

**NOTICE OF REGULAR MEETING OF THE GOVERNING BODY  
OF THE CITY OF LAMPASAS, TEXAS  
CITY COUNCIL CHAMBERS  
405 SOUTH MAIN STREET  
Monday, July 22, 2019  
5:30 p.m. Workshop Session  
7:00 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, July 22, 2019 in the City Council Chambers located at 405 South Main Street, Lampasas, Texas. The City Council of Lampasas, Texas reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed, as authorized by the Texas Government Code sections 551.071 (consultation with attorney), 551.072 (deliberations about real property), 551.073 (deliberations about gifts and donations), 551.074 (personnel matters), 551.076 (deliberations about security devices), 551.087 (economic development), and Section 551.086 (Relating to the authority of public power utility governing bodies to deliberate regarding competitive matters).

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

1. Call to order Workshop Session
2. Lampasas County Appraisal District (LCAD) Budget Overview FY 2019/2020 *(pgs. 5-20)*
3. Lampasas County Chamber of Commerce Projected Year for FY 2019/2020 Budget *(pgs. 21-26)*
4. Budget Updates FY 2019/2020 *(pgs. 27-28)*
5. Discussion regarding any item on the regular agenda
6. Adjourn Workshop Session

**REGULAR SESSION  
7:00 P.M.**

**ANNOUNCEMENTS**

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

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

	<b>MINUTES</b>	<b>PAGES</b>
2.0		
2.1	Discussion and possible action concerning approval of minutes of the Regular Meeting on July 8, 2019	29-34
2.2	Discussion and possible action concerning approval of minutes of the Special Meeting on July 15, 2019	35-40

3.0	CONSENT AGENDA	PAGES
3.1	Discussion and possible action regarding the Monthly Investment Report for June 2019	41-52

4.0	BOARDS/DEPARTMENT REPORTS	PAGES
4.1	<ol style="list-style-type: none"> <li>1. Parks and Recreation Monthly Report</li> <li>2. Information Systems Monthly Report</li> <li>3. Library Monthly Report</li> <li>4. Golf Course Monthly Report</li> <li>5. Municipal Court Monthly Report</li> <li>6. City Secretary Monthly Report</li> <li>7. Police Department Monthly Report</li> <li>8. Utility Billing and Collections Monthly Report</li> <li>9. Public Works Monthly Report for Electric, Streets, Water/Wastewater</li> <li>10. Building Official Monthly Report</li> <li>11. Economic Development Monthly Report</li> <li>12. Fire Department Monthly Report</li> </ol>	53-88

5.0	ROUTINE MATTERS	PAGES
5.1	<p>City Manager's Operational Report</p> <ul style="list-style-type: none"> <li>• PID</li> <li>• Comp Plan</li> <li>• Certified Roll</li> <li>• Senator Buckingham</li> <li>• Police News</li> <li>• Pole Audit</li> </ul>	89-108
5.2	MAYOR'S COMMENTS	N/A

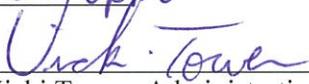
6.0	UNFINISHED BUSINESS	N/A
-----	---------------------	-----

7.0	NEW BUSINESS	PAGES
7.1	Discussion and possible action related to Public Art at City Hall	109-110
7.2	Discussion and possible action regarding Lampasas County Appraisal District FY 2019/2020 Budget	111-112
7.3	Discussion and request for approval to accept an estimate provided to repair and paint the exterior of the Lampasas Police Department, as proposed in a Lower Colorado River Authority (LCRA) Community Development Partnership Grant Funding that the department previously received	113-118
7.4	Discussion and request for approval to close Pecan Street between East Third Street and East Second Street on Sunday, July 28, 2019	119-120
7.5	Discussion and possible action regarding approval of the Investment and Strategy Policy Resolution	121-130
7.6	Discussion and possible action concerning the replacement of water and wastewater lines in the alley behind the 400 block of Key Avenue between W. Avenue C and W. Avenue D	131-136
7.7	Discussion and possible action regarding Lampasas County Chamber of Commerce Budget for FY 2019/2020	137-138
7.8	Discussion and possible action to suspend the Effective Date proposed by ATMOS Energy Corporation- MIDTEX Division, to increase rates under the gas reliability infrastructure	139-142

	program for 45 days, and authorize the City's continued participation in a coalition of cities known as the "ATMOS Texas Municipalities"	
7.9	A resolution by the City of Lampasas responding to the application of ATMOS Energy Corporation- MIDTEX Division, to increase rates under the gas reliability infrastructure program; suspending the effective date of this rate application to forty-five days; authorizing the City to continue to participate in a coalition of cities known as the "ATMOS Texas Municipalities" determining that the meeting at which the resolution was adopted complied with the Texas Open Meetings Act; making such other findings and provisions related to the subject; and declaring an effective date	143-146
7.10	Discussion and updates for ongoing residential and commercial developments within the City	147-150
7.11	Discussion and possible action regarding request to waive sewer requirement for property located at 1615 W Avenue C	151-154

Adjourn

I, Vicki Tower, Administrative Assistant 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 19<sup>th</sup> day of July, 2019 at

3:20pm  
  
 Vicki Tower, Administrative Assistant

**THIS PAGE INTENTIONALLY LEFT BLANK**

*Δ. n. D.*

City Manager

ITEM NO. Workshop 2

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

**Subject:**

Discussion regarding Lampasas County Appraisal District (LCAD) Budget Overview FY 2019/2020

Requested By: Melissa Gonzales, Chief Appraiser

Submitted By: Finley deGraffenried, City Manager

Date Submitted: July 18, 2019

For the Agenda of: July 22, 2019

**Procurement and Funding Statement:**

Attachments: LCAD Budget

**Summary Statement:**

At the request of City Council, through LCAD's Budget Public Hearing, Melissa Gonzales will be in attendance to review the FY 2020 District Budget. As noted in the cover letter from LCAD, Council may approve, disapprove or approve by inaction the District budget, Staff has included the previously distributed 2020 Budget comparison that was not included in the District's approved budget packet. Additionally, LCAD's request for a budget amendment is included.

**Recommendation:**

Discussion and presentation only

# LAMPASAS CENTRAL APPRAISAL DISTRICT

## Board of Directors

Mike Kriegel, Chairman  
Tom Casbeer, Vice Chairman  
Paul Wilborn, Secretary  
Ross Oliver  
Marshal Brewer



P.O. Box 175  
Lampasas, TX 76550

TELEPHONE:  
512-556-8058  
512-556-8138

FAX: 512-556-4660

July 3, 2019

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

Dear Mayor Talbert,

Please find enclosed a copy of the Adopted 2020 Appraisal and Collections Budget. The Board of Directors adopted this budget after the public hearing was held on July 2, 2019.

According to Section 6.06(b) of the Texas Property Tax Code, the entities may take one of three options within thirty 30 days of adoption of the budget: approve the budget, disapprove the budget, or approval by inaction. If a majority of the taxing units entitled to vote on the appointment of board members adopt resolutions disapproving a budget and file them within thirty (30) days after its adoption, the budget does not take effect and the board shall adopt a new budget within thirty (30) days of the disapproval.

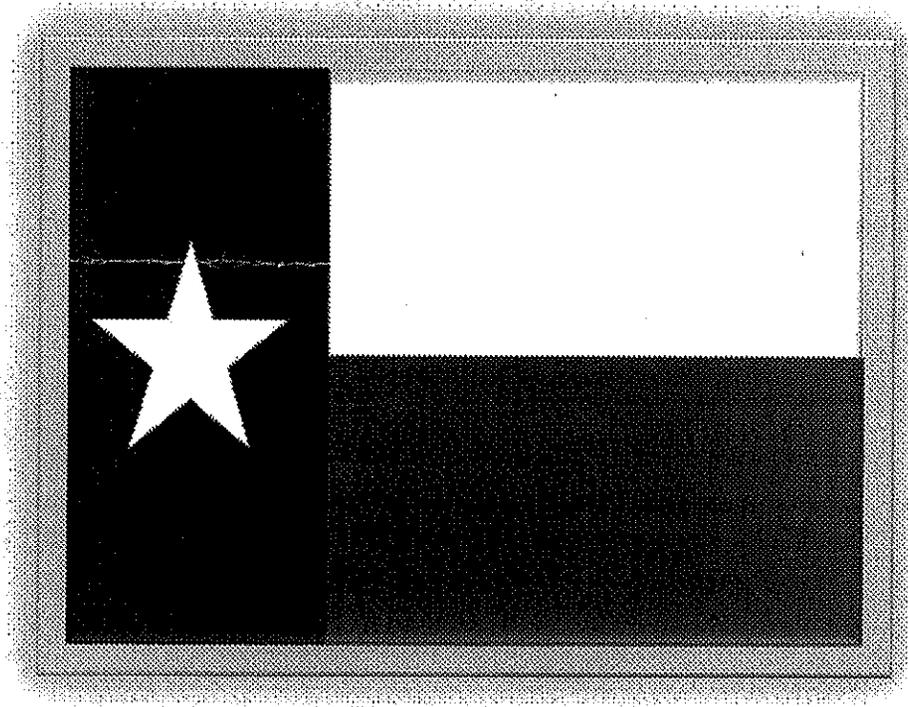
If you have any questions, please feel free to give me a call.

Respectfully,

A handwritten signature in blue ink that reads "Melissa Gonzales".

Melissa Gonzales, Chief Appraiser  
Lampasas Central Appraisal District

**LAMPASAS CENTRAL APPRAISAL DISTRICT**



Approved 2020 Budget Plan

July 2, 2019

APPROVED  
LAMPASAS CENTRAL APPRAISAL DISTRICT  
COLLECTIONS AND APPRAISAL BUDGET  
July 2, 2019

	APPROVED COLLECTION BUDGET	APPROVED APPRAISAL BUDGET	APPROVED BUDGET
6100 SALARIES	110,901	174,280	285,181
6101 BONDS & INSURANCE	2,500	2,500	5,000
6111 EMPLOYER'S FICA & MEDICARE	8,500	13,000	21,500
6120 EMPLOYER'S RETIREMENT	9,360	14,750	24,110
6130 EMPLOYER'S MEDICAL INSURANCE	21,520	32,280	53,800
6140 STATE EMPLOYMENT	774	1,026	1,800
6200 PROGRAMMING	0	0	0
6240 COPIER LEASE/PURCHASE	2,150	2,150	4,300
6290 ARB PAY & EXPENSE	0	5,000	5,000
6301 POSTAGE & POSTAGE EQUIPMENT	10,000	8,000	18,000
6304 COMPUTER HARDWARE & SOFTWARE	3,500	3,500	7,000
6401 VEHICLE & EXPENSE	1,000	3,500	4,500
6402 MEALS, MILEAGE & ROOM	2,500	3,500	6,000
6403 FEES & DUES	1,187	1,188	2,375
6404 MAPS & SUPPLIES	0	1,000	1,000
6405 TUITION, REGISTRATION	1,360	2,640	4,000
6406 JANITORIAL & SUPPLIES	1,710	1,710	3,420
6407 EQUIPMENT MAINT & SERVICE CONTRACT	22,900	22,900	45,800
6408 PUBLIC & LEGAL NOTICES	1,500	1,500	3,000
6409 COMPUTER SUPPLIES	3,500	1,000	4,500
6410 OFFICE SUPPLIES	4,000	4,000	8,000
6411 TELEPHONE	1,750	1,750	3,500
6412 UTILITIES	2,500	2,500	5,000
6415 LCAD & COLLECTIONS AUDIT	6,560	1,440	8,000
6416 LEGAL FEES	1,000	6,000	7,000
6417 PROFESSIONAL SERVICES	1,550	250	1,800
6419 BUILDINGS & GROUND MAINTENANCE	2,500	2,500	5,000
6420 PICTOMETRY SOFTWARE SERVICE	<u>0</u>	<u>29,530</u>	<u>29,530</u>
	224,722	343,394	568,116
LESS TAX CERTIFICATES & INTEREST REVENUE	-5,500	-5,500	-11,000
<b>TOTAL</b>	<b>219,222</b>	<b>337,894</b>	<b>557,116</b>

LAMPASAS CENTRAL APPRAISAL DISTRICT  
BENEFITS BREAKDOWN

Position	2020 Salary	Life Insurance	Retirement	Health Insurance	Total Benefits
Chief Appraiser	75,177	3	5,262	7,761	88,200
Senior Appraiser	46,593	3	3,261	7,761	57,618
Data Entry Clerk/ Ag Appraiser	27,258	3	1,908	7,761	36,927
Collection Clerk/ BPP Appraiser	29,156	3	2,040	7,761	38,957
Collection Clerk	39,698	3	2,778	7,761	50,240
Deed/Mapping Appraiser	39,312	3	2,751	7,761	49,827
Collection i & Exempt	27,987	3	1,960	7,761	37,711

**COLLECTIONS**  
**COST OF OPERATIONS**  
**FOR 2019**  
**JULY 2, 2018**

<b>TAXING UNIT</b>	<b>FIRST QUARTER</b>	<b>SECOND QUARTER</b>	<b>THIRD QUARTER</b>	<b>FOURTH QUARTER</b>
LAMPASAS ISD	30,819.34	30,819.34	30,819.34	30,819.32
LAMPASAS COUNTY	17,040.77	17,040.77	17,040.77	17,040.75
LAMPASAS CITY	2,989.90	2,989.90	2,989.89	2,989.88
LOMETA ISD	3,267.65	3,267.65	3,267.64	3,267.63
KEMPNER CITY	196.07	196.07	196.07	196.07
LOMETA CITY	147.05	147.05	147.04	147.04
<b>TOTAL</b>	<b>54,460.78</b>	<b>54,460.78</b>	<b>54,460.75</b>	<b>54,460.69</b>
<b>GRAND TOTAL</b>	<b>217,843.00</b>			

	<b>2015 LEVY</b>	<b>TOTAL LEVY</b>	<b>% LEVY</b>	<b>ALLOCATION OF BUDGET</b>
LAMPASAS ISD	16,551,380.76	29,246,563.22	56.59%	123,277.34
LAMPASAS COUNTY	9,151,143.16		31.29%	68,163.06
LAMPASAS CITY	1,606,700.16		5.49%	11,959.57
LOMETA ISD	1,753,579.85		6.00%	13,070.57
KEMPNER CITY	105,378.78		0.36%	784.28
LOMETA CITY	78,380.51		0.27%	588.18
<b>TOTAL</b>	<b>29,246,563.22</b>		<b>100%</b>	<b>217,843.00</b>

**APPRAISAL**  
**COST OF OPERATIONS**  
**FOR 2019**  
**JULY 2, 2018**

<b>TAXING UNIT</b>	<b>FIRST QUARTER</b>	<b>SECOND QUARTER</b>	<b>THIRD QUARTER</b>	<b>FOURTH QUARTER</b>
LAMPASAS ISD	43,477.98	43,477.98	43,477.98	43,477.97
LAMPASAS COUNTY	26,139.60	26,139.59	26,139.59	26,139.59
LAMPASAS CITY	4,592.64	4,592.64	4,592.63	4,592.63
LOMETA ISD	3,736.51	3,736.51	3,736.51	3,736.51
COPPERAS COVE CITY	1,136.16	1,136.16	1,136.16	1,136.15
KEMPNER CITY	304.05	304.04	304.04	304.04
LOMETA CITY	224.03	224.03	224.03	224.03
EVANT ISD	216.03	216.03	216.03	216.03
GOLDTHWAITE CISD	176.03	176.03	176.02	176.02
SAN SABA ISD	8.00	8.00	8.00	8.00
<b>TOTAL</b>	<b>80,011.03</b>	<b>80,011.01</b>	<b>80,010.99</b>	<b>80,010.97</b>
<b>GRAND TOTAL</b>	<b>320,044.00</b>			

	<b>2015 LEVY</b>	<b>TOTAL LEVY</b>	<b>% LEVY</b>	<b>ALLOCATION OF BUDGET</b>
LAMPASAS ISD	15,224,667.10	28,016,855.77	54.34%	173,911.91
LAMPASAS COUNTY	9,151,143.16		32.67%	104,558.37
LAMPASAS CITY	1,606,700.16		5.74%	18,370.54
LOMETA ISD	1,308,600.46		4.67%	14,946.04
COPPERAS COVE CITY	400,082.45		1.42%	4,544.63
KEMPNER CITY	105,378.78		0.38%	1,216.17
LOMETA CITY	78,380.51		0.28%	896.12
EVANT ISD	75,987.99		0.27%	864.12
GOLDTHWAITE CISD	63,945.72		0.22%	704.10
SAN SABA ISD	1,969.44		0.01%	32.00
<b>TOTAL</b>	<b>28,016,855.77</b>		<b>100%</b>	<b>320,044.00</b>

2020 BUDGET COMPARISON  
LAMPASAS CENTRAL APPRAISAL DISTRICT

	2017 BUDGET	ACTUAL	2018 BUDGET	ACTUAL	2019 BUDGET	PROJECTION	PROPOSED
6100 SALARIES	227,500	229,541	245,173	248,172	273,032	273,000	285,017
6101 BONDS & INSURANCE	5,500	4,719	5,000	4,831	5,000	4,800	5,000
6111 EMPLOYER'S FICA & MEDICARE	16,000	17,367	18,800	18,677	18,800	18,800	18,800
6120 EMPLOYER'S RETIREMENT	24,100	23,954	21,000	15,380	21,000	18,000	21,000
6130 EMPLOYER'S MEDICAL INSURANCE	39,000	37,624	53,800	50,560	53,800	51,000	53,800
6140 STATE UNEMPLOYMENT	2,000	58	1,800	1,133	1,800	65	1,800
6200 PROGRAMMING	0	0	0	0	0	0	0
6240 COPIER LEASE/PURCHASE	2,200	4,777	2,200	6,312	2,200	5,000	5,000
6290 ARB PAY & EXPENSE	4,500	4,434	4,500	3,415	5,000	3,500	5,000
6301 POSTAGE & POSTAGE EQUIPMENT	18,000	16,454	18,000	18,888	18,000	18,000	18,000
6303 RECORDS MANAGEMENT	400	0	400	0	400	0	400
6304 COMPUTER HARDWARE & SOFTWARE	8,000	5,234	7,000	3,316	7,000	4,000	7,000
6401 VEHICLE & EXPENSE	5,500	1,993	4,500	2,023	4,500	2,100	4,500
6402 MEALS, MILEAGE & ROOM	6,000	6,225	6,000	6,857	6,000	6,800	6,000
6403 FEES & DUES	2,375	2,089	2,375	2,368	2,375	2,360	2,375
6404 MAPS & SUPPLIES	1,500	0	1,000	0	1,000	0	1,000
6405 TUITION, REGISTRATION	3,500	3,195	3,500	3,416	4,000	3,800	4,000
6406 JANITORIAL & SUPPLIES	3,120	3,120	3,120	3,120	3,120	3,120	3,420
6407 EQUIP. MAINT & SERVICE CONTRACT	43,250	43,750	44,800	44,350	44,800	44,800	46,800
6408 PUBLIC & LEGAL NOTICES	3,500	2,530	3,000	2,961	3,000	2,900	3,000
6409 COMPUTER SUPPLIES	4,500	4,559	4,500	3,695	4,500	3,500	4,500
6410 OFFICE SUPPLIES	7,000	7,231	7,000	9,031	7,500	8,000	8,000
6411 TELEPHONE	3,500	2,830	2,800	3,524	2,800	2,900	2,800
6412 UTILITIES	6,000	4,539	6,000	4,584	6,000	4,500	6,000
6415 LCAD & COLLECTIONS AUDIT	7,480	7,700	7,630	7,700	7,900	7,900	8,100
6416 LEGAL FEES	5,000	22,495	5,000	11,196	7,000	5,000	8,000
6417 PROFESSIONAL SERVICES	2,100	3,500	1,800	1,500	1,800	1,800	1,800
6419 BUILDINGS & GROUND MAINTENANCE	5,000	1,731	38,000	13,096	5,000	26,000	5,000
6420 PICTOMETRY SOFTWARE SERVICE	31,560	23,613	31,560	31,484	31,560	31,708	31,710
	488,085	485,262	550,258	521,589	548,887	553,353	567,822
LESS TAX CERTIFICATES & INTEREST REVENUE	-11,000	-12,096	-11,000	-12,830	-11,000	-12,000	-11,000
<b>TOTAL</b>	<b>477,085</b>	<b>473,166</b>	<b>539,258</b>	<b>508,759</b>	<b>537,887</b>	<b>541,353</b>	<b>556,822</b>

# LAMPASAS CENTRAL APPRAISAL DISTRICT

## Board of Directors

Mike Kriegel, Chairman  
Tom Casbeer, Vice Chairman  
Paul Wilbom, Secretary  
Ross Oliver  
Marshal Brewer



P.O. Box 175  
Lampasas, TX 76550

TELEPHONE:  
512-556-8058  
512-556-8138

FAX: 512-556-4660

July 3, 2019

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

Dear Mayor Talbert,

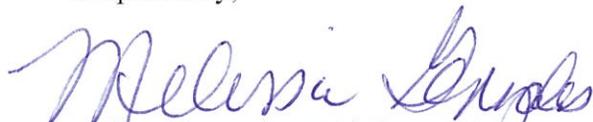
Enclosed, please find information pertaining to amendments to the 2018 Appraisal District budget.

The 2018 audit report indicates excess funds in the amount of \$32,047.00, which is to be refunded to the taxing units. The district is requesting to amend the budget by \$4,000 for the vehicle reserve account.

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 amendment must be delivered to the presiding officer of the governing body of each taxing unit participation in the District no later than the 30<sup>th</sup> day before the board acts on it.

The participating taxing units have until August 2, 2019 to either approve or deny the amendment. If no action is taken by this date, the amendment will be approved by default.

Respectfully,

  
Melissa Gonzales, Chief Appraiser  
Lampasas Central Appraisal District

PROPOSED BUDGET AMENDMENTS  
CITY OF LAMPASAS  
July 3, 2019

2018 EXCESS APPRAISAL FUNDS	\$	18,907.00
2018 EXCESS COLLECTION FUNDS	\$	13,140.70
TOTAL 2018 EXCESS FUNDS	\$	32,047.00

2018 EXCESS APPRAISAL FUNDS	\$	18,907.00
Retain for Vehicle Reserve	\$	<u>-2,000.00</u>
Remaining Excess Appraisal Funds	\$	16,907.00
Lampasas City Allocation Appraisal Percentage		<u>.0585</u>
Lampasas City Portion	\$	989.06

2018 EXCESS COLLECTION FUNDS	\$	13,140.00
Retain for Vehicle Reserve	\$	<u>-2,000.00</u>
Remaining Excess Collection Funds	\$	11,140.00
Lampasas City Allocation Collection Percentage		<u>.0557</u>
Lampasas City Portion	\$	620.50

TOTAL 2018 EXCESS FUNDS TO LAMPASAS CITY	\$	1,609.56
--	----	----------



March 17, 2017

Lampasas County Appraisal District  
Board of Directors  
109 E. 5th  
Lampasas, TX 76550

Members of the Board:

I have researched requested information from several appraisal districts around Texas that are close to, but not next to major metropolitan areas. These metro areas influence salaries necessary to draw competent people into the property tax profession. If a person can drive 30-50 miles or even move into the bordering districts, it is important for the boards of directors of these type districts to pay a reasonable salary to keep good, well-trained people.

The state legislature has made it harder to find good people. The educational standards continue to rise, and if a district loses its chief appraiser, I have seen dramatic increases in salary be required to draw a good candidate. Under state law, a chief appraiser must hold a Registered Professional Appraiser license to be considered for a chief position and that requirement has often kept districts from promoting from within. My most recent experience as a head hunter was in Bastrop, just southeast of Austin. They were previously paying their chief appraiser \$87,000. They terminated him over some issues and are finding that they cannot find a replacement of their liking for less than \$120,000. I have been in the tax appraisal business for 40 years, and I have never seen such a dramatic shift in the pay scales required to get a competent chief appraiser.

The same issues impact appraisers. A district spends several years paying for training for appraisers, normally investing over \$10,000 in tuition and expenses, and the trained employees are often wooed to greener pastures in a nearby district like Williamson. If your district loses an appraiser or especially a chief appraiser, it takes years and substantial educational costs to bring another person to a point of being competent and productive. I write all these things to let you know that the data indicates your district is well behind the curve in salaries for the chief appraiser and appraisal staff. I am sure the numbers will shock you, but that is the market in Texas right now in appraisal districts. I know that you cannot make immediate changes to correct these deficiencies, but I would recommend that you bring your chief appraiser and the appraisal staff up to reasonable levels as soon as possible so that you are not suffering from a shortage of experienced, capable people. I have attached three recommended pay schedules; a low, a medium, and a top level. I hope you can see fit to adopt the medium schedule in your 2018 budget.

My phone number and e-mail are noted on this cover page. If you wish to discuss any of the information presented, please feel free to contact me.

Respectfully submitted,

A handwritten signature in black ink that reads "Richard Petree".

Richard Petree, RPA/RTA/CCA

1250 Petroleum Drive, Abilene, Texas 79602, 325-829-0614 rpetree@westernvc.com



**SUMMARY DATA ON SALARIES IN APPRAISAL DISTRICT WITHIN 75 MILES OF MAJOR METRO AREAS**

Position	Average	Low	High	Smaller District Avg.
Chief Appraiser	\$103,311	\$80,860	\$165,000	\$86,417
Asst. Chief	\$75,422	\$49,340	\$99,500	\$59,650
Sr. Appr.	\$54,102	\$44,780	\$64,985	\$47,580
Appraiser	\$39,797	\$35,000	\$44,502	\$35,937
Abstractor	\$37,821	\$31,000	\$42,048	\$39,163
Clerical	\$33,147	\$28,000	\$42,500	\$34,643
Bookkeeper	\$47,993	\$34,000	\$67,500	\$35,580

All but one of the districts surveyed have the Texas County and District Retirement System. All of the districts surveyed pay 100% of health care insurance for the employee. Approximately half of the districts surveyed provide dental insurance for the employee. Only two of the districts provide vision insurance. The primary health insurance company providing services is Blue Cross-Blue Shield, although through several sources such as TML, TAC, or directly.

Smaller districts surveyed included Rusk, Gillespie, and Austin  
 Additional districts of medium size included Guadalupe, Bastrop, Rockwall, Hunt, Comal, Wharton, Hays, Wise, Matagorda, and Burnett.

# Lampasas County Appraisal District Salary Grid M

Position	Level 1	Level 2	Level 3	Level 4	Level 5	Level 6	Level 7	Level 8	Level 9	Level 10
Chief Appraiser	\$ 60,000	\$ 62,400	\$ 64,896	\$ 67,492	\$ 70,192	\$ 72,999	\$ 75,919	\$ 78,956	\$ 82,114	\$ 85,399
Collections Lead	\$ 40,000	\$ 41,600	\$ 43,264	\$ 44,995	\$ 46,794	\$ 48,666	\$ 50,613	\$ 52,637	\$ 54,743	\$ 56,932
Clerical	\$ 24,000	\$ 24,960	\$ 25,958	\$ 26,997	\$ 28,077	\$ 29,200	\$ 30,368	\$ 31,582	\$ 32,846	\$ 34,159
Abstractor-Deed	\$ 30,000	\$ 31,200	\$ 32,448	\$ 33,746	\$ 35,096	\$ 36,500	\$ 37,960	\$ 39,478	\$ 41,057	\$ 42,699
Senior Appraiser	\$ 42,000	\$ 43,680	\$ 45,427	\$ 47,244	\$ 49,134	\$ 51,099	\$ 53,143	\$ 55,269	\$ 57,480	\$ 59,779
Appraiser	\$ 30,000	\$ 31,200	\$ 32,448	\$ 33,746	\$ 35,096	\$ 36,500	\$ 37,960	\$ 39,478	\$ 41,057	\$ 42,699

Senior appraiser has RPA and five years experience

Appraiser is training and going through education and is doing field work

Collections lead is responsible for overseeing collections, completing collections reports, and making deposits  
Levels are earned through performance and experience.

Salary base	60000
	40000
	24000
	30000
	42000
	30000

COLA base

## Lampasas County Appraisal District Salary Grid L

Position	Level 1	Level 2	Level 3	Level 4	Level 5	Level 6	Level 7	Level 8	Level 9	Level 10
Chief Appraiser	\$ 56,000	\$ 58,240	\$ 60,570	\$ 62,992	\$ 65,512	\$ 68,133	\$ 70,858	\$ 73,692	\$ 76,640	\$ 79,705
Collections Lead	\$ 36,000	\$ 37,440	\$ 38,938	\$ 40,495	\$ 42,115	\$ 43,800	\$ 45,551	\$ 47,374	\$ 49,268	\$ 51,239
Clerical	\$ 22,000	\$ 22,880	\$ 23,795	\$ 24,747	\$ 25,737	\$ 26,766	\$ 27,837	\$ 28,950	\$ 30,109	\$ 31,313
Abstractor-Deed	\$ 27,500	\$ 28,600	\$ 29,744	\$ 30,934	\$ 32,171	\$ 33,458	\$ 34,796	\$ 36,188	\$ 37,636	\$ 39,141
Senior Appraiser	\$ 38,000	\$ 39,520	\$ 41,101	\$ 42,745	\$ 44,455	\$ 46,233	\$ 48,082	\$ 50,005	\$ 52,006	\$ 54,086
Appraiser	\$ 28,000	\$ 29,120	\$ 30,285	\$ 31,496	\$ 32,756	\$ 34,066	\$ 35,429	\$ 36,846	\$ 38,320	\$ 39,853

Senior appraiser has RPA and five years experience  
 Appraiser is training and going through education and is doing field work  
 Collections lead is responsible for overseeing collections, completing collections reports, and making deposits  
 Levels are earned through performance and experience.

Salary base	56000	COLA base	1
	36000		
	22000		
	27500		
	38000		
	28000		

# Lampasas County Appraisal District Salary Grid T

Position	Level 1	Level 2	Level 3	Level 4	Level 5	Level 6	Level 7	Level 8	Level 9	Level 10
Chief Appraiser	\$ 66,000	\$ 68,640	\$ 71,386	\$ 74,241	\$ 77,211	\$ 80,299	\$ 83,511	\$ 86,851	\$ 90,326	\$ 93,939
Collections Lead	\$ 42,000	\$ 43,680	\$ 45,427	\$ 47,244	\$ 49,134	\$ 51,099	\$ 53,143	\$ 55,269	\$ 57,480	\$ 59,779
Clerical	\$ 25,000	\$ 26,000	\$ 27,040	\$ 28,122	\$ 29,246	\$ 30,416	\$ 31,633	\$ 32,898	\$ 34,214	\$ 35,583
Abstractor-Deed	\$ 32,000	\$ 33,280	\$ 34,611	\$ 35,996	\$ 37,435	\$ 38,933	\$ 40,490	\$ 42,110	\$ 43,794	\$ 45,546
Senior Appraiser	\$ 45,000	\$ 46,800	\$ 48,672	\$ 50,619	\$ 52,644	\$ 54,749	\$ 56,939	\$ 59,217	\$ 61,586	\$ 64,049
Appraiser	\$ 32,000	\$ 33,280	\$ 34,611	\$ 35,996	\$ 37,435	\$ 38,933	\$ 40,490	\$ 42,110	\$ 43,794	\$ 45,546

Senior appraiser has RPA and five years experience  
 Appraiser is training and going through education and is doing field work  
 Collections lead is responsible for overseeing collections, completing collections reports, and making deposits  
 Levels are earned through performance and experience.

Salary base	66000	COLA base	1
	42000		
	25000		
	32000		
	45000		
	32000		

## BIOGRAPHY OF RICHARD PETREE

Richard Petree is a native of Abilene, Texas, attending public schools there and completing Cooper High School. He remained in Abilene to complete his undergraduate studies at McMurry University. His major included a BBA in Economics and Management and additional studies in Secondary Education with teaching specialties in Economics and History.

Mr. Petree began his career at West Texas Utilities in 1970 working in Industrial Development. He left WTU to seek the elected position of County Tax Assessor Collector and was elected in 1976. He served two terms as the elected County Assessor and during his last term, he was named as the first chief appraiser of Taylor County. With the exception of a nine-month stint as Chief Appraiser in Travis County in 1988, Petree remained the Chief Appraiser of Taylor County until his retirement in 2013. In 1988 he was presented the Earl Luna Award by the Texas Association of Appraisal Districts recognizing him as the outstanding Chief Appraiser in that year. He was recognized with the Excellence in Education award in 2004 by that same organization.

Mr. Petree has been a member of the International Association of Assessing Officers since 1981. He was elected to the Executive Board of IAAO in 2004. He has served on various committees of IAAO including Nominations, Awards, and Education. In 2010 he was awarded Member of the Year for IAAO. Under Petree's leadership, the appraisal district in Abilene received the Excellence in Assessment Administration award from the International Association of Assessing Officers in 2013, the first appraisal district in Texas to be given that award. He has also been a member of the Texas Association of Assessing Officers since 1977 and a member of the Texas Association of Appraisal Districts since 1982 where he has served in all office positions. He is a certified instructor for the State of Texas teaching various courses in appraisal and ethics.

Mr. Petree is a consultant to appraisal organizations assisting them in problem solving. He has been a consultant to The Appraisal Foundation, U.S. Department of the Interior, Bexar CAD, LaSalle CAD, Hunt CAD, Calhoun CAD, Stonewall CAD, Mitchell CAD, McCulloch CAD, Presidio CAD, Sutton CAD, Rockwall CAD, Schleicher CAD, Bastrop CAD, San Saba CAD, Coleman CAD, Eastland CAD, Gaines CAD, Haskell CAD, Lamb CAD, Gaines CAD, Mills CAD, Concho, and Grayson CAD. In his consultant role he has provided complete appraisal services to some of those districts including appraisal of rural land for both a market value and an agricultural use value. He has developed numerous schedules for land values and improvement values of housing, farm buildings, and commercial buildings utilizing all three approaches to value as the basis for those schedules. He serves in interim chief appraiser positions while training a full-time replacement or seeks a permanent chief appraiser through his company's headhunting services. His company is Western Valuation and Consulting, LLC. [www.westernvc.com](http://www.westernvc.com)

In addition to his role as Chief Appraiser, Mr. Petree is a licensed facilitator for the Franklin-Covey organization and teaches *Seven Habits of Highly Effective People* and *Great Leaders, Great Teams, Great Results* to interested persons in government.

Mr. Petree also is a licensed United Methodist minister and has served small Methodist churches in West Texas for the past twenty-five years. He is currently pastor of Nolan and Pioneer Memorial United Methodist Churches. He is currently on the Board of Taylor Electric Cooperative and Butman Methodist Camp and Retreat Center. He has been a member of the boards of Rotary International, the Kiwanis Club of Abilene, United Way of Abilene, and Sears Retirements Systems, Inc. He was an Executive Board member and fund secretary of the Texas Political Subdivisions Joint Insurance Fund. He served as the Spiritual Director and board member of Big Country Emmaus, a local division of the world-wide non-denominational church organization.

  
City Manager

ITEM NO. Workshop 3

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

---

---

**Subject:**

Discussion regarding Lampasas County Chamber of Commerce Projected Year for FY 2019/2020 Budget

Requested By: Melissa Unger, Chamber of Commerce Director

Submitted By: Mandy Walsh, Economic Development Director

Date Submitted: July 18, 2019

For the Agenda of: July 22, 2019

**Procurement and Funding Statement:**

Attachments: Lampasas County Chamber of Commerce Budget

---

---

**Summary Statement:**

Per the Tourism and Visitor Center Agreement by and between the Chamber of Commerce and the City of Lampasas, the Chamber will be providing Council an update of activity and budget request for FY 2020.

**Recommendation:**

Discussion and presentation only

## 2019-2020 Budget Explanation- Chamber of Commerce & Visitor's Center

### ADMINISTRATIVE FEE

- 40% of total annual salaries
- Includes paychecks for Executive Director and Administrative Assistant(s)
- Currently, Jan and I are paid every other Monday
- 2016-17: Requested \$11,960.00; balance of \$2,991.64 after end of fiscal year
- 2017-18: Requested \$11,340.00; have used \$6779.44 after end of fiscal year
- 2018-19: Requested \$13,485.00, increased when I was hired to \$32,800- have used \$13,243.53 so far in Q1 & Q2
- **2019-20: Requested \$31,200**
  - This includes my salary of \$60,000.00 per year, Jan's \$10.00 per hour (4 days per week)- 30 hrs., plus \$1.00 per hour for room for salary increase for Jan. plus, payroll taxes.

### VISITOR CENTER SEASONAL STAFF

- 100% of Saturday staff pay, who is Visitor Center staff only; not Chamber staff (if Chamber questions are asked Saturday, and the employee doesn't know the answers, he/she either leaves Jan or I a message, or is free to call or text anything.)
- Paid on a bi-weekly basis.
- 2016-17: Requested \$1,620.00; balance of \$1,077.50 after end of fiscal year
  - Operating hours of the Visitor Center in this year's agreement were 10am-4pm, May through December, on Saturdays
- 2017-18: Requested \$1,620.00; have not used any of this amount after Q1 & Q2
  - Operating hours of the Visitor Center in this year's agreement were 10am-4pm, May through December, on Saturdays
- 2018-19: Requested \$2,392.50- \$1914.00- approved
  - Operating hours of the Visitor Center in this year's agreement are 830am-12pm & 1pm-5pm, March through December, on Saturdays- Remained 10am-4pm
- **2019-2020: Requested \$1,800**
  - Kept the hours and rate the same and decreased the request

### LAMPASAS PROMOTIONS/VISITOR CENTER BROCHURES

- 100% Tourism advertisements placed in publications outside the immediate zip codes; distribution of brochures in the Visitor Center office, as well as distribution to other travel centers, chambers, etc. in the state of Texas
- Some advertisements include ads placed in magazines like 101 Fun Things to do in the Highland Lakes, Visitor or Travel Guides in surrounding counties, etc.
- 2016-17: Requested \$4,914.00; balance of \$1,741.50 after end of fiscal year
- 2017-18: Requested \$5,309.00; have used \$1,880.00 as of Q1 & Q2
- 2018-19: Requested \$10,000.00- Funding available upon request instead of approved amt.- was approved
  - This is to be able to place advertisements in farther-reaching areas than the surrounding counties, and possibly places like Texas Highways Events magazine and publications of the like
  - This is also to be able to produce new brochures (the latest ones are dated 2016) with a 12 to 18 month shelf life. I am looking into booklet-style brochures, with listings for everything Lampasas has to offer, instead of having 3 or 4 different brochures for the different things to do. These brochures would also go to surrounding county Visitor Centers and Chambers, as well Visitor Centers and Chambers across the state (we get requests for these statewide). Need Lampasas tourism pieces/maps/display materials.
- **(Added) 2019-20: Requested \$8,000.00**

### COPIER/COPIES

- 40% Used for producing printed materials to promote the Lampasas community.
- 2016-17: Requested \$2,500.00; no balance left after end of fiscal year
- 2017-18: Requested \$2,500.00; have current balance at the end of fiscal year of -<\$640.71>
- 2018-19: Requested \$1,900.00, but approved at \$2,500.
- **2019-20: Requested \$1,800.00**
  - New lease and contract, more included with less overage. \$332 x 12 mths. Plus quarterly copy fee if any

### POSTAGE (+)

- 40% PO Box and bulk mail dues; postage dues to mail relocation packages, travel information and other material requests from visitors on website, in person and on the phone.
- 2016-17: Requested \$600.00; balance of \$330.92 after end of fiscal year
- 2017-18: Requested \$600.00; balance of \$66.41 after end of fiscal year
- 2018-19: Requested \$400.00; have used \$205.32 so far in Q1 & Q2
  - Decreased amount requested due to non-usage of funds because of the higher amount of digital material sent, as opposed to material sent through the PO
- **2019-20: Requested \$480.00**
  - Postage fee increase

### GENERAL SUPPLIES

- 40% needed to include bags, paper, envelopes, etc. to be used for the distribution of tourism information.
- 2016-17: Requested \$800.00; balance of \$326.98 after fiscal year ended
- 2017-18: Requested \$800.00; balance of \$192.08 after fiscal year ended
- 2018-19: Requested \$500.00; have used \$288.64 so far in Q1 & Q2
  - Decreased amount due to non-usage of funds in current fiscal year and previous fiscal year
- **2019-20: Requested \$700.00**
  - New letterhead/envelopes/etc. supplies

### WEBSITE

- 40% of website traffic is attributed to Visitor Center- Determined at last budget meeting
- GrowthZone, formerly ChamberMaster, is our website host.
- 2016-17: Requested \$1,566.00; balance of \$326.25 left over after end of fiscal year
- 2017-18: Requested \$1,566.00 (kept same amount from previous year); have used \$1,049.00 so far for Q1 & Q2; will not have a balance at the end of this fiscal year
- 2018-19: Requested \$1,192.80, \$1363.20- approved; have used \$950.40 so far in Q1 & Q2
  - This is based on 40% of the GrowthZone payments of \$284.00 per month for 12 months;
- **2019-20: Requested \$1,603.20**
  - increase due to utilizing their credit card service feature to \$304.00 a mth.- \$284 a mth. + \$20 a mth. Fee for CC services
  - Got rid of all other CC processing fees

### PHONES & INTERNET

- 40% of the daily phone calls and emails are tourism and Visitor Center related. We currently document number of phone calls.
- This includes our monthly payments to AT&T for our landlines and internet, as well as Dell Financial Services, for our computers. (Dell Financial: we make payments on our computers. The payments are around \$25.00-\$27.00 per month, and we have a current balance of around \$700.00 to pay off.)
- 2016-17: Requested \$1,776.00; balance of \$757.84 left after end of fiscal year
- 2017-18: Requested \$1,776.00; balance of \$954.35 left after end of fiscal year
- 2018-19: Requested \$1,200.00, \$1420 approved; negative balance after Q3 due to computer expense
- **2019-20: Requested \$1,300.00**
  - No longer paying DELL CC- paid off, purchased annual plan for Microsoft Software & Computer system
  - Went down to (1) phone line and better AT&T package

### UTILITIES

- 40% of the total expenses for water, electric and trash to operate the Visitor Center.
- This includes payments made to Lampasas Public Utilities.
- 2016-17: Requested \$1,416.00; had balance of \$343.09 left after fiscal year completed
- 2017-18: Requested \$1,416.00; kept same as previous year; balance of \$320.99 left after end of fiscal year
- 2018-19: Requested \$1,000.00, \$1133.20 approved; have used \$647.64 so far in Q1 & Q2
- **2019-20: Requested \$1,220.00**
  - Utility bill rate increase

## **BUILDING**

- 40% of the total expenses for maintenances and insurances for the office building.
- This includes payments made to the pest control company, the lawn service, and our insurance (Western Commerce Bank; through Pflugerville Insurance Company).
- 2016-17: Requested \$1,155.00; zero balance after fiscal year completed
- 2017-18: Requested \$2,393.00; have balance of \$912.32 after fiscal year end
- 2018-19: Requested \$2,392.50, Approved for \$1,914.00 have used \$1490.57 so far in Q1 & Q2
- **2019-20: Requested- \$2,006**
  - Have not received insurance quote for next fiscal year prior to submitting this budget.
  - We clean the building ourselves based on need. A quarterly deep cleaning may be considered.

## **ANNUAL VISITOR CENTER DUES**

- 100% Dues to TTIA, TACVB, TCCE, TIA, THLA
- 2016-17: Requested \$800.00; had balance of \$300.00 after fiscal year completed
- 2017-18: Requested \$907.00; current balance of \$657.00, which will be used during Q3 & Q4
- 2018-19: Requested \$907.00; dues are not expected to increase
- **2019-20: Requested \$800.00**
  - Dues are not expected to increase, and some memberships being reconsidered

## **HILL COUNTRY TRAIL REGION**

- Membership in the Hill Country Trail Region and travel to meetings
  - (Has only been used for membership; not travel).
- 2016-17: Requested \$300.00; had balance of \$125.00 after fiscal year completed
- 2017-18: Requested \$950.00; have not used these funds yet
  - \$650.00 of this is to stay on the Texas Hill Country Trail Passport for the next 3 years.
- 2018-19: Requested \$300.00
  - Will not need the extra \$650.00 from the previous year, since the shelf life of the passports will be 3 years.
- **2019-20: Requested \$400.00**

## **TOURISM CONFERENCES**

- These are submitted as they come up, like event funding
- **2018-2019- \$600+ used**

## **EVENT FUNDING**

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

Lampasas County Chamber of Commerce						
Hotel Motel Budget Amount						
October 2019 - September 2020						
Budget Request						
Expense	Description	2019-2018 Projected/Approved Budget	2018-2017 Projected/Approved Budget	2017-2016 Projected/Approved Budget	2016-2015 Projected/Approved Budget	2015-2014 Projected Budget
Administrative Fee	Used for all staff salaries (Exec Director & Admin. Asst.)	42,702 / 10,698	47,840 / 11,950	45,350 / 11,340	72,000 / 32,800	78,000
40%						\$ 31,200.00
Visitor Center Seasonal Staff	March through December, Saturday's, 10am-4pm	Separate App For Funding Was Approved	1,620 / 1,620	1,620 / 1,620	1,914 / 1,914	1,800
100%						\$ 1,800.00
Lampasas Promotions	Tourism Ads Placed in Publications Outside The immediate zip codes (76750 76753 76755)	800 / 400	4914 / 4,914	5,309 / 5,309	Funding Approval at Quince Come On	8,000
100%						\$ 8,000.00
Visitor Center Brochures	Distribution of Brochures/Photo Items, including an embossed description with photos, annual events, etc. distributed to all travel centers, chambers, CVB's and DMO's	Visitor Center Display 300 / 300			Funding Approval at Quince Come On	Included above
100%						
				101 Fun Things/Visitor Guides/TX Highways/Hill Country Magazine/Etc		
				Shop/Dine/Event/Attraction Pieces		
Copier / Copies	Used for producing printed materials to promote the Lampasas Community	3,500 / 1,000	6,349 / 2,500	6,349 / 2,500	6,349 / 2,500	4,500
40%						\$ 1,800.00
Postage	PO Box and Bulk Mail Dues, Postage Dues to mail relocation packets, travel information and other material requests.	600 / 300	1,000 / 600	1,000 / 600	1,000 / 400	1,200
40%						\$ 480.00
General Supplies	Bags, paper, envelopes, office supplies, used for the tourism information and business distribution	800 / 400	1,200 / 800	1,200 / 800	1,200 / 600	1,750
40%						\$ 700.00
Website	Visitor Center and Chamber of Commerce website and mobile app, hosted by Chamber Masters. Includes- Design & Maintenance	3,132 / 1,098	3,132 / 1,668	3,132 / 1,268	3,408 / 1,363.20	2,008
40% of the Website Traffic is Visitor Center Related						\$ 1,603.20
Phones & Internet	Daily phone calls and emails- Ph/int package tourism and visitor center related. Includes- computer & software	2,618 / 654	3,552 / 1,776	3,552 / 1,776	3,552 / 1,420.80	3,250
40%						\$ 1,300.00
Utilities	Expenses for electric, water, and trash to operate the Visitor Center	2,381 / 558	2,833 / 1,416	2,833 / 1,416	2,833 / 1,133.20	3,650
40%						\$ 1,461.20
Building	Expenses for Maintenance & Insurance Plans	0	2,319 / 1,155	4,765 / 2,393	4,765 / 1,914	5,015
40%						\$ 2,006.00
Annual Visitor Center Dues	Texas Assoc. Dues (TTIA/TCCCE/THLA/TACVB/TIA)	600 / 600	600 / 600	607 / 607	607 / 607	600
100%						\$ 600.00
Hill Country Trail Region	Memberships in the Hill Country Trail Region and travel to meetings	300 / 175	300 / 300	950 / 950	300 / 300	400
100%						\$ 400.00
Tourism Conferences	Registration for Texas Travel Tourism Seminars and the TACVB Tourism Marketing Seminar and Visitor Bureau training	1,000 / 500	0	Submit Application for Attendance	Submit Application for Attendance	Submit Application for Attendance
Apply for Funding						
<b>TOTAL FUNDING REQUEST</b>				<b>76,897 / 31,177</b>	<b>89,248 / 46,162.20</b>	<b>\$ 111,773.00</b>
						<b>\$ 61,308.20</b>

**EVENTS:**

\* Note- Goodie Bags/Displays containing local promotion: Events to be funded through HOT Funds Application Process at every event hosted by the Lampasas County Chamber of Commerce & Visitor Center. In addition, we provide the same items to several of the local organizations and individuals that host community events.

Riata Roundup Rodeo	Ads are placed in both local and out of town publications (Newspapers/Magazines). other forms of advertising include radio, television, social media boosts, school outreach, poster/flyer distribution.
Toughest 10K in Texas	Primary promotion of this event is web based in addition to, free press offered in the various media markets. Event posters are distributed to area gyms and health spa's through the Central Texas and Hill Country areas. Social media presence during Spring Ho
BBQ Cook-Off (Sanctioned)	This event draws at least 75-95 teams, each team consists of approximately 8 to 12 people. 60% of the Teams are from out of town. Ads are placed throughout the Central Texas and Hill Country Areas.
Lampasas County Wine Tour	Primary promotion of this event is web based, in addition to, free press offered in the various media markets. This tour fills so quickly that there is not a need for an extensive media campaign. 55% of the attendees are from out of town. Providing transportation for this tour is the largest expense.
Hunters Welcome/Promotion	Information distributed through the office year around about the area hunting and lodging. Ads are placed in Hunting Guides and other publications that are distributed throughout Texas in sports/hunting shops, and various Travel/Information Centers. Hosting the Hunters Welcome Event on the opening day of rifle season.

  
City Manager

ITEM NO. Workshop 4

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

---

---

**Subject:**

Discussion regarding City of Lampasas Budget updates for FY 2019/2020

Requested By: Finley deGraffenried, City Manager

Submitted By: Finley deGraffenried, City Manager

Date Submitted: July 18, 2019

For the Agenda of: July 22, 2019

**Procurement and Funding Statement:**

Attachments:

---

---

**Summary Statement:**

Staff will take the opportunity to review the status of budget modifications and will provide Council with requested information related to technology, infrastructure and security.

**Recommendation:**

Discussion Only

**THIS PAGE INTENTIONALLY LEFT BLANK**

**MINUTES OF REGULAR MEETING OF THE GOVERNING BODY  
OF THE CITY OF LAMPASAS, TEXAS  
CITY COUNCIL CHAMBERS  
405 SOUTH MAIN STREET  
Monday, July 8, 2019**

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

Council Members present:

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

Council Members absent:

None

City Staff Present:

Finley deGraffenried, City Manager  
Gary Cox, Assistant City Manager  
Christina Marez, City Secretary  
Yvonne Moreno, Finance Director  
Shanda Subia, Library Director  
Rickie Roy, Public Works Director  
Sammy Bailey, Police Chief  
Kristy Acevedo, Network Administrator

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

1. Call to order Workshop Session

Mayor Talbert called the workshop session to order at 5:30 p.m.

2. Budget Workshop

City Manager deGraffenried explained that this item was placed on the agenda to provide Council the opportunity to provide direction to the FY 2020 Annual Budget. He will take this opportunity to discuss preliminary budget projections, items impacting the budget, capital and maintenance costs and the in-house work on a salary survey.

deGraffenried reviewed an overhead power point presentation with the following information:

- Introduction
  - Specifics and Non-Specifics
  - Review of Budget Status
  - Review of Financial Items, Trends and Projections

- Review of Maintenance and Capital Items
- Review of 2016 CO Status
- Review of FY 2019 and beyond projects
- Review of Debt Status
- Review of Salary Comparison
- Review of Funding Sources
- Review and seek input on next steps
- Status
  - Additional work to be done
  - Staff modification
  - Health Insurance
  - Certified Valuation
  - Revenue Production
  - Funding Options
- Budget Status by Fund
- Starting Points – To date and Overview
- Projections
  - Year End Projections
  - Not Included
    - Technology Infrastructure
    - Public Safety Communications
    - Media/Streaming Software
    - Email Storage
  - Inclusions in FY 2020 Draft
    - Increase in tree trimming - \$25,000.00
    - Fleet needs - \$65,000.00
    - Injection Site Upgrades - \$80,000.00
    - Organizational Funding in current levels - \$48,600.00
    - Increase in W/WW Maintenance - \$145,000.00
    - Emergency Lighting/Generator/pad W/WW - \$51,666.00
    - Additional 500 meters plus installation
    - Agenda Software – approximate \$5,425.00
    - Fiber Network Expansion to Library - \$13,125.00
- Maintenance and Capital
- Projects
  - West Avenue E: design complete, working on easements – may carry over paving to FY 2020
  - Deer Trail: complete in FY 2019, no impact to operating budget
  - City Hall Parking: tentative start July 15
  - Water Line Looping Projects: shovel ready
  - Reviewing Interim Paving Options: West Avenue E-Key Avenue to Ridge Street; West 6<sup>th</sup> Street-Key Avenue to Broad Street
  - East 3<sup>rd</sup> Street: reviewing 95% plan set

- 2016 CO
- Debt Service
- Salary Comparisons
  - In-house survey at Council direction
  - 19 of 26 Cities responded
  - Always Shortcomings
  - Methodology
- Funding
  - Operating Revenue
  - Reserves
  - Rate Review and Increase
  - Property Tax
  - 2016 CO per Bond Conditions
- Next Steps
  - Salary Survey
  - Additional Modification by Staff
  - Direction on Projects and Priorities
  - Review of Funding Options
  - Council Direction
  - Budget Workshops
    - July 15, 2019 – Organizations
    - July 22, 2019 – Workshop
    - July 29, 2019 – Department Presentations

3. Discussion regarding any item on the regular agenda

There was no discussion.

4. Adjourn Workshop Session

Mayor Pro Tem Monroe moved to adjourn the workshop session at 7:00 p.m. The motion was seconded by Council member Clark and with a unanimous vote, the motion carried.

A brief break was taken before going into regular session.

<p><b>REGULAR SESSION</b> <b>7:00 P.M.</b></p>
--

ANNOUNCEMENTS

A. Call to Order

Mayor Talbert called the regular session to order at 7:07 p.m.

B. Invocation and Pledge of Allegiance

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

### C. Presentations and Proclamations

There were no presentations or proclamations.

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

There were no citizen comments.

2.0	<b>MINUTES</b>
2.1	Discussion and possible action concerning approval of minutes of the Regular Meeting on June 24, 2019

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

3.0	<b>CONSENT AGENDA</b>
3.1	Discussion and possible action regarding the Monthly Investment Report for May 2019.
3.2	Discussion and possible action regarding purchases and charges in excess of \$4,000 from June 1, 2019-June 30, 2019
3.3	Discussion and possible action regarding the second reading of an Ordinance to amend Chapter 82, Article V, Division 4, Sec 82-413- Residential Septic Waste Disposal; Charges
3.4	Discussion and possible action regarding the second reading of an Ordinance amending City of Lampasas Code of Ordinances Chapter 22, Section 22-35 and 22-36; to conform Lampasas' Code of Ordinances to recent local option election results; providing a severability clause; and providing an effective date.
3.5	Discussion and possible action regarding the second reading of an Ordinance regarding renewal of franchise agreement between the City of Lampasas and Acadian Ambulance Service.

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

4.0	<b>BOARDS/DEPARTMENT REPORTS</b>
-----	----------------------------------

There were no board or department reports.

5.0	<b>ROUTINE MATTERS</b>
5.1	City Manager's Operational Report

City Manager deGraffenried reviewed his report:

- July Meetings – As a reminder, Council will meet on July 15, 2019 at 5:30 p.m. to hear from Organizations seeking funding from the City. The City sent letters of invitation last week to include WCID, Hill Country 100, Hill Country Children’s Advocacy, Heart of Texas Defense Alliance, Christmas on the Creek, LAFTA, Vision, DRT, and LCHEC. The Chamber of Commerce and Lampasas Appraisal District were invited to also attend, due to conflicts, they requested to discuss their respective budgets with Council on the July 22, 2019 Council meeting. Council will also have the opportunity on June 15, 2019, to discuss budget modifications and adjustments.
- Comprehensive Plan Dates – City Staff met with consultants from Halff & Associates on July 3, 2019, to review upcoming meeting dates and possibly scheduling additional focus group meetings. In addition to the focus group meetings, several community engagement activities will take place in the next 30-45 days. Tentatively, the focus group meetings and the first meeting of the Advisory Committee will be held on July 25, 2019. The City, in conjunction with Halff & Associates, will also prepare for a mid-August Community Open House meeting to coincide with a Community Survey. The Survey and Community meeting will be advertised by social media, news releases and by direct mail to utility customers. Staff may recommend pushing the Community meeting back to allow time to fully review the survey and marketing materials.
- Texas Department of Transportation (TxDOT) - City Staff received word that TxDOT has spent some time adjusting timing for signals on Key Avenue. The adjustments should provide a more fluid north/south traffic pattern, however; for locals, it may not help with east/west travel across Key during high traffic periods.
- Lampasas County Appraisal District (LCAD) Budget Hearing – City Staff attended the LCAD Budget Public Hearing on July 2, 2019 and provided testimony related to Council concerns. The primary concerns included salary expense, improvement in mapping technology and the need to improve communication and transparency. Board members did provide some explanation, which I encouraged them to provide to Council in person. LCAD representatives should be present at the July 22, 2019 Council meeting.
- CTWSC vs. KWSC - There has not been any formal activity in the civil suit filed by Central Texas Water against Kempner Water Supply Corporation. Per Council action, the City intervened in the suit to challenge CTWSC’s change in billing methodology. Currently, City Staff is working with KWSC to review and possibly challenge some of the O&M charges from CTWSC. It appears CTWSC has been allocating an unreasonable amount of overhead expense to KWSC that may be passed on to the City. Counsel suggested attempting to resolve these issues outside the civil case to minimize cost and complexity.
- Personnel Policy – Several weeks ago, Council was provided a draft of modifications to the City’s Personnel Policy. The document was placed in drop box for access by computer however a hard copy can be provided upon request. City Staff would like to place the discussion on a future workshop agenda.

5.2	MAYOR’S COMMENTS
-----	------------------

Mayor Talbert reminded everyone that it is Spring Ho week and on Friday, July 12, there will be a dunking booth at W.M. Brook Park. Everyone will have an opportunity to dunk the City Manager, Finley deGraffenried, 5:00-6:00 p.m. or Mandy Walsh, Economic Development Director, 6:00-7:00 p.m. She also has to be on the dunking booth 4:00-5:00 p.m.

6.0	UNFINISHED BUSINESS
-----	---------------------

There was no unfinished business.

7.0	NEW BUSINESS
7.1	Discussion and possible action to select and announce possible winner of website photo contest.

Kristy Acevedo, Network Administrator, informed Council that there were six (6) photo entries:

- Entry 1: "Peaceful" submitted by Beckie Neville
- Entry 2: "Keaton and Dalton" submitted by Cheryl Childers
- Entry 3: "Love in Nature" submitted by Victoria Yancey
- Entry 4: "KidFish 2019" submitted by Kylee Davis
- Entry 5: "Downtown Lampasas" submitted by Candice Goggans
- Entry 6: "Welcoming Sunrise" submitted by Eleno Sigarroa Silva

Council member Clark moved to select Entry 4, "KidFish 2019", submitted by Kylee Davis as the winner of the photo contest. The motion was seconded by Council member White and with a unanimous vote, the motion carried.

Adjourn

Mayor Pro Tem Monroe moved to adjourn the meeting at 7:15 p.m. The motion was seconded by Council member White and with a unanimous vote, the motion carried.

PASSED AND APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

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

ATTEST:

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

**MINUTES OF SPECIAL MEETING OF THE GOVERNING BODY  
OF THE CITY OF LAMPASAS, TEXAS  
CITY COUNCIL CHAMBERS  
405 SOUTH MAIN STREET  
Monday, July 15, 2019  
5:30 p.m. Special Session**

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

**Council Members present:**

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

**Council Members absent:**

Delana Toups

**City Staff Present:**

Finley deGraffenried, City Manager  
Gary Cox, Assistant City Manager  
Christina Marez, City Secretary  
Yvonne Moreno, Finance Director  
Sammy Bailey, Police Chief  
Rickie Roy, Public Works Director  
Mandy Walsh, Economic Development Director

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

1. Call to order Special Session

Mayor Talbert called the special session to order at 5:31 p.m.

2. 2019/2020 Organization Reporting and Requests for Support

City Manager deGraffenried explained that representatives from requesting organizations were present. Derrick Berrios, LCHEC Director, was not able to attend the meeting but is requesting funds again this year.

deGraffenried reviewed a handout that was provided to Council that shows history of the organizations funded and the amounts paid since 2015. Those on the list included Hill Country 100 Club; Heart of Texas Defense Alliance; LAFTA; LCHEC; Hill Country Children's Advocacy; Vision Lampasas and Christmas on the Creek.

Mayor Talbert started with DRT's request.

Diane Davis, DRT President, thanked Council for the opportunity to come before them and make their request for possible funding. She explained that DRT was requesting \$6,600.00 to renovate

and update both the upstairs and downstairs kitchen areas with new black marble countertops and a new stove. They also would put in curtains on both floors to block off the kitchen areas from the rest of the hall areas. Fresh paint to both floors as well.

Mayor Pro Tem Monroe said that Council had previously asked for a history list of bookings at the Hostess House and asked if one had been done.

Ms. Davis said that she did not have a list, however, she had a total of \$16,000.00 in rentals since last year but she didn't know the number of bookings.

Mayor Pro Tem Monroe asked how DRT markets the Hostess House facility.

Ms. Davis said that they advertise in the Texas Trails Map, Lampasas Dispatch Record and Visitor's Guide, and their website.

Council asked the fees for use of the Hostess House.

Ms. Davis reviewed the following:

- \$100.00 booking fee – non refundable
- 100.00 per hour with minimum of three hours
- \$100.00 cleaning fee – refundable
- If booked all day, discounted to \$800.00 for use from 8:00 a.m. to midnight

Council asked if DRT had a budget they could present to Council.

Ms. Davis replied that they do not have a budget.

Council discussion with Ms. Davis included:

- Does DRT do any fundraisers that could raise funds for improvements to the Hostess House? Ms. Davis replied no; their money comes through donations or rental.
- What does DRT do with the rental money? Ms. Davis replied: pay for cleaning the facility, the Manager gets twenty percent (20%) of rental, upkeep of the facility, utilities, air conditioner repair, etc.
- Council asked when does DRT uses the Hostess House? Ms. Davis replied that they have Game Day every other month and they meet six times a year.
- Council expressed that they didn't want DRT to think they couldn't or shouldn't use the facility. DRT has earned the utilization of the facility for all that they have done to restore and have this facility today. Council's only concern is that this asset is not being utilized at full capacity.

After no further discussion, Council thanked Ms. Davis for her presentation and said that Council will evaluate DRT's request for possible funding.

Mayor Talbert explained to those present the reason why the organizations were asked to this meeting is because Council is looking at what can be budgeted or whether the City can give the same amount as requested previous years.

Mayor Talbert moved to Hill Country Children's Advocacy Center request.

The Representative thanked Council for the opportunity to submit a funding request. She presented Council a handout that showed the services that they provided for the Lampasas Community since 2017. The services included forensic interviews, therapy, education and training. She also reviewed the statistics. Their request for funding was \$3,000.00.

Council thanked the Representative for the information provided and for the important services they provide to the community.

Mayor Talbert moved to Heart of Texas Defense Alliance request.

Keith Sledd, Representative, reviewed the information that was provided in Council's packet:

- Organization & Purpose
  - A Regional (7 cities and 3 counties) municipally funded non-profit corporation
  - Formed February 2003 in response to an expressed need by the communities of Central Texas most affected by the activities of Fort Hood
  - Promotes the importance and sustainability of Fort Hood and all defense-related industries, organizations and institutions in the Killeen-Temple-Fort Hood area
- Active Duty/Retired Population with Family Members
- Current Focus
- Fort Hood SH9 Projects
- Governor's Committee to Support the Military Findings & Recommendations
- Rail/Truck Multi-Modal Facility
- IH-14/Gulf Coast Strategic Highway Coalition
- Updates
- Fort Hood "Fast Facts"
- Their funding request was \$5,630.00

Council thanked Mr. Sledd for his information and for Heart of Texas Defense Alliance being a great resource to the City.

Mayor Talbert moved to the Lampasas County Water Control and Improvements request.

Paul Wilborn, Lampasas WCID Board of Directors President, reviewed the information that was provided in Council's packet:

- He reviewed the map that showed the Sulphur Creek Watershed Floodwater Retarding Structures.
- He reviewed the history of funding from the City and County since 2014.
- He reviewed the projects completed by WCID from summer of 2014 to present.
- Their funding request was \$10,000.00 in order to update and maintain the nine flood control dam sites.

Council thanked Mr. Wilborn for his presentation and the work WCID does to ensure the safety of the community.

Mayor Talbert moved to the Cooper Spring Nature Park request.

Harrell Clary, Cooper Spring Nature Park Board member, reviewed the following:

- Brief history of Cooper Spring Nature Park
  - 2008, 16 acres donated by Rex Johnson (now 26 acres)

- 2009, a few trails opened through the brush
- 2014-2015, removal of non-native brush; construction of entry building and plaza, installation of decorative fence at entrance; construction of 8-foot perimeter fence; planting of 60 species of grass and flowers; fencing off of area for Spring Ho BBQ Cookoff
- 2016, approval of grant request from Texas Parks and Wildlife Department (TPWD) of nearly \$70,000.00 for trail improvements
- 2017-2018, installation of benches and large limestone rocks throughout the park; installation of original metal art at the park entrance.
- 2019, planting of 4 acres of grass
- Future plans
- Request for funding from the City
  - Continued water and electrical service
  - The Parks Department has agreed to provide the machines and labor to install the trails. Amount estimated in TPWD Grant Application is \$37,204.00.
  - Local Government cash donation of \$10,000.00 for the TPWD Grant Application

Council thanked Mr. Clary for his presentation.

Hill Country 100 Club – No representative was present. Sammy Bailey, Police Chief, said that they are requesting the same as last year which was \$1,500.00.

Mayor Talbert moved to the Christmas on the Creek funding request.

Katherine Mezger, Jeanie Smith, Robin Gradel and David Love, Christmas on the Creek members, were present at the meeting. They reviewed the different Christmas decorations that the Committee has purchased over the past two years, as well as the most recent purchases. They explained that their funding comes from fundraisers and donations.

Mrs. Mezger said that this year, the Committee is requesting for the City to pay the \$30,000.00 for the installation of the Christmas lights in the park as the Committee bears the expense of the other Christmas decorations.

Council thanked all the organizations for their presentations and will consider their requests.

### 3. Discussion regarding modifications and inclusions to the FY 2020 Budget

City Manager deGraffenried asked Council if they had any modifications or if they wanted any inclusions made to the budget.

Council member White expressed his opinion of not wanting the City to fund any money to any organization that doesn't have a budget to present to Council.

The Mayor and Council members asked that City Staff research the City's full participation in any maintenance costs to the Hostess House.

deGraffenried reviewed a memo that addressed considerations for Council based on discussions at the July 8, 2019 Council meeting:

- Consider creation of funding source for utility extensions and improvements for Council approved Economic Development projects including commercial and residential development.
- Consider referring the Skate Park to the Parks Board for further review and recommendation.
- Security cameras at injection sites.
- Restrooms at Campbell Park.

4. Adjourn Special Session

Council member Kuehne moved to adjourn the special session at 7:27 p.m. The motion was seconded by Council member Clark and with a unanimous vote, the motion carried. (Toups absent)

PASSED AND APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

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

ATTEST:

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

**THIS PAGE INTENTIONALLY LEFT BLANK**

  
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 June 2019.

Requested By: Yvonne Moreno, Finance Director

Submitted By: Yvonne Moreno, Finance Director

Date Submitted: July 17, 2019 For the Agenda of: July 22, 2019

Procurement and Funding Statement: N/A

Attachments: Investment Report prepared by Patterson & Associates

**Summary Statement:**

The weighted average maturity of City investments is 9 days.

The City's yield to maturity is 1.650

<u>Place of Investment</u>	<u>Investment Amount</u>	<u>% of Portfolio</u>
TexPool / TexPool Prime	\$3,410,591.08	20.86%
TexStar	\$1,604,338.64	9.81%
Bancorp South	\$5,423,028.10	33.16%
Money Market	\$3,890,261.61	23.79%
Frost Bank- Checking	\$1,024,010.10	6.26%
Federal Agency Securities	\$ 999,468.08	6.11%

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



**Monthly Investment Report  
June 30, 2019**

PATTERSON & ASSOCIATES



INVESTMENT PROFESSIONALS

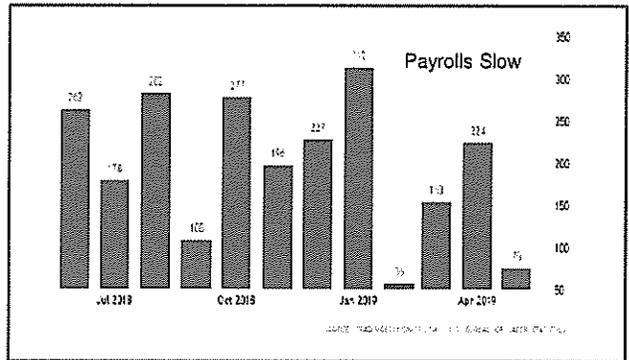
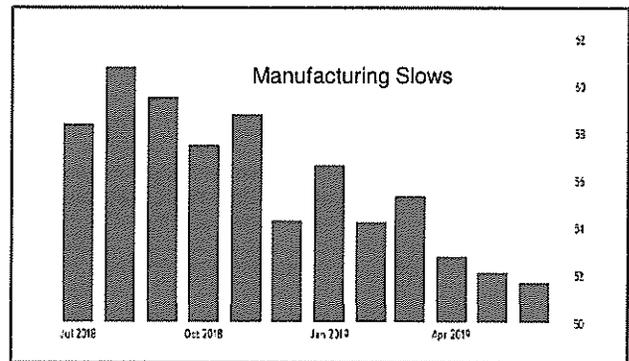
# A Plethora of Concerns

The US is definitely slowing. Business fixed investments have fallen off. While this could reflect issues in energy exploration and problems at Boeing, softer global growth and trade policy uncertainties have played an important role. Factory output has also declined. However, we often have mini-recessions in manufacturing, without a recession in the overall economy. The yield curve is the best single indicator of a possible recession, but it's a matter of degrees (it's not a switch that is flipped then the slope goes negative). Currently, the treasury spreads implies about a 35% chance of entering a recession in the new 12 months. While that suggests that a recession is "not likely," the odds are too high for comfort.

Payrolls remain strong and wages are rising but not at a pace that would push the CPI over the 2% target. The domestic need for a rate cut is difficult to buy. Also would a Fed rate cut improve the global situation? Politically, the new data-dependent approach, in contrast to the patient approach, smoothed the divisions within the Committee and with the Trump administration without committing to a cut. Maybe that was the plan?

Equity markets around the world will likely contend with slowing global economic growth, as well as other pressures including rising trade tariffs; the possibility the United Kingdom will leave the European Union (Brexit) with no transition plan; and rising tensions around countries including Venezuela, Turkey, Iran and North Korea. Individually these straws may not break their markets, but they are piling up at a vulnerable time.

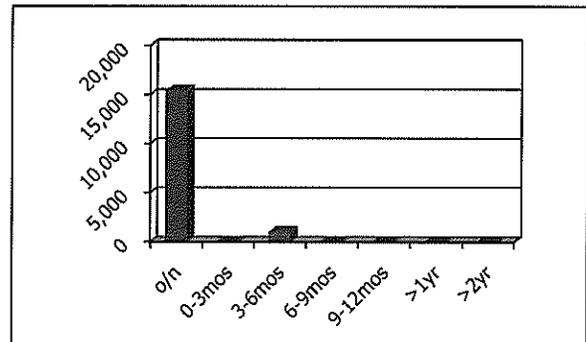
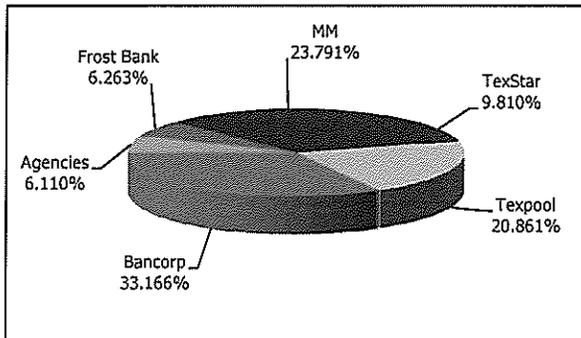
There is a trifecta of concerns internationally. There is a new wave of tension between the US and Iran taking us to more severe sanctions. Turkish unrest over Erdogan's defeat which causes problems for a major US ally. And of course China. There is a much deeper commitment to the trade stance in China because Chinese leaders speak in terms of sovereignty and dignity, while the U.S. frames the negotiations exclusively in trade terms. If China views the negotiations in the context of dignity and sovereignty, the commitment goes well beyond the discomfort of tariff side-effects. Trade negotiations – and their adverse effects may last long into the future.



# Your Portfolio

As of June 30, 2019

- P&A constantly reviews your portfolio for optimal asset allocation and a controlled average maturity because a diversified portfolio can better adjust to volatile market conditions.
- The graphs below show asset allocations by market sector and by maturity. They do reflect our anticipation of a rate increase in 2019 – and possibly two –but not in the first quarter. This slowdown in rate hikes and the potential of decreasing rates indicates the need to extend portfolios. Extending now will lock in yields even though rates may decrease and provides for extra safety.
- The non-cash portion of your portfolio is yielding 2.783%.





City of Lampasas, Texas  
 Summary by Type  
 June 30, 2019  
 Grouped by Fund

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

Security Type	Number of Investments	Par Value	Book Value	% of Portfolio	Average YTM 365	Average Days to Maturity
<b>Fund: Cash</b>						
Bancorp South	3	4,470,520.00	4,470,520.00	27.34	1.157	1
Money Market	5	3,890,261.61	3,890,261.61	23.79	1.477	1
Federal Agency Coupon Securities	1	1,000,000.00	999,468.08	6.11	2.783	127
Texpool/Toxpool Prime	1	1,752,105.55	1,752,105.55	10.72	2.381	1
<b>Subtotal</b>	<b>10</b>	<b>11,112,887.16</b>	<b>11,112,355.24</b>	<b>87.96</b>	<b>1.809</b>	<b>12</b>
<b>Fund: Cert. of Obligation 2016</b>						
Texpool/Toxpool Prime	1	1,658,485.53	1,658,485.53	10.14	2.523	1
<b>Subtotal</b>	<b>1</b>	<b>1,658,485.53</b>	<b>1,658,485.53</b>	<b>10.14</b>	<b>2.523</b>	<b>1</b>
<b>Fund: Electric</b>						
Bancorp South	1	373,104.24	373,104.24	2.28	1.157	1
Frost Bank	1	1,024,010.10	1,024,010.10	6.26	0.000	1
TexStar	1	1,604,338.64	1,604,338.64	9.81	2.379	1
<b>Subtotal</b>	<b>3</b>	<b>3,001,452.98</b>	<b>3,001,452.98</b>	<b>18.35</b>	<b>1.415</b>	<b>1</b>
<b>Fund: LEDC</b>						
Bancorp South	2	296,402.55	296,402.55	1.81	1.157	1
<b>Subtotal</b>	<b>2</b>	<b>296,402.55</b>	<b>296,402.55</b>	<b>1.81</b>	<b>1.157</b>	<b>1</b>
<b>Fund: Seizures</b>						
Bancorp South	2	18,589.35	18,589.35	0.11	0.641	1
<b>Subtotal</b>	<b>2</b>	<b>18,589.35</b>	<b>18,589.35</b>	<b>0.11</b>	<b>0.641</b>	<b>1</b>
<b>Fund: Trust</b>						
Bancorp South	2	73,355.46	73,355.46	0.45	1.407	1
<b>Subtotal</b>	<b>2</b>	<b>73,355.46</b>	<b>73,355.46</b>	<b>0.45</b>	<b>1.407</b>	<b>1</b>
<b>Fund: Water</b>						



City of Lampasas, Texas  
 Fund CASH - Cash  
 Investments by Fund  
 June 30, 2019

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

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Date	Days To Maturity
<b>Federal Agency Coupon Securities</b>											
3130AFDA2	10053	FHLB Note	11/06/2018	999,468.08	1,000,000.00	1,001,491.00	2.625	2.744	2.782	11/05/2019	127
<b>Subtotal and Average</b>				<b>999,468.08</b>	<b>1,000,000.00</b>	<b>1,001,491.00</b>		<b>2.744</b>	<b>2.783</b>		<b>127</b>
<b>Bancorp South</b>											
0474	10004	Bancorp South	09/01/2014	4,449,013.49	4,449,013.49	4,449,013.49	1.157	1.141	1.157		1
3213	10006	Bancorp South	09/01/2014	505.95	505.95	505.95	1.157	1.141	1.157		1
4187	10007	Bancorp South	09/01/2014	21,000.56	21,000.56	21,000.56	1.157	1.141	1.157		1
<b>Subtotal and Average</b>				<b>4,470,520.00</b>	<b>4,470,520.00</b>	<b>4,470,520.00</b>		<b>1.142</b>	<b>1.157</b>		<b>1</b>
<b>Texpool/Texpool Prime</b>											
14103	10000	Texpool	09/01/2014	1,752,105.55	1,752,105.55	1,752,105.55	2.381	2.349	2.381		1
<b>Subtotal and Average</b>				<b>1,752,105.55</b>	<b>1,752,105.55</b>	<b>1,752,105.55</b>		<b>2.349</b>	<b>2.381</b>		<b>1</b>
<b>Money Market</b>											
5001632	10023	Austin Capital Bank MM	01/29/2015	248,204.40	248,204.40	248,204.40	1.000	0.986	1.000		1
XXXX579	10026	Business Bank of TX ICS	04/02/2015	3,114,880.89	3,114,880.89	3,114,880.89	1.510	1.489	1.510		1
XXXX561	10029	Business Bank of TX ICS	06/01/2015	527,174.32	527,174.32	527,174.32	1.510	1.489	1.510		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	05/30/2015	1.00	1.00	1.00					1
<b>Subtotal and Average</b>				<b>3,890,261.61</b>	<b>3,890,261.61</b>	<b>3,890,261.61</b>		<b>1.457</b>	<b>1.477</b>		<b>1</b>
<b>Total Investments and Average</b>				<b>11,112,355.24</b>	<b>11,112,887.18</b>	<b>11,114,378.18</b>		<b>1.587</b>	<b>1.609</b>		<b>12</b>

**Fund ELEC - Electric  
Investments by Fund  
June 30, 2019**

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>										
0672	10005	Bancorp South	09/01/2014	373,104.24	373,104.24	373,104.24	1.157	1.141	1.157	1
<b>Subtotal and Average</b>				<b>373,104.24</b>	<b>373,104.24</b>	<b>373,104.24</b>		<b>1.142</b>	<b>1.157</b>	<b>1</b>
<b>TexStar</b>										
17390	10001	TexStar	09/01/2014	1,604,338.64	1,604,338.64	1,604,338.64	2.379	2.346	2.379	1
<b>Subtotal and Average</b>				<b>1,604,338.64</b>	<b>1,604,338.64</b>	<b>1,604,338.64</b>		<b>2.346</b>	<b>2.379</b>	<b>1</b>
<b>Frost Bank</b>										
1732110	10022	Frost Bank Public Checking	01/20/2015	1,024,010.10	1,024,010.10	1,024,010.10				1
<b>Subtotal and Average</b>				<b>1,024,010.10</b>	<b>1,024,010.10</b>	<b>1,024,010.10</b>		<b>0.000</b>	<b>0.000</b>	<b>1</b>
<b>Total Investments and Average</b>				<b>3,001,452.98</b>	<b>3,001,452.98</b>	<b>3,001,452.98</b>		<b>1.398</b>	<b>1.415</b>	<b>1</b>

**Fund SEIZ - Seizures  
Investments by Fund  
June 30, 2019**

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 385	Maturity Days To Date Maturity
<b>Bancorp South</b>										
0763	10008	Bancorp South	09/01/2014	9,063.69	9,063.69	9,063.69	1.157	1.141	1.157	1
1999	10009	Bancorp South	09/01/2014	9,525.66	9,525.66	9,525.66	0.150	0.147	0.150	1
<b>Subtotal and Average</b>				<b>18,589.35</b>	<b>18,589.35</b>	<b>18,589.35</b>	<b>0.632</b>	<b>0.641</b>		<b>1</b>
<b>Total Investments and Average</b>				<b>18,589.35</b>	<b>18,589.35</b>	<b>18,589.35</b>	<b>0.632</b>	<b>0.641</b>		<b>1</b>

Fund WATER - Water  
Investments by Fund  
June 30, 2019

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>										
1639	10012	Bancorp South	09/01/2014	191,056.50	191,056.50	191,056.50	1.157	1.141	1.157	1
<b>Subtotal and Average</b>				<b>191,056.50</b>	<b>191,056.50</b>	<b>191,056.50</b>		<b>1.142</b>	<b>1.157</b>	<b>1</b>
<b>Total Investments and Average</b>				<b>191,056.50</b>	<b>191,056.50</b>	<b>191,056.50</b>		<b>1.142</b>	<b>1.157</b>	<b>1</b>

PATTERSON & ASSOCIATES



INVESTMENT PROFESSIONALS

City of Lampasas, Texas  
Maturity Report  
Sorted by Maturity Date  
Receipts during June 1, 2019 - June 30, 2019

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

CUSIP	Investment #	Fund	Sec. Type	Issuer	Par Value	Maturity Date	Purchase Date	Rate at Maturity	Book Value at Maturity	Interest	Maturity Proceeds	Net Income
3136G3TD7	10052	CASH	FAC	FNMAC	900,000.00	06/28/2019	11/06/2018	1.200	900,000.00	5,400.00	905,400.00	5,400.00
<b>Total Maturities</b>					<b>900,000.00</b>				<b>900,000.00</b>	<b>5,400.00</b>	<b>905,400.00</b>	<b>5,400.00</b>

Run Date: 07/12/2019 - 11:52

Portfolio LAMP  
AP  
MA (PRE\_MA) 7.1.1  
Report Ver. 7.3.6.1

City of Lampasas, Texas  
Interest Earnings  
June 1, 2019 - June 30, 2019

CUSIP	Investment #	Fund	Security Type	Ending Par Value	Beginning Book Value	Average Book Value	Maturity Date	Current Rate	Annualized Yield	Adjusted Interest Earnings		
										Interest Earned	Amortization/ Accretion	Adjusted Interest Earnings
<b>Fund: Seizures</b>												
1999	10009	SEIZ	RRP	9,525.66	9,524.45	9,524.69		0.150	0.155	1.21	0.00	1.21
0763	10008	SEIZ	RRP	9,063.69	9,180.01	9,105.88		1.157	1.160	8.68	0.00	8.68
			<b>Subtotal</b>	<b>18,589.35</b>	<b>18,704.46</b>	<b>18,630.57</b>			<b>0.846</b>	<b>9.89</b>	<b>0.00</b>	<b>9.89</b>
<b>Fund: Trust</b>												
6349	10010	TRUST	RRP	43,471.72	43,421.42	43,426.45		1.407	1.409	50.30	0.00	50.30
6348	10011	TRUST	RRP	29,883.74	29,849.16	29,852.62		1.407	1.409	34.58	0.00	34.58
			<b>Subtotal</b>	<b>73,355.46</b>	<b>73,270.58</b>	<b>73,279.07</b>			<b>1.409</b>	<b>84.88</b>	<b>0.00</b>	<b>84.88</b>
<b>Fund: Water</b>												
1639	10012	WATER	RRP	191,056.50	189,140.28	190,179.57		1.157	1.159	181.22	0.00	181.22
			<b>Subtotal</b>	<b>191,056.50</b>	<b>189,140.28</b>	<b>190,179.57</b>			<b>1.159</b>	<b>181.22</b>	<b>0.00</b>	<b>181.22</b>
			<b>Total</b>	<b>16,362,229.53</b>	<b>16,409,742.84</b>	<b>16,399,933.36</b>			<b>1.723</b>	<b>23,081.05</b>	<b>128.89</b>	<b>23,219.74</b>

PATTERSON & ASSOCIATES



INVESTMENT PROFESSIONALS

City of Lampasas, Texas  
Projected Cashflow Report  
Sorted by Monthly  
For the Period July 1, 2019 - January 31, 2020

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

Projected Trans. Date	Investment #	Fund	Security ID	Transaction Type	Issuer	Par Value	Original Cost	Principal	Interest	Total
<b>November 2019</b>										
11/05/2019	10053	CASH	3130AFDA2	Maturity	FHLB Note	1,000,000.00	998,460.00	1,000,000.00	13,125.00	1,013,125.00
<b>Total for November 2019</b>						<b>1,000,000.00</b>	<b>998,460.00</b>	<b>1,000,000.00</b>	<b>13,125.00</b>	<b>1,013,125.00</b>
<b>GRAND TOTALS:</b>						<b>1,000,000.00</b>	<b>998,460.00</b>	<b>1,000,000.00</b>	<b>13,125.00</b>	<b>1,013,125.00</b>

Run Date: 07/12/2019 - 11:54

Portfolio LAMP  
AP  
PC (PRF\_PC) 7.2.0  
Report Ver. 7.3.5.1

# A Look at F/Y 2018 – 2019 for the Parks Department

# Park Improvements

## Demolition of old and installation of new restrooms in Brook Park (Irrigation and sod to be installed this coming Fall)

---





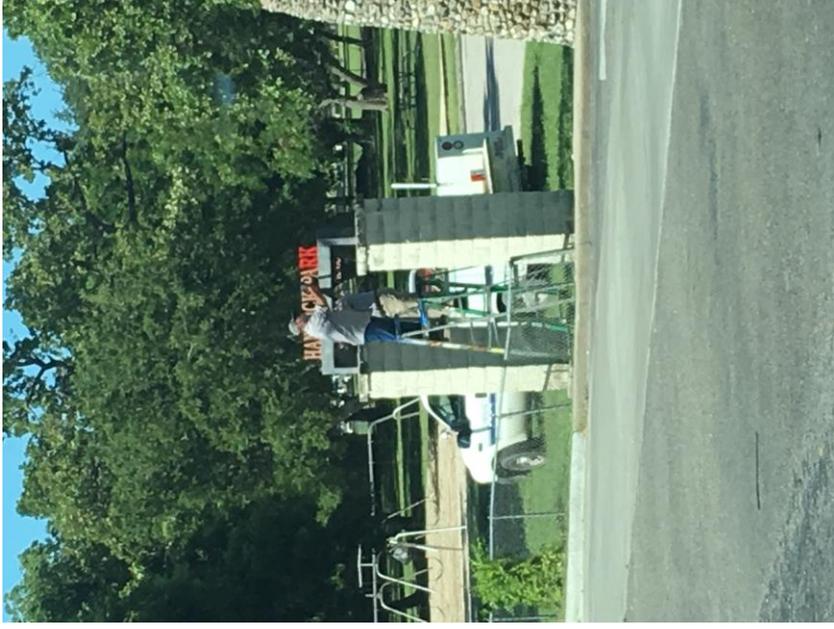
Installation of new Pavilion in place  
of old restroom with inclusion of  
new electric pedestal

---



Replacement of fall zone material in  
Brook Park playground with  
assistance from LCRA

---

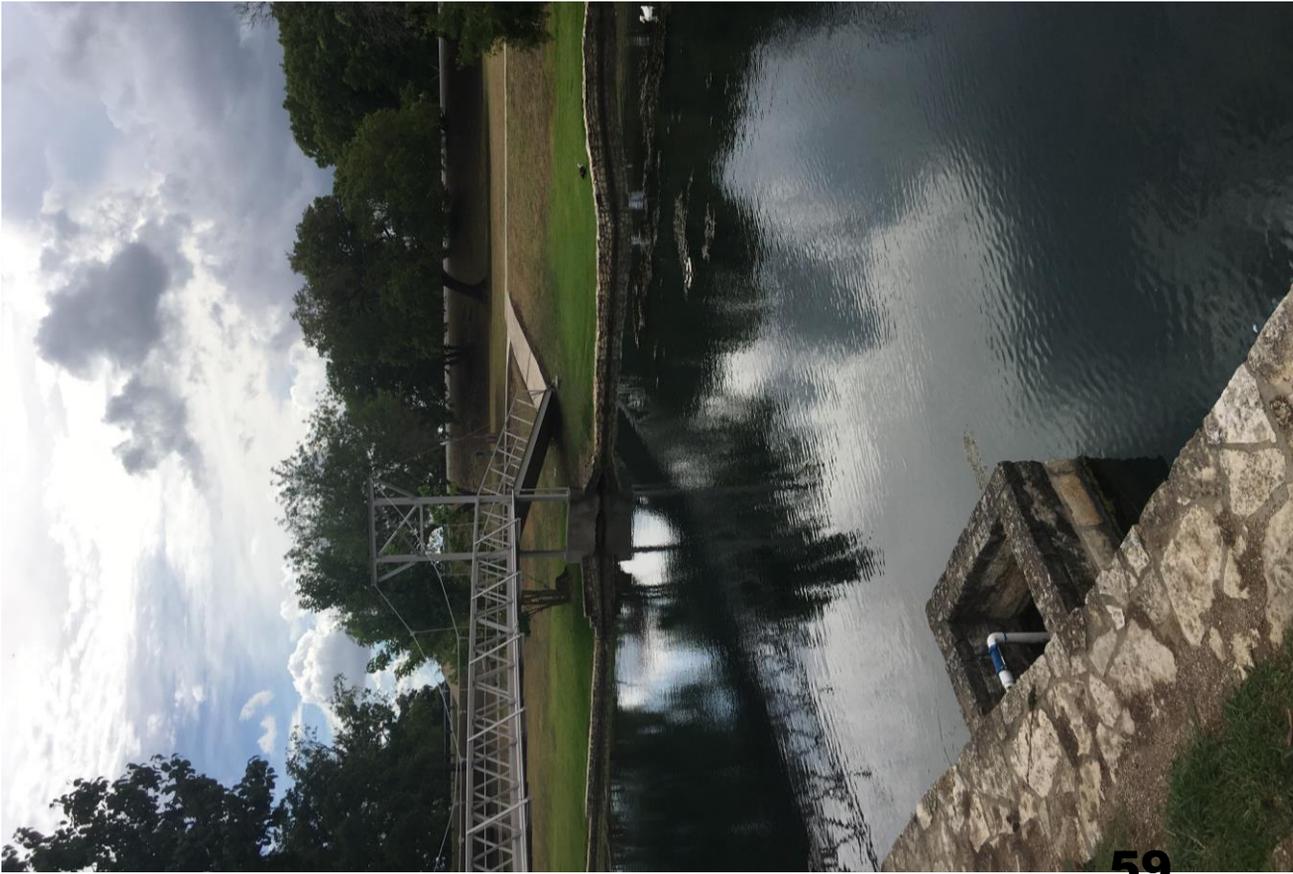


Cleaning, painting and refurbishing signage at each park



Cleaning, painting and refurbishing  
signage at each park

---



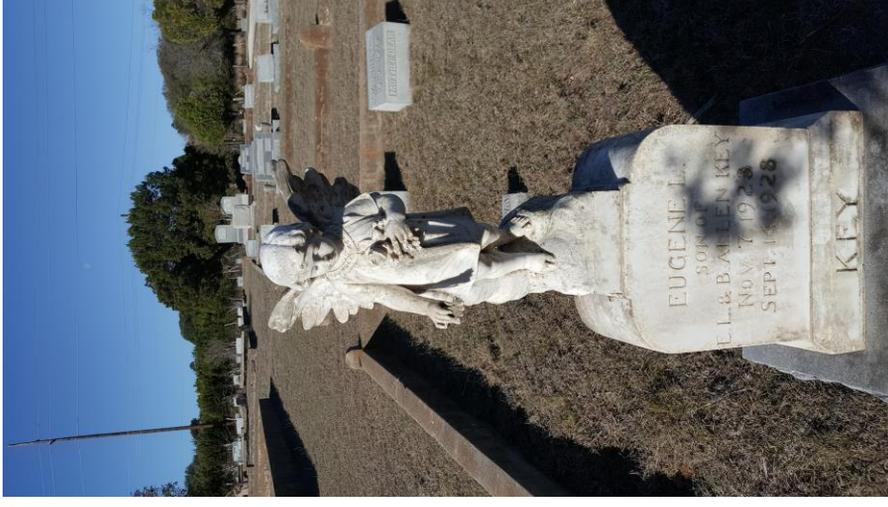
# Continued implementation of aquatic vegetation management plan in Sulphur Creek

---



## Multiple improvements to Oak Hill Cemetery

---



## Restoration Efforts/Results

---





# Columbarium project

---



# Cemetery shop improvements



# Eagle Scout Projects



# Fencing project

Privacy fence behind memorial



# Veterans Memorial project

---



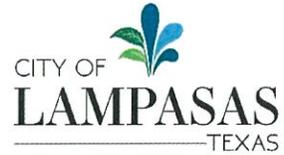
# Calendar of events for all park areas



- October – Artober Fest, Glampers Event, Young Eagles Event, Squared Silly: 20hrs OT
- November – Hunters Welcome, City Wide Garage Sale, Young Eagles Event: 24hrs OT
- December – Carol of Lights, Christmas on The Creek, Trout Kidfish Event: 22hrs OT
- January – Bark For Life, Polar Bear Plunge, Take Down And Store All Christmas Decorations: 20hrs OT
- April – Bloomin Fest, City Wide Garage Sale, Riata Roundup, Easter Egg Hunts: 30hrs OT
- May – Both Pools Open For Swim Season, Dive in Movie, Promenade: 10hrs OT
- June – Texas 4000, Kidfish and Camping Event, Sulphur Creek Car Cruise, Moonlight Swim: 73hrs OT
- July – Spring Ho, Moonlight Swim: 96hrs OT
- August – Back to School Event @ Hanna Pool, Dive In Movie: 30hrs OT
- September – Begin Prep Work On All Christmas Decorations:
- Numerous Weddings, Family Reunions, Birthday Parties, Sporting Events And Tournaments, And Countless Family Gatherings: ??

**Memo**

To: Finley deGraffenried, City Manager  
From: Monica Wright, Director of Information Systems  
Date: Monday, July 1, 2019  
Re: June 2019 Monthly Report



Information Systems

**Service Requests:**

	June 2018	June 2019	
IT Department	145	180	<b>+35 service requests</b>

**Social Media Stats:**

	June 2018	June 2019	
Facebook Likes	4,769	5,550	<b>+781 FB page likes</b>
Twitter Followers	313	425	<b>+112 Twitter followers</b>

**Website Payments:**

	June 2018	June 2019	
City Utility	276 \$110,976.64	349 \$109,397.04	<b>+73 online payments -\$1,579.60</b>
Municipal Court	35 \$9,307.89	47 \$10,379.10	<b>+12 online payments +\$1,071.21</b>

**Website Stats:**

	June 2018	June 2019	
Page Visits	11,878	15,389	<b>+ 3,511 visits</b>
Page Views	22,995	28,372	<b>+ 5,377 page views</b>
Downloads	2,147	2,153	<b>+6 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.

**FY 2018/2019 Projects:**

- Configured/replaced large format plotter/printer/scanner at Old City Hall (completed)
- Configured/replaced WAP (wireless access point) at City Hall (completed)
- Configured/replaced (5) printers (completed)
- Upgraded Library Useful software application (completed)
- Relocated Municipal Court personnel temporarily during OCH renovation (completed)
- Upgraded Incode software application (completed)
- Configured/replaced (3) PD Toughbooks (completed)
- Configured/installed Old City Hall switches (completed)
- Extended fiber to Old City Hall building (completed)
- IT staff renewed CJIS certifications (completed)
- Configure/install (3) WAP's (wireless access points) at Old City Hall (completed)
- Terminated data on all floors at Old City Hall (completed)
- A/V project at Old City Hall (completed)
- Phone extension project at Old City Hall (completed)
- Configured/installed PD server for replication (completed)
- Configured/issued out (2) PD training laptops (completed)
- Configured/installed NAS for disaster recovery (completed)
- Off-site backups from City network based locations (completed)
- Terminated existing 12ct fiber optic cable at future IT building (completed)
- Installed/configured new PD server/replication between (2) servers (completed)
- Installed/configured new PD Wireless Access Point (completed)

- Configure/replace (15) PCs (*completed*)
- Assist staff with migration to MyGov permitting *software* (*Summer 2019*)
- Install switch/configure network at new WWW building (*Summer 2019*)

#### June Projects:

- Configured/issued out (2) replacement PD Toughbooks
- Attended staff budget meetings
- Ordered replacement PD wireless access point/configured/installed
- Attended AV training at Old City Hall
- Configured network share for Old City Hall audio/video recordings
- Configured/installed file server at Old City Hall
- Attended meeting with Watchguard to discuss PD replacement server options
- Configured/installed Golf Point of Sale replacement PC/Migration
- Relocated M. Court personnel/ IT equipment back to Old City Hall
- FY 1920 project planning/obtained quotes
- Updated IT inventory/notes on share
- Assisted with CCR on Utility Bills
- Configured/installed replacement Utility Billing PC
- Configured/installed replacement PD printer
- Quote for replacement Airport AWOS PC/placed order
- Configured switch/network at IT Building
- Configured/install additional WAP at City Hall
- Download Public Works traffic counter software/ordered cable
- Configured/setup PC at Old City Hall for Chambers

#### July Projects:

- Attend budget meetings
- Save documentation/backup/install replacement Airport AWOS PC
- Replace failed hard drive on CH NAS
- Phone vendor onsite to terminate dedicated elevator phone line at Old City Hall
- Quote for replacement camera equipment at Hancock/order/install
- Relocate IT staff to IT building/pull cable to new switch
- Install server rack at IT building/move IT equipment
- Order photo contest prizes/with new City logo
- Configure/install cameras at Old City Hall
- Configure VPN access for AV remote support
- Configure/install WAP at IT Building
- Run network cable from switch to the Sign PC at PW Barn
- Continue working on MyGov project with staff

#### Daily/Weekly/Monthly Tasks:

- OS updates on City Hall, PD, Library and WWW NAS devices
- OS updates to firewalls
- 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

**Future Projects & Goals:**

- IT Building – (Current Chambers) (2019-2020)
- Order additional Meter Reader Tablet/Laptop for automated meter reads (2019-2020)
- Research/implement timesheet/time off request software (2019-2020)
- Research/implement digital/paperless software (2020-2021)
- Point to Point wireless Internet solution for locations not on fiber (2020-2021)
- Install additional data/power drops in PD Patrol Bay (2019-2020)
- Replace PD Watchguard server (2019-2020)
- Implement agenda software/archive software for audio/visual recordings (2019-2020)
- Replace Library Useful server/thin clients (2020-2021)
- Replace Council Ipads (2019-2020)
- Replace (2) City Hall Servers (2019-2020)
- Social Media Retention Software (2019-2020)
- Microsoft Office Exchange Email Archive (2019-2020)
- Re-cable all City buildings in preparation for VOIP infrastructure (2020-2021)
- City-wide building VOIP phone software solution (2020-2021)

## LAMPASAS PUBLIC LIBRARY

JUNE 2019

Circulation	We circulated 6,596 items in June, which is up 12.7% from May (5,851).
Door Count	The June door count (6,855) was up 27.5% from last month (5,375).
Internet Usage	Internet usage (616) was down 17% from May (742).
Wifi Usage	We had 287 distinct clients use the public wifi in June, which is up 5.9% from May. There were an average of 29 users per day, up 38.1% from last month.
Text Interactions	We communicated, via text messages, with 141 unique phone numbers in June, which is up 17.5% from May (120). We sent/received a total of 786 messages, which is up 32.8% from last month (592).
June Programs	We offered 19 programs in June (compared to 10 in May), which included mostly Summer Reading programs: story times and crafts, magician, stunt juggler, juggling workshop, vehicle/equipment "show and tell", Mad Science, Lego Robotics, "Lego Movie 2", Space Party, Egg Drop Challenge, ventriloquist, and Astronaut Training Camp. The finale was a pool & pizza party for all who registered and participated in the Summer Reading program. The Cornelia Key Book Club and 42 Club also met this month.
Summer Reading	We had 98 kids and 25 teens register for summer reading. The ESL summer school kids did not register, and there were 60 kids in those classes. We had a total of 1,285 children, teens, and adults attend the programs. An average of 104 people attended each of the children's programs.
Broken Window	One of the panels of the etched window was broken, most likely by a rock thrown while that area was being weedeated. Two glass companies have been contacted to get quotes for replacement.
TWC Work Program	One young man registered with the TWC youth program began working at the library on July 1; the summer program ends August 1. We are hoping to get multiple projects done with this extra help, including weeding, inventory, and possibly genrefying the picture book area so they are shelved by subject, like bookstores; we think this will make it easier for kids to find books on different topics that they are interested in.



# Memo

**To:** Finley deGraffenied, City Manager  
**From:** Van Berry, Golf Course Manager  
**cc:** City Council Members  
**Date:** July 15, 2019  
**Re:** Monthly Report, June 2019

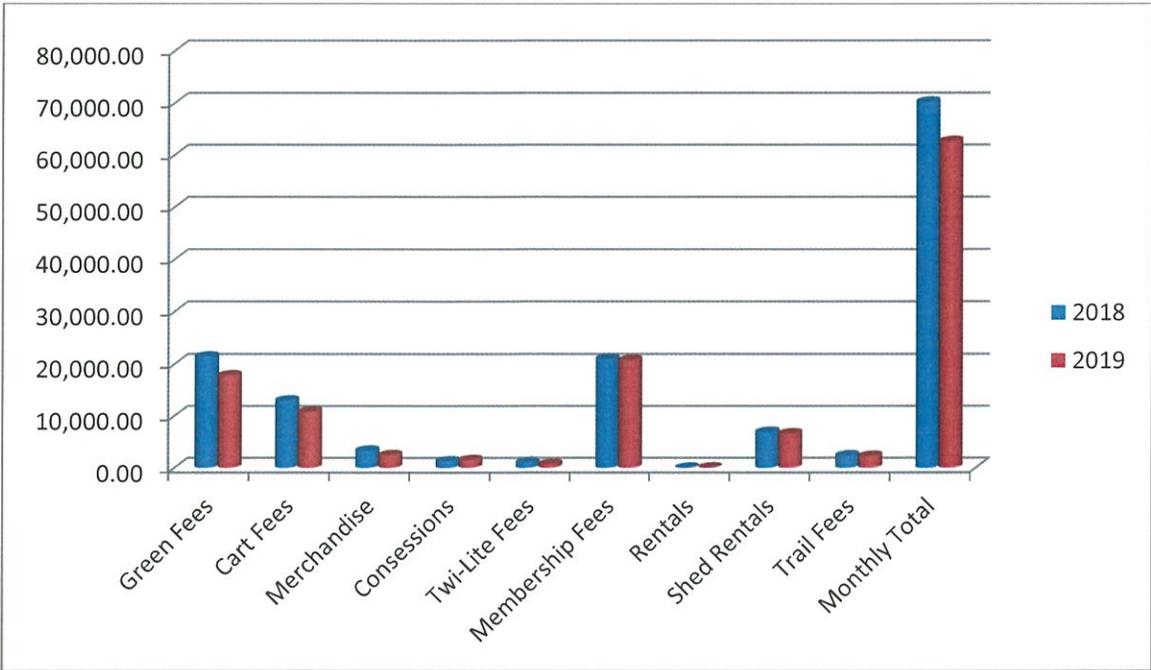
---

- 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.
- Applied 6,000 lbs. of fertilizer on the fairways and rough.
- The majority of the month of June was spent cleaning limbs off the golf course, we had three different wind storms come through in June. We lost 10 to 12 trees during these different storms, the majority of the trees were elms trees and did not affect the play of the course. We did lose two pretty good-sized pecan trees on #3 that uprooted and did open up the hole from the blue tee box. We also had numerous large pecan limbs that affected a couple of the holes. The golf course staff along with many members from the Golf Association spent several weeks cutting up trees and hauling limbs. After the golf course crew gets finished with their regular mowing schedule they get back on the course and pick up limbs.

## JUNE TOURNAMENTS:

- June 1 – High School Fund-Raiser Three-Person Scramble, 90 golfers.
- June 27 – Curtis Bozarth Senior Classic, 54 golfers.
- June 29 & 30 – “Show Me The Money” Two-Person, 120 golfers.

# Hancock Park G.C. June Revenue Comparison 2018 and 2019



. B

# Memo



To: Finley deGraffenried, City Manager, Honorable Mayor and City Council  
From: Lewann Turner, Court Clerk  
Date: Thursday, July 18, 2019  
Re: Monthly Report June 2019

---

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	194
Convictions	120
Compliance Dismissals	44
Hrs. Community Service Completed	279
Total Dollar Amount CS	\$3,481.05
Waived for Indigency	\$491.00
Total Collected	\$40,543.94
Total kept by City	\$27,626.95

## CITY SECRETARY DEPARTMENT/ JUNE 2019 MONTHLY REPORT

---

### City Secretary Brief Monthly Overview

- Post Board and Committee meetings' agendas
- Assisted the Accountant(s) with payroll checks and Employee Longevity checks
- Assist, as needed, with the Building & Planning Department
- Attend weekly Director's meetings; attended and took minutes of June 10 & 17 regular Council meetings and the June 17 Town Hall meeting; attended the second day of the stakeholder meetings with HALFF & Associates
- Participated in the interview process for the Fire Chief position held on June 14
- Processed (4) Open Records Requests
- HR Department responsibilities

### Becky Sims, Assistant City Secretary

- Works with and supports the City Manager, Assistant City Manager, City Secretary, Building Official and Directors on various projects as needed
- Building Department Responsibilities, responsible for Planning & Zoning administration
- Prepared City Council Packets and Planning & Zoning Packets
- Attended the June 10 & 17 regular Council meetings; attended and took minutes of the June 6 P&Z meeting; attended the June 17 Town Hall meeting; attended the two-day stakeholder meetings with HALFF & Associates.
- Participated in the interview process for the Fire Chief position held on June 14

### Vicki Tower, Adm. Secretary

- Assist the City Manager, Assistant City Manager, City Secretary, Assistant City Secretary, Building Official and Directors with daily operations
- Cross training in Human Resources; working on final detail of the salary study information; assists with records management
- Attended & took minutes of the June 19 LEDC meeting; June 17 Town Hall meeting; and June 20 Parks Board meeting
- Monthly Newsletter; posts Council minutes on website; posts LEDC, Parks, Airport & CIP agenda and minutes on website
- Assist with handling the reservations and rentals of Hancock Park Pavilion and Ruth Eakin Outdoor Theater
- Maintains inspection and registration process for all City vehicles
- Attended a required TMCCP seminar June 12 -14 in League City

### Ramon Canada, Custodian

- Provided custodial services and minor maintenance to the City Administration Building, Municipal Court, Police Department and City Library.

### Personnel Information—

- 115 Fulltime positions & 16 Part-time positions; there are presently 3 F/T & 1 P/T vacancies: Police Officer (2), WWW Utility Maintenance Technician & Part-time Custodian; also accepting applications for Part-time Firefighters.
- With the resignation of Derek Smith, Firefighter, effective June 21, Sharla Smith was promoted to his position as Driver/Pump Operator and Morris Wilkins was promoted from P/T to F/T Firefighter to fill her spot
- New Fire Chief, Jeffry Smith, started on July 15
- Jeffrey Phillips resigned as Police Officer and his last day was July 15



To: Finley deGraffenried, City Manager  
From: Sammy Bailey, Chief of Police  
Date: June 5, 2019  
Ref: City Council May 2019 Monthly Report

- L.C.R.A. Community Development Grant is moving along with a plaque completed and estimates sought.
- Lt. Montgomery applied for grant funds for the completion of the Step Grant.
- We hosted a Child Safety Seat Check with Kids Safe and TX DOT for summer travels and our child safety seat tech. recertification.
- Chief Bailey and CPAAA had a great time as volunteers at the Atlas 4000, rest station in Izoro.
- Asst. Chief Cummings and Lt. Boswell taught a Junior Crime Investigator class for the Lampasas County Higher Education Center.
- Patrol Officer Dustin Roscoe represented us well at the Library Show and Tell event.
- Three CPAAA members joined City Crews, in traffic flagger/Traffic Control Safety Certification training.

Statistics compared to June 2018:

- Total cases reported continue to rise with a 21.32% increase, total cases cleared show a 24.83% increase, and 5.05% increase in incidents reports.
- Total department contacts have a 20.44% increase; (adult arrest 347, juvenile referrals 41, warrants/capias 267, traffic citations 1167, warnings 3481).
- DWI's: 64.7% increase. Drug Possession Charges: 26.38% increase. Juvenile Tobacco: 140% increase. Field Contacts: 60% increase. Public Relations 22.22% increase.
- Accidents show a 10.60% increase (major 14.28% decrease, minor 13.78% increase).
- Code Enforcement 16.40% increase. One search warrant executed, follow-up continues.
- Calls for service 1.49% increase, telephone calls 160.08% increase, Escorts 3.59% increase, Motorist assist 7.41% increase, 10.33% increase in 911 calls.
- This month, three persons were in behavioral crisis and one was placed in emergency detention.
- Communications Supervisor/Records Clerk Kelli Sanguinet processed 39 open records request this month and 216 for the year.
- Animal Control Officer Joe Schwartzer had a 1.33% decrease in calls with 4.22% increase in impounds.
- CPAAA volunteer hours increased by 238.04%.
- Animal Shelter Supervisor Kasey Schwartzer reports the shelter took in 69 dogs (20 city/49), county, 140 cats (65 city/75 county), and 5 other animal (3 city 2 county). Adopted out 12 animals, returned to owner 17, and sent 22 to rescues.
- The new hire from May, Tracie Martin, resigned due to shift work being too difficult on her family. Delana Fritz was made a conditional offer of employment to start in August.
- S.R.O. Eric Hernandez and his wife, Ashley, had a son, Caleb James, on 06/19/2019 at 11:44 p.m. and S.R.O. Will Sneed and his wife, Laurie, had a son, Walker Brooks, on 06/20/2019 at 2:21 p.m. All are doing well.
- S.R.O. Sergeant Phillips resigned his position effective July 16, 2019 to accept a position with the Burnet Police Department, as a Burnet S.R.O. His reasons for leaving are a considerable increase in salary and his residency in Burnet.
- Sgt. Steve Sheldon requested to move to the school as the S.R.O. Sergeant and will do so August 5, 2019. July 16, we will interview to fill the Patrol Sergeant position.

- This will leave us with two openings, we have limited applications to select from, we are continuing to seek qualified applicants.

We are Spring Ho ready and look forward to the week of events.



# MEMO

Date: June 19, 2019

To: Finley deGraffenried, City Manager

*YMN*  
From: Yvonne Moreno, Finance Director

RE: Monthly Report for June 2019

## Finance Department:

- \* Working on departmental budgets and budget modifications.
- \* Reviewed all Journal entries.
- \* Setup Pool employees
- \* Accounts Payables processing is on a regular schedule and bills are processed on a weekly basis ensuring that our expenses are stated in a timely manner.
- \* All payments for the 2016 CO projects are transferred from TexPool Prime to Bancorp South to cover those invoices. Total paid as of June 30<sup>th</sup> is \$4,266,522.06. Interest earned for June was \$3,629.56.
- \* Sales Tax for June was \$158,475 which is an increase of 11.20% over June of 2018.
- \* Reconciled 18 bank accounts
  - Processed 379 Accounts Payable Checks
  - Processed Bi-Weekly Payroll and Longevity Checks

## Utility Department:

- The Electric billing for June was 23% lower than what was billed in June 2018. The Water billing for June 2019 was 15% lower than what was billed in June 2018.
- May Statistics for the department:

Total Water Customers	3,457
Total Wastewater Customers	2,778
Total Electric Customers	4,677
Residential Garbage Customers	2,681
Connects:	47
Disconnects:	52
Read In/Read Out:	42
Disconnects for Non-Pay:	8 (6 Reconnected)

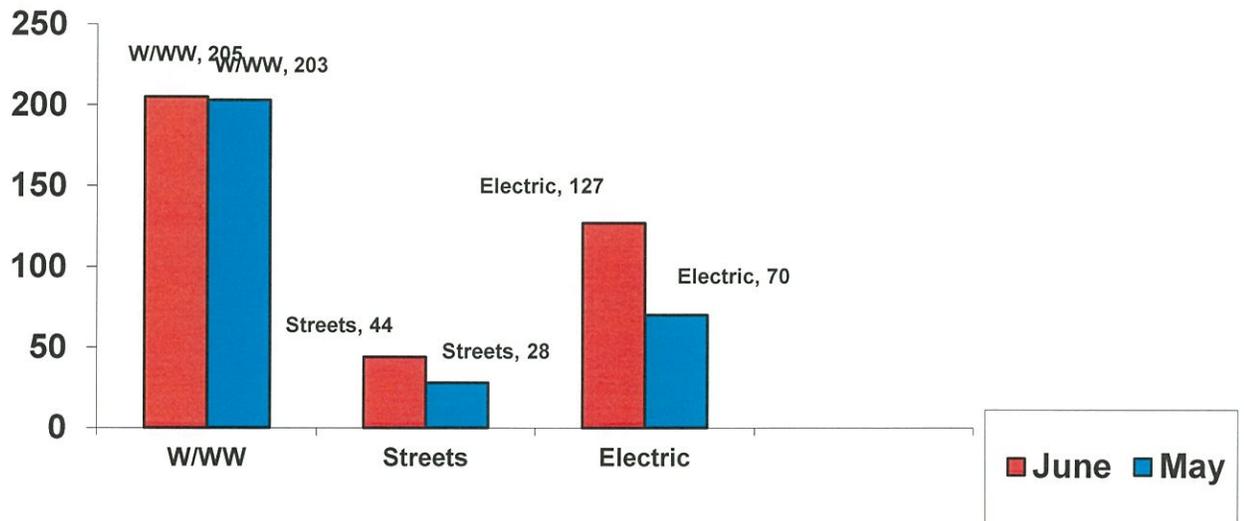
*J. de G.*



Public Works

JULY 2019

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



Work Order Summary:

Received: 376

Completed: 341

Voids: 6

# Memo



To: Rickie Roy  
From: Flint Geagley  
Date: July 2, 2019  
Re: June Activities

---

This month's activities involved:

- Received a total of 127 work orders and completed 121.
- Continue building lines in Stone Valley, started Spring Ho prep, Kids Day at the Library, had flagging school, CPR class and 1 employee go to climbing school
- Connected: 7 upgrades (most due to storm), 4 new services, and 8 temps
- Set 3 poles: 2 due to storm and 1 hit by vehicle
- Overtime: Received 14 callouts – 2 vehicle wreck, 7 no power (storm), 4 no power (tree) and 1 on customer side
- Activities for the Year 2018 - 2019:
- Pole Inspection replacement: total 389 poles, have replaced 251 poles
- New Jail House: Set transformer and connected primary underground (secondary underground service is left) 90% complete
- Stone Valley: Completed replacing poles on south side, constructing lines in Stone Valley
- Burger King: Completed upgrade of poles in alley and have transformer ordered
- Assisted Living Hwy 281South: ordered transformer

# Memo



Street Department

To: Rickie Roy  
From: Carlos Garcia  
Date: Thursday, July 18, 2019  
Re: June Monthly

---

Mr. Roy,

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

- 1) We completed several utility patch repairs.
- 2) We have been tree trimming and clearing line of sight issues.
- 3) We have been running the sweeper as we can.
- 4) Street – Total Work Orders = 44, Total Complete = 25, Total Outstanding = 19, Total Void = 1

For the month of July, we will be continuing routine road and patching repair. The street department will be mowing and weed eating drains and right-a-ways. We will also be preparing for Spring ho.



## Water/Wastewater Department

To: Rickie Roy Public Works Director

From: Van Sims Water/Wastewater Operations Manager

Date: July 10, 2019

RE: June 2019 W/WW Operations Monthly Report

---

### Summary of Activities:

- **Operation of Wastewater Treatment Plant.**

1. Daily cleaning of treatment units.
2. Daily, weekly, and monthly TCEQ and Windsor compliance sampling.
3. Daily operational tests and observations completed.
4. Maintenance of equipment was performed as scheduled.
5. Completed bio-monitoring.
6. Ran press- hauled 14 dumpsters.

- **Operation of Water Distribution System**

1. Daily chlorine residuals taken, Bi Weekly Mono-Chlorine, Ammonia, and nitrite test completed
2. Monthly Bac-T samples collected (10) all passed, 1 construction sample & 1 special (all passed).
3. Dead-end lines were flushed.
4. 8 leaks were reported and repaired.

- **Operation of Wastewater Collection System**

1. Performed preventative maintenance at problem locations with Vactor
2. Cleared 7 sewer stoppages.
3. Repaired 1 sewer line.

- Total work orders completed = 234

- 31 – Locate Work Orders
- 19- Customer service calls ( no water, low pressure, discolored water, possible leaks)

# Memo

To: Finley deGraffenried, City Manager  
Gary Cox, Assistant, 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, Assistant City Secretary  
Frank Ellett, Building Official

Date July 2019

Re: Monthly Report, June 2019

**ACTIVITIES:**

**JUNE 2019**

PROJECT SEGMENT - DESCRIPTION	# OF SEGMENTS	VALUATION	FEE
BLD - BUILDING	6	230,000.00	2,291.70
CO - CERTIFICATE OF OCCUPANCY	6	0.00	0.00
ELE - ELECTRICAL	29	0.00	2,294.50
MEC - MECHANICAL	13	11,945.00	685.00
PLB - PLUMBING	13	0.00	655.00
POOL - SWIMMING POOL	1	43,500.00	25.00
REM - REMODEL/ADDITION	15	232,029.25	1,205.00
SIGN - SIGN	6	5,060.00	205.00
SPRINK - SPRINKLER	1	4,250.00	65.00
*** TOTALS ***	90	526,784.25	7,426.20

\*\*\*\* *HB 852 went into effect prohibiting cities from calculating residential building permit fees based on evaluation of project.*

- Electrical outages/damages due to storms

**JUNE 2018**

PROJECT SEGMENT - DESCRIPTION	# OF SEGMENTS	VALUATION	FEE
BLD - BUILDING	5	760,000.00	3,536.92
CO - CERTIFICATE OF OCCUPANCY	4	0.00	0.00
ELE - ELECTRICAL	22	2,500.00	6,636.00
FENCE - FENCE	1	3,200.00	45.00
MEC - MECHANICAL	7	0.00	302.50
PLB - PLUMBING	12	0.00	440.00
POOL - SWIMMING POOL	1	40,000.00	225.00
REM - REMODEL/ADDITION	12	1,449,204.59	660.00
SIGN - SIGN	2	0.00	60.00
SPRINK - SPRINKLER	2	4,400.00	55.00
*** TOTALS ***	68	2,259,304.59	11,960.42

# Lamparas Fire Department

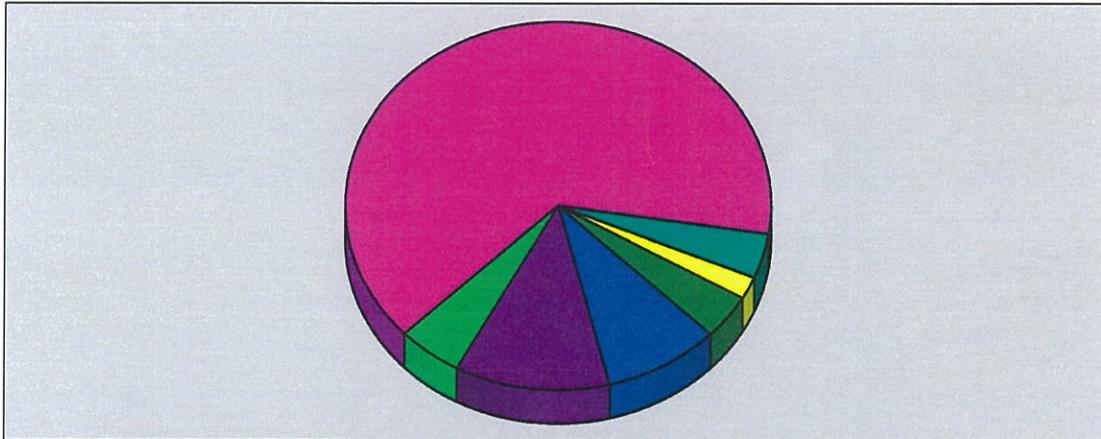
Lamparas, TX

This report was generated on 7/18/2019 12:09:52 PM



## Major Incident Types by Month for Date Range

Start Date: 06/01/2019 | End Date: 06/30/2019



<span style="color: green;">■</span> False Alarm & False Call	<span style="color: pink;">■</span> Rescue & Emergency Medical Service Incident
<span style="color: blue;">■</span> Fire	<span style="color: teal;">■</span> Service Call
<span style="color: purple;">■</span> Good Intent Call	<span style="color: yellow;">■</span> Severe Weather & Natural Disaster
<span style="color: lightgreen;">■</span> Hazardous Condition (No Fire)	

INCIDENT TYPE	JUN	TOTAL
False Alarm & False Call	4	4
Fire	9	9
Good Intent Call	12	12
Hazardous Condition (No Fire)	5	5
Rescue & Emergency Medical Service Incident	66	66
Service Call	4	4
Severe Weather & Natural Disaster	2	2
<b>Total</b>	<b>102</b>	<b>102</b>

Only REVIEWED incidents included



emergencyreporting.com  
Doc Id: 495  
Page # 1

*Jed*

# Lampasas Fire Department

Lampasas, TX

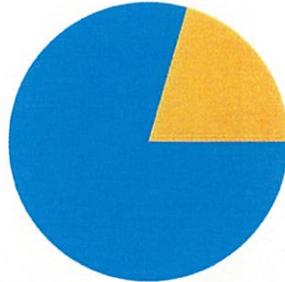
This report was generated on 7/18/2019 12:12:29 PM



## Count of Incidents by Incident Type per Zone

Incident Status: Reviewed | Start Date: 06/01/2019 | End Date: 06/30/2019

% of Incidents per Zone



■ City Limits - City Limits  
■ County - County

INCIDENT TYPE	# INCIDENTS	% of TOTAL
<b>City Limits - City Limits</b>		
111 - Building fire	1	0.98%
118 - Trash or rubbish fire, contained	1	0.98%
311 - Medical assist, assist EMS crew	49	48.04%
320 - Emergency medical service, other	1	0.98%
322 - Motor vehicle accident with injuries	1	0.98%
324 - Motor vehicle accident with no injuries.	6	5.88%
412 - Gas leak (natural gas or LPG)	1	0.98%
413 - Oil or other combustible liquid spill	1	0.98%
440 - Electrical wiring/equipment problem, other	1	0.98%
444 - Power line down	1	0.98%
445 - Arcing, shorted electrical equipment	1	0.98%
541 - Animal problem	1	0.98%
551 - Assist police or other governmental agency	1	0.98%
553 - Public service	1	0.98%
561 - Unauthorized burning	1	0.98%
611 - Dispatched & cancelled en route	6	5.88%
671 - HazMat release investigation w/no HazMat	1	0.98%
700 - False alarm or false call, other	1	0.98%
736 - CO detector activation due to malfunction	1	0.98%
745 - Alarm system activation, no fire - unintentional	2	1.96%
800 - Severe weather or natural disaster, other	1	0.98%
815 - Severe weather or natural disaster standby	1	0.98%
<b>Zone: City Limits - City Limits Total Incident:</b>	<b>81</b>	<b>79.41%</b>
<b>County - County</b>		
111 - Building fire	1	0.98%
130 - Mobile property (vehicle) fire, other	1	0.98%
138 - Off-road vehicle or heavy equipment fire	1	0.98%
142 - Brush or brush-and-grass mixture fire	1	0.98%

Report shows count of incidents for Status selected.



emergencyreporting.com  
 Doc Id: 1390  
 Page # 1 of 2

143 - Grass fire	2	1.96%
150 - Outside rubbish fire, other	1	0.98%
311 - Medical assist, assist EMS crew	4	3.92%
322 - Motor vehicle accident with injuries	3	2.94%
324 - Motor vehicle accident with no injuries.	2	1.96%
611 - Dispatched & cancelled en route	5	4.90%
Zone: County - County Total Incident:	21	20.59%
<b>TOTAL INCIDENTS FOR ALL ZONES:</b>	<b>102</b>	<b>100%</b>

Report shows count of incidents for Status selected.



**THIS PAGE INTENTIONALLY LEFT BLANK**

City of Lampasas

M E M O

To: Mayor and City Council  
From: Finley deGraffenried  
Re: Manager's Report  
Date: 19 July 2019

- PID** City staff were invited to meet with County representatives regarding the inquiry from a developer regarding infrastructure funding through a Public Improvement District. The mechanism is promulgated in Chapter 372, Texas Local Government Code, and is a tool infrequently used by Counties for developments in typically suburban areas. Although the County will review the developers' petition per the Statute, many issues related to public dedications, water availability and CCN, may render a finding that would not support the creation of a PID. Additionally, the County appears to have an interest in reviewing their subdivision regulations and may ask City staff for comment or input.
- Comp Plan** Staff discussed the timing of upcoming meetings with consultants from Halff this week. Staff reinforced the need to provide adequate publication and notification to meet the City's community engagement goals. Based on the discussion, two meeting dates, in late August, will be set to accommodate two additional focus group meetings, an Advisory Committee Meeting, and a Community Open House. Potential dates are August 28 and 29, however; those dates will only be scheduled after determining the time required for printing promotional materials, and receiving final modifications to the Community Survey. Attached are drafts of the postcard mailer and Community Survey for Council review and comment.
- Certified Roll** The City has received the Lampasas Appraisal District Certified Roll. The Value aligns with the Estimate at approximately \$440,000,000.00 in taxable value, or about a 3.5% increase from the Certified Roll valuation in 2018. Staff has included the Certification as an attachment.
- Senator Buckingham** Senate District 24 staff has reached out to city staff, and other entities, through the attached email, requesting updates and ongoing communication with Senator Buckingham's office. Staff believes Ms. Speidel would welcome your direct contact, and if Council prefers a common message be sent to State Officials, staff would be happy to facilitate.

Police News

Chief Bailey reports that Jacob Hummer has been appointed to the position of Sargent. The vacancy was created by the resignation of Sargent Phillips who accepted a position with the City of Burnet. Sargent Sheldon will also change duties to full-time SRO. Sammy also reports that over 325 folks came by the PD Snow-Cone booth during Spring Ho for Cone with a Cop.

Pole Audit

Staff has solicited a proposal for a utility pole audit and franchise agreement review of telecoms that are connected to City infrastructure. The Agreements themselves are dated and in need of review for market cost increases and validation of the number of connections. Generally, the attaching entities are responsible for reimbursement of the audit costs to the City, but only to the extent it is necessary to determine franchise costs.

**DRAFT**

YOUR OPINION MATTERS!  
PLEASE TAKE OUR  
COMMUNITY SURVEY!



CITY OF \_\_\_\_\_  
**LAMPASAS**  
\_\_\_\_\_ TEXAS

## COMPREHENSIVE PLAN

All who live and/or work in  
Lampasas are invited to take a survey  
and participate in an open house  
meeting to learn about, provide your  
feedback, and collaborate with others  
on the future of Lampasas!

For more information please contact  
Finley deGraffenried, City Manager  
at [finley@cityoflampasas.com](mailto:finley@cityoflampasas.com) (512) 734-6375

Visit the City of Lampasas website

or [www.surveymonkey.com/r/](http://www.surveymonkey.com/r/LampasasComplan)

[LampasasComplan](http://www.surveymonkey.com/r/LampasasComplan)

to take our online survey by

**AUGUST**

**14, 2019**

Completing the survey by August 5th enters  
you in a drawing to win a \$100 xxxx gift card!

Please Join Us!

Come to our meeting

**AUGUST**

**6, 2019**

@ The Hostess House

1406 Hwy. 281 S., Lampasas, TX

Open House: 5:30 - 7:30 pm

Hard copies of the survey are available at  
City Hall.

## Lampasas Comprehensive Plan

Please help the City of Lampasas by providing your feedback as we begin preparing our comprehensive plan. Your answers will help direct the City's growth for the next 20 years!

Do you feel that Lampasas is on the right track with recent growth and development?

- Right track
- Wrong track
- Not sure

Are you male or female?

- Male
- Female

**DRAFT**

What is your approximate age?

- Under 20
- 20-34
- 35-44
- 45-54
- 55-64
- 65 years old or older

If you are a resident, please tell us in your own words why you chose to live in Lampasas.

How long have you lived in Lampasas?

- Under 1 year
- 1-3 years
- 4-7 years
- 8-10 years
- 11-20 years
- More than 20 years
- I do not live in Lampasas

In what area of Lampasas do you live? (Include City Map)

Do you have any children under the age of 19 living in your home? Check all that apply. Leave blank if you do not live in the City of Lampasas.

No children

Children ages 10-14

Children under age 5

Children ages 15-19

Children ages 5-9

How satisfied are you with the City of Lampasas? (Very Satisfied, Satisfied, Dissatisfied, Very Dissatisfied)

	Very satisfied	Satisfied	Dissatisfied	Very dissatisfied	No opinion
As a place to live	<input type="radio"/>				
As a place to raise a family	<input type="radio"/>				
As a place to do business	<input type="radio"/>				
As a place to work	<input type="radio"/>				
As a place to retire	<input type="radio"/>				
Overall quality of City services	<input type="radio"/>				
Overall quality of residential development	<input type="radio"/>				
Overall quality of commercial development	<input type="radio"/>				
Overall quality of life	<input type="radio"/>				

*DRAFT*

How satisfied are you with the City of Lampasas' performance for each of the following areas? (Very Satisfied, Satisfied, Dissatisfied, Very Dissatisfied)

	Very satisfied	Satisfied	Dissatisfied	Very dissatisfied	No opinion
Encouraging economic growth	<input type="radio"/>				
Controlling quality of development	<input type="radio"/>				
Encouraging citizen involvement	<input type="radio"/>				
Listening to citizens	<input type="radio"/>				
Developing a future vision for the community	<input type="radio"/>				
Managing City funds	<input type="radio"/>				
Value of taxes paid	<input type="radio"/>				
Maintaining quality of life	<input type="radio"/>				
City government transparency and communication	<input type="radio"/>				

DRAFT

How satisfied are you with each of the services listed below?

	Very Satisfied	Satisfied	Neutral	Somewhat Dissatisfied	Dissatisfied
Parks	<input type="radio"/>				
Trails	<input type="radio"/>				
Recreational services and programs	<input type="radio"/>				
Senior services and programs	<input type="radio"/>				
Library services and programs	<input type="radio"/>				
Community events	<input type="radio"/>				
Fire protection	<input type="radio"/>				
Police protection	<input type="radio"/>				
Emergency medical services	<input type="radio"/>				
Traffic enforcement	<input type="radio"/>				
Street maintenance and repair	<input type="radio"/>				
Sidewalk maintenance and repair	<input type="radio"/>				
Water / wastewater services	<input type="radio"/>				
Storm drainage / flood protection	<input type="radio"/>				
Trash / recycling	<input type="radio"/>				
Code enforcement	<input type="radio"/>				
Animal control	<input type="radio"/>				
Electric Utility	<input type="radio"/>				

**DRAFT**

Of the following quality of life factors, pick a minimum of three (3) which are the most important to your family?

- |   |   |
|---|---|
| <input type="checkbox"/> Housing affordability  | <input type="checkbox"/> Parks and recreational opportunities |
| <input type="checkbox"/> Schools and education  | <input type="checkbox"/> Healthcare                           |
| <input type="checkbox"/> Employment opportunity | <input type="checkbox"/> Overall cost of living               |
| <input type="checkbox"/> Safe neighborhoods     | <input type="checkbox"/> Shopping/Retail options              |
| <input type="checkbox"/> City services          | <input type="checkbox"/> Community Character/Identity         |

How important is it for the City of Lampasas to address the following transportation issues in the near future? (Very Important, Important, Undecided, Not Important, Not Important At All)

	Very important	Important	Undecided	Somewhat important	Not important at all
Traffic congestion	<input type="radio"/>				
Street condition and maintenance	<input type="radio"/>				
Safety	<input type="radio"/>				
Pedestrian & Bicycle accommodation (e.g., sidewalks, crosswalks, trails, etc.)	<input type="radio"/>				
Public transportation	<input type="radio"/>				
Wayfinding signage (i.e., small signs identifying locations of important civic buildings and destinations)	<input type="radio"/>				
Parking in downtown	<input type="radio"/>				
Roadway loop around Lampasas	<input type="radio"/>				

Other (please specify)

Do you work in Lampasas?

- |   |  |
|---|--|
| <input type="radio"/> Yes                             | <input type="radio"/> No, but work outside Lampasas County |
| <input type="radio"/> Yes, work from home             | <input type="radio"/> No, retired                          |
| <input type="radio"/> No, but work in Lampasas County | <input type="radio"/> No, stay at home/do not work         |

If you work outside the home, what is the zip code of your work address?

**DRAFT**

How important is it for the City of Lampasas to address the following issues in your neighborhood in the near future?

	Very Important	Important	Undecided	Somewhat Important	Not Important At All
Improving the overall condition of housing	<input type="radio"/>				
Increasing code enforcement	<input type="radio"/>				
Infill of vacant housing or lots	<input type="radio"/>				
Improving the condition of streets/sidewalks	<input type="radio"/>				
Improving or adding sidewalks/places to walk	<input type="radio"/>				
Reducing the speed of traffic within my neighborhood	<input type="radio"/>				
Providing additional parks or recreation amenities in close proximity	<input type="radio"/>				
Reducing crime	<input type="radio"/>				
Addressing stray animals	<input type="radio"/>				
Reducing the speed of traffic within my neighborhood	<input type="radio"/>				

*DRAFT*

How important are the following quality of life factors to you?

	Very Important	Important	Undecided	Somewhat Important	Not Important At All
Aesthetics/appearance of development	<input type="radio"/>				
Ability to walk to shops and restaurants	<input type="radio"/>				
Parks, trails and resources for recreation	<input type="radio"/>				
Demographic Diversity	<input type="radio"/>				
Affordable housing	<input type="radio"/>				
Available jobs	<input type="radio"/>				
Employee compensation	<input type="radio"/>				
Taxes	<input type="radio"/>				
Quality of public schools	<input type="radio"/>				
Parking availability	<input type="radio"/>				
Ability to take an active role in the community	<input type="radio"/>				

In Downtown Lampasas, what are the three (3) most important things needed to encourage more investment and vitality in the area?

- |   |  |
|---|--|
| <input type="checkbox"/> Improved lighting                          | <input type="checkbox"/> Public safety   |
| <input type="checkbox"/> More people living in downtown or close by | <input type="checkbox"/> Enhanced streetscape (sidewalks, street trees, benches, etc.) |
| <input type="checkbox"/> Better entertainment options               | <input type="checkbox"/> Preservation of historic buildings                            |
| <input type="checkbox"/> Event space                                | <input type="checkbox"/> Employment/office space                                       |
| <input type="checkbox"/> Improved vehicular parking                 |  |

*DRAFT*

How strongly do you agree or disagree with the following statements.

	Strongly agree	Agree	No opinion	Disagree	Strongly disagree
I'm satisfied with the parks in my neighborhood	<input type="radio"/>				
I feel that parks help strengthen our City economically	<input type="radio"/>				
I believe that the City needs a greater amount of park land, trails and greenspace	<input type="radio"/>				
I believe that the City should more fully develop the park land, trails and greenspace that it already owns	<input type="radio"/>				
I'm willing to pay additional City taxes to see new parks and recreational amenities developed or expanded	<input type="radio"/>				

**DRAFT**

What concerns you most about the future of Lampasas?

- Loss of character
- Increased housing prices
- Traffic
- Other (please specify)
- Unmanaged growth
- Loss of open space/natural resources

Name one place you have visited or lived that you wish Lampasas could be more like, and please explain why.

If you have any additional comments not addressed by this survey, please provide those comments here:

Where do you learn / find out the latest information regarding the City of Lampasas?

- Local Television News
- Website
- Facebook
- Twitter
- E-newsletter
- Newspaper
- Television
- YouTube
- Other (please specify)

If you wish to be entered into a drawing to win one of three \$100 gift cards, please enter your email address below.

This is the end of the Comprehensive plan survey. Thank you for sharing your time with us!

**DRAFT**

# LAMPASAS CENTRAL APPRAISAL DISTRICT

## Board of Directors

Mike Kriegel, Chairman  
Tom Casbeer, Vice Chairman  
Paul Wilborn, Secretary  
Ross Oliver  
Marshal Brewer



P.O. Box 176  
Lampasas, TX 76550

TELEPHONE:  
512-556-8058  
512-556-8138

FAX: 512-556-4660

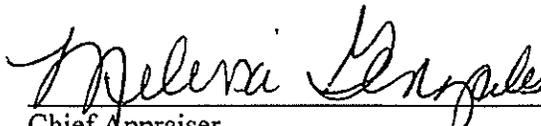
## CERTIFICATION OF 2019 APPRAISAL ROLL FOR LAMPASAS CITY

"I, Melissa Gonzales, Chief Appraiser for the Lampasas Central Appraisal District, solemnly affirm that the following is that portion of the approved appraisal roll of the Lampasas Central Appraisal District which lists property taxable by Lampasas City and constitutes the appraisal roll for Lampasas City."

### 2019 APPRAISAL ROLL INFORMATION

TOTAL MARKET VALUE	\$ 506,231,070
TOTAL TAXABLE VALUE	\$ 439,307,980
VALUE UNDER PROTEST	\$ 18,195,680
TAXABLE VALUE UNDER PROTEST	\$ 18,069,070

TOTAL PARCELS 4,447

  
\_\_\_\_\_  
Chief Appraiser

7/18/19  
\_\_\_\_\_  
Date

\_\_\_\_\_  
Received By

\_\_\_\_\_  
Date

2019 HISTORY VALUE RECAP

CITY OF LAMPASAS (CL.A)

Category	Value	Items	Exempt Value		
HS Real:	68,631,130	3,231	5,075,420		
Non-HS Real:	33,214,170	517	5,418,390		
Production Market:	5,219,760	101	0	Total Land Mkt Value:	107,065,060
HS Improvements:	239,121,460	2,710	1,322,670		
New HS Improvements:	6,886,050	103	0		
Non-HS Improvements:	86,831,220	382	5,508,470		
New Non-HS Improvements:	1,756,110	15	0	Total Imps Mkt Value:	334,594,840
HS Personal:	265,240	28	0		
New Personal:	58,490	3	0		
Non-HS Personal:	64,245,840	482	1,259,290		
New Non-HS Personal:	1,600	1	0	Total Pers Mkt Value:	64,571,170
<b>Total Real Market:</b>	<b>506,231,070</b>	<b>7,573</b>			
MN Value:	0	0			
MN Inv. Value - Real:	0	0			
MN Inv. Value - Personal:	0	0			
<b>Total Mineral Mkt:</b>	<b>0</b>	<b>0</b>		Total Mineral Mkt:	0
Land Timber Gain:	0	0		<b>Total Market Value:</b>	<b>506,231,070</b>
Production Market:	5,219,760	101			
Land Ag 1D Value:	0	0			
Land Ag 1D1 Value:	58,450	101			
Land Ag Tim Value:	0	0			
<b>Productivity Loss:</b>	<b>5,161,310</b>	<b>101</b>		Total Market Taxable:	501,069,760
Less Real Exempt Property:	18,584,240	284			
Less \$500 Inc. Real Personal:	10,460	34			
Other Freeport:	0	0			
Other Allocation:	0	0			
Other Goods In Transit:	0	0			
Other MultiUse:	0	0			
Less Real/Pers Abatements:	652,740	3			
Less 10% Cap Loss:	1,698,500	232			
Less Min Exempt Property:	0	0			
Less \$500 Inc. Mineral Owner:	0	0			
Less TNRCC:	0	0			
Less Min Abatements/VLA:	0	0			
Less Min Freeports/Int State Com:	0	0			
Less Min Unknowns:	0	0			
Less Protest Value:	18,195,680	63			
<b>Total Losses:</b>	<b>44,302,930</b>				
<b>Total Appraised:</b>	<b>461,928,140</b>			Total Appraised:	461,928,140
<b>Reimbursable Exemptions</b>					
Homestead H.S:	0	0			
Senior S:	0	0			
Disable B:	0	0			
DV 100%:	10,701,810	71			
<b>Total Reimbursable:</b>	<b>10,701,810</b>	<b>71</b>			
Local Discount:	0	0			
Disable Veteran:	1,203,820	111			
Optional 65:	10,714,620	726			
Local Disable:	0	0			
State Homestead:	0	0			
<b>Total Exemptions:</b>	<b>22,620,250</b>				
<b>Net Taxable Value:</b>	<b>439,307,890</b>			Net Taxable Value	439,307,890

\*\*\*\* Freeze Totals: (This is only for Effective Tax Rate Calculation)

Total Ceiling Tax: 254,411.56  
 Total Freeze Taxable: - 74,192,190  
 New Imp/Pers with Ceiling: + 239,250

\*\*Freeze Adjusted Taxable: 365,354,950 \*\*This number DOES NOT represent any Jurisdiction's Certified Taxable Value\*\*

Estimated Total Levy: ((Net Taxable Value - Total Freeze Taxable + New Imp/Pers with Ceiling) \* Tax Rate / 100) + Total Ceiling Tax  
 or (Freeze Adjusted Taxable \* Tax Rate / 100) + Total Ceiling Tax

Count of Homesteads for

H	S	F	B	D	W	O	DV	DV100
692	650	0	33	0	74	5	162	71

H - Homestead	W - Widow
S - Over 65	DV - Disabled Veteran
B - Disabled	O - Over 65 (No HS)

Total Parcels: 4,384  
 Total Owners: 3,388

Special Certified Totals:

Exempt Value of First Time Absolute Exemption: \$9,370  
 Exempt Value of First Time Partial Exemption: \$2,729,550  
 Value Loss Due to New AGT/Timber: \$79,800  
 New Imps/New Pers Market Value: \$8,702,250

2019 HISTORY VALUE RECAP

CITY OF LAMPASAS (C.L.A.)

Combined Recap

Cnt Code	Items	Acres	Total Real	Ag/Timber	Production Mkt	Taxable Land	Total Improvements	Total Personal	Total Mkt Taxable	Total Net Taxable
A1	2,535	1,125.234	48,419,430	0	0	48,419,430	231,707,810	0	280,127,240	254,552,610
A2	46	37.448	724,400	0	0	724,400	641,490	750	1,366,640	1,110,800
A*	2,581	1,162.682	49,143,830	0	0	49,143,830	232,349,300	750	281,493,880	255,663,410
B1	87	61.075	3,066,220	0	0	3,066,220	15,924,090	0	18,990,310	12,871,570
B*	87	61.075	3,066,220	0	0	3,066,220	15,924,090	0	18,990,310	12,871,570
C1	410	308.649	9,441,780	0	0	9,441,780	568,240	0	10,010,020	9,788,480
C2	1	0.309	22,900	0	0	22,900	2,560	0	25,460	25,460
C*	411	308.958	9,464,680	0	0	9,464,680	570,800	0	10,035,480	9,813,940
D1	101	660.829	0	58,450	5,219,760	58,450	0	0	58,450	58,450
D2	2	0.000	0	0	0	0	1,510	0	1,510	1,510
D*	103	660.829	0	58,450	5,219,760	58,450	1,510	0	59,960	59,960
E	20	112.973	1,147,640	0	0	1,147,640	864,520	0	2,012,160	1,853,970
E1	14	13.849	216,650	0	0	216,650	1,020,970	0	1,237,620	850,820
E2	1	1.370	10,550	0	0	10,550	47,710	0	58,260	43,260
E3	6	0.500	3,580	0	0	3,580	53,050	0	56,630	56,630
E*	41	128.692	1,378,420	0	0	1,378,420	1,986,250	0	3,364,670	2,804,680
F1	356	241.573	26,967,160	0	0	26,967,160	65,755,970	0	92,723,130	83,886,010
F2	18	16.758	1,068,450	0	0	1,068,450	10,837,910	0	11,906,360	11,906,360
F*	374	258.331	28,035,610	0	0	28,035,610	76,593,880	0	104,629,490	95,792,370
J2	1	0.000	0	0	0	0	0	1,033,570	1,033,570	1,033,570
J3	3	0.000	0	0	0	0	0	1,999,920	1,999,920	1,999,920
J4	2	0.404	55,120	0	0	55,120	206,200	899,540	1,160,860	1,160,860
J5	4	0.403	12,440	0	0	12,440	0	1,280,640	1,293,080	1,293,080
J6	5	0.000	0	0	0	0	0	62,090	62,090	62,090
J7	3	0.103	14,000	0	0	14,000	96,200	561,040	671,240	671,240
J8	1	0.000	0	0	0	0	0	21,190	21,190	21,190
J*	19	0.910	81,560	0	0	81,560	302,400	5,857,990	6,241,950	6,241,950
L1	402	0.000	0	0	0	0	0	25,378,460	25,378,460	24,237,740
L2	15	0.000	0	0	0	0	0	22,655,940	22,655,940	22,328,460
L*	417	0.000	0	0	0	0	0	48,034,400	48,034,400	46,566,200
M1	32	0.000	0	0	0	0	35,470	322,980	358,450	265,030
M*	32	0.000	0	0	0	0	35,470	322,980	358,450	265,030
O1	8	44.130	181,170	0	0	181,170	0	0	181,170	143,480
O*	8	44.130	181,170	0	0	181,170	0	0	181,170	143,480
S	5	0.000	0	0	0	0	0	9,085,300	9,085,300	9,085,300
S*	5	0.000	0	0	0	0	0	9,085,300	9,085,300	9,085,300
X	1	0.000	0	0	0	0	5,310	0	5,310	0
XB	35	0.000	0	0	0	0	0	10,470	10,470	0
XN	2	0.000	0	0	0	0	0	234,400	234,400	0
XV	280	700.857	10,493,810	0	0	10,493,810	6,825,830	1,024,880	18,344,520	0
X*	318	700.857	10,493,810	0	0	10,493,810	6,831,140	1,269,750	18,594,700	0
Totals:	4,396	3,326.464	101,845,300	58,450	5,219,760	101,903,750	334,594,840	64,571,170	501,069,760	439,307,890

2019 HISTORY VALUE RECAP

CITY OF LAMPASAS (CLA)

Category	Value	Items	Exempt Value		
HS Real:	919,930	30	0		
Non-HS Real:	2,638,430	24	0		
Production Market:	0	0	0	Total Land Mkt Value:	3,558,360
HS Improvements:	2,634,720	26	0		
New HS Improvements:	14,700	1	0		
Non-HS Improvements:	10,519,410	20	0		
New Non-HS Improvements:	290	1	0	Total Imps Mkt Value:	13,169,120
HS Personal:	0	0	0		
New Personal:	0	0	0		
Non-HS Personal:	1,468,200	10	0		
New Non-HS Personal:	0	0	0	Total Pers Mkt Value:	1,468,200
<b>Total Real Market:</b>	<b>18,195,680</b>	<b>112</b>			
MN Value:	0	0			
MN Inv. Value - Real:	0	0			
MN Inv. Value - Personal:	0	0			
<b>Total Mineral Mkt:</b>	<b>0</b>	<b>0</b>		Total Mineral Mkt:	0
Land Timber Gain:	0	0		<b>Total Market Value:</b>	<b>18,195,680</b>
Production Market:	0	0			
Land Ag 1D Value:	0	0			
Land Ag 1D1 Value:	0	0			
Land Ag Tim Value:	0	0			
Productivity Loss:	0	0		Total Market Taxable:	18,195,680
Less Real Exempt Property:	0	0			
Less \$500 Inc. Real Personal:	0	0			
Other Freeport:	0	0			
Other Allocation:	0	0			
Other Goods In Transit:	0	0			
Other MultiUse:	0	0			
Less Real/Pers Abatements:	0	0			
Less 10% Cap Loss:	64,610	5			
Less Min Exempt Property:	0	0			
Less \$500 Inc. Mineral Owner:	0	0			
Less TNRCC:	0	0			
Less Min Abatements/VLA:	0	0			
Less Min Freeports/Int State Com:	0	0			
Less Min Unknowns:	0	0			
Less Protest Value:	0	0			
<b>Total Losses:</b>	<b>64,610</b>				
<b>Total Appraised:</b>	<b>18,131,070</b>			<b>Total Appraised:</b>	<b>18,131,070</b>
<b>Reimbursable Exemptions</b>					
Homestead H,S:	0	0			
Senior S:	0	0			
Disable B:	0	0			
DV 100%:	0	0			
<b>Total Reimbursable:</b>	<b>0</b>	<b>0</b>			
Local Discount:	0	0			
Disable Veteran:	17,000	2			
Optional 65:	45,000	3			
Local Disable:	0	0			
State Homestead:	0	0			
<b>Total Exemptions:</b>	<b>62,000</b>				
<b>Net Taxable Value:</b>	<b>18,069,070</b>			<b>Net Taxable Value</b>	<b>18,069,070</b>

\*\*\*\* Freeze Totals: (This is only for Effective Tax Rate Calculation)

Total Ceiling Tax: 796.76  
 Total Freeze Taxable: - 220,660  
 New Imp/Pers with Ceilings: + 0

\*\*Freeze Adjusted Taxable: 17,848,410 \*\*This number DOES NOT represent any Jurisdiction's Certified Taxable Value\*\*

Estimated Total Levy: ((Net Taxable Value - Total Freeze Taxable + New Imp/Pers with Ceiling) \* Tax Rate / 100) + Total Ceiling Tax  
 or (Freeze Adjusted Taxable \* Tax Rate / 100) + Total Ceiling Tax

Count of Homesteads for

H	S	F	B	D	W	O	DV	DV100
5	2	0	0	0	1	0	2	0

H - Homestead	W - Widow
S - Over 65	DV - Disabled Veteran
B - Disabled	O - Over 65 (No HS)

Total Parcels: 63  
 Total Owners: 48

Special Certified Totals:

Exempt Value of First Time Absolute Exemption: \$0  
 Exempt Value of First Time Partial Exemption: \$0  
 Value Loss Due to New AGT/Timber: \$0  
 New Imps/New Pers Market Value: \$14,990

Combined Recap

Cat Code	Items	Acres	Total Real	Ag/Timber	Production Mkt	Taxable Land	Total Improvements	Total Personal	Total Mkt Taxable	Total Net Taxable
A1	19	7.619	420,760	0	0	420,760	1,686,340	0	2,107,100	2,022,420
A2	1	0.824	53,840	0	0	53,840	46,190	0	100,030	63,100
A*	20	8.443	474,600	0	0	474,600	1,732,530	0	2,207,130	2,085,520
B1	6	31.846	764,150	0	0	764,150	4,701,850	0	5,466,000	5,461,000
B*	6	31.846	764,150	0	0	764,150	4,701,850	0	5,466,000	5,461,000
C1	8	3.242	221,540	0	0	221,540	0	0	221,540	221,540
C*	8	3.242	221,540	0	0	221,540	0	0	221,540	221,540
F1	17	12.799	2,060,380	0	0	2,060,380	6,734,740	0	8,795,120	8,795,120
F*	17	12.799	2,060,380	0	0	2,060,380	6,734,740	0	8,795,120	8,795,120
L1	8	0.000	0	0	0	0	0	1,140,720	1,140,720	1,140,720
L2	2	0.000	0	0	0	0	0	327,480	327,480	327,480
L*	10	0.000	0	0	0	0	0	1,468,200	1,468,200	1,468,200
O1	2	5.890	37,690	0	0	37,690	0	0	37,690	37,690
O*	2	5.890	37,690	0	0	37,690	0	0	37,690	37,690
Totals:	63	62.220	3,558,360	0	0	3,558,360	13,169,120	1,468,200	18,195,680	18,069,070

## Finley deGraffenried

---

**From:** Candyce Speidel <cspeidel3@gmail.com>  
**Sent:** Wednesday, July 17, 2019 4:32 PM  
**To:** randy.hoyer@co.lampasas.tx.us; Misti Talbert; Finley deGraffenried;  
lampasaschamber@sbcglobal.net  
**Subject:** SD24 Status - Interests

### **EXTERNAL email: Exercise caution when opening.**

Hi All,

The work continues!

The 86<sup>th</sup> Legislative Session is in the rearview mirror, and Senator Buckingham has turned her full attention to SD24. She is currently on a mission to visit all 17 counties in her District by the end of August, and she's well into that endeavor and on-target for mission accomplished. (In fact, she visited Lampasas just a couple weeks ago. Thanks for the hospitality!)

Travis, our Chief of Staff conducts weekly conference calls with all SDB staff; and the first questions generally are:

- What's going on in your district; and
- Any hot-button issues?

In an effort to answer those types of questions from either the Senator or our Chief, I am preparing a reference document that identifies:

- Important issues: How can our office be of assistance, and stay current of status.
- Community events: SDB's calendar is often "fluid" and when an opportunity arises, want her to easily find events to attend on days she is available.
- Local interests: Not only concerns, but a snapshot of the community that could include community and/or citizens' accomplishments, community projects, awards, educational achievements, sporting events; basically a neighborhood conversation.

Our next call is Tuesday, got anything that I can help with or report?

We have the best Senate District in Texas, and it's an honor to work with Senator Buckingham as she serves SD24. I really appreciate your help in keeping the Senator apprised of all things SD24!

See you soon,

Candyce Speidel  
District Representative  
Senator Dawn Buckingham  
Cell: 713.861.2132  
Email: [candyce.speidel@senate.texas.gov](mailto:candyce.speidel@senate.texas.gov)

**THIS PAGE INTENTIONALLY LEFT BLANK**

  
City Manager

ITEM NO. 7.1

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

---

---

**Subject:**

Discuss and consider options related to Public Art at City Hall.

Requested By: Finley deGraffenried, City Manager

Submitted By: Robin Gradel, LAFTA

Date Submitted: June 20, 2019

For the Agenda of: July 22, 2019

**Procurement and Funding Statement:**

N/A

Attachments:

---

---

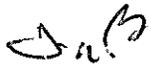
**Summary Statement:**

Last fall City Council approved an art sculpture to be placed in front of City Hall due to the diseased tree being removed. The agreement was for a year, at this time Staff is asking Council's guidance to renew or replace the sculpture "Monarch on a Grass." The artist has provided the City with the option to lease for another year for \$1,000 or purchase the art sculpture for \$4,000.

**Recommendation:**

To consider a motion to renew, replace or purchase the "Monarch on a Grass" sculpture located in front of City Hall.

**THIS PAGE INTENTIONALLY LEFT BLANK**



City Manager

ITEM NO. 7.2

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

---

---

**Subject:**

Discussion and possible action regarding Lampasas County Appraisal District FY 2019/2020 Budget

Requested By: Melissa Gonzales, Chief Appraiser

Submitted By: Finley deGraffenried, City Manager

Date Submitted: July 18, 2019

For the Agenda of: July 22, 2019

**Procurement and Funding Statement:**

For FY 2020 LCAD is proposing collection and appraisal allocation to the City of \$30, 330.11 based on the City's 5.74% of the total levy.

Attachments:

---

---

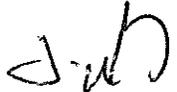
**Summary Statement:**

This is the corresponding action item to the Workshop presentation by the Lampasas County Appraisal District.

**Recommendation:**

To consider a motion to accept the LCAD FY 2019/2020 Budget with recommendations from City Council

**THIS PAGE INTENTIONALLY LEFT BLANK**

  
City Manager

ITEM NO. 7.3

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

---

---

**Subject:**

Discussion and request for approval to accept an estimate provided to repair and paint the exterior of the Lampasas Police Department building, as proposed in a Lower Colorado River Authority (LCRA) Community Development Partnership Grant funding that the department previously received.

Requested By: Sammy Bailey, Police Chief

Submitted By: Sammy Bailey, Police Chief

Date Submitted: July 16, 2019

For the Agenda of: July 22, 2019

**Procurement and Funding Statement:**

We previously received an LCRA Colorado River Authority Community Development Partnership Grant to repair and repaint the interior and exterior of the building, the overall grant is for \$48,000.00 with LCRA providing \$24,000.00 with a 50% match; in-kind materials and labor count as match.

Attachments: Four estimates for repair RJK Construction, RLH Inc., Sixto Rocha Painting, and ASJ Construction, LLC

---

---

**Summary Statement:**

We would like to proceed with the grant project by selecting a company to repair and paint the exterior of our building professionally. We requested and received four (4) estimates regarding mold removal, EIFS repair, caulking removal and replacement, and painting the exterior of the building.

**Recommendation:**

Chief Bailey request to allow ASJ Construction, LLC to complete the exterior repair and painting project of the Lampasas Police Department. ASJ Construction, LLC is a reputable local company and submitted the lowest estimate/proposal of \$13,140.00 to complete the exterior project.

## Sammy Bailey

---

**From:** Sixto rocha <sixtorochapainting1@hotmail.com>  
**Sent:** Monday, July 15, 2019 6:07 PM  
**To:** Sammy Bailey  
**Subject:** Exterior repaint LPD HQ.

**EXTERNAL email: Exercise caution when opening.**

Chief Bailey thanks for giving me the opportunity to bid on your project.

Power wash and bleach \$1400.00

Remove and replace caulk and backing rod on expansion joints and bottom of walls around building, fix damaged stucco \$2500.00

Repaint stucco walls (2) coats with 100% acrylic paint to match existing colors \$11500.00

Total cost labor and materials is \$14900.00

Feel free to call me if you have any questions.

*Sent from my Verizon LG Smartphone*

**RLH INC.  
P O BOX 1211  
LAMPASAS, TEXAS 76550**

**TELEPHONE  
512-556-3535**

**FAX  
512/556-8622**

6/18/2019

Attention: Lampasas Police Department, Sammy Bailey  
Project: Lampasas Police Department exterior painting  
Lampasas, Texas

**Re:**

**Scope of work**

- \*Powerwash exterior stucco
- \*Spray to eliminate mildew growth
- \*Paint exterior stucco
- \*Paint 2 doors and trim
- \*Repair weather stripping on 2 doors

**Total Proposal: \$14,846.00**

\*Remove and replace exterior caulking around perimeter and windows

**Caulking Proposal: \$3,840.00**

**Total Proposal: \$18,686.00**

**Note: RLH not responsible for future mildew/mold growth**

**Bid void after 60 days**

**If bond needed add 2.5%**

**Exclusions:** painting interior, striping parking lot, abatement, any work not listed in above scope

If you have any questions please call.

Sincerely,  
RLH Inc.

*Ryan Hill*

Ryan Hill

Officer  
emailed  
consider as original

**WOSB, EDWOSB  
EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**



RKJ Construction, Inc. PO Box 1090, Lampasas, TX. 76550

Phone 512-556-6780 Fax 512-556-5774

Lampasas Police Dept. Repair & Repaint

BID Quote

PROPOSED QUOTE SCHEDULE

	BASE BID ITEMS	LUMP SUM PRICE
	Exterior Powerwash & Paint Building	\$15,000
	Repair and paint Eifs	\$800
	Remove and Replace exterior caulking	\$5,146
	Total Bid	\$20,946
Twenty thousand nine hundred forty-six dollars and no cents		
(Total Base Bid Price written in words)		

\*\*\*\* The Above Quote Does Not Include Sales Tax\*\*\*\*

Proposal Prepared By: Dan Johnson

Email: [djohnson@rkjco.com](mailto:djohnson@rkjco.com)

Acceptance of proposal By:

Date:



**PROPOSAL**

**DATE:** June 28, 2019

**To:** Chief Sammy Bailey

**PROJECT NAME:** POLICE STATION

**WE HEREBY PROPOSE TO FURNISH LABOR COMPLETE IN ACCORDANCE WITH THE SPECIFICATIONS BELOW.**

Description: Power-wash, prep and paint exterior	<u>\$6,000.00</u>
EIIS repair	<u>\$2,280.00</u>
Remove and replace joint caulking and replace	<u>\$4,260.00</u>
Exterior Storage area	<u>\$600.00</u>

**EXCLUSIONS- ANY ITEM NOT SPECIFICALLY LISTED ABOVE-WEEKEND WORK-BONDING**

This proposals price and terms:  
material and labor in accordance with the above specifications for the sum of \$13,140.00

If there are any questions regarding this proposal, please advise. If you agree to the proposed work above please sign and date.

SIGNATURE

DATE

**THIS PAGE INTENTIONALLY LEFT BLANK**

  
City Manager

ITEM NO. 7.4

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

---

---

**Subject:**

Discussion and request for approval to close Pecan Street between East Third Street and East Second Street on Sunday, July 28, 2019.

Requested By: Bruce Schroeder, General Manager of Ajinomoto Windsor, Inc.

Submitted By: Sammy Bailey, Chief of Police

Date Submitted: July 16, 2019

For the Agenda of: July 22, 2019

**Procurement and Funding Statement:**

N/A

Attachments: None

---

---

**Summary Statement:**

Bruce Schroeder with Ajinomoto Windsor Foods, Inc. advised contractors require a crane to be located on Pecan Street on Sunday, July 28, 2019, to remove an old tower on their roof and replace it with a new tower. Pecan Street between east Second Street and East Third Street will need closed while the crane sets up and performs the necessary task for the removal and installation. Mr. Schroeder believes this will be an all-day process. We will close the roadway prior to the arrival of the crane to prevent parking in the area and reopen the roadway when the crane leaves the work site.

**Recommendation:**

Chief Bailey recommends approval to close Pecan Street between East Third Street and East Second Street for the safety precautions on Sunday, July 28, 2019 to remain closed until the crane is no longer set in place.

**THIS PAGE INTENTIONALLY LEFT BLANK**

  
City Manager

ITEM NO. 7.5

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

---

---

**Subject:**

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

Requested By: Yvonne Moreno, Finance Director

Submitted By: Yvonne Moreno, Finance Director

Date Submitted: July 17, 2019

For the Agenda of: July 22, 2019

**Procurement and Funding Statement:**

N/A

Attachments: Investment and Strategy Policy

---

---

**Summary Statement:**

The Investment and Strategy Policy has to be approved by Resolution on an annual basis. No changes have been made since the prior approval on August 27, 2018.

**Recommendation:**

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

CITY OF LAMPASAS  
INVESTMENT AND STRATEGY POLICY

July, 2019

1. POLICY

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

11. SCOPE

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

Funds Included.

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

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

City Funds Excluded: None.

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

111. STANDARD OF CARE - PRUDENCE

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

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

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

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

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

#### IV. OBJECTIVE AND STRATEGY

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

The primary objectives, in priority order, shall be:

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

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

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

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

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

#### V. RESPONSIBILITY AND CONTROL

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

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

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

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

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

## VI. ETHICS

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

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

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

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

## VII. AUTHORIZED INVESTMENTS

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

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

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

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

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

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

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

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

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

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

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

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

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

## VIII. BROKER/DEALERS

### Depository

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

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

### Security Broker/Dealers

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

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

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

### Signed Investment Policy Certification Form

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

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

- A. received and acknowledged the Investment Policy of the City; and
- B. acknowledged that the Pool has implemented reasonable procedures and controls in an effort to preclude investment transactions conducted between the City and the Pool that are unauthorized by the City's Investment Policy, except to the extent that this authorization is dependent on an analysis of the makeup of the City's entire portfolio or requires an interpretation of subjective investment standards.

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

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

## IX. INTERNAL CONTROLS

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

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

### Cash Flow Forecasting

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

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

### Monitoring Credit Ratings

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

### Monitoring FDIC Status for Mergers and Acquisitions

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

## X. SAFEKEEPING AND CUSTODY

### Collateral Pledged to the City

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

### Collateral Agreement

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

### Collateral Defined

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

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

### Subject to Audit

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

Safekeeping of City Owned Securities

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

Delivery vs. Payment

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

XI. REPORTING

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

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

Changes to the market value for the period,

The ending market value for the period,

The maturity date of each asset, and

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

All market prices will be obtained from an independent source.

XII. REVIEW AND REVISION

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

XIII. ADOPTION

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

\_\_\_\_\_  
Yvonne Moreno, Finance Director

Approved by the City Council:

Date: \_\_\_\_\_

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

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

APPENDIX A INVESTMENT STRATEGY FOR CURRENT ANNUAL REVIEW  
July 2019

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

\_\_\_\_\_  
Yvonne Moreno, Finance Director

Approved by the City Council:

Date: \_\_\_\_\_

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

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

  
City ManagerITEM NO. 7.6

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

---

**Subject:**

Discussion and possible action concerning the replacement of water and wastewater lines in the alley behind the 400 block of Key Avenue between W. Avenue C and W. Avenue D.

Requested By: Randy Clark, City Council

Submitted By: Gary Cox, Assistant City Manager

Date Submitted: July 17, 2019

For the Agenda of: July 22, 2019

**Procurement and Funding Statement:**

If Council provides direction to fund the utility replacement, possible funding sources could be the Water Systems Maintenance (520-5430 - current balance \$21,285.00), Sewer Ext & Upgrades (530-5540 - current balance \$50,662.00), or 2016 CO funds. Based upon recent OPC's for similar projects staff estimates the utility replacement costs will be \$50 to \$60k.

Attachments: Letter of Understanding

---

**Summary Statement:**

On May 13, 2019, a proposal to provide for the engineering of the water/wastewater utilities in the alley in the 400 block of Key Ave between W. Ave C and W. Ave D was discussed with City Council. Due to the development of an adjacent property, staff evaluated the condition of the infrastructure and recommended the replacement due to conditions. Council provided direction for the engineering contingent upon a development agreement with Burger King. On May 28, 2019, staff discussed the terms of the development agreement with City Council and was directed to pursue a 50/50 cost share with Burger King for the replacement of the utilities. Staff engaged CBD Realty Partners with the proposals and has had multiple discussions regarding the cost sharing. At this time, CDB Realty Partners has declined to participate with the City for the replacement of the utilities. CDB Realty indicates they have discussed this with the franchisee and they are willing to assume the risk and financial responsibility to repave the alley should the utilities fail in the future and need replacement. City Staff has drafted a Letter of Understanding to memorialize this understanding prior to moving forward. The letter is currently being reviewed by CBD's legal advisor and is awaiting signatories. Staff was asked to place this item on the agenda for further discussion.

**Recommendation:**

Staff seeks Council's direction for further action.

## LETTER OF UNDERSTANDING

This Letter of Understanding (“LOU”) is made by and between the City of Lampasas, Texas, a municipal corporation situated in Lampasas County, Texas (the “City”), and CBD Realty Partners (“Property Owner” or “Partners”), a Texas real estate development partnership, organized and operated by \_\_\_\_\_ and \_\_\_\_\_, as Partners. The City and the Property Owner are referred to jointly herein as the “Parties” and separately as a “Party”.

### RECITALS

**WHEREAS**, CBD Realty Partners owns the certain commercial real property that is located at 406 North Key Avenue, Lampasas, Texas, (“Property”) which falls within the incorporated boundary of the City; and

**WHEREAS**, CBD Realty Partners is making improvements to the Property and as an enhancement to its on-site work, the Partners have requested to also install certain paving improvements to portions of the City-owned alleyway that abuts the Partners’ commercial property at its southern boundary, for purposes enabling the business’ use of that portion of the public alleyway as a the ‘drive-thru’ egress lane, which egress lane is required for this commercial development by the Lampasas Code of Ordinances, and specifically for the development being undertaken by the CBD Realty Partners on the Property; and

**WHEREAS**, CBD Realty Partners acknowledge that its development, as envisioned and proposed, cannot comply with City Code without its improvements to and use of the City’s abutting alleyway, and

**WHEREAS**, the City has approved the Property Owner’s proposed use of this portion of the City’s alleyway, based upon the terms and conditions noted and agreed upon herein, the City and the Property Owner desire to work together to facilitate the Property Owner’s improvements to the City’s alleyway in accordance with the general terms and conditions outlined below.

**NOW THEREFORE**, the City and CBD Realty Partners hereby agree as follows:

**Section 1. Purpose.** The purpose of this LOU is to memorialize the Parties’ agreements to the terms, responsibilities and conditions related to the Property Owner’s proposed development of the Property for the CBD Realty Partner’s Project located at 406 North Key Avenue, Lampasas, Texas (the “Project”) and its related improvements to an abutting City alleyway.

**Section 2. Agreements of the Parties.**

A. CBD Realty Partners have requested and agreed to make certain paving and alleyway improvements to a portion of the City’s public right-of-way that abuts the Property to the south, which the City and Partners agree will then be used by the Partners as an adjunct to the development of the Project, to provide drive-thru egress from its commercial Property located at 406 North Key Avenue, as is detailed in the plans shown on the attached Exhibit “A”. The City has conditionally approved the alleyway improvements shown on Exhibit “A”. The City agrees to allow Partner’s paving improvements to the portion of the City’s alleyway under the following conditions:

- 1) CBD Realty Partners agree that it shall perform all required project alleyway improvements in compliance with the plans shown on Exhibit A, at Partner’ sole expense; and
- 2) CBD Realty Partners acknowledges and agree that the City, at its sole discretion, may have the need to install or repair utilities or other public infrastructure located in the alleyway

which could result in the disturbance and/or removal of the pavement, at any time in the future, and if such occurs, CBD Realty Partners or its future assignees as approved by the City shall be responsible for repaving and repairing the alleyway after such removal or disturbance of paving at CBD Realty Partner's or future assignees' sole expense, and in full accord with the City's approved plans for such repaving and repairs; and

- 3) CBD Realty Partners acknowledge and agree that in the event that the City, at its sole discretion, has the need to install or repair utilities or other public infrastructure located in the alleyway, results in any disturbance and/or removal of the pavement in the alleyway abutting the Property, the Partners shall not make or have any claims or take any action(s) against the City related to the disturbance or disruption of its business at 406 North Key Avenue related to same; and
- 4) CBD Realty Partners agree that the City shall not be financially or legally responsible to maintain, replace, or repair the pavement or any other improvement in the City's alleyway installed by the Partners related to the Project, as shown on Exhibit "A", if and when such needs for repairs and repaving occur, inasmuch as this portion of the City's alleyway will be used by the Project for the Partner's commercial business enterprise; and
- 5) CBD Realty Partners assume all risks and liability, which may arise because of the paving and commercial use of the alleyway, except those arising out of the gross negligence or willful misconduct of City or its agents, inasmuch as the Partners' use of the portion of the alleyway is being subsumed by the business into the Partner's development and commercial property, and thus, the liability is associated with this property and the Partner's commercial use thereof is also assumed, for all purposes, by the Partners; and
- 6) The rights of use of City right of way, conveyed to the Partners, hereby are **NON-TRANSFERABLE**, without the City's prior written consent. In the event that CBD Realty Partners desires to sell, lease or otherwise convey the Property located at 406 North Key Avenue, and the use of the City's alleyway is anticipated, desired or otherwise intended by the future owner, tenant or occupier of the Property, any future occupant or owner of the Property will be required to negotiate a new LOU with the City of Lampasas related to the terms of its use of the City's alleyway abutting the Property, and all obligations of such Property owner related to such future use.
- 7) CBD Realty Partners agrees this document shall be recorded with any transfer of title, ownership or lease of the subject property and agrees to ensure the future owner/lessee is provided a written copy of this agreement prior to the transfer of title or ownership.

B. The City currently has utility infrastructure located in the alleyway at issue, including water distribution lines, wastewater collection lines and other public infrastructure, and this grant of use to the Partners does not in any way negate, void or otherwise effect or limit the City's right of access to the City's infrastructure in place or its right to access the alleyway, under, upon, or above the surface, for future repairs, improvements, up-grades, replacements or installations in the City's alleyway for any reason or for any public need

**Section 3. Successors and Assigns.** This Agreement shall be binding on and inure to the benefit of the Parties only, unless the City approves the terms for any future successor or assignee, in writing. Unless specifically approved by the City, this Agreement is NON-Transferable. See Section 2, B, 6), supra. CBD Realty Partners may only assign all or part of its rights and obligations hereunder

upon prior written approval of the City, which approval shall be at the sole discretion of the City. Upon the sale of the Property at 406 North Key Avenue, CBD Realty Partners shall have no continuing duty or liability hereunder,

**Section 4. Term.** The term of this LOU will commence on the execution date hereof and shall remain in effect as long as the alleyway and improvements made by the Partners are maintained in safe and good condition, and are used solely for the commercial benefit of the Property owned by the Partners at 406 North Key Avenue.

**Section 5. Relationship of Parties.** The Parties shall not be deemed in a relationship of partners or joint venturers by virtue of this LOU, nor shall either Party be an agent, representative, trustee or fiduciary of the other. Neither Party shall have any authority to bind the other to any Agreement.

**Section 6. Amendments.** The Parties have the right to amend this LOU by mutual agreement. Any amendment to this LOU must be agreed to by both Parties, in writing and signed by both Parties.

**Section 7. Applicable Law.** This Agreement is made and shall be construed and interpreted under the laws of the State of Texas and exclusive venue for any claim, dispute, lawsuit or other legal proceeding arising out of this Agreement shall lie in Lampasas County, Texas, in a court of competent jurisdiction.

**Section 8. Dispute Resolution.** The Parties hereto agree that prior to filing legal claims and actions; the Parties will make good faith efforts to resolve any disputes that arise through mediation and negotiations, with the costs of such mediations to be shared equally by the Parties, except that each Party shall bear their own attorney costs, if any are incurred.

**Section 9. Severability.** In the event that any provision of this Agreement is illegal, invalid, or unenforceable under present or future laws, then and in that event it is the intention of the Parties hereto that the remainder of this Agreement shall not be affected thereby, and it is also the intention of the Parties to this Agreement that, in lieu of each clause or provision that is found to be illegal, invalid, or unenforceable, a provision be added to this Agreement which is legal, valid and enforceable and is as similar in terms as possible to the provision found to be illegal, invalid, or unenforceable.

Executed and effective this \_\_\_\_\_ day of July 2019.

**CITY OF LAMPASAS, TEXAS**

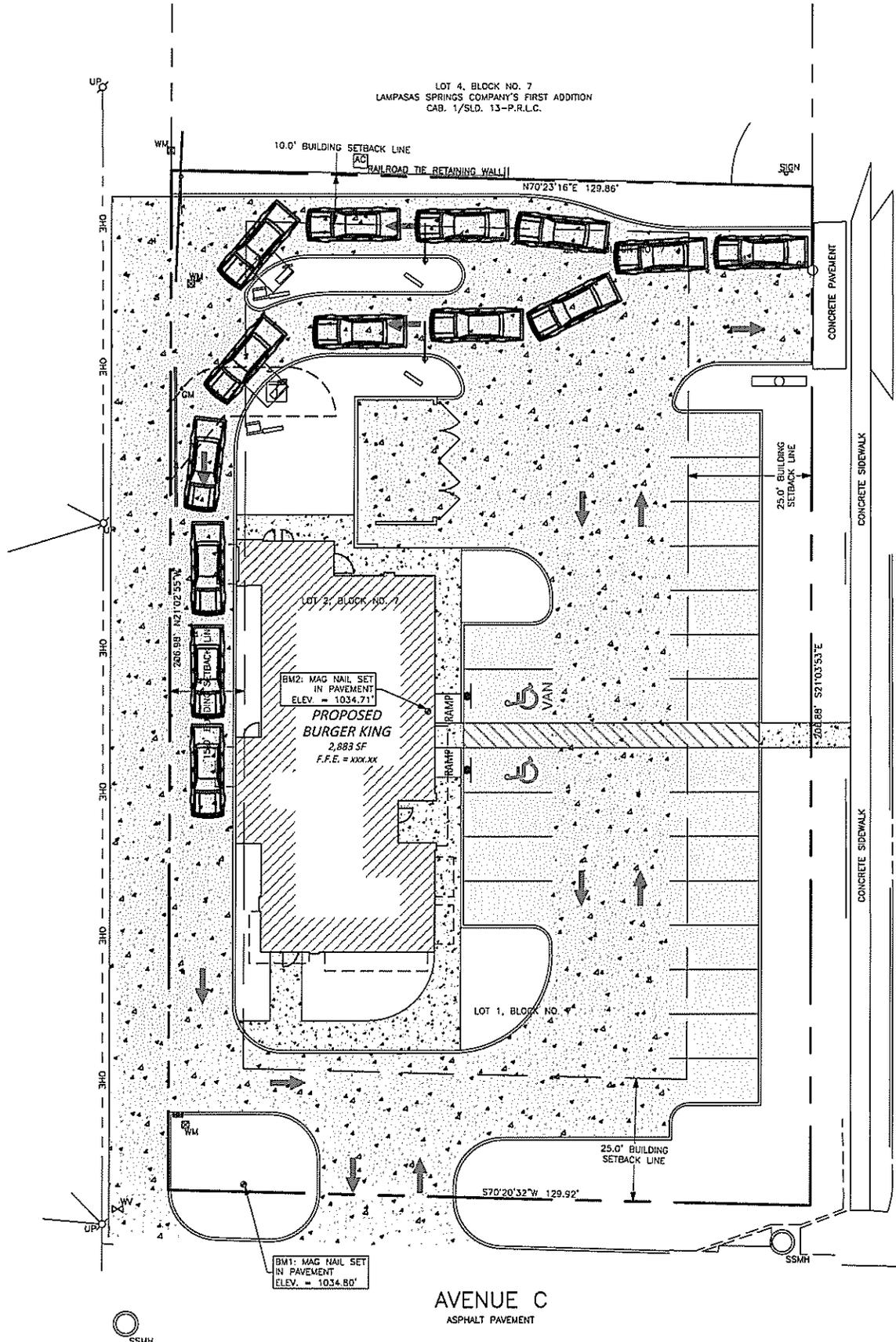
By: \_\_\_\_\_  
Name: Finley deGraffenried, City Manager

**ATTEST:**

By: \_\_\_\_\_  
Name: Christina Marez, City Secretary

**CBD REALTY PARTNERS,**  
A Texas Partnership

By: \_\_\_\_\_  
Name:  
General Partner,  
With Legal Authority to Bind All Partners  
Of The CBD Realty Partnership



  
City Manager

ITEM NO. 7.7

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

---

---

**Subject:**

Discussion and possible action regarding Lampasas County Chamber of Commerce FY 2019/ 2020 Budget

Requested By: Melissa Unger, Chamber of Commerce Director

Submitted By: Mandy Walsh, Economic Development Director

Date Submitted: July 18, 2019

For the Agenda of: July 22, 2019

**Procurement and Funding Statement:**

Attachments:

---

---

**Summary Statement:**

This item corresponds to the Budget Presentation by Chamber representatives during Workshop

**Recommendation:**

To consider a motion to accept the Lampasas County Chamber of Commerce FY 2019/2020 Budget with recommendations from City Council

**THIS PAGE INTENTIONALLY LEFT BLANK**

  
\_\_\_\_\_  
City Manager

ITEM NO. 7.8

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

---

---

**Subject:**

ACTION TO SUSPEND THE EFFECTIVE DATE PROPOSED BY ATMOS ENERGY CORPORATION – MIDTEX DIVISION, TO INCREASE RATES UNDER THE GAS RELIABILITY INFRASTRUCTURE PROGRAM FOR 45 DAYS, AND AUTHORIZE THE CITY’S CONTINUED PARTICIPATION IN A COALITION OF CITIES KNOWN AS THE "ATMOS TEXAS MUNICIPALITIES"

Requested By: Finley deGraffenried, City Manager

Submitted By: Finley deGraffenried, City Manager

Date Submitted: July 18, 2019

For the Agenda of: July 22, 2019

**Procurement and Funding Statement:**

Attachments:

---

---

**Summary Statement:**

The attached information provided by the City’s Counsel on this matter, includes information related to ATMOS request to raise rates under GRIP filing.

**Recommendation:**

Consider a motion to suspend the effective date proposed by ATMOS Energy Corporation-MIDTEX Division to increase rates under the gas reliability infrastructure program for 45 days, and authorize the City’s continued participation in a coalition of Cities known as the “ATMOS Texas Municipalities”

AGENDA INFORMATION SHEET

AGENDA ITEM NO. \_\_\_\_\_

**ACTION TO SUSPEND THE EFFECTIVE DATE PROPOSED BY ATMOS ENERGY CORPORATION – MIDTEX DIVISION, TO INCREASE RATES UNDER THE GAS RELIABILITY INFRASTRUCTURE PROGRAM FOR 45 DAYS, AND AUTHORIZE THE CITY’S CONTINUED PARTICIPATION IN A COALITION OF CITIES KNOWN AS THE "ATMOS TEXAS MUNICIPALITIES"**

**ATMOS TEXAS MUNICIPALITIES**

The City is a member of the Atmos Texas Municipalities (ATM). The ATM group was organized by a number of municipalities served by Atmos Energy Corporation – MidTex Division (“Atmos Energy”) and has been represented by the law firm of Herrera Law & Associates, PLLC to assist in reviewing applications to change rates submitted by Atmos Energy.

**“GRIP” RATE APPLICATION**

Under section 104.301 of the Gas Utility Regulatory Act (GURA), a gas utility is allowed to request increases in its rates to recover a return on investments it makes between general rate cases. This section of GURA is commonly referred to as the “GRIP” statute, that is, the “Gas Reliability Infrastructure Program.”

Under a decision by the Supreme Court of Texas, the Court concluded that a filing made under the GRIP statute permitted gas utilities the opportunity to recover return on capital expenditures made during the interim period between general rate cases by applying for an interim rate adjustment and that proceedings under the GRIP statute did not contemplate either adjudicative hearings or substantive review of utilities' filings for interim rate adjustments. Instead, the Court concluded, the GRIP statute provides for a *ministerial* review of the utility’s filings to ensure compliance with the GRIP statute and the Railroad Commission’s rules, and that it is within the Railroad Commission’s authority to preclude cities from intervening and obtaining a hearing before the Railroad Commission.

**ATMOS ENERGY’S “GRIP” APPLICATION**

On or about June 13, 2019 Atmos Energy filed for an increase in gas utility rates under the Gas Reliability Infrastructure Program (“GRIP”). Atmos Energy’s application if approved by the Commission will result in an increase in the monthly customer charges as shown below:

<b>Rate Schedule</b>	<b>Current Customer Charge</b>	<b>Proposed 2018 Interim Rate Adjustment</b>	<b>Adjusted Customer Charge</b>	<b>Increase Per Bill</b>
<b>Rate R – Residential Sales</b>	\$18.88 per customer per month	\$2.84 per customer per month	\$21.72 per customer per month	\$2.84
<b>Rate C – Commercial Sales</b>	\$43.47 per customer per month	\$8.74 per customer per month	\$52.21 per customer per month	\$8.74

Atmos Energy’s application, if approved by the Railroad Commission, will result in a systemwide increase in Atmos Energy’s revenue of about \$67.1 million, of which ATM’s portion is about \$6.6 million.

**REVIEW AND ACTION RECOMMENDED**

In light of the Texas Supreme Court’s opinion, the City’s ability to review and effectuate a change in Atmos Energy’s requested increase is limited. Nonetheless, to allow for a limited review of Atmos Energy’s GRIP application, it is recommended that the City suspend Atmos Energy’s proposed effective date of August 12, 2019 for forty-five days as allowed by state law, so that the City may evaluate whether the data and calculations in Atmos Energy’s rate application are correctly done.

Therefore, ATM’s Special Counsel, the law firm of Herrera Law & Associates, PLLC (through Alfred R. Herrera) recommends that the City adopt a resolution suspending Atmos Energy’s proposed effective date for 45 days. Assuming a proposed effective date of August 12, 2019 Atmos Energy’s proposed effective date is suspended until September 26, 2019.

**THIS PAGE INTENTIONALLY LEFT BLANK**

  
**City Manager**ITEM NO. 7.9

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

---

**Subject:**

A RESOLUTION BY THE CITY OF LAMPASAS, TEXAS, ("CITY") RESPONDING TO THE APPLICATION OF ATMOS ENERGY CORPORATION – MIDTEX DIVISION, TO INCREASE RATES UNDER THE GAS RELIABILITY INFRASTRUCTURE PROGRAM; SUSPENDING THE EFFECTIVE DATE OF THIS RATE APPLICATION FOR FORTY-FIVE DAYS; AUTHORIZING THE CITY TO CONTINUE TO PARTICIPATE IN A COALITION OF CITIES KNOWN AS THE "ATMOS TEXAS MUNICIPALITIES;" DETERMINING THAT THE MEETING AT WHICH THE RESOLUTION WAS ADOPTED COMPLIED WITH THE TEXAS OPEN MEETINGS ACT; MAKING SUCH OTHER FINDINGS AND PROVISIONS RELATED TO THE SUBJECT; AND DECLARING AN EFFECTIVE DATE.

Requested By: Finley deGraffenried, City Manager

Submitted By: Finley deGraffenried, City Manager

Date Submitted: July 18, 2019

For the Agenda of: July 22, 2019

**Procurement and Funding Statement:** N/A

Attachments: Resolution

---

**Summary Statement:**

The attached Resolution, prepared by the City's Counsel in this matter extends the review process for 45 days to study ATMOS Corporation Grip Filing for increased rates.

**Recommendation:**

Consider a Resolution suspending for 45 days the effective date proposed by ATMOS Energy Corporation- MIDTEX Division ("ATMOS Energy") in its application filed on or about March 28, 2019 pursuant to section 104.301 of the Gas Utility Regulatory Act, sometimes also referred to as the "GRIP" statute.

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

A RESOLUTION BY THE CITY OF Lampasas, TEXAS, ("CITY") RESPONDING TO THE APPLICATION OF ATMOS ENERGY CORPORATION – MIDTEX DIVISION, TO INCREASE RATES UNDER THE GAS RELIABILITY INFRASTRUCTURE PROGRAM; SUSPENDING THE EFFECTIVE DATE OF THIS RATE APPLICATION FOR FORTY-FIVE DAYS; AUTHORIZING THE CITY TO CONTINUE TO PARTICIPATE IN A COALITION OF CITIES KNOWN AS THE "ATMOS TEXAS MUNICIPALITIES;" DETERMINING THAT THE MEETING AT WHICH THE RESOLUTION WAS ADOPTED COMPLIED WITH THE TEXAS OPEN MEETINGS ACT; MAKING SUCH OTHER FINDINGS AND PROVISIONS RELATED TO THE SUBJECT; AND DECLARING AN EFFECTIVE DATE.

WHEREAS, on or about June 13, 2019 Atmos Energy Corporation – MidTex Division ("Atmos Energy") filed for an increase in gas utility rates under the Gas Reliability Infrastructure Program ("GRIP"), which if approved, results in an increase in the monthly customer charges as follows:

Rate Schedule	Current Customer Charge	Proposed 2018 Interim Rate Adjustment	Adjusted Customer Charge	Increase Per Bill
Rate R – Residential Sales	\$18.88 per customer per month	\$2.84 per customer per month	\$21.72 per customer per month	\$2.84
Rate C – Commercial Sales	\$43.47 per customer per month	\$8.74 per customer per month	\$52.21 per customer per month	\$8.74

WHEREAS, Atmos Energy's application, if approved by the Railroad Commission, will result in a systemwide increase in Atmos Energy's revenue of about \$67.1 million, of which ATM's portion is about \$6.6 million; and

WHEREAS, the City has a special responsibility to exercise due diligence with regard to rate increases of monopoly utilities who operate within its boundaries; and

WHEREAS, the application to increase rates by Atmos Energy is complex; and

WHEREAS, it is necessary to suspend the effective date for the increase in rates for forty-five days, so that the City can assure itself that the data and calculations in Atmos Energy's

rate application are correctly done and are in conformity with section 104.301 of the Gas Utility Regulatory Act; and

**WHEREAS**, the effective date proposed by Atmos Energy is August 12, 2019 but a suspension by the City will mean that the rate increase cannot go into effect prior to September 26, 2019.

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

**Section 1.** That the statements and findings set out in the preamble to this resolution are hereby in all things approved and adopted.

**Section 2.** The City suspends the requested effective date by Atmos Energy for forty-five days pursuant to the authority granted the City under Section 104.301 of the Texas Utilities Code. The City finds that additional time is needed in order to review the data and calculations that provide the basis for the rate increase application.

**Section 3.** The City shall continue to act jointly with other cities that are part of a coalition of cities known as the Atmos Texas Municipalities (“ATM”).

**Section 4.** The City authorizes the law firm of Herrera Law & Associates, PLLC, to act on its behalf in connection with Atmos Energy’s application to increase rates.

**Section 5.** To the extent Atmos Energy’s application to increase rates under section 104.301 of the Gas Utility Regulatory Act (GURA) is considered a ratemaking proceeding, Atmos Energy is ordered to reimburse the City’s reasonable rate case expenses incurred in response to Atmos Energy’s rate increase application within 30 days of receipt of invoices for such expenses to the extent allowed by law.

**Section 6.** A copy of this resolution shall be sent to Mr. Christopher A. Felan, Vice President, Rates & Regulatory Affairs, Atmos Energy Corporation, 5420 LBJ Freeway, Suite 1862, Dallas, Texas 75240; and to Mr. Alfred R. Herrera, Herrera Law & Associates, PLLC, 816 Congress Ave., Suite 950, Austin, Texas 78701.

**Section 7.** The meeting at which this resolution was approved was in all things conducted in compliance with the Texas Open Meetings Act, Texas Government Code, Chapter 551.

**Section 8.** This resolution shall be effective immediately upon passage.

**PASSED AND APPROVED** this 22 day of July 2019.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY SECRETARY

  
City ManagerITEM NO. 7.10

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

---

---

**Subject:**

Discussion and updates for ongoing residential and commercial developments within the City.

Requested By: Finely deGraffenried, City Manager

Submitted By: Gary Cox, Assistant City Manager

Date Submitted: July 18, 2019

For the Agenda of: July 22, 2019

**Procurement and Funding Statement:**

N/A

Attachments: Staff Report

---

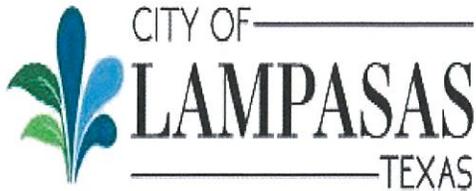
---

**Summary Statement:**

Staff was requested to provide Council with updates regarding ongoing residential and commercial developments.

**Recommendation:**

Discussion Only.



312 East Third Street  
Lampasas, Texas 76550-2820  
Phone: (512) 556-6831  
Fax: (512) 556-8083  
www.cityoflampasas.com

---

To: Finely deGraffenried, City Manager  
From: Gary Cox, Assistant City Manager  
Date: July 18, 2019  
Subject: Residential & Commercial Development Updates

---

Staff was asked to provide City Council with updates regarding ongoing residential and commercial developments, which are ongoing.

The following information was collected from City Departments:

1. **Stone Valley** - the 67 home development continues to progress. All underground utilities are installed and 100% complete with connections to the City infrastructure. Above ground electrical is approximately 45% installed. Developer construction crews continue with the grading of lots along Fieldstone Drive.

Curb and gutter has been installed along all roadways and roads are awaiting paving which should occur within the next 45 days.

Curb and gutter has been installed along N. Willis and tied into existing curb to the north of Avenue C. Curbing is awaiting back fill and paving fill between the existing roadway and new curbing.

The developer has been issued six (6) new home permits. The homes are in various stages of construction. Four (4) of these homes are being built on Limestone Drive with the remaining two (2) on Stone Valley Drive. The developer indicated recently that four (4) of these homes are under contract. The development agreement required the construction of four (4) homes prior to October of 2019. The developer has fulfilled this requirement.

2. **Brodie Estates** – The developer/engineer have submitted revised civil plans reflecting an amended drainage plan. The plan set has been reviewed by a third party engineer who reports the drainage plan does not increase the existing peak flows from the property and will not make downstream conditions worse.

Upon final approval of the revised plan set and issuance of the Storm Water Pollution & Prevention Plan permit from TCEQ, the developer will be requesting a grading permit to begin site work. Final platting is pending.

Staff met with the adjacent property owner was not able to reach an agreement for the requested easement. The City has talked with the property owner and offered \$5k for the easement. The property owner declined the offer and countered by asking \$10k and more if the developer were responsible of any part of the payment. This exceeds the market value of the property and the additional benefits, which would be provided. Absent the use of governmental powers and legal process it does not appear an agreement will be reached.

3. **Hillside Acres** – Based upon Engineering review of the civil plans and an analysis of the water distribution system, it was determined that our initial evaluation of the fire flow for the development was incomplete. With engineering oversight, subsequent tests were performed on the system with a fire apparatus connected and it was determined that required fire flows could be met for the development.

Engineers have drafted recommended changes for the civil plans and revisions will follow. This discovery results in a savings for the developer as the 13D Fire suppression systems, which were proposed, will not be needed for the development. However at least six (6) lots will likely require booster pumps to meet minimum domestic flow pressures due to elevations.

The developer has submitted a list of cost participation items/requests to the City. Staff has reviewed the requests and provided responses based upon prior policy and direction, however the developer desires to speak with Council at a future date. Based upon the changes to the needs related to fire suppression, the developer has indicated they are revising their requests and will submit them to staff. Pending receipt of these items and incorporation into the draft development agreement, staff will place the item on a future agenda for discussion.

4. **Burger King** – Burger King has completed initial site work and pad work. The development has entered the vertical stage for the building and it is underway. The Building Official has conducted inspections of the pad, plumbing, framing and other facets.

The underground electrical conduits have been installed within the alley and City crews have completed the upgrades to the electrical distribution to serve the development. Crews are awaiting the delivery of the pad mount transformer, which should arrive within the next few weeks.

In regards to utilities in the alley, CBD Realty Partners has discussed the cost share of the utility replacement with the franchisee. Based upon the most recent communications, the developer has indicated they are not willing to participate in the cost share and will assume the risk of future disruption as per the terms of a Letter of Understanding, which is pending legal review and execution.

5. **MoJo Coffee** – Building permits have been issued and inspections are ongoing. Utility taps have been relocated and installed in the alley behind the location to provided services.

Demolition and rehabilitation of portions of the existing structure have begun. Initial site work and paving have been completed as well.

The Developer indicated they are awaiting the delivery of structural steel as well as repair/replacement of sections of glass windows that suffered damage in the recent storms.

6. **Silver Creek Assisted Living** – Site work, plumbing rough in and concrete work for the slab and parking areas have been completed. The work is progressing and will be entering the vertical stage within the next few weeks.

City crews have made water/sewer taps. Awaiting the contractor to install service vaults for the domestic and irrigation meters. Electrical prep work has been completed and are crews are awaiting the delivery of the pad-mounted transformer, which should arrive in the next few weeks.

7. **Water/Waste Water Building** - Initial site work has been completed along with plumbing rough. The building slab was poured on Saturday July 13 and the contractor is awaiting the curing of the concrete before commencing the next phase of the project.

Electrical transformer has been set and temporary power provided.

8. **County Jail** – Building Official and Fire Marshal continue inspection process. A flush valve assembly was installed on the fire line to ensure the line could be flushed to avoid potential contaminates to the domestic distribution system. Water and wastewater connection are completed. Electrical crews have installed overhead/ underground lines and a pad mounted transformer. Remaining electrical work is to connect the secondary side of the transformer.

  
City Manager

ITEM NO. 7.11

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

---

---

**Subject:**

Discussion and possible action regarding request to waive sewer requirement for property located at 1615 W Avenue C.

Requested By: Becky Sims, Assistant City Secretary

Submitted By: Becky Sims, Assistant City Secretary

Date Submitted: July 18, 2019

For the Agenda of: July 22, 2019

**Procurement and Funding Statement:**

N/A

Attachments:

---

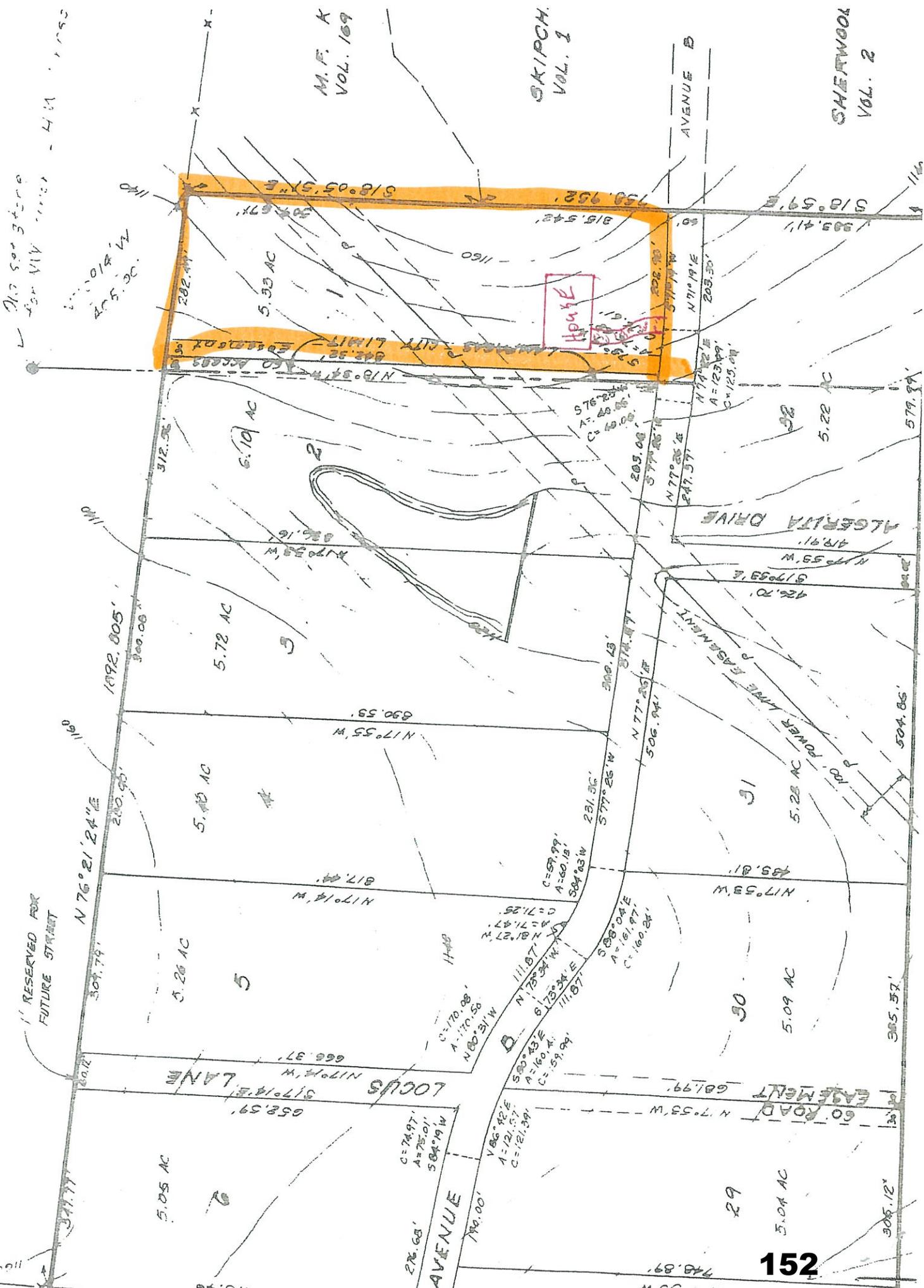
---

**Summary Statement:**

Mr. Ron Farr submitted building plans for a parcel located on the lot line between West Avenue B and County Road 1025. This parcel sits to the west of Skipcha Trail Subdivision. There is no sewer available to feed this parcel. The west side of the Skipcha Trail Subdivision is on septic and the east side of Skipcha Trail is on sewer; which would be the boundary for West Avenue B. This parcel is 5.33 acres which meets the regulations established through Texas Commission on Environmental Quality (TCEQ) of ½ acre lot size. I have requested an address through Central Texas Council of Governments (CTCOG) and based on coordinates this will be the last address on West Avenue B which lies within Lampasas City Limits.

**Recommendation:**

To consider a motion to allow Mr. Farr to install a septic system at this location in lieu of tying into City sewer since it is not available.





WORKERS' COMPENSATION • PROPERTY • LIABILITY

June 28, 2019

Finley DeGraffenried  
City Manager  
Lampasas  
312 E 3rd St  
Lampasas, TX 76550-2820

Dear DeGraffenried:

It has been over 45 years since local governments came together to form the Texas Municipal League Intergovernmental Risk Pool. What started off as an experiment has grown into one of the largest and most successful risk pools in the country. The Risk Pool represents the collective power of 98% of the cities in Texas who participate in at least one line of coverage with the Pool, and over 2,800 local government units in total. This success can be attributed to each member and their willingness to support one another during times of need. The partnership represented through the Pool's members has never been stronger. In that spirit, this letter is provided to give you an update on several items related to the City's partnership with the Pool and the nearly 1,200 other Texas cities that participate. The core values that bind the Pool to its membership include *integrity, public service, fiscal responsibility* and *operational excellence*. The Staff and Board strive to those ideals daily as we work to make Texas communities stronger together.

**Legislative Initiatives**

The 2019 Legislative Session was a difficult one for Texas cities. The Risk Pool worked closely with TML on items of mutual importance. One of those areas was on addressing concerns related to workers' compensation coverage for firefighter cancer claims. Based on its experience with the firefighting community, TML and the Risk Pool believed that the firefighter cancer presumption system designed in 2005 was broken, and that there could be more done to reduce the disputes on the applicability of workers' compensation benefits. The primary concern was that ill firefighters were being left in limbo, caught in the middle of a bureaucratic fight on the interpretation of the workers' compensation statutes related to cancer claims.

Senate Bill 2551 was introduced by Senator Juan "Chuy" Hinojosa, and sponsored by Representative Dustin Burrows in the House. Both of these legislators worked tirelessly on this bill, and SB 2551 was signed into law by Governor Abbott on June 10, 2019. The law provides for an expanded and definitive list of cancers covered by the workers' compensation statutes. In addition, it allows the Pool greater investment flexibility for paying for those claims, providing for a pension-like approach (consistent with the way workers' compensation lifetime income benefits and death benefits are paid) that should help lower costs long-term.

**2019/20 Rates for Workers' Compensation, Liability and Property Coverages**

Despite the increased benefits available under the workers' compensation statutes for firefighter cancer claims, the Pool was able to lower overall workers' compensation rates by **1.3%**. Liability rates overall decreased by **2.7%**, while Property rates increased by **2.8%** overall. *When all rate changes are considered, the Pool – in the aggregate – did not increase rates*

---

**TEXAS MUNICIPAL LEAGUE INTERGOVERNMENTAL RISK POOL**

1821 Rutherford Lane, First Floor • Austin, Texas 78754 • (512) 491-2300 • (800) 537-6655 Texas Only  
P.O. Box 149194 • Austin, Texas 78714-9194 • www.tmlirp.org

---

this year, a clear indicator of the Pool's financial strength (as discussed below). Of course, each individual member may see their costs change depending on any number of factors, including individual rate changes for certain classifications, changes in payroll, buildings, equipment and previous loss history.

**Modernization of Pool Technology**

Over the last seven years, the Pool has undertaken an aggressive plan to modernize the Pool's technology infrastructure. You will soon see enhancements to the Pool's billing, member reports, data and analytical capabilities, the annual rating communications with your staff, and the Pool's website (which feature greater access to items of importance for each member). All of the changes being undertaken are ultimately intended to provide you with better information, aid in your coverage decisions, and give you multiple channels to communicate with the Pool.

As with any significant technology upgrade, there have been bumps and challenges. *We'd ask for your patience on the timing of the normal documents and coverage contract items you receive from the Pool annually:* these upgrades have required a complete re-engineering of the systems used by the Pool for the last 27 years. We anticipate any delays will be relegated to the next few months, and it should not affect the Pool's ability to provide you with your annual cost estimates or billings.

**The Financial Strength of the Pool**

In the last few years, especially after Hurricane Harvey, some of the Pool's competition has called into question the Pool's financial strength, including its reinsurance support. Nothing could be further from the truth, as the partnership between the Pool's members, and the reinsurance partners that back the Pool, has never been stronger. The Pool's assets are three quarters of a billion dollars, all used to meet the Pool's mission to its members, which is to provide stability in your costs from year-to-year. If you have questions about the Pool's financial strength, please visit the [Financial Strength](#) page on Pool's website, or feel free to give one of us a call if you have specific questions. If you're considering alternatives to the Pool this year, the first request we'd encourage you to make of each alternative proposer is to give you their detailed track record with similar entities: there is no entity in Texas that even comes close to the time-tested consistency, partnership among equals and mission-driven focus offered by the Pool.

Above all, thank you for your commitment – not only to the Pool – but to the other communities that rely on you as a member. If you have any questions about any matter that affects your interaction with the Pool, please contact your member services manager. In addition, both of us are happy to talk with you about any items of concern you may have.

Sincerely,



Jeff Thompson  
Executive Director  
TMLIRP



John "Buzz" Fullen  
Mayor, City of Henderson  
Chairman, TMLIRP Board of Trustees

cc: Christina Marez  
City Secretary