

**NOTICE OF REGULAR MEETING OF THE GOVERNING BODY
OF THE CITY OF LAMPASAS, TEXAS
CITY COUNCIL CHAMBERS
302 E. THIRD STREET
Monday, November 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, November 25, 2019 in the City Council Chambers located at 302 E Third Street, Lampasas, Texas. The City Council of Lampasas, Texas reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed, as authorized by the Texas Government Code sections 551.071 (consultation with attorney), 551.072 (deliberations about real property), 551.073 (deliberations about gifts and donations), 551.074 (personnel matters), 551.076 (deliberations about security devices), 551.087 (economic development), and Section 551.086 (Relating to the authority of public power utility governing bodies to deliberate regarding competitive matters).

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

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

EXECUTIVE SESSION

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

1. Section 551.071 (1), 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

- III. Adjourn into Special Session

SPECIAL SESSION

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

WORKSHOP SESSION

1. Call to order Workshop Session
2. Discussion regarding the 1931 Roy L. Thomas Open House Dedication to be held on December 16, 2019 (pgs. 5-6)
3. Discussion regarding an amendment to the Subdivision Regulations regarding cul-de-sacs requirements. (pgs. 7-28)
4. Discussion regarding implementation of a tree preservation policy. (pgs. 29-34)
5. Discussion regarding any item on the regular agenda

6. Adjourn Workshop Session

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

ANNOUNCEMENTS

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

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

2.0	MINUTES	PAGES
2.1	Discussion and possible action concerning approval of minutes of the Regular Meeting on November 12, 2019	35-48

3.0	CONSENT AGENDA	PAGES
3.1	Discussion and possible action regarding the second reading of an Ordinance for a Specific Use Permit to allow for Offices, General Business and Professional use of existing 2-story accessory structure located towards the rear of property near alley of Block 17, Lots 1&2 of the LSC 1 st Addition; commonly known as 206 S. Walnut, Lampasas, Texas.	49-50
3.2	Discussion and possible action regarding the Monthly Investment Report for October 2019	51-70

4.0	BOARDS/DEPARTMENT REPORTS	PAGES
4.1	<ol style="list-style-type: none"> 1. Public Works Monthly Report for Electric, Streets, Water/Wastewater 2. Building Official Monthly Report 3. Economic Development Monthly Report 4. Fire Department Monthly Report 5. Parks and Recreation Monthly Report 6. Information Systems Monthly Report 7. Library Monthly Report 8. Golf Course Monthly Report 9. Municipal Court Monthly Report 10. City Secretary Monthly Report 11. Police Department Monthly Report 12. Utility Billing and Collections Monthly Report 	71-98

5.0	ROUTINE MATTERS	PAGES
5.1	City Manager’s Operational Report <ul style="list-style-type: none"> • Court Ruling 	99-100

	<ul style="list-style-type: none"> • Toy Drive and Lunch • Library Sidewalks • Closeout • Development Staff • Brown St Drainage 	
5.2	MAYOR'S COMMENTS	N/A

6.0	UNFINISHED BUSINESS	N/A
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7.0	NEW BUSINESS	PAGES
7.1	Discussion and possible action regarding Eagle Scout Project regarding repair of WM Brook Park Ferry Docks and Lampasas Animal Shelter Food Drive	101-112
7.2	Discussion and possible action regarding appointment of board member to Parks and Recreation Advisory Board.	113-116
7.3	Discussion and possible action regarding the Holiday Schedule and cancelling the December 23, 2019 Council Meeting	117-118

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 November, 2019 at 2:52 pm



 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 the 1931 Roy L Thomas Open House Dedication to be held on December 16, 2019.

Requested By: Finley deGraffenried, City Manager

Submitted By: Finley deGraffenried, City Manager

Date Submitted: November 21, 2019

For the Agenda of: November 25, 2019

Procurement and Funding Statement:

Attachments:

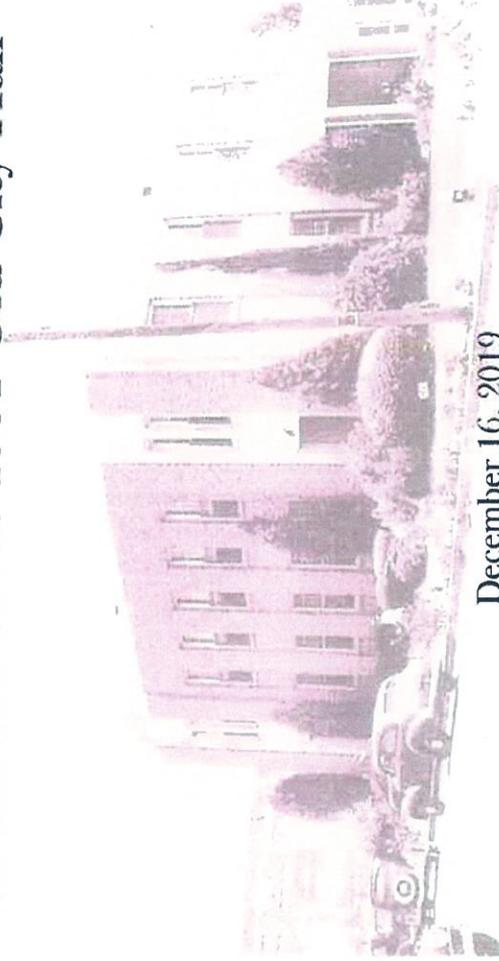
Summary Statement:

Staff will take this opportunity to review plans for the Open House and Dedication of the 1931 Roy L Thomas Old City Hall.

Recommendation:

Discussion Only

Join Us for the
Dedication of the 1931 Old City Hall

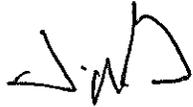


December 16, 2019

Open House 5:30-7:30 p.m. • Program 6:00 p.m.

Downtown Lampasas at the corner of Main & Third Street

Please bring an ornament to place on the Christmas trees inside Old City Hall



City Manager

ITEM NO. WORKSHOP-3

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

Subject:

Discussion regarding an amendment to the Subdivision Regulations regarding cul-de-sacs requirements

Requested By: Jeff Smith, Fire Chief

Submitted By: Finley deGraffenried, City Manager

Date Submitted: November 21, 2019

For the Agenda of: November 25, 2019

Procurement and Funding Statement:

Attachments: Subdivision Regulations (ref page 16)/ Fire Code Appendix D

Summary Statement:

During a recent plat review the Fire Marshal noted an inconsistency with the requirements in the subdivision regulations and the Fire Code. The subdivision regulations call for a minimum Right Of Way radius of 50'; however does not specifically call out the paved radius. Previous subdivision plans have been approved with a R-O-W radius of 50', however; a paved radius of 40'. Staff takes this opportunity in Workshop to explain the issue and desired amendment. Staff will discuss recommended amendment language amending Chapter 70 Subdivisions, Section 70-206 Streets (H) (1) *Turnarounds* are to have a minimum right-of-way radius of 50 feet for single-family and two-family use and 60 feet for other uses with minimum paved radius governed by the currently adopted International Fire Code; Appendix Fire Apparatus, Access Roads.

Recommendation:

Discussion only

Chapter 70 - SUBDIVISIONS¹

Footnotes:

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Cross reference— Joint hearings of city council and planning and zoning commission, § 2-256 et seq.; numbering of buildings, § 18-361 et seq.; flood damage prevention, § 42-31 et seq.; flood hazard reduction standards for subdivisions, § 42-88; zoning, ch. 90.

State Law reference— Regulation of subdivisions and property development, V.T.C.A., Local Government Code § 212.001 et seq.

ARTICLE I. - IN GENERAL

Sec. 70-1. - Jurisdiction, authority and purpose of chapter.

Under the authority of V.T.C.A., Local Government Code § 212.001 et seq., which is made a part of this chapter, the city council does hereby adopt the regulations of this chapter to control the subdivision of land within the corporate limits of the city and in the extraterritorial jurisdiction of the city to:

- (1) Implement the city comprehensive plan through the regulation of subdivision development;
- (2) Provide for the orderly development of the city and its extraterritorial jurisdiction;
- (3) Ensure adequate provision for streets, alleys, parks, water and wastewater lines, storm drainage and other facilities indispensable to the community;
- (4) Ensure adequate fire protection and adequate access and egress for fire and other emergency services;
- (5) Ensure access to adequate amounts of light and air; and
- (6) Ensure the overall health, safety and general welfare of the community.

This chapter is also governed by the 2012/2015 International Fire Code including appendixes A, B C, D and I.

(Ord. No. 726, § 3.01, 3-13-95)

Sec. 70-2. - Definitions and exceptions.

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

Commission means the city planning and zoning commission.

Plat means a map or chart of the subdivision or the act of mapping or charting the subdivision. It shall include plan, plat or replat, in both singular and plural.

- (1) *Minor plat* means a plat involving four or fewer lots fronting on an existing street and not requiring the creation of any new street or the extension of municipal facilities.
- (2) *Replat* means the division of an existing subdivision, together with any change of lot size therein, or with the relocation of any street lines.

Subdivision means the division of a tract or parcel of land into two or more parts for laying out suburban, building or other lots and to lay out streets, alleys, squares, parks or other parts of the tract intended to be dedicated to public use or for the use of purchasers, owners, renters or other users of such partitions of the tract or lots fronting thereon or adjacent thereto for the purpose, whether immediate or future, of sale, lease or building development.

- (b) Divisions of land otherwise within the scope of this chapter are an exception to the definition of subdivision when each of the subdivided tracts are 5 acres or larger in area and where the extension or installation of streets and/or utilities and the dedication of streets, alleys, squares, parks or other parts of the tract to public use is not involved.

(Ord. No. 726, §§ 2.02, 2.03, 2.05, 3-13-95)

Cross reference— Definitions generally, § 1-2.

Sec. 70-3. - Penalty for violation of chapter.

Any person violating this chapter or any portion of this chapter shall, upon conviction, be punished according to the provisions of section 1-15.

(Ord. No. 726, § 5.13, 3-13-95)

Sec. 70-4. - Approval of plats required prior to public utility installation.

No subdivision plat shall be filed or recorded, and no lot in a subdivision inside of the corporate limits or within the extraterritorial jurisdiction of the city shall be improved or sold until the plat shall have been approved as required in this chapter. The city shall have the authority to prohibit the installation of public utilities and to deny the issuance of building, plumbing, electrical and mechanical permits, as applicable, in unapproved subdivisions.

(Ord. No. 726, § 3.02, 3-13-95)

State Law reference— Plat required, V.T.C.A., Local Government Code § 212.004.

Sec. 70-5. - Conformance with the general plan.

Plats approved under this chapter shall be considered based on any plans for roads, streets, and public highways with the city and in the extraterritorial jurisdiction; taking into account access to and extension of sewer and water mains and instrumentalities of public utilities. Plats may be considered for approval based on Capital Improvement Plans, Park Plan, Comprehensive Plan, or any other planning document in existence at time of Plat submission. This chapter shall govern every person, firm, association or corporation owning any tract of land within the corporate limits and extraterritorial jurisdiction of the city who proposes to divide the tract into two or more parts for the purpose of laying out any subdivision of land or any addition to the city, or for laying out suburban, building or other lots, and to lay out streets, alleys, squares, parks or other parts of the tract intended to be dedicated to public use or for the use of purchasers, owners, renters or other users of such partitions of the tract or lots fronting thereon or adjacent thereto.

(Ord. No. 726, § 1, 3-13-95)

State Law reference— Standards for approval, V.T.C.A., Local Government Code § 212.010.

Sec. 70-6. - Guarantee of performance.

- (a) *Construction inspection and certification.* All plans and actual construction of required improvements shall be inspected by the City Manager, or his/her qualified designee; however, the City may obtain 3rd party review services as it deems necessary for technical and professional review. No plans or completed construction will be considered for approval or acceptance by the council without certification from the City Manager, or his/her qualified designee or 3rd party reviewer that such plans and calculations and such construction is complete and that they are in accordance with specifications

and standards contained or referenced in this chapter, including the city detail specifications, and/or with plans previously approved for the subject subdivision. The City Manager, or his/her qualified designee shall make frequent field inspections during the construction period and arrange for testing and compliance in accordance with the adopted City of Lampasas Standard Details and Specifications. The costs of such tests shall be paid by the subdivider prior to approval of the final plat. The City Manager, or his/her qualified designee shall submit periodic progress reports to the council during the construction period. The final responsibility for the adequacy and acceptability of all construction shall rest with the subdivider. The subdivider shall retain the services of a professional engineer, licensed in the State of Texas, whose seal shall be placed on each sheet of the construction drawings; if required, and who shall be responsible for the inspection of the drainage, roads, and streets, and sewer and water facilities within the subdivision.

- (b) *Maintenance guarantee.* Prior to final acceptance for maintenance of the completed improvements, the subdivider shall file with the City Manager, or his/her qualified designee a bond or other such guarantee acceptable to the council, executed by a bank or a surety company holding a license to do business in the state, and acceptable to the council, in an amount equal to ten (10%) percent of the estimated construction cost of the improvements required, as estimated by the subdivider and approved by the City Manager, or his/her qualified designee, conditioned that the subdivider will maintain such improvements in good condition and without cost to the city for a period of two years after acceptance of completed construction. Such money in escrow or bond shall be approved as to form and legality by the city attorney.
- (c) *Construction guarantee.* Prior to approval of the final plat, the subdivider shall file with the City Manager a performance bond executed by a corporate surety licensed to do business in the State of Texas, in an amount equal to the cost of the uncompleted and unaccepted improvements required by this Ordinance, as approved by the City Manager, conditioned that the subdivider will complete such improvements within two (2) years from the date of final plat approval.
- (d) City Council at sole discretion may accept alternative guaranteed and warranty of Public Infrastructure constructed by subdivider.
- (e) *Acceptance of construction.* The City Manager, or his/her qualified designee shall inspect such improvements upon completion of construction and shall notify the subdivider and the city attorney in writing as to his acceptance or rejection of the construction. He shall reject such construction if it fails to comply with the city's standards and specifications for construction of subdivision improvements. If he rejects such construction, the city attorney shall, on direction of the council, proceed to enforce the guarantees provided in this chapter.

Prior to final acceptance for maintenance of the completed improvements by the City Council, the subdivider shall file with the City Manager or his designee the following:

1. Three (3) sets of reproducible "record drawings" for each project, which further contains or has attached certification from a professional engineer that all improvements comply with this Ordinance.
 2. An affidavit from the subdivider stating that to the best of his information and belief, the contractor has complied with the regulations contained in this Ordinance.
- (f) *Extension of time to complete construction.* Where good cause exists, the council may extend the period of time for completion under this section for an additional period of time not to exceed six months if the subdivider has not completed the required site improvements or completed such improvements in compliance with this chapter. No such extension shall be granted unless security and maintenance guarantees as required herein have been provided by the subdivider covering the extended period of time.
 - (g) *Use of security and maintenance guarantees.* Security and/or maintenance guarantees shall not be released by the city until all the requirements for approval and acceptance of improvements have been met. If it becomes apparent that the subdivider is not going to complete the construction of any or all of the required improvements in accordance with the previously approved plans and chapter requirements, or provide the necessary maintenance within the stipulated two-year period (or any

extension thereof granted under this section), the City Manager, or his/her qualified designee shall so inform the council in writing, and the council shall take necessary action against the guarantees and security posted by the subdivider to complete such construction or maintenance at no cost to the city. The council may also file appropriate proceedings in district court against the subdivider and his security as set forth in this section.

(Ord. No. 726, § 4.04, 3-13-95)

Sec. 70-7. - Conformance with chapter; exceptions and/or modifications.

Alternative Method of Compliance

- a) The Planning and Zoning Commission, City Council may grant or approve through the Platting process a justified exception or modification from this chapter. An "Alternate Method of Compliance" application shall accompany all requests for a modification(s) to this chapter.
- (1) Exception means the basis for non-application of a particular standard in these regulations or related codes, approved at the discretion of the Planning Commission, City Council as part of the application process, and based on general circumstances and criteria specified in these regulations.
 - (2) Modification means an [alteration](#) or [adjustment](#) to a particular standard in these regulations or related codes, as an Alternate Method of Compliance approved at the discretion of the Planning Commission, City Council as part of the application process, and based on general circumstances and criteria specified in these regulations.
- (b) *Required.* Any subdivision within the corporate city limits or the extraterritorial jurisdiction of the city shall be governed by these regulations as well as any Interlocal Cooperative agreements with Burnet or Lampasas County for administration of subdivision regulations.
- (c) *Exceptions.* Subdivisions meeting all of the following criteria may be exempt from the curb and gutter and street width requirements:
- (1) Each lot, tract or parcel of land within the subdivision must contain a minimum of one acre.
 - (2) Each lot, tract or parcel of land within the subdivision must contain a minimum frontage of 150 feet, excluding tracts located in a cul-de-sac.
 - (3) Each lot, tract or parcel must be subject to the mandatory prohibition against further subdivision of any lot, tract or parcel into a lot, tract or parcel containing less than one acre.
- (d) *Streets.* The specifications for streets exempted under subsection (c) of this section shall:
- (1) Meet the city-adopted construction specifications for the design of drainage, subgrade, compacted base and asphalt applications for paving.
 - (2) Drainage shall be designed by a registered professional engineer of the state, and drainage designs submitted must be approved by the City Manager, or his/her qualified designee prior to city acceptance.
 - (3) Crushed limestone flexible base shall be used and conform to the city construction specifications for design and installation requirements. On-site materials may be substituted in lieu of flexible base provided the materials meet either the State Department of Transportation standard #248 or are approved in writing by the City Manager, or his/her qualified designee prior to placement.
 - (4) Streets shall be a minimum of 26 feet unobstructed paved width of approved two course rock and asphaltic overlay application, HMAC; of approved concrete in accordance with acceptable street construction standards.

- (5) Compacted based shoulders, as specified in subsection (c)(3) of this section, shall be installed extending four feet on both sides of the paved surface and consist of crushed limestone flexible base material compacted at least six inches in depth to a minimum of 95 percent proctor density.

(Ord. No. 726, § 5.10, 3-13-95; Ord. No. 791, § 1, 1-16-97)

Secs. 70-8—70-40. - Reserved.

ARTICLE II. - ADMINISTRATION^[2]

Footnotes:

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Cross reference— Administration, ch. 2.

DIVISION 1. - GENERALLY

Sec. 70-41. - Compliance with chapter provisions required prior to construction.

- (a) Construction plans and specifications shall be submitted after approval of the final plat and 30 days prior to any construction. Such plans and specifications shall comply with all city ordinances, and must be approved or disapproved by the City Manager, or his/her qualified designee in writing within 30 days after submitted.
- (b) All construction of improvements shall be inspected while in progress by the appropriate city department, and a final approval shall be required.
- (c) The city may refuse to issue any building, repair, plumbing or electrical permits, and may refuse to provide any public utility services to any improvement within any subdivision for which a final plat has not been approved and filed for record, or for any structure on a lot within a subdivision in which the standards required by this chapter or any other city requirement has not been complied with in full.

(Ord. No. 726, § 5.12(1)—(3), 3-13-95)

Sec. 70-42. - Enforcement of chapter; issuance of permits and services.

Enforcement Responsibility

- This Ordinance shall be administered and enforced by the City Manager

Remedies and Enforcement Powers

1. Violations

Any person, firm or corporation violating this provision shall be deemed guilty of a misdemeanor and, upon conviction in the municipal court of the City of Lampasas, Texas, shall be subject to a fine not to exceed the sum of five hundred dollars (\$500.00) for each offense, except however, where a different penalty has been established by state law for such offense the penalty shall be that fixed by state law, and for any offense which is a violation of any provision of law that governs fire safety, zoning, or public health and sanitation, including dumping of refuse, the penalty shall be a fine not to exceed the sum of two thousand dollars (\$2,000.00) for each offense; and each and every day said violation is continued shall constitute a separate offense.

2. Stop Work

Whenever any construction work is being done contrary to the provisions of this Ordinance, the Building Official may order the work stopped by notice in writing served on the owner or contractor doing or causing such work to be done, and such person shall forthwith stop such work until authorized by the Building Official to proceed with the work.

3. Inspections

The Building Official Officer shall have the right to enter upon any premises at any reasonable time for the purpose of making inspections of buildings or premises necessary to carry out his duties in the enforcement of this Ordinance.

Enforcement Procedures

1. Notice

The Building Official shall give written notice by certified mail to the owner of land on which a violation exists. The notice shall state the nature of the violation.

2. Notice of Criminal Penalty

In no case shall any person acting on behalf of the City seek a criminal penalty for violation of this Ordinance without giving thirty (30) days prior notice of the violation, specifying the action necessary to correct the violation and avoid criminal prosecution.

3. Other Enforcement Powers

In addition to the enforcement powers specified in this Ordinance, the City may exercise any and all enforcement powers granted to it by Texas law, as it may be amended from time to time.

4. Continuation

Nothing in this Ordinance shall prohibit the continuation of previous enforcement actions, undertaken pursuant to previous, valid resolutions, ordinances and laws.

Grandfather Clause- Issuance of permits and services. This chapter shall not in any way be construed to prohibit the issuance of permits or utility services for any lots upon which improvements were in existence prior to March 13, 1995, if such subdivision in which the lot is located was filed for record before March 13, 1995, or if such subdivision complied with the city Ordinance No. 284, which ordinance was known as a subdivision ordinance and was repealed and superseded by this chapter.

(Ord. No. 726, § 5.12(4), (5), 3-13-95)

Secs. 70-43—70-65. - Reserved.

DIVISION 2. VARIANCES WITHIN PLAT

Sec. 70-66. – Definitions.

- (a) Variance means an adjustment in the application of the specific regulations of the Zoning Ordinance to a particular parcel of property which, because of special conditions or circumstances of hardship peculiar to the particular parcel, is necessary to prevent the property from being deprived of rights and privileges enjoyed by other parcels in the same vicinity and zoning district. Variances shall be noted for individual lots on the final plat and shall be subject to approval process as outlined in this chapter.

(Ord. No. 726, § 5.11(2), 3-13-95)

Sec. 70-69. - Application; fees.

- (a) *Application.* All requests for variances must be made in writing and should be submitted at the earliest possible date at which the subdivider identifies the need for a variance. In any case, a request for variances shall be submitted and noted on preliminary plat.

(Ord. No. 726, § 5.11(3), (4), 3-13-95)

Secs. 70-70—70-100. - Reserved.

ARTICLE III. - PLATS

DIVISION 1. - GENERALLY

Sec. 70-101. - Preapplication conference.

A preapplication conference with the City Manager, and/or his/her qualified designees shall be required for all subdivisions. The subdivider shall provide a sketch of the proposed layout showing general road patterns and lot configuration at which time the City Manager, and/or his/her qualified designees shall review the layout for compliance with the general subdivision requirements. The City Manager, and/or his/her qualified designees shall note special design considerations that might apply to the subdivision as are evident to him/her at the time of preapplication. The preapplication conference shall be for information purposes only and shall not be construed as a formal approval or commitment by the city.

(Ord. No. 726, § 4.01, 3-13-95)

Sec. 70-102. - Administrative approval of amending plats, minor plats and replats.

- (a) *Administrative approval.* The administrative approval procedure may be followed for the approval of applicable amending plats or, minor plats, if the land proposed for subdivision or re-subdivision meets the conditions and requirements, in accordance with the Local Government Code, Section 212.0065, as follows:
 - (1) Is an amending plat described in the Local Government Code, Section 212.016 that result in five or fewer adjoining/contiguous lots; or
 - (2) Is a minor plat or replat such that it results in four or fewer adjoining/contiguous lots, each of which is fronting on an existing street that does not require the creation of any new street or the extension of any municipal infrastructure or facilities, or

- (b) *Amendment of certain nonconforming plats.* The city manager or manager's designee may, at his sole discretion, utilize the administrative approval procedure for the approval of amendments to legally nonconforming plats, without voiding the nonconforming status of the plats involved, when the amendment:
- (1) Does not increase density in the subdivision; and
 - (2) Results in a plat that more closely conforms to the current Code, even if full conformance is not achieved, and
 - (3) Results in four or fewer adjoining/contiguous lots.
- (c) Plats noted above in (a) (1)(2) and/or (b)(1)—(3) may be administratively processed and approved by the city manager, or his/her qualified designee, without review or approval action of the municipal planning commission and/or the city council. The city manager or the manager's designee shall have full and sole discretion to elect to present the plat in question to the municipal planning commission or city council, or both, for approval or denial, for any reason determined by the city manager or the manager's designee. The city manager or the manager's designee shall not deny the plat, but rather, if unable or unwilling to approve the plat, shall refer such plat to the municipal planning commission for action within 30 days from the date of filing of the administratively complete plat application.
- (d) The city manager or manager's designee shall have final authority to determine whether a subdivision qualifies to be processed administratively, based on the information presented at the preapplication conference.
- (e) The filing fees for plat approvals under this section are in the amounts listed in appendix A of this Code, or any fee that may be subsequently adopted by the city council in the annual budget fee schedule.
- (f) Administrative approval for residential development across interior lot lines.
- (1) Definitions applicable only to this subsection (f):

The following definitions shall apply in the interpretation and enforcement of this subsection (f).

 - (A) "Interior lot lines" shall mean property lines that separate one or more tracts of land (i.e., lots) owned by one property owner in a platted subdivision, interior lot lines are not, by definition, the boundary lines that form any part of the perimeter of the tract(s) in question.
 - (B) "Development" shall mean construction, erection or fabrication of any structure which is allowed to occur on tracts within a subdivision, in accord with provisions of the city's Zoning Code, applicable to the tracts in question.
 - (C) "Development across interior lot lines" shall mean the partial placement of a primary or accessory building across a portion of the interior lot line located on the property. Placement of a primary building on one lot and the associated accessory building entirely on the separate lot, with an interior lot line between the two structures will not be permitted, even if drives and walkways connect them and cross the interior lot lines.
 - (2) *Development across interior lot lines.*
 - (A) Development across interior lot lines may only be approved in cases when there is one owner for the lots proposed to be developed as a single development tract.
 - (B) A request for approval by the city manager for development across interior lot lines may be made for property located in any residential zoning district, as long as the proposed building(s) and site plans meet all other requirements of the applicable zoning district and applicable City Codes.
 - (C) The developer shall be required to record, in the Lampasas Real Property Records, documentation related to the development across the interior lot lines, which documentation shall warrant that no separate conveyance of the tracts involved will be permitted in the

future, by either the developer or any future heir, assign, buyer or owner, so long as the improvements across the interior lot lines exists.

- (D) The development will not be permitted if the city manager determines, in his sole judgment, that it may have a negative or adverse effect on any property in the platted subdivision, the surrounding area, or on the values or uses of adjacent properties.

(3) *Application process.*

- (A) A development packet related to the requested residential development across interior lot lines must be provided for the city manager's review. To be considered for approval, the packet shall include copies of:

- (1) A site plan of the proposed development across the interior lot lines.
- (2) Documentation demonstrating ownership of all lots involved.

- (B) The city manager may contact the applicant to set a time to review the application prior to making a final decision on the request.

- (C) Approval of the request is within the sole discretion of the city manager and the city manager reserves the right to require a replat of the development, if all conditions are not met or if doing so is in the best interest of the city or the adjacent property owners.

- (D) No development shall be initiated until the city manager approves that portion of the building permit governing the site plan.

(Ord. No. 726, § 4.05, 3-13-95; Ord. No. 1317, § 1, 4-25-2011; Ord. No. 1423, § 1, 8-25-2014)

Secs. 70-103—70-125. - Reserved.

DIVISION 2. - PRELIMINARY PLAT

Sec. 70-126. - Required.

A preliminary plat of any proposed subdivision, prepared by a registered engineer or registered public surveyor and bearing his seal, shall be submitted to the city for approval before the subdivider proceeds with the final plat for record, and shall be drawn to a scale of 100 feet to the inch. Scale variances may be granted by the City Manager, or his/her qualified designee.

- (1) The City Manager, or his/her qualified designee may make the determination that the preliminary plat and final plat may be combined/submitted as one submission under the following conditions:
 - a. All related conditions of this chapter are met and;
 - b. The subdivision is or would result in 15 or fewer lots
 - c. The City Manager, at sole discretion may require a preliminary plat for subdivisions of 15 or fewer lots

(Ord. No. 726, § 4.02, 3-13-95)

Sec. 70-127 - Existing features inside subdivision.

The existing features inside the subdivision to be shown on the preliminary plat are as follows:

- (1) The existing boundary lines of the land to be subdivided. Boundary lines shall be drawn sufficiently wide to provide easy identification.
- (2) The location of existing watercourses (including the 100-year floodplain), railroads, and other similar drainage and transportation features.

- (3) The location and width of existing streets, alleys, easements, buildings, structures and other improvements.
- (4) Topographical information with contour lines at two-foot intervals or closer.
- (5) Accurate location of land by reference to the volume and page of the deed records of the county or counties in which such land is located, including record access.
- (6) All zoning designations applicable to the land to be subdivided and the boundaries of such zoning districts.
- (7) The city limit line, extraterritorial jurisdiction boundary or other political boundaries that pass through the land to be subdivided.
- (8) Cemeteries, landfill sites, junkyards or other significant past or present uses.

(Ord. No. 726, § 4.02(1), 3-13-95)

Sec. 70-128. - Existing features outside subdivision.

Existing features outside of a subdivision to be shown on the preliminary plat are as follows:

- (1) The name and property lines of adjoining property owners.
- (2) The name and location of adjacent subdivisions, streets, easements, pipelines, watercourses, etc.
- (3) All zoning designations applicable to the land adjacent to the land to be subdivided and the boundaries of such zoning districts.
- (4) The city limit line, extraterritorial jurisdiction boundary or other political boundaries that pass within 200 feet of the land to be subdivided. All lines outside of subdivision boundaries shall be dashed.

(Ord. No. 726, § 4.02(2), 3-13-95)

Sec. 70-129. - New features inside of subdivision.

New features inside of the subdivision to be shown on the preliminary plat are as follows:

- (1) The proposed name of the subdivision.
- (2) The location, right-of-way width and names of proposed streets.
- (3) The approximate width and depth of all lots. If the side lines are not parallel, the approximate distance between them at the building line and at the narrowest point should be given.
- (4) The location of building lines, alleys and easements.
- (5) The location and approximate size of sites for schools, churches, parks and other special land uses.
- (6) The approximate acreage of the property to be subdivided.

(Ord. No. 726, § 4.02(3), 3-13-95)

Sec. 70-130. - Key map.

A key map showing the relation of the subdivision to well-known streets in all directions to a distance of at least one mile shall be included in the preliminary plat.

(Ord. No. 726, § 4.02(4), 3-13-95)

Sec. 70-131. - Date, graphic scale, north point, title, etc.

The date, graphic scale, north point and title under which the plat is to be recorded, with the name of the owner and the registered professional engineer or registered public surveyor platting the tract, shall be included in the preliminary plat.

(Ord. No. 726, § 4.02(5), 3-13-95)

Sec. 70-132. - Restrictions.

A copy of proposed restrictions, if any, must accompany the preliminary plat.

(Ord. No. 726, § 4.02(6), 3-13-95)

Sec. 70.133 Exceptions, Modifications and Variances

All requested exceptions, modifications, and variances, if any, shall be listed on the preliminary plat.

Sec. 70-134. - Submission.

The planning and zoning commission and City Manager, or his/her qualified designee shall be furnished with three legible prints of the preliminary plat and with three copies of a letter of transmittal stating briefly the type of street surfacing, drainage, sanitary facilities and water supply proposed, and the name and address of the owner, the subdivider if different from the owner, and the engineer, ten days or more before the regular planning commission meeting. These documents shall be filed in the office of the City Manager, or his/her qualified designee in the city hall.

(Ord. No. 726, § 4.02(7), 3-13-95)

Sec. 70-135. - Approval.

The planning and zoning commission shall approve, conditionally approve or disapprove within 30 days any preliminary plat submitted to it. Within 30 days after action by the planning and zoning commission, the city council shall approve, conditionally approve or disapprove such preliminary plat. Approval of the preliminary plat shall not constitute final acceptance of the final plat. Preliminary approval will expire six months after the approval by the city council, except if the subdivider applies in writing prior to the end of such six-month period, stating reasons for needing an extension. This period may then be extended for successive six-month periods.

(Ord. No. 726, § 4.02(8), 3-13-95)

Sec. 70-136. - Fee.

A filing fee in an amount established by the city and listed in appendix A of this Code (or as hereafter established upon adoption of the annual fee schedule), except for minor plats, shall be paid to the city at the time of filing the preliminary plat. The preliminary plat shall not be considered filed until such fee has been paid. The filing fee for minor plats and the resubmittal of plats previously disapproved is in an amount established by the city and listed in appendix A of this Code (or as hereafter established upon adoption of the annual fee schedule).

(Ord. No. 726, § 4.02(9), 3-13-95)

Secs. 70-137—70-155. - Reserved.

DIVISION 3. - FINAL PLAT

Sec. 70-156. - Required.

After approval of a preliminary plat by the city council, a final plat prepared by a registered engineer or registered public surveyor and bearing his seal shall be submitted to the city prior to filing with the county clerk, by filing in the office of the city secretary. Such plat shall have all changes and alterations made on it that were required on the previously submitted preliminary plat. Also required is the preparation of the plat of the subdivision in a format that is compatible with that of the city for purposes of submitting and entering the final plat into the city geographic information system.

(Ord. No. 726, § 4.03, 3-13-95)

Sec. 70-157. - Sheet size and scale.

All final plats shall be drawn on mylar sheets, 18 x 24 and to a scale of one inch equals 100 feet. Variances of scale and size may be granted for good cause.

(Ord. No. 726, § 4.03(1), 3-13-95)

Sec. 70-158. - Existing features inside subdivision.

The existing features inside the subdivision to be shown on the final plat are as follows:

- (1) The existing boundary lines with accurate distances and bearings of the land to be subdivided. Boundary lines shall be drawn sufficiently wide to provide easy identification.
- (2) The location of existing watercourses (including the 100-year floodplain), railroads, other similar drainage and transportation features and utilities installations.
- (3) True bearings and distances to the nearest established street lines, official monuments, or subdivision corner, which shall be accurately described on the plat, and with at least one bearing and distance to the nearest subdivision corner or original patent survey corner.
- (4) The location and width of existing streets, alleys, easements, right-of-way, buildings and structures to be retained.
- (5) An accurate location of the subdivision in reference to the deed records of the county which shall include the volume and page of the deed of the property to be subdivided.
- (6) Topographical information with contour lines at two-foot intervals or closer. Such information may be presented by separate plat filed with the subdivision plat if an overlay is also provided. For purposes of preparation, contour intervals may be interpolated and verified through representative spot checking.

(Ord. No. 726, § 4.03(2), 3-13-95)

Sec. 70-159. - Existing features outside subdivision.

The existing features outside the subdivision to be shown on the final plat are as follows:

- (1) The name and property lines of adjoining subdivisions and of the adjoining property owners, together with the respective plat or deed references.
- (2) The names and location of adjacent streets, alleys, easements, watercourses, subdivisions, etc. All lines outside of subdivision boundaries to be dashed.

(Ord. No. 726, § 4.03(3), 3-13-95)

Sec. 70-160. - New features inside subdivision; streets, alleys, easements and utilities.

The lines and names of all proposed streets or other ways or easements shall be dedicated to public use, with the following engineering data:

- (1) *Streets.* Length and bearings of all tangents, dimensions from all angle points of curve to an adjacent side lot line shall be shown on the centerline or on each side of streets, and showing bearing and distance for chords of all curves.
- (2) *Watercourses and easements.* Distances to be provided along the side lot lines from the front lot line or the high bank of a stream. The traverse line shall be provided along the edge of all large watercourses in a convenient location, preferably along a utility easement if paralleling the drainage easement of stream.
- (3) *Utilities.* The locations and sizes of all proposed utility lines and appurtenances, including manholes, fire hydrants, flush assemblies, lift stations, sewer and water lines, sewer force mains, valves, cleanouts, etc. All utility sheets shall be accompanied by profiles and details showing conformance to the city detail design criteria.

(Ord. No. 726, § 4.03(4), 3-13-95)

Sec. 70-161. - Lots and blocks.

The lines and numbers of all proposed lots and blocks with complete bearings and dimensions for front, rear and side lot lines shall be shown on the final plat. All sewered lots inside the city limits shall have an area that complies/conforms with the underlying zoning. All sewered lots outside the city limits and inside the city's extraterritorial jurisdiction shall have an area of 6,500 square feet or more. Unsewered lots in areas where wastewater collection facilities are not available shall meet the minimum lot size requirements of the state department of health for onsite sewer facilities.

(Ord. No. 726, § 4.03(5), 3-13-95)

Sec. 70-162. - Reservations.

The use and property dimensions of all special reservations, including sites for schools, churches, and parks shall be shown on the final plat.

(Ord. No. 726, § 4.03(6), 3-13-95)

Sec. 70-163. - Monuments and control points.

Monuments and control points shall be indicated on the final plat as follows:

- (1) The description and location of all permanent survey monuments and control points.
- (2) Suitable primary control points to which all dimensions, bearings and similar data shall be referred. Dimensions shall be shown in feet and decimals of a foot.

(Ord. No. 726, § 4.03(7), 3-13-95)

Sec. 70-164. - Key map.

A key map showing the relation of the subdivision to well-known streets in all directions to a distance of at least one mile shall be shown on the final plat.

(Ord. No. 726, § 4.03(8), 3-13-95)

Sec. 70-165. - Date, graphic scale, north point, seal, etc.

The date, graphic scale, north point and subdivision title, name and address of subdivider, name, address, and seal of engineer or registered public surveyor shall be shown on the final plat.

(Ord. No. 726, § 4.03(9), 3-13-95)

Sec. 70-166. - Dedications and certificates.

Dedications and certificates as are applicable, or as required, shall be shown on the final plat.

(Ord. No. 726, § 4.03(10), 3-13-95)

Sec. 70-167. - Special restrictions.

Where restrictions on the use of land, other than those given in this division, are to be imposed by the subdivider, such restrictions shall be placed on the final plat or on a separate instrument filed with the plat or previously filed in the deed records.

(Ord. No. 726, § 4.03(11), 3-13-95)

Sec. 70.168 Exceptions, Modifications and Variances

All exceptions, modifications, and variances, if any, shall be listed on the final plat.

Sec. 70-169. - Tax receipt.

A certificate, showing that all city taxes, if any, have been paid, shall be submitted concurrent with the final plat.

(Ord. No. 726, § 4.03(12), 3-13-95)

Sec. 70-170. - Filing.

The planning and zoning commission and the City Manager, or his/her qualified designee shall each be furnished with three legible prints and the original tracing of the final plat. These documents shall be filed in the office of the City Manager, or his/her qualified designee in the city hall. A filing fee shall be paid to the city at the time of filing the preliminary plat as prescribed in division 2 of this article. The plat shall not be considered filed until such fee has been paid. Such fee shall be required each time a plat is submitted or resubmitted if such plat has previously been disapproved.

(Ord. No. 726, § 4.03(13), 3-13-95)

Sec. 70-171. - Review.

Within ten business days after filing, the City Manager, or his/her qualified designee, or a person designated by him, shall review the final plat as to form and content, and may return the final plat to the subdivider for correction as to form or content.

(Ord. No. 726, § 4.03(14), 3-13-95)

Sec. 70-172. - Actions by planning and zoning commission.

At the next regularly scheduled meeting of the planning and zoning commission (which shall not be more than 30 days from the date of filing), such commission shall consider the final plat and shall make a written recommendation to the city council for approval or disapproval of such plat. If the recommendation is for disapproval, there shall be stated the reasons for disapproval. If recommended for approval with variances there shall be stated the reasons why such variances are recommended to be approved. The subdivider or his representative shall meet with the planning and zoning commission at the time of consideration of the final plat.

(Ord. No. 726, § 4.03(15), 3-13-95)

Sec. 70-173. - Action by the city council.

Within 30 days after a recommendation is received from the planning and zoning commission on a final plat, the council shall consider the plat and the recommendations of the planning and zoning commission thereon. No recommendation of the commission shall be binding upon the city council, and such recommendations shall be advisory only. The council need not consider the final plat unless the subdivider or his representative is present at such meeting. The mayor or mayor pro tem as acting mayor is authorized to call a special council meeting for the consideration of the final plat if deemed necessary by him. If the city council approves the final plat as submitted, it shall be noted on such final plat that it has been approved by the planning and zoning commission and the city council. If the final plat is not approved, the council shall advise the subdivider of the reasons for disapproval and the requirements necessary in order for such final plat to be approved.

(Ord. No. 726, § 4.03(16), 3-13-95)

Sec. 70-174. - Expiration of approval.

Final approval will expire 90 days after final action by the city council's granting approval of any final plat unless the final plat has been filed for record, except that if the subdivider shall apply in writing prior to the end of such 90-day period, stating reasons for needing an extension, this period may, at the discretion of the city council, be extended for successive periods of 90 days each, not to exceed one year.

(Ord. No. 726, § 4.03(17), 3-13-95)

Secs. 70-175—70-205. - Reserved.

ARTICLE IV. - GENERAL REQUIREMENTS AND DESIGN STANDARDS

Sec. 70-206. - Streets.

- (a) *Conformity to major street plan.* The width and location of streets shall conform to such street plan as the planning and zoning commission or city council may have adopted, both as to horizontal and vertical alignment and right-of-way widths.
- (b) *Relation to adjoining street system.* The proposed street system shall extend all existing major streets and such existing secondary and local access streets as may be desirable for convenience of circulation. Where possible, the width and the horizontal and vertical alignment of extended streets shall be preserved.
- (c) *Street jogs.* Where off-sets in street alignment are, in the opinion of the planning and zoning commission, unavoidable, such off-sets may be employed, provided the distance between centerlines is not less than 125 feet.

- (d) *Large lot subdivisions.* If the lots in the proposed subdivision are large enough to suggest resubdivision in the future, or if part of the tract is not subdivided, consideration must be given to possible future street openings for access to future lots and future development of adjoining lands.
- (e) *Through traffic.* Local residential streets shall be designed so as to discourage high-speed or through traffic.
- (f) *Topography.* The street system shall bear a logical relationship to the natural topography of the ground.
- (g) *Street widths.* Street widths shall be measured from front lot line to front lot line of opposite lots as follows:
 - (1) *Local streets.* Local streets shall have a minimum right-of-way width of 50 feet.
 - (2) *Secondary streets.* Secondary or feeder streets shall have a minimum right-of-way width of 60 feet.
 - (3) *Major streets.* The right-of-way width of major streets shall be determined by the planning and zoning commission up to a maximum of 150 feet in width.
- (h) *Dead-end streets and cul-de-sacs.* Dead-end streets and cul-de-sacs shall be as follows:
 - (1) *Turnarounds.* Turnarounds are to have a minimum right-of-way radius of 50 feet for single-family and two-family use and 60 feet for other uses.
 - (2) *Maximum length.* The maximum length of a dead-end street or cul-de-sac with a permanent turnaround shall be 600 feet, except in conditions of unusual topography.
 - a) The maximum length of a dead-end street or cul-de-sac in the City's ETJ meeting the following criteria may be extended to a length of 750':
 - (1) Shall have sufficient fire protection
 - (3) *Temporary turnaround.* Temporary turnarounds are to be provided at the end of streets more than 400 feet long that will be extended in the future. The following note should be placed on the plat: "Cross-hatched area is temporary easement for turnaround until street is extended (give direction) in a recorded plat."
- (i) *Street intersections.* Street intersections shall be as follows:
 - (1) *Angle of intersection.* Except where existing conditions will not permit, all streets, major and minor, shall intersect at a 90-degree angle. Variations of more than ten degrees on minor streets and more than five degrees on major or secondary streets must first be approved by the planning and zoning commission.
 - (2) *Radius at acute corners.* Acute angle intersections approved by the planning and zoning commission shall have 25-foot or greater radii at acute corners.
 - (3) *Centerline tie with existing streets.* Each new street intersecting with or extending to meet an existing street shall be tied to the existing street on the centerline, with dimensions bearings to show the relationship.
- (j) *Partial or half streets.* Partial or half streets may be provided where the planning and zoning commission finds that a major street should be located on a property line. The pavement width for partial or half streets shall be at least 30 feet. A proportionate amount of right-of-way based on the full future street width and the full future right-of-way width shall be dedicated, also. Partial or half streets shall not be allowed for local streets or local collectors.
- (k) *Reserve strips; ingress/egress.* Reserve strips are prohibited, as are ingress/egress rights into the subdivision from property outside the subdivision via the use of dead-end streets.
- (l) *Street names.* New streets shall be named so as to provide continuity of name with existing streets and so as to prevent conflict with identical or similar names in other parts of the city. All street names are subject to approval of the city.

- (m) *Private streets.* Private streets are prohibited.
- (n) *Conformity of improvements with city design criteria.* All improvements shall be in conformance to the City Design Criteria for Public Works Construction.

(Ord. No. 726, § 5.01, 3-13-95)

Cross reference— Street construction, § 66-36 et seq.; site visibility triangle for street intersections, § 66-91 et seq.; excavations in public streets, § 66-126 et seq.

Sec. 70-207. - Lots.

- (a) *Conformance with zoning.* On the basis of the district in which they lie and the use to which they are to be put, all lots inside the city limits must conform to the regulations of the zoning ordinance, including minimum area, width and depth. In case of a conflict between zoning ordinance requirements and the requirements listed in this section, the more restrictive shall govern.
- (b) *Size.* All sewered lots inside the city limits shall have an area that complies/conforms with the underlying zoning. All sewered lots outside the city limits and inside the city's extraterritorial jurisdiction shall have an area of 6,500 square feet or more. Unsewered lots in areas where wastewater collection facilities are not available shall meet the minimum lot size requirements of the state water commission and county health department for onsite wastewater disposal systems.
- (c) *Minimum width.* The minimum width (sewered inside the city limits) shall be as required by the zoning ordinance. The minimum width (sewered outside the city limits) shall be 60 feet at the building line. The minimum width (unsewered) shall be 100 feet at the building line.
- (d) *Minimum depth.* The minimum depth shall be 100 feet.
- (e) *Minimum area.* The minimum area (sewered inside the city limits) shall comply/conform with the underlying zoning. The minimum area (sewered outside the city limits) shall be 6,500 square feet. The minimum area (unsewered) shall be one-half acre or more based on requirements for on-site wastewater disposal systems established by the state department of health.
- (f) *Corner lots.* Corner lots shall comply/conform to the underlying zoning requirements.
- (g) *Lot shape.* Lots should be rectangular insofar as practicable. Sharp angles between lot lines should be avoided. The ratio of depth to width should not ordinarily exceed 2½ times.
- (h) *Lot lines.* Side lot lines should be perpendicular or tangent to street frontage, and the following note may be used in lieu of bearings: "All side lot lines are either perpendicular or tangent to street frontage unless otherwise noted."
- (i) *Lot facing.* Lot facing shall be as follows:
 - (1) *Street frontage.* Each lot shall be provided with adequate access to an existing or proposed public street by frontage on such street.
 - (2) *Double front.* Double front lots are lots, other than corner lots, that front upon more than one street; such lots are prohibited except when backed up to major thoroughfares.
 - (3) *Front facing.* Wherever feasible, each lot should face the front of a similar lot across the street. In general, an arrangement placing adjacent lots at right angles to each other should be avoided.
- (j) *Lot numbering.* All lots are to be numbered consecutively within each block. Lot numbering may be cumulative throughout the subdivision if the numbering continues from block to block in a uniform manner that has been approved on an overall preliminary plat.

(Ord. No. 726, § 5.02, 3-13-95)

Sec. 70-208. - Blocks.

- (a) *Block length.* Block length shall be as follows:
 - (1) *Residential.* Block length for residential use shall be no more than 600 feet, measured along the center of the block, provided that blocks up to 1,200 feet may be approved upon request.
 - (2) *Major streets.* Maximum block length along a major street may be 1,600 feet, except under special conditions and upon approval of the city council.
- (b) *Block width.* Blocks shall be wide enough to allow two tiers of lots of at least minimum depth, except when prevented by the size of the property or the need to back up to a major thoroughfare.
- (c) *Block numbering.* Blocks are to be numbered consecutively within the overall plat and/or sections of an overall plat as recorded.

(Ord. No. 726, § 5.03, 3-13-95)

Sec. 70-209. - Building lines.

- (a) *Front street.* The front building line shall not be less than 25 feet from the front property line.
- (b) *Side street.* The building line on the side of corner lots shall comply/conform with the underlying zoning requirements.
- (c) *Side and rear.* Side and rear building lines shall comply with the underlying zoning requirements and shall also be at least seven feet from all power lines.
- (d) *Zoning ordinances to control.* Zoning ordinances, if any, shall be controlling as to all building lines. If there should ever be a conflict between this chapter and any zoning ordinance, the zoning ordinance shall control.

(Ord. No. 726, § 5.04, 3-13-95)

Sec. 70-210. - Alleys.

- (a) *Alley width.* Where provided, alleys shall not be less than 20 feet in width.
- (b) *Cutoffs.* In case of intersecting alleys, a cutoff shall be required at each corner. Cutoffs shall be triangles having two equal sides, each of which shall be not less than ten feet in length.
- (c) *Dead-end alleys.* Dead-end alleys will not be permitted. Alleys in new subdivisions shall connect to alleys in adjacent subdivisions wherever feasible.
- (d) *Alleys required.* Alleys shall be required in all business areas and in those portions of new residential subdivisions where partial blocks are needed to complete existing blocks with alleys. All alleys must be provided with drainage and paved in the same manner as for streets.

(Ord. No. 726, § 5.05, 3-13-95)

Sec. 70-211. - Easements.

- (a) Easements shall be required as needed.
- (b) *Size.* The size of easements where alleys are not provided shall not be less than ten feet on each side or rear lot lines. The full width of an easement shall be not less than twenty feet at ground level, nor less than 20 feet above the ground.
- (c) *Use.* Where necessary, easements shall be retained for poles, wires, conduits, storm sewers, sanitary sewers, water lines, open drains, gas lines or other utilities. Such easements may be required across

parts of lots (including side lines) other than as described above, if in the opinion of the city council the same is needed. If serving the subdivision with utilities requires the running of utility lines across lands not within the boundaries of the subdivision, the developer, at his sole expense, shall provide the necessary easements across the lands of others.

(Ord. No. 726, § 5.06, 3-13-95)

Sec. 70-212. - Improvements.

- (a) *Monuments.* Concrete monuments four inches in diameter and at least 15 inches long shall be placed at all corners of the boundary lines of a subdivision. The exact intersection point on the monument shall be marked with a metal marker embedded in the concrete monument. When impractical to set marker at exact corner, witness monuments may be used. Intermediate property corners, curve points and angle points shall be marked with a piece of reinforcing rod not less than one-half inch in diameter and not less than 12 inches in length, driven flush with the finished ground level, or lower if necessary, in order to keep same from being disturbed.
- (b) *Sidewalks.* Concrete sidewalks of not less than four feet in width shall be required along one side of all streets radiating from a school or area designated for future schools for a distance of two standard blocks, or a minimum of 1,000 feet.
- (c) *Curbing and guttering.* All streets shall be curbed and guttered in accordance with the city construction detail specifications, or as otherwise approved by the city council. Curbs shall be installed by the subdivider on both sides of all interior streets, and on the subdivision's side of all streets forming part of the boundary line of the subdivision.
- (d) *Paving specifications.* All streets within the subdevelopment must be paved, with preparation, base and paving materials according to specifications approved by the city council.
- (e) *Street signs.* Street signs of a type approved by the city council shall be installed at all street intersections within or abutting the subdivision by the City at the subdivider's expense.
- (f) *Streetlights.* Streetlights shall be installed at all street intersections, or as otherwise approved by the city council by the City at the subdivider's expense.
- (g) *Alleys.* Alleys serving any business or commercial tracts within the development must be paved.
- (h) *Water supply.* All subdivisions shall be provided with water supply and water distribution systems approved by the city council. Such systems shall include standard fire hydrants per specifications of the fire chief or his/her qualified designee of the city and of the state board of insurance, or as otherwise specifically approved by the city.
- (i) *Sewage disposal.* All subdivisions shall be provided with an approved sewage disposal system. Septic tanks may be approved if deemed advisable, and the subdivider shall meet all TCEQ "OSSF" requirements. Connection with the sanitary sewer system of the city shall be required when the system is within 200 feet of the subdivision boundary.
- (j) *Installation of utility lines.* All utility lines that pass under a street or alley shall be installed before the street or alley is paved at a point at least 12 inches from the curb and a minimum of 5' outside the curb where the utility crosses the road.
- (k) *Drainage facilities.* Where, in the opinion of the city, the terrain or drainage requires that special drainage structures are advisable, such drainage facility shall be designed and constructed at the cost of the subdivider. Design of all drainage facilities, including but not limited to streets, inlets, storm sewers, outfalls, culverts, ditches and channels shall conform to normally accepted engineering standards as determined by the City.
- (l) *Extension of utilities; drainage criteria.* The extension of utilities to a subdivision shall be in accordance with the city utility extension policies, as approved by the city council.

(m) *Compliance with construction detail specifications.* All improvements shall comply with the city construction detail specifications.

(Ord. No. 726, § 5.07, 3-13-95)

Sec. 70-213. - Dedication of park land.

A subdivider may propose the dedication of park land within the area of a proposed subdivision. However, the city council is not obligated to accept such dedication.

(Ord. No. 726, § 5.08, 3-13-95)

Sec. 70-214. - Reservations of land.

Reservations of land within a subdivision are not allowed except as future phases of a multiple phase subdivision plat, in which case separate plats are required for each phase.

(Ord. No. 726, § 5.09, 3-13-95)

APPENDIX D

FIRE APPARATUS ACCESS ROADS

The provisions contained in this appendix are not mandatory unless specifically referenced in the adopting ordinance.

SECTION D101 GENERAL

D101.1 Scope. Fire apparatus access roads shall be in accordance with this appendix and all other applicable requirements of the *International Fire Code*.

SECTION D102 REQUIRED ACCESS

D102.1 Access and loading. Facilities, buildings or portions of buildings hereafter constructed shall be accessible to fire department apparatus by way of an approved fire apparatus access road with an asphalt, concrete or other approved driving surface capable of supporting the imposed load of fire apparatus weighing at least 75,000 pounds (34 050 kg).

SECTION D103 MINIMUM SPECIFICATIONS

D103.1 Access road width with a hydrant. Where a fire hydrant is located on a fire apparatus access road, the minimum road width shall be 26 feet (7925 mm). See Figure D103.1.

D103.2 Grade. Fire apparatus access roads shall not exceed 10 percent in grade.

Exception: Grades steeper than 10 percent as approved by the fire chief.

D103.3 Turning radius. The minimum turning radius shall be determined by the fire code official.

D103.4 Dead ends. Dead-end fire apparatus access roads in excess of 150 feet (45 720 mm) shall be provided with width and turnaround provisions in accordance with Table D103.4.

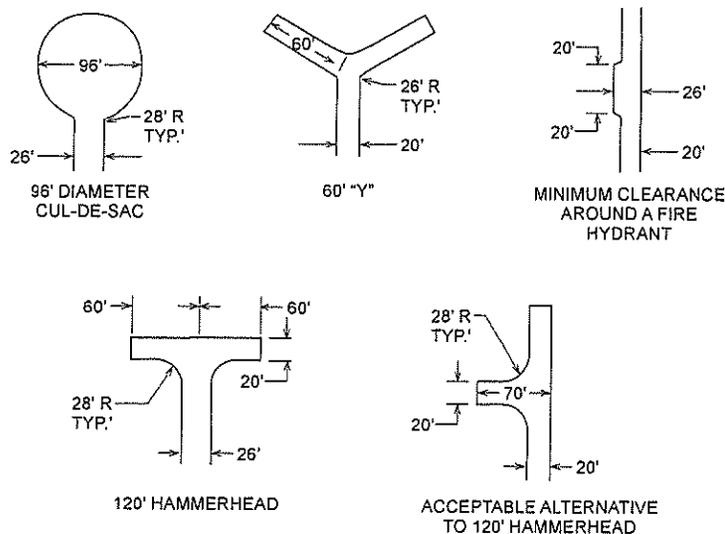
**TABLE D103.4
REQUIREMENTS FOR DEAD-END FIRE
APPARATUS ACCESS ROADS**

LENGTH (feet)	WIDTH (feet)	TURNAROUNDS REQUIRED
0-150	20	None required
151-500	20	120-foot Hammerhead, 60-foot "Y" or 96-foot-diameter cul-de-sac in accordance with Figure D103.1
501-750	26	120-foot Hammerhead, 60-foot "Y" or 96-foot-diameter cul-de-sac in accordance with Figure D103.1
Over 750	Special approval required	

For SI: 1 foot = 304.8 mm.

D103.5 Fire apparatus access road gates. Gates securing the fire apparatus access roads shall comply with all of the following criteria:

1. The minimum gate width shall be 20 feet (6096 mm).



For SI: 1 foot = 304.8 mm.

**FIGURE D103.1
DEAD-END FIRE APPARATUS ACCESS ROAD TURNAROUND**



City Manager

ITEM NO. WORKSHOP-3

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

Subject:

Discussion regarding implementation of a tree preservation policy

Requested By: Council Member Toups

Submitted By: Finley deGraffenried, City Manager

Date Submitted: November 21, 2019

For the Agenda of: November 25, 2019

Procurement and Funding Statement:

Attachments:

Summary Statement:

Council member Toups requested this be placed on the workshop agenda to allow discussion on Council's desire for further investigation of a tree maintenance, preservation and mitigation policy or policies. cursory research suggests a wide variety of local regulations governing the removal, replacement, care and funding. Although the information may be somewhat dated, Council may be interested in the Texas Chapter of the International Society of Arboriculture clearing house of Tree Ordinances at:

http://old.isatexas.com/members/municipal/tx_Tree_Ordinances.htm

Staff will provide discussion points for Monday's meeting

Recommendation:

Discussion and possible direction for further information and investigation.

Sec. 46-141. - Tree care.

There is hereby created and established a tree care program to provide full power and authority over the care of all trees, plants, and shrubs located within public rights-of-way, parks, and public places; and to aid in the proper growth of a landscape program to enhance the beauty of the town.

(Ord. No. 1068, § 2, 9-6-2011)

Sec. 46-142. - Maintenance responsibility.

- (a) The development services director and/or his designees shall have the responsibility to plant, prune, maintain, and remove trees, plants, and shrubs within the public right-of-way of all streets, alleys, avenues, lanes, squares, parks, and public grounds, as may be necessary to ensure public safety or to preserve or enhance the symmetry and beauty of such public grounds. This shall include the removal of trees that may threaten electrical, telephone, gas, or any municipal water or sewer line, or any tree that is affected by fungus, insect, or other pest and disease.
- (b) Every owner of any tree or shrub overhanging any street or right-of-way within the town shall, in accordance to industry pruning guidelines, prune the branches so that such branches shall not severely obstruct the light from any street lamp or obstruct the view of any street intersection; will not obstruct the passage of pedestrians on sidewalks; will not obstruct vision of traffic signs; and will not obstruct the view of any street or alley intersection. If the property owner fails to do so, the development services director and/or his designee shall give ten days notice to the property owners to take action, otherwise the development services director shall have the right to remove or prune any tree or shrub on private property which threatens the safety of those who may use a town street or town street or town park. A fee shall be assessed for this service on an hourly basis. Fees will be based on the current hourly wages of town maintenance workers.

(Ord. No. 1068, § 2, 9-6-2011)

Sec. 46-143. - Care of public trees.

- (a) No person shall remove, destroy, or cause the removal or destruction of a tree on town property or in any town park without first having obtained written permission for such removal or destruction from the development services department.
- (b) It shall be unlawful for any person, firm, or corporation to attach any cable, wire, rope, sign, or any object to any town tree, plant, or shrub without written permission from the development services director.

(Ord. No. 1068, § 2, 9-6-2011)

DIVISION 2. - LANDSCAPING AND TREE PRESERVATION

Sec. 106.06.11 - Landscaping general administration.

- (a) *Purpose and intent.* It is the purpose of this section to establish certain regulations pertaining to landscaping within the Town of Little Elm. The town recognizes that landscaping can be a significant expense to businesses and residents. At the same time, landscaping improves the livability of residential neighborhoods, enhances the appearance and customer attraction of commercial areas, increases property values, improves the compatibility of adjacent uses, screens undesirable views, and can reduce air and noise pollution. Furthermore, these regulations provide standards and criteria for new landscaping which are intended to promote the value of property, enhance the welfare, and improve the physical appearance of the town.
- (b) *Scope.*
 - (1) The standards and criteria contained within this section are deemed to be minimum standards and shall apply to all new development and existing developments that are expanding or redeveloping 30 percent or more of that development. In addition, any project authorized as a planned development (PD) must comply with the standards set forth in the PD. In unique situations, the director shall have the ability to review and modify the applicability of these standards to proposed development.
 - (2) The official tree board for the Town of Little Elm shall be the planning and zoning commission.
- (c) *Enforcement.* The provision of this section shall be administered and enforced by the director. If, at any time after the issuance of a certificate of occupancy (CO), the approved landscaping is found to be in nonconformance to the standards and criteria of this section or to the approved landscape plan, the director shall issue notice to the owner, citing the violation and describing what action is required to comply with this section. The owner, tenant or agent shall have 30 days from the date of said notice to restore the landscaping as required. If the landscaping is not restored within the allotted time, such person shall be in violation of the ordinance from which this article derives and is subject to fines and the loss of the CO.
- (d) *Permits.*
 - (1) Prior to the issuance of a building, paving or construction permit for any use other than single-family dwellings, a landscape plan shall be submitted to and approved by the community development department. In the event that the proposed development requires an approved site plan or master development plan, final approval shall not be granted until a landscape plan is submitted and approved.
 - (2) Prior to the issuance of a certificate of occupancy (CO) for any building or structure, all screening and landscaping shall be in place in accordance with the landscape plan required this section.
 - (3) In any case in which a CO is sought at a time in which the director determines that it would be impractical to plant trees, shrubs or grass, or to lay turf, a CO may be issued notwithstanding the fact that the landscaping required by the landscape plan has not been completed provided the applicant deposits cash in an escrow account in the amount of the estimated cost of landscaping that complies with this article. Such escrow deposit shall be conditioned upon the installation of all required landscaping within six months of the date of the application and shall give the town the right to draw upon the escrow deposit to complete the said landscaping if the applicant fails to do so.
- (e) *Tree removal/alteration.* Prior to the removal or the critical alteration of any protected tree in the town, an application for tree removal permit must be submitted and approved, unless otherwise exempt under a provision of the ordinance from which this section derives.
 - (1) *Tree removal permit.* Any tree survey proposing the removal of a protected tree or trees shall be accompanied by a tree removal application. The burden shall be upon the applicant to show the necessity for any and all trees proposed for removal.

- (2) *Fees.* All tree removal applications shall be accompanied by a check made payable to the Town of Little Elm in the amount specified by town council.
 - (3) *Authority for review.* The director shall be responsible for the review and approval of all permit applications for tree removal submitted in accordance with the requirements specified herein.
 - (4) *Denial.* The director shall deny a tree removal application if it is determined that any of the following conditions exist:
 - a. Removal of the tree is not reasonably required in order to conduct anticipated activities or to develop the property; or
 - b. A reasonable accommodation can be made to preserve the tree; or
 - c. The purpose and intent of this chapter is not being met by the applicant.
 - (5) *Appeals.* Any decision made may be appealed to the planning and zoning commission acting as the tree board. All decisions made by the commission shall be final and binding.
 - (6) *Permit expiration.* Permits for tree removal issued in connection with a building permit shall be valid for the period of that building permit's term. Permit(s) for tree removal not issued in connection with a building permit shall become void 180 days after the issue date on the permit.
- (f) *Tree survey required.* All grading permits, building permits, tree removal permits, and any other development and construction permits shall contain a tree survey of the subject property, or a note on the landscape plan stating that no protected trees are located on-site.
- (1) *Tree survey requirements.* Tree surveys shall:
 - a. Include all individual trees which have a DBH of six inches or greater or which are otherwise noteworthy because of species, age, size or rarity.
 - b. Contain a tree location map identifying each tree by its caliper size (at DBH), common name, scientific species categorization, whether the tree is located in a floodplain or not, and whether the tree is proposed to be removed, transplanted/relocated, or preserved.
 - c. Illustrate the location of all existing and proposed buildings, structures, floodplains, pools, and other existing or proposed improvements for the site, including the limits of construction line, if applicable.
 - d. The name and phone number of arborist, licensed surveyor, or landscape architect who prepared the survey.
 - e. These requirements may be modified by the director as needed to administer the ordinance from which this division derives. Upon prior approval by the director, the map exhibit may be limited only to the applicable portion of the site. An aerial photograph may be allowed if it clearly meets these requirements and the intent of the ordinance.
- (g) *Exceptions.*
- (1) No person, directly or indirectly, shall cut down, destroy, remove or move, or effectively destroy through damaging or other means, any protected tree situated on property regulated by this division without first obtaining a tree removal permit unless otherwise specified in this division.
 - (2) A tree removal permit and tree mitigation requirements shall not be required under any of the following circumstances:
 - a. *Private property.* An individually platted parcel zoned for residential uses and used as a homestead shall be exempt from the tree protection and replacement requirements of this division as it pertains to that residential property, until such time as the property is no longer used as a single-family residence.
 - b. *Damaged/diseased trees.* The tree is dead, diseased, damaged beyond the point of recovery, in danger of falling, or endangers the public health, welfare or safety, as determined by the director. This would include removal of a diseased tree by the town to

reduce the chance of spreading the disease to adjacent healthy trees. This exception does not apply to newly planted trees that have died that are part of landscape plan, nor native trees that have short shelf lives.

- c. *Public infrastructure.* Rights-of-way, capital improvement projects, bridges, and other activity conducted by a municipal entity, whether leased or owned, excluding property used for administration offices or functions.
- d. *Utility service interruption.* The tree has disrupted a public utility service due to a tornado, storm, flood, or other act of God. Removal shall be limited to the portion of the tree reasonably necessary to reestablish and maintain reliable utility service.
- e. *Business interests.* The following business ventures shall be exempt from the requirements specified herein as follows:
 - 1. *Landscape nursery.* All licensed plant or tree nurseries shall be exempt from the tree protection and replacement requirements and from the tree removal permit requirements only in relation to those trees planted and growing on the premises which are so planted and growing for the sale to the general public.
 - 2. *Golf course .* Golf courses shall be exempt from the tree protection and replacement requirements and from the tree removal permit requirements for removal of protected trees within areas designated as tee boxes, fairways or greens. All other areas shall be subject to these requirements.

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**MINUTES OF REGULAR MEETING OF THE GOVERNING BODY
OF THE CITY OF LAMPASAS, TEXAS
CITY COUNCIL CHAMBERS
302 E THIRD STREET
Tuesday, November 12, 2019**

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

Council Members present:

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

Council Members absent:

None

City Staff Present:

Finley deGraffenried, City Manager
Christina Marez, City Secretary
Vicki Tower, Assistant City Secretary
Yvonne Moreno, Finance Director
Monica Wright, Information Systems Director
Sammy Bailey, Police Chief
Mandy Walsh, Economic Development Director
Rickie Roy, Public Works Director
Carlos Garcia, Street Superintendent
Van Sims, Water/Wastewater Operations Manager
Jeffry Smith, Fire Chief
Frank Ellett, Building Official

WORKSHOP SESSION

5:30 p.m.

1. Call to order Workshop Session

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

2. Discussion regarding quotations and funding options for curb and gutter project in the 400 block of Chestnut.

Rickie Roy, Public Works Director, explained that this item was placed on the agenda to discuss quotations and funding options for a curb and gutter project in the 400 block of Chestnut. He explained that over the past year, the First Presbyterian Church has been constructing a new fellowship hall. As the construction is in the completion stages, their contractor and congregation have been looking at the condition of Chestnut Street in front of the church. While the church has adequate handicap parking in the lot behind the Church,

they are requesting the City fund this curb and gutter project to correct the six-inch drop between the curb and street.

Mr. Roy said this item has been discussed at the last two Council meetings. City Staff obtained a quote from Canales Dibble Contractors, Inc. for the curb, apron and handicap ramp and quoted \$11,850.00. Lone Star Paving provided a quote in the amount of \$6,429.88. The total estimated cost is \$18,279.88. City Staff has investigated, after Council direction, possible available funding for this requested project. At this time, it appears all funds have been allocated towards budgeted projects.

Mr. Roy reviewed the budgeted Avenue E project estimate.

Discussion included:

- Can the Avenue E project be done in two phases so some of that funding could be used for requested project?
 - With the estimate for Avenue E, which was done in March 2019, it would be a tight estimate to not have the entire budgeted amount for this project.
 - Council member Clark said that he had asked for City Staff to review for any possible available funding and they have done that, and he is satisfied with their findings.
 - Council member White asked if this project could be budgeted in next year's budget? Mr. Roy replied yes.
3. Discussion regarding operations at Lampasas County Appraisal District (LCAD) by Melissa Gonzales.

Melissa Gonzales, Chief Appraiser, was present to inform Council that the LCAD is upgrading their GIS mapping system and welcomed them to go online and see the changes.

4. Discussion regarding Engineering scope of work for Upper Pressure Plane Improvements.

Rickie Roy, Public Works Director, explained that both Jason Jones and Travis Clark, with Jones-Heroy & Associates, Inc., attended the October 23, 2019 Council meeting to provide insight on the upper pressure plane conditions and the 580 Sports Park irrigation system. As a result of that meeting, Council asked that Jones-Heroy provide a proposal for improvements for consideration. An action item to consider this scope of work has been placed on the agenda for Council consideration

Jason Jones, with Jones-Heroy & Associates, Inc., was present at the meeting and reviewed the scope of work.

5. Discussion regarding tentative date for 1931 Roy L Thomas Dedication and Open House.

City Manager deGraffenried explained that this item was placed on workshop to discuss a date to celebrate the completion of the rehabilitation of the 1931 Roy L. Thomas Old City Hall. City Staff is recommending having the dedication and open house on Monday, December 16, 2019.

It was the consensus of Council to hold the dedication and open house on Monday, December 16, 2019.

6. Discussion regarding use of, and potential projects related to, community improvement grant funds received from Waste Connections.

Mandy Walsh, Economic Development Director, and Jeanie Smith, owner of Merk & Tilley's, reviewed and discussed the possibility of constructing a sign for downtown with the community development grant funds from Waste Connection that were won by City Officials/Staff. They reviewed photos and examples of the type of sign they were proposing. They explained that the County Commissioners have agreed to allow for the sign to be placed in the flower bed/parking median on the corner of Liveoak and Third in front of Bar 17.

Discussion included the material of the sign, not being mobile, the colors and size of the sign. Council wanted to ensure that it was of safe material for the public and not movable if the public were to climb on it.

Council asked that an actual cost, concept of size and color and location be researched further and presented back to Council for review.

7. Discussion regarding utility improvements on Hetherly Drive for residential development.

Rickie Roy, Public Works Director, explained that RKJ Construction owns three lots on Hetherly and has plans to build three residential homes. Electric service is available for all three homes. Water and sewer are available for the house on the corner of Hetherly and Bridge. To extend the water line from Bridge to service the other two homes has an estimated cost of \$1,535.95 plus labor but not including taps or meters. The engineered estimate to run sewer 200 feet is approximately \$24,805.00, which includes the line, manhole and pavement repair. Mr. Johnson, with RKJ Construction, obtained several quotes to complete the sewer extension and the estimates ran from \$28,000.00 to \$32,000.00, not including the street repair.

Mr. Roy indicated that preceding a consult meeting with the City, Mr. Johnson obtained a quote from Qro-Mex, Utility Contractor who has done several City jobs, quoted the job at \$24,400.00. Mr. Johnson has accepted responsibility for funding the sewer project, which will be constructed and inspected to City specifications. Mr. Johnson is seeking any cost sharing opportunities for the water or sewer extension.

Mr. Roy did inform Council that per City Policy, the City will be providing the first 50 feet of water and sewer line and a sewer tap at no charge.

There is an action item for Council consideration in regular session,

8. Discussion regarding Pecan Street Development

City Manager deGraffenried placed this item on workshop to provide an update and discussion related to the proposed development at 707 Pecan Street.

He reviewed the following power point presentation:

- Starting Points
 - Opportunity to discuss prior to formal consideration
 - Concept only
 - Timing of written comments
 - Zoning and references
 - Impacts and benefits
 - Related Comp Plan discussions
- He reviewed the rendering of the building project
 - Mixed-use

- 6-story
- Retail/Residential
- Potentially 20 to 40 units and 4 Retail
- +/- 7,0000 square foot building
- Trending
- Process
 - Zoning action
 - Potential amendments
 - Change of zoning
 - Possible SUP
- Staff Comment
- Site Plan review
- Civil review
- Utility Plan review
- Administrative review and approval
- Building Codes
- Parking
- Density
- Life Safety
- Ingress/egress
- Pre-construction
- Inspection and Compliance
- Zoning Characteristics
 - Does not fit in the box
 - Current zoning: Light Industrial
 - CBD allows for Retail/Residential use – not to proposal scope
 - Current land use is mixed
- Options
 - Amendment to CBD
 - With/without SUP
 - Amendments to PD
 - Amendment to allow unique land uses compatible with Comp Plan – overlay
- Comp Plan Discussion
- Potential Impacts and Benefits – Traffic congestion

Council thanked deGraffenried for the presentation and information provided.

9. Discussion regarding any item on the regular agenda

City Manager deGraffenried said that under 7.5, Robert McCauley expressed interest to serve on the Planning and Zoning Commission and even though Council just recently appointed him to the ZBA Board, Council can move him. Under Item 7.10, there were questions from Council and if Council would like for City Staff to investigate further before any consideration, they can direct that. Item 7.15, he wanted to clarify that it was for inspection services only.

10. Adjourn Workshop Session

Mayor Pro Tem Monroe moved to adjourn the workshop session at 6:29 p.m. The motion was seconded by Council member Williamson and with a unanimous vote, the motion carried.

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

ANNOUNCEMENTS

A. Call to Order

Mayor Talbert called the meeting 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 presentations or proclamations.

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

There were no citizen comments.

1.2	Citizen comments- Any citizen who desires to address the City Council on a matter that is included on the Agenda may do so at this time.
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There were no citizen comments.

MINUTES	
2.1	Discussion and possible action concerning approval of minutes of the Regular Meeting on October 28, 2019

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

CONSENT AGENDA	
3.1	Discussion and possible action regarding purchases and charges in excess of \$4,000 from October 1, 2019- October 31, 2019
3.2	Discussion and possible action regarding the second reading of an Ordinance Amending Chapter 14, Article II, Administration, Division 2. Airport Board, Section 14-51. Established; Composition; Duties and Terms of Office; Selection of Officers, of the Code of Ordinances City of Lampasas; repealing any inconsistent provisions; and providing an effective date.

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

4.0	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:

CYSA Meeting- Staff, elected officials and stakeholders met on November 6th to discuss promotion and marketing downtown businesses. The meeting was the result of discussion by City Council during a HOT request for signage updates by CYSA. At that time, Council generally felt a more comprehensive approach to attracting visitors would be in the best interest of the businesses and hoteliers. CYSA will begin coordinating with the Chamber of Commerce, and discussed modifying logo appearance and themes similar to both the City and Chamber.

WCID- Mark your calendars for January 28, 2020 for the Lampasas WCID sponsored watershed and flood-control dam presentations. The Board felt additional community outreach and education would be helpful in explaining the importance of the dams, and the potential flood hazards associated with Lampasas's history. The meeting will be held at the Old Middle School in the evening.

Comp Plan- After a good turnout and discussion on October 22nd, staff and consultants are in the process of reviewing comments and themes from the meeting, and planning for the next CPAC meeting. In an attempt to keep the momentum of the process, staff is looking at the possibility of a meeting in mid-December. Meetings have generally been scheduled on 6 to 8 week intervals, however; staff understands the Holidays can be challenging. Additionally, you should have received a reminder regarding input to Chapter 2.

Old City Hall- Council will likely see additional furnishings and additions to the new Municipal Building on Tuesday. Narrow tables, to facilitate additional meetings and trainings, have been set-up, and ancillary meeting items will be in place before the next meeting. The specified floor box lids below the dais will be replaced with a greater weight capacity lid, however; they may not be installed prior to the meeting. Staff will also pick up a clock for the Chambers. Please let me know if other items would be helpful.

Cooper Spring Staff is assisting the Cooper Spring Board in the administration of the Texas Parks and Wildlife Trail Grant. The grant conditions may be considered ambiguous, and staff has reached out to Langford Community Management for insight and advice. Their staff has extensive background in the application and administration of the program, and the City is hopeful they can get the program off the mark.

Interim Charges- The Senate President has released Interim Charges to related committees for additional study and public input. The exposed bias from the Speaker of the House against Cities and Counties may have resulted in the delay of the House Interim Charges. The Senate Charges have several items the City should monitor, and perhaps be ready to testify on, related to utilities; taxpayer funded lobbying; economic development; and property tax. A copy of the charges will be available to Council Tuesday.

Sales Tax- The Comptroller's office is reporting another good month for Sales Tax receipts for the City. In November, the City collected over \$12,000.00 more than November 2018 or a 7.7% increase. Over the

past 10 months, the City has averaged a 6.6% increase over previous year, with three months recording double-digit improvements.

Internet- City staff continue to work with potential ISP's, backbone connections and legal counsel related to possible deployment. Currently staff is working with counsel to ensure non-discriminatory access, while protecting the City and City assets from non-compliant attachment. Through the City's Comprehensive Planning process, Internet continues to be the most often mentioned need.

Hostess House- Vickie reports that although marketing has been extremely limited, her phone is blowing up with requests for information and bookings. The limited information in the newspaper has resulted in calls for retirement parties, baby showers, Junior Pierian Dance, and the School Prom. The domain name has been transferred to the City and Monica is working to update information. The facility will be reviewed more thoroughly in the CIP process, and staff anticipates identification of several improvements for the building.

Ave C- Council may have noticed the Avenue C, CDBG Project has kicked-off. Contractors will be working in approximately 3 block increments, from Key to Porter to replace utility lines. The project will be funded 100% by the City from Key to Broad, and then the Department of Agriculture will supplement City costs by \$275,000.00. The Avenue C project was substituted for West Ave E because work had been completed there in 2018.

5.2	MAYOR'S COMMENTS
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Mayor Talbert congratulated Council member Toups and her group of volunteers for what was described as a successful and beautiful Lantern event that was held at the W.M. Brook Park on Saturday, November 9, 2019. She hopes that it will become an annual event.

6.0	UNFINISHED BUSINESS
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There was no unfinished business.

7.0	NEW BUSINESS
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7.1	Discussion regarding use of, and potential projects related to, community improvement grant funds received from Waste Connections
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Mandy Walsh, Economic Development Director, explained that this item was discussed in workshop session. From the discussions in workshop, she understood that Council would like for the four cash prize winners to get together and decide on color concepts and location and present the final concept back to Council.

Mayor Pro Tem Monroe moved to approve the support this sign attraction project with community improvement funds received from Waste Connections. The motion was seconded by Council member Clark and with a unanimous vote, the motion carried.

7.2	Discussion and possible action regarding approval of mural painting on north end of Santa Fe Depot.
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Mandy Walsh, Economic Development Director, explained that the owner of the Santa Fe Train Depot is seeking approval to have a mural painted on the outside metal wall on the north facing the end of the building. The painting of a train is the proposed mural to be painted on the building.

Council member Clark moved to approve the request of the mural painting on the north end of the Santa Fe Depot building. The motion was seconded by Mayor Pro Tem Monroe and with a unanimous vote, the motion carried.

Mayor Talbert moved to Item 7.9.

7.9	Discussion and possible action regarding quotations and funding options for curb and gutter project in the 400 block of Chestnut.
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Rickie Roy, Public Works Director, and Carlos Garcia, Street Superintendent, explained that this item was discussed in workshop session. City Staff has investigated, after Council direction, for any possible available funding for this requested project. At this time, it appears all funds have been allocated towards budgeted projects.

City Manager deGraffenried agreed and said that it was a pretty tight budget and no available funds were found.

Mike Hail, church contractor, expressed that when he had told Council that he would be willing to put in and pay for the sidewalk work for this project was if the City was going to do this curb and gutter project at this time. If the church must wait until next year's fiscal budget, he will have to charge the church for the sidewalk work when that time comes. He asked if Council is willing to budget this project in next year's fiscal year, he would be willing to pay the \$18,279.88 and the City reimburse him.

After some discussion, Council member Toups moved to approve reimbursement for this project not to exceed \$20,000.00. The motion was seconded by Council member White.

There was discussion of not obligating an amount of City funds for a project that is to be considered in next year's fiscal year.

Mayor Talbert called for a vote. With a vote of one in favor (White) and six opposed, the motion died.

Mayor Pro Tem Monroe moved to make this curb and gutter project a priority in next year's fiscal year budget. The motion was seconded by Council member Clark.

After suggestion from City Manager deGraffenried, Mayor Pro Tem Monroe amended her motion to include that City Staff outline this project in a Letter of Understanding with Mr. Mike Hail. The amended motion was seconded by Council member Clark and with a unanimous vote, the motion carried.

Mayor Talbert returned back to Item 7.3.

7.3	Discussion and possible action to consider approving the professional services proposal from Jones-Heroy & Associates, Inc. relating to the Upper Pressure Plane Water Distribution System Improvements Preliminary Engineering Analysis in an amount not to exceed \$48,000.00
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Rickie Roy, Public Works Director, explained that this item was discussed in workshop session. He asked for Council's consideration of the professional services proposal from Jones-Heroy & Associates, Inc. relating to the upper pressure plane water distribution system improvements Preliminary Engineering Analysis in an amount not to exceed \$48,000.00.

Council member Clark stepped down from the dais due to conflict of interest reasons.

Council member Williamson moved to approve the professional services proposal from Jones-Heroy & Associates, Inc. relating to the Upper Pressure Plane Water Distribution System Improvements Preliminary Engineering Analysis in an amount not to exceed \$48,000.00. The motion was seconded by Mayor Pro Tem Monroe and with a unanimous vote and one abstention (Clark), the motion carried.

Council member Clark returned back to his seat at the dais.

7.4	Discussion and possible action regarding utility improvements on Hetherly Drive for residential development
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Rickie Roy, Public Works Director, explained that item was discussed in workshop session. He explained that in accordance with City Policy, the City will provide the first 50 feet of water and sewer line and a sewer tap at no charge. The contractor is responsible for the extension costs of the sewer and water lines to tap on to the City's lines.

Council member Clark moved to approve the extension of the first 50 feet of water and sewer line in accordance with City policy and that the City is not providing any additional funds for the utility improvements on Hetherly Drive for a residential development. The motion was seconded by Council member Kuehne and with a unanimous vote, the motion carried.

7.5	Discussion and possible action regarding appointment and reappointment of board members to the Planning and Zoning Commission
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City Manager deGraffenried explained that on November 7, 2019, the Planning and Zoning Commission approved to recommend the reappointment of Marisa Canales and Jeff Jackson. Additionally, the Commission recommended for Council to review and appoint an applicant for the vacant seat from the applications received but also noted that Robert McCauley, who was recently appointed to the ZBA Board has expressed interest in the P&Z Commission instead.

Mayor Pro Tem Monroe moved to approve moving Robert McCauley from the ZBA Board and appoint him to the Planning and Zoning Commission and to approve the reappointment of Marisa Canales and Jeff Jackson. The motion was seconded by Council member Williamson and with a unanimous vote, the motion carried.

7.6	Discussion and possible action regarding the approval, denial or approval with modification(s) the Preliminary Plat of Hidden Oaks.
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City Manager deGraffenried explained that the property is described as Hidden Oaks Subdivision, 4.00 acres out of the C.K. Reese Survey, Abstract No. 581, a subdivision in the City of Lampasas Extraterritorial Jurisdiction (ETJ) and County of Lampasas, generally know as 1511 FM 1478, Lampasas, Texas.

deGraffenried reviewed the following:

- Brister Construction, LLC (David and Jan Brister) are planning on developing on the 4.00 acres into 12 lots to build 12 homes.
- The developer does intend on the 4.00 acres being annexed into the City limits.
- The building lot lines and street width meet the subdivision regulations.
- The cul-de-sac radius is adequate for fire protection.
- The subdivision will require curb and gutter.
- City water and electric are available; Sewer will require a bore across FM 1478.
- The Planning and Zoning Commission reviewed the Preliminary Plat on November 7, 2019 and recommended approval to City Council.

Council member Kuehne moved to approve the Hidden Oaks Subdivision Preliminary Plat. The motion was seconded by Council member Toups and with a unanimous vote, the motion carried.

7.7	Discussion and possible action regarding a request to consider approval, denial, or approval with modifications a Specific Use Permit to allow for Offices, General Business and Professional use of existing 2-story accessory structure located towards the rear of property near alley of Block 17, Lots 1&2 of the LSC 1 st Addition; commonly known as 206 S. Walnut, Lampasas, Texas.
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City Manager deGraffenried explained that the property owner, Juan Esparza, of Block 17, Lots 1&2 of the LSC 1st Addition; commonly known as 206 S. Walnut, is requesting a Specific Use Permit (SUP) to allow for offices, general business and professional use of the existing two-story accessory structure located towards the rear of the property near the alley.

deGraffenried noted that all notifications and publications as required by Ordinance and Statute were complied with. The Planning and Zoning Commission reviewed this SUP request on November 7, 2019 and recommended approval to City Council.

The owner, Juan Esparza, was present at the meeting. Council had questions of him meeting the required off-street parking for this proposed use. Mr. Esparza said that he has adequate property that he will use to comply with this requirement.

Council member Clark moved to approve the Specific Use Permit to allow for Offices, General Business and Professional use of existing 2-story accessory structure located towards the rear of property near alley of Block 17, Lots 1&2 of the LSC 1st Addition; commonly known as 206 S. Walnut, Lampasas, Texas, with the condition that the required off-street parking spaces are provided as per the City's Zoning Ordinance. The motion was seconded by Council member Toups and with a unanimous vote, the motion carried.

7.8	Discussion and possible action regarding appointment of John Fingerhut to the Airport Advisory Board to fill vacancy left by Wayne Harbin
-----	---

City Manager deGraffenried explained that the Airport Advisory Board were in favor to appoint John Fingerhut to fill the vacancy that was left by Wayne Harbin.

Mayor Pro Tem Monroe moved to approve the appointment of John Fingerhut to the Airport Advisory Board to fill vacancy left by Wayne Harbin. The motion was seconded by Council member Toups and with a unanimous vote, the motion carried.

Item 7.9 was discussed after Item 7.2.

7.10	Discussion and possible action regarding the replacement of the HVAC unit at the Hostess House in an amount not to exceed \$4800.00
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Mayor Talbert stepped down from the dais due to conflict of interest reasons.

City Manager deGraffenried explained that as part of transitioning the day to day operations of the Hostess House from the DRT, the City did a substantial inspection and the HVAC system was an item identified in need of being replaced. Chris Eicher, Parks & Recreation Director, requested quotes from three local contractors to replace the 5-ton unit:

1. Miller's Service Company \$5,298.00
2. All Seasons Service, Inc. \$5,850.00
3. Tex-Air HVAC, Inc. \$4,800.00

Council member White expressed that he didn't think that the bids were comparable because not all the quotes detailed the 5-ton unit or warranty information. The quotes cannot be compared apples to apples particularly in regard to the electrical phase and Seasonal Energy Efficiency Ratio rating. The quote from All Seasons Service, Inc. provided detailed information as to the work and unit product.

Council member Clark moved to award the quote from Tex-Air HVAC, Inc. for the replacement of the HVAC unit at the Hostess House in an amount not to exceed \$4800.00. The motion died due to a lack of a second.

Council member White moved to award the quote from All Seasons Service, Inc. the replacement of the HVAC unit at the Hostess House in an amount not to exceed \$5,850.00. The motion was seconded by Council member Toups and with a vote of five in favor, one opposed (Clark), and one abstention (Talbert), the motion carried.

Mayor Talbert returned to her seat at the dais.

7.11	Discussion and possible action regarding the selection of a winner of the website photo contest.
------	--

Monica Wright, Information Systems Director, explained that there were four photo entries submitted:

- Entry 1, "Sunday Morning at the Creek" submitted by Ashley Mills
- Entry 2, "Water Forest" submitted by Marion Lemari
- Entry 3, "Lampasas Sunset" submitted by Bob Chapman
- Entry 4, "Small Town Serenity" submitted by Crystal Moon

Mayor Pro Tem Monroe moved to select Entry 1, "Sunday Morning at the Creek" submitted by Ashley Mills as the winner of website photo contest. The motion was seconded by Council member Kuehne and with a unanimous vote, the motion carried.

7.12	Discussion and possible action regarding the funding for contract services with H & H Tree Services to install and remove Christmas lights at W.M. Brook Park in an amount not to exceed \$30,000.00
------	--

City Manager deGraffenried explained that the City has utilized the services of H&H Tree Services to install and remove the Christmas lights for the past few years. The City has been pleased with their work with their organization, meeting deadlines and ensuring that the lights are stored and labeled at the end of the season.

deGraffenried explained that the services agreement is in the amount of \$30,000.00, with payments of \$10,000.00 upon execution of the agreement, \$10,000.00 upon completion of the install and the final installment of \$10,000.00 when the lights are removed and placed in storage. Funding for this budgeted item will be through HOT Funds.

Mayor Pro Tem Monroe moved to approve the funding for contract services with H & H Tree Services to install and remove Christmas lights at W.M. Brook Park in an amount not to exceed \$30,000.00. The motion was seconded by Council member White and with a unanimous vote, the motion carried.

7.13	Discussion and possible action regarding the award of a bid to Wright Asphalt Products in the amount of \$2.15 per gallon of CRS-2 as needed by the City.
------	---

Rickie Roy, Public Works Director, and Carlos Garcia, Street Superintendent, reviewed this item. They explained that the Request for Sealed Bids on this project was published on October 4, 2019 with a bid opening date on October 18, 2019. Only one bid was received from Wright Asphalt Products in the amount of \$2.15 per gallon of CRS-2. City Staff recommends award of bid to Wright Asphalt Products and anticipates using 10,000 gallons which would equate to \$21,500.00.

Council member Clark moved to approve the award of a bid to Wright Asphalt Products in the amount of \$2.15 per gallon of CRS-2 in an amount not to exceed \$24,000.00. The motion was seconded by Council member Kuehne and with a unanimous vote, the motion carried.

7.14	Discussion and possible action regarding the award of quote to Air-Mac for the purchase of a 60 horsepower Gardner Denver blower unit for the pretreatment plant in the amount of \$10,156.00
------	---

Van Sims, Water/Wastewater Operations Manager, explained that the procurement process was followed to obtain quotes for a Gardner Denver blower unit to replace a damaged blower unit that was not producing the required air flow, and after inspection, was found that the bearing was out and causing the unit to break belts. Quotes were received from three vendors:

1. Air-Mac in the amount of \$10,156.00
2. Environmental Improvements, Inc. in the amount of \$12,351.00
3. Newman Regency in the amount of \$11,881.00

City Staff is requesting approval of award of quote of a 60 horsepower Gardner Denver blower unit to Air-Mac in the amount of \$10,156.00.

Mayor Pro Tem Monroe moved to approve the award of quote to Air-Mac for the purchase of a 60 horsepower Gardner Denver blower unit for the pretreatment plant in the amount of \$10,156.00. The motion was seconded by Council member Clark and with a unanimous vote, the motion carried.

7.15	Discussion and possible action concerning an Interlocal Cooperation Agreement between the City of Lampasas and City of Lometa
------	---

Jeffrey Smith, Fire Chief, explained that he was requesting Council consideration of an Interlocal Cooperation Agreement with the City of Lometa to provide fire protection, inspection and investigation services as needed. The City currently operates under an Interlocal Agreement with Lometa primarily to provide mandated inspection services and investigation services. This Interlocal Agreement is substantially the same as the City’s current agreement for a term of five years.

Mayor Pro Tem Monroe moved to approve the Interlocal Cooperation Agreement between the City of Lampasas and City of Lometa as presented. The motion was seconded by Council member Kuehne and with a unanimous vote, the motion carried.

Adjourn into Executive Session

Council member Kuehne moved to adjourn into executive session at 8:02 p.m. The motion was seconded by Council member Clark and with a unanimous vote, the motion carried.

City Manager deGraffenried requested that Yvonne Moreno, Finance Director, be allowed in executive session. The Mayor and 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:

8.0	EXECUTIVE SESSION ITEMS
8.1	Section 551.086 (Relating to the authority of public power utility governing bodies to deliberate regarding competitive matters) – Utilities
8.2	Adjourn executive session and reconvene Regular Session

Executive session was adjourned at 8:27 p.m.

REGULAR SESSION

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

There was no action taken.

Mayor Pro Tem Monroe moved to adjourn the meeting at 8:28 p.m. The motion was seconded by Council member Clark and with a unanimous vote, the motion carried.

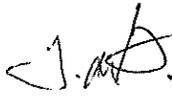
PASSED AND APPROVED this _____ day of _____, 2019.

Misti Talbert, Mayor

ATTEST:

Christina Marez, City Secretary

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City Manager

ITEM NO. 3.1

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

Subject:

Discussion and possible action regarding the second reading of an Ordinance approving a Specific Use Permit to allow for Offices, General Business and Professional use of existing 2-story accessory structure located on the west property line near alley of Block 17, Lots 1&2 of the LSC 1st Addition; commonly known as 206 S. Walnut, Lampasas, Texas.

Requested By: Becky Sims, Zoning Administrator

Submitted By: Becky Sims, Zoning Administrator

Date Submitted: November 7, 2019

For the Agenda of: November 25, 2019

Procurement and Funding Statement:

N/A

Attachments:

Summary Statement:

This is the second reading of an Ordinance to approve a Specific Use Permit

Recommendation:

To consider a motion to approve the second reading of an Ordinance to approve a Specific Use Permit to allow for Offices, General Business and Professional use of existing 2-story accessory structure located towards the rear of property near alley of Block 17, Lots 1 & 2 of the LSC 1st Addition; in an area zoned Two-Family Residential District Duplex "2F".

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City Manager

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

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

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

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

Procurement and Funding Statement: N/A

Attachments: Investment Report prepared by Patterson & Associates

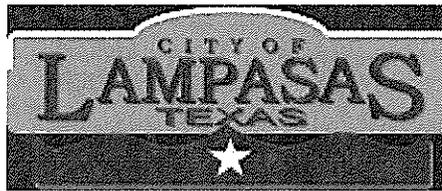
Summary Statement:

The weighted average maturity of City investments is 45 days.

The City's yield to maturity is 1.43

<u>Place of Investment</u>	<u>Investment Amount</u>	<u>% of Portfolio</u>
TexPool / TexPool Prime	\$2,731,763.45	17.58%
TexStar	\$1,615,819.65	10.40%
Bancorp South	\$5,263,758.30	33.87%
Money Market	\$3,908,171.10	25.14%
Frost Bank- Checking	\$ 23,968.43	0.15%
Federal Agency Securities	\$1,999,832.84	12.87%

commendation: Motion to approve by consent.



**Monthly Investment Report
October 31, 2019**

PATTERSON & ASSOCIATES



INVESTMENT PROFESSIONALS

A DELICATE BALANCE FOR THE FED

The Federal Reserve cut again in October for the 3rd time in four months, bringing the overnight rate to 1.50-1.75%. Just as important as the rate, however, is the Fed's delicate position as it considers how much to stimulate an economy that is slowing but still growing and adding jobs but also seems vulnerable.

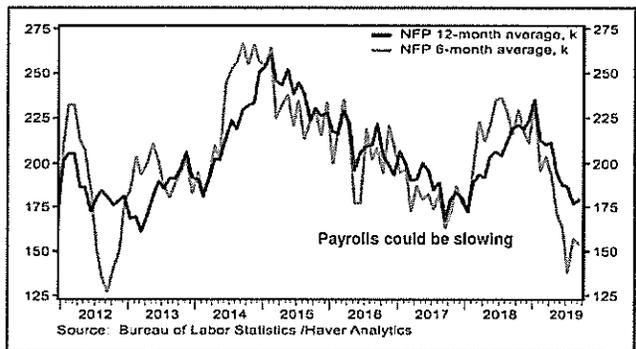
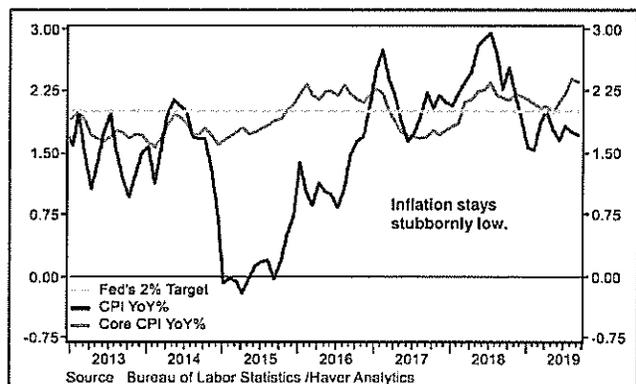
The July cut was characterized as a "mid-cycle adjustment" while September was described as *insurance*. Now we are "assessing the appropriate path...for the federal funds rate." It makes sense for the Fed to be hesitant to acknowledge domestic weakness and therefore undermine confidence though it does overshadow potential benefits from lower borrowing costs to businesses and consumers. However, failing to recognize the domestic weakness also can undermine their data-dependent commitment. The Fed cannot ignore deteriorating domestic economic data - basing a cut on "insurance" against ongoing risks market questions their resolve to prop up a slowing economy resulting in increasing uncertainty.

Rate changes impact over time not immediately. They are dealing in **potentials and possibilities**. International conditions and global economics play into the decisions but how much weight is the question.

One is the shaky truce – the *phase 1* deal - with the Chinese, which *may* result in an initial agreement next month in Chile during a visit with China's President Xi Jinping. In place now is a temporary agreement on China's purchase of more agricultural products and the US suspension of increased US tariffs. US farm sales to China may hit pre-trade war levels by next year. China is decelerating with the trade war and Germany, which is heavily export dependent is nearly in recession.

Another key question lies with the UK. Will Britain avoid a calamitous *no-deal Brexit*? The EU may grant a delay as PM Johnson seeks, for the 3rd time an election to "break the paralysis." Few of these questions will be answered by year-end.

The Fed has the difficult task of both comforting nervous investors that monetary policy will continue to provide support, while fueling consumer and business confidence that the domestic expansion is still alive and well.



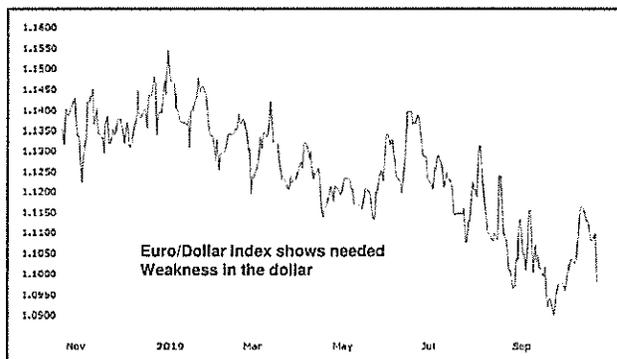
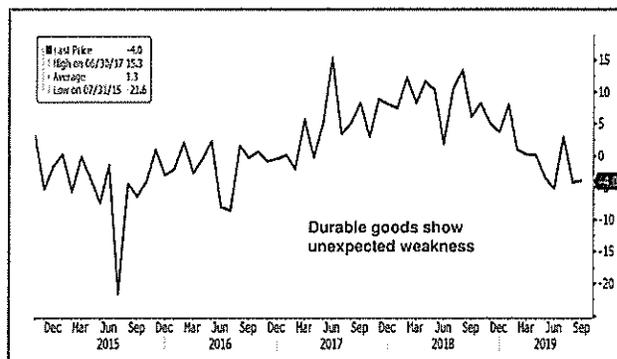
STRENGTH and SOFTNESS and LIQUIDITY

The Fed has been watching the domestic economy closely. The US still appears basically healthy – especially when compared to the rest of the world. The US **employment** rate remains at a 50-year low of 3.5% and consumers continue to spend at a healthy rate. GDP came in higher than expected. **Inflation** also has been edging up to the Fed’s target of 2%. It is just moving more slowly and fears of deflation can be self-fulfilling.

Despite the strength, there are some recognized signs of a weakening economy. **Manufacturing** is already in its own recession partly because of the strike at GM. The trade conflict has left some firms reluctant to invest in facilities and equipment without a clearer picture of how the conflict will be resolved. A report on retail sales showed that Americans slightly reduced their spending in stores and restaurants and consumer sentiment has pared its gains from earlier but remains elevated, suggesting Americans’ spending will continue to support the economy despite weakness in manufacturing. The consumer is carrying this economy – and Christmas is coming!

Durable goods, the purchase of big ticket items, has shown a troubling weakness in October falling to a four month low.

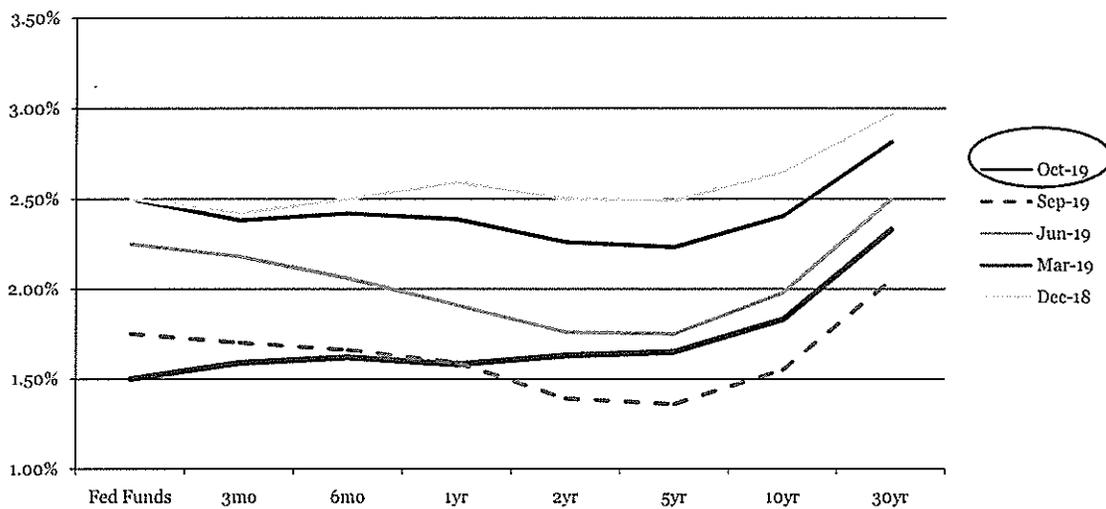
There is a further complication which investors glimpsed the result of in September as overnight rates soared on **liquidity concerns**. The spike was not a call to higher rates. It was a serious call for liquidity in the markets. This liquidity issue may continue through year-end, which is typically a time of money/cash hoarding for balance sheets (referred to as *window dressing*). The market needs to know that funds are available. The Fed has been dealing with the liquidity issue through repo facility and by buying Treasury Bills (which puts funds into the markets and effectively keeping Bills lower in rate). The repo facility has consistently been over-subscribed. The Fed has to restore and maintain liquidity confidence in the money markets. The Fed action has weakened the dollar slightly, which does help to immunize the US economy from the global slowdown and its deflationary bias.





A Major Treasury Price Rally

- Equity and bond markets have seen major volatility as reactions to news changes day by day. The waning confidence and continued trade talk has buffeted the equity markets and thrown investors into the bond markets pushing Treasury yields down further. Now an additional cut in overnight rates will lower all liquidity facilities.
- The Fed is valiantly trying to remedy a serious liquidity situation, which is troubling major players in the markets.
- The curve is moving up slightly and reducing the inverse positions seen for most of this year. The advantage of holding liquidity is gone and could get worse with a December or January cut. Portfolios have to extend matching current overnight rates to lock in rates above what could be another rate cut in 2019, taking the overnight rates (pool rates) closer to 1.25%.



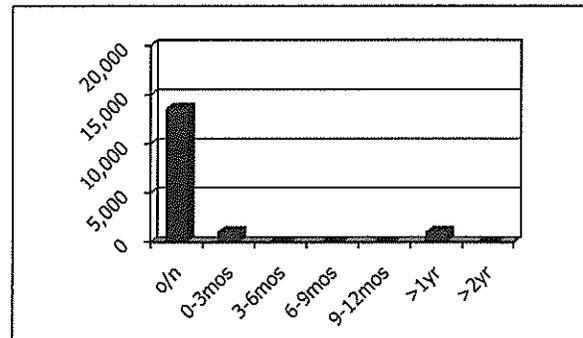
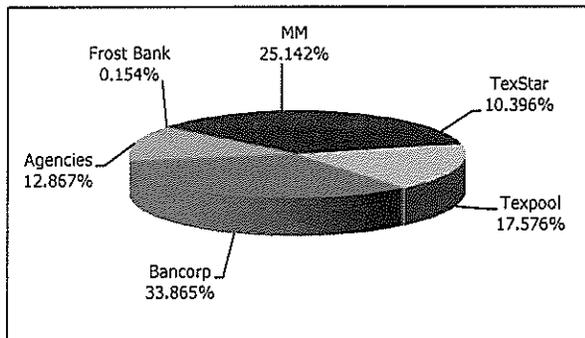
End of Month Rates - Full Yield Curve - Fed Funds to 30yr

Your Portfolio

As of September 30, 2019



- P&A constantly reviews your portfolio for optimal asset allocation and a controlled average maturity because a diversified portfolio can better adjust to volatile market conditions.
- The graphs below show asset allocations by market sector and by maturity. They do reflect our ongoing anticipation of lower rates in 2019. These rate cuts and the potential of more 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 2.424%.





City of Lampasas, Texas
 Portfolio Management
 Portfolio Summary
 October 31, 2019

Patterson & Associates
 901 S. McPac
 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	2,000,000.00	2,000,241.48	1,999,832.84	12.87	544	343	2.424
Bancorp South	5,263,758.30	5,263,758.30	5,263,758.30	33.87	1	1	0.719
Texpool/Texpool Prime	2,731,763.45	2,731,763.46	2,731,763.45	17.58	1	1	1.968
TexStar	1,615,819.65	1,615,819.65	1,615,819.65	10.40	1	1	1.851
Frost Bank	23,968.43	23,968.43	23,968.43	0.15	1	1	0.000
Money Market	3,908,171.10	3,908,171.10	3,908,171.10	25.14	1	1	1.337
Investments	15,543,480.93	15,543,722.41	15,543,313.77	100.00%	71	45	1.430
Cash and Accrued Interest							
Accrued Interest at Purchase		341.67	341.67				
Subtotal		341.67	341.67				
Total Cash and Investments	15,543,480.93	15,544,064.08	15,543,655.44		71	45	1.430

Total Earnings	October 31	Month Ending	Fiscal Year To Date
Current Year		19,039.13	19,039.13

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 10/01/2019-10/31/2019
 Data Updated: SET_LAMP: 11/19/2019 10:59
 Run Date: 11/19/2019 - 11:00

Portfolio LAMP
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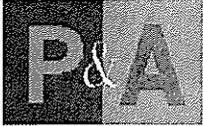
**City of Lampasas, Texas
Summary by Type
October 31, 2019
Grouped by Fund**

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	4,234,629.38	4,234,629.38	27.24	0.717	1
Money Market	5	3,908,171.10	3,908,171.10	25.14	1.337	1
Federal Agency Coupon Securities	2	2,000,000.00	1,999,832.84	12.87	2.424	343
Texpool/Texpool Prime	1	1,764,884.59	1,764,884.59	11.35	1.911	1
Subtotal	11	11,907,885.07	11,907,517.91	78.60	1.384	58
Fund: Cert. of Obligation 2016						
Texpool/Texpool Prime	1	966,878.86	966,878.86	6.22	2.070	1
Subtotal	1	966,878.86	966,878.86	6.22	2.070	1
Fund: Electric						
Bancorp South	1	348,735.95	348,735.95	2.24	0.717	1
Frost Bank	1	23,968.43	23,968.43	0.15	0.000	1
TexStar	1	1,615,819.65	1,615,819.65	10.40	1.851	1
Subtotal	3	1,988,524.03	1,988,524.03	12.79	1.630	1
Fund: LEDC						
Bancorp South	2	401,233.44	401,233.44	2.59	0.717	1
Subtotal	2	401,233.44	401,233.44	2.58	0.717	1
Fund: Seizures						
Bancorp South	2	27,549.11	27,549.11	0.18	0.521	1
Subtotal	2	27,549.11	27,549.11	0.18	0.521	1
Fund: Trust						
Bancorp South	2	72,721.03	72,721.03	0.47	0.967	1
Subtotal	2	72,721.03	72,721.03	0.47	0.967	1
Fund: Water						

City of Lampasas, Texas
 Summary by Type
 October 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	178,889.39	178,889.39	1.15	0.717	1
Subtotal	1	178,889.39	178,889.39	1.15	0.717	1
Total and Average	22	15,543,480.93	15,543,313.77	100.00	1.430	45



City of Lampasas, Texas
 Fund CASH - Cash
 Investments by Fund
 October 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 Date	Days To Maturity
Federal Agency Coupon Securities											
3130AFDA2	10053	FHLB Note	11/06/2018	999,982.84	1,000,000.00	1,000,109.79	2.625	2.744	2.782	11/05/2019	4
3134GUBES	10055	FHLMC Call Note	09/19/2019	999,850.00	1,000,000.00	1,000,131.69	2.050	2.037	2.065	09/13/2021	692
Subtotal and Average				1,999,832.84	2,000,000.00	2,000,241.48	2.301	2.424			342
Bancorp South											
0474	10004	Bancorp South	09/01/2014	4,211,084.79	4,211,084.79	4,211,084.79	0.717	0.706	0.716		1
3213	10006	Bancorp South	09/01/2014	407.29	407.29	407.29	0.717	0.706	0.716		1
4187	10007	Bancorp South	09/01/2014	23,137.30	23,137.30	23,137.30	0.717	0.706	0.716		1
Subtotal and Average				4,234,629.38	4,234,629.38	4,234,629.38	0.707	0.717			1
Texpool/Texpool Prime											
14103	10000	Texpool	09/01/2014	1,764,884.59	1,764,884.59	1,764,884.59	1.912	1.885	1.911		1
Subtotal and Average				1,764,884.59	1,764,884.59	1,764,884.59	1.885	1.912			1
Money Market											
5001632	10023	Austin Capital Bank MM	01/29/2015	249,041.87	249,041.87	249,041.87	1.000	0.986	1.000		1
XXXX579	10026	Business Bank of TX ICS	04/02/2015	3,129,481.82	3,129,481.82	3,129,481.82	1.360	1.341	1.360		1
XXXX561	10029	Business Bank of TX ICS	06/01/2015	529,645.41	529,645.41	529,645.41	1.360	1.341	1.360		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				3,908,171.10	3,908,171.10	3,908,171.10	1.319	1.337			1
Total Investments and Average				11,907,517.91	11,907,685.07	11,907,928.55	1.385	1.384			58

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

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 385	Maturity Days To Date Maturity
Texpool/Texpool Prime										
14103A	10041	Texpool Prime	11/08/2016	966,878.86	966,878.86	966,878.86	2.070	2.041	2.070	1
Subtotal and Average				966,878.86	966,878.86	966,878.86		2.042	2.070	1
Total Investments and Average				966,878.86	966,878.86	966,878.86		2.042	2.070	1

**Fund ELEC - Electric
Investments by Fund
October 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										
0672	10005	Bancorp South	09/01/2014	348,735.95	348,735.95	348,735.95	0.717	0.706	0.716	1
Subtotal and Average				348,735.95	348,735.95	348,735.95	0.707	0.717		1
TexStar										
17390	10001	TexStar	09/01/2014	1,615,819.65	1,615,819.65	1,615,819.65	1.851	1.825	1.851	1
Subtotal and Average				1,615,819.65	1,615,819.65	1,615,819.65	1.828	1.851		1
Frost Bank										
1732110	10022	Frost Bank Public Checking	01/20/2015	23,968.43	23,968.43	23,968.43				1
Subtotal and Average				23,968.43	23,968.43	23,968.43	0.000	0.000		1
Total Investments and Average				1,988,524.03	1,988,524.03	1,988,524.03	1.807	1.630		1

Fund LEDC - LEDC
Investments by Fund
October 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	392,890.23	392,890.23	392,890.23	0.717	0.706	0.716	1
2363	10003	Bancorp South	09/01/2014	8,343.21	8,343.21	8,343.21	0.717	0.706	0.716	1
Subtotal and Average				401,233.44	401,233.44	401,233.44	0.707	0.717		1
Total Investments and Average				401,233.44	401,233.44	401,233.44	0.707	0.717		1

**Fund SEIZ - Seizures
Investments by Fund
October 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										
0763	10008	Bancorp South	09/01/2014	18,018.69	18,018.69	18,018.69	0.717	0.706	0.716	1
1999	10009	Bancorp South	09/01/2014	9,530.42	9,530.42	9,530.42	0.150	0.147	0.150	1
Subtotal and Average				27,549.11	27,549.11	27,549.11		0.514	0.521	1
Total Investments and Average				27,549.11	27,549.11	27,549.11		0.514	0.521	1

Fund TRUST - Trust
Investments by Fund
October 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										
6349	10010	Bancorp South	09/01/2014	43,095.74	43,095.74	43,095.74	0.967	0.953	0.966	1
6348	10011	Bancorp South	09/01/2014	29,625.29	29,625.29	29,625.29	0.967	0.953	0.966	1
Subtotal and Average				72,721.03	72,721.03	72,721.03	0.954	0.967		1
Total Investments and Average				72,721.03	72,721.03	72,721.03	0.954	0.967		1

Fund WATER - Water
Investments by Fund
October 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	178,889.39	178,889.39	178,889.39	0.717	0.706	0.716	1
Subtotal and Average				178,889.39	178,889.39	178,889.39	0.707	0.717		1
Total Investments and Average				178,889.39	178,889.39	178,889.39	0.707	0.717		1



City of Lampasas, Texas
Interest Earnings
 Sorted by Fund - Fund
 October 1, 2019 - October 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	Annualized Yield	Adjusted Interest Earnings			
										Interest Earned	Amortization/ Accretion	Adjusted Interest Earnings	
Fund: Cash													
3130AFDA2	10053	CASH	FAC	1,000,000.00	999,854.15	999,922.65	11/05/2019	2.625	2.727	2,187.50	128.69	2,316.19	
14103	10000	CASH	RR2	1,764,884.59	1,762,024.03	1,762,116.31		1.912	1.911	2,860.56	0.00	2,860.56	
5001632	10023	CASH	RR5	249,041.87	248,830.53	248,837.35		1.000	1.000	211.34	0.00	211.34	
3134GUBE0	10055	CASH	FAC	1,000,000.00	999,742.86	999,799.88	09/13/2021	2.050	2.138	1,708.33	107.14	1,815.47	
XXXX561	10029	CASH	RR5	529,645.41	529,038.51	529,058.09		1.360	1.351	606.90	0.00	606.90	
XXXX579	10026	CASH	RR5	3,129,481.82	3,125,895.84	3,126,011.52		1.360	1.351	3,585.98	0.00	3,585.98	
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	4,211,084.79	4,237,655.20	4,236,798.09		0.717	0.743	2,675.16	0.00	2,675.16	
3213	10006	CASH	RRP	407.29	457.03	423.17		0.717	0.723	0.26	0.00	0.26	
4187	10007	CASH	RRP	23,137.30	29,585.10	24,518.46		0.717	0.717	14.93	0.00	14.93	
			Subtotal	11,907,885.07	11,933,085.25	11,927,487.51			1.391		13,850.98	235.83	14,086.79
Fund: Cert. of Obligation 2018													
14103A	10041	CERTS16	RR2	966,878.86	1,098,155.40	1,009,142.58		2.070	2.071	1,775.06	0.00	1,775.06	
			Subtotal	966,878.86	1,098,155.40	1,009,142.58			2.071		1,775.06	0.00	1,775.06
Fund: Electric													
17390	10001	ELEC	RR3	1,615,819.65	1,613,283.43	1,613,365.24		1.851	1.851	2,536.22	0.00	2,536.22	
1732110	10022	ELEC	RR4	23,968.43	23,968.43	23,968.43				0.00	0.00	0.00	
0672	10005	ELEC	RRP	348,735.95	345,949.49	347,345.02		0.717	0.717	211.46	0.00	211.46	
			Subtotal	1,988,524.03	1,983,201.35	1,984,678.69			1.830		2,747.68	0.00	2,747.68
Fund: LEDC													
1092	10002	LEDC	RRP	392,890.23	432,560.84	409,699.50		0.717	0.717	249.42	0.00	249.42	
2363	10003	LEDC	RRP	8,343.21	8,338.13	8,338.29		0.717	0.717	5.08	0.00	5.08	
			Subtotal	401,233.44	440,898.97	418,037.79			0.717		254.50	0.00	254.50

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

CUSIP	Investment #	Fund	Security Type	Ending Par Value	Beginning Book Value	Average Book Value	Maturity Date	Current Rate	Annualized Yield	Adjusted Interest Earnings		
										Interest Earned	Amortization/ Accretion	Adjusted Interest Earnings
Fund: Seizures												
0763	10008	SEIZ	RRP	18,018.69	8,640.87	9,556.09		0.717	0.717	5.82	0.00	5.82
1999	10009	SEIZ	RRP	9,530.42	9,529.25	9,529.51		0.150	0.145	1.17	0.00	1.17
			Subtotal	27,549.11	18,170.12	19,085.60			0.431	6.99	0.00	6.99
Fund: Trust												
6348	10011	TRUST	RRP	29,625.29	29,600.99	29,601.77		0.967	0.967	24.30	0.00	24.30
6349	10010	TRUST	RRP	43,095.74	43,060.38	43,061.52		0.967	0.967	35.36	0.00	35.36
			Subtotal	72,721.03	72,661.37	72,663.29			0.967	59.66	0.00	59.66
Fund: Water												
1639	10012	WATER	RRP	178,889.39	177,580.94	178,143.31		0.717	0.717	108.45	0.00	108.45
			Subtotal	178,889.39	177,580.94	178,143.31			0.717	108.45	0.00	108.45
			Total	15,543,480.93	15,723,753.40	15,809,238.78			1.438	18,803.30	235.83	19,039.13

PATTERSON & ASSOCIATES



INVESTMENT PROFESSIONALS

**City of Lampasas, Texas
Amortization Schedule
October 1, 2019 - October 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 10/31/2019	Amount Amortized This Period	Amt Amortized Through 10/31/2019	Amount Unamortized Through 10/31/2019
Cash										
10053	CASH	11/05/2019	1,000,000.00	998,460.00	-1,540.00	999,982.84	1,394.15	128.69	1,522.84	-17.16
FHLB Note			2.625				-145.85			
10055	CASH	09/13/2021	1,000,000.00	999,700.00	-300.00	999,850.00	42.86	107.14	150.00	-150.00
FHLMC Call Note		12/13/2019	2.050				-257.14			
			Subtotal	1,998,160.00	-1,840.00	1,999,832.84	1,437.01	235.83	1,672.84	-167.16
			Total	1,998,160.00	-1,840.00	1,999,832.84	1,437.01	235.83	1,672.84	-167.16
							-402.99			

Run Date: 11/19/2019 - 11:11

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Report Ver. 7.3.6.1

PATTERSON & ASSOCIATES



INVESTMENT PROFESSIONALS

**City of Lampasas, Texas
 Projected Cashflow Report
 Sorted by Monthly
 For the Period November 1, 2019 - May 31, 2020**

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

Projected Trans. Date	Investment #	Fund	Security ID	Transaction Type	Issuer	Par Value	Original Cost	Principal	Interest	Total
November 2019										
11/05/2019	10053	CASH	3130AFDA2	Maturity	FHLB Note	1,000,000.00	998,460.00	1,000,000.00	13,125.00	1,013,125.00
Total for November 2019						1,000,000.00	998,460.00	1,000,000.00	13,125.00	1,013,125.00
December 2019										
12/13/2019	10055	CASH	3134GUBE9	Call	FHLMC Call Note	1,000,000.00	999,700.00	1,000,000.00	0.00	1,000,000.00
Total for December 2019						1,000,000.00	999,700.00	1,000,000.00	0.00	1,000,000.00
March 2020										
03/13/2020	10055	CASH	3134GUBE9	Interest	FHLMC Call Note	0.00	0.00	0.00	10,250.00	10,250.00
Total for March 2020						0.00	0.00	0.00	10,250.00	10,250.00
GRAND TOTALS:						2,000,000.00	1,998,160.00	2,000,000.00	23,375.00	2,023,375.00

Run Date: 11/19/2019 - 11:09

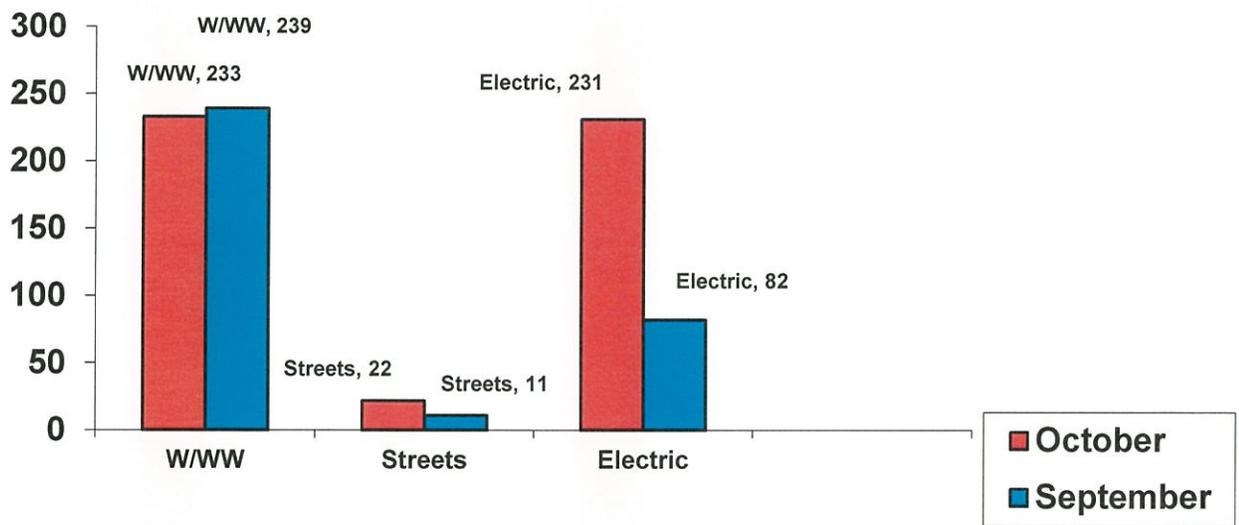
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 PC (PRF_PC) 7.2.0
 Report Ver. 7.3.6.1



Public Works

NOVEMBER 2019

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



Work Order Summary:

Received: 486
 Completed: 385
 Voids: 18

Memo



To: Rickie Roy
From: Flint Geagley
Date: November 12, 2019
Re: October Activities

Electric Department

This month's activities involved:

- Received a total of 231 work orders and completed 139.
- Replaced 7 bad crossarms, worked underground for new water/wastewater building, did oil changes on vehicles, continued to build lines in Stone Valley and did 137-meter swaps
- Connected: 3 upgrade, 5 new services, and 4 temps
- Set 9 poles: 6 poles in Stone Valley and replaced 3 poles on the pole inspection list
- Overtime: Received 9 callouts – 2- replaced transformers, 2- reworked transformers, 2- storm, 1 animal contact, 1- vehicle hit pole (TV pole) and 1- low line (cable line)
- Activities for the Year 2018 - 2019:
- Pole Inspection replacement: total 389 poles, have replaced 263 poles
- Stone Valley: Set poles on Fieldstone Drive (45% complete)
- Burger King: set transformer and connected underground primary, waiting on customer to run secondary side (75% complete)
- Assisted Living Hwy 281South: Upgraded pole primary riser pole and have ordered transformer (50% complete)
- Brown St Subdivision: rebuilt line on Brown street to remove pole out of entrance to subdivision. Will have to build in new lines to service homes (20% complete)

Memo  CITY OF
LAMPASAS
TEXAS

To: Rickie Roy
From: Carlos Garcia
Date: Wednesday, November 20, 2019
Re: October Monthly

Street Department

Mr. Roy,

For the month of October the Streets Department worked on,

- 1) We completed several utility patch repairs.
- 2) We have been tree trimming and clearing line of sight issues.
- 3) We have been running the sweeper as we can.
- 4) Street – Total Work Orders = 22, Total Complete = 15, Total Outstanding = 7, Total Void = 0
- 5) The street department seal coated spring street.

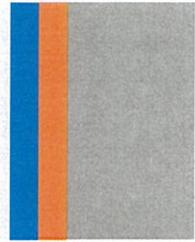
For the month of November, we will be continuing routine road and patching repair. We will be getting ready for brush chipping for the month of November.

Lampasas Economic Development Corporation

From: Mandy Walsh

Re: Staff Report

Date: November 15, 2019



Downtown

Staff recently met with the new owners of 511 E Third Street regarding conceptual plans. Both owners are tied up in other projects currently, but hope to begin their remodel within the next six months. We will continue discussions during this time regarding their intentions for each building. In addition, there has been an increase in inquiries regarding available downtown buildings. Four downtown buildings are currently being discussed with prospects, and staff will be providing more details when they are ready. Wool & Vine has officially opened (inside My Girls), held a live music event, participated in the Ladies Night event and seen a very positive response from the community. The developer for the project at 707 South Pecan has submitted his concept and staff is continuing to work with him on zoning requirements. The Planning & Zoning Board and City Council have been given preliminary presentations regarding the project. In addition, a few downtown business owners have engaged staff and City officials regarding a three-dimensional "LTX" sign for downtown that will attract tourists and encourage photo opportunities. I am working closely with CYSA on a calendar for more consistent events to drive traffic downtown. The next event will be Corvettes on the Square, scheduled for Saturday, January 18th from 10am – 1pm.

Ladies Night on the Square

The first "Ladies Night on the Square" was hosted by Merk & Tilley's from 4 – 8pm on Thursday, November 14th. One business reported they had traffic from 2:30 – 8:30pm, and all agreed sales and exposure substantially increased. Cards were distributed from Merk & Tilley's for customers to have punched at each participating location and a total of 95 punch cards were handed out. The cards were only for those wishing to participate in a drawing so the estimated attendance for Ladies Night actually exceeded 95. This is an event we hope to continue the second Thursday of each month.

Central Business District

The developer for the project at 707 South Pecan has submitted his concept and staff is continuing to work with him on zoning requirements. The Planning & Zoning Board and City Council have been given preliminary presentations regarding the project. Rick Hardin (Santa Fe Depot owner) has engaged an Austin artist to paint a train mural on the north facing side of the Santa Fe Depot, which was approved by City Council on November 12th. The City is also continuing working with Hardin on his development for the Santa Fe Depot property.



Internet Project

Staff continue to work with potential internet service providers, backbone connections and legal counsel related to possible deployment. Currently staff is working with counsel to ensure non-discriminatory access, while protecting the City and City assets from non-compliant attachment. Through the LEDC Strategic Plan, survey responses through Foresite and the City's Comprehensive Planning process, internet will continue to be a priority; therefore we will continue to work toward a solution.

Workforce Dev Luncheon

Staff met with the workforce development committee recently and discussed a luncheon that has been rescheduled for Friday, January 31, 2020. The intent is to bring together our business owners/executives/HR representatives to discuss the various local workforce skills training and courses we are providing, and has continued to be a request from our business owners. The feedback has been extremely favorable, but the timing didn't work for many so we opted for early next year. Partnering with LCHEC, LHS CTE, CTC and Workforce Solutions I hope to make this an annual event.

TDA

I attended the Texas Downtown Association Conference in Georgetown in October and will be sharing ideas from presenters in similarly-sized communities. There are grant and incentive options we might consider moving forward as we gain more interest in downtown, particularly pertaining to restoration of our historic buildings. Overall this was a helpful conference with topics that are relevant to our current downtown projects and I look forward to attending next year. I also hope to have a few nominations for next year's President's Awards through the Texas Downtown Association.

Sales Tax

The Comptroller's office has reported another strong month of sales tax revenue for the City of Lampasas. For the month of November, the City saw an increase of 7.7% versus last year. As new development continues within our downtown, as well as Key Avenue, our hope is to continue seeing this steady increase in the coming months.

Lampasas Fire Department

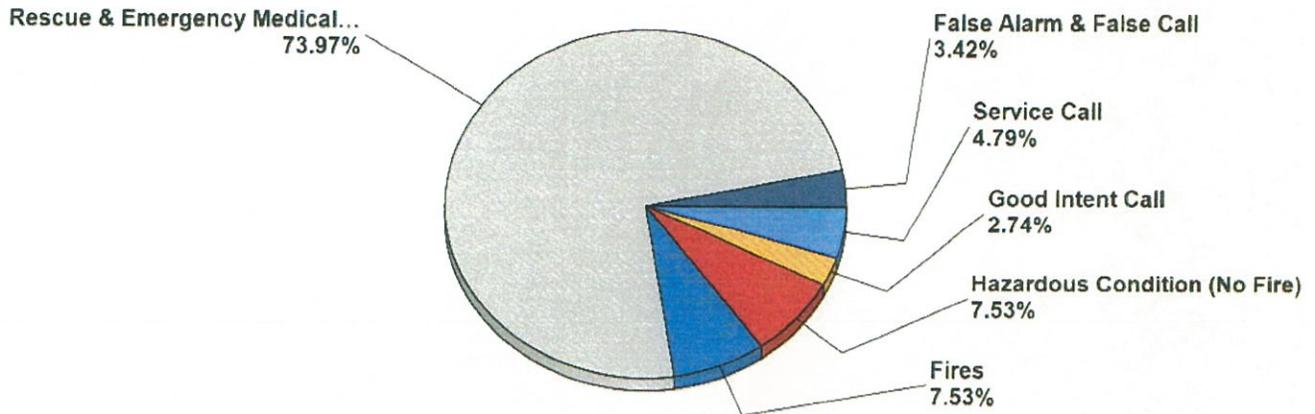
Lampasas, TX

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Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 10/01/2019 | End Date: 10/31/2019



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	11	7.53%
Rescue & Emergency Medical Service	108	73.97%
Hazardous Condition (No Fire)	11	7.53%
Service Call	7	4.79%
Good Intent Call	4	2.74%
False Alarm & False Call	5	3.42%
TOTAL	146	100.00%

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

Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
100 - Fire, other	2	1.37%
111 - Building fire	1	0.68%
112 - Fires in structure other than in a building	1	0.68%
118 - Trash or rubbish fire, contained	1	0.68%
131 - Passenger vehicle fire	1	0.68%
143 - Grass fire	3	2.05%
150 - Outside rubbish fire, other	1	0.68%
151 - Outside rubbish, trash or waste fire	1	0.68%
311 - Medical assist, assist EMS crew	85	58.22%
320 - Emergency medical service, other	2	1.37%
322 - Motor vehicle accident with injuries	4	2.74%
324 - Motor vehicle accident with no injuries.	16	10.96%
352 - Extrication of victim(s) from vehicle	1	0.68%
412 - Gas leak (natural gas or LPG)	6	4.11%
440 - Electrical wiring/equipment problem, other	1	0.68%
463 - Vehicle accident, general cleanup	3	2.05%
480 - Attempted burning, illegal action, other	1	0.68%
510 - Person in distress, other	1	0.68%
531 - Smoke or odor removal	1	0.68%
550 - Public service assistance, other	1	0.68%
551 - Assist police or other governmental agency	1	0.68%
561 - Unauthorized burning	3	2.05%
611 - Dispatched & cancelled en route	4	2.74%
700 - False alarm or false call, other	1	0.68%
743 - Smoke detector activation, no fire - unintentional	1	0.68%
744 - Detector activation, no fire - unintentional	1	0.68%
745 - Alarm system activation, no fire - unintentional	2	1.37%
TOTAL INCIDENTS:	146	100.00%

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

Lampasas Fire Department

Lampasas, TX

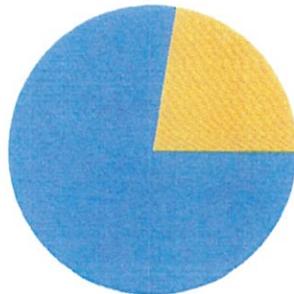
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Count of Incidents by Incident Type per Zone

Incident Status: Reviewed | Start Date: 10/01/2019 | End Date: 10/31/2019

% of Incidents per Zone



■ City Limits - City Limits
■ County - County

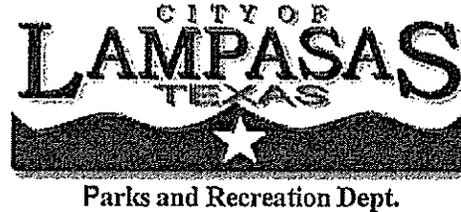
INCIDENT TYPE	# INCIDENTS	% of TOTAL
City Limits - City Limits		
151 - Outside rubbish, trash or waste fire	1	0.68%
311 - Medical assist, assist EMS crew	76	52.05%
320 - Emergency medical service, other	2	1.37%
322 - Motor vehicle accident with injuries	2	1.37%
324 - Motor vehicle accident with no injuries.	12	8.22%
412 - Gas leak (natural gas or LPG)	6	4.11%
440 - Electrical wiring/equipment problem, other	1	0.68%
463 - Vehicle accident, general cleanup	2	1.37%
510 - Person in distress, other	1	0.68%
561 - Unauthorized burning	1	0.68%
611 - Dispatched & cancelled en route	4	2.74%
700 - False alarm or false call, other	1	0.68%
743 - Smoke detector activation, no fire - unintentional	1	0.68%
744 - Detector activation, no fire - unintentional	1	0.68%
745 - Alarm system activation, no fire - unintentional	2	1.37%
Zone: City Limits - City Limits Total Incident:	113	77.40%
County - County		
100 - Fire, other	2	1.37%
111 - Building fire	1	0.68%
112 - Fires in structure other than in a building	1	0.68%
118 - Trash or rubbish fire, contained	1	0.68%
131 - Passenger vehicle fire	1	0.68%
143 - Grass fire	3	2.05%
150 - Outside rubbish fire, other	1	0.68%
311 - Medical assist, assist EMS crew	9	6.16%
322 - Motor vehicle accident with injuries	2	1.37%
324 - Motor vehicle accident with no injuries.	4	2.74%
352 - Extrication of victim(s) from vehicle	1	0.68%

Report shows count of incidents for Status selected.

463 - Vehicle accident, general cleanup	1	0.68%
480 - Attempted burning, illegal action, other	1	0.68%
531 - Smoke or odor removal	1	0.68%
550 - Public service assistance, other	1	0.68%
551 - Assist police or other governmental agency	1	0.68%
561 - Unauthorized burning	2	1.37%
Zone: County - County Total Incident:	33	22.60%
TOTAL INCIDENTS FOR ALL ZONES:	146	100%

Report shows count of incidents for Status selected.

Memo



To: Honorable Mayor and City Council Members
CC: Finley deGraffinried, City Manager
From: Chris Eicher, Director of Parks and Recreation
Date: November 20, 2019
Re: Monthly Report October 2019

PARKS

The Parks Department has been involved in several projects throughout the month of October. We prepped and painted all steel on new pavilion in Brook Park, We assisted Christmas On The Creek with planning and purchasing new Christmas decorations and décor for Brook Park, assisted H&H with tree lights in Brook Park, We prepped for and assisted with Young Eagles at the airport and Artober Fest at Campbell Park. We also had our annual BBQ cookoff at the city barn, and we assisted with Squared Silly. Along with the October events we spent lots of time mowing, weed eating, tree trimming, and doing equipment maintenance.

SPORTS FACILITIES

Our sports crew stayed busy with soccer field prep and maintenance, supervising and assisting with irrigation issues at 580 Sports Complex. They've also been very busy identifying and making repairs to our irrigation systems. Along with daily mowing and weed eating, fertilizing and aeration, fire ant treatments, and some tree trimming.

CEMETERY ACTIVITIES

(see attached report)

AIRPORT

- Daily inspections of hangers, fuel station, runway and taxiways
- Assisted with Pilot's Association Meeting
- Assisted with Young Eagles Event

**Department: Parks
Monthly Activity Report
MONTH OF OCTOBER 2019**

I) Regular Personnel Hours Available: 1200.00

LESS:

A)	Vacation Leave	64.00
B)	Sick Leave	32.00
C)	Supervision/Training	84.00
D)	Holiday	
E)	Other (?)	

SUB-TOTAL 180.00

PLUS:

A)	Over Time	57.00
B)	Temporary Labor	
C)	Part Time	
D)	Transfer	

SUB-TOTAL 57.00

TOTAL HOURS AVAILABLE FOR THE MONTH: 1077.00

II) Department Summary of Work Orders for the Month.

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

III) Department Projects for the Month.

<u>Christmas Decorations</u>	95.00	
<u>Artoberfest</u>	12.00	
<u>Young Eagle Flight Rally</u>	12.00	
<u>Other:</u>		
Sub-total Hours on Projects:		119.00

IV) Department Operations and Maintenance for the Month.

<u>Cleaning Parks</u>	180.00	
<u>Airport Maint.</u>	31.00	
<u>Mowing/Weed eating</u>	167.00	
<u>Building and Grounds</u>	358.00	
<u>Equipment/Vehicles/Shop</u>	122.00	
<u>Office/Meetings</u>	100.00	
Sub-total Hours on Projects:		958.00

TOTAL HOURS FOR DEPARTMENT 1077.00

V) Department's Proposed Projects for next Month

<u>Christmas Decorations</u>	200.00	
Total Estimated Hours on Proposed Projects:		200.00

WEEKLY WORK SCHEDULES
PARKS DEPARTMENT

WEEK OF: OCTOBER 27-NOVEMBER 2, 2019

	ESTIMATED	ACTUAL
TOTAL HOURS	240.00	240.00
OVERTIME	11.00	12.00
PART-TIME/TEMPORARY		
LESS VACATION	8.00	8.00
LESS SICK	8.00	8.00
SUPERVISION	20.00	20.00
LESS OTHER		
TOTAL HOURS	215.00	216.00
 WORK ORDERS		
# OF SCHEDULED/COMPLETED		
MAN HOURS		
NUMBER STILL OPEN		
TOTAL HOURS - WORK ORDERS	-	-
 PROJECTS		
CHRISTMAS DECORATIONS	24.00	24.00
TOTAL HOURS - PROJECTS	24.00	24.00
 OPERATIONS & MAINTENANCE		
CLEANING PARKS	36.00	36.00
AIRPORT MAINT.	5.00	5.00
MOWING/WEED EATING		
BUILDING/GROUNDS	110.00	113.00
EQUIP/VEHICLES/SHOP	20.00	18.00
TOTAL HOURS - O&M	171.00	172.00
 OTHER		
OFFICE	10.00	10.00
MEETINGS	10.00	10.00
TOTAL OTHER:	20.00	20.00
TOTAL CATAGORIES	215.00	216.00

Department: SPORTS FACILITIES
Monthly Activity Report
MONTH OF OCTOBER 2019

I) Regular Personnel Hours Available: 480.00

<u>LESS:</u>		
A) Vacation Leave		
B) Sick Leave		34.50
C) Supervision/Training		
D) Holiday		
E) Other (?)		
SUB-TOTAL		34.50

<u>PLUS:</u>		
A) Over Time		15.00
B) Temporary Labor		
C) Part Time		
D) Transfer		
SUB-TOTAL		15.00

TOTAL HOURS AVAILABLE FOR THE MONTH: 460.50

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.		
Spread Special Blend Fertilizer at 580 Complex		8.00
Other:		
Sub-total Hours on Projects:		8.00

IV) Department Operations and Maintenance for the Month.		
Cleaning Fields		110.00
Turf Management		110.00
Mowing/Weed eating		94.00
Building and Grounds		55.00
Equipment/Vehicles/Shop		75.50
Office/Meetings		8.00
Sub-total Hours on Projects:		452.50

TOTAL HOURS FOR DEPARTMENT 460.50

V) Department's Proposed Projects for Next Month		
Replace Section of Chain Link Fence at Gavin Garrett		24.00
Total Estimated Hours on Proposed Projects:		24.00

DEPARTMENT: CEMETERY
MONTHLY ACTIVITY REPORT

FOR THE MONTH OF: OCT 2019

Regular Personnel Hours Available:

552

LESS:

A)	Vacation Leave/Personal Day	0
B)	Sick Leave	8
C)	Jury Duty	0
D)	Other (holiday/bad weather)	0
E)	Supervision	25
SUB-TOTAL		33

PLUS:

A)	Transfer from Parks	0
B)	Seasonal Labor/Temp	0
C)	Other (Community service)	0
D)	Overtime	10.5
SUB-TOTAL		10.5

TOTAL HOURS AVAILABLE FOR THE MONTH: 529.5

Department Summary of Work Orders for the Month

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

Department Projects for the Month

0		0
0		0
0		0
Sub-total Hours on Special Projects:		0

Department Operations and Maintenance for the Month

Mowing & W/E	289	
Equip & Veh Maint	28	
Buildings & Grounds	172	
Office Operations	40.5	
Sub-total Hours on OM Projects:		529.5

OTHER

0		0
0		0
0		0
Sub-total Other		0

TOTAL HOURS FOR DEPARTMENT 529.5

Department's Proposed Projects for next Month

	0
	0
Total Estimated Hours on Proposed Projects:	0

Memo



Oak Hill Cemetery

To: Chris Eicher, Parks & Rec. Director
From: Duane Griffith Cemetery Crew Leader
Date: 11/20/2019
Re: End of the month report October

Interments	5	1 (Cremation)
Fee's for over site	\$425.00	
Sites sold	4)	\$2,300.00
Niche sales	0	
Beautification fund	\$246.00	
Visitors Assisted	7	
Level & Backfill sites	4	
Meetings Attended	1	
Permits Issued – n/c	2	
Permits Issued – chg	0	

- Veterans Day prep

Memo

To: Finley deGraffenried, City Manager
From: Monica Wright, Director of Information Systems
Date: Monday, November 4, 2019
Re: October 2019 Monthly Report



Information Systems

IT Service Tickets:

October 2018	October 2019	
231	319	+88 Service Tickets

Social Media Stats:

	October 2018	October 2019	
Facebook Followers	5,221	5,750	+529 FB page followers
Twitter Followers	360	472	+112 Twitter followers

Website Payments:

	October 2018	October 2019	
City Utility	307 \$121,272.86	390 \$143,779.36	+83 online payments +\$22,506.50
Municipal Court	26 \$5,382.64	45 \$9,776.39	+19 online payments +\$4,393.75

Website Stats:

	October 2018	October 2019	
Page Visits	9,836	9,208	-628 visits
Page Views	19,367	18,927	-440 page views
Downloads	2,658	1,285	-1,373 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 2019/2020 Projects:

- Configure/replace (2) host servers (Fall 2019) – **completed**
- Configure/install security cameras at Municipal Court (Fall 2019)- **completed**
- Obtain quotes/install HVAC mini split in IT Building server room (Fall 2019) - **completed**
- Configure/replace PD Video server (Fall 2019)
- Terminate data/power drops in PD Patrol Bay (Fall 2019)
- Upgrade all Windows 7 PCs (Fall 2019)
- Fiber termination at new WWW facility (Fall 2019)
- Install switch/configure network at new WWW building (Fall 2019)
- Configure/install (3) WAP's (wireless access points) at new WWW Building (Fall 2019)
- Implement Civic Plus Civic Clerk Agenda Management software (Fall 2019)
- Improvements to the IT Building (FY 19-20)
- City wide cyber security training for all employees (FY 19-20)
- Obtain quotes/configure/replace (17) PCs (FY 19-20)
- IT staff renew CJIS certifications (FY 19-20)
- Assist staff with migration to MyGov permitting software (FY 19-20)
- Implement network management software tools (FY 19-20)
- Installation of security cameras at Old City Hall (Fall 2019)

October Projects:

- Obtained quote for antivirus annual renewal/purchased
- Civic Plus Civic Clerk agreement signed and sent back
- Transferred Hostess House domain name to City domain registrar
- Setup mail forwarding for hostess house email/created new email account
- Obtained quote for network remote access software/purchased/configured/installed
- Phone vendor was onsite for state elevator inspection at Old City Hall: 10-9
- Configured/installed (2) replacement City Hall host servers
- Meeting to discuss PD replacement video server/Obtain quote/present to City Council
- Obtained quotes for IT building HVAC mini split/installation
- PD TDEX PC back online
- Purchased PD rack mount UPS/installed
- Attended cyber security webinar: 10-17
- Configured/installed security cameras at Municipal Court
- Replaced failed HD on PD NAS
- Installed/configured Microsoft Sql on PD Badge Server
- Assisted PD with PD ID Card maker software/employee cards
- Updated CodeRed information/pages on City's website
- Configured/installed replacement switch at Municipal Court
- Configured/installed wireless conference phone at Old City Hall
- Configured/tested A/V equipment at Old City Hall prior to City Council meeting
- Quote for furnishings at Old City Hall/purchased
- Configured City Hall WAP's/relocated
- Azbell onsite for A/V issue: 10-25
- Installed PD RMS software update w/ new legislative law updates

November Projects:

- Meeting w/ Chamber of Commerce regarding new website
- Meeting w/ staff & Verizon: 11-13
- Meeting w/ staff regarding MyGov permitting software
- Civic Clerk project timeline/implementation
- Create Hostess House pages on website
- Assist staff with facility module on website for Hostess House reservations
- Terminate data cables in PD patrol bay
- Schedule onsite day for fiber termination at WWW
- Configure/install network management software
- Install replacement 100ft fiber patch cable at Old City Hall
- Relocate PD patrol color laser printer
- Quote for Windows 7 upgrade licenses/purchase
- Run Cat 6 cable for cameras at Old City Hall
- Configure/install cameras at Old City Hall
- Run network cable/terminate at IT Building
- Quotes for IT Building improvements
- Install patch panel in IT server rack at IT Building
- Install Cat 6 jack terminations/wall plates at IT Building
- Relocate IT inventory to IT Building
- Schedule TSM Consulting onsite days
- Assist staff w/ MyGov permitting software

Daily/Weekly/Monthly Tasks:

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

Future Projects & Goals:

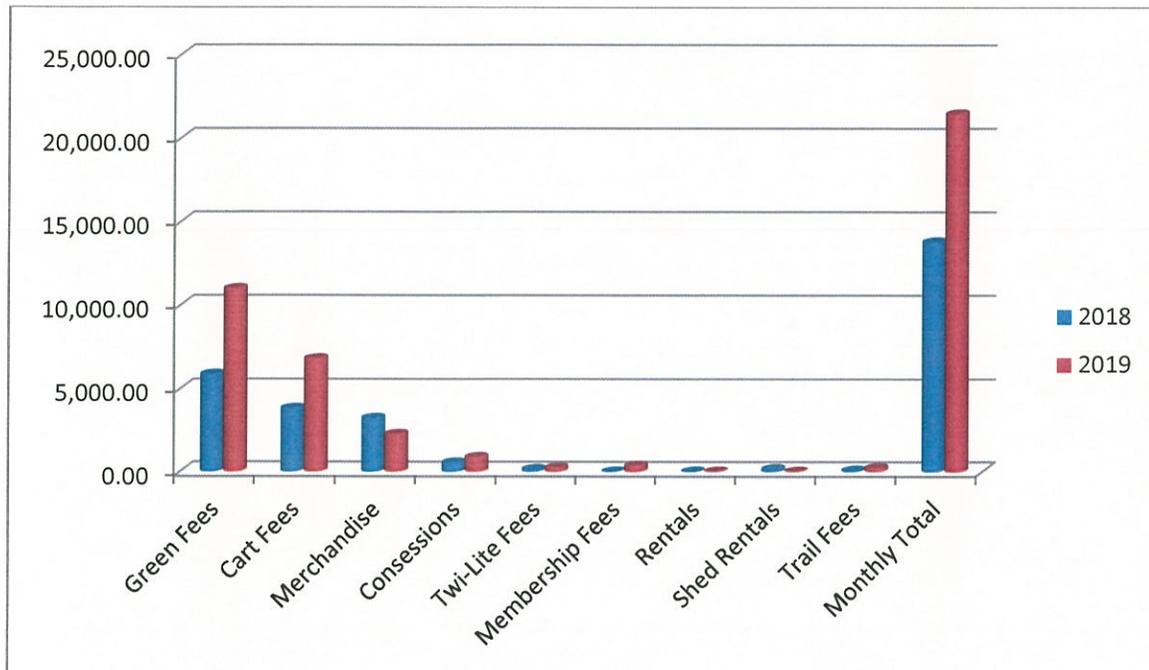
- Research/implement timesheet/time off request software (2019-2020)
- Order additional Meter Reader Tablet/Laptop for automated meter reads (2020-2021)
- Research/implement digital/paperless software (2020-2021)
- Point to Point wireless Internet solution for locations not on fiber (2020-2021)
- Replace Library Useful server/thin clients (2020-2021)
- Microsoft Office Exchange Email Archive (2020-2021)
- Re-cable all City buildings in preparation for VOIP infrastructure (2020-2021)
- City-wide building VOIP phone software solution (2021-2022)

LAMPASAS PUBLIC LIBRARY

OCTOBER 2019

Circulation	We circulated 5,770 items in October, which is up 2% from September (5,657).
Door Count	The October door count (6,998) was up 60.5% from last month, mostly due to BBQ for Books. Without that day's door count, the total would have been 5,096, which would still have been up 16.9%.
Internet Usage	Internet usage (638) was down 5.6% from September (676).
Wifi Usage	We had 277 distinct clients use the public wifi in October, which is up 8.6% from September. There was an average of 21 users per day, up 10.5% from last month.
Text Interactions	We communicated, via text messages, with 131 unique phone numbers in October, which is up 7.4% from September (122). We sent/received a total of 774 messages, which is up 10.1% from last month (703).
October Programs	We offered 12 programs in October (vs. 10 in September), which included story times, How Pinteresting!, Cornelia Key Book Club, 42 Club, Lego Robotics, Spanish for Kids, Spanish 101, and the Genealogy Workshop.
October Attendance	Total attendance for October programs was 152, compared to 278 in September (mostly due to the "Cards & Cones" event).
Upcoming Programs	November programs include story times, Cornelia Key Book Club, Lego Robotics, How Pinteresting!, Spanish 101 (for adults), Spanish for Kids, Diabetes Health Talk, Maintain—No Gain, and 42 Club.
Design Institute	Shanda, Emily, and Jennifer Walker attended the Library Journal Design Institute. We were able to network with various architects and designers, as well as participate in breakout sessions, which allowed us to focus on specific design challenges. It was informative and inspiring.
BBQ for Books	This year's event was another success! This is a big undertaking – selling over 950 tickets and then preparing that many meals, and we couldn't do it without the help of our many volunteers. We had over 100 people contribute their time in one way or another. And, of course, we want to thank everyone who bought tickets! We really do appreciate your continued support of the library. THANK YOU ALL!!

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





Memo

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

- Normal daily and weekly mowing of the greens, tees, rough and fairways.
- Applied 800 lbs. of Gypsum on the greens.
- Applied 600 lbs. of 0-0-30 (potash) on the greens.
- Applied 300 lbs. of fertilizer on the greens.
- Applied 900 lbs. of Hi Calcium Lime on the greens.
- Sprayed the greens with Indemnify (insecticide) to control nematodes. Nematodes are a microscopic organism that feeds on the roots of plants.
- Power washed all the rental carts and checked the water in the batteries.
- The golf course grounds crew did maintenance on all the courses equipment.
- The grounds crew replaced and repaired numerous sprinkler heads on the course.

OCTOBER TOURNAMENTS:

- October 12 – High-School Fall Classic, 86 golfers.
- October 26 – Colorado Cattle Women’s Night Golf Tournament, 34 golfers.

CITY SECRETARY DEPARTMENT/ OCTOBER 2019 MONTHLY REPORT

Brief Monthly Overview of Department Employees:

Christina Marez, City Secretary

- Post Board and Committee meetings' agendas
- Assisted the Accountant(s) with payroll checks and Employee Longevity checks
- Assist, as needed, with the Building & Planning Department
- Attend weekly Director's meetings; attended and took minutes of October 14 & 28 regular Council meetings
- Processed (6) Open Records Requests; does not include those that Becky or Vicki may have responded to
- Attended a TMCCP seminar on October 23-25
- Attended the CPAC meeting at the Hostess House on October 22
- HR Department responsibilities, as well as City Secretary responsibilities

Becky Sims, Zoning Administrator/Assistant City Secretary

- Works with and supports the City Manager, City Secretary, Building Official and Directors on various projects as needed
- Building Department responsibilities, handles all Planning & Zoning responsibilities
- Prepares City Council Packets, Planning & Zoning and ZBA Packets
- Prepared and facilitated the Zoning Board of Adjustments meeting held on October 15, 2019; the Airport Zoning Board of Adjustments meeting held on October 17; and the CPAC meeting held on October 22, 2019
- Attended the October 14 & October 28 regular Council meetings

Vicki Tower, Assistant City Secretary

- Assist the City Manager, City Secretary, Zoning Administrator, Building Official and Directors with daily operations
- Cross training in Human Resources; assists with Records Management
- Maintains Monthly Newsletter on City Website
- Prepares and posts LEDC, Parks & Airport agendas and minutes on websites, post City Council minutes on website upon Council approval.
- Handles the reservations and rentals of the Historic Hostess House, Hancock Park Pavilion and Ruth Eakin Outdoor Theater
- Maintains inspection and registration process for all City vehicles
- Attended & prepared minutes for the October 16 LEDC Board meeting, October 9 Airport Board meeting and October 17 Parks Board meeting
- Attended the October 14 & October 28 Council meetings.

Ramon Canada, Custodian

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

Personnel Information–

- 115 Fulltime positions & 16 Part-time positions; there are presently 3 F/T & 1 P/T vacancies: Development Services Director, Parks Maintenance Technician and Building Maintenance/Custodian. The 1 P/T vacancy is a Firefighter position.
- Dustin Hoemig was hired as a Light Equipment Operator in the Street Dept. He started effective November 4.
- Casey Perry was hired as a P/T Firefighter. He started effective November 13.

To: Finley deGraffenried, City Manager
From: Sammy Bailey, Chief of Police
Date: November
Ref: City Council October 2019 Monthly Report

October was a busy month for community participation with National Night Out, Artober and the Fall Festival, Job Fair, BBQ for books, DEA Drug Take Back, Squared Silly, and the Queso Fest.

We attended meetings with the Mexican Consulate, DRT & TxDOT, Comprehensive Plan, Congressman Williams, and participated in a Point of Dispensary Table Top exercise hosted by the Health Department and Angela Rainwater the County Emergency Management Coordinator. SRO Sgt. Steve Sheldon attended Taser Instructor training and will be tasked with the department Taser training.

We made conditional job offers to two individuals, William Cole Nicholas and Courtney Glas. Nicholas is attending the Basic Central Texas Police Academy and Glas is attending the extended Police Academy. Both are doing well and should graduate in early December.

We are working on updating FEMA/ICS training. We constantly update our Standard Operating Procedures and are in the process again of updating. Starting October 1, 2019 we implemented a very strict facial hair policy, allowing well-groomed facial hair on male members of the department.

- It's that time of year we start seeing variations in our statistics. We saw 116 less calls as compared to last year (10538 vs. 10422). This decrease came by way of less escorts (788 vs. 750), less 911 calls (2426 vs. 2271) and less motorist assist (546 vs. 511), as compared to last year. Incidents reported have a decrease from 561 to 545 as compared to last year.
- We are still seeing increases in felony and misdemeanors reported with 1416 total cases reported vs. 1308 in October 2018. As the cases increase, we are able to maintain our cleared rate (938 vs. 888).
- Our total department arrest are up from 2540 to 2923 and our overall department contacts are up from 7283 to 8317. These statistics include an increase from 32 to 51 DWI's, from 131 to 173 marijuana/drug possession charges, juvenile tobacco possession from 7 to 18. Not included in the total department contacts but just as important, we increased our field contacts from 124 to 142 and Public Relations from 186 to 248. We continue to have increases in accidents, we review accident areas and increase traffic enforcement in those areas. We are also using the radar trailer to calculate patterns of disregard for speed and returning to work those areas during those patterns.
- Code enforcement had an increase in complaints from 468 to 503. Animal Control has a decrease in calls from 1790 to 1726 and a substantial increase in impounds from 483 to 607.
- Our CPAAA volunteers gave us 109.25 of their time this month. We are short-handed and they have been a blessing filling in personnel gaps at events.

Sgt. Investigator Nick Roberts provided pre-warnings and worked Halloween Night to ensure that those that are required to follow the City of Lampasas Sex Offender Residency Ordinance did so and were not in violation.

	October-19	YTD	10/2018 YTD
ACCIDENTS:			
MINOR ACCIDENTS	31	217	202
MAJOR ACCIDENTS	2	24	21
FATAL ACCIDENTS	0	0	0
TOTAL ACCIDENTS	33	241	223
CODE ENFORCEMENT:			
HIGH WEEDS & TRASH	14	232	264
JUNK / UNREGISTERED VEHICLES	2	43	80
SUBSTANDARD HOUSING	1	6	5
BUILDING COMPLAINTS	0	2	3
MISCELLANEOUS	18	220	116
TOTAL CODE COMPLAINTS	35	503	468
DAILY ACTIVITIES:			
CALLS FOR SERVICE	1052	10422	10538
TELEPHONE CALLS RECEIVED	5496	53202	21095
ESCORTS	86	750	788
MOTORIST ASSISTS	55	546	511
EMERGENCY ORDER OF DETENTION	1	12	
BEHAVIORAL CRISIS	6	47	
911 CALLS	268	2271	2426
TEXT TO 911	0	0	
OPEN RECORD REQUESTS	27	356	
*Beginning March 2019 we were given access to electronic 'calls received' counts vs hand-tallied counts (Jan / Feb adjusted)			
ANIMAL CONTROL:			
ANIMAL CFS & FOLLOW UPS	181	1726	1790
ANIMAL IMPOUNDS	75	607	483
CPAAA VOLUNTEER HOURS:	109.25	710.50	290.85

WARRANT TOTALS

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

	Oct-19	YTD	10/2018 YTD
WARRANT TOTALS:			
LMC WARRANTS ISSUED	62	632	804
LMC WARRANTS RECALLED	56	591	1915
LMC WARRANTS SERVED OR PYMT ARRANGEMENTS MADE AT LMC	15	328	320
LMC WARRANTS PAID AT LMC / PD	0	5	51

	Oct-19	YTD	08/2018 TO YTD
WARRANT \$ AMOUNTS:			
LMC WARRANTS ISSUED	\$37,609.38	\$402,203.32	\$136,067.79
LMC WARRANTS RECALLED	\$30,066.01	\$323,204.97	\$100,797.12
LMC WARRANTS SERVED OR PYMT ARRANGEMENTS MADE AT LMC	\$9,321.06	\$209,795.90	\$60,048.21
MONEY COLLECTED AT PD	\$0.00	\$2,833.37	\$3,741.50

Report Prepared by Kelli Sanguinet 11/05/2019



Finance/Utility Billing & Collection

MEMO

Date: November 20, 2019

To: Finley deGraffenried, City Manager

From: *YMM* Yvonne Moreno, Finance Director

RE: Monthly Report for October 2019

Finance Department:

- * Working on getting all purchase orders in and paid for FY 18-19.
- * Working on year end journal entries.
- * Reviewed all Journal entries.
- * Accounts Payables processing is on a regular schedule and bills are processed on a weekly basis ensuring that our expenses are stated in a timely manner.
- * All payments for the 2016 CO projects are transferred from TexPool Prime to Bancorp South to cover those invoices. Interest earned for October was \$1,775.06
- * Coordinated with City Manager regarding investment held in Frost safekeeping.
- * Worked with McCall, Parkhurst, and Horton regarding 2019 Refunding
- * Sales Tax for October was \$162,668 which is an increase of 8.54% from October of 2018.
- * Reconciled 18 bank accounts
 - Processed 428 Accounts Payable Checks
 - Processed Bi-Weekly Payroll and Longevity Checks

Utility Department:

- The Electric billing for October was 12.54% higher than was billed in October 2018.
The Water billing for October 2019 was 20.21% higher than what was billed in October 2018.
- October Statistics for the department:

Total Water Customers	3,503
Total Wastewater Customers	2,812
Total Electric Customers	4,737
Residential Garbage Customers	2,699
Connects:	53
Disconnects:	47
Read In/Read Out:	38
Disconnects for Non-Pay:	21 (reconnected 5)

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City of Lampasas

M E M O

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

- Court Ruling** As Council is aware; Judge Adams issued his ruling on November 15th in favor of Kempner Water Supply Corporation and the City of Lampasas v. Central Texas Water. Although the Order granted our Motions for Summary Judgement, Our Counsel is preparing orders for the Judge's signature, and is also working to prepare the Final Judgement, which will include a request for reimbursement of reasonable attorneys' fees. After the Final Judgement is executed, Central Texas Water will have the opportunity to appeal.
- Toy Drive and Lunch** As a reminder, the annual Community Lunch and Toy Drive will be held on December 9th from 11:00 to 2:00 at the Fire Station. This long standing and successful event serves lunch to over 500 members of the Community and provides resources and toys for over 175 families in the Lampasas area.
- Library Sidewalks** On November 26th, City staff will be meeting with the selected contractor to review sidewalk plans and provide notice to proceed on the Library Park Project. The remainder of the Project will be funded by the Library Foundation to include walls, sitting areas, landscaping and artwork. The City's portion of the project will include sidewalks on Western and Second with a ramp at the intersection.
- Closeout** Yvonne is working to close FY 2018-2019 books by November 30th. Outstanding purchase orders, journal entries and corrections to correctly allocate income and expense are being made. When she is done, staff will prepare a pre-audit report for Council that will review budget performance, fund balance, and investments.
- Development Staff** The City has started advertising for a Development Director to meet the needs and demands of community growth. The position will initially provide leadership to the building, zoning and development functions, however; duties may increase over time depending on the skills of the incumbent and needs of the City. Staff plans to conduct an inclusive interview process for the position.
- Brown St Drainage** Current and previous staff have made initial contact with property owners regarding a possible drainage easement from Brown Street to Sulphur Creek. Although details of the project and easement have not been discussed, staff can report that owners are not opposed to continuing the discussion. As a reminder, under the current development design, without storm sewer, the peak flow will decrease slightly.

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City Manager

ITEM NO. 7.1

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

Subject:

Discussion and possible action regarding Eagle Scout Project regarding repair of WM Brook Park Ferry Docks and Lampasas Animal Shelter Food Drive.

Requested By: Dylan DePew, Eagle Scout

Submitted By: Becky Sims, Assistant City Secretary

Date Submitted: November 21, 2019

For the Agenda of: November 25, 2019

Procurement and Funding Statement:

N/A

Attachments: Presentation and Resume

Summary Statement:

Dylan DePew is asking Council to consider approving his project to repair the ferry docks at WM Brook Park and to coordinate a food drive for the Lampasas Animal Shelter. Mr. DePew presented his project ideas to the Parks and Recreation Advisory Board at the November 21, 2019 meeting and they voted to recommend approval to Council.

Recommendation:

To consider a motion to approve the Eagle Scout Project as presented.

Dylan D. M. DePew

80 Sue Ann, Lampasas, TX 76550 | 512-525-5753 | dyl3d1c@gmail.com

Resume

I am the son of Mr. Roy W. DePew and Jennifer L. DePew parents who became resident of Lampasas Texas in May of 2001. I was born in Austin Texas in 2002 and currently seventeen years old. My family and I are members of New Covenant Church of Lampasas, I have been an active scout with Troop 100 and Troop 200 for over 10 years and hold the rank of Life Scout. I have held many leaderships position and currently serve as Vice President of Lampasas High School Band.

As a senior this year I am on track to receive my 4th letter of endorsement in the following disciplines-Marching, Jazz and Symphonic bands. I am also proud to serve our community as a member of Height's Concert Band performing with them over the past two years.

I am taking AP courses and currently on the AB honor roll, this past year I was honored by Texas Music Educators Association for outstanding performance of musicianship, scholarship and citizenship and received the Texas Music Scholar award, I was also awarded Outstanding Musician Award 29th Annual JAZZFEST by Temple College Festival Director.

It is my hope, with continued hard work and public service to the community to complete my final requirements and be approved for the rank of Eagle Scout 2019.

LEADERSHIP AND EXPERIENCES

- Senior- Vice President of Lampasas High School Band, my responsibilities over this past summer were to attend all leadership workshop for the coordination of pulling maintenance and making minor repairs to middle school and high school band equipment, assist band director in preparing band room and marching field prior to the 2019 marching season. My assigned duties are to load and unload band instruments, and necessary equipment before all schedule performances, ensure the filling and emptying of water containers. I continue to mentor junior band members and volunteer with others to work odd jobs, participate in fund raising events that support the overall goals of Lampasas High School Band and Booster Club.
- Junior- Brass Captain & Section Leader Lampasas High School, my responsibilities were to attend all leadership workshops over the summer, learn leadership skills in setting example, of good citizenship, musicianship with proper maintenance and care of school instruments, mentor squad leaders, and junior band members in the progress of learning sheet music. Duties were to begin warm-up, print out sheet music and oversee cleanliness of lockers and section areas.
- Sophomore- Vice President of Lampasas High School, my responsibilities were to attend all leadership workshop for the coordination of pulling maintenance and making minor repairs to middle school and high school band equipment, assist band director in preparing band room and marching field prior to the 2017 marching season. Duties included oversight of loading and unloading of our schools' instruments for all

the away games and concerts, filling the water cow for every marching band rehearsal. and section leader for the low brass, responsible for printing and giving out music for the whole low brass section.

- My freshman year, I set my goals high and signed up for all Pre-AP classes, along with Marching, Wind Ensemble and Jazz bands. I arrived early and stayed late to be proficient and master the instruments assigned to me, I was excited and proud to be part of Lampasas Marching band, for it was the first time in Lampasas Badger Band history that the band had made Area Marching Finals. I participated in all fund raiser activities, had perfect attendance and complete my freshman year as an AB honor student. I also attended Tarleton College Band Leadership course and Texas Bandmaster Association (TBA) leadership course over the summer to become eligible and qualify for a leadership role. I was honored to be selected to serve as Vice President of Lampasas Badger Band my Sophomore year.

Leadership roles outside of school activities

- Member of Boy Scouts of America since 2009. I have held the following leadership positions, as Senior Patrol Leader, Quarter Master, Chaplain Aid and Arrow of Light scout. I currently hold the rank of Life Scout- working with the City of Lampasas Parks Board and Local sponsors within the community on the final stages of approving my Eagle Scout Packet (WM Brook Parks Ferry Docks) and (Animal Shelter Food Drive) with estimated date of completion projected mid-December.
- Awarded Certificate of Completion (thirty-one Merit Badges) Boy Scouts of America
- Awarded Certificate of Completion (CPR AED Heart-Saver) American Heart Association
- Attended Baylor College Band Camp 2018
- Attended All-UIL Region Tryouts 2016-2019
- Member of Height's Concert Band 2018-2019
- Youth Member of Academy of Model Aeronautics since 2018-2019

Dylan DePew
Vice President
Lampasas High School Band

WM Brook Ferry Docks Eagle Scout Project Lampasas Troop 200 Presentation

By Dylan DePew
Vice President Badger Band
Lampasas High School

Project Goals & Objectives

- Give informal presentation and address concerns raise during Lampasas County City Counsel workshop meeting, November 21, 2019
- Request the appropriate city authorities to approve the proposed plans and documents for Eagle Scout Project; WM Brook Park Ferry Docks and Lampasas Animal Shelter food donation drive.
- Implement Phase 1 and 2 with the expected date of completion mid-December 2019.
- Scope of work- will consist of linking up with Lampasas City Parks and Recreation maintenance crew for a field inspections of both docks and determine existent of repairs to be made, and limits of seeding. I will review City Codes and Regulations deems necessary and make myself and Troop 200 available to all safety and construction standard's and specifications. Depth of repairs will consist of replacement of only unsafe boards, grouting the top portions of piles worn by weathering and reseal decking planks to extend the life cycle and future repairs. The project will also consist of the reseeded of topsoil in and around the ferry docks worn out from content use.
- Dates for Donations & Fund-raising events, will be coordinated thru the local animal shelter and local sponsors . Estimated Cost of materials less than \$300. See attached itemized sheet attached.

Phase One: Fundraising Activities

- Coordinate with Lampasas Police Department to ensure all fund-raising activities are following all city code and regulations.
- Visit with local managers to sponsor booths at the following locations- Walmart, Tractor Supply, ACE Hardware, and HEB. This should ensure a higher chance of meeting our expected goals of \$300 dollars for materials to be used to make repairs to the ferry docks and 500 lbs. of cat and dog food for the local animal shelter.
- Organize a workshop with Troop 200 and former Eagle Scouts to design banners and flyers for fundraiser activities and coordinated the volunteers to work booths and make repairs to docks and topsoil. See attached Timeline Calendar November 2019



Pictures Fund Raising Sights & Animal Shelter

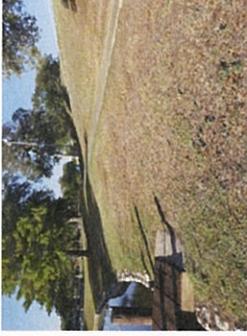


Phase Two: Scope of work

- Pick up all donated and purchase materials necessary to complete this project. The materials being woodplanks, grouting mixture, texture flex-sealant , and wood screws. Equipment will consist of safety cones, and flagging tape, trowel & buckets, drop cloth, pry-bar, hammers, power tools, rollers and brushes to texture surface of decking planks.
- Under the supervision of a Scout Committee Couch, the team will set up a twenty-foot radius work zone, with posting of safety signs, cones and flagging tape. The team will continue with the removal of only designated boards and decking planks deem unsafe for public use, replace planks, cap docks piles with grouting mix, then apply texture sealant to the top surfaces of decking planks. The crew will complete days activities with cleaning up work area and seeding topsoil along ferry docks.
- Will coordinate with City Parks for a final walk thru before the removal of safety cones, signs and flagging.



Pictures of items to be repaired and seeded



November 2019

November

December

Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
					1	2	1	2	3	4	5	6	7
3	4	5	6	7	8	9	8	9	10	11	12	13	14
10	11	12	13	14	15	16	15	16	17	18	19	20	21
17	18	19	20	21	22	23	22	23	24	25	26	27	28
24	25	26	27	28	29	30	29	30	31				

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
27	28	29	30	31	11/1	2

Halloween

3	4	5	6	7	8	9
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Daylight Saving Time

10	11	12	13	14	15	16
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Veterans Day

17	18	19	20	21	22	23
----	----	----	----	----	----	----

6p City Parks Voted fr Contact Larry and suk

24	25	26	27	28	29	30
----	----	----	----	----	----	----

6p Final Approval to 8a Ace Hardware Lampasas -----

8a Tractor Supply Fur 8a Tractor Supply Fund Raiser -----

8a Wal Mart Lampasas 8a Wal Mart Lampasas -----

Thanksgiving Day Black Friday

December 2019

December

January

Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7				1	2	3	4
8	9	10	11	12	13	14	5	6	7	8	9	10	11
15	16	17	18	19	20	21	12	13	14	15	16	17	18
22	23	24	25	26	27	28	19	20	21	22	23	24	25
29	30	31					26	27	28	29	30	31	

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
12/1	2	3	4	5	6	7

8a Ace Hardware Lampasas -----|

8a Tractor Supply Fund Raiser -----|

8a Wal Mart Lampasas -----|

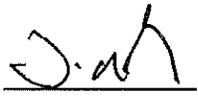
8	9	10	11	12	13	14
				Drain Lampasas River	Begin Make Repairs to	Completed Repairs Fu

15	16	17	18	19	20	21
	Lampasas New Paper					
	Meet with Sponsors fr					

22	23	24	25	26	27	28
		Christmas Eve	Christmas Day			

29	30	31	1/1	2	3	4
		New Year's Eve	New Year's Day			

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City Manager

ITEM NO. 7.2

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

Subject:

Discussion and possible action regarding appointment of board member to Parks and Recreation Advisory Board.

Requested By: Becky Sims, Assistant City Secretary

Submitted By: Becky Sims, Assistant City Secretary

Date Submitted: November 21, 2019

For the Agenda of: November 25, 2019

Procurement and Funding Statement:

Attachments: applications

Summary Statement:

The Parks and Recreational Advisory Board currently has an at-large position to be filled. The board met November 22, 2019 and reviewed interested applicants to fill that position. They voted to recommend appointment to Tasha Bates.

Recommendation:

To consider a motion to appoint Tasha Bates to fill the vacant at-large position on the Parks and Recreational Advisory Board.



City Secretary's Office
312 East Third Street
Lampasas, Texas 76550
(512) 556-6831
Fax# (512) 556-8083

Email: Becky@cityoflampasas.com
Christina@cityoflampasas.com

Please indicate board/commission/committee preference(s):

- Airport Advisory Board
- Capital Improvement Program Committee
- Golf Course Advisory Board
- Economic Development Corporation Board
- Construction Board of Adjustments and Appeals
- Library Advisory Board
- Parks & Recreation Advisory Board
- Planning and Zoning Commission
- Zoning Board of Adjustment
- Airport Zoning Board of Adjustment

Name(print): Bruce Hayward Email: BruceHaywood@att.net

Home Address: _____ Home Phone: _____

Business Address: N/A Business Phone: N/A

Resident of City of Lampasas ✓ 29 Years/Months

Resident of Lampasas County 29 Years/Months

Voter Registration Number: 1062331578

Occupation: Retired

Education: CC, City College of Chicago, University of Maryland (overseas) U.S. Army no Degree

Special Knowledge or Experience Applicable to City Board/Commission/Committee Function:
Killeen Daily Herald & KOOL Radio Marketing Executive 5 years & DJ
5 years KOOL-Advertising 10 years total. European Staff & Scripts 6 years.

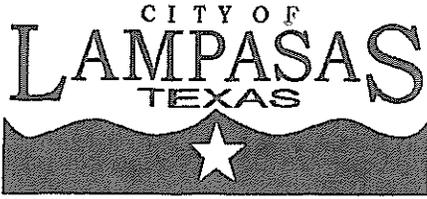
Other Information (Civic Activities, etc)
LC Dem's. City Hall Attendance, County Commissioner Attendance
100% Service Connected Veterans Admin. member Disabled American Veteran

Please attach resume or additional experience to application

I have attended one or more meetings of the board/commission/committee for which I have applied: yes
no

Signature: [Signature] Date: 9/24/2019

PLEASE RETURN COMPLETED FORM TO THE CITY SECRETARY'S OFFICE AT CITY HALL



City Secretary's Office
 312 East Third Street
 Lampasas, Texas 76550
 (512) 556-6831
 Fax# (512) 556-8083
 Email: Becky@cityoflampasas.com
Christina@cityoflampasas.com

Please indicate board/commission/committee preference(s):

- Airport Advisory Board
- Capital Improvement Program Committee
- Golf Course Advisory Board
- Economic Development Corporation Board
- Construction Board of Adjustments and Appeals
- Joint Airport Board of Adjustment
- Library Advisory Board
- Parks & Recreation Advisory Board
- Planning and Zoning Commission
- Zoning Board of Adjustment

Name(print): Tasha Bates Email: tbenton5416@yahoo.com

Home Address: _____ Home Phone: _____

Business Address: _____ Business Phone: _____

Resident of City of Lampasas 5 Years/Months
 Resident of Lampasas County 13 Years/Months

Voter Registration Number: _____

Occupation: Lampasas County & Broken B Electric

Education: BS - Marketing

Special Knowledge or Experience Applicable to City Board/Commission/Committee Function:

Other Information (Civic Activities, etc)

Kiwanis

Please attach resume or additional experience to application

I have attended one or more meetings of the board/commission/committee for which I have applied: yes no

Signature: T. Bates Date: 10/25/18

PLEASE RETURN COMPLETED FORM TO THE CITY SECRETARY'S OFFICE AT CITY HALL

Tasha Bates

Work History:

Court Collections & Deputy Auditor with Lampasas County: 10/2007 to current

Duties include: collection of fines and fees for the court system, internal auditing of various departments, inventory review and depreciation reports. I also report or present information to the commissioners and manage a budget.

Financial Manager with Broken B Erectors: 2/2013 to current

Duties include: accounts payable and general book keeping duties. I also help make management & financial decisions for the company.

General Manager & sales with Lampasas Radio: 2/2006 – 10/2007

Duties included: advertising sales for radio & print as well as daily management of employees and event coordination. I also handled collections, news or story writing and was the occasional on-air personality.

Inventory Control with Wal-Mart: 9/2005 – 2/2006

Duties included: stocking, merchandising and customer service.

Chiropractic Assistant with Heights Chiropractic: 5/2005 – 7/2005

Duties included: front office assistant, sales and marketing

Marketing Consultant with KXEO/KWWR radio: 4/2004 – 2/2005

Duties included: radio sales, advertising copy and customer service.

Education:

Bachelor of Science in Marketing from Lincoln University- Jefferson City, MO.

Skills:

Business: Beyond my education, I've had several years in direct and indirect sales and market research. I understand the distribution process and promotions. I've also drafted some business plans and marketing plans.

Leadership: I've held positions that have allowed me to lead initiatives and or new programs. I've led numerous committees non-professionally and coordinated events or fundraisers.

Accounting: I utilize basic accounting principles, including accounts receivable, accounts payable and payroll. I have some bookkeeping skills and experience with reviewing different departments monetary and office procedures.

Office/Administrative: I've used a variety of systems for accounting purposes and I'm familiar with Microsoft office. I'm quick and easy to learn new things if I'm unfamiliar with a system.

PO Box 605/10088 CR 1255, Lampasas, TX 76550
(512) 564-0154; tbenton5416@yahoo.com


City ManagerITEM NO. 7.3

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

Subject:

Discussion and possible action regarding Holiday Schedule and cancelling the December 23, 2019 City Council Meeting.

Requested By: Becky Sims, Assistant City Secretary

Submitted By: Becky Sims, Assistant City Secretary

Date Submitted: November 21, 2019

For the Agenda of: November 25, 2019

Procurement and Funding Statement:

Attachments:

Summary Statement:

Staff has placed this item on the agenda to discuss the City Holiday Schedule and ask to consider cancelling the December 23, 2019 City Council Meeting.

Recommendation:

To consider a motion to approve the request to cancel the City Council Meeting scheduled for December 23, 2019

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October 29, 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 October 01, 2019 through December 31, 2019 in the amount of \$6,187.36.

This payment is based on the period July 01, 2019 through September 30, 2019 and is due on or before November 15, 2019. The attached report contains supporting information for this payment.

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

A handwritten signature in blue ink, appearing to read "Randy Hartford", written over a horizontal line.

Randy Hartford
Atmos Energy

Enclosure

Atmos Energy
Franchise Payment Report

City Of Lampasas, TX

Revenue Period: July 01, 2019 through September 30, 2019

Date Due: 11/15/2019

Date Paid:

Category	Gross Revenue	Rate	Payment
Residential Sales	100,997.16	3.0000	3,029.91
Misc. Service Charges - Residential	3,112.05	3.0000	93.36
Commercial Sales	46,505.88	3.0000	1,395.17
Misc. Service Charges - Commercial	279.00	3.0000	8.37
Commercial Governmental Sales	3,288.22	3.0000	98.65
Transportation Sales	20,645.09	3.0000	619.35
3rd Party Value of Gas			942.55
	\$ 174,827.40		\$ 6,187.36

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.

October 29, 2019



Brian Conner

Dir State & Local Tax

RECEIVED

NOV 12 2019

BY:

NOTICE OF RATE CHANGE REQUEST

On November 8, 2019, Fannin County Electric Cooperative, Inc. (FCEC) filed its Application for Interim Update of Wholesale Transmission Rates pursuant to 16 Texas Administrative Code (TAC) § 25.192(h). FCEC's Application seeks an interim adjustment to the previously approved transmission cost of service and wholesale transmission rate due to changes in transmission investment from the level currently authorized in rates. If approved, the total rate base interim decrease will be \$(282,064), with a total annual revenue requirement interim increase of \$10,726, and an interim wholesale transmission rate of \$0.002192 per kilowatt. The proposed interim revenue requirement increase represents a 7.6% increase in FCEC's wholesale transmission revenue requirement. FCEC has requested that the proposed transmission rate be implemented as soon as possible.

Because the Application requests a revision to FCEC's wholesale transmission rate to reflect changes in its invested capital, affected customers include all distribution service providers who pay wholesale transmission charges pursuant to 16 TAC § 25.192.

A complete copy of FCEC's Application is available for inspection at the offices of McGinnis Lochridge, LLP, 600 Congress Ave., Suite 2100, Austin, Texas 78701.

Persons who wish to intervene in or comment upon these proceedings should notify the Public Utility Commission of Texas as soon as possible, as an intervention deadline will be imposed. 16 TAC § 25.192(h)(4)(A) establishes an intervention deadline of 21 days from the date service of notice is completed. A request to intervene or for further information should be made to the Public Utility Commission of Texas, P.O. Box 13326, Austin, Texas 78711-3326 and reference Docket No. 50218. Further information may also be obtained by calling the Public Utility Commission at (512) 936-7120 or (888) 782-8477. Hearing- and speech-impaired individuals with text telephones (TTY) may contact the commission at (512) 936-7136.

Fannin County Electric Cooperative, Inc.

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