



City of Lorena
107-A S. Frontage Road
Lorena, Texas 76655
(254) 857-4641 Fax (254) 857-4118

**NOTICE OF PUBLIC MEETING
LORENA CITY COUNCIL
MONDAY, OCTOBER 21, 2019 6:30 P.M.
LORENA CITY HALL
107-A S FRONTAGE RD., LORENA, TEXAS**

MINUTES

1. Call to order.

Mayor Protem Bill Coleman called the meeting to order at 6:31 p.m. Council members present were Mayor Protem Bill Coleman, J. Fagner, Jeff Linnstaedter and Tommy Ross. Kelly Yarbrough arrived at 6:37 p.m. Members absent were Mayor Chuck Roper. City Staff present were Police Chief Tom Dickson, City Secretary Monica Hendrix, Finance Director Linda Klump, City Manager Joseph Pace and Public Works Director Kevin Neal.

- a. Pledge of Allegiance**
- b. Texas Pledge**
- c. Moment of silence**

Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.

2. Visitors and Citizens Forum

At this time any person with business before the Council not scheduled on the agenda may speak. Comments are limited to three (3) minutes, and this time is not transferable. No formal action may be taken on any of these items at the meeting. This forum is limited to a total of 30 minutes.

No visitors spoke.

3. Approval of Minutes:

- a. September 16, 2019**

Tommy Ross motioned to approve the minutes. J. Fagner seconded. All in favor, motion carried.

4. Commission and Corporation reports:

- a. Planning and Zoning Commission**

P&Z held a workshop to discuss amendments to the fence requirements in the zoning ordinance.

- b. Economic Development Corporation**

No meeting.

5. Presentation of quarterly budget report and cash and investment report.

Finance Director Linda Klump reviewed the reports with council. Klump explained it is important to stress that these numbers are unaudited. Klump explained the fluctuations of each fund on the reports and asked if there were any questions. On the cash and investment report Klump explained the net change for the combined funds is down \$637,800 and this money was spent on the TIRZ for the year. Tommy Ross had questions about the CD's and Klump explained.

6. Discussion and possible action on transfer of 90% of the end of year General Fund, Utility Fund and Sanitation Fund budgetary net income.

Linda Klump informed council the end of year transfer is down compared to last year. Klump explained the city is under budget however the majority of the budget was spent for the year.

Kelly Yarbrough motioned to transfer 90% of the end of year General Fund, Utility Fund and Sanitation Fund budgetary net income to the Capital Project reserves. Jeff Linnstaedter seconded the motion. All in favor, motion carried.

7. Discussion and possible action on authorizing the City Manager to sign a Letter of Engagement for Planning Consultant Services for the Comprehensive Plan Amendment with Mitchell Planning Group, LLC.

Joseph Pace explained a comprehensive plan is used as a guide to get you where you are going. Comp plans are usually long range for 10-20 years. Kelly Yarbrough questioned if Pace received any other estimates or researched the cost for a comprehensive plan. Pace explained he has but it was 2 years ago and the price ranged from \$120,000 to \$150,000. Bill Coleman asked if the letter of engagement from Mitchell Planning is a guideline for what to expect or can Mitchell Planning supply us with a document from another municipality that she has done to ensure that we are getting usable information. Pace explained he will do whatever the council desires. Pace will contact other cities comparable to Lorena and cities that have experienced huge growth in the past few years. Pace will find out what the cost were for their comp plans and the quality of the plan. After further discussion, no action was taken on this agenda item.

8. Discussion and possible action on authorizing the City Manager to enter into a Letter of Engagement for Planning Consultant Services for the Strategic Plan with Mitchell Planning Group, LLC.

Joseph Pace explained the Strategic Plan is typically short term to establish certain goals achievable in 1-5 years. These types of plans are cultivated by the effort and participation of the community as a whole. There was no action on this agenda item.

9. Discussion and possible action on Ordinance 2019-1021-01 amending various provisions of Article IV, "Technical Codes", Section 10-94 "Fire Code", to adopt the 2018 International Fire Code as the official building regulations of the city.

Monica Hendrix explained the fire code was inadvertently left out of the updated codes back in August when council updated the building regulation requirements from the 2006 codes to the 2018 codes.

Tommy Ross motioned to adopt the 2018 International Fire Code. J. Fagner seconded the motion. All in favor, motion carried.

10. Discussion and possible action on a resolution authorizing the City Manager to enter into an Inter-local agreement with the Texas Inter-local Purchasing System (TIPS).

Tom Dickson explained this is an ongoing effort to get the best prices for purchasing items needed for the police department and city. This is similar to a Buy Board. J. Fagner motioned to approve the resolution. Kelly Yarbrough seconded the motion. All in favor, motion carried.

11. Discussion and possible action on Ordinance 2019-1021-02 regulating overnight parking on commercial properties.

Tom Dickson explained this ordinance will prohibit commercial vehicles from leaving unattended vehicles on non-residential private properties. There have been issues with truckers parking their vehicles at the Lorena Plaza overnight to keep from paying to park at truck stops.

Kelly Yarbrough motioned to approve the ordinance. Jeff Linnstaedter seconded the motion. All in favor, motion carried.

12. Police Department Activity Report.

Tom Dickson asked if there were any questions on the activity report. Dickson congratulated Officer Ethan Pavlas on completing a 7-week emergency medical first responder course.

13. Public Works Report.

a. Well #2 repair update

Kevin Neal reported the well motor shorted out due to the draw down when the pump comes on. The pump is not staying submerged due to the draw down and this is causing the motor to get hot. The recommendation from Layne Contracting is to lower the motor by an additional 100 feet. This will cost the city \$8538.00. This money will come from the capital expenditure fund.

b. Water system maintenance - free chlorine burn out.

City of Waco will be doing an annual free-chlorine burnout from December 2nd-January 2nd. The City of Lorena will notify customer on the water bill and social media to prevent us from having to mailing individual letters and the expense that cost.

14. City Manager Report.

a. Loera Development Annexation/Update

City of Waco Planning and Zoning will act on the ETJ land swap on 10/22/19.

There is a tentative meeting set with Loera on 10/29/19.

b. Update on WMARSS

Waco took over on 10/1/2019.

c. PUC Update

This is still ongoing currently with the lawyers.

d. City Policy Manual Update

e. Meetings Update (Appendix "A")

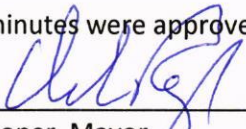
Joseph Pace and Tom Dickson attended the TML Regional meeting in Mexia. Pace encouraged council to attend TML regional meetings and the next meeting will be in Hewitt. Pace will inform council of the date at a later time.

15. Future Agenda Items.

16. Adjourn.


Due to no further business the meeting adjourned at 7:39 p.m.

These minutes were approved this 18th day of November 2019.



Chuck Roper, Mayor

Attest:



Monica Hendrix, City Secretary

