

**CITY OF BASTROP**  
**BASTROP CITY COUNCIL**  
**REGULAR CITY COUNCIL MEETING MINUTES**

**Tuesday, April 8, 2025**

The Bastrop City Council met in a Regular Meeting on Tuesday, April 8, 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

**Council Members Absent**

Mayor Lyle Nelson \*resigned 1/14/2025

**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 Vivianne Andres  
Finance Director Judy Sandrussi  
Assistant Finance Director Laura Allen  
Development Services Director James Cowey  
Police Chief Vicky Steffanic  
Fleet and Facilities Manager Doug Haggerty  
Public Information Officer Colin Guerra  
Director of Engineering Tiger Davis  
Animal Control/Code Compliance Robert McBain  
Parks and Recreation Director Terry Moore  
Water & Wastewater Director Curtis Hancock  
Community Engagement Director Kathy Danielson

**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**

Katherine Ramirez and Mariela Perez Rangel, 10<sup>th</sup> Graders from Colorado River Collegiate Academy, led the Pledge of Allegiance.

**3. INVOCATION**

City of Bastrop Police Chaplain Dale Burke delivered the Invocation.

**4. EXECUTIVE SESSION**

Mayor Pro-Tempore Kirkland closed the Open Meeting to convene the City Council into Executive (Closed) Session at 6:34 p.m. pursuant to Texas Government Code, Chapter 551.071, to seek the advice of legal counsel for the following posted agenda items listed under Items for Individual Consideration:



11G. Consider and act on Resolution No. R-2025-69, approving a Development Agreement between the City of Bastrop a Home Rule City and WB Bastrop Land, LLC, A Texas limited liability company, W Land Development Management, a Texas limited liability company; for 289.4 +/- acres of land located within the Mozea Rousseau Survey, Abstract No. 56 in Bastrop County, Texas; west of State Highway 304 and North of Lower Red Rock Road, with a portion of the property being located within the 1-mile Extraterritorial Jurisdiction (ETJ) of the City of Bastrop, and the remainder of the property being located within the Voluntary ETJ of the City of Bastrop, as attached in Attachment "A". This parcel of land has also been referred to as the Ironwood Development. That name is subject to change.

11H. Consider and act on Resolution No. R-2025-70, approving a Utility Agreement between the City of Bastrop a Home Rule City and WB Bastrop Land, LLC, A Texas limited liability company, W Land Development Management, a Texas limited liability company; for 289.4 +/- acres of land located within the Mozea Rousseau Survey, Abstract No. 56 in Bastrop County, Texas; west of State Highway 304 and North of Lower Red Rock Road, with a portion of the property being located within the 1-mile Extraterritorial Jurisdiction (ETJ) of the City of Bastrop, and the remainder of the property being located within the Voluntary ETJ of the City of Bastrop, as attached in "Attachment A". This parcel of land has also been referred to as the Ironwood Development. That name is subject to change.

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

11G. Consider and act on Resolution No. R-2025-69, approving a Development Agreement between the City of Bastrop a Home Rule City and WB Bastrop Land, LLC, A Texas limited liability company, W Land Development Management, a Texas limited liability company; for 289.4 +/- acres of land located within the Mozea Rousseau Survey, Abstract No. 56 in Bastrop County, Texas; west of State Highway 304 and North of Lower Red Rock Road, with a portion of the property being located within the 1-mile Extraterritorial Jurisdiction (ETJ) of the City of Bastrop, and the remainder of the property being located within the Voluntary ETJ of the City of Bastrop, as attached in Attachment "A". This parcel of land has also been referred to as the Ironwood Development. That name is subject to change.

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of the property being located within the Voluntary ETJ of the City of Bastrop, as attached in "Attachment A". This parcel of land has also been referred to as the Ironwood Development. That name is subject to change.

Mayor Pro-Tempore Kirkland reconvened the City Council into the Open Session at 6:49 p.m.

## 11. ITEMS FOR INDIVIDUAL CONSIDERATION

- 11G. Consider and act on Resolution No. R-2025-69, approving a Development Agreement between the City of Bastrop a Home Rule City and WB Bastrop Land, LLC, A Texas limited liability company, W Land Development Management, a Texas limited liability company; for 289.4 +/- acres of land located within the Mozea Rousseau Survey, Abstract No. 56 in Bastrop County, Texas; west of State Highway 304 and North of Lower Red Rock Road, with a portion of the property being located within the 1-mile Extraterritorial Jurisdiction (ETJ) of the City of Bastrop, and the remainder of the property being located within the Voluntary ETJ of the City of Bastrop, as attached in Attachment "A". This parcel of land has also been referred to as the Ironwood Development. That name is subject to change.

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

**MOTION:** Council Member Plunkett moved to approve Resolution No. R-2025-69 as presented. Council Member Meyer seconded the motion. **NO VOTE ON MOTION.**

Item 11G was "tabled" until later in the meeting because the City Manager discussed it with the developers.

## 6. PRESENTATIONS

- 6E. PROCLAMATION - Honoring Reverend Emeritus C.A. Williams, beloved Pastor of Macedonia First Baptist Church.

Submitted by: Council Member Cheryl Lee

The proclamation was read and signed by Mayor Pro-Tempore Kirkland.

- 6A. Mayor Pro Tem's Report

- 6B. Council Members' Report

*[Editor's Note: Council Member Fossler announced that she filed a Conflict of Interest Statement with the Assistant City Secretary regarding Item 6C (North End Prairie Update) on the City Manager's Report, and has recused herself from the discussion of this item. A copy of the signed Conflict of Interest Statement is attached hereto and made a part of these minutes as Exhibit A.]*

6C. **City Manager's Report**

- Hotel Occupancy 2<sup>nd</sup> Quarter Report
- Legal Expenses and Processes
- North End Prairie Update (*Council Member Fossler recused herself when this item was discussed*)
- 1005 Pecan Update
- Joint Meeting with the BEDC on April 21, 2025
- Comprehensive Plan Update
- New Utility Billing Portal
- Water Well Update
- Bridge Rehabilitation

6D. **Presentation on Board and Commission Work Plans:**

- **Parks and Recreation Board / Public Tree Advisory Board**

Item 6D was not presented.

7. **WORK SESSIONS / BRIEFINGS**

No items were posted for Work Sessions/Briefings.

8. **FINANCIAL TRANSPARENCY AND BUDGET PREPARATION**

8A. **Review and discuss the Fleet and Facilities Department and the Convention Center Department funds.**

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

Presented by: Doug Haggerty, Fleet and Facilities Manager

Presented by: Kathy Danielson, Community Engagement Director

No action was taken on Item 8A.

9. **CITIZEN COMMENT(S)**

Citizen(s) addressing the City Council on an item, not on the agenda: Carol Spencer, Jeanette Watson, and Heather Greene

Submitted a comment but did not wish to speak – Ray Leal.

11. **ITEMS FOR INDIVIDUAL CONSIDERATION**

11G. **Consider and act on Resolution No. R-2025-69, approving a Development Agreement between the City of Bastrop a Home Rule City and WB Bastrop Land, LLC, A Texas limited liability company, W Land Development Management, a Texas limited liability company; for 289.4 +/- acres of land**



located within the Mozea Rousseau Survey, Abstract No. 56 in Bastrop County, Texas; west of State Highway 304 and North of Lower Red Rock Road, with a portion of the property being located within the 1-mile Extraterritorial Jurisdiction (ETJ) of the City of Bastrop, and the remainder of the property being located within the Voluntary ETJ of the City of Bastrop, as attached in Attachment "A". This parcel of land has also been referred to as the Ironwood Development. That name is subject to change.

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

**MOTION:** Council Member Fossler moved to approve Resolution No. R-2025-69 with the changes to update the impervious cover percentages to the current established percentages. Council Member Plunkett seconded the motion. Motion carried unanimously.

- 11H. Consider and act on Resolution No. R-2025-70, approving a Utility Agreement between the City of Bastrop a Home Rule City and WB Bastrop Land, LLC, A Texas limited liability company, W Land Development Management, a Texas limited liability company; for 289.4 +/- acres of land located within the Mozea Rousseau Survey, Abstract No. 56 in Bastrop County, Texas; west of State Highway 304 and North of Lower Red Rock Road, with a portion of the property being located within the 1-mile Extraterritorial Jurisdiction (ETJ) of the City of Bastrop, and the remainder of the property being located within the Voluntary ETJ of the City of Bastrop, as attached in "Attachment A". This parcel of land has also been referred to as the Ironwood Development. That name is subject to change.

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

**MOTION:** Council Member Plunkett moved to approve Resolution No. R-2025-70 as presented. Council Member Meyer seconded the motion. Motion carried unanimously.

- 11I. Consider and act on Resolution No. R-2025-68, regarding a CCN Transfer Agreement of the wastewater CCN from Aqua Water Supply Corporation to the City of Bastrop for the Ironwood Development.

Submitted by: Andres Rosales, Assistant City Manager

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

**MOTION:** Council Member Lee moved to approve Resolution No. R-2025-68 as presented. Council Member Meyer seconded the motion. Motion carried unanimously.

- 11J. Consider and act on Resolution R-2025-76 approving an interlocal cooperative agreement for an interagency loan of \$600,000 from the Bastrop Economic Development Corporation (BEDC) to the City of Bastrop to fund infrastructure improvements related to Burleson Crossing East.

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

**MOTION:** Council Member Plunkett moved to approve Resolution No. R-2025-76 as presented. Council Member Meyer seconded the motion. Motion carried unanimously.

- 11K. Consider and act on Ordinance No. 2025-46, a Chapter 380 agreement with BEBD Frontage Road, LLC and the City of Bastrop in an amount not to exceed \$600,000 for improvements at HWY 71, adjacent to Burleson Crossing East retail development located at HWY 71 and Ed Burleson Road.

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

Citizen Comment submitted specifically to Item 11K: Lyle Nelson

**MOTION:** Council Member Fossler moved to approve the first reading of Ordinance No. 2025-46 with the caveat added that all change orders must be approved by City Council and include on the April 22, 2025 Consent Agenda for a second reading. Council Member Lee seconded the motion. Motion carried unanimously.

## 10. CONSENT AGENDA

- 10A. Consider and act on the second reading of Ordinance No. 2025-34, for a Zoning Concept Scheme request to rezone the project site from P5 Core to Planned Development District (“PDD”) with a base district of P5 Core, for the area described as being 43.112 +/- acres out of the Nancy Blakey Survey, Abstract 98, located at 540 W SH 71 Bastrop, TX 78602, within the city limits of Bastrop, Texas. This parcel is also referred to the Nixon Tract.

Submitted by: Andres Rosales, Assistant City Manager

- 10D. Consider and act on the first reading of Ordinance No. 2025-41, amending Chapter 15, Article 15.01 “Cemeteries” of the Bastrop Code of Ordinances, to reflect various updates to language and add provisions for the operation of a Columbarium and move to include on the April 22, 2025, Consent Agenda for a second reading.

Submitted by: Judy Sandroussi, Finance Director

Mayor Pro-Tempore Kirkland called for requests to remove any item from the Consent Agenda for separate discussion. Mayor Pro-Tempore Kirkland removed Item 10E from the Consent Agenda for a separate discussion and vote. Council Member Lee requested Item 10B be removed from the Consent Agenda for a separate discussion and vote. Council Member Fossler requested that Item 10C be removed from the Consent Agenda for a separate discussion and vote.



**MOTION:** Council Member Lee moved to approve the Consent Agenda Item 10A and Item 10D as presented after being read into the record by Mayor Pro-Tempore Kirkland. Council Member Fossler seconded the motion. Motion carried unanimously.

\* \* \* \* \*

- 10B. **Consider and act on the second reading of Ordinance No. 2025-37, amending the Bastrop Code of Ordinances Chapter 13 - Utilities, Article 13.02 Water and Wastewater Rates and Charges, Section 13.02.003 Sewer Connection and Tapping Fees, by enacting Section 13.02.003 (b)(1-13).**

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

**MOTION:** Council Member Lee moved to approve the second reading of Ordinance No. 2025-37 as presented. Council Member Fossler seconded the motion. Motion carried unanimously.

\* \* \* \* \*

- 10C. **Consider and act on Ordinance No. 2025-40 to amend the B3 Technical Manual Table 1.4.001A, Development Application Approval Process.**

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

**MOTION:** Council Member Fossler moved to approve the second reading of Ordinance No. 2025-37 with the amendment to Exhibit A to reflect changing "BOA" to "ZBA" Zoning Board of Adjustment. Council Member Lee seconded the motion. Motion carried unanimously.

\* \* \* \* \*

- 10E. **Consider and act to approve the Bastrop City Council meeting minutes from the Tuesday, March 25, 2025, Regular Meeting.**

Submitted by: Victoria Psencik, Assistant City Secretary

**MOTION:** Council Member Plunkett moved to approve the Tuesday, March 25<sup>th</sup> City Council Regular Meeting minutes with striking through irrelevant pages 9 and 10 of the minutes. Council Member Meyer seconded the motion. Motion carried unanimously.

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## 11. ITEMS FOR INDIVIDUAL CONSIDERATION, continued

- 11A. **Consider, and act on the second reading of Ordinance No. 2025-28, amending the Master Fee Schedule for tree mitigation fees and amending the Code of Ordinances Chapter 1 "General Provisions", adding Section 1.13.05 "Trees**

on Private Property"; amending the Bastrop Building Block (B3) Code, Section 6.3.004 "Protected & Heritage Trees, adding subsection (i) Administrative Decision; establishing fees and the penalty for violation.

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

**ORIGINAL MOTION:** Council Member Meyer moved to approve the second reading of Ordinance No. 2025-28 as presented. Council Member Plunkett seconded the motion.

Council Member Fossler moved to make a **"friendly" amendment** to the original motion to add :

- "replace a tree with at least a 2-inch caliper tree or an acceptable native landscaping plant from the list"

Council Members Meyer (original motion maker) and Plunkett (seconder) accepted the friendly amendment.

**REVISED MOTION:** Council Member Meyer moved to approve the second reading of Ordinance No. 2025-28 with the amendment listed above. Council Member Plunkett seconded the motion. Motion carried unanimously.

11B. **Consider and act on Resolution No. R-2025-75 to accept the grant from the Lower Colorado River Authority's Steps Forward Program in the amount of \$1,000 plus labor expenses.**

Submitted and Presented by: Terry Moore, Parks & Recreation Director

**MOTION:** Council Member Plunkett moved to approve Resolution No. R-2025-75 as presented. Council Member Meyer seconded the motion. Motion carried unanimously.

11C. **Consider and act on the first reading of Ordinance No. 2025-17, amending Code of Ordinances Chapter 2 "Animal Control", Article 2.02 "Vaccination and Licensing of Dogs and Cats" and Article 2.04 "Impoundment", removing Section 2.02.004 "License Tag and Collar."; amending Section 2.02.008 "Licensing and Fees" to "Pet Registration Requirement" and removing subsection (a)-(c); removing Section 2.04.006 "Confinement of Female Dogs and Cats during estrus"; move to include on the April 22, 2025, consent agenda for a second reading. This item is also referred to as the Microchipping Ordinance.**

Submitted and Presented by: Robert McBain, Animal Control / Code Compliance

**MOTION:** Council Member Plunkett moved to approve the first reading of Ordinance No. 2025-17 as presented and to include on April 22, 2025 Consent Agenda for the second reading. Council Member Meyer seconded the motion. Motion carried unanimously.



11D. A. Conduct a public hearing, consider and act on second reading of Ordinance No. 2025-38 Levying Special Assessments For, And Apportioning The Costs Of, Certain Improvements To Property In And For The Valverde Public Improvement District Improvement Area #1; Fixing A Charge And Lien Against All Properties Within The District, And The Owners Thereof; Providing For The Manner And Method Of Collection Of Such Assessments; Making A Finding Of Special Benefit To Property In The District And The Real And True Owners Thereof; Approving A Service And Assessment Plan.

B. Consider and act on second reading of Ordinance No. 2025-39 Authorizing The Issuance Of The "City Of Bastrop, Texas Special Assessment Revenue Bonds, Series 2025 (Valverde Public Improvement District Improvement Area #1 Project)"; Approving And Authorizing An Indenture Of Trust, A Bond Purchase Agreement, An Offering Memorandum, A Continuing Disclosure Agreement And Other Agreements And Documents In Connection Therewith; Making Findings With Respect To The Issuance Of Such Bonds.

Mayor Pro-Tempore Kirkland opened the Public Hearing at 9:22 p.m. for the Valverde Public Improvement District Improvement Area #1 listed in Item 11D letter A.

Public Hearing: No comments were submitted.

Mayor Pro-Tempore Kirkland closed the Public Hearing at 9:22 p.m. for the Valverde Public Improvement District Improvement Area #1 listed in Item 11D letter A.

**Item 11D (A) MOTION:** Council Member Meyer moved to approve the second reading of Ordinance No. 2025-38 as presented. Council Member Plunkett seconded the motion. Motion carried unanimously.

**Item 11D (B) MOTION:** Council Member Plunkett moved to approve the second reading of Ordinance No. 2025-39 as presented. Council Member Meyer seconded the motion. Motion carried unanimously.

11E. Consider and act on Resolution No. R-2025-77 to amend the Reimbursement Resolution previously approved for the Valverde Public Improvement District from the amount of \$11,939,000 to \$12,303,000 to account for delays in issuance and other administrative costs.

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

**MOTION:** Council Member Plunkett moved to approve Resolution No. R-2025-77 as presented. Council Member Meyer seconded the motion. Motion carried unanimously

- 11F. Consider and act on Ordinance No. 2025-42 to engage Trane Technologies, under the Omnia Partners Cooperative Purchase Agreement, by means of a Project Development Agreement (PDA), to begin a design/build construction approach for the City of Bastrop for the design and construction of a new, high-efficiency wastewater treatment facility to meet the city's requirements for continued growth and other as needed projects related to water and wastewater.

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. 2025-42 as presented and to include it on the April 22, 2025 Consent Agenda for a second reading. Council Member Lee seconded the motion. Motion carried unanimously.

- 11L. Consider and act on Resolution No. R-2025-73, authorizing the issuance of a Request for Qualifications (RFQ) for City Attorney Services.

Submitted by: Andres Rosales, Assistant City Manager

**MOTION:** Council Member Lee moved to approve Resolution No. R-2025-73 as presented. Council Member Meyer seconded the motion. Motion carried unanimously.

- 11M. Consider and act on Resolution No. R-2025-74, authorizing the issuance of a Request for Qualifications (RFQ) for Bond Counsel Services.

Submitted by: Andres Rosales, Assistant City Manager

**MOTION:** Council Member Meyer moved to approve Resolution No. R-2025-74 as presented. Council Member Plunkett seconded the motion. Motion carried unanimously.

12. **ADJOURNMENT**

Upon receiving a motion duly made and seconded to adjourn, the April 8<sup>th</sup> Regular Meeting was adjourned at 9:35 p.m.

**CITY OF BASTROP, TEXAS**

  
\_\_\_\_\_  
John Kirkland, Mayor Pro-Tempore

**ATTEST:**

  
\_\_\_\_\_  
Victoria Psencik, Assistant City Secretary





# CONFLICT OF INTEREST STATEMENT

I, Kerry L. Fossler, a local public official of the City of Bastrop, Texas (the City), make this affidavit and hereby on oath state the following:

Action being contemplated by the (please circle) City Council or Board/Commission at the 4/8/2025 Meeting, Agenda Item 6C - North End Prairie may have an effect on a business entity or real property in which I have an interest. Such interest may be a "substantial interest" as that term is defined in Chapter 171 of the Texas Local Government Code. ~~The action being contemplated may have a special economic effect on the business entity or real property distinguishable from the effect on the public.~~ **Not applicable for Bastrop Code of Ethics**

1. The business entity or real property in which I have an interest is described as follows (name; address; or lot description): 2nd degree relative (sibling) ownership of:  
Farm Lot, BLOCK 13 E M ST, ACRES 3.962 (Property ID 126740),  
PECAN STREET BASTROP LLC, HOMES FOR GOOD FOUNDATION

2. The nature and extent of my interest in the business entity or real property is herein described by stating that either I or a person related to me in the ~~first degree~~ <sup>second degree</sup> by consanguinity (blood) or affinity (marriage), as determined by Chapter 573 of the Texas Government Code (check all that apply):

- ☒ own 10% or more of the voting stock or shares of the business entity;
- ☒ own 10% or more of the fair market value of the business entity;
- ☒ own \$15,000 or more of the fair market value of the business entity; and/or received funds that exceed 10% of gross income for the previous year;
- ☒ has an equitable or legal ownership in real property with a fair market value of \$2,500 or more.

3. Alternatively, even if I do not have a "substantial interest" as defined by Chapter 171 of the Texas Local Government Code, I am filing this affidavit so to avoid the appearance of impropriety. My interest may be described as follows:

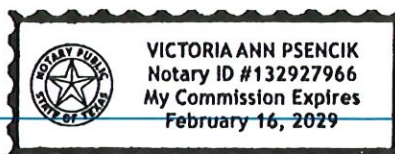
I do not personally have a "substantial interest" in the disclosed entities and property, but relatives within the 3rd degree (as defined in the Bastrop Code of Ethics) have a P3 development/subdivision matter pending matter before city staff, with original application filed on 8/08/2022. Their matter may never come before City Council, but I am disclosing and recusing myself from City Manager Report - UPDATE 6C because it is specific to their property, even though it's a report and not an actionable agenda item. This disclosure includes the previous calendar year, and up to any future date at which the pending matter might come before City Council.

## \*\*\* AFFIDAVIT \*\*\*

Upon the filing of this affidavit with the City/Board Secretary, I affirm that I shall abstain from any discussion, vote, or decision involving this business entity or real property unless a majority of the members of the governmental entity of which I am a member is likewise required to file and has filed affidavits declaring similar interests on the same official action.

SIGNED this 8th day of April 2025. [Signature]  
Signature of Affiant

SWORN TO AND SUBSCRIBED BEFORE ME on this the 8th day of April, 2025.



[Signature]  
Notary Public in and for the State of Texas  
My Commission Expires: 2/16/2029