

**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 9, 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 Pearce presiding.

Council Members Present:

Zac Morris
Eric Hernandez
Davis Keele
Charlie Pratus
Cathy Kuehne arrived at 5:36 pm

Council Members Absent:

Chuck Williamson

City Staff Present:

Finley deGraffenried, City Manager
Becky Sims, City Secretary
Yvonne Moreno, Finance Director
Monica Wright, IT Director
Ryan Ward, ACM
Jody Cummings, Police Chief
Charlie Boswell, Asst. Police Chief
Jeff Smith, Fire Chief
Stacey Ybarra, EDC Director
Chuck Montgomery, Patrol Lt.
Megan Hale, Police Officer

WORKSHOP SESSION

5:30 p.m.

1. Call to order Workshop Session

Mayor Pearce opened the workshop session at 5:30 p.m.

2. Discussion regarding Memorandum of Understanding with Lampasas Trails, regarding establishment and maintenance of the trails at the 580 Complex.

Ryan Ward, ACM advised the draft Memorandum of Understanding (MOU) is to establish a general framework of cooperation between the City of Lampasas and the Lampasas Trails Mountain Bike Organization, a 501(c) nonprofit organization in Lampasas, Texas, for the purpose of establishment, improvement and maintenance of multi-purpose trails on City owner property located at the 580 Sports Complex in Lampasas, Texas. Establishing responsibilities between the City and the Lampasas Trails organization will ensure success and allow for obtainable expectations between both parties. Legal counsel is reviewing this document.

Staff will bring final draft to Council for consideration.

3. Discussion regarding any item on the regular agenda

There was no discussion

4. Adjourn Workshop Session

Council member Pratus moved to adjourn the workshop session at 5:35p.m. the motion was seconded by Mayor Pro Tem Morris and with a unanimous vote, the motion carried. (Williamson absent)

REGULAR SESSION

ANNOUNCEMENTS

A. Call to Order

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

Swearing in of Officer Megan Hale



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 relating to repealing Ordinance 1696, Lampasas Code of Ordinances, Chapter 50, Offenses, Article II “Curfew for Minors”, Lampasas Texas, Lampasas County repealing any inconsistent provisions; providing an effective date per H.B 1819, Sec. 370.007. Juvenile Curfews Prohibited.
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Mayor Pearce opened the public hearing.

Becky Sims, City Secretary advised opportunity to hear citizen comments relating to the repeal of Ordinance 1696, Lampasas Code of Ordinances, Chapter 50, Offenses, Article II “Curfew for Minors” per House Bill (H.B.) 1819, Sec 370.007, Juveniles Curfew Prohibited.

With no citizen comments, Mayor Pearce closed the public hearing.

2.0	MINUTES
2.1	Discussion and possible action concerning the approval of minutes of the Regular Meeting held on September 25, 2023.

Council member Pratus moved to approve the minutes as presented; the motion was seconded by Council member Hernandez; with Council member Keele and Council member Kuehne abstaining, the motion carried. (Williamson absent)

3.0	CONSENT AGENDA
3.1	Discussion and possible action regarding purchases and charges in excess of \$4,000 from September 1, 2023-September 30, 2023.
3.2	Discussion and possible action regarding August 2023 Investment Report

Mayor Pro Tem Morris moved to approve the consent agenda as presented; the motion was seconded by Council member Pratus, and with a unanimous vote, the motion carried. (Williamson absent)

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:

Airport The Kick-off Meeting for the Airport Layout and Master Plan was conducted on September 27th with all City appointed stakeholders in attendance. The Consultants, Parkhill and Centurion Planning, reviewed the background of their firms, the planning timeline and strengths of the Airport. After the meeting, staff did discuss ways to improve the delivery of information and engage in more productive discussion with consultants. The next meeting has been tentatively targeted for the end of November.

Police Update Council will have the opportunity to meet the City's newest Patrol Officer on October 9th, but Chief Cummings didn't mind that staff introduce Megan Hale through this report. Feedback on her performance at the Academy was very positive, and she brings 7 years of previous experience with Bell County Juvenile Probation.

Community Lunch Chief Cummings reports that the date for the Police and Fire Department Community Lunch and Toy Drive has been scheduled for Monday December 4th at the Fire Station. The annual event provides the opportunity for fellowship and the collection of toys for distribution by the Lampasas Volunteer Fire Department. The lunch is well worth the price of a toy or your generous donation.

Year End Yvonne reports that auditors have requested and pulled their initial audit documents, primarily related to revenue and payroll, for review. Auditors will return on site in late January to complete their review of finance documentation. Inventory was completed by City departments last week and forwarded the Finance Department for auditor review. Staff will run some preliminary year-end statements from the City's General Ledger software, particularly related to performance of Water/Wastewater and Electric Departments, however; staff reminds Council full year-end close-out may take 60 to 90 days.

Hostess House Staff received a preliminary timeline for architectural design for the Hostess House from Reliance Architecture. The timeline indicates an initial plan set, for City review, should be available in 6 to 8 weeks. Mr. Naylor suggested the timeline represents a conservative estimate, and was hopeful the timeline could be compressed. Staff review will include the Building Department, Fire Department and Parks Department.

5.2	MAYOR'S COMMENTS
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The Mayor had no comments at this evening's meeting.

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 repeal Ordinance 1696 of the City of Lampasas Code of Ordinances, Chapter 50, Article II "Curfew for Minors", repealing any inconsistent provisions; and providing an effective date per H.B 1819, Sec. 370.007. Juvenile Curfews Prohibited.
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Council member Hernandez moved to approve the first reading of an Ordinance to repeal Ordinance 1696 of the City of Lampasas Code of Ordinances, Chapter 50, Article II "Curfew for Minors", repealing any inconsistent provisions; and providing an effective date per H.B 1819, Sec. 370.007. Juvenile Curfews Prohibited, the motion was seconded by Mayor Pro Tem Morris and with a unanimous vote, the motion carried. (Williamson absent)

7.2	Discussion and possible action regarding Memorandum of Agreement between the City of Lampasas and Lampasas County Chamber of Commerce and Visitor Center for the Solar Eclipse Event in April 2024.
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Stacey Ybarra, EDC Director advised at the August 28, 2023 Council meeting, Council agreed to provide cost recovery to the Chamber for reservation and collection services. The Chamber has agreed to manage reservations, handle public inquiries, and payment collection for the Eclipse Events in April 2024. In return, the Chamber of Commerce Visitor Center will keep 15% of the fees from these reservations as payment for their work, and after the event, will give the remaining 85% of the total collected fees to the City of Lampasas. The attached memorandum has been reviewed by Counsel.

Council member Kuehne moved to approve the Memorandum of Agreement between the City of Lampasas and Lampasas County Chamber of Commerce and Visitor Center for the Solar Eclipse Event in April 2024, the motion was seconded by Council member Pratus and with a unanimous vote, the motion carried. (Williamson absent)

7.3	Discussion and possible action regarding Resolution to nominate individuals for Lampasas Central Appraisal District (LCAD) Board of Directors.
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Council member Pratus moved to nominate Chris Harrison, Bill Peterson, Marshal Brewer, David Barclay and Phillip Garrett to the LCAD Board of Directors, the motion was seconded by Mayor Pro Tem Morris, and with Council member Kuehne in opposition, the motion carried. (Williamson absent)

7.4	Discussion and possible action regarding approval of agreement with H & H Tree Service to install and remove Christmas lights at WM Brook Park in the amount of \$30,000.00 to be disbursed in three (3) installments.
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Mayor Pro Tem Morris moved to approve the agreement with H & H Tree Service to install and remove 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 Kuehne and with a unanimous vote, the motion carried. (Williamson absent)

7.5	Discussion and possible action concerning the approval of a bid from Silsbee Toyota in the amount of \$49,751.00 for a 2024 Toyota Tundra Crew Max SR 4x2 to replace a 2004 Chevrolet 1500 pickup for the Water/Wastewater Operations Supervisor.
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Council member Keele moved to approve the bid from Silsbee Toyota in the amount of \$49,751.00 for a 2024 Toyota Tundra Crew Max SR 4x2 to replace a 2004 Chevrolet 1500 pickup for the Water/Wastewater Operations Supervisor, the motion was seconded by Council member Hernandez and with a unanimous vote, the motion carried, (Williamson absent)

7.6	Discussion and possible action to consider a variance as defined in the City of Lampasas Code of Ordinances, Chapter 22 Businesses, Article II, Alcoholic Beverages, Sec. 22-33, sales near churches, schools or hospitals, for Alamo Coffee, at the proposed location of 401 S. Key Avenue to sell beer and wine within 300 ft of a church, private school, public school, or public hospital
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Becky Sims, City Secretary advised of the following:

- *This provision is a safety measure for each municipality. TABC granted the authority to each municipality to enforce and/or to grant a variance based on what is in the best interest of the Community.*
- *The proposed location has been vacant since 2018 and has been in need of rehabilitation for many years. This location is on the main retail strip and is a focal point for citizens, as well as, travelers into our community. This is in line with the vision of the Comprehensive Plan on rehabilitating substandard structures and to improve the Key Avenue corridor with attractive destinations and services*
- *Mr. Cornish started his coffee business in January 2020, as a wholesaler. In November 2020, he expanded his services and opened Alamo Coffee Café. Over the years, they have expanded their food items to provide more variety and beverage options that include teas, energy drinks and smoothies. This new opportunity and location will allow Mr. Cornish to expand his business plan, allow for easier access to his establishment and to benefit from Key Avenue traffic. He opened a Round Rock location in the summer of 2022 with the same business plan as what is being proposed at this new*

location. This new location will provide room for outside seating, green space and outdoor games for patrons to enjoy.

- Staff believes the investment at this location is in the best interest of the Community.

Mayor Pro Tem Morris moved to approve a variance as defined in the City of Lampasas Code of Ordinances, Chapter 22 Businesses, Article II, Alcoholic Beverages, Sec. 22-33, sales near churches, schools or hospitals, for Alamo Coffee, at the proposed location of 401 S. Key Avenue to sell beer and wine within 300 ft. of a church, private school, public school, or public hospital, the motion was seconded by Council member Pratus and with a unanimous vote, the motion carried. (Williamson absent)

7.7	Discussion and possible action regarding the reappointment of Bob Caughron and Danielle Shepard to the Zoning Board of Adjustment Board.
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Council member Keele moved to reappoint Bob Caughron and Danielle Shepard to the Zoning Board of Adjustment Board, the motion was seconded by Council member Kuehne and with a unanimous vote, the motion carried. (Williamson absent)

7.8	Discussion and possible action to reappoint Robin Gradel, Shane Jones and Tasha Bates to the Parks and Recreation Advisory Board.
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Council member Kuehne moved to reappoint Robin Gradel, Shane Jones and Tasha Bates to the Parks and Recreation Advisory Board, the motion was seconded by Mayor Pro Tem Morris, and with a unanimous vote, the motion carried. (Williamson absent)

7.9	Discussion and possible action to reappoint Sheryl Hausmann, Lucy Walker, Judy Lansford and Susan Browder to the Library Advisory Board.
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Mayor Pro Tem Morris moved to reappoint Sheryl Hausmann, Lucy Walker, Judy Lansford and Susan Browder to the Library Advisory Board, the motion was seconded by Council member Kuehne and with a unanimous vote, the motion carried (Williamson absent)

7.10	Discussion and possible action to reappoint Richard Procter to the Construction Board of Adjustment and Appeal Board.
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Council member Hernandez moved to reappoint Richard Procter to the Construction Board of Adjustment and Appeal Board, the motion was seconded by Mayor Pro Tem Morris, with a unanimous vote, the motion carried. (Williamson absent)

Adjourn- Mayor Pro Tem Morris moved to adjourn at 6:10 p.m., the motion was seconded by Council member Pratus and with a unanimous vote, the motion carried. (Williamson absent)

PASSED AND APPROVED this _____ day of _____, 2023.

Herb Pearce, Mayor

ATTEST

Becky Sims, City Secretary