

**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, November 8, 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
Chris Eicher, Parks Director
Van Sims, WWW Operations Manager
Mandy Walsh, EDC Director

Council Members Absent:

Cathy Kuehne

WORKSHOP SESSION

1. Call to order Workshop Session

Mayor Monroe called the workshop session to order at 5:30 p.m.

2. Discussion and updates related to COVID-19 Pandemic

Chief Smith provided the following updates:

Active cases in the State of Texas- 76,594

New cases in the State of Texas- 1,044

Hospitalizations across the State- 2,801

Active cases in Lampasas County- 38

Lampasas County Fatalities- 66

Hospitalizations in Trauma Service Area L- 41

- 31- hospitalized adults
- 8- adults in ICU (12 patients on ventilators)
- 2- Pediatric Cases

Lampasas County Vaccinations

- At least one shot- 10,047
- Fully vaccinated- 8,763

3. Discussion regarding review of short-term goals of the Comprehensive Plan Implementation.

Finley deGraffenried, City Manager reviewed Elements 5 & 6 goals and action steps:

ELEMENT 5: MOBILITY

GOAL 5

Plan the City's transportation system to reduce congestion and traffic conflicts, accommodate growing travel demand, and incorporate quality of life amenities.

ELEMENT 6: COMMUNITY FACILITIES & SERVICES

GOAL 6

Provide high quality facilities and services which create a healthy, safe, and well-educated community.

Element 5.1.4 Short Term Objectives

-Consider available opportunities to establish new truck route ordinance to reroute truck traffic away from Main Street

Action Steps

- Establish working group for downtown traffic issues including TxDOT, City staff, Police Chief, Fire Chief, and major businesses that receive frequent and normal shipments
- Assess need for additional, and effective, signage directing through traffic to US 190
- Review enforcement options
- Participate with, and report on, TxDOT's efforts to assess relief route options and timeline.

Element 5.3.2 Short Term Objectives

-Connect the City's network of natural springs through a citywide greenbelt

Action Steps

- Identify stakeholders including downtown residents, Park Board, and interested business and property owners
- Conduct walking tour to identify options, obstacles, and possible resources
- Identify transition areas, and needed wayfinding signage
- Seek funding options with TPWD
- Prepare preliminary professional services scope of work for design and route specifications
- Procure design professional(s), implement project

Element 6.1.5 Short Term Objectives

-Update the Lampasas Parks, Recreation, and Open Space Master Plan by 2022.

Action Steps

- Conduct joint Park Board and City Council to discuss desired inclusions and outcomes for a Parks Masterplan.
- Conduct Parks Town Hall to seek public input regarding needs and areas of emphasis
- Prepare preliminary scope for procurement of professional services for facilitation, research and Parks Master Plan deliverable
- Review and adoption of Plan by Parks Board and City Council

Element 6.2.2 Short Term Objectives

-Continue to support and expand the mission of the Lampasas Higher Education Center (LCHEC) in order to provide additional academic, vocational and certificate training to increase the range of skills Lampasas residents can offer potential employers.

Action Steps

- Request joint LCHEC Board, City Council and LEDC Board meeting to discuss workforce needs and issues
- Seek input and report on workforce training needs as expressed by local employers. Support creation of targeted training models to address needs
- Request semi-annual report and update from the LCHEC Director, City Council and LEDC

Element 6.5.4 Short Term Objectives

-Support Fire Department efforts to increase the amount of training for both paid and volunteer personnel (e.g. emergency response training, supervisory training etc.)

Action Steps

- Maintain and update Professional Development plan for all employees
- Target annual training goals for all personnel
- Present training budget to Council for consideration including coverage time required when staff attends training

Element 6.5.6 Short Term Objectives

-Continue to support Fire Department efforts in advancing the use of technology to improve the safety of the Lampasas community.

Action Steps

- Prepare Public Safety Technology Plan in consultation with IT Department and identified best practices
- Continue to include Technology projects in the City's annual CIP process

Element 6.5.7 Short Term Objectives

-Evaluate the near and long term needs regarding Lampasas provisions of EMS response.

Action Steps

- Convene (regular or quarterly?) meeting of EMS providers, County Commissioners, City Public Safety Chiefs, and elected officials to discuss trends and potential future demands for Police, Fire and EMS in and around the City of Lampasas
- Develop alternate protocols for response based on funding, staffing and support resources
- Assess funding options through the City budget process

Next Steps

- Review of combined Elements and Action Steps for additional discussion and modification
- Discussion regarding missed items or items of higher priority
- Discussion regarding need for additional or redundant planning processes
- Schedule working session with Council to discuss implementation plan including target completion dates

4. Discussion regarding Interlocal Agreement between the City of Lampasas and Lampasas County regarding Airport Property and Operations of Airport Facility.

Finley deGraffenried, City Manager advised that this agreement is nearing its ten-year term and wanted to provide Council the opportunity to review and recommend any changes. At this time Staff does not have, nor

recommend, any changes to the agreement as it represents the current operation and relationship between the parties. Council member Clark recommended that Legal Counsel review the document based on when it was originally written.

- 5. Discussion regarding Street Repair Costs related to Service Tap installation.

Mr. deGraffenried advised that a few years ago Staff did an extensive review of the City of Lampasas Code of Ordinances Fee Schedule. Over the past few months Staff has been reviewing the street repair cost associated with service tap installation. At Council direction Staff would like to conduct a cost analysis to recommend cost recovery opportunities for street repair. Council agreed to move forward.

- 6. Discussion regarding any item on the regular agenda

There was no discussion.

- 7. Adjourn Workshop Session

Council member Morris moved to adjourn workshop at 6:03 p.m.; Council member Williamson seconded the motion and with a unanimous vote, the motion carried. (Kuehne absent)

REGULAR SESSION

ANNOUNCEMENTS

- A. Call to Order

Mayor Monroe called the Regular Session to order at 6:03 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.

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 the approval of minutes of the Regular Meeting held on October 25, 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. (Kuehne absent)

3.0	CONSENT AGENDA
3.1	Discussion and possible action regarding purchases and charges in excess of \$4,000 from October 1, 2021-October 31, 2021
3.2	Discussion and possible action regarding the second reading of the Ordinance to adopt the 2021 ICC Codes and 2020 NEC.

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. (Kuehne absent)

4.0	BOARDS/DEPARTMENT REPORTS
-----	---------------------------

5.0	ROUTINE MATTERS
5.1	City Manager's Operational Report

City Manager deGraffenried reviewed his report:

- Park Projects Staff has met with the Pavilion contractor and is awaiting insurance, bonding, design and contract submittals prior to executing the contract. In addition to preparing documents, the contractor is sourcing materials and proceeding with scheduling the project. The Skatepark Design Build contract has been executed and returned to the contractor who will prepare documentation and prepare for initial stakeholder meetings. Reliance Architecture has indicated their design team will be on site at the Hostess House November 12 to start 3d scanning for as-builts and CAD plans for use by consulting engineers.
- 580 Sports Complex Chris Eicher reports that repairs to the irrigation controls have been pushed back approximately 2 weeks by the contractor. Fortunately, the fields continue to be in good condition with recent rains and fertilization. Staff will provide updates as they become available.
- Airport Jesse Acosta reports that parts are in for the on-going repairs to the Airport fueling system. As Council may know, upgrades to the card reader system were not compatible with the pumping system, and additionally, a series of bad control boards has resulted in on-going issues with fuel system. Staff is hopeful replacement parts can be installed as soon as contractors can be dispatched.
- Night Sky The Lampasas County Friends of the Night Sky will meet with staff on November 10th to follow up on Council's recent action recognizing and supporting the effort. It is staff's understanding the primary focus of the Friends is to build greater awareness of the benefits of taking steps to limit light pollution and light trespass. As Council was

informed, City Electric crews have been using best practices in the upgrade to fixtures, as needed, to provide efficient and cost effective lighting in line with the goals of the Night Sky program.

Sub Station City staff and consultants continue to work with LCRA staff regarding upgrades to the Lampasas Sub Station. As discussed with Council previously, LCRA has targeted late 4Q 2021 or early 1Q 2022 for relocation of certain facilities that will require City participation. The participation will be reimbursed, however; specific requirements of LCRA and the City are being defined and negotiated. As progress and information is updated, Council will be informed.

Fire Engine Get to the Council meeting a little early on Monday. Chief Smith will have a demo ladder truck on loan for review by elected officials. As previously mentioned, Chief Smith is in the initial stages of specifying a replacement with a target delivery of 2023.

Business Park Staff conducted a review of Business Park infrastructure, road and drainage 90% plans on November 4th. The LEDC's consulting engineer included the add alternate of the extension of utilities to a southern entrance on Highway 183. The City will run parallel design and specifications for electric infrastructure, that will not involve coordination with other road or utility work, and that cannot be installed until final grading is complete. Basic platting, in blocks, without lot designation will be done to identify public dedications and detention.

5.2	MAYOR'S COMMENTS
-----	------------------

Mayor Monroe congratulated Vision Lampasas and City Staff on a successful Squared Silly Event.

6.0	UNFINISHED BUSINESS
-----	---------------------

There was no unfinished business.

7.0	NEW BUSINESS
-----	--------------

7.1	Discussion and possible action concerning the approval of a bid from Hoffpauir Ford in the amount of \$49,459.00 for a 2022 Ford F350 Super Duty 4x4 to replace a 1999 Ford F250 pickup for the D&C Superintendent.
-----	---

Council member Clark motioned to approve the bid from Hoffpauir Ford in the amount of \$49,459.00 for a 2022 Ford F350 Super Duty 4x4, the motion was seconded by Mayor Pro-Tem Williamson; Mayor Monroe opened the floor for questions. Council inquired about timing for truck to arrive; Staff was not provided a delivery date and Staff will keep the 1999 F250 pickup in fleet, with a unanimous vote the motion carried. (Kuehne absent).

7.2	Discussion and possible action regarding Resolution to cast votes for Lampasas County Appraisal District (LCAD) Board of Directors.
-----	---

Council member Clark motioned to cast equal votes to all candidates, the motion was seconded by Mayor Pro Tem Williamson and with a unaimous vote, the motion carried. (Kuehne absent)

7.3	Discussion and possible action regarding the first reading of an Ordinance to amend Appendix A- Fee Schedule in the City of Lampasas Code of Ordinances by adding fees related to WI-FI “Hot Spot” device lending.
-----	--

Council member Clark recommended approval of the first reading of an Ordinance to amend Appendix A- Fee Schedule in the City of Lampasas Code of Ordinances by adding fees related to WI-FI “Hot Spot” device lending, the motion was seconded by Council member Morris. Mayor Monroe opened the floor for discussion. Council member Clark advised that the \$10.00 fee seemed minimal; Mrs. Sims advised the Library Advisory Board felt it was an adequate fee to assess for the damage and/or replacement of the Hot Spot components, with a unanimous vote, the motion carried. (Kuehne absent)

7.4	Discussion and possible action regarding the reappointment of board member to the Library Advisory Board until December 31, 2021
-----	--

Mayor Pro-Tem Williamson moved to reappoint Kathryn Hail to the Library Advisory Board until December 31, 2021, the motion was seconded by Council member Pearce and with a unanimous vote, the motion carried. (Kuehne absent)

7.5	Discuss and consider the selection of winner of website photo contest entry.
-----	--

Council member Clark moved to select entry one “Christmas in Lampasas”, the motion was seconded by Mayor Pro-Tem Williamson and with a unanimous vote, the motion carried. (Kuehne absent)

7.6	Discussion and possible action regarding a 2005 JD Lightweight Fairway Mower to deem as surplus and allow Staff to dispose of as State Law allows.
-----	--

Mayor Pro-Tem Williamson moved to deem the 2005 JD Lightweight Fairway Mower as surplus and allow Staff to dispose as State law allows, Council member Clark seconded the motion and with a unanimous vote, the motion carried. (Kuehne absent)

7.7	Discussion regarding cancelling the December 27, 2021 City Council Meeting
-----	--

Council member Morris moved to cancel the December 27, 2021 City Council meeting, Council member Pearce seconded the motion and with a unanimous vote, the motion carried.

Adjourn into Executive Session

Council member Morris moved to adjourn into Executive Session at 6:24 p.m., the motion was seconded by Mayor Pro-Tem Williamson and with a unanimous vote, the motion carried. (Kuehne absent)

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 member Morris moved to reconvene into Regular Session at 6:31 p.m., Mayor Pro-Tem Williamson seconded the motion and with a unanimous vote, the motion carried. (Kuehne absent)

REGULAR SESSION

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

There was no formal action taken on item presented during Executive Session

Adjourn-Council member Morris moved to adjourn the meeting at 6:32 p.m., the motion was seconded by Mayor Pro Tem Williamson and with a unanimous vote, the motion carried. (Kuehne absent)

PASSED AND APPROVED this _____ day of _____, 2021.

TJ Monroe, Mayor

ATTEST:

Becky Sims, City Secretary