

**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 8, 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:**

Zachary Morris  
Randy Clark  
Herb Pearce  
Cathy Kuehne  
Chuck Williamson

**City Staff Present:**

Finley deGraffenried, City Manager  
Becky Sims, City Secretary  
Ryan Ward, ACM  
Jody Cummings, Police Chief  
Monica Wright, IT Director  
Yvonne Moreno, Finance Director  
Chris Eicher, Parks Director  
Mandy Walsh, EDC Director  
Jeff Smith, Fire Chief

**Council Members Absent:**

Davis Keele

**WORKSHOP SESSION**

**1. Call to order Workshop Session**

Mayor Monroe called the meeting to order at 5:32 p.m.

**2. Discussion regarding additional School Resource Officers for LISD.**

Jody Cummings, Police Chief advised Council that LISD is requesting two additional School Resource Officers (SRO), Currently there is an officer at the high school and middle school and the third officer rotates between the elementary schools. Dr. Rascoe had inquired about the officer program in June; however, did not request SRO's until August. The additional officers will require training, equipment, vehicles and uniforms. The estimated cost for a vehicle with the required equipment will cost over \$69,000.00. The equipment and vehicle cost has been funded through the City. The school pays 75% of the officer's salary and 100% of training associated with the position.

It was the consensus of Council to move forward with advertising for the additional officers, although there is concern with the timing of the hiring request from LISD. Council would like a meeting scheduled with LISD and Lampasas County. Staff will begin working on interlocal agreement between the City and LISD.

**3. Discussion regarding August 15, 2022 Department Budget Presentation.**

Council approved agenda as presented.

Monica Wright presented her FY2022-2023 Budget to Council:

Overall proposed budget for FY 2022-2023 decreased by 5.8% in comparison to FY2021-2022

- Replacement Equipment increased by \$18,055.00 for (2) PD Host Servers
- Professional Services increased by \$1,600.00 to add 2 ceiling drop microphones in the Council Chambers
- Office Equipment Maintenance increased by \$3,451.00 due to Software Renewals Maintenance Costs and offsite Cloud Storage for backups.
- Salary decreased by 20% due to removal of additional staff for this budget cycle

**4. Discussion regarding Hostess House 50% Design & Development Plan and Timeline.**

Finley deGraffenried, City Manager provided Council the opportunity to discuss and provide comments related to the 50% completed Hostess House Plan Set.

The following items were discussed:

- Schedule meeting at Hostess House to go through design review
- Interior Finishes
- Iron Railing
- Handicap Bathrooms on both floors
- Elevator
- Landscaping Improvements
- Fire Suppression
- Cost Estimates

Staff will provide the final Hostess House Plan Set to Council for review.

**5. Discussion and updates regarding FY 2022/2023 Budget.**

Finley deGraffenried, City Manager presented an update on progress, review of inclusions, utility comparisons and rate increase.

City of Lampasas 2022-2023 Budget City by All Operating Funds					
	FY 2020 Actual	FY 2021 Actual	Current Budget	Projected Y.E.	FY 2023 Proposed
<b>Income</b>					
4000 Tax Revenue	\$4,211,766.46	\$4,661,572.00	\$4,472,000.00	\$4,915,050.00	\$4,865,500.00
4100 Licenses and Fees	\$86,840.00	\$62,308.00	\$63,165.00	\$57,485.00	\$63,915.00
4200 Court Revenue	\$288,425.00	\$291,556.00	\$322,600.00	\$361,586.00	\$360,000.00
4300 Service Revenue	\$818,576.66	\$1,029,861.00	\$871,495.00	\$1,028,047.00	\$926,627.00
4400-4800 Other	\$20,173,678.00	\$19,771,599.00	\$21,369,132.00	\$21,424,402.00	\$22,288,144.00
4900 Transfers	\$3,633,397.46	\$5,835,330.00	\$4,453,325.00	\$4,107,380.00	\$3,818,498.00
<b>Total Income</b>	<b>\$29,212,683.58</b>	<b>\$31,652,226.00</b>	<b>\$31,551,717.00</b>	<b>\$31,893,950.00</b>	<b>\$32,322,684.00</b>
<b>Expense</b>					
5000 Salaries	\$5,679,351.00	\$5,943,626.00	\$6,385,072.00	\$6,124,021.00	\$6,862,133.00
5100 Benefits	\$2,675,517.00	\$2,559,704.00	\$2,663,497.00	\$2,553,251.00	\$2,816,453.00
5200 Supplies	\$7,196,259.00	\$9,754,401.00	\$8,263,555.00	\$8,784,457.00	\$8,845,477.00
5300 Contract Services	\$4,877,937.00	\$4,840,593.00	\$4,979,397.00	\$5,126,896.00	\$5,205,027.00
5400 Maintenance	\$1,547,006.00	\$1,647,987.00	\$1,944,156.00	\$2,002,119.00	\$1,791,471.00
5500 Capital Expense	\$373,299.00	\$1,366,465.00	\$1,740,000.00	\$1,654,500.00	\$1,619,373.00
5600 Contingency	\$1,164,973.00	\$1,192,743.00	\$410,028.00	\$400,000.00	\$0.00
5700 Transfers	\$4,209,722.00	\$3,809,750.00	\$5,000,879.00	\$4,493,325.00	\$4,961,451.00
5800 Debt Service	\$92,719.00	\$5,352.00	\$165,133.00	\$165,133.00	\$163,225.00
<b>Total Expense</b>	<b>\$27,816,783.00</b>	<b>\$31,120,621.00</b>	<b>\$31,551,717.00</b>	<b>\$31,303,702.00</b>	<b>\$32,264,610.00</b>
<b>Net Surplus/(deficit)</b>	<b>\$1,395,900.58</b>	<b>\$531,605.00</b>	<b>\$0.00</b>	<b>\$590,248.00</b>	<b>\$58,074.00</b>

	FY 2020 Actual	FY 2021 Actual	Current Budget	Projected Y.E.	FY 2023 Proposed
<b><u>General Fund</u></b>					
Income	\$10,270,773.58	\$11,663,238.00	\$11,993,358.00	\$12,057,252.00	\$12,166,763.00
Expense	\$9,626,190.00	\$11,204,659.00	\$11,993,358.00	\$11,696,222.00	\$12,111,523.00
Net Surplus/(deficit)	\$644,583.58	\$458,579.00	\$0.00	\$361,030.00	\$55,240.00
<b><u>Water/Wastewater</u></b>					
Income	\$6,111,453.00	\$7,227,878.00	\$5,393,739.00	\$5,391,387.00	\$5,334,850.00
Expense	\$6,123,727.00	\$4,984,380.00	\$5,393,739.00	\$5,717,113.00	\$5,557,333.00
Net Surplus/(deficit)	(\$12,274.00)	\$2,243,498.00	\$0.00	(\$325,726.00)	(\$222,483.00)
<b><u>Electric</u></b>					
Income	\$11,861,808.00	\$11,777,137.00	\$13,047,310.00	\$13,396,210.00	\$13,647,871.00
Expense	\$10,965,348.00	\$13,827,851.00	\$13,047,310.00	\$12,838,306.00	\$13,407,733.00
Net Surplus/(deficit)	\$896,460.00	(\$2,050,714.00)	\$0.00	\$557,904.00	\$240,138.00
<b><u>Aviation</u></b>					
Income	\$111,248.00	\$99,858.00	\$138,850.00	\$108,050.00	\$151,700.00
Expense	\$161,883.00	\$160,073.00	\$138,850.00	\$111,010.00	\$151,700.00
Net Surplus/(deficit)	(\$50,635.00)	(\$60,215.00)	\$0.00	(\$2,960.00)	\$0.00
<b><u>Animal Shelter</u></b>					
Income	\$207,755.00	\$211,054.00	\$234,718.00	\$229,611.00	\$234,742.00
Expense	\$193,729.00	\$211,054.00	\$234,718.00	\$229,611.00	\$239,031.00
Net Surplus/(deficit)	\$14,026.00	\$0.00	\$0.00	\$0.00	(\$4,289.00)
<b><u>Golf Course</u></b>					
Income	\$649,646.00	\$673,061.00	\$743,742.00	\$711,440.00	\$786,758.00
Expense	\$745,906.00	\$732,604.00	\$743,742.00	\$711,440.00	\$797,290.00
Net Surplus/(deficit)	(\$96,260.00)	(\$59,543.00)	\$0.00	\$0.00	(\$10,532.00)
<b><u>Total Operating Funds</u></b>					
Income	\$29,212,683.58	\$31,652,226.00	\$31,551,717.00	\$31,893,950.00	\$32,322,684.00
Expense	\$27,816,783.00	\$31,120,621.00	\$31,551,717.00	\$31,303,702.00	\$32,264,610.00
Net Surplus/(deficit)	\$1,395,900.58	\$531,605.00	\$0.00	\$590,248.00	\$58,074.00

**Inclusions**

Use of retained earnings not expensed FY 22 Capital

- Pool Liner \$150,000.00
- Electric Department Pick-up
- Water/Wastewater phased increase
- Additional \$200,000 for Paving
- Employee retention, compensation

Maintains aggressive Capital program through 2022 CO and ARPA funding in addition to City Operating Budget

**Additional Budget Items**

Calendar

- Departmental Presentations August 15, 2022
- Proposed, Not to Exceed, Tax Rate determined August 22, 2022, schedule public hearing on tax rate
- Adopt tax rate, first reading of ordinance adopting budget, September 12, 2022
- Second reading of ordinances adopting tax and budget September 26, 2022

**Tax Rate**

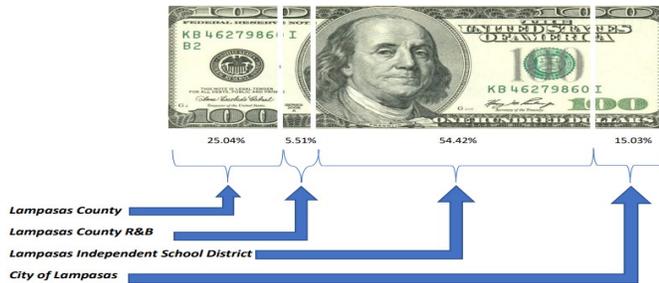
- \$0.2894 No new-revenue tax rate
- \$0.3157 Voter-approval tax rate

**Some Additional Perspective**

- Tax Rates

**2021 Tax Rates**

Lampasas County	\$ 0.5615
Lampasas County Road & Bridge	0.1235
Lampasas ISD	1.2203
City of Lampasas	<u>0.3370</u>
Total Levy	<u>\$ 2.2423</u>



- Utility Rates
- Sales Tax Receipts
- Per Capita Valuation
- Value for our Taxpayers

	Kerrville*	Fredericksburg*	Marble Falls	Burnet*	Lampasas	Horseshoe Bay	Brady*	Llano*	Liberty Hill	Copperas Cove	CTEC*	Corix	KWSC
Population (as of 2016 Census Bureau)	24,477	11,072	7,227	6,676	7,517	4,490	5,032	3,325	6,801	37,041			
Ad Valorem	0.562500	0.199823	0.599000	0.613100	0.337000	0.270000	0.390712	0.521000	0.454558	0.482763			
Net Taxable Value per capita	\$ 1,699,586,048.00 69,436	\$ 2,104,995,435.00 190,119	\$ 939,604,117.00 130,013	\$ 476,985,803.00 71,448	\$ 442,691,410.00 58,892	\$ 2,288,419,721.00 509,670	\$ 240,690,097.00 47,832	\$ 226,719,557.00 68,186	\$ 412,745,373.00 60,689	\$ 1,410,778,210.00 38,087			
Sales Tax per capita	\$ 8,476,080.47 346	\$ 5,004,972.63 452	\$ 7,871,669.47 1,089	\$ 2,064,252.54 309.20	\$ 1,793,000.00 239	\$ 1,264,923.26 282	\$ 741,398.77 147	\$ 912,911.28 275	\$ 2,670,168.34 393	\$ 4,040,882.87 109			
EDC	4B- .5%	no	4B- .5%	4B- .25%	4B- .25%	no	4B- .25%	4B- .5%	4B- .5%	4A- .375%			
Electric (2020)	KPIUB		PEC			PEC			PEC	Numerous Providers			
Residential													
500 kwh	\$ 53.03	\$ 50.97	\$ 70.88	\$ 62.24	\$ 63.54	\$ 70.88	\$ 78.65	\$ 53.40	\$ 70.88	\$ 79.00			
1,000 kwh	\$ 95.82	\$ 90.57	\$ 119.26	\$ 116.49	\$ 119.08	\$ 119.26	\$ 147.04	\$ 115.79	\$ 119.26	\$ 130.49			
2,000 kwh	\$ 181.35	\$ 169.78	\$ 216.03	\$ 224.98	\$ 230.16	\$ 216.03	\$ 283.83	\$ 225.58	\$ 216.03	\$ 233.48			
Small Commercial													
2,000 kwh	\$ 199.10	\$ 187.88	\$ 218.17	\$ 244.98	\$ 239.66	\$ 218.17	\$ 167.83	\$ 222.58	\$ 218.17	\$ 244.98			
Large Commercial													
10,000 kwh	\$ 1,671.00	\$ 2,104.52	\$ 1,558.87	\$ 1,240.52	\$ 1,407.60	\$ 1,558.87	\$ 1,415.15	\$ 1,133.90	\$ 1,558.87	\$ 1,431.15			
Demand Charge	8.50/kW		6.74/kW	2.00/7.47/kW	6.36/kW	6.74/kW	3.92/kW	2.00/kW	6.74/kW	6.75/kW			
Water (2020)													
Residential													
5,000 gal	\$ 29.64	\$ 23.85	\$ 50.57	\$ 44.64	\$ 47.25	\$ 34.83	\$ 53.60	\$ 53.51	\$ 58.14	\$ 40.00			\$ 110.48 \$ 92.50
10,000 gal	\$ 51.09	\$ 41.98	\$ 75.17	\$ 68.04	\$ 69.50	\$ 59.93	\$ 84.10	\$ 76.91	\$ 81.19	\$ 60.00			\$ 158.93 \$ 115.00
Commercial													
50,000 gal	\$ 221.40	\$ 237.87	\$ 430.81	\$ 359.68	\$ 262.00	\$ 356.04	\$ 346.90	\$ 328.08	\$ 702.39	\$ 306.82			\$ 821.49 \$ 295.00
100,000 gal	\$ 492.90	\$ 428.77	\$ 798.31	\$ 649.18	\$ 492.00	\$ 792.04	\$ 764.40	\$ 618.91	\$ 1,200.39	\$ 551.82			\$ 2,130.58 \$ 1,010.00
Sewer (2020)													
Residential													
5,000 gal	\$ 37.64	\$ 30.75	\$ 44.85	\$ 55.00	\$ 41.75	\$ 59.45	\$ 40.10	\$ 73.60	\$ 49.67	\$ 44.25			\$ 63.50
10,000 gal	\$ 65.94	\$ 49.95	\$ 68.55	\$ 80.00	\$ 59.50	\$ 59.45	\$ 57.10	\$ 97.00	\$ 49.67	\$ 68.50			\$ 86.00
Commercial													
50,000 gal	\$ 316.84	\$ 296.10	\$ 258.15	\$ 280.00	\$ 205.50	\$ 423.50	\$ 276.30	\$ 318.00	\$ 60.87	\$ 262.50			\$ 606.80
200,000 gal	\$ 1,221.34	\$ 999.60	\$ 969.15	\$ 1,030.00	\$ 738.00	\$ 1,637.00	\$ 1,033.80	\$ 1,050.00	\$ 60.87	\$ 990.00			\$ 2,433.33

**Council Direction**

- Departmental Presentations
  - Additional requests from Council
- Historic Colored School and New Hope Baptist Church
- Some Curveballs
  - Lampasas County Interlocal for EMS Dispatch
  - Lampasas Independent School District Request
- Council priorities and direction

**6. Discussion regarding any item on the regular agenda**

There was no discussion.

**7. Adjourn Workshop Session**

Council member Kuehne moved to adjourn workshop at 6:45 p.m.; Council member Clark seconded the motion and with a unanimous vote, the motion carried. (Keele absent)

Without objection Council took at 10-minute break

**REGULAR SESSION**

**ANNOUNCEMENTS**

**1. Call to Order**

Mayor Monroe called the Regular Session to order at 6:55 p.m.

**2. Invocation and Pledge of Allegiance**



ERCOT grid from the Interim Director, comments from the State Comptroller, and updates on the Federal level. The ERCOT Director did note the state of the grid is good, with forecast electric use and related reserves assessed 2 to 3 weeks in the future. He also stated that calls for conservation have been effective, and rather than waiting for an Energy Emergency Alert (“EEA”) level, calls are now made ahead of any emergency. The Comptroller also provided perspective on growth and status of State finances. He noted it now costs the average Texan \$5,000.00 more dollars per year to pay for basic living needs than it did a year ago; and every day there are 1,000 more Texans than we had the day before.

- Badger Blvd Staff was asked to inquire regarding the process, and possible Council action necessary, regarding designating the Lampasas High School entrance as Badger Boulevard. Staff has reviewed the High School development and construction plans, and contacted TxDOT and the Central Texas Council of Governments (CTCOG) regarding addressing and naming. It appears the entrance is neither dedicated nor indicated as a private road, and can generally be described as a private driveway on private property. Staff continues to investigate the appropriate path to take regarding the designation, however; the City, may or may not have authority to approve the named drive. If the entrance would require dedication, the property would require definition by metes and bounds, and a formal request made to the City. The circumstances are a bit unusual, but staff should be able to identify a specific path forward prior to the August 22<sup>nd</sup> meeting.
- Retention Recruitment As part of Council’s direction to increase the City’s ability to attract and retain a highly competent and effective workforce, attached is the draft of possible additional incentives that have been recommended by our workforce. Included are possible paid time off benefits for staff engaged in healthier lifestyles; and discounts related to use of public facilities. Based on Council direction, staff will prepare amendments to the Personnel Policy and Guidelines for formal consideration in the future.
- Business Park Ryan and Mandy report continued good progress on the Lampasas Economic Development Corporation (“LEDC”) Business Park project. Portions of the west roadway extension to the Old Austin Highway have been delayed due to the availability of pre-cast 8’x5’ storm drains, however, other sub-surface infrastructure has continued on schedule. The LEDC has received Change Order number 1 which addresses some unanticipated expenses, slab demolition and curb inlet, and reduction of costs related to boring. Staff will review the change with the consulting engineer, which will also likely reduce the allocation required from American Rescue Plan Act (“ARPA”) funds.
- EMS Dispatch On August 1 staff delivered estimates for operating Emergency Medical Dispatch to the County Judge and Commissioner Carroll as indicated in the Letter of Understanding (“LOU”) approved by Council and the Commissioners’ Court on July 25<sup>th</sup>. Staff and Mayor have met with the Judge following delivery, and suggested costs could be reduced based on additional investigation. The Commissioners will review estimates at their August 8<sup>th</sup> meeting, and respond according to the LOU. Staff has contacted the City Attorney regarding an Interlocal Agreement in anticipation of an acceptable finding from the Court.
- Depot It has been some time since permits were pulled for the Santa Fe Depot project, and staff is pleased to report that progress has been made this past week on development

of the site. Initially the developer indicated a phased development, for two buildings, would be initiated, however; it appears building 1 has been formed, and building 2, adjacent to Live Oak Street, has been cleared for a pad. The City and developer have been working cooperatively on 2<sup>nd</sup> Street improvements in anticipation of road and drainage design by the City. Additionally, Council has approved design for a looped water line from North to 2<sup>nd</sup> Street on Live Oak which will benefit additional development.

Hanna Spring

Sealed bids are due to the City on August 9<sup>th</sup> for wall rehabilitation and lowering at Hanna Spring. Vicki reports that 10 bid packets have been requested, and Chris reports that several contractors have inspected the site in preparation of their proposals. Staff will report on the responses prior to the August 22<sup>nd</sup> meeting, where formal consideration is tentatively planned.

5.2	MAYOR’S COMMENTS
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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 selection of website photo contest
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Council member Morris moved to approve entry #1, the motion was seconded by Council member Clark and with a unanimous vote, the motion carried. (Keele absent)

7.2	Discussion and possible action concerning the Audit Engagement Letter for the City of Lampasas current fiscal year which began October 1, 2021 and will end September 30, 2022.
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Council member Clark moved to approve the Audit Engagement Letter for the City of Lampasas current fiscal year, which began October 1, 2021 and will end September 30, 2022, the motion was seconded by Mayor Pro Tem Williamson and with a unanimous vote, the motion carried. (Keele absent)

7.3	Discussion and possible action regarding the appeal of the administrative denial of a roof sign for Larry’s Lube Center
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Council member Morris moved to approve the appeal of the administrative denial of a roof sign for Larry’s Lube Center, the motion was seconded by Council member Clark and with a unanimous vote, the motion carried. (Keele absent)

7.4	Discussion and possible action regarding approval of Professional Services Proposal between the City of Lampasas and Jones-Heroy & Associates, Inc. for Fairview Drive Drainage Study in the amount of \$35,300.00
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Council member Clark stepped away from the dais.

Council member Morris moved to approve the Professional Services Proposal between the City of Lampasas and Jones-Heroy & Associates, Inc. for Fairview Drive Drainage Study in the amount of \$35,300.00, the

motion was seconded by Mayor Pro Tem Williamson, with Council member Clark abstaining, the motion carried. (Keele absent)

7.5	Discussion and possible action regarding the award of a bid to Excel Construction Services LLC. for the installation of 2 Fontaine aluminum control gates on the clarifier splitter box at the Wastewater Treatment Facility in the amount of \$47,100.00.
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Council member Clark moved to approve the award of bid to Excel Construction Services LLC. for the installation of 2 Fontaine aluminum control gates on the clarifier splitter box at the Wastewater Treatment Facility in the amount of \$47,100.00.

Adjourn into Executive Session- Council member Morris moved to adjourn into Executive Session at 7:35, the motion was seconded by Council member Clark and with a unanimous vote, the motion carried. (Keele 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

Section 551.072 (deliberations about real property) - Deliberation concerning the potential purchase, exchange, lease, acquisition, sale and/or value of real property.

**REGULAR SESSION**

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

There was no action taken

***Adjourn***

Mayor Pro Tem Williamson moved to adjourn the meeting at 7:56 p.m., the motion was seconded by Council member Clark and with a unanimous vote, the motion carried. (Keele absent)

PASSED AND APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
TJ Monroe, Mayor

ATTEST:

\_\_\_\_\_  
Becky Sims, City Secretary