in the open position causing the Lady Bird Lake level to begin dropping. The cause of the failure is under investigation. As of 2 p.m., the LBL lake level is down by one foot and continues dropping.”

“Austin Water’s Department Emergency Operations Center has been activated. South Pleasant Valley Road, between Cesar Chavez Street and South Lakeshore Boulevard, is currently closed to traffic in both directions due to the work on the dam. The City of Austin’s Office of Homeland Security and Emergency Management has set up a situational call and is monitoring.”

COMPREHENSIVE PLAN OPEN HOUSE – BASTROP PUBLIC LIBRARY – 6PM

CODE AMENDMENTS AFFECTING P2 & P3 TO BE HELD BEGINNING IN

2/17 Monday 5:00pm

Bastrop Convention Center Planning & Zoning Commission Meeting 1

2/24 Monday 5:00pm

Bastrop Convention Center Planning & Zoning Commission Meeting 2

*3/4 Tuesday 6:30pm**

Bastrop Convention Center City Council Meeting 1

*3/11 Tuesday 6:30pm**

Bastrop Convention Center City Council Meeting 2

New Radio Tower for Emergency Management – Partnership with the County for redundancy in Emergency Management – Grant Funded

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, City Manager

8. **CONSENT AGENDA**

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

- 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

- 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

Mayor Pro-Tempore Kirkland called for requests to remove any item from the Consent Agenda for separate discussion. Council Member Fossler requested Items 8A, 8B, and 8E to be removed from the Consent Agenda for separate discussion. Council Member Lee requested Item 8G to be removed from the Consent Agenda for separate discussion.

MOTION: Council Member Meyer moved to approve the Consent Agenda 8C, 8D, 8F, 8I through 8K as presented. Council Member Lee seconded the motion. Motion carried unanimously.

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- 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

MOTION: Council Member Meyer moved to approve the Tuesday December 3, 2024, Joint Council and Bastrop EDC Meeting minutes; Tuesday, January 14, 2025, Regular Meeting minutes; Wednesday, January 16, 2025, Joint Council and Planning and Zoning Commission Workshop minutes; and Friday, January 17, 2025, Special Meeting minutes. Council Member Plunkett seconded the motion. Motion carried unanimously.

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- 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

MOTION: Council Member Fossler moved to approve Resolution No. R-2025-18 granting Historic Landmark status for 0.817 acres out of Farm Block 16 West of Main Street. Council Member Lee seconded the motion. Motion carried unanimously.

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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

Citizen Comment(s): Pablo Serna

MOTION: Council Member Meyer moved to approve the second reading of Ordinance No. 2025-04 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) and with the addition of the maximum of 50 percent for Accessory Dwelling Units (ADUs). Motion failed for lack of a second.

MOTION: Council Member Plunkett moved to approve the second reading of Ordinance No. 2025-04 as presented to amend 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). Council Member Lee seconded the motion. Motion carried unanimously.

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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

Citizen Comment(s): Did not speak – Gregory LeBlanc, Sheridan Tiner, Toby Tiner, Annie Limmer, and Garrett Limer

MOTION: Council Member Lee moved to approve the second reading of Ordinance No. 2025-02 as presented to amend 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. Council Member Meyer seconded the motion. Motion carried unanimously.

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EXECUTIVE SESSION

Mayor Pro-Tempore Kirkland closed the Open Meeting to convene the City Council into Executive (Closed) Session at 8:50 p.m. pursuant to Texas Government Code, Chapter 551.071 Consultation with Attorney for the following items:

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

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

Submitted by: Charlie Zech, Interim City Attorney

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

Mayor Pro-Tempore Kirkland reconvened the City Council into Open Session at 9:42 p.m. Mayor Pro-Tempore Kirkland called for any action as a result of the Executive Session.

- 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

MOTION: Council Member Meyer moved to postpone Item 9C until the next regularly scheduled City Council Meeting on Tuesday, February 11th, 2025. Council Member Fossler seconded the motion. Motion carried unanimously.

MOTION: Council Member Plunkett moved to suspend the rules of procedure for the remainder of this meeting by using a voice vote instead of a roll call vote for the interest of time. Council Member Meyer seconded the motion. Motion carried unanimously.

- 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

MOTION: Council Member Meyer moved to postpone Item 9D until the next regularly scheduled City Council Meeting on Tuesday, February 11th, 2025. Council Member Fossler seconded the motion. Motion carried unanimously.

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

Submitted by: Charlie Zech, Interim City Attorney

MOTION: Council Member Plunkett moved to approve a Resolution adopting the following November 2024 Charter Amendments – Proposition A through F and H through K. Council Member Meyer seconded the motion. Motion carried into a tie – Council Members Plunkett and Meyer voted for, and Council Members Lee and Fossler voted against. Mayor Pro-Tempore Kirkland casted the deciding vote as “for” and the motion carried.

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

MOTION: Council Member Fossler moved to approve Resolution No. R-2025-26 to approve the next round of proposed Bastrop Bird Junction Project locations. Council Member Plunkett seconded the motion. Motion carried unanimously.

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

MOTION: Council Member Plunkett moved to approve Resolution No. R-2025-28 for the execution of a term contract with Holbrook Asphalt Company for high-density mineral bond seal treatment for asphalt pavement. Council Member Fossler seconded the motion. Motion carried unanimously.

MOTION: Council Member Plunkett moved to extend the meeting time until 10:10 pm. Council Member Lee seconded the motion. Motion carried unanimously.

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

MOTION: Council Member Plunkett moved to approve Resolution No. R-2025-21 to approve Change Order #2 with BAR Constructors, Inc in regard to the Wastewater

Treatment Plant #3 Project. Council Member Meyer seconded the motion. Motion carried unanimously.

- 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

MOTION: Council Member Lee moved to approve Resolution No. R-2025-27 to approve Change Order #3 with BAR Constructors, Inc in regard to the Wastewater Treatment Plant #3 Project. Council Member Fossler seconded the motion. Motion carried unanimously.

10. ADJOURNMENT

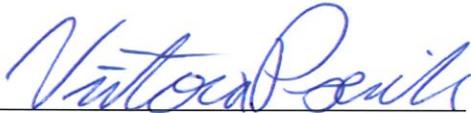
Upon receiving a motion duly made and seconded to adjourn, the January 28th Regular Meeting was adjourned at 10:09 p.m.

CITY OF BASTROP, TEXAS



John Kirkland, Mayor Pro-Tempore

ATTEST:



Victoria Psencik, Assistant City Secretary