

**MINUTES OF REGULAR CALLED MEETING OF THE GOVERNING BODY
OF THE CITY OF LAMPASAS, TEXAS
CALVERT MUNICIPAL BUILDING
CITY COUNCIL CHAMBERS
302 E THIRD STREET
Tuesday May 28, 2024
5:30 pm Workshop Session
6:00 pm Regular Session**

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
Charlie Pratus

City Staff Present:

Ryan Ward, ACM
Becky Sims, City Secretary
Kayleigh Stanley, Executive Secretary
Jody Cummings, Police Chief
Yvonne Moreno, Finance Director
Joe Adams, Fire Chief
Shanda Subia, Library Director

Council Members Absent:

Cathy Kuehne

WORKSHOP SESSION

1. Call to order Workshop Session

Mayor Pearce called the workshop session to order at 5:30 p.m.

2. Discussion regarding the draft lease agreement between the County of Lampasas Rodeo and City of Lampasas regarding use of the 580 Sports Complex Rodeo Arena.

Mr. Ward began reviewing the draft agreement, he covered Article -1 Leased Premises, Article 2-Term & Article 3 Rent and Consideration

Discussion covering the above items in the agreement and open discussion were as follows:

- *Define Special Events*
- *Modify wording in section 1.2.3-Alcoholic Beverages*
- *Create schedule for public use/fees*
- *Identify how to coordinate events between City Staff, Riding Club, Rodeo Association and Little League*
- *Closing arena when not in use*
- *Practice/Riding Field*
- *Oversee/minimize damage to arena grounds*

Meeting will be scheduled with all parties to address concerns and finalize details.

3. Discussion regarding the updated Water Conservation and Drought Contingency Plan.

Ryan Ward, ACM advised that in October 2023, Council approved a professional services agreement with Jones-Heroy & Associates, Inc. to update the water conservation and drought contingency plan for the city in accordance with requirements of the Texas Water Development Board ("TWDB") and rules of the Texas Commission on Environmental Quality. Jones-Heroy has completed a draft of the updated plan.

The following areas have been updated:

- *Definitions*

- Athletic Fields
- Foundation Watering
- Landscape/Potted Plants
- Minor updates to verbiage in Stage 1, Stage 2, Stage 3, Stage 4 & Stage 5 Triggers
- Stage 1 Response-5% reduction in use
- Stage 2 Response-
 - Irrigation of Athletic Fields
 - Foundation Watering
 - Bucket Watering
- Stage 3 Response – Same as above
 - Construction Meters- Dead end lines
- Stage 4 Response
 - Irrigation of Athletic Fields
 - Foundation Watering
- Stage 5- Response
 - Irrigation of Athletic Fields

Council had no comments regarding draft plan

4. Discussion regarding any item on the regular agenda

There was no discussion regarding any item on the regular agenda.

5. Adjourn Workshop Session

The workshop session adjourned at 6:38 p.m.

REGULAR SESSION

ANNOUNCEMENTS

A. Call to Order

Mayor Pearce called the Regular Session to order at 6:38 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

	PUBLIC HEARINGS/CITIZEN COMMENT
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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.
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There were no citizens 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 the updated Water Conservation and Drought Contingency Plan.
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Mayor Pearce opened the public hearing for public comment. This item was discussed during workshop. There were no citizen comments.

1.4	Public hearing to receive citizen comments regarding Cooper Spring Nature Park Visitor Guidelines.
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Mayor Pearce opened the public hearing for public comment.

Becky Sims, City Secretary advised that the board created rules and guidelines for Cooper Spring Nature Park, these will be adopted by Ordinance and Mr. Leavell will discuss.

Guidelines while visiting Cooper Spring Nature Park.

To help keep Cooper Spring Nature Park a peaceful oasis, to protect plants, wildlife, and to keep oneself and others safe, the board asks that you adhere to the following:

- *Stay on trails at all times*
- *Pedestrians only (no bicycles, motorized vehicles, or horses)*
- *Do not feed or disturb wildlife*
- *Do not pick flowers or remove plants*
- *No fishing, swimming or wading in creek*
- *Dogs must remain on leash and on trails*
- *Please be respectful and clean up after your pet*
- *Smoking is Prohibited*
- *Alcohol is Prohibited*
- *Drones are Prohibited*
 - *Council was concerned that this may be a hard rule to enforce. Mr. Leavell advised it referred more so to taking off and landing in the park.*
- *Park Hours are 6:00 am to 10:00 pm*

Mr. Leavell invited Council to tour Cooper Spring Nature Park on Tuesday, June 18, 2024 at 6:00pm.

With no additional discussion the public hearing was closed.

2.0	MINUTES
2.1	Discussion and possible action concerning the approval of minutes of the Regular City Council Meeting held on May 13, 2024

Council member Williamson moved to approve the minutes as presented, the motion was seconded by Council member Hernandez and with a unanimous vote, the motion carried. (Kuehne absent)

3.0	CONSENT AGENDA
3.1	Discussion and possible action regarding the second reading of an Ordinance to amend the City of Lampasas Personnel Policy, Section 8.15 Sick Pool Policy.

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

4.0	BOARDS/DEPARTMENT REPORTS
4.1	<p>Shanda Subia, Library Director presented her annual report</p> <ul style="list-style-type: none"> • 28,326 physical items in the library • 31,038 downloadable items • 40,055 visitors • ± 52,000 items were checked out or renewed • 2,302 items were added to the collection • 859 kids registered for the Dolly Parton Imagination Library • 135 programs offered • 2,904 patrons in attendance at programs • \$1,715 raised at the Katherine Mezger Painted Chair Event • 51,691 minutes read by children and teens during the June Summer Reading Program

5.0	ROUTINE MATTERS
5.1	City Manager's Operational Report

Hancock Pool *In addition to last minute staffing this swim season, Chris Eicher is also pleased to report that staff from Texas Highways will include Hancock Pool as part of their 50-year celebration of Texas attractions. The Pool has been featured many times in the magazine, and staff will keep Council informed when the publishing date is determined.*

Health Insurance *Staff will meet with representatives from Leavitt Group, the City's benefit advisors, on May 30th to review the status of the City's 2025 renewal. Typically, the City will begin to assess possible rates for the coming year in May, primarily by review of the claims to premium ratio, in preparation of the FY 2025 budget. Early indications are that claims may exceed premiums, however; our provider will also include future months, which may improve the ratio.*

CIP *The Capital Improvement Committee ("CIP") met in its last regular meeting prior to budget preparation on May 23rd. The primary focus of the meeting was to review the Summary Narrative for the FY 2025-2029 Report. The Summary highlights the content of 7 meetings, and the projects the Committee felt garnered some consideration. The Report also acknowledges the role of the Committee and the role of Council in identifying and funding projects. Ultimately, the Committee assists in the recognition of needs, however; it is Council's financial decision regarding project implementation. The CIP Committee looks forward to meeting with Council on June 10th to discuss the Report.*

LEDC *The Lampasas Economic Development Corporation ("LEDC") met on May 15th for their regular meeting which included discussion and consideration of a submitted Life Safety Grant for a downtown building; review of March and April Financial Statements; acceptance of the FY 2023 Audit; discussion regarding initial steps and priorities related to the FY 2025 budget; and consideration for brokerage services for the Business Park. The Life Safety grant was approved for qualifying expenditures related to Code upgrades on a reimbursement basis for 410 East Third Street. The Board also discussed a meeting date with Council related to budget and other topics, and suggested June 17th*

Budget/Organizations *Staff seeks Council input on the upcoming budget process, particularly regarding Organization funding. Although not every year, generally Council has entertained presentations by the Organizations, not only for funding requests, but also for a report of*

their work. Organizations have included the Heart of Texas Defense Alliance (“HOTDA”), the Lampasas County Water Conservation and Improvement District (“WCID”), the Hill Country 100, among others. Staff has also been preparing preliminary Year-End Projections, and draft FY 2025 budgets for Council consideration as a starting point.

3rd Street Bridge Ryan reports that utility work is continuing on the East Third Street Bridge replacement project. Currently ATMOS is relocating a natural gas main, by bore, due to conflict with the new structure. In discussion with TxDOT, Ryan believes the project will commence on, or about, January 1st. The project will be funded by the State.

Western Ave Culvert As previously reported to Council, the drainage culvert/bridge between 1st and North on Western Avenue is in need of replacement. Originally discussed with Council as part of the FY 2024 CIP process, with recent heavy rains, the structure has deteriorated further. Engineering for the project is nearing completion, and repairs will likely consist of pre-cast, traffic rated box culverts. Staff may request the project be classified as an emergency to fast track the procurement process.

Solid Waste RFP Becky reports that the Request for Proposals (“RFP”) for Solid Waste providers has been prepared, reviewed and published for interested parties. The City’s current trash provider’s contract expires in May 2025, however; due to the lead time required on equipment and materials, Council will be asked to consider awarding the contract in July. The City has based the award requirements on “best value” as provided for in Local Government Code 252.022.

Developer Meeting Staff seeks Council input on conducting an additional developers’ meeting. The previous, and initial meeting, was held on March 21st with approximately 6 residential and commercial developers in attendance. The vision for the meeting, as expressed generally, by Council member Hernandez, was to align the City’s future infrastructure development with likely growth areas. Additionally, discussion included the importance of in-fill development and mitigation of sub-standard structures. A meeting in June would be approximately 3 months from the previous meeting, and staff is prepared to organize the gathering at Council’s direction.

5.2	MAYOR’S COMMENTS
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The Mayor had no comments this evening.

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 a lease agreement between the County of Lampasas Rodeo Association and City of Lampasas regarding use of the 580 Sports Complex Rodeo Arena
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There was no action taken on this item.

7.2	Discussion and possible action regarding the approval of the first reading of an Ordinance to adopt the updated Water Conservation and Drought Contingency Plan.
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Mayor Pro Tem Morris moved to approved the first reading of an Ordinance to adopt the updated Water Conservation and Drought Contingency Plan, the motion was seconded by Council member Hernandez and with a unanimous vote, the motion carried. (Kuehne absent)

7.3	Discussion and possible action regarding the first reading of an Ordinance to adopt the Cooper Spring Nature Park Visitor Guidelines
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Council member Hernandez moved to approve the first reading of an Ordinance to adopt the Cooper Spring Nature Park Visitor Guidelines, the motion was seconded by Council member Keele and with a unanimous vote, the motion carried. (Kuehne absent)

Adjourn- Mayor Pro Tem Morris moved to adjourn at 7:00pm, the motion was seconded by Council member Keele and with a unanimous vote, the motion carried. (Kuehne absent)

PASSED AND APPROVED this _____ day of _____, 2024.

Herb Pearce, Mayor

ATTEST

Becky Sims, City Secretary