

**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, July 12, 2021
5:30 p.m. Joint Workshop
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 Monroe presiding.

Council Members Present:

Cathy Kuehne
Randy Clark
Chuck Williamson
Zachary Morris
Herb Pearce
Bob Goodart

City Staff Present:

Finley deGraffenried, City Manager
Becky Sims, City Secretary
Yvonne Moreno, Finance Director
Monica Wright, IT Director
Sammy Bailey, Police Chief
Jody Cummings, Assistant Police Chief
Joe Schwartz, Animal Control Officer
Jeffrey Smith, Fire Chief
Lupe Charping, Administrative Secretary
Chris Eicher, Parks Director

Council Members Absent:

N/A

CIP Members Present:

Donnell Rathman
Dianna Hodges
Bob McCauley
Shirley Blake
Chuck Williamson
Herb Pearce

CIP Members Absent:

Neal Leavell
Gail Long

**JOINT WORKSHOP SESSION
MEZZAINE LEVEL**

1. Call to order Joint Workshop Session

Mayor Monroe called the Joint Workshop Session to order at 5:31 p.m.

2. Presentation and discussion of Capital Improvement Committee Report for FY 2022-FY 2027

Finley deGraffenried, City Manager presented the following from the CIP report:

- Funding Statement
 - Role of CIP
 - Project Prioritization
 - Initiation of Projects is vested in City Council
- Definitions
 - #1- Items or Priorities that address Administrative Orders, Violations from State or Federal Agencies, Compliance Issues, Accessibility Issues or items that address Public Health & Safety
 - #2- Items that improve System Efficiency, Public Safety, and Capacity or items that will minimize future operating costs and Economic Development Projects.
 - #3- Items that improve Public Perception, Cultural or Recreational Enhancements or have a positive Visual Impact for the City.
 - #4- Items that may be considered Mayor Maintenance or Repair of Existing Facilities

- Summary Overview
 - Committee held eight (8) meetings since March 2021
 - Recognition of Committee for their input and direction
 - Review of CIP Agendas
 - Items discussed that do not directly relate to Projects or Facilities
 - Frequency of meetings throughout the year
 - Impact of growth related to Public Safety and Utilities (Infrastructure)
 - Joint Meetings with Stakeholders
 - Support of WCID (Flood Control Dams)
 - Impact of Comprehensive Plan
 - Impact of Solar Eclipse
 - Overall Drainage Issues
- Areas of Emphasis
 - Expanded Internet Options, Services and Speed
 - Development and extension of utilities in Phase 1 of Business Park by LEDC.
 - Impacts of growth related to Infrastructure and Public Safety
 - Upgrades to Hostess House, Historic Colored School, and possibility of New Hope Baptist Church as public venues.
 - Implementation and added capacity and mobile functionality for SCADA Technology
 - Support of WCID and their efforts to update Dam No.6 to High Hazard Standards.
 - Develop specific strategies for the implementation of the Comprehensive Plan
 - Wayfinding and consistent branding and promotion of City facilities and tourism attractions
- Public Facilities
 - Review of Public Facilities continues to be a major focus of the CIP Committee. During this past year Council has directed Staff to focus on procurement and design related to the Campbell Park Pavilion and Skate Park, and upgrades to the Hostess House. Bathrooms have been upgraded at the Street/Electric Shop, and doors and windows have been installed at the IT Building.
 - Other areas include, investigation of the New Hope Baptist Church as a complimentary facility to the Historic Colored School, exterior and basement enhancements to the Calvert Municipal Building and to begin planning for a possible Fire Department Sub-Station.
- CIP FY 2021-FY 2025
 - The Committee has identified and programmed 89 projects to meet the needs of the City in the next five (5) years. In addition to the traditional Brick and Mortar, Park, Road and Infrastructure Projects; the report also includes additional categories for Apparatus and Equipment, Planning & Technology Projects. A few of the highlighted projects include street improvements, water looping projects, pre-treatment facility, 580 Sports Park enhancements, Comprehensive Plan, Parks Master Plan, Zoning Regulations, Drainage Projects, SCADA upgrades and Wayfinding Signage.
- Open Discussion:
 - Wayfinding Signage
 - Align signage with logo/color scheme
 - Map of attractions
 - Committee to identify needs
 - Phased Project
 - Powerpoint to Council
 - Eclipse
 - April 8., 2024
 - Lampasas is #3 for places to view the Eclipse
 - In 2017- City similar to Lampasas had over 100,000 visitors during this event
 - RV Parks are already starting to book for the event and some are booked
 - Establish Committee
 - Reach out to other Cities to see how they prepared in the past or preparing now
 - Port-O-Potties, Traffic Control, Fuel, Food, Public Safety

- Market Event- activities, safety glass, t-shirts

3. Adjourn Joint Workshop Session and Convene to Council Chambers

The joint session adjourned at 6:16 p.m., Council took at a 10-minute break before going into the Workshop Session in the City Council Chambers

WORKSHOP SESSION COUNCIL CHAMBERS
--

1. Call to order Workshop Session

Mayor Monroe called the Workshop Session to order at 6:29 p.m.

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

Chief Smith provided the following updates:

- State of Texas Active Cases- 25,684
- Total hospitalized in the State of Texas- 1,961
- 3,814 are completely vaccinated in Lampasas County
- 4,484 have received at least one vaccine

3. Discussion regarding the Final Draft of the City Council Orientation Handbook.

Becky Sims, City Secretary provided the opportunity for Council to provide any additional feedback or comments prior to approval. Council member Clark asked that modifications be made to the color theme of the workbook, Mayor Pro Tem Williamson questions and feedback were addressed.

4. Discussion and debrief regarding Council Work Session.

Finley deGraffenried, City Manager advised that Staff is still preparing and organizing meeting notes from the Work Session. There were several items that still need to be addressed. At this time Staff is seeking Council direction on future meetings to discuss the remaining items; keeping in mind that budget will be a topic item as well going forward. The consensus from Council is to look at another work session opportunity. At the next Council Meeting; proposed meeting dates, times & formats will be provided.

5. Discussion regarding Final Draft Livestock/Fowl Ordinance.

Sammy Bailey, Police Chief advised that the Ordinance has been discussed over the last four (4) months, several Workshop Sessions and one Town Hall Meeting, Staff has engaged the public in obtaining feedback and reached out to those citizens that may be directly affected. The Ordinance has been reviewed by City Attorney, JC Brown and Municipal Prosecuting Attorney, Jackie Baltrun. The areas covered are as follow:

- Prohibited Animals
- Animal Units
- Enclosures/Distance from property
- Animal Density
- Permits
- Exemptions/Exceptions/Waivers

- Penalties
- Grandfathered through January 2022.

6. Discussion regarding FY 2021/2022 Budget.

City Manager deGraffenried advised Council that Staff is not exactly where we normally are at this time of year. We still have work to do, Water and Wastewater Department still needs to be included in overall numbers. Internal department budget reviews will be conducted the week of July 19, 2021. The budget rollout will be ready for the July 26, 2021 meeting. We are tentatively planning for Department Presentations on August 2, 2021. Council will need to approve the budget by the second Monday in September.

7. Discussion regarding any item on the regular agenda

There was no discussion

8. Adjourn Workshop Session

The Workshop Session adjourned at 6:53 p.m. and without objection Council went directly into Regular Session.

REGULAR SESSION

ANNOUNCEMENTS

A. Call to Order

Mayor Monroe called the Regular Session to order at 6:54 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

	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 June 28, 2021
-----	---

Mayor Pro-Tem Williamson 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 June 1,2021- June 30, 2021
3.2	Discussion and possible action regarding the May 2021 Investment Report

Mayor Pro Tem Williamson 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
-----	---------------------------

Chris Eicher, Parks Director presented her annual report to Council that detailed the following:

- Recognized Staff
 - Parks Director- Chris Eicher
 - Parks Secretary- Vicki Tower
 - Parks Superintendent- Jessie Acosta
 - Parks Technician- Dave Paddie, John Grantland, Abel Palacio, Rodney Kepler
 - Cemetery Crew Leader- Duane Griffith
 - Cemetery Care Takers- Jacob Rivera, Josh Palacio
 - Sports Facilities Crew Leader- Vacant
 - Sports Facilities Technicians- Marcial Chapa, Nick Geagley
 - 27 Seasonal Pool Employees
- Over 600 acres of property to maintain
- General Building Maintenance
- Directly involved in over 30 events annually

5.0	ROUTINE MATTERS
5.1	City Manager’s Operational Report

City Manager deGraffenried reviewed his report:

Golf Course Similar to our Parks and the free flow pool, our Golf Course is now seeing a greater regional draw. The draw is due primarily to actions taken during the winter storm event to preserve and protect the greens. Although the pump and controls did experience some damage, repairs were made prior to the spring rains subsiding. Van reports that several central Texas courses had significant damage to their greens and were unable to recover over the spring resulting in increased play in Lampasas.

LEDC The LEDC Board received notice this week of the resignation of President Charlie Pratus. Charlie had served on the Board since his September 2017 appointment by Council. The Board will likely review the resignation and replacement at their July 21 meeting.

Roofs, Etc. A leaky roof at the Police Department, aggravated by the winter storm, was inspected by a TML Risk Pool on June 30th. Their inspection noted damage, other than normal wear and tear, that was covered and compensable under our policy. Although the City will pay out of pocket for depreciation and deductible, approximately \$42,000.00 of the \$53,000.00 expense will be covered. The City has also received notice that the 580 Sports Park sprinkler

controls, recently approved by Council, should be covered for replacement by TML. Staff acknowledges Becky Sims who coordinated with TML and their adjusters to submit claims.

Hidden Oaks Staff have recently met with developers from Hillside Acres who are preparing to commence final platting and utility construction on their 4-acre, 12 lot subdivision. The Planning Commission will review and refer the final plat on August 5th, for Council consideration on August 9th. Per previous discussion, and the Development Agreement, the plat will not be filed until the infrastructure is complete, in place and accepted by the City.

Whataburger Staff is pleased to report the tentative opening for Whataburger is July 15, 2021. Final hood and CO inspection should be conducted next week before doors are unlocked for the public.

5.2 MAYOR’S COMMENTS

Mayor Monroe congratulated the Spring Ho Committee and City Employees for a successful Spring Ho Festival. It was a blessing for the community. She also wanted to recognize Mr. Andy Fish and the Heritage Foundation for a successful Second Street Celebration. Mayor Monroe also wanted to comment on the Planning Session; she thanked Staff for putting it together. She wanted to reiterate the importance of transparency in decision making and the importance of doing what is in the best interest of the community. She was disappointed at the in-depth discussions regarding items that were already in motion by Council. Workshop is the opportunity to discuss items and each should feel comfortable with the decisions that are made. We have the responsibility to ask questions. Please let her know if Council needs anything. We are on Council because the citizens voted for us. She looks forward to working with everyone on the current projects and the new projects that are coming our way. She is available should anyone need her for anything.

6.0 UNFINISHED BUSINESS

There was no unfinished business.

7.0 NEW BUSINESS

7.1 Discussion and possible action regarding the Request for Proposal seeking qualified commercial prospects to build, expand or relocate their business to the Lampasas Industrial Park

Council member Clark would like a review of the Industrial Park activity on an annual basis. Mayor Monroe, and Council members Morris and Pearce volunteered to be part of the review committee

Council member Morris moved to approve the Request for Proposal, Mayor Pro-Tem Williamson seconded the motion and with a unanimous vote the motion carried.

7.2 Discussion and acknowledgement of the Capital Improvement Program Committee (CIP) report for FY 2022- FY 2027

Council member Clark moved to acknowledge the CIP Report for FY 2022-2027, the motion was seconded by Council member Kuehne and with a unanimous vote, the motion carried.

7.3 Discussion and adoption of the City Council Orientation Handbook that includes the Governance Policy.

Mayor Pro Tem Williamson moved to adopt the City Council Orientation Handbook that includes the Governance Policy, the motion was seconded by Council member Morris and with a unanimous vote, the motion carried.

7.4	Discussion and possible action regarding the first reading of an Ordinance amending Chapter 10, Animal Code, Article III, "Livestock" Sections 10-145 thru Sections 10-175 of the Lampasas Code of Ordinance.
-----	---

Council member Kuehne moved to approve the first reading of an Ordinance amending Chapter 10, Animal Code, Article III, "Livestock" Sections 10-145 thru Sections 10-175 of the Lampasas Code of Ordinance, the motion was seconded by Council member Pearce and with a unanimous vote, the motion carried.

Council member Kuehne moved to adjourn into Executive Session at 7:16 p.m.; the motion was seconded by Mayor Pro Tem Williamson 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:

8.0	EXECUTIVE SESSION ITEMS
8.1	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
8.2	Adjourn executive session and reconvene Regular Session

Council reconvened into Regular Session at 8:00 p.m.

REGULAR SESSION

9.0	ACTION ON EXECUTIVE SESSION
9.1	Discussion and possible action concerning item posted and discussed by Council in Executive Session

There was no action taken in Executive Session

Mayor Pro Tem Williamson moved to adjourn the meeting at 8:00 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.

TJ Monroe, Mayor

ATTEST:

Becky Sims, City Secretary