



City of Lorena
107-A S. Frontage Road
Lorena, Texas 76655
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**NOTICE OF PUBLIC MEETING
LORENA CITY COUNCIL
MONDAY, DECEMBER 14, 2020 – 6:30 P.M.
LORENA CITY HALL
107-A S. FRONTAGE ROAD, LORENA TEXAS**

In accordance with social distancing guidelines, the City Council meeting will not be open to the public. Some council and commission members may attend, while others may call to participate. To help contain and mitigate the spread of COVID-19, participation by the public may be done remotely in compliance with the Texas Open Meetings Act or pursuant to the Action issued by the Governor of Texas on March 16, 2020.

THE PUBLIC WILL BE ABLE TO JOIN THE MEETING BY VIDEO CONFERENCING AT THE FOLLOWING LINK <https://global.gotomeeting.com/join/553520261> and/or join the conference call at (254) 655-5400; GUEST PIN :2021

Questions and comments on items listed on the agenda may be emailed no later than NOON on the day of the meeting to the City Secretary via email to mhendrix@lorenatx.gov

MINUTES

1. Call to Order/Roll Call

Mayor Roper called the meeting to order at 6:30 p.m. Council members present were Mayor Chuck Roper, Mayor Protem Bill Coleman, Emily McKenzie, Jeff Linnstaedter and Tommy Ross. Kelly Yarbrough was present via teleconference.

City Staff present were Joseph Pace, Monica Hendrix, Tom Dickson, Kevin Neal and Peter Rivas.

2. Citizens questions or comments.

No comments or questions were received.

3. Approval of Minutes:

a. November 16, 2020

Tommy Ross motioned to approve the minutes. Jeff Linnstaedter seconded. All in favor, motion carried.

4. Presentation of plaque to outgoing Municipal Court Prosecuting Attorney Thomas West.

Mayor Chuck Roper presented a plaque to outgoing Prosecuting Attorney Thomas West and thanked him for his 19 years of service to the City of Lorena. West was elected to be Judge for the 19th District Court of McLennan County.

5. Discussion and possible action on Resolution 2020-1214-01 declaring certain property surplus; authorizing the transfer of German Shepard dog "K-9 Zeta"; and providing an effective date.

Police Chief Tom Dickson spoke and informed council the purpose of the resolution is to retire drug K-9 Zeta and to transfer ownership to Louise Lopez. Lorena Police Department purchased Zeta from the Bellmead Police Department a few years back. Zeta is now 12 years old and needs to retire. The State of Texas legislators passed a law for retiring service animals. (Tx Govt Code 614. 212) This resolution is to declare Zeta as surplus since she is now at the end of her working life. K-9 Officer Jay Greer spoke and is grateful that Ms. Lopez is taking Zeta, that she is a good dog and will be missed.

Bill Coleman motioned to approve the resolution. Tommy Ross seconded the motion. All in favor, motion carried.

6. Discussion and possible action authorizing the Chief of Police to enter into a contract with Louise Lopez for transfer of retiring Police K-9 Zeta.

Police Chief Tom Dickson informed council that K-9 Zeta had 150 deployments during her time with the Lorena Police Department and she was able to recover 56 pounds of marijuana, 2.2 pounds of methamphetamines, heroin, hashish, hydrocodone and ecstasy. Chief Dickson explained the contract is written as the code requires and was reviewed by the city attorney. A motion was made by Tommy Ross and seconded by Bill Coleman to approve the contract. All in favor, motion carried.

7. Discussion and possible action appointing Robert LaCroix, AICP, as contracted City Planner for the City of Lorena.

Joseph Pace explained that contracted City Planner Karen Mitchell retired in November. Karen Mitchell recommended Robert LaCroix to the city as her replacement and Pace is recommending the council to appoint LaCroix. Pace says the contract is very similar to the Mitchell Planning Contract and the city attorney has reviewed it.

Mr. LaCroix spoke and said he has had discussions with Karen Mitchell concerning Lorena. LaCroix is familiar with cities of Lorena's size and larger, and gave a brief description of his background. LaCroix has toured Lorena with Joseph Pace and looking forward to working with us.

Bill Coleman motioned to appoint appointing Robert LaCroix, AICP, as contracted City Planner for the City of Lorena. Kelly Yarbrough seconded the motion. All in favor, motion carried.

8. Discussion and possible direction to the City Manager to initiate change to the Subdivision Ordinance concerning the submission of the Final Plat process.

Joseph Pace feels the subdivision ordinance needs changes on the final plat submission. Currently Pace says there is an added step that slows the process for developers concerning the submittal of construction plans for the entire development. Pace will discuss changes with the city planner and engineers and bring the proposed changes to the council at a later date.

9. Discussion and possible action amending the General Services Contract with Kasberg, Patrick, & Associates, LP Consulting Engineers (KPA) to include onsite representation services.

Joseph Pace informed council this amendment will provide for a representative to be onsite during construction of developments. The Jose Loera development is nearing construction phase and the City of Lorena staff is not in a position, at this time, to provide the needed day to day onsite representation for the construction of

infrastructure. KPA is the contracted engineer and has the experience in onsite representation, as witnessed during the construction and completion of the multiple TIRZ #1 East projects. Contracting with KPA to serve as onsite representation requires an amendment to the original General Services Contract between the City of Lorena and the KPA. The terms of the agreement are provided the amendment to the contract, please see the contract amendment provided by staff located in your City Council packet. Please note, by ordinance, any cost associated with the onsite representation services are considered pass through cost, which simply means any cost generated by the developer, including onsite representation is passed along to the developers for payment; therefore, the City of Lorena is not out any cost associated with general engineering services and/or onsite representation.

A motion was made by Bill Coleman to approve the contract amendment. Emily McKenzie seconded the motion. All in favor, motion carried.

10. Discussion and possible action approving the 2021 Employee Holiday Schedule.

Monica Hendrix explained this holiday schedule is the same as previous years. Kelly Yarbrough motioned to approve the 2021 Employee Holiday schedule. Tommy Ross seconded the motion. All in favor, motion carried.

11. Discussion and possible action approving the 2021 Solid Waste Holiday pick-up Schedule.

Kevin Neal explained the 2021 solid waste holiday does not affect regular residential trash pickup. This schedule will only affect commercial pickup schedule in December 2021.

Bill Coleman motioned to approve the schedule. Jeff Linnstaedter seconded the motion. All in favor, motion carried.

12. Police Department Activity Report.

a. Monthly stats

Chief Dickson reviewed the stats with council and answered questions about the EMS calls. Dickson explained there have been several COVID related calls and lift assist calls. Dickson also reported the department is doing on-line training and will have in-person training tomorrow for their recognition certification.

Mayor Chuck Roper suggested to council there needs to be discussion on what to do about the volunteer fire department and possible paid fireman in the future with all the new development coming in.

13. City Manager Report

a. Loera Development Update

Turned in the final plat on Thursday.

b. Possible special called meeting for final plat approval

Can council meet next week to approve the final plat for Loera pending P&Z meeting first.

c. PUC Update

Still waiting on Spring Valley Water and City of Waco to make a decision. Lorena is still serving the 3 customers with water.

d. Strategic Planning Committee Update

Final draft of plan is under review.

e. Christmas Party Update

Holding staff only party (due to COVID) tomorrow at the Fire Department.

f. City Policy Manual Update

Hoping to bring something to council in the next month or two.

g. 5 Year Anniversary with the City of Lorena

Celebrated 5-year anniversary on 12/3/2020.

h. Completed Graduate Certificate in Urban and Regional Planning at UTEP

Completed the online graduate certificate course on 12/6/2020.

- i. **TxDOT Safe Routes to School and Transportation Alternative Grants**
Paper work for awarded grants are on pace with TxDOT.
- j. **Monthly Meetings/ Future Meetings (Appendix "A")**

14. Future Agenda Items.

15. Adjourn.

Due to no further business the meeting adjourned at 7:29 p.m.

These minutes were approved this 18th day of January 2021.



Chuck Roper, Mayor

Attest:



Monica Hendrix, City Secretary

