

**NOTICE OF REGULAR MEETING OF THE GOVERNING BODY
OF THE CITY OF LAMPASAS, TEXAS
CITY COUNCIL CHAMBERS
302 E THIRD STREET
Monday, February 10, 2020
5:30 p.m. Workshop Session
6:00 p.m. Regular Session**

Notice is hereby given that a regular meeting of the City Council of the City of Lampasas, Texas will be held on Monday, February 10, 2020 in the City Council Chambers 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
5:30 p.m.**

1. Call to order Workshop Session
2. Discussion and updates regarding 2020 City Council Work Plan *(pgs.5-6)*
3. Discussion regarding Citizen Collection Station recycling, promotion and hours of operation *(pgs. 7-8)*
4. Discussion and updates regarding Cooper Spring Trail Grant *(pgs. 9-12)*
5. Discussion regarding Outdoor Burning regulated by Texas Commission on Environmental Quality (TCEQ) *(pgs. 13-24)*
6. Discussion regarding Library Park Project and utilization of Guthrie Funds. *(pgs. 25-30)*
7. Discussion regarding any item on the regular agenda
8. Adjourn Workshop Session

**REGULAR SESSION
6:00 p.m.**

ANNOUNCEMENTS

- A. Call to Order
- B. Invocation and Pledge of Allegiance
- C. Presentations and Proclamations
- D. Community Champion

	PUBLIC HEARINGS/CITIZEN COMMENTS	PAGES
1.1	Citizen comments – Any citizen who desires to address the City Council on a matter not included on the Agenda may do so at this time. 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 that is included on the Agenda may do so at this time.	N/A

2.0	MINUTES	PAGES
2.1	Discussion and possible action concerning approval of minutes of the Regular Meeting on January 27, 2020	31-40

3.0	CONSENT AGENDA	PAGES
3.1	Discussion and possible action regarding purchases and charges in excess of \$4,000 from January 1, 2020 to January 31, 2020	41-46
3.2	Discussion and possible action regarding the Monthly Investment Report for December 2019	47-68
3.3	Discussion and possible action concerning the second reading of an Ordinance calling for a General Election to elect the expired terms of Council members Places Three, Four and Five for the City Council of the City of Lampasas, Texas to be held on the 2 nd of May, 2020; providing for polling times and places; providing for early voting; and providing for bilingual election materials.	69-72

4.0	BOARDS/DEPARTMENT REPORTS	N/A
4.1		

5.0	ROUTINE MATTERS	PAGES
5.1	City Manager's Operational Report <ul style="list-style-type: none"> • CTWSC • Depository • CIP • TxDOT • Planning Commission • Business park • CPAC • Summer Prep • BRA Meeting 	73-76
5.2	MAYOR'S COMMENTS	N/A

6.0	UNFINISHED BUSINESS	N/A

7.0	NEW BUSINESS	PAGES
7.1	Submission of the 2019 Lampasas Police Department Racial Profile Report	77-88

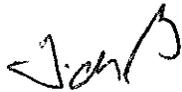
7.2	Discussion and possible action regarding renewal of Access and Use Agreement between City of Lampasas Rodeo Arena and the Lampasas Riding Club	89-94
7.3	Discussion and possible action regarding renewal of sanitation contract between City of Lampasas and Waste Connections	95-96
7.4	Discussion and possible action regarding approval of quote to install 626 Neptune water meters by Core and Main in an amount not to exceed \$25,666.00	97-108
7.5	Discussion and possible action regarding selection of website photo contest winner	109-110
7.6	Discussion and approval of request regarding the annual Special Events for the City of Lampasas during 2020.	111-114
7.7	Discussion and possible action regarding use of Guthrie Funds for Library Park Project.	115-116
7.8	Discussion and possible action regarding approval, denial or approval with modifications the preliminary plat of Hillside Acres.	117-118

Adjourn

I, Becky Sims, Assistant 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 7th day of February 2020 at 1:45pm

Becky Sims
Becky Sims, Assistant City Secretary

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City Manager

ITEM NO. WORKSHOP-2

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

Subject:

Discussion and updates regarding 2020 City Council Work Plan

Requested By: Finley deGraffenried, City Manager

Submitted By: Finley deGraffenried, City Manager

Date Submitted: February 5, 2020

For the Agenda of: February 10, 2020

Procurement and Funding Statement:

Attachments:

Summary Statement:

Council is asked to provide input on development of the 2020 Work Plan. Previously Council reviewed and provided input to the Scope of Services Survey and will now to be asked to review the 2019 Plan for tasks and projects to be included in the 2020 Work Plan.

Recommendation:

Discussion Only

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City ManagerITEM NO. WORKSHOP-3

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

Subject:

Discussion regarding Citizen Collection Station recycling, promotion and hours of operation

Requested By: Rickie Roy, Public Works Director

Submitted By: Rickie Roy, Public Works Director

Date Submitted: February 6, 2020

For the Agenda of: February 10, 2020

Procurement and Funding Statement:

Attachments:

Summary Statement:

Ms. Janet Crozier voiced her concerns to Council at the January 27, 2020 Council Meeting regarding the need to not only promote the recycling center but to extend the hours of operation. This item has been placed on the workshop agenda to address Ms. Crozier's concerns and possible solutions. Staff has reviewed the operations of the recycling center and would recommend opening the Citizen Collections Station an hour earlier each day. The center is currently open Wednesday-Friday from 10:00-3:00 p.m. and Saturday 9:00-12:00 p.m. Staff would like to propose opening the center Wednesday-Friday at 9:00 am and Saturday at 8:00 a.m. which would provide citizens more opportunity to utilize the facility. Staff will seek promotional information from Waste Connections on what has worked for them and any recommendations they may have to increase usage. Staff seeks comments from Council on Community Education and hours of operation.

Recommendation:

Discussion and direction only

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City Manager

ITEM NO. WORKSHOP-4

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

Subject:

Discussion and updates regarding Cooper Spring Trail Grant

Requested By: Finley deGraffenried, City Manager

Submitted By: Finley deGraffenried, City Manager

Date Submitted: February 5, 2020

For the Agenda of: February 10, 2020

Procurement and Funding Statement:

Attachments:

Summary Statement:

This item is placed on workshop agenda to discuss status of the Cooper Spring Trail Grant. The grant was written by, and awarded to the Cooper Spring Non-Profit however; the group has been unable to initiate the project due to administrative requirements. Staff seeks Council input on utilizing human or financial resources to assist the board.

Recommendation:

Discussion only



January 8, 2020

Mr. Finley Degraffenried
City Manager
312 E. Third St.
Lampasas, TX 76550

RE: Proposal to Administer a Texas Parks and Wildlife Department (TPWD) Recreational Trail Grant for the City of Lampasas.

Dear Mr. Degraffenried,

Insofar as Langford Community Management Services (LCMS) was selected by the City to propose its grant administration services for the Texas Parks & Wildlife Recreational Trail Grant Program, I am pleased to submit this proposal document to the City of Lampasas. We would enjoy and appreciate continuing our relationship with the City in this endeavor.

Our firm's qualifications to be your grant management consultant are extensive. Langford Community Management Services (LCMS) has been working with cities and counties since 1983 and has written and administered over 200 million dollars in grants and loans from state and federal agencies, including the Texas Parks and Wildlife, Texas Department of Agriculture, Texas Department of Housing and Community Affairs, Texas Department of Economic Development, Texas Water Development Board, Texas Division of Emergency Management, Texas General Land Office, Texas Water Commission and the Economic Development Administration.

The scope of work provided by LCMS is total and complete. Our services go well beyond those that are normally proposed, such as, maintaining close contact with State and Federal Agencies, preparing and often personally delivering materials to the State offices. This personal service assures an efficient tracking system and prompt processing of payments and submission of required documents.

Our firm has been successfully working with Parks & Wildlife grants for over twenty years. We have written many successful applications and frequently administer the grants once funded. We have also worked with several cities whose previously funded park grants were faltering and found ways to make them work. Parks & Wildlife projects can be very beneficial to a community.

Scope of Services – Administration

This contract for writing service shall be extended to include the **administration** of the grant.

Langford Community Management Services will manage and administer the grant in accordance with the TPWD guidelines and in compliance with all applicable state and federal statutes, terms, and conditions as per the attached list.

This contract for service shall include, at the minimum, the following:

1. LCMS will prepare a filing system for the grant, keeping one set of files at the City and another at the LCMS offices.
2. LCMS will request reimbursements of City park grant expenditures in TPWD online system.
3. LCMS will present all required documents to the City for signature.
4. LCMS will oversee through progress meetings, conferences with the City, engineers and/or TPWD to assure all bidding is completed, meeting all required agency rules and regulations, as well as all Local, State and Federal laws. LCMS will work with construction companies, engineers, the City and TPWD to comply with all agency requirements for construction. LCMS will also assure compliance with the Excluded Parties List System that shows that any chosen contractor is not currently on the federally excluded (debarred) list. LCMS will assist in the preparation of force account documentation of in-house labor and equipment.
5. LCMS will prepare all quarterly reports in the TPWD online system.
6. LCMS will prepare all close-out/completion reports.

Method of Payment Scope of Services – Grant Administration

The amount of **seventeen thousand dollars (\$17,000)** will be paid to Langford Community Management Services for the following:

Grant Administration	\$10,000.00
Texas Historical Commission Cultural Resource Survey	<u>\$ 7,000.00*</u>
Total	\$17,000.00

**As the Cultural Resource Survey is being done by a third party, if the Texas Historical Commission requires additional surveys or information, there will be an additional fee.*

Special Provisions

1. Langford Community Management Services will work with City representative, City Manager, Finley Degraffenried, as the primary contact and local liaison.
2. This contract may be terminated by either party upon written notice to the other party at least thirty days prior to the effective termination date and upon payment of any and all fees due for work completed.

If you are in agreement with the terms of this proposal, please sign below and return the signed copy to me.

Sincerely,



Judy Langford
President

Accepted and agreed to the _____ day of January, 2020, by:

Signed: _____

Finley Degraffenried
City Manager
City of Lampasas, Texas



ITEM NO. WORKSHOP-5

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

Subject:

Discussion regarding Outdoor Burning regulated by Texas Commission on Environmental Quality (TCEQ)

Requested By: Jeff Smith, Fire Chief

Submitted By: Jeff Smith, Fire Chief

Date Submitted: February 5, 2020

For the Agenda of: February 10, 2020

Procurement and Funding Statement:

N/A

Attachments: Informational Brochure, Draft Ordinance

Summary Statement:

This item has been placed on the workshop agenda to discuss outdoor burning as regulated by TCEQ. This is an opportunity to educate citizens on controlled burns, when a permit is required and what burning is permitted without a permit and how this relates to being under a burn ban. We will also discuss other opportunities in the city that lead to proactive measures in the disposal of yard waste and debris management.

Recommendation:

Discussion Only

ORDINANCE NO. ###

AN ORDINANCE OF THE CITY OF LAMPASAS; REGULATING OUTDOOR BURNING WITHIN THE CITY LIMITS OF THE CITY OF LAMPASAS; ESTABLISHING THE ALLOWABLE MATERIALS, RULES AND REGULATIONS FOR BURNING; SETTING BURN PERMIT FEES; PENALTIES FOR VIOLATIONS; PROVIDING A SEVERABILITY CLAUSE; PROVIDING AN EFFECTIVE DATE; AND PROVIDING AN OPEN MEETINGS CLAUSE.

WHEREAS, the public health, safety and welfare, require the adoption and enforcement of codes governing the hazards to life and property from fire and/or its by-products within the City of Lampasas, Texas (herein the "City"); and

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

Section 1. Findings: The preceding recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes as findings of fact.

Section 2. Outdoor Open Burning Code Adopted: Section 46-3 of the City of Lampasas Code of Ordinances is hereby amended to add "Outdoor Burning" which shall read as follows:

Sec. 46-3. - Outdoor open burning.

(a)

Outdoor open burning is generally prohibited anywhere within the incorporated city limits of Lampasas, Texas. There are allowable exceptions for specific situations in which burning is necessary or does not pose a threat to property or the environment, or as further allowed by this subchapter and state law. A permit issued by the Fire Marshal or his/her designee is required to exercise these exceptions.

(b)

Definitions.

Extinguished—The absence of any visible flames, glowing coals, or smoke.

Practical alternative—An economically, technologically, ecologically and logistically viable option.

Red Flag Warning - A Red Flag Warning means high fire danger with increased probability of a quickly spreading vegetation fire in the area within 24 hours. The weather criteria for red flag warnings vary based on the local vegetation type, topography, and distance from major water sources. They usually include the daily vegetation moisture content calculations, expected afternoon high temperature, afternoon minimum relative humidity and daytime wind speed.

Sensitive receptor(s)—A manmade structure utilized for human residence or business, the containment of livestock, or the housing of sensitive live vegetation. The term "sensitive live vegetation" is defined as vegetation which has potential to be damaged by smoke and

heat, examples of which include, but are not limited to: nursery production, mushroom cultivation, pharmaceutical plant production, or laboratory experiments involving plants.
Sunrise/sunset—Official sunrise/sunset as set forth in the United States Naval Observatory tables available from National Weather Service offices.

(c)

Outdoor burning exceptions. Trees, brush, and other plant growth may be burned on the property on which the material grew if they meet all of the following:

- (1) The plant waste must not have been created secondary to the work of a commercial lawn or tree cutting service or other person, group or entity providing the labor for monetary compensation.
- (2) The material must be burned by the property owner or his designee (for this purpose a designee can be a paid employee of the property owner). The property owner's designee may not be a commercial tree cutting or lawn service or any person, group or entity subcontracted for the sole purpose of providing the labor for the burn for compensation.
- (3) Commercial tree cutting services and lawn care services may not burn generally allowable material on their property if that material was brought from offsite.

(d) *Rules while conducting the burn.* Once a permit for on-site burning is issued, the following rules shall be followed:

- (1) Immediately prior to igniting the controlled burn, the property owner or his designee will contact the local emergency dispatch at their non-emergency phone number and report the physical address location of the burn and a contact phone number
- (2) Open burning must not be conducted within ### feet of any structure or combustible material. Conditions that would enable fire to spread within ## feet of a structure shall be eliminated prior to ignition.
- (3) Sites permitted for open burning shall provide a method to control the fire that is adequate for the fire's size, the local geography and weather conditions such as a readily available garden hose or other reasonable method of managing the fire and preventing its spread outside the boundaries of the pile. The burning material shall be constantly attended by a person 17 years of age or older who is knowledgeable in the use of the provided fire extinguishing equipment and familiar with the requirements and/or special conditions of the permit.
- (4) Burning shall be commenced and conducted only when wind direction and other meteorological conditions are such that smoke and other pollutants will not cause

adverse effects to any public road, landing strip, navigable water, or off-site structure containing sensitive receptor(s).

(5) If at any time the burning causes or may tend to cause smoke to blow onto or across a road or highway, it is the responsibility of the person initiating the burn to post flag-persons on affected roads.

(6) Burning must be conducted downwind of or at least 300 feet (90 meters) from any structure containing sensitive receptors located on adjacent properties unless prior written approval is obtained from the adjacent occupant with possessory control.

(7) Burning shall be conducted in compliance with the following meteorological and timing considerations:

a.

The initiation of burning shall commence no earlier than one hour after sunrise. Burning shall be completed on the same day not later than one hour before sunset, and shall be attended by a responsible party at all times during the active burn phase when the fire is progressing. In cases where residual fires and/or smoldering objects continue to emit smoke after this time, such areas shall be extinguished if the smoke from these areas has the potential to create a nuisance or traffic hazard condition. In no case shall the extent of the burn area be allowed to increase after this time.

b.

Burning shall not be commenced when surface wind speed is predicted to be less than six miles per hour (mph) (five knots) or greater than 23 mph (20 knots) during the burn period. Additionally, no burning shall commence on Red Flag warning days.

c.

Burning shall not be conducted during periods of actual or predicted persistent low-level atmospheric temperature inversions.

(8)

Electrical insulation, lumber that has been treated, glued, laminated, pressed, varnished, stained or painted, plastics, non-wood construction/demolition materials, fiberglass, heavy oils, asphaltic materials, potentially explosive materials, chemical wastes, and items containing natural or synthetic rubber must not be burned.

(9) The burning of pallets and/or other packaging or product handling material made from dimensional lumber by commercial end users of such products shall be specifically prohibited.

(10) The authority to conduct outdoor burning under this regulation does not exempt or excuse any person responsible from the consequences, damages, or injuries resulting from the burning and does not exempt or excuse anyone from complying with all other applicable laws or ordinances, regulations, and orders of governmental entities having jurisdiction, even though the burning is otherwise conducted in compliance with this regulation.

(e)

Permit fee and duration. The fee for issued permits for the conducting of approved outdoor burning is subject to the following information:

Established Residential or Vacant Lots - ### for 30 calendar days

Commercial or Residential Development Property under developer control - #### for 30 calendar days

* Extensions may be granted if the time period was shortened due to weather conditions, state or county issued burn bans, extended red flag warnings or any other reasonable situation as determined by the fire marshal.

(f)

Revocation. The fire marshal and his/her representatives are authorized to revoke a burn permit and require that the open burning be immediately discontinued if:

(1)

A complaint on the fire is received and substantiated.

(2)

On inspection of the fire, it is determined that the permit conditions are not being met.

(3)

It is determined that weather or other conditions not readily apparent or otherwise present at the time of issuance of the permit, have created too hazardous a condition for continued burning.

(g)

Refusal to issue permit. In addition to burn piles containing non-allowed combustible material within, the fire marshal or his representatives may refuse to issue a permit for outdoor burning where the greater good or the health, safety and welfare of the public supersedes those of the individual, even though all conditions for permit issuance are being met.

(h) *Outdoor burning allowed without permit.* Burning is allowed regardless of burn ban when used solely for recreational or ceremonial purposes, in the non-commercial preparation of food, or exclusively as a means of generating warmth in cooler weather. In other words, campfires and

cooking fires are allowed. Fires of this nature should be constructed in a nonflammable container. A 55-gallon barrel with a metal screen over the top is acceptable. A below ground level fire is acceptable if the ground level has an established metal or masonry border.

Fires built under this exception may not contain electrical insulation, treated lumber (including paint, stain, varnish, clear coat, or any other kind of treatment), plastics, construction or demolition materials not made of wood, heavy oils, asphaltic materials, potentially explosive materials, chemical wastes, or items containing natural or synthetic rubber. The other general requirements on allowable outdoor burning do not apply to fires covered by this exception, but the burning must not cause a nuisance or traffic hazard.

A competent adult shall continuously attend the fire until the fire is extinguished. This person shall have a garden hose connected to a water source or other approved fire extinguishing equipment readily available for use.

(i)

Penalty. Any person who violates any of the provisions of this section shall be guilty of a class C misdemeanor and upon conviction thereof, shall be punished by a fine not less than \$100.00 nor greater than \$2,000.00.

Section 3. Repeal of Conflicting Ordinances. Chapter 46 of the Lampasas Code of Ordinances is hereby amended to reword section 46-3 and all ordinances or parts thereof conflicting or inconsistent with the provisions of this section as adopted and amended herein, are hereby amended to the extent of such conflict. In the event of a conflict or inconsistency between this ordinance and any other code or ordinance of the city, the terms and provisions of this ordinance shall govern. I do not think this is necessary. If this is deleted the following number sequence should be changed to 3,4,and 5

Section 4. Severability. It is hereby declared to be the intention of the City Council that the section, paragraphs, sentences, clauses and phrases of this Ordinance are severable and, if any phrase, sentence, paragraph or section of this Ordinance should be declared invalid by the final judgment or decree of any court of competent jurisdiction, such invalidity shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this Ordinance, since the same would have been enacted by the City Council without the incorporation of this ordinance of any such invalid phrase, clause, sentence, paragraph or section. If any provision of this Ordinance shall be adjudged by a court of competent jurisdiction to be invalid, the invalidity shall not affect other provisions or applications of this Ordinance which can be given effect without the invalid provision, and to this end the provisions of this Ordinance are declared to be severable.

Section 5. Effective Date. This ordinance shall take effect immediately upon its approval and passage and publication as required by Charter.

Section 6. Open Meetings. It is hereby officially found and determined that the meeting at which this ordinance is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, *Chapt. 551, Tex. Gov't. Code.*

PASSED AND APPROVED on this the ____th day of _____, 20__.

FINALLY PASSED AND APPROVED on this the _____th day of _____, 20__.

ATTEST:

CITY OF LAMPASAS, TEXAS

Christina Marez, City Secretary

Misti Talbert, Mayor

Do's and Don'ts for
Outdoor Burning at Your
Residence

**Answers
to Some
Burning
Questions**



Burning Trash or Land-Clearing Debris:

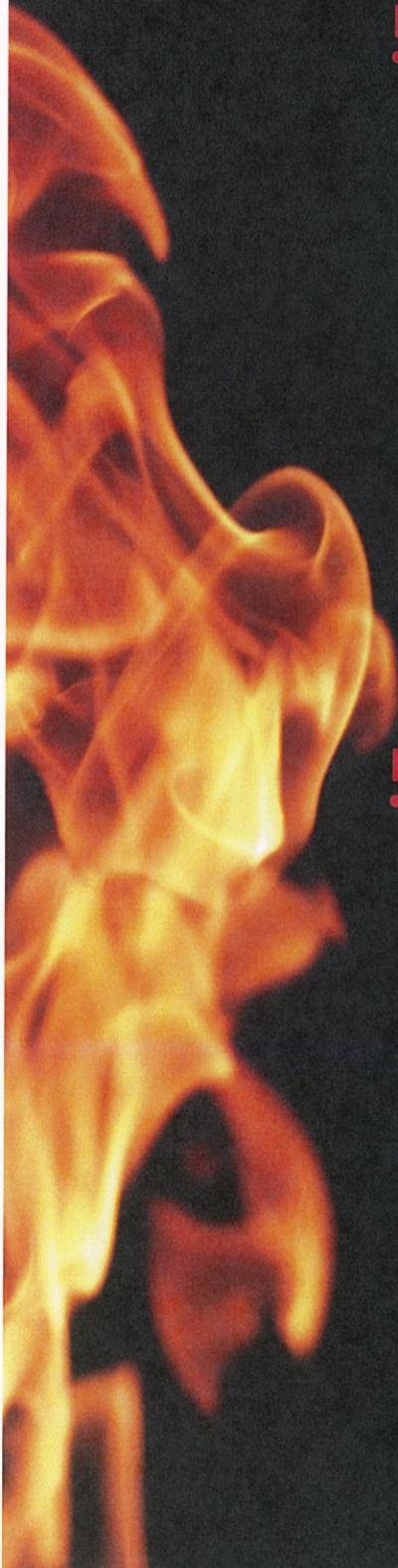
Some **Do's** and **Don'ts** to Remember

Do's

- ▶ Call your local officials (for example, your city or county code enforcement office, your local fire department, or your city or county environmental health department) to make sure that burning is not against any local law, such as a city ordinance. Also make sure that a burn ban is not in place for your area (to prevent wildfires, counties often ban burning during dry weather).
- ▶ Burn only allowable trash (see below) and land-clearing debris that was generated at the residence.

Don'ts

- ▶ Don't create a traffic hazard: make sure that smoke doesn't blow across roads.
- ▶ Don't burn anything that may create excessive smoke or toxic fumes, such as plastic, tires, or shingles.
- ▶ Don't burn trash or anything else from a business.
- ▶ Don't cause a nuisance: make sure you don't smoke out your neighbors.
- ▶ Don't burn anything during a Burn Ban or during a Red Flag Warning.



When is outdoor burning okay?

To protect the quality of the air we breathe in Texas, the TCEQ rules prohibit outdoor burning anywhere in the state. However, the TCEQ allows for exceptions in specific situations when the burning activity does not pose a health threat or nuisance and is an acceptable practice.

Ceremonial and Recreational Fires

The TCEQ allows bonfires, campfires, and cooking fires, as long as they do not cause nuisance smoke or traffic hazards and as long as special attention is given to safety. Never burn anything on the "Never Burn" list, below.

Waste-Disposal Fires

In some areas of the state where the local government doesn't provide trash pickup services, outdoor burning is allowed for the disposal of some household wastes. Under certain conditions, you may also burn brush from on-site land clearing.

Are there alternatives to burning?

There are several alternatives that you should explore before you resort to burning. The four principal alternatives are:

- ▶ Recycling
- ▶ Composting
- ▶ Mulching
- ▶ Disposal in local landfills

Are there any items I should not burn?

There are some items that you should never burn, under any circumstances, because such burning would pose a safety or health threat. The basic five "Never Burn" items are listed below:

Never Burn

- ▶ Electrical insulation
- ▶ Tires
- ▶ Treated lumber (such as in construction or demolition waste)
- ▶ Heavy oils or asphalt materials
- ▶ Potentially explosive materials or chemicals

How can I find more information?

There are numerous ways to get more information about outdoor burning in Texas.

- ▶ Visit the Texas Commission on Environmental Quality's website, at <www.tceq.texas.gov>.
- ▶ Read the Outdoor Burning rules, 30 TAC 111.201–221, by clicking on "Rules" on the TCEQ home page.
- ▶ Download TCEQ publication RG-049, Outdoor Burning in Texas, for a description of the rule in plain language and FAQs by clicking on "Publications" on the TCEQ home page.
- ▶ Call the Small Business and Local Government Assistance Hotline, 800-447-2827, or go to <www.TexasEnviroHelp.org>.
- ▶ Call your TCEQ Regional Office, at 888-777-3186.
- ▶ Find a map of current county burn bans and related maps (such as fire-danger and drought-index maps) by going to <txforestservicetamu.edu> and clicking on "Fire Danger/Advisories."
- ▶ Learn more ways to do your part for the Texas environment by going to <takecareoftexas.org>.



How is our customer service?

Fill out our online customer-satisfaction survey at <www.tceq.texas.gov/goto/customersurvey>.



Texas Commission on Environmental Quality

The TCEQ is an equal opportunity employer. The agency does not allow discrimination on the basis of race, color, religion, national origin, sex, disability, age, sexual orientation or veteran status. In compliance with the Americans with Disabilities Act, this document may be requested in alternate formats by contacting the TCEQ at 512/239-0028, Fax 239-4488, or 1-800-RELAY-TX (TDD), or by writing P.O. Box 13087, Austin, TX 78711-3087.

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City ManagerITEM NO. WORKSHOP-6

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

Subject:

Discussion regarding Library Park Project and utilization of Guthrie Funds

Requested By: Guthrie Committee

Submitted By: Shanda Subia, Library Director

Date Submitted: February 5, 2020

For the Agenda of: February 10, 2020

Procurement and Funding Statement:

We are requesting up to \$50,000 of \$101,564.17 available in the Guthrie Fund.

Attachments: Quote from Barco Products for picnic tables, benches, and trash receptacles;
quote from Backyard Fun Factory for treehouse; photo of sample treehouse plaque area;
treehouse plan/drawing

Summary Statement:

The Library Foundation has been working on a library park beautification project. The City has installed sidewalks, and now the Library Foundation is ready to proceed with the remainder of the project. The project includes concrete work and limestone pavers, as well as picnic tables, benches, trash receptacles, plantings, a treehouse, and steel art. All of this will be in the park area to the east of the library. The Library Foundation would like to use some of the Guthrie funds to purchase the treehouse, benches, picnic tables, and trash receptacles. The Library Foundation will be funding the remainder of the park project expenses. The Guthrie Committee recommends use of funds.

Recommendation:

Discussion Only

February 3, 2020

City of Lampasas City Council

Dear Council Members,

The Guthrie Committee met on February 3, 2020 and a motion was made to request funds from the 'Tracy Guthrie Library Gift' to be used for items in our Library Park Renovation in her memory. The motion passed.

Attached you will find 2 invoices. One for The Backyard Fun Factory and one for Barco Products. Partial payment was made by the foundation on both invoices in order to secure the original quotes, due to the delay of the project. The total of these invoices is \$29,525.90 . We would greatly appreciate your consideration and approval to refund the foundation for this amount. Thank you!

*Judy Lansford
President
Library Foundation*

BACKYARD FUN FACTORY

9510 Swafford Rd, Justin, TX 76247
 132 N Grants Ln, Bldg B,
 White Settlement, TX 76108

Invoice

Date	Invoice #
9/16/2019	WH5592

Bill To
Lampasas Library Judy Lansford

Ship To
4 days for this build

Due Date	Rep	Phone Number:	Fishbowl #	Branch
9/30/2019	JLJ			

Item Code	Mfg. Part No.	Description	Quantity	Price Each	Amount
Custom Deck I...	7CD12X12	CUSTOM TREE DECK 12' X12' - 60" HEIGHT	1	8,821.00	8,821.00T
CUSTOM ITEM		CUSTOM STAIRS	1	2,133.00	2,133.00T
Bridge-Monkey...	7MBBR61	MONKEY BAR BRIDGE 61"	1	1,898.00	1,898.00T
FT TICONDE...	7TICON_6	FORT TICONDEROGA - 5' LEVEL - OPEN SLAT WALLS - WOOD ROOF	1	6,753.00	6,753.00T
Fun Deck 45'x8...	7FD80_6	FUNDECK - FTS 6' L	1	2,294.00	2,294.00T
Adjustment Dis...	6RSFMML	REMOVE FUN SHACK ROOF SECTIONS (2)		-810.00	-810.00
Bridge-Monkey...	7MBBR61	WHEEL CHAIR RAMP	1	1,898.00	1,898.00T
FUN SHACK-...	7FUN5	FUN SHACK - 5' LEVEL	1	3,559.00	3,559.00T
Adventure Ram...	7BWE5	ADVENTURE RAMP - 5' LEVEL	1	1,253.00	1,253.00T
		Subtotal			27,799.00
40 Percent Disc...		40 Percent Discount		-40.00%	-11,119.60
Delivery & Inst...		Delivery & Installation	1	1,500.00	1,500.00T
		Subtotal			1,500.00
		Subtotal			18,179.40
Lemonade Cou...	7LC2ST80	LEMONADE COUNTER W/2 STOOLS & SIGN - FTS	1	798.00	798.00T
Pots & Pans M...	Music Panel	Pots & Pans Music Panel	1	130.00	130.00T
Tic Tac Toe Bo...	Tic Tac Toe	Tic Tac Toe Game	1	169.00	169.00T
		Includes Tic Tac Toe board & upper/lower board attachments			
		Subtotal			1,097.00
Ship's Wheel-G...	7PSW_G	SHIPS' WHEEL (GREEN)	1	39.00	39.00T
Binoculars-GR...	7BING	BINOCULARS-GREEN	1	29.00	29.00T
Telescope-w/w...	7TELES_G	TELESCOPE (GREEN)	1	19.00	19.00T
		Subtotal			87.00
Adjustment Dis...		BOGO 1/2 Off February Discount		-50.00%	-43.50
Custom Name ...	7NAME	CUSTOM NAME PLATE	1	99.00	99.00T
Free Name Plate		Free Custom Name Plate		-99.00	-99.00
		Subtotal			19,319.90

940-242-6628/817-831-2909	Total	\$19,319.90
www.backyardfunfactory.com	Balance Due	\$4,776.38
Cancellation of paid orders (service or sales) are subject to a non-refundable processing fee which is 10% of the overall balance of the paid order.		

Leticia Flowers
 Key Accounts Dept.
 630-845-5468



Barco Products
 24 N Washington Ave
 Batavia IL 60510
 (800) 338-2697
 keyaccounts@barcoproducts.com

Sales Order

Account Number - 85135

Sales Order # SORCO56494

12/23/2019

Bill To

The Library Foundation of Lampasas Texas
 201 S Main Street
 Lampasas TX 76550

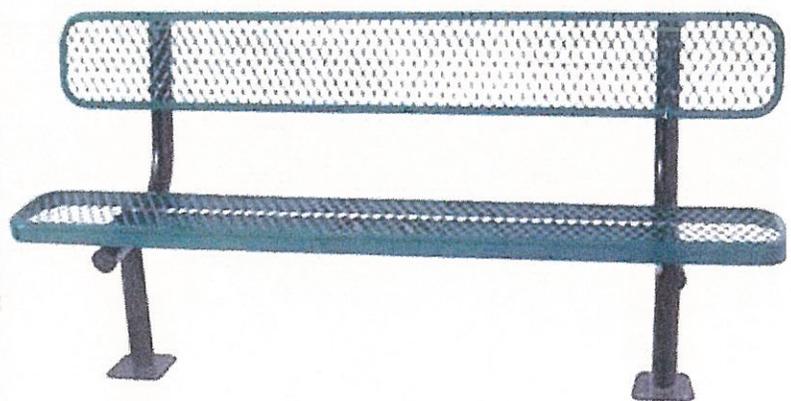
Ship To

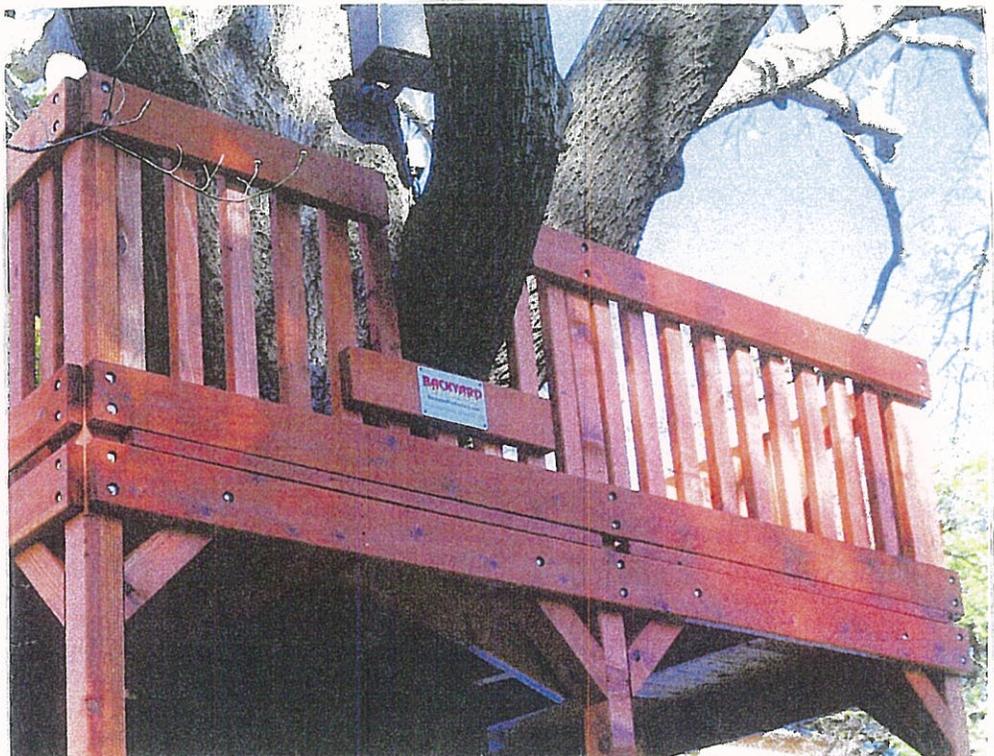
The Library Foundation of Lampasas Texas
 201 S Main Street
 Lampasas TX 76550

Payment Method Terms PO #
 Check

Item	Qty	Rate	Amount
LIFTGATE Liftgate Fees	1	\$50.00	\$50.00
07SA2611-GN 46" SuperSaver™ Table/ Round/ Portable/ Green	6	\$836.85	\$5,021.10
07SA2612-GN 46" SuperSaver™ Table/ Round/ Portable/ ADA/ Green	2	\$888.85	\$1,777.70
02SA2619-GN 6' Supersaver™ Bench/ With Back/ Surface Mount/ Green	2	\$468.85	\$937.70
08SA2603-GN Supersaver Receptacle/ Rain Bonnet Lid/ Liner/ Green	3	\$457.96	\$1,373.88

Subtotal	\$9,160.38
Tax Total (%)	\$0.00
Shipping	\$1,045.62
Total	\$10,206.00





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**MINUTES OF REGULAR MEETING OF THE GOVERNING BODY
OF THE CITY OF LAMPASAS, TEXAS
CITY COUNCIL CHAMBERS
302 E THIRD STREET
Monday, January 27, 2020**

The City Council of the City of Lampasas met in regular session on the above date with Mayor Talbert presiding.

Council Members present:

T.J. Monroe, Mayor Pro Tem
Chuck Williamson
Randy Clark
Cathy Kuehne
Michael White
Delana Toups

Council Members absent:

None

City Staff Present:

Finley deGraffenried, City Manager
Christina Marez, City Secretary
Yvonne Moreno, Finance Director
Monica Wright, Information Systems Director
Kristy Acevedo, Network Administrator
Rickie Roy, Public Works Director
Frank Ellett, Building Official
Sammy Bailey, Police Chief
Jody Cummings, Asst. Police Chief
Chuck Montgomery, Police Lieutenant
Tony Barrio, Code Enforcement Officer
Kelli Sanguinet, Police Communications Supervisor
Mandy Walsh, Economic Development Director
Jeffrey Smith, Fire Chief
Van Sims, Water//Wastewater Operations Manager

**SPECIAL SESSION
5:30 p.m.**

I. Call to Order Special Session

Mayor Talbert called the Special Session to order at 5:30 p.m.

II. Adjourn into Executive Session

Mayor Pro Tem Monroe moved to adjourn into executive session at 5:31 p.m. The motion was seconded by Council member Clark and with a unanimous vote, the motion carried.

City Manager deGraffenried requested for Monica Wright, Information Systems Director, and Kristy Acevedo, Network Administrator, be allowed in executive session. Council allowed.

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:

1. Section 551.076 Deliberations regarding security devices or security audits (1) the deployment, or specific occasions for implementation, of security personnel or devices; or (2) a security audit

Executive session was adjourned at 5:57 p.m.

SPECIAL SESSION

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

There was no action taken.

- IV. Adjourn Special Session

Mayor Pro Tem Monroe moved to adjourn the Special Session at 5:58 p.m. The motion was seconded by Council member Kuehne and with a unanimous vote, the motion carried.

WORKSHOP SESSION

1. Call to order Workshop Session

Mayor Talbert called the Workshop Session to order at 5:59 p.m.

2. Discussion regarding amending the landscaping ordinance or creating a Tree Preservation Ordinance for the City of Lampasas

City Manager deGraffenried explained that this item is a follow-up to discussion at the November 25, 2019 meeting regarding development of policy related to preservation, and possible incentives, of selected tree species.

He reviewed and discussed the following:

- Discussion
 - Review highlights of landscape requirements
 - Discuss approaches to update or revise landscaping and tree preservation policies
 - Seek Council input and direction in formulating policy
- Current Ordinance
 - Non-residential
 - Applies to new development or projects that exceed 30% of current floor plan
 - No permits issued until landscaping plan is submitted and approved by Building Official
 - No Certificate of Occupancy (with some defined exceptions) until landscaping is in place

- Requirements of the landscaping plan are specified
- Plan can be prepared by design professional, landscape architect or landscape contractor
- Standards for materials and installation are outlined
- Open spaces > 10 square feet are required to have irrigation
- Credit is given to preserving trees from landscape requirements
- Trees greater than 8” caliper may not be cut until approved as part of the site plan
- Landscape requirements based on street frontage in fee, and as a percentage of “yard”
- Parking lot landscaping specified
- Trees being maintained on the site may be required to be protected
- Allowance to reduce landscaping for visibility obstruction is defined
- Requirement to maintain landscaping and replace trees if needed
- No guidelines, or conditions referenced, for preserving trees
- No findings or guidelines that would require the permit to be denied
- Intention is to emphasize the importance of landscaping, and to provide guidelines for new plantings
- Levels of Complexity
 - Expertise
 - Appointed oversight
 - Processes
 - Staff resources
- Approach and Feedback
 - Incentive, Performance based
 - Parking
 - Setback requirements
 - Regulatory
 - Scope of project
 - Mitigation

After some discussion, City Manager deGraffenried explained that City Staff will continue to work on and will present to the Planning and Zoning Commission and also discuss at the next CPAC meeting. City Staff will also work on internal process.

3. Discussion and presentation of the 4th quarter report by the Chamber of Commerce

City Manager deGraffenried explained that the Lampasas County Chamber of Commerce & Visitor Center is requesting reimbursement in the amount of \$11,349.66 for their 4th Quarter Report. Ms. Unger is present to review and explain the report.

Melissa Unger, Chamber of Commerce Director, reviewed the 4th Quarter report with Council.

Mayor Talbert had a question regarding insurance which Ms. Unger provided a response.

There were no other questions and Council thanked Ms. Unger for her report.

4. Discussion and updates from the Lampasas Riding Club relating to the 580 Sports Complex Riding Arena.

Codie Tucker, Lampasas Riding Club representative, reviewed some of the following:

- Membership has doubled. They now have 125 members.
- The Lampasas Riding Club has partnered with the Open Gate Cowboy Church which is going very well.
- She provided Council with a 2020 Calendar of Events.
- She explained that they are still continuing to work on improving the arena as monies allow.
- They have a good working relationship with Chris Eicher, Parks & Recreation Director.
- They thanked the Council and the City for the support of the Riding Arena.

Council thanked Ms. Tucker and the Riding Club for their work on the Riding Arena.

5. Discussion regarding including Form Survey to new construction inspection process.

City Manager deGraffenried explained that this item has been placed on workshop to discuss the financial impact to builders to require a form survey and the benefit to property owners as it relates to identifying building set-backs and easements.

Discussion included the average cost of a property survey is \$350.00. There is an advantage of a survey of the property that would be on file, have exact measurements, and be good for the owner to have for any future lending institution that may request one. City Staff would like to visit with building contractors and get their thoughts; possibly meet one on one; or have a builder/realtor meeting.

6. Discussion regarding 2020 City Council Work Plan Workshop

City Manager deGraffenried explained that this item has been placed on the workshop agenda to provide Council the opportunity to discuss their preference regarding the format and delivery of action items for the 2020 City Council Work Plan. Last year, Council was provided a planning worksheet, took a tour of City facilities and spent the afternoon brainstorming areas to focus on for 2019. City Staff is interested in Council feedback on how they would like to utilize this time and the possibility of follow up meetings. Included in Council’s packet is the Council Satisfaction Survey that has been used in the planning and budgeting process previously. Council may wish to review the survey and make notes prior to the meeting that is schedule for on February 3, 2020 at 5:00 p.m. at the Hostess House.

7. Discussion regarding any item on the regular agenda

There was no discussion.

8. Adjourn Workshop Session

Council member Clark moved to adjourn the Workshop Session at 6:32 p.m. The motion was seconded by Council member Toups and with a unanimous vote, the motion carried.

Mayor Talbert called for a ten-minute recess before going into Regular Session.

<p>REGULAR SESSION 6:00 p.m.</p>
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ANNOUNCEMENTS

A. Call to Order

Mayor Talbert called the Regular Session to order at 6:45 p.m.

B. Invocation and Pledge of Allegiance

Sammy Bailey, Police Chief, gave the invocation and the Pledge of Allegiance to the U.S. and Texas flags were recited.

C. Presentations and Proclamations

There were no presentations or proclamations.

	PUBLIC HEARINGS/CITIZEN COMMENTS
1.1	Citizen comments – Any citizen who desires to address the City Council on a matter not included on the Agenda may do so at this time. The City Council may not deliberate on items presented under this Agenda Item.

Janet Crozier, citizen at 208 S. Spring Street, stressed her concern about the recycling program. She was seeking Council’s support and proposed a City-wide campaign of this program. She asked for more convenient hours or expanded hours at the City’s Citizen Collection Station.

1.2	Citizen comments- Any citizen who desires to address the City Council on a matter that is included on the Agenda may do so at this time.
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There were no citizen comments.

2.0	MINUTES
2.1	Discussion and possible action concerning approval of minutes of the Regular Meeting on January 13, 2019.

Mayor Pro Tem Monroe moved to approve the minutes as presented. The motion was seconded by Council member Kuehne and with a unanimous vote, the motion carried.

3.0	CONSENT AGENDA
3.1	Discussion and possible action regarding the approval of the second reading of an Ordinance to amend the City of Lampasas Fee Schedule in the Lampasas Code of Ordinances, specifically pertaining to building permit fees, curb cut fees and tap fees

Mayor Pro Tem Monroe moved to approve the consent agenda as presented. The motion was seconded by Council member Kuehne and with a unanimous vote, the motion carried.

4.0	BOARDS/DEPARTMENT REPORTS
4.1	<ol style="list-style-type: none">1. Police Department Monthly Report2. Utility Billing and Collections Monthly Report3. Public Works Monthly Report for Electric, Streets, Water/Wastewater4. Building Official Monthly Report5. Economic Development Monthly Report6. Fire Department Monthly Report

7. Parks and Recreation Monthly Report
8. Information Systems Monthly Report
9. Library Monthly Report
10. Golf Course Monthly Report
11. Municipal Court Monthly Report
12. City Secretary Monthly Report

Sammy Bailey, Police Chief, reviewed her report and overhead presentation. She provided Council with the Department organizational chart; Mission Statement; 2019 Highlights; and reviewed the public relation events that the Department assisted in.

5.0	ROUTINE MATTERS
5.1	City Manager’s Operational Report

City Manager deGraffenried reviewed his report:

- Sanitation Contract - The City’s contract for solid waste collection with Waste Connections is due to expire in May. The contract includes a provision for a 5-year extension, under the same terms, providing 60-day notice is given. Issues with service has been infrequent and the contractor has been responsive to address the same. Staff seeks Council input on providing notice for the extension, to be formally considered at a future meeting.
- WCID - Although the WCID meeting conflicts with the City’s Board appreciation dinner, Paul Wilborn wanted to encourage attendance, even if just for the last portion of the presentation. The final speaker will discuss classifications of the dams and potential upgrades that may be necessary. The meeting will be held at the Old Middle School Cafeteria.
- Outdoor Burning – Fire Chief Smith and the Fire Marshal Withers are in the process of reviewing outdoor burning regulations within the City for placement on a future Workshop agenda. Although no significant issues have been identified with our current procedures, Smith would like to review and update regulations consistent with TCEQ, and to protect sensitive receptors.
- LEDC - Action at the recent LEDC meeting included engagement of the Retail Coach to update analytics related to leakage, trade area, and general propensities of our market. Additionally, the Board reviewed, and made slight modifications to the Incentive Guidelines and By-Laws. In February, the Board will discuss the possibility of implementing a grant program to assist with life-safety code requirements for new businesses locating in older buildings.
- IT Office - Monica Wright, Information Systems Director, reports that renovations are almost complete to the old Council Chambers to accommodate the IT Department. The project is well under budget due to assistance from other departments and the efforts of Monica and Kristy Acevedo, Network Administrator. If time allows, please take the opportunity to call them for a visit.
- Comp Plan - This week, City Staff met with our consulting team at HALFF in preparation for our February 13, 2020 meeting. Based on the discussion topics, Council and the Planning & Zoning Commission were invited in addition to CPAC members. The primary focus of the meeting will be future land use and transportation. In contrast to specific zoning regulations, the future land use map and narratives provide a roadmap on the vision and character of Lampasas. This will likely be the most important and most referred to section of the Comprehensive Plan.
- Cooper Spring – City Staff has reported over the past year on the lack of progress on the Cooper Spring trail project. The project was initiated by the Cooper Spring Board, which received direct

funding for the project through the Texas Parks and Wildlife Department. The project stalled when conditions of the funding were difficult to administer. The City has sought assistance, on the Board's behalf, from our grant writers who have done initial research and prepared a proposal for grant administration. Staff seeks input from Council on placing the item on a future agenda, with Cooper Spring Board members, to discuss the project and possible assistance.

- Kick-Off Meetings - This week, City Staff met with engineers from Jones-Heroy to discuss starting points and needed information for two projects. Jones-Heroy will be conducting an assessment of the City's pre-treatment plant including effluent quality, flows, and interceptors. The deliverables will likely include operational and equipment recommendations. Additionally, City Staff and consultants discussed the process for assessment of the western/upper pressure plane. Based on the request for information, it should be a very complete and comprehensive study and recommendation.
- Free Chlorine - As previously reported, the City will be participating with Kempner Water Supply Corporation and Central Texas Water Supply in the change to free chlorine beginning February 15, 2020. It has been several years since Kempner and the City participated in the change, which is beneficial to the distribution system. The temporary burn will last through March 15, 2020.

5.2	MAYOR'S COMMENTS
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Mayor Talbert announced that the regular session will now start right after the Workshop Session.

6.0	UNFINISHED BUSINESS
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There was no unfinished business.

7.0	NEW BUSINESS
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7.1	Discussion and possible action regarding the Chamber of Commerce 4 th Quarter Report
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Melissa Unger, Chamber of Commerce Director, reviewed the Chamber of Commerce 4th Quarter Report with Council during Workshop.

Mayor Pro Tem Monroe motioned to approve the Chamber of Commerce 4th Quarter Report as presented, Council member Kuehne 2nd the motion and with a unanimous vote the motion carried.

7.2	Discussion and possible action concerning the first reading of an Ordinance calling for a General Election to elect the expired terms of Council members Places Three, Four and Five for the City Council of the City of Lampasas, Texas to be held on the 2 nd of May, 2020; providing for polling times and places; providing for early voting; and providing for bilingual election materials.
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Christina Marez, City Secretary, explained that this ordinance calls the May 2, 2020 General Election as required by State Law. It establishes polling places and appoints judges and clerks.

The Council Member Places up for election are as follows:

- | | |
|---------|------------------|
| Place 3 | Chuck Williamson |
| Place 4 | Cathy Kuehne |
| Place 5 | Mike White |

Mayor Pro Tem Monroe moved to approve the first reading of an Ordinance calling for a General Election to elect the expired terms of Council members Places Three, Four and Five for the City Council of the City of Lampasas, Texas to be held on the 2nd of May, 2020; providing for polling times and places; providing for early voting; and providing for bilingual election materials. The motion was seconded by Council member Toups and with a unanimous vote, the motion carried.

7.3	Discussion and possible action regarding an agreement with the County for Election Services between Lampasas County, Texas and the City of Lampasas, Texas for the May 2, 2020 General Election.
-----	--

Christina Marez, City Secretary, explained that Mark Bishop, Elections Administrator, has agreed to conduct the election again this year. The Contract is the same as last year's with the exception of dates. Early voting will be at the Election Administrator's office, 407 South Pecan, Suite 102. On Election Day, voting locations will be at the Election Administrator's Office, 407 South Pecan, Suite 102 and the Kempner Fire Training Center, 315 Pecan Street, in Kempner, Texas.

As a reminder, the US Supreme Court ruling in June 2013, the City is no longer required to obtain the Department of Justice Preclearance. Also, the attachment of the Joint Election Agreement between the City and LISD will be attached as Exhibit D.

Council member Clark moved to approve the agreement with the County for Election Services between Lampasas County, Texas and the City of Lampasas, Texas for the May 2, 2020 General Election as presented. The motion was seconded by Council member White and with a unanimous vote, the motion carried.

7.4	Discussion and possible action regarding a Joint Election Agreement between the Lampasas Independent School District and the City of Lampasas.
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Christina Marez, City Secretary, explained that the City, County, and Lampasas Independent School District (LISD) have held joint elections since 2007 as a result of Federal Law that required Schools to contract with another public entity for joint elections. This agreement is essentially the same as last year with the exception of dates. In the agreement, the City and LISD will share in the expenses of the Early Voting and Election Day shared voting locations, ballot programming, payroll of election workers and other costs common to both elections.

Council member Toups moved to approve the Joint Election Agreement between the Lampasas Independent School District and the City of Lampasas as presented. The motion was seconded by Council member Clark and with a unanimous vote, the motion carried.

7.5	Discussion and possible action regarding the award of a quote to Core & Main in the amount of \$140,000.00 for the purchase of 676 Neptune radio read water meters.
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Van Sims, Water/Wastewater Operations Manager, explained that last year, the Water Department purchased and had a contractor install 500 meters as part of Phase II of the radio read meter change out program. To begin Phase III of the program, the Water Department would like to purchase 676 meters from Core & Main and have 626 installed by a contractor. The remaining 50 meters, along with current stock, will be used for new home construction and replacements as necessary.

Council member Clark moved to approve the award of quote to Core & Main for the purchase of 676 meters in the amount of \$140,000.00 and allow the City Manager to execute any required documents. The motion was seconded by Council member White and with a unanimous vote, the motion carried.

7.6	Discussion and possible action regarding a Resolution expressing support for the Annual Spring Ho Festival, establishing a time schedule and authorizing City participation.
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City Manager deGraffenried explained that Jackie Lindeman, Spring Ho Chairman, was not present at the meeting but had provided the attached Spring Ho schedule of events for 2020, as well as the Resolution which is similar to previous ones that Council has approved in the past.

Mayor Pro Tem Monroe moved to approve a Resolution expressing support for the Annual Spring Ho Festival, establishing a time schedule and authorizing City participation. The motion was seconded by Council member Kuehne and with a unanimous vote, the motion carried.

7.7	Discussion and possible action regarding a Resolution nominating candidate for election to the Board of Directors of Central Texas Water Supply Corporation.
-----	--

City Manager deGraffenried explained that annually City Council is asked to consider the appointment of a City representative to the Central Texas Water Corporation Board of Directors. Previously Council has approved the Resolution appointing the City Manager as representative. He has actively participated in the Board Meetings and activities and is willing to continue to serve at Council's pleasure.

Mayor Pro Tem Monroe moved to approve a Resolution nominating Finley deGraffenried for election to the Board of Directors of the Central Texas Water Supply Corporation. The motion was seconded by Council member Clark and with a unanimous vote, the motion carried.

Adjourn

Mayor Pro Tem Monroe moved to adjourn the meeting at 7:25 p.m. The motion was seconded by Council member Kuehne and with a unanimous vote, the motion carried.

PASSED AND APPROVE this _____ day of _____, 2020.

Misti Talbert, Mayor

ATTEST:

Christina Marez, City Secretary

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City Manager

ITEM NO. 3.1

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

Subject:

Discussion and Possible Action regarding purchases and charges in excess of \$4,000 from January 1, 2020 to January 31, 2020

Requested By: Yvonne Moreno, Finance Director

Submitted By: Yvonne Moreno, Finance Director

Date Submitted: February 6, 2020

For the Agenda of: February 10, 2020

Procurement and Funding Statement:

N/A

Attachments: A/P History Check Report

Summary Statement:

The Check History Report presents the detail of individual charges and amounts for all checks over \$4,000 for the period of January 1, 2020 to January 31, 2020.

Recommendation:

Motion to approve by consent.

VENDOR SET: 99 CITY OF LAMPASAS
 BANK: FSB BANCORPSOUTH
 DATE RANGE: 1/01/2020 THRU 1/31/2020

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
02856	AEP ENERGY PARTNERS, INC.							
I-17521229081	DECEMBER AEP BILL	E	1/17/2020	65,669.58		000026	C	65,669.58
56260	LOWER COLORADO RIVER AUTHORITY							
I-EW15598	DECEMBER LCRA BILL	E	1/17/2020	432,618.38		000027	C	432,618.38
27050	IRS-PAYROLL TAXES							
I-T1 202001027959	FEDERAL WITHHOLDING	D	1/03/2020	17,269.89		000045	C	
I-T3 202001027959	FICA TAX	D	1/03/2020	25,799.60		000045	C	
I-T4 202001027959	MEDICARE TAX	D	1/03/2020	6,033.88		000045	C	49,103.37
27050	IRS-PAYROLL TAXES							
I-T1 202001167968	FEDERAL WITHHOLDING	D	1/17/2020	16,515.97		000049	C	
I-T3 202001167968	FICA TAX	D	1/17/2020	24,954.54		000049	C	
I-T4 202001167968	MEDICARE TAX	D	1/17/2020	5,836.20		000049	C	47,306.71
27050	IRS-PAYROLL TAXES							
I-T1 202001307970	FEDERAL WITHHOLDING	D	1/31/2020	16,795.61		000050	O	
I-T3 202001307970	FICA TAX	D	1/31/2020	25,197.28		000050	O	
I-T4 202001307970	MEDICARE TAX	D	1/31/2020	5,893.02		000050	O	47,885.91
00647	HOLT CAT							
I-WA81841	REPAIR OF BACKHOE	R	1/02/2020	19,990.51		154746	O	19,990.51
45897	JOHN DEERE FINANCIAL							
I-2262309	MOWER LEASE	R	1/02/2020	1,537.52		154748	O	
I-2268472	MOWER LEASE	R	1/02/2020	2,700.82		154748	O	4,238.34
52200	LAMPASAS PUBLIC UTILITIES							
I-12312019	DECEMBER 2019	R	1/02/2020	32,353.95		154750	O	32,353.95
03311	LOCAL GOVERNMENT & SERVICES LL							
I-1834	UTILITY POLE MANAGEMENT	R	1/02/2020	5,800.00		154758	O	5,800.00
01050	MCCOY TREE SURGERY COMPANY							
I-367	ANNUAL TREE TRIMMING	R	1/02/2020	2,343.20		154760	O	
I-368	ANNUAL TREE TRIMMING	R	1/02/2020	3,656.40		154760	O	
I-369	ANNUAL TREE TRIMMING	R	1/02/2020	4,956.40		154760	O	10,956.00
02501	SHI GOVERNMENT SOLUTIONS							
I-GB00351171	WIN 10 PRO UP/MIC OFF	R	1/02/2020	2,775.10		154762	O	
I-GB00351724	WIN 10 PRO UP/MIC OFF	R	1/02/2020	1,268.80		154762	O	
I-GB00351831	REPLACEMENT PCS	R	1/02/2020	198.00		154762	O	
I-GB00351874	REPLACEMENT PCS	R	1/02/2020	7,038.00		154762	O	11,279.90

VENDOR SET: 99 CITY OF LAMPASAS
 BANK: FSB BANCORPSOUTH
 DATE RANGE: 1/01/2020 THRU 1/31/2020

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
82300	TECHLINE, INC							
C-310771100	POLES 40 CLASS 4	R	1/02/2020	195.00CR		154764	O	
I-126559900	POLES 40 CLASS 4	R	1/02/2020	9,858.00		154764	O	
I-126560000	POLES 40 CLASS 4	R	1/02/2020	9,669.84		154764	O	
I-126560001	POLES 40 CLASS 4	R	1/02/2020	426.45		154764	O	
I-126560002	POLES 40 CLASS 4	R	1/02/2020	392.00		154764	O	
I-310742400	POLES 40 CLASS 4	R	1/02/2020	145.00		154764	O	
I-310742401	POLES 40 CLASS 4	R	1/02/2020	340.00		154764	O	20,636.29
01488	LAW OFFICES OF JO-CHRISTY BROW							
I-29833	PROFESSIONAL SERVICES	R	1/03/2020	3,152.00		154800	O	
I-29834	PROFESSIONAL SERVICES	R	1/03/2020	2,528.00		154800	O	
I-29835	PROFESSIONAL SERVICES	R	1/03/2020	1,920.00		154800	O	7,600.00
17865	COLONIAL LIFE & ACCIDENT							
I-AC1201912197957	ACCIDENT INSURANCE	R	1/06/2020	182.40		154805	O	
I-AC2202001027959	ACCIDENT INSURANCE	R	1/06/2020	182.46		154805	O	
I-AC3201912197957	ACCIDENT INSURANCE	R	1/06/2020	808.19		154805	O	
I-AC3202001027959	ACCIDENT INSURANCE	R	1/06/2020	808.19		154805	O	
I-CN1201912197957	CANCER INSURANCE	R	1/06/2020	307.98		154805	O	
I-CN2202001027959	CANCER INSURANCE	R	1/06/2020	308.00		154805	O	
I-HO3201912197957	HOSPITAL INCOME - PRETAX	R	1/06/2020	137.70		154805	O	
I-HO3202001027959	HOSPITAL INCOME - PRETAX	R	1/06/2020	137.70		154805	O	
I-LF3202001027959	UNIV/COL LIFE AFTER TAX	R	1/06/2020	298.87		154805	O	
I-LF7201912197957	NON-PRETAX LIFE INSURANCE	R	1/06/2020	298.81		154805	O	
I-LF8201912197957	AFTER TAX COLONIAL PRODUCTS	R	1/06/2020	1,105.29		154805	O	
I-LF8202001027959	AFTER TAX COLONIAL PRODUCTS	R	1/06/2020	1,105.29		154805	O	5,680.88
74775	SCOTT & WHITE HEALTH PLAN							
C-202001037963	SCOTT & WHITE HEALTH PLAN	R	1/06/2020	1,807.89CR		154813	O	
I-202001037961	SCOTT & WHITE HEALTH RETIREES	R	1/06/2020	4,756.65		154813	O	
I-CCC202001027959	HEALTH INSURANCE PREMIUM	R	1/06/2020	6,002.40		154813	O	
I-CCE202001027959	HEALTH INSURANCE PREMIUM	R	1/06/2020	13,860.49		154813	O	
I-CCF202001027959	HEALTH INSURANCE PREMIUMS	R	1/06/2020	5,622.84		154813	O	
I-CCS202001027959	HEALTH INSURANCE PREMIUM	R	1/06/2020	5,863.76		154813	O	
I-HE1202001027959	HEALTH INSURANCE PREMIUM	R	1/06/2020	5,973.72		154813	O	
I-HEA201912197957	EMPLOYEE SHARE HEALTH INSURANC	R	1/06/2020	10,403.56		154813	O	
I-HEC202001027959	EMPLOYEE SHARE HEALTH INSURANC	R	1/06/2020	10,403.56		154813	O	
I-HI1202001027959	CITY HEALTH INSURANCE	R	1/06/2020	15,885.00		154813	O	
I-HID202001027959	CITY HEALTH INSURANCE	R	1/06/2020	12,368.07		154813	O	
I-HIE202001027959	EMPLOYEE CITY HEALTH CONTRIB	R	1/06/2020	22,123.20		154813	O	111,455.36
84250	TEXAS MUNICIPAL RETIREMENT SYS							
I-TMR201912027951	RETIREMENT CONTRIBUTIONS	R	1/06/2020	367.92		154814	O	
I-TMR201912057952	RETIREMENT CONTRIBUTIONS	R	1/06/2020	49,520.91		154814	O	
I-TMR201912197957	RETIREMENT CONTRIBUTIONS	R	1/06/2020	46,693.00		154814	O	96,581.83

VENDOR SET: 99 CITY OF LAMPASAS
 BANK: FSB BANCORPSOUTH
 DATE RANGE: 1/01/2020 THRU 1/31/2020

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
03268	THE GUARDIAN LIFE INSURANCE CO							
I-202001057965	THE GUARDIAN LIFE INSURANCE CO	R	1/06/2020	185.12		154815	O	
I-DN1201912197957	EMPLOYEE SHARE HEALTH INSUR	R	1/06/2020	630.51		154815	O	
I-DN2202001027959	EMPLOYEE SHARE HEALTH INSUR	R	1/06/2020	630.51		154815	O	
I-GDC202001027959	DENTAL INSURANCE PREMIUM	R	1/06/2020	997.50		154815	O	
I-GDE202001027959	DENTAL INSURANCE PREMIUM	R	1/06/2020	1,098.54		154815	O	
I-GDF202001027959	DENTAL INSURANCE PREMIUM	R	1/06/2020	1,022.39		154815	O	
I-GDS202001027959	DENTAL INSURANCE PREMIUM	R	1/06/2020	554.71		154815	O	
I-GVC202001027959	VISION INSURANCE PREMIUM	R	1/06/2020	164.64		154815	O	
I-GVE202001027959	VISION INSURANCE PREMIUM	R	1/06/2020	257.04		154815	O	
I-GVF202001027959	VISION INSURANCE PREMIUM	R	1/06/2020	168.84		154815	O	
I-GVS202001027959	VISION INSURANCE PREMIUM	R	1/06/2020	121.86		154815	O	
I-VS1201912197957	EMPLOYEE SHARE HEALTH PLAN	R	1/06/2020	75.96		154815	O	
I-VS2202001027959	EMPLOYEE SHARE HEALTH INSUR	R	1/06/2020	75.96		154815	O	5,983.58
02860	FUELMAN							
I-201912317958	FUELMAN	R	1/08/2020	9,840.81		154846	O	9,840.81
01050	MCCOY TREE SURGERY COMPANY							
I-370	ANNUAL TREE TRIMMING	R	1/08/2020	3,345.57		154866	O	
I-371	ANNUAL TREE TRIMMING	R	1/08/2020	3,345.57		154866	O	6,691.14
01456	S & M VACUUM & WASTE, LTD							
I-116727	SLUDGE TRANSPORTATION	R	1/08/2020	500.00		154873	O	
I-124528	SLUDGE TRANSPORTATION	R	1/08/2020	500.00		154873	O	
I-124936	SLUDGE TRANSPORTATION	R	1/08/2020	500.00		154873	O	
I-124937	SLUDGE TRANSPORTATION	R	1/08/2020	500.00		154873	O	
I-124938	SLUDGE TRANSPORTATION	R	1/08/2020	500.00		154873	O	
I-124939	SLUDGE TRANSPORTATION	R	1/08/2020	500.00		154873	O	
I-124940	SLUDGE TRANSPORTATION	R	1/08/2020	500.00		154873	O	
I-125600	SLUDGE TRANSPORTATION	R	1/08/2020	500.00		154873	O	
I-125960	SLUDGE TRANSPORTATION	R	1/08/2020	500.00		154873	O	
I-125961	SLUDGE TRANSPORTATION	R	1/08/2020	500.00		154873	O	5,000.00
02976	WASTE CONNECTIONS							
I-1199302	COMMERCIAL SOLID WASTE	R	1/08/2020	48,173.46		154886	O	
I-1199303	RESIDENTIAL SOLID WASTE	R	1/08/2020	43,595.85		154886	O	91,769.31
03229	HALFF ASSOCIATES INC							
I-10031132	COMPREHENSIVE PLAN	R	1/09/2020	6,189.64		154901	O	
I-10032390	COMPREHENSIVE PLAN	R	1/09/2020	6,203.50		154901	O	12,393.14
00933	MOMAR INC							
I-PSI321621	HYDROCLEAN	R	1/09/2020	1,995.15		154914	O	
I-PSI322502	DEGREASER	R	1/09/2020	2,930.92		154914	O	4,926.07

VENDOR SET: 99 CITY OF LAMPASAS
 BANK: FSB BANCORPSOUTH
 DATE RANGE: 1/01/2020 THRU 1/31/2020

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
47585	KEMPNER WATER SUPPLY CORP							
I-12312019	MONTHLY WATER BILL	R	1/15/2020	20,301.93		154968	O	20,301.93
01050	MCCOY TREE SURGERY COMPANY							
I-372	ANNUAL TREE TRIMMING	R	1/15/2020	1,757.40		154974	O	
I-373	ANNUAL TREE TRIMMING	R	1/15/2020	3,717.30		154974	O	
I-374	ANNUAL TREE TRIMMING	R	1/15/2020	3,717.30		154974	O	9,192.00
02101	WATCHGUARD VIDEO							
C-RMAREF0010066	4RE SYSTEM SETUP TEST	R	1/15/2020	673.20CR		154989	O	
I-4BOINV0005522	4RE SYSTEM SETUP TEST	R	1/15/2020	7,250.00		154989	O	6,576.80
03127	ASJ CONSTRUCTION							
I-NO 8 01102020	CONSTRUCTION OF BUILDING	R	1/24/2020	271,358.48		155008	O	271,358.48
02235	BOKF, NA							
I-LAMP1016CO01152020	TEXAS COMBO TAX 2016	R	1/24/2020	97,225.00		155020	O	97,225.00
02235	BOKF, NA							
I-LAMP412GOR01152020	TEXAS GEN OBLIG 2012	R	1/24/2020	151,700.00		155021	O	151,700.00
02202	H & H TREE SERVICE INC							
I-01212020	H & H TREE SERVICE INC	R	1/24/2020	10,000.00		155035	O	10,000.00
01050	MCCOY TREE SURGERY COMPANY							
I-375	ANNUAL TREE TRIMMING	R	1/24/2020	2,343.20		155050	O	
I-376	ANNUAL TREE TRIMMING	R	1/24/2020	1,828.20		155050	O	
I-377	ANNUAL TREE TRIMMING	R	1/24/2020	4,306.40		155050	O	
I-378	ANNUAL TREE TRIMMING	R	1/24/2020	2,742.30		155050	O	
I-379	ANNUAL TREE TRIMMING	R	1/24/2020	3,067.30		155050	O	14,287.40
35299	HACH COMPANY							
I-11794574	AMMONIA MONOCHLORAMINE	R	1/24/2020	18,680.00		155075	O	
I-11794574*	AMMONIA MONOCHLORAMINE	R	1/24/2020	2,918.00		155075	O	21,598.00
01201	BANK OF AMERICA NA							
I-0M7E40WMLF	2007 CO INTEREST PAYMENT	R	1/24/2020	69,534.73		155076	O	69,534.73
01050	MCCOY TREE SURGERY COMPANY							
I-380	ANNUAL TREE TRIMMING	R	1/27/2020	2,343.20		155080	O	
I-381	ANNUAL TREE TRIMMING	R	1/27/2020	3,656.40		155080	O	
I-382	ANNUAL TREE TRIMMING	R	1/27/2020	3,428.00		155080	O	
I-383	ANNUAL TREE TRIMMING	R	1/27/2020	3,656.40		155080	O	
I-384	ANNUAL TREE TRIMMING	R	1/27/2020	3,656.40		155080	O	
I-385	ANNUAL TREE TRIMMING	R	1/27/2020	3,656.40		155080	O	20,396.80

VENDOR SET: 99 CITY OF LAMPASAS
 BANK: FSB BANCORPSOUTH
 DATE RANGE: 1/01/2020 THRU 1/31/2020

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
* * T O T A L S * *								
		NO		INVOICE AMOUNT		DISCOUNTS		CHECK AMOUNT
	REGULAR CHECKS:	29		1,155,348.25		0.00		1,155,348.25
	HAND CHECKS:	0		0.00		0.00		0.00
	DRAFTS:	3		144,295.99		0.00		144,295.99
	EFT:	2		498,287.96		0.00		498,287.96
	NON CHECKS:	0		0.00		0.00		0.00
	VOID CHECKS:	0	VOID DEBITS	0.00				
			VOID CREDITS	0.00	0.00	0.00		

TOTAL ERRORS: 0

VENDOR SET: 99	BANK: FSB	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
			34	1,797,932.20	0.00	1,797,932.20
BANK: FSB	TOTALS:		34	1,797,932.20	0.00	1,797,932.20
REPORT TOTALS:			34	1,797,932.20	0.00	1,797,932.20



City Manager

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

Subject: Discussion and Possible Action on the Receipt of the Monthly Investment Report for December 2019.

Requested By: Yvonne Moreno, Finance Director
Submitted By: Yvonne Moreno, Finance Director

Date Submitted: February 5, 2020 For the Agenda of: February 10, 2020

Procurement and Funding Statement: N/A

Attachments: Investment Report prepared by Patterson & Associates

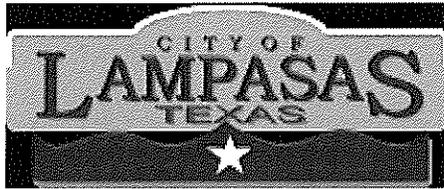
Summary Statement:

The weighted average maturity of City investments is 1 day.

The City's yield to maturity is .864

<u>Place of Investment</u>	<u>Investment Amount</u>	<u>% of Portfolio</u>
TexPool / TexPool Prime	\$2,530,596.42	15.58%
TexStar	\$1,620,117.59	9.97%
Bancorp South	\$6,161,426.38	37.93%
Money Market	\$3,891,833.54	23.96%
Frost Bank	\$2,042,218.43	12.57%

commendation: Motion to approve by consent.



**Monthly Investment Report
December 31, 2019**

PATTERSON & ASSOCIATES



INVESTMENT PROFESSIONALS

A Bumpy Year Ahead

Well, yes, it will be a bumpy year but isn't that always the case especially with heightened geo-political tensions and an election year ahead. The bumps in this final quarter of 2019 have been seemingly endless but the one constant has been a relatively stable and solid US economy despite nerve-racking and media-rocking news including:

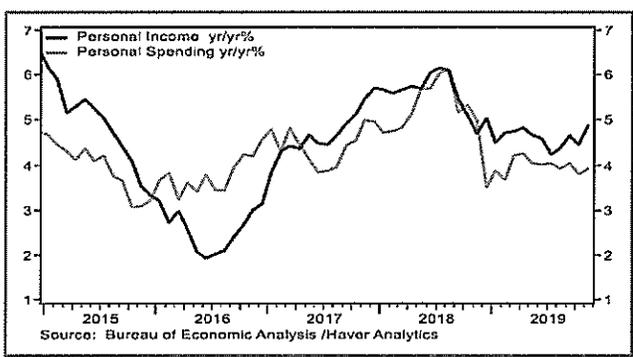
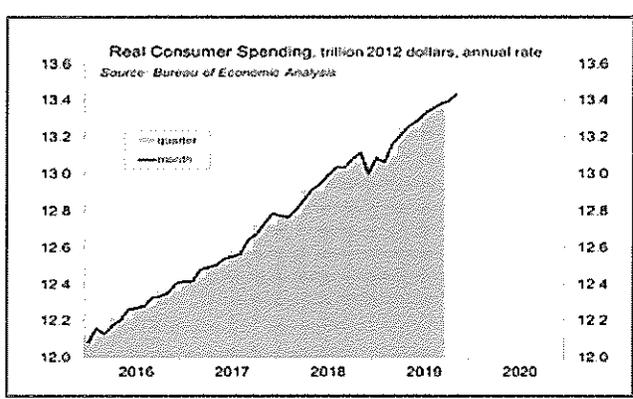
- Hong Kong political riots and restraints
- on and off trade talks between the US and China
- a FOMC cut in rates to 1.50-1.75%
- impeachment proceedings
- rockets hitting Iranian tankers in the Red Sea
- Brexit votes accompanying political party shifts in the UK
- Scotland's renewed move to independence
- major overnight liquidity problems

The financial markets have taken these events in stride and in fact reached new heights. They have shaken off geo-political events and trade vagaries concentrating on the economy instead.

The consumer has also been focusing on the increasing job opportunities and increased wages. Consumer confidence has declined marginally, but its main components are contradictory. The consumer's assessment of current conditions continued to improve, but future prospects softened.

Higher long term rates have contributed to consumer woes with higher mortgage rates, which then translates into a lower rate of new home sales. A growing lack of housing affordability also dampens sales with the median US home at \$330,000.

The softening on expectations is shown in a drop in durable goods (large items), which has been hit with Boeing's 737 Max suspensions as well as new orders and machinery. The trade uncertainties are certainly to blame for at least some of this softening.



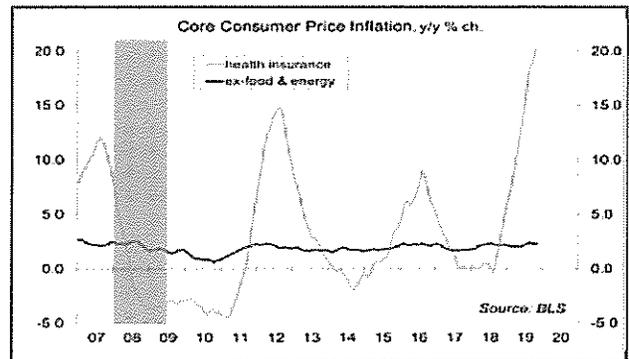
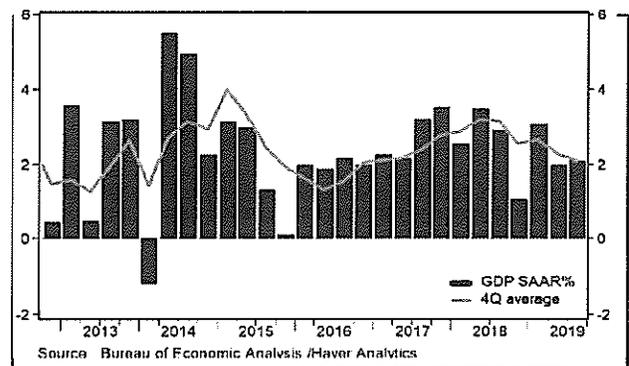
But the Fed Thinks We're In a *Good Place*

As seen in the overall economic numbers, and as stated by the Fed's Vice Chair Clarida, "the monetary policy is in a *good place* and should continue to support sustained growth, a strong labor market, and inflation running close to our symmetric 2% objective."

Obviously the Fed's FOMC does not want to make more rate cuts in case the economy takes off and kicks inflation in. GDP indicates the overall strength as it continues to slowly plod higher. It could end the year just shy of the Fed's 2% target. But inflation in that calculation remains hidden – and worrying to the Fed. Inflation has been sluggish for a decade and it is projected to remain limited through 2020. This will keep central banks on hold and accommodative as the bar slowly rises for further stimulus. Fear of not reaching the Fed's 2% target could push prices lower.

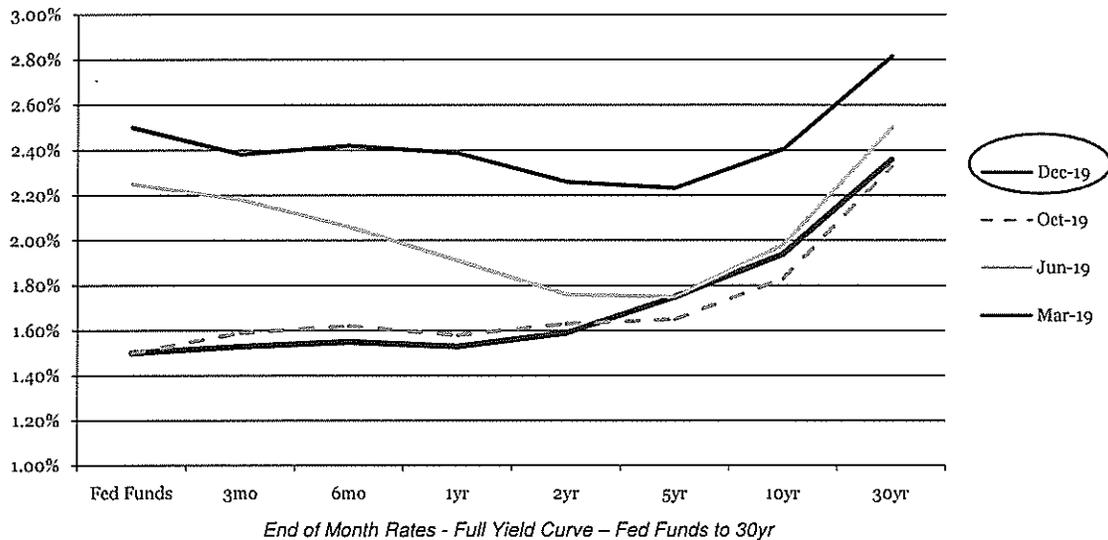
One factor which could impact inflation is the price of oil. Oil demand has been down and is at its weakest since 2016. That adds pressure to OPEC and the oil ministers are already threatening a cut in production. Unfortunately that harms other countries more than the US, which has become much more self reliant. A major run up in oil prices will harm our trading partners and keep the global economy down. If political tensions continue to grow in the Middle East there will also be reasons to fear oil price spikes.

Recognition of a severe market overnight liquidity situation, which caused a massive repo rate hike in September, has brought the Fed to a position of increasing T-Bill purchases in 4Q and beyond. This results in "non-QE" growth in the Fed balance sheet and has increased US Reserve balances by \$18 billion. This is directed towards the liquidity situation to alleviate funding issues (and their resulting rate spikes and liquidity shortages) but it certainly acts as an additional easing. The current reserves at 58 cents for every dollar of funding shows we have a way to go to solve this market problem. The volume of buying will keep short T-Bill rates lower also.



A Major Treasury Price Rally

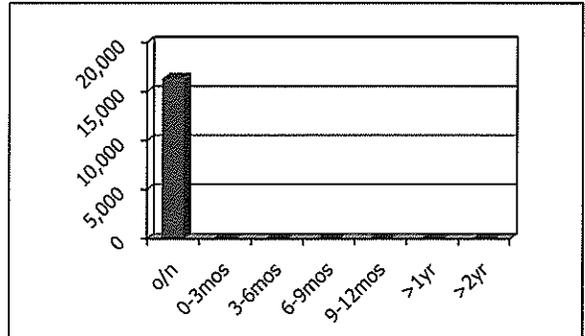
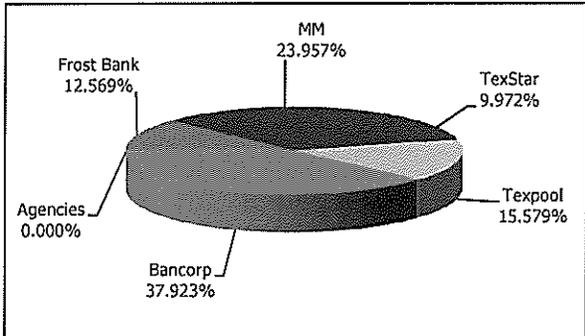
- The curve has taken many different shapes in 2019 from an inversion in January, which deepened by mid-year as fears of recession proliferated. But as the Federal Reserve moved aggressively to be more accommodative through lower overnight rates, the curve and markets responded by changing their outlook and declaring the economy stable and solid.
- Many feel the inverted curve and its attendant recession fears was caused by the Fed too aggressively and prematurely raising interest rates in 2018. That may help keep the Fed accommodative but the lack of inflation will keep moderate and probably on the sidelines most if not all of 2020.
- As economic data stays relatively positive and without major shocks economically or geo-politically, the curve appears to be settling in with a normal upward trend.
- Major increases in the Fed's T-Bill purchases to control the liquidity situation may keep Bill rates lower than expected.



Your Portfolio

As of December 31, 2019

- P&A constantly reviews your portfolio for optimal asset allocation and a controlled average maturity because a diversified portfolio can better adjust to volatile market conditions.
- The graphs below show asset allocations by market sector and by maturity. They do reflect our ongoing anticipation of lower rates in 2019. These rate cuts and the potential of more decreasing rates indicates the need to extend portfolios. Extending now will lock in yields even though rates may decrease and provides for extra safety.
-



PATTERSON & ASSOCIATES



INVESTMENT PROFESSIONALS

City of Lampasas, Texas
Portfolio Management
Portfolio Summary
December 31, 2019

Patterson & Associates
 901 S. MoPac
 Suite 195
 Austin, TX 78746

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM 365 Equiv.
Bancorp South	6,161,426.38	6,161,426.38	6,161,426.38	37.93	1	1	0.331
Texpool/Texpool Prime	2,530,596.42	2,530,596.42	2,530,596.42	15.58	1	1	1.686
TexStar	1,620,117.59	1,620,117.59	1,620,117.59	9.97	1	1	1.564
Frost Bank	2,042,218.43	2,042,218.43	2,042,218.43	12.57	1	1	0.090
Money Market	3,891,833.54	3,891,833.54	3,891,833.54	23.95	1	1	1.337
Investments	16,246,192.36	16,246,192.36	16,246,192.36	100.00%	1	1	0.864

Total Earnings	December 31 Month Ending	Fiscal Year To Date
Current Year	12,572.65	46,061.78

The following reports are submitted in accordance with the Public Funds Investment Act (Texas Gov't Code 2256). The reports also offer supplemental information not required by the Act in order to fully inform the governing body of the City of Lampasas, Texas of the position and activity within the City's portfolio of investment. The reports include a management summary overview, a detailed inventory report for the end of the period a transaction report, as well as graphic representations of the portfolio to provide full disclosure to the governing body.

 Yvonne Moreno, Interim Finance Director

Reporting period 12/01/2019-12/31/2019
 Data Updated: SET_LAMP: 01/29/2020 15:43
 Run Date: 01/29/2020 - 15:44

Portfolio LAMP
 AP
 PM (PRF_PM1) 7.3.0
 Report Ver. 7.3.6.1



**City of Lampasas, Texas
Summary by Type
December 31, 2019
Grouped by Fund**

Patterson & Associates
901 S. MoPac
Suite 195
Austin, TX 78746

Security Type	Number of Investments	Par Value	Book Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Fund: Cash						
Bancorp South	3	5,121,096.56	5,121,096.56	31.52	0.328	1
Money Market	5	3,891,833.54	3,891,833.54	23.96	1.337	1
Texpool/Texpool Prime	1	1,769,753.38	1,769,753.38	10.89	1.623	1
Subtotal	9	10,782,683.48	10,782,683.48	66.37	0.905	1
Fund: Cert. of Obligation 2016						
Texpool/Texpool Prime	1	760,843.04	760,843.04	4.68	1.832	1
Subtotal	1	760,843.04	760,843.04	4.68	1.832	1
Fund: Electric						
Bancorp South	1	353,223.74	353,223.74	2.17	0.328	1
Frost Bank	1	2,042,218.43	2,042,218.43	12.57	0.000	1
TexStar	1	1,620,117.59	1,620,117.59	9.97	1.564	1
Subtotal	3	4,015,559.76	4,015,559.76	24.71	0.660	1
Fund: LEDC						
Bancorp South	2	416,574.39	416,574.39	2.56	0.328	1
Subtotal	2	416,574.39	416,574.39	2.56	0.328	1
Fund: Selzures						
Bancorp South	2	16,478.24	16,478.24	0.10	0.327	1
Subtotal	2	16,478.24	16,478.24	0.10	0.327	1
Fund: Trust						
Bancorp South	2	72,799.61	72,799.61	0.45	0.578	1
Subtotal	2	72,799.61	72,799.61	0.45	0.578	1
Fund: Water						
Bancorp South	1	181,253.84	181,253.84	1.12	0.328	1

Run Date: 01/29/2020 - 15:38

Portfolio LAMP
AP
ST (PRF_ST) 7.2.0
Report Ver. 7.3.6.1

City of Lampasas, Texas
 Summary by Type
 December 31, 2019
 Grouped by Fund

Security Type	Number of Investments	Par Value	Book Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Subtotal	1	181,253.84	181,253.84	1.12	0.328	1
Total and Average	20	16,248,192.36	16,248,192.36	100.00	0.864	1



City of Lampasas, Texas
 Fund CASH - Cash
 Investments by Fund
 December 31, 2019

Patterson & Associates
 901 S. MoPac
 Suite 195
 Austin, TX 78746

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
Bancorp South										
0474	10004	Bancorp South	09/01/2014	5,097,267.97	5,097,267.97	5,097,267.97	0.328	0.323	0.328	1
3213	10006	Bancorp South	09/01/2014	407.56	407.56	407.56	0.328	0.323	0.328	1
4187	10007	Bancorp South	09/01/2014	23,421.03	23,421.03	23,421.03	0.328	0.323	0.328	1
Subtotal and Average				5,121,096.56	5,121,096.56	5,121,096.56		0.324	0.328	1
Texpool/Texpool Prime										
14103	10000	Texpool	09/01/2014	1,769,753.38	1,769,753.38	1,769,753.38	1.623	1.600	1.622	1
Subtotal and Average				1,769,753.38	1,769,753.38	1,769,753.38		1.600	1.623	1
Money Market										
5001632	10023	Austin Capital Bank MM	01/29/2015	249,458.25	249,458.25	249,458.25	1.000	0.986	1.000	1
XXXX579	10026	Business Bank of TX ICS	04/02/2015	3,136,550.13	3,136,550.13	3,136,550.13	1.360	1.341	1.360	1
XXXX561	10029	Business Bank of TX ICS	06/01/2015	505,823.16	505,823.16	505,823.16	1.360	1.341	1.360	1
4001579	10027	Business Bk Ultimate Bus M/M	05/01/2015	1.00	1.00	1.00				1
4001561	10030	Business Bk Ultimate Bus M/M	06/30/2015	1.00	1.00	1.00				1
Subtotal and Average				3,891,833.54	3,891,833.54	3,891,833.54		1.319	1.337	1
Total Investments and Average				10,782,683.48	10,782,683.48	10,782,683.48		0.892	0.905	1

Fund CERTS16 - Cert. of Obligation 2016
Investments by Fund
December 31, 2019

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 385	Maturity Days To Date Maturity
Texpool/Texpool Prime										
14103A	10041	Texpool Prime	11/08/2016	760,843.04	760,843.04	760,843.04	1.832	1.807	1.832	1
Subtotal and Average				760,843.04	760,843.04	760,843.04	1.807	1.832		1
Total Investments and Average				760,843.04	760,843.04	760,843.04	1.807	1.832		1

Fund ELEC - Electric
Investments by Fund
December 31, 2019

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 385	Maturity Days To Date Maturity
Bancorp South										
0672	10005	Bancorp South	09/01/2014	353,223.74	353,223.74	353,223.74	0.328	0.323	0.328	1
Subtotal and Average				353,223.74	353,223.74	353,223.74	0.324	0.328		1
TexStar										
17390	10001	TexStar	09/01/2014	1,620,117.59	1,620,117.59	1,620,117.59	1.564	1.542	1.564	1
Subtotal and Average				1,620,117.59	1,620,117.59	1,620,117.59	1.543	1.584		1
Frost Bank										
1732110	10022	Frost Bank Public Checking	01/20/2015	2,042,218.43	2,042,218.43	2,042,218.43				1
Subtotal and Average				2,042,218.43	2,042,218.43	2,042,218.43	0.000	0.000		1
Total Investments and Average				4,015,559.76	4,015,559.76	4,015,559.76	0.651	0.660		1

Fund LEDC - LEDC
Investments by Fund
December 31, 2019

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
Bancorp South										
1092	10002	Bancorp South	09/01/2014	391,209.51	391,209.51	391,209.51	0.328	0.323	0.328	1
2363	10003	Bancorp South	09/01/2014	25,364.88	25,364.88	25,364.88	0.328	0.323	0.328	1
Subtotal and Average				416,574.39	416,574.39	416,574.39		0.324	0.328	1
Total Investments and Average				416,574.39	416,574.39	416,574.39		0.324	0.328	1

Fund SEIZ - Seizures
Investments by Fund
December 31, 2019

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
Bancorp South										
0763	10008	Bancorp South	09/01/2014	16,444.70	16,444.70	16,444.70	0.328	0.323	0.328	1
1999	10009	Bancorp South	09/01/2014	33.54	33.54	33.54				1
Subtotal and Average				16,478.24	16,478.24	16,478.24		0.323	0.327	1
Total Investments and Average				16,478.24	16,478.24	16,478.24		0.323	0.327	1

**Fund TRUST - Trust
Investments by Fund
December 31, 2019**

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 385	Maturity Days To Date Maturity
Bancorp South										
6349	10010	Bancorp South	09/01/2014	43,142.31	43,142.31	43,142.31	0.578	0.570	0.578	1
6348	10011	Bancorp South	09/01/2014	29,657.30	29,657.30	29,657.30	0.578	0.570	0.578	1
Subtotal and Average				72,799.61	72,799.61	72,799.61		0.570	0.578	1
Total Investments and Average				72,799.61	72,799.61	72,799.61		0.570	0.578	1

Fund WATER - Water
Investments by Fund
December 31, 2019

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
Bancorp South										
1639	10012	Bancorp South	09/01/2014	181,253.84	181,253.84	181,253.84	0.328	0.323	0.328	1
Subtotal and Average				181,253.84	181,253.84	181,253.84	0.324	0.328		1
Total Investments and Average				181,253.84	181,253.84	181,253.84	0.324	0.328		1

PATTERSON & ASSOCIATES



INVESTMENT PROFESSIONALS

City of Lampasas, Texas
Cash Reconciliation Report
For the Period December 1, 2019 - December 31, 2019
Grouped by Fund

Patterson & Associates
 901 S. MoPac
 Suite 195
 Austin, TX 78746

Trans. Date	Investment #	Fund	Trans. Type	Security ID	Par Value	Security Description	Maturity Date	Purchases	Interest	Redemptions	Cash
Cash											
12/13/2019	10055	CASH	Interest	3134GUBE9	1,000,000.00	FHLMCC 1.0M 2.05% Mat.	09/13/2021	0.00	5,125.00	0.00	5,125.00
12/13/2019	10055	CASH	Call	3134GUBE9	1,000,000.00	0.0M 2.05%	09/13/2021	0.00	0.00	1,000,000.00	1,000,000.00
Subtotal								0.00	5,125.00	1,000,000.00	1,005,125.00
Total								0.00	5,125.00	1,000,000.00	1,005,125.00

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INVESTMENT PROFESSIONALS

**City of Lampasas, Texas
Sales/Call Report
Sorted by Fund - Fund
December 1, 2019 - December 31, 2019**

Patterson & Associates
901 S. MoPac
Suite 195
Austin, TX 78746

CUSIP	Investment #	Fund	Issuer Sec. Type	Purchase Date	Redem. Date Matur. Date	Par Value	Rate at Redem.	Book Value at Redem.	Redemption Principal	Redemption Interest	Total Amount	Net Income
Cash												
3134GUBE9	10055	CASH	FHLMCC FAC	09/19/2019	12/13/2019 09/13/2021	1,000,000.00	2.050	1,000,000.00	1,000,000.00	5,125.00	1,005,125.00	5,125.00
											Call	
					Subtotal	1,000,000.00		1,000,000.00	1,000,000.00	5,125.00	1,005,125.00	5,125.00
					Total Sales	1,000,000.00		1,000,000.00	1,000,000.00	5,125.00	1,005,125.00	5,125.00

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Report Ver. 7.3.6.1



**City of Lampasas, Texas
Interest Earnings
Sorted by Fund - Fund
December 1, 2019 - December 31, 2019
Yield on Average Book Value**

Patterson & Associates
901 S. MoPac
Suite 195
Austin, TX 78746

CUSIP	Investment #	Fund	Security Type	Ending Par Value	Beginning Book Value	Average Book Value	Maturity Date	Current Rate	Annualized Yield	Adjusted Interest Earnings		
										Interest Earned	Amortization/ Accretion	Adjusted Interest Earnings
Fund: Cash												
14103	10000	CASH	RR2	1,769,753.38	1,767,317.83	1,767,396.40		1.623	1.623	2,435.55	0.00	2,435.55
5001632	10023	CASH	RR5	249,458.25	249,246.56	249,253.39		1.000	1.000	211.69	0.00	211.69
3134GUBE9	10055	CASH	FAC	0.00	999,957.14	387,089.17	09/13/2021	2.050	2.209	683.33	42.86	726.19
XXXX579	10026	CASH	RR5	3,136,550.13	3,132,956.06	3,133,072.00		1.360	1.351	3,594.07	0.00	3,594.07
XXXX561	10029	CASH	RR5	505,823.16	530,233.40	514,123.39		1.360	1.351	589.76	0.00	589.76
4001561	10030	CASH	RR5	1.00	1.00	1.00				0.00	0.00	0.00
4001579	10027	CASH	RR5	1.00	1.00	1.00				0.00	0.00	0.00
0474	10004	CASH	RRP	5,097,267.97	4,523,655.40	4,542,159.03		0.328	0.353	1,363.37	0.00	1,363.37
3213	10006	CASH	RRP	407.56	407.45	407.45		0.328	0.318	0.11	0.00	0.11
4187	10007	CASH	RRP	23,421.03	23,226.87	23,301.54		0.328	0.328	6.49	0.00	6.49
		Subtotal		10,782,883.48	11,227,002.71	10,616,804.37			0.990	8,894.37	42.86	8,927.23
Fund: Cert. of Obligation 2016												
14103A	10041	CERTS16	RR2	760,843.04	851,725.81	765,630.31		1.832	1.832	1,191.43	0.00	1,191.43
		Subtotal		760,843.04	851,725.81	765,630.31			1.832	1,191.43	0.00	1,191.43
Fund: Electric												
17390	10001	ELEC	RR3	1,620,117.59	1,617,968.02	1,618,037.36		1.564	1.564	2,149.57	0.00	2,149.57
1732110	10022	ELEC	RR4	2,042,218.43	1,037,093.43	1,653,137.78				0.00	0.00	0.00
0672	10005	ELEC	RRP	353,223.74	351,275.52	352,587.56		0.328	0.328	98.22	0.00	98.22
		Subtotal		4,015,559.76	3,006,336.97	3,623,762.71			0.730	2,247.79	0.00	2,247.79
Fund: LEDC												
1092	10002	LEDC	RRP	391,209.51	391,301.91	391,218.45		0.328	0.328	108.98	0.00	108.98
2363	10003	LEDC	RRP	25,364.88	8,346.41	23,220.68		0.328	0.328	6.47	0.00	6.47
		Subtotal		416,574.39	399,648.32	414,439.14			0.328	115.45	0.00	115.45

City of Lampasas, Texas
Interest Earnings
December 1, 2019 - December 31, 2019

CUSIP	Investment #	Fund	Security Type	Ending Par Value	Beginning Book Value	Average Book Value	Maturity Date	Current Rate	Annualized Yield	Adjusted Interest Earnings		
										Interest Earned	Amortization/ Accretion	Adjusted Interest Earnings
Fund: Seizures												
1999	10009	SEIZ	RRP	33.54	33.54	33.54				0.00	0.00	0.00
0763	10008	SEIZ	RRP	16,444.70	18,197.07	16,612.57		0.328	0.328	4.63	0.00	4.63
			Subtotal	16,478.24	18,230.61	16,646.11			0.327	4.63	0.00	4.63
Fund: Trust												
6349	10010	TRUST	RRP	43,142.31	43,121.14	43,121.82		0.578	0.578	21.17	0.00	21.17
6348	10011	TRUST	RRP	29,657.30	29,642.75	29,643.22		0.578	0.578	14.55	0.00	14.55
			Subtotal	72,799.61	72,763.89	72,765.04			0.578	35.72	0.00	35.72
Fund: Water												
1639	10012	WATER	RRP	181,253.84	180,303.44	180,914.74		0.328	0.328	50.40	0.00	50.40
			Subtotal	181,253.84	180,303.44	180,914.74			0.328	50.40	0.00	50.40
			Total	16,246,192.36	15,756,011.75	15,890,982.43			0.943	12,529.79	42.86	12,572.65

PATTERSON & ASSOCIATES



INVESTMENT PROFESSIONALS

**City of Lampasas, Texas
Amortization Schedule
December 1, 2019 - December 31, 2019
Sorted By Fund - Fund**

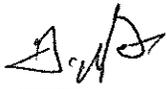
Patterson & Associates
901 S. MoPac
Suite 195
Austin, TX 78746

Investment #	Maturity Date	Beginning Par Value				Amounts Amortized				
Issuer	Fund	Amort. Date	Current Rate	Purchase Principal	Original Premium or Discount	Ending Book Value	And Unamortized As of 12/31/2019	Amount Amortized This Period	Am't Amortized Through 12/31/2019	Amount Unamortized Through 12/31/2019
Cash										
10055	CASH	09/13/2021	1,000,000.00	999,700.00	-300.00	0.00	257.14	42.86	300.00	0.00
FHLMC Coll Note		12/13/2019	2.050				-42.86			
			Subtotal	999,700.00	-300.00	0.00	257.14	42.86	300.00	0.00
			Total	999,700.00	-300.00	0.00	257.14	42.86	300.00	0.00
							-42.86			

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City Manager

ITEM NO. 3.3

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

Subject:

Discussion and possible action regarding the second reading of an Ordinance calling for a General Election to elect the expired terms of the Council Members Places Three, Four, and Five for the City Council of the City of Lampasas, Texas to be held on the 2nd day of May, 2020; Providing for polling times and places; Providing for Early Voting; and Providing for Bilingual Election materials

REQUESTED BY: Christina Marez, City Secretary

SUBMITTED BY: Christina Marez, City Secretary

DATE SUBMITTED: January 23, 2020 FOR THE AGENDA OF: February 10, 2020

Procurement and Funding Statement:

Not applicable

Attachments: Ordinance

Summary Statement:

This ordinance calls the May 2, 2020 General Election as required by State Law. It establishes polling places and appoints judges and clerks.

The Council Member Places up for election are as follows:

Place 3	Chuck Williamson
Place 4	Cathy Kuehne
Place 5	Mike White

Recommendation:

Motion to approve the second reading of an Ordinance calling for a General Election to elect the expired terms of the Council Members Places Three, Four, and Five for the City Council of the City of Lampasas, Texas to be held on the 2nd day of May, 2020; Providing for polling times and places; Providing for Early Voting; and Providing for Bilingual Election materials

ORDINANCE NO. _____

AN ORDINANCE CALLING FOR A GENERAL ELECTION TO ELECT THE EXPIRED TERMS OF THE COUNCIL MEMBERS PLACES THREE, FOUR, AND FIVE FOR THE CITY COUNCIL OF THE CITY OF LAMPASAS, TEXAS TO BE HELD ON THE 2ND DAY OF MAY, 2020; PROVIDING FOR POLLING TIMES AND PLACES; PROVIDING FOR EARLY VOTING; AND PROVIDING FOR BILINGUAL ELECTION MATERIALS

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

- I. That in accordance with the provisions of the law, the City Council hereby orders an election for Councilmembers Places Three (3), Four (4) and Five (5) of the City Council of the City of Lampasas, Texas, be held on Saturday, May 2, 2020, and the following provisions are made thereof:
 - A. Said election shall be held at the Lampasas County Elections Administrator Office, 407 S. Pecan Street, Suite 102, Lampasas, Texas and Kempner Fire Training Center, 315 Pecan Street, Kempner, Texas
 - B. Elke White is hereby appointed Presiding Judge and Donnis Self as Alternate Presiding Judge; said Presiding Judge shall appoint the necessary clerks to assist her, which shall not exceed five clerks.
 - C. The election polls shall be open between the hours of 7:00 A.M. and 7:00 P.M.
 - D. All notices, instructions, directions and election ballots shall be printed and distributed in the English and Spanish languages.
 - E. Mark Bishop, Elections Administrator, is hereby appointed clerk for early voting, Susie Miller as deputy clerk and the following persons are hereby appointed clerks for early voting:

Janet Walsh, Clerk
Elke White, Clerk
Donnis Self, Clerk
Joy Melder, Clerk
Erlinda Moreno, Clerk, Bilingual
Victoria Dragoo, Clerk, Bilingual

Early voting for such election shall be held at the Lampasas County Elections Administrator Office, located at 407 S. Pecan, Suite 102, in Lampasas, Texas, and said place of early voting shall remain open for at least eight hours on each day for early voting which is not a Saturday, Sunday or an official state or City holiday, beginning on April 20, 2020 and ending on April 28, 2020. Said place of voting shall remain open between the hours of 8:00 A.M. and 5:00 P.M. on each of such days for early voting except for the following dates: Tuesday, April 21, 2020, and

Tuesday, April 28, 2020. On these said dates the place of voting shall remain open between the hours of 7:00 A.M. and 7:00 P.M.

F. The Early Voting Clerk’s official address is 407 S. Pecan, Suite 102, Lampasas, Texas 76550.

G. The Early Ballot Board is hereby appointed as follows:

Presiding Judge	Mark Bishop
Member	Harvey Farish
Member	Debra Farish

H. That said election shall be held in accordance with the Election Code of the State of Texas and only resident, qualified voters of said City shall be eligible to vote at said election. All applicable provisions of the National Voting Rights Act, and amendments thereto, shall be complied with.

I. That the City Secretary shall give Notice of said election by posting notice in each of the election precincts of said City which posting shall be done not less than 21 days prior to date fixed for said election.

J. That the City Secretary shall cause notice to be posted according to the requirements of VATCS, Election Code Sec. 4.003.

K. That immediately after said election is held, the officer holding the same shall make returns of the result thereof to the Mayor of this City as is required by the Election Code of the State of Texas.

2. This Ordinance shall be effective from and after its passage, and the Elections Administrator is hereby directed and authorized to take such steps as are necessary to accomplish said election.

PASSED AND APPROVED this _____ day of _____, 2020.

Date of 1st reading: _____

Date of 2nd reading: _____

Misti Talbert, Mayor

ATTEST:

Christina Marez, 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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City of Lampasas

M E M O

To: Mayor and City Council
 From: Finley deGraffenried
 Re: Manager's Report
 Date: 6 February 2020

- CTWSC On February 4th, the CTWSC Board of Directors approved a motion out of executive session authorizing the filing of an appeal on the 169th Bell County District Court's decision. The District Court ruled in favor of Kempner Water Supply and the City of Lampasas regarding the change in billing methodology CTWSC attempted to impose. The Board additionally authorized Lee Kelley, General Manager, and Charlie Olsen, Counsel, to negotiate terms related to attorney's fees and O&M allocation. Lampasas staff were not allowed to attend executive session but voted against the motion nonetheless. Staff also encouraged dialogue rather than court action to reach a resolution.
- Depository Linda Patterson, Investment Advisor, is preparing an RFP for the City depository. Every 5 years the City must competitively procure banking services within the guidelines of the Public Funds Investment Act. The Depository must have pledged security for 105% of the City's balance in addition to other service requirements.
- CIP The CIP Committee met on February 6th to review CO projects and progress compared to previous reports. The Committee reviewed planning themes for Public Facilities, Public Works, and Technology. Their next meeting will be held on February 20th at the Hostess House.
- TxDOT TxDOT planning representatives were in town on the 3rd to meet with staff regarding the South 281 improvements as well as progress on the relief route study. The previous TxDOT Planner has left the Department, and the interim planner, Chris Graf, stated the initiation of the relief route feasibility study would be postponed until a permanent planner is named. Staff also discussed potential improvements to Naruna Road at 281 and the possibility of creating a left and right turn lane for eastbound, Naruna traffic.
- Planning Commission The Planning Commission met on the 6th and heard updates on several items Council has also been discussing. Commission members discussed the possible implementation of form surveys as a requirement for new construction and additions. Generally, members indicated support of the process, and viewed the survey as protection for the homeowner and City. The Commission also heard an update on the zoning amendment process for podium buildings in a Planned Development overlay. The amendments would create the path for a horizontally separated building similar to the concept provided for 707 Pecan. Staff also shared the Landscaping presentation with the Commission.

Business Park January 30th staff met with Eckermann Engineering to review utility, drainage and road design for Phase 1 of the Business Park Development. The current design is a 90% plan, and should be stamped after review by the LEDC Board on February 19th. The plan includes access from 183, south of Lampasas Monument and from the Old Austin Road, and 8, 3-5 acre sites. Water and sewer will be available to all sites and the roadway is designed at a 40 foot width.

CPAC Just a reminder that the Comprehensive Plan Committee will be meeting with representatives from City Council and the Planning Commission on Thursday to review the Comprehensive Plan Vision Statement and Public Engagement Chapter. Halff is currently finalizing the Future Land Use Chapter and is planning on engaging attendees to finalize the thoroughfare plan at the meeting. Staff will send out drafts of Chapters 3 and 4 when available.

Summer Prep ERCOT and all major generators and transmission utilities are preparing for peak summer loads. The current reserve is estimated at 10%, up from 7.5%-8% last summer. In coordination with ERCOT utilities are also scheduling planned shutdowns for maintenance before or after the summer peak cooling-day months, which may increase congestion in those shoulder seasons.

BRA Meeting Attached is a meeting invitation from the Brazos River Authority to discuss water supply projects, planning, dam maintenance and state flood planning. The meeting will be held in Woodway on Thursday February 27th, at 10:30 a.m. Staff is happy to coordinate your RSVP if you wish to attend.



Brazos River Authority



January 30, 2020

Mr. Finley deGraffenried
City Manager
City of Lampasas
312 E. Third St.
Lampasas, Texas 76550

Dear Mr. deGraffenried:

The Brazos River Authority (BRA) would like to invite you and your guests to attend our "State of the Basin" meeting. The intent of this meeting is to share current information concerning BRA projects, initiatives, and issues. The State of the Basin meeting will begin at 10:30 a.m. on Thursday, February 27, 2020, at the Pavilion on the grounds of the Carleen Bright Arboretum located at 1 Pavilion Way, Woodway, Texas 76712.

The tentative agenda and focus of the State of the Basin meeting includes discussion of BRA water supply projects and planning, dam maintenance, risk assessment, and updates on environmental issues and state flood planning. Lunch will be provided by the BRA following the presentation.

As we have in the past, we will also host our traditional annual customer meetings at three different locations throughout the basin. These meetings will be more focused on the proposed Fiscal Year 2021 budget and will be conducted in late May or early June. A subsequent invitation for these meetings will be forthcoming in a few months.

In summary, the BRA values your input and is excited to provide another forum for interaction and for you to ask questions. We look forward to seeing you on February 27. Directions to the Pavilion at the Carleen Bright Arboretum venue are enclosed for your convenience.

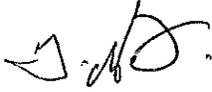
Please complete and return the enclosed reply slip via fax (254/400-2180), e-mail (Kathy.Dickson@brazos.org), or mail by February 17 so that we can make arrangements for lunch. If you have any questions, please feel free to call any of the listed points of contact on the reply slip. We look forward to seeing you at the State of the Basin meeting.

Sincerely,

DAVID COLLINSWORTH
General Manager/CEO

DC:cd
Enclosures

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City Manager

ITEM NO. 71

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

Subject:

Submission of the 2019 Lampasas Police Department Racial Profile Report.

Requested By: Sammy Bailey, Police Chief

Submitted By: Sammy Bailey, Police Chief

Date Submitted: January 27, 2020

For the Agenda of: February 10, 2020

Procurement and Funding Statement:

N/A

Attachments: 2019 Racial Profile Report

Summary Statement:

The Chief of Police of the Lampasas Police Department is required by state law to submit an annual Racial Profile report of the information collected to the Texas Commission on Law Enforcement and the governing body no later than March 1st each year. The information was submitted to the Texas Commission on Law Enforcement on January 27, 2020 and to the City Council of Lampasas on February 10, 2020.

Recommendation:

The Lampasas Police Department believes it is our legal and moral responsibility to act just in all instances and with all persons. The department has zero tolerance for Racial Profiling and follows the law and department policy to prohibit racial profiling. Racial Profiling is see as an activity that violates public trust that is vital to our efforts to effective policing.



January 27, 2020

Honorable Mayor Talbert and Members of the Lampasas City Council,

In 2001, the Texas Legislature, in an attempt to address the issue of racial profiling in law enforcement, passed the Texas Racial Profiling law. On September 1, 2009, legislative revisions were made to the law including eliminating the requirement to complete a checklist of pedestrians, adding Middle Eastern to the designation for race, and requiring submission of specific statistical data to TCOLE beginning 2011.

The Texas Legislature since has made several changes to the required racial profiling report. These changes apply to the report to be submitted by March 1, 2019 and subsequent years. The main changes: (1) there is no longer a partial exception for agencies that have in-car cameras, and data must be collected for all traffic stops, including those where a verbal or written warning is issued, and other information relating to the stop is required. This now requires a Tier 2 form rather than the Tier 1.

This year's Racial Profiling Report contains the Tier 2 form, proof that the Annual Racial Profiling Report was submitted on line to the Texas Commission on Law Enforcement, as it relates to motor vehicle stops contact data, statistical analysis of vehicle motor stops compared to gender and ethnic population of our agency's reporting area, and a statement of no racial profiling complaints made against the Lampasas Police Department. The Lampasas Police Department modified and included all additional requirements to the department Racial Profiling. We have a brochure in the front lobby of the police department regarding our complaint process and caused the information on the City website to be updated.

All employees of the Lampasas Police Department are trained in regards to the laws and department policy prohibiting racial profiling in compliance with the law and the Texas Commission on Law Enforcement (TCOLE).

As mentioned, part of the racial profiling submission requirement is a separate document containing a statistical analysis of our motor vehicle stops compared to gender and ethnic population of the agency's reporting area. This data is included with this report and provides statistical data relevant to contacts made during the course of motor vehicle stops, between 01/01/2019 and 12/31/2019. In addition, the TCOLE Tier 2 form, which is required to be submitted to TCOLE by March 1 of every year has been submitted. A copy of the submission information is included with this report. The data in this report has



been analyzed and compared to data derived from the U.S. Census Bureau's 2010 population. Given the Census data does not contain the information relevant to provide an accurate conclusion, as it contains city resident population only, this population count could include those that do not drive, it does not take into consideration those drivers that do not live in the city limits, nor does it take into consideration the heavily traveled roadways of the City of Lampasas.

We would like for the City Council of Lampasas and our Community to know that we are servants of our community. We believe in good and just service to all. We strive to provide quality service and work in partnership with our community to ensure that all feel safe in our presence and in our community, regardless of what is going on in the world around us. We recognize that racial profiling only alienates citizenry from law enforcement, it hinders community policing efforts, and causes a loss of trust and credibility among the very people that we took an oath to serve, protect, and partner with to keep Lampasas safe.

We know the only way to address this is to have a culture that does not accept this and have a strong policy against racial profiling to maintain an environment against discrimination toward anyone, which we do. The findings in this report serve as evidence of the Lampasas Police Department's commitment to comply with the Texas Racial Profiling law.

Respectfully Submitted,

A handwritten signature in blue ink that reads "Sammy Bailey".

Sammy Bailey

Chief of Police

Racial Profiling Report

Agency Name: LAMPASAS POLICE DEPARTMENT

Reporting Date: January 2019 - December 2019

TCOLE Agency Number: 281201

Chief Administrator: CHIEF SAMMY BAILEY

Agency Contact

Phone: (512)556-3644

Email: SBAILEY@CITYOFLAMPASAS.COM

Mailing Address: 301 EAST 4TH STREET LAMPASAS, TX 76550

By submitting, the chief administrator affirms that the agency has a policy in place in accordance with Texas Code of Criminal Procedure §2.132, and that the policy:

(1) clearly defines acts constituting racial profiling;

(2) strictly prohibits peace officers employed by the agency from engaging in racial profiling;

(3) implements a process by which an individual may file a complaint with the agency if the individual believes that a peace officer employed by the agency has engaged in racial profiling with respect to the individual;

(4) provides public education relating to the agency's compliment and complaint process, including providing the telephone number, mailing address, and e-mail address to make a compliment or complaint with respect to each ticket, citation, or warning issued by a peace officer;

(5) requires appropriate corrective action to be taken against a peace officer employed by the agency who, after an investigation, is shown to have engaged in racial profiling in violation of the agency's policy adopted under this article;

(6) requires collection of information relating to motor vehicle stops in which a ticket, citation, or warning is issued and to arrests made as a result of those stops, including information relating to:

(A) the race or ethnicity of the individual detained;

(B) whether a search was conducted and, if so, whether the individual detained consented to the search;

(C) whether the peace officer knew the race or ethnicity of the individual detained before detaining that individual; and

(D) whether the peace officer used physical force that resulted in bodily injury, as that term is defined by Section 1.07, Penal Code, during the stop;

(E) the location of the stop; and

(F) the reason for the stop; and

(7) requires the chief administrator of the agency, regardless of whether the administrator is elected, employed, or appointed, to submit an annual report of the information collected under Subdivision (6) to:

(A) the Texas Commission on Law Enforcement; and

(B) the governing body of each county or municipality served by the agency, if the agency is an agency of a county, municipality, or other political subdivision of the state.

Executed by: CHIEF SAMMY BAILEY

Date: 01/21/2020 07:48

LAMPASAS POLICE DEPARTMENT Racial Profiling Information

Total stops: 5176

1. Gender

CCP 2.133(b)(1)(a)

1.1 Female: 2033

1.2 Male: 3143

2. Race or Ethnicity

CCP 2.132(a)(3), 2.132(b)(6)(A), 2.133(b)(1)(B)

2.1 Black: 397

2.2 Asian / Pacific Islander: 75

2.3 White: 3698

2.4 Hispanic/Latino: 1004

2.5 Alaska Native/American Indian: 2

3. Was race or ethnicity known prior to stop?

CCP 2.132(b)(6)(C)

3.1 Yes: 230

3.2 No: 4946

4. Reason for stop?

CCP 2.132(b)(6)(F), 2.133(b)(2)

4.1 Violation of law: 20

4.2 Pre existing knowledge: 16

4.3 Moving traffic violation: 3663

4.4 Vehicle traffic violation: 1477

5. Street address or approximate location of the stop

CCP 2.132(b)(6)(E), 2.133(b)(7)

5.1 City street: 1581

5.2 US highway: 3542

5.3 County road: 1

5.4 State Highway: 2

5.5 Private property or other: 50

6. Was a search conducted?

CCP 2.132(b)(6)(B), 2.133(b)(3)

6.1 Yes: 263

6.2 No: 4913

7. Reason for Search?

7.1 Consent: 76

CCP 2.132(b)(6)(B), 2.133(b)(3)

7.2 Contraband in plain view: 8

CCP 2.133(b)(5)(A)

7.3 Probable cause: 110

CCP 2.133(b)(5)(B)

7.4 Inventory: 22

CCP 2.133(b)(5)(C)

7.5 Incident to arrest: 47

CCP 2.133(b)(5)(C)

8. Was Contraband discovered?

CCP 2.133(b)(4)

8.1 Yes: 158

8.2 No: 105

9. Description of contraband

CCP 2.133(b)(4)

9.1 Drugs: 132

9.2 Currency: 0

9.3 Weapons: 3

9.4 Alcohol: 15

9.5 Stolen property: 2

9.6 Other: 6

10. Result of the stop

10.1 Verbal warning: 0

CCP 2.133(b)(8)

10.2 Written warning: 3422

CCP 2.133(b)(8)

10.3 Citation: 1510

CCP 2.133(b)(8)

10.4 Written warning and arrest: 0

10.5 Citation and arrest: 203

10.4 Arrest: 41

CCP 2.133(b)(6)

Arrest Total: 244

11. Arrest based on

CCP 2.133(b)(6)

11.1 Violation of Penal Code: 162

11.2 Violation of Traffic Law: 23

11.3 Violation of City Ordinance: 3

11.4 Outstanding Warrant: 56

12. Was physical force resulting in bodily injury used during stop?

CCP 2.132(b)(6)(D), 2.133(b)(9)

12.1 Yes: 1

12.2 No: 5175

2019 Lampasas Police Department Racial Profiling Report



national origin profiling should file a complaint. We have a brochure in our lobby and a complaint module on the city website.

RACIAL PROFILING

The Lampasas Police Department (LPD) prohibits the practice of racial profiling and has established policies, provided training to its officers, and instituted a process to monitor traffic stops via car recording systems and body cameras. This is written in LPD policy and procedures. Chief of Police Sammy Bailey submitted the Racial Profiling Report to the Texas Commission on Law Enforcement on January 27, 2020.

STATISTICS SUMMARY

Lampasas Police Department conducted 5176 traffic stops in 2019, 257 more stops than in 2018. Traffic stops were most often the result of a moving violation (3663), and searches were conducted on 263 stops with no search on 4913 stops. Contraband was found 158 times and none found 105 times. 244 arrest were made as a result of the stop or search. Physical force was involved 1 time during the 5176 traffic stops.

FILING COMPLAINTS

There were no racial profiling complaints against any member of the LPD during this reporting period.

DEPARTMENT FOLLOWS TEXAS CODE OF CRIMINAL PROCEDURES 2.132 Any person who believes he or she has been stopped, searched, or inappropriately ticketed or arrested based on racial, ethnic or

LAMPASAS DEMOGRAPHICS COMPARISON 2019

	Lampasas Census	Percent	2019 Racial Profiling	Percent
Population	6,681		5176	
Caucasian	5,458	81.7%	3698	71.4%
African American	102	1.53%	397	7.7%
Hispanic	1025	15.4%	1004	19.4%
Asian	49	0.70	75	1.4%
Native American	47	0.67	2	.0%
Middle Eastern	0	0.00%	0	.0%
Total Percentage	100%	100%	5176	100%

LAMPASAS DEMOGRAPHICS COMPARISON 2018

Race/Ethnicity	2018 Contacts		Population 6681 Vs. Contacts		Population Contact
	N	%	2010 N	Census %	
City of Lampasas					
Caucasian	3584	73%	4870	73.00	2017 estimate 7413
African American	343	7.0%	102	1.5	5001
Hispanic	910	18.5	1641	24.5	243
Asian	78	1.5%	49	0.73	2027
Native American	4	0.0	19	0.27	142
Middle Eastern	0	0.0%	0	0.0	0
Total	4919	100%	6681	100%	7413

Baseline: City of Lampasas demographics from the 2010 Census does not accurately reflect the driving population of the City of Lampasas.

DRS RACIAL PROFILING REPORT LIST

FOR ALL RACIAL PROFILING ISSUES, INCLUDING SUPPORT, CONTACT TCOLE:

- 512-995-7111
- 512-995-7114
- RACIALPROFILING@TCOLE.TEXAS.GOV

THE REPORTING PERIOD FOR THE PREVIOUS YEAR BEGINS ON JANUARY 1 OF THE CURRENT YEAR AND ENDS ON MARCH 1 OF THE CURRENT YEAR

[Edit Current Racial Profiling Report](#)

View: 10 per page ▼

YEAR	Form Type	Executed By	Title	Create Date	Modified Date
2019	Full Report	Jessica Bailey	Chief of Police	7/27/2021	

The Lampasas Police Department is dedicated to providing exceptional service to its employees and citizens. Police employees are carefully selected, held to the highest standards, and provided with the best training available.

We are interested in the welfare of all citizens and in taking immediate action when our employees have proven derelict in their duties, or are guilty of wrongdoing. If it becomes necessary for you to make a complaint, you can be assured that it will be given a fair and thorough investigation.

For Additional Information

Please contact Lampasas Police Department's on-duty supervisor at (512) 556-3645.



"Lampasas is a family focused community known for valuing historic traditions while planning for the future. It is a safe, livable city with a healthy economy that recognizes the importance of working with citizens and local partners."

Lampasas Police Department

Mission:

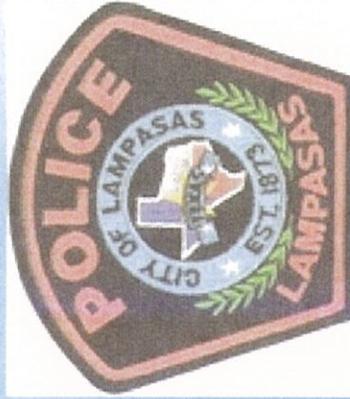
The Lampasas Police Department is directed to preserve law and order and enforce our society's laws and ordinances. It is our mission to create a high quality of life and provide a safe, secure and sanitary environment for the citizens of this community. Our goal shall be to make the City of a safer and better city in which to live, work and play.

Core Values

- We will hold the preservation of life as our most sacred duty.
- We will always strive to maintain the highest standard of honesty and integrity and will accept nothing less than the truth.
- We recognize that our mission is to enforce the laws of society. We will do so in a fair and impartial manner always remembering that our role is to resolve problems, not judge or punish.
- We will honor our police powers and be mindful that they are derived from the people we serve. We will not tolerate abuse of our authority.
- We will honor and uphold the public trust and be accountable to those we serve.
- We will respect and protect the constitutional rights of all citizens, treating them with courtesy and respect and using force only when necessary.
- We recognize that our personal conduct, both on and off duty, is inseparable from our professional reputation as individuals of the department.
- We recognize that the origin and responsibility for leadership rests within each member of the department, no matter what our rank or position.
- We will always strive to expand our personal and professional growth through continued education, training and involvement within our community.
- We will always remain accountable to one another, our department and the citizens we serve.

**RACIAL
PROFILING
COMPLAINT
PROCEDURES**

Lampasas Police Department
301 East 4th Street
Lampasas, Texas 76550
(512) 556-3645
www.lampasas.org/police



About Racial Profiling

Definitions

Racial profiling: A law enforcement-initiated action based solely on an individual's race, ethnicity, or national origin rather than on the individual's behavior or on information identifying the individual as having engaged in criminal activity. The term is not relevant as it pertains to witnesses, complainants, persons needing assistance, or other citizen contacts.

The prohibition against racial profiling does not preclude the use of race, ethnicity, or national origin as factors in a detention decision by a police officer. Race, ethnicity, or national origin may be legitimate factors in such a decision when used as part of a description of a suspect or witness for whom a police officer is searching.

Reasonable suspicion: Also known as articulable suspicion, suspicion that is more than a mere hunch, but is based on a set of articulable facts and circumstances that would warrant a person of reasonable caution in believing that an infraction of the law has been committed, is about to be committed, or is in the process of being committed, by the person or persons under suspicion. This can be based on the observations of a police officer combined with his or her training and experience, and/or reliable information received from credible outside sources.

Criminal Profiling: An investigative method in which an officer, through observation of activities and environment, identifies suspicious people and develops a legal basis to stop them for questioning.

Lampasas Police Department's
Racial Profiling Policy
Purpose

The purpose of this policy is to unequivocally state that racial and ethnic profiling in law

enforcement are totally unacceptable, to provide guidelines for officers to prevent such occurrences, and to rein-force procedures that serve to ensure public confidence and mutual trust through the provision of services in a fair and equitable fashion, and to protect our officers from unwarranted accusations when they act within the dictates of the law and Department policy.

A fundamental right guaranteed by the Constitution of the United States to all who live in this nation is to equal protection under the law. Along with this right to equal protection is the fundamental right to be free from unreasonable searches and seizures by government agents. Citizens are free to walk and drive our streets, highways, and other public places without police interference so long as they obey the law. They are also entitled to be free from crime, and from the depredations of criminals, and to drive and walk our public ways safe from the actions of reckless and careless drivers.

This department is charged with protecting these rights, for all, regardless of race, color, ethnicity, sex, sexual orientation, physical handicap, religion or other belief system. Officers shall conduct themselves in a dignified and respectful manner at all times when dealing with the public. Because of the nature of their business, law enforcement officers are required to be observant, to identify unusual occurrences and law violations, and to act upon them. It is the proactive enforcement that keeps our citizens free from crime, our streets and highways safe to drive upon, and that detects and apprehends criminals. Officers shall actively enforce city ordinances, state and federal laws in a responsible and professional manner, without regard to race, ethnicity or national origin. Officers are strictly prohibited from engaging in racial profiling as defined by this policy. This policy shall be applicable to all persons, whether drivers, passengers or pedestrians.

Prohibition: Police Officers of the Lampasas Police Department are strictly prohibited from engaging in racial profiling.

Complaint Process

Any person who believes that a police officer employed by the Lampasas Police Department has engaged in racial profiling with respect to that person may file a complaint with the Department, and no person shall be discouraged, intimidated, or coerced from filing such a complaint, or be discriminated against because they have filed such a complaint.

How do I file a complaint?

A person wishing to file a complaint should first contact a supervisor at the Lampasas Police Department. The supervisor will give you a Lampasas Police Department Personnel Complaint Form. If you are unable to come to the Lampasas Police Department, a form will be mailed to you.

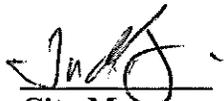
Complaints of misconduct must be filed within thirty days of the occurrence.

You are required to submit a complaint form with your signature. A notarized form is preferred but not required.

An investigation of the complaint will be conducted as thoroughly as possible.

"Our citizens are our most important resource"

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City ManagerITEM NO. 7.2

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

Subject:

Discussion and possible action regarding renewal of Access and Use Agreement between City of Lampasas Rodeo Arena and the Lampasas Riding Club

Requested By: Finley deGraffenried, City Manager

Submitted By: Chris Eicher, Park and Recreation Director

Date Submitted: February 5, 2020

For the Agenda of: February 10, 2020

Procurement and Funding Statement:

N/A

Attachments: Contract

Summary Statement:

By agreement, the Lampasas Riding Club is entitled, subject to Council approval, an additional one year extension. Council may also consider authorizing a longer term, by mutual agreement, if desired.

Recommendation:

Motion to authorize extension of the Access and Use Agreement for a term of 2 years.

ACCESS AND USE AGREEMENT FOR THE CITY OF LAMPASAS'
RODEO ARENA PROPERTY

STATE OF TEXAS
COUNTY OF LAMPASAS

§
§

§

ARTICLE I. PARTIES

This Access and Use Agreement for the City of Lampasas' Rodeo Arena Property (the "Agreement") is entered into on this the ____ day of _____ 20__ between the City Of Lampasas, Texas, a Home Rule Municipal Corporation, with a mailing address of 312 Third Street, Lampasas, Texas 76550 (hereinafter the "City"), and the Lampasas Riding Club, a nonprofit association duly created under the laws of the State of Texas, with a mailing address of _____, Lampasas, Texas, 76550 (hereinafter the "Riding Club"). The City and the Riding Club may be referred to jointly herein as the "Parties" and individually as a "Party."

ARTICLE II. PURPOSE OF AGREEMENT

The purpose of this Agreement is to provide for the administration, scheduling, operation and maintenance of youth and adult recreational and equestrian programs on the premises, facilities, and amenities owned by the City, located at the 580 Sports Complex (the "Premises," or the "Rodeo Arena Property") primarily for the benefit of the citizens of the City and the immediate surrounding area including, but not limited to, the members of the Riding Club. The Riding Club hereby acknowledges and agrees that the Premises and all improvements located thereon, whether currently existing or whether they are constructed or placed on the Premises in the future as set forth below in this Agreement, by the City or the Riding Club or another entity or person and regardless of which entity/individual provides the finances, labor and/or materials for construction or maintenance of such improvements on the Premises, including all buildings, fencing, infrastructure and facilities, will be used for youth and adult recreational and equestrian purposes. Further, the Riding Club recognizes and agrees that it shall be responsible for keeping the Premises open to all individuals and members of the public, not solely to those who are members of the Riding Club, subject to reasonable rules and reasonable fees for such use. The Riding Club will be responsible for complying with the provisions of this Agreement and for enforcing same, as applicable, with regard to any entity or individuals using the Premises during the Term of the Agreement.

ARTICLE III. PREMISES/RODEO ARENA PROPERTY

City hereby grants to the Riding Club the nonexclusive right to access, use, schedule, manage and conduct events of the Riding Club, subject to the terms and conditions contained in this Agreement, on the Rodeo Arena Property and associated facilities which is located at the 580 Sports Complex in Lampasas, Texas. The Rodeo Arena Property and associated facilities are generally shown on the diagram attached hereto as **Exhibit "A"** to this Agreement. In the event that the boundaries of Premises are materially changed in the future, or additional facilities are added to/or existing facilities are removed from the Rodeo Arena Property, Exhibit A shall be revised and approved by both Parties and the updated Exhibit A shall be dated, signed and appended hereto, to reflect such changes.

ARTICLE IV. CONSIDERATION/CITY PARTICIPATION

In exchange for the right to access and use the Premises, the Riding Club shall continuously maintain the Premises in a safe and sound condition, at its own expense, and shall keep the Premises and all improvements thereon in a clean condition, free of accumulations of dirt, trash, rubbish, unsightly

vegetation, vermin and debris, or other unsanitary matter. The Riding Club, at its expense, shall furnish all personnel, labor, materials, supplies, equipment, and professional services to perform all work and to take all action as shall be necessary to operate and maintain the Premises and all improvements thereon in a clean, attractive, and safe manner. Scheduling and conducting regular safety inspections of all improvements (permanent and/or temporary) located at the Rodeo Arena Property shall be the sole responsibility of the Riding Club to ensure the wellbeing and safety of the public present on the Premises as well as all attendees, participants and invitees at the Riding Club events.

On a quarterly basis during the Term of this Agreement, the Riding Club shall provide the City with an activity report detailing the number and type of events held by the Riding Club; the number of participants at each event; the number of volunteer hours required for the operation of the Premises and events held; the activities performed by the Riding Club to maintain the Premises; any expenditures made by the Riding Club related to maintenance of the Premises and improvements thereon.

The Riding Club shall be responsible for all utility costs including electric service and solid waste collection by contractor. The City shall provide at its cost, and shall not bill the Riding Club for any water or wastewater services provided to the Premises by City.

The City may, in its sole discretion and subject to availability at the time of need/request, provide manpower and equipment on an 'as needed basis' to the Riding Club to assist the Riding Club with maintenance needs of the Premises. If City personnel and equipment is not available, then the Riding club shall obtain such services from independent contractors or other sources, as needed to maintain the Premises in a good and safe condition at all times.

Subject to the Riding Club's By-Laws, the City may appoint two (2) individuals as 'members' of the Riding Club, who will attend Riding Club meetings and participate in Riding work and who will shall serve as liaisons to the City Council and provide a communication between the City and the Riding Club, as necessary or desired.

ARTICLE V. TERM OF AGREEMENT

The initial term of this Agreement shall be for a period of one (1) year, beginning on the _____ day of _____ 20____ and ending on the ____ day of _____ 20__, ("Initial Term") provided that either Party may terminate this Agreement by providing thirty (30) days written notice to the other Party, with the end of the Agreement being effective on the 31st day after the notice is received by the non-noticing Party. ("Termination") City and Riding Club shall have the option, upon mutual agreement, to renew this Agreement annually for two (2) additional successive one (1) year terms. ("Renewal Terms")

ARTICLE VI. IMPROVEMENTS BY THE RIDING CLUB

With the prior written approval of the City, but at no cost to the City, the Riding Club may cause to be designed, constructed and installed upon the Premises facilities and amenities which are consistent with the use of the Premises for youth and adult recreational and equestrian activities. The Riding Club understands and agrees that all improvements, buildings and facilities, exclusive of portable/temporary equipment and supplies, constructed or placed upon, under, or within the Premises by the Riding Club shall become and remain the exclusive and sole property of the City upon expiration or termination of this Agreement. No facilities or amenities may be constructed on the Premises by the Riding Club without the prior approval of the City related to design and location of the improvements.

When, in its sole discretion it is desirable and feasible, the City may assist the Riding Club in installing improvements on the Premises, by providing manpower, equipment and financing, subject to written terms and conditions as mutually agreed upon by the City and the Riding Club.

ARTICLE VII. USE OF RODEO ARENA PROPERTY/CITY PROPERTY

It is recognized by the Parties that the use of the Premises during youth and adult recreational and equestrian activities shall be determined by the policies, guidelines, rules and regulations developed and adopted by the Board of Directors of the Riding Club. Accordingly, the Parties agree that Riding Club shall control the scheduling of the use of the Premises, allowing opportunities for the use of the Premises by the general public as well as by the Riding Club. In addition to the policies and rules of the Riding club, all use of the Premises shall also be subject to the policies, rules, and regulations adopted and set forth by the City and administered by the City staff, as applicable for City property.

ARTICLE VIII. INSURANCE

The Riding Club shall obtain general liability insurance policy or policies in such amounts and providing such coverage as may be determined appropriate by the City. The Riding Club shall cause the City to be listed as an additional insured (or equivalent) on any general liability policy (ies) applicable to the Premises. The City shall maintain hazard insurance on the Premises.

ARTICLE IX. ACCESS AND USE BY GENERAL PUBLIC

The Riding Club hereby understands, acknowledges and agrees that members of the general public shall have the right to access and use any portion of the Premises for public use, subject to the scheduled activities, regulations and reasonable fees set by the Riding Club.

However, the Parties agree that the Riding Club may exclude the public from the Premises for the following purposes:

- 1.) Prior to scheduled events when such public use may be detrimental to preparations for the upcoming event.
- 2.) For Premises maintenance purposes.

ARTICLE X. SEVERABILITY

In case any one or more of the provisions contained in this Agreement shall for any reason be held invalid, illegal or unenforceable in any respect, such invalidity, illegal or unenforceable in any respect, shall not affect any other provision hereof, and this Agreement shall be construed as if such invalid, illegal, or enforceable provision had never been contained herein.

ARTICLE XI. NOTICE

All notices or other communications required under this Agreement may be affected either by personal delivery, in writing, or by certified mail, return receipt requested. Notice shall be mailed to the addresses designated herein or as may be designated in writing by the Parties from time to time and shall be deemed received when signed for as either a hand delivery or signed for as certified mail sent to the following addresses:

CITY: CITY OF LAMPASAS

Attn: Mayor Misti Talbert
Address: 312 E. 3rd Street
Lampasas, Texas 76550

With Copy to: Finley deGraffenried, City Manager
312 E. 3rd Street
Lampasas, Texas 76550

RIDING CLUB: LAMPASAS RIDING CLUB

Attn: _____, President

Address: _____

Lampasas, Texas 76550

ARTICLE XII. ATTORNEY'S FEES

If either Party is required to bring a court action to enforce the terms of this Agreement against the other, the prevailing Party shall reimburse the other for the attorney's fees, court costs and other costs incurred obtaining that relief. Prior to filing of a claim in court, the Parties agree to attempt to resolve any dispute between them by mediation, on reasonable terms agreed upon them, and as promptly as mediation can be arranged and held.

ARTICLE XIII. INDEMNIFICATION/HOLD HARMLESS

THE RIDING CLUB, ITS AGENTS, REPRESENTATIVES, EMPLOYEES, MEMBERS, VOLUNTEERS, OFFICERS, OR OTHERS WORKING ON BEHALF OF THE RIDING CLUB, AGREE TO FULLY AND COMPLETELY INDEMNIFY AND HOLD HARMLESS THE CITY, ITS OFFICERS, AGENTS, REPRESENTATIVES, EMPLOYEES, OR OTHERS WORKING ON BEHALF OF THE CITY, FROM AND AGAINST ANY AND ALL CLAIMS, LOSSES, DAMAGES, CAUSES OF ACTION, SUITS AND LIABILITY OF EVERY KIND, INCLUDING ALL EXPENSES, LOSSES, COSTS OF LITIGATION, COURT COSTS, AND ATTORNEY'S FEES, FOR ALL TYPES OF INJURY TO AND/OR DEATH TO ANY PERSON, OR FOR DAMAGE TO ANY PROPERTY, ARISING OUT OF OR IN CONNECTION WITH IT OPERATION OR CONTROL OF THE RODEO ARENA PROPERTY, THIS AGREEMENT AND ANY OF THE ACTIVITIES UNDERTAKEN BY THE RIDING CLUB PURSUANT TO THIS AGREEMENT. SUCH INDEMNITY AND HOLD HARMLESS SHALL INCLUDE AND APPLY TO THE CLAIMS LOSSES, DAMAGES, CAUSES OF ACTION, SUITS, OR LIABILITY THAT ARISE IN WHOLE OR IN PART FROM THE NEGLIGENCE OF THE RIDING CLUB, ITS EMPLOYEES, AGENTS, REPRESENTATIVES, MEMBERS, VOLUNTEERS OFFICERS, OR OTHERS WORKING ON BEHALF OF THE RIDING CLUB.

ARTICLE XI. MISCELLANEOUS

ENTIRETY OF THE AGREEMENT. This Agreement contains the entire Agreement of the Parties with respect to the matters covered herein. No other Agreement, statement or promise made by any Party, or to any employee, officer or agent of any Party, which is not contained herein shall be binding or valid, excepting a subsequent modification in writing executed by the parties to this Agreement.

WAIVER. No omission or delay on the part of either Party of due and punctual fulfillment of any obligation shall be deemed to constitute a waiver by the other Party of any of its rights to requires such due and punctual fulfillment of any other obligation hereunder, whether similar or otherwise, or a waiver of any remedy it may have.

GOVERNING LAW. In the event of any dispute arising under this Agreement, it is agreed by the Parties that the law of the State of Texas will govern the interpretation, validity, and effect of this Agreement without regard to the place or performance thereof. This Agreement shall be considered modified by the deletion of any of its terms of provisions which are necessary in order to conform with the law of any jurisdiction other than Texas to the extent that such deletion or deletions are necessary in order for the Agreement to be enforced in such other jurisdictions.

SOVEREIGN IMMUNITY. The Parties to the Agreement acknowledge and agree that nothing contained in this Agreement shall, in any way, abrogate or diminish any immunity that either entity has or may have under any applicable law.

CONSTRUCTION OF AGREEMENT. The Parties acknowledge that each, and if it so chooses, its legal counsel has reviewed this Agreement and that the normal rule of construction, to the effect that ambiguities are to be resolved against the drafting party, shall not be employed in the interpretation of this Agreement or its amendments or exhibits.

IN WITNESS HEREOF, this Agreement is executed on, this ___ day of _____20___.

CITY OF LAMPASAS

ATTEST:

Mayor Misti Talbert

City Secretary Christina Marez

LAMPASAS RIDING CLUB

ATTEST:

President

Name

Title


City ManagerITEM NO. 7.3

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

Subject:

Discussion and possible action regarding renewal of sanitation contract between City of Lampasas and Waste Connections

Requested By: Finley deGraffenried, City Manager

Submitted By: Finley deGraffenried, City Manager

Date Submitted: February 5, 2020

For the Agenda of: February 10, 2020

Procurement and Funding Statement:

N/A

Attachments: Contract

Summary Statement:

As previously reported, the Solid waste Contract by and between the City and Waste Connections will expire in May. Council is asked to consider extension of the contract as allowed under the same terms.

Recommendation:

Based on performance of the contractor, in light of potential disruption of services, staff recommends a motion to authorize staff to provide written notification to Waste Connections to extend the solid waste contract as allowed.

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City Manager

ITEM NO. 7.4

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

Subject:

Discussion and possible action regarding the award of a quote to Core & Main for \$25,666.00 to change out 626 water meters to the new radio read system.

Requested By: Van Sims, Water & Sewer Operations Manager

Submitted By: Rickie Roy, Public Works Director

Date Submitted: January 28, 2020 For the Agenda of: February 10, 2020

Procurement and Funding Statement:

The City of Lampasas requested quotes from multiple sources, we received 1 quote, and one "No Quote", and one "No Response".

Attachments: Contractor Quotes

Summary Statement:

The \$25,666.00 quote from Core & Main covers the labor to change out 626 manual read meters to our new radio read system.

Recommendation:

Staff recommends to award the quote to Core & Main to change out 626 water meters to our new radio read system in an amount not to exceed \$25,666.00 and allow the City Manager to execute any required documents.



Bid Proposal for LAMPASAS METER QUOTATION

CITY OF LAMPASAS
Job Location: Lampasas, TX
Bid Date: 01/16/2020
Core & Main 1191727

Core & Main
1601 South Wall St
Belton, TX 76513
Phone: 254-939-8998
Fax: 254-939-8889

Seq#	Qty	Description	Units	Price	Ext Price
10	676	T10 5/8X3/4 USG R900I PROCODER ED2B31RPWG11	EA	207.00	139,932.00
30	626	5/8X3/4 METER INSTALL SERVICE	EA	41.00	25,666.00
				Sub Total	165,598.00
				Tax	0.00
				Total	165,598.00

Branch Terms:

UNLESS OTHERWISE SPECIFIED HEREIN, PRICES QUOTED ARE VALID IF ACCEPTED BY CUSTOMER AND PRODUCTS ARE RELEASED BY CUSTOMER FOR MANUFACTURE WITHIN THIRTY (30) CALENDAR DAYS FROM THE DATE OF THIS QUOTATION. CORE & MAIN LP RESERVES THE RIGHT TO INCREASE PRICES UPON THIRTY (30) CALENDAR DAYS' NOTICE TO ADDRESS FACTORS, INCLUDING BUT NOT LIMITED TO, GOVERNMENT REGULATIONS, TARIFFS, TRANSPORTATION, FUEL AND RAW MATERIAL COSTS. DELIVERY WILL COMMENCE BASED UPON MANUFACTURER LEAD TIMES. ANY MATERIAL DELIVERIES DELAYED BEYOND MANUFACTURER LEAD TIMES MAY BE SUBJECT TO PRICE INCREASES AND/OR APPLICABLE STORAGE FEES. THIS BID PROPOSAL IS CONTINGENT UPON BUYER'S ACCEPTANCE OF SELLER'S TERMS AND CONDITIONS OF SALE, AS MODIFIED FROM TIME TO TIME, WHICH CAN BE FOUND AT: <https://coreandmain.com/TandC/>



Bid Proposal for LAMPASAS METER QUOTATION

CUSTOMER

CITY OF LAMPASAS
100 BROWN STREET
LAMPASAS, TX 76550

Job
LAMPASAS METER QUOTATION
Lampasas, TX
Lampasas County
Bid Date: 01/16/2020
Bid #: 1191727

CONTACT

Sales Representative
Christopher Spencer
(M) 254-744-5518
(T) 254-939-8998
(F) 254-939-8889
Chris.Spencer@coreandmain.com

Core & Main
1601 South Wall St
Belton, TX 76513
(T) 254-939-8998

NOTES

Becky Sims

From: Bryan Ellis <lsplumbingllc@gmail.com>
Sent: Friday, January 24, 2020 7:36 AM
To: Van Sims
Subject: Meter change out

EXTERNAL email: Exercise caution when opening.

Van,
Thank you for the opportunity to bid the meter change out project. Unfortunately after receiving the specifications this is not a project we are equipped to do. I would be more than happy to bid any plumbing work that you have.

Sincerely,
Bryan Ellis
LS Plumbing LLC

Installation Specs for Neptune AMR/AMI

1. INSTALLATION

a. Installation Sequence

Unless approved in writing by the City, Proposer shall complete at least 90 percent of the installations in a route before commencing installation on the next route. Further, unless approved in writing by the City, proposer shall complete at least 99 percent of the installation with the routes within a cycle before the City will release a second, subsequent, cycle for installation.

b. Installation Schedule

The City and Proposer shall establish an overall schedule for installation of the entire project. On the first work day of each week, Proposer will provide the City an updated schedule of where work is planned for the next 3 weeks.

c. Work Hours

1. Proposer shall propose normal work hours, which must be approved by the City
2. Installers must be available for evening and Saturday installations for installations that must be conducted at other times because of special customer needs.
3. Indicate the number of crews proposed for all installation periods, including evenings and weekend times

d. Daily Reports

A listing of all account names and addresses to be visited by Proposer's installers each day, whether by appointment or by canvass, shall be electronically transmitted to the City each work day prior to 8:30 a.m. At the end of each day, Proposer shall transmit electronically to the City a list of accounts where work was performed that day, in a City -approved file format. These reports are intended to assist City customer service staff in responding to customer inquiries. Further, Proposer must include a provision of a map of the area where the installer is currently working with the daily report.

e. 24-hour Customer Access

For 90 days after the City was notified of a given installation, Proposer must respond on a 24-hour-per-day basis to calls from the customer associated with that installation or from the City, concerning leaks, loss of service, low pressure, and other problems associated with installation. Proposer must respond within one (1) hour of receiving the call and arrive at customer's premises ready to correct any problems within three (3) hours of receiving the call. If Proposer fails to respond within these time limits, the City will assess liquidated damages of \$300 plus \$100 per hour until Proposer responds or makes repairs, plus the City's direct costs to make repairs. Such penalties and costs shall be deducted from the amount owed to Proposer. Proposer shall maintain a log of all such calls and their resolution, and provide to the City a copy of the log daily, using email or another mutually acceptable electronic means. Describe the procedures for response to customer problems.

f. City Project Manager

City will designate an employee or agent who will manage the project on behalf of the City. The function of this Project Manager is to coordinate with Proposer and promote compliance by Proposer with the specifications. The designation of a Project Manager shall not relieve Proposer of its full responsibility to comply with the terms of the Contract and/or all plans and specifications.

g. Installation Acceptance

1. Each installation will be accepted by the City conditioned upon:
 - i Electronic submission of a list of completed installations containing for that installation the premise identification number, address, old and new meter serial numbers, old and new meter readings, MIU serial number, installer's name, Proposer's inspector's name, and all other information relevant to the installation; and,
 - ii. At its option, satisfactory inspection by the City; and,
 - iv Confirmation that MIU ID numbers, meter register numbers, and other information have been correctly captured in the AMI control system database and/or the City's project management database for each customer's premises; and,
 - v Successful capture of 95 percent of the scheduled readings over 2 days for meters being read hourly or more frequently, or 95 percent of the scheduled readings over 5 days for meters being read less frequently. The readings shall be gathered by the City operating the AMI system in a normal way.

h. Installation Conditional Acceptance

If the City does not fulfill its obligations to inspect, obtain confirming reads, and validate installation data within 7 calendar days of being notified of the installation, through no fault of Proposer, then such installation shall be deemed by the City to be conditionally accepted; and the City shall pay Proposer. However, if the City subsequently finds discrepancies in the conditions of acceptance for 12 months after the date it was notified of installation, the City shall debit the payments from any amounts owed to Proposer, and remand the work to Proposer for correction.

i. Automated Project Control Process.

Proposer should utilize an automated installation information management process, so that little or no information has to be captured or entered manually. The system should use electronic tags, bar coding, or the similar means to capture equipment identification numbers. The system shall have a redundant backup process, so that all information is preserved in the event of a breakdown in the primary system. The system should enable the correction of any incorrect information pertaining to meter or service size, meter type, meter location, address, etc. Proposer shall describe in detail its project control system in the proposal, including flow charts.

j. No Solicitation

No Proposer, or its employees or agents, may solicit business from or perform work for the City's water customers while engaged on any contract associated with this project.

k. Proposer Staff

1. Contract Manager

Proposer shall designate a Contract Manager, who shall have the authority to handle and resolve any disputes or contract issues with the City. Disputes that cannot be handled at this level must be handled in accordance with the dispute section of the Contract.

2. Installation Manager

Proposer shall designate in the proposal an Installation Manager, who shall be responsible for managing the entire installation project on a day-to-day basis on behalf of Proposer and for seeing that all installations are carried out in a professional manner and in compliance with the procedures required by the system Proposer/manufacture; the City; and all other applicable local, state, and federal regulations. The Installation Manager should be onsite continuously throughout the duration of the project, except for holidays and vacations, during which Proposer shall provide a qualified substitute. The Installation Manager shall be experienced in supervising meter installation contracts, and familiar with applicable regulations and safe and proper installation procedures. The City shall approve the Installation Manager or a change in the Installation Manager

3. Installers

All Proposer's installation employees or subcontractors shall be fully trained by Proposer in the removal of existing meters and the installation of new meters and MIUs. They shall also be trained in retrofitting newer meters as requested by the City with AMI-compatible registers and MIUs, regardless of size. The City reserves the right to require Proposer to retrain, reassign, or remove from the project any employee or subcontractor who fails to perform workmanlike and competent work. In addition, all installation employees are required to comply with the local codes of the jurisdiction where the work is taking place.

4. Uniforms and Identification

Proposer's field personnel shall wear easily recognizable uniforms containing Proposer's name, as well as prominently displayed picture identification badges containing Proposer's name, employee name, title and signature, employee picture, and employee I.D. number. Employees shall also be issued and carry identification cards issued by the City. Proposer's employees who are no longer employed by Proposer shall be required to return their uniforms and identification cards immediately upon termination of employment. Proposer shall immediately notify the City of all such terminations and if identification cards were received from terminated employee

l. Items to be Supplied by Proposer

1. General

Proposer will supply the following components and aspects of installation: overall project management; training and direct supervision of installers; notifications to customers; appointment scheduling; problem solving and complaint handling; and inspection, testing, and quality control.

2. Tools and Materials

Proposer shall furnish all supplies, materials, tools, and equipment necessary for the successful and timely completion of AMI installations under this contract as specified herein.

3. Meter Vault Lids

The AMI system should be configured to obtain the maximum signal strength from MIUs installed in meter vaults. Proposer shall replace or retrofit (e.g., by installing brackets or drilling) all existing meter vault lids. All replacement lids should be a non-ferrous composite to facilitate radio transmissions. New meter lids should be of adequate strength for the load they must support, and must accommodate traffic loads if their location warrants it. Proposer shall discuss this design element in the proposal. All lid configurations and designs must be approved by the City before installation

4. Vehicles

Proposer shall be responsible for all vehicles it uses on the project. Proposer should provide service vehicles onsite stocked with common fittings and supplies needed for normal service restoration and/or replacement. Proposer's vehicles, including private vehicles used for the work, shall have the company logo prominently displayed on both sides of the vehicle. Any employee of Proposer or its subcontractors who drives a vehicle in connection with this project must have a valid driver's license for the class of vehicle being driven, and must be insured as set forth in the Insurance Requirements attached to this RFP.

5. Parking

The City requires that Proposer deploy vehicles to minimize parking problems and avoid blocking any streets. Proposer is required to follow all parking laws. Proposer shall be responsible for all parking violations

6. Field Communications

The City requires that all Proposer's installers, inspectors, and supervisory personnel be equipped with cellular phones or radios so that problems or questions can be addressed immediately and the Installation Manager can be contacted immediately if needed

m. Account Data and Installation Scheduling

1. Account Data File

Prior to the start of the installations, the City Project Manager will provide Proposer with an electronic file containing the information necessary to create work orders for meter/AMI installation. The City will provide Proposer with weekly updates to this file for routes where the AMI system has not yet been installed. For each meter, the data file will indicate the meter size, make and serial number, location and access notes, and the name and phone number that may be listed on the account

3. Appointment Scheduling (IF REQUESTED)

Proposer shall be responsible for scheduling and handling all installation appointments. The City desires that installation appointments be made with two-hour precision. Whenever

possible, Proposer shall notify customers of any changes in the schedule at least one day in advance of the original appointment. .

4. Customer Contacts

For those customers who receive the customer notice described herein and do not request an installation appointment, it is acceptable for Proposer to perform the installation without an appointment, assuming the installer has followed the outlined procedures. In this event and prior to beginning work, Installer will determine if the customer is home, and if so will advise the customer of a short-term water shut-off during the meter retrofit/replacement. At the completion of all installations, Installer will leave a card with Proposer contact information. In the event the customer refuses to allow the installation to proceed, Installer will document, at a minimum, the account number, address, date and time of attempt, name of Proposer employee who made the attempt, and the name of the customer spoken to, and the reason for refusal.

5. Inaccessible Meter

In the event a meter is obstructed or is not accessible, Proposer will make at least three attempts at any reasonable time within 30 days of encountering the inaccessible meter, to notify the customer to remove the obstruction or provide access to the meter. These attempts must be documented on the work order. After three documented attempts to change the meter, the Installation Manager may request the City Project Manager to schedule the retrofit. Proposer shall only be paid for completed installations and is expected to provide all reasonable support in resolving difficult installation situations.

6. Failed Attempts

For customers who have requested an installation appointment, Proposer shall notify the City if it is unable to secure an installation appointment with the customer. Proposer will be responsible for installation if the City secures an appointment within 30 days of receiving written or electronic notice from Proposer.

n. Installation Procedures

1. Ownership of register/meters

Ownership of all registers/meters shall rest with the City. If/when a register/meter is replaced, it will be returned to the City.

2. Procedures Approval

Proposer shall propose detailed scheduling and installation procedures to the City for approval prior to scheduling or commencing installations. The procedures should be designed to optimize the work of the Installers, the City field inspectors, and all other staff working on the project.

3. Work Order Processing

Proposer shall be responsible for ensuring that data transfer to and from the City's project control office is properly working before commencing any installations. The City desires access to Proposer's database and reserves the right to audit Proposer's installation database.

4. Work Orders

Completed work orders shall include: meter size and meter type, verification or correction of existing meter and account information, old meter serial number, final reading on old meter, new meter number, new meter register number, premises identification number, MIU ID number, reading on the new meter register, date and time of installation, name of Installer, and notice of any problems encountered or repairs made. All information requested on the work order must be completely filled out for the installation to be considered complete and eligible for payment. An electronic copy of all the work order information must be provided to the City Project Manager on a daily basis.

5. Site Conditions

Before, or at the time of installation, Proposer shall inspect the existing water meter setting, including piping and control valves. If Proposer determines that conditions are such that damage to the existing piping would result, the Installation Manager shall immediately contact the City Project Manager, and shall postpone installation at that site until the City Project Manager authorizes Proposer to proceed with the work.

6. Geopositioning Coordinates

For each meter installed in an outdoor vault, Proposer shall capture geopositioning coordinates with accuracy of one meter or better, using a geopositioning device. For each meter located inside a building, the Installer must manually enter the descriptive location of the meter into a hand-held data entry unit. Describe how Proposer intends to provide GPS data.

7. Repairs

At its option, the City may authorize Proposer to make any repairs necessary to install a meter to service lines or piping, order the customer to make such repairs, or undertake such repairs itself.

8. Old Piping

Old piping should not be grounds for the failure of the Installer to replace a meter designated for replacement. Only when old piping is leaking or deteriorated to a point that damage to it could reasonably be expected by changing the meter will poor piping be accepted as a reason for not replacing the meter. If such a condition is encountered, the City's Project Manager should be notified. The City Project Manager will arrange for an inspection by City field personnel, and the account will either be remanded to the City for repair, or Proposer will be instructed to proceed with the installation. If the account is remanded to the City for further action, Proposer is still required to install the meter and AMI equipment if the piping has been repaired or replaced within two months of the determination by the City that repairs are needed

9. Verifying Service Working

Installer shall use the outside hose bib, if available, to flush water line after installing a new meter to ensure the meter is registering properly and verify service restoration to the entire premises

10. Valves

If Installer cannot shut off water using the meter shut-off valve (details must be documented on a work order), he or she shall have the option of using a non-Freon-based freezing tool to restrict flow of water in the pipe. At no time shall Installer use crimping or cause any permanent injury to the plumbing to restrict water flow. If the shut-off valve cannot be located or is inoperable, Proposer shall notify the City Project Manager and the City will rectify the problem. At its option, the City may authorize Proposer to replace the nonworking valve.

If authorized by the City to replace a non-working valve, or to replace a shutoff valve that cannot be reopened, Proposer shall replace such valves following City rules, regulations and specifications. Replacement valves will be provided by the City. The City anticipates compensation to Proposer for replacing such valves in the amount of \$65.00 for the replacement of ¾" – 1" valves and \$75.00 for the replacement of 1½" – 2" valves or as negotiated

11. Plumbing Irregularities

Proposer shall report to the City Project Manager, prior to the installation of a meter, any internal meter and/or plumbing irregularities including but not limited to meters installed backwards and disconnected meters or any other indication of tampering such as magnets, if meter has been removed and replaced with connecting pipes; if there are illegal connections before a meter; if there are unmetered connections of a customer's plumbing to a service lateral, fire pipe, or water main; direct connects; or if there are any other violations of City regulations. Proposer shall not proceed with the installation of a meter until the City Project Manager has authorized such installation in writing.

Service line size Reimbursement per incident

(up to 10 feet of pipe)

Reimbursement per foot in excess

of 10 feet repaired

5/8" \$125 \$35/foot

¾" \$150 \$40/foot

1" \$175 \$45/foot

1 ½" \$400 \$55/foot

2" \$450 \$70/foot

o. Quality Control

1. Response to Complaints

Should Proposer receive a call or complaint from a customer or city regarding installation, Proposer shall immediately log the call, including caller's name, address, account number if available, date and time of call, nature of problem, and the action taken. Copies of all call logs shall be forwarded to the City's Project Manager not less than once per day.

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

SUBJECT:

SELECT AND ANNOUNCE POSSIBLE WINNER OF WEB SITE PHOTO CONTEST ENTRY.

REQUESTED BY: Monica Wright, Director of Information Systems

SUBMITTED BY: Monica Wright, Director of Information Systems

DATE SUBMITTED: February 3, 2020 FOR THE AGENDA OF: February 10, 2020

Expenditure Required: \$0.00

Available Funding: \$0.00

Attachments: Memo and January photo contest entries

SUMMARY STATEMENT:

The contest winner, if selected, will receive a City of Lampasas recyclable grocery tote and posting of their photo on the website.



RECOMMENDATION:

Staff would like to make the recommendation that you take into consideration the photo contest rules that state: "Any photos that tell part of the story or show the area of the city of Lampasas are eligible. Only photos taken within the city of limits of Lampasas will be considered. Buildings, landscapes, events and other City related scenes are all acceptable. Inappropriate material will be rejected. Pictures showing nudity or that are not viewable by a general audience are considered inappropriate. This is a photo contest. All images must be original photographs. The photo must have been taken by the contestant or a family member and all rights to the photo must be the property of the contestant or that family member. Digitally enhanced photos are acceptable. Any photo complying with the rules can be the monthly winner. The monthly winner is chosen by the City Council of the City of Lampasas. Winners receive a City of Lampasas recyclable grocery tote and posting of the photo on the City of Lampasas web site. Entries will be judged on visual appeal, color, content, and composition. Your photo can be taken with any type of camera, but we would prefer images converted to digital format (.jpg.) One photo entry per person per month."

Entry 1

Regina Morgan

Regina.morgan@gmail.com

“Reservoir” was taken at Hancock Springs in Lampasas, TX.





City Manager

ITEM NO. 7.6

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

Subject:

Discussion and approval of request regarding the annual known Special Events for the City of Lampasas during 2020.

Requested By: Sammy Bailey, Police Chief

Submitted by: Sammy Bailey, Police Chief

Date Submitted: February 4, 2020 For the agenda of: February 10, 2020

Procurement and Funding Statement:

N/A

Attachments: List of Special Events for the City of Lampasas 2020

Summary Statement:

Please see the attached lists of known annual events scheduled to occur in the city of Lampasas in 2020. These events may require street closure, police escort and/or police presence.

Recommendation:

To consider a motion to approve the list of annual events for 2020.

Special Events for the City of Lampasas 2020

1. **Bark For Life:** Date TBD; Held @ Campbell Park; McGruff & CPAAA members to attend (Contact Jessica Centunzi 512.525.0558)
2. **LTX – BBQ Fest:** April 3rd, Taster’s Choice 6p-9p; April 4th @ 580 Sports Complex
3. **Riata Round-Up Festival:** April 23-26, 2020 @ 580 Sports Complex
4. **Courtyard Square Garage Sale:** April 25, 2020. The 500 block of East 3rd Street will be closed from 6am – 3pm. Event will be 8a-3p (Contact Andy Berry 556-5434)
5. **Lampasas HS Graduation 2020:** May 22, 2020 (Contact Kristy Morua / Tricia Sneed). East Avenue B, from Chestnut Street to Western Street will be closed, unless moved to bad weather location.
6. **Texas 4000:** May 29 – 31; Campbell Park setup; Friday – Riders arrive from Austin; Saturday is Atlas 4000 Ride; Group leaves on Sunday (Contact Joe Corcoran 210.326.8892 / Diana Hodges 512.525.1871)
7. **First Baptist Church Vacation Bible School:** Last week of June 2020; PD will close Walnut Street from 3rd St to 4th St from 5p-9p
8. **Sulphur Creek Car Cruise:** June 13, 2020 from 8am-4pm. W.M. Brook Park. Close park.
9. **Spring Ho Festival:** July 6-12, 2020.
 - a. **Monday July 6th** – Spring Ho Beauty Pageant at Lampasas High School
 - b. **Wednesday July 8th** – Spring Ho **Fireworks:** South Hwy 281 from Key Ave to EE Ohnmeiss Drive will be closed from 8:30pm to 10:30pm
 - c. **Friday July 10th** – Close the Down Town Square area for annual **Pet Parade** from 8am-10am. Close the Down Town Square area for Annual **Spring Ho Dance** from 6pm-2am.
 - d. **Saturday July 11th** – The **Spring Ho Grand Parade** will take the same route as in 2019, starting at the Old Middle School at North Avenue & Western Street, and ending at Avenue G & Hackberry. Streets in the Down Town area will be closed for the parade from 9:15am to 11:30am. **Parade start time changes from 11:00 a.m. to 10:00 a.m. this year.** The Down Town area will be closed from 6pm-2am for the Saturday night Dance.
 - e. **Saturday July 11th** – **New event:** Horrell Higgins Feud Reenactment -- Downtown Square @ 1pm. Roads will be opened for traffic to disperse, then Third street from Western to Pecan and Liveoak from the Bank exit to 4th Street will be closed.
10. **Toughest 10K in Texas:** Saturday July 11, 2020, South Hwy 281 from Key Avenue to Hancock Park will be closed until the runners reach Broad Street. The road will then be reopened. Runners will run North on Broad Street to North Avenue and then take the same route in the West part of Lampasas as in previous years. Chamber of Commerce Event.
11. **XFX & LTP Spirit Club Escort:** The Police & Fire Departments will provide escorts for the XFX & LTP Spirit Clubs. The escorts will be on Thursdays at 6:30pm at the start of Football season and ending at the end of Football season. The escorts will start at the Square and travel West on 3rd Street to Chestnut. Travel North on Chestnut to Avenue B. Turn East on Avenue B to Western Street. Turn South on Western Street to 3rd Street. Turn East on 3rd and return to the square. (Adult Contact: _____)
12. **Lampasas Badger Friday Night Home Football Games:** East Avenue B, from Chestnut Street to Western Street will be closed from 5pm-11pm throughout the 2020 Badger Football season. (Contact Cathy Hooper 512.564.2316)
13. **Badger Homecoming Parade:** Parade will start at E Avenue B and Western Street. Parade will travel West on Ave B to Chestnut Street. Parade will turn South on Chestnut to East 3rd Street. Turn east on 3rd Street and travel to the square or vice versa. PD & FD units will escort the parade. (Contact Elma Garnett at LHS).
14. **Classics at the Classic:** September 12, 2020 ; Storm’s Drive In; PD will close Chestnut Street from Ave A to Ave B from 9a-3p (Contact Sharon Carrigan 512.734.5180)
15. **Fall Festival:** Saturday October 10, 2020. Streets to be closed are the 400 & 500 blocks of East 3rd Street, and Live Oak Street from 2nd Street to 4th Street.
16. **Artober Fest:** (Emailed Robin Gradel @ robingradel@hotmail.com on 01/28/20). Campbell Park.
17. **BBQ for Books:** Monday October 26, 2020 South bound lane only of Main Street from 1st Street to 2nd Street will be closed from 10am – 2 pm for the safety of those handing out plates.
18. **Squared Silly:** Saturday October 31, 2020. Down-town area will be closed from 3:00pm-9m. (This does not include East 4th Street). Event starts at 5:00 p.m.
19. **Courtyard Square Garage Sale:** November 07, 2020. The 500 block of East 3rd Street will be closed from 8am-3pm. (Contact Andy Berry 556-5434). Closed at 5:00 p.m.

- 20. Carol of Lights & Parade of Lights:** December 05, 2020 @ 10am-7pm. Streets to be closed are the Down Town Square area at 5:00 a.m. From Western to Pecan on Third, Liveoak from the bank exit to 4th street. The parade starts 6:30pm at North Ave & Western Street, going West on North to Chestnut Street. Turn South on Chestnut to 3rd Street. Turn East on 3rd Street to Pecan Street. Parade ends at this point.
- 21. Christmas on the Creek:** December 12, 2020; PD will assist FD escort Santa to the park

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City Manager

ITEM NO. 7.7

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

Subject:

Discussion and possible action regarding use of Guthrie Funds for Library Park Project.

Requested By: Guthrie Committee

Submitted By: Shanda Subia, Library Director

Date Submitted: February 5, 2020

For the Agenda of: February 10, 2020

Procurement and Funding Statement:

We are requesting up to \$50,000 of \$101,564.17 available in the Guthrie Fund.

Attachments: Quote from Barco Products for picnic tables, benches, and trash receptacles; quote for treehouse; photo of sample treehouse plaque area; treehouse plan/drawing

Summary Statement:

The Library Foundation has been working on a library beautification project. The City has installed sidewalks, and now the Library Foundation is ready to proceed with the remainder of the project. The project entails some concrete work and limestone pavers, as well as picnic tables, a couple of benches, trash receptacles, a few plantings, a treehouse, and some steel art. All of this will be in the park area to the east of the library. The Library Foundation would like to use some of the Guthrie funds to purchase the treehouse, benches, picnic tables, and trash receptacles. The Library Foundation will be funding the remainder of the park project expenses.

Recommendation:

To consider a motion to approve the use of Guthrie Funds for the Library Park Project in an amount not to exceed \$50,000.

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City ManagerITEM NO. 7.8

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

Subject:

Discussion and possible action regarding approval, denial or approval with modifications the preliminary plat of Hillside Acres.

Requested By: Becky Sims, Zoning Administrator

Submitted By: Becky Sims, Zoning Administrator

Date Submitted: February 7, 2020

For the Agenda of: February 10, 2020

Procurement and Funding Statement:

Attachments:

Summary Statement:

The Preliminary Plat of Hillside Acres was approved by Planning and Zoning and City Council in April 2019. The Preliminary Plat approval expired in November 2019. The developer is ready to move forward with the development. There has been no changes to the Preliminary Plat. The development is 36 acres, 28 lots. It meets the Preliminary Plat requirements. The development will have city water and electric. Each lot will have their own septic system. The fire flow is adequate per TCEQ standards; which alleviates the need for the 13D Systems. If a water meter is located at less than 1200 feet the house will require a booster pump. The lots do not require curb and gutter as they all meet the 150 feet of frontage.

Planning and Zoning heard this request on Thursday, February 6, 2020 and recommend approval to Council.

Recommendation:

To consider a motion to approve, deny or approve with modifications the Preliminary Plat of Hillside Acres.

PRELIMINARY PLAT OF HILLSIDE ACRES A REPLAT OF A LOT 1, 2, 3 AND 4, HILLSIDE SUBDIVISION, IN THE E.T.J. OF THE CITY OF LAMPASAS, TEXAS

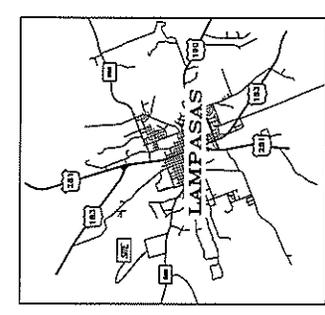
Remainder of
ROBERT B. WILKINSON & CHARLOTTE A.
(Called 244.57 ACRES)
VOL. 378, PG. 81 D.R.L.C.

LINE	DIRECTION	LENGTH
L1	N 87°20'57" W	103.83'
L2	S 03°31'47" W	69.28'
L3	N 03°31'47" E	70.15'
L4	S 02°45'28" W	24.68'
L5	S 80°12'27" W	32.88'
L6	N 17°33'10" W	21.13'

NO.	DELTA	RADIUS	ARC	CHORD	CHORD DIRECTION	CHORD DISTANCE
C1	9°25'14"	1482.52'	243.76'	N 82°36'09" W	243.48'	
C2	20°18'38"	100.00'	35.45'	N 07°23'51" W	35.26'	
C3	97°49'37"	90.00'	153.56'	N 31°19'39" E	135.60'	
C4	78°34'35"	90.00'	123.43'	S 60°30'16" E	113.98'	
C5	24°44'45"	110.00'	47.51'	S 08°50'36" E	47.14'	
C6	24°44'45"	90.00'	21.59'	N 08°50'36" W	21.43'	
C7	78°34'35"	30.00'	41.14'	N 60°30'16" W	37.99'	
C8	97°45'37"	30.00'	51.19'	S 31°19'39" W	45.20'	
C9	20°18'38"	160.00'	56.72'	S 07°23'51" E	56.42'	
C10	20°18'38"	100.00'	35.45'	S 07°23'51" E	35.26'	
C11	46°51'39"	90.00'	73.61'	S 05°52'39" W	71.57'	
C12	50°53'58"	90.00'	79.95'	S 54°45'28" W	77.35'	
C13	39°47'55"	90.00'	60.94'	N 80°23'36" W	59.79'	
C14	39°48'40"	90.00'	62.48'	N 41°06'18" W	61.24'	
C15	24°44'45"	110.00'	47.51'	N 08°50'36" W	47.14'	
C16	9°13'11"	1482.52'	238.56'	N 82°30'08" W	238.30'	
C17	20°18'38"	160.00'	56.72'	N 07°23'51" W	56.42'	
C18	97°45'37"	30.00'	51.19'	N 31°19'39" E	45.20'	
C19	78°34'35"	30.00'	41.14'	S 60°30'16" E	37.99'	
C20	24°44'45"	50.00'	21.59'	S 08°50'36" E	21.43'	

PLAT NOTES:

- TOTAL AREA 36.76 ACRES
- NO. OF LOTS 20
- USE RESIDENTIAL (SINGLE FAMILY)
- OWNER/DEVELOPER: 40 HOMES, LLC
LAMPASAS, TEXAS
- ELECTRICAL SERVICE PROVIDED BY THE CITY OF LAMPASAS.
- WATER SERVICE PROVIDED BY THE CITY OF LAMPASAS.
- SEWER SERVICE PROVIDED BY O.S.S.F.
- JANUARY 2, 1991.
- ALL LOTS BE WITHIN THE E.T.J. OF THE CITY OF LAMPASAS.
- ZONING ORDINANCE DOES NOT APPLY TO HILLSIDE ACRES DUE TO THE LOCATION WITHIN THE E.T.J.
- THIS TRACT IS SUBJECT TO THE SUBDIVISION ORDINANCES IN PLACE AT THE TIME OF THE PLAT (JULY 2010).
- BLOCK 2 IS DESIGNATED FOR DRAINAGE/RETENTION IMPROVEMENTS. THE LOT WILL BE DEDICATED TO THE LOCAL JURISDICTION WHO SHALL BE RESPONSIBLE FOR MAINTENANCE OF THE LOT.
- A 90-FOOT DRAINAGE/RETENTION EASEMENT ALONG THE REAR OF LOTS 11-14, BLOCK 1 IS RESERVED FOR DRAINAGE/RETENTION IMPROVEMENTS. THE OWNER OF EACH LOT SHALL BE RESPONSIBLE FOR MAINTAINING THIS DRAINAGE EASEMENT.
- IN CONFORMANCE WITH SECTION 79-9 OF THE CODE OF ORDINANCES, THE SUBDIVISION IS EXEMPT FROM THE REQUIREMENTS OF THE SUBDIVISION ACT IN THAT THE FOLLOWING CONDITIONS:
 - EACH LOT WITHIN THE SUBDIVISION MUST CONTAIN A MINIMUM FRONTAGE OF 150 FEET MEASURED ALONG THE BUILDING SETBACK LINE.
 - ANY LOT THAT BE PACKAGED TO BE A LOT FOR THE PURPOSE OF AGRICULTURE, SUBDIVISION OF LAND OR ANY OTHER USE OTHER THAN RESIDENTIAL MUST BE REPLACED WITH THE EASEMENTS SHOWN HEREON.
- PREVIOUS EASEMENTS DEDICATED BY PLAT WILL BE REPLACED WITH THE EASEMENTS SHOWN HEREON.



BEARINGS BASED ON TEXAS STATE PLANE COORDINATE SYSTEM, CENTRAL ZONE, NAD 83.

LEGEND:
 ● 1/2" IRON PIN SET
 ○ IRON PIN (FOR TIE)
 ○ BLOCK NO. (FOR TIE)
 ○ BUILDING SETBACK
 ○ DRAINAGE EASEMENT
 ○ PLAT RECORDS LAMPASAS CO
 ○ PLAT RECORDS LAMPASAS CO

THIS DOCUMENT WAS PREPARED FOR REVIEW PURPOSES ONLY AND SUBSTANTIALLY COMPLIES WITH THE CITY OF LAMPASAS, TEXAS SUBDIVISION REGULATIONS.

THIS DOCUMENT SHALL NOT BE RECORDED FOR ANY PURPOSE AND SHALL NOT BE USED OR VIEWED OR RELIED UPON AS A FINAL SURVEY.

CLTDE RLS NO. 4833
01/28/20

JOB NO. 180720
DRAWN: ADY
SHEET 1 OF 1

TRIPLE C SURVEYING CO.
 P.O. Box 54 (512) 845-4440
 1000 W. Highway 101, Lampasas, Texas 76850
 email: admin@triplesurveying.com
 www.triplesurveying.com Firm No. 10193916