

**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 14, 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  
Jeff Smith, Fire Chief  
Charlie Boswell, Assistant Police Chief

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 condition and possible preservation of Pecan Tree outside Municipal Court Building by Lucien Hodges, H& H Tree Service.**

Mr. Hodges advised Council that the tree was struck by lightning and with the drought, there is no way to save the tree. The middle of the tree is dead into the earth; mushrooms are growing which is a sign of rot. It is Mr. Hodges recommendation that the tree be removed.

Without objection, Staff will handle administratively.

**3. Discussion and recap from Comprehensive Plan Workshop Meeting held on November 8, 2022**

Finley deGraffenried, City Manager reviewed the following objectives:

- Retail and Hospitality
- Code Enforcement-
  - Staff to provide report January 2023
- WWW Master Plans
  - Education on interceptor model provided by Eckermann Engineering
- Encourage Mixed Uses
- Buy Local Campaign
- Infrastructure Cost Share Opportunities
  - Solar System Impact
- Investment in Existing Properties
- Truck Traffic

- TxDOT Relief Route Meeting- November 17<sup>th</sup>
- Trails and Greenbelt
  - Pedestrian Traffic
    - Creek bed clean-up
    - Property Owners
    - Grant Opportunities
- New Hope Baptist Church/Historic Colored School
  - Lampasas Heritage Foundation
  - Opportunity for Building Badger Program at High School
- Transportation Planning
- Capacity Building and Coordination

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

There was no discussion.

**5. Adjourn Workshop Session**

Mayor Pro-Tem Williamson moved to adjourn the workshop session at 5:39 p.m., the motion was seconded by Council member Clark and with a unanimous vote, the motion carried.

<b>REGULAR SESSION</b>
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**ANNOUNCEMENTS**

**1. Call to Order**

Mayor Monroe called the Regular Session to order at 5:39 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**

- Swearing in Ceremony for Jeff Phillips and Jacob Loeve



	<b>PUBLIC HEARINGS/CITIZEN COMMENTS</b>
1.1	Citizen comments – Any citizen who desires to address the City Council on a matter <b>not included</b> on the Agenda may do so at this time. The City Council may not deliberate on items presented under this Agenda Item.

Mr. Wesley Alexander commended the Lampasas Police Department and Fire Department on their performance since Hamilton took over EMS Services. They have formed a great partnership and comradery among staff.

1.2	Citizen comments- Any citizen who desires to address the City Council on a matter <b>that is included</b> 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 to consider vacating 2.03 acre plat out of Daniel Stanley Survey, Abstract No. 631 Lampasas County, Texas. Per Local Government Code (LGC) 212.013 Vacating Plat and 212.014 Replatting without Vacating Preceding Plat.
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Mayor Monroe opened the public hearing.

- Becky Sims, Zoning Administrator presented the following:
- 2.03 acres subdivided in the LEDC Business Park
  - Previously owned by WTG Fuels
  - Request to vacate subdivision
  - Prerequisite to Business Park Subdivision Plat

With no further discussion, Mayor Monroe closed the public hearing.

1.4	Public Hearing to receive citizen comments to consider the approval, denial or approval with modifications the Preliminary Lampasas Business Park Subdivision Plat of 151.638 acres of land out of the Daniel Stanley Survey, Abstract No 631, Lampasas County, Texas.
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Mayor Monroe opened the public hearing.

- Becky Sims, Zoning Administrator presented the following:
- 151.638 acres
  - Subdivided into 5 lots
    - Lot 1- 7.526 acres
    - Lot 2- 3.706 acres
    - Lot 3- 9.762 acres
    - Lot 4- 98.813 acres
    - Lot 5- 25.192 acres
  - Located on west side of US Highway 183 South within Lampasas City Limits.
  - Light, Medium and High Intensity Zoning, specific layout TBD
  - City electric, water and sewer will be available in Phase 1
  - Planning Commission recommended approval to Council at the November 3 meeting.

Mr. deGraffenried advised that this platting will provide latitude for businesses. Staff will be mindful regarding subdivision as development begins. Marketing and discussion with prospects will continue to move forward.

With no further discussion, Mayor Monroe closed the public hearing.

1.5	Public Hearing to receive citizen comments to consider the approval, denial or approval with modifications the Final Lampasas Business Park Subdivision Plat of 151.638 acres of land out of the Daniel Stanley Survey, Abstract No 631, Lampasas County, Texas.
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Mayor Monroe opened the public hearing.

Becky Sims, Zoning Administrator presented the following:

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- Located on west side of US Highway 183 South within Lampasas City Limits.
- Light, Medium and High Intensity Zoning, specific layout TBD
- City electric, water and sewer will be available in Phase 1
- Planning Commission recommended approval to Council at the November 3 meeting.

With no further discussion, Mayor Monroe closed the public hearing.

1.6	Public Hearing to receive citizen comments to consider vacation and abandonment of 0.24 acres (60-foot-wide) of un-opened Deb Lynn Street- East of South Howe Street between outlot 18 and outlot 25 of the L.H.W Johnson Survey; part of 1003 S. Howe Street.
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Mayor Monroe opened the public hearing.

Becky Sims, Zoning Administrator presented the following:

Mike Kriegel, Surveyor on behalf of Jarvis Carlile, property owner is asking the Planning Commission and City Council to consider request to close, abandon, vacate and convey .24 acres (60 foot-wide) un-opened Deb Lynn Street between outlot 18 & outlot 25; part of 1003 S. Howe Street. Planning Commission requested

- The plat and field notes deeding the property to the Carlile's from the Stultz's was filed in 1985.
- Of the 0.64 acres; .04 acres is in outlot 25; which would convey to the McCoy's or be divided between both property owners.
- Copy of letter received from McCoy's at dais, along with minutes.
  - 2007 Planning Commission and Council approved the abandonment; however, Mr. Carlile chose not to move forward at that time.

Council member Clark questioned about possible drainage easement. Staff does not feel a drainage easement would be necessary.

Mr. McCoy reported that they are having a survey conducted for their property; however, they do feel that the portion of street lying in Outlot 25 should be conveyed to them; Staff agreed as long as there are no underlying conditions that would prevent the conveyance.

With no further discussion, Mayor Monroe closed the public hearing.

2.0	MINUTES
2.1	Discussion and possible action concerning the approval of minutes of the Regular Meeting held on held on October 24, 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.

2.2	Discussion and possible action concerning approval of minutes of the Special Meeting held on November 8, 2022
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Mayor Pro-Tem Williamson moved to approve the minutes as presented; the motion was seconded by Council member Keele, with Kuehne abstaining, the motion carried.

3.0	CONSENT AGENDA
3.1	Discussion and possible action regarding purchases and charges in excess of \$4,000 from October 1- October 31, 2022.

Mayor Pro-Tem Williamson 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

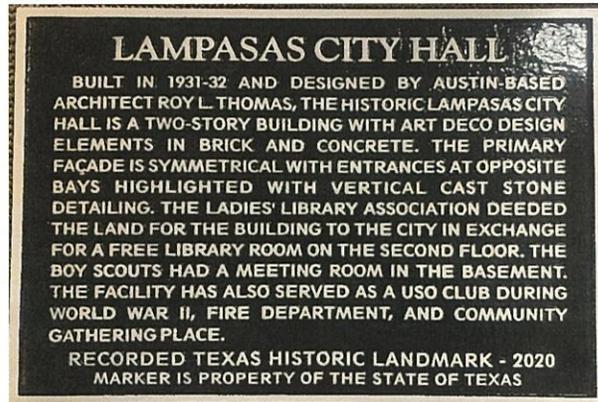
City Manager deGraffenried reviewed his report:

**EMS Service** Attached is the monthly report from Hamilton County Hospital District, Emergency Medical Service, for ambulance operational items and response times. The narrative includes Lampasas County, however; the chart of response times and calls is for the City of Lampasas only. The reports indicate a positive start for Hamilton with praise for the City’s dispatch service. As they note in their narrative, when response has been delayed both Lampasas Fire Department and a Hamilton Shift Captain have been on scene to render aid prior to the ambulance arriving. Without objection, staff might ask the Hamilton District Chief, Wesley Alexander, to report personally on a semi-annual basis.

**Historic Marker** After almost 2 years the City has received the Texas Historical Commission plaque for the Calvert Building. The designation was approved by the State in 2020 after being submitted by the Lampasas County Historical Commission. The designation was originally packaged by Jeff Jackson, who was also instrumental in researching the origin and history of the building. Staff will plan an unveiling, probably in 1Q 2023, to include some additional, overdue, signage.

Relief Route

Just a quick reminder that the Texas Department of Transportation (“TxDOT”), Brownwood District, will be conducting the 2<sup>nd</sup> Public Open House on the Feasibility of a relief route around Lampasas on November 17, 2022 at the Middle School, 902 South Broad, from 5:30 p.m. to 7:30 p.m. Council did provide formal support of the Study in October 2019, and the issue of increased traffic, particularly truck traffic, has been cited as a concern through public engagement platforms for the Comprehensive Plan.



Industrial Park

Ryan Ward, Assistant City Manager, reports that a contract has been executed for concrete removal at the City’s Industrial Park, 1310 McClean St. The contractor has indicated that demolition could begin as soon as mid-November, and to that end, the City has issued a Notice to Proceed (“NTP”) within 10 days of November 8<sup>th</sup>. The clearing is in anticipation of future lease and possible sale of the property.

Recycling Concern

The City, through a Council addressed email, received a concern from a County resident regarding not allowing County residents to take recyclable materials to the City’s Citizen Collection Station. Council may recall, the City investigated recycling and opted, based on public use and cost, to provide a single drop off location within the Citizen’s Collection Station. The increased cost for the service was incorporated in the charge for all trash customers of the City. The County resident stated they would not mind paying for the service, however; short of Council action, there is no means to collect fees for recycling from non-residents. Staff provides this as a report, and can place the item on a future agenda in the event further discussion is desired.

Airport

The Scoring Committee for review of Requests For Proposals, met on October 27<sup>th</sup> to review the three submissions for the Airport Master and Terminal Area Plan. The highest rated firm for the project was Parkhill, an experienced airport architectural and engineering firm. TxDOT was notified of the scoring and will handle final negotiation and contracting. The project is being underwritten through federal non-primary entitlement funds. The City’s match for the project is 10% which is estimated at \$20,000.00

Park Lights

Chris Eicher reports that H&H Tree Service is on track to have Brook Park lit by Thanksgiving. Council may have noticed lifts and ground lighting being installed over the last several weeks. All lighting and displays are scheduled to be up and in

place the week of November 13 for testing. Seasonal lighting will begin the day before Thanksgiving, November 23<sup>rd</sup>.

**LCRA Steps Forward** The annual LCRA Steps Forward volunteer event is scheduled for April 14, 2023. Each year LCRA provides their personnel to do volunteer, community service projects for member communities. Over the past several years, LCRA employees have landscaped parks, painted railing, spread playground mulch, and painted buildings. Chris Eicher will be identifying projects and submitting the formal request to LCRA on or before December 9<sup>th</sup>.

**Ft. Hood** Included as an attachment is the Heart of Texas Defense Alliance (“HOTDA”) Fort Hood Fast Facts. This is one of many statistical reports provided by HOTDA to its member communities which show personnel status and impacts in terms of family and civilian populations. The State Comptroller estimates the economic impact of FT. Hood to the Texas economy at over \$28 billion.

<b>Estimated Total Contribution of Fort Hood to the Texas Economy, 2021</b>	
<b>Total direct employment</b>	55,374
<b>Total employment (direct &amp; indirect)<sup>[3]</sup></b>	160,933
<b>Output<sup>[4]</sup></b>	\$28,886,145,000
<b>Gross domestic product<sup>[5]</sup></b>	\$16,967,542,000
<b>Disposable personal income<sup>[6]</sup></b>	\$11,224,637,000

Source: Regional Economic Models, Inc. (REMI) - model for Texas

**Skate Park** More rain has slowed the final pad work for the Skate Park. Providing we can have a few warm, dry days the pad could be complete within a week. SPA has been given the green light from the City to order steel for delivery to the site, which should arrive in 3 to 4 weeks. Although rain has been postponed work on other SPA projects in north Texas, staff is hopeful the project can go vertical by year end.

**Employees** Staff is pleased to recognize employees who began their City of Lampasas careers in November: Scott Haverly, 6 years; Charlie Boswell, 19 years; Jacob Hummer, 9 years; Derrick Eicher, 7 years; Mary Mendez, 15 years; Joe Schwartz, 15 years; Mary Garcia, 5 years; Dylan Boivin, 2 years; Micah Harry, 8 years; Joshua Palacio, 7 years; and Duane Griffith, 13 years.

**5.2 | MAYOR’S COMMENTS**

Mayor Monroe reported that she and Becky Sims, City Secretary were honored to educate Hanna Springs Third Graders on City Government and provide a tour of the City Council Chambers this past week.

**6.0 | UNFINISHED BUSINESS**

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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Mayor Pro-Tem Williamson moved to approve the monthly website photo entry, the motion was seconded by Council member Clark and with a unanimous vote, the motion carried.

7.2	Discussion and possible action to recommend approval to City Council to vacate 2.03 acre plat out of Daniel Stanley Survey, Abstract No. 631 Lampasas County, Texas. Per Local Government Code (LGC) 212.013 Vacating Plat and 212.014 Replatting without Vacating Preceding Plat.
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Council member Keele moved to vacate 2.03 acre plat out of Daniel Stanley Survey, Abstract No. 631 Lampasas County, Texas. Per Local Government Code (LGC) 212.013 Vacating Plat, the motion was seconded by Mayor Pro-Tem Williamson and with a unanimous vote, the motion carried.

7.3	Discussion and possible action to consider approval, denial or approval with modifications the Preliminary Lampasas Business Park Subdivision Plat of 151.638 acres of land out of the Daniel Stanley Survey, Abstract No 631, Lampasas County, Texas
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Mayor Pro-Tem Williamson moved to approve the Preliminary Lampasas Business Park Subdivision Plat of 151.638 acres of land out of the Daniel Stanley Survey, Abstract No 631, Lampasas County, Texas, the motion was seconded by Council member Keele and with a unanimous vote, the motion carried.

7.4	Discussion and possible action to consider approval, denial or approval with modifications the Final Lampasas Business Park Subdivision Plat of 151.638 acres of land out of the Daniel Stanley Survey, Abstract no 631, Lampasas County, Texas.
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Mayor Pro-Tem Williamson moved to approve the Final Lampasas Business Park Subdivision Plat of 151.638 acres of land out of the Daniel Stanley Survey, Abstract no 631, Lampasas County, Texas, the motion was seconded by Council member Pearce and with a unanimous vote, the motion carried.

7.5	Discussion and possible action regarding a quote from CDW-G for Citrix DaaS Premium Plus, a cloud-based Desktop as a Service (DaaS) application, allowing remote access to the network, in the amount of \$8,497.75.
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Mayor Pro-Tem Williamson moved to approve the quote from CDW-G for Citrix DaaS Premium Plus, a cloud-based Desktop as a Service (DaaS) application, allowing remote access to the network, in the amount of \$8,497.75, the motion was seconded by Council member Clark and with a unanimous vote, the motion carried.

7.6	Discussion and possible action regarding the approval of a fee increase at Hancock Park Golf Course
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Council member Morris moved to approve the first reading of an Ordinance amending Lampasas Code of Ordinances, Appendix A -Fee Schedule Chapter 54 Parks and Recreation, G. Golf Course Fees, the motion was seconded by Council member Keele and with a unanimous vote, the motion carried.

7.7	Discussion and possible action regarding reappointment of board members to the Library Advisory Board
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Council member Kuehne moved to reappoint D'Anne Willis and Ruth Martin to the Library Advisory Board, the motion was seconded by Council member Clark and with a unanimous vote, the motion carried.

**7.8 Discussion and possible action regarding appointment of board member to the Zoning Board of Adjustment**

Council member Kuehne inquired if Mr. Hefley was asked to be on this board. Mrs. Sims advised no, although we have spoken on two recent occasions about his interest in being on a board he was not asked about this vacancy. Mr. Hefley has an interest in being on any board where he can be of assistance; whereas Mr. Hernandez applied for ZBA only. Staff reviews applicants interests and recommend accordingly to fill vacancies.

Council member Keele moved to appoint Eric Hernandez to the Zoning Board of Adjustment Advisory Board, the motion was seconded by Council member Pearce and with a unanimous vote, the motion carried.

**7.9 Discussion and possible action regarding the appointment of board member to the Construction Board of Adjustment and Appeals**

Council member Morris moved to appoint Cory Butts to fill the mechanical vacancy on the Construction Board of Adjustment and Appeals Advisory Board, the motion was seconded by Council member Keele and with a unanimous vote, the motion carried.

Adjourn into Executive Session

Council member Morris moved to adjourn into Executive Session at 6:50 p.m., the motion was seconded by Council member Clark and with a unanimous vote, the motion carried.

**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 551.071 (1) (A) and 551.071(2), Consultation with Attorney by telephone and/or in person concerning matters upon which the attorney has a duty and/or responsibility to report to the governmental body; Cause No 302-699-C, District Court of Bell County, Central Texas Water Supply Corporation v. Kempner Water Supply Corporation v. City of Lampasas and/or other matters posted on the regular agenda.

Adjourn back into Regular Session- 7:12 p.m.

**REGULAR SESSION**

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

No action taken

*Adjourn*-Council member Morris moved to adjourn the meeting at 7:13 pm, the motion was seconded by Council member Clark and with a unanimous vote, the motion carried.

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

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

ATTEST:

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