

**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, May 23, 2022
5:30 p.m. Special 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:

Chuck Williamson
Randy Clark
Bob Goodart
Zachary Morris
Herb Pearce

Council Members Absent:

Cathy Kuehne

City Staff Present:

Finley deGraffenried, City Manager
Ryan Ward, ACM
Jody Cummings, Interim Police Chief
Kristy Acevedo, System Administrator
Becky Sims, City Secretary
Jeffrey Smith, Fire Chief
Yvonne Moreno, Finance Director
Charlie Boswell, Lt. Investigator
Chuck Montgomery, Patrol Lt.
Chris Eicher, Parks Director

SPECIAL SESSION

I. Call to Order

Mayor Monroe called the special session to order at 5:32 pm

Surprise pinning ceremony took place for Jody Cummings as he was appointed Chief of Police.

Finley deGraffenried, City Manager by his authority appointed Jody Cummings as the new City of Lampasas Chief of Police. He has worked for the City of Lampasas for 30 years. He is a model of dedication, integrity and service. He took over as interim Chief of Police in March 2022. This is one of the easiest decisions he has made in his career.



II. Discussion and possible action concerning the appointment of the Mayor Pro Tem for the 2022-2023 term

Mayor Monroe advised per the City of Lampasas Home Rule Charter that at its first meeting following each regular election of Councilmembers, the Council shall elect one of its members as Mayor Pro Tem who shall serve in such capacity at the pleasure of the Council. The Mayor Pro Tem shall act as Mayor during the absence or disability of the Mayor, and shall have the power to perform every act the Mayor could perform if

present. This includes, but not limited to, signatory authority, personal appearances, addressing citizen concerns, attending community engagements, point of contact for city wide emergencies.

Mayor Monroe opened the floor for nominations.

Council member Clark nominated Council member Williamson

Council member Keele nominated Council member Morris

Council member Williamson received three votes, Council member Morris received two votes.

Council member Williamson will remain Mayor-Pro Tem for the 2022-2023 term.

III. Adjourn Special Session

Council member Clark moved to adjourn the Special Session at 5:44pm, the motion was seconded by Mayor Pro-Tem Williamson and with a unanimous vote, the motion carried.

WORKSHOP SESSION

1. Call to order Workshop Session

Mayor Monroe called the meeting to order at 5:45 p.m.

2. Discussion regarding recap from Council Work Session held on May 19, 2022.

Finley deGraffenried, City Manager reviewed topics discussed during the Council Work Session

- Fund Balance
- Fund 40 projects
- New Hope Baptist Church and Historic Colored School
- Hanna Springs Fencing
- Campbell Park Skate Park
- Workforce Compensation Study

Council agreed with the overview; minutes from session are in packet for additional review.

Mayor Monroe appreciated the format and ability to discuss projects. Council member Morris commented that parameters need to be set for citizen input and interaction during work session.

3. Discussion regarding Salary Comparison Data among Municipalities.

Ryan Ward, ACM provided additional salary analysis from Work Session. He reviewed TML Salary Survey; highlighting baseline salaries in comparison to City Staff Salaries. The analysis also shows comparison salaries between other municipalities to Lampasas from entry level, mid-range to max salary by position. These are base salaries and they do not include benefits, incentives etc. The percentages reflect the difference in the mean salary between comparable Lampasas positions. The differences range from 20% less to other municipalities to 5% more than others.

Staff will continue to analyze salaries, incentives, and certification pay, recruit and retention opportunities.

4. Discussion regarding Fire Department Incident Reporting & Billing.

As follow up to the November 2021 and May 9, 2022 Council Meetings, Fire Chief Smith advised that the billing company that is used, Fire Recovery USA, has advised that insurance providers are increasingly refusing to pay invoices that are sent directly to the provider. Their advice was to begin billing the insured individuals for services and have the individual forward the invoice to the insurance provider. The Lampasas Fire Department does recover around \$7,000.00 annually for these types of responses. At the May 9, 2022 meeting Council member Morris asked if Fire Recovery USA have attorneys on staff to assist with collections. While they do have attorneys on staff, they recommend City Staff send invoices directly to the individuals. Staff is requesting guidance on whether to begin billing for services provided on these types of incidents.

By consensus, Council agrees that the City should direct bill the individual and send request to Fire Recovery USA to assist as well.

5. Discussion regarding Capital Improvement Program Report.

Mr. deGraffenried acknowledged the Capital Improvement Program Committee (CIP) for the work they did over the past few months on behalf of the City. In attendance this evening is Shirley Blake, and Council member Pearce and Mayor Pro-Tem Williamson. The work of the committee was enhanced by the addition and expertise of the new ACM, Ryan Ward.

The meeting agendas included some of the following discussion points:

- *Orientation and procedural direction*
- *Review of Priority Definitions and Funding Statement*
- *Review status of completed projects and projects currently underway to judge the effectiveness of the process*
- *Discussion regarding 2021-2022 projects and non-CIP emergency projects*
- *Impact of the issuance of the CO to fund public works, public facilities and park projects over the past 5 years.*
- *Targeted projects for 2022 CO issue.*
- *Planning & Engineering Projects that will affect future CIP schedules*
- *Discussion regarding Public Facilities*
- *Presentation by Department Staff regarding projects and needs.*

The committee also discussed items and strategies not directly related to specific CIP projects but that could possibly have impacts on capital needs or City operations.

The City Manager also reviewed sections of the report including:

- *Public Facilities*
- *CIP FY 2021-2025 Projects*
- *Fleet Forecast and Major Maintenance*
- *Committee Statement and Summary*

The committee acknowledges the positive relationship with Council and the beneficial process of the Capital Improvement Program for the City. Through review of capital investment by the Council, the City and our residents have benefitted greatly by the process.

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 6:38 pm; Council member Clark seconded the motion and with a unanimous vote, the motion carried. (Kuehne absent)

REGULAR SESSION

ANNOUNCEMENTS

1. Call to Order

Mayor Monroe called the Regular Session to order at 6:39 p.m.

2. Invocation and Pledge of Allegiance

Jody Cummings, Police Chief, gave the invocation and the Pledge of Allegiance to the U.S. and Texas flags were recited.

3. Presentations and Proclamations

- Employee Anniversaries
 - Francisco Palacios- 5 years
 - Warren Spivey Jr.- 10 years
 - Josh Straley- 15 years
 - Tony Suarez-Barrio- 20 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.

Scott Powell introduced himself to City Council. He is running for the Pedernales (PEC) Board of Directors, District 5.

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 on May 9, 2022

Mayor Pro Tem Williamson moved to approve the minutes as presented, Council member Clark seconded the motion and with a unanimous vote, the motion carried. (Kuehne absent)

2.2	Discussion and possible action concerning the approval of minutes of the Special Meeting held on May 16, 2022.
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Mayor Pro Tem Williamson moved to approve the minutes as presented, Council member Pearce seconded the motion and with a unanimous vote, the motion carried. (Kuehne absent)

2.3	Discussion and possible action concerning the approval of minutes of the City Council Work Session held on March 19, 2022.
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Mayor Pro-Tem Williamson moved to approve the minutes as presented, Council member Keele seconded the motion, with Council member Clark abstaining, the motion carried. (Kuehne absent)

3.0	CONSENT AGENDA
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4.0	BOARDS/DEPARTMENT REPORTS
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Shanda Subia, Library Director presented her annual report.

Emily Stone- Assistant Librarian

Tania Baines- Part-Time Clerk

Nancy Roden-Part-Time Clerk

Sami McKenzie-Part-Time Clerk

- Library collection is over 27,000; which is made up of books, audiobooks, DVDs, hotspots and microfilm.
- Circulation is up 26% and door count is up 74% from last year.
- Programs
 - Summer Reading
 - Beta Mu Story Times
 - Stuffed Animal Sleepover
 - Headstart Story Times
 - How Pinteresting!
 - Escape Room
 - Family Story Times
 - Cornelia Key Book Club
 - Books & Badgers/STEAM Stories
 - STEAM Days
- Dolly Parton Imagination Library
 - Went live August 10, 2021
 - Current Active members: 474
 - Graduates from program: 112
- Echoes Statue installed February 14, 2022
 - Park Dedication and Mural Reveal February 26, 2022
- Painted Chair Fundraiser
- Video Streaming
- Trail of Tales at WM Brook Park
- Summer Reading 2022
- Explore Lampasas (July 2022-May 2023)
- BBQ for Books- October 17, 2022

	ROUTINE MATTERS
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5.1	City Manager's Operational Report
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City Manager deGraffenried reviewed his report:

TxDOT

Staff attended the TxDOT Public Hearing in Lampasas on the 18th regarding the Rural Transportation Improvement Program for the Brownwood District. In addition to discussing their public awareness campaign to stop the streak of daily traffic fatalities, which is now over 20 years in duration, TxDOT staff discussed current County and district projects. Council is aware of the South 281 improvement and widening, but

also of interest to the City, is the replacement of the 3rd Street bridge at Burleson Creek, tentatively scheduled for 2024. TxDOT staff also discussed I-14 and construction through Copperas Cove to add lanes to the bypass, and construct interchange into Lampasas County to Big Divide Road. Finally, TxDOT staff mentioned a public meeting is tentatively scheduled, but not yet advertised, for the relief route outside Lampasas for June 28th. Elected officials may recall the resolution of support for the feasibility study for the relief route passed by Council, and the expressed need through the Comprehensive Plan process.

Business Park

Despite being slowed by rock, Gage & Cade continue to make good progress and is now, according to staff, between 20 and 30 days ahead of schedule. Contractors continue to compact and make lifts to the sub-grade, especially at tie-ins to US 183. Sewer is currently estimated at 60% complete, with installation of storm drains scheduled to begin next week. As mentioned, crews have encountered rock in the northeast corner of the detention pond, and on the east/west road closer to US 183. Pay application No. 1 has been processed for \$483,208.92, with \$48,320.89 being retained; and of the \$434,888.03 paid, \$245,499.80 was paid from ARPA Funds for water and wastewater expenses.



Sales Tax

The City experienced another positive report on sales tax receipts for the month of May. Increases are less than the double-digit performance we've experienced recently, but the City did receive \$13,182.63 more this May than previous year, or a 5.36% increase. Year to date the City has received \$126,339.97 more than previous year or a 12.36% increase. Through 8 months of the fiscal year, the City has collected \$1,513,937.33 on an annual plan of \$1,925,000.00 or 78.65% of budget through 66% of the year.

Avenue C

Staff reports the Community Development Block Grant ("CDBG") project on west Avenue C, to replace and extend 3350 linear feet of sewer, is 50% to 60% complete. Significant work remaining includes a manhole placement on Race with tie-ins, and extension to Key. As with the Business Park project, crews have also been slowed by rock.

Kid Fish Chris Eicher reports that the popular Kid Fish event has been scheduled for June 3rd and 4th at Brook Park. The event includes a Friday night movie, overnight camping and fishing on Saturday morning. The event has typically attracted over 100 participants and their families depending on weather.

Pool Schedule One of the most asked questions this time of year is *when do the pools open?* Attached are the schedules for Hanna Springs Pool and Hancock Park free flow pool, with opening day for both May 28th, Memorial Day week-end. Special events and water aerobics are also included on the schedule. Hanna normally closes Sunday and Monday, and Hancock normally closes Monday through Wednesday.

Budget Staff is currently preparing year-end projections as the first step to the FY 2023 budget process. Typically, after the CIP process, Council will identify time to review budget priorities and goals, and provide direction to staff in their preparation of the initial plan. The formal budget roll-out has been done typically at the second meeting in June or the first meeting in July.

Staff Staff would like to recognize employees who began their City of Lampasas careers in May: Francisco Palacios, 5 years; Marisa Smith, 3 years; Rodney Kepler, 3 years; Tony Suarez-Barrio, 20 years; Warren Spivey Jr., 10 years; Jonathan Guerra, 4 years; Colton Baker, 7 years; Josh Straley, 15 years; Danicka Keeling, 4 years; Ester Ramirez, 4 years; Kyle Molter, 1 year; Marcial Chapa, 12 years; Cody Kepler, 4 years; Patricia Eicher, 6 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 support of TxDOT Project for improvements to the Lampasas Municipal Airport by Resolution in the amount of \$20,000.00 as the project cost share for the City.
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Council member Morris moved to approve the Resolution in support of TxDOT Project for improvements to the Lampasas Municipal Airport in the amount of \$20,000.00 as the project cost share for the City, the motion was seconded by Council member Clark and with a unanimous vote, the motion carried. (Kuehne absent)

7.2	Discussion and possible action regarding the Fire Department Incident Reporting & Billing
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Council member Pearce motioned to begin billing the insured individual directly, the motion was seconded by Council member Keele and with a unanimous vote, the motion carried. (Kuehne absent)

7.3	Discussion and acknowledgement of the FY 2023-FY 2028 CIP Report
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Mayor Pro-Tem Williamson moved to acknowledge the FY 2023-2028 CIP Report, the motion was seconded by Council member Morris and with a unanimous vote, the motion carried. (Kuehne absent).

7.4	Discussion and possible action regarding the first reading of an Ordinance amending Appendix A of the City of Lampasas 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 Williamson moved to approve the first reading of an Ordinance amending Appendix A of the City of Lampasas 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 Clark, with Council member Morris in opposition, the motion carried. (Kuehne absent)

7.5	Discussion and possible action to seek proposals for Skate Park Pad at Campbell Park.
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Mayor Pro-Tem Williamson moved to approve Staff to seek proposals for material for Skate Park Pad at Campbell Park, the motion was seconded by Council member Keele, with Council member Morris in opposition, the motion carried. (Kuehne absent)

Council member Morris moved to clarify the directive to purchase 1,000 tons of base material at \$12.00 a ton to be stored at the Street Department to be used for the Skate Park or other projects, the motion was seconded by Council member Clark and with a unanimous vote, the motion carried. (Kuehne absent)

7.5	Discussion and possible action to direct Staff to purchase fencing materials and award bid for installation to contractor in an amount not to exceed \$40,000.00.
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Mr. Cabaniss addressed Council regarding the history of Hanna Spring and the importance of returning the wall back to the original design. He feels once the fence goes up the wall will not come down. He is asking Council for more time to obtain insurance and bonding for Juan Vidal as he has quoted the Heritage Foundation \$9500.00 to remove the wall and can have it completed in four days. Chris Eicher, Parks Director, advised that all bids needed to conform to the City's scope and specifications.

Council member Morris moved to approve the purchase of fencing materials only, the motion was seconded by Council member Keele, Mayor Monroe opened the floor for discussion. Mr. Eicher asked if Staff were to obtain additional bids for the removal of the wall. Mayor Monroe advised yes. Council member Pearce asked if they should wait to purchase fencing materials until they solidify the wall project. Mr. Eicher advised the fencing placement will not change. He also advised that once the fence is installed they will have to install a water gap. Council member Pearce advised that the estimated cost to remove the wall will need to be dialed back; Mr. Eicher agreed. Council member Clark asked if the motion was to purchase fencing material only, Mayor Monroe advised yes and to extend the bid process out until the next council meeting. Council member Morris advised the two weeks was not pertaining to the bid process, we will need to amend the motion. Council member Morris moved to amend the main motion to extend bidding process for the wall removal until the next council meeting.

Mayor Monroe restated the motion to direct Staff to purchase fencing materials and to extend the bidding process for two weeks, the motion was seconded by Council member Keele and with a unanimous vote, the motion carried. (Kuehne absent)

ADJOURN- Council member Morris *moved to adjourn at 7:48 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 _____, 2022.

TJ Monroe, Mayor

ATTEST:

Becky Sims, City Secretary