

**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, August 23, 2021
5:30 p.m. Workshop Session
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:

Herb Pearce
Randy Clark
Bob Goodart
Chuck Williamson
Zachary Morris

City Staff Present:

Finley deGraffenried, City Manager
Yvonne Moreno, Finance Director
Becky Sims, City Secretary
Jeffrey Smith, Fire Chief
Monica Wright, IT Director
Sammy Bailey, Police Chief
Jody Cummings, Assistant Police Chief
Shanda Subia, Library Director

Council Members Absent:

Cathy Kuehne

WORKSHOP SESSION

1. Call to order Workshop Session

Mayor Monroe called the Workshop Session to order at 6:07 p.m.

2. Discussion and presentation from Paul Wilborn, WCID

Mr. Wilborn was not in attendance; this presentation will be rescheduled.

3. Discussion and presentation from Mark Storm, Hill Country 100 Club.

Mr. Storm, representing the Hill Country 100 Club Board of Directors provided Council with an overview of the organization. The Hill Country 100 Club is a non-profit organization who provides services to family members of First Responders who have been injured or killed in the line of duty. They support Lampasas, Burnet, Blanco & Llano Counties. Heroes are ordinary people who do extraordinary things. This organization is made up of volunteers from the Community and Businesses who understand the sacrifice of the daily walk of First Responders. The mission statement of the Hill Country 100 Club is "Caring for those who Serve & Protect us." The goal of this organization is to provide aid within 48 hours to loved ones. This organization relies on the generosity of the community to provide this service. They are asking the City of Lampasas for a monetary donation in the amount of \$3,000.00.

4. Discussion and progress updates from Nextlink

Chris Huffman, Area Manager Provided presented the following:

- Nextlink was founded in 2012
- Customers in 6 states, 70,000 subscribers, 700 employees, 1200+ towers
- CAF II Funding (Connect America Funding)
 - \$281M awarded to provide broadband to underserved rural customers across 6 states
- 590 City of Lampasas Pole Attachments
- 15.94 Miles Built
- 405 Households Passed
 - 31-Fawn Acres

- 42-Horeshoe Bend
- 121-Stone Valley
- 101-West Key Avenue
- 110-East Key Avenue
- 23 Nextlink Employees in Lampasas
- 7 Nextlink Employees on their Fiber Construction Team
- Estimated Completion Date for City of Lampasas – August 6, 2022
- Downtown (CBD)
 - Construction Completed August 6, 2021
 - Splicing and Testing Underway
 - Project Release Date September 13, 2021
 - 347 New Homes/Businesses Available
- West Lampasas Neighborhoods
 - Lampasas Spring
 - Start Date: August 30, 2021
 - North Lampasas Spring
 - Start Date: October 11, 2021
 - West Lampasas
 - Start Date: December 7, 2021
 - Total Houses 1274
 - Total Complete 68%
- Council Discussion
 - High Speed Internet
 - Towers in neighborhoods
 - Differences between Suddenlink and Nextlink
 - Contact Information- how citizens know when service is ready to be activated in area
 - Pole Attachment Agreement
 - Business Park Availability
 - Line of Sight vs. Fiber

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

Chief Smith provided the following updates:

- State of Texas Active Cases- 252,509
- Total hospitalized in the State of Texas- 13,000
- Total hospitalized in Trauma Service Area L-330
- Lampasas County Total Cases- 215

State Guard will host COVID vaccination clinic at the Lampasas Fire Department September 1, 2021 9:00 a.m. to 4:00 p.m.

6. Discussion regarding FY 2021-2022 Budget Modifications
Recap from Special Budget Meeting held on August 16, 2021

Status

- Includes 2 FTE, with start dates TBD
- Revenue budgeted conservatively
- Approximately \$10,000.00 in contingency after modifications
- Unspent, but budgeted, expense for paving moved to FY 2022 to complete E Third
- Public Works Director position to be reviewed after hiring ACM. Staff is confident, based in part to conservative budgeting, that the position could be funded mid-year if needed.
- Review and consider utility rates in September

Tax Rate

- FY 2021 Rate \$0.395218
- FY 2022 No New Rate \$0.3217
- FY 2022 Voter Approval Rate \$0.353

Remaining Work

- Public Hearing on FY 2021-2022 Budget
- Consideration of a Proposed Tax Rate. Staff recommends a proposed rate of \$0.3370/\$100
- Consideration of setting a Public Hearing on the Tax Rate for September 7th at 5:30 p.m.
- September 13th First reading of the Ordinance approving FY 2021-2022 Budget and Tax Rate
- September 27th Second reading of the Ordinance approving FY 2021-2022 Budget and Tax Rate
- Budget Background, Budget by Minor Account if requested
- Continuation of Pavilion, Skate Park, Hostess House, Hanna Spring Fencing, and Wayfinding Program
- Utility Rates

Additional Discussion

- Hill Country 100 Club Funding Available
- Recommendation to include Public Works Director Funding for partial year if determined necessary.
- Broaden scope for Assistant City Manager Position

7. Discussion and updates regarding Advisory Board Annual Renewals/Vacancies.

Becky Sims, City Secretary advised Council of the following

- 33 Board Terms Expiring in September
- 3 current vacancies
- 3 of the 33 have opted not to renew their term
- 13 renewal applications have been received
- 2 newly interested citizens
- 7 applications from 2020 whom were not appointed due to board availability
- Modification to Governance Policy to allow Council latitude with regards to those whom have served more than six- year terms.

8. Discussion regarding any item on the regular agenda

There was no discussion

9. Adjourn Workshop Session-

Council member Clark moved to adjourn workshop at 6:32 p.m.; Mayor Pro Tem Williamson seconded the motion and with a unanimous vote, the motion carried.

Council took a 10-minute break before going into Regular Session

REGULAR SESSION

ANNOUNCEMENTS

A. Call to Order

Mayor Monroe called the Regular Session to order at 6:43 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

- Service Recognition
 - James Allen- Golf Course- 25 years
 - Shirley Elders- Public Works- 15 years
 - Sue Rowe- Police Department- 10 years

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.
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There were no citizen comments

1.3	Public Hearing to receive citizen input on items to be considered in the Proposed Budget for the Fiscal Year 2021-2022
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Mayor Monroe opened the public hearing at 6:51 p.m. for citizens comments relating to the Proposed Budget; with no citizens present the public hearing was closed.

2.0	MINUTES
2.1	Discussion and possible action concerning approval of minutes of the Special Session Budget Workshop held on August 2, 2021

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

2.2	Discussion and possible action concerning approval of minutes of the Regular Meeting on August 9, 2021
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Mayor Pro-Tem Williamson moved to approve the minutes as presented, the motion was seconded by Council member Morris 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 for a Specific Use Permit for property described as Lot 7-8, part of lot 6, Block 66 of the Lampasas Springs Company 1 st Addition, commonly known as 607 W 1 st Street, Lampasas, Texas Lampasas County to allow for an Accessory Dwelling in an area zoned Single Family Residential-10 "SF-10"

Council member Clark moved to approve the consent agenda as presented, the motion was seconded by Mayor Pro Tem Williamson 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. Utility Billing and Collections Monthly Report 9. Public Works Monthly Report for Electric, Streets, Water/Wastewater 10. Police Department Monthly Report 11. Building Official Monthly Report 12. Economic Development Monthly Report

Chief Smith presented his annual report to council.

- 1066 Calls within the City Limits
 - 827 EMS calls
 - 239 Fire
- Response time: 4:43 average
 - 1:28 average from tone to drive
- 134 calls that overlap an existing call
- 390- Responses to Lampasas County
 - 184 EMS calls
 - 206 Fire
- Daily Roll Call, Equipment Check, Training, Work-Out
- Average 3 calls per day
- Training
 - Shift
 - Individual
 - Onsite/Offsite
 - Training requirements during the day/night
 - YouTube Training
 - Online Continuing Education Training

5.0	ROUTINE MATTERS
5.1	City Manager's Operational Report

City Manager deGraffenried reviewed his report:

- Pre-Treatment** As mentioned to Council previously, staff and City consulting engineers, will meet, virtually, with engineers representing Ajinomoto Foods North America (“AFNA”) regarding updates to the pre-treatment and loading mitigation project on August 26th. Jason Jones has provided both parties discussion topics including on-site interceptor sizing and effectiveness, operation and maintenance (“O&M”) costs for SAF/DAF units, and facility requirements including headworks and solids handling. Although it has taken two years to get to this point, staff is hopeful a project can be defined in the next several months.
- BRA Agreement** The Central Texas Water Supply Corporation (“CTWSC” or “Central Texas”) Board of Directors will be considering a three party agreement on August 24th, to draw, meter, and treat water for the City of Lampasas under the City’s Brazos River Authority (“BRA”) contract for system water. As outlined in the CTWSC and Kempner Water Supply Corporation (“KWSC” or “Kempner”) contract, CTWSC is required to renew and extend any contracts that do not align with their contract term, 2084. Moreover, BRA has made the inclusion of CTWSC on the City’s system water contract a requirement. Based on assurance from CTWSC’s counsel, staff is hopeful the CTWSC Board will approve inclusion on the BRA contract.
- LEDC** The Lampasas Economic Development Corporation (“LEDC”) will meet on August 18th, after the publication of this Memo, however; staff does take the opportunity to review selected agenda items. The Board will review several items related to the Business Park including a bidding and construction administration amendment for the development of infrastructure, roads and drainage as previously approved by Council; and will also review land use regulations and covenants. The process for identifying specific zoning districts in the Business Park was stopped in 2017 due to specific needs of a food processing facility that was investigating the site. As construction begins, staff anticipates an increase in the number of local and regional business inquiries regarding locating to the Business Park.
- Dolly Parton** That should have gotten your attention. Shanda reports, that through the efforts of the Library Foundation and Judy Lansford, the Lampasas Public Library is listed as a Local Champion for Dolly Parton’s Imagination Library. This is a wonderful program. Started in 1995 by Dolly Parton, the program provides children, up to 5 years old, an age-appropriate book, mailed directly to their home, at no charge each month. The Local Champion/Affiliate contributes to the program to defray some of the costs, and assists in enrolling kids. Through July 2021, the program has gifted over 163 million books to children.
- As of August 27, 2021, 233 children have been enrolled in the program.*
- Eclipse** City and County officials, along with Chamber of Commerce and other interested parties will meet on August 25th at 10:30 a.m. in the Courthouse to discuss plans for the upcoming total eclipse, passing over Lampasas April 8, 2024. The City’s primary focus relates to public safety, traffic and utilities. Other plans related to education,

entertainment and vendors will likely be undertaken by other entities. Lampasas will have one of the longest periods of totality attracting a large number of out of town viewers.

- Sales Tax August receipts, based on June sales, indicate continued growth in local retail and taxable sales. The Comptroller reports Lampasas sales tax payments are 16.6% better than August 2020 or \$33,796.57 over previous year. Year to date payments also indicate a 22.53% increase, or \$317,001.70 more than the same time last year.
- Website Monica and her team, with Mandy Walsh, will be reviewing and preparing content, copy, visuals and access for an upgrade to the City and LEDC website starting with a kick-off meeting November 8th. The process will proceed through 5 phases and be concluded with a go live date approximately 6 months after project initiation.
- Staff Staff would like to recognize the following employees who began their City of Lampasas careers in August. Lupe Charping, 14 years; Shirley Elders, 15 years; Sue Rowe, 10 years; Kasey Schwartz, 12 years; Aaron Weiser, 8 years; and James Allen, 25 years.

5.2	MAYOR'S COMMENTS
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Mayor Monroe thanked City Manager deGraffenried, Staff & Council for their work on the FY 2021/2022 Budget

6.0	UNFINISHED BUSINESS
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There was no unfinished business.

7.0	NEW BUSINESS
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Without objection Mayor Monroe moved to Item 7.5.

7.5	Discuss and consider a proposal from Jones-Heroy & Associates, Inc. for continued review, assessment and negotiation on Pre-Treatment and WWTP options in an amount not to exceed \$12,000.00.
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Council member Clark removed himself from the dais during this item.

Mayor Pro Tem Williamson moved to approve the proposal from Jones-Heroy & Associates, Inc. for continued review, assessment and negotiation on Pre-Treatment and WWTP options in an amount not to exceed \$12,000.00, the motion was seconded by Council member Pearce and with a unanimous vote, the motion carried. (Clark abstained, Kuehne absent)

7.1	Discussion and possible action regarding the second reading of a Resolution of the City Council of the City of Lampasas approving the Resolution of the Board Members of the Lampasas Economic Development Corporation authorizing an Economic Development Project and a loan in the amount not to exceed \$1,500,000.00; a Sales Tax remittance agreement between the City and the Corporation resolving either matters incident and related to the loan; and the Authority of the Mayor to execute, on behalf of the City, a general certificate of the City and the Sales Tax remittance agreement.
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Mayor Pro Tem Williamson moved to approve the second reading of a Resolution of the City Council of the City of Lampasas approving the Resolution of the Board Members of the Lampasas Economic Development Corporation authorizing an Economic Development Project and a loan in the amount not to exceed

\$1,500,000.00; a Sales Tax remittance agreement between the City and the Corporation resolving either matters incident and related to the loan; and the Authority of the Mayor to execute, on behalf of the City, a general certificate of the City and the Sales Tax remittance agreement, the motion was seconded by Council member Clark and with a unanimous vote, the motion carried. (Kuehne absent)

7.2	Discussion and approval of the Lampasas County Chamber of Commerce & Visitor Center Agreement for FY 21/22
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Mayor Pro Tem Williamson moved to approve the Lampasas County Chamber of Commerce & Visitor Center Agreement for FY 21/22, the motion was seconded by Council member Clark and with a unanimous vote, the motion carried. (Kuehne absent)

7.3	Discussion and possible action concerning the Proposed Tax Rate upon all property subject to taxation within the City of Lampasas, Texas for the 2021 Tax Year for the use and support of the Municipal Government of the City of Lampasas for the Fiscal Year beginning October 1, 2021 and ending September 30, 2022; 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.
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Council member Clark moved to approve the Proposed Tax Rate upon all property subject to taxation within the City of Lampasas, Texas for the 2021 Tax Year for the use and support of the Municipal Government of the City of Lampasas for the Fiscal Year beginning October 1, 2021 and ending September 30, 2022; 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, the motion was seconded Council member Morris and with a unanimous vote, the motion carried. (Kuehne absent)

A roll call vote was taken.
 Council Member Clark- Aye
 Mayor Pro Tem Williamson-Aye
 Mayor Monroe- Aye
 Council Member Morris-Aye
 Council member Pearce- Aye
 Council member Goodart- Aye

7.4	Discussion and possible action concerning the scheduling of one public hearing regarding the Proposed Tax Rate upon all property subject to taxation within the City of Lampasas, Texas for the 2021 Tax Year for the use and support of the Municipal Government of the City of Lampasas for the Fiscal Year beginning October 1, 2021 and ending September 30, 2022; 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.
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Council member Clark moved to schedule one public hearing on the proposed tax rate for Tuesday, September 7, 2021 at 5:30 p.m. and the meeting to vote on the tax rate will be Monday, September 13, 2021 at 6:00 p.m., the motion was seconded by Council member Morris and with a unanimous vote, the motion carried. (Kuehne absent)

7.6	A Resolution of the City Council of the City of Lampasas, Texas authorizing the Mayor of the City of Lampasas to sign an agreement to contribute funds to relocate, remove and/or adjust utilities and for the cost for acquisition of certain right of way on US 281 S from US 183 to Burnet County Line with the Texas Department of Transportation. The project requires a minimum 10% local funding match and the City has allocated the amount of \$39,640.50; thereby 10% local matching funds of the total project estimate of \$396,405.00.
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Mayor Pro Tem Williamson moved to approve a Resolution of the City Council of the City of Lampasas, Texas authorizing the Mayor of the City of Lampasas to sign an agreement to contribute funds to relocate, remove and/or adjust utilities and for the cost for acquisition of certain right of way on US 281 S from US 183 to Burnet County Line with the Texas Department of Transportation. The project requires a minimum 10% local funding match and the City has allocated the amount of \$39,640.50; thereby 10% local matching funds of the total project estimate of \$396,405.00, the motion was seconded by Council member Clark and with a unanimous vote, the motion carried.

Council member Morris moved to adjourn the meeting at 7:26 p.m., the motion was seconded by Council member Clark and with a unanimous vote, the motion carried.

PASSED AND APPROVED this _____ day of _____, 2021.

TJ Monroe, Mayor

ATTEST:

Becky Sims, City Secretary