

**MINUTES OF REGULAR MEETING OF THE GOVERNING BODY  
OF THE CITY OF LAMPASAS, TEXAS  
CITY COUNCIL CHAMBERS  
405 SOUTH MAIN STREET  
Monday, July 8, 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  
Michael White  
Delana Toups  
Randy Clark  
Cathy Kuehne

Council Members absent:

None

City Staff Present:

Finley deGraffenried, City Manager  
Gary Cox, Assistant City Manager  
Christina Marez, City Secretary  
Yvonne Moreno, Finance Director  
Shanda Subia, Library Director  
Rickie Roy, Public Works Director  
Sammy Bailey, Police Chief  
Kristy Acevedo, Network Administrator

**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. Budget Workshop

City Manager deGraffenried explained that this item was placed on the agenda to provide Council the opportunity to provide direction to the FY 2020 Annual Budget. He will take this opportunity to discuss preliminary budget projections, items impacting the budget, capital and maintenance costs and the in-house work on a salary survey.

deGraffenried reviewed an overhead power point presentation with the following information:

- Introduction
  - Specifics and Non-Specifics
  - Review of Budget Status
  - Review of Financial Items, Trends and Projections

- Review of Maintenance and Capital Items
- Review of 2016 CO Status
- Review of FY 2019 and beyond projects
- Review of Debt Status
- Review of Salary Comparison
- Review of Funding Sources
- Review and seek input on next steps
- Status
  - Additional work to be done
  - Staff modification
  - Health Insurance
  - Certified Valuation
  - Revenue Production
  - Funding Options
- Budget Status by Fund
- Starting Points – To date and Overview
- Projections
  - Year End Projections
  - Not Included
    - Technology Infrastructure
    - Public Safety Communications
    - Media/Streaming Software
    - Email Storage
  - Inclusions in FY 2020 Draft
    - Increase in tree trimming - \$25,000.00
    - Fleet needs - \$65,000.00
    - Injection Site Upgrades - \$80,000.00
    - Organizational Funding in current levels - \$48,600.00
    - Increase in W/WW Maintenance - \$145,000.00
    - Emergency Lighting/Generator/pad W/WW - \$51,666.00
    - Additional 500 meters plus installation
    - Agenda Software – approximate \$5,425.00
    - Fiber Network Expansion to Library - \$13,125.00
- Maintenance and Capital
- Projects
  - West Avenue E: design complete, working on easements – may carry over paving to FY 2020
  - Deer Trail: complete in FY 2019, no impact to operating budget
  - City Hall Parking: tentative start July 15
  - Water Line Looping Projects: shovel ready
  - Reviewing Interim Paving Options: West Avenue E-Key Avenue to Ridge Street; West 6<sup>th</sup> Street-Key Avenue to Broad Street
  - East 3<sup>rd</sup> Street: reviewing 95% plan set

- 2016 CO
- Debt Service
- Salary Comparisons
  - In-house survey at Council direction
  - 19 of 26 Cities responded
  - Always Shortcomings
  - Methodology
- Funding
  - Operating Revenue
  - Reserves
  - Rate Review and Increase
  - Property Tax
  - 2016 CO per Bond Conditions
- Next Steps
  - Salary Survey
  - Additional Modification by Staff
  - Direction on Projects and Priorities
  - Review of Funding Options
  - Council Direction
  - Budget Workshops
    - July 15, 2019 – Organizations
    - July 22, 2019 – Workshop
    - July 29, 2019 – Department Presentations

3. Discussion regarding any item on the regular agenda

There was no discussion.

4. Adjourn Workshop Session

Mayor Pro Tem Monroe moved to adjourn the workshop session at 7:00 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.

<p><b>REGULAR SESSION</b> <b>7:00 P.M.</b></p>
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ANNOUNCEMENTS

A. Call to Order

Mayor Talbert called the regular session to order at 7:07 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.

	<b>PUBLIC HEARINGS/CITIZEN COMMENTS</b>
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.

2.0	<b>MINUTES</b>
2.1	Discussion and possible action concerning approval of minutes of the Regular Meeting on June 24, 2019

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	<b>CONSENT AGENDA</b>
3.1	Discussion and possible action regarding the Monthly Investment Report for May 2019.
3.2	Discussion and possible action regarding purchases and charges in excess of \$4,000 from June 1, 2019-June 30, 2019
3.3	Discussion and possible action regarding the second reading of an Ordinance to amend Chapter 82, Article V, Division 4, Sec 82-413- Residential Septic Waste Disposal; Charges
3.4	Discussion and possible action regarding the second reading of an Ordinance amending City of Lampasas Code of Ordinances Chapter 22, Section 22-35 and 22-36; to conform Lampasas' Code of Ordinances to recent local option election results; providing a severability clause; and providing an effective date.
3.5	Discussion and possible action regarding the second reading of an Ordinance regarding renewal of franchise agreement between the City of Lampasas and Acadian Ambulance Service.

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	<b>BOARDS/DEPARTMENT REPORTS</b>
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There were no board or department reports.

5.0	<b>ROUTINE MATTERS</b>
5.1	City Manager's Operational Report

City Manager deGraffenried reviewed his report:

- July Meetings – As a reminder, Council will meet on July 15, 2019 at 5:30 p.m. to hear from Organizations seeking funding from the City. The City sent letters of invitation last week to include WCID, Hill Country 100, Hill Country Children’s Advocacy, Heart of Texas Defense Alliance, Christmas on the Creek, LAFTA, Vision, DRT, and LCHEC. The Chamber of Commerce and Lampasas Appraisal District were invited to also attend, due to conflicts, they requested to discuss their respective budgets with Council on the July 22, 2019 Council meeting. Council will also have the opportunity on June 15, 2019, to discuss budget modifications and adjustments.
- Comprehensive Plan Dates – City Staff met with consultants from Halff & Associates on July 3, 2019, to review upcoming meeting dates and possibly scheduling additional focus group meetings. In addition to the focus group meetings, several community engagement activities will take place in the next 30-45 days. Tentatively, the focus group meetings and the first meeting of the Advisory Committee will be held on July 25, 2019. The City, in conjunction with Halff & Associates, will also prepare for a mid-August Community Open House meeting to coincide with a Community Survey. The Survey and Community meeting will be advertised by social media, news releases and by direct mail to utility customers. Staff may recommend pushing the Community meeting back to allow time to fully review the survey and marketing materials.
- Texas Department of Transportation (TxDOT) - City Staff received word that TxDOT has spent some time adjusting timing for signals on Key Avenue. The adjustments should provide a more fluid north/south traffic pattern, however; for locals, it may not help with east/west travel across Key during high traffic periods.
- Lampasas County Appraisal District (LCAD) Budget Hearing – City Staff attended the LCAD Budget Public Hearing on July 2, 2019 and provided testimony related to Council concerns. The primary concerns included salary expense, improvement in mapping technology and the need to improve communication and transparency. Board members did provide some explanation, which I encouraged them to provide to Council in person. LCAD representatives should be present at the July 22, 2019 Council meeting.
- CTWSC vs. KWSC - There has not been any formal activity in the civil suit filed by Central Texas Water against Kempner Water Supply Corporation. Per Council action, the City intervened in the suit to challenge CTWSC’s change in billing methodology. Currently, City Staff is working with KWSC to review and possibly challenge some of the O&M charges from CTWSC. It appears CTWSC has been allocating an unreasonable amount of overhead expense to KWSC that may be passed on to the City. Counsel suggested attempting to resolve these issues outside the civil case to minimize cost and complexity.
- Personnel Policy – Several weeks ago, Council was provided a draft of modifications to the City’s Personnel Policy. The document was placed in drop box for access by computer however a hard copy can be provided upon request. City Staff would like to place the discussion on a future workshop agenda.

5.2	MAYOR’S COMMENTS
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Mayor Talbert reminded everyone that it is Spring Ho week and on Friday, July 12, there will be a dunking booth at W.M. Brook Park. Everyone will have an opportunity to dunk the City Manager, Finley deGraffenried, 5:00-6:00 p.m. or Mandy Walsh, Economic Development Director, 6:00-7:00 p.m. She also has to be on the dunking booth 4:00-5:00 p.m.

6.0	UNFINISHED BUSINESS
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There was no unfinished business.

7.0	NEW BUSINESS
7.1	Discussion and possible action to select and announce possible winner of website photo contest.

Kristy Acevedo, Network Administrator, informed Council that there were six (6) photo entries:

- Entry 1: "Peaceful" submitted by Beckie Neville
- Entry 2: "Keaton and Dalton" submitted by Cheryl Childers
- Entry 3: "Love in Nature" submitted by Victoria Yancey
- Entry 4: "KidFish 2019" submitted by Kylee Davis
- Entry 5: "Downtown Lampasas" submitted by Candice Goggans
- Entry 6: "Welcoming Sunrise" submitted by Eleno Sigarroa Silva

Council member Clark moved to select Entry 4, "KidFish 2019", submitted by Kylee Davis as the winner of the photo contest. The motion was seconded by Council member White and with a unanimous vote, the motion carried.

Adjourn

Mayor Pro Tem Monroe moved to adjourn the meeting at 7:15 p.m. The motion was seconded by Council member White and with a unanimous vote, the motion carried.

PASSED AND APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

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Misti Talbert, Mayor

ATTEST:

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Christina Marez, City Secretary