



**ELGIN CITY COUNCIL AGENDA
ELGIN PUBLIC LIBRARY ANNEX COUNCIL CHAMBERS
404 NORTH MAIN STREET
April 7, 2026
6:30 PM**

Members of the public may watch the meeting at:

https://www.youtube.com/channel/UC3OGBV_loV0Nr3AqM1jTzA

I. CALL TO ORDER

II. ROLL CALL

III. INVOCATION

IV. PLEDGE OF ALLEGIANCE

V. PUBLIC HEARING

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. **Poetry Open Mic Presented by Friends of Elgin Library April 11th 2pm at the Elgin Public Library**
2. **Passed by the City Council on February 17th 2026 Partnership with Elgin Music Festival Thursday, April 9 - Saturday, April 11th at Veterans Memorial Park**
3. **Passed by City Council on March 17th 2026, Partnership with Elgin Wildcat Showcase Thursday, April 9th 5:30pm-7pm**
4. **Passed by City Council on March 17th 2026, Partnership with EISD Education Foundation Crawfish Festival Saturday, April 11th at Elgin Memorial Park 10AM-6PM.**
5. **Purposeful Painting April 14th at the Elgin Public Library 2pm-4pm and 6pm-8pm**
6. **Bastrop County Animal Services Adoption Event at Elgin Public Library Saturday, April 11th 10AM-12PM**
7. **Skate Night Returns at Elgin Parks and Recreation Center Back Parking Lot on Tuesdays from 6PM-8PM**

VIII. PRESENTATION

1. **Elgin Economic Development Corporation 2025 Annual Report and Project Updates**
2. **Proclamation Recognizing Relay for Life**
3. **Proclamation Authorizing Recognition of Community Development Week**
4. **Proclamation Recognition of National Public Safety Telecommunicators Week**
5. **Proclamation Proclaiming "Sterling Hibbs Celebration Day"**

IX. CITY MANAGERS REPORT

1. **Introduction of New Employees and Internal Promotions**
2. **Recognition of Employee Service Milestone Years**
3. **Recognition of Employee Court Certification - Marlen Jasso**
4. **Recognition of Employee Award — Officer Militza Moreno**
5. **EDC Award Recognitions**

X. 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.

XI. NEW BUSINESS

XII. 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.

XIII. RECONVENE

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

XIV. 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 Tuesday, March 31, 2026, in accordance with Chapter 551 of the Texas Government Code.



Esmeralda Rangel, Assistant City Secretary



Elgin City Council Meeting Agenda Item Executive Summary

ITEM: Elgin Economic Development Corporation 2025 Annual Report and Project Updates

DEPARTMENT: EDC

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

BACKGROUND:

This report includes the 2025 Annual Report and Elgin Business Park project updates.

BUDGET/FINANCIAL IMPACT:

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

RECOMMENDATION:

None.

ATTACHMENTS:

None

- 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.
- 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 Meeting Agenda Item Executive Summary

ITEM: Proclamation Recognizing Relay for Life

DEPARTMENT: Executive

PROPOSED ACTION: No action is required.

BACKGROUND:

A proclamation recognizing Relay for Life.

BUDGET/FINANCIAL IMPACT:

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

RECOMMENDATION:

None.

ATTACHMENTS:

1. Proclamation for Relay for Life 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.
- 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.

A PROCLAMATION RECOGNIZING RELAY FOR LIFE

WHEREAS, Relay For Life is a life-changing event that helps communities across the globe celebrate the lives of people who have battled cancer, remember loved ones lost, and fight back against the disease; and,

WHEREAS, More than just a walk, the American Cancer Society Relay For Life brings together passionate supporters who embody the American Cancer Society vision to end cancer as we know it, for everyone.; and,

WHEREAS, This volunteer-led experience unites communities to celebrate cancer survivors, remember loved ones lost to cancer, and raise funds to improve the lives of people with cancer and their families through advocacy, research, and patient support, to ensure everyone has an opportunity to prevent, detect, treat, and survive cancer; and,

WHEREAS, The American Cancer Society could not advance the mission without the passionate support of the global force of Relay For Life. There are now more ways than ever to join Relay For Life and connect with others in your community impacted by cancer and every dollar raised fuels the American Cancer Society's fight against cancer.

NOW, THEREFORE, I, THERESA Y. MCSHAN, Mayor of the City of Elgin, hereby encourages the community and communities alike to join us for Elgin's 21st Relay event as we continue to work together as a community, supporting the fighters, celebrating the Survivors, remembering our loved ones lost too soon, and fighting back again cancer.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Elgin to be affixed this 7th day of April 2026.

Theresa Y. McShan, Mayor
City of Elgin, Texas



Elgin City Council Meeting Agenda Item Executive Summary

ITEM: Proclamation Authorizing Recognition of Community Development Week

DEPARTMENT: Executive

PROPOSED ACTION: No action is required.

BACKGROUND:

Proclamation authorizing recognition of Community Development Week.

BUDGET/FINANCIAL IMPACT:

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

RECOMMENDATION:

None.

ATTACHMENTS:

1. Proclamation for Community Development Week 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.

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.

A PROCLAMATION AUTHORIZING RECOGNITION OF COMMUNITY DEVELOPMENT WEEK

WHEREAS, the week of April 6th to 10th, 2026 has been designated as National Community Development Week by the National Community Development Association (NCDA) to recognize the impact of the Community Development Block Grant (CDBG) Program in strengthening communities across the nation; and

WHEREAS, the Community Development Block Grant Program, established through the Housing and Community Development Act of 1974, helps communities address critical needs such as public infrastructure, economic development, housing, and services benefiting low- and moderate-income individuals and families; and

WHEREAS, in Texas, CDBG funding is administered through the Texas Department of Agriculture's Texas Community Development Block Grant (TxCDBG) Program, which supports infrastructure and community development projects in rural and smaller communities across the state; and

WHEREAS, communities across the Capital Area Council of Governments (CAPCOG) region have utilized TxCDBG funding to improve water and wastewater systems, sidewalks and other public infrastructure, and economic development opportunities that strengthen the health, safety, and quality of life for residents; and

WHEREAS, the Capital Area Council of Governments supports these efforts by disseminating program information, providing technical assistance to local governments, and establishing regional priorities that contribute to the scoring of TxCDBG applications within the CAPCOG region.

NOW, THEREFORE, I, THERESA Y. MCSHAN, Mayor of the City of Elgin, hereby recognize the week of April 6th to 10th, 2026 as Community Development Week in the CAPCOG Region, and encourages local governments and partners to recognize the importance of community development programs and their role in strengthening communities throughout the region.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Elgin to be affixed this 7th day of April 2026.

Theresa Y. McShan, Mayor
City of Elgin, Texas



Elgin City Council Meeting Agenda Item Executive Summary

ITEM: Proclamation Recognition of National Public Safety Telecommunicators Week

DEPARTMENT: Executive

PROPOSED ACTION: No action is required.

BACKGROUND:

A Proclamation Authorizing Recognition On National Public Safety Telecommunicators Week.

BUDGET/FINANCIAL IMPACT:

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

RECOMMENDATION:

None.

ATTACHMENTS:

1. Proclamation for National Public Safety Telecommunicators Week 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.

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.

A PROCLAMATION AUTHORIZING RECOGNITION ON NATIONAL PUBLIC SAFETY TELECOMMUNICATORS WEEK

WHEREAS, the Capital Area Council of Governments (CAPCOG) is a political subdivision of the State serving Bastrop, Blanco, Burnet, Caldwell, Fayette, Hays, Lee, Llano, Travis, and Williamson counties; and,

WHEREAS, CAPCOG is committed to providing a high-quality emergency communications system to the residents of the region; and,

WHEREAS, CAPCOG recognizes the professional and unending services of the telecommunicators who answer 9-1-1 calls on a daily basis; and,

WHEREAS, the 9-1-1 telecommunicators are the link between people calling for help in an emergency situation and the emergency response agencies who arrive on the scene ; and,

WHEREAS, the 9-1-1 telecommunicators are the true backbone of the 9-1-1 system; and,

WHEREAS, the President of the United States has historically acknowledged the second week of April as National Public Safety Telecommunicators Week.

NOW, THEREFORE, I, THERESA Y. MCSHAN, Mayor of the City of Elgin, hereby declares the week of April 12th—18th, 2026, to be National Public Safety Telecommunicators Week and encourage celebration this week with appropriate activities and commemorations.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Elgin to be affixed this 7th day of April 2026.

Theresa Y. McShan, Mayor
City of Elgin, Texas



Elgin City Council Meeting Agenda Item Executive Summary

ITEM: Proclamation Proclaiming "Sterling Hibbs Celebration Day"

DEPARTMENT: Executive

PROPOSED ACTION: No action is required.

BACKGROUND:

Proclamation Proclaiming "Sterling Hibbs Celebration Day".

BUDGET/FINANCIAL IMPACT:

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

RECOMMENDATION:

None.

ATTACHMENTS:

1. Proclamation for Sterling Hibbs Celebration Day 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.
- 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.

A PROCLAMATION PROCLAIMING “STERLING HIBBS CELEBRATION DAY”

WHEREAS, Sterling Hibbs will celebrate his 40th birthday on April 13, 2026, and this milestone is a joyful occasion for his family, friends, and the entire Elgin community; and

WHEREAS, Sterling is a beloved son, brother, friend, and neighbor whose kind heart, joyful spirit, and larger-than-life personality have touched the lives of so many; and

WHEREAS, Sterling is well known throughout Elgin and is loved by all who know him, bringing smiles, laughter, and warmth wherever he goes; and

WHEREAS, Sterling’s life is a beautiful reminder of the importance of inclusion, community, and celebrating the unique gifts each person brings to the world; and

WHEREAS, Sterling was proudly honored as Homecoming King, a reflection of the admiration and affection so many people have for him; and

WHEREAS, Sterling has also served as the inspiration for a family business proudly named in his honor, Sterling & Associates Real Estate, a lasting tribute to the joy and pride he brings to those who love him; and

WHEREAS, with his signature name tag declaring him “The Boss,” Sterling carries himself with confidence, charm, and a superhero spirit that perfectly matches his special Marvel and DC-themed celebration; and

WHEREAS, the City of Elgin is proud to recognize Sterling Hibbs on this special day and to celebrate the happiness, love, and community spirit he shares so freely with others.

NOW, THEREFORE, I, THERESA Y. MCSHAN, Mayor of the City of Elgin, hereby proclaim April 13th, 2026, as “**Sterling Hibbs Celebration Day**” in the City of Elgin, Texas, and encourage all citizens to join in celebrating Sterling Hibbs on his 40th birthday, and the joy, love, and inspiration he brings to our community.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Elgin to be affixed this 7th day of April 2026.

Theresa Y. McShan, Mayor
City of Elgin, Texas



Elgin City Council Meeting Agenda Item Executive Summary

ITEM: Introduction of New Employees and Internal Promotions

DEPARTMENT: Human Resources

PROPOSED ACTION: This is a presentation only and no action is necessary.

BACKGROUND:

The City continues to invest in its workforce to ensure the effective delivery of services and support of organizational goals. Through approved recruitment efforts conducted in accordance with City personnel policies, new hires (and promotions) are selected based on qualifications, professional experience, and commitment to public service.

HR is pleased to introduce our new employees who have recently joined or promoted within the City (full or part-time). We are excited to welcome them into their new roles and look forward to the contributions they will make in support of the city's priorities and the community we serve. City Council will have the opportunity to formally welcome these employees during the meeting.

BUDGET/FINANCIAL IMPACT:

Funding for this item was {X} included {} not included in the current-year budget {} N/A All positions are authorized FTEs and fully funded in the adopted FY budget, including both salary and benefits.

RECOMMENDATION:

This is a presentation only and no action is necessary.

ATTACHMENTS:

None

- { } 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.



Elgin City Council Meeting Agenda Item Executive Summary

ITEM: Recognition of Employee Service Milestone Years

DEPARTMENT: Human Resources

PROPOSED ACTION: This is for presentation only, no action is necessary.

BACKGROUND:

The purpose of this agenda item is to recognize multiple City employees who are celebrating **service milestones**, including **5, 10, 15, 20, and more years of service** with the **City of Elgin**. These milestones reflect sustained commitment to public service and the collective contributions of employees across departments.

Throughout their tenure, the recognized employees have demonstrated professionalism, institutional knowledge, and dedication in support of departmental operations and citywide objectives. Their continued service contributes to operational stability, effective service delivery, and the City's ability to meet the needs of the community.

This recognition provides an opportunity for the City Council to formally acknowledge the employees' years of service and express appreciation for their ongoing commitment to serving the residents of Elgin, Texas.

BUDGET/FINANCIAL IMPACT:

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

RECOMMENDATION:

This is for presentation only, no action is necessary.

ATTACHMENTS:

None

- Staff will be making a detailed presentation on this agenda item at the meeting.
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- 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 Meeting Agenda Item Executive Summary

ITEM: Recognition of Employee Court Certification - Marlen Jasso

DEPARTMENT: Human Resources

PROPOSED ACTION: This is a presentation only and no action is necessary.

BACKGROUND:

Court Clerk, Marlen Jasso of the Elgin Municipal Court has completed all requirements for Level I of the Municipal Court Clerk Certification Program and has been awarded certification by the Texas Court Clerks Association in conjunction with the Texas Municipal Courts Education Center (TMCEC), the Texas Municipal Courts Association (TMCA) and Texas State University-San Marcos.

BUDGET/FINANCIAL IMPACT:

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

RECOMMENDATION:

This is a presentation only and no action is necessary.

ATTACHMENTS:

1. Elgin Municipal Court Clerk Certified

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.

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 MUNICIPAL COURT CLERK CERTIFIED

Court Clerk Marlen Jasso of the Municipal Court in Elgin, Texas has completed all of the requirements for Level I of the Municipal Court Clerk Certification Program and was awarded certification on February 6, 2026, by the Texas Court Clerks Association (TCCA) in conjunction with the Texas Municipal Courts Education Center (TMCEC), the Texas Municipal Courts Association (TMCA), and Texas State University–San Marcos. Marlen has served in the Elgin Municipal Court since 10/21/2024

To qualify for Level I Certification, clerks must complete 40-hours of continuing education and pass a four-hour exam. Areas covered by the examination include an overview of the courts, ethics, authority and duties, procedures before trial, trial processes, post-trial procedures, state and city reports, traffic law, communications and stress management and juveniles.

TCCA is a non-profit professional association of municipal and justice court clerks and administrators. Its purpose is to increase the proficiency of judicial administrators and clerical personnel through education and the exchange of ideas. Founded in 1972, TCCA is an affiliate of the Texas Municipal League and offers its members a variety of services and programs.

TMCEC is a 501(c)(3) nonprofit organization funded by a grant from the Texas Court of Criminal Appeals to provide judicial and legal education for municipal judges, clerks and prosecutors through monthly regional seminars and an (800) telephone line. TMCA is an association composed of municipal judges, clerks, prosecutors and court support personnel. It

monitors legislation, attorney general opinions and changes in case law to ensure that the 918 municipal courts in Texas remain up-to-date on the law.

For additional information contact:

Tayler Adams
Texas Municipal Courts Education Center
adams@tmcec.com
2210 Hancock Drive
Austin, Texas 78756
512/320.8274



Elgin City Council Meeting Agenda Item Executive Summary

ITEM: Recognition of Employee Award — Officer Militza Moreno

DEPARTMENT: Human Resources

PROPOSED ACTION: This is a presentation item and does not require formal action.

BACKGROUND:

Each year, the Elgin Courier conducts a reader poll to recognize excellence professionals within the community. In its February 25, 2026 edition, Officer Militza Moreno was honored as the readers' choice finalist for Best Police Officer.

BUDGET/FINANCIAL IMPACT:

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

RECOMMENDATION:

This item is for presentation and does not require formal action.

ATTACHMENTS:

None

- 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.
- 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 Meeting Agenda Item Executive Summary

ITEM: EDC Award Recognitions

DEPARTMENT: Human Resources

PROPOSED ACTION: This is a presentation only and no action is necessary.

BACKGROUND:

The Elgin Economic Development Corporation (EDC) has received two notable awards this fiscal year, reflecting its commitment to excellence and professional standards. The organization was honored with the International Economic Development Council (IEDC) 2025 Gold Award for Multimedia Production, recognizing outstanding achievement in innovative and impactful multimedia storytelling. In addition, the Elgin EDC earned the Texas Economic Development Council (TEDC) Economic Excellence Recognition Award, which acknowledges organizations that meet high standards of professionalism and excellence in economic development efforts.

BUDGET/FINANCIAL IMPACT:

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

RECOMMENDATION:

This is a presentation only and no action is necessary.

ATTACHMENTS:

None

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