



ELGIN CITY COUNCIL MINUTES

July 15, 2025

6:30 PM

CALL TO ORDER

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

ROLL CALL

Mayor McShan called roll.

Present:

Theresa Y. McShan, Mayor
Arthur Gibson III, Council Member Ward 1
Joy Casnovsky, Council Member Ward 1
Chuck Swain, Council Member Ward 2
YaLecia Love, Deputy Mayor Pro Tem 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 Tem, Ward 4

Staff:

Isaac Turner, Interim City Manager
Peyton Standifer, City Secretary
Mark Schroeder, City Attorney
Michael Gonzales, Public Works Director
Beau Perry, City Engineer & Development Services Director
Pamela Sanders, Human Resources Director
Sonia Browder, Media Specialist
Elizabeth Marzec, Recreation Program Manager
Esmeralda Rangel, Assistant City Secretary

INVOCATION

Council Member Swain 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

Nicholas Teague, Elm Wood Dr., expressed concern that his mother-in-law's Fourth Amendment rights were violated when a code enforcement officer, upon noticing construction materials on her property, entered the premises without the homeowner's permission and began taking photographs

of areas not visible from any public space while the homeowner was not present. While he appreciates the City's apology letter and making the situation right, he remains troubled by how the current code is written—particularly the requirement for permits even for accessibility-related home improvements. He urged the City Council to review and revise the ordinance to prevent such invasions of privacy, emphasizing that it is their inherent responsibility to protect the rights of residents.

Brenda Pena, N Ave H, expressed concerns regarding the financial management of the City, specifically about transparency in how funds are received, allocated, and spent. She emphasized the importance of maintaining a balanced budget and stressed the importance of proper bookkeeping, including maintaining accurate records for accounts payable and receivable. She emphasized that all financial activities should be closely monitored and that all financial information should be easily accessible to residents who seek transparency. Additionally, she expressed her appreciation to City employees and noted that, if additional training is required, the City should ensure staff have full access to those resources. She also inquired about who is responsible for monitoring City vehicles and gas cards.

ANNOUNCEMENTS

1. **The Dino Dig Safari, put on by Elgin Rec Center and the Family Crisis Center, will be on Friday, July 18th from 6PM-8PM at Veterans Memorial Park.**
Elizabeth Marzec, Recreation Program Manager, provided the Council with information on this announcement.
2. **Dinosaur George's Traveling Dinosaur Museum will be at the Elgin Rec Center on Friday July 25th and Saturday July 26th.**
Elizabeth Marzec, Recreation Program Manager, provided the Council with information on this announcement.
3. **Dino-mite Movie Night will be at the Elgin Public Library on July 18th at 2PM.**
Elizabeth Marzec, Recreation Program Manager, provided the Council with information on this announcement.
4. **Family Free Swim is on Fridays & Saturdays from 6PM-8PM at Morris Memorial Pool.**
Elizabeth Marzec, Recreation Program Manager, provided the Council with information on this announcement.
5. **The Crosswalk of Unity Community Input Workshop is on Thursday July 24th from 5PM-7PM at The Clever Tiger.**
Elizabeth Marzec, Recreation Program Manager, provided the Council with information on this announcement.
6. **The Elgin Public Library's Ribbon Cutting for the Maker's Space on Thursday, July 31st, from 2:00 PM to 3:30 PM.**
Elizabeth Marzec, Recreation Program Manager, provided the Council with information on this announcement.

PRESENTATION

1. **A PROCLAMATION CELEBRATING FAMILY-OWNED BUSINESSES IN THE MONTH OF AUGUST IN THE CITY OF ELGIN**
Mayor McShan read the proclamation. Kaley Frye, Interim Economic Development Director,

received the proclamation from Mayor McShan on behalf of the Acton Children's Business Fair group as they were not present.

2. Presentation of FY 2025-2026 Proposed Budget to City Council (Turner/Sanders)

Pamela Sanders, Human Resources Director, provided a brief presentation on the structure of the budget book and how to navigate each line item. Isaac Turner, Interim City Manager, reviewed some of the financial figures with the City Council. Discussion followed. Ms. Sanders noted that a summary page had been added to the green binder for Council members who have not previously gone through the budget process to get a clearer understanding. She also directed Council's attention to the white binder, which contains departmental and divisions budget increase requests with justification for each request. Mr. Turner explained that the purpose of the white binder is to document departmental needs for potential future consideration, should surplus funding become available. He clarified that the items included in the white binder are not part of this year's proposed budget. Ms. Sanders added that the full budget documents are available on the City's website, and printed copies will be available at the library beginning tomorrow morning.

CITY MANAGERS REPORT

Mr. Isaac Turner, Interim City Manager, stated he did not have any items to discuss during the City Manager's Report.

CONSENT AGENDA

1. City Council Regular Meeting Minutes - July 1, 2025

This item was approved on the consent agenda.

2. Consider approval of amendments to the by-laws of the Elgin Economic Development Corporation (EDC) to transfer supervisory authority over the EDC Director from the EDC Board of Directors to the City Manager of the City of Elgin.
This item was withdrawn and tabled until March of 2026.

3. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE INTERTIM CITY MANAGER TO EXECUTE PAY APPLICATION NO. 20 TO BAIRD/WILLIAMS IN THE AMOUNT OF \$53,100.00 FOR THE NEW POLICE STATION PROJECT; MAKING CERTAIN FINDINGS RELATED THERETO. (Sanders)
This item was approved on the consent agenda.

4. A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE MAYOR TO EXECUTE AN AGREEMENT IN THE AMOUNT OF \$205,957 FOR UPSIZING UTILITY LINES IN THE BRIARWOOD DEVELOPMENT AND MAKING CERTAIN FINDINGS RELATED THERETO. (GONZALEZ)
This item was approved on the consent agenda.

Mayor Pro Tem Brashar made a motion to approve items 1, 3, and 4 on the consent agenda. Deputy Mayor Pro Tem Love seconded the motion. All voted in favor. The motion carried.

NEW BUSINESS

1. A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE MAYOR TO EXECUTE AND AGREEMENT WITH WARD GETZ AND ASSOCIATES IN THE AMOUNT OF \$5,106,400 FOR DESIGN SERVICES OF THE WASTEWATER TREATMENT PLANT

2 PROJECT AND MAKING CERTAIN FINDINGS RELATED THERETO (GONZALEZ)

Beau Perry, City Engineer & Development Services Director, stated that there was discussion regarding land acquisition for Wastewater Treatment Plant No. 2. The City Council has then entered into four agreements with developers that are seeking reserved capacity for wastewater treatment. The developers have committed to paying their pro rata share, which will ensure that taxpayers are not financially responsible. The pro rata share received would be approximately 61% of the total project costs from the participating developers. As project invoices are received, they are sent to the developers for payment. And, since these developments are ongoing, the City retains the authority to halt progress on any project if a developer fails to meet their financial commitments, ensuring accountability and protecting City interests. The City has identified a suitable property for the construction of Wastewater Treatment Plant No. 2. The proposal currently before Council is an engineering services agreement.

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

2. Voting on Charter Propositions for the November 4th Ballot

Mark Schroeder, City Attorney, presented the Charter Review Committee's recommendations to the City Council. He explained that, following Council feedback on the proposed propositions, an ordinance would be brought forward for approval to formally call the election. This ordinance will include both the ballot language and the measure which is a detailed description of how the Charter would appear if the propositions are approved by voters. Mr. Schroeder then reviewed each recommended proposition in detail, with assistance from Peyton Standifer, City Secretary, who provided clarification as needed. Proposition A would be brought back for final approval. Proposition B would be brought back for final approval. Proposition C would be brought back for final approval. Proposition D would be brought back for final approval. Proposition E would be brought back for final approval as two separate revised propositions, due to the lack of unanimous agreement. Proposition F would be brought back for final approval. Proposition G would be brought back for final approval. Proposition H would be brought back for final approval. Proposition I would be brought back for final approval. Proposition J would not be brought back for final approval, as the council believed it would be best to stay as is. Proposition K would not be brought back as it is already required by state law. Proposition L will not be brought back for final approval, as presenting the budget at this stage would result in an incomplete document, offering no improvement over its current form. Proposition M would be brought back for final approval. Proposition N would be brought back for final approval. Proposition O would be brought back for final approval. Proposition P would be brought back for final approval.

Mr. Schroeder reminded the Council that they will be bringing back a proposed ordinance with the ballot language and measures at the next meeting.

EXECUTIVE SESSION

Mayor McShan read the two item titles for Executive Session, and adjourned the meeting into executive session at 8:03 PM.

- 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 8:42 PM. There was no action taken.

ADJOURNMENT

Deputy Mayor Pro Tem wanted to remind the citizens that Saturday would be the Town Hall meeting at the EISD Administration Building.

Mayor McShan adjourned the meeting at 8:42 PM.

ATTEST:


Peyton Standifer, City Secretary


Theresa Y. McShan, Mayor

