

**MINUTES OF REGULAR MEETING OF THE GOVERNING BODY
OF THE CITY OF LAMPASAS, TEXAS
OLD MIDDLE SCHOOL CAFETERIA
103 N WESTERN AVENUE
Monday, March 22, 2021
5:30 p.m. Town Hall
6:00 p.m. Regular Session**

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:

Mayor Pro Tem TJ Monroe
Delana Toups
Bob Goodart
Randy Clark
Cathy Kuehne
Chuck Williamson

Council Members absent:

None

City Staff Present:

Finley deGraffenried, City Manager
Rickie Roy, Assistant City Manager
Monica Wright, IT Director
Becky Sims, City Secretary/Zoning Administrator
Sammy Bailey, Police Chief
Jeffry Smith, Fire Chief
Jody Cummings, Assistant Police Chief
Carlos Garcia, Street Superintendent
Van Sims, WWW Operations Manager
Ronnie Withers, Fire Marshall
Yvonne Moreno, Finance Director
Van Berry, Golf Course Manager
Mandy Walsh, Economic Development Director

**TOWN HALL
5:30 p.m.**

1. Call to order Town Hall Meeting

Mayor Talbert called the Town Hall to order at 5:32 p.m.

2. Discussion and public input regarding impacts of winter storm and electric disruption.

Finley deGraffenried, City Manager presented a slide show of the events that took place during the winter storm in February.

- **February 12**, Public Notice, Press Release Regarding Winter Weather Conditions
- **February 13**, Energy Conservation Public Release
- **February 14**, Energy Conservation and Winter Storm Public Release
- **February 15**, Public Notices Electric Grid Operating Under EEA 3, Rolling Black-outs
- **February 16**, Public Notices Electric Grid Operating Under EEA 3, Notice of Loss of Water Pressure
- **February 17**, Additional Notices Related to Load Shed, Boil Notice and Positive Trends in Generation Deficit
- **February 18**, Public Notifications that Grid was in Balance, however, with Forecast Deficits. On-going Conservation is Encouraged
- **February 19**, Public Notifications that Grid was in Balance, and Continued Water Conservation was Necessary
- **February 20**, Public Notifications, Boil Order Rescinded, Continued Water Conservation Necessary

- **February 21** – current, Notifications Regarding Damage Survey, Trash Disruption, Water Distribution, Stakeholder Meetings, Town Hall

After Action Review

- **February 22-** Initial review with Council
- **Inclusive-**
 - County, Healthcare Providers, Businesses, Residents, Service Providers, Public Safety and Utilities, Electric Partners, Peer Groups and Cities
- **Initial Issues Identified**
 - **Not all Inclusive-**
 - Service Disparity, Rate Risk Management, Capacity to Deliver Services, Technology-Efficiency, Generation, Public Communication, Healthcare needs, Integrating Community Services, Shelter, Comfort Stations, Shelter in Place.

Future Conditions

- Continued Growth in Texas with continued stress on Electric Grid
- Electric Market will change based on generation readiness, need for more baseline load, and regulatory requirements
- City to focus on findings and recommendations related to future events including technology, generation, and delivery of service

Police Chief Sammy Bailey went through the Emergency Response Timeline that began February 8, 2021 with the Winter Weather Warning. The Police Department began weather awareness publication on social media. Officers began checking on the homeless to ensure they were aware of the weather and see if they needed any assistance. Officers received several medical aid calls related to oxygen.

Chief Bailey and her Staff worked with several organizations to include the Salvation Army and Sheriff Ramos to provide aid to those in need. Sheriff Ramos & his wife Rebecca along with several volunteers opened up the Catholic Church to provide a warming station. She advised they received 603 calls relating to no electric, 52 relating to busted water pipes and 400 regarding no/low water pressure on Monday, February 15 and Tuesday, February 16 when City Hall was closed. Finley deGraffenried, Yvonne Moreno, Vicki Tower and Shirley Elders all worked shifts to assist with call volume.

In addition to utility calls, they assisted with citizens not being able to get uphill on the westside of town, reckless driving calls, family violence, animal welfare, minor wrecks, drunk driving, and elderly welfare checks to mention a few. They were also available to provide rides and meals as needed. They assisted with frozen doors and engaged in several conversations about winter storm survival.

Fire Chief Jeff Smith advised that while the storm was happening they conducted business as usual. Their response time was slightly slower due to road conditions; however, they were able to maintain service expectations. They attended to a couple of structure fires. They were efficiently staffed to include volunteers. They were able to open the Fire Department as a warming station until their generator stopped working.

As the Emergency Management Coordinator, it was about finding, lending and using resources that are available. The meeting tonight is providing citizens the opportunity to provide input on what they experienced. What can the City do to help you better prepare for the next event?

Assistant City Manager Rickie Roy advised of the challenges his team faced with technology. The electric department experienced four outages outside of the rolling black-outs. The water department experienced two water breaks which happened towards the end of the outages. The street department distributed over 50 tons of sand to treat City roads. As Staff continues to understand and research the feeders there may be changes to help with the load. While he did realize some weakness in the process he is please with his Staff and how quickly they were able to respond and resolve issues.

Citizen Discussion:

- ERCOT Board of Directors
- Public Utility Commission- Commissioner

- Alternate Generators
- Choice of Electric Providers (CCN)
 - Regulated/Deregulated
 - Elected Officials
- Public Awareness/ Education
- Code Red Education
- Social Media Notifications
- Public Notifications via City Water Bill

There were approximately 35 citizens in attendance during the Town Hall meeting including Staff and City Council.

3. Adjourn Town Hall and convene into City Council Workshop Session

Mayor Pro-Tem Monroe moved to adjourn the Town Hall meeting at 6:45 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 6:45 p.m.

2. Discussion and updates related to COVID-19 Pandemic

Chief Smith provided the following information for Lampasas County as of March 5, 2021

- Active Cases- 12
- Total Fatalities- 30
- Hospitalizations- 1
- 3,042 individuals have received one dose of vaccine in Lampasas
- 1,573 have been fully vaccinated
- Possible drive thru clinic on April 3, 2021 at the Fire Department

3. Discussion regarding any item on the regular agenda

There was no discussion regarding any item on the regular agenda

4. Adjourn Workshop Session

Mayor Pro Tem Monroe moved to adjourn workshop at 6:50 p.m.; Council member Toups seconded the motion and with a unanimous vote, the motion carried

Council took at 10-minute break prior to Regular Session

REGULAR SESSION
6:00 p.m.

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

- Richard Cox- 5 Years of service

	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.

David Williams, Kempner City Manager took the opportunity to introduce himself to City Council and the citizens of Lampasas. He looks forward to working together.

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 March 8, 2021.

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.

3.0	CONSENT AGENDA
3.1	Discussion and possible action regarding the second reading of an Ordinance to amend the Personnel Policy; specifically adding a new use of technology policy, Section 2.00 Employee Responsibilities, Subsection 2.15- Use of City Computers, Internet Access, and Electronic Mail
3.2	Discussion and possible action regarding the January 2021 Investment Report

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

4.0	BOARDS/DEPARTMENT REPORTS
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Municipal Court Monthly Report (No Presentation)

- Prior to March 2020, Court Staff processed approximately 200 citations per month; since that time the average has been less than 100 violations per month
- Last year during the State-Wide Warrant Roundup approximately \$15,000 was collected. The Traditional Warrant Round Up for 2021 has been changed to a digital and phone format.
- Due to COVID and local jail restrictions no arrest warrants have been issued.
- Office of Court Administration and the Texas Supreme Court have issued emergency orders concerning in person court proceedings.
 - Zoom juvenile hearings and adult pre-trial hearings have been conducted
 - Only 3 citizens have requested jury trials; currently there are no jury trials are pending

5.0	ROUTINE MATTERS
5.1	City Manager’s Operational Report

City Manager deGraffenried reviewed his report:

Audit Committee	As in previous years, staff seeks Council input on a date and time for review of the FY 2020 Audit. The auditors typically review the financial performance and compliance of the City with the Committee, who then recommends acceptance at a future Council meeting. Auditors have indicated their availability on either March 25 or March 26 at the Committee's convenience.
CIP	The Capital Improvement Program Committee met on March 11 th to discuss the status of programmed projects for FY 2021, as well as review of the recent winter storm event and its influence on future project identification. The Committee's next meeting will be held at the Water/Wastewater shop and lab, and will include orientation on the City's SCADA system and tour of the Wastewater plant. Staff also seeks Council input and direction on filling one vacancy on the Committee.
Pool Staffing	Staff reports concern regarding recruitment of Pool staff for the upcoming season. Chris Eicher reports that after advertisement, the City has received only one application for lifeguard. The Pool Manager, Vicki Tower and Chris have all increased recruitment efforts at the High School, on the website and through the newspaper, and are hopeful additional efforts will pay off. This season will not have the benefit of returning staff, due to limited openings last year.
New Hope Church	This past week, staff was contacted by the New Hope Baptist Church regarding their wishes to possibly convey the property. It is staff's understanding the Congregation is approximately 150 years old, and the church building itself is over 100 years old. The Pastor noted that the current congregation was unable to maintain the Church, but they would like the facility to be preserved if possible. Because the Church is adjacent to the Historic Colored School, and shares a similar historic value, Council may wish to consider further investigation. The Church may also provide an option for restroom facilities that have been identified as a need for potential events at the Colored School.
Industrial Park	Since batching equipment has been removed from the City's industrial park property at East 580 and McLean, staff have received a number of inquiries regarding leasing the site. The original intent of the discounted lease was to promote economic development by creating commerce and jobs. Staff now seeks input from Council regarding use of the property at possibly a market lease rate. Mandy Walsh, Economic Development Director, has been handling inquiries related to the property.
Garden Dedication	If you have time, please consider coming out to Campbell Park on March 24 th at 6:00 p.m. for dedication of the Butterfly Garden. The Garden was an Eagle Scout Project of J.T. Saucedo, and was completed in time for the fall migration of monarch butterflies.
Staff	Yvonne is pleased to welcome Heather McDonald to the Utility Billing and Collection staff, as part-time clerk. I would also like to acknowledge the following employees who began their City of Lampasas careers in March: Pam Torrez, 1 year; Hunter Sanguinet, 3 years; Jerry Hobbs, 3 years; Richard Cox, 5 years; Chris Eicher, 14 years; Kelli Sanguinet, 18 years; and Tim Ryan, 27 years.
Sales Tax	Council has likely seen reports of Sales Tax receipts for the month of March indicating a 28.7% increase over the same period last year. Although staff anticipates leveling off at some point, fiscal year to date (October 1 to March 31, 6 months) collections have been \$1,004,654.06 on an annual plan of \$1,550,000.00 or 65% of the annual budget.

5.2	MAYOR'S COMMENTS
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Mayor Talbert thanked Monica Wright, IT Director and Kristy Acevedo, System Administrator for updating the City website and Facebook timely with updates during the storm. They did a fantastic job and their efforts did not go unnoticed.

6.0	UNFINISHED BUSINESS
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There was no unfinished business.

7.0	NEW BUSINESS
7.1	Discussion and possible action concerning approval of a new 5-year lease/purchase agreement between Holt Caterpillar and the City of Lampasas Water Department for a new 2021 420XE CAT Backhoe and a new 2021 308CR CAT Excavator for the amount of \$3,579.60 per month, \$42,955.20 per year.

Mayor Pro Tem Monroe moved to approve a new 5-year lease/purchase agreement between Holt Caterpillar and the City of Lampasas Water Department for a new 2021 420XE CAT Backhoe and a new 2021 308CR CAT Excavator for the amount of \$3,579.60 per month, \$42,955.20 per year, the motion was seconded by Council member Toups and with a unanimous vote the motion carried.

7.2	Discuss and consider Interceptor Capacity Study proposal from Eckermann Engineering in the amount of \$35,250.00.
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Council member Clark moved to approve the Interceptor Capacity Study proposal from Eckermann Engineering in the amount of \$35,250.00, the motion was seconded by Council member Williamson; and with a unanimous vote the motion carried.

7.3	Discussion and possible action regarding approval of Geotechnical Survey at Campbell Park by Langerman Foster Engineers in the amount of \$6,400.00.
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Mayor Pro Tem Monroe moved to approve the Geotechnical Survey at Campbell Park by Langerman Foster Engineers in the amount of \$6,400.00, the motion was seconded by Kuehne, Mayor Talbert opened the floor for questions; Mayor Pro Tem Monroe inquired if one bore would be sufficient, City Manager deGraffenried advised that was discussed with the engineers; however, he will verify; with no further discussion the motion carried with a unanimous vote.

7.4	Discussion and possible action regarding the first reading of an Ordinance adopting the Comprehensive Plan for the City of Lampasas.
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Mayor Pro Tem Monroe moved to approve the first reading of an Ordinance adopting the City of Lampasas Comprehensive Plan including Staff, Planning Commission and Council provided edits, if any and accompanying maps, providing for severability; repealer, effective date and proper notice and meeting, the motion was seconded by Council member Kuehne and with a unanimous vote, the motion carried.

7.5	Discussion and possible action regarding a Resolution designating reserve fund balances.
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Mayor Pro Tem Monroe moved to approve the Resolution designating reserve fund balances, the motion was seconded by a Council member Clark and with a unanimous vote, the motion carried.

7.6	Discussion and possible action regarding action to suspend the effective date proposed by ATMOS Energy Corporation-MIDTEX Division, to increase rates under the gas reliability infrastructure program for 45 days, and authorize the City's continued participation in a coalition of cities known as the "ATMOS Texas Municipalities"
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Council member Kuehne moved to suspend the effective date proposed by ATMOS Energy Corporation-MIDTEX Division, to increase rates under the gas reliability infrastructure program for 45 days, and authorize the City's continued participation in a coalition of cities known as the "ATMOS Texas Municipalities", the motion was seconded by Council member Clark and with a unanimous vote, the motion carried.

7.7	Discussion and possible action regarding a Resolution by the City of Lampasas, Texas responding to the application of ATMOS Energy Corporation- MIDTEX Division, to increase rates under the gas reliability infrastructure program; suspending the effective date of this rate application for forty-five days; authorizing the City to continue to participate in a coalition of cities known as “ATMOS Texas Municipalities;” Determining that the meeting at which the Resolution was adopted complied with the Texas Open Meetings Act; making such other findings and provisions related to the subject; and declaring an effective date
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Council member Kuehne moved to approve a Resolution by the City of Lampasas, Texas responding to the application of ATMOS Energy Corporation- MIDTEX Division, to increase rates under the gas reliability infrastructure program; suspending the effective date of this rate application for forty-five days; authorizing the City to continue to participate in a coalition of cities known as “ATMOS Texas Municipalities;” Determining that the meeting at which the Resolution was adopted complied with the Texas Open Meetings Act; making such other findings and provisions related to the subject; and declaring 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 the first reading of an Ordinance amending Appendix A (Fee Schedule) of the City of Lampasas, Texas Code of Ordinances, Chapter 62, Solid Waste, Article III; Billing Rates and Fees related to the collection of Solid Waste; providing for severability and repealer clauses; and providing an effective date.
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Mayor Pro Tem Monroe moved to approve the first reading of an Ordinance amending Appendix A (Fee Schedule) of the City of Lampasas, Texas Code of Ordinances, Chapter 62, Solid Waste, Article III; Billing Rates and Fees related to the collection of Solid Waste; providing for severability and repealer clauses; and providing an effective date, the motion was seconded by Council member Toups and with unanimous vote, the motion carried.

7.9	Discussion and possible action regarding consent to the assignment of the Investment Advisory Agreement with Patterson and Associates to Meeder Investment Management, Inc.
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Mayor Pro Tem Monroe moved to approve the assignment of the Investment Advisory Agreement with Patterson and Associates to Meeder Investment Management, Inc, the motion was seconded by Council member Kuehne and with a unanimous vote, the motion carried.

7.10	Discussion and possible action regarding the 2021 Consumer Price Index (CPI), adjustment to Municipal Telecommunication Right-of-Way access line rates.
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Council member Toups moved to take no action regarding the 2021 Consumer Price Index (CPI), adjustment to Municipal Telecommunication Right-of-Way access line rates, the motion was seconded by Kuehne and with a unanimous vote, the motion carried.

Adjourn- Mayor Pro Tem Monroe moved to adjourn the meeting at 7:45 p.m., the motion was seconded by Council member Kuehne and with a unanimous vote, the motion carried.

PASSED AND APPROVED this _____ day of _____, 2021.

Misti Talbert, Mayor

ATTEST:

Becky Sims, City Secretary