

**MINUTES OF REGULAR MEETING OF THE GOVERNING BODY
OF THE CITY OF LAMPASAS, TEXAS
CITY COUNCIL CHAMBERS
302 E THIRD STREET
Monday, April 13, 2020**

The City Council of the City of Lampasas met in regular session on the above date with Mayor Talbert presiding.

Council Members present:

T.J. Monroe, Mayor Pro Tem
Chuck Williamson
Randy Clark
Cathy Kuehne
Delana Toups
Mike White

Council Members absent:

None

City Staff Present:

Finley deGraffenried, City Manager
Christina Marez, City Secretary
Kristy Acevedo, Network Administrator
Yvonne Moreno, Finance Director
Mandy Walsh, Economic Development Director
Jeffry Smith, Fire Chief
Sammy Bailey, Police Chief
Becky Sims, Zoning Administrator/Asst. City Secretary (arrived at 5:56 p.m.)

**WORKSHOP SESSION
5:30 p.m.**

1. Call to order Workshop Session

Mayor Talbert called the workshop session to order at 5:32 p.m.

2. Discussion regarding impact to local businesses due to COVID-19

City Manager deGraffenried provided an COVID-19 update for Texas:

- 133,000 Texans have been tested for COVID-19
- As of noon today, 13,900 confirmed cases
- 287 passed away
- 1,176 in hospitals
- Local number is still the same at 2, but there is a possibility the number may increase
- After the Governor's press conference today, the Governor discussed assistance to the businesses and hinted to steps of reopening economy but would include many disclaimers; the reopening would be slow, strategic and safe not to put anyone at risk

deGraffenried turned discussion over to Council member White in reference to the COVID-19 impact to local businesses.

Council member White explained that he had been thinking of what the City could possibly do to help out the nonessential businesses that were forced to close. He came up with the idea of helping those businesses affected with their utilities, whether it be paying part or all of their utility bill for one month. He would like to help every business owner but this assistance would only be for the nonessential businesses only and no residential.

White continued his discussion with the following:

- He visited with the Finance Director, Yvonne Moreno, about ways the City could pay for this. One way would be that the City has an investment that will come up in August and the interest from it could pay for all of this. This interest money was not earmarked for anything else.
- A lot of businesses are hurting during this time and this incentive is a real small investment that the City could do and give back into the community.
- Although some businesses are eligible for government programs or payroll protection plans, it is not enough for small businesses.
- He spoke on information that had been provided to Council regarding the affected businesses that had been separated into three tiers. He asked that Council provide their input or ideas to discuss further.

Mayor Talbert said that she echoed Council member White's thoughts and idea. She said that this incentive would not only assist these businesses but encourage and incentivize them. One way to provide this incentive could be by looking at each affected business and consider a particular percentage.

Council member Clark had asked City Manager deGraffenried whether he had done an investigation in regards to the legality of being able to do this with public funds. He certainly doesn't want to see any business not be able to reopen due to financial difficulty.

deGraffenried said that he had not done an investigation but this incentive would be similar to the 380 agreements the City has done. It would basically be a credit to their utility account.

Council discussion included:

- Consensus of Council that the program be for a two tier nonessential business list and a percentage of assistance for each tier be considered.
- This assistance is not a grant program but an incentive program to those nonessential businesses affected to help keep them open and still be a value to our community.
- Council members did not want the application to be too strict or with too many stipulations; make it easy to the business applicants.
- This incentive is not a loan; the City is not looking at recouping this money; the City is not the lender; and the City just wants the affected nonessential businesses to reopen.
- Create a City Staff task force to review and come up with the best way to accomplish this and get the best bang for the buck.
- Defined businesses that would be eligible to apply would be those that were affected by the City's Declaration Order to close their business.
- Council asked that City Staff come up with the application process for a two tier business list and also look into the legality of being able to do this.

City Manager deGraffenried said that he would bring back a concept form and procedures for this incentive for Council to review, comment or change at their next meeting.

Council member Clark also asked for him to provide the financial information for this incentive.

3. Discussion regarding any item on the regular agenda

Council member Kuehne expressed that though it's not an item on the agenda, she said that after the topic discussion of helping businesses, she expressed the need to revisit waiving the credit card fees for all utility customers. Even though the drive thru is available, she wanted to do this for those that are wanting to stay home during this time.

Mayor Talbert asked that she make her discussion during the public comments for items not on the agenda.

4. Adjourn Workshop Session

Council member Kuehne moved to adjourn the workshop session at 6:11 p.m. The motion was seconded by Council member Toups and with a unanimous vote, the motion carried.

Mayor Talbert called for a ten-minute break before going into regular session.

REGULAR SESSION 6:00 p.m.
--

ANNOUNCEMENTS

A. Call to Order

Mayor Talbert called the regular session to order at 6:22 p.m.

B. Invocation and Pledge of Allegiance

Sammy Bailey, Police Chief, gave the Invocation and the Pledge of Allegiance to the U.S. and Texas flags were recited.

C. Presentations and Proclamations

- National Public Safety Telecommunications Week (April 12-18, 2020)

Mayor Talbert read out loud the proclamation and proclaimed April 12-18, 2020 as National Public Safety Telecommunications Week.

Mayor Talbert reminded those viewing the live meeting that have any questions or comments, please call 512-556-0332.

	PUBLIC HEARINGS/CITIZEN COMMENTS
1.1	Citizen comments – Any citizen who desires to address the City Council on a matter not included on the Agenda may do so at this time. The City Council may not deliberate on items presented under this Agenda Item.

Council member Kuehne asked that Council reconsider at their next meeting waiving the credit card fees to assist those that would like to pay their utility bills without having to leave their homes during this Stay at

Home Order. Since the City is wanting to help the affected businesses, this would be in line with assisting the residents that are also affected.

Council member Clark also concurred and asked that this waiver item be placed on the next Council meeting agenda for consideration.

1.2	Citizen comments- Any citizen who desires to address the City Council on a matter that is included on the Agenda may do so at this time.
-----	---

There were no citizen comments.

2.0	MINUTES
2.1	Discussion and possible action concerning approval of minutes of the Regular Meeting on March 23, 2020

Mayor Pro Tem Monroe moved to approve the minutes as presented. The motion was seconded by Council member Williamson and with a unanimous vote, the motion carried.

2.2	Discussion and possible action concerning approval of minutes of the Special Meeting on April 6, 2020.
-----	--

Mayor Pro Tem Monroe moved to approve the minutes as presented. The motion was seconded by Council member Toups and with a vote of six in favor and one abstention (Clark), the motion carried.

3.0	CONSENT AGENDA
3.1	Discussion and possible action regarding purchases and charges in excess of \$4,000 from March 1, 2020 to March 31, 2020
3.2	Discussion and possible action regarding the second reading of an Ordinance to re-adopt Chapter 50, Offenses, Article II :Curfew for Minors” of the Code of Ordinances of the City of Lampasas, Texas. As required by State law this Ordinance must be adopted every three years.
3.3	Discussion and possible action regarding the second reading of an Ordinance of the City Council of the City of Lampasas, Texas, postponing the General Election formerly ordered to be held on the 2 nd day of May, 2020, for the purpose of electing the expired terms of the Council Members Places Three, Four, and Five for the City Council of the City of Lampasas, Texas to the November 3, 2020 Uniform Election Date; Providing a repealing clause; Providing a severability clause; and providing for an effective date.

Mayor Pro Tem Monroe moved to approve the consent agenda as presented. The motion was seconded by Council member Kuehne and with a unanimous vote, the motion carried.

4.0	BOARDS/DEPARTMENT REPORTS
-----	---------------------------

There were no board or department reports.

5.0	ROUTINE MATTERS
5.1	City Manager’s Operational Report

City Manager deGraffenried reviewed his report:

- Avenue C - By today, contractors should be complete, subject to final inspection, of the Avenue C line replacement project.
- Vacancy – City Staff was informed last month that Henry Fiur would be resigning from the Planning and Zoning Commission. Becky Sims, Zoning Administrator, reports that the City does have applications on file for the vacancy that may be considered by Council at a future meeting. Mr. Fiur’s letter of resignation is attached for your review.
- Silver Creek - Frank Ellett, Building Official, reports that Silver Creek 2 Assisted Living has been issued a Temporary Certificate of Occupancy (“TCO”). Mr. Ellett and Ronnie Withers, Fire Marshal, reviewed the facility last week, and provided the contractor with a punch list of requirements to be completed prior to the Certificate of Occupancy (“CO”) being issued. A follow-up inspection has been scheduled for the week of April 13, 2020.
- Avenue E - As previously reported, the Avenue E drainage and paving project is currently being advertised for bid. Bids will be opened on May 2, 2020 and Council will likely consider award at the May 11, 2020 Council meeting. JC Brown, City Attorney, is concurrently finalizing easements for the project, and City Staff proceeds under her recommendation.
- Postponements - Although we have a long way to go, City Staff has started initial thoughts and planning for possible start-up and initiation of several postponed City projects. The COVID-19 Disaster has consumed City Staff and Council’s time and a number of meetings have been postponed to limit potential virus spread. Items that City Staff are contemplating scheduling perhaps in June include CPAC and CIP. City Staff will prepare a 90% CIP Plan for review by the committee prior to a possible June meeting, and joint meeting with Council. City Staff will also begin internal budget work, with a possible initial budget workshop in May. City Staff is also looking at a possible May Audit Committee meeting, with presentation and acceptance by Council in May or early June. All of this is, of course, subject to the conditions at the time.

5.2	MAYOR’S COMMENTS
-----	------------------

Mayor Talbert expressed her gratitude to her fellow Council members for not only attending the meetings, which they don’t always agree on items, but always have the best interest at heart for the City and its citizens.

6.0	UNFINISHED BUSINESS
-----	---------------------

There was no unfinished business.

7.0	NEW BUSINESS
-----	--------------

7.1	Discussion and possible action to consider granting a six month extension to the Hidden Oaks Preliminary Plat approval.
-----	---

Becky Sims, Zoning Administrator/Asst. City Secretary, explained that the Hidden Oaks Preliminary Plat approval will expire in May 2020. The developer is finalizing the final plat and should be ready to submit within the next few weeks. Upon receipt of the Final Plat from the developers, the request will be heard by the Planning and Zoning Commission and City Council. It is in the best interest of the developers and the City to allow for the six-month extension.

Council member Toups moved to approve granting a six-month extension to the Hidden Oaks Preliminary Plat approval. The motion was seconded by Mayor Pro Tem Monroe and with a unanimous vote, the motion carried.

Adjourn

Mayor Pro Tem Monroe moved to adjourn the meeting at 6:34 p.m. The motion was seconded by Council member White and with a unanimous vote, the motion carried.

PASSED AND APPROVED this _____ day of _____, 2020.

Misti Talbert, Mayor

ATTEST:

Christina Marez, City Secretary