

**NOTICE OF REGULAR MEETING OF THE GOVERNING BODY  
OF THE CITY OF LAMPASAS, TEXAS  
CALVERT MUNICIPAL BUILDING  
CITY COUNCIL CHAMBERS  
302 E THIRD STREET  
Monday, February 9, 2026  
5:30 p.m. Workshop/Regular Session**

*(regular session will begin immediately following workshop)*

Notice is hereby given that a regular meeting of the City Council of the City of Lampasas, Texas will be held on Monday, February 9, 2026 in the Calvert Municipal Building located at 302 E Third Street, Lampasas, Texas. The City Council of Lampasas, Texas reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed, as authorized by the Texas Government Code sections 551.071 (consultation with attorney), 551.072 (deliberations about real property), 551.073 (deliberations about gifts and donations), 551.074 (personnel matters), 551.076 (deliberations about security devices), 551.087 (economic development), and Section 551.086 (relating to the authority of public power utility governing bodies to deliberate regarding competitive matters).

**WORKSHOP SESSION**

1. Call to Order Workshop Session
2. Discussion regarding any item on the Regular Session for February 9, 2026.
3. Discussion regarding any item **not included** on the Regular Session for February 9, 2026, for consideration on a future agenda. No action can be taken by City Council.
4. Adjourn Workshop Session

**REGULAR SESSION**

**ANNOUNCEMENTS**

- A. Call to Order
- B. Invocation and Pledge of Allegiance
- C. Presentations and Proclamations
  - Proclamations:
    - Central Texas Sustainable Communities Partnership (**Page 5**)
    - Library Lovers' Month (**Page 6**)
  - Resolutions:
    - National Association of Women in Construction (**Page 7**)
    - Central Texas Water Alliance (**Pages 8-9**)
  - Community Champion Recognition:
    - Jackie Baltrun and Rexann Johnson-Morrison

1.0	PUBLIC HEARINGS/CITIZEN COMMENTS <i>3-Minute Time Limit</i>
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PAGES
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1.1	Citizen comments – Any citizen who desires to address the City Council on a matter <b>not included</b> on the Agenda may do so at this time, for possible posting and discussion by council on a future agenda. The City Council may not deliberate on items presented under this Agenda Item.	N/A
1.2	Citizen comments- Any citizen who desires to address the City Council on a matter <b>that is included</b> on the Agenda may do so at this time.	N/A
1.3	Public hearing to receive citizen comments to consider a request to rezone property being 144.996 acres out of the Daniel Stanley Survey, Abstract 0631, more specifically being the Lampasas Economic Development Corporation Business Park located on South U.S. Highway 183 from an area zoned Business Park Zone 1 “BPZ1”, Business Park Zone 2 “BPZ2” and Business Park Zone 3 “BPZ3” to Business Park Zone 3 “BPZ3”.	11-13

2.0	<b>CONSENT AGENDA</b>	<b>PAGES</b>
2.1	Discussion and possible action regarding approval of minutes of the Regular Meeting held on February 2, 2026.	15-19
2.2	Discussion and possible action regarding approval of minutes of the Special Meeting held on February 3, 2026.	20
2.3	Discussion and possible action regarding the second reading of an Ordinance amending Appendix A of the City code (Fee Schedule), concerning fees for Chapter 54: Parks and Recreation (Hostess House Rental Fees), providing for a repeal of conflicting ordinances; providing for repeal a severability clause; and providing an effective date.	21-23

3.0	<b>BOARDS/DEPARTMENT REPORTS</b>	<b>PAGES</b>
3.1	1. City Manager’s Operational Report	25
3.2	Upcoming Special Events/Meetings: <ul style="list-style-type: none"> <li>• February 13, 2026 – Deadline for filing a place on the May 2, 2026 Ballot</li> <li>• February 16, 2026 – All City offices are closed for Presidents Day</li> </ul>	N/A

4.0	<b>NEW BUSINESS</b>	<b>PAGES</b>
4.1	Discussion and possible action regarding request from 2Q Ranch Productions for HOT Funds for the Ranch Versatility Shows and Buckle Series in the amount of \$10,000.00.	27-34
4.2	Discussion and possible action regarding request from TFWC The ’36 Club for HOT Funds for the Lampasas County Fair in the amount of \$1,000.00.	35-42
4.3	Discuss and consider the selection of winner of the City’s website photo contest entry.	43-46
4.4	Discussion and possible action concerning approval of a new 5-year lease agreement between Holt Caterpillar Financial and the City of Lampasas for a new 2026 420XE Caterpillar backhoe and a new 2026 308CR Caterpillar excavator for the amount of \$4,417.94 per month/ \$53,015.28 annually.	47
4.5	Discussion and possible action regarding the first reading of an Ordinance amending the Lampasas Code of Ordinances, regarding a request to request to rezone property being 144.996 acres out of the Daniel Stanley Survey, Abstract 0631, more specifically being the Lampasas Economic Development Corporation Business Park located on South U.S. Highway 183 from an area zoned Business Park Zone 1	49-51

	"BPZ1", Business Park Zone 2 "BPZ2" and Business Park Zone 3 "BPZ3" to Business Park Zone 3 "BPZ3"..	
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Adjourn into Executive Session

<b>EXECUTIVE SESSION</b>
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The City Council of the City of Lampasas, Texas will meet in closed Executive Session pursuant to the Texas Government Code, Chapter 551, as follows:

5.1	Section 551.087 (economic development)- (1) to receive and evaluate financial information received from a business, to discuss same, and/or to deliberate regarding commercial or financial information that the City has received from a business that the City seeks to have locate, stay, or expand in or near the city, with which the City is conducting economic development negotiations; and/or (2) to deliberate an offer of any financial or other incentives to any business prospect described above.  - Project Sweet Dreams
5.2	Section 551.072 (deliberations about real property)- Deliberation concerning the potential purchase, exchange, lease, acquisition, sale and/or value of real property.  - Lampasas Trucking and Redi-Mix: 1550 N Highway US 281
5.3	Section 551.074 (personnel matters), to deliberate the appointment, employment, evaluation, reassignment, duties, or discipline of a public officer or employee; City Manager and other personnel matters as allowed by Texas Government Code, Chapter 551, et seq.
5.4	Adjourn Executive Session and Reconvene Regular Session

<b>REGULAR SESSION</b>
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6.0	ACTION ON EXECUTIVE SESSION
6.1	Discussion and possible action concerning items posted and/or items posted by Council for Council's Consideration in Executive Session

**Adjourn**

I, Kayleigh Stanley, City Secretary of the City of Lampasas, Texas, do hereby certify that this Notice of Meeting was posted on the bulletin board/front window of City Hall, 312 East Third Street, Lampasas, Texas, at a place readily accessible to the general public at all times, on the 4<sup>th</sup> day of February 2026 at 4:40PM

Kayleigh Stanley  
 Kayleigh Stanley, City Secretary

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# SUSTAINABILITY PROCLAMATION

**WHEREAS, the month of April marks a number of events celebrating environmental sustainability including Earth Day, Monarch Fest, Art in the Park, Month of the Military Child, One Community One Day, Volunteer Park Cleanup Day, Stream Cleanup, Porch & Planet Festival, and the Don't Mess with Texas Trash-Off;**

**WHEREAS, the Cen-Tex Sustainable Communities Partnership works to promote beautification, conservation, pollution prevention, and recycling through youth and community initiatives and virtual outreach that educates and engages individuals to be good stewards of the environment;**

**WHEREAS, the 2026 theme of sustainable development emphasizes an objective, beneficial, and far-sighted approach to decision-making at all levels and encourages strong economic performance, as well as equal access to resources for this and future generations;**

**WHEREAS, the citizens, businesses, institutions, and communities within the Partnership region are committed to environmental preservation and sustainability in its own practices and encourages the others to do the same; and**

**NOW, THEREFORE WE, the Cen-Tex Sustainable Communities Partnership, do hereby proclaim April 2026, as**

## SUSTAINABLE ENVIRONMENT MONTH

**in the Central Texas region.  
DATED this 26th day of March 2026**



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**Mark R. McClellan**  
Colonel, U.S. Army  
Commanding

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**Debbie Nash-King**  
Mayor of Killeen

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**Dan D. Yancey**  
Mayor of Copperas Cove

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**Michael Blomquist**  
Mayor of Harker Heights

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**Gary Chumley**  
Mayor of Gatesville

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**David K. Leigh**  
Mayor of Belton

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**Andy Williams**  
Mayor of Nolanville

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**Herb Pearce**  
Mayor of Lampasas

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**Zach Hurst**  
Mayor Pro Tem of Village of Salado





## Library Lovers' Month Proclamation

***WHEREAS**, libraries enable individuals to make informed decisions about their self-governance by promoting unrestricted access to information and by serving as community centers for lifelong learning;*

***WHEREAS**, in a world undergoing constant change, libraries provide enduring connections to the past and future of our communities, nations and civilizations;*

***WHEREAS**, the expansion of electronic networks linking libraries and their resources makes possible better and more easily accessible information for library users around the world;*

***WHEREAS**, libraries provide entry to important research about health, economics, housing, the environment and countless other areas to support better living conditions and to help people lead longer, more productive and fulfilling lives;*

***WHEREAS**, libraries support a competitive workforce with basic literacy programs, computers and other resources to help children and adults learn to find, evaluate and use information they need for their jobs, health, education and other needs;*

***WHEREAS**, many libraries offer preschool story time and summer reading programs to encourage children to begin a habit of reading that will serve to benefit their personal and professional lives; and*

***WHEREAS**, over 14 million people in the State of Texas and over 6,200 residents in the County of Lampasas have library cards.*

***THEREFORE**, be it resolved that I, Herb Pearce, Mayor of Lampasas, proclaim February 2026 as Library Lovers' Month in Lampasas and urge everyone to visit libraries and thank a librarian for making this unique and wonderful institution possible.*

***IN WITNESS WHEREOF**, I have herewith set my hand and caused the Seal of the City of Lampasas, Texas to be affixed this 9<sup>th</sup> day of February, 2026.*

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Herb Pearce, Mayor



**RESOLUTION NO.**

**A RESOLUTION HONORING CENTRAL TEXAS WOMEN IN CONSTRUCTION**

**WHEREAS**, the National Association of Women in Construction (NAWIC) Austin Chapter #7 has distinguished itself for sixty-eight (68) years as the voice of women in construction in Central Texas, with the City of Austin at its center; and

**WHEREAS**, the work accomplished by NAWIC Austin Chapter #7 has significantly benefited community development initiatives and educational programs throughout the region; and

**WHEREAS**, NAWIC Austin Chapter #7 has unceasingly promoted the employment, professional growth, and advancement of women within the construction industry; and

**WHEREAS**, the construction community represented by NAWIC Austin Chapter #7 has been a driving force in fostering community development through renovation and beautification projects, the promotion of skilled trades careers, and the advancement of a positive vision for the future;

***NOW, THEREFORE, BE IT RESOLVED*** by the City Council of Lampasas, Texas that:

*The City hereby declares **March 2 – March 7, 2026 as NAWIC WIC Week.** This resolution shall take effect immediately upon its passage.*

Passed and Adopted by Council on this 9<sup>TH</sup> day of **February, 2026**

CITY OF LAMPASAS, TEXAS

\_\_\_\_\_  
Herb Pearce, Mayor

ATTEST

\_\_\_\_\_  
Kayleigh Stanley, City Secretary

**RESOLUTION NO.**

**A RESOLUTION AUTHORIZING MEMBERSHIP IN THE CENTRAL TEXAS WATER ALLIANCE AND APPROVAL TO EXECUTE NECESSARY MEMBERSHIP DOCUMENTS**

**WHEREAS**, [Entity Name] (the “Entity”) is a political subdivision of the State of Texas / local governmental entity authorized to plan for and provide water, wastewater, and/or related infrastructure services to its constituents; and

**WHEREAS**, the Central Texas Water Alliance (“CTWA”) is a regional cooperative entity formed to facilitate coordination, planning, and strategic collaboration among participating entities to address regional water supply, infrastructure, and funding needs; and

**WHEREAS**, membership in CTWA will allow the Entity to participate in regional planning efforts, information sharing, and collaborative evaluation of infrastructure and funding opportunities that may benefit the Entity and the region; and

**WHEREAS**, membership in CTWA does not obligate the Entity to fund, construct, or participate in any specific project unless expressly approved by the Entity through separate future action; and

**WHEREAS**, Chapter 791 of the Texas Government Code (the Interlocal Cooperation Act) authorizes local governmental entities to contract and cooperate with one another to perform governmental functions and services, including planning, coordination, and advisory activities related to water resources and infrastructure; and

**WHEREAS**, the governing body of the Entity has determined that participation in CTWA is in the best interest of the Entity and its customers/constituents;

***NOW, THEREFORE, BE IT RESOLVED*** by the City Council of Lampasas, Texas that:

***1. Approval of Membership***

The [Governing Body Name] hereby approves the Entity’s membership in the Central Texas Water Alliance, subject to the terms and conditions of CTWA’s governing documents.

**2. Designation of Authorized Representative**

The [Title, e.g., General Manager / City Manager / Executive Director] is hereby authorized and directed to act as the Entity’s representative to CTWA, including participation in meetings and coordination activities.

**3. Authorization to Execute Documents**

The [Title] is authorized to execute any non-financial membership agreements, participation agreements, or related documents necessary to effectuate the Entity’s membership in CTWA, provided such documents are consistent with this Resolution.

**4. No Financial Commitment Without Further Approval**

This Resolution does not authorize the expenditure of funds, commitment to capital projects, or assumption of debt. Any financial participation or project commitment shall require separate approval by the [Governing Body Name] in accordance with applicable law.

**5. Interlocal Cooperation Authority**

The [Governing Body Name] finds that participation in the Central Texas Water Alliance is authorized under the Interlocal Cooperation Act, Chapter 791, Texas Government Code, and constitutes a governmental purpose of the Entity. Any interlocal agreement entered into pursuant to this authority shall be subject to applicable law and separate approval as required.

**6. Effective Date**

This Resolution shall take effect immediately upon adoption.

Passed and Adopted by Council on this 9<sup>TH</sup> day of **February, 2026**

CITY OF LAMPASAS, TEXAS

\_\_\_\_\_  
Herb Pearce, Mayor

ATTEST

\_\_\_\_\_  
Kayleigh Stanley, City Secretary

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**BUSINESS FOR THE CITY COUNCIL  
OF THE  
CITY OF LAMPASAS**

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**Subject:**

Public hearing to receive citizen comments regarding a request to rezone property being 144.996 acres out of the Daniel Stanley Survey, Abstract 0631, more specifically being the Lampasas Economic Development Corporation Business Park located on South U.S. Highway 183 from an area zoned Business Park Zone 1 “BPZ1”, Business Park Zone 2 “BPZ2” and Business Park Zone 3 “BPZ3” to Business Park Zone 3 “BPZ3”.

Requested By: Kayleigh Stanley, City Secretary

Submitted by: Kayleigh Stanley, City Secretary

Date Submitted: November 24, 2025

For the Agenda of: December 8, 2025

**Procurement and Funding Statement:**

N/A

Attachments: Staff Report

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**Summary Statement:**

Lampasas Economic Development Corporation, property owner is asking the Commission to consider approval, denial, or approval with modification(s) a request to rezone property from Business Park Zone 1 “BPZ1”, Business Park Zone 2 “BPZ2” and Business Park Zone 3 “BPZ3” to Business Park 3 “BPZ3”.

The area is characterized as employment mixed use.

All notifications and publications, as required by Ordinance and Statute, have been made. Staff mailed eighteen (18) notices to property owners within 200 feet of the applicant’s property, as of the date of this report no letters in favor or in opposition have been received.

This request was heard by the Planning Commission at the December 4, 2025.

**Recommendation:**

Discussion only.

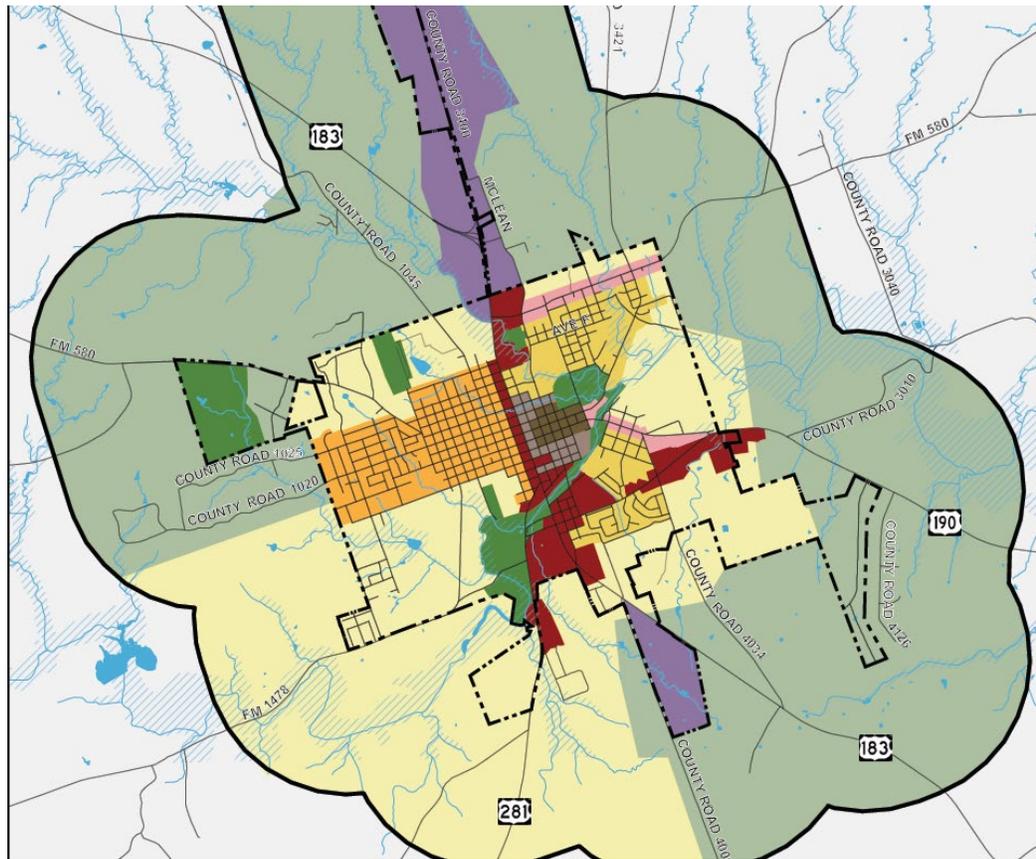
**City of Lampasas  
Staff Report (Business Park)  
Planning and Zoning Board**

**Subject Property**      The property is described as 144.996 acres out of the Daniel Stanley Survey, Abstract 0631, more specifically being the Lampasas Economic Development Corporation Business Park located on South U.S. Highway 183, Lampasas Texas Lampasas County.

**Summary**                Lampasas Economic Development Corporation, property owner is asking the Commission to consider approval, denial, or approval with modification(s) a request to rezone property from Business Park Zone 1 “BPZ1”, Business Park Zone 2 “BPZ2” and Business Park Zone 3 “BPZ3” to Business Park 3 “BPZ3”.

**Characteristics**        The area is characterized as employment mixed use.





**LEGEND**

Parks and Open Space	Suburban Mixed-Use	Watercourses	Lampasas ETJ
Rural Estate	Corridor Commercial	Water Bodies	Roads
Suburban Residential	Employment Mixed-Use	Floodzone	Non-Lampasas Areas
Traditional Residential	Downtown Transitional	Lampasas City Limits	
Urban Residential	Downtown Core		

Note: A comprehensive plan shall not constitute zoning regulations or establish zoning district boundaries.

**Notification**

All notifications and publications, as required by Ordinance and Statute, have been made. Staff mailed eighteen (18) notices to property owners within 200 feet of the applicant’s property, as of the date of this report no letters in favor or in opposition have been received.

**Attachments**

Plat, Map and Pictures

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**MINUTES OF REGULAR CALLED MEETING OF THE GOVERNING BODY  
OF THE CITY OF LAMPASAS, TEXAS  
CALVERT MUNICIPAL BUILDING  
CITY COUNCIL CHAMBERS  
302 E THIRD STREET  
Monday, February 2, 2026  
5:30 p.m. Workshop/Regular Session**

The City Council of the City of Lampasas met in Regular Session on the above date and time with Mayor Pearce presiding.

**Council Members Present:**

Eric Hernandez  
Davis Keele  
Dorothy Person  
Charlie Pratus  
Mayor Pro Tem Kuehne  
Edward Gold

**City Staff Present:**

Erin Harrison, Interim City Manager  
Kayleigh Stanley, City Secretary  
Monica Wright, IT Director  
Bailey Carter, Recreation Specialist  
Jody Cummings, Police Chief  
Stephen Sewell, Public Works Director  
Van Sims, Water/Wastewater Superintendent  
Micah Harry, Electric Superintendent  
Carlos Garcia, Streets Superintendent  
Robyn White, Public Works Secretary  
Lupe Charping, Parks Secretary  
John Moffett, Electric Department

**Council Members Absent:**

N/A

**Kempner Water Supply Present:**

Bruce Sorenson  
Joe Spoon  
Brandon Butts  
Ric Dominowski  
Stella Clements

**JOINT WORKSHOP**

I. Call to Order Joint Workshop

*Mayor Pearce called the meeting to order at 5:31 p.m.*

II. Discussion with Kempner Water Supply Corporation.

*Kempner Water Supply General Manager, Bruce Sorenson, presented the Council with a brief description of the history of the agreement with the City of Lampasas and Kempner Water Supply. In which, he included the current struggles they are experiencing with infrastructure improvement costs and the base rate they are needing to charge their customers in order to supplement the cost of the water the City of Lampasas is not contractually obligated to pay but is receiving.*

*Kempner Water Supply covers 400 square miles with 6,000 connections.*

*Kempner Water Supply would like Lampasas to entertain an amendment to the existing 2006 Wholesale Contract. Amendments to the contract would assist in solving ongoing litigations, hiring office staff, operation and maintenance in the existing plants. In addition, they are currently remodeling their plant to increase storage by one million gallons. Future projects to be considered will be the 195 to Ivy Mountain line replacement. Estimated to be a total of \$9 Million. This would be a cost share with the City of Lampasas.*

III. Adjourn Joint Workshop Session

*Council member Hernandez made a motion to adjourn at 6:39 p.m., the motion was seconded by Council member Pratus and with a unanimous vote, the motion carried.*

**WORKSHOP SESSION**

1. Call to Order Workshop Session

*Mayor Pearce called the Workshop Session to order at 6:50pm.*

2. Discussion regarding the Lampasas County Chamber of Commerce and Visitor Center Quarterly Report (Q1).

*Melissa Unger, Chamber President, presented Council with the Q1 report from the Chamber of Commerce and Visitor Center. The Visitor Center received a total of 1,191 visitors in Q1. Use of HOT funds, approved during budget workshops, is a total of \$14,504.47 for this quarter.*

**3. Discussion regarding Appendix A Fee Schedule changes for the Hostess House and Rental Contract.**

*City Secretary, Kayleigh Stanley, presented an updated Fee Schedule after amending the Fee Schedule discussed at the January 12, 2026 Council Meeting. An increase of \$50 per fee and the weekend rental to \$2,000. Mayor Pro Tem Kuehne mentioned that she would still like to see the floors individually rented. Staff expressed concern for this with vandalism.*

**4. Discussion regarding any item on the Regular Session for February 2, 2026.**

*N/A*

**5. Discussion regarding any item **not included** on the Regular Session for February 2, 2026, for consideration on a future agenda. No action can be taken by City Council.**

*Council member Person discussed her appreciation for all the supporting entities during the recent freeze we experienced. She would also like to mention that there is a new transit service coming to town and would potentially like for it to be a future agenda item discussion.*

**6. Adjourn Workshop Session**

*Council member Keele made a motion to adjourn Workshop at 7:01pm, the motion was seconded by Council member Hernandez and with a unanimous vote, the motion carried.*

<b>REGULAR SESSION</b>
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**A. Call to Order**

*Mayor Pearce called the Regular Session to order at 5:58 p.m.*

**B. Presentations and Proclamations**

- Mayor Pearce announced City Employee of the Year is Kayleigh Stanley
- Resolution Proclaiming March 2026 Night Sky Awareness Month

*Martha Noell would like to invite everyone to attend the Stars at Night Star Party.*

- Service Recognition:
  - a. Ricky Haynie – Golf Course – 10 Years

1.1	Citizen comments- Any citizen who desires to address the City Council on a matter <b>that is not included</b> on the agenda may do so at this time.
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*Deorald Finney approached the board to encourage the Council to attend the upcoming EDC meeting on Wednesday, February 11 at 5:30. They will be having a presentation from marketing professionals and would recommend that everyone attend.*

1.2	Citizen comments- Any citizen who desires to address the City Council on a matter <b>that is included</b> on the agenda may do so at this time.
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*N/A*

2.0	<b>CONSENT AGENDA</b>
2.1	Discussion and possible action regarding approval of minutes of the Regular Meeting held on January 12, 2026.
2.2	Discussion and possible action regarding the second reading of an Ordinance amending Chapter 78 (“Traffic and Vehicles”), by amending Article III (“Stop, Standing and Parking”), Section 78-223 of the City’s Code of Ordinances titled (“Parking Time Limit

	Generally; Exception”) Regulating the parking of vehicles on public streets; providing a repealer clause, a severability clause; and providing an effective date.
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Council member Hernandez moved to approve the consent agenda, the motion was seconded by Council member Pratus and with a unanimous vote, the motion carried.

3.0	<b>BOARDS/DEPARTMENT REPORTS</b>
3.1	Public Works Annual Report for Electric, Streets, Water/Wastewater

**WATER/WASTEWATER DEPARTMENT PROJECTS 2025**

- 620’ water line for TxDOT Cemetery Creek bridge project
- Installed fire line and domestic water lines for Hostess House project
- Installed 560’ of 2” water line in Brown St.
- 350’ water loop on W Ave A (Walnut to Broad)
- 360’ water loop on Broad St (8<sup>th</sup> St.- 9<sup>th</sup> St.)
- 350’ 4” water main installation on E 1<sup>st</sup> St. (Live Oak St.-Western Ave.)
- Hwy 281 Waterline Relocation
- Relocated Cemetery meter from private property and installed new backflow
- Ongoing GIS Data Collection of Water/Wastewater System



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**ELECTRIC DEPARTMENT PROJECTS 2025**

- Turner Field Lighting
- Pole Inspection/Replacement
- Tree Trimming
- Assisting I.T. Department with Camera Installation
- Hwy 190 W (13) pole relocation for Hwy widening
- Reroute 3-phase for Pecan St.
- Walmart Transformer relocate
- Installed and removed Christmas light at Court House and WM Brook Park Entrance



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## STREET DEPARTMENT PROJECTS 2025

- Assisted TxDOT in E 3<sup>rd</sup> St. Bridge reconstruction.
- 2<sup>nd</sup> St. Rebuild Inspection
- Western Ave. culvert replacement inspection
- Brush Chipping– 25 tons
- Old Austin Rd. repair
- W 1<sup>st</sup> St. leveling.



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4.0	<b>NEW BUSINESS</b>
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4.1	Discussion and possible action concerning approval of the Contract for Election Services between Lampasas County, Texas and the City of Lampasas, Texas, for the May 2, 2026 General Election.
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*Mayor Pro Tem Kuehne made a motion to approve the Contract for Election Services between Lampasas County, Texas and the City of Lampasas, Texas, for the May 2, 2026 General Election, the motion was seconded by Council member Hernandez and with a unanimous vote, the motion carried.*

4.2	Discussion and possible action regarding the first reading of an Ordinance amending Appendix A of the City code (Fee Schedule), concerning fees for Chapter 54: Parks and Recreation (Hostess House Rental Fees), providing for a repeal of conflicting ordinances; providing for repeal a severability clause; and providing an effective date.
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*Council member Hernandez made a motion to approve the first reading of an Ordinance amending Appendix A of the City code (Fee Schedule), concerning fees for Chapter 54: Parks and Recreation (Hostess House Rental Fees), providing for a repeal of conflicting ordinances; providing for repeal a severability clause; and providing an effective date, the motion was seconded by Council member Person and with a unanimous vote, the motion carried.*

4.3	Discussion and possible action regarding lease agreement renewal with Quadient and a new IX-5 Mailing System.
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*Mayor Pro Tem Kuehne made a motion to approve a lease agreement renewal with Quadient and a new IX-5 Mailing System, the motion was seconded by Council member Keele and with a unanimous vote, the motion carried.*

4.4	Discussion and possible action regarding the awarding of a bid from Texas Multi-Chem in the amount of \$49,620.00 for repairs to the Turner Field Complex caused during the July flooding.
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*Council member Hernandez made a motion to award the bid from Texas Multi-Chem in the amount of \$49,620.00 for repairs to the Turner Field Complex caused during the July flooding, the motion was seconded by Council member Gold and with a unanimous vote, the motion carried.*

### **Adjourn into Executive Session**

*Council member Hernandez made a motion to adjourn into Executive Session at 7:43pm, the motion was seconded by Council member Pratus and with a unanimous vote, the motion carried.*

*Kayleigh Stanley and Erin Harrison entered Executive Session at this time.*

*Deorald Finney and Mike Gill entered Executive Session at 7:50pm.*

*Mike Gill left Executive Session at 8:20pm.*

*Deorald Finney left Executive Session at 9:00pm.*

*Kayleigh Stanley left Executive Session at 9:11pm.*

**EXECUTIVE SESSION**

The City Council of the City of Lampasas, Texas will meet in closed Executive Session pursuant to the Texas Government Code, Chapter 551, as follows:

5.1	Section 551.087 (economic development)- (1) to receive and evaluate financial information received from a business, to discuss same, and/or to deliberate regarding commercial or financial information that the City has received from a business that the City seeks to have locate, stay, or expand in or near the city, with which the City is conducting economic development negotiations; and/or (2) to deliberate an offer of any financial or other incentives to any business prospect described above.  - Project Sweet Dreams
5.2	Section 551.072 (deliberations about real property)- Deliberation concerning the potential purchase, exchange, lease, acquisition, sale and/or value of real property.  - Lampasas Trucking and Redi-Mix: 1550 N Highway US 281 - Sixth Street between Avenue J and Avenue I
5.3	Section 551.074 (personnel matters), to deliberate the appointment, employment, evaluation, reassignment, duties, or discipline of a public officer or employee; City Manager and other personnel matters as allowed by Texas Government Code, Chapter 551, et seq.
5.4	Adjourn Executive Session and Reconvene Regular Session

*Council member Hernandez made a motion to adjourn Executive Session and Reconvene Regular Session at 9:16pm, the motion was seconded by Council member Pratus and with a unanimous vote, the motion carried.*

**REGULAR SESSION**

6.0	<b>ACTION ON EXECUTIVE SESSION</b>
6.1	Discussion and possible action concerning items posted and/or items posted by Council for Council's Consideration in Executive Session

*Council member Gold made a motion stating in accordance with the notice given by the City Manager on January 23, 2026, to Lampasas Trucking and Redi-Mix, due to the company's unfortunate inability to comply with the terms of their 2014 lease to purchase agreement with the City of Lampasas and the 2014 Lampasas Economic Development Corporation, I move to terminate both the lease to purchase agreement and economic development agreement with Lampasas Trucking and Redi-Mix located at 1550 N US Highway 281 and direct the City Manager to seek damages and reimbursements for the provided economic development incentives, professional fees and remediation expenses associated with the project located at said address. Additionally, the property must be vacated by the lessee by March 23, 2026 at 5:00pm, the motion was seconded by Council member Pratus and with a unanimous vote, the motion carried.*

*Council member Keele made a motion to remove 'acting' from Erin Harrison's Finance Director title and allow staff to execute all documents to appoint Harrison as the Finance Director, the motion was seconded by Council member Hernandez and with a unanimous vote, the motion carried.*

**Adjourn**

*Council member Pratus moved to adjourn at 8:42pm. The motion was seconded by Council member Gold and with a unanimous vote, the motion carried.*

PASSED AND APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

\_\_\_\_\_  
Herb Pearce, Mayor

ATTEST

\_\_\_\_\_  
Kayleigh Stanley, City Secretary

**MINUTES OF SPECIAL CALLED MEETING OF THE GOVERNING BODY  
OF THE CITY OF LAMPASAS, TEXAS  
CALVERT MUNICIPAL BUILDING  
CITY COUNCIL CHAMBERS  
302 E THIRD STREET  
Tuesday, February 3, 2026  
1:00 p.m. Special Session**

The City Council of the City of Lampasas met in a Special Called Meeting on the above date and time with Mayor Pearce presiding

**Council Members Present:**

Dorothy Person  
Eric Hernandez  
Edward Gold  
Davis Keele  
Mayor Pro Tem Kuehne  
Charlie Pratus

**City Staff Present:**

Kayleigh Stanley, City Secretary  
Erin Harrison, Finance Director/Acting City Manager

**Council Members Absent:**

NA

**SPECIAL SESSION  
1:00 P.M.**

1. Call to order Special Session

*Mayor Pearce called the special meeting to order at 1:01 p.m.*

2. Adjourn in to Executive Session

*Council member Pratus moved to adjourn at 1:01 p.m. the motion was seconded by Mayor Pro Tem Kuehne and with a unanimous vote, the motion carried.*

*Erin Harrison entered Executive Session at this time.*

*Applicant, James King entered Executive Session at 1:04 p.m. and exited at 2:04 p.m.*

*Applicant, Andy Wolfe entered Executive Session virtually at 2:10 p.m. and exited at 2:32 p.m.*

*Applicant, Joseph Pace entered Executive Session at 3:00 p.m. and exited at 3:45 p.m.*

*Applicant, James King re-entered Executive Session at 3:50 p.m. and exited at 4:30 p.m.*

**EXECUTIVE SESSION**

The City Council of the City of Lampasas, Texas will meet in closed Executive Session pursuant to the Texas Government Code, Chapter 551, as follows:

- Section 551.074 (personnel matters), to deliberate the appointment, employment, evaluation, reassignment, duties, or discipline of a public officer or employee; City Manager and other personnel matters as allowed by Texas Government Code, Chapter 551

*Council adjourned Executive Session and reconvened special session at 4:30 p.m.*

**SPECIAL SESSION**

Action on Executive Session Items

- I. Discussion and possible action concerning items posted and discussed by Council in Executive Session

*No action coming out of Executive Session*

- II. Adjourn Special Session

*Council member Hernandez moved to adjourn at 4:30 p.m., the motion was seconded by Mayor Pro Tem Kuehne and with a unanimous vote, the motion carried.*

PASSED AND APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

\_\_\_\_\_  
Herb Pearce, Mayor

ATTEST

\_\_\_\_\_  
Kayleigh Stanley, City Secretary

**BUSINESS FOR THE CITY COUNCIL  
OF THE  
CITY OF LAMPASAS**

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**Subject:**

Discussion and possible action regarding the second reading of an Ordinance amending Appendix A of the City code (Fee Schedule), concerning fees for Chapter 54: Parks and Recreation (Hostess House Rental Fees), providing for a repeal of conflicting ordinances; providing for repeal a severability clause; and providing an effective date.

Requested By: Kayleigh Stanley, City Secretary

Submitted by: Kayleigh Stanley, City Secretary

Date Submitted: January 20, 2026 For the Agenda of: February 9, 2026

**Procurement and Funding Statement:**

N/A

Attachments: Ordinance

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**Summary Statement:**

This is the second reading of the Ordinance to adopt amendments to the fee schedule in reference to Hostess House fees, which was discussed during workshop on January 12, 2026 and February 2, 2026.

**Recommendation:**

To consider a motion to approve the second reading of an Ordinance amending Appendix A of the City code (Fee Schedule), concerning fees for Chapter 54: Parks and Recreation (Hostess House Rental Fees), providing for a repeal of conflicting ordinances; providing for repeal a severability clause; and providing an effective date.

**AN ORDINANCE AMENDING APPENDIX A OF THE CITY CODE (FEE SCHEDULE), CONCERNING FEES FOR CHAPTER 54 (PARKS AND RECREATION), HOSTESS HOUSE RENTAL FEES, ALL OF WHICH ARE FURTHER DETAILED ON *EXHIBIT "A"* OF THIS ORDINANCE; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Lampasas is a Home Rule municipality incorporated and authorized by the State of Texas and operating pursuant to its Home Rule Charter, Its Code of Ordinances, and State Statutes; and

**WHEREAS**, the City Council of the City of Lampasas is legally empowered to regulate fees charged to customers of its municipal system; and

**WHEREAS**, after evaluation and careful consideration of the City's Fees, related to Chapter 54 (Parks and Recreation): Hostess House Rental Fees all of which are fully detailed on the attached Exhibit "A" of this Ordinance. The City Council of the City of Lampasas has identified a need to revise its fees to maintain a fiscally sound enterprise fund and for the wellbeing of the citizens of Lampasas.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL FOR THE CITY OF LAMPASAS, TEXAS, AS FOLLOWS:**

**SECTION I.** That the matters and facts recited in the preamble hereof are hereby found and determined to be true and correct and are incorporated herein.

**SECTION II.** The Fee Appendix of the City of Lampasas Code of Ordinances is hereby amended to add/revise each of the fees noted and approved herein, as detailed on the table set forth in Exhibit "A", attached hereto and incorporated herein in its entirety.

**SECTION III.** The Fee Appendix, as amended by this Ordinance shall apply to all users within the City's municipal/corporate limits and its extraterritorial jurisdiction, including residents and their guests, and tourists and visitors accessing and using City Facilities, as appropriate.

**SECTION IV. CONFLICTING ORDINANCES.** All ordinances, orders and resolutions heretofore passed and adopted by the City Council of the City of Lampasas, Texas are hereby repealed to the extent said ordinances, orders or resolutions, or parts thereof, are in conflict herewith.

**SECTION V. PROVIDING FOR SEVERABILITY.** If any section, article, paragraph, sentence, clause, phrase or word in this Ordinance or the application of same is held invalid or unconstitutional by a court of competent jurisdiction, such holding shall not affect the validity of the remaining portions of this Ordinance and the City Council hereby declares it would have passed such remaining portions of this Ordinance despite such invalidity, which remaining portions shall remain in full force and effect.

**SECTION VI. EFFECTIVE DATE.** This Ordinance shall become effective on the later of: (1) the date of its passage on Second Reading by the City Council, or (2) the date following its passage by Council and the publication of its caption, in the *Lampasas Dispatch*, as required by State Law and/or the City's Home Rule Charter.

**READ and ACKNOWLEDGED on its First Reading on the \_\_\_\_ of \_\_\_\_\_, 2026.**

**PASSED and ADOPTED on this its Second Reading on the \_\_\_\_ day of \_\_\_\_\_ 2026.**

**CITY OF LAMPASAS, TEXAS**

\_\_\_\_\_  
Herb Pearce, Mayor

**ATTEST:**

\_\_\_\_\_  
Kayleigh Stanley, City Secretary

Approved as to Form:  
Jo-Christy Brown, City Attorney  
(Signature of Attorney Provided on Separate Page, to be Attached)

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To: Mayor and Council

From: Erin Harrison

Re: Manager's Report

Date: February 9, 2026

**LCRA Steps Fwd** LCRA and city crews will be participating in the annual LCRA Steps Forward day on Friday, April 10<sup>th</sup>. This year's project will focus on a clean up of WM Brook Park. We welcome any volunteers that would like to assist in the clean up and more details will be posted as the event date nears.

**FY25 Audit** Auditors have been on site at City Hall to complete the fieldwork component of the FY 2025 municipal audit and all appears to be on track for a March delivery of audit documents for council review.

**Municipal Court** Municipal Court is beginning their annual warrant resolution program on February 9<sup>th</sup>.

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**BUSINESS FOR THE CITY COUNCIL  
OF THE  
CITY OF LAMPASAS**

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**Subject:**

Discussion and possible action regarding request from 2Q Ranch Productions for HOT Funds for the Ranch Versatility Shows and Buckle Series in the amount of \$10,000.00

Requested By: Melanie Vague

Submitted By: Kayleigh Stanley, City Secretary

Date Submitted: February 2, 2026

For the Agenda of: February 9, 2026

**Procurement and Funding Statement:**

Funds are available in HOT Fund 40 in the City of Lampasas Budget FY 2025/2026. The proposed use is an eligible expense per Chapter 351, Texas Tax Code.

Attachments: HOT Fund Request Form

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**Summary Statement:**

The attached request is eligible for HOT funding. The event has never been funded by the City of Lampasas HOT Funds. Melanie Vague and Alexandra McStay will be in attendance to review the request with Council.

The event will be hosted at Bar 17 Arena on:  
February 14, 2026  
September 25, 2026  
October 17, 2026  
December 5, 2026

**Recommendation:**

Motion to approve HOT funding request of \$10,000.00 to 2Q Productions for HOT Funds for the Ranch Versatility Shows and Buckle Series.

## HOTEL OCCUPANCY TAX USE GUIDELINES UNDER TEXAS STATE LAW AND FUNDING APPLICATION FORM

State Law: By law of the State of Texas, the City of Lampasas collects a Hotel Occupancy Tax (HOT) from hotels, motels, and bed & breakfasts and inns. Per Chapter 351, Texas Tax Code, there is a two-part test that every expenditure must pass to be valid.

- A. The expenditure must directly enhance and promote tourism the convention and hotel industry.
- B. The expenditure must clearly fit into one of the seven statutory categories for expenditure of local hotel occupancy tax revenues:
  - 1. Convention Centers and Visitor Information Centers
  - 2. Registration of Convention Delegates,
  - 3. Advertising, Solicitations and Promotions that Directly Promote Tourism and the Hotel and Convention Industry,
  - 4. Promotions of the Arts that Directly Promote Tourism and the Hotel and Convention Industry
  - 5. Historical Restoration and Preservation Activities that Directly Promote Tourism and the Hotel and Convention Industry
  - 6. Sporting Event Expenses that Substantially Increase Economic Activity at Hotels
  - 7. Enhancement and upgrading of existing sport facilities or fields

**City Policy:** The City of Lampasas accepts applications from groups, businesses and organizations whose program fits into one or more of the above categories. All requests for funds should be submitted in writing accompanied by the official application at least 60 days prior to the event or request for funds. The application will be reviewed by the Lampasas City Council at the earliest possible regularly scheduled meeting. The applicant may be asked to be present at the meeting to answer any questions regarding the application. Applicants will be notified one week prior to the meeting of the time and place for the review. The Lampasas City Council will make the final decision regarding any requests for Hotel Occupancy expenditures.

**Eligibility and Priority for Hotel Tax Funds:** Priority will be given to those events and entities based on their ability to generate overnight visitors to Lampasas. If an event will not generate any meaningful hotel night activity, it is not eligible for receipt

of hotel occupancy tax funds. Events can prove this potential to generate overnight visitors by:

1. *historic information on the number of room nights used during previous years of the same events;*
2. *current information on the size of a room block that has been reserved at area hotels to accommodate anticipated overnight guests attending the event requesting hotel tax funds;*
3. *historical information on the number of guests at hotel or other lodging facilities that attended the funded event or facility; and/or*
4. *examples of marketing of the activity, event, or facilities that are likely to generate encourage overnight visitors to local lodging properties.*

**Use of Local Vendors:** The City of Lampasas encourages all event organizers to patronize local businesses for food, supplies, materials, printing, etc.

**Use of Revenues from Event:** A portion of the revenues from any event and/or project receiving any type of funding assistance from the HOT funds should be channeled back into the future costs of operating that same event or the continued operation of the project.

**Supplemental Information Required with Application:**

- Proposed Marketing Plan for Funded Event
- Schedule of activities, events or facility programs relating to the request

***Funded Projects or Events will be required to submit a Post Event Report with invoices for reimbursement within 60 days of the conclusion of the event.***

Submit to: Kayleigh Stanley, City Secretary  
312 E. Third Street  
Lampasas, TX 76550  
[kstanley@cityoflampasas.com](mailto:kstanley@cityoflampasas.com)  
Phone: 512-556-6831

Application

**Organization Information**

Today's Date: 01/26/2026

Name of Organization: 2Q Ranch Productions

Address: 10149 FM 2657 City, State, Zip: Kempner, TX 76539

Contact Name: Melanie Vague & Alexandra McStay

Contact Phone Number: (512) 797-9391 or (512) 944-5393

Web Site Address for Event or Sponsoring Entity

<https://2Qranchshows.wixsite.com/home>

Is your organization: Non-Profit No Private/For Profit: Yes

Tax ID # 32103537171 Entity's Creation Date: 12/23/2025

Purpose of your organization: 2Q Ranch Productions organizes professionally managed Ranch Versatility schooling shows and educational equestrian events. These events are designed to attract competitors and spectators from outside Lampasas County, generating overnight stays, dining, and tourism activity in Lampasas.

Name of Event, Project or Facility Ranch Versatility Shows and Buckle Series

Date of Event or Project : 02/14/26, 09/25/26, 10/17/26, 12/05/26

Primary Location of Event or Project: Bar 17 Arena, Lampasas, TX

Amount Requested: \$10,000 for the year

How will the funds be used?:

Requested Hotel Occupancy Tax (HOT) funds will be used exclusively for eligible tourism-related expenses that directly promote overnight visitation to Lampasas in connection with the 2Q Ranch Productions Ranch Versatility Show Series.

Specifically, HOT funds will be used for:

Advertising and promotion targeted to out-of-town competitors, families, and spectators, including digital advertising, social media campaigns, and regional equestrian marketing platforms.

Marketing materials that promote Lampasas lodging, dining, and local businesses, including event websites, registration platforms, and printed materials.

Partial reimbursement of judges, announcers and clinicians whose participation attracts competitors traveling from outside Lampasas County and encourages overnight stays

Primary Purpose of Funded Activity/Facility:

The primary purpose of this project is to promote tourism and increase hotel occupancy in Lampasas by hosting equestrian sporting events that bring overnight visitors into the city.

### **Percentage of Hotel Tax Support of Related Costs**

~25% Note Percentage of Total **Event Costs** Covered by Hotel Occupancy Tax

0% Note Percentage of Total **Facility Costs** Covered by Hotel Occupancy Tax

0% Note Percentage of **Staff Costs** Covered by Hotel Occupancy Tax

If staff costs are covered, estimate percentage of time staff spends annually on the funded event(s) compared to other activities \_\_\_\_\_

### **Check Which Categories Apply to Funding Request and Amount Requested Under Each Category:**

1. \_\_\_\_\_ **Convention Center or Visitor Information Center:** construction, improvement, equipping, repairing, operation and maintenance of convention center facilities or visitor information centers, or both.
2. \_\_\_\_\_ **Registration of Convention Delegates:** furnishing of facilities, personnel, and materials for the registration of convention delegates or registrant;
3. \$4,000 **Advertising, Solicitations, Promotional** programs to attract tourists and convention delegates or registrants to the municipality or its vicinity.

4.                      **Promotion of the Arts that Directly Enhance Tourism and the Hotel & Convention Industry:** encouragement, promotion, improvement, and application of the arts, including instrumental and vocal music, dance, drama, folk art, creative writing, architecture, design and allied fields, painting, sculpture photography, graphic and craft arts, motion picture, radio, television, tape and sound recording, and other arts related to the presentation, performance, execution, and exhibition of these major art forms;
  
5.                      **Historical restoration and preservation projects or activities or advertising and conducting solicitation** and promotional programs to encourage tourists and convention delegates to visit preserved historic sites or museums;
6. \$6,000 **Expenses including promotional expenses**, directly related to a sporting event in which the majority of participants are tourists who substantially increase economic activity at hotels and motels within the city or its vicinity.

**Sporting Related Event Funding:**

- If the event is a sporting related function/facility: How many individuals are expected to participate? 60-70+ riders per event
- If the event is a sporting related function/facility: How many of the participants are expected to be from another city or county? 98%
- If the event is a sporting related function/facility: Quantify how the funded activity will substantially increase economic activity at hotel and motels within the city or its vicinity? The majority of competitors travel from outside Lampasas County and require overnight lodging due to early start times and multi-day participation. An estimated 40–60 overnight visitors attend each event, staying an average of 1–2 nights. Multiple Lampasas hotels have rooms booked for these events, and hotel discount codes are promoted through event registration and marketing materials. HOT-funded advertising and event expenses directly increase hotel occupancy and visitor spending in Lampasas.

**Questions for All Funding Requests:**

How many years have you held this Event or Project; or how many years have you been operating the qualified facility: This will be the event’s first year

Expected Attendance: 150+

How many people attending the Event or Project will use Lampasas hotels, motels or bed & breakfast? Expected 20-50

How many nights will they stay? 1-2 nights

Do you reserve a room block for this event at an area hotel and if so, for how many rooms and at which hotels? Multiple Lampasas hotels currently have rooms booked for these events including The Lodge at Bar 17, Best Western and Quality Inn. Discount codes and lodging information are provided to competitors and spectators through event registration and the 2Q Ranch Productions website.

Do your promotional materials and website note area lodging facilities that can host participants? Yes (please attach copy if available)

Have you negotiated a lodging rate at any hotels for participants of your event? Yes, Best Western is providing a 15% discount and Quality Inn is providing a 5% discount.

Please list other years (over the last three years) that you have hosted your Event or Project with amount of assistance given from HOT and the number of hotel rooms used:

City	Month/Year	Assistance Amount	Number of Rooms Used
<i>Lampasas</i>	<i>2026</i>	<i>\$</i>	<i>All</i>

How will you measure the impact of your event on area hotel activity? Hotel impact will be measured through: Competitor registration data (home city/state), Hotel discount code usage, Post-event surveys, Feedback from lodging partners

Please list other organizations, government entities and grants that have offered financial support to your project: Bluebonnet Feeds, Tractor Supply, Flying D Roofing, Lewis Equine, LLC., Rocking I Show Pads, Tractor Supply

Please check all promotion efforts your organization is coordinating and the amount financially committed to each media outlet:

Paid Advertising \$4000 Newspaper \_\_\_\_\_ Radio \_\_\_\_\_ TV \_\_\_\_\_

Press Releases to Media \_\_\_\_\_ Direct Mailing to out-of-town recipients \_\_\_\_\_

Other \_\_\_\_\_

What areas does your advertising and promotion reach: Central Texas, Austin Metro Area, Hill Country, North Texas, Waco, San Antonio, and surrounding counties including advertising to Oklahoma, Louisiana, and Arkansas.

What number of individuals will your proposed marketing reach that are located in another city or county? 1,000+

**If a permanent facility (e.g. museum, visitor center)**

Expected Attendance Monthly/Annually: \_\_\_\_\_

Please note percentage of those in attendance that are staying at Area Hotels/Lodging Facilities: \_\_\_\_\_



City Manager

ITEM NO. 4.2

**BUSINESS FOR THE CITY COUNCIL  
OF THE  
CITY OF LAMPASAS**

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**Subject:**

Discussion and possible action regarding request from TFWC The '36 Club for HOT Funds for the Lampasas County Fair in the amount of \$1,000.00

Requested By: Juli Chaney, TFWC The '36 Club President

Submitted By: Kayleigh Stanley, City Secretary

Date Submitted: February 2, 2026

For the Agenda of: February 9, 2026

**Procurement and Funding Statement:**

Funds are available in HOT Fund 40 in the City of Lampasas Budget FY 2025/2026. The proposed use is an eligible expense per Chapter 351, Texas Tax Code.

Attachments: HOT Fund Request Form

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**Summary Statement:**

The attached request is eligible for HOT funding. The event has not been funded by the City of Lampasas HOT Funds. Juli Chaney will be in attendance to review the request with Council.

The event will be hosted at First Presbyterian Church Fellowship Hall on July 8-10, 2026

**Recommendation:**

Motion to approve HOT funding request of \$1,000.00 to TFWC The '36 Club for HOT Funds for the Ranch Versatility Shows and Buckle Series.

## HOTEL OCCUPANCY TAX USE GUIDELINES UNDER TEXAS STATE LAW AND FUNDING APPLICATION FORM

State Law: By law of the State of Texas, the City of Lampasas collects a Hotel Occupancy Tax (HOT) from hotels, motels, and bed & breakfasts and inns. Per Chapter 351, Texas Tax Code, there is a two-part test that every expenditure must pass to be valid.

- A. The expenditure must directly enhance and promote tourism the convention and hotel industry.
- B. The expenditure must clearly fit into one of the seven statutory categories for expenditure of local hotel occupancy tax revenues:
  - 1. Convention Centers and Visitor Information Centers
  - 2. Registration of Convention Delegates,
  - 3. Advertising, Solicitations and Promotions that Directly Promote Tourism and the Hotel and Convention Industry,
  - 4. Promotions of the Arts that Directly Promote Tourism and the Hotel and Convention Industry
  - 5. Historical Restoration and Preservation Activities that Directly Promote Tourism and the Hotel and Convention Industry
  - 6. Sporting Event Expenses that Substantially Increase Economic Activity at Hotels
  - 7. Enhancement and upgrading of existing sport facilities or fields

**City Policy:** The City of Lampasas accepts applications from groups, businesses and organizations whose program fits into one or more of the above categories. All requests for funds should be submitted in writing accompanied by the official application at least 60 days prior to the event or request for funds. The application will be reviewed by the Lampasas City Council at the earliest possible regularly scheduled meeting. The applicant may be asked to be present at the meeting to answer any questions regarding the application. Applicants will be notified one week prior to the meeting of the time and place for the review. The Lampasas City Council will make the final decision regarding any requests for Hotel Occupancy expenditures.

**Eligibility and Priority for Hotel Tax Funds:** Priority will be given to those events and entities based on their ability to generate overnight visitors to Lampasas. If an event will not generate any meaningful hotel night activity, it is not eligible for receipt

of hotel occupancy tax funds. Events can prove this potential to generate overnight visitors by:

1. *historic information on the number of room nights used during previous years of the same events;*
2. *current information on the size of a room block that has been reserved at area hotels to accommodate anticipated overnight guests attending the event requesting hotel tax funds;*
3. *historical information on the number of guests at hotel or other lodging facilities that attended the funded event or facility; and/or*
4. *examples of marketing of the activity, event, or facilities that are likely to generate encourage overnight visitors to local lodging properties.*

**Use of Local Vendors:** The City of Lampasas encourages all event organizers to patronize local businesses for food, supplies, materials, printing, etc.

**Use of Revenues from Event:** A portion of the revenues from any event and/or project receiving any type of funding assistance from the HOT funds should be channeled back into the future costs of operating that same event or the continued operation of the project.

**Supplemental Information Required with Application:**

- Proposed Marketing Plan for Funded Event
- Schedule of activities, events or facility programs relating to the request

***Funded Projects or Events will be required to submit a Post Event Report with invoices for reimbursement within 60 days of the conclusion of the event.***

Submit to: Kayleigh Stanley, City Secretary  
312 E. Third Street  
Lampasas, TX 76550  
[kstanley@cityoflampasas.com](mailto:kstanley@cityoflampasas.com)  
Phone: 512-556-6831

Application

**Organization Information**

Today's Date: January 12, 2026

Name of Organization: TFWC The '36 Club

Address: c/o Juli Chaney, 1959 County Road 1025 City, State, Zip: Lampasas, TX 76550

Contact Name: Juli Chaney, President

Contact Phone Number: 512-734-1798

Web Site Address for Event or Sponsoring Entity

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Is your organization: Non-Profit xx Private/For Profit \_\_\_\_\_

Tax ID # 746084323 Entity's Creation Date: 1936

Purpose of your organization:

The purpose of The '36 Club is to enhance the lives of others in our community through volunteer service, focusing on areas like the arts, education, natural resources, and civic involvement. We work locally to support women, children, and families, advocating for issues like food insecurity and domestic violence while fostering peace and understanding through community projects.

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Name of Event, Project or Facility The Lampasas County Fair

Date of Event or Project: July 8 – 10, 2026 (during Spring Ho)

Primary Location of Event or Project: First Presbyterian Church Fellowship Hall, 401 S. Chestnut, Lampasas, TX

Amount Requested: \$1000

How will the funds be used?

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Primary Purpose of Funded Activity/Facility:

The Lampasas County Fair, an annual competitive event held during Spring Ho, encourages agricultural and domestic producers to share their handmade and homemade art, crafts, textiles, canned and baked goods, and horticulture with the public.

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**Percentage of Hotel Tax Support of Related Costs**

40% \_\_\_ Note Percentage of Total **Event Costs** Covered by Hotel Occupancy Tax

\_\_\_0\_\_\_ Note Percentage of Total **Facility Costs** Covered by Hotel Occupancy Tax

\_\_\_0\_\_\_ Note Percentage of **Staff Costs** Covered by Hotel Occupancy Tax

If staff costs are covered, estimate percentage of time staff spends annually on the funded event(s) compared to other activities N/A

**Check Which Categories Apply to Funding Request and Amount Requested Under Each Category:**

1. \_\_\_\_\_ **Convention Center or Visitor Information Center:** construction, improvement, equipping, repairing, operation and maintenance of convention center facilities or visitor information centers, or both.
  
2. \_\_\_\_\_ **Registration of Convention Delegates:** furnishing of facilities, personnel, and materials for the registration of convention delegates or registrant;
  
3.   X   **Advertising, Solicitations, Promotional** programs to attract tourists and convention delegates or registrants to the municipality or its vicinity.

4.   X   **Promotion of the Arts that Directly Enhance Tourism and the Hotel & Convention Industry:** encouragement, promotion, improvement, and application of the arts, including instrumental and vocal music, dance, drama, folk art, creative writing, architecture, design and allied fields, painting, sculpture photography, graphic and craft arts, motion picture, radio, television, tape and sound recording, and other arts related to the presentation, performance, execution, and exhibition of these major art forms;
  
5. \_\_\_\_\_ **Historical restoration and preservation projects or activities or advertising and conducting solicitation** and promotional programs to encourage tourists and convention delegates to visit preserved historic sites or museums;
6. \_\_\_\_\_ **Expenses including promotional expenses**, directly related to a sporting event in which the majority of participants are tourists who substantially increase economic activity at hotels and motels within the city or its vicinity.

**Sporting Related Event Funding:**

- If the event is a sporting related function/facility: How many individuals are expected to participate? \_\_\_\_\_
- If the event is a sporting related function/facility: How many of the participants are expected to be from another city or county? \_\_\_\_\_
- If the event is a sporting related function/facility: Quantify how the funded activity will substantially increase economic activity at hotel and motels within the city or its vicinity? \_\_\_\_\_

**Questions for All Funding Requests:**

How many years have you held this Event or Project; or how many years have you been operating the qualified facility:   5   years \_\_\_\_\_

Expected Attendance:   500   people \_\_\_\_\_

How many people attending the Event or Project will use Lampasas hotels, motels or bed & breakfast?   10%   estimated \_\_\_\_\_

How many nights will they stay?   1 - 2   \_\_\_\_\_

Do you reserve a room block for this event at an area hotel and if so, for how many rooms and at which hotels? No

Do your promotional materials and website note area lodging facilities that can host participants? \_\_\_\_ (please attach copy if available)

Have you negotiated a lodging rate at any hotels for participants of your event? No

Please list other years (over the last three years) that you have hosted your Event or Project with amount of assistance given from HOT and the number of hotel rooms used:

City	Month/Year	Assistance Amount	Number of Rooms Used
<i>Lampasas</i>	<i>2026</i>	<i>\$</i>	<i>All</i>

How will you measure the impact of your event on area hotel activity?

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Please list other organizations, government entities and grants that have offered financial support to your project: Local businesses, including Hoffpauir, Travel Gal (Robin England), Udderly Creative, Always Here Properties (Danielle Tucker Shepard), Pampered Chef Independent Consultant (Amy McDaniel), Edward Jones Investments, Lampasas River Bees, Mike Scott Construction, San Miguel Law Office (Jo Ann San Miguel), Lovely Lasses of Lampasas (Red Hat Society), CWS Services

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Please check all promotion efforts your organization is coordinating and the amount financially committed to each media outlet:

Paid Advertising XX Newspaper \$940 Radio \$60 TV \_\_\_\_\_

Press Releases to Media \_\_\_\_\_ Direct Mailing to out-of-town recipients \_\_\_\_\_

Other    Provide Visitor Center, Museum, and Chamber with flyers.

What areas does your advertising and promotion reach: \_Lampasas and surrounding counties\_\_\_\_\_

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What number of individuals will your proposed marketing reach that are located in another city or county? \_\_\_\_\_

**If a permanent facility (e.g. museum, visitor center)**

Expected Attendance Monthly/Annually: N/A

Please note percentage of those in attendance that are staying at Area Hotels/Lodging Facilities: N/A

City Manager

ITEM NO. 4.3

**BUSINESS FOR THE CITY COUNCIL  
OF THE  
CITY OF LAMPASAS**

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**Subject:**

Discuss and consider the selection of winner of the City's website photo contest entry.

Requested By: Monica Wright, Director of Information Systems

Submitted By: Monica Wright, Director of Information Systems

Date Submitted: February 2, 2026

For the Agenda of: February 9, 2026

**Procurement and Funding Statement:**

N/A

Attachments: January Photo Entries

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**Summary Statement:**

The City of Lampasas has engaged the Community to submit photos taken within the City Limits to be considered as a winner of a unique City of Lampasas gift for more than 15 years. This is an opportunity for citizens to capture various City buildings, beautiful landscaping, community events, or historical places to highlight our small town with lots of charm. One photo entry per person per month. The monthly winner is chosen by the City Council of the City of Lampasas each month. We look forward to the entries each month and spotlight their photos on the City's website and City Facebook page. For the month of January, we received three entries.

Photo contest rules can be found on the City's website:

<https://www.lampasas.org/245/Photo-Contest>

Photo contest gallery of photos can be found on the City's website:

<https://www.lampasas.org/gallery.aspx?AID=5>

**Recommendation:**

To consider a motion to select one of the entries as this month's winner.

## Entry 1

**Brian Vaughan**

[txlandandlots@gmail.com](mailto:txlandandlots@gmail.com)

“Flooded Pavilion” was taken at W.M. Brook Park in Lampasas, TX.



## Entry 2

Candice Morua

[Candicemarieg30.cg@gmail.com](mailto:Candicemarieg30.cg@gmail.com)

“Our Hometown, Frozen in Time” was taken at the Lampasas Courthouse in Lampasas, TX.



## Entry 3

Scott Sterba Sr.  
[sterba70@gmail.com](mailto:sterba70@gmail.com)

“Lamparas History Restored” was taken at the intersection of S. Western and E. 2<sup>nd</sup> Street in Lamparas, TX.



**BUSINESS FOR THE CITY COUNCIL  
OF THE  
CITY OF LAMPASAS**

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**Subject:**

Discussion and possible action concerning approval of a new 5-year lease agreement between Holt Caterpillar Financial and the City of Lampasas for a new 2026 420XE Caterpillar backhoe and a new 2026 308CR Caterpillar excavator for the amount of \$4,417.94 per month/ \$53,015.28 annually.

Requested By: Van Sims Water & Wastewater Operations Manager

Submitted By: Stephen Sewell, Director of Public Works

Date Submitted: February 2, 2026      For the Agenda of: February 9<sup>th</sup>, 2026

**Procurement and Funding Statement:**

Funding will be split evenly between GL accounts 82-520-5376 and 82-530-5376

Attachment: Lease Agreement Documents

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**Summary Statement:**

The water department is requesting Council approve the lease agreement with Holt Cat Financial for the lease of two new pieces of equipment; a 2026 Caterpillar 420XE backhoe and a 2026 Caterpillar 308CR excavator in the amount of \$4,417.94 per month, current lease payment is \$3,578.00. At the end of the 5-year lease, the City has the option of purchasing the equipment for the remaining balance of the lease, or return the equipment and negotiate a new lease agreement on newer equipment.

The City and Holt Cat Financial are concluding its current 5-year lease agreement. The department would like to exercise its option to return the 2021 Cat 308CR excavator and purchase the 2021 Cat 420XE backhoe. Cat Financial has offered \$75,750 in trade value for the 2021 308CR excavator which will cover the balloon payment of \$41,280 for the 308 excavator and the purchase price/balloon payment of the 420 backhoe of \$34,320 with a remaining credit to the city of \$150.

**Recommendation:**

The water department requests Council approve the 5-year lease agreement with Holt Cat Financial for the lease of a 2026 Caterpillar 420XE backhoe and a 2026 Caterpillar 308CR excavator for \$4,417.94 per month/\$53,015.28 annually, and accept Cat Financials offer of \$75,750 trade value and approve the transaction to trade the 2021 excavator and purchase the 2021 backhoe.

Motion to approve the new 5-year lease agreement and trade transaction with Holt Caterpillar Financial, and authorize the City Manager to execute related documents.

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**City Manager**

**ITEM NO. \_\_\_\_\_**

**BUSINESS FOR THE CITY COUNCIL  
OF THE  
CITY OF LAMPASAS**

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**Subject:**

Discussion and possible action regarding the first reading of an Ordinance amending the Lampasas Code of Ordinances, regarding a request to rezone property being 144.996 acres out of the Daniel Stanley Survey, Abstract 0631, more specifically being the Lampasas Economic Development Corporation Business Park located on South U.S. Highway 183 from an area zoned Business Park Zone 1 “BPZ1”, Business Park Zone 2 “BPZ2” and Business Park Zone 3 “BPZ3” to Business Park Zone 3 “BPZ3”.

Requested By: Kayleigh Stanley, City Secretary

Submitted by: Kayleigh Stanley, City Secretary

Date Submitted: February 4, 2026

For the Agenda of: February 9, 2026

**Procurement and Funding Statement:**

N/A

Attachments: Ordinance

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**Summary Statement:**

First reading of the Ordinance.

**Recommendation:**

Motion to approve the first reading of an Ordinance amending the Lampasas Code of Ordinances, regarding a request to rezone property being 144.996 acres out of the Daniel Stanley Survey, Abstract 0631, more specifically being the Lampasas Economic Development Corporation Business Park located on South U.S. Highway 183 from an area zoned Business Park Zone 1 “BPZ1”, Business Park Zone 2 “BPZ2” and Business Park Zone 3 “BPZ3” to Business Park Zone 3 “BPZ3”.

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE GRANTING A REQUEST TO ZONE PROPERTY, AND ORDERING A CHANGE TO ORDINANCE NO. 878 AND THE ACCOMPANYING CITY OF LAMPASAS OFFICIAL ZONING MAP, AS AMENDED, TO CHANGE THE ZONING CLASSIFICATION FROM BUSINESS PARK ZONE 1 “BPZ1”, BUSINESS PARK ZONE 2 “BPZ2” AND BUSINESS PARK ZONE 3 “BPZ3” TO BUSINESS PARK ZONE 3 “BPZ3” FOR THE LAMPASAS ECONOMIC DEVELOPMENT CORPORATION BUSINESS PARK DESCRIBED AS 144.996 ACRES, ABSTRACT 0631, DANIEL STANLEY SURVEY, COMMONLY KNOWN AS SOUTH US HIGHWAY 183 LAMPASAS, TEXAS LAMPASAS COUNTY. DETAILING RESTRICTIONS RELATED THERETO; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

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*WHEREAS*, Lampasas Economic Development Corporation (owner) is asking the City of Lampasas Planning and Zoning Commission and City Council to consider zoning 144.996 acres out of the Daniel Stanley Survey, Abstract 0631, more specifically being the Lampasas Economic Development Corporation Business Park located on South U.S. Highway 183 from an area zoned Business Park Zone 1 “BPZ1”, Business Park Zone 2 “BPZ2” and Business Park Zone 3 “BPZ3” to Business Park Zone 3 “BPZ3” as follows:

- Lot 1- 7.526 acres – BP3-High Intensity
- Lot 2- 3.703 acres- BP3-High Intensity
- Lot 3- 9.762 acres- BP3-High Intensity
- Lot 4- 98.813 acres - BP3-High Intensity
- Lot 5- 25.192 acres - BP3-High Intensity

*WHEREAS*, pursuant to Section 10 of the City’s Zoning Ordinance, notice of the request to change the zoning classification on said property was given to all property owners located within two hundred feet (200’) of the property; and

*WHEREAS*, pursuant to Section 10 of the Zoning Ordinance of the City of Lampasas, Texas, public notice has been given, and a public hearing was held on February 5, 2026 by the Planning & Zoning Commission regarding the request for zoning classification by the Applicant; and

*WHEREAS*, pursuant to Section 10 of the Zoning Ordinance of the City of Lampasas, Texas, public notice has been given, and a public hearing was held on February 9, 2026 by the City Council regarding the request to provide a zoning distinction to the Lampasas Economic Development Business Park by the Applicant; and

*WHEREAS*, the City Council finds that it is in the public interest to approve the request to rezone the property from Business Park Zones 1,2 & 3 to Business Park Zone 3 as follows:

- Lot 1- 7.526 acres – BP3-High Intensity
- Lot 2- 3.703 acres- BP3-High Intensity
- Lot 3- 9.762 acres- BP3-High Intensity
- Lot 4- 98.813 acres - BP3-High Intensity
- Lot 5- 25.192 acres - BP3-High Intensity

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LAMPASAS, TEXAS:**

Part 1: That the zoning distinction requested by Lampasas Economic Development Corporation (owner) for property described as 144.996 acres out of the Daniel Stanley Survey, Abstract 0631, more specifically being the Lampasas Economic Development Corporation Business Park located on South U.S. Highway 183 from an area zoned Business Park Zone 1 “BPZ1”, Business Park Zone 2 “BPZ2” and Business Park Zone 3 “BPZ3” to Business Park Zone 3 “BPZ3” as described is hereby approved.

Part 2: The City’s staff shall take actions necessary to reflect this revision in City documentation, including a change to the City’s Zoning map.

Part 3: This Ordinance shall take effect upon the date of final passage noted below, or when all applicable publication requirements, if any, are satisfied in accordance with the City’s Charter, Code of Ordinances, and the laws of State of Texas.

PASSED AND APPROVED THE FIRST READING ON THE 9TH DAY OF FEBRUARY 2026

PASSED AND ADOPTED ON THE SECOND READING ON THE 23RD DAY OF FEBRUARY 2026.

APPROVED:

ATTEST:

\_\_\_\_\_  
Herb Pearce, Mayor

\_\_\_\_\_  
Kayleigh Stanley, City Secretary

APPROVED AS TO FORM:

Jo-Christy Brown, City Attorney  
[Signature of Attorney Provided on Separate Page, to be Attached]

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