

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

Notice is hereby given that a regular meeting of the City Council of the City of Lampasas, Texas will be held on Monday, August 10, 2020 in the City Council Chambers located at 302 E Third Street, Lampasas, Texas. The City Council of Lampasas, Texas reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed, as authorized by the Texas Government Code sections 551.071 (consultation with attorney), 551.072 (deliberations about real property), 551.073 (deliberations about gifts and donations), 551.074 (personnel matters), 551.076 (deliberations about security devices), 551.087 (economic development), and Section 551.086 (Relating to the authority of public power utility governing bodies to deliberate regarding competitive matters).

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

- I. Call to Order Special Session
- II. Adjourn into Executive Session

EXECUTIVE SESSION

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

1. Section 551.071 (1) (A) and 551.071(2), Consultation with Attorney by telephone and/or in person concerning matters upon which the attorney has a duty and/or responsibility to report to the governmental body; and/or other matters posted on the regular agenda.

SPECIAL SESSION

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

WORKSHOP SESSION

1. Call to order Workshop Session
2. Discussion and updates regarding FY 20/21 Budget. *(pgs. 5-6)*
3. Discussion and updates related to COVID-19. *(pgs. 7-8)*
4. Discussion regarding any item on the regular agenda
5. Adjourn Workshop Session

REGULAR SESSION
6:00 p.m.

ANNOUNCEMENTS

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

	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
1.3	Public Hearing to receive citizen input on items to be considered in the Proposed Budget for the Fiscal Year 2020-2021	9-10

2.0	MINUTES	PAGES
2.1	Discussion and possible action concerning approval of minutes of the Regular Meeting on July 27, 2020	11-22
2.2	Discussion and possible action concerning approval of minutes of the Special Session held on August 3, 2020.	23-30

3.0	CONSENT AGENDA	PAGES
3.1	Discussion and possible action regarding purchases and charges in excess of \$4,000 from July 1, 2020- July 31, 2020	31-38

4.0	BOARDS/DEPARTMENT REPORTS	N/A

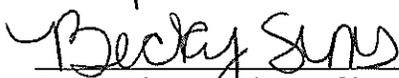
5.0	ROUTINE MATTERS	PAGES
5.1	City Manager’s Operational Report <ul style="list-style-type: none"> • THC Marker • Library • WCID • LAFTA • Internet • Hanna Springs • CDBG Visit 	39-40
5.2	MAYOR’S COMMENTS	N/A

6.0	UNFINISHED BUSINESS	N/A
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7.0	NEW BUSINESS	PAGES
7.1	Discussion and possible action regarding extending the Hillside Acres Preliminary Plat approval for an additional six months.	41-42
7.2	Discussion and possible action regarding approval by Resolution to apply for EDA Grant Funding by Lampasas Economic Development Corporation	43-46
7.3	Discuss and consider proposal from Hendrix Consulting Engineers (HCE) for a mechanical, electrical and plumbing limited assessment for the Hostess House in the amount of \$2,500.00.	47-50
7.4	Discuss and consider modifications to FY 20/21 Budget.	51-52
7.5	Discussion and possible action concerning the Proposed Tax Rate upon all property subject to taxation within the City of Lampasas, Texas for the 2020 Tax Year for the use and support of the Municipal Government of the City of Lampasas for the Fiscal Year beginning October 1, 2020 and ending September 30, 2021; apportioning said levy among the various funds and items for which revenue must be raised including providing a sinking fund for the retirement of the bonded debt of the City.	53-54
7.6	Discussion and possible action concerning the scheduling of one public hearing regarding the Proposed Tax Rate upon all property subject to taxation within the City of Lampasas, Texas for the 2020 Tax Year for the use and support of the Municipal Government of the City of Lampasas for the Fiscal Year beginning October 1, 2020 and ending September 30, 2021; apportioning said levy among the various funds and items for which revenue must be raised including providing a sinking fund for the retirement of the bonded debt of the City.	55-56
7.7	Discussion and possible action regarding an Ordinance of the City Council of the City of Lampasas, Texas, updating the Early Voting dates to begin on October 13, 2020 and ending October 30, 2020, Updating Early Voting times and locations, Updating Polling times and locations and Updating Election Voting Clerk information for the Postponed General Election, formerly ordered to be held on the 2 nd day of May, 2020, for the purpose of electing the expired terms of the Council Members Places Three, Four and Five of the City Council of the City of Lampasas, Texas, currently to be held on the November 3, 2020 Uniform Election Date; Providing a Repealer Clause; Providing a Severability Clause; and Providing for an Effective Date	57-60
7.8	Discussion and possible selection of a website photo contest winner.	61-66
7.9	Discussion and possible action regarding approval of the Investment and Strategy Policy Resolution.	67-76
7.10	Discussion and possible action regarding accelerated purchase of 18, V300 body cameras from WatchGuard on a purchase plan with no interest.	77-80
7.11	Discussion and possible action regarding accelerated purchase of a New Telephone System for Lampasas Police Department.	81-84

Adjourn

I, Becky Sims, Assistant City Secretary of the City of Lampasas, Texas, do hereby certify that this Notice of Meeting was posted on the bulletin board/front window of City Hall, 312 East Third Street, Lampasas, Texas, at a place readily accessible to the general public at all times, on the 7th day of August 2020 at 1:50pm



 Becky Sims, Assistant City Secretary

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City Manager

ITEM NO. WORKSHOP-2

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

Subject:

Discussion and updates regarding FY 20/21 Budget

Requested By: Finley deGraffenried, City Manager

Submitted By: Finley deGraffenried, City Manager

Date Submitted: August 5, 2020

For the Agenda of: August 10, 2020

Procurement and Funding Statement:

Attachments:

Summary Statement:

This item has been placed on workshop to discuss the FY 20/21 Budget based on discussion, guidance and priorities received from Council that took place during the Special Workshop Session on August 3, 2020. There is an action item on the regular agenda for Council if Council wishes to provide specific, formal modification to the proposed budget.

Recommendation:

Discussion only

City of Lampasas

FY 2020-2021 BUDGET MEMO NO. 2

To: Mayor and City Council
 From: Finley deGraffenried
 Re: Modifications to Proposed FY 20-21 Budget
 Date: 6 August 2020

Based on discussion and direction at the August 3rd, 2020 City Council Budget Workshop, staff has prepared the following modifications to the FY 2021 Operating Budget for consideration. The modifications include income from Fund Balance as Undesignated Revenue, and expense related to purchase of a Vactor Truck, Sweeper, water meters, and retaining wall repair. Additionally, modifications include transfers for future purchase of a Fire Department Apparatus, and to support infrastructure extensions for economic development purposes.

As a reminder, the August 3rd Budget included Public Safety Communications, building improvements to the Police Department, bathroom upgrades to the Street/Electric Shop, Cardinal/CAD System, and Cemetery Pole Barn.

Acct/Description	7/3/20 Budgeted		Proposed	Budget Impact	Operating Net
	Amount				Surplus/(Deficit)
<i>8/3/2020 Budget Balance</i>					\$ 217,823.00
82-499-4968 Trans 68	\$ -	\$ 438,000.00	\$ 438,000.00	\$ 438,000.00	\$ 655,823.00
82-530-5515 Vactor	\$ -	\$ 438,000.00	\$ 438,000.00	\$ (438,000.00)	\$ 217,823.00
10-410-4968 Trans 68	\$ -	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 267,823.00
10-514-5510.01 Walls	\$ -	\$ 50,000.00	\$ 50,000.00	\$ (50,000.00)	\$ 217,823.00
10-400-4898 Undesig.	\$ 646,000.00	\$ 913,219.00	\$ 913,219.00	\$ 267,219.00	\$ 485,042.00
10-551-5515 Sweeper	\$ -	\$ 267,219.00	\$ 267,219.00	\$ (267,219.00)	\$ 217,823.00
82-499-4898 Undesig.	\$ -	\$ 191,112.00	\$ 191,112.00	\$ 191,112.00	\$ 408,935.00
82-520-5421 Meters	\$ 148,400.00	\$ 339,512.00	\$ 339,512.00	\$ (191,112.00)	\$ 217,823.00
81-410-4898 Undesig.	\$ 450,000.00	\$ 1,050,000.00	\$ 1,050,000.00	\$ 600,000.00	\$ 817,823.00
81-510-5710 Trans 10/FD	\$ 2,089,124.00	\$ 2,489,124.00	\$ 2,489,124.00	\$ (400,000.00)	\$ 417,823.00
81-510-5722 Trans 22	\$ 50,875.00	\$ 250,875.00	\$ 250,875.00	\$ (200,000.00)	\$ 217,823.00

Council will need to take formal action to designate General Fund, Fund Balance, for the purpose of Fire Department Apparatus/Equipment. The designation will require matching contributions in FY 2022. Operating Surplus in the FY 2021 budget will provide increases in burdened compensation and adjustments based on additional duties and market conditions.

Staff will also budget non-operating expenditures from Fund 40, HOT, to support renovation of historic and tourism assets in the amount of \$350,000.00. Expenditures will be specified based on further study, assessment and subject to Council approval.


City Manager

ITEM NO. WORKSHOP-3

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

Subject:

Discussion and updates regarding COVID-19

Requested By: Finley deGraffenried, City Manager

Submitted By: Jeffry Smith, Fire Chief

Date Submitted: August 5, 2020

For the Agenda of: August 10, 2020

Procurement and Funding Statement:

Attachments:

Summary Statement:

This item is placed on the Workshop Agenda to provide updates and discussion regarding impacts and City response to the COVID-19 pandemic.

Recommendation:

Discussion, updates and direction from Council

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City Manager

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

1.3
Item Number

SUBJECT:

Public Hearing to receive citizen input on items to be considered in the Proposed Budget for the Fiscal Year 2020-2021.

REQUESTED BY: Yvonne Moreno

SUBMITTED BY: Yvonne Moreno

DATE SUBMITTED: August 7, 2020 FOR THE AGENDA OF: August 10, 2020

Expenditure Required: N/A

Available Funding: N/A

Attachments: none

SUMMARY STATEMENT:

Public Hearing to receive citizen input and comments on any items included in the proposed budget.

Recommendation: Public Hearing Only

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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, July 27, 2020**

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

Council Members present:

T.J. Monroe, Mayor Pro Tem
Chuck Williamson
Randy Clark
Cathy Kuehne
Delana Touns

Council Members absent:

Mike White

City Staff Present:

Finley deGraffenried, City Manager
Rickie Roy, Assistant City Manager
Christina Marez, City Secretary
Becky Sims, Zoning Administrator
Monica Wright, Information Systems Director
Yvonne Moreno, Finance Director
Mandy Walsh, Economic Development Director (Workshop only)
Sammy Bailey, Police Chief
Jeff Smith, Fire Chief
Van Sims, Water/Wastewater Operations Manager
Jessie Acosta, Parks Superintendent
Vicki Tower, Parks Secretary

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.

2. Discussion regarding Lampasas Central Appraisal District (LCAD) FY 20/21 Budget

In Council's packet, City Manager deGraffenried had reported that on July 14, 2020, the Lampasas Central Appraisal District (LCAD) Board of Directors adopted their budget at their Public Hearing. The budget is overall 2.4% greater than current year budget, with the salary expense 1.32% greater than FY 20 Budget. Also noted in his report it stated that within thirty (30) days of the adoption date which was July 14, 2020, entities such as Lampasas City Council may take such action as to approve the budget, disapprove the budget or approval by inaction. An action item was on the regular agenda for consideration.

Melissa Gonzales, LCAD Chief Appraiser, was present at the meeting and reviewed LCAD FY 20/21 Budget. She explained and reviewed some of the following:

- The increase in the postage line item is due to a new law that an additional mailing is required in August after the effective tax rate is approved.
- The increase in the software service line item is due to new requirement to have an entire new web page for the public that is separate from the website they currently have now.
- She reviewed the mapping version (Version 10.7) and indicated that LCAD Staff has updated 1,000 changes, which includes the clean-up of parcel maps.

After brief discussion, Council thanked Ms. Gonzales for her presentation.

3. Discussion and updates regarding COVID-19

Jeff Smith, Fire Chief, reviewed the following information:

Statewide:

- 385,923 total cases
- 148,836 active
- 5,713 fatalities
- Positivity trend is going down; it was 16.85% now at 13.22%

Lampasas:

- 148 total cases
- 39 active
- 3 hospitalized
- 2 ventilated
- 1 fatality

4. Discussion and updates regarding FY 20/21 Budget

City Manager deGraffenried said that he was pleased with where the City is, even with it being a strange budget season/cycle. He expressed that City Staff has done a good job with the budget process. He even noted that the City is in such good shape, that if Council wanted to include more items, they could.

deGraffenried reviewed the following:

- Year End Projections:
 - Provides resources for capital funding, accelerated purchases and increases in fund balance
 - Additional review and projections indicate a surplus of \$1.7 million for FY 20, including accelerated purchases (\$192,000.00 accelerated purchases are included.)
 - Reduction in program revenue and expense (Parks & Pool); salaries (ie. Public Works Director and now a combined position with Assistant City Manager); performance in Utility Funds.
- He reviewed the adjustments to year end projections, which included the accelerated purchases for fleet for the Street, Water/Wastewater and Police Departments and the Fire Department extrication equipment and the Street Department Avenue E project to be done in two budget cycles.
- Impact on year end projections on FY 21 Budget:
 - Completion of West Avenue E
 - Completion of East Third Street, Key to Western
 - Ability to fund projects without use of existing fund balance
 - Maintain surplus to increase fund balance
 - Net year end projections after FY 2021 inclusions is \$645,114.00 surplus

- He reviewed the budget adjustments - use of Fund Balance
 - Streets: Balance \$1,291,114.00 – use \$450,000.00 - remaining balance on West Avenue E used from FY 20
 - Public Safety Communications: Balance \$841,114.00 – use \$450,000.00 - grant funding for balance
 - Capital Projects: Balance \$645,114.00 – includes various capital projects including Cemetery Pole Barn, PD building upgrades, CAD/Cardinal system, and Electric/Street shop bathrooms upgrades
- Budget Assumptions:
 - No increase in tax rate
 - No increase in Utility Rates or Fees
 - Maintain Staffing levels
 - Maintain level of services
 - Incorporated some CIP targeted projects
- Budget Notes
 - Overall FY 21 Operating Budget is a 9.7% increase over year end projection and 1.3% increase over FY 20 Budget
 - Salary and benefits make up 28% of FY 21 Budget
 - Year end projection salary expense is \$373,039.00 better than FY 20 plan or 6.7%; FY 21 proposed budget is \$54,435.00 less than FY 20 Budget
 - Health insurance savings is 5.39% or approximately \$70,000.00
 - Inclusions
 - Approximately \$150,000.00 for meter replacements
 - Tree trimming
 - Public Safety Communications
 - Fleet replacements
 - Facility upgrades
 - Exclusions
 - Sulphur Creek retaining walls
 - Replacement vac-truck, street sweeper
 - Fire apparatus
 - Undefined Pretreatment improvements
 - Business Park
 - Internet
- Recommendations:
 - Identification of additional Council priorities
 - Use of FY 21 proposed surplus for 3% increase in employee compensation and approximately \$40,000.00 in salary adjustments
 - Use of HOT funds for design and upgrades to the Hostess House and the Colored School

Council discussion included:

- Need to include the payment of \$18,000.00 for the curb and gutter reimbursement to Mike Hail
- Investigate and provide options for:
 - Purchase/lease of a new Vac-Truck
 - Purchase/lease of a new Street Sweeper
 - Designating funds for future purchase/lease of Fire Department apparatus
 - Inclusion of Sulphur Creek retaining wall rehabilitation in the FY 2021 Budget
- Include the funding for 3% employee compensation increase and requested funding for market adjustments
- Use of HOT funds for the Hostess House repairs

- Consider the concept of an electric rebate to utility customers
- Possible funding for possible upgrades to the Wastewater Plan to meet regulatory requirements
- Possible funding for a skate park – ie. HOT funds
- Possible funding for professional engineering services – ie. Business Park
- Need to schedule a Department budget workshop
- Council requested a future presentation to include Fund Balance reports, particularly Fund Balance accounts that are designated for a specific purpose.

5. Discussion and presentation regarding Advisory Board Annual Renewals/Vacancies

Becky Sims, Zoning Administrator/Asst. City Secretary, explained that the City of Lampasas Advisory Board Committee Members appointed by City Council renew each September based on their individual terms. Each year the renewals and vacancies are presented to Council for appointment consideration. Most members opt to renew their term; however, there are some that decide not to renew. Council has the discretion to appoint or reappoint based on the needs of each board and the candidates resume. She presented this item as an opportunity for Council to review the needs of each board at a glance in preparation for term renewal in September based on their respective board recommendations.

Sims indicated that there are 20 positions that will expire in September and there are 5 vacancies. The vacancies include one position in the CIP Committee, two CBAA positions with one regular member (mechanical position) and one alternate position, one alternate position on the ZBA, and one position on the Airport ZBA. She will begin advertising on the City’s website and City’s Facebook to seek volunteers.

Mayor Talbert asked that Council also spread the word to anyone that might be interested in volunteering.

6. Discussion and presentation of the Chamber of Commerce FY 20/21 Budget

Melissa Unger, Chamber Executive Director, reviewed the 2020-2021 Budget Explanation:

ADMINISTRATIVE FEE

- Includes paychecks for Executive Director and Administrative Assistant(s)
- Requested \$32,000 (Increase due to activating Admin. Asst. raise). This includes her salary of \$60,000.00 per year, Jan's \$11.00 per hour (4 days per week)- 30 hrs., and includes room for salary increase. plus, payroll taxes.

VISITOR CENTER SEASONAL STAFF

- Requested \$1,800 (Stayed the same)- Did not incur the expense March-May of 2020 due to COVID

LAMPASAS PROMOTIONS/VISITOR CENTER BROCHURES

- Did not include a request as requests will be made per project

COPIER(COPIES)

- Requested \$1,700 (less than last yr.) New lease and contract, more included with less overage.

POSTAGE

- Requested \$560 (Increase due to mailing more due to COVID & community mailings)

GENERAL SUPPLIES

- Requested \$1000 (Increase due to re-branding & renovations to VC)

WEBSITE

- Requested \$1500 (Decrease due to processing fees & not much CC activity in previous year)

PHONES & INTERNET

- Requested \$1,420 (Increase due to Internet, Computer & Software purchase)

UTILITIES

- Requested \$1220 (Stayed the same)

BUILDING

- Requested- \$2,200 (Increase due to maintenance projects & premium increases)

ANNUAL VISITOR CENTER DUES

- Requested- \$400 (Decrease due to surplus from previous year, reduced memberships)

EVENT FUNDING

- This goes event by event and is brought with an application to Council for approval.
- HOT Funding to be utilized for advertising and other materials purchased/rented to host the event. Some examples of this are the buses for Wine Tour, the timing company for 10K, sanctioning for BBQ and Production company Riata, etc.

Mayor Talbert expressed concern under the building line item with using City funds for improvements to a non-City owned building.

There was brief discussion and Council thanked Ms. Unger for her presentation.

7. Discussion regarding any item on the regular agenda

There was no discussion.

8. Adjourn Workshop Session

Council member Williamson moved to adjourn the Workshop Session at 6:28 p.m. The motion was seconded by Mayor Pro Tem Monroe and with a unanimous vote, the motion carried. (White absent)

A ten-minute break was take before going into Regular Session.

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

- A. Call to Order

Mayor Talbert called the Regular Session to order at 6:38 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 presentation or proclamations.

Mayor Talbert provided the telephone number of 512-556-0332 for citizens to call in for any comments.

1.0	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 July 13, 2020

Mayor Pro Tem Monroe moved to approve the minutes as presented. The motion was seconded by Council member Williamson and with a vote of four in favor and two abstentions (Talbert & Toups), the motion carried. (White absent)

3.0	CONSENT AGENDA
3.1	Discussion and possible action regarding the Monthly Investment Report for June 2020.
3.2	Discussion and possible action regarding the second reading of an Ordinance amending Appendix A Fee Schedule of the Code of Ordinances setting a fee for Chapter 78, Traffic and Vehicle Section 78-214 thru 78-214.012 and containing a severability clause and an effective date.
3.3	Discussion and possible action regarding the second reading of an Ordinance to consider approval, denial, or approval with modification(s) a request to rezone property from Single Family Residential -20 “SF-20” to Single Family Residential-8 “SF-8”. The property is described as 1 acre, ABST. 0419 of the LHW Johnson Survey; commonly known as 1205 S. Willis Street, Lampasas, Texas Lampasas County.
3.4	Discussion and possible action regarding the second reading of an Ordinance to consider approval, denial, or approval with modification(s) a request for a Specific Use Permit (SUP) to allow for <i>permanent makeup tattooing</i> in an area zoned Commercial “C”, the property is described as 1.89 acres, ABST. 0419 LHW Johnson Survey; commonly known as 301 S Highway 281 Suite D (Lotus Beauty Spa & Salon), Lampasas, Texas, Lampasas County.

Council member Williamson moved to approve the consent agenda as presented. The motion was seconded by Council member Toups and with a unanimous vote, the motion carried. (White absent)

4.0	BOARDS/DEPARTMENT REPORTS
4.1	1. Parks and Recreation Monthly Report

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

Vicki Tower, Parks Secretary, reviewed the Parks Department report by reviewing the following Department projects:

- Ongoing improvements around Hanna Spring in partnership with the Heritage Foundation
- Replacement of fall zone material in Brook Park playground
- Implementation of tree trimming/removal in specified parks areas
- Installation of new picnic tables, benches, and trash cans at new Library playground area
- Refurbishing the Pilots Lounge/Airport Terminal
- TxDOT project/improvements at Lampasas Municipal Airport to include lighting upgrades and underground electrical
- Eagle Scout Projects
 - Boy Scout Pull Ferry Project
 - Butterfly Garden in Campbell Park
- Unfortunately, due to COVID-19 virtually all events for Spring and Summer have been cancelled or postponed

5.0	ROUTINE MATTERS
5.1	City Manager’s Operational Report

City Manager deGraffenried reviewed his report:

- Streets - In addition to work on West Avenue E by contractors, Rickie Roy, Assistant City Manager, reports that the Street Department has also been chip seal paving in various parts of the City. Although chip seal does not provide the same level-up results of HMAC, it does extend the life of current pavement, and provides a safe and passable surface. To date, the Department has paved Spring Street, from North to Avenue A; Deb Lynn Street, from Willis Street to Chevy Way Street; College Street; and Pecan, from 7th Street to 8th Street.
- Prosecutor - The City has received letters of interest and qualifications from two firms/attorneys expressing desire to serve as City Prosecutor. The vacancy was posted in the Dispatch and local firms were encouraged to submit qualifications. City Staff is prepared to provide time on the next Council agenda for discussion with applicants if desired.
- KWSC - Several meetings ago Council conferred authority to the City Manager to negotiate and finalize a wheeling agreement with Kempner Water Supply Corporation (“KWSC”). The Agreement would allow KWSC to use City water from the Georgetown Tank and deduct gallons used for their customers from the normal monthly billing. The City was also seeking minimal compensation (\$0.09 per 1000 gallons) to cover the direct costs of chemicals used at our injection

sites. Kempner has pulled the Agreement twice from their monthly meetings, and has not provided our staff or Counsel any input on the Agreement, although we have solicited such. On Wednesday afternoon, City staff was informed by email that an Agreement was not necessary because Kempner owned the transmission main from the 190 meter to the Georgetown Tank, and that they had 37% capacity in the line. Although the item was pulled from the KWSC agenda, he attended their meeting on the July 22, 2020, and provided input under public comments. The same day, the City requested documents, through a formal Open Records Request, for any proof of their claims. The City and our Counsel have not found any reference, agreement, or recollection of such a claim, and moreover the 2001 and 2006 Contracts explicitly contradict such a claim.

- Library Park – He reminded Council that if they haven’t been by the Library, please take a look. The new lawn has been mowed twice, and hardscaping has been installed. With minimal assistance from the Street and Parks Departments, the Library Foundation has created an impressive community space worthy of the praise and recognition from residents.
- Staff – He announced the retirement of Curtis Windham, Cemetery Caretaker. Curtis has served the City and our residents since 2002, and at 70 years young, he couldn’t think many of us could out work, weed eat or out chop him. He also reported that that employee input is being sought on recognition programs, employee events and the annual Barbeque and Christmas dinner. City Staff will share results, and seek Council input, after the budget process is complete.

5.2	MAYOR’S COMMENTS
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Mayor Talbert reported that her Talbert household is 100 percent (100%) recovered. The outreach of the community was overwhelming and expressed gratitude to everyone.

6.0	UNFINISHED BUSINESS
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There was no unfinished business.

7.0	NEW BUSINESS
7.1	Discussion and possible action regarding the LCAD FY 20/21 Budget

Mayor Talbert noted that this item was discussed in Workshop Session.

Mayor Pro Tem Monroe moved to approve the LCAD Budget as presented. The motion was seconded by Council member Clark and with a vote of five in favor and one opposed (Talbert), the motion carried. (White absent)

7.2	Discussion and possible action for an accelerated purchase of a 2020 Police Interceptor Utility form Silsbee Ford and equipment not to exceed \$57,000.00
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Sammy Bailey, Police Chief, explained that in keeping with a budgeted fleet management program, the Lampasas Police Department budgeted in the 2020-2021 budget to replace a high mileage, high use patrol unit. She informed Council that Silsbee Ford has co-op plans with HGAC and Buy Board where they priced a 2020 Ford Interceptor Utility at \$33,236.00 with additional cost to install most of the needed equipment for a total of \$47,891.75. She explained that the Department would need to add a Motorola mobile radio for a cost of \$7,485.36 and a stripe kit installation for a cost of \$1,500.00 for an approximate total cost of \$56,877.11.

Council member Williamson moved to approve the accelerated purchase of a 2020 Police Interceptor Utility form Silsbee Ford and equipment not to exceed \$57,000.00. The motion was seconded by Council member Clark and with a unanimous vote, the motion carried. (White absent)

7.3	Discussion and possible action regarding the accelerated purchase of a 2020 Silverado Crew Custom pickup truck from Hoffpauir Chevrolet for the Street Department in an amount not to exceed \$30,000.00.
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Rickie Roy, Assistant City Manager, explained that the Street Department is asking Council consideration to purchase a 2020 Silverado Crew Custom 2WD Pickup from Hoffpauir Chevrolet to replace a 1999 Ford Pickup. He explained the following:

- This truck is a budgeted item for the FY 2021 Budget.
- This truck is readily available as an accelerated purchase at the local dealership.
- The procurement process was followed by utilizing the Local Vendor Preference method by obtaining quotes from local dealerships in accordance with Loc. Gov. Code 271.9051
- Two quotes were received:
 - Hoffpauir Ford - \$34,475.00
 - Hoffpauir Chevrolet - \$29,068.78

Council member Kuehne moved to approve the accelerated purchase of a 2020 Silverado Crew Custom pickup truck from Hoffpauir Chevrolet for the Street Department in an amount not to exceed \$30,000.00. The motion was seconded by Council member Toups and with a unanimous vote, the motion carried. (White absent)

7.4	Discussion and possible action regarding the accelerated purchase for amount not to exceed \$55,000.00 for a new ¾ ton work truck model pickup with utility bed to replace a 2007 model pickup for the Wastewater Treatment Plant.
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Van Sims, Water/Wastewater Operations Manager, was present to review this item.

Before his presentation, Mayor Talbert expressed that since this item was an accelerated purchase and the City did not receive any quotes, she was uncomfortable for Council to consider pre-approving the expense of a vehicle with no known costs. She appreciated the effort that was taken but preferred having quotes. She provided the other Council members the opportunity to express their opinion.

Council member Williamson asked if City Staff had researched through the Buy Board process. Sims replied that he had not.

Council member Clark moved to table this item. The motion was seconded by Council member Williamson and with a unanimous vote, the motion carried. (White absent)

7.5	Discussion and possible action regarding the accelerated purchase of extrication equipment for the Lampasas Fire Department in the amount of \$40,989.92
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Jeff Smith, Fire Chief, explained that on January 7, 2020, a member of Municipal Emergency Services provided routine maintenance for the City's hydraulic extrication equipment. The service technician advised the City that though currently there are no issues with the equipment, he did advise that if any required repairs were needed, he would not be able to provide the service due to the fact that the equipment is twenty years old and parts are no longer available. Because of this reason, this has now become a

priority for the Fire Department. The Department currently operates two complete sets of extrication equipment.

Fire Chief Smith reviewed the following:

- He requested to proceed with the acquisition of one new set of equipment.
- He would also continue to use the older equipment in support of the frontline equipment as needed.
- He would also place the purchase of a second set of equipment into the 2021-2022 budget.
- He reviewed the emphasis for purchasing “E-Tools” and the continual improvements in the operations of this rescue equipment.

Fire Chief Smith explained that Municipal Emergency Services (MES) is the sole distributor of Hurst Rescue Tools for the states of Texas, Oklahoma, Louisiana and Arkansas. The price provided by MES is lower than what can be purchased from the Buy Board. The Department is choosing to stay with Hurst Rescue Tools as they have provided a solid and reliable service for the City of Lampasas throughout the years. He did search other manufacturers of rescue tools and are more expensive.

Council member Kuehne moved to approve the accelerated purchase of extrication equipment for the Lampasas Fire Department in the amount of \$40,989.92. The motion was seconded by Council member Toups and with a unanimous vote, the motion carried. (White absent)

7.6	Discussion and possible action concerning possible modifications to FY 2020/2021 Budget as discussed during workshop.
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City Manager deGraffenried reviewed the notes he made from the discussions in Workshop Session and also asked Council what date they would like for Department budget presentations.

It was decided that on August 3, 2020 at 5:30 p.m. to hold a Special Council meeting to review Department budget presentations.

7.7	Discussion and possible action regarding specific local emergency orders related to COVID-19 Pandemic.
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City Manager deGraffenried said that there was no need for any specific local emergency orders at this time.

No action was taken.

7.8	Discussion and possible action regarding request from the Lampasas County Chamber of Commerce and Visitor Center for Hotel Occupancy Tax Funds in the amount of \$1908.74 for event expenses related to the Lampasas Beer Barn LTX BBQ Fest to be held on September 11 and 12, 2020 at the 580 Sports Complex and Arena.
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Melissa Unger, Chamber Executive Director, explained that on March 9, 2020, City Council approved funding for this event in the amount of \$3,548.74. Due to the COVID-19 Pandemic, the event had to be postponed. The Lampasas Beer Barn LTX BBQ Fest has been rescheduled for September 11 and September 12, 2020 and is requesting to modify the requested funding from \$3,548.74 down to \$1,908.74 for advertising and promoting the BBQ Cook-Off. In addition, the funding costs will cover operational needs, sanctioning fees, advertising and entertainment.

Mayor Talbert reminded Ms. Unger of Governor Abbot's order of the gathering of more than 10 people that must be reviewed and approved by the City.

Unger explained that she has coordinated with the Fire Chief, Police Chief and Parks & Recreation Director to ensure they follow CDC guidelines and comply with any City requirements.

Mayor Pro Tem Monroe moved to approve the request from the Lampasas County Chamber of Commerce and Visitor Center for Hotel Occupancy Tax Funds in the amount of \$1,908.74 for event expenses related to the Lampasas Beer Barn LTX BBQ Fest to be held on September 11 and 12, 2020 at the 580 Sports Complex and Arena. The motion was seconded by Council member Toups.

Council member Kuehne expressed her concern of the previous year's cook off events. With the alcohol consumption and crowds at these past events, she was concerned with being able to control the numbers in attendance to meet CDC guidelines. During the day, the attendees can be monitored and controlled but she suggested the event be locked down to only the cooks in the evening and not to the public.

Ms. Unger responded that their plan was to only have the cooks in the evening.

Mayor Talbert called for the vote to the motion made by Mayor Pro Tem Monroe and seconded by Council member Toups. With a unanimous vote, the motion carried. (White absent)

7.9	Discussion and possible action regarding Lampasas County Chamber of Commerce FY 2020/2021 Budget
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Melissa Unger, Chamber Executive Director, explained that she reviewed the budget during Workshop Session.

Mayor Pro Tem Monroe moved to accept the Lampasas County Chamber of Commerce FY 2020/2021 Budget as presented. The motion was seconded by Council member Williamson and with a unanimous vote, the motion carried. (White absent)

Adjourn

Mayor Pro Tem Monroe moved to adjourn the meeting at 7:17 p.m. The motion was seconded by Council member Toups and with a unanimous vote, the motion carried. (White absent)

PASSED AND APPROVED this _____ of _____, 2020.

Misti Talbert, Mayor

ATTEST:

Christina Marez, City Secretary

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**MINUTES OF SPECIAL MEETING OF THE GOVERNING BODY
OF THE CITY OF LAMPASAS, TEXAS
CITY COUNCIL CHAMBERS
302 E THIRD STREET
Monday August 3, 2020**

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

Council Members present:

T.J. Monroe, Mayor Pro Tem
Chuck Williamson
Cathy Kuehne
Delana Toups
Mike White

Council Members absent:

Randy Clark

City Staff Present:

Finley deGraffenried, City Manager
Rickie Roy, Assistant City Manager
Christina Marez, City Secretary
Becky Sims, Zoning Administrator
Monica Wright, Information Systems Director
Yvonne Moreno, Finance Director
Chris Eicher, Parks & Recreation Director
Vicki Tower, Parks Secretary
Sammy Bailey, Police Chief
Jeff Smith, Fire Chief
Ronnie Withers, Fire Marshal
Van Sims, Water/Wastewater Operations Manager
Carlos Garcia, Street Superintendent
Flint Geagley, Electric Superintendent
Frank Ellett, Building Official

**SPECIAL SESSION
5:30 P.M.**

I. Call to order Special Session

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

II. Departmental Budget Presentations

City Manager deGraffenried explained that the packet provided to Council is in order by Department presentation. He also mentioned that if Council would like to review a Department budget, such as Golf Course or Library, that is not included in tonight's presentation, please let him know so he could schedule those Departments.

deGraffenried explained that during the FY 2021 budget presentation on July 27, 2020, City Council provided some of the following comments and directives related to the Proposed Budget:

- Council requested a future presentation to include Fund Balance reports, particularly Fund Balance accounts that are designated for a specific purpose.
- Investigate and provide options for:
 - Purchase/lease of a new Vac-Truck
 - Purchase/lease of a new Street Sweeper
 - Designating funds for future purchase/lease of Fire Department apparatus
 - Inclusion of Sulphur Creek retaining wall rehabilitation in the FY 2021 Budget
 - Purchase and installation of additional water meters in the FY 2021 Budget
- Individual Council members commented regarding the possibility of an electric rebate to customers; the need to anticipate possible upgrades to the Wastewater Plant to meet regulatory requirements; possible funding for a skate park; and possible additional study to assess interceptor capacity.
- It was Staff's understanding that Council supported the Proposed FY 2021 Budget, including the recommendation to support increased compensation; use of HOT funds for Historic and Tourism attractions; and use of fund balance/surplus for accelerated purchases.

Additional review by City Manager deGraffenried included:

- Funding Sources, Designated Funds, Fund Balance – At the request of Council, the following reflects information related to designated funds, and available balance within funds:
 - General Fund – Fund Balance Assigned/Unassigned - \$2,787,962.96
 - Hotel-Motel Tax Fund – Fund Balance Committed/Unrestricted - \$1,426,489.25
 - 2016 CO Capital Fund – Designated Capital - \$584,072.11
 - Electric Fund – Fund Balance Restricted/Unrestricted - \$7,388,563.30
 - Water/Wastewater Fund – Fund Balance Restricted/Unrestricted - \$1,422,945.68
- As previously reported to Council, Fund Balance should be positively impacted by FY 2020 Budget performance. Council should consider an improvement of approximately \$645,114.00 to Fund Balance after accelerated purchases and funding the remainder of West Avenue E and Public Safety Communications in FY 2021. City Staff proposes the use of fund balance, supplemented by FY 2020 Year End Projections, to address Council priorities referenced in the July 27, 2020 Council meeting.
 - FY 21 Use of Fund Balance/FY 20 Surplus - Year End Projections balance \$1,741,114.00 – use \$450,000.00 for Street improvements; use \$450,000.00 for Public Safety Communications (grant funding for balance); use \$196,000.00 for various capital projects including Cemetery Pole Barn, PD building upgrades, CAD/Cardinal System, and Electric/Street shop bathrooms; leaves \$645,114.00 remaining funds balance
- Proposed Budget Modifications/Cost of Improvements – The following improvements and priorities can be incorporated in the FY 2021 Budget with minimal impact to Operating Fund Balance or Net Position.
 - 2016 CO Fund Balance \$584,072.11
 - Vac Truck \$394,409.52
 - Retaining walls \$50,000.00
 - Leaves projected balance at \$139,862.59
 - General Fund Balance – \$645,114.00
 - Tymco Sweeper \$267,219.00
 - Neptune Meters and installation \$191,112.00
 - Leaves projected balance at \$186,783.00

- Electric Fund Balance \$7,388,563.30
 - Designated FD Engine \$400,000.00
 - Designated Economic Development 200,000.00
 - Leaves project balance at \$6,788,563.30
- Hot Fund Balance \$1,426,489.25
 - Hostess House upgrades \$200,000.00
 - Colored School \$300,000.00
 - Leaves projected balance at \$926,489.25
- 5:30- Streets

Carlos Garcia, Street Superintendent, and Rickie Roy, Assistant City Manager, reviewed the following information:

- Garcia thanked Council for the accelerated purchase of a new Street Department Chevrolet pickup.
- He reviewed items that needed attention:
 - Fairview Street drainage from Avenue B to Third Street – with the added Stone Valley Subdivision, it has increased drainage flow and caused erosion under the tin horn bottoms, which are rotted so in future this will need to be addressed because it is affecting the drainage flow and causing backups. He and the Assistant City Manager are working on a plan to address this.
 - Another drainage attention would be Surplus Street drainage that runs from Surplus to Fourth Street
- He reviewed future projects:
 - East Third Street from Key to Western
 - East Third from Hackberry to the first bridge
 - Casbeer Street from the railroad to FM 580
- Fleet – Other than the accelerated purchase, no other need for fleet, with the exception of a new sweeper request. The cost for a new sweeper is \$267,000.00 for a buy out purchase. He said that the representative has held this amount for over a year now and will honor that price.

Council member White expressed that he would like to see a position added in the Street Department that is assigned to the street sweeper for at least 30 hours a week.

Garcia said that with the current staff he has now and with a new sweeper, he could ensure that the sweeper could run 3 days a week.

Council thanked Garcia for his budget presentation.

- 5:40- Parks

Chris Eicher, Parks & Recreation Director, reviewed the following:

- No fleet or equipment requests were made. Staff have maintained their fleet and equipment well.
- Budget request for a Pole Barn Storage at the Cemetery that will be used to store topsoil and equipment.

- CIP request for next year would be for a new pool liner for Hanna Springs Pool - \$88,000.00
- Another CIP item would be repair to the retaining wall at W. M. Brook Park. He found out that there is about 4 foot of silt piled up on the bedrock. He has had bids as low as \$30,000.00 to repair the wall and over \$100,000.00 to replace the wall.
- He thanked Council for the addition of a Parks Secretary, Vicki Tower. She has been very instrumental in the efficiency of the Department.

Council member White would like to see funding earmarked for a Skate Park at Campbell Park, next to the new restrooms. He also would like to see a concession stand, in the future, next to it. With the group that is trying to raise funds, the City needs to set some money aside as well. He said there is no maintenance to a Skate Park.

Eicher agreed with the location of the Skate Park. He said that a meeting has been scheduled to meet with LAFTA to discuss this idea and receive their input and comments.

There was discussion of funding options for the Skate Park, including investigating the possible use of HOT funds.

Council thanked Eicher for his presentation.

- 6:00- Water/Wastewater

Van Sims, Water/Wastewater Operations Manager, and Rickie Roy, Assistant City Manager, reviewed the following:

- Sims noted that the biggest challenge for his Department is adequate staffing. With all the projects they have, as well as the work orders they receive and work on a daily basis, it is quite difficult.
- As for future budgeting, his Department needs at least three extra personnel: one at the Wastewater Plant and two as Maintenance Distribution/Collection Technicians. The most needed position currently would be for a Maintenance Distribution/Collection Technician. Hourly salary range for this Technician is \$13.00 to \$17.00, which is low and difficult to attract qualified applicants.
- He reviewed the increase in pricing for the new Vac-Truck, which went up by approximately \$44,000.00, due to an upgrade.
- He noted the additional budgeted amount of \$191,112.00 would be needed to change out approximately 1,300 ¾-inch residential meters. This amount includes the installation costs.

Council member Williamson would like for Council to have the opportunity to tour the Wastewater Plant and also tour the new shop.

Council thanked Sims for his presentation.

- 6:15- Electric

Flint Geagley, Electric Superintendent, and Rickie Roy, Assistant City Manager, reviewed the following:

- Geagley reported the efficiency of the Department. Two employees became Lineworkers within the last two years, which is very helpful.
- In 2014/2015, a pole inspection was done. To date, the Department has changed out 300 electric poles.
- The Department has finished the electric meter swap out program.
- The Department maintains 5,000 electric poles and 2,200 transformers.
- He reviewed some projects the Department has worked on: Stone Valley Subdivision, Burger King, Assisted Living Facility, new strip center near Walmart, Brodie Estates
- No major budget needs or changes were made, except the need for upgrades to the restrooms at the City Barn.
- The only concerns he had was the requests of new fiber lines on City poles. Some poles are in poor condition or not tall enough.

There was discussion about the importance and timeliness of making the necessary upgrades to the restrooms at the City Barn (Streets/Electric). Mr. Roy said that for number purposes only, he received one estimate cost that was for \$20,000.00. He will proceed to get more quotes with the timeline for completion.

Council thanked Geagley for his presentation.

- 6:25- Police Department

Sammy Bailey, Police Chief, reviewed the following:

- She reviewed the roles and responsibilities of the Department.
- Needed upgrade of Police radio communications; the Department does have a \$253,000.00 grant from CTCOG but still would need \$450,000.00
- Need a new telephone system \$21,000.00; obsolete phones; over 20 year old system
- Need a new CAD/Cardinal system
- Need additional equipment such as body cameras and bullet proof helmets
- Need a few PD building upgrades, new flooring and countertops

Council thanked Bailey for her presentation.

- 6:40- Fire Department

Jeff Smith, Fire Chief, reviewed the following:

- He explained that the telephone service number is going down. The Department was paying \$1,300.00 a month and will now go to \$100.00 a month
- Communication equipment – as Police Chief Bailey reviewed, this equipment is a great step forward in the right direction.
- Fire personnel – in the next five years, personnel will need to be added, especially if a second fire station is brought into the City.
- Fire apparatus – in the future the City would have to add another Fire Station.
- Would really like a secretary for the Fire Department to assist in the efficiency of the office.

Council thanked Smith for his presentation.

- 6:55- Information Systems

Monica Wright, Information Systems Director, reviewed the following:

- This year's proposed budget is slightly less than last year's budget due some accelerated purchases and some savings related to licenses and non-use of travel and training due to COVID-19
- Four major projects requested: increased internet bandwidth; replacement of two firewalls and cisco switch; replacement of IT Building windows and a new Server Room wall; and increased maintenance costs.
- 7:10- Building Department

Frank Ellett, Building Official, reviewed the following:

- No real changes from last year's budget.
- Would like to start to budget next year for his Department to become more of a Planning Department. The City is growing and additional personnel is needed.
- Within the next two to three years, would like to see a Water/Backflow Inspector, a Planner or another Inspector,
- 7:20- Finance- Utility Billing and Collection

Yvonne Moreno, Finance Director, reviewed the following:

- Need to replace two new receipt printers in the Utility Department: \$1,000.00 each
- InCode annual maintenance has increased
- Not included in the proposed budget, the need of a Part-time employee in the Utility Department; would be approximately \$18,000.00 for the year with no medical benefits. She has even spoken with Fire Chief Smith about possibly sharing this person as Part-time in the morning for the Fire Department and Part-time for the Utility Department in the afternoon.
- Budgeted for annual audit increase

Council thanked Moreno for her presentation.

III. Discussion and possible action regarding modifications to the FY 2020 Budget

City Manager deGraffenried reviewed the items of discussion that were reviewed with Council:

- Streets – Drainage projects; paving projects as discussed
- Parks – Liner at Hanna Springs Pool as FY 2022 project; repair to retaining wall with funding options from Fund 68; Skate Park with funding from remaining funds from Fund 68 and investigate the possible use of HOT funds
- Water/Wastewater – Include the increase of \$43,000.00 for a new Vac-Truck with funding from Fund 68; complete meter project of ¾ -inch residential meters, with the exception of approximately 200 different size meters, for the amount of \$191,112.00 which includes installation; tour the Wastewater Plant and new shop.

- Electric – Reviewed potential stresses of personnel for make-ready of poles for the requested fiber connects; electric meter swap out is complete; upgrade the shop restrooms
- Police – Already included in the budget is body cameras, Police communications and includes CTCOG grant, and upgrades to the Police Department.
- Fire – In relation to growth and in a phased approach, new substation; new apparatus and new Administrative support position.
- IT – Reviewed the increased bandwidth project and IT building repairs; this is a well managed budget.
- Building – Formalizing a more Development Services office with additional staffing of one to three new employees within the next three years.
- Finance/Utility – Part-time Utility Clerk

Council member White liked the idea of the shared Part-time employee for the Fire Department and Utility Department.

Mayor Talbert said as it relates to the Water/Wastewater Department, the City can't fall behind on services and maybe should start with adding one new employee.

Mayor Pro Tem Monroe noted that the Street sweeper needs to be replaced, as well as the Vac-Truck. She also noted that more of the budgeted money should be used on the Hostess House versus the Colored School.

Council asked for City Staff to seek quotes for the City Barn (Street/Electric) restrooms and timelines for completion.

IV. Adjourn Special Session

Mayor Pro Tem Monroe moved to adjourn the Special Session at 7:03 p.m. The motion was seconded by Council member White and with a unanimous vote, the motion carried. (Clark absent)

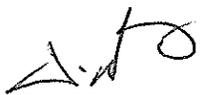
PASSED AND APPROVED this _____ day of _____, 2020.

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 regarding purchases and charges in excess of \$4,000 from July 1, 2020 to July 31, 2020

Requested By: Yvonne Moreno, Finance Director

Submitted By: Yvonne Moreno, Finance Director

Date Submitted: August 8, 2020

For the Agenda of: August 10, 2020

Procurement and Funding Statement:

N/A

Attachments: A/P History Check Report

Summary Statement:

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

Recommendation:

Motion to approve by consent.

VENDOR SET: 99 CITY OF LAMPASAS
 BANK: FSB BANCORPSOUTH
 DATE RANGE: 7/01/2020 THRU 7/31/2020

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
02856	AEP ENERGY PARTNERS, INC.							
I-17521259138	JUNE AEP BILL	E	7/17/2020	77,568.04		000040		77,568.04
56260	LOWER COLORADO RIVER AUTHORITY							
I-EW15878	JUNE LCRA BILL	E	7/17/2020	316,482.99		000041		316,482.99
27050	IRS-PAYROLL TAXES							
I-T1 202007028056	FEDERAL WITHHOLDING	D	7/03/2020	16,406.40		000067		
I-T3 202007028056	FICA TAX	D	7/03/2020	25,239.66		000067		
I-T4 202007028056	MEDICARE TAX	D	7/03/2020	5,902.74		000067		47,548.80
27050	IRS-PAYROLL TAXES							
I-T1 202007168060	FEDERAL WITHHOLDING	D	7/17/2020	17,118.21		000069		
I-T3 202007168060	FICA TAX	D	7/17/2020	25,919.54		000069		
I-T4 202007168060	MEDICARE TAX	D	7/17/2020	6,061.98		000069		49,099.73
27050	IRS-PAYROLL TAXES							
I-T1 202007308062	FEDERAL WITHHOLDING	D	7/31/2020	16,238.06		000070		
I-T3 202007308062	FICA TAX	D	7/31/2020	25,146.32		000070		
I-T4 202007308062	MEDICARE TAX	D	7/31/2020	5,881.00		000070		47,265.38
02681	COMPOSITECH PRODUCTS MFG							
I-920092	BELT PRESS REPAIRS	R	7/02/2020	7,730.00		157104		7,730.00
02860	FUELMAN							
I-202006298055	CITY GAS	R	7/02/2020	8,673.27		157107		8,673.27
03229	HALFF ASSOCIATES INC							
I-10036749	COMPREHENSIVE PLAN	R	7/02/2020	4,453.63		157110		
I-10037903	COMPREHENSIVE PLAN	R	7/02/2020	9,007.30		157110		
I-10039184	COMPREHENSIVE PLAN	R	7/02/2020	2,670.00		157110		16,130.93
00647	HOLT CAT							
I-SIES32798010	LIGHT TOWER/ GENERATOR	R	7/02/2020	15,533.48		157111		15,533.48
47585	KEMPNER WATER SUPPLY CORP							
I-05312020	MONTHLY LOAN PAYMENTS	R	7/02/2020	19,146.97		157116		19,146.97
47585	KEMPNER WATER SUPPLY CORP							
I-05312020*	KWSC O&M SHARED R&M	R	7/02/2020	4,720.87		157117		4,720.87
47585	KEMPNER WATER SUPPLY CORP							
I-05312020**	WATER INVOICE MAY 2020	R	7/02/2020	38,534.67		157118		38,534.67

VENDOR SET: 99 CITY OF LAMPASAS
 BANK: FSB BANCORPSOUTH
 DATE RANGE: 7/01/2020 THRU 7/31/2020

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01488	LAW OFFICES OF JO-CHRISTY BROW							
I-29839	GENERAL MATTERS- APRIL	R	7/02/2020	5,215.00		157119		5,215.00
00479	NAFECO, INC							
I-1042819	HAND TOOLS	R	7/02/2020	247.56		157121		
I-1042890	UNIFORMS	R	7/02/2020	4,121.87		157121		4,369.43
01298	STUART C IRBY CO							
I-S011869800001	FM 2S METERS	R	7/02/2020	6,600.00		157130		6,600.00
17865	COLONIAL LIFE & ACCIDENT							
I-AC1202006188054	ACCIDENT INSURANCE	R	7/06/2020	182.40		157150		
I-AC2202007028056	ACCIDENT INSURANCE	R	7/06/2020	182.46		157150		
I-AC3202006188054	ACCIDENT INSURANCE	R	7/06/2020	808.19		157150		
I-AC3202007028056	ACCIDENT INSURANCE	R	7/06/2020	808.19		157150		
I-CN1202006188054	CANCER INSURANCE	R	7/06/2020	307.98		157150		
I-CN2202007028056	CANCER INSURANCE	R	7/06/2020	308.00		157150		
I-HO3202006188054	HOSPITAL INCOME - PRETAX	R	7/06/2020	137.70		157150		
I-HO3202007028056	HOSPITAL INCOME - PRETAX	R	7/06/2020	137.70		157150		
I-LF3202007028056	UNIV/COL LIFE AFTER TAX	R	7/06/2020	298.87		157150		
I-LF7202006188054	NON-PRETAX LIFE INSURANCE	R	7/06/2020	298.81		157150		
I-LFB202006188054	AFTER TAX COLONIAL PRODUCTS	R	7/06/2020	1,105.29		157150		
I-LFB202007028056	AFTER TAX COLONIAL PRODUCTS	R	7/06/2020	1,105.29		157150		5,680.88
74775	SCOTT & WHITE HEALTH PLAN							
I-202007058058	SCOTT & WHITE HEALTH PLAN	R	7/06/2020	4,859.08		157158		
I-CCC202007028056	HEALTH INSURANCE PREMIUM	R	7/06/2020	5,252.10		157158		
I-CCE202007028056	HEALTH INSURANCE PREMIUM	R	7/06/2020	12,655.23		157158		
I-CCF202007028056	HEALTH INSURANCE PREMIUMS	R	7/06/2020	6,559.98		157158		
I-CCS202007028056	HEALTH INSURANCE PREMIUM	R	7/06/2020	5,863.76		157158		
I-HE1202007028056	HEALTH INSURANCE PREMIUM	R	7/06/2020	6,969.34		157158		
I-HEA202006048053	EMPLOYEE SHARE HEALTH INSURANC	R	7/06/2020	139.93		157158		
I-HEA202006188054	EMPLOYEE SHARE HEALTH INSURANC	R	7/06/2020	10,388.27		157158		
I-HEC202006048053	EMPLOYEE SHARE HEALTH INSURANC	R	7/06/2020	139.93		157158		
I-HEC202007028056	EMPLOYEE SHARE HEALTH INSURANC	R	7/06/2020	10,388.27		157158		
I-HI1202007028056	CITY HEALTH INSURANCE	R	7/06/2020	15,885.00		157158		
I-HID202007028056	CITY HEALTH INSURANCE	R	7/06/2020	11,243.70		157158		
I-HIE202007028056	EMPLOYEE CITY HEALTH CONTRIB	R	7/06/2020	21,431.85		157158		111,776.44
01357	SINGLETON, CLARK & COMPANY, PC							
I-1692	AUDIT FYE 2019 REPORT ISS	R	7/06/2020	5,600.00		157160		5,600.00
84250	TEXAS MUNICIPAL RETIREMENT SYS							
I-TMR202006018052	RETIREMENT CONTRIBUTIONS	R	7/06/2020	1,226.10		157161		
I-TMR202006048053	RETIREMENT CONTRIBUTIONS	R	7/06/2020	48,778.39		157161		
I-TMR202006188054	RETIREMENT CONTRIBUTIONS	R	7/06/2020	47,128.94		157161		97,133.43

VENDOR SET: 99 CITY OF LAMPASAS
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VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
03268	THE GUARDIAN LIFE INSURANCE CO							
I-202007058059	THE GUARDIAN LIFE INSURANCE CO	R	7/06/2020	205.30		157162		
I-DN1202006048053	EMPLOYEE SHARE HEALTH INSUR	R	7/06/2020	9.18		157162		
I-DN1202006188054	EMPLOYEE SHARE HEALTH INSUR	R	7/06/2020	625.47		157162		
I-DN2202006048053	EMPLOYEE SHARE HEALTH INSUR	R	7/06/2020	9.18		157162		
I-DN2202007028056	EMPLOYEE SHARE HEALTH INSUR	R	7/06/2020	625.47		157162		
I-GDC202007028056	DENTAL INSURANCE PREMIUM	R	7/06/2020	997.50		157162		
I-GDE202007028056	DENTAL INSURANCE PREMIUM	R	7/06/2020	1,055.46		157162		
I-GDF202007028056	DENTAL INSURANCE PREMIUM	R	7/06/2020	968.58		157162		
I-GDS202007028056	DENTAL INSURANCE PREMIUM	R	7/06/2020	619.97		157162		
I-GVC202007028056	VISION INSURANCE PREMIUM	R	7/06/2020	164.64		157162		
I-GVE202007028056	VISION INSURANCE PREMIUM	R	7/06/2020	246.96		157162		
I-GVF202007028056	VISION INSURANCE PREMIUM	R	7/06/2020	159.46		157162		
I-GVS202007028056	VISION INSURANCE PREMIUM	R	7/06/2020	135.40		157162		
I-VS1202006048053	EMPLOYEE SHARE HEALTH PLAN	R	7/06/2020	0.90		157162		
I-VS1202006188054	EMPLOYEE SHARE HEALTH PLAN	R	7/06/2020	75.52		157162		
I-VS2202006048053	EMPLOYEE SHARE HEALTH INSUR	R	7/06/2020	0.90		157162		
I-VS2202007028056	EMPLOYEE SHARE HEALTH INSUR	R	7/06/2020	75.52		157162		5,975.41
48720	LAMPASAS BUILDERS MART INC							
C-651453	CHECK VALVE 3/4"	R	7/08/2020	42.30CR		157221		
I-650926	GATORLINE .105 LB MAGNUM	R	7/08/2020	79.99		157221		
I-650939	CONCRETE REDI- MIX	R	7/08/2020	132.54		157221		
I-650966	ENGINE OIL ULTRA 6 PACK	R	7/08/2020	21.72		157221		
I-651021	CONST ADHSV/CEMENT/REDI MIX	R	7/08/2020	63.70		157221		
I-651026	QUICK LINK 1/4" & 3/8"	R	7/08/2020	13.22		157221		
I-651065	SOCKET QUK COUPLER 1/4"	R	7/08/2020	8.82		157221		
I-651097	CONCRETE REDI-MIX	R	7/08/2020	38.10		157221		
I-651102	SCREW/NUT DRIVER & 4" BLADES	R	7/08/2020	15.62		157221		
I-651106	CONCRETE REDI-MIX	R	7/08/2020	25.40		157221		
I-651114	BLAZE LASER/BATTERY/TAPE 25'	R	7/08/2020	105.79		157221		
I-651147	SPOOL INSERT/ CUTTING ATTACH	R	7/08/2020	67.68		157221		
I-651172	24 PK WATER/IGLOO COOLER	R	7/08/2020	92.97		157221		
I-651182	SPRAY PAINT/CAULK LEVEL 5.5	R	7/08/2020	21.16		157221		
I-651207	BLACK OXIDE 11/ 16X6	R	7/08/2020	16.55		157221		
I-651213	CHECK VALVE 3/4"	R	7/08/2020	21.15		157221		
I-651355	WATER HOSE ALL SEASON	R	7/08/2020	11.95		157221		
I-651358	VALVE BOX 6"/ PVC PIPE CUTTER	R	7/08/2020	49.64		157221		
I-651388	5 LB .095 COMMERCIAL LINE	R	7/08/2020	49.99		157221		
I-651435	24" BROOM BRACED INDUSTRIAL	R	7/08/2020	62.54		157221		
I-651443	NUTS & BOLTS	R	7/08/2020	2.49		157221		
I-651452	CHECK VALVE 3/4"	R	7/08/2020	21.15		157221		
I-651488	CABLE TIE/CEMENT/REDI-MIX	R	7/08/2020	119.71		157221		
I-651489	PAINT/ROLLER FRAME/PAIL/TRAY	R	7/08/2020	327.75		157221		
I-651542	ENGINE OIL ULTRA 6.4 OZ PACK	R	7/08/2020	23.01		157221		
I-651562	CONCRETE REDI-MIX	R	7/08/2020	50.80		157221		
I-651579	CHAIN 3/8 FULL SKIP	R	7/08/2020	29.40		157221		
I-651594	BLUE SPRAY PAINT MARKING	R	7/08/2020	38.59		157221		

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VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
I-651597	WATER HOSE 8 PLY/SPRINKLER	R	7/08/2020	45.06		157221		
I-651618	ACE BAG 13 GAL/ .095 COMMERCIA	R	7/08/2020	57.34		157221		
I-651624	SPRING LINK 3/ 8X316 L	R	7/08/2020	9.19		157221		
I-651633	SELF SCREW/DRYWALL/INSERT BIT	R	7/08/2020	19.05		157221		
I-651671	BAR & CHAIN 1 GAL	R	7/08/2020	19.99		157221		
I-651677	14" CHAIN 1/4" .043 PICCO LOOP	R	7/08/2020	49.98		157221		
I-651737	HOLE SAW LENOX/HOLE SAW DRILL	R	7/08/2020	56.38		157221		
I-651758	GLASS CLEANER/BLK/ARMOR ALL	R	7/08/2020	17.26		157221		
I-651839	BUSHING GALV 1/2" X 3/8"	R	7/08/2020	3.30		157221		
I-651845	ENGINE OIL ULTRA 6.4 OZ 6 PK	R	7/08/2020	23.01		157221		
I-651951	THERMOMETER/MOTH BALLS/NUTS	R	7/08/2020	15.67		157221		
I-651974	SPRINKLER 2 PK/CONT HOSE	R	7/08/2020	57.02		157221		
I-651975	SPONGE SCRUB MULTIPURPOSE	R	7/08/2020	5.50		157221		
I-652046	DEWALT ANGLE GRINDER 4.5-6"	R	7/08/2020	139.99		157221		
I-652065	HAND SANITIZER FLR	R	7/08/2020	188.97		157221		
I-652105	18W LED BULB/PLUG/BULB FLUR	R	7/08/2020	106.67		157221		
I-652141	NUTS & BOLTS	R	7/08/2020	7.92		157221		
I-652142	RAKE BOW FIBER 16 TINE ACE	R	7/08/2020	21.15		157221		
I-652157	9" BLADE/CUT WHEEL MASONARY	R	7/08/2020	25.00		157221		
I-652183	WEIMAN SS CLEANER 12 OZ	R	7/08/2020	5.51		157221		
I-652191	CEMENT TYPE 1 90 LB	R	7/08/2020	15.74		157221		
I-652246	HOE GARDEN W/ 54" FIBER HNDL	R	7/08/2020	21.15		157221		
I-652385	CAP 3" SC 40 SLIP	R	7/08/2020	5.51		157221		
I-652426	5/32" SWISS FILE 3 PK	R	7/08/2020	6.25		157221		
I-652443	HAND SANITIZER FLR	R	7/08/2020	251.96		157221		
I-652454	NIPPLE BRASS	R	7/08/2020	3.30		157221		
I-652485	LED BULB 12 PK	R	7/08/2020	110.37		157221		
I-652530	ALL STEEL PRUNER	R	7/08/2020	58.85		157221		
I-652539	RECEPT 20 AMP IVORY/ 20 AWH	R	7/08/2020	84.60		157221		
I-652578	SWITCH/ACE LED BULBS IVORY	R	7/08/2020	62.51		157221		
I-652600	BROOM PUSH 24" ACE	R	7/08/2020	18.39		157221		
I-652603	CEMENT PORTLAND 90 LB	R	7/08/2020	31.48		157221		
I-652606	STAR DECK/NIPPLE BRASS/RBRS	R	7/08/2020	22.23		157221		
I-652644	SQUARE 12"/WALLBOARD/NUTS	R	7/08/2020	29.06		157221		
I-652666	PRESS ON AMBER OVAL	R	7/08/2020	3.30		157221		
I-652784	SCREW DRYWALL/GROMMET/SAW	R	7/08/2020	32.71		157221		
I-652806	BAR & CHAIN OIL/NUTS & BOLTS	R	7/08/2020	8.15		157221		
I-652822	LUBRICANT/ENGINE OIL CYCLE 1	R	7/08/2020	129.00		157221		
I-652853	TAPE RULE 1 X 25	R	7/08/2020	16.54		157221		
I-652884	HAND SANITIZER FLR	R	7/08/2020	6,299.10		157221		
I-652901	STEEL PRUNER FORGED	R	7/08/2020	36.78		157221		9,590.07
52200	LAMPASAS PUBLIC UTILITIES							
I-06302020	JUNE 2020	R	7/08/2020	33,977.74		157241		33,977.74

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01456	S & M VACUUM & WASTE, LTD							
I-127935	SLUDGE HAUL 127935	R	7/08/2020	500.00		157267		
I-127936	SLUDGE HAUL 127936	R	7/08/2020	500.00		157267		
I-127937	SLUDGE HAUL 127937	R	7/08/2020	500.00		157267		
I-127938	SLUDGE HAUL	R	7/08/2020	500.00		157267		
I-127939	SLUDGE HAUL	R	7/08/2020	500.00		157267		
I-127940	SLUDGE HAUL #127940	R	7/08/2020	500.00		157267		
I-129333	SLUDGE HAUL #129333	R	7/08/2020	500.00		157267		
I-129400	SLUDGE HAUL INV#129400	R	7/08/2020	500.00		157267		
I-129401	SLUDGE HAUL INV#129401	R	7/08/2020	500.00		157267		
I-129402	SLUDGE HAUL INV#129402	R	7/08/2020	500.00		157267		
I-129403	SLUDGE HAUL INV#129403	R	7/08/2020	500.00		157267		
I-129404	SLUDGE HAUL INV#129404	R	7/08/2020	500.00		157267		
I-129405	SLUDGE HAUL INV#129405	R	7/08/2020	500.00		157267		
I-129406	SLUDGE HAUL INV#129406	R	7/08/2020	500.00		157267		
I-129407	SLUDGE HAUL INV#129407	R	7/08/2020	500.00		157267		
I-129419	SLUDGE HAUL #129419	R	7/08/2020	500.00		157267		8,000.00
02976	WASTE CONNECTIONS							
I-1414753	SOLID WASTE COMMERCIAL	R	7/08/2020	48,696.43		157287		
I-1414754	SOLID WASTE RESIDENTIAL	R	7/08/2020	44,191.38		157287		92,887.81
16468	CATERPILLAR FIN SER CORP							
I-20961749	MOTOR GRADER JULY RENTAL	R	7/16/2020	2,751.32		157360		
I-21098438	JULY RENTAL FOR DOZER	R	7/16/2020	1,660.70		157360		
I-21118710	AUGUST RENTAL	R	7/16/2020	2,463.86		157360		6,875.88
03207	CLARK CAGES							
I-115638	CAT CAGES REPLACEMENTS	R	7/16/2020	5,150.00		157362		5,150.00
02202	H & H TREE SERVICE INC							
I-07072020	TREE TRIMMING- BROOK PARK	R	7/16/2020	5,600.00		157375		5,600.00
82300	TECHLINE, INC							
I-126896700	TRANSFORMER 37.5 PAD MOUN	R	7/16/2020	2,845.96		157413		
I-126896800	TRANSFORMER 37.5 PAD MOUN	R	7/16/2020	1,905.23		157413		
I-126896801	TRANSFORMER 37.5 PAD MOUN	R	7/16/2020	84.00		157413		
I-126896802	TRANSFORMER 37.5 PAD MOUN	R	7/16/2020	2,510.00		157413		
I-126896803	TRANSFORMER 37.5 PAD MOUN	R	7/16/2020	1,379.52		157413		
I-126896900	TRANSFORMER 37.5 PAD MOUN	R	7/16/2020	92.16		157413		
I-126897100	TRANSFORMER 37.5 PAD MOUN	R	7/16/2020	126.25		157413		
I-311053200	TRANSFORMER 37.5 PAD MOUN	R	7/16/2020	130.00		157413		9,073.12

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90400 I-07102020	UNITED STATES POST OFFICE PERMIT 81 POSTAGE	R	7/16/2020	5,000.00		157421		5,000.00
02827 I-SINV152428	WRIGHT ASPHALT PRODUCTS COMPAN CRS-2	R	7/16/2020	12,190.97		157425		12,190.97
4100 I-013709458	AVFUEL INC AVIATION FUEL PURCHASE	R	7/22/2020	10,870.92		157451		10,870.92
01201 I-1TKEDDW44Y	BANK OF AMERICA NA OBLIGATION 281 - 2007 CO	R	7/22/2020	484,534.73		157455		484,534.73
47585 I-06302020	KEMPNER WATER SUPPLY CORP LOAN PAYMENTS	R	7/22/2020	19,146.97		157473		19,146.97
02425 I-1621683	US BANK SERIES 2011 CO	R	7/22/2020	66,950.00		157493		66,950.00
47585 I-06302020**	KEMPNER WATER SUPPLY CORP WATER BILL KEMPNER	R	7/22/2020	36,022.77		157501		36,022.77
03311 I-1860	LOCAL GOVERNMENT & SERVICES LL NEGOTIATING POLE AGREEMNT	R	7/27/2020	6,000.00		157513		6,000.00
82300 I-126964200 I-167189300 I-311082900	TECHLINE, INC STREET LIGHTS STREET LIGHTS STREET LIGHTS	R R R	7/27/2020 7/27/2020 7/27/2020	5,254.00 660.00 432.00		157520 157520 157520		 6,346.00
45820 I-07282020	JIM HOFFPAUIR INC 2020 CHEV SILVERADO 0428	R	7/29/2020	29,282.80		157577		29,282.80
01401 I-1524887 I-1524894	TSM CONSULTING SERVICES INC BACKUP SOFTWARE SP BACKUP SOFTWARE	R R	7/29/2020 7/29/2020	1,029.71 3,282.00		157589 157589		 4,311.71

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	34	1,204,632.27	0.00	1,204,632.27
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	3	143,913.91	0.00	143,913.91
EFT:	2	394,051.03	0.00	394,051.03
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0	VOID DEBITS 0.00		
		VOID CREDITS 0.00	0.00	0.00

TOTAL ERRORS: 0

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			NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT		
VENDOR SET: 99	BANK: FSB	TOTALS:	39	1,742,597.21	0.00	1,742,597.21		
BANK: FSB	TOTALS:		39	1,742,597.21	0.00	1,742,597.21		
REPORT TOTALS:			39	1,742,597.21	0.00	1,742,597.21		

City of Lampasas

M E M O

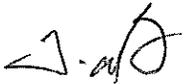
To: Mayor and City Council
From: Finley deGraffenried
Re: Manager's Report
Date: 7 August 2020

THC Marker The City was notified this week that the Texas Historic Commission has approved a Historic Marker for the Calvert Municipal Building. The process for approval was driven by Mr. Jeff Jackson who researched the project and drafted the application and marker narrative. The City has processed the payment for the marker, however; due to the number of applications, the marker may not be delivered until late Fall.

Library The City and Library Foundation have received tremendous reviews for development of the park area, and upgrades to the parking lot. The City had planned to restripe the lot after the park construction was complete, but Carlos had additional budgeted funds and included a fog seal over the paved areas. The addition by the Street Department gave the project a "complete" look and positive impression.



WCID	<p>The Lampasas County WCID met on August 8th to discuss dam maintenance and improvements. Paul Wilborn, President of the Board, advised that an application to improve one dam site to a high hazard designation had been received by the State. Currently of the nine WCID dams, five will require future upgrades to meet high hazard standards. The application for funding estimates a cost of approximately \$5,000,000 with a local match of 1.75%, or about \$87,500. The WCID does have some funds available, however other partners will be asked to possibly assist when the project is initiated likely no sooner than 2023.</p>
LAFTA	<p>Staff attended the LAFTA meeting on August 4th to support, and provide clarification on the discussion related to locating a Skate Park in Campbell Park. The Board had been approached regarding their opinion and possible location of a Skate Park and had met individually with representatives of a group promoting the facility. Members of the LAFTA Board referenced it was a City Park, and that funding or funding amount should not be a concern of their Board. The primary, consensus, concern was the coordination of the location Skate Park related to a future pavilion. Board members in general were supportive of the proposed improvement. Staff will continue to assist both groups to coordinate a location if desired by Council.</p>
Internet	<p>This week staff met with two companies initiating construction of a fiber to the home internet service in Lampasas. Both groups appear to be mobilizing to provide service within the next 60 to 90 days. Initially, both the City Council and LEDC felt participation in a project was likely, but were hopeful an environment could be created to support private investment in our town. As more and more folks are working from home, Lampasas will be well served, and attractive to other Metro markets, with this service.</p>
Hanna Springs	<p>This past week, out of an abundance of caution, staff placed a temporary fence around Hanna Springs. The previous fence had been removed due to the negative visual impression of the Spring and to aid in the cleaning. After determining the Spring could not effectively be lowered, staff sought options and costs for a decorative railing to be placed on the top of the wall. Chris Eicher will provide updates, if available, which will be included in comments Monday.</p>
CDBG Visit	<p>Staff was notified this week from the Department of Agriculture that the City has been selected for a site visit related to the 2019-2020 CDBG application for infrastructure improvements. The visit is a precursor to initiating and contracting the project with the State. The project calls for new and replacement sewer line in Avenue C from Key to Porter. The estimated funding for the project requires a City match of \$55,000.00 with \$275,000.00 provided by the Department of Agriculture. The original application was submitted in March 2019.</p>


City Manager

ITEM NO. 7.1

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

Subject:

Discussion and possible action to consider granting a six-month extension to the Hillside Acres Preliminary Plat.

Requested By: Sam Walker, Eckermann Engineering

Submitted By: Becky Sims, Assistant City Secretary/Zoning Administrator

Date Submitted: August 5, 2020

For the Agenda of: August 10, 2020

Procurement and Funding Statement:

N/A

Attachments: Extension Request Letter

Summary Statement:

The Hillside Acres Preliminary Plat was initially approved in April 2019; however, expired in November 2019. The Preliminary Plat went before Planning & Zoning and City Council in February 2020; where it was approved. The current approval will expire August 2020. Attached is a letter from the engineer requesting that the preliminary plat be extended for an additional six months.

Recommendation:

To consider a motion to approve the six month extension for the Preliminary Plat approval of Hillside Acres.



July 29, 2020

Finley deGraffenried
City Manager
City of Lampasas
312 E. 3rd Street
Lampasas, TX 76550

***Re: Preliminary Plat Extension Request
Hillside Acres by MD Homes
Lampasas, Texas***

Dear Mr. deGraffenried:

Please accept this letter as a request to extend the Hillside Acres Preliminary Plat approval for an additional six (6) months under Section 70-134 of the City's Subdivision Regulations.

The Preliminary Plat was approved by Planning and Zoning and City Council on February 6, 2020 and February 10, 2020, respectively. Due to the current COVID 19 pandemic and current state of emergency progress on the subdivision development has been delayed. The Preliminary Plat still substantially complies with the City of Lampasas Subdivision regulations; however, additional time to complete the plan approval, development agreement, and final plat is required.

If you should have any questions regarding the Hillside Acres development, please feel free to contact us at 512-556-8160.

Sincerely,

ECKERMANN ENGINEERING, INC.

A handwritten signature in blue ink that reads 'Sam Walker'.

Sam N. Walker, P.E.
Vice President



City Manager

ITEM NO. 7.2

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

Subject:

Discussion and possible action to approve a resolution of the City Council of Lampasas, Texas, designating certain officials as being responsible for, acting for, and on behalf of the “City” with the Economic Development Administration, hereinafter referred to as “EDA,” for the purpose of requesting federal assistance for an area of substantial economic distress through the EDA CARES Program; certifying that the “City” is eligible to receive program assistance; certifying that the “City” matching share is readily available; and committing the “City” to the proposed infrastructure improvements.

Requested By: David Legere, Langford Community Management Services

Submitted By: Mandy Walsh, LEDC

Date Submitted: August 4, 2020

For the Agenda of: August 10, 2020

Procurement and Funding Statement:

The funding will be through the Economic Development Administration with a possible 20% match through the LEDC with funds designated for the Business Park (75-1026).

Attachments: Resolution

Summary Statement:

The City of Lampasas is seeking federal assistance through the Economic Development Administration CARES Program to assist in infrastructure improvements for Phase 1 development of the Business Park including water/wastewater, roadways and drainage.

Recommendation:

Consider a motion to approve application for EDA grant by resolution.

RESOLUTION AUTHORIZING APPLICATION

Economic Development Administration Request for Federal Assistance

A RESOLUTION OF THE CITY COUNCIL OF LAMPASAS, TEXAS HEREINAFTER REFERRED TO AS "APPLICANT", DESIGNATING CERTAIN OFFICIALS AS BEING RESPONSIBLE FOR, ACTING FOR, AND ON BEHALF OF THE "APPLICANT" WITH THE ECONOMIC DEVELOPMENT ADMINISTRATION, HEREINAFTER REFERRED TO AS "EDA", FOR THE PURPOSE OF REQUESTING FEDERAL ASSISTANCE FOR AN AREA OF SUBSTANTIAL ECONOMIC DISTRESS THROUGH THE EDA CARES PROGRAM, HEREINAFTER REFERRED TO AS THE "PROGRAM"; CERTIFYING THAT THE "APPLICANT" IS ELIGIBLE TO RECEIVE PROGRAM ASSISTANCE; CERTIFYING THAT THE "APPLICANT" MATCHING SHARE IS READILY AVAILABLE; AND COMMITTING THE CITY TO THE PROPOSED INFRASTRUCTURE IMPROVEMENTS.

WHEREAS, the Economic Development Administration, in response to Federal Emergency Declaration HQ-20-024 has allocated grant funds to assist with economic recovery in the federal disaster declaration area; and

WHEREAS, the Federal Legislature has approved the "Program" for the purposes of allowing the political subdivisions of the States to participate in the "Program"; and

WHEREAS, the City of Lampasas ("Applicant"), an incorporated town within Lampasas County, was included in the Federal Major Disaster Declaration (HQ-20-024) and is eligible to apply for allocated grant funds; and

WHEREAS, the "Applicant" has determined that the installation of the Infrastructure Improvements is in the best interest of the City and will serve the legitimate public purpose of economic development; and

WHEREAS, the "Applicant" has determined that the economic activity generated from this project will positively impact the City economy, overall, which has been adversely affected by the COVID-19 disaster; and

WHEREAS, the "Applicant" is desirous of authorizing an official to represent and act for the "Applicant" in all matters with the "EDA" concerning the "Program";

BE IT RESOLVED BY THE "APPLICANT":

SECTION 1: That the "Applicant" hereby certifies that they are eligible to receive assistance under the "Program".

SECTION 2: That the "Applicant" hereby certifies that the "Applicant's" matching share for this application is readily available at this time.

SECTION 3: That the "Applicant" hereby authorizes and directs its City Manager to act for the "Applicant" in executing all necessary documentation with the "EDA" for the purpose of requesting

and receiving grant funding under the "Program", and Finley DeGraffenried is hereby officially designated as the representative in this regard.

SECTION 4: The "Applicant" hereby specifically authorizes the official to make the application for funding to the "EDA" concerning the site to be known as the "Business Park Improvements Project" in the City of Lampasas for use as commercial and industrial development.

Introduced, read and passed by the affirmation vote of the "Applicant" on this _____ day of _____, 2020

ATTEST:

Misti Talbert, Mayor
City of Lampasas

Christina Marez
City Secretary

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City Manager

ITEM NO. 7.3

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

Subject:

Discuss and consider proposal from Hendrix Consulting Engineers (HCE) for a mechanical, electrical and plumbing limited assessment for the Hostess House in the amount of \$2,500.00.

Requested By: Finley deGraffenried, City Manager

Submitted By: Finley deGraffenried, City Manager

Date Submitted: August 5, 2020

For the Agenda of: August 10, 2020

Procurement and Funding Statement:

Attachments: Proposal

Summary Statement:

The Hostess House rehabilitation has been identified as a priority by the Capital Improvement Program (CIP) and City Council. Over the past year Staff has spent time going through the building and identifying areas of focus. Staff reached out to Hendrix Consulting Engineers who has consulted on City projects previously, to conduct a limited scope review of the mechanical, electrical and plumbing systems. With Councils approval we will engage in their services and create a schedule of work to be completed during FY 20/21 Budget.

Recommendation:

To consider a motion to approve the letter of proposal between the City of Lampasas and Hendrix Consulting Engineers in an amount not to exceed \$2500.00.



115 East Main Street

COMMISSIONING • FIELD INVESTIGATIONS

Round Rock, Texas 78664

PH: (512) 218-0060

FAX: (512) 218-0077

July 28, 2020

City of Lampasas
312 E. Third Street
Lampasas, Texas 76550

ATTN: Finely deGraffenried

RE: Hostess House Investigation

This letter of proposal is for Professional MEP Engineering services for the referenced project. The fee will be based on this budget and scope description. This agreement is between HCE, herein known as the Engineer and City of Lampasas, herein known as the Owner.

SCOPE:

- Investigation of site

We are pleased to submit this letter of agreement for engineering services to include:

- a.. Scope of MEP work: Review existing mechanical (HVAC) systems, electrical (lighting and power) systems and plumbing systems and assess its current condition. Work with the owner to provide a program for renovation to the existing building.

For these services we propose lump sum fee of: \$5,000
 *Goodwill Discount: \$2,500

Total Fee: **\$2,500**

*Goodwill discounted rate is with the understanding that HCE can participate in future design that ultimately may happen at a later date.

Billing will be according to the percentage of completion of the project using the same percentages as the Prime Consultant when Prime Consultant invoices from final payment from owner. Engineer's final payment is due upon receipt from owner.

Payments are due 30 days from invoice date, or payments are due when Architect gets paid from owner per Master Service Agreement. Late payments will bear interest at the rate of 1-1/2% per month, compounded monthly or the highest allowed by law.

Any changes, as approved in writing, after completion of documents or requested additional services will be billed hourly at the following rate schedule:

ENGINEERING SERVICES	RATE
PRINCIPAL	\$220.00
SR. ENGINEER	\$185.00
ENGINEER (P.E.)	\$160.00
ENGINEER (EIT)	\$150.00
PROJECT MANAGER	\$180.00
SR. DESIGNER	\$120.00
COMPUTER AIDED DESIGNER	\$ 90.00
DESIGNER I	\$ 80.00
ADMINISTRATIVE/CLERICAL	\$ 70.00

The terms of this proposal are subject to change if not accepted within 30 days.

If this proposal is acceptable with you, we ask you to help us in complying with our Professional Liability Company's request to have signed contracts on all projects by signing and returning this proposal to us in a prompt manner. We will then execute the agreement and send you a signed copy.

Your business is appreciated.

City of Lampasas

HCE

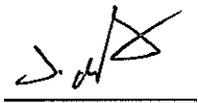
BY: _____

BY: _____

DATE: _____
BJH/km

DATE: _____

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City ManagerITEM NO. 7.4

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

Subject:

Discussion and possible action concerning FY 20/21 Budget as presented during workshop

Requested By: Finley deGraffenried, City Manager

Submitted By: Finley deGraffenried, City Manager

Date Submitted: August 5, 2020

For the Agenda of: August 10, 2020

Procurement and Funding Statement:

Attachments:

Summary Statement:

The FY 20/21 Budget was discussed in detail during the Special Session Budget Workshop held on August 3, 2020. This item allows City Council the opportunity to modify the budget as needed based on discussion during workshop.

Recommendation:

To consider a motion to make specific or formal recommendations, modifications or direction related to the proposed FY 2021 Budget.

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City Manager

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

7.5
Item Number

SUBJECT:

Discussion and Possible action regarding the proposed tax rate for the City of Lampasas upon all property subject to taxation within the City of Lampasas, Texas for the 2020 Tax Year for the use and support of the Municipal Government of the City of Lampasas for the Fiscal Year beginning October 1, 2020 and ending September 30, 2021; Apportioning said levy amount the various funds and items for which revenue must be raised including providing a sinking fund for the retirement of the bonded debt of the City.

REQUESTED BY: Yvonne Moreno, Finance Director
SUBMITTED BY: Yvonne Moreno, Finance Director

DATE SUBMITTED: August 8, 2020 FOR THE AGENDA OF: August 10, 2020

Expenditure Required: N/A
Available Funding: N/A
Attachments:

SUMMARY STATEMENT:

S.B. 2 has changed the format for adopting the tax rate. If the proposed tax rate is above the no-new-tax rate of \$0.303650 and below the voter approval tax rate of \$0.404139 then the governing body must vote on the proposal to consider the tax increase. If the proposed tax rate is above the voter approval tax rate, then the entity is subject to a voter election.

The proposed tax rate of \$0.395218 is higher than the no-new-tax rate and lower than the voter approval rate; therefore, the City must publish *The Notice of Public Hearing on Tax Increase* that list the names of the governing body and how each voted. The notice will specify the date and time of the Public Hearing.

Recommendation:

Council please announce the proposed tax rate of \$0.395218 for the City of Lampasas for Fiscal Year 2020-2021. The motion must be made with a recorded roll call vote.

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City Manager

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

7.6
Item Number

SUBJECT:

Discussion and Possible action concerning the scheduling of one public hearing regarding the proposed tax rate upon all property subject to taxation within the City of Lampasas, Texas for the 2020 Tax Year for the use and support of the Municipal Government of the City of Lampasas for the Fiscal Year beginning October 1, 2020 and ending September 30, 2021; Apportioning said levy among the various funds and items for which revenue must be raised including providing a sinking fund for the retirement of the bonded debt of the City.

REQUESTED BY: Yvonne Moreno, Finance Director

SUBMITTED BY: Yvonne Moreno, Finance Director

DATE SUBMITTED: August 6, 2020 FOR THE AGENDA OF: August 10, 2020

Expenditure Required: N/A

Available Funding: N/A

Attachments:

SUMMARY STATEMENT:

Senate Bill 2 has changed the format for adopting the tax rate. Since the proposed tax rate of \$0.395218 is above the no-new-tax rate of \$0.303650 and below the voter approval tax rate of \$0.404139, the governing body must schedule one (1) Public Hearing on the tax increase. The hearing must take place within the boundaries of the unit, on a weekday that is not a holiday, have a quorum of the governing body, and take place in a public building or, if a public building is not available, in a building normally open to the public. The meeting to adopt the tax rate must not be held later than the seventh (7th) day after the public hearing.

Publication of the *Notice of Public Hearing on Tax Increase* must be done at least seven (7) days before the public hearing. (Any time before September 1st)

The proposed date for the Public Hearing is Tuesday, September 8, 2020 at 5:30 pm., which falls within the 7 days prior to the meeting to adopt the tax rate.

Proposed date to adopt the budget and tax rate is Monday, September 14, 2020.

Recommendation:

Council please move to schedule one Public Hearing on the proposed tax rate using the following verbage, "I move to schedule one public hearing on the proposed tax rate for Tuesday, September 8, 2020 at 5:30 pm and the meeting to vote on the tax rate will be Monday, September 14, 2020 at 6:00 pm."

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City Manager

ITEM NO. 7.7

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

Subject:

Discussion and possible action regarding an Ordinance of the City Council of the City of Lampasas, Texas, updating the Early Voting dates to begin on October 13, 2020 and ending October 30, 2020, Updating Early Voting times and locations, Updating Polling times and locations and Updating Election Voting Clerk information for the Postponed General Election, formerly ordered to be held on the 2nd day of May, 2020, for the purpose of electing the expired terms of the Council Members Places Three, Four and Five of the City Council of the City of Lampasas, Texas, currently to be held on the November 3, 2020 Uniform Election Date; Providing a Repealer Clause; Providing a Severability Clause; and Providing for an Effective Date

REQUESTED BY: Christina Marez, City Secretary

SUBMITTED BY: Christina Marez, City Secretary

DATE SUBMITTED: August 5, 2020 FOR THE AGENDA OF: August 10, 2020

Procurement and Funding Statement:

Not applicable

Attachments: Ordinance

Summary Statement:

On July 27, 2020, the Governor of the State of Texas issued a formal and binding proclamation, in conjunction with his earlier disaster proclamations pertaining to the coronavirus (COVID-19), and in recognition of the challenges posed to individuals by COVID, suspending Section 85.001(a) of the Texas Election Code, to the extent necessary, to allow early voting by personal appearance at polling places to begin on Tuesday October 13, 2020 and to continue through October 30th, 2020 for the election that will take place on November 3, 2020. This Ordinance provides notice of this early voting change, as well as notice of all the polling locations, since this General Election is held on the Uniform Election Date with the County of Lampasas.

Recommendation:

Motion to approve the first and final reading of an Ordinance of the City Council of the City of Lampasas, Texas, updating the Early Voting dates to begin on October 13, 2020 and ending October 30, 2020, Updating Early Voting times and locations, Updating Polling times and locations and Updating Election Voting Clerk information for the Postponed General Election, formerly ordered to be held on the 2nd day of May, 2020, for the purpose of electing the expired terms of the Council Members Places Three, Four and Five of the City Council of the City of Lampasas, Texas, currently to be held on the November 3, 2020 Uniform Election Date; Providing a Repealer Clause; Providing a Severability Clause; and Providing for an Effective Date.

ORDINANCE NO. 1628

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAMPASAS, TEXAS, UPDATING THE EARLY VOTING DATES TO BEGIN ON OCTOBER 13, 2020 AND ENDING OCTOBER 30, 2020, UPDATING EARLY VOTING TIMES AND LOCATIONS, UPDATING POLLING TIMES AND LOCATIONS AND UPDATING ELECTION VOTING CLERK INFORMATION FOR THE POSTPONED GENERAL ELECTION, FORMERLY ORDERED TO BE HELD ON THE 2ND DAY OF MAY, 2020, FOR THE PURPOSE OF ELECTING THE EXPIRED TERMS OF THE COUNCIL MEMBERS PLACES THREE, FOUR, AND FIVE OF THE CITY COUNCIL OF THE CITY OF LAMPASAS, TEXAS CURRENTLY TO BE HELD ON THE NOVEMBER 3, 2020 UNIFORM ELECTION DATE; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, that in accordance with the provisions of the state law and pursuant to Ordinance No. 1610, a General Election for the City of Lampasas was ordered to held on May 2, 2020, for the purpose of electing Councilmembers Places Three (3), Four (4) and Five (5) of the City Council of the City of Lampasas, Texas; and

WHEREAS, pursuant to Section 418.016 of the Texas Government Code, on March 18, 2020, the Governor of the State of Texas signed a proclamation suspending certain provisions of the Texas Election Code and the Texas Water Code to allow all local political subdivisions that were utilizing the May 2, 2020 uniform state election date to postpone their elections to the November 3, 2020, uniform state and national election date; and

WHEREAS, pursuant to the Governor's proclamation authorizing the City of Lampasas to postpone the May 2, 2020 election date, the City Council then passed and approved Ordinance 1621 on April 13, 2020 to exercise its authority to postpone the General Election ordered for May 2, 2020, for the purpose of electing Councilmembers Places Three (3), Four (4) and Five (5) of the City of Lampasas, Texas, until the uniform state and national election date on November 3, 2020; and

WHEREAS, on July 27, 2020, the Governor of the State of Texas issued a formal and binding proclamation, in conjunction with his earlier disaster proclamations pertaining to the coronavirus (COVID-19), and in recognition of the challenges posed to individuals by COVID, suspending Section 85.001(a) of the Texas Election Code, to the extent necessary, to allow early voting by personal appearance at polling places to begin on Tuesday October 13, 2020 and to continue through the fourth day before the election, i.e., October 30th, 2020, for the election that will take place on November 3, 2020.

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

1. That in accordance with the provisions of the state law, the City Council hereby orders an election for Councilmembers Places Three (3), Four (4) and Five (5) of the City Council of the City of Lampasas, Texas, now ordered to be held on Tuesday, November 3, 2020, and the following provisions are made thereof:

A. Said Election shall be held at the following Election Day Polling Locations:

New Covenant Church
1604 Central Texas Expressway
Lampasas, TX 76550

Kempner Fire Dept. Training
315 S Pecan
Kempner, TX 76539

Clear Creek Baptist – Kempner
3350 FM 2657
Kempner, TX 76539

Lometa JP Office
200 North 4th St.
Lometa, TX 76853

Adamsville Community Center
174 CR 3750
Adamsville, TX 76550

- B. The election polling locations shall be open between the hours of 7:00 a.m. and 7:00 p.m.
- C. Mark Bishop, Elections Administrator, shall appoint the necessary Election Judge, Alternate Presiding Judge, and necessary clerks for both early voting and election day.
- D. Early Voting Polling Location:

Lampasas County Annex One
Conference Room
409 S. Pecan Street
Lampasas, TX 76550

- E. Said location of early voting shall remain open for at least eight hours on each day for early voting which is not a Saturday, Sunday or an official State or City holiday, **beginning October 13, 2020 and ending October 30, 2020**. Said place of voting shall remain open between the hours of 8:00 a.m. and 5:00 p.m. on each of such days for early voting except for the following dates: Tuesday, October 20, 2020 and Tuesday, October 27, 2020. On these said dates, the place of voting shall remain open between the hours of 7:00 a.m. and 7:00 p.m.

2. As an updating ordinance that relates to the Election to be held on November 3, 2020, which is required by proclamations and official actions taken by the Governor with regards to a declaration of State disaster, this Ordinance shall be effective immediately after its passage, and the Elections Administrator is hereby directed and authorized to take such steps as are necessary to accomplish said election.

DULY PASSED AND APPROVED THIS FIRST AND FINAL READING BY THE CITY COUNCIL OF THE CITY OF LAMPASAS, TEXAS, ON THIS THE 10th DAY OF August 2020.

APPROVED:

ATTEST:

Misti Talbert, Mayor

Christina Marez, City Secretary

APPROVED AS TO FORM:

Jo Christy Brown, City Attorney

(Signature of Attorney Provided on Separate Page to be attached)

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

SUBJECT:

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

REQUESTED BY: Monica Wright, Director of Information Systems

SUBMITTED BY: Monica Wright, Director of Information Systems

DATE SUBMITTED: August 4, 2020, 2020 FOR THE AGENDA OF: August 10, 2020

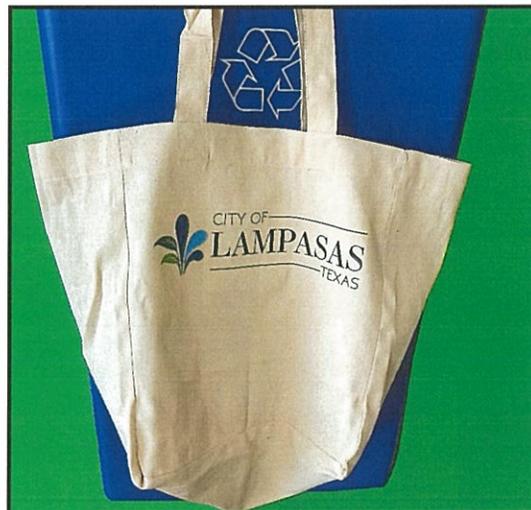
Expenditure Required: \$0.00

Available Funding: \$0.00

Attachments: Memo and July photo contest entries

SUMMARY STATEMENT:

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



RECOMMENDATION:

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

Entry 1

Angela Morgaridge

wildangelbratt@yahoo.com

“Angela Morgaridge” was taken in my front yard on West Avenue C in Lampasas, TX.



Entry 2

Vannetta Chapman

vannettachapman@msn.com

“The Springs at Hannah Springs” was taken at Hannah Springs Park in Lampasas, TX.



Entry 3

Tari Wagner

Tarawagnerrn59@yahoo.com

“Weathered Supports” was taken across from Art in the Park in Lampasas, TX.

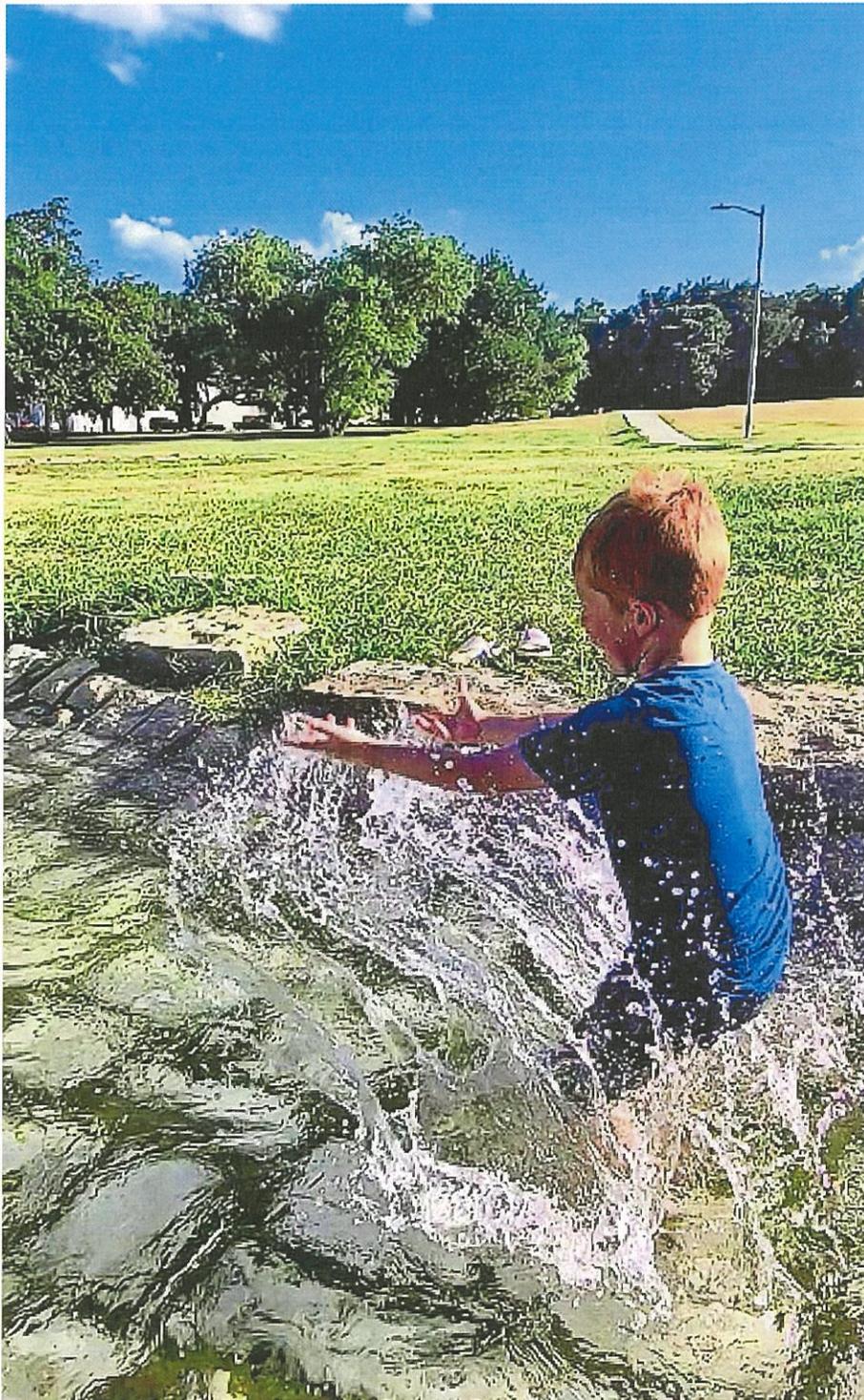


Entry 4

Ashley Mills

Kaleighsmom2010@gmail.com

“Play Days in the Springs” was taken at Hancock Springs in Lampasas, TX.



Entry 5

Toni Strickland

tonistrickland@verizon.net

“We Believe in Lampasas!” was taken at the visitor center and Keystone Hotel in Lampasas, TX.




City Manager

ITEM NO. 7.9

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

Subject:

Discussion and Possible Action regarding approval of the Investment and Strategy Policy Resolution

Requested By: Yvonne Moreno, Finance Director

Submitted By: Yvonne Moreno, Finance Director

Date Submitted: August 5, 2020

For the Agenda of: August 10, 2020

Procurement and Funding Statement:

N/A

Attachments: Investment and Strategy Policy

Summary Statement:

The Investment and Strategy Policy has to be approved by Resolution on an annual basis. No changes have been made since the prior approval on July 22, 2019.

Recommendation:

Motion to approve the City of Lampasas Investment and Strategy Policy.

CITY OF LAMPASAS
INVESTMENT AND STRATEGY POLICY

August 2020

1. POLICY

It is the policy of the City of Lampasas to invest public funds in a manner which will provide a reasonable market investment return with the maximum security while meeting the daily cash flow demands of the City and conforming to all state and local statutes governing the investment of public funds.

11. SCOPE

The investment policy applies to all the investment activities of the City of Lampasas. This policy serves to satisfy the statutory requirements to define and approve a formal investment policy and provide guidelines for all investment transactions. All of the funds listed below may be pooled for investment purposes in order to maximize investment earnings. Investment income will be allocated to the various funds based on their respective participation and in accordance with generally accepted accounting principles. The strategy developed for this comingled portfolio will address the varying needs, goals, and objectives of the individual funds included in the portfolio.

Funds Included.

- A. General Fund
- B. Special Revenue Funds
- C. Capital Projects Funds
- D. Capital Reserve Funds E. Enterprise Funds
- E. Internal Service Funds
- F. Trust and Agency Funds – to the extent not required by law or existing contract to be kept segregated and managed separately.
- G. Debt Service Funds- including reserves and sinking funds, to the extent not required by law or existing contract to be kept segregated and managed separately.
- H. Any new fund created by the City, unless specifically exempted from this Policy by the City Council or by state or federal law.

These funds shall be accounted for in the City's comprehensive annual financial report.

City Funds Excluded: None.

Funds of the Lampasas Economic Development Corporation are invested under the Investment Policy and Strategy of the LEDC.

111. STANDARD OF CARE - PRUDENCE

The standard of prudence to be used by investment officials shall be the "prudent person" standard and shall be applied in the context of managing an overall portfolio.

Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

Investment officers acting in accordance with written procedures and the investment policy and exercising due diligence shall be relieved of personal responsibility and/or liability for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

In determining whether an investment officer has exercised prudence with respect to an investment decision, the determination shall be made taking into consideration:

- A. the investment of all fund, or funds under the City's control, over which the officer had responsibility rather than a consideration as to the prudence of a single investment; and
- B. whether the investment decision was consistent with the written investment policy of the City.

IV. OBJECTIVE AND STRATEGY

The primary strategy of the City's comingled portfolio is to assure cash flows are matched with adequate liquidity. This may be accomplished by purchasing quality, short-term securities in a laddered structure or utilizing an investment pool or bank account. The dollar weighted average maturity of the entire portfolio will be one year or less. The City is primarily a buy-and-hold portfolio in which investments are matched to anticipated cash flow needs.

The primary objectives, in priority order, shall be:

Safety. Safety of principal is the foremost objective of the City of Lampasas. Investments of the City shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio.

Diversification. To obtain the overall objective of safety, diversification is required in order to minimize potential losses on individual securities.

Liquidity. The City's investment portfolio will remain sufficiently liquid to enable the City to meet operating requirements that might reasonably be anticipated. Cash resources required for the immediate needs of the City and not otherwise available for longer term investment will be placed in bank accounts at the City's depository or at an authorized pool.

Yield. Funds held for future capital projects or other reserves shall be invested in securities that match the anticipated cash flow needs of the bond proceeds. All other funds shall be invested at the highest rate available for the desired term in keeping with the safety parameters of the City.

The general investment strategy for the individual funds in the City's portfolio are found in "Appendix A".

V. RESPONSIBILITY AND CONTROL

Delegation. Management responsibilities for the investment program are the responsibility of the Director of Finance who shall be responsible for all transactions and compliance with the internal controls. The Director of Finance shall be designated as the Investment Officer of the City by Council resolution. The City Council may contract with an SEC register investment adviser to manage the portfolio under the direction of the City Manager and the Director of Finance.

The Investment Officer shall attend at least one investment training session within twelve (12) months after taking office or assuming duties and shall attend a training session, with at least 8 hours, at least once each city's fiscal biennium. The training must be provided by an independent source, which provides recognized continuing educational units (CEU/CPE), such as GFOA, TML, TCMA, GTOT, GFOAT, or University of North Texas.

Transaction Authority. The Investment Officer and Investment Adviser are authorized to initiate investment transactions. The Investment Officer is designated to transact wire transfers, buy or sell, and

trade investments in accord with the goals and objectives of the City's investment strategy. The Investment Adviser shall execute investment transactions at the direction of the Investment Officer.

Capability of Investment Management. The investment officer should be an individual, whose education, experience and background enables them to make sound investment decisions. The Investment Adviser shall be registered with the Securities and Exchange Commission under the 1940 Act.

VI. ETHICS

Conflicts of Interest. Officers and employees directly involved in the investment process, and those authorized as depository signatories, shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions.

Disclosure. Such officers or employees shall disclose to the City Secretary and City Council any personal business relationship with a business organization offering to engage in an investment transaction with the City. All such officers or employees shall subordinate their personal investment transactions to those of the City.

An Investment Officer who is related within the second degree by affinity or consanguinity, as determined under the requirements of the Public Funds Investment Act, to an individual seeking to sell an investment to the City shall file a statement disclosing that relationship. This statement must be filed with the City Secretary, City Council and the Texas Ethics Commission. For purposes of this disclosure, an Investment Officer has a personal business relationship with a business organization if:

- A. The investment officer owns ten (10) percent or more of the voting stock or shares of the business organization or owns \$5,000.00 or more of the fair market value of the business organization;
- B. Funds received by the investment officer from the business organization exceed ten (10) percent of the investment officer's gross income for the previous year; or
- C. The investment officer has acquired from the business organization during the previous year investments with a book value of \$2,500.00 or more for the personal account of the investment officer.

VII. AUTHORIZED INVESTMENTS

Pro-active Portfolio Management. The City intends to pursue a pro-active vs. a passive portfolio management philosophy. That is, securities may be sold before they mature if market conditions present an opportunity for the City to benefit from the trade.

With the exception of local government investment pools, bank transactions, and money market mutual fund transactions, investment transactions must be settled on a delivery versus payment basis assuring that the City has control of its assets and its funds at all times.

Authorized Investments. Financial assets of the City of Lampasas may be invested only in the following investments:

- A. Obligations of the U. S. Government, its agencies and instrumentalities, excluding mortgage-backed securities, and not to exceed two years to stated maturity, .
- B. FDIC insured or collateralized depository certificates of deposit issued by a bank doing business in Texas and collateralized in accordance with this Policy.
- C. Share Certificates from credit unions doing business in Texas and that is insured by the National Credit Union Insurance Fund or its successor.
- D. General debt obligations of any state or political subdivision in any US state rated AA or better with a stated maturity not to exceed two years.

- E. AAA-rated, SEC registered money market mutual which strives to maintain a \$1 net asset value and comply with SEC Rule 2a-7.
- F. Texas public funds investment pools organized under the Interlocal Cooperation Act which strive to maintain a \$1 net asset value and meet the requirements of Chapter 2256 Texas Government Code and comply with SEC Rule 2a-7. Participation shall be specifically approved by resolution of the City Council.
- G. FDIC insured or collateralized interest bearing accounts in banks doing business in Texas.
- H. FDIC insured brokered certificate of deposit securities from any bank in any US, delivered versus payment and not to exceed one year to stated maturity. Before purchase the Investment Officer or Investment Adviser must verify the FDIC status.

Changes in the Public Funds Investment Act will not impact or change this Investment Policy until the City Council has reviewed and adopted changes to the Policy.

Existing Investments. The City is not required to liquidate investments that were authorized investments at the time of purchase but are no longer authorized investments.

Effect of Loss of Required Rating. All prudent measures will be taken to liquidate an investment that is downgraded to less than the required minimum rating. The Investment Adviser or Investment Officer shall monitor, on no less than a monthly basis, the credit rating on all authorized investments in the portfolio based upon independent information from a nationally recognized rating agency. If any security falls below the minimum rating required by Policy, the Investment Adviser shall notify the Investment Officer of the loss of rating, and liquidate the investment and discuss liquidation conditions including potential loss of principal. Final disposition will be approved by the Investment Officer.

Length of Investments. The City shall invest in securities with a maximum stated maturity not to exceed two (2) years at the time of purchase. The maximum weighted average maturity (WAM) for the total portfolio shall not exceed one year.

FDIC Status. The Investment Officer or Investment Adviser shall monitor, on no less than a weekly basis, the status and ownership of all banks issuing brokered CDs owned by the City based upon information from the FDIC. If any bank has been acquired or merged with another bank in which brokered CDs are owned, the Investment Officer or Adviser shall immediately liquidate any brokered CD which places the City above the FDIC insurance.

Monitoring of Investments. It shall be the policy of the City to monitor investments monthly through reports from the Investment Adviser or a published record (such as the Wall Street Journal) and monthly statements of accounts.

Diversification. It shall be the policy of the City to diversify the investment portfolio. Diversification strategies shall be determined and revised periodically by the Investment Officer. In establishing specific diversification strategies, the following general constraints shall apply:

- A. Portfolio maturity dates shall be staggered to avoid concentration of assets in a specific maturity sector,
- B. Portfolio investment instruments shall be diversified by type,
- C. With the exception of U. S. Treasury securities and authorized investment pools, no more than 50% of the total investment portfolio will be invested in a single security type or with a single financial institution.

VIII. BROKER/DEALERS

Depository

At least every five years a banking services depository shall be selected through a competitive request for proposal process. In selecting a depository, the services, cost of services, credit worthiness, earnings potential, and collateralization by the institutions shall be considered. All time and demand deposits in any depository shall be insured or collateralized at all times in accordance with this Policy.

Other banking institutions from which the City may purchase depository certificates of deposit will also be designated as a depository for collateral purposes and shall submit annual financial reports to the City. All depositories will execute a depository agreement and have the Bank's Board or Bank Loan Committee pass a resolution approving the agreement.

Security Broker/Dealers

All financial institutions and broker/dealers who desire to transact business with the City must supply the following documents will be maintained by Finance or the Adviser.

- Financial Industry Regulatory Agency (FINRA) registration and CRD #
- Proof of Texas State Securities registration

A list of qualified broker/dealers will be reviewed and adopted at least annually by the Council. In order to perfect the DVP process the banking services depository, or its brokerage subsidiary, will not be used as a broker.

Signed Investment Policy Certification Form

A written copy of the Investment Policy shall be presented to any pool in which the City participates. An investment management firm under contract with the City to invest or manage the City's investment portfolio shall also provide the policy certification.

The qualified representative of the Pool shall execute a written instrument in a form acceptable to the City and the Pool substantially to the effect that the Pool has:

- A. received and acknowledged the Investment Policy of the City; and
- B. acknowledged that the Pool has implemented reasonable procedures and controls in an effort to preclude investment transactions conducted between the City and the Pool that are not authorized by the City's Investment Policy, except to the extent that this authorization is dependent on an analysis of the makeup of the City's entire portfolio or requires an interpretation of subjective investment standards.

The Investment Officer and Investment Adviser may not transact any business from a person or business organization who has not delivered to the City the instrument required above.

Nothing in this subsection relieves the City of the responsibility for monitoring its investments to determine that they are in compliance with the Investment Policy. The City Council retains the ultimate fiduciary responsibility for all City funds.

IX. INTERNAL CONTROLS

The Investment Officer shall establish an annual process of independent review by an external auditor. This review will provide internal control by assuring compliance with policies and procedures.

The Investment Officer(s) is responsible for establishing and maintaining an internal control structure designed to reasonably assure that assets are protected from loss, theft, or misuse. The concept of reasonable assurance recognizes that the cost of a control should not exceed the benefits likely to be derived, and, the valuation of costs and benefits requires ongoing estimates and judgments by management.

Cash Flow Forecasting

Cash flow forecasting is designed to protect and sustain cash flow requirements of the City. The Investment Officer will maintain a cash flow forecasting process designed to monitor and forecast cash positions for investment purposes.

The external auditor shall provide an annual independent review to assure compliance with state law, policies and procedures.

Monitoring Credit Ratings

The Investment Officer or Investment Adviser shall monitor, on no less than a monthly basis, the credit rating on all authorized investments in the portfolio based upon independent information from a nationally recognized rating agency. If any security falls below the minimum rating required by Policy, the Investment Officer shall notify the City Manager of the loss of rating, and liquidate the investment within one week.

Monitoring FDIC Status for Mergers and Acquisitions

The Investment Officer or Investment Adviser shall monitor, on no less than a weekly basis, the status and ownership of all banks issuing brokered CDs owned by the City based upon information from the FDIC. If any bank has been acquired or merged with another bank in which brokered CDs are owned, the Investment Officer or Adviser shall immediately liquidate any brokered CD which places the City above the FDIC insurance level.

X. SAFEKEEPING AND CUSTODY

Collateral Pledged to the City

All time and demand bank deposits shall be secured by pledged collateral. In order to anticipate market changes and provide a level of security for all funds, the collateralization level will be 102% of total value of principal and accrued interest in the deposits adjusted for the amount insured by the FDIC. The Director of Finance shall maintain evidence of the pledged collateral. The custodian shall send a monthly report of pledged collateral. The collateral report shall be reviewed monthly to assure that the market value of the pledged securities is adequate.

Collateral Agreement

Collateral pledged to secure time and demand deposits of the City shall be held in accordance with a Collateral Agreement between the pledging bank and the City. The Agreement shall clearly define the procedural steps for gaining access to the collateral, substitution procedures, and events of default. The custodian shall be approved by the City but shall be an institution outside the holding company of the pledging bank. The collateral agreement shall include the signatures of authorized representatives of the City of Lampasas, the bank pledging the collateral, and preferably the custodian.

Collateral Defined

The City of Lampasas shall accept only the following securities as collateral:

- A. FDIC insurance coverage.
- B. Obligations of the U. S. Government, its agencies and instrumentalities including mortgage-backed securities and CMO which pass the bank test of the Federal Reserve.
- C. Obligations, the principal and interest on which, are unconditionally guaranteed or insured by the State of Texas or other US state rated A or better by at least one nationally recognized rating agency, or
- D. A letter of credit from the Federal Home Loan bank.

Subject to Audit

All collateral shall be subject to inspection and audit by the Director of Finance or the City's independent auditors.

Safekeeping of City Owned Securities

All securities owned by the City shall be safe kept by a Texas financial institution contracted by the City for safekeeping of its securities.

Delivery vs. Payment

All securities shall be settled into safekeeping using the delivery vs. payment method. That is, funds shall not be wired or paid until verification has been made that the safekeeping depository has received the correct security. The security shall be held on behalf of the City. The safekeeping depository records shall assure the City's ownership of the securities. The original copy of all safekeeping receipts shall be delivered to the City and maintained by the Investment Officer.

XI. REPORTING

Detail and summary quarterly reports will be prepared jointly and be individually signed by the Investment Officer and Investment Adviser and presented to the City Council and the City Manager on a timely basis. Monthly portfolio reports shall be presented monthly to the Council. The quarterly report must describe in detail the investment position of the City on the date of the report and must include:

A summary statement of the portfolio with beginning and ending book and market value,

Changes to the market value for the period,

The ending market value for the period,

The maturity date of each asset, and

A statement of compliance of the investment portfolio as it relates to the investment policy and strategy and to the provisions of the Public Funds Investment Act, as amended.

All market prices will be obtained from an independent source.

XII. REVIEW AND REVISION

The City Officer will review the Investment Policy and Strategy at least annually and make recommendations to the City Council for any changes. The City Council will consider the changes recommended no later than November 1st of each year.

XIII. ADOPTION

This Policy and Strategy shall be adopted by resolution by the City Council at least annually. Any modifications made thereto must be approved by the City Council and shall appear in the adopting resolution.

Yvonne Moreno, Finance Director

Approved by the City Council:

Date: _____

Misti Talbert, Mayor

Christina Marez, City Secretary

APPENDIX A INVESTMENT STRATEGY FOR CURRENT ANNUAL REVIEW

July 2019

Recognizing that assets from the various funds shall be pooled for investment purposes, it is important that priorities for the various assets be recognized and planned for in the investment strategy. The investment priorities for assets from the various funds shall be as follows:

General Fund Savings (Primary purpose - payment of short term liabilities) Safety and Liquidity

General Fund Maintenance and Operations (Primary purpose - Long term anticipated maintenance needs) Safety, diversification, and yield

General Fund Equipment Reserves (Primary purpose - Long term savings) Safety, diversification, and yield

Hotel/Motel Community Center Reserves (Primary purpose - Long term savings) Safety, diversification, and yield

Electric Fund (Primary purpose - payment of short term liabilities) Safety and Liquidity

Electric Fund Deposits (Primary purpose - Long term savings) Safety, diversification, and yield

Electric Fund Designated Maintenance & Operations (Primary purpose - Long term anticipated maintenance needs) Safety, diversification, and yield

Electric Fund Designated System Improvements (Primary purpose — Long term earnings for Capital Projects) Safety Diversification, and yield

Water/Wastewater Fund (Primary purpose - payment of short term operating liabilities) Safety and Liquidity

Water/Wastewater Fund Deposits (Primary purpose - Long term savings) Safety, diversification, and yield

Water/Wastewater Fund Designated for Capital Projects and Equipment (Primary purpose — Long term earnings for projects and equipment needs) Safety, diversification, and yield.

Water/Wastewater Fund Maintenance & Operations (Primary purpose - Long term anticipated maintenance needs) Safety, diversification, and yield

Debt Service (Primary purpose — timely payment of debt service payments) Safety and Liquidity

Debt Service Reserves (Primary purpose - Long term savings) Safety, diversification, and yield

Aviation Fund (Primary purpose - payment of short term operating liabilities) Safety and Liquidity

Trust and Agency Savings (Primary purpose - Long term earnings for interest paid toward short term liabilities) Safety, diversification, and yield

While normal cash flow normally meets the payment of short-term liabilities, approximately 10% to 15% of the portfolio should be maintained in interest bearing accounts or the pool for liquidity access.

Approximately 60% to 70% of the total investments should be matched to known liabilities. Approximately, of the portfolio is reserve funds and is normally available for longer-term investments. All investments are to be based on on-going cash flow needs as determined by the Investment Officer.

With the exception of T-Bills or investment in TexPool and TexStar no more than \$5,000,000.00 (at face value) shall be invested in any one account.

Yvonne Moreno, Finance Director

Approved by the City Council:

Date: _____

Misti Talbert, Mayor

Christina Marez, City Secretary



City Manager

ITEM NO. 7.10

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

Subject:

Discussion and possible action for an accelerated purchase of 18, V300 body cameras from WatchGuard on a purchase plan with no interest.

Requested By: Sammy Bailey, Police Chief

Submitted by: Sammy Bailey, Police Chief

Date Submitted: August 4, 2020

For the agenda of: August 10, 2020

Procurement and Funding Statement:

N/A

Attachments: WatchGuard price quote attached

Summary Statement:

18 of our body cameras have reached their life expectancy and warranty for most of the cameras is no longer offered. These 18 cameras are for Patrol, School Officers, and the Animal Control Officer. The CID section has 3 body cameras that will not be replaced at this time and will need warranty. Warranty affords us the opportunity to keep our equipment up-to-date and gives us a 24 hour turn around on replacement. WatchGuard offers a three year plan with no interest and a three year warranty. Installation from a different vendor is 100.00 per unit (\$1,600.00).

Recommendation:

Chief of Police Sammy Bailey recommends the accelerated purchase of the body cameras, along with warranty and installation. The cost of the quote has changed slightly, three years of warranty is included, and the yearly payment has been reduced. The accelerated purchase amount will not exceed \$14,000.00. The first-year payment plus installation is estimated to be \$13,771.67.



4RE/VISTA Price Quote

CUSTOMER: Lampasas Police Department

ISSUED: 8/6/2020 6:54 AM

EXPIRATION: 9/30/2020 10:00 AM

**TOTAL PROJECT ESTIMATED AT:
\$36,515.00**

ATTENTION: Charles Montgomery

SALES CONTACT: Izzy Valdovino

PHONE: 512-556-3644

DIRECT:

E-MAIL:

E-MAIL: izzy.v@motorolasolutions.com

V300 Proposal

VISTA HD Cameras and Options

Part Number	Detail	Qty	Direct	Discount	Total Price
VIS-300-BWC-001	V300, Body Worn Camera, 1080P, WiFi/Bluetooth with Removable Battery	18.00	\$995.00	\$0.00	\$17,910.00
VIS-300-VTS-KIT	Transfer Station II Kit, Incl. Power & AC Cables, Label and Docs	1.00	\$1,495.00	\$0.00	\$1,495.00
VIS-300-VEH-002	V300, WiFi Dock, D330, In-Vehicle Charge/Upload Kit, Incl. Cables and Brackets	16.00	\$295.00	\$0.00	\$4,720.00
WAR-300-CAM-NOF	Warranty, V300 3 Year, No-Fault	18.00	\$450.00	\$0.00	\$8,100.00

Shipping and Handling

Part Number	Detail	Qty	Direct	Discount	Total Price
Freight	Shipping/Handling and Processing Charges	1.00	\$290.00	\$0.00	\$290.00
					\$32,515.00

4RE and VISTA Proposal

VISTA HD Cameras and Options

Part Number	Detail	Qty	Direct	Discount	Total Price
HDW-ETH-SWT-005	VISTA HD, 4RE, Smart PoE Switch	16.00	\$250.00	\$0.00	\$4,000.00

Shipping and Handling

Part Number	Detail	Qty	Direct	Discount	Total Price
Freight	Shipping/Handling and Processing Charges	1.00	\$0.00	\$0.00	\$0.00
					\$4,000.00

Total Estimated Tax, may vary from State to State \$0.00

415 E. Exchange Parkway • Allen, TX • 75002
 Toll Free (800) 605-6734 • Main (972) 423-9777 • Fax (972) 423-9778
www.WatchGuardVideo.com



4RE/VISTA Price Quote

Configuration Discounts	\$0.00
Additional Quote Discount	\$0.00
Total Amount	\$36,515.00

NOTE: This is only an estimate for 4RE & VISTA related hardware, software and WG Technical Services. Actual costs related to a turn-key operation requires more detailed discussion and analysis, which will define actual back-office costs and any costs associated with configuration, support and installation. Please contact your sales representative for more details.

To accept this quotation, sign, date and return with Purchase Order: _____ DATE: _____



Exhibit B

APPLICATION NO.
2685918

EQUIPMENT FINANCE

Amortization and Lease Payment Schedule

Term: 3 ANNUAL

Payment Structure: ANNUAL

Net Interest Rate After Financing Promotion: (*) 5.4%

Amortization Interest Rate Used: 0%

If the Lease Payment Dates are not defined in this Amortization and Lease Payment Schedule, the first Lease Payment shall be due on the Commencement Date and each subsequent Lease Payment shall be due annually thereafter.

Payment No.	*Motorola Solutions Inc Original Issue Discount	Lease Payment	Interest Portion	Principal Portion	Outstanding Balance	Termination Amount (After Making Said Payment)
Beginning Balance					36,515.00	
1	1,880.72		0.00	1,880.72	34,634.28	34,634.28
2		12,171.67	0.00	12,171.67	22,462.61	22,462.61
3		12,171.67	1,242.67	10,929.00	11,533.61	11,533.61
4		12,171.67	638.06	11,533.61	0.00	0.00
	1,880.72	36,515.01	1,880.73	36,515.00		

(*) This financing proposal includes a special financing promotional offer provided through a partnership between Motorola Solutions Inc and Lender. Under the financing promotion Motorola Solutions Inc will make available a one time original issue discount of \$1880.72 to be applied as an advance payment under the amortization schedule."

This Amortization and Lease Payment Schedule is hereby verified as correct by the undersigned, who acknowledges receipt of a copy.

LESSEE ACCEPTANCE

CITY OF LAMPASAS
NAME OF LESSEE


SIGNATURE


TITLE


DATED



City Manager

ITEM NO. 7.11

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

Subject:

Discussion and possible action for an accelerated purchase of a new telephone system for the police department.

Requested By: Sammy Bailey, Police Chief

Submitted by: Sammy Bailey, Police Chief

Date Submitted: August 4, 2020

For the agenda of: August 10, 2020

Procurement and Funding Statement:

Accelerated Purchase not to exceed \$21,000.00.

Attachments:

Summary Statement:

Our current Southwestern Bell Lucent telephone system at the Police Department is over 20 years old. In Dispatch, the volume is described as scratchy, voicemail does not always collect all the message, and we have no other phones to replace a phone that is not operational. Don Lincke, Southern Star Communications, LLC is our phone system provider for the City of Lampasas. Mr. Lincke advised the laws governing phone systems have changed since he provided the quotes 07/23/2019, and he will need to re-submit his quotes. The quotes provided in 2019 are \$16,630.19 for police department only upgrade and \$19,535.18 to allow us to tie into City Hall and upgrade to tie into the Fire Department and Municipal Court at a later time when future upgrades can be made.

Recommendation:

Chief of Police Sammy Bailey recommends the accelerated purchase of a new phone system for the Police Department not to exceed \$21,000.00 for the upgrade, installation, and additional equipment/items that may be needed for the upgrade.



To: Lampasas Police Department
Phone: 512-556-3644
Email: sbailey@cityoflampasas.com
Site: 301 Fourth St.
Lampasas, TX 76550

Quote by: Don Lincke (512) 556-5504
Ext. 1100

Date: 7/23/19

Quote: # AAAQ1532

Qty	Description	Unit Price	Ext. Price
1	Upgrade to Panasonic TDE200 Cabinet Configured 16 CO Lines, 40 Digital Extensions	\$5,649.13	\$5,649.13
35	24 Button 3 Line Display Telephones	\$184.60	\$6,461.00
2	24 Button 6 Line Display Telephones	\$256.10	\$512.20
2	48 Button DSS Console	\$184.60	\$369.20
1	Upgrade Voicemail System to 4 Ports and 4 Hours Storage	\$1,832.89	\$1,832.89
1	19" bracket For KX-TVA200	\$60.76	\$60.76
1	Installation	\$4,650.00	\$4,650.00
			Subtotal \$ 19,535.18
			Sales Tax \$ -
			Total \$19,535.18

SYSTEM PACKAGE

THIS BID INCLUDES TRAINING, LABOR, PROGRAMMING AND REQUIRED HARDWARE, INSTALLED AND OPERATIONAL. ALL PRICES ARE SUBJECT TO CHANGE WITHOUT NOTICE AFTER THIRTY DAYS FROM THE DATE OF THIS BID.

TERMS

ONE-HALF DUE UPON ACCEPTANCE OF THIS PROPOSAL WITH THE REMAINDER DUE UPON CUSTOMER ACCEPTANCE OF THE WORK PERFORMED.

WARRANTY

ALL NEW EQUIPMENT AND LABOR ARE WARRANTED FOR ONE (1) YEAR. EQUIPMENT WARRANTY COVERS DEFECTIVE PARTS, EQUIPMENT, AND MATERIALS. LABOR WARRANTY COVERS ANY LABOR REQUIRED TO REPLACE OR CORRECT WARRANTED EQUIPMENT. ANY EXISTING CABLING, EXISTING JACKS, USER ERROR, ADDS, MOVES, CHANGES, MISUSE, ABUSE, FIRE, THEFT, FLOOD, OR ACTS OF GOD ARE NOT COVERED UNDER WARRANTY. WE SHALL NOT BE LIABLE FOR ANY LOSS OF PROFITS, BUSINESS, GOODWILL, DATA, INTERRUPTION OF BUSINESS, NOR FOR ANY INCIDENTAL OR CONSEQUENTIAL DAMAGES, MERCHANTABILITY OR FITNESS OF PURPOSE.

Signature & Title of Authorized Agent
Quote # AAAQ1532

Date
Page 1 of 1



To: Lampasas Police Department
Phone: 512-556-3644
Email: sbailey@cityoflampasas.com
Site: 301 Fourth St.
Lampasas, TX 76550

Quote by: Don Lincke
(512) 556-5504 Ext.1100

Date: 7/23/2019

Quote: # AAAQ1531

Qty	Description	Unit Price	Ext. Price
1	Panasonic NS700 Configured for 12 CO Lines, 40 Digital Extensions & 4 Analog Exts. With 4 Port Voicemail Channels	\$5,036.29	\$5,036.29
35	24 Button 3 Line Display Telephones	\$184.60	\$6,461.00
2	24 Button 6 Line Display Telephones	\$256.10	\$512.20
2	48 Button DSS Console	\$184.60	\$369.20
1	Installation	\$3,926.00	\$3,926.00
1	Battery Backup Unit	\$215.00	\$215.00
1	Surge Protection Unit	\$110.50	\$110.50
			Subtotal \$16,630.19
			Sales Tax \$0.00
			Total \$16,630.19

SYSTEM PACKAGE

THIS BID INCLUDES TRAINING, LABOR, PROGRAMMING AND REQUIRED HARDWARE, INSTALLED AND OPERATIONAL. ALL PRICES ARE SUBJECT TO CHANGE WITHOUT NOTICE AFTER THIRTY DAYS FROM THE DATE OF THIS BID.

TERMS

ONE-HALF DUE UPON ACCEPTANCE OF THIS PROPOSAL WITH THE REMAINDER DUE UPON COMPLETION OF THE EQUIPMENT INSTALLATION AND SYSTEM IS PUT INTO OPERATION.

WARRANTY

ALL NEW EQUIPMENT AND LABOR ARE WARRANTED FOR ONE (1) YEAR. EQUIPMENT WARRANTY COVERS DEFECTIVE PARTS, EQUIPMENT, AND MATERIALS. LABOR WARRANTY COVERS ANY LABOR REQUIRED TO REPLACE OR CORRECT WARRANTED EQUIPMENT. ANY EXISTING CABLING, EXISTING JACKS, USER ERROR, ADDS, MOVES, CHANGES, MISUSE, ABUSE, FIRE, THEFT, FLOOD, OR ACTS OF GOD ARE NOT COVERED UNDER WARRANTY. WE SHALL NOT BE LIABLE FOR ANY LOSS OF PROFITS, BUSINESS, GOODWILL, DATA, INTERRUPTION OF BUSINESS, NOR FOR ANY INCIDENTAL OR CONSEQUENTIAL DAMAGES, MERCHANTABILITY OR FITNESS OF PURPOSE.

Signature & Title of Authorized Agent-I have read and agree to the information contained in this document.
Quote # AAAQ1531

Date
Page 1 of 1

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July 28, 2020

City Of Lampasas, TX
312 E 3rd St
Lampasas, TX 76550

To the Honorable Mayor and
Members of the City Council

Re: Atmos Energy Franchise Payment

In accordance with the provisions of the franchise agreement between Atmos Energy and the City Of Lampasas, TX, enclosed is a franchise payment for the rights and privileges from July 01, 2020 through September 30, 2020 in the amount of \$7,156.31.

This payment is based on the period April 01, 2020 through June 30, 2020 and is due on or before August 15, 2020. The attached report contains supporting information for this payment.

Should you have any questions, please feel free to contact me.

Enclosure

Randy Hartford
Atmos Energy

Atmos Energy
Franchise Payment Report

City Of Lampasas, TX

Revenue Period: April 01, 2020 through June 30, 2020

Date Due: 8/15/2020

Date Paid: 7/28/2020 3:25:12 PM

Category	Gross Revenue	Rate	Payment
Residential Sales	135,468.03	3.0000	4,064.03
Misc. Service Charges - Residential	745.70	3.0000	22.37
Commercial Sales	52,914.97	3.0000	1,587.45
Misc. Service Charges - Commercial	59.00	3.0000	1.77
Commercial Governmental Sales	5,055.34	3.0000	151.67
Transportation Sales	20,304.41	3.0000	609.14
3rd Party Value of Gas			719.88
	\$ 214,547.45		\$ 7,156.31

The undersigned, acting on behalf of Atmos Energy, does certify and state that this statement of the receipts of the Company is true and correct to the best of his knowledge and belief.

July 28, 2020



Brian Conner

Dir State & Local Tax



Chris Felan
Vice President
Rates & Regulatory Affairs

July 28, 2020

City Official



Re: Rider GCR - Rate Filing under Docket No. 10170

Enclosed is Atmos Energy Corp., Mid-Tex Division's Statement of Rider GCR applicable for the August 2020 billing periods. This Statement details the gas cost component of the residential, commercial, and industrial sales rates for customers within your city. This filing is for informative purposes only and no action is required on your city's part.

Should you have any questions, please let me know.

Sincerely,

Chris Felan
Vice President, Rates and Regulatory Affairs
Atmos Energy, Mid-Tex Division

Attachment

ATMOS ENERGY CORPORATION
MID-TEX DIVISION
STATEMENT OF RIDER GCR
August, 2020
PREPARED IN ACCORDANCE WITH
GAS UTILITIES DOCKET NO. 10170

Part (a) - Mid-Tex Commodity Costs

Line	(a)	(b)
1	Estimated Gas Cost per Unit:	\$0.16567
2	Estimated City Gate Deliveries:	46,679,680
3	Estimated Gas Cost:	\$7,733,423
4	Lost and Unaccounted For Gas %	2.5932%
5	Estimated Lost and Unaccounted for Gas	\$200,543
6	Total Estimated City Gate Gas Cost:	\$7,933,966
7	Estimated Sales Volume:	46,671,180
8	Estimated Gas Cost Factor - (EGCF)	0.17000
9	Reconciliation Factor - (RF):	0.00000
10	Taxes (TXS):	0.00000
11	Adjustment - (ADJ):	0.00000
12	Gas Cost Recovery Factor - (GCRF)	0.17000 per Ccf

Part (b) - Pipeline Services Costs

Line	(a)	(b)	(c)	(d)	(e)
Fixed Costs					
13	Fixed Costs Allocation Factors [Set by GUD 10170]	100.0000%	64.3027%	30.5476%	5.1497%
14	a. Current Month Fixed Costs of Pipeline Services	\$32,258,982	20,743,396	9,854,345	1,661,241
15	b. Plus: Second Prior Month Recovery Adjustment	\$0	\$0	\$0	\$0
16	Net Fixed Costs	\$32,258,982	\$20,743,396	\$9,854,345	\$1,661,241
Commodity Costs					
17	a. Estimated Commodity Cost of Pipeline Services	\$565,912	265,877	164,715	135,320
18	b. Plus: Second Prior Month Recovery Adjustment	\$0	\$0	\$0	\$0
19	Net Commodity Cost of Pipeline Services	\$565,912	\$265,877	\$164,715	\$135,320
20	Total Estimated Pipeline Costs (Line 16 + Line 19)	\$32,824,894	\$21,009,273	\$10,019,060	\$1,796,561
21	Estimated Billed Volumes		64,808,152 Ccf	44,234,064 Ccf	4,625,762 MMBtu
22	Pipeline Cost Factor (PCF) [Line 20 / Line 21]		0.32420 Ccf	0.22650 Ccf	\$0.3884 MMBtu
23	Gas Cost Recovery Factor - (GCRF) [Line 12]		0.17000 Ccf	0.17000 Ccf	\$1.6602 MMBtu
24	Rider GCR		0.49420 Ccf	0.39650 Ccf	\$2.0486 MMBtu
25					\$0.3884 MMBtu

¹ Industrial Service and Transportation are reported in MMBtu. An MMBtu conversion factor of .1024 is used to convert from Ccf.