

**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
Monday, June 10, 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
Cathy Kuehne

City Staff Present:

Finley deGraffenried, City Manager
Becky Sims, City Secretary
Kayleigh Stanley, Executive Secretary
Jody Cummings, Police Chief
Yvonne Moreno, Finance Director
Joe Adams, Fire Chief
Tim Davis, Assistant Fire Chief

Council Members Absent:

N/A

CIP Committee

Chuck Williamson
Davis Keele
Craig Hammett
Dianna Hodges
Robert McCauley
Neal Leavell

JOINT WORKSHOP SESSION

- I. Call to order Joint Workshop with the Capital Improvement Program Committee

Mayor Pearce called the Joint Workshop to order at 5:30 pm.

- II. Discussion regarding FY 2025-2029 CIP Report.

Finley deGraffenried, City Manager reviewed the CIP report.

The City of Lampasas Capital Improvement Program Committee ("CIP") has met seven times since February 22, 2024 to review capital needs and forecasts for the City. The Committee met consistently every two to three weeks to prepare the Five-year Capital Improvement Program Report ("CIP"). The work of the Committee continues to be enhanced with input from staff including the Assistant City Manager, Ryan Ward, Public Works personnel, Public Safety personnel, and administrative staff. Attendance by Committee members was generally very good, however; one member was unable to attend meetings due to other appointments. Due to increased duties as Mayor, City Council appointed Davis Keele, Council member, to serve in Mayor Pearce's place on the Committee.

The Report is compiled in the format adopted by the Committee over the past 11 years. The scope of the plan has expanded over the years based on City forecasting needs to include Planning, Technology, Equipment and Apparatus, Major Maintenance, and non-CIP fleet. As defined in the City of Lampasas Code of Ordinances, the Report only requires assessment of needs related to Public Facilities, Infrastructure and Capital Projects, however; staff and Committee members see value in project planning and budgeting for the increased scope. The Committee received reports from Jason Jones, Jones-Heroy Engineering, regarding the City's Water Master Plan, and the Study for Alternative and Supplemental Water Sources.

Staff takes the opportunity in this Report to recognize and thank the Committee members who take on this important work on behalf of the City. As in previous years, meeting agendas included:

- *Orientation and procedural direction of the CIP Committee.*
- *Review of Priority Definitions and Funding Statement. Discussion also included possible implementation of a project scoring process.*
- *Review of the status of the CIP Program to include completed projects and projects currently underway as a means to judge the overall effectiveness of the process.*
- *Discussion regarding Capital projects initiated in FY 2023-2024. Discussion regarding development of White Street, investigation of InCode 10 software, Campbell Park parking, Western Street culvert, Hostess House rehabilitation and upgrade, completion of Business Park Electric service, 2nd Street rehabilitation, Spring Street Pump station software and improvements, Trail improvements at 580 Sports Park, trail investigation at Sulphur Creek, and generation projects.*
- *Discussion regarding water and wastewater looping projects.*
- *Discussion regarding the City's long-range water distribution and supply planning particularly in light of future growth and service area.*
- *Discussion and increased interest in lighting for the Turner Field Complex, and coordination of several Park uses and needs.*
- *Discussion and interest in Public Facility Projects including New Hope Baptist Church, Historic Colored School, Hostess House, and the City's Senior Center and Head Start facility.*
- *Discussion related to more comprehensive approach to Senior Center assessment and possible relocation.*
- *Discussion regarding the status and value of the City's Wayfinding and signage project.*
- *Discussion regarding Park and facility security, monitoring and video surveillance.*
- *Discussion regarding projects targeted for funding from the American Rescue Plan Act, and the 2022 CO issuance.*
- *Presentation from Department Heads, Public Works, Electric, Street, Water/Wastewater, and Parks regarding departmental operation and project identification.*
- *Discussion regarding planning and engineering projects that will affect future CIP schedules through the identification of recommended capital projects.*
- *Discussion and inclusion of Technology and Planning Projects in the FY 2025-2029 Plan, including Eclipse Planning.*
- *Discussion regarding updated non-CIP Fleet Schedule.*

The Committee has also discussed items and strategies not directly related to specific CIP projects but that could possibly have impacts on capital needs or City operations.

Areas of Emphasis -*The Committee's Funding Statement and Priority Rating do not identify specific projects for Council funding. The position and role of the CIP Committee is to identify and program projects; and the role of Council is to ultimately prioritize, fund and implement projects. Items that garnered significant discussion and that the Committee felt should be emphasized to Council.*

Public Facilities- *Review of Public Facilities continues to be a major focus of the CIP Committee. During the past year, work on Public Facilities has included initiation of rehabilitation to the Hostess House, and basement rehabilitation and exterior landscaping for the Calvert Building.*

CIP FY 2025-FY 2029 Projects-*The Committee has identified 96 projects to meet the needs of the City in the next 5 years, including 16 newly identified projects. In addition to the traditional brick and mortar, park, road and infrastructure projects; the report also includes additional categories for Apparatus and Equipment, Planning, and Technology projects. During FY 2024 staff also noted that 14 identified projects were in some form of initiation or in process.*

Fleet Forecast and Major Maintenance-*In addition to an aggressive Capital Improvement Program, the City has also benefitted over the past several years from an aggressive major maintenance program. Maintenance*

items that have a direct impact on reliability and extension of assets have included tree trimming, pole inspections, radio read metering, and paving.

*Statement and Summary-*By approval of the CIP Funding Statement, the Committee acknowledges that City Council is ultimately responsible for the implementation of specific projects. Additionally, the Committee approved a Priority Statement that prioritizes needs based on Regulatory Compliance, Public Safety and Accessibility, and Cultural and Recreational Enhancements. Projects have also been segregated from fleet replacement and maintenance which are made part of the report in a separate schedule.

The Committee also acknowledges the positive relationship with Council and the beneficial process of the Capital Improvement Program for the City. Through review of capital investment by the Council, the City and our residents have benefited greatly by the process.

The committee validated the following priorities:

- Senior Center Assessment-Long Term Plan
- Water Availability
- Manage Future Growth

Council asked for additional time to review the report. Staff will place on the June 24th Council agenda for Council consideration.

- III. Adjourn Joint Workshop Session- The joint presentation concluded and the meeting ended at 6:00 pm. Without objection Council took a 5-minute break.

WORKSHOP SESSION

1. Call to order Workshop Session

Mayor Pearce called the workshop session to order at 6:05 p.m.

2. Discussion regarding FY 2025 Budget.

Mr. deGraffenried advised as kick-off to budget season, organizations will present their annual report and provide an overview of services provided and funding requests for the FY 25 budget. Staff is prepared to present budget numbers without assumptions on Council direction, one of the biggest areas of impact will be Water Wastewater due to the Water Study and overall expenses, roll-out with starting numbers for FY 25 will be presented at the June 24, 2024 City Council meeting.

3. Discussion and presentation from Derrick Berrios, LCHEC.

Mr. Berrios, who is in his 8th year as director advised that the Lampasas Higher Education Center's mission is to provide access to affordable, quality education and job training to Lampasas County and the surrounding area.

- Since 2010, over 1150 CTC students have taken courses at our facility.
- Since 2013 over 700 students were certified through Allied healthcare training courses, with a current average starting wage of \$16.50 per hour.
- 650 students have attended our adult community education courses.
- Over 900 children have participated, since 2012, with educational and entertaining summer courses, as part of our annual "College for Kids" program. Overall, more than 3,400 students have passed through our doors since 2010.

One goal is to make sure LCHEC becomes a self-sustaining entity. The main goal as a nonprofit school is to provide affordable workforce training to our community and region. Partners are a key part of LCHEC's ability to continue its mission. We continue our strategic partnerships with Advent Health, Lily Springs and S&W.

A new partnership has formed with The Training Center of Central Texas out of Harker Heights. As part of this partnership, there will be two new programs by the end of the year.

- *Residential Wireman Certification Course*
- *Solar Energy Technician Course*

As a part of the partnership agreement, Leeward Renewable Energy has committed to donating one million dollars' worth of industrial solar equipment for the students to train with.

LCHEC is the only institution offering GED preparation within a 35-mile radius. After training services for workforce students, such as a frequently updated job board, resume writing and interview preparation services are offered.

Mr. Berrios asks for Mayor Pearce and City Council's continued support in the amount \$8,500. Without the support of the County, City, and overall community, it would be close to impossible to provide the variety of services and programs offered.

4. Discussion and presentation from Keith Sledd, HOTDA.

Mr. Sledd presented the following data:

Why a defense alliance?

Fort Cavazos' Annual Economic Impact to TX (2022)

- *\$28.9 Billion of Military Economic Impact*
- *25.3% of Total Military Economic Impact in TX*
- *55,374 Direct Employment*
- *160,933 Total Employment*
 - *A regional (7 cities/3 counties) municipally-funded non-profit (501(c) (6) Corporation*
 - *Formed February 2003 in response to an expressed need by the communities of Central Texas most affected by the activities of Fort Cavazos.*
 - *Promotes the importance and sustainability of Fort Cavazos and all defense related industries, organizations and institutions in the Killeen-Temple-Fort Cavazos MSA.*

Current Focus Highlights

- *FY24 Defense Community Infrastructure Program (DCIP) Grant*
- *Central Texas /TAMU-CT Innovation District & Research Park*
- *FY24 Defense Economic Adjustment Assistance Grant (DEAAG)*
- *FY23 Defense Economic Adjustment Assistance Grant (DEAAG)*
- *Governor's Committee to Support the Military*
- *NTC Visit Program (next visit April 2024)*
- *Fort Cavazos Mission Capability and Growth*
- *Mitigation of DV Tax Exemption Impact*
- *IH-14 Expansion*

III Corps Change of Command

- *LTG Bernabe will change command at some point during summer 2024 with date TBD.*
- *Replacement has not been officially announced yet.*
- *Will share the information as soon as it is published.*

Fort Cavazos Connector

- *Fort Cavazos partnered with CENTEX HOP to initiate a micro-transit system on Fort Cavazos to help Soldiers and Families to get around the installation.*
- *Significant numbers of Soldiers arrive without a vehicle/driver license or have only one vehicle if with family.*
- *Ridership has significantly exceeded expectations and other DoD installations looking at program.*
- *Initially funded by DA out of EOY funds.*
- *Challenge is continued funding going forward.*

Rotational Deployments

- *Fort Cavazos will experience a significantly high deployment cycle from April 2024 to December 2024.*
- *All are normal 9-month rotational deployments to support deterrence and security cooperation with allies and partners.*
- *The rotational deployment cycle changed from brigades at different installations to brigades from the same installation as much as possible to facilitate cohesion.*
- *3CR executes a rotation to Korea through late 2024.*
- *1CD HQs, 1st ABCT/1CD, 1CD Fires Brigade, 1CD Aviation Brigade, and 1CD Sustainment Brigade execute a rotation to Europe through early 2025.*
- *Assorted smaller enabler units deploy to support operations.*
- *Impact is over 10,000 Soldiers deployed by June (not experienced since 2012).*
- *Expect family members to remain in Central Texas.*

Other discussion items:

- *FY 25 Defense Budget*
- *Future National Training Center (NTC) Visits*
- *Mitigation of Impact from 100% DV Tax Exemption*
- *Fort Cavazos Fun Facts*

5. Discussion and presentation from Jim Lindeman, Hill Country 100 Club.

Mr. Jim Lindeman and Mr. Tim Hefley provided a brochure to Staff and Council that outlined the services provided by the Hill Country 100 Club.

This club is a non-profit organization that supports activities necessary to help families of first responders who are killed or seriously injured in the line of duty, creating an untimely financial burden. The 100 club also focuses on helping first responders by providing scholarships for those who have chosen this profession. They support Burnet, Llano, Blanco and Lampasas Counties.

6. Discussion and presentation from Kim Winkler, Hill Country Children’s Advocacy Center.

Ms. Winkler began her presentation by showing a video of their current facility and services provided to youth. They just celebrated 32 years, their mission is to empower child abuse victims, their families, and our community through education, healing, and justice.

The Hill Country Children’s Advocacy Center along with their partners are the front-line responders to reports of child abuse in Burnet, Blanco, Lampasas, Llano and San Saba Counties. They are the only 501(c)(3) non-profit organization that uses a coordinated, multi-disciplinary approach to child abuse cases. The Multi-Disciplinary Team (MDT) which consists of 27 partner agencies, includes prosecutorial teams in all five counties, law enforcement and Department of Family and Protective Services investigators, and medical personnel, as well as staff.

The Advocacy Center exists to eliminate the negative outcomes associated with child abuse and to restore the full potential of the child. The Hill Country Children’s Advocacy Center provides mental health care and specialized victim services to children aged 0-17 and their non-offending caregivers who have been traumatized by criminal levels of physical abuse, child fatalities, or sexual abuse. They do this by offering six core services in both English and Spanish in their service area.

Statistical Data

- 12- Staff members, including licensed clinicians, social workers, and forensic interviewers
- 239- Forensic interviews completed in 2023
- 1063- Therapy sessions conducted in 2023
- 7560- Youth & Professionals trained in 2023
- 7017 -Child abuse cases coordinated in 2023
- \$1.1 Million- Annual Budget 2023.

7. Discussion regarding any item on the regular agenda

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

8. Adjourn Workshop Session

The workshop session adjourned at 6:30 pm.

REGULAR SESSION

ANNOUNCEMENTS

A. Call to Order

Mayor Pearce called the Regular Session to order at 6:30 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	
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 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 relating to an Ordinance to amend Appendix A “Fee Schedule” Chapter 38 Fire Prevention and Protection, Article I, Mitigation Rates, repealing any inconsistent provisions; providing and establishing an effective date.
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Mayor Pearce opened the public hearing for public comment.

Chief Adams advised this item is to consider mitigation rates as defined in the Service Agreement with Fire Recovery USA, LLC. These rates have significantly increased since 2022. These rates are based on actual costs using amortized scheduled for apparatus (including useful life, equipment, repairs and maintenance). Labor rates include an average department burdened labor costs (wages, benefits, retirement etc.) and not just a firefighter’s wage.

Council member Pratus and Mayor Pro-Tem Morris were concerned with cost of services provided from Fire Recovery. Chief Adams advised that currently they are not being compensated so this will assist in covering costs even with associated service fees.

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 28, 2024

Council member Williamson moved to approve the minutes as presented, the motion was seconded by Council member Pratus, with Council member 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 May 1, 2024- May 31, 2024.
3.2	Discussion and possible action regarding the April 2024 Investment Report.
3.3	Discussion and possible action regarding the approval of the second reading of an Ordinance to adopt the updated Water Conservation and Drought Contingency Plan
3.4	Discussion and possible action regarding the second reading of an Ordinance to adopt the Cooper Spring Nature Park Visitor Guidelines

4.0	BOARDS/DEPARTMENT REPORTS
5.0	ROUTINE MATTERS
5.1	City Manager Operational Report

Eclipse

As a follow-up to April’s Eclipse event, staff provided Council with a listing of income and expense under separate cover. Although the entries did not provide insight on the indirect costs of over two years of planning; camping income and direct costs of the event indicate the City spent approximately \$70,000.00, including an estimated \$26,150.00 in staff time, more than revenue received. Staff is also anxiously awaiting reports of

potential related income in sales tax receipts and hotel occupancy tax to help gauge the economic impact of the event. By all accounts, and based on letters received by attendees previously forwarded to Council, the event was well coordinated with planned contingencies in the event of emergency. As one attendee, and professional emergency manager, wrote, FEMA estimates every dollar spent in preparation can mitigate up to six dollars in recovery.

Rodeo Arena

Stakeholders, Council representatives and staff participated in a meeting regarding the management of the City's Rodeo Arena on June 4th in the Calvert Building. The meeting was held after concerns were raised, primarily about public, non-event use of the Arena, and terms of a possible Agreement with the Lampasas County Rodeo Association. Discussion also included the need to re-coup maintenance and upkeep costs as a means to provide a quality facility, and to attract regional events. Staff will prepare possible amendments to the draft Agreement that would require the Association to develop procedures to allow for scheduled, and perhaps unscheduled, use of the Arena by outside riding clubs or individuals. Representatives from the Association did express a commitment to youth development as a way to continue the legacy of rodeo events and culture.

Golf, Cemetery, Rain

And also wind. Kris reports that, if it were not for over 25 volunteers during the week of May 23rd, the Golf Course would not have been in playable condition for Memorial Day. Due to extensive rainfall, flooding and wind, the Golf course experienced significant downed branches and trees, and left several portions of the Course unplayable. Additionally, and as reported, Golf, Parks, and Cemetery staff also maintain a significant backlog of mowing and maintenance due to one of the wettest May's in recent history. The City has dealt with inconvenienced patrons and continues to get "caught up" through the first part of June.

Job Fair

Stacey reports a relatively low turn-out for the annual Lampasas Job Fair, sponsored by the City, Chamber of Commerce and Texas Workforce Commission. Approximately 30 job seekers visited with 15 local employers for information and on-site interviews. Thanks also goes out to Vicki Tower, HR Coordinator, for representing City job opportunities to attendees.

STR

Becky reports that letters will be sent to known or assumed owners of Short-Term Rentals ("STR") in the City. The letter informs the recipient of the requirement to pay qualified City Hotel Occupancy Tax and includes forms to submit with quarterly or monthly payments. Currently staff have identified 10 to 12 units per advertisements that may be within City limits, however; the list of STR's can change frequently.

By consensus, Council directed Staff to move forward with creating STR Regulations to be adopted by Ordinance.

Health Insurance

Staff met with the City's health insurance advisor May 30th to review records related to claims in comparison to premiums paid (loss ratio). Unfortunately, cost of health benefits exceeded premiums by approximately 14%; a deficit, and slightly higher than last year's ratio. In FY 2024 the City was able to cover increases in premiums primarily through adjustment in the plan coverage and network. This year, however; it is likely the City will see a double-digit percent increase in rates. The ratio was also impacted by high-cost prescriptions. Staff and consultants will wait for May's total claims to include in the 12-month rolling ratio for a hopeful decrease in the deficit.

Wayfinding As previously reported, Becky will be publishing the Plans and Specifications for the City's Wayfinding and signage project. The project, identified and initiated as a Comprehensive Plan goal and CIP item will be advertised for proposals for implementation. Based on the estimate of costs, the City's Plan is to phase the installation in three parts, if approved by Council.

5.2 MAYOR'S COMMENTS

The Mayor had no comments this evening.

6.0 UNFINISHED BUSINESS

There was no unfinished business.

7.0 NEW BUSINESS

7.1 Discuss and consider the selection of winner of the website photo contest entry

Council member Pratus moved to select entry #2, Council member Hernandez seconded the motion and with a unanimous vote, the motion carried.

7.2 Discussion and acceptance of the FY 2025-2029 CIP Report

There was no action taken on this item.

7.3 Discussion and possible action to declare a Lincoln Welder as surplus equipment and allow Staff to dispose of as State Law allows.

Council member Pratus moved to declare a Lincoln Welder as surplus equipment and allow Staff to dispose of as State Law allows, the motion was seconded by Mayor Pro Tem Morris and with a unanimous vote, the motion carried.

7.4 Discussion and possible action to declare a Gardner-Denver Air Compressor as surplus equipment and allow staff to dispose of as State Law allows.

Mayor Pro Tem Morris moved to declare a Gardner-Denver Air Compressor as surplus equipment and allow staff to dispose of as State Law allows, the motion was seconded by Council member Hernandez and with a unanimous vote, the motion carried.

7.5 Discussion and possible action regarding the renewal of Services Agreement between the Lampasas Fire Department and Fire Recovery USA, LLC.

Council member Hernandez moved to approve the renewal of Services Agreement between the Lampasas Fire Department and Fire Recovery USA, LLC, the motion was seconded by Council member Kuehme, Mayor Pearce opened the floor for discussion.

Council member Pratus moved to amend motion to approve the renewal of Services Agreement between the Lampasas Fire Department and Fire Recovery USA, LLC upon adoption of Ordinance to amend Appendix A

“Fee Schedule” Chapter 38 Fire Prevention and Protection, Article I, Mitigation Rates, the motion was seconded by Mayor Pro Tem Morris and with a unanimous vote the motion carried.

7.6	Discussion and possible action regarding the first reading of an Ordinance to amend Appendix A “Fee Schedule” Chapter 38 Fire Prevention and Protection, Article I, Mitigation Rates, repealing any inconsistent provisions; providing and establishing an effective date
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Mayor Pro Tem Morris moved to approve the first reading of an Ordinance to amend Appendix A “Fee Schedule” Chapter 38 Fire Prevention and Protection, Article I, Mitigation Rates, repealing any inconsistent provisions; providing and establishing an effective date, the motion was seconded by Council member Pratus and with a unanimous vote, the motion carried.

7.7	Discussion and possible action regarding the selection of contractor for the replacement of the Airport Fuel System at the Lampasas Municipal Airport
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Council member Hernandez moved to award bid to BGIS in the amount of \$212, 304.11; City’s estimated portion of \$53, 076.03 for the replacement of the Airport Fuel System at the Lampasas Municipal Airport and to authorize the City Manager to execute any and all documents required by TxDOT for project funding, the motion was seconded by Council member Kuehne; Mayor Pearce opened the floor for discussion.

Council member Pratus moved to amend the motion to award bid to BGIS in the amount of \$212, 304.11, with City’s portion not to exceed 53,076.0603 for the replacement of the Airport Fuel System at the Lampasas Municipal Airport and to authorize the City Manager to execute any and all documents required by TxDOT for project funding, the motion was seconded by Mayor Pro Tem Morris and with a unanimous vote, the motion carried.

Adjourn into Executive Session- Mayor Pro Tem Morris moved to adjourn into Executive Session at 7:05 pm, the motion was seconded by Council member Hernandez 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:

8.0	
8.1	Section 551.086 (Relating to the authority of public power utility governing bodies to deliberate regarding competitive matters) – Utilities
8.2	Section 551.074 (personnel matters), to deliberate the appointment, employment, evaluation, reassignment, duties of City Manager; and other personnel matters as allowed by Texas Government Code, Chapter 551
8.3	Section 551.074 (personnel matters), to deliberate the appointment, employment, evaluation, reassignment, duties of City Secretary; and other personnel matters as allowed by Texas Government Code, Chapter 551
8.4	Adjourn executive session and reconvene Regular Session

City Manager deGraffenried left Executive Session at 7:45 pm, and City Secretary Sims was called into Executive Session at that time.

Council adjourned Executive Session at 8:28 pm.

REGULAR SESSION

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

There was no action taken on items discussed during Executive Session.

Adjourn – Council member Pratus moved to adjourn at 8:28 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