

City of Lorena
107-A S. Frontage Road
Lorena, Texas 76655

NOTICE OF LORENA CITY COUNCIL MEETING
MONDAY, JUNE 20, 2022 - 6:30 P.M.
LORENA CITY HALL
107-A S. FRONTAGE ROAD, LORENA TEXAS

MINUTES

1. Call to Order/Roll Call.

Mayor Ross called the meeting to order at 6:31 p.m. Council members present were Mayor Tommy Ross, Mayor Protem Kelly Yarbrough, Jason Blaneck, Katrina George, Emily McKenzie and Shane Phillips.
City Staff present were Tom Dickson, Monica Hendrix, Kyler Jones, Petar Rivas and Thomas Saxon.

2. Pledge of Allegiance

Mayor Ross led the pledge of allegiance to the United States flag and Texas flag.

3. 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.
There were no visitor comments and no comments were sent to the city secretary.

4. Approval of Minutes:

a. May 16, 2022

MOTION: Shane Phillips motioned to approve the minutes.

SECOND: Emily McKenzie

FOR: Blaneck, George, Yarbrough, McKenzie and Phillips.

AGAINST: None

Motion carried.

5. Commission and Corporation Reports.

a. Economic Development Corporation

Kelly Yarbrough reported the EDC met and discussed appointing a new TIRZ Board member Bill Taverner. There is a vacancy on the EDC Board and they are looking for volunteers. The commissioners also discussed moving forward with the Gateway Monument sign and renewing the I-35 Billboard sign.

b. Planning and Zoning Commission

No meeting.

6. Discussion and possible action on the request of Mubin Maredia, applicant, for approval of a Site Plan for the proposed Roadster Travel Center, specifically for the consideration

of alternative and/or prohibited exterior building materials, located east of I-35 and adjacent to and north of Old Temple Road, and take any action necessary.

Mubin Maredia spoke and says his architect Richard King is on the line and can answer any questions the council may have concerning the design of the building. King explained to the council where the nichiha product will be used on the building.

City Planner Robert LaCroix spoke and explained that the applicant is requesting to use a prohibited material on the exterior of the building. The prohibited exterior materials include stucco, a polymer cement panel product and metal panels. Staff has included building elevations that indicate the percentages of exterior materials. The nichiha product is polymer cement panel which is a newer masonry product on the market that is being utilized on many commercial buildings currently. This material is primarily being used on the front façade elevation. The metal panels are within the 25% of other materials that can be allowed however, the use of metal does require City Council approval and this also includes the use of stucco which is primarily on the front elevation. LaCroix has studied the material requested and is recommending the approval of the product.

MOTION: Katrina George motioned to approve the site plan with the approval of the materials listed.

SECOND: Kelly Yarbrough.

FOR: Blane, George, Yarbrough, McKenzie and Phillips.

AGAINST: None

Motion carried.

7. Discussion of future Bright Farms hydroponic greenhouse.

Sean O'Neill from Bright Farms was present and explained the future hydroponic greenhouse. Bright Farms is the nation's leading grower of greenhouse lettuce that is committed to improving the health of our planet. Bright Farms is planning to build four greenhouses at build out. The benefits to Lorena from the company are improvements to the infrastructure to N. Old Temple Road, revenue to the city tax base, water and sewer system and generating 80 jobs per greenhouse. Mr. O'Neill says he is here to request annexation to the city and support from the council. There were questions about the salaries, truck traffic and opportunities for the school Ag students to do work study programs. O'Neill explained how the lettuce is grown and packaged as well.

8. Discussion and possible action on Resolution 2022-0620-03 for approval of a request from Robert S. Braswell IV for a Petition for the voluntary annexation of a 104.738 acre (4,562,399 square feet) tract of land situated in the James Stewart Survey, Abstract No. 815, and the Erastus Yeamen Survey, Abstract No. 956, City of Lorena, McLennan County, Texas; being a portion of that certain 134.25 acre tract described in instrument to Robert S. Braswell, IV, Lisa Braswell, and Gordan Callan Braswell, in equal and undivided shares, in Document Number 2021050182 of the Official Public Records of McLennan County generally located adjacent to and south of Old Temple Road and east of I-35, and take any action necessary.

Mayor Ross explained that part of the property is already in Lorena city limits. Emily McKenzie asked about the total number of acres that will be annexed. Robert LaCroix says the petition is 104.738 acres. Jason Blane questioned if the city will need to provide any infrastructure and Neal explained.

Kelly Yarbrough asked about the other 34 acres that will not be a part of Bright Farms. There was further discussion about the total acres that will be annexed and the total number of acres that Bright Farms is purchasing.

MOTION: After further discussion a motion was made by Kelly Yarbrough to approve the resolution

for the voluntary annexation of a 104.738 acres.

SECOND: Katrina George

FOR: Blaneck, George, Yarbrough, McKenzie and Phillips.

AGAINST: None

Motion carried.

9. Discussion and possible action on appointment of EDC Director Bill Taverner to the Lorena TIRZ #1 East Board, open Seat 5, the second seat on the TIRZ Board reserved for EDC Board Members.

Mayor Ross informed council Steve Meadows has resigned from the EDC and TIRZ Board and a recommendation has been made to appoint EDC Director Bill Taverner to the Lorena TIRZ #1 East Board, open Seat 5.

MOTION: Katrina George motioned to appoint Bill Taverner to the TIRZ #1 East Board, open Seat 5.

SECOND: Kelly Yarbrough

FOR: Blaneck, George, Yarbrough, McKenzie and Phillips.

AGAINST: None

Motion carried.

10. Discussion and possible action on an ordinance providing for the sale and issuance of the City of Lorena, Texas Combination Tax and Revenue Certificates of Obligation, Series 2022; and ordaining other matters relating to the subject."

Mayor Ross explained the council cannot move forward with this item because today is a Federal Holiday and will need to be tabled to the July council meeting.

MOTION: Shane Phillips motioned to table to the July 18, 2022 council meeting.

SECOND: Emily McKenzie

FOR: Blaneck, George, Yarbrough, McKenzie and Phillips.

AGAINST: None

Motion carried.

11. Discussion and possible action authorizing the City Manager to enter into an agreement with KPA Engineering for an amount of \$767,700 for professional services related to the upcoming street improvements.

Kevin Neal explained the engineering cost and what all is included. City Engineer John Simcik spoke and said each street will be bid separately due to current inflation and this way if the city runs out of money, then it will be easier to determine which street may need to be a priority.

MOTION: Katrina George motioned to authorize the City Manager to enter into an agreement with KPA Engineering.

SECOND: Jason Blaneck

FOR: Blaneck, George, Yarbrough, McKenzie and Phillips.

AGAINST: None

Motion carried.

12. Discussion and possible action authorizing an RFP to be published in order to solicit proposals from contractors for the municipal solid waste services.

Kevin Neal explained the reason for the RFP and how it will be scored. Neal says the bids will not be awarded to the lowest bid.

MOTION: Emily McKenzie motioned to authorize an RFP to be published in order to solicit proposals from contractors for the municipal solid waste services.

SECOND: Jason Blane

FOR: Blane, George, Yarbrough, McKenzie and Phillips.

AGAINST: None

Motion carried.

13. Discussion and possible action amending Chapter 82, article VI of the City of Lorena's Code of Ordinances.

Kevin Neal explained this will bring the city into compliance with our wholesale wastewater contract.

MOTION: Katrina George motioned to amend Chapter 82, article VI of the Lorena Code of Ordinances.

SECOND: Emily McKenzie

FOR: Blane, George, Yarbrough, McKenzie and Phillips.

AGAINST: None

Motion carried.

14. Discussion and possible action adopting Resolution 2022-0620-01 establishing the designees authorized to conduct any Show Cause Hearing requested under the City of Lorena Code of Ordinances section 82-248 of Article VI of Chapter 82.

Kevin Neal explained the City of Lorena is currently in process of amending Chapter 82 of our Code of Ordinances to remain in compliance with the City of Waco's wholesale wastewater contract. If this amendment is approved then the City of Lorena would need to pass a resolution naming designee that are authorized to conduct any Show Cause Hearing requested under the newly adopted ordinance.

MOTION: Jason Blane motioned to adopt Resolution 2022-0620-01 establishing the designees authorized to conduct any Show Cause Hearing.

SECOND: Shane Phillips

FOR: Blane, George, Yarbrough, McKenzie and Phillips.

AGAINST: None

Motion carried.

15. Discussion and possible action on Resolution 2022-0620-02 to establish a uniform policy to pay or to reimburse city employees who incur expenses while traveling or attending events outside the City of Lorena for city business.

Tom Dickson explained he requested the policy to be updated to the current rates for reimbursement for meals. The last update was 2010. Monica Hendrix explained she has added the U.S. General Service Administration Per Diem Rates to the resolution to prevent the city from having to revisit the reimbursement every time the rates change.

Hendrix explained the IRS rates for mileage reimbursement had already been changed in the previous resolution/policy to whatever the current rate was at the time of the travel.

MOTION: Kelly Yarbrough motioned to approve the resolution to establish a uniform policy to reimburse city employees.

SECOND: Emily McKenzie

FOR: Blaneck, George, Yarbrough, McKenzie and Phillips.

AGAINST: None

Motion carried.

16. Discussion and possible action authorizing a certificate of deposit account at Genco Federal Credit Union and designating authorized representatives for the account.

Mayor Ross explained that Genco is the only banking facility in Lorena and we have a CD that is about to renew. The amount of the CD will be \$10,000.00. Kevin Neal explained by getting a CD/account at Genco, the city will be able to get change for petty cash when needed because you must be a member of Genco to do business there. This will prevent staff from having to go to Waco to get the change. Hendrix explained to council the authorized representatives for the other city bank accounts are Kevin Neal, Monica Hendrix, Tommy Ross and Kelly Yarbrough and these names must be stated in the motion for auditing purposes.

MOTION: Emily McKenzie moved to action authorizing a certificate of deposit account at Genco Federal Credit Union and designate Kevin Neal, Monica Hendrix, Tommy Ross and Kelly Yarbrough as authorized representatives for the account.

SECOND: Shane Phillips

FOR: Blaneck, George, Yarbrough, McKenzie and Phillips.

AGAINST: None

Motion carried.

17. Discussion and possible action on Invoice ID INUS070550 and INUS067673 in the total amount of \$19,155.83 for the purchase of 8 Tasers, holsters, batteries and other equipment from Axon Enterprises, Inc of Scottsdale, Arizona. This is a non-budgeted expenditure and will be funded by using forfeited funds from the Lorena Police Department Forfeiture account.

Tom Dickson explained this is equipment that he told council about last month that he was planning to purchase with forfeiture money. Dickson says the purchase will update the tasers and give them extended warranty. Dickson also said the department is already trained on the tasers.

MOTION: Kelly Yarbrough motioned to pay Invoice ID INUS070550 and INUS067673 in the total amount of \$19,155.83

SECOND: Shane Phillips

FOR: Blaneck, George, Yarbrough, McKenzie and Phillips.

AGAINST: None

Motion carried.

18. Discussion and possible action on Invoice 39497 in the total amount of \$8,809.46 for the purchase of 15 Single band voice pagers and other equipment from Huffman Communications of Corsicana, Texas. This is a joint purchase with the Lorena Fire Department. This is a non-budgeted expenditure and will be funded by using forfeited funds from the Lorena Police Department Forfeiture account.

Tom Dickson explained this will make the page out system go from two systems to one system. The police department is purchasing 10 pagers and the fire department is purchasing 5 pagers.

MOTION: Shane Phillips motioned to approve payment of Invoice 39497 in the amount of \$8,809.46.

SECOND: Jason Blaneck

FOR: BlaneK, George, Yarbrough, McKenzie and Phillips.

AGAINST: None

Motion carried.

19. Discussion and possible action on Resolution 2022-0620-04 authorizing the City Manager or Designee to enter into a service agreement with Vigilant Solutions of Livermore, California to provide software and hardware for an LPR system not to exceed \$25,895.00. The service contract is for 3 years in length. This is a non-budgeted expenditure and will be funded by using forfeited funds from the Lorena Police Department Forfeiture account.

Tom Dickson explained this is for a service contract for a License Plate Recognition (LPR) system. Dickson says they are using a buying COOP purchasing system for the purchase. Dickson also explained this will be a 3-year contract for service and hardware.

MOTION: Jason BlaneK motioned to approve resolution 2022-0620-04 for the purchase of the LPR system in the amount of \$25,895.00.

SECOND: Katrina George

FOR: BlaneK, George, Yarbrough, McKenzie and Phillips.

AGAINST: None

Motion carried.

20. Police Department Activity Report.

There were 328 Calls by Type, total arrest were 12 and 200 citations were issued in May 2022. Mayor Ross asked if a Burn Ban was in affect with the 4th coming up and Dickson says the County Commissioner's court will meet tomorrow and will discuss the burn ban. Dickson explained that fireworks are prohibited inside the city limits. Dickson says the possession of fireworks is also prohibited in the city limits. Mayor would like to have something printed on the water bill to remind citizens of the law. Jason BlaneK asked about only two officers writing the majority of the citations and Dickson explained.

21. City Managers report.

1. Update on Arches subdivision (approved building permits / punch list).

Neal reported 5 building permits have been issued through Bureau Veritas. Loera is still working to complete his punch list.

2. Update on Roadster Travel Center (Traffic Impact Analysis TIA).

There is still discussion on the rough proportionality of the Traffic Impact Analysis.

3. Update on Rosenthal Estates (residential development).

Civil Engineering and designing are the next step for this subdivision.

4. Update on Bright Farms (hydroponic greenhouse).

Made presentation tonight and annexation request.

5. Update on Lorena's future water needs (raw, wholesale, transmission, & storage).

Neal is constantly working on getting more water for Lorena as well as more sewer capacity for future growth. Neal explained that Lorena is the only city that contributes 100% of our sewer to the Bullhide Plant. Waco and Robinson can also contribute to Bullhide Treatment Plant but send most of their sewer to the Central Plant in Waco. All the current capacity allowed at this plant is spoken for by these three cities. Neal explained Lorena is not at capacity on what we are allowed to contribute but he will be working to get more capacity for Lorena when a future expansion of the plant happens for future growth.

6. Update on TIRZ #1 East (how potential development relates).

Neal explained that not all taxes collected from the new development located in the TIRZ will come to the city but will be split 70% TIRZ and 30% CITY.

7. Special Events policy (awaiting final comments for final draft).

Neal is waiting on final comments from Kelly Yarbrough for the special event policy. Neal will email Jason Blaneck a copy for his comments as well since he was not on council when the policy was presented.

8. City Manger's days off (June 23 – June 28).

Neal informed council he will be out of the office using vacation time.

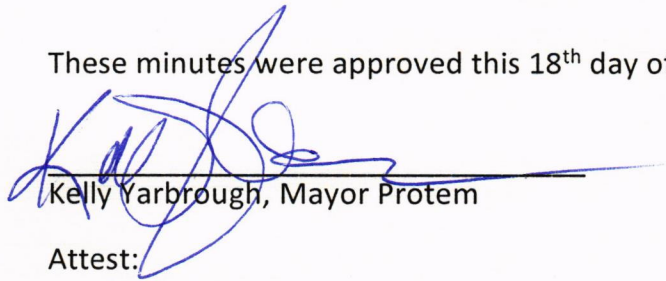
22. Future Agenda Items.

Item 10 of this agenda will be on the July agenda. Mayor Ross will not be at the July meeting. Kevin Neal would like to hold two budget workshop meetings.

23. Adjourn.

Due to no further business the meeting adjourned at 8:32 p.m.

These minutes were approved this 18th day of July 2022.


Kelly Yarbrough, Mayor Protem

Attest:


Monica Hendrix-City Secretary

