

**MINUTES OF REGULAR MEETING OF THE GOVERNING BODY
OF THE CITY OF LAMPASAS, TEXAS
CITY COUNCIL CHAMBERS
405 SOUTH MAIN STREET
Monday, August 26, 2019**

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

Council Members present:

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

Council Members absent:

None

City Staff Present:

Gary Cox, Assistant City Manager
Christina Marez, City Secretary
Becky Sims, Assistant City Secretary
Yvonne Moreno, Finance Director
Mandy Walsh, Economic Development Director
Kristy Acevedo, Network Administrator
Jody Cummings, Assistant Police Chief
Chris Eicher, Parks & Recreation Director
Ronnie Wither, Fire Marshal
Jeffry Smith, Fire Chief
Tyler Gillis, Firefighter/Driver Pump Operator
Corey Greiner, Fire Shift Captain
Colton Baker, Firefighter
Shane Wolfe, Part-time Firefighter
Van Sims, Water/Wastewater Operations Manager

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

1. Call to order Workshop Session

Mayor Talbert called the workshop session to order at 5:31 p.m.

2. Discussion regarding drainage for Brodie Estates

Gary Cox, Assistant City Manager, explained that the developers for Brodie Estates Subdivision were present to discuss drainage improvements to the subdivision and possible mitigation of downstream impacts.

Discussion included:

- There was a drainage study done by the City but was rejected by property owners.
 - The developers and their Engineer reviewed the drainage issues and possible solutions.
 - Chris Harrison, developer, said that their development does not need the detention pond, however, it would be a benefit to the City with drainage issues for the future. They are losing an acre and one half by putting in the detention pond, however, it would help the City provide a five percent reduction in flow.
 - The City considered participating in the costs for a detention pond and it would be included in the development agreement.
 - Discussion on the historical drainage issues that generate from Georgetown Road.
 - The drainage issues are not because of this development, it has existed.
 - Suggested to seek an engineering proposal related to drainage improvements and possible mitigation of the downstream impacts.
3. Discussion regarding approval, denial or approval with modifications to the Lampasas County Chamber of Commerce Marketing Plan for FY 2020 Budget.

As part of the FY 2020 Budget Review, Council reviewed a Marketing Plan from the Lampasas County Chamber of Commerce. Council discussed approving \$3,603.00 for marketing.

4. Discussion regarding Lampasas County Chamber of Commerce Tourism and Visitor Center Agreement with the City of Lampasas

There was discussion and review with Melissa Unger, Executive Chamber Director, on the Tourism and Visitor Agreement with the City.

Discussion included:

- Chamber website and redesign
- The City just changed their logo, is the Chamber considering doing the same
- Brochures and publications
- Events

5. Discussion regarding Lantern Lighting Event

Becky Sims, Assistant City Secretary, explained that Council Member Toups, Parks and Recreation Director Chris Eicher, Melissa Unger, Chamber of Commerce along with other members of the community have been planning a Lantern Lighting Event. The idea is to bring the community together with a sunset lantern release into W.M. Brook Park Sulphur Creek; while enjoying live music and foods from various food trucks. The lanterns and candles will be biodegradable and will be supplied by the committee. There will be a small donation of \$5.00 to sign-up that will benefit Christmas on the Creek. The event will be held on November 9, 2019 from 5:00 p.m. to 8:00 p.m.

Sims noted that there is an action item on the agenda for Council consideration.

6. Discussion regarding board term expirations and current vacancies

Becky Sims, Assistant City Secretary, explained that in September of each year, City Council reviews the board term expirations. Currently, there will be 21 board terms expiring September 30, 2019. There are

currently the following vacancies – 3 Alternates and 1 Regular for the ZBA Board; 1 Boys & Girls Rep on the Parks Board; 1 P&Z Board and 1 CBAA Alternate. City Staff has begun giving those board members with expiring terms applications to renew. During this time, the City will begin promoting volunteer opportunities for those whom may have an interest in one or more of the Boards.

7. Discussion regarding FY 2020 Budget

Gary Cox, Assistant City Manager, explained that this item was placed on the workshop agenda to allow Council the opportunity to discuss modifications to the FY 2020 Budget. A memorandum from the City Manager was handed to Council. He reviewed the memorandum with Council, which was a budget recommendation that explained that the City Manager, Assistant City Manager and Chief of Police reviewed several modifications to the FY 2020 Budget. The modifications resulted in a balanced budget without any increases to the Tax Rate or Utility Rates. Comments on modifications included:

- Garbage increase – The modification represents a \$1.25 per month increase on commercial and residential hand pick-up and will be in addition to any CPI increase as allowed by contract.
- Salary adjustments – Adjustments are identified for 6 Exempt personnel, 3 Administrative personnel, 10 Police Officers, and 5 Electric personnel. Additionally, the Police Department will institute a starting salary for newly Certified Officers at \$20.17. Salary ranges per grade have not been adjusted, therefore no adjustments are necessary to bring employee pay within new ranges.
- COLA @ 2% - Burdened COLA for all employees. 2019 Social Security COLA was 2.5% and projected 2020 COLA is 1.8%.
- Auto Clave – The Water/Wastewater Department currently has an operational Auto Clave for the lab and the new expenditure is not necessary at this time.
- Street Materials – The budget line was reduced by 25%.
- Court Revenue – Increased slightly by approximately 1.5% based on increased collections.

Though the memorandum indicated Tax Rate increase, Council member Clark was still fine with a small increase.

Mayor Talbert expressed the following information:

- Tax Rate – 60% goes to LISD; 24% goes to the County and 16% goes to the City
- City services have increased but the last tax rate increase was in 2011.
- Council does everything to avoid increasing taxes, but the City cannot continue to use the Electric Revenue to pay for increased services to the citizens of the City.
- She challenged any citizen to see what service they are getting from the County for the 24% they pay on taxes to them.

8. Discussion regarding any item on the regular agenda

There was no discussion.

9. Adjourn Workshop Session

Council member Clark moved to adjourn the workshop session at 6:48 p.m. The motion was seconded by Council member Toups and with a unanimous vote, the motion carried.

A brief break was taken before going into regular session.

REGULAR SESSION

7:00 P.M.

ANNOUNCEMENTS

A. Call to Order

B. Invocation and Pledge of Allegiance

Jeffry Smith, Fire Chief, gave the invocation the Pledge of Allegiance to U.S. and Texas flags were recited.

C. Presentations and Proclamations

- Proclamation of September as Library Card Sign-up Month

Mayor Talbert read out loud the proclamation and proclaimed September as Library Card Sign-up Month.

	PUBLIC HEARINGS/CITIZEN COMMENTS
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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.
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There were no citizen comments.

1.2	Public Hearing concerning the proposed tax rate upon all property subject to taxation within the City of Lampasas, Texas for the 2019 tax year for the use and support of the Municipal Government of the City of Lampasas for the fiscal year beginning October 1, 2019 and ending September 30, 2020; apportioning said levy among the various funds and items for which revenue must be raised including providing a sinking fund for the retirement of the bonded debt of the City, and establishing an effective date.
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Mayor Talbert explained that this is a Public Hearing on the 2019 tax year proposed property tax rate. Because the proposed rate will exceed the rollback rate, adjusted for sales tax, or the effective tax rate, (whichever is lower), this public hearing must be held on the proposed tax rate. The proposed tax rate is a total rate of \$0.420000 per \$100 valuation. Of this total rate, \$0.085798 will be the 2019 debt tax rate and \$0.334202 will be for the operations and maintenance of the General Fund of the City of Lampasas.

Mayor Talbert opened the public hearing for any citizen comments.

Tom York, citizen, asked if Council was voting to increase the tax rate.

Mayor Pro Tem Monroe announced that the meeting for the City Council to adopt the proposed tax rate will be Monday, September 9, 2019 at 7:00 p.m. at the City Council Chambers located at 405 S. Main Street, Lampasas, Texas.

After no further comments, Mayor Pro Tem Monroe moved to close the public hearing. The motion was seconded by Council member Kuehne and with a unanimous vote, the motion carried.

2.0	MINUTES
2.1	Discussion and possible action concerning approval of minutes of the Regular Meeting on August 12, 2019

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

2.2	Discussion and possible action concerning approval of minutes of the Special Meeting on August 19, 2019
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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.

3.0	CONSENT AGENDA
3.1	Discussion and possible action regarding the Monthly Investment Report for July 2019

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

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

Jeffrey Smith, Fire Chief, reviewed his report and provided the following information:

- He reviewed the incident calls received from August 2018 through July 2019; 978 calls were for Rescue and Emergency Medical Service; 78 were Fire calls; 121 were Good Intent calls; 61 were False Alarm calls; 64 were Hazardous Condition (no Fire); 70 were Service calls and 4 were Severe Weather calls.
- He explained that of the 551 calls from March 1, 2019 through July 31, 2019, 127 calls or 23% of the calls were from outside the City limits.
- He explained that though he has been on staff for a short time, the dedicated Fire Department Staff have made it very easy in this transition. He commended Fire Marshal Withers for being his right hand and doing such an excellent job for the City of Lampasas.

There was discussion about the County and the amount of money they reimburse the City for the shared cost of a Firefighter. City taxes are paying for services in the County. Future discussions with the County are needed to discuss further.

5.0	ROUTINE MATTERS
5.1	City Manager's Operational Report

Due to the absence of the City Manager, there was no City Manager report; however, Assistant City Manager, Gary Cox, took this time to commend the City Staff, especially the IT and Finance Departments, during the ransomware attack. They have worked hard and long hours to get the City back to full operation.

5.2	MAYOR'S COMMENTS
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Mayor Talbert also thanked City Staff for their hard work during the ransomware attack but most especially for the good attitudes that everyone had to work together to keep the City operating.

6.0	UNFINISHED BUSINESS
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There was no unfinished business.

7.0	NEW BUSINESS
7.1	Discussion and possible action regarding HOT Fund request from Chamber of Commerce for Artober Fest in the amount of \$2329.24

Melissa Unger, Executive Chamber Director, explained that the Lampasas County Chamber of Commerce is requesting \$2,329.24 Hotel Occupancy Tax Funds for the Artober Fest to be held on Saturday, October 12, 2019. The funds will be used for advertising, promotion, lodging and restroom facilities. These costs will be shared with LAFTA. In 2018, Council approved \$2,255.60 for this same event.

Mayor Pro Tem Monroe moved to approve the HOT Fund request from the Chamber of Commerce in the amount of \$2,329.24 for the Artober Fest to be held on October 12, 2019. The motion was seconded by Council member Clark and with a unanimous vote, the motion carried.

7.2	Discussion and possible action regarding approval of Lampasas County Chamber of Commerce Marketing Plan for FY 2020 Budget
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Melissa Unger, Executive Chamber Director, explained that this item was discussed in workshop session.

Mayor Pro Tem Monroe moved to approve Lampasas County Chamber of Commerce Marketing Plan for FY 2020 Budget in the amount of \$3,603.00. The motion was seconded by Council member Kuehne and with a unanimous vote, the motion carried.

7.3	Discussion and possible action regarding renewal of Lampasas County Chamber of Commerce Tourism and Visitor Center Agreement with the City of Lampasas.
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Melissa Unger, Executive Chamber Director, explained that each year, the Lampasas County Chamber of Commerce and City Council take the opportunity to review the Tourism and Visitor Agreement to approve for another year or recommend any modifications.

Mayor Pro Tem Monroe moved to approve the renewal of Lampasas County Chamber of Commerce Tourism and Visitor Center Agreement with the City of Lampasas with the insertion of the approved Chamber budget in the amount of \$43,309.20 as previously approved by Council on July 22, 2019. The motion was seconded by Council member Kuehne and with a unanimous vote, the motion carried.

7.4	Discussion and possible action regarding a request by Lampasas Association for the Arts (LAFTA) for HOT Fund request in the amount of \$1,507.00 for event expenses related to Artober Fest.
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Robin Gradel, LAFTA member, explained that LAFTA is requesting \$1,507.00 in HOT Funds for the Artober Fest to be held on Saturday, October 12, 2019. The funds will be used for lodging and stipends for each artist, brochures and restroom facilities for the participants and attendees.

Mayor Pro Tem Monroe moved to approve the request for HOT Funds from the Lampasas Association for the Arts (LAFTA) in the amount of \$1,507.00 for event expenses related to Artober Fest to be held on October 12, 2019. The motion was seconded by Council member Clark and with a unanimous vote, the motion carried.

7.5	Discussion and possible action regarding Lantern Lighting Event to be held at WM Brook Park November 9, 2019
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Becky Sims, Assistant City Secretary, explained that this item was discussed in workshop session.

Council member Clark moved to approve this community event to be held at W.M. Brook Park on November 9, 2019. The motion was seconded by Council member White and with a unanimous vote, the motion carried.

7.6	Discussion and possible action regarding the purchase of a public restroom facility for Campbell Park in an amount not to exceed \$185,000.00
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Chris Eicher, Parks & Recreation Director, explained that the Hanna Springs Sculpture Garden/Campbell Park has seen an increase in activity over the past several years due to local events, additionally art sculptures and tourists. The addition of a public restroom facility will aid in meeting the needs of park visitors and enhance the parks appeal as a tourist destination for Lampasas.

Eicher reviewed the following:

- The base cost for the new restroom facility is \$166,316.00.
- The quotation received from Restroom Facilities, LTD, is per Buy Board contract, which exempts the purchase from competitive bidding.
- This project will be funded through the 2016 CO Fund.
- Staff expects additional costs to cover the pad, sidewalks, plumber, electrician and extension of utility services to complete the project.
- The City has used Restroom Facilities, LTD for previous projects at Turner Complex and W.M. Brook Park and have been pleased with the product.

- The CIP Committee and the Parks & Recreation Advisory Board have both recommended approval.

Mayor Pro Tem Monroe moved to approve the purchase of a public restroom facility for Campbell Park in an amount not to exceed \$185,000.00, which includes the additional costs to complete the project with funds allocated through the 2016 CO Fund. The motion was seconded by Council member Toups and with a unanimous vote, the motion carried.

7.7	Discussion and possible action regarding award of contract for flatwork and accessibility ramp at the 1931 Roy L Thomas Old City Hall Building.
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Gary Cox, Assistant City Manager, explained that after several designs and review by the Project Accessibility Consultant, the attached plan was distributed for quotation. Bidders were asked to prepare pricing based on 6” depth, #4 on 12”, for driveways; and 4” depth, #3 on 12”, for sidewalks. At the time of publication and included in Council’s packet are three quotes from:

ASJ Construction, LLC	\$11,265.60
Canales Dibble Contractors, Inc.	\$16,866.00
M.W. Hail Construction, Inc.	\$28,820.00

Cox explained that since that time and because of the amount of bids received, City Manager deGraffenried amended the project by advising the bidders that the City crews would provide demo and remove existing concrete and dirt to subgrade and place an 18-inch base material and compact in order to save the City money and time. Contractors were contacted and made aware of the change and asked to resubmit a quote that excluded the work the City crews would do.

Becky Sims, Assistant City Secretary, provided Council with revised quotes from two bidders, M.W. Hail Construction, Inc. in the amount of \$25,850.00 and ASJ Construction, LLC in the amount of \$15,408.60.

Mayor Talbert voiced her concern of this not being the trend of how City Staff should present items to Council. To hand Council something right before needing to take consideration is not acceptable nor was it properly handled. Council should have an opportunity to review items and all information provided to Council should be complete and correct information provided to them.

Council member Clark moved to table this item. The motion was seconded by Council member Kuehne and with a unanimous vote, the motion carried.

7.8	Discussion and possible action regarding approval and/or direction regarding drainage improvements to Brodie Estates Subdivision.
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Gary Cox, Assistant City Manager, explained that this item was discussed in workshop session.

Council member Clark moved to direct City Staff to include in the Development Agreement the City’s participation in the costs of the detention pond and to seek an engineering proposal related to drainage improvements and possible mitigation of downstream impacts as discussed. The motion was seconded by Mayor Pro Tem Monroe and with a unanimous vote, the motion carried.

Adjourn

Council member Clark moved to adjourn the meeting at 8:04 p.m. The motion was seconded by Mayor Pro Tem Monroe and with a unanimous vote, the motion carried.

PASSED AND APPROVED this _____ day of _____, 2019.

Misti Talbert, Mayor

ATTEST:

Christina Marez, City Secretary