

**MINUTES OF REGULAR MEETING OF THE GOVERNING BODY
OF THE CITY OF LAMPASAS, TEXAS
CITY COUNCIL CHAMBERS
302 E THIRD STREET
Monday, December 9, 2019**

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 (present for regular session only)
Michael White

Council Members absent:

Delana Toups (absent for workshop session only)

City Staff Present:

Finley deGraffenried, 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
Rickie Roy, Public Works Director

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

1. Call to order Workshop Session

Mayor Talbert called the workshop session to order at 5:30 p.m.

2. Discussion regarding amending the adopted budget for the Municipal Government of the City of Lampasas for the Fiscal year of October 1, 2018 to September 30, 2019.

Yvonne Moreno, Finance Director, reviewed the Fiscal Year 2018-2019 budget amendments:

- General Fund – Increase to General Fund Balance for year end. Monies from excess in Electric Fund Operating Budget, will transfer from Electric Fund – Total amendments for General Fund: \$100,000.00
- Golf Course Fund – Transfer to Golf Course Fund to cover shortfall in revenues. Monies from excess in Electric Fund Operating Budget, will transfer from Electric Fund – Total amendments for Golf Course Fund: \$56,653.02

- Animal Shelter Fund – Transfer to Animal Shelter to cover accelerated purchase of vehicle (Note: County was not billed for one-half the cost of this vehicle. Full burden of the cost of the vehicle to the City. No monies contributed by the County. The vehicle will be used in the City only.) Monies from excess in Electric Fund Operating Budget will transfer from Electric Fund (Balance left in Electric Fund will be \$105,353.99) – Total amendments for Animal Shelter Fund: \$10,548.99
- Total Amendments from Electric Fund: \$167,202.01

City Manager deGraffenried reviewed with Council the City’s Initial Year-End Performance:

3. Discussion regarding format of workshop and regular session.

City Manager deGraffenried explained that this item was placed on the agenda to allow Council discussion and direction on possible modifications to the regular meetings. Currently, regular meetings consist of a workshop beginning at 5:30 p.m. and regular session beginning at 7:00 p.m. Council may opt to change the meeting times to allow regular session to begin immediately following workshop, in the event business in workshop concludes before 7:00 p.m. Council determines the time and location of meetings; generally, by Resolution or Ordinance, however; Council may consider a change in format by motion. Council may continue to manage meetings, allowing breaks, modifying the order of business, and conducting closed session in the best interest of time and efficiency.

Most Council members expressed that there have been meetings when the workshop started at 5:30 p.m. and ended fairly early and they had to just sit and wait until regular session started at 7:00 p.m. Rather than considering to start the regular session immediately after the workshop session, they expressed the time of starting the regular session at 6:30 p.m. They felt that setting a time would allow those citizens or anyone that needed to be present for an agenda item to know when to be there rather than sit through workshop.

Council member Clark said that the regular session has been at 7:00 p.m. for many years and should remain at 7:00 p.m. for consideration of those individuals that work, especially if they work out of town. If the time is changed, then the City will need to a lot of notification and advertisement to make the citizens aware.

Council members will take into consideration before making a final decision.

4. Discussion regarding building permit fee schedule, due to passage of House Bill 852.

Becky Sims, Zoning Administrator/Asst. City Secretary, explained that HB 852 specifically states that determining the amount of a building permit or inspection fee in connection with the construction or improvement of a residential dwelling cannot be based on the value of the dwelling or cost of constructing or improving the dwelling. Currently the fee is based on the material/labor of the job; with a base fee of \$25 with an additional \$5.00 per \$1,000.00 of valuation. In researching how other cities are charging for these improvements; it is the desire of the Building Department to use a flat rate as follows:

- Carports- \$35.00
- Residential Remodel- \$100.00
- Roof- \$65.00
- Storage Building- \$35.00
- Swimming Pool- \$200.00
- Fences- \$35.00

The above flat rates are based on the average of permit fees for 2018 for each specific job type.

Council members asked that City Staff provide comparable data with other cities.

Council member Clark asked about the cost of a building permit was justifiable for new construction at \$0.10 per square foot of foundation?

City Manager deGraffenried explained that the cost of permits does not always cover the overhead costs of City labor.

Mrs. Sims said that she would be providing Council an Ordinance and fee schedule in January for their review and consideration and will also provide comparable data with other cities.

5. Discussion regarding any item on the regular agenda

There was no discussion.

6. Adjourn Workshop Session

Mayor Pro Tem Monroe moved to adjourn the workshop session at 5:47 p.m. The motion was seconded by Council member White and with a unanimous vote, the motion carried. (Toups absent)

A break was taken before going into regular session.

REGULAR SESSION 7:00 P.M.
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ANNOUNCEMENTS

A. Call to Order

Mayor Talbert called the regular session to order at 7:00 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.

D. Community Champion

Mayor Talbert recognized 'Vision Lampasas' for being "Community Champions." She said that Vision Lampasas is comprised of visionaries motivated to enhance the aesthetic, social, cultural and economic welfare of Lampasas. She went on to say that she believed that enhancing is an understatement. She believes Vision Lampasas is responsible for a lot of the charm Lampasas is so well-known for. They co-host many successful events annually including the Texas 4000 Atlas Ride, Wild West Casino Night, Indian Artifact, Mineral & Gem Show, Squared Silly, Carol of Lights and Christmas on the Creek. They are also the group behind the 13 amazing famous murals around town. The City of Lampasas is very fortunate to have this

hardworking group of volunteers in Lampasas. If ever a group was deserving of the honor of being awarded Community Champion, it is Vision Lampasas.

	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, and also a member of LAFTA, explained that she was excited to announce that LAFTA has purchased the art piece “Spirit Horse”. It’s a beautiful art piece that is at Campbell Park and so happy that it will remain as a permanent piece at this park.

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 November 25, 2019

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 purchases and charges in excess of \$4,000 from November 1, 2019- November 30, 2019

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

4.0	BOARDS/DEPARTMENT REPORTS
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There were no board or department reports.

5.0	ROUTINE MATTERS
5.1	City Manager’s Operational Report

City Manager deGraffenried reviewed his report:

- City Hall – City Staff is pleased to note that Old City Hall will be hosting a TML Risk Pool regional training in January. The Public Works training, focusing on safety, was previously scheduled at the Fire Station, but was relocated to the new available space. The vision for the use of the building included utilization as a community, staff and organizational resource. The training represents the first of many trainings and seminars the City will host at this location.
- Demographics - As previously reported, the State Demographer has released 2018 population estimates, and has now announced publication of a summary of major findings to accompany the

estimates. Some of the findings are not surprising; Texas is growing and becoming older and more diverse; growth in metropolitan areas is driven largely by net in-migration; and the magnitude of aging is greatest in rural counties. Lampasas is one of 86 counties trending as old, and getting older. The full summary is available at:

https://demographics.texas.gov/Resources/publications/2019/20191205_PopEstimatesBrief.pdf Staff can also provide copies on request.

- Open Positions - To date, the City has received five applications for the position of Director of Development Services. Although a relatively small pool, City Staff will investigate the background of qualified applicants and possibly coordinate interview schedules with staff and elected officials. Other central Texas communities have seen similar responses to open development positions. The City has received eight applications for the Building/Maintenance position, and will begin the review and interview process prior to the end of the year.
- Shop and Lab - Public Works Director, Rickie Roy, reports the Water/Wastewater Shop and Lab will be complete by the end of next week. Redundant electric feeds have been tested and fiber will be installed as the City moves into the facility. Mr. Roy indicates staff will relocate over a period as finishing touches are made.
- Best of the Best - Van Berry, Golf Course Manager, reported last week that the Hancock Park Golf Course had been voted Best of the Best Central Texas Golf Courses by readers of the Killeen Daily Herald. The paper received over 90,000 votes for a variety of services, businesses and organizations. We've always known what a great course we have, and now the rest of Central Texas knows as well. Congratulations to Van and his team.
- He reminded Council of the Old City Hall Dedication scheduled for December 16, 2019.

5.2	MAYOR'S COMMENTS
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The only comments the Mayor had was "Go Badgers!"

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 the selection of the website photo contest
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Monica Wright, Information Systems Director, explained that were five photo entries:

- Entry 1, "The Moon" submitted by Joel Atkins
- Entry 2, "Twins" submitted by Sharil Meeks
- Entry 3, "Lights on Sulphur Creek" submitted by Amy Barrett
- Entry 4, "The Sulfur Creek in Fall" submitted by Betty Chaudoin
- Entry 5, "Anthony Munayco" submitted by Anthony Munayco

Council member Williamson moved to select Entry 3 "Lights on Sulphur Creek" submitted by Amy Barrett as the winner of the photo contest. The motion was seconded by Council member Toups and with a unanimous vote, the motion carried.

7.2	Discussion regarding amending the adopted budget for the Municipal Government of the City of Lampasas for the Fiscal year of October 1, 2018 to September 30, 2019.
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Yvonne Moreno, Finance Director, explained that she reviewed with Council during workshop session the necessary budget amendments to the General Fund, Golf Course Fund and Animal Shelter Fund. The total amendments from the Electric Fund is \$167,202.01 which \$100,000.00 is for the General Fund, \$56,653.02 is for the Golf Course Fund and \$10,548.99 is for the Animal Shelter Fund. She said that due to the closing of Fiscal Year 2018-2019, the Finance Department must verify all budgeted line items. If any line item is over the budgeted amount, an amendment must be done. The auditors require that all budgeted items fall within the budgeted amounts. These amendments must be done by Ordinance.

Mayor Pro Tem Monroe moved to approve the first reading of an Ordinance amending the adopted budget for the Municipal Government of the City of Lampasas for the Fiscal Year of October 1, 2018 through September 30, 2019. The motion was seconded by Council member Kuehne and with a unanimous vote, the motion carried.

7.3	Discussion and possible action to approve a street closure request for a Corvettes on the Square event on January 18, 2020.
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Sammy Bailey, Police Chief, explained that SRE Promotions and the Corvettes on the Square Committee have requested a street closure request at East Third Street between Liveoak Street and Pecan Street and Liveoak Street from East Third Street to East Fourth Street closed during their event on January 18, 2020. The event is from 10:00 a.m. until 1:00 p.m.

Bailey recommended the approval of the request for the safety of participants and attendees. She recommended that the roadways be closed starting at 5:00 a.m. to prevent parking issues and be reopened as soon as the event is over or safe to do so.

Council member Williamson moved to approve the street closure at East Third Street between Liveoak Street and Pecan Street and Liveoak Street from East Third Street to East Fourth Street for a Corvettes on the Square event on January 18, 2020 as presented. The motion was seconded by Council member Toups and with a unanimous vote, the motion carried.

Council asked that the Police Chief visit with the retailers on the square to ensure they are aware of this event and street closure.

7.4	Discussion and possible action regarding appointment of board member to Zoning Board of Adjustment.
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Becky Sims, Zoning Administrator/Asst. City Secretary, explained that this item was placed on the agenda for Council consideration of a new member to the Zoning Board of Adjustments (“ZBA”). One application was received from Danielle Shepard.

Mayor Pro Tem Monroe moved to approve the appointment of Danielle Shepard to the Zoning Board of Adjustments (“ZBA”). The motion was seconded by Council member Kuehne and with a unanimous vote, the motion carried.

Adjourn

Mayor Pro Tem Monroe moved to adjourn the meeting at 7:18 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