

**NOTICE OF REGULAR MEETING OF THE GOVERNING BODY  
OF THE CITY OF LAMPASAS, TEXAS  
CALVERT MUNICIPAL BUILDING  
CITY COUNCIL CHAMBERS  
302 E THIRD STREET  
Monday, November 23, 2020  
5:30 p.m. Special Session  
6:00 p.m. Regular Session**

Notice is hereby given that a regular meeting of the City Council of the City of Lampasas, Texas will be held on Monday, November 23, 2020 in the City Council Chambers located at 302 E Third Street, Lampasas, Texas. The City Council of Lampasas, Texas reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed, as authorized by the Texas Government Code sections 551.071 (consultation with attorney), 551.072 (deliberations about real property), 551.073 (deliberations about gifts and donations), 551.074 (personnel matters), 551.076 (deliberations about security devices), 551.087 (economic development), and Section 551.086 (Relating to the authority of public power utility governing bodies to deliberate regarding competitive matters).

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

- I. Call to Order
- II. Presentation to outgoing City Council members
- III. Administer Oath of Office to Newly Elected Council members
- IV. Discussion and possible action concerning the appointment of the Mayor Pro Tem for the 2020-2021 term
- V. Adjourn Special Session

**WORKSHOP SESSION**

1. Call to order Workshop Session
2. Discussion regarding Community Garden Agreement for utilization of Campbell Park *(pgs. 5-12)*
3. Discussion and updates related to COVID-19 Pandemic. *(pgs. 13-14)*
4. Discussion regarding CARES ACT allocation and reimbursement application. *(pgs. 15-16)*
5. Discussion regarding setting date for Council Planning Session. *(pgs. 17-18)*
6. Update and report on FY 2021 Community Development and Public Works Projects. *(pgs. 19-22)*
7. Discussion regarding any item on the regular agenda

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 City Secretary; and other personnel matters as allowed by Texas Government Code, Chapter 551.

Adjourn Executive Session into Special Session

**SPECIAL SESSION**

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

Adjourn Special Session

**REGULAR SESSION**

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 <b>not included</b> 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 <b>that is included</b> 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 November 9, 2020.	23-32
2.2	Discussion and possible action concerning approval of minutes of the Special Meeting on November 17, 2020	33-38

3.0	CONSENT AGENDA	PAGES
3.1	Discussion and possible action regarding the second reading of an Ordinance to rezone +/-10.00 acres, described as The Barbee Family Revocable Trust Tract Two Part of Called 98.856 acres out of the Benjamin F Klein Survey, Abstract No 441, Lampasas, Texas Lampasas County from Commercial “C” to Agriculture District “AG” generally located at 100 Sunrise Hills.	39-42
3.2	Discussion and possible action regarding the second reading of an Ordinance to amend Appendix A-Fee Schedule to add rental and deposit rates for the Hostess House.	43-46
3.3	Discussion and possible action regarding the second reading of an Ordinance regulating use of private motorized vehicles in and on City of Lampasas Parks.	47-56

3.4	Discussion and possible action regarding the second reading of an Ordinance regulating use of private motorized vehicles in and on City of Lampasas Oak Hill Cemetery	57-68
3.5	Discussion and possible action regarding the Monthly Investment Report for October 2020.	69-86

4.0	BOARDS/DEPARTMENT REPORTS	PAGES
4.1	<ol style="list-style-type: none"> <li>1. Police Department Monthly Report</li> <li>2. Building Official Monthly Report</li> <li>3. Economic Development Monthly Report</li> <li>4. Fire Department Monthly Report</li> <li>5. Parks and Recreation Monthly Report</li> <li>6. Information Systems Monthly Report</li> <li>7. Library Monthly Report</li> <li>8. Golf Course Monthly Report</li> <li>9. Municipal Court Monthly Report</li> <li>10. City Secretary Monthly Report</li> <li>11. Utility Billing and Collections Monthly Report</li> <li>12. Public Works Monthly Report for Electric, Streets, Water/Wastewater</li> </ol>	87-120
5.0	ROUTINE MATTERS	PAGES
5.1	City Manager's Operational Report <ul style="list-style-type: none"> <li>• Brodie Estates</li> <li>• Anniversaries</li> <li>• CBOAA</li> <li>• LEDC</li> <li>• WCID</li> <li>• Mrs. Clause/Library</li> <li>• GASB 40</li> </ul>	121-126
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 Community Garden Agreement for utilization of Campbell Park.	127-128
7.2	Discussion and possible action regarding cancelling the December 28, 2020 City Council Meeting.	129-130
7.3	Discussion and possible action regarding amendments to 2020 Appraisal District Budget.	131-134
7.4	Discussion and possible action concerning the purchase of a 2021 Chevrolet Silverado with utility bed from Lake Country Chevy in the amount of \$41,653.85.	135-136
7.5	Discussion and possible action concerning the purchase of a 600 Model Street Sweeper from TYMCO in the amount of \$267,196.50.	137-140
7.6	Discussion and possible action regarding a Policy Resolution of the City Council of the City of Lampasas, Texas, approving the creation of a City of Lampasas Fire Suppression Assistance Program; and authorizing the funding and administration of	141-142

	the Fire Suppression Assistance Program by the City of Lampasas Public Works Department.	
7.7	AN ORDINANCE OF THE CITY COUNCIL OF LAMPASAS, TEXAS AMENDING CHAPTER 38 "FIRE PREVENTION AND PROTECTION," ARTICLE IV, "FIRE CODE"; ADDING NEW SECTION 38-108 TO BE ENTITLED 'UNDERGROUND FIRE LINE REQUIREMENTS' FOR FIRE SUPPRESSION SYSTEMS; REPEALING ANY INCONSISTENT PROVISIONS; PROVIDING A SEVERABILITY CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.	143-146
7.8	Discussion and possible action regarding award of bid to Maynard Construction for the demolition of the substandard structure located at 408 East Fifth Street, Lampasas, Texas in the amount of \$9,975.00.	147-150
7.9	Discussion and possible action regarding the re-appointment of three (3) library board members whose terms have expired and two (2) new appointments to fill vacancies	151-152
7.10	Discussion and possible action due to a request for the closure of Briggs Street from East Fourth Street to Mills Street on December 14, 2020 from 10:00 a.m. to 2:00 p.m. for the Community To-Go Luncheon and Toy Drive, to help mitigate traffic congestion.	153-154
7.11	Discussion and possible action regarding approval of bids to demolish substandard structures located at 905 East Avenue G in an amount not to exceed \$9,885.00 and 909 East Avenue G in an amount not to exceed \$12,975.00.	155-172

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:

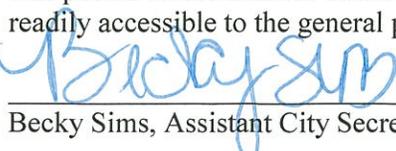
8.0	EXECUTIVE SESSION ITEMS
8.1	Section 551.087 (economic development)- (1) to receive and evaluate financial information received from a business prospect, to discuss same, and/or to deliberate regarding commercial or financial information that the City has received from a business prospect that the City seeks to have locate, stay, or expand in or near the city, with which the City is conducting economic development negotiations; and/or (2) to deliberate an offer of any financial or other incentives to any business prospect described above.
8.2	Adjourn executive session and reconvene Regular Session

**REGULAR SESSION**

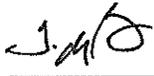
9.0	ACTION ON EXECUTIVE SESSION
9.1	Discussion and possible action concerning items posted and discussed by Council in Executive Session

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 20 day of November 2020 at 12:40pm

  
 \_\_\_\_\_  
 Becky Sims, Assistant City Secretary

Council Agenda November 23, 2020

  
City Manager

ITEM NO. WORKSHOP-2

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

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**Subject:**

Discussion regarding Community Garden Agreement for utilization of Campbell Park.

Requested By: Chris Eicher, Parks Director

Submitted By: Finley deGraffenried, City Manager

Date Submitted: November 4, 2020

For the Agenda of: November 23, 2020

**Procurement and Funding Statement:**

Attachments: Draft Agreement

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**Summary Statement:**

Council approved the planning and development of a Community Garden at the August 24, 2020 City Council Meeting. The attached draft agreement has been reviewed by Counsel and the Community Garden Board and now comes to Council for consideration. The Agreement provides for use of the defined area by the Board; maintenance responsibilities, requirements for insurance, and reporting requirements. This item has been placed on the agenda to follow up from the November 9, 2020 Council meeting.

**Recommendation:**

Discussion Only

COMMUNITY GARDENS BOARD AT CAMPBELL PARK  
AGREEMENT

This Agreement is by and between the Lampasas Community Gardens (the "Community Garden Board" or "Board"), a Texas Non-Profit Organization, and the City of Lampasas, a Texas Home Rule Municipal Corporation (the "City"), and is entered into for the purpose of establishing and defining the rights and responsibilities of the Parties, for the care and maintenance of a Community Garden ("Garden") in Campbell Park ("Park"), in Lampasas, Texas. The Board and City may be referred to singularly as "Party" or collectively as "Parties" in this Agreement.

**RECITALS**

WHEREAS, the City owns and maintains a public park, generally located at 501 East North Avenue, in Lampasas Texas, known and locally referred to as the Campbell Park, named for the civic contributions of the Campbell Family which is open to the public for its use and pleasure and is maintained and operated by the City and the City's park crews; and

WHEREAS, The Community Garden Board, which is a local non-profit organization with a special interest in the enhancement and use of parks and gardening, has approached the City with a proposal to assist the City in the operation and maintenance of the Community Garden at Campbell Park; and

WHEREAS, the City agrees that it is in the best interest of the public to accept the Board's assistance with the Community Garden at Campbell Park, and believes that it will be advantageous to have the Board's expertise, talent and efforts in promoting and enhancing the appearance, enjoyment and public use of the Community Garden, thereby improving the environment and outdoor life for the citizens of the community; and

WHEREAS, the City and the Board desire to enter into this Agreement setting forth the terms related to each Party's rights and responsibilities, as they work together for the enhancement and public use of the Community Garden in Campbell Park.

**NOW THEREFORE, FOR GOOD AND SUFFICIENT CONSIDERATION THAT IS ACKNOWLEDGED AND CONFESSED BY THE CITY AND THE BOARD THE PARTIES AGREE AS FOLLOWS:**

**THE AGREEMENT**

**SECTION 1. THE GARDEN**

Description. The area in Campbell Park that will be maintained and operated by the Board pursuant to the terms of this Agreement is shown on attached Exhibit A, and is referred to herein as the "Garden" or "Fenced Area."

## SECTION 2. BOARD PERFORMANCE

The Board represents and warrants to the City that its members are competent, qualified, capable, and equipped to manage, administer and apply the terms and conditions of this Agreement in a timely and non-discriminatory manner. The Parties agree and acknowledge that the Board shall be responsible for compliance with the Board's rules, guidelines, and regulations and that it shall, at all times, comply with the City's Park regulations, as well, with regard to its operations of the Garden in the Park, unless otherwise agreed, in writing, with the City.

## SECTION 3. DEFINITIONS

1. *City* shall mean the City of Lampasas Texas, a Home Rule municipality and fee simple owner of Campbell Park and the Garden.
2. *Community Garden Board or Board*, when used herein, shall include the officers, members, volunteers, representatives, officers and workers who are affiliated with and are participating in work done by the Board at the Garden in Campbell Park, in Lampasas, Texas, pursuant to this Agreement.
3. *Force Majeure*; The term force majeure shall mean delays due to acts of God, not civil disturbances, fire, unavoidable casualty, construction delays due to weather, failure of suppliers or for other similar causes beyond the control of the Parties. Board shall have a responsibility to promptly take reasonable measures to cure or remediate any Force Majeure event in the Fenced Area, when a cure or remediation is feasible. A failure to do so shall constitute breach of this Agreement.
4. *Hose Bib* shall mean a water delivery faucet fitted with a bib which is sized to fit a standard watering hose, and which can deliver 15 gallons per minute of water from the City's water transmission lines in the Park area.
5. *Security Lighting* shall mean a mast or arm with a 100-watt equivalent LED lighting fixture designed to illuminate the area at night.
6. *Vegetation Plan* shall mean a plan that the Board will propose to plant, rearrange, install, remove, or enhance any substantial or material amount of vegetation or planting plots in the Fenced Area, which plan shall be presented to and approved by the City Manager and/or City Council in advance or being performed by the Board.
7. *Water Meter* shall mean the mechanical/electric unit selected and installed by the City, which will measure the gallons of water received/used in the Fenced Area, which shall be the amount of water that the Board will be billed for by the City and which the Board will remit payment to on the standard public utility invoice/payment schedule of the City of Lampasas.

## SECTION 4. CITY RIGHTS AND RESPONSIBILITIES

1. City shall provide, install and maintain, at City expense, Security Lighting for the Garden, in the locations shown on Exhibit A.
2. City shall hire, at City expense, a qualified electrical contractor to connect the Security Lighting installed by the City to the City's power supply.

3. City shall install one (1) frost proof hose bib within the Garden for use by the Board to perform the Garden maintenance work required under this Agreement, at a location agreed upon between the Parties, and as shown on Exhibit A.
4. City shall provide and install one (1) Water Meter for the purposes of measuring the amount of water used by the Board to perform gardening and maintenance work necessary to enhance and maintain the vegetation in the Fenced Area, pursuant to this Agreement.
5. City shall bill the Board for its water used for its work in the Garden, as reflected on the meter installed there by the City, as per the City's standard billing process, and as per the City's residential rate, for monthly water use in excess of 5,000 gallons.
6. Pest Control shall be the responsibility of the City's Park crew and the Board shall contact the City at any time it believes that pest control in the Park is required.
7. Consideration and/potential approval of any Vegetation Plan recommended and proposed by the Board on a bi-annual (6-month) basis.

SECTION 5. COMMUNITY GARDEN BOARD'S RIGHTS  
AND RESPONSIBILITIES

1. Community Garden Board shall be responsible for all costs for: all equipment, hoses and tools; all materials, including but not limited to plants, fertilizer, soil amendments, plant supports and mediums; staffing and manpower; insurance, water usage (as metered and invoiced by the City); and incidentals necessary for the operation and maintenance within the Fenced Area, that are required to design, plant, construct, maintain and/or operate the Garden.
2. Board shall be solely responsible for the equipment used, staff assignment, work scheduling, equipment rental, if any, and other details related to Board's responsibilities and work at the Garden, pursuant to this Agreement.
3. Board shall be responsible for all landscape and grounds maintenance within the Fenced Area including, but not limited to, mowing, weed-eating, planting, trimming, fertilizing, and watering.
4. Board shall be responsible for worksite safety, including, but not limited to, the safety of the Board's staff, members, employees and volunteers; City of Lampasas staff, officers, employees; and Park patrons and the general public, while in the Garden.
5. Board shall be responsible for the installation and cost of any additional 'hose bibs' that it installs within the Garden, at Board's sole expense, but only after City has approved, in writing, the location and specifications of such additional hose bibs..
6. Board will receive regular invoices from the City for all water used by the Board in excess of 5,000 gallons per month in the Garden, and shall be responsible for the prompt payment for all water used at the Garden, at the City's residential rate, as amended from time to time.
7. Board shall keep in full force and effect, insurance coverage during the term of this Agreement, including without limitation: (1) statutory workers' compensation insurance; (2) employer's liability insurance, (3) vehicle insurance for any vehicle used by the Board for activities related to this Agreement, if any, and (4) commercial general liability insurance. All insurance certificates shall name the City, its agents, officers, servants and employees as 'additional insured' or have an equivalent designation on the face of

the policy. Minimum coverage shall be at least \$1,000,000.00 per incident, claim or occurrence and \$2,000,000.00 aggregate. The automobile insurance minimum coverage shall be at least \$1,000,000.00, and shall cover all owned, non-owned, and hired vehicles used by the Board for activities related to this Agreement, if any, The Board shall provide the City with copies of the insurance policies, when obtained by the Board. Failure to obtain or provide insurance policies will result in the termination of the Agreement, with no further action by the City required.

8. The Board will prepare and present to the City manager on an approximate 6-month basis a Vegetation Plan to notify the City of any alterations it recommends the City consider the Board make in the Garden in the upcoming months. The Board shall not make such vegetation changes until the City approves the Vegetation Plan presented for the period presented.
9. The Board agrees that the Garden and any improvements or plantings made by the Board therein during the term of this Agreement, including but not limited to any fixtures, structures and vegetation installed in the Fenced Area, shall be continuously maintained, repaired, and/or promptly and continuously restored to a healthy condition according to community and surrounding standards and in compliance with all federal, state and local laws, rules, and ordinances. In addition, the Board agrees to maintain the grounds of the Garden with a clean, neat and orderly appearance, at all times, and in full compliance with City Codes.
10. The Board agrees that motorized vehicles, shall not be used or operated, by the Community Garden Board, members, volunteers, on or over any area of the Park.

#### SECTION 6. BOARD'S INDEPENDENCE FROM THE CITY – NO AFFILIATION, JOINT ENTERPRISE OR PARTNERSHIP

It is acknowledged and agreed by the Parties that in the performance of all of its responsibilities under this Agreement within the Garden, the Board and its staff, members, volunteers, contractors and subcontractors, if any, are, and shall remain at all times, an independent, unaffiliated organization and entity, completely separate and apart from the City. Further, this Agreement in no way is intended to, nor should be inferred or interpreted as creating any type of partnership, joint enterprise or other legal entity, other than a third-party contractual relationship. Additionally, neither the Board, its members, workers nor volunteers, shall represent to any individual, entity, business or organization, that it/they are representatives, agents, staff persons or employees of the City of Lampasas, nor that they have any authority to bind or contract for or on behalf of the City.

#### SECTION 7. INDEMNITY/WAIVER AND HOLD HARMLESS

WAIVER, HOLD HARMLESS, INDEMNITY. The Board waives all rights to claim, assert or recover from the City, its representatives, agents, officers, employees, and any other individual(s), firm(s), organization(s), or entities associated with the City for any claims, liability, or actions which may result, in whole or in part, from the acts or omissions of the City, its representatives, agents, officers, employees, and/or any other individual(s), firm(s), organization(s), or entities associated with the City, other than for the other's Parties' nonperformance pursuant to this Agreement. Further, the Board agrees to defend, hold

harmless and indemnify the City, its officers, agents and employees from and against any and all claims, losses, damages, causes of action, suits and liability of every kind, including all expenses of litigation, court costs and attorney's fees, for injury or death to any person, including invitees, licensees, and trespassers, or injury to any property, received or sustained by any person or persons or property, arising out of, or occasioned by, directly or indirectly, any condition or fault that exists in the Park or within the Garden/Fenced Area, or due to any facility or appurtenance thereon, including claims and damages arising in whole or in part from the negligence of the Board, its agents or employees, in the execution or performance of this Agreement. This indemnification shall be binding on the Board's agents, volunteers, contractors, subcontractors, workers, successors, and approved assignees.

#### SECTION 8. TERM/TERMINATION

This Agreement shall be in effect for an initial term of five (5) year(s) ("Term"), commencing November 1, 2020 which shall be considered the Effective Date of this Agreement, and shall automatically renew thereafter for additional terms of one (1) year ("Renewal Term"). Either Party may give notice of termination to the other no later than thirty (30) days prior to the end of the initial Term or 30 days prior to the end of any Renewal Term. Any notice of Termination must be provided in writing delivered to the other Party, and shall be effective on the date it is marked as sent, either by hand delivery or first class US Mail or equivalent carrier. If a notice of Termination is given, the Agreement shall terminate on the last day of the Term/Renewal Term in which the notice is given.

#### SECTION 9. DEFAULT AND REVERSION.

The following events shall be deemed to be events of default by the Board under this Agreement and all rights, conveyed in this Agreement including, at City's sole option, ownership of any improvements then existing in the Garden, shall automatically revert to and vest in the City, its heirs, successors and assigns with no further act necessary by the City:

1. If continuous use by the Board for park and garden use is blocked or ceases within the Fenced Area, except in the case of a *Force Majeur* event. In the event of Force Majeur, then the Board shall resume continuous maintenance and occupancy of the Fenced Area within 21 business days following the cessation of the Force Majeur event.
2. If the Board defaults in the performance of this Agreement or otherwise materially breaches any of its provisions.
3. If the Board ceases to exist, or shall cease to carry out the type of gardening activities subject to this Agreement.
4. If the Board fails to comply with any other terms, provisions, or covenants of this Agreement, or fails to discharge any obligations, responsibility or liability hereunder, or under statutory or common law.

Further, any and all improvements erected, or vegetation planted or installed by the Board in the Garden shall become the property of the City upon default and termination, if City, at its sole option, elects to take ownership of same. No lien holder or other party shall acquire any ownership interest in the real property or improvements thereon. The Board shall not perform any work or purchases that are associated with any liens connected to the Garden.

#### SECTION 10. NOTICE

Any notice required to be given under this Agreement shall be in writing, either served in person, or sent by first class mail or equivalent carrier to the following:

City:  
City of Lampasas  
Chris Eicher, Director of Parks and Recreation  
312 E. Third Street  
Lampasas, Texas 76550  
Phone 512-556-6831  
[ceicher@cityoflampasas.com](mailto:ceicher@cityoflampasas.com)

Lampasas Community Gardens:  
Janet Crozier  
208 South Spring Street  
Lampasas, Texas 76550  
Phone 512-434-9293

#### SECTION 11. MISCELLANEOUS

**ALTERNATE DISPUTE RESOLUTION.** Any and all disputes pursuant to this Agreement shall be submitted to mediation before either Party resorts to the courts of law.

**PAYMENT OF TAXES, ASSESSMENTS AND UTILITIES.** It is understood and agreed by the Parties that if any tax assessment related to the Fenced Area of the Park is increased, solely as a result of the Board's work in, occupancy or use of the Garden, then the Board will pay the amount of the tax increase attributable to such activities in the Garden portion of the Park.

**JURISDICTION AND VENUE.** This Agreement shall be governed by and construed in accordance with the laws of the State of Texas and any disputes therein shall be submitted for resolution before the courts in Lampasas County, Texas.

**NON-SEVERABILITY.** If any section of this Agreement is declared invalid for any reason, the invalidity of that section shall not affect the validity of any other section of this Agreement, and all other sections shall remain in full force and effect. It is declared to be the intention of the Parties that they would have executed all other sections of this Agreement without including any such part, parts, or portions that may, for any reason, be hereafter declared invalid.

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

SUCCESSORS AND ASSIGNS. This Agreement is not assignable or transferable by any means or agreement to any other successors, entities, boards, persons, or parties.

ENTIRE AGREEMENT. This agreement constitutes the entire agreement between the parties here and supersedes any prior understandings or written or oral agreements between the parties respecting the subject matter contained herein.

AGREED AND EXECUTED ON THIS THE \_\_\_ DAY OF \_\_\_\_\_, 2020.

**CITY:**  
City of Lampasas  
A Municipal Corporation

**LAMPASAS COMMUNITY GARDENS**

By: \_\_\_\_\_  
Name: Finley deGraffenried  
Title: City Manager

By: \_\_\_\_\_  
Name: Janet Crozier  
Title: President

Attest:

Witness:

\_\_\_\_\_  
Christina Marez, City Secretary

\_\_\_\_\_

*JMB*

City Manager

ITEM NO. WORKSHOP-3

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

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**Subject:**

Discussion and updates regarding COVID-19

Requested By: Finley deGraffenried, City Manager

Submitted By: Jeff Smith, Fire Chief

Date Submitted: November 19, 2020

For the Agenda of: November 23, 2020

**Procurement and Funding Statement:**

Attachments:

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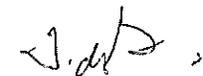
**Summary Statement:**

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

**Recommendation:**

Discussion, updates and direction from Council

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City Manager

ITEM NO. WORKSHOP-4

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

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**Subject:**

Discussion regarding CARES ACT allocation and reimbursement application

Requested By: Finley deGraffenried, City Manager

Submitted By: Jeff Smith, Fire Chief  
Yvonne Moreno, Finance Director

Date Submitted: November 19, 2020

For the Agenda of: November 23, 2020

**Procurement and Funding Statement:**

Attachments:

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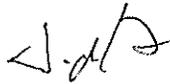
**Summary Statement:**

Chief Smith is prepared to report on the recent CRF Spending Plan submitted for CARES ACT reimbursement. Costs incurred by the City were allocated in six (6) categories with a maximum reimbursement no greater than \$432,000.00. Expenditures generally represented costs for reducing the spread of the virus, and to support programs to assist individual and business impacted by the virus.

**Recommendation:**

Discussion and presentation only

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City Manager

ITEM NO. WORKSHOP-5

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

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**Subject:**

Discussion regarding setting date for Council Planning Session

Requested By: Finley deGraffenried, City Manager

Submitted By: Finley deGraffenried, City Manager

Date Submitted: November 19, 2020

For the Agenda of: November 23, 2020

**Procurement and Funding Statement:**

Attachments:

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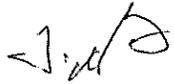
**Summary Statement:**

This item has been placed on the workshop agenda to solicit a date and time to conduct a Council Planning and Prioritization Meeting. Historically these meetings have been conducted during the day, and will include facility tours and lunch.

**Recommendation:**

Discussion and recommendations from Council

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City Manager

ITEM NO. WORKSHOP-6

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

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**Subject:**

Update and report on FY 2021 Community Development and Public Works Projects.

Requested By: Finley deGraffenried, City Manager

Submitted By: Finley deGraffenried, City Manager

Date Submitted: November 19, 2020

For the Agenda of: November 23, 2020

**Procurement and Funding Statement:**

Attachments: Project Listing

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**Summary Statement:**

This item is placed on the Workshop Agenda to provide Council background and status of on-going projects and studies.

**Recommendation:**

Discussion and presentation only

City of Lampasas  
 Project Listing-Capital and Studies

<i>Description</i>	<i>Status</i>
Public Safety Communication	Funded FY-21, Approved, Supplemental funding committed by CTCOG for consoles and repeater. Vendors have received PO's.
Internet-Speed, Options, Reliability	Groundwork, effort and engineering done by Elected and Appointed Officials, and staff has resulted in private investment. FTTH networks currently being constructed by multiple firms.
Support of EDC Phase 1 Business Park Improvements	Identified by Council and EDC as a priority. Project is engineered and shovel ready. Staff and EDC are assessing viability of EDA submittal.
Brook Park Retaining Wall repair	Funded FY-21, Contractors have reviewed and provided bids. Project initiated FY-21.
Hostess House upgrade and renovation	Funded FY-21. MEP on-site assessment conducted on September 23. Partial draft has been submitted to staff for comment. Design and Scope determined on assessments.
Pre-Treatment Study	Funded FY-20. Draft has been delivered to staff for review. On completion, staff will coordinate meeting with AFNA after Council briefing. Funding for undetermined project(s) was not included in FY-21 Budget.
Upper Pressure Plane Study	Funded FY-20. Anticipated completion Fall 2020. Funding for undetermined project(s) was not included in FY-21 Budget. Some recommended operational changes have eliminated most pressure fluctuations.
West Avenue E	Funded FY-20 and FY-21. Project approximately 95% complete. Vegetation and punch items remain.
East Third Street	Funded FY-21. Project is engineered and shovel ready. Target bidding January 2021. Will request Engineer include alternative for Western to Live Oak.
Equipment and Apparatus	Vac-Truck funded FY-21; Sweeper funded FY-21; Council action required in FY-21 to designate \$400,000 for fire apparatus (transfer budgeted). Staff currently reviewing specifications and conducting demonstrations on equipment.
Skate Park	Funding identified in Fund 40. Project currently being advertised as Design-Build with proposal deadline of December 11th.
Campbell Park Pavilion	Funding identified in Fund 40. Project currently being advertised as Design-Build with proposal deadline of December 11th.
Shop Bathrooms	Funded FY-21. Framing complete. Plumbing and HVAC rough in Nov. 19-21. Walls following rough.
Cemetery Pole Barn	Funded FY-21. Construction to commence Fall 2020.
Comprehensive Plan	Funded FY-20. Currently 82% complete. Additional Studies and Actions recommended including but not limited to Zoning Regs, Park Master Plan, Historic Preservation Design Guidelines, etc. Staff is currently awaiting Recommendation and Implementation drafts for CPAC review.
Colored School Upgrades	Funded FY-21. Staff have reviewed specifications, Restoration Master Plan, and will develop bidding scope Fall 2020.
West Avenue C Sewer Line replacement, Key to Porter	CDBG Award Fall 2020. Anticipate contracting with TDA early Spring with construction on or before Fall 2021.
West Third Street culvert replacement, roadway rebuild	Currently in design. Item meets criteria for exception to sealed bid procurement. Target Winter 2021 construction
Bandwidth upgrade	AT&T construction complete. Circuit to be installed by EOM, Testing and Turn-up to follow.

WWTF, Septic Haulers	Operational changes, as recommended, have resulted in stable treatment constituents. 1% flow will be initiated beginning Nov. 23rd providing loading can be accommodated.
Airport Card Reader	Fueling reader installed and operational. Pump awaiting new circuit.

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**MINUTES OF REGULAR MEETING OF THE GOVERNING BODY  
OF THE CITY OF LAMPASAS, TEXAS  
CALVERT MUNICIPAL BUILDING  
CITY COUNCIL CHAMBERS  
302 E THIRD STREET  
Monday, November 9, 2020 @ 5:30 p.m.**

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

**Council Members present:**

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

**Council Members absent:**

None

**City Staff Present:**

Finley deGraffenried, City Manager  
Rickie Roy, Assistant City Manager  
Becky Sims, Zoning Administrator/Asst. City Secretary  
Yvonne Moreno, Finance Director  
Monica Wright, Information Systems Director  
Jeffrey Smith, Fire Chief  
Sammy Bailey, Police Chief  
Vicki Tower, Parks Secretary  
Van Sims, Water/Wastewater Operations Manager

**WORKSHOP SESSION**

1. Call to order Workshop Session

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

2. Discussion and updates concerning COVID-19

Jeff Smith, Fire Chief reviewed the following information:

- Statewide
  - 126,412 active cases
  - 18,769 fatalities
- Local
  - 448 total cases
  - 18 active cases
  - 1 hospitalized

### 3. Discussion regarding Community Garden Agreement for utilization of Campbell Park

Finley deGraffenried, City Manager reports that Staff, Janet Crozier and the Community Garden Board have had several productive meetings. They have been working on a Use and Maintenance Agreement and are very close to finalizing the terms of the agreement. Mr. deGraffenried introduced Mrs. Crozier.

Mrs. Crozier advised Council that she has reviewed the agreement and has not had the opportunity to discuss the latest revisions with the board. She has a meeting with her attorney on Monday and will follow up with a Community Garden Board Meeting. She has been working on completing the non-profit paperwork so that she can apply for, and accept, various grants and donations as a non-profit. She has been selling jewelry at the Farmers Market and part of the proceeds have gone towards the Community Garden.

She advised that there are terms in the agreement that she is not comfortable with or understand and will discuss with her attorney on Monday; such as water usage, insurance requirements and improvements to property that may increase taxes.

Mrs. Crozier also reports that the Community Garden Board has created by-laws, site rules, identified roles and have initiated an agreement among the members. She has also reached out to various groups such as 4-H, Kiwanis, Farm Bureau and Lions Club for community involvement.

Council member Toups inquired about the five (5) year term of the draft agreement. Mrs. Crozier advised that is pretty standard among these types of agreements.

Mayor Talbert advised we will wait and discuss further once Mrs. Crozier has met with her attorney.

### 4. Discussion regarding use of private motorized vehicles on park and cemetery grounds

Police Chief, Sammy Bailey advised Council regarding dangers on City Parks and Cemeteries due to Motor Vehicles, Off-Road Vehicles, Dirt Bikes and Golf Carts. In reviewing City Ordinances Chapter 54- Parks and Recreation Section 54-166 Operation of Motor Vehicles and Chapter 28 Cemeteries, Staff determined they needed to be updated.

- Motor Vehicle needs to be defined
- Parks Ordinance needs to be updated to remove Golf Carts from being allowed on premise
  - Operation is prohibited-unlawful for any person to operate any vehicle in an any public park within the City, except legally on roadways constructed designated for such motor vehicles
  - Apply for Park Permit- allows City to control how many of these vehicles will be allowed to operate during that time, at special events such as Spring-Ho, Cook-Off, Rodeo etc. and for those with disabilities.
- Golf Carts at the Golf Course is an exception
- Cemeteries- makes it unlawful to operate a motor vehicle in the cemetery within the City except legally on roadways constructed and designed for such motor vehicles
  - Council discussed those whom live in close proximity to the Cemetery and choose to ride their Golf Cart to visit a loved one should be an exception. Council would like this to align with Golf Cart operation to and from Golf Course within 2 miles, daylight hours no more than 35 MPH.

### 5. Discussion regarding any item on the regular agenda

There was no discussion regarding any item on the regular agenda.

Adjourn Workshop Session

Mayor Pro Tem moved to adjourn workshop, Council member Clark seconded the motion and with a unanimous vote, the motion carried. Mayor Talbert adjourned workshop at 5:58 p.m.

City Council took a brief break before going into Regular Session

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

**ANNOUNCEMENTS**

A. Call to Order

Mayor Talbert called the Regular Session to order at 6:05 p.m.

B. Invocation and Pledge of Allegiance

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

C. Presentations and Proclamations

City Manager deGraffenried and Mayor Talbert presented and acknowledged Milestone Awards to the following recipients:

- 5 years- Bessie White, Colton Baker, Will Sneed, Warren Scott, Jacob Rivera, Derrick Eicher, Josh Palacio
- 10 years- Marcial Chapa, Danny Donovan, Glenn Adams, Becky Sims, Brandon Kepler, Mike Blair, Tom Zimpel, Van Sims
- 15 years-Monica Wright, Garry Spore
- 25 years- Judge Robert Gradel

Mayor Talbert noted that the telephone number to call in for any questions or comments is 512-556-0332. She also told those in the audience if they could maintain a 6-foot distance, they could remove their masks if they chose to.

	<b>PUBLIC HEARINGS/CITIZEN COMMENTS</b>
1.1	Citizen comments – Any citizen who desires to address the City Council on a matter <b>not included</b> on the Agenda may do so at this time. 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 <b>that is included</b> 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 comments regarding a request to rezone +/-10.00 acres, described as The Barbee Family Revocable Trust Tract Two Part of Called 98.856 acres out of the Benjamin F Klein Survey, Abstract No 441, Lampasas, Texas Lampasas County from Commercial “C” to
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	Agriculture District “AG” generally located at 100 Sunrise Hills.
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Becky Sims, Zoning Administrator advised that the applicant had rezoned the property back in 2012 from Agriculture and Light Industrial to Commercial as they felt it would be more marketable to sell since the 10 acres fronted Highway 190. Since that time, they have decided not to sell the property but rather develop the property. They are currently building one home and have plans to build another one. By rezoning the 10 acres it will align with the remaining and all 98 acres will be zoned Agriculture.

There were no citizen comments

2.0	MINUTES
2.1	Discussion and possible action concerning approval of minutes of the Regular Meeting on October 26, 2020

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

3.0	CONSENT AGENDA
3.1	Discussion and possible action regarding purchases and charges in excess of \$4,000 from October 1, 2020-October 31, 2020
3.2	Discussion and possible action regarding the second reading of an Ordinance to modify Chapter 78, Traffic and Vehicles, Article II. Specific Street Regulations, Division 2: Stop Intersections, Section 78-61. Stop Streets-Generally; Division 3: Yield Intersections; Sec. 78-91 Schedule. Division 4: Speed Limits, Section 78-121 Speed Limit, designated to include Stone Valley Estates and Brodie Estates roadways, traffic control signage, and to update speed limits in other areas of the city

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

4.0	BOARDS/DEPARTMENT REPORTS
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There were no department reports.

5.0	ROUTINE MATTERS
5.1	City Manager’s Operational Report

City Manager deGraffenried reviewed his report:

**Appellee Briefs** In the appeal by Central Texas Water Supply (“CTWSC”) v Kempner Water Supply Corporation (“KWSC”) and the City of Lampasas, staff have reviewed and made comments on both draft Appellee Briefs. The briefs, which are in response to the CTWSC filing, will be forwarded to the Texas Eighth District Court of Appeals in mid-November. At this time, and due in part to COVID-19 impacts in El Paso, staff does not have an estimate on the timing of future briefs or oral arguments. If oral arguments are granted, a panel from the Court may travel to Austin, as was the case in the City’s recent litigation with KWSC.

- Community Lunch Please mark your calendars for the annual Police Department/Fire Department Community Lunch and Toy Drive. Festivities will be held on Monday, December 14<sup>th</sup> at the Fire Department. Thanks to Chief Bailey, Kelley, Chief Smith, and all the other staff and volunteers that provide this great opportunity for fellowship and community service.
- Spring Ho This week staff was contacted by a representative of the Spring Ho Committee who inquired about possible meeting space for the organization. As Council may be aware, their current office has been sold, and will be redeveloped. The Committee will initiate construction on a new facility this winter/spring, and will need meeting space in the interim. Staff have discussed the use of the Calvert Building, Hostess House, and perhaps the most likely solution, the Ladies Golf Club building at Hancock Park Golf Course. Staff will continue the discussion, and seeks Council input if location is preferred.
- Parks Council may have noticed H&H has started installation of lights at W M Brook Park. Additionally, Park staff and Christmas on the Creek volunteers continue to paint and rehab displays for the season. The City has also been a victim of recent vandalism at the 580 Sports Complex, Brook Park and Campbell Park. Restroom fixtures at those locations were damaged and will require replacement.
- Life/Safety Grants Mandy and Frank report the City has received additional inquiry from business and commercial property owners regarding assistance to bring structures up to Code with life/safety requirements. In some cases, the concepts include mixed uses and development of additional retail/hospitality venues. In a related item, staff has been preparing a draft, for Council consideration, of a Policy to participate in the cost of fire line taps for existing buildings where fire suppression is required based on new or changed uses.
- Ave E Change Order This week staff approved a \$2,379.00 change order for the West Ave E project. The change involves adjustment in heights of manholes to accommodate asphalt paving. The change is worthy of note for two reasons; it represents the only change on the project which was contracted at \$677,350.00; and it is well within the contracted contingency. Once the manholes are adjusted, the road will be ready for pavement in the next several weeks.
- Georgia Crump In the past year, the City engaged Lloyd, Gosselink, Rochelle & Townsend to assist the City in development of pole attachment agreements and applications. Georgia Crump was the primary attorney on this matter for the firm, and also assisted Greg Fender in reviewing agreements and applications from Suddenlink and AT&T. The City has been informed that Ms. Crump will be retiring at the end of the year, and staff has congratulated her, and expressed our appreciation for her counsel during the process. Staff has a working relationship with other attorneys in her office, Mr. Cody Faulk in particular, and would recommend retaining the firm on this matter. Staff welcomes comments from Council if another direction is desired.

5.2	MAYOR'S COMMENTS
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Mayor Talbert wanted to address the new Council Members; however, Mr. Gordon Nelson was not in attendance. Mayor Talbert thanked Staff for coordinating and putting together the Employee Appreciation Event that took place November 7, 2020.

6.0	UNFINISHED BUSINESS
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There was no unfinished business.

7.0	NEW BUSINESS
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7.1	Discussion and possible action regarding Community Garden Agreement for utilization of Campbell Park.
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This item was discussed during workshop and there will be no action taken this evening. Council will wait until Mrs. Crozier speaks with her attorney and the Community Garden Board.

7.2	Discussion and possible action regarding the first reading of an Ordinance to approve, deny, or approve with modification(s) the rezone +/-10.00 acres, described as The Barbee Family Revocable Trust Tract Two Part of Called 98.856 acres out of the Benjamin F Klein Survey, Abstract No 441, Lampasas, Texas Lampasas County from Commercial "C" to Agriculture District "AG" generally located at 100 Sunrise Hills.
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Mayor Pro-Tem Monroe moved to approve the first reading of the Ordinance, Council member Toups seconded the motion and with a unanimous vote, the motion carried.

7.3	Discussion and possible action concerning the purchase of a freightliner Camel 1200 Jet Vac Hydro-Excavation Module from Freightliner of Austin in the amount of \$432,788.00.
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Van Sims, Water/Wastewater Operations Manager advised Council that this was approved during the FY 20/21 Budget. The current Vac-Truck will remain in the fleet for back-up and other department use. this will replace the current Camel Truck that they have currently.

Council member Clark advised that this is a buy board purchase

Mayor Pro-Tem Monroe moved to approve the purchase, Council member White seconded the motion; Mrs. Monroe asked how soon they would be able to get the truck, Mr. Sims advised 90 days from approval. Council member White asked if the truck is the same size as the current model, Mr. Sims advised yes, and with a unanimous vote the motion carried.

7.4	Discussion and possible action regarding amending contract with MuniServices to extend retainer for an additional 36 months for Hotel Occupancy Tax audit services
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City Manager deGraffenried advised that the City engaged MuniServices to conduct Hotel Occupancy Tax Audits in 2017 and the retainer for an additional 36 months. Mr. deGraffenried suggested it is good practice to conduct the hotel audits every three to five years and he would recommend extending the retainer an additional 36 months.

Council member Kuehne moved to approve, Mayor Pro-Tem Monroe seconded the motion, Mrs. Monroe inquired about the previous audit and if we were able to collect the taxes that were owed. Mr. deGraffenried advised no; however, it does put the hotels on notice that we are watching. Mayor Talbert inquired about the amounts that were owed, Mr. deGraffenried advised between \$5,000-\$7,000 and the contract fee is \$2,000 per audit, and with a unanimous vote the motion carried.

7.5	Discussion and selection of website photo contest winner for October 2020
-----	---

Council member White moved to approve entry number 1, Council member Toups seconded the motion and with a unanimous vote the motion carried.

7.6	Discussion and possible action regarding the first reading of an Ordinance to amend Appendix A- Fee Schedule to add rental and deposit rates for the Hostess House
-----	--

Vicki Tower, Parks Secretary advised Council that the proposed fee schedule was brought before Council in March 2020; however, the pricing modifications had not been added to the Code of Ordinances. Mrs. Tower advised that the Special Wedding Prices were omitted from the packet in error however distributed a handout that shows those special rates.

Council member White moved to approve the first reading, Mayor Pro-Tem Monroe seconded the motion; Mrs. Monroe inquired about bookings, Mrs. Tower advised that there are currently 3 weddings, 6 family reunions and one Sweet 15 Birthday party penciled in; however due to COVID and the current pending maintenance schedule no deposits have been accepted. Mayor Talbert would like to make the bookings happen; and requested consultation with Chief Smith to review events, with a unanimous vote, the motion carried.

7.7	Discussion and possible action regarding purchase and installation of public safety mobile hand-held radios and related equipment in the amount of \$409,422.27 from Motorola Solutions.
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Chief Bailey advised Council that the current Conventional Analog Radio System does not provide public safety with adequate signal coverage for all areas of the city and certainly not for the fire department that travels outside the city. More often than not there is static on the radio due to poor signal.

Chief Bailey stated that the Police Department is an Island among ourselves, the Police Department can communicate with ourselves and FD when they are in the City, but we are not able to communicate with FD outside the City. PD is not able to communicate with other Departments/entities without Dispatch having a handheld to operate or patrol having a handheld or another entity's frequency on their mobile radio-that Dispatch cannot hear.

A new Digital Trunking system will allow us to all have a larger coverage area which will increase our signal coverage with better repeaters and access to GTRs. Digital Trunking rely on repeaters and expand our coverage areas. GTR's is similar to a telephone tower where you connect from tower to tower for coverage. Also, this will give us clearer sounds.

The CIP Committee ranked Public Safety Communications upgrades a high priority. We need to be able to effectively and efficiently communicate with as many other entities as we can. The cost is \$409,422.27. This is the basics for the upgrades we need. If we can find any additional savings we will apply them.

Council member Clark moved to approve the purchase, Council member Toups seconded the motion and with a unanimous vote, the motion carried.

7.8	Discussion and possible action to consider professional services proposal from Jones-Heroy and Associates, Inc. relating to the West Third Street Culvert Replacement in an amount not to exceed \$25,000.00
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Council member Clark removed himself from the dais.

Rickie Roy, Assistant City Manager advised of proposal for professional engineering services with Jones-Heroy & Associates in an amount not to exceed \$25,000.00, for plans, specifications and contract documents related to repair and replacement of roadway and drainage system in the 1100 block of West Third Street. Mr. Roy advised that Jason Jones was in attendance should they have any questions.

Council member White moved to approve the professional services agreement, Mayor Pro-Tem Monroe seconded the motion and with a unanimous vote the motion carried. (Clark Abstained)

7.9	Discussion of possible action regarding the first reading of an Ordinance regulating use of private motorized vehicles in and on City of Lampasas Parks.
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This item was discussed during Workshop. Council member Kuehne moved to approve the first reading of the Ordinance, Council member Clark seconded the motion and with a unanimous vote the motion carried.

7.10	Discussion of possible action regarding the first reading of an Ordinance regulating use of private motorized vehicles in and on City of Lampasas Oak Hill Cemetery
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This item was discussed during Workshop. Council member White moved to approve the first reading of the Ordinance with the stipulation to allow Golf Carts to operate within a 2-mile radius of Cemetery during daylight hours no more than 35 MPH, Council member Toups seconded the motion and with a unanimous vote, the motion carried.

Adjourn into Executive Session

Mayor Pro-Tem Monroe moved to adjourn into Executive Session at 6:45 p.m., Council member Toups seconded the motion and with a unanimous vote the motion carried.

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

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

Mayor Talbert reconvened Regular Session at 7:16 p.m.

**REGULAR SESSION**

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

No action was taken in Executive Session

Adjourn

Mayor Pro-Tem Monroe moved to adjourn the meeting at 7:17 p.m., Council member Kuehne seconded the motion and with a unanimous vote, the motion carried.

PASSED AND APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Misti Talbert, Mayor

ATTEST:

\_\_\_\_\_  
Becky Sims, Assistant City Secretary

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**MINUTES OF SPECIAL MEETING OF THE GOVERNING BODY  
OF THE CITY OF LAMPASAS, TEXAS  
CALVERT MUNICIPAL BUILDING  
CITY COUNCIL CHAMBERS  
302 E THIRD STREET  
TUESDAY, NOVEMBER 17, 2020**

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

Council Members present:

T.J. Monroe, Mayor Pro Tem  
Randy Clark

Council Members absent:

Mike White  
Delana Toups  
Cathy Kuehne  
Chuck Williamson

City Staff Present:

Finley deGraffenried, City Manager  
Christina Marez, City Secretary  
Becky Sims, Zoning Administrator/Asst. City Secretary

**SPECIAL SESSION  
10:00 A.M.**

I. Call to Order

Mayor Talbert called the Special Session to order at 10:02 a.m.

II. Conduct and accept Canvass of Votes for the City of Lampasas City Council General Election held on November 3, 2020

Mayor Talbert reviewed the final vote totals of each candidate:

<u>Councilmember, Place 3</u>	<u>Gordon G. Nelson</u>	<u>1,531</u>
<u>Councilmember, Place 3</u>	<u>Chuck Williamson</u>	<u>968</u>
<u>Councilmember, Place 4 (unopposed)</u>	<u>Catherine Haby Kuehne</u>	<u>2,420</u>
<u>Councilmember, Place 5</u>	<u>Bob Goodart</u>	<u>1,310</u>
<u>Councilmember, Place 5</u>	<u>Zach Taylor</u>	<u>1,156</u>

The results indicated the elected candidates as follows:

Gordon G, Nelson, Council member Place 3

Catherine Haby Kuehne, Council member Place 4  
Bob Goodart, Council member Place 5

Both newly elected candidates were present at the meeting and were congratulated.

Mayor Pro Tem Monroe moved to accept the canvass of votes with no objections or corrections for the City of Lampasas City Council General Election held on November 3, 2020 as presented. The motion was seconded by Council member Clark and with a unanimous vote, the motion carried. (Toups, Kuehne, White and Williamson absent)

*NOTE: The Canvass of votes is attached to the minutes as record of the November 3, 2020 City Council General Election results.*

III. Adjourn Special Session

Mayor Pro Tem Monroe moved to adjourn the Special Session at 10:03 a.m. The motion was seconded by Council member Clark and with a unanimous vote, the motion carried. (Toups, Kuehne, White and Williamson absent)

PASSED AND APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Misti Talbert, Mayor

ATTEST:

\_\_\_\_\_  
Christina Marez, City Secretary

**Councilperson Place Three City of Lampasas**

Vote For 1

	TOTAL	Absentee	Early Voting	Election Day
Gordon G. Nelson	1,531	142	1,210	179
Chuck Williamson	968	100	768	100

**Councilperson Place Four City of Lampasas**

Vote For 1

	TOTAL	Absentee	Early Voting	Election Day
Catherine Haby Kuehne	2,420	206	1,940	274

**Councilperson Place Five City of Lampasas**

Vote For 1

	TOTAL	Absentee	Early Voting	Election Day
Bob Goodart	1,310	111	1,056	143
Zachary Taylor	1,156	111	911	134

## SUMMARY OF PRECINCT RETURNS

I, the undersigned, the presiding officer of the canvassing authority for General Election, held on the 3<sup>rd</sup> day of November 2020, Lampasas, Texas, do hereby certify that the following is a total of all votes received by each candidate as shown by the precinct returns. I further certify that the following vote totals include early voting votes by precinct received under Section 87.1231 of the Texas Election Code.

Name of Office/ Or Proposition	Name of Candidate	Total Votes Received
<u>Councilmember, Place 3</u>	<u>Gordon G. Nelson</u> Early 1,210 / Absentee 142 Election Day 179	<u>1,531</u>
<u>Councilmember, Place 3</u>	<u>Chuck Williamson</u> Early 768 / Absentee 100 Election Day 100	<u>968</u>
<u>Councilmember, Place 4</u>	<u>Catherine Haby Kuehne</u> Early 1,940 / Absentee 206 Election Day 274	<u>2,420</u>
<u>Councilmember, Place 5</u>	<u>Bob Goodart</u> Early 1,056 / Absentee 111 Election Day 143	<u>1,310</u>
<u>Councilmember, Place 5</u>	<u>Zach Taylor</u> Early 911 / Absentee 111 Election Day 134	<u>1,156</u>

DATED, this 17<sup>th</sup> day November, 2020.

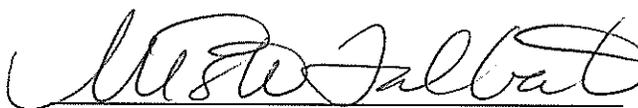
  
 Presiding Officer

**CANVASS OF GENERAL ELECTION**

I, Misti Talbert, Mayor  
of City of Lampasas, Texas, met with the City Council  
sitting as the canvassing board to canvass the General election of  
November 3, 2020, on November 17,, 2020  
at Lampasas, Texas.

I certify that the figures on the tally sheets correspond with the figures on the returns.

Witness my hand this 17th day of November, 2020.

  
Presiding Officer of Canvassing Authority

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City Manager

ITEM NO. 3.1

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

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**Subject:**

Discussion and possible action regarding the second reading of an Ordinance to approve, deny or approve with modifications the rezone of +/-10.00 acres, described as The Barbee Family Revocable Trust Tract Two Part of Called 98.856 acres out of the Benjamin F Klein Survey, Abstract No 441, Lampasas, Texas Lampasas County from Commercial "C" to Agriculture District "AG" generally located at 100 Sunrise Hills.

Requested By: Becky Sims, Zoning Administrator

Submitted By: Becky Sims, Zoning Administrator

Date Submitted: November 5, 2020

For the Agenda of: November 23, 2020

**Procurement and Funding Statement:**

Attachments: Ordinance

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**Summary Statement:**

This is the second reading of an Ordinance

**Recommendation:**

To consider a motion to approve the second reading of an Ordinance to rezone +/-10.00 acres, described as The Barbee Family Revocable Trust Tract Two Part of Called 98.856 acres out of the Benjamin F Klein Survey, Abstract No 441, Lampasas, Texas Lampasas County from Commercial "C" to Agriculture District "AG" generally located at 100 Sunrise Hills.

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

**AN ORDINANCE GRANTING A REQUEST TO REZONE PROPERTY, AND ORDERING A CHANGE TO ORDINANCE NO. 878 AND THE ACCOMPANYING CITY OF LAMPASAS OFFICIAL ZONING MAP, AS AMENDED, TO CHANGE THE ZONING CLASSIFICATION OF ± 10 ACRES DESCRIBED AS THE BARBEE FAMILY REVOCABLE TRUST TRACT TWO PART OF CALLED 98.856 ACRES OUT OF THE BENJAMIN F KLEIN SURVEY, ABSTRACT NO 441, LAMPASAS, TEXAS LAMPASAS COUNTY FROM COMMERCIAL “C” TO AGRICULTURE DISTRICT “AG” GENERALLY LOCATED AT 100 SUNRISE HILLS, LAMPASAS, TEXAS, LAMPASAS COUNTY DETAILING RESTRICTIONS RELATED THERETO; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

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WHEREAS, Double D Development, Inc., Makayla Barbee (property owner) is asking the City of Lampasas Planning and Zoning Commission and City Council to the rezone ±10.00 acres, described as The Barbee Family Revocable Trust Tract Two Part of Called 98.856 acres out of the Benjamin F Klein Survey, Abstract No 441, Lampasas, Texas Lampasas County from Commercial “C” to Agriculture District “AG” generally located at 100 Sunrise Hills.

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

WHEREAS, pursuant to Section 10 of the Zoning Ordinance of the City of Lampasas, Texas, public notice has been given, and a public hearing was held on November 5, 2020 by the Planning & Zoning Commission regarding the request for a rezone by the Applicant; and

WHEREAS, pursuant to Section 10 of the Zoning Ordinance of the City of Lampasas, Texas, public notice has been given, and a public hearing was held on November 9, 2020 by the City Council regarding the request for a rezone by the Applicant; and

WHEREAS, the City Council finds that it is in the public interest to approve the request to rezone the property from Commercial “C” to Agriculture District “AG”.

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

Part 1: That the rezone requested by Double D Development, Inc. MaKayla Barbee (property owner) for property described as ±10.00 acres, described as The Barbee Family Revocable Trust Tract Two Part of Called 98.856 acres out of the Benjamin F Klein Survey, generally located at 100 Sunrise Hills. Lampasas, Texas. Lampasas County from Commercial “C” to Agriculture District “AG is hereby approved.

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

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

PASSED AND APPROVED THE FIRST READING ON THIS 9<sup>th</sup> DAY OF NOVEMBER 2020.

PASSED AND ADOPTED ON THE SECOND READING ON THE 23<sup>RD</sup> DAY OF NOVEMBER 2020.

APPROVED:

ATTEST:

\_\_\_\_\_  
Misti Talbert, Mayor

\_\_\_\_\_  
Christina Marez, City Secretary

APPROVED AS TO FORM:

Jo-Christy Brown, City Attorney

[Signature of Attorney Provided on Separate Page, to be Attached]

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City Manager

ITEM NO. 3.2

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

**Subject:**

DISCUSSION AND POSSIBLE ACTION REGARDING THE SECOND READING OF AN ORDINANCE OF THE CITY COUNCIL OF THE CITY LAMPASAS, TEXAS AMENDING APPENDIX A FEE SCHEDULE, CHAPTER 54, ENTITLED 'PARKS AND RECREATION', ARTICLE I, SECTION (h) ENTITLED 'PARK FACILITY PER DAY RENTAL AND DEPOSITS'; ADDING NEW SECTION (5) RELATED TO HOSTESS HOUSE RENTAL/BOOKING FEES AND DEPOSITS; CONTAINING SEVERABILITY AND REPEALER CLAUSES; AND PROVIDING FOR AN EFFECTIVE DATE.

Requested By: Vicki Tower, Parks Secretary

Submitted By: Becky Sims, Assistant City Secretary

Date Submitted: November 4, 2020

For the Agenda of: November 23, 2020

**Procurement and Funding Statement:**

N/A

Attachments: Ordinance

**Summary Statement:**

This is the second reading of an Ordinance

**Recommendation:**

To consider a motion to approve the second reading of an Ordinance amending Appendix A Fee Schedule, Chapter 54 entitled 'Parks and Recreation', Article 1, Section (h) entitled 'Park Facility Per Day Rental and Deposits', adding new section (5) related to Hostess House Rental/Booking Fees and Deposits.

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

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY LAMPASAS, TEXAS AMENDING APPENDIX A FEE SCHEDULE, CHAPTER 54, ENTITLED ‘PARKS AND RECREATION’, ARTICLE I, SECTION (h) ENTITLED ‘PARK FACILITY PER DAY RENTAL AND DEPOSITS’; ADDING NEW SECTION (5) RELATED TO HOSTESS HOUSE RENTAL/BOOKING FEES AND DEPOSITS; CONTAINING SEVERABILITY AND REPEALER CLAUSES; AND PROVIDING FOR AN EFFECTIVE DATE.**

RECITALS

**WHEREAS**, the City of Lampasas, Texas is a Home Rule Municipality located in Lampasas County, Texas, that is authorized and enabled by its Charter and the laws of Texas to enact local legislation for the benefit and proper operation of the City’s facilities and amenities.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LAMPASAS, THAT THE LAMPASAS CODE OF ORDINANCES HEREBY BE AMENDED AS FOLLOWS:

**PART 1:**

Appendix “A” Fee Schedule, Chapter 54, entitled ‘Parks and Recreation’, Article I, Section (h)entitled ‘Park Facilities Per Day Rental and Deposits’ hereby amended to add the following new provision, to be codified as new subsection **(5) “Hostess House Rental/Booking Fees and Deposits**, as worded and detailed below:

APPENDIX A

Chapter 54

Article I – In General

(a)-(g) (no changes)

(h) Park Facilities Per Day Rental and Deposits

(1)-(4) (no changes)

**NEW**

(5)	Hostess House Rental/Booking and Deposit Fees (In City and Out of City)	
	Cleaning Deposit (refundable) <ul style="list-style-type: none"><li>• Small Group (30 or less) 1<sup>st</sup> floor only</li><li>• Medium Group (31-75)</li><li>• Large Group (75 or more)</li><li>• Non-Profit (501c3) 1<sup>st</sup> floor only</li></ul>	\$50.00 \$100.00 \$100.00 per floor \$50.00
	Booking Fee (non-refundable) <ul style="list-style-type: none"><li>• Small Group (30 or less) 1<sup>st</sup> floor only</li><li>• Medium Group (31-75)</li></ul>	N/A \$50.00

	<ul style="list-style-type: none"> <li>• Large Group (75 or more)</li> <li>• Non-Profit (501c3) 1<sup>st</sup> floor only</li> </ul>	\$100.00 per floor N/A
	<b>Rental Rate (City of Lampasas Resident)</b> <ul style="list-style-type: none"> <li>• Small Group (30 or less) 1<sup>st</sup> floor only <ul style="list-style-type: none"> <li>○ \$35.00 for 2 hours (plus 1-hour set-up/clean-up time)</li> <li>○ \$60.00 for 4 hours (plus 2-hours set-up/clean-up time)</li> </ul> </li> <li>• Medium Group (31-75) <ul style="list-style-type: none"> <li>○ \$70.00 for 2 hours (plus 1-hour set-up/ clean-up time)</li> <li>○ \$120.00 for 4 hours (plus 2 hours set-up/clean-up time)</li> </ul> </li> <li>• Large Group (75 or more) <ul style="list-style-type: none"> <li>○ \$100.00 per hour (3-hour minimum) per floor</li> <li>○ \$800.00- all day (8:00 a.m.-midnight) per floor</li> </ul> </li> <li>• Non-Profit (501c3) 1<sup>st</sup> floor only <ul style="list-style-type: none"> <li>○ \$35.00 for 2-hours</li> <li>○ \$50.00 for 4-hours</li> </ul> </li> </ul>	
	<b>Rental Rate (NON- City of Lampasas Resident)</b> <ul style="list-style-type: none"> <li>• Small Group (30 or less) 1<sup>st</sup> floor only <ul style="list-style-type: none"> <li>○ \$50.00 for 2 hours (plus 1-hour set-up/clean-up time)</li> <li>○ \$75.00 for 4 hours (plus 2-hours set-up/clean-up time)</li> </ul> </li> <li>• Medium Group (31-75) <ul style="list-style-type: none"> <li>○ \$100.00 for 2 hours (plus 1-hour set-up/ clean-up time)</li> <li>○ \$150.00 for 4 hours (plus 2 hours set-up/clean-up time)</li> </ul> </li> <li>• Large Group (75 or more) <ul style="list-style-type: none"> <li>○ \$100.00 per hour (3-hour minimum) per floor</li> <li>○ \$800.00- all day (8:00 a.m.-midnight) per floor</li> </ul> </li> <li>• Non-Profit (501c3) 1<sup>st</sup> floor only <ul style="list-style-type: none"> <li>○ \$35.00 for 2-hours</li> <li>○ \$50.00 for 4-hours</li> </ul> </li> </ul>	
	<b>WEDDING SPECIAL</b> Monday Noon-Wednesday Noon	
	Cleaning Deposit (Refundable)	\$100.00 per floor
	Booking Fee (Non-Refundable)	\$100.00 per floor
	<b>Rental Rate: (City of Lampasas Resident and NON-City of Lampasas Resident)</b> <ul style="list-style-type: none"> <li>• Monday</li> <li>• Tuesday</li> <li>• Wednesday</li> </ul>	\$200.00 per floor \$400.00 per floor \$200.00 per floor
	<b>WEDDING SPECIAL</b> Friday Noon-Sunday Noon	
	Cleaning Deposit (Refundable)	\$100.00 per floor
	Booking Fee (Non-Refundable)	\$100.00 per floor
	<b>Rental Rate (City of Lampasas Resident and NON-City of Lampasas Resident)</b> <ul style="list-style-type: none"> <li>• Friday</li> <li>• Saturday</li> <li>• Sunday</li> </ul>	\$200.00 per floor \$800.00 per floor \$200.00 per floor

**PART 2:** If any section or part of a section of this Ordinance is held to be invalid or unconstitutional by a court of competent jurisdiction, that holding shall not invalidate or impair the validity, force or effect of any other section or part of a section of this Ordinance.

**PART 3:** This Ordinance supersedes and repeals all ordinances or parts of ordinances, if any, in conflict herewith; however, such present ordinances shall remain in full force and effect until the effective date of this Ordinance.

**PART 4:** This Ordinance shall take effect upon the date of final passage noted below, or when all applicable publication requirements, if any, are satisfied in accordance with the City's Charter, Code of Ordinances, and the laws of State of Texas.

Date of First Reading: November 9, 2020

Date of Second Reading: November 23, 2020

PASSED AND APPROVED THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2020.

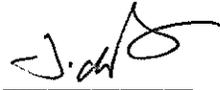
\_\_\_\_\_  
Misti Talbert, Mayor

ATTEST:

\_\_\_\_\_  
Christina Marez, City Secretary

APPROVED AS TO FORM:

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

  
City Manager

ITEM NO. 3.3

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

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**Subject:**

Discussion and possible action regarding the second reading of an Ordinance to amend the Code of Ordinances of the City of Lampasas, Chapter 54 "Parks and Recreation" by amending Section 54-166; providing for a Savings Clause; providing for a Severability Clause; Providing for a Penalty or Fine not to exceed \$500.00 per offense; and providing an effective date.

Requested By: Sammy Bailey, Police Chief

Submitted by: Sammy Bailey, Police Chief

Date Submitted: November 6, 2020

For the agenda of: November 23, 2020

**Procurement and Funding Statement:**

N/A

Attachments:

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**Summary Statement:**

This is the second reading of an Ordinance

**Recommendation:**

A motion to approve the second reading of an Ordinance to amend the Code of Ordinances for the City of Lampasas Chapter 54 "Parks and Recreation" Section 54-166.

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

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAMPASAS, TEXAS AMENDING THE CODE OF ORDINANCES OF THE CITY OF LAMPASAS, CHAPTER 54 "PARKS AND RECREATION" BY AMENDING SECTION 54-166.; PROVIDING FOR A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR A PENALTY OR FINE NOT TO EXCEED \$500.00 PER OFFENSE; AND PROVIDING AND EFFECTIVE DATE.

**WHEREAS**, the City of Lampasas is a Home Rule Municipality located in Lampasas County, Texas which is enabled by its Charter and the laws of Texas to enact local legislation related to public safety; and

**WHEREAS**, in response to citizen input, City Council requested staff review the benefits and burdens associated with allowing motor vehicles and golf carts to operate in any public park within the city's paved or unpaved pathways, park tracks, pedestrian trails, hiking trails or any other lanes within the parks; and

**WHEREAS**, the City Council finds it to be necessary to amend Section 54-166 "Operation Of Motor Vehicles" for the protection of public safety to prohibit the operation of vehicles and golf carts, in any public park within the city, except when legally upon on roadways constructed and designed for such vehicle traffic.

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

**SECTION 1.** The City of Lampasas Code of Ordinances Chapter 54 "Parks and Recreation" Section 54-166 is amended by establishing (a) definition for motor vehicle, (b) removing the exception to golf carts, (d) removing Operation of Golf Carts, adding (d) Applicability of this section, amending (e) to Penalties, and removing (f) Enforcement and Penalties, to read as follows:

**Section 54-166. - Operation of motor vehicles.**

(a) *Definitions.* The following words, terms, and phrases, when used in this section, shall have the meanings ascribed to them in this subsection, except where the context clearly indicates a different meaning:

*Motor Vehicle* means a vehicle as defined by the Texas Transportation Code Section 501.002, including but not limited to: Any motor driven or propelled vehicle required to be registered under the laws of the state; A trailer or semitrailer, other than manufactured housing, that has a gross weight that exceeds 4,000 pounds; A travel trailer; An off-highway vehicle, as defined by Texas Transportation Code Section 551A.001; or A motorcycle or moped that is not required to be required to be registered under the laws of this state.

*Public Park* means all public parks in the city, whether owned by the city or only dedicated to the use of public as a public park.

(b) *Operation prohibited.* It shall be hereafter unlawful for any person to operate any motor vehicle in any public park within the city, except legally on roadways constructed and

designated for such motor vehicle traffic. No off-highway vehicle, as defined in Texas Transportation Code 551A.001, may be operated in any City Parks.

- (c) *Erection of traffic control devices for enforcement.* The Chief of Police or Street Supervisor or their designated agents are hereby authorized and instructed to erect such barriers, signs and traffic control devices as may be necessary to effectively enforce this section.
- (d) *Applicability of section.* This section 56-166, shall not apply to the operation of golf carts on the public golf course in the city.
- (e) *Penalties.* Any person violating any provision of Section 56-166 shall be guilty of a Class C Misdemeanor; and upon conviction, shall be punished by fine not to exceed \$500.00.

**SECTION 2.** The provisions of this Ordinance are severable and, thus, the invalidity of any word, phrase, or part of this Ordinance shall not affect the validity or effectiveness of the remainder of the Ordinance.

**SECTION 3.** All Ordinances or part of Ordinances in conflict with the provisions of this Ordinance are hereby repealed, and are specifically replaced by the terms set forth in the amendments.

**SECTION 4.** It is hereby officially found and determined that the meeting at which this is passed is open to the public and public notice of the time, place and purpose of said meeting was given as required by law.

**SECTION 5.** This Ordinance shall be effective at the time that its publication, if required by state law, has been accomplished by the City.

**READ AND CONSIDERED ON FIRST READING** by the City Council of Lampasas at a regular meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 2020 at which a quorum was present and for which due notice was given pursuant to Section 551.001, et.seq. of the Local Government Code.

**READ AND CONSIDERED, PASSED, AND APPROVED ON THE SECOND AND FINAL READING** by the City Council of Lampasas at the regular meeting on the \_\_\_\_\_ day of \_\_\_\_\_, 2020, at which a quorum was present and for which due notice was given pursuant to Section 551.001, et.seq. of the Local Government Code.

\_\_\_\_\_  
Misti Talbert, Mayor

ATTEST:

\_\_\_\_\_  
Christina Marez, City Secretary

APPROVED AS TO FORM:

Jo-Christy Brown, City Attorney

(Signature of Attorney provided on separate page, to be attached)

## Questions and Answers Regarding Golf Carts

The City of Lampasas recently amended Ordinances; Chapter 54-Parks and Recreation Section 54-166 Operation of Motor Vehicles and Chapter 26-Cemeteries, Article 1-in General, Section 26-73; Rule 13 Miscellaneous Provisions by adding (j) Operation of Motor Vehicles to prohibit motor vehicles in the parks and cemeteries within the city, except legally on roadways or designated parking areas constructed and designated for motor vehicles and to update the Ordinances in accordance with the changes provided by the 2019 Texas Legislature.

This prompted many questions about when golf carts are allowed to operate on city streets. Lampasas City Council provided an additional allowance within the Ordinance changes following Texas Transportation Code to allow golf carts to be operated in the same manner as to and from the golf course to the cemeteries of Lampasas.

The intentions of the City Council of Lampasas, City of Lampasas and the Lampasas Police Department are always for life safety and the betterment of our community. The questions and answers we provide here are some of the most recent questions we've been asked about the operation of Golf Carts and Off-Road Vehicles. We provide these question and answers to help you be better informed about Texas Traffic Laws and the recent changes to the Lampasas City Ordinances. In providing them we also hope to help keep you and yours safe on and off our highways.

*You'll find that many of our answers come from the recent changes to the City Ordinances mentioned above and from the Texas Transportation Code and from Texas Transportation Code Chapter 551 Operation of Bicycles, Mopeds, and Play Vehicles Subchapter F Golf Carts.*

- 1. Is a golf cart considered a motor vehicle?** Texas Transportation Code Subchapter F Golf Carts Section 551.401; provides the definition of Golf cart. Golf Cart means a motor vehicle designed by the manufacturer primarily for use on a golf course.
  
- 2. Do you have to have a driver's license to operate a golf cart on city streets?** Since the definition means a golf cart is a motor vehicle, you are required to follow the rules of the road as you would with a motor vehicle while operating a golf cart on the highway; therefore, the operator of a golf cart is required to have a driver's license when the golf cart is operated on a city street.
  - *Attorney General of the State of Texas, Ken Paxton has been asked for his opinion regarding whether a person must possess a driver's license to lawfully operate a golf cart on public streets. Hon. Ken Paxton request that the Attorney General issue an opinion concluding that a driver's license is required to lawfully operate a golf cart on a publicly maintained street. RQ-0381-KP File # ML-48889-20, ID#48889*

3. **Can my child drive my golf cart?** According to the definition of a golf cart and the Attorney General of Texas Ken Paxton's opinion a driver's license is required to operate a golf cart on the highway. Texas Transportation Code 521.021

*Unlicensed children should never operate a golf cart on a highway. The Lampasas Police Department has concerns for children driving golf carts. Many children drive golf carts in a reckless manner that is unsafe, most are unfamiliar with the basic rules of the road, and many do not know to follow traffic laws. Also, other drivers may not be accustomed to sharing the road with a golf cart. September 6, 2020 a bunch of children were riding a multi-passenger golf cart in Magnolia, Texas, and the golf cart rolled onto the roadway killing an 11 year old child and injuring others. Colorado, Texas-Luke Siegel 9 year old critically injured in a golf cart accident.*

4. **Can I get a ticket if I let my child drive the golf cart?** If they are on private property or the golf course, no, but if they are on the highway you could receive a ticket for allowing an unlicensed driver to operate a motor vehicle on a public roadway. Depending on their age, they could also receive a ticket for operating a motor vehicle without a license. *The intent is for law enforcement to enforce state and local laws now to avoid having to work a tragedy such as we mentioned in #3 in the future.*

5. **Since my golf cart is a motor vehicle, do I have to register my golf cart?** No, the Texas Department of Motor Vehicles does not issue titles or register golf carts; however they may issue you a license plate, they charge a fee not to exceed \$10.00, and the license plate does not expire. *Texas Transportation Code 551.402 (b) says, a person may operate a golf cart on a highway in a manner authorized by Sub-Chapter F-Golf Carts, if the vehicle displays a license plate. If your cart already has a license plate and you are not the previous owner of the golf cart, you will need to obtain a new license plate. Texas Transportation Code Section 551.402.*

**(a) Wait, I have to have a license plate to operate my golf cart on the highway?** Yes, you may operate a golf cart on a highway as authorized by Texas Transportation Code Subchapter F Golf Carts only if the vehicle displays a license plate issued under Section 551.402. *You can obtain your Golf Cart license plate from the County-Tax Assessor-Collector's Office. In Lampasas they are located at the Courthouse Annex, 409 South Pecan, #101; their phone number is (512) 556-8271.*

6. **So, I can operate a golf cart on the highway or city street anywhere with a license plate?** In the City of Lampasas there are only two qualifications for allowance to operate a golf cart on a highway:

- (1) To and From the *Golf Course* if,
  - (a) The posted speed limit is not more than 35 miles per hour; if the golf cart is operated:
  - (b) during the daytime; and
  - (c) not more than two miles from the location where the golf cart is usually parked and for transportation to and from a golf course. *Texas Transportation Code Section 551.403 (3)*; and
- (2) *Cemeteries, as allowed by the City Council of Lampasas* if,
  - (a) The posted speed limit is not more than 35 miles per hour, if the golf cart is operated:
  - (b) during the daytime; and
  - (c) not more than two miles from the location where the golf cart is usually parked and transportation to and from the cemetery. *Texas Transportation Code 551.404 (a)(1) (2)*

**Note: Don't forget you have to follow the laws of the State of Texas.**

7. **Has the City of Lampasas adopted an ordinance prohibiting a golf cart to be operated on a public highway?** No, the City of Lampasas does not have a city ordinance prohibiting a golf cart from being operated on the highway or city street of the City of Lampasas, but they can only be operated as per City Ordinance and Texas Transportation Code 551.403 and 551.404. (See #6).
  - *In 2012 the Attorney General of Texas concluded that the purpose of driving the golf cart on the highway must be to transport a person to and from a golf course. See Tex. Att'y Gen. Op. No. GA-0966 (2012).*
8. **So, I can only drive my golf cart on a highway with a speed limit not more than 35 mph, during the daytime, and not more than two miles from the location where I usually park my golf cart and only for transportation to and from the golf course or the cemetery?** Texas Transportation Code Section 551.403 allows you to operate your golf cart to and from the golf course with restrictions. Lampasas City Ordinances allows you to operate your golf cart to and from the city cemetery with the same restrictions as to and from the Golf Course. *Texas Transportation Code Section 551.403, 551.404, and 551.4041 (See #6).*
9. **Must a golf cart have certain equipment to operate on the highway?** The City of Lampasas allows golf carts to be operated in accordance with *Texas Transportation Code 551.403, and by City Ordinance golf carts are allowed to operate to and from City Cemeteries, as allowable per Texas Transportation Code 551.404. (See #6).*

*Per Texas Transportation Code 551.4041, a golf cart that is operated under Section 551.404, requires a golf cart to have the following equipment to operate the golf cart:*

- a. headlamps;
  - b. tail lamps;
  - c. reflectors;
  - d. parking brake; and
  - e. mirrors
1. Some cities and counties require additional equipment; such as, seat belts to operate on highways and for the golf cart to be insured. See *Texas Transportation Code 551.402, 551.403, 551.404 and 551.4041 for Texas Transportation Code requirements.*

*The City of Lampasas City Council does not wish to place additional burdens on the residents of the City of Lampasas that are legally operating their golf cart to and from a City of Lampasas golf course or cemetery. **You are required to follow all Texas Traffic Laws and Ordinances while operating your golf cart in the City of Lampasas.***

**10. Do I need liability insurance on my golf cart?** Texas Transportation Code Section 601.502 (a) financial responsibility does not apply to a golf cart operated only as authorized by Texas Transportation Code 551.403 and 551.404. (See #6). *Check with your insurance agent, because it's not a bad idea to have your golf cart insured, especially if you are operating it on a highway. Some other communities require it to operate a golf cart on their roadways. According to the Consumer Products Safety Commission (CPSC), in Texas reports show a high rate of injury accidents involving golf carts. According to the CPSC statistics 40 percent of injuries that required emergency room visits were due to someone falling out of the cart and most often involved children younger than 16 years of age. Common injuries associated with golf carts is head injury/trauma from ejection of the passenger/s.*

**11. Am I required to have a slow moving emblem on my golf cart if I'm on a highway?** A slow moving vehicle shall display a slow moving vehicle emblem. A golf cart that is operated at speed of not more than 25 miles per hour is required to display a slow-moving-vehicle emblem when it is operated on a highway. See *Texas Transportation Code Section 547.703*

**12. Can I cross the highway at an intersection where the posted speed limit is more than 35 miles per hour?** Yes, a golf cart may cross a highway at an intersection, including an intersection with a highway that has a posted speed limit of more than 35 miles per hour. *Texas Transportation Code Section 551.405.*

**13. There are times when I have a late tee time and its dark when I finish at the golf course, can I drive my golf cart home?** Texas Transportation Code only allows golf carts on the highway during the daytime per Texas Transportation Code Section 551.403. *Texas Transportation Code Section 541.401 defines daytime as the period beginning one-half hour before sunrise and ending one-half hour after sunset.*

**14. What is the difference between highway, public highway, roadway, and street?**

*Texas Transportation Code Section 502.001 (35) includes in its definition of public highway, road, street, way, thoroughfare, bridge, that is in this state, used for vehicles and is not privately owned or controlled. Other Sections throughout the Texas Transportation Code define public highway, highway, etc.*

**15. So, I can't load the wife and kids up and drive the golf cart to our favorite restaurant in Lampasas like I do when we are on vacation in Port Aransas?**

No, the City of Lampasas only allows two options for the operation of golf carts on highways. One option is to and from the Golf Course and the other is to and from the Cemetery with the following requirements; the posted speed limit cannot be more than 35 miles per hour, during the daytime; and not more than two miles from the location where the golf cart is usually parked and transportation to and from the Golf Course and by City Council approval the Cemetery (See #6).

**16. In Galveston and Port Aransas, I see people driving golf carts everywhere.**

Not everywhere, most communities that allow you to operate a golf cart on public highways have strict Ordinances. Many say exactly where you may and may not operate your golf cart, the requirements for operating, additional equipment and have cost and fees associated with them. Make sure you know before you go. You can google golf cart ordinances for the city or county where you are going or you can call their municipal or county offices for advice. *Check in advance because some require city or county registrations that can't be processed in a day.*

**17. Do Golf Carts have to follow motor vehicle laws?** Yes, because they are defined as a motor vehicle. When they are on a public highway, the operator of the golf cart must obey all traffic laws including all traffic control devices; such as, traffic lights, stop signs, yield signs, speed limits, use blinker signals or hand signs to turn, and follow other laws.

**18. Can I get a DWI or open container ticket while operating my golf cart on a highway?** Yes, the definition of golf carts defines golf cart as a motor vehicle- most traffic laws apply to their operation.

**19. I have a learners permit to operate a vehicle on a public street, can I operate a golf cart on a public street?** Yes, so long as you are accompanied in the front seat by a licensed driver who is at least 21 years of age. Same as for any motor vehicle on the streets, Texas Traffic Code 521.222, and since we are talking about golf carts, (see #6 and #9).

**20. Can I or my unlicensed child drive our golf cart on a sidewalk or on the park or cemetery walking paths?**

No, motor vehicles are not allowed to operate on sidewalks by state law and they are not allowed on the off road property of the parks and cemeteries in Lampasas. *See, Lampasas City Ordinances Parks and Cemeteries-Operation of Motor Vehicles.*

**21. Can I drive my golf cart on the shoulder of the road?** Since your golf cart is defined as a motor vehicle, you have to follow Texas Transportation Codes, See Texas Transportation Code § 545.058- Driving on Improved Shoulder.

**22. Well, I have been driving all over Lampasas in my golf cart and no one has said anything to me. Officers see me and have not stopped me, why?** In the past, there were less laws pertaining to golf carts because they were mostly used on the golf course and not the roadways. As golf carts become more affordable and can be seen as more cost effective to operate for short distances more are being operated on the highways. With more operation on and off the highway accidents and crashes occur, this causes concerns for life safety.

*The Lampasas Police Department plans are to attempt to educate golf cart operators about state laws and local ordinances; however, law enforcement officers have the discretion to issue citations for traffic violations at any time.*

**23. Can I drive my Polaris, Gator, utility side by side to the Park or Cemetery?**

These are considered "Off-Road Vehicles" and are not allowed to be operated on highways, unless you qualify for an exception. They are not allowed by the city ordinances mentioned above in city Parks and Cemeteries. *See Texas Transportation Code Section 551A-057 and 551A.058.*

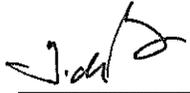
**24. Then where can I drive my off-highway vehicle?** On your private property. There is also public off-highway vehicle land, designed for recreational use as

authorized under Chapter 29, Parks and Wildlife Code. You can find additional information at Off-Highway Vehicle Program (OHV) at <https://tpwd.texas.gov/state-parks/texas-off-highway-program>.

**25. We have a very nice Ranger that sits six people. It has all the equipment that a car has, and cost almost as much as any car, why can't I drive it on the highway?** Regardless, it is still considered an "off-road vehicle" and not allowed by state law on the roadways, unless you qualify for an exception.

**26. What caused all these changes?** Many of the questions here and what has been discussed during City Council meetings is for the safety of our public. Most have been enforceable by state law but until recently was a little vague for law enforcement or allowed by City Ordinance and recently changed for the safety of all.

This past Legislature addressed concerns and issues regarding golf carts and off-road vehicles on highways within the Texas Transportation Code. We believe future legislation will provide even clearer direction and laws pertaining to golf carts and Off-Road Vehicles on public highways.

  
City Manager

ITEM NO. 3.4

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

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**Subject:**

Discussion and possible action to approve the second reading of an Ordinance to amend Article 1-In General, "Cemeteries" Section 26-73, Rule 13 Miscellaneous Provisions to establish (j) Operation of Motor Vehicles, providing for a savings clause; providing for a severability clause; providing for a penalty or fine not to exceed \$500.00 per offense; and providing an effective date.

Requested By: Sammy Bailey, Police Chief

Submitted by: Sammy Bailey, Police Chief

Date Submitted: November 6, 2020

For the agenda of: November 23, 2020

**Procurement and Funding Statement:**

N/A

Attachments: N/A

**Summary Statement:**

This is the second reading of an Ordinance

**Recommendation:**

A motion to approve the second reading of amendments to Article 1, General, "Cemeteries" Section 26-73 Miscellaneous Provisions to establish (j) Operation of Motor Vehicles.

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

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAMPASAS, TEXAS AMENDING THE CODE OF ORDINANCES OF THE CITY OF LAMPASAS, CHAPTER 26 "CEMETERIES" BY AMENDING ARTICLE 1-IN GENERAL, SECTION 26-73, RULE 13 MISCELLANEOUS PROVISIONS TO ESTABLISH (j) OPERATION OF MOTOR VEHICLES, PROVIDING FOR A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR A PENALTY OR FINE NOT TO EXCEED \$500.00 PER OFFENSE; AND PROVIDING AND EFFECTIVE DATE.

**WHEREAS**, the City of Lampasas is a Home Rule Municipality located in Lampasas County, Texas which is enabled by its Charter and the laws of Texas to enact local legislation related to public safety; and

**WHEREAS**, in response to citizen input City Council requested staff review the benefits and burdens associated with allowing motor vehicles and golf carts to operate in any City of Lampasas cemetery.

**WHEREAS**, the City Council finds it to be necessary to establish (j) "Operation Of Motor Vehicles" for the protection of public safety to prohibit the operation of vehicles and golf carts, in any public cemetery within the city, except when legally upon on roadways constructed and designed for such vehicle traffic or designated parking areas;

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

**SECTION 1.** The City of Lampasas Code of Ordinances Chapter 26 "Cemeteries", Section 26-73 Rule 13, Miscellaneous Provisions adding paragraph **(j) Operation of Motor Vehicles**, to include Motor Vehicle definition; Operation Prohibited; Erection of Traffic Control Devices for Enforcement; Applicability of Section, and Penalties to read as follows:

(j)- Operation of motor vehicles.

(1) *Definitions.* The following words, terms, and phrases, when used in this section, shall have the meanings ascribed to them in this subsection, except where the context clearly indicates a different meaning:

*Motor Vehicle* means a vehicle as defined by the Texas Transportation Code 501.002, including but not limited to: Any motor driven or propelled vehicle required to be registered under the laws of the state; A trailer or semitrailer, other than manufactured housing, that has a gross weight that exceeds 4,000 pounds; A travel trailer; An off-highway vehicle, as defined by Texas Transportation Code Section 551A.001; or a motorcycle or moped that is not required to be registered under the laws of this state.

(a) *Operation prohibited.* It shall be hereafter unlawful for any person to operate any motor vehicle in any cemetery within the city, except legally on roadways or designated parking areas constructed and designated for such motor vehicle. No off-highway vehicles, as defined in Texas Transportation Code 551A.001, may be operated at the Cemetery.

- (b) *Erection of traffic control devices for enforcement.* The Chief of Police or Street Supervisor or their designated agents are hereby authorized and instructed to erect such barriers, signs and traffic control devices as may be necessary to effectively enforce this section.
- (c) *Applicability of section.* This section shall not apply to the legal operation of motor vehicles, or golf carts on the designated roadways in the cemetery.
  - (1) Written permission is required from the City Manager with the date and time permission is granted for non-roadway areas to be accessed by a motor vehicle and/or golf cart.
- (d) *Operation of Golf Carts:* The Lampasas City Council in accordance with Texas Transportation Code 551.404 allows an operator to operate a golf cart on all or part of a highway in the following manner:
  - (1) The posted speed limit is not more than 35 miles per hour; if the golf cart is operated;
  - (2) during the daytime; and
  - (3) not more than two miles from the location where the golf cart is usually parked and or transportation to and from a City of Lampasas cemetery.
- (e) *Penalty.* Any person violating any provision of Section 56-166, Section 26-73 Rule 13, Miscellaneous Provision (j) shall be guilty of a Class C Misdemeanor; and upon conviction, shall be punished by fine not to exceed \$500.00.

**SECTION 2.** The provisions of this Ordinance are severable and, thus, the invalidity of any word, phrase, or part of this Ordinance shall not affect the validity or effectiveness of the remainder of the Ordinance.

**SECTION 3.** All Ordinances or part of Ordinances in conflict with the provisions of this Ordinance are hereby repealed, and are specifically replaced by the terms set forth in the amendments.

**SECTION 4.** It is hereby officially found and determined that the meeting at which this is passed is open to the public and public notice of the time, place and purpose of said meeting was given as required by law.

**SECTION 5.** This Ordinance shall be effective at the time that its publication, if required by state law, has been accomplished by the City.

**READ AND CONSIDERED ON FIRST READING** by the City Council of Lampasas at a regular meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 2020 at which a quorum was present and for which due notice was given pursuant to Section 551.001, et.seq. of the Local Government Code.

**READ AND CONSIDERED, PASSED, AND APPROVED ON THE SECOND AND FINAL READING** by the City Council of Lampasas at the regular meeting on the \_\_\_\_\_ day of \_\_\_\_\_, 2020, at which a quorum was present and for which due notice was given pursuant to Section 551.001, et.seq. of the Local Government Code.

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Misti Talbert, Mayor

ATTEST:

\_\_\_\_\_  
Christina Marez, City Secretary

APPROVED AS TO FORM:  
Jo-Christy Brown, City Attorney  
(Signature of Attorney provided on separate page, to be attached)

## Questions and Answers Regarding Golf Carts

The City of Lampasas recently amended Ordinances; Chapter 54-Parks and Recreation Section 54-166 Operation of Motor Vehicles and Chapter 26-Cemeteries, Article 1-in General, Section 26-73; Rule 13 Miscellaneous Provisions by adding (j) Operation of Motor Vehicles to prohibit motor vehicles in the parks and cemeteries within the city, except legally on roadways or designated parking areas constructed and designated for motor vehicles and to update the Ordinances in accordance with the changes provided by the 2019 Texas Legislature.

This prompted many questions about when golf carts are allowed to operate on city streets. Lampasas City Council provided an additional allowance within the Ordinance changes following Texas Transportation Code to allow golf carts to be operated in the same manner as to and from the golf course to the cemeteries of Lampasas.

The intentions of the City Council of Lampasas, City of Lampasas and the Lampasas Police Department are always for life safety and the betterment of our community. The questions and answers we provide here are some of the most recent questions we've been asked about the operation of Golf Carts and Off-Road Vehicles. We provide these question and answers to help you be better informed about Texas Traffic Laws and the recent changes to the Lampasas City Ordinances. In providing them we also hope to help keep you and yours safe on and off our highways.

*You'll find that many of our answers come from the recent changes to the City Ordinances mentioned above and from the Texas Transportation Code and from Texas Transportation Code Chapter 551 Operation of Bicycles, Mopeds, and Play Vehicles Subchapter F Golf Carts.*

- 1. Is a golf cart considered a motor vehicle?** Texas Transportation Code Subchapter F Golf Carts Section 551.401; provides the definition of Golf cart. Golf Cart means a motor vehicle designed by the manufacturer primarily for use on a golf course.
- 2. Do you have to have a driver's license to operate a golf cart on city streets?** Since the definition means a golf cart is a motor vehicle, you are required to follow the rules of the road as you would with a motor vehicle while operating a golf cart on the highway; therefore, the operator of a golf cart is required to have a driver's license when the golf cart is operated on a city street.
  - *Attorney General of the State of Texas, Ken Paxton has been asked for his opinion regarding whether a person must possess a driver's license to lawfully operate a golf cart on public streets. Hon. Ken Paxton request that the Attorney General issue an opinion concluding that a driver's license is required to lawfully operate a golf cart on a publicly maintained street. RQ-0381-KP File # ML-48889-20, ID#48889*

3. **Can my child drive my golf cart?** According to the definition of a golf cart and the Attorney General of Texas Ken Paxton's opinion a driver's license is required to operate a golf cart on the highway. Texas Transportation Code 521.021

*Unlicensed children should never operate a golf cart on a highway. The Lampasas Police Department has concerns for children driving golf carts. Many children drive golf carts in a reckless manner that is unsafe, most are unfamiliar with the basic rules of the road, and many do not know to follow traffic laws. Also, other drivers may not be accustomed to sharing the road with a golf cart. September 6, 2020 a bunch of children were riding a multi-passenger golf cart in Magnolia, Texas, and the golf cart rolled onto the roadway killing an 11 year old child and injuring others. Colorado, Texas-Luke Siegel 9 year old critically injured in a golf cart accident.*

4. **Can I get a ticket if I let my child drive the golf cart?** If they are on private property or the golf course, no, but if they are on the highway you could receive a ticket for allowing an unlicensed driver to operate a motor vehicle on a public roadway. Depending on their age, they could also receive a ticket for operating a motor vehicle without a license. *The intent is for law enforcement to enforce state and local laws now to avoid having to work a tragedy such as we mentioned in #3 in the future.*
5. **Since my golf cart is a motor vehicle, do I have to register my golf cart?** No, the Texas Department of Motor Vehicles does not issue titles or register golf carts; however they may issue you a license plate, they charge a fee not to exceed \$10.00, and the license plate does not expire. *Texas Transportation Code 551.402 (b) says, a person may operate a golf cart on a highway in a manner authorized by Sub-Chapter F-Golf Carts, if the vehicle displays a license plate.* If your cart already has a license plate and you are not the previous owner of the golf cart, you will need to obtain a new license plate. *Texas Transportation Code Section 551.402.*

**(a) Wait, I have to have a license plate to operate my golf cart on the highway?** Yes, you may operate a golf cart on a highway as authorized by Texas Transportation Code Subchapter F Golf Carts only if the vehicle displays a license plate issued under Section 551.402. *You can obtain your Golf Cart license plate from the County-Tax Assessor-Collector's Office. In Lampasas they are located at the Courthouse Annex, 409 South Pecan, #101; their phone number is (512) 556-8271.*

6. **So, I can operate a golf cart on the highway or city street anywhere with a license plate?** In the City of Lampasas there are only two qualifications for allowance to operate a golf cart on a highway:

- (1) To and From the *Golf Course* if,
  - (a) The posted speed limit is not more than 35 miles per hour; if the golf cart is operated:
  - (b) during the daytime; and
  - (c) not more than two miles from the location where the golf cart is usually parked and for transportation to and from a golf course. *Texas Transportation Code Section 551.403 (3)*; and
- (2) *Cemeteries, as allowed by the City Council of Lampasas if,*
  - (a) The posted speed limit is not more than 35 miles per hour, if the golf cart is operated:
  - (b) during the daytime; and
  - (c) not more than two miles from the location where the golf cart is usually parked and transportation to and from the cemetery. *Texas Transportation Code 551.404 (a)(1) (2)*

**Note: Don't forget you have to follow the laws of the State of Texas.**

- 7. Has the City of Lampasas adopted an ordinance prohibiting a golf cart to be operated on a public highway?** No, the City of Lampasas does not have a city ordinance prohibiting a golf cart from being operated on the highway or city street of the City of Lampasas, but they can only be operated as per City Ordinance and Texas Transportation Code 551.403 and 551.404. (See #6).
  - *In 2012 the Attorney General of Texas concluded that the purpose of driving the golf cart on the highway must be to transport a person to and from a golf course. See Tex. Att'y Gen. Op. No. GA-0966 (2012).*
- 8. So, I can only drive my golf cart on a highway with a speed limit not more than 35 mph, during the daytime, and not more than two miles from the location where I usually park my golf cart and only for transportation to and from the golf course or the cemetery?** Texas Transportation Code Section 551.403 allows you to operate your golf cart to and from the golf course with restrictions. Lampasas City Ordinances allows you to operate your golf cart to and from the city cemetery with the same restrictions as to and from the Golf Course. *Texas Transportation Code Section 551.403, 551.404, and 551.4041 (See #6).*
- 9. Must a golf cart have certain equipment to operate on the highway?**  
The City of Lampasas allows golf carts to be operated in accordance with *Texas Transportation Code 551.403*, and by *City Ordinance* golf carts are allowed to operate to and from *City Cemeteries*, as allowable per *Texas Transportation Code 551.404. (See #6).*

*Per Texas Transportation Code 551.4041, a golf cart that is operated under Section 551.404, requires a golf cart to have the following equipment to operate the golf cart:*

- a. headlamps;
- b. tail lamps;
- c. reflectors;
- d. parking brake; and
- e. mirrors

1. Some cities and counties require additional equipment; such as, seat belts to operate on highways and for the golf cart to be insured. See *Texas Transportation Code 551.402, 551.403, 551.404 and 551.4041 for Texas Transportation Code requirements.*

*The City of Lampasas City Council does not wish to place additional burdens on the residents of the City of Lampasas that are legally operating their golf cart to and from a City of Lampasas golf course or cemetery. **You are required to follow all Texas Traffic Laws and Ordinances while operating your golf cart in the City of Lampasas.***

**10. Do I need liability insurance on my golf cart?** Texas Transportation Code Section 601.502 (a) financial responsibility does not apply to a golf cart operated only as authorized by Texas Transportation Code 551.403 and 551.404. (See #6). *Check with your insurance agent, because it's not a bad idea to have your golf cart insured, especially if you are operating it on a highway. Some other communities require it to operate a golf cart on their roadways. According to the Consumer Products Safety Commission (CPSC), in Texas reports show a high rate of injury accidents involving golf carts. According to the CPSC statistics 40 percent of injuries that required emergency room visits were due to someone falling out of the cart and most often involved children younger than 16 years of age. Common injuries associated with golf carts is head injury/trauma from ejection of the passenger/s.*

**11. Am I required to have a slow moving emblem on my golf cart if I'm on a highway?** A slow moving vehicle shall display a slow moving vehicle emblem. A golf cart that is operated at speed of not more than 25 miles per hour is required to display a slow-moving-vehicle emblem when it is operated on a highway. See *Texas Transportation Code Section 547.703*

**12. Can I cross the highway at an intersection where the posted speed limit is more than 35 miles per hour?** Yes, a golf cart may cross a highway at an intersection, including an intersection with a highway that has a posted speed limit of more than 35 miles per hour. *Texas Transportation Code Section 551.405.*

**13. There are times when I have a late tee time and its dark when I finish at the golf course, can I drive my golf cart home?** Texas Transportation Code only allows golf carts on the highway during the daytime per Texas Transportation Code Section 551.403. *Texas Transportation Code Section 541.401 defines daytime as the period beginning one-half hour before sunrise and ending one-half hour after sunset.*

**14. What is the difference between highway, public highway, roadway, and street?**

*Texas Transportation Code Section 502.001 (35) includes in its definition of public highway, road, street, way, thoroughfare, bridge, that is in this state, used for vehicles and is not privately owned or controlled. Other Sections throughout the Texas Transportation Code define public highway, highway, etc.*

**15. So, I can't load the wife and kids up and drive the golf cart to our favorite restaurant in Lampasas like I do when we are on vacation in Port Aransas?** No, the City of Lampasas only allows two options for the operation of golf carts on highways. One option is to and from the Golf Course and the other is to and from the Cemetery with the following requirements; the posted speed limit cannot be more than 35 miles per hour, during the daytime; and not more than two miles from the location where the golf cart is usually parked and transportation to and from the Golf Course and by City Council approval the Cemetery (See #6).

**16. In Galveston and Port Aransas, I see people driving golf carts everywhere.** Not everywhere, most communities that allow you to operate a golf cart on public highways have strict Ordinances. Many say exactly where you may and may not operate your golf cart, the requirements for operating, additional equipment and have cost and fees associated with them. Make sure you know before you go. You can google golf cart ordinances for the city or county where you are going or you can call their municipal or county offices for advice. *Check in advance because some require city or county registrations that can't be processed in a day.*

**17. Do Golf Carts have to follow motor vehicle laws?** Yes, because they are defined as a motor vehicle. When they are on a public highway, the operator of the golf cart must obey all traffic laws including all traffic control devices; such as, traffic lights, stop signs, yield signs, speed limits, use blinker signals or hand signs to turn, and follow other laws.

**18. Can I get a DWI or open container ticket while operating my golf cart on a highway?** Yes, the definition of golf carts defines golf cart as a motor vehicle- most traffic laws apply to their operation.

**19. I have a learners permit to operate a vehicle on a public street, can I operate a golf cart on a public street?** Yes, so long as you are accompanied in the front seat by a licensed driver who is at least 21 years of age. Same as for any motor vehicle on the streets, Texas Traffic Code 521.222, and since we are talking about golf carts, (see #6 and #9).

**20. Can I or my unlicensed child drive our golf cart on a sidewalk or on the park or cemetery walking paths?**

No, motor vehicles are not allowed to operate on sidewalks by state law and they are not allowed on the off road property of the parks and cemeteries in Lampasas. See, *Lampasas City Ordinances Parks and Cemeteries-Operation of Motor Vehicles*.

**21. Can I drive my golf cart on the shoulder of the road?** Since your golf cart is defined as a motor vehicle, you have to follow Texas Transportation Codes, See Texas Transportation Code § 545.058- Driving on Improved Shoulder.

**22. Well, I have been driving all over Lampasas in my golf cart and no one has said anything to me. Officers see me and have not stopped me, why?** In the past, there were less laws pertaining to golf carts because they were mostly used on the golf course and not the roadways. As golf carts become more affordable and can be seen as more cost effective to operate for short distances more are being operated on the highways. With more operation on and off the highway accidents and crashes occur, this causes concerns for life safety.

*The Lampasas Police Department plans are to attempt to educate golf cart operators about state laws and local ordinances; however, law enforcement officers have the discretion to issue citations for traffic violations at any time.*

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**26. What caused all these changes?** Many of the questions here and what has been discussed during City Council meetings is for the safety of our public. Most have been enforceable by state law but until recently was a little vague for law enforcement or allowed by City Ordinance and recently changed for the safety of all.

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City Manager

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

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

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

Date Submitted: November 19, 2020 For the Agenda of: November 23, 2020

Procurement and Funding Statement: N/A

Attachments: Investment Report prepared by Patterson & Associates

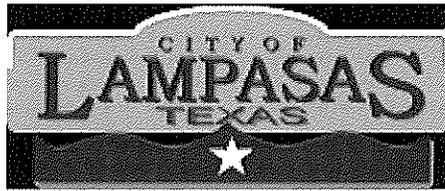
**Summary Statement:**

The weighted average maturity of City investments is 1 days.

The City's yield to maturity is 0.199

<u>Place of Investment</u>	<u>Investment Amount</u>	<u>% of Portfolio</u>
TexPool / TexPool Prime	\$2,361,238.83	14.00%
TexStar	\$1,627,625.90	9.65%
Bancorp South	\$8,993,765.15	53.31%
Money Market	\$3,880,278.10	23.00%
Frost Bank	\$ 8,157.39	0.05%

**commendation:** Motion to approve by consent.



**Monthly Investment Report  
October 31, 2020**

PATTERSON & ASSOCIATES



INVESTMENT PROFESSIONALS



# Hold On, Here Comes November...

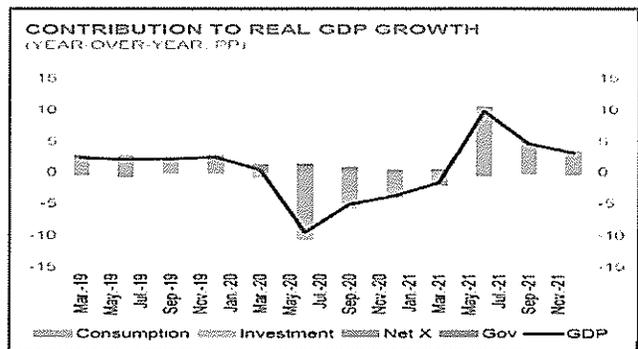
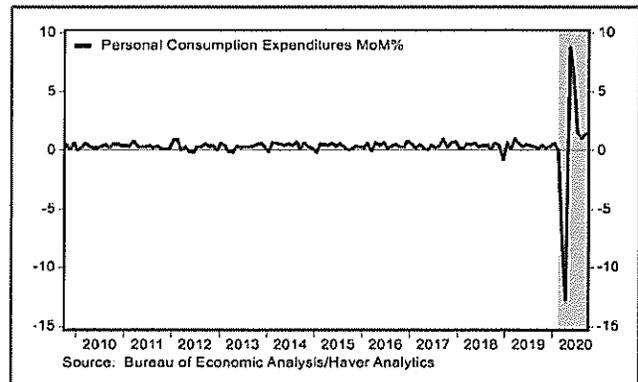
As October closes it is difficult to not cheer. A resurgence of coronavirus infections and a failed attempt to settle on the much needed next stimulus package during a highly contentious election season weighed heavily on investors worldwide.

Due to record high insolvencies and debt defaults which rival the 2009 levels, national debts around the world have risen dramatically. Switzerland's debt to GDP is 48.8% and France and the UK are 118.7% and 108% respectively. Globally, S&P Global projects a jump to 265% this year! Not only is Covid staying around for awhile but the resulting debt will remain probably for decades.

The pandemic and the election surely add noise to the short-term outlook but medium term prospects are definitely improving. The indices are all up on:

- \*Consumer spending,
- \*Personal income
- \*Personal, goods and services consumption
- \*Gross private investment
- \*Non-residential investment

GDP rose a record 33.1% in the third quarter. With this kind of momentum, deflation risks are surely giving way to potential upside in the medium term. But, this does follow a record drop in the second quarter which reflects a major jump from the non-activity of Q2. It will all come down to the virus as #1 risk. Resurgence of the virus could put the GDP on a very volatile quarterly risk path. Without the new stimulus package GDP could fall back. Consumers riding this tide will continue to move from savings to immediate consumption mode again.



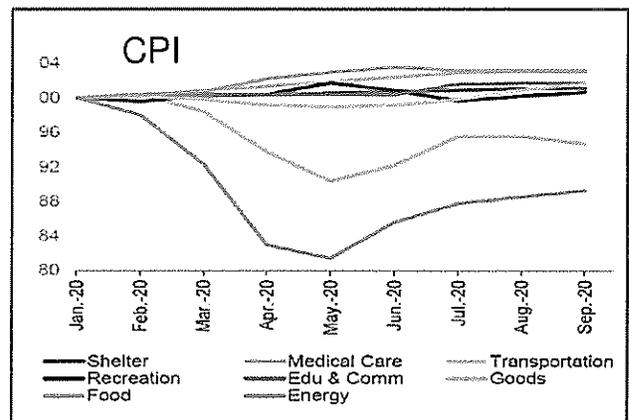
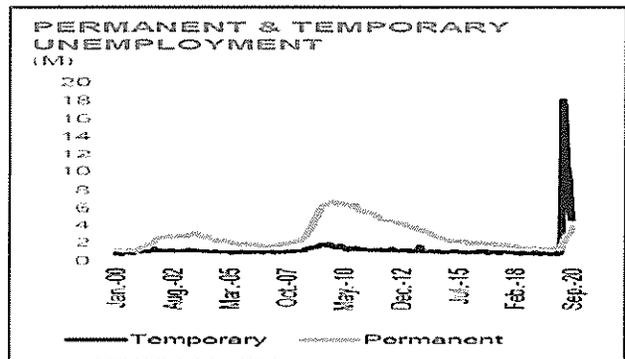
# Financial Tensions Remain

Financial tensions are broadly stable – at least temporarily - around the world but certainly have not disappeared. Tied to this are major domestic conflicts both here in the US and in several hot spots.

The contentious nature of negotiations on the next stimulus program was a major drag on not only people in need of relief but on all the markets. Again another *will they- won't they politically motivated delay* in Washington.

The epidemiological context and the geopolitical tensions worldwide are fueling a global risk aversion. This drives volatility on news blips in the markets as well as a general investor goal of safety and short term investments – which of course lower our US rates. This will undoubtedly calm slightly when a vaccine or treatment is achieved but there is no real timeline for that occurrence.

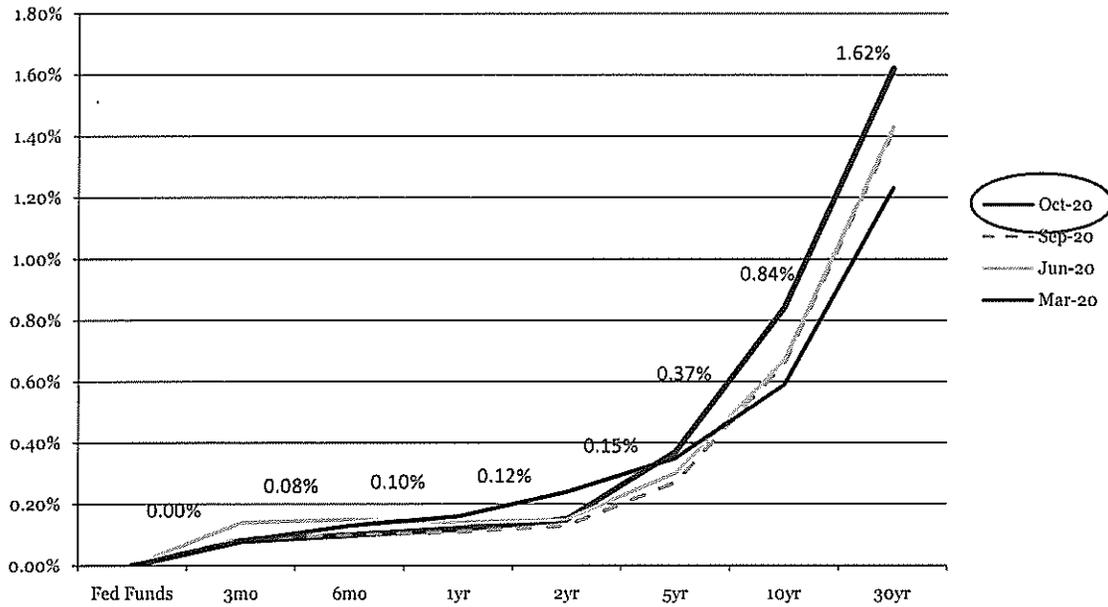
What may also change is the job situation. Workers may have to adjust to a new pandemic reality which could bring a rise in permanent unemployment. There is tremendous ground to recapture on jobs even though continuing jobless claims are trending down. Jobless claims appear to be staying below 1 million on a weekly basis and the participation rate on jobs has been rising. However, as business adapts to at-home work and service jobs continue to evolve as business automates, this lessened need for jobs may be more than a temporary change.





# Range Bound

- The curve continues to fight the virus and during October the upcoming election drove investors to safety. The long end of the curve rose slightly but the short and medium terms sank.
- Market fears and volatility have caused Treasury and agency rates to remain at the lower (dismal) levels seen for the last eight months.
- The Fed has stated its intention to stay at 0.0% Fed Funds through 2022.
- The absence of agreement on the next stimulus package remains a major drag on all markets.



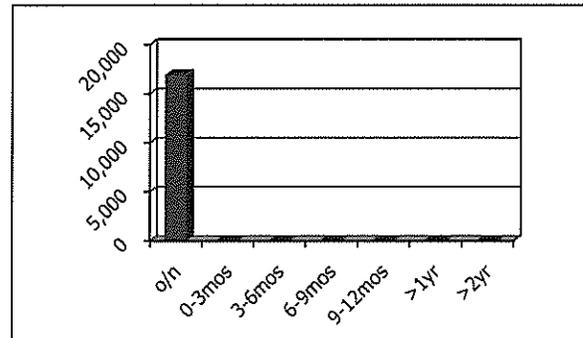
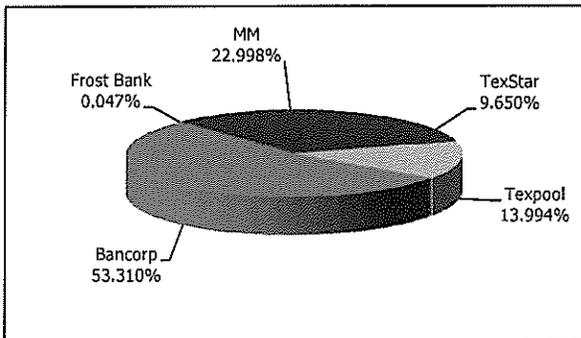
End of Month Rates - Full Yield Curve - Fed Funds to 30yr

# Your Portfolio

As of October 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.





City of Lampasas, Texas  
 Portfolio Management  
 Portfolio Summary  
 October 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.
Bancorp South	8,993,765.15	8,993,765.15	8,993,765.15	53.31	1	1	0.250
Texpool/Texpool Prime	2,361,238.83	2,361,238.83	2,361,238.83	14.00	1	1	0.157
TexStar	1,627,625.90	1,627,625.90	1,627,625.90	9.65	1	1	0.115
Frost Bank	8,157.39	8,157.39	8,157.39	0.05	1	1	0.000
Money Market	3,880,278.10	3,880,278.10	3,880,278.10	23.00	1	1	0.144
<b>Investments</b>	<b>16,871,065.37</b>	<b>16,871,065.37</b>	<b>16,871,065.37</b>	<b>100.00%</b>	<b>1</b>	<b>1</b>	<b>0.199</b>

Total Earnings	October 31 Month Ending	Fiscal Year To Date
Current Year	2,868.98	2,868.98

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

Yvonne Moreno, Interim Finance Director



City of Lampasas, Texas  
 Summary by Type  
 October 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
<b>Fund: Cash</b>						
Bancorp South	3	7,975,966.10	7,975,966.18	47.28	0.250	1
Money Market	5	3,880,278.10	3,880,278.10	23.00	0.144	1
Texpool/Texpool Prime	1	1,778,282.48	1,778,282.48	10.54	0.133	1
<b>Subtotal</b>	<b>9</b>	<b>13,634,526.76</b>	<b>13,634,526.76</b>	<b>80.82</b>	<b>0.205</b>	<b>1</b>
<b>Fund: Cert. of Obligation 2016</b>						
Texpool/Texpool Prime	1	582,956.35	582,956.35	3.46	0.228	1
<b>Subtotal</b>	<b>1</b>	<b>582,956.35</b>	<b>582,956.35</b>	<b>3.46</b>	<b>0.228</b>	<b>1</b>
<b>Fund: Electric</b>						
Bancorp South	1	354,395.26	354,395.26	2.10	0.250	1
Frost Bank	1	8,157.39	8,157.39	0.05	0.000	1
TexStar	1	1,627,625.90	1,627,625.90	9.65	0.115	1
<b>Subtotal</b>	<b>3</b>	<b>1,990,178.55</b>	<b>1,990,178.55</b>	<b>11.80</b>	<b>0.139</b>	<b>1</b>
<b>Fund: LEDC</b>						
Bancorp South	2	401,444.15	401,444.15	2.38	0.250	1
<b>Subtotal</b>	<b>2</b>	<b>401,444.15</b>	<b>401,444.15</b>	<b>2.38</b>	<b>0.250</b>	<b>1</b>
<b>Fund: Seizures</b>						
Bancorp South	2	7,182.70	7,182.70	0.04	0.249	1
<b>Subtotal</b>	<b>2</b>	<b>7,182.70</b>	<b>7,182.70</b>	<b>0.04</b>	<b>0.249</b>	<b>1</b>
<b>Fund: Trust</b>						
Bancorp South	2	72,691.70	72,691.70	0.43	0.250	1
<b>Subtotal</b>	<b>2</b>	<b>72,691.70</b>	<b>72,691.70</b>	<b>0.43</b>	<b>0.250</b>	<b>1</b>
<b>Fund: Water</b>						
Bancorp South	1	182,085.16	182,085.16	1.08	0.250	1
<b>Subtotal</b>	<b>1</b>	<b>182,085.16</b>	<b>182,085.16</b>	<b>1.08</b>	<b>0.250</b>	<b>1</b>
<b>Total and Average</b>	<b>20</b>	<b>16,871,065.37</b>	<b>16,871,065.37</b>	<b>100.00</b>	<b>0.199</b>	<b>1</b>



City of Lampasas, Texas  
 Fund CASH - Cash  
 Investments by Fund  
 October 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 Days To Date Maturity
<b>Bancorp South</b>										
0474	10004	Bancorp South	09/01/2014	7,946,508.47	7,946,508.47	7,946,508.47	0.250	0.246	0.250	1
3213	10006	Bancorp South	09/01/2014	308.39	308.39	308.39	0.250	0.246	0.250	1
4187	10007	Bancorp South	09/01/2014	29,149.32	29,149.32	29,149.32	0.250	0.246	0.250	1
<b>Subtotal and Average</b>				<b>7,975,966.18</b>	<b>7,975,966.18</b>	<b>7,975,966.18</b>		<b>0.247</b>	<b>0.250</b>	<b>1</b>
<b>Texpool/Texpool Prime</b>										
14103	10000	Texpool	09/01/2014	1,778,282.48	1,778,282.48	1,778,282.48	0.134	0.131	0.133	1
<b>Subtotal and Average</b>				<b>1,778,282.48</b>	<b>1,778,282.48</b>	<b>1,778,282.48</b>		<b>0.132</b>	<b>0.134</b>	<b>1</b>
<b>Money Market</b>										
5001632	10023	Austin Capital Bank MM	01/29/2015	248,317.59	248,317.59	248,317.59	0.050	0.049	0.050	1
XXXX579	10026	Business Bank of TX ICS	04/02/2015	3,145,701.91	3,145,701.91	3,145,701.91	0.150	0.147	0.150	1
XXXX561	10029	Business Bank of TX ICS	06/01/2015	486,256.60	486,256.60	486,256.60	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
<b>Subtotal and Average</b>				<b>3,880,278.10</b>	<b>3,880,278.10</b>	<b>3,880,278.10</b>		<b>0.142</b>	<b>0.144</b>	<b>1</b>
<b>Total Investments and Average</b>				<b>13,634,528.78</b>	<b>13,634,528.78</b>	<b>13,634,528.78</b>		<b>0.202</b>	<b>0.205</b>	<b>1</b>

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

CLISIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 380	YTM 385	Maturity Days To Date Maturity
<b>Texpool/Texpool Prime</b>										
14103A	10041	Texpool Prime	11/08/2016	582,956.35	582,956.35	582,956.35	0.228	0.224	0.228	1
<b>Subtotal and Average</b>				<b>582,956.35</b>	<b>582,956.35</b>	<b>582,956.35</b>	<b>0.225</b>	<b>0.228</b>		<b>1</b>
<b>Total Investments and Average</b>				<b>582,956.35</b>	<b>582,956.35</b>	<b>582,956.35</b>	<b>0.225</b>	<b>0.228</b>		<b>1</b>

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

Page 3

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 380	YTM 385	Maturity Days To Date Maturity
<b>Bancorp South</b>										
0672	10005	Bancorp South	09/01/2014	354,395.26	354,395.26	354,395.26	0.250	0.246	0.250	1
				<b>Subtotal and Average</b>	<b>354,395.26</b>	<b>354,395.26</b>		<b>0.247</b>	<b>0.250</b>	<b>1</b>
<b>TexStar</b>										
17390	10001	TexStar	09/01/2014	1,627,625.90	1,627,625.90	1,627,625.90	0.115	0.113	0.115	1
				<b>Subtotal and Average</b>	<b>1,627,625.90</b>	<b>1,627,625.90</b>		<b>0.113</b>	<b>0.115</b>	<b>1</b>
<b>Frost Bank</b>										
1732110	10022	Frost Bank Public Checking	01/20/2015	8,157.39	8,157.39	8,157.39				1
				<b>Subtotal and Average</b>	<b>8,157.39</b>	<b>8,157.39</b>		<b>0.000</b>	<b>0.000</b>	<b>1</b>
				<b>Total Investments and Average</b>	<b>1,990,178.55</b>	<b>1,990,178.55</b>		<b>0.137</b>	<b>0.139</b>	<b>1</b>

Run Date: 11/18/2020 - 13:15

Portfolio LAMP  
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Fund LEDC - LEDC  
Investments by Fund  
October 31, 2020

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
<b>Bancorp South</b>										
1092	10002	Bancorp South	09/01/2014	398,852.58	398,852.58	398,852.58	0.250	0.245	0.250	1
2363	10003	Bancorp South	09/01/2014	2,591.57	2,591.57	2,591.57	0.250	0.246	0.250	1
<b>Subtotal and Average</b>				<b>401,444.15</b>	<b>401,444.15</b>	<b>401,444.15</b>		<b>0.247</b>	<b>0.250</b>	<b>1</b>
<b>Total Investments and Average</b>				<b>401,444.15</b>	<b>401,444.15</b>	<b>401,444.15</b>		<b>0.247</b>	<b>0.250</b>	<b>1</b>

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

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
<b>Bancorp South</b>										
0763	10008	Bancorp South	09/01/2014	7,147.45	7,147.45	7,147.45	0.250	0.246	0.250	1
1999	10009	Bancorp South	09/01/2014	35.25	35.25	35.25	0.100	0.098	0.100	1
<b>Subtotal and Average</b>				<b>7,182.70</b>	<b>7,182.70</b>	<b>7,182.70</b>		<b>0.248</b>	<b>0.249</b>	<b>1</b>
<b>Total Investments and Average</b>				<b>7,182.70</b>	<b>7,182.70</b>	<b>7,182.70</b>		<b>0.248</b>	<b>0.249</b>	<b>1</b>

Fund TRUST - Trust  
Investments by Fund  
October 31, 2020

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
<b>Bancorp South</b>										
6349	10010	Bancorp South	09/01/2014	43,078.35	43,078.35	43,078.35	0.250	0.246	0.250	1
6348	10011	Bancorp South	09/01/2014	29,613.35	29,613.35	29,613.35	0.250	0.246	0.250	1
<b>Subtotal and Average</b>				<b>72,691.70</b>	<b>72,691.70</b>	<b>72,691.70</b>	<b>0.247</b>	<b>0.250</b>		<b>1</b>
<b>Total Investments and Average</b>				<b>72,691.70</b>	<b>72,691.70</b>	<b>72,691.70</b>	<b>0.247</b>	<b>0.250</b>		<b>1</b>

Fund WATER - Water  
Investments by Fund  
October 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	182,085.16	182,085.16	182,085.16	0.250	0.246	0.250	1
<b>Subtotal and Average</b>				<b>182,085.16</b>	<b>182,085.16</b>	<b>182,085.16</b>	<b>0.247</b>	<b>0.250</b>		<b>1</b>
<b>Total Investments and Average</b>				<b>182,085.16</b>	<b>182,085.16</b>	<b>182,085.16</b>	<b>0.247</b>	<b>0.250</b>		<b>1</b>



**City of Lampasas, Texas  
Interest Earnings  
Sorted by Fund - Fund  
October 1, 2020 - October 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	
<b>Fund: Cash</b>													
14103	10000	CASH	RR2	1,778,282.48	1,778,080.94	1,778,093.94		0.134	0.133	201.54	0.00	201.54	
5001632	10023	CASH	RR5	248,317.59	248,307.05	248,307.73		0.050	0.050	10.54	0.00	10.54	
XXXX561	10029	CASH	RR5	486,256.60	486,194.67	486,198.67		0.150	0.150	61.93	0.00	61.93	
XXXX579	10026	CASH	RR5	3,145,701.91	3,145,301.21	3,145,327.06		0.150	0.150	400.70	0.00	400.70	
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	7,946,508.47	7,864,171.57	7,869,483.63		0.250	0.254	1,699.13	0.00	1,699.13	
3213	10006	CASH	RRP	308.39	358.32	330.91		0.250	0.249	0.07	0.00	0.07	
4187	10007	CASH	RRP	29,149.32	32,921.26	29,540.04		0.250	0.249	6.25	0.00	6.25	
		<b>Subtotal</b>		<b>13,634,528.76</b>	<b>13,555,337.02</b>	<b>13,557,283.98</b>				<b>0.207</b>	<b>2,380.16</b>	<b>0.00</b>	<b>2,380.16</b>
<b>Fund: Cert. of Obligation 2016</b>													
14103A	10041	CERTS16	RR2	582,956.35	582,843.43	582,850.72		0.228	0.228	112.92	0.00	112.92	
		<b>Subtotal</b>		<b>582,956.35</b>	<b>582,843.43</b>	<b>582,850.72</b>				<b>0.228</b>	<b>112.92</b>	<b>0.00</b>	<b>112.92</b>
<b>Fund: Electric</b>													
17390	10001	ELEC	RR3	1,627,625.90	1,627,466.90	1,627,477.16		0.115	0.115	159.00	0.00	159.00	
1732110	10022	ELEC	RR4	8,157.39	8,157.39	8,157.39				0.00	0.00	0.00	
0672	10005	ELEC	RRP	354,395.26	351,620.54	352,893.91		0.250	0.249	74.72	0.00	74.72	
		<b>Subtotal</b>		<b>1,990,178.55</b>	<b>1,987,244.83</b>	<b>1,988,528.46</b>				<b>0.138</b>	<b>233.72</b>	<b>0.00</b>	<b>233.72</b>
<b>Fund: LEDC</b>													
1092	10002	LEDC	RRP	398,852.58	411,013.88	406,840.52		0.250	0.249	86.15	0.00	86.15	
2363	10003	LEDC	RRP	2,591.57	2,591.02	2,591.06		0.250	0.250	0.55	0.00	0.55	
		<b>Subtotal</b>		<b>401,444.15</b>	<b>413,604.90</b>	<b>409,431.57</b>				<b>0.249</b>	<b>86.70</b>	<b>0.00</b>	<b>86.70</b>
<b>Fund: Seizures</b>													
1999	10009	SEIZ	RRP	35.25	1,535.23	35.23		0.100	0.668	0.02	0.00	0.02	
0763	10008	SEIZ	RRP	7,147.45	10,366.75	8,005.60		0.250	0.250	1.70	0.00	1.70	
		<b>Subtotal</b>		<b>7,182.70</b>	<b>11,901.98</b>	<b>8,040.84</b>				<b>0.252</b>	<b>1.72</b>	<b>0.00</b>	<b>1.72</b>

City of Lampasas, Texas  
Interest Earnings  
October 1, 2020 - October 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
<b>Fund: Trust</b>												
6348	10011	TRUST	RRP	29,613.35	29,607.08	29,607.48		0.250	0.249	6.27	0.00	6.27
6349	10010	TRUST	RRP	43,078.35	43,069.23	43,069.82		0.250	0.249	9.12	0.00	9.12
			<b>Subtotal</b>	<b>72,691.70</b>	<b>72,676.31</b>	<b>72,677.30</b>			<b>0.249</b>	<b>15.39</b>	<b>0.00</b>	<b>15.39</b>
<b>Fund: Water</b>												
1639	10012	WATER	RRP	182,085.16	180,446.79	181,200.88		0.250	0.249	38.37	0.00	38.37
			<b>Subtotal</b>	<b>182,085.16</b>	<b>180,446.79</b>	<b>181,200.88</b>			<b>0.249</b>	<b>38.37</b>	<b>0.00</b>	<b>38.37</b>
			<b>Total</b>	<b>16,871,065.37</b>	<b>16,804,055.20</b>	<b>16,800,013.74</b>			<b>0.201</b>	<b>2,888.98</b>	<b>0.00</b>	<b>2,888.98</b>

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To: Finley deGraffenried, City Manager  
Honorable Mayor and City Council  
From: Sammy Bailey, Chief of Police  
Date: November 9, 2020  
Re: Monthly City Council Report, October 2020

October brought us a new family member, Cash Cowboy Scott, proud parents are Officer Warren Scott and Colleen.

Due to the pandemic, the National Night Out gathering at HEB was canceled. We had a "Go Blue for Law Enforcement, Badgers, and Crime Prevention" yard decorating contest. There were ten entries that CPAAA members and Officers judged. Police Personnel presented the 1<sup>st</sup> place winners with a gift basket and a trophy to 2<sup>nd</sup> and 3<sup>rd</sup> place residential winners. The winners were: 1<sup>st</sup> place commercial-Lampasas Assisted Living, The Gradel's-1<sup>st</sup> place residential, the Gill's-2<sup>nd</sup> place residential, and the Wintle's-3<sup>rd</sup> place residential.

Cardinal/Badge provided Cardinal Computer Aided Dispatch (CAD) training. We will implement use once Criminal Justice Information System (CJIS) Security procedures are approved by the State.

Range Master Tim Ryan along with SRO Sneed conducted a very good shotgun and rifle qualifications range for Officers.

We made a job offer to Dylan Boivin. He will end his employment as a Deputy with the Lampasas Sheriff's Office and come to work for LPD on November 16, 2020.

We had 126 cases reported and cleared 98, along with 10 incident reports. The total arrest were 129 and total department contacts 498. These include 42 adult arrest, 5 juvenile referrals, 1 warrant/capias served, 81 traffic citations issued and 369 warnings issued. Of these there were 4 DWI arrest made, 1 DUI by a minor, 6 marijuana/drug possession, 8 field contacts, and 23 public relation contacts. We investigated 27 total accidents with 21 being minor and 6 being major. We are happy to have our CPAAA back with us, CPAAA volunteered 21 hours.

Sgt. Barrio handled 43 code complaints. 21 were due to weeds and trash and 22 were miscellaneous. We issued another 18 wheeler permit for parking on West Avenue C.

We answered 957 calls for service, 3137 phone calls, and 236 calls to 911. We provided 50 escorts, 45 motorist assist, dealt with 1 emergency order of detention, and handled 4 behavioral crisis situations. We completed 25 open records request.

Animal control answered 197 calls and impounded 67 animals. The Animal Shelter cared for 37 dogs; 26 city/11 County. 133 cats; 38 city/95 County and 1 other animal.



	October-20	YTD	10/2019 YTD
<b>ACCIDENTS:</b>			
MINOR ACCIDENTS	21	196	217
MAJOR ACCIDENTS	6	16	24
FATAL ACCIDENTS	0	0	0
TOTAL ACCIDENTS	27	212	241
<b>CODE ENFORCEMENT:</b>			
HIGH WEEDS & TRASH	21	217	232
JUNK / UNREGISTERED VEHICLES	0	29	43
SUBSTANDARD HOUSING	0	4	6
BUILDING COMPLAINTS	0	0	2
MISCELLANEOUS	22	179	220
TOTAL CODE COMPLAINTS	43	429	503
<b>DAILY ACTIVITIES:</b>			
CALLS FOR SERVICE	957	9174	10422
TELEPHONE CALLS RECEIVED	3137	45585	53202
ESCORTS	50	476	750
MOTORIST ASSISTS	45	473	546
EMERGENCY ORDER OF DETENTION	1	17	12
BEHAVIORAL CRISIS	4	55	47
911 CALLS	236	2319	2271
TEXT TO 911	0	3	0
OPEN RECORD REQUESTS	25	300	356
<b>ANIMAL CONTROL:</b>			
ANIMAL CFS & FOLLOW UPS	197	1687	1726
ANIMAL IMPOUNDS	67	486	607
<b>CPAAA VOLUNTEER HOURS:</b>	21.00	164.25	710.50

OFFICER COUNT: 20 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)

	Oct-20	YTD	10/2019 YTD
<b>WARRANT TOTALS:</b>			
LMC WARRANTS ISSUED	0	144	632
LMC WARRANTS RECALLED	13	467	591
LMC WARRANTS SERVED OR PYMT ARRANGEMENTS MADE AT LMC	0	81	328
LMC WARRANTS PAID AT LMC / PD	0	1	5

	Oct-20	YTD	10/2019 YTD
<b>WARRANT \$ AMOUNTS:</b>			
LMC WARRANTS ISSUED	\$0.00	\$86,783.36	\$402,203.32
LMC WARRANTS RECALLED	\$5,921.63	\$256,967.67	\$323,204.97
LMC WARRANTS SERVED OR PYMT ARRANGEMENTS MADE AT LMC	\$0.00	\$51,097.80	\$209,795.90
MONEY COLLECTED AT PD	\$0.00	\$511.84	\$2,833.37

Report Prepared by Kelli Sanguinet 11/09/2020

LAMPASAS ANIMAL SHELTER  
CITY LOG

October 2020

DATE	INTAKE	SEX	AGE	BREED	COLOR	ADDRESS	NAME	PRECAUTIONS	DISPOSITION	OFFICER
10/01/2020	IMP P11001	F	A	COONHOUND	BLK/TAN	700 N HACKBERRY	CRICKET		RTO 10-2	131
10/01/2020	IMP P11002	F	A	YORKIE	BLK/TAN	2106 TETON	BELLA		RTO 10-1	131
10/02/2020	IMP P11003	M	A	DMH	BRN TAB	KLINE WHITIS		FERAL	EUTH	131
10/02/2020	IMP P11004	M	A	DSH	LILAC POINT	1006 E AVE H		FERAL	EUTH	131
10/02/2020	SUR P11005	F	5M	HOUND MIX	BRINDLE	1019 MILL ST	LUNA		RESCUE	CITIZEN
10/03/2020	IMP P11006	M	ADO	DSH	BLK/WHT	79 SUE ANN	DEXTER	FERAL	EUTH	CITIZEN
10/05/2020	IMP P11007	F	A	DSH	BLACK	236 MOCKINGBIRD		CAUTION	EUTH	131
10/05/2020	IMP P11008	F	A	CHIUAHUA MIX	BLK/TAN	200 S MAIN	HOPE		RTO 10-7	121
10/06/2020	IMP P11009	F	A	DSH	TORBIE	712 S MAIN	MUMMY			131
10/06/2020	IMP P11010	M	ADO	DSH	BRN TAB	14 HOLLYWOOD	PRANK		RESCUE	121
10/07/2020	IMP P11011	F	A	LAB MIX	YELLOW	SHELL STATION	KYLIE		RTO	109
10/07/2020	IMP P11012	FS	A	LAB MIX	BROWN	SHELL STATION	KITZEL		RTO	109
10/08/2020	IMP P11013	M	B	DSH	BRN/WHT TAB	807 S CHESTNUT		FERAL	EUTH	131
10/08/2020	IMP P11014	M	B	DSH	BRN/WHT TAB	807 S CHESTNUT		FERAL	EUTH	131
10/08/2020	IMP P11015	M	B	DSH	BRN/WHT TAB	807 S CHESTNUT		FERAL	EUTH	131
10/08/2020	IMP P11016	M	B	DSH	BRN/WHT TAB	807 S CHESTNUT		FERAL	EUTH	131
10/08/2020	IMP P11017	F	A	DSH	BRN/WHT TAB	807 S CHESTNUT		FERAL	EUTH	131
10/08/2020	IMP P11018	F	A	DSH	BLK/WHT	807 S CHESTNUT		FERAL	EUTH	131
10/09/2020	IMP P11019	F	A	TERRIER MIX	RED MERLE	SUE ANN		CAUTION	EUTH	CITIZEN
10/11/2020	IMP P11020	M	A	LAB MIX	BLACK	402 COCKRELL CIRCLE	ELI		RTO	107
10/11/2020	IMP P11021	M	A	CHIUAHUA MIX	WHT/BRN	BUSHES CHICKEN	BUDDY		RTO	111
10/11/2020	IMP P11022	M	A	TERRIER MIX	WHT/BLACK	101 S WESTERN	ROXY		RTO 10-12	121
10/12/2020	IMP P11023	M	A	PIT BULL MIX	RED	207 S PORTER	CHASE		RTO	112
10/12/2020	IMP P11024	F	A	ACD MIX	RED/WHT	1213 WAVE A	RUBY		RTO	112
10/14/2020	IMP P11025	MN	A	DMH	BRN TAB	236 MOCKINGBIRD	APOLLO		RTO 10-17	131
10/14/2020	IMP P11026	F	A	DSH	TORBIE/WHT	108 E 8TH	ANNIE		RESCUE	CITIZEN
10/14/2020	SUR P11027	F	B	DSH	CALICO	48 SUE ANN DRIVE	MONKEY	URI	EUTH	CITIZEN
10/14/2020	IMP P11028	M	B	DSH	GREY/WHT TAB	108 E 8TH		FERAL	EUTH	131
10/14/2020	IMP P11029	M	B	DSH	BRN/WHT TAB	108 E 8TH		FERAL	EUTH	131
10/14/2020	IMP P11030	F	A	DSH	TORBIE WHITE	207 W 6TH		SICK	EUTH	CITIZEN
10/14/2020	IMP P11031	F	B	DSH	APRICOT TAB	207 W 6TH		SICK	EUTH	CITIZEN
10/14/2020	IMP P11032	M	B	DSH	RED TAB	207 W 6TH		SICK	EUTH	CITIZEN
10/15/2020	IMP P11033	F	A	HUSKY MIX	BLK/WHT	603 W AVE A	JUNO			131
10/15/2020	IMP P11034	M	A	PIT MIX	RED BRINDLE	STORMS	ZEUS		RTO	122
10/17/2020	IMP P11035	F	A	ACD X	BLUE MERLE	906 E AVE G	WILLOW			CITIZEN
10/18/2020	IMP P11036	M	A	DMH	BRN TAB	MILL AND BROWN	DOC			111
10/20/2020	IMP P11037	F	A	DSH	RED TAB	1206 N MCLEAN		FERAL	EUTH	131
10/20/2020	IMP P11038	M	B	DSH	RED TAB	1206 N MCLEAN		FERAL	EUTH	131
10/20/2020	IMP P11039	M	B	DSH	RED TAB	1206 N MCLEAN		FERAL	EUTH	131
10/20/2020	IMP P11040	M	A	DSH	BRN TAB	205 E VINE		FERAL	EUTH	131
10/20/2020	IMP P11041	M	A	DSH	RED TAB	205 E VINE		FERAL	EUTH	131
10/20/2020	IMP P11042	F	A	DSH	TORBIE	205 E VINE		FERAL	EUTH	131
10/20/2020	SUR P11043	FS	10Y	AUSSIE	BLK/WHT	20 HOLLYWOOD	SMARTIE		RESCUE	CITIZEN



# Memo

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

Building and Planning  
 312 East Third, Lampasas TX 76550  
 512-556-6831, Fax 512-556-8083

From: Becky Sims, Zoning Administrator/Assistant City Secretary  
 Frank Ellett, Building Official

Re: Monthly Report, October Monthly

**ACTIVITIES:**

**October 2019**

\*\*\* SEGMENT RECAP \*\*\*

PROJECT SEGMENT - DESCRIPTION	# OF SEGMENTS	VALUATION	FEE
DEM - DEMOLITION	2	0.00	50.00
ELE - ELECTRICAL	10	13,800.00	1,108.85
FENCE - FENCE	4	3,400.00	100.00
MEC - MECHANICAL	1	0.00	0.00
PLB - PLUMBING	6	0.00	175.00
POOL - SWIMMING POOL	2	50,000.00	50.00
REM - REMODEL/ADDITION	6	41,275.00	125.00
SHED - SHED, PATIO, DECK	1	0.00	0.00
SIGN - SIGN	2	150.00	55.00
SPRINK - SPRINKLER	4	12,575.00	240.00
*** TOTALS ***	38	121,200.00	1,903.85

**October 2020**

\*\*\* SEGMENT RECAP \*\*\*

PROJECT SEGMENT - DESCRIPTION	# OF SEGMENTS	VALUATION	FEE
BLD - BUILDING	7	1,234,950.00	5,726.80
ELE - ELECTRICAL	16	5,250.00	5,439.32
MEC - MECHANICAL	14	94,743.00	775.00
PLB - PLUMBING	31	12,600.00	1,325.00
REM - REMODEL/ADDITION	8	98,990.00	480.00
SHED - SHED, PATIO, DECK	1	5,900.00	0.00
SIGN - SIGN	2	0.00	85.00
SPRINK - SPRINKLER	5	14,525.00	300.00
*** TOTALS ***	91	1,466,958.00	14,131.12

Significant increase in water/sewer line replacement, repair or relocates, and HVAC units.

## Lampasas Economic Development Corporation

From: Mandy Walsh

Re: Staff Report

Date: November 18, 2020



### SBDC

I recently met with our regional Small Business Development team via Zoom to discuss a new program they are rolling out for the Department of Defense. They've requested a list of qualified Lampasas businesses that fall under a trading segment (NAICS), are innovative and growing to participate in the DoD supply chain. Part of the qualifications require businesses with strong leadership, a proven ability to execute and interest in providing products to serve a Defense Dept. need. Another program we discussed is the Restart Program where they are assisting businesses in reworking their business strategy in order to sustain and grow; not only relying solely on private sector, but obtaining government contracts and larger, more diverse supply chain. We will have a follow up with potential businesses in the next few weeks.

### Development

Mike Irvin has begun demolition of the former Hermann Feed Store. Golden Chick on Hwy 190 has had taps and meters set. Mr. Hagan is anticipating opening shortly after Thanksgiving and is currently working with contractor for placement of sign and overhead utilities/easement. We have received plans for the Community Church being built on 4<sup>th</sup> Street, but will meet and review plans with their team the week of Nov. 16<sup>th</sup>. Heritage Funeral Home has permits, their electric meter set for living quarters and fire line installed for suppression. Endeavor had their plat conditionally approved in October for the former Aaron's/Spring Ho properties, and the agreement is currently being worked through with our City attorney. Alamo Coffee will be opening soon at Marketplace Retail; permits were issued and inspection process has begun. They are also adding a second floor for seating. TXDoT is requesting a deceleration lane for the project at 1699 Central TX Expy and we are awaiting feedback from our comments regarding relocating electric poles. I'd also like to report an increase in interest for the Life Safety Grant. Several applications have been handed out in the past few weeks so I anticipate more being submitted soon.

### BRE

I recently met with a business owner looking to begin construction on an expansion of an independent living facility by end of this year. I shared current and future growth potential and housing market data. A substantial part of the Retail Coach study was also useful for this business owner as far as retail market area and demographic information. Owner will be meeting with our development team regarding alternative construction methods and what is allowed. He did report he has a waiting list of 40-50 currently so with the demand this high he feels the time is right to expand. Lampasas Plaza



on Central TX Expy has been the source of numerous inquiries lately, and I'm currently working through details for a prospect with the property owners.

### **Connected Nation**

I recently had a call with the CTCOG and Connected Nation regarding a survey being distributed in Lampasas County. Connected Nation Texas is a statewide initiative funded by the Texas Rural Funders to support all Texans in leveraging broadband. There are many challenges to broadband connectivity in rural and unserved areas of the state as we know, and currently Texas is one of six states that does not have a statewide broadband plan. In 2020, the novel coronavirus (COVID-19) pandemic has highlighted issues regarding broadband internet in many ways, and now more than ever it is apparent that broadband connectivity is a critical issue for the rural and unserved areas of our state. In studying the progress of broadband development in unserved areas, the Council found that over 300,000 locations in Texas are unserved. As of July 2020, an estimated 926,859 Texans do not have access to broadband at home. This is particularly problematic for those who need to attend school virtually, visit a doctor online, or work remotely, either due to the COVID-19 pandemic or other factors. The Council found that Texas' rural population represents approximately 90% of all Texans without broadband access. CTCOG has been awarded CARES Act funding to assist in this initiative and will likely be asking for our help and advice on distributing a county-wide survey. I have a call with Connected Nation on Friday, November 13<sup>th</sup> to learn more about this project and will report following this call.

### **Residential Development**

There has been a lot of interest and activity in residential development this year. The City is currently structuring agreements with two, including Hillside Acres on CR 580 (site waiver executed; will discuss agreement with Council on 11/23) and Hidden Oaks on Naruna Road (providing comments back to their engineer). Brodie Estates has a signed agreement and has all of their underground electric in place. Stone Valley has been issued approximately (34) new home permits of the total (67) home subdivision and approximately (17) CO's so they are halfway complete. We've also received conceptual plans from another builder looking to build north of the Diamond Ridge subdivision. We will be providing comments (zoning, etc.) to him within the next week.

### **Events**

December 11<sup>th</sup> will be Christina Marez's public reception for her retirement. Carol of Lights will be held on December 5<sup>th</sup>, but a scaled-down version. The classic cars will be set up, the Snow Queen Pageant will be separated into two events with one at 11 a.m. and the other at 2 p.m. There will also be smaller parade and the LHS Band may be selling food throughout the event. There will NOT be a shopping event at the Courthouse, no Mrs. Claus reading at My Girls or a Santa Claus to sit and take photos due to COVID-19 restrictions. Christmas on the Creek is being held on December 12<sup>th</sup> and will



also be scaled down, mainly removing Santa Claus for the kids to sit and take photos. The Fire & Police Department plan to host their annual Toy Drive and Christmas Luncheon on December 14<sup>th</sup> at the Fire Station.



# Memo



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

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**Parks and Recreation Dept.**

## PARKS

The Parks Department spent the majority of October mowing and weed eating, cleaning Parks, performing equipment maintenance, creating and assisting with installation of Christmas decorations, spent multiple hours in meetings discussing and planning for a skatepark, pavilion, community garden and assisting with several projects in other departments along with performing daily duties as needed.

## SPORTS FACILITIES

(see attached)

## CEMETERY ACTIVITIES

(see attached)

## AIRPORT

- Check hangars, fuel station, runways, taxiways, lights and pilots lounge
- Performed troubleshooting on card reader at the fuel station
- Mowed runways, fence lines and hangar areas
- Mowed airport property

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

I) Regular Personnel Hours Available: 800.00

LESS:

A)	Vacation Leave	16.00
B)	Sick Leave	48.00
C)	Supervision/Training	76.00
D)	Holiday	
E)	Other (?)	

SUB-TOTAL 140.00

PLUS:

A)	Over Time	25.00
B)	Temporary Labor	
C)	Part Time	
D)	Transfer	

SUB-TOTAL 25.00

TOTAL HOURS AVAILABLE FOR THE MONTH: 685.00

II) Department Summary of Work Orders for the Month.

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

III) Department Projects for the Month.

<u>Christmas Decorations</u>	42.00	
<u>Other:</u>		
Sub-total Hours on Projects:		42.00

IV) Department Operations and Maintenance for the Month.

<u>Cleaning Parks</u>	144.00	
<u>Airport Maint.</u>	20.00	
<u>Mowing/Weed eating</u>	212.00	
<u>Building and Grounds</u>	155.00	
<u>Equipment/Vehicles/Shop</u>	74.00	
<u>Office/Meetings</u>	38.00	
Sub-total Hours on Projects:		643.00

TOTAL HOURS FOR DEPARTMENT 685.00

V) Department's Proposed Projects for next Month

<u>Christmas Decorations</u>	100.00	
Total Estimated Hours on Proposed Projects:		100.00

# Memo



To: CHRIS EICHER  
From: AARON WEISER  
Date: MONDAY OCTOBER 12, 2020  
RE: WEEKLY REPORT OCTOBER 5 – OCTOBER 9, 2020

Parks and Recreation

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## Weekly Activities:

- TURN IN WEEKLY/MONTHLY REPORTS, WEEKLY WORK SCHEDULES AND EMPLOYEE TIMESHEETS
- SPORTS PARKS MAINTENANCE & IRRIGATION SYSTEMS INSPECTION
- CLEAN ALL SPORTS PARKS AND PUBLIC RESTROOMS DAILY
- **SERVICE, MAINTENANCE, ETC.**
  - CONTACT MILLERS TO RUN NEW ELECTRICAL FOR SEPTIC PUMP
  - CONTACT BEDFORD PLUMBING FOR LEAKING ZURN VALVE
- **GOODRICH TENNIS COURTS**
  -
- **GAVIN GARRETT SOCCER COMPLEX**
  -
- **TURNER COMPLEX**
  - MOW TURNER COMPLEX
  - SPRAY AREAS AROUND TURNER COMPLEX WITH HERBICIDE
  - SPRAY INSECTICIDE IN RESTROOMS
- **580 SPORTS COMPLEX**
  - LOCATE SEPTIC TANKS
  - MOW SPORTS FIELDS
  - STRIPE NORTH SOCCER FIELD

# Memo



To: CHRIS EICHER

From: AARON WEISER

Date: MONDAY OCTOBER 19, 2020

RE: WEEKLY REPORT OCTOBER 12 – OCTOBER 16, 2020

Parks and Recreation

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## Weekly Activities:

- TURN IN WEEKLY/MONTHLY REPORTS, WEEKLY WORK SCHEDULES AND EMPLOYEE TIMESHEETS
- SPORTS PARKS MAINTENANCE & IRRIGATION SYSTEMS INSPECTION
- CLEAN ALL SPORTS PARKS AND PUBLIC RESTROOMS DAILY
- **SERVICE, MAINTENANCE, ETC.**
  -
- **GOODRICH TENNIS COURTS**
  -
- **GAVIN GARRETT SOCCER COMPLEX**
  - MOW GAVIN GARRETT SOCCER COMPLEX
- **TURNER COMPLEX**
  -
- **580 SPORTS COMPLEX**
  - MOW AND WEEDEAT 580 SPORTS COMPLEX
  - MOW ALONG HIGHWAY
  - MOW TRAILS
  - SPRAY INFIELDS ON SOFTBALL FIELDS WITH HERBICIDE
  - WATER DOWN RODEA ARENA

# Memo



Parks and Recreation

To: CHRIS EICHER  
From: AARON WEISER  
Date: MONDAY OCTOBER 26, 2020  
RE: WEEKLY REPORT OCTOBER 19 – OCTOBER 23, 2020

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## Weekly Activities:

- TURN IN WEEKLY/MONTHLY REPORTS, WEEKLY WORK SCHEDULES AND EMPLOYEE TIMESHEETS
- SPORTS PARKS MAINTENANCE & IRRIGATION SYSTEMS INSPECTION
- CLEAN ALL SPORTS PARKS AND PUBLIC RESTROOMS DAILY
- **SERVICE, MAINTENANCE, ETC.**
  - TAKE WORK TRUCK TO LARRYS FOR OIL CHANGE AND TIRE ROTATION
  - MEETS MILLERS AT 580 CONCESSION STAND FOR LIGHTING ISSUES
  - INSTALL NEW FRONT WHEEL ON SCAG MOWER
  - REPLACE BAD LIGHTS ABOVE SINK IN WOMENS RESTROOM AT 580 SPORTS COMPLEX
- **GOODRICH TENNIS COURTS**
  - MOW AND WEEDEAT TENNIS COURTS
- **GAVIN GARRETT SOCCER COMPLEX**
  - MOW AND WEEDEAT GAVIN GARRETT SOCCER COMPLEX
  - MOW AND WEEDEAT ENTRANCE OF OLD WATER PLANT
- **TURNER COMPLEX**
  - MOW AND WEEDEAT TURNER COMPLEX
- **580 SPORTS COMPLEX**
  - MOW SPORTS FIELDS
  - SPREAD AND WATER IN FERTILIZER ON SPORTS FIELDS
  - MOW 580 SPORTS COMPLEX

# Memo



Parks and Recreation

To: CHRIS EICHER  
From: AARON WEISER  
Date: MONDAY NOVEMBER 2, 2020  
RE: WEEKLY REPORT OCTOBER 26 – OCTOBER 30, 2020

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## Weekly Activities:

- TURN IN WEEKLY/MONTHLY REPORTS, WEEKLY WORK SCHEDULES AND EMPLOYEE TIMESHEETS
- SPORTS PARKS MAINTENANCE & IRRIGATION SYSTEMS INSPECTION
- CLEAN ALL SPORTS PARKS AND PUBLIC RESTROOMS DAILY
- **SERVICE, MAINTENANCE, ETC.**
  - PICK UP AND DISPOSE OF DEAD DEER NEAR RODEO ARENA
  - INSTALL NEW PURGE VALVE ON STRIPPING MACHINE
- **GOODRICH TENNIS COURTS**
  -
- **GAVIN GARRETT SOCCER COMPLEX**
  -
- **TURNER COMPLEX**
  - PREP INSIDE AND OUTSIDE OF TURNER FIELD
- **580 SPORTS COMPLEX**
  - RESECURE NETS ON NORTH SOCCER FIELD
  - STRIPE NORTH SOCCER FIELD

# Memo



To: CHRIS EICHER

From: AARON WEISER

Date: MONDAY OCTOBER 5, 2020

RE: WEEKLY REPORT SEPTEMBER 28 – OCTOBER 2, 2020

Parks and Recreation

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## Weekly Activities:

- TURN IN WEEKLY/MONTHLY REPORTS, WEEKLY WORK SCHEDULES AND EMPLOYEE TIMESHEETS
- SPORTS PARKS MAINTENANCE & IRRIGATION SYSTEMS INSPECTION
- CLEAN ALL SPORTS PARKS AND PUBLIC RESTROOMS DAILY
- **SERVICE, MAINTENANCE, ETC.**
  - CHANGE OUT BAD GREASE FITTINGS ON MOWERS
  - INSTALL NEW PLUG ON AIR COMPRESSOR
- **GOODRICH TENNIS COURTS**
  -
- **GAVIN GARRETT SOCCER COMPLEX**
  -
- **TURNER COMPLEX**
  -
- **580 SPORTS COMPLEX**
  - MOW 580 SPORTS COMPLEX
  - REALIGN GOALS ON NORTH SOCCER FIELD
  - RESECURE NETS TO GOALS ON SOCCER FIELDS
  - ASSESS ELECTRICAL ISSUES WITH IRRIGATION SYSTEM
  - DRAG AND CHALK SOFTBALL FIELDS

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

I) Regular Personnel Hours Available: 480.00

LESS:

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

SUB-TOTAL 16.00

PLUS:

A)	Over Time	17.00
B)	Temporary Labor	0.00
C)	Part Time	0.00
D)	Transfer	0.00

SUB-TOTAL 17.00

TOTAL HOURS AVAILABLE FOR THE MONTH: 481.00

II) Department Summary of Work Orders for the Month.

Received	Completed	Outstanding	Void	Hours
		0	0	

III) Department Projects for the Month.

Spread Fertilizer at 580 Sports Complex	8.00	
Other:		
Sub-total Hours on Projects:		8.00

IV) Department Operations and Maintenance for the Month.

Cleaning Fields	105.00	
Turf Management	120.00	
Mowing/Weed eating	92.00	
Building and Grounds	50.00	
Equipment/Vehicles/Shop	90.00	
Office/Meetings	16.00	
Sub-total Hours on Projects:		473.00

TOTAL HOURS FOR DEPARTMENT 481.00

V) Department's Proposed Projects for Next Month

Aerate Fields at 580 Sports Complex	8.00	
Total Estimated Hours on Proposed Projects:		8.00

# Memo

To: Chris Eicher, Parks & Rec. Director  
From: Duane Griffith Cemetery Crew Leader  
Date: 11/18/20  
Re: End of the month report October

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Interments	7 (2) cremation
Fee's for over site	\$550.00
Sites sold	0
Niche sales	0
Beautification fund	\$266.00
Visitors Assisted	4
Level & Backfill sites	5
Meetings Attended	0

DEPARTMENT: CEMETERY  
MONTHLY ACTIVITY REPORT

FOR THE MONTH OF: OCT 2020

Regular Personnel Hours Available:

528

LESS:

A)	Vacation Leave/Personal Day	24
B)	Sick Leave	0
C)	Jury Duty	0
D)	Other (holiday/bad weather)	0
E)	Supervision	35
SUB-TOTAL		59

PLUS:

A)	Transfer from Parks	0
B)	Seasonal Labor/Temp	0
C)	Other (Community service)	0
D)	Overtime	18.5
SUB-TOTAL		18.5

**TOTAL HOURS AVAILABLE FOR THE MONTH: 487.5**

**Department Summary of Work Orders for the Month**

Received	Completed	Outstanding	Void	Hours
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**Department Projects for the Month**

0	0
0	0
0	0

Sub-total Hours on Special Projects: 0

**Department Operations and Maintenance for the Month**

Mowing & W/E	360
Equip & Veh Maint	21
Buildings & Grounds	94
Office Operations	12.5

Sub-total Hours on OM Projects: 487.5

**OTHER**

0	0
0	0
0	0

Sub-total Other 0

**TOTAL HOURS FOR DEPARTMENT 487.5**

**Department's Proposed Projects for next Month**

	0
	0
<b>Total Estimated Hours on Proposed Projects:</b>	<b>0</b>

**Memo**

To: Finley deGraffenried, City Manager  
From: Monica Wright, Director of Information Systems  
Date: Wednesday, November 4, 2020  
Re: October 2020 Monthly Report



Information Systems

**IT Service Tickets:**

October 2019	October 2020	
319	328	<b>+9 service tickets</b>

**Social Media Stats:**

	October 2019	October 2020	
Facebook Followers	5,750	6,192	<b>+442 FB page followers</b>
Twitter Followers	472	609	<b>+137 Twitter followers</b>

**Website Payments:**

	October 2019	October 2020	
City Utility	390 \$143,779.36	454 \$159,814.94	<b>+64 online payments +\$16,035.58</b>
Municipal Court	45 \$9,776.39	24 \$4,584.80	<b>-21 online payments -\$5,191.59</b>

**Website Stats:**

	October 2019	October 2020	
Page Visits	9,208	12,000	<b>+2,792 visits</b>
Page Views	18,927	26,558	<b>+7,631 page views</b>
Downloads	1,285	1,993	<b>+708 downloads</b>

*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
<b>IT Supported Software</b>	30+ applications

*lwb*

**FY 2020/2021 Projects:**

- Configure/replace (2) City network firewalls (*Fall 2020*)
- Configure/install new anti-virus software on client pcs/servers (*Fall 2020*)
- Configure/replace City Hall POE switch (*Fall 2020*)
- AT&T contract executed for increased bandwidth (*Fall 2020*)
- Replace 100M fiber circuit with 250M circuit/relocate from CH to IT Building (*Fall 2020*)
- Assist PD & Cardinal with CAD implementation (*Fall 2020*)
- Upgrade all outdated Microsoft Office software on PCs (*FY 20-21*)
- Replace IT Building (7) windows (*FY 20-21*)
- Build IT Server room wall w/ door (*FY 20-21*)
- Configure/install Solar Winds network mapping software (*FY 20-21*)
- Configure/install Solar Winds Patch Manager software (*FY 20-21*)
- Configure/install replacement Library firewall (*FY 20-21*)
- Configure/replace Library Useful server/patron thin clients (*FY 20-21*)
- Configure/install replacement credit card readers with chip readers (*FY 20-21*)
- Configure/replace old receipt printers (*FY 20-21*)
- Implement cloud storage for audio/video retention (*FY 20-21*)
- Configure/install security cameras at Calvert Municipal Building (*FY 20-21*)
- Obtain quotes/configure/replace (15) PCs (*FY 20-21*)
- City wide cyber security training for all employees (*FY 20-21*)
- Configure/install (1) WAP's (wireless access points) at Animal Shelter (*FY 20-21*)
- Dispose of outdated/broken IT Equipment (*FY 20-21*)
- Configure/replace PD Toughbooks (*FY 20-21*)
- Relocate City & PD network firewalls to IT Building (*FY 20-21*)
- Assist staff with implementation of Civic Plus Civic Clerk Agenda Management software (*FY 20-21*)
- Assist staff with migration to MyGov permitting software (*FY 20-21*)

**October Projects:**

- Executed new fiber contract with AT&T (increased speeds)
- AT&T was onsite for fiber relocation site visit: 10-20
- Configured firewall for Cardinal Cad implementation project/tested with vendor
- Southern Star was onsite to install wireless headsets at IT Dept.
- Obtained quote/purchased antivirus software
- Configured/installed new antivirus on servers/PCs
- Obtained quote/purchased replacement POE switches/configured
- Obtained quote for replacement firewalls/purchased/configured
- Obtained quote for (5) replacement PCs/purchased
- Obtained quote for replacement PD TLETS printer (MFP)/purchased/configured/installed
- Obtained quote for replacement IT Printer/configured/replaced IT Printer (MFP)
- Obtained quote/purchased/configured/installed Solar Winds Patch Manager software
- Contacted Verizon regarding (10) eligible aircard upgrades/ordered
- Configured firewall VPN tunnel for Cardinal CAD implementation/tested
- Configured/replaced PW desktop PC
- Created script to uninstall old antivirus software from servers/pcs
- Cardinal Tracking onsite for Cardinal CAD training: 10-28/29
- Assisted Airport/Finance with Siteminder/credit card reader

**November Projects:**

- Relocate AT&T fiber circuit to IT Building
- Re-configure/install new version of Solar Winds Patch Manager
- AWIA Cyber Systems Security information to WWW Department
- Make changes to domain admin credentials
- Schedule AT&T test and turn up day for new AT&T fiber circuit
- Configure/install (5) replacement desktop PCs
- Configure/issue replacement IT laptop
- Obtain quotes for Incode cloud/SQL solution
- Obtain quote/configure/replace Utility Billing printer
- Obtain quote for Office 365 Exchange Plan E3
- Assist PD w/ Cardinal CAD implementation/Incode interface
- Install replacement (2) firewalls
- Install replacement (2) POE switches at City Hall
- Configure/replace PD Toughbook
- Obtain hardware/software quotes for COVID-19 Cares Grant
- Configure/install printer all-in-one at Calvert Building
- Move WAPs to Watchguard Cloud
- Setup live stream council meetings
- Create cyber security phishing campaigns/deploy to employees
- 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
- Run cable/relocate firewalls to IT Building

**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:**

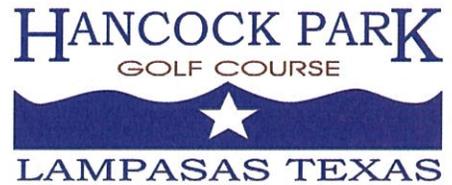
- Complete State required Cyber Security Employee Training (*FY 20-21*)
- Upgrades to Microsoft Office licenses (*FY-20-21*)
- IT Building Server Room Wall with locking door (*FY 20-21*)
- Replace (7) IT Building windows (*FY 20-21*)
- Assist PD w/ Cardinal CAD/ticket writer system migration (*FY 20-21*)

- 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 POE switches at City Hall *(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 500mbps *(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

### OCTOBER 2020

Circulation	We circulated 4,012 items in October, which is up 5.9% from September (3,793).
Door Count	There were 1,918 visitors during October, which is up 8.4% from September (1,770).
Internet Usage	There were 80 Internet sessions in October, compared to 102 in September (down 21.6%).
Wifi Usage	We had 108 distinct clients use the public wifi in October, which is down 15% from September. There was an average of 9 users per day, down 10% from last month.
Text Interactions	We communicated, via text messages, with 87 unique phone numbers in October, which is up 2.5% from September (82). We sent/received a total of 530 messages, which is up 25% from last month (424).
Vacant position	We have a part-time position open. Elizabeth Leal's last day was November 6; she accepted a full-time position with the City of Killeen. We hope to get someone hired quickly.
Virtual Programs	For our virtual Books & Badgers program in November, our guest reader was Mayor Misti Talbert. Our family story time will feature Mandy Walsh and her children. Our November "How Pinteresting!" project was wall art - a framed scrapbooking page. Our staff continue to offer virtual story times, as well as a special story time each month for HeadStart.



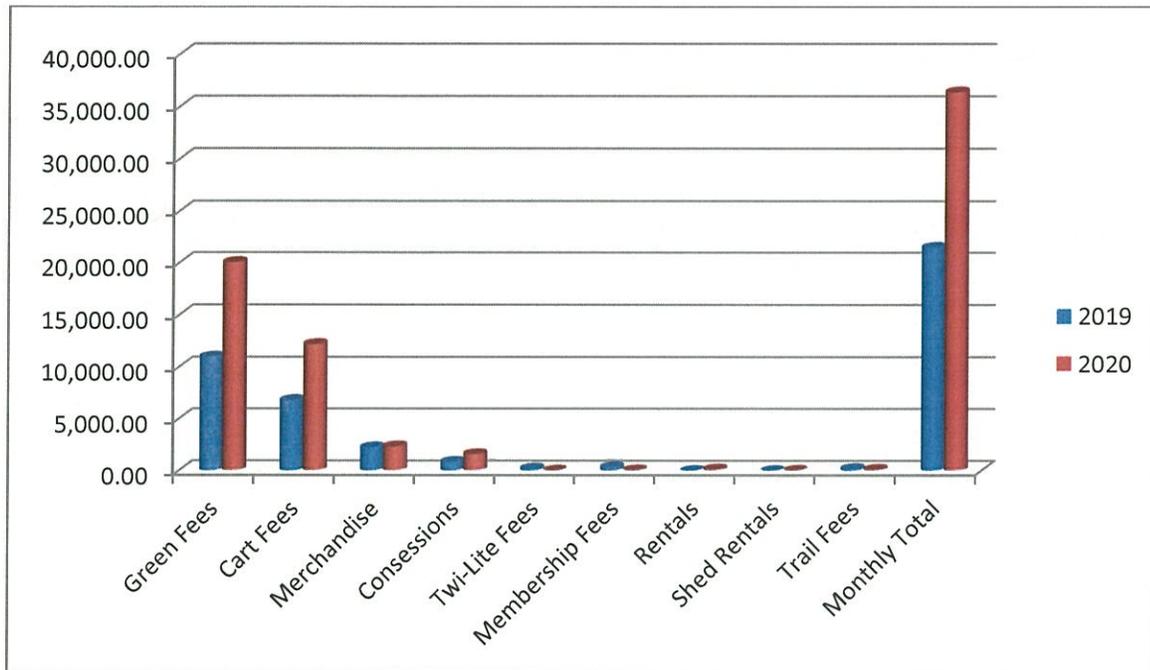
# Memo

**To:** Finley deGraffenied, City Manager  
**From:** Van Berry, Golf Course Manager  
**cc:** City Council Members  
**Date:** November 16, 2020  
**Re:** Monthly Report, October 2020

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- The leaves are beginning to fall and the golf course crew is spending most of their times mulching leaves.
- I repainted the hole numbers, par and all the yardages on all the limestone rocks on each hole.
- We are still mowing the fairways twice a week as well as the rough. The greens have slowed down on growing and we are mowing them every other day.
- I had a community service worker wash all the rental carts and check the water in the batteries.
- 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.
- Sprayed Firm-Up (soil conditioner) on the greens.
  
- October 2020 Tournaments: October 9 – High School Fall Classic, 83 golfers.

# Hancock Park G.C. October 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, November 19, 2020

Re: Monthly Report October 2020

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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	85
Convictions	53
Compliance Dismissals	29
Hrs. Community Service Completed	0
Total Dollar Amount CS	\$0.00
Waived for Indigency	\$1,216.00
Total Collected	\$21,332.22
Total kept by City	\$14,441.09

## CITY SECRETARY DEPARTMENT/ OCTOBER 2020 MONTHLY REPORT

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### 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 October 12 & October 26 regular Council meetings
- Processed (10) Open Records Requests; does not include those that Becky or Vicki may have responded to
- Kept up with important dates, postings and information related to the upcoming November 3, 2020 General Election
- Finalized all open enrollment benefit changes, i.e. FSA, S&W, Colonial and Principal
- HR Department responsibilities including workers comp/insurance/liability claims, as well as City Secretary responsibilities

#### **Becky Sims, Zoning Administrator/Asst. City Secretary**

- Worked with and supports the City Manager, City Secretary, Building Official and Directors on various projects as needed. Also assists in clerical responsibilities for the Mayor.
- 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; assists/schedules meetings regarding the proposed Comprehensive Plan and attends the meetings
- 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 October 12 & October 26 regular Council meetings
- Coordinated and worked on the preparation of the City's Winter Celebration November 7, 2020 event
- Attended and took the minutes of the October 1, 2020 Planning & Zoning meeting

#### **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 agendas and minutes on City website(s), posting City Council minutes on website upon Council approval; Attended and took the minutes of the October 21 LEDC meeting; assisted the EDC Director as needed
- Assisted with issuing Building Department permits; filing for Building Department; works closely with the Zoning Administrator on these responsibilities; also works closely with Building Official on inspection call-ins and documentation of those inspections
- Maintain vehicle inspection and vehicle registration process for all City vehicles

#### **Ramon Canada, Custodian**

- Provided custodial services and minor maintenance to the City Administration Building, Police Department, new W/WWW building and City Library; also serves as backup to the other custodian, Trisha Eicher, at facilities she cleans when she is off.

#### **Personnel Information– currently**

- 115 Fulltime positions & 16 Part-time positions; there are presently 3 F/T and 2 P/T vacancies: Posted vacancies: Park Maintenance Technician, WWW Utility/Distr. Technician, and Light Equipment Operator. The two P/T vacancies are P/T Firefighter positions, but currently are not advertised positions.



Finance/Utility Billing & Collection

## MEMO

Date: November 19, 2020

To: Finley deGraffenried, City Manager

From: Yvonne Moreno, Finance Director

RE: Monthly Report for October 2020

### Finance Department:

- \* Completed/reviewed all journal entries.
- \* Worked on getting books ready to close out FY 2019-2020.
- \* Processed end of FY reports.
- \* Coordinated with auditor and staff regarding end of year Inventory.
- \* Coordinated with auditor information needed for audit in January 2021.
- \* Coordinated with staff about boxing up FY 2019-2020 reports, A/P's, and timesheets.
- \* Coordinated with City Secretary regarding FSA accounts and Colonial changes.
- \* Accounts Payables processing is on a regular schedule and bills are processed on a weekly basis ensuring that our expenses are recorded 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 October was \$112.92
- \* Sales Tax for October was \$185,111, which is an increase of 8.54% from October of 2019.
- \* Reconciled 18 bank accounts
  - Processed 290 Accounts Payable Checks
  - Processed Bi-Weekly Payroll and Longevity Checks

### Utility Department:

- The Electric billing for October 2020 was 16.45% lower than what was billed in October 2019. The Water billing for October 2020 was 11.10% lower than what was billed in October 2019.
- October Statistics for the department:

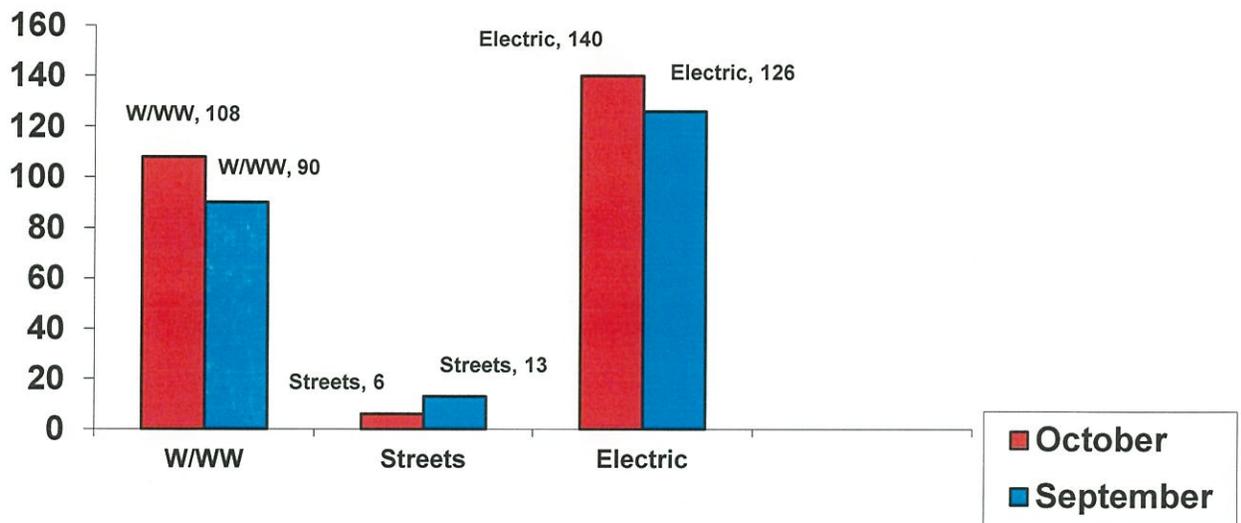
Total Water Customers	3,553
Total Wastewater Customers	2,846
Total Electric Customers	4,917
Residential Garbage Customers	2,730
Connects:	47
Disconnects:	43
Read In/Read Out:	29
Disconnects for Non-Pay:	22 (11 were reconnected)



## Public Works

### NOVEMBER 2020

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



**Work Order Summary:**

Received: 254

Completed: 244

Voids: 2

To: Rickie Roy  
From: Carlos Garcia  
Date: Thursday, November 19, 2020  
Re: October, Monthly

Street Department

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Mr. Roy,

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

- 1) Street – Total Work Orders = 6, Total Complete = 5, Total Outstanding =1, Total Void = 0
- 2) Mowed drains and right away.
- 3) We did patch workorders.
- 4) Tree trimming.
- 5) Line of sights \
- 6) Replaced street name signs

For the month of November, we will start the brush chipping program 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. The street department is working on replacing old street name signs.

# Monthly Report

To: Rickie Roy, Public Works Director  
From: Van Sims, W/WW Operations Manager  
Date: November 19, 2020  
Re: October 2020 Monthly Report

Water/Wastewater  
Department

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## Summary of Activities

- ***Operation of Water Distribution System***
  1. Repaired 10 water leaks.
  2. Made 2 new water tap.
  3. 1-meter change out.
  4. Collected 9 routine Bac-T samples- all passed.
  5. Completed required monthly flushing.
  6. Conducted all required water testing; recorded and logged data.
  
- ***Operation of Wastewater Collection System***
  1. Cleared 4 sewer stoppages.
  2. Repaired 3 damaged sewer lines.
  3. Completed all monthly lift station checks.
  
- ***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 225 yds of cake.
  
- Total Work Orders Completed -109
- Utility Locates -79
- Customer Service Calls 2

# Memo



To: Rickie Roy  
From: Flint Geagley  
Date: November 6, 2020  
Re: October Activities

Electric Department

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This month's activities involved:

- Received a total of 140 work orders and completed 139.
- Operations and Maintenance
  1. Connected secondary side at new chicken place
  2. Started rerouting line for new business
  3. Received 69 line locates
  4. Vehicle Maintenance (oil changes)
- Connected:
  1. Upgrades – 5
  2. New services – 7
  3. Temps - 3
- Set 19 poles:
  1. replaced 3 poles on the inspection list
  2. replaced 3 bad poles
  3. set 13 poles to build new line for new house  
(built new line on CR 1030, on CR 1020 and on sunrise Hills)
- Overtime: Received 6 callouts
  1. Tree - 1
  2. Substation Reset 1-shot for Irby Construction - 2
  3. On customer side – 0
  4. Equipment failure - 1
  5. Unknown - 0
  6. Line Down (cable) - 2
- Activities for the Year 2019 - 2020:
  - Pole Inspection replacement: total 389 poles, have replaced 317 poles
  - Stone Valley: Set pole on Fieldstone (70% complete)
  - New Strip Center by Walmart: Complete
  - Brown St Subdivision: Received material for underground, (20% complete)
  - New Covenant Church: Have received transformer

## City of Lampasas

## M E M O

To: Mayor and City Council  
 From: Finley deGraffenried  
 Re: Manager's Report  
 Date: 20 November 2020

- Brodie Estates** Rickie reports that transformers have been set and the City's portion of the underground work is complete in the Brodie Estates Subdivision off Brown Street. The subdivision represents one of the first to have 100% underground electric service. Although vertical construction has not commenced, it is apparent the visual impact and curb appeal of the subdivision will be enhanced by not having aerial delivery. Staff encourages Council to review the site, and consider if additional incentive or regulation would be desirable for future developments.
- Anniversaries** Staff would like to recognize the following employees celebrating their 5 year and longer anniversaries with the City of Lampasas in November: Charlie Boswell, Lt. Investigator, 17 years; Jacob Hummer, Sargent Patrol, 7 years; Derrick Eicher, Water/Wastewater Tech, 5 years; Mary Mendez, Police Dispatch, 13 years; Joe Schwartz, Animal Control Officer, 13 years; Micah Harry, Line worker, 6 years; Josh Palacio, Water/Wastewater Tech, 5 years; Nick Roberts, Investigator, 8 years; and Duane Griffith, Cemetery Superintendent, 11 years. Staff would also like to welcome Deborah Weaver to the Utility Billing and Collection Department.
- CBOAA** As you likely noticed from the regular Agenda, the Construction Board of Adjustments and Appeals ("CBOAA") met on November 19 to consider designations and orders related to substandard and dangerous buildings. Although the Board made specific findings related to those structures, the Board also discussed other means to recoup expenses related to demolition. As Council may be aware, waiting for reimbursement in satisfaction of a City lien, can take years, and often times a new buyer may request a waiver in order to redevelop the property. Staff will investigate other options, including foreclosure proceedings, and report back to the CBOAA and Council.
- LEDC** The Lampasas Economic Development Corporation ("LEDC") met on November 18<sup>th</sup> with a fairly light Agenda. The Board discussed, and approved, participation in Texas Economic Development Connection, a marketing and prospecting resource focused on small to medium size communities. Mandy Walsh, EDC Director, also reviewed and sought input on the FY 2020-2021 EDC Strategic Plan that outlines specific tasks and targets for the coming year. Staff also reviewed the status of the Economic Development Administration grant application for infrastructure in the Business Park, and reported that staff had asked the grant writers to cease work on the application pending delivery of additional information from the prospect.

WCID The Lampasas County Water Conservation District (“WCID”) will meet December 3<sup>rd</sup> to discuss filling a vacancy on the Board as well as the status of upgrading Dam 6 to high hazard. Staff would recommend discussion regarding any future contributions at the upcoming Council planning retreat related to that project.

Mrs. Clause/Library Shanda reports that the Library has been able to secure an exclusive visit from Mrs. Clause on December 5<sup>th</sup> from 3:00 to 5:00 p.m. Santa unfortunately will not be able to attend as he has a previous commitment at Ajinomoto Foods. Mrs. Clause will be stationed in the tree house at the Library Park and Elves will be available to accept letters to Santa and hand out candy canes. The event will be drive-through and observe CDC guidelines.

GASB 40 Attached is the City’s GASB 40 Annual Reporting related to the City’s investments and compliance with the City’s Investment Policy. As the report indicates, the City is in compliance with the Policy. The Report identifies specific compliance related to credit risk, diversification, interest rate risk, and custodial credit risk (delivery vs. payment and pledged securities).

**GASB 40 ANNUAL REPORTING  
PERIOD ENDING SEPTEMBER 30, 2020**

**CITY OF LAMPASAS, TEXAS**

**Credit Risk**

The primary stated objectives of the City of Lampasas's adopted Investment Policy is the preservation of principal, maintenance of sufficient liquidity, diversification and reasonable market yield. The policy is reviewed and adopted by the City Council on at least an annual basis and has established the parameters for all City investments.

The credit risk within the City's portfolio authorized investments is limited within the City Council's adopted Investment Policy and is represented in the following authorized investments:

- obligations of the US Treasury with stated maturities not to exceed two years which are rated AAA,
- debt obligations of US agencies with a stated maturity not to exceed two years,
- fully FDIC insured or collateralized depository certificates of deposit,
- general debt obligations of any US state or subdivision must be rated AA and have a maximum stated maturity of two years,
- money market mutual funds which must be rated AAA and must comply with SEC Rule 2a-7 while striving to maintain a \$1 net asset value,
- fully FDIC insured or collateralized interest bearing deposits in banks in Texas,
- FDIC insured brokered certificate of deposit securities,
- Texas, AAA rated local government investment pools which strive to maintain a \$1 net asset value, and
- share certificates from Texas credit unions insured by the National Credit Union Insurance Fund.

Investments are made primarily in obligations of the US Government, its agencies or instrumentalities. State law and the City's adopted Investment Policy require inclusion of a procedure to monitor and act in a timely manner to changes in credit rating on any investment which requires a rating.

State law and the City of Lampasas's adopted Investment Policy restricts both depository time and demand deposits, including certificates of deposit (CD), to those banks doing business in the State of Texas and further requires full FDIC insurance and/or collateralization from these depositories. Collateral, with a 102% margin, is required and stipulated by policy and collateral is limited to obligations of the US Government, its agencies or instrumentalities. Independent safekeeping is required independent of the bank holding company with monthly custodial reporting and pricing of securities at market on a daily basis established as a contractual responsibility of the bank.

The City's adopted Investment Policy restricts investment in money market mutual funds to those which comply with SEC Rule 2a-7 and are AAA-rated and striving to maintain a \$1 net asset value.

The Policy requires that brokered certificate of deposit securities be verified for FDIC coverage and a weekly procedure verifies that no change in bank status has affected or eliminated the FDIC coverage.

Local government investment pools in Texas are required to be rated AAA, or equivalent by at least one nationally recognized rating agency. The Policy restricts the City to constant dollar local government investment pools.

As of September 30, 2020

- investment in local government pools represented 23.73 % of the total portfolio,
- fully FDIC insured or collateralized bank demand deposits represented 53.18 % of the total portfolio, and
- fully FDIC insured or collateralized money market accounts represented 23.09 % of the total portfolio.

#### **Concentration of Credit Risk**

The City of Lampasas recognizes over-concentration of assets by market sector or maturity as a risk to the portfolio. The City's adopted Investment Policy establishes diversification as a major objective of the investment program and requires that no security sector represent over 50% of City assets with the exception of US Treasury obligations. The portfolio is to be diversified by market sector.

As of September 30, 2020, the portfolio was fully inside its policy diversification guidelines.

A segmented time distribution analysis of the portfolio by market sector is shown on the attached Exhibit A.

#### **Interest Rate Risk**

In order to limit interest and market rate risk from changes in interest rates, the City of Lampasas's adopted Investment Policy sets maximum maturity dates and maximum weighted average maturity limits. The maximum dollar-weighted average maturity (WAM) of the total City portfolio is restricted to one year. The maximum stated maturity on any investment is two years.

As of September 30, 2020, in the City's portfolio:

- no holding had a stated maturity date beyond 1 day, and
- the dollar weighted average of the total portfolio was 1 day.

As of September 30, 2020, the portfolio contained no structured securities which would be impacted by interest rate changes.

#### **Custodial Credit Risk**

To control custody and safekeeping risk, state law and the City of Lampasas's adopted Investment Policy requires collateral for all time and demand deposits be transferred delivery versus payment (DVP) and held by an independent party approved by the City and held in the City of Lampasas's name. The custodian is required to provide original safekeeping receipts and monthly reporting of positions with position descriptions including market value for both type transactions. All deposits must be collateralized to 102% and be executed under written agreements executed under the terms of FIRREA<sup>1</sup>.

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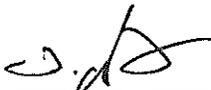
<sup>1</sup> US Financial Institutions Resource and Recovery Enforcement Act

The counter-party of each type transaction is held contractually liable for monitoring and maintaining the required collateral margins on a daily basis.

Portfolio disclosure as of September 30, 2020:

- all bank funds were FDIC insured or collateralized in accordance with state law and the investment policy,
- the portfolio held no repurchase agreements, and
- all pledged bank collateral for demand deposits and certificates of deposit was held by an independent institution outside the bank's holding company.

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City ManagerITEM NO. 7.1

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

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**Subject:**

Discussion and possible action regarding Community Garden Agreement for utilization of Campbell Park.

Requested By: Chris Eicher, Parks Director

Submitted By: Finley deGraffenried, City Manager

Date Submitted: November 4, 2020

For the Agenda of: November 23, 2020

**Procurement and Funding Statement:**

Attachments:

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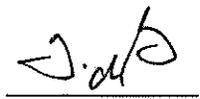
**Summary Statement:**

Council approved the planning and development of a Community Garden at the August 24, 2020 City Council Meeting. The attached draft agreement was previously discussed during workshop at the November 9, 2020. It has been reviewed by Counsel and the Community Garden Board and now comes to Council for consideration. The Agreement provides for use of the defined area by the Board; maintenance responsibilities, requirements for insurance, and reporting requirements.

**Recommendation:**

Motion to approve Community Garden Agreement and authorization to Staff to finalize and execute the Agreement providing all conditions of the Agreement are met.

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City Manager

ITEM NO. 7.2

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

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**Subject:**

Discussion and possible action regarding cancelling the December 28, 2020 City Council Meeting.

Requested By: Becky Sims, Assistant City Secretary

Submitted By: Becky Sims, Assistant City Secretary

Date Submitted: November 19, 2020

For the Agenda of: November 23, 2020

**Procurement and Funding Statement:**

Attachments:

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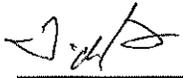
**Summary Statement:**

Staff has placed this item on the agenda to ask Council to consider cancelling the December 28, 2020 City Council Meeting.

**Recommendation:**

To consider a motion to approve the request to cancel the City Council Meeting scheduled for December 28, 2020

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City Manager

ITEM NO. 7.3

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

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**Subject:**

Discussion and possible action regarding amendments to 2020 Appraisal District Budget.

Requested By: Melissa Gonzales, LCAD Chief Appraiser

Submitted By: Finley deGraffenried, City Manager

Date Submitted: November 19, 2020

For the Agenda of: November 23, 2020

**Procurement and Funding Statement:**

Attachments: LCAD Budget Amendments

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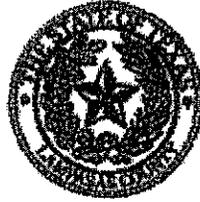
**Summary Statement:**

On November 5, 2020 the Board of the Lampasas Appraisal District approved the attached Budget Amendment. The amendment calls for decreases in their current budget of \$12, 879.00, and increases in expenditures of \$28,666.00. As noted the (\$6,787.00) deficit is to be made up from Fund Balance.

**Recommendation:**

Council may approve or deny the amendment; or approve by no action.

# LAMPASAS CENTRAL APPRAISAL DISTRICT



**Board of Directors**

Mike Kriegel, Chairman  
Ross Oliver, Vice Chairman  
Marshal Brewer, Secretary  
David Barclay  
Philip Garrett

P.O Box 175  
Lampasas, TX 76550  
Telephone:  
512-556-8058  
512-556-8138  
Fax: 512-556-4660

November 5, 2020

Honorable Mayor Talbert  
City of Lampasas  
312 E. Third St.  
Lampasas, TX 76550

Dear Mayor Talbert,

Enclosed, please find information pertaining to amendments to the 2020 Appraisal District budget.

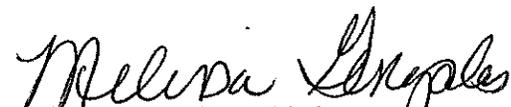
According to Section 6.06 of the Texas Property Tax Code, the board may amend the approved budget at any time. A written copy of the proposed amendments must be delivered to the presiding officer of the governing body of each taxing unit participating in the district.

The participating taxing units have until December 5, 2020 to either approve or deny the amendments. If no action is taken by this date, the amendments will be approved by default.

The district is requesting to use \$6,787.00 from the prior approved fund balance.

If you have any questions, please feel free to give me a call.

Respectfully,

  
Melissa Gonzales, Chief Appraiser  
Lampasas Central Appraisal District

2020 BUDGET AMENDMENTS  
LAMPASAS CENTRAL APPRAISAL DISTRICT  
NOVEMBER 5, 2020

DECREASE FROM LINE ITEM:

6120	RETIREMENT	\$ 3,300.00
6140	STATE UNEMPLOYMENT	\$ 580.00
6290	ARB PAY & EXPENSE	\$ 1,171.00
6304	COMPUTER HARDWARE SOFTWARE	\$ 2,872.00
6401	VEHICLE EXPENSE	\$ 2,322.00
6402	MEALS, MILEAGE & LODGING	\$ 374.00
6404	MAPS & SUPPLIES	\$ 1,500.00
6406	JANITORAL EXPENSE	\$ 560.00
6407	EQUIP. MAINT & SVC CONTRACT	\$ 1,200.00
6412	UTILITIES	\$ 1,100.00
6416	LEGAL FEES	\$ 6,670.00
6420	PICTOMETRY SOFTWARE SERVICE	\$ 230.00

INCREASE TO LINE ITEM:

6100	SALARIES	\$ 3,163.00
6101	BONDS, INS. & WORK COMP	\$ 1,058.00
6130	EMPLOYER'S MEDICAL INSURANCE	\$ 2,583.00
6240	COPIER LEASE/PURCHASE	\$ 1,624.00
6301	POSTAGE	\$ 1,137.00
6402	MEALS, MILEAGE & LODGING	\$ 836.00
6403	FEES & DUES	\$ 365.00
6405	TUITION & REGISTRATION	\$ 1,100.00
6408	PUBLIC & LEGAL NOTICE	\$ 342.00
6409	COMPUTER SUPPLIES	\$ 2,363.00
6410	OFFICE SUPPLIES	\$ 3,940.00
6411	TELEPHONE	\$ 1,413.00
6417	PROFESSIONAL SERVICES	\$ 5,835.00
6419	BUILDINGS GROUNDS & MAINTENANCE	\$ 2,907.00

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City Manager

ITEM NO. 7.4

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

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**Subject:**

Discussion and possible action concerning the purchase of a 2021 Chevrolet Silverado 2500 with utility bed from Lake Country Chevy in the amount of \$41,653.85.

Requested By: Van Sims Water & Wastewater Operations Manager

Submitted By: Rickie Roy, Assistant City Manager

Date Submitted: October 13, 2020

For the Agenda of: November 23, 2020

**Procurement and Funding Statement:**

The procurement process was followed by utilizing an interlocal cooperative purchase agreement with TIPS (The Interlocal Purchasing System) set forth by the City of Lampasas Purchasing Policy. Funding is available in 82-599-5600 & 82-520-5530

Attachments: Bid document from Lake Country Chevrolet

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**Summary Statement:**

During FY 2021 budget preparations, City Council budgeted for a new ¾ ton work truck with utility bed. In August, the City moved forward with an expedited purchase process to procure a truck using local vendors, however, staff could not locate a vehicle that met the City's requirements. At the time Council and Staff recommended incorporating the purchase in FY 2021. Through an interlocal cooperative purchase agreement with TIPS, and Lake Country Chevrolet, the Wastewater Department was able to locate a truck that fits all specifications and requirements. The Wastewater Department is asking council to approve the bid from Lake Country Chevrolet for a 2021 Chevrolet 2500 with utility bed to replace a 2007 Ford F150 single cab pickup.

**Recommendation:**

Motion to consider the purchase of a 2021 Chevrolet Silverado 2500 with utility bed from Lake Country Chevy in the amount of \$41,653.85 and authorize the City Manager to execute all related documents.



**PRODUCT PRICING SUMMARY**

TIPS USA 200206 TRANSPORTATION VEHICLES

VENDOR- 5426 LAKE COUNTRY CHEVROLET, 2152 N. WHEELER STREET JASPER, TX 75951

End User: LAMPASAS, CITY OF Prepared by: SETH GAMBLIN

Contact: VAN SIMS Phone: 512.436.1313

Email: \_\_\_\_\_ Email: [SGAMBLIN.SILSBEEFLEET@GMAIL.COM](mailto:SGAMBLIN.SILSBEEFLEET@GMAIL.COM)

Product Description: CHEVROLET SILVERADO 2500 Date: October 9, 2020

A. Bid Item: \_\_\_\_\_ A. Base Price: \$ 28,224.00

**B. Factory Options**

Code	Description	Bid Price	Code	Description	Bid Price
CC20953	2021 SILVERADO 2500 EXT CAB 56" CA LV	\$ -		TRUX SERVICE BODY QUOTE 323	\$ 11,493.00
L8T	6.6L GAS ENGINE W/ AUTO			RKI STANDARD SERVICE BODY	
	POWER WINDOWS / LOCKS	\$ -		W/ HEADACHE RACK,4 CORNER LEDS	
5N5	REAR CAMERA KIT	\$ 73.00		MASTER LOCK SYSTEM, LIGHTED	
ZLQ	WT FLEET CONV PACKAGE	\$ 760.00		INTERIOR BOX LIGHTING	
ZHQ	SPARE TIRE AND WHEEL	\$ 380.00		TRAILERING PACKAGE	
JL1	TRAILER BRAKE CONTROLLER	\$ 275.00			
ZW9	BED DELETE	\$ -			
<b>Total of B. Published Options:</b>					<b>\$ 12,981.00</b>

Published Option Discount (5%) \$ (74.40)

C. Unpublished Options [not to exceed 25%] \$= 0.0 %

Description	Bid Price	Options	Bid Price
		EXTERIOR - SUMMIT WHITE	
		INTERIOR - JET BLACK H2G VINYL	
<b>Total of C. Unpublished Options:</b>			<b>\$ -</b>

D. Floor Plan Interest (for in-stock and/or equipped vehicles): \$ -

E. Lot Insurance (for in-stock and/or equipped vehicles):

F. Contract Price Adjustment: \_\_\_\_\_

G. Additional Delivery Charge: 299 miles \$ 523.25

H. Subtotal: \$ 41,653.85

I. Quantity Ordered 1 x H = \$ 41,653.85

J. Trade in: \_\_\_\_\_ \$ -

K. \_\_\_\_\_

L. Total Purchase Price \$ **41,653.85**

  
City Manager

ITEM NO. 7.5

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

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**Subject:**

Discussion and possible action concerning the purchase of a 600 Model Street Sweeper from TYMCO in the amount of \$267,196.50.

Requested By: Carlos Garcia, Street Superintendent

Submitted By: Rickie Roy, Assistant City Manager

Date Submitted: November 13, 2020

For the Agenda of: November 23, 2020

**Procurement and Funding Statement:**

The procurement process was followed by utilizing an interlocal cooperative purchase agreement with Buy Board set forth by the City of Lampasas Purchasing Policy. Funding is available in 10-551-5515 (Equipment)

Attachments: Price document and supporting documents provided Buy Board Pricing from TYMCO.

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**Summary Statement:**

During budget preparations for FY 20-21, the Street Department budgeted for a new Street Sweeper. With assistance from TYMCO the city received a bid through Buy board for \$267,196.50 for a new Street Sweeper. The Street Department requests council approve the bid from TYMCO for the 600 Model Street Sweeper.

**Recommendation:**

Staff recommends approving the bid of \$267,196.50 to TYMCO for the purchase of a 2020 TYMCO 600 Model Street Sweeper and authorize the City Manager to execute all related documents.



**BuyBoard Pricing List - Contract 515-16 Dec. 1, 2019 - Nov. 30, 2020**

PLEASE MAKE P.O. TO TYMCO, Inc.

Date:

11/11/2020

Customer: **City of Lampasas, TX**

Person Quoting

Kaye Morgan [kaye.morgan@tymco.com](mailto:kaye.morgan@tymco.com)

Base Model TYMCO 600 - Includes - John Deere 4045T FinalTier 4, 99 HP Auxiliary Engine 4 cyl, BlueLogic Control System; Automatic Shutdown System, Dust Control System, Instruments in Cab - BlueLogic Control System, Hydraulic Tank Sight/Temperature Gauge, Twin Gutter Brooms, Floodlights, Parabolic Mirrors, Pressure Bleeder, Water Fill Hose & Rack, Amber Beacon Light - LED, Rear Mounted Alternating/Flashing Lights(2), Back-Up Alarm, Floodlights on Rear (2), Duo Skids, Rubber Lined Blower, Suction Inlet Liner, Severe Weather Wiring

Qty		Price	BB Disc. Price	Net
1	Base Model TYMCO Model 600	149,500.00	134,550.00	134,550.00
1	Abrasion Protection Package	1,200.00	1,080.00	1,080.00
1	A.O.D. Washdown System.w/Spray Gun w/Trigger control	2,300.00	2,070.00	2,070.00
1	Arrow Stick (Traffic Directing Light LED - SAE Class 1)	1,200.00	1,080.00	1,080.00
1	Auxiliary Hydraulic System	1,275.00	1,147.50	1,147.50
1	Broom Assist Pick-Up Head	4,850.00	4,365.00	4,365.00
1	Camera/Monitor System AWTI w/7' Color Monitor - Dual Cameras	2,900.00	2,610.00	2,610.00
1	Dump Switch in Cab	235.00	211.50	211.50
2	Gutter Broom Tilt Adjuster - each side	1,000.00	900.00	1,800.00
1	High Output Water System	875.00	787.50	787.50
1	Hopper Deluge System	800.00	720.00	720.00
1	Pick-Up Head Curtain Lifter	1,750.00	1,575.00	1,575.00
1	Pick-Up Head Pressure Inlet Water Injection System	2,050.00	1,845.00	1,845.00
	Pick-Up Head Removable Front Curtain Set	285.00	256.50	0.00
1	Stainless Steel Hopper w/Stainless Steel High Capacity Dust Separator	19,500.00	17,550.00	17,550.00
1	2020 IH 4300-ISB: Diesel, Air Conditioner, Air Seats, AM/FM Stereo Radio, DS	95,000.00	85,500.00	85,500.00

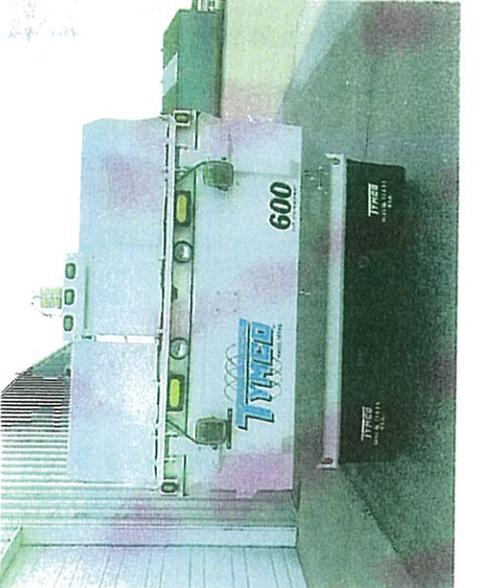
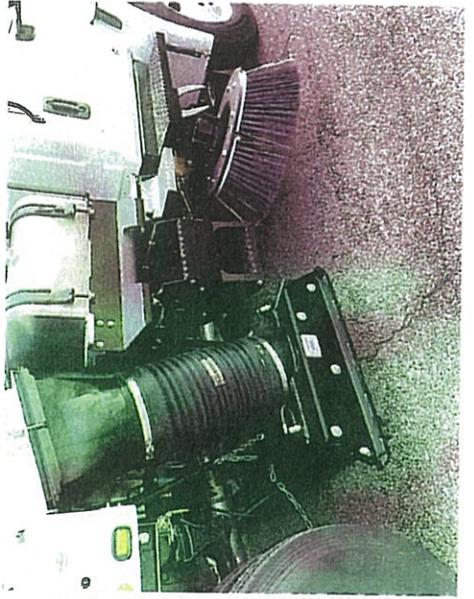
**Unpublished Options**

1	2020 International 4300-ISB Chassis Special: 33,000 GVW; Air Ride Suspension; Engine Block Heater	No Charge	0.00	0.00
1	Additional Nozzle w/Separate Switch - LGB; RGB; Hopper	1,400.00	1,260.00	1,260.00
1	LED Lights - Stop/Turn/Tail/Clearance	600.00	540.00	540.00
1	Alternating Warning Lights - Mounted on Bumper	475.00	427.50	427.50
1	Stainless Steel Blower Housing	1,425.00	1,282.50	1,282.50
1	Freight/PDI/Inservice	1,900.00	1,710.00	1,710.00
1	Auto Sweep Interrupt w/Overspeed Interrupt	1,175.00	1,057.50	1,057.50
1	Hopper Suction Inlet Wear Flange w/Liner	1,700.00	1,530.00	1,530.00
1	Storage Box with Work Platform	1,400.00	1,260.00	1,260.00
1	Alt Warning Light Package: LED-Exchange Peterson Oval 420SB-1 (Blue) and 420SA-2 (Amber) mounted in standard position on Rear of Hopper	1,375.00	1,237.50	1,237.50
<b>TOTAL:</b>				267,196.50

Requested by: \_\_\_\_\_

Approved by: \_\_\_\_\_

**DELIVERY: 90-120 Days**





**600**<sup>®</sup>  
AIR SWEEPER

**GENERAL SPECIFICATIONS**



**MODEL 600<sup>®</sup> REGENERATIVE<sup>®</sup> AIR STREET SWEEPER**  
**DIESEL AUXILIARY ENGINE / DIESEL CONVENTIONAL CAB CHASSIS**

**SWEEPER AUXILIARY ENGINE**

Engine ..... John Deere 4045 turbo FT4, 4 cyl.  
Displacement ..... 275 in<sup>3</sup> (4.5 L)  
Power..... 99 HP @ 2200 RPM (74 kW)  
Net torque.....315 lb-ft @ 1600 RPM (427 Nm)  
Air cleaner ..... Heavy duty, w/pre-cleaner, scavenge vacuum hose, and in-cab air restriction indicator w/gauge.  
Remote oil filter..... Spin on, full flow  
Auxiliary engine fuel tank shared with chassis  
Diesel fuel tank capacity..... 51 gal (193 L)  
DEF tank..... Dedicated  
Capacity (volumetric) ..... 5.4 gal (20.6 L)  
Capacity (useable) ..... 3.8 gal (14.4 L)  
Auxiliary engine protection system  
Fuel/water separator and separate fuel filter  
Open crankcase ventilation (OCV) filter

**BLOWER, RUBBER LINED**

Aluminum alloy, high volume, open face turbine  
Purpose ..... Creates blast and suction  
Bearings ....(2) sealed lifetime lube, anti-friction  
Bolt-on housing ..... Steel w/abrasion resistant, replaceable liner  
Drive ..... Heavy duty power band

**DUST SEPARATOR**

Type ..... Cyclonic, multipass, centrifugal separation  
Size ..... 20 x 61 in cylindrical area (508 x 1549 mm)  
Located adjacent to blower within hopper  
Particulate removal achieved through 61 in (1549 mm) skimmer slot into skimmer hood  
Hinged inspection door opened from hopper exterior  
Abrasion resistant housing w/replaceable wear resistant liner

**HOPPER**

Capacity (volumetric) ..... 7.3 yd<sup>3</sup> (5.6 m<sup>3</sup>)  
Capacity (useable) ..... 6 yd<sup>3</sup> (4.6 m<sup>3</sup>)  
Construction ..... Welded steel plate with integral stiffeners  
Floor angle..... 22°  
Dump door opening ..... 84 x 44 in (2134 x 1118 mm)  
Dumping method ..... Hydraulic with raker bar  
Dumping height ..... 36 in (914 mm)

**PICK-UP HEAD**

Type ..... Dual chamber  
Function ..... Delivers air blast and suction  
Width (inside dimension) ..... 87 in (2210 mm)  
Std. pick-up head area..... 2610 in<sup>2</sup> (1.68 m<sup>2</sup>)  
BAH<sup>®</sup> option area..... 3567 in<sup>2</sup> (2.3 m<sup>2</sup>)  
Suspension ..... 4 springs, 2 drag links  
Skids..... DUO SKID<sup>®</sup>, long-life carbide  
Suction hose diameter..... 14 in (356 mm)  
Pressure hose diameter ..... 14 in (356 mm)  
Pressure bleeder ..... Integral for leaf/light material pickup  
Reverse pick-up head system

**GUTTER BROOM, TWIN, Patented**

Standard equipment includes floodlights and parabolic mirrors  
Drive ..... Constant speed non-reversible hydraulic motor  
Adjustment..... Adjustable for down pressure, pattern and wear  
Down pressure ..... Automatically adjusts to requirement  
Flexibility ..... All directions integral anti-damage "swing away" relief valve  
Broom ..... 43 in dia. (1092 mm) steel wire, vertical digger

**HYDRAULIC SYSTEM**

Operates gutter broom(s), dump and pick-up head  
Drive ..... Gear driven from auxiliary engine  
Flow rate ..... 8 GPM (30.3 LPM)  
Reservoir ... 25 gal (94.6 L) w/80 mesh suction strainer, sight/temperature gauge, cooler  
Filter..... 3 micron in-line  
Temperature shutdown system

**DUST CONTROL SYSTEM**

Water spray nozzles for dust suppression  
Pump ..... Electric diaphragm  
Reservoirs ..... Polyethylene 220 gal (833 L), total minimum  
Filter ..... 80 mesh in-line  
Low water shut-off ..... Safety shut-off with audible and visual indicator in cab  
Spray nozzles:  
Around pick-up head ..... 4  
Gutter brooms (each) ..... 2  
Hopper (inside) ..... 1  
Hydrant fill hose w/storage area ..... 20 ft (6 m)

**CONTROL SYSTEM**

**BlueLogic<sup>®</sup> Control System**

Multiplexed electrical system includes hardware and TYMCO designed software that integrates the in-cab controls to the auxiliary engine and all sweeper functions; as well as provides intelligent safety features and on-board diagnostics (OBD) for the auxiliary engine and sweeper through the BlueLogic display.

**BlueLogic Display**

Pedestal mounted touchscreen display provides sweeper and auxiliary engine data to the operator and includes hour meters (trip and total) for the auxiliary engine, gutter brooms, pick-up head, blower, water pump, and BAH broom if applicable; sweeper odometer (records curb miles swept and sweeping hours), service reminders, custom reminders, overspeed warning, low water audible alarm, dust control system winterization guide, and OBD.

**Interior Components**

Leaf pressure bleeder control, BlueLogic display, auxiliary fuse panel, illuminated control switches: pick-up head, gutter brooms, auxiliary

engine RPM, dust control water system nozzles, safety lights:

**Exterior Components**

Dump switch, BlueLogic multiplex module

**SAFETY/WARNING DEVICES**

Alternating LED rear flashers (2)  
Back-up alarm  
SAE Class 1/California Title 13 amber beacon light with limb guard - LED

**OPTIONAL EQUIPMENT**

AOD water pump w/washdown hose/spray gun  
Abrasion protection package  
Auto Sweep Interrupt (ASI)  
Auxiliary hand hose 8 in dia. (203 mm)  
Auxiliary hand hose hydraulic boom assist  
Auxiliary hand hose catch basin cleaning package  
Auxiliary hydraulic system  
Broom Assist Pick-up Head (BAH<sup>®</sup>)  
Camera/monitor system  
COMDEX (extra water and tool box) 330 gal (1249 L) total capacity  
Gutter broom tilt adjuster(s) (left, right, or twin)  
Gutter broom variable speed  
Gutter broom drop-down  
Hi/Low pressure washdown system  
High output water system  
Hopper deluge system  
Hopper drain system  
Lateral airflow nozzle  
Linear actuator - pressure bleeder w/gauge  
Liquid recovery system  
Low emissions package (required for South Coast AQMD Rule 1186)  
Magnet, light, standard, or heavy duty  
Pick-up head curtain lifter  
Pick-up head deluge  
Shop air purge, dust control system  
Spark resistant skids  
Stainless steel options:  
Hopper:  
Hopper weldment  
Dump door  
Inspection doors  
Raker plate  
High capacity dust separator  
Hopper screen  
Blower housing  
High capacity dust separator  
Hopper drain  
Paint color (other than TYMCO standard white)

*Special options are available for your individual requirements. Contact your local dealer or TYMCO.*

**CONVENTIONAL CAB CHASSIS AVAILABLE**

International 4300  
International MV607  
Freightliner M2-106

City Manager

ITEM NO. 7.6

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

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**Subject:**

Discussion and possible action regarding a Policy Resolution of the City Council of the City of Lampasas, Texas, approving the creation of a City of Lampasas Fire Suppression Assistance Program; and authorizing the funding and administration of the Fire Suppression Assistance Program by the City of Lampasas Public Works Department.

Requested By: Finley deGraffenried, City Manager

Submitted By: Ronnie Wither, Fire Marshal  
Van Sims, Water Wastewater Operations Manager

Date Submitted: November 19, 2020

For the Agenda of: November 23, 2020

**Procurement and Funding Statement:**

Attachments: Resolution

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**Summary Statement:**

Staff and Council has previously discussed the desire to assist businesses in complying with life/safety codes, particularly fire suppression requirements by providing taps to City mains for fire lines. The attached Resolution provides Policy directive to Staff to provide taps, and if the Fire Marshal so requests, materials for the installation of additional hydrants above the number normally required.

**Recommendation:**

To consider a motion to adopt the Policy Resolution of the City Council of the City of Lampasas, Texas, approving the creation of a City of Lampasas Fire Suppression Assistance Program; and authorizing the funding and administration of the Fire Suppression Assistance Program by the City of Lampasas Public Works Department.

POLICY RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAMPASAS, TEXAS, APPROVING THE CREATION OF A CITY OF LAMPASAS FIRE SUPPRESSION ASSISTANCE PROGRAM; PROVIDING ASSISTANCE TO BUSINESS AND COMMERCIAL PROPERTY OWNERS TO COMPLY WITH LIFE AND SAFETY CODES; AND AUTHORIZING THE FUNDING AND ADMINISTRATION OF THE FIRE SUPPRESSION ASSISTANCE PROGRAM BY THE CITY OF LAMPASAS PUBLIC WORKS DEPARTMENT**

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**WHEREAS**, local government has a primary responsibility for the protection and safety of the public; and

**WHEREAS**, the adoption and adherence to life/safety codes in building construction and use has resulted in the protection and preservation of life and property; and

**WHEREAS**, the cost of compliance for fire suppression can create a burden for commercial property owners wishing to start, open or expand a business; and

**WHEREAS**, the City Council of the City of Lampasas desires to support business owners by assisting them in mitigating the cost of compliance for installation of fire suppression systems in new and existing structures; and

**WHEREAS**, it is necessary and in the best interest of the City of Lampasas to promote investment in existing buildings and assist with new commercial development to stimulate economic development and growth in the community.

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

1. That a Fire Suppression Assistance Program is hereby approved to be offered to business owners that occupy, operate or lease existing and new commercial structures, which program is intended to assist in mitigating expenses related to Life/Safety Code Compliance; specifically, water taps for Fire Suppression systems, and additional hydrants as requested by the Fire Marshall.
2. That the City directs and designates the Public Works Director/Assistant City Manager to act in all matters in connection with this new Fire Suppression Assistance Program.
3. That funds allocated through the Public Works Department's annual budget will be used in administering the Fire Suppression Assistance Program in accordance with State and Local Laws.
4. That is shall be the Policy of the City of Lampasas to provide, at City cost, taps on City water mains as part of a required fire suppression system; as well as the cost of materials for additional hydrants as requested by the Fire Marshall.

Passed and approved this \_\_ day of \_\_\_\_\_, 2020

\_\_\_\_\_  
Misti Talbert, Mayor

Attest:

\_\_\_\_\_  
Christina Marez, City Secretary

  
City Manager

ITEM NO. 7.7

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

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**Subject:**

AN ORDINANCE OF THE CITY COUNCIL OF LAMPASAS, TEXAS AMENDING CHAPTER 38 "FIRE PREVENTION AND PROTECTION," ARTICLE IV, "FIRE CODE"; ADDING NEW SECTION 38-108 TO BE ENTITLED 'UNDERGROUND FIRE LINE REQUIREMENTS' FOR FIRE SUPPRESSION SYSTEMS; REPEALING ANY INCONSISTENT PROVISIONS; PROVIDING A SEVERABILITY CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

Requested By: Ronnie Withers, Fire Marshal

Submitted By: Becky Sims, Assistant City Secretary

Date Submitted: November 19, 2020

For the Agenda of: November 23, 2020

**Procurement and Funding Statement:**

Attachments: Underground Fire Line Requirements and Ordinance

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**Summary Statement:**

The ordinance defines the Underground Fire Line Requirements for a prospective business and will define the City's license requirements and inspection process.

**Recommendation:**

To consider a motion to approve the first reading of an Ordinance amending Chapter 38 "Fire Prevention and Protection" Article IV, "Fire Code" adding new section 38-108 to be entitled "Underground Fire Line Requirements" for fire suppression systems.

AN ORDINANCE OF THE CITY COUNCIL OF LAMPASAS, TEXAS AMENDING CHAPTER 38 "FIRE PREVENTION AND PROTECTION," ARTICLE IV, "FIRE CODE"; ADDING NEW SECTION 38-108 TO BE ENTITLED 'UNDERGROUND FIRE LINE REQUIREMENTS' FOR FIRE SUPPRESSION SYSTEMS; REPEALING ANY INCONSISTENT PROVISIONS; PROVIDING A SEVERABILITY CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

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WHEREAS, the City of Lampasas, Texas is a Home Rule municipality incorporated and operating under the Laws of the State of Texas; and

WHEREAS, the City has previously adopted and incorporated the Fire Code 903.3.1.3 NFPA, as a portion of the City's standard building code; and

WHEREAS, as authorized by the State of Texas and its Home Rule Charter, the City has determined that it is in the best interests of the health, safety and welfare of its citizens to now act to amend Chapter 38 "Fire Prevention and Protection," Article IV "Fire Code" by adding new Section 38-108, entitled 'Underground Fire Line Requirements,' which provides specifications for underground fire lines, including regulations related to licensing requirements and inspection processes related to Fire Suppression assembly for Commercial Buildings.

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

**Part 1:** That Chapter 38 "Fire Prevention and Protection", Article IV, entitled "Fire Code" of the Code of Ordinances of the City of Lampasas, Texas is hereby amended, to include new provisions as stated herein, below:

Article IV "Fire Code" Section 38-108, Underground Fire Line Requirements as follows:

**Chapter 38 - Fire Prevention and Protection**  
**Article IV - Fire Code**

**Sec. 38-106. --No Change)**  
**Sec. 38-107. --No Change)**

**Sec. 38-108. -Underground Fire Line Requirements (NEW)**

**(a) General Requirements**

- (1) All underground lines shall begin at the point of connection to the underground circulating public/private water main. A valve shall be provided at the point of connection such that the fire sprinkler underground service line can be isolated from the public/private water distribution system.
- (2) All ductile iron, retaining rods, and other non-corrosive resistant components shall be externally coated for corrosion and poly wrapped.
- (3) All underground piping shall be UL approved for fire protection listing.
- (4) A vaulted backflow preventer must be installed at the tap and tested by a certified person. Fire lines less than 100 feet do not have a vaulted backflow device.
- (5) Systems must be designed with a 10-psi safety factor margin with a 20-psi residual on all City mains.

## **(b) Submittal Requirements**

- (1) A minimum of three (3) sets of plans and minimum of one (1) set of specifications/cut sheets shall be submitted. Plans shall contain sufficient detail to enable the plan reviewer to accomplish a complete review.
- (2) A copy of State of Texas Fire Sprinkler RME-Underground license is required for the installing contractor, unless the contractor has an RME-General license.
- (3) If System is designed by a RME-G: A copy of State of Texas Fire Sprinklers General-RME license is required for the designing contractor.
- (4) If system is designed by a PE: A State of Texas Engineers stamp is required on all pages.
- (5) A copy of State of Texas Fire Sprinkler SCR license is required for the installing company.
- (6) Plans shall be clear and legible and all sheets shall be a minimum 1/8" scale with the North direction on all pages.
- (7) The following items shall be provided on the plans:
  - (a) Both "Wet" RME-U and RME-G or PE signatures.
  - (b) Project name and address.
  - (c) The size and type of building shall be clearly indicated.
  - (d) Flow test data.
  - (e) Size and type of all piping.
  - (f) Standard Details. IFC 2012, etc.)
  - (g) Location and size of all thrust blocks.
  - (h) Depth of bury.
  - (i) Pit/valve arrangement o. Type of fittings/joints,
  - (j) Location and type of Fire Department Connection (FDC), if installed.
  - (k) Location and type of backflow prevention.

## **(c) Additional Information**

- (1) Plans approved by the City of Lampasas Fire Marshal gives authorization for construction and/or operation. Final approvals are subject to field verification. Any approval issued by the Fire Marshal does not release the contractor or property owner from the responsibility of full compliance with all applicable codes and ordinances relating to the construction project.
- (2) Installation, fabrication, or otherwise construction of the system is prohibited without approved plans and permit.
- (3) Any deviation from the approved plans requires a submittal to the Fire Marshal for approval.
- (4) All fire department inspection forms and permits shall be posted or kept in a permit packet on the job site until final inspection.
- (5) Submittals that do not conform to the minimum requirements will not be approved.

## **(d) Inspection Requirements**

- (1) **Visual:** All underground piping and joints must be uncovered and exposed, with labeling of the pipe legible from grade. All thrust blocks will be visually inspected and must be uncovered and exposed to grade. Depth of bury of the pipe shall be measured and verified. All ductile iron, retaining rods, and other non-plastic components shall be externally coated for corrosion and poly wrapped.
- (2) **Hydrostatic Test:** Underground piping will have to have passed the visual inspection. The test will be at 200 psi or at 50-psi pressure in excess of the maximum static pressure when the maximum static pressure exceeds 150 psi, for a minimum of two hours. Testing to be from the gate valve to the top of the spigot, no pressure drop or gain allowed.
- (3) **Flush:** Upon completion of the underground hydrostatic test, the underground piping will be

flushed, witnessed by the Fire Marshal or designated person. Proper methods and equipment to perform the flush must be used. All piping used to flush must be properly secured or retrained. Hoses may not be used. Fire Marshal must approve of flushing method and equipment. The flushing must be completed prior to stacking the riser to the overhead piping.

(4) **Fire Sprinkler Underground Final**: Final Fire Department sign-off of completion of all inspections and receipt of state required documents.

**Part 2:** All City of Lampasas ordinances and resolutions, or parts thereof, in conflict with this Ordinance are hereby repealed and are no longer of any force and effect.

**Part 3:** If any provision of this Ordinance or application thereof to any person or circumstances shall be held invalid, such invalidity shall not affect the other provisions, or application thereof, of this Ordinance which can be given effect without the invalid provision or application, and to this end, the provisions of this Ordinance are hereby declared to be severable.

**Part 4:** This Ordinance shall take effect upon the date of final passage noted below, or when all applicable publication requirements, if any, are satisfied in accordance with the City's Charter, Code of Ordinances, and the laws of the State of Texas.

**PASSED AND APPROVED ON THE FIRST READING on the 23<sup>rd</sup> Day of November 2020**

**PASSED AND ADOPTED ON THE SECOND READING on the 14<sup>th</sup> Day of December 2020**

**APPROVED:**

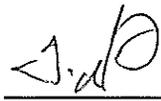
**ATTEST:**

\_\_\_\_\_  
Misti Talbert, Mayor

\_\_\_\_\_  
Becky Sims, Assistant City Secretary

**APPROVED AS TO FORM:**

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

  
City Manager

ITEM NO. 7.8

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

**Subject:**

Discussion and possible action regarding award of bid to Maynard Construction for the demolition of the substandard structure located at 408 East Fifth Street, Lampasas, Texas in the amount of \$9,975.00.

Requested By: Becky Sims, Assistant City Secretary

Submitted By: Becky Sims, Assistant City Secretary

Date Submitted: November 19, 2020

For the Agenda of: November 23, 2020

**Procurement and Funding Statement:**

Funding is available in 10-510-5399 \$25,000.00

Attachments: Bid Document

**Summary Statement:**

In November 2019 there was a house fire at this location that substantially damaged the home. Since that time Officer Barrio, Fire Marshal Withers and Frank Ellett, Building Official have worked with the homeowner to discuss options and condition of structure. As shown in the exhibits the structure sustained severe fire damage and the structural integrity is compromised. The roof has partially collapsed and since that time the structure has deteriorated. The Lane's attempted to have the structure demolished; however due to financial limitations were unable to do so. The Lane's have voluntarily complied with the demolition of the home. This structure is a life safety issue. This case was brought before the Construction Board of Adjustments on September 17, 2020 and they deemed the structure substandard as defined by Chapter 18 Buildings and Building Regulations Article III Unsafe, Dilapidated Substandard Buildings. Additionally, the Board approved the request to seek bids for demolition. Staff sent request for bids to three local contractors: WT Thornton, Joe's Trucking and Construction and Maynard Construction Services. The only returned bid was from Maynard Construction Services in the amount of \$9,975.00. Staff is in favor of awarding the bid to Maynard Construction Services. They are a reputable company and have done work for and in the City of Lampasas previously. As is the City's practice, a lien will be placed on the property for the cost of demolition.

**Recommendation:**

To consider a motion to accept the proposed bid from Maynard Construction Services to demolish the substandard structure located at 408 East 5<sup>th</sup> Street in an amount not to exceed \$9,975.00



To: City of Lampasas, Texas  
 Attn: [Becky Sims, TRMC](mailto:Becky.Sims@TRMC.com)  
 512-556-6831  
 312 E Third Street  
 Lampasas, Texas 76550

Date: 11/4/2020

<b>City of Lampasas Project (2020-DEMO-1) - 408 East Fifth Street Lampasas, TX</b>		
<b>BASE BID - DEMOLITION SCOPE OF WORK PER (Project Specifications and Onsite Visit):</b>		
Demo and removal of the house and foundation, covered front porch, and front walkway; city sidewalk to remain in place. Demo and removal of the shed and all other misc. debris on the property.		
<p><b>NOTE:</b> We did not include any tree removal in our pricing but it can be done at additional cost.</p> <p><b>NOTE:</b> The price includes machinery, haul off, &amp; labor. Pricing based on normal working days &amp; hours.</p> <p><b>NOTE:</b> Footings, Piers and Beams will be taken 24" below grade.</p> <p><b>NOTE:</b> Not responsible for cracks in concrete &amp; pavement to remain due to heavy equipment &amp; trucks. We will take caution around all flatwork to remain to help prevent any damage.</p> <p><b>NOTE:</b> Adequate water will need to be provided for dust control.</p>		
<b>EXCLUSIONS ARE AS FOLLOWS:</b>		
<ul style="list-style-type: none"> <li>· Anything not specifically noted in Maynard Construction Services scope of work</li> <li>· Permits &amp; Associated Fee's of any kind</li> <li>· Shut off, Cutting &amp; Capping &amp; Relocation of all Utilities including overhead &amp; underground &amp; Refrigerant Reclaim</li> <li>· Erosion Control &amp; Tree Protection</li> <li>· Construction Fencing, Barricades &amp; Signs</li> <li>· Traffic Control &amp; Lane Closures</li> </ul>		
<b>Terms:</b>	Due in full upon completion	<b>Base Bid Quote:</b> \$ 9,975.00

We accept credit cards - 3% handling fee

**Direct all inquiries to:**  
 Kenneth Maynard  
 (512) 924-5279  
[ken@maynardcs.com](mailto:ken@maynardcs.com)

**Accepted by:**

Printed Name: \_\_\_\_\_  
 Signature: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 \_\_\_\_\_  
 Date: \_\_\_\_\_

Please Initial to accept Alternates - #1 - \_\_\_\_\_ #2 - \_\_\_\_\_ #3 - \_\_\_\_\_ #4 - \_\_\_\_\_

Maynard Construction Services  
 P.O. Box 127  
 Briggs, Texas 78608  
 512-887-DEMO  
[www.maynardcs.com](http://www.maynardcs.com)

# Project Specifications Demolitions of Substandard Structures

## 2020-DEMO-1

### Scope of Services:

The City of Lampasas is seeking a qualified contractor to completely demolish all structures, remove debris and all demolished structural materials located at 408 East Fifth Street, Lampasas, Texas 76550; a single-family residential home ("Project"). The following information should be used to develop your proposal. If you have any questions, please contact Becky Sims, Zoning Administrator/Assistant City Secretary at 512-556-6831.

### Description of Work:

- The City of Lampasas will not be participating in this Project
- Line locates must be requested by contractor to ensure all utility lines are identified, property and timely marked and/or are appropriately removed from the Property after demolition work is completed.
- Rolloff Dumpsters are to be provided by contractor and at contractor's cost
  - City of Lampasas utilizes Waste Connections (800) 350-3024
- All concrete and masonry on the Property related to the structure, must be demolished and removed, in sections and quantities acceptable to the waste haulers.
- All structural foundations, walls and footings are to be demolished and completely removed from location.
- Clean fill that needs to be removed from the Property, if any, may be disposed of by contractor at an off-site location determined and approved in advance by the City.
- Any salvageable items of value left in the buildings at the time of demolition shall be property of the contractor and must be removed by the contractor by the completion of the Project. No items, equipment or debris may be left on-site for later removal by the contractor after the completion of the Project.
- Storage or sale of salvageable items on-site will not be permitted.

### Condition of Structures:

The City assumes no responsibility for the actual condition of any structures to be demolished and debris to be removed. Conditions that exist at the time of contractor's inspection for purposes of preparing your proposal will be maintained by owner, as practicable. The City will notify the contractor chosen for the Project only if material changes in the nature of the Project occur

intentional or negligent acts or omissions of Contractor or Contractor's workers which may arise out of or result from the Project and/or from Contractor's entry upon, occupancy and/or work performed on the Property while doing the Project.

Acknowledged, Approved and Agreed on this 4<sup>th</sup> day of Nov., 2020

Maynard Construction Services  
Name of Contractor

Kenneth Maynard  
Owner/President

Maynard Construction Services  
Company Name

PO Box 127 Briggs TX 78608  
Company Address

Ken@maynards.com  
Email

office (512) 887-3366 / cell (512) 924-5279  
Phone

  
City Manager

ITEM NO. 7.9

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

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**Subject:**

Discussion and possible action regarding the re-appointment of three (3) library board members whose terms have expired and two (2) new appointments to fill vacancies.

Requested By: Shanda Subia, Library Director

Submitted By: Shanda Subia, Library Director

Date Submitted: November 17, 2020

For the Agenda of: November 23, 2020

**Procurement and Funding Statement:**

N/A

Attachments: Library Board applications

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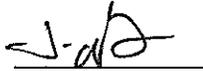
**Summary Statement:**

Judy Lansford, Susan Browder, and Sheryl Hausmann have all agreed to remain on the Board. The Board voted to approve those re-appointments as well as the appointment of Sally Bozeman and Lucy Walker to fill the vacant positions.

**Recommendation:**

The Library Board and staff recommend approval of the three (3) re-appointments as well as the appointment of Sally Bozeman and Lucy Walker as new members.

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City Manager

ITEM NO. 7.10

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

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**Subject:**

Discussion and possible action due to a request for the closure of Briggs Street from East Fourth Street to Mills Street on December 14, 2020 from 10:00 a.m. to 2:00 p.m. for the Community To-Go Luncheon and Toy Drive, to help mitigate traffic congestion.

Requested By: Sammy Bailey, Police Chief and Jeff Smith, Fire Chief

Submitted by: Sammy Bailey, Police Chief

Date Submitted: November 11, 2020

For the agenda of: November 23, 2020

**Procurement and Funding Statement:**

N/A

**Attachments:**

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**Summary Statement:**

The Lampasas Police and Fire Departments request permission to close Briggs Street from 10 a.m. to 2:00 p.m. on December 14, 2020 from East Fourth Street to Mills Street. This roadway is west of the Fire Department building and will be used to flow southbound traffic thru the Lampasas Fire Department bays to drop off toys and pick up meals in an effort to help manage traffic flow and reduce traffic congestion during the event.

**Recommendation:**

A motion for approval for Briggs Street to be closed on December 14, 2020 from East Fourth Street to Mills Street from 10:00 a.m. to 2:00 p.m.

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City Manager

ITEM NO. 7.11

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

**Subject:**

Discussion and possible action regarding approval of proposed bid amounts to demolish substandard structures located at 905 East Avenue G in an amount not to exceed \$9,885.00 and 909 East Avenue G in an amount not to exceed \$12,975.00.

Requested By: Becky Sims, Assistant City Secretary

Submitted By: Becky Sims, Assistant City Secretary

Date Submitted: November 19, 2020

For the Agenda of: November 23, 2020

**Procurement and Funding Statement:**

Funding is available in 10-510-5399 \$25,000.00

Attachments: Bid Document

**Summary Statement:**

Officer Barrio sent notification to the property owner in August 2020 advising that the structure located at 909 East Avenue G needed to be secure to prevent access and undetected occupancy. During that same time Frank Ellett, Building Official did a site visit to inspect the exterior of the structure. During the initial review the structure was found to have more than 50% damage and the structural integrity does not meet the minimum construction standards. As shown in the exhibits the structure integrity is compromised. The homeowner purchased the home, as well as, 905 East Avenue G to renovate but after consulting with the building official realized it would not be beneficial to do so since both homes would have to be brought up to code. Mr. Frydrych reached out to two contractors for demolition proposals and found that the cost would range between \$22,000 and \$28,000. Mr. Frydrych voluntarily complied with the City moving forward to facilitate the demolition of both homes with the understanding the City will place a lien on the properties. This case was brought before the Construction Board of Adjustments on November 19, 2020 and they deemed both structures as substandard as defined by Chapter 18 Buildings and Building Regulations Article III Unsafe, Dilapidated Substandard Buildings. They approved the request to seek bids for demolition. Staff is asking that Council approve the request for bid in an amount not to exceed \$9,885.00 and \$12,975.00 respectively as we would like to solicit a minimum of three bids with the understanding that the bids would not exceed this amount and move forward with scheduling the demolition.

**Recommendation:**

To consider a motion regarding approval of proposed bid amounts to demolish substandard structures located at 905 East Avenue G in an amount not to exceed \$9,885.00 and 909 East Avenue G in an amount not to exceed \$12,975.00.

Jerry Frydrych  
10421 N. IH 35  
Suite 100  
Austin, Tx 78758

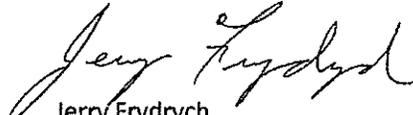
November 18, 2020

Becky Sims  
Permitting Technician  
City of Lampasas  
312 E. Third Street  
Lampasas, Tx 76550

Dear Mrs. Sims

I purchased the properties at 905 and 909 E. Ave G with the idea of renovating them. After speaking with the City about what would need to be done to bring the structures up to code. I determined that it would not be feasible to do so. I received quotes for having them demolished but they are more than I can afford. I would like for the City to take control of the project and have the structures removed. I am inclosing the quotes. Please let me know if there is anything I can do.

Thank you

  
Jerry Frydrych



To: Jerry Fredrick  
[512-576-2430](tel:512-576-2430)  
[eealltx@gmail.com](mailto:eealltx@gmail.com)

Date: 9/11/2020

905 E Ave. G. Lampasas, TX

**BASE BID - DEMOLITION SCOPE OF WORK - \$12,975.00:**

Demo and removal of the pier and beam house, concrete porch at the back of the house, front concrete porch, front sidewalk pavers, pier and beam shed, slab work, flat work, rock patio, asphalt to fence, old slab, old clay tile wall, tires, loose debris and rocks.

**NOTE:** The price includes machinery, haul off, & labor. Pricing based on normal working days & hours.

**NOTE:** Footings, Piers and Beams will be taken 24" below grade.

**NOTE:** Not responsible for cracks in concrete & pavement to remain due to heavy equipment & trucks. We will take caution around all flatwork to remain to help prevent any damage.

**NOTE:** Adequate water will need to be provided for dust control.

**EXCLUSIONS ARE AS FOLLOWS:**

- Anything not specifically noted in Maynard Construction Services scope of work
- Permits & Associated Fee's of any kind
- Shut off, Cutting & Capping & Relocation of all Utilities including overhead & underground & Refrigerant Reclaim
- Erosion Control & Tree Protection
- 

Terms: Due in full upon completion	Base Bid Quote: \$	12,975.00
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We accept credit cards - 3% handling fee

**Direct all inquiries to:**

Kenneth Maynard  
(512) 924-5279  
[ken@maynardcs.com](mailto:ken@maynardcs.com)

**Accepted by:**

Printed Name: \_\_\_\_\_  
 Signature: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 \_\_\_\_\_  
 Date: \_\_\_\_\_

Please Initial to accept Alternates - #1 - #2 - #3 - #4 -

Maynard Construction Services  
 P.O. Box 127  
 Briggs, Texas 78608  
 512-887-DEMO  
[www.maynardcs.com](http://www.maynardcs.com)

*WE ARE FULLY INSURED AND BONDABLE AND LOOK FORWARD TO DOING BUSINESS WITH YOU!*



To: Jerry Fredrick  
 512-576-2430  
[eetalltx@gmail.com](mailto:eetalltx@gmail.com)

Date: 9/11/2020

909 E Ave. G. Lampasas, TX		
<b>BASE BID - DEMOLITION SCOPE OF WORK - \$9,885.00:</b>		
Demo and removal of the pier and beam house, shed, black cushions, tires, flatwork, broken flatwork, front sidewalk and steps, and old shingles and loose debris.		
<p><b>NOTE:</b> The price includes machinery, haul off, &amp; labor. Pricing based on normal working days &amp; hours.</p> <p><b>NOTE:</b> Footings, Piers and Beams will be taken 24" below grade.</p> <p><b>NOTE:</b> Not responsible for cracks in concrete &amp; pavement to remain due to heavy equipment &amp; trucks. We will take caution around all flatwork to remain to help prevent any damage.</p> <p><b>NOTE:</b> Adequate water will need to be provided for dust control.</p>		
<b>EXCLUSIONS ARE AS FOLLOWS:</b>		
<ul style="list-style-type: none"> <li>· Anything not specifically noted in Maynard Construction Services scope of work</li> <li>· Permits &amp; Associated Fee's of any kind</li> <li>· Shut off, Cutting &amp; Capping &amp; Relocation of all Utilities including overhead &amp; underground &amp; Refrigerant Reclaim</li> <li>· Erosion Control &amp; Tree Protection</li> <li>·</li> </ul>		
Terms:	Due in full upon completion	Base Bid Quote: \$ 9,885.00

We accept credit cards - 3% handling fee

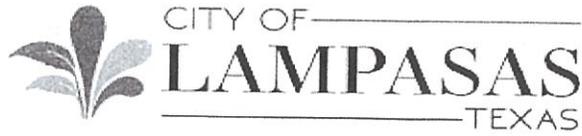
**Direct all inquiries to:**  
 Kenneth Maynard  
 (512) 924-5279  
[ken@maynardcs.com](mailto:ken@maynardcs.com)

**Accepted by:**  
 Printed Name: \_\_\_\_\_  
 Signature: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 \_\_\_\_\_  
 Date: \_\_\_\_\_

Please Initial to accept Alternates - #1 - #2 - #3 - #4 - \_\_\_\_\_

Maynard Construction Services  
 P.O. Box 127  
 Briggs, Texas 78608  
 512-887-DEMO  
[www.maynardcs.com](http://www.maynardcs.com)

*WE ARE FULLY INSURED AND BONDABLE AND LOOK FORWARD TO DOING BUSINESS WITH YOU!*



## FIELD INSPECTION REPORT

Violation Address:	Zone:	Lot:	Block:	Subdivision:	Parcel No:
905 E Ave G	SF-6	3	22	Ramsdell	2344
Owner: Jerry Frydrych			Lien Holder/Other:		
Address: 10421 N IH 35 STE 100			Address:		
City, State, Zip AUSTIN, TX 78753			City, State, Zip		

The on-site inspection of the above listed property shows the building or structure to be in violation of the City of Lampasas Code of Ordinances Chapter 18 Buildings and Building Regulations Article III Unsafe, Dilapidated, Substandard Buildings, Division 2. Unsafe Buildings or Unsafe Structures, Subdivision I. Generally, Section 18-267.

- Unoccupied     Unsecured from Unauthorized entry    \_\_\_ Building secure    \_\_\_ needs repairs
- Dilapidated, substandard or unfit for human habitation and a hazard to Public health, safety and welfare. Shows 33 percent or more damage or deterioration to the supporting member or members.
- 50 percent damage or deterioration to the non-supporting enclosing or outside wall or covering.
- Damaged by fire, earthquake, wind, or other causes and has become dangerous to life, safety or the general health and welfare of the occupants or public.
- The structural integrity is less than the minimum requirements construction standards of the City of Lampasas.
- Inadequate light, air and sanitation facilities to protect health, safety or welfare of human beings who occupy it.
- \_\_\_ Inadequate means to evacuate in a timely and expedient manner to avoid injury or peril from the building.
- \_\_\_ Not enough space for sleeping or occupation for those residing therein.
- \_\_\_ Has been constructed or maintained in violation of a specific requirement of any of the codes adopted in chapter 18 of this Code of or contrary to any local, state or federal law.

See Exhibits: \_\_\_\_\_

Signature:   
Building Official

Date: 9.10.20

905 E Ave G











## FIELD INSPECTION REPORT

Violation Address:	Zone:	Lot:	Block:	Subdivision:	Parcel No:
909 E Ave G	SF-6	5	22	Ramsdell	2346
Owner: Serry Frydrych			Lien Holder/Other:		
Address: 10421 N IH 35 STE 100			Address:		
City, State, Zip Austin, TX 78753			City, State, Zip		

The on-site inspection of the above listed property shows the building or structure to be in violation of the City of Lampasas Code of Ordinances Chapter 18 Buildings and Building Regulations Article III Unsafe, Dilapidated, Substandard Buildings, Division 2. Unsafe Buildings or Unsafe Structures, Subdivision I. Generally, Section 18-267.

- Unoccupied     Unsecured from Unauthorized entry    \_\_\_ Building secure    \_\_\_ needs repairs
- Dilapidated, substandard or unfit for human habitation and a hazard to Public health, safety and welfare. Shows 33 percent or more damage or deterioration to the supporting member or members.
- 50 percent damage or deterioration to the non-supporting enclosing or outside wall or covering.
- \_\_\_ Damaged by fire, earthquake, wind, or other causes and has become dangerous to life, safety or the general health and welfare of the occupants or public.
- The structural integrity is less than the minimum requirements construction standards of the City of Lampasas.
- Inadequate light, air and sanitation facilities to protect health, safety or welfare of human beings who occupy it.
- \_\_\_ Inadequate means to evacuate in a timely and expedient manner to avoid injury or peril from the building.
- \_\_\_ Not enough space for sleeping or occupation for those residing therein.
- \_\_\_ Has been constructed or maintained in violation of a specific requirement of any of the codes adopted in chapter 18 of this Code of or contrary to any local, state or federal law.

See Exhibits: \_\_\_\_\_

Signature:   
Building Official

Date: 9.10.20

909 E AVE G



















November 2, 2020

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

To the Honorable Mayor and  
Members of the City Council

Re: Atmos Energy Franchise Payment

In accordance with the provisions of the franchise agreement between Atmos Energy and the City Of Lampasas, TX, enclosed is a franchise payment for the rights and privileges from October 01, 2020 through December 31, 2020 in the amount of \$7,484.70.

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

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

Enclosure

---

Randy Hartford  
Atmos Energy

**Atmos Energy**  
**Franchise Payment Report**

**City Of Lampasas, TX**

**Revenue Period: July 01, 2020 through September 30, 2020**

**Date Due: 11/15/2020**

**Date Paid: 10/27/2020 12:38:44 PM**

Category	Gross Revenue	Rate	Payment
Residential Sales	125,632.28	3.0000	3,768.97
Misc. Service Charges - Residential	486.51	3.0000	14.60
Commercial Sales	60,666.56	3.0000	1,820.00
Commercial Governmental Sales	3,857.73	3.0000	115.73
Industrial Sales	3,000.90	3.0000	90.03
Transportation Sales	20,005.93	3.0000	600.17
3rd Party Value of Gas			1,075.20
	\$ 213,649.91		\$ 7,484.70

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

November 2, 2020



Brian Conner

Dir State & Local Tax