

**NOTICE OF REGULAR MEETING OF THE GOVERNING BODY
OF THE CITY OF LAMPASAS, TEXAS
CITY COUNCIL CHAMBERS
302 E THIRD STREET
Tuesday, May 26, 2020
5:30 p.m. Workshop
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 Tuesday, May, 26, 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).

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

1. Call to Order Special Joint Workshop of the Governing Body of the City of Lampasas with the Lampasas Economic Development Corporation Board
2. Discussion regarding development and funding of business park improvements. *(pgs. 5-8)*
3. Adjourn Special Joint Session and convene into Workshop Session

WORKSHOP SESSION

4. Discussion regarding advertising and marketing Chamber of Commerce events. *(pgs. 9-10)*
5. Discussion regarding Commercial Parking in Residential Areas. *(pgs. 11-12)*
6. Discussion regarding intersection of East Third Street and Liveoak Street. *(pgs. 13-14)*
7. Discussion regarding operations of City Pools for the 2020 Season. *(pgs. 15-16)*
8. Discussion regarding 2020/2021 Budget. *(pgs. 17-18)*
9. Discussion regarding Opening City Facilities and local updates to Pandemic. *(pgs. 19-20)*
10. Discussion and updates regarding City Projects. *(pgs. 21-34)*
11. Discussion regarding any item on the regular agenda
12. Adjourn Workshop Session

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

ANNOUNCEMENTS

- A. Call to Order

B. Invocation and Pledge of Allegiance

C. Proclamations and Presentations

- L.E. Davis (pgs. 35-36)

	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 May 11, 2020.	37-46

3.0	CONSENT AGENDA	PAGES
3.1	Discussion and possible action regarding the Monthly Investment report for April 2020.	47-66

4.0	BOARDS/DEPARTMENT REPORTS	N/A
4.1	<ol style="list-style-type: none"> 1. Library Monthly Report 2. Golf Course Monthly Report 3. Municipal Court Monthly Report 4. City Secretary Monthly Report 5. Police Department Monthly Report 6. Utility Billing and Collections Monthly Report 7. Public Works Monthly Report for Electric, Streets, Water/Wastewater 8. Building Official Monthly Report 9. Economic Development Monthly Report 10. Fire Department Monthly Report 11. Parks and Recreation Monthly Report 12. Information Systems Monthly Report 	67-94

5.0	ROUTINE MATTERS	PAGES
5.1	City Manager’s Operational Report <ul style="list-style-type: none"> • Staff Updates • TPPA • Golf Course • Cyber Security • Nursing Homes 	95-96
5.2	MAYOR’S COMMENTS	N/A

6.0	UNFINISHED BUSINESS	N/A
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7.0	NEW BUSINESS	PAGES
7.1	Discussion and possible action regarding non-exclusive lease of space on the Nix Water Tower.	97-102
7.2	Discussion and possible action regarding Kempner Water Supply Corporation Wheeling Agreement	103-104
7.3	Discussion and possible action regarding Commercial Parking in Residential Areas.	105-106
7.4	Discuss and consider approval by certification (Exhibit B) for application for Cares Act Coronavirus Fund Grant	107-108
7.5	Discussion and possible action regarding operations of City Pools for the 2020 Season.	109-110

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 22 day of May 2020 at 2:40pm

Becky Sims
 Becky Sims, Assistant City Secretary

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City Manager

ITEM NO. JOINT SESSION

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

Subject:

Discussion regarding development and funding of business park improvements.

Requested By: Finley deGraffenried, City Manager

Submitted By: Mandy Walsh, EDC Director

Date Submitted: May 20, 2020

For the Agenda of: May 26, 2020

Procurement and Funding Statement:

N/A

Attachments:

Summary Statement:

This joint meeting is placed on the agenda to allow updates and discussion regarding development of Phase 1 of the Business Park. Recent development included extension of utilities to the site, however; prospects have generally been unwilling to wait for water, sewer, roads and electric extensions to the various lots. In 2019, the LEDC engaged Eckermann Engineering to prepare construction plans and estimates for utility extensions and roads for the North, approximately 35 acres. The construction plans were completed in February 2020. With recent prospect activity the LEDC proposed discussion with Council on options to proceed.

Recommendation:

Discussion Only

Engineer's Opinion of Probable Construction Cost
Business Park Improvements - Phase 1 - 95%
Lampasas Economic Development Corporation/City of Lampasas

Prepared By: Eckermann Engineering, Inc.

TBPE Firm # F-10496

February 5, 2020

Roadway and Drainage					
Item No.	Description	Unit	Quantity	Unit Price	Cost
1	Prepare ROW	STA	30	\$2,000	\$60,000
2	Roadway Excavation	CY	16100	\$8	\$128,800
3	Roadway Embankment	CY	15000	\$8	\$120,000
4	10" Crushed Limestone Base (TXDOT Item 247, Type A or D, Grade 1-2) with Tensar TX130S Geogrid	SY	14535	\$18	\$261,630
5	3" HMAc Pavement (TXDOT Item 340, Type C or D)	SY	12231	\$15	\$183,465
6	Concrete Curb and Gutter	LF	6084	\$20	\$121,680
7	Concrete Valley Gutter	SY	166	\$50	\$8,300
8	15" RCP Storm Drain Pipe	LF	23	\$100	\$2,300
9	18" RCP Storm Drain Pipe	LF	471	\$120	\$56,520
10	24" RCP Storm Drain Pipe	LF	251	\$130	\$32,630
11	30" RCP Storm Drain Pipe	LF	425	\$150	\$63,750
12	36" RCP Storm Drain Pipe	LF	153	\$175	\$26,775
13	10' Curb Inlet	EA	4	\$5,000	\$20,000
14	15' Curb Inlet	EA	10	\$7,000	\$70,000
15	4' x 4' Junction Box	EA	3	\$3,000	\$9,000
16	30" Safety End Treatment (TXDOT Type SETP-CD)	EA	1	\$3,500	\$3,500
17	36" Safety End Treatment (TXDOT Type SETP-CD)	EA	1	\$4,000	\$4,000
18	6' x 6' Area Inlet	EA	1	\$7,500	\$7,500
19	4' X 3' Concrete Box Culvert	LF	51	\$250	\$12,750
20	4' x 3' Headwall (TXDOT FW-0)	EA	1	\$6,000	\$6,000
21	8' x 5' Concrete Box Culvert	LF	148	\$500	\$74,000
22	8' x 5' Headwall (TXDOT Type PW-1) (Double)	EA	2	\$15,000	\$30,000
23	Pavement Markings (Striping)	LF	719	\$2	\$1,438
24	Pavement Markings (Symbol)	EA	2	\$300	\$600
25	Signage	EA	9	\$300	\$2,700
26	Street End Barricade	EA	2	\$1,000	\$2,000
27	Erosion Control and Tree Protection	LS	1	\$20,000	\$20,000
Subtotal Roadway and Drainage:					\$1,269,338
10% Contingency:					\$126,934
Total Roadway and Drainage:					\$1,396,272

Wastewater to Support Phase 1 Improvements					
Item No.	Description	Unit	Quantity	Unit Price	Cost
1	8" SDR-26 PVC Wastewater Pipe by Open Cut	LF	3351	\$55	\$184,305
2	4' Diameter Precast WW Manholes	EA	10	\$5,000	\$50,000
3	6" WW Service Lines with Cleanouts at ROW	EA	8	\$1,500	\$12,000
4	Trench Safety	LF	3923	\$2	\$7,846
				Subtotal Wastewater:	\$254,151
				10% Contingency:	\$25,415
				Total Wastewater:	\$279,566

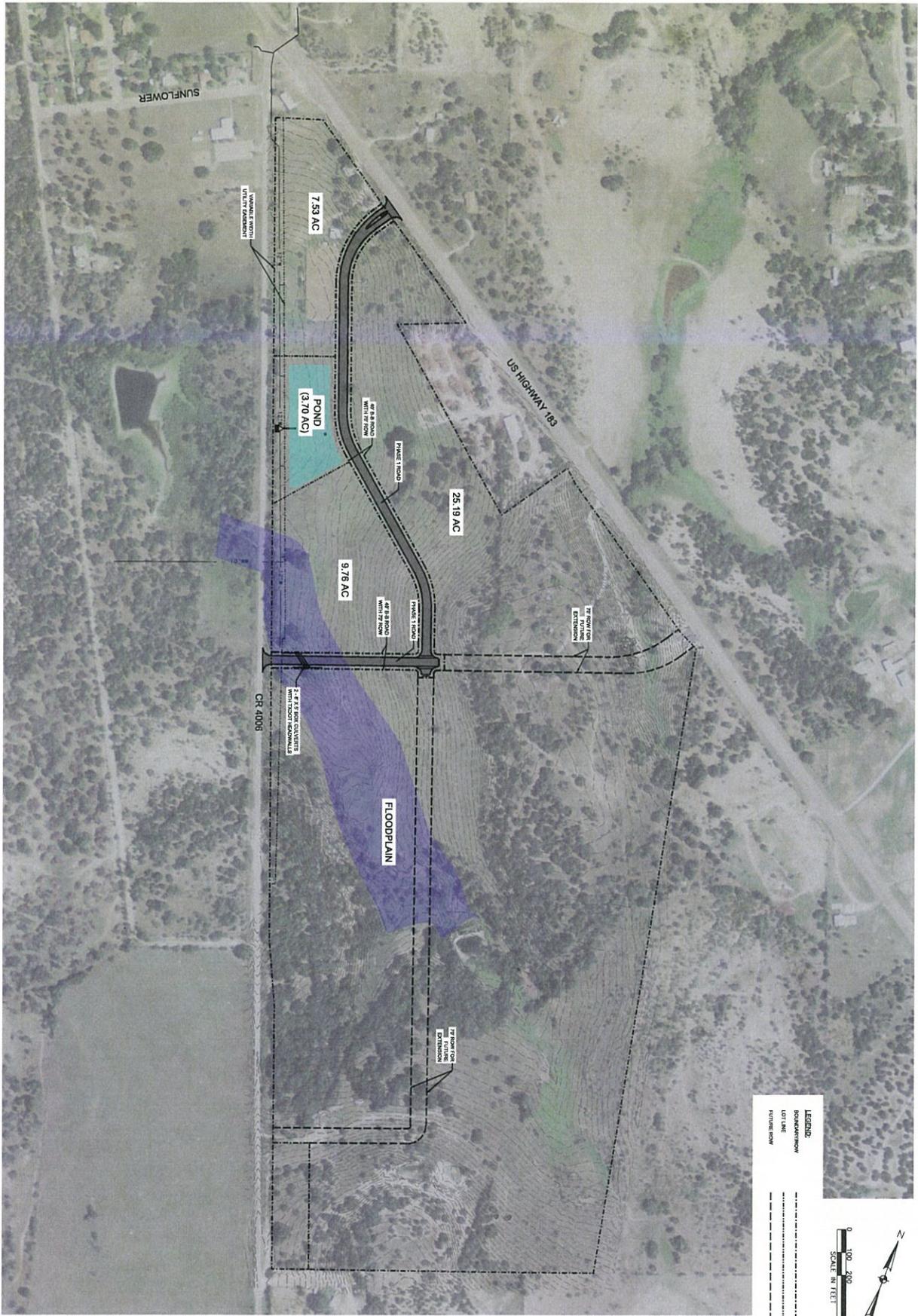
Water to Support Phase 1 Improvements					
Item No.	Description	Unit	Quantity	Unit Price	Cost
1	8" C-900 PVC Water Pipe by Open Cut	LF	2929	\$50	\$146,450
2	12" C-900 PVC Water Pipe by Open Cut	LF	806	\$60	\$48,360
3	Fire Hydrant Assembly	EA	10	\$4,000	\$40,000
4	8" Gate Valves	EA	9	\$1,500	\$13,500
5	12" Gate Valves	EA	5	\$2,000	\$10,000
6	DI Fittings	TON	0.5	\$10,000	\$5,000
7	Trench Safety	LF	3818	\$2	\$7,636
				Subtotal Water:	\$270,946
				10% Contingency:	\$27,095
				Total Water:	\$298,041

Total: \$1,973,879

* Costs do not include fees associated with legal services, easement acquisition, engineering, or surveying.

* Cost for extension of electric facilities is to be prepared by others.

* The Engineer has no control over the cost of labor, materials, equipment, contractor's methods of determining prices, competitive bidding, or market conditions. Estimates of Probable Construction Costs, as provided herein are approximate, and compiled on the basis of the Engineer's experience and qualifications which represents the Engineer's judgement as a design professional familiar with the construction industry. The Engineer cannot and does not guarantee that the proposals, bids, or actual construction costs will not vary from these estimates of probably costs prepared for the owner or intended recipient of this document.



PRELIMINARY
 FOR INTERIM REVIEW ONLY
 THIS DOCUMENT IS NOT TO BE USED FOR CONSTRUCTION OR AS A BASIS FOR ANY OTHER ENGINEERING OR ARCHITECTURAL WORK. THE USER OF THIS DOCUMENT ASSUMES ALL LIABILITY FOR ANY AND ALL DAMAGES, INCLUDING REASONABLE ATTORNEY'S FEES, ARISING FROM ANY AND ALL USES OF THIS DOCUMENT. THE USER OF THIS DOCUMENT SHALL INDEMNIFY AND HOLD HARMLESS THE ENGINEER FROM AND AGAINST ALL SUCH DAMAGES, INCLUDING REASONABLE ATTORNEY'S FEES, ARISING FROM ANY AND ALL USES OF THIS DOCUMENT.
 ECKERMANN, INC.
 202 SPRING HO AVENUE
 LAMPASAS, TEXAS 76750
 PHONE: 817-558-8160
 TDP# FIRM NO. F-10498

BUSINESS PARK PHASE 1



ECKERMANN ENGINEERING, INC.
 202 SPRING HO AVENUE
 LAMPASAS, TEXAS 76750
 PHONE: 817-558-8160
 TDP# FIRM NO. F-10498

No.	Date	Revisions	App.

EX 1


City Manager

ITEM NO. WORKSHOP-4

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

Subject:

Discussion regarding advertising and marketing Chamber of Commerce events.

Requested By: Melissa Unger, Chamber of Commerce Executive Director

Submitted By: Mandy Walsh, EDC Director

Date Submitted: May 21, 2020

For the Agenda of: May 26, 2020

Procurement and Funding Statement:

Attachments:

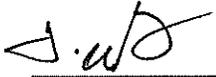
Summary Statement:

This item has been placed on workshop for Mrs. Unger to discuss the impact COVID-19 has had on canceled and postponed events marketed through the Chamber as well as how marketing and advertising will be handled for upcoming events. She is seeking Council's guidance on how to proceed with requesting Hotel Occupancy Funds for upcoming events.

Recommendation:

Discussion Only

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City Manager

ITEM NO. WORKSHOP-5

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

Subject:

Discussion regarding Commercial Parking in Residential Areas

Requested By: Sammy Bailey, Police Chief

Submitted by: Sammy Bailey, Police Chief

Date Submitted: May 7, 2020

For the agenda of: May 26, 2020

Procurement and Funding Statement:

N/A

Attachments: Outline for discussion

Summary Statement:

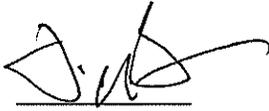
Commercial, Large Truck, Heavy Vehicle, parking in residential areas cause's safety concerns and complaints by the neighbors. These concerns need to be discussed to determine if a city ordinance is needed to prohibit or restrict parking by these types of vehicles.

This item was discussed with Council at the May 11, 2020 Council Meeting. Staff has taken the opportunity to research further and would like to present the findings to Council.

Recommendation

Discussion Only.

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City Manager

ITEM NO. WORKSHOP-6

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

Subject:

Discussion regarding intersection at East Third and Liveoak Street.

Requested By: Delana Toups, City Councilwoman

Submitted by: Sammy Bailey, Police Chief

Date Submitted: May 21, 2020

For the agenda of: May 26, 2020

Procurement and Funding Statement:

N/A

Attachments:

Summary Statement:

This item has been placed on the agenda at the request of Council member Toups to discuss changing the two-way stop intersection at East Third Street and Liveoak Street from a controlled two-way stop to a controlled four-way stop.

Recommendation

Discussion Only.

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City ManagerITEM NO. WORKSHOP-7

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

Subject:

Discussion regarding operations of City Pools for the 2020 Season

Requested By: Finley deGraffenried, City Manager

Submitted By: Chris Eicher, Parks and Recreation Director
Kim Watkins, Pool Manager

Date Submitted: May 20, 2020

For the Agenda of: May 26, 2020

Procurement and Funding Statement:**Attachments:****Summary Statement:**

This item has been placed on the workshop agenda to provide more details and impact COVID-19 has had on the 2020 City of Lampasas Pool Season. Kim Watkins, Pool Manager will be in attendance to discuss.

Recommendation:

Discussion Only

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City Manager

ITEM NO. WORKSHOP-8

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

Subject:

Discussion regarding 2020/2021 Budget

Requested By: Finley deGraffenried, City Manager

Submitted By: Finley deGraffenried, City Manager

Date Submitted: May 20, 2020

For the Agenda of: May 26, 2020

Procurement and Funding Statement:

Attachments:

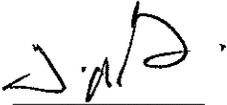
Summary Statement:

This item is placed on the workshop agenda to provide Council with budget timelines, financial assumptions and potential challenges with the FY 2020/2021 budget. Presentation materials will be available at the meeting.

Recommendation:

Discussion Only

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City Manager

ITEM NO. WORKSHOP-9

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

Subject:

Discussion regarding Opening City Facilities and updates on Pandemic

Requested By: Finley deGraffenried, City Manager

Submitted By: Rickie Roy, Assistant City Manager

Date Submitted: May 20, 2020

For the Agenda of: May 26, 2020

Procurement and Funding Statement:

Attachments:

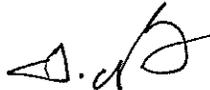
Summary Statement:

The week of March 23, 2020 City Facilities began engaging in social distancing. City buildings have been closed to the public, all business has been handled via phone, website, email, drive-thru and by appointment. Staff has been working split shifts to minimize contact. All City Business has been handled and maintained during this Pandemic. Following the Governor's Orders to open Texas back-up while practicing social distancing and following CDC guidelines, Staff would like to take this opportunity to advise City Council of the steps taken to ensure the safety of Staff and Citizens and to ensure proper procedures are defined and in place as we begin opening City Facilities the week of June 1, 2020.

Recommendation:

Discussion and direction only

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City ManagerITEM NO. WORKSHOP-10

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

Subject:

Discussion and updates regarding City Projects.

Requested By: Finley deGraffenried, City Manager

Submitted By: Rickie Roy, Assistant City Manager

Date Submitted: May 20, 2020

For the Agenda of: May 26, 2020

Procurement and Funding Statement:

Attachments: Presentation

Summary Statement:

This item is placed on the workshop agenda to comprehensively review the following City Projects:

- Upper Pressure Plane Engineering Study
- Pre-Treatment Plant Engineering Study
- West Avenue E Improvements
- Brown Street Development and Drainage
- Airport Runway and Lighting Upgrades
- Eagle Scout Project
- Planning projects including Comprehensive Plan, Capital Improvement Plan and Council Work Plan
- Status of Software Upgrades

Staff also seeks Council input on dates and times for a tour of facilities

Recommendation:

Discussion Only

CITY OF LAMPASAS PROJECT UPDATES

Eagle Scout Project Butterfly Project

- JT Saucedo will provide updates
- Council Approved October 2019



Upper Pressure Plane Pre-Treatment Plant

Updates by Jason Jones
(Jones-Heroy & Associates)

West Avenue E Project

- Bid Opening Date-May 4, 2020
- Award of Bid- QA Construction
- Council Approval- May 11, 2020
- Pre-Con Date
- Submittals Updates (Contract)
- Anticipated Start Date

Curb and Gutter Project
-West Avenue E-
Ridge to Porter



Brown Street Drainage Project

- Anticipated completion date for Drainage Pond
- Meeting with Developer has been scheduled
- Future Drainage Improvements

Brodie Estates Drainage Pond



Drainage/Flooding Concerns on Brown Street



Airport Runway Project (TxDOT Project)

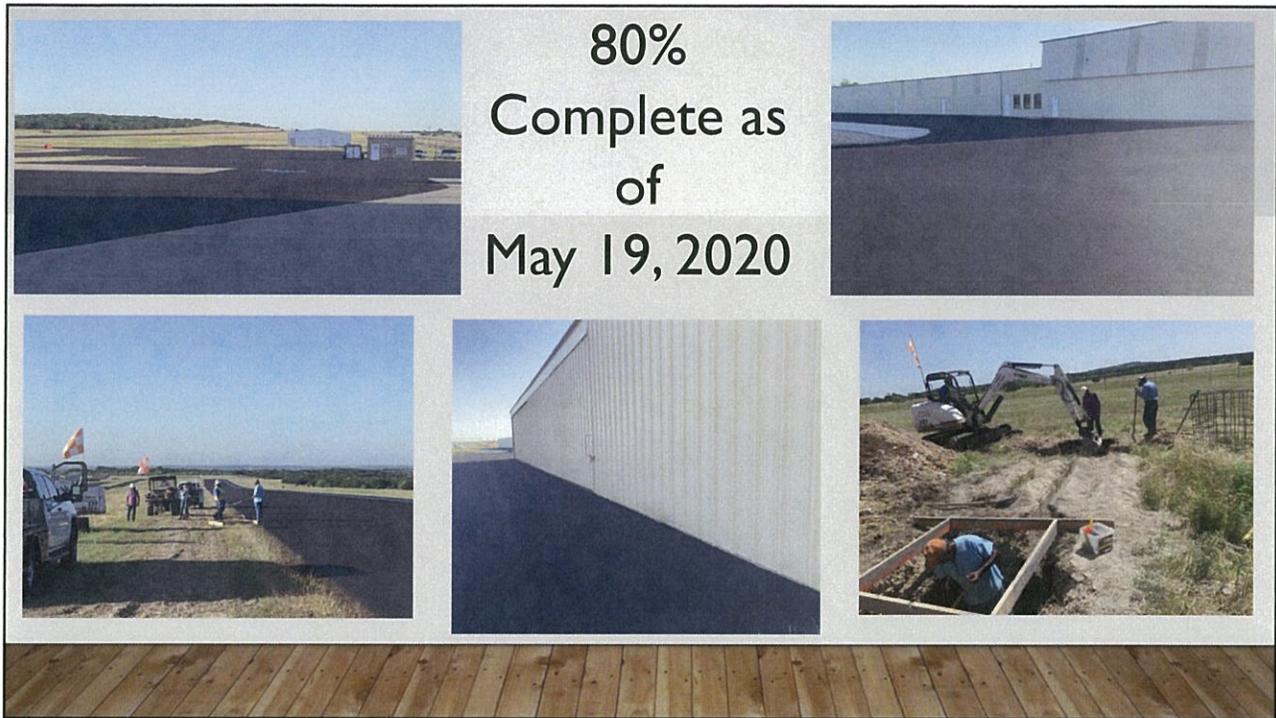
Chris Eicher will provide updates

- Scope of Project
- 80% Complete
- Anticipated Completion Date
(May 30, 2020)
- Impact to Airport



Project Progress Pictures





City of Lampasas Library Park Project

Finley deGraffenried will provide updates

- Sidewalks
- Tree House
- Patio Tables/Benches
- Irrigation System

Library Park Treehouse



Capital Improvement Program (CIP) Meeting Comprehensive Plan Advisory Committee (CPAC) Meeting

Finley deGraffenried will provide updates on
progress and scheduling of meetings

Software Updates

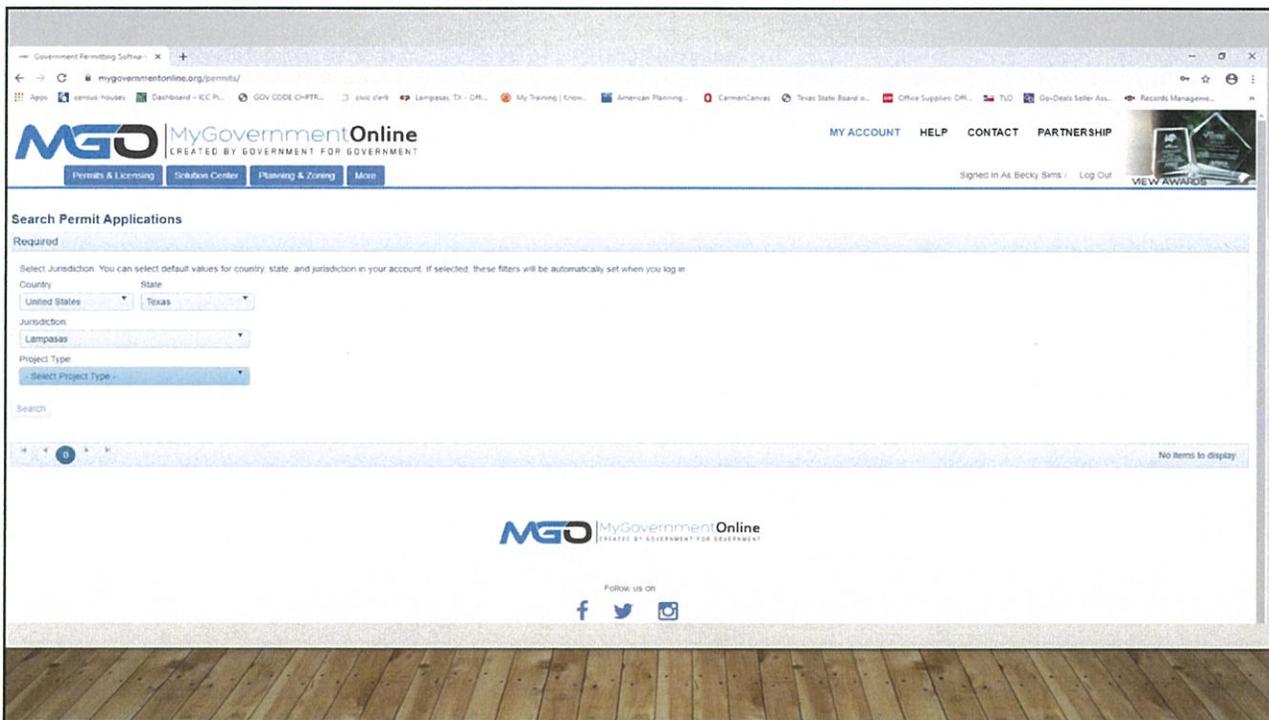
My Government Online

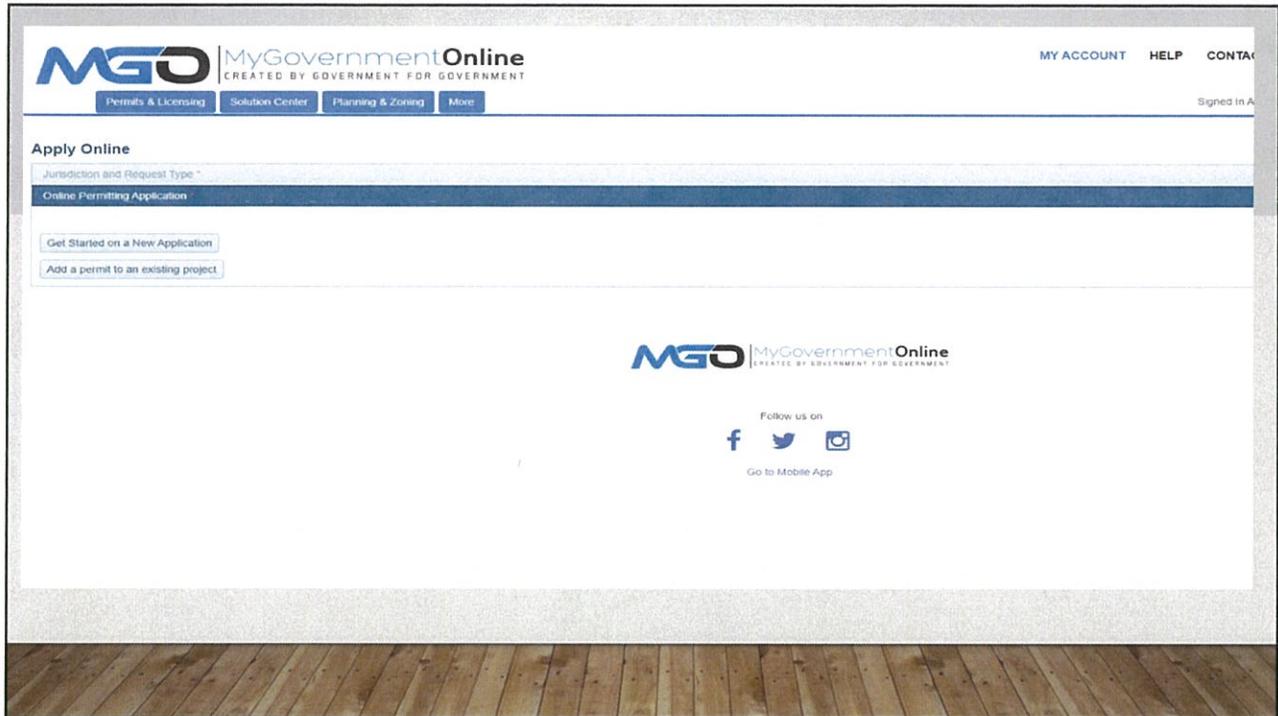
Anything you can do in-person at your local office you can do online. Examples include Apply for Permits, Pay Online, Request Inspections, Submit Files, Download Inspection Reports and Approved Plans, Check Status of a Permit, Download Permit Data, Search for Permits, Manage Contractor and Business Licenses.

Civic Clerk

- **Agenda Management** – automate and manage meeting agendas and packets with a simple, consistent process while eliminating time-consuming manual tasks.
- **Meeting Minutes Management** – create, manage, and finalize your board meeting minutes before, during, or after meetings ends.

Updates by Becky Sims





Lampasas Fence Permit Application

Address of Proposed Work: _____

City: _____ State: _____ Zip: _____

Contact Information

Owner's Contact Information

Title: _____ First Name: _____ Last Name: _____ Suffix: _____

Business Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Email Address: _____

Cell Phone: _____ Work Phone: _____ Home Phone: _____

Applicant's Contact Information

Title: _____ First Name: _____ Last Name: _____ Suffix: _____

Business Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Email Address: _____

Cell Phone: _____ Work Phone: _____ Home Phone: _____

Application Questionnaire (* denotes required question)

Fence Permit Application

Total Valuation of Project _____
Total Labor + Total Materials = TOTAL VALUATION

Describe Work Being Done _____

Height of Fence: Front Yard _____
(Per Zoning Regulations fence height cannot exceed 6 feet in the back yard and 3 feet in the front yard.) Note: Back yard begins at 27 feet from front property line.

Height of Fence: Backyard _____
(Per Zoning Regulations fence height cannot exceed 6 feet in the back yard and 3 feet in the front yard.) Note: Back yard begins at 27 feet from front property line.

Type of Fence _____
(Chain Link, Iron, Metal, Wood (type of wood) etc.)

Is this project on a corner lot (Select One) | | No
 | | Yes
If yes, it must be the sight visibility triangle requirements.

Will any portion of a Drainage or Utility Easement be fenced (Select One) | | No
 | | Yes

Documents Requested (* denotes required document)
The Jurisdiction requests that the following documents are attached to your application.

Any Additional Supporting Documents

2 / 3

Email Address: _____
 Cell Phone: _____ Work Phone: _____ Home Phone: _____

Application Questionnaire (* denotes required question)

New Residential Home Permit Application

Let Number: _____

Block Number: _____

Subdivision: _____

Zoning: _____

Total Valuation of Project
Total Labor + Total Materials + TOTAL VALUATION

Square Footage: _____

Describe Work Being Done: _____

MGO
MyGovernmentOnline
 You can complete this application and view application updates online at MyGovernmentOnline.org
 Printed 5/22/2020 Page 2 of 3

MyPermitNow.org
Plan review, inspections and alerts... Now!

Start: 4/22/2020 End: 5/22/2020 View Report

Specific Use: Residential New Construction, New Status: Yes, Pending (Under Review), No

Permits Issued
 4/22/2020 through 5/22/2020

Permit Type	Project Number	Applicant	Property Address	Subdivision	Status	Close / C/L Date	Sq. Ft. / Volume	Issued Date	Valuation
Accessory Structure	2020-2588	Tom Diermyle	3855 MOULDER LN LEANER 7841	Pleasant Hills Estates	Permit Issued		0	4/28/2020	\$1.0K
	2020-2576	Roberts Paico	2720 MCINTYRE BLANCH TEL LEANER 7841	Greenwood Phase 4	Close/Complete	03/04/2020	0	4/22/2020	\$1.0K
	2020-2589	YENC Construction Builder LLC - Regional World	2021 GREATWOOD TEL LEANER 7841	Greenwood Subdivision, Phase 3, 3A	Permit Issued		0	5/12/2020	\$1.0K
	2020-2591	Backyard Lawn Water LLC dba Lawn Master Outdoor Living - No Water	1714 MONICA LN LEANER 7841	Hazen Creek, Section 2-4	Close/Complete	05/20/2020	0	4/28/2020	\$1.0K
	2020-2625	YENC Construction Builder LLC - Regional World	2021 GREATWOOD TEL LEANER 7841	Greenwood, Phase 3	Permit Issued		800	5/18/2020	\$1.0K
	2020-2627	Milander Golf	1417 MILBAND LN LEANER 7841	Transect, Phase 1, Section 3	Permit Issued		0	5/7/2020	\$1.0K
Accessory Structures - CONTROL	2020-2682	Kufman Cornmeal Playgrounds and Waterpark - Kirby Subdivsion	2040 ARDENSON SPRINGS YONG LEANER 7841	Crystal Springs, Ph 1, Sec 1 Subdivision	Permit Issued		0	4/28/2020	\$1.0K
Accessory Structures	2020-2592	Lingfern Solar-Tech Canco	1435 DA VINCI TEL LEANER 7841	Transect PMS 3 SEC 4	Permit Issued		0	5/6/2020	\$1.0K

CIVICCLERK Becky Sims

HOME AGENDAS SEARCH EVENTS ANALYTICS

Home

Filters

View: Me, Everyone, Department: Select Department, User: Select user

Timeframe

All Upcoming, Next 60 Days, Next 90 Days, Custom: 5/22/2020 to 5/22/2020

Show

Home, Approvals, Tasks

include completed

Update

0 Results found

Item Name	Progress	Item #	Meeting Type	Actual Meeting Date	Created By
No data to display					

[Close Filter](#)

CIVICCLERK

HOME AGENDAS SEARCH EVENTS ANALYTICS

Becky Sims

Agendas

Filters

Meeting Types

- All Meeting Types
- City Council
- Construction Board of Adjustment and Appeal
- Planning and Zoning Commission
- Zoning Board of Adjustment

Timeframe

- All Upcoming
- Next 30 Days
- Last 30 Days
- All
- Custom: 5/22/2020 To 5/22/2020

Show

- All Agendas
- Finalized Agendas Only
- Pending Agendas Only

MEETING CALENDAR AGENDA TIMELINE CREATE AGENDA

Results found

Agenda Name	Meeting Date	Cutoff Date	Type
Marcia's Test Agenda	1/12/2020 12:00 AM	1/9/2020	City Council
Marcia's Test 1-13-20	1/13/2020 5:30 PM	1/9/2020	City Council
Becky- Test	1/12/2020 12:00 AM	1/22/2020	City Council
Training Agenda	5/26/2020 8:00 PM	5/22/2020	City Council

STATUS FILES

EDIT ORDER ADD AGENDA ITEM ADD SECTION

Name	Item #	Progress	Actions
WORKSHOP SESSION			
a. Call to order Workshop Session	2020-0	0% Info	
b. Discussion regarding amending the landscaping ordinance or creating a Tree Preservation Ordinance for the City of Emporia	2020-1	0% Info	
c. Discussion and presentation of the 4th quarter and 1st quarter reports by the Chamber of Commerce	2020-2	0% Info	
d. Discussion and updates from Riding Club	2020-4	0% Info	
e. Discussion regarding including Form Survey's to new construction inspection process.	2020-5	0% Info	
f. Discussion regarding Finance Report from October 1, 2018- September 30, 2019	2020-6	0% Info	
g. Discussion regarding 2020 City Council Work Plan Workshop	2020-7	0% Info	
h. Discussion regarding any item on the regular agenda	2020-9	0% Info	
i. Adjourn Workshop Session	2020-10	0% Info	
REGULAR SESSION 6:00 PM			
1. Announcements			
a. Call to Order	2020-12	0% Info	
b. Invocation and Pledge of Allegiance	2020-13	0% Info	
c. Presentations and Proclamations			



NOTICE OF REGULAR MEETING OF THE GOVERNING BODY OF THE CITY OF LAMPASAS, TEXAS
CITY COUNCIL CHAMBERS
302 E. THIRD STREET
Monday, January 1, 1900
5:30 PM Special Session
7:00 PM 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, January 1, 1900 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 for decision any of the matters listed, as authorized by the Texas Government Code sections: 531.071 (consultation with attorneys), 531.072 (deliberations about real property), 531.073 (deliberations about gifts and donations), 531.074 (personnel matters), 531.076 (deliberations about security devices), 531.087 (economic development), and Section 531.089 (relating to the authority of public power utility governing bodies to deliberate regarding competitive matters).

WORKSHOP SESSION

- a. Call to order Workshop Session
- b. Discussion regarding amending the landscaping ordinance or creating a Tree Preservation Ordinance for the City of Lampasas
- c. Discussion and presentation of the 4th quarter and 1st quarter reports by the Chamber of Commerce
- d. Discussion and updates from Riding Club
- e. Discussion regarding including Form Survey's to new construction inspection process
- f. Discussion regarding Finance Report from October 1, 2018- September 30, 2019
- g. Discussion regarding 2020 City Council Work Plan Workshop
- h. Discussion regarding any item on the regular agenda
- i. Adjourns Workshop Session

REGULAR SESSION
6:00 PM

- I. Announcements
 - a. Call to Order
 - Invocation and Pledge of Allegiance
 - b.
 - c.
 - Presentations and Proclamations
 - A. Recognition of Jane Doe

ITEM NO: 9.a.A.

City Manager

BUSINESS FOR THE CITY COUNCIL OF THE CITY OF LAMPASAS

Subject:

Item

Requested By:

Submitted By:

Date Submitted:

For the Agenda of January 1, 1900

Procurement and Funding Statement:

Attachments:

None

Summary Statement

Recommendation:

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PROCLAMATION IN HONOR OF L. E. DAVIS

Whereas, Lloyd Earl (“Dave”) Davis, a valued and longtime resident of this community; was born in Bastrop, Texas on May 28, 1920, grew up in Bartlett, Texas during the depths of the Depression and, as a boy he picked cotton and had a bicycle newspaper route to supplement the family’s income; and

Whereas, when World War II broke out, he was a student at the University of Texas, and immediately volunteered for the U. S. Army Air Corps, now the United States Air Force; and

Whereas, as soon as he was awarded his pilot’s wings, he took leave and returned to Texas to marry Rebecca Abney (‘Bit’) Davis, a Lampasas native he had met at the University of Texas; and

Whereas, in Greenville, South Carolina, he served as an Instructor Pilot and shortly thereafter, was ordered overseas, and was deployed for over 18 months in the South Pacific where he served as a B-25 Bomber Pilot and Squadron Commander of the 69th Bomb Squadron of the 13th Air Force, ultimately flying 77 combat missions against Japanese targets from numerous primitive jungle island bases in the South Pacific as part of General Douglas MacArthur’s “Island Hopping” strategy; and

Whereas, in 1944, he was ordered home and was stationed in San Antonio, and in 1946 was honorably discharged from the Air Force with the Rank of Major; and

Whereas, he initially moved to Austin and completed his education, graduating with Honors from the University of Texas in 1949, with a Bachelor’s of Business Administration degree; and

Whereas, shortly after, he and his wife then began their life in Lampasas and he went to work for his father-in-law, Carleton Abney, at the People’s National Bank of Lampasas, and eventually rose to the office of President and Chairman of the Board, acquiring majority interest in the Bank in the 1960’s and eventually retired in 1979; and

Whereas, he was active in the Lampasas Chamber of Commerce and Lions Club, served as an officer of the Texas Banker’s Association; served on the Board of the Lampasas County Water Control and Improvement District No. 1, and was a member of the City Council from 1951-1963; and

Whereas, his contributions to our community are of special note and have made a lasting impression on us all and on May 28, 2020, he will be celebrating his 100th birthday, it is with great pleasure that I, Misti Talbert, Mayor of the City of Lampasas, hereby proclaim May 28, 2020 in this great city as

“L.E. Davis Day”.

Signed this _____ day of _____, 2020.

Misti Talbert, Mayor

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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, May 11, 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
Delana Toups
Mike White
Cathy Kuehne (arrived at 5:41 p.m.)

Council Members absent:

None

City Staff Present:

Finley deGraffenried, City Manager
Rickie Roy, Assistant City Manager
Christina Marez, City Secretary
Monica Wright, Information Systems Director
Yvonne Moreno, Finance Director
Jeffry Smith, Fire Chief
Sammy Bailey, Police Chief
Tony Barrio, Code Enforcement Officer
Mandy Walsh, Economic Development Director
Chris Eicher, Parks & Recreation Director

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

1. Call to order Workshop Session

Mayor Talbert called the workshop session to order at 5:30 p.m. She reminded citizens of the telephone number of 512-556-0332 to call in for any comments.

2. Discussion regarding Commercial Parking in Residential Areas.

Sammy Bailey, Police Chief, along with Tony Barrio, Code Enforcement Officer, explained that commercial, large truck, and heavy vehicle parking in residential areas cause's safety concerns and complaints by the neighbors. She reviewed and provided photographs of 18-wheeler trucks that are parked in residential areas that in some cases are safety concerns and a city ordinance may be necessary to prohibit or restrict parking by these types of vehicles.

Her discussion included:

- Commercial Truck Parking in Residential Areas

- Parking Ordinance and Transportation Code
- No Violation
- Need of City Ordinance
- TxDOT Current and Forecasted Truck Parking Needs Assessment Memo
 - Current and Forecasted Truck Parking Needs March 23, 2020
 - Statewide Problem
 - Parking shortages can also lead to parking in unauthorized locations and result in a safety hazard for both the driver and the motoring public. TXDOT conducted a statewide truck parking study that assesses the need and supply for truck parking in Texas. The study suggest ways to develop and meet parking needs across the state. Low Capacity Need/High Safety need is US Highway 281.
- Residential Parking Complaints
 - Owner-Operator independent drivers own their trucks instead of working for a company and typically do not have a company yard or other facility to park their vehicle when not in use, so they often park at or near their home in residential areas between trips.
 - Other reasons for parking in residential.
 - This can become a source of conflict with neighboring residents and puts the owner-operator at risk of vehicle or cargo theft, because the truck is not parked in a secure parking yard.
- Concerns and Complaints
 - College Street
 - 1200 West Avenue C
 - Steele and First
 - 600 Block of South Ridge
 - Avenue E and Northington
- Ordinance Discussions
 - No Parking on Residential Streets
 - Emergency Services/ Roadway/ Weight of vehicle/Safety Concerns
 - Permit Parking (Fee vs. no Fee)/Limited
 - No emergency services issues/No neighbor issues/No safety concerns
 - Minimal or No destruction of roadway issues
 - Emergency parking area (floods/snow/ice, etc.)

Council discussion included:

- Do an ordinance to address the concerns and issue permits for parking which would give for an opportunity to review their request and either allow or not approve due to safety concerns
- Ordinance should include guidelines; time restrictions, if any; and reasonable fee for parking permit
- Could consider neighborhood percentage approval before issuing parking permit

Police Chief Bailey said that she would work on an Ordinance as discussed and bring back to Council for further discussion and consideration.

3. Update and discussion regarding City's COVID-19 response and status.

City Manager deGraffenried explained that this is a standing agenda item to be able to provide updates to Council. He reviewed the following:

- Related to COVID-10

- 525,000 tests in Texas
 - 39,860 confirmed cases
 - 21,713 recovered
 - 1,100 fatalities
- City Hall – information related to when doors are open to the public
 - Log incoming customers
 - Sneeze guards/shields on front counter areas have been ordered
 - Signage of safety requirements is being handled by Jeff Smith, Fire Chief, and Monica Wright, Information Systems Director
 - Limit the number of customers in the building
 - When the sneeze guards/shields are put in, will work to reopen
 - In the next few weeks, crews will start to work back to more normal work schedules but still follow the required distancing and max number in a group

Mandy Walsh, Economic Development Director, explained that she received over 50 applications for the LEDC Emergency Grant Funds Program. LEDC was able to help close to that number of businesses. She said that it was very positive and heartwarming to help those businesses.

Yvonne Moreno, Finance Director, explained that she sent out 53 letters to businesses making them aware of the Utility Assistance Program. To date, she has received 32 applications.

4. Discussion regarding any item on the regular agenda

There was no discussion.

5. Adjourn Workshop Session

Mayor Pro Tem Monroe moved to adjourn the workshop session at 6:09 p.m. The motion was seconded by Council member Clark and with a unanimous vote, the motion carried.

A break was taken before going into regular session.

REGULAR SESSION
6:00 p.m.

ANNOUNCEMENTS

A. Call to Order

Mayor Talbert called the regular session to order at 6:18 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.

There were no citizen comments.

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 April 27, 2020

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

3.0	CONSENT AGENDA
3.1	Discussion and possible action regarding purchases and charges in excess of \$4,000 from April 1, 2020 – April 30, 2020

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

4.0	BOARDS/DEPARTMENT REPORTS
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There were no board or department reports.

5.0	ROUTINE MATTERS
5.1	City Manager’s Operational Report

City Manager deGraffenried reviewed his report:

- KWSC - As mentioned, City Staff is in the process of preparing a draft Agreement with Kempner Water Supply Corporation (“KWSC”) to wheel water to their customers just east of the Lampasas City limits. Wheeling is a common practice where utilities transport, sell or deliver a utility to another entity for retail sale. KWSC will be required to feed their existing pump station with water from ground storage, in this case, the Georgetown Tank. As a reminder, the Georgetown Tank is owned by KWSC, with the City and KWSC sharing capacity, however, the tank is only fed by City of Lampasas water. City Staff should be prepared to share a draft agreement on the May 26 Council meeting for Council consideration.
- Staffing Notes – City Staff is pleased to announce that Rickie Roy as of May 7, 2020, Mr. Roy will assume the title of Assistant City Manager. In addition to his supervision of the Public Works

Department, he will continue to direct the City’s development team and facility maintenance employees. In addition, Mike Blair will assume the role and title of Civil Inspector. Mr. Blair will manage the day-to-day oversight of city utility projects and developer initiated projects and will continue to assist in the Water/Wastewater Department and provide additional assistance in mapping and special projects. Brandon Kepler will assume the title of Utility Supervisor. No additional jobs will be created as a result of the changes.

- Development - Frank Ellett, Building Official, reports that inspections and requests for consultations have actually increased in the past month. City Staff has had concerns regarding the slowing economy, however; with the exception of one residential housing development, most commercial and residential projects are moving forward. Mandy Walsh, Economic Development Director, indicates some interest has been expressed again with development in the Business Park, and City Staff have met personally with builders and developers during the quarantine. Both Frank Ellett and Ronnie Withers, Fire Marshal, continue to provide builders with options within the Building Codes, particularly as they renovate commercial structures. They have also offered potential assistance through the LEDC life/safety grant program.
- Sales Tax - The Comptroller reports the City’s sales tax receipts for May, indicative of March activity, is \$179,650.00 or 11.33% better than May 2019. For the first 8 months of the City’s fiscal year, \$1,330,981.00 in sales tax has been collected, compared to \$1,233,505.00 for the same period last year. An improvement of \$97,476.00 or a 7.9% increase. City Staff fully expects the pandemic to impact future receipts negatively.

5.2	MAYOR’S COMMENTS
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Mayor Talbert emotionally expressed her appreciation to City Staff for their work and assistance to the citizens/customers during this pandemic.

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 operations of City Pools for the 2020 Season
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Chris Eicher, Parks & Recreation Director, explained that his number one priority is the safety of all pool patrons. He noted the following concerns:

- Social distancing at the pool would be near impossible to monitor.
- With the COVID-19 numbers on the rise, he is concerned with the possible spread.
- Should Council decide that both pools be open, he would not have enough staff for both. He would only have enough staff available for the Hancock Pool, since it requires less staffing than Hanna Pool.
- He explained that the City received were very few job applications this year, maybe because of the COVID-19 concern or they may already have another job.
- He said he would do whatever Council’s direction was but asked if they would consider holding off for a couple of weeks on their decision because as noted by a press release from Dr. Georgia Hay, in two weeks is when this COVID-19 should peak.

Council discussion included:

- Both Council members White and Toups would at least like one pool open for the season and follow the Governor’s order on capacity.
- With mixed emotions, they understood the limited staffing and safety concerns, but hate not to have at least one pool open for the kids.
- Council unanimously agreed to re-evaluate whether or not to open the pools and/or open just one pool and make a decision at their May 26, 2020 Council meeting.

There was no action taken.

7.2	Discussion and possible action regarding moving the Monday May 25, 2020 City Council Meeting to Tuesday May 26, 2020 due to the Memorial Day Holiday.
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Mayor Pro Tem Monroe moved to approve moving the Monday, May 25, 2020 City Council Meeting to Tuesday, May 26, 2020 due to the Memorial Day Holiday. The motion was seconded by Council member Toups and with a unanimous vote, the motion carried.

7.3	Discussion and possible action regarding Commercial Parking in Residential Areas.
-----	---

Sammy Bailey, Police Chief, said that with the direction from Council given at workshop session, she will work on an ordinance and permit and bring back to Council for consideration.

No action was taken.

7.4	Select and announce possible winner of website photo contest
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Two photo entries were received:

- Entry 1 “Social Distance” submitted by Kathaleen Johnson
- Entry 2 “Missing the chance to welcome ya’ll Texas-style” submitted by Diane Davis

Council member Kuehne moved to select Entry 1 “Social Distance” submitted by Kathaleen Johnson as the winner of the website photo contest. The motion was seconded by Council member Toups and with a unanimous vote, the motion carried.

7.5	Discussion and possible action to declare a 2008 Ferris Mower as surplus and to allow disposal as State Law allows.
-----	---

Rickie Roy, Assistant City Manager, explained that the Street Department is requesting Council’s consideration to declare a 2008 Ferris Mower as surplus and to allow disposal as State Law allows. This mower currently works, however it has been repaired many times and has a substantial hydraulic problem. It has been used across multiple departments. Continuing to repair has been quite costly and not beneficial to the City.

Council member Clark moved to approve to declare a 2008 Ferris Mower as surplus and to allow disposal as State Law allows. The motion was seconded by Council member White and with a unanimous vote, the motion carried.

7.6	Discussion and possible action regarding Depository Services Contract for a Financial Institution
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to serve as the Bank Depository for the City of Lampasas for a three year period beginning July 1, 2020 through June 30, 2023.

Yvonne Moreno, Finance Director, explained that the Depository Services Contract, which the City of Lampasas currently has with BancorpSouth, will expire on June 30, 2020. The City consulted with Linda Patterson of Patterson and Associates to prepare a bid package for depository services. She explained that five (5) bid packets were sent out to various local banks for review and the City of Lampasas received only one bid from BancorpSouth. After review by Linda Patterson and consultation with her regarding the bid, the City would like to enter into a Depository Services contract with BancorpSouth for the three-year period of July 1, 2020 through June 30, 2023 with the provision that the contract will allow two (2) one year extensions under the same terms and conditions.

Moreno noted that a change from the last contract is that the Collateral Requirements were increased from 102% margin on the collateral market value to 105%. She also said that due to the length of the application, it was not included in Council's packet but a copy is available for review in her office.

Mayor Pro Tem Monroe moved to approve the Depository Services Contract with BancorpSouth to serve as the Bank Depository for the City of Lampasas for a three-year period with the provision for two one-year extensions under the same terms and conditions of the contract. The motion was seconded by Council member Williamson and with a unanimous vote, the motion carried.

7.7 Discussion and possible action regarding the award of bid to QA Construction, Inc. for the West Avenue E Roadway and Drainage Improvements in an amount not to exceed \$677,350.00

Rickie Roy, Assistant City Manager, explained that the request for sealed bids on this project was published on April 3, 2020 with a bid opening on May 4, 2020. The development of the scope of work, plan design, specifications, contractor qualifications and bidding process was managed under a professional services agreement with Eckermann Engineering. A total of seven (7) bids were received in response to the bid solicitation.

The bids were as follows:

- | | | |
|----|--------------------------------|----------------|
| 1. | QA Construction Services, Inc. | \$677,350.00 |
| 2. | Diamond X Contracting, Inc. | \$726,484.00 |
| 3. | JKB Construction Company, LLC. | \$799,000.00 |
| 4. | TTG Utilities, LP | \$881,970.00 |
| 5. | QRO MEX Construction, Inc. | \$882,539.00 |
| 6. | Smith Paving, Inc. | \$967,517.20 |
| 7. | A&S Underground | \$1,050,465.00 |

Assistant City Manager Roy said that Eckermann Engineering has reviewed the qualifications and submittals of all contractors and has determined the apparent low bidder, QA Construction Services, Inc., is qualified and able to perform work as specified in the plans and specifications.

Mayor Pro Tem Monroe moved to award the bid to QA Construction, Inc. for the West Avenue E Roadway and Drainage Improvements in an amount not to exceed \$677,350.00. The motion was seconded by Council member White and with a unanimous vote, the motion carried.

7.8 Discussion and possible action regarding specific emergency orders related to COVID-19 pandemic.

City Manager deGraffenried said that this item was just a place order in case Council needed to take any action related to COVID-19 pandemic.

No action was taken.

7.9	Discussion and possible action regarding HOT fund request by the Spring Ho Committee in the amount of \$5,000 for the Annual Spring Ho Festival July 6, 2020-July 12, 2020.
-----	---

Jackie Lindeman, Spring Ho Committee Chairperson, explained that Spring Ho is requesting funding to assist in covering advertising costs, approximately 7,500 brochures to be printed and distributed, announcements on radio stations locally and outside of Lampasas and in Marble Falls (KBey FM) and Waco area (Waco 100). Spring Ho will also advertise in various Hill Country magazines and newspapers.

Council asked how things were coming with the Spring Ho event. Mrs. Lindeman replied that some things are on hold but they will be having a meeting in the coming week to decide on some events that were scheduled.

Council member Toups moved to approve the HOT fund request by the Spring Ho Committee in the amount of \$5,000 for the Annual Spring Ho Festival July 6, 2020-July 12, 2020. The motion was seconded by Council member White and with a unanimous vote, the motion carried.

Adjourn into Executive Session

Mayor Pro Tem Monroe moved to adjourn into executive session at 6:52 p.m. The motion was seconded by Council member White and with a unanimous vote, the motion carried.

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:

8.0	EXECUTIVE SESSION ITEMS
8.1	Section 551.074 (personnel matters), to deliberate the appointment, employment, evaluation, reassignment, duties of City Manager; and other personnel matters as allowed by Texas Government Code, Chapter 551.
8.2	Adjourn Executive Session and reconvene Regular Session

Executive session was adjourned at 7:29 p.m. and regular session was immediately reconvened.

REGULAR SESSION

9.0	ACTION ON EXECUTIVE SESSION
9.1	Discussion and possible action concerning items posted and discussed by Council in Executive Session

There was no action taken.

Adjourn

Mayor Pro Tem Monroe moved to adjourn the meeting at 7:30 p.m. The motion was seconded by Council member Kuehne and with a unanimous vote, the motion carried.

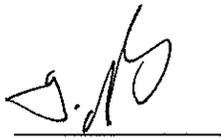
PASSED AND APPROVED this _____ day of _____, 2020.

Misti Talbert, Mayor

ATTEST:

Christina Marez, City Secretary

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City ManagerITEM NO. 3.1

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

Subject: Discussion and Possible Action on the Receipt of the Monthly Investment Report for April 2020.

Requested By: Yvonne Moreno, Finance Director

Submitted By: Yvonne Moreno, Finance Director

Date Submitted: May 20, 2020 For the Agenda of: May 26, 2020

Procurement and Funding Statement: N/A

Attachments: Investment Report prepared by Patterson & Associates

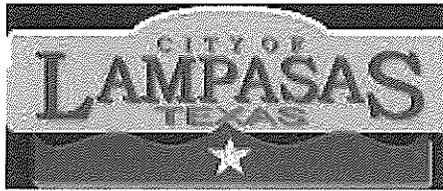
Summary Statement:

The weighted average maturity of City investments is 37 days.

The City's yield to maturity is 1.062

<u>Place of Investment</u>	<u>Investment Amount</u>	<u>% of Portfolio</u>
TexPool / TexPool Prime	\$2,360,010.65	14.44%
TexStar	\$1,626,182.27	9.95%
Bancorp South	\$3,458,021.70	21.15%
Money Market	\$3,877,452.85	23.72%
Frost Bank	\$ 8,282.36	0.05%
Municipal Bonds (Safekeeping)	\$5,018,113.38	30.70%

commendation: Motion to approve by consent.



Monthly Investment Report
April 30, 2020

PATTERSON & ASSOCIATES



INVESTMENT PROFESSIONALS



Shut Down and Shelter-in-Place

It is difficult – even for an optimist at heart – to find good news or sunny expectations this month. The Covid-19 virus has effectively stopped global economic progress in its tracks.

Economic weakness is widespread as expected, as global forced and enforced economic shutdowns have left nearly every domestic and international industry reeling from policies forcing businesses to close and workers to shelter in their homes. Consumers stockpiled ahead of the stay-at-home order, but the plunge in expenditures thereafter more than offset the uptick in food, beverage and even toilet paper sales in early March. (Toilet paper as the new tulip mania!) Personal income is down 2% and personal spending down 7.5% in March. Retail sales dropped 8.7% in the same period.

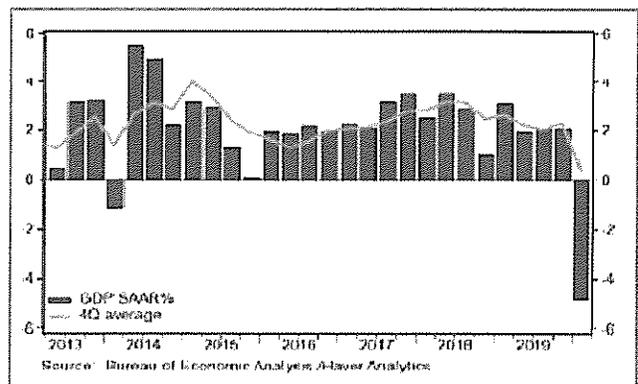
Business investment has been cut off at the knees and a sizable reduction in trade reflects the global nature of the pandemic.

Small businesses have been decimated. The national Payroll Protection Program (PPP) was launched April 3rd to help bridge the gap for small business struggling to pay rent and pay employees. But the fast start up and roll out of the program left it vulnerable to our other new consent: fraud. The Justice Dept. is opening an investigation but that will not assist businesses now.

The important effort to open up and carefully restart the economy is global. We have to somehow get the engines moving. We have to safely get business back on its feet or a deeper economic trench will be dug.

The slew of disappointing economic data has now driven US GDP down 4.8%, which foretells a potential negative GDP in 2020 Q1. That alone officially ends the longest expansion in US history. And the US is not alone. French GDP is down 5.8% and Spanish 5.2% - China is unknowable. Factory access across Asia is down to record lows. These are the sharpest declines on record.

Perhaps the worst impact was on jobs. The initial job claims 6-week summary has 30.3 million people looking for work.





The Fed as First Responder

At its April FOMC meeting, the Federal Reserve left rate policy unchanged with the federal funds target in a range from 0.00% to 0.25%.

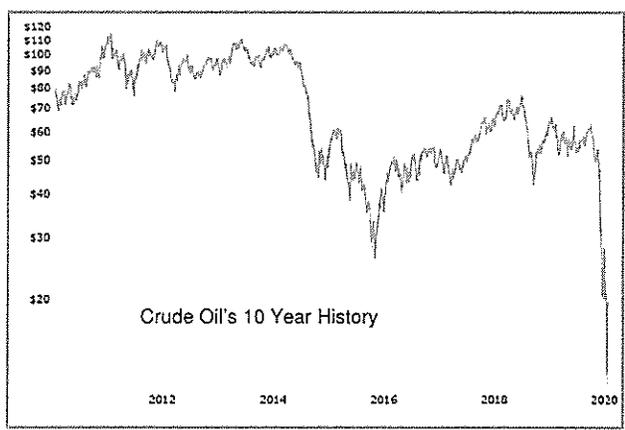
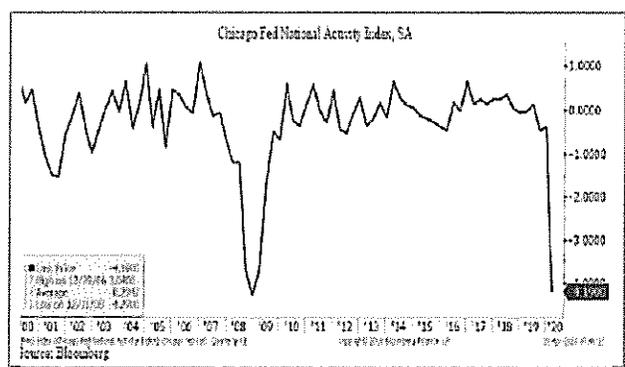
There was no further reduction in short-term rates, no adjustment to QE (quantitative easing) and no announcements of additional liquidity programs. Why? Because the Fed has already committed to *unlimited* asset purchases as well as *unlimited* liquidity to any market deemed necessary. We have already seen this in the CP market. Their goal is simply to stabilize the U.S. markets and reduce uncertainty and fear.

"To support the flow of credit to households and businesses, the Federal Reserve will continue to purchase the amounts needed to support smooth market functioning, thereby fostering effective transmission of monetary policy to broader financial conditions." (Fed statement)

In committing to use all its tools, there are still questions of effectiveness and efficiency in terms of the programs already initiated by the Fed with evidence of ongoing stress in credit markets. We saw how long QE took in 2008-2009. While the Fed remains committed, the measures taken thus far are themselves not without consequences, potentially restraining the strength of the recovery for years to come. But as always the market appears to be focused on the near-term, confident that the Fed will continue to provide and perpetuate the economy's dependence on the monetary policy punch bowl – and debt. The April statement clearly outlined "considerable risks to the economic outlook over the medium term." This statement indicates that policymakers are certainly concerned about longer-lasting economic scars and prolonged economic weakness.

The Fed is expected to begin purchasing ETFs in early May and then move to purchases of corporate bonds. This will calm the markets as the support of the CP market did.

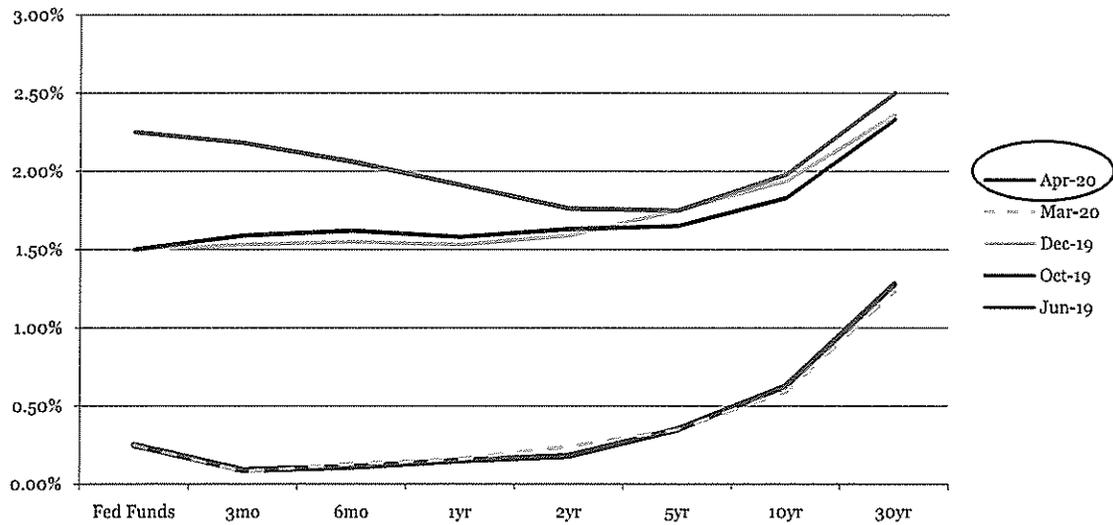
The U.S. relies on overseas producers – specifically China – for 30% of PPE, 40% of finished medications and 80% of active pharmaceutical ingredients, an imbalance, which leaves the U.S. very vulnerable in times of catastrophe. As a result, on the fiscal front, tax incentives and potential re-shoring subsidies are among measures being considered to create a trading alliance of "trusted partners."





This is more than anyone expected

- Fed actions and market fears around the world have caused Treasury and agency rates to remain at the levels seen last month.
- Fear increases the demand for safe havens and the safest are the U.S. Treasury and the USD dollar. The purchasing of short-term securities to wait out the virus has driven prices up and rates down. Without any change in outlook this will not change.
- Now the fear has to include a move to *deflation*.
- Even high credit quality, sterling grade companies are being affected in the short-term. Disney was downgraded as parks closed. But companies are slowly moving to open slowly and cautiously from small town cafes to mega-corporations like Disney and struggling car companies. Despite threats, but with utmost caution, companies and therefore the economy have to open.
- Expect rates to stay low for at least the next several months as the globe fights – and destroys – this virus.

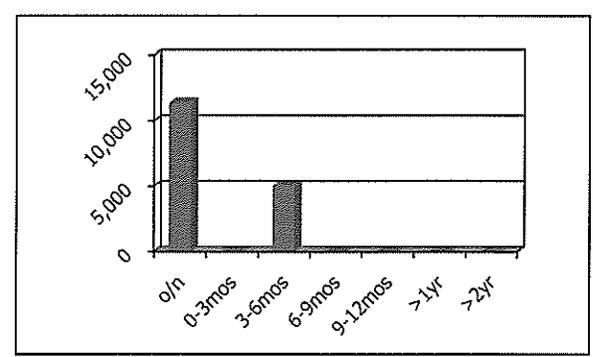
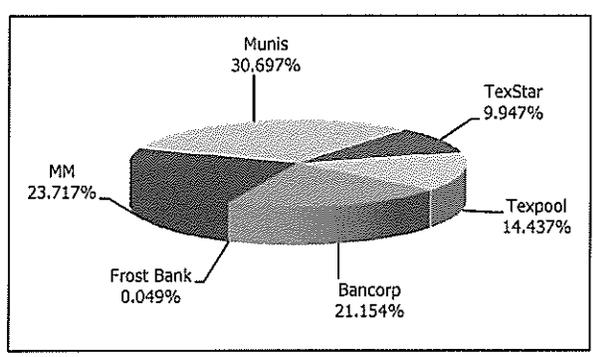


End of Month Rates - Full Yield Curve - Fed Funds to 30yr

Your Portfolio

As of April 30, 2020

- 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 in your portfolio. They do reflect our expectation of continuing low rates but also our attempts to use all authorized maturities to capture yield available. As Fed actions are introduced some normalcy will return as different market sectors respond. This is what we are watching for and acting on.
- The non-cash portion of your portfolio is yielding 2.801%.





City of Lampasas, Texas
 Portfolio Management
 Portfolio Summary
 April 30, 2020

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.
Municipal Bonds Actual	5,000,000.00	5,055,100.00	5,018,113.38	30.70	157	118	2.801
Bancorp South	3,458,021.70	3,458,021.70	3,458,021.70	21.15	1	1	0.003
Texpool/Texpool Prime	2,360,010.66	2,360,010.66	2,360,010.66	14.44	1	1	0.575
TexStar	1,626,182.27	1,626,182.27	1,626,182.27	9.95	1	1	0.445
Frost Bank	8,282.36	8,282.36	8,282.36	0.05	1	1	0.000
Money Market	3,877,452.85	3,877,452.85	3,877,452.85	23.72	1	1	0.315
Investments	16,329,949.84	16,385,049.84	16,348,063.22	100.00%	49	37	1.062
Cash and Accrued Interest							
Accrued Interest at Purchase		109,836.07	109,836.07				
Subtotal		109,836.07	109,836.07				
Total Cash and Investments	16,329,949.84	16,494,885.91	16,457,899.29		49	37	1.062
Total Earnings							
	April 30	Month Ending	Fiscal Year To Date				
Current Year		14,608.96	91,259.89				

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 04/01/2020-04/30/2020
 Data Updated: SET_LAMP: 05/18/2020 15:22
 Run Date: 05/18/2020 - 15:23

Portfolio LAMP
 AP
 PM (PRF_PM1) 7.3.0
 Report Ver 7.3.6.1



**City of Lampasas, Texas
Summary by Type
April 30, 2020
Grouped by Fund**

Patterson & Associates
901 S. McPac
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	2,481,661.76	2,481,661.76	15.18	0.002	1
Money Market	5	3,877,452.85	3,877,452.85	23.72	0.315	1
Texpool/Texpool Prime	1	1,776,563.26	1,776,563.26	10.87	0.455	1
Municipal Bonds Actual	1	3,000,000.00	3,010,868.03	18.42	2.801	118
Subtotal	10	11,135,677.87	11,148,545.00	68.19	0.939	33
Fund: Cert. of Obligation 2016						
Texpool/Texpool Prime	1	583,447.40	583,447.40	3.57	0.941	1
Subtotal	1	583,447.40	583,447.40	3.57	0.941	1
Fund: Electric						
Bancorp South	1	363,648.18	363,648.18	2.22	0.002	1
Frost Bank	1	8,282.36	8,282.36	0.05	0.000	1
TexStar	1	1,625,182.27	1,625,182.27	9.95	0.445	1
Municipal Bonds Actual	1	2,000,000.00	2,007,245.35	12.28	2.801	118
Subtotal	4	3,998,112.81	4,005,358.16	24.50	1.585	60
Fund: LEDC						
Bancorp South	2	333,267.01	333,267.01	2.04	0.003	1
Subtotal	2	333,267.01	333,267.01	2.04	0.003	1
Fund: Seizures						
Bancorp South	2	20,493.49	20,493.49	0.13	0.022	1
Subtotal	2	20,493.49	20,493.49	0.13	0.022	1
Fund: Trust						
Bancorp South	2	72,902.56	72,902.56	0.45	0.003	1
Subtotal	2	72,902.56	72,902.56	0.45	0.003	1
Fund: Water						
Bancorp South	1	186,048.70	186,048.70	1.14	0.002	1

City of Lampasas, Texas
 Summary by Type
 April 30, 2020
 Grouped by Fund

<u>Security Type</u>	<u>Number of Investments</u>	<u>Par Value</u>	<u>Book Value</u>	<u>% of Portfolio</u>	<u>Average YTM 365</u>	<u>Average Days to Maturity</u>
Subtotal	1	188,048.70	188,048.70	1.14	0.002	1
Total and Average	22	16,329,949.84	16,348,083.22	100.00	1.062	37



City of Lampasas, Texas
 Fund CASH - Cash
 Investments by Fund
 April 30, 2020

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 Date	Days To Maturity
Municipal Bonds Actual											
882724PY7	10057	State of Texas Tax	03/23/2020	3,010,868.03	3,000,000.00	3,033,060.00	4.000	2.801	2.801	08/27/2020	118
Subtotal and Average				3,010,868.03	3,000,000.00	3,033,060.00		2.801	2.801		118
Bancorp South											
0474	10004	Bancorp South	09/01/2014	2,453,522.07	2,453,522.07	2,453,522.07	0.003	0.002	0.002		1
3213	10006	Bancorp South	09/01/2014	407.86	407.86	407.86					1
4187	10007	Bancorp South	09/01/2014	27,731.83	27,731.83	27,731.83	0.003	0.002	0.002		1
Subtotal and Average				2,481,661.76	2,481,661.76	2,481,661.76		0.002	0.002		1
Texpool/Texpool Prime											
14103	10000	Texpool	09/01/2014	1,776,563.26	1,776,563.26	1,776,563.26	0.455	0.448	0.455		1
Subtotal and Average				1,776,563.26	1,776,563.26	1,776,563.26		0.449	0.455		1
Money Market											
5001632	10023	Austin Capital Bank MM	01/29/2015	248,237.35	248,237.35	248,237.35	0.390	0.384	0.390		1
XXXX579	10026	Business Bank of TX ICS	04/02/2015	3,143,324.40	3,143,324.40	3,143,324.40	0.310	0.305	0.310		1
XXXX561	10029	Business Bank of TX ICS	06/01/2015	485,889.10	485,889.10	485,889.10	0.310	0.305	0.310		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				3,877,462.85	3,877,462.85	3,877,462.85		0.311	0.315		1
Total Investments and Average				11,148,545.90	11,135,877.87	11,168,737.87		0.837	0.839		32

Fund CERTS16 - Cert. of Obligation 2016
Investments by Fund
April 30, 2020

Page 2

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
Texpool/Texpool Prime										
14103A	10041	Texpool Prime	11/08/2016	583,447.40	583,447.40	583,447.40	0.941	0.928	0.940	1
Subtotal and Average				583,447.40	583,447.40	583,447.40		0.928	0.941	1
Total Investments and Average				583,447.40	583,447.40	583,447.40		0.928	0.941	1

Run Date: 05/18/2020 - 15:26

Portfolio LAMP
AP
F1 (PRF_F1) 7.1.1
Report Ver. 7.3.6.1

Fund ELEC - Electric
Investments by Fund
April 30, 2020

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Date	Days To Maturity
Municipal Bonds Actual											
882724PY7	10056	State of Texas Tax	03/23/2020	2,007,245.35	2,000,000.00	2,022,040.00	4.000	2.801	2.801	08/27/2020	118
Subtotal and Average				2,007,245.35	2,000,000.00	2,022,040.00		2.801	2.801		118
Bancorp South											
0572	10005	Bancorp South	09/01/2014	363,648.18	363,648.18	363,648.18	0.003	0.002	0.002		1
Subtotal and Average				363,648.18	363,648.18	363,648.18		0.002	0.003		1
TexStar											
17390	10001	TexStar	09/01/2014	1,626,182.27	1,626,182.27	1,626,182.27	0.445	0.438	0.444		1
Subtotal and Average				1,626,182.27	1,626,182.27	1,626,182.27		0.439	0.445		1
Frost Bank											
1732110	10022	Frost Bank Public Checking	01/20/2015	8,282.36	8,282.36	8,282.36					1
Subtotal and Average				8,282.36	8,282.36	8,282.36		0.000	0.000		1
Total Investments and Average				4,005,358.16	3,998,112.81	4,020,152.81		1.582	1.585		59

Fund LEDC - LEDC
Investments by Fund
April 30, 2020

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	308,887.46	308,887.46	308,887.46	0.003	0.002	0.002	1
2363	10003	Bancorp South	09/01/2014	24,379.55	24,379.55	24,379.55	0.003	0.002	0.002	1
Subtotal and Average				333,267.01	333,267.01	333,267.01		0.002	0.003	1
Total Investments and Average				333,267.01	333,267.01	333,267.01		0.002	0.003	1

Fund SEIZ - Seizures
Investments by Fund
April 30, 2020

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 380	YTM 395	Maturity Days To Date Maturity
Bancorp South										
0763	10008	Bancorp South	09/01/2014	16,488.85	16,488.85	16,488.85	0.003	0.002	0.002	1
1999	10009	Bancorp South	09/01/2014	4,004.64	4,004.64	4,004.64	0.100	0.098	0.100	1
Subtotal and Average				20,493.49	20,493.49	20,493.49	0.021	0.022		1
Total Investments and Average				20,493.49	20,493.49	20,493.49	0.021	0.022		1

Fund TRUST - Trust
Investments by Fund
April 30, 2020

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
Bancorp South										
6349	10010	Bancorp South	09/01/2014	43,203.32	43,203.32	43,203.32	0.003	0.002	0.002	1
6348	10011	Bancorp South	09/01/2014	29,699.24	29,699.24	29,699.24	0.003	0.002	0.002	1
Subtotal and Average				72,902.56	72,902.56	72,902.56		0.002	0.003	1
Total Investments and Average				72,902.56	72,902.56	72,902.56		0.002	0.003	1

**Fund WATER - Water
Investments by Fund
April 30, 2020**

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	186,048.70	186,048.70	186,048.70	0.003	0.002	0.002	1
Subtotal and Average				186,048.70	186,048.70	186,048.70	0.002	0.003		1
Total Investments and Average				186,048.70	186,048.70	186,048.70	0.002	0.003		1



**City of Lampasas, Texas
Interest Earnings
Sorted by Fund - Fund
April 1, 2020 - April 30, 2020
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	1,776,563.26	1,775,898.82	1,775,920.97		0.455	0.455	664.44	0.00	664.44
5001632	10023	CASH	RR5	248,237.35	248,157.12	248,159.79		0.390	0.393	80.23	0.00	80.23
XXXX561	10029	CASH	RR5	485,889.10	485,765.32	485,769.45		0.310	0.310	123.78	0.00	123.78
XXXX579	10026	CASH	RR5	3,143,324.40	3,142,523.65	3,142,550.34		0.310	0.310	800.75	0.00	800.75
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	2,453,522.07	2,326,254.66	2,330,496.91		0.003	0.003	4.96	0.00	4.96
3213	10006	CASH	RRP	407.85	357.86	376.19				0.00	0.00	0.00
4187	10007	CASH	RRP	27,731.83	24,065.29	24,336.17		0.003	0.002	0.05	0.00	0.05
882724PY7	10057	CASH	NCB	3,000,000.00	3,013,631.08	3,012,203.50	08/27/2020	4.000	2.857	9,836.07	-2,763.05	7,073.02
			Subtotal	11,136,677.87	11,016,655.80	11,019,816.32			0.988	11,610.28	-2,763.05	8,747.23
Fund: Cert. of Obligation 2018												
14103A	10041	CERTS16	RR2	583,447.40	736,725.16	708,967.90		0.941	0.944	550.13	0.00	550.13
			Subtotal	583,447.40	736,725.16	708,967.90			0.944	550.13	0.00	550.13
Fund: Electric												
17390	10001	ELEC	RR3	1,626,182.27	1,625,588.09	1,625,607.90		0.445	0.445	594.18	0.00	594.18
1732110	10022	ELEC	RR4	8,282.36	8,282.36	8,282.36				0.00	0.00	0.00
0672	10005	ELEC	RRP	363,648.18	361,097.44	362,744.96		0.003	0.002	0.74	0.00	0.74
882724PY7	10056	ELEC	NCB	2,000,000.00	2,009,087.39	2,008,135.67	08/27/2020	4.000	2.857	6,557.38	-1,842.04	4,715.34
			Subtotal	3,998,112.81	4,004,055.28	4,004,770.89			1.813	7,162.30	-1,842.04	5,310.28
Fund: LEDC												
1092	10002	LEDC	RRP	308,887.46	309,048.17	308,952.73		0.003	0.002	0.63	0.00	0.63
2363	10003	LEDC	RRP	24,379.55	24,379.50	24,379.50		0.003	0.002	0.05	0.00	0.05
			Subtotal	333,267.01	333,427.67	333,332.23			0.002	0.88	0.00	0.88
Fund: Seizures												
1999	10009	SEIZ	RRP	4,004.64	33.54	1,886.69		0.100	0.064	0.10	0.00	0.10
0763	10008	SEIZ	RRP	16,488.85	16,863.82	16,680.49		0.003	0.002	0.03	0.00	0.03

City of Lampasas, Texas
Interest Earnings
April 1, 2020 - April 30, 2020

CUSIP	Investment #	Fund	Security Type	Ending Par Value	Beginning Book Value	Average Book Value	Maturity Date	Current Rate	Adjusted Interest Earnings			
									Annualized Yield	Interest Earned	Amortization/ Accretion	Adjusted Interest Earnings
Subtotal				20,493.49	18,897.38	18,587.18		0.009	0.13	0.00	0.13	
Fund: Trust												
6348	10011	TRUST	RRP	29,699.24	29,699.18	29,699.18		0.003	0.002	0.06	0.00	0.06
6349	10010	TRUST	RRP	43,203.32	43,203.23	43,203.23		0.003	0.003	0.09	0.00	0.09
Subtotal				72,902.56	72,902.41	72,902.42		0.003	0.15	0.00	0.15	
Fund: Water												
1639	10012	WATER	RRP	186,048.70	184,798.32	185,550.83		0.003	0.002	0.38	0.00	0.38
Subtotal				186,048.70	184,798.32	185,550.83		0.002	0.38	0.00	0.38	
Total				18,329,949.84	18,385,482.00	18,343,906.77		1.088	19,214.05	-4,805.09	14,608.98	



**City of Lampasas, Texas
Amortization Schedule
April 1, 2020 - April 30, 2020
Sorted By Fund - Fund**

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

Investment #	Issuer	Fund	Maturity Date	Beginning Par Value	Purchase Principal	Original Premium or Discount	Ending Book Value	Amounts Amortized And Unamortized As of 04/01/2020	Amount Amortized This Period	Amt Amortized Through 04/30/2020	Amount Unamortized Through 04/30/2020
			Amort. Date	Current Rate							
Cash											
10057	State of Texas Tax	CASH	08/27/2020	3,000,000.00 4.000	3,014,460.00	14,460.00	3,010,868.03	-828.92 13,631.08	-2,763.05	-3,591.97	10,868.03
				Subtotal	3,014,460.00	14,460.00	3,010,868.03	-828.92 13,631.08	-2,763.05	-3,591.97	10,868.03
Electric											
10056	State of Texas Tax	ELEC	08/27/2020	2,000,000.00 4.000	2,009,640.00	9,640.00	2,007,245.35	-552.61 9,087.39	-1,842.04	-2,394.65	7,245.35
				Subtotal	2,009,640.00	9,640.00	2,007,245.35	-552.61 9,087.39	-1,842.04	-2,394.65	7,245.35
				Total	5,024,100.00	24,100.00	5,018,113.38	-1,381.53 22,718.47	-4,605.09	-5,986.62	18,113.38

PATTERSON & ASSOCIATES



INVESTMENT PROFESSIONALS

City of Lampasas, Texas
Projected Cashflow Report
 Sorted by Monthly
 For the Period May 1, 2020 - November 30, 2020

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

Projected Trans. Date	Investment #	Fund	Security ID	Transaction Type	Issuer	Par Value	Original Cost	Principal	Interest	Total
August 2020										
08/27/2020	10056	ELEC	882724PY7	Maturity	State of Texas Tax	2,000,000.00	2,009,640.00	2,000,000.00	78,251.37	2,078,251.37
08/27/2020	10057	CASH	882724PY7	Maturity	State of Texas Tax	3,000,000.00	3,014,460.00	3,000,000.00	117,377.05	3,117,377.05
Total for August 2020						5,000,000.00	5,024,100.00	5,000,000.00	195,628.42	5,195,628.42
GRAND TOTALS:						5,000,000.00	5,024,100.00	5,000,000.00	195,628.42	5,195,628.42

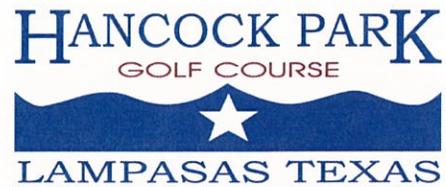
Run Date: 05/18/2020 - 15:29

Portfolio LAMP
 AP
 PC (PRF_PC) 7.2.0
 Report Ver. 7.3.6.1

LAMPASAS PUBLIC LIBRARY

APRIL 2020

Circulation	We circulated 2,448 items in April, which is down 49.7% from March (4,864). The library was closed to the public the whole month of April in response to COVID-19. During this time, we've offered curbside (front porch) service for those who have items on reserve. We also had a large number of online renewals by patrons.
Door Count	The library was closed the whole month of April.
Internet Usage	There was no Internet usage in April due to library closure.
Wifi Usage	We had 80 distinct clients use the public wifi in April, which is down 59.6% from March. There was only an average of 7 users per day, which down 53.3% from last month.
Text Interactions	We communicated, via text messages, with 97 unique phone numbers in April, which is down 27.4% from March (144). However, we sent/received a total of 646 messages, which is down only 16.4% from last month (773).
Postponements	Due to COVID-19, we have had to postpone many programs and events, including the Book Festival, Painted Chair Fundraiser, and some of the other monthly programs we had scheduled.
Library Park	The treehouse and pavers have been installed, cement has been poured, a lot of work on the sign has been done, and now the irrigation guys are working. Next up should be landscaping. If you haven't been by, it's quite a sight! The picnic tables are due in the first week in June.
Summer Reading	We are preparing for our revised version of summer reading this year. The theme this year is "Imagine Your Story...". Each week we will offer craft packets for children to pick up. There will also be a list of books that relate to the craft, if they wish to read about that topic. Each week we will also be posting a video on Facebook of a staff member reading a story from their book list. And finally, we will have a virtual program from the ScienceTellers, "Dragons: Return of the Ice Sorceress." This video will be viewable all summer long.

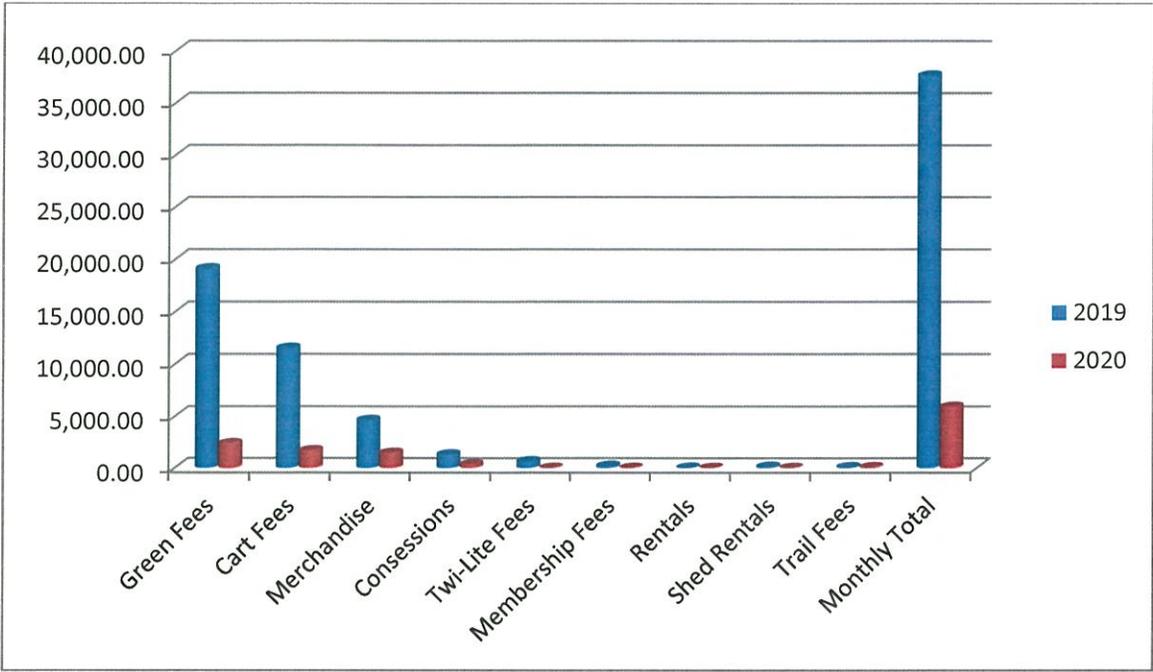


Memo

To: Finley deGraffenied, City Manager
From: Van Berry, Golf Course Manager
cc: City Council Members
Date: May 20, 2020
Re: Monthly Report, April 2020

- The course was closed on March 24, 2020 due to COVID-19 and was closed for 30 days. We opened the course on April 24, 2020 to members only and opened to the public on April 27, 2020. Even though the course was closed for play, the golf course grounds crew continued their normal daily maintenance.
- Since the course was closed on March 24 for play we decided to aerate the greens and tee boxes. We normally aerate around the first or second week of April.
- Since we re-opened the golf course, we have been extremely busy. We have started doing tee times every day of the week, which has worked out very well. The first tee time starts at 7:30 a.m. and all golfers have to be off the course at 7:30 p.m. I compared the first 18 days of May 2020 to the first 18 days of May 2019 and the revenue for the first 18 days of May 2020 was double from May 2019. I don't really know why other than people have been staying home and were ready to get out.
- Applied 800 lbs. of Gypsum on the greens.
- Applied 600 lbs. of 0-0-30 (potash) on the greens.
- Applied 300 lbs. of fertilizer on the greens.
- Sprayed the greens nitrogen.
- Applied 100 lbs. of Extinguish plus Ant Bait to control the fire ants on the course.

Hancock Park G.C. April Revenue Comparison 2019 and 2020



Golf Course was closed on March 24, 2020 and re-opened to Members Only on April 23 and opened to everyone on April 27.

Memo



Municipal Court

To: Finley deGraffenried, City Manager, Honorable Mayor and City Council

From: Lewann Turner, Court Clerk I

Date: Thursday, May 21, 2020

Re: Monthly Report April 2020

The mission of the Lampasas Municipal Court is to serve as the Judicial Branch of the City that processes and adjudicates all Class C Misdemeanors occurring within the city's police jurisdiction in a fair, accessible and timely manner.

As reported to the Office of Court Administration, OCA is a state agency in the Judicial Branch that operates under the direction and supervision of the Supreme Court of Texas and the Chief Justice and is governed primarily by Chapter 72 of the Texas Government Code, the Lampasas Municipal Court figures are as follows:

New Cases	82
Convictions	44
Compliance Dismissals	34
Hrs. Community Service Completed	92
Total Dollar Amount CS	\$1,146.10
Waived for Indigency	\$2,126.63
Total Collected	\$17,113.38
Total kept by City	\$11,932.45

A handwritten signature in black ink, appearing to be "J. deG.", is located in the bottom right corner of the page.

CITY SECRETARY DEPARTMENT/ APRIL 2020 MONTHLY REPORT

Brief Monthly Overview of Department Employees:

Christina Marez, City Secretary/HR

- Post Board and Committee meetings' agendas
- Assisted the Accountant(s) with payroll checks and Employee Longevity checks
- Attended and took minutes of April 13 & April 27 regular Council meetings and the April 20 Special Council meeting.
- Processed (5) Open Records Requests; does not include those that Becky or Vicki may have responded to
- HR Department responsibilities, as well as City Secretary responsibilities

Becky Sims, Zoning Administrator/Assistant City Secretary

- Works with and supports the City Manager, City Secretary, Building Official and Directors on various projects as needed
- Post Council, Board and Committee meetings' agendas
- Building Department responsibilities – key contact person for issuing permits
- Planning & Zoning responsibilities – key contact person who handles all the inquiries/requests and all administrative work/research; ensures to meet all requirements on Public Hearing and/or Meeting notices and surrounding 200-foot property owner notification letters; prepares Planning and Zoning and ZBA packets
- Supports the City Secretary with not only preparing Council packets but other key work such as codification of City Ordinances; indexing of Council minutes and City Ordinances

Vicki Tower, Assistant City Secretary – Last day with Department was May 18; Chasity Shifflett was hired to replace her.

- Assist the City Manager, City Secretary, Zoning Administrator, Building Official, and Parks & Recreation Director with daily operations
- Post Board and Committee meetings' agendas
- Maintains Monthly Newsletter on City Website
- Prepares and posts LEDC, Parks & Airport agendas and minutes on websites, post City Council minutes on website upon Council approval.
- Handles the reservations and rentals of the Historic Hostess House, Hancock Park Pavilion and Ruth Eakin Outdoor Theater
- Maintains inspection and registration process for all City vehicles

Ramon Canada, Custodian

- Provided custodial services and minor maintenance to the City Administration Building, Police Department and City Library; serves as backup to the other custodian, Trisha Eicher, when she is off.

Personnel Information– currently

- 115 Fulltime positions & 15 Part-time positions; there are presently 3 F/T & 2 P/T vacancies: Park Maintenance Technician, Animal Control Officer and Police Officer. The 2 P/T vacancies are P/T Firefighter positions.

To: Finley deGraffenried, City Manager
Honorable Mayor Misti Talbert and City Council

From: Sammy Bailey, Chief of Police
Date: May 4, 2020

Ref: Monthly City Council Report, April 2020

April was a month full of changes and new procedures to be written and followed, due to coronavirus spread precautions, President Trump, Governor Abbott's Executive Orders, and the Mayor and City Council's orders.

Overall, all of our statistics were slightly lower due to the stay at home orders, new procedures and precautions we are taking to prevent the spread of the coronavirus while continuing to serve and protect.

We received 113 cases reported and cleared 92. A few of the cases we followed up on during April:

- Seven assaults with 3 involving deadly weapons, all cleared.
- We assisted a sexual assault victim regarding Austin area cases.
- Three thefts from motor vehicles, the catalytic converters were stolen. We are conducting follow-up with the Killeen Organized Crime Unit and Bell County, in regards to possible suspect/s and other possible cases in the Central Texas area.
- Three burglary of vehicles were reported with one in the 600 block of East Avenue F having money stolen from the vehicle and the other two in the 1200 block of East Avenue G with no items reported stolen.
- One suspect from Abilene evaded and was apprehended/the vehicle he was evading in was stolen from Austin. Officer Watson and Lt. Montgomery were able to cause this suspect to be apprehended and the vehicle recovered.
- In another stolen vehicle case, the vehicle was stolen by a family member and later found returned. The victim request no charges be filed at this time.
- One attempted scam of the elderly due to a "Family Emergency Scam", great work by a local business and Sgt. Tim Ryan prevented an elderly female from a 13K theft.
- We made a total of 235 department contacts; this included:
38 adult arrest, 70 traffic citations issued, 118 warnings issued. These contacts included: 4 Driving While Intoxicated arrest and 8 charges of drug possession. While taking precautions during these strange times we managed to have 11 public relations contacts.
- We conducted 23 accident investigations with 1 being major.
- Code Enforcement Sgt. Barrio identified and received 48 new code enforcement violations.
- We answered 759 calls for service, answered 4401 phone calls, completed 30 escorts, assisted 29 motorist, aided 3 having behavioral issues, answered 212 calls from 911, and Communications Supervisor/Records Kelli Sanguinet answered 27 open records request.
- We applied for the 2020 Bulletproof Vest Partnership Grant.
- Lt. Montgomery completed Step-Grant paperwork.

- SRO Sergeant Sheldon and SRO Hernandez assisted with handing out meals at the schools.
- Asst. Chief Cummings compiled and contacted all that applied for Police Officer/Cadet applications.
- Supervisor Kasey Schwartzer compiled and contacted all who applied for the Animal Control/Tech Officer position. We currently have 12 dogs, 3 cats, 1 goat and 1 ferret at the shelter. The shelter was closed to the public by appointment only during the month of April.
- We are still not allowing volunteers, riders, and guest at either of our facilities or units.
- In early 2020, thousands of law enforcement officers and other first responders throughout the country contracted COVID-19 during this worldwide pandemic due to requirements of our jobs. As the virus spreads, many more first responders vulnerable to contracting the virus, will contract it. The death toll includes too many of our law enforcement brothers and sisters. Please know that we continue to follow smart and strategic safety and health precautions to keep ourselves and those around us as healthy with no intentions of providing any less of service to our community.



Finance/Utility Billing & Collection

MEMO

Date: May 21, 2020

To: Finley deGraffenried, City Manager

YMK
From: Yvonne Moreno, Finance Director

RE: Monthly Report for April 2020

Finance Department:

- * Completed/reviewed all journal entries.
- * Started working on budget sheets for the departments.
- * Worked on schedules for employees due to Covid-19.
- * Accounts Payables processing is on a regular schedule and bills are processed on a weekly basis ensuring that our expenses are stated in a timely manner.
- * All payments for the 2016 CO projects are transferred from TexPool Prime to Bancorp South to cover those invoices. Interest earned for April was \$550.13.
- * Sales Tax for April was \$148,525 which is an increase of 2.80% from April of 2019.
- * Reconciled 18 bank accounts
 - Processed 291 Accounts Payable Checks
 - Processed Bi-Weekly Payroll and Longevity Checks

Utility Department:

- The Electric billing for April 2020 was 3.87% lower than was billed in April 2019.
The Water billing for April 2020 was 4.64% lower than what was billed in April 2019.
- March Statistics for the department:

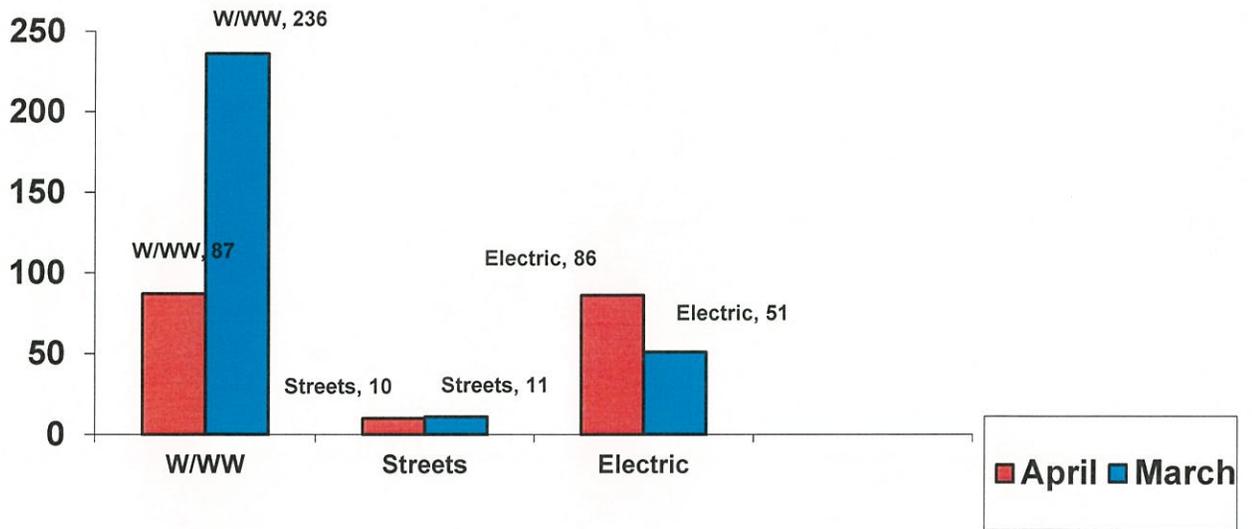
Total Water Customers	3,521
Total Wastewater Customers	2,812
Total Electric Customers	4,940
Residential Garbage Customers	2,698
Connects:	54
Disconnects:	40
Read In/Read Out:	38
Disconnects for Non-Pay:	0



Public Works

MAY 2020

Public Works Work Order's
Numbers are actual number of work orders



Work Order Summary:

Received: 183

Completed: 137

Voids: 4

To: Rickie Roy
From: Carlos Garcia
Date: Thursday, May 21, 2020
Re: April Monthly

Street Department

Mr. Roy,

For the month of April, the Streets Department worked on,

- 1) Street – Total Work Orders = 10, Total Complete = 9, Total Outstanding =1, Total Void = 2
- 2) Mowed drains and right away.
- 3) We did patch workorders.
- 4) Tree trimming.

For the month of May, we will be continuing routine road and patching repair. We will be continuing taking care of work orders. Continuing working on line of sights. Mowing season is here and we will be continuing to take care of the drains and right a ways.

Memo



To: Rickie Roy
From: Flint Geagley
Date: May 8, 2020
Re: April Activities

Electric Department

This month's activities involved:

- Received a total of 86 work orders and completed 79.
- Set 7 poles, replace 2 bad crossarms, built line at Willis and Deb Lynn for new houses and reworked feeder line by Turner field after tree limb fell and took out line and crossarm
- Connected: 2 upgrades, 3 new services, and 1 temp
- Set 7 poles: replaced 1 pole to upgrade line on west 1st, replaced 1 pole on east FM 580 (pole top split), set 2 poles on Bridge street for new house, set 2 poles on Supple for new house and set 1 pole on north Hwy 281 for new business
- Overtime: Received 9 callouts – 5- limb on line, 1- replaced bad transformer, 1- replaced bad lightning arrestor, 1- refused line (storm) and 1- customer got kite in electric line
 - Activities for the Year 2019 - 2020:
 - Pole Inspection replacement: total 389 poles, have replaced 277 poles
 - Stone Valley: Set poles on Sandstone Cove (70% complete)
 - New Strip Center by Walmart: Have transformer ordered
 - Brown St Subdivision: rebuilt line on Brown street to remove pole out of entrance to subdivision. Will have to build in new lines to service homes (20% complete)
 - New Covenant Church: Have ordered transformer

Monthly Report



To: Rickie Roy, Public Works Director
From: Van Sims, W/WW Operations Manager
Date: May 13, 2020
Re: April 2020 Monthly Report

Water/Wastewater
Department

Summary of Activities

- **Operation of Water Distribution System**
 1. Made 4 new service taps.
 2. Repaired 7 water leaks.
 3. Set 2 water new water meters.
 4. Completed required monthly flushing.
 5. Conducted all required water testing; recorded and logged data.
 6. Began Deer Trail water looping project.

- **Operation of Wastewater Collection System**
 1. Made one new sewer tap.
 2. Cleared 5 sewer stoppages.
 3. Serviced Windsor line.
 4. Completed all monthly lift station checks.
 5. Started sewer extension on Deb Lynn.

- **Operation of Wastewater Treatment Facility**
 1. Completed all daily checks of equipment and facilities.
 2. Collected all TCEQ required samples for the municipal plant.
 3. Performed all required analysis, recorded and logged data.
 4. Performed all routine maintenance on scheduled equipment.
 5. Removed 175 yds of cake.

- Total Work Orders Completed -87
- Utility Locates -17
- Customer Service Calls -7

Monthly Report



To: Rickie Roy, Public Works Director
From: Van Sims, W/WW Operations Manager
Date: May 7, 2020
Re: March 2020 Operating Report

Water/Wastewater
Department

Summary of Activities

- **Operation of Water Distribution System**
 1. Completed 1 new water tap
 2. Repaired 5 water leaks
 3. Completed 7-meter maintenance work orders/ 1-meter set/ 4-meter change outs.
 4. Responded to 20 Customer service calls

- **Operation of Wastewater Collection System**
 1. Cleared 14 sewer calls
 2. Ran Windsor main line 4 times

- **Operation of Wastewater Treatment Facility**
 1. Completed all required TCEQ testing and samples
 2. Cleaned and serviced plant equipment
 3. Hauled 325 tons of cake sludge

- Total Work Orders 236
Line Locates- 24
Completed 4 Routing Forms
24 Customer Service Calls

Lampasas Economic Development Corporation

From: Mandy Walsh

Re: Staff Report

Date: May 20, 2020

Current Development

Lampasas Beer Market (502 S Pecan) has completed plan reviews with the building official and fire marshal, and are able to have their contractors pull permits. Local developer Mike Irvin has closed on the property at 503 S Pecan, adjacent to his proposed 6-story residential and retail development, and has discussed concepts for a restaurant and brewery. The Built Wright development has received permits and gone vertical (Golden Chick/Pizza Hwy 190). Silver Creek Assisted Living has passed their final inspection with the City and are awaiting the inspection by the State. Marketplace Retail (Mike Irvin Hwy 281 S) is continuing tenant finish-out on a few, but has completed most. Some had soft openings prior to COVID-19, but are anticipating being full and open with (10) businesses in the next few months. Bill's Burgers received their final inspection and are hosting a soft opening this Friday, May 15, with a live band. The Cherry on Top has continued renovating 407 S Western; if you drive by you'll notice all new doors and soon the building will have a fresh coat of eye-catching paint!

Internet

Staff is continuing to work with several companies interested in providing broadband service to the City. We are reviewing information regarding each company and their intent with our legal counsel and look to have more detailed information to provide in the coming weeks.

BRE

Retention and expansion has been at the forefront during COVID-19. The grant we approved and distributed has made a huge impact on retaining many of our small businesses through this time. In addition, we've had several use this time to expand their current operation. The Wool & Vine owners are venturing into a new business alongside their current business. The Hidden Pearl will be opening soon, specializing in Charcuterie boards-otherwise known as antipasto or "meat and cheese" boards. The focus will be quality and simplicity and they will be sourcing locally for ingredients. Moonie's Hemporium & Simplicity Home Goods will be the new name of the former Gillen's Mercantile. They have rearranged their product line and added new lavender products, specialty t-shirts, Simplicity Home Goods and baked goods. The Other Place has taken on a new business approach and will be selling products from an array of local vendors and some vendors out of Fredericksburg. They've also created a few photo opportunities on their storefront for locals and tourists to enjoy. Day One Family Fitness will reopen Monday, May 18th and have done upgrades to their building; arranging equipment to provide more space between members, plexiglass

funding for the Life Safety Grant in our Economic Development Programs, which is the same funding we typically use for community organization requests. We have two business owners completing their Life Safety Grant applications and hope to have those submitted in the next 1-2 months for the Review Committee.

Sales Tax

We've seen an increase of 11.33% for May sales tax receipts, but it reflects sales from March. This total was \$179,650 versus \$161,363 in 2019. For the first 8 months of the City's FY, \$1,330,981 has been collected, compared to \$1,233,505 at this time last year (7.9% increase). We will enjoy this for now although we fully expect the pandemic to negatively impact future sales tax receipts.

Chamber of Commerce

The Chamber Director and I have been working closely on ideas for post-COVID workshops for our business owners. One of the ideas we discussed early on during the closure was the lack of e-commerce from local retailers. We are currently exploring options on format and speakers we'd like to invite to assist in helping our retailers set up websites, expand their customer base and sell their products online.

Lampasas Fire Department

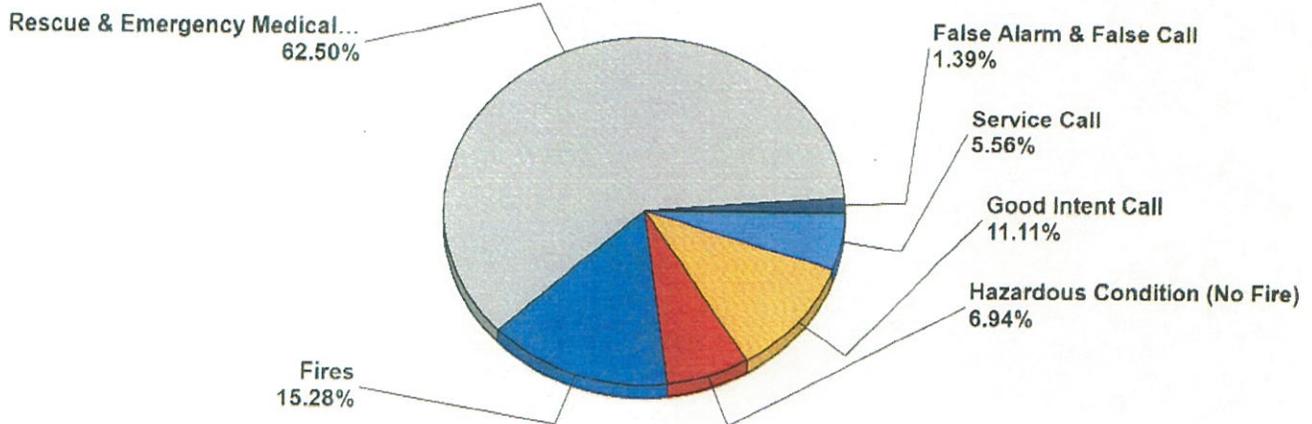
Lampasas, TX

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Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 04/01/2020 | End Date: 04/30/2020



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	11	15.28%
Rescue & Emergency Medical Service	45	62.50%
Hazardous Condition (No Fire)	5	6.94%
Service Call	4	5.56%
Good Intent Call	8	11.11%
False Alarm & False Call	1	1.39%
TOTAL	74	100.00%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



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Doc Id: 553

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JMB

Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	2	2.70%
112 - Fires in structure other than in a building	1	1.35%
113 - Cooking fire, confined to container	2	2.70%
130 - Mobile property (vehicle) fire, other	1	1.35%
131 - Passenger vehicle fire	2	2.70%
142 - Brush or brush-and-grass mixture fire	2	2.70%
143 - Grass fire	1	1.35%
311 - Medical assist, assist EMS crew	39	52.70%
321 - EMS call, excluding vehicle accident with injury	1	1.35%
322 - Motor vehicle accident with injuries	1	1.35%
324 - Motor vehicle accident with no injuries.	4	5.41%
412 - Gas leak (natural gas or LPG)	2	2.70%
420 - Toxic condition, other	1	1.35%
444 - Power line down	1	1.35%
445 - Arcing, shorted electrical equipment	1	1.35%
550 - Public service assistance, other	1	1.35%
551 - Assist police or other governmental agency	1	1.35%
553 - Public service	1	1.35%
561 - Unauthorized burning	1	1.35%
611 - Dispatched & cancelled en route	7	9.46%
631 - Authorized controlled burning	1	1.35%
735 - Alarm system sounded due to malfunction	1	1.35%
TOTAL INCIDENTS:	74	100.00%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.

Lampasas Fire Department

Lampasas, TX

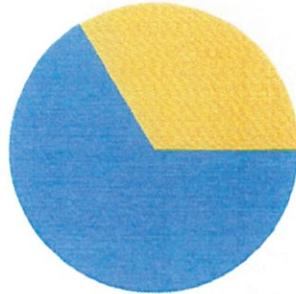
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Count of Incidents by Incident Type per Zone

Incident Status: Reviewed | Start Date: 04/01/2020 | End Date: 04/30/2020

% of Incidents per Zone



■ City Limits - City Limits
■ County - County

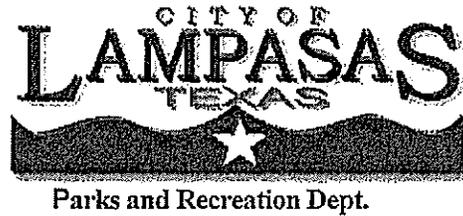
INCIDENT TYPE	# INCIDENTS	% of TOTAL
City Limits - City Limits		
113 - Cooking fire, confined to container	1	1.35%
311 - Medical assist, assist EMS crew	31	41.89%
322 - Motor vehicle accident with injuries	1	1.35%
324 - Motor vehicle accident with no injuries.	3	4.05%
412 - Gas leak (natural gas or LPG)	2	2.70%
420 - Toxic condition, other	1	1.35%
444 - Power line down	1	1.35%
550 - Public service assistance, other	1	1.35%
551 - Assist police or other governmental agency	1	1.35%
553 - Public service	1	1.35%
611 - Dispatched & cancelled en route	5	6.76%
735 - Alarm system sounded due to malfunction	1	1.35%
Zone: City Limits - City Limits Total Incident:	49	66.22%
County - County		
111 - Building fire	2	2.70%
112 - Fires in structure other than in a building	1	1.35%
113 - Cooking fire, confined to container	1	1.35%
130 - Mobile property (vehicle) fire, other	1	1.35%
131 - Passenger vehicle fire	2	2.70%
142 - Brush or brush-and-grass mixture fire	2	2.70%
143 - Grass fire	1	1.35%
311 - Medical assist, assist EMS crew	8	10.81%
321 - EMS call, excluding vehicle accident with injury	1	1.35%
324 - Motor vehicle accident with no injuries.	1	1.35%
445 - Arcing, shorted electrical equipment	1	1.35%
561 - Unauthorized burning	1	1.35%
611 - Dispatched & cancelled en route	2	2.70%
631 - Authorized controlled burning	1	1.35%

Report shows count of incidents for Status selected.

INCIDENT TYPE	# INCIDENTS	% of TOTAL
Zone: County - County Total Incident:	25	33.78%
TOTAL INCIDENTS FOR ALL ZONES:	74	100%

Report shows count of incidents for Status selected.

Memo



To: Honorable Mayor and City Council Members
CC: Finley deGraffenried, City Manager
From: Chris Eicher, Director of Parks and Recreation
Date: May 21, 2020
Re: Monthly Report April 2020

PARKS

Even under the constant stress and uncertainty of COVID-19 our crews have worked very hard to maintain all parks areas and facilities at a level that meets or exceeds expectations of citizens and staff. April is typically busy, and this year is no exception. With a multitude of events and daily operations being out of the norm, I'm very proud to report that our incredible staff has not skipped a beat! We have been working on cleaning and sanitizing our areas and buildings at an outstanding level, that in my opinion, is something that all of our citizens and visitors can be proud of. As with any spring, our mowing and weedeating schedules have been non stop, and preparations for an uncertain pool season are ongoing.

SPORTS FACILITIES

(see reports)

CEMETERY

(see reports)

**Department: Parks
Monthly Activity Report
MONTH OF APRIL 2020**

I) Regular Personnel Hours Available: 1200.00

LESS:

A)	Vacation Leave	
B)	Sick Leave	8.00
C)	Supervision/Training	48.00
D)	Holiday	48.00
E)	Covid19 Standby	480.00

SUB-TOTAL 584.00

PLUS:

A)	Over Time	23.00
B)	Temporary Labor	
C)	Part Time	
D)	Transfer	
SUB-TOTAL		23.00

TOTAL HOURS AVAILABLE FOR THE MONTH: 639.00

II) Department Summary of Work Orders for the Month.

<u>Received</u>	<u>Completed</u>	<u>Outstanding</u>	<u>Void</u>	<u>Hours</u>
		0	0	

III) Department Projects for the Month.

Prep & Clean Hanna Springs Pool	14.00	

Other:		
Sub-total Hours on Projects:		14.00

IV) Department Operations and Maintenance for the Month.

Cleaning Parks	119.00	
Airport Maint.	25.00	
Mowing/Weed eating	333.00	
Building and Grounds	54.00	
Equipment/Vehicles/Shop	44.00	
Office/Meetings	50.00	
Sub-total Hours on Projects:		625.00

TOTAL HOURS FOR DEPARTMENT 639.00

V) Department's Proposed Projects for next Month

Total Estimated Hours on Proposed Projects:		0.00

Department: SPORTS FACILITIES
Monthly Activity Report
MONTH OF APRIL 2020

I) Regular Personnel Hours Available: 480.00

<u>LESS:</u>		
A)	Vacation Leave	0.00
B)	Sick Leave	0.00
C)	Supervision/Training	0.00
D)	Holiday	24.00
E)	Other (?)	0.00
SUB-TOTAL		24.00

<u>PLUS:</u>		
A)	Over Time	18.00
B)	Temporary Labor	0.00
C)	Part Time	0.00
D)	Transfer	0.00
SUB-TOTAL		18.00

TOTAL HOURS AVAILABLE FOR THE MONTH: 474.00

II) Department Summary of Work Orders for the Month.					
	<u>Received</u>	<u>Completed</u>	<u>Outstanding</u>	<u>Void</u>	<u>Hours</u>
			0	0	

III) Department Projects for the Month.					
Spread Fertilizer at 580 Sports Complex				8.00	
Aerate Sports Fields at 580 Sports Complex				8.00	
Other:					
Sub-total Hours on Projects:					16.00

IV) Department Operations and Maintenance for the Month.					
Cleaning Fields				95.00	
Turf Management				110.00	
Mowing/Weed eating				95.00	
Building and Grounds				60.00	
Equipment/Vehicles/Shop				90.00	
Office/Meetings				8.00	
Sub-total Hours on Projects:					458.00

TOTAL HOURS FOR DEPARTMENT 474.00

V) Department's Proposed Projects for Next Month					
Spread Fertilizer at 580 Sports Complex				8.00	
Aerate Sports Fields at 580 Sports Complex				8.00	
Total Estimated Hours on Proposed Projects:					16.00

DEPARTMENT: CEMETERY
MONTHLY ACTIVITY REPORT

FOR THE MONTH OF: APR 2020

Regular Personnel Hours Available:		528
LESS:		
A)	Vacation Leave/Personal Day	0
B)	Sick Leave	0
C)	Jury Duty	0
D)	Other (holiday/bad weather)	24
E)	Supervision	40
	SUB-TOTAL	64
PLUS:		
A)	Transfer from Parks	0
B)	Seasonal Labor/Temp	0
C)	Other (Community service)	0
D)	Overtime	6
	SUB-TOTAL	6
TOTAL HOURS AVAILABLE FOR THE MONTH:		470

Department Summary of Work Orders for the Month

Received	Completed	Outstanding	Void	Hours
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Department Projects for the Month

0	0	
0	0	
0	0	
Sub-total Hours on Special Projects:		0

Department Operations and Maintenance for the Month

Mowing & W/E	242	
Equip & Veh Maint	30	
Buildings & Grounds	166.5	
Office Operations	31.5	
Sub-total Hours on OM Projects:		470
OTHER		
0	0	
0	0	
0	0	
Sub-total Other		0
TOTAL HOURS FOR DEPARTMENT		470

Department's Proposed Projects for next Month

	0	
	0	
Total Estimated Hours on Proposed Projects:		0

Memo

To: Chris Eicher, Parks & Rec. Director
From: Duane Griffith Cemetery Crew Leader
Date: 5/21/2020
Re: End of the month report April



Oak Hill Cemetery

Interments	8
Fee's for over site	\$650.00
Sites sold	3 / \$1,500
Niche sales	3
Beautification fund	\$246.00
Visitors Assisted	8
Level & Backfill sites	6
Meetings Attended	1
Permits Issued – n/c	1
Permits Issued – chg	0

Memo

To: Finley deGraffenried, City Manager
From: Monica Wright, Director of Information Systems
Date: Tuesday, May 5, 2020
Re: April 2020 Monthly Report



Information
Systems

IT Service Tickets:

April 2019	April 2020	
218	206	-12 Service Tickets

Social Media Stats:

	April 2019	April 2020	
Facebook Followers	5,417	5,969	+552 FB page followers
Twitter Followers	410	554	+144 Twitter followers

Website Payments:

	April 2019	April 2020	
City Utility	316 \$97,958.33	457 \$134,930.64	+141 online payments +\$36,972.31
Municipal Court	41 \$8,292.01	36 \$8,495.62	-5 online payments +\$203.61

Website Stats:

	April 2019	April 2020	
Page Visits	9,811	23,421	+13,610 visits
Page Views	20,178	34,757	+14,579 page views
Downloads	2,132	9,112	+6,980 downloads

A page view is a visit to a page on your website. If the visitor reloads a page, this counts as an additional page view. If the user navigates to a different page and then returns to the original page, this will count as another page view. A visit is defined as a sequence of consecutive page views without a 30-minute break. A visit always contains one or more page views.

FY 2019/2020 Projects:

- Configure/replace (2) host servers (Fall 2019) – completed
- Configure/install security cameras at Municipal Court (Fall 2019)- completed
- Obtain quotes/install HVAC mini split in IT Building server room (Fall 2019) - completed
- Fiber termination at new WWW facility (Jan 2020)- completed
- Install switch/configure network at new WWW building (Jan 2020) – completed
- Terminate data/power drops in PD Patrol Bay (FY 19-20)- completed
- Upgrade all Windows 7 PCs (Dec-Jan 19/20)- completed
- Implement network management software tools (FY 19-20)- completed
- Configure/install (2) WAP's (wireless access points) at new WWW Building (completed)
- Improvements to the IT Building (completed)
- Configured/replaced PD Video server (completed)
- Obtained quotes/configured/replaced (9) PCs (completed)
- City wide cyber security training for all employees (ongoing)
- Implement Civic Plus Civic Clerk Agenda Management software (FY-19-20)
- Assist staff with migration to MyGov permitting software (FY 19-20)
- IT staff renew CJIS certifications (FY 19-20)

April Projects:

- Installed Cardinal Badge software update/sent out release notes
- Phone conference with Cardinal regarding software
- Renewed annual cloud backup software subscription
- Re-enabled ports on W/WW switch
- Joined W/WW PC's to City network
- Configured/replaced (2) W/WW desktop PC
- Installed remote software/cloud backup software on Scada PC
- Configured/joined W/WW printers to City network
- Configured W/WW WAP's
- Troubleshooted W/WW Guest Wi-Fi issues
- Configured backup software/path to City NAS/enabled replication on W/WW PCs
- Configured W/WW user shares/backups on City NAS
- Configured/installed printer for Parks Secretary
- Destroyed PDTDEX PC hard drive/decommissioned
- Configured (2) replacement laptops/added to inventory
- Created/maintained COVID-19 resources webpage on City website
- Created City YouTube channel/linked with A/V recorder
- Setup/streamed live council meetings
- Ordered/installed b&w laser printer for Parks Secretary
- Quote for expiring WAPs/Renewed
- Enabled MFA for o365 email accounts

May Projects:

- Quote for W/WW b&w laser printer/configure/install
- Setup/live stream council meetings
- Budget projections for FY-19/20
- Budget calculations for FY-20/21
- Identify FY-20/21 projects
- Install RAM in City NAS
- Software demo with TSM: 5-8
- Troubleshoot W/WW WAP with vendor
- Complete employee cyber security training/submit to DIR
- Create cyber security phishing campaigns/deploy to employees
- Configure/install backup software on (2) new servers
- Configure/install firewall software on IT laptops/test off the network
- Research/evaluate Net Motion software
- Continue keeping Covid-19 webpage updated/push out notifications to subscribers
- Assist vendor with existing pd video migration to cloud
- Approval process of Civic Plus Civic Clerk project/train staff
- Install replacement 100ft fiber patch cable at Old City Hall
- Run Cat 6 cable for cameras at Old City Hall

Daily/Weekly/Monthly Tasks:

- OS updates on City Hall, PD, Library and W/WW NAS devices
- OS updates to firewalls/WAPs
- Install Windows updates on City/PD servers & workstations
- Content updates to LEDC Website/Facebook/Twitter
- Content updates to the City Website/Facebook/Twitter
- Reply to website/social media submissions/requests

- Perform routine maintenance on hardware and software
- Backup all workstations/servers/NAS storage devices
- Update virus / spyware definitions and apply security patches to computers/servers
- Order toner needed in each department
- Prepare reports for and attend directors meeting and City Council meeting
- IT monthly report
- LEDC website analytics monthly report
- Continued education of network security threats
- Continued research of applications/software for departments
- Documentation for all software/hardware configurations

Future Projects & Goals:

- Replace credit card swipe readers with chip readers (2020-2021)
- Installation of security cameras at Old City Hall (2020-2021)
- Replace outdated Utility receipt printers (FY 2020-2021)
- Increase City network internet bandwidth (2020-2021)
- Relocate AT&T Fiber to IT Building (2020-2021)
- Relocate AT&T Fiber switch to IT Building (2020-2021)
- Research/implement timesheet/time off request software (2020-2021)
- Re-cable all City buildings in preparation for VOIP infrastructure (2021-2022)
- Microsoft Office Exchange Email Archive (2021-2022)
- Point to Point wireless Internet solution for locations not on fiber (2021-2022)
- Replace Library Useful server/thin clients (2021-2022)
- Research/implement digital/paperless software (2022-2023)
- City-wide building VOIP phone software solution (2022-2023)

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City of Lampasas

M E M O

To: Mayor and City Council
 From: Finley deGraffenried
 Re: Manager's Report
 Date: 22 May 2020

- Staff Updates** Staff is pleased to welcome Chasity Shifflett as our new Administrative Assistant and Permit Tech. She will assume the duties of Vicki Tower who has shifted to the Parks Department to assist with facility bookings, public inquiries and administration. Chasity has previously worked for the City of Marble Falls and has relevant experience working with the public and the City's software programs.
- We are also pleased to announce the arrival of Breanna Joyce Spivey, daughter of Junior and Jessica. By all accounts, the entire family is doing well and looking forward to arriving home. Junior has been with the City since May of 2012.
- TPPA** Staff participated in a conference call on May 14th sponsored by Texas Public Power Association. The call connected Municipal Owned Utilities (MOU's), Electric Co-op's and generators with Senators Buckingham and Campbell. The call was an opportunity to communicate our actions and commitment to our customers during the pandemic. Our legislators also shared their perspective of impacts to State government and budget, as well as optimism for a vaccine by the end of the year.
- Golf Course** Although the Hancock Park Golf Course was closed during the Covid-19 pandemic, since reopening, Van reports revenues are approximately double from the same period a year ago. Van also reports that patrons are reacting well to new procedures for tee times and social distancing. The City will also prorate member dues for the second half of 2020 to account for time the Course was closed.
- Cyber Security** Council may have read about recent attacks to the State Court system and TxDOT. Both entities were impacted, however; after some disruption appear to be restored. Additionally, the City has completed initial cyber security training for all employees, as required, and will continue to provide testing and updates that will ultimately help protect our network.
- Nursing Homes** Chief Smith reports that based on the Governor's directive to test all residents and staff of nursing homes, the Texas Department of Emergency Management initially tasked local first responders with testing and collection of samples. Chief Smith has proposed three options for testing, including coordination with the Texas National Guard, or Acadian Ambulance Service, or with the City of Burnet. In working with the County Emergency Management Coordinator, it appears the most desirable option of utilizing the National Guard will be possible. Based on a change in the lead State Agency, and coordination with the Guard, the precise timing has not been determined.

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City Manager

ITEM NO. 7.1

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

Subject:

Discussion and possible action regarding non-exclusive lease of space on Nix Water Tower

Requested By: Finley deGraffenried, City Manager

Submitted By: Finley deGraffenried, City Manager

Date Submitted: May 20, 2020

For the Agenda of: May 26, 2020

Procurement and Funding Statement:

N/A

Attachments:

Summary Statement:

The City has been approached regarding use of the Nix Water Tower for the non-exclusive placement of directional antenna and appurtenances. The initial term is for 5 years with the option for 3 five year renewals. Counsel has reviewed and modified the agreement.

Recommendation:

To consider a motion to approve and authorization for the City Manager to execute.

LEASE AGREEMENT AND ACCESS EASEMENT

This Lease Agreement and Access Easement ("Agreement") is made to be effective this ____ day of _____, 2020 ("Effective Date"), by and between the City of Lampasas, Texas, a Home Rule Municipal Corporation, authorized to conduct business by the State of Texas ____ ("Landlord"), and AMG Technology Investment Group, LLC, a Texas limited liability company d/b/a Nextlink Internet ("Nextlink").

For good and valuable consideration, the parties hereto agree as follows:

Leased Premises and Access Easement. Landlord is the owner of an existing elevated water infrastructure (i.e., water tank) located upon certain real property situated approximately at _____, which water infrastructure is locally referred to as the "Nix Tank." The location of the Nix Tank is shown on the diagram contained in Exhibit "A" attached hereto. Subject to the terms and conditions of this Agreement, Landlord hereby leases to Nextlink and Nextlink leases from Landlord a place on the Nix Tank upon which it may attach its directional antennas and appurtenances thereto (the "Antenna Facilities"), in the positions more particularly described on Exhibit "B" attached hereto (the "Antenna Facilities Location"). In addition, Landlord hereby grants to Nextlink a non-exclusive access easement approximately fifteen (15) feet in width over and across Landlord's property described in Exhibit A, from the nearest public road to the Antenna Facilities Location, for access thereto and for reasonable ingress and egress, maintenance and repairs and adequate utility services, including sources of electric utilities to serve Nextlink's Antenna Facilities at the Nix Tank, if required, subject to any and all existing easement and other matters of record. (the "Access Easement") The Antenna Facilities Location, Access Easement and the utility services located therein are collectively referred to herein as the "Leased Premises." The parties acknowledge and agree that this Agreement provides and grants to Nextlink a non-exclusive right of access for its occupancy and use of a specified portion of the Nix Tank and use of the Access Easement, solely for the purposes detailed herein.

2. **Rent.** As consideration for this Agreement, Nextlink shall provide Landlord with one (1) free internet connection (100 Mbps) and one (1) free VOIP phone connection for the life of this Agreement or, at the sole option of the City, receive a monthly rent payment of \$250.00, per month for the Initial Term of the Lease. (the "Rent") Commencing on the first month of the first Renewal Term, and the beginning of each Renewal Term thereafter, Rent due under the Lease shall increase by an amount equal to fifteen percent (15%) of the then current Rent. Installation and required equipment will be provided by Nextlink at no charge. If the City opts to obtain internet and free VOIP phone connections, in lieu of Rent, then such services by Nextlink shall commence upon completion and activation of the Antenna Facilities. Utility service location must be within range of the Antenna Facilities and will be in a location mutually agreed upon between the parties,

3. **Governmental Approval Contingency/Compliance.** Nextlink's right to use the Leased Premises is expressly contingent upon its obtaining all the certificates, permits, licenses, zoning and other approvals that may be required by any federal, state, or local authority. In the event that any certificate, permit, license or other approval is finally rejected, is cancelled, expires, lapses, or is otherwise withdrawn or terminated by any applicable governmental authority so that Nextlink, in its sole discretion, determines that it will be unable to use the Leased Premises for the Intended Use (defined below), Nextlink shall have the right to terminate this Agreement. Nextlink agrees to operate in compliance with all applicable regulations of the state, federal and local governing entities, including, by way of example only, the Texas Commission on Environmental Quality the Public Utility Commission and the Federal Communications Commission.

4. **Term and Renewals.**

Initial Term. The "Initial Term" of this Agreement shall commence on the Effective Date and expire at the end of the 60th full month of this Agreement; provided, however, Nextlink's Rent obligations shall commence as set forth in Section 2 above.

Renewal. Subject to the terms and conditions of this Agreement, Nextlink shall have the right to extend this Agreement for three (3) sixty (60) month renewal periods (each, a "Renewal Term") commencing on the first day of the month following the expiration date of the Initial Term or prior Renewal Term. This Agreement shall be automatically renewed for each Renewal Term of sixty (60) months unless Nextlink sends written notice of non-renewal to Landlord no later than

sixty (60) prior to the expiration of the Initial Term or prior Renewal Term. Any additional Renewal Terms beyond the third Renewal Term shall require a mutual agreement, in writing, signed by Landlord and Nextlink.

5. **Nextlink's Use of Leased Premises.** Nextlink shall use the Leased Premises only for the purpose of installing, maintaining, and operating the Antenna Facilities, and related equipment, and uses incidental thereto for providing radio and wireless telecommunication services which Nextlink is legally authorized to provide to the public (the "Intended Use"). Nextlink shall have the right, at its sole cost and expense, to operate and maintain the Antenna Facilities on the Leased Premises in accordance with good engineering practices and all applicable FCC rules and regulations. Nextlink's installation of all Antenna Facilities shall be done according to plans approved by Landlord, which approval shall not be unreasonably withheld, conditioned or delayed. Nextlink acknowledges that the Landlord is a municipal, governmental entity and agrees that the Landlord's standard application of its governmental policies, processes and regulations does not constitute unreasonable conditioning, delay or withholding of any plan, permit or approval sought by Nextlink from the Landlord. Nextlink affirms that the Antenna Facilities, and all appurtenances thereto install by it on the Nix Tower or within the Access Easement, pursuant to the terms of this Lease, shall not interfere with or otherwise disturb or disrupt the operation or effectiveness of any other facilities located on the Nix Tower or elsewhere in the City, that are installed prior to Nextlink's installation of the Antenna Facilities. Any damage to the Leased Premises or Landlord's adjoining property caused by Nextlink or its contractors during installation or operations of the Antenna Facilities or the Access Easement shall be repaired by and at Nextlink's expense within thirty (30) days after notification of such damage by Landlord. The Antenna Facilities shall remain the exclusive property and responsibility of Nextlink throughout the term of this Agreement. Nextlink shall, at its own expense, maintain any equipment on or attached to the Leased Premises in a safe condition, in good repair and in a manner suitable to Landlord so as not to conflict with the use of the Nix Tank, other facilities existing on the Nix Tank, the Access Easement, and the Landlord's adjoining property. Nextlink, at all times during this Agreement, shall have access to the Leased Premises in order to install, operate and maintain its Antenna Facilities, however, Nextlink shall notify the City, in advance, when accessing the Antenna Facilities or entering the Access Easement. The City reserves the right to accompany Nextlink personnel when it enters the Access Easement or accesses the Antenna Facilities. Nextlink's use of the Lased Premises is nonexclusive. Nextlink acknowledges that other tenants of the Landlord, as well as the Landlord itself, may occupy and utilize portions of the Nix Tank and Access Easement, prior to, during and after the Term of this Agreement.

6. **Insurance and General Liability.** Nextlink must maintain "occurrence" form comprehensive general liability coverage during the Initial Term and any Renewal Terms of this Agreement. Such coverage shall include, but not be limited to, bodily injury, property damage-broad form, and personal injury, for the hazards of Premises/Operation, broad form contractual, independent contractors, and products/completed operations. Said coverage must have limits of liability of not less than \$1,000,000 per occurrence, \$2,000,000 aggregate; and property damage of not less than \$1,000,000. These limits may be satisfied by Nextlink's comprehensive general liability coverage or in combination with an umbrella or excess liability policy. Nextlink must keep in force during the Initial Term and any Renewal Terms of this Agreement a policy covering damages to its property at the Leased Premises. The amount of the property insurance shall be sufficient to replace the damaged property, including loss of use, and shall contain ordinance and law coverage.

7. **Agreement Termination.** Except as Set forth in Section 3 hereof (for which no notice is required), this Agreement may be terminated by Nextlink upon sixty (60) days written notice to Landlord. The Landlord, as a municipal public entity and as required by law, shall have the right to terminate this Agreement in the event that a superseding public purpose requires the use of the Leased Premises in a way that would conflict with Nextlink's rights to use same, as detailed herein. A termination of this Agreement by the City 'for public purpose' shall be documented by a formal action taken by the City's governing body with notice of the superseding public purpose provided to Nextlink. In the event that this Agreement is terminated by either party or not renewed, Nextlink shall have ninety (90) days from the termination or expiration date to remove its Antenna Facilities and related equipment from the Leased Premises and to repair and restore the surface of the Antenna Facility Location and Access Easement to its prior condition.

8. **Disputes and Notices.** Any claim, controversy or dispute arising out of this Agreement that is not resolved within ten (10) days following notice of the dispute, shall be submitted first and promptly to mediation. Each party shall bear its own costs of mediation. If mediation does not result in settlement within forty-five (45) days after the matter was submitted to mediation, venue for any litigation thereafter shall lie in Lampasas County, in the district courts of the State of Texas. All notices hereunder must be in writing and shall be deemed validly given if delivered personally or if sent by

certified mail, return receipt requested, addressed as follows (or any other address that the party to be notified may have designated to the sender by like notice):

If to Nextlink, to: Nextlink Internet

95 Parker Oaks Ln.
Hudson Oaks, TX 76087
David Law

ATTN:

If to the Landlord:

City of Lampasas
City Manager
312 East 3rd Street
Lampasas, TX 76550

9. **Complete Agreement; Amendments.** This Agreement constitutes the entire agreement and understanding of the parties and supersedes all offers, negotiations, and other agreements of any kind. There are no representations or understandings of any kind except as set forth herein. Any modification of or amendment to this Agreement must be in writing and executed by both parties. This Agreement shall be construed in accordance with the laws of the State of Texas.
10. **Severability.** If any term of this Agreement is found to be void or invalid, such invalidity shall not affect the remaining terms of this Agreement, which shall continue in full force and effect.
11. **Binding Effect.** This Agreement shall run with the Leased Premises. Nextlink may file a Memorandum of Lease in the county where the Leased Premises are located.
12. **Payment of Utilities.** Nextlink shall provide connections for the consumption of electrical and other utilities associated with its use of the Leased Premises and shall promptly pay all costs associated therewith.
13. **Assignment; Sublease.** Nextlink shall not assign or sublease or license its rights under this Agreement or any portion thereof to others for any purpose, including the purpose of radio transmission and wireless communications services, without prior written notice to and approval of the Landlord. Landlord retains the sole right to deny approval of any Assignment or Sublease. Any assignee or sub-lessee approved by the Landlord shall be subject to all rights, responsibilities, duties and liabilities of this Agreement, as amended.
14. **Taxes.** The parties hereby agree that the Landlord is a governmental entity that is exempt from taxation. However, notwithstanding this status, in the event that any taxing authority determines that this Agreement, any Renewal thereto or any of Nextlink's activities on the Leased Premises result in the imposition of taxes on any portion of the Leased Premises, then Nextlink, alone, shall be responsible for payment of all taxes imposed by any taxing entity as a result of Nextlink's operations on the Leased Premises, and Nextlink shall promptly and timely remit payment for same to all taxing entities to the extent Nextlink is billed directly by all taxing entities. The City will request that the taxing authority direct and provide all communications and tax notices directly to the Nextlink or direct payment by Nextlink to the taxing authority(ies), if and when taxes are triggered by the occupancy and use of the Leased Premises by the Nextlink, for so long as taxes are assessed on the Leased Premises due to Nextlink's use and/or occupancy under this Lease. Accordingly, Nextlink agrees that it shall promptly pay, unless Nextlink has or intends to file a formal appeal to the taxing entity, without protest or delay and upon receipt of notice of taxes due from any applicable taxing authority, all correctly assessed taxes on the Leased Premises by such authorities that are triggered by Nextlink's occupancy and use, so long as Nextlink is the occupant/user of the Leased Premises pursuant to this Lease. The Parties further acknowledge and agree that any taxes triggered solely by the occupancy and/or use of the Leased Premises by other/additional future occupants/users of the Leased Premises, may be the responsibility of such future occupants/users, if any, as set forth in the leases and agreements with such future occupants/users.

IN WITNESS WHEREOF, the parties hereto have set their hands the day and year first above written.

CITY OF LAMPASAS, TEXAS

NEXTLINK;
AMG Technology Investment Group, LLC, a Texas limited liability company, d/b/a Nextlink Internet

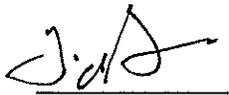
LANDLORD:

By _____

By _____
David Law – Director of Infrastructure Operations

By _____

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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 Kempner Water Supply Corporation Wheeling Agreement

Requested By: Finley deGraffenried, City Manager

Submitted By: Finley deGraffenried, City Manager

Date Submitted: May 20, 2020

For the Agenda of: May 26, 2020

Procurement and Funding Statement:

Attachments:

Summary Statement:

As mentioned in a previous report, Council is asked to consider approval of a Net Metering Agreement with Kempner Water Supply Corporation to serve Kempner customers from City water in the Georgetown Tank. The request is made due to requirements from TCEQ to eliminate in-line pump stations. Although water in the Georgetown Tank comes through the City's point of delivery, KWSC has 750,000 gallons of stored capacity in the tank. The agreement would also benefit the City by allowing a faster turnover in water in the tank and potentially maintaining higher chloramine residuals. City Staff will forward the draft agreement when it becomes available from Counsel. The agreement will be forwarded to KWSC after City Council consideration.

Recommendation:

To consider a motion to approve and authorize the City Manager to make minor changes and execute the agreement.

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City Manager

ITEM NO. 7.3

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

Subject:

Discussion and possible action regarding Commercial Parking in Residential Areas.

Requested By: Sammy Bailey, Police Chief

Submitted By: Sammy Bailey, Police Chief

Date Submitted: May 5, 2020

For the Agenda of: May 26, 2020

Procurement and Funding Statement:

N/A

Attachments:

Summary Statement:

This item has been placed on the regular agenda to provide Council the opportunity to direct Staff to outline an Ordinance to prohibit or restrict parking by these types of vehicles.

Recommendation:

To consider a motion to allow Staff to prepare an Ordinance with the parameters and direction provided by Council during workshop.

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City ManagerITEM NO. 7.4

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

Subject:

Discuss and consider approval by certification (Exhibit B) for application for Cares Act Coronavirus Fund Grant

Requested By: Finley deGraffenried, City Manager

Submitted By: Finley deGraffenried, City Manager

Date Submitted: May 20, 2020

For the Agenda of: May 26, 2020

Procurement and Funding Statement:

Attachments: Exhibit B

Summary Statement:

Staff is seeking Council approval to make application to the Coronavirus Relief Fund and seek reimbursement for eligible expenses related to the COVID-19 Pandemic. Funds can be utilized for Public Safety and economic impacts of business closures.

Recommendation:

To consider a motion to approve application and authorize the Mayor to execute related documents.

EXHIBIT B – CARES ACT CORONAVIRUS RELIEF FUND ELIGIBILITY CERTIFICATION

I, _____, am the County Judge, Mayor or City Manager of _____
("County"/"Municipality"), and I certify that:

1. I have the authority on behalf of County/Municipality to request grant payments from the State of Texas ("State") for federal funds appropriated pursuant to section 601 of the Social Security Act, as added by section 5001 of the Coronavirus Aid, Relief, and Economic Security Act, Pub. L. No. 116-136, div. A, Title V (Mar. 27, 2020).
2. I understand that the State will rely on this certification as a material representation in making grant payments to the County/Municipality.
3. I acknowledge that County should keep records sufficient to demonstrate that the expenditure of funds it has received is in accordance with section 601(d) of the Social Security Act.
4. I acknowledge that all records and expenditures are subject to audit by the United States Department of Treasury's Inspector General, the Texas Division of Emergency Management, and the Texas State Auditor's Office, or designee.
5. I acknowledge that County has an affirmative obligation to identify and report any duplication of benefits. I understand that the State has an obligation and the authority to deobligate or offset any duplicated benefits.
6. I acknowledge and agree that County/Municipality shall be liable for any costs disallowed pursuant to financial or compliance audits of funds received.
7. I acknowledge that if County has not used funds it has received to cover costs that were incurred by December 30, 2020, as required by the statute, those funds must be returned to the United States Department of the Treasury.
8. I acknowledge that the County/Municipality's proposed uses of the funds provided as grant payments from the State by federal appropriation under section 601 of the Social Security Act will be used only to cover those costs that:
 - a. are necessary expenditures incurred due to the public health emergency and governor's disaster declaration on March 13, 2020 with respect to the Coronavirus Disease 2019 (COVID-19);
 - b. were not accounted for in the budget most recently approved as of March 27, 2020, for County/Municipality; and
 - c. were incurred during the period that begins on March 1, 2020 and ends on December 30, 2020.

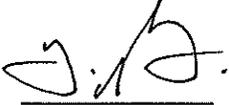
In addition to each of the statements above, I acknowledge on submission of this certification that my jurisdiction has incurred eligible expenses between March 1, 2020 and the date noted below.

By: _____

Signature: _____

Title: _____

Date: _____


City ManagerITEM NO. 7.5

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

Subject:

Discussion and possible action regarding operations of City Pools for the 2020 Season

Requested By: Finley deGraffenried, City Manager

Submitted By: Chris Eicher, Parks and Recreation Director
Kim Watkins, Pool Manager

Date Submitted: May 20, 2020

For the Agenda of: May 26, 2020

Procurement and Funding Statement:

N/A

Attachments:**Summary Statement:**

This item was discussed during workshop with recommendations from Staff on how to proceed for the 2020 Pool Season relating to CDC Guidelines and staffing.

Recommendation:

To consider a motion to approve the recommendations from Staff as discussed during workshop.

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