

**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, February 10, 2025
5:30 p.m. Workshop Session
6:00 p.m. 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:

Zac Morris
Charlie Pratus
Davis Keele
Myles Haider
Eric Hernandez

City Staff Present:

Erin Corbell, City Manager
Becky Sims, City Secretary
Monica Wright, IT Director
Yvonne Moreno, Finance Director
Jody Cummings, Police Chief
Joe Adams, Fire Chief
Frank Ellett, Building Official
Bart Baker, Fire Marshal

Council Members Absent

Cathy Kuehne

**WORKSHOP SESSION
5:30 p.m.**

1. Call to order Workshop Session

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

2. Discussion regarding Hostess House Progress.

By consensus, Council requested to postpone the Hostess House progress discussion until additional onsite visits were conducted to mitigate any safety concerns.

3. Present HUD Section 3 Presentation for the TXCDBG City's CDV23-0267 Grant

Mrs. Sims presented the HUD Section 3 Presentation as required by Texas Department of Agriculture; highlighting how Langford Community Services will track section 3 initiatives and section 3 workers for administration and construction contracts for the City of Lampasas Drainage Project in the Northwest part of town scheduled to begin February 2026.

4. Discussion regarding any item on the regular agenda.

There were no items discussed.

5. Adjourn Workshop Session-

Council member Pratus moved to adjourn workshop at 5:36 pm, the motion was seconded by Council member Haider and with a unanimous vote, the motion carried.

REGULAR SESSION

ANNOUNCEMENTS

- A. **Call to Order**-*Mayor Pearce called the regular session to order at 5:37 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**-
 - Annual Recognition to the Mayor and City Council



1.1	Citizen comments- Any citizen who desires to address the City Council on a matter that is not included on the Agenda may do so at this time.
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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 regarding a request to rezone property from Single Family Residential-6 “SF-6” to Two-Family Residential District (Duplex) for property described as PT of Lots 3-4-5, Block 6, Matthews and Wilkes Addition; commonly known as 1704 E Third Street, Lampasas, Texas Lampasas County.
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Mayor Pearce opened the public hearing.

Mrs. Sims, Zoning Administrator presented the following:

Marshall Brewer, Bent Tree Construction is asking to consider approval, denial, or approval with modification(s) a request to rezone property from Single Family Residential-6 "SF-6" to Two-Family Residential District (Duplex) for property described as PT of Lots 3-4-5, Block 6, Matthews and Wilkes Addition; commonly known as 1704 E Third Street, Lampasas, Texas Lampasas County.

The area around this property is zoned Single Family Residential

The 2F, Two-Family Residential, district is intended to promote stable, quality multiple-occupancy residential development at slightly increased densities. Individual ownership of each of the two-family or duplex units is encouraged. This district may be included within single-family neighborhoods or, when in accordance with the intent of the Comprehensive Plan, may provide a "buffer" or transition district between lower density residential areas and higher density or non-residential areas or major thoroughfares.

The Comprehensive Plan defines this area as Traditional Residential; which does allow duplexes.

All notifications and publications, as required by Ordinance and Statute, have been made. Staff mailed eight (8) notices to property owners within 200 feet of the applicant's property, as of the date of this meeting no letters in favor or in opposition have been received.

With no additional comments, the public hearing was closed.

1.4	Public hearing to receive citizen comments regarding a request to rezone property from Single Family Residential-10 "SF-10" to Two-Family Residential District (Duplex) for property described as Lot 5, Block 37 LSC First Addition, commonly known as 207 N Ridge Street, Lampasas Texas Lampasas County.
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Mayor Pearce opened the public hearing.

Mrs. Sims, Zoning Administrator presented the following:

Gary Tucker, Owner, and Ron Kuker, Agent is asking the Commission to consider approval, denial, or approval with modification(s) a request to rezone property from Single Family Residential-10 "SF-10" to Two-Family Residential District (Duplex) for property described as Lot 5, Block 37 LSC First Addition, commonly known as 207 N Ridge Street, Lampasas Texas Lampasas County

The area surrounding the property is zoned Single Family Residential and Two-Family (Duplex)

The Comprehensive Plan defines this area as Urban Residential, which does allow for duplexes.

All notifications and publications, as required by Ordinance and Statute, have been made. Staff mailed forty-three (43) notices to property owners within 200 feet of the applicant's property, as of the date of this meeting two have been received in favor of the request and non in opposition

With no additional comments, the public hearing was closed.

1.5	Public hearing to receive citizen comments regarding a request to rezone property from Single Family Residential-6 "SF-6" to Commercial "C" with a Specific Use Permit to allow for a Welding or Machine Shop for property described as Lots 5 & 8 Block 1, East Lampasas Addition, commonly known as 605 College Street Lampasas, Texas, Lampasas County.
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Mayor Pearce opened the public hearing.

Mrs. Sims, Zoning Administrator presented the following:

Douglas and Tera Hall, owners are asking the Commission to consider approval, denial, or approval with modification(s) a request to rezone property from Single Family Residential-6 "SF-6" to Commercial "C" with a Specific Use Permit to allow for a Welding or Machine Shop for property described as Lots 5 & 8 Block 1, East Lampasas Addition, commonly known as 605 College Street Lampasas, Texas, Lampasas County. The lots are currently being used in this capacity; primarily work shop, materials and equipment.

The area surrounding this property is zoned Single Family Residential-6 "SF-6" and Commercial "C"

The Comprehensive Plan defines this area as Traditional Residential and Suburban Mixed Use.

These areas, predominantly along higher trafficked arterial or collector corridors within Suburban Residential areas, are intended to provide the opportunity for transitioning residential to commercial uses, designed in a manner that is more appropriate to the character of the surrounding areas.

All notifications and publications, as required by Ordinance and Statute, have been made. Staff mailed thirty-four (34) notices to property owners within 200 feet of the applicant's property, as of the date of this meeting one letter was received in favor or in opposition have been received.

With no additional comments, the public hearing was closed.

2.0	MINUTES
2.1	Discussion and possible action concerning approval of minutes from the Regular City Council Meeting held on January 27, 2025.

Council member Keele 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 purchases and charges in excess of \$4,000 from January 1, 2025-January 31, 2025.

Council member Keele moved to approve the consent agenda, the motion was seconded by Mayor Pro-Tem Morris and with a unanimous vote, the motion carried. (Kuehne absent)

4.0	BOARDS/DEPARTMENT REPORTS
4.1	<p>Yvonne Moreno, Finance Director presented the annual Utility Billing and Collections Report.</p> <ul style="list-style-type: none">• Highlighted the Utility/Finance Team• Goals of the Finance Department<ul style="list-style-type: none">• Protect City's Assets and Properties• Follow all State and Federal Laws• Transparency to the Citizens of Lampasas• Reviewed Financial Statistics• Reviewed Finance Responsibilities

	<ul style="list-style-type: none"> • <i>Reviewed Utility Department Goals</i> <ul style="list-style-type: none"> • <i>Provide Accurate Reading and Billing Information</i> • <i>Provide Great Customer Service</i> • <i>Reviewed Utility Billing Cycles</i> • <i>Reviewed Utility and Meter Readers Responsibilities</i> • <i>Future Goals</i> <ul style="list-style-type: none"> • <i>Update Utility Policy</i> • <i>Update Cash Policy</i> • <i>Cross Train on all Utility Position</i> • <i>Utilize Training Opportunities</i> • <i>Continue meter change out program</i>

5.0	ROUTINE MATTERS
5.1	CITY MANAGER'S OPERATIONAL REPORT
<i>Audit</i>	<i>The City's auditors are on site at City Hall, beginning their work on the FY24 annual audit of municipal funds. Staff expects to receive a completed audit by March 31st.</i>
<i>Hiring</i>	<i>The library recently completed interviews for a part time position for library clerk and extended an offer on Friday. The Police Department recently conducted interviews for cadets and have several quality applicants for the position. One is currently in the academy, and we anticipate starting one in the March academy. The Public Works Director position is still open and we've received several applications. Staff will plan on beginning interviews next week. Additionally, staff anticipates opening a position for a part time airport employee in the next week.</i>
<i>Solid Waste</i>	<i>In the month of April, Frontier Waste Solutions will begin transitioning dumpsters from Waste Connections to Frontier. The dumpsters will continue to be serviced by Waste Connections until the contract with Frontier commences. Frontier is also mirroring Waste Connections residential routes for familiarity.</i>
<i>Election</i>	<i>As a reminder, the deadline for filing for a place in the May City Council election is Friday, February 14th.</i>
<i>Night Skies</i>	<i>Saturday, March 1st, the Lampasas County Friends of the Night Sky will be hosting a "Stars at Night" Star Party at the Old Middle School Cafeteria in conjunction with Vision Lampasas and the Lampasas Public Library from 5-9 pm. The event will feature a guest speaker and stargazing with the experts.</i>

5.2	MAYOR'S COMMENTS
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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 selection of website photo contest winner
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Council member Pratus moved to approve the photo contest entry, the motion was seconded by Council member Keele and with a unanimous vote, the motion carried. (Kuehne absent)

7.2	Discussion and possible action regarding an Ordinance calling for a General Election to elect the expired terms of the Mayor, Council Member Place One, Two and Six, along with the unexpired term of Place 3 for the City Council of the City of Lampasas, Texas to be held on the 3 rd day of May, 2025; Providing for polling times and places; Providing for Early Voting; and Providing for Bilingual Election Materials.
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Council member Keele moved to approve the first reading of an Ordinance calling for a General Election to elect the expired terms of the Mayor, Council Member Place One, Two and Six, along with the unexpired term of Place 3 for the City Council of the City of Lampasas, Texas to be held on the 3rd day of May, 2025; Providing for polling times and places; Providing for Early Voting; and Providing for Bilingual Election Materials, the motion was seconded by Council member Haider and with a unanimous vote, the motion carried. (Kuehne absent)

7.3	Discussion and possible action to issue Order of Election for Municipalities for the May 3, 2025 General Election.
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Council member Hernandez moved to issue the Order of Election for the May 3, 2025 General Election, the motion was seconded by Council member Pratus and with a unanimous vote, the motion carried. (Kuehne absent)

7.4	Discussion and possible action to consider the first reading of an ordinance to approve, deny, or approve with modifications a request to rezone property from Single Family Residential-6 "SF-6" to Two-Family Residential District (Duplex) for property described as PT of Lots 3-4-5, Block 6, Matthews and Wilkes Addition; commonly known as 1704 E Third Street, Lampasas, Texas Lampasas County.
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Council member Keele moved to approve the first reading of an ordinance to approve a request to rezone property from Single Family Residential-6 "SF-6" to Two-Family Residential District (Duplex) for property described as PT of Lots 3-4-5, Block 6, Matthews and Wilkes Addition; commonly known as 1704 E Third Street, Lampasas, Texas Lampasas County, the motion was seconded by Council member Hernandez and with a unanimous vote, the motion carried. (Kuehne absent)

7.5	Discussion and possible action to consider the first reading of an ordinance to approve, deny, or approve with modifications a request to rezone property from Single Family Residential-10 "SF-10" to Two-Family Residential District (Duplex) for property described as Lot 5, Block 37 LSC First Addition, commonly known as 207 N Ridge Street, Lampasas Texas Lampasas County
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Council member Keele moved to approve the first reading of an ordinance to approve a request to rezone property from Single Family Residential-10 "SF-10" to Two-Family Residential District (Duplex) for property described as Lot 5, Block 37 LSC First Addition, commonly known as 207 N Ridge Street, Lampasas Texas Lampasas County, the motion was seconded by Council member Hernandez and with a unanimous vote, the motion carried, (Kuehne absent)

7.6	Discussion and possible action to consider the first reading of an ordinance to approve, deny, or approve with modifications a request to rezone property from Single Family Residential-6 "SF-6" to Commercial "C" with a Specific Use Permit to allow for a Welding or Machine Shop for property described as Lots 5 & 8 Block 1, East Lampasas Addition, commonly known as 605 College Street Lampasas, Texas, Lampasas County.
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Mayor Pro Tem Morris moved to approve the first reading of an ordinance to approve the request to rezone property from Single Family Residential-6 "SF-6" to Commercial "C" with a Specific Use Permit to allow for a Welding or Machine Shop for property described as Lots 5 & 8 Block 1, East Lampasas Addition, commonly known as 605 College Street Lampasas, Texas, Lampasas County, the motion was seconded by Council member Hernandez and with a unanimous vote, the motion carried. (Kuehne absent)

7.7	Discussion, consideration and possible action regarding proposed Change Order for roof of Hostess House Renovation & Addition.
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Mayor Pro Tem Morris moved to deny the Change Order to re-roof the entire structure and roof the new addition of the Hostess House only as originally bid for the project, the motion was seconded by Council member Keele and with a unanimous vote, the motion carried. (Kuehne absent)

7.8	Discussion, consideration and possible action to approve FY25 City of Lampasas Organizational Chart
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Mayor Pro Tem Morris moved to approve the FY25 City of Lampasas Organizational Chart, the motion was seconded by Council member Hernandez and with a unanimous vote, the motion carried. (Kuehne absent)

7.9	Discussion and possible action to purchase electrical wire from Techline, Inc. in the amount of \$32,555.00.
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Council member Keele moved to approve the purchase of electrical wire from Techline, Inc. in the amount of \$32,555.00, the motion was seconded by Council member Hernandez and with a unanimous vote, the motion carried. (Kuehne absent)

7.10	Discussion, consideration and possible action increasing contingency funding for Hostess House renovation from 5% to 10%.
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There was no action taken on this item.

Adjourn into Executive Session

Council member Keele moved to adjourn into executive session at 6:15 pm, the motion was seconded by Mayor Pro Tem Morris and with a unanimous vote, the motion carried. (Kuehne absent)

CM Corbell asked Van Sims, WWW Operations Manager and Stephen Sewell, Plant Supervisor to join.

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 551.087 (economic development)- (1) to receive and evaluate financial information received from a business, to discuss same, and/or to deliberate regarding commercial or financial information that the City has received from a business 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 551.086 (Relating to the authority of public power utility governing bodies to deliberate regarding competitive matters) – Utilities
- 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

Van Sims and Stephen Sewell left Executive Session at 7:00 pm.

Becky Sims, City Secretary joined Executive Session at 7:20 pm.

Adjourn executive session and reconvene Regular Session

Council reconvened Regular Session at 7:37 p.m.

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 concerning items discussed during Executive Session.

Adjourn

Council member Pratus moved to adjourn at 7:38 p.m., the motion was seconded by Council member Haider and with a unanimous vote, the motion carried.

PASSED AND APPROVED this _____ day of _____, 2025.

Herb Pearce, Mayor

ATTEST

Becky Sims, City Secretary