



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

NOTICE OF PUBLIC MEETING AND PUBLIC HEARINGS
LORENA CITY COUNCIL
MONDAY, AUGUST 19, 2024 6:30 P.M.
LORENA CITY HALL
107-A S. FRONTAGE ROAD, LORENA TEXAS

THE PUBLIC WILL BE ABLE TO JOIN THE MEETING BY VIDEOCONFERENCE
AT THE FOLLOWING LINK <https://meet.goto.com/821756101>
The City Council Meeting will be opened to the public.

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

MINUTES

1. Call to Order/Roll Call.

Mayor Ross called the meeting to order at 6:35 p.m. Council members present were Mayor Tommy Ross, Jason Blanek, Emily McKenzie, Katrina George and Brad Wetzel. Kelly Yarbrough was present via teleconference.

2. Pledge of Allegiance.

Mayor Ross led the Pledge of Allegiance.

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.

No visitors spoke.

4. Approval of Minutes:

- a. **July 15, 2024 Regular Meeting**
- b. **July 29, 2024 Called Meeting**

MOTION: Emily McKenzie motioned to approve the minutes of July 15th and July 29th, 2024.

SECOND: Katrina George

FOR: Jason Blanek, Katrina George, Kelly Yarbrough, Emily McKenzie and Brad Wetzel.

AGAINST: None

ABSENT: None

Motion carried 5-0.

5. Discussion and possible action to appoint the following applicants to the EDC Board of Directors:

- a. **Jake Dickson to open seat 6 term expiring October 2024**
- b. **Hobson Howell Jr. to open seat 7 term expiring October 2025**

MOTION: Emily McKenzie move to appoint Jake Dickson and Hobson Howell Jr. to seats 6 and 7 of the EDC Board of Directors with terms expiring October 2024 and October 2025.

SECOND: Brad Wetzel

FOR: Jason Blanek, Katrina George, Kelly Yarbrough, Emily McKenzie and Brad Wetzel.

AGAINST: None

ABSENT: None

Motion carried 5-0.

6. Presentaion of water and wastewater rate study by Justin Rasor of Raftelis.

Justin Rasor with Raftelis presented the water and wastewater rate study with the city council.

Rasor explained what components are looked at during a rate study and what drives the rates.

Lorena water and sewer rates and fees must fund operations and capital projects as well as maintain reserves and debt service growth. The rates also need to fund growth and ensure customer rate equity. Rasor reviewed the financial plan drivers and the utility financial plan and gave recommendations for future rates.

7. Discussion and possible action adopting Ordinance 2024-0819-01 adjusting the minimum and volumetric water and sewer rates to become effective October 1, 2024 for FY 24, 25, and 26.

MOTION: Katrina George

SECOND: Emily McKenzie

FOR: Jason Blanek, Katrina George, Kelly Yarbrough, Emily McKenzie and Brad Wetzel.

AGAINST: None

ABSENT: None

Motion carried 5-0.

8. Presentation and discussion on the proposed 2024-2025 Fiscal Year Budget.

Kevin Neal presented the FY 2025 Budget to the council and gave the following notable changes:

1. New transfer from general fund capital project fund into general fund, funded from interest on capital project fund reserves.
2. Reduction in vehicle allowance for City Manager to 10% to be in line with COLA.
3. Offsetting the 25% match of Police Department's body camera grant with forfeiture funds as opposed to utilizing capital project funds (approved by Chief Holt).
4. Increase in capital fund transfer for utility fund.
5. Increase of 0.50% of proposed sanitation rate adjustment.
6. Increasing COLA from 5% to 10%

There was a lengthy discussion about the Police Department pay and the shortage there due to the pay for officers compared to other cities. Katrina George and Emily McKenzie spoke about the crisis in the police department due to officer shortage and the possible burnout of the officers currently employed. Katrina George says a market adjustment should be made for the PD for pay. Jason Blanek spoke and feels the budget needs to looked at to see if there is money that is put back for other things that could possibly be spent for higher salaries. Brad Wetzel also spoke and gave his thoughts on the discussion. After the disucussion it was decided to hold a Budget Workshop to further discuss the budget.

9. Public Hearing:

Conduct a public hearing on the proposed 2024-2025 Fiscal Year Budget

Mayor Ross opened the public hearing at 8:15 p.m. No citizens spoke and the hearing closed at 8:16 p.m.

10. Public Hearing:

Conduct a public hearing on the proposed 2024 Tax Rate.

Mayor Ross opened the public hearing at 8:16 p.m. No citizens spoke and the hearing closed at 8:17 p.m.

11. Discussion and possible action on Budget Amendment 2024-03.

Linda Klump explained the budget amendment is as follows:

1. Amend General Fund budget for development review fees and reimbursements and for unbudgeted TIRZ administration expenses and reimbursements
2. Amend General Fund budget for unbudgeted retention and sign on bonuses, capitalized car repairs in excess of budget, and overtime in excess of budget offset by under budgeted sales tax revenue
3. Amend Forfeiture Fund budget for use of forfeiture funds for equipping budgeted vehicles
4. Amend Street Maintenance Fund budget for funding and expenses related to street maintenance project approved by Council
5. Amend General Fund Capital Project Fund for transfer to fund street maintenance project and for unbudgeted copier purchase
6. Amend Utility Capital Project Fund for trailer purchase using 2023 auction funds and for equipment for budgeted truck purchase

MOTION: Brad Wetzel motioned to approve budget amendment 2024-03.

SECOND: Jason Blanek

FOR: Jason Blanek, Katrina George, Kelly Yarbrough, Emily McKenzie and Brad Wetzel.

AGAINST: None

ABSENT: None

Motion carried 5-0.

12. Discussion and possible action approving the Tax Increment Reinvestment Zone (TIRZ) proposed Fiscal Year 2024-2025 Budget.

Kevin Neal explained this is the proposed budget by the TIRZ Board that is a part of the proposed city budget. Emily McKenzie as where the TIRZ gets their money and Neal explained.

MOTION: Jason Blanek motioned to approve the TIRZ proposed FY 2024-2025 budget.

SECOND: Emily McKenzie

FOR: Jason Blanek, Katrina George, Kelly Yarbrough, Emily McKenzie and Brad Wetzel.

AGAINST: None

ABSENT: None

Motion carried 5-0.

13. Discussion and possible action approving the Lorena Economic Development Corporation(LEDC) proposed Fiscal Year 2024-2025 budget.

Brad Wetzel explained most of the budget is carry over and added a line item for training for each member of the EDC.

MOTION: Jason Blanek motioned to approve the Lorena EDC proposed FY 2024-2025 budget.

SECOND: Katrina George

FOR: Jason Blanek, Katrina George, Kelly Yarbrough, Emily McKenzie and Brad Wetzel.

AGAINST: None

ABSENT: None

Motion carried 5-0.

14. Discussion and possible action accepting the 2022 Street Improvement Project as complete.

Kevin Neal informed council the City Engineer recommends that City Council accept the 2022 Street Improvement Project as complete with warranty dates retroactive to the dates of April 24, 2024 and July 26, 2024. Neal also explained there is a remaining balance of \$209,099.29 remaining of the bonds funds after completion of the project. Due to the great market price and interest Lorena was able to secure for our bond funds, we will have to complete an arbitrage compliance audit for the City's debt. This remaining balance will be applied to the arbitrage audit and fees. Should any funds remain after arbitrage, then those funds will be used towards an upcoming roadway project. Also attached is a summary of the 2022 street bond funds along with a brochure on arbitrage.

MOTION: Emily McKenzie

SECOND: Brad Wetzel

FOR: Jason Blanek, Katrina George, Kelly Yarbrough, Emily McKenzie and Brad Wetzel.

AGAINST: None

ABSENT: None

Motion carried 5-0.

15. Discussion and possible action adopting a city policy for certification / education Pay.

The City of Lorena currently pays for required certification training for both the Police Department and the Utility Department. The method by which these departments are compensated is not uniform between departments. The proposed policy will equally compensate all City Staff members cross the board and provide compensation for employees who hold a degree from a school of higher education.

MOTION: Brad Wetzel motion to adopt a city policy for certification/education pay.

SECOND: Jason Blanek

FOR: Jason Blanek, Katrina George, Kelly Yarbrough, Emily McKenzie and Brad Wetzel.

AGAINST: None

ABSENT: None

Motion carried 5-0.

16. Discussion and possible action awarding the City of Lorena Frontage Road water line improvements for Southern Contractors Group LLC for in the amount of \$149,439.00.

For many years, the City of Lorena has been aware of a 6-inch water main that is directly under a building. The City has remained very lucky, and this water main has not developed a need for repair beneath the building. Many different times City Staff has researched ways to fund the replacement of this water main in an effort to be proactive for its rerouting from beneath that building. A unique opportunity arose when the federal government awarded the American Rescue Plan Act (ARPA) funding to help municipalities address aging infrastructure. This project will be funded solely by federal dollars from the ARPA funding, with no City dollars spent on this project.

MOTION: Emily McKenzie motioned to award Southern Contractors Group LLC the bid for water line improvement to Lorena Frontage Road water line in the amount of \$149,439.00.

SECOND: Katrina George

FOR: Jason Blanek, Katrina George, Kelly Yarbrough, Emily McKenzie and Brad Wetzel.

AGAINST: None

ABSENT: None

Motion carried 5-0.

17. Discussion and possible action ratifying the purchase of a server for the Police Department through DDI Capital with a 36-month lease option of \$899.00 per month totaling \$32,364.00.

Due to the age and storage capacity limitations with the current Police Department server, it started having problems, but after detailed examination by Extraco Technologies, it could not be repaired.

Extraco recommended immediate replacement for compliance with state regulations for Police Departments. In accordance with the City's Purchasing Policy, the City Manager acquired a new server for the Police Department as an emergency, unbudgeted purchase. The total cost to replace the server was \$31,150.00 for

purchase or \$32,364.00 for a 36-month lease. City Staff decided to go with the lease in order to properly plan for future planned server replacement and not have an emergency situation like this in the future. At the end of our 36-month lease, the City simply turns in our current server and updates our lease for a new server. Due to the total amount of this purchase being over \$10,000.00, the City Council is required to ratify this purchase in accordance with the City's Purchasing Policy for auditing and transparency purposes.

MOTION: Katrina George motioned to ratify the purchase of a server for the Police Department through DDI Capital with a 36-month lease option of \$899.00 per month totaling \$32,364.00.

SECOND: Brad Wetzel

FOR: Jason Blanek, Katrina George, Kelly Yarbrough, Emily McKenzie and Brad Wetzel.

AGAINST: None

ABSENT: None
Motion carried 5-0.

18. Discussion and possible action on adopting ordinance number 2024-0819-02 imposing a moratorium on the connection of property outside the city limits of Lorena, Texas, which is also outside the city's certificated area to the City of Lorena's Water Supply System.

Kevin Neal explained this is an action taken every year and is for outside the city limits and outside the CCN. By doing this, it saves water for customers inside the our water service area.

MOTION: Katrina George motioned to adopt ordinance number 2024-0819-02 imposing a moratorium on the connection of property outside the city limits of Lorena, Texas, which is also outside the city's certificated area to the City of Lorena's Water Supply System.

SECOND: Jason Blanek

FOR: Jason Blanek, Katrina George, Kelly Yarbrough, Emily McKenzie and Brad Wetzel.

AGAINST: None

ABSENT: None

Motion carried 5-0.

19. Discussion and possible action on further direction for infrastructure improvements in the southern most areas of the Lorena water system.

Ginger Tolbert with KPA Engineering was here and discussed the different studies and cost to improve the infrastructure in the southern most areas of the Lorena water system. All of these options will cost over a million dollars. Mr. Neal wanted to bring this information to the council to inform them of the options to be in compliance with TCEQ. Kevin Neal will work up an average of the cost of repairs that have been made to the creek crossings and lines in this area over the past years.

20. Police Department Report.

a. July 2024 Monthly report

Calls for service in July were 146. There were 177 traffic stops in July. 7 arrest were made in July.

In reviewing the report, Emily McKenzie was concerned about the PD staff shortage and not being able to assist other agencies. McKenzie also wanted to know the impact of the Roadster on the police department. Chief Holt doesn't have those stats. Holt did say Roadster has brought about circumstances that Lorena PD is not used to.

21. City Manager Report.

No report.

22. Future Agenda Items.

Budget Workshop will be held on August 26th at 6:30 p.m.

23. Adjourn

Due to no further business the meeting adjourned at 9:17 p.m.

These minutes were approved this 21st day of October 2024.

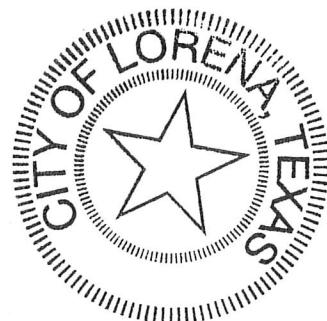


Tommy Ross, Mayor

Attest:



Monica Hendrix, City Secretary





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Lorena, Texas 76655
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NOTICE OF PUBLIC MEETING & WORKSHOP
LORENA CITY COUNCIL
MONDAY, AUGUST 26, 2024 6:30P.M.
LORENA CITY HALL
107-A S. FRONTAGE ROAD, LORENA, TEXAS

MINUTES

1. Call to Order.

Mayor Ross called the workshop to order at 6:30 p.m. Council members present were Emily McKenzie, Katrina George, Jason Blanek and Brad Wetzel. Kelly Yarbrough was present via teleconference.

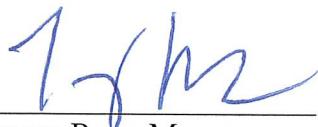
2. Workshop to discuss the proposed 2024-2025 Fiscal Year Budget.

There was discussion about the budget and when to have budget workshops in the future. Council discussed department wish list and employee pay increases.

3. Adjourn.

The budget workshop adjourned at 8:22 p.m

These minutes were approved this 21st day of October 2024.



Tommy Ross, Mayor

Attest:



Monica Hendrix, City Secretary

