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ELGIN CITY CITY COUNCIL MINUTES

February 4, 2025

6:30 PM

CALL TO ORDER

Mayor McShan called the meeting to order at 6:30 p.m.

ROLL CALL

Mayor McShan called roll call. Council Member Gibson was absent. Council Member Love made a motion to excuse his absence. Council Member Casnovsky seconded the motion. All voted in favor. The motion carried.

Present:

Theresa Y. McShan, Mayor
Joy Casnovsky, Council Member Ward 1
YaLecia Love, Council Member Ward 2
Chuck Swain, Council Member Ward 2
Matthew Callahan, Council Member Ward 3
Al Rodriguez, Council Member Ward 3
Forest L. Dennis, Council Member Ward 4
Sue Brashar, Mayor Pro Tem Ward 4

Absent:

Arthur Gibson III, Council Member Ward 1

Staff:

Isaac Turner, Interm City Manager
Peyton Standifer, City Secretary
Beau Perry, Development Services Director/ City Engineer
Mark Schroeder, City Attorney
Sonia Browder, Media Specialist
Michael Gonzalez, Public Works Director
Kristina Alvarez, Main Street Manager
Pam Sanders, HR Director
Owen Rock, EDC Director
Esmeralda Rangel, Assistant City Secretary
Todd Johnson, Police Commander
Melissa Lipiec, Development Services Planning Tech

INVOCATION

Council Member Dennis provided the invocation.

PLEDGE OF ALLEGIANCE

Mayor McShan led those in attendance in reciting the Pledge of Allegiance to the Flag of the United States and the Pledge of Allegiance to the Texas Flag.

PUBLIC HEARING

1. **PUBLIC HEARING ON AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF ELGIN, TEXAS ADOPTED IN CHAPTER 46, SECTION 46-3, REVISED CODE OF ORDINANCES CITY OF ELGIN, TEXAS, 2013 AND MAKING THIS AMENDMENT A PART OF SAID ZONING MAP TO WIT: TO REZONE FROM "C-3" HIGHWAY COMMERCIAL DISTRICT TO "I" GENERAL INDUSTRIAL DISTRICT A PORTION OF LAND LOCATED ON A PARCEL KNOWN BY THE BASTROP COUNTY APPRAISAL DISTRICT AS PARCEL 15336 (CORLIN SUBDIVISION, LOT 3, ACRES 2.4620) AND A PORTION OF LAND LOCATED ON A PARCEL KNOWN BY THE BASTROP COUNTY APPRAISAL DISTRICT AS PARCEL 87879 (CORLIN SUBDIVISION, LOT 2, ACRES 2.0000) LOCATED ON THE WEST SIDE OF NORTH HIGHWAY 95 AND NORTH OF MOGONYE LANE, BEING MORE DESCRIBED IN EXHIBIT "A", AND PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES AND RESOLUTIONS.**

Mayor McShan read the public hearing caption.

No one in attendance wished to speak on the item.

2. **PUBLIC HEARING ON AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF ELGIN, TEXAS ADOPTED IN CHAPTER 46, SECTION 46-3, REVISED CODE OF ORDINANCES CITY OF ELGIN, TEXAS, 2013 AND MAKING THIS AMENDMENT A PART OF SAID ZONING MAP TO WIT: TO REZONE FROM "I" GENERAL INDUSTRIAL DISTRICT TO "C-2" GENERAL COMMERCIAL DISTRICT LOCATED ON A PARCEL OF LAND KNOWN BY THE BASTROP COUNTY APPRAISAL DISTRICT AS PARCEL 84627 (ELGIN BUSINESS PARK, LOT 2, ACRES 0.9960) BEING DESCRIBED IN EXHIBIT "A", ATTACHED HERETO AND PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES AND RESOLUTIONS.**

Mayor McShan read the public hearing caption.

No one in attendance wished to speak on the item.

PUBLIC COMMENT

There were no public comments.

CITY MANAGERS REPORT

1. **Planning and Zoning Commission Quarterly Report**

Mr. Perry stated that the council can review the report at their convenience and reach out directly if they have additional questions.

2. **Public Safety Advisory Committee Quarterly Report**

Mr. Perry stated that the council can review the report at their convenience and reach out directly if they have additional questions.

3. **Economic Development Corporation Board Quarterly Report**

Mr. Perry stated that the council can review the report at their convenience and reach out directly if they have additional questions.

4. Parks Advisory Quarterly Report

Mr. Perry stated that the council can review the report at their convenience and reach out directly if they have additional questions.

5. Parks Advisory Quarterly Report #2

Mr. Perry stated that the council can review the report at their convenience and reach out directly if they have additional questions.

6. Expansion of County Line Road with acquired Right of Way from Elgin ISD

Mr. Perry stated that this was to keep the Council aware that there was a portion of the property that the ISD had donated and that would continue at the cross-section of the roadway that will allow for a layout of a three-lane road in the South direction and two lanes in the North direction along County Line Road. Council Member Dennis had some questions about the cost. Mr. Perry clarified that the cost would be mostly covered by grants and donations from developers.

7. CenterPoint Energy Transportation Service Rate Schedule No. T-93

Mr. Perry stated that this was a previous agenda item and that this served as a notification required by state law from CenterPoint.

CONSENT AGENDA

1. A RESOLUTION OF THE CITY OF ELGIN, TEXAS, ACKNOWLEDGING THE INTERIM CITY MANAGER'S EXECUTION OF THE PAYMENT APPLICATION WITH BAIRD/WILLIAMS CONSTRUCTION, LTD RELATED TO THE ELGIN POLICE DEPARTMENT STATION PROJECT; AND MAKING CERTAIN FINDINGS RELATED THERETO.

Mr. Perry provided a brief update on the progress of the Elgin Police Department Police Station. The resolution was approved on the consent agenda.

2. A RESOLUTION OF THE CITY OF ELGIN, TEXAS, ACKNOWLEDGING THE INTERIM CITY MANAGER'S EXECUTION OF THE PAYMENT APPLICATION WITH BAIRD/WILLIAMS CONSTRUCTION, LTD RELATED TO THE ELGIN POLICE DEPARTMENT STATION PROJECT; AND MAKING CERTAIN FINDINGS RELATED THERETO.

Mr. Perry provided a brief update on the progress of the Elgin Police Department Police Station. The resolution was approved on the consent agenda.

3. A RESOLUTION OF THE CITY OF ELGIN, TEXAS, ACKNOWLEDGING THE INTERIM CITY MANAGER'S EXECUTION OF THE PAYMENT APPLICATION WITH BAIRD/WILLIAMS CONSTRUCTION, LTD RELATED TO THE ELGIN POLICE DEPARTMENT STATION PROJECT; AND MAKING CERTAIN FINDINGS RELATED THERETO.

Mr. Perry provided a brief update on the progress of the Elgin Police Department Police Station. The resolution was approved on the consent agenda.

4. A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE INTERIM CITY MANAGER TO EXECUTE CHANGE ORDER FOR THE ROY RIVERS PROJECT PHASE IV ADDITIONAL ENGINEERING SERVICES, AND MAKING CERTAIN FINDINGS RELATED THERETO.

The resolution was approved on the consent agenda.

5. **A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE INTERIM CITY MANAGER TO EXECUTE PAY ESTIMATE NO.2 FOR THE ROY RIVERS PROJECTS PHASE IV FOR ATLAS CONSTRUCTION CORP.; AND MAKING CERTAIN FINDING RELATED THERETO.**

The resolution was approved on the consent agenda.

6. **A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE MAYOR TO EXECUTE PAY APPLICATION No. 36 FOR THE WASTEWATER PLANT EXPANSION PROJECT, AND MAKING CERTAIN FINDINGS RELATED THERETO.**

The resolution was approved on the consent agenda.

7. **A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH TRC ENGINEERS FOR ENGINEERING SERVICES RELATED TO THE SAFE ROUTES TO SCHOOL PROJECT, AND MAKING CERTAIN FINDINGS RELATED THERETO.**

The resolution was approved on the consent agenda.

8. **A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE MAYOR TO EXECUTE CHANGE ORDER 16 FOR THE WASTEWATER PLANT EXPANSION PROJECT, AND MAKING CERTAIN FINDINGS RELATED THERETO.**

The resolution was approved on the consent agenda.

9. **A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE INTERIM CITY MANAGER TO EXECUTE CHANGE ORDER 5 FOR THE ELGIN POLICE DEPARTMENT STATION PROJECT, AND MAKING CERTAIN FINDINGS RELATED THERETO.**

Mr. Perry provided a brief update on the progress of the Elgin Police Department Police Station. The resolution was approved on the consent agenda.

10. **Planning and Zoning Commission Board Member Appointment**

The appointment was approved on the consent agenda.

11. **City Council Work Session Meeting Minutes - August 27, 2024**

The meeting minutes were approved on the consent agenda.

12. **City Council Regular Meeting Minutes - September 17, 2024**

The meeting minutes were approved on the consent agenda.

13. **City Council Work Session Meeting Minutes - September 24, 2024**

The meeting minutes were approved on the consent agenda.

14. **City Council Special Meeting Minutes - September 26, 2024**

The meeting minutes were approved on the consent agenda.

15. **City Council Regular Meeting Minutes - January 7, 2025**

The meeting minutes were approved on the consent agenda.

Mayor Pro Tem Brashar made a motion to approve all 15 consent agenda items. Council Member Dennis seconded the motion. All voted in favor. The motion carried.

NEW BUSINESS

1. **AN ORDINANCE OF THE CITY OF ELGIN, TEXAS, CALLING A GENERAL ELECTION ON MAY 3, 2025, FOR THE PURPOSE OF ELECTING CERTAIN CITY OFFICIALS:**

DESIGNATING ELECTION PRECINCTS AND POLLING PLACES; PROVIDING FOR EARLY VOTING AND ELECTION DAY VOTING; PROVIDING FOR PERFORMANCE OF REQUIRED ADMINISTRATIVE DUTIES; MAKING PROVISIONS FOR THE CONDUCT OF SUCH ELECTION; CERTIFYING PROVISION OF REQUIRED ACCESSIBLE VOTING SYSTEMS AT EACH POLLING PLACE; AND PROVIDING FOR OTHER MATTERS RELATING TO SUCH CITY ELECTION

Mayor McShan read the ordinance caption. Council Member Casnovsky inquired about the building changing from the Elgin Rec Center to a Bastrop County building. Mr. Perry stated that the location changed because in the past voting would conflict with the programs occurring in the Rec Center. Bastrop County has decided to relocate the polling location to the county building, which will be remodeled before the May election. The Council also stated that they would like the City to notify citizens about the change in voting locations, such as putting notice on the City website, social meeting profiles, or on the water bill starting around mid-March or two weeks before early voting.

Mayor Pro Tem Brashar made a motion to approve the ordinance. Ms. Love seconded the motion. All voted in favor. The motion carried.

2. **AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF ELGIN, TEXAS ADOPTED IN CHAPTER 46, SECTION 46-3, REVISED CODE OF ORDINANCES CITY OF ELGIN, TEXAS, 2013 AND MAKING THIS AMENDMENT A PART OF SAID ZONING MAP TO WIT: TO REZONE FROM "C-3" HIGHWAY COMMERCIAL DISTRICT TO "I" GENERAL INDUSTRIAL DISTRICT A PORTION OF LAND LOCATED ON A PARCEL KNOWN BY THE BASTROP COUNTY APPRAISAL DISTRICT AS PARCEL 15336 (CORLIN SUBDIVISION, LOT 3, ACRES 2.4620) AND A PORTION OF LAND LOCATED ON A PARCEL KNOWN BY THE BASTROP COUNTY APPRAISAL DISTRICT AS PARCEL 87879 (CORLIN SUBDIVISION, LOT 2, ACRES 2.0000) LOCATED ON THE WEST SIDE OF NORTH HIGHWAY 95 AND NORTH OF MOGONYE LANE, BEING MORE DESCRIBED IN EXHIBIT "A", AND PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES AND RESOLUTIONS.**

Mr. Perry stated that this ordinance was recommended by the Planning and Zoning Commission. This was a unique situation where there were multiple zoning on one property. The owner is looking to expand and went through the process with the Planning and Zoning Commission and staff to change the zoning from commercial to industrial. Additionally, the owner has indicated their intention to combine all parts of the property into one singular tract of land.

Council Member Casnovsky made a motion to approve the ordinance. Mayor Pro Tem Brashar seconded the motion. All voted in favor. The motion carried.

3. **AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF ELGIN, TEXAS ADOPTED IN CHAPTER 46, SECTION 46-3, REVISED CODE OF ORDINANCES CITY OF ELGIN, TEXAS, 2013 AND MAKING THIS AMENDMENT A PART OF SAID ZONING MAP TO WIT: TO REZONE FROM "I" GENERAL INDUSTRIAL DISTRICT TO "C-2" GENERAL COMMERCIAL DISTRICT LOCATED ON A PARCEL OF LAND KNOWN BY THE BASTROP COUNTY APPRAISAL DISTRICT AS PARCEL 84627 (ELGIN BUSINESS PARK, LOT 2, ACRES 0.9960) BEING DESCRIBED IN EXHIBIT "A", ATTACHED HERETO AND PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES AND RESOLUTIONS.**

Mr. Perry stated that this was a reversal of zoning for a parcel of land from industrial to commercial. This land is in the Economic Development Corporation Business Park and has

been vacant for around 20 years. The owner would like the land to be zoned commercial, and the Planning and Zoning Commission recommended the reversal. The reversal of the zoning will allow the owner to build a commercial business. Council Member Casnovsky questioned the need to reverse the zoning, and the future impact for businesses at that location.

Mayor Pro Tem Brahar made a motion to approve the ordinance. Mr. Rodriguez seconded the motion. All voted in favor. The motion carried.

4. Discussion to take possible action regarding search process for city manager.

Mr. Turner stated that the City Council have been provided with the names of four firms in Group A taken from the Texas City Managers website. Council will communicate their preference of search firms or questions with Mr. Turner and the Mayor.

No formal action was taken by the City Council. This item will return to the next City Council meeting.

5. Discussion And Possible Direction To Staff Regarding The Distribution Of Community Non-Profit Support Funding As Included In The FY2024-2025 Annual Operating Budget

Mayor Pro Tem Brahar suggested that the remaining funds of \$2,787.50 be split in half and awarded to Elgin Cares and the Community Cupboard. The City Council Agreed. Council Member Casnovsky suggested that next year there should be categories such as food, art, etc to make the selection process less challenging.

Mayor Pro Tem Brashar made a motion to approve the average listed amounts and award an additional \$1,393.75 to Elgin Cares and Elgin Community Cupboard. Ms. Love seconded the motion. All voted in favor. The motion carried.

6. Charter Review Process Update

Mark Schroeder, City Attorney, presented in place of Mr. Charlie Zech. The presentation highlighted a few discrepancies found within the City Charter that did not align with Texas State Law. Mr. Schroeder stated that there weren't any major errors but recommends the errors be cleaned up during this review process. After the presentation, he stated that the following steps would be to have the legal team draft some charter amendments, review them, have them out for the election season, to finally go to the voters.

No formal action was taken by Council.

7. Council Members To Appoint Representatives for the Charter Review Committee

Mayor Pro Tem Brashar made a motion to approve Noble Smith, Brian Lundgren, Debbie Wahrmond, Dr. Jana Rueter, Tiffany Miller, Anna Rau, Darren Magonye, Roger Adams, and Jessica Jaimes to serve on the City of Elgin Charter Review Committee. Council Member Dennis seconded the motion. All voted in favor. The motion carried.

8. Direction to Staff Regarding the Police Pay Scale 2025

Pam Sanders, Human Resources Director, stated that this was a four percent increase to align the commissioned staff pay scales with the Cost of Living Increase that all staff received. Mayor Pro Tem Brashar stated that the police pay scales were created before COLA was implemented and was used to increase the City's competitiveness in recruiting. Mr. Perry clarified that this would allow commissioned staff to receive the same increase in pay that City employees received, and would not decrease their pay when they progressed

up a step.

Mr. Rodriguez made a motion to approve the police pay scale. Mr. Swain seconded the motion. All voted in favor. The motion carried.

9. Bastrop County Advisory Board of Health Appointment

Mayor McShan stated that there was only one application submitted and the applicant was appointed. Mr. Perry asked Council to formally adopt the appointment of Roger W. Adams.

Council Member Dennis made a motion to appoint Mr. Roger W. Adams. Mayor Pro Tem Brashar seconded the motion. All voted in favor.

EXECUTIVE SESSION

1. Section 551.074, Texas Government Code, to discuss Interim City Manager assignments and duties.

The City Council adjourned into executive session at 7:34 p.m.

Council Member Casnovsky made a motion to have the Interim City Manager set up meetings for strategic planning with staff. Council Member Love seconded the motion. All voted in favor. The motion carried.

RECONVENE

The City Council reconvened into open session at 8:13 p.m.

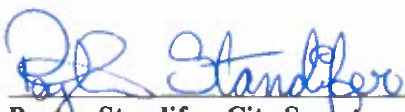
ANNOUNCEMENTS

Kristina Alvarez, Main Street Manager, announced that Cutbirth Dental's grand opening would take place on Thursday, with a neon sign lighting ceremony at 6:00 PM. The Farmers Market will also be held on Thursday, with Sip, Shop, and Stroll. Additionally, the Chamber of Commerce is set to hold their ribbon-cutting ceremony next Thursday at 6 PM at their new building. Ms. Alvarez also mentioned that Music in the Park will be every Friday during April and May. Mayor McShan recognized February as Black History Month and presented a proclamation for National African American Black History Month. Mayor Pro Tem Brashar provided information about Project Celebration. Council Member Love shared that a combined Ward 1 and 2 meeting would be held on February 15th. Lastly, Mr. Perry announced that this would be his final time on the dais as Mr. Turner would be taking over as Interim City Manager.

ADJOURNMENT

Mayor McShan adjourned the meeting at 8:19 p.m.

ATTEST:


Peyton Standifer, City Secretary


Theresa Y. McShan, Mayor

Sue Brashar, Mayor Pro Tem

