



perfectly situated...

ELGIN CITY CITY COUNCIL MINUTES

February 18, 2025

6:30 PM

CALL TO ORDER

Mayor Pro Tem Brashar called the meeting to order at 6:30 p.m.

ROLL CALL

Mayor Pro Tem Brashar called roll call. Council Member Al Rodriguez and Mayor McShan were absent. Council Member Dennis made a motion to excuse their absences. Council Member Callahan seconded the motion. All voted in favor. The motion carried.

Present:

Arthur Gibson III, Council Member Ward 1
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:

Theresa Y. McShan, Mayor
Al Rodriguez, Council Member Ward 3

Staff:

Isaac Turner, Interm City Manager
Peyton Standifer, City Secretary
Chris Noble, Chief of Police
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
Heather Fowler, Library Services Manager
Elizabeth Marzec, Recreation Program Manager
Amy Miller, Community Services Director
Jon Paul Fritz, Police Officer

Presenter:

Veronica Seever, Elgin Chamber of Commerce

Chief Noble provided a brief update on Mayor McShan's illness.

INVOCATION

Mayor Pro Tem Brashar provided the invocation.

PLEDGE OF ALLEGIANCE

Mayor Pro Tem Brashar 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 ANNEXING ADJACENT AND CONTIGUOUS TERRITORY TO THE CITY OF ELGIN, TEXAS, TO WIT: BEING A 4.909 ACRE TRACT OF LAND, MORE OR LESS, LYING IN AND BEING SITUATED OUT OF THE ELIZABETH STANDIFER SURVEY, ABSTRACT NO. 59, IN BASTROP COUNTY, TEXAS (BASTROP CO. APPRAISAL DISTRICT PARCEL NUMBER 99528), INCLUDING ADJACENT RIGHT-OF-WAY AND PORTION OF SWENSON BOULEVARD AND BEING FULLY DESCRIBED IN EXHIBIT "A", ATTACHED HERETO; AND PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES AND RESOLUTIONS. (PERRY)**

Mayor Pro Tem Brashar read the public hearing caption at 6:33 P.M. No in attendance wished to speak on the item.

2. **AN ORDINANCE ANNEXING ADJACENT AND CONTIGUOUS TERRITORY TO THE CITY OF ELGIN, TEXAS, TO WIT: BEING A 23.914 ACRE TRACT OF LAND, MORE OR LESS, LYING IN AND BEING SITUATED OUT OF THE ELIZABETH STANDIFER SURVEY, ABSTRACT NO. 59, IN BASTROP COUNTY, TEXAS (BASTROP CO. APPRAISAL DISTRICT PARCEL NUMBER 39675), AND BEING FULLY DESCRIBED IN EXHIBIT "A", ATTACHED HERETO; AND PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES AND RESOLUTIONS. (PERRY)**

Mayor Pro Tem Brashar read the public hearing caption at 6:34 P.M. No in attendance wished to speak on the item.

3. **PUBLIC HEARING ON AN ORDINANCE AMENDING THE OFFICIAL 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 OFFICIAL ZONING MAP, TO WIT: TO REZONE TO "PDD", PLANNED DEVELOPMENT DISTRICT THE PROPERTIES KNOWN BY BASTROP COUNTY APPRAISAL DISTRICT AS PARCEL NUMBERS 39675 AND 99528, TOTALING 28.823 ACRES, MORE OR LESS, OUT OF THE ELIZABETH STANDIFER SURVEY, ABSTRACT 59, IN BASTROP COUNTY, TEXAS, SAID TRACTS BEING MORE DESCRIBED IN EXHIBITS "A" AND "B"; AND PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES AND RESOLUTIONS. (PERRY)**

Mayor Pro Tem Brashar read the public hearing caption at 6:35 P.M. No in attendance wished to speak on the item.

PUBLIC COMMENT

Krista Lee Marx, Elgin Relay for Life, thanked the City Council for their support and the community's life. It has been ongoing in the City of Elgin for 20 years.

PRESENTATION

1. Chamber of Commerce Annual Report to Council (Veronica Seever)

Veronica Seever, Elgin Chamber of Commerce, provided the annual update to the Elgin City Council on the events and progress made at the Chamber of Commerce.

CITY MANAGERS REPORT

Peyton Standifer, City Secretary, spoke to the Council about calling a special meeting to certify the two unopposed candidates and canceling the election for Wards 1 and 2.

Isaac Turner, Interim City Manager, asked the council to provide dates that they would be available for the Strategic Planning Session.

1. Discussion of FY 26 Budget Calendar and Guidelines (Turner/Sanders)

Isaac Turner, Interim City Manager, and Pam Sander, Human Resources Director, spoke to the Council about a new budget calendar, which will present the budget a month earlier. Mr. Turner asked Council to provide any suggestions if they have them. Mrs. Sanders gave a brief overview of the new budget calendar. Mr. Turner and Mrs. Sanders answered questions from the Council.

CONSENT AGENDA

- 1. CONSIDER REQUEST TO WAIVE OPEN CONTAINER FOR MUSIC IN THE PARK EVERY FRIDAY IN APRIL AND MAY IN VETERANS MEMORIAL PARK AND ON DEPOT STREET FROM MAIN STREET TO AVE A FROM 5:30PM to 10:00PM. (MILLER)**
This was approved as part of the consent agenda.

- 2. CONSIDER REQUEST TO CLOSE 200 BLOCK OF DEPOT STREET FOR MUSIC IN THE PARK EVERY FRIDAY IN APRIL AND MAY IN VETERANS MEMORIAL PARK AND ON DEPOT STREET FROM 12:00PM to 10:00PM. (MILLER)**
This was approved as part of the consent agenda.

- 3. CONSIDER REQUEST TO WAIVE OPEN CONTAINER REQUIREMENT FOR ELGIN MUSIC FESTIVAL THURSDAY, APRIL 10TH FROM 4:00PM TO 10:00PM AND SATURDAY, APRIL 12TH FROM 10:00 AM TO 10:00PM IN VETERANS MEMORIAL PARK AND ON DEPOT STREET. (MILLER)**
This was approved as part of the consent agenda.

- 4. CONSIDER REQUEST TO CLOSE 200 BLOCK OF DEPOT STREET FROM NOON TO 10:00PM FOR ELGIN RELAY FOR LIFE SATURDAY APRIL 26, 2025. (MILLER)**
This was approved as part of the consent agenda.

- 5. CONSIDER REQUEST TO WAIVE FEES FOR ELGIN RELAY FOR LIFE SATURDAY, APRIL 26, 2025. (MILLER)**
This was approved as part of the consent agenda.

- 6. CONSIDER REQUEST TO WAIVE FEES FOR THE ELGIN MUSIC FESTIVAL ON JUNE 10-12, 2025. (MILLER)**
This was approved as part of the consent agenda.

- 7. CONSIDER REQUEST TO CLOSE STREETS FOR THE JUNETEENTH FESTIVAL STREET DANCE FRIDAY, JUNE 13 ON DEPOT STREET AND FOR THE JUNETEENTH PARADE ON SATURDAY, JUNE 14, 2025. (MILLER)**
This was approved as part of the consent agenda.
- 8. CONSIDER REQUEST TO WAIVE FEES FOR THE JUNETEENTH FESTIVAL, STREET DANCE, AND PARADE ON JUNE 13-14, 2025. (MILLER)**
This was approved as part of the consent agenda.
- 9. CONSIDER REQUEST TO WAIVE OPEN CONTAINER REQUIREMENT FOR THE JUNETEENTH STREET DANCE FRIDAY JUNE 13, 2025 FROM 6:00 P.M. TO MIDNIGHT, AND FOR JUNETEENTH FESTIVAL AND PARADE ON JUNE 14, 2025 FROM 8:00 A.M. TO 6:00 P.M. IN THE 100 AND 200 BLOCKS OF DEPOT STREET AND CENTRAL AVENUE, AVENUE C TO BRENHAM STREET, AND VETERANS MEMORIAL PARK. (MILLER)**
This was approved as part of the consent agenda.
- 10. CONSIDER REQUEST TO CLOSE STREETS FOR THE WESTERN DAYS PARADE ON SATURDAY, JUNE 28, 2025. (MILLER)**
This was approved as part of the consent agenda.
- 11. CONSIDER REQUEST TO WAIVE FEES FOR THE WESTERN DAYS FESTIVAL & PARADE ON SATURDAY, JUNE 28, 2025. (MILLER)**
This was approved as part of the consent agenda.
- 12. CONSIDER REQUEST TO WAIVE OPEN CONTAINER REQUIREMENT FOR WESTERN DAYS THURSDAY, JUNE 26 FROM 5:00PM TO 10:00PM AND SATURDAY, JUNE 28 FROM 9:00AM TO 5:00PM IN ELGIN MEMORIAL PARK. (MILLER)**
This was approved as part of the consent agenda.
- 13. CONSIDER REQUEST TO CLOSE DEPOT STREET FROM MAIN STREET TO AVENUE B FROM 2:00 PM TO 10:00 PM ON SATURDAY NOVEMBER 1, 2025 FOR DIA DE LOS MUERTOS AND TO CLOSE MAIN STREET FROM LEXINGTON TO DEPOT STREET FOR DIA DE LOS MUERTOS PARADE FROM 6:00 PM TO 7:00 PM ON SATURDAY NOVEMBER 1, 2025. (MILLER)**
This was approved as part of the consent agenda.
- 14. CONSIDER WAIVING THE OPEN CONTAINER ORDINANCE ON MAIN STREET FROM LEXINGTON ROAD TO BRENHAM STREET; AND ON 2ND STREET, FIRST STREET, DEPOT STREET, CENTRAL AVENUE, AUSTIN STREET, BRENHAM STREET FROM MAIN STREET TO AVENUE B; AND ON AVENUE C FROM BRENHAM STREET TO 2ND STREET ON SATURDAY NOVEMBER 1, 2025 FROM 5:00 PM TO 10:00 PM FOR DIA DE LOS MUERTOS. (MILLER)**
This was approved as part of the consent agenda.
- 15. CONSIDER REQUEST TO CLOSE STREETS FOR THE VETERANS APPRECIATION PARADE ON SATURDAY, NOVEMBER 8, 2025 (MILLER)**
This was approved as part of the consent agenda.
- 16. CONSIDER REQUEST TO WAIVE FEES FOR THE VETERANS APPRECIATION PARADE ON SATURDAY, NOVEMBER 8, 2025. (MILLER)**
This was approved as part of the consent agenda.

17. CONSIDER REQUEST TO CLOSE STREETS FOR THE ELGIN LIGHTED HOLIDAY PARADE SATURDAY, DECEMBER 6, 2025. (MILLER)

This was approved as part of the consent agenda.

18. A RESOLUTION OF THE CITY OF ELGIN, TEXAS AUTHORIZING THE CITY MANAGER TO EXECUTE ADDITIONAL SERVICES REQUEST NO. 01 FOR PROFESSIONAL LANDSCAPE SERVICES WITH STUDIO 1619 FOR VETERANS MEMORIAL PARK EXPANSION, AND MAKING CERTAIN FINDINGS RELATED THERETO. (PERRY)

This resolution was approved as part of the consent agenda.

19. A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE CHANGE PROPOSAL 26 FOR VETERANS MEMORIAL PARK EXPANSION, AND MAKING CERTAIN FINDINGS RELATED THERETO. (MILLER)

This resolution was approved as part of the consent agenda.

20. A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE PAY APPLICATION No. 3 FOR THE ROY RIVERS UTILITY EXPANSION PROJECT, AND MAKING CERTAIN FINDINGS RELATED THERETO. (GONZALEZ)

This resolution was approved as part of the consent agenda.

21. Planning and Zoning Board Member Appointment

This appointment was approved as part of the consent agenda.

22. City Council Regular Meeting Minutes - February 4, 2025

The minutes were approved as part of the consent agenda.

23. Economic Development Corporation Board of Directors Member Appointment

Mayor Pro Tem Brashar pulled this item. Council Member Dennis has requested to finish out his term until the election in May on the Economic Development Corporation Board. Council Member Swain motioned to table this item. Council Member Love seconded the motion. All voted in favor. The motion carried.

Council Member Love motioned to approve consent agenda items numbers 1 through 22. Council Member Casnovsky seconded the motion. All voted in favor. The motion carried. Council Member Casnovsky asked Kristina Alvarez, Elgin Main Street Manager, to explain briefly about the Depot District to launch April 1, 2025. Elizabeth Marzec, Recreation Programs Manager, briefly added to Mrs. Alvarez's comments.

NEW BUSINESS

1. Charge to Charter Review Committee (Schroeder)

Mark Schroeder, City Attorney, explained that the committee has been selected and approved with minor changes. Now Council will provide the Charter Review Committee their charge. Council Member Dennis motioned that Council will finalize their input by February 21st. Council Member Gibson seconded the motion. Mayor Pro Tem asked that Council copy the City Secretary on the emails in the event that the Mayor is out of commission. All voted in favor. The motion carried.

2. Discussion and possible action for search firms related to City Manager Search (Sanders)

Pam Sanders, Human Resources, provided a brief explanation and answered questions from Council. Isaac Turner, Interim City Manager, explained that staff could not make a

recommendation in regard to the City Manager search. SGR has recently been used by nearby cities for similar searches, and the cities have been satisfied. Council Member Dennis suggested the use of Affion for both the City Manager position and the Finance Director position.

Council Member Swain motioned to approve staff to contract with SGR for the City Manager search. Council Member Love seconded the motion. Council Member Callahan, Council Member Dennis, Council Member Love, Council Member Swain, and Mayor Pro Tem Brashar voted in favor. Council Member Casnovsky and Council Member Gibson voted in opposition. The vote was 5 in favor and 2 in opposition. The motion carried.

3. Discussion and possible action regarding the Executive Search Firm for Finance Director (Sanders)

Isaac Turner, Interim City Manager, recommended to Council the use of Affion for the Finance Director Search. Council Member Dennis motioned to follow the recommendation by the Interim City Manager. Council Member Swain seconded the motion. All voted in favor. The motion carried.

4. Discussion and possible action regarding the Executive Search Firm for Community Services Director (Sanders)

Isaac Turner, Interim City Manager, recommended to Council the use of SGR for the Community Services Director Search. Council Member Casnovsky motioned to approve staff to contact with SGR for the Community Services Director position. Council Member Love seconded the motion. All voted in favor. The motion carried.

5. AN ORDINANCE ANNEXING ADJACENT AND CONTIGUOUS TERRITORY TO THE CITY OF ELGIN, TEXAS, TO WIT: BEING A 4.909 ACRE TRACT OF LAND, MORE OR LESS, LYING IN AND BEING SITUATED OUT OF THE ELIZABETH STANDIFER SURVEY, ABSTRACT NO. 59, IN BASTROP COUNTY, TEXAS (BASTROP CO. APPRAISAL DISTRICT PARCEL NUMBER 99528), INCLUDING ADJACENT RIGHT-OF-WAY AND PORTION OF SWENSON BOULEVARD AND BEING FULLY DESCRIBED IN EXHIBIT "A", ATTACHED HERETO; AND PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES AND RESOLUTIONS. (PERRY)

Beau Perry, Planning and Development Director and City Engineer, briefly explained and answered questions from Council. Council Member Love question the charge for the land, and Mr. Perry assured her there was no payment required. Council Member Love motioned to approve the ordinance. Council Member Dennis seconded the motion. All voted in favor. The motion carried.

6. AN ORDINANCE ANNEXING ADJACENT AND CONTIGUOUS TERRITORY TO THE CITY OF ELGIN, TEXAS, TO WIT: BEING A 23.914 ACRE TRACT OF LAND, MORE OR LESS, LYING IN AND BEING SITUATED OUT OF THE ELIZABETH STANDIFER SURVEY, ABSTRACT NO. 59, IN BASTROP COUNTY, TEXAS (BASTROP CO. APPRAISAL DISTRICT PARCEL NUMBER 39675), AND BEING FULLY DESCRIBED IN EXHIBIT "A", ATTACHED HERETO; AND PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES AND RESOLUTIONS. (PERRY)

Beau Perry, Planning and Development Director and City Engineer, briefly explained and answered questions from Council. Mr. Perry explained that this is the sister tract to the tract from the previous agenda item and the development will cover 2 different tracts and requires 2 different annexations. Council Member Casnovsky motioned to approve the ordinance as written. Council Member Love seconded the motion. All voted in favor. The

motion carried.

- 7. AN ORDINANCE ASSIGNING NEWLY ANNEXED PROPERTIES TO CITY COUNCIL WARD AREA NO. 2; PROVIDING FOR A SEVERABILITY CLAUSE AND PROVIDING AN EFFECTIVE DATE; PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES OR RESOLUTIONS. (PERRY)**

Beau Perry, Planning and Development Director and City Engineer, briefly explained and answered questions from Council. Mr. Perry explained that this would assign the 2 newly annexed tracts to Ward 2. Council Member Casnovsky motioned to approve the ordinance as written. Council Member Love seconded the motion. All voted in favor. The motion carried.

- 8. AN ORDINANCE AMENDING THE OFFICIAL 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 OFFICIAL ZONING MAP, TO WIT: TO REZONE TO "PDD", PLANNED DEVELOPMENT DISTRICT THE PROPERTIES KNOWN BY BASTROP COUNTY APPRAISAL DISTRICT AS PARCEL NUMBERS 39675 AND 99528, TOTALING 28.823 ACRES, MORE OR LESS, OUT OF THE ELIZABETH STANDIFER SURVEY, ABSTRACT 59, IN BASTROP COUNTY, TEXAS, SAID TRACTS BEING MORE DESCRIBED IN EXHIBITS "A" AND "B"; AND PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES AND RESOLUTIONS. (PERRY)**

Beau Perry, Planning and Development Director and City Engineer, briefly explained and answered questions from Council. Mr. Perry explained that this will rezone the land for the Planned Development District, and this item has gone before the Planning and Zoning Commission. This item has been recommended by staff and the Planning and Zoning Commission.

Council Member Swain motioned to approve the ordinance. Council Member Love seconded the motion. All voted in favor. The motion carried.

- 9. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ELGIN, TEXAS, CONSENTING TO THE CREATION OF A DISTRICT TO BE KNOWN AS RIVERS MARKET PLACE MUNICIPAL MANAGEMENT DISTRICT (ROCK)**

Owen Rock, Economic Development Corporation Director, briefly explained, presented, and answered questions from Council. Mr. Rock explained that the City is simply consenting to the creation of the Municipal Management District. If the Development Agreement is not approved, then this consent is voided. Rick Rosenberg was invited by Mayor Pro Tem Brashar to comment on the creation of the MMD. Beau Perry, Planning and Development Director, answered Council Member Swain's question about the water supply.

Council Member Dennis motioned to approve the resolution. Council Member Gibson seconded the motion. All voted in favor. The motion carried.

- 10. A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE MAYOR TO EXECUTE A PROPOSAL FOR ENGINEERING SERVICES FOR PERMITTING AND REVIEW OF THE WASTEWATER PLANT II PROJECT, AND MAKING CERTAIN FINDINGS RELATED THERETO. (GONZALEZ)**

Michael Gonzalez, Public Works Director, briefly explained and answered questions from Council. Staff recommend using WGA for the review and permitting process for the Wastewater Treatment Plant, and WGA beginning immediately.

Council Member Casnovsky motioned to approve the resolution as written. Council Member Gibson seconded the motion. All voted in favor. The motion carried.

11. A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE MAYOR TO EXECUTE AN AGREEMENT WITH AQUA WATER SUPPLY CO. TO AMEND THE MASTER AGREEMENT FOR SERVICE AREA AND MAKING CERTAIN FINDINGS RELATED THERETO. (GONZALEZ)

Michael Gonzalez, Public Works Director, briefly explained and answered questions from Council. Mr. Gonzalez explained that this will transfer the CCN from Aqua Water to the City of Elgin.

Council Member Casnovsky motioned to approve as written. Council Member Love seconded the motion. All voted in favor. The motion carried.

ANNOUNCEMENTS

Heather Fowler, Library Services Manager, provided the announcements for Council. Avenue B from 2nd Street to Depot Street is under construction and there are detours. Beginning March 1st, the Elgin Public Library will kick off Read Across America in honor of Dr. Seuss' birthday.

EXECUTIVE SESSION

Mayor Pro Tem Brashar adjourned into Executive Session at 7:53 P.M.

1. In accordance with Texas Government Code, Chapter 551, the Council will convene into executive session, pursuant to Section 551.072, Tex. Gov't Code (Real Property): Discuss and consider the purchase of certain real property for the City of Elgin.
2. Section 551.074, Texas Government Code, to discuss Interim City Manager assignments and duties.

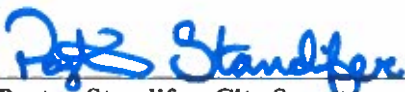
RECONVENE

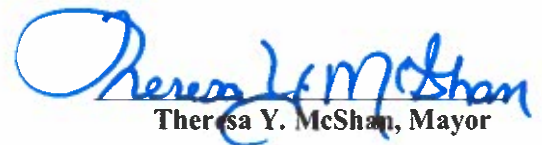
Mayor Pro Tem Brashar reconvened the meeting at 9:05 P.M. No action was taken.

ADJOURNMENT

Mayor Pro Tem Brashar adjourned the meeting at 9:06 P.M.

ATTEST:


Peyton Standifer, City Secretary


Theresa Y. McShan, Mayor