

**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, June 27, 2022
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:

Davis Keele
Randy Clark
Cathy Kuehne

City Staff Present:

Finley deGraffenried, City Manager
Ryan Ward, ACM
Jody Cummings, Police Chief
Yvonne Moreno, Finance Director
Joe Adams, Assistant Fire Chief
Chris Eicher, Parks Director
JP Harris, Fire Marshal

Council Members Absent:

Chuck Williamson
Zachary Morris
Herb Pearce

WORKSHOP SESSION

1. Call to order Workshop Session

Mayor Monroe called the meeting to order at 5:31 p.m.

2. Discussion and updates related to City Generation Project

Ryan Ward, Assistant City Manager advised the Request for Bid was packaged and advertised June 21, 2022 for the Facility Back-up Generators. The generators will be installed at the WWWW Treatment Plant, Animal Shelter and the Spring Street Pump Station. This project will be funded by ARPA (American Rescue Plan) Funds. The bid opening will take place on July 18, 2022.

Council member Clark inquired about mobile generation, Mr. Ward advised due to cost that was not included with the package. Council member Clark mentioned including in future budget for consideration.

3. Discussion and updates related to City Developments.

Becky Sims, City Secretary/Zoning Administrator briefed Council on the following Residential and Commercial Projects

Commercial Developments

- *New Storage Units- 4th/Brown*
- *New Retail Strip Center/Storage Units 4th/Briggs*
- *Eco-Strong*
- *Silvercreek Assisted Living- (additional 42 age-restricted apartments)*
- *Beer Market- New Business Owners*
- *Lampasas Rice Building - For Sale*
- *Starbucks*
- *Santa Fe Depot Project-*
- *Rutlands Building- Remodel*
- *Whiskey & Wrenches Bar- opening soon (old perks building)*
- *My Girls- (new merchandise/marketing)*
- *Wool & Vine (new hours, menu entertainment)*
- *Merk & Tilleys (expansion/new merchandise/vendors)*
- *Old Amvets Building (interior demolition)*
- *T-Mobile*
- *Loly's Ice Cream Shop- next to Dollar Tree (Santa Fe Shopping Center)*
- *Gillens Wine & Candies (marketing/promos)*

Residential Developments

- *Stone Valley*
- *Brodie Estates*
- *Hillside Acres*
- *Hidden Oaks*
- *Sheppard Lane Development-*
- *RKJ Homes*

- *Northington Creek Estates*
- *Chestnut House- Demolished (next to LCAD)*

4. Discussion regarding Water Conservation.

Mr. Ward discussed the importance of water conservation. There is a link on the City Website to the Brazos River Authority Water Conservation Tips for conserving water at home.

<https://brazos.org/About-Us/Water-Supply/Conservation/Conserving-Water-at-Home>



Water Conservation Tips

Tips for the bathroom:

- *Replace showerheads with a more efficient low flow model. A new showerhead can save up to six gallons of water per minute.*
- *Place a plastic bag or bottle filled with water in your toilet tank to reduce the amount of water per fill.*
- *If you have a leak, fix it! Replace worn washers and valves on sinks and pipes. A leaking faucet can waste more than 3,820 gallons of water a year.*
- *Take showers instead of baths.*
- *Fill the sink with water instead of running it continuously while brushing your teeth or shaving.*

Tips for the kitchen:

- *Run the dishwasher only when fully loaded.*
- *Install faucet aerators, they cut the water use from the sink in half.*
- *When cooking, steam your vegetables instead of boiling them in a full pot of water. It's healthier and uses less water.*
- *Don't leave the water running while doing dishes; fill the sink with soapy water and rinse as needed.*

Tips for the laundry room:

- *Wash only full loads.*
- *Upgrade to a high efficiency washer. Most newer models use up to 40 percent less water and energy than a conventional washer.*

Tips for outdoor use:

- *Do not over-water your lawn. Set sprinklers for times when it is the coolest to avoid evaporation.*
- *Cover pools and spas to help against evaporation in the summer.*
- *Choose your plants wisely! Buy plants that are native and can take the heat waves.*
- *Don't cut your lawn too short. Longer grass absorbs water better than short grass.*
- *Use lots of mulch in your flower beds and around trees to help hold in moisture.*
- *If you wash your car at home, use a bucket of soapy water and a nozzle on the hose that you can turn on and off.*

5. Discuss and review the City of Lampasas Personnel Policy Section 8.00 Leave Time; Section 8.08 Public Service.

Mr. deGraffenried advised this item has been placed on the agenda to clarify and discuss parameters for City Employees who volunteer their time during regular work hours for community festivals or activities where it may take the employee away from their daily work responsibilities. It has been the general practice that the employees use their vacation time.

The Public Service section of the personnel policy reads as follows:

8.08 PUBLIC SERVICE- *The City supports employee's participation in public service activities. To that end, subject to work load and Departmental needs, and with approval from your supervisor, employees will be allowed compensated time off for service to the Lampasas Volunteer Fire Department, for mentoring at School, to give blood, or to volunteer for public service activities providing said service does not disrupt working needs of the City.*

If Council deems appropriate this section may need to be amended to specify City events and/or festivals and to allocate number of hours to be paid on a monthly or annual basis, if any, in lieu of vacation time.

Mayor Monroe has always worked in private sector and when volunteering at community events she did not have to use vacation time.

Council member Kuehne is an advocate for volunteering in the Community

Council member Clark is in favor of the policy remaining the same and the employee using vacation time.

Council member Keele doesn't see the need in changing the policy if the work can still be done

This item will be brought back to Workshop at a future meeting.

6. Discussion regarding any item on the regular agenda

There was no discussion.

7. Adjourn Workshop Session

Council member Keele moved to adjourn workshop at 5:57 pm; Council member Kuehne seconded the motion and with a unanimous vote, the motion carried. (Williamson, Morris and Pearce absent)

Without objection the Mayor went directly into the Regular Session.

REGULAR SESSION

ANNOUNCEMENTS

1. Call to Order

Mayor Monroe called the Regular Session to order at 5:58 pm

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

Mayor Monroe recognized the following employees for their service anniversaries

- *Abel Palacio- 5 years*
- *Joe Levine- 15 years*
- *Sean Schroeder- 15 years*
- *Joe Adams- 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.

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 on June 13, 2022

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

3.0	CONSENT AGENDA
3.1	Discussion and possible action regarding May 2022 Investment Report

Council member Kuehne moved to approve the consent agenda as presented, Council member Keele seconded the motion and with a unanimous vote, the motion carried. (Williamson, Morris, and Pearce absent)

4.0	BOARDS/DEPARTMENT REPORTS
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There were no department reports

	ROUTINE MATTERS
5.1	City Manager’s Operational Report

City Manager deGraffenried reviewed his report:

Business Park *Included in this report is the Certification for Pay Application No. 2 from the Contractor to the Lampasas Economic Development Corporation. The total contract amount is \$2,747,544.25, of which the contractor has earned \$844,667.15 or 31% of the project amount. City allocation of American Rescue Plan Act (“ARPA”) funds were approved at \$971,176.00 for water and wastewater infrastructure; and to date, of those allocated funds, the contractor has earned \$540,367.94, with \$54,036.80 being held in retainage, for a total paid of \$486,331.14. Pay Certification No. 2 includes \$267,590.38 in water and wastewater expense, with \$26,759.04 being held as retainage. Approximately 55% of the water and wastewater infrastructure is*

complete based on Pay Applications. Staff will provide a project update on Monday after on-site review.

Job Fair

Mandy Walsh, EDC Director, reports that the Lampasas Economic Development Corporation, teaming up with Workforce Solutions of Central Texas and the Lampasas County Chamber of Commerce, conducted a successful Job Fair on June 16, 2022. Although the number of job seekers was less than previous year's, employers indicated that the quality of applicants was generally better than anticipated. Approximately 30 employers and 50 job seekers attended with 31 on-site interviews conducted and 9 job offers extended.

CTWSC

On June 13, 2022 Central Texas Water Supply Corporation ("CTWSC") filed a Petition for Review with The Supreme Court of Texas in the ongoing dispute and litigation relating the billing methodology of CTWSC. At this time, and in consultation with Staff, Kempner and Lampasas Counsel plan to waive response. In the event one Justice votes for a response, our Counsel will provide an answer, however; the case may not proceed without a response. It also appears CTWSC has given up the claim against the Lampasas intervention, which may streamline a response if one is requested. If any Council member cares to review the Petition, staff can provide a copy.

Hostess House

On June 15, 2022 staff met at the Hostess House with representatives from Reliance Architecture to review scope and possible add alternates to plans and bidding documents. The results of the meeting are noted in the attached follow-up email from Reliance, including the tentative, attached, schedule. Highlights include add alternates for changing rooms adjacent to Hancock Pool, a technology package, salvage items and finish upgrades. The schedule targets August/September for Plan review and approval; September advertisement; and November for construction commencement.

LEDC

The Lampasas Economic Development Corporation ("LEDC") met on June 15, 2022 with agenda items including review and acceptance of the Annual Audit; report and acceptance of May, 2022 financials; and preliminary FY 2023 Budget presentation. Additionally, Business Park related items included development and platting considerations including street naming, design standards and the identification of an additional member to the architectural control committee. The LEDC will be forwarding the Corporation budget to Council for consideration after the July meeting.

Hanna Springs

Staff takes the opportunity to remind Council that although a private party's desired contractor was not qualified to bid on the Hanna Spring wall remediation, Council does retain the option to proceed with the project under the State and City of Lampasas procurement laws and policies. Based on estimates received, the Sealed Bid procurement process would be necessary in order to comply with State Law including requirements for bonding.

Short Term Rentals

Council member Kuehne has inquired regarding addressing short term rentals within the City of Lampasas. The topic has gained statewide attention from jurisdictions due to the increases in use of private homes for destination stays. Additionally, many jurisdictions have attempted to balance impacts of noise and disruption in residential neighborhoods through thoughtful and well-crafted land use policies. Although the Planning Commission will ultimately make land use recommendations to City Council for consideration; Council may, according to the Zoning Regulations, request the Planning Commission take under consideration amendments to the Regulations. Providing there is no alternative input from Council, staff is prepared to place the item on upcoming Planning Commission and City Council agendas. The crafting and enactment of land use policy, where impacts to the City and adjacent land uses must be thoughtfully considered, can be tedious. Additionally, Council should consider any action, particularly land use, in the context of the Comprehensive Plan. Staff is prepared to proceed based on Council direction.

5.2	MAYOR'S COMMENTS
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Mayor Monroe had no 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 the first reading of an Ordinance to amend the City of Lampasas Subdivision Regulations.
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Council member Keele moved to approve the first reading of an Ordinance amending City of Lampasas Code of Ordinances, Chapter 70- Subdivision; Section 70-6 Guarantee of Performance, (f) Maintenance Guarantee, the motion was seconded by Council member Clark and with a unanimous vote, the motion carried. (Williamson, Morris and Pearce absent)

7.2	Discussion and possible action regarding award of bid for HMA Paving Project 01-STR-22
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Mr. Ward advised Council that the City received four (4) bids for the HMA Paving Project. The highest bid was in the amount of \$470,778.25 and the low bid was in the amount of \$395,038.02. Mr. Ward advised that Staff is asking Council to award the bid to Texas Materials in the amount of \$395,038.02; which is within \$10,000.00 of the Staff estimated cost. This project will cover approximately 1.6 miles of road improvements needed within the City of Lampasas.

Council member Clark reminded Staff to provide Council with tabulation sheet for review.

Council member Kuehne moved to award bid for HMA Paving Project to Texas Materials in the amount of \$395,038.02, the motion was seconded by Council member Keele and with a unanimous vote, the motion carried. (Williamson, Morris and Pearce absent)

7.3	Discussion and possible action regarding approval for Pyrotecnico Fireworks, Inc. to conduct a Fireworks Display on July 6, 2022.
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Council member Clark moved to approve Pyrotecnico Fireworks, Inc. to conduct a Fireworks Display on July 6, 2022, the motion was seconded by Council member Kuehne and with a unanimous vote, the motion carried. (Williamson, Morris and Pearce absent)

7.4	Discussion and possible action regarding use of 580 Sports Complex for the Annual Lampasas County Area Go Texan BBQ Cook-off October 7-8, 2022.
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Council member Keele moved to approve the use of the 580 Sports Complex for the Annual Lampasas County Area Go Texan BBQ Cook-off October 7-8, 2022, the motion was seconded by Council member Kuehne and with a unanimous vote, the motion carried. (Williamson, Morris and Pearce absent)

7.5	Discussion and possible action regarding the TxDOT Highway 281 South ROW Acquisition from the City of Lampasas and cost to cure reimbursement in the amount of \$22,577.00.
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Council member Clark recused himself from the dais during this item. Due to lack of quorum for this agenda item there was no action taken and will be placed on a future agenda for Council consideration.

Adjourn

Council member Keele moved to adjourn the meeting at 6:27 pm, the motion was seconded by Council member Clark and with a unanimous vote, the motion carried. (Williamson, Morris and Pearce absent)

PASSED AND APPROVED this _____ day of _____, 2022.

TJ Monroe, Mayor

ATTEST:

Becky Sims, City Secretary