ELGIN CITY CITY COUNCIL MINUTES
March 4, 2025
6:30 PM

CALL TO ORDER
Mayor McShan called the meeting to order at 6:30PM.

ROLL CALL
Mayor McShan called roll call. Council Member Dennis was absent. Mayor Pro Tem Brashar motioned to excuse Council Member Dennis. Council Member Love seconded the motion. All voted in favor. The motion carried.

Present:
Theresa Y. McShan, Mayor
Joy Casnovsky, Council Member Ward 1
Arthur Gibson III, 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 Tern Ward 4

Absent:
Forest L. Dennis, Council Member Ward 4

Staff:
Isaac Turner, Interim City Manager
Peyton Standifer, City Secretary
Michael Gonzalez, Public Works Director
Chris Noble, Chief of Police
Stacey Osbourne, Acting Community Services Director
Beau Perry, Development Services Director/ City Engineer
Mark Schroeder, City Attorney
Pam Sanders, Human Resources Director
Sonia Browder, Media Specialist
Elizabeth Marzec, Recreation Program Manager
Esmeralda Rangel, Assistant City Secretary
Kristina Alverez, Main Street Manager
Heather Fowler, Library Services Manager
Bryan Heinrich, Police Officer

INVOCATION
Council Member Rodriguez 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 COMMENT
Tiffany St. Pierre, 18737 Golden Eagle Way, stated that she was running for City Council, and she was there to speak about the fire in Eagle's Landing. Ms. St. Pierre stated that the firefighters arrived to non-operable fire hydrants because the water was turned off.
Grace Perez, Program Coordinator for the Recreation Center, stated she was personally inviting the City Council to the free Spring Break activities the Elgin Rec Center is hosting.
Jay Howard, Texas Disposal Systems, stated that Texas Disposal Systems was interested in the City's contract for waste disposal and invited Council to see the facilities leading up to the RFP.

PRESENTATION

1. **PROCLAMATION DESIGNATING APRIL AS FAIR HOUSING MONTH (GRANT WORKS/SANDERS)**
   Mayor McShan read the proclamation. Alison Land, Grantworks, received the proclamation from Mayor McShan.

CITY MANAGERS REPORT

1. **Board of Adjustments Quarterly Report**
   Mr. Turner informed Council the report was attached to their packet, and staff can answer any questions they have. Council had no questions.

2. **Building Standards Commission Quarterly Report**
   Mr. Turner informed Council the report was attached to their packet, and staff can answer any questions they have. Council had no questions.

3. **Strategic Planning Session Schedule**
   Peyton Standifer, City Secretary, spoke to Council about coordinating a Strategic Planning Session. Council discussed the possible dates, and decided on March 29, 2025 with Council Member Swain to confirm with the City Secretary his availability.

4. **Introduction of Stacey Ford Osborne, Acting Director of Community Affairs Department.**
   Mr. Turner introduced Stacey Osbourne who is the Acting Director for Community Services. Ms. Osbourne gave Council a brief overview of her qualifications. Council thanked her for joining us.

CONSENT AGENDA

1. **Parks & Rec Advisory Board Member Appointment**
   This appointment was approved on the consent agenda.

2. **City Council Regular Meeting Minutes - February 18, 2025**
   These minutes were approved on the consent agenda.

3. **City Council Special Meeting Minutes - February 24, 2025**
   These minutes were approved on the consent agenda.

4. **DISCUSS, CONSIDER, AND ADOPT A RESOLUTION TO DESIGNATE AUTHORIZED SIGNATORIES FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT – MITIGATION PROGRAM (CDBG-MIT) PROGRAM FOR GLO STATE CONTRACT NUMBER 24-065-100-E832. (GRANT WORKS/SANDERS)**
   This resolution was approved on the consent agenda.

5. **A RESOLUTION BY THE CITY COUNCIL OF CITY OF ELGIN ADOPTING AND REAFFIRMING CIVIL RIGHTS PROCEDURES AND POLICIES PERTAINING TO THE COMMUNITY DEVELOPMENT BLOCK GRANT MITIGATION PROGRAM (CDBG-MIT) GENERAL LAND OFFICE (GLO) STATE CONTRACT NUMBER 24-065-100-E832. (GRANT WORKS/SANDERS)**
   This resolution was approved on the consent agenda.

6. **RESOLUTION AMENDING AN ADMINISTRATIVE SERVICES CONTRACT WITH GRANTWORKS, INC., RELATED TO CDBG MIT-MOD CONTRACT 24-065-100-E832. (GRANT WORKS/PERRY)**
   This resolution was approved on the consent agenda.

7. **A RESOLUTION OF THE CITY OF ELGIN, TEXAS AUTHORIZING THE CITY MANAGER TO EXECUTE PAY APPLICATION NO. 37 WITH CSA CONSTRUCTION FOR THE WASTEWATER TREATMENT PLANT EXPANSION PROJECT AND MAKING CERTAIN FINDINGS RELATED THERETO (GONZALEZ/PERRY)**
   This resolution was approved on the consent agenda.

8. **RESOLUTION AMENDING RESOLUTION 2024-01-09-10 TO REFLECT THE CORRECT DATE OF SELECTION AND CONTRACT EFFECTIVE DATE FOR TRC ENGINEERS, RELATED TO CDBG MIT-MOD CONTRACT 24-065-100-E832 (GRANT WORKS/PERRY)**
   This resolution was approved on the consent agenda.

9. **A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE CHANGE ORDER No. 1 FOR THE FY2023-2024 ANNUAL STREET RESURFACING PROGRAM; AND MAKING CERTAIN FINDINGS RELATED THERETO. (GONZALEZ)**
   This resolution was approved on the consent agenda.

10. **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ELGIN, TEXAS TO APPROVE A LETTER OF ENGAGEMENT WITH DEL CARMEN CONSULTING LLC., TO PROVIDE ANALYSIS OF RACIAL PROFILING DATA AND OTHER SERVICES AS REQUIRED TO THE ELGIN POLICE DEPARTMENT; AND TO AUTHORIZE THE INTERIM CITY MANAGER TO EXECUTE SAID LETTER OF ENGAGEMENT. (NOBLE)**
    This resolution was approved on the consent agenda.

    Council Member Rodriguez motioned to approve all 10 items on the consent agenda. Council Member Gibson seconded the motion. All voted in favor. The motion carried.

NEW BUSINESS

1. **Appointment of Two Representative on the Charter Review Committee**
   Mayor McShan read the item title. Council Member Love motioned to approve the

appointment. Council Member Gibson seconded the motion. All voted in favor. The motion carried.

2. **Charge to Charter Review Committee (Schroeder)**
Mark Schroeder, City Attorney, explained that the resolution charged the Charter Review Committee with a full review, both legal and policy review, of the Charter. The exhibit attached to the resolution contains the Council's requests to the committee to review certain items as well as the recommendations from the attorney. The committee will bring a full report back to council of their official recommendations for voters to consider. Council Member Casnovsky requested a timeline to be added to the resolution. Mr. Schreoder explained that the resolution could be approved with that addition. Council Member Casnovsky motioned to approve the resolution with the addition of a deadline that would allow for the Charter amendments to be placed on the November 2025 ballot. Council Member Love seconded the motion. All voted in favor. The motion carried.

3. **AUTHORIZING THE ACQUISITION OF CERTAIN PROPERTY INTERESTS BY AGREEMENT OR EMINENT DOMAIN (PERRY)**
Mayor McShan read the title of the item. Beau Perry, Planning and Development Director and City Engineer, explained that this was a resolution to authorize the City to utilize eminent domain for the extension of City sewer infrastructure. Mr. Perry answered questions from Council. Two offers have been made to the owners of the tracts of land based on the original appraisal and the City's appraisal. This is for a temporary easement and a permanent easement as an extension of the Elm Creek sewer project to allow for service to that area. The City will not own the property, but this will allow the City to use the space for this specific purpose. Mayor Pro Tem Brashar motioned that the City Council of the City of Elgin, Texas, authorize the use of the power of eminent domain to acquire the properties, as particularly described in the resolution under consideration, for the construction and operation of the Project described therein, specifically wastewater facilities, under and across those properties in Bastrop County, Texas. Mayor Pro Tem Brashar's motion included approval of the proposed resolution and intended that the record vote on this matter apply to all units of property to be condemned. Council Member Swain seconded the motion. Council Members Gibson, Casnovsky, Swain, Callahan, Rodriguez, Mayor Pro Tem Brashar and Mayor McShan voted in favor. Council Member Love voted not in favor because of her feelings about eminent domain. The motion carried.

ANNOUNCEMENTS

1. **Elgin Parks and Recreation Spring Break 2025**
Elizabeth Marzec, Recreation Program Manager, provided the announcements to Council about the Parks and Recreation department's Spring Break activities. Council Member Rodriguez invited everyone to attend the Wildcat Showcase on March 13, 2025.

EXECUTIVE SESSION

The City Council adjourned the meeting into Executive Session at 7:00 P.M.

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

RECONVENE

Mayor McShan reconvened the meeting into open session at 7:42 P.M. Mayor McShan read the item title for Executive Session. No action was taken. Mayor McShan thanked Mr. Turner for his work. Mr. Turner thanked staff for their work in releasing the agenda a day ahead of schedule.

Mayor McShan announced that the City of Elgin would be hosting the Region 10 TML Quarterly Meeting on March 27, 2025.

ADJOURNMENT
Mayor McShan adjourned the meeting at 7:42 P.M.

Theresa Y. McShan, Mayor

ATTEST:

Peyton Standifer, City Secretary