

**MINUTES OF REGULAR MEETING OF THE GOVERNING BODY
OF THE CITY OF LAMPASAS, TEXAS
CITY COUNCIL CHAMBERS
302 E THIRD STREET
Monday, October 26, 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
Mike White
Cathy Kuehne
Randy Clark
Delana Toups

Council Members absent:

None

City Staff Present:

Finley deGraffenried, City Manager
Rickie Roy, Assistant City Manager
Christina Marez, City Secretary
Becky Sims, Zoning Administrator/Asst. City Secretary
Yvonne Moreno, Finance Director
Monica Wright, Information Systems Director
Sammy Bailey, Police Chief
Mandy Walsh, Economic Development Director
Chris Eicher, Parks & Recreation Director
Vicki Tower, Parks Secretary
Frank Ellett, Building Official
Ronnie Withers, Fire Marshal
Van Sims, Water/Wastewater Operations Manager

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

I. Call to Order Special Session

Mayor Talbert called the Special Session to order at 5:30 p.m.

II. Adjourn into Executive Session

Mayor Pro Tem Monroe moved to adjourn into Executive Session at 5:31 p.m. The motion was seconded by Council member White and with a unanimous vote, the motion carried.

EXECUTIVE SESSION

The City Council of the City of Lampasas, Texas will meet in closed Executive Session pursuant to the Texas Government Code, Chapter 551, as follows:

Section 551.071 (1) (A) and 551.071(2), Consultation with Attorney by telephone and/or in person concerning matters upon with the attorney has a duty and/or responsibility to report to the governmental body; and/or other matters posted on the regular agenda.

Executive session was adjourned at 6:11 p.m.

SPECIAL SESSION

III. Discussion and possible action concerning items posted and discussed by Council in Executive Session

There was no action taken.

IV. Adjourn Special Session

Mayor Pro Tem Monroe moved to adjourn the Special Session at 6:12 p.m. The motion was seconded by Council member Toups and with a unanimous vote, the motion carried.

WORKSHOP SESSION

1. Call to order Workshop Session

Mayor Talbert called the Workshop Session to order at 6:13 p.m.

2. Discussion and presentation regarding Eagle Scout Project

Luke Coonrod, with Eagle Scout Troop 200, gave a presentation on a proposed Eagle Scout Project at Cooper Springs Nature Park and Campbell Park. The project included installing two bat houses in Campbell Park and two bat houses in Cooper Spring Nature Park as an Eagle Scout Project. The bat houses would be maintained by him for at least the first year.

Luke Coonrod reviewed some of the following information during his presentation:

- Cooper Springs Nature Park Board has approved the installation of two bat houses in Cooper Springs Nature Park
- LAFTA has approved the installation of two bat houses in Campbell Park
- Importance of bats
 - Bats eat insects
 - Bats help with pollination
 - Bat guano can be used as fertilizer
- Bat population has decreased
- Bats migrate, but will return to the same place
- Bat houses would need to be installed on a pole at least 15 ft. high, at least 20 ft. away from trees
- Light blue paint would help keep bat houses cool in the summer
- Safety nets for the bats would be installed under the bat houses
- Could possibly use old electric poles to install bat houses on

Council thanked Mr. Coonrod for his presentation and education on bats. Council appreciated all the work that the Eagle Scouts have done for our community.

3. Discussion regarding City of Lampasas 580 Sports Complex Park Trails

Chris Eicher, Parks & Recreation Director, explained that City Staff had been contacted by an individual regarding development of bike trails for local riders and destination visitors. He and the individual, Mr. Martin, made contact with Trail Solutions regarding development of a concept and design plan. It is City Staff's understanding that some, or most, of the development might be undertaken by local volunteer bike enthusiasts.

Eicher noted that the proposal, at the cost of \$12,655.00, includes three tasks: Project Preparation, Conceptual Planning Fieldwork and Plan Deliverables. The development of trails at the 580 Sports Complex has received favorable responses from the City of Lampasas Parks Advisory Board. City Staff is seeking Council's input and direction.

Mayor Pro Tem Monroe asked about motor cross/motorized bikes. Eicher responded that no motorized bikes or recreational vehicles would be allowed.

Council member Clark said that he was not opposed to the bike trails but there are other projects that the City needs to do first and this proposed project is not good timing right now for the City. The City has a lot on their plate already. He did not have an issue if this group wanted to create some trails that would not cost the City any money.

Mayor Talbert wanted to clarify the reason that this design proposal from Trail Solutions was on Workshop Session for discussion. The City is looking at the expense of the planning and design of the trails because there is a group highly motivated and willing to work to start their volunteer efforts to do trail work out at the 580 Sports Complex. What the City does not want to happen is for this volunteer group to preemptively go out there and start a trail system on their own with no real design. Then if the time comes when the City is ready to invest in a more elaborate trail system, it would be a design that allows the City to continue what has been started and not have to make any changes later that could cost more.

Council member White expressed that this plan for \$12,655.00 is a great value for usable space that would be a benefit for the City.

Council member Williamson asked if the City had any ordinance that addressed motorized bikes in any of the City parks or trails. Because of a recent letter to the editor about atv's being in the Cemetery, he asked if the City had any enforcement of not allowing. Chris Eicher, Parks & Recreation Director, said that he did not know of an ordinance. Williamson felt that an ordinance of not allowing motorized bikes/recreational vehicles in City parks should be created. Eicher agreed and said that the Cemetery should also be included.

4. Discussion and presentation regarding Series 2012 Refunding Bond update.

City Manager deGraffenried explained that City Staff is pleased to provide this update related to bids received for the City's GO 2012 Refunding Bonds. On June 3, 2020, Council authorized, by Ordinance, the Bond and refunding, including the terms and conditions. The initial estimated savings comparison indicated a \$203,353.00 savings over the term based on 2.46% all-inclusive interest cost ("AIC"). City Staff is pleased to report, the City's pricing officers (staff) verbally accepted and locked in, the bid from Classic Bank at 1.43% true interest cost ("TIC") for a savings over the term of \$404,515.00. Per the Bond conditions, the term was not extended and will mature in 2036. City Staff would also like to express our

appreciation to Jennifer Ritter, Specialized Public Finance, and Bart Fowler, McCall, Parkhurst and Horton, Bond Counsel, for their professionalism and closely working relationship with the City.

5. Discussion and updates related to COVID-19 Pandemic

Ronnie Withers, Fire Marshal, reviewed the following information:

- Statewide
 - 91,885 cases
 - 17,504 fatalities
 - 5,206 hospitalized
 - 7.71% positivity rate
- Lampasas
 - 403 cases
 - 8 active
 - 11 fatalities

6. Discussion and presentation of the Lampasas County Chamber of Commerce Tourism and Visitor Center Fourth Quarter Report

Melissa Unger, Chamber Director, reviewed the Lampasas County Chamber of Commerce Tourism and Visitor Center Fourth Quarter Report with Council. She explained that the Lampasas County Chamber of Commerce & Visitor Center is requesting reimbursement in the amount of \$11,604.05 for their Fourth Quarter Report.

There were no questions or comments from Council. They thanked Mrs. Unger for her report.

7. Discussion regarding any item on the regular agenda

There was no discussion.

8. Adjourn Workshop Session

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

A brief break was taken before going into Regular Session.

REGULAR SESSION 6:00 p.m.
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ANNOUNCEMENTS

A. Call to Order

Mayor Talbert called the Regular Session to order at 6:42 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

There were no presentations or proclamations.

Mayor Talbert noted that the telephone number to call in for any questions or comments is 512-556-0332. She also told those in the audience if they could maintain a 6-foot distance, they could remove their masks if they chose to.

	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.

There were no citizen comments.

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.
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There were no citizen comments.

2.0	MINUTES
2.1	Discussion and possible action concerning approval of minutes of the Regular Meeting on October 12, 2020

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

3.0	CONSENT AGENDA
3.1	Discussion and possible action regarding the second reading of an Ordinance to consider conditionally granting the request to vacate, abandon or close and convey a street, alley and/or a public right-of-way, or a portion thereof, for property being described as 0.085 of an acre portion of an alley located in Block 54 of the A.H. Barnes Addition between East 9 th Street and Spring Ho Avenue; conditional upon closing of remaining lots in Block 54, and providing all conditions in the contract for sale are approved by the parties.
3.2	Discussion and possible action regarding the second reading of an Ordinance amending Chapter 78, Traffic and Vehicles, Article II, specific street regulations, to add a new “Division 7”, to the City’s Traffic and Vehicles Code, entitled “Pedestrians”, Sections 182-193, ET Seq; including enforcement provisions, fines, a savings and severability clause; and including an effective date.
3.3	Discussion and possible action regarding the Monthly Investment Report for September 2020.

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

4.0	BOARDS/DEPARTMENT REPORTS
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4.1	<ol style="list-style-type: none"> 1. Building Official Monthly Report 2. Economic Development Monthly Report 3. Fire Department Monthly Report 4. Parks and Recreation Monthly Report 5. Information Systems Monthly Report 6. Library Monthly Report 7. Golf Course Monthly Report 8. Municipal Court Monthly Report 9. City Secretary Monthly Report 10. Police Department Monthly Report 11. Utility Billing and Collections Monthly Report 12. Public Works Monthly Report for Electric, Streets, Water/Wastewater
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Frank Ellett, Building Official, and Becky Sims, Zoning Administrator/Asst. City Secretary, reviewed the following:

- Total permits by type
- Permits issued by month
- Of the 153 remodel/addition permits, 52 were roof permits; 38 related to sheds, carports, pavilions or workshops/garages; and 15 related to Commercial buildings
- Of the 52 building permits, 41 were new homes
- Inspections by month
- Reviewed new business that has come into Lampasas
- Planning & Zoning meetings
- Zoning Board of Adjustment meetings
- Adopted Ordinances

Council thanked both Frank Ellett and Becky Sims for their presentation and the work they do for the City.

5.0	ROUTINE MATTERS
5.1	City Manager's Operational Report

City Manager deGraffenried reviewed his report:

- He spoke about the Building Department personnel and the amount of time they spend with individuals and developers beyond their normal work responsibilities. They do a great job in helping all the customer traffic that this Department receives.
- West Third - As mentioned previously, LCRA transmission line work on the west side of town has uncovered a potential roadway and drainage undermining in the 1100 block of West Third Street. The road was improved with two 36-inch culverts many years ago, and it is believed as the culverts eroded, water was allowed to undermine the pavement. Heavy equipment for the line work exposed the issue. Assistant City Manager, Rickie Roy, has sought input from consulting engineers, and will keep that portion of the street closed pending an engineering recommendation.
- Mail - Related to the closure on West Third, the City also has other projects that have called for temporary closure or detour. Rickie Roy, Assistant City Manager, has fielded several calls from residents that are not receiving mail delivery because mailboxes are not as accessible, or roads are under construction. In all cases, and City Staffs' opinion, the USPS could, and should, deliver mail,

as access is available, but would require a few steps off the delivery truck. Assistant City Manager Roy has visited with the Post Office staff several times, and is hopeful for a solution. Many of our residents rely on mail service for medication and other essentials.

- Fire Department - Good things are happening at the Fire Department. Fire Chief, Jeff Smith, reports a recent drop-in inspection from the Texas Commission on Fire Protection noting no violations, as well as no deficiencies in record keeping. Fire personnel and apparatus will be at elementary schools this month as the Fire Department conducts outreach for Fire Prevention month.
- WCID - The Lampasas County WCID met on October 22, 2020 and discussed recent efforts related to public relations, fundraising and on-going maintenance. Jared Bowen, from the Texas State Soil and Water Conservation Board, was in attendance and discussed probable decreases in State funding over the next biennium. His agency is attempting to fund engineering for a number of projects, perhaps including the WCID high hazard upgrade, so that if funding does become available, the project can be initiated. The Board continues to discuss possible sources for the 1.75% match required on the upgrade, which could be as much as \$140,000.00.
- Development Fees – City Staff was contacted this week by a Real Estate Broker regarding the City's fees for Zoning changes and requests for variances. Since 2018, the City has charged \$250.00 for the application fee, plus postage and publication. In considering the fees at the time, Council reviewed City Staff time, rising publication costs and preparation of legal notices. The Broker was concerned regarding the cost, and cost justification. City Staff brings this to Council's attention in the event Council members wish to discuss it further in a future Workshop Session.
- Welcome Sign - Council members may have seen the recent post regarding the upgraded and expanded Welcome sign on North 281 by the Airport. The project was previously reported to Council and undertaken by Vision Lampasas. Supporting Vision's efforts were a number of donors for materials, labor and expertise. It is their plan to replicate the signage on South Highway 183 and Highway 190.
- Anniversaries - October is a big month for employee anniversaries. The first month of our fiscal year, in combination with the timing of incorporating OMI employees to the City about 10 years ago results in the highest number of anniversaries of any month. Employees 5 or more year's tenure include Brandon Kepler, 10 years; Mike Blair, 10 years; Tom Zimpel, 10 years; Tyler Gillis, 7 years; Jesse Acosta, 14 years; Larry Wilson, 8 years; Glen Adams, 10 years; Van Sims, 10 years; Will Sneed, 5 years; Warren Scott, who is also a new Dad, 5 years; Becky Sims, 10 years; Sammy Bailey, 32 years; JP Harris, 22 years; and Bryan Hall, 8 years.

5.2	MAYOR'S COMMENTS
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Mayor Talbert had no comments other than she hoped that there would be as many attendees as there are at tonight's meeting for the next Council meeting that would be the last meeting for Council member White.

6.0	UNFINISHED BUSINESS
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There was no unfinished business.

7.0	NEW BUSINESS
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7.1	Discussion and possible action regarding approval of Lampasas County Chamber of Commerce Tourism and Visitor Center Fourth Quarter Report as presented.
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Melissa Unger, Chamber Director, explained that this item was discussed in Workshop Session and asked if any Council member had any questions on the report presented. She also informed Council members that the Chamber would be having an Open House in December, the date and time is to be determined, and also the annual Hunter's Welcome will be on November 6.

Mayor Pro Tem Monroe moved to accept the Lampasas County Chamber of Commerce Tourism and Visitor Center Fourth Quarter Report as presented. The motion was seconded by Council member Williamson and with a unanimous vote, the motion carried.

7.2	Discussion and possible action to consider a Resolution terminating future, additional pole attachment by AT&T to City of Lampasas utility poles due to lack of pole attachment agreement renewals and update.
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City Manager deGraffenried explained that on September 10, 2019, the City engaged Local Government Services (“LGS”) to conduct a utility pole audit and negotiate new attachment agreements with AT&T and Suddenlink. At this time, LGS has completed negotiation with Suddenlink resulting in a new attachment agreement, however; LGS has not been able to complete an agreement with AT&T as referenced in the supporting documents. The current agreement with AT&T (Southwestern Bell) was executed in 1949 when there was greater parity in attachments. Over the years, the responsibility for operating and maintenance expense has shifted to the City with 1,951 AT&T attachments to City poles currently.

deGraffenried explained that this Resolution provides AT&T the required one-year written notice that the City will not allow any future additional attachments on City poles. Our consultant believes this is necessary to provide some leverage in moving the process forward. AT&T is currently paying \$3.00 per attachment.

Mayor Pro Tem Monroe moved to approve the Resolution terminating future, additional pole attachment by AT&T to City of Lampasas utility poles due to lack of pole attachment agreement renewals and update. The motion was seconded by Council member Toups and with a unanimous vote, the motion carried.

7.3	Discussion and possible action regarding a request by Martin Marietta-Lampasas Ready-Mix to sub-lease 1203 McLean, Lampasas, Texas.
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Mayor Pro Tem Monroe moved to approve and authorize City Staff to communicate with Martin Marietta - Lampasas Ready-Mix regarding the request to sub-lease at 1203 McLean and work with the City Attorney regarding the City’s position on this matter. The motion was seconded by Council member Williamson and with a unanimous vote, the motion carried.

7.4	Discussion and possible action regarding an Eagle Scout Project that was presented and approved through LAFTA, Cooper Spring Nature Park Board and City of Lampasas Park and Recreation Advisory Board.
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Chris Eicher, Parks & Recreation Director, explained that this item was presented and discussed in Workshop Session.

Council member Toups moved to approve the Eagle Scout Project as presented. The motion was seconded by Council member Kuehne and with a unanimous vote, the motion carried.

7.5	Discussion and possible action regarding the design proposal for City of Lampasas 580 Sports Complex Park Trails.
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Chris Eicher, Parks & Recreation Director, explained that this item was discussed in Workshop Session.

Council member White moved to approve the design proposal from Trail Solutions in the amount of \$12,655.00 for the City of Lampasas 580 Sports Complex Park Trails. The motion was seconded by Council member Toups and with a vote of six in favor and one opposed (Clark), the motion carried.

7.6	Discussion and possible action to declare a 2010 Crown Vic as surplus to authorize disposal as allowed by state law.
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Sammy Bailey, Police Chief, explained that the Lampasas Police Department removed Unit #24, 2010 Crown Victoria, from patrol and used it as an Administrative/Training Vehicle for the past couple of years to save on mileage cost. This unit has been stripped of all police equipment and police insignia. It is in poor physical condition with a hole in the back floorboard from removal of the equipment. It has a mileage of 92,505 and it is in need of maintenance and also needs a new battery. She requested Council's approval to declare the 2010 Crown Victoria as surplus and authorize the disposal as allowed by State Law.

Council member Williamson moved to approve to declare a 2010 Crown Victoria as surplus and authorized the disposal as allowed by State Law. The motion was seconded by Council member White and with a unanimous vote, the motion carried.

7.7	Discuss and consider ratification of emergency purchase of fueling system (credit card reader) for the Lampasas Municipal Airport in the amount of \$14,295.00 and installation cost in the amount of \$4,000.00.
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Chris Eicher, Parks & Recreation Director, explained that after several months of attempting to upgrade and maintain the fueling system, on September 6, 2020, City Staff noticed that the credit card reader was not working properly at the Airport. City Staff has worked closely with QT Petroleum on Demand (QTPOD) and AT&T to troubleshoot and try to repair the system. Since the outage, the Airport has lost approximately 1,500 gallons per month in fuel sales. Due to loss of revenue from non-sales, City Staff authorized the purchase rather than waiting for Council to convene. City Staff is asking Council to consider the ratification of the emergency purchase of new card reader with installation in the amount of \$18,295.00.

Eicher also noted that one half of this expense will be reimbursed by TxDOT's Routine Airport Maintenance Program ("RAMP").

Mayor Pro Tem Monroe moved to approve the ratification of emergency purchase of fueling system (card reader) including installation for the Lampasas Municipal Airport in an amount not to exceed \$18,295.00. The motion was seconded by Council member White and with a unanimous vote, the motion carried.

7.8	Discussion and possible action to modify Chapter 78, Traffic and Vehicles, Article II. Specific Street Regulations, Division 2: Stop Intersections, Section 78-61. Stop Streets-Generally; Division 3: Yield Intersections; Sec. 78-91 Schedule. Division 4: Speed Limits, Section 78-121 Speed Limit, designated to include Stone Valley Estates and Brodie Estates roadways, traffic control signage, and to update speed limits in other areas of the city.
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Sammy Bailey, Chief of Police, explained that she and Street Superintendent, Carlos Garcia, have completed roadway studies and placement of traffic control devices in the Stone Valley Estates area and for Brodie Estates, as required for safety of all. Modification of Chapter 78 Divisions 2, 3, and 4; Sections 78-61; 78-91, 78-121 is to bring this Chapter up-to-date and for accuracy in the City Ordinances of the City of Lampasas.

Council member Kuehne moved to approve an Ordinance amending the City's Code, Chapter 78-Traffic and Vehicles, Article II. Specific Street Regulations, Division 2. Stop Intersections, Section 78-61. Stop Streets Generally, Division 3: Yield Intersections, Section 78-91. Schedule; Division 4, Speed Limits, Section 78-121-Speed Limits; designated to include Stone Valley Estates and Brodie Estates roadways, traffic control signage, and to update speed limits in other areas of the city. The motion was seconded by Council member Clark and with a unanimous vote, the motion carried.

7.9	Discussion and possible action regarding the purchase of two 2016 John Deere mowers leased by Hancock Park Golf Course.
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Chris Eicher, Parks & Recreation Director, explained that the Hancock Park Golf Course has a 2016 John Deere 72" Front End Deck mower and a 2016 John Deere Fairway unit that had been leased. Both of the mowers are in good condition and are available for purchase. The 2016 John Deere 72" Front End Deck mower can be purchased for \$3,950.00 and the 2016 John Deere Fairway unit can be purchased for \$9,125.00. The Parks Department would like to purchase both of these 2016 John Deere mowers. The retail cost of the deck mower is approximately \$22,000.00 and the retail cost of the fairway, reel mower is approximately \$70,000.00.

Council member White moved to approve the purchase of a 2016 John Deere 72" Front End Deck mower in an amount not to exceed \$3,950.00 and the purchase of a 2016 John Deere Fairway unit in an amount not to exceed \$9,125.00 from Austin Turf and Tractor for the Parks Department. The motion was seconded by Council member Williamson and with a unanimous vote, the motion carried.

Adjourn

Mayor Pro Tem Monroe moved to adjourn the meeting at 7:14 p.m. The motion was seconded by Council member Toups and with a unanimous vote, the motion carried.

PASSED AND APPROVED this _____ day of _____, 2020.

Misti Talbert, Mayor

ATTEST:

Christina Marez, City Secretary