Bastrop Hunters Crossing Local Government Corporation Board Agenda

Bastrop City Hall City Council Chambers
1311 Chestnut Street
Bastrop, TX 78602
(512) 332-8800

November 17, 2026

Agenda - Hunters Crossing Local Government Corporation Board at 6:00 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 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.

3. ITEMS FOR INDIVIDUAL CONSIDERATION

3A. Consider and act to amend the Hunter's Crossing Public Improvement District Bylaws, Article II, Board of Directors, Section 1, Appointment, Classes, Powers, Number, and Terms of Office, to align Board Membership with City Council Positions.

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

3B. Consider and act to authorize the allocation of $149,600 for professional services associated with the Hunters Crossing Drainage Improvements Project.

Submitted by: Elizabeth Wick, CFM, Project Manager

4. 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 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: ___November 10_____ at 2:30 p.m. and remained posted for at least two hours after said meeting was convened.

__\s\Judy Sandroussi _____
Judy Sandroussi, Finance Director

BASTROPTX
Heart of the Lost Pines / Est. 1832

STAFF REPORT

MEETING DATE: November 17, 2026

TITLE:

Consider and act to amend the Hunter's Crossing Public Improvement District Bylaws, Article II, Board of Directors, Section 1, Appointment, Classes, Powers, Number, and Terms of Office, to align Board Membership with City Council Positions.

AGENDA ITEM SUBMITTED BY:

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

BACKGROUND/HISTORY:

On September 13, 2026, the City Council approved Resolution No. R-2026-133, establishing the City Council as the Board of Directors for the Hunter's Crossing Public Improvement District.

The existing Hunter's Crossing Public Improvement District bylaws, Article II, Section 1, contain provisions addressing the appointment, number, and terms of office of the Board of Directors. These provisions need to be updated to reflect the direction established by Resolution No. R-2026-133 and ensure consistency between the bylaws and the City's approved governance structure.

The proposed amendment to Article II, Section 1, will establish the City Council as the entire Board of Directors of the Hunter's Crossing Public Improvement District, with board membership corresponding to the elected positions of the City Council.

Additionally, the amendment will remove individually assigned terms of office and instead make board membership position-specific. Each director will serve by virtue of holding their respective elected City Council position, with service on the Board of Directors continuing for the duration of their elected term. Upon a change in City Council membership, the individual assuming the respective City Council position will automatically assume the corresponding position on the Board of Directors.

These amendments will eliminate the need for separate appointments, reappointments, or staggered terms for the Board of Directors and provide continuity between the City's governing body and the District's board structure.

FISCAL IMPACT:

N/A

RECOMMENDATION:

Staff recommends approval of the proposed amendments to Article II, Section 1, of the Hunter's Crossing Public Improvement District bylaws to align the Board of Directors with City Council

Resolution No. R-2026-133 and establish board membership based on elected City Council positions.

ATTACHMENTS:

1. Redline Hunter's Crossing Bylaws

ARTICLE II.

BOARD OF DIRECTORS

Section 1. Appointment, Classes, Powers, Numbe1; and Term of Office. All powers of the Corporation shall be vested in the Board of Directors (the *"**Board of Directors**").* The Board of Directors shall consist of seven (7) persons, but may be expanded to include more than seven (7) members, at the discretion of the City Council. The City shall appoint the members of the Board ofDirectors, as follows:

~~1. One appointed member shall be a currently serving Council Member.~~
~~2. One appointed member shall be a current property owner and resident in the Hunters Crossing Subdivsion.~~
~~3. One appointed member shall be a representative of a Commercial enterprise that has a place of business in the Public Improvement District.~~
~~4. All other appointed members are at the Council's sole discretion.~~

1. The Board shall consist of City Council positions 1, 2, 3, 4, 5 and Mayor

Each Director shall serve ~~for a term which expires on the date set forth below for the position to which such person was appointed, or until his or her successor is appointed by the City unless such Director has been appointed to fill an unexpired term in which case the term of the Director shall expire on the expiration date of the term of the Director whose position he or she was appointed to fill or until his or her successor is appointed qualifies for the position.~~ by virtue of holding an elected position on the City Council of the City of Bastrop, Texas. Each Director's service on the Board of Directors shall coincide with the Director's elected term of office on the City Council. Upon the expiration of an elected term, resignation, removal, or other vacancy in a City Council position, the individual succeeding to that position shall automatically assume the corresponding position on the Board of Directors. No separate appointment or reappointment shall be required. Any Director may be removed from office at any time, with or without cause, by the ~~City Council. The number of Directors may only be increased or decreased by the City Council.~~ The Board of Directors shall consist of all members of the City Council, including the Mayor, and the number of Directors shall correspond to the number of elected City Council positions. Any change in the number of City Council positions shall automatically result in a corresponding change in the number of Directors.

~~The terms of office of the initial Board of Directors will be seven (7) years. Upon the expiration of the term of office of the initial Directors, except as otherwise provided by the Bylaws of the Corporation or the official action of the governing body of the City appointing a Director or Directors, Directors shall be divided into three classes, one class of one (1) Director initially to serve for a term of one (1) year, the second class of two (2) Directors initially to serve for a term of two (2) years, and the third class of two (2) Directors initially t serve for a term of three (3) years. The Board of Directors shall determine the class in which each Director shall be placed, including placement of any new membership position created by the City Council, from time to time. Thereafter each class shall serve for a term of three (3) years. All Directors shall hold their respective offices until their successor is appointed and qualifies as a Director.~~

Section 2. Meetings of Directors. The Directors may hold their meetings and may have an office and keep the books of the Corporation at such place or places within the City as the Board of Directors may from time to time determine; provided, however, in the absence of any such determination, such place shall be the registered office of the Corporation in the State of Texas.

To the extent provided by law, the meetings of the Board of Directors and any committee of the Board of Directors shall be held in accordance with and notice of such meetings shall be

BASTROPTX
Heart of the Lost Pines / Est. 1832

STAFF REPORT

MEETING DATE: November 17, 2026

TITLE:

Consider authorizing the allocation of $149,600 for professional services associated with the Hunters Crossing Drainage Improvements Project.

AGENDA ITEM SUBMITTED BY:

Submitted by: Elizabeth Wick, CFM, Project Manager

BACKGROUND/HISTORY:

The Hunters Crossing subdivision and downstream area has experienced flooding concerns and resident complaints related to drainage conditions. These concerns warrant further evaluation to identify potential drainage issues and determine appropriate improvements.

Professional surveying and engineering design services are needed to document existing conditions, evaluate drainage related issues, and develop plans for potential improvements.



Figure 1 – PreDevelopment 1995
Project Area (Yellow: ~20 Ac.)
Drainage Area (Blue: ~6 Ac.)



Figure 2 – Post-Development 2026
Project Area (Yellow: ~37 Ac.)
Drainage Area (Blue: ~6 Ac.)

Figure 1: Base PSA

Optional scope items 1 and 2. Item 1 is 0.5 miles south to Shiloh Road and Item 2 is the north drainage channel conversion.





Base:	$82,500
Optional Scope Item 1:	$8,900
Option Scope Item 2:	$58,200
Not-to-exceed total:	**$149,600**

FISCAL IMPACT:

$149,600 from the Hunters Crossing Public Improvement District FY2027 Budget

RECOMMENDATION:

Authorize the allocation of $149,600 for professional services associated with the Hunters Crossing Drainage Improvements Project.

ATTACHMENTS:

1. Resolution R-2026-156
2. Draft Professional Services Agreement

RESOLUTION NO. R-2026-XX

RESOLUTION OF THE BOARD OF DIRECTORS OF THE HUNTERS CROSSING LOCAL GOVERNMENT CORPORATION OF THE CITY OF BASTROP, TEXAS AUTHORIZING THE ALLOCATION OF ONE HUNDRED FORTY-NINE THOUSAND SIX HUNDRED DOLLARS ($149,600.00) FOR PROFESSIONAL SERVICES ASSOCIATED WITH THE HUNTERS CROSSING DRAINAGE IMPROVEMENTS PROJECT.

WHEREAS, the Hunters Crossing Public Improvement District (the "PID") has been duly created by the City of Bastrop, Texas (the "City"), and is operating under the authority of Chapter 372, Texas Local Government Code, the Public Improvement District Assessment Act (the "Act"); and

WHEREAS, the Hunters Crossing subdivision and downstream area has experienced flooding concerns; and

WHEREAS, further surveying, engineering evaluation, and design are necessary to document existing conditions, evaluate potential drainage improvements, and develop appropriate plans for future project implementation; and

WHEREAS, the Hunters Crossing Public Improvement District (the "PID") recognizes the need to evaluate and address drainage concerns affecting the residents; and

WHEREAS, the PID desires to authorize the allocation of up to One Hundred Forty-Nine Thousand Six Hundred Dollars ($149,600.00) for professional services associated with the Hunters Crossing Drainage Improvements Project, including surveying, engineering, and design.

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

Section 1: The City Manager is hereby authorized to execute a Professional Services Contract with Datapoint for a not-to-exceed amount of One Hundred Forty-Nine Thousand Six Hundred Dollars ($149,600.00) for the Hunters Crossing Drainage Improvements Project.

Section 2: All orders, ordinances, and resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

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

DULY RESOLVED AND ADOPTED by the Board of Directors of the Hunters Crossing Local Government Corporation of the City of Bastrop, Texas this 17th day of November 2026.

APPROVED:

_____

Ishmael Harris, Mayor

ATTEST:

_____

Michael Muscarello, TRMC, CMC, CPM
City Secretary

APPROVED AS TO FORM:

_____

City Attorney

DATAPOINT
ENGINEERING • LAND SURVEYING • GIS • UAS

12400 Network Blvd., Ste 130
San Antonio, TX 78249
726.777.4240
www.datapointsurveying.com

City of Bastrop
Elizabeth Wick, Engineering Department
1311 Chestnut St
Bastrop, Tx 78602
E: ewick@cityofbastrop.org

CC: Andres Rosales; arosales@cityofbastrop.org

RE: Proposal for Professional Civil Engineering and Land Surveying Services
Hunter Crossing Drainage Evaluation
City of Bastrop, Texas

Dear Mrs. Wick:
Datapoint Engineering appreciates the opportunity to submit this proposal for professional services for the above-referenced project. The attached proposal outlines our understanding of the project, the proposed scope of services, and associated fees. Please let us know if there is anything we have omitted, stated incorrectly, and/or misunderstood about your project and the expected engineering services that we will be performing for said project.

If the enclosed Proposal meets your approval, please provide us with a Work Authorization / Purchase Order. Should you have any questions during your review of this document, please do not hesitate to contact us.

We look forward to working with you.

Respectfully Submitted,
Datapoint Engineering

_____
Travis Lung, P.E.
Director of Civil Engineering

Recipient
Attachments: Proposal for Services
City of Bastrop Scope of Work document
-included & made a part of this agreement-

PROPOSAL FOR SERVICES

This Proposal for Services (Proposal), number C-01-260828-15_1, is issued under a Master Services Contract between **The City of Bastrop** and **Datapoint Surveying & Mapping II, LLC (Datapoint).** Services for the Project are described below in this Proposal. The Services will be performed in accordance with the terms and conditions of this Proposal, the City of Bastrop Work Authorization, and the Master Services Contract. The Proposal and Work Authorization will be incorporated into and made a part of the Contract.

Site Location and Description:

Project location: 234 - 276 SH 304, Bastrop, Texas [30° 06’ 05.25N, 97° 21’ 15.86”W]
Project Type: Hydrology and Drainage
Project Size: ~20 Acres



Figure 1 – PreDevelopment 1995
Project Area (Yellow: ~20 Ac.)
Drainage Area (Blue: ~6 Ac.)



Figure 2 – Post-Development 2026
Project Area (Yellow: ~37 Ac.)
Drainage Area (Blue: ~6 Ac.)

It is our understanding that Datapoint will perform land surveying services to collect topographic features within the area shown in yellow above (approximately 20 acres). Datapoint Engineering has been requested to support the City of Bastrop’s engineering department with reviewing, evaluating, and providing recommendations for storm water runoff mitigation within this area. The City has provided background and a general scope of work that outlines the initial concerns and areas of focus (attached to the end of this proposal) We will provide our findings, assumptions, and the necessary design recommendations to mitigate the storm water run-off concerns, along with erosion control measures and site grading modifications.

Assumptions / Conditions – This Proposal/Scope of Services is based on the following information:

a. Objectives:
   - Detailed topographic land survey, to include improvements.
   - Engineering surface drainage evaluation and findings.
   - Engineering storm water run-off mitigation recommendations.

b. The City will provide Datapoint engineering with as-built plans for the detention/retention ponds and channels that are immediately upstream (called "Hunter Crossing Channel"), along with as-built plans of the installed sanitary sewer line.

c. Datapoint also respectively request any other existing documents, records, plans, drawings, and specifications of improvements, existing drainage infrastructure, and underground utilities within the project area, as it relates to the project scope and outlined within the yellow area of interest.

d. The City has provided survey control benchmarks to be used and tied for the basis of this project's control network and datums. Datapoint surveying will attempt to recover these control points for use; if they are not recovered or if they have been disturbed, Datapoint will notify the City immediately to discuss secondary options.

e. Unrestricted Site/Property access shall be provided by the City to Datapoint personnel that require site access to perform duties associated with this project. All contact with property owners and tenants for permission to access will be made / secured by the City or the City's representative. The City will notify Datapoint of any access requirements (landowner coordination, badging, training, etc.) prior to the start of this work. If these access requirements, training, and/or additional tasks involve fees, Datapoint will submit to the City for reimbursement of said fees in full.

f. The City will provide Datapoint engineering with any agreements, arrangements, promises, and/or commitments made that are pertinent to the review and recommended design of the site.

g. The City will provide any templates, standards, preferred conditions, and operational limitations to be considered within the civil review and design package.

h. This project will initially be conducted without the benefit of Geotechnical exploration and report. Datapoint can provide this service for an additional fee, through a trusted partnership, or make recommendations for a Geotechnical Engineer.

i. This scope of services excludes performing boundary and/or property determination/resolution. If land boundaries become necessary then Datapoint will notify the City of the change in scope and the associated fees; at that time of approval the City will provide Datapoint with Current Title Commitment / Property Plat / Vesting Deed and all associated parts (restrictions, easements, & encumbrances) for all lands of interest.

j. Datapoint engineering understands that there will be no stormwater detention/retention design modifications at this time to the overall volume and shape (discharge/outfall is included within the scope). If, during the course of this project it becomes necessary to design/modify the existing detention/retention facility's, Datapoint's engineer will notify the City immediately and discuss a change of scope with fee.

k. This scope of services excludes a FEMA Flood Study or Flood Inundation Study to evaluate the upstream watershed conditions and/or downstream impacts to lands and infrastructure beyond the shown area of interest. Datapoint has the ability to include additional hydrology, hydraulic, and flood services upon the City's request; the scope of services and fee will be adjusted to accommodate the approved change.

Scope of Services

Our engineering and land surveying services will involve: **Land Survey and Civil Design Services**, detailed in subsections. The scope for each of the services is as follows:

I. Section 100 – Topographic Land Survey (Design)

This work includes providing a topographic survey showing detailed topography and planimetrics for a 20-acre area (shown in figure 1). The proposed survey will collect and document the existing conditions and improvements.

1. Utilize Hunter's Crossing control datum and establish additional project control as necessary; Texas State Plane, Central Zone, NAD 1983(2011) and NAVD 1988.
2. Locate topographic features and improvements, 25' maximum grid to produce a contour relief map at 1' intervals.
3. Locate hardscape, pavement, fences, rock rip-rap, and manmade improvements.
4. Locate drainage channels, ponds discharge structures, and water surface elevations.
5. Locate above ground evidence of existing utilities, subsurface utility exploration is excluded from this scope of services but can be provided for an additional fee.
6. Hydrographic Survey of 4 water quality ponds (5.61-acres total acreage, 6,090' total perimeter)

Means and Methods – Datapoint Surveying plans on using several technologies and surveying techniques to capture and produce the existing conditions of this development. Some of these techniques will include traditional field surveying, aerial LiDAR capture, and remote sensing. These means and methods will bring economic value, efficient time management, and increased safety for field personnel.

II. Section 200 – Project Management, Coordination, and Support

Datapoint Engineering shall perform the necessary general project coordination and collaboration, including a weekly written status report, as it relates to the site civil scope of services. Project meetings, preconstruction meetings, and other virtual meetings: 24 hours estimated, allotted.

III. Section 201 – Storm Water Management Analysis and Report

Datapoint Engineering will prepare and provide a Storm Water Evaluation and Analysis Report for the area of interest. Drainage patterns, outfalls, discharge points, topography, improvements, and other surface features that effluence storm water run-off will be evaluated and reviewed as they relate to the current site conditions within the area of interest. The Engineer will perform an on-site visit to observe site conditions.

Datapoint engineering will present the City with findings and then open a dialog into discussing mitigation measures. This scope of services excludes any downstream impact analysis and Flood Plain study.

Datapoint will utilize the these calculations, findings, observations, and discussions to produce design recommendations for the mitigation of drainage and impacts to erosive areas.

IV. Section 202 – Site Civil Design Package

Datapoint Engineering shall prepare design details for use within the construction documents, as prepared by others, for the following items.

A. ***Civil Design Construction Plans*** **- These are the general items that constituent the plans;** variations are possible, and therefore this does not represent a fully comprehensive list of items that may be included within said plans.

a. *Cover Page;* This sheet will contain overall project location, general notes, drawing schedule, estimated quantities, project contact information, and jurisdictional required notes.

b. Existing Conditions and Demolition Plan; This sheet will contain the existing conditions topographic information along with any demolition required items, notes, and details. If there is no demolition, then the existing conditions will be apart of the proposed plan sheet(s).

c. Storm Water Pollution Prevention Plan (SWPPP); This sheet will provide a Storm Water Pollution Prevention Plan to satisfy State and Local requirements for controlling water surface pollution from construction activity. Drainage patterns will be determined as they relate to pollution abatement. Construction specifications utilizing Best Management Practices and a site plan depicting the location and type of pollution abatement measures and/or practices will be prepared by the Engineer. Additional information for the temporary erosion control and sedimentation protection measures, overall sequencing notes, and guidance for installation and maintenance of said measures. This excludes a full SWPPP construction book.

d. *Site Plan and Dimensional Control;* Datapoint will layout & design the required surface improvements. Plans can include;
- Drainage features,
- channels & berms,
- erosion control measures,
- stormwater systems (surface),
- and other improvements required and/or directed by the City.

e. *Grading Layout;* Proposed grades/flowlines/watersheds as required for proper installation of drainage features.
- Proposed final contours at 1' intervals, maximum,
- proposed spot and flowline elevations at key areas of concern,
- key notes/details/callouts,
- and surface drainage/channels/highs/lows/grade breaks, as necessary.

f. Miscellaneous Details (below items do not represent a comprehensive list and therefore final plans may contain more or less) that may be included are;
- Storm water systems,
- And erosion control measures.

V. Section 203 – Construction Administration

Datapoint will support the construction of this development as it relates to site civil components.

- Assist with and attend (if necessary) a pre-bid conference and respond to any contractor questions during the bid (virtual meeting, no site visit included),
- Assist with and attend (if necessary) a pre-construction conference (virtual meeting, no site visit included), and
- Review material submittals for the project.
- A formal site civil bid package is excluded from this scope of service. Datapoint can provide this service for an additional fee.

Reimbursables - Direct costs such as shipping, mileage, travel cost for meetings, printing costs, etc. shall be reimbursed by Client. Fees for this section are to be billed monthly and not to exceed the overall estimated budget shown in the Summary of Fees without written notice and approval from Client.

Exclusions – Any other item(s) not specifically described in the aforementioned section(s) will not be included within this Scope of Services without the preapproved, written notification from the City of Bastrop.

Deliverable Milestones

- **Topographic Land Survey;** digital formats, pdf and dwg
- **Engineering: Storm Water Review and Analysis Report;** pdf format
- **Engineering: Civil Design Package**
  - **60% IFR Package** (pdf format)
  - **100% IFC Package** (pdf format)
- **Engineering: General Site Civil Engineering Consulting**

Compensation

Summary of Fees - Based on the information provided to us and as outlined in this *Proposal*, the Time and Materials, not-to-exceed fee for our services will be as follows:

Section 100 –	Survey: Topographic Land Survey		$	44,900
Section 200 –	Project Management and Coordination Support		$	4,500
Section 201 –	Storm Water Review and Analysis		$	12,900
Section 202 –	Site Civil Design Package		$	17,700
Section 203 –	Construction Administration Support		$	2,500
Section 204 –	*Additional Civil Engineering Consulting Service*		$	*Rate sch'd*
		T&M, nte	**$**	**82,500**

[Additional services will be rendered and billed only upon the written approval of an authorized Agent]

Thank you for your time and consideration. Please have an authorized representative sign the attached below formally authorize our services for this project, receipt of signed proposal and/or a client provided P.O./W.O. will constitute authorization to proceed. Should you or your staff have questions, comments, or require additional information, please contact us at your first convenience.

Respectfully Submitted,
Datapoint Engineering

_____
Travis Lung, P.E.

Optional Scope Items per the City's Request:

Section 101 –	Topographic Land Survey; Additional 0.5 miles south to Shiloh Road	$	2,500
Section 205 –	Engineering; Additional 0.5 miles south to Shiloh Road – review drainage way topography and provide a discussion for expanding the flood analysis/study.	$	6,400
Section 206 –	North Drainage Channel Conversation (Property 99424); Provide a topographic land survey and civil engineering support to convert the surface storm water earthen channel into below grade drainage structures, including energy dissipation measures, Hydrology, and Hydraulics.	$	58,200

