

**Bastrop Hunters Crossing Local Government
Corporation Board Agenda**

Bastrop City Hall City Council Chambers

1311 Chestnut Street

Bastrop, TX 78602

(512) 332-8800



February 20, 2025

Hunters Crossing Local Government Corporation Board at 5:30 PM

Bastrop Hunters Crossing Local Government Corporation Board 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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1. **CALL TO ORDER**
 2. **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 City Manager for research and possible future action.

It is not the intention of the City of Bastrop to provide a public forum for the embarrassment or demeaning of any individual or group. Neither is it the intention of the Board/Commission to allow a member of the public to slur the performance, honesty and/or integrity of the Board/Commission, as a body, or any member or members of the Board/Commission individually or collectively, or members of the City's staff. Accordingly, profane, insulting or threatening language directed toward the Board/Commission and/or any person in the Board/Commission's presence will not be tolerated.

3. REPORTS

- 3A. Informational update to Board by President, on matters related to the Hunters Crossing Local Government Corporation and/or Public Improvement District.
- 3B. Receive update on Maintenance.
- 3C. Invitation for input from Board Members related to issues for possible inclusion on the next meeting agenda.

4. ITEMS FOR INDIVIDUAL CONSIDERATION

- 4A. Consider action to approve minutes from the October 23, 2024, meeting.
- 4B. Consider action to approve minutes from the November 4, 2024, meeting.
- 4C. Consider action to schedule future meetings of the Hunters Crossing Local Government Corporation Board.
- 4D. Consider action to approve an Interlocal Agreement with __ for the use of the baseball and soccer fields.
- 4E. Review, discussion and possible action regarding replacement of park fixtures and repair of irrigation system within the PID.

5. ADJOURNMENT

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 of convenient and readily accessible to the general public, as well as to the City's website, www.cityofbastrop.org and said Notice was posted on the following date and time: **February 17, 2025 at 4:30 p.m.** and remained posted for at least two hours after said meeting was convened.

/s/Cheryl Renfro
Cheryl Renfro, Finance Coordinator



STAFF REPORT

MEETING DATE: February 20, 2025

TITLE:

Informational update to Board by President, on matters related to the Hunters Crossing Local Government Corporation and/or Public Improvement District.

STAFF REPRESENTATIVE:

Sylvia Carrillo, City Manager

BACKGROUND/HISTORY:

The Hunters Crossing Local Government Corporation has been working to reach an agreement regarding shared amenities with the HOA.

POLICY EXPLANATION:

Chapter 372.008 gives this board the responsibility of developing and recommending an improvement plan to the governing body.

FUNDING SOURCE:

Public Improvement District assessments

RECOMMENDATION:

ATTACHMENTS:

N/A



STAFF REPORT

MEETING DATE: February 20, 2025

TITLE:

Consider action to approve minutes from the October 23 2024, meeting.

AGENDA ITEM SUBMITTED BY:

Tracy Waldron, Chief Financial Officer

BACKGROUND/HISTORY:

Section 551.021 of the Government Code provides as follows:

- (a) A governmental body shall prepare and keep minutes or make a tape recording of each open meeting of the body.
- (b) The minutes must:
 1. State the subject of each deliberation; and
 2. Indicate the vote, order, decision, or other action taken.

RECOMMENDATION:

Move to approve the minutes of the October 23, 2024 Hunters Crossing Local Government Corporation Board Meeting.

ATTACHMENTS:

- DRAFT Hunters Crossing Local Government Corporation Board Meeting Minutes

MINUTES OF HUNTERS CROSSING LOCAL GOVERNMENT CORPORATION MEETING
October 23, 2024

The Hunters Crossing Local Government Corporation Board met on October 23, 2024, at 5:30 p.m. at Bastrop City Hall, located at 1311 Chestnut Street, Bastrop, Texas. Members present were Sylvia Carrillo, Richard Gartman, Lyle Nelson and Ben Coleman. Rick Womble and Stacey Braden were absent. Mr. George Hyde, Mr. John Eddleton and Ms. Edi McIlwain were also present.

1. CALL TO ORDER:

The meeting was called to order at 5:31 pm with a quorum being present.

2.

At this time, three (3) minute comments will be taken from the audience on any topic. To address the Board, please submit a fully completed request card to the Board/Commission Secretary prior to the beginning of the 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. Issues may be referred to City Staff for research and possible future action.

To address the Board/Commission concerning any item on the agenda, please submit a fully completed request card to the Board/Commission Secretary prior to the consideration of that item.

There were no citizen comments.

3. REPORTS

3A. Informational update to Board by President, on matters related to Hunters Crossing Local Government Corporation and/or Public Improvement District

Board President Carrillo reported that City Council reviewed the information received from P3 Works and the annual assessments went out as prepared. City Council has asked for a plan to reduce assessments for next year.

3B. Receive update on Maintenance.

The Director of Public Works advised that sidewalk repair swill be completed by the end of October.

- 3C. Invitation for input from Board Members related to issues for possible inclusion on the next meeting agenda.

There was discussion about the missing sidewalk at Mossberg and Steel Shot. The Director of Public Works will bring bids for this project to the next meeting.

4. PRESENTATIONS

- 4A. Receive presentation on the unaudited financial report as of August 31, 2024.

The Chief Financial Officer reviewed the budget report and balance sheet as of August 31, 2024.

5. ITEMS FOR INDIVIDUAL CONSIDERATION

- 5A. Consider action to approve minutes from the July 18, 2024, meeting.

Board Member Coleman requested a correction to the July 18, 2024, which indicated Board President Carrillo attended but was absent. He then made a motion to approve the July 18, 2024, minutes with that correction. Board Member Nelson seconded. The minutes were unanimously approved with the correction.

Board Member Fossler left the meeting at 5:49 pm.

- 5B. Consider action to schedule future meetings of the Hunters Crossing Local Government Corporation Board.

The staff recommendation was for January 22, 2022, which was accepted by all members as satisfactory.

6. EXECUTIVE SESSION

- 6A. Pursuant to Texas Government Code section 551.074 (Legal Consultation), the Board will recess its open session and enter a closed executive session to deliberate and seek legal advice regarding the application of Texas Local Government Code 372 and other applicable law to current assessments, resulting from the dedication of certain real property to the city.

7. RECONVENE INTO REGULAR SESSION

8. RECALL AN ITEM FROM EXECUTIVE SESSION FOR ANY APPROPRIATE DISCUSSION AND ACTION, AS NECESSARY.

- 8A. Review, discussion and possible action regarding the application of Texas Local Government Code 372 and other applicable law to current assessments, resulting from the dedication of certain real property to the city.

There was no action taken.

8B. Review, discussion and possible action regarding the Service and Assessment Plan payment obligations of property owners in the District since September 2019.

There was no action taken.

9. ADJOURNMENT

With no further business, the meeting was adjourned at 6:30 pm.

APPROVED:

ATTEST:

Sylvia Carrillo, Board President

Richard Gartman, Board Secretary



STAFF REPORT

MEETING DATE: February 20, 2025

TITLE:

Consider action to approve minutes from the November 4, 2024, meeting.

AGENDA ITEM SUBMITTED BY:

Tracy Waldron, Chief Financial Officer

BACKGROUND/HISTORY:

Section 551.021 of the Government Code provides as follows:

- (a) A governmental body shall prepare and keep minutes or make a tape recording of each open meeting of the body.
- (b) The minutes must:
 1. State the subject of each deliberation; and
 2. Indicate the vote, order, decision, or other action taken.

RECOMMENDATION:

Move to approve the minutes of the November 4, 2024 Hunters Crossing Local Government Corporation Board Meeting.

ATTACHMENTS:

- DRAFT Hunters Crossing Local Government Corporation Board Meeting Minutes

MINUTES OF HUNTERS CROSSING LOCAL GOVERNMENT CORPORATION MEETING
November 4, 2024

The Hunters Crossing Local Government Corporation Board met on November 4, 2024, at 5:30 p.m. at Bastrop City Hall, located at 1311 Chestnut Street, Bastrop, Texas. Members present were Sylvia Carrillo, Rick Womble, Kerry Fossler, Richard Gartman, Lyle Nelson and Ben Coleman. Stacey Braden was absent. Ms. Audrey Guthrie and Ms. Edi McIlwain were also present.

1. CALL TO ORDER:

The meeting was called to order at 5:33 pm with a quorum being present.

2. CITIZEN COMMENTS

At this time, three (3) minute comments will be taken from the audience on any topic. To address the Board, please submit a fully completed request card to the Board/Commission Secretary prior to the beginning of the 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. Issues may be referred to City Staff for research and possible future action.

To address the Board/Commission concerning any item on the agenda, please submit a fully completed request card to the Board/Commission Secretary prior to the consideration of that item.

There were no citizen comments.

3. ITEMS FOR INDIVIDUAL CONSIDERATION

- 3A. Consider action to authorize the President of the Hunters Crossing Local Government Corporation to negotiate and execute an Agreement with Hooks Pipeline related to the installation of a utility gas line in and around land owned by the LGC.

Board President Carrillo advised that she has been contacted by Hooks Pipeline regarding permission to install a utility gas line that needs to cross at Home Depot and Agnes. Hooks had no proposed metes and bounds or other information other than a color-coded map to indicate the area in which they wanted to work.

Therefore, Ms. Carrillo requested authorization from the Board to allow Hooks to survey the property to obtain the boundaries of the work area and then craft a work agreement to bring back for Board approval.

Ms. Guthrie advised that she prepared a "Right of Entry" document for use to obtain the survey.

Board member Nelson made a motion to authorize Board President Carrillo to negotiate and execute an agreement with Hooks Pipeline for the installation of a utility gas line in and around land owned by the LGC. Board member Coleman seconded and the motion was carried.

4. ADJOURNMENT

With no further business, the meeting was adjourned at 5:39 pm.

APPROVED:

ATTEST:

Sylvia Carrillo, Board President

Richard Gartman, Board Secretary

DRAFT



STAFF REPORT

MEETING DATE: February 20, 2025

TITLE:

Consider action to schedule future meetings of the Hunter's Crossing Local Government Corporation Board.

STAFF REPRESENTATIVE:

Tracy Waldron, Chief Financial Officer

BACKGROUND/HISTORY:

The Hunters Crossing Local Government Corporation Board has typically held its regular meetings on a quarterly basis on the 4th Thursday of the given month at 5:30 PM in the Bastrop City Council Chambers at 1311 Chestnut Street.

We would like to offer Tuesday, May 6, 2025, or Thursday, May 22, 2025, at 5:30 PM for the next regular meeting.

ATTACHMENTS:

N/A

