

**NOTICE OF REGULAR MEETING OF THE GOVERNING BODY
OF THE CITY OF LAMPASAS, TEXAS
CITY COUNCIL CHAMBERS
405 SOUTH MAIN STREET
MONDAY FEBRUARY 25, 2019
5:30 p.m. Special 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, February 25, 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).

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

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

EXECUTIVE SESSION

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

1. Section 551.086 (Relating to the authority of public power utility governing bodies to deliberate regarding competitive matters) - Utilities.
2. Section 551.071 (1) (A) and 551.071(2), Consultation with Attorney by telephone and/or in person concerning matters upon which the attorney has a duty and/or responsibility to report to the governmental body; Cause No 13-17-00047 CV Kempner Water Supply Corporation v. City of Lampasas and/or other matters posted on the regular agenda.

SPECIAL SESSION

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

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

1. Call to order Workshop Session
2. Discussion regarding Chapter 66 Streets, "Sidewalks and other Public Places", Article V "Abandonment of Streets, Alleys and/or Public Right-of-Way" (pgs. 5-8)
3. Discussion regarding 2019 City Council Work Plan (pgs. 9-10)

4. Discussion regarding utility extension on Hetherly for RKJ Development (pgs. 11-12)
5. Discussion regarding FY 19/20 Budget Roll-Out (pgs. 13-14)
6. Discussion regarding any item on the regular agenda
7. Adjourn Workshop Session

REGULAR SESSION 7:00 P.M.
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ANNOUNCEMENTS

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

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

2.0	MINUTES	PAGES
2.1	Discussion and possible action concerning approval of minutes of the regular meeting on February 11, 2019	15-26

3.0	CONSENT AGENDA	PAGES
3.1	Discussion and possible action regarding the second reading of an Ordinance to Close, Abandon, Vacate and Convey a Street and/or Public Right-of-Way or a portion thereof, for property being described as East Deb Lynn from Willis Street to Rice Street.	27-28
3.2	Discussion and possible action regarding the second reading of an Ordinance to consider approval, denial, or approval with modification(s) the rezone of 2.18 acres from Retail “R” to Central Business District “CBD”, Lampasas County, Lampasas, Texas. The property is described as Block 10, Old Town Lampasas, Lots 1-7 and the closed portion of First Street, Pecan Street and the alley in Block 10, commonly known as 208 S. Liveoak, Lampasas, Texas.	29-32
3.3	Discussion and possible action regarding the second reading of an Ordinance to Close, Abandon, Vacate and Convey the North 4 feet of East Second Street Right of Way adjacent to Lot 3, Block 10 of Old Town Lampasas.	33-34
3.4	Discussion and possible action regarding the second reading of an Ordinance amending Chapter 38 “Fire Prevention and Protection” Article IV “Fire Code” adding section 38-107 concerning exceptions to previously adopted 2012 International Fire Code Appendix C Fire Hydrant Locations and Distributions.	35-38
3.5	Discussion and possible action on the receipt of the Monthly Investment Report for January 2019.	39-58

4.0	BOARDS/DEPARTMENT REPORTS	PAGES
4.1	<ol style="list-style-type: none"> 1. City Secretary Monthly Report 2. Police Department Monthly Report 3. Utility Billing and Collections Monthly Report 4. Public Works Monthly Report for Electric, Streets, Water/Wastewater 5. Building Official Monthly Report 6. Economic Development Monthly Report 7. Fire Department Monthly Report 8. Parks and Recreation Monthly Report 9. Information Systems Monthly Report 10. Library Monthly Report 11. Golf Course Monthly Report 12. Municipal Court Monthly Report 	59-90

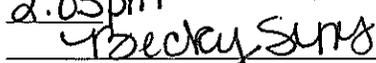
5.0	ROUTINE MATTERS	PAGES
5.1	City Manager's Operational Report <ul style="list-style-type: none"> • Meters • Demographics • Fire Chief • LCRA Grant • Local Option • Tree Trimming • Personnel Policy • Foresite Meeting • CIP • Variance 	91-92
5.2	MAYOR'S COMMENTS	PAGES

6.0	UNFINISHED BUSINESS	PAGES
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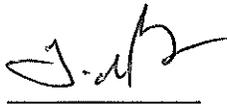
7.0	NEW BUSINESS	PAGES
7.1	Discussion and possible action regarding the purchase of 230 Neptune AMR water meters from Core and Main in the amount of \$47,610.00	93-96
7.2	Discussion and possible action concerning approval of Relay for Life Bark for Life Event to be held at Hanna Springs Sculpture Garden on March 2, 2019 from 11-2 p.m.	97-100
7.3	Discussion and possible action regarding the selection of an engineering firm to provide professional services for the 2019 Community Development Block Grant Program Application.	101-102
7.4	Discussion and possible action regarding a possible development agreement for a residential development on Hetherly Street by RKJ Construction.	103-104

Adjourn

I, Becky Sims, Assistant City Secretary of the City of Lampasas, Texas, do hereby certify that this Notice of Meeting was posted on the bulletin board/front window of City Hall, 312 East Third Street, Lampasas, Texas, at a place readily accessible to the general public at all times, on the 22 day of February 2019 at

2:05pm

Becky Sims, Assistant City Secretary

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City ManagerITEM NO. WORKSHOP-2

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

Subject:

Discussion regarding Chapter 66 Streets, "Sidewalks and other Public Places", Article V
"Abandonment of Streets, Alleys and/or Public Right-of-Way"

Requested By: Finley deGraffenried, City Manager

Submitted By: Finley deGraffenried, City Manager

Date Submitted: February 21, 2019

For the Agenda of: February 25, 2019

Procurement and Funding Statement:

N/A

Attachments: Ordinance

Summary Statement:

At the request of City Council staff has placed this item on the workshop agenda for discussion, input and direction. Based on discussion at the previous meeting, staff recommends review of Division II, Section 66-190 for inclusion of a review process by the Planning and Zoning Commission

Recommendation:

Discussion and guidance from Council

ARTICLE V. - ABANDONMENT OF STREETS, ALLEYS OR RIGHTS-OF-WAY¹⁹¹

Footnotes:

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Editor's note— Ord. No. 1447, § 2, adopted Mar. 23, 2015, amended Art. V to read as herein set out. Former Art. V, §§ 66-175—66-215, pertained to similar subject matter, and derived from Ord. No. 828, adopted Jan. 12, 1998; and Ord. No. 1104, §§ 1—4, adopted June 13, 2005.

DIVISION 1. - APPLICATIONS

Sec. 66-175. - Who can apply.

Either the city council, on its own initiative, or an abutting property owner, may file an application requesting the abandonment of a street, alley, and/or public right-of-way, or a portion thereof, and closing of such as a public thoroughfare.

(Ord. No. 1447, § 2, 3-23-2015)

Sec. 66-176. - Applications.

Applicants, or the public works director, if the applicant is the city, must file a complete and accurate "application for the abandonment of a public street, alley, and/or public right-of-way in the City of Lampasas." The application is available from the city's department of public works. For an application to be considered complete, it must include all items listed in section 66-178 below. It is the applicant's responsibility to obtain all the necessary information. Incomplete applications will not be processed.

(Ord. No. 1447, § 2, 3-23-2015)

Sec. 66-177. - Application fee.

Each application shall be accompanied by a fee equal to the cost of the public hearing publication in the local newspaper plus the cost of notifications sent to all property owners located within 200 feet of the subject property. Applications submitted without the application fee will not be processed. The application fee is nonrefundable.

(Ord. No. 1447, § 2, 3-23-2015)

Sec. 66-178. - Contents of applications.

The application shall include:

- (1) The written consent of all abutting property owners. If consent from all is not obtained, this exhibit must include a brief statement of efforts made to obtain consent, including dates, types of contact attempted and results, and objections to vacation, if any;
- (2) A statement explaining why the applicant is requesting that the street, alley and/or public [right-of-way], or portion thereof, be abandoned; and
- (3) A statement describing the current and past uses of the street, alley, and/or public right-of-way.

(Ord. No. 1447, § 2, 3-23-2015)

Secs. 66-179—66-189. - Reserved.

DIVISION 2. - PUBLIC HEARING ON APPLICATION

Sec. 66-190. - Notice of hearing.

Upon receipt of a complete application and payment of the application fee, the city shall designate a time and place for a public hearing by the city council on whether the street, alley and/or public right-of-way, or a portion thereof, is not needed for public purposes and whether it is in the interest of the city to abandon (close) all or a portion of the street, alley and/or public right-of-way.

A copy of the notice hearing shall be mailed via certified mail to all owners of property (according to the Lampasas County Appraisal District's tax rolls) that are located within a 200-foot radius of the street, alley, and/or public right-of-way, or portion thereof, to be abandoned. Such notice must be mailed not less than ten days before the date of the hearing.

Notice of the hearing must also be published one time in a newspaper of general circulation in the city no more than 30 days before the public hearing.

(Ord. No. 1447, § 2, 3-23-2015)

Sec. 66-191. - Conduct of hearing.

At the public hearing, the city council shall hear evidence as to the reasons why such street, alley, public right-of-way, or portion thereof, should or should not be closed. It shall have the power to adjourn or continue the hearing as it alone deems necessary.

If it is determined that the street, alley, and/or public right-of-way, or portion thereof, is not needed for public purposes and that it is in the best interest of the city to abandon all or a portion thereof, the street, alley, public right-of-way and close it to the public, the city council may approve the application and pass an ordinance abandoning the street, alley and/or public right-of-way, or portion thereof.

Upon final passage of the ordinance, the city shall prepare and file a quitclaim deed or deed without warranty in the county deed records that releases the city's interest in the street, alley and/or public right-of-way, or portion thereof. The city's interest in the street, alley, and/or public right-of-way, or portion thereof, shall be sold to the abutting property owner(s) in proportion to their abutting ownership in an equitable manner.

If utilities are present on the property, the city must retain at least a 20-foot utility easement.

(Ord. No. 1447, § 2, 3-23-2015)

Secs. 66-192—66-199. - Reserved.

DIVISION 3. - SELLING PRICE; USE OF PROCEEDS

Sec. 66-200. - Selling price.

If the requested abandonment is approved by the city, or is approved with modifications or conditions, the actual selling price shall be determined solely by the city council.

(Ord. No. 1447, § 2, 3-23-2015)

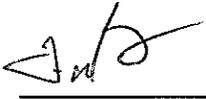
Secs. 66-201—66-214. - Reserved

DIVISION 4. - APPEALS

Sec. 66-215. - Appeals.

Any person desiring to appeal the decision of the city council to a court of competent jurisdiction, must do so within ten days after the enactment of the ordinance closing the street, alley and/or public right-of-way, or portion thereof, and if no appeal is taken within such ten-day period, then the ordinance shall never be questioned by any court of this state.

(Ord. No. 1447, § 2, 3-23-2015)



City Manager

ITEM NO. WORKSHOP-3

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

Subject:

Discussion regarding 2019 City Council Work Plan

Requested By: Finley deGraffenried, City Manager

Submitted By: Finley deGraffenried, City Manager

Date Submitted: February 21, 2019

For the Agenda of: February 25, 2019

Procurement and Funding Statement:

N/A

Attachments:

Summary Statement:

Staff will be prepared to discuss specific tasks and timelines for inclusion in the Council 2019 Work Plan

Recommendation:

Discussion and Direction

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City Manager

ITEM NO. WORKSHOP-4

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

Subject:

Discussion regarding possible development agreement for a residential development on Hetherly Street.

Requested By: Gary Cox, Assistant City Manager

Submitted By: Gary Cox, Assistant City Manager

Date Submitted: February 21, 2019

For the Agenda of: February 25, 2019

Procurement and Funding Statement:

N/A

Attachments: Sketch of Improvements

Summary Statement:

This item is placed on the Council agenda to allow discussion regarding public improvements and possible financial participation for a residential development on Hetherly Street. RKJ Construction, Inc. has approached staff and requested consideration regarding extension of water and wastewater services to three (3) lots located on Hetherly Street.

Recommendation:

For Discussion Only



City Manager

ITEM NO. WORKSHOP-5

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

Subject:

Discussion regarding FY 19/20 Budget Roll-Out

Requested By: Finley deGraffenried, City Manager

Submitted By: Finley deGraffenried, City Manager

Date Submitted: February 21, 2019

For the Agenda of: February 25, 2019

Procurement and Funding Statement:

N/A

Attachments:

Summary Statement:

This item has been placed on the workshop agenda to allow brief review of the upcoming budget process. Future meetings will seek input from Council on the process, data, and priorities.

Recommendation:

Discussion only

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**MINUTES OF REGULAR MEETING OF THE GOVERNING BODY
OF THE CITY OF LAMPASAS, TEXAS
CITY COUNCIL CHAMBERS
405 SOUTH MAIN STREET
MONDAY FEBRUARY 11, 2019
5:30 p.m. Special Session
7:00 p.m. Regular 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
Cathy Kuehne
Robert McCauley
Delana Toups
Chuck Williamson
Michael White

Council Members absent:

None

City Staff Present:

Finley deGraffenried, City Manager
Gary Cox, Assistant City Manager
Christina Marez, City Secretary
Becky Sims, Assistant City Secretary
Yvonne Moreno, Finance Director
Monica Wright, Information Systems Director
Sammy Bailey, Police Chief
Mandy Walsh, Economic Development Director
Ronnie Withers, Fire Marshal
Flint Geagley, Electric Superintendent
Frank Ellett, Building Official

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

I. Call to Order Special Session

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

II. Adjourn into Executive Session

Mayor Pro Tem Monroe moved to adjourn into executive session at 5:31 p.m. The motion was seconded by Council member Williamson and with a unanimous vote, the motion carried.

City Manager deGraffenried requested that Gary Cox, Assistant City Manager, be allowed in executive session. Council allowed.

EXECUTIVE SESSION

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

1. Section 551.071 (1) (A) and 551.071(2), Consultation with Attorney by telephone and/or in person concerning matters upon which the attorney has a duty and/or responsibility to report to the governmental body; Cause No 13-17-00047 CV Kempner Water Supply Corporation v. City of Lampasas and/or other matters posted on the regular agenda.

Adjourn Executive Session into Special Session

Executive session was adjourned at 5:57 p.m.

SPECIAL SESSION

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

There was no action taken.

- IV. Adjourn Special Session

Council member Kuehne moved to adjourn the special session at 5:59 p.m. The motion was seconded by Council member White and with a unanimous vote, the motion carried.

WORKSHOP SESSION

1. Call to order Workshop Session

Mayor Talbert called the workshop session to order at 6:00 p.m.

City Manager deGraffenried asked that Item 3 be discussed first. Mayor Talbert moved to Item 3 for discussion.

3. Discussion regarding Request for Qualifications (RFQ) for Comprehensive Plan

City Manager deGraffenried presented an overhead power point presentation which included the following:

- Draft
 - 90% complete
 - Input and Validation from Council
 - Review of Plan Goals, Vision and Issues
 - Review of Schedule
- Planning Vision
- Planning Issues
- Schedule
- Discussion

Council members' concerns were that this Comprehensive Plan be implemented and not just put on the shelf. Another concern was how to keep it alive with the change in City Council members.

deGraffenried reviewed the schedule of the Comprehensive Plan RFP's and suggested that after proposals are submitted that they be reviewed for scoring by two Council members, one from the Planning and Zoning Commission and two City Staff members. Once selection has been made, invite all applicable Boards.

Mayor Talbert moved back to Item 2.

2. Discussion regarding 2019 City Council Work Plan

City Manager deGraffenried reviewed updates including:

- Slow start
- Seeking Additional Input
- Review of Meeting and Discussion
- Stakeholders Meeting
- Salary Comparison
- Branding, Image and Promotion
- Additional tours of City facilities
- Water and Wastewater issues

4. Discussion regarding Chamber of Commerce First Quarter Report

Melisa Unger, Chamber Director, reviewed the Chamber's First Quarter Report.

Council was impressed with the great detail and information provided as opposed the previous years. They thanked Ms. Unger for her work.

5. Discussion regarding color choices and logo for Nix Water Tank

Gary Cox, Assistant City Manager, explained that on November 28, 2018, Council approved the award of a contract for the rehabilitation of the NIX Elevated Water Storage Tank to CETEX Construction Services. Included in the contract was the painting of the tower and the city name on the tower, as it currently exists. The contractor has submitted the color palette and is requesting the City select a base color for the tower as well as a color for the logo. The contractor recommends the base color as Cloud (57BR) on the attached color chart. This is the most common color used for this purpose per the contractor.

Additionally, there is an opportunity to change the name/logo and or fonts if desired. However, the contractor is mobilizing to begin work and any changes would need to be made before materials are acquired. Changes to the name/logo could result in additional costs.

Council discussed the color of the tank as white. There was discussion of the logo being a rocking L and/or the word Lampasas. Most Council members preferred the rocking L in a true blue color.

6. Discussion regarding any item on the regular agenda

Council member McCauley expressed that he would like for any requests of abandonment/vacate of City right-of-ways go back through the Planning and Zoning Commission first and not just directly to Council. It gives a better opportunity for a more thorough review rather than just giving Council the information to review on Friday and make a decision on Monday.

Council member Kuehne agreed.

City Manager deGraffenried said that he would like to see this item on a future agenda for further review and possible action.

7. Adjourn Workshop Session

Council member McCauley moved to adjourn the workshop session at 6:44 p.m. The motion was seconded by Council member White and with a unanimous vote, the motion carried.

A break was taken before going into regular session.

REGULAR SESSION 7:00 P.M.
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ANNOUNCEMENTS

A. Call to Order

Mayor Talbert called the regular session to order at 7:00 p.m.

B. Invocation and Pledge of Allegiance

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

C. Presentations and Proclamations

There were no presentation or proclamations.

	PUBLIC HEARINGS/CITIZEN COMMENTS
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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.
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There were no citizen comments.

1.2	Public hearing to receive citizen comments regarding a request to Close, Abandon, Vacate and Convey a Street and/or Public Right-of-Way or a portion thereof, for property being described as East Deb Lynn from Willis Street to Rice Street.
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Becky Sims, Assistant City Secretary, explained that the City received a request from Terence J Roberts, owner of the property described as 19.556 acres, ABST 419, L.H.W Johnson; commonly known as 1203 S

Willis. Mr. Roberts is asking the City to consider conveying East Deb Lynn from Willis to Rice Street as it affects the ideal footprint of the property for residential construction.

Sims reviewed the following:

- A large portion of the land resides in the floodplain.
- The Street/ROW also is in the floodplain and runs through the reservoir.
- There is an easement to Lampasas County WCID #1 for the reservoir that was recorded in 1959.
- Twelve (12) letters were sent to property owners within 200 feet as required. The City received three letters: two letters that were in favor of the request and one letter that was opposed.
- The property is described as East Deb Lynn from Willis Street to Rice Street. The road runs through Terence J. Roberts property described as 19.556 acres, ABST 419, L.H.W Johnson, and abuts Thomas Teer .05 acres, Vernon Baker 0.24 acres and Hugh Tharp 24.05 acre properties.
- Mr. Terence J Roberts is asking City Council to consider a request to Vacate, Abandon, or close and convey a street, alley and/or public right of way, or a portion thereof for property being described as East Deb Lynn from Willis Street to Rice Street. The road runs through Terence J. Roberts property described as 19.556 acres, ABST 419, L.H.W Johnson
- This property is located within Lampasas City Limits.
- Mr. Roberts is asking to abandon the street as it affects the ideal footprint for the construction of a home. A large portion of the land resides in the floodplain.

City Manager deGraffenried explained that an access easement would still need to be maintained for utility purposes.

Mayor Talbert opened the public hearing for any citizen comments.

Charles Mann, 200-foot property owner, spoke in objection of the request because he felt there would be an increase in traffic and there were too many unknowns, especially when at one time Mr. Roberts was planning a residential development on this same property.

T. J. Roberts, requestor, explained that he did at one time plan on a residential development for this area but is no longer interested in doing that. He was requesting the closure of the street to build one single family home. He said that with the reservoir now being 20 feet deep, there is no potential use of the entire property and the street right-of-ways are no benefit to the City either since it runs through the reservoir, which is controlled by the Water and Control Improvement District (WCID).

Mr. Mann said that after hearing Mr. Roberts explanation, he was no longer opposed since only one home would be on the property.

Council member McCauley expressed his objection saying that it was too early to make a decision. Twenty years from now, the City could need to run utilities through this right-of-way and it could cut off the City from any future development.

Mr. Roberts again reiterated that the right-of-way runs through the reservoir that is 20 feet deep.

Council member Williamson asked if on the comprehensive side, would the City need this area for future use?

Gary Cox, Assistant City Manager, replied that there is no feasible use, especially with the control by the WCID. It is not serviceable to the City and there is no suitable use.

Mayor Pro Tem Monroe moved to close the public hearing. The motion was seconded by Council member White and with a unanimous vote, the motion carried.

1.3	Public hearing to receive citizen comments regarding a request to consider approval, denial, or approval with modification(s) the rezone of 2.18 acres from Retail "R" to Central Business District "CBD", Lampasas County, Lampasas, Texas. The property is described as Block 10, Old Town Lampasas, Lots 1-7 and the closed portion of First Street, Pecan Street and the alley in Block 10, commonly known as 208 S. Liveoak, Lampasas, Texas.
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Becky Sims, Assistant City Secretary, explained that the City received a zoning change request from Richard Hardin to rezone 2.18 acres from Retail "R" to Central Business District "CBD".

Sims reviewed the following:

- Mr. Hardin has plans on developing this property and Central Business District Zoning allows more flexibility and compliments the Historic Downtown; which encourages development and redevelopment.
- The standards for parking requirements, building set-backs and building heights are similar to existing developments in the central area.
- The area surrounding the property is Retail "R", Central Business District, Single Family Residential-6 "SF-6" and Light Industrial "LI".
- Thirty-two (32) letters were sent to property owners within a 200-foot radius. Five (5) letters were returned, four (4) approving the request and one (1) protesting.
- This item was heard before the Planning & Zoning Commission on February 7, 2019. The Commission voted unanimously to recommended to Council the approval of this rezone request.

Mr. Hardin was present at the meeting to answer any questions.

Mayor Talbert opened the public hearing for any citizen comments. There were no comments.

Council member Williamson moved to close the public hearing. The motion was seconded by Mayor Pro Tem Monroe and with a unanimous vote, the motion carried.

1.4	Public hearing to receive citizen comments regarding a request to Close, Abandon, Vacate and Convey the North 4 feet of East Second Street Right of Way adjacent to Lot 3, Block 10 of Old Town Lampasas.
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Becky Sims, Assistant City Secretary, explained that the City received a request from Richard Hardin, who owns the property located at Block 10, Old Town Lampasas, Lots 1-7 and the closed portion of First Street, Pecan Street and the alley in Block 10, commonly known as 208 S Liveoak. Mr. Hardin is asking the City to consider conveying the North 4 feet of East Second Street right-of-way adjacent to Lot 3, Block 10 of Old Town Lampasas.

Sims explained that during a recent review of the survey, it was found that the Historic Depot structure and its brick patio wall encroaches onto the right-of-way. Thirty-two (32) letters were sent to surrounding property owners within a 200-foot radius. The City received five (5) letters in favor of the request. No opposition was received.

Mr. Hardin was present at the meeting to answer any questions.

Mayor Talbert opened the public hearing for any citizen comments. There were no comments.

Mayor Pro Tem Monroe moved to close the public hearing. The motion was seconded by Council member White and with a unanimous vote, the motion carried.

2.0	MINUTES
2.1	Discussion and possible action concerning approval of minutes of the regular meeting on January 28, 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	CONSENT AGENDA
3.1	Discussion and possible action concerning the second reading of an Ordinance calling for a General Election to elect the expired terms of the Mayor and Council members Places One, Two and Six for the City Council of the City of Lampasas, Texas to be held on the 4 th day of May, 2019; Providing for Polling Times and Places; Providing for Early Voting; and Providing for bilingual election materials.
3.2	Discussion and possible action concerning the second reading of an Ordinance calling a Special Local Option Election for May 4, 2019, for the purpose of submitting to the qualified voters of the City of Lampasas the following issue: Whether or not to permit the Legal Sale of All Alcoholic Beverages including Mixed Beverages in the City of Lampasas.
3.3	Discussion and possible action regarding purchases and charges in excess of \$4,000 from December 1, 2018- December 31, 2018
3.4	Discussion and possible action regarding purchases and charges in excess of \$4,000 from January 1, 2019- January 31, 2019.

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

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

5.0	ROUTINE MATTERS
5.1	City Manager's Operational Report

City Manager deGraffenried reviewed his report:

- Sales Tax - The City experienced a slight increase in sales tax receipts for the month of February compared to the same time last year. The \$2,222 increase represented an improvement of 1.3% from February 2018. Although sales tax appears to have leveled out somewhat, receipts since January 2015 indicate a solid 12.6% increase.
- Floodplain Training - Thanks to Fire Chief Reece Oestreich, representatives from the Texas Floodplain Management Association conducted a Floodplain 101 course in Lampasas last

week. The one-day training was well attended by government officials, consultants and engineers and included four (4) City of Lampasas Staff. With Judge Boultinghouse retiring, the City is hopeful to eventually have staff with a Floodplain Manager designation.

- Pole Attachments – Gary Cox, Assistant City Manager, has been working with Yvonne Moreno, Finance Director, to review and possibly revise the City’s Pole attachment agreements with various telecom and television providers. The City’s agreements cannot be discriminatory in terms of charges, however, it appears we have not increased the fee in well over 10 years. The City currently has approximately 5,200 poles in our system with 3,008 contacts from either SuddenLink or AT&T. The process will hopefully validate the correct number of contacts by the entities, as well as bring revenue and charges into line with industry norms.
- Trash Contract - The City has not yet received the revised amended Contract from Waste Connections for sludge hauling and extension; and it is Staff’s understanding there may be a miscommunication in rate, service and term. Staff will wait to review the contract when forwarded from our contractor, and submit to Council for approval providing terms are acceptable. In the event terms are not as previously presented, Staff bears responsibility for the miscommunication to Council.
- Police Department – Sammy Bailey, Police Chief, reports that John Bowman has filled the position of Police Officer for the City of Lampasas. Mr. Bowman has been serving the City of Copperas Cove as a Patrol Officer for the past two years and wishes to get a little closer to home.
- Round Up - The Annual Warrant Round-Up is scheduled to commence on February 11. The Lampasas Police Department will be increasing enforcement and serving warrants on individuals with outstanding unpaid Lampasas Municipal Court fines. The Police Department and Municipal Court are encouraging folks to come in to make payment arrangements prior to the Round-Up.
- LCRA - LCRA has informed the City the Transmission Utility will be upgrading towers in the Lampasas area. Prior to commencing the project, notifications have been sent to stakeholders regarding an archeological survey, and any potential artifacts or unmarked graves. Duane Griffith, Cemetery Crew Leader, will be coordinating between the Oak Hill Association and LCRA regarding any issues.
- Leak at Spring Street Pump – He informed Council of the leak of concrete pipe and they are keeping an eye on it.
- ABC - He announced the committed work efforts of all Departments involved on the water leaks and clean up that occurred last week. Crews worked through the night up to 4:30 a.m. He thanked the Water/Wastewater Department, Street Department, Fire Department and IT Department. It was a team effort and he praised them all.

5.2	MAYOR’S COMMENTS
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The Mayor had no comments to make.

6.0	UNFINISHED BUSINESS
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There was no unfinished business.

7.0	NEW BUSINESS
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7.1	Discussion and possible action regarding the acceptance of the Lampasas County Chamber of
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Commerce First Quarter Report

Melissa Unger, Chamber Director, explained that she had reviewed the report with Council in workshop session and the Chamber is requesting reimbursement in the amount of \$10,661.78 for their 1st Quarter report.

Council member Williamson moved to accept the Lampasas County Chamber of Commerce & Visitor Center First Quarter Report as presented. The motion was seconded by Mayor Pro Tem Monroe and with a unanimous vote, the motion carried.

7.2	Discussion and possible action regarding a Hotel Occupancy Tax Fund (HOT) request in the amount of \$2,065.26 from the Chamber of Commerce for the Bloomin' Fest/Sip & Stroll April 6, 2019
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Melissa Unger, Chamber Director, reported that she had left out additional expenses that she was seeking reimbursement for which was for additional advertising costs, porta potties and security for a total of \$2,590.57.

Council member Williamson moved to approve the Hotel Occupancy Tax Fund (HOT) request in the amount of \$2,590.57 from the Chamber of Commerce for the Bloomin' Fest/Sip & Stroll April 6, 2019. The motion was seconded by Council member White and with a unanimous vote, the motion carried.

7.3	Discussion and possible action regarding approval of request to Vacate, Abandon or Close and Convey a Street and/or Public Right-of-Way or a portion thereof, for property being described as East Deb Lynn from Willis Street to Rice Street.
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Becky Sims, Assistant City Secretary, explained that this item was discussed in public hearing.

City Manager deGraffenried indicated that an easement would be maintained and included in the ordinance.

Mayor Pro Tem Monroe moved to the approve, with the addition of an easement, the first reading of the Ordinance providing to Close, Abandon, Vacate and Convey a street, alley and/or a public right-of-way, or a portion thereof, for property being described as East Deb Lynn from Willis Street to Rice Street. The road runs through Terence J. Roberts property described as 19.556 acres, ABST 419, L.H.W Johnson, and abuts Thomas Teer .05 acres, Vernon Baker 0.24 acres and Hugh Tharp 24.05 acre properties, and the closing of such as a public thoroughfare; authorizing the City Manager to execute a Quit Claim Deed, providing for the terms and conditions of such abandonment, closing and transfer; and, calling a public hearing. The motion was seconded by Council member Toups and with a unanimous vote, the motion carried.

7.4	Discussion and possible action regarding the first reading of an Ordinance to consider approval, denial, or approval with modification(s) the rezone of 2.18 acres from Retail "R" to Central Business District "CBD", Lampasas County, Lampasas, Texas. The property is described as Block 10, Old Town Lampasas, Lots 1-7 and the closed portion of First Street, Pecan Street and the alley in Block 10, commonly known as 208 S. Liveoak, Lampasas, Texas.
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Becky Sims, Assistant City Secretary, explained that this item was discussed in public hearing.

Council member Williamson moved to approve the first reading an Ordinance granting a request to rezone property, and ordering a change to Ordinance No. 878 and the accompanying City of Lampasas Official Zoning Map, as amended, to change the zoning classification from Retail “R” of property described as 2.8 acres, Block 10, Old Town Lampasas, Lots 1-7 and the closed portion of First Street, Pecan Street and the alley in Block 10, commonly known as 208 S. Liveak, Lampasas, Texas, to Central Business District “CBD” Lampasas, Texas, Lampasas County, detailing restrictions related thereto; providing a severability clause; and providing an effective date. The motion was seconded by Council member White and with a unanimous vote, the motion carried.

7.5	Discussion and possible action regarding approval of request to Close, Abandon, Vacate and Convey the North 4 feet of East Second Street Right of Way adjacent to Lot 3, Block 10 of Old Town Lampasas.
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Becky Sims, Assistant City Secretary, explained that this item was discussed in public hearing.

Council member White moved to approve the first reading of an Ordinance providing to Close, Abandon, Vacate and Convey the North 4 feet of East Second Street Right of Way adjacent to Lot 3, Block 10 of Old Town Lampasas, and the closing of such as a public thoroughfare; authorizing the City Manager to execute a Quit Claim Deed, providing for the terms and conditions of such abandonment, closing and transfer; and, calling a public hearing. The motion was seconded by Council member Toups and with a unanimous vote, the motion carried.

7.6	Presentation of the Lampasas Police Department Annual Racial Profiling Report
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Sammy Bailey, Police Chief, explained that the Lampasas Police Department is required by State Law to make a report no later than March 1st each year, to the City Council regarding police contact data for the purpose of identifying and responding (if necessary) to concerns regarding racial profiling practices.

Bailey reviewed the report with Council and explained that the Lampasas Police Department complies with both the letter and the spirit of Code of Criminal Procedure Articles 2.131-2.138 pertaining to Racial Profiling. The Lampasas Police Department believes it is our legal and moral responsibility to act just in all instances and with all persons. The department has zero tolerance for Racial Profiling and prohibits Racial Profiling. Racial Profiling is an activity that violates the public trust that is vital to our efforts to effective policing.

No action was necessary.

7.7	Discussion and possible action regarding the award of a quote to Core & Main not to exceed \$35,000.00 to install 500 radio read water meters.
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Gary Cox, Assistant City Manager, explained that Staff received quotes from the following vendors:

Core & Main-	\$ 20,060.33
M&C Fonseca-	\$ 201,495.00
Lancaster Plumbing-	\$ 65,000.00

Cox explained the following:

- The \$20,060.33 quote from Core & Main covers the labor to change out 500 manual read meters to our new radio read meter system.
- Staff added a \$15,000 contingency fund to the project to cover the cost of meter boxes that may be changed out due to existing damage or if it is a metal meter box. The radio system will not work properly through metal meter boxes.
- This project began in 2015, to date we have replaced 1,068 of 3,408 meters. Our goal is to change out 500 in 2019, 1,000 in 2020 and complete the project in 2021.
- The radio read meters are more efficient and accurate compared to manual read meters.

Mayor Pro Tem Monroe moved to approve the award of quote to Core & Main not to exceed \$35,000.00 to install 500 radio read water meters and authorize the City Manager to execute related documents. The motion was seconded by Council member White and with a unanimous vote, the motion carried.

7.8	Discussion and possible action to declare a 2002 Chevrolet Silverado 1500 pickup truck used as a meter reader truck, as surplus and to authorize disposal as allowed by State Law.
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Yvonne Moreno, Finance Director, explained that the Finance Department is requesting permission to dispose/sale of a 2002 Chevrolet Silverado 1500 pickup used by the meter readers as State Law allows. The pickup has 118,734 miles. The pickup had a number of maintenance issues and was replaced with a new pickup in June 2018. The Finance Department held the 2002 pickup as a backup; however, it is in the best interest of the City to dispose/sale the pickup and not expense any monies for the maintenance and upkeep of the vehicle.

Council member Williamson moved to approve to declare a 2002 Chevrolet Silverado 1500 pickup truck used as a meter reader truck, as surplus and to authorize disposal as allowed by State Law. The motion was seconded by Mayor Pro Tem Monroe and with a unanimous vote, the motion carried.

7.9	Discussion and possible action regarding the selection of color and logo for the Nix Water Tank
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Gary Cox, Assistant City Manager, explained that this item was discussed in workshop session.

Council member White moved to approve the color of tank as white and the logo to be a rocking L in a true blue color. The motion was seconded by Mayor Pro Tem Monroe and with a vote of six in favor and one opposed (Kuehne), the motion carried.

7.10	Discussion and possible action regarding the first reading of an Ordinance amending Chapter 38 "Fire Prevention and Protection" Article IV "Fire Code" adding section 38-107 concerning exceptions to previously adopted 2012 International Fire Code Appendix C Fire Hydrant Locations and Distributions as recommended by Construction Board of Adjustments and Appeals
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Ronnie Withers, Fire Marshal, explained that the City of Lampasas is continuing to see growth within our ETJ. As we continue to grow it is evident that while we continue to provide Fire Services within our ETJ, the Fire Flow is not adequate for Fire Hydrants in the newly developed subdivisions.

Withers explained that City Staff is asking Council to consider amending the Fire Code to allow for the installation of 13 D Fire Suppression systems inside the single family dwellings with booster pumps as needed. This will not be a mandatory requirement; however, it does allow for an exception to the Fire Hydrant requirement within every 500 feet in subdivisions.

Withers said that this item was heard before the Construction Board of Adjustment and Appeal on February 7, 2019 and recommended approval to City Council to amend the Lampasas Code of Ordinances Chapter 38 “Fire Prevention and Protection”.

Council member White moved to approve the first reading of an Ordinance of the City Council of Lampasas, Texas amending Chapter 38 “Fire Prevention and Protection”, Article IV, “Fire Code”; adding Section 38-107 concerning modifications to previously adopted 2012 International Fire Code Appendix C Fire Hydrant Locations and Distribution; repealing any inconsistent provision; providing a severability clause; and establishing an effective date. The motion was seconded by Mayor Pro Tem Monroe and with a unanimous vote, the motion carried.

Adjourn

Mayor Pro Tem Monroe moved to adjourn the meeting at 8:01 p.m. The motion was seconded by Council member McCauley and with a unanimous vote, the motion carried.

PASSED AND APPROVED this _____ day of _____, 2019.

Misti Talbert, Mayor

ATTEST:

Christina Marez, City Secretary


City Manager

ITEM NO. 3.1

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

Subject:

Discussion and possible action regarding the second reading of an Ordinance to Close, Abandon, Vacate, and Convey East Deb Lynn from Willis to Rice Street. The road runs through Terence J Roberts property described as 19.556 acres. ABST 419, L.H.W. Johnson, and abuts Thomas Teer .05 acres, Vernon Baker 0.24 acres, Hugh Tharp 24.05 acre properties.

Requested By: Becky Sims, Assistant City Secretary

Submitted By: Becky Sims, Assistant City Secretary

Date Submitted: January 30, 2019

For the Agenda of: February 25, 2019

Procurement and Funding Statement:

N/A

Attachments: Customer Letter, Pictures, Map & Ordinance

Summary Statement:

This is the second reading of an Ordinance

Recommendation:

To consider a motion to approve the second reading of an Ordinance to Close, Abandon, Vacate and Convey East Deb Lynn from Willis to Rice Street.

ORDINANCE NO. _____

An Ordinance providing for the Close, Abandon, Vacate and Convey a street, alley and/or a public right-of-way, or a portion thereof, for property being described as East Deb Lynn from Willis Street to Rice Street. The road runs through Terence J. Roberts property described as 19.556 acres, ABST 419, L.H.W Johnson, and abuts Thomas Teer .05 acres, Vernon Baker 0.24 acres and Hugh Tharp 24.05 acre properties, and the closing of such as a public thoroughfare; authorizing the City Manager to execute a Quit Claim Deed, providing for the terms and conditions of such abandonment, closing and transfer; and, calling a public hearing.

WHEREAS, Terence J Roberts, has requested that the City of Lampasas close, abandon, vacate and convey the street and/or public right-of-way in the town and County of Lampasas, being described as East Deb Lynn from Willis Street to Rice Street. The road runs through Terence J. Roberts property described as 19.556 acres, ABST 419, L.H.W Johnson, and abuts Thomas Teer .05 acres, Vernon Baker 0.24 acres and Hugh Tharp 24.05 acre properties, as shown on Exhibit "A," attached hereto, and

WHEREAS, written notice of this request for abandonment and a public hearing on same was provided in accordance with State laws; and

WHEREAS, upon considering the request at a public hearing held on February 11, 2019, before the City Council of the City of Lampasas, and upon consideration of additional information pertaining to this request, the City Council now finds that the City and other utilities existing in the area of the street, and/or public right-of-way, will be sufficiently protected.

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

Part 1: That the street and/or public right-of-way in the town and County of Lampasas, being described as East Deb Lynn from Willis Street to Rice Street. The road runs through Terence J. Roberts property described as 19.556 acres, ABST 419, L.H.W Johnson, and abuts Thomas Teer .05 acres, Vernon Baker 0.24 acres and Hugh Tharp 24.05 acre properties is hereby abandoned, vacated and closed insofar as the right or title is concerned.

Part 2: That said street and/or public right-of-way is not needed for public purposes, and it is in the public interest of the City of Lampasas to abandon said described street, and/or public right-of-way.

Part 3: That the abandonment provided for herein shall extend only to the public right and title in and to the tracts of land described in PART 1 of this Ordinance, and shall be construed only to that interest the governing body of the City of Lampasas may legally and lawfully abandon.

Part 4: That the City Manager be authorized to convey the closed, abandoned, and vacated portion of the street as described and to execute any and all documents related to the conveyance.

PASSED AND APPROVED on the First Reading, on this the 11TH day of February, 2019

PASSED AND ADOPTED on the Second Reading on this the 25th day of February, 2019

APPROVED:

ATTEST:

Misti Talbert, Mayor

Christina Marez, City Secretary

APPROVED AS TO FORM:

Jo-Christy Brown, City Attorney

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


City Manager

ITEM NO. 3.2

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

Subject:

Discussion and possible action regarding a request to consider approval, denial, or approval with modification(s) the second reading of an Ordinance to rezone 2.18 acres from Retail "R" to Central Business District "CBD", Lampasas County, Lampasas, Texas. The property is described as Block 10, Old Town Lampasas, Lots 1-7 and the closed portion of First Street, Pecan Street and the alley in Block 10, commonly known as 208 S. Liveoak, Lampasas, Texas.

Requested By: Becky Sims, Assistant City Secretary

Submitted By: Becky Sims, Assistant City Secretary

Date Submitted: February 7, 2019

For the Agenda of: February 25, 2019

Procurement and Funding Statement:

N/A

Attachments: Application, Property Description, Letters, Maps and Ordinance

Summary Statement:

This is the second reading of an Ordinance

Recommendation:

To consider a motion to approve the second reading of an Ordinance to rezone 2.18 acres from Retail "R" to Central Business District "CBD", Lampasas County, Lampasas, Texas. The property is described as Block 10, Old Town Lampasas, Lots 1-7 and the closed portion of First Street, Pecan Street and the alley in Block 10, commonly known as 208 S. Liveoak, Lampasas, Texas.

ORDINANCE NO. _____

AN ORDINANCE GRANTING A REQUEST TO REZONE PROPERTY, AND ORDERING A CHANGE TO ORDINANCE NO. 878 AND THE ACCOMPANYING CITY OF LAMPASAS OFFICIAL ZONING MAP, AS AMENDED, TO CHANGE THE ZONING CLASSIFICATION FROM RETAIL "R" OF PROPERTY DESCRIBED AS 2.18 ACRES, BLOCK 10, OLD TOWN LAMPASAS, LOTS 1-7 AND THE CLOSED PORTION OF FIRST STREET, PECAN STREET AND THE ALLEY IN BLOCK 10, COMMONLY KNOWN AS 208 S LIVEOAK, LAMPASAS, TEXAS TO CENTRAL BUSINESS DISTRICT "CBD" LAMPASAS TEXAS, LAMPASAS COUNTY DETAILING RESTRICTIONS RELATED THERETO; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Mr. Richard Hardin, Hardin Interests, Inc. A Texas Corporation is asking the City of Lampasas Planning and Zoning Commission and City Council to the rezone 2.18 acres from Retail "R" to Central Business District "CBD", Lampasas County, Lampasas, Texas. The property is described as Block 10, Old Town Lampasas, Lots 1-7 and the closed portion of First Street, Pecan Street and the alley in Block 10, commonly known as 208 S Liveoak, Lampasas, Texas.

WHEREAS, pursuant to Section 10.4 of the City's Zoning Ordinance, notice of the request to rezone property was given to all property owners located within two hundred feet (200') of the property; and

WHEREAS, pursuant to Section 10 of the Zoning Ordinance of the City of Lampasas, Texas, public notice has been given, and a public hearing was held on February 7, 2019 by the Planning & Zoning Commission regarding the request for a rezone by the Applicant; and

WHEREAS, pursuant to Section 10 of the Zoning Ordinance of the City of Lampasas, Texas, public notice has been given, and a public hearing was held on February 11, 2019, by the City Council regarding the request for a rezone by the Applicant; and

WHEREAS, the City Council finds that it is in the public interest to approve the request to rezone the property from Retail "R" to Central Business District "CBD"

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

Part 1: That the rezone requested by Mr. Richard Hardin, Hardin Interests, Inc. A Texas Corporation for property described as 2.18 acres, Block 10, Old Town Lampasas, Lots 1-7 and the closed portion of First Street, Pecan Street and the alley in Block 10, commonly known as 208 S Liveoak, Lampasas, Texas. Lampasas County and as shown in the attached exhibit, is hereby approved.

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

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

PASSED AND APPROVED THE FIRST READING ON THIS 11th DAY OF
FEBRUARY, 2019

PASSED AND ADOPTED ON THE SECOND READING ON THE 25TH DAY of
FEBRUARY, 2019

APPROVED:

ATTEST:

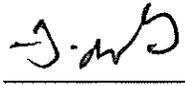
Misti Talbert, Mayor

Christina Marez, City Secretary

APPROVED AS TO FORM:

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

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City Manager

ITEM NO. 3.3

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

Subject:

Discussion and possible action regarding the second reading of an Ordinance to Close, Abandon, Vacate and Convey the North 4 feet of East Second Street Right of Way adjacent to Lot 3, Block 10 of Old Town Lampasas.

Requested By: Becky Sims, Assistant City Secretary

Submitted By: Becky Sims, Assistant City Secretary

Date Submitted: February 7, 2019

For the Agenda of: February 25, 2019

Procurement and Funding Statement:

N/A

Attachments: Customer Letter, Pictures, Letters, Map & Ordinance

Summary Statement:

This is the second reading of an Ordinance

Recommendation:

To consider a motion to approve the second reading of an Ordinance to Close, Abandon, Vacate and Convey the North 4 feet of East Second Street Right of Way adjacent to Lot 3, Block 10 of Old Town Lampasas.

ORDINANCE NO. _____

An Ordinance providing for the Close, Abandon, Vacate and Convey the North 4 feet of East Second Street Right of Way adjacent to Lot 3, Block 10 of Old Town Lampasas, and the closing of such as a public thoroughfare; authorizing the City Manager to execute a Quit Claim Deed, providing for the terms and conditions of such abandonment, closing and transfer; and, calling a public hearing.

WHEREAS, Richard Hardin, has requested that the City of Lampasas close, abandon, vacate and convey the street and/or public right-of-way in the Lampasas, Texas, Lampasas County, being the North 4 feet of East Second Street Right of Way adjacent to Lot 3, Block 10 of Old Town Lampasas, as shown on Exhibit "A," attached hereto, and

WHEREAS, written notice of this request for abandonment and a public hearing on same was provided in accordance with State laws; and

WHEREAS, upon considering the request at a public hearing held on **February 11, 2019**, before the City Council of the City of Lampasas, and upon consideration of additional information pertaining to this request, the City Council now finds that the City and other utilities existing in the area of the street, and/or public right-of-way, will be sufficiently protected.

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

Part 1: That the street and/or public right-of-way in the town and County of Lampasas, being the North 4 feet of East Second Street Right of Way adjacent to Lot 3, Block 10 of Old Town Lampasas is hereby abandoned, vacated and closed insofar as the right or title is concerned.

Part 2: That said street and/or public right-of-way is not needed for public purposes, and it is in the public interest of the City of Lampasas to abandon said described street, and/or public right-of-way.

Part 3: That the abandonment provided for herein shall extend only to the public right and title in and to the tracts of land described in PART 1 of this Ordinance, and shall be construed only to that interest the governing body of the City of Lampasas may legally and lawfully abandon.

Part 4: That the City Manager be authorized to convey the closed, abandoned, and vacated portion of the street as described and to execute any and all documents related to the conveyance.

PASSED AND APPROVED on the First Reading, on this the 11TH day of February, 2019

PASSED AND ADOPTED on the Second Reading on this the 25th day of February, 2019

APPROVED:

ATTEST:

Misti Talbert, Mayor

Christina Marez, City Secretary

APPROVED AS TO FORM:

Jo-Christy Brown, City Attorney

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


City Manager

ITEM NO. 3.4

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

Subject:

Discussion and possible action regarding the second reading of an Ordinance amending Chapter 38 "Fire Prevention and Protection" Article IV "Fire Code" adding section 38-107 concerning exceptions to previously adopted 2012 International Fire Code Appendix C Fire Hydrant Locations and Distributions

Requested By: Ronnie Withers, Fire Marshal

Submitted By: Becky Sims, Assistant City Secretary

Date Submitted: February 7, 2019

For the Agenda of: February 25, 2019

Procurement and Funding Statement:

N/A

Attachments: Ordinance

Summary Statement:

This is the second reading of an Ordinance

Recommendation:

To consider a motion to approve the second reading of an Ordinance amending Chapter 38 "Fire Prevention and Protection" Article IV "Fire Code" adding section 38-107 concerning exceptions to previously adopted 2012 International Fire Code Appendix C Fire Hydrant Locations and Distributions

AN ORDINANCE OF THE CITY COUNCIL OF LAMPASAS, TEXAS AMENDING CHAPTER 38 "FIRE PREVENTION AND PROTECTION", ARTICLE IV, "FIRE CODE"; ADDING SECTION 38-107 CONCERNING MODIFICATIONS TO PREVIOUSLY ADOPTED 2012 INTERNATIONAL FIRE CODE APPENDIX C FIRE HYDRANT LOCATIONS AND DISTRIBUTION.; REPEALING ANY INCONSISTENT PROVISIONS; PROVIDING A SEVERABILITY CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

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

WHEREAS, the City of Lampasas previously adopted the 2012 International Fire Code as a portion of its standard building code; and

WHEREAS, as authorized by the State of Texas and its Home Rule Charter, the City has determined that it is in the best interests of the health, safety and welfare of its citizens to amend Chapter 38 "Fire Prevention and Protection," by adding Article IV "Fire Code" Section 38-107, which will modify certain limited provisions of the adopted 2012 International Fire Code Appendix C Fire Hydrant Locations and Distributions, 13D Sprinkler Systems, related to fire suppression in Single Family Residential subdivisions.

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

Part 1: That Chapter 38 "Fire Prevention and Protection", Article IV, entitled "Fire Code" of the Code of Ordinances of the City of Lampasas, Texas is hereby amended, to include new provisions as stated herein, modifying certain fire hydrant requirements for identified Single Family Residential Subdivisions, as follows:

Sec. 38-107. – Fire Hydrant Locations

Section C102
Location

C102.1 Fire Hydrant Locations- Fire hydrants shall be provided along required fire apparatus access roads and adjacent public streets

Exception: To allow 13D (Multi-Purpose) fire suppression systems for 1 or 2 family dwellings which will require a designed fire suppression system to show fire flow. The fire flow shall be satisfied by a booster pump located at each residence, in lieu of fire hydrants placed in the apparatus access roads where fire flow cannot be satisfied by the public water system. This will not eliminate the hydrant locations where fire flow can be fulfilled.

At the time public water supply can meet the required fire flow, fire hydrants shall be put in place for the remainder of the new construction.

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

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

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

PASSED AND APPROVED ON THE FIRST READING on the 11th Day of February

PASSED AND ADOPTED ON THE SECOND READING on the 25th Day of February

APPROVED:

ATTEST:

Misti Talbert, Mayor

Christina Marez, City Secretary

APPROVED AS TO FORM:

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

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 City Manager

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

Subject: Discussion and Possible Action on the Receipt of the Monthly Investment Report for January 2019.

Requested By: Yvonne Moreno, Finance Director

Submitted By: Yvonne Moreno, Finance Director

Date Submitted: February 20, 2019 For the Agenda of: February 25, 2019

Procurement and Funding Statement: N/A

Attachments: Investment Report prepared by Patterson & Associates

Summary Statement:

The weighted average maturity of City investments is 25 days.

The City's yield to maturity is 1.902

<u>Place of Investment</u>	<u>Investment Amount</u>	<u>% of Portfolio</u>
TexPool / TexPool Prime	\$4,024,101.93	23.46%
TexStar	\$1,767,414.34	10.31%
Bancorp South	\$5,475,716.59	31.93%
Money Market	\$3,879,546.98	22.62%
Frost Bank- Checking	\$ 105,485.10	0.62%
Federal Agency Securities	\$1,898,824.62	11.07%

Recommendation: Motion to approve by consent.



**Monthly Investment Report
January 31, 2019**

PATTERSON & ASSOCIATES



INVESTMENT PROFESSIONALS

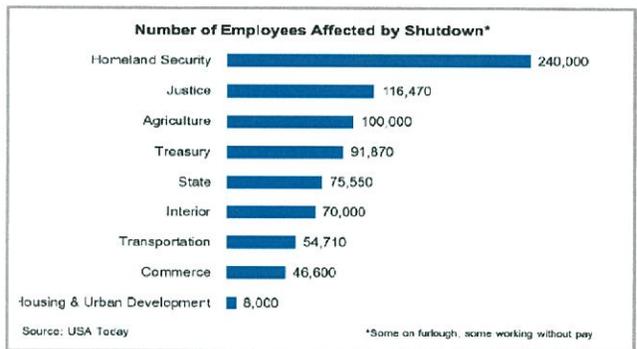
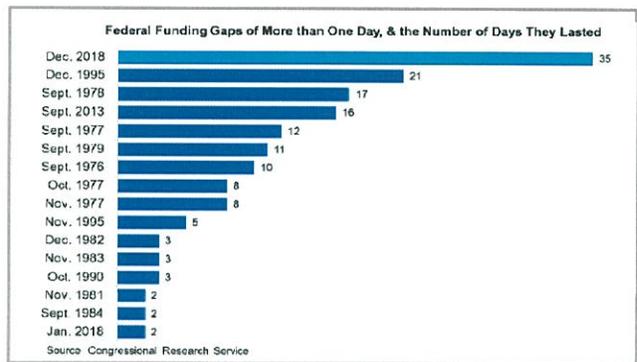
A Shutdown and a Shadow

February 2nd is Groundhog Day but the markets had a six-week shadow moment in January as the Fed saw its own six-week shadow on global growth. So for the time being rate hikes are on temporary hold. The Fed is being “patient” and “data dependent” which is a move away from 4Q calls for rate hikes to counter potential inflation pressures caused by then perceived growth. Over all it is a shift to greater risk management and interpreted by some that the next move could be up or down. Meanwhile the Fed is focused on the positives: very strong employment, moderate growth and inflation close to its 2% target.

The second major issue for the Fed is the normalization of the balance sheet. Accumulated during the QE (quantitative easing) period the Fed has moved to reduce their owned securities. Markets may not like this action as it will increase the supply (reducing prices) and tend to increase rates on the long end. But this action is not tied to the Fed’s monetary rate policy and could continue towards their goal regardless of decisions on the short end rates. The decrease is not a policy tool but a technical move by the Fed.

The Fed, and the markets, were less concerned with the historic 35 day government shutdown which hinged on funds for border security and political intractability. The CBO has estimated the recent shutdown shaved 0.04% from Q1 GDP. An agreement must be reached before a 3 week deadline for another shutdown which would not bode well for the economy. This could prove to be a recurring theme in 2019.

More closely watched were Brexit and continuing Chinese trade talks. The Brexit battle is intensifying as rival factions compete on different exit plans. Probably any plan will entail further negotiation with Brussels. It is the impact of a UK exit on the future of the EU that raises the greatest spectre. As the month ends, a Chinese trade delegation is in DC and are expected to offer big increases in farm products and energy. Large economic structural changes remain elusive however. But, China needs to see some benefit from a trade deal. The country has slowed from 9% to 6% growth and the government is supporting industries and financial institutions hurt by the tariffs. If the dollar suffers from the deals Japan and China will sell their currencies and buy USD and then treasuries which could lower rates.



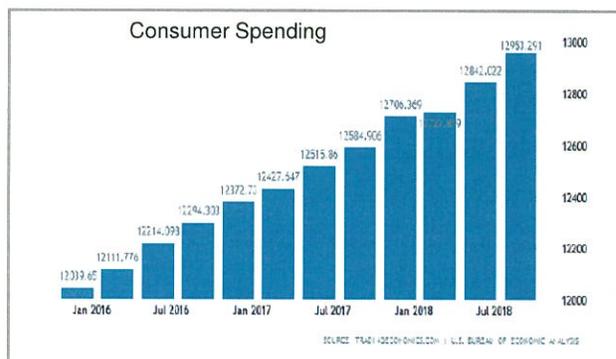
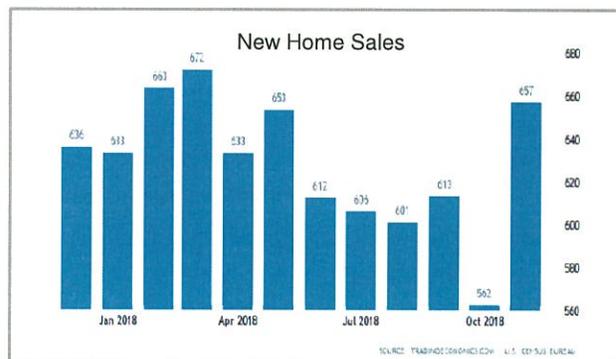
Hard Data Continues to be Positive

The negative narratives in the media and the markets paint a generally negative picture of the economy that hint of a coming recession. However, the Fed still sees economic growth as “solid” and household spending “growing strongly”. Much of the sentiment disconnect can be attributed to that growth being decidedly less robust than last year, but growth there is. The additional negatives come from the major global events such as Brexit and trade talks which add considerable uncertainty to any outlook.

A recession is defined as two successive quarters of lower GDP (reduced trade and industrial activity). On average since 1970 the time from inversion of the curve to recession is 15.5 months and not every inversion signals a recession. What causes it? Typically the Fed tightening removes liquidity from the markets and reduces the Net Interest Margin (spread between borrowing and lending). Lenders become more cautious so business activity declines. There has not yet been a significant tightening of NIM and along with moderate growth and on the basis of the historic time periods we may not see a recession until 2020. But, then again 2020 is an election year and Congress loves to spend before an election which throws a recession off until 2021!

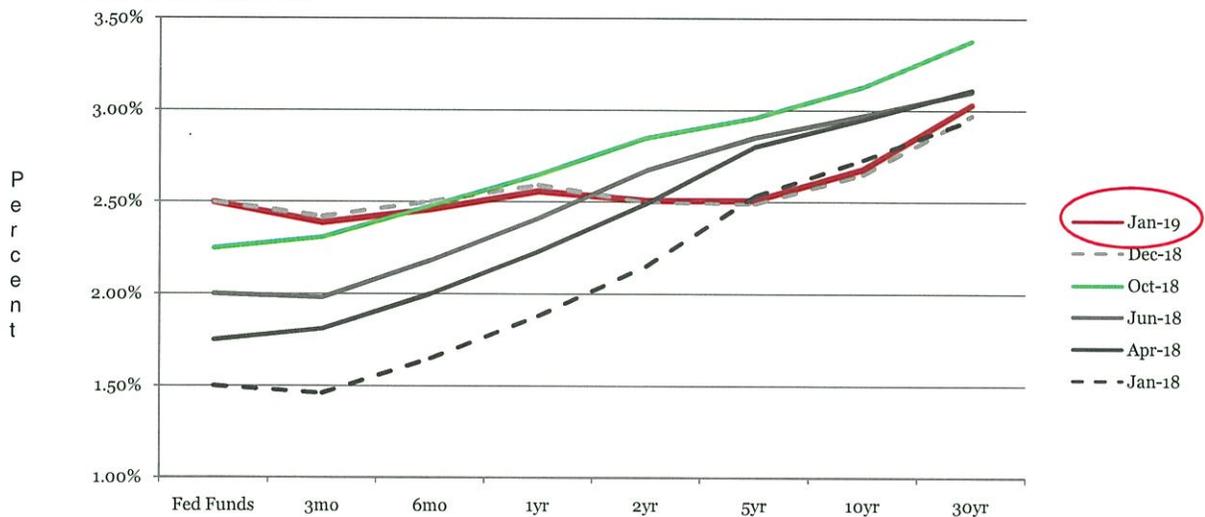
Positives remain in housing and with the consumer. New home sales have seen a material pickup in 2019 although existing home sales are down. Some of this is a natural growth from higher mortgage rates. The consumer may not be as confident going forward but it is not slowing her spending. Some of this could be generated from the low oil prices creating a wealth effect at the pump. Definitely the biggest positive is employment. Major gains in December and January show companies are adding workers and boosting pay. This resilience underscores the demand for labor which supports the consumer spending. The consumer will not have the tailwind of the 2018 tax cut but increased wages may counter some of that negative.

A major discussion during the first quarter will be on the future of FNMA and FHLMC as part of the overall discussion on housing finance reform. Several talking points move towards allowing outside competition for the two housing giants or allowing them to hold their own capital. Some thought is being given to an explicit guarantee from the US. All of these will affect the fixed income market – hopefully in a positive way.



The Flattening Curve

- An inversion does still appear on the curve but not from 2s to 10s. And, historically this inversion has predicted 7 of the last 5 recessions! Not a good track record. Plus the time from inversion to recession (since 1970) has averaged 15.5 months. Also not a panic situation.
- Rates from the 5-year out almost to the 30 year have crossed below those from one year ago ending the year with the 30 year only slightly higher.
- Fears of a recession controlled in December and early January but strong payrolls and moderate data are moving the possibility of a recession out to 2020.
- The key to interpreting the yield curve continues to come from the general slowing of the global economy and the anticipation that without inflation or stronger growth the Fed will not be able to continue raising rates. If the Fed does not raise rates money will be cheap and stock markets will continue to run.

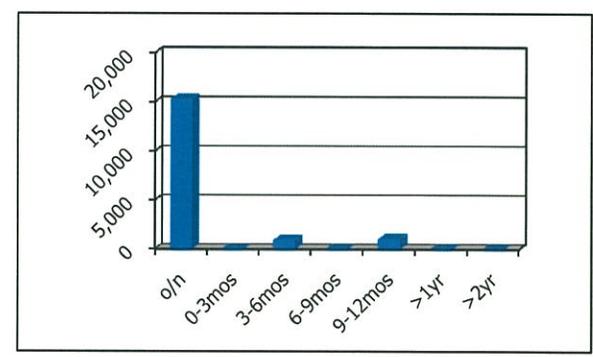
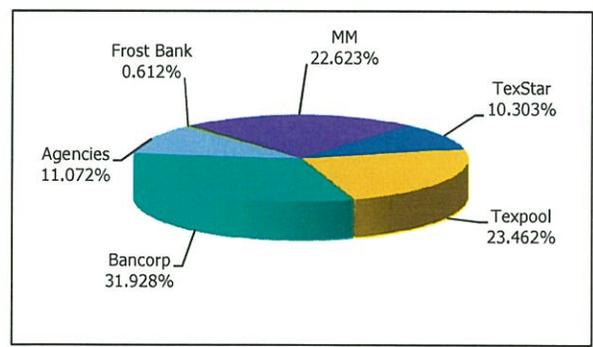


End of Month Rates - Full Yield Curve - Fed Funds to 30yr

Your Portfolio

As of January 31, 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 2.696%.





**City of Lampasas, Texas
Portfolio Management
Portfolio Summary
January 31, 2019**

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

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM 365 Equiv.
Federal Agency Coupon Securities	1,900,000.00	1,896,094.70	1,898,824.62	11.07	302	215	2.696
Bancorp South	5,475,716.59	5,475,716.59	5,475,716.59	31.93	1	1	1.184
Texpool/Texpool Prime	4,024,101.93	4,024,101.93	4,024,101.93	23.46	1	1	2.513
TexStar	1,767,414.34	1,767,414.34	1,767,414.34	10.31	1	1	2.394
Frost Bank	105,485.10	105,485.10	105,485.10	0.62	1	1	0.000
Money Market	3,879,546.98	3,879,546.98	3,879,546.98	22.62	1	1	1.721
Investments	17,152,264.94	17,148,359.64	17,151,089.56	100.00%	34	25	1.902
Cash and Accrued Interest							
Accrued Interest at Purchase		72.92	72.92				
Subtotal		72.92	72.92				
Total Cash and Investments	17,152,264.94	17,148,432.56	17,151,162.48		34	25	1.902

Total Earnings	January 31 Month Ending	Fiscal Year To Date
Current Year	26,422.44	105,004.31

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

Yvonne Moreno, Interim Finance Director

Reporting period 01/01/2019-01/31/2019
Data Updated: SET_LAMP: 02/14/2019 16:32
Run Date: 02/14/2019 - 16:33

Portfolio LAMP
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PM (PRF_PM1) 7.3.0
Report Ver. 7.3.6.1



**City of Lampasas, Texas
Summary by Type
January 31, 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
Fund: Cash						
Bancorp South	3	4,483,075.00	4,483,075.00	26.14	1.181	1
Money Market	5	3,879,546.98	3,879,546.98	22.62	1.721	1
Federal Agency Coupon Securities	2	1,900,000.00	1,898,824.62	11.07	2.696	215
Texpool/Texpool Prime	1	1,734,882.94	1,734,882.94	10.12	2.389	1
Subtotal	11	11,997,504.92	11,996,329.54	69.95	1.770	35
Fund: Cert. of Obligation 2016						
Texpool/Texpool Prime	1	2,289,218.99	2,289,218.99	13.35	2.607	1
Subtotal	1	2,289,218.99	2,289,218.99	13.35	2.607	1
Fund: Electric						
Bancorp South	1	352,473.59	352,473.59	2.06	1.180	1
Frost Bank	1	105,485.10	105,485.10	0.62	0.000	1
TexStar	1	1,767,414.34	1,767,414.34	10.30	2.394	1
Subtotal	3	2,225,373.03	2,225,373.03	12.98	2.088	1
Fund: LEDC						
Bancorp South	2	374,332.12	374,332.12	2.18	1.181	1
Subtotal	2	374,332.12	374,332.12	2.18	1.181	1
Fund: Seizures						
Bancorp South	2	12,563.16	12,563.16	0.07	1.178	1
Subtotal	2	12,563.16	12,563.16	0.07	1.178	1
Fund: Trust						
Bancorp South	2	72,922.20	72,922.20	0.43	1.431	1
Subtotal	2	72,922.20	72,922.20	0.43	1.431	1
Fund: Water						

City of Lampasas, Texas
 Summary by Type
 January 31, 2019
 Grouped by Fund

Security Type	Number of Investments	Par Value	Book Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Fund: Water						
Bancorp South	1	180,350.52	180,350.52	1.05	1.181	1
Subtotal	1	180,350.52	180,350.52	1.05	1.181	1
Total and Average	22	17,152,284.94	17,151,089.56	100.00	1.902	25



City of Lampasas, Texas
 Fund CASH - Cash
 Investments by Fund
 January 31, 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 Days To Date Maturity
Federal Agency Coupon Securities										
3130AFDA2	10053	FHLB Note	11/06/2018	998,824.62	1,000,000.00	1,000,835.00	2.625	2.744	2.782	11/05/2019 277
3136G3TD7	10052	FNMA Call Note	11/06/2018	900,000.00	900,000.00	895,259.70	1.200	2.564	2.600	06/28/2019 147
Subtotal and Average				1,898,824.62	1,900,000.00	1,896,094.70		2.659	2.696	215
Bancorp South										
0474	10004	Bancorp South	09/01/2014	4,467,498.55	4,467,498.55	4,467,498.55	1.181	1.164	1.180	1
3213	10006	Bancorp South	09/01/2014	553.36	553.36	553.36	1.181	1.164	1.180	1
4187	10007	Bancorp South	09/01/2014	15,023.09	15,023.09	15,023.09	1.181	1.164	1.180	1
Subtotal and Average				4,483,075.00	4,483,075.00	4,483,075.00		1.164	1.181	1
Texpool/Texpool Prime										
14103	10000	Texpool	09/01/2014	1,734,882.94	1,734,882.94	1,734,882.94	2.389	2.356	2.389	1
Subtotal and Average				1,734,882.94	1,734,882.94	1,734,882.94		2.356	2.389	1
Money Market										
5001632	10023	Austin Capital Bank MM	01/29/2015	249,253.15	249,253.15	249,253.15	1.000	0.986	1.000	1
XXXX579	10026	Business Bank of TX ICS	04/02/2015	3,094,785.48	3,094,785.48	3,094,785.48	1.770	1.745	1.770	1
XXXX561	10029	Business Bank of TX ICS	06/01/2015	535,506.35	535,506.35	535,506.35	1.770	1.745	1.770	1
4001579	10027	Business Bk Ultimate Bus M/M	05/01/2015	1.00	1.00	1.00				1
4001561	10030	Business Bk Ultimate Bus M/M	06/30/2015	1.00	1.00	1.00				1
Subtotal and Average				3,879,546.98	3,879,546.98	3,879,546.98		1.697	1.721	1
Total Investments and Average				11,996,329.54	11,997,504.92	11,993,599.62		1.746	1.770	34

Fund CERTS16 - Cert. of Obligation 2016
Investments by Fund
January 31, 2019

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 380	YTM 385	Maturity Days To Date Maturity
Texpool/Texpool Prime										
14103A	10041	Texpool Prime	11/09/2016	2,289,218.99	2,289,218.99	2,289,218.99	2.607	2.570	2.606	1
Subtotal and Average				2,289,218.99	2,289,218.99	2,289,218.99		2.571	2.607	1
Total Investments and Average				2,289,218.99	2,289,218.99	2,289,218.99		2.571	2.607	1

Fund ELEC - Electric
Investments by Fund
January 31, 2019

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
Bancorp South										
0672	10005	Bancorp South	09/01/2014	352,473.59	352,473.59	352,473.59	1.181	1.164	1.180	1
Subtotal and Average				352,473.59	352,473.59	352,473.59		1.164	1.181	1
TexStar										
17390	10001	TexStar	09/01/2014	1,767,414.34	1,767,414.34	1,767,414.34	2.394	2.360	2.393	1
Subtotal and Average				1,767,414.34	1,767,414.34	1,767,414.34		2.361	2.394	1
Frost Bank										
1732110	10022	Frost Bank Public Checking	01/20/2015	105,485.10	105,485.10	105,485.10				1
Subtotal and Average				105,485.10	105,485.10	105,485.10		0.000	0.000	1
Total Investments and Average				2,225,373.03	2,225,373.03	2,225,373.03		2.059	2.088	1

Fund LEDC - LEDC
Investments by Fund
January 31, 2019

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
Bancorp South										
1092	10002	Bancorp South	09/01/2014	366,062.30	366,062.30	366,062.30	1.181	1.164	1.180	1
2363	10003	Bancorp South	09/01/2014	8,269.82	8,269.82	8,269.82	1.181	1.164	1.180	1
Subtotal and Average				374,332.12	374,332.12	374,332.12	1.184	1.181		1
Total Investments and Average				374,332.12	374,332.12	374,332.12	1.184	1.181		1

Fund SEIZ - Seizures
Investments by Fund
January 31, 2019

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
Bancorp South										
0763	10008	Bancorp South	09/01/2014	12,538.13	12,538.13	12,538.13	1.181	1.164	1.180	1
1999	10009	Bancorp South	09/01/2014	25.03	25.03	25.03				1
Subtotal and Average				12,563.16	12,563.16	12,563.16	1.182	1.178		1
Total Investments and Average				12,563.16	12,563.16	12,563.16	1.162	1.178		1

Fund TRUST - Trust
Investments by Fund
January 31, 2019

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 385	Maturity Days To Date Maturity
Bancorp South										
6349	10010	Bancorp South	09/01/2014	43,214.96	43,214.96	43,214.96	1.431	1.410	1.430	1
6348	10011	Bancorp South	09/01/2014	29,707.24	29,707.24	29,707.24	1.431	1.410	1.430	1
Subtotal and Average				72,922.20	72,922.20	72,922.20		1.411	1.431	1
Total Investments and Average				72,922.20	72,922.20	72,922.20		1.411	1.431	1

Fund WATER - Water
Investments by Fund
January 31, 2019

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
Bancorp South										
1639	10012	Bancorp South	09/01/2014	180,350.52	180,350.52	180,350.52	1.181	1.164	1.180	1
Subtotal and Average				180,350.52	180,350.52	180,350.52		1.164	1.181	1
Total Investments and Average				180,350.52	180,350.52	180,350.52		1.164	1.181	1



City of Lampasas, Texas
Interest Earnings
Sorted by Fund - Fund
January 1, 2019 - January 31, 2019
Yield on Average Book Value

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

CUSIP	Investment #	Fund	Security Type	Ending Par Value	Beginning Book Value	Average Book Value	Maturity Date	Current Rate	Adjusted Interest Earnings				
									Annualized Yield	Interest Earned	Amortization/ Accretion	Adjusted Interest Earnings	
Fund: Cash													
3130AFDA2	10053	CASH	FAC	1,000,000.00	998,695.93	998,764.43	11/05/2019	2.625	2.731	2,187.50	128.69	2,316.19	
14103	10000	CASH	RR2	1,734,882.94	1,731,369.62	1,731,482.95		2.389	2.389	3,513.32	0.00	3,513.32	
5001632	10023	CASH	RR5	249,253.15	249,041.63	249,048.45		1.000	1.000	211.52	0.00	211.52	
XXXX579	10026	CASH	RR5	3,094,785.48	3,090,189.31	3,090,337.57		1.770	1.751	4,596.17	0.00	4,596.17	
XXXX561	10029	CASH	RR5	535,506.35	534,711.05	534,736.70		1.770	1.751	795.30	0.00	795.30	
4001561	10030	CASH	RR5	1.00	1.00	1.00				0.00	0.00	0.00	
4001579	10027	CASH	RR5	1.00	1.00	1.00				0.00	0.00	0.00	
0474	10004	CASH	RRP	4,467,498.55	3,870,511.41	3,889,769.06		1.181	1.305	4,311.85	0.00	4,311.85	
3213	10006	CASH	RRP	553.36	602.79	565.71		1.181	1.186	0.57	0.00	0.57	
4187	10007	CASH	RRP	15,023.09	19,214.66	17,943.94		1.181	1.179	17.97	0.00	17.97	
3136G3TD7	10052	CASH	FAC	900,000.00	900,000.00	900,000.00	06/28/2019	1.200	1.177	900.00	0.00	900.00	
			Subtotal	11,997,504.92	11,394,338.40	11,412,650.83				1,719	16,534.20	128.69	16,662.89
Fund: Cert. of Obligation 2016													
14103A	10041	CERTS16	RR2	2,289,218.99	2,526,317.57	2,332,882.41		2.607	2.607	5,165.15	0.00	5,165.15	
			Subtotal	2,289,218.99	2,526,317.57	2,332,882.41				2,607	5,165.15	0.00	5,165.15
Fund: Electric													
17390	10001	ELEC	RR3	1,767,414.34	1,763,828.70	1,763,944.37		2.394	2.393	3,585.64	0.00	3,585.64	
1732110	10022	ELEC	RR4	105,485.10	105,485.10	105,485.10				0.00	0.00	0.00	
0672	10005	ELEC	RRP	352,473.59	349,457.30	350,840.73		1.181	1.179	351.29	0.00	351.29	
			Subtotal	2,225,373.03	2,218,771.10	2,220,270.19				2,088	3,936.93	0.00	3,936.93
Fund: LEDC													
1092	10002	LEDC	RRP	366,062.30	366,046.94	365,930.91		1.181	1.179	366.40	0.00	366.40	
2363	10003	LEDC	RRP	8,269.82	8,261.55	8,261.82		1.181	1.179	8.27	0.00	8.27	
			Subtotal	374,332.12	374,308.49	374,192.73				1,179	374.67	0.00	374.67

Run Date: 02/14/2019 - 16:40

Portfolio LAMP
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 IE (PRF_IE) 7.2.0
 Report Ver. 7.3.6.1

City of Lampasas, Texas
Interest Earnings
January 1, 2019 - January 31, 2019

CUSIP	Investment #	Fund	Security Type	Ending Par Value	Beginning Book Value	Average Book Value	Maturity Date	Current Rate	Adjusted Interest Earnings			
									Annualized Yield	Interest Earned	Amortization/ Accretion	Adjusted Interest Earnings
Fund: Seizures												
1999	10009	SEIZ	RRP	25.03	25.03	25.03				0.00	0.00	0.00
0763	10008	SEIZ	RRP	12,538.13	19,174.36	14,515.45		1.181	1.179	14.53	0.00	14.53
			Subtotal	12,563.16	19,199.39	14,540.48			1.177	14.53	0.00	14.53
Fund: Trust												
6349	10010	TRUST	RRP	43,214.96	43,162.58	43,164.27		1.431	1.429	52.38	0.00	52.38
6348	10011	TRUST	RRP	29,707.24	29,671.23	29,672.39		1.431	1.429	36.01	0.00	36.01
			Subtotal	72,922.20	72,833.81	72,836.66			1.429	88.39	0.00	88.39
Fund: Water												
1639	10012	WATER	RRP	180,350.52	178,985.64	179,652.41		1.181	1.179	179.88	0.00	179.88
			Subtotal	180,350.52	178,985.64	179,652.41			1.179	179.88	0.00	179.88
			Total	17,152,284.94	16,784,754.40	16,607,026.71			1.873	28,293.75	128.89	28,422.44



**City of Lampasas, Texas
Amortization Schedule
January 1, 2019 - January 31, 2019
Sorted By Fund - Fund**

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

Investment #	Maturity Date	Beginning Par Value				Amounts Amortized				
Issuer	Fund	Amort. Date	Current Rate	Purchase Principal	Original Premium or Discount	Ending Book Value	And Unamortized As of 01/01/2019	Amount Amortized This Period	Amt Amortized Through 01/31/2019	Amount Unamortized Through 01/31/2019
Cash										
10053 FHLB Note	CASH	11/05/2019	1,000,000.00 2.625	998,460.00	-1,540.00	998,824.62	235.93 -1,304.07	128.69	364.62	-1,175.38
10052 FNMA Call Note	CASH	06/28/2019 12/28/2018	900,000.00 1.200	891,990.00	-8,010.00	900,000.00	8,010.00 0.00	0.00	8,010.00	0.00
			Subtotal	1,890,450.00	-9,550.00	1,898,824.62	8,245.93 -1,304.07	128.69	8,374.62	-1,175.38
			Total	1,890,450.00	-9,550.00	1,898,824.62	8,245.93 -1,304.07	128.69	8,374.62	-1,175.38



City of Lampasas, Texas
Projected Cashflow Report
 Sorted by Monthly
 For the Period February 1, 2019 - August 31, 2019

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
March 2019										
03/28/2019	10052	CASH	3136G3TD7	Call	FNMA Call Note	900,000.00	891,990.00	900,000.00	0.00	900,000.00
Total for March 2019						900,000.00	891,990.00	900,000.00	0.00	900,000.00
May 2019										
05/05/2019	10053	CASH	3130AFDA2	Interest	FHLB Note	0.00	0.00	0.00	13,125.00	13,125.00
Total for May 2019						0.00	0.00	0.00	13,125.00	13,125.00
June 2019										
06/28/2019	10052	CASH	3136G3TD7	Maturity	FNMA Call Note	900,000.00	891,990.00	900,000.00	5,400.00	905,400.00
Total for June 2019						900,000.00	891,990.00	900,000.00	5,400.00	905,400.00
GRAND TOTALS:						1,800,000.00	1,783,980.00	1,800,000.00	18,525.00	1,818,525.00

Run Date: 02/14/2019 - 16:39

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**City Secretary/ Administration
2018 Annual Report
February 2019**

CITY ADMINISTRATION DEPARTMENT

Christina Marez- City Secretary

Becky Sims- Assistant City Secretary

Vicki Tower- Administrative Secretary

Brief Departmental Responsibilities

- Human Resources/Personnel
- Open Records Request
- Records Retention/Management
- City of Lampasas Code of Ordinances
- Resolutions
- Annexations
- Petitions
- Building Permits
- Planning and Zoning/Zoning Board of Adjustments
- Texas Municipal League (TML) City Insurance/Inventory
- Contracts
- City Council Packets
- Budget Books
- Solicitor/Vendor Permits
- Pavilion/Ruth Eakin Amphitheater Reservations
- Cemetery Deeds
- Maintain Vehicle Inspections/Registrations (Titles)

Our team supports the following boards and commission

- LEDC
- Parks and Recreation Advisory Board
- Airport Advisory Board
- Construction Board of Adjustments and Appeals
- Zoning Board of Adjustment
- Planning and Zoning Commission

For 2018 we attended, created the packets and or took minutes for over 30 meetings, not including City Council Meetings.



Vicki Tower, Administrative Secretary greets customers, handles customer inquiries both in person and over the phone on a daily basis. The following is a modest list of other responsibilities that Vicki takes care of on a daily basis:

- Facilitated vehicle inspection and the registration process for close to 80 vehicles
- Completed and filed over 20 Cemetery Deeds
- Assisted with several appreciation parties, luncheons and dinners for various board meetings.
- Completed Departmental Purchase Orders
- Completed Monthly Newsletters
- Prepared Budget Books
- Cross-Trained in various Human Resources related items; such as First Injury Report and Verifying Clinic/Hospital Billing
- Issued Building Permits and Scheduled Inspections
- Assisted in compiling data for Open Records Requests
 - 36 requests were completed for 2018
- Cross-Trained in Records Management/Retention



Becky Sims, Assistant City Secretary's primary responsibilities are supporting the Building Department in all that entails, City Council Packets, Planning and Zoning inquiries, Planning and Zoning Packets and Zoning Board Packets.

The City Council Agenda/Packet is a living, breathing document. The preliminary agenda begins the day after the Council Meeting. Staff provides agenda items and back up documentation as it is completed. The agenda covers are reviewed and modified as needed, signed off by the City Manager and scanned in ready to be compiled. Agenda items are received as late as Friday. It depends on when the items become available; specifically back up documentation such as vendor letters, quotes, engineering reports etc. Once all the agenda items have been received, signed off and scanned; page numbers and item numbers are inputted to each page then printed and ready to be bound. It generally takes about 2 hours to compile once all data has been received.

The P & Z and ZBA Packets begin the day the application is received.

- Research Request (survey, description, maps, pictures)
- Newspaper Publication (Public Hearing)
- Request for Tax Cards from Appraisal District
- Send Certified Letters
- Post Public Hearing
- Prepare Ordinance and Staff Report
- Compile Packet
- Post Agenda
- Mail Packet to Commission/Board Members
- Place P & Z item on the City Council Agenda with their recommendations for approval, denial or approval with modifications.

While the Building Department does not fall under the City Secretary/Administration umbrella, it is supported by this area. There are several areas that cross departmental lines in an effort to provide exceptional customer service.

For 2018 there were 414 building permits issued, and 485 inspections scheduled. These are generally handled by Becky or Vicki.

We support the Building Official by handling inquiries both in person and/ or by phone. We educate the customers on licensing requirements, building plans, setbacks, inspection process etc. We assist the contractors and property owners in identifying utility needs by routing inquiries through the City Utility Departments and assist with Zoning Regulations to ensure Land Use is utilized as intended.



In summary this report is just to reflect on some of the items this area does on a daily basis. We are in constant go mode. We are skilled in multi-tasking and work hard at ensuring deadlines are met. We are a resource to all. Our day is not structured we have to be flexible and willing to assist and change our focus at any moment.



CITY SECRETARY DEPARTMENT/ JANUARY 2019 MONTHLY REPORT

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
- Processed 4 Open Records Requests
- Records Management/Retention
- Board/Commission Appreciation Dinner
- Liquor Option Election Petition
- General Election
- Election Services Agreement with LISD and the County.

Becky Sims, Assistant City Secretary

- Works with and supports the City Manager, Assistant City Manager, City Secretary, Building Official and Directors on varies projects as needed
- Building Department Responsibilities
- Handled all Zoning Inquiries
- Prepared City Council Packets and Planning & Zoning Packets
- Facilitated Construction Board Meeting

Vicki Tower, Administration 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
- Monthly Newsletter
- Assist with handling the reservations and rentals of Hancock Park Pavilion and Ruth Eakin Outdoor Theater
- Facilitated inspections and handled registrations for City Vehicles that had January renewals
- Prepared LEDC Packet
- Compiling data for Salary Analysis

Ramon Canada, Custodian, provided custodial services and minor maintenance to the City Administration Building, Municipal Court, Police Department and City Library.

Personnel - 115 Fulltime positions & 16 Part-time positions; there are presently 7 vacancies; In January posted/continued to post the following vacancies: Police Officer; Part-time Custodian, Electric Worker position; Park Maintenance Technician, and Light Equipment Operator.

Handwritten initials in the bottom right corner of the page.

To: Finley deGraffenried, City Manager
From: Sammy Bailey, Chief of Police
Date: February 7, 2019
Ref: City Council January 2019 Monthly Report

January is filled with completing monthly and yearly reports to the State and the Federal Government. We requested an audit by the Texas Commission on Law Enforcement and received a very nice letter stating we have continued compliance.

We started the Citizen Police Academy on January 10, 2019 with 15 students and thus far have completed presenting them four classes.

Lt. Charlie Boswell started the Bill Blackwood Law Enforcement Management Institute of Texas Module I. He will attend a total of three three-week Modules before his graduation. Prior to graduation he will be required to write and present a paper about a law enforcement topic. He has selected law enforcement and social media.

Lampasas Animal Shelter Tech Caitlyn Sharp and her husband had a baby boy, Augustus Cain.

We made a conditional offer for employment to John Bowman for our vacant Police Officer position. He is currently a Copperas Cove Police Department officer and upon his meeting all our conditions will begin working with us on the 19th of February. We will have an Introduction and official swearing in at City Council on February 25, 2019.

We presented 13 felony cases to Grand Jury and all 13 were indicted. Some of the cases to be mentioned were: 7 Possession of Controlled Substance, Injury to a Child, Evading Arrest, Assault Family Violence Occlusion, and Unlawful Interception of Digital Communication.

Officer Larry Wilson was involved in a pursuit that ended without incident in Killeen, the suspect was arrested and the pursued stolen vehicle was recovered.

January statistics are continuing with the rise in calls and reports. We had 12 more felony cases reported than this same time in 2018. Of the 27 cases reported 25 have been cleared. Misdemeanors are on the rise with 35 more reported than in 2018. Of the 101 cases reported 91 have been cleared.

Calls for services are continuing to increase with 80 more calls for service than last year, 1026 vs. 946. Calls to the department have increased by 356 (2111 vs. 1755). We have included on our monthly stats Behavioral Crisis, Emergency Detention, and Open Records to keep a departmental count for future reference. These three services are on the increase and take a substantial amount of time. For example, in January alone Communications/Records Clerk Kelli Sanguinet answered 53 Open Records requests. Accidents are down by 3 from last year. Code Enforcement is up from 21 to 45. Animal calls are up from 176 to 193. Animal Shelter processed 55 dogs, 38 cats and 2 other, this is 36 more animals than this same time last year. Total Contacts are up 813 compared to 766 this time last year. CPAAA Volunteers gave 40 hours of their time.

	January-19	YTD	01/2018 YTD
ACCIDENTS:			
MINOR ACCIDENTS	15	15	12
MAJOR ACCIDENTS	0	0	7
FATAL ACCIDENTS	0	0	0
TOTAL ACCIDENTS	15	15	19
CODE ENFORCEMENT:			
HIGH WEEDS & TRASH	6	6	6
JUNK / UNREGISTERED VEHICLES	5	5	3
SUBSTANDARD HOUSING	0	0	1
BUILDING COMPLAINTS	0	0	0
MISCELLANEOUS	34	34	11
TOTAL CODE COMPLAINTS	45	45	21
DAILY ACTIVITIES:			
CALLS FOR SERVICE	1026	1026	946
TELEPHONE CALLS RECEIVED	2111	2111	1755
ESCORTS	85	85	70
MOTORIST ASSISTS	46	46	57
EMERGENCY ORDER OF DETENTION	2	2	
BEHAVIORAL CRISIS	2	2	
911 CALLS	219	219	221
TEXT TO 911	0	0	
OPEN RECORD REQUESTS	53	53	
ANIMAL CONTROL:			
ANIMAL CFS & FOLLOW UPS	193	193	176
ANIMAL IMPOUNDS	35	35	52
CPAA VOLUNTEER HOURS:			
	40.00	40.00	

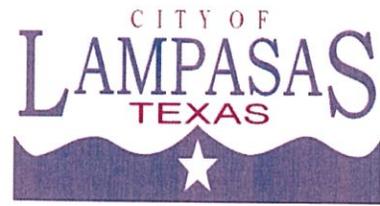
WARRANT TOTALS

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

	Jan-19	YTD	2018 YTD
WARRANT TOTALS:			
LMC WARRANTS ISSUED	74	74	
LMC WARRANTS RECALLED	32	32	
LMC WARRANTS SERVED OR PYMT ARRANGEMENTS MADE AT LMC	32	32	
LMC WARRANTS PAID AT LMC / PD	0	0	

	Jan-19	YTD
WARRANT \$ AMOUNTS:		
LMC WARRANTS ISSUED	\$43,857.36	\$43,857.36
LMC WARRANTS RECALLED	\$18,373.82	\$18,373.82
LMC WARRANTS SERVED OR PYMT ARRANGEMENTS MADE AT LMC	\$26,486.15	\$26,486.15
MONEY COLLECTED AT PD	\$0.00	\$0.00

Report Prepared by Kelli Sanguinet 02/05/2019



Finance/Utility Billing & Collection

MEMO

Date: February 20, 2019

To: Finley deGraffenried, City Manager

From: *YMN* Yvonne Moreno, Finance Director

RE: Monthly Report for January 2019

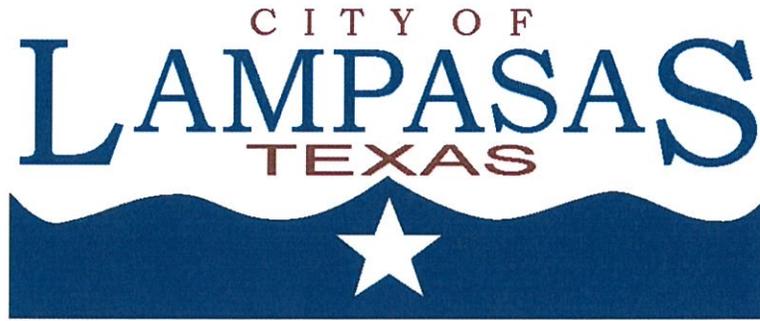
Finance Department:

- * Entertained auditors for the first and second week of the month.
- * Prepared and mailed out W2's for employees.
- * Prepared and mailed out 1099's for vendors.
- * Returned work papers, vendor payments, payroll reports to their rightful place after auditors were finished.
- * 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 January 31st is \$3,411,607.39. Interest earned for January was \$5,165.15
- * Sales Tax for January was \$146,009 which is a decrease of 3.17% from January of 2018.
- * Reconciled 18 bank accounts
 - Processed 374 Accounts Payable Checks
 - Processed Bi-Weekly Payroll and Longevity Checks

Utility Department:

- The Electric billing for January was 4% higher what was billed in January 2018. The Water billing for January 2019 was 5% higher than what was billed in January 2018.
- January Statistics for the department:

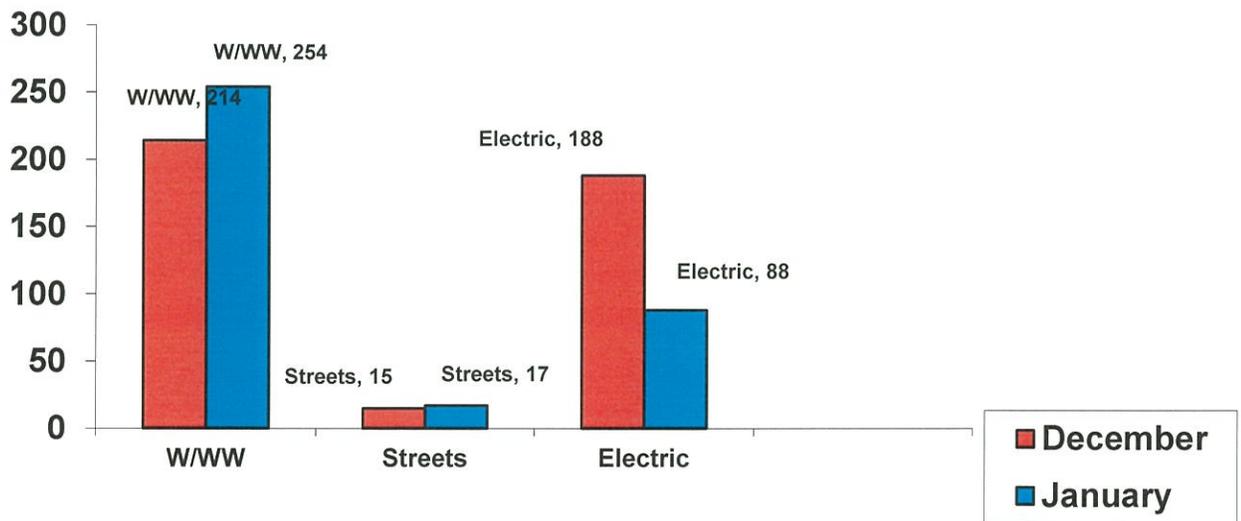
Total Water Customers	3,454
Total Wastewater Customers	2,769
Total Electric Customers	4,652
Residential Garbage Customers	2,671
Connects:	59
Disconnects:	51
Read In/Read Out:	43
Disconnects for Non-Pay:	17 (8 Reconnected)



Public Works

FEBRUARY 2019

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



Work Order Summary:

Received: 361
Completed: 340
Voids: 10

Memo



Electric Department

To: Rickie Roy
From: Flint Geagley
Date: February 4, 2019
Re: January Activities

This month's activities involved:

- Received a total of 90 work orders and completed 84.
- Removed Christmas lights, built new line at 2514 east Hwy 190, worked on underground for soccer field lights at Gavin and changed out 30 radio read meters
- Connected: 4 temp services, 11 upgrade and 8 new services
- Set 7 poles: 3 – poles for new services, 1 upgraded pole, 2 from pole inspection and 1 hit by vehicle
- Overtime: Received 2 callouts – 1 vehicle hit pole and 1 on customer side

Activities for the Year 2018 - 2019:

- Pole Inspection replacement: total 389 poles, have replaced 243 poles
- Storage Building: Installed pole and transformers
- New Jail House: Set transformer and connected primary underground (secondary underground service is left) 90% complete
- Stone Valley: Contractors are building roads and installing water and sewer lines



Water/Wastewater Department

312 EAST THIRD STREET
LAMPASAS, TEXAS · 76550-2820
PHONE: (512) 556-6831
FAX: (512) 556/2074
WWW.CITYOFLAMPASAS.COM

To: Rickie Roy Public Works Director

From: Van Sims Water/Wastewater Operations Manager

Date: February 18, 2019

RE: January 2018 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. Ran press- hauled 5 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 (9) all passed.
3. Dead-end lines were flushed.
4. Made 6 new service taps.
5. Set 5 new water meters
6. 20 leaks were reported and repaired.

- **Operation of Wastewater Collection System**

1. Performed preventative maintenance at problem locations with Vactor
2. Cleared 11 sewer stoppages.
3. Repaired 3 sewer lines

- Total work orders completed = 254
- 39 – Locate Work Orders
- 19- Customer service calls (no water, low pressure, discolored water, possible leaks)

Water Report-2019						
	Purchased Water	Total Sold	City Unmetered Water Use	Sold & Unmetered Water Use	Water Loss	Unaccounted Water
January	28509000	24534800	651400	25186200	3322800	11.66%
February					0	#DIV/0!
March					0	#DIV/0!
April				0	0	#DIV/0!
May				0	0	#DIV/0!
June				0	0	#DIV/0!
July				0	0	#DIV/0!
August				0	0	#DIV/0!
September				0	0	#DIV/0!
October				0	0	#DIV/0!
November				0	0	#DIV/0!
December				0	0	#DIV/0!
Total	28509000	24534800	651400	25186200	3322800	11.66%

Memo



To: Finley de Graffenried 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 February 2019

Re: Monthly Report, January 2019

ACTIVITIES:

- Inspections performed-92
- Plan reviews -
- Attended Directors Meetings.- 4
- Attended City Council Workshops.- 1
- Attended City Council Meetings.- 1
- Permits Issued, 59

PROJECT SEGMENT - DESCRIPTION	# OF SEGMENTS	VALUATION	FEE
BLD - BUILDING	2	360,000.00	3,474.50
CO - CERTIFICATE OF OCCUPANCY	2	0.00	0.00
ELE - ELECTRICAL	17	8,000.00	999.50
FENCE - FENCE	1	600.00	25.00
MEC - MECHANICAL	3	0.00	110.00
PLB - PLUMBING	13	1,350.00	480.00
REM - REMODEL/ADDITION	17	434,916.00	1,305.00
SIGN - SIGN	2	0.00	70.00
SPRINK - SPRINKLER	2	5,650.00	70.00
*** TOTALS ***	59	810,516.00	6,534.00

Trends for the month of January were new roofs, electric service upgrades and remodels.

New projects/additions/businesses

- Domino's
- Assisted Living Facility
- Christ the Rock Church
- Gillen's Co-Op Mercantile
- Irvin's Storage
- Rustler's Junction (Awning)
- BK Development

Lampasas Economic Development Corporation

From: Mandy Walsh

Re: Staff Report

Date: February 20, 2019



Film Opportunity

I've been working with a director for a movie called "Bullyproof." He came across the Lampasas page on the Film Commission website and is interested in shooting portions of his movie in the old Junior High gymnasium, cafeteria, library, hallways and bathrooms. I did a walk-through of the location with LISD staff and have been coordinating with the director. They would bring a minimum 33 people (staff, crew, talent) for a minimum of 21 days, staying in Lampasas the entirety and dining within our community.

Marketing

The Chamber/Visitor Center Director and I have met again regarding marketing materials. We will be collaborating on a few items, but hope to have something drafted in the next few weeks that we'll be able to leave at local hotels, restaurants, gas stations, in the Visitors Center, mail to other Visitor Centers around Texas, etc. I hope to use my pieces for prospect meetings and networking/conferences I attend, but I still believe our best marketing tool is our website and our promo video, which I will be boost again online once we wrap up the internet survey.

Downtown Development

The Planning & Zoning board unanimously approved the re-zoning of the Santa Fe Depot property on February 7th to Central Business District, and City Council unanimously approved on February 11th. It will go back to City Council for a second reading on February 25th. Additionally, I've been working with the owner of Gillen's Co-op and Mercantile downtown. She is working on a few minor issues to bring the building up to code, but anticipates opening in March. I've also continued discussions on various concepts with downtown business owners and developers to revitalize the downtown area and hope to have more to report in the coming months.

Key Avenue Development

Continuing discussions with the construction/engineering team for the QSR locating at 404 N Key. They will be going to ZBA on Feb. 19 for their setback variances. They've submitted a revised plan, but once variances are approved we can move forward. In addition, Mojo Coffee will be closing in March on their property at 1008 S Key and we will continue moving forward with their plans.

Quality Inn

Quality Inn has completed a massive renovation where they replaced all carpeting, furniture, fixtures, televisions and bedding throughout the entire hotel. They also upgraded their internet/wi-fi package with AT&T as well as DirectTV (they feature over 170 channels including HBO). They have numerous suites, including several presidential suites with King-sized beds, living quarters, vanity/restroom and a dining room/kitchenette. I enjoyed breakfast and a walk-through with the owners,



and look forward to promoting this hotel as a high quality lodging option for Lampasas.

Silver Creek Expansion

We met with the development team for Silver Creek Assisted Living. They are moving forward with their plans, but they've submitted a request for assistance along with job creation details. They are constructing a 36-unit assisted living facility in the lot east of the golf course clubhouse on S Hwy 281. I plan to review their total projected capital investment and job creation specifics with the board.

M&M Expansion

M&M continues their expansion; they met with the USDA recently who will come to inspect their facility within the next 30 days. Once they've been inspected and approved they will begin operating. They are shooting for March 4th as their opening day.

Builder Homesite, Inc.

Met with Builder Homesite human resources representatives from their headquarters in Austin regarding labor pool data, current job openings and the need for additional parking. I'm researching different options for parking, and we've discussed workforce data that they will be presenting to their CEO. Their CFO Greg Miller is retiring and they have replaced that position. We are planning a meeting with the new CFO once he begins.

AUSA

We are officially 18% to our scholarship goal, but with commitments we've received we're well over 50% to reaching our goal of \$75k. I've given the scholarship information to the high school and if a recipient is chosen I've volunteered to present the scholarship to the student on behalf of our AUSA Chapter. In our January 23rd meeting, we heard an update from Commanding General Paul E. Funk, II. He made us aware of the need for more motor pool tanks and the work they're doing with Congress in order to meet this need. He also reported the barrack renovation on Fort Hood is now 97% complete. We also announced the golf tournament fundraiser on May 10th at Clear Creek Golf Course on Fort Hood. If anyone is interested in a team, or assisting with the fundraiser, let me know.

Save Your Town Event

The Chamber/Visitor Center Director, Melissa Unger, and I have been discussing co-hosting an event for various groups within the community with Deb Brown from Save Your Town. Here's a few ideas we talked about pursuing while Deb is working in our town: Board training for both Chamber & EDC boards that focuses on creating buy-in for everyone; "Gathering Volunteers" presentation; manufacturers and business owner meeting and focus groups; Downtown Walk Around & Pop-ins; "What to do with Empty Buildings" presentation and "Marketing and Customer Service" presentation for retailers. Her various presentations can be found here if you're interested in seeing her work. <https://saveyour.town/video-library/>. We have tentatively scheduled May 13-17 at \$4500 + travel expenses that would be split between Chamber & EDC. Deb does request staying with locals while in our town so she can get to know the community better so there likely won't be a lodging expense.

36 Club

I presented to the 36 Club at the library on Feb. 14th. I gave them a description of economic development and what it is that I do, as well as an update on what's going on within the community, and wrapped up with our promotional video. If you have a group that would like for me to come speak, please let me know. I enjoy this part of

my job and I truly believe it helps the community better understand what we do, brings transparency and encourages support. They all raved about the video and will be sharing it as well!

Stand Up Rural America

I've been approached about an event in Tulsa, OK on July 23-25 called Stand Up Rural America – Get Yourself a Seat at the Big Table. It's a dynamic economic development summit designed specifically for rural America. Alysia Cook who did our strategic plan is one of the speakers, along with more than eighteen nationally renowned subject matter experts and successful economic development practitioners. Topics covered will include planning, leadership, entrepreneurship, downtown revitalization, marketing, regionalism, business retention & expansion, rural retail recruitment, housing, rural health issues and more. We will be given tangible strategies to help us grow in economic prosperity.

SUSTEX 2019

The 2019 SUSTEX is a new conference for sustainable business that Texas A&M-Central Texas will be hosting and co-organizing with CTCOG and One Planet Education Networks on March 20-22 in Killeen. The goal of the inaugural SUSTEX conference is to bring leaders from the private sector, government, and academia together in a more personalized environment to reflect and discuss the present challenges and successes in advancing sustainable business practices and education. Thursday session will run 9a-4:30p and Friday is 9a-3p. Friday is more "academic in nature," but certainly has practical applications to business. One of the organizers will be sending more information to me along with the speakers. Conference registration is \$295 and includes special dinner outings, snacks and local ground transportation around Killeen.

Job Fair

I'll be meeting with Derrick Berrios (LCHEC) on February 19th to discuss the Job Fair. We've tentatively held Thursday, June 6th and proposing 10a-1p. I will let everyone know once we've locked down the date/time. I'll begin booking our employers and creating ads shortly after.

Foresite Presentation

Foresite and staff are requesting a joint session between City Council and LEDC for their final presentation and deliverables. We are proposing our next LEDC meeting on March 20th. The survey is still active and will wrap up at the end of March. Foresite and Cous (survey company) will then begin to gather data and package together our marketing portfolio, design, financials and overall presentation.

Lampasas Fire Department

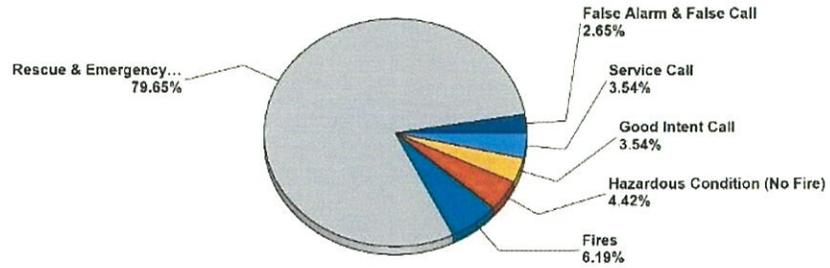
Lampasas, TX

This report was generated on 2/22/2019 9:43:07 AM



Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 01/01/2019 | End Date: 01/31/2019



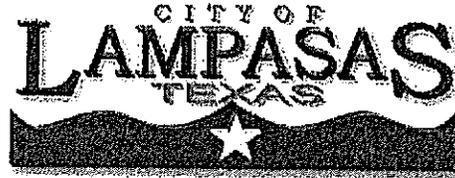
MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	7	6.19%
Rescue & Emergency Medical Service	90	79.65%
Hazardous Condition (No Fire)	5	4.42%
Service Call	4	3.54%
Good Intent Call	4	3.54%
False Alarm & False Call	3	2.65%
TOTAL	113	100.00%

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

EMERGENCY REPORTING
 emergencyreporting.com
 Doc Id: 553
 Page # 1 of 2

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Memo



Parks and Recreation Dept.

To: Honorable Mayor and City Council Members
CC: Finley deGraffenried, City Manager
From: Chris Eicher, Director of Parks and Recreation
Date: February 22, 2019
Re: Monthly Report January 2019

PARKS

The parks department spent the majority of January performing tree stump removal in several parks, mowing and weed eating, performing equipment maintenance, cutting up and hauling away fallen and diseased trees, repairing water leaks, assisting H&H tree service with removal and storage of Christmas lights, performing maintenance at Hanna Pool in preparation for upcoming swim season, along with performing daily duties as needed.

SPORTS FACILITIES

The Sports crew spent most of their time mowing and weed eating, aerating and fertilizing all sports fields, leveling low spots on sports fields, purchased and applied pre emergent for weed control, tree trimming, began striping soccer fields for practice sessions, made plumbing and irrigation repairs, spent some time performing equipment maintenance, and began prep work at Turner Complex for Little League season.

CEMETERY ACTIVITIES

(see attached)

AIRPORT

- Check hangers, fuel station, runways, taxiways, lights and pilots lounge
- Made repairs to hangar doors due to high winds
- Mowed runways, fence lines and hangar areas

Department: Parks
 Monthly Activity Report
 MONTH OF JANUARY 2019

I) Regular Personnel Hours Available: 1160.00

<u>LESS:</u>		
A) Vacation Leave	41.50	
B) Sick Leave	10.50	
C) Supervision/Training	88.00	
D) Holiday	144.00	
E) Other (?)		
SUB-TOTAL	284.00	

<u>PLUS:</u>		
A) Over Time	39.00	
B) Temporary Labor		
C) Part Time		
D) Transfer		
SUB-TOTAL	39.00	

TOTAL HOURS AVAILABLE FOR THE MONTH: 915.00

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

III) Department Projects for the Month.			
Christmas Decorations (Storage)		102.00	
Chainlink Fence at Turner Complex		28.50	
Picnic Table Improvement (Brook Park)		16.00	
Other:			
Sub-total Hours on Projects:			146.50

IV) Department Operations and Maintenance for the Month.			
Cleaning Parks		171.00	
Airport Maint.		23.50	
Mowing/Weed eating		182.00	
Building and Grounds		224.00	
Equipment/Vehicles/Shop		80.00	
Office/Meetings		88.00	
Sub-total Hours on Projects:			768.50

TOTAL HOURS FOR DEPARTMENT 915.00

V) Department's Proposed Projects for next Month			
Picnic Table Improvement (Brook Park)		40.00	
Other:			
Total Estimated Hours on Proposed Projects:			40.00

**Department: SPORTS FACILITIES
Monthly Activity Report
MONTH OF JANUARY 2019**

I)	<u>Regular Personnel Hours Available:</u>		480.00		
	<u>LESS:</u>				
	A) Vacation Leave	24.00			
	B) Sick Leave				
	C) Supervision/Training				
	D) Holiday	48.00			
	E) Other (?)				
	SUB-TOTAL	72.00			
	<u>PLUS:</u>				
	A) Over Time	24.00			
	B) Temporary Labor				
	C) Part Time				
	D) Transfer				
	SUB-TOTAL	24.00			
	TOTAL HOURS AVAILABLE FOR THE MONTH:		432.00		
II)	Department Summary of Work Orders for the Month.				
	<u>Received</u> <u>Completed</u> <u>Outstanding</u> <u>Void</u> <u>Hours</u>				
			0	0	
III)	Department Projects for the Month.				
	<u>Demo Concrete Walls on Guyco Field Dugouts</u>	8.00			
	<u>Layout Infield Dimensions for Little League</u>	8.00			
	<u>Pour New Concrete Behind Dugout on Guyco Field</u>	8.00			
	<u>Install New Fence Posts on Guyco Field</u>	16.00			
	<u>Other:</u>				
	Sub-total Hours on Projects:		40.00		
IV)	Department Operations and Maintenance for the Month.				
	<u>Cleaning Fields</u>	80.00			
	<u>Turf Management</u>	80.00			
	<u>Mowing/Weed eating</u>	75.00			
	<u>Building and Grounds</u>	80.00			
	<u>Equipment/Vehicles/Shop</u>	64.00			
	<u>Office/Meetings</u>	13.00			
	Sub-total Hours on Projects:		392.00		
	TOTAL HOURS FOR DEPARTMENT		432.00		
V)					
	<u>Begin Prepping Fields for Soccer Season</u>	40.00			
	<u>Install New Boards on Bleachers on Guyco Field</u>	8.00			
	<u>Total Estimated Hours on Proposed Projects:</u>		48.00		

DEPARTMENT: CEMETERY
MONTHLY ACTIVITY REPORT

FOR THE MONTH OF: JAN 2019

Regular Personnel Hours Available:		520
LESS:		
A)	Vacation Leave/Personal Day	16
B)	Sick Leave	8
C)	Jury Duty	0
D)	Other (holiday/bad weather)	40
E)	Supervision	45
SUB-TOTAL		109
PLUS:		
A)	Transfer from Parks	0
B)	Seasonal Labor/Temp	0
C)	Other (Community service)	0
D)	Overtime	14.5
SUB-TOTAL		14.5
TOTAL HOURS AVAILABLE FOR THE MONTH:		425.5

Department Summary of Work Orders for the Month

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

Department Projects for the Month

TREE TRIMMING	0
Veteran Data verification	52
	0
Sub-total Hours on Special Projects:	52

Department Operations and Maintenance for the Month

Mowing & W/E / Funerals	5
Equip & Veh Maint	15.5
Buildings & Grounds	298
Office Operations	55
Sub-total Hours on OM Projects:	373.5

OTHER

	0
	0
	0
Sub-total Other	0

TOTAL HOURS FOR DEPARTMENTS 425.5

Department's Proposed Projects for next Month

	0
	0
Total Estimated Hours on Proposed Projects:	0

Memo

To: Finley deGraffenried, City Manager
 CC: Gary Cox, Asst. City Manager
 From: Monica Wright, Director of Information Systems
 Date: Monday, February 4, 2019
 Re: January 2019 Monthly Report



Information
Systems

Service Requests:

	January 2018	January 2019	
IT Department	158	204	+46 service requests

Social Media Stats:

	January 2018	January 2019	
Facebook Likes	4,527	5,284	+757 FB page likes
Twitter Followers	264	370	+106 Twitter followers

Website Payments:

	January 2018	January 2019	
City Utility	247 \$73,543.31	327 \$110,741.46	+80 online payments +\$37,198.15
Municipal Court	26 \$7,837.02	31 \$6,644.26	+5 online payments -\$1,192.76

Website Stats:

	January 2018	January 2019	
Page Visits	7,363	8,690	+1,327 visits
Page Views	17,123	18,515	+1,392 page views
Downloads	1,304	1,991	+687 downloads

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

FY 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/replace (15) PCs *(ongoing)*
- Configure/install (3) WAP's (wireless access points) at Old City Hall *(March 2019)*
- Terminate data on all floors at Old City Hall *(February 2019)*
- A/V project at Old City Hall *(March 2019)*
- Phone extension project at Old City Hall *(February 2019)*
- Configure/install PD server for replication *(March 2019)*
- Configure/issue out (2) PD training laptops *(February 2019)*
- Configure/install NAS for disaster recovery *(February 2019)*
- Assist staff with migration to MyGov permitting software *(Spring-Summer 2019)*
- Install switch/configure network at new W/M/W building *(Summer 2019)*
- Off-site backups from City network based locations *(Summer 2019)*

January projects:

- Configured/installed switches at Old City Hall on all floors
- Terminated data cables at Old City Hall on top floor
- TSM was onsite (2) days to assist with Old City Hall project/network
- Quote/ordered W/WWW switch
- Ordered dedicated phone line for elevator at Old City Hall
- AT&T was onsite to complete phone line order for Old City Hall
- Obtained updated quote for phone system at Old City Hall/approved quote
- Configured/installed Building Official replacement PC
- Scheduled/took Council group photo
- Obtained quote for PD server/purchased
- Installed software update to PD Badge server
- Light training at Old City Hall/documentation
- Ran Cat 6 cable/fiber patch cable from top floor switch to bottom floor switch at OCH
- Quote/ordered/configured/installed replacement Utility billing clerk printer
- Quote/ordered/configured/installed replacement CH back fax printer
- Made changes to user VPN accounts
- Configurations on fiber switch at City Hall
- Rebuilt Golf Manager PC
- Obtained quotes for replacement PD officer Toughbook/docking station
- Forced all users to change their email passwords
- Replaced failing HD in City Hall NAS
- Obtained quote for (2) PD training laptops/ordered
- Obtained quote for PD WAP (wireless access point)/ordered
- Obtained quote for NAS hard drives/ordered

February Projects:

- Configure/install WAP's at Old City Hall on all floors
- Configure/install WAP at PD
- Order/configure/issue out replacement PD Toughbook/docking station
- Terminate data cables at Old City Hall on mezzanine/court floor
- AV vendor onsite to finish AV equipment installation
- Schedule A/V System staff training
- Renew WG Live Security Suite license
- Configure/issue out (2) PD training laptops
- Phone vendor onsite to extend phone system at Old City Hall/terminations
- Configure/install Golf Point of Sale replacement PC/Migration
- Configure/install server at Police Department
- Rebuild Library Little Tikes PC/install
- Configure/install new NAS
- Configure offsite replication on the network
- Continue working on MyGov project with staff
- Activate Verizon JetPack upgrades/Issue out

Daily/Weekly/Monthly Tasks:

- OS updates on City Hall, Fire Department, and W/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 (2019-2020)
- VOIP phone software (2020-2021)
- Point to Point wireless Internet solution for locations not on fiber (2019-2020)
- 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 (2019-2020)
- Replace Council Ipads (2019-2020)
- Replace PD WG Server (2019-2020)
- Replace City Hall Servers (2019-2020)
- Social Media Retention Software (2019-2020)
- Microsoft Office Exchange Email Archive (2019-2020)

LAMPASAS PUBLIC LIBRARY

JANUARY 2019

Circulation	We had 5,604 items circulate in January, which is up 13% from December (4,960). The library was closed January 1 for New Year's Day and January 21 for MLK Jr. Day.
Door Count	The January door count (4,699) was up 17.8% from last month (3,989).
Internet Usage	Internet usage (653) was up 58.5% from December (412), which is our slowest month of the year.
Wifi Usage	We had 312 distinct clients use the public wifi in January, which is up 13.5% from December. There were an average of 25 users per day, which is up 31.6% from last month.
Text Interactions	We communicated, via text messages, with 117 unique phone numbers in January, which is about the same as December (119). We sent/received a total of 613 messages, which is down 5.8% from last month (651).
Programs	We offered 12 programs in January (compared to 8 in December), which included the Teen Lock-In, Teen Book Club, Story Times, How Pinteresting!, Books & Badgers, Lego Robotics, Stuffed Animal Story Time & Sleepover, and the Book Festival with national bestselling author Jodi Thomas.
Program Attendance	A total of 358 people attended the 12 programs offered in January (approximately 235 attended the Book Festival), compared to 104 people who attended the 8 programs offered in December.
Upcoming Programs	Some of our February programs and events include: Teen Book Club (4 th), Story Time (6 th), Books & Badgers (9 th), How Pinteresting! (12 th), Teen Lock-In (15 th), "Texas 42" program (16 th), Story Time (20 th), Cornelia Key Book Club (20 th), "Perfectly Polar Bears" - live web event to view Alaska Zoo's polar bear habitat (25 th), Lego Robotics (26 th), and Beekeeping 101 (28 th).
Taylor Creek Elem	We will be attending the Taylor Creek Elementary Family Night on February 21, where we will be issuing library cards to students. Then we will be working with the TCE library staff to get those students books that they don't have access to there at the school.

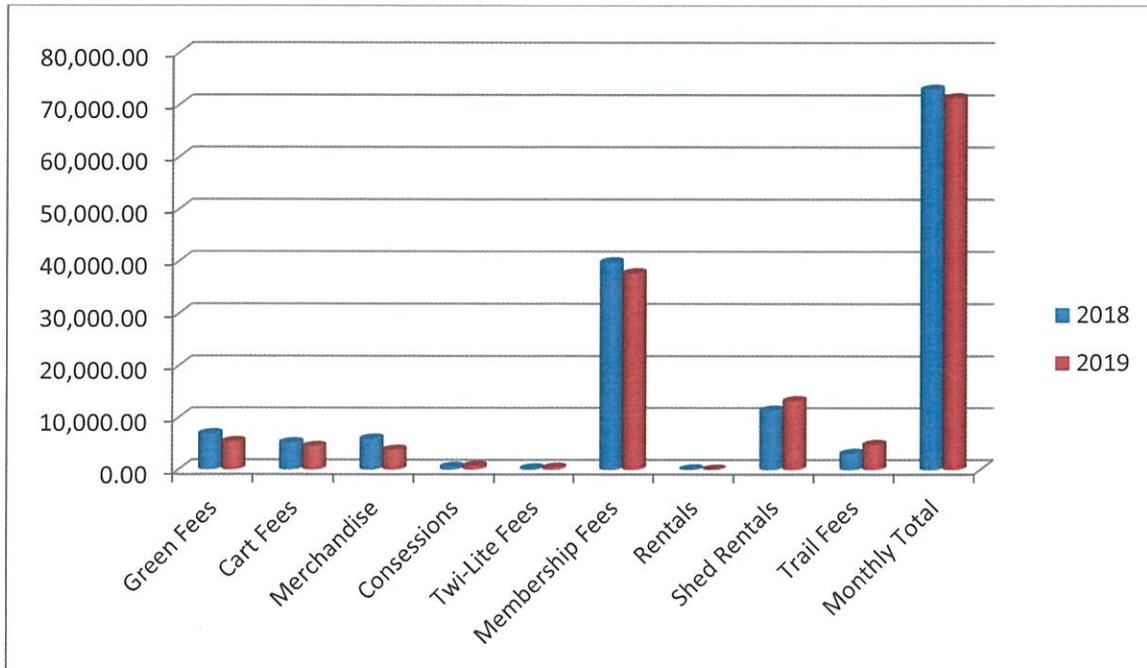


Memo

To: Finley deGraffenied, City Manager
From: Van Berry, Golf Course Manager
cc: City Council Members
Date: February 7, 2019
Re: Monthly Report, January 2019

- Applied 800 lbs. of Gypsum on the greens.
- Applied 600 lbs. of 0-0-30 (potash) on the greens.
- Completed spaying the fairways and rough with herbicide (Glyphos) to kill the winter weeds that germinated.
- Repaired a water leak on # 6 and #9 fairways.
- Burned brush piles and several stumps on the course.
- Removed the old pillars along the North-side of Naruna rd. and replace them with the large limestone blocks. It took five loads (90 blocks) to replace the pillars. The Lampasas Golf Association agreed to pay for one of the loads of block. I did have a couple of people inquiring of the age and historic value of the pillars; the pillars were not of any historic value they were installed in the early 1980's. The reason for replacing them was to match the south side of Naruna Rd. and the pipe that was running through them was rusted. Since we completed the project, we have had numerous compliments not only from the golfers but also from citizens that have stopped by with positive comments.
- January 28 – Lampasas High School Boys Invitational Tournament – 108 golfers.
- January 31 – Lampasas High School Girls Invitational Tournament – 70 golfers.

Hancock Park G.C. January Revenue Comparison 2018 and 2019



Memo



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

From: Lewann Turner, Court Clerk

Date: Friday, February 22, 2019

Re: Monthly Report January 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	191
Convictions	66
Compliance Dismissals	57
Hrs. Community Service Completed	190
Total Dollar Amount CS	\$2,378.60
Waived for Indigency	\$0.00
Total Collected	\$29,860.87
Total kept by City	\$22,237.15

A handwritten signature in black ink, appearing to be "J. deG".

City of Lampasas

M E M O

To: Mayor and City Council
 From: Finley deGraffenried
 Re: Manager's Report
 Date: 22 February 2019

Meters Council may have noticed contractors installing meters on the west side of town this past week. To date 214 meters have been installed in routes 12 and 15, which will provide more accurate readings and time of use information. Contractors will return after additional meters are purchased to complete this phase of the change out project.

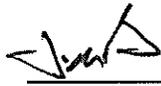
Demographics The Texas State Demographer has released population estimates for January 1, 2018 for Counties and Places. Although Lampasas represents a relatively small statistical sample size, their methodology should provide a reasonable forecast. Estimated population for Lampasas on January 1, 2018 is 7,915; up 18.5% from 2010. The Demographer's methodology includes review and analysis of births and deaths; housing permit activity; and school census. Lampasas should also feel impacts of growth along corridors, particularly 183 south where Leander has seen 97.6% increase in population, and Liberty Hill has seen a 109.2% increase.

Fire Chief On February 13 Council was notified that Reece Oestreich had submitted his resignation to pursue an opportunity with the State of Texas. As indicated, the City is in the process of preparing a vacancy announcement for publication in media and trade outlets. Additionally, I will be meeting with Fire Department personnel this week to seek input on real and perceived needs of the Department and desired qualities of a new Chief.

LCRA Grant Chief Bailey reports that the PD has applied for funding from the LCRA Community Grant Program for sealing and painting of the Police Station. This project has been discussed through the previous year budget process, however; was not funded. The Chief believes sufficient in-kind match could be provided to drastically reduce the monetary match from the City. Chief is hopeful to hear in the near future regarding the status of the application.

Local Option Staff is hopeful to complete the information related to the Local Option alcohol election prior to the Council meeting. Research of various regulatory controls of the State and City have taken more time than originally estimated. Based on the Alcoholic Beverage Code, the State maintains the majority of regulatory control over establishments that sell or serve beer, wine and mixed drinks, however; the City does have opportunities to review and provide objection to individual permit applications and renewals; and may control locations to the extent allowed by the Code.

Tree Trimming	Gary and Chris are preparing RFQ's for Park tree trimming. Based on the interest, and the varied experience and expertise of regional contractors, the City will be seeking contractors through the qualification process. After review and scoring, the most qualified contractor will be selected and a scope of work and price will be negotiated. Park tree trimming was specifically funded for the first time this year, and was identified as a priority through the CIP process.
Personnel Policy	Two marathon staff meetings have resulted in tremendous progress in the update to the City of Lampasas Personnel Policy. The staff team charged with initial review should complete their work in the next couple of weeks, after which time the draft will be available for review by Council and City Manager.
Foresite Meeting	The Foresite consulting team is planning to present their final report to the Lampasas Economic Development Corporation on March 20 th , and staff and the EDC Board are requesting a joint meeting with City Council to review the results. Foresite has been working on the inventory, assessment and design of internet models for the community for approximately one year and plans on presenting fiber to the home design, financial models, operational options and possible funding sources.
CIP	The first meeting of 2019 for the Capital Improvement Program Committee was held on February 6 th with new Board members Neil Levell and Dianna Hodges. The Committee discussed the format of future meetings and the components of the annual report. The next meeting will be held on March 7 th and will include presentations by Department Directors regarding capital needs. Staff has also been directed to discuss CIP projects with related Boards and Committees.
Variance	For your information the Zoning Board of Adjustment approved a variance for the property located on the corner of Ave C and Key Avenue. The current structure on the property was built on the west property line, and the new owner seeks to demolish the structure and put a new building approximately 12 feet to the east, however; the awning will encroach on the required side yard. The Variance was approved and the developer is hopeful to commence construction in April.


City Manager

ITEM NO. 7.1

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

Subject:

Discussion and possible action regarding the purchase 230 Neptune AMR water meters from Core & Main.

Requested By: Van Sims, Water/Wastewater Operations Manger

Submitted By: Rickie Roy, Public Works Director

Date Submitted: February 20, 2019

For the Agenda of: February 25, 2019

Procurement and Funding Statement:

The City of Lampasas implemented the use of Neptune AMR water meters in 2015. The meters are proprietary in nature and are compatible with existing meter reading technology owned by the City. Core & Main/Neptune has provided a sole source letter for the purchase. \$50,000 has been budgeted for this project in line item 520-5421 (Meter Maintenance/Purchase) for this purchase.

Attachments: Sole Source Letter from Neptune

Summary Statement:

In 2015 the City began a meter replacement program to provide for the replacement of manually read meters with electronic read meters. The City selected Neptune AMR meters after evaluation of products. The purpose of the program is to improve the efficiency and accuracy of the meter reading process as well as provided detailed information regarding the consumption of water that is metered through the system. Since 2015, approximately 1,068 Neptune AMR meters were installed. Approximately 3400 meters are remaining in the system awaiting replacement. A goal to install 500 meters was set for FY18/19, with the balance to be completed over the next two budget cycles, pending the availability of funds. This purchase of 230 (\$207.00 each) meters coupled with the meter inventory as of the beginning of the fiscal year would enable the goal to be accomplished.

Recommendation:

Staff recommends council approve the purchase for 230 water meters from Core & Main for \$47,610.00.

February 07, 2019

City of Lampasas
Mr. Van Sims
312 E 3rd St
Lampasas, Texas 76550

Subject: Neptune Sole Source letter



Dear Mr. Sims,
Neptune Technology Group, Inc. has always valued the City of Lampasas, Texas as a loyal customer. I want to clarify that Core & Main formerly HD Supply is the exclusive distributor of all Neptune products in the state of Texas & in the Central Texas and Lampasas area. As the sole source provider of all Neptune products, the City of Lampasas can continue to depend on Core & Main for all your metering needs.

Regards,

Rex Baxter
Senior Territory Manager
Neptune Technology Group, Inc.

Run Date: 2/08/19

Quote



Sold To: CITY OF LAMPASAS
STOCK-BELTON
ATTN: SHIRLEY LITTLE
312 E 3RD ST
LAMPASAS, TX 76550-2820

Ship To: CITY OF LAMPASAS
100 BROWN STREET
LAMPASAS, TX 76550

Branch: BELTON TX
Branch - 140
1601 South Wall St
Belton, TX 76513 0000
Phone: 254-939-8998

Customer # 051323
Order # K136793
Date Ordered 02/08/19
Job #
Job Name
Purchase Order # METER QUOTE
Method of Shipment OUR TRUCK
Contract Order # 0000000
Ordered By VAN SIMS
Ship Via CORE & MAIN LP

Bid Seq#	Product Code	Description	Qty Ordered	Qty Shipped	Qty B/O	Net Price	UOM	Ext Price
4306	ED2B31RPWG11	T10 5/8X3/4 USG R900I PROCODER ED2B31RPWG11	230			207.00000	EA	47610.00

PRICING FIRM UNTIL: 4/12/19

Terms in accordance with shipping manifest.

Special Instructions/Comments:

Total Ordered: 47610.00
Tax Amount: .00
Other Charges: .00
Total: 47610.00

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City ManagerITEM NO. 7.2

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

Subject:

Discussion and possible action concerning approval of Relay for Life Bark for Life Event to be held at Hanna Springs Sculpture Garden on March 2, 2019 from 11-2 p.m.

Requested By: Stacy Bradley, Bark for Life

Submitted By: Becky Sims, Assistant City Secretary

Date Submitted: February 21, 2019

For the Agenda of: February 25, 2019

Procurement and Funding Statement:

N/A

Attachments: Flyer and Insurance

Summary Statement:

A representative from Relay for Life (Bark for Life) committee has asked to use the City of Lampasas Hanna Springs Sculpture Garden for their annual event. They have used this venue the past 2 years. Tina Matney, President for LAFTA (Lampasas Association for the Arts) has been notified and there are no scheduling conflicts and they are excited to welcome this event.

Recommendation:

To consider a motion to approve this event to be held at Hanna Springs Sculpture Garden on March 2, 2019.

**DOGS AND THEIR HUMANS
ARE INVITED TO**



AMERICAN CANCER SOCIETY
BARK FOR LIFE®
A CANINE EVENT TO FIGHT CANCER

Saturday, March 2th
Hanna Springs Sculpture Park
501 E North Ave; Lampasas

11-2pm

Registration begins 10:30

Registration: 1 dog \$10

*Each additional dog \$5
Humans are free!*

*First 20 registered dogs will receive a
s'wag bag!*

All Proceeds to Benefit:
2019 Lampasas/Copperas Cove
Relay For Life
May 4, 2019



Come join the fun!

**All dogs must be
on a leash!
NO retractable leashes**

Register at:

relayforlife.org/copperascovetx

1. Register at:
2. www.relayforlife.org/copperascovetx
3. At top left click "DONATE"
4. Click on "OTHER AMOUNT" & enter dollar amount
5. Click on "SINGLE GIFT"
6. Click on "DONATE TO TEAM"
7. Enter "Bark For Life"
8. Enter your contact information
9. Enter your credit card information
10. Click "DONATE \$"

**Join our Bark For Life Event
on Facebook**

@CopperasCoveRelayForLife

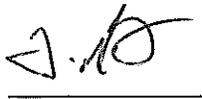
- Pet related businesses
- Pet adoption
- Rescue groups
- Cancer Survivor Registration
- Local Vendors
- Free nail trimming & Ear Cleaning
- And so much more!!

**DOG CONTESTS
WITH PRIZES:**

1. Star Wars Costume Contest
2. Snack Catch
3. Best Trick
4. Musical Sits
5. Doggie Duck Races
6. Pup Pie Eating Contest

The event staff has the right to ask unruly dogs and their humans to leave!

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City Manager

ITEM NO. 7.3

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

Subject:

Discussion and possible action regarding the selection of an engineering firm to provide professional services for the 2019 Community Development Block Grant Program.

Requested By: Gary Cox, Assistant City Manager

Submitted By: Gary Cox, Assistant City Manager

Date Submitted: February 21, 2019

For the Agenda of: February 25, 2019

Procurement and Funding Statement:

If grant funding is awarded, services would be funded through the CDBG program/matching funds.

Attachments: Scoring Summary

Summary Statement:

In accordance with the requirements of the CDBG application, a Request for Qualifications (RFQ) for engineering services was advertised on January 16, 2019 with a closing date of February 8, 2019. Eight (8) proposals were submitted for evaluation in response to the solicitation. A panel of staff members including the Public Works Director, W/WW Superintendent and Asst. CM, independently evaluated the proposals. While all of the firms were qualified to provide the requested services, recommends the selection of Eckermann Engineering to provide engineering services related to the 2019 CDBG program.

Recommendation:

To consider a motion to approve the selection of Eckermann Engineering to provide engineering services for the 2019 Community Development Block Grant Program and authorizing the City Manager to execute a professional services agreement and other related documents.

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City ManagerITEM NO. 7.4

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

Subject:

Discussion and possible action regarding a possible development agreement for a residential development on Hetherly Street by RKJ Construction.

Requested By: Gary Cox, Assistant City Manager

Submitted By: Gary Cox, Assistant City Manager

Date Submitted: February 21, 2019

For the Agenda of: February 25, 2019

Procurement and Funding Statement:

If approved funding for the project would be funded through the utility extension line items budgeted within the FY 18/19 budget.

Attachments: Sketch of Improvements

Summary Statement:

RKJ Construction, Inc. has approached staff and requested consideration regarding the extension of water/wastewater services to three (3) lots located on Hetherly Street. Based upon per unit costs recently used for a similar project East Avenue G, staff estimates the cost to install 225' of sanitary sewer and appurtenances at approximately \$34,000.00. The project would require engineering prior to implementation at an additional cost.

Recommendation:

To consider a motion to approve, deny or approve with modifications of the request by RKJ Construction, Inc. for cost sharing for the installation of water/wastewater for a residential development on Hetherly Street not to exceed fifty percent (50%) of the actual cost.

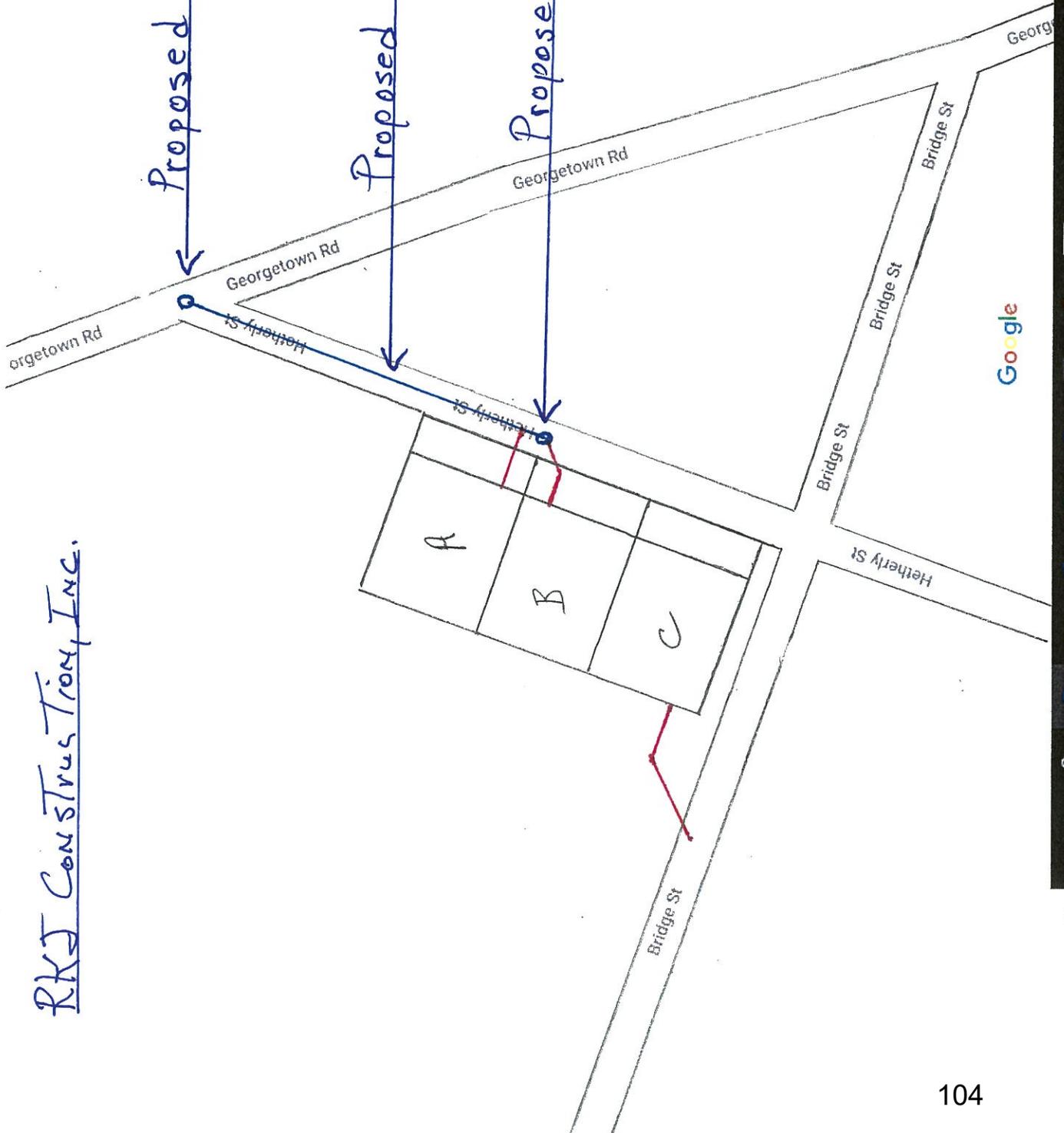
RKJ Construction, Inc.

Fourth St

Proposed New Manhole.

Proposed New Sewer Line.

Proposed New Manhole.



MISC.



January 25, 2019

To the Honorable Mayor and
Members of the City Council
City Of Lampasas, TX

Re: Atmos Energy Franchise Payment

In accordance with the provisions of the franchise agreement between Atmos Energy and the City Of Lampasas, TX, enclosed is a franchise payment for the rights and privileges from January 01, 2019 through March 31, 2019 in the amount of \$9,488.82.

This payment is based on the period October 01, 2018 through December 31, 2018 and is due on or before February 15, 2019. The attached report contains supporting information for this payment.

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

Enclosure



Randy Hartford
Atmos Energy

Atmos Energy
Franchise Payment Report

City Of Lampasas, TX

Revenue Period: October 01, 2018 through December 31, 2018

Date Due: 2/15/2019

Date Paid:

Category	Gross Revenue	Rate	Payment
Residential Sales	148,103.68	3.0000	4,443.11
Misc. Service Charges - Residential	5,726.43	3.0000	171.79
Commercial Sales	68,223.90	3.0000	2,046.72
Misc. Service Charges - Commercial	279.00	3.0000	8.37
Commercial Governmental Sales	9,027.69	3.0000	270.83
Transportation Sales	18,560.74	3.0000	556.82
3rd Party Value of Gas			1,991.18
	\$ 249,921.44		\$ 9,488.82

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

January 25, 2019



Brian Conner

Dir State & Local Tax