

**MINUTES OF REGULAR MEETING OF THE GOVERNING BODY
OF THE CITY OF LAMPASAS, TEXAS
CALVERT MUNICIPAL BUILDING
CITY COUNCIL CHAMBERS
302 E THIRD STREET
Monday, November 23, 2020**

The City Council of the City of Lampasas met in Regular Session on the above date and time with Mayor Talbert presiding.

Council Members present:

T.J. Monroe, Mayor Pro Tem
Chuck Williamson (outgoing)
Mike White (outgoing)
Cathy Kuehne
Randy Clark
Delana Toups
Bob Goodart (newly elected)
Gordon Nelson (newly elected)

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
Jeffry Smith, Fire Chief
Ronnie Withers, Fire Marshal
Sammy Bailey, Police Chief
Carlos Garcia, Street Superintendent
Van Sims, Water/Wastewater Operations Manager

**SPECIAL SESSION
5:30 P.M.**

I. Call to Order

Mayor Talbert called the Special Session to order at 5:30 p.m. She noted to those in attendance that if 6-foot distancing could be maintained, masks could be removed if they chose to.

II. Presentation to outgoing City Council members

City Manager deGraffenried gave Council members their annual silver dollar gift and thanked them for their service and commitment to the City and its citizens.

Mayor Talbert presented both outgoing Council members White and Williamson with a gift and said that it was both a personal and professional loss of not having them on Council. Both of them were committed Council members and an annual one-dollar salary is not a sufficient amount of gratitude for them or to any Council member. She thanked them for not only their commitment but also for their experience and

knowledge when they served on Council. She expressed the love she had for both of them and said they would be missed.

After both Council members White and Williamson said a few words, they both stepped down from the dais.

Before moving to Item III, Mayor Talbert said that for tenure purposes, she asked that Council members Toups and Kuehne move up to the dais and sit at the seats left by Council members White and Williamson.

III. Administer Oath of Office to Newly Elected Council members

Robert Gradel, Municipal Court Judge, administered the oath of office to newly elected Council member Bob Goodart and Gordon Nelson and also to re-elected Council member Kuehne.

Newly appointed Council members Goodart and Nelson stepped up to their respective seats.

IV. Discussion and possible action concerning the appointment of the Mayor Pro Tem for the 2020-2021 term

Council member Kuehne moved to appoint TJ Monroe as Mayor Pro Tem for the 2020-2021 term. The motion was seconded by Council member Clark and with a unanimous vote, the motion carried.

V. Adjourn Special Session

Mayor Pro Tem Monroe moved to adjourn the Special Session at 5:51 p.m. The motion was seconded by Council member Kuehne 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 5:52 p.m.

2. Discussion regarding Community Garden Agreement for utilization of Campbell Park

City Manager deGraffenried explained that Council approved the planning and development of a Community Garden at the August 24, 2020 City Council Meeting. Included in Council's packet is the draft agreement that has been reviewed by Legal Counsel and the Community Garden Board and now comes to Council for consideration. The Agreement provides for use of the defined area by the Board, maintenance responsibilities, requirements for insurance, and reporting requirements. This item has been placed on the regular agenda for Council consideration.

Janet Crozier said that the Board is ready to sign the agreement. Their Legal Counsel has reviewed the agreement and they have obtained the required insurance. She said that she is working on getting the plots ready and has consulted with Derek Smith, Green Keepers, on the irrigation. They have a proposed opening date of January 1 to the public. She thanked Council for this opportunity of having this Community Garden in our community.

3. Discussion and updates related to COVID-19 Pandemic.

Jeff Smith, Fire Chief, reported the following:

State of Texas

- Estimated 162,393 active cases, which is up from November 9 report which was 126,412
- 20,556 fatalities
- El Paso and Dallas County have exceeded Harris County on active cases

Lampasas

- 545 total cases
- 58 active cases
- He spoke on vaccinations forthcoming and now there will be a third vaccine option
- Governor Abbott announced that vaccines may be forthcoming as early as mid December

4. Discussion regarding CARES ACT allocation and reimbursement application.

Jeff Smith, Fire Chief, reviewed the report on the recent CRF Spending Plan submitted for CARES ACT reimbursement. Costs incurred by the City were allocated in six (6) categories with a maximum reimbursement no greater than \$432,000.00. He said that 75% of total expenditures must be in categories 1, 2 and 3. Expenditures generally represented costs for reducing the spread of the virus, and to support programs to assist individual and business impacted by the virus. He said that the total of all expenditures in all categories combined was \$1,806,829.32.

5. Discussion regarding setting date for Council Planning Session.

Before speaking on this item, City Manager deGraffenried thanked and praised the work done by Jeff Smith, Fire Chief, and Yvonne Moreno, Finance Director, on keeping up with the costs for the CARES ACT application.

City Manager deGraffenried explained that this item has been placed on the workshop agenda to solicit a date and time to conduct a Council Planning and Prioritization Meeting. Historically these meetings have been conducted during the day, and will include facility tours and lunch.

After some discussion, it was the consensus of Council to hold a Planning Session on December 18, 2020 at the new Water/Wastewater building. An agenda will be forthcoming.

6. Update and report on FY 2021 Community Development and Public Works Projects.

City Manager deGraffenried reviewed the following projects:

| | |
|---|--|
| Public Safety Communication | Funded FY-21, Approved, Supplemental funding committed by CTCOG for consoles and repeater. Vendors have received PO's. |
| Internet-Speed, Options, Reliability | Groundwork, effort and engineering done by Elected and Appointed Officials, and staff has resulted in private investment. FTTH networks currently being constructed by multiple firms. |
| Support of EDC Phase 1 Business Park Improvements | Identified by Council and EDC as a priority. Project is engineered and shovel ready. Staff and EDC are assessing viability of EDA submittal. |
| Brook Park Retaining Wall repair | Funded FY-21, Contractors have reviewed and provided bids. Project initiated FY-21. |

| | |
|--|--|
| Hostess House upgrade and renovation | Funded FY-21. MEP on-site assessment conducted on September 23. Partial draft has been submitted to staff for comment. Design and Scope determined on assessments. |
| Pre-Treatment Study | Funded FY-20. Draft has been delivered to staff for review. On completion, staff will coordinate meeting with AFNA after Council briefing. Funding for undetermined project(s) was not included in FY-21 Budget. |
| Upper Pressure Plane Study | Funded FY-20. Anticipated completion Fall 2020. Funding for undetermined project(s) was not included in FY-21 Budget. Some recommended operational changes have eliminated most pressure fluctuations. |
| West Avenue E | Funded FY-20 and FY-21. Project approximately 95% complete. Vegetation and punch items remain. |
| East Third Street | Funded FY-21. Project is engineered and shovel ready. Target bidding January 2021. Will request Engineer include alternative for Western Street to Live Oak Street. |
| Equipment and Apparatus | Vac-Truck funded FY-21; Sweeper funded FY-21; Council action required in FY21 to designate \$400,000 for fire apparatus (transfer budgeted). Staff currently reviewing specifications and conducting demonstrations on equipment. |
| Skate Park | Funding identified in Fund 40. Project currently being advertised as Design Build with proposal deadline of December 11, 2020. |
| Campbell Park Pavilion | Funding identified in Fund 40. Project currently being advertised as Design Build with proposal deadline of December 11, 2020. |
| Shop Bathrooms | Funded FY-21. Framing complete. Plumbing and HVAC rough in Nov. 19-21. Walls following rough. |
| Cemetery Pole Barn | Funded FY-21. Construction to commence Fall 2020. |
| Comprehensive Plan | Funded FY-20. Currently 82% complete. Additional Studies and Actions recommended including but not limited to Zoning Regs, Park Master Plan, Historic Preservation Design Guidelines, etc. Staff is currently awaiting Recommendation and Implementation drafts for CPAC review. |
| Colored School Upgrades | Funded FY-21. Staff have reviewed specifications, Restoration Master Plan, and will develop bidding scope Fall 2020. |
| West Avenue C Sewer Line replacement, Key to Porter | CDBG Award Fall 2020. Anticipate contracting with TDA early Spring with construction on or before Fall 2021. |
| West Third Street culvert replacement, roadway rebuild | Currently in design. Item meets criteria for exception to sealed bid procurement. Target Winter 2021 construction |
| Bandwidth upgrade | AT&T construction complete. Circuit to be installed by EOM, Testing and Turn up to follow. |
| WWTF, Septic Haulers | Operational changes, as recommended, have resulted in stable treatment constituents. 1% flow will be initiated beginning after the holidays. |
| Airport Card Reader | Fueling reader installed and operational. Pump awaiting new circuit. |

Council member Clark noted of a couple of projects that he did not want to fall off the shelf, which was the Water/Wastewater Interceptor study and the Brown Street drainage.

Council thanked the City Manager for his report.

7. Discussion regarding any item on the regular agenda

There was no discussion.

Adjourn into Executive Session

Mayor Pro Tem Monroe moved to adjourn into Executive Session at 6:18 p.m. The motion was seconded by Council member Clark 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 551.074 (personnel matters), to deliberate the appointment, employment, evaluation, reassignment, duties of City Secretary; and other personnel matters as allowed by Texas Government Code, Chapter 551.

Adjourn Executive Session into Special Session

Executive Session was adjourned at 7:15 p.m.

SPECIAL SESSION

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

Mayor Talbert explained that the purpose of this Executive Session item was to interview an applicant for the position of City Secretary with the upcoming retirement of the current City Secretary, Christina Marez.

Mayor Talbert noted that a farewell, bon voyage, you're-so-lucky reception will be held for Christina on December 11, 2020. She said that Christina's love for the City is evident and what she has done for the City does not go unrecognized. Her position is not the easiest position to be in and very few people can probably understand how difficult it may be at times but she has handled it gracefully and respects and admires her for that. Best wishes on her retirement, she will be missed.

Mayor Pro Tem Monroe moved to appoint Becky Sims to the City Secretary position upon the retirement of the current City Secretary and authorize the City Manager to adjust roles of the position as discussed in Executive Session. The motion was seconded by Council member Toups and with a unanimous vote, the motion carried.

Adjourn Special Session

Mayor Pro Tem Monroe moved to adjourn the Special Session at 7:17 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

ANNOUNCEMENTS

A. Call to Order

Mayor Talbert called the Regular Session to order at 7:24 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 to those in attendance that if 6-foot distancing could be maintained, masks could be removed if they chose to. She also noted the phone number to call in for any comments is 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. |

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. |
|-----|---|

There were no citizen comments.

| | |
|-----|---|
| 2.0 | MINUTES |
| 2.1 | Discussion and possible action concerning approval of minutes of the Regular Meeting on November 9, 2020. |

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

| | |
|-----|---|
| 2.2 | Discussion and possible action concerning approval of minutes of the Special Meeting on November 17, 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 rezone +/-10.00 acres, described as The Barbee Family Revocable Trust Tract Two Part of Called 98.856 acres out of the Benjamin F Klein Survey, Abstract No 441, Lampasas, Texas Lampasas County from Commercial "C" to Agriculture District "AG" generally located at 100 Sunrise Hills. |

| | |
|-----|---|
| 3.2 | Discussion and possible action regarding the second reading of an Ordinance to amend Appendix A-Fee Schedule to add rental and deposit rates for the Hostess House. |
| 3.3 | Discussion and possible action regarding the second reading of an Ordinance regulating use of private motorized vehicles in and on City of Lampasas Parks. |
| 3.4 | Discussion and possible action regarding the second reading of an Ordinance regulating use of private motorized vehicles in and on City of Lampasas Oak Hill Cemetery |
| 3.5 | Discussion and possible action regarding the Monthly Investment Report for October 2020. |

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

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

Sammy Bailey, Police Chief, gave her report and reviewed the following:

- Pledge – Mission of the Police Department
- Philosophy – transparency and trust
- The Department has 32 employees
- Citizen Police Academy Alumni Association
- Reflected over the past year – reviewed highlights and lowlights
- She reviewed 2016-2020 stats
- She reviewed key plans and aspirations
- She noted that her plan was to retire at the beginning of 2022 and would be working closely with her staff in the upcoming year to begin training for the transition.

Council thanked Bailey for her report and the great work of the Police Department.

| | |
|-----|---|
| 5.0 | ROUTINE MATTERS |
| 5.1 | <p>City Manager’s Operational Report</p> <ul style="list-style-type: none"> • Brodie Estates • Anniversaries • CBOAA • LEDC • WCID |

- | |
|--|
| <ul style="list-style-type: none"> • Mrs. Clause/Library • GASB 40 |
|--|

City Manager deGraffenried reviewed his report:

- Brodie Estates – Rickie Roy, Assistant City Manager, reports that transformers have been set and the City’s portion of the underground work is complete in the Brodie Estates Subdivision off Brown Street. The subdivision represents one of the first to have 100% underground electric service. Although vertical construction has not commenced, it is apparent the visual impact and curb appeal of the subdivision will be enhanced by not having aerial delivery. City Staff encourages Council to review the site, and consider if additional incentive or regulation would be desirable for future developments.
- Anniversaries – City Staff would like to recognize the following employees celebrating their 5 year and longer anniversaries with the City of Lampasas in November: Charlie Boswell, Lt. Investigator, 17 years; Jacob Hummer, Sargent Patrol, 7 years; Derrick Eicher, Water/Wastewater Tech, 5 years; Mary Mendez, Police Dispatch, 13 years; Joe Schwartz, Animal Control Officer, 13 years; Micah Harry, Line worker, 6 years; Josh Palacio, Water/Wastewater Tech, 5 years; Nick Roberts, Investigator, 8 years; and Duane Griffith, Cemetery Superintendent, 11 years. City Staff would also like to welcome Deborah Weaver to the Utility Billing and Collection Department as the Part-time Utility Clerk.
- CBOAA - The Construction Board of Adjustments and Appeals (“CBOAA”) met on November 19, 2020 to consider designations and orders related to substandard and dangerous buildings. Although the Board made specific findings related to those structures, the Board also discussed other means to recoup expenses related to demolition. As Council may be aware, waiting for reimbursement in satisfaction of a City lien, can take years, and often times a new buyer may request a waiver in order to redevelop the property. City Staff will investigate other options, including foreclosure proceedings, and report back to the CBOAA and Council.
- LEDC - The Lampasas Economic Development Corporation (“LEDC”) met on November 18, 2020 with a light agenda. The Board discussed, and approved, participation in Texas Economic Development Connection, a marketing and prospecting resource focused on small to medium size communities. Mandy Walsh, Economic Development Director, also reviewed and sought input on the FY 2020-2021 EDC Strategic Plan that outlines specific tasks and targets for the coming year. City Staff also reviewed the status of the Economic Development Administration grant application for infrastructure in the Business Park, and reported that City Staff had asked the grant writers to cease work on the application pending delivery of additional information from the prospect.
- WCID - The Lampasas County Water Conservation District (“WCID”) will meet on December 3, 2020 to discuss filling a vacancy on the Board, as well as the status of upgrading Dam 6 to high hazard. City Staff would recommend discussion regarding any future contributions at the upcoming Council planning retreat related to that project.
- Mrs. Clause/Library - Shanda Subia, Library Director, reports that the Library has been able to secure an exclusive visit from Mrs. Clause on December 5, 2020 from 3:00 to 5:00 p.m. Santa unfortunately will not be able to attend as he has a previous commitment at Ajinomoto Foods. Mrs. Clause will be stationed in the tree house at the Library Park and Elves will be available to accept letters to Santa and hand out candy canes. The event will be drive-through and observe CDC guidelines.
- GASB 40 - Attached in Council’s packet is the City’s GASB 40 Annual Reporting related to the City’s investments and compliance with the City’s Investment Policy. As the report indicates, the City is in compliance with the Policy. The Report identifies specific compliance related to credit risk, diversification, interest rate risk, and custodial credit risk (delivery vs. payment and pledged securities).

| | |
|-----|------------------|
| 5.2 | MAYOR'S COMMENTS |
|-----|------------------|

Mayor Talbert noted that even with the change in Council and change in City Staff, the City will continue to move forward as normal.

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

There was no unfinished business.

| | |
|-----|---|
| 7.0 | NEW BUSINESS |
| 7.1 | Discussion and possible action regarding Community Garden Agreement for utilization of Campbell Park. |

City Manager deGraffenried explained that this item was discussed in Workshop Session.

Council member Toups moved to approve the Community Garden Agreement and authorization to City Staff to finalize and execute the Agreement providing all conditions of the Agreement are met. The motion was seconded by Council member Kuehne and with a unanimous vote, the motion carried.

| | |
|-----|---|
| 7.2 | Discussion and possible action regarding cancelling the December 28, 2020 City Council Meeting. |
|-----|---|

Mayor Pro Tem Monroe moved to approve cancelling the December 28, 2020 City Council Meeting. The motion was seconded by Council member Toups and with a unanimous vote, the motion carried.

| | |
|-----|--|
| 7.3 | Discussion and possible action regarding amendments to 2020 Appraisal District Budget. |
|-----|--|

City Manager deGraffenried explained that on November 5, 2020 the Board of the Lampasas Appraisal District approved the attached Budget Amendment. The amendment calls for decreases in their current budget of \$12,879.00, and increases in expenditures of \$28,666.00. As noted the (\$6,787.00) deficit is to be made up from Fund Balance. Council may approve or deny the amendment; or approve by no action.

No action was taken.

| | |
|-----|---|
| 7.4 | Discussion and possible action concerning the purchase of a 2021 Chevrolet Silverado with utility bed from Lake Country Chevy in the amount of \$41,653.85. |
|-----|---|

Van Sims, Water/Wastewater Operations Manager, reviewed the following:

- During FY 2021 budget preparations, City Council budgeted for a new ¾ ton work truck with utility bed. In August, the City moved forward with an expedited purchase process to procure a truck using local vendors, however, staff could not locate a vehicle that met the City's requirements. At the time, Council and City Staff recommended incorporating the purchase in FY 2021. Through an Interlocal Cooperative Purchase Agreement with TIPS, and Lake Country Chevrolet, the Wastewater Department was able to locate a truck that fits all specifications and requirements.
- The Wastewater Department is asking council to approve the bid from Lake Country Chevrolet for a 2021 Chevrolet 2500 with utility bed to replace a 2007 Ford F150 single cab pickup.

- The procurement process was followed by utilizing an Interlocal Cooperative Purchase Agreement with TIPS (The Interlocal Purchasing System) set forth by the City of Lampasas Purchasing Policy.

Council member Kuehne moved to approve the purchase of a 2021 Chevrolet Silverado 2500 with utility bed from Lake Country Chevy in the amount of \$41,653.85 and authorize the City Manager to execute all related documents. The motion was seconded by Mayor Pro Tem Monroe and with a unanimous vote, the motion carried.

| | |
|-----|--|
| 7.5 | Discussion and possible action concerning the purchase of a 600 Model Street Sweeper from TYMCO in the amount of \$267,196.50. |
|-----|--|

Carlos Garcia, Street Superintendent, reviewed the following:

- During budget preparations for FY 20-21, the Street Department budgeted for a new Street Sweeper. With assistance from TYMCO, the City received a bid through Buy Board for \$267,196.50 for a new Street Sweeper.
- The Street Department requests Council approve the bid from TYMCO for the 600 Model Street Sweeper.
- The procurement process was followed by utilizing an Interlocal Cooperative Purchase Agreement with Buy Board, set forth by the City of Lampasas Purchasing Policy.
- The approximate delivery time is 90-120 days. The old Street Sweeper will be sold through Gov Deals.

Mayor Pro Tem Monroe moved to approve the purchase of a 600 Model Street Sweeper from TYMCO in the amount of \$267,196.50 and authorize the City Manager to execute all related documents. The motion was seconded by Council member Toups and with a unanimous vote, the motion carried.

| | |
|-----|---|
| 7.6 | Discussion and possible action regarding a Policy Resolution of the City Council of the City of Lampasas, Texas, approving the creation of a City of Lampasas Fire Suppression Assistance Program; and authorizing the funding and administration of the Fire Suppression Assistance Program by the City of Lampasas Public Works Department. |
|-----|---|

City Manager deGraffenried explained that City Staff and Council has previously discussed the desire to assist businesses in complying with life/safety codes, particularly fire suppression requirements by providing taps to City mains for fire lines. The attached Resolution provides Policy directive to City Staff to provide taps, and if the Fire Marshal so requests, materials for the installation of additional hydrants above the number normally required.

Mayor Pro Tem Monroe moved to approve the Policy Resolution of the City Council of the City of Lampasas, Texas, approving the creation of a City of Lampasas Fire Suppression Assistance Program; and authorizing the funding and administration of the Fire Suppression Assistance Program by the City of Lampasas Public Works Department. The motion was seconded by Council member Kuehne and with a unanimous vote, the motion carried.

| | |
|-----|--|
| 7.7 | AN ORDINANCE OF THE CITY COUNCIL OF LAMPASAS, TEXAS AMENDING CHAPTER 38 "FIRE PREVENTION AND PROTECTION," ARTICLE IV, "FIRE CODE"; ADDING NEW SECTION 38-108 TO BE ENTITLED 'UNDERGROUND FIRE LINE REQUIREMENTS' FOR FIRE SUPPRESSION SYSTEMS; REPEALING ANY INCONSISTENT PROVISIONS; PROVIDING A SEVERABILITY CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE. |
|-----|--|

Ronnie Withers, Fire Marshal, explained that this Ordinance would define the Underground Fire Line Requirements for a prospective business and will define the City's license requirements and inspection process.

Council noted that the City needs to make all plumbers aware of this Ordinance.

Mayor Pro Tem Monroe moved to approve an Ordinance of the City Council of Lampasas, Texas amending Chapter 38 "Fire Prevention and Protection," Article IV, "Fire Code", adding new section 38-108 to be entitled 'Underground Fire Line Requirements' for Fire Suppression Systems; Repealing any inconsistent provisions; Providing a severability clause; and Establishing an effective date. The motion was seconded by Council member Clark and with a unanimous vote, the motion carried.

| | |
|-----|--|
| 7.8 | Discussion and possible action regarding award of bid to Maynard Construction for the demolition of the substandard structure located at 408 East Fifth Street, Lampasas, Texas in the amount of \$9,975.00. |
|-----|--|

Becky Sims, Zoning Administrator/Assistant City Secretary, reviewed the following:

- In November 2019, there was a house fire at this location that substantially damaged the home.
- Since that time Code Enforcement Officer, Tony Barrio; Fire Marshal, Ronnie Withers; and Frank Ellett, Building Official, have worked with the homeowner to discuss options and condition of structure.
- As shown in the provided exhibits, the structure sustained severe fire damage and the structural integrity is compromised. The roof has partially collapsed and since that time, the structure has deteriorated.
- The owners attempted to have the structure demolished; however due to financial limitations were unable to do so. They have voluntarily complied with the demolition of the home.
- This structure is a life safety issue.
- This case was brought before the Construction Board of Adjustments and Appeals (CBAA) on September 17, 2020 and they deemed the structure substandard as defined by Chapter 18 Buildings and Building Regulations Article III Unsafe, Dilapidated Substandard Buildings.
- Additionally, the CBAA Board approved the request to seek bids for the demolition.
- City Staff sent request for bids to three local contractors: WT Thornton, Joe's Trucking and Construction and Maynard Construction Services.
- The only returned bid was from Maynard Construction Services in the amount of \$9,975.00.
- City Staff is in favor of awarding the bid to Maynard Construction Services. They are a reputable company and have done work for and in the City of Lampasas previously. As is the City's practice, a lien will be placed on the property for the cost of demolition.

Council member Clark wanted to ensure that the removal of the debris is removed and disposed as the State requires.

Council member Clark moved to approve the bid from Maynard Construction Services to demolish the substandard structure located at 408 East 5th Street in an amount not to exceed \$9,975.00 and that removal and disposal meets the State requirements. The motion was seconded by Mayor Pro Tem and with a unanimous vote, the motion carried.

| | |
|-----|--|
| 7.9 | Discussion and possible action regarding the re-appointment of three (3) library board members whose terms have expired and two (2) new appointments to fill vacancies |
|-----|--|

Becky Sims, Zoning Administrator/Assistant City Secretary, explained that Judy Lansford, Susan Browder, and Sheryl Hausmann have all agreed to remain on the Library Board. The Library Board voted to approve those re-appointments, as well as the appointment of Sally Bozeman and Lucy Walker to fill the vacant Library Board positions.

Mayor Pro Tem Monroe moved to approve the reappointment of Judy Lansford, Susan Browder, and Sheryl Hausmann and the appointment of Sally Bozeman and Lucy Walker to the Library Board. The motion was seconded by Council member Kuehne and with a unanimous vote, the motion carried.

| | |
|------|---|
| 7.10 | Discussion and possible action due to a request for the closure of Briggs Street from East Fourth Street to Mills Street on December 14, 2020 from 10:00 a.m. to 2:00 p.m. for the Community To-Go Luncheon and Toy Drive, to help mitigate traffic congestion. |
|------|---|

Sammy Bailey, Police Chief, explained that the Lampasas Police and Fire Departments request permission to close Briggs Street from 10:00 a.m. to 2:00 p.m. on December 14, 2020 from East Fourth Street to Mills Street for the Community To-Go Luncheon and Toy Drive, to help mitigate traffic congestion. This roadway is west of the Fire Department building and will be used to flow southbound traffic thru the Lampasas Fire Department bays to drop off toys and pick up meals in an effort to help manage traffic flow and reduce traffic congestion during the event.

Mayor Pro Tem Monroe moved to approve the closure of Briggs Street from East Fourth Street to Mills Street on December 14, 2020 from 10:00 a.m. to 2:00 p.m. for the Community To-Go Luncheon and Toy Drive, to help mitigate traffic congestion. The motion was seconded by Council member Toups and with a unanimous vote, the motion carried.

| | |
|------|---|
| 7.11 | Discussion and possible action regarding approval of bids to demolish substandard structures located at 905 East Avenue G in an amount not to exceed \$9,885.00 and 909 East Avenue G in an amount not to exceed \$12,975.00. |
|------|---|

Becky Sims, Zoning Administrator/Assistant City Secretary, reviewed the following:

- Code Enforcement Officer, Tony Barrio, sent notification to the property owner in August 2020 advising that the structure located at 909 East Avenue G needed to be secure to prevent access and undetected occupancy.
- During that same time Frank Ellett, Building Official, did a site visit to inspect the exterior of the structure. During the initial review, the structure was found to have more than 50% damage and the structural integrity does not meet the minimum construction standards.
- As shown in the exhibits provided, the structure integrity is compromised.
- The homeowner purchased the home, as well as, 905 East Avenue G to renovate but after consulting with the Building Official, realized it would not be beneficial to do since both homes would have to be brought up to code.
- Mr. Frydrych, property owner, reached out to two contractors for demolition proposals and found that the cost would range between \$22,000.00 and \$28,000.00. He voluntarily complied with the City moving forward to facilitate the demolition of both homes with the understanding the City will place a lien on the properties.
- This case was brought before the Construction Board of Adjustments and Appeals (CBAA) on November 19, 2020 and they deemed both structures as substandard as defined by Chapter 18 Buildings and Building Regulations Article III Unsafe, Dilapidated Substandard Buildings.

- The CBAA Board approved the request to seek bids for demolition.
- City Staff is asking that Council approve the request for bid in an amount not to exceed \$9,885.00 and \$12,975.00 respectively, as the City would like to solicit a minimum of three bids with the understanding that the bids would not exceed these amounts and move forward with the scheduling of the demolition.

For discussion purposes, Mayor Pro Tem Monroe moved to approve bids to demolish substandard structures located at 905 East Avenue G in an amount not to exceed \$9,885.00 and 909 East Avenue G in an amount not to exceed \$12,975.00. The motion was seconded by Council member Clark.

Mayor Talbert asked why the City should be paying for demolition on property that was purchased knowing the condition of the homes at the time of purchase. This request seems like an easy remedy to this property owner's investment property. Investment property is different from a fire to a house that would make it substandard.

Mayor Talbert expressed that the City's policy on substandard structures needs to be reviewed and updated. She suggested a workshop session with City Staff and local realtors.

Mayor Talbert called for a vote on the motion made by Mayor Pro Tem Monroe and seconded by Council member Clark. All Council members voted against the motion made, motion failed.

Adjourn into Executive Session

Mayor Pro Tem Monroe moved to adjourn into Executive Session at 8:16 p.m. The motion was seconded by Council member Toups and with a unanimous vote, the motion carried.

City Manager deGraffenried requested that Mandy Walsh, Economic Development Director, be allowed in Executive Session. Council allowed.

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:

| | |
|-----|---|
| 8.0 | EXECUTIVE SESSION ITEMS |
| 8.1 | Section 551.087 (economic development)- (1) to receive and evaluate financial information received from a business prospect, to discuss same, and/or to deliberate regarding commercial or financial information that the City has received from a business prospect that the City seeks to have locate, stay, or expand in or near the city, with which the City is conducting economic development negotiations; and/or (2) to deliberate an offer of any financial or other incentives to any business prospect described above. |
| 8.2 | Adjourn executive session and reconvene Regular Session |

Executive Session was adjourned at 8:36 p.m.

REGULAR SESSION

| | |
|-----|--|
| 9.0 | ACTION ON EXECUTIVE SESSION |
| 9.1 | Discussion and possible action concerning items posted and discussed by Council in Executive |

No action was taken.

Adjourn

Mayor Pro Tem Monroe moved to adjourn the meeting at 8:37 p.m. The motion was seconded by Council member Clark and with a unanimous vote, the motion carried.

PASSED AND APPROVED this _____ day of _____, 2020.

Misti Talbert, Mayor

ATTEST:

Christina Marez, City Secretary