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ELGIN CITY CITY COUNCIL MINUTES

June 3, 2025

6:30 PM

CALL TO ORDER

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

ROLL CALL

Mayor McShan called role. Council Member Love motioned to excuse the absent Council members. Council Member Gibson seconded the motion. All voted in favor. The motion carried.

Present:

Theresa Y. McShan, Mayor
Arthur Gibson 111, Council Member Ward 1
Joy Casnovsky, Council Member Ward 1
Chuck Swain, Council Member Ward 2
Yalecia Love, Council Member Ward 2
Tiffany St. Pierre, Council Member Ward 3
Al Rodriguez, Council Member Ward 3
Liston Crim, Council Member Ward 4
Sue Brashar, Mayor Pro Tern, Ward 4

Staff:

Isaac Turner, Interim City Manager
Peyton Standifer, City Secretary
Michael Gonzalez, Public Works Director
Chris Noble, Chief of Police
Beau Perry, City Engineer & Development Services Director
Pamela Sanders, Human Resources Director
Kristina Alvarez, Main Street Manager
Heather Fowler, Library Services Manager
Esmeralda Rangel, Assistant City Secretary
Kaley Frye, Assistant Economic Development Director
Christopher Vigee, Police Officer

INVOCATION

Council Member Crim 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

Mayor McShan read the title of the item for the public hearing and called for speakers on the item.

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 "R-1" SINGLE FAMILY DWELLING DISTRICT TO "R-2" SINGLE-FAMILY AND DUPLEX DWELLING DISTRICT LOCATED ON A PARCEL OF LAND KNOWN BY THE TRAVIS COUNTY APPRAISAL DISTRICT AS PARCEL 248221 (ABS 345 SUR 53 HINES W ACR 10.0) BEING DESCRIBED IN EXHIBIT "A", ATTACHED HERETO AND PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES AND RESOLUTIONS.**

Diane Dungan (Smith), FM 1100, addressed the Council to express her displeasure with the potential zoning change proposed to the parcel. She is concerned with the lot size, flooding potential, and the road size.

PUBLIC COMMENT

Keith Simpson, Commissioner for Emergency Services District No. 3, provided an update to the Council on the services the ESD will provide, and the executed Interlocal Agreement with the City of Elgin. The ESD is working to get the Service Contract executed with the service provider.

ANNOUNCEMENTS

1. **Summer Reading Program in June and July at the Elgin Public Library**
Heather Fowler, Library Services Manager, provided the announcements to the Council.
2. **Dino Pottery Part 1 on June 11th From 5PM-7PM at the Elgin Recreation Center**
Heather Fowler, Library Services Manager, provided the announcements to the Council.
3. **Sip, Shop, and Stroll is Every 2nd Thursday of the Month in Downtown Elgin**
Heather Fowler, Library Services Manager, provided the announcements to the Council.
4. **Elgin's Juneteenth Street Dance Friday, June 13th From 8PM-12AM and Juneteenth Parade Saturday, June 14th From 10AM-4PM**
Heather Fowler, Library Services Manager, provided the announcements to the Council.
The Elgin Juneteenth Organization will be hosting a children's pageant as well as the street dance.
5. **Touch Grass Tuesday at the Elgin Public Library on June 17th From 5PM-7PM**
Heather Fowler, Library Services Manager, provided the announcements to the Council.
The fire department will be participating in this event as well.

Mayor McShan presented Council Member Love with her certificate from the Texas Municipal League recognizing her as a Certified Municipal Official.

CITY MANAGERS REPORT

1. **Board of Adjustments Quarterly Report**
Isaac Turner, Interim City Manager, read the title of the item.
2. **Historic Review Board Quarterly Report**
Mr. Turner read the title of the item.

3. Building Standards Commission Quarterly Report

Mr. Turner read the title of the item.

4. Parks and Recreation Advisory Board Quarterly Report

Mr. Turner read the title of the item, and asked the Council if there were any comments or questions on the quarterly reports. Council Member Casnovsky asked if it was being advertised that there were openings on the Parks and Recreation Advisory Board. It was confirmed that advertisements are being made and board members are being recruited by city staff.

CONSENT AGENDA

1. City Council Special Meeting Minutes - May 13, 2025

This item was passed on the consent agenda.

2. City Council Regular Meeting Minutes - May 20, 2025

This item was passed on the consent agenda.

3. Consider Request To Close Streets For The Hogeye Festival Street Dance Friday, October 24 From 4 PM To Midnight On Depot Street From Main Street To Avenue A For The Free Street Dance, And On Saturday, October 25, From 8 AM To 7 PM, The Festival Grounds Loop 109 Main Street From The 400 Block Of North Main Street To The 200 Block Of South Main Street, Austin Street, 1St Street, 2Nd Street, From The Union Pacific Railroad Tracks To Avenue A, Central Avenue, And Depot Street From Main Street To Avenue A (Alvarez)

This item was passed on the consent agenda.

4. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ELGIN, TEXAS AUTHORIZING THE INTERIM CITY MANAGER TO EXECUTE AN AGREEMENT WITH THE TEXAS DEPARTMENT OF TRANSPORTATION FOR TEMPORARY CLOSURE OF STATE RIGHT OF WAY AS IS NECESSARY FOR THE 38TH ANNUAL HOGYE FESTIVAL (ALVAREZ).

This item was passed on the consent agenda.

5. Request to Waive the Restrictions Imposed by Chapter 8, Article II, Section 8.22 of the City of Elgin Code of Ordinances as it Pertains to the Possession of an Open Container on October 24, 25 and 26 for the 37th Annual Hogeye Festival (Alvarez)

This item was passed on the consent agenda.

6. A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE INTERIM CITY MANAGER TO EXECUTE WORK AUTHORIZATION NO. 2 WITH GRADIENT LEADERSHIP SOLUTIONS CORPORATION OF MANSFIELD, TEXAS FOR FINANCE-RELATED SERVICES, AND MAKING CERTAIN FINDINGS RELATED THERETO. (Sanders)

This item was pulled from the consent agenda for further discussion by Council Member Casnovsky. Isaac Turner, Interim City Manager, explained that Gradient Leadership Solutions is the firm that has been assisting staff with the Finance department, the upcoming budget, and helping staff to prepare for the financial audits. Mr. Turner provided the Council with an email from Ms. Lankford (Gradient Leadership Solutions) dated January 10th of 2025 with an explanation of the services that Gradient would be providing to the City of Elgin. Mr. Turner explained that Gradient produces actual work for the City of Elgin, and

this is more than an advisor to client relationship. A financial update will be provided to the Council at the regular meeting on July 1st before the budget is delivered on July 15th. Council Member Casnovsky clarified that once a Finance Director is hired, they will assume Gradient's duties. Mr. Turner explained that is the intent, and there will more than likely be overlap. Mr. Turner estimates that it will be a two to four year process before the City of Elgin as an organization is comfortable with the finances, but the city is making progress.

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

7. A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE INTERIM CITY MANAGER TO EXECUTE PAY REQUEST FROM FGMA No. 28 and No. 29 FOR THE ELGIN POLICE DEPARTMENT PROJECT, AND MAKING CERTAIN FINDINGS RELATED THERETO. (GONZALEZ)

This item was passed on the consent agenda.

8. A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE INTERIM CITY MANAGER TO EXECUTE PAY REQUEST No. 15 FOR THE PISTOL HILL BOOSTER STATION PROJECT, AND MAKING CERTAIN FINDINGS RELATED THERETO. (GONZALEZ)

This item was passed on the consent agenda.

After item number six on the consent agenda was pulled, Mayor McShan called for a motion to pass the remaining items. Mayor Pro Tem Brashar motioned to approve all items on the consent agenda excluding item number six. Council Member Love seconded the motion. All voted in favor. The motion carried.

NEW BUSINESS

1. 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 "R-1" SINGLE FAMILY DWELLING DISTRICT TO "R-2" SINGLE-FAMILY AND DUPLEX DWELLING DISTRICT LOCATED ON A PARCEL OF LAND KNOWN BY THE TRAVIS COUNTY APPRAISAL DISTRICT AS PARCEL 248221 (ABS 345 SUR 53 HINES W ACR 10.0) BEING DESCRIBED IN EXHIBIT "A", ATTACHED HERETO AND PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES AND RESOLUTIONS. (PERRY)

Mayor McShan explained this was the public hearing item and invited Beau Perry, Development Services Director and City Engineer, to address the Council. Mr. Perry explained the zoning change process to the Council. The Planning and Zoning Commission recommended this zoning change. Mr. Perry further explained the thoroughfare plan would require a collector road to be built for the project to connect to Klaus Lane, and driveways are not permitted by the City Code of Ordinances to be directly connected to a collector road. Sub-set streets would be required from the collector road. Approving the zoning change would not approve any project specifically on the property or make any exceptions for the developer from any requirements made by the City.

Council Member Crim motioned to approve the ordinance as it was presented. Mayor Pro Tem Brashar seconded the motion.

Mayor McShan - Yes

Council Member Gibson - No
Council Member Casnovsky - Yes
Council Member Swain - Yes
Council Member Love - No
Council Member St. Pierre - No
Council Member Rodriguez - Yes
Council Member Crim - Yes
Mayor Pro Tem Brashar - Yes

The motion carried.

2. A RESOLUTION OF THE CITY OF ELGIN, TEXAS, RESCINDING RESOLUTION No. 2021-07-06-30 AND AUTHORIZING CITY STAFF TO REQUEST QUALIFICATIONS FROM ENGINEERING SERVICES FOR HMGP DR-4485-0084 WATER TREATMENT PLANT GENERATOR PROJECT, AND MAKING CERTAIN FINDINGS RELATED THERETO. (GONZALEZ)

Mayor McShan read the title of the item, and invited Michael Gonzalez, Public Works Director, to address the Council. In 2021, the Council decided to approve a grant for a generator at the Water Treatment Plant. Mr. Gonzalez explained to the Council that this project is heavy electrical work, and this resolution will allow staff to find a better fit for the engineering services.

Mayor Pro Tem Brashar motioned to approve the resolution as it was presented. Council Member Love seconded the motion. All voted in favor. The motion carried.

3. A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE ISSUANCE OF A REQUEST FOR PROPOSALS FOR ADMINISTRATIVE AND PLAN DEVELOPMENT SERVICES FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT MITIGATION RESILIENT COMMUNITIES PROGRAM ADMINISTERED BY THE TEXAS GENERAL LAND OFFICE. (FRYE/PERRY)

Mayor McShan read the title of the item and invited Beau Perry, Development Services Director and City Engineer, to address the Council. Mr. Perry explained that it has been a long time since the City has completely done a comprehensive plan, and this a resolution to allow staff to apply for the grant for a comprehensive plan. This is not approving a comprehensive plan but instead allowing staff to apply for the Resilient Communities grant, and firms could be selected if the grant is awarded.

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

4. Election of the Mayor Pro Tem by City Council

Mayor McShan read the title of the item, and explained that the Mayor Pro Tem is selected by the Council after every election as is required by the Charter. The duties and responsibilities of the Mayor Pro Tem were shared prior to the meeting as well as the procedure for selecting the Mayor Pro Tem. Mayor McShan called for nominations by Council Members. Council Member Casnovsky nominated Council Member Love for Mayor Pro Tem, and explained her reasoning for the nomination. Council Member Swain nominated current Mayor Pro Tem Brashar for Mayor Pro Tem for the upcoming year, and explained his reasoning for the nomination. Each Council Member is allowed to vote yes for one of the nominees.

Mayor McShan called for a vote in favor of selecting Council Member Love as the Mayor Pro Tem. The vote is as follows.

Mayor McShan - No

Council Member Gibson - No

Council Member Casnovsky - Yes

Council Member Swain - No

Council Member Love - Yes

Council Member St. Pierre - Yes

Council Member Rodriguez - No

Council Member Crim - No

Mayor Pro Tem Brashar - No

Mayor McShan called for a vote in favor of selecting Mayor Pro Tem Brashar as the Mayor Pro Tem. The vote is as follows.

Mayor McShan - Yes

Council Member Gibson - Yes

Council Member Casnovsky - No

Council Member Swain - Yes

Council Member Love - No

Council Member St. Pierre - No

Council Member Rodriguez - Yes

Council Member Crim - Yes

Mayor Pro Tem Brashar - Yes

Council Member Swain motioned to appoint Sue Brashar as the Mayor Pro Tem. Council Member Crim seconded the motion. All voted in favor. The motion carried.

EXECUTIVE SESSION

Mayor McShan read the two item titles for the Executive Session, and adjourned the meeting into closed session at 7:30PM.

- 1. Section 551.074, Texas Government Code, to discuss Interim City Manager assignments and duties.**
- 2. In accordance with Chapter 551 of the Texas Government Code, the Council will convene into executive session, pursuant to Section 551.074 (Personnel Matters): Discuss executive recruitment for the City Manager**

RECONVENE

Mayor McShan reconvened the meeting at 9:34PM. There was no action taken.

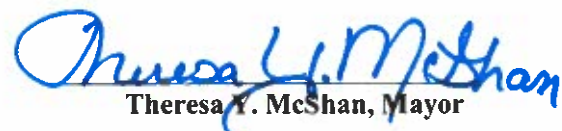
ADJOURNMENT

Mayor McShan adjourned the meeting at 9:35PM.

ATTEST:



Peyton Standifer, City Secretary


Theresa Y. McShan, Mayor