



## City of Lorena

107-A S. Frontage Road

Lorena, Texas 76655

(254) 857-4641 ~~MEETING MINUTES~~ Fax (254) 857-4118  
LORENA CITY COUNCIL

MONDAY, OCTOBER 18, 2021- 6:30 P.M.

LORENA CITY HALL

107-A S. FRONTAGE ROAD, LORENA TEXAS

THE PUBLIC WILL BE ABLE TO JOIN THE MEETING BY VIDEOCONFERENCING  
AT THE FOLLOWING LINK <https://global.gotomeeting.com/join/220387981> and/or join  
the conference call at (254) 655-5400; GUEST PIN :2021  
The City Council Meeting will be opened to the public. To mitigate the spread of  
COVID-19, social distancing will be recommended.

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 Monica Hendrix via email to  
[mhendrix@lorenatx.gov](mailto:mhendrix@lorenatx.gov)

### WORKSHOP MINUTES 5:30 P.M.

#### 1. Call to Order/Roll Call.

Mayor Ross called the workshop to order at 5:34p.m. Members present were Mayor Tommy Ross  
Jeff Linnstaedter, Mayor Protem Kelly Yarbrough and Shane Phillips. Council members absent  
were Emily McKenzie and Katrina George.

#### 2. Briefing and discussion on Texas Department of Transportation Lorena Downtown Streetscape Revitalization Project (CSJ 0909-22-187) Advance Funding Agreement.

This project is not 100% funded and there are concerns about the overall total cost to the city.  
This project will cost the city approximately \$369,000.00 plus the \$25,000.00 administrative cost  
and any overages that may occur. There was discussion about the buildings downtown and the  
ADA compliances to those buildings and whether this project will help those businesses. There  
was also discussion if this is best use of the city money and how many pot holes or streets could  
be repaired for the amount of money being spent on this project.

#### 3. Briefing and discussion on Texas Department of Transportation Safe Routes to Schools Project (CJS 0909-22-186) Advance Funding Agreement.

Kevin Neal explained there was a meeting with TxDOT on possibly re-routing the sidewalks and  
was told the project needs to be amended by February because TxDOT does amendments  
quarterly. February is the next date for TxDOT amendments. The project needs to be LET for bids  
by April of 2022. Neal and TxDOT do not feel there will be enough time to re-route the project by  
these deadlines. There was also concern about the cost of the project for overages to the city.  
There are contingencies in the project, however the cost of materials has increased significantly  
since this grant was brought before council in 2019. Solomon Thomas with MRB Group was here  
and answered questions of the council. There was discussion about the total cost of the project  
versus the number of homes that it will actually benefit safely. The approximate number of  
homes is 20. The intersections and streets that have to be crossed to get to these sidewalks are  
very busy and dangerous for kids to cross with all the traffic to the schools. There is no safe route  
to the safe route due to no crossing guards at the intersections.

4. **Adjourn.** 6:22 p.m.

**MEETING MINUTES 6:30 P.M.**

**1. Call to Order/Roll Call.**

Mayor Ross called the workshop to order at 6:32p.m. Members present were Mayor Tommy Ross Jeff Linnstaedter, Mayor Protem Kelly Yarbrough Emily McKenzie and Shane Phillips. Council members absent were Katrina George.

City staff present were Monica Hendrix, Linda Klump, Kevin Neal and Peter Rivas.

**2. Presentation of the Rich in Community Award presented by Councilman Shane Phillips.**

Shane Phillips explained the nomination form is what instigates the award and the form will be on the website. This award has been moved to quarterly so please nominate.

**3. Approval of Minutes:**

a. **August 31, 2021**

b. **September 20, 2021**

Motion by Kelly Yarbrough to approve the minutes.

Shane Phillips seconded the motion.

FOR: Linnstaedter, Yarbrough, McKenzie and Phillips.

ABSTAIN: McKenzie abstained from the 31<sup>st</sup> meeting due to being absent.

AGAINST: None

ABSENT: Katrina George

Motion carried.

**4. Citizens questions or comments.**

*At this time any person with business before the Council not scheduled on the agenda may speak to the Council. Comments are limited to three (3) minutes, and this time is not transferable. Under the Texas Open Meetings Act, the Council is prohibited from discussing, responding, or acting on any comments or items that have not been properly posted on the agenda. This forum is limited to a total of 30 minutes.*

No citizens spoke.

**5. Discussion and possible action on Resolution 2021-1018-01 authorizing the Texas Department of Transportation Lorena Downtown Streetscape Revitalization Project (CSJ 0909-22-187) Advance Funding Agreement.**

Kevin Neal explained concerns of the funding the project and the possible cost of overages and where the money would come from.

Motion by Emily McKenzie to not move forward/deny resolution 2021-1018-01 and the project.

Kelly Yarbrough seconded the motion.

FOR: Linnstaedter, Yarbrough, McKenzie and Phillips.

AGAINST: None

ABSENT: Katrina George

Motion carried.

**6. Discussion and possible action on Resolution 2021-1018-02 authorizing the Texas Department of Transportation Safe Routes to Schools Project (CJS 0909-22-186) Advance Funding Agreement.**

Emily McKenzie was absent for the workshop and asked questions about the possibility of relocating the sidewalks in the project and Kevin Neal explained the deadlines.

Jeff Linnstaedter had questions on if the city decides to move forward with the grant and the cost is significantly more, can the city then back out. Kevin Neal explained in the termination of the agreement, it states *if the Local Government withdraws from the project after it is executed, it shall be responsible for all direct and indirect Project costs as identified by the State's cost accounting system and with 2 CFR Part 200 requirements*. Linnstaedter questioned how much the city is willing to spend on the project. Linnstaedter feels the project could go over 20-25 percent. Solomon Thomas with MRB Group explained there is a 12 ½ percent contingency in the cost estimate for construction.

Mayor Ross spoke his concerns on the cost and the safety with no crossing guards and the general upkeep of the sidewalks.

Kelly Yarbrough spoke and feels the sidewalks would benefit the city in the long run and be a contribution to the master park plan. This plan is to have sidewalks throughout the city.

After further discussion, a motion was made by Kelly Yarbrough to approve the resolution.

The motion died for lack of a second.

**7. Discussion and possible action on Resolution 2021-1018-03 designating an official newspaper for the City of Lorena for fiscal year 2022.**

Monica Hendrix explained the city has to designate the official newspaper for publishing notices and ordinances. The Waco Farm and Labor Journal meets the criteria required by law.

Kelly Yarbrough motioned to approve Resolution 2021-1018-03 designating an official newspaper for the City of Lorena for fiscal year 2022.

Emily McKenzie seconded the motion.

FOR: Linnstaedter, Yarbrough, McKenzie and Phillips.

AGAINST: None

ABSENT: Katrina George

Motion carried.

**8. Discussion and possible action for an exemption to the residency requirements for sexual offenders within an established Child Safety Zone in accordance to City of Lorena Ordinance 2013-0225-01.**

Jonathan Perot spoke and says he moved to Lorena after his house was condemned in Bruceville-Eddy. Perot read a letter to the council requesting an exemption to the residency requirements for sexual offenders.

Shane Phillips asked if Bruceville-Eddy contacted the Lorena PD about Perot moving hear and was told yes.

Jeff Linnstaedter asked what determines moderate classification. Sgt. Kraig Disney says the state determines that classification.

Mayor Ross called for a motion for an exemption to the ordinance. There was no motion and the item dies for lack of motion.

**9. Discussion and possible action on closing Center Street from Bordon Street to McBrayer Street on October 23, 2021 from 11am to 5pm for the Lorena Chamber of Commerce October Fest.**

Kevin Neal explained this event will be held in the park, however if the event grows to where the street is needed, the approval will be done.

Kelly Yarbrough motioned to approve closing Center Street from Bordon Street to McBrayer Street on October 23rd from 11am to 5pm for the Lorena Chamber of Commerce October Fest.

Jeff Linnstaedter seconded the motion.

FOR: Linnstaedter, Yarbrough, McKenzie and Phillips.

AGAINST: None

ABSENT: Katrina George

Motion carried.



- 10. Discussion and possible action to close E. Center Street to McBrayer Street on Saturday, November 27, 2021, from 10 am to 3 pm for the LVFD and CALL Christmas in the Country event.**  
Kay Swain with the Community Action League of Lorena (CALL) and explained this will be the 32<sup>nd</sup> year for the Christmas in the Country and would like to permission to close the street.  
Kelly Yarbrough motioned to approve closing Center Street on Saturday, November 27, 2021, from 10 am to 3 pm for the LVFD and CALL Christmas in the Country event.  
Emily McKenzie seconded the motion.  
FOR: Linnstaedter, Yarbrough, McKenzie and Phillips.  
AGAINST: None  
ABSENT: Katrina George  
Motion carried.
- 11. Discussion and possible action close the streets in the South Meadows Subdivision from 6pm to 9pm on October 31, 2021 for Halloween Festivities.**  
Kevin Neal explained street closure is for the safety of the trick or treaters and has been done for several years now. Police Officer Peter Rivas informed council of the fill-the-cop-car can drive that is also done during this time. This food is donated to the local food pantries.  
Motion by Kelly Yarbrough to close the streets in the South Meadows Subdivision from 6pm to 9pm on October 31, 2021 for Halloween Festivities.  
Shane Phillips seconded the motion.  
FOR: Linnstaedter, Yarbrough, McKenzie and Phillips.  
AGAINST: None  
ABSENT: Katrina George  
Motion carried.
- 12. Discussion and possible action on the 2021 investment policy for the City of Lorena.**  
Linda Klump explained this is required to be done annually by the Public Funds Investment Act. Klump says this policy mirrors last years policy and that training is required every two years. She will attend the training is February 2022 and if any changes are required, they will be done next year.  
Kelly Yarbrough motioned to approve the 2021 investment policy.  
Emily McKenzie seconded the motion.  
FOR: Linnstaedter, Yarbrough, McKenzie and Phillips.  
AGAINST: None  
ABSENT: Katrina George  
Motion carried.
- 13. Presentation of Summary of Cash and Investments and quarterly budget reports ending 9/30/2021.**  
Linda Klump presented the Summary of Cash report and explained the interest rates are very low. Klump also presented the quarterly budget report for the end of the year. Klump explained that both reports are un-audited at this point.
- 14. Discussion and possible action on transfer of 90% of the end of year General Fund and Sanitation Fund budgetary net income.**  
Kelly Yarbrough motioned to approve the transfer of 90% of the end of year General Fund, Sanitation Fund and Utility Fund budgetary net income.  
Emily McKenzie seconded the motion.  
FOR: Linnstaedter, Yarbrough, McKenzie and Phillips.  
AGAINST: None  
ABSENT: Katrina George  
Motion carried.

**15. Discussion and possible action on a General Fund Capital Project Fund budget adjustment- Amendment 2022-1.**

Linda Klump explained the purpose of the budget amendment. The purchase of a mini excavator was approved in the FY 2021-22 Annual Budget. The purchase was planned as 80% in Utility Capital Project Fund and 20% in General Fund Capital Project Fund. The excavator is to be purchased from existing Equipment Reserve Funds with annual transfer of funds from General and Utility Operating Budgets for the life of the equipment to the corresponding Equipment Reserve Fund. While the annual transfers and 80% of the expenditure are currently included in the approved budget, the 20% expenditure (\$9,000) was not included in the General Fund Capital Project Fund budget document.

Jeff Linnstaedter motioned to approve the General Fund Capital Project Fund budget adjustment-amendment 2022-1.

Kelly Yarbrough seconded the motion.

FOR: Linnstaedter, Yarbrough, McKenzie and Phillips.

AGAINST: None

ABSENT: Katrina George

Motion carried.

**16. Discussion and possible action on purchase order number RCFB96 for the budgeted expenditure for a 2022 John Deere 35G mini excavator.**

Kevin Neal informed council this expense has been saved for years from the end of year budget surplus transfers. Neal explained this equipment will help with making repairs without tearing yards up and fitting into tight spaces. The city will also save money on rental of equipment for the smaller areas that the backhoe will not fit in.

Shane Phillips motioned to approve the purchase order number RCFB96 for the budgeted expenditure for a 2022 John Deere 35G mini excavator for the public works department in an amount not to exceed \$44,252.06.

Kelly Yarbrough seconded the motion.

FOR: Linnstaedter, Yarbrough, McKenzie and Phillips.

AGAINST: None

ABSENT: Katrina George

Motion carried.

**17. Discussion and possible action on purchase order number RCFB95 for the budgeted expenditure for a 2022 Ford F350 Pickup for the public works department in an amount not to exceed \$52,572.00.**

Kevin Neal explained this vehicle will replace a 2001 Dodge Ram pickup. This new pickup will pull the heavy loads like the gooseneck trailer with the backhoe and other heavy jobs that may happen.

Emily McKenzie motioned to approve purchase order number FCFB95.

Shane Phillips seconded the motion.

FOR: Linnstaedter, Yarbrough, McKenzie and Phillips.

AGAINST: None

ABSENT: Katrina George

Motion carried.

**18. Police Department Activity Report.**

Sergeant Kraig Disney was present for questions concerning the activity report. There were 317 calls by type, 11 arrests and 275 citations issued in September 2021.

**19. Future Agenda Items.**

No future agenda items were given. Mayor Ross reminded the council of the Haunted Trail for the Theatre Booster Club Haunted Trail for next two weekends 23<sup>rd</sup>, 24<sup>th</sup>, 30<sup>th</sup> and 31<sup>st</sup>.

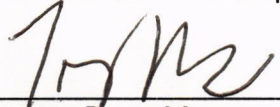


There will be a Town Hall meet the Mayor on Monday, November 8<sup>th</sup> at the First Baptist Church Lorena at 6:30 p.m.


**20. Adjourn.**

Due to no further business the meeting adjourned at 7:28 p.m.

These minutes were approved this 15th day of November 2021.

  
\_\_\_\_\_  
Tommy Ross, Mayor

Attest:

  
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Monica Hendrix-City Secretary

