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**September 22, 2026**  
**Regular City Council Meeting at 6:30 PM**

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*City of Bastrop City Council meetings are available to all persons regardless of disability. If you require special assistance, please contact the City Secretary at (512) 332-8800 or write 1311 Chestnut Street, 78602, or by calling through a T.D.D. (Telecommunication Device for the Deaf) to Relay Texas at 1-800-735-2989 at least 48 hours in advance of the meeting.*

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The City of Bastrop reserves the right to reconvene, recess, or realign the Regular Session or called Executive Session or order of business at any time prior to adjournment.

**PLEASE NOTE: ANYONE IN ATTENDANCE WISHING TO ADDRESS THE COUNCIL MUST COMPLETE A CITIZEN COMMENT FORM AND GIVE THE COMPLETED FORM TO THE CITY SECRETARY PRIOR TO THE START OF THE CITY COUNCIL MEETING. ALTERNATELY, IF YOU ARE UNABLE TO ATTEND THE COUNCIL MEETING, YOU MAY COMPLETE A CITIZEN COMMENT FORM WITH YOUR COMMENTS AT [CITYOFBASTROP.ORG/CITIZENCOMMENT](http://CITYOFBASTROP.ORG/CITIZENCOMMENT) AT LEAST TWO HOURS BEFORE THE MEETING STARTS ON THE REQUESTED DATE. COMMENTS SUBMITTED BY THIS TIME WILL BE GIVEN TO THE CITY COUNCIL DURING THE MEETING AND INCLUDED IN THE PUBLIC RECORD, BUT NOT READ ALOUD. COMMENTS FROM EACH INDIVIDUAL IN ATTENDANCE WILL BE LIMITED TO THREE (3) MINUTES.**

**1. CALL TO ORDER**

**2. PLEDGE OF ALLEGIANCE** - Michelle Nicholas, Riverside Middle School Volleyball and Band

**TEXAS PLEDGE OF ALLEGIANCE** - *Honor the Texas Flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.*

**3. INVOCATION** - Police Chaplain Bob Long

**4. PRESENTATIONS**

4A. Mayor's Report

4B. Council Members' Report

4C. City Manager's Report

4D. PROCLAMATION - National Bullying Prevention and Domestic Violence Awareness Month

**5. WORK SESSIONS/BRIEFINGS**

**6. STAFF AND BOARD REPORTS**

6A. Receive a presentation on the unaudited Monthly Financial Report for the period ending August 2026 (unaudited).

Submitted by: Judy Sandroussi, Finance Director

**7. CITIZEN COMMENTS**

*At this time, three (3) minute comments will be taken from the audience on any topic. Anyone in attendance wishing to address the Board/Commission must complete a citizen comment form and give the completed form to the Board/Commission Secretary prior to the start of the Board/Commission meeting. In accordance with the Texas Open Meetings Act, if a citizen discusses any item not on the agenda, the Board/Commission cannot discuss issues raised or make any decision at this time. Instead, the Board/Commission is limited to making a statement of specific factual information or a recitation of existing policy in response to the inquiry. Issues may be referred to the City Manager for research and possible future action. Profanity, physical or other threats are not allowed and may subject the speaker to loss of the time for comment, and if disruptive to the conduct of business, could result in removal of the speaker. Speakers will be asked to indicate whether they are a resident or non-resident of the City of Bastrop.*

**8. CONSENT AGENDA**

**All matters listed under "Consent Agenda" are considered to be routine by the city council and will be enacted by one motion. There will not be a separate discussion of these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately.**

8A. Consider action to approve the second reading of Ordinance No. 2026-33, amending the Code of Ordinances, Chapter 12, titled "Traffic and Vehicle," Article 12.06.003 titled "Restricted Parking Near Schools" amended to read as described and attached hereto as Exhibit A; and provide for an effective date.

Submitted by: Vicky Steffanic, Chief of Police

8B. Consider and act on Resolution No. R-2026-13, ratifying and approving a Memorandum of Understanding between the City of Bastrop and the Texas Division of Emergency Management relating to participation in the Texas Emergency Management Assistance Teams Program, as attached in Exhibit A.

Submitted by: Andres Rosales, Assistant City Manager

8C. Consider and act to approve the Bastrop City Council minutes from the September 1st City Council Special Meeting, September 8th City Council Regular Meeting, and September 15th City Council Special Meeting.

Submitted by: Michael Muscarello, TRMC, CMC, CPM, City Secretary

## **9. ITEMS FOR INDIVIDUAL CONSIDERATION**

- 9A. Conduct a public hearing, consider and act on the first reading of Ordinance No. 2026-37, amending the Municipal Service Plan for +/-12.95 acres of land out of the Nancy Blakey Survey, Abstract No. 98, out of the remainder of a called +/-30.00 acre tract conveyed to Erhard Legacy Partners, LTD., a Texas Limited Partnership, recorded in Document No. 201502919 of the Official Public Records of Bastrop County, Texas located within the city limits of the City of Bastrop, Texas, located east of Edward Burleson Lane, and north of State Highway 71, more commonly known as "Burleson Crossing East", as shown in Exhibit "A"; and move to include on the October 13, 2026, Consent Agenda for a second reading.

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

- 9B. Conduct a public hearing, consider and act on the first reading of Ordinance No. 2026-38, amending the Municipal Service Plan for +/-56.620 acres of land out of the Nancy Blakey Survey, Abstract No. 98, being a portion of the Reserve tract out of the plat of the Lone Star Storage Subdivision, and also being a portion of that certain +/-74.974 acre tract described in instrument to PRC 01 Bastrop, LLC recorded in Document No. 202200112 of the Official Public Records of Bastrop County, Texas, located within the city limits of the City of Bastrop, Texas, east of FM 969, and north of State Highway 71, more commonly known as "Pearl River/Sendero", as shown in Exhibit "A"; and move to include on the October 13, 2026, Consent Agenda for a second reading.

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

- 9C. Consider action to approve Resolution No. R-2026-132 of the City Council of the City of Bastrop, Texas, confirming annual board appointments of the Mayor, 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, TRMC, CMC, CPM, City Secretary

- 9D. Consider and act on Resolution No. R-2026-138 regarding the termination of the City's agreement with Community Lawn LLC and authorization for interim mowing services for City parkland and the Senior Center through December 31, 2026.

Submitted by: Jesslyna Olivares, Parks and Recreation Manager

- 9E. Consider and act on Resolution No. R-2026-136 of the City Council of Bastrop, Texas, recinding prior determinations denying vested rights for the North End Prairie project; recognizing the project's vested rights under Chapter 245, Texas Local Government Code; approving and confirming the City Manager's letter to the applicant; and providing an effective date.

Submitted by: Charles Zech, City Attorney

## **10. EXECUTIVE SESSION**

- 10A. City Council shall convene into a closed executive session pursuant to Texas Local Government Code Section § 551.087 to deliberate regarding Economic Development for a Chapter 380 Economic Development Agreement with Marriott Partners.

10B. The City Council will convene in closed session pursuant to Section 551.071, Texas Government Code, to seek the advice of its attorneys regarding pending litigation and settlement, specifically Pecan Street Bastrop, LLC v. City of Bastrop, Cause No. 465-1123, in the 465th Judicial District Court, Bastrop County, Texas, concerning the North End Prairie project, City Project No. 24-000234, and the vested rights claims asserted therein under Chapter 245, Texas Local Government Code.

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

**12. ADJOURNMENT**

***All items on the agenda are eligible for discussion and action unless specifically stated otherwise.***

***The Bastrop City Council reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Sections §551.071 (Consultation with Attorney), §551.072 (Deliberations about Real Property), §551.073 (Deliberations about Gifts and Donations), §551.074 (Personnel Matters), §551.076 (Deliberations about Security Devices), and §551.087 (Economic Development), and §551.086 (Competitive Matters regarding Electric Utility).***

I, the undersigned authority, do hereby certify that this Notice of Meeting as posted in accordance with the regulations of the Texas Open Meetings Act on the bulletin board located at the entrance to the City of Bastrop City Hall, a place convenient and readily accessible to the general public, as well as to the City's website, [www.cityofbastrop.org](http://www.cityofbastrop.org) and said Notice was posted on the following date and time: September 16, 2026 at 5:00 p.m. and remained posted for at least two hours after said meeting was convened.

/s/ Michael Muscarello  
Michael Muscarello, TRMC, CMC, CPM  
City Secretary



# Proclamation



**WHEREAS**, domestic violence and bullying affect individuals, children, families, and communities across Texas, and survivors, advocates, anti-violence programs, and community organizations play an essential role in raising awareness, providing support, and working toward the prevention and elimination of violence; and

**WHEREAS**, in just one day across Texas, 7,974 adults and children were victims of domestic violence, and 76 percent of those individuals requested support and advocacy services for children; and

**WHEREAS**, research indicates that children exposed to violence in the home are more likely to engage in physical bullying than children who have not witnessed violent behavior, and the effects of bullying during childhood can extend into adulthood, increasing the risk of experiencing or perpetrating abusive behavior in relationships; and

**WHEREAS**, bullying and domestic violence can both involve patterns of power and control, and harmful behaviors learned during childhood can contribute to physical, emotional, verbal, financial, and other forms of abuse later in life; and

**WHEREAS**, the emotional and psychological effects of bullying and domestic violence can be profound and long-lasting, extending beyond physical injuries and affecting an individual's sense of safety, well-being, and ability to form healthy relationships; and

**WHEREAS**, bullying and domestic violence can occur in homes, neighborhoods, schools, workplaces, public spaces, and online, affecting thousands of Texas families each day; however, through awareness, education, early intervention, and community involvement, these behaviors can be prevented; and

**WHEREAS**, preventing bullying and domestic violence requires the collective commitment and action of individuals, families, schools, businesses, institutions, community organizations, and systems working together to recognize harmful behaviors, promote healthy relationships, support survivors, and create safe and respectful environments for all; and

**WHEREAS**, the theme “Change the Pattern, Break the Cycle” recognizes the importance of addressing harmful behaviors early, encouraging accountability, supporting survivors, and empowering individuals and communities to create lasting change; and

**WHEREAS**, October provides an opportunity for the City of Bastrop and its residents to raise awareness, promote prevention and intervention efforts, support survivors, and reaffirm our shared commitment to creating a community free from violence, intimidation, and abuse.

**NOW, THEREFORE, BE IT PROCLAIMED**, that I, Ishmael Harris, Mayor of the City of Bastrop, Texas, do hereby proclaim October 2026 as:

## **NATIONAL BULLYING PREVENTION AND DOMESTIC VIOLENCE AWARENESS MONTH**

in the City of Bastrop; and the City of Bastrop encourages schools, students, parents, recreation programs, faith-based organizations, businesses, community organizations, and all residents to participate in awareness, education, prevention, and intervention activities that promote safety, respect, healthy relationships, and support for survivors; and

we encourage every member of our community to “Change the Pattern, Break the Cycle” by choosing respect over humiliation, communication over intimidation, accountability over silence, and compassion over control.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the Seal of the City of Bastrop to be affixed  
this 22<sup>nd</sup> day of September 2026.

Item 4D.

**CITY OF BASTROP, TEXAS**

\_\_\_\_\_  
Ishmael Harris, Mayor

**ATTEST:**

\_\_\_\_\_  
Michael Muscarello, City Secretary





# STAFF REPORT

**MEETING DATE:** September 22, 2026

**TITLE:**

Receive a presentation on the unaudited Monthly Financial Report for the period ending August 2026 (unaudited).

**AGENDA ITEM SUBMITTED BY:**

Judy Sandroussi, Finance Director

**BACKGROUND/HISTORY:**

The Chief Financial Officer, or appointed staff, provides the City Council with a monthly financial report overview for all funds to include detailed analysis for General Fund, Development Services Fund, Water-Wastewater Fund, Bastrop Power & Light and the HOT Tax Fund.

This reporting requirement is set forth by the City of Bastrop Financial Management Policies, Chapter IV. Operating Budget, Section D. Reporting, as adopted by Resolution R-2026-128 on September 8, 2026.

August 2026 financial highlights include:

The General Fund revenue (in total) exceeds the forecast by 7% or \$1.2M, while expenditures are running -10% below forecast or -\$1.7M. Sales Tax revenue exceeds the forecast by 3%, and Property Tax Revenue exceeds the forecast by 9%. (The forecast for Sales Tax Revenue and Property Tax Revenue was conservative when it was established.)

The Enterprise Funds revenue is over forecast by 2.39% or \$440K. While their expenditures are running -5%, or -\$844K below forecast.

As of August, the Special Revenue Funds revenues are less than forecasted by -13% or -\$2.4M and expenditures are running -2% or -\$320K less than forecasted.

- Development Services revenue is -19% below forecast with expenses running -24% less than forecast.
- Street Maintenance Fund revenue is 4% above forecast with expenses running 13% above forecast.
- Water/Wastewater Impact Fees revenues are running -28% lower than forecast or -\$1M for the month. Their year-to-date expenses are running 2% above forecast or \$77K.
- The HOT Fund revenue continues to run less than forecast with year-to-date revenues being -11% (-\$499K) less than forecast. While expenditures are running -1%, or \$-19K lower than forecast. The forecast was based on more hotels coming online in FY2026.
- Hunters Crossing PID revenue year-to-date is -9% less than forecast, or -\$53K.
- BEDC's revenue is below forecast by \$2K or -0.11% while their expenditures are running -16% below forecast.

Year-to-date Capital Expenditures include a total of \$19.5M with Street Projects totaling \$2.8M, Fleet and Facilities project totaling \$111K, \$10.7M on Park Projects which includes the Old Iron Bridge project, \$121K on BP&L Projects, \$5.6M on W/WW projects, as well as \$175K for Discover Bastrop.

# City of Bastrop

**Comprehensive Monthly Financial Report (Unaudited)  
For the Month Ending August, 2026**





## Comprehensive Monthly Financial Report (Unaudited)

### For the Month Ending August, 2026

## REVENUE

### Month of August 2026

#### General Fund

|                             | Forecast            | Actual              | % of Forecast |
|-----------------------------|---------------------|---------------------|---------------|
| Taxes & Penalties           | \$ 1,009,483        | \$ 927,346          | -8%           |
| Licenses & Permits          | \$ 3,125            | \$ 194              | -94%          |
| Charges for Service         | \$ 86,190           | \$ 95,980           | 11%           |
| Fines & Forfeitures         | \$ 29,217           | \$ 39,517           | 35%           |
| Interest Income             | \$ 27,500           | \$ 17,308           | -37%          |
| Intergovernmental           | \$ 8,468            | \$ 4,167            | -51%          |
| Miscellaneous               | \$ 3,750            | \$ 10,834           | 189%          |
| Transfers-In                | \$ 68,750           | \$ 54,167           | -21%          |
| <b>General Fund Totals:</b> | <b>\$ 1,236,483</b> | <b>\$ 1,149,512</b> | <b>-7%</b>    |

### Year-To-Date

| FY2026<br>Approved<br>Budget | FY2026<br>Forecast   | FY2026 YTD<br>Actual | % of<br>Forecast |
|------------------------------|----------------------|----------------------|------------------|
| \$ 15,418,645                | \$ 14,498,769        | \$ 15,375,193        | 6%               |
| \$ 37,500                    | \$ 34,375            | \$ 37,845            | 10%              |
| \$ 1,047,200                 | \$ 960,670           | \$ 1,032,459         | 7%               |
| \$ 350,600                   | \$ 321,383           | \$ 396,919           | 24%              |
| \$ 330,000                   | \$ 302,500           | \$ 303,804           | 0%               |
| \$ 284,315                   | \$ 98,922            | \$ 58,612            | -41%             |
| \$ 45,000                    | \$ 41,250            | \$ 382,628           | 828%             |
| \$ 655,240                   | \$ 761,490           | \$ 601,073           | -21%             |
| <b>\$ 18,168,500</b>         | <b>\$ 17,019,359</b> | <b>\$ 18,188,533</b> | <b>7%</b>        |

### Month of August 2026

#### Enterprise Funds

|                                | Forecast            | Actual              | % of Forecast |
|--------------------------------|---------------------|---------------------|---------------|
| Water/Wastewater Fund          | \$ 969,070          | \$ 952,299          | -2%           |
| Bastrop Power & Lights Fund    | \$ 803,667          | \$ 1,332,774        | 66%           |
| <b>Enterprise Fund Totals:</b> | <b>\$ 1,772,737</b> | <b>\$ 2,285,073</b> | <b>29%</b>    |

### Year-To-Date

| FY2026<br>Approved<br>Budget | FY2026<br>Forecast   | FY2026 YTD<br>Actual | % of<br>Forecast |
|------------------------------|----------------------|----------------------|------------------|
| \$ 10,193,000                | \$ 9,113,500         | \$ 9,290,294         | 2%               |
| \$ 9,644,000                 | \$ 8,840,333         | \$ 9,103,507         | 3%               |
| <b>\$ 19,837,000</b>         | <b>\$ 17,953,833</b> | <b>\$ 18,393,801</b> | <b>2%</b>        |



## Comprehensive Monthly Financial Report (Unaudited)

### For the Month Ending August, 2026

## REVENUE

### Month of August 2026

### Year-To-Date

#### Special Revenue Fund

|                                     | Forecast            | Actual              | % of Forecast |
|-------------------------------------|---------------------|---------------------|---------------|
| Designated Fund                     | \$ 7,518            | \$ 12,611           | 68%           |
| General Fund One-Time               | \$ 667              | \$ 510              | -24%          |
| Development Services                | \$ 246,917          | \$ 156,543          | -37%          |
| Streets Maintenance                 | \$ 295,750          | \$ 328,985          | 11%           |
| Engineering                         | \$ 62,464           | \$ -                | -100%         |
| Water & Wastewater Impact Fees      | \$ 437,437          | \$ 39,296           | -91%          |
| Roadway Impact Fee                  | \$ 128,167          | \$ 42,771           | -67%          |
| Vehicle Equip & Replacement Fund    | \$ 72,981           | \$ 65,627           | -10%          |
| Hotel Occupancy Tax                 | \$ 503,884          | \$ 480,659          | -5%           |
| Library Board                       | \$ 1,750            | \$ 9,537            | 445%          |
| Park & Trail Dedication             | \$ 155              | \$ 443              | 185%          |
| Fairview Cemetery Operating         | \$ 45,356           | \$ 25,391           | -44%          |
| Fairview Cemetery Permanent         | \$ 3,083            | \$ 5,435            | 76%           |
| ValVerde PID                        |                     | \$ 132              | 0%            |
| Hunters Crossing PID                | \$ 581              | \$ 618              | 6%            |
| Type B - BEDC                       | \$ 154,619          | \$ 107,916          | -30%          |
| <b>Special Revenue Fund Totals:</b> | <b>\$ 1,961,328</b> | <b>\$ 1,276,474</b> | <b>-35%</b>   |

| FY2026 Approved Budget | FY2026 Forecast      | FY2026 YTD Actual    | % of Forecast |
|------------------------|----------------------|----------------------|---------------|
| \$ 90,210              | \$ 82,693            | \$ 167,296           | 102%          |
| \$ 8,000               | \$ 7,333             | \$ 6,076             | -17%          |
| \$ 2,232,335           | \$ 2,006,084         | \$ 1,616,033         | -19%          |
| \$ 3,549,000           | \$ 3,253,250         | \$ 3,398,307         | 4%            |
| \$ 749,569             | \$ 687,105           | \$ 210,990           | -69%          |
| \$ 4,049,240           | \$ 3,611,803         | \$ 2,595,375         | -28%          |
| \$ 1,538,004           | \$ 1,409,837         | \$ 541,583           | -62%          |
| \$ 875,774             | \$ 802,793           | \$ 783,049           | -2%           |
| \$ 4,873,606           | \$ 4,362,722         | \$ 3,864,021         | -11%          |
| \$ 21,000              | \$ 19,250            | \$ 28,836            | 50%           |
| \$ 1,865               | \$ 1,710             | \$ 2,840             | 66%           |
| \$ 544,269             | \$ 498,913           | \$ 282,422           | -43%          |
| \$ 37,000              | \$ 33,917            | \$ 22,566            | -33%          |
|                        |                      | \$ 938,489           | 0%            |
| \$ 581,279             | \$ 580,697           | \$ 527,609           | -9%           |
| \$ 1,667,100           | \$ 1,530,886         | \$ 1,529,269         | 0%            |
| <b>\$ 20,818,251</b>   | <b>\$ 18,888,993</b> | <b>\$ 16,514,761</b> | <b>-13%</b>   |





## Comprehensive Monthly Financial Report (Unaudited)

### For the Month Ending August, 2026

## REVENUE

### Month of August 2026

#### Debt Service Fund

General Fund Debt Service  
Water/Wastewater Debt Service

**Debt Service Fund Totals:**

| Forecast          | Actual            | % of Forecast |
|-------------------|-------------------|---------------|
| \$ 18,341         | \$ 10,468         | -43%          |
| \$ 509,638        | \$ 602,948        | 18%           |
| <b>\$ 527,978</b> | <b>\$ 613,416</b> | <b>16%</b>    |

### Year-To-Date

| FY2026 Approved Budget | FY2026 Forecast      | FY2026 YTD Actual    | % of Forecast |
|------------------------|----------------------|----------------------|---------------|
| \$ 4,984,812           | \$ 4,691,244         | \$ 4,169,180         | -11%          |
| \$ 7,189,950           | \$ 5,606,013         | \$ 6,752,833         | 20%           |
| <b>\$ 12,174,762</b>   | <b>\$ 10,297,257</b> | <b>\$ 10,922,013</b> | <b>6%</b>     |

### Month of August 2026

#### Capital Fund

General Fund  
    2022 CO Series  
    2023 CO Series  
Grant Fund  
Bastrop Power & Light  
Water/Wastewater

**Capital Fund Totals:**

| Forecast    | Actual           | % of Forecast |
|-------------|------------------|---------------|
|             | \$ -             | 0%            |
|             | \$ 3,761         | 0%            |
|             | \$ 18,539        | 0%            |
|             | \$ -             |               |
|             | \$ -             |               |
|             | \$ -             |               |
| <b>\$ -</b> | <b>\$ 22,300</b> |               |

### Year-To-Date

| FY2026 Approved Budget | FY2026 Forecast | FY2026 YTD Actual    | % of Forecast |
|------------------------|-----------------|----------------------|---------------|
|                        |                 | \$ 15,629,812        | 0%            |
|                        |                 | \$ 49,191            | 0%            |
|                        |                 | \$ 243,424           | 0%            |
|                        |                 | \$ -                 | 0%            |
|                        |                 | \$ -                 |               |
|                        |                 | \$ 3,576,085         | 0%            |
| <b>\$ -</b>            | <b>\$ -</b>     | <b>\$ 19,498,512</b> |               |



## Comprehensive Monthly Financial Report (Unaudited)

### For the Month Ending August, 2026

## EXPENDITURES

|                                     | Month of August 2026 |                     |               | Year-To-Date           |                      |                      |               |
|-------------------------------------|----------------------|---------------------|---------------|------------------------|----------------------|----------------------|---------------|
|                                     | Forecast             | Actual              | % of Forecast | FY2026 Approved Budget | FY2026 Forecast      | FY2026 YTD Actual    | % of Forecast |
| <b>General Fund (by Department)</b> |                      |                     |               |                        |                      |                      |               |
| Legislative                         | \$ 3,569             | \$ 3,521            | -1%           | \$ 64,365              | \$ 60,443            | \$ 45,878            | -24%          |
| Organizational                      | \$ (33,018)          | \$ (72,377)         | 119%          | \$ (80,351)            | \$ 29,680            | \$ 313,376           | 956%          |
| City Manager                        | \$ 76,628            | \$ 59,300           | -23%          | \$ 853,176             | \$ 780,772           | \$ 695,317           | -11%          |
| City Secretary                      | \$ 25,980            | \$ 12,580           | -52%          | \$ 354,768             | \$ 329,456           | \$ 258,986           | -21%          |
| Finance                             | \$ 199,880           | \$ 191,028          | -4%           | \$ 2,405,508           | \$ 2,207,616         | \$ 2,141,977         | -3%           |
| Human Resources                     | \$ 43,769            | \$ 41,827           | -4%           | \$ 553,231             | \$ 510,169           | \$ 424,471           | -17%          |
| Information Technology              | \$ 51,179            | \$ 17,634           | -66%          | \$ 661,597             | \$ 608,736           | \$ 340,773           | -44%          |
| Communications                      | \$ 28,095            | \$ 23,347           | -17%          | \$ 360,646             | \$ 331,610           | \$ 296,511           | -11%          |
| Police                              | \$ 488,051           | \$ 409,431          | -16%          | \$ 6,232,762           | \$ 5,713,644         | \$ 5,188,902         | -9%           |
| Fire                                | \$ 139,728           | \$ 139,845          | 0%            | \$ 1,790,342           | \$ 1,614,328         | \$ 1,431,556         | -11%          |
| Municipal Court                     | \$ 47,031            | \$ 41,125           | -13%          | \$ 550,788             | \$ 502,848           | \$ 452,671           | -10%          |
| Library                             | \$ 85,794            | \$ 75,984           | -11%          | \$ 1,038,296           | \$ 954,238           | \$ 817,701           | -14%          |
| Fleet & Facilities                  | \$ 137,368           | \$ 113,635          | -17%          | \$ 1,736,734           | \$ 1,592,894         | \$ 1,353,968         | -15%          |
| Parks                               | \$ 145,458           | \$ 175,394          | 21%           | \$ 1,855,789           | \$ 1,710,331         | \$ 1,541,902         | -10%          |
| Discover Bastrop                    | \$ 19,273            | \$ 8,265            | -57%          | \$ 231,275             | \$ 212,002           | \$ 149,897           | -29%          |
| <b>General Fund Totals:</b>         | <b>\$ 1,458,783</b>  | <b>\$ 1,240,539</b> | <b>-15%</b>   | <b>\$ 18,608,926</b>   | <b>\$ 17,158,767</b> | <b>\$ 15,453,885</b> | <b>-10%</b>   |



## Comprehensive Monthly Financial Report (Unaudited)

### For the Month Ending August, 2026

## EXPENDITURES

| Month of August 2026                   |                     |                     |               | Year-To-Date           |                      |                      |               |
|----------------------------------------|---------------------|---------------------|---------------|------------------------|----------------------|----------------------|---------------|
|                                        | Forecast            | Actual              | % of Forecast | FY2026 Approved Budget | FY2026 Forecast      | FY2026 YTD Actual    | % of Forecast |
| <b>Enterprise Funds</b>                |                     |                     |               |                        |                      |                      |               |
| <b>Water/Wastewater Fund</b>           |                     |                     |               |                        |                      |                      |               |
| Information Technology                 | \$ 8,890            | \$ 8,802            | -1%           | \$ 106,680             | \$ 97,790            | \$ 100,779           | 3%            |
| W/WW Administration                    | \$ 473,988          | \$ 435,717          | -8%           | \$ 5,687,859           | \$ 5,213,871         | \$ 5,699,888         | 9%            |
| W/WW Distribution                      | \$ 91,085           | \$ 92,401           | 1%            | \$ 1,093,025           | \$ 1,001,940         | \$ 857,841           | -14%          |
| Water Production/Treatment             | \$ 139,211          | \$ 128,879          | -7%           | \$ 1,670,530           | \$ 1,531,319         | \$ 1,214,929         | -21%          |
| WW Treatment                           | \$ 123,610          | \$ 142,360          | 15%           | \$ 1,483,314           | \$ 1,359,705         | \$ 1,129,133         | -17%          |
| <b>Subtotal W/WW</b>                   | <b>\$ 836,784</b>   | <b>\$ 808,158</b>   | <b>-3%</b>    | <b>\$ 10,041,408</b>   | <b>\$ 9,204,624</b>  | <b>\$ 9,002,571</b>  | <b>-2%</b>    |
| <b>Bastrop Power &amp; Lights Fund</b> |                     |                     |               |                        |                      |                      |               |
| Information Technology                 | \$ 8,890            | \$ 8,802            | -1%           | \$ 106,680             | \$ 97,790            | \$ 100,777           | 3%            |
| Bastrop Power & Lights                 | \$ 921,079          | \$ 738,483          | -20%          | \$ 9,425,294           | \$ 8,569,671         | \$ 7,924,614         | -8%           |
| <b>Subtotal BP&amp;L</b>               | <b>\$ 929,969</b>   | <b>\$ 747,285</b>   | <b>-20%</b>   | <b>\$ 9,531,974</b>    | <b>\$ 8,667,461</b>  | <b>\$ 8,025,391</b>  | <b>-7%</b>    |
| <b>Enterprise Fund Totals:</b>         | <b>\$ 1,766,753</b> | <b>\$ 1,555,443</b> | <b>-12%</b>   | <b>\$ 19,573,382</b>   | <b>\$ 17,872,085</b> | <b>\$ 17,027,962</b> | <b>-5%</b>    |



# EXPENDITURES

## Month of August 2026

## Year-To-Date

### Special Revenue Fund

Designated Fund

#### Development Services

Information Technology

Planning

Building Inspections

#### Subtotal Dev Services

#### Streets Maintenance

Information Technology

Street Maintenance

#### Subtotal Streets

Engineering

Water & Wastewater Impact Fees

Vehicle Equip & Replacement Fund

#### Hotel Occupancy Tax

Discover Bastrop

Marketing

Convention Center

Main Street

Special Events

Cultural Arts Commission

#### Subtotal HOT

Library Board

Fairview Cemetery Operating

ValVerde PID

Hunters Crossing PID

Type B - BEDC

#### Special Revenue Fund Totals:

|                                     | Forecast            | Actual              | % of Forecast |
|-------------------------------------|---------------------|---------------------|---------------|
| Designated Fund                     | \$ 7,542            | \$ 5,761            | -24%          |
| Information Technology              | \$ 8,890            | \$ 8,802            | -1%           |
| Planning                            | \$ 118,933          | \$ 93,915           | -21%          |
| Building Inspections                | \$ 56,827           | \$ 43,791           | -23%          |
| <b>Subtotal Dev Services</b>        | <b>\$ 184,650</b>   | <b>\$ 146,508</b>   | <b>-21%</b>   |
| Information Technology              | \$ 8,890            | \$ 8,802            | -1%           |
| Street Maintenance                  | \$ 192,017          | \$ 135,962          | -29%          |
| <b>Subtotal Streets</b>             | <b>\$ 200,907</b>   | <b>\$ 144,763</b>   | <b>-28%</b>   |
| Engineering                         | \$ 62,464           | \$ 25,041           | -60%          |
| Water & Wastewater Impact Fees      | \$ 318,751          | \$ 317,839          | 0%            |
| Vehicle Equip & Replacement Fund    | \$ 57,553           | \$ 68,682           | 19%           |
| Discover Bastrop                    | \$ 77,969           | \$ 30,790           | -61%          |
| Marketing                           | \$ 53,398           | \$ 76,714           | 44%           |
| Convention Center                   | \$ 83,580           | \$ 69,994           | -16%          |
| Main Street                         | \$ 25,911           | \$ 14,150           | -45%          |
| Special Events                      | \$ 9,945            | \$ 3,368            | -66%          |
| Cultural Arts Commission            | \$ 8,090            | \$ 13,305           | 64%           |
| <b>Subtotal HOT</b>                 | <b>\$ 258,893</b>   | <b>\$ 208,319</b>   | <b>-20%</b>   |
| Library Board                       | \$ 1,658            | \$ 138              | -92%          |
| Fairview Cemetery Operating         | \$ 38,973           | \$ 17,496           | -55%          |
| ValVerde PID                        |                     | \$ -                | 0%            |
| Hunters Crossing PID                | \$ 11,445           | \$ 13,581           | 19%           |
| Type B - BEDC                       | \$ 83,580           | \$ 75,773           | -9%           |
| <b>Special Revenue Fund Totals:</b> | <b>\$ 1,226,414</b> | <b>\$ 1,023,763</b> | <b>-17%</b>   |

| FY2026 Approved Budget | FY2026 Forecast      | FY2026 YTD Actual    | % of Forecast |
|------------------------|----------------------|----------------------|---------------|
| \$ 90,502              | \$ 82,960            | \$ 63,766            | -23%          |
| \$ 106,680             | \$ 97,790            | \$ 100,779           | 3%            |
| \$ 1,427,745           | \$ 1,308,262         | \$ 1,014,583         | -22%          |
| \$ 680,925             | \$ 625,098           | \$ 437,359           | -30%          |
| <b>\$ 2,215,350</b>    | <b>\$ 2,031,150</b>  | <b>\$ 1,552,720</b>  | <b>-24%</b>   |
| \$ 106,680             | \$ 97,790            | \$ 100,779           | 3%            |
| \$ 2,304,119           | \$ 2,112,182         | \$ 2,406,751         | 14%           |
| <b>\$ 2,410,799</b>    | <b>\$ 2,209,972</b>  | <b>\$ 2,507,530</b>  | <b>13%</b>    |
| \$ 749,569             | \$ 687,105           | \$ 74,421            | -89%          |
| \$ 3,825,009           | \$ 3,506,258         | \$ 3,583,684         | 2%            |
| \$ 690,631             | \$ 633,078           | \$ 604,599           | -4%           |
| \$ 2,333,002           | \$ 1,725,464         | \$ 2,087,658         | 21%           |
| \$ 550,776             | \$ 587,378           | \$ 475,310           | -19%          |
| \$ 1,002,954           | \$ 919,375           | \$ 761,744           | -17%          |
| \$ 310,936             | \$ 285,025           | \$ 152,930           | -46%          |
| \$ 119,343             | \$ 109,398           | \$ 72,214            | -34%          |
| \$ 97,079              | \$ 88,989            | \$ 147,031           | 65%           |
| <b>\$ 4,414,090</b>    | <b>\$ 3,715,628</b>  | <b>\$ 3,696,886</b>  | <b>-1%</b>    |
| \$ 19,890              | \$ 18,233            | \$ 11,813            | -35%          |
| \$ 467,677             | \$ 428,704           | \$ 213,867           | -50%          |
|                        | \$ -                 | \$ 928,924           | 0%            |
| \$ 569,239             | \$ 557,794           | \$ 512,894           | -8%           |
| \$ 1,285,374           | \$ 1,166,794         | \$ 978,705           | -16%          |
| <b>\$ 16,738,130</b>   | <b>\$ 15,037,677</b> | <b>\$ 14,717,996</b> | <b>-2%</b>    |



## Comprehensive Monthly Financial Report (Unaudited)

### For the Month Ending August, 2026

## EXPENDITURES

### Debt Service Fund

General Fund Debt Service  
Water/Wastewater Debt Service

**Debt Service Fund Totals:**

| Month of August 2026 |             |               |
|----------------------|-------------|---------------|
| Forecast             | Actual      | % of Forecast |
| \$ 790,000           | \$ -        | 0%            |
| \$ 2,350,000         | \$ -        | 0%            |
| <b>\$ 3,140,000</b>  | <b>\$ -</b> | <b>0%</b>     |

| Year-To-Date           |                      |                      |               |
|------------------------|----------------------|----------------------|---------------|
| FY2026 Approved Budget | FY2026 Forecast      | FY2026 YTD Actual    | % of Forecast |
| \$ 4,130,917           | \$ 4,188,914         | \$ 4,188,914         | 0%            |
| \$ 7,189,943           | \$ 7,903,759         | \$ 7,903,759         | 0%            |
| <b>\$ 11,320,860</b>   | <b>\$ 12,092,673</b> | <b>\$ 12,092,673</b> | <b>0%</b>     |

### Capital Fund

General Fund

Streets Capital Projects  
Fleet & Fac Capital Projects  
Parks Capital Projects

Discover Bastrop Capital Projects

**Subtotal General Fund Capital**

Bastrop Power & Light Capital  
Water/Wastewater Capital

**Capital Fund Totals:**

| Month of August 2026 |                     |               |
|----------------------|---------------------|---------------|
| Forecast             | Actual              | % of Forecast |
| \$ 318,750           | \$ 31,699           | -90%          |
| \$ -                 | \$ -                | 0%            |
| \$ 1,478,220         | \$ 1,247,486        | -16%          |
| \$ 87,083            | \$ 41,756           | -52%          |
| <b>\$ 1,884,053</b>  | <b>\$ 1,320,940</b> | <b>-30%</b>   |
| \$ 122,917           | \$ -                | -100%         |
| \$ 4,588,000         | \$ 2,508,967        | -45%          |
| <b>\$ 6,594,970</b>  | <b>\$ 3,829,908</b> | <b>-42%</b>   |

| Year-To-Date           |                      |                      |               |
|------------------------|----------------------|----------------------|---------------|
| FY2026 Approved Budget | FY2026 Forecast      | FY2026 YTD Actual    | % of Forecast |
| \$ 3,825,000           | \$ 3,506,250         | \$ 2,821,150         | -20%          |
| \$ 106,935             | \$ 111,426           | \$ 111,426           | 0%            |
| \$ 17,738,640          | \$ 16,260,420        | \$ 10,687,226        | -34%          |
| \$ 1,045,000           | \$ 957,917           | \$ 174,561           | -82%          |
| <b>\$ 22,715,575</b>   | <b>\$ 20,836,013</b> | <b>\$ 13,794,362</b> | <b>-34%</b>   |
| \$ 1,475,000           | \$ 1,352,083         | \$ 121,479           | -91%          |
| \$ 55,056,000          | \$ 50,468,000        | \$ 5,602,875         | -89%          |
| <b>\$ 79,246,575</b>   | <b>\$ 72,656,096</b> | <b>\$ 19,518,717</b> | <b>-73%</b>   |



## Comprehensive Monthly Financial Report (Unaudited) For the Month Ending August, 2026

### Property Tax Revenues

|                | Prior Year          |                     |                     | Current Year        |                     |                  |
|----------------|---------------------|---------------------|---------------------|---------------------|---------------------|------------------|
|                | FY2023<br>Actuals   | FY2024<br>Actuals   | FY2025<br>Actuals   | FY2026<br>Actuals   | FY2026<br>Forecast  | % of<br>Forecast |
| <b>Oct</b>     | \$ 14,552           | \$ 13,951           | \$ 38,904           | \$ 13,911           | \$ 5,417            | 61.06%           |
| <b>Nov</b>     | \$ 457,144          | \$ 339,559          | \$ 59,718           | \$ 206,254          | \$ 389,062          | -88.63%          |
| <b>Dec</b>     | \$ 1,927,998        | \$ 859,155          | \$ 2,830,920        | \$ 2,886,202        | \$ 1,375,578        | 52.34%           |
| <b>Jan</b>     | \$ 1,806,847        | \$ 3,296,845        | \$ 1,804,746        | \$ 1,559,246        | \$ 2,011,332        | -28.99%          |
| <b>Feb</b>     | \$ 487,382          | \$ 531,594          | \$ 592,557          | \$ 1,121,269        | \$ 1,649,610        | -47.12%          |
| <b>Mar</b>     | \$ 57,969           | \$ 166,273          | \$ 61,229           | \$ 113,355          | \$ 16,378           | 85.55%           |
| <b>Apr</b>     | \$ 52,361           | \$ 63,812           | \$ 75,235           | \$ 89,438           | \$ 27,339           | 69.43%           |
| <b>May</b>     | \$ 11,484           | \$ 14,706           | \$ 7,361            | \$ 28,718           | \$ 27,339           | 4.80%            |
| <b>Jun</b>     | \$ 33,763           | \$ 33,111           | \$ 14,342           | \$ 13,632           | \$ 10,897           | 20.06%           |
| <b>Jul</b>     | \$ 14,563           | \$ 499              | \$ 12,695           | \$ 33,490           | \$ 10,897           | 67.46%           |
| <b>Aug</b>     | \$ 18,969           | -                   | \$ 30,008           | \$ 11,362           | \$ 10,897           | 4.09%            |
| <b>Sep</b>     | \$ 15,763           | \$ 7,526            | \$ 5,943            |                     | \$ 10,897           | 0.00%            |
| <b>Totals:</b> | <b>\$ 4,898,795</b> | <b>\$ 5,327,031</b> | <b>\$ 5,533,659</b> | <b>\$ 6,076,875</b> | <b>\$ 5,545,645</b> | <b>8.74%</b>     |

|                                  |                     |                     |                     |                     |                     |
|----------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| <b>Oct through Aug<br/>(YTD)</b> | <b>\$ 4,883,032</b> | <b>\$ 5,319,505</b> | <b>\$ 5,527,716</b> | <b>\$ 6,076,875</b> | <b>\$ 5,534,747</b> |
|----------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|

|                                               |             |           |           |            |
|-----------------------------------------------|-------------|-----------|-----------|------------|
| <b>Current Yr (YTD) vs<br/>Prior Yr (YTD)</b> | <b>Base</b> | <b>9%</b> | <b>4%</b> | <b>10%</b> |
|-----------------------------------------------|-------------|-----------|-----------|------------|



# Comprehensive Monthly Financial Report (Unaudited) For the Month Ending September, 2026 (Most current data from State Comptroller)

## SALES TAX REVENUE

|              | Prior Year           |                      |                      |                      | Current Year         |                     |                  |
|--------------|----------------------|----------------------|----------------------|----------------------|----------------------|---------------------|------------------|
|              | FY2022<br>Actuals    | FY2023<br>Actuals    | FY2024<br>Actuals    | FY2025<br>Actuals    | FY2026<br>Actuals    | FY2026<br>Forecast  | % of<br>Forecast |
| Oct          | \$ 830,741           | \$ 954,398           | \$ 1,060,649         | \$ 931,579           | \$ 1,057,193         | \$ 673,870          | 36.26%           |
| Nov          | \$ 955,667           | \$ 962,220           | \$ 1,021,968         | \$ 979,392           | \$ 1,039,622         | \$ 692,716          | 33.37%           |
| Dec          | \$ 839,693           | \$ 941,605           | \$ 955,780           | \$ 1,046,364         | \$ 1,092,554         | \$ 703,242          | 35.63%           |
| Jan          | \$ 931,798           | \$ 978,537           | \$ 1,030,693         | \$ 1,077,869         | \$ 1,098,815         | \$ 694,311          | 36.81%           |
| Feb          | \$ 1,063,051         | \$ 1,173,677         | \$ 1,198,859         | \$ 1,556,639         | \$ 1,309,787         | \$ 885,014          | 32.43%           |
| Mar          | \$ 791,530           | \$ 901,054           | \$ 916,206           | \$ 978,177           | \$ 991,516           | \$ 673,850          | 32.04%           |
| Apr          | \$ 774,413           | \$ 923,239           | \$ 1,018,673         | \$ 866,944           | \$ 894,283           | \$ 586,721          | 34.39%           |
| May          | \$ 995,806           | \$ 1,083,119         | \$ 1,041,718         | \$ 1,070,083         | \$ 1,865,464         | \$ 943,573          | 49.42%           |
| Jun          | \$ 946,520           | \$ 905,039           | \$ 1,093,357         | \$ 1,095,447         | \$ 1,145,099         | \$ 829,008          | 27.60%           |
| Jul          | \$ 961,322           | \$ 1,076,736         | \$ 1,035,037         | \$ 1,051,036         | \$ 1,129,681         | \$ 806,462          | 28.61%           |
| Aug          | \$ 1,037,028         | \$ 1,162,918         | \$ 1,059,959         | \$ 1,075,281         | \$ 1,260,665         | \$ 912,670          | 27.60%           |
| Sep          | \$ 957,229           | \$ 967,537           | \$ 1,218,057         | \$ 1,065,302         | \$ 440,352           | \$ 848,562          | -92.70%          |
| <b>Total</b> | <b>\$ 11,084,799</b> | <b>\$ 12,030,080</b> | <b>\$ 12,650,953</b> | <b>\$ 12,794,113</b> | <b>\$ 13,325,030</b> | <b>\$ 9,250,000</b> | <b>30.58%</b>    |

|                                  |                      |                   |                   |                   |                   |
|----------------------------------|----------------------|-------------------|-------------------|-------------------|-------------------|
| <b>Oct through Sep<br/>(YTD)</b> | <b>\$ 11,084,799</b> | <b>\$ 945,280</b> | <b>\$ 620,874</b> | <b>\$ 143,159</b> | <b>\$ 530,917</b> |
|----------------------------------|----------------------|-------------------|-------------------|-------------------|-------------------|

|                                               |             |           |           |           |           |
|-----------------------------------------------|-------------|-----------|-----------|-----------|-----------|
| <b>Current Yr (YTD) vs<br/>Prior Yr (YTD)</b> | <b>Base</b> | <b>9%</b> | <b>5%</b> | <b>1%</b> | <b>4%</b> |
|-----------------------------------------------|-------------|-----------|-----------|-----------|-----------|



## Comprehensive Monthly Financial Report (Unaudited) For the Month Ending August, 2026

| Legal Expenses         |      |       |        |      |        |        |        |        |        |      |      |     |          |
|------------------------|------|-------|--------|------|--------|--------|--------|--------|--------|------|------|-----|----------|
|                        | Oct  | Nov   | Dec    | Jan  | Feb    | Mar    | Apr    | May    | Jun    | Jul  | Aug  | Sep | Total    |
| Mayor Harris           | \$ - | \$ -  | \$ -   | \$ - | \$ -   | \$ -   | \$ -   | \$ -   | \$ -   | \$ - | \$ - |     | \$ -     |
| Mayor Pro-Tem Kirkland | \$ - | \$ -  | \$ 111 | \$ - | \$ 315 | \$ 807 | \$ 235 | \$ 141 | \$ 141 | \$ - | \$ - |     | \$ 1,750 |
| Councilmember Lowe     | \$ - | \$ -  | \$ -   | \$ - | \$ -   | \$ -   | \$ -   | \$ -   | \$ -   | \$ - | \$ - |     | \$ -     |
| Councilmember Meyer    | \$ - | \$ -  | \$ -   | \$ - | \$ -   | \$ -   | \$ -   | \$ -   | \$ -   | \$ - | \$ - |     | \$ -     |
| Councilmember Plunkett | \$ - | \$ -  | \$ -   | \$ - | \$ -   | \$ -   | \$ -   | \$ -   | \$ -   | \$ - | \$ - |     | \$ -     |
| Councilmember Fossler  | \$ - | \$ 71 | \$ -   | \$ - | \$ -   | \$ 71  | \$ -   | \$ 71  | \$ -   | \$ - | \$ - |     | \$ 212   |

**Grand Total \$ 1,961**

**Total Legal Expenses:**

|              |          |            |           |           |           |           |           |           |           |            |           |            |            |
|--------------|----------|------------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|------------|-----------|------------|------------|
| FY2026 - YTD | \$ 6,887 | \$ 5,785   | \$ 34,227 | \$ 17,618 | \$ 12,091 | \$ 43,379 | \$ 7,995  | \$ 47,863 | \$ 58,587 | \$ 52,457  | \$ 57,170 |            | \$ 344,059 |
| FY2025       | \$ 7,100 | \$ 12,521  | \$ 29,663 | \$ 15,865 | \$ 87,129 | \$ 27,281 | \$ 5,401  | \$ 42,380 | \$ 14,586 | \$ 36,758  | \$ 15,915 | \$ 91,308  | \$ 385,905 |
| FY2024       | \$ 3,921 | \$ 120,218 | \$ 38,947 | \$ 52,911 | \$ 39,817 | \$ 45,667 | \$ 99,453 | \$ 56,669 | \$ 32,813 | \$ 102,587 | \$ 60,485 | \$ 132,403 | \$ 785,891 |

| Travel Expenses        |        |        |        |        |       |        |        |       |       |       |      |     |          |
|------------------------|--------|--------|--------|--------|-------|--------|--------|-------|-------|-------|------|-----|----------|
|                        | Oct    | Nov    | Dec    | Jan    | Feb   | Mar    | Apr    | May   | Jun   | Jul   | Aug  | Sep | Total    |
| Mayor Harris           | \$ 456 | \$ 386 | \$ 833 | \$ 325 | \$ 50 | \$ 335 | \$ 415 | \$ -  | \$ -  | \$ 30 | \$ - |     | \$ 2,829 |
| Mayor Pro-Tem Kirkland | \$ -   | \$ 590 | \$ -   | \$ -   | \$ 50 | \$ 25  | \$ 245 | \$ 30 | \$ 25 | \$ 25 | \$ - |     | \$ 990   |
| Councilmember Lowe     | \$ 456 | \$ 712 | \$ -   | \$ -   | \$ 25 | \$ 507 | \$ 389 | \$ 30 | \$ -  | \$ -  | \$ - |     | \$ 2,119 |
| Councilmember Meyer    | \$ 183 | \$ 411 | \$ 677 | \$ -   | \$ 50 | \$ 25  | \$ 277 | \$ 30 | \$ 25 | \$ 25 | \$ - |     | \$ 1,702 |
| Councilmember Plunkett | \$ -   | \$ 36  | \$ -   | \$ -   | \$ -  | \$ -   | \$ 245 | \$ 30 | \$ -  | \$ -  | \$ - |     | \$ 311   |
| Councilmember Fossler  | \$ -   | \$ 893 | \$ -   | \$ 325 | \$ 50 | \$ -   | \$ 660 | \$ -  | \$ 25 | \$ 25 | \$ - |     | \$ 1,978 |

**Grand Total \$ 9,929**  
**Budget \$ 15,000**  
**Remainder \$ 5,071**





# STAFF REPORT

**MEETING DATE:** September 22nd, 2026,

**AGENDA ITEM:**

**TITLE:**

Consider action to approve the second reading of Ordinance No. 2026-33 of the City Council of the City of Bastrop, Texas, amending the Code of Ordinances, Chapter 12 Titled "Traffic and Vehicle," Article 12.06.003 titled "Restricted Parking near schools" amended to read as described and attached hereto as Exhibit A; and providing for findings of fact, enactment, effective date, repealer, severability, and proper notice and meeting, and provide for an effective date.

**STAFF REPRESENTATIVE:**

Vicky Steffanic, Chief of Police

**BACKGROUND/HISTORY:**

The City of Bastrop Police Department is seeking to amend Chapter 12, Article 12.06.003, titled "Restricted parking near schools," to improve traffic flow and enhance pedestrian and vehicular safety in the areas of by incorporating the additional streets in the school zone as 'no parking'

- (1) "Hawthorne Street from Chambers Street to Hill Street"
- (2) Cedar Street from Fayette (East) to Hill Street"
- (3) Elm Street from Hill Street to Cedar"

The requested changes would be implemented inside the school zone for Bastrop High School and would provide consistency in areas that are not currently outlined in the code of ordinance.

For consistency, under Section 12.06.003(b), an additional request is to change the time to **7:30 a.m.** to match the other streets listed in the same section.

**FUNDING SOURCE:**

No funding necessary

**RECOMMENDATION:**

Consider action to approve the second reading of Ordinance No. 2026-33 of the City Council of the City of Bastrop, Texas, amending the Code of Ordinances, Chapter 12 Titled "Traffic and Vehicle," Article 12.06.003 Titled "Restricted parking near schools" amended to read as described and attached hereto as Exhibit A; and provide for an effective date.

**ATTACHMENTS:**

- Exhibit 'A' showing amendment
- Map Image

## AMENDMENT

Chapter 12 Article 12.06.003 is hereby amended to read as set forth with the underlines / red being additions and strike throughs being deletions.

(a) Between the hours of 7:30 a.m. and 4:30 p.m. on weekdays (Monday through Friday) when public schools are in session:

(1) No person, except the owners or occupants of the property abutting thereon, shall park in any of the following areas near schools, except as specifically authorized herein:

(A) Jefferson Street from Farm Street to Spring Street.

(B) Hill Street from Farm Street to Spring Street.

(C) Farm Street from Hill Street to Haysel Street.

(D) Along the south side of Cedar Street between Hill Street and Jefferson Street.

(E) The south side of Beech Street, from Jefferson Street to Hill Street.

(F) The east side of Hasler Shores, from Old Austin Highway to Jessica Place.

(G) Hawthorne Street from Chambers Street to Hill Street

(H) Cedar Street from Fayette (East) to Hill Street

(I) Elm Street from Hill Street to Cedar

(b) No person, except the owners or occupants of the property abutting thereon, shall park in any of the following areas from ~~8:00 a.m~~ **7:30am.** to 4:30 p.m. on regularly scheduled school days:

(1) On either side of Cedar Street from East Fayette Street to Linda Street;

(2) On either side of Rosanky, Cypress, Delano, and Gordon from Chambers Street to Linda Street;

(3) On either side of Linda Street from Cedar Street to Gordon Street;

(4) On either side of Chambers Street from Cedar Street to Hawthorn Street.

No Further Entries

**ORDINANCE NO. 2026-33**

**AN ORDINANCE OF THE CITY OF BASTROP, TEXAS; AMENDING THE CODE OF ORDINANCES, RELATED TO CHAPTER 12 TITLED "TRAFFIC AND VEHICLES," AMENDING SECTION 12.06.003 TITLED "RESTRICTED PARKING NEAR SCHOOLS", AUTHORIZING THE EXECUTION OF ALL NECESSARY DOCUMENTS; PROVIDING FOR FINDINGS OF FACT, ENACTMENT, EFFECTIVE DATE, REPEALER, SEVERABILITY, AND AN EFFECTIVE DATE.**

**WHEREAS**, the City of Bastrop ("City") has the responsibility to address any public health and safety problems; and

**WHEREAS**, the City of Bastrop has adopted Chapter 12, Traffic and Vehicles, of the City of Bastrop Code of Ordinances, which provides standards for restricted parking near schools; and

**WHEREAS**, an offense for violation of restrictions on parking of vehicles may be prosecuted under city ordinance or state law; and

**WHEREAS**, Section 545.302 of the Texas Transportation Code section (g) authorizes a governing body of a municipality to adopt an ordinance that regulates stopping, standing or parking of a vehicle at a place as described by section (a)(1) on the roadway side of a vehicle stopped or parked at the edge or curb of a street; and

**WHEREAS**, the City of Bastrop Police department is seeking to amend ordinance 12.06.003 to add a no parking with the erection of signs for (1) "Hawthorne Street from Chambers Street to Hill Street" (2) Cedar Street from Fayette (East) to Hill Street" and (3) Elm Street from Hill Street to Cedar"; and

**WHEREAS**, the City of Bastrop Police department is seeking to amend ordinance 12.06.003 section (b) by changing the time from 0800 am to 0730am to ensure consistency; and

**WHEREAS**, the City Council has exclusive control over and under its public streets and may control or regulate certain aspects of the movement of vehicles pursuant to Texas Transportation Code Chapter 311, and

**WHEREAS**, the city has the full power of local self-government as recognized by Tex. Loc. Gov't Code § 51.072; and

**WHEREAS**, the City Council finds the attached amendments reasonable and necessary.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, THAT:**

**Section 1: FINDINGS OF FACT**

The facts and recitations set forth in the preamble of this ordinance are hereby found to be true and correct.

**Section 2: AMENDMENT**

Chapter 12 Article 12.06.003 is hereby amended to read as set forth with the underlines / red being additions.

(a) Between the hours of 7:30 a.m. and 4:30 p.m. on weekdays (Monday through Friday) when public schools are in session:

(1) No person, except the owners or occupants of the property abutting thereon, shall park in any of the following areas near schools, except as specifically authorized herein:

- (A) Jefferson Street from Farm Street to Spring Street.
- (B) Hill Street from Farm Street to Spring Street.
- (C) Farm Street from Hill Street to Haysel Street.
- (D) Along the south side of Cedar Street between Hill Street and Jefferson Street.
- (E) The south side of Beech Street, from Jefferson Street to Hill Street.
- (F) The east side of Hasler Shores, from Old Austin Highway to Jessica Place.

(G) Hawthorne Street from Chambers Street to Hill Street

(H) Cedar Street from Fayette (East) to Hill Street

(I) Elm Street from Hill Street to Cedar

(b) No person, except the owners or occupants of the property abutting thereon, shall park in any of the following areas from ~~8:00 a.m.~~ **7:30am.** to 4:30 p.m. on regularly scheduled school days:

- (1) On either side of Cedar Street from East Fayette Street to Linda Street;
- (2) On either side of Rosanky, Cypress, Delano, and Gordon from Chambers Street to Linda Street;
- (3) On either side of Linda Street from Cedar Street to Gordon Street;
- (4) On either side of Chambers Street from Cedar Street to Hawthorn Street.

**Section 3: REPEALER** To the extent reasonably possible, ordinances are to be read together in harmony. However, all ordinances, or parts thereof, that are in conflict or inconsistent with any provision of this ordinance are hereby repealed to the extent of such conflict, and the provisions of this ordinance shall be and remain controlling as to the matters regulated, herein.

#### **Section 4: SEVERABILITY**

Should any of the clauses, sentences, paragraphs, sections or parts of this ordinance be deemed invalid, unconstitutional, or unenforceable by a court of law or administrative agency with jurisdiction over the matter, such action shall not be construed to affect any other valid portion of this ordinance.

**Section 5: CODIFICATION** The City Secretary is hereby directed to record and publish the attached rules, regulations and policies in the City's Code of Ordinances as authorized by Section 52.001 of the Texas Local Government Code.

#### **Section 6: EFFECTIVE DATE**

This ordinance shall take effect upon the date of final passage noted below, or when all applicable publication requirements, if any, are satisfied in accordance with the City's Charter, Code of Ordinances, and the laws of the State of Texas.

**READ & ACKNOWLEDGED** on the First Reading on this, the 8<sup>th</sup> day of September, 2026.

**READ & APPROVED** on the Second Reading on this, the 22nd day of September, 2026.

**APPROVED:**

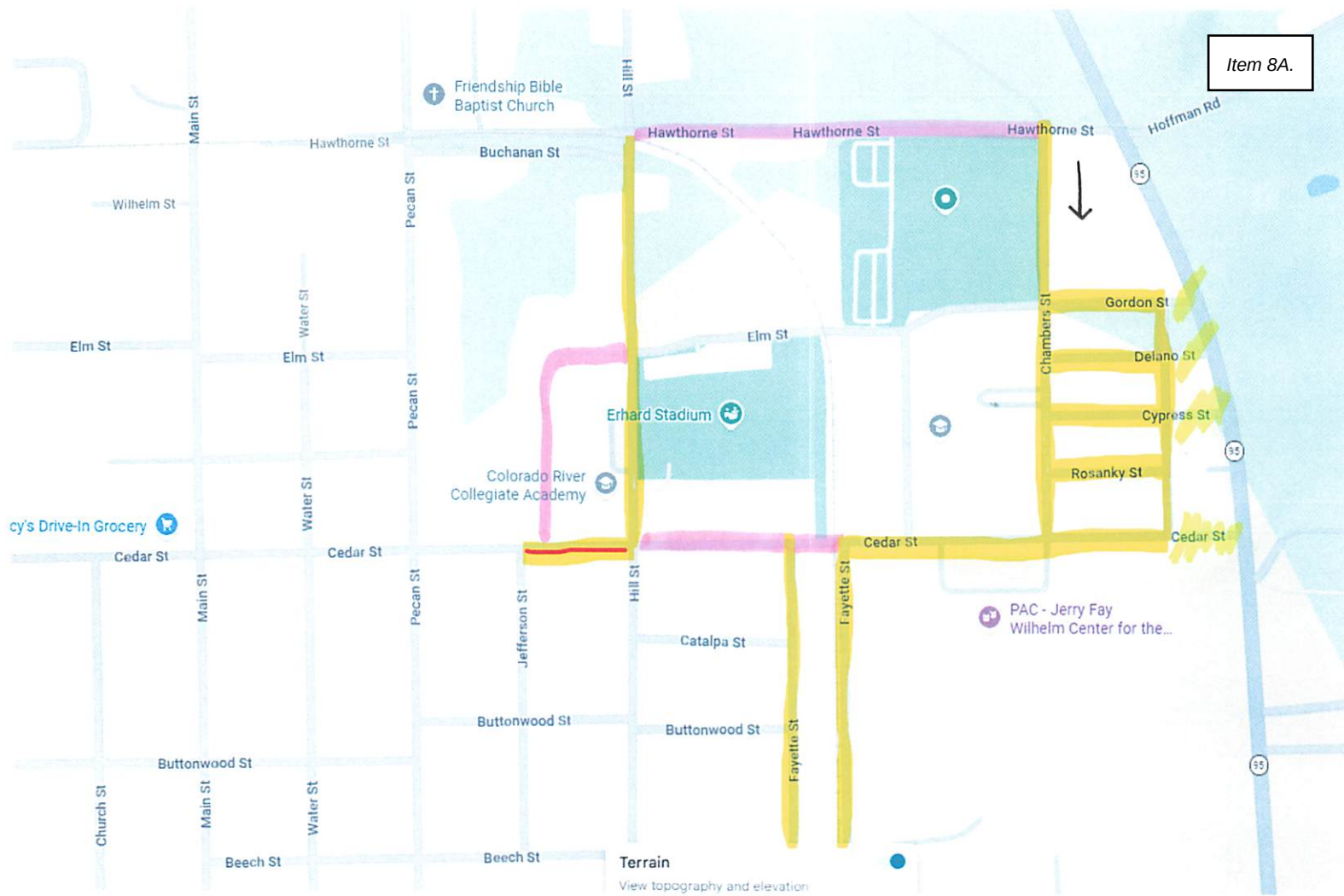
\_\_\_\_\_  
Ishmael Harris, Mayor

**ATTEST:**

\_\_\_\_\_  
Michael Muscallero, City Secretary

**APPROVED AS TO FORM:**

\_\_\_\_\_  
City Attorney



 = Current no parking

 = Requesting

*BHS*

12.06.03.

School Restricted Parking.



# STAFF REPORT

**MEETING DATE:** September 22, 2026

**TITLE:**

Consider and act on Resolution No. R-2026-13, ratifying and approving a Memorandum of Understanding between the City of Bastrop and the Texas Division of Emergency Management relating to participation in the Texas Emergency Management Assistance Teams Program, as attached in Exhibit A.

**AGENDA ITEM SUBMITTED BY:**

Submitted by: Andres Rosales, Assistant City Manager

**BACKGROUND/HISTORY:**

The City of Bastrop participates in numerous local, regional, state, and federal partnerships designed to strengthen the City's preparedness, response, recovery, and mitigation capabilities. These partnerships provide opportunities for training, professional development, resource sharing, and coordinated emergency management operations.

The Texas Emergency Management Assistance Team (TEMAT) Program is administered by the Texas Division of Emergency Management (TDEM) and provides a statewide framework for qualified personnel to support disaster response and recovery operations throughout Texas. TEMAT personnel may be deployed to assist state and local jurisdictions during emergencies, disasters, planned events, and recovery operations.

Historically, City of Bastrop personnel have participated in several statewide emergency management and mutual aid programs that are now being consolidated under the TEMAT framework. TDEM has established TEMAT as a single administrative structure to coordinate participation, training, deployment procedures, reimbursement processes, and program oversight across multiple response and support teams.

Participation in TEMAT provides City of Bastrop personnel with advanced training opportunities, operational experience during real-world incidents, and the ability to support statewide emergency management efforts. These experiences strengthen local capabilities by enhancing staff knowledge, expanding professional networks, and improving readiness for emergencies affecting the City of Bastrop.

The Memorandum of Understanding establishes the responsibilities of both TDEM and the City of Bastrop related to training, deployment procedures, liability protections, reimbursement processes, and administrative requirements. Participation in TEMAT is voluntary, and all deployments are coordinated through TDEM and approved by the City of Bastrop.

Approval of the Memorandum of Understanding will authorize the City of Bastrop to continue participating in these statewide emergency management programs under the TEMAT framework and allow qualified City personnel to be considered for future training and deployment opportunities.

**FISCAL IMPACT:**

There is no direct fiscal impact to the City.

**RECOMMENDATION:**

Authorize the ratification of the MOU.

**ATTACHMENTS:**

1. Resolution No. R-2026-135
2. Executed MOU



**RESOLUTION NO. R-2026-135**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, APPROVING A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF BASTROP AND THE TEXAS DIVISION OF EMERGENCY MANAGEMENT RELATING TO PARTICIPATION IN THE TEXAS EMERGENCY MANAGEMENT ASSISTANCE TEAMS PROGRAM, AS ATTACHED AS EXHIBIT A; PROVIDING FOR A REPEALING CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.**

WHEREAS, the City of Bastrop ("City") participates in numerous local, regional, state, and federal partnerships designed to strengthen the City's preparedness, response, recovery, and mitigation capabilities, providing opportunities for training, professional development, resource sharing, and coordinated emergency management operations; and

WHEREAS, the Texas Emergency Management Assistance Team ("TEMAT") Program is administered by the Texas Division of Emergency Management ("TDEM"), a member of The Texas A&M University System, pursuant to Texas Government Code Chapter 418, Subchapter E-1, Texas Statewide Mutual Aid System, and provides a statewide framework for qualified personnel to support disaster response and recovery operations throughout Texas; and

WHEREAS, City personnel have historically participated in several statewide emergency management and mutual aid programs that are now being consolidated by TDEM under the TEMAT framework as a single administrative structure to coordinate participation, training, deployment procedures, reimbursement processes, and program oversight across multiple response and support teams, including the Incident Support Task Force (ISTF), Public Works Response Team (PWRT), Texas A&M Task Force 1 (TX-TF1), State of Texas Incident Management Team (IMT), and Texas Intrastate Fire Mutual Aid System (TIFMAS); and

WHEREAS, the Memorandum of Understanding ("TEMAT MOU") between TDEM and the City establishes the respective responsibilities of TDEM and the City related to training, deployment procedures, liability protections, reimbursement processes, and administrative requirements, is effective as of the date of final signature, and continues for a period of five (5) years unless earlier terminated in accordance with its terms; and

WHEREAS, the City Council finds that ratification and approval of the TEMAT MOU is in the best interests of the City and serves the public purpose of enhancing the City's emergency preparedness, response, and recovery capabilities.

**Section 1.** The City Council hereby ratifies and approves the Memorandum of Understanding between the City of Bastrop and the Texas Division of Emergency Management relating to participation in the Texas Emergency Management Assistance

Teams Program, substantially in the form attached hereto as Exhibit A, and incorporated herein for all purposes.

**Section 2.** The City Manager, or the City Manager's designee, is authorized to execute the Agreement for Automatic Aid Assistance and any related non-substantive documents necessary to carry out the intent of this Resolution.

**Section 3. Fiscal Impact.** There is no direct fiscal impact to the City associated with the Memorandum of Understanding. Reimbursement to the City for eligible costs and expenses, if any, shall be governed by the terms of the Memorandum of Understanding, the State Mutual Aid Reimbursement Guide, and applicable program-specific guidance.

**Section 4. Repealing Clause.** All resolutions, parts of resolutions, or provisions in conflict with the provisions of this Resolution are hereby repealed to the extent of such conflict.

**Section 5. Effective Date.** This Resolution shall take effect immediately upon its passage and approval.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Bastrop, Texas, on this the 22<sup>nd</sup> day of September, 2026.

**APPROVED:**

by: \_\_\_\_\_  
Ishmael Harris, Mayor

**ATTEST:**

\_\_\_\_\_  
Michael Muscarello, TRMC, CMC, CPM  
City Secretary

**APPROVED AS TO FORM:**

\_\_\_\_\_  
City Attorney  
Denton Navarro Rocha Bernal & Zech, P.C.



# Memorandum of Understanding Between Texas Division of Emergency Management and Texas Emergency Management Assistance Teams Participating Jurisdiction/Employer

This memorandum of understanding ("TEMAT MOU") becomes effective as of the date of final signature, by and between the Texas Division of Emergency Management ("TDEM"), a member of The Texas A&M University System ("A&M System") and an agency of the State of Texas, and the Texas Emergency Management Assistance Teams ("TEMAT") participating jurisdiction/employer City of Bastrop, Texas ("Jurisdiction").

## I. PURPOSE

In accordance with Texas Government Code Chapter 418, Subchapter E-1 Texas Statewide Mutual Aid System, and the State of Texas Emergency Management Plan, this TEMAT MOU delineates responsibilities and procedures for TEMAT activities. TDEM's authority is provided through the State of Texas to activate state resources for the purposes of TEMAT Programs.

TEMAT Programs include and are administered by the state agencies listed below:

| TEMAT Program                                    | State Agency Program Administrator             | Program Summary                                                                                                   |
|--------------------------------------------------|------------------------------------------------|-------------------------------------------------------------------------------------------------------------------|
| Incident Support Task Force (ISTF)               | Texas Division of Emergency Management (TDEM)  | Provides support through multiple areas of expertise throughout response and recovery initiatives                 |
| Public Works Response Team (PWRT)                | Texas A&M Engineering Extension Service (TEEX) | Provides support for critical infrastructure systems                                                              |
| Texas A&M Task Force 1 (TX-TF1)                  | Texas A&M Engineering Extension Service (TEEX) | Provides search and rescue support through Texas A&M Task Force 1, Texas Task Force 2, and Texas A&M Task Force 3 |
| State of Texas Incident Management Team (IMT)    | Texas Division of Emergency Management (TDEM)  | Provides position specific personnel to assist in emergency operations                                            |
| Texas Intrastate Fire Mutual Aid System (TIFMAS) | Texas A&M Forest Service (TFS)                 | Provides wildland and fire department support                                                                     |

## II. SCOPE

The provisions of this memorandum of understanding apply to TEMAT activities performed at the request of TDEM at the option of the participating Jurisdiction. These activities may be in conjunction with, or in preparation of, a local, state or federal declaration of disaster. The scope of this TEMAT MOU also includes training activities sponsored by the state, TDEM, the Jurisdiction, and the Program Administrators to maintain TEMAT operational readiness.

## III. PERIOD OF PERFORMANCE

This TEMAT MOU commences on the date of the last signature and continues for a period of five (5) years unless terminated earlier in accordance with the terms of this TEMAT MOU.

## IV. DEFINITIONS

- A. Affiliated Member: A TEMAT Member that is associated with a Jurisdiction or participating agency for purposes of this agreement.
- B. Backfill: The assignment of personnel by a participating Jurisdiction to meet their minimum level of staffing to replace a deployed TEMAT Member.
- C. Incident Support Task Force: The division of TDEM is responsible for maintaining all TEMAT program information to include but not limited to this TEMAT MOU and the ISTF Program Guide.
- D. Jurisdiction: A TEMAT Member's employer, which, by the execution of this TEMAT MOU, has provided official approval of their employee's membership involvement with TEMAT.
- E. Member: An employee of a Jurisdiction who has been formally accepted into a TEMAT Program and is in compliance with all program requirements (for both TEMAT overall and specific requirements for the program(s) for which they are a Member). For clarification, the lower-case use of "member" within this agreement, refers to a A&M System member.
- F. PIV-I: Personal Identification Verification Interoperability card should be issued to all first responders.
- G. Program: One of the TEMAT Programs listed in the above table and administered by a Texas state agency to provide assistance during an emergency event or disaster.
- H. Program Administrator: Designated State agency representative participating in the program or administering the program on behalf of the state.



- I. Red Card: A National Wildfire Coordinating Group (NWCG) "Red Card" is a credential issued to wildland firefighters that verifies their qualifications and training for specific wildland fire positions.
- J. State Mutual Aid Reimbursement Guide: A living document explaining how TDEM will reimburse local responding entities, state agencies, and other entities for accepting and responding to state-assigned mutual aid missions.
- K. TEMAT: Any response team administered by a state Jurisdiction of Texas to provide response assistance to local Jurisdictions or the state of Texas.
- L. TEMAT Training and Exercises – Jurisdiction Sponsored: Training and/or exercises performed at the direction, control, expense, and funding of a participating Jurisdiction in order to develop and maintain capabilities of the Member and TEMAT.
- M. TEMAT Training and Exercises – State or Administrator Sponsored: Training and/or exercises performed at the direction, control, expense, and funding of the state or Program Administrator.
- N. Unaffiliated Member: An approved Member of the Incident Support Task Force that is not currently employed by a government entity.

## V. RESPONSIBILITIES

- A. TDEM shall be responsible for the following:
  - 1. Provide and maintain administrative and personnel management guidelines and procedures related to TEMAT and this TEMAT MOU.
  - 2. Maintain, in coordination with Program Administrators, programmatic guidance to provide standard operating procedures that are current and readily available to Program Administrators, Jurisdictions, and Members.
  - 3. Provide training to Members. Training shall be consistent with the objectives of the TEMAT Program overall to include but not limited to State Operations Center functions, financial reimbursement, and other training.
  - 4. Work with Program Administrators to ensure all administrative, fiscal, and personnel management guidelines are consistent across all TEMAT Programs.
  - 5. Provide coordination between Program Administrators, other relevant governmental and private entities, Jurisdiction, and Member.
  - 6. Maintain overall TEMAT contact list for all Jurisdictions and Members.

B. The TDEM shall ensure that the Program Administrator(s) will do the following:

1. Recruit and manage Members for their specific program according to guidelines outlined in the program-specific guidance manual.
2. Produce related portion of the program-specific guidance manual to provide standard operating procedures that are current and readily available to Members.
3. Provide and maintain qualifications, training, and operational guidelines and procedures related to the TEMAT Program they administer.
4. Provide upon approval of membership and then collect upon separation from the program equipment, uniforms, and identification issued on behalf of TEMAT.
5. Provide training for Members. Training must be consistent with the objectives of developing, increasing, and maintaining individual skills necessary to maintain operational readiness related to emergency management response.
6. Develop, implement, and exercise an internal notification and call-out system for Members.
7. Provide coordination between the state, other governmental and private entities, participating agency/employer, and Member, notify Jurisdictions or program Members of the need for activation.
8. Maintain and submit, annually, a primary contact list for their respective program, for all Jurisdictions and Members, to the state.
9. Maintain personnel files on all Members of administered programs for the purpose of documenting training records, qualifications, emergency notification, and other documentation as required by the state and Program Administrators.
10. Ensure the issuance of PIV-I to each Member through coordination with TDEM. If removed from team, then the PIV-I should be retrieved and revoked immediately. Program Administrator(s) should retrieve the PIV-I and notify TDEM for immediate revocation.
11. Program Administrator, TEEX, will reimburse Jurisdiction for Urban Search and Rescue (US&R), Public Works Response and sponsored training activities related to this TEMAT MOU under the authority of the State of Texas Emergency Management Plan, the Robert T. Stafford Disaster Relief and Emergency Act, Public law 93-288, as amended 42 U.S.C. 5121, et seq., and Title 44 CFR Part 208 – National Urban Search and Rescue Response System.



12. All reimbursement requests pursuant to this section shall follow program specific guidelines included in the TEEEX Deployment Reimbursement Manual and the State Mutual Aid Reimbursement Guide.

C. The Jurisdiction shall:

1. Determine which TEMAT Programs the Jurisdiction will support by providing Members and being able to respond as requested by TDEM and Program Administrators.
2. Upon signature, the Jurisdiction will submit a roster within fourteen (14) calendar days of final signature to TDEM and Program Administrators. Maintain a roster of all its personnel participating in TEMAT activities and submit an update annually. The roster shall include all current Red Card qualifications for each Member when applicable.
3. Provide a primary point of contact to TDEM and Program Administrators for the purpose of notification of TEMAT activities and for administrative activities.
4. Provide administrative support to employee Members of TEMAT, e.g., time off when fiscally reasonable to do so for TEMAT activities such as training, meetings, and actual deployments.
5. Ensure all reimbursement claims meet the requirements of the State Mutual Aid Reimbursement Guide.
6. Upon notification by TDEM, the Jurisdiction will determine which Members within Jurisdiction are qualified and available for deployment. Jurisdiction determines which qualified Members deploy.

D. The Jurisdiction shall ensure the Member(s):

1. Perform duties, as required by their membership in a TEMAT program, when requested and deployed by TEMAT.
2. Maintain knowledge, skills, and abilities necessary to operate safely and effectively in the assigned position and conduct themselves in accordance with the program-specific guidance manual.
3. Advise the Program Administrator of any change in the notification process, i.e., address, change of employment, or phone number changes.
4. Update their membership profile through their Program Administrator or their online portal with any updated qualifications, rate of pay change, or position change as they occur and verify accuracy annually.

5. Maintain, for deployment, all equipment issued by the TEMAT program and advise Program Administrator of any lost, stolen, or damaged items assigned to Member.
6. Keep the Jurisdiction advised of TEMAT activities that may require time off from work.
7. Be prepared to operate in a disaster environment, which may include living and working in austere conditions.
8. During any period in which TEMAT is activated by TDEM or during any TEMAT sponsored or sanctioned training, Member shall be acting as a representative of the State of Texas.
9. Ensure that staff approved for membership by Jurisdiction meet the program requirements and experience level with his/her position on each TEMAT program in accordance with the program-specific guidance manual.

## VI. QUALIFICATIONS, TRAINING, AND EXERCISES

### A. TEMAT Training and Exercises – Jurisdiction Sponsored:

Periodically, Members will be requested and/or invited to attend local TEMAT-sponsored training or exercises. Local Jurisdiction-sponsored training or exercises shall be performed at the direction, control, expense, and funding of the local Jurisdiction in order to develop the technical skills of Members.

### TEMAT Training and Exercises – State or Program Administrator Sponsored:

Periodically, Members will be invited to attend state TEMAT training and/or exercises, and when these training and/or exercises are required, Jurisdiction shall ensure Member attends such. These trainings and exercises shall be performed at the direction, control, expense, and funding of the state which may include being administered through a Program Administrator in order to develop and maintain the incident support capabilities of the TEMAT. For state or Program Administrator sponsored training or exercises, the Jurisdiction shall coordinate with TDEM and/or Program Administrators, prior to the event, to receive written authorization prior to such an event.

### B. Minimum Qualification and Training Requirements

Jurisdiction should allow Members appropriate time to maintain the qualifications required for each position Member fills in the TEMAT Program.

Jurisdiction should ensure Members can attend available TEMAT training and exercise opportunities provided for the assigned TEMAT position to ensure the maintenance of position qualifications. Jurisdiction understands that failure for



Jurisdiction to ensure Members attend or maintain qualifications may result in dismissal from the TEMAT Program when qualifications are no longer valid.

## **VII. ADMINISTRATIVE, FINANCIAL, AND PERSONNEL MANAGEMENT**

### **A. Reimbursement of Administrators/Jurisdiction**

1. All guidelines and procedures for requesting reimbursement shall be pursuant to the State Mutual Aid Reimbursement Guide.
2. All financial commitments herein are made subject to the availability of funds from the State of Texas.

## **VIII. Liability and Workers' Compensation for State Activation/And Training**

- A. During any period in which a program under TEMAT is activated by the State of Texas, or during any TEMAT sanctioned training, Members who are not employees of A&M System or another agency of the State of Texas will be considered to be in the course and scope of the Member's (employee's) regular employment with the Jurisdiction (employer) and the Member shall be entitled to full benefits, including workers' compensation and liability coverage, as an employee of their employer.
- B. For a Member who becomes injured during any period in which a program under TEMAT is activated by the State of Texas, or during any TEMAT sanctioned training, the Jurisdiction shall immediately notify the Program Administrator and TDEM of the injury in writing, and TDEM shall reimburse the Jurisdiction the costs and expenses paid by the Jurisdiction to Member, including but not limited to, all related medical expenses, compensation, wages, pension contributions, and any benefits provided by the Jurisdiction. Pursuant to Texas Government Code Section 418.118(b), the Jurisdiction may seek reimbursement for all eligible costs and expenses as provided in this section by providing TDEM or the Program Administrator, whichever is applicable, adequate supporting documentation for the costs/expenses claimed, to include proof of pay provided by the Jurisdiction to the Member. Said reimbursement shall continue, in accordance with Texas Labor Code Section 408, until such time that the injured Member is medically cleared for return to work or in the event of permanent disability or death, until all obligations for payment to the Member or Member's beneficiaries are satisfied.

## **IX. CONDITIONS, AMENDMENTS, AND TERMINATION**

- A. This TEMAT MOU may be modified or amended only by the written agreement of all the parties.
- B. This TEMAT MOU may be terminated by any signing party, upon thirty (30) days written notice to the other party.

- C. The state complies with the provisions of the Department of Labor Executive Order 11246 of September 24, 1965, as amended and with the rules, regulations, and relevant orders of the Secretary of Labor. To that end, the state shall not discriminate against any Member on the grounds of race, color, religion, sex, or national origin. In addition, the use of state or federal facilities, services, and supplies will be in compliance with regulations prohibiting duplication of benefits and guaranteeing nondiscrimination. Distribution of supplies, processing of applications, provisions of technical assistance, and other relief assistance activities shall be accomplished in an equitable and impartial manner, without discrimination on the grounds of race, color, religion, nationality, sex, age, or economic status.
- D. This TEMAT MOU is governed by the laws of the State of Texas (but not its conflict of laws statutes and principles). Pursuant to Section 85.18 (b), Texas Education Code, venue for a state court suit filed against any member of A&M System, or any officer or employee of A&M System is in the county in which the primary office of the chief executive officer of the system or member, as applicable, is located.
- E. The parties expressly acknowledge that the Program Administrators are agencies of the State of Texas and nothing in this TEMAT MOU will be construed as a waiver or relinquishment by any state agency administrator of its right to claim such exemptions, privileges, and immunities as may be provided by law.
- F. By executing this TEMAT MOU, all parties and each person signing on behalf of each party certifies, and in the case of a sole proprietorship, partnership or corporation, each party thereto certifies as to its own organization, that to the best of their knowledge and belief, no member of A&M System or A&M System Board of Regents, nor any employee, or person, whose salary is payable in whole or in part by A&M System, has direct or indirect financial interest in the award of this TEMAT MOU, or in the services to which this TEMAT MOU relates, or in any of the profits, real or potential, thereof.
- G. Each party is responsible to ensure that employees participating in work for any member of A&M System have not been designated by a member of A&M System as Not Eligible for Rehire (NEFR) as defined in System policy 32.02, Section 4. Non-conformance to this requirement may be grounds for termination of this agreement. In event a system member becomes aware that a contracting party has any employees that are designated as NEFR under this TEMAT MOU, the nonconforming employee is immediately required to be removed from all performance duties upon demand by a system member.

## **X. JURISDICTION DECLARATION OF PARTICIPATION IN TEMAT**

Jurisdiction agrees to abide by the terms and conditions of this TEMAT MOU and the program-specific guidance manual. Jurisdiction agrees to allow employees to serve as TEMAT Members for the approved TEMAT Programs checked below:



| TEMAT Program                                    | Check for Participation             | Jurisdiction Point of Contact Initials |
|--------------------------------------------------|-------------------------------------|----------------------------------------|
| Incident Support Task Force (ISTF)               | <input checked="" type="checkbox"/> | AR                                     |
| Public Works Response Team (PWRT)                | <input checked="" type="checkbox"/> | AR                                     |
| Texas A&M Task Force 1                           | <input checked="" type="checkbox"/> | AR                                     |
| State of Texas Incident Management Team (IMT)    | <input checked="" type="checkbox"/> | AR                                     |
| Texas Intrastate Fire Mutual Aid System (TIFMAS) | <input checked="" type="checkbox"/> | AR                                     |

## XI. POINTS OF CONTACT

|                          |                                                                            |                                                                                |
|--------------------------|----------------------------------------------------------------------------|--------------------------------------------------------------------------------|
|                          | <b>TDEM</b>                                                                | <b>TEMAT Coordinator</b>                                                       |
| <b>Name:</b>             | Chief Nim Kidd                                                             | Kharley Smith                                                                  |
| <b>Title:</b>            | Chair – Texas Emergency Management Council                                 | ISTF Division Chief                                                            |
| <b>Address Line 1:</b>   | 313 E Anderson Ln                                                          | 313 E Anderson Ln                                                              |
| <b>Address Line 2:</b>   | Building 3                                                                 | Building 3                                                                     |
| <b>City, State, Zip:</b> | Austin, TX 78752                                                           | Austin, TX 78752                                                               |
| <b>Phone Number:</b>     | 512-424-2436                                                               | 512-424-2436                                                                   |
| <b>Email:</b>            | <a href="mailto:Nim.kidd@tdem.texas.gov">Nim.kidd@tdem.texas.gov</a>       | <a href="mailto:kharley.smith@tdem.texas.gov">kharley.smith@tdem.texas.gov</a> |
|                          | <b>Jurisdiction</b>                                                        |                                                                                |
| <b>Name:</b>             | Andres Rosales                                                             |                                                                                |
| <b>Title:</b>            | Assistant City Manager, EMC                                                |                                                                                |
| <b>Address Line 1:</b>   | 1311 Chestnut Street                                                       |                                                                                |
| <b>Address Line 2:</b>   |                                                                            |                                                                                |
| <b>City, State, Zip:</b> | Bastrop, Texas 78602                                                       |                                                                                |
| <b>Phone Number:</b>     | 512-629-2163                                                               |                                                                                |
| <b>Email:</b>            | <a href="mailto:arosales@cityofbastrop.org">arosales@cityofbastrop.org</a> |                                                                                |

## XII. GENERAL PROVISIONS

- A. This TEMAT MOU, with the rights and privileges it creates, is assignable only with the written consent of the parties.
- B. Pursuant to Texas Government Code Section 321.013, acceptance of funds under this TEMAT MOU constitutes acceptance of the authority of the State of Texas, the Texas State Auditor's Office, or any successor agency (collectively, "Auditor"), to conduct an audit or investigation in connection with those funds under Texas Education Code Section 51.9335(c). Jurisdiction shall cooperate with the Auditor in the conduct of the audit or investigation, including without limitation, providing all records requested.

- C. Pursuant to Texas Government Code Sections 2107.008 and 2252.903, any payments owing to Jurisdiction under this TEMAT MOU may be applied directly toward certain debts or delinquencies that Jurisdiction owes the State of Texas or any agency of the State of Texas regardless of when they arise until such debts or delinquencies are paid in full.
- D. To the extent applicable, Jurisdiction shall use the dispute resolution process provided in Chapter 2260, Texas Government Code, and the related rules adopted by the Texas Attorney General to attempt to resolve any claim for breach of contract made by Jurisdiction that cannot be resolved in the ordinary course of business. Jurisdiction shall submit written notice of a claim of breach of contract under this Chapter to TDEM's designated official, who will examine the claim and any counterclaim and negotiate in an effort to resolve the claim.

### XIII. ENTIRE AGREEMENT

This TEMAT MOU terminates and supersedes any prior TEMAT MOU amongst TDEM, TEMAT Program Administrators, a TEMAT Employee Member, and Participating Jurisdiction. This TEMAT MOU, in addition to the related program-specific guidance manuals and State Mutual Aid Reimbursement Guidelines, reflects the entire agreement between the parties.

TDEM and Jurisdiction hereby acknowledge that they have read and understand this entire TEMAT MOU. All oral or written agreements between the parties hereto relating to the subject matter of this TEMAT MOU that was made prior to the execution of this TEMAT MOU have been reduced to writing and are contained herein. TDEM and Jurisdiction agree to abide by all terms and conditions specified herein and certify that the information provided to the state is true and correct in all respects to the best of their knowledge and belief.

This TEMAT MOU is entered into by and between the following parties:

#### TEXAS DIVISION OF EMERGENCY MANAGEMENT

Signed by:  
 Signature: W. Nim Kidd  
 Name: W. Nim Kidd  
 Title: Chief, Texas Division of Emergency Management  
 Date: 9/4/2026

#### JURISDICTION

Signature: Ishmael Harris  
 Name: Ishmael Harris  
 Title: Mayor  
 Date: September 3, 2026

Statewide TEMAT MOU

Final Draft 4.13.25



# STAFF REPORT

**MEETING DATE:** September 22, 2026

**TITLE:**

Consider and act to approve the Bastrop City Council minutes from the September 1st City Council Special Meeting, the September 8th City Council Regular Meeting, and the September 15th City Council Special Meeting.

**AGENDA ITEM SUBMITTED BY:**

Submitted by: Michael Muscarello, TRMC, CMC, CPM, City Secretary

**BACKGROUND/HISTORY:**

N/A

**FISCAL IMPACT:**

N/A

**RECOMMENDATION:**

Approve the Bastrop City Council minutes from the September 1st City Council Special Meeting, the September 8th City Council Regular Meeting, and the September 15th City Council Special Meeting

**ATTACHMENTS:**

- DRAFT September 1<sup>st</sup> City Council Special Meeting
- DRAFT September 8<sup>th</sup> City Council Regular Meeting
- DRAFT September 15<sup>th</sup> City Council Special Meeting

**CITY OF BASTROP  
BASTROP CITY COUNCIL  
SPECIAL/WORKSHOP CITY COUNCIL MEETING MINUTES  
Tuesday, September 1, 2026**

The Bastrop City Council met in a Special/Workshop Meeting at 6:00 p.m. on Wednesday, September 1, 2026, 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 Secretary Michael Muscarello

Police Chief Vicky Steffanic

Assistant to the City Manager Vivianna Andres

Development Services Director James Cowey

Assistant City Manager/ Fire Chief Andres Rosales

Deputy City Secretary Nichole Heinrich

Public Information Manager Colin Guerra

**1. CALL TO ORDER**

With a quorum present, Mayor Harris called the Special/Workshop City Council Meeting to order at 6:00 p.m.

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

Mayor Harris led the Pledge of Allegiance.

**3. INVOCATION**

Council Member Lowe delivered the Invocation.

**4. WORK SESSIONS/BRIEFINGS**

**4A. Consider and provide direction to the City Manager regarding the:**

*Mayor Harris amended the order of the agenda moving to item 4A 4.*

**4. AdHoc Committee for FLOCK**

Council Member Meyer made a motion to direct the city manager to not form a AdHoc Committee for FLOCK, immediately cover the city owned FLOCK cameras, and bring a cancellation contract for FLOCK to the September 8, 2026, regular city council meeting. Council Member Fossler seconded the motion. Council voted 5-0. Motion carried.



## 5. **CITIZEN COMMENT(S)**

1. Citizen(s) addressing the City Council on an item, not on the agenda: Jay Mirabito
2. Citizen(s) addressing the City Council on an item, on the agenda: Peggy Dimmick, Optimistic Citizen, Robert Kilbourn, Jordan Scott, Sarie Swigart, John Bush, Simone Gregoire, Damien Bell, Tyler Caffery, Stacy Collins, Jenny Almon, Gina O'Brien, Chelsie Johnson, Todd Johnson, Elizabeth Alejos, Ashley Nolette, Kassidi Anderson, Rachelle Hulse, Liam Douglass, Samantha Chazaretta, Kyrie Nobles, Brian Bowlin, Dustin Vegas, Aundrea Vegas, Janelle Lowden, Peggy Dimmick, and Gina O'Brien.

*Mayor Harris amended the order of the agenda moving to item 4A 1.*

### 1. **Blakey Lane Capital Improvement Project**

**MOTION:** Motion was made by Council Member Plunkett to direct the city manager to proceed with the engineer's preferred plan opening Jessica with improvements and bring back to city council on September 15, 2026. Mayor Pro-Tem Kirkland seconded the motion. Council voted 4-1 with Council Member Meyer voting against.

### 2. **Transportation Master Plan/Roadway Impact Fee**

Discussion Only.

### 3. **Sidewalk Master Plan**

Discussion Only.

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

## 6. **CONSENT AGENDA**

All matters listed under "Consent Agenda" are considered to be routine by the city council and will be enacted by one motion. There will not be a separate discussion of these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately.

### 6A. **Consider and act on Resolution No. 2026-126, approving the First Amendment to the Burleson Crossing East Subdivision Construction Agreement between the City of Bastrop and BRP East, L.P., as attached in Exhibit A.**

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

**MOTION:** Motion was made by Council Member Plunkett to approve Resolution No. 2026-126, approving the First Amendment to the Burleson Crossing East Subdivision Construction Agreement between the City of Bastrop and BRP East, L.P., as attached in

Exhibit A. Council Member Kirkland seconded the motion. Council voted 5-0. Motion carried.

**7. ITEMS FOR INDIVIDUAL CONSIDERATION**

- 7A. Consider action to approve the first reading of Ordinance No. 2026-35 of the City Council of the City of Bastrop, Texas, amending the Code of Ordinances, Chapter 12 Titled "Traffic and Vehicle," Article 12.04.titled "Traffic Schedules", Section 12.04.006 "Schedule V: School Zones" amended to read as described and attached hereto as Exhibit A; and providing for findings of fact, enactment, effective date, repealer, severability, and proper notice and meeting, and move to include on the September 8th, 2026, consent agenda for a second reading.**

Submitted by: Vicky Steffanic, Chief of Police

**MOTION:** Motion was made by Council Member Plunkett to approve the first reading of Ordinance No. 2026-35 of the City Council of the City of Bastrop, Texas, amending the Code of Ordinances, Chapter 12 Titled "Traffic and Vehicle," Article 12.04.titled "Traffic Schedules", Section 12.04.006 "Schedule V: School Zones" amended to read as described and attached hereto as Exhibit A, and move to include on the September 15<sup>th</sup>, 2026, consent agenda for a second reading. Mayor Pro-Tem Kirkland seconded the motion. Council voted 5-0. Motion carried.

**8. ADJOURNMENT**

Upon receiving a motion duly made and a second to adjourn, Mayor Harris adjourned the September 1<sup>st</sup> Special/Workshop Meeting at 8:14 p.m.

**CITY OF BASTROP, TEXAS**

\_\_\_\_\_  
Ishmael Harris, Mayor

\_\_\_\_\_  
Nichole Heinrich, TRMC  
Deputy City Secretary

**CITY OF BASTROP  
BASTROP CITY COUNCIL  
REGULAR CITY COUNCIL MEETING MINUTES  
Tuesday, September 8, 2026**

The Bastrop City Council met in a Regular Meeting at 6:30 p.m. on Tuesday, September 8, 2026, 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 |
| City Secretary Michael Muscarello           | Deputy City Secretary Nichole Heinrich            |
| City Attorney Stan Springerley              | Assistant to the City Manager Vivianna Andres     |
| Police Chief Vicky Steffanic                | Public Information Manager Colin Guerra           |
| Finance Director Judy Sandroussi            | Main Street Director Michaela Joyce               |
| Senior Finance Specialist Christina Davis   | BP&L Electric Superintendent Tim Goetz            |
| BP&L Administrative Assistant Cheryl Renfro |                                                   |
| Development Services Director James Cowey   |                                                   |

**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**

Sienna Alaniz and Sophia Zhao led the Pledge of Allegiance.

**3. INVOCATION**

Chaplain Brent Jones, Bastrop Police Chaplain, delivered the Invocation.

**4. PRESENTATIONS**

**4A. Mayor's Report**

**4B. Council Members' Report**

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

- Project Updates

**4D. PROCLAMATION - Hispanic Heritage Month**

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: None

Citizen(s) addressing the City Council on an item, on the agenda: Heather Coleman, Chelsie Johnson, Todd Johnson, Vernon Teltschick, Deanna Dezarn, Courtney Nodurft, Tyler Nodurft, Tammie Linden, Rachelle Hulse, Ashley Nolette, Misty Koehler, Brian Bowlin, Sarie Swigert, John Bush, Stacy Collins, Judah Ross, Jenny Almon, and Robert Kilbourn.

**8. CONSENT AGENDA**

All matters listed under "Consent Agenda" are considered to be routine by the city council and will be enacted by one motion. There will not be a separate discussion of these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately.

Mayor Harris called for requests to remove any item from the Consent Agenda for separate discussion. Council Member Fossler pulled Item 8A and 8B to be presented to Council.

**8A. Consider and act on the second reading of Ordinance No. 2026-22, amending the Bylaws for the Hunters Crossing Local Government Corporation, and authorizing the City Manager to provide notice to the Board Secretary for the Hunters Crossing Local Government Corporation.**

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

**MOTION:** Council Member Fossler made a motion to table item 8A to a future meeting date. Motion died for a lack of a second.

**MOTION:** Council Member Meyer made a motion to adopt Ordinance No. 2026-22, amending the Bylaws for the Hunters Crossing Local Government Corporation, and authorizing the City Manager to provide notice to the Board Secretary for the Hunters Crossing Local Government Corporation. Council Member Plunkett seconded the motion. Council voted 4-1 with Council Member Fossler voting against. Motion carried.

**8B. Consider and act on Resolution R-2026-133 appointing City Council as the Board of Directors for the Hunter's Crossing Local Government Corporation (HCLGC).**

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

**MOTION:** Council Member Fossler made a motion to table item 8B to a future meeting date. Motion died for a lack of a second.

**MOTION:** Mayor Pro-Tem Kirkland made a motion to approve Resolution R-2026-133 appointing City Council as the Board of Directors for the Hunter's Crossing Local Government Corporation (HCLGC). Council Member Meyer seconded the motion. Council voted 4-1 with Council Member Fossler voting against. Motion carried.

**8C. Consider action to approve the second reading of Ordinance No. 2026-32 of the City Council of the City of Bastrop, Texas approving the Fiscal Year 2026 Annual Service Plan Update, including provisions related to assessments for the Hunters Crossing Public Improvement District; approving a Fiscal Year 2026 assessment roll for the District; and containing other provisions related to the Hunters Crossing Public Improvement District.**

Submitted by: Judy Sandroussi, Finance Director

**8D. Consider action to approve Resolution No. R-2026-130 authorizing the replacement of multiple HVAC split systems at the Bastrop Convention Center and awarding a contract to Efficient AC, Electric & Plumbing in the amount of \$169,946.18.**

Submitted by: Michaela Joyce, Discover Bastrop Director

**8E. Consider and act on Resolution No. R-2026-131 approving a Hotel Occupancy Tax (HOT) incentive in an amount not to exceed \$45,000 to secure the Caterpillar Inc. Leadership Summit 2028 at Hyatt Regency Lost Pines Resort & Spa.**

Submitted by: Michaela Joyce, Discover Bastrop Director

**8F. Consider and act on the second reading of Ordinance No. 2026-28 establishing rules for connecting private solar panels and other small power-generating systems to the Bastrop Power & Light electric grid.**

Submitted by: Andres Rosales, Assistant City Manager



- 8G. **Consider action to approve Resolution No. R-2026-128 of the City Council of the City of Bastrop, Texas, approving the Financial Management Policy, which is attached as Exhibit A; providing for a repealing clause and establishing an effective date.**

Submitted by: Judy Sandroussi, Finance Director

- 8H. **Consider action to approve Resolution No. R-2026-129 approving the City of Bastrop Purchasing Policy, which is attached as Exhibit A; providing for a repealing clause; and establishing an effective date.**

Submitted by: Judy Sandroussi, Finance Director

- 8I. **Consider action to approve Resolution No. R-2026-127 approving the City of Bastrop Investment Policy and qualified brokers.**

Submitted by: Judy Sandroussi, Finance Director

- 8J. **Consider and act to approve the Bastrop City Council minutes from the August 25th City Council Workshop and the August 25th City Council Regular Meeting.**

Submitted by: Michael Muscarello, TRMC, CMC, CPM, City Secretary

**MOTION:** Mayor Pro-Tem Kirkland made a motion to approve the remaining consent agenda as presented. Council Member Fossler seconded the motion. Council voted 5-0. Motion carried.

## 9. **ITEMS FOR INDIVIDUAL CONSIDERATION**

- 9A. **Consider and act on the first reading of Ordinance No. 2026-34, adopting the budget for Fiscal Year 2026-2027 (October 1, 2026, through September 30, 2027) attached as Exhibit A; making certain appropriations; and providing that expenditures for said Fiscal Year be made in accordance with said budget.**

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

**MOTION:** Council Member Meyer made a motion to approve the first reading of Ordinance No. 2026-34, adopting the budget for Fiscal Year 2026-2027 (October 1, 2026, through September 30, 2027) attached as Exhibit A; making certain appropriations; and providing that expenditures for said Fiscal Year be made in accordance with said budget; and move to include on the September 15, 2026, City Council Agenda for a second reading. Council Member Fossler seconded the motion. Council voted 5-0. Motion carried.

- 9B. Consider and act on the first reading of Ordinance No. 2026-36, adopting the tax roll, adopting the tax rate, and levying ad valorem taxes for the Fiscal Year 2026-2027 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.**

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

**MOTION:** Mayor Pro Tem Kirkland made a motion to approve the M&O component of the tax rate at 0.2947 per \$100 valuation. Council Member Meyer seconded the motion. Council voted 5-0. Motion carried.

**MOTION:** Mayor Pro Tem Kirkland made a motion to approve the Debt (Interest and Sinking) component of the tax rate at 0.2171 per \$100 valuation. Council Member Plunkett seconded the motion. Council voted 5-0. Motion carried.

**MOTION:** Mayor Pro-Tem Kirkland made a motion to adopt Ordinance No. 2026-36, adopting the tax roll, adopting the tax rate, and levying ad valorem taxes for the Fiscal Year 2026-2027 at a rate of 0.5118 per \$100 valuation 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 15, 2026, City Council Agenda for a second reading. Council Member Fossler seconded the motion. Council voted 5-0. Motion carried.

- 9C. Consider action to approve the first reading of Ordinance No. 2026-33, amending the Code of Ordinances, Chapter 12, titled "Traffic and Vehicle," Article 12.06.003 titled "Restricted Parking Near Schools" amended to read as described and attached hereto as Exhibit A; and move to include on the September 22nd, 2026, Consent Agenda for the second reading.**

Submitted by: Vicky Steffanic, Chief of Police

**MOTION:** Council Member Meyer made a motion to approve the first reading of Ordinance No. 2026-33, amending the Code of Ordinances, Chapter 12, titled "Traffic and Vehicle," Article 12.06.003 titled "Restricted Parking Near Schools" amended to read as described and attached hereto as Exhibit A; and move to include on the September 22nd, 2026, Consent Agenda for the second reading. Council Member Lowe seconded the motion. Council voted 5-0. Motion carried.

- 9D. Consider and act on Resolution R-2026-134 to decommission the City's Flock Safety Automated License Plate Recognition (ALPR) camera system and terminate or decline to renew the City's agreement with Flock Safety.**

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

**MOTION:** Council Member Meyer made a motion to adopt Resolution R-2026-134 which terminates any and all contracts the city has with Flock Safety and also include prohibiting the city from entering into, renewing, or replacing any such contract with Flock Safety with any other company for automated license plate recognition or vehicle surveillance systems that collect, retain, track, analyze, or share vehicle-location data. Council Member Lowe seconded the motion. Council voted 5-0. Motion carried.

## 10. EXECUTIVE SESSION

- 10A. City Council shall convene into a closed executive session pursuant to Texas Local Government Code Section §551.071 (legal consultation) with attorney to receive legal advice regarding pending or contemplated litigation, a settlement offer, or matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter,” including West Bastrop Development and matters related to same.**

*The City Council of the City of Bastrop convened into executive session at 8:19 p.m. in accordance with Texas Open Meetings Act, Section §551.071 (Legal Consultation) of the Texas Government Code to discuss agenda item 10A.*

*The City Council of the City of Bastrop reconvened in Open Session at 8:45 p.m.*

*Mayor Harris announced no action taken in executive session.*

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

None

## 12. ADJOURNMENT

Upon receiving a motion duly made and a second to adjourn, Mayor Harris adjourned the September 8th Regular Meeting at 8:45 p.m.

**CITY OF BASTROP, TEXAS**

\_\_\_\_\_  
Ishmael Harris, Mayor

ATTEST:

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Nichole Heinrich, TRMC  
Deputy City Secretary

DRAFT

**CITY OF BASTROP  
BASTROP CITY COUNCIL  
SPECIAL CITY COUNCIL MEETING MINUTES  
Tuesday, September 15, 2026**

The Bastrop City Council met in a Special/Workshop Meeting at 4:30 p.m. on Tuesday, September 15, 2026, 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    | Finance Director Judy Sandroussi             |
| City Attorney Justin Plescha            | City Secretary Michael Muscarello            |
| Deputy City Secretary Nichole Heinrich  | Police Chief Vicky Steffanic                 |
| Public Information Manager Colin Guerra | Development Services Director James Cowey    |
| Assistant Finance Director Laura Allen  | Assistant to the City Manager Viviana Andres |

**1. CALL TO ORDER**

With a quorum present, Mayor Harris called the Special City Council Meeting to order at 4:30 p.m.

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

Mayor Harris led the Pledge of Allegiance.

**3. INVOCATION**

Chaplain Dale Burke delivered the Invocation.

**4. WORK SESSIONS/BRIEFINGS**

None

**5. STAFF AND BOARD REPORTS**

None

**6. CITIZEN COMMENT(S)**

1. Citizen(s) addressing the City Council on an item, not on the agenda: Jessica Almon, Brian Nowlin, Judah Ross, Tyler Nodurft, Courtney Nordurft, Wendy Jurney, Gina O'Brien, Danile Lehman, Naomi Gonzales, Daniel Gonzales, Staci Cowey, Nicholas Cowey, Kaycee Schilt, Michael Schilt, Kelli Werner, Brian Hass, Joel Crounse, Theresa Melendrez, Elizabeth Alejos, Kristina Bacon, Terry Beattie, John Koslowske, Kristal Wilt, Trevor Ellsworth. Brenda Ellsworth, Leona AAparicio, John Koslowske, Rayna



Ellsworth, Maria Cronis, Aundrea Vegas, Lacy Shaw, Peggy Dimmick, Dustin Vegas, Farah Presley, Marsha Goertz, Noemi Potts, and Kathleen Dubois.

2. Citizen(s) addressing the City Council on an item, on the agenda: None

**7. CONSENT AGENDA**

All matters listed under "Consent Agenda" are considered to be routine by the city council and will be enacted by one motion. There will not be a separate discussion of these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately.

**7A. Consider action to approve the second reading of Ordinance No. 2026-35 of the City Council of the City of Bastrop, Texas, amending the Code of Ordinances, Chapter 12 Titled "Traffic and Vehicle," Article 12.04.titled "Traffic Schedules", Section 12.04.006 "Schedule V: School Zones" amended to read as described and attached hereto as Exhibit A; and provide for an effective date.**

Submitted by: Vicky Steffanic, Chief of Police

**MOTION:** Motion was made by Mayor Pro-Tem Kirkland to approve the second reading of Ordinance No. 2026-35 of the City Council of the City of Bastrop, Texas, amending the Code of Ordinances, Chapter 12 Titled "Traffic and Vehicle," Article 12.04. titled "Traffic Schedules", Section 12.04.006 "Schedule V: School Zones" amended to read as described and attached hereto as Exhibit A; and provide for an effective date. Council Member Lowe seconded the motion. Council voted 5-0. Motion carried.

**8. ITEMS FOR INDIVIDUAL CONSIDERATION**

**8A. Conduct a public hearing, consider and act on the second reading of Ordinance No. 2026-34, adopting the budget for Fiscal Year 2026-2027 (October 1, 2026, through September 30, 2027) attached as Exhibit A; making certain appropriations; and providing that expenditures for said Fiscal Year be made in accordance with said budget.**

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

Mayor Harris opened the public hearing at 4:58p.m. No one spoke. Mayor Harris closed the public hearing at 4:59 p.m.

**MOTION:** Motion was made by Council Member Meyer to approve the second reading of Ordinance No. 2026-34, adopting the budget for Fiscal Year 2026-2027 (October 1, 2026, through September 30, 2027) attached as Exhibit A; making certain appropriations; and

providing that expenditures for said Fiscal Year be made in accordance with said budget. Council Member Lowe seconded the motion. Council voted 5-0. Motion carried.

**8B. Conduct a public hearing and consider and act on the second reading of Ordinance No. 2026-36, adopting the tax roll, adopting the tax rate, and levying ad valorem taxes for the Fiscal Year 2026-2027 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.**

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

Mayor Harris opened the public hearing at 5:01 p.m. No one spoke. Mayor Harris closed the public hearing at 5:01 p.m.

**MOTION:** Mayor Pro-Tem Kirkland made a motion to set the M&O component of the tax rate at 0.2947 per \$100 valuation. Council Member Plunkett seconded the motion. Council voted 5-0. Motion carried.

**MOTION:** Mayor Pro-Tem Kirkland made a motion to set the Debt (Interest and Sinking) component of the tax rate at 0.2171 per \$100 valuation. Council Member Lowe seconded the motion. Council voted 5-0. Motion carried.

**MOTION:** Mayor Pro-Tem Kirkland made a motion to adopt Ordinance No. 2026-36, adopting the tax roll, adopting the tax rate, and levying ad valorem taxes for the Fiscal Year 2026-2027 at a rate of 0.5118 per \$100 valuation 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. Council Member Lowe seconded the motion. Council voted 5-0. Motion carried.

**9. EXECUTIVE SESSION**

**9A. City Council shall convene into a closed executive session pursuant to Texas Local Government Code Section § 551.087 to deliberate regarding Economic Development with Pearl River, developer for Sendero.**

**9B. City Council shall convene into a closed executive session pursuant to Texas Local Government Code Section §551.072 to deliberate the acquisition of real property located on Church Street.**

*The City Council of the City of Bastrop convened into executive session at 5:04 p.m. in accordance with Texas Open Meetings Act, Section §551.087 (Economic Development Negotiations) and §551.072 (Real Property) of the Texas Government Code to discuss agenda item 9A and 9B.*

*The City Council of the City of Bastrop reconvened in Open Session at 5:23 p.m.*

*Mayor Harris announced no action taken in executive session.*

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

**MOTION:** Council Member Plunkett made a motion to direct the City Manager to execute an agreement with Sendero as described in Executive Session. Mayor Pro-Tem Kirkland seconded the motion. Council voted 5-0. Motion carried.

No action on item 9B.

11. **ADJOURNMENT**

Upon receiving a motion duly made and a second to adjourn, Mayor Harris adjourned the September 15<sup>th</sup> Special Meeting at 5:24 p.m.

CITY OF BASTROP, TEXAS

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Ishmael Harris, Mayor

ATTEST:

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Nichole Heinrich, TRMC  
Deputy City Secretary



# STAFF REPORT

**MEETING DATE:** September 22, 2026

**TITLE:**

Conduct a public hearing, consider and act on the first reading of Ordinance No. 2026-37, amending the Municipal Service Plan for +/-12.95 acres of land out of the Nancy Blakey Survey, Abstract No. 98, out of the remainder of a called +/-30.00 acre tract conveyed to Erhard Legacy Partners, LTD., a Texas Limited Partnership, recorded in Document No. 201502919 of the Official Public Records of Bastrop County, Texas located within the city limits of the City of Bastrop, Texas, located east of Edward Burleson Lane, and north of State Highway 71, more commonly known as "Burleson Crossing East", as shown in Exhibit "A"; and move to include on the October 13, 2026, Consent Agenda for a second reading.

**AGENDA ITEM SUBMITTED BY:**

Sylvia Carrillo-Trevino, ICMA-CM, CPM, City Manager

**BACKGROUND/HISTORY:**

Staff is amending the existing Municipal Service Plan to clarify the section titled Fire. The existing fire service was transferred from Bastrop County ESD #2 to the City of Bastrop Fire Department. Exhibit A is the amended Municipal Service Plan.

**RECOMMENDATION:**

Approve the first reading of Ordinance No. 2026-37 and move to include on the October 13, 2026, Consent Agenda for a second reading.

**ATTACHMENTS:**

1. Ordinance No. 2026-37
2. Exhibit A – Municipal Service Plan

**ORDINANCE 2026-37**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, AMENDING THE MUNICIPAL SERVICE PLAN FOR +/-12.95 ACRES OF LAND OUT OF THE NANCY BLAKEY SURVEY, ABSTRACT NO. 98, OUT OF THE REMAINDER OF A CALLED +/-30.00 ACRE TRACT CONVEYED TO ERHARD LEGACY PARTNERS, LTD., A TEXAS LIMITED PARTNERSHIP, RECORDED IN DOCUMENT NO. 201502919 OF THE OFFICIAL PUBLIC RECORDS OF BASTROP COUNTY, TEXAS, LOCATED WITHIN THE CITY LIMITS OF THE CITY OF BASTROP, TEXAS, EAST OF EDWARD BURLESON LANE, AND NORTH OF STATE HIGHWAY 71, MORE COMMONLY KNOWN AS "BURLESON CROSSING EAST"; AS SHOWN IN EXHIBIT A; PROVIDING FOR FINDINGS OF FACT, ADOPTION, REPEALER, SEVERABILITY, FILING AND ENFORCEMENT; ESTABLISHING AN EFFECTIVE DATE; AND PROPER NOTICE AND MEETING.**

**WHEREAS**, the City of Bastrop, Texas (City) is a Home-Rule City acting under its Charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Texas Local Government Code and applicable State of Texas statutory authority for the good governance of the City; and

**WHEREAS**, City Council has previously entered into a written agreement with the owners of land in the area for the provision of services in the area; and

**WHEREAS**, in accordance with Texas Local Government Code Chapter 43 Subchapter C-3, public notice was given, and a public hearing was held before the City Council regarding the requested annexation; and

**WHEREAS**, Texas Local Government Code Section 51.001 provides the City general authority to adopt an Ordinance or health and safety regulation that is for the good government, peace or order of the City and is necessary or proper for carrying out a power granted by law to the City; and

**WHEREAS**, the City of Bastrop deems it necessary to amend the Municipal Service Plan for the 12.95 acres of land known as Burleson Crossing East to add further clarifications and definition to same; and

**WHEREAS**, after consideration of public input received at the hearing, and all relevant information presented, City Council finds it necessary and proper to enact this Ordinance.

**NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS THAT:**

**Section 1:** The foregoing recitals are incorporated into this Ordinance by reference as findings of fact as if expressly set forth herein.

**Section 2:** An amended service plan prepared in accordance with applicable provisions of state law pertaining to annexation is attached hereto as Exhibit "A" and incorporated herein for all intents and purposes. The owners and inhabitants of the area herein annexed are entitled to all of the rights and privileges of other citizens of the City and are hereby bound by all acts, ordinances, and other legal actions now in full force and effect and those that may be hereafter adopted or enacted.

**Section 3:** All ordinances, resolutions, or parts thereof that are in conflict or inconsistent with any provision of this Ordinance are hereby repealed to the extent of such conflict, and the provisions of this Ordinance shall be and remain controlling as to the matters regulated herein.

**Section 4:** If any provision of this Ordinance or the application thereof to any person or circumstance is held invalid, that invalidity or unenforceability will not affect any other provisions or applications of this Ordinance that can be given effect without the invalid provision.

**Section 5:** The City shall have the power to administer and enforce the provisions of this Ordinance as may be required by governing law. Any person violating any provision of this ordinance is subject to suit for injunctive relief as well as prosecution for criminal violations, and such violation is hereby declared to be a nuisance. Nothing in this ordinance shall be construed as a waiver of the City's right to bring a civil action to enforce the provisions of this ordinance and to seek remedies as allowed by law and/or equity.

**Section 6:** This Ordinance shall be effective immediately upon passage and publication.

**Section 7:** It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public, and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Texas Government Code, Chapter 551.

**READ & APPROVED** on First Reading on this the 22<sup>nd</sup> day of September, 2026.

**READ & ADOPTED** on the Second Reading on this the 13<sup>th</sup> day of October, 2026.

[Signature Page to Follow]



**APPROVED:**

by: \_\_\_\_\_  
Ishmael Harris, Mayor

**ATTEST:**

\_\_\_\_\_  
Michael Muscarello, City Secretary

**APPROVED AS TO FORM:**

\_\_\_\_\_  
City Attorney  
Denton Navarro Rocha Bernal & Zech, P.C.



## Exhibit A

### CITY OF BASTROP AMENDED MUNICIPAL SERVICE PLAN

**FOR +/-12.95 ACRES IN THE A98 NANCY BLAKEY SURVEY OUT OF THE REMAINDER OF A CALLED +/-30.00 ACRE TRACT CONVEYED TO ERHARD LEGACY PARTNERS, LTD., A TEXAS LIMITED PARTNERSHIP, RECORDED IN DOCUMENT NO. 201502919 OF THE OFFICIAL PUBLIC RECORDS OF BASTROP COUNTY, TEXAS, LOCATED WITHIN THE CITY LIMITS OF THE CITY OF BASTROP, TEXAS, LOCATED EAST OF EDWARD BURLESON LANE, AND NORTH OF STATE HIGHWAY 71 WITHIN THE CITY OF BASTROP MUNICIPAL LIMITS**

**Owner: BRP EAST PHASE II LLC  
Parcel Acreage +/-12.95 Acres**

The area identified in the survey (the "Property"), in the City of Bastrop, will be provided City services utilizing methods by which it extends services to any other equivalent area of the City.

### **SERVICES PROVIDED BY THE EFFECTIVE DATE OF ANNEXATION**

1. **Police Protection**

The City of Bastrop, Texas and its Police Department will provide police protection to newly annexed areas at the same or similar level of service now being provided to other areas of the City with like topography, land use and population density as those found within the newly annexed areas. The Police Department will have the responsibility to respond to all dispatched calls for service or assistance within the newly annexed areas.

2. **Fire Protection**

The City's Fire Department will provide emergency and fire protection services.

3. **Wastewater Facilities**

Wastewater services will be provided by the City to the newly annexed area at the same or similar level of service now being provided to other areas of the City, with like topography, land use and population density as those found within the newly annexed areas.

4. **Maintenance of Roads and Streets**

The City of Bastrop, Texas is aware of the existence of public roads, streets or alleyways located within the proposed areas of annexation. Private roads will remain under the ownership of the property owner.

## 5. **Other Services**

The City of Bastrop, Texas finds and determines that such services as planning, code enforcement, animal control, parks and recreation, court and general administration will be made available after the effective date of annexation at the same or similar level of service now being provided to other areas of the City with similar topography, land use, and density as those found within the newly annexed areas.

## **SERVICES PROVIDED AFTER THE EFFECTIVE DATE OF ANNEXATION**

### 1. **Solid Waste Collection**

The City does not directly provide municipal sanitation/solid waste collection and disposal services. However, the City has granted an exclusive franchise for these services to Texas Disposal Systems, which will be notified of all newly annexed parcels.

## **SPECIFIC FINDINGS**

The City of Bastrop, Texas, finds and determines that this proposed service plan will not provide any fewer services and will not provide a lower level of service in the areas being considered for annexation that were in existence in the proposed areas at the time immediately preceding the annexation process. Given the proposed annexation areas' topography, land utilization and population density, the service levels to be provided in the newly annexed areas will be equivalent to those provided to other areas of the City with similar characteristics.

## **TERM**

This plan shall be valid for a term of ten (10) years.

## **LEVEL OF SERVICE**

Nothing in this plan shall require the City to provide a uniform level of full municipal services to each area of the City, including the annexed areas, if different characteristics of topography, land use, and population density are considered a sufficient basis for providing different levels of service.

## **AMENDMENTS**

The plan shall not be amended unless public hearings are held in accordance with Chapter 43 of the Texas Local Government Code.

## **SEVERABILITY**

If any term or provision of this Plan is held to be illegal, invalid or unenforceable, the legality, validity or enforceability of the remaining terms or provisions of this Plan shall not be affected thereby, and in lieu of each such illegal, invalid or unenforceable term or provision, there shall be added automatically to this Plan a legal, valid or enforceable term or provision as similar as possible to the term or provision declared illegal, invalid, or unenforceable.

## **INTERPRETATION**

The Parties covenant and agree that in any litigation relating to this Agreement, the terms and conditions of the Agreement will be interpreted according to the laws of the State of Texas. The Parties acknowledge that they are of equal bargaining power and that each of them was represented by legal counsel in the negotiation and drafting of this Agreement.

## **GOVERNING LAW AND VENUE**

This Plan and all of the transactions contemplated herein shall be governed by and construed in accordance with the laws of the State of Texas. The provisions and obligations of this Plan are performable in Bastrop County, Texas such that exclusive venue for any action arising out of this Plan shall be in Bastrop County, Texas.

## **NO WAIVER**

The failure of either Party to insist upon the performance of any term or provision of this Plan or to exercise any right granted hereunder shall not constitute a waiver of that Party's right to insist upon appropriate performance or to assert any such right on any future occasion.

## **GOVERNMENTAL POWERS**

It is understood that by execution of this Plan, the City does not waive or surrender any of its governmental powers or immunities.

## **COUNTERPARTS**

This Plan may be executed in any number of counterparts, each of which shall be deemed an original and constitute one and the same instrument.

## **CAPTIONS**

The captions to the various clauses of this Plan are for informational purposes only and shall not alter the substance of the terms and conditions of this Plan.

**ENTIRE PLAN**

It is understood and agreed that this Plan contains the entire agreement between the Parties and supersedes any and all prior agreements, arrangements or understandings between the Parties relating to the subject matter, except as may be set forth in the Development Agreement. No oral understanding, statements, promises or inducements contrary to the terms of this Plan exist. This Plan cannot be changed or terminated or terminated orally.

Agreed to on this the \_\_\_\_\_ day of \_\_\_\_\_, 2026 by the following parties subject to acceptance by the City Council of the City of Bastrop.

Bastrop:

Property Owner:

\_\_\_\_\_  
Ismael Harris, Mayor

  
\_\_\_\_\_  
BRP EAST PHASE II LLC

## Survey





NANCY BLAKEY SURVEY,  
ABSTRACT NO. 98  
BASTROP COUNTY, TEXAS

NOVEMBER 19, 2021  
PAGE 1 OF 2

### ZONING DESCRIPTION

**BEING** 12.95 ACRES OF LAND, MORE OR LESS, SITUATED IN THE NANCY BLAKEY SURVEY, ABSTRACT NO. 98, OUT OF THE REMAINDER OF A CALLED 30.00 ACRE TRACT CONVEYED TO ERHARD LEGACY PARTNERS, LTD., A TEXAS LIMITED PARTNERSHIP, RECORDED IN DOCUMENT NUMBER 201502919, OFFICIAL PUBLIC RECORDS OF BASTROP COUNTY, TEXAS (O.P.R.B.C.TX.) AND DESCRIBED AS 30.00 ACRES, IN VOLUME 640, PAGE 14, O.P.R.B.C.TX.; SAID 12.95 ACRE TRACT OF LAND BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS;

**BEGINNING** AT A CONCRETE MONUMENT (GRID NORTHING: 10,018,765.44 U.S. SURVEY FEET, GRID EASTING: 3,240,377.69 U.S. SURVEY FEET) ON THE SOUTH LINE OF A TRACT OF LAND OWNED BY LLOYD F. KETHA, DESCRIBED AS A 322.78 ACRE TRACT IN BASTROP COUNTY APPRAISAL DISTRICT RECORDS (NO RECORDING INFORMATION), FOR THE NORTHEAST CORNER OF THIS TRACT AND THE NORTHWEST CORNER OF LOT 8, THE SETTLEMENT ON THE COLORADO, A SUBDIVISION OF RECORD IN PLAT BOOK 2, PAGE 259-B, PLAT RECORDS OF BASTROP COUNTY, TEXAS (P.R.B.C.TX.);

**THENCE** SOUTH 03 DEGREES 53 MINUTES 00 SECONDS EAST, WITH THE EAST LINE OF THIS TRACT AND THE WEST LINE OF SAID SETTLEMENT ON THE COLORADO SUBDIVISION, A DISTANCE OF 997.77 FEET TO A CALCULATED POSITION FOR THE SOUTHWEST CORNER OF THIS TRACT;

**THENCE** WITH THE SOUTH LINE OF THIS TRACT AND OVER AND ACROSS THE REMAINDER OF SAID 30.00 ACRE TRACT THE FOLLOWING TWO (2) COURSES AND DISTANCES:

- 1) NORTH 89 DEGREES 56 MINUTES 58 SECONDS WEST, A DISTANCE OF 343.04 FEET TO A CALCULATED POSITION FOR AN ANGLE POINT, AND
- 2) SOUTH 88 DEGREES 02 MINUTES 12 SECONDS WEST, A DISTANCE OF 247.87 FEET TO A CALCULATED POSITION ON THE EAST LINE OF BURLESON CROSSING, A SUBDIVISION OF RECORD IN PLAT BOOK 5, PAGE 14A, P.R.B.C.TX., ALSO BEING THE EAST LINE OF EDWARD BURLESON ROAD, FOR THE SOUTHWEST CORNER OF THIS TRACT;

**THENCE** WITH THE WEST LINE OF THIS TRACT, THE EAST LINE OF SAID BURLESON CROSSING SUBDIVISION, AND THE EAST LINE OF SAID EDWARD BURLESON ROAD THE FOLLOWING THREE (3) COURSES AND DISTANCES:

- 1) NORTH 02 DEGREES 13 MINUTES 44 SECONDS WEST, A DISTANCE OF 884.40 FEET TO A 5/8-INCH IRON ROD WITH CAP STAMPED "LJA SURVEY" SET AT THE BEGINNING OF A CURVE TO THE RIGHT,
- 2) WITH SAID CURVE TO THE RIGHT, HAVING A RADIUS OF 25.00 FEET, AN ARC LENGTH OF 39.23 FEET, A CENTRAL ANGLE OF 89 DEGREES 54 MINUTES 31 SECONDS, AND A CHORD THAT BEARS NORTH 42 DEGREES 43 MINUTES 32 SECONDS EAST, A DISTANCE OF 35.33 FEET TO A 5/8-INCH IRON ROD WITH CAP STAMPED "LJA SURVEY" SET, AND
- 3) NORTH 02 DEGREES 15 MINUTES 29 SECONDS WEST, A DISTANCE OF 68.91 FEET TO A 5/8-INCH IRON ROD WITH CAP STAMPED "LJA SURVEY" SET ON THE SOUTH LINE OF SAID KETHA 322.78 ACRE TRACT, FOR THE COMMON NORTH CORNER OF THIS TRACT AND SAID BURLESON CROSSING SUBDIVISION;

**THENCE** NORTH 87 DEGREES 57 MINUTES 26 SECONDS EAST, WITH THE NORTH LINE OF THIS TRACT AND THE SOUTH LINE OF SAID KETHA 322.78 ACRE TRACT, A DISTANCE OF 537.08 FEET TO THE POINT OF BEGINNING AND CONTAINING 12.95 ACRES OF LAND, MORE OR LESS.

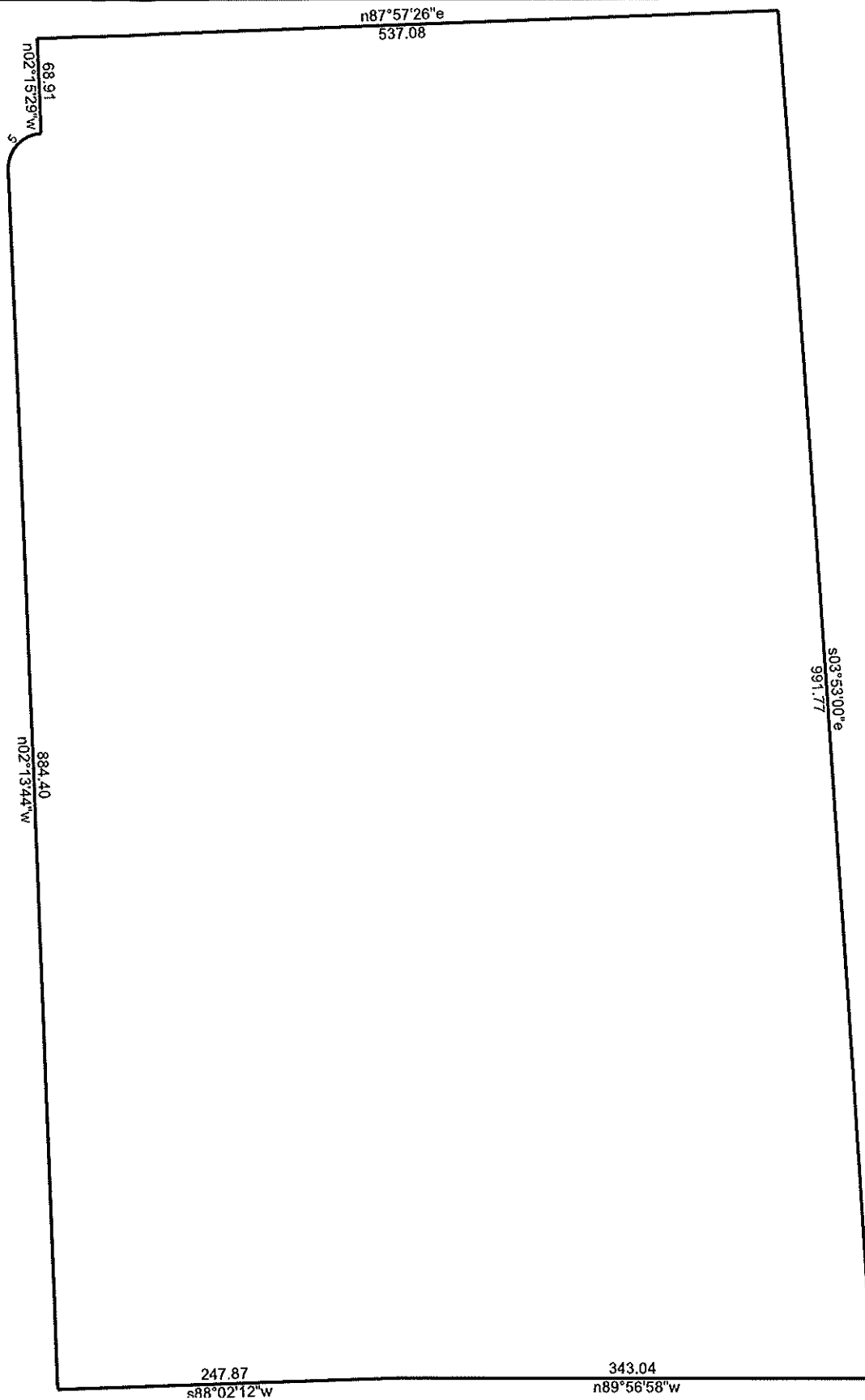
BEARING BASIS:

ALL BEARINGS SHOWN ARE BASED ON THE TEXAS STATE PLANE COORDINATE SYSTEM, GRID NORTH, CENTRAL ZONE (4203), NAD83. ALL DISTANCES SHOWN ARE SURFACE AND MAY BE CONVERTED TO GRID BY DIVIDING BY A SURFACE ADJUSTMENT FACTOR OF 0.99997. UNITS: U.S. SURVEY FEET.

*Matt Overall*

MATT OVERALL, RPLS # 6864  
LJA SURVEYING, INC.  
7500 RIALTO BLVD, BUILDING II, SUITE 100  
AUSTIN, TEXAS 78735  
TEXAS FIRM NO. 10194382  
DATE: 11/19/2021





7/16/2021

Scale: 1 inch= 113 feet

File: Mapcheck\_12.95AC.ndp

Tract 1: 12.9507 Acres, Closure: n00.0000e 0.00 ft. (1/999999), Perimeter=3112 ft.

01 s03.5300e 991.77

07 n87.5726e 537.08

02 n89.5658w 343.04

03 s88.0212w 247.87

04 n02.1344w 884.40

05 Rt, r=25.00, delta=089.5431, arc=39.23, chord=n42.4332e 35.33

06 n02.1529w 68.91



# STAFF REPORT

**MEETING DATE:** September 22, 2026

**TITLE:**

Conduct a public hearing, consider and act on the first reading of Ordinance No. 2026-38, amending the Municipal Service Plan for +/-56.620 acres of land out of the Nancy Blakey Survey, Abstract No. 98, being a portion of the Reserve tract out of the plat of the Lone Star Storage Subdivision, and also being a portion of that certain +/-74.974 acre tract described in instrument to PRC 01 Bastrop, LLC recorded in Document No. 202200112 of the Official Public Records of Bastrop County, Texas, located within the city limits of the City of Bastrop, Texas, east of FM 969, and north of State Highway 71, more commonly known as "Pearl River/Sendero", as shown in Exhibit "A"; and move to include on the October 13, 2026, Consent Agenda for a second reading.

**AGENDA ITEM SUBMITTED BY:**

Sylvia Carrillo-Trevino, ICMA-CM, CPM, City Manager

**BACKGROUND/HISTORY:**

Staff is amending the existing Municipal Service Plan to clarify the section titled Fire. The existing fire service was transferred from Bastrop County ESD #2 to the City of Bastrop Fire Department. Exhibit A is the amended Municipal Service Plan.

**RECOMMENDATION:**

Approve the first reading of Ordinance No. 2026-38 and move to include on the October 13, 2026, Consent Agenda for a second reading.

**ATTACHMENTS:**

1. Ordinance No. 2026-38
2. Exhibit A – Municipal Service Plan

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, AMENDING THE MUNICIPAL SERVICE PLAN FOR +/-56.620 ACRES OF LAND OUT OF THE NANCY BLAKEY SURVEY, ABSTRACT NO. 98, BEING A PORTION OF THE RESERVE TRACT OUT OF THE PLAT OF THE LONE STAR STORAGE SUBDIVISION, AND ALSO BEING A PORTION OF THAT CERTAIN +/-74.974 ACRE TRACT DESCRIBED IN INSTRUMENT TO PRC 01 BASTROP, LLC RECORDED IN DOCUMENT NO. 202200112 OF THE OFFICIAL PUBLIC RECORDS OF BASTROP COUNTY, TEXAS, LOCATED WITHIN THE CITY LIMITS OF THE CITY OF BASTROP, TEXAS, LOCATED EAST OF FM 969, AND NORTH OF STATE HIGHWAY 71, MORE COMMONLY KNOWN AS "PEARL RIVER/SENDERO"; AS SHOWN IN EXHIBIT A; PROVIDING FOR FINDINGS OF FACT, ADOPTION, REPEALER, SEVERABILITY, FILING AND ENFORCEMENT; ESTABLISHING AN EFFECTIVE DATE; AND PROPER NOTICE AND MEETING.**

**WHEREAS**, the City of Bastrop, Texas (City) is a Home-Rule City acting under its Charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Texas Local Government Code and applicable State of Texas statutory authority for the good governance of the City; and

**WHEREAS**, City Council has previously entered into a written agreement with the owners of land in the area for the provision of services in the area; and

**WHEREAS**, in accordance with Texas Local Government Code Chapter 43 Subchapter C-3, public notice was given, and a public hearing was held before the City Council regarding the requested annexation; and

**WHEREAS**, Texas Local Government Code Section 51.001 provides the City general authority to adopt an Ordinance or health and safety regulation that is for the good government, peace or order of the City and is necessary or proper for carrying out a power granted by law to the City; and

**WHEREAS**, the City of Bastrop deems it necessary to amend the Municipal Service Plan for the 56.620 acres of land known as Pearl River/Sendero to add further clarifications and definition to same; and

**WHEREAS**, after consideration of public input received at the hearing, and all relevant information presented, City Council finds it necessary and proper to enact this Ordinance.

**NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS THAT:**



**Section 1:** The foregoing recitals are incorporated into this Ordinance by reference as findings of fact as if expressly set forth herein.

**Section 2:** An amended service plan prepared in accordance with applicable provisions of state law pertaining to annexation is attached hereto as Exhibit "A" and incorporated herein for all intents and purposes. The owners and inhabitants of the area herein annexed are entitled to all of the rights and privileges of other citizens of the City and are hereby bound by all acts, ordinances and other legal actions now in full force and effect and those that may be hereafter adopted or enacted.

**Section 3:** All ordinances, resolutions, or parts thereof, that are in conflict or inconsistent with any provision of this Ordinance are hereby repealed to the extent of such conflict, and the provisions of this Ordinance shall be and remain controlling as to the matters regulated herein.

**Section 4:** If any provision of this Ordinance or the application thereof to any person or circumstance is held invalid, that invalidity or the unenforceability will not affect any other provisions or applications of this Ordinance that can be given effect without the invalid provision.

**Section 5:** The City shall have the power to administer and enforce the provisions of this Ordinance as may be required by governing law. Any person violating any provision of this ordinance is subject to suit for injunctive relief as well as prosecution for criminal violations, and such violation is hereby declared to be a nuisance. Nothing in this ordinance shall be construed as a waiver of the City's right to bring a civil action to enforce the provisions of this ordinance and to seek remedies as allowed by law and/or equity.

**Section 6:** This Ordinance shall be effective immediately upon passage and publication.

**Section 7:** It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public, and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Texas Government Code, Chapter 551.

**READ & APPROVED** on First Reading on this the 22<sup>nd</sup> day of September, 2026.

**READ & ADOPTED** on the Second Reading on this the 13<sup>th</sup> day of October, 2026.

[Signature Page to Follow]



**APPROVED:**

by: \_\_\_\_\_  
Ishmael Harris, Mayor

**ATTEST:**

\_\_\_\_\_  
Michael Muscarello, City Secretary

**APPROVED AS TO FORM:**

\_\_\_\_\_  
City Attorney  
Denton Navarro Rocha Bernal & Zech, P.C.



## Exhibit A

### CITY OF BASTROP AMENDED MUNICIPAL SERVICE PLAN

**FOR +/-56.620 ACRES IN THE A98 NANCY BLAKEY SURVEY, BEING A PORTION OF THE RESERVE TRACT OUT OF THE PLAT OF THE LONE STAR STORAGE SUBDIVISION, AND ALSO BEING A PORTION OF THAT CERTAIN +/-74.974 ACRE TRACT DESCRIBED IN INSTRUMENT TO PRC 01 BASTROP, LLC RECORDED IN DOCUMENT NO. 202200112 OF THE OFFICIAL PUBLIC RECORDS OF BASTROP COUNTY WITHIN THE CITY OF BASTROP MUNICIPAL LIMITS**

**Owner: PRC 01 BASTROP LLC  
Parcel Acreage +/-56.620 Acres**

The area identified in the survey (the "Property"), in the City of Bastrop, will be provided City services utilizing methods by which it extends services to any other equivalent area of the City.

#### **SERVICES PROVIDED BY THE EFFECTIVE DATE OF ANNEXATION**

**1. Police Protection**

The City of Bastrop, Texas and its Police Department will provide police protection to newly annexed areas at the same or similar level of service now being provided to other areas of the City with like topography, land use, and population density as those found within the newly annexed areas. The Police Department will have the responsibility to respond to all dispatched calls for service or assistance within the newly annexed areas.

**2. Fire Protection**

The City's Fire Department will provide emergency and fire protection services.

**3. Wastewater Facilities**

Wastewater services will be provided by the City to the newly annexed area at the same or similar level of service now being provided to other areas of the City, with like topography, land use and population density as those found within the newly annexed areas.

**4. Maintenance of Roads and Streets**

The City of Bastrop, Texas is aware of the existence of public roads, streets or alleyways located within the proposed areas of annexation. Private roads will remain under the ownership of the property owner.

## 5. **Other Services**

The City of Bastrop, Texas finds and determines that such services as planning, code enforcement, animal control, parks and recreation, court and general administration will be made available after the effective date of annexation at the same or similar level of service now being provided to other areas of the City with similar topography, land use, and density as those found within the newly annexed areas.

## **SERVICES PROVIDED AFTER THE EFFECTIVE DATE OF ANNEXATION**

### 1. **Solid Waste Collection**

The City does not directly provide municipal sanitation/solid waste collection and disposal services. However, the City has granted an exclusive franchise for these services to Texas Disposal Systems, which will be notified of all newly annexed parcels.

## **SPECIFIC FINDINGS**

The City of Bastrop, Texas, finds and determines that this proposed service plan will not provide any fewer services and will not provide a lower level of service in the areas being considered for annexation that were in existence in the proposed areas at the time immediately preceding the annexation process. Given the proposed annexation areas' topography, land utilization and population density, the service levels to be provided in the newly annexed areas will be equivalent to those provided to other areas of the City with similar characteristics.

## **TERM**

This plan shall be valid for a term of ten (10) years.

## **LEVEL OF SERVICE**

Nothing in this plan shall require the City to provide a uniform level of full municipal services to each area of the City, including the annexed areas, if different characteristics of topography, land use, and population density are considered a sufficient basis for providing different levels of service.

## **AMENDMENTS**

The plan shall not be amended unless public hearings are held in accordance with Chapter 43 of the Texas Local Government Code.

## **SEVERABILITY**

If any term or provision of this Plan is held to be illegal, invalid or unenforceable, the legality, validity or enforceability of the remaining terms or provisions of this Plan shall not be affected thereby, and in lieu of each such illegal, invalid or unenforceable term or provision, there shall be added automatically to this Plan a legal, valid or enforceable term or provision as similar as possible to the term or provision declared illegal, invalid, or unenforceable.

## **INTERPRETATION**

The Parties covenant and agree that in any litigation relating to this Agreement, the terms and conditions of the Agreement will be interpreted according to the laws of the State of Texas. The Parties acknowledge that they are of equal bargaining power and that each of them was represented by legal counsel in the negotiation and drafting of this Agreement.

## **GOVERNING LAW AND VENUE**

This Plan and all of the transactions contemplated herein shall be governed by and construed in accordance with the laws of the State of Texas. The provisions and obligations of this Plan are performable in Bastrop County, Texas such that exclusive venue for any action arising out of this Plan shall be in Bastrop County, Texas.

## **NO WAIVER**

The failure of either Party to insist upon the performance of any term or provision of this Plan or to exercise any right granted hereunder shall not constitute a waiver of that Party's right to insist upon appropriate performance or to assert any such right on any future occasion.

## **GOVERNMENTAL POWERS**

It is understood that by execution of this Plan, the City does not waive or surrender any of its governmental powers or immunities.

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This Plan may be executed in any number of counterparts, each of which shall be deemed an original and constitute one and the same instrument.

## **CAPTIONS**

The captions to the various clauses of this Plan are for informational purposes only and shall not alter the substance of the terms and conditions of this Plan.

**ENTIRE PLAN**

It is understood and agreed that this Plan contains the entire agreement between the Parties and supersedes any and all prior agreements, arrangements or understandings between the Parties relating to the subject matter, except as may be set forth in the Development Agreement. No oral understanding, statements, promises or inducements contrary to the terms of this Plan exist. This Plan cannot be changed or terminated or terminated orally.

Agreed to on this the \_\_\_\_\_ day of \_\_\_\_\_, 2026 by the following parties subject to acceptance by the City Council of the City of Bastrop.

Bastrop:

Property Owner:

\_\_\_\_\_  
Ismael Harris, Mayor

\_\_\_\_\_  
PRC 01 BASTROP LLC

## Survey

A METES AND BOUNDS  
DESCRIPTION OF A  
56.620 ACRE TRACT OF LAND

Item 9B.

BEING a 56.620 acre (2,466,385 square feet) tract of land situated in the Nancy Blakey Survey, Abstract 98, Bastrop County, Texas; and being a portion of a tract called "Reserve" on the plat of Lone Star Storage Subdivision, recorded in Cabinet 4, Page 163-A of the Official Public Records of Bastrop County, also being a portion of that certain 74.974 acre tract described in instrument to PRC 01 Bastrop, LLC, recorded in Document No. 202200112 of the Official Public Records of Bastrop County; and being more particularly described by metes and bounds as follows:

COMMENCING, at a "TXDOT" Concrete Monument found marking the southwest corner end of a cutback at the intersection northerly right-of-way line of State Highway 71 (300' right-of-way wide) and the easterly right-of-way line of Farm to Market Road 969 (80' right-of-way wide), and marking the southern-most southwest corner of the herein described tract;

THENCE, in a northwesterly direction along a said Farm to Market Road 969, the following four (4) courses and distances.

1. North 43°37'41" West, 370.98 feet to a "TXDOT" Concrete Monument found for corner;
2. in a northerly direction along a non-tangent curve to the right, having a radius of 2824.79 feet, a chord North 17°41'54" West, 146.68 feet, a central angle of 2°58'32", and an arc length of 146.69 feet to a POINT OF BEGINNING and southwest corner of the herein described tract;
3. in a northerly direction continuing along a tangent curve to the right, having a radius of 2824.79 feet, a chord North 08°36'51" West, 746.83 feet, a central angle of 15°11'33", and an arc length of 749.02 feet to a 1/2-inch iron rod with plastic cap stamped "KHA" set for corner;
4. North 02°26'48" West, 243.14 feet to a 1/2-inch iron rod with plastic cap stamped "KHA" set for corner;

THENCE, North 87°41'49" East, 2687.44 feet departing the westerly right-of-way line of said Farm to Market Road 969 and along the southerly line of Blakey Lane "North Road Segment II" recorded in Volume 1799, Page 356 of the Official Public Records of Bastrop County, to a 1/2-inch iron rod with plastic cap stamped "KHA" set marking the northwest end of a right-of-way cutback curve at the intersection with the westerly line of Duff Drive (60' wide right-of-way) recorded in Cabinet 5, Page 145A of the Amended Plat of Lots 1, 2, and 3, Block A, Burleson Crossing;

THENCE, along westerly line of said Duff Drive, the following five (5) courses and distances;

1. in a southeasterly direction along a non-tangent curve to the right, having a radius of 25.00 feet, a chord South 47°18'11" East, 35.36 feet, a central angle of 90°00'54", and an arc length of 39.28 feet to a 1/2-inch iron rod with plastic cap stamped "KHA" set for a point of curvature;
2. South 02°18'11" East, 211.62 feet to a 1/2-inch iron rod with plastic cap stamped "KHA" set for corner;
3. in a southerly direction along a tangent curve to the left, having a radius of 1030.00 feet, a chord of South 07°52'45" East, 200.16 feet, a central angle of 11°09'07", and an arc length of 200.48 feet to a 1/2-inch iron rod with plastic cap stamped "KHA" set for point of tangency;
4. South 13°27'19" East, 85.21 feet to a 1/2-inch iron rod with plastic cap stamped "KHA" set for a point of curvature;
5. in a southerly direction along a tangent curve to the right, having a radius of 970.00 feet, a chord of South 09°19'29" East, 139.73 feet, a central angle of 08°15'40", and an arc length of 139.86 feet to a 1/2-inch iron rod with plastic cap stamped "KHA" set for corner marking the northwest corner of Lot 1 of a said Lonestar Storage Subdivision;

THENCE, along the northwest boundary line of said Lot 1, the following two (2) courses and distances;

1. South 87°45'06" West, 663.82 feet to a 1/2-inch iron rod with plastic cap stamped "KHA" set for corner;
2. South 02°14'54" East, 330.32 feet to a point for corner;

THENCE, South 87°45'51" West, 2018.62 feet to the POINT OF BEGINNING, and containing 56.620 acres of land in Bastrop County, Texas. The basis of this description is the Texas State Plane Coordinate System, Central Zone (FIPS 4203) (NAD'83). All distances are on the Surface and shown in U.S. Survey Feet. The Combined Surface to Grid Scale Factor is 1.0000139976. This description was generated on 8/8/2022 at 5:40 PM, based on geometry in the drawing file K:\SNA\_Survey\069300300-PEARL RVR-BASTROP 75AC\DWG\Exhibits\56.620 AC - Pearl River Bastrop Core.dwg, in the office of Kimley-Horn and Associates in San Antonio, Texas.



JOHN G. MOSIER  
REGISTERED PROFESSIONAL  
LAND SURVEYOR NO. 6330  
601 NW LOOP 410, SUITE 350  
SAN ANTONIO, TEXAS 78216  
PH. 210-541-9166  
greg.mosier@kimley-horn.com

*John G. Mosier*  
8-9-22

EXHIBIT OF A  
56.620 ACRE  
NANCY BLAKEY SURVEY,  
ABSTRACT NO. 98  
BASTROP COUNTY, TEXAS

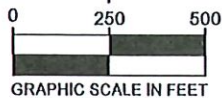
**Kimley»Horn**

10101 Reunion Place, Suite 400  
San Antonio, Texas 78216 FIRM # 10193973

Tel. No. (210) 541-9166  
www.kimley-horn.com

| Scale | Drawn by | Checked by | Date     | Project No. | Sheet No. |
|-------|----------|------------|----------|-------------|-----------|
| N/A   | DJG      | JGM        | 8/9/2022 | 069300300   | 1 OF 2    |





#### LEGEND:

P.O.C. = POINT OF COMMENCING  
P.O.B. = POINT OF BEGINNING  
IRSC = 1/2" IRON ROD W/ "KHA" CAP SET  
1/2" IRF = IRON ROD FOUND  
1/2" IRFC = IRON ROD FOUND (W/CAP STAMPED "\_\_\_\_")  
CMF = CONCRETE MONUMENT FOUND  
CAB. = CABINET NUMBER  
DOC. = CABINET NUMBER  
PG. = PAGE  
OPRBC = OFFICIAL PUBLIC RECORDS BASTROP COUNTY  
PRBC = DEED AND PLAT RECORDS BASTROP COUNTY

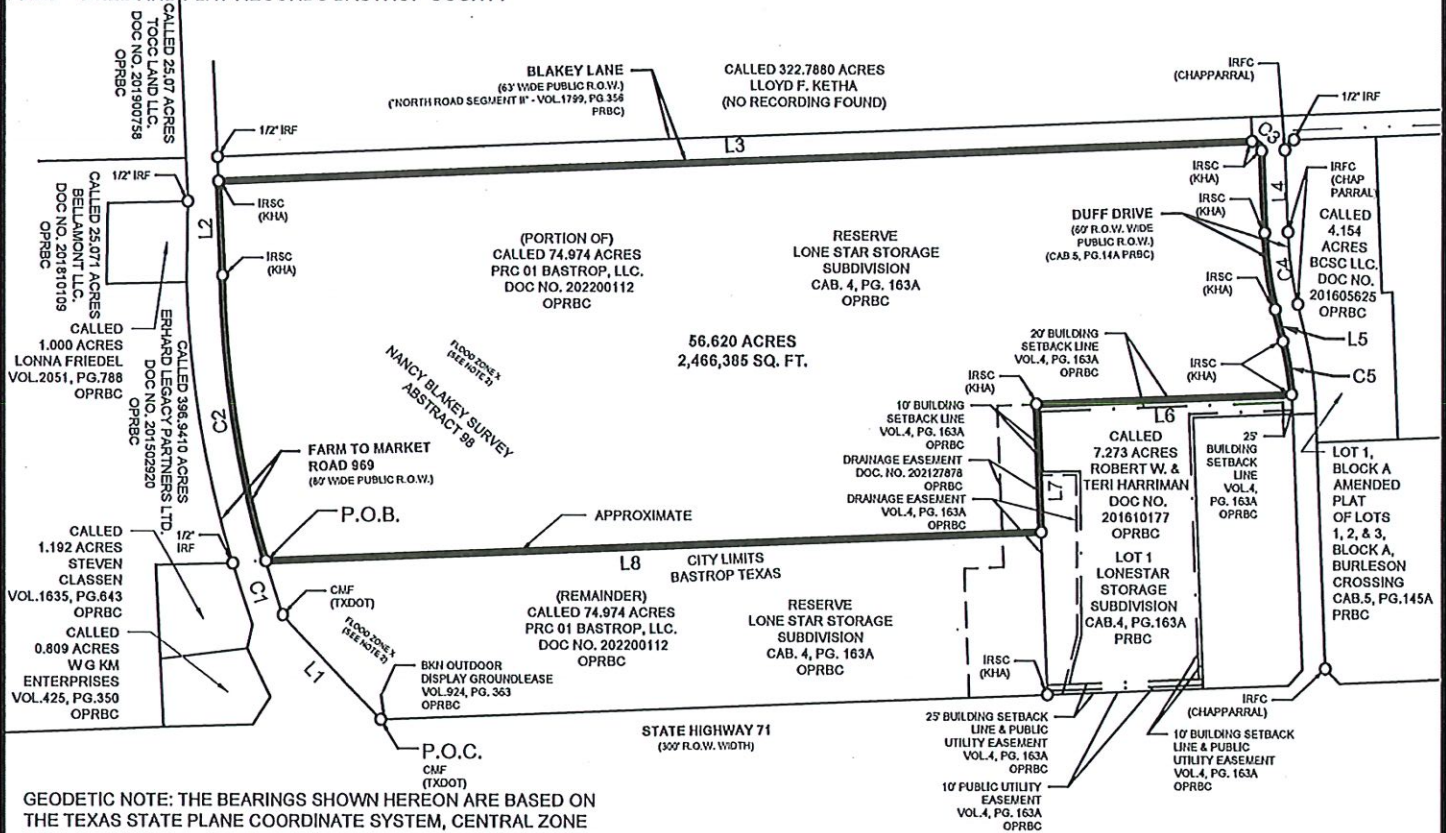
#### CURVE TABLE

| NO. | DELTA     | RADIUS   | LENGTH  | CHORD BEARING | CHORD   |
|-----|-----------|----------|---------|---------------|---------|
| C1  | 2°58'32"  | 2824.79' | 146.69' | N17°41'54"W   | 146.68' |
| C2  | 15°11'33" | 2824.79' | 749.02' | N08°36'51"W   | 746.83' |
| C3  | 90°00'54" | 25.00'   | 39.28'  | S47°18'11"E   | 35.36'  |
| C4  | 11°09'07" | 1030.00' | 200.48' | S07°52'45"E   | 200.16' |
| C5  | 8°15'40"  | 970.00'  | 139.86' | S09°19'29"E   | 139.73' |

#### LINE TABLE

Item 9B.

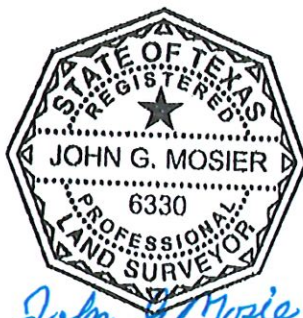
| NO. | BEARING     | LENGTH   |
|-----|-------------|----------|
| L1  | N43°37'41"W | 370.98'  |
| L2  | N02°26'48"W | 243.14'  |
| L3  | N87°41'49"E | 2687.44' |
| L4  | S02°18'11"E | 211.62'  |
| L5  | S13°27'19"E | 85.21'   |
| L6  | S87°45'06"W | 663.82'  |
| L7  | S02°14'54"E | 330.32'  |
| L8  | S87°45'51"W | 2018.62' |



GEODETIC NOTE: THE BEARINGS SHOWN HEREON ARE BASED ON THE TEXAS STATE PLANE COORDINATE SYSTEM, CENTRAL ZONE (FIPS 4203) (NAD'83), AS DETERMINED BY THE GLOBAL POSITIONING SYSTEM (GPS). ALL DISTANCES SHOWN HEREON ARE ON THE SURFACE. THE COMBINED GRID TO SURFACE SCALE FACTOR FOR THE PROJECT IS 1.0000139976. THE UNIT OF LINEAR MEASUREMENT IS U.S. SURVEY FEET.

CERTIFICATION: THIS IS A LEGAL DESCRIPTION BASED ON A FIELD SURVEY BY KIMLEY-HORN PERSONNEL. NO IMPROVEMENTS ARE SHOWN. ALL EXISTING EASEMENTS ARE NOT SHOWN. THIS IS NOT A LAND TITLE SURVEY. SEE THE SEPARATE LAND TITLE SURVEY UNDER JOB NUMBER 069300300 FOR ADDITIONAL INFORMATION.

JOHN G. MOSIER  
REGISTERED PROFESSIONAL  
LAND SURVEYOR NO. 6330  
601 NW LOOP 410, SUITE 350  
SAN ANTONIO, TEXAS 78216  
PH. 210-541-9166  
greg.mosier@kimley-horn.com



*John G. Mosier*  
8-9-22

**EXHIBIT OF A**  
**56.620 ACRE**  
**NANCY BLAKEY SURVEY,**  
**ABSTRACT NO. 98**  
**BASTROP COUNTY, TEXAS**

**Kimley»Horn**

10101 Reunion Place, Suite 400  
San Antonio, Texas 78216 FIRM # 10193973

Tel. No. (210) 541-9166  
www.kimley-horn.com

| Scale     | Drawn by | Checked by | Date     | Project No. | Sheet No. |
|-----------|----------|------------|----------|-------------|-----------|
| 1" = 500' | DJG      | JGM        | 8/9/2022 | 069300300   | 2 OF 2    |



# STAFF REPORT

**MEETING DATE:** September 22, 2026

**TITLE:**

Consider action to approve Resolution No. R-2026-132 of the City Council of the City of Bastrop, Texas, confirming annual board appointments of the Mayor, as required in Section 3.08 of the City's Charter, as outlined in Exhibit A; and establishing an effective date.

**AGENDA ITEM SUBMITTED BY:**

Submitted by: Michael Muscarello, TRMC, CMC, CPM, City Secretary

**BACKGROUND/HISTORY:**

Section 3.08, Mayor and Mayor Pro Tem, of the City Charter states that the Mayor shall appoint members to all City boards and commissions, subject to confirmation by the City Council.

**FISCAL IMPACT:**

N/A

**RECOMMENDATION:**

Recommend approval of Resolution No. R-2026-132 of the City Council of the City of Bastrop, Texas, confirming annual board appointments of the Mayor, as required in Section 3.08 of the City's Charter, as outlined in Exhibit A; and establishing an effective date.

**ATTACHMENTS:**

1. Proposed Resolution

**RESOLUTION NO. R-2026-132****RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS  
CONFIRMING ALL BOARD AND COMMISSION APPOINTMENTS OF THE  
MAYOR, AS REQUIRED IN SECTION 3.08 OF THE CITY'S CHARTER, AS  
ATTACHED IN EXHIBIT A; AND ESTABLISHING AN EFFECTIVE DATE.**

**WHEREAS**, Section 3.08, Mayor and Mayor Pro Tem, of the City Charter states that the Mayor shall appoint members to all City boards and commissions, subject to confirmation by the City Council; and

**WHEREAS**, Mayor Ishmael Harris has completed his review process of all applications to the City's boards and commissions and has made his appointments to each board and commission as attached in Exhibit A; and

**WHEREAS**, City Council must confirm these appointments as required by the City Charter.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS:**

**Section 1:** That Mayor Ishmael Harris appointed the following members to each Board and Commission of the City.

**Bastrop Economic Development Corporation (terms end 2028)**

|                      |                      |
|----------------------|----------------------|
| Place 2: Gary Blake  | <b>Reappointment</b> |
| Place 4: Rick Womble | <b>Reappointment</b> |
| Place 6: VACANT      | <b>Appointment</b>   |

**Bastrop Housing Authority (terms end 2028)**

|                             |                      |
|-----------------------------|----------------------|
| Place 2: Christina Campbell | <b>Reappointment</b> |
| Place 4: VACANT             | <b>Appointment</b>   |
| Place 4: Chase Anderson     | <b>Reappointment</b> |

**Fairview Cemetery Advisory Board (terms end 2029)**

|                           |                      |
|---------------------------|----------------------|
| Place 1: Robbie Sanders   | <b>Reappointment</b> |
| Place 2: Mary Williams    | <b>Reappointment</b> |
| Place 3: John Crawford    | <b>Appointment</b>   |
| Place 5: Kassidi Anderson | <b>Appointment</b>   |

**Historic Landmark Commission (terms end 2029)**

|                       |                      |
|-----------------------|----------------------|
| Place 2: Lisa Laky    | <b>Reappointment</b> |
| Place 4: Blake Kaiser | <b>Reappointment</b> |
| Place 7: VACANT       | <b>Appointment</b>   |

**Ethics Committee (Terms end 2029)**

|                           |                      |
|---------------------------|----------------------|
| Place 1: VACANT           | <b>Appointment</b>   |
| Place 2: Barbara Caldwell | <b>Reappointment</b> |
| Place 4: VACANT           | <b>Reappointment</b> |

**Library Board (terms end 2029)**

Place 1: Rick Kelleson  
Place 4: Nancy Wood  
Place 6: Kassidi Anderson

**Appointment**  
**Reappointment**  
**Appointment**

**Main Street Advisory Board (terms end 2028)**

Place 4: Rachel Hatch  
Place 5: Kari Sneed  
Place 8: VACANT

**Appointment**  
**Appointment**  
**Appointment**

**Parks Board (terms end 2029)**

Place 2: Jim Beggs  
Place 3: Deborah Jones  
Place 5: Gail Sheenan  
Place 6: Margaret Robinson

**Reappointment**  
**Reappointment**  
**Reappointment**  
**Reappointment**

**Planning & Zoning Commission**

**Place 5:** VACANT  
**Place 6:** Patrice Parsons  
**Place 7:** VACANT  
**Place 8:** Kristi Koch  
**Place 9:** Jeff Partida

**Appointment**  
**Reappointment**  
**Appointment**  
**Appointment**  
**Appointment**

**Section 2:** That the City Council of the City of Bastrop confirms Mayor Harris' appointments to all of the City's boards and commissions as outlined in Exhibit A.

**Section 3:** That this Resolution shall take effect immediately upon its passage, and it is so resolved.

**DULY RESOLVED AND ADOPTED** by the City Council of the City of Bastrop this the 22<sup>nd</sup> day of September, 2026.

APPROVED:

by: \_\_\_\_\_  
Ishmael Harris, Mayor

ATTEST:

\_\_\_\_\_  
Michael Muscarello, TRMC, CMC, CPM  
City Secretary

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney  
Denton Navarro Rocha Bernal & Zech, P.C.







# STAFF REPORT

**MEETING DATE:** September 22, 2026

**TITLE:**

Consider and act on Resolution No. R-2026-138 regarding the termination of the City's agreement with Community Lawn LLC and authorization for interim mowing services for City parkland and the Senior Center through December 31, 2026.

**AGENDA ITEM SUBMITTED BY:**

Submitted by: Jesslyna Olivares, Parks and Recreation Manager

**BACKGROUND/HISTORY:**

Since approximately April/May 2026, the Parks and Recreation Department has experienced ongoing issues with Community Lawn LLC's performance under its mowing services agreement. Concerns included missed or cancelled mowing services, incomplete work, inconsistent quality, and inadequate communication regarding scheduling and service issues.

Beginning in late June and early July, City staff held multiple meetings and maintained frequent communication with Community Lawn LLC to address these concerns and communicate the City's expectations for improvement. The City also received complaints regarding the quality and completeness of mowing services.

In August, additional missed and incomplete services were identified, including during the week of August 17–21 when staff conducted site checks after receiving complaints and found that some work reported as completed had not been performed. Following continued performance issues after an August 26 meeting with the contractor, the City provided written notice of termination on September 3, 2026, effective September 11, 2026.

The City is seeking interim mowing services for City parkland and the Senior Center through the remainder of calendar year 2026 while a longer-term service arrangement is evaluated.

**FISCAL IMPACT:**

Varies

**RECOMMENDATION:**

Staff recommends approval of Resolution No. R-2026-138 regarding the termination of the City's agreement with Community Lawn LLC and authorization for interim mowing services for City parkland and the Senior Center through December 31, 2026.

**ATTACHMENTS:**

1. Proposed Resolution

2. Quotes
3. Contract Termination Letter

**RESOLUTION NO. R-2026-138**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, ACKNOWLEDGING THE TERMINATION OF THE CITY'S AGREEMENT WITH COMMUNITY LAWN LLC; AUTHORIZING PAYMENT OF FINAL SERVICES PROPERLY RENDERED; AUTHORIZING INTERIM MOWING SERVICES FOR CITY PARKLAND AND THE SENIOR CENTER THROUGH DECEMBER 31, 2026; AUTHORIZING THE CITY MANAGER TO EXECUTE NECESSARY PROCUREMENT AND CONTRACT DOCUMENTS; AND PROVIDING FOR RELATED MATTERS.**

**WHEREAS**, the City of Bastrop, Texas (the "City"), previously entered into an agreement with Community Lawn LLC for mowing and related landscaping services for designated City properties; and

**WHEREAS**, beginning in approximately April/May 2026, the City's Parks and Recreation Department experienced recurring concerns regarding the contractor's adherence to the agreed-upon mowing schedule, the quality and completeness of services, and communication regarding missed, cancelled, or incomplete work; and

**WHEREAS**, City staff communicated with Community Lawn LLC on numerous occasions, including meetings and frequent communications during June, July, and August 2026, to address concerns regarding the performance of the services and to communicate the City's expectations for improvement; and

**WHEREAS**, despite those efforts, additional instances of missed and incomplete mowing services occurred, including during the week of August 17–21, 2026, when City staff conducted site inspections after receiving complaints and concerns regarding work reported as completed; and

**WHEREAS**, following continued evaluation of the contractor's performance, the City provided written notice of termination to Community Lawn LLC by email and mail on September 3, 2026, with termination effective September 11, 2026; and

**WHEREAS**, the City desires to maintain adequate mowing services at City parkland and the Senior Center while the City evaluates and pursues an appropriate longer-term procurement and contracting process; and

**WHEREAS**, Parks and Recreation staff have solicited quotes from alternative service providers for interim mowing services through the remainder of calendar year 2026, including Pro-Cut Lawn and Fence, Scoop Pros, Texas LLC, and Top Notch Lawn Care; and

**WHEREAS**, the City Council finds that maintaining appropriate mowing and grounds maintenance services at City facilities is necessary to support the safe, clean, and functional use of City property by residents, visitors, and City staff.



**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS:**

**Section 1.** The City Council hereby acknowledges and accepts the termination of the City's agreement with Community Lawn LLC, effective September 11, 2026.

**Section 2.** The City Manager, or her designee, is authorized to process and pay Community Lawn LLC's final invoice for services properly rendered prior to the effective date of termination, in an amount not to exceed **\$8,885.00**, subject to verification of services performed, compliance with the agreement, and all applicable City financial and purchasing procedures.

**Section 3.** The City Council hereby authorizes the procurement of interim mowing services for City parkland and the Senior Center through December 31, 2026, subject to available appropriations and compliance with the City's Purchasing Policy.

**Section 4.** The City Manager, or her designee, is authorized to select an appropriate vendor for the interim services based upon the quotes received, scope of services, pricing, vendor qualifications, availability, and other applicable procurement considerations, consistent with the City's Purchasing Policy.

**Section 5.** The City Manager, or her designee, is further authorized to execute any necessary purchase orders, service agreements, or related documents necessary to obtain the interim mowing services authorized by this Resolution, provided that such actions remain within the City's adopted budget and applicable purchasing authority.

**Section 6.** The City Manager, or her designee, is authorized to take all actions necessary to implement this Resolution.

**Section 7.** This Resolution shall take effect immediately upon its passage and approval.

DULY RESOLVED AND ADOPTED by the City Council of the City of Bastrop, Texas, on this 22<sup>nd</sup> day of September 2026.

**(Signature page to follow)**

**APPROVED:**

**by: \_\_\_\_\_**  
**Ishmael Harris, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Michael Muscarello, TRMC, CMC, CPM**  
**City Secretary**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
**City Attorney**  
**Denton Navarro Rocha Bernal & Zech, P.C.**



# SCOOP PROS, TEXAS LLC

*Professional Pet Waste Removal & Grounds Maintenance*

Owner: Christopher Silva

Email: scooppros@yahoo.com

Contact Information: 737-348-4940

Address: 720 Annika Way, Bastrop, TX

September 7, 2026

**Jesslyna Olivares, CPRP**

Parks & Recreation Manager

City of Bastrop, TX

Submitted via email thread — Park Maintenance Assistance

## Proposal: Month-to-Month Parks & Grounds Maintenance Services

Scoop Pros, Texas LLC is pleased to submit the following month-to-month proposal for mowing, weed-eating, trimming, and pre-mow trash/debris removal across the City of Bastrop properties listed below, in response to your request of this season. This proposal addresses all eleven (11) sites identified in your outreach, serviced on a bi-weekly (twice-monthly) basis.

### Scope of Work

- Mowing of all turf areas at each listed property
- String-trimming and edging along fence lines, structures, curbs, trees, and obstacles
- Weed-eating of areas inaccessible to mowing equipment
- Trash and debris removal/pickup performed prior to mowing at every visit, so no debris is discharged by mowing equipment
- General litter pickup across common areas during each service visit
- Pet-waste-safe deodorizing treatment applied at Bark Park as part of routine service, consistent with Scoop Pros' existing pet-waste sanitation protocols
- Clean, blown-off hardscape (sidewalks, courts, parking areas) after each mow

### Insurance & Compliance

Scoop Pros, Texas LLC carries commercial general liability insurance in an amount consistent with the City of Bastrop's vendor requirements for grounds maintenance contractors. A current certificate of insurance naming the City of Bastrop as certificate holder (and additional insured, if required) will be provided prior to the start of service, along with a completed W-9.

### Service Frequency & Term

All properties serviced bi-weekly (two visits per month), month-to-month, with no long-term contract commitment. Service may be paused or adjusted seasonally by mutual agreement (e.g., reduced frequency in winter dormancy).

### Termination Clause

- If the City of Bastrop is dissatisfied with the quality of work performed or the pricing agreed upon under this proposal, the City may terminate this agreement by providing Scoop Pros, Texas LLC with ninety (90) days' written notice.
- If Scoop Pros, Texas LLC needs to terminate this agreement for any reason, Scoop Pros will likewise provide the City of Bastrop with ninety (90) days' written notice.
- Service and billing continue as agreed throughout the 90-day notice period unless both parties agree in writing to an earlier end date.

### Itemized Pricing by Site

| Site                                       | Address                | Acres | Mow / Trim / Weed-Eat | Trash Removal | Per Visit Total | Monthly (2 visits) |
|--------------------------------------------|------------------------|-------|-----------------------|---------------|-----------------|--------------------|
| Bark Park                                  | 101 Grady Tuck Ln.     | 1.91  | \$229.20              | \$20.00       | <b>\$249.20</b> | <b>\$498.40</b>    |
| Ferry Park                                 | 502 Water St.          | 0.50  | \$85.00               | \$15.00       | <b>\$100.00</b> | <b>\$200.00</b>    |
| Fireman's Park                             | 600 Hill St.           | 2.54  | \$220.98              | \$28.00       | <b>\$248.98</b> | <b>\$497.96</b>    |
| Jewell Hodges Park / Bastrop Senior Center | 1200 Linden St.        | 1.00  | \$120.00              | \$20.00       | <b>\$140.00</b> | <b>\$280.00</b>    |
| Kerr Community Park                        | 1308 Walnut St.        | 1.39  | \$166.80              | \$20.00       | <b>\$186.80</b> | <b>\$373.60</b>    |
| Bastrop Public Library Grounds *           | 1100 Church St.        | 1.00  | \$120.00              | \$20.00       | <b>\$140.00</b> | <b>\$280.00</b>    |
| Little League Fields (Exterior Only) *     | 2200 Hill St.          | 3.00  | \$261.00              | \$28.00       | <b>\$289.00</b> | <b>\$578.00</b>    |
| Mayfest Park (maintained turf area) *      | 25 American Legion Dr. | 8.00  | \$504.00              | \$40.00       | <b>\$544.00</b> | <b>\$1,088.00</b>  |
| Police Department Lot *                    | 117 Old Austin Hwy.    | 0.75  | \$90.00               | \$15.00       | <b>\$105.00</b> | <b>\$210.00</b>    |
| Police Department Grounds *                | 104 Grady Tuck Ln.     | 1.00  | \$120.00              | \$20.00       | <b>\$140.00</b> | <b>\$280.00</b>    |
| City Utilities Office *                    | 1106 Church Street     | 0.50  | \$85.00               | \$15.00       | <b>\$100.00</b> | <b>\$200.00</b>    |

\* Acreage marked with an asterisk is estimated from available public records and aerial measurement, pending a confirming site walk with City staff prior to final contract execution. All other acreages are sourced from City of Bastrop park records.

## Additional Services

In addition to routine grounds maintenance, Scoop Pros, Texas LLC provides dedicated pet waste removal service at Bark Park, performed on the same bi-weekly schedule as mowing. This is a distinct, specialized service from the general trash/litter removal included above, and is billed separately as follows:

| Additional Service                             | Address            | Per Visit      | Monthly (2 visits) |
|------------------------------------------------|--------------------|----------------|--------------------|
| Bark Park — Pet Waste Removal (add-on service) | 101 Grady Tuck Ln. | <b>\$90.00</b> | <b>\$180.00</b>    |

## Monthly & Annual Summary

|                                                                                  |                    |
|----------------------------------------------------------------------------------|--------------------|
| Monthly Service Subtotal (11 sites + Bark Park pet waste add-on, 2 visits/month) | \$4,665.96         |
| Overhead (18%)                                                                   | \$839.87           |
| <b>Monthly Total (pre-tax)</b>                                                   | <b>\$5,505.83</b>  |
| Sales Tax (8.25%, if applicable)                                                 | \$454.23           |
| <b>Monthly Total (if not tax-exempt)</b>                                         | <b>\$5,960.06</b>  |
| Annual Total (pre-tax, 12 months)                                                | \$66,069.96        |
| <b>Annual Total (if not tax-exempt)</b>                                          | <b>\$71,520.72</b> |

Note: The City of Bastrop, as a governmental entity, is typically exempt from Texas sales and use tax when a valid exemption certificate (Form 01-339) is provided. The 8.25% tax line above is included only in the event the City is unable to furnish an exemption certificate; if exempt, the Monthly Total (pre-tax) of \$5,505.83 applies.

## Competitive Pricing Basis

Pricing above was built from the ground up — labor hours, equipment/fuel, and route logistics per site — then benchmarked against 2026 published commercial mowing rate data for Texas (typically \$50–\$150/acre per visit for

properties under 5 acres, and \$25–\$100/acre for larger sites). Our rates are set roughly 2–3% below the midpoint of prevailing local commercial mowing rates for comparably scoped, full-service work, reflecting route efficiency gained by servicing all eleven City sites together.

*Because this bid is not benchmarked against a specific competitor's confidential quote, we recommend the City compare this itemized breakdown directly against any other bids received — our per-site, per-task transparency is intended to make that comparison straightforward.*

## Assumptions & Items to Confirm Before Contract Execution

- Exact turf/mowable acreage at Mayfest Park (25 American Legion Dr.) — pricing above assumes ~8 acres of maintained turf out of the ~26.74-acre parcel, excluding arena dirt, gravel, and non-turf areas. This is the single largest pricing variable and should be confirmed by a joint site walk.
- Acreage at Bastrop Public Library Grounds, Little League Fields (exterior only), Police Department Lot, Police Department Grounds, and City Utilities Office is estimated pending confirmation — final pricing for these five sites may adjust modestly once exact boundaries are verified.
- Little League Fields scope is limited to the exterior perimeter only, per the City's request — infields and playing surfaces are excluded.
- Trash/debris removal is limited to surface litter and does not include bagged household trash, illegal dumping, or bulk item removal.

## Acceptance

If this proposal meets the City's needs, please confirm in writing and Scoop Pros, Texas LLC will begin service within 5 business days of a confirmed start date. We're glad to walk any or all sites with City staff before final sign-off to confirm scope and acreage.

\_\_\_\_\_  
**Christopher Silva, Scoop Pros, Texas LLC**

Date: \_\_\_\_\_

## Exclusions

This proposal covers only the sites and services itemized above. Any work requested outside this scope — including, but not limited to, storm/debris cleanup, tree or limb removal, irrigation repair, fence or structure repair, additional sites not listed, extra visits beyond the bi-weekly schedule, or any other service not explicitly itemized in this proposal — is not included in the pricing above and will be billed separately on a time-and-materials basis at Scoop Pros' then-current rates, upon written approval from the City prior to performing the work.



# Pro-Cut Lawn & Fence

235 Smith Rd  
Bastrop, Texas 78602  
Phone # 512-227-5243

## Proposal

### Customer

Name City of Bastrop  
Address \_\_\_\_\_  
City Bastrop State Tx ZIP 78602

Date 9/9/2026  
Month No. September

| Qty | Description                                                | Per Month |
|-----|------------------------------------------------------------|-----------|
|     | Bi-weekly mowing of 101 Grady Tuck Ln ( Bark Park )        | 850.00    |
|     | Bi-weekly mowing of 502 Water St. ( Ferry Park )           | 600.00    |
|     | Bi-weekly mowing of 600 Hill St. ( Firemans Park )         | 1,200.00  |
|     | Bi-weekly mowing of 1200 Linden St. ( Jewell Hodges Park ) | 1,000.00  |
|     | Bi-weekly mowing of 1308 Walnut St. ( Kerr Park )          | 1,000.00  |
|     | Bi-weekly mowing of 1100 Church St. ( Library )            | 1,400.00  |
|     | Bi-weekly mowing of 2200 Hill St. ( Little League Field )  | 2,600.00  |
|     | Bi-weekly mowing of 25 american Legion ( Mayfest Park )    | 2,400.00  |
|     | Bi-weekly mowing of 117 Old Austin Hwy ( Police Lot )      | 600.00    |
|     | Bi-weekly mowing of 104 Grady Tuck Ln ( Police Dept. )     | 1,200.00  |
|     | Bi-weekly mowing of 1106 Church St. ( Utilities Office )   | 400.00    |



September 4, 2026

Community Lawns, LLC  
Attn: Sean Neighbours  
193 Stephen F. Austin  
Bastrop, Texas 78602

*Via USPS First Class &  
email: bastroplawn@gmail.com*

*Re: Notice of Termination for Multiple Services Agreements Between the City of Bastrop, Texas ("City") and Community Lawns, LLC for 1) Mowing Highway 71 and Public Right of Ways; and 2) Mowing Parks and Facilities – Effective at the End of Business on September 11, 2026*

Dear Mr. Neighbours:

As you are aware, the City of Bastrop, Texas ("City") is currently in multiple contracts with Community Lawns, LLC to provide the above-described services ("Contracts"). The City Manager has decided and is authorized to make changes in this category of services, including the present Contracts. Please note that the Contracts, pursuant to Section II(D)(2), specifically allows for the City Manager to terminate the agreements as follows:

**Termination.** The City Manager may terminate this Contract during its term at any time for any reason by giving written notice to the Contractor not less than five (5) business days prior to the termination date, but the City will pay the Contractor for all Services rendered in compliance with this Contract up to the date of termination.

Please also note that the City is only obligated to pay for goods and services rendered and received, and the City may "withhold payment, or any part thereof, of any of invoice presented by Contractor until resolution providing reasonable verification of the correctness thereof." See Services Agreement Sec. II(B). This letter also serves as notice that incomplete or improper work will not be paid.

Therefore, the purpose of this letter is to give you notice that City elects to terminate the Contracts between the parties at the conclusion of five (5) business days—effective September 11, 2026.





Your prompt attention, cooperation, and assistance is greatly appreciated in this regard.

Sincerely,

  
Sylvia Carrillo (Sep 3, 2026 15:21:18 CDT)

Sylvia Carrillo  
*City Manager*

# Termination Letter for Community Lawns - 9.2026

Final Audit Report

2026-09-03

|                 |                                             |
|-----------------|---------------------------------------------|
| Created:        | 2026-09-03                                  |
| By:             | Sandy Holder (sholder@cityofbastrop.org)    |
| Status:         | Signed                                      |
| Transaction ID: | CBJCHBCAABAaA-4jXj7cnHWDktR8xZphcFeSos13gJX |

## "Termination Letter for Community Lawns - 9.2026" History

-  Document created by Sandy Holder (sholder@cityofbastrop.org)  
2026-09-03 - 8:01:42 PM GMT
-  Document emailed to Sylvia Carrillo (scarrillo@cityofbastrop.org) for signature  
2026-09-03 - 8:01:47 PM GMT
-  Email viewed by Sylvia Carrillo (scarrillo@cityofbastrop.org)  
2026-09-03 - 8:01:57 PM GMT
-  Document e-signed by Sylvia Carrillo (scarrillo@cityofbastrop.org)  
Signature Date: 2026-09-03 - 8:21:18 PM GMT - Time Source: server - Signature Appearance Selected: DRAW
-  Agreement completed.  
2026-09-03 - 8:21:18 PM GMT

**RESOLUTION NO. R-2026-136**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, RESCINDING PRIOR DETERMINATIONS DENYING VESTED RIGHTS FOR THE NORTH END PRAIRIE PROJECT; RECOGNIZING THE PROJECT'S VESTED RIGHTS UNDER CHAPTER 245, TEXAS LOCAL GOVERNMENT CODE; APPROVING AND CONFIRMING THE CITY MANAGER'S LETTER TO THE APPLICANT; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, Pecan Street Bastrop, LLC (the "Applicant") is developing the North End Prairie project, City Project No. 24-000234, consisting of approximately 4.2 acres in Farm Lot 13 East of Main Street, between Pecan and Hill Streets, in the City of Bastrop (the "Project"); and

**WHEREAS**, the Applicant filed a New Residential Project application for the Project on August 8, 2022, which the City approved on March 10, 2023; and

**WHEREAS**, Chapter 245, Texas Local Government Code, provides that each regulatory agency shall consider an application for a permit solely on the basis of the orders, regulations, ordinances, rules, expiration dates, and other properly adopted requirements in effect at the time the original application for the first permit in a series of permits is filed; and

**WHEREAS**, the Applicant requested a determination of vested rights on March 5, 2025, which was denied by the Grandfathering Review Committee on March 28, 2025, denied in part by the City Manager by letter dated July 23, 2025, and denied on appeal by the City Council on August 19, 2025 (collectively, the "Prior Determinations"); and

**WHEREAS**, the Applicant filed suit against the City on October 1, 2025, styled *Pecan Street Bastrop, LLC v. City of Bastrop*, Cause No. 465-1123, in the 465th Judicial District Court, Bastrop County, Texas (the "Litigation"), challenging the application of the ordinances and regulations identified in Plaintiff's Second Amended Petition to the Project; and

**WHEREAS**, the Court in that matter made an interlocutory ruling granting a partial summary judgment as to some of the allegations concerning vested rights, which ruling resulted in review and re-evaluation of issues presented in the litigation as well as development options and the objectives of both parties;

**WHEREAS**, following consultation with the City Attorney regarding the Litigation, and upon further review of the Project's application history and the requirements of Chapter 245, the City Council has determined that the Project is entitled to review under the requirements in effect on August 8, 2022, and that the Prior Determinations should be rescinded and withdrawn; and

**WHEREAS**, the City Manager, as the chief administrative officer of the City and in the exercise of the City's duties as a regulatory agency under Chapter 245, issued a letter to the Applicant dated August 10, 2026 (the "Letter") withdrawing the Prior Determinations and confirming the Project's vested rights; and

**WHEREAS**, the City Council finds that the Letter was within the City Manager's authority when issued, and desires, without conceding that City Council approval is required for the Letter to be effective, to approve and confirm the Letter and to take the actions set out below directly and independently;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS:**

**Section 1. Findings.** The recitals set forth above are true and correct and are incorporated into this Resolution as findings of the City Council.

**Section 2. Rescission.** The Prior Determinations are rescinded and withdrawn in their entirety and are of no further force or effect, including the City Council's determination of August 19, 2025 denying the Applicant's appeal.

**Section 3. Vested Rights Determination.** The City Council determines that the Project vested on August 8, 2022, and that each regulatory agency of the City shall review, process, and act upon applications for permits for the Project solely on the basis of the orders, regulations, ordinances, rules, expiration dates, and other properly adopted requirements in effect on that date. The City Council further determines that the following ordinances do not apply to the Project: Ordinance Nos. 2024-50, 2025-02, 2025-04, 2025-10, 2025-11, 2025-19, 2025-21, 2025-22, 2025-23, 2025-24, 2025-25, 2025-26, and 2025-28. The City Council further determines that the B3 Code and Zoning Districts existing on August 8, 2022 will be applied to the Project. The City Council further determines that Ordinance No. 2026-06 and Ordinance No. 2026-07 do not apply to the Project, and that the repeal of the B3 Code by Ordinance No. 2026-06 does not affect the Project's entitlement to review under the B3 Code and B3 Technical Manual as they existed on August 8, 2022. The City Council further confirms the rights, waivers, and approvals granted by Warrant Determination No. 22-00240, issued September 16, 2022, as to Section 7.1002(f) of the B3 Code, and determines that they remain in full force and effect.

**Section 4. Approval of the Letter.** The Letter is approved and confirmed in all respects and, to the extent any City Council action is necessary for the Letter to be effective, the Letter and the City Manager's issuance of it are ratified. A copy of the Letter is attached as Exhibit A and incorporated by reference.

**Section 5. Direction to Staff.** The City Manager is directed to cause all City departments, boards, commissions, and staff to process applications for the Project in accordance with Sections 3 and 4 of this Resolution.

**Section 6. Authorization.** The City Manager and the City Attorney are authorized to take all actions necessary or convenient to implement this Resolution, including filing this Resolution in the Litigation.

**Section 7. No Reservation.** The City does not reserve, and expressly disclaims, any authority to reapply the ordinances and regulations identified in Section 3 to the Project or to reinstate any of the Prior Determinations. The City Council determines that the Project's entitlement to review under the orders, regulations, ordinances, rules, expiration dates, and other

properly adopted requirements in effect on August 8, 2022 is not conditional and is not subject to reconsideration by the City.

**Section 8. Open Meeting.** It is officially found, determined, and declared that the meeting at which this Resolution was adopted was open to the public, and that public notice of the time, place, and subject matter of the public business to be considered was given, all as required by Chapter 551, Texas Government Code.

**Section 9. Effective Date.** This Resolution takes effect immediately upon adoption.

PASSED AND APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

\_\_\_\_\_  
Ishmael Harris, Mayor

ATTEST:

\_\_\_\_\_  
Michael Muscarello, City Secretary

APPROVED AS TO FORM:

\_\_\_\_\_  
Charles E. Zech, City Attorney

August 10, 2026

**VIA EMAIL:** jeff.henry@sprouselaw.com; terry.irion@sprouselaw.com

Jeffrey G. Henry  
Terrence L. Irion  
Sprouse Shrader Smith PLLC  
13215 Bee Cave Parkway, Suite A-230  
Austin, Texas 78738

**Re: Cause No. 465-1123; Pecan Street Bastrop, LLC v. City of Bastrop; in the 465th Judicial District Court of Bastrop County, Texas, Withdrawal of Prior Vested Rights Determinations and Approval of Grandfathered Development Status in Full; North End Prairie Project; City Project No. 24-000234, Property ID 126740**

Dear Mr. Henry and Mr. Irion:

I write on behalf of the City of Bastrop (the “City”) concerning the North End Prairie project (the “Project”) of Pecan Street Bastrop LLC and Austin Habitat for Humanity, Inc. (collectively, the “Owners”), the request for grandfathered development status the Owners submitted March 5, 2025 under Section 1.20.010 of the Bastrop Code of Ordinances and Chapter 245 of the Texas Local Government Code, and the above-referenced litigation.

On May 1, 2026, the Court signed a Partial Summary Judgment declaring, under Section 245.006 of the Texas Local Government Code, that Ordinance No. 2025-02 is not exempt from Chapter 245 under Section 245.004(9). The City has since re-examined every one of the ordinances identified in Paragraph 29 of Plaintiff’s Original Petition, together with the Owners’ March 5, 2025 submittal, the Grandfathering Committee’s determination dated March 28, 2025, your letter dated June 23, 2025, and the summary judgment record. That review has persuaded the City that its position as to the remaining ordinances cannot be sustained. The City is committed to applying Chapter 245 accurately and, where it has not done so, to correcting the record promptly rather than continuing to defend the error at the expense of the Owners and of the City’s taxpayers.

Accordingly, I withdraw the City’s prior determinations and approve the Owners’ request for grandfathered development status in full, as set out below. This letter supersedes in its entirety my prior determination communicated to you by e-mail dated July 11, 2025 and by letter from the City Attorney dated July 23, 2025, and it supersedes any earlier draft or correspondence on this subject.

**1. Withdrawal and Rescission of the Prior Determinations.**

The following determinations are withdrawn and rescinded:

- (a) The determination of the Grandfathering Review Committee dated March 28, 2025, is withdrawn and rescinded in its entirety, including the qualifying comment that accessory dwelling units must meet parking and impervious cover ratios.

- (b) The Committee's failure to render a decision on the Owners' April 15, 2025 request for reconsideration, and any denial deemed to arise from that failure under the City's Development Status Ordinance, is of no further force or effect.
- (c) The determination of the City Manager communicated by e-mail dated July 11, 2025 and by letter from the City Attorney dated July 23, 2025 is withdrawn and rescinded in its entirety, including the portion affirming the denial of vested rights as to parking and lot coverage and the portion that left the Owners' request unanswered as to accessory dwelling units and the remaining ordinances.
- (d) The City Council has authorized my action.

None of the foregoing determinations has any further force or effect, and none may be relied upon by the City, or its designated agents<sup>1</sup>, in the review of the pending Preliminary Plat Application or of any other application in the series of permits for the Project.

## 2. Project, Permits, and Vesting Date.

The City confirms the following:

- (a) The Project is a "project" within the meaning of Section 245.001(3), Texas Local Government Code, consisting of the development of a subdivision for a mix of residential uses including single-family, duplex, and accessory dwelling unit residential units.
- (b) The Neighborhood Regulating Plan filed August 8, 2022 was the original application for a permit for the Project for purposes of Section 245.002(a)(1). The Project's initiation date, and the date on which rights in the Project vested, is August 8, 2022.

Under Section 245.002(a)(1), the Project is therefore governed by the orders, regulations, ordinances, rules, expiration dates, and other properly adopted requirements in effect on August 8, 2022, and each permit in the series of permits required to initiate, continue, or complete the Project is to be reviewed solely under those requirements.

## 3. Grandfathered Development Status Approved in Full.

The Owners' request for grandfathered development status is APPROVED IN FULL. The City will not apply the following ordinances, the corresponding Bastrop B-3 Code, Bastrop Development Code, or any requirement first imposed by any of them, to the Project or to any permit in the series of permits required to initiate, continue, or complete the Project:

| Ordinance | B3 Code Section | Adopted   | Requirement That Does Not Apply to the Project                                                                  |
|-----------|-----------------|-----------|-----------------------------------------------------------------------------------------------------------------|
| 2024-50   | Sec. 6.3.006(b) | 1/14/2025 | Parking minimum of one space per bedroom; minimum parking space size of 10' x 20'; limitation on shared parking |
| 2025-02   | Sec. 6.5.003    | 1/28/2025 | Decrease of the impervious cover ratio in Place Type P3 from 60% to 50%                                         |

<sup>1</sup> The Planning & Zoning Commission,, Director of Planning and Review, the Development Review Committee or the Grandfathering Committee



| Ordinance | B3 Code Section                                    | Adopted   | Requirement That Does Not Apply to the Project                                                                                                                                                                                   |
|-----------|----------------------------------------------------|-----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 2025-04   | Sec. 6.5.003 (table);<br>Sec. 6.3.008              | 1/28/2025 | Elimination of the right to build one accessory dwelling unit as of right; addition of discretionary denial of a first ADU                                                                                                       |
| 2025-10   | Sec. 6.3.004(e)                                    | 2/25/2025 | Reduction of the protected tree definition from 13 to 10 caliper inches                                                                                                                                                          |
| 2025-11   | Sec. 6.3.004(d), (e)(6),<br>(f)(6), (h)(1)         | 2/25/2025 | Requirement that a tree survey be no more than two years old; tree replacement or mitigation allowed only after rejection of all other design alternatives; replacement of removed 10+ caliper inch trees with similar tree size |
| 2025-19   | Secs. 10.1.004–<br>10.1.012                        | 3/11/2025 | Parkland dedication and fee-in-lieu of dedication requirements; park enrichment fee; dedication requirements                                                                                                                     |
| 2025-21   | Secs. 2.4.001, 6.3.008,<br>6.5.003                 | 3/11/2025 | Establishment of a minimum lot size in P3 zoning; restrictions on non-conforming lot sizes                                                                                                                                       |
| 2025-22   | Secs. 6.3.003, 6.3.008,<br>6.5.003; Article 6.4    | 3/11/2025 | Changes to setbacks                                                                                                                                                                                                              |
| 2025-23   | Transportation Master<br>Plan                      | 3/11/2025 | Replacement of the 2019 Amendment to Ch. 5 of the Transportation Master Plan with the 2017 Ch. 5, including as to Laurel Street, street sections, and street requirements                                                        |
| 2025-24   | Secs. 3.2.001, 3.2.002,<br>5.2.001, 5.2.002; Ch. 4 | 3/11/2025 | Removal of the mandatory gridded street network from the B3 Code, including as to Laurel Street, street sections, and street requirements                                                                                        |
| 2025-25   | B3 Technical Manual,<br>pp. 7, 42, 43              | 3/11/2025 | Removal of the mandatory gridded street network from the B3 Technical Manual, including as to Laurel Street, street sections, and street requirements                                                                            |
| 2025-26   | Article 5; Sec. 6.5.001                            | 3/11/2025 | Prohibition of duplexes in P3 zoning                                                                                                                                                                                             |
| 2025-28   | Article 1.13.05                                    | 3/11/2025 | Regulation of tree removal on private property                                                                                                                                                                                   |

The City asserts no exemption under Section 245.004 as to any of the thirteen ordinances listed above. The Owners are VESTED as to each.

#### **4. Effect on the Pending Preliminary Plat Application.**

The formal action of the Development Review Committee dated March 27, 2025 disapproving the Preliminary Plat Application is withdrawn and rescinded, because the vested rights determinations on which it rested are withdrawn. I have directed the Director of Planning and Development to reinstate the Application as revised and resubmitted February 18, 2025, and to forward it, together with the Committee's remaining comments and a staff recommendation, to the Planning and Zoning Commission for action under Section 212.006(a), Texas Local Government Code.

In taking this step the City does not concede, and this letter should not be read as conceding, the propositions stated in Paragraphs 39(k) and 39(l) of the Petition regarding the scope of the Development Review Committee's authority. The remaining review comments in the March 27, 2025 letter that do not depend on the ordinances listed in Section 3 stand, and staff will work through them with your clients in the ordinary course of permitting the project. The waiver of the statutory review period executed December 26, 2024 remains in effect unless the Owners elect to revoke it.

## **5. Election to Proceed Under a Later-Adopted Standard.**

Several of the ordinances listed in Section 3 relaxed rather than tightened the requirements in effect on the vesting date. Ordinance Nos. 2025-23, 2025-24, and 2025-25, for example, removed the mandatory gridded street network and replaced the 2019 amendment to Chapter 5 of the Transportation Master Plan. Non-application of those ordinances means the Project remains subject to the street network, street section, and right-of-way requirements in effect on August 8, 2022. If the Owners would rather proceed under a later-adopted standard as to any particular requirement, they may so elect in writing and the City will honor that election as to that requirement, without prejudice to the Project's vested rights in every other respect.

## **6. Scope and Reservations.**

This determination establishes which requirements govern the Project. It is not an approval of the Preliminary Plat or of any other application, and it does not waive compliance with the requirements that were in effect on August 8, 2022, including the subdivision plat checklist, the B3 Code and B3 Technical Manual then in effect (including consistency between the plat and the approved Neighborhood Regulating Plan), the City's adopted fire code, and the City's engineering and public improvement standards then in effect.

This determination is limited to the thirteen ordinances identified in Paragraph 29 of the Petition and listed in Section 3. The City reserves all rights under Section 245.004(6) as to fees imposed in conjunction with development permits, under Section 245.004(8) as to regulations for utility connections.

## **7. Next Steps.**

I have directed the Director of Planning and Development to review the pending Preliminary Plat Application, and each subsequent application in the series of permits for the Project, under the requirements in effect on August 8, 2022 and consistent with this letter. Staff will contact your clients' authorized agent within [ten (10)] business days to schedule a working meeting on the outstanding review comments. Separately, I have asked the City Attorney to confer with you regarding the disposition of the above-referenced litigation matter in light of this determination.

Sincerely,



Sylvia Carrillo-Trevino  
City Manager  
City of Bastrop, Texas

cc: Charles E. Zech, City Attorney  
James Cowey, Director of Planning and Development  
Andres Rosales, Assistant City Manager