



**ELGIN CITY COUNCIL AGENDA
ELGIN PUBLIC LIBRARY ANNEX COUNCIL CHAMBERS
404 NORTH MAIN STREET
March 3, 2026
6:30 PM**

Members of the public may watch the meeting at:

https://www.youtube.com/channel/UC3OGBV_IoV0Nr3AqM1jJTzA

I. CALL TO ORDER

II. ROLL CALL

III. INVOCATION

IV. PLEDGE OF ALLEGIANCE

V. PUBLIC HEARING

- 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 30.785 ACRES OF LAND FROM "R-1" SINGLE FAMILY RESIDENTIAL DWELLING DISTRICT TO "C-3" HIGHWAY COMMERCIAL DISTRICT LOCATED ON PARCELS OF LAND KNOWN BY THE BASTROP COUNTY APPRAISAL DISTRICT AS PARCEL 15519 AND 73869, LOCATED AT 800 NORTH STATE HIGHWAY 95, BEING DESCRIBED IN EXHIBIT "A", ATTACHED HERETO AND PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES AND RESOLUTIONS. (PERRY)**

VI. PUBLIC COMMENT

The "PUBLIC COMMENT" item posted on the agenda is reserved for members of the public who would like to address the City Council regarding posted agenda items or non-agenda items. Individuals requesting to speak or address the City Council during the meeting shall do so under the "PUBLIC COMMENT" agenda item. Speakers shall be required to fill out a "PUBLIC COMMENT FORM" and present it, along with any material, handouts, or information for Council, to the City Secretary prior to commencement of the Council meeting. **As of May 1, 2022, all such public comments will be done IN PERSON. You may email public comments and they will be distributed to each of the Council Members but not read out loud.**

Speaker comments are limited to three (3) minutes. No formal action can be taken by the City

Council on items not posted on the agenda. Items requiring a PUBLIC HEARING will allow a member of the public an opportunity to speak during the Public Hearing and does not require a "PUBLIC COMMENT FORM".

Speakers must address their comments to the Mayor or Presiding Officer rather than to an individual Council Member or Staff Member. All speakers must limit their comments to the specific subject matter noted on the "PUBLIC COMMENT FORM" and refrain from any personal attacks or derogatory comments directed at any Council Member, Staff Member, other individual, or group.

VII. ANNOUNCEMENTS

- 1. Celebrating Dr. Suess for Read Across America Saturday, March 7th at the Elgin Public Library**
- 2. Sip, Shop, & Stroll Thursday, March 12th, Downtown Elgin**
- 3. St. Patrick's Day Festival Saturday, March 14th at Things Celtic 2 pm – 10 pm**
- 4. Touch-A-Truck Monday, March 16th at Elgin Parks and Recreation Center, 5 pm-7 pm**

VIII. CITY MANAGERS REPORT

- 1. Board of Adjustments Quarterly Report**
- 2. Historic Review Board Quarterly Report**
- 3. Building Standards Commission Quarterly Report**

IX. CONSENT AGENDA

The Consent Agenda includes non-controversial and routine items that are considered to be self-explanatory by the City Council and will be enacted with one motion, one second, and one vote. Any member of the City Council may pull any item from the Consent Agenda in order that the City Council discuss and act upon it individually as a part of the Regular Agenda.

- 1. City Council Regular Meeting Minutes - February 17, 2026**
- 2. Community Easter Egg Hunt and Fun Day hosted by Elgin Sub-District, Community of Churches, Rev. D.W. Townsend - Elgin Sub-District Community of Churches President: Special Event Fee Waiver Application, Elgin Memorial Park Rental Waiver, Public Works and Police Department Support, for April 28, 2026, from 10am - 1pm (\$250.00) (Kristina)**

X. 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 30.785 ACRES OF LAND FROM "R-1" SINGLE FAMILY RESIDENTIAL DWELLING DISTRICT TO "C-3" HIGHWAY COMMERCIAL DISTRICT LOCATED ON PARCELS OF LAND KNOWN BY THE BASTROP COUNTY APPRAISAL DISTRICT AS PARCEL 15519 AND 73869, LOCATED AT 800 NORTH STATE HIGHWAY 95, BEING DESCRIBED IN EXHIBIT "A", ATTACHED HERETO AND**

PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES AND RESOLUTIONS. (PERRY)

- 2. A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE A PROPOSAL FOR ENGINEERING SERVICES FOR AN ODOR CONTROL SYSTEM AT THE WASTEWATER PLANT II PROJECT, AND MAKING CERTAIN FINDINGS RELATED THERETO. (GONZALEZ)**
- 3. A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE A PROPOSAL FOR ENGINEERING SERVICES FOR THE WEST WIND AND COUNTY LINE ROAD LIFT STATION OFF-SITE WASTEWATER PROJECT, AND MAKING CERTAIN FINDINGS RELATED THERETO. (GONZALEZ)**
- 4. A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH STACEY FORD OSBORNE FOR CONTINUED PUBLIC INFORMATION AND COMMUNICATION SERVICES FOR THE CITY OF ELGIN, AND MAKING CERTAIN FINDINGS RELATED THERETO.**
- 5. CONSIDERATION AND POSSIBLE ACTION TO APPROVE AN ORDINANCE DISANNEXING APPROXIMATELY 283.115 ACRES OF REAL PROPERTY PREVIOUSLY ANNEXED FOR LIMITED PURPOSES BY ORDINANCE NO. 2021-05-18-13, REMOVING THE PROPERTY FROM THE CORPORATE LIMITS OF THE CITY OF ELGIN AND RETURNING THE PROPERTY TO THE CITY'S EXTRATERRITORIAL JURISDICTION.**

XI. EXECUTIVE SESSION

The City Council may announce that it will adjourn the public meeting at any time during the meeting and convene in Executive Session pursuant to Chapter 551 of the Texas Government Code to discuss any matter as specifically listed on the agenda and/or as permitted by Chapter 551 of the Texas Government Code.

XII. RECONVENE

The City Council will return to open session for possible discussion and action as a result of the Executive Session

XIII. ADJOURNMENT

The City Council may retire to executive session any time between the meeting's opening and adjournment for the purpose of consultation with legal counsel pursuant to Chapter 551.071 of the Texas Government Code; discussion of personnel matters pursuant to Chapter 551.074 of the Texas Government Code; deliberation regarding real property pursuant to Chapter 551.072 of the Texas Government Code; deliberation regarding economic development negotiations pursuant to Chapter 551.087 of the Texas Government Code; and/or deliberation regarding the deployment, or specific occasions for implementation of security personnel or devices pursuant to Chapter 551.076 of the Texas Government Code. Action, if any, will be taken in open session.

Attendance By Other Elected or Appointed Officials: It is anticipated that members of other city board, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the other city boards, commissions and/or committees. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of the other boards, commissions

and/or committees of the City, whose members may be in attendance. The members of the boards, commissions and/or committees may participate in discussions on the same items listed on the agenda, which occur at the meeting, but no action will be taken by such in attendance unless such item and action is specifically provided for on an agenda for that board, commission or committee subject to the Texas Open Meetings Act.

Notice of Assistance at Public Meetings, the City of Elgin is committed to compliance with the Americans with Disabilities Act. Elgin City Hall and Council Chambers are wheelchair accessible and special marked parking is available. Persons with Disabilities who plan to attend this meeting and who may need assistance are requested to contact the City Secretary's Office at (512)229-3223. Please provide forty-eight hours notice when feasible.

I, Esmeralda Rangel, Assistant City Secretary for the City of Elgin, hereby certify this notice was posted at the City Hall Annex of the City of Elgin, Texas on or before Wednesday, February 25, 2026, in accordance with Chapter 551 of the Texas Government Code.

A handwritten signature in dark ink, appearing to read "Esmeralda Rangel". The signature is fluid and cursive, with the first name being more prominent than the last.

Esmeralda Rangel, Assistant City Secretary



Elgin City Council Meeting Agenda Item Executive Summary

ITEM: 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 30.785 ACRES OF LAND FROM "R-1" SINGLE FAMILY RESIDENTIAL DWELLING DISTRICT TO "C-3" HIGHWAY COMMERCIAL DISTRICT LOCATED ON PARCELS OF LAND KNOWN BY THE BASTROP COUNTY APPRAISAL DISTRICT AS PARCEL 15519 AND 73869, LOCATED AT 800 NORTH STATE HIGHWAY 95, BEING DESCRIBED IN EXHIBIT "A", ATTACHED HERETO AND PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES AND RESOLUTIONS. (PERRY)

DEPARTMENT: Development Services

PROPOSED ACTION: No Council action is requested or required on this item.

BACKGROUND:

The owners of the 30.785-acre tract have requested a zoning change from "R-1" Single-Family Residential Dwelling District to "C-3" Highway Commercial District for the commercial development known as Silo Ranch. Per Section 46-112 of the City of Elgin Code of Ordinances, notices were mailed to property owners within 200-feet of this property, and the Planning and Zoning Commission held the first of the two required public hearings on February 23, 2026, for this change request.

BUDGET/FINANCIAL IMPACT:

Funding for this item was {} included {} not included in the current-year budget {} N/A

RECOMMENDATION:

None.

ATTACHMENTS:

1. Silo Ranch Proposed Rezoning Ordinance with Exhibit A
2. Silo Ranch Zoning Vicinity Map
3. B-Non-PDD Rezoning Application - revised_Redacted
4. 200' Notice and Map

{ } Staff will be making a detailed presentation on this agenda item at the meeting.

{ } Staff will provide brief comments and answer questions on this item at the meeting.

{X} This is a routine procedural item and no presentation is planned for the meeting.

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.

ORDINANCE NO. 2026-03-03-

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 30.785 ACRES OF LAND FROM "R-1" SINGLE FAMILY RESIDENTIAL DWELLING DISTRICT TO "C-3" HIGHWAY COMMERCIAL DISTRICT LOCATED ON PARCELS OF LAND KNOWN BY THE BASTROP COUNTY APPRAISAL DISTRICT AS PARCEL 15519 AND 73869, LOCATED AT 800 NORTH STATE HIGHWAY 95, BEING DESCRIBED IN EXHIBIT "A", ATTACHED HERETO AND PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES AND RESOLUTIONS.

WHEREAS, an application has been made to the City Council of Elgin, Texas to amend the Official Zoning Map to rezone the property described in Exhibit "A" attached hereto and incorporated herein, from "R-1" Single Family Residential District to "C-3" Highway Commercial District; and

WHEREAS, the City Council has submitted the requested change in the Official Zoning Map to the Planning and Zoning Commission for its recommendation and report; and

WHEREAS, the Planning and Zoning Commission held a public hearing concerning the requested change on February 23, 2026, following lawful publication of the notice of said public hearing; and

WHEREAS, after considering the public testimony received at such hearing, the Planning and Zoning Commission has made a recommendation in favor of amending the Official Zoning Map so that the zoning classification of the property described in Exhibit "A" is C-3 Highway Commercial District; and

WHEREAS, on the 3rd day of March 2026, after proper notification, the City Council held a public hearing on the requested zoning, and

WHEREAS, the City Council determines that the zoning provided for herein promotes the health, safety, morals, and protects and preserves the general welfare of the community, and

WHEREAS, each and every requirement set forth in Chapter 211, Sub-Chapter A, Texas Local Government Code, and Chapter 46, City of Elgin Ordinances, concerning public notices, hearings, and other procedural matters has been fully complied with,

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF ELGIN, TEXAS, THAT:

I.

The facts and recitations contained in the preamble of this Ordinance are hereby found and declared to be true and correct and are incorporated by reference herein and expressly made a part hereof, as if copied verbatim. The City Council hereby finds that this Ordinance implements the vision, goals and policies of the City of Elgin's Comprehensive Plan and further finds that

enactment of this Ordinance is not inconsistent with or in conflict with any other policies or provisions of the Comprehensive Plan and the City's Code of Ordinances.

II.

The Official Zoning Map adopted in Chapter 46, Section 46-3, City of Elgin, Texas is hereby amended so that the zoning classification of the property described in Exhibit "A" is rezoned from "R-1" Single Family Residential District to "C-3" Highway Commercial District.

III.

A. All ordinances, parts of ordinances, or resolutions in conflict herewith are expressly repealed.

B. The invalidity of any section or provision of this Ordinance shall not invalidate other sections or provisions thereof.

C. The City Council hereby finds and declares that written notice of the date, hour, place and subject of the meeting at which this Ordinance was adopted was posted and that such meeting was open to the public as required by law at all times during which this Ordinance and the subject matter hereof were discussed, considered and formally acted upon, all as required by the Open Meetings Act, Chapter 551, Texas Government Code, as amended.

READ, PASSED, and ADOPTED on first reading this the 3rd day of March, 2026.

ATTEST:

THERESA Y. MCSHAN, Mayor
City of Elgin, Texas

ESMERALDA RANGEL, Assistant City Secretary

EXHIBIT "A"

METES AND BOUNDS DESCRIPTION

FOR A 30.785 ACRE TRACT OF LAND SITUATED IN THE THOMAS CHRISTIAN SURVEY, ABSTRACT NO. 20, BASTROP COUNTY, TEXAS, AND BEING OUT OF THE CALLED 76.237 ACRE TRACT OF LAND CONVEYED TO VIPO 76, LP, RECORDED IN DOCUMENT NO. 202402072 OF THE OFFICIAL PUBLIC RECORDS OF BASTROP COUNTY, TEXAS. SAID 30.785 ACRE TRACT OF LAND BEING SURVEYED ON THE GROUND BY DIAMOND SURVEYING DURING THE MONTH OF JULY 2025, AND BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

BEGINNING at a TXDOT Type I monument found (Grid Coordinates: N=10109064.50 E=3229664.58) monumenting the northeast corner of said 76.237 acre VIPO 76, LP tract, the southeast corner of the called 139.723 acre tract of land conveyed to Roger and Suzanne Mogonye, recorded in Document No. 201014948 of the Official Public Records of Bastrop County, Texas, the northwest corner of the called 4.85 acre tract of land conveyed to the State of Texas, recorded in Volume 108, Page 207 of the Deed Records of Bastrop County, Texas and the southwest corner of the called 0.32 acre tract of land conveyed to the State of Texas, recorded in Volume 108, Page 201 of the Deed Records of Bastrop County, Texas same being on the west right-of-way line of State Highway 95 (variable width right-of-way at this point), for the northeast corner and **POINT OF BEGINNING** hereof;

THENCE, with the east boundary line of said 76.237 acre VIPO 76, LP tract, the west boundary line of said 4.85 acre State of Texas tract and said west right-of-way line of State Highway 95, the following two (2) courses and distances:

1. With a curve to the right an arc length of **609.61 feet**, said curve having a radius of **2804.79 feet**, a delta angle of **12°27'11"** and a chord which bears **S 36°15'08" W** for a distance of **608.41 feet** to an iron rod found with cap marked "RPLS 1753" monumenting the end of this curve;
2. **S 42°32'14" W** for a distance of **377.21 feet** to a 1/2" iron rod set with cap marked "DIAMOND SURVEYING" on the most easterly southeast corner of said 76.237 acre VIPO 76, LP tract and the northeast corner of the called 5 acre tract of land conveyed to Fred Lundgren Jr. et al, Trustees of the SPJST Lodge #18, recorded in Volume 231, Page 126 of the Deed Records of Bastrop County, Texas, for the most easterly southeast corner hereof, from which a 1/2" pinched iron pipe found, bears S 61°25'19" E for a distance of 0.86 feet, also from which an iron rod found with cap marked "PAYNE #6064" monumenting the southeast corner of said 5 acre SPJST Lodge #18 tract, the northeast corner of Lot 2A, Amended Plat of Lots 2 and 3, Corlin Subdivision, recorded in Cabinet 9, Page 30-B of the Plat Records of Bastrop County, Texas, the southwest corner of said 4.85 acre State of Texas tract and the northwest corner of the called 2.02 acre tract of land conveyed to the State of Texas, recorded in Volume 108, Page 200 of the Deed Records of

Bastrop County, Texas, same being on said west right-of-way line of State Highway 95, bears S 42°32'14" W for a distance of 420.24 feet;

THENCE, with common boundary line of said 76.237 acre VIPO 76, LP tract and said 5 acre SPJST Lodge #18 tract, the following two (2) courses and distances:

1. **N 61°25'19" W** for a distance of **584.16 feet** to a 5/8" iron rod found monumenting the northwest corner of said 5 acre SPJST Lodge #18 tract and an interior ell corner of said 76.237 acre VIPO 76, LP tract;
2. **S 28°41'07" W** for a distance **408.44 feet** to a 1/2" pinched iron pipe found monumenting the most southerly southeast corner of said 76.237 acre VIPO 76, LP tract and the southwest corner of said 5 acre SPJST Lodge #18 tract, same being on the north boundary line of said Lot 2A, for the most southerly southeast corner hereof, from which the aforementioned iron rod found with cap marked "PAYNE #6064" monumenting the southeast corner of said 5 acre SPJST Lodge #18 tract, the northeast corner of said Lot 2A, the southwest corner of said 4.85 acre State of Texas tract and said northwest corner of the 2.02 acre State of Texas tract, same being on said west right-of-way line of State Highway 95, bears S 61°29'37" E for a distance of 483.55 feet;

THENCE, **N 61°29'37" W** with the south boundary line of said 76.237 acre VIPO 76, LP tract, in part with said north boundary line of Lot 2A and the north boundary line of the called 69.055 acre tract of land conveyed to Amy Mogonye Darsey, a.k.a. Amy Lee Darsey, and Paul Douglas Mogonye as Co-Trustees of the Jim Mogonye Bypass Trust, recorded in Document No. 201410215 of the Official Public Records of Bastrop County, Texas, passing at a distance of 146.03 feet a 1/2" iron rod found 0.76' south of this line, in all a total distance of **812.71 feet** to a calculated point on a point in the northwesterly City Limit Line of the City of Elgin, for the southwest corner hereof, from which a 1/2" iron rod found on an angle point in said south boundary line of the 76.237 acre VIPO 76, LP tract, same being on an angle point in said north boundary line of the 69.055 acre Mogonye tract, bears N 61°29'37" W for a distance of 17.14 feet;

THENCE, through the interior of said 76.237 acre VIPO 76, LP tract, same being with said northwesterly City Limit line, the following nine (9) courses and distances:

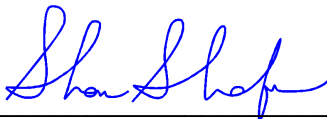
1. **N 25°34'50" E** for a distance of **750.27 feet** to a calculated point, for the most westerly northwest corner hereof;
2. **S 66°30'55" E** for a distance of **484.12 feet** to a calculated point;
3. **N 77°10'10" E** for a distance of **78.22 feet** to a calculated point;
4. **N 39°03'29" E** for a distance of **44.70 feet** to a calculated point;

5. **N 21°19'07" E** for a distance of **248.75 feet** to a calculated point;
6. **S 63°01'27" E** for a distance of **335.19 feet** to a calculated point;
7. **N 28°20'26" E** for a distance of **11.13 feet** to a calculated point;
8. **S 63°12'01" E** for a distance of **410.95 feet** to a calculated point;
9. **N 24°28'21" E** for a distance of **201.15 feet** to a calculated point in the north boundary line of said 76.237 acre VIPO 76, LP tract, same being on a point in the south boundary line of said 139.723 acre Mogonye tract, for the most northerly northwest corner hereof, from which a 1/2" iron rod found leaning on the northwest corner of said 76.237 acre VIPO 76, LP tract and the northeast corner of the remnant portion of the called 234.288 acre tract of land conveyed to Clayton Properties Group, Inc., d.b.a. Brohn Homes, recorded in Document No. 201807699 of the Official Public Records of Bastrop County, Texas, same being on said south boundary line of the 139.723 acre Mogonye tract, bears **N 62°59'56" W** for a distance of 2412.71 feet;

THENCE, **S 62°59'56" E** with said north boundary line of the 76.237 acre VIPO 76, LP tract and said south boundary line of the 139.723 acre Mogonye tract, for a distance of **360.31 feet** to the **POINT OF BEGINNING** hereof and containing 30.785 acres of land more or less.

Bearing Basis: NAD-83, Texas Central Zone (4203) State Plane System. Distances shown hereon are surface distances based on a combined surface adjustment factor of 1.00008.

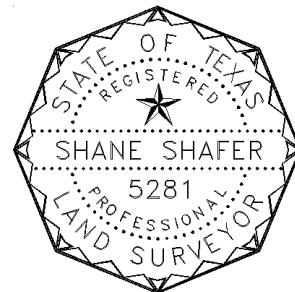
 **DIAMOND SURVEYING, INC.**
 116 SKYLINE ROAD, GEORGETOWN, TX 78628
 (512) 931-3100
 T.B.P.E.L.S. FIRM NUMBER 10006900



December 09, 2025

SHANE SHAFER, R.P.L.S. NO. 5281

DATE



Z:\WAELTZ & PRETE\ELGIN HWY 95 2025-26_REZONING TRACT\ELGIN HWY 95 REZONING TRACT M&B 20251209.doc

DRAWING TO ACCOMPANY METES AND BOUNDS DESCRIPTION
FOR A 30.785 ACRE TRACT OF LAND SITUATED IN THE
THOMAS CHRISTIAN SURVEY, ABSTRACT NO. 20, BASTROP
COUNTY, TEXAS, AND BEING OUT OF THE CALLED 76.237
ACRE TRACT OF LAND CONVEYED TO VIPO 76, LP,
RECORDED IN DOCUMENT NO. 202402072 OF THE OFFICIAL
PUBLIC RECORDS OF BASTROP COUNTY, TEXAS.

ROGER AND SUZANNE MOGONYE
CALLED 139.723 AC.
DOC. NO. 201014948

VIPO 76, LP
CALLED 76.237 AC.
DOC. NO. 202402072

P.O.B.
GRID COORDINATES:
N=10109064.50
E=3229664.58

SCALE: 1" = 200'

VIPO 76, LP
CALLED 76.237 AC.
DOC. NO. 202402072

SUBJECT TRACT
30.785 AC.

VIPO 76, LP
CALLED 76.237 AC.
DOC. NO. 202402072

THOMAS CHRISTIAN SURVEY
ABSTRACT NO. 20

SPJST LODGE #18
CALLED 5 AC.
VOL. 231, PG. 126

AMY MOGONYE DARSEY, a.k.a. AMY LEE DARSEY, AND
PAUL DOUGLAS MOGONYE AS CO-TRUSTEES OF THE JIM
MOGONYE BYPASS TRUST
CALLED 69.055 AC.
DOC. NO. 201410215

LOT 2A
AMENDED PLAT OF
AND 3, CORLIN SUBDIVISION
CAB. 9, PG. 30-B

W/CAP
"PAYNE #6064"

SHEET 1 OF 2

<> DIAMOND SURVEYING, INC.
116 SKYLINE ROAD, GEORGETOWN, TEXAS 78628
(512) 931-3100
T.B.P.E.L.S. FIRM NO. 10006900

DRAWING TO ACCOMPANY METES AND BOUNDS DESCRIPTION
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 PUBLIC RECORDS OF BASTROP COUNTY, TEXAS.

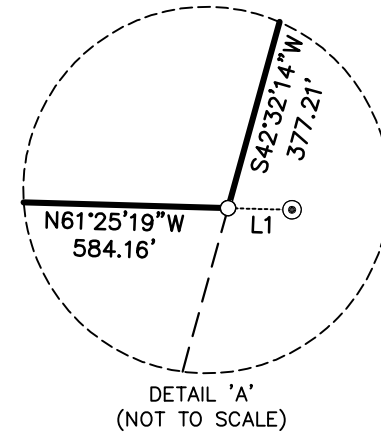
CURVE	RADIUS	ARC LENGTH	DELTA ANGLE	CHORD BEARING	CHORD LENGTH
C1	2804.79'	609.61'	12°27'11"	S36°15'08"W	608.41'

LINE	BEARING	DISTANCE
L1	S61°25'19"E	0.86'
L2	N77°10'10"E	78.22'
L3	N39°03'29"E	44.70'
L4	N28°20'26"E	11.13'

PROPERTY LEGEND



CLAYTON PROPERTIES
 GROUP, INC.
 d.b.a. BROHN HOMES
 REMNANT PORTION
 CALLED 234.288 AC.
 DOC. NO. 201807699



NOTES:

1) BEARING BASIS: NAD-83, TEXAS CENTRAL
 ZONE (4203) STATE PLANE SYSTEM.
 DISTANCES SHOWN HEREDN ARE SURFACE
 DISTANCES BASED ON A COMBINED SURFACE
 ADJUSTMENT FACTOR OF 1.00008.

2) ALL DOCUMENTS LISTED HEREDN ARE
 RECORDED IN THE OFFICE OF THE COUNTY
 CLERK OF BASTROP COUNTY, TEXAS.

LEGEND

- IRON ROD FOUND
- TXDOT TYPE I MONUMENT FOUND
- ⊙ 1/2" PINCHED IRON PIPE FOUND
- IRON ROD SET WITH CAP
MARKED "DIAMOND SURVEYING"
- ▽ CALCULATED POINT
- RIGHT-OF-WAY DEED LINE
- R.O.W. RIGHT-OF-WAY
- P.O.B. POINT OF BEGINNING



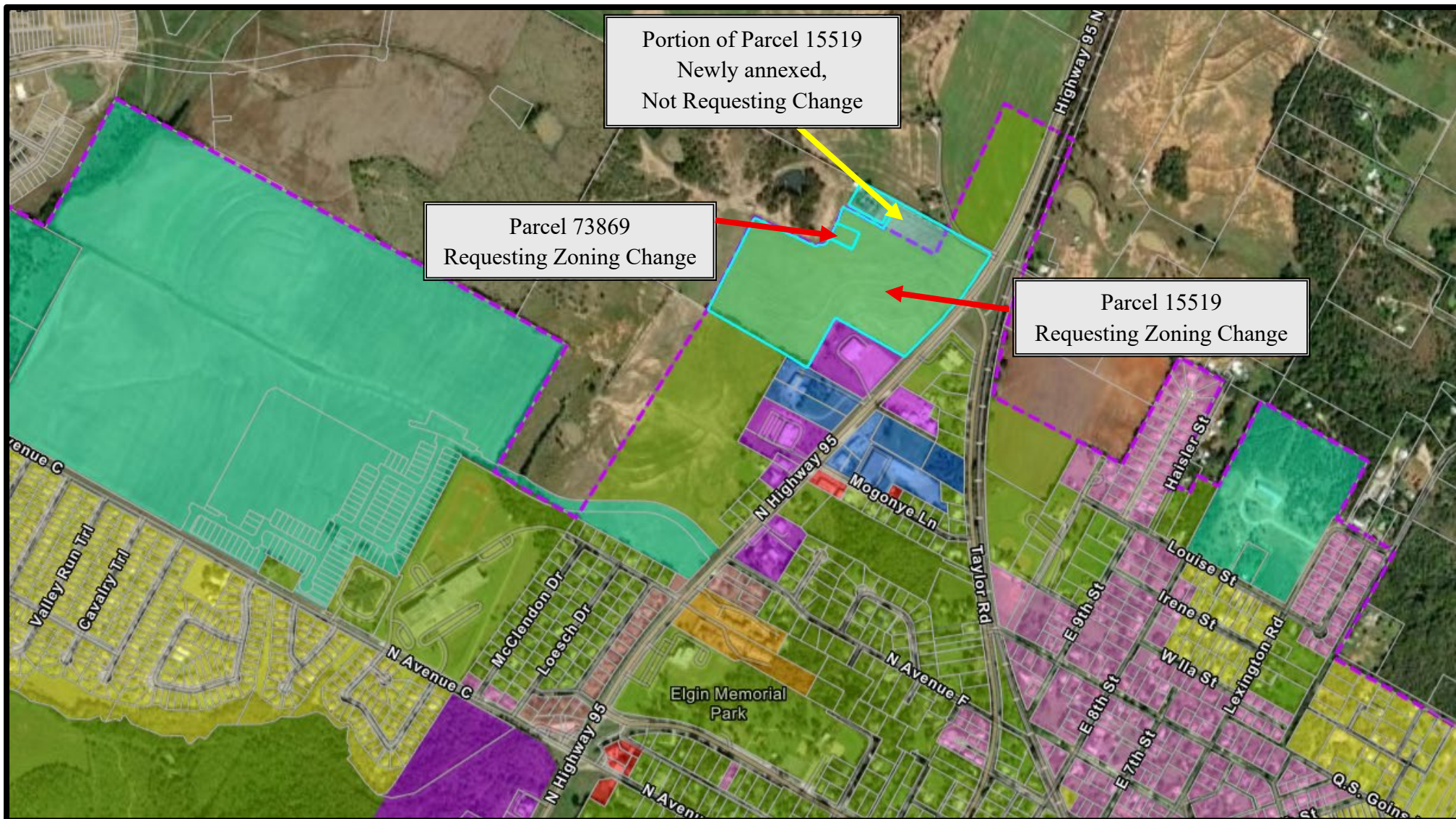
Shane Shafer
 SHANE SHAFER, R.P.L.S. NO. 5281

December 9, 2025
 DATE

SHEET 1 OF 2

<> **DIAMOND SURVEYING, INC.**
 116 SKYLINE ROAD, GEORGETOWN, TEXAS 78628
 (512) 931-3100
 T.B.P.E.L.S. FIRM NO. 10006900

Vicinity Map



NON-PDD REZONING APPLICATION

Date: _____

SITE INFORMATION

Project Address: _____

Parcel Identification Number (if no address): _____

APPLICANT

Name: _____

Postal Address: _____

E-Mail Address: **INFORMATION REDACTED** ____; Phone Number: **INFORMATI INFO**

The information given on this application is accurate to the best of my knowledge. All provisions of laws and ordinances governing this work will be complied with, whether specified on this application or not.

Tim Condon

Signature

Printed Name

Date

Project Description:

We are proposing the development of a ±75-acre tract of land. Of this, approximately 30.785 acres lie within the City Limits of Elgin, while the remainder is located within the ETJ. The project will be executed in phases.

Phase One:

- Rezoning the portion of the property within the City Limits from R-1 "Single-Family Dwelling District" to C-3 "Highway Commercial District"
- Immediate development of a hotel tract.
- Preliminary platting of the entire ±75 acres, with a final plat prepared for the Phase One portion.
- Construction of a public roadway and installation of utilities to serve the initial development.

Future Phases:

- Annexation of the remaining acreage currently in the ETJ.
- Zoning of the annexed property to align with the intended development program.

This phased approach ensures that the initial commercial project can proceed promptly while establishing the framework for future expansion and integration of the remaining property.



802 N. Ave. C
P.O. Box 591
Elgin, Texas, 78621



(512) 281-0119



www.elgintexas.gov



January 5, 2026

NOTICE OF A REZONING REQUEST

You are being notified because your property is located within two hundred (200) feet of this request. The attached map shows the lots making the request (red highlighted shape) and your lot within the notice area (blue buffer). This notice is to inform you of public hearings to be held by Planning & Zoning Commission and the City Council as denoted below:

Project #202500080: 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 30.785 acres of land from "R-1" Single-Family Residential District to "C-3" Highway Commercial District located on parcels of land known by the Bastrop County Appraisal District as Parcel 15519 and 73869, located at 800 North State Highway 95; and providing for a savings clause and repealing conflicting ordinances and resolutions.

Notice is given of public hearings to be held:

- By the Planning & Zoning Commission on **Monday, January 26, 2026**, beginning at 6:30 P.M. Central Standard Time (CST) for a recommendation.
- By the City Council on **Tuesday, February 3, 2026**, beginning at 6:30 P.M. Central Standard Time (CST) for consideration.

These meetings will be held at Elgin Public Library Annex (Civic Center) at 404 N. Main St. Elgin, TX, 78621, U.S.A. The public is welcome to attend and may give a public comment on this item. Any person may be represented by another person, neighbor, or attorney.

Any interested person may also express written comments by emailing the Development Services Department at planninganddevelopment@elgintexas.gov or by postal mail at the following:

City of Elgin
Development Services Department
P.O. Box 591
Elgin, TX 78621 U.S.A.

Requests for any additional information may be directed to planninganddevelopment@elgintexas.gov or to (512) 281-0119 or may be requested from the Development Services Department, Fleming Community Center, 802 N. Avenue C, Elgin, TX 78621 U.S.A. from 8:30 A.M – 4:00 P.M. Central Standard Time, Monday – Friday.



Legend

BCAD Parcels

City Limits Outline

Full Purpose

200' BUFFER



VICINITY MAP
ELGIN, TEXAS

N
W
E
S

0125250500

Feet

1 INCH = 125 FEET

This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent on-the-ground survey and represents only the approximate relative location of property boundaries. No responsibility is assumed by the City of Elgin or WGA for damages or other liabilities due to the accuracy, availability, completeness, use or misuse of the information herein provided. The map is reflective of information as of the date of printing.

WGA

WILLIAM WHITE & ASSOCIATES, P.C.
TEXAS REGISTERED ENGINEERING FIRM F-57526
2025 Century Oaks Suite 200
Austin, TX 78758
773.760.5500

Page 17 of 18



Elgin City Council Meeting Agenda Item Executive Summary

ITEM: Board of Adjustments Quarterly Report

DEPARTMENT: Development Services

PROPOSED ACTION: No Council action is requested or required on this item.

BACKGROUND:

This report covers the period of December 2025 to February 2026.

BUDGET/FINANCIAL IMPACT:

Funding for this item was {} included {} not included in the current-year budget {X} N/A

RECOMMENDATION:

None.

ATTACHMENTS:

1. BOA Quarterly Report Dec 2025 - Feb 2026 (new format)

- { } Staff will be making a detailed presentation on this agenda item at the meeting.
- {X} Staff will provide brief comments and answer questions on this item at the meeting.
- { } This is a routine procedural item and no presentation is planned for the meeting.

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.



BOARD OF ADJUSTMENT QUARTERLY REPORT

DATE: FEBRUARY 17, 2026

SUMMARY OF ACTIVITIES FROM DECEMBER 2025 – FEBRUARY 2026

Board Members:

Regan Dumbeck – Chairman, Darren Mogoney – Vice Chairman, Stephen Kylberg, Stephen Finley, Suzannah Desroches, Christina Cotton – Sr. Alternate, Jessica Bega – Jr. Alternate

December 2025

- Activity: No meeting held this month due to no applications being received.
- Attendance: N/A

January 2026

- Activity: No meeting held this month due to no applications being received.
- Attendance: N/A

February 2026

- Activity: No meeting held this month due to no applications being received.
- Attendance: N/A

PROPOSED ACTIVITIES FROM MARCH 2026 – MAY 2026 MEETINGS

Jessica Bega was appointed to the Board on 11/17/25 (after the November BOA meeting) and she will be sworn into office at the next regular meeting. Continue to perform their function as allowed by State law and City Code including items such as appeals, special exceptions, & zoning variances per Chapter 46 of our Code of Ordinances.

RECOMMENDED COUNCIL ACTION

None.



Elgin City Council Meeting Agenda Item Executive Summary

ITEM: Historic Review Board Quarterly Report

DEPARTMENT: Community Services

PROPOSED ACTION: No Council action is requested or required on this item.

BACKGROUND:

This report covers the period of October 2025 to December 2025.

BUDGET/FINANCIAL IMPACT:

Funding for this item was {} included {} not included in the current-year budget {X} N/A

RECOMMENDATION:

None.

ATTACHMENTS:

1. HRB Quarterly Reports Oct-Dec

{ } Staff will be making a detailed presentation on this agenda item at the meeting.

{X} Staff will provide brief comments and answer questions on this item at the meeting.

{ } This is a routine procedural item and no presentation is planned for the meeting.

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.



HISTORIC REVIEW BOARD QUARTERLY REPORT

DATE: February 18, 2026

SUMMARY OF ACTIVITIES FROM October – December 2025

Board Members:

Jake Carter, Sheldon Johnson, Bernette Smith, Christa Cotton, Abraham Shaheen, Jessica Jaimes, Caleb Dawon, and Regina McIlvain

October 2025

- No meeting due to no submitted applications

November 2025

- No meeting due to no submitted applications

December 2025

- No meeting due to no submitted applications

PROPOSED ACTIVITIES FROM JANUARY - MARCH MEETINGS

- One application has been received for the February meeting.
- Several businesses are currently working with staff and are anticipated to submit applications for consideration at the March meeting.

RECOMMENDED COUNCIL ACTION

No current recommended action from Council needed at this time.



Elgin City Council Meeting Agenda Item Executive Summary

ITEM: Building Standards Commission Quarterly Report

DEPARTMENT: Development Services

PROPOSED ACTION: No Council action is requested or required for this item.

BACKGROUND:

This report covers the period of December 2025 to February 2026.

BUDGET/FINANCIAL IMPACT:

Funding for this item was {} included {} not included in the current-year budget {X} N/A

RECOMMENDATION:

None.

ATTACHMENTS:

1. BSC Quarterly Report (Dec '25 to Feb '26) new format

{ } Staff will be making a detailed presentation on this agenda item at the meeting.

{X} Staff will provide brief comments and answer questions on this item at the meeting.

{ } This is a routine procedural item and no presentation is planned for the meeting.

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.



BUILDING STANDARDS COMMISSION QUARTERLY REPORT

DATE: FEBRUARY 17, 2026

SUMMARY OF ACTIVITIES FROM DECEMBER 2025 – FEBRUARY 2026

Board Members:

Brian Lundgren – Chairman, Nicholas Martinez, Jerry Garcia, Michael Hinds, Brad Burnhard

December 2025

- Activity: No meeting held this month due to no applications being received.
- Attendance: N/A

January 2026

- Activity: No meeting held this month due to no applications being received.
- Attendance: N/A

February 2026

- Activity: No meeting held this month due to no applications being received.
- Attendance: N/A

PROPOSED ACTIVITIES FROM MARCH 2026 – MAY 2026 MEETINGS

Continue to be available to hear and determine cases concerning alleged violations of ordinances per Chapter 54, subchapter C of the Texas Local Government Code and to consider variances from or appeals of interpretation regarding buildings and building regulations and adopted International Fire Code.

RECOMMENDED COUNCIL ACTION

None.



Elgin City Council Meeting Agenda Item Executive Summary

ITEM: City Council Regular Meeting Minutes - February 17, 2026

DEPARTMENT: Executive

PROPOSED ACTION: Approval of the meeting minutes.

BACKGROUND:

The City Council held a regular meeting on February 17, 2026.

BUDGET/FINANCIAL IMPACT:

Funding for this item was {} included {} not included in the current-year budget {X} N/A

RECOMMENDATION:

Staff recommend approval.

ATTACHMENTS:

1. City Council Regular Meeting Minutes - February 17, 2026

{ } Staff will be making a detailed presentation on this agenda item at the meeting.

{ } Staff will provide brief comments and answer questions on this item at the meeting.

{X} This is a routine procedural item and no presentation is planned for the meeting.

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.



ELGIN CITY COUNCIL MINUTES
February 17, 2026
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 Rodriguez was absent for a prior work commitment. Council Member Swain motioned to excuse Council Member Rodriguez. 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
Tiffany St. Pierre, Council Member, Ward 3
Liston Crim, Council Member, Ward 4
Sue Brashar, Mayor Pro Tem, Ward 4

Absent:

Al Rodriguez, Council Member, Ward 3

Staff:

Robert Eads, City Manager
Peyton Standifer, City Secretary
Mark Schroeder, City Attorney
Michael Gonzalez, Public Works Director
Chris Noble, Chief of Police
Beau Perry, Development Services Director/City Engineer
Pamela Sanders, Human Resources Director
Sonia Browder, Media Specialist
Kristina Alvarez, Main Street Manager
Heather Fowler, Library Services Manager
Esmeralda Rangel, Assistant City Secretary
Uriel Campos, Administrative Assistant
Grace Perez, Interim Parks and Recreation Manager
Mathew Decker, Police Sergeant

INVOCATION

Deputy Mayor Pro Tem Love 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

Krista Marx, East 8th Street, addressed the Council regarding Relay for Life. Ms. Marx stated that she relays because thirty-five years ago her grandfather died of cancer, fourteen years ago she received her own cancer diagnosis, and twenty-one years ago Relay for Life began in the City of Elgin. There will be an evening event hosted at the Veteran's Memorial Park Expansion with music and "Relay Gone Rad". Currently, there are twelve teams registered to relay, including a team from the Elgin Police Department. She also reported that, of the \$50,000 fundraising goal, \$17,000 had been raised to date. She further noted that a Survivor Celebration is scheduled for March 28, which will include a luncheon and an opportunity for the community to stand together in support.

ANNOUNCEMENTS

1. **Parent Support Group Saturday, February 21st, 10:00am at Elgin Public Library.**
Kristina Alvarez, Main Street Manager, provided this announcement to the Council.
2. **Family Movie Night Friday, February 20th 6:30pm at Elgin Public Library.**
Kristina Alvarez, Main Street Manager, provided this announcement to the Council.

CITY MANAGER'S REPORT

1. **Planning and Zoning Commission Quarterly Report and 2025 Annual Report**
Robert Eads, City Manager, stated the Planning and Zoning Commission's Quarterly Report and 2025 Annual Report are available for their review. There were no questions from the Council.

CONSENT AGENDA

1. **City Council Regular Meeting Minutes - February 3, 2026**
This item was approved on the consent agenda.
2. **Elgin Music Festival Partnership: Fee Waiver for Street Closure on Depot Street from N Ave B to N Ave C on Saturday, April 11th from 3pm-10pm, Open Container Waiver Thursday-Saturday, April 9th - 11th: \$250.00 (Alvarez)**
This item was approved on the consent agenda.
3. **Special Event Park Fee Waiver, Open Container Waiver, and Fee Waiver for Street Closure on Depot Street from N Ave B to N Ave C, and Public Works Support and Police Department Support for Relay for Life on Saturday, April 25th 2026 6pm-10pm: \$2,311.80. (Alvarez)**

This item was approved on the consent agenda.

Mayor McShan and Deputy Mayor Pro Tem Love encouraged the Council and public to attend Relay for Life.

4. **A RESOLUTION OF THE CITY OF ELGIN, AUTHORIZING THE CITY TO EXECUTE CONTRACTS FOR PROPERTY ACQUISITION FOR THE KENNEDY STREET AND COUNTY LINE ROAD DRAINAGE PROJECTS ALSO KNOWN AS GLO CONTRACT No. 22-085-029-D270 AND MAKING CERTAIN FINDINGS RELATED THERETO.**

(GONZALEZ)

This item was approved on the consent agenda.

Deputy Mayor Pro Tem Love motioned to approve the consent agenda as it was presented. Council Member St. Pierre seconded the motion. All voted in favor. The motion carried.

NEW BUSINESS

1. Adoption of updated Library Policies (Approved as to Form by City Attorney)

Heather Fowler, Library Services Manager, addressed the Council. Ms. Fowler stated that the library policy had been reviewed and recommendations made by the City Attorney. Robert Eads, City Manager, asked the Council to consider the policies without the third bullet from the bottom on the first page and allow staff more time to discuss. Discussion followed.

Deputy Mayor Pro Tem Love motioned to approve the adoption of the updated policies without the third bulleted policy from the bottom on the first page. Council Member Casnovsky seconded the motion. All voted in favor. The motion carried.

2. A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH STACEY FORD OSBORNE FOR CONTINUED PUBLIC INFORMATION AND COMMUNICATION SERVICES FOR THE CITY OF ELGIN, AND MAKING CERTAIN FINDINGS RELATED THERETO.

Robert Eads, City Manager, requested the Council table this item. Mr. Eads stated that the City has contracted with Ms. Osborne as the Public Information Officer and as the Community Services Director. Staff is working to separate the roles, and will bring the contract back for Council approval at the March 3, 2026, meeting.

Council Member Crim motioned to table the resolution. Mayor Pro Tem Brashar seconded the motion. All voted in favor. The motion carried.

3. A RESOLUTION AUTHORIZING THE CITY OF ELGIN, TEXAS, TO ENTER INTO AN INTER LOCAL COOPERATION AGREEMENT WITH THE LOWER COLORADO RIVER AUTHORITY FOR RADIO SERVICES AND EQUIPMENT; AND PROVIDING AN EFFECTIVE DATE AND MAKING CERTAIN FINDINGS RELATED THERETO. (GONZALEZ)

Michael Gonzalez, Public Works Director, addressed the Council to explain that this item would allow the City to pay a small fee to join the Lower Colorado River Authority (LCRA) network. The City currently uses other carriers for this service and would like to move to this system. This would allow the City to have more security and reliability. Discussion followed.

Council Member Crim motioned to approve the resolution to authorize the agreement with the Lower Colorado River Authority. Council Member Swain seconded the motion. Mayor Pro Tem Brashar recused herself from this vote for a conflict of interest as an employee of LCRA. All voted in favor. The motion carried.

4. A RESOLUTION OF THE CITY OF ELGIN, AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND EXECUTE AN AGREEMENT TO CONDUCT A STUDY FOR SETTING FUTURE UTILITY RATES FOR WATER AND WASTEWATER AND MAKING CERTAIN FINDINGS RELATED THERETO. (GONZALEZ)

Michael Gonzalez, Public Works Director, addressed the Council. During the last budget

cycle, the Council expressed interest in a utilities rate study to determine if the rates are comparable to other cities. Mr. Gonzalez stated that the ratings done by staff for each company that bid are available for Council to review in their packets. Discussion followed.

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

EXECUTIVE SESSION

Mayor McShan read the title of the item, and adjourned the meeting into Executive Session at 6:57 PM.

- 1. The City Council will convene in Executive Session pursuant to Section 551.071 of the Texas Government Code to consult with the City Attorney regarding possible and contemplated litigation arising out of an employment matter, for which the City seeks the advice of counsel.**

RECONVENE

Mayor McShan reconvened the meeting into open session at 7:34 PM.

No action was taken.

ADJOURNMENT

Mayor McShan adjourned the meeting 7:34 PM.

ATTEST:

Theresa Y. McShan, Mayor

Peyton Standifer, City Secretary



Elgin City Council Meeting Agenda Item Executive Summary

ITEM: Community Easter Egg Hunt and Fun Day hosted by Elgin Sub-District, Community of Churches, Rev. D.W. Townsend - Elgin Sub-District Community of Churches President: Special Event Fee Waiver Application, Elgin Memorial Park Rental Waiver, Public Works and Police Department Support, for April 28, 2026, from 10am - 1pm (\$250.00) (Kristina)

DEPARTMENT: Community Services

PROPOSED ACTION: Approval of the request to waive fees.

BACKGROUND:

The Elgin Sub-District Sponsored Community Easter Egg Hunt and Fun Day is a traditional event held yearly at Memorial Park Pavilion. Fun for all ages with egg hunts separated by age, food, and community bonding for this fun celebration. Event organizers are requesting an event application waiver, park rental fee waiver, and support from Public Works to help set up the perimeter of barricades for the activity area.

BUDGET/FINANCIAL IMPACT:

Funding for this item was {} included {} not included in the current-year budget {X} N/A

The associated cost for the event is \$250.00

RECOMMENDATION:

Staff does not have a recommendation.

ATTACHMENTS:

1. ITEM 9.2 Special Event Application Summary - Community Easter Egg Hunt

- { } Staff will be making a detailed presentation on this agenda item at the meeting.
- { } Staff will provide brief comments and answer questions on this item at the meeting.
- {X} This is a routine procedural item and no presentation is planned for the meeting.

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.

SPECIAL EVENT APPLICATION SUMMARY

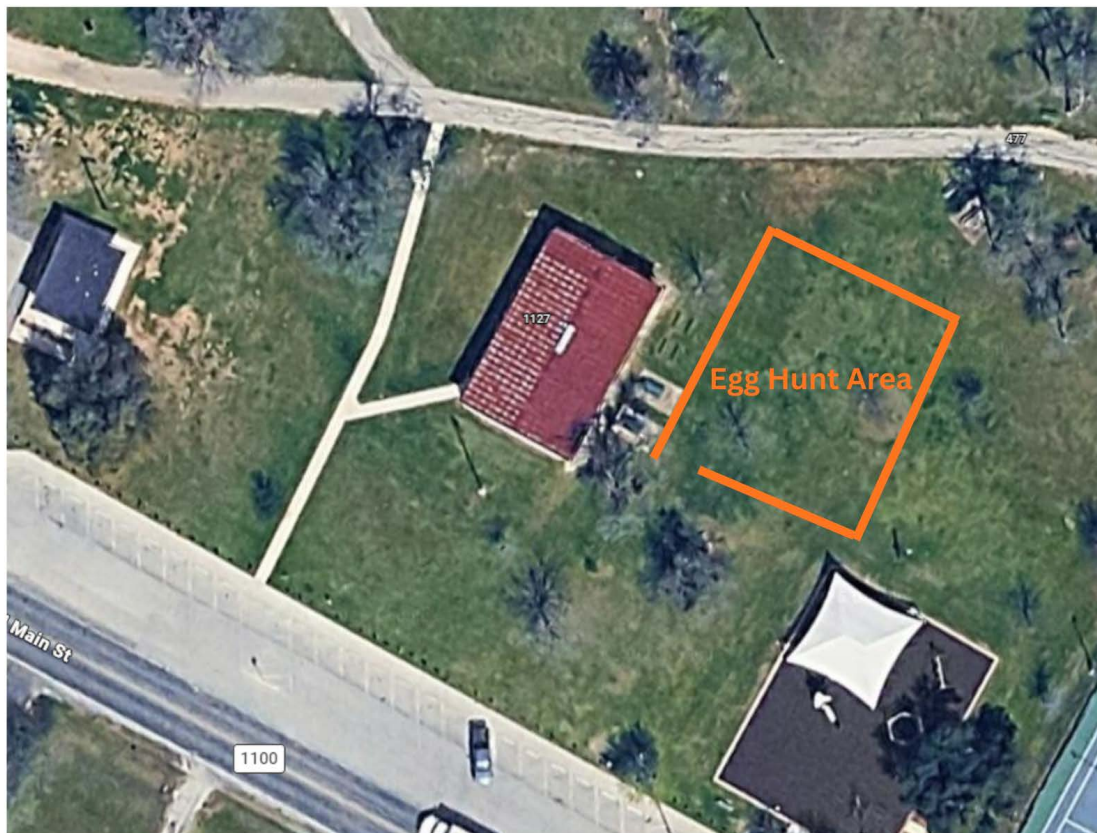
Applying Organization / Individual: Elgin Sub-District, Community of Churches, Rev. D.W. Townsend - Elgin Sub-District
Community of Churches President

Event Name: Community Easter Egg Hunt and Fun Day

Event Dates / Times:

04/27/2026	Public Works sets up Egg Hunt Barrier Day before
04/28/2026	Event Festivities Begin 10:00am - 1:00pm

Event Location: Elgin Memorial Park Pavilion, Elgin, TX 78621



Event Description: The Elgin Sub-District Sponsored Community Easter Egg Hunt and Fun Day is a traditional event held yearly at Memorial Park Pavilion. Fun for all ages with egg hunts separated by age, food, and community bonding for this fun celebration. Event organizers requesting an event application waiver, park rental fee waiver, and support from Public Works to help set up the perimeter of barricades for the activity area as done last year, ensuring Pavilion and Restrooms are clean for the event.

Community Easter Egg Hunt and Fun Day

Hosted By: Elgin Sub-District, Community of Churches				
Description of City Staff Support	Number of Employees	Number of Hours	Cost Per Hour Per Employee	Total Daily Cost
Public Works Support: Set up barricade	1	2	\$25.00	\$50.00
				\$50.00

Description of Fees		Cost by Unit	Total Cost
Special Event Application		\$25.00	\$25.00
Elgin Memorial Park - Main Pavilion		\$200.00	\$200.00
			\$275.00

Total Event Fees	Total Cost	\$275.00
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Elgin City Council Meeting Agenda Item Executive Summary

ITEM: 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 30.785 ACRES OF LAND FROM "R-1" SINGLE FAMILY RESIDENTIAL DWELLING DISTRICT TO "C-3" HIGHWAY COMMERCIAL DISTRICT LOCATED ON PARCELS OF LAND KNOWN BY THE BASTROP COUNTY APPRAISAL DISTRICT AS PARCEL 15519 AND 73869, LOCATED AT 800 NORTH STATE HIGHWAY 95, BEING DESCRIBED IN EXHIBIT "A", ATTACHED HERETO AND PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES AND RESOLUTIONS. (PERRY)

DEPARTMENT: Development Services

PROPOSED ACTION: Consideration of an ordinance rezoning 30.785 acres from "R-1" Single-Family Residential District to "C-3" Highway Commercial District.

BACKGROUND:

The owners of the 30.785-acre tract have requested a zoning change from "R-1" Single-Family Residential Dwelling District to "C-3" Highway Commercial District for the commercial development known as Silo Ranch. Phase 1 of this development will include the construction of a hotel and a public roadway. When completed, Silo Ranch will extend Harvest Ridge Boulevard from County Line Road, through Harvest Ridge Subdivision to State Highway 95 providing an alternate east to west thoroughfare, potentially alleviating congestion on FM 1100.

BUDGET/FINANCIAL IMPACT:

Funding for this item was {} included {} not included in the current-year budget {X} N/A

RECOMMENDATION:

On February 23, 2026, the Planning and Zoning Commission unanimously voted to recommend approval of the zoning change from "R-1" Single Family Dwelling District to "C-3" Highway Commercial District. No members of the public came forward to voice their opposition to the zoning change at that meeting.

ATTACHMENTS:

1. Silo Ranch Proposed Rezoning Ordinance with Exhibit A
2. Silo Ranch Zoning Vicinity Map
3. B-Non-PDD Rezoning Application - revised_Redacted

- { Staff will be making a detailed presentation on this agenda item at the meeting.
- {X} Staff will provide brief comments and answer questions on this item at the meeting.
- { This is a routine procedural item and no presentation is planned for the meeting.

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.

ORDINANCE NO. 2026-03-03-

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 30.785 ACRES OF LAND FROM "R-1" SINGLE FAMILY RESIDENTIAL DWELLING DISTRICT TO "C-3" HIGHWAY COMMERCIAL DISTRICT LOCATED ON PARCELS OF LAND KNOWN BY THE BASTROP COUNTY APPRAISAL DISTRICT AS PARCEL 15519 AND 73869, LOCATED AT 800 NORTH STATE HIGHWAY 95, BEING DESCRIBED IN EXHIBIT "A", ATTACHED HERETO AND PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES AND RESOLUTIONS.

WHEREAS, an application has been made to the City Council of Elgin, Texas to amend the Official Zoning Map to rezone the property described in Exhibit "A" attached hereto and incorporated herein, from "R-1" Single Family Residential District to "C-3" Highway Commercial District; and,

WHEREAS, the City Council has submitted the requested change in the Official Zoning Map to the Planning and Zoning Commission for its recommendation and report; and,

WHEREAS, the Planning and Zoning Commission held a public hearing concerning the requested change on February 23, 2026, following lawful publication of the notice of said public hearing; and,

WHEREAS, after considering the public testimony received at such hearing, the Planning and Zoning Commission has made a recommendation in favor of amending the Official Zoning Map so that the zoning classification of the property described in Exhibit "A" is C-3 Highway Commercial District; and,

WHEREAS, on the 3rd day of March 2026, after proper notification, the City Council held a public hearing on the requested zoning; and,

WHEREAS, the City Council determines that the zoning provided for herein promotes the health, safety, morals, and protects and preserves the general welfare of the community; and,

WHEREAS, each and every requirement set forth in Chapter 211, Sub-Chapter A, Texas Local Government Code, and Chapter 46, City of Elgin Ordinances, concerning public notices, hearings, and other procedural matters has been fully complied with.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF ELGIN, TEXAS, THAT:

I.

The facts and recitations contained in the preamble of this Ordinance are hereby found and declared to be true and correct and are incorporated by reference herein and expressly made a part hereof, as if copied verbatim. The City Council hereby finds that this Ordinance implements the vision, goals and policies of the City of Elgin's Comprehensive Plan and further finds that

enactment of this Ordinance is not inconsistent with or in conflict with any other policies or provisions of the Comprehensive Plan and the City's Code of Ordinances.

II.

The Official Zoning Map adopted in Chapter 46, Section 46-3, City of Elgin, Texas is hereby amended so that the zoning classification of the property described in Exhibit "A" is rezoned from "R-1" Single Family Residential District to "C-3" Highway Commercial District.

III.

A. All ordinances, parts of ordinances, or resolutions in conflict herewith are expressly repealed.

B. The invalidity of any section or provision of this Ordinance shall not invalidate other sections or provisions thereof.

C. The City Council hereby finds and declares that written notice of the date, hour, place and subject of the meeting at which this Ordinance was adopted was posted and that such meeting was open to the public as required by law at all times during which this Ordinance and the subject matter hereof were discussed, considered and formally acted upon, all as required by the Open Meetings Act, Chapter 551, Texas Government Code, as amended.

READ, PASSED, and ADOPTED on first reading this the 3rd day of March, 2026.

ATTEST:

THERESA Y. MCSHAN, Mayor
City of Elgin, Texas

ESMERALDA RANGEL, Assistant City Secretary

EXHIBIT "A"

METES AND BOUNDS DESCRIPTION

FOR A 30.785 ACRE TRACT OF LAND SITUATED IN THE THOMAS CHRISTIAN SURVEY, ABSTRACT NO. 20, BASTROP COUNTY, TEXAS, AND BEING OUT OF THE CALLED 76.237 ACRE TRACT OF LAND CONVEYED TO VIPO 76, LP, RECORDED IN DOCUMENT NO. 202402072 OF THE OFFICIAL PUBLIC RECORDS OF BASTROP COUNTY, TEXAS. SAID 30.785 ACRE TRACT OF LAND BEING SURVEYED ON THE GROUND BY DIAMOND SURVEYING DURING THE MONTH OF JULY 2025, AND BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

BEGINNING at a TXDOT Type I monument found (Grid Coordinates: N=10109064.50 E=3229664.58) monumenting the northeast corner of said 76.237 acre VIPO 76, LP tract, the southeast corner of the called 139.723 acre tract of land conveyed to Roger and Suzanne Mogonye, recorded in Document No. 201014948 of the Official Public Records of Bastrop County, Texas, the northwest corner of the called 4.85 acre tract of land conveyed to the State of Texas, recorded in Volume 108, Page 207 of the Deed Records of Bastrop County, Texas and the southwest corner of the called 0.32 acre tract of land conveyed to the State of Texas, recorded in Volume 108, Page 201 of the Deed Records of Bastrop County, Texas same being on the west right-of-way line of State Highway 95 (variable width right-of-way at this point), for the northeast corner and **POINT OF BEGINNING** hereof;

THENCE, with the east boundary line of said 76.237 acre VIPO 76, LP tract, the west boundary line of said 4.85 acre State of Texas tract and said west right-of-way line of State Highway 95, the following two (2) courses and distances:

1. With a curve to the right an arc length of **609.61 feet**, said curve having a radius of **2804.79 feet**, a delta angle of **12°27'11"** and a chord which bears **S 36°15'08" W** for a distance of **608.41 feet** to an iron rod found with cap marked "RPLS 1753" monumenting the end of this curve;
2. **S 42°32'14" W** for a distance of **377.21 feet** to a 1/2" iron rod set with cap marked "DIAMOND SURVEYING" on the most easterly southeast corner of said 76.237 acre VIPO 76, LP tract and the northeast corner of the called 5 acre tract of land conveyed to Fred Lundgren Jr. et al, Trustees of the SPJST Lodge #18, recorded in Volume 231, Page 126 of the Deed Records of Bastrop County, Texas, for the most easterly southeast corner hereof, from which a 1/2" pinched iron pipe found, bears S 61°25'19" E for a distance of 0.86 feet, also from which an iron rod found with cap marked "PAYNE #6064" monumenting the southeast corner of said 5 acre SPJST Lodge #18 tract, the northeast corner of Lot 2A, Amended Plat of Lots 2 and 3, Corlin Subdivision, recorded in Cabinet 9, Page 30-B of the Plat Records of Bastrop County, Texas, the southwest corner of said 4.85 acre State of Texas tract and the northwest corner of the called 2.02 acre tract of land conveyed to the State of Texas, recorded in Volume 108, Page 200 of the Deed Records of

Bastrop County, Texas, same being on said west right-of-way line of State Highway 95, bears S 42°32'14" W for a distance of 420.24 feet;

THENCE, with common boundary line of said 76.237 acre VIPO 76, LP tract and said 5 acre SPJST Lodge #18 tract, the following two (2) courses and distances:

1. **N 61°25'19" W** for a distance of **584.16 feet** to a 5/8" iron rod found monumenting the northwest corner of said 5 acre SPJST Lodge #18 tract and an interior ell corner of said 76.237 acre VIPO 76, LP tract;
2. **S 28°41'07" W** for a distance **408.44 feet** to a 1/2" pinched iron pipe found monumenting the most southerly southeast corner of said 76.237 acre VIPO 76, LP tract and the southwest corner of said 5 acre SPJST Lodge #18 tract, same being on the north boundary line of said Lot 2A, for the most southerly southeast corner hereof, from which the aforementioned iron rod found with cap marked "PAYNE #6064" monumenting the southeast corner of said 5 acre SPJST Lodge #18 tract, the northeast corner of said Lot 2A, the southwest corner of said 4.85 acre State of Texas tract and said northwest corner of the 2.02 acre State of Texas tract, same being on said west right-of-way line of State Highway 95, bears S 61°29'37" E for a distance of 483.55 feet;

THENCE, **N 61°29'37" W** with the south boundary line of said 76.237 acre VIPO 76, LP tract, in part with said north boundary line of Lot 2A and the north boundary line of the called 69.055 acre tract of land conveyed to Amy Mogonye Darsey, a.k.a. Amy Lee Darsey, and Paul Douglas Mogonye as Co-Trustees of the Jim Mogonye Bypass Trust, recorded in Document No. 201410215 of the Official Public Records of Bastrop County, Texas, passing at a distance of 146.03 feet a 1/2" iron rod found 0.76' south of this line, in all a total distance of **812.71 feet** to a calculated point on a point in the northwesterly City Limit Line of the City of Elgin, for the southwest corner hereof, from which a 1/2" iron rod found on an angle point in said south boundary line of the 76.237 acre VIPO 76, LP tract, same being on an angle point in said north boundary line of the 69.055 acre Mogonye tract, bears N 61°29'37" W for a distance of 17.14 feet;

THENCE, through the interior of said 76.237 acre VIPO 76, LP tract, same being with said northwesterly City Limit line, the following nine (9) courses and distances:

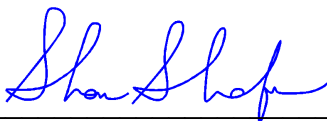
1. **N 25°34'50" E** for a distance of **750.27 feet** to a calculated point, for the most westerly northwest corner hereof;
2. **S 66°30'55" E** for a distance of **484.12 feet** to a calculated point;
3. **N 77°10'10" E** for a distance of **78.22 feet** to a calculated point;
4. **N 39°03'29" E** for a distance of **44.70 feet** to a calculated point;

5. **N 21°19'07" E** for a distance of **248.75 feet** to a calculated point;
6. **S 63°01'27" E** for a distance of **335.19 feet** to a calculated point;
7. **N 28°20'26" E** for a distance of **11.13 feet** to a calculated point;
8. **S 63°12'01" E** for a distance of **410.95 feet** to a calculated point;
9. **N 24°28'21" E** for a distance of **201.15 feet** to a calculated point in the north boundary line of said 76.237 acre VIPO 76, LP tract, same being on a point in the south boundary line of said 139.723 acre Mogonye tract, for the most northerly northwest corner hereof, from which a 1/2" iron rod found leaning on the northwest corner of said 76.237 acre VIPO 76, LP tract and the northeast corner of the remnant portion of the called 234.288 acre tract of land conveyed to Clayton Properties Group, Inc., d.b.a. Brohn Homes, recorded in Document No. 201807699 of the Official Public Records of Bastrop County, Texas, same being on said south boundary line of the 139.723 acre Mogonye tract, bears **N 62°59'56" W** for a distance of 2412.71 feet;

THENCE, **S 62°59'56" E** with said north boundary line of the 76.237 acre VIPO 76, LP tract and said south boundary line of the 139.723 acre Mogonye tract, for a distance of **360.31 feet** to the **POINT OF BEGINNING** hereof and containing 30.785 acres of land more or less.

Bearing Basis: NAD-83, Texas Central Zone (4203) State Plane System. Distances shown hereon are surface distances based on a combined surface adjustment factor of 1.00008.

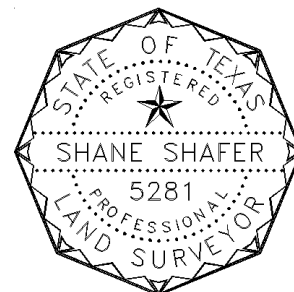
 **DIAMOND SURVEYING, INC.**
 116 SKYLINE ROAD, GEORGETOWN, TX 78628
 (512) 931-3100
 T.B.P.E.L.S. FIRM NUMBER 10006900



December 09, 2025

SHANE SHAFER, R.P.L.S. NO. 5281

DATE



Z:\WAELTZ & PRETE\ELGIN HWY 95 2025-26_REZONING TRACT\ELGIN HWY 95 REZONING TRACT M&B 20251209.doc

DRAWING TO ACCOMPANY METES AND BOUNDS DESCRIPTION
FOR A 30.785 ACRE TRACT OF LAND SITUATED IN THE
THOMAS CHRISTIAN SURVEY, ABSTRACT NO. 20, BASTROP
COUNTY, TEXAS, AND BEING OUT OF THE CALLED 76.237
ACRE TRACT OF LAND CONVEYED TO VIPO 76, LP,
RECORDED IN DOCUMENT NO. 202402072 OF THE OFFICIAL
PUBLIC RECORDS OF BASTROP COUNTY, TEXAS.

ROGER AND SUZANNE MOGONYE
CALLED 139.723 AC.
DOC. NO. 201014948

VIPO 76, LP
CALLED 76.237 AC.
DOC. NO. 202402072

P.O.B.
GRID COORDINATES:
N=10109064.50
E=3229664.58

SCALE: 1" = 200'

VIPO 76, LP
CALLED 76.237 AC.
DOC. NO. 202402072

SUBJECT TRACT
30.785 AC.

VIPO 76, LP
CALLED 76.237 AC.
DOC. NO. 202402072

THOMAS CHRISTIAN SURVEY
ABSTRACT NO. 20

SPJST LODGE #18
CALLED 5 AC.
VOL. 231, PG. 126

AMY MOGONYE DARSEY, a.k.a. AMY LEE DARSEY, AND
PAUL DOUGLAS MOGONYE AS CO-TRUSTEES OF THE JIM
MOGONYE BYPASS TRUST
CALLED 69.055 AC.
DOC. NO. 201410215

LOT 2A
AMENDED PLAT OF
AND 3, CORLIN SUBDIVISION
CAB. 9, PG. 30-B

<> DIAMOND SURVEYING, INC.
116 SKYLINE ROAD, GEORGETOWN, TEXAS 78628
(512) 931-3100
T.B.P.E.L.S. FIRM NO. 10006900

SHEET 1 OF 2

Z:\WALTZ & PRETE\ELGIN HWY 95 2025-26\REZONING TRACT\ELGIN HWY 95 REZONING TRACT.dwg

DRAWING TO ACCOMPANY METES AND BOUNDS DESCRIPTION
FOR A 30.785 ACRE TRACT OF LAND SITUATED IN THE
THOMAS CHRISTIAN SURVEY, ABSTRACT NO. 20, BASTROP
COUNTY, TEXAS, AND BEING OUT OF THE CALLED 76.237
ACRE TRACT OF LAND CONVEYED TO VIPO 76, LP,
RECORDED IN DOCUMENT NO. 202402072 OF THE OFFICIAL
PUBLIC RECORDS OF BASTROP COUNTY, TEXAS.

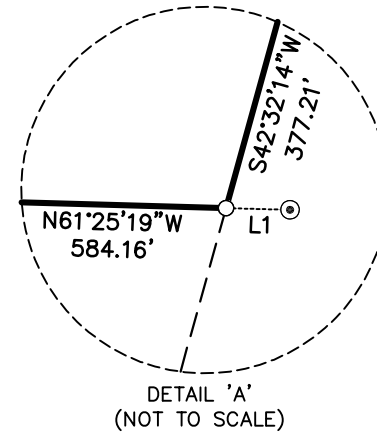
CURVE	RADIUS	ARC LENGTH	DELTA ANGLE	CHORD BEARING	CHORD LENGTH
C1	2804.79'	609.61'	12°27'11"	S36°15'08"W	608.41'

LINE	BEARING	DISTANCE
L1	S61°25'19"E	0.86'
L2	N77°10'10"E	78.22'
L3	N39°03'29"E	44.70'
L4	N28°20'26"E	11.13'

PROPERTY LEGEND

P1

CLAYTON PROPERTIES
GROUP, INC.
d.b.a. BROHN HOMES
REMNANT PORTION
CALLED 234.288 AC.
DOC. NO. 201807699



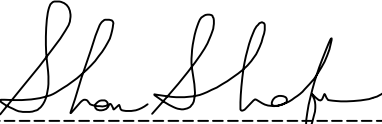
NOTES:

1) BEARING BASIS: NAD-83, TEXAS CENTRAL
ZONE (4203) STATE PLANE SYSTEM.
DISTANCES SHOWN HEREDN ARE SURFACE
DISTANCES BASED ON A COMBINED SURFACE
ADJUSTMENT FACTOR OF 1.00008.

2) ALL DOCUMENTS LISTED HEREDN ARE
RECORDED IN THE OFFICE OF THE COUNTY
CLERK OF BASTROP COUNTY, TEXAS.

LEGEND

- IRON ROD FOUND
- TXDOT TYPE I MONUMENT FOUND
- ⊙ 1/2" PINCHED IRON PIPE FOUND
- IRON ROD SET WITH CAP
MARKED "DIAMOND SURVEYING"
- ▽ CALCULATED POINT
- RIGHT-OF-WAY DEED LINE
- R.O.W. RIGHT-OF-WAY
- P.O.B. POINT OF BEGINNING


SHANE SHAFER, R.P.L.S. NO. 5281

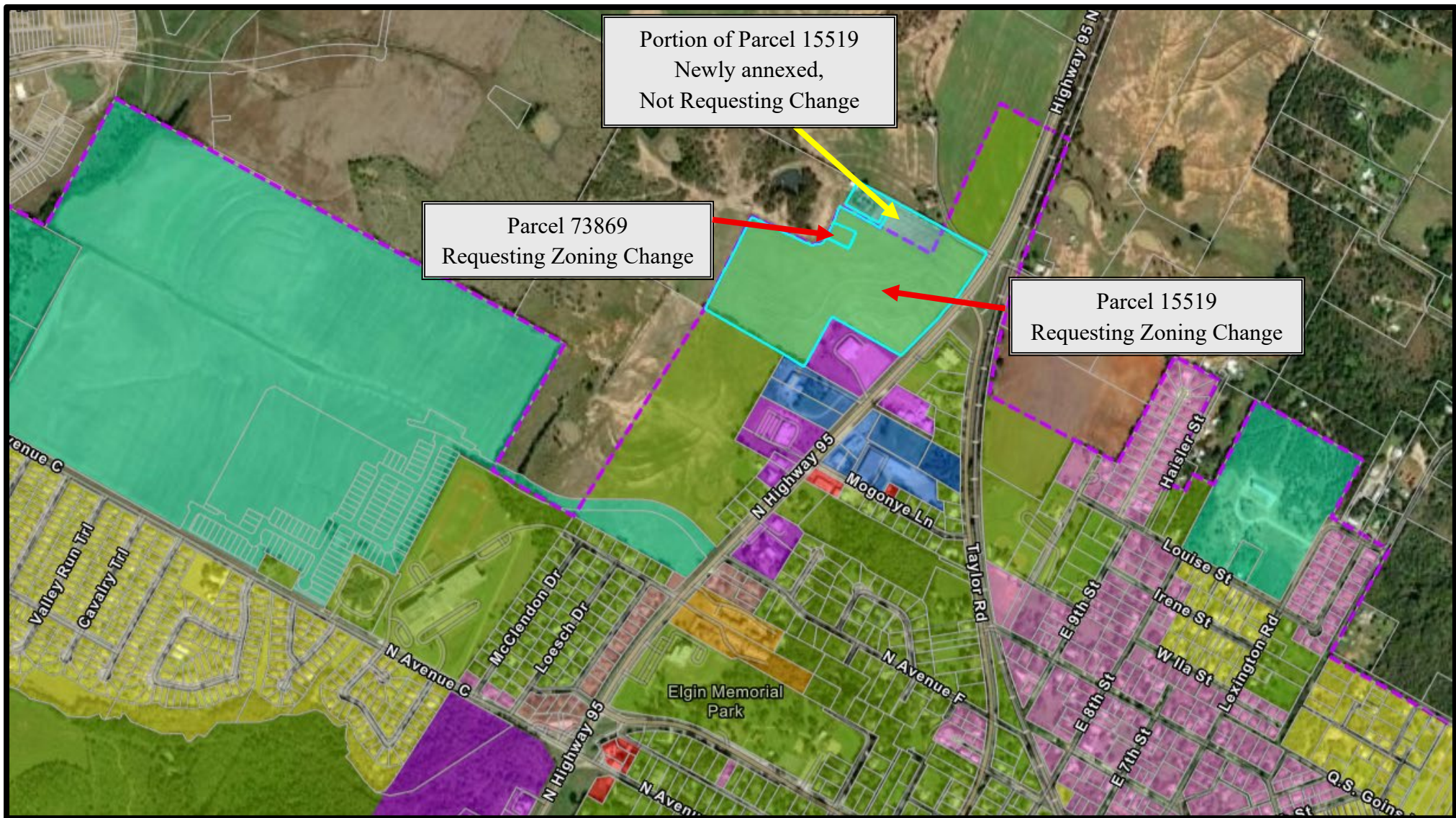
December 9, 2025
DATE



SHEET 1 OF 2

 **DIAMOND SURVEYING, INC.**
116 SKYLINE ROAD, GEORGETOWN, TEXAS 78628
(512) 931-3100
T.B.P.E.L.S. FIRM NO. 10006900

Vicinity Map



NON-PDD REZONING APPLICATION

Date: _____

SITE INFORMATION

Project Address: _____

Parcel Identification Number (if no address): _____

APPLICANT

Name: _____

Postal Address: _____

E-Mail Address: **INFORMATION REDACTED** ____; Phone Number: **INFORMATI INFO**

The information given on this application is accurate to the best of my knowledge. All provisions of laws and ordinances governing this work will be complied with, whether specified on this application or not.

Tim Condon

Signature

Printed Name

Date

Project Description:

We are proposing the development of a ±75-acre tract of land. Of this, approximately 30.785 acres lie within the City Limits of Elgin, while the remainder is located within the ETJ. The project will be executed in phases.

Phase One:

- Rezoning the portion of the property within the City Limits from R-1 "Single-Family Dwelling District" to C-3 "Highway Commercial District"
- Immediate development of a hotel tract.
- Preliminary platting of the entire ±75 acres, with a final plat prepared for the Phase One portion.
- Construction of a public roadway and installation of utilities to serve the initial development.

Future Phases:

- Annexation of the remaining acreage currently in the ETJ.
- Zoning of the annexed property to align with the intended development program.

This phased approach ensures that the initial commercial project can proceed promptly while establishing the framework for future expansion and integration of the remaining property.



802 N. Ave. C
P.O. Box 591
Elgin, Texas, 78621



(512) 281-0119



www.elgintexas.gov



Elgin City Council Meeting Agenda Item Executive Summary

ITEM: A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE A PROPOSAL FOR ENGINEERING SERVICES FOR AN ODOR CONTROL SYSTEM AT THE WASTEWATER PLANT II PROJECT, AND MAKING CERTAIN FINDINGS RELATED THERETO. (GONZALEZ)

DEPARTMENT: Public Works

PROPOSED ACTION: Review and consider approval of the proposed design services and the fees associated.

BACKGROUND:

Wastewater treatment plants must comply with strict regulations designed to protect the environment, including requirements related to odor control and overall plant operations. Staff believe that implementing this improvement would help strengthen relationships with community partners.

Therefore, the City of Elgin intends to design, bid, and construct an odor control system at the future 3.0 MGD WWTP to mitigate off-site odors and enhance operational conditions. The system will include a foul air collection network and odor treatment unit(s) integrated into the overall WWTP Phase 1 improvements.

BUDGET/FINANCIAL IMPACT:

Funding for this item was {x} included {} not included in the current-year budget {} N/A

The total fee for these design services is \$399,415.00

RECOMMENDATION:

Staff recommends proceeding with the design and eventual installation of an Odor Control System.

ATTACHMENTS:

1. RESOLUTION WWTP permitproposal 2025-02-18-XX
2. Engineering Proposal Elgin WWTP No. 2 Amendment No. 1

{ } Staff will be making a detailed presentation on this agenda item at the meeting.

{X} Staff will provide brief comments and answer questions on this item at the meeting.

{ } This is a routine procedural item and no presentation is planned for the meeting.

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.

RESOLUTION NO. 2026-03-03-XX

A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE A PROPOSAL FOR ENGINEERING SERVICES FOR AN ODOR CONTROL SYSTEM AT THE WASTEWATER PLANT II PROJECT, AND MAKING CERTAIN FINDINGS RELATED THERETO.

WHEREAS, the City of Elgin has certain interest and service requirements set forth in the certificates of convenience and necessity of a wastewater service area set forth by the Public Utility Commission; and,

WHEREAS, in the interest of providing quality service to this area and maintaining an enterprise fund for the City of Elgin, staff and the city engineer present this proposal to council; and,

WHEREAS, the proposal for an odor control system may be preferred by the community and for the design of the wastewater plant; and,

WHEREAS, this proposal is presented now to the council for consideration and approval.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ELGIN, BASTROP AND TRAVIS COUNTY, TEXAS THAT:

Section 1. Findings. The following recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes as findings of fact.

Section 2. Authorization. The City Manager or Mayor is hereby authorized to execute a proposal for an odor control system design and engineering services in the amount of the proposal attached and identified as Exhibit A. "Odor Control System City of Elgin WWTP 3.0 MGD plant 2" copied verbatim herein.

Section 3. Open Meetings. The City Council hereby finds and declares that written notice of the date, hour, place, and subject of the meeting at which this Resolution was adopted was posted and that such meeting was open to the public as required by law at all times during which this Resolution and the subject matter hereof were discussed, considered, and formally acted upon, all as required by the Open Meetings Act, Chapter 551, Texas Government Code, as amended.

Section 4. This Resolution shall take effect immediately upon passage.

PASSED AND ADOPTED this 3rd day of March 2026

ATTEST:

THERESA Y. MCSHAN, Mayor
City of Elgin, Texas

ESMERALDA RANGEL, Assistant City Secretary

February 9, 2026

Mr. Michael Gonzalez
Public Works Director
City of Elgin
310 North Main Street
P.O. Box 591
Elgin, Texas 78621

**RE: Odor Control System
City of Elgin 3.0 MGD WWTP No. 2
Engineering Services Proposal Amendment No. 1**

Dear Mr. Gonzalez:

Ward, Getz and Associates LLC (WGA) has prepared this proposal for amended professional engineering services for the design of a new odor control system for the City of Elgin 3.0 MGD WWTP No. 2 project.

PROJECT UNDERSTANDING

WGA understands that the City of Elgin wishes to design, bid, and build an odor control system at the future 3.0 MGD wastewater treatment plant (WWTP) to mitigate odor to the surrounding areas. The new odor control system will consist of a foul air collection system and odor control treatment unit(s) serving the facilities identified herein.

PROJECT DESCRIPTION

The proposed amendment shall include the following components (defined as project limits):

1. Foul Air Collection System.
2. Odor Control System for Influent Lift Station and Headworks.

ENGINEERING SCOPE OF WORK (SOW)

WGA will perform the following additional Scope of Work:

A. Project Summary:

1. Odor Control System
 - a. Preliminary design
 - (1) Evaluate up to four (4) different types of odor control systems including planning-level costs, advantages, and disadvantages.



- (2) Submit technical memorandum of the evaluation with WGA's recommendation.
 - (3) Present findings in one (1) workshop with City of Elgin's plant staff.
 - b. Final Design
 - (1) One central odor control system to treat foul air from the influent lift station, headworks, and the dumpster building.
 - (2) Odor control system at a minimum to consist of foul air piping (FRP), blower, treatment unit, and supplemental nutrient solution (if applicable) as required by the selected technology.
2. Electrical
 - a. One-line diagrams, load analysis, MCC design (limited to equipment associated with the odor control system).
 - b. Conduit schedule specifying conductor and conduit sizing.
 - c. Electrical control schematics.
 - d. Electrical details and technical specifications.
 - e. Process and Instrumentation drawings.
 - f. SCADA system (limited to integration of odor control equipment only).
3. Structural
 - a. Equipment pad design.
 - b. Stairs, guardrails, and landings.
 - c. Catwalks, platforms, and ladders.
 - d. Technical specifications and details
- B. Preliminary Design
 1. Plan and participate in a kick-off meeting with the City to confirm the project requirements, goals and objectives, lines of communication, and schedule.
 2. Evaluate up to four (4) types of odor control system alternatives including planning-level costs.
 3. Prepare and submit technical memorandum of the evaluation with WGA's recommendation
 4. Plan and participate in one (1) workshop to present the findings from the preliminary phase and determine the recommended odor control system for the WWTP.
Additional meetings or workshops beyond those listed above shall constitute Additional Services.
- C. Final Design
 1. Prepare construction plans and technical specifications for the project including all details. Construction plans will include all civil, mechanical, electrical, and structural drawings.

2. Provide design submittals to the City for review at 60%, 90%, and 100% completion milestones with one (1) consolidated written comment package per milestone.
 3. 60% Submittal: Prepare drawings, specifications, designs, and layouts of improvements to be constructed. 60% submittal documents will include dimensional layout drawings, plans, sections, and elevations, typical details, and most of the special details. The 60% draft specifications will include equipment items. WGA will receive comments from Client and address comments in the 90% submittal.
 4. 90% Submittal: Review documents will include all plans and specifications with minor corrections and notes remaining. WGA will receive comments from Client and address comments in the Final Construction Contract Documents.
 5. Final Construction Contract Documents: The plans and specifications will be finalized based on one (1) consolidated set of written comments from Client. WGA will seal and sign the completed documents. WGA shall update plans and specifications with any final comments prior to finalizing construction.
 6. Third party Quality Control (QC) will be performed on drawings, technical specifications, and OPCC at 60%, 90%, and 100% milestones. Comments from the QC reviews will be provided in an excel spreadsheet.
- Revisions resulting from scope changes, regulatory agency comments, third-party review comments beyond one consolidated review per milestone, or changes to previously approved design decisions shall constitute Additional Services.

ASSUMPTIONS

1. The plant design will be based on the Phase 1 flows of 3.0 MGD Avg. Daily Flow and a 2 hr peak flow of 12.0 MGD.
2. Subconsultants for the use of the project design will be selected by WGA.
3. This proposal is limited to odor control from the influent lift station and the headworks structure consisting of influent screens, grit system, and the dumpster building.
4. The odor control system will be incorporated into the ongoing final design of 3.0 MGD WWTP and will be bid and constructed as part of the 3.0 MGD WWTP design project.

ANTICIPATED SCHEDULE

- Preliminary Design – 60 Days from Notice to Proceed
 - Final Design – 6 months from approval of selected alternative
- Schedule assumes timely receipt of required information and consolidated review comments from the City.

EXCLUSIONS

1. All exclusions from the original proposal dated July 2, 2025, will be considered in effect

for this amendment.

2. Odor modeling, dispersion modeling, and odor performance guarantees are excluded.
3. Construction phase services beyond bidding assistance are excluded.
4. Services required due to regulatory agency review or permitting are excluded unless specifically identified herein.

COMPENSATION FOR SERVICES

WGA will provide the professional engineering services as outlined herein as follows:

	Fee Type	Proposed Fee
Structural Engineering	LS	\$43,125
Electrical Engineering	LS	\$39,344
Architectural Engineering	LS	\$19,563
Preliminary Design	LS	\$34,370
60% Engineering Design	LS	\$111,549
90% Engineering Design	LS	\$82,719
100% Engineering Design	LS	\$54,932
Bidding Services	LS	\$13,813

Total Proposed Engineering Fees	\$399,415
--	------------------

The total fee of the amendment is for a lump sum cost of \$399,415.

The fee includes labor and standard reimbursable expenses associated with the Scope of Work identified above. Additional Services requested by the City or required due to scope changes shall be authorized in writing and compensated in accordance with the governing agreement.

We appreciate the opportunity to assist with this project and are available to proceed immediately with your written approval. Please review this proposal and, upon acceptance, sign in the space provided below, returning a copy for our files.

Sincerely,



K. Beau Perry, P.E.
Regional Practice Leader

City of Elgin

2-12-26

Date

Date





Elgin City Council Meeting Agenda Item Executive Summary

ITEM: A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE A PROPOSAL FOR ENGINEERING SERVICES FOR THE WEST WIND AND COUNTY LINE ROAD LIFT STATION OFF-SITE WASTEWATER PROJECT, AND MAKING CERTAIN FINDINGS RELATED THERETO. (GONZALEZ)

DEPARTMENT: Public Works

PROPOSED ACTION: Review and consider approval of the resolution as presented.

BACKGROUND:

This resolution authorizes design services on 2 new major wastewater services. The project builds two large gravity sewer lines:

- A **30-inch line** from Westwind Lift Station
- A **48-inch interceptor line** from Elm Creek Lift Station

Both of these lines will terminate at the Wastewater Plant 2 project.

The design and installation of these 2 lines reduces the chances of lift station failure while providing enhanced and upgraded service to areas west and north of County Line Road. The engineering and design of this system are significant, and multiple studies will need to be performed to cross some private property and ensure connectivity. This Project secures the proper infrastructure that is needed to meet the demands of an expanding system. Staying ahead and prepared for major infrastructure needs.

BUDGET/FINANCIAL IMPACT:

Funding for this item was {x} included {} not included in the current-year budget {X}
N/A

Total for engineering services on these 2 projects is \$1,547,465

RECOMMENDATION:

Staff recommends the approval of this resolution and advocates for its installation.

ATTACHMENTS:

1. RESOLUTION WESTWIND OFF SITE 2025-02-18-XX
2. 2026-02-09 Offsite Sewer Line and Elm Creek Lift Station Feedline Proposal

- { Staff will be making a detailed presentation on this agenda item at the meeting.
- {X} Staff will provide brief comments and answer questions on this item at the meeting.
- { This is a routine procedural item and no presentation is planned for the meeting.

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.

RESOLUTION NO. 2025-03-03-XX

A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE A PROPOSAL FOR ENGINEERING SERVICES FOR THE WEST WIND AND COUNTY LINE ROAD LIFT STATION OFF-SITE WASTEWATER PROJECT, AND MAKING CERTAIN FINDINGS RELATED THERETO.

WHEREAS, the City of Elgin has certain interest and service requirements set forth in the certificates of convenience and necessity of a wastewater service area set forth by the Public Utility Commission; and,

WHEREAS, in the interest of providing quality service to this area and maintaining an enterprise fund for the City of Elgin staff and the city engineer present this proposal to council; and,

WHEREAS, the proposal for new and upgraded lines for larger capacity wastewater service and treatment and ultimately treatment; and,

WHEREAS, this proposal is presented now to the council for consideration and approval.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ELGIN, BASTROP AND TRAVIS COUNTY, TEXAS THAT:

Section 1. Findings. The following recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes as findings of fact.

Section 2. Authorization. The City Manager or Mayor is hereby authorized to execute a proposal for an off-site wastewater line design and engineering services in the amount of the proposal attached and identified as Exhibit A. “Westwind Offsite Sewer Line and Elm Creek Lift Station Interceptor Line Engineering Services Proposal” copied verbatim herein.

Section 3. Open Meetings. The City Council hereby finds and declares that written notice of the date, hour, place, and subject of the meeting at which this Resolution was adopted was posted and that such meeting was open to the public as required by law at all times during which this Resolution and the subject matter hereof were discussed, considered, and formally acted upon, all as required by the Open Meetings Act, Chapter 551, Texas Government Code, as amended.

Section 4. This Resolution shall take effect immediately upon passage.

PASSED AND ADOPTED this 3rd day of March 2026

ATTEST:

THERESA Y. MCSHAN, Mayor
City of Elgin, Texas

ESMERALDA RANGEL, Assistant City Secretary



February 12, 2026

Mr. Michael Gonzalez – Public Works Director
City of Elgin
P.O. Box 591
Elgin, TX 78621

**RE: Westwind Offsite Sewer Line and Elm Creek Lift Station Interceptor Line
Engineering Services Proposal**

Dear Mr. Gonzalez:

Ward, Getz, and Associates, LLC (WGA) has prepared this proposal for professional engineering services to the City of Elgin (Client) for the design of two new wastewater lines from Westwind Lift Station (30-inch line) and Elm Creek Lift Station (48-inch line) to Wastewater Treatment Plant No. 2 near Littig Road and Country Line Road.

PROJECT DESCRIPTION – Westwind Offsite Sewer Line (30 INCH)

The proposed project will consist of a new 30-inch PVC wastewater line from the existing Westwind Lift Station south to the proposed 48-inch wastewater line along Elm Creek. The line will pass through the proposed Park Place development (Briarwood In-City MUD) and additional property(s). The Westwind lift station will be decommissioned as part of the project. The project shall include the following components (defined as project limits):

1. Approximately 2,300 linear feet of 30-inch PVC wastewater line to include jack-and-bore and a steel casing pipe with PVC carrier pipe under US 290 and a bore under Elm Creek.
2. Decommissioning Westwind Lift Station.
3. Construction of approximately 10 new 6-ft diameter manholes.
4. Connection to the proposed 48" wastewater line

PROJECT DESCRIPTION – Elm Creek Lift Station Interceptor Line (48 INCH)

The proposed project will consist of a new 48-inch wastewater line from the Elm Creek Lift Station to the new wastewater treatment plant on Luttig Road. The project shall include the following components (defined as project limits):

1. Approximately 17,700 linear feet of 48-inch PVC wastewater main starting at the Elm Creek Lift Station and then running along the stream alignment and Albert Voelker Road and County Line Road or combination thereof.
2. Construction of approximately 20 new 6-ft diameter manholes. Includes a connection to the proposed 30-inch line outlined above.
3. Connection of the line into the proposed lift station at Wastewater Treatment Plant No. 2.
4. Construction of a flow split vault that allows the Elm Creek Lift Station to continue to be in operation.

ENGINEERING SCOPE OF WORK (SOW)

WGA will perform the following Engineering Scope of Work:

A. Topographical Survey

1. Acquire field topographical data for the design portion of the project on City's coordinate system, to include:
 - a. Detailed survey including utility locates (as furnished by the specific utility provider) within the project limits described above.
 - b. Provide subsurface utility engineering (SUE) for utility locates (quality level C and D) unless otherwise noted. The crossing of US 290 will involve quality level B.
2. Set horizontal and vertical primary control points.
 - a. Primary control points shall be set at a spacing of 500 ft. or greater and inter-visible with each other where possible, away from possible disturbance from construction activity.
 - b. Primary control points shall be used as the primary horizontal and vertical control for the project and as benchmarks for the project.
 - c. Horizontal and vertical data for primary control shall be based on Static RTK observations using the Leica Smartnet Network or approved equal.
 - d. The horizontal datum shall be based on NAD83 (2011) using the Texas Coordinate System, Central Zone (4203),
 - e. The vertical datum shall be based on NAVD88 using Geoid 12B.
 - f. Secondary control points shall be set as necessary for conventional ground surveying and terrestrial LiDAR scans
3. Perform necessary research to obtain ownership records for properties affected by the project limits.

- a. Prepare a project ownership spreadsheet and perform right-of-entry (ROE) coordination for site access from property owners to secure access for locating property corners, topographic design surveying within the survey limits and to set proposed right of way (ROW) corners. The City will send the right-of-entry access forms to the various property owners and acquire signatures
4. Provide design level topographic survey data within the project survey limits.
 - a. The survey will be performed on the ground utilizing a combination of terrestrial LiDAR with traditional field observation methods to locate found visible features, both horizontally and vertically, including existing on-site structures, drainage features, adjacent and onsite sidewalks, curb lines, pavement, roadway paint striping, driveways, fences and visible above-ground utility appurtenances within the survey limits.
 - b. The survey will obtain topographic field elevations throughout the project site at 50-foot x 50-foot grid intervals for use in developing a digital terrain model.
 - c. Markings from franchise utility services and city utilities will be located at time of survey.
 - d. Flowline elevations of found storm water and sanitary sewer manhole inlet structures immediately adjoining the site will be identified.
 - e. The survey will field locate found protected trees 6 inches or greater in trunk diameter measured at breast height, in accordance with municipal code. Trees will be tagged in the field and shown on the survey noting trunk diameter, species and canopy size.
 - f. Survey deliverable will be an AutoCAD .dwg file showing topographic points, features and 1 ft contours, accompanied by a point file in .csv format and digital terrain model in .xml format.
5. The surveyor will perform necessary research to acquire ROW maps, current adjoining property deeds and subdivision plats for properties affected by the project limits.
 - a. Field boundary reconnaissance will be performed to locate found subject property and adjoining property corner monumentation.
 - b. Results will be compared, and boundary resolutions determined for affected rights-of-way and properties adjoining the project limits.
 - c. Existing easements of record discovered during abstracting will be shown on the survey.
 - d. Deliverable will be PDF copies of property research and an AutoCAD .dwg file showing established ROW lines, adjoining property lines, found easements and record property ownership information.

6. Provide survey field notes for:
 - a. Nineteen (19) land acquisition including permanent easement and construction easements, to include ownership/existing easement title work.
 - b. Platting services to include:
 - (i) Creation of nineteen (19) Certified Easements and Legal Descriptions for private property owners along the proposed route.
 - (ii) Creation of a property master CAD .dwg file along proposed route.
 - (iii) Deliverables to include point file of boundary points in CSV file format, AutoCAD Civil3D .dwg file containing property master and field located boundary corners, and nineteen (19) certified easements.
 - c. Title services to include:
 - (i) Title research for various tracts to establish property boundaries, and for the nineteen (19) certified easements.
 - (ii) PDF files for 30 Year Vesting Title for the nineteen (19) private property owners along the proposed route.
 - (iii) Title research is to be performed before mobilizing the field crews for the boundary and topography survey.

B. Permitting

1. Submit applications and/or permits for:
 - Texas Commission on Environmental Quality (TCEQ) – summary transmittal letter.
 - TxDOT – utility crossing permit for US 290
 - Travis County – development permit (if necessary)
 - City of Elgin
 - USACE Nationwide permitting

C. Construction Documents

1. Prepare construction documents for the proposed project, consisting of:
 - a. Technical specifications, bidding and contract documents.
 - b. General sheets, including general construction notes.
 - c. Sanitary Sewer pipeline plan and profile drawing sheets.
 - d. Phased traffic control plan to maintain traffic during construction as necessary.
 - e. Erosion control plan.
 - f. City of Elgin Standard Construction Details.

g. Miscellaneous details.

2. Submit 60%, 90% and 100% construction documents to City for review/approval, and meeting with City Staff to discuss each.
3. Acquire information from the franchise utilities (gas, telephone, cable, etc.) and determine need for relocation. The City will provide direct correspondence with the franchise utilities. Design of existing utility relocations shall be provided by others.
4. Attend public outreach meetings to discuss the proposed project (Maximum of two), if required.
5. Provide final set of construction documents for bid.
6. Coordinate termination location of 48 inch sewer with consultant for wastewater treatment plant.

D. Bidding Support

1. Organize and participate in construction pre-bid meeting.
2. Address contractor questions during the bidding process and submit bid addendums as applicable.
3. Assist the City in bidding process including preparation of advertisement document, opening and tabulation of bids, and award recommendation letter.
4. Attend City Council meeting for construction award.
5. Prepare construction contract documents.

E. Construction Support

1. Organize and conduct the pre-construction meeting.
2. Provide contractor correspondence, submittal review, request for information review, and pay request review and recommendation letters to the City.
3. Organize and attend monthly construction meetings (maximum of 18) and provide meeting minutes. Periodic construction inspection of the project will occur prior to or after these meetings for a maximum of two (2) hours per visit for eighteen (18) months after the start date of the project, for a maximum total of thirteen (18) inspections. WGA's services do not include continuous inspection of full-time construction observation. WGA shall not be responsible for construction means, methods, techniques, sequences, procedures, safety precautions, or for the Contractor's failure to perform the work in accordance with the contract documents.

4. Organize and attend final inspection and prepare contractor punch list.
5. Prepare documents for project closeout including certificate of construction completion, which will set the construction warranty period.
6. Prepare record drawings based on information provided by the Contractor (3 sets of hard copies and one electronic copy PDF). Record drawings will be prepared based solely on information furnished by the Contractor. WGA makes no representation as to the accuracy or completeness of such information and shall not be responsible for errors or omissions in Contractor provided data.

F. Construction Inspection (Full Time) – Not Included to be submitted under separate cover

ENVIRONMENTAL SCOPE OF WORK

A. Waters of the U.S. Delineation

WGA will conduct a survey for Waters of the U.S. (WOTUS) in accordance with current federal delineation methodology including the 1987 U.S. Army Corps of Engineers (USACE) Wetland Delineation Manual and the 2010 Atlantic and Gulf Coast Regional Supplement. A Wetland Delineation Report will be prepared by WGA to document the determination and delineation data collected during the field survey. The WOTUS delineation report will include a determination regarding the presence of potential WOTUS, as defined by using the applicable USACE guidance, that may be subject to Clean Water Act Section 404 jurisdiction. Should any potential jurisdictional WOTUS features be identified, WGA will delineate the boundaries and collect a minimum of one (1) wetland representative sample data point and one (1) corresponding upland sample data point documented on USACE Wetland Determination Forms. In the absence of potential jurisdictional WOTUS features within the survey area, WGA will collect, as appropriate, sample data points and complete USACE Wetland Determination Data Forms to document the local upland habitats within the survey area. WGA will prepare a WOTUS delineation report for the survey area complete with appropriate field data forms, to provide documentation of these field conditions.

Surveys for this task will be conducted within a 250-foot buffer from the centerline of each respective alignment. Additionally, a standalone deliverable will be generated for both the 30-inch and 48-inch pipeline, independent from one another.

B. Rare, Threatened & Endangered (RTE) Species Habitat Assessment

A field-based assessment for RTE species habitat will be conducted by WGA to document and characterize the ecological setting and identify potential habitats present within the survey area. The assessment will follow the habitat types and naming conventions outlined in the Texas Parks and Wildlife Department (TPWD) Ecosystem Mapping System to ensure consistency. An RTE species habitat assessment report will be prepared by WGA to determine the potential presence of suitable habitat for state and federally protected

species both within and adjacent to the survey area, including any recommendations for additional activities or implementation of best management practices during construction (if applicable). This report will include a review of field-based data and of desktop resources including, but not limited to, U.S. Geological Survey (USGS) topographic maps, U.S. Fish and Wildlife Service (USFWS) Information for Planning and Consultation (IPaC) tool, historic aerial imagery, TPWD Ecosystem Analytical Mapper, Texas Natural Diversity Database (TXNDD) Element of Occurrence Records (EOR), and TPWD Rare Species of Texas by County list.

Surveys for this task will be conducted within a 250-foot buffer from the centerline of each respective alignment. Additionally, a standalone deliverable will be generated for both the 30-inch and 48-inch pipeline, independent from one another.

C. Archeological Background Study

WGA will coordinate with a qualified professional archeologist to conduct a desktop background study for the survey area that will begin with a review of the local geology, soil types, and topographic conditions in and near the survey area to assess archeological probability associated with the survey area. A review of relevant historical maps, historical aerial imagery, and the Texas Historical Commission's Historic and Archeological Sites and Surveys Atlas (Atlas) will provide context for the known or expected cultural resources in and near the survey area. All archaeological sites and historic features within a ½-mile buffer of the survey area will be summarized. The intent of this archeological background study will be to identify previous recorded archeological sites, historic standing structures, historic period cemeteries, and listed National Register of Historic Places properties that may be affected by the project. In aggregate, this data will be used to develop the cultural resources context for the survey area. Findings will be summarized in an archeological background study for review.

This scope includes initial coordination with the Texas Historical Commission (THC) to request concurrence on the findings of the archaeological background study. WGA will submit the desktop review to THC and facilitate correspondence to obtain written confirmation that the background-level assessment is sufficient at this stage. If the THC or another reviewing agency determines that additional investigations are warranted, WGA will provide a separate scope and cost estimate for any supplemental archaeological fieldwork or reporting that may be required.

Studies for this task will be conducted within a 250-foot buffer from the centerline of each respective alignment. Additionally, a standalone deliverable will be generated for both the 30-inch and 48-inch pipeline, independent from one another.

D. U.S. Army Corps of Engineers Permitting – Nationwide Permit

If required, following the review of the preliminary design and Nationwide Permit (NWP) options, WGA will prepare a Pre-Construction Notification (PCN) package for the

appropriate NWP in accordance with the USACE Galveston District application process. This scope of work includes preparing and submitting a permit application seeking coverage under a NWP. WGA will complete the application and coordinate with the Client to gather all pertinent project information and required data. Such data includes information regarding applicant, property ownership, project impacts and mitigation, and supporting graphics for the agency's review. The completed application will be submitted to the Client for review and signature prior to submitting to the USACE. This task also includes coordinating required drawings with the Client, obtaining adjacent property owner contact information, compiling required figures and attachments, GIS support activities for required drawings, conducting quality reviews, clerical support, and addressing two rounds of comments each from Client and the USACE. If needed, WGA will also attend a pre-application meeting with the Client and USACE.

This scope assumes that a separate NWP authorization will be pursued for each respective pipeline alignment. Accordingly, independent PCN packages will be prepared and submitted for the 30-inch and 48-inch pipelines. This scope includes preparation of a Pre-Construction Notification (PCN) for coverage under an applicable Nationwide Permit only. Additional agency comment cycles beyond two (2) rounds, requests for Individual Permit processing, mitigation planning, jurisdictional determinations, or other regulatory requirements shall constitute additional services.

E. Phase I Archeological Survey

If requested, WGA will coordinate with a qualified professional archeologist to conduct an intensive archeological survey of the project area. This work will include a 100 percent pedestrian survey, and subsurface investigations will be performed on those parts of the Project Area that do not exhibit evidence of severe prior disturbance. Survey methods will consist of pedestrian survey, visual inspection, and the excavation of shovel tests. 811 One Calls will be initiated at least 48 hours prior to fieldwork. Mechanical backhoe trenching is not expected to be necessary for this project. Work will be performed in accordance with the THC's and Council of Texas Archeologists (CTA) Archeological Survey Standards (2020).

Newly discovered prehistoric and historic archeological sites will be documented in compliance with THC/CTA survey standards and policies including requirements for assessing historical sites and cemeteries. Any structures 45 years or older located within or adjacent to the APE will photo-documented and described in the report.

A "no collection" policy will be followed where cultural materials are encountered. Diagnostic and non-diagnostic artifacts (e.g., lithic debitage, burned rock, historic glass) will be described, sketched, and/or photo-documented in the field and replaced in the same location in which the artifacts were found.

GEOTECHNICAL SCOPE OF WORK

The geotechnical engineering scope of services will include the following items:

1. Desktop review of generally available public information, e.g., NRCS Soil Maps, Geological Maps, Google Earth Pro aerial imagery.
2. Field exploration consisting of drilling and sampling of the subsurface materials and observation of current groundwater levels at the site.
3. Laboratory testing of the subsurface materials.
4. Engineering analysis and geotechnical recommendations in written report format for the proposed project.

WGA proposes that the subsurface conditions be explored by soil borings following the provided WGA drilling program. The table and figure below summarize the proposed exploratory boring.

A. Field Exploration

	Number of Borings	Boring Depth (ft)	Drilling Footage (ft)
48" Pipe	10	45	450
30" Pipe	2	50	100

The boring locations will be identified in the field using available natural landmarks or GPS coordinates. Surveying of the boring locations to obtain surface coordinates and elevations is beyond the scope of work. References to elevations or depths of various subsurface strata will be based on depths below existing grade at the time of drilling.

1. During the field activities, the subsurface conditions will be observed, logged, and visually classified. Field notes will be maintained to summarize soil types and descriptions, water levels, changes in subsurface conditions, and drilling conditions.
2. Final depths of the borings may be extended or reduced depending on the subsurface materials identified during field activities.
3. Texas One Call or other public utility clearance companies prior to the start of drilling activities. It is our experience that these companies do not mark the locations of privately- owned utilities. This proposal is based on private utility lines and other subsurface appurtenances are located in the field by others prior to field activities.
4. WGA will exercise reasonable caution to avoid damages to underground utilities by contacting local utility companies prior to the field activities. However, private utility locations are often unknown by public utility companies and by the utility owners. Therefore, WGA will not be responsible for damage to the site or any buried utilities

that are not made known to us.

5. Some damage to the ground surface may result from the drilling operations near the work areas and along ingress/egress pathways. The field crew will attempt to limit such damage, but no restoration other than backfilling the borings is included in this proposal. Excess auger cuttings and drilling spoils would be spread on the site.

The field exploration program will be performed in general accordance with the designated ASTM procedures considering local and regional standard of care practices.

B. Laboratory Testing

Representative soil samples obtained during the field exploration program will be transported to the geotechnical laboratory for testing. The nature and extent of this laboratory testing program will be dependent upon the subsurface conditions identified during the field exploration program. The laboratory program will be performed in general accordance with the applicable ASTM procedures considering local and regional standard of care practices.

Portions of any samples that are not altered or consumed by laboratory testing will be retained for 30 days after the issuance of the geotechnical report and will then be discarded.

C. Engineering Analyses and Report

The results of the field exploration and laboratory testing will be used in the engineering analysis and in the formulation of the recommendations. The results of the subsurface exploration, including the recommendations and the data on which they are based, will be presented in a written geotechnical report. The geotechnical report may include the following items:

1. General site development and subgrade preparation recommendations;
2. Recommendations for proposed utility trenches including lateral earth pressure and groundwater considerations for the utility construction; and
3. General construction, excavation, trenching and backfill bedding material recommendations for the proposed wastewater line construction.

A pdf version of the geotechnical report will be prepared and submitted by email to the Client and design team. If requested by the Client, additional hard copies can be provided. The geotechnical report will be reviewed, signed, and sealed by a registered Professional Engineer. Boring logs and subsurface information represent conditions only at the specific locations and times explored and are not intended to represent subsurface conditions at other locations or times.

ELECTRICAL SCOPE OF WORK

The project scope of work is understood to include design for the decommissioning of the existing Westwind Lift Station.

ASSUMPTIONS

As the basis for the preparation for this proposal and the associated cost of service, the following assumptions were made which, if found to be incorrect, may result in request(s) from WGA for additional compensation:

1. Per discussions with City Staff, the purpose of the 30 and 48-inch sanitary sewer installation project will connect directly to the proposed Wastewater Treatment Plant No. 2, when completed. The alignment will run roughly parallel to Elm Creek and the unnamed tributary to the west or the best determined alignment. It will require new permanent easements for most of the route. No other connections are anticipated at this time.
2. Where necessary, the City will be responsible for arranging property access (and acquiring executed right-of-entries) prior to commencement of the field survey and/or environmental investigations for properties not located within City right-of-way. WGA will not perform any field investigation on properties where access has not been granted.
3. Subsurface utility engineering, if provided, will not relieve the contractor from the duty to comply with applicable utility damage prevention laws and regulations, including, but not limited to, giving notification to utility owners or “One-Call Notification Centers” before excavation.
4. Should the schedule be changed or put on “hold” by the City, all costs incurred by WGA up to notification of change of schedule or “hold” status will be billed to the City. Additional fees that WGA may incur as a result of the change of schedule or “hold” status will be billed to the City once the Project has resumed in addition to the cost of services included in this proposal.
5. The entire project will consist of a single bid/construction project.
6. WGA’s effort and costs for construction services are based on a eighteen (18) month construction project duration, starting from the date of the Contractor’s notice to proceed. If the construction period extends beyond this time period, WGA may request additional compensation.
7. The City of Elgin will be able to operate the Westwind and Elm Creek Lift Stations until the gravity line(s) are completed.

8. Assumptions for the environmental scope of work include:
 - a. The Environmental field surveys and desktop evaluations are limited to a 250-foot buffer from the centerline of each respective pipeline alignment.
 - b. The 30-inch and 48-inch pipelines are being evaluated as independent alignments and a separate fee and fully standalone deliverables are included in this scope of work.
 - c. If needed, the Phase I Archeological Survey will be conducted within the project footprint.
9. The boring locations are able to be accessible to truck-mounted drilling equipment and the client obtaining and providing permission for WGA to enter and access the site. If site conditions exist such that the use of a dozer or an All-Terrain Vehicle (ATV) is required to access the site, an additional charge may be necessary. Likewise, in the event clearing of trees or debris is necessary, an additional fee will be necessary. In either event, the client will be notified prior to further action on the part of WGA. If WGA needs to subcontract clearing services, this can typically be performed for \$4,000/day (permitting not included). If WGA needs to subcontract private utility locating services to clear the proposed boring locations, this can typically be performed for \$1,500.00/half day.

EXCLUSIONS

The following items are specifically excluded from the scope of work:

1. Any design services not listed above, including but not limited to design of landscape or irrigation, street reconstruction, sidewalks or accessibility, electrical or lighting.
2. Modifications or upgrades to Elm Creek Lift Station (other than listed above).
3. Environmental or cultural services (other than listed above).
 - a. This proposal does not include costs associated with species-specific surveys, or formal consultation.
 - b. This scope assumes impacts, if any, will qualify for authorization under a U.S. Army Corps of Engineers (USACE) Nationwide Permit (NWP). Preparation of a USACE Standard Individual Permit application is not included in this scope.
 - c. Compensatory mitigation planning, mitigation bank credit procurement, mitigation monitoring, or preparation of mitigation plans is not included in this scope unless specifically stated.
 - d. This scope does not include preparation of Biological Assessments, Habitat Conservation Plans, formal consultation under Section 7 of the Endangered

Species Act, or species-specific protocol surveys unless specifically authorized in writing.

4. Post-construction topographical survey or GIS system updates.
5. Design of improvements or relocations for private sanitary sewer lines, electrical lines, gas lines, telephone lines or other franchise utilities.
6. Construction staking or field staking for other purposes.
7. Attendance at or preparation for condemnation hearings, easements or plat documents, landowner contact or easement negotiations, other than mentioned above.
8. Preparation of permits, applications, etc. (not mentioned above or in the cost table).
9. Costs for permitting or application fees or review fees by regulatory authorities, other than mentioned above or included in the cost table.
10. TDLR registration, fees, inspections, or plan review/approval.
11. Appraisal and acquisition services for required easements.
12. Geotechnical investigation (other than listed above).
13. Electrical engineering (other than listed above).
14. Platting or Rezoning of any properties.
15. Storm Water Management Plan, or Drainage Impact Study.
16. Floodplain Mitigation. According to the Federal Emergency Management Agency (FEMA) the subject site is graphically located inside the floodplain (Zone “A” and “AE”) as delineated on the FEMA FIRM Map 48453C0510H, dated September 26, 2008. WGA makes no representation regarding final floodplain status or regulatory floodplain determinations.
17. Letter of Map Revision (LOMR), Conditional Letter of Map Revision (CLOMR), or other flood studies.
18. Tree Preservation plans and Tree Mitigation plans
19. Fire Flow Tests and Calculations.
20. This proposal does not include costs associated with species-specific surveys, or formal consultation. Should these services become necessary based on agency feedback or site-specific conditions, a separate scope and fee will be provided.

21. This scope includes a desktop archaeological background study and initial coordination with the Texas Historical Commission (THC). It does not include archaeological field survey, shovel testing, monitoring, site testing, data recovery, or preparation of an Antiquities Permit.
22. Compensatory mitigation planning, mitigation bank credit procurement, mitigation monitoring, or preparation of mitigation plans is not included in this scope unless specifically stated. Should mitigation be required, WGA will provide a separate scope and fee.

COMPENSATION FOR SERVICES

WGA will provide the professional engineering services as outlined herein for a total lump sum fee as follows:

30-inch Wastewater Project*

Wetland Delineation and RTE (Field Survey):	\$ 21,131.00
Cultural Services (Desktop):	\$ 5,894.00
Cultural Services (Field Survey):	\$ 11,825.00
USACE Nationwide Permit:	\$ 10,781.00
Topographical/Tree Survey/Boundary Verification:	\$ 18,826.00
Three (3) Easement Documents:	\$ 5,776.00
Title Research for three (3) Properties:	\$ 3,004.00
Electrical Engineering:	\$ 9,344.00
Geotechnical Report:	\$ 24,725.00
Engineering Design:	\$133,794.00
Bidding:	\$ 17,896.00
Construction Management:	\$ 46,843.00
Total:	\$ 309,839.00

48-inch Wastewater Project*

Wetland Delineation and RTE (Field Survey):	\$ 26,019.00
Cultural Services (Desktop):	\$ 6,829.00
Cultural Services (Field Survey):	\$ 21,563.00
USACE Nationwide Permit:	\$ 12,219.00
Topographical/Tree Survey/Boundary Verification:	\$ 82,428.00
Sixteen (16) Easement Documents:	\$ 30,813.00
Title Research for Sixteen (16) Properties:	\$ 16,023.00
Geotechnical Report:	\$ 40,006.00
Engineering Design:	\$ 796,449.00
Bidding:	\$ 36,385.00
Construction Management:	\$ 168,892.00
Total:	\$ 1,237,626.00

**Assumes work on both wastewater projects are awarded at the same time under one bid. If the project is bid separately or awarded at different times, WGA reserves the right to adjust its fee accordingly.*

The total fee of the entire project is for a lump sum cost of **\$1,547,465.00**.

This fee includes labor and material costs associated with the Scope of Work identified above including expenses.

WGA's fee above is based on a continuous flow of work. Any delays or restrictions, caused by customer or customer's sub consultants, which result in idle-time or inefficiencies, could be cause for additional compensation.

The payment schedule will be via monthly progress billing.

Changes in scope, including additional scenarios or modification to the scenarios identified above will be evaluated for additional services and/or materials cost through a formal change order process, which results in approval of the additional cost prior to executing the additional work.

Fees for services quoted in this Letter of Agreement are valid for a period of time not to exceed 60 days from the date of this letter.

We appreciate the opportunity to assist with this project and are available to proceed immediately with your written approval. Please review this proposal and, upon acceptance, sign in the space provided below, returning a copy for our files.

TASK ORDER No. 15

Task Order Effective Date: March 6, 2025

pursuant to MASTER PROFESSIONAL SERVICES AGREEMENT

dated February 6, 2024 between Client and WGA (“Agreement”)

Pursuant and subject to the above-referenced Agreement, WGA will perform the Work described below.

Name of the Project:	City of Elgin 30” and 48” Wastewater lines	
Location of the Project Site:	City of Elgin	
Work and Deliverables:	Per Scope of Services	
Materials to be procured:	NA	
Commencement Date:	March 4, 2026	
Contract Time:	Completion of Design 12 months from Commencement Date	
The Work will be performed for the following price (“Contract Price”):		Per Attached Proposal
[check all that apply]		
		Other (describe):
Client’s Representative	Michael Gonzalez	
WGA’s Representative:	Beau Perry	
Invoicing Instructions:	Per MSA and defined Scope of Services	
Acceptance Criteria:	NA	
Any other clarifications, information, or requirements applicable to such Work:	Per Scope of Services	

IN WITNESS WHEREOF, each Party has caused this Task Order to be executed by its duly authorized representative as of the Task Order Effective Date, and by so executing has agreed to be bound by this Task Order.

Client:
City of Elgin

By: _____

Printed Name: Robert Eads

Title: Interim City Manager

WGA:
Ward, Getz & Associates, LLC



By: _____

Printed Name: Beau Perry

Title: Regional Practice Leader



Elgin City Council Meeting Agenda Item Executive Summary

ITEM: A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH STACEY FORD OSBORNE FOR CONTINUED PUBLIC INFORMATION AND COMMUNICATION SERVICES FOR THE CITY OF ELGIN, AND MAKING CERTAIN FINDINGS RELATED THERETO.

DEPARTMENT: Human Resources

PROPOSED ACTION: Approval of a Resolution authorizing a professional services agreement with Stacey Ford Osborne to be designated as the City's Public Information Officer.

BACKGROUND:

Engagement of a Public Information Officer on a contractual basis supports the City of Elgin's commitment to transparency, effective communication, and public trust. This action aligns with City Council priorities by enhancing the City's capacity to communicate clearly and consistently regarding City operations, initiatives, and services, while maintaining flexibility through annual contract approval.

The City of Elgin seeks authorization for the City Manager to enter into a professional services agreement with **Stacey Ford Osborne**, an independent contractor, to provide Public Information Officer (PIO) services in support of the City's communications, transparency, and public engagement objectives. Under the agreement, Ms. Osborne will provide strategic, advisory, and operational public information services, including employer branding, public and media communications, social media strategy and management, website content advice, and crisis communication support as needed. The services are intended to ensure timely, accurate, and consistent communication with residents, businesses, media, and other stakeholders, and to support City leadership and City Council goals. The agreement will commence upon execution and expire on December 31 of the applicable calendar year. Any renewal of the agreement will require annual approval in accordance with City policy and applicable law.

BUDGET/FINANCIAL IMPACT:

Funding for this item was {X} included {} not included in the current-year budget {} N/A

Ms. Osborne will be compensated at an hourly rate of **\$100.00 per hour**, with total compensation not to exceed **\$96,000 per fiscal year**, inclusive of all professional fees.

Authorized mileage and approved reimbursable expenses may be reimbursed in accordance with City of Elgin policies. Funding for this agreement is included in the adopted budget, and no additional appropriation is required at this time.

RECOMMENDATION:

Staff recommends approval of the resolution as presented. Approval of this action will allow the City to leverage specialized communications expertise to enhance public understanding and support informed community participation.

ATTACHMENTS:

1. Resolution Stacey Osborne 02-2026
2. PIO Consultant Contract

- { } Staff will be making a detailed presentation on this agenda item at the meeting.
- {X} Staff will provide brief comments and answer questions on this item at the meeting.
- { } This is a routine procedural item and no presentation is planned for the meeting.

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.

RESOLUTION NO. 2026-03-03-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH STACEY FORD OSBORNE FOR PUBLIC INFORMATION OFFICER (PIO) SERVICES; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Elgin recognizes the importance of timely, accurate, and transparent communication with residents, businesses, media, and other stakeholders regarding City programs, projects, and initiatives; and,

WHEREAS, the City desires to engage Stacey Ford Osborne, an independent contractor, to provide professional Public Information Officer (PIO) services in support of the City's communications, transparency, and public engagement objectives; and,

WHEREAS, funds are available in the adopted budget to support these services.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ELGIN, BASTROP AND TRAVIS COUNTY, TEXAS THAT:

Section 1. Findings. The following recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes as findings of fact.

Section 2. Authorization. The City Manager is hereby authorized to enter into a professional services agreement with Stacey Ford Osborne for Public Information Officer (PIO) services at an hourly rate of \$100.00, with total compensation not to exceed \$96,000 per fiscal year, subject to the availability of appropriated funds. The City Manager is further authorized to execute all necessary documents and administer the agreement in accordance with City policies and applicable law.

Section 3. Open Meetings. The City Council hereby finds and declares that written notice of the date, hour, place, and subject of the meeting at which this Resolution was adopted was posted and that such meeting was open to the public as required by law at all times during which this Resolution and the subject matter hereof were discussed, considered, and formally acted upon, all as required by the Open Meetings Act, Chapter 551, Texas Government Code, as amended.

Section 4. This Resolution shall take effect immediately upon passage.

APPROVED AND ADOPTED this 3rd day of March 2026.

THERESA Y. MCSHAN, Mayor
City of Elgin, Texas

ATTEST:

ESMERALDA RANGEL, Assistant City Secretary



CONSULTANT AGREEMENT

Public Information Officer (PIO)

This Consultant Agreement (“Agreement”) is entered into as of **March 1, 2026**, by and between the **City of Elgin**, a municipal corporation (“City”), and **Ford Osborne & Associates**, a Limited Liability Corporation and acting as an independent contractor (“Consultant”).

1. Engagement

The City hereby engages Consultant to provide professional strategic communications and serve as the City’s Public Information Officer (PIO) in support of the City’s communications, transparency, and public engagement objectives, based on Consultant’s demonstrated competence and requisite qualifications to perform services and Consultant agrees to perform such services in accordance with the terms of this Agreement.

The City Manager and Mayor retain ultimate authority over public communications and strategy relying on the Consultant for professional guidance and recommendations.

2. Term and Annual Renewal

- **Term:** The term of this Agreement shall commence on the effective date above and shall expire on **September 30th** of the applicable fiscal year (“Expiration Date”), unless earlier terminated in accordance with this Agreement.
- **Annual Renewal Required:** This Agreement shall **not automatically renew**. Any renewal must be approved annually in accordance with City policy and applicable law and documented in writing.

3. Scope of Work

The Consultant shall serve as a collaborative partner in the City’s communication function to develop and execute the City’s communication strategy. A comprehensive Scope of Work is attached hereto with a focus on the following areas:

- Strategic Communication Leadership
- Branding
- Messaging
- Media Relations
- Best Practices and Training
- Website Management
- Social Media Strategy

Additional services may be provided upon mutual written agreement, subject to available funding and authorization.

4. Compensation and Reimbursements

a. Professional Fees

- **Hourly Rate:** Consultant shall be compensated at an hourly rate of **\$100.00 per hour**.
- **Annual Cap:** Total compensation under this Agreement shall not exceed **\$96,000 per calendar year**, inclusive of all fees, unless increased by written amendment approved in accordance with City policy and applicable law.

b. Mileage Reimbursement

Consultant shall be reimbursed for **authorized City-related mileage**, at the **standard IRS mileage rate** in effect at the time of travel. Mileage reimbursement shall be limited to travel expressly requested or approved by the City and shall not include travel associated with routine remote work.

c. Reasonable and Necessary Expenses

Consultant may be reimbursed for **reasonable and necessary out-of-pocket expenses** incurred in the performance of authorized services, provided that:

- The expenses are directly related to approved City business.
- The expenses comply with City of Elgin financial, procurement, and reimbursement policies.
- Expenses requiring pre-approval receive such approval in writing; and
- Consultant submits **itemized receipts and documentation** with the applicable invoice.

d. Non-Reimbursable Expenses

The following expenses are **expressly non-reimbursable**, unless specifically authorized in writing by the City:

- Home office costs, including rent, utilities, furniture, or supplies
- Internet service, mobile phone service, or personal technology expenses
- Meals, beverages, or hospitality costs not associated with a City-approved event
- Professional memberships, subscriptions, or licenses
- Personal vehicle maintenance, parking tickets, fines, or toll violations
- Any expense incurred without required City authorization or documentation

e. Invoices and Payment

Consultant shall submit **itemized invoices bi-weekly**, detailing hours worked, services performed, mileage, and approved reimbursable expenses. The City shall remit payment within **15 days** of receipt of an approved invoice, subject to available appropriations. Invoices shall be submitted directly to the City Manager's office, with all necessary documentation.

5. Work Location

Consultant's services shall be performed **primarily on a remote basis**. Attendance at City meetings, events, or emergency communications may be requested on an as-needed basis, subject to mutual agreement. Such attendance may be virtually or in person as agreed upon by both parties.

6. Availability and Deliverables

- Consultant shall be accessible via phone, texts, video conferences and email as needed including after hours, weekends and holidays.
- Consultant will make reasonable efforts to be on site at the City of Elgin as needed for meetings, special events and other city activities.
- Ms. Osborne, specifically, will represent the City of Elgin to the local, regional and national media as needed.

7. Independent Contractor Status

Consultant is an independent contractor and not an employee of the City. Consultant shall not be entitled to City benefits and shall be solely responsible for all taxes, insurance, and other obligations applicable to independent contractors.

8. Open Government and Public Information Compliance

Consultant acknowledges that the City is subject to **open government, public information, and records retention laws**. Accordingly:

- All records, communications, emails, drafts, social media content, and other materials created or maintained by Consultant in connection with City business may constitute **public records**.
- Consultant shall promptly provide such records to the City upon request and shall comply with all applicable public information and records retention laws.
- Consultant shall not destroy, alter, or withhold City records except as authorized by the City and applicable law.
- Communications related to City business may be subject to public disclosure, regardless of storage method or device.

9. Confidentiality

To the extent permitted by law, Consultant shall maintain the confidentiality of information designated by the City as confidential or exempt from public disclosure and shall not disclose such information without proper authorization.

10. Intellectual Property

All work products, content, materials, data, and deliverables produced under this Agreement shall be the **exclusive property of the City of Elgin** and shall be considered **work fully made for hire** as permitted by law, and City intends to use and reproduce the work product produced by the Consultant under this Agreement.

11. Liability and Indemnification

Consultant shall indemnify and hold harmless the City of Elgin from any claims, damages, or liabilities arising from Consultant’s performance under this Agreement, except to the extent caused by the City’s negligence.

12. Termination

- **For Convenience:** Either party may terminate this Agreement with **30 days’ written notice**.
- **For Cause:** The City may terminate immediately for material breach, violation of law, or failure to comply with City policies.
- Consultant shall be compensated for authorized services performed through the termination date, subject to the annual cap.

13. Governing Law and Venue

This Agreement shall be governed by and construed in accordance with the laws of the **State of Texas, Bastrop County**, with venue lying in a court of competent jurisdiction in such state.

14. Entire Agreement

This Agreement constitutes the entire agreement between the parties and supersedes all prior negotiations or understandings. Any amendment must be in writing and approved in accordance with City requirements.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first written above.

City of Elgin
310 N. Main Street
Elgin, TX 78621

CONSULTANT:
Ford Osborne & Associates
836 Gray Cloud Drive
New Braunfels, Texas 78130
[**stacey@fordosborne.com**](mailto:stacey@fordosborne.com)

Robert Eads, City Manager

Stacey Ford Osborne

By: _____
Date: _____

By: _____
Date: _____

SCOPE OF WORK

Public Information Services for the City of Elgin
Updated February 19, 2026

A. Strategic Communications Leadership

- Develop and maintain an annual strategic communications plan aligned with City Council priorities and City Management directives
- Focus on messaging, written content and media relations, including press releases, website content, and remarks ensuring consistent alignment of messaging with the City's mission, values and goals
- Serve as central point of coordination for public facing communications across all city departments ensuring consistency of voice, tone, and messaging
- Support Mayor, City Manager, and other staff and Council Members by providing communication advice, timing and talking points as needed

B. Branding

- Collaborate with city staff to maintain and enforce the City's visual identity standards, including logo usage, color palette, typography, and imagery guidelines
- Develop and enhance the City's employer brand to support recruitment, retention, and workforce engagement
- Develop brand guidelines for city programs, initiatives or campaigns as directed
- Recommend updates and refinements to brand standards to maintain relevance and consistency

C. Messaging

- Develop core messaging frameworks, key messages, and talking points for City initiatives, programs, and policy priorities
- Create audience-specific messaging tailored to residents, businesses, community partners, and other stakeholder groups
- Draft written content including press releases, public statements, newsletter articles, website copy, scripts, and remarks for City officials
- Ensure message consistency across all platforms and channels

D. Media Relations

- Serve as the primary point of contact for media inquiries directed to the City
- Draft and distribute press releases, media advisories, and public statements
- Pitch stories to local, regional, and trade media outlets highlighting City initiatives and achievements
- Build and maintain relationships with journalists and media outlets covering municipal affairs
- Serve as an authorized spokesperson for the City on designated matters as directed by the City Manager

- Prepare City officials for media interviews, including developing talking points and conducting briefings
- Coordinate staff press conferences, media events, and public announcements as needed
- Provide media relations support during emergencies, critical incidents, or reputational issues

E. Best Practices and Training

- Collaborate with staff to develop and maintain a City communications style guide covering voice, tone, grammar, and formatting standards
- Provide training and guidance to department staff on communications best practices as necessary
- Support updates that enhance transparency, usability, and public understanding
- Ensure consistency of messaging across website and social media platforms
- Advise City leadership on best practices for public trust, accountability, and information accessibility
- Manage crisis communication as needed and provide support for Police Department messaging of major incidents

F. Website Management Content and Improvements

- Advise management on improvements to City website content, structure, clarity, and accessibility
- Support updates that enhance transparency, usability, and public understanding
- Ensure consistency of messaging across website and social media platforms

G. Social Media Strategy

- Develop, refine, and support City social media strategy across approved platforms
- Create, curate, and schedule content consistent with City branding, tone, and public service objectives
- Monitor engagement and provide recommendations for improvement



Elgin City Council Meeting Agenda Item Executive Summary

ITEM: CONSIDERATION AND POSSIBLE ACTION TO APPROVE AN ORDINANCE DISANNEXING APPROXIMATELY 283.115 ACRES OF REAL PROPERTY PREVIOUSLY ANNEXED FOR LIMITED PURPOSES BY ORDINANCE NO. 2021-05-18-13, REMOVING THE PROPERTY FROM THE CORPORATE LIMITS OF THE CITY OF ELGIN AND RETURNING THE PROPERTY TO THE CITY'S EXTRATERRITORIAL JURISDICTION.

DEPARTMENT: Executive

PROPOSED ACTION: Approve Ordinance.

BACKGROUND:

The City Council adopted Ordinance No. 2021-05-18-13 (the "Limited Purpose Annexation Ordinance") annexing certain real property into the City for limited purposes pursuant to Texas Local Government Code Section 43.0751. The Limited Purpose Annexation Ordinance annexed approximately 283.115 acres of land located in Travis and Bastrop Counties, Texas, as more particularly described in Exhibit "A-1" and Exhibit "A-2" attached.

BUDGET/FINANCIAL IMPACT:

Funding for this item was {} included {} not included in the current-year budget {X} N/A

RECOMMENDATION:

Approve the disannexation of said property.

ATTACHMENTS:

1. ORDINANCE DISANNEXING PROPERTY
2. EXH A for Disannexing

- { } Staff will be making a detailed presentation on this agenda item at the meeting.
{X} Staff will provide brief comments and answer questions on this item at the meeting.
{ } This is a routine procedural item and no presentation is planned for the meeting.

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.

ORDINANCE NO. 2026-03-03-XX

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ELGIN, TEXAS, DISANNEXING CERTAIN REAL PROPERTY PREVIOUSLY ANNEXED FOR LIMITED PURPOSES BY ORDINANCE NO. 2021-05-18-13 PURSUANT TO TEXAS LOCAL GOVERNMENT CODE CHAPTER 43; REMOVING THE PROPERTY FROM THE CORPORATE LIMITS OF THE CITY; RETURNING THE PROPERTY TO THE CITY'S EXTRATERRITORIAL JURISDICTION; PROVIDING FOR RECORDING; REPEALING CONFLICTING ORDINANCES; PROVIDING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Elgin, Texas (the "City") is a home-rule municipality authorized to annex and disannex territory under the laws of the State of Texas; and,

WHEREAS, on May 18, 2021, the City Council adopted Ordinance No. 2021-05-18-13 (the "Limited Purpose Annexation Ordinance") annexing certain real property into the City for limited purposes pursuant to Texas Local Government Code Section 43.0751; and,

WHEREAS, the Limited Purpose Annexation Ordinance annexed approximately **283.115 acres** of land located in Travis and Bastrop Counties, Texas, as more particularly described in Exhibit "A-1" and Exhibit "A-2" attached thereto; and,

WHEREAS, the City Council has determined that it is in the best interest of the City to disannex the property annexed under the Limited Purpose Annexation Ordinance and return such property to the City's extraterritorial jurisdiction.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ELGIN, TEXAS:

SECTION 1. FINDINGS.

The City Council finds that:

- a. The property was annexed solely for limited purposes under Chapter 43 of the Texas Local Government Code;
- b. The City possesses authority to disannex such property by ordinance;
- c. Disannexation of the property serves the public interest of the City; and
- d. All statutory requirements applicable to the disannexation of the property have been satisfied or are not required under applicable law.

SECTION 2. DISANNEXATION.

The City of Elgin hereby disannexes in its entirety all real property previously annexed by Ordinance No. 2021-05-18-13, including without limitation the following tracts:

Tract 1:

234.288 acres, more or less, located in Travis and Bastrop Counties, Texas, as described in Exhibit "A-1" of Ordinance No. 2021-05-18-13;

Tract 2:

48.827 acres, more or less, located in Travis and Bastrop Counties, Texas, as described in Exhibit “A-2” of Ordinance No. 2021-05-18-13.

All such property is hereby removed from the corporate limits of the City of Elgin.

SECTION 3. ETJ STATUS.

Upon the effective date of this Ordinance, the disannexed property shall be returned to and remain within the extraterritorial jurisdiction of the City of Elgin, unless annexed in the future in accordance with state law.

SECTION 4. REPEALER.

Ordinance No. 2021-05-18-13 is hereby repealed to the extent it annexed the property described therein.

All other ordinances or parts of ordinances in conflict with this Ordinance are repealed to the extent of such conflict.

SECTION 5. RECORDING.

The City Secretary is directed to file and record this Ordinance in the Official Public Records of Travis County, Texas and Bastrop County, Texas.

SECTION 6. SEVERABILITY.

If any provision of this Ordinance is held invalid, such invalidity shall not affect the remaining provisions.

SECTION 7. EFFECTIVE DATE.

This Ordinance shall take effect immediately upon passage and publication as required by law.

PASSED and APPROVED this 3rd day of March 2026.

ATTEST:

THERESA Y. MCSHAN, Mayor
City of Elgin, Texas

ESMERALDA RANGEL, Assistant City Secretary

APPROVED AS TO FORM:

MARK SCHROEDER, City Attorney

EXHIBIT "A"
DESCRIPTION OF THE PROPERTY

All of that certain 283.115 acres, more or less, located in Travis and Bastrop Counties, Texas, comprised of the following tracts:

Tract 1: 234.288 acres, more or less, located in Travis and Bastrop Counties, Texas, more particularly described by metes and bounds on Exhibit "A-1" attached hereto and incorporated herein; and

Tract 2: 48.827 acres, more or less, located in Travis and Bastrop Counties, Texas, more particularly described by metes and bounds on Exhibit "A-2" attached hereto and incorporated herein.

Exhibit "A-1"

Tract 1

LEGAL DESCRIPTION

DESCRIPTION OF 234.288 ACRE TRACT OF LAND, SITUATED IN THE THOMAS CHRISTIAN SURVEY, ABSTRACT NOS. 20 AND 2296, IN BASTROP AND TRAVIS COUNTIES, TEXAS, BEING ALL OF THAT CERTAIN 234.215 ACRE TRACT OF LAND DESCRIBED IN A WARRANTY DEED FROM EUGENE R. KANAK, AND WIFE, JUDY A. KANAK TO THE EUGENE R. AND JUDY A. KANAK LIVING TRUST, EUGENE R. KANAK AND JUDY A. KANAK, CO-TRUSTEES, OF RECORD IN VOLUME 920, PAGE 713 OF THE OFFICIAL PUBLIC RECORDS OF BASTROP COUNTY, TEXAS, AND VOLUME 13223, PAGE 668 OF THE OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS, SAID 234.288 ACRE TRACT BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

BEGINNING at a 5/8-inch iron rod found for the southwest corner of the said 234.215 acre tract and the herein described tract, being on the east right-of-way line of County Line Road, a variable width right-of-way, being also the northwest corner of that certain 48.820 acre tract of land described in a deed to Russel F. Boyd of record in Volume 725, Page 633 of the Official Public Records of Bastrop County, Texas, said point having Grid Coordinates of N=10110911.98, E=3221530.09;

THENCE, N 27°08'47" E, with the east right-of-way of County Line Road and the west line of said 234.215 acre tract, for a distance of 708.88 feet to a 1/2-inch iron rod with cap stamped "ZWA" set for the southwest corner that certain 10.00 acre tract of land described in a deed to Clyde T. Lundgren and Betty S. Lundgren of record in Volume 7619, Page 44 of the Official Public Records of Travis County, Texas, and being an ell angle corner of said 234.215 acre tract and the herein described tract;

THENCE, S 62°51'29" E, departing the east right-of-way of County Line Road, with the south line of said 10.00 acre tract, for a distance of 476.51 feet to a 1/2-inch iron rod with cap stamped "ZWA" set for the southeast corner said 10.00 acre tract, and being an interior angle corner of said 234.215 acre tract and the herein described tract;

THENCE, N 27°08'48" E, with the east line of said 10.00 acre tract and the west line of said 234.215 acre tract, at a distance of 914.67 feet passing the northeast corner of said 10.00 acre tract and the southeast corner of that certain 4.737 acre tract of land described in a deed to Clyde T. Lundgren and Betty S. Lundgren of record in Volume 7619, Page 47 of the Official Public Records of Travis County, Texas, for a total distance of 1,347.72 feet to a 1/2-inch iron rod with cap stamped "ZWA" set for the northeast corner said 4.737 acre tract, being on the south line of that certain 147.144 acre tract of land described in a deed to RSM Real Estate, LP of record in Document No. 201414715 of the Official Public Records of Bastrop County, Texas, and being the northwest corner of said 234.215 acre tract and the herein described tract;

THENCE, S 62°53'48" E, with the south line of said 147.144 acre tract and the north line of said 234.215 acre tract, at a distance of 3,922.44 feet passing a 1-inch iron pipe found for the southeast corner of said 147.144 acre tract and the southwest corner of that certain 139.723 acre tract of land described in a deed to Roger and Suzanne Mogonye of record in Volume 2039, Page 771 of the Official Public Records of Bastrop County, Texas, for a total distance of 4,832.13 feet to a 5/8-inch iron rod found for the northeast corner of said 234.215 acre tract and the herein described tract, and being the northwest corner of that certain 42.158 acre tract of land described in a deed to Ward and Patsy Payne of record in Volume 647, Page 728 of the Official Public Records of Bastrop County, Texas;

THENCE, S 27°35'48" W, with the west line of said 42.158 acre tract and the east line of said 234.215 acre tract, at a distance of 1,298.23 feet passing a 5/8-inch iron rod found for the southwest corner of said 42.158 acre tract and the northwest corner of that certain 66.936 acre tract of land described in a deed to Jim V. and Katherine L. Mogonye of record in Volume 2343, Page 362 of the Official Public Records of Bastrop County, Texas, for a total distance of 2,036.79 feet to a 1/2-inch iron rod with cap stamped "ZWA" set for the southeast corner of said 234.215 acre tract and the herein described tract, and being on the north line of that certain 103 acre tract of land described in a deed to Norma Jean Larson and Kelly Wayne Kastner of record in Volume 2296, Page 347 of the Official Public Records of Bastrop County, Texas;

THENCE, N 63°06'30" W, with the north line of said 103 acre tract and the south line of said 234.215 acre tract, at a distance of 3,287.28 feet passing the northwest corner of said 103 acre tract and the northeast corner of said 48.820 acre tract, for a total distance of 5,292.66 feet to the POINT OF BEGINNING and containing 234.288 acres of land.

BEARING BASIS NOTE

BEARINGS ARE BASED ON TEXAS STATE PLANE CENTRAL ZONE 4203, NAD 83. STATION. ALL COORDINATES SHOWN HEREON ARE GRID AND CAN BE ADJUSTED TO SURFACE BY MULTIPLYING BY A SURFACE ADJUSTMENT FACTOR OF 1.00003. DISTANCES SHOWN HEREON ARE IN SURFACE, U.S. SURVEY FEET.

THE STATE OF TEXAS

§

KNOW ALL MEN BY THESE PRESENTS:

COUNTY OF HAYS

§

§

That I, Gina Loftis-Franklin, a Registered Professional Land Surveyor, do hereby state that the above description is true and correct to the best of my knowledge and belief and that the property described herein was determined by a survey made on the ground December, 2017 and January, 2018 under my direction and supervision.

WITNESS MY HAND AND SEAL at Buda, Hays County, Texas this the 25th day of January 2018, A.D.

Zamora, L.L.C. dba "ZWA"
1435 South Loop 4
Buda, Texas 78610
512-295-6201
TX Firm No. 10062700



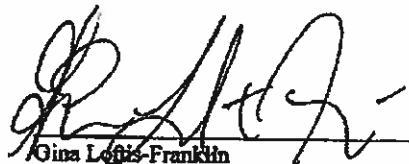

Gina Loftis-Franklin
Registered Professional Land Surveyor
No. 6087 - State of Texas

Exhibit "A-2"

Tract 2

LEGAL DESCRIPTION

DESCRIPTION OF 48.827 ACRE TRACT OF LAND, SITUATED IN THE THOMAS CHRISTIAN SURVEY, ABSTRACT NO. 20, IN BASTROP AND TRAVIS COUNTIES, TEXAS, BEING ALL OF THAT CERTAIN 24.41 ACRE TRACT (TRACT B) OF LAND DESCRIBED IN A PARTITION DEED TO RUSSELL FRANKLIN BOYD OF RECORD IN VOLUME 567, PAGE 545 OF THE OFFICIAL PUBLIC RECORDS OF BASTROP COUNTY, TEXAS, AND ALL OF A 24.41 ACRE TRACT OF LAND CONVEYED TO RUSSELL FRANKLIN BOYD OF RECORD IN VOLUME 567, PAGE 545 OF THE OFFICIAL PUBLIC RECORDS OF BASTROP COUNTY, TEXAS, AND ALL OF A 24.41 ACRE TRACT LAND DESCRIBED IN GENERAL WARRANTY DEED OF RECORD IN VOLUME 725, PAGE 633 OF THE OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS, SAID 48.827 ACRE TRACT BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

BEGINNING at a 5/8-inch iron rod found having Grid Coordinates of N=10110911.84, E=3221530.37 on the on the east right-of-way line of County Line Road, a variable width right-of-way, at the northwest corner of said 24.41 acre tract (Tract B) and being the southwest corner of a 234.288 acre tract described in a deed to CMH Parks, Inc. of record in Document No. 201807699, Official Public Record, Bastrop County, Texas, for the northwest corner of the herein described tract:

THENCE, S 63°06'26" E, departing the east right-of-way of County Line Road, with the common line of said 24.41 acre tract (Tract B) and said 234.288 acre tract, a distance of 2001.92 feet to a calculated point at the northeast corner of said 24.41 acre tract (Tract B) and being the northwest corner of a 103 acre tract of land described in a deed to Norma Jean Larson and Kelly Wayne Kastner of record in Volume 2296, Page 347 of the Official Public Records of Bastrop County, Texas, for the northeast corner of the herein described tract:

THENCE, S 27°10'16" W, departing the south line of said 234.288 acre tract, with the common line of said 24.41 acre tract (Tract B) and said 103 acre tract at 5.10 feet passing a 1/2" iron rod found and at 534.06 feet passing a 1/2" iron rod found disturbed at the southeast corner of said 24.41 acre tract (Tract B) and being the northeast corner of said 24.41 acre tract described in said Volume 725, Page 633, continuing with said common line of said 24.41 acre tract and said 103 acre tract, for a total distance of 1065.40 feet to a 1/2" iron rod found on the north line of a 67 acre tract, more or less, described a warranty deed to the Cynthia Kreig & Sheldon Ray Johnson Living Trust, of record in Document No. 201810089, Official Public Record of Bastrop County, Texas, at the southeast corner of said 24.41 acre tract and being ell corner of said 103 acre tract, for the southeast corner of the herein described tract:

THENCE, N 62°50'09" W, departing the west line of said 103 acre tract, with the south line of said 24.41 acre tract, and being the north line of said 67 acre tract and a north line of a 3.006 acre tract described in a special warranty deed to Fausto C. Martinez and Maria Saucedo of record in Document No. 201108993, Official Public Records of Bastrop County, Texas, a distance of 2008.67 feet to a 1/2" iron rod found on the east right-of-way line of said County Line Road, at the southwest corner of said 24.41 acre tract and being the northwest corner of said 3.006 acre tract, for the southwest corner of the herein described tract:

THENCE, N 27°32'17" E, with the east right-of-way of County Line Road and being the west line of said 24.41 acre tract and the west line of said 24.41 acre tract (Tract B), a distance of 1055.94 feet to the POINT OF BEGINNING and containing 48.827 acres of land.

BEARING BASIS

THE BEARINGS SHOWN HEREON ARE BASED ON TEXAS STATE PLANE COORDINATE SYSTEMS (CENTRAL ZONE 4203), NAD83 (93). THE BEARINGS AND DISTANCES ARE GRID.

THE STATE OF TEXAS §

§

KNOW ALL MEN BY THESE PRESENTS:

COUNTY OF HAYS §

§

That I, G. Rene Zamora, a Registered Professional Land Surveyor, do hereby state that the above description is true and correct to the best of my knowledge and belief and that the property described herein was determined by a survey made on the ground under my direction and supervision.

WITNESS MY HAND AND SEAL at Buda, Hays County, Texas this the 22 day of January, 2019, A.D.

Zamora, L.L.C.
1425 South Loop 4
Buda, Texas 78610
512-295-6201
Tx. Firm No. 10062700


G. Rene Zamora
Registered Professional Land Surveyor
No. 5682 – State of Texas

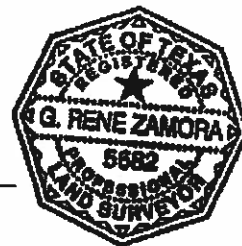


Exhibit "A"



5/8/2021, 5:38:20 PM

Travis Parcels Jan 2021

Elgin City Limits

Bastrop Parcels Jan 2021

Source: Esri, HERE, Garmin, (c) OpenStreetMap contributors, Esri, HERE, Garmin, (c) OpenStreetMap contributors, and the GIS user community, Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

Web AppBuilder for ArcGIS
Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS user community | Esri, HERE, Garmin, (c) OpenStreetMap contributors, and the GIS user community | TRC GIS.

**FILED AND RECORDED
OFFICIAL PUBLIC RECORDS**



KRISTAB

Rose Pietsch

ROSE PIETSCH, County Clerk

Bastrop Texas

August 27, 2021 09:23:54 AM

FEE: \$58.00

ORD

202118284