

**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 8, 2023
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:

Cathy Kuehne
Chuck Williamson
Herb Pearce
Davis Keele
Zachary Morris

Council Members Absent:

N/A

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
Yvonne Moreno, Finance Director
Stacey Ybarra, EDC Director
Carlos Garcia, Street Superintendent
K.A. Morris, Electric Crew Supervisor
Wayne Sanders, Electric Superintendent

WORKSHOP SESSION

1. Call to order Workshop Session

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

2. Adjourn into Executive Session

Council member Kuehne moved to adjourn into executive session at 5:32 p.m., the motion was seconded by Council member Keele 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 551.086 (Relating to the authority of public power utility governing bodies to deliberate regarding competitive matters) – Utilities

Section 551.087 (economic development)- (1) to receive and evaluate financial information received from a business prospect, to discuss same, and/or to deliberate regarding commercial or financial information that the City has received from a business prospect that the City seeks to have locate, stay, or expand in or near the city, with which the City is conducting economic development negotiations; and/or (2) to deliberate an offer of any financial or other incentives to any business prospect described above

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 including but not limited to discussion and/or other matters posted on the regular agenda.

Adjourn Executive Session and reconvene workshop session @ 7:07 p.m.

Without objection Council took a 15-minute break, Workshop reconvened @ 7:17 p.m.

WORKSHOP SESSION

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

Council member Morris moved to direct staff to procure engagement and/or extension of engineering and analyst services related to pre-treatment of Ajinomoto Foods effluent within parameters discussed during closed session, the motion was seconded by Council member Kuehne and with a unanimous vote, the motion carried.

Council member Morris moved pursuant to Lampasas Code of Ordinances, Chapter 82, Utilities, Division 5, Industrial Sewer Use, to set wastewater surcharge fees at 88.49 cents per lb. of BOD and 23.02 cents per lb. of TSS, the motion was seconded by Council member Kuehne and with a unanimous vote, the motion carried.

Council member Morris moved to authorize staff to negotiate terms of a purchase power agreement related to the City's Wholesale Electric providers, the motion was seconded by Council member Kuehne and with a unanimous vote, the motion carried.

4. Discussion and updates related to Solar Eclipse Event

Chief Smith presented the preliminary budgetary needs to fund the Solar Eclipse Event in April 2024

Solar Eclipse 2024 - Total Budget	
Item	Total Cost
Sanitary Restrooms	\$46,914.00
Dumpsters	\$10,348.69
Fencing	\$23,000.00
Parking Management	\$15,000.00
Radios	\$960.00
Traffic Management	\$50,000.00
O/T Staffing	\$31,136.00
Supplies	\$5,000.00
Total	\$182,358.69

Solar Eclipse 2024 - Staff O/T Budget	
Department	O/T Cost
Police	\$2,500
Fire	\$5,500
Parks	\$6,400
Electric	\$6,400
W/WW	\$6,720
Streets	\$3,616
Total	\$31,136

Solar Eclipse 2024-Budget by Facilities									
Facility	Number of Parking Spaces	Estimated Number of People	Estimated Number of Sanitary Restrooms	Estimated Number of Dumpsters	Price for Restrooms w/everything included	Estimated Price for Dumpsters	Estimated Price for Fencing	Estimated Price for Parking Mgmt.	Total Price per Facility
Turner	285	1140	23	1	\$3,978	\$941.00			\$4,919
Sports Complex	2110	8440	169	3	\$28,658	\$2,822	\$23,000	\$15,000	\$69,480
Brook Park	200	800	16	1	\$2,890	\$941.00			\$3,831
Avenue A	70	280	6	1	\$1,226	\$941.00			\$2,167
Campbell	60	240	5	1	\$1,098	\$941.00			\$2,039
Garrett	105	420	8	1	\$1,674	\$941.00			\$2,615
Downtown			10	1	\$1,930	\$941.00			\$2,871
Airport			20	1	\$3,530	\$941.00			\$4,471
Business Park			10	1	\$1,930	\$941.00			\$2,871
Total	2830	11320	266	11	\$46,914	\$10,349	\$23,000	\$15,000	\$95,263

*Estimated number of people is based on the number of parking spaces multiplied by 4

*Estimated number of Sanitary Restrooms is based on 2 restrooms for every 100 people

*Dumpster Prices are based on: (\$285.79 for delivery + \$428.68 for haul + \$6.86 for rent/a day + \$34.29 for disposal per ton) We will have the dumpsters Saturday through Tuesday. The typical 40 yard roll off holds 5-6 tons.

*Fencing at 580 Sports Complex is to fence off 16 acres of land with irrigation

5. Discussion and updates related to Substandard Structures.

Becky Sims, City Secretary provided Council progress updates to the substandard properties identified by Staff in January 2023. Staff sent letters to ten (10) property owners in March; responses have been good; improvements to properties have been made. Staff will prepare letters for the remaining 25 properties identified and exhaust all efforts to mitigate the properties.

6. Discussion regarding Chamber of Commerce and Visitor Center Bi-Annual Report

Melissa Unger, Chamber Director presented the bi-annual report. Staff reviewed expenditures and recommends reimbursement of expenses in the amount of \$27,835.87. There is a corresponding action item on the regular agenda.

7. Discussion regarding HOP- Rural Transit System

Finley deGraffenried, City Manager attended the May HOP- Rural Transit System meeting with Mayor Monroe. He took the opportunity to advise of services provided, funding needs and counties they serve. During the regular session Council will be asked for volunteers and appointment of members to a sub-committee with County Commissioners.

8. Discussion regarding FY 2024 Budget

Mr. deGraffenried presented the following:

- *Budget Assumptions*
 - *Maintain flat expense, with a conservative revenue plan*

- *Optional use of fund balance as allowed by Policy*
- *Review organizational needs related to personnel, compensation, equipment, and capital needs.*
- *Seek Council input on priorities, workshops, workshop topics and department hearings.*
- *Funds and Fund Balances*
- *Target Dates*
 - *Year End Projections by May 30th*
 - *Preliminary Department Budget complete by before June 15th*
 - *CIP Report for Council Presentation- June 12th*
 - *Health Insurance Rate- June 15th*
 - *Appraisal District Preliminary Role- July 31st*
 - *FY 2024 Budget Roll-Out July 10th*
- *Next Steps and Council Direction*
 - *Specific topics, study, research or investigation.*

9. Discussion regarding any item on the regular agenda

There was no discussion.

Adjourn Workshop Session

Council member Morris moved to adjourn the workshop session at 7:53 p.m.; the motion was seconded by Council member Keele and with a unanimous vote, the motion carried.

REGULAR SESSION

ANNOUNCEMENTS

A. Call to Order

Mayor Monroe called the Regular Session to order at 5:55 p.m.

B. 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.

C. Presentations and Proclamations

Mayor Monroe and Council recognized the following via Proclamation:

- *The Mayor and City Council recognized National Police Week May 14th-May 20th 2023*



- The Mayor and City Council recognized National Public Works Week May 21st- May 27th, 2023



PUBLIC HEARINGS/CITIZEN COMMENT	
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 to amend Appendix A (Fee Schedule), Chapter 82 (Utilities), Article V, Section (h) (Water Rates) of the Code of Ordinances of the City of Lampasas providing for an increase in the rates.
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Mayor Monroe opened the public hearing:

Finley deGraffenried, City Manager advised the proposed rate increase was discussed at the February 13th, March 27th and April 24th Council Meetings. The proposed base rate will increase the ready to service rate by \$2.25 per month and the consumption rate will increase by \$0.10 per 1,000 gallons consumed.

With no additional comments the public hearing was closed.

1.4	Public hearing to receive citizen comments to amend Appendix A (Fee Schedule), Chapter 82 (Utilities), Article V, Section (f) (Electric Service Rates) of the Code of Ordinances of the City of Lampasas providing for an increase in the rates
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Mayor Monroe opened the public hearing:

Finley deGraffenried, City Manager advised the proposed rate increase was discussed at the February 13th, March 27th and April 24th Council Meetings. The proposed increase in electric rates was discussed as a means to off-set increases in future ancillary costs, increases related to electric reliability, and increases to wholesale cost of electricity. An increase of \$0.0070 per kwh is proposed for all service categories.

With no additional comments the public hearing was closed.

1.5	Public hearing to receive citizen comments to amend Appendix A (Fee Schedule), Chapter 62 (Solid Waste), Article III, Billing, Rates and Fees related to the collection of Solid Waste
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Mayor Monroe opened the public hearing:

Mr. deGraffenried, advised the solid waste contract between the City of Lampasas and Waste Connections was renewed for a five-year term in May 2020. The contract allows for annual increases as deemed necessary per the Consumer Price Index (CPI), The percentage of increase, calculated by the mechanism within agreement, equals 6.41% increase to the solid waste rates. The new rates are outlined in the attached Ordinance.

With no additional comments the public hearing was closed.

2.0	MINUTES
2.1	Discussion and possible action concerning approval of minutes of the Special Meeting held on April 24, 2023

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 April 1, 2023- April 30, 2023
3.2	Discussion and possible action regarding the March 2023 Investment Report.

Mayor Pro Tem Williamson moved to approve the consent agenda as presented; the motion was seconded by Council member Morris and with a 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:

I-14 On April 26, 2023 City staff and some elected officials participated in a TxDOT presentation on the I-14 System in Texas. Discussion included an overview of the proposed System including Infrastructure, Demographics and Economic Analysis, Freight, Safety and Traffic. The Congressional designation of I-14 as a high priority corridor includes roadway from Augusta, Georgia to Odessa, Texas, however; there is currently no specific

federal or state funding. Staff is pleased to share the entire power point presentation to Council on request.

Campbell Park

Staff is sorry to have to report that Campbell Park was the target of vandalism last weekend. This happens too frequently, at many City facilities, and staff have responded by continuing to research options for surveillance and deterrent, including mobile and permanent video devices. The Police Department is investigating all leads in this most recent incident.

Drainage Projects

Staff met, virtually, with consultants for the Lower Brazos Regional Flood Planning Group to receive an update on the 2023 Plan and to discuss possible eligible projects for inclusion as a Plan amendment. In 2019, Senate Bill 8 was passed to create a comprehensive Flood Plan for the State of Texas, modeled similarly to the State Water Plan. Staff reviewed, with consultants, current work on the Fairview drainage area as well as flooding issues in the northeast part of Lampasas. Halff and Associates, the consultants to the Plan, will review Lampasas projects to include in the Plan, which is a requirement in the event funding is sought through the Texas Water Development Board.

Wings of Eagles

Council member Pearce reported to staff a recent conversation with sponsors of the Wings of Eagles outreach. The group is seeking potential locations to conduct their outreach and work with youth, and the discussion included the possible use of the City owned Historic Colored School and New Hope Baptist Church. Staff provides this information as a report item, but also encourages discussion regarding interest from the Council and possible next steps. Mr. Pearce may offer comment as well.

Pools

Council may have noticed recent, additional, advertisement for Swimming Pool positions at both Hancock Park and Hanna Spring. The positions were closed, however; after contacting applicants, staff determined the number of qualified, available potential employees needed to be increased. Chris Eicher also reports his grateful satisfaction with the new Pool Manager, and her ability to handle all aspects of the position.

EMS Report

Attached is the Hamilton County Hospital District Emergency Medical Services (“EMS”) report for April. The Report indicates that out of 229 calls for the month in Lampasas County, 122, or 53%, were for service within the City of Lampasas. Response times for the City remain well within goal at 4 minutes and 31 seconds.

Springs

Chris Eicher reports that staff from the Texas Water Development Board (“TWDB”) were in Lampasas on April 28th to review and sample springs. TWDB staff noted that Hanna Spring runs about 24,400 gallons per hours and has about 8000 ppm corrosive dissolved solids, where a typical well or spring will have 400 to 600 dissolved solids. When the remaining information is compiled, TWDB will email the report, which will be passed on to Council.

5.2	MAYOR’S COMMENTS
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The Mayor 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	Discuss and consider the selection of winner of the website photo contest entry
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Council member Kuehne moved to approve selection #2, the motion was seconded by Council member Keele and with a unanimous vote, the motion carried.

7.2	Discussion and acceptance of the Lampasas County Chamber of Commerce and Visitor Center Bi-Annual Report.
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Council member Keele moved to accept the Lampasas County Chamber of Commerce and Visitor Center Bi-Annual Report, the motion was seconded by Council member Morris and with a unanimous vote, the motion carried.

7.3	Discussion and possible action regarding the first reading of an Ordinance to approve proposed electric rates
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Council member Keele moved to approve the first reading of an Ordinance approve proposed electric rates, the motion was seconded by Council member Morris and with a unanimous vote, the motion carried.

7.4	Discussion and possible action regarding the first reading of an Ordinance to approve proposed water rates.
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Mayor Pro Tem Williamson moved to approved the first reading of an Ordinance to approve proposed water rates, the motion was seconded by Council member Morris and with a unanimous vote, the motion carried.

7.5	Discussion and possible action regarding the first reading of an Ordinance to approve proposed garbage rates.
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Council member Keele moved to approve the first reading of an Ordinance approve proposed garbage rates, the motion was seconded by Council member Morris and with a unanimous vote, the motion carried.

7.6	Discuss and consider a Resolution of the City Council to support the Spring Ho Festival to be held July 3-9, 2023
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Council member Keele moved to approve the Resolution in support of the Spring Ho Festival to be held July 3-9, 2023, the motion was seconded by Council member Morris and with a unanimous vote, the motion carried.

7.7	Discussion and possible action regarding HOT Fund request by the Spring Ho Committee in an amount not to exceed \$7,500.00 for the Annual Spring Ho Festival July 3-9, 2023
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Council member Kuehne moved to approve the HOT fund request in an amount not to exceed \$7,500.00 for the annual Spring Ho Festival, the motion was seconded by Council member Keele, with Council member Morris abstaining the motion carried

7.8	Discussion and possible action regarding the approval of a street closure for the GO Texan Street Dance to be held on the Courtyard Square September 23, 2023
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Council member Morris moved to approve the street closure for the Lampasas County GO Texan Street Dance to be held on the Courtyard Square on September 23, 2023, the motion was seconded by Council member Keele and with a unanimous vote, the motion carried.

7.9 Discussion and possible action regarding Lampasas County Area Go Texan BBQ Cook-off at the 580 Sports Complex October 13-14, 2023.

Council member Keele moved to approve the Go Texan BBQ Cook-off at the 580 Sports Complex October 13-14, 2023, the motion was seconded by Council member Morris and with a unanimous vote, the motion carried.

7.10 Discussion and possible action regarding the 580 Sports Complex- Multi Purpose Trail System and disc golf.

Council member Morris moved to approve moving forward with the trail design phase with a completion date of July 15, 2023 or before and upon completion set the disc golf tee boxes as designed, the motion was seconded by Council member Kuehne and with unanimous

7.11 Discussion and possible action regarding approval of Spring Ho Fireworks Event coordinated by Pyrotecnico Fireworks, Inc. to be held during Spring Ho week at Gavin Garrett Soccer Field on July 5, 2023.

Council member Kuehne moved to approve the Spring Ho Fireworks Event coordinated by Pyrotecnico Fireworks, Inc. to be held during Spring Ho week at Gavin Garrett Soccer Field on July 5, 2023, the motion was seconded by Council member Keele and with a unanimous vote, the motion carried.

7.12 Discussion and possible action regarding appointment of City Council members to the HOP-Rural Transit sub-committee with Lampasas County.

Council member Kuehne moved to appoint Council member Keele and Council member Morris to the HOP-Rural Transit sub-committee with County Commissioners, the motion was seconded by Mayor Pro-Tem Williamson and with a unanimous vote, the motion carried.

7.13 Discussion and possible action regarding amendments to the 1445 agreement between the City of Lampasas and Lampasas County.

Council member Keele moved to approve the amended 1445 agreement between the City of Lampasas and Lampasas County the motion was seconded by Council member Pearce and with a unanimous vote, the motion carried.

Adjourn- Council member Morris moved to adjourn at 8:50 p.m., the motion was seconded by Council member Kuehne and with a unanimous vote, the motion carried.

PASSED AND APPROVED this _____ day of _____, 2023.

TJ Monroe, Mayor

ATTEST

Becky Sims, City Secretary