

**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, October 10, 2022
5:30 p.m. Workshop Session
6:00 p.m. Regular Session**

(regular session will begin immediately following workshop and may be called to order prior to 6:00 pm)

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
Davis Keele
Chuck Williamson

City Staff Present:

Finley deGraffenried, City Manager
Becky Sims, City Secretary
Monica Wright, IT Director
Ryan Ward, ACM
Jody Cummings, Police Chief
Yvonne Moreno, Finance Director

Council Members Absent:

N/A

WORKSHOP SESSION

1. Call to order Workshop Session

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

2. Discussion regarding Comprehensive Plan

Finley deGraffenried, City Manager took the opportunity to review the short-term objectives and action items identified in the Comprehensive Plan. While Staff has worked on several items outlined in the plan, Staff would like Council consideration on priorities as we continue to move forward.

By consensus Council would like to call a Special Meeting on November 1, 2022 at 5:00 p.m. to discuss via round table.

3. Discussion regarding any item on the regular agenda

There was no discussion.

4. Adjourn Workshop Session

Council member Morris moved to adjourn the workshop session at 5:36 pm, the motion was seconded by Council member Clark and with a unanimous vote, the motion carried

REGULAR SESSION

ANNOUNCEMENTS

1. Call to Order

Mayor Monroe called the Regular Session to order at 5:36 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

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.
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There were no citizen comments

1.3	Public Hearing to receive citizen comments regarding a request to rezone property from Commercial to Single Family Residential-6 ‘SF-6’ for property described as lots 9-10-11-12, Block 5, Whites Addition on East Avenue J (FM 580) between Casbeer Street and White Street.
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Mayor Monroe opened the public hearing.

Becky Sims, Zoning Administrator advised of the following:

- Mr. Marshall Brewer, Bent Tree Construction is asking for consideration in rezoning property from Commercial “C” to Single Family Residential-6 “SF-6”.
- The property is currently zoned Commercial “C”.
- The area is characterized as mixed use. The property is surrounded by businesses, undeveloped land and residential homes.
- All notifications and publications, as required by Ordinance and Statute, have been made. Staff mailed seven (7) notices to property owners within 200 feet of the applicant’s property, one letter has been received in favor of the request and none in protest.
- This case was heard by the Planning Commission on October 4, 2022 and they did recommend approval to Council.

With no additional comments the public hearing was closed.

2.0	MINUTES
2.1	Discussion and possible action concerning the approval of minutes of the Regular Meeting held on held on September 26, 2022

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.

3.0	CONSENT AGENDA
3.1	Discussion and possible action regarding purchases and charges in excess of \$4,000 from September 1-September 30, 2022.
3.2	Discussion and possible action regarding August 2022 Investment Report

Council member Kuehne moved to approve the consent agenda as presented, the motion was seconded by Council member Keele and with unanimous vote, the motion carried.

4.0	BOARDS/DEPARTMENT REPORTS
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5.0	ROUTINE MATTERS
5.1	City Manager’s Operational Report

City Manager deGraffenried reviewed his report:

- **Chamber Agreement-** minor changes executed by Staff that allow for the Chamber to request Event funding when they present their budget in July- however does not mean they can’t come to Council mid-year for a new event or request.
- **Airport Planning-** RFP’s are now closed for the Airport Planning request, over the next several weeks our local committee will review and score the proposals and return to TxDOT for contracting phase.
- **LEDC-** Ryan & Derrek will do a walk-through Tuesday, October 11, 2022 as the contractor is nearing substantial completion. Council is encouraged to do a site visit to look at improvements. The EDC Director position has been published, advertising has begun through TML, TEDC and local newspapers. Other communities in the areas such as Liberty Hill and Georgetown are also recruiting for EDC Director.
- **Tree-** As previously reported, the Pecan Tree outside of the Municipal Court and IT building will have to come down due to it being struck by lightning. The City has received a quote in the amount of \$2,500.00. Staff would like to move forward administratively, as allowed, unless Council has any objections or concerns.
 - *Council member Kuehne and Council member Clark would like to discuss preservation options with contractor; prior to moving forward. Staff will place on the October 24th Workshop Agenda to discuss.*

- **Skate Park-** pleased to report good progress is being made on the pad, geo-tech was out this week to review compaction. Staff is hopeful pad can be completed in the next week or two with Skate Park contractors coming to town in November.
- **Community Lunch-** Annual Community Lunch/Toy Drive is scheduled for December 5th.
- **EMS- Dispatching-** All seems to be going well, the last of the new hires started today.

5.2	MAYOR'S COMMENTS
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Mayor Monroe on behalf of the Downtown Courtyard Association thanked the Community, the Police Department, the Parks Department and all City Staff for a successful Fall Festival.

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 Keele moved to select photo entry #6 “Beauty of Nature”, Council member Pearce seconded the motion, with Council member Morris in opposition the motion carried.

7.2	Discussion and possible action regarding the first reading of an Ordinance to approve a request to rezone property from Commercial to Single Family Residential-6 ‘SF-6’ for property described as lots 9-10-11-12, Block 5, Whites Addition on East Avenue J (FM 580) between Casbeer Street and White Street.
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Council member Morris moved to approve the first reading of an Ordinance to rezone property from Commercial to Single Family Residential-6 ‘SF-6’ for property described as lots 9-10-11-12, Block 5, Whites Addition on East Avenue J (FM 580) between Casbeer Street and White Street, the motion was seconded by Council member Pearce and with a unanimous vote, the motion carried.

7.3	Discussion and possible action regarding selection of firm for Wayfinding Sign Master Plan.
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Council member Clark moved to award Studio 16:19 as the highest ranked firm to work with the City of Lampasas in creating a Wayfinding Sign Master Plan and to allow the City Manager, or his designees to negotiate contract details in an amount not to exceed \$60,000.00, the motion was seconded by Mayor Pro-Tem Williamson and with a unanimous vote, the motion carried.

7.4	Discussion and possible action regarding selection of contractor to remove concrete slab, footings, wash basins, and piers at the City of Lampasas Industrial Park
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Council member Morris moved to award contract for concrete removal, haul off and leveling of site to WT Excavation in the amount of \$38,300.00, the motion was seconded by Council member Clark and with a unanimous vote, the motion carried.

7.5	Discussion and possible action regarding annual contract with McCoy Tree Service through contract services with LCRA for tree trimming services in the amount of \$149,963.23
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Council member Clark moved to approve annual contract with McCoy Tree Service through contract services with LCRA for tree trimming services in an amount not to exceed \$150,000.00 and to allow the City Manager to execute any required documents, the motion was seconded by Mayor Pro-Tem Williamson and with a unanimous vote, the motion carried.

7.6	Discussion and possible action regarding the first reading of an Ordinance to amend the City of Lampasas Code of Ordinances Appendix A (fee schedule) to include the Campbell Park Pavilion.
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Council member Kuehne moved to approve the first reading of an Ordinance to amend the City of Lampasas Code of Ordinances Appendix A (fee schedule) to include the Campbell Park Pavilion, the motion was seconded by Council member Morris and with a unanimous vote the motion carried.

7.7	Discussion and possible action regarding approval of installation and removal of Christmas lights at WM Brook Park to H & H Tree Service in the amount of \$30,000.00 to be disbursed in three (3) installments.
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Mayor Pro Tem Williamson moved to approve the contract with H & H Tree Service to install, remove, label and package Christmas Lights at WM Brook Park in the amount of \$30,000.00 to be disbursed in three (3)

installments, the motion was seconded by Council member Morris and with a unanimous vote, the motion carried.

Adjourn-Council member Morris moved to adjourn the meeting at 6:10 pm, the motion was seconded by Council member Pearce and with a unanimous vote, the motion carried.

PASSED AND APPROVED this _____ day of _____, 2022.

TJ Monroe, Mayor

ATTEST:

Becky Sims, City Secretary