

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



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December 14, 2021

Executive Session at 5:30 P.M.

Regular Meeting at 6:30 P.M.

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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 [WWW.CITYOFBASTROP.ORG/CITIZENCOMMENTFORM](http://WWW.CITYOFBASTROP.ORG/CITIZENCOMMENTFORM) BEFORE 5:00 P.M. ON DECEMBER 14, 2021. COMMENTS SUBMITTED BY THIS TIME WILL BE DISTRIBUTED TO THE CITY COUNCIL PRIOR TO MEETING COMMENCEMENT, REFERENCED AT THE MEETING, AND INCLUDED WITH THE MEETING MINUTES. COMMENTS FROM EACH INDIVIDUAL WILL BE LIMITED TO THREE (3) MINUTES WHEN READ ALOUD.**

1. CALL TO ORDER

2. EXECUTIVE SESSION

2A. City Council shall convene into closed executive session for a Legal Briefing by the City Attorney pursuant to Texas Government Code Sections 551.071 regarding Bastrop Code of Ordinances Article 1.15, the Code of Ethics.

- 2B. City Council shall convene into closed executive session for a Legal Briefing by the City Attorney pursuant to Texas Government Code Sections 551.071 Resolution No. R-2021-119 of the City Council of the City of Bastrop, authorizing the City Manager to execute necessary contractual documentation regarding collection, transportation, and treatment of material related to the Westside Wastewater Collection system.
3. **TAKE ANY NECESSARY OR APPROPRIATE ACTION ON MATTERS POSTED FOR CONSIDERATION IN CLOSED/EXECUTIVE SESSION**
4. **CALL TO ORDER – REGULAR SESSION – 6:30 P.M.**
5. **PLEDGE OF ALLEGIANCE** – Ella Griesenbeck and Isabella Molina-Conrardy, Bastrop Middle School Student Council
- TEXAS PLEDGE OF ALLEGIANCE**  
*Honor the Texas Flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.*
6. **INVOCATION** – Dr. Raymond Edge, Senior Pastor with First Baptist Church
7. **PRESENTATIONS**
- 7A. Mayor's Report
- 7B. Council Members' Report
- 7C. City Manager's Report
- 7D. A proclamation of the City Council of the City of Bastrop, Texas, recognizing December as Fair Housing Month in the City of Bastrop, Texas. (Submitted by: Tracy Waldron, Chief Financial Officer)
8. **WORK SESSION/BRIEFINGS - NONE**
9. **STAFF AND BOARD REPORTS**
- 9A. Receive presentation of the Strategic Planning Calendar for Fiscal Year 2022-2023. (Submitted by: Tracy Waldron, Chief Financial Officer)
- 9B. Receive presentation on the unaudited Monthly Financial Report for the period ending September 30, 2021. (Submitted by: Tracy Waldron, Chief Financial Officer)
- 9C. Receive presentation on the unaudited Monthly Financial Report for the period ending October 31, 2021. (Submitted by: Tracy Waldron, Chief Financial Officer)

## 10. 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 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 [www.cityofbastrop.org/citizencommentform](http://www.cityofbastrop.org/citizencommentform) before 5:00 p.m. on December 14, 2021. Comments submitted by this time will be distributed to the city council prior to meeting commencement, referenced at the meeting, and included with the meeting minutes. Comments from each individual will be limited to three (3) minutes when read aloud. In accordance with the Texas Open Meetings Act, if a citizen discusses any item not on the agenda, City Council cannot discuss issues raised or make any decision at this time. Instead, City Council 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 Council to allow a member of the public to slur the performance, honesty and/or integrity of the Council, as a body, or any member or members of the Council individually or collectively, or members of the City's staff. Accordingly, profane, insulting or threatening language directed toward the Council and/or any person in the Council's presence will not be tolerated.*

## 11. CONSENT AGENDA

***The following may be acted upon in one motion. A Council Member or a citizen may request items be removed from the Consent Agenda for individual consideration.***

- 11A. Consider action to approve City Council minutes from the November 9, 2021, Regular meeting. (Submitted by: Ann Franklin, City Secretary)
- 11B. Consider action to approve Resolution No. R-2021-120 of the City Council of the City of Bastrop, Texas approving the 2022 Council Meeting Schedule, attached as Exhibit A; and providing an effective date. (Submitted by: Ann Franklin, City Secretary)
- 11C. Consider action to approve Resolution No. R-2021-114 of the City Council of the City of Bastrop, Texas rejecting all bids for the Maintenance, Mowing & Landscaping Services; repealing all resolutions in conflict; providing severability; and establishing an effective date. (Submitted by: Curtis Hancock, Director of Public Works)
- 11D. Consider action to approve Resolution No. R-2021-110 of the City Council of the City of Bastrop, Texas, designating authorized signatories for contractual documents and documents for requesting funds pertaining to the General Land Office Community Development Block Grant – Mitigation Program (CDBG-MIT) Contract Number 22-085-059-D316, as shown in Exhibit A; providing for a repealing clause; and establishing an effective date. (Submitted by: Tracy Waldron, Chief Financial Officer)

- 11E. Consider action to approve Resolution R-2021-109 of the City Council of the City of Bastrop, Texas adopting various policies and procedures required in conformity with the Civil Rights Act, and the Fair Housing Act, as shown in Exhibit A, required under the Community Development Block Grant – Mitigation Program Contract number 22-085-059-D316 through the General Land Office; providing for a repealing clause and establishing an effective date. (Submitted by: Tracy Waldron, Chief Financial Officer)
- 11F. Consider action to approve Resolution No. R-2021-118 of the City Council of the City of Bastrop, Texas, approving the Federal Grant Procurement Policy, attached as Exhibit A; providing for a repealing clause and establishing an effective date. (Submitted by: Tracy Waldron, Chief Financial Officer)
- 11G. Consider action to approve Resolution No. R-2021-116 of the City Council of the City of Bastrop, Texas to ratify a contract for liquid waste hauling and disposal to Wastewater Transport Service, not to exceed Seventy-Five Thousand, Nine Hundred (\$75,900.00) as attached as Exhibit A; authorizing the City Manager to execute all necessary document; providing for a repealing clause; and establishing an effective date. (Submitted by: Curtis Hancock, Director of Public Works)
- 11H. Consider action to approve Resolution No. R-2021-124 of the City Council of the City of Bastrop, Texas amending a contract for Grant Administration and Environmental Services with Langford Community Management Services as it relates to the General Land Office Community Development Block Grant Mitigation Program contract number 22-085-059-D316, attached as Exhibit A; authorizing the City Manager to execute all necessary documents; providing for a repealing clause; and establishing an effective date. (Submitted by: Tracy Waldron, Chief Financial Officer)
- 11I. Consider action to approve Resolution No. R-2021-126 of the City Council of the City of Bastrop, Texas establishing a policy on the creation of Municipal Utility Districts within the City of Bastrop Extraterritorial Jurisdiction and City Limits attached as Exhibit A; providing for a repealing clause; and establishing an effective date. (Submitted by: Trey Job, Assistant City Manager)
- 11J. Consider action to approve Resolution No. R-2021-117 of the City Council of the City of Bastrop, Texas, approving a professional services contract with Carollo Engineers, Inc. to provide the services of construction management and inspection in the amount of three hundred nineteen thousand dollars (\$319,000).; attached in Exhibit A; authorizing the City Manager to execute all necessary documents; providing for a repealing clause; and establishing an effective date. (Submitted by: Fabiola de Carvalho, MIAM, Director of Engineering and Capital Project Management)

## **12. ITEMS FOR INDIVIDUAL CONSIDERATION**

- 12A. Consider action to approve Resolution No. R-2021-127 of the City of Bastrop, Texas extending the extraterritorial jurisdiction as requested by the property owner to include approximately 11 acres of State Highway 304 right-of-way and encompassing a 289.5 acre tract owned by the applicant attached as Exhibit A into the City of Bastrop's extraterritorial jurisdiction, more specifically Area A, as described in the Interlocal Agreement for Subdivision Plat Regulation in Bastrop County and the City of Bastrop's extraterritorial jurisdiction; providing for a repealing clause; and establishing an effective date. (Submitted by: Trey Job, Assistant City Manager)

- 12B. Consider action to approve the second reading of Ordinance No. 2021-15 of the City Council of the City of Bastrop, Texas, rezoning 15.824 acres out of Farm Lot 37 East of Main Street, located at 1500 Farm Street, within the City Limits of Bastrop, Texas from P3 Neighborhood to P4 Mix; as shown in Exhibit A, including a severability clause; and establishing an effective date. (Submitted by: Jennifer C. Bills, Director of Planning & Development)
- 12C. Consider action to approve Resolution No. R-2021-121 of the City Council of the City of Bastrop, Texas regarding the Bastrop Central Appraisal District (CAD) election voting for the 2022-2023 Board of Directors; establishing a repealing clause; and establishing an effective date. (Submitted by: Ann Franklin, City Secretary)
- 12D. Consider action to approve Resolution No. R-2021-115 of the City Council of the City of Bastrop, Texas, calling for and establishing the procedures for a January 29, 2021, Special Election for Bastrop, Texas; and providing an effective date. (Submitted by: Ann Franklin, City Secretary)
- 12E. Consider action to approve Resolution No. R-2021-125 of the City Council of the City of Bastrop, Texas, approving a contract for election services between the Elections Administrator of Bastrop County and the City of Bastrop for the January 29, 2021, Special Election for Bastrop, Texas, attached as Exhibit A; authorizing the City Manager to execute all necessary documents; and providing an effective date. (Submitted by: Ann Franklin, City Secretary)
- 12F. Hold public hearing and consider action to approve on first and second readings Ordinance No. 2021-18, amending Ordinance No. 2015-14, Pecan Park Commercial Planned Development, for 66.494 acres of land out of the Nancy Blakey Survey, Abstract No. 98, located south of State Highway 71, east of Orchard Parkway, west of Hasler Boulevard, located within the City of Bastrop, as shown in Exhibit A, providing for findings of fact, adoption, repealer, severability, and enforcement; establishing an effective date; and proper notice and meeting. (Submitted by: Allison Land, Senior Planner)
- 12G. Hold public hearing and consider action to approve the first reading of Ordinance No. 2021-17 adopting the 2022 Annual Schedule of Uniform Submittal Dates, per Bastrop Building Block (B<sup>3</sup>) Code Section 2.3.004 Annual Adoption of Schedule of Uniform Submittal Dates for Site Plans and Place Type Zoning Changes, and Bastrop Building Block (B<sup>3</sup>) Technical Manual Section 1.2.002 Uniform Submittal Dates, as shown in Exhibit A, establishing a repealing clause, providing severability, and providing an effective date, and move to include on the January 11, 2022, Consent Agenda for second reading. (Submitted by: Allison Land, Senior Planner)
- 12H. Consider action to approve Resolution No. R-2021-122 of the City Council of the City of Bastrop, Texas, approving two professional engineering services contracts with Kimley-Horn and Associates, Inc. to the Agnes Street Extension project to a not to exceed total combined amount of five hundred thousand dollars (\$500,000); authorizing the City Manager to execute all necessary documents; providing for a repealing clause; and establishing an effective date. (Submitted by: Fabiola de Carvalho, MIAM, Director of Engineering and Capital Project Management)

- 12I. Consider action to approve the second reading of Resolution No. R-2021-108 of the City Council of the City of Bastrop, Texas, approving the expenditure of Bastrop Economic Development Corporation funds for an Infrastructure Project in an amount not to exceed One Million and 00/100 Dollars (\$1,000,000.00); repealing all resolutions in conflict; and providing an effective date. (Submitted by: Genora Young, BEDC Interim Executive Director)
- 12J. Consider action to approve Resolution No. R-2021-123 of the City Council of the City of Bastrop, Texas, approving a professional engineering services contract with Kimley-Horn for the Business and Industrial Park Improvements project to a not to exceed amount of three hundred thousand dollars (\$300,000).; authorizing the City Manager to execute all necessary documents; providing for a repealing clause; and establishing an effective date. (Submitted by: Fabiola de Carvalho, MIAM, Director of Engineering and Capital Project Management)
- 12K. Consider action to approve the first reading of Resolution No. R-2021-112 of the City Council of the City of Bastrop, Texas, approving a Project with Coltzin, LLC, in the amount of Two Hundred Thirty-Three Thousand, Nine Hundred Thirty-Four Dollars and 62/100 (\$233,934.62) for the project; providing an effective date; and move to include on the January 11, 2022, Consent Agenda for second reading. (Submitted by: Genora Young, BEDC Interim Executive Director)
- 12L. Consider action to approve the first reading of Resolution No. R-2021-113 of the City Council of the City of Bastrop, Texas, approving a Project with TA Bastrop, LLC, in the amount of Three Hundred Thousand Dollars (\$300,000.00) for the project; providing an effective date; and move to include on the January 11, 2022, Consent Agenda for second reading. (Submitted by: Genora Young, BEDC Interim Executive Director)
- 12M. Consider action to approve the first reading of Ordinance No. 2021-20 of the City Council of the City of Bastrop, Texas, designating and recognizing an area, that being approximately 546 acres located at 1240 Lover's Lane, in the extraterritorial jurisdiction of Bastrop, Texas, as a media production development zone; and authorizing the City Manager to execute all necessary documents; providing for a repealing clause and establishing an effective date; and move to include on the January 11, 2022, Consent Agenda for second reading. (Submitted by: Tracy Waldron, Chief Financial Officer)
- 12N. Consider action to approve the first reading of Ordinance No. 2021-19 of the City Council of the City of Bastrop, Texas nominating an area, that being approximately 546 acres located at 1240 Lovers Lane, in the extraterritorial jurisdiction of Bastrop Texas, for State of Texas designation as a media production development zone; and authorizing the City Manager to execute all necessary documents; providing for a repealing clause and establishing an effective date; and move to include on the January 11, 2022, Consent Agenda for second reading. (Submitted by: Tracy Waldron, Chief Financial Officer)
- 12O. Consider action to approve the first reading of Ordinance No. 2021-21 of the City Council of the City of Bastrop, Texas, amending the budget for the Fiscal Year 2022 in accordance with existing statutory requirements; appropriating the various amounts herein as attached in Exhibit A; repealing all prior ordinances and actions in conflict herewith; establishing an effective date, and move to include on the January 11, 2022, City Council agenda for a second reading. (Submitted by: Tracy Waldron, Chief Financial Officer)

- 12P. Consider action to approve Resolution No. R-2021-128 of the City Council of the City of Bastrop, Texas authoring the City Manager to enter into a Memorandum of Agreement with Austin Community College to offer consulting or training courses at 1302 Chestnut Street, Bastrop Tx attached as Exhibit A; providing for a repealing clause; and establishing an effective date. (Submitted by: Trey Job, Assistant City Manager)

### 13. 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](http://www.cityofbastrop.org) and said Notice was posted on the following date and time: Thursday, December 9, 2021 at 3:30 p.m. and remained posted for at least two hours after said meeting was convened.

  
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Ann Franklin, City Secretary