



ELGIN CITY COUNCIL MINUTES
December 2, 2025
6:30 PM

CALL TO ORDER

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

ROLL CALL

Mayor McShan called roll. Mayor McShan stated that Council Member St. Pierre was absent for a family illness. Council Member Rodriguez made a motion to excuse her absence. Mayor Pro Tem Brashar seconded the motion. All voted in favor. The motion carried.

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
Al Rodriguez, Council Member, Ward 3
Liston Crim, Council Member, Ward 4
Sue Brashar, Mayor Pro Tem, Ward 4

Absent:

Tiffany St. Pierre, Council Member, Ward 3

Staff:

Robert Eads, Interim City Manager
Peyton Standifer, City Secretary
Mark Schroeder, City Attorney
Kaley Frye, Economic Development Director
Michael Gonzales, Public Works Director
Chris Noble, Chief of Police
Stacey Osbourne, Acting Community Services Director
Pamela Sanders, Human Resources Director
Sonia Browder, Media Specialist
Kristina Alvarez, Main Street Manager
Heather Fowler, Library Services Manager
Elizabeth Marzec, Recreation & Leisure Services Manager
Esmeralda Rangel, Assistant City Secretary
Melissa Lipiec, Planning Technician
Daniel Mahoney, Police Corporal
Matthew Hicks, Police Lieutenant

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 HEARING

1. **PUBLIC HEARING ON AN ORDINANCE ANNEXING A 133.6470-ACRE AND A 40.363-ACRE TRACT OF LAND TOTALING 174.01 ACRES, THE HEREINAFTER DESCRIBED, TERRITORY TO THE CITY OF ELGIN, BASTROP AND TRAVIS COUNTY, TEXAS, AND EXTENDING THE BOUNDARY LIMITS OF SAID CITY SO AS TO INCLUDE SAID HEREINAFTER DESCRIBED PROPERTY WITHIN SAID CITY LIMITS, AND GRANTING TO ALL THE INHABITANTS OF SAID PROPERTY ALL THE RIGHTS AND PRIVILEGES OF OTHER CITIZENS AND BINDING SAID INHABITANTS BY ALL OF THE ACTS, ORDINANCES, RESOLUTIONS, AND REGULATIONS OF SAID CITY; AND ADOPTING A SERVICE PLAN OR AGREEMENT; AND GRANTING PERMANENT ZONING OF “PDD” PLANNED DEVELOPMENT DISTRICT; PROVIDING FOR A SEVERABILITY CLAUSE AND PROVIDING AN EFFECTIVE DATE; PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES OR RESOLUTIONS.**

Mayor McShan read the caption of the public hearing. No one in attendance wished to speak. Mayor McShan closed the public hearing.

2. **PUBLIC HEARING ON AN ORDINANCE GRANTING A SPECIFIC USE PERMIT FOR A SHORT-TERM RENTAL AT 204 LOESCH DRIVE ON A PARCEL OF LAND KNOWN BY BASTROP COUNTY APPRAISAL DISTRICT AS PARCEL 15727, ELGIN MEADOWS, LOT 31, CITY OF ELGIN, TEXAS, BASTROP COUNTY, TEXAS, AND PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES AND RESOLUTIONS.**

Mayor McShan read the caption of the public hearing. No one in attendance wished to speak. Mayor McShan closed the public hearing.

PUBLIC COMMENT

Wes Callias, Willow Sage Lane, expressed his displeasure with the Council and City Staff in regard to his vehicle that was towed in September 2019. He is requesting an agenda item to address his towed vehicle.

Gena Gonzalez, Morrow Lane, expressed her displeasure with the development of the Waste Water Treatment Plant No. 2 at 18706 Littig Road. Ms. Gonzalez stated the archeological survey had not been submitted to the state for approval. Ms. Gonzalez brought artifacts from the alleged Littig Freedom Colony. Ms. Gonzalez stated that the citizens of Littig deserved more notification of the City's intent to build the Waste Water Treatment Plant No. 2 at that site.

Christopher Scott, Morrow Lane, expressed his displeasure with the development of the Waste Water Treatment Plant No. 2 at 18706 Littig Road. Stating that the facility would negatively impact residents as well as animals and cattle. He requested that the City Council reconsider the location of the treatment plant.

Alaona Gonzalez, Weeping Willow in Cibolo Texas, stated that she is a direct descendant of the Morrow family and wished to share the historical significance of the land while urging the Council to make a smart, fair, and responsible decision. She explained that the property is not merely a parcel

on a map, but a documented historic Black homestead and one of the last remaining physical links to the Emancipation Freedom Colony. She requested that the City Council be on the right side of history by deannexing the property and rejecting the request for industrial zoning.

Anne Brochenbruoh, Jones Road in Manor Texas, expressed her gratitude to the Council for providing the opportunity for public comment. She stated that she is one of the founders of the Wilbarger Creek Conservation Alliance, whose mission is to preserve the rural landscape and cultural heritage of the Littig community. She noted that the organization is present to support Littig residents in opposing the proposed wastewater treatment plant and urged the City to consider an alternative location closer to the development it is intended to serve and farther from the historic community.

Shelby Koebley, West 12th in Austin Texas, stated that she was present to support the Littig community in opposing the proposed wastewater treatment plant. She noted that she also works with the Wilbarger Creek Conservation Alliance to preserve rural landscapes and emphasized that the historic town of Littig lies at the heart of that landscape. She further stated that Jackson, the founder of Littig, donated his own land to establish the town and asserted that Littig deserves a park in his honor rather than a wastewater treatment plant.

Pamela Fowler Dickerson, Bollerstedt Road, stated that she serves as a board member of the Wilbarger Creek Conservation Alliance and is also the current president of the Littig Cemetery. She explained that many of the original families lost their land due to greed and that the cemetery has been preserved through community efforts and donations to maintain and protect it. She noted that she is one of approximately two remaining farmers in the Littig area, and is already personally impacted by a wastewater treatment plant being constructed by Manor. With the proposed Elgin facility, she would be situated between both plants, which would affect her livestock. She stated that the goal is to keep family land within families for as long as possible and requested that the Council consider locating the wastewater treatment facility elsewhere.

Ailisha Macharia, Ragtime Ranch Road, stated that she is a farmer residing in Elgin, Texas, and expressed concern about the loss of farmland. She also voiced concerns regarding the quality of life for Littig residents and the potential environmental impacts of a wastewater treatment facility, including effects on water access, and the possibility of long-term health issues.

Mo Ryan, Morrow Lane, stated that she was speaking on behalf of the farm business and that their farm, located on the property, is a diversified vegetable farm implementing organic practices for over two years. She explained that her primary concerns regarding the proposed wastewater treatment plant are both environmental and social. Environmentally, she noted that while the facility may be built to the highest state standards, those standards do not account for the removal of emerging contaminants, persistent organic pollutants, or certain substances present in wastewater.

Corrine Ramirez, Morrow Lane, echoed the concerns raised by previous speakers and reiterated to the Council the significant social historical impact that the wastewater treatment plant would have on historic land. She stated that the Littig community would be impacted by the potential flooding, erosion, pollutants, environmental impacts, and general disturbance of this faculty, while receiving no direct benefit since it would serve a separate development. She requested that the Council reconsider and de-annex the property.

Jon Beall, Morrow Lane, with the Wilbarger Creek Conservation Alliance, stated that, in his opinion, the City had chosen to put the sewage treatment plant in the wrong place. He stated that he was not previously aware of the intention to run the sewage discharge right through the property. He

explained that the conservation easement requires him to protect and preserve the historical and agricultural value of the Littig area, and he requested that the Council join in efforts to uphold those protections.

Larry Map, Albert Voelker, stated that he believed the proposed site was the worst possible location and that development of this nature would significantly diminish the quality of the property. He expressed concern that a wastewater treatment plant could spread disease, noting that nearby neighborhoods are only a few miles away. He stated that he strongly hoped the project would stop.

Betty Map, Albert Voelker, stated that she and her family have lived on Albert Volker Road for most of her life and expressed disappointment with the City's proposal to locate a wastewater treatment facility in the area. She urged the Council to listen to the concerns raised by previous speakers, recognize the importance of the issue to the Littig community, and reconsider relocating the treatment plant to an alternative location.

ANNOUNCEMENTS

1. **Holiday by the Tracks Lighted Parade Saturday, December 6th in Downtown Elgin**
Kristina Alvarez, Main Street Manager, provided the Council with information on this announcement, as well as stated that Friday would be the Elementary School Concert in Veterans' Park at 6:00 PM.
2. **Merry Minecraft Christmas Saturday, December 6th at the Elgin Public Library**
Kristina Alvarez, Main Street Manager, provided the Council with information on this announcement.
3. **Winter Wonderland and Photos with Santa Saturday, December 13th at the Elgin Parks and Recreation Center**
Kristina Alvarez, Main Street Manager, provided the Council with information on this announcement.
4. **Elf on the Shelf Scavenger Hunt Thursday–Sunday, December 11th–14th in Downtown Elgin**
Kristina Alvarez, Main Street Manager, provided the Council with information on this announcement.

CITY MANAGERS REPORT

1. **Notification of Elgin Recreation Center Awarded a National Recreation and Park Associations's Supporting Healthy Aging through Parks and Recreation 5.0 Instructor Training Grant.**
Robert Eads, Interim City Manager, invited Elizabeth Marzec, Recreation and Leisure Services Manager, to provide additional information on this item. Ms. Marzec stated that staff was excited to receive the grant again, noting that the City was previously awarded the grant in 2023 and used the funding to implement the *Active Living Every Day* 12-week program, which has been offered consistently over the past two years at no cost to participants. She further explained that this marks the second time the City has received funding for the *Fit and Strong* program, which is designed to assist individuals with arthritis in becoming more active and mobile. The program will be offered free of charge, with training provided to City staff through the NRPA.

2. Board of Adjustments Quarterly Report

Robert Eads, Interim City Manager, explained to the Council that the Board of Adjustments Quarterly Report is available for their review. There were no questions from the Council.

3. Building Standards Commission Quarterly Report

Robert Eads, Interim City Manager, explained to the Council that the Building Standards Commission Quarterly Report is available for their review. There were no questions from the Council.

4. Parks and Recreation Advisory Board Quarterly Report

Robert Eads, Interim City Manager, explained to the Council that the Parks and Recreation Advisory Board Quarterly Report is available for their review. There were no questions from the Council.

5. Special Events Permitting Process (Marzec)

Robert Eads, Interim City Manager, invited Elizabeth Marzec, Recreation and Leisure Services Manager, to provide additional information on the item. Ms. Marzec stated that in their packets is a proposal from staff that has been reviewed and recommended by the Parks and Recreation Advisory Board. For reference, in 2025, the City Council waived an estimated \$12,200.00 for Public Works staff time and an estimated \$15,300.00 for Police Department staff time. Until now, there has not been a process for requesting a fee waiver for a special event. This was a collaborative effort from each of the effected departments and the Advisory Board to create this process. This is to standardize, and make consistent for each special event and the City Council. Council Member Casnovsky asked if this was being adopted, and Mr. Eads said that staff would bring this back for the Council's thoughts on the 16th.

Mr. Eads and Mayor McShan thanked Elizabeth Marzec for her service to the City, as she is separating from the City after this Council meeting.

6. Main Street Board Quarterly Report (Alvarez)

Robert Eads, Interim City Manager, explained to the Council that the Main Street Board Quarterly Report is available for their review. There were no questions from the Council.

7. Discussion on the Potential Use of Parkland Fees for Essential Projects in Fiscal Year '25-'26 and Direction to Staff, if any. (Gonzalez)

Robert Eads, Interim City Manager, asked the Mayor to table the item. Mayor McShan tabled the item.

CONSENT AGENDA

1. City Council Work Session Meeting Minutes - November 5, 2025

This item was approved on the consent agenda.

2. Special Event Application, Alcohol Ordinance Waiver, Sound Ordinance Waiver and Fee Waiver for Street Closure from W. 2nd St. Between N. Ave. C and N. Main Street from 10AM - 8PM on December 13th, 2025, and Public Works Support and Police Department Support on December 13th, 2025 - Key Elevation Luxury Cuts 1 Year Anniversary Celebration: \$1,534.60 (Marzec)

This item was approved on the consent agenda.

3. A RESOLUTION OF THE CITY OF ELGIN, TEXAS, RATIFYING PAYMENT AND AUTHORIZING PAY APPLICATION TO GRANT WORKS FOR MILESTONE 2 OF THE

D270 “KENNEDY STREET AND COUNTY LINE ROAD” PROJECTS, AND MAKING CERTAIN FINDINGS RELATED THERETO. (GONZALEZ)

This item was approved on the consent agenda.

- 4. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ELGIN, TEXAS APPROVING UPDATED CITY OF ELGIN PAY SCALES REFLECTING A FOUR PERCENT (4%) COST OF LIVING ADJUSTMENT (COLA), EFFECTIVE JANUARY 1, 2026, FOR BOTH POLICE AND GENERAL MUNICIPAL POSITIONS; PROVIDING FOR INCORPORATION OF THE UPDATED PAY SCALES AS AN ATTACHMENT TO THIS RESOLUTION; AND PROVIDING FOR RELATED MATTERS. (Sanders)**

This item was approved on the consent agenda.

Mayor Pro Tem Brashar made a motion to approve the consent agenda. Deputy Mayor Pro Tem Love seconded the motion. All voted in favor. The motion carried.

NEW BUSINESS

- 1. AN ORDINANCE SETTING THE TIME AND PLACE OF THE 2026 REGULAR MONTHLY MEETINGS OF THE CITY COUNCIL OF THE CITY OF ELGIN, TEXAS PROVIDING FINDINGS OF FACT; AND PROVIDING FOR A SAVINGS CLAUSE (Standifer)**

Mayor McShan read the title of the item, and invited the Council to look over the schedule at their place. Council Member Casnovsky asked if Tuesday, November 3rd, is Election Day. Peyton Standifer, City Secretary, addressed this by confirming that it was indeed Election Day. Discussion followed.

Mayor Pro Tem Brashar made a motion to accept the proposed meeting dates with the exception of November 3rd, and moving that meeting to November 17th. Deputy Mayor Pro Tem Love seconded the motion. All voted in favor. The motion carried.

- 2. Discussion and Possible Action Regarding the Reappointment of Roger Adams to the Bastrop County Advisory Board of Health**

Mayor McShan stated that Mr. Rodger Adams has been the representative for the City of Elgin on the Bastrop County Advisory Board of Health for the past year, and he is interested in reappointment. Council Member Casnovsky inquired if he attended all the meetings. Deputy Mayor Pro Tem Love confirmed he attends the meetings and gives updates on their progress.

Council Member Casnovsky made a motion to approve Mr. Adams' reappointment. Council Member Gibson seconded the motion. All voted in favor. The motion carried.

- 3. Discussion And Possible Direction To Staff Regarding The Distribution Of Community Non-Profit Support Funding As Included In The FY2025-2026 Annual Operating Budget**

Deputy Mayor Pro Tem Love stated that the committee included herself, Council Member Gibson, and Council Member St. Pierre. She stated that each member completed the scoring for each organization separately, then reviewed the scores as a group to determine the recommended funding.

Council Member Rodriguez made a motion to approve the recommended funding amounts from the committee. Council Member Crim seconded the motion. All voted in favor. The motion carried.

4. Discuss and Adopt Updated General Use Policies for the Elgin Public Library (Fowler)

Heather Fowler, Library Services Manager, presented revisions to the Elgin Public Library Application and Use Policies. She explained that the policies address general library use, as well as expectations and guidelines for cardholders. Ms. Fowler stated that the revisions were developed collaboratively by Library staff and the Library Advisory Board. These recommended changes are part of the Library's periodic policy updates to maintain compliance with accreditation requirements of the Texas State Library and Archives Commission. She noted that the primary updates involved clarifying policy language, with a substantive change reducing the renewal limit from ten renewals to two. Deputy Mayor Pro Tem Love was concerned with the updated language concerning clothing. Discussion followed.

Mayor McShan stated that they will have the City Attorney look over the policy language, and bring it back to the Council at a later date.

5. Discussion and Possible Action to Select an Agreement with the Elgin Chamber of Commerce for the Funding of the Operation of the Visitor's Center (Eads)

Robert Eads, Interim City Manager, stated that he met with the Elgin Chamber of Commerce to discuss the contract for the upcoming year. He explained that two agreements were included in the Council packet: one modified version and one unmodified version. He noted that discussion topics included the Chamber's funding source, visibility and signage for the Visitors Center, and related matters. Mayor McShan invited Ms. Bloom and Mr. Ramirez to provide additional comments. Mr. Ramirez stated that during discussions with the Interim City Manager and City Secretary, the Chamber and Visitors Center took the City's feedback seriously. He noted that the Visitors Center has since been added to all social media platforms and the website, with plans underway to improve window signage visibility. He also acknowledged that there were some reporting errors in the previous year, but stated that clarification was provided during discussions and that the Chamber now understands the reporting expectations moving forward. Discussion followed. Mayor Pro Tem Brashar requested data from the Economic Development Corporation Director about the number of visitors shown using software the EDC possesses.

Mr. Eads then stated that the City Attorney and staff would review the agreement again, and bring it back at the December 16th meeting.

6. A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE CITY OF ELGIN TO ENTER INTO A COST PARTICIPATION AGREEMENT FOR UPSIZING WATER AND WASTEWATER LINES IN THE NORTHSIDE MEADOWS DEVELOPMENT AND MAKING CERTAIN FINDINGS RELATED THERTO. (GONZALEZ)

Michael Gonzales, Public Works Director, stated that the Northside Meadows Development is underway and starting to break ground. He explained that this item up-sizes the required wastewater lines that are to be put in the subdivision. Mr. Gonzalez explained that this was the ideal time to up-size these lines as it can be done at a fraction of the cost it would take to do it after the development has been completed. He stated that this would create a loop in our system from FM100 down to the southern end of our CCN, and improve the water service throughout the entire system.

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

7. **AN ORDINANCE GRANTING A SPECIFIC USE PERMIT FOR A SHORT-TERM RENTAL AT 204 LOESCH DRIVE ON A PARCEL OF LAND KNOWN BY BASTROP COUNTY APPRAISAL DISTRICT AS PARCEL 15727, ELGIN MEADOWS, LOT 31, CITY OF ELGIN, TEXAS, BASTROP COUNTY, TEXAS, AND PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES AND RESOLUTIONS. (PERRY)**

Mayor McShan read the title of the item, and invited comments from the Council. Council Member Casnovsky stated she appreciated their honesty about the use of the property. Discussion followed.

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

8. **Discussion and Possible Action to Authorize the Interim City Manager to Negotiate a Contract for a Comprehensive Compensation and Benefits Study. (Sanders)**

Mayor McShan read the title of the item, and invited Pamela Sanders, Human Resources Director, to address the Council. Ms. Sanders provided a brief presentation regarding the proposed compensation study. She stated that discussions concerning a compensation study had been ongoing for approximately eight months, and that staff had narrowed the selection down to one firm, Logic Compensation Group. She outlined the reasoning for the study, key information about the firm, references reviewed, the project scope, methodology, timeline, and the anticipated benefits to the City. Ms. Sanders concluded by stating that the requested action was to authorize the City Manager to negotiate a contract with Logic Compensation Group, and, if authorized, to return to Council with a proposed contract at the next Council meeting.

Council Member Swain made a motion to approve the negotiation of the contract with the selected firm. Council Member Casnovsky seconded the motion. All voted in favor. The motion carried.

EXECUTIVE SESSION

Mayor McShan read the item title for Executive Session, and adjourned the meeting into executive session at 8:05 PM.

1. **Executive Session pursuant to Texas Government Code Section 551.074 (Personnel Matters): Deliberation regarding the appointment and employment of a City Manager, including discussion of qualifications, compensation, and terms of a proposed employment agreement.**

RECONVENE

Mayor McShan reconvened the meeting at 8:22 PM.

Mayor Pro Tem Brashar made a motion that the city council appoint Robert Eads as the City Manager for the City of Elgin, effective on a date to be specified in his employment agreement and authorize the mayor to negotiate and execute a city manager employment agreement with Mr. Eads on terms consistent with the council's direction. Deputy Mayor Pro Tem Love seconded the motion. All voted in favor. The motion carried.

ADJOURNMENT

Mayor McShan adjourned the meeting at 8:27 PM


Theresa Y. McShan, Mayor

ATTEST:


Peyton Standifer, City Secretary