

**NOTICE OF REGULAR MEETING OF THE GOVERNING BODY
OF THE CITY OF LAMPASAS, TEXAS
CITY COUNCIL CHAMBERS
302 E THIRD STREET
Monday, August 24, 2020
5:30 p.m. Workshop Session
6:00 p.m. Regular Session**

Notice is hereby given that a regular meeting of the City Council of the City of Lampasas, Texas will be held on Monday, August 24, 2020 in the City Council Chambers located at 302 E Third Street, Lampasas, Texas. The City Council of Lampasas, Texas reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed, as authorized by the Texas Government Code sections 551.071 (consultation with attorney), 551.072 (deliberations about real property), 551.073 (deliberations about gifts and donations), 551.074 (personnel matters), 551.076 (deliberations about security devices), 551.087 (economic development), and Section 551.086 (Relating to the authority of public power utility governing bodies to deliberate regarding competitive matters).

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

1. Call to order Workshop Session
2. Discussion and presentation from Heart of Texas Defense Alliance. *(pgs. 5-10)*
3. Discussion and presentation from WCID. *(pgs. 11-12)*
4. Discussion and updates regarding FY 20/21 Budget *(pgs. 13-14)*
5. Discussion and updates related to COVID-19 Pandemic *(pgs. 15-16)*
6. Discussion regarding City of Lampasas Skatepark. *(pgs. 17-20)*
7. Discussion regarding Community Garden. *(pgs. 21-24)*
8. Discussion regarding any item on the regular agenda
9. Adjourn Workshop Session

SPECIAL SESSION

- 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:

Section 551.074 (personnel matters), to deliberate the appointment, employment, evaluation, reassignment, duties of; and other personnel matters as allowed by Texas Government Code, Chapter 551.

SPECIAL SESSION

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

IV. Adjourn Special 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

2.0	MINUTES	PAGES
2.1	Discussion and possible action concerning approval of minutes of the Regular Meeting on August 10, 2020	25-36

3.0	CONSENT AGENDA	PAGES
3.1	Discussion and possible action regarding the Monthly Investment Report for July 2020.	37-56

4.0	BOARDS/DEPARTMENT REPORTS	PAGES
4.1	<ul style="list-style-type: none"> 1. Fire Department Monthly Report 2. Parks and Recreation Monthly Report 3. Information Systems Monthly Report 4. Library Monthly Report 5. Golf Course Monthly Report 6. Municipal Court Monthly Report 7. City Secretary Monthly Report 8. Police Department Monthly Report 9. Utility Billing and Collections Monthly Report 10. Public Works Monthly Report for Electric, Streets, Water/Wastewater 11. Building Official Monthly Report 12. Economic Development Monthly Report 	57-82

5.0	ROUTINE MATTERS	PAGES
5.1	City Manager's Operational Report <ul style="list-style-type: none"> • Heritage Foundation • Recognition • Comp Plan • Hillside Acres • KWSC 	83-88
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 Pole Attachment Agreements with Nextlink	89-90
7.2	Discussion and possible action regarding Pole Attachment Agreement with Roll Call	91-92
7.3	Discussion and possible action regarding the lease of 40 electric Yamaha rental carts and 2 gasoline Yamaha utility carts at Hancock Park Golf Course.	93-100
7.4	Discussion and possible action concerning the Audit Engagement Letter for the City of Lampasas current fiscal year which began October 1, 2019 and will end September 30, 2020.	101-108
7.5	Discussion and possible action regarding Economic Development Corporation Budget for Fiscal Year 2020-2021	109-110
7.6	Discussion and possible action regarding City of Lampasas Skatepark	111-112
7.7	Discussion and possible action regarding Community Garden	113-114
7.8	Discussion to seek permission to move forward with Cardinal Tracking Systems to start implementation of the Cardinal Software project for CAD Mobile to be installed.	115-124

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 21 day of August 2020 at 1:15pm



 Becky Sims, Assistant City Secretary

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City ManagerITEM NO. WORKSHOP-2

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

Subject:

Discussion and presentation from Heart of Texas Defense Alliance.

Requested By: Finley deGraffenried, City Manager

Submitted By: Finley deGraffenried, City Manager

Date Submitted: August 20, 2020

For the Agenda of: August 24, 2020

Procurement and Funding Statement:

HOTDA Funding in the amount of \$5,630.00 is included in the FY 2021 budget.

Attachments:

Summary Statement:

Mr. Keith Sledd, Executive Director, Heart of Texas Defense Alliance will provide City Council an update on the organization's activities, and status of Fort Hood Active and Veteran census. The City has been a member of HOTDA since 2004.

Recommendation:

Discussion Only

HEART OF TEXAS



DEFENSE ALLIANCE

Lamparas City Council

24 August 2020

Keith.sledd@hotmail.org 254-690-4045

HEART OF TEXAS
DEFENSE ALLIANCE

Updates

Secretary of The Army Visit

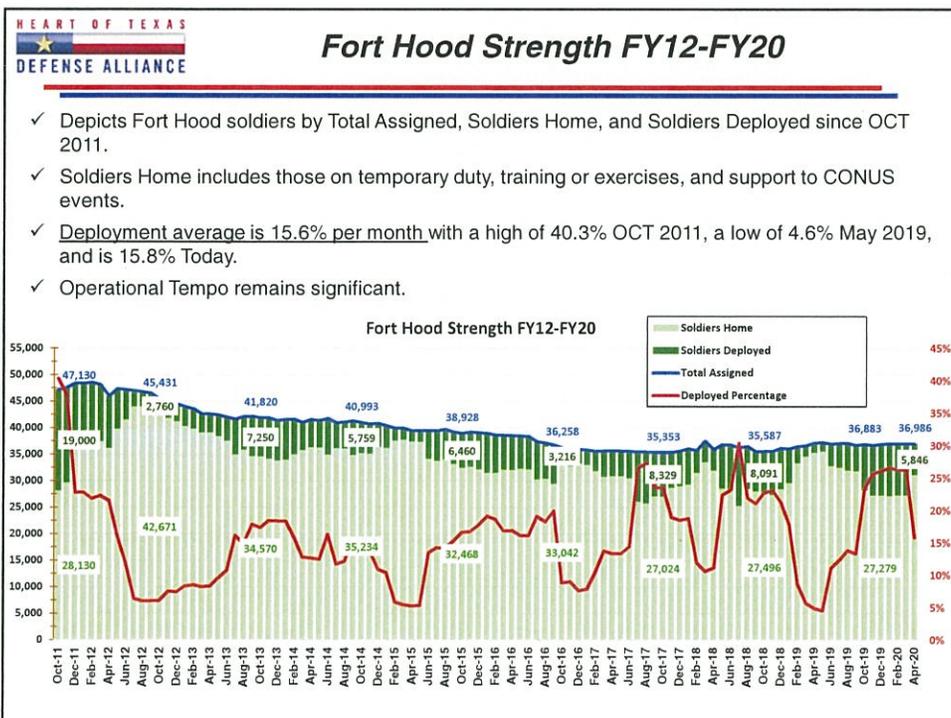
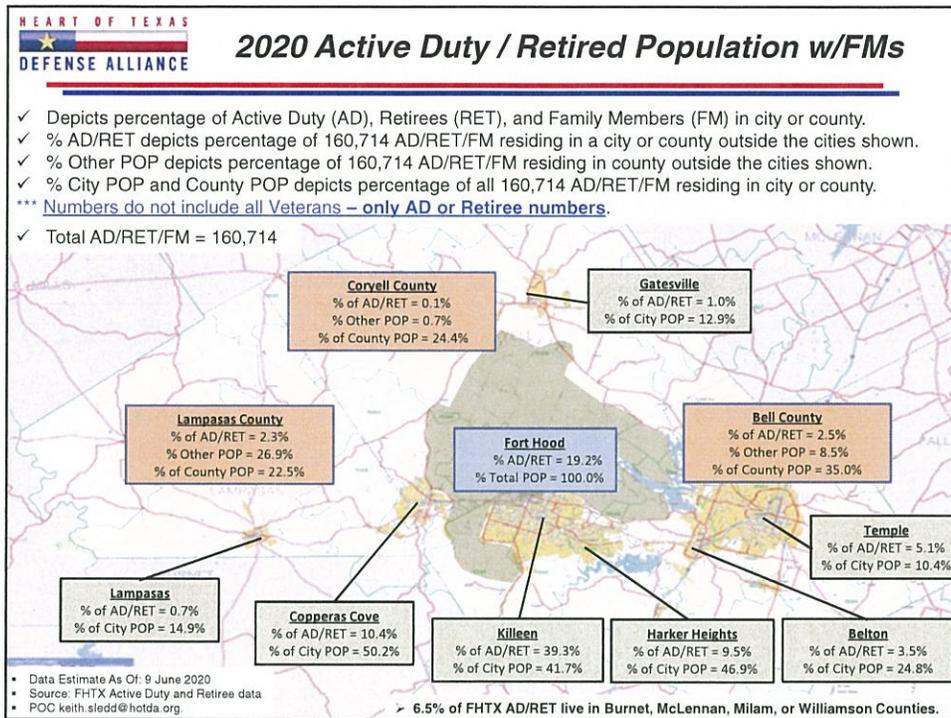
- SECARMY visited Fort Hood and Central Texas 5-6 August to gain better understanding of the installation and of the community and engage civilian and military leadership.
- Conducted multiple sensing sessions with Soldiers on Fort Hood.
- Conducted three Community Engagements with Regional, Civic, and Community Leaders.

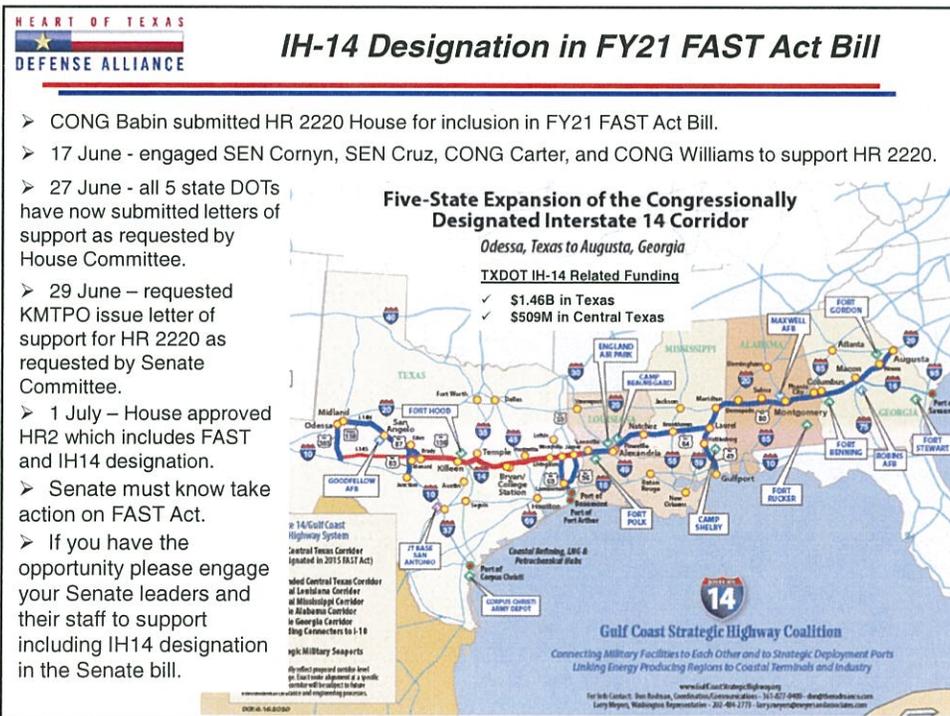
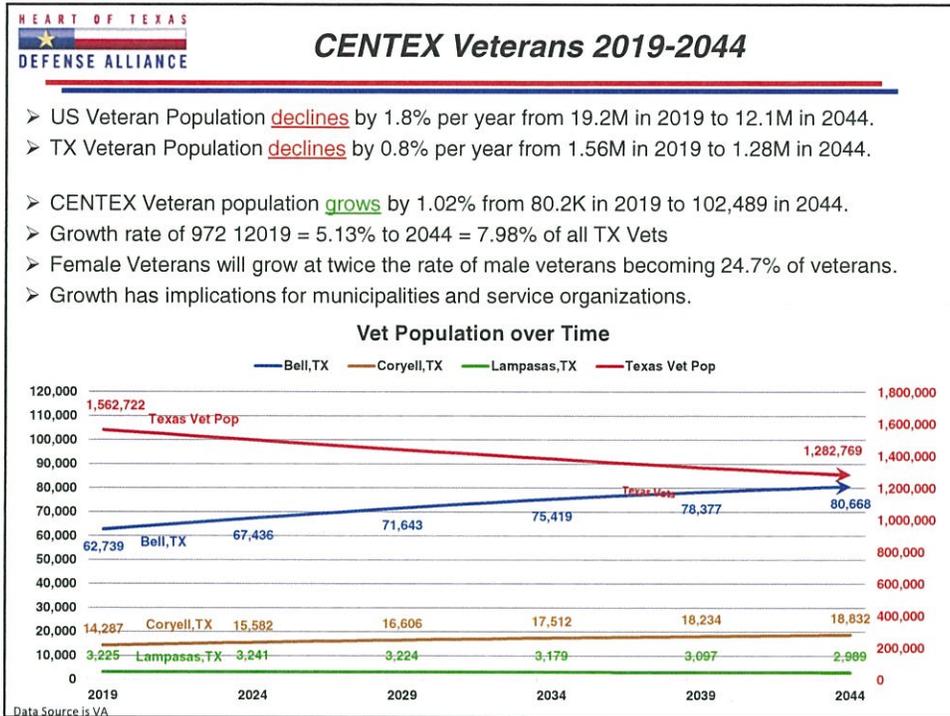
DEAAG Project for SH9 Access Ramps

- Expect TMPC to open the DEAAG application window on 1 September with applications due by 30 October to award \$15M in funding.
- SH9 Project with total project cost of \$5.1M remains Fort Hood's #1 project for consideration.
- Second round of DEAAG totaling \$15M will be awarded in OCT-DEC 2020.
- Revised draft application shared with Copperas Cove, Fort Hood, and TMPC staff for feedback.
- Will convene DEAAG Review Board once the application dates are confirmed to evaluate and finalize the grant application.

FY20 National Defense Authorization Act

- Senate completed NDAA passing a \$740B bill on 11 June 2020.
- House completed NDAA passing a \$740B bill on 2 July 2020.
 - ❑ Includes a 3% pay raise.
 - ❑ Army Active-Duty end strength increased by 5K to 485K.
 - ❑ Provides \$8.2B in MILCON.
- Defense Bill language in both House and Senate includes language to rename military installations named for Confederate leaders.
 - ❑ Both houses passed the bills with sufficient votes to override a veto. Bills now go to conference to address differences.







HEART OF TEXAS
DEFENSE ALLIANCE

Fort Hood “Fast Facts”

- Current Authorized Military Strength: 35,823**
- Current Assigned Military Strength: 36,782 Soldiers & Airmen**
- Family Members: 49,355 (72.5% off-post)**
- Civilian Employees (AF and NAF): ≈ 5,190**
- AAFES and Commissaries : ≈ 1,364**
- Contractors/KISD/Others: ≈ 5,751**

As of: 7 August 2020

}

≈ 98,442

CURRENT DEPLOYMENTS	
UNIT	APPROX # OF PERSONNEL
III Corps	164
1st Cavalry Division (DHHB, 1ACB)	830
3rd Security Force Assistance Brigade	131
13th Expeditionary Sustainment Command	0
1st Medical Brigade	207
3rd Cavalry Regiment	0
11th Signal Brigade	41
36th Engineer Brigade	7
48th Chemical Brigade	82
69th Air Defense Artillery Brigade	432
89th Military Police Brigade	329
504th Military Intelligence Brigade	0
166th Aviation Brigade	0
Carl R Darnall Army Medical Center	10
15th Military Intelligence Battalion	0
Total =	2,233

NORTH FORT HOOD Population:
2,336 Soldiers (6+ units) Mobilizing/Demobilizing



HEART OF TEXAS
DEFENSE ALLIANCE

QUESTIONS/COMMENTS

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City ManagerITEM NO. WORKSHOP-3

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

Subject:

Discussion and presentation from WCID.

Requested By: Finley deGraffenried, City Manager

Submitted By: Finley deGraffenried, City Manager

Date Submitted: August 20, 2020

For the Agenda of: August 24, 2020

Procurement and Funding Statement:

WCID funding in the amount of \$10,000.00 is included in the FY 2021 Budget.

Attachments:

Summary Statement:

Paul Wilborn will be in attendance to provide updates related to maintenance and future upgrades to the district's flood control dams.

Recommendation:

Discussion Only

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City ManagerITEM NO. WORKSHOP-4

**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 20, 2020

For the Agenda of: August 24, 2020

Procurement and Funding Statement:

Attachments:

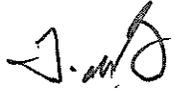
Summary Statement:

Staff will provide Council an update regarding modification to the FY 2020-2021 Budget. Council is also reminded, through this agenda item, that the Public hearing on the tax rate is scheduled for September 8, 2020 at 5:30 p.m. and the first reading approving the budget is scheduled for September 14, 2020.

Recommendation:

Discussion and direction.

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City Manager

ITEM NO. WORKSHOP-5

**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: Jeffrey Smith, Fire Chief

Date Submitted: August 20, 2020

For the Agenda of: August 24, 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 ManagerITEM NO. WORKSHOP-6

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

Subject:

Discussion regarding Skatepark

Requested By: Chris Eicher, Park and Recreation Director

Submitted By: Chris Eicher, Park and Recreation Director

Date Submitted: August 21, 2020

For the Agenda of: August 24, 2020

Procurement and Funding Statement:

Attachments:

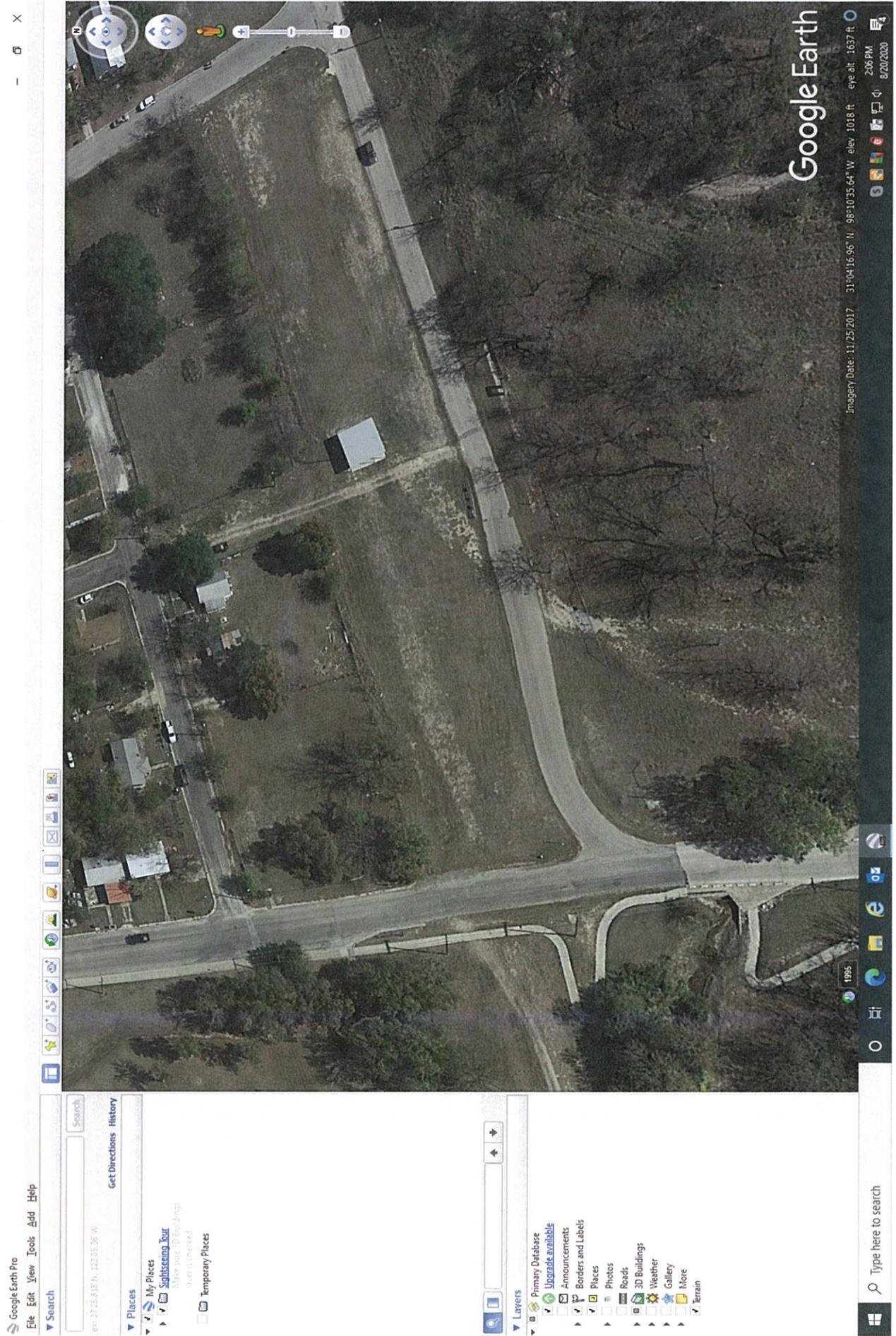
Summary Statement:

This item has been placed on Workshop to discuss the proposed location for a Skatepark. The proposed location is on City owned property on the corner of East Avenue A and Hackberry. This proposed location has been presented to the Parks and Recreation Advisory Board. With approval from Council, the Parks Board will support the proposed location.

Recommendation:

Discussion Only

Proposed Location for Skatepark



Overall View

The screenshot displays the Google Earth Pro interface. At the top, the menu bar includes 'File', 'Edit', 'View', 'Tools', 'Add', and 'Help'. Below the menu is a search bar with the text 'Search' and a search icon. The main window shows an aerial satellite view of a campus. A large green field is visible in the center, surrounded by various buildings and parking lots. The interface includes navigation tools in the top right corner, including a compass, a street view pegman, and a vertical scale bar. The bottom right corner shows the system tray with icons for Windows, Internet Explorer, and other applications. The bottom left corner shows the 'Layers' panel with a list of layers including 'Primary Database', 'Upgrade available', 'Announcements', 'Borders and Labels', 'Places', 'Photos', 'Roads', '3D Buildings', 'Weather', 'Gallery', 'More', and 'Terrain'. The bottom right corner of the interface has a search bar with the text 'Type here to search'.

Google Earth Pro
File Edit View Tools Add Help

Search

Get Directions History

Places

My Places

Sightseeing Tour

Temporary Places

Layers

- Primary Database
- Upgrade available
- Announcements
- Borders and Labels
- Places
- Photos
- Roads
- 3D Buildings
- Weather
- Gallery
- More
- Terrain

Type here to search

Imagery Date: 11/25/2017 31°04'14.95" N 98°10'37.25" W elev: 1015 ft eye at: 3466 ft 2:08 PM 8/20/2020

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City ManagerITEM NO. WORKSHOP-7

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

Subject:

Discussion regarding Community Garden

Requested By: Janet Crozier

Submitted By: Chris Eicher, Park and Recreation Director

Date Submitted: August 21, 2020

For the Agenda of: August 24, 2020

Procurement and Funding Statement:

Attachments:

Summary Statement:

This item has been placed on Workshop to discuss the proposed location for a Community Garden. The proposed location is in Campbell Park on the North side of Hanna Springs Pool. This area is approximately 8,000 sq. ft and has an existing 6ft fence, electricity and water. This proposed location has been presented to the Parks and Recreation Advisory Board. With approval from Council, the Parks Board will support the proposed location.

Recommendation:

Discussion Only

Parks Board Meeting

Re: Community Garden Approval

8/20/2020

The Site: The volleyball court behind the Hanna Springs Pool

The reason: The site has the amenities needed to accommodate a community garden, such as a fenced in area, water, and lighting.

The Mission Statement: To provide a place where members of the community, young and old, can rent a plot of land to grow and learn sustainable gardening methods and the health benefits of eating nutritious food in the company of others.

What we have done so far:

We have a Certified Certificate of Formation as a non-profit corporation as of July 28, 2020. Board members listed on that certificate are: Janet Crozier, Registered Agent, Gail Eltgroth, Secretary and Lanetta Sprott, Treasurer.

The IRS notified us of our Employer Identification Number: 85-2241112 on 8-24-2020.

We have a Community Garden Partnership Agreement with the Texas A&M Agrilife Extension upon the approval of the use of the land by the Parks and Wildlife Board and the City Council.

We have held three board meetings. Agendas and minutes are available. After the second board meeting, it was agreed to invite more board members, and five more have consented to serve. Homero Bazaldua will be our Project Manager, Public Relations will be shared with Anelisia Cheney-Campbell, Jason Walsh, Nancy Love and Jan Alexander. Some of the responsibilities will be changed and voted on at our next board meeting on August 26. Lanetta Sprott will be our Grant Writer, and Nancy Love will take on the Treasurer's role.

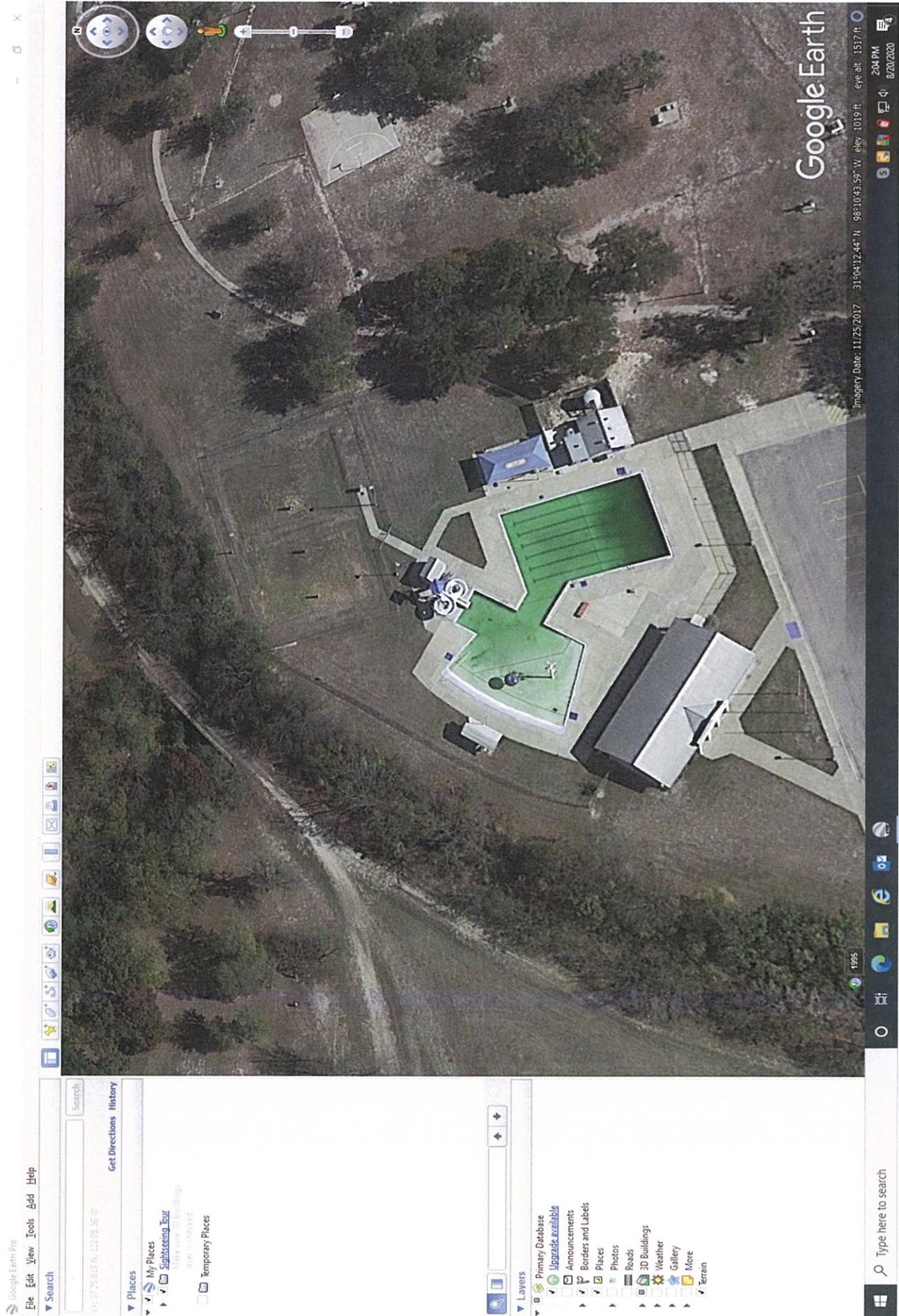
We are working on the By Laws and site rules and will be bringing them to the board for approval at our next meeting. This is the next step before starting the process of applying for our 501c3.

We have been in contact with Tractor Supply, USDA, and the Kiwanis Club seeking donations and Grants. Most of the grant money has been allocated for this fiscal year, but we will be applying for funds after September 30. We are in need of seed money to start this project.

We are excited about this project and have found others to be as well.

Thank you for your consideration.

Proposed Location for Community Garden



**MINUTES OF REGULAR MEETING OF THE GOVERNING BODY
OF THE CITY OF LAMPASAS, TEXAS
CITY COUNCIL CHAMBERS
302 E THIRD STREET
Monday, August 10, 2020**

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

Council Members present:

Chuck Williamson
Mike White
Cathy Kuehne
Delana Toups

Council Members absent:

T.J. Monroe, Mayor Pro Tem
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
Mandy Walsh, Economic Development Director
Sammy Bailey, Police Chief
Jeff Smith, Fire Chief
Chris Eicher, Parks & Recreation Director
Vicki Tower, Parks Secretary

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

I. Call to Order Special Session

Mayor Talbert called the Special Session to order at 5:31 p.m.

II. Adjourn into Executive Session

Council member Toups moved to adjourn into Executive Session at 5:32 p.m. The motion was seconded by Council member White and with a unanimous vote, the motion carried. (Monroe and Clark absent)

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.

Executive session was adjourned at 6:05 p.m.

SPECIAL SESSION

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

There was no action taken.

IV. Adjourn Special Session

Council member Kuehne moved to adjourn the Special Session at 6:06 p.m. The motion was seconded by Council member Toups and with a unanimous vote, the motion carried. (Monroe and Clark absent)

WORKSHOP SESSION

1. Call to order Workshop Session

Mayor Talbert called the workshop session to order at 6:07 p.m.

Mayor Talbert announced that for those that are present at the meeting, if they are six feet apart and remain that distance, they could take their masks off if they wished to. She said she was taking her mask off to be heard on the microphone, since there were comments made that Council's voices were not clear, were muffled and could not be heard at the previous meeting.

2. Discussion and updates regarding FY 20/21 Budget.

City Manager explained that based on discussion and direction at the August 3, 2020 City Council Budget Workshop, City Staff has prepared the following modifications to the FY 2021 Operating Budget for consideration.

deGraffenried pointed out some exclusions to the budget that is subject to Council's additional input:

- Does not include the Skate Park
- Does not include the engineering to access inceptor capacity – remains on the CIP schedule
- Does not include the new hire requests from several departments for additional human resources
- Council may want to possibly consider at least the Part-time position in Utility Department with the burden expense of \$18,000.00. He had suggested to City Staff and Yvonne Moreno, Finance Director, that with the upcoming change in City Hall at the end of the year, with the departure of Christina Marez, City Secretary, it may give opportunity for additional personnel at that time.
- With consideration of compensation increases and market adjustments, he preferred to wait until the Fall for any additional personnel positions.

deGraffenried said that Council has an opportunity to review the budget again on August 24, 2020 or at a special meeting if they preferred to review sooner. The tax rate hearing will be on September 8, 2020 and the first reading of budget is scheduled for September 14, 2020.

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. He reviewed the following:

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)	\$ 217,823.00
82-530-5515 Vactor	\$ -	\$ 50,000.00	\$ 50,000.00	\$ (50,000.00)	\$ 217,823.00
10-410-4968 Trans 68	\$ -	\$ 50,000.00	\$ 50,000.00	\$ (50,000.00)	\$ 217,823.00
10-514-5510.01 Walls	\$ -	\$ 646,000.00	\$ 913,219.00	\$ 267,219.00	\$ 485,042.00
10-400-4898 Undesig.	\$ 646,000.00	\$ 913,219.00	\$ 267,219.00	\$ (267,219.00)	\$ 217,823.00
10-551-5515 Sweeper	\$ -	\$ 191,112.00	\$ 191,112.00	\$ (191,112.00)	\$ 408,935.00
82-499-4898 Undesig.	\$ -	\$ 339,512.00	\$ 339,512.00	\$ (191,112.00)	\$ 217,823.00
82-520-5421 Meters	\$ 148,400.00	\$ 1,050,000.00	\$ 600,000.00	\$ 600,000.00	\$ 817,823.00
81-410-4898 Undesig.	\$ 450,000.00	\$ 2,489,124.00	\$ 2,489,124.00	\$ (400,000.00)	\$ 417,823.00
81-510-5710 Trans 10/FD	\$ 2,089,124.00	\$ 250,875.00	\$ 250,875.00	\$ (200,000.00)	\$ 217,823.00
81-510-5722 Trans 22	\$ 50,875.00				

deGraffenried said that as a reminder, the August 3, 2020 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.

deGraffenried noted that 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. His understanding was that Council wanted to use the Operating Surplus in the FY 2021 budget to provide increases in burdened compensation and adjustments based on additional duties and market conditions.

deGraffenried also noted utilization of Fund 40 for the renovations/upgrades to the Hostess House earmarked \$300,000.00 and for the Colored School (ceiling, flooring and flatwork) \$50,000.00. The restrooms for the Colored School would not be done at this time.

Council member White requested that City Staff continue looking for funding opportunities with HOT funds for the Skate Park. deGraffenried said he would continue to investigate the options.

3. Discussion and updates related to COVID-19.

Jeff Smith, Fire Chief, reviewed the following:

- Statewide
 - 486,362 confirmed cases
 - 8,459 fatalities
 - 7,937 hospitalized

He said that last week a temporary hospital facility was set up in the McAllen Convention Center.

Mayor Talbert provided the current Lampasas information:

- 214 confirmed cases
- 39 active cases

- 170 recovered
- 5 fatalities
- 1 hospitalized, non-ventilated

Fire Chief Smith informed Council that on August 22, 2020, there would be a drive-thru testing facility at the Fire Department. Information will be made available as to the requirements.

Fire Chief Smith also noted the positivity rate of 20.99%. The good news is that hospitalization is down.

4. Discussion regarding any item on the regular agenda

There was no discussion.

5. Adjourn Workshop Session

Council member Toups moved to adjourn the Workshop Session at 6:18 p.m. The motion was seconded by Council member White and with a unanimous vote, the motion carried. (Monroe and Clark absent)

A five-minute break was taken 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 6:23 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.

Mayor Talbert again reminded Council and those that are present at the meeting, if they are six feet apart and remain that distance, they could take their masks off if they wished to. In order to be heard clearly, she would not wear her mask.

C. Presentations and Proclamations

There were no presentations or proclamations.

Mayor reminded the citizens the telephone number to call in for any comments is 512-556-0332.

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.

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

There were no citizen comments.

Council member Williamson moved to close the public hearing. The motion was seconded by Council member White and with a unanimous vote, the motion carried. (Monroe and Clark absent)

2.0	MINUTES
2.1	Discussion and possible action concerning approval of minutes of the Regular Meeting on July 27, 2020

Council member Toups moved to approve the minutes as presented. The motion was seconded by Council member Kuehne and with a unanimous vote, the motion carried. (Monroe and Clark absent)

2.2	Discussion and possible action concerning approval of minutes of the Special Session held on August 3, 2020.
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Council member Williamson moved to approve the minutes as presented. The motion was seconded by Council member Kuehne and with a unanimous vote, the motion carried. (Monroe and Clark absent)

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

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

4.0	BOARDS/DEPARTMENT REPORTS
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There were no Board or Department reports.

5.0	ROUTINE MATTERS
5.1	City Manager's Operational Report

City Manager deGraffenried reviewed his report:

- THC Marker - The City was notified this week that the Texas Historic Commission 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 Garcia, Street Superintendent, 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 - The Lampasas County WCID met on August 8, 2020 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 \$5,000,000.00 with a local match of 1.75%, or about \$87,500.00. 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.
- LAFTA – City Staff attended the LAFTA meeting on August 4, 2020 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. City Staff will continue to assist both groups to coordinate a location as directed by Council.
- Internet - This week City 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.
- Hanna Springs - This past week, out of an abundance of caution, City 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, City Staff sought options and costs for a decorative railing to be placed on the top of the wall.
- CDBG Visit – City 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.

5.2	MAYOR’S COMMENTS
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Mayor Talbert thanked City Staff for the work on the budget process, especially City Manager deGraffenried and Finance Director, Yvonne Moreno. The budget process has gone very smooth and obviously from the hard work by City Staff. She also thanked all employees for other work that take from their normal job responsibilities. She thanked the City Secretary, Christina Marez, for her work on consistent Open Records requests.

6.0	UNFINISHED BUSINESS
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There was no unfinished business.

7.0	NEW BUSINESS
7.1	Discussion and possible action regarding extending the Hillside Acres Preliminary Plat approval for an additional six months.

Becky Sims, Zoning Administrator, explained that the Hillside Acres Preliminary Plat was initially approved in April 2019; however, expired in November 2019. She said that the Preliminary Plat went before the Planning & Zoning and City Council in February 2020; where it was approved by both. 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.

Council member Toups moved to approve the extension of the Hillside Acres Preliminary Plat approval for an additional six months. The motion was seconded by Council member White and with a unanimous vote, the motion carried. (Monroe and Clark absent)

7.2	Discussion and possible action regarding approval by Resolution to apply for EDA Grant Funding by Lampasas Economic Development Corporation
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Mandy Walsh, Economic Development Director, explained that 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. The funding will be through the Economic Development Administration with a possible 20% match through the LEDC with funds designated for the Business Park.

Council member Toups moved to approve by Resolution for the Lampasas Economic Development Corporation to apply for EDA Grant Funding. The motion was seconded by Council member White and with a unanimous vote, the motion carried. (Monroe and Clark absent)

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.
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City Manager deGraffenried explained that the Hostess House rehabilitation has been identified as a priority by the Capital Improvement Program (CIP) and City Council. Over the past year, City Staff has spent time going through the building and identifying areas of focus. City 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 Council's approval, City Staff will engage in their services and create a schedule of work to be completed during FY 20/21 Budget.

Council member Williamson moved to approve the proposal from Hendrix Consulting Engineers (HCE) for a mechanical, electrical and plumbing limited assessment for the Hostess House in an amount not to exceed \$2,500.00. The motion was seconded by Council member White and with a unanimous vote, the motion carried. (Monroe and Clark absent)

7.4	Discuss and consider modifications to FY 20/21 Budget.
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There was no discussion or action taken.

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.
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City Manager deGraffenried explained that 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 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. A roll call vote will be taken.

Council Kuehne moved to approve the proposed tax rate of \$0.395218 for the City of Lampasas for Fiscal Year 2020-2021. The motion was seconded by Council member Toups and with a record vote by the City Secretary, Christina Marez, as follows:

Council member Williamson	Yes
Council member Toups	Yes
Mayor Talbert	Yes
Council member White	Yes
Council member Kuehne	Yes, the motion carried. (Monroe and Clark absent)

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.
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City Manager deGraffenried explained that 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 1)

deGraffenried said that the proposed date for the Public Hearing is Tuesday, September 8, 2020 at 5:30 p.m., which falls within the 7 days prior to the meeting to adopt the tax rate. Also, the proposed date to adopt the budget and tax rate is Monday, September 14, 2020. He asked that another roll call vote be taken by the City Secretary, Christina Marez.

Council member Toups moved to schedule one public hearing on the proposed tax rate for Tuesday, September 8, 2020 at 5:30 p.m. and the meeting to vote on the tax rate will be Monday, September 14, 2020 at 6:00 p.m. The motion was seconded by Council member Williamson and with a record vote by the City Secretary, Christina Marez, as follows:

Council member Williamson	Yes
Council member Toups	Yes
Mayor Talbert	Yes
Council member White	Yes
Council member Kuehne	Yes, the motion carried. (Monroe and Clark absent)

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
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Christina Marez, City Secretary, explained that 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.

Council member Kuehne moved 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. The motion was seconded by Council member White and with a unanimous vote, the motion carried. (Monroe and Clark absent)

7.8	Discussion and possible selection of a website photo contest winner.
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Monica Wright, Information Systems Director, explained that the City had five photo entries:

1. Entry 1, “Angela Morgaridge” submitted by Angela Morgaridge
2. Entry 2, “The Springs at Hannah Springs” submitted by Vannetta Chapman
3. Entry 3, “Weathered Supports” submitted by Tari Wagner
4. Entry 4, “Play Days in the Springs” submitted by Ashley Mills
5. Entry 5, “We Believe in Lampasas” submitted by Toni Strickland

Council member White moved to select Entry 2 as the winner of the photo contest. The motion was seconded by Council member Toups and with a unanimous vote, the motion carried. (Monroe and Clark absent)

7.9	Discussion and possible action regarding approval of the Investment and Strategy Policy Resolution.
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City Manager deGraffenried explained that the Investment and Strategy Policy must be approved by Resolution on an annual basis. No changes have been made since the prior approval on July 22, 2019. This Policy governs how the City invests funds and complies with the Texas Funds Investment Act.

Council member White moved to approve the Investment and Strategy Policy by Resolution. The motion was seconded by Council member Toups and with a unanimous vote, the motion carried. (Monroe and Clark absent)

7.10	Discussion and possible action regarding accelerated purchase of 18, V300 body cameras from WatchGuard on a purchase plan with no interest.
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Sammy Bailey, Police Chief, explained that 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).

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.

Council member Toups moved to approve the accelerated purchase of 18, V300 body cameras from WatchGuard on a purchase plan with no interest in an amount not to exceed \$14,000.00. The motion was seconded by Council member White and with a unanimous vote, the motion carried. (Monroe and Clark absent)

7.11	Discussion and possible action regarding accelerated purchase of a New Telephone System for Lampasas Police Department.
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Sammy Bailey, Police Chief, explained that the 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 provided a quote in the amount of \$18,130.98. She is asking Council for approval of the accelerated purchase in an amount not to exceed \$19,000.00 which would allow for \$869.02 for incidental expenses. Mr. Lincke has generously said that he would donate some cabling jacks and molding.

Council member Kuehne moved to approve the accelerated purchase of a new phone system for the Police Department not to exceed \$19,000.00 for the upgrade, installation, and additional equipment/items that may be needed for the upgrade. The motion was seconded by Council member White and with a unanimous vote, the motion carried. (Monroe and Clark absent)

Adjourn

Council member Toups moved to adjourn the meeting at 6:51 p.m. The motion was seconded by Council member Kuehne and with a unanimous vote, the motion carried. (Monroe and Clark absent)

PASSED AND APPROVED this _____ day of _____, 2020.

Misti Talbert, Mayor

ATTEST:

Christina Marez, City Secretary

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City Manager

ITEM NO. 3.1

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

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

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

Date Submitted: August 18, 2020 For the Agenda of: August 24, 2020

Procurement and Funding Statement: N/A

Attachments: Investment Report prepared by Patterson & Associates

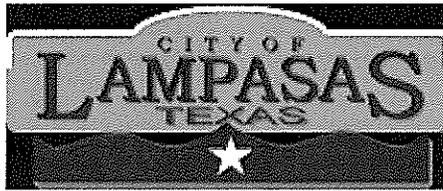
Summary Statement:

The weighted average maturity of City investments is 9 days.

The City's yield to maturity is 1.011

<u>Place of Investment</u>	<u>Investment Amount</u>	<u>% of Portfolio</u>
TexPool / TexPool Prime	\$2,361,878.10	14.62%
TexStar	\$1,627,060.41	0.07%
Bancorp South	\$3,273,058.86	20.26%
Money Market	\$3,878,874.01	24.01%
Frost Bank	\$ 8,189.03	0.05%
Municipal Bonds (Safekeeping)	\$5,003,991.08	30.98%

commendation: Motion to approve by consent.



**Monthly Investment Report
July 31, 2020**

PATTERSON & ASSOCIATES



INVESTMENT PROFESSIONALS



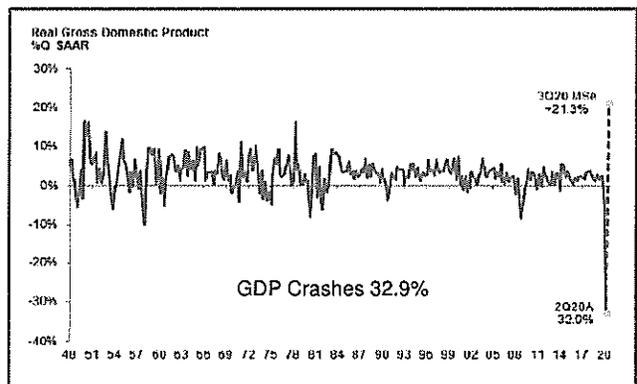
The Struggle Continues

There has been a lack of significant economic movement in the month as the economy started to re-open, but the re-opening created a resurgence of the Covid virus. Some feeble spurts of market and economic growth appear each time we re-open the economy but then we slow again. This will undoubtedly continue as we struggle to return to some new normalcy and fits and starts take a bumpy and complex road.

A dramatic drop in 2Q GDP (32.9%) clearly shows the slow level of economic activity, as well as the level of stimulus pouring into the economy – in the US and around the world. The IMF has noted that the richest countries worldwide will spend ~17% of their GDP by year end.

As expected the Federal Reserve, at its July meeting, opted to keep its policy unchanged, pledging to keep overnight rates at zero through 2021. The Fed had acted quickly and decisively during the last five months, deploying all the normal tools at its disposal to aide the economy. Now, rather than immediately expanding its tool kit, the Committee seems to be giving a subtle nod (or push?) to Congress to act and bridge the gap for businesses and individuals. The Fed will continue with its liquidity and lending programs but may also be contemplating new ideas, which could be discussed further in Sept (the next FOMC meeting) and possibly floated to the market later this fall at Jackson Hole.

Congress goes on vacation in August (of course) and both parties have stimulus goals on the table. Remember that the May package was \$3.7T and a new package when completed could be higher still. This will require the printing presses to continue to churn. The parties appear to agree on the direct stimulus to families, but are far apart on unemployment benefits. Benefits are of course intended to provide financial support, but benefits that match or exceed one's previous earnings can actually create an incentive to remain unemployed particularly in the service sector. Then reconnecting with workers proves difficult. Officials don't want to make it more difficult for businesses to reopen without a willing and able labor pool.



Monetary and Fiscal Efforts

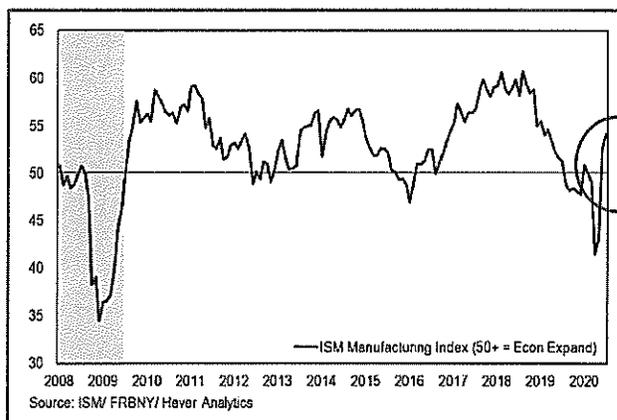
The market volatility, which can be seen so clearly in the equity markets – and basis point by basis point in fixed income markets - is a daily reminder of the fluctuating data releases as well as the pace and anticipation of the stimulus talks.

International data, as well as that from the US, did point to weak growth throughout the month with the greatest optimism coming from housing, durable goods, payrolls and especially manufacturing. Manufacturers will only produce if they see some longer term use of their products. Within the recent readings, we have seen a rise in the backlog of orders, employment increases and a surge in new orders – the highest jump since September 2018. The ISM manufacturing index, which is the purchasing managers view of future new orders, has risen strongly in the past two months. Even China’s comparable (Caxin) manufacturing index rose last month marking the third consecutive month of expansion and their highest reading since 2011!

The housing activity is clearly a partial reflection of the extremely low mortgage rates available to those with savings to commit. Existing home sales had a record monthly gain and are expected to continue on those low mortgage rates. This is a two-sided benefit however.

As we have noted many times, Americans are not savers compared to many populations. The savings oriented baby-boomers are being replaced by those more interested in immediate gratification. This quarter US spending jumped substantially (with record jumps in May and June), this while simultaneously personal income fell in both months. Consumption is down slightly and consumers do not see the reason to wait because inflation is no where to be seen. With spending outpacing income, the savings rate declined from 24% to 19% this month – just as people should be learning that personal reserves can be critical in dangerous times.

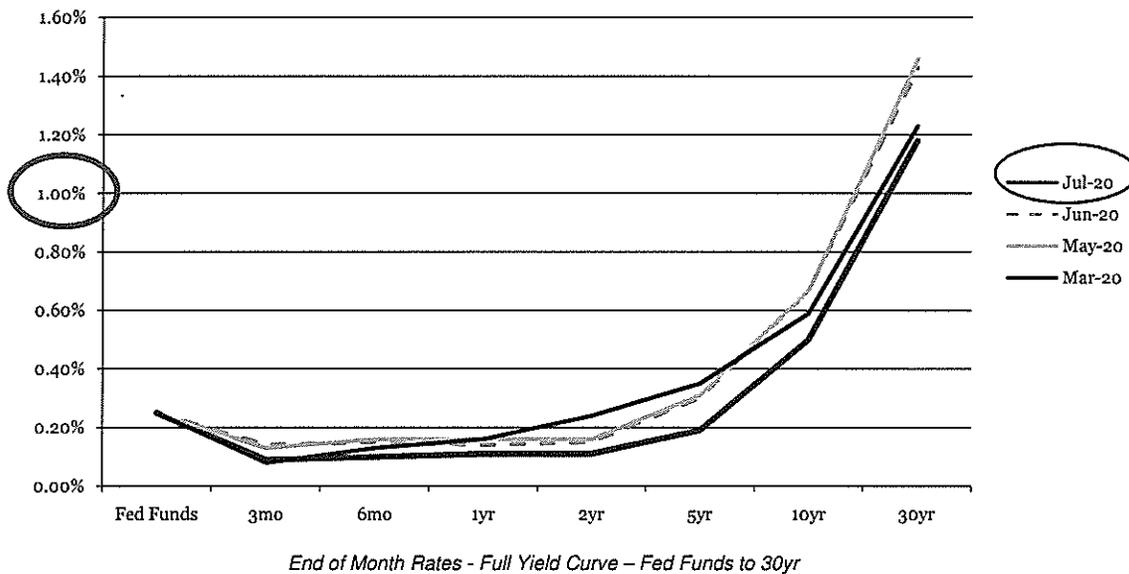
Inflation will not be arriving any time soon with the flood of money being created. Core CPI came in slightly higher this month with some travel related recovery but so far the stable component – rent – has had a notable decline. Good for consumers but not really good for the economy.





A Dismal Change in the Y Axis

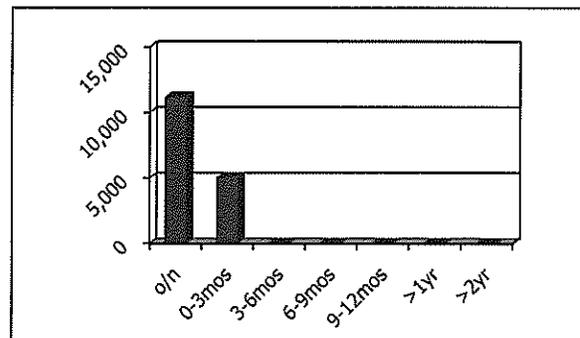
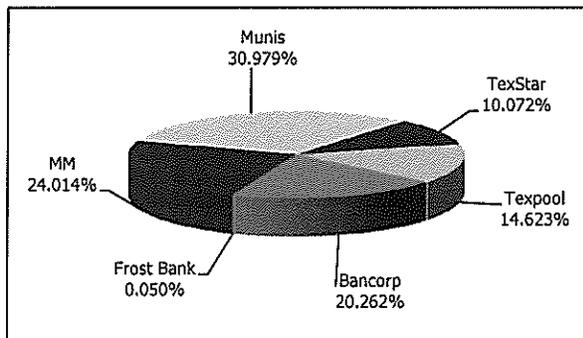
- The graph below shows the ugly truth of the yield curve as it also fights the virus. Changes in short rates has to be measured in basis points.
- Fed actions and market fears around the world have caused Treasury and agency rates to remain at the lower (dismal) levels seen for the last five months. The Fed has stated its intention to stay at 0.00% Fed Funds through 2021.
- Fear increases the demand for safe havens and the safest are the U.S. Treasury and the USD dollar. The purchasing of short-term securities to wait out the virus, has driven prices up and rates down.
- The 2 year now yields 0.11% and the 5-year and 10-year notes in real terms are negative in yield (-1.24% and -1.02% respectively). Looking back on 2008-2010 as possible guide posts, the Treasury extends its maturities (from Bills) in the short term inside the 2-year, may be zero bound for a long time. Adding the jaw-dropping level of direct stimulus this time and the level of debt accumulating, it will be awhile before rates rise.



Your Portfolio

As of July 31, 2020

- P&A constantly reviews your portfolio for optimal asset allocation and a controlled average maturity because a diversified portfolio can better adjust to volatile market conditions. These are unusual times and where extensions can be made it is important to make them for any value in the markets.
- The graphs below show asset allocations by market sector and by maturity in your portfolio. Liquidity will not be attractive but as the curve flattens it also is sometimes the only sector available as year end expenditures loom. Our expectation is of continuing low rates but we will attempt to find value in all authorized sectors to capture yield available.
- Hopefully Fed actions will return us to some normalcy and a vaccine will be found This is what we are watching for and acting on.
- The non-cash portion of your portfolio is yielding 2.801%.





City of Lampasas, Texas
 Portfolio Management
 Portfolio Summary
 July 31, 2020

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

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM 365 Equiv.
Municipal Bonds Actual	5,000,000.00	5,012,800.00	5,003,991.08	30.98	157	26	2.601
Bancorp South	3,273,058.86	3,273,058.86	3,273,058.86	20.26	1	1	0.250
Texpool/Texpool Prime	2,361,878.10	2,361,878.10	2,361,878.10	14.62	1	1	0.260
TexStar	1,627,060.41	1,627,060.41	1,627,060.41	10.07	1	1	0.200
Frost Bank	8,189.03	8,189.03	8,189.03	0.05	1	1	0.000
Money Market	3,878,874.01	3,878,874.01	3,878,874.01	24.01	1	1	0.144
Investments	16,149,060.41	16,161,860.41	16,153,051.49	100.00%	49	9	1.011
Cash and Accrued Interest							
Accrued Interest at Purchase		109,836.07	109,836.07				
Subtotal		109,836.07	109,836.07				
Total Cash and Investments	16,149,060.41	16,271,696.48	16,262,887.56		49	9	1.011

Total Earnings	July 31 Month Ending	Fiscal Year To Date
Current Year	14,047.11	133,480.23

The following reports are submitted in accordance with the Public Funds Investment Act (Texas Gov't Code 2255). The reports also offer supplemental information not required by the Act in order to fully inform the governing body of the City of Lampasas, Texas of the position and activity within the City's portfolio of investment. The reports include a management summary overview, a detailed inventory report for the end of the period a transaction report, as well as graphic representations of the portfolio to provide full disclosure to the governing body.

Yvonne Moreno, Interim Finance Director



**City of Lampasas, Texas
Summary by Type
July 31, 2020
Grouped by Fund**

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

Security Type	Number of Investments	Par Value	Book Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Fund: Cash						
Bancorp South	3	2,417,217.00	2,417,217.00	14.96	0.250	1
Money Market	5	3,878,874.01	3,878,874.01	24.01	0.144	1
Texpool/Texpool Prime	1	1,777,598.65	1,777,598.65	11.00	0.208	1
Municipal Bonds Actual	1	3,000,000.00	3,002,394.65	18.59	2.801	26
Subtotal	10	11,073,689.66	11,076,084.31	68.56	0.888	8
Fund: Cert. of Obligation 2016						
Texpool/Texpool Prime	1	584,279.45	584,279.45	3.62	0.418	1
Subtotal	1	584,279.45	584,279.45	3.82	0.418	1
Fund: Electric						
Bancorp South	1	371,604.26	371,604.26	2.30	0.250	1
Frost Bank	1	8,189.03	8,189.03	0.05	0.000	1
TexStar	1	1,627,060.41	1,627,060.41	10.07	0.200	1
Municipal Bonds Actual	1	2,000,000.00	2,001,596.43	12.39	2.801	26
Subtotal	4	4,006,853.70	4,008,450.13	24.81	1.503	13
Fund: LEDC						
Bancorp South	2	203,201.44	203,201.44	1.26	0.250	1
Subtotal	2	203,201.44	203,201.44	1.26	0.250	1
Fund: Seizures						
Bancorp South	2	17,761.59	17,761.59	0.11	0.216	1
Subtotal	2	17,761.59	17,761.59	0.11	0.216	1
Fund: Trust						
Bancorp South	2	72,959.42	72,959.42	0.45	0.250	1
Subtotal	2	72,959.42	72,959.42	0.45	0.250	1
Fund: Water						
Bancorp South	1	190,315.15	190,315.15	1.18	0.250	1

City of Lampasas, Texas
 Summary by Type
 July 31, 2020
 Grouped by Fund

Security Type	Number of Investments	Par Value	Book Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Subtotal	1	190,315.15	190,315.15	1.18	0.250	1
Total and Average	22	16,149,060.41	16,153,051.49	100.00	1.011	9



City of Lampasas, Texas
Fund CASH - Cash
Investments by Fund
July 31, 2020

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

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Date	Days To Maturity
Municipal Bonds Actual											
882724PY7	10057	State of Texas Tax	03/23/2020	3,002,394.65	3,000,000.00	3,007,680.00	4.000	2.801	2.801	08/27/2020	26
Subtotal and Average				3,002,394.65	3,000,000.00	3,007,680.00		2.801	2.801		26
Bancorp South											
0474	10004	Bancorp South	09/01/2014	2,386,399.65	2,386,399.65	2,386,399.65	0.250	0.246	0.250		1
3213	10005	Bancorp South	09/01/2014	358.17	358.17	358.17	0.250	0.246	0.250		1
4187	10007	Bancorp South	09/01/2014	30,459.18	30,459.18	30,459.18	0.250	0.246	0.250		1
Subtotal and Average				2,417,217.00	2,417,217.00	2,417,217.00		0.247	0.250		1
Texpool/Texpool Prime											
14103	10000	Texpool	09/01/2014	1,777,598.65	1,777,598.65	1,777,598.65	0.208	0.205	0.208		1
Subtotal and Average				1,777,598.65	1,777,598.65	1,777,598.65		0.205	0.208		1
Money Market											
5001632	10023	Austin Capital Bank MM	01/29/2015	248,286.31	248,286.31	248,286.31	0.050	0.049	0.050		1
XXXX579	10026	Business Bank of TX ICS	04/02/2015	3,144,512.88	3,144,512.88	3,144,512.88	0.150	0.147	0.150		1
XXXX561	10029	Business Bank of TX ICS	06/01/2015	486,072.82	486,072.82	486,072.82	0.150	0.147	0.150		1
4001579	10027	Business Bk Ultimate Bus M/M	05/01/2015	1.00	1.00	1.00					1
4001561	10030	Business Bk Ultimate Bus M/M	06/30/2015	1.00	1.00	1.00					1
Subtotal and Average				3,878,874.01	3,878,874.01	3,878,874.01		0.142	0.144		1
Total Investments and Average				11,078,084.31	11,073,889.68	11,081,389.68		0.898	0.898		7

Fund CERTS16 - Cert. of Obligation 2016
Investments by Fund
July 31, 2020

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 380	YTM 365	Maturity Days To Date Maturity
Texpool/Texpool Prime										
14103A	10041	Texpool Prime	11/08/2016	584,279.45	584,279.45	584,279.45	0.418	0.412	0.417	1
Subtotal and Average				584,279.45	584,279.45	584,279.45		0.412	0.418	1
Total Investments and Average				584,279.45	584,279.45	584,279.45		0.412	0.418	1

**Fund ELEC - Electric
Investments by Fund
July 31, 2020**

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 380	YTM 385	Maturity Days To Date Maturity
Municipal Bonds Actual										
882724PY7	10055	State of Texas Tax	03/23/2020	2,001,596.43	2,000,000.00	2,005,120.00	4.000	2.801	2.801	08/27/2020 26
Subtotal and Average				2,001,596.43	2,000,000.00	2,005,120.00		2.801	2.801	26
Bancorp South										
0672	10005	Bancorp South	09/01/2014	371,604.26	371,604.26	371,604.26	0.250	0.246	0.250	1
Subtotal and Average				371,604.26	371,604.26	371,604.26		0.247	0.250	1
TexStar										
17390	10001	TexStar	09/01/2014	1,627,060.41	1,627,060.41	1,627,060.41	0.200	0.197	0.200	1
Subtotal and Average				1,627,060.41	1,627,060.41	1,627,060.41		0.198	0.200	1
Frost Bank										
1732110	10022	Frost Bank Public Checking	01/20/2015	8,189.03	8,189.03	8,189.03				1
Subtotal and Average				8,189.03	8,189.03	8,189.03		0.000	0.000	1
Total Investments and Average				4,008,450.13	4,006,853.70	4,011,873.70		1.502	1.503	13

**Fund LEDC - LEDC
Investments by Fund
July 31, 2020**

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
Bancorp South										
1092	10002	Bancorp South	09/01/2014	200,611.50	200,611.50	200,611.50	0.250	0.246	0.250	1
2363	10003	Bancorp South	09/01/2014	2,589.94	2,589.94	2,589.94	0.250	0.246	0.250	1
Subtotal and Average				203,201.44	203,201.44	203,201.44		0.247	0.250	1
Total Investments and Average				203,201.44	203,201.44	203,201.44		0.247	0.250	1

**Fund SEIZ - Seizures
Investments by Fund
July 31, 2020**

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 380	YTM 385	Maturity Days To Date Maturity
Bancorp South										
0763	10008	Bancorp South	09/01/2014	13,755.95	13,755.95	13,755.95	0.250	0.246	0.250	1
1999	10009	Bancorp South	09/01/2014	4,005.64	4,005.64	4,005.64	0.100	0.098	0.100	1
Subtotal and Average				17,781.59	17,781.59	17,781.59	0.213	0.216		1
Total Investments and Average				17,781.59	17,781.59	17,781.59	0.213	0.216		1

Fund TRUST - Trust
Investments by Fund
July 31, 2020

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
Bancorp South										
6349	10010	Bancorp South	09/01/2014	43,237.02	43,237.02	43,237.02	0.250	0.246	0.250	1
6348	10011	Bancorp South	09/01/2014	29,722.40	29,722.40	29,722.40	0.250	0.246	0.250	1
Subtotal and Average				72,959.42	72,959.42	72,959.42		0.247	0.250	1
Total Investments and Average				72,959.42	72,959.42	72,959.42		0.247	0.250	1

Fund WATER - Water
Investments by Fund
July 31, 2020

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
Bancorp South										
1639	10012	Bancorp South	09/01/2014	190,315.15	190,315.15	190,315.15	0.250	0.246	0.250	1
Subtotal and Average				190,315.15	190,315.15	190,315.15	0.247	0.250		1
Total Investments and Average				190,315.15	190,315.15	190,315.15	0.247	0.250		1



**City of Lampasas, Texas
Interest Earnings
Sorted by Fund - Fund
July 1, 2020 - July 31, 2020
Yield on Average Book Value**

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

CUSIP	Investment #	Fund	Security Type	Ending Par Value	Beginning Book Value	Average Book Value	Maturity Date	Current Rate	Annualized Yield	Adjusted Interest Earnings		
										Interest Earned	Amortization/ Accretion	Adjusted Interest Earnings
Fund: Cash												
14103	10000	CASH	RR2	1,777,598.65	1,777,284.48	1,777,294.61		0.208	0.208	314.17	0.00	314.17
5001632	10023	CASH	RR5	248,286.31	248,276.77	248,276.11		0.050	0.050	10.54	0.00	10.54
XXXX561	10029	CASH	RR5	486,072.82	486,010.91	486,012.91		0.150	0.150	61.91	0.00	61.91
XXXX579	10026	CASH	RR5	3,144,512.88	3,144,112.34	3,144,125.26		0.150	0.150	400.54	0.00	400.54
4001561	10030	CASH	RR5	1.00	1.00	1.00				0.00	0.00	0.00
4001579	10027	CASH	RR5	1.00	1.00	1.00				0.00	0.00	0.00
0474	10004	CASH	RRP	2,386,399.65	2,777,290.43	2,764,681.05		0.250	0.189	444.40	0.00	444.40
3213	10006	CASH	RRP	358.17	408.09	371.01		0.250	0.190	0.06	0.00	0.06
4187	10007	CASH	RRP	30,459.18	31,246.91	31,221.50		0.250	0.184	4.88	0.00	4.88
882724PY7	10057	CASH	NCB	3,000,000.00	3,005,249.81	3,003,776.18	08/27/2020	4.000	2.865	10,163.93	-2,855.16	7,308.77
			Subtotal	11,073,689.86	11,469,880.74	11,455,760.83			0.878	11,400.43	-2,855.16	8,545.27
Fund: Cert. of Obligation 2016												
14103A	10041	CERTS16	RR2	584,279.45	584,072.11	584,078.80		0.418	0.418	207.34	0.00	207.34
			Subtotal	584,279.45	584,072.11	584,078.80			0.418	207.34	0.00	207.34
Fund: Electric												
17390	10001	ELEC	RR3	1,627,060.41	1,626,783.65	1,626,792.58		0.200	0.200	276.76	0.00	276.76
1732110	10022	ELEC	RR4	8,189.03	8,220.98	8,204.49				0.00	0.00	0.00
0672	10005	ELEC	RRP	371,604.26	369,528.31	369,950.11		0.250	0.185	58.27	0.00	58.27
882724PY7	10056	ELEC	NCB	2,000,000.00	2,003,499.87	2,002,517.45	08/27/2020	4.000	2.865	6,775.96	-1,903.44	4,872.52
			Subtotal	4,008,853.70	4,008,032.81	4,007,464.83			1.530	7,110.99	-1,903.44	5,207.55
Fund: LEDC												
1092	10002	LEDC	RRP	200,611.50	202,952.22	201,217.34		0.250	0.249	42.61	0.00	42.61
2363	10003	LEDC	RRP	2,589.94	2,589.39	2,589.41		0.250	0.250	0.55	0.00	0.55
			Subtotal	203,201.44	205,551.61	203,806.75			0.249	43.16	0.00	43.16
Fund: Seizures												
1999	10009	SEIZ	RRP	4,005.64	4,005.31	4,005.38		0.100	0.097	0.33	0.00	0.33
0763	10008	SEIZ	RRP	13,755.95	13,753.13	13,753.69		0.250	0.185	2.16	0.00	2.16

City of Lampasas, Texas
Interest Earnings
July 1, 2020 - July 31, 2020

CUSIP	Investment #	Fund	Security Type	Ending Par Value	Beginning Book Value	Average Book Value	Maturity Date	Current Rate	Adjusted Interest Earnings			
									Annualized Yield	Interest Earned	Amortization/ Accretion	Adjusted Interest Earnings
Subtotal				17,781.59	17,758.44	17,759.07			0.185	2.49	0.00	2.49
Fund: Trust												
6348	10011	TRUST	RRP	29,722.40	29,716.31	29,717.51		0.250	0.185	4.67	0.00	4.67
6349	10010	TRUST	RRP	43,237.02	43,228.16	43,229.91		0.250	0.185	6.79	0.00	6.79
Subtotal				72,959.42	72,944.47	72,947.43			0.185	11.46	0.00	11.46
Fund: Water												
1639	10012	WATER	RRP	190,315.15	189,226.25	189,758.93		0.250	0.185	29.84	0.00	29.84
Subtotal				190,315.15	189,226.25	189,758.93			0.185	29.84	0.00	29.84
Total				18,149,080.41	18,547,488.43	18,531,578.25			1.000	18,805.71	-4,758.80	14,047.11



**City of Lampasas, Texas
Amortization Schedule
July 1, 2020 - July 31, 2020
Sorted By Fund - Fund**

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

Investment #	Issuer	Fund	Maturity Date	Beginning Par Value	Purchase Principal	Original Premium or Discount	Ending Book Value	Amounts Amortized And Unamortized As of 07/01/2020	Amount Amortized This Period	Amt Amortized Through 07/31/2020	Amount Unamortized Through 07/31/2020
Cash											
10057	State of Texas Tax	CASH	08/27/2020	3,000,000.00 4.000	3,014,460.00	14,460.00	3,002,394.65	-9,210.19 5,249.81	-2,855.16	-12,065.35	2,394.65
				Subtotal	3,014,460.00	14,460.00	3,002,394.65	-9,210.19 5,249.81	-2,855.16	-12,065.35	2,394.65
Electric											
10056	State of Texas Tax	ELEC	09/27/2020	2,000,000.00 4.000	2,009,640.00	9,640.00	2,001,596.43	-6,140.13 3,499.87	-1,903.44	-8,043.57	1,596.43
				Subtotal	2,009,640.00	9,640.00	2,001,596.43	-6,140.13 3,499.87	-1,903.44	-8,043.57	1,596.43
				Total	5,024,100.00	24,100.00	5,003,991.08	-15,350.32 8,749.68	-4,758.60	-20,108.92	3,991.08

PATTERSON & ASSOCIATES



INVESTMENT PROFESSIONALS

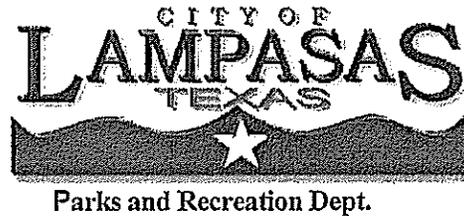
**City of Lampasas, Texas
Projected Cashflow Report
Sorted by Monthly**
For the Period August 1, 2020 - February 28, 2021

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

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

Run Date: 08/18/2020 - 12:40

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



Memo

To: Honorable Mayor and City Council Members
Cc: Finley deGraffenried, City Manager
From: Chris Eicher, Director of Parks and Recreation
Date: August 19, 2020
Re: Monthly Report July 2020

PARKS DEPARTMENT

As usual, the Parks Department had a very busy month of July. A typical July for our department would have required lots of overtime and prep work for Spring Ho. However, COVID-19 has changed everyday "normalcy" and our time was spent on other priorities such as disinfecting public restrooms, increased equipment maintenance, increased meetings on public and staff safety, tons of weed eating due to lack of inmates, and constant reminders of how important it is to cherish every day because no one is guaranteed tomorrow!!

SPORTS FACILITIES

(See Reports)

CEMETERY

(See Reports)

AIRPORT

- Daily inspections to fuel tanks, runways, runway lights and hangers
- Mowed highway frontage and weed eaten at airport
- Cleaned around sign at Airport

**Department: SPORTS FACILITIES
Monthly Activity Report
MONTH OF JULY 2020**

I) Regular Personnel Hours Available: 480.00

LESS:

A)	Vacation Leave	8.00
B)	Sick Leave	40.00
C)	Supervision/Training	0.00
D)	Holiday	24.00
E)	Other (?)	8.00

SUB-TOTAL 80.00

PLUS:

A)	Over Time	16.00
B)	Temporary Labor	0.00
C)	Part Time	0.00
D)	Transfer	0.00

SUB-TOTAL 16.00

TOTAL HOURS AVAILABLE FOR THE MONTH: 416.00

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

III)	<u>Department Projects for the Month.</u>				
	<u>Spread Fertilizer at 580 Sports Complex</u>				8.00

	<u>Other:</u>				
	<u>Sub-total Hours on Projects:</u>				8.00

IV)	<u>Department Operations and Maintenance for the Month.</u>				
	<u>Cleaning Fields</u>				95.00
	<u>Turf Management</u>				90.00
	<u>Mowing/Weed eating</u>				80.00
	<u>Building and Grounds</u>				52.00
	<u>Equipment/Vehicles/Shop</u>				75.00
	<u>Office/Meetings</u>				16.00
	<u>Sub-total Hours on Projects:</u>				408.00

TOTAL HOURS FOR DEPARTMENT 416.00

V)	<u>Department's Proposed Projects for Next Month</u>				
	<u>Spread Fertilizer at 580 Sports Complex</u>				8.00

	<u>Total Estimated Hours on Proposed Projects:</u>				8.00

DEPARTMENT: CEMETERY
MONTHLY ACTIVITY REPORT

FOR THE MONTH OF: JUL 2020

Regular Personnel Hours Available:

552

LESS:

A)	Vacation Leave/Personal Day	80	
B)	Sick Leave	0	
C)	Jury Duty	0	
D)	Other (holiday/bad weather)	16	
E)	Supervision	30	
SUB-TOTAL		126	

PLUS:

A)	Transfer from Parks	0	
B)	Seasonal Labor/Temp	0	
C)	Other (Community service)	0	
D)	Overtime	22	
SUB-TOTAL		22	

TOTAL HOURS AVAILABLE FOR THE MONTH: 448

Department Summary of Work Orders for the Month

Received	Completed	Outstanding	Void	Hours
----------	-----------	-------------	------	-------

Department Projects for the Month

	0	0	
	0	0	
	0	0	

Sub-total Hours on Special Projects: 0

Department Operations and Maintenance for the Month

Mowing & W/E	260	
Equip & Veh Maint	18	
Buildings & Grounds	143	
Office Operations	27	

Sub-total Hours on OM Projects: 448

OTHER

	0	0	
	0	0	
	0	0	

Sub-total Other 0

TOTAL HOURS FOR DEPARTMENT 448

Department's Proposed Projects for next Month

	0
	0
Total Estimated Hours on Proposed Projects:	0

Memo



Oak Hill Cemetery

To: Chris Eicher, Parks & Rec. Director
From: Duane Griffith Cemetery Crew Leader
Date: 8/10/2020
Re: End of the month report July

Interments	6 (3) cremation
Fee's for over site	\$350.00
Sites sold	11 / \$5,400.00
Niche sales	\$1,300.00 (2) double
Beautification fund	\$266.00
Visitors Assisted	3
Level & Backfill sites	2
Meetings Attended	0

- Curtis Windham retirement

Memo

To: Finley deGraffenried, City Manager
 From: Monica Wright, Director of Information Systems
 Date: Tuesday, August 4, 2020
 Re: July 2020 Monthly Report



Information
Systems

IT Service Tickets:

July 2019	July 2020	
271	296	+25 Service Tickets

Social Media Stats:

	July 2019	July 2020	
Facebook Followers	5,593	6,115	+522 FB page followers
Twitter Followers	447	584	+137 Twitter followers

Website Payments:

	July 2019	July 2020	
City Utility	347 \$117,621.50	491 \$168,443.48	+144 online payments +\$50,821.98
Municipal Court	42 \$9,826.68	34 \$12,035.57	-8 online payments +\$2,208.89

Website Stats:

	July 2019	July 2020	
Page Visits	16,026	19,536	+3,510 visits
Page Views	30,206	32,542	+2,336 page views
Downloads	2,033	3,701	+1,668 downloads

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

IT Supported Hardware:

PCs	92
Servers	21
Firewalls	3
Laptops	51
Printers	63
Wireless Access Points (WAP)	16
Switches	20
Network Attached Storage (NAS)	7
Tablets	10
Verizon Aircards	36
IT Supported Software	30+ applications

FY 2019/2020 Projects:

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

July Projects:

- Installed (2) replacement IT Building exterior doors
- Configured/installed (2) combo locks on IT Building exterior doors
- Configured/installed Asst. City Secretary replacement color laser printer
- Configured/installed replacement Admin Secretary PC
- Attended budget meeting with staff & City Manager
- Requested quote for (5) backup physical server licenses/purchased
- Requested quote for replacement Utility receipt printer/purchased
- Created public event submittal form on website
- Deployed cyber security phishing campaigns to City employees
- City network maintenance

August Projects:

- Configure/install security cameras at City Hall
- Configure/install replacement Utility receipt printer
- Configure/install backup software on (5) physical servers
- Configure/reinstall Watchguard ELC software on PD pcs
- Configure/install advanced threat detection on all PCs
- Rebuild AV Server
- Quote for replacement AV gooseneck cables (longer length)
- Attend virtual Colonial annual meeting
- Configure/replace PC at Hanna Springs
- Attend Council budget workshop
- Quote for IT Building doorbell
- Run cable/relocate firewalls to IT Building
- Reinstall antivirus on client pcs
- Updates to City Network map
- Replace Verizon air cards with upgrades
- Configure/replace WWW desktop pc
- Setup live stream council meetings

- Create cyber security phishing campaigns/deploy to employees
- Configure/install wireless access point at Animal Shelter
- Install replacement 100ft fiber patch cable at Old City Hall
- Run Cat 6 cable for cameras at Old City Hall
- Server maintenance/install firmware updates

Daily/Weekly/Monthly Tasks:

- Send out employee cyber training phishing tests
- OS updates on all NAS devices
- OS updates to firewalls/WAPs
- Install Windows updates on City/PD servers & workstations
- Content updates to LEDC Website/Facebook/Twitter
- Content updates to the City Website/Facebook/Twitter
- Reply to website/social media submissions/requests
- Perform routine maintenance on hardware and software
- Backup all workstations/servers/NAS storage devices
- Update virus / spyware definitions and apply security patches to computers/servers
- Order toner needed in each department
- Prepare reports for and attend directors meeting and City Council meeting
- IT monthly report
- LEDC website analytics monthly report
- Continued education of network security threats
- Continued research of applications/software for departments
- Documentation for all software/hardware configurations

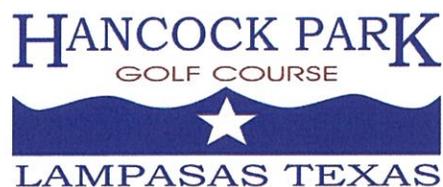
Future Projects & Goals:

- Complete State required Cyber Security Employee Training *(FY 20-21)*
- Upgrades to Microsoft Office licenses *(FY-20-21)*
- IT Building Server Room Wall with locking door *(FY 20-21)*
- Replace (7) IT Building windows *(FY 20-21)*
- Assist PD w/ Cardinal CAD/ticket writer system migration *(FY 20-21)*
- Configure/install replacement City Hall POE switch *(FY 20-21)*
- Configure/install wireless access point (WAP) at Animal Shelter *(FY 20-21)*
- Configure/install replacement City firewall/backup firewall *(FY 20-21)*
- Configure/install replacement firewall at Library *(FY 19-20)*
- Replace Library Useful server/hardware/software *(FY 20-21)*
- Replace credit card swipe readers with chip readers *(FY 20-21)*
- Installation of security cameras at Old City Hall *(FY 20-21)*
- Replace outdated Utility receipt printers *(FY 20-21)*
- Increase City network internet bandwidth from 100mbps to 250mbps *(FY 20-21)*
- Free re-design of City & EDC websites *(FY 21-22)*
- Relocate AT&T Fiber cables to IT Building *(FY 21-22)*
- Relocate AT&T Fiber circuit to IT Building *(FY 21-22)*
- Microsoft Office Exchange Email Archive *(FY 21-22)*
- Point to Point wireless Internet solution for locations not on fiber *(FY 21-22)*
- Re-cable all City buildings in preparation for VOIP infrastructure *(uncertain)*
- City-wide building VOIP phone software solution *(uncertain)*
- Research/implement timesheet/time off request software *(uncertain)*

LAMPASAS PUBLIC LIBRARY

JULY 2020

Circulation	We circulated 3,675 items in July, which is up 11.1% from June (3,307). We are still open for “grab & go” service (as of June 1).
Door Count	There were 1,885 visitors during July, which is down 4.7% from June (1,977). The library was closed Friday, July 3, for the holiday.
Internet Usage	There were 81 Internet sessions in July, compared to 32 in June (up 153%).
Wifi Usage	We had 105 distinct clients use the public wifi in July, which is up 4% from June. There was an average of 8 users per day, which up 14.3% from last month.
Text Interactions	We communicated, via text messages, with 84 unique phone numbers in July, which is up 35.5% from June (62). We sent/received a total of 542 messages, which is up 47.3% from last month (368).
Library Park	The tables, benches, and trash receptacles are in, and they look great! Thank you so much to the Parks Department guys for a job well done! We still lack some landscaping, lighting, and signage; the steel playscape should be in by the end of September also. Thank you to Carlos for coordinating the resealing and striping of our parking lot as well. Our park and parking lot are looking great, for sure.
Computers	We still have the 2 Internet computers available for use by appointment, and it is going well.
Hotspots	Thanks to the Library Foundation, we have another 10 wifi hotspots available for checkout. We have had a waiting list for our other 10 hotspots, especially with online meetings and online schooling. Note: Patrons must be a cardholder for 3 months before checking out a hotspot.



Memo

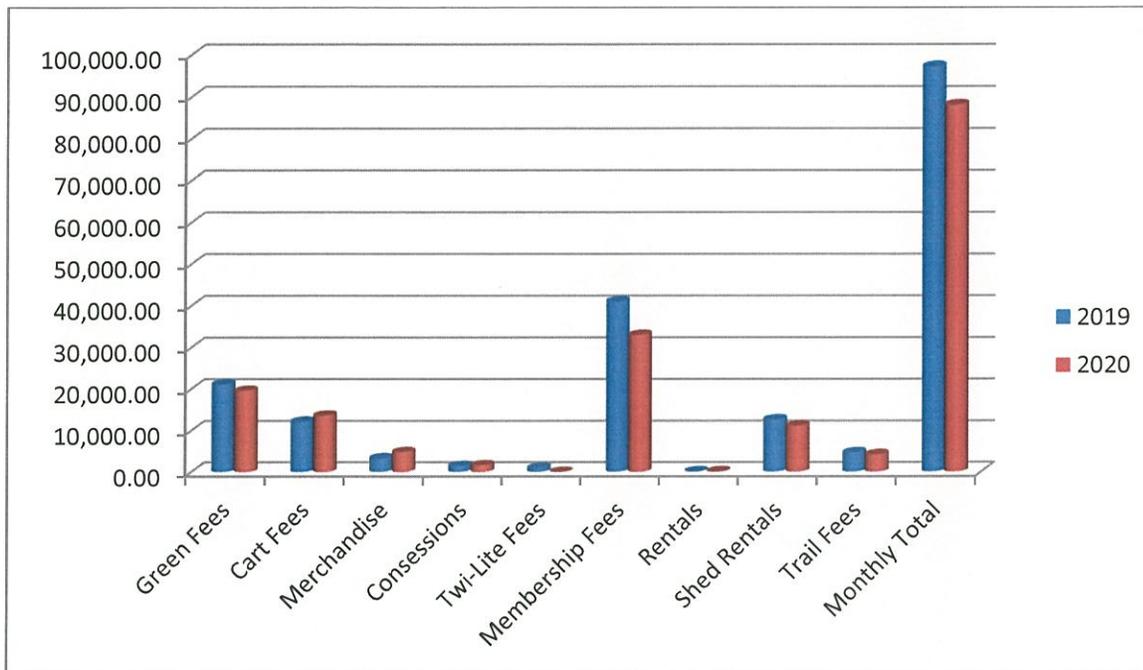
To: Finley deGraffenied, City Manager
From: Van Berry, Golf Course Manager
cc: City Council Members
Date: August 18, 2020
Re: Monthly Report, July 2020

- Repaired foot-valve on our pump station.
- Applied insecticide (Top-Choice) on the greens.
- Spot sprayed areas in the fairways and rough with herbicide to kill goosegrass.
- Repaired and adjusted sprinkler heads on the course.
- Applied 800 lbs. of Gypsum on the greens.
- Applied 600 lbs. of 0-0-30 (potash) on the greens.
- Applied 300 lbs. of fertilizer on the greens.
- Sprayed the greens nitrogen.

July Tournaments:

- July 1 – West Texas Jr. Tour, 58 golfers.
- July 3 – Baker Reunion, 40 golfers.
- July 18 & 19 – Britches & Bows, 96 golfers.

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



Memo



Municipal Court

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

From: Lewann Turner, Court Clerk I

Date: Thursday, August 20, 2020

Re: Monthly Report July 2020

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

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

New Cases	139
Convictions	51
Compliance Dismissals	18
Hrs. Community Service Completed	194
Total Dollar Amount CS	\$2,425.50
Waived for Indigency	\$373.00
Total Collected	\$25,305.28
Total kept by City	\$17,926.32

CITY SECRETARY DEPARTMENT/ JULY 2020 MONTHLY REPORT

Brief Monthly Overview of Department Employees:

Christina Marez, City Secretary/HR

- Post Board and Committee meetings' agendas
- Assisted the Accountant(s) with payroll checks and Employee Longevity checks
- Attended and took minutes of the July 13 & July 27 regular Council meetings
- Processed (11) Open Records Requests; does not include those that Becky or Vicki may have responded to
- Keeping up with important dates and information related to the upcoming November 3, 2020 General Election
- Continuing to work with Colonial insurance on the annual open enrollment; virtual enrollment is scheduled for Aug. 24-27.
- HR Department responsibilities including workers comp/insurance/liability claims, as well as City Secretary responsibilities

Becky Sims, Zoning Administrator

- Worked with and supports the City Manager, City Secretary, Building Official and Directors on various projects as needed
- Posted Council, Board and Committee meetings' agendas
- Building Department responsibilities – key contact person for issuing permits
- Planning & Zoning responsibilities – key contact person who handles all the inquiries/requests and all administrative work/research; ensures to meet all requirements on Public Hearing and/or Meeting notices and surrounding 200-foot property owner notification letters; prepares Planning and Zoning and ZBA packets; attended and took the minutes of the P&Z meeting held on July 2.
- Supported the City Secretary as Assistant City Secretary with not only preparing Council packets but other key work such as codification of City Ordinances; indexing of Council minutes and City Ordinances
- Attended the June 13 & July 27 regular Council meetings; Attended the Texas Municipal Clerks Association, Public Funds Investment seminar, July 28-31.

Chasity Shifflett, Adm. Secretary/Permit Tech

- Assisted the City Manager, City Secretary, Zoning Administrator, and Building Official with daily operations
- Assisted all incoming customers
- Posted Board and Committee meetings' agendas
- Responsible for preparing and posting LEDC and CIP agendas and minutes on City website(s), posting City Council minutes on website upon Council approval
- Assisted with issuing Building Department permits; filing for Building Department; works closely with the Zoning Administrator on these responsibilities
- Maintain inspection and registration process for all City vehicles
- Being cross-trained in helping maintain the City's Records Retention schedule

Ramon Canada, Custodian

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

Personnel Information– currently

- 115 Fulltime positions & 15 Part-time positions; there are presently 3 F/T & 2 P/T vacancies: Posted vacancies: Park Maintenance Technician, WWW Utility/Distr. Technician and Light Equipment Operator. The 2 P/T vacancies are P/T Firefighter positions but are currently not posted.

To: Finley deGraffenried, City Manager
Honorable Mayor and City Council
From: Sammy Bailey, Chief of Police
Date: August 13, 2020

Re: Monthly City Council Report, July 2020

July was a very different month for the Lampasas Police Department with the canceling of most of the annual Spring Ho Festival events.

We were substantially short-handed at the end of June and the beginning of July due to several employees being ill. We ended up with two employees having the Coronavirus. We now have two Coronavirus survivors/veterans that have no ill effects from having the virus. One has an immediate family member that recently tested positive with mild symptoms of the virus—believed to not have contracted the virus from our employee. Dr. Hay has taken on the role of overseeing our department employees and families via phone visit check-ups. She has been amazing to us in keeping a check on our sick, and in keeping us informed and up-to-date in relation to the virus.

We investigated 35 felonies reported in July. There were, Aggravated Assault with a Deadly Weapon, three reports of Indecency with a Child, one Sexual Assault, Evading Arrest, Unlawful Possession of a Firearm by a Felon, Fraudulent Possession/Use of a Credit Card, Thefts, three reports of Unauthorized Use of Stolen Vehicle, Theft of a Firearm, and several substance charges. Of these 35 felony cases reported, 13 were cleared by adult arrest, 1 was turned over to another agency, 1 unfounded, 1 suspended, 1 cleared by other means, and 18 are having additional follow-up investigation conducted.

There were 84 misdemeanor cases reported in July. Of those 84 cases, 43 were cleared by arrest, 1 juvenile referral, 23 suspended, 2 closed by other means, and 15 are having additional follow-up investigation conducted.

We made 46 arrest (the same person can be charged with a felony and misdemeanor), 4 juvenile referrals-this includes the 1 juvenile counted in misdemeanor cases reported, 8 warrants were served with 3 paid at Municipal Court. We issued 132 citations and 217 warnings for a total of 193 arrest and 410 total department contacts. We investigated 17 accidents. We handed 25 new code violations.

We answered 961 calls for service, 4746 telephone calls, 256- 911 calls, 47 escorts, and 53 motorist were assisted. Two emergency orders of detention were issued and we handled seven persons with behavioral crisis issues. 20 open records request were answered.

Animal Control had 176 animal related calls and impounded 50 animals.

30 Public Relations Contacts were completed.

LAMPASAS POLICE DEPARTMENT
CHIEF SAMMY BAILEY **ASST CHIEF JODY CUMMINGS**

Monthly Report
Jul-20

VEHICLE MILEAGE:	July-20	YTD	07/2019 YTD
UNIT # 1 2016 FORD SUV	449	5481	5453
UNIT # 2 2014 CHEVROLET	589	3899	4433
UNIT # 3 2017 FORD	231	1565	1584
UNIT # 4 2012 CHEVROLET	598	4480	4523
UNIT # 5 2017 FORD SUV	676	5373	4041
UNIT # 6 2014 FORD F150	1122	7364	6256
UNIT # 7 2014 CHEVROLET	624	4744	6419
UNIT # 8 2016 FORD SUV	929	4755	4023
UNIT # 9 2009 FORD	106	579	2645
UNIT #10 2017 FORD F150	426	2375	2528
UNIT #11 2010 FORD	1235	2686	2620
UNIT #12 2010 FORD	333	3979	4888
UNIT #13 2014 CHEVROLET	903	5045	4239
UNIT #14 2016 FORD	660	4919	5992
UNIT #15 2017 FORD	702	5182	6864
UNIT #16 2016 FORD	340	3313	5021
UNIT #17 2011 FORD	519	2958	3603
UNIT #18 2013 CHEVROLET	391	2723	2821
UNIT #19 2001 DODGE <small>(Retired to Parks Dept 09/2019)</small>		0	137
UNIT #19 2019 CHEVROLET TRUCK	193	321	
UNIT #20 2017 FORD SUV	808	3509	4285
UNIT #21 2017 FORD TRUCK	476	3466	3340
UNIT #22 2017 FORD	330	2935	3544
UNIT #23 2017 FORD	747	4144	5165
UNIT #24 2010 FORD	0	0	455
TOTAL PATROL MILEAGE	13387	85795	94879
FELONIES REPORTED	35	183	178
FELONIES CLEARED	26	168	184
MISDEMEANORS REPORTED	84	717	849
MISDEMEANORS CLEARED	88	680	703
TOTAL CASES REPORTED	119	900	1027
TOTAL CASES CLEARED	114	848	887
TOTAL INCIDENTS	20	213	389
ADULT ARRESTS	46	364	416
JUVENILE ARRESTS	4	31	46
WARRANTS/CAPIAS SERVED	8	96	251
WARRANTS PAID AT LMC	3	12	45
TRAFFIC CITATIONS ISSUED	132	781	1377
WARNINGS ISSUED	217	2307	4010
TOTAL ARRESTS	193	1284	2135
TOTAL DEPARTMENT CONTACTS	410	3591	6145
REFERENCE ONLY:			
D.W.I.	1	26	35
D.U.I./MINOR	0	2	2
MARIJUANA / DRUG POSSESSION	8	71	108
JUVENILE TOBACCO POSSESSION	0	11	12
FIELD CONTACTS	9	27	102
PUBLIC RELATION CONTACTS	30	158	148

	July-20	YTD	07/2019 YTD
ACCIDENTS:			
MINOR ACCIDENTS	16	136	155
MAJOR ACCIDENTS	1	9	17
FATAL ACCIDENTS	0	0	0
TOTAL ACCIDENTS	17	145	172
CODE ENFORCEMENT:			
HIGH WEEDS & TRASH	9	139	180
JUNK / UNREGISTERED VEHICLES	2	25	35
SUBSTANDARD HOUSING	0	0	3
BUILDING COMPLAINTS	0	0	2
MISCELLANEOUS	14	127	161
TOTAL CODE COMPLAINTS	25	291	381
DAILY ACTIVITIES:			
CALLS FOR SERVICE	961	6241	7367
TELEPHONE CALLS RECEIVED	4746	34015	37703
ESCORTS	47	328	529
MOTORIST ASSISTS	53	306	386
EMERGENCY ORDER OF DETENTION	2	11	10
BEHAVIORAL CRISIS	7	38	35
911 CALLS	256	1607	1543
TEXT TO 911	0	1	0
OPEN RECORD REQUESTS	20	213	241
ANIMAL CONTROL:			
ANIMAL CFS & FOLLOW UPS	176	1122	1211
ANIMAL IMPOUNDS	50	284	401
CPAAA VOLUNTEER HOURS:	7.00	139.75	504.75

OFFICER COUNT: 21 OF 21
DISPATCHER COUNT: 7 OF 7

WARRANT TOTALS

(This page includes only information on Class C LMC Warrants received at LPD - No other warrants are tallied)

	Jul-20	YTD	07/2019 YTD
WARRANT TOTALS:			
LMC WARRANTS ISSUED	0	144	558
LMC WARRANTS RECALLED	24	376	468
LMC WARRANTS SERVED OR PYMT ARRANGEMENTS MADE AT LMC	11	81	256
LMC WARRANTS PAID AT LMC / PD	0	1	5

	Jul-20	YTD	07/2019 YTD
WARRANT \$ AMOUNTS:			
LMC WARRANTS ISSUED	\$0.00	\$86,783.36	\$356,189.65
LMC WARRANTS RECALLED	\$12,451.68	\$196,342.54	\$253,405.40
LMC WARRANTS SERVED OR PYMT ARRANGEMENTS MADE AT LMC	\$6,026.79	\$51,097.80	\$162,357.79
MONEY COLLECTED AT PD	\$0.00	\$511.84	\$2,833.37

Report Prepared by Kelli Sanguinet 08/12/2020

LAMPASAS ANIMAL SHELTER
CITY LOG

July 2020

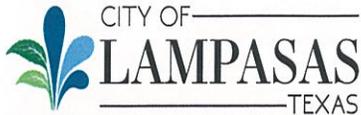
DATE	INTAKE	SEX	AGE	BREED	COLOR	ADDRESS	NAME	PRECAUTIONS	DISPOSITION	OFFICER
07/01/2020	IMP P10762	M	B	DSH	BLACK/WHT	802 S SPRING	FORREST			131
07/01/2020	IMP P10763	M	B	DSH	BLACK/WHT	802 S SPRING	FARLEY		ADOPTED	131
07/01/2020	IMP P10764	M	B	DMH	BRN TAB	802 S SPRING	FIGARO		ADOPTED	131
07/01/2020	IMP P10765	M	B	DSH	BRN TAB	802 S SPRING	FISHER		ADOPTED	131
07/01/2020	IMP P10766	F	A	SCHNAUZER	TAN	101 S KEY	KITTEN		RTO 7-1	131
07/01/2020	IMP P10767	F	B	DSH	BRN TAB	802 S SPRING	FELICIA			131
07/02/2020	IMP P10768	FS	A	DSH	BLACK/WHT	2 DANA	DANA		ADOPTED	131
07/02/2020	IMP P10769	M	A	DMH	RED/WHT TAB	802 S SPRING	FRANCES		EUTH 7-2	131
07/02/2020	IMP P10770	F	A	DSH	WHT/BRN TAB	802 S SPRING	FRANCES		ADOPTED	131
07/04/2020	IMP P10771	M	A	CHIUAHUA X	TAN	BEST WESTERN	CARLOS		RTO 7-5	112
07/06/2020	IMP P10772	F	A	PIT MIX	BRINDLE/WHT	1015 MILLS	JOELLE			131
07/06/2020	IMP P10773	F	A	SHIH TZU	TAN/WHT	205 RIVERVIEW	STAR		RTO 7-6	131
07/09/2020	SUR P10774	F	A	TERRIER	WHT/BLK	301 S SPRING	BANDIT		RESCUE	CITIZEN
07/09/2020	SUR P10775	F	A	DSH	BLK/WHT	301 S SPRING	FRIEDA		ADOPTED	CITIZEN
07/10/2020	IMP P10776	M	B	DSH	BLACK	W 4TH		NEWBORN	EUTH 7-10	CITIZEN
07/10/2020	IMP P10777	M	B	DSH	BLACK	W 4TH		NEWBORN	EUTH 7-10	CITIZEN
07/10/2020	IMP P10778	M	B	DSH	BLACK	W 4TH		NEWBORN	EUTH 7-10	CITIZEN
07/10/2020	IMP P10779	F	B	DSH	TORTIE	W 4TH		NEWBORN	EUTH 7-10	CITIZEN
07/10/2020	IMP P10780	F	B	DMH	BLK/WHT	W 4TH		NEWBORN	EUTH 7-10	CITIZEN
07/10/2020	IMP P10781	M	B	DSH	WHT/BLACK	805 CAMPBELL	OLIVE			CITIZEN
07/10/2020	IMP P10782	F	A	DSH	WHT/BRN TAB	805 CAMPBELL	OSCAR	URI	EUTH 7-13	CITIZEN
07/10/2020	IMP P10783	F	B	DSH	WHT/BRN TAB	805 CAMPBELL	OLIVIA	URI	EUTH 7-13	CITIZEN
07/10/2020	IMP P10784	M	B	DMH	BLACK	805 CAMPBELL	OZ			CITIZEN
07/10/2020	IMP P10785	M	B	DSH	BLACK	805 CAMPBELL	ORION		ADOPTED	CITIZEN
07/10/2020	IMP P10786	F	B	DMH	BLK/WHT	805 CAMPBELL	ODIN			CITIZEN
07/10/2020	IMP P10787	M	B	DMH	BLACK	805 CAMPBELL	OPHELIA			CITIZEN
07/10/2020	IMP P10788	F	A	DMH	BLACK	805 CAMPBELL	OBSIDIAN		ADOPTED	CITIZEN
07/10/2020	IMP P10789	M	B	DSH	BROWN TAB	8 CHRIS	QUEENIE			CITIZEN
07/10/2020	IMP P10790	M	B	DSH	BLACK	8 CHRIS	QUINCY			CITIZEN
07/10/2020	IMP P10791	F	B	DSH	BLACK	8 CHRIS	QUENTIN			CITIZEN
07/10/2020	IMP P10792	F	A	TERRIER MIX	BRINDLE/WHT	605 S RIDGE	QUINN			CITIZEN
07/11/2020	IMP P10793	F	A	DSH	CALICO	204 S MAIN	POCO		RTO 7-11	130
07/11/2020	IMP P10794	M	A	BLOODHOUND	BLK/TAN	BEST WESTERN	TOSHA		ADOPTED	CITIZEN
07/11/2020	IMP P10795	F	A	PIT BULL	WHITE	BEST WESTERN	SMOKEY		RTO 7-13	122
07/11/2020	IMP P10796	F	A	TERRIER MIX	SILVERTAN	409 W AVE C	JULES		RTO 7-13	113
07/14/2020	IMP P10797	F	A	DSH	CALICO	1212 W AVE C	TAFFY		RESCUE	112
07/14/2020	IMP P10798	F	B	DSH	BLK/WHT	1212 W AVE C	POPPY			CITIZEN
07/14/2020	IMP P10799	F	B	DSH	DILUTE CALICO	1212 W AVE C	PEACHES			CITIZEN
07/14/2020	IMP P10800	M	B	DSH	RED/WHT TAB	1212 W AVE C	PEBBLE			CITIZEN
07/14/2020	IMP P10801	M	B	DSH	RED TABBY	1212 W AVE C	PERCY			CITIZEN
07/14/2020	IMP P10802	M	B	DSH	BLK/WHT	1212 W AVE C	PETE			CITIZEN
07/15/2020	IMP P10803	M	A	DSH	BROWN/WHT TAB	1212 W AVE C	PAUL			CITIZEN
07/15/2020	IMP P10804	M	A	BOXER MIX	BLK/WHT	2 DANA	FERAL		EUTH 7-17	131
07/15/2020	IMP P10805	F	ADO	DSH	TORTIE	1306 NIX	FIRO	CAUTION	RTO 7-15	131
07/15/2020	SUR P10806	F	4Y	PIT BULL MIX	RED/WHT TAB	WESTERN AT TRACTOR SUPPLY	VICKY			CITIZEN
07/15/2020	SUR P10807	F	2Y	PIT BULL MIX	BLUE/WHT	106 N MAIN	MOLLY		ADOPTED	CITIZEN
07/16/2020	IMP P10808	M	A	DSH	BLACK	106 N MAIN	LANA		EUTH	CITIZEN
07/16/2020	IMP P10808	M	A	DSH	BLACK	1275 S WESTERN	LANA	FERAL	EUTH	131

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LAMPASAS ANIMAL SHELTER
CITY LOG

July 2020

DATE	INTAKE	SEX	AGE	BREED	COLOR	ADDRESS	NAME	PRECAUTIONS	DISPOSITION	OFFICER
07/17/2020	IMP P10809	F	B	DSH	RED TABBY	1275 S WESTERN		FERAL	EUTH 7-17	131
07/18/2020	IMP P10810	M	B	DSH	RED/WHT TAB	1125 NIX RD	HERCULES	INJURED	DIED 7-20	122
07/21/2020	IMP P10811	M	A	PIT X	BLK/WHT	FIRE DEPT	CARL			131
07/22/2020	IMP P10812	F	A	DMH	RED TABBY	301 W 3RD		FERAL	EUTH 7-22	131
07/23/2020	IMP P10813	F	A	DSH	BLACK	4 DANA		FERAL	EUTH 7-27	131
07/23/2020	IMP P10814	F	B	DSH	BLK/WHT	829 N RIDGE		SICK	EUTH 7-23	131
07/27/2020	IMP P10815	F	SR	TERRIER MIX	BLK/TAN	WALMART PARKING LOT				CITIZEN
07/28/2020	IMP P10816	F	A	PIT MIX	WHITE	1000 E 4TH	WINTER		RTO 7-28	131
07/28/2020	IMP P10817	MN	A	TERRIER MIX	CHOC/WHT	74 SUE ANN	RINGO		RTO 7-28	131
07/28/2020	IMP P10818	FS	A	TERRIER MIX	WHITE MERLE	74 SUE ANN	PAISLEY		RTO 7-28	131
07/28/2020	IMP P10819	F	A	AUSSIE X	WHITE TRI	WALMART PARKING LOT	CROWN		RTO 7-28	CITIZEN
07/29/2020	IMP P10820	M	A	PIT MIX	RED	HEB	AMIGO			CITIZEN
07/29/2020	IMP P10821	F	A	CHIHUAHUA X	BLACK	14 HOLLYWOOD				131
07/29/2020	IMP P10822	M	A	LAB MIX	BLK/WHT	908 N RIDGE				131
07/29/2020	IMP P10823	F	A	DSH	BRN/WHT TAB	310 S WILLIS		FERAL	EUTH 7-31	131
07/30/2020	IMP P10824	F	A	DSH	TORTIE	1275 S WESTERN				131
07/30/2020	IMP P10825	F	A	DSH	BLK/WHT	1006 E AVE H				131
07/30/2020	IMP P10826	F	A	DSH	WHITE/BLACK	310 S WILLIS				131
07/30/2020	IMP P10827	F	A	DSH	BLACK	4 DANA				
07/30/2020	IMP P10828	F	BORN	DSH	WHT/BLK	301 COLLEGE BORN P10825			DIED	130
07/30/2020	IMP P10829	M	BORN	DSH	BLK/WHT	301 COLLEGE BORN P10825			DIED	130
07/31/2020	IMP P10830	F	A	PIT MIX	WHITE	FIRE DEPT	WINTER		RTO 7-31	131
07/31/2020	IMP P10831	F	A	DSH	FLAME POINT	1006 E AVE H		FERAL	EUTH 7-31	131
07/31/2020	IMP P10832	F	B	DSH	TORBIE	1275 S WESTERN				131
07/31/2020	IMP P10833	M	B	AUSSIE X	BLK TRI	8TH AND LIVE OAK	OAKLEY			CITIZEN
07/31/2020	IMP P10834	F	B	AUSSIE X	BLK TRI	8TH AND LIVE OAK	CHERRY	INJURED		CITIZEN
07/31/2020	IMP P10835	F	B	AUSSIE X	BLK TRI	8TH AND LIVE OAK	JUNIPER			CITIZEN
07/31/2020	IMP P10836	F	B	AUSSIE X	BLK TRI	8TH AND LIVE OAK	MAPLE			CITIZEN
07/31/2020	IMP P10837	F	B	LACY MIX	RED	WALMART PARKING LOT		INJURED	EUTH 7-31	CITIZEN
07/31/2020	IMP P10838	M	BORN	DSH	BLK/WHT	301 COLLEGE BORN P10825			DIED	130
07/31/2020	IMP P10839	M	BORN	DSH	BLK/WHT	301 COLLEGE BORN P10825			EUTH	130
07/31/2020	IMP P10840	M	BORN	DSH	BLK/WHT	301 COLLEGE BORN P10825			EUTH	130
07/31/2020	IMP P10841	F	A	PIT MIX	RED/WHT	1213 W AVE B	JUICY			131



Finance/Utility Billing & Collection

MEMO

Date: August 18, 2020

To: Finley deGraffenried, City Manager

From: Yvonne Moreno, Finance Director

RE: Monthly Report for July 2020

Finance Department:

- * Completed/reviewed all journal entries.
- * Worked on budget putting figures in the system.
- * Worked with staff regarding Covid-19 standards for interaction with the public.
- * Accounts Payables processing is on a regular schedule and bills are processed on a weekly basis ensuring that our expenses are stated in a timely manner.
- * All payments for the 2016 CO projects are transferred from TexPool Prime to Bancorp South to cover those invoices. Interest earned for July was \$207.34.
- * Sales Tax for July was \$193,607 which is an increase of 26.58% from July of 2019.
- * Reconciled 18 bank accounts
 - Processed 293 Accounts Payable Checks
 - Processed Bi-Weekly Payroll and Longevity Checks

Utility Department:

- The Electric billing for July 2020 was .46% higher than what was billed in July 2019.
The Water billing for July 2020 was 16.77% higher than what was billed in July 2019.
- July Statistics for the department:

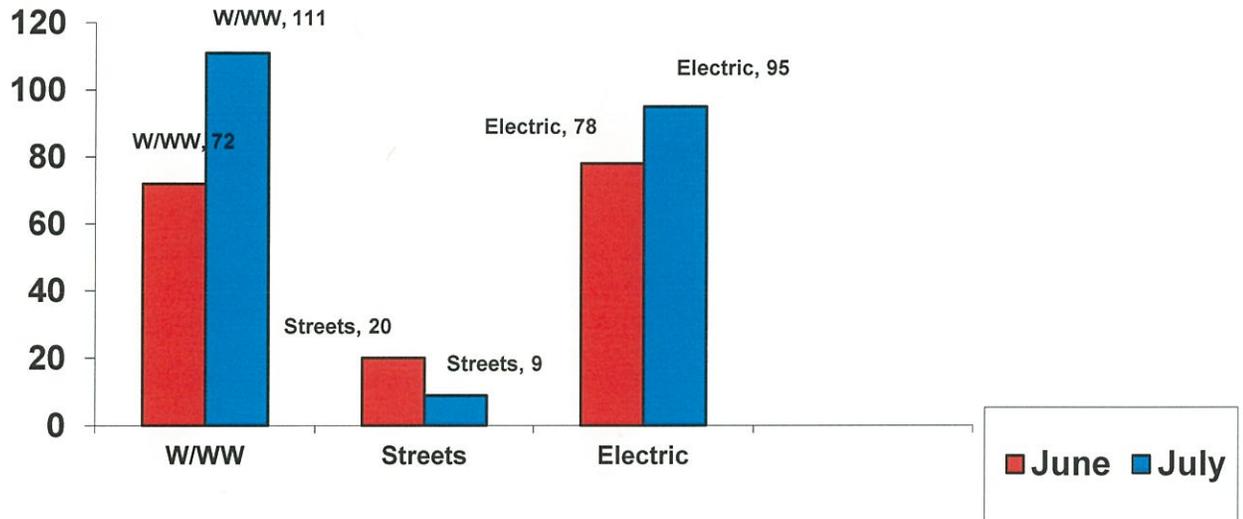
Total Water Customers	3,555
Total Wastewater Customers	2,835
Total Electric Customers	4,968
Residential Garbage Customers	2,726
Connects:	48
Disconnects:	41
Read In/Read Out:	40
Disconnects for Non-Pay:	0



Public Works

AUGUST 2020

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



Work Order Summary:

Received: 215

Completed: 204

Voids: 3

Memo

To: Rickie Roy
From: Flint Geagley
Date: August 6, 2020
Re: July Activities

Electric Department

This month's activities involved:

- Received a total of 95 work orders and completed 94.
- Operations and Maintenance
 1. Removed service to house being demoed
 2. Received 35 line locates
- Connected:
 1. Upgrades – 4
 2. New services – 8
 3. Temps - 3
- Set 20 poles:
 1. replaced 15 poles on the inspection list
 2. set 1 pole to raise service over road
 3. set 4 poles at Horseshoe Fall to upgrade line
- Overtime: Received 11 callouts
 1. Refused transformer - 1
 2. Animal contact - 3
 3. On customer side – 2
 4. Tree limb on line – 4
 5. Replaced transformer – 1
- Activities for the Year 2019 - 2020:
 - Pole Inspection replacement: total 389 poles, have replaced 300 poles
 - Stone Valley: Set poles on Sandstone Cove (70% complete)
 - New Strip Center by Walmart: Have received transformer
 - Brown St Subdivision: rebuilt line on Brown street to remove pole out of entrance to subdivision. Ordered material for underground service (20% complete)
 - New Covenant Church: Have received transformer

To: Rickie Roy
From: Carlos Garcia
Date: Thursday, August 20, 2020
Re: July Monthly

Street Department

Mr. Roy,

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

- 1) Street – Total Work Orders = 9, Total Complete = 9, Total Outstanding = 0, Total Void = 0
- 2) Mowed drains and right away.
- 3) We did patch workorders.
- 4) Tree trimming.
- 5) Line of sights
- 6) Seal coated www cuts

For the month of August, we will be continuing routine road and patching repair. We will be continuing taking care of work orders. Continuing working on line of sights. Mowing and weed eating the drains and right a way.

Monthly Report

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

Water/Wastewater
Department

Summary of Activities

- **Operation of Water Distribution System**
 1. Made 3 new service taps.
 2. Repaired 2 water leaks.
 3. Completed required monthly flushing.
 4. Rerouted 4" water line in cemetery.
 5. Conducted all required water testing; recorded and logged data.

- **Operation of Wastewater Collection System**
 1. Made 1 new sewer tap.
 2. Cleared 5 sewer stoppages.
 3. Completed all monthly lift station checks.
 4. Cleaned Windsor sewer line.

- **Operation of Wastewater Treatment Facility**
 1. Completed all daily checks of equipment and facilities.
 2. Collected all TCEQ required samples for the municipal plant.
 3. Performed all required analysis, recorded and logged data.
 4. Performed all routine maintenance on scheduled equipment.
 5. Removed 275 yds of cake.

- Total Work Orders Completed -101
- Utility Locates -47
- Customer Service Calls -15

Lampasas Economic Development Corporation

From: Mandy Walsh

Re: Staff Report

Date: July 15, 2020



Life Safety Grant

We've received (1) completed application for the Life Safety Grant. The review panel met and discussed the application and grant request. We have sent a letter to the business owner explaining the application was approved, however a couple of the items listed for reimbursement were not considered "life safety improvements" and will not be included in the overall amount granted. The items which were approved included: panic hardware for doors, exit signage and an emergency key box (knox box) for access by first responders if the business owner is not available during an emergency. We have given the application to (3) additional businesses and anticipate seeing another application (or multiple) to review in the coming months.

EDA Grant

As we discussed in June, I am working with Langford Community Management Services on the EDA CARES Act Recovery Assistance grant application to assist in developing Phase 1 of the Business Park. As of now we are compiling information mandatory for the application, and soon I'll begin collecting support letters to include with our submission. We hope to have this application completed by the August LEDC Meeting.

Internet

At this time, (2) internet service providers have submitted applications for attachment to City utility/service poles. It is the City's intention to work concurrently with their design engineers to assess their network route and make-ready requirements, while reviewing their application and negotiating an agreement. Our rep through Local Government Services will be contacting each ISP respectively to negotiate and complete the attachment agreement along with additional items the City is requesting.

Development

The Cherry on Top is moving along with only a few minor items to complete (tile and a/c) and anticipate opening by mid-to-late August.

Lampasas Beer Market is lacking a few plumbing and cosmetic items, but anticipates opening by late July.

Heritage Funeral Home submitted a revised set of plans that will be reviewed internally, then sent off for third-party review as well. The owner has also requested an application for the Life Safety Grant with plans to install a fire suppression system.



The fire marshal recently submitted an RFI to the developer for the project on Hwy 190 with Built Wright Construction. According to the plans submitted, the design of the fire suppression system has been altered and will need to be re-designed and reviewed to pass inspection.

New Covenant Church has gone vertical and plan to have their structural steel inspection soon. The intent of this building is for youth activities and potential expansion of Heritage Daycare.

Former Hwy 281 Café (300 S Hwy 281) is under a remodel and will eventually be a new retail location. We've received the conceptual design, and anticipate receiving a full set of plans soon. Staff plans to meet with the contractor next week.

Silver Creek Assisted Living passed state inspection and is officially open and accepting tenants. They have (3) residents thus far and at full capacity can accommodate up to (42) total residents. They also have an area they cleared along the creek so their residents have a place to fish and enjoy the outdoors.

Envoy Mortgage and Baby J's Children's Boutique got their final inspection in the Marketplace Retail building on S Hwy 281.

Kindred Spa (formerly Interlude Spa) has passed inspection and is open at 205 S Key Ave Suite B near Area Wide Locksmith.

Business Workshops

I met with Melissa Unger last week to discuss small group business workshops we anticipate hosting in the Fall. We plan to break up by areas so the groups aren't too large and we'll be able to space out – downtown merchants, N Key Ave, S Key Ave, E 190, S 281, etc. Our plan is to survey business owners on their top 1-2 topics for workshops and decide from those results, but the topics we've discussed thus far include: Business Plan creation and guidance with an SBD rep; E-Commerce and creating your business website with a web developer (and a few small business owners from other cities that currently have websites and online sales); Funding/Grant resources for small business owners with specific (federal/state) reps with expertise in this area; and presenting Retail Coach data and explaining how it can translate into marketing strategies/developing a Marketing Plan.

Sales Tax

We anticipated a dip in sales tax receipts for the month of July, but once again, we were shocked to see the Comptroller report the City had another increase. There was \$193,607.43 reportedly collected, compared to \$152,956 last year, showing a 26.58% increase.



City of Lampasas

M E M O

To: Mayor and City Council
From: Finley deGraffenried
Re: Manager's Report
Date: 21 August 2020

Heritage Foundation On Wednesday, the Mayor and staff met with representatives of the Lampasas Heritage Foundation to discuss their vision for historic preservation in Lampasas. Although much of the discussion related to the need for private investment, Mr. Fish and Ms. Reynolds outlined opportunities for the City to explore, including possible abatements and relaxing building code and life/safety requirements. Their notes are attached.

Recognition Staff is pleased to report that Becky Sims has received certification as a Texas Registered Municipal Clerk. The Certification Program is both comprehensive and extensive including Municipal Law, Budgeting, Elections, and Public Relations. Ms. Sims has taken courses and attended seminars over the past 5 years, which culminated in her recognition July 31st. Please take the opportunity to congratulate Becky on her accomplishment.

Comp Plan City staff are in the process of scheduling up to four, small group meetings to review recommendations and goal statements for the Comprehensive Plan. Council may recall that prior to the Implementation Chapter/Phase, stakeholders were asked to provide input on the conclusions and recommendations related to input received by the CPAC and from the public through focus groups, surveys and town hall meetings. Staff is hopeful to complete this phase and prepare for final review by the Planning Commission and Council this fall.

Hillside Acres As a follow-up to the Preliminary Plat extension Council approved at the previous meeting, staff also advises that a Development Agreement is being drafted outlining the responsibilities of the developer for utility extensions and construction, bonding, annexation and life/safety. It is staff's hope to have the Agreement prepared for Council consideration at or before approval of the final plat.

KWSC Staff continues to discuss a Wheeling Agreement with staff of the Kempner Water Supply Corporation. The City has finally received meter readings from the KWSC pump station at the Georgetown Tank and will submit a bill for their usage. The City has been characterized as difficult to deal with by KWSC staff, however; governance requires that any utility relationship outside of established policy be approved by City Council; and that the City is constitutionally prohibited from providing gifts to another organization. The City was helpful to KWSC while they were under Administrative Order from TCEQ, however; in retrospect staff regrets the assistance provided.



TEXAS MUNICIPAL CLERKS CERTIFICATION PROGRAM

1155 Union Circle #305067, Denton, Texas 76203-5067
940-565-3488 • 940-565-2012 • <http://municlerks.unt.edu>

August 4, 2020

Becky Sims
Zoning Admin/Assistant City Secretary
City of Lampasas
312 E 3rd St
Lampasas, TX 76550

Dear Becky,

Congratulations! As of July 31, 2020, you have completed all the requirements for certification in the Texas Municipal Clerks Certification Program. You are qualified to use the designation of TRMC as a Texas Registered Municipal Clerk upon receipt of this notification and will receive formal recognition of your accomplishments at the next Annual Texas Municipal Clerks Election Law Seminar to be held in Frisco in January 2021. At that time, you will receive your certificate of graduation.

Again, congratulations on your accomplishment.

Sincerely,

A handwritten signature in cursive script that reads "Miriam Sheehan".

Miriam Sheehan, TRMC
Assistant Director

IMAGINE LAMPASAS

As you drive into Lampasas you see banners waving from the light poles along Key Avenue. They might be celebrating the springs, the historic district, or Spring Ho. You drive across Sulphur Creek and you see a portion of the 8-mile Sulphur Creek Trail that runs from Hancock Springs to Cooper Springs, Hanna Springs, Campbell Park, and ends in Bison Park. The trail not only connects the parks and the springs but the downtown historic district, the 4th Street Church, the Colored School, and the Santa Fe Depot.

When you reach Third Street you see a sign on the left directing drivers to the historic “Silk Stocking Row” and to the right to the “Historic Downtown District.” As you turn right on Third there is an arch over the street promoting the entrance into the oldest area of Lampasas. While driving down Third Street most of the storefronts have been returned to their 1800s facades, the wood is painted and the stone is bright. Again, banners hang from each light pole celebrating the rich heritage of the Lampasas historic district.

Upon entering the square you notice on your left is the beautifully restored Palace Hotel from the 1880s, a boutique hotel with a magnificent lobby with high ceilings, rich wood, and huge arches. When you enter the lobby you notice an elegant dining room and a separate bar area adorned in dark woods and a majestic bar. The hotel features ten unique rooms, all decorated from the period with the grand room on the Southeast corner with views onto the square.

Driving around the square you notice that each light pole has flower baskets hanging, every five parking places is actually a green space with a tree and a bench. Dollar General now has their updated sign, benches and plants adorn their porch, and their window dressing is updated to make it more attractive and a better blend with the historic square. As you drive around the square there is life. The buildings aren't just offices or vacant. There are shops and restaurants, stores that bring people to the square. And on each building is a bronze plaque detailing the history of the building as they have done in Edmond, Oklahoma.

On the Southeast corner of the square sits the old Wieser Feed Mill which has been renovated into a retail and food center featuring a variety of options from antiques, clothes, food, etc. in an industrial setting, similar to the silos in Waco.

As you turn North on Live Oak Street you see the beautifully restored Santa Fe Railroad Depot and historic railyard. Next to the depot sits a 1950 EMD F7 locomotive with two sleeper coaches and a lounge car that serve as a B&B. Across the railyard are several box cars and a dining car sitting next to the warehouse. The warehouse and box cars are part of a health-oriented spa that features a variety of treatments, services utilizing artesian waters, and a healthy dining option where patrons can eat in an authentic dining car or outside the in the railyard.

The Keystone Star Hotel renovations have been completed and opens periodically for tours and events.

Around the corner is the Lampasas Auto Company Museum which was built in the early 1880s, became Texas Trading Company in 1885 and served the wagon trains heading West, and then became Lampasas' first Ford dealership in 1913. The restored museum is open on weekends and features cars dating from 1913.

Driving visitors to Lampasas is the burgeoning wedding business. With venue options ranging from an inexpensive church wedding in the historic 4th Street Church, the newly renovated Hostess House, the 1875 Adelpia, Hidden River, and many others. The hotels are full which boosts the sale tax revenues even higher as visitors shop and dine and the many options now presented to them as well as tour the historic assets and springs that make Lampasas unique. This business is driven by promoting the options and related services directly to the wedding planners.

Is it just a dream? Absolutely not, but it requires support from the City of Lampasas to make it happen. But it also requires significant private investment. And to get that private investment means that the investor must know that the City is supporting that vision – rehabilitating and celebrating the historical assets of Lampasas. Note that everything in this vision is focused on the downtown historic district or connected to it in some way, and yet this vision will drive the economic engine of Lampasas for the future.

So what does the City have to do?

First, adopt a policy that rebuilding and celebrating the past will help build the future of the city.

Second, create or adapt a set of building and fire codes that are directed for historic structures in the historic district. Most of these buildings were constructed before electricity, water, air conditioning, and indoor bathrooms. Applying building codes from 2016 or even 2020 is not only onerous but currently requires altering the historic structure as well as massive costs that are a key deterrent to purchasing a historic building in Lampasas. Cities such as Granbury have turned around a broken down town into a showplace filled with businesses and visitors because they recognized their historical assets and have a pro-restoration policy and building code. Edmond, Oklahoma has done the same thing. At this point there is no consistent application of codes to the restoration of buildings. Create that direction, allow for reasonable exceptions, and get your historic buildings restored and occupied.

Third, make it a policy to quit “talking” and start taking action. Many of the suggestions we have made regarding the parks we have been told have been talked about for years yet nothing has happened. It doesn’t take years to decide to build a trail along Sulphur Creek. My (Andy Fish) mother and father received permission from the City of Austin, hired a bulldozer, and built the first “Hike and Bike Trail” in the country from Pease Park to Gaston Avenue. They mowed the grasses that were taller than my mom, they put tables and benches along the way, and they built bridges where there were washouts. My mom created a map of the trail that talked about the history at different points along the trail that was handed out at different places in the city. They received hundreds of trees and plants from friends that they planted along the trail and watered religiously through the summers. It took a month to build the first trail – it was a lifetime project to make it beautiful. They extended the trail to 31st Street and then past 45th street – all with their own funds. It was that trail that Schwinn Bicycle Company decided to build urban trails around the country and is celebrated every day as one of Austin’s greatest assets. Today, that trail system has been expanded by private contributors and the City of Austin to reach over 30 miles.

Fourth, create a master plan, much like this vision, and make it happen. Decide which projects will require private funds, grants, HOT funds, park funds, and city funds. Create a reasonable time line for that master plan to be completed. No, 10 years and 20 years are not acceptable. You and I won’t be here to enjoy the fruits of our labor. Further, you don’t need to spend thousands of dollars on “experts”

to tell you what you want. Sit down at the table with people with vision, talk through the ideas, decide what projects you want to tackle. If there are projects that the city would rather have private groups adopt, then do it much like you have done with Cooper Springs but hold them accountable. Instead of spending money on random projects, creating a comprehensive plan and funding that plan will drive a coherent result.

Fifth, don't ever considering destroying a historic structure just because it looks bad or seems hopeless. It's not. I've seen hopeless and today it is stunning. Just because a city official may not understand how to rebuild a stone wall, remediate mold, remove asbestos, or rebuild structural integrity doesn't mean that it can't be done – it can. Once that historic structure is gone its not coming back and destroying it simply erodes the historical assets. The Winterstein House is now a showplace in Salado and the Victorian home that once stood at the corner of 5th and Western was loaded up and moved away leaving a vacant lot filled with rubble.

Sixth, and finally, freeze the taxes on the historic properties that are being restored (include certain parameters) for a period of five years to encourage the restoration. Since restoration of the properties are in many cases much more expensive than the purchase price of the building this would allow the owner to recoup some of the cost with no negative impact to the taxing entity during the five years. After that period the property would be reappraised which should provide a dramatically more valuable property that would significantly increase the tax revenue.

There is a new excitement in Lampasas with every project we have undertaken, whether the Keystone Star Hotel, the Adelphia, the Lampasas Auto Company, the improvements at Hanna Springs, the Fourth Street Church, and even the ideas along Sulphur Creek. With our interest in the Fourth Street Church we have engaged both the Hispanic and African American communities and our interest in the Colored School has engaged the African American community in restoration efforts. In the last two years we have had many groups come to Lampasas to see these projects, enjoy the square, visit the historical assets, and learn about the restoration process. Since November 2017 when I purchased the Keystone there have been fourteen historic homes purchased and are being restored or have been restored. The number of people participating in the homes tours is at record levels. Now is the time to build on that enthusiasm.

Today we are experiencing an additional incredible opportunity because of Covid and the disarray of big cities. According to a large real estate firm out of New York, the number of people looking for properties outside of the big city across the country has grown exponentially. Companies and people have learned that they can work remotely. And with that, why would they want the hassles of a big city when they can live and enjoy the lifestyle of a smaller community. Lampasas can absolutely take advantage of that but it requires creating those cultural assets that companies and residents are looking for. If nothing is done, towns such as Burnet, Lockhart, and Marble Falls will get that growth and the window of that opportunity can be lost.

This will not sustain itself simply because a few people are trying to make a difference. It all starts with the City of Lampasas making a statement that they support the recognition, restoration, and celebration of their historical assets. With that commitment the economic engine will be engaged.

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City Manager

ITEM NO. 7.1

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

Subject:

Discussion and possible action regarding Pole Attachment Agreement with Nextlink

Requested By: Finley deGraffenried, City Manager

Submitted By: Rickie Roy, Assistant City Manager

Date Submitted: August 20, 2020

For the Agenda of: August 24, 2020

Procurement and Funding Statement:

Attachments:

Summary Statement:

For approximately 60 days, the City has been negotiating and finalizing applications and agreements for qualified internet service providers “ISP” to construct a fiber to the home network “FTTH” utilizing municipal utility poles. The application and agreement process has been run concurrently to streamline the process and has been conducted, in part, by Local Government Services, in consultation with the City’s Counsel on this matter, Georgia Crump. Due to the length of agreements, they are provided under separate cover. The ISPs have provided a majority of documentation required within the Application, and have agreed to the terms in the Agreements; and therefore, staff seeks the latitude to finalize the Agreements conditional upon requirements of the Application being complete.

Recommendation:

To recommend a motion to authorize the City Manager to negotiate and finalize Pole Attachment Agreement upon submission of Application requirements.

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City Manager

ITEM NO. 7.2

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

Subject:

Discussion and possible action regarding Pole Attachment Agreement with Roll Call.

Requested By: Finley deGraffenried, City Manager

Submitted By: Rickie Roy, Assistant City Manager

Date Submitted: August 20, 2020

For the Agenda of: August 24, 2020

Procurement and Funding Statement:

Attachments:

Summary Statement:

For approximately 60 days, the City has been negotiating and finalizing applications and agreements for qualified internet service providers "ISP" to construct a fiber to the home network "FTTH" utilizing municipal utility poles. The application and agreement process has been run concurrently to streamline the process and has been conducted, in part, by Local Government Services, in consultation with the City's Counsel on this matter, Georgia Crump. Due to the length of agreements, they are provided under separate cover. The ISPs have provided a majority of documentation required within the Application, and have agreed to the terms in the Agreements; and therefore, staff seeks the latitude to finalize the Agreements conditional upon requirements of the Application being complete.

Recommendation:

To recommend a motion to authorize the City Manager to negotiate and finalize Pole Attachment Agreement upon submission of Application requirements.

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City Manager

ITEM NO. 7.3

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

Subject:

Discussion and possible action regarding the lease of 40 Electric Yamaha rental carts and 2 Gasoline Yamaha utility carts at Hancock Park G.C.

Requested By: Van Berry

Submitted By: Van Berry

Date Submitted: 8/18/20

For the Agenda of: 8/24/20

Procurement and Funding Statement:

This item is budgeted in the 2020-2021 Budget (26-510-5376 – Equipment Lease). Annual lease for the 40 Yamaha Electric Carts is \$35,712.00 and the annual lease for the 2 Yamaha Gasoline utility carts is 2,877.60. Total Annual Lease for both is \$38,589.60

Attachments: See Attached Quote

Summary Statement:

This is a 36-month lease for 40 Yamaha Electric Golf Carts and 2 Yamaha Gasoline Utility Carts. This item is budgeted in the 2020-2021 budget; the annual lease for both items is \$38,589.60. Hancock Park Golf Course has been leasing Yamaha golf carts for approximately 20 years; Yamaha makes a very good reliable golf cart. We have had little to no problems with them over the years and when we have had issues their service technician is always available to repair the problem.

Recommendation:

Staff recommends the approval of the lease of 40 Yamaha Electric Carts and 2 Yamaha Gasoline Utility Carts to The Yamaha Golf Car Company.

Proposal Expressly Prepared For:

**Hancock Park Golf Course –
City of Lampasas**

Attn: Van Berry



Prepared By:
JT Carney
District Sales Manager
Yamaha Golf-Car Company
4/29/2020



Equipment Details

Equipment Quoted:

- (40) 2021 Yamaha Drive² Quietech EFI Fleet Golf Cars
- (40) 2021 Yamaha Drive² AC Electric Fleet Golf Cars
- (2) 2021 Yamaha UMax One Utility Unit

Color Options Included:

- **Fleet:** Sunstone (Beige)

Optional Equipment Included (Fleet)

- Hinged Windshield
- Fleet Numbers
- USB Ports

Yamaha's Factory Direct Service

Yamaha Golf Car Company's Fleet Service Technician, Phillip Moore will complete all warranty service on your fleet of Golf Cars. I'm sure you will enjoy the benefits of having Phillip to service your current fleet of cars along with his professionalism during course visits. For any service needs please call Phillip at (512) 539-8011.



Limited 4-Year Warranty for Drive² Golf Car

Yamaha Golf-Car Company hereby warrants that any new Yamaha DRIVE² Gas or DRIVE² Electric golf car purchased from Yamaha, or an Authorized Dealer or Distributor in the United States will be free from defects in material and workmanship for FOUR years from date of purchase, subject to the stated limitations. DURING THE PERIOD OF WARRANTY, any authorized Yamaha golf car service technician, dealer, or distributor will, free of charge, repair or replace, at Yamaha's option, any part adjudged defective by Yamaha due to faulty workmanship or material from the factory. Parts used in warranty repairs will be warranted for the balance of the vehicle's warranty period. All parts replaced under warranty become property of Yamaha Golf-Car Company.

Common Parts		Electric Car (DC or AC motor) Specific	
Frame	Limited Lifetime to Original Owner	Battery - Trojan ' T875 ' with HydroLink Watering System	4 Years or 25,000 amp-hours whichever comes first <small>*Detailed condition on the next page</small>
Transaxle	4 Years	Electric Motor	4 Years
Pedals	3 Years	Motor Controller / Charger	4 Years
Brakes (excluding shoes / pads)	4 Years	Charger Cord	4 Years
Electrical wires, switches, and relays	3 Years	Charger Receptacle	4 Years
Suspension / Steering components	4 Years	Throttle Position Sensor	2 Years
Seats	2 Years	GAS Car (Quietech and Carb) specific	
Sun Top	4 Years	Exhaust / Intake / Generator	4 Years
Bumpers / Body Parts	3 Years	Gas Engine	4 Years
Floor Mats	2 Years	Throttle Cables / Controls	3 Years
Scorecard Holders	2 Years	Battery	1 Years
Bag Carrier	3 Years	Clutch (excluding drive belt)	4 Years
Common Accessories		All Remaining Parts	1 Years
Windshield	3 Years		
Sand Bottle / Sand Bottle / Cooler	3 Years		
Information Holder / Bag Cover	3 Years		

EXCLUSIONS from this Warranty shall include any failures caused by:

- Abnormal strain, neglect, or abuse, including lack of proper maintenance, and use contrary to the Owner's Manual instructions.
- Accident or collision damage.
- Installation of parts or accessories that are not original equipment.
- Fading, rust, or deterioration due to exposure or ordinary wear and tear.
- Modifications or alterations that affect the car's condition, operation, performance, or durability, or which makes the car serve a purpose other than use as a two-person, golf course vehicle.
- Damage due to improper transportation.
- Acts of God, i.e. lightning, hail damage, flooding, fire, etc.

This Limited Warranty does not cover any parts replaced due to normal wear or routine maintenance, including oil and air filter elements, brake shoes, tire wear, spark plugs, starter and clutch drive belts. Any charges incurred in transporting a golf car or charger to and from an authorized Yamaha golf car dealer for service or in performing field service are also excluded from this warranty. Gasoline powered golf car starting batteries on vehicles equipped with a golf course GPS device, or any other device with a parasitic current draw, unless the vehicle is equipped from the factory with an optional deep cycle starting battery, are also excluded from this warranty.

THE CUSTOMER'S RESPONSIBILITY under this warranty shall be to operate and maintain the golf car and charger as specified in the appropriate Owner's/Operator's Manual, and give notice to an authorized Yamaha golf car dealer of any and all apparent defects within ten (10) days after discovery, and make the vehicle or charger available at that time for inspection and repairs by the dealer's authorized representative.

WARRANTY TRANSFER: Any transfer of warranty must take place within the first three years of the original in-service date of the vehicle. The vehicle must be re-registered by an authorized Yamaha Golf-Car Dealer within 30 days of transfer. A fee may be charged for the transfer of the warranty. Yamaha Golf-Car Company makes no other warranty of any kind, expressed or implied. All implied warranties of merchantability and fitness of merchantability and fitness for a particular purpose which exceed the obligations and time limits stated in this warranty are hereby disclaimed by Yamaha Golf-Car Company and excluded from this Warranty. Some states do not allow limitations on how long implied warranty lasts, so the above limitation may not only apply to you. Also excluded from this Warranty is any incidental or consequential damages including loss of use. Some states do not allow the exclusion or limitation of incidental or consequential damages, so the above exclusion may not apply to you. This Warranty give you specific legal rights, and you may also have other rights, which vary, from state to state.

I have read and agree to the above conditions set forth in the Golf-Car Warranty _____ (Initial)

DRIVE²



Equipment Maintenance Schedule

While Yamaha Golf-Car Company maintains a network of reliable service providers that are willing and able to assist you at any time, the following are best practices that will ensure that your golf car fleet stays in optimum working condition, cutting down on the need of service assistance:

Daily Safety Checklist:

- Visually inspect all equipment for damage. Be sure all nuts, bolts, and screws are tight.
- Insure that all warning and instruction labels are on equipment and in good condition.
- Check equipment for proper and safe operation.
- Maintain a proper tire pressure of 18 psi for gas cars, and 22 psi for electric cars.
- Check drive unit, transmission, engine, and fuel system (gasoline equipment) for leaks.

Daily Performance Inspection:

- *Forward/Reverse Switch:* Check for proper operation.
- *Brakes:* Be sure brakes function properly.
- *Parking Brake:* When latched, the parking brake should lock the wheels and hold the vehicle stationary.
- *Reverse Buzzer:* The reverse buzzer will sound as a warning when the forward/reverse handle or switch is in the reverse position.

Daily Maintenance:

- Remove trash from bag well, floorboard, dash compartment, and drink holders.
- Wash exterior of equipment, including seats and bag well. Do not pressure wash.
- Wash engine compartment. Avoid all electrical components and connections. Do not pressure wash.
- Keep equipment clean with damp cloth.
- Change or repair flat tires.
- *Fuel:* Check fuel level.
- *Engine:* Check for proper engine oil level.
- *Battery:* Check battery post; wires should be tight and free of corrosion, and battery should be fully charged.

Monthly Maintenance:

- *Engine:* Check engine cooling air intake; clean if necessary. Visually inspect the unshrouded area around the engine exhaust for grass and debris; clean if necessary.
- *Tires:* Check air pressure and adjust as necessary.

I have read and understand the above Equipment Maintenance Schedule _____ (Initial)



Terms and Conditions for Returning Vehicles or Trades

Sole Responsibility, if applicable:

Hancock Park agrees to accept sole responsibility for any loss or damage to its returned cars beyond ordinary wear due to normal use. The returned cars must meet the following conditions:

- 1.) All cars must be free of all liens and encumbrances.
- 2.) All cars must be capable of running at least nine (9) holes of golf.
- 3.) All cars must be the same quantity and year model as originally evaluated.
- 4.) All cars must be clean, and free of trash, scorecards, pencils, tees, etc.
- 5.) All cars must have a working charger.
- 6.) All cars must have four (4) serviceable tires that retain proper air pressure.
- 7.) All cars must steer properly in all directions.
- 8.) All batteries must be free of corrosion, and properly filled with water.

Furthermore, Hancock Park understands and agrees to further charges being assessed if the below conditions are found upon Yamaha Golf-Car Company's inspection of the returned cars:

- 1.) Severely damaged or missing chargers
- 2.) Inoperable cars
- 3.) Minor damage (damage to bodies, bumpers, or seats)
- 4.) Major damage (frame damage, wrecked cars, etc.)

I have read and agree to the above terms and conditions for returning vehicles and/or trades _____ (Initial)



Pricing Details

New Car Lease Pricing:

- Delivery: October 2020
- 36 Month Lease Term
- BuyBoard Vendor # 3095, Contract # 529-17

Vehicle	# of Cars	Price per Car	Total Monthly Price	Initial Choice
2021 Yamaha Drive ² QuieTech Golf Cars	40	\$69.75	\$2,790.00	
2021 Yamaha Drive ² AC Electric Golf Cars	40	\$74.40	\$2,976.00	
2021 Yamaha UMax One Utility Cars	2	\$119.90	\$239.80	

If the proposal is acceptable under the above terms please sign and date

Accepted by: _____ Date: _____
 Hancock Park – City of Lampasas

Accepted by: *John S. Carney* Date: 4/29/2020
 Yamaha District Sales Manager

Accepted by: _____ Date: _____
 Regional Sales Manager

*** All proposals must be signed and approved by YGC Management*



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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 the Audit Engagement Letter for the City of Lampasas' current fiscal year which began October 1, 2019 and will end September 30, 2020.

Requested By: Yvonne Moreno, Finance Director

Submitted By: Yvonne Moreno, Finance Director

Date Submitted: August 19, 2020 For the Agenda of: August 24, 2020

Procurement and Funding Statement:

Funding will be from the Finance Department's annual operating budget. Cost for the audit is \$28,800, which is an \$800.00 increase from previous year.

Attachments: Engagement letter from Singleton, Clark & Company, PC

Summary Statement:

Preston K. Singleton, CPA, with Singleton, Clark & Company, PC has submitted their engagement letter to perform the Fiscal Year 2020 Financial Audit. Mr. Singleton's firm has prepared the City's audits for a number of years. Preliminary work is expected to begin prior to the end of the current Fiscal Year. The price is primarily driven by the time required by auditing standards to perform governmental audits as well as the requirement to employ qualified staff.

Recommendation:

After review and discussion of engagement letter, please make a motion to approve engagement of Singleton, Clark, & Company, PC to perform Fiscal Year 2020 audit in the amount of \$28,800.00.



SINGLETON, CLARK
& COMPANY, PC CERTIFIED PUBLIC ACCOUNTANTS

May 29, 2020

To the Honorable Mayor and City Council of the
City of Lampasas, Texas

We are pleased to confirm our understanding of the services we are to provide the City of Lampasas, Texas for the year ended September 30, 2020. We will audit the financial statements of the governmental activities, the business-type activities (if any), each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements, of the City of Lampasas, Texas as of and for the year ended September 30, 2020. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the City of Lampasas, Texas's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the City of Lampasas, Texas's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by U.S. generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis
- 2) Schedule of the Entity's Proportionate Share of the Net Pension Liability (if applicable)
- 3) Schedule of Entity Contributions (if applicable)
- 4) Schedule of the Entity's Proportionate Share of the Net OPEB Liability (if applicable)
- 5) Schedule of Entity Contributions (if applicable)

We have also been engaged to report on supplementary information other than RSI that accompanies the City of Lampasas, Texas's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and we will provide an opinion on it in relation to the financial statements as a whole, in a report combined with our auditor's report on the financial statements:

- 1) Combining Schedules of Non-Major Funds
- 2) Budgetary Schedules
- 3) Schedule of Expenditures of Federal Awards (if applicable)

The following other information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements, and our auditor's report will not provide an opinion or any assurance on that other information:

- 1) Transmittal Letter (when applicable)
- 2) Statistical Section (when applicable)

Audit Objectives

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. The objective also includes reporting on—

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will include a paragraph that states that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance report on internal control over compliance will include a paragraph that states that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major program(s) in accordance with the Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. We will issue written reports upon completion of our Single Audit. Our reports will be addressed to the governing body of the City of Lampasas, Texas. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements or noncompliance may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or on major programs.

However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

Audit Procedures—Internal Control

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the City of Lampasas, Texas's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the City of Lampasas, Texas's major programs. The purpose of these procedures will be to express an opinion on the City of Lampasas, Texas's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Other Services

We will also assist in preparing the financial statements, schedule of expenditures of federal awards, and related notes of the City of Lampasas, Texas in conformity with U.S. generally accepted accounting principles and the Uniform Guidance based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statements, schedule of expenditures of federal awards, and related notes services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Management Responsibilities

Management is responsible for (1) designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal awards, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with U.S. generally accepted accounting principles; and for compliance with applicable laws and regulations (including federal statutes) and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance, (3) additional information that we may request for the purpose of the audit, and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others.

In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. Management is also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements, or abuse that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon.

Your responsibilities also include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

You agree to assume all management responsibilities relating to the financial statements, schedule of expenditures of federal awards, and related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, schedule of expenditures of federal awards, and related notes and that you have reviewed and approved the financial statements, schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Engagement Administration, Fees, and Other

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditor's reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditor's reports or nine months after the end of the audit period.

We will provide copies of our reports to the City of Lampasas, Texas; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Singleton, Clark & Company, PC and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to the entity or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Singleton, Clark & Company, PC personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the entity or a federal agency. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

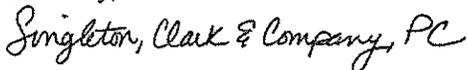
We expect to begin our audit during the summer or fall months of 2020 from our office and with a preliminary interim fieldwork visit to your office, conduct final fieldwork onsite with you in the winter, and to issue our reports no later than 180 days after your fiscal year end. Robert Gattilia is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Our fee for these services is expected to be \$28,800. However, given the nature of an audit and the possibility that unexpected circumstances or conditions may be encountered, such as deficient accounting records or indications of fraud or irregularities, professional standards do not allow us to guarantee minimum audit fees. The above fee is also based on anticipated cooperation from your personnel. If we determine that significant additional time will be necessary to complete the audit, we will discuss it with you in advance and arrive at a new fee amount before we incur the additional time and costs.

Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. Our standard progress billing method is as follows: 30% of fee after completion of audit planning and interim fieldwork, additional 50% of fee after completion of final fieldwork, and final 20% of fee after issuance of our audit report. In accordance with our firm policies, work may be suspended if your account becomes 30 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our reports. You will be obligated to compensate us through the most recent audit phase completed and any additional time incurred on a phase in progress.

We appreciate the opportunity to be of service to the City of Lampasas, Texas and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign below and return the letter to us after making a copy for your records.

Sincerely,



Singleton, Clark & Company, PC

RESPONSE:

This letter correctly sets forth the understanding of the City of Lampasas, Texas.

Management signature: _____

Title: _____

Date: _____

Report on the Firm's System of Quality Control

To the Owners of Singleton, Clark & Company, PC
And the Peer Review Committee of the Texas Society of Certified Public Accountants

We have reviewed the system of quality control for the accounting and auditing practice of Singleton, Clark & Company, PC (the firm) in effect for the year ended September 30, 2017. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including compliance audits under the Single Audit Act.

As part of our review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Singleton, Clark & Company, PC in effect for the year ended September 30, 2017, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Singleton, Clark & Company, PC has received a peer review rating of *pass*.

Bumgardner, Morrison & Company, LLP

BUMGARDNER, MORRISON & COMPANY, LLP

March 29, 2018

Bumgardner, Morrison & Company, LLP
Certified Public Accountants

Members: American Institute of Certified Public Accountants
Texas Society of Certified Public Accountants
AICPA Private Companies Practice Section
AICPA Employee Benefit Plan Audit Quality Center
AICPA Government Audit Quality Center

1501 E Mockingbird Lane, Suite 300
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Victoria, Texas 77903-3750
Phone: 361.575.0271
Fax: 361.578.0880
Website: BMCcpa.com



City Manager

ITEM NO. 7.5

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

Subject:

Discussion and possible action regarding Economic Development Corporation Budget for Fiscal Year 2020-2021.

Requested By: Mandy Walsh, LEDC

Submitted By: Mandy Walsh, LEDC

Date Submitted: August 20, 2020

For the Agenda of: August 24, 2020

Procurement and Funding Statement:

LEDC FY Budget 2020-21

Attachments: LEDC Budget FY 2020-21

Summary Statement:

Lampasas Economic Development Corporation approved the attached budget for FY 2020-21 in their meeting on August 19, 2020.

Recommendation:

To consider a motion to approve the LEDC FY 2020-2021 Budget.

LEDC OPERATING BUDGET
2020-2021 Fiscal Year

Operating Revenues

Account Number	Revenue Description	Actual 2017-2018	Actual 2018-2019	Budget 2019-2020	Projected 2019-2020	Budget 2020-2021
400-4017	Sales Tax	298,357	313,229	301,000	325,000	310,000
	Tax Revenue Subtotal	\$298,357	\$313,229	\$301,000	\$325,000	\$310,000
400-4330	Lease Revenue	210	-	-	-	-
400-4330.01	Lease Revenue (Quonset Hut)	-	-	-	-	-
400-4383	Donations	2,000	2,000	-	2,000	-
	Service Revenue Subtotal	2,210	2,000	-	2,000	-
400-4820	Interest & Dividends	1,925	4,999	4,660	1,400	1,400
400-4821	Interest Note Bachmayer	-	-	-	-	-
400-4830	Sale of fixed Assets	-	-	-	-	-
400-4898	Undesignated Retained Earnings	-	-	-	-	-
400-4999	Miscellaneous Revenues	-	-	-	-	-
	Other Revenue Subtotal	1,925	4,999	4,660	1,400	1,400
	Total LEDC Revenues	302,492	320,228	305,660	328,400	311,400

Operating Expenses

Account Number	Account Description	Actual 2017-2018	Actual 2018-2019	Budget 2019-2020	Projected 2019-2020	Budget 2020-2021
500-5230	Uniforms	\$ -	-	100	-	-
500-5250	Hand Tools & Small Equipment	195	0	-	-	-
500-5265	Computer Software & Equipment	-	0	-	240	250
500-5270	Supplies	174	673	500	200	250
500-5295	Books & Publications	120	130	-	-	-
	Supplies Subtotal	\$ 489	\$ 803	\$ 600	440	500
500-5300	Contract Labor	-	-	-	-	-
500-5320	Telephone Services	1,176	1176	1,176	1,176	1,176
500-5346	Engineering & Surveying Services	-	0	10,000	-	-
599-5355	Insurance - Property	-	-	-	-	-
500-5361	Legal Services	-	0	2,000	1,000	2,500
500-5373	Promotion & Advertising	6,701	3986	7,500	1,500	7,500
500-5388	Taxes on Property (Quonset Hut)	-	-	-	-	-
500-5395	Professional Services	39,393	8538	7,000	15,000	15,000
500-5397	Admin & Overhead	12,000	12000	12,000	12,000	12,000
500-5399	Other Services	-	0	-	-	-
	Contractual Services	59,270	\$ 25,700	\$ 39,676	30,676	38,176
500-5405	Building & Grounds Maintenance	-	0	5,000	-	-
500-5425	Office Equipment Maintenance	1,736	1973	2,065	2,072	2,300
	Maintenance Subtotal	1,736	\$ 1,973	\$ 7,065	2,072	2,300
500-5451	Business Expenses	1,737	503	5,000	800	2,500
500-5452	Travel & Training	4,690	4291	7,500	4,500	6,000
500-5453	Dues & Memberships	775	880	1,000	750	800
500-5499	Economic Development Programs	20,000	20000	40,000	122,000	50,000
	Services Subtotal	27,202	\$ 25,674	53,500	128,050	59,300
500-5610	Depreciation	29,877	29877	-	-	-
	Contingency & Reserves Subtotal	29,877	\$ 29,877	-	-	-
500-5710	Transfer to General Fund	-	0	-	-	-
500-5722	Transfer to Fund 22	47,806	49633	50,011	50,011	50,875
	Transfers Subtotal	47,806	\$ 49,633	50,011	50,011	50,875
500-5800	Principal Payment - 2004 Series/2015 Series	98,509	102103	105,879	105,879	109,912
500-5801	Interest Payment - 2004 Series/2015 Series	55,787	56298	48,929	48,929	44,896
	Debt Service	154,296	\$ 158,401	154,808	154,808	154,808
	Total LEDC Expenses	320,676.00	292,061.00	305,660	366,057	305,959
	Balance	(18,184)	28,167	-	(37,657)	5,441



City ManagerITEM NO. 7.6

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

Subject:

Discussion and possible action regarding location of Skatepark.

Requested By: Chris Eicher, Park and Recreation Director

Submitted By: Chris Eicher, Park and Recreation Director

Date Submitted: August 21, 2020

For the Agenda of: August 24, 2020

Procurement and Funding Statement:

Attachments:

Summary Statement:

Follow up on the proposed location for a Skatepark as discussed in Workshop Session.

Recommendation:

To consider a motion to approve location of proposed Skatepark and allow staff to proceed with planning and developing.

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City ManagerITEM NO. 7.7

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

Subject:

Discussion and possible action regarding Community Garden

Requested By: Janet Crozier

Submitted By: Chris Eicher, Park and Recreation Director

Date Submitted: August 21, 2020

For the Agenda of: August 24, 2020

Procurement and Funding Statement:

Attachments:

Summary Statement:

Follow up on the proposed location for a Community Garden as discussed in Workshop Session

Recommendation:

To consider a motion to approve the location of the proposed Community Garden and allow staff to coordinate the planning and development.

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City Manager

ITEM NO. 7.8

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

Subject:

Discussion to seek permission to move forward with Cardinal Tracking Systems to start implementation of the Cardinal Software project for CAD Mobile to be installed.

Requested By: Sammy Bailey, Police Chief

Submitted by: Sammy Bailey, Police Chief

Date Submitted: 08/21/2020

For the agenda of: August 24, 2020

Procurement and Funding Statement:

2020-2021 budget \$65,000.00.

Attachments: Quote 67310, Quote 68844, Quote 68846, Quote 68847, letter with payment date

Summary Statement:

The Lampasas Police Department seeks approval to move forward with the Cardinal CAD Mobile System project by signature promise from the City of Lampasas that payment for the used attached quotes will be made after October 1, 2020.

Recommendation:

Chief of Police Sammy Bailey recommends the approval for the Lampasas Police Department to move forward with the CAD project with payment to be made after the start of the 2020-2021 budget. The Lampasas Police Department does not want to be without TLETS (state computer system) or cause an overlap of charges from the current Copsync/Kologik software and Cardinal Tracking while new software is being installed and implemented.

Quote

Cardinal Tracking, Inc.

CARDINAL Cardinal Tracking, Inc.
 1825 Lakeway Dr Suite 100
 Lewisville, TX 75057-6046
 Phone: 972-539-9650
 Fax: 972-539-8914

Order #	Date
67310	05/28/2020



Bill To:
CITY OF LAMPASAS 301 E. FOURTH ST LAMPASAS, TX 76550

Ship To:
CITY OF LAMPASAS 301 E. FOURTH ST LAMPASAS, TX 76550

Customer: LAMPASAS, CITY OF

Contact: Lt. Chuck Montgomery

- Notes:** - This quote outlines initial first-year costs for the indicated Cardinal software and/or hardware.
 - Beginning Year 2, the annual Licensing/Maintenance cost to retain the system is 18% of the original software price shown on this estimate before discounts.
 - \$63,145.00 software/licensing * 18% = \$11,366.10 additional annual Licensing/Maintenance, beginning Year 2. This includes unlimited support and updates.
 - This is in addition to Licensing/Maintenance already being paid by the City of Lampasas for existing Cardinal software currently in-use by the police department (\$3,509.10 annually)

Sales Rep	Payment Terms	FOB Point	Carrier	Ship Service	Date Scheduled
ML	Net 30	Origin	UPS Ground		06/01/2020

Item #	Type	Number / Description	Unit Price	Qty Ordered	Total Price
1	Sale	B228 - CAD Computer Aided Dispatch Base System Tier 2	\$9,295.00	1 ea	\$ 9,295.00
2	Sale	B229 - CAD Multi-User License Tier 2 - For a total of 4 multi-user concurrent licenses (4 in-office administrative staff can be logged in and using the CAD system at the same time).	\$495.00	4 ea	\$ 1,980.00
3	Sale	B231 - CAD State/National Database (TLETS) Interface Tier 2 - Optional module. Allows in-office CAD911 users to have automated access through Cardinal's CAD911 system to TLETS/NLETS without having to go through OpenFox.	\$3,995.00	1 ea	\$ 3,995.00
4	Sale	B245 - MobileCite Base System Tier 2 - Citation module included free-of-charge with MobileCite	\$3,795.00	1 ea	\$ 3,795.00
5	Sale	B246 - MobileCite Multi-User License Tier 2 - For a total of 1 multi-user concurrent licenses (1 in-office administrative staff can be logged in and using the MobileCite system at the same time).	\$275.00	1 ea	\$ 275.00
6	Sale	B970 - MobileCite Laptop Client Software - Using existing Brother RJ430 Printers	\$775.00	16 ea	\$ 12,400.00
7	Sale	TA100 - TTScan - The TTScan service allows for the upload of ticket information from the in-car computers to the system network server when connectivity is established.	\$175.00	16 ea	\$ 2,800.00
8	Sale	CT113 - Court Generic XML Collections Export Module Tier2 - This export provides an interface between the MobileCite system and the Incode Court System.	\$2,295.00	1 ea	\$ 2,295.00
9	Sale	M805 - Badge MobileLink CAD Server Software	\$9,995.00	1 ea	\$ 9,995.00

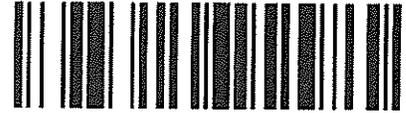
Quote

CARDINAL

Cardinal Tracking, Inc.

Cardinal Tracking, Inc.
 1825 Lakeway Dr Suite 100
 Lewisville, TX 75057-6046
 Phone: 972-539-9650
 Fax: 972-539-8914

Order #	Date
67310	05/28/2020



Item #	Type	Number / Description	Unit Price	Qty Ordered	Total Price
10	Sale	M806 - Badge MobileLink CAD Laptop/Desktop Client Software	\$995.00	16 ea	\$ 15,920.00
11	Sale	M820 - MobileLink to MobileCite Interface	\$395.00	1 ea	\$ 395.00
12	Subtotal	Software Subtotal			\$ 63,145.00
13	Discount	Disc - 40% - #StrongTogether Special			-\$ 25,258.00
14	Sale	CODE200 - CODE 2D READER VEHICLE KIT- DARK GRAY, 3FT STRAIGHT USB CABLE, (INCLUDES 50 STATE DL LICENSE)	\$325.00	16 ea	\$ 5,200.00
15	Subtotal	Hardware Subtotal			\$ 5,200.00
16	Sale	GPS137 - US FLEET GPS NT-V4 TRACKING DEVICE 4G LTE HARD WIRED 4 INPUTS & 3 OUTPUTS - Lampasas will work directly with US Fleet and be billed directly by US Fleet. Because of this, US Fleet is not charging for the hardware devices.	\$0.00	16 ea	\$ 0.00
17	Sale	GPS123 - US FLEET ACTIVATION FEE PER DEVICE - Lampasas will work directly with US Fleet and be billed directly by US Fleet. Because of this, US Fleet is waiving the activation fee for each device.	\$0.00	16 ea	\$ 0.00
18	Sale	GPS122 - US FLEET GPS 10 SECOND UPDATES - Lampasas will work directly with US Fleet for AVL and be billed directly by US Fleet. Because of this, US Fleet is offering a price of \$22.50 per month for each device subscription. Subscription: 16 units X 12 months = 192.	\$22.50	192 ea	\$ 4,320.00
19	Sale	GPS135 - US FLEET CAD CALL MAPPING (MONTHLY PER AVL UNIT) - Monthly subscription pricing. Subscription: 16 units X 12 months = 192. This service is provided on the Cardinal side, not the US Fleet side.	\$8.00	192 ea	\$ 1,536.00
20	Subtotal	US Fleet AVL Subtotal			\$ 5,856.00
21	Sale	BT110 - Badge Terminal Services Integration - Allows for Badge mobile real-time access on in-car computers. No TLETS access. Your IT will need to set up a terminal server. Do not use your existing server for this terminal box, as it will slow down your internal users of Badge. IT will need to get the terminal licenses from Microsoft.	\$1,500.00	1 ea	\$ 1,500.00
22	Subtotal	Terminal Services Subtotal			\$ 1,500.00
23	Sale	CT108 - CAD Remote On-Line Installation	\$500.00	1 ea	\$ 500.00
24	Sale	MCT101A - MobileCite Remote On-Line Installation	\$500.00	1 ea	\$ 500.00
25	Sale	MST101A - MobileLink Remote On-Line Installation	\$500.00	1 ea	\$ 500.00
26	Subtotal	Installation Subtotal			\$ 1,500.00
27	Sale	CT101 - CAD On-Site Training (Per Day)	\$1,000.00	1 ea	\$ 1,000.00
28	Sale	MCT101 - MobileCite On-Site Training (Per Day)	\$1,000.00	1 ea	\$ 1,000.00
29	Sale	MST101 - MobileLink On-Site Training (Per Day)	\$1,000.00	1 ea	\$ 1,000.00
30	Subtotal	On-Site Training/Travel/Living Expenses Subtotal			\$ 3,000.00

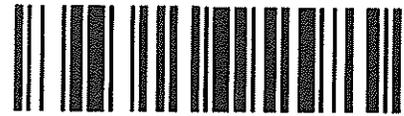
Quote

CARDINAL

Cardinal Tracking, Inc.

Cardinal Tracking, Inc.
 1825 Lakeway Dr Suite 100
 Lewisville, TX 75057-6046
 Phone: 972-539-9650
 Fax: 972-539-8914

Order #	Date
67310	05/28/2020



Item #	Type	Number / Description	Unit Price	Qty Ordered	Total Price
31	Credit Return	B208 - Citation Module Tier 2 - Included at no-cost with MobileCite	(\$1,995.00)	1 ea	-\$ 1,995.00
32	Credit Return	B212 - Badge Dispatch Module Tier 2 - Included at no cost with CAD 911	(\$1,995.00)	1 ea	-\$ 1,995.00
33	Subtotal	Credits Subtotal - Badge Modules			-\$ 3,990.00
34	Sale	BST110 - Public Safety Users Conference One (1) Free Registration (valid 2 years from implementation)	\$0.00	1 ea	\$ 0.00

Subtotal: \$50,953.00
Sales Tax: \$0.00
Total: \$50,953.00

Approval: _____ Date: _____

*****Quotes pricing is valid for 60 Days*****

PLEASE NOTE: "Hardware will be invoiced when shipped". **Shipping** charges are prepaid and billed at time of shipment."

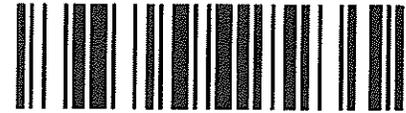
"The remaining items will be invoiced at install or 60 days from the Order Issue Date, whichever comes first."

Quote

CARDINAL Cardinal Tracking, Inc.

CARDINAL Cardinal Tracking, Inc.
 1825 Lakeway Dr Suite 100
 Lewisville, TX 75057-6046
 Phone: 972-539-9650
 Fax: 972-539-8914

Order #	Date
68844	05/28/2020



Bill To:
CITY OF LAMPASAS 301 E. FOURTH ST LAMPASAS, TX 76550

Ship To:
CITY OF LAMPASAS 301 E. FOURTH ST LAMPASAS, TX 76550

Customer: LAMPASAS, CITY OF

Contact: Chief Jeff Smith

- Notes:**
- This quote outlines initial first-year costs for the indicated Cardinal software and/or hardware.
 - Beginning Year 2, the annual Licensing/Maintenance cost to retain the system is 18% of the original software price shown on this estimate before discounts.
 - \$2,295.00 software/licensing * 18% = \$413.10 additional annual Licensing/Maintenance, beginning Year 2. This includes unlimited support and updates.
 - This is in addition to Licensing/Maintenance already being paid by the City of Lampasas for existing Cardinal software currently in-use by the police department as well as any Licensing/Maintenance costs on additional software that has been quoted but not purchased.

Sales Rep	Payment Terms	FOB Point	Carrier	Ship Service	Date Scheduled
ML	Net 30	Origin	UPS Ground		06/01/2020

Item #	Type	Number / Description	Unit Price	Qty Ordered	Total Price
1	Sale	CT114 - CAD Firehouse RMS Export	\$2,295.00	1 ea	\$ 2,295.00
2	Discount	Disc - 40% - #StrongTogether Special			-\$ 918.00

Subtotal: \$1,377.00
Sales Tax: \$0.00
Total: \$1,377.00

Approval: _____ Date: _____

*****Quotes pricing is valid for 60 Days*****

PLEASE NOTE: "Hardware will be invoiced when shipped". **Shipping** charges are prepaid and billed at time of shipment."

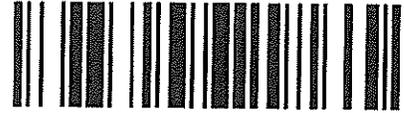
"The remaining items will be invoiced at install or 60 days from the Order Issue Date, whichever comes first."

Quote

CARDINAL Cardinal Tracking, Inc.

CARDINAL Cardinal Tracking, Inc.
 1825 Lakeway Dr Suite 100
 Lewisville, TX 75057-6046
 Phone: 972-539-9650
 Fax: 972-539-8914

Order #	Date
68846	05/21/2020



Bill To:
CITY OF LAMPASAS 301 E. FOURTH ST LAMPASAS, TX 76550

Ship To:
CITY OF LAMPASAS 301 E. FOURTH ST LAMPASAS, TX 76550

Customer: LAMPASAS, CITY OF

Contact: Lt. Chuck Montgomery

Notes: - To be used, if needed.

Sales Rep	Payment Terms	FOB Point	Carrier	Ship Service	Date Scheduled
ML	Net 30	Origin	UPS Ground		06/01/2020

Item #	Type	Number / Description	Unit Price	Qty Ordered	Total Price
1	Sale	275040 - Public Safety Remote Training (Per Day) - This is an optional one day of training on Cardinal public safety software, should it be needed following in-house training.	\$800.00	1 ea	\$ 800.00

Subtotal: \$800.00
Sales Tax: \$0.00
Total: \$800.00

Approval: _____ Date: _____

*****Quotes pricing is valid for 60 Days*****

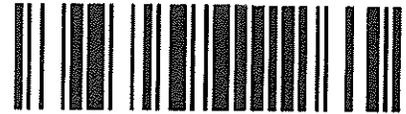
PLEASE NOTE: "Hardware will be invoiced when shipped". **Shipping** charges are prepaid and billed at time of shipment."

"The remaining items will be invoiced at install or 60 days from the Order Issue Date, whichever comes first."

Quote

Cardinal Tracking, Inc.
 CARDINAL Cardinal Tracking, Inc.
 1825 Lakeway Dr Suite 100
 Lewisville, TX 75057-6046
 Phone: 972-539-9650
 Fax: 972-539-8914

Order #	Date
68847	05/21/2020



Bill To:
 CITY OF LAMPASAS
 301 E. FOURTH ST
 LAMPASAS, TX 76550

Ship To:
 CITY OF LAMPASAS
 301 E. FOURTH ST
 LAMPASAS, TX 76550

Customer: LAMPASAS, CITY OF

Contact: Lt. Chuck Montgomery

Notes: - Can be paid annually or in 12 monthly installments of \$475.

Sales Rep	Payment Terms	FOB Point	Carrier	Ship Service	Date Scheduled
ML	Net 30	Origin	UPS Ground		06/01/2020

Item #	Type	Number / Description	Unit Price	Qty Ordered	Total Price
1	Sale	WEB107 - Public Safety Annual Web Hosting - Cloud hosting provided by CJIS Solutions.	\$5,700.00	1 ea	\$ 5,700.00

Subtotal: \$5,700.00
Sales Tax: \$0.00
Total: \$5,700.00

Approval: _____ Date: _____

*****Quotes pricing is valid for 60 Days*****

PLEASE NOTE: "Hardware will be invoiced when shipped". **Shipping** charges are prepaid and billed at time of shipment."

"The remaining items will be invoiced at install or 60 days from the Order Issue Date, whichever comes first."

Cardinal Tracking Public Safety Software 5-Year Pricing Projection - Lampasas, Texas
Assuming Purchase of Quote 67310

Description	1st year	2nd year	3rd year	4th Year	5th Year
Quote 67310 Software: CAD911 Computer-Aided Dispatch Tier 2 System with four (4) admin licenses and TLETS Interface; MobileCite Tier 2 with one (1) admin license and (16) laptop licenses with TTScan, Court Collections Export Module; MobileLink with (16) laptop licenses, MobileLink to MobileCite interface; with 40% discount (annual maintenance cost incurred after Year 1)	\$37,887.00	\$11,366.10	\$11,366.10	\$11,366.10	\$11,366.10
Quote 67310 Hardware*: (16) Code 2D Readers	\$5,200.00	\$0.00	\$0.00	\$0.00	\$0.00
Quote 67310 US Fleet (16) units with activation and monthly 10-second updates. US Fleet unit acquisition and activation will take place directly through US Fleet. Unit hardware and activation for each unit will be \$0 when working directly through US Fleet. 10-second updates is charged monthly for each unit as long as they are in-service.	\$4,320.00	\$4,320.00	\$4,320.00	\$4,320.00	\$4,320.00
Quote 67310 CAD call mapping interface with 16 US Fleet units. This is a Cardinal service that will be charged monthly by Cardinal for each US Fleet unit as long as they are in-service.	\$1,536.00	\$1,536.00	\$1,536.00	\$1,536.00	\$1,536.00
Quote 67310 Terminal Services integration	\$1,500.00	\$0.00	\$0.00	\$0.00	\$0.00
Quote 67310 Software Installation and Training	\$4,500.00	\$0.00	\$0.00	\$0.00	\$0.00
Quote 67310 Credits (Badge Dispatch and Citation Modules)	-\$3,990.00	\$0.00	\$0.00	\$0.00	\$0.00
Annual licensing/maintenance cost for existing Cardinal software already used by City of Lampasas agencies (Badge RMS, 16 admin licenses, Alarm Module, Field Interview Module, Warrants Module, Vehicle Maintenance Module)	\$3,509.10	\$3,509.10	\$3,509.10	\$3,509.10	\$3,509.10
TOTALS	\$54,462.10	\$20,731.20	\$20,731.20	\$20,731.20	\$20,731.20



LAMPASAS POLICE DEPARTMENT

301 East Fourth Street • Lampasas, Texas 76550
512-556-3644 • Fax: 512-556-2838 • email: police@ci.lampasas.tx.us



Sammy Bailey
Chief of Police

Jody Cummings
Asst. Chief of Police

August 21, 2020

Cardinal Tracking, Inc.
1825 Lakeway Dr. Suite 100
Lewisville, Texas 75057-6046

Ref: Quotes 67310, 68844, 68846, 68847

Cardinal Tracking,

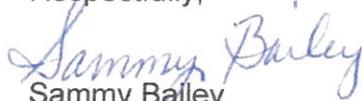
The City of Lampasas Police Department appreciates that you will accept signatures from the City of Lampasas for referenced quotes based on the Lampasas Police Department's longevity of customer relationship with Cardinal Tracking.

Cardinal Tracking's software and continued outstanding customer service is why we wish to include the Cardinal CAD mobile software system to our department.

Please find attached the signed approval of order # 67310, 68844, 68846 and 68847.

The City of Lampasas will honor this agreement and allow the Lampasas Police Department to move forward with this project immediately with payment to be made within 60 days of October 1, 2020, the start of the 2020-2021 budget.

Respectfully,


Sammy Bailey
Chief of Police

CITY OF
LAMPASAS
TEXAS



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August 19, 2020

To The Honorable Mayor and City Council

Re: Update to Atmos Energy Corporation's Rate Tariffs

Dear Mayor and City Council,

Please find enclosed revised tariffs required to implement the GRIP rates effective September 1, 2020. These tariffs include: R-Residential Sales, C-Commercial Sales, I-Industrial Sales, T-Transportation Sales and Rider WNA. These tariffs reflect the delayed implementation effective date of September 1, 2020 in response to the COVID-19 pandemic. This filing is for informational purposes only and no action is required on your part.

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

Sincerely,

A handwritten signature in black ink that reads "Chris Felan".

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

Enclosures:
Rate Schedule R- Residential
Rate Schedule C- Commercial
Rate Schedule I- Industrial
Rate Schedule T- Transportation
Rider WNA

Atmos Energy Corporation
P.O. Box 223705
Dallas, TX 75222-3705
P 214-206-2568 | F 214-206-2126
Christopher.Felan@atmosenergy.com

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RATE SCHEDULE:	R – RESIDENTIAL SALES	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION IN THE ATMOS TEXAS MUNICIPALITIES COALITION ("ATM")	
EFFECTIVE DATE:	Bills Rendered on or after 09/01/2020	

Application

Applicable to Residential Customers for all natural gas provided at one Point of Delivery and measured through one meter.

Type of Service

Where service of the type desired by Customer is not already available at the Point of Delivery, additional charges and special contract arrangements between Company and Customer may be required prior to service being furnished.

Monthly Rate

Customer's monthly bill will be calculated by adding the following Customer and Ccf charges to the amounts due under the riders listed below:

Charge	Amount
Customer Charge per Bill	\$ 18.85 per month
Rider CEE Surcharge	\$ 0.05 per month ¹
Interim Rate Adjustment ("IRA")	\$ 7.55 per month ²
Total Customer Charge	\$ 26.45 per month
Commodity Charge – All <u>Ccf</u>	\$0.14846 per Ccf

Gas Cost Recovery: Plus an amount for gas costs and upstream transportation costs calculated in accordance with Part (a) and Part (b), respectively, of Rider GCR.

Weather Normalization Adjustment: Plus or Minus an amount for weather normalization calculated in accordance with Rider WNA.

Franchise Fee Adjustment: Plus an amount for franchise fees calculated in accordance with Rider FF. Rider FF is only applicable to customers inside the corporate limits of any incorporated municipality.

Tax Adjustment: Plus an amount for tax calculated in accordance with Rider TAX.

Surcharges: Plus an amount for surcharges calculated in accordance with the applicable rider(s).

Agreement

An Agreement for Gas Service may be required.

Notice

Service hereunder and the rates for services provided are subject to the orders of regulatory bodies having jurisdiction and to the Company's Tariff for Gas Service.

¹Reference Rider CEE - Conservation and Energy Efficiency as approved in GUD 10170. Surcharge billing effective July 1, 2019.
²2018 IRA - \$2.84, 2019 IRA - \$4.71.

MID-TEX DIVISION
 ATMOS ENERGY CORPORATION

RATE SCHEDULE:	R – RESIDENTIAL SALES	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION IN THE ATMOS TEXAS MUNICIPALITIES COALITION (“ATM”)	
EFFECTIVE DATE:	Bills Rendered on or after 09/01/2020	

Exhibit A

Cities in the Atmos Texas Municipalities Coalition:

AUSTIN	STAR HARBOR
BALCH SPRINGS	TRINIDAD
BANDERA	WHITNEY
BELTON	
BLOOMING GROVE	
BURNET	
CAMERON	
CEDAR PARK	
CLIFTON	
COMMERCE	
COPPERAS COVE	
CORSICANA	
ELECTRA	
FREDERICKSBURG	
GATESVILLE	
GOLDTHWAITE	
GRANBURY	
GREENVILLE	
GROESBECK	
HAMILTON	
HEATH	
HENRIETTA	
HICKORY CREEK	
HICO	
HILLSBORO	
LAMPASAS	
LEANDER	
LONGVIEW	
MARBLE FALLS	
MART	
MEXIA	
OLNEY	
PFLUGERVILLE	
POINT	
PRINCETON	
RANGER	
RICE	
RIESEL	
ROCKDALE	
ROGERS	
ROUND ROCK	
SAN ANGELO	
SANGER	
SOMERVILLE	

MID-TEX DIVISION
ATMOS ENERGY CORPORATION

RATE SCHEDULE:	C – COMMERCIAL SALES	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION IN THE ATMOS TEXAS MUNICIPALITIES COALITION ("ATM")	
EFFECTIVE DATE:	Bills Rendered on or after 09/01/2020	

Application

Applicable to Commercial Customers for all natural gas provided at one Point of Delivery and measured through one meter and to Industrial Customers with an average annual usage of less than 30,000 Ccf.

Type of Service

Where service of the type desired by Customer is not already available at the Point of Delivery, additional charges and special contract arrangements between Company and Customer may be required prior to service being furnished.

Monthly Rate

Customer's monthly bill will be calculated by adding the following Customer and Ccf charges to the amounts due under the riders listed below:

Charge	Amount
Customer Charge per Bill	\$ 43.50 per month
Rider CEE Surcharge	\$ 0.02 per month ¹
Interim Rate Adjustment ("IRA")	\$ 23.28 per month ²
Total Customer Charge	\$ 66.80 per month
Commodity Charge – All Ccf	\$ 0.09165 per Ccf

Gas Cost Recovery: Plus an amount for gas costs and upstream transportation costs calculated in accordance with Part (a) and Part (b), respectively, of Rider GCR.

Weather Normalization Adjustment: Plus or Minus an amount for weather normalization calculated in accordance with Rider WNA.

Franchise Fee Adjustment: Plus an amount for franchise fees calculated in accordance with Rider FF. Rider FF is only applicable to customers inside the corporate limits of any incorporated municipality.

Tax Adjustment: Plus an amount for tax calculated in accordance with Rider TAX.

Surcharges: Plus an amount for surcharges calculated in accordance with the applicable rider(s).

Agreement

An Agreement for Gas Service may be required.

Notice

Service hereunder and the rates for services provided are subject to the orders of regulatory bodies having jurisdiction and to the Company's Tariff for Gas Service.

¹ Reference Rider CEE - Conservation and Energy Efficiency as approved in GUD 10170. Surcharge billing effective July 1, 2019.

² 2018 IRA - \$8.74, 2019 IRA - \$14.54.

MID-TEX DIVISION
 ATMOS ENERGY CORPORATION

RATE SCHEDULE:	C -- COMMERCIAL SALES	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION IN THE ATMOS TEXAS MUNICIPALITIES COALITION ("ATM")	
EFFECTIVE DATE:	Bills Rendered on or after 09/01/2020	

Exhibit A

Cities in the Atmos Texas Municipalities Coalition:

AUSTIN	STAR HARBOR
BALCH SPRINGS	TRINIDAD
BANDERA	WHITNEY
BELTON	
BLOOMING GROVE	
BURNET	
CAMERON	
CEDAR PARK	
CLIFTON	
COMMERCE	
COPPERAS COVE	
CORSICANA	
ELECTRA	
FREDERICKSBURG	
GATESVILLE	
GOLDTHWAITE	
GRANBURY	
GREENVILLE	
GROESBECK	
HAMILTON	
HEATH	
HENRIETTA	
HICKORY CREEK	
HICO	
HILLSBORO	
LAMPASAS	
LEANDER	
LONGVIEW	
MARBLE FALLS	
MART	
MEXIA	
OLNEY	
PFLUGERVILLE	
POINT	
PRINCETON	
RANGER	
RICE	
RIESEL	
ROCKDALE	
ROGERS	
ROUND ROCK	
SAN ANGELO	
SANGER	
SOMERVILLE	

MID-TEX DIVISION
ATMOS ENERGY CORPORATION

RATE SCHEDULE:	I – INDUSTRIAL SALES	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION IN THE ATMOS TEXAS MUNICIPALITIES COALITION (“ATM”)	
EFFECTIVE DATE:	Bills Rendered on or after 09/01/2020	

Application

Applicable to Industrial Customers with a maximum daily usage (MDU) of less than 3,500 MMBtu per day for all natural gas provided at one Point of Delivery and measured through one meter. Service for Industrial Customers with an MDU equal to or greater than 3,500 MMBtu per day will be provided at Company's sole option and will require special contract arrangements between Company and Customer.

Type of Service

Where service of the type desired by Customer is not already available at the Point of Delivery, additional charges and special contract arrangements between Company and Customer may be required prior to service being furnished.

Monthly Rate

Customer's monthly bill will be calculated by adding the following Customer and MMBtu charges to the amounts due under the riders listed below:

Charge	Amount
Customer Charge per Meter	\$ 784.00 per month
Interim Rate Adjustment (“IRA”)	\$ 417.73 per month ¹
Total Customer Charge	\$ 1,201.73 per month
First 0 MMBtu to 1,500 MMBtu	\$ 0.3312 per MMBtu
Next 3,500 MMBtu	\$ 0.2425 per MMBtu
All MMBtu over 5,000 MMBtu	\$ 0.0520 per MMBtu

Gas Cost Recovery: Plus an amount for gas costs and upstream transportation costs calculated in accordance with Part (a) and Part (b), respectively, of Rider GCR.

Franchise Fee Adjustment: Plus an amount for franchise fees calculated in accordance with Rider FF. Rider FF is only applicable to customers inside the corporate limits of any incorporated municipality.

Tax Adjustment: Plus an amount for tax calculated in accordance with Rider TAX.

Surcharges: Plus an amount for surcharges calculated in accordance with the applicable rider(s).

Curtailment Overpull Fee

Upon notification by Company of an event of curtailment or interruption of Customer's deliveries, Customer will, for each MMBtu delivered in excess of the stated level of curtailment or interruption, pay Company 200% of the midpoint price for the Katy point listed in *Platts Gas Daily* published for the applicable Gas Day in the table entitled “Daily Price Survey.”

¹ 2018 IRA - \$155.80, 2019 IRA - \$261.93.

MID-TEX DIVISION
ATMOS ENERGY CORPORATION

RATE SCHEDULE:	I – INDUSTRIAL SALES	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION IN THE ATMOS TEXAS MUNICIPALITIES COALITION (“ATM”)	
EFFECTIVE DATE:	Bills Rendered on or after 09/01/2020	

Replacement Index

In the event the “midpoint” or “common” price for the Katy point listed in *Platts Gas Daily* in the table entitled “Daily Price Survey” is no longer published, Company will calculate the applicable imbalance fees utilizing a daily price index recognized as authoritative by the natural gas industry and most closely approximating the applicable index.

Agreement

An Agreement for Gas Service may be required.

Notice

Service hereunder and the rates for services provided are subject to the orders of regulatory bodies having jurisdiction and to the Company’s Tariff for Gas Service.

Special Conditions

In order to receive service under Rate I, Customer must have the type of meter required by Company. Customer must pay Company all costs associated with the acquisition and installation of the meter.

MID-TEX DIVISION
 ATMOS ENERGY CORPORATION

RATE SCHEDULE:	I – INDUSTRIAL SALES	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION IN THE ATMOS TEXAS MUNICIPALITIES COALITION (“ATM”)	
EFFECTIVE DATE:	Bills Rendered on or after 09/01/2020	

Exhibit A

Cities in the Atmos Texas Municipalities Coalition:

AUSTIN	STAR HARBOR
BALCH SPRINGS	TRINIDAD
BANDERA	WHITNEY
BELTON	
BLOOMING GROVE	
BURNET	
CAMERON	
CEDAR PARK	
CLIFTON	
COMMERCE	
COPPERAS COVE	
CORSICANA	
ELECTRA	
FREDERICKSBURG	
GATESVILLE	
GOLDTHWAITE	
GRANBURY	
GREENVILLE	
GROESBECK	
HAMILTON	
HEATH	
HENRIETTA	
HICKORY CREEK	
HICO	
HILLSBORO	
LAMPASAS	
LEANDER	
LONGVIEW	
MARBLE FALLS	
MART	
MEXIA	
OLNEY	
PFLUGERVILLE	
POINT	
PRINCETON	
RANGER	
RICE	
RIESEL	
ROCKDALE	
ROGERS	
ROUND ROCK	
SAN ANGELO	
SANGER	
SOMERVILLE	

MID-TEX DIVISION
ATMOS ENERGY CORPORATION

RATE SCHEDULE:	T – TRANSPORTATION	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION IN THE ATMOS TEXAS MUNICIPALITIES COALITION (“ATM”)	
EFFECTIVE DATE:	Bills Rendered on or after 09/01/2020	

Application

Applicable, in the event that Company has entered into a Transportation Agreement, to a customer directly connected to the Atmos Energy Corp., Mid-Tex Division Distribution System (Customer) for the transportation of all natural gas supplied by Customer or Customer’s agent at one Point of Delivery for use in Customer’s facility.

Type of Service

Where service of the type desired by Customer is not already available at the Point of Delivery, additional charges and special contract arrangements between Company and Customer may be required prior to service being furnished.

Monthly Rate

Customer’s bill will be calculated by adding the following Customer and MMBtu charges to the amounts and quantities due under the riders listed below:

Charge	Amount
Customer Charge per Meter	\$ 784.00 per month
Interim Rate Adjustment (“IRA”)	\$ 417.73 per month ¹
Total Customer Charge	\$ 1,201.73 per month
First 0 MMBtu to 1,500 MMBtu	\$ 0.3312 per MMBtu
Next 3,500 MMBtu	\$ 0.2425 per MMBtu
All MMBtu over 5,000 MMBtu	\$ 0.0520 per MMBtu

Upstream Transportation Cost Recovery: Plus an amount for upstream transportation costs in accordance with Part (b) of Rider GCR.

Retention Adjustment: Plus a quantity of gas as calculated in accordance with Rider RA.

Franchise Fee Adjustment: Plus an amount for franchise fees calculated in accordance with Rider FF. Rider FF is only applicable to customers inside the corporate limits of any incorporated municipality.

Tax Adjustment: Plus an amount for tax calculated in accordance with Rider TAX.

Surcharges: Plus an amount for surcharges calculated in accordance with the applicable rider(s).

Imbalance Fees

All fees charged to Customer under this Rate Schedule will be charged based on the quantities determined under the applicable Transportation Agreement and quantities will not be aggregated for any Customer with multiple Transportation Agreements for the purposes of such fees.

¹ 2018 IRA - \$155.80, 2019 IRA - \$261.93.

MID-TEX DIVISION
ATMOS ENERGY CORPORATION

RATE SCHEDULE:	T – TRANSPORTATION	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION IN THE ATMOS TEXAS MUNICIPALITIES COALITION (“ATM”)	
EFFECTIVE DATE:	Bills Rendered on or after 09/01/2020	

Monthly Imbalance Fees

Customer shall pay Company the greater of (i) \$0.10 per MMBtu, or (ii) 150% of the difference per MMBtu between the highest and lowest “midpoint” price for the Katy point listed in *Platts Gas Daily* in the table entitled “Daily Price Survey” during such month, for the MMBtu of Customer’s monthly Cumulative Imbalance, as defined in the applicable Transportation Agreement, at the end of each month that exceeds 10% of Customer’s receipt quantities for the month.

Curtailement Overpull Fee

Upon notification by Company of an event of curtailement or interruption of Customer’s deliveries, Customer will, for each MMBtu delivered in excess of the stated level of curtailement or interruption, pay Company 200% of the midpoint price for the Katy point listed in *Platts Gas Daily* published for the applicable Gas Day in the table entitled “Daily Price Survey.”

Replacement Index

In the event the “midpoint” or “common” price for the Katy point listed in *Platts Gas Daily* in the table entitled “Daily Price Survey” is no longer published, Company will calculate the applicable imbalance fees utilizing a daily price index recognized as authoritative by the natural gas industry and most closely approximating the applicable index.

Agreement

A transportation agreement is required.

Notice

Service hereunder and the rates for services provided are subject to the orders of regulatory bodies having jurisdiction and to the Company’s Tariff for Gas Service.

Special Conditions

In order to receive service under Rate T, customer must have the type of meter required by Company. Customer must pay Company all costs associated with the acquisition and installation of the meter.

MID-TEX DIVISION
 ATMOS ENERGY CORPORATION

RATE SCHEDULE:	T – TRANSPORTATION	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION IN THE ATMOS TEXAS MUNICIPALITIES COALITION (“ATM”)	
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ELECTRA	
FREDERICKSBURG	
GATESVILLE	
GOLDTHWAITE	
GRANBURY	
GREENVILLE	
GROESBECK	
HAMILTON	
HEATH	
HENRIETTA	
HICKORY CREEK	
HICO	
HILLSBORO	
LAMPASAS	
LEANDER	
LONGVIEW	
MARBLE FALLS	
MART	
MEXIA	
OLNEY	
PFLUGERVILLE	
POINT	
PRINCETON	
RANGER	
RICE	
RIESEL	
ROCKDALE	
ROGERS	
ROUND ROCK	
SAN ANGELO	
SANGER	
SOMERVILLE	

NOTICE OF RATE CHANGE REQUEST

On July 31, 2020, Brazos Electric Power Cooperative, Inc. (“Brazos Electric”) filed its Application for Interim Update of Wholesale Transmission Rates pursuant to P.U.C. SUBST. R. 25.192(h)(1). Brazos Electric’s Application seeks an interim adjustment to the previously approved transmission cost of service and wholesale transmission rate due to transmission investment in excess of the level currently authorized in rates. If approved, the total rate base interim increase will be \$108,452,867, with a total annual revenue requirement interim increase of \$17,240,819, and an interim wholesale transmission rate of \$1.912443 per kilowatt. The proposed interim revenue requirement increase represents a 14.5% increase in Brazos Electric’s wholesale transmission revenue requirement. Brazos Electric has requested an effective date for the interim wholesale transmission rate of September 4, 2020.

Because the Application requests a revision to Brazos Electric’s wholesale transmission rate to reflect changes in its invested capital, affected customers include all distribution service providers who pay wholesale transmission charges pursuant to the Commission’s Substantive Rules. A complete copy of Brazos Electric’s Application is available for inspection at 7616 Bagby Ave., Waco, TX 76712.

Persons who wish to intervene in or comment upon these proceedings should notify the Public Utility Commission of Texas (“Commission”) as soon as possible, as a 21-day intervention deadline will be imposed pursuant to P.U.C. SUBST. R. 25.192(h)(4)(A), thus, making the intervention deadline to be August 21, 2020. A request to intervene or for further information should be made to the Public Utility Commission of Texas, P.O. Box 13326, Austin, Texas 78711-3326 and reference Docket No. 51019. Further information may also be obtained by calling the Public Utility Commission at (512) 936-7120 or (888) 782-8477. Hearing- and speech-impaired individuals with text telephones (TTY) may contact the commission at (512) 936-7136.

BRAZOS ELECTRIC POWER COOPERATIVE, INC.