

**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, February 26, 2024  
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:**

Chuck Williamson  
Eric Hernandez  
Davis Keele  
Zachary Morris  
Ryan Ward, ACM  
Cathy Kuehne- arrived at 5:35  
Charlie Pratus

**City Staff Present:**

Finley deGraffenried, City Manager  
Becky Sims, City Secretary  
Jody Cummings, Police Chief  
Joe Adams, Interim FD Chief  
Stacey Ybarra, EDC Director  
Van Berry, GC Manager  
Kris Morin, GC Manager  
Carlos Garcia, Street Superintendent

**Council Members Absent:**

N/A

**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 Agreement between United States Army Garrison (USAG) and Central Texas Surrounding Cities for Cen-Tex Sustainable Communities Partnership.**

*Becky Sims, City Secretary advised that this document represents a partnership between Fort Cavazos and neighboring communities to support and enhance environmental goals and projects that improve the quality of life in each of the surrounding cities. The Memorandum of Understanding is set to be renewed for a 10-year term; with the stipulation that at any time either party can terminate the agreement. The City of Lampasas has been part of this partnership since 2015. This partnership is an invaluable resource and effective collaborative effort to bring neighboring communities together and spotlight their individual ambassadors who make a difference in their community.*

*Council member Pratus inquired about events, Mrs. Sims advised of annual ceremonies for proclamation signing and community ambassador recognition.*

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

*There was no discussion*

**4. Adjourn Workshop Session**

*Without objection, Mayor Pearce adjourned workshop at 5:34 pm and went directly into the regular session.*

**REGULAR SESSION**

**ANNOUNCEMENTS**

**A. Call to Order**

*Mayor Pearce called the Regular Session to order at 5:35 pm*

**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**

- Service Recognition- Carlos Garcia- 20 years



**D. Recognition of the Misti Talbert Community Champions**

- Lorelai Dressell & Abigail Justice

*These two girls are girl scouts from local troop 6005 and they have completed all their service hours at the Lampasas Animal Shelter. Combined they have completed 800 hours in 2023. They are at every event we host and have spent many weekends/evenings helping the staff do whatever is needed to make the shelter animal's lives better. I am so proud of them as their troop leader and even more proud as the Shelter Supervisor to see these girls putting in so many hours for something they believe in and love.*



- Janet Crozier

*I'm nominating my mom, Janet Crozier, who is the founder and President of the Lampasas Community Garden. She has worked tirelessly for four years cultivating, building community awareness and installing accessible gardens for all to enjoy and more importantly, grow their own food and gain invaluable knowledge from fellow experts and gardeners. Her recent efforts in seeing her vision of having an ADA compliant garden for people with mobility issues has been a labor of love. Before becoming President, she had never written a grant, or fundraised in her life. She figured out how to do both, and has received thousands of dollars to make this patch of land more than a dream for the citizens of Lampasas. She has spent her entire life serving others and her community, wherever she has lived, and I just feel she deserves the recognition by the City as it is so well earned, and not expected. I know she would be so honored to receive it. Thank you for your consideration*



- Brenda Smith

*Although Brenda Smith passed away on Friday, Feb. 2, members of the community who came into our office were asking for her by name for days afterward and will likely continue to do so for weeks, proving that she was not only an integral part of the Lampasas Dispatch Record staff, but also of the community that she loved. Brenda was a kind, warm person who looked for ways to brighten people's days, and would often be touched by the personal stories she heard from those who walked through our door. In the 30 years she worked for the Dispatch Record, she greeted tourists, newcomers and long-time Lampasans alike with information and help. She went above and beyond in customer service and was often a shoulder to cry on for those struggling and with a need to be heard. Even on the very day she died, she brought in desserts she had made for one of our office staff members who was celebrating a birthday. That was just Brenda's way of showing love. I am asking that you consider awarding Community Champion posthumously to a woman who was the face of our office and, in many ways, of the Lampasas community.*



**E. Annual recognition to the Mayor & City Council.**



	<b>PUBLIC HEARINGS/CITIZEN COMMENT</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.

*There were no citizen comments*

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.
-----	---

*There were no citizen comments*

2.0	<b>MINUTES</b>
2.1	Discussion and possible action concerning the approval of minutes of the Regular Meeting held on February 12, 2024

Council member Williamson moved to approve the minutes of the Regular Meeting held on February 12, 2024, the motion was seconded by Council member Keele and with a unanimous vote, the motion carried.

3.0	CONSENT AGENDA
-----	----------------

4.0	BOARDS/DEPARTMENT REPORTS
-----	---------------------------

Becky Sims, City Secretary presented the following annual report:

- Reviewed Administrative and Regulatory Responsibilities
- Reviewed Administrative Support for Various Boards
- Reviewed Planning & Zoning and ZBA Meetings
- Reviewed Building Department Support
- Reviewed Misc. Meetings
- Reviewed Training and Recertification

5.0	ROUTINE MATTERS
-----	-----------------

5.1	City Manager’s Operational Report
-----	-----------------------------------

City Manager deGraffenried reviewed his report:

**KWSC** Staff have confirmed a date for a joint meeting with the Board of Directors for the Kempner Water Supply Corporation (“KWSC”) based on Council input. The meeting, subject to Council confirmation, will be scheduled for March 4, 2024 at 6:00 p.m. at the Calvert Building. The agenda will be formatted based on the 2006 Water Contract requirements for true-up, but will also include discussion on the Georgetown Tank and an Amendment to the Contract for the allowance of a defined amount of water purchase from KWSC. Staff have also discussed these subjects with the City’s consulting engineers.

**Hostess House** Staff participated in a productive meeting on February 15<sup>th</sup> to review, and provide input on the 95% plan set for the renovation of the Hostess House. As Council may recall, the revised scope eliminates virtually all add alternates, and refines the square footage for expansion, however; still provides updates to the kitchen, storage and bathrooms. The bidding documents will be advertised beginning February 27<sup>th</sup> with a pre-bid meeting scheduled for March 13<sup>th</sup>. Bid opening is scheduled for March 28<sup>th</sup>.

**Eclipse** Staff and our partners continue to meet in preparation of the upcoming Solar Eclipse on April 8<sup>th</sup>. The focus of our recent meetings included specific plans for the deployment of staff, resources and equipment. Site Managers and staging areas have been identified including local schools and parks. Ryan, with TxDOT, will be refining and finalizing the City’s Traffic Control Plan (“TCP”), and Stacey and Chris have toured sites with vendors for placement of restrooms. Staff have also asked Public Works and Public Safety staff to develop concise protocols for varying situations including traffic disruptions, utility emergencies, and requests for emergency services. All information will be included in an Event Playbook, that will be helpful to responders, and staff receiving calls for assistance. The next, and last, Town Hall meeting on the Eclipse will be held on March 20<sup>th</sup> at 6:00 p.m. at the Old Middle School.

**Developers’ Meeting** Staff has targeted March 21<sup>st</sup> as the date for a lunch meeting with a small group of residential and commercial builders and developers. Staff will also include utility staff, and perhaps consultants, to provide input on the City’s utility conditions and plans. Through

the meeting, staff hopes that the City's alignment or deficiencies in utility planning can be identified with needs of builders and future growth patterns in mind.

CIP The City held the first Capital Improvement Program Committee meeting of the Fiscal Year 2025 budget cycle on February 22<sup>nd</sup>. The meetings are timed to identify and assess capital needs for the City for the next 5 years prior to the City's annual budget process. Typical for the first meeting, staff reviewed progress to the previous plan, including the status of projects programmed and funded. Staff also notes that a current vacancy exists on the Committee.

Rural Transportation At the request of the County Judge, the Mayor and staff met to discuss the City and County participation in, and status of, the Rural Transportation District. Previously, through the budget process, the County, with City participation, allocated funds to maintain the current level of service provided by the District. In early February the Judge indicated discussion among Bell and Coryell County officials participating on the Rural/Urban Transportation Board included the possibility of pulling participation and resources from the District in deference to an Urban solution. The Urban position, currently undefined, does place some uncertainty for the future level of service and funding of the Rural component. Staff will attend the upcoming Transportation Board meeting on February 29<sup>th</sup> and report any action.

LEDC The Lampasas Economic Development Corporation met on February 21<sup>st</sup> to continue the discussion on strategic action steps, updated demographic information, and possible prospecting opportunities. Stacey also provided reports on recent retention work in cooperation with the Chamber of Commerce, the successful Entrepreneurial Summit, and City related economic development activity.

5.2	MAYOR'S COMMENTS
-----	------------------

*Mayor Pearce recognized Finley deGraffenried, City Manager for his leadership and relationship with LCRA and recognized City Council and Staff for a positive year-end financial report.*

6.0	UNFINISHED BUSINESS
-----	---------------------

*There was no unfinished business.*

7.0	NEW BUSINESS
-----	--------------

7.1	Discussion and acceptance of the Fiscal Year 2022-2023 Year-End Financial Report
-----	--

*Council member Kuehne moved to accept the FY 2022-2023 year-end financial report, the motion was seconded by Council member Hernandez and with a unanimous vote, the motion carried.*

7.2	Discussion and possible action regarding the Memorandum of Understanding between the City of Lampasas and Lampasas Trails regarding the Hike and Bike Trail at the 580 Sports Complex
-----	---

*Council member Hernandez moved to approve the Memorandum of Understanding between the City of Lampasas and Lampasas Trails regarding the Hike and Bike Trail at the 580 Sports Complex, the motion was seconded by Council member Kuehne and with a unanimous vote, the motion carried.*

7.3	Discussion and possible action regarding the approval of the Memorandum of Agreement between United States Army Garrison (USAG) and Central Texas Surrounding Cities for Cen-Tex Sustainable Communities Partnership
-----	--

*Council member Keele moved to approve the Memorandum of Agreement between United States Army Garrison (USAG) and Central Texas Surrounding Cities for Cen-Tex Sustainable Communities Partnership, the motion was seconded by Council member Pratus and with a unanimous vote, the motion carried.*

7.4	Discussion and possible action to reappoint Gordon Thornton to the Airport Zoning Board of Adjustments
-----	--

*Mayor Pro-Tem Morris moved to reappoint Gordon Thornton to the Airport Zoning Board of Adjustments, the motion was seconded by Council member Kuehne and with a unanimous vote, the motion carried.*

7.5	Discussion and possible action regarding generation design, to include assistance with bid and construction phase by M&S Engineering Firm for WWTP, Spring Street Plant and the Animal Shelter in an amount not to exceed \$70,000, to be funded with American Rescue Plan Act (ARPA) Funds.
-----	--

*Council discussed terminated contract with Schneider, engineering costs in the amount of \$15,900.00 paid to Schneider, and if any data presented by Schneider could assist M&S Engineering to offset any design costs.*

*Mayor Pro-Tem Morris moved to approve engaging services with M&S Engineering for generation design for the WWTP, Spring Street Pump Station, and the Animal Shelter in the amount not to exceed \$30,000.00, with additional itemized costs to be negotiated for consideration, the motion was seconded by Council member Kuehne and with a unanimous vote, the motion carried.*

7.6	Discussion and possible action to allow staff to purchase a new 2024 Ford Explorer Interceptor in an amount not to exceed \$80,000.00 for the police department to replace a 2016 Ford Interceptor that was totaled in January 2024.
-----	--

*Council member Pratus moved to approve the purchase of a new 2024 Ford Explorer Interceptor in an amount not to exceed \$80,000.00 for the police department to replace a 2016 Ford Interceptor that was totaled in January 2024, the motion was seconded by Council member Hernandez and with a unanimous vote, the motion carried.*

7.7	Discussion and possible action to approve the purchase of two new police department vehicles to replace one 2014 Ford F-150 animal control truck and one 2014 Chevrolet Tahoe that are budgeted for FY 2023/2024.
-----	---

*Council member Keele moved to approve the purchase of two new police department vehicles to replace one 2014 Ford F-150 animal control truck and one 2014 Chevrolet Tahoe that are budgeted for FY 2023/2024, the motion was seconded by Mayor Pro Tem Morris and with a unanimous vote, the motion carried.*

7.8	Discussion and possible action to approve 2018 General Engineering Services Contract, Task Order 44, Western Avenue Culvert Replacement with Eckermann Engineering, Inc, in the amount of \$28,250.00, with latitude to negotiate easement documents with property owners if needed, in the amount of \$1,500.00 each
-----	---

*Mayor Pro-Tem Morris moved to approve 2018 General Engineering Services Contract, Task Order 44, Western Avenue Culvert Replacement with Eckermann Engineering, Inc, in the amount of \$28,250.00, with latitude to negotiate easement documents with property owners if needed, in the amount of \$1,500.00 each, the motion was seconded by Council member Hernandez and with a unanimous vote, the motion carried.*

7.9	Discussion and possible action to close Third Street between Live Oak and Pecan beginning at 5:30 a.m.-4:00 p.m. on Saturday, April 27, 2024 for the Courtyard Square Association (CYSA) City Wide Garage Sale to be held from 9:00 am-2:00 pm.
-----	---

*Council member Davis moved to approve the street closure on Third Street between Live Oak and Pecan beginning at 5:30 a.m.-4:00 p.m. on Saturday, April 27, 2024 for the Courtyard Square Association (CYSA) City Wide Garage Sale to be held from 9:00 am-2:00 pm, the motion was seconded by Council member Hernandez, with Mayor Pro Tem Morris abstaining, the motion carried.*

7.10	Discussion and possible action regarding the lease of (40) 2024 Club Car Tempo Lithium Fleet Rental Carts and (2) 2024 Club Car CA500 Gas Utility Work Carts at Hancock Park Golf Course.
------	---

*Mayor Pro Tem Morris moved to approve the lease of (40) 2024 Club Car Tempo Lithium Fleet Rental Carts and (2) 2024 Club Car CA500 Gas Utility Work Carts for the Hancock Park Golf Course, the motion was seconded by Council member Williamson and with a unanimous vote, the motion carried.*

7.11	Discussion and possible action to approve placement of a sign in a residential zoning district for First Street Church of Christ
------	--

*Council member Hernandez moved to approve placement of a sign in a residential zoning district for First Street Church of Christ, the motion was seconded by Council member Williamson, with Council member Keele abstaining the motion carried.*

Adjourn into Executive Session

*Council member Keele moved to adjourn into Executive Session at 7:06 pm, the motion was seconded by Mayor Pro Tem Morris and noted he would recuse himself on one of the items discussed due to a conflict of interest, with a unanimous vote, the motion carried.*

<b>EXECUTIVE SESSION</b>
--------------------------

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:

8.0	
8.1	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; and other legal matters related to items posted on the Council's agenda, if any.
8.2	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.
8.3	Section 551.072 (deliberations about real property) - Deliberation concerning the potential purchase, exchange, lease, acquisition, sale and/or value of real property.

*Mayor Pro Tem Morris left Executive Session at 8:05 pm and returned at 8:30 pm; Mr. deGraffenried, Mr. Ward and Ms. Ybarra left Executive Session at this time as well.*

*Council adjourned Executive Session at 9:00 pm returned to the dais and reconvened Regular Session*

REGULAR SESSION	
9.0	ACTION ON EXECUTIVE SESSION
9.1	Discussion and possible action concerning items posted and discussed by Council in Executive Session

*Council member Keele moved to direct City Attorney and City Manager to negotiate and finalize contract for purchase of real property within the parameters discussed in closed session, Mayor Pro-Tem Morris seconded the motion and with a unanimous vote, the motion carried.*

*Council member Hernandez moved to direct City Manager to negotiate and finalize Economic Development Agreement for public improvements within parameters discussed in closed session, Council member Keele seconded the motion and with a unanimous vote, the motion carried.*

*Adjourn- Council member Keele moved to adjourn the meeting at 9:05 pm, the motion was seconded by Mayor Pro Tem Morris and with a unanimous vote, the motion carried.*

PASSED AND APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Herb Pearce, Mayor

ATTEST

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