

**Bastrop Hunters Crossing Local Government
Corporation Board Agenda**
Bastrop City Hall City Council Chambers
1311 Chestnut Street
Bastrop, TX 78602
(512) 332-8800



October 23, 2024

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. PRESENTATIONS

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

5. ITEMS FOR INDIVIDUAL CONSIDERATION

- 5A. Consider action to approve minutes from the July 18, 2024, meeting.
- 5B. Consider action to schedule future meetings of the Hunters Crossing Local Government Corporation Board.

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 ANY 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.

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: **October 18, 2024** at **4:30** p.m. and remained posted for at least two hours after said meeting was convened.

/s/Edi McIlwain
Edi McIlwain, Chief Financial Officer



STAFF REPORT

MEETING DATE: October 23, 2024

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: October 23, 2024

TITLE:

Consider action to approve minutes from the July 18, 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 July 18, 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
July 18, 2024

The Hunters Crossing Local Government Corporation Board met on July 18, 2024, at 5:30 p.m. at Bastrop City Hall, located at 1311 Chestnut Street, Bastrop, Texas. Members present were Richard Gartman, Lyle Nelson, Rick Womble, and Ben Coleman. Sylvia Carrillo, and Christine Long. Mr. George Hyde, Mr. Andres Rosales, Mr. John Eddleton, Mr. Curtis Hancock, Mr. Michael Difalco, Ms. Terry Moore, Ms. Audrey Guthrie, Ms. Christie Johnson, and Ms. Edi McIlwain were also present. Stacey Braden joined the meeting virtually.

1. **CALL TO ORDER:**

The meeting was called to order at 5:40 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.

Mr. Michael Difalco spoke about maintenance concerns. Mr. Hyde advised that the Board would not be able to address the concerns at this meeting as they are not posted on this agenda. Mr. Hyde advised Mr. Difalco to speak with Assistant City Manager Rosales after the meeting regarding his concerns.

There were no other 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 was absent. Assistant City Manager Rosales did not have a report.

3B. Receive update on Maintenance.

Parks and Recreation Director Terry Moore advised that the Parks Department has been working in recent weeks and hopes improvements have been noticed. There

was a discussion about the landscaping services. Director Moore also advised that she has a bid to remove all the dead trees, but not to replace them. She advised that they need to have further discussions about why the old trees died, and what kinds of tree to use as replacement for the dead trees. She invited Board Member Gartman to participate in the discussion about new trees. There was also discussion about three that had died in the pool area.

Mr. Hyde provided clarification about Mr. Gartman's participation in the discussion about the tree replacement and Director Moore will bring back bid information to this Board for review and approval. Director Moore also advised the bid for removal of the dead trees includes stump removal.

There was discussion about adding trees to areas which did not previously have trees installed.

Mr. Hyde provided additional advice regarding further direction for the dead tree removal and that it should be included in budget discussions schedule for executive session later in this meeting.

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

Board Member Gartman asked that the proposal for the sidewalk completion project be reviewed and included in the FY2025 budget. There was discussion about the incomplete sidewalk and if it was considered "complete" by the original developer.

4. PRESENTATIONS

- 4A. Presentation of the FY2025 proposed Hunters Crossing Public Improvement District Service and Assessment Plan for the purpose of determining the annual budget as provided by the Texas Local Government Code 372.013 and of the proposed Fiscal Year 2025 Hunters Crossing Public Improvement District budget.

Jon Snyder from P3 Works joined the meeting virtually. He quickly reviewed the proposed Service and Assessment Plan, which updates the 2019 restated Plan. He reviewed the proposed assessment amounts and budget which are the same as FY2024. Mr. Snyder advised that the commercial assessments are the same as FY2024. There was discussion about the deadline adding items to the proposed budget.

Mr. Hyde explained to the residents in attendance how the PID was designed and its purpose regarding drainage benefits for the commercial and multi-family properties within the PID.

There was discussion about having a reserve study conducted in the future to prepare us to meet foreseeable future needs in the PID.

Mr. Hyde advised that the purpose of tonight's review is to evaluate the budget and assessments and make recommendations to the City Council for their approval. Mr. Snyder advised the deadline to provide the assessments to Bastrop County by September 1st.

There was discussion about the last time the assessment was increased as well as how much it was increase if the proposed budget was increased to allow for the proposed maintenance items.

CFO McIlwain reviewed estimated income and expenses through the end of the fiscal year to estimate available fund balance. The Board requested a full financial report at the next meeting.

5. ITEMS FOR INDIVIDUAL CONSIDERATION

- 5A. Conduct the annual review and update to the proposed FY2025 Hunters Crossing Public Improvement District Service and Assessment Plan for the purpose of determining the annual budget as provided by Texas Local Government Code 372.013 and consider a resolution recommending the updated Service and Assessment Plan to the City Council of the City of Bastrop, Texas.

A motion was made to approve a resolution substantially like the one prepared last year, by Board Member Gartman, and seconded by Board Member Nelson. The motion was unanimously approved.

- 5B. Consider action to approve minutes from the April 11, 2024, meeting.

A motion was made to approve the minutes of the April 11, 2024, meeting as written by Board Member Nelson, and seconded by Board Member Coleman. The minutes were unanimously approved.

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

The staff recommendation was for October 24, 2024, which was not amenable to all members. There was a discussion about alternate dates and October 23rd was chosen for the date of the next meeting.

The motion was made by Board Member Womble and seconded by Board Member Nelson. The motion was unanimously approved.

6. EXECUTIVE SESSION

- 6A. The Board will now recess the public portion of the meeting to reconvene in executive session pursuant to the Texas Government Code § 551.071 (Attorney Consultation) to deliberate and seek legal advice regarding the Hunters Crossing Homeowner's Association's maintenance obligations related to the pool and park facilities within the Hunters Crossing subdivision; and

- 6B. Convene into executive session pursuant to the Texas Government Code § 551.071 (Attorney Consultation) to deliberate and seek legal advice regarding the Service and Assessment Plan payment obligations of property owners in the District since September 2019.

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 Hunters Crossing Homeowner's Association's maintenance obligations related to the pool and park facilities within the Hunters Crossing subdivision; and

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 6:45 pm.

APPROVED:

ATTEST:

Sylvia Carrillo, Board President

Richard Gartman, Board Secretary



STAFF REPORT

MEETING DATE: October 23, 2024

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 Wednesday, January 22, 2025, or Thursday, January 23, 2025, at 5:30 PM for the next regular meeting.

ATTACHMENTS:

N/A

