

**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, September 27, 2021
5:30 p.m. Joint 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
Cathy Kuehne
Zachary Morris

Council Members Absent:

N/A

Airport Advisory Board Present:

George Elsea (joint session only)
Mike Watson
Ken Cattles (joint session only)
John Fingerhut (joint session only)
Robert Lansford (joint session only)

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
Chris Eicher, Parks Director
Vicki Tower, Parks Secretary
Flint Geagley, Electric Superintendent
Thomas Kelley, Apprentice Lineworker III
Garrett Bradley, Police Officer
Tania Baines, Library Clerk
Shanda Subia, Library Director
Van Sims, WWW Operations Manager
Stephen Sewell, Plant Operations Supervisor
Mandy Walsh, EDC Director

JOINT WORKSHOP SESSION WITH AIRPORT ADVISORY BOARD

1. Call to order Joint Workshop Session

Mayor Monroe called the Joint Workshop Session to order at 5:30 p.m.

2. Discussion regarding Airport Projects, available funding, and timeline.

Finley deGraffenried, City Manager advised purpose of meeting is to provide opportunity to discuss available TxDOT funding and support, airport CIP projects, as well as project priorities.

Chris Eicher, Parks and Recreation Director advised that they have no current project updates. The fuel pump is still down due to compatibility issues but hopeful it will be working soon. Staff is waiting on circuit board and wiring diagrams.

Ben Breck, TxDOT Aviation Planner; his primary role is project management and funding. He advised that funding is tight and projects have to be programmed ahead of time.

Mayor Monroe inquired about funding from TxDOT; if the City doesn't use the funding does the City lose the funding. Currently there are a couple of draft projects but nothing in CIP. If the funds are not used by year four \$150,000.00 drops off, then \$150,000.00 is added back the following year.

Ken Cattles, Airport Advisory Chair advised that the Airport is just as important as City streets, its part of our transportation system. It is a benefit for our community. If we don't use the entitlement funds from TxDOT others will; the last hangar was right around \$600,000.00. The Cities contribution is 10%.

Mayor Monroe inquired about the cost of a hangar. Mr. Breck advised that the max TxDOT can fund is \$600,000 and that is not much of a hangar with material/construction costs. A previous project for 3 T-Box hangars was close to \$800,000.00.

Council member Clark inquired about land at the Airport to house additional hangars. Mr. Eicher advised that there are 200 acres available to develop; however, this would be designed by TxDOT. Mr. Clark inquired about capacity. The hangars are currently full, with 55 waitlisted.

Council member Kuehne asked Mr. Breck for his suggestions on how to utilize the funding, the airport looks great and while he is not against building a hangar the City would not benefit as much due to the current costs to build. He recommended private investors or private leasing. The funding can go to any project that is programmed.

Mr. Lansford advised that about 10 years ago they built hangars for \$600,000.00 and the 10% match was recouped in 3-4 years.

Mr. Cattles advised that other Airports do lease agreements for 20-30 years and after the term is met then the City owns the hangar.

Mr. Breck advised TxDOT needs a Letter of Interest from the City identifying project priorities, whether it be an airport terminal, hangar, runway extension etc.

Mr. Lansford recommended to start with a new Airport Master Plan.

Mr. Breck advised planning studies can be covered by TxDOT funding.

3. Adjourn Joint Session and convene Regular Workshop Session

Mayor Pro Tem Williamson moved to adjourn the joint workshop session at 6:05 p.m., the motion was seconded by Council member Clark and with a unanimous vote, the motion carried.

Council took a 10-minute break

WORKSHOP SESSION

4. Call to order Workshop Session

Mayor Monroe called the workshop session to order at 6:18 p.m.

5. Discussion and updates related to COVID-19 Pandemic

Chief Smith provided the following updates:

- State of Texas Active Cases- 262,786
- Total hospitalized in the State of Texas- 9,719
- Total hospitalized in Trauma Service Area L-188
 - 46- ICU
 - 4- Pediatric patients
- Lampasas County Total Cases- 381

6. Discussion regarding Night Skies Initiatives.

Mr. Watson took this opportunity to explain how Cities and citizens can support Night Skies.

- Light Pollution- Dimming Stars
- Trespass- keeping light from neighbors' property
- Replacement of lights
- Light Sources- (reflector, light fixtures)
- Using timers, motion detectors
- Only use the brightness that you need/warmer colors
- Not visible above horizon
- *Implementation*
 - Publish City Position
 - Walk the Talk
 - Actively Promote
 - Provide recognition to those that support the initiative
 - Periodically review business/residential lighting
 - Regulate/incorporate initiative in Building Codes/Process
- *Benefits*
 - Improves Quality of Life
 - Wild Life
 - Saves money

7. Discussion regarding the request of use of Guthrie Funds for Imagination Library Program.

Judy Lansford, Guthrie Committee Chair wanted to take this opportunity to invite Council to visit the fabulous City library. She advised about six months ago a donation was made to the library in memory of their parents with specific instructions. The Library Foundation being a 501c3 organization was the receiver of the monetary donation. The donation was put towards the Dolly Parton Imagination Library for children ages birth – 5 years old who reside in the City of Lampasas and the City of Lometa. The response to this program has been overwhelming. The cost per child is \$25 per year. At this time there have been close to 450 children signed up for this program. There are 37 cities in Texas that are part of this program. This is a great opportunity for Lampasas to be part of this program. Mrs. Lansford is asking on behalf of the Guthrie Committee for Council consideration to use funds as Tracie Guthrie would have approved for this wonderful program.

Dr. Rascoe spoke on behalf of the Dolly Parton Imagination Library. There is no greater joy than to see children excel in reading. This opportunity will help and benefit many children.

8. Discussion regarding any item on the regular agenda

There was no discussion.

9. Adjourn Workshop Session

Mayor Pro-Tem Williamson moved to adjourn the workshop session at 6:46 p.m., the motion was seconded by Council member Clark and with a unanimous vote, the motion carried.

Without objection Council went directly into Regular Session

REGULAR SESSION

ANNOUNCEMENTS

A. Call to Order

Mayor Monroe called the Regular Session to order at 6:47 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

- Fire Prevention Week- October 3-9, 2021
- Service Recognition
 - Thomas Kelley- Electric Department- 5 years
 - Garrett Bradley- Police Department- 5 years
 - Vicki Tower- Parks Secretary/HR Coordinator- 5 years
 - Tania Baines- Library- 5 years
- Achievement Recognition- Stephen Sewell
 - Mr. Sewell recently received his Class A Wastewater Treatment Plant License

	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

2.0	MINUTES
2.1	Discussion and possible action concerning the approval of minutes of the Regular Meeting held on September 13, 2021

Mayor Pro-Tem Williamson 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 concerning the second reading of an Ordinance regarding the approval of the Public Safety Quarantine Leave Policy as mandated by H.B. No. 2073.
3.2	Discussion and possible action concerning the second reading of an Ordinance regarding the approval of the Mental Health Leave for Peace Officer Policy as legislated by the State of Texas, S.B 1359.

3.3	Discussion and possible action regarding the second reading of an Ordinance amending Chapter 78, Traffic and Vehicles, Section 78-219 (a) No Parking Zones, to include in Section 78-219 (a) no parking on both sides of South Highway 183 from south of U.S. East 190 A/K/A Central Texas Expressway and E.E. Ohnmeiss Drive to the southernmost corporate city limits.
3.4	Discussion and possible action regarding the second reading of an Ordinance amending electric rates.

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

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

Mandy Walsh, Economic Development Director presented the EDC Annual Report

The following is an overview of the information presented:

LEDC Mission- To enhance economic opportunities and quality of life for our citizens through strategic business retention and attraction.

LEDC Vision- To be recognized as a thriving community with diverse economic opportunities while maintaining our excellent quality of life.

What is Community and Economic Development?

- Business Retention & Expansion
 - Resource Assistance
 - Incentive Programs
- Business Recruitment & Redevelopment
 - Research & Marketing
 - Incentive Programs
- Quality of Life Initiatives
 - Downtown Development
 - High Speed Internet

LEDC is funded by a quarter-cent sales tax.

- Lampasas Business Park Recruitment
- Research & Development
 - Light Manufacturing

- Information Technology
- Distribution
- Retail

New Businesses

- Approximately 17 new businesses have opened in the past 12 months

Job Fair

- 30 hiring business
- 80+ job seekers

Workforce Data & Trends

Business Retention & Expansion Efforts

Life Safety Grant Recipients

- Heritage Funeral Home
- The Doghouse
- The Cherry on Top

Business Workshops

New Development/Business Expansions

Training & Networking

Community Development Institute (CDI)

- Professional Community & Economic Developer (PCED)

5.0	ROUTINE MATTERS
5.1	City Manager’s Operational Report

City Manager deGraffenried reviewed his report:

EDC Meeting The Lampasas Economic Development Corporation met on September 15th and reviewed financial statements to date as well as provided comment to staff regarding the Director’s performance. In line with receipts for the City, sales tax collection for the Corporation, October through September, totaled \$422,531.71; \$112,531.71 better than annual plan. The Corporation also reviewed previous year’s support of organizations, and will consider requests this coming year on a case by case basis, due to increased needs of the life/safety grant program and business park infrastructure.

Code Update Meeting A Town Hall meeting was conducted on September 16, 2021 related to building, electric and plumbing code updates for the City. Over 30 individuals attended representing trades, development interests, real estate and staff. The purpose of the meeting was to review changes in the City’s current Codes, to upgraded 2021 versions. The City is currently operating under the 2012 International Residential, Building and Plumbing Codes; the 2014 National Electric Code; and the 2015 Energy Code. Staff will continue to gather feedback and discuss possible amendments with the Construction Board of Adjustment and Appeal prior to formal consideration by Council this winter.

- 281 South On September 17th, after discussion on the 281 South project with Council on the 13th, staff met with representatives from TxDOT regarding the route for access to the Hostess House and Hancock Pool. After reviewing the site, and in light of the recent loss of a large oak, staff and TxDOT felt a route could be identified that may limit the number of removals to one or two trees. Additionally, staff also confirmed the access and replacement of benches and tables would be included in the TxDOT contract.

- Comp Plan Tentatively, staff is planning on placing implementation of the Comprehensive Plan on the October 11th agenda for Council discussion. The implementation kick-off could realistically be discussed at least once per meeting over several months to review short term priorities and precise steps required to accomplish objectives. Staff has already discussed some short-term objectives with individual Council members including additional collaboration with the County and other agencies for emergency management, and building our capacity to provide resources to property owners to mitigate code or maintenance issues.

- Substation On September 21st staff met with LCRA representatives regarding upgrades to the Lampasas Substation that were discussed with Council during budget preparation. The expansion will begin in March after a cut in from a rebuilt transmission line. At this time, the City is expecting to conduct the plan review and permitting, where required, on the project; and utilize third party review if necessary. LCRA has indicated construction will be done by in-house crews.

- Sulphur Creek Risking a possible jinx, staff is hopeful that a pond/water management company, recently contacted by the Park Director, may have the experience, expertise, and product to eliminate milfoil in Sulphur Creek. After lengthy discussion, the company was able to determine frequency and cost of application, which was well within budget. At the direction of staff, a permit application was submitted and approved by TPWD this week. The first application will be done this fall.

- Vaccines City staff is keeping a close eye on implementation (or not) of mandated COVID-19 vaccinations and/or testing. Although the Governor’s current order prevents mandated vaccinations, staff is pro-actively gathering information from municipal and health care sources that indicate there is a possibility of some level of compliance. Many questions remain regarding costs, time off, and record keeping that will need to be answered prior to any level of implementation.

- Staff Staff is pleased to acknowledge employees who began their City of Lampasas careers in September: Fidel Morua, 16 years; Raymond Roberts, 24 years; Kristy Acevedo, 4 years; Thomas Kelley, 5 years; Garrett Bradley, 5 years; Jody Cummings; 29 years; Vicki Tower, 5 years; Monica Wright, 16 years; Tania Baines, 5 years.

5.2	MAYOR’S COMMENTS
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There were no Mayor Comments.

6.0	UNFINISHED BUSINESS
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There was no unfinished business.

7.0	NEW BUSINESS
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7.1	Discussion and possible action regarding Resolution in support of Night Skies Initiative
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Council member Kuehne moved to approve the Resolution, the motion was seconded by Council member Morris and with a unanimous vote, the motion carried.

7.2	Discussion and possible action concerning the second reading of an Ordinance approving and adopting a Budget for operating the Municipal Government of the City of Lampasas for the fiscal year beginning on October 1, 2021 and ending on September 30, 2022; appropriating money for the various funds and purposes of such budget including appropriations of money to pay interest and principal sinking fund requirements on all indebtedness; providing a severability clause; providing a repealer clause for the repeal of all Ordinances and appropriations in conflict with the provisions of this Ordinance; and establishing an effective date.
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Council member Clark moved to approve the second reading of an Ordinance approving and adopting a Budget for operating the Municipal Government of the City of Lampasas for the fiscal year beginning on October 1, 2021 and ending on September 30, 2022; appropriating money for the various funds and purposes of such budget including appropriations of money to pay interest and principal sinking fund requirements on all indebtedness; providing a severability clause; providing a repealer clause for the repeal of all Ordinances and appropriations in conflict with the provisions of this Ordinance; and establishing an effective date.

Role Call Vote

- Mayor Monroe- Aye
- Mayor Pro Tem Williamson- Aye
- Council member Morris- Aye
- Council Member Goodart- Aye
- Council Member Kuehne- Aye
- Council Member Clark Aye
- Council Member Pearce- Aye

7.3	Discussion and possible action concerning the second reading of an Ordinance setting the Tax Rate and levying a tax 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 for the City of Lampasas; and establishing an effective date
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Mayor Pro Tem Williamson moved to approve the second reading of an Ordinance setting the Tax Rate and levying a tax 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, the motion was seconded by Council member Clark and with a unanimous vote, the motion carried.

Role Call Vote

- Council Member Goodart- Aye
- Council Member Kuehne- Aye
- Mayor Monroe- Aye
- Mayor Pro Tem Williamson- Aye

Council Member Morris- Aye
Council Member Clark Aye
Council Member Pearce- Aye

7.4	Discussion and possible action regarding ratifying the Property Tax Revenue increase reflected in the Fiscal Year 2021-2022
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Mayor Pro Tem Williamson motioned to approve the ratification of the property tax revenue increase reflected in the Fiscal Year 2021-2022 Budget, the motion was seconded by Council member Clark and with a unanimous vote, the motion carried.

Roll Call Vote

Council Member Clark Aye
Council Member Pearce- Aye
Mayor Pro Tem Williamson- Aye
Mayor Monroe- Aye
Council Member Goodart- Aye
Council Member Kuehne- Aye
Council member Morris- Aye

7.5	Discussion and possible action request of use of Guthrie Funds for Imagination Library Program
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Mayor Pro Tem Williamson moved to approve the use of Guthrie Funds in the amount of \$28,000.00 for the Dolly Parton Imagination Library, the motion was seconded by Council member Kuehne and with a unanimous vote, the motion carried.

7.6	Discussion and possible action regarding request from the Lampasas County Chamber of Commerce for Hotel Occupancy Tax funds in the amount of \$1,286.00 for advertising expenses related to the Hunters Tourism Promotion from dove season through bow and rifle season September 2021 - January 2022, and event expenses for the Hunters Welcome event on November 5, 2021.
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Council member Morris moved to approve Hotel Occupancy Tax funds in the amount of \$1,286.00 for advertising expenses related to the Hunters Tourism Promotion, the motion was seconded by Council member Kuehne and with a unanimous vote, the motion carried.

7.7	Discussion and possible action to consider declaring a 2003 Ford Expedition as surplus and allow staff to dispose of as State Law allows.
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Mayor Pro Tem Williamson moved to declare the 2003 Ford Expedition as surplus and allow staff to dispose of as State Law allows, the motion was seconded by Council member Clark; Mayor Monroe opened the floor for questions, Council member Clark asked that a minimum bid be placed on the vehicle and with a unanimous vote, the motion carried.

Adjourn into Executive Session

Mayor Pro-Tem Williamson moved to adjourn into Executive Session at 7:40 p.m., Council member Clark seconded the motion 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:

Section 551.086 (Relating to the authority of public power utility governing bodies to deliberate regarding competitive matters) – Utilities

Adjourn Executive Session and reconvene Regular Session

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

REGULAR SESSION

Discussion and possible action concerning items posted and discussed by Council in Executive Session

No action taken

Adjourn

Council member Morris moved to adjourn the meeting at 8:01 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