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

Members of the public may watch the meeting at:

https://www.youtube.com/channel/UC3OGBV_loV0Nr3AqM1jJTzA

I. CALL TO ORDER

II. ROLL CALL

III. INVOCATION

IV. PLEDGE OF ALLEGIANCE

V. 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.

VI. ANNOUNCEMENTS

1. **Recognition of Elgin Public Library accreditation for FY 2027 by the Texas State Library & Archives Commission (TSLAC)**

2. **Recognition of July as Parks and Recreation Month — Every Friday in July Free Events**

3. **Family Field Day at Elgin Memorial Park Friday, July 10th 6pm-8pm**

4. **Meet the PARD Team at Elgin Recreation Center Friday, July 17 5pm-7pm**

VII. CITY MANAGERS REPORT

1. **Staff Updates on the Flood Mitigation Projects at County Line Road and Kennedy Street (MICHAEL GONZALEZ, PUBLIC WORKS DIRECTOR)**

2. **NOTICE OF CITY MANAGER'S APPOINTMENT TO THE TEXAS CITY MANAGER'S ASSOCIATION'S ETHICS COMMITTEE**

VIII. 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 Meeting Regular Minutes - March 17, 2026**

2. **City Council Regular Meeting Minutes - June 16, 2026**

3. **Appointment of Nikki Richardson to the Main Street Board to Fill a Vacancy**

4. **Appointment of Stephanie Ross to the Main Street Board to Fill a Vacancy**

5. **Appointment of Ryan Green to the Historic Review Board to Fill a Vacancy**

IX. NEW BUSINESS

1. **Discussion and Possible Action Regarding the Donation of Land of the Mary Christian Burleson Homestead by the Mary Christian Burleson Foundation (Riggin Anderson - Recreation Program Manager)**

2. **A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE CITY MANAGER TO FINALIZE AND EXECUTE AN AGREEMENT BETWEEN THE CITY OF ELGIN, TEXAS, AND THE ELGIN HISTORICAL ASSOCIATION, INC. FOR THE OPERATION AND PARTNERSHIP OF THE ELGIN UNION DEPOT, AND MAKING CERTAIN FINDING RELATED THERETO.**

3. **AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ELGIN, TEXAS, EXERCISING THE AUTHORITY EXPRESSLY GRANTED BY ARTICLE IX OF THE ELGIN HOME RULE CHARTER TO REPEAL A VOTER-APPROVED INITIATIVE ORDINANCE; MAKING LEGISLATIVE FINDINGS; PROVIDING FOR REPEAL; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

4. **A RESOLUTION OF THE CITY OF ELGIN, AUTHORIZING THE CITY MANAGER TO EXECUTE THE POLLING LOCATION RESERVATION CONFIRMATION AND RESERVING THE ELGIN RECREATION CENTER AS A POLLING LOCATION FOR THE NOVEMBER 3, 2026, GENERAL ELECTION; AND MAKING CERTAIN FINDINGS RELATED THERETO. (Peyton Standifer - City Secretary)**

X. 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.

1. **The City Council will convene in Executive Session pursuant to Section 551.071 (Consultation with Attorney) for consultation with attorney regarding legal issues and potential agreements involving Emergency Services District No. 3.**

XI. RECONVENE

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

XII. 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, Peyton Standifer, 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, June 30, 2026, in accordance with Chapter 551 of the Texas Government Code.

Peyton Standifer, City Secretary

Elgin City Council Meeting
Agenda Item Executive Summary

ITEM: Staff Updates on the Flood Mitigation Projects at County Line Road and Kennedy Street (MICHAEL GONZALEZ, PUBLIC WORKS DIRECTOR)

DEPARTMENT: Public Works

PROPOSED ACTION: This is intended as an update on projects, and no Council action is requested at this time.

BACKGROUND:
Staff will be making a short presentation with slides to note some of the recent work on both County Line Rd and Kennedy Street as part of the flood mitigation and roadway improvements known to staff as "CBDG -D270 County Line Road and Kenendy Street Projects."

Construction on the County Line Road Phase II and Kennedy Street Flood Mitigation Project has been ongoing since roadway closures began in late April. The project continues to progress despite challenges associated with utility relocations, recent heavy rainfall, and dense Texas Blackland Prairie soils.
Approximately 1,100 linear feet of reinforced concrete storm drain box culverts have been installed to improve stormwater conveyance and replace the existing open drainage ditches. Additional work includes excavation, below surface grade then stabilization, roadway reconstruction and widening, and the installation of sidewalks. Crews continue preparing the roadway sub-grade on both County Line Road and Kennedy Street while removing unsuitable materials and conditioning the site for the next phase of construction.

Recent rainfall has required additional dewatering efforts, particularly at the proposed stormwater retention facility, where conditions must improve before concrete construction can begin. Despite these challenges, the contractor continues to make steady progress, and City staff maintain onsite inspection and oversight to ensure construction complies with the approved plans and specifications.

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

RECOMMENDATION:
None.

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: NOTICE OF CITY MANAGER'S APPOINTMENT TO THE TEXAS CITY MANAGER'S ASSOCIATION'S ETHICS COMMITTEE

DEPARTMENT: Executive

PROPOSED ACTION: No Action Required

BACKGROUND:
Administers the Texas City Manager Association's Code of Ethics and Rules of Enforcement of all 10 Regions of the Texas City Managers Association. Upon request, assists ICMA with fact-finding activities in cases involving ICMA members from Texas. Assists in the development and monitoring of ethics training for the TCMA membership.

Members
Chair - Matt Mueller, Town Manager, Little Elm
Vice Chair - Jeff Johnston, Assistant City Manager, McAllen

Committee Region Representatives
Region 1 B.J. Potts, City Manager, Tulia
Region 2 Mary Furlow, City Administrator, Seminole
Region 3 Jeff Brasher, City Manager, Seymour
Region 4 Matt Mueller, Town Manager, Little Elm
Region 5 Greg Smith, City Manager, Marshall
Region 6 Sharon Citino, City Manager, Bellaire
Region 7 Timothy Kelty, City Manager, Rockdale
Region 8 Kimberly Meismer, Assistant City Manager, Kerrville
Region 9 Randy Wright, City Manager, Portland
Region 10 Jeff Johnston, Assistant City Manager, McAllen

Additional Committee Members
Kent Collins, Deputy City Manager, Coppell
Shawn Cox, Deputy City Manager, Dripping Springs
Robert Eads, City Manager, Elgin
Nicholas Finan, Life Member
Jonathan Flores, City Manager, Pharr
Matthew Hitt, City Manager, Merkel
Steve Landin, Assistant City Manager, Laredo

Jennifer May, Assistant City Manager, Pearland
David Miller, City Administrator, Springtown
Kaltrina Minick, Assistant City Manager, Port Neches
Shanna Sims-Bradish, Assistant City Manager, University Park
Scott Swigert, City Manager, Huntsville
Carole Vanzant, Assistant City Manager, Fair Oaks Ranch
Amy Wallace, City Administrator, Crosbyton
Brooke Witcher, Assistant City Manager, Lubbock

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

RECOMMENDATION:
No action needed

ATTACHMENTS:
1. 2026 Ethics Comittee
2. June 4 2026 Board Report
3. TCMA Strategic Plan '26-'28-Approved

{} 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.

Texas City Management Association
Ethics Committee

Administers the TCMA Code of Ethics and Rules of Enforcement. Upon request, assists ICMA with fact-finding activities in cases involving ICMA members from Texas. Assists in the development and monitoring of ethics training for the TCMA membership.

RANK	NAME	TITLE	CITY
Chair	Matthew Mueller	Town Manager	Town of Little Elm
Vice Chair	Jeff Johnston	Assistant City Manager	City of McAllen
Region 1	B.J. Potts	City Manager	City of Tulia
Region 2	Mary Furlow	City Administrator	City of Seminole
Region 3	Jeff Brasher	City Administrator	City of Seymour
Region 4	Matthew Mueller	Town Manager	Town of Little Elm
Region 5	Greg Smith	Interim City Manager	City of Morgan's Point
Region 6	Sharon Citino	City Manager	City of Bellaire
Region 7	Timothy Kelty	City Manager	City of Rockdale
Region 8	Kimberly Meismer	Assistant City Manager	City of Kerrville
Region 9	Randy Wright	City Manager	City of Portland
Region 10	Jeff Johnston	Assistant City Manager	City of McAllen
Committee Member	Kent Collins	Deputy City Manager	City of Coppell
Committee Member	Shawn Cox	Deputy City Administrator	City of Dripping Springs
Committee Member	Robert Eads	City Manager	City of Elgin
Committee Member	Nicholas Finan	Life Member	
Committee Member	Jonathan Flores	City Manager	City of Pharr
Committee Member	Matthew Hitt	City Manager	City of Merkel
Committee Member	Steve Landin	Assistant City Manager	City of Laredo
Committee Member	Jennifer May	Assistant City Manager	City of Pearland
Committee Member	David Miller	City Administrator	City of Springtown
Committee Member	Kaltrina Minick	ACM/HR Director	City of Port Neches
Committee Member	Shanna Sims-Bradish	Assistant City Manager	City of University Park
Committee Member	Scott Swigert	City Manager	City of Huntsville
Committee Member	Carole Vanzant	Assistant City Manager	City of Fair Oaks Ranch
Committee Member	Amy Wallace	City Administrator	City of Crosbyton
Committee Member	Brooke Witcher	Assistant City Manager	City of Lubbock

June 4, 2026, Ethics Committee Board Report

Ethics Cases

There are currently no active ethics cases. Ethics complaint activity during the 2005-2006 committee year has been as follows:

- In July, a complaint was filed against three individuals; however, none were members of TCMA. As a result, TCMA did not have jurisdiction over the matter.
- Between October and April, ethics complaints were submitted regarding five separate individuals. Upon review, all respondents were determined to be members of ICMA and, therefore, outside TCMA's jurisdiction. The complainants were referred to ICMA should they wish to pursue their complaints further. At least one complaint was subsequently filed with ICMA; however, ICMA determined that there was insufficient evidence to proceed with a formal investigation.
- There is one potential complaint pending; however, the matter is currently the subject of litigation initiated by the complainant. Pursuant to the Rules of Procedure, any investigation into an alleged ethics violation, or enforcement action related to a confirmed violation, must be suspended while the matter is before a court. Accordingly, TCMA must defer any formal investigation until the litigation has been resolved.

Strategic Plan and Goals Update

Host an in-person ethics training session in each region (Strategic Priorities 1, 3)

Most regions have accomplished this goal; however, we have identified a need to better align the regional Ethics Committee representatives with the certified ethics trainers in each region. This will be a priority during the 2026–2027 committee year.

Work with the TCMA Board to finalize the update of the ICMA partnership agreement (Strategic Priorities 4, 6)

Ongoing.

Review and update the Rules of Procedure for Enforcement (Strategic Priority 6)

This initiative has been deferred and will be completed during the 2026–2027 committee year.

Develop a sanctions matrix as an enforcement guide (Strategic Priority 6)

A draft matrix has been completed and will be incorporated into the Rules of Procedure.

Develop guidance on the ethical implications and considerations of artificial intelligence (Strategic Priority 3)

Due to the rapidly evolving nature of this topic, the subcommittee has withdrawn this initiative.

Develop guidance on ethical considerations related to public-private partnerships, economic development recruitment, and vendor relations (Strategic Priority 3)

Completed and approved by the Board on April 10, 2026.

Update the Code of Ethics to incorporate ICMA changes (Strategic Priority 4)

Completed and approved by the TCMA Board.

Update training materials to reflect the current Code of Ethics (Strategic Priority 3)

Completed.

Host an ICMA Train-the-Trainer event to ensure certified ethics trainers in each region (Strategic Priorities 1, 3)

Completed on April 16, 2026.

Review and select the annual recipient of the Ethics and Integrity Award (Strategic Priority 2)

Completed.

TEXAS CITY MANAGEMENT ASSOCIATION

SINCE 1926

STRATEGIC PLAN AND REPORT

2026 - 2028

2026 - 2028 Report and Strategic Plan

Prepared and Facilitated by:
Kevin Johnson, Co-Founder

expressprostraining.com
kevin@expressprostraining.com

Table of Contents

Introduction

The 2026–2028 Strategic Plan for the Texas City Management Association (TCMA) reflects a thoughtful, inclusive, and forward-looking process to prepare the organization for the challenges and opportunities ahead. Rooted in dialogue among board members, committee leaders, and key stakeholders, this plan builds upon TCMA's strong foundation while anticipating the needs of a dynamic and evolving membership base. It offers a clear path forward—one that is ambitious but grounded, aspirational yet achievable. The six strategic priorities outlined in this plan represent both continuity and innovation, positioning TCMA to serve as a stabilizing and energizing force in municipal leadership across Texas.

TCMA Mission

The Texas City Management Association, is an organization of local government professionals dedicated to promoting the highest standards of governance, service, leadership, ethics, and education while embracing individual and regional diversity for the benefit of our membership and the cities of Texas.

TCMA is member driven, ethical, and inclusive; committed to the council-manager form of government; dedicated to effective partnerships with elected officials; devoted to the professionalism of our organization and members; determined to provide quality service to our membership and the cities we serve.

Executive Summary

The 2026–2028 Strategic Plan provides a focused roadmap for TCMA's work over the next two years. Developed through a collaborative, board-led planning process, the plan reflects both a clear-eyed assessment of today's challenges and a confident vision for the future of city management in Texas.

The strategic direction outlined in this plan balances ambition with realism. It addresses the complex dynamics shaping our profession—shifting demographics, political pressures, evolving career paths—while reaffirming the values that define TCMA: ethics, education, peer support, and professional excellence.

This is not a list of tasks. It is a strategic agenda built to guide the association in navigating change, supporting members, and sustaining relevance in the years ahead.

Strategic Priorities for 2026 - 2028

1. Regional Engagement
2. Membership Growth
3. Grow Training & Support
4. Improve Partnerships
5. Increase Advocacy
6. Assess Operational Effectiveness

Planning Process Overview

In Spring 2025, TCMA convened a strategic planning session facilitated by Express Pros Training. The session brought together leadership voices from across the organization to reflect on progress since the last plan, examine current realities, and craft a forward-looking agenda for the next two years. The planning process was rooted in honest reflection, collective insight, and a shared commitment to ensuring that TCMA remains relevant, supportive, and future-ready.

Participants considered:

- Major accomplishments from 2023–2025
- Shifts in the broader political, professional, and demographic environment
- The core strengths and values that define TCMA
- Pressing challenges and emerging vulnerabilities
- New strategic directions to shape the future of the association

Areas of Progress

(2023 - 2025)

Over the past two years, TCMA has taken meaningful steps to strengthen its core offerings and adapt to member needs. Training and development has remained a cornerstone, with expanded topics and increased access. Mental health awareness has gained traction, and the Senior Advisor Program has grown in size and clarity.

Membership is both growing and diversifying, and the association continues to evolve in ways that honor its past while preparing for its centennial milestone in 2026.

TCMA has also invested in student engagement, improved its membership survey, and further enriched its annual conference experience. The association's website now hosts an expanded range of resources, and board collaboration remains strong. Overall, TCMA has sustained a vibrant, responsive presence that reflects its mission to support Texas City Managers at every career stage.

Evolving Landscape:

Key Changes

The strategic planning process acknowledged significant changes shaping the municipal and association environment. These include:

- Legislative dynamics such as DOGE reforms and broader state legislative advances
- Declining public trust in government institutions
- Technological advances, particularly in artificial intelligence
- Political polarization affecting perceptions of diversity
- Generational shifts and a widening age gap in membership
- A new mix of career pathways for city managers, including more private-sector and out-of-state transitions

These contextual changes underscore the need for TCMA to stay agile, inclusive, and attuned to both risks and opportunities.

Strengths of TCMA

TCMA remains a trusted and dynamic association because of its strong internal foundation. Members highlighted a number of enduring strengths:

- Deep commitment to ethics, professional excellence, and peer support
- Engaged and collaborative board and committee leadership
- A large, diverse, and welcoming membership aligned with TCMA's values
- Financial health and a strong regional structure
- A productive relationship with the Texas Municipal League (TML)
- An adaptive culture
- High-quality training, annual conference offerings, and mentoring structures

These strengths form the backbone of TCMA's credibility and continued influence across the state.

Current Challenges

Looking forward, TCMA will need to navigate several pressing challenges:

- The impact of unfavorable legislation and increased state oversight
- Regional variation across Texas that defies uniform approaches
- Demands on volunteers and the capacity to execute bold goals
- Political dynamics deterring Assistant City Manager's from seeking promotion
- Maintaining internal alignment on the association's strategic direction
- Strengthening key partnerships, including with the International City Management Association (ICMA)
- An aging workforce and preparing the next generation of City Managers

Addressing these challenges will require clear priorities, collaborative action, and sustained communication.

Core Components to Preserve

While progress and change are central to TCMA's future, members reaffirmed the enduring value of several core components:

- The mission to promote education, ethics, advocacy, and networking
- A culture of peer support and member care
- The high standards and professional knowledge that define membership
- A commitment to inclusivity and ethical leadership as a point of pride
- Signature programs like the Annual Conference and Senior Advisor Program

These elements are not just traditions to uphold; they are assets to carry forward.

Areas of Vulnerability

TCMA members also surfaced areas where additional attention and investment are needed:

- Deepening diversity efforts beyond representation to inclusion
- Responding proactively to workforce and leadership trends
- Ensuring ethics remains a support system, not a punitive tool
- Strengthening engagement with Assistants' and other professional organizations
- Connecting with younger professionals and communicating member value

Vigilance in these areas will help the association remain trusted and relevant.

Strategic Priorities

(2026 – 2028)

1. Regional Engagement

Foster stronger two-way communication between TCMA leadership and region representatives to ensure TCMA is equipping and supporting each region appropriately and to foster relevant statewide collaboration.

- TCMA has a Regional Training Fund to support these efforts
- Relevant region meeting notes and ideas shared via TCMA website
- Establish quarterly region president meetings

2. Membership Growth

Expand the association's reach by increasing both the number and diversity of members, especially among underrepresented groups and early-career professionals.

- Gain a more accurate picture of membership and non-membership demographics through data analysis
- Identify barriers to membership and ways to overcome
- Prioritize membership renewal

3. Grow Training & Support

Enhance development opportunities for Members at all levels by expanding training & development programs.

- For individuals entering into or seeking promotion within the profession
- Developing regional training opportunities
- Deepening mental health initiatives
- Expanding the Senior Advisor Program
- Providing targeted support for managers in transition

Strategic Priorities

(2026 – 2028)

4. Improve Partnerships

Strengthen relationships with organizations such as TML, ICMA and TCMA Assistant Organizations to ensure collaboration, reduce silos, and extend TCMA's impact across the profession.

- Update the Partnership Agreement with ICMA
- Utilize regional involvement to improve partnerships with Assistant Organizations

5. Increase Advocacy

Equip members to engage in legislative efforts while being grounded in the Code of Ethics. Collaborate with TML's legislative efforts by giving insight and examples of how legislation would impact municipalities and the city management profession.

6. Assess Operational Effectiveness

Examine and modernize TCMA's internal processes to improve efficiency, clarify roles, and ensure long-term sustainability in how the association operates. The heart of this priority is to both preserve and progress: preserve the history and core pillars of TCMA and progress the association to be relevant and impactful in today's environment.

- Explore digital and electronic solutions where applicable
- Explore modern branding ideas, social media usage, etc.

Execution Best Practices

To ensure this plan moves from paper to practice, TCMA will adopt the following best practices:

- Establish clear expectations and outcomes for committees
- Require progress updates aligned to strategic priorities
- Integrate the plan into board member onboarding and orientation
- Prioritize consistent presence and engagement of committee leaders
- Communicate progress to membership on a regular basis
- Maintain focused board agendas that reflect strategic commitments
- Assign accountability roles, including through the Senior Advisor Program

Discipline, communication, and collaboration will be essential to sustained execution.

TEXAS CITY MANAGEMENT ASSOCIATION

SINCE 1926

Prepared and Facilitated by:

Express Pros Training

www.expressprostraining.com | kevin@expressprostraining.com

Elgin City Council Meeting
Agenda Item Executive Summary

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

DEPARTMENT: Executive

PROPOSED ACTION: Approval of the meeting minutes.

BACKGROUND:
The City Council held a regular meeting on March 17, 2026.

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

RECOMMENDATION:
Staff recommends approval.

ATTACHMENTS:
1. City Council Regular Meeting Minutes - March 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
March 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 Mayor Pro Tem Brashar was absent due to illness. Deputy Mayor Pro Tem Love motioned to excuse Mayor Pro Tem Brashar. Council Member Gibson seconded the motion. All voted in favor. The motion carried.

Present:
Theresa Y. McShan, Mayor
Arthur Gibson III, Council Member Ward 1
Joy Casnovsky, Council Member Ward 1
Chuck Swain, Council Member Ward 2
YaLecia Love, Deputy Mayor Pro Tem Ward 2
Al Rodriguez, Council Member Ward 3
Tiffany St. Pierre, Council Member Ward 3
Liston Crim, Council Member Ward 4

Absent:
Sue Brashar, Mayor Pro Tem Ward 4

Staff:
Robert Eads, City Manager
Mark Schoreder, City Attorney
Kaley Frye, Economic Development Director
Michael Gonzalez, Public Works Director
Chris Noble, Chief of Police
Pamela Sanders, Human Resources Director
Sonia Browder, Media Specialist
Kristina Alvarez, Main Street Manager
Heather Fowler, Library Services Manager
Dodie Navejas, Utility Billing Customer Services Manager
Esmeralda Rangel, Assistant City Secretary
Uriel Campos, Administrative Assistant
Lorie Lankford, Gradient Solutions
Melissa Lipiec, Planning Technician
Mathew Decker. Police Officer
Mariah Esquivel, Recreation Center Coordinator

INVOCATION
Council Member Rodriguez provided the invocation.

PLEDGE OF ALLEGIANCE
Mayor McShan led those in attendance in reciting the Pledge of Allegiance to the Flag of the United States of America and Pledge of Allegiance to the Texas Flag.

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 LAND FROM "R-1" SINGLE FAMILY RESIDENTIAL DISTRICT TO "C-2" GENERAL COMMERCIAL DISTRICT LOCATED ON A PARCEL OF LAND KNOWN BY THE BASTROP COUNTY APPRAISAL DISTRICT AS PARCEL 41733 (ELGIN WEST COUNTRYSIDE, LOT 11, ACRES 1.076) AT 1512 NORTH AVE C, BEING DESCRIBED IN EXHIBIT "A", ATTACHED HERETO AND PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES AND RESOLUTIONS. (BEAU PERRY - CITY ENGINEER)**
   No one in attendance wished to speak.

2. **PUBLIC HEARING ON AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF ELGIN, TEXAS ADOPTED IN CHAPTER 46, SECTION 46-3, REVISED CODE OF ORDINANCES CITY OF ELGIN, TEXAS, 2013 AND MAKING THIS AMENDMENT A PART OF SAID ZONING MAP TO WIT: TO REZONE FROM "C-1" NEIGHBORHOOD SHOPPING DISTRICT TO "C-2" GENERAL COMMERCIAL DISTRICT 0.5880 ACRES OF LAND ON TRAVIS COUNTY PARCEL 557535 (LOT 1 CANNON ADDN) AND 2.0920 ACRES OF LAND ON TRAVIS COUNTY PARCEL 557536 (LOT 2 CANNON ADDN), LOCATED AT 13919 COUNTY LINE RD, BEING DESCRIBED IN EXHIBIT "A", ATTACHED HERETO AND PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES AND RESOLUTIONS. (BEAU PERRY - CITY ENGINEER)**
   No one in attendance wished to speak.

3. **PUBLIC HEARING ON A REQUEST BY VINCENT GERARD & ASSOCIATES, AGENT FOR RAFIQMOHAMMAD N. DHUKA, PROPERTY OWNER, TO GRANT A VARIANCE TO THE DISTANCE PROHIBITION FOR THE SALE OF ALCOHOL PER SEC. 8-20. PLACES WHERE ALCOHOLIC BEVERAGES MAY NOT BE SOLD. (A)(1), ALLOWING THE SALE OF ALCOHOL (BEER AND WINE) FROM A PROPOSED CONVENIENCE MARKET AND FUEL STATION AT 13919 COUNTY LINE ROAD. (BEAU PERRY - CITY ENGINEER)**
   No one in attendance wished to speak.

PUBLIC COMMENT
Keith Simpson, Quartz Ln, representative of Emergency Service District number three, wanted to provide an update to council. He stated that when the ESD was initially formed, the city had some concerns about who their representatives would be on the board of commissioners. Because of that, Mr. Simpson introduced Jimmy Young, an Elgin resident who is now on the board of commissioners for ESD3. He noted that two of the five commissioners are Elginites and their office manager also lives in Elgin and assured the city that they are well represented. About a month ago, they also got their state provider's license, and are in the process of getting their narcotics license and NPI number for Medicare and Medicaid. He stated that all items were on track to go live October first with

fifteen ambulances coming in June. An executive team has already been hired, and they are in the process of hiring a communication manager and setting up a 9-1-1 center with dispatch.

Doreen Sims, Ballast Dr, stated that she is an Elgin resident with an economic development and workforce development background from D.C. When she heard about the property that is directly in front of her home changing from C1 to C2 she believed it would change the aesthetic and cultural aspect of the city. She pointed out the saturation of gas stations around the proposed area and believed that a bistro or a mulit-use property would be better suited.

Kaitlyn Karaca, Token Trail, stated that she lived in the neighborhood next to the proposed area. She informed council that she and her neighbors were unaware of this proposal happening on the property, which was a problem. She stated that there were enough gas stations in the area and agreed that a bistro or café would work better and keep people spending money in town.

ANNOUNCEMENTS

1. **Nature Night at the Elgin Recreation Center Wednesday, March 18th 6pm-8pm**
   Kristina Alvarez, Main Street Manager, provided this announcement to the Council.

2. **Night Sky Explorers, Elgin Parks and Recreation, and Girl Scouts of Central Texas at Thomas Memorial Park Thursday, March 19th 6pm-8pm**
   Kristina Alvarez, Main Street Manager, provided this announcement to the Council.

3. **Community Potluck hosted by Elgin Parks and Recreation at Veterans Memorial Park Friday, March 20th, 6pm-9pm**
   Kristina Alvarez, Main Street Manager, provided this announcement to the Council.

4. **Spring Planting Class and Plant Swap hosted by Central Texas Plant People at Elgin Public Library on Saturday, March 21st, 10am-12pm**
   Kristina Alvarez, Main Street Manager, provided this announcement to the Council.

5. **The Lexington of Texas, with Fletcher Clark, Discusses The Battle of Gonzales at the Elgin Public Library on Saturday, March 21st, 2pm-3pm**
   Kristina Alvarez, Main Street Manager, provided this announcement to the Council.

6. **Poses for Posture with Body + Shine at Elgin Public Library Saturday, March 28th at 11am**
   Kristina Alvarez, Main Street Manager, provided this announcement to the Council.

7. **Music in the Park every Friday in April and May at the Veterans Park, 6 PM - 9 PM; event starting at 6 PM, headliner at 7 PM**
   Kristina Alvarez, Main Street Manager, provided this announcement to the Council.

8. **Music Festival April 9th - 11th; visit elginmusicfestival.com for more details**
   Kristina Alvarez, Main Street Manager, provided this announcement to the Council.

PRESENTATION

1. **Elgin Police Department Annual Racial Profiling Report (Chief Chris Noble)**
   Mayor McShan read the title of the item and invited Chris Noble, Chief of Police, to address the Council. Chief Noble informed council that it was time for the Annual Racial Profiling Report. He stated that under state law, the Sander Bland Act, they are required to do a comparative analysis of compiled information regarding traffic stops for the previous year.

Chief Noble shares that for the year, the City of Elgin had eight thousand nine hundred and fifty-five traffic stops. Of those, the ethnic breakdown were fifty-eight percent white, twenty-two point eight percent Hispanic Latinos, and sixteen point-three percent Black or African American, which fell into the percentages set by the census. He also stated that all Elgin Police Officers had racial profiling training with law enforcement personnel, sworn officers and animal control officers receive initial and annual training on biased-based policing and complete the annual anti-bias course every two years. Every police officer and employee also completes ethics training and the Police Department has not received any racial profiling complaints.

2. **Sexual Assault Awareness Month 2026 Proclamation**
   Mayor McShan read the proclamation and had Jerlissia Thompson with Bastrop Family Crisis Center to accept the proclamation.

CITY MANAGER'S REPORT

1. **Parks and Recreation Advisory Board Quarterly Report**
   Robert Eads, City Manager, stated the Parks and Recreation Advisory Board Quarterly Report is available for their review. He also mentioned that there were representatives from the board present. Lacy Hillard introduced herself as the Parks and Recreation Advisory Board chair and shared with the council some upcoming projects which included looking into new grills for the parks in connection with the Elgin High School welding class to actually make the grills. There were no questions from the Council.

2. **Library Advisory Board Quarterly Report**
   Robert Eads, City Manager, stated the Library Advisory Board Quarterly Report is available for their review. He also mentioned that there were representatives from the board present. Angelica Huerta introduced herself as the Library Advisory Board chair and provided some updates to council on items the board was working on, such as the upcoming library events, updating policies, and looking into strategic initiatives to be better stewards for the community. There were no questions from the Council.

3. **Provide an update on the Bond Refinancing**
   Robert Eads read the title of the item and invited Chris Allen, RBC Capital Markets Financial Advisory to the City of Elgin, to address the Council. Mr. Allen shared with council a one-page report summary that was in connection to their agenda item later on in the meeting. He explained to council that the City has an opportunity to refinance or refund some of its bonds for savings or outstanding debt. In the one-pager he provided, he ran through what was listed, which included a table listing the refunding target on the bond that is currently callable, bond call dates, combination tax ravines series 13, some general obligation refunding bond series 2015, combination tax COs 2015, and combination tax COs 2016. He also touched on the stated callable par amounted, and the council's possibility of achieving a debt service savings, saving on an annual basis, and sensitivity analysis which provides info if rates move on way or another. Discussion followed.

4. **Review of the FY 2026-27 Budget Calendar**
   Robert Eads read the title of the item and invited Pamela Sander, HR Director/Interim Finance Director, to address the Council. Ms. Sander provided the council with a budget calendar with key dates and noted that the possible workshop date could change given the availability of the council. Mr. Eads informed council that since this was the first time they saw this calendar, to review it and come back to staff with their available date. There were no further questions from the council.

CONSENT AGENDA

1. **Elgin Wildcat Showcase Special Event Application Fee Waivers, Veterans Memorial Park Expansion Rental Waiver, Waiver for Street Closure Thursday, April 9th 1pm-8pm on Depot Street between N Ave B and N Ave C, Event time Thursday, April 9th 5:30pm–7pm. $1,275.00 (Kristina Alvarez - Main Street Manager)**
   Mayor McShan read the title of the item and invited Noble Smith, President of the Elgin Education Foundation, to address the Council. He stated that the they were holding a Elgin Crawfish festival to benefit the Elgin ISD students and teacher, and were asking for these fee waivers and ordinance waivers to save money for the fundraiser, which will feature live music, raffles, auctions and more for the community to enjoy.

   This item was approved on the consent agenda.

2. **Elgin ISD Education Foundation Crawfish Festival Special Event Fee Waiver, Elgin Memorial Park Pavilion Rental Waiver, Open Container Waiver, Sound Ordinance Waiver, Saturday, April 11th, 7:00am-8:00pm. $1,225.00 (Kristina Alvarez - Main Street Manager)**
   This item was approved on the consent agenda.

   Council Member St. Pierre motioned to approve the consent agenda. Council Member Crim seconded the motion. All voted in favor. The motion carried.

NEW BUSINESS

1. **PRESENTATION AND ACCEPTANCE OF THE ANNUAL AUDIT REPORT FOR THE PERIOD ENDING SEPTEMBER 30, 2025, BY BROOKSWATSON &CO. PLLC. (PAMELA SANDERS - INTERIM FINANCE DIRECTOR)**
   Mayor McShan read the title of the item and invited Mike Brooks, partner with Brooks Watson and Company, to address the Council. Mr. Books presented the annual audited financial statements for the year ending on September 30, 2025. He told the council that a full copy of the audited financial statements were at each members place, but he presented a condensed version focusing on key numbers. He went over how the audit process takes place, ensured the council that the city received an unmodified opinion which provides the highest level of assurance. He provided financial highlights that consisted of assets exceeding liabilities, a decrease in fund balance, unassigned fund balance, and an overall increase in net position. Mr. Brooks also provided a summary of the City's governmental activities, revenue and expenses, changes in fund balance for governmental funds, budget to actual in the general fund, and changes in the net position of the utility fund. Mr. Brooks also informed council that they were provided two additional letters that contained the required auditor's disclosure letter and a findings and recommendation letter. Mr. Brooks provided a brief overview of the findings, which included topics about the city's control over financial statements, pulled cash, the city's compliance with the public funds investment act, and changes in state law over competitive bidding requirements.
   Robert Eads, City Manager invited Pam Sanders, HR Director/Interim Finance Director and Lorie Lankford, Gradient Solutions, to address the Council. Ms. Sanders shared with council an overview of the audit findings from fiscal year 2024 to now. She reminded the council that the audit for 2024 was presented in October 2025 with eight findings, which was a decrease to only four findings in fiscal year 2025. She also answered questions made by the council which included explaining pooled cash and investment reports and went over the goals that were set last year that have been completed or are in the process of completion. Discussion continued.

Mr. Eads stated that this was a presentation to council and did not require any formal action to be taken.

2. **CONSIDERATION AND POSSIBLE ACTION WITH RESPECT TO THE ISSUANCE OF REFUNDING BONDS UP TO $12,670,000 TO ACHIEVE A DEBT SERVICE SAVINGS, INCLUDING APPOINTING A PRICING OFFICER, DELEGATING BOND PRICING AUTHORITY TO THE PRICING OFFICER WITHIN ESTABLISHED PRICING PARAMETERS, AND CONSIDERING APPROVAL OF AN ORDINANCE AUTHORIZING THE ISSUANCE OF CITY OF ELGIN, TEXAS GENERAL OBLIGATION REFUNDING BONDS, SERIES 2026; LEVYING AN AD VALOREM TAX IN SUPPORT OF THE BONDS; APPROVING A PAYING AGENT/REGISTRAR AGREEMENT, A PURCHASE AGREEMENT AND AN ESCROW AGREEMENT; ESTABLISHING PROCEDURES FOR SELLING AND DELIVERING THE BONDS; AND AUTHORIZING OTHER MATTERS RELATING TO THE BONDS. (PAMELA SANDERS - INTERIM FINANCE DIRECTOR)**
Mayor McShan read the title of the item and invited Angela Avile of McCall, Parkhurst & Horton LLP, representative of the City's bond council law firm to address the council. Ms. Avile stated that this item was in connection to the presentation given earlier by the City's financial advisor, Chris Allen. She stated that the ordinance presented formally issues the city's general obligation funding bond series 2026, outlines the purpose of refinancing the city's outstanding debt to achieve savings, and appoints a pricing officer which delegated authority specifically to the city manager, Mr. Eads and Ms. Sanders to execute a pricing certificate on the pricing date which as of now if March 26th but is subject to change on the market. She further reminded council that if this is approved today, they are not issuing debt that day but allowing the pricing officer to do so whenever it is most convenient for the city to achieve savings. The ordinance also outlines parameters the pricing officer has to stay within.

Council Member Rodriguez motioned to approve the ordinance. Council Member St. Pierre seconded the motion. All voted in favor. The motion carried.

3. **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 LAND FROM "R-1” SINGLE FAMILY RESIDENTIAL DISTRICT TO "C-2" GENERAL COMMERCIAL DISTRICT LOCATED ON A PARCEL OF LAND KNOWN BY THE BASTROP COUNTY APPRAISAL DISTRICT AS PARCEL 41733 (ELGIN WEST COUNTRYSIDE, LOT 11, ACRES 1.076) AT 1512 NORTH AVE C, BEING DESCRIBED IN EXHIBIT "A", ATTACHED HERETO AND PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES AND RESOLUTIONS. (BEAU PERRY - CITY ENGINEER)**
Mayor McShan read the title of the item and invited Melissa Lipiec, planning technician, to address the council. Ms. Lipiec stated that this property is currently zoned as residential and is under a specific use permit for a child care facility that was the former Mabry's Munchkins. A new owner purchased the property and is operating another child care facility, but they would like to expand it. By expanding, they would be adding a larger building and the residential zoning would not allow for that expansion and that is why they are requesting the zoning change to commercial. She also stated that the planning and zoning commission met on this item in their February meeting, and recommended the change. She further explained that the new owner is looking to build a separate building that would function as an indoor recreation space for the children.

Council Member Crim motioned to approve the zoning change. Deputy Mayor Pro Tem Love seconded the motion.
The vote is as follows:
Council Member Crim - Yes
Mayor McShan - Yes
Council Member Casnovsky - Yes
Council Member Gibson - Yes
Council Member Swain - Yes
Deputy Mayor Pro Tem Love - Yes
Council Member St. Pierre - No
Council Member Rodriguez - Yes
The motion carried with seven votes in favor, and one votes not in favor.

4. **AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF ELGIN, TEXAS ADOPTED IN CHAPTER 46, SECTION 46-3, REVISED CODE OF ORDINANCES CITY OF ELGIN, TEXAS, 2013 AND MAKING THIS AMENDMENT A PART OF SAID ZONING MAP TO WIT: TO REZONE FROM "C-1" NEIGHBORHOOD SHOPPING DISTRICT TO "C-2" GENERAL COMMERCIAL DISTRICT 0.5880 ACRES OF LAND ON TRAVIS COUNTY PARCEL 557535 (LOT 1 CANNON ADDN) AND 2.0920 ACRES OF LAND ON TRAVIS COUNTY PARCEL 557536 (LOT 2 CANNON ADDN), LOCATED AT 13919 COUNTY LINE RD, BEING DESCRIBED IN EXHIBIT "A", ATTACHED HERETO AND PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES AND RESOLUTIONS. (BEAU PERRY - CITY ENGINEER)**
Mayor McShan read the title of the item and invited Melissa Lipiec, planning technician, to address the council. Ms. Lipiec stated that this property is currently zoned as C-1 commercial and the applicant would like to change the zoning to C-2 commercial. The difference would allow additional commercial uses, with the main difference being the size of the building. C-1 allows a building size that is limited to 5,000 square feet, and they are proposing to build an 8,000 square foot facility that would function as a gasoline convenience store with fuel sales as well as food. Vincent Heinger, with Vincent Gerard, buyer representative, provided a presentation to council that included a map showing the property that is along County Line Road and Raymond Johnson Road. He also explained that if they got this zoning change approved, they would have to provide a traffic impact analysis which would decide the improvements that are necessary, as well as a re-subdivision which would unify the two lots into one, and dedicate roadways to build side walks. He also showed pictures of the Round Rock location of this store and shared the economic value that it would generate, such as sales tax. Ms. Lipiec stated that this item went through the planning and zoning commission and the board recommended denial with a split vote of 4 people against it and 3 people for it. Mr. Eads stated that he had talked to Beau Perry, City Engineer/Development Services Director, and was told that he was in receipt of a memo from TXDoT stating that they would not allow for any curb cut permits on FM1100. Discussion followed.
Mayor McShan then went to item number 5 on the agenda to discuss further since it was in connection to this item.

Mayor McShan came back to vote on this item after discussion of item number 5.

Council Member Rodriguez motioned to table this item. Council Member Gibson seconded the motion. All voted in favor of tabling the item. The motion carried and the item was tabled.

5. **CONSIDERATION OF A REQUEST BY VINCENT GERARD & ASSOCIATES, AGENT FOR RAFIQMOHAMMAD N. DHUKA, PROPERTY OWNER, TO GRANT A VARIANCE TO THE DISTANCE PROHIBITION FOR THE SALE OF ALCOHOL PER SEC. 8-20. PLACES WHERE ALCOHOLIC BEVERAGES MAY NOT BE SOLD. (A)(1), ALLOWING THE SALE OF ALCOHOL (BEER AND WINE) FROM A PROPOSED CONVENIENCE MARKET AND FUEL STATION AT 13919 COUNTY LINE ROAD. (BEAU PERRY - CITY ENGINEER)**

   Mayor McShan read the title of the item and invited Vincent Gerard, buyer representative, to address the council. Mr. Gerard showed the council his research that he conducted through TABC, which included the percentage of alcohol sales as well as the proximity to the school and church. Ms. Lipiec stated that the city ordinance reads that there can not be alcohol sales within 300 hundred feet of a school, measured from property line to property line, but the school district can request that the city extend that to 1,000 feet, which there had been no request from the school district at that time. She also reminded council that the ordinance also reads that the council can decide to grant a variance that would allow the sale of alcohol within those 300 feet. Discussion followed. Ms.Lipiec also stated that there was no limit to how many times a person could ask for a variance, but if the zoning change was not approved today, they could not bring a similar zoning request for 12 months.

   Council Member Crim motioned to deny the variance request. Deputy Mayor Pro Tem Love seconded the motion. All voted in favor of denying the variance. The motion carried, and the variance was denied.

   Mayor McShan then went back to item 4.

6. **A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE A PROPOSAL FOR GRANT WRITING SERVICES FOR TEXAS WATER DEVELOPMENT BOARD WATER SUPPLY AND INFRASTRUCTURE GRANT, AND MAKING CERTAIN FINDINGS RELATED THERETO. (MICHAEL GONZALEZ - PUBLIC WORKS DIRECTOR)**

   Mayor McShan read the title of the item and invited Michael Gonzalez, Public Works Director, to address the council. Mr. Gonazales provided council with an overview of how grants have been used in the past. He also stated that in the last legislative session, Texas gave the Tech Water Development Board a Billion dollars to put into water infrastructure. He believes that the city is in a position to got out and be eligible for some of that funding. The item presented would be to authorize grant writing services with Kimley Horn to go after those funds. It would be a total of 25,000 to cover the grant writing administration fees that would be reimbursed back to the city if the grant was successful, which would be covered upfront by impact fees. Looking at various projects that are already in the capital improvement plan, these items, along with being a smaller rural community, would make the city more competitive for this type of funding. Discussion followed.

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

7. **A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE MAYOR TO EXECUTE AN AGREEMENT UPON ACQUISITION OF ALL RELATED PROPERTIES FOR SERVICES FOR GENERAL LAND OFFICE CONTRACT No. 22-085-029-D270 ALSO KNOWN AS THE KENNEDY STREET AND COUNTY LINE ROAD DRAINAGE AND ROADWAY PROJECT, MAKING CERTAIN FINDINGS RELATED THERETO. (MICHAEL GONZALEZ - PUBLIC WORKS DIRECTOR)**

Mayor McShan read the title of the item and invited Michael Gonzalez, Public Works Director, to address the council. Mr. Gonzalez stated that the city was at a point of awarding this contract to construction services. He reiterated to council that this would be a major drainage project that would be on Kennedy Street and County Line Road. Two separate projects under the same grant with 16 different property owners needed to be contacted in order to do this. Early on, the decision was made to go the route of voluntary acquisition instead of eminent domain, as it is important that the community have the same buy in on the project. Each property owner was explained the project and, in some cases, were able to negotiate with the city to an agreeable conclusion. No property owner was strongly armed as each acquisition was completely voluntary. Ultimately, this led to the acquisition of all the properties needed along county line road and all but one property on Kennedy Street that the city hopes to still acquire.

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

8. **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH THE EMERGENCY SERVICES DISTRICT NUMBER 3 FOR EMERGENCY MEDICAL SERVICES FOR THE TRAVIS COUNTY RESIDENTS OF THE CITY OF ELGIN, TEXAS, AND PROVIDING AN EFFECTIVE DATE.**
   Mayor McShan went into executive session before discussing this item.

   After reconvening from executive session, Mayor McShan read the title of the item.

   Council Member Rodriguez made a motion to deny the resolution as requested, as written, and direct the city manager to seek negotiations with other governmental entities and counties for options. Deputy Mayor Pro Tem Love seconded the motion. All voted in favor. The motion carried.

EXECUTIVE SESSION

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.**
   Mayor McShan read the title of the item, and adjourned the meeting into Executive Session at 8:46 PM.

RECONVENE
Mayor McSahn reconvened the meeting into open session at 9:16 PM.

Mayor McShan returned to item 8 on the agenda.

There was no action was taken on the executive session item.

ADJOURNMENT
Mayor McShan adjourned the meeting at 9:17 PM.

ATTEST: **Theresa Y. McShan, Mayor**

Peyton Standifer, City Secretary

Elgin City Council Meeting
Agenda Item Executive Summary

ITEM: City Council Regular Meeting Minutes - June 16, 2026

DEPARTMENT: Executive

PROPOSED ACTION: Review and approve the meeting minutes for the June 16th meeting

BACKGROUND:
The City Council held a regularly scheduled meeting on June 16, 2026.

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

RECOMMENDATION:
Staff recommends approval of the meeting minutes.

ATTACHMENTS:
1. City Council Regular Meeting _Minutes_Preview

{} 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
June 16, 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 Piña was absent for a family member's funeral, and Council Member Gibson was absent for the birth of his child. Mayor Pro Tem Love motioned to excuse Council Members Piña and Gibson. Deputy Mayor Pro Tem St. Pierre seconded the motion. All voted in favor. The motion carried.

Present:
Theresa Y. McShan, Mayor
Jessica Jaimes, Council Member Ward 1
Roland Silva, Council Member Ward 2
YaLecia Love, Mayor Pro Tem Ward 2
Agatha Mayfield, Council Member Ward 3
Tiffany St. Pierre, Deputy Mayor Pro Tem Ward 3
Liston Crim, Council Member Ward 4

Absent:
Arthur Gibson III, Council Member Ward 1
Brenda Piña, Council Member Ward 4

Staff:
Beau Perry, Development Services Director /City Engineer
Peyton Standifer, City Secretary
Mark Schoreder, City Attorney
Kaley Frye, Economic Development Director
Michael Gonzalez, Public Works Director
Chris Noble, Chief of Police
Pamela Sanders, Human Resources Director
Sonia Browder, Media Specialist
Kristina Alvarez, Main Street Manager
Heather Fowler, Library Services Manager
Dodie Navejas, Utility Billing Customer Services Manager
Todd Johnson, Police Commander
Esmeralda Rangel, Assistant City Secretary
Uriel Campos, Administrative Assistant
Riggin Anderson, Parks and Recreation Manager

Olegario "Junior" Puente, Code Enforcement Officer
Carlos "Charlie" Navejas, Permit Technician
Hunter Cooper, Utility Maintenance Technician
Jose Ortiz, Utility Maintenance Technician
Heidi Rodriguez, Network Systems Administrator
Michael Hinds, Building Official
Carina Guzman, Assistant to the Chief of Police
Michael De La Rosa, Police Lieutenant
Kelly McEwen, Library Tech Services Clerk

INVOCATION
Council Member Crim provided the invocation.

PLEDGE OF ALLEGIANCE
Mayor McShan led those in attendance in reciting the Pledge of Allegiance to the Flag of the United States of America and Pledge of Allegiance to the Texas Flag.

PUBLIC COMMENT
No one in attendance wished to speak.

ANNOUNCEMENTS

1. **Recognition of Accreditation Through Main Street America**
   Kristina Alvarez, Main Street Manager, provided this announcement to the Council.

PRESENTATION

1. **Introduction of New Employees (Sanders)**
   Mayor McShan invited Pamela Sanders, Human Resources Director, to address the Council. Ms. Sanders introduced the following new employees joining the City of Elgin:

   - Clayton Andrews, Groundskeeper
   - Kevin Garcia, Groundskeeper
   - Kevin Montemayor, Streets Maintenance Technician
   - John Breedlove, Facilities Maintenance Technician
   - Hunter Cooper, Utility Maintenance Technician
   - Jose Ortiz, Utility Maintenance Technician
   - Heidi Rodriguez, Network Systems Administrator
   - Michael Hinds, Building Official
   - Carina Guzman, Assistant to the Chief of Police

2. **Employee Service Milestone Recognition (Sanders)**
   Mayor McShan invited Pamela Sanders, Human Resources Director, to address the Council. Ms. Sanders introduced the following employees celebrating 5 years of service milestones:

   - Olegario "Junior" Puente, Code Enforcement Officer
   - Carlos "Charlie" Navejas, Permit Technician
   - Kaley Frye, Economic Development Corporation Director

CITY MANAGER'S REPORT

1. **Library Advisory Board Quarterly Report**
   Beau Perry, Development Services Director /City Engineer, stated the Library Advisory Board Quarterly Report is available for their review. There were no questions from the Council.

2. **Parks and Recreation Advisory Board Quarterly Report**
   Beau Perry, Development Services Director /City Engineer, stated the Parks and Recreation Advisory Board Quarterly Report is available for their review. There were no questions from the Council.

3. **Discussion and Possible Action Regarding New Council Member Onboarding**
   Beau Perry, Development Services Director /City Engineer, introduced this item. Mr. Perry stated that he discussed with City staff about the expectations for Council Members that are coming onto the Council, and there is not currently a documented process or expectation for new Council Members. Discussion followed. Mayor McShan instructed Deputy Mayor Pro Tem St. Pierre to form a sub-committee to discuss a process. Council Member Silva volunteered to serve on the sub-committee.

   Council Member Silva and Deputy Mayor Pro Tem St. Pierre will return to the Council at a later date with their recommendations.

CONSENT AGENDA

1. **City Council Regular Meeting Minutes - April 7, 2026**
   This item was approved on the consent agenda.

2. **City Council Special Meeting Minutes - May 12, 2026**
   This item was approved on the consent agenda.

3. **City Council Regular Meeting Minutes - June 2, 2026**
   This item was approved on the consent agenda.

4. **Appointment of Laura Rubio to the Main Street Board**
   This item was approved on the consent agenda.

   Deputy Mayor Pro Tem St. Pierre motioned to approve the consent agenda. Council Member Crim seconded the motion. All voted in favor. The motion carried.

NEW BUSINESS

1. **Discussion and Possible Action Regarding a Request by Aviator's Pizza and Brew Company to Grant a Variance from City Code Section 32-267 to Allow for Operations of an Animated Moving Sign on the Property Located at 136 Roy Rivers Road.**
   Mayor McShan read the title of the item. Beau Perry, Development Services Director /City Engineer, explained to the Council that Aviators Pizza is asking for a variance to the current sign ordinance to allow for an animated or moving sign. Kaley Frye, Economic Development Corporation Director, briefed the Council on the project, and invited the owner to address the Council. The Economic Development Corporation is in support of this variance. Discussion followed.

Council Member Crim motioned to approve the requested variance. Mayor Pro Tem Love seconded the motion. All voted in favor. The motion carried.

2. **A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE CREATION OF THE POSITION OF PUBLIC INFORMATION OFFICER (PIO) AS A NEW FULL-TIME EQUIVALENT (FTE) WITHIN THE CITY'S ORGANIZATIONAL STRUCTURE AND PROVIDING FOR RELATED MATTERS; AND ESTABLISHING AN EFFECTIVE DATE. (SANDERS)**
Mayor McShan read the title of the item and invited Pamela Sanders, Human Resources Director, to address the Council. Ms. Sanders explained that this was as previously discussed. This item will separate the Public Information Officer role from the Community Services Director role. The Public Information Officer will be housed under the City Manager's Office organizationally. Discussion followed.

Council Member Crim motioned to approve the resolution as it was presented and authorize the creation of the position for a Public Information Officer. Mayor Pro Tem Love seconded the motion. All voted in favor. The motion carried.

3. **A RESOLUTION OF THE CITY OF ELGIN, TEXAS, REQUESTING FINANCIAL ASSISTANCE FROM THE TEXAS WATER DEVELOPMENT BOARD; AUTHORIZING THE FILING OF AN APPLICATION FOR ASSISTANCE; AND MAKING CERTAIN FINDINGS IN CONNECTION THERWITH. (MICHAEL GONZALEZ - PUBLIC WORKS DIRECTOR)**
Mayor McShan read the title of the item, and invited Michael Gonzalez, Public Works Director, to address the Council. Mr. Gonzalez explained to the Council that this would be an application to the Texas Water Development Board for up to $12 million for shovel-ready projects. Discussion followed.

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

4. **A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT FOR UTILITY LINE RELOCATING AND MAKING CERTAIN FINDINGS RELATED THERETO. (MICHAEL GONZALEZ - PUBLIC WORKS DIRECTOR)**
Mayor McShan read the title of the item, and invited Michael Gonzalez, Public Works Director, to address the Council. Mr. Gonzalez explained that this was for the Aqua water line that must be moved for the County Line Road expansion, and this is factored into the cost. Discussion followed.

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

5. **Bastrop County Advisory Board of Health Appointment**
Mayor McShan invited Mayor Pro Tem Love to explain to the Council this appointment. There were two applicants for this position: Valerie Neidig and Dr. Sharita Ambrose. Mayor Pro Tem Love invited discussion from the Council, and stated that her preference would be Dr. Ambrose. Discussion followed.

Mayor Pro Tem Love motioned to approve Dr. Sharita Ambrose as the Elgin representative for the Bastrop County Advisory Board of Health. Deputy Mayor Pro Tem St. Pierre seconded the motion. All voted in favor. The motion carried.

6. **City Appointment of One Council Member to the Capital Area Council of Governments (CAPCOG) General Assembly as a City of Elgin Representative**
Mayor McShan read the title of the item, and explained that there are two representative positions. Mayor McShan currently occupies one position, and the second position was left vacant by the recent election. Mayor McShan recommended Council Member Silva to fill the vacant position.

   Council Member Crim motioned to appoint Council Member Silva as the CAPCOG representative to fill the current vacancy. Mayor Pro Tem Love 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 7:12 PM.

1. **Consultation with City Attorney regarding pending litigation and matters subject to attorney-client privilege pursuant to Texas Government Code Section 551.071, style: *State of Texas v. City of Elgin, et al.* (2621-21)**

RECONVENE
Mayor McShan reconvened the meeting into open session at 7:28 PM. No action was taken.

ADJOURNMENT
Mayor McShan and the Council thanked Michael Gonzalez for his assistance with the Juneteenth parade. Mayor McShan adjourned the meeting at 7:29 PM.

ATTEST:

____
Theresa Y. McShan, Mayor

____
Peyton Standifer, City Secretary

Elgin City Council Meeting
Agenda Item Executive Summary

ITEM: Appointment of Nikki Richardson to the Main Street Board to Fill a Vacancy

DEPARTMENT: Community Services

PROPOSED ACTION: Approval of the appointment of Nikki Richardson to the Main Street Board.

BACKGROUND:
The Main Street Board currently has a vacancy. Nikki Richardson has applied to file the vacancy on the Main Street Board. The Mayor has recommended this appointment.

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

RECOMMENDATION:
Staff does not have a recommendation.

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.
{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 Meeting
Agenda Item Executive Summary

ITEM: Appointment of Stephanie Ross to the Main Street Board to Fill a Vacancy

DEPARTMENT: Community Services

PROPOSED ACTION: Approval of the appointment of Stephanie Ross to the Main Street Board.

BACKGROUND:
The Main Street Board currently has a vacancy. Stephanie Ross has applied to file the vacancy on the Main Street Board. The Mayor has recommended this appointment.

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

RECOMMENDATION:
Staff does not have a recommendation.

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.
{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 Meeting
Agenda Item Executive Summary

ITEM: Appointment of Ryan Green to the Historic Review Board to Fill a Vacancy

DEPARTMENT: Executive

PROPOSED ACTION: Approval of the appointment of Ryan Green to the Historic Review Board.

BACKGROUND:
The Historic Review Board currently has a vacancy. The Mayor has recommended this appointment.

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

RECOMMENDATION:
Staff does not have a recommendation.

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.
{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 Meeting
Agenda Item Executive Summary

ITEM: Discussion and Possible Action Regarding the Donation of Land of the Mary Christian Burleson Homestead by the Mary Christian Burleson Foundation (Riggin Anderson - Recreation Program Manager)

DEPARTMENT: Recreation

PROPOSED ACTION: Discussion and possible action regarding the donation of land

BACKGROUND:
The Mary Christian Burleson Homestead is being offered as a donation from the Mary Christian Burleson Foundation. Staff has looked into the logistics of this donation and will be presenting those findings to the Council.

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

RECOMMENDATION:
Staff does not have a recommendation.

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: A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE CITY MANAGER TO FINALIZE AND EXECUTE AN AGREEMENT BETWEEN THE CITY OF ELGIN, TEXAS, AND THE ELGIN HISTORICAL ASSOCIATION, INC. FOR THE OPERATION AND PARTNERSHIP OF THE ELGIN UNION DEPOT, AND MAKING CERTAIN FINDING RELATED THERETO.

DEPARTMENT: Executive

PROPOSED ACTION: Authorize the City Manager to finalize and execute an agreement with the Elgin Historical Association.

BACKGROUND:
The City of Elgin and the Elgin Historical Association desire to enter into an agreement for the operation of the Elgin Union Depot Museum. The Elgin Historical Association serves the community by preserving and promoting the history of Elgin. The City desires to own, control and operate the museum for the benefit of the public with the programming and advice of the Association.

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

RECOMMENDATION:
Staff recommends approval of the resolution and authorization of the City Manager to finalize and excute an agreement with the Elgin Historical Association.

ATTACHMENTS:
1. RES Depot Museum Agreement
2. Elgin Union Depot Partnership Agreement 5-2026

{} 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.

<u>RESOLUTION NO. 2026-07-07-XX</u>

A RESOLUTION OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE CITY MANAGER TO FINALIZE AND EXECUTE AN AGREEMENT BETWEEN THE CITY OF ELGIN, TEXAS, AND THE ELGIN HISTORICAL ASSOCIATION, INC. FOR THE OPERATION AND PARTNERSHIP OF THE ELGIN UNION DEPOT, AND MAKING CERTAIN FINDING RELATED THERETO.

WHEREAS, the City of Elgin owns the real property commonly known as the Elgin Union Depot; and,

WHEREAS, the Elgin Historical Association currently operates the Elgin Depot Museum located at the Elgin Union Depot; and,

WHEREAS, the Elgin Historical Association and the City of Elgin desire to enter into an agreement that will establish a cooperative partnership whereby the City retains operational control and the Association provides programmatic and advisory support.

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

Section 1. <u>Findings.</u> 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. <u>Authorization.</u> The City Manager is hereby authorized to finalize and execute an "Agreement Between the City of Elgin, Texas and the Elgin Historical Association, Inc. for the Operation and Partnership of the Elgin Union Depot".

Section 3. <u>Open Meetings.</u> 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 7th day of July 2026.

____
THERESA Y. MCSHAN, Mayor
City of Elgin, Texas

ATTEST:

____
PEYTON STANDIFER, City Secretary

AGREEMENT BETWEEN THE CITY OF ELGIN, TEXAS AND THE ELGIN HISTORICAL ASSOCIATION, INC. FOR THE OPERATION AND PARTNERSHIP OF THE ELGIN UNION DEPOT

This Agreement ("Agreement") is entered into by and between the City of Elgin, Texas, a home-rule municipality and political subdivision of the State of Texas ("City"), and the Elgin Historical Association, Inc., a Texas nonprofit corporation ("Association").

RECITALS

WHEREAS, the City owns the real property and improvements commonly known as the Elgin Union Depot (the "Facility"); and

WHEREAS, the Association is organized for the purpose of preserving and promoting the history of the Elgin community; and

WHEREAS, the City and the Association previously entered into an agreement for the operation of a museum and archive within the Facility; and

WHEREAS, the City desires to operate the Facility as a public museum, archive, and visitor asset; and

WHEREAS, the parties desire to establish a cooperative partnership whereby the City retains operational control and the Association provides programmatic and advisory support;

NOW, THEREFORE, in consideration of the mutual covenants herein, the parties agree as follows:

1. PURPOSE AND USE

The City shall own, control, and operate the Facility as a public museum, archive, and visitor asset for the benefit of the public. The Association shall serve as a programmatic and advisory partner as set forth herein.

2. TERM

This Agreement shall commence upon execution by both parties and shall continue for an initial term of five (5) years, unless earlier terminated as provided herein. This Agreement may be renewed by mutual written agreement of the parties.

3. CITY RESPONSIBILITIES

The City shall be responsible for the operation and management of the Facility, including but not limited to:

a. Staffing, daily operations, and establishment of public hours;
b. Visitor services, programming, and general administration;
c. Maintenance, repair, and security of the Facility;
d. Provision of utilities, including electricity, water, and waste services;
e. Provision of insurance coverage for the Facility;
f. Establishment and enforcement of policies related to collections, archives, exhibits, and use of space.

The City shall retain final authority over all exhibits and materials displayed within the Facility, including the acceptance, placement, rotation, or removal of any items.

4. ASSOCIATION RESPONSIBILITIES

The Association shall serve as a programmatic and advisory partner to the City and may:

a. Assist with historical research, interpretation, and educational programming;
b. Support exhibit development and content creation;
c. Assist with archives and collection-related efforts;
d. Coordinate and provide volunteers to support museum activities;
e. Conduct fundraising activities in support of the Facility and related programs;
f. Seek grants and donations consistent with the purposes of this Agreement.

Any agreements entered by the Association related to the Facility require prior written approval of the City.

5. INDEPENDENT CONTRACTOR

The Association is an independent contractor and not an agent, servant, or employee of the City. The Association shall have no authority to bind the City.

6. EXHIBITS, COLLECTIONS, AND LOANS

The Facility may house items that are owned by the City, donated to the City, or loaned by the Association or other third parties (collectively, "Collections"). The City shall retain sole and exclusive discretion over all matters relating to the Collections, including, without limitation, the acceptance or rejection of any donated items, the display, placement, interpretation, storage, rotation, or removal of exhibits, and the use and allocation of museum space within the Facility.

The City and the Association may, but are not obligated to, enter into one or more written Memoranda of Understanding (each, an "MOU") governing specific exhibits, collections, or loaned items. Any such MOU may address, as applicable, the duration of any loan (whether long-term or short-term), conditions of display, standards of care, maintenance obligations, conservation practices, insurance requirements, risk of loss, transportation, and procedures for return of items.

Unless otherwise expressly provided in a written agreement approved by the City:

a. Loaned items shall remain the sole property of the lending party, and no ownership interest shall transfer to the City by virtue of possession or display;
b. Donated items accepted by the City shall become the sole property of the City, and the City shall have full authority over their use, disposition, or deaccessioning in accordance with applicable policies;
c. The City shall exercise reasonable care consistent with generally accepted museum practices in the handling and custody of Collections but shall not be deemed an insurer of any item;
d. The City may require documentation establishing ownership, provenance, and condition of any item prior to acceptance or display; and
e. Any loaned item may be removed or returned by the City at any time if necessary to protect the Facility, the public, or the integrity of the Collections, subject to any applicable written agreement.

7. FUNDING AND FINANCIAL MATTERS

The City shall provide funding for baseline operations subject to annual budget appropriation. The Association may independently raise funds to support the Facility; however, any funds raised specifically for the Facility shall be used solely for Facility-related purposes. The City shall have the right to request reasonable documentation regarding the use of such funds.

8. VOLUNTEERS AND PROGRAMMING

All volunteers providing services at the Facility shall comply with City policies and shall be subject to supervision by the City while on site. The City may require background checks or other screening measures as permitted by law. Volunteers shall not be considered employees of the City for any purpose.

9. INSURANCE

The Association shall maintain, at its sole cost, commercial general liability insurance with limits of not less than $1,000,000 per occurrence and $1,000,000 aggregate. The City shall be named as an additional insured. Certificates of insurance shall be provided to the City upon request.

10. INDEMNIFICATION

TO THE EXTENT PERMITTED BY LAW, THE ASSOCIATION SHALL INDEMNIFY, DEFEND, AND HOLD HARMLESS THE CITY, ITS OFFICERS, AGENTS, AND EMPLOYEES FROM AND AGAINST ANY AND ALL CLAIMS, DAMAGES, LOSSES, AND EXPENSES, INCLUDING ATTORNEYS' FEES, ARISING OUT OF OR RESULTING FROM THE ACTS OR OMISSIONS OF THE ASSOCIATION, ITS OFFICERS, VOLUNTEERS, OR CONTRACTORS.

11. TERMINATION

This Agreement may be terminated: (a) By either party for convenience upon sixty (60) days written notice; (b) By either party for material breach upon thirty (30) days written notice and failure to cure; (c) Immediately by the City if necessary to protect public health, safety, or welfare.

Upon termination, the parties shall cooperate in the orderly transition of operations and the return of any loaned items.

12. NON-APPROPRIATION

The City's financial obligations are subject to annual appropriation by the City Council. In the event funds are not appropriated, this Agreement may be terminated without penalty.

13. FORCE MAJEURE

Neither party shall be liable for failure to perform due to events beyond its reasonable control, including acts of God, natural disasters, or governmental actions.

14. COMPLIANCE WITH LAW

The Association shall comply with all applicable federal, state, and local laws and City policies.

15. PUBLIC INFORMATION

The Association acknowledges that the City is subject to the Texas Public Information Act and agrees to cooperate with the City in responding to requests.

16. SOVEREIGN IMMUNITY

Nothing in this Agreement shall be construed as a waiver of the City's governmental immunity.

17. VENUE AND GOVERNING LAW

This Agreement shall be governed by the laws of the State of Texas, and venue shall lie in Bastrop County, Texas.

18. AMENDMENTS

This Agreement may be amended only by written agreement approved by both parties.

19. NO THIRD-PARTY BENEFICIARIES

This Agreement is for the benefit of the parties only and does not create rights in any third party.

20. ENTIRE AGREEMENT

This Agreement constitutes the entire agreement between the parties and supersedes all prior agreements regarding the subject matter.

EXECUTED this ___ day of ____________, 2026.

CITY OF ELGIN, TEXAS
By: Robert Eads
Title: City Manager

____

ATTEST:

____
City Secretary

ELGIN HISTORICAL ASSOCIATION, INC.

Name: SANDY Murphree
Title: President

Signature: Sandy Murphree

Name: John C Smith
Title: Treasurer

Signature: John C Smith

Name: Brenda Brinsfield
Title: Vice President

Signature: Brenda Brinsfield

Elgin City Council Meeting
Agenda Item Executive Summary

ITEM: AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ELGIN, TEXAS, EXERCISING THE AUTHORITY EXPRESSLY GRANTED BY ARTICLE IX OF THE ELGIN HOME RULE CHARTER TO REPEAL A VOTER-APPROVED INITIATIVE ORDINANCE; MAKING LEGISLATIVE FINDINGS; PROVIDING FOR REPEAL; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

DEPARTMENT: Executive

PROPOSED ACTION: Consider and act on an ordinance repealing the voter-approved initiative ordinance incorporated into Chapter 24 of the City Code pursuant to Article IX of the Elgin Home Rule Charter.

BACKGROUND:
In 2022, a special election was ordered after a citizen-initiated petition proposed an amendment to Chapter 24 of the Code of Ordinances. Proposition A was approved by the City of Elgin voters with 1,904 votes in favor and 626 votes not in favor. A resolution canvassing the votes and adopting the proposed amendment was passed by the City Council on November 22, 2022. Article IX of the Home Rule Charter allows the City Council to repeal an ordinance adopted through the initiative process two years after the voter approval of the ordinance. The proposed ordinance for this item is to repeal the initiative ordinance passed in the 2022 Special Election.

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

RECOMMENDATION:
This ordinance has been recommended by the City Attorney.

ATTACHMENTS:
1. ORDINANCE REPEALING MARIJUANA ORDINANCE

{} 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. 2026-07-07-XX

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ELGIN, TEXAS, EXERCISING THE AUTHORITY EXPRESSLY GRANTED BY ARTICLE IX OF THE ELGIN HOME RULE CHARTER TO REPEAL A VOTER-APPROVED INITIATIVE ORDINANCE; MAKING LEGISLATIVE FINDINGS; PROVIDING FOR REPEAL; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, by Ordinance No. 2022-08-02-24, the City Council ordered a special election to be held on November 8, 2022, to submit to the qualified voters of the City a citizen-initiated petition proposing an amendment to Chapter 24 of the City's Code of Ordinances; and

WHEREAS, at the November 8, 2022, special election, a majority of the qualified voters voting on the proposition approved the citizen-initiated petition; and

WHEREAS, by Resolution No. 2022-11-22-92, adopted on November 22, 2022, the City Council, acting as the canvassing authority, canvassed the returns of the November 8, 2022, special election and declared Proposition A approved by the voters, thereby adopting the Initiative Ordinance pursuant to Article IX of the Elgin Home Rule Charter; and

WHEREAS, following the canvass of the election, the Initiative Ordinance was incorporated into Chapter 24 of the City's Code of Ordinances as required by the Elgin Home Rule Charter and applicable law, rather than as a discretionary legislative act of the City Council; and

WHEREAS, following prior legal action, the Initiative Ordinance was removed from the City's Code of Ordinances and has not been enforced; and

WHEREAS, Article IX of the Elgin Home Rule Charter expressly authorizes the City Council to repeal an ordinance adopted through the initiative process after the expiration of two (2) years following its approval by the voters; and

WHEREAS, more than two (2) years have elapsed since the voters approved the Initiative Ordinance; and

WHEREAS, the City Council finds that formally repealing the Initiative Ordinance will clarify the City's official ordinances and legislative records by removing an ordinance that is no longer codified or enforced.

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

SECTION 1. LEGISLATIVE FINDINGS.

The foregoing recitals are hereby found to be true and correct and are incorporated herein for all purposes as the legislative findings of the City Council.

SECTION 2. REPEAL.

Pursuant to the authority expressly granted by Article IX of the Elgin Home Rule Charter, the voter-approved initiative ordinance approved by the voters at the November 8, 2022 special election, declared adopted by Resolution No. 2022-11-22-92, and thereafter incorporated into Chapter 24 of the City's Code of Ordinances, is hereby repealed in its entirety.

SECTION 3. OFFICIAL RECORDS.

The City Secretary is directed to update the City's official legislative records to reflect the repeal of the Initiative Ordinance and to provide a certified copy of this Ordinance to the City's code publisher for inclusion in the City's permanent legislative records.

SECTION 4. PURPOSE.

This Ordinance is adopted solely to exercise the authority expressly granted to the City Council by Article IX of the Elgin Home Rule Charter to repeal an initiative ordinance following the expiration of the period prescribed therein and to ensure that the City's official ordinances and legislative records accurately reflect current municipal law.

SECTION 5. SAVINGS.

The repeal of the Initiative Ordinance shall not affect any right, obligation, liability, defense, or proceeding existing before the effective date of this Ordinance, nor shall it affect any action previously taken by the City in accordance with applicable law.

SECTION 6. SEVERABILITY.

If any section, subsection, sentence, clause, phrase, or provision of this Ordinance is held invalid or unconstitutional by a court of competent jurisdiction, such holding shall not affect the validity of the remaining portions of this Ordinance, and the City Council declares that it would have adopted this Ordinance without the invalid portion.

SECTION 7. EFFECTIVE DATE.

This Ordinance shall take effect immediately upon its passage and adoption as provided by law.

PASSED, APPROVED, AND ADOPTED this 7th day of July 2026.

CITY OF ELGIN, TEXAS

____

Theresa McShann, Mayor

ATTEST:

____

Peyton Standifer, City Secretary

APPROVED AS TO FORM:

____

Mark J. Schroeder, City Attorney

Elgin City Council Meeting
Agenda Item Executive Summary

ITEM: A RESOLUTION OF THE CITY OF ELGIN, AUTHORIZING THE CITY MANAGER TO EXECUTE THE POLLING LOCATION RESERVATION CONFIRMATION AND RESERVING THE ELGIN RECREATION CENTER AS A POLLING LOCATION FOR THE NOVEMBER 3, 2026, GENERAL ELECTION; AND MAKING CERTAIN FINDINGS RELATED THERETO. (Peyton Standifer - City Secretary)

DEPARTMENT: Executive

PROPOSED ACTION: Approve the resolution allowing Bastrop County to utilize the Elgin Recreation Center for the General Election

BACKGROUND:
On November 17, 2025, the Elections Administrator for Bastrop County contacted the City Secretary to request the use of the Elgin Recreation Center as a polling location on November 3, 2026, for the general election. The use of the Recreation Center in conjunction with the North Bastrop County Community Annex for voting is intended to better serve the voters of the City of Elgin. Early voting for the election will still take place at the North Bastrop County Community Annex. The Recreation Center has been reserved for the General Election Day, and there will be as minimal a disruption as possible to the operation of the Recreation Center as staff is currently making plans to accommodate. In March of 2026, Bastrop County used the Elgin Recreation Center as a polling location for the primary election.

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

RECOMMENDATION:
Staff recommends approval of the resolution.

ATTACHMENTS:
1. RES Reserving Rec Center for Voting in General Election
2. Election Day Location Reservation Confirmation - Elgin Recreation Center

{} 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. 2026-07-07-XX

A RESOLUTION OF THE CITY OF ELGIN, AUTHORIZING THE CITY MANAGER TO EXECUTE THE POLLING LOCATION RESERVATION CONFIRMATION AND RESERVING THE ELGIN RECREATION CENTER AS A POLLING LOCATION FOR THE NOVEMBER 3, 2026, GENERAL ELECTION; AND MAKING CERTAIN FINDINGS RELATED THERETO.

WHEREAS, the City of Elgin was contacted by the Bastrop County Elections Department with the intent of reserving the Elgin Recreation Center for the November 3, 2026, General Election; and,

WHEREAS, the Bastrop County Elections Department and City Staff feel that the use of the Elgin Recreation Center combined with the North Bastrop County Community Annex for the General Election would best serve the voters of the City of Elgin; and,

WHEREAS, the Elgin Recreation Center will host voting for the General Election on November 3, 2026, with the equipment for voting delivered on November 2, 2026, and collected on November 4, 2026.

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 authorized to sign the "Polling Location Reservation Confirmation", attached and marked "Exhibit A", confirming the reservation of the Elgin Recreation Center for Election Day Polling on November 3, 2026.

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 7th day of July 2026.

____

THERESA Y. MCSHAN, Mayor

City of Elgin, Texas

ATTEST:

____

PEYTON STANDIFER, City Secretary

Bastrop County Elections Department

804 Pecan Street, Bastrop, Texas 78602 ● (512) 581-7160
www.bastropvotes.org ● elections@co.bastrop.tx.us

Polling Location Reservation Confirmation

Location: Elgin Recreation Center
361 SH 95
Elgin, TX 78621

Delivery: Morning of Monday, November 2nd, 2026

Election Day: Tuesday, November 3rd, 2026

Pickup: Morning of Wednesday, November 4th, 2026

I confirm that the Bastrop County Elections Department has reserved the above location, for the listed dates indicated, for use as an Election Day Polling location.

____
Signature Date