

**NOTICE OF REGULAR MEETING OF THE GOVERNING BODY
OF THE CITY OF LAMPASAS, TEXAS
CITY COUNCIL CHAMBERS
302 E. THIRD STREET
Monday, October 28, 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, October 28, 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
5:30p.m.**

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

EXECUTIVE SESSION

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

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

Adjourn Executive Session into Special Session

SPECIAL SESSION

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

WORKSHOP SESSION

1. Call to order Workshop Session
2. Welcome and Opening Comments
3. Discussion regarding curb and gutter project in the 400 block of Chestnut Street. *(pgs. 5-6)*
4. Discussion regarding furnishings for the 1931 Roy L Thomas Building. *(pgs. 7-14)*
5. Discussion regarding Eagle Scout Project *(pgs. 15-18)*
6. Discussion regarding any item on the regular agenda

7. Adjourn Workshop Session

REGULAR SESSION
7:00 P.M.

ANNOUNCEMENTS

- A. Call to Order
- B. Invocation and Pledge of Allegiance
- C. Presentations and Proclamations
 - Presenting Sgt. Investigator Nicholas Rowe Roberts with a Criminal Investigation Award

	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
1.3	Public Hearing to receive citizen comments regarding the first 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.	19-22

2.0	MINUTES	PAGES
2.1	Discussion and possible action concerning approval of minutes of the Regular Meeting on October 14, 2019	23-32

3.0	CONSENT AGENDA	PAGES
3.1	Discussion and possible action regarding the second reading of an Ordinance amending City of Lampasas Noise Ordinance, Article IV Noise, Section 34-171 to Section 34-173	33-38
3.2	Discussion and possible action regarding the second reading of an Ordinance amending the City of Lampasas Chapter 82 Utilities, Article III Sanitary Sewer System Subdivision III Pretreatment and Discharge Regulations Section 82-259-Interceptors required, type; location; specifications through Section 82-265 Damaging sewage works.	39-44
3.3	Discussion and possible action regarding the Monthly Investment Report for September 2019	45-66

4.0	BOARDS/DEPARTMENT REPORTS	PAGES
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4.1	<ol style="list-style-type: none"> 1. Building Official Monthly Report 2. Economic Development Monthly Report 3. Fire Department Monthly Report 4. Parks and Recreation Monthly Report 5. Information Systems Monthly Report 6. Library Monthly Report 7. Golf Course Monthly Report 8. Municipal Court Monthly Report 9. City Secretary Monthly Report 10. Police Department Monthly Report 11. Utility Billing and Collections Monthly Report 12. Public Works Monthly Report for Electric, Streets, Water/Wastewater 	67-96
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5.0	ROUTINE MATTERS	PAGES
5.1	City Manager's Operational Report <ul style="list-style-type: none"> • Emergency Management • Hostess House • BBQ for Books • Deer Trail • Comp Plan • Pressure Plane • Brush Chipping 	97-100
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 that was presented to LAFTA and the Park & Recreational Advisory Board to be developed in Campbell Park.	101-102
7.2	Discussion and possible action regarding window tinting and/or window treatment at the 1931 Roy L Thomas Old City Hall Building	103-104
7.3	Discussion and possible action regarding the purchase of training tables and chairs, weatherproof, durable entry mats, staff tables and couches for the viewing areas outside of Council Chambers for the 1931 Roy L Thomas Building in an amount not to exceed \$12,000.00	105-106
7.4	Discussion and possible action regarding ratification of funding to replace the air conditioning unit at the Lampasas Service Center (Senior Center) located at 500 E 8 th Street in the amount of \$10,596.00.	107-108
7.5	Discussion and possible action regarding changing the date of the first meeting in November from Monday the 11 th to Tuesday the 12 th due to Veterans Day Holiday.	109-110
7.6	Discussion and possible action regarding the appointment/re-appointment of Board Member(s) to the Lampasas Airport Advisory Board	111-112
7.7	Discussion and possible action regarding the re-appointment of Board Member(s) to the Lampasas Airport Zoning Board of Adjustment Advisory Board	113-114
7.8	Discussion and possible action regarding appointment/re-appointment of Board Member(s) to the Construction Board of Adjustment and Appeal	115-116
7.9	Discussion and possible action regarding re-appointment of Board Member(s) to the Golf Course Advisory Board.	117-118
7.10	Discussion and possible action regarding re-appointment of Board Member(s) to the Lampasas Economic Development (LEDC)	119-120

7.11	Discussion and possible action regarding re-appointment of Board Member(s) to the Lampasas Library Board	121-122
7.12	Discussion and possible action regarding appointment/re-appointment of Board Member(s) to the Zoning Board of Adjustment (ZBA)	123-124
7.13	Discussion and possible action regarding the first 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.	125-128
7.14	Discussion and possible action regarding the appointment of Mike Watson and Kevin Smith as alternates to the Lampasas Airport Advisory Board upon <i>adoption</i> of the 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.	129-130
7.15	Discussion and possible action regarding the award of quote for the purchase of a cloud-based video server storage solution for the Police Department.	131-134
7.16	Discussion and possible action regarding the curb and gutter project in the 400 block of Chestnut Street.	135-136
7.17	Discussion and possible action regarding Lampasas County Appraisal District (LCAD) Resolution to cast votes for board members.	137-139

Adjourn into Executive Session

EXECUTIVE SESSION

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

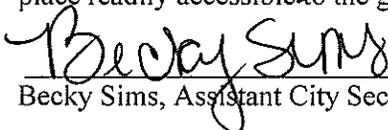
8.0	EXECUTIVE SESSION ITEMS
8.1	Section 551.087 (economic development)- (1) to receive and evaluate financial information received from a business prospect, to discuss same, and/or to deliberate regarding commercial or financial information that the City has received from a business prospect that the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

REGULAR SESSION

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

Adjourn

I, Becky Sims, Assistant City Secretary of the City of Lampasas, Texas, do hereby certify that this Notice of Meeting was posted on the bulletin board/front window of City Hall, 312 East Third Street, Lampasas, Texas, at a place readily accessible to the general public at all times, on the 25 day of October, 2019 at 2:10pm


Becky Sims, Assistant City Secretary


City Manager

ITEM NO. WORKSHOP-3

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

Subject:

Discussion regarding curb and gutter project in the 400 block of Chestnut Street

Requested By: Finley deGraffenried, City Manager

Submitted By: Finley deGraffenried, City Manager

Date Submitted: October 21, 2019

For the Agenda of: October 28, 2019

Procurement and Funding Statement:

Funding for the project, if approved, would be from 10-551-5445, Street Maintenance, Budget Balance \$40,000.00; or from 10-551-5545, Streets/Capital, Budget Balance \$700,000.00

Attachments:

Summary Statement:

Staff further investigated curb and gutter replacement on Chestnut between Third and Fourth Street at Council direction. Staff reviewed the possibility of raising the gutter in relation to future Third Street Improvements, and reviewed the current curb cuts installed previously by others. The access to the New Fellowship Hall and Sanctuary is best accomplished by travel from the designated parking areas; however, if Council wishes to proceed, approximate costs for curb, gutter and ramp placement at the corner is \$12,000.00, however will also require milling and repair to HMAC on Chestnut which could increase the cost from \$12,000.00 to \$28,000.00 depending in width of paving. Drainage on Chestnut will always be challenging. Currently Third Street to the TxDOT inlet is approximately a 0.16 fall. The street superintendent will also be available to discuss options.

Recommendation:

Discussion and direction from Council

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City Manager

ITEM NO. WORKSHOP-4

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

Subject:

Discussion regarding furnishings for the 1931 Roy L Thomas Building

Requested By: Finley deGraffenried, City Manager

Submitted By: Finley deGraffenried, City Manager

Date Submitted: October 23, 2019

For the Agenda of: October 28, 2019

Procurement and Funding Statement:

Staff recommends funding out of operating funds with \$12, 647.00 in contingency available in Fund 81

Attachments:

Summary Statement:

With the use of Old City Hall for meetings and trainings, staff places this item on the workshop agenda to discuss and receive input on additional furnishings for the building. Initially staff contemplates approximately 20 "18x96" tables, with chairs for the Chamber and Mezzanine; 2 couches with end tables, floor mats, 2 small file cabinets and a desk. Council may consider formal direction on the regular agenda.

Recommendation:

Discussion Only

96x18 training table

Best Sellers Customer Service Today's Deals New Releases

Correll ST1896PX 01 High Pressure Laminate Classroom, Training and Seminar Off Set Leg Folding Table, Rectangular, 18" Width x 96" Length, Seats 4, Walnut

by Correll ★★★★★ 1 customer review

Price: **\$202.79** & **FREE Shipping**. Details

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Size: **18"x96"**

18"x60" 18"x72" **18"x96"** 24"x60" 24"x72"

24"x96"

Color: **Walnut**



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\$202.79

& **FREE Shipping**. Details

Get it as soon as **Monday, Nov. 4 - Friday, Nov. 8** if you choose **FREE Shipping** at checkout. Details

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Qty: 1

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Deliver to Lampasas 76550

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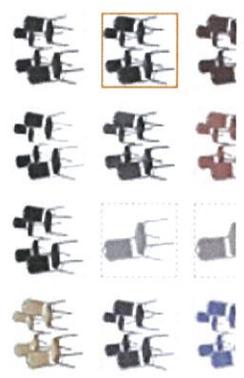


Flash Furniture 4 Pk. HERCULES Series Crown Back Stacking Banquet Chair in Black Vinyl - Silver Vein

Frame
 by Flash Furniture
 ★★★★★ 227 customer reviews
 | 48 answered questions

Price: **\$161.50 & FREE Shipping**

Color: **Black Vinyl/Silver Vein**



\$161.50
& **FREE Shipping**

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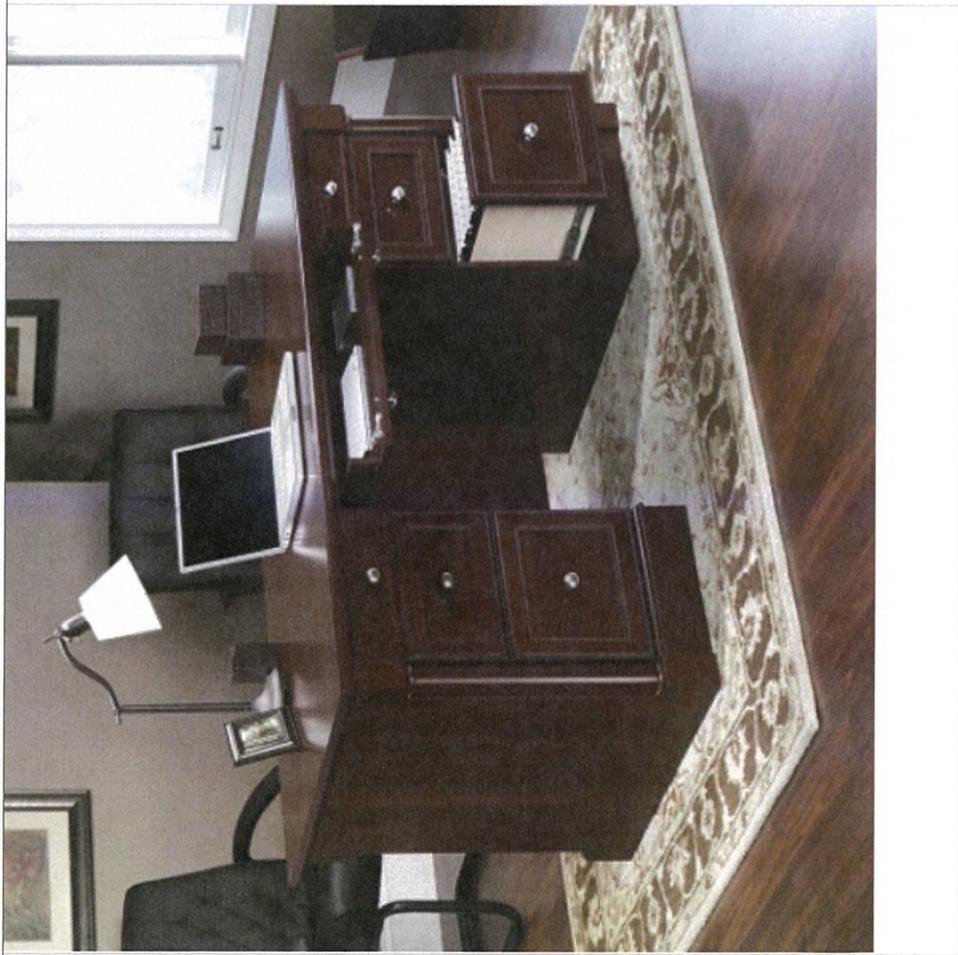
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https://www.nationalbusinessfurniture.com/chairs/loveseats?Materials=Vinyl



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Arc Collection Polyurethane Loveseat with Wood Arms

\$699.00

GSA



https://www.amazon.com/s?k=black+metal+lockable+utility+cabinet&ref=nb_

Amazon.com: black metal l... x

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Metal Office File Cabinet 30 inch Height, Lockable Swing Door Two Layer Steel Cupboard with Two Layer (Black, HF-760)

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\$188⁹⁹

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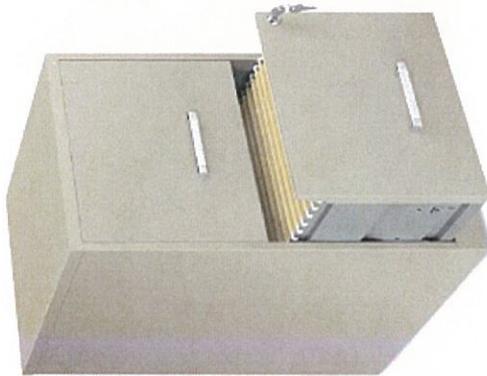
699

\$49.99 ~~\$52.99~~
✓prime Get it as soon as **Sat, Oct 26**
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★★★★☆ **12**

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FREE Shipping

FREE Shipping
More Buying Choices
\$60.93 (26 new offers)



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Amazon's Choice



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Lorell File Cabinet, Black
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✓prime Get it as soon as **Tomorrow, Oct 25**
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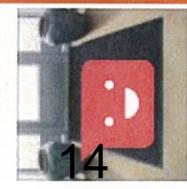
Buy 2 for \$67.50 each and **save 6%**
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- Size** 3' x 4'
- 3' x 5'
 - 4' x 6'
 - 3' x 4' (highlighted)
 - 2' x 3'
 - 3' x 10'
 - 6' x 8'
 - 4' x 10'

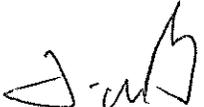
Color *

-- Please Select --

Backing: What type of floor do you have?
 -- Please Select --



NEED HELP?
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City ManagerITEM NO. WORKSHOP-5

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

Subject:

Discussion regarding Eagle Scout Project that was presented to LAFTA and the Park and Recreation Advisory Board to be developed in Campbell Park

Requested By: JT Saucedo, Eagle Scout

Submitted By: Chris Eicher, Director of Parks and Recreation

Date Submitted: October 25, 2019

For the Agenda of: October 28, 2019

Procurement and Funding Statement:

Attachments: Diagram

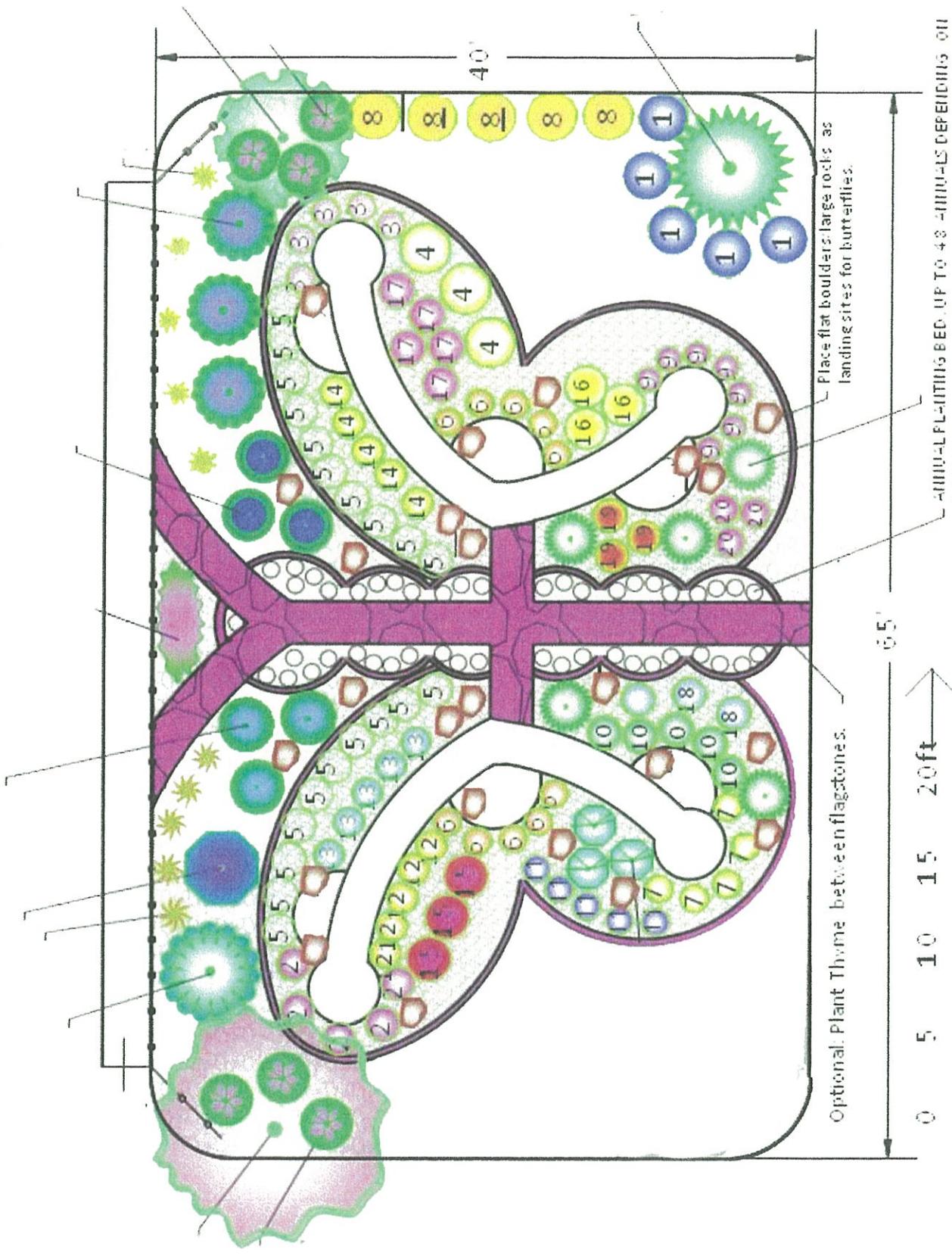
Summary Statement:

JT Saucedo and Sammy Saucedo with Eagle Scout Troop 200, presented to the Park and Recreational Advisory Board a possible Eagle Scout Project at Campbell Park. The project entails creating a butterfly shaped garden with interconnecting sidewalks. The garden will be maintained by the Browning Garden Club out of Kempner. Two possible locations have been identified at the park; however this will be coordinated through LAFTA and Parks Staff. The LAFTA board and the Parks Board have both approved this project. JT Saucedo and Sammy Saucedo will be present to discuss and answer any questions you may have about the project.

Recommendation:

Discussion Only

Refer to Attached Plant List for Perennial Key



Place flat boulders: large rocks as landing sites for butterflies.

Optional: Plant Thyme between flagstones.

PERENNIALS TO BE PLANTED UP TO 48 INCHES DEPENDING ON SIZE, Marigold, Zinnia, verbena, sweet william, cosmos, alysium, vinca, petunias, dahlia, geranium, nasturtium, poppy, snapdragons



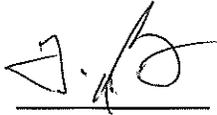
SCALE: 1" = 10'

11/11/2019 10:00:00 AM



A group of people and dogs gathered on a paved area next to a large green field. A person in a blue and white patterned shirt is interacting with a black dog. There are several other people and dogs scattered around, some sitting on chairs. The background shows a large green field and some buildings in the distance.

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City ManagerITEM NO. 1.3

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

Subject:

Public hearing to receive citizen comments regarding the first 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.

Requested By: Becky Sims, Assistant City Secretary

Submitted By: Becky Sims, Assistant City Secretary

Date Submitted: October 21, 2019

For the Agenda of: October 28, 2019

Procurement and Funding Statement:

Attachments:

Summary Statement:

The Airport Advisory Board met on October 9, 2019 and voted to amend the board composition to allow for two alternate members to be added to the board. The board is currently a five (5) member board. The addition to the board will allow more opportunity and flexibility in ensuring a quorum. The members do a considerable amount of traveling for work and not always able to be in town when the meetings are held. The current members have been an active part of and a huge asset to the airport and the various projects similar to the hangar project a few years ago. Allowing more members will ensure monthly meetings are manageable. This is extremely important as the TXDOT Airport Projects are underway.

Recommendation:

Discussion only

ORDINANCE NO. _____

**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**

SECTION I

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

That 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, Texas is hereby amended to as follows:

Sec. 14-51. Established; composition; duties and terms of office; selection of officers.

There is established an Airport Board, the duty of which shall be to advise the City Council, City Manager and Airport Manager on matters relating to the airport. The board shall be known as the Lampasas Airport Board and shall be composed of five regular members and two alternates, who are licensed pilots, appointed by the City Council. Each board member shall be appointed for a five-year term with one term expiring each year on September 30. The regular board members shall be designated places 1, 2, 3, 4 and 5. The alternates will be designated as Alternate 1 and Alternate 2. As each term expires, the City Council shall appoint members for a five-year term, and thereafter the appointment to the board shall be for a term of five years. The board shall select a chairman and a vice-chairman.

SECTION II

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

SECTION III

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

SECTION IV

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

Read and approved the First Reading this 28th day of October 2019

Formatted: Superscript

Read and Adopted the Second Reading this 12th day of November 2019

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Misti Talbert, Mayor

ATTEST:

Christina Marez, City Secretary

APPROVED AS TO FORM:

Jo-Christy Brown
City Attorney's Signature of Approval on separate page.

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**MINUTES OF REGULAR MEETING OF THE GOVERNING BODY
OF THE CITY OF LAMPASAS, TEXAS
CITY COUNCIL CHAMBERS
405 SOUTH MAIN STREET
Monday, October 14, 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
Becky Sims, Zoning Administrator/Assistant City Secretary
Vicki Tower, Assistant City Secretary
Yvonne Moreno, Finance Director
Sammy Bailey, Police Chief
Monica Wright, Information Systems Director
Rickie Roy, Public Works Director
Frank Ellett, Building Official
Flint Geagley, Electric Superintendent
Van Sims, Water/Wastewater Operations Manager

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

1. Call to order Workshop Session

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

2. Discussion regarding operation and marketing of Hostess House

City Manager deGraffenried reviewed the following:

- Status and Direction
 - Progress from September 23
 - Update on website transfer/social media
 - Review of draft facility use and reservation policy
 - Maintenance needs and priorities
 - Pricing and operational costs

- The Past Two Weeks
 - Meeting with DRT
 - Exchanged key and information
 - Received all booking information
 - Facebook administration
 - Contacted upcoming rentals
 - Facility review/assessment
 - Website transition
 - Facility/Reservation policy
 - Market Presence
 - Website
 - Content
 - Point of contact
 - On call
 - Staffing/supervision
 - Equipment
 - Reservation Module
 - Domain Name
 - Facility Use/Reservation Policy
 - Vicki Tower, point of contact
 - Current rates reviewed
 - Cleaning deposit
 - Booking fee
 - Resident/Non-resident rate
 - Non profit
 - Limited number, limited time rate
 - Week day rate/weekend rate
 - Maintenance & Capital Needs
 - Approximately 52 items noted on initial visit by Building Official & Fire Marshal
 - Deferred maintenance; minor items
 - Suppression, elevator, kitchen upgrades, restrooms
 - Furnishings
 - HVAC
 - Safety/prioritize and upgrade
 - Funding – HOT funds
 - Pricing & Operational Costs – Council asked that City Staff work on the costs
3. Discussion regarding noise complaints and enforcement in regards to the City of Lampasas Noise Ordinance, Article IV Noise, Section 34-171 to Section 34-173

Sammy Bailey, Police Chief, explained that the Lampasas Police Department is tasked with enforcing the City of Lampasas Noise Ordinance that was adopted in 2005. She explained that the current ordinance needs revisions to meet the lifestyles changes in our community. The recommended changes to the current ordinance, that will be presented for Council consideration in regular session, would extend the noise hours without a waiver from the City Manager and cause a reduction to the maximum noise levels during the evening and nighttime hours for property that is zoned for any type of district other than residential or industrial districts, as those districts are defined by the city's zoning ordinance.

4. Discussion regarding Grease Interceptor

Becky Sims, Zoning Administrator/Assistant City Secretary, explained that the protection of the City's Sanitary Sewer System is an ongoing concern for City Staff. One of the biggest areas of concern is the sizing and service of commercial grease interceptors. The grease interceptor or trap is a requirement for every pre-sewer connection to prevent the discharge of fats, oils and greases into the sanitary sewer system. City Staff is recommending amending the Pretreatment and Discharge regulations Section 82-259 Interceptors required, type; location; specifications through Section 82-265 Damaging Sewage Works as outlined in the draft ordinance that will be presented for Council consideration in regular session. The amendment will provide the requirements for adequate sizing of grease traps and frequency of servicing and cleaning that includes maintaining manifest/trip tickets.

5. Discussion regarding the Western water pressure plane; fluctuations in pressure and potential impacts of future growth.

City Manager deGraffenried explained that as a result of public comments received by City Staff and Council, Mr. Jason Jones and Travis Clark of Jones-Heroy are in attendance to discuss their limited review of conditions in the Western pressure plane and possible capacities available for future growth. Mr. Jones and Mr. Clark were asked to review current conditions based on their firm's recent work on the Spring Street Pump Station and Nix Tank Rehabilitation.

Both Travis Clark and Jason Jones, with Jones-Heroy, explained that their review showed that when the sprinklers at the 580 Sports Complex come on at 9:00 p.m. to 9:00 a.m. the water fluctuates in pressure. He said that a ground storage tank could help but additional study would be needed to determine the best and cost-effective option for the City to help remedy the current pressure issue as well as for potential future growth.

Fawn Acres residents, Kevin Rowe and Craig Benton, expressed their concerns and issues of the fluctuating water pressure in their neighborhood. Mr. Rowe said that he has been dealing the water problems since moving in this subdivision in 2015.

City Manager deGraffenried asked for Council to consider allowing Jones-Heroy to continue further with the study and bring back to the City, their recommendation on how to address this water pressure issue.

It was the consensus of Council that Jones-Heroy continue their study and bring back a proposal.

6. Discussion regarding additional staff for building upkeep and maintenance.

City Manager deGraffenried explained that this item is placed on the Workshop agenda to allow discussion and Council input on the creation of a full-time building cleaning and light maintenance position. The City, for the past two years, has budgeted for a part-time position, but has been unable to fill the position due to available working hours. With the addition of the Old City Hall and the Hostess House, City Staff believes a need exists for a full-time position. The position would also allow deeper cleaning of existing facilities and light maintenance. The increased cost of the burdened position would be approximately \$30,000.00 and could be covered through vacancy savings in FY 2019-2020.

It was the consensus of Council that the position was needed due to the additional City facilities.

deGraffenried said that there was an action item in regular session for Council consideration.

7. Discussion regarding any item on the regular agenda

There was no discussion.

8. Adjourn Workshop Session

Council member Clark moved to adjourn the workshop session at 6:48 p.m. The motion was seconded by Council member Kuehne and with a unanimous vote, the motion carried.

REGULAR SESSION 7:00 P.M.
--

ANNOUNCEMENTS

A. Call to Order

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

B. Invocation and Pledge of Allegiance

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

C. Presentations and Proclamations

There were no 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.

2.0	MINUTES
2.1	Discussion and possible action concerning approval of minutes of the Regular Meeting on September 23, 2019

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

3.0	CONSENT AGENDA
3.1	Discussion and possible action regarding purchases and charges in excess of \$4,000 from September 1, 2019- September 30, 2019
3.2	Discussion and possible action regarding the Monthly Investment Report for August 2019

3.3	Discussion and possible action regarding the second reading of an Ordinance amending Chapter 54, Article II, Administration, Division 2, Parks and Recreation Advisory Board.
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Council member Kuehne moved to approve the consent agenda as presented. The motion was seconded by Council member Toups and with a unanimous vote, the motion carried.

4.0	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:

- Campbell Park - Chris Eicher, Parks & Recreation Director, reports that the Campbell Park restrooms should be delivered the first or second week of December. City Staff have reviewed multiple sites, all near the Pool parking area, and will begin the pad, plumbing and electric runs in the near future. Various community groups have also expressed excitement for the new facilities.
- Santa Fe Depot - Several meetings ago, Council was briefed regarding the redevelopment of the Santa Fe Depot to a restaurant and possible brewery. Although tenants have not been identified by the developer, he has proceeded with construction plans, specifications and bidding. Mr. Hardin has also discussed the possible partnership with the City to fund a portion of the right-of-way improvements including sidewalks and flatwork, which may be between \$80,000.00 and \$100,000.00. City Staff will prepare a workshop agenda item for the October 28 Council meeting that identifies a more precise scope and possible costs for Council discussion and input.
- Comp Plan - The next meeting of the Comprehensive Plan Advisory Committee will be held on October 22, 2019. Because the agenda includes Community vision, character and future land use, our consultants have asked that City Council and the Planning and Zoning Commission be included in the meeting. The meeting will be held at the Hostess House beginning at 6:00 p.m.
- Nextlink - The City has been approached by an ISP that has received funding to expand broadband access in rural Lampasas County, regarding possible locations in Lampasas for an operational base. Additionally, the company has discussed the possible expansion of their offerings within the City. City Staff will report any future communications and may request Council to discuss the potential project further.
- Library Flatwork - After some slight changes in the scope of flatwork for the Library, the City will be specifying and bidding sidewalks and bench pads for the perimeter of the Foundation's Park project. Council had previously agreed to fund the exterior flatwork in an amount not to exceed \$16,000.00. The Foundation will proceed with hardscaping and wallboard improvements after the sidewalk is installed.
- Presbyterian Church - As previously reported, the contractor for the Presbyterian Church Fellowship Hall project approached City Staff regarding improvements to the curb and gutter line on Chestnut. Council was informed that at the time the street was paved, the City did not require edge milling to match the gutter, causing a lip. Additionally, City Staff reported the contractor noted standing water on the area where the Church had cut the curb for a ramp. City Staff received one comment at the time to consider putting the project on the CIP agenda. City Staff understands there may be renewed interest in the project as a result of the contractor contacting individual

Council members and seeks Council comment and direction to specify and procure the project if desired.

- LCRA Luncheon - Attached in Council's packet is the invitation for the Annual State of LCRA luncheon to be held on October 28 from 11:30 a.m. to 1:00 p.m. in Marble Falls. Phil Wilson, General Manager, will discuss status of LCRA and issues facing wholesale electric and water customers. City Staff will coordinate RSVP's if you are interested in attending.
- CYSA Meeting - After last meeting's discussion regarding the Courtyard Square Association's request for funds to improve billboards at the entrances to town, City Staff understands that the CYSA may want to consider options and/or discuss marketing downtown businesses in a small group meeting or in a Workshop setting. It may be helpful to discuss marketing goals, strategies and resources prior to the expenditure of funds to maximize potential impacts. City Staff is interested in Council's desire to set up a meeting to further discuss marketing.
- South 281 - At the request of the Daughters of the Republic of Texas, TxDOT staff visited Lampasas to discuss possible access to the Hostess House as a result of additional improvements to the roadway. Currently, plans are being finalized, based on community input, to increase efficiency for north and southbound traffic on 281 including the intersection of Key Avenue and US 183. Due to the relocation of the signalized intersection, concerns were raised about the ingress and egress at the Hostess House particularly during large events. TxDOT staff presented additional options including moving the entrance south, which would require using existing parkland for a driveway.

5.2	MAYOR'S COMMENTS
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Mayor Talbert explained that the City recently participated at the annual TML Conference in the America's Got Talent contest by participation in a song writing contest about your City which is sponsored by Waste Connections. The City representatives received second place Beautification Grant in the amount of \$2,500.00. Participants included Mayor Misti Talbert, Council members Delana Toups and Cathy Kuehne and Economic Development Director Mandy Walsh.

6.0	UNFINISHED BUSINESS
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There was no unfinished business.

7.0	NEW BUSINESS
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7.1	Discussion and possible action to declare the 2006 Ford Crown Victoria Courtesy Car as surplus and dispose of as State Law allows.
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Becky Sims, Zoning Administrator/Assistant City Secretary, explained that Parks & Recreation Director, Chris Eicher, was unable to be at the meeting so she reviewed the item. She explained that the 2006 Ford Crown Victoria has been used as a courtesy car for a few years. It has 105,561 miles on it and the transmission is slipping. The vehicle needs a new battery, the tires are fair, the interior is stained, and the exterior paint is in poor condition. Currently, the Airport has a Ford Expedition that is used as a courtesy vehicle and just recently a Dodge Pickup has been added as another courtesy vehicle.

Due to the condition of the 2006 Ford Crown Victoria, the Parks Department is requesting Council authorization to declare as surplus and dispose of it as State Law allows.

Council member Clark moved to approve to declare the 2006 Ford Crown Victoria Courtesy Car as surplus and dispose of as State Law allows. The motion was seconded by Mayor Pro Tem Monroe and with a unanimous vote, the motion carried.

7.2	Discussion and possible action regarding modifying the vacant part time building maintenance/custodian position to full time based on additional City buildings.
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City Manager deGraffenried explained that this item was discussed in workshop session. This item is for Council consideration of approving the upgrade and creation of a full-time facility cleaning and light maintenance position. The increased funding necessary for the burdened position could be found in vacancies and possibly General or Electric Fund reserves.

Mayor Pro Tem Monroe moved to approve for City Staff to create a job description for a full time Building Maintenance/Custodian position and begin the hiring process. The motion was seconded by Council member Kuehne and with a unanimous vote, the motion carried.

7.3	Discussion and possible action to change the street closure request for the downtown area on December 7, 2019 from 3:00 p.m. to 8:00 p.m. to 7:00 a.m. to 8:00 p.m.
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Sammy Bailey, Police Chief, explained that the Carol of Lights Committee has requested to have the downtown square area to include Liveoak Street between East Third Street to the First Texas Bank ATM exit closed starting at 7:00 a.m. until 8:00 p.m. She explained that the earlier time, is due to the events and vendors they will have on the square and on Liveoak Street this year, that cause more concern for public safety. The parade starts at 6:30 p.m. with no change to the route. It will start at North Avenue and Western Street, proceed west on North Avenue to south on Chestnut Street and makes an east turn on Third Street to a north turn on Hackberry then back to its starting destination and at its end when it is safe to do so the roadways will be re-opened.

Chief Bailey recommends the change to close the downtown square area along with the Liveoak Street between Third Street to the bank ATM exit, starting at 7:00 a.m. until it is safe to open after the Carol of Lights parade for the safety of all pedestrians in the area. The anticipated re-opening time is 8:30 p.m.

Council member Toups moved to approve the street closure request for the downtown area on December 7, 2019 from 3:00 p.m. to 8:00 p.m. to 7:00 a.m. to 8:00 p.m. along with the Liveoak Street between Third Street to the bank ATM exit. The motion was seconded by Council member Clark and with a unanimous vote, the motion carried.

7.4	Discussion and possible action regarding the selection of a winner of the website photo contest.
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Monica Wright, Information Systems Director, explained that there were two entries for the website photo contest:

- Entry 1, "Lazy Days" by Kristi Lovejoy
- Entry 2, "Pretty Day in Lampasas" by Sharil Meeks

Council member Kuehne moved to approve Entry 1 "Lazy Days" by Kristi Lovejoy as the winner of the website photo contest. The motion was seconded by Council member Toups and with a vote of six in favor and one opposed (White), the motion carried.

7.5	Discussion and possible action regarding the first reading of an Ordinance amending City of Lampasas Noise Ordinance, Article IV Noise, Section 34-171 to Section 34-173.
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Sammy Bailey, Police Chief, reminded Council that this item was discussed in workshop session. She explained that the Lampasas Police Department is tasked with enforcing the City of Lampasas Noise Ordinance that was adopted in 2005. The current ordinance needs revisions to meet the lifestyles and changing dynamics of our community.

Council member Toups moved to approve the first reading of an Ordinance amending City of Lampasas Noise Ordinance, Article IV Noise, Section 34-171 to Section 34-173. The motion was seconded by Council member Clark and with a unanimous vote, the motion carried.

7.6	Discussion and possible action regarding the first reading of an Ordinance amending the City of Lampasas Chapter 82 Utilities, Article III Sanitary Sewer System Subdivision III Pretreatment and Discharge Regulations Section 82-259-Interceptors required, type; location; specifications through Section 82-265 Damaging sewage works.
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Becky Sims, Zoning Administrator/Assistant City Secretary, explained that this item was discussed in workshop session. She noted that she will be including sand traps in the ordinance that previously was not included.

Council member White moved to approve the first reading of an Ordinance amending the City of Lampasas Chapter 82 Utilities, Article III Sanitary Sewer System Subdivision III Pretreatment and Discharge Regulations Section 82-259-Interceptors required, type; location; specifications through Section 82-265 Damaging sewage works and the inclusion of sand traps in the ordinance. The motion was seconded by Mayor Pro Tem Monroe and with a unanimous vote, the motion carried.

7.7	Discussion and possible action regarding approval of a Resolution in support of a TxDOT funded and conducted feasibility study to determine potential relief routes in and around the City of Lampasas.
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City Manager deGraffenried explained that representatives from TxDOT met with City Staff and the Mayor to seek input and support for the study of possible relief routes, potentially connecting US 281, US 183 and US 190. The ultimate desire of TxDOT is to determine routes for through traffic to minimize congestion and truck traffic within the City. The feasibility study would take approximately two years and any potential finding or conclusions may not be implemented for up to 20 years. TxDOT is seeking a resolution in support of this feasibility study to determine potential relief routes in and around the City of Lampasas.

Mayor Pro Tem Monroe moved to approve a Resolution in support of a TxDOT funded and conducted feasibility study to determine potential relief routes in and around the City of Lampasas. The motion was seconded by Council member Kuehne and with a unanimous vote, the motion carried.

7.8	Discussion and possible action regarding the award of contract for utility line tree trimming.
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Flint Geagley, Electric Superintendent, explained that the City of Lampasas has a Cooperative Purchasing Agreement with LCRA who identified McCoy Tree Surgery as the most qualified contractor. The City of Lampasas has been using the LCRA contractors to trim our trees out of the power lines since 2005 and have had good success with their work and dealing with the public. This program also increases the reliability of our system and reduces outages.

Geagley explained that the Electric Department requested a quote from LCRA through our Cooperative Purchasing Agreement with LCRA and received a quote from LCRA for a total amount of \$149,788.38. The funding is secured by the budgeted amount in the 2019-2020 annual budget for Tree Trimming Services. The total amount budgeted for this project is \$150,000.00.

Council member Clark moved to award the contract to McCoy Tree Surgery and LCRA to trim trees out of the power lines in an amount not to exceed \$150,000.00 and to allow the City Manager to execute any required documents. The motion was seconded by Council member Toups and with a unanimous vote, the motion carried.

7.9	Discussion regarding the Chamber of Commerce New Website Revision for 2020.
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Melissa Unger, Executive Chamber Director, reviewed information regarding the new website revision for 2020. She explained that the current Chamber website is not user friendly and the Chamber paid \$8,000.00 in 2015. The new website revision costs \$3,200.00. She is seeking Council's participation in the shared cost of fifty percent which would be \$1,600.00. She noted that the new website revision would start on October 23.

Mayor Pro Tem Monroe moved to participate in fifty percent of the costs for the Chamber of Commerce New Website Revision for 2020 in an amount not to exceed \$1,600.00. The motion was seconded by Council member White and with a unanimous vote, the motion carried.

7.10	Discussion and possible action regarding request by Lampasas County Chamber of Commerce for Hotel Occupancy Tax funds in the amount of \$2273.50 for Hunter's Welcome event expenses on November 1, 2019.
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Melissa Unger, Executive Chamber Director, explained that the Chamber of Commerce is requesting \$2,273.50 in HOT Funds for promotion and advertising of the Hunter's Welcome event on November 1, 2019 with anticipated out-of-town attendance of over 4,000. The Chamber also anticipates over 1,000 visitors using Lampasas hotels/lodging during the hunting season. They will be promoting Lampasas as the premier hunting destination, from dove season through bow and rifle season, ending in January 2020. She noted that Council approved funds in the amount of \$1,495.75 in 2018 for this event.

Council expressed that the advertising costs in Burnet and Copperas Cove should not be included because those traveling from those areas would probably not stay overnight in Lampasas.

Mayor Pro Tem Monroe moved to approve the request by Lampasas County Chamber of Commerce for Hotel Occupancy Tax funds in the amount of \$1,718.50 for the Hunter's Welcome event expenses on November 1, 2019. The motion was seconded by Council member Kuehne and with a unanimous vote, the motion carried.

Adjourn

Council member Clark moved to adjourn the meeting at 8:05 p.m. The motion was seconded by Mayor Pro Tem Monroe and with a unanimous vote, the motion carried.

PASSED AND APPROVED this _____ day of _____, 2019.

Misti Talbert, Mayor

ATTEST:

Christina Marez, City Secretary


City Manager

ITEM NO. 3.1

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

Subject:

Discussion and possible action regarding the second reading of an Ordinance to amend the City of Lampasas Noise Ordinance, Article IV Noise, Section 34-171 to Section 34-173

Requested By: Sammy Bailey, Police Chief

Submitted By: Sammy Bailey, Police Chief

Date Submitted: October 8, 2019

For the Agenda of: October 28, 2019

Procurement and Funding Statement:

N/A

Attachments: City of Lampasas Noise Ordinance

Summary Statement:

This is the second reading of an Ordinance

Recommendation:

To consider a motion to approve the second reading of an Ordinance amending the City of Lampasas Noise Ordinance, Article IV Noise, Section 34-171 to Section 34-173

ARTICLE IV. - NOISE

Footnotes:

--- (3) ---

Editor's note— Ord. No. 1092, §§ 1—4, adopted Mar. 28, 2005, amended the former Art. IV, §§ 34-171—34-173, and enacted a new Art. IV as set out herein. The former Art. IV pertained to similar subject matter. These sections bore no history notes.

Sec. 34-171. - General prohibition.

(a) The following are generally prohibited:

- (1) Any unreasonably loud, disturbing, unnecessary noise that causes material distress, discomfort or injury to persons of ordinary sensibilities in the immediate vicinity thereof is hereby declared to be a nuisance ~~when checked to be above the allowed decibel levels.~~
- (2) Any noise of such character, intensity, and continued duration that substantially interferes with the comfortable enjoyment of private homes by persons of ordinary sensibilities is hereby declared to be a nuisance and is hereby prohibited ~~when checked to be above the allowed decibel levels.~~
- (3) The use of any stationary loud speaker, amplifier, musical instrument or electronic equipment including: radio, television, phonograph, computer and other electronic equipment in such a manner or with such volume that annoys and disturbs persons of ordinary sensibilities in the immediate vicinity or is between the hours of ~~11:00 p.m. and 7:00 a.m., unless a permit and/or waiver is obtained pursuant to subsection (b)(1) and/or (2) below.~~ 12:01 a.m.-7:00 a.m., and is above sixty three decibels.
- (4) The use of "engine brakes" or similar mechanical/vehicular devices in such a manner or resulting in noises of a volume that a person of ordinary sensibilities is annoyed and/or otherwise disturbed by them, while operating equipment and/or vehicles within the city's municipal boundaries, is hereby prohibited.

~~(b) Exceptions to general prohibitions granted by noise permit and/or council waiver.~~

- ~~(4) (5) The use of stationary loud speakers, amplifiers, musical instruments or electronic equipment including: radios, television, phonographs, computers and other electronic equipment, which is generally prohibited as noted in paragraph (3) above, (i.e., between the hours of 11:00 p.m. 12:01 a.m. and 7:00 a.m. and is above sixty three decibels.~~

~~→ may be permitted during any hour(s) of the day or night for areas identified in subsection (c)(2) and/or (3) below, if such activity is the subject of a city noise permit authorized by and obtained from the city manager, after the city manager has confirmed that the maximum noise levels that will be generated do not exceed the levels noted below. No exceptions shall be granted for areas noted in subsection (c)(1), below.~~

~~(b) Exceptions to general prohibitions granted by noise permit and/or council waiver.~~

- (1) *Waivers of distance and/or decibel levels by resolution of council.* If an applicant seeks permission to generate noises either at distances or decibel levels that vary from those noted below, in subsection (c)(2) and/or (3), related to the use of stationary loud speakers, amplifiers, musical instruments or electronic equipment including: radios, television, phonographs, computers and other electronic equipment, which is otherwise generally prohibited by this ordinance, the applicant may petition the city council for an exception/waiver applicable to the specific activity or event. Such waivers must be sought by the applicant in advance of the proposed event or activity so that the council may make its evaluation, and issue its decision at

a regularly scheduled council meeting. If, upon consideration and evaluation of the request for a waiver, the council members determine that a special exemption or exception of the prohibitions noted below in subsection (c)(2) and/or (3) should be made, because such waiver will serve the public welfare and best interest of the community and its citizens as a whole, then the council may, by resolution, grant a waiver and state within the resolution any applicable conditions or other requirements related to the noise that will be generated by the activity or event.

(2) *Waivers of distance and/or decibel levels applicable to Lampasas Independent School District, by action and approval of council.* Lampasas Independent School District ("LISD") may seek permission to generate noises either at distances or decibel levels that vary from those noted below, in subsection (c)(1), for school and community activities that are held on LISD school property that is located in a residential zoning district, and in subsections (c)(2) and/or (3) for other districts. Such waiver, if granted, will allow for the use of stationary loud speakers, amplifiers, musical instruments or electronic equipment including: radios, television, phonographs, computers and other electronic equipment, which is otherwise generally prohibited by ordinance. LISD may petition the city council for a waiver applicable to the specific school or community activity or event. Such waivers must be sought by LISD in advance of the proposed event or activity so that the council may make its evaluation, and issue its decision at a regularly scheduled council meeting. If, upon consideration and evaluation of the request for a waiver, the council members determine that a waiver from the prohibitions noted below in subsections (c)(1) for school and community activities that are held on LISD property that is located in a residential zoning district, and in subsections (c)(2) and/or (3), for other districts, should be made, because such waiver will serve the public welfare and best interest of the community and its citizens as a whole, then the council may, by resolution, grant a waiver and state within the resolution any applicable conditions or other requirements related to the noise that will be generated by the activity or event. Notwithstanding anything contained in this provision to the contrary, routine school activities on LISD property that are related to LISD band and/or sports activities shall not require a waiver from the city, except in the event that the city receives repeated noise complaints from the public concerning same.

(c) It shall be presumed that a noise does in fact annoy, distress, or disturb the quiet, comfort, or repose of persons of reasonable nervous sensibilities, and therefore violates this article, when any of the following exists or occurs:

(1) Noise is made on property that is zoned as residential and/or multi-family districts, as those districts are defined by the city's zoning ordinance, which exceeds the decibel level hereafter stated, when the noise level is measured from a property line that is under separate ownership or occupancy.

- a. Seventy decibels in the daytime;
- b. Seventy decibels in the evening; and
- c. Sixty-three decibels in the nighttime.

(2) Noise is made on property that is zoned for any type of district other than residential or industrial districts, as those districts are defined by the city's zoning ordinance, which exceeds the decibel level hereafter stated, when the noise level is measured at a distance of 200 feet from the source of noise (for example, loudspeakers, ~~boomboxes~~, boom boxes, bullhorns, etc.)

- a. Eighty-five decibels in the daytime;
- b. Eighty-five decibels in the evening; and
- c. ~~Eighty-five decibels in the nighttime.~~
Seventy-five decibels between the hours of 11:00 p.m. -12:00 a.m.

d. Sixty-three decibels in the *nighttime*

- (3) Noise is made on property that is zoned for industrial districts, as those districts are defined by the city's zoning ordinance, which exceeds the decibel level hereafter stated, when the noise level is measured at a distance of 200 feet from the source of noise (for example, loudspeakers, ~~boomboxes, boom boxes~~, bullhorns, etc.)
- a. Eighty-five decibels in the daytime;
 - b. Eighty-five decibels in the evening; and
 - ~~c. Eighty-five decibels in the nighttime.~~
 - c. Seventy-five decibels between the hours of 11:00 p.m. -12:00 a.m.
 - d. Sixty-three decibels in the *nighttime*.
- (4) For purposes of interpreting and enforcing the regulations shown above in subsections 34-171(c)(1)—(3), temporal terms are defined as follows:
- The term "*daytime*" is defined to mean the period of time that extends from sunrise until one hour before sunset, and at which time "evening" begins. ~~For this ordinance hours for daytime are defined as 7:00 a.m. to 8:00 p.m.~~
 - The term "*evening*" is defined to mean a time of day that extends from one hour before sunset, until one hour after sunset, at which time "evening" begins. ~~For this ordinance hours for evening are defined as 8:00 p.m. until 12:00 a.m. The evening hours between 11:00 p.m. and 12:00 a.m. are reduced to seventy-five decibels.~~
 - The term "*nighttime*" is defined to mean the period of time that extends from one hour after sunset until sunrise of the next day. ~~For this ordinance the hours for nighttime are defined as 12:01 a.m. until 7:00 a.m.~~

(Ord. No. 1092, § 1, 3-28-2005; Ord. No. 1098, § 1, 5-9-2005; Ord. No. 1339, § 1, 2-27-2012)

Sec. 34-172. - Specific acts.

The following acts, activities, occurrences and/or uses of instruments, among others, are declared to be nuisances in violation of section 34-171, but such enumeration shall not be deemed to be exclusive.

- (1) *Animals and birds.* The keeping of any animal or bird which by causing frequent or continual noise shall disturb the comfort and repose of any person of ordinary sensibilities in the immediate vicinity.
- (2) *Compressed air.* The use of any mechanical device operated by compressed air, unless the noise to be created is reduced so as not to cause discomfort to persons of ordinary sensibilities.
- (3) *Motor vehicle horn.* The sounding of any horn or signal device on any motor vehicle, except when the use of the horn or signal device is done as a warning device or for public safety reasons.
- (4) *Operation of vehicles.* The running of any automobile, motorcycle, or vehicle so out of repair, so loaded or in such manner as to create unreasonably loud or unnecessary grinding, grinding, breaking, jarring or rattling noise or vibrations.
- (5) *Mufflers.*
 - a. The discharge into the open air of the exhaust of any stationary internal combustion engine, motor vehicle, or boat engine except through a muffler or other device that will effectively prevent loud or explosive noises therefrom.

- b. Every motor vehicle shall at all times be equipped with a muffler in good working order and in constant operation to prevent excessive or unusual noise and no person shall use a muffler cut out, bypass, or similar device upon a motor vehicle on a highway. All available and reasonable sound deadening and muffling devices and practices shall be employed.
- (6) *Construction work.* Excessive noise that disturbs people of reasonable sensibilities caused by the erection, including excavation, demolition, alteration, or repair work on any residential building, or in any residential area, at any time other than between the hours of 6:00 a.m. and 7:00 p.m. in the winter and between the hours of 5:00 a.m. and 8:00 p.m. in the summer, based on the daylight savings calendar, except in cases of urgent necessity or in the interest of public safety and convenience and then only by permit from the city manager or his/her designee which permit may be renewed by the council during the time the emergency exists.
- (7) *Noise near schools, churches, and hospitals.* The creation of any excessive noise adjacent to any church, school or institution of learning while the same is in session, or adjacent to any hospital, which unreasonably interferes with the workings of such institutions, provided conspicuous signs or other evidence are displayed in such manner as to indicate that such is a church, school or hospital.
- (8) *Unloading.* The creation of any unreasonably loud and excessive, prolonged noise in connection with the loading or unloading of any vehicle or the opening and destruction of bales, boxes, crates and containers in a residential or multi-family zoning district.
- (9) *Utility and roadway repairs and maintenance.* Any utility or roadway maintenance or repairs in residential areas are prohibited from the hours of 11:00 p.m. and 7:00 a.m. except in cases when the repairs are emergency repairs that are necessitated by public health, safety and welfare of the residents.

(Ord. No. 1076, § 1, 10-25-2004; Ord. No. 1092, § 2, 3-28-2005)

Sec. 34-173. - Exemptions.

- (a) The emission of sound for the purpose of alerting persons to an emergency;
- (b) Sound produced by emergency vehicles;
- (c) Sound produced by a vehicle motor in good working order while the vehicle is moving on a public right-of-way, public waterway, airport runway, or railroad;
- (d) Sound produced by any governmental body in the performance of a governmental function;
- (e) Sound generated at a scheduled stadium event held by a political subdivision; by parade spectators and participants in the parade route during a permitted parade; any events approved by the city through a contractual agreement;
- (f) Sound generated at a religious event held on premises that are regularly used for worship services and no earlier than 7:00 a.m. and no later than ~~11:00 p.m.~~ 12:00 a.m.
- (g) Amplifiers used on vehicles to attract patrons that are operated by ice cream and snow cone vendors that produce jingles or music;
- (h) The use and operation of bells or an amplified, mechanical bell system in connection with the use and occupancy of a church structure; and
- (i) Sound generated from persons of reasonable behavior playing at a park or playground.

(Ord. No. 1092, § 3, 3-28-2005)

Sec. 34-174. - Enforcement, violation and penalty.

- (a) The provisions of sections 34-171 and 34-172 may be enforced by peace officers, code enforcement officers and such other persons as are designated by the city.
- (b) It shall be unlawful for any person to interfere with, obstruct, resist or oppose any person authorized to enforce the provisions of sections 34-171 and 34-172.
- (c) Any person who violates the provisions of sections 34-171 and 34-172 shall be charged with a class C misdemeanor; and upon conviction shall be fined as provided for in **each** section ~~4-15~~ of this Code for each day that a violation exists, and a separate offense shall be deemed committed upon each day during or on which a violation occurs or continues.
- (d) Revocation of noise ~~permit; waiver~~. The city shall have the authority to revoke any noise ~~permit, waiver~~, issued hereunder if, at any time, in the sole judgment of the city it appears that:
 - (1) The ~~permit waiver~~-holder or activities covered under the ~~permit waiver~~ are not in full compliance with all applicable ~~permit-waiver~~ standards;
 - (2) The ~~permittee-person or party the waiver was issued~~-does not agree to comply with the conditions of the ~~permit; waiver~~
 - (3) In the sole judgment of the city, a breach of the peace has occurred;
 - (4) Conditions indicate that a breach of the peace is imminent; or
 - (5) Noncompliance with any city rule, law or ordinance.

(Ord. No. 1092, § 4, 3-28-2005)



City Manager

ITEM NO. 3.2

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

Subject:

Discussion and possible action regarding the second reading of an Ordinance amending the City of Lampasas Chapter 82 Utilities, Article III Sanitary Sewer System Subdivision III Pretreatment and Discharge Regulations Section 82-259-Interceptors required, type; location; specifications through Section 82-265 Damaging sewage works.

Requested By: Frank Ellett, Building Official

Submitted By: Frank Ellett, Building Official

Date Submitted: October 7, 2019

For the Agenda of: October 28, 2019

Procurement and Funding Statement:

Attachments: Draft Ordinance

Summary Statement:

This is the second reading of an Ordinance

Recommendation:

To consider a motion to approve the second reading of an Ordinance amending the City of Lampasas Chapter 82 Utilities, Article III Sanitary Sewer System Subdivision III Pretreatment and Discharge Regulations Section 82-259-Interceptors required, type; location; specifications through Section 82-265 Damaging sewage works.

Sec. 82-259. - Interceptors required; type; location; specifications.

(a) Grease, oil and sand interceptors shall be provided for the proper handling of liquid wastes containing grease in excessive amounts, or any flammable wastes, sand and other harmful ingredients; except that such interceptors may not be required for private living quarters or dwelling units. All interceptors shall be of a type and capacity approved by the city manager and shall be located as to be readily accessible for cleaning and inspection.

(b) Grease and oil interceptors shall be constructed of impervious materials capable of withstanding abrupt and extreme changes in temperature. They shall be of substantial construction, watertight and equipped with easily removable covers which when bolted in place shall be airtight and watertight.

(c) A grease trap shall be of adequate size and design to accommodate the discharge from the Establishment at peak operating times. The minimum requirements for grease interceptors are as follows:

1. All Establishments shall install and use grease interceptors according to the following requirements:

a. All grease interceptors shall be located below grade on the exterior of the facility; provided, however, that indoor grease interceptors may be approved by the City.

b. Establishments with four fixtures or less shall have a minimum of a 250-pound capacity grease interceptor.

c. Establishments with more than four fixtures shall have a minimum of a 750-pound capacity grease interceptor.

d. The following items are considered a fixture:

i. each utensil sink (a three or four compartment utensil sink).

ii. each food preparation sink.

iii. each dishwasher.

iv. each mop sink.

v. all floor drains will be considered as one fixture.

vi. all hand sinks will be considered as one fixture.

e. Non-grease producing fixtures shall not be included in calculating fixture numbers (for example, items such as ice machine condensate, dipping wells, and hand sinks in restrooms).

f. All grease-bearing waste streams must be routed through an appropriate grease interceptor, including but not limited to three-compartment sinks, pot/pan sinks, soup kettles, kitchen-area hand-washing sinks, dishwashers, mop sinks and floor drains. Drains that receive "clear waste" only, such as from ice machines or condensate from coils and drink stations, may be plumbed to the sanitary sewer system without passing through the grease interceptor so long as the receiving drain is a "hub" type that is a minimum of two inches above the finished floor.

g. Grease interceptors shall be constructed with a minimum of two chambers, installed at a minimum distance of 10 feet from sinks and dishwashers to allow for adequate cooling of the wastewater. Water and wastewater temperatures must be less than 120 degrees prior to entering the grease interceptor. All grease interceptors must be installed with an Effluent

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Sampling Well.

2. No Establishment shall use a grease interceptor with a capacity smaller than required by this section; provided, however, that the City may approve the use of a smaller capacity grease interceptor if, based on engineer-sealed plans containing drawings and flow calculations, the grease interceptor has a minimum two hour retention time, or if the nature of food preparation at the Establishment involves the preparation of non-greasy food types or products. City approval of smaller capacity interceptors may be revoked or suspended at any time if the discharge from the Establishment exceeds the capacity of the grease interceptor.

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3. The City may exempt existing Establishments from the 750-pound interceptor requirement (5 or more fixtures) if:

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a.) the existing interceptor is functional and is a two-compartment interceptor with a capacity of greater than 100 pounds;

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b.) there is no history of sewage backups, public sewer line blockages or BOD/COD violations from the Establishment;

c.) the anticipated meal-per-day volume or grease-produced volume is low such that the existing grease interceptor is adequate to accommodate anticipated peak time discharges; and

d.) the Establishment's interceptor service or pumping frequency is less than 90 days. Alternate service or pumping frequency may be authorized by the City if inspection or sample analyses support such actions. A State-licensed waste hauler must be hired for pumping and the Establishment must retain records or manifests on-site of waste hauler service for at least two years.

(d) A sand trap, grit-trap or catch basin must be installed to filter sediment and trash from the dirty wash water before it enters the sewer system.

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1. Grit traps are required for permanent car washes and wash bays. Grit cannot be discharged into a sewer because it blocks the lines and may damage city pumps.

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2. All grit-trap wastes- wet or dry- must be disposed of at an authorized facility. Because grit-trap wastes may be contaminated with benzene, lead, oils, and other automotive fluids, landfills usually require test before accepting these wastes.

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(Ord. No. 797, § 4.19, 2-24-97)

Sec. 82-260. - Interceptor maintenance.

Servicing of Grease Traps

Where installed, all grease, oil and sand interceptors shall be maintained by the owner, at his expense, in continuously efficient operation at all times.

(a) Grease interceptors shall be pumped/serviced in accordance with the following requirements:

1. Grease interceptors shall be serviced (pumped, cleaned and inspected) at a regular frequency of not less than 90 days.

2. Grease interceptors shall be cleaned/pumped by a State licensed waste hauler.
3. The waste hauler must furnish the Establishment with a manifest or trip ticket, showing the identity of the hauler, the date of service and the manner or location of disposal.
4. Establishments shall retain the liquid waste trip tickets on site for a minimum of two (2) years from the date of service. Liquid waste trip tickets must be made available to the City upon request.
5. No Establishment shall allow or permit the accumulation of fats, oils, greases or other waste to be present in the second chamber of the interceptor at a depth greater than three inches, and no packed grease greater than one inch at the discharge side port.

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Sec. 82-260- Existing Establishments

(a) Establishments equipped with grease interceptors that do not meet the minimum requirements of this subdivision that were in operation on or before November 1, 2019, may continue in operation unless the City determines that the existing grease interceptor's insufficient capacity presents an unreasonable risk of sewer backups, sewer line flow restrictions, or excessive BOD/COD discharges. Such Establishments shall be required to comply with the pump/service frequency requirements imposed in this subdivision (i.e., 90 days) on and after November 1, 2019, unless the City determines that the existing frequency is inadequate to avoid an unreasonable risk of sewer backups, sewer line flow restrictions, or excessive BOD/COD discharges.

(b) In the event of a determination of unreasonable risk, the Establishment may be required to install grease interceptor equipment of adequate capacity and design to accommodate peak discharges, or provide pumping service at intervals of less than 90 days.

(c) No Establishment shall have a vested right in the continuation of an inadequate grease interceptor.

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(Ord. No. 797, § 4.20, 2-24-97)

Sec. 82-261. - Review and approval; preliminary treatment; required facilities.

- (a) The admission into the public sewers of any waters or wastes having the following shall be subject to the review and approval of the ~~superintendent~~City Manager:
 - (1) A five-day biochemical oxygen demand greater than 300 parts per million by weight;
 - (2) Containing more than 300 parts per million by weight of suspended solids;
 - (3) Containing any quantity of substances having the characteristics described in section 82-41; or
 - (4) Having an average daily flow greater than five percent of the average daily sewage flow of the city.
- (b) Where the ~~superintendent~~City Manager has approved the admission of subsection (a) of this section into the public sewer, that discharge may be subject to a surcharge as determined by the

superintendent. Where necessary in the opinion of the superintendent, the owner shall provide at his expense such preliminary treatment as may be necessary to:

- (1) Reduce the biochemical oxygen demand and/or TSS to 300 parts per million by weight; or
- (2) Reduce objectionable characteristics to constituents to within the maximum limits provided for in section 82-242.

(c) A surcharge for excess strength industrial wastewater shall be charged, in addition to monthly service charges, by the city to industries designated by the city manager as industries that are permitted to discharge excess industrial strength into the city's sewer system. The measurement of excess strength is industrial wastewater that exceeds BOD₅ of 300 mg/l and/or total suspended solids in excess of 300 mg/l. The surcharge in dollars per month will be calculated with the cost being amended from time to time and set by the city council, using the following formula:

Surcharge in \$ per month	=	$\frac{[V \text{ (gallons per month)}] [\text{COT } (\$0.00/\text{lb.})] [\text{BOD}_5 \text{ (ppm)} - 300 \text{ ppm}] [8.34 \text{ lbs./1,000,000 gallons}]}{(1,000,000)}$
	+	$\frac{[V \text{ (gallons per month)}] [\text{COT } (\$0.00/\text{lb.})] - [\text{TSS (ppm)} - 300 \text{ ppm}] [8.34 \text{ lbs./1,000,000 gallons}]}{(1,000,000)}$

(d) Plans, specifications and any other pertinent information relating to proposed preliminary treatment facilities shall be submitted for the approval of the superintendent, and no construction of such facilities shall be commenced until such approvals are obtained in writing.

(Ord. No. 797, § 4.21, 2-24-97)

Sec. 82-262. - Preliminary treatment; maintenance of facilities.

Where preliminary treatment facilities are provided for any waters or wastes, they shall be maintained continuously in satisfactory and effective operation, by the owner at his expense or as described in the terms and conditions of a contract agreed to in advance of development of facilities by both parties.

(Ord. No. 797, § 4.22, 2-24-97)

Sec. 82-263. - Control manhole.

When required by the superintendent ~~City Manager~~, the owner of any property served by a building sewer carrying industrial wastes shall install a suitable control manhole in the building sewer to facilitate observation, sampling and measurement of the industrial wastes. Such manhole, when required, shall be

accessible and safely located, and shall be construed in accordance with plans approved by the city manager. The manhole shall be installed by the owner at his expense, and shall be maintained by him so as to be safe and accessible at all times.

(Ord. No. 797, § 4.23, 2-24-97)

Sec. 82-264. - Measurements; tests; analyses.

- (a) All measurements, tests and analyses of the characteristics of waters and wastes to which reference is made in sections 82-241 and 82-259 shall be determined in accordance with procedures established by the EPA in 40 CFR 136 and amendments thereto, or with any test procedures approved by the EPA administrator. Where the EPA has not under 40 CFR 136 approved analytical techniques for any pollutant then the most current approved edition of Standard Methods for the Examination of Water and Sewage or some other validated method, as determined by the city, will be followed. The tests shall be performed on the samples taken at the control manhole provided for in section 82-261.
- (b) If sampling performed by an industrial user indicates a violation, the user shall notify the city within 24 hours of becoming aware of the violation. The user shall also repeat the sampling and analysis and submit the results of the repeated analysis to the city within 30 days after becoming aware of the violation.

(Ord. No. 797, § 4.24, 2-24-97)

Sec. 82-265. - Damaging sewage works.

No unauthorized person shall maliciously, willfully or negligently break, damage, uncover, deface or tamper with any structure, appurtenance or equipment which is a part of the municipal sewage works.

(Ord. No. 797, § 4.25, 2-24-97)


City ManagerITEM NO. 3.3

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

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

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

Date Submitted: October 22, 2019 For the Agenda of: October 28, 2019

Procurement and Funding Statement: N/A

Attachments: Investment Report prepared by Patterson & Associates

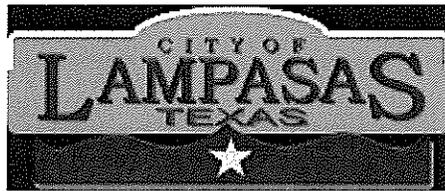
Summary Statement:

The weighted average maturity of City investments is 48 days.

The City's yield to maturity is 1.518

<u>Place of Investment</u>	<u>Investment Amount</u>	<u>% of Portfolio</u>
TexPool / TexPool Prime	\$2,860,179.43	18.19%
TexStar	\$1,613,283.43	10.26%
Bancorp South	\$5,322,958.22	33.85%
Money Market	\$3,903,766.88	24.83%
Frost Bank- Checking	\$ 23,968.43	0.15%
Federal Agency Securities	\$1,999,597.01	12.72%

commendation: Motion to approve by consent.



**Monthly Investment Report
September 30, 2019**

PATTERSON & ASSOCIATES



INVESTMENT PROFESSIONALS

UNDERMINING AN ECONOMIC ENGINE

The themes seen throughout 2019 remain and although the US remains the healthiest economy in the world, it too is slowing. We are on the *economic flats* globally and the markets are unsure which way we will move next – and how quickly we will move there. Throughout this year economic uncertainty has reigned and September was no different. Many of the issues remain the same but failing confidence can always undermine an economic engine.

✓ US manufacturing activity now sits at 2009 levels and is in its 2nd consecutive month of contraction (net of positive index responses under 50) creating a defined manufacturing recession. Fear is that this will undermine the US's longest expansion in history.

✓ Many worry that deteriorating relations between US and China will create further barriers to growth.

✓ Payrolls remain strong, but are watched carefully for weakness.

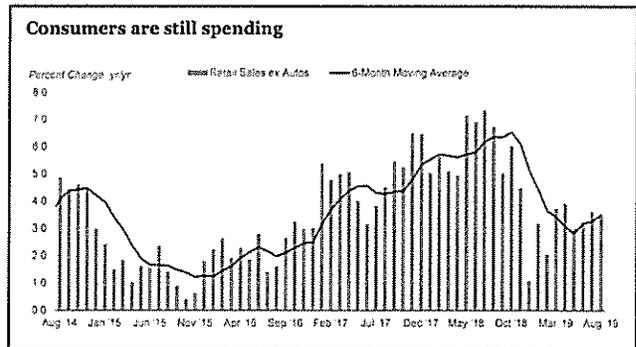
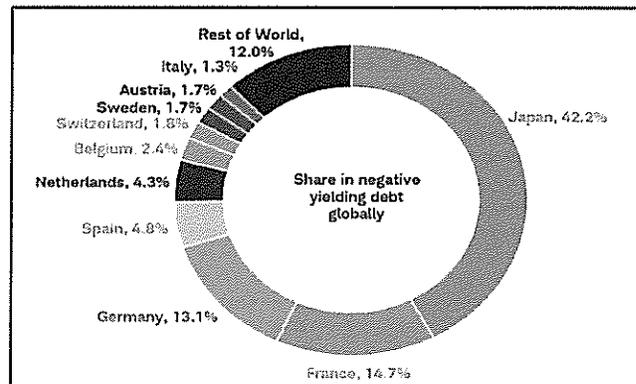
✓ As central banks fight to get their economies moving and create some inflation, the debt levels around the globe are growing to dangerous levels. International rates driven by these banks is also driving funds into the US market for the only yield available.

✓ Rancorous trade talks have undermined and over-shadowed economic news but with Chinese domestic economic problems and Hong Kong violence in play, the Chinese goal of “complete unification” seems unlikely.

✓ Brexit is also in its final throes. Departure from the EU is only 31 days away. UK law demands the PM delay its exit without a deal, but with fluctuating legal issues there is a chance Brexit will occur throwing markets into turmoil.

✓ Congressional tax hike talks, talk of higher regulation and attacks on corporations and their CEOs, is beginning to take its toll.

✓ With evidence of growing weakness across a number of key sectors including housing, manufacturing and business investment, it remains to be seen whether or not the consumer can remain the sole support for the U.S. economy indefinitely. The American consumer after all is no doubt resilient, but not unshakable.





THE FED MOVES

The Fed is always considering and reacting to slowing signs in the economy and like most markets has focused on the manufacturing and non-manufacturing sectors, which are showing considerable weakness.

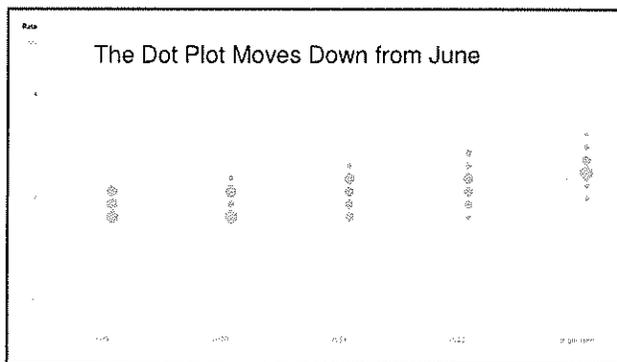
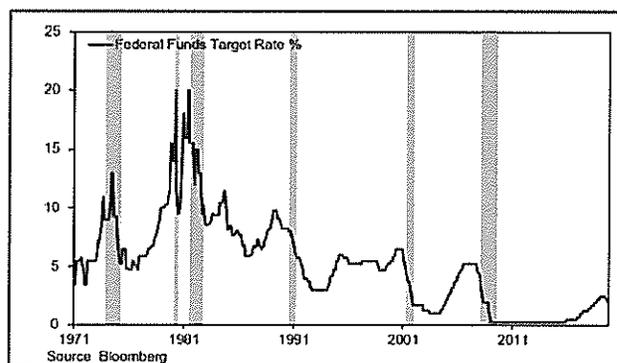
The market had already built in a second Fed Funds rate cut and got it in September making the expected 0.25% rate cut and moving the overnight rates to the 1.75%-2.00% range.

As important to the markets as this rate is, the Fed also cut the interest paid on excess reserves (IOER) by 30bps in response to a massive funding freeze in money markets, putting more financial asset factors in play. The balance sheet increase, which was speculated to boost liquidity, did not occur.

Since the markets had anticipated the rate decision, the Committee's forward guidance became the most important aspect of the move. The markets want a clear-cut statement of future accommodation or at least a dovish tone from the FOMC promising to provide ongoing stimulus. Chair Powell, however, has indicated that only *moderate* moves are necessary at this point. But if the economy turns down, "then a more extensive sequence of rate cuts could be appropriate." Clearly the FOMC is differentiating between the domestic economy and all the global pressures and the balance between. This stance by the FOMC may or may not be enough to stem negative confidence. The timing of settlement of some of the trade issues and Brexit will determine a lot!

The famous *dot plot*, which shows FOMC members anticipation of further rate actions, has moved down. The FOMC is divided with 5 members saying there is no need for additional cuts and 7 expecting one more cut. In other words half see one more cut in 2019. The Fed has to be hesitant to move once again back to zero rates if international events like Brexit, China and trade talks, they might be forced to acknowledge that the end of the credit cycle is getting closer.

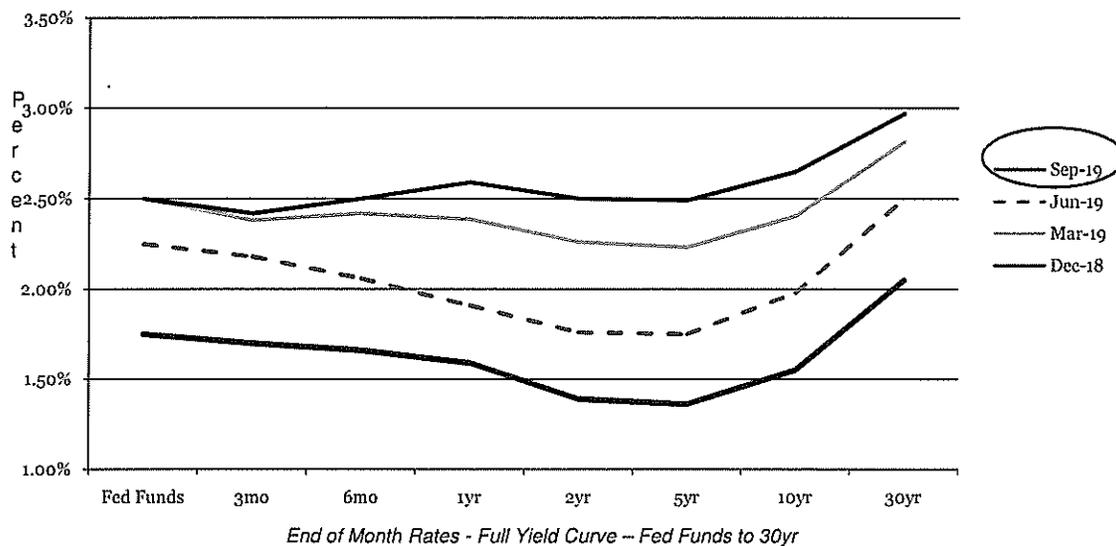
This uncertainty, plus the rate change, caused a *major disruption* in short term funding markets which many public investors saw as a jump in pool rates. This was not a sign of higher rates and does not portend higher rates. It was the result of a massive and complex liquidity squeeze throughout the financial system. It had to do with financial institution regulations, massive treasury redemptions, and earlier balance sheet restrictions which severely restricted liquidity taking rates higher. The NY Fed moved to maintain the overnight rates and rates fell back. The Fed will hopefully move to install systems to prevent such squeezes in the future.





A Major Treasury Price Rally

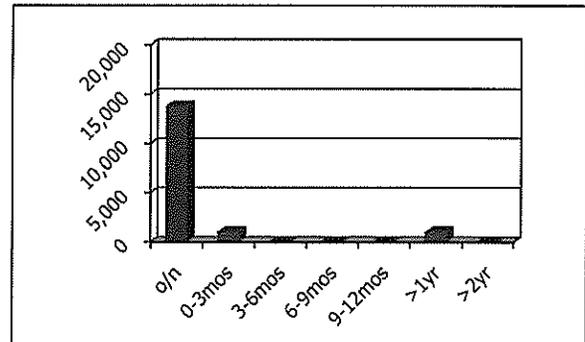
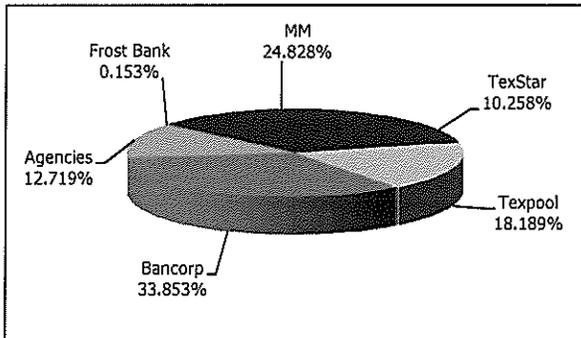
- Equity and bond markets have seen major volatility as reactions to news changes day by day. The waning confidence generated by slowing manufacturing (which is reflective of the trade talks and countermeasures) has buffeted the equity markets and thrown investors into the bond markets taking Treasury yields further down.
- The Fed will also stop the unwinding of its balance sheet two months early, slowing supply in the long end.
- The fed funds and discount rate cuts in September took the overnight rates lower in their general move down, but assets from global markets looking for any yield keep the intermediate rates even lower.
- Positioning portfolios in an inverted curve is tough. The advantage of holding short-term assets makes extension difficult, but as overnight rates sink to the lower rates and another rate cut is expected, portfolios have to extend even 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%.



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
 September 30, 2019

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

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM 365 Equiv.
Federal Agency Coupon Securities	2,000,000.00	2,000,789.47	1,999,597.01	12.72	544	374	2.424
Bancorp South	5,322,958.22	5,322,958.22	5,322,958.22	33.85	1	1	0.769
Texpool/Texpool Prime	2,860,179.43	2,860,179.43	2,860,179.43	18.19	1	1	2.206
TexStar	1,613,283.43	1,613,283.43	1,613,283.43	10.26	1	1	2.107
Frost Bank	23,968.43	23,968.43	23,968.43	0.15	1	1	0.000
Money Market	3,903,766.88	3,903,766.88	3,903,766.88	24.83	1	1	1.337
Investments	15,724,156.39	15,724,945.86	15,723,753.40	100.00%	70	48	1.518
Cash and Accrued Interest							
Accrued Interest at Purchase		341.67	341.67				
Subtotal		341.67	341.67				
Total Cash and Investments	15,724,156.39	15,725,287.53	15,724,095.07		70	48	1.518
Total Earnings							
	September 30 Month Ending	Fiscal Year To Date	Fiscal Year Ending				
Current Year	19,062.72	288,459.05	288,459.05				

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 09/01/2019-09/30/2019
 Data Updated: SET_LAMP: 10/11/2019 16:58
 Run Date: 10/11/2019 - 16:59

Portfolio LAMP
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**City of Lampasas, Texas
Summary by Type
September 30, 2019
Grouped by Fund**

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

Security Type	Number of Investments	Par Value	Book Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Fund: Cash						
Bancorp South	3	4,267,697.33	4,267,697.33	27.14	0.767	1
Money Market	5	3,903,766.88	3,903,766.88	24.83	1.337	1
Federal Agency Coupon Securities	2	2,000,000.00	1,999,697.01	12.72	2.424	374
Texpool/Texpool Prime	1	1,762,024.03	1,762,024.03	11.21	2.164	1
Subtotal	11	11,933,488.24	11,933,085.25	75.90	1.437	63
Fund: Cert. of Obligation 2016						
Texpool/Texpool Prime	1	1,098,155.40	1,098,155.40	6.98	2.275	1
Subtotal	1	1,098,155.40	1,098,155.40	6.98	2.275	1
Fund: Electric						
Bancorp South	1	345,949.49	345,949.49	2.20	0.767	1
Frost Bank	1	23,968.43	23,968.43	0.15	0.000	1
TexStar	1	1,613,283.43	1,613,283.43	10.26	2.107	1
Subtotal	3	1,983,201.35	1,983,201.35	12.61	1.847	1
Fund: LEDC						
Bancorp South	2	440,898.97	440,898.97	2.80	0.767	1
Subtotal	2	440,898.97	440,898.97	2.80	0.767	1
Fund: Selzures						
Bancorp South	2	18,170.12	18,170.12	0.12	0.443	1
Subtotal	2	18,170.12	18,170.12	0.12	0.443	1
Fund: Trust						
Bancorp South	2	72,661.37	72,661.37	0.46	1.017	1
Subtotal	2	72,661.37	72,661.37	0.46	1.017	1
Fund: Water						

City of Lampasas, Texas
 Summary by Type
 September 30, 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	177,580.94	177,580.94	1.13	0.767	1
Subtotal	1	177,580.94	177,580.94	1.13	0.767	1
Total and Average	22	15,724,158.39	15,723,753.40	100.00	1.518	48



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

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

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
Federal Agency Coupon Securities										
3130AFDA2	10053	FHLB Note	11/06/2018	999,854.15	1,000,000.00	1,000,719.70	2.625	2.744	2.782	11/05/2019 35
3134GUBE9	10055	FHLMC Call Note	09/19/2019	999,742.86	1,000,000.00	1,000,069.77	2.050	2.037	2.065	09/13/2021 713
Subtotal and Average				1,999,597.01	2,000,000.00	2,000,789.47		2.391	2.424	373
Bancorp South										
0474	10004	Bancorp South	09/01/2014	4,237,655.20	4,237,655.20	4,237,655.20	0.767	0.756	0.767	1
3213	10006	Bancorp South	09/01/2014	457.03	457.03	457.03	0.767	0.756	0.767	1
4187	10007	Bancorp South	09/01/2014	29,585.10	29,585.10	29,585.10	0.767	0.756	0.767	1
Subtotal and Average				4,267,697.33	4,267,697.33	4,267,697.33		0.758	0.787	1
Texpool/Texpool Prime										
14103	10000	Texpool	09/01/2014	1,762,024.03	1,762,024.03	1,762,024.03	2.164	2.133	2.163	1
Subtotal and Average				1,762,024.03	1,762,024.03	1,762,024.03		2.134	2.164	1
Money Market										
5001632	10023	Austin Capital Bank MM	01/29/2015	248,830.53	248,830.53	248,830.53	1.000	0.986	1.000	1
XXXX579	10026	Business Bank of TX ICS	04/02/2015	3,125,895.84	3,125,895.84	3,125,895.84	1.360	1.341	1.360	1
XXXX561	10029	Business Bank of TX ICS	06/01/2015	529,038.51	529,038.51	529,038.51	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	05/30/2015	1.00	1.00	1.00				1
Subtotal and Average				3,903,766.88	3,903,766.88	3,903,766.88		1.319	1.337	1
Total Investments and Average				11,933,085.25	11,933,488.24	11,934,277.71		1.418	1.437	63

Fund CERTS16 - Cert. of Obligation 2016
Investments by Fund
September 30, 2019

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
Texpool/Texpool Prime										
14103A	10041	Texpool Prime	11/08/2016	1,098,155.40	1,098,155.40	1,098,155.40	2.275	2.243	2.274	1
Subtotal and Average				1,098,155.40	1,098,155.40	1,098,155.40		2.244	2.275	1
Total Investments and Average				1,098,155.40	1,098,155.40	1,098,155.40		2.244	2.275	1

Fund ELEC - Electric
Investments by Fund
September 30, 2019

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
Bancorp South										
0672	10005	Bancorp South	09/01/2014	345,949.49	345,949.49	345,949.49	0.767	0.756	0.767	1
Subtotal and Average				345,949.49	345,949.49	345,949.49		0.756	0.767	1
TexStar										
17390	10001	TexStar	09/01/2014	1,613,283.43	1,613,283.43	1,613,283.43	2.107	2.077	2.106	1
Subtotal and Average				1,613,283.43	1,613,283.43	1,613,283.43		2.078	2.107	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				1,983,201.35	1,983,201.35	1,983,201.35		1.822	1.847	1

Fund LEDC - LEDC
Investments by Fund
September 30, 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	432,560.84	432,560.84	432,560.84	0.767	0.756	0.767	1
2363	10003	Bancorp South	09/01/2014	8,338.13	8,338.13	8,338.13	0.767	0.756	0.767	1
Subtotal and Average				440,898.97	440,898.97	440,898.97	0.758	0.787		1
Total Investments and Average				440,898.97	440,898.97	440,898.97	0.758	0.787		1

Fund SEIZ - Seizures
Investments by Fund
September 30, 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	8,640.87	8,640.87	8,640.87	0.767	0.756	0.767	1
1999	10009	Bancorp South	09/01/2014	9,529.25	9,529.25	9,529.25	0.150	0.147	0.150	1
Subtotal and Average				18,170.12	18,170.12	18,170.12		0.437	0.443	1
Total Investments and Average				18,170.12	18,170.12	18,170.12		0.437	0.443	1

Fund TRUST - Trust
Investments by Fund
September 30, 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	43,060.38	43,060.38	43,060.38	1.017	1.003	1.017	1
6348	10011	Bancorp South	09/01/2014	29,500.99	29,600.99	29,600.99	1.017	1.003	1.017	1
Subtotal and Average				72,661.37	72,661.37	72,661.37	1.003	1.017		1
Total Investments and Average				72,661.37	72,661.37	72,661.37	1.003	1.017		1

Fund WATER - Water
Investments by Fund
September 30, 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	177,580.94	177,580.94	177,580.94	0.767	0.756	0.767	1
Subtotal and Average				177,580.94	177,580.94	177,580.94	0.768	0.767		1
Total Investments and Average				177,580.94	177,580.94	177,580.94	0.758	0.767		1

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INVESTMENT PROFESSIONALS

City of Lampasas, Texas
Cash Reconciliation Report
 For the Period September 1, 2019 - September 30, 2019
 Grouped by Fund

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

Trans. Date	Investment #	Fund	Trans. Type	Security ID	Par Value	Security Description	Maturity Date	Purchases	Interest	Redemptions	Cash
Cash											
09/19/2019	10055	CASH	Purchase	3134GUBE9	1,000,000.00	FHLMCC 1.0M 2.05% Mat.	09/13/2021	-999,700.00	-341.67	0.00	-1,000,041.67
Subtotal								-999,700.00	-341.67	0.00	-1,000,041.67
Total								-999,700.00	-341.67	0.00	-1,000,041.67

Run Date: 10/11/2019 - 11:06

Portfolio LAMP
 AP
 AC (PRF_AC) 7.2.0
 Report Ver. 7.3.6.1

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INVESTMENT PROFESSIONALS

**City of Lampasas, Texas
Purchases Report
Sorted by Fund - Fund
September 1, 2019 - September 30, 2019**

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

CUSIP	Investment #	Fund	Sec. Type	Issuer	Original Par Value	Purchase Date	Payment Periods	Principal Purchased	Accrued Interest at Purchase	Rate at Purchase	Maturity Date	YTM	Ending Book Value
Cash													
3134GUBE9	10055	CASH	FAC	FHLMCC	1,000,000.00	09/19/2019	03/13 - 09/13	999,700.00	341.67	2.050	09/13/2021	2.055	999,742.86
				Subtotal	1,000,000.00			999,700.00	341.67				999,742.86
				Total Purchases	1,000,000.00			999,700.00	341.67				999,742.86

Run Date: 10/11/2019 - 17:04

Portfolio LAMP
AP
PU (PRF_PU) 7.1.1
Report Ver. 7.3.6.1



**City of Lampasas, Texas
Interest Earnings
Sorted by Fund - Fund
September 1, 2019 - September 30, 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	999,725.46	999,791.95	11/05/2019	2.625	2.819	2,187.50	128.69	2,316.19	
14103	10000	CASH	RR2	1,762,024.03	1,758,896.38	1,759,000.64		2.164	2.163	3,127.65	0.00	3,127.65	
5001632	10023	CASH	RR5	248,830.53	248,626.18	248,632.99		1.000	1.000	204.35	0.00	204.35	
3134GUBE9	10055	CASH	FAC	1,000,000.00	0.00	399,889.29	09/13/2021	2.050	2.209	683.33	42.86	726.19	
XXXX561	10029	CASH	RR5	529,038.51	528,451.85	528,471.41		1.360	1.351	586.66	0.00	586.66	
XXXX579	10026	CASH	RR5	3,125,895.84	3,122,429.45	3,122,545.00		1.360	1.351	3,466.39	0.00	3,466.39	
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	4,237,655.20	4,292,324.24	4,290,501.94		0.767	0.802	2,828.50	0.00	2,828.50	
3213	10006	CASH	RRP	457.03	456.74	456.75		0.767	0.772	0.29	0.00	0.29	
4187	10007	CASH	RRP	29,585.10	24,415.12	26,819.01		0.767	0.777	17.12	0.00	17.12	
		Subtotal		11,933,488.24	10,975,327.42	11,378,110.97				1,420	13,101.79	171.55	13,273.34
Fund: Cert. of Obligation 2018													
14103A	10041	CERTS16	RR2	1,098,155.40	1,387,379.33	1,274,481.89		2.275	2.280	2,388.35	0.00	2,388.35	
		Subtotal		1,098,155.40	1,387,379.33	1,274,481.89				2,280	2,388.35	0.00	2,388.35
Fund: Electric													
17390	10001	ELEC	RR3	1,613,283.43	1,610,495.41	1,610,588.34		2.107	2.106	2,788.02	0.00	2,788.02	
1732110	10022	ELEC	RR4	23,968.43	1,024,010.10	623,993.43				0.00	0.00	0.00	
0672	10005	ELEC	RRP	345,949.49	379,388.81	367,798.51		0.767	0.778	235.14	0.00	235.14	
		Subtotal		1,983,201.35	3,013,894.32	2,602,380.29				1,413	3,023.16	0.00	3,023.16
Fund: LEDC													
1092	10002	LEDC	RRP	432,560.84	273,714.53	365,316.28		0.767	0.611	183.58	0.00	183.58	
2363	10003	LEDC	RRP	8,338.13	8,332.80	8,332.98		0.767	0.778	5.33	0.00	5.33	
		Subtotal		440,898.97	282,047.33	373,649.26				0.815	188.91	0.00	188.91

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

CUSIP	Investment #	Fund	Security Type	Ending Par Value	Beginning Book Value	Average Book Value	Maturity Date	Current Rate	Adjusted Interest Earnings			
									Annualized Yield	Interest Earned	Amortization/ Accretion	Adjusted Interest Earnings
Fund: Seizures												
0763	10008	SEIZ	RRP	8,640.87	8,703.26	8,773.31		0.767	0.778	5.61	0.00	5.61
1999	10009	SEIZ	RRP	9,529.25	9,528.04	9,528.28		0.150	0.155	1.21	0.00	1.21
			Subtotal	18,170.12	18,231.30	18,301.60			0.453	6.82	0.00	6.82
Fund: Trust												
6348	10011	TRUST	RRP	29,600.99	29,945.26	29,810.63		1.017	1.028	25.18	0.00	25.18
6349	10010	TRUST	RRP	43,060.38	43,561.21	43,365.37		1.017	1.027	36.62	0.00	36.62
			Subtotal	72,661.37	73,506.47	73,176.00			1.028	61.80	0.00	61.80
Fund: Water												
1639	10012	WATER	RRP	177,580.94	194,045.76	188,231.88		0.767	0.778	120.34	0.00	120.34
			Subtotal	177,580.94	194,045.76	188,231.88			0.778	120.34	0.00	120.34
			Total	15,724,158.39	15,944,431.93	15,908,331.88			1.458	18,891.17	171.55	19,062.72

PATTERSON & ASSOCIATES



INVESTMENT PROFESSIONALS

**City of Lampasas, Texas
Amortization Schedule
September 1, 2019 - September 30, 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 09/01/2019	Amount Amortized This Period	Amt Amortized Through 09/30/2019	Amount Unamortized Through 09/30/2019
Cash										
10053 FHLB Note	CASH	11/05/2019	1,000,000.00 2.625	998,460.00	-1,540.00	999,854.15	1,265.46 -274.54	128.69	1,394.15	-145.85
10055 FHLMC Call Note	CASH	09/13/2021 12/13/2019	1,000,000.00 2.050	999,700.00	-300.00	999,742.86	0.00 -300.00	42.86	42.86	-257.14
			Subtotal	1,998,160.00	-1,840.00	1,999,597.01	1,265.46 -574.54	171.55	1,437.01	-402.99
			Total	1,998,160.00	-1,840.00	1,999,597.01	1,265.46 -574.54	171.55	1,437.01	-402.99

Run Date: 10/11/2019 - 17:08

Portfolio LAMP
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AS (PRF_ASW) 7.2.1
Report Ver. 7.3.6.1



**City of Lampasas, Texas
 Projected Cashflow Report
 Sorted by Monthly
 For the Period October 1, 2019 - April 30, 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

Lampasas Fire Department

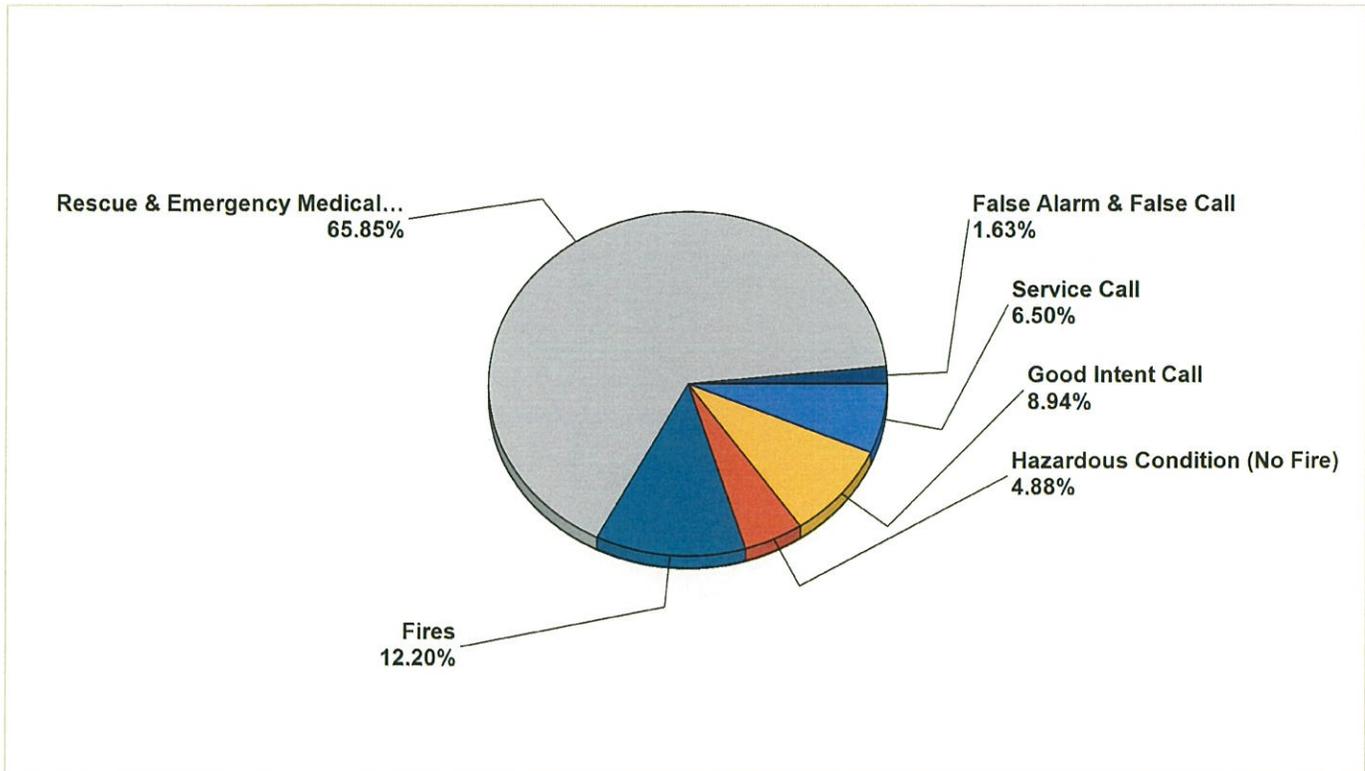


Lampasas, TX

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Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 09/01/2019 | End Date: 09/30/2019



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	15	12.20%
Rescue & Emergency Medical Service	81	65.85%
Hazardous Condition (No Fire)	6	4.88%
Service Call	8	6.50%
Good Intent Call	11	8.94%
False Alarm & False Call	2	1.63%
TOTAL	123	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	1	0.81%
122 - Fire in motor home, camper, recreational vehicle	1	0.81%
132 - Road freight or transport vehicle fire	1	0.81%
140 - Natural vegetation fire, other	1	0.81%
142 - Brush or brush-and-grass mixture fire	4	3.25%
143 - Grass fire	7	5.69%
311 - Medical assist, assist EMS crew	63	51.22%
320 - Emergency medical service, other	3	2.44%
322 - Motor vehicle accident with injuries	5	4.07%
323 - Motor vehicle/pedestrian accident (MV Ped)	1	0.81%
324 - Motor vehicle accident with no injuries.	8	6.50%
353 - Removal of victim(s) from stalled elevator	1	0.81%
412 - Gas leak (natural gas or LPG)	3	2.44%
440 - Electrical wiring/equipment problem, other	1	0.81%
462 - Aircraft standby	1	0.81%
480 - Attempted burning, illegal action, other	1	0.81%
551 - Assist police or other governmental agency	4	3.25%
553 - Public service	3	2.44%
561 - Unauthorized burning	1	0.81%
611 - Dispatched & cancelled en route	10	8.13%
651 - Smoke scare, odor of smoke	1	0.81%
700 - False alarm or false call, other	2	1.63%
TOTAL INCIDENTS:	123	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

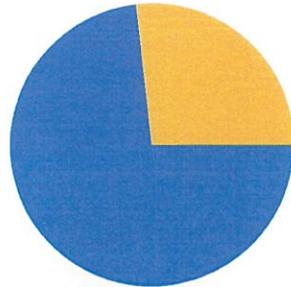
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Count of Incidents by Incident Type per Zone

Incident Status: Reviewed | Start Date: 09/01/2019 | End Date: 09/30/2019

% of Incidents per Zone



■ City Limits - City Limits
■ County - County

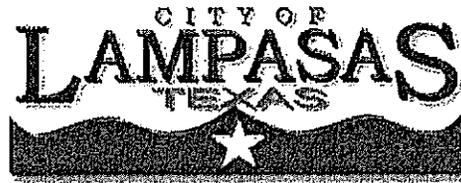
INCIDENT TYPE	# INCIDENTS	% of TOTAL
City Limits - City Limits		
132 - Road freight or transport vehicle fire	1	0.81%
143 - Grass fire	2	1.63%
311 - Medical assist, assist EMS crew	55	44.72%
320 - Emergency medical service, other	3	2.44%
322 - Motor vehicle accident with injuries	4	3.25%
323 - Motor vehicle/pedestrian accident (MV Ped)	1	0.81%
324 - Motor vehicle accident with no injuries.	5	4.07%
353 - Removal of victim(s) from stalled elevator	1	0.81%
412 - Gas leak (natural gas or LPG)	2	1.63%
462 - Aircraft standby	1	0.81%
480 - Attempted burning, illegal action, other	1	0.81%
551 - Assist police or other governmental agency	4	3.25%
553 - Public service	1	0.81%
611 - Dispatched & cancelled en route	6	4.88%
651 - Smoke scare, odor of smoke	1	0.81%
700 - False alarm or false call, other	2	1.63%
Zone: City Limits - City Limits Total Incident:	90	73.17%
County - County		
100 - Fire, other	1	0.81%
122 - Fire in motor home, camper, recreational vehicle	1	0.81%
140 - Natural vegetation fire, other	1	0.81%
142 - Brush or brush-and-grass mixture fire	4	3.25%
143 - Grass fire	5	4.07%
311 - Medical assist, assist EMS crew	8	6.50%
322 - Motor vehicle accident with injuries	1	0.81%
324 - Motor vehicle accident with no injuries.	3	2.44%
412 - Gas leak (natural gas or LPG)	1	0.81%
440 - Electrical wiring/equipment problem, other	1	0.81%

Report shows count of incidents for Status selected.

553 - Public service	2	1.63%
561 - Unauthorized burning	1	0.81%
611 - Dispatched & cancelled en route	4	3.25%
Zone: County - County Total Incident:	33	26.83%
TOTAL INCIDENTS FOR ALL ZONES:	123	100%

Report shows count of incidents for Status selected.

Memo



Parks and Recreation Dept.

To: Honorable Mayor and City Council Members
CC: Finley deGraffenried, City Manager
From: Chris Eicher, Director of Parks and Recreation
Date: October 24, 2019
Re: Monthly Report September 2019

PARKS

The parks department spent the majority of September mowing and weed eating, performing equipment maintenance, cutting up and hauling away fallen and diseased trees, rebuilding damaged pick nick tables, spent multiple hours in meetings discussing and planning for new restroom at Campbell Park, assisting with several projects in other departments along with performing daily duties as needed.

SPORTS FACILITIES

September was pretty typical for the sports facilities crew as well. The crew spent most of their time mowing and weed eating, aerating and fertilizing all sports fields, performing equipment maintenance, and building and grounds maintenance.

CEMETERY ACTIVITIES

(see attached)

AIRPORT

- Check hangers, fuel station, runways, taxiways, lights and pilots lounge
- Planned Young Eagle event for the airport
- Mowed runways, fence lines and hangar areas
- Mowed airport property

**WEEKLY WORK SCHEDULES
PARKS DEPARTMENT**

WEEK OF: SEPTEMBER 22-28, 2019

	ESTIMATED	ACTUAL
TOTAL HOURS	240.00	240.00
OVERTIME	10.00	6.00
PART-TIME/TEMPORARY		
LESS VACATION		
LESS SICK		5.00
SUPERVISION	20.00	20.00
LESS OTHER		
TOTAL HOURS	230.00	221.00

WORK ORDERS

# OF SCHEDULED/COMPLETED		
MAN HOURS		
NUMBER STILL OPEN		
TOTAL HOURS - WORK ORDERS	-	-

PROJECTS

TOTAL HOURS - PROJECTS	-	-

OPERATIONS & MAINTENANCE

CLEANING PARKS	36.00	36.00
AIRPORT MAINT.	5.00	5.00
MOWING/WEED EATING	50.00	48.00
BUILDING/GROUNDS	88.00	84.00
EQUIP/VEHICLES/SHOP	31.00	28.00
TOTAL HOURS - O&M	210.00	201.00

OTHER

OFFICE	10.00	10.00
MEETINGS	10.00	10.00
TOTAL OTHER:	20.00	20.00
TOTAL CATAGORIES	230.00	221.00

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

I) Regular Personnel Hours Available: 1080.00

<u>LESS:</u>		
A)	Vacation Leave	32.00
B)	Sick Leave	5.00
C)	Supervision/Training	64.00
D)	Holiday	56.00
E)	Other (PERSONAL DAY)	16.00
SUB-TOTAL		173.00

<u>PLUS:</u>		
A)	Over Time	28.00
B)	Temporary Labor	
C)	Part Time	
D)	Transfer	
SUB-TOTAL		28.00

TOTAL HOURS AVAILABLE FOR THE MONTH: 935.00

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>Other:</u>					
Sub-total Hours on Projects:					0.00

IV) Department Operations and Maintenance for the Month.					
Cleaning Parks					141.00
Airport Maint.					19.00
Mowing/Weed eating					254.00
Building and Grounds					341.00
Equipment/Vehicles/Shop					100.00
Office/Meetings					80.00
Sub-total Hours on Projects:					935.00

TOTAL HOURS FOR DEPARTMENT 935.00

V) Department's Proposed Projects for next Month					
Christmas Decorations					100.00
Total Estimated Hours on Proposed Projects:					100.00

Department: SPORTS FACILITIES
Monthly Activity Report
MONTH OF SEPTEMBER 2019

I) Regular Personnel Hours Available: 480.00

LESS:

A)	Vacation Leave	8.00
B)	Sick Leave	16.00
C)	Supervision/Training	
D)	Holiday	24.00
E)	Other (?)	8.00

SUB-TOTAL 56.00

PLUS:

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

SUB-TOTAL 16.00

TOTAL HOURS AVAILABLE FOR THE MONTH: 440.00

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>Spread Special Blend Fertilizer at 580 Complex</u>	8.00	
<u>Prep 580 Sports Complex for Upcoming Fall Soccer Season</u>	16.00	

Other:		
Sub-total Hours on Projects:		24.00

IV) Department Operations and Maintenance for the Month.

<u>Cleaning Fields</u>	110.00	
<u>Turf Management</u>	100.00	
<u>Mowing/Weed eating</u>	85.00	
<u>Building and Grounds</u>	55.00	
<u>Equipment/Vehicles/Shop</u>	58.00	
<u>Office/Meetings</u>	8.00	
Sub-total Hours on Projects:		416.00

TOTAL HOURS FOR DEPARTMENT 440.00

V) Department's Proposed Projects for Next Month

<u>Spread Special Blend Fertilizer at 580 Complex</u>	8.00	
<u>Replace Section of Chain Link Fence at Gavin Garrett</u>	24.00	

Total Estimated Hours on Proposed Projects:		32.00

Memo



Oak Hill Cemetery

To: Chris Eicher, Parks & Rec. Director
From: Duane Griffith Cemetery Crew Leader
Date: 10/18/2019
Re: End of the month report September

Interments	5 2 (Cremation)
Fee's for over site	\$325.00
Sites sold	2) \$1,000.00
Niche sales	0
Beautification fund	\$228.00
Visitors Assisted	4
Level & Backfill sites	2
Meetings Attended	1
Permits Issued – n/c	0
Permits Issued – chg	0

- Received 2019 Chevrolet Pickup (Thank You !)

DEPARTMENT: CEMETERY
MONTHLY ACTIVITY REPORT

FOR THE MONTH OF: SEP 2019

Regular Personnel Hours Available:

504

LESS:

A)	Vacation Leave/Personal Day	8
B)	Sick Leave	0
C)	Jury Duty	0
D)	Other (holiday/bad weather)	24
E)	Supervision	23.5
SUB-TOTAL		55.5

PLUS:

A)	Transfer from Parks	0
B)	Seasonal Labor/Temp	0
C)	Other (Community service)	0
D)	Overtime	8
SUB-TOTAL		8

TOTAL HOURS AVAILABLE FOR THE MONTH: 456.5

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	185
Equip & Veh Maint	25
Buildings & Grounds	219
Office Operations	27.5
Sub-total Hours on OM Projects: 456.5	

OTHER

0	0
0	0
0	0
Sub-total Other 0	

TOTAL HOURS FOR DEPARTMENT 456.5

Department's Proposed Projects for next Month

	0
	0
Total Estimated Hours on Proposed Projects:	0

Memo

To: Finley deGraffenried, City Manager
From: Monica Wright, Director of Information Systems
Date: Tuesday, October 7, 2019
Re: September 2019 Monthly Report



Information Systems

IT Service Tickets:

September 2018	September 2019
100	188

Social Media Stats:

	September 2018	September 2019	
Facebook Followers	5,165	5,738	+573 FB page followers
Twitter Followers	355	465	+110 Twitter followers

Website Payments:

	September 2018	September 2019	
City Utility	307 \$121,163.68	379 \$152,211.93	+72 online payments +\$31,048.25
Municipal Court	21 \$4,708.19	36 \$7,015.62	+15 online payments +\$2,307.43

Website Stats:

	September 2018	September 2019	
Page Visits	8,959	9,280	+ 321 visits
Page Views	18,071	18,707	+636 page views
Downloads	2,634	1,288	-1,346 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:

- Terminate data/power drops in PD Patrol Bay (Fall 2019)
- Configure/replace (2) host servers (Fall 2019)
- Obtain quotes/install HVAC mini split in IT Building server room (Fall 2019)
- Configure/replace PD Video server (FY 19-20)
- 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)
- Configure/replace (17) PCs (FY 19-20)
- Replace Council Ipads (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, Municipal Court, and IT Building (FY-19-20)

September Projects:

- Ransomware attack recovery
- Rebuilt VM servers
- Rebuilt PD host server
- Agenda item for replacement host servers/purchased
- Agenda item for (6) replacement PCs/purchased
- Configured/replaced (6) desktop pcs
- Configured/setup PC at City Hall for users not on network
- Fixed Kiddo Card software problems
- Re-installed E-panic software on pcs that were re-built
- Installed HR management software
- Completed LASO training for PD
- Attended body camera training in Belton: 9-23
- Exit interview with the SOC regarding ransomware attack: 9-27
- Replaced failing hard drive/failing fans on WG Video server
- Replaced PD patrol monitors
- Enabled replication on VM servers
- Replaced Verizon aircard at PD

October Projects:

- Quote for antivirus annual renewal/purchase
- Renew annual antivirus software agreement
- Schedule TSM Consulting onsite days
- Civic Plus Civic Clerk agreement signed and sent back
- Civic Clerk project timeline/implementation
- Create Hostess House pages on website/transfer domain name
- Assist staff with facility module on website for facility reservations
- Quote for network remote access software/purchase
- Quote for backup software/purchase
- Phone vendor onsite for state elevator inspection at Old City Hall: 10-9
- Configure/install (2) replacement City Hall host servers
- Terminate data cables in PD patrol bay
- Meeting to discuss PD replacement video server/Obtain quote
- Obtain quotes for IT building HVAC mini split/installation
- PD TDEX PC back online
- Purchase PD rack mount UPS/install
- Install patch panel in IT server rack at IT Building
- Attend cyber security webinar: 10-17
- Relocate PD patrol color laser printer
- Run network cable/terminate at IT Building
- Install Cat 6 jack terminations/wall plates at IT Building
- Run Cat 6 cable for cameras at Old City Hall
- Configure/install cameras at Old City Hall
- Relocate IT inventory to IT Building

Daily/Weekly/Monthly Tasks:

- OS updates on City Hall, PD, Library and WWW NAS devices
- OS updates to firewalls
- Install Windows updates on City & PD servers & workstations
- Content updates to LEDC Website/Facebook/Twitter
- Content updates to the City Website/Facebook/Twitter

- Reply to website/social media submissions/requests
- Perform routine maintenance on hardware and software
- Backup all workstations/servers/NAS storage devices
- Update virus / spyware definitions and apply security patches to computers/servers
- Order toner needed in each department
- Prepare reports for and attend directors meeting and City Council meeting
- IT monthly report
- LEDC website analytics monthly report
- Continued education of network security threats
- Continued research of applications/software for departments

Future Projects & Goals:

- 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

SEPTEMBER 2019

Circulation	We circulated 5,657 items in September, which is up 1.2% from August (5,590).
Door Count	The September door count (4,359) was down 2.9% from last month.
Internet Usage	Internet usage (676) was down 8.6% from August (740).
Wifi Usage	We had 255 distinct clients use the public wifi in September, which down 13.9% from August. There were an average of 19 users per day, down 13.6% from last month.
Text Interactions	We communicated, via text messages, with 122 unique phone numbers in September, which is up 17.3% from August (104). We sent/received a total of 703 messages, which is up 14.5% from last month (614).
Sept Programs	We offered 10 programs in September (same as August), which included story times, How Pinteresting!, Cornelia Key Book Club, Brain Health, Lego Robotics, 42 Club, and the "Cards & Cones" event that helped us kick off Library Card Sign-Up Month.
Sept Attendance	Total attendance for September programs was 278, compared to 95 in August. We estimate about 180 people attended the "Cards & Cones" event on September 7.
Library Cards	We issued 121 library cards during Library Card Sign-Up Month.
Upcoming Programs	October programs include story times, Cornelia Key Book Club, Lego Robotics, How Pinteresting!, 42 Club, and an all-day Genealogy Workshop that we will live stream on October 18. We are also starting two new Spanish classes. Spanish 101, which is for adults, will meet the 1 st and 3 rd Tuesdays at 10am, and the Spanish for Kids class will meet the 1 st and 3 rd Saturdays at 10am.
New Hire	Elizabeth Leal started on September 18, as our new part-time clerk. She is doing well and catching on quickly.
Design Institute	Shanda, Emily, and Jennifer Walker will attend the Library Journal Design Institute on October 11. This full-day event, held at the Austin Public Library, will allow us interaction with architects, librarians, and vendors on all topics involved with building or renovating libraries.



Memo

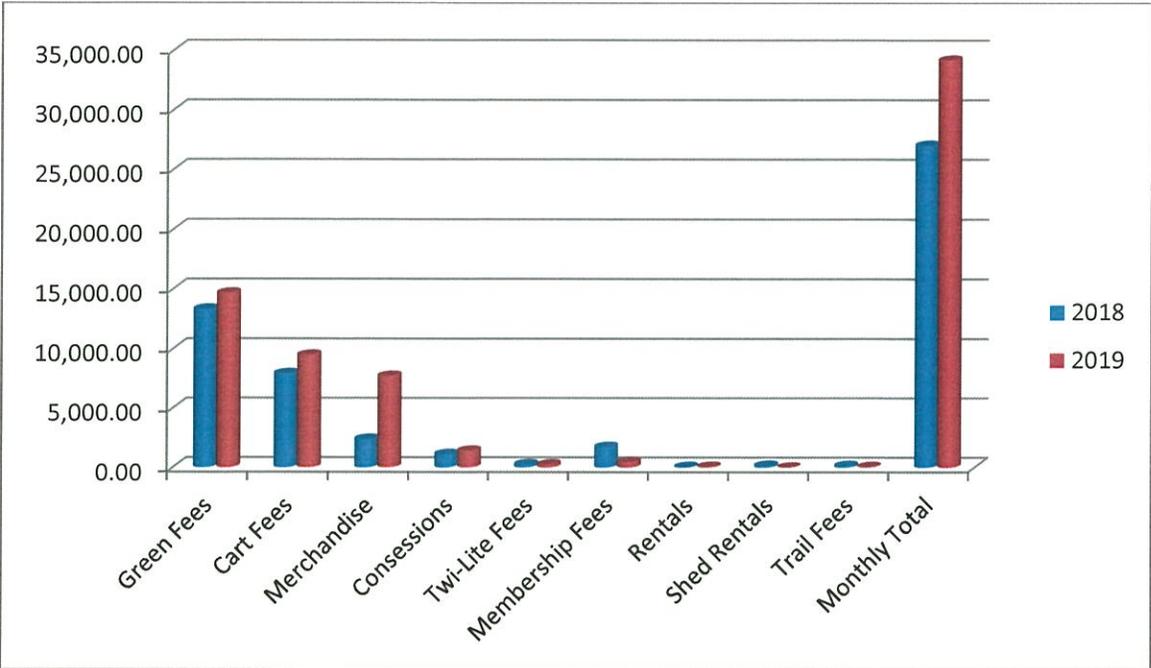
To: Finley deGraffenied, City Manager
From: Van Berry, Golf Course Manager
cc: City Council Members
Date: October 1, 2019
Re: Monthly Report, September 2019

- Applied 800 lbs. of Gypsum on the greens.
- Applied 600 lbs. of 0-0-30 (potash) on the greens.
- Applied 300 lbs. of fertilizer on the greens.
- Sprayed liquid Sevin (insecticide) on the greens to control earwigs. Earwigs are an insect that burrow into the greens, eat the roots, and make a dirt mound about the size of a half dollar.
- Normal daily and weekly mowing of the greens, tees, rough and fairways.
- The golf course crew re-striped the Pro Shop parking lot.
- Applied 6,500 lbs. of fertilizer on the rough and fairways.
- Robert Stewart with All-Star Paving re-paved the cart trails on #16, the left side of #17 and #18. This is the first time he has paved at the course and did an excellent job, he was in and out in a couple of days.

SEPTEMBER TOURNAMENTS:

- September 14 – St. Mary's Catholic Church 3-Person Scramble, 72 golfers.
- September 22 – Club Championship, 60 golfers.

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



Memo



To: Finley deGraffenried, City Manager, Honorable Mayor and City Council
From: Lewann Turner, Court Clerk
Date: Tuesday, October 22, 2019
Re: Monthly Report August 2019

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

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

New Cases	175
Convictions	79
Compliance Dismissals	73
Hrs. Community Service Completed	138
Total Dollar Amount CS	\$1,725.93
Waived for Indigency	\$287.00
Total Collected	\$30,257.08
Total kept by City	\$22,845.26

CITY SECRETARY DEPARTMENT/ SEPTEMBER 2019 MONTHLY REPORT

City Secretary Brief Monthly Overview

- Post Board and Committee meetings' agendas
- Assisted the Accountant(s) with payroll checks and Employee Longevity checks
- Assist, as needed, with the Building & Planning Department
- Attend weekly Director's meetings; attended and took minutes of September 9 & 23 regular Council meetings
- Processed (8) Open Records Requests; does not include those that Becky or Vicki may have responded to
- HR Department 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 Planning & Zoning Meeting held on September 5, 2019
- Attended the September 9 & 23 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.
- Assist with handling the reservations and rentals of Historic Hostess House, Hancock Park Pavilion and Ruth Eakin Outdoor Theater
- Maintains inspection and registration process for all City vehicles
- Attended the TMHRA Seminar in Georgetown on September 13.
- Attended & prepared minutes for the September 18 LEDC Board meeting and September 19 Parks Board meeting.

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 & 2 P/T vacancies: Asst. City Manager, Parks Maintenance Technician and Building Maintenance/Custodian (now fulltime position)
- Shane Wolfe and Lane Lewis were both promoted from Part-time Firefighters to Fulltime Firefighters.
- Courtney Glas was hired as Part-time Police Cadet and William Nicholas was hired as fulltime Police Cadet.

To: Finley deGraffenried, City Manager
From: Sammy Bailey, Chief of Police
Date: October 8, 2019
Ref: City Council September 2019 Monthly Report

TML paid half the tuition so that Sgt. Sheldon could attend and graduate from the Texas Sergeant Academy, Dispatchers Moreno and Fritz completed their 40 hour basic telecommunication operator training.

Our building was painted on the outside and inside in September. Thanks to you and LCRA it is really looking nice, we still have a few things to complete before we report back to LCRA to complete the grant. We can't thank Duane Griffith enough for building desk for the squad room. They will provide needed desk space and truly enhance the looks of the room.

Lt. Montgomery, FTO Wilson and J.P. Harris recovered two stolen vehicles.

- Our statistics compared to last year continue to be on the rise in most categories. We had 120 more cases reported than last year; 78 more felonies and 42 more misdemeanors. We cleared 116 more cases.
- We arrested 31 more adults and 15 less juveniles were referred. We served or caused to pay 42 less warrants. Overall we made 351 more arrest than last year. As a reference we made 19 more DWI/DUI arrest, 26 more marijuana/drug possession cases, 11 more juvenile tobacco cases, and 30 more field contacts.
- We issued 377 more traffic citations and 678 more warnings. Total department contacts are up 1024. We conducted 63 more public relation contacts/events than last year.
- We continue to see a rise in crashes, they are random in locations and causes in the city. We had a total of 208 as compared to 200 last year with 7 more minor and 1 more major. We continue to focus on high traffic and crash areas to try and reduce accidents.
- Code Enforcement had 46 more complaints than last year.
- We had 371 more calls for service. 28,760 more phone calls, 38 less escorts, 31 more motorist assist. This month, we dealt with 5 persons in behavioral crisis and 1 emergency order of detention was issued.
- Dispatch had 210 calls from 911 with no text to 911 this month for 184 less 911 calls. Records processed 40 open records request for 329 for the year so far.
- Animal Control had 57 less calls and impounded 94 more animals.
- CPAAA volunteered 31 hours this month with 601.25 thus far for the year.
- The Animal Shelter took in 38 dogs; 12 for the city and 26 for the county. They took in 100 cats with 60 from the city and 40 from the county and 6 other animals from the city and county.

We recruited from the CTC Police Academy again and received several promising applications.

We worked on coordinating National Night Out, completed department evaluations, and started preparing for the Christmas Open House at the Fire Department with a tentative date of December 9, 2019.

I speak for the department as a whole when I say thank you to all you do for the department and our community.

	September-19	YTD	09/2018 YTD
ACCIDENTS:			
MINOR ACCIDENTS	16	186	179
MAJOR ACCIDENTS	3	22	21
FATAL ACCIDENTS	0	0	0
TOTAL ACCIDENTS	19	208	200
CODE ENFORCEMENT:			
HIGH WEEDS & TRASH	19	218	241
JUNK / UNREGISTERED VEHICLES	5	41	73
SUBSTANDARD HOUSING	2	5	5
BUILDING COMPLAINTS	0	2	1
MISCELLANEOUS	13	202	102
TOTAL CODE COMPLAINTS	39	468	422
DAILY ACTIVITIES:			
CALLS FOR SERVICE	973	9370	8999
TELEPHONE CALLS RECEIVED	4673	47706	18946
ESCORTS	72	664	702
MOTORIST ASSISTS	56	491	460
EMERGENCY ORDER OF DETENTION	1	11	
BEHAVIORAL CRISIS	5	41	
911 CALLS	210	2003	2187
TEXT TO 911	0	0	
OPEN RECORD REQUESTS	40	329	
*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	167	1545	1602
ANIMAL IMPOUNDS	67	532	438
CPAA VOLUNTEER HOURS:	31.00	601.25	193.85

WARRANT TOTALS

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

	Sep-19	YTD	09/2018 YTD
WARRANT TOTALS:			
LMC WARRANTS ISSUED	12	570	692
LMC WARRANTS RECALLED	48	535	1860
LMC WARRANTS SERVED OR PYMT ARRANGEMENTS MADE AT LMC	28	313	282
LMC WARRANTS PAID AT LMC / PD	0	5	51

	Sep-19	YTD	08/2018 TO YTD
WARRANT \$ AMOUNTS:			
LMC WARRANTS ISSUED	\$8,404.29	\$364,593.94	\$72,264.80
LMC WARRANTS RECALLED	\$28,117.48	\$293,138.96	\$69,334.90
LMC WARRANTS SERVED OR PYMT ARRANGEMENTS MADE AT LMC	\$21,179.27	\$200,474.84	\$39,871.82
MONEY COLLECTED AT PD	\$0.00	\$2,833.37	\$3,741.50

Report Prepared by Kelli Sanguinet 10/08/2019



Finance/Utility Billing & Collection

MEMO

Date: October 22, 2019

To: Finley deGraffenried, City Manager

From: Yvonne Moreno, Finance Director

RE: Monthly Report for September 2019

Finance Department:

- * Worked on finalizing budget and preparing tax and budget ordinance.
- * Reviewed all Journal entries.
- * Provided auditors with inventory count sheets for Inventory verification.
- * 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 September was \$2,388.75
- * Coordinated with City Manager regarding investment held in Frost safekeeping.
- * Worked with McCall, Parkhurst, and Horton regarding 2019 Refunding
- * Sales Tax for September was \$170,437 which is an increase of 15.00% from September of 2018.
- * Reconciled 18 bank accounts
 - Processed 412 Accounts Payable Checks
 - Processed Bi-Weekly Payroll and Longevity Checks

Utility Department:

- The Electric billing for September was 8.47% higher than was billed in September 2018.
The Water billing for September 2019 was 18.56% higher than what was billed in September 2018.
- September Statistics for the department:

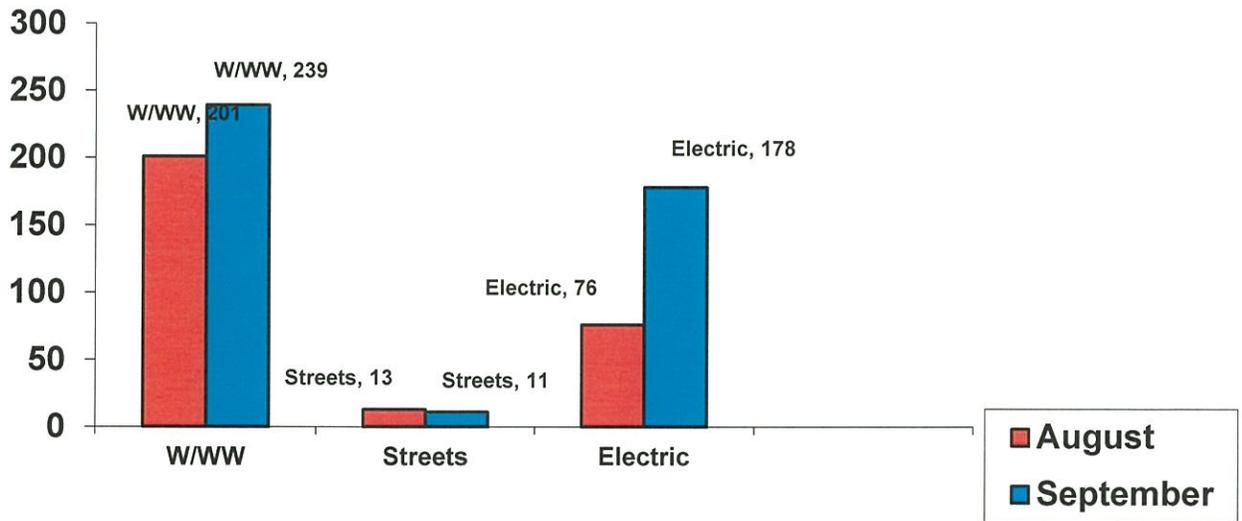
Total Water Customers	3,498
Total Wastewater Customers	2,804
Total Electric Customers	4,709
Residential Garbage Customers	2,705
Connects:	49
Disconnects:	43
Read In/Read Out:	41
Disconnects for Non-Pay:	14 (reconnected 5)



Public Works

OCTOBER 2019

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



Work Order Summary:

Received: 290
Completed: 256
Voids: 2

Memo



To: Rickie Roy
From: Carlos Garcia
Date: Tuesday, October 22, 2019
Re: September Monthly

Mr. Roy,

For the month of September, the Street 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 = 11, Total Complete = 8, Total Outstanding = 3, Total Void = 0
- 5) Completed the concrete work to the new city council chambers and striped
- 6) Completed the hot mix roads that we got bids on.

For the month of October, we will continue routine road and patching repair. Seal coat Spring Street. We will be getting ready for brush chipping for the month of November.

Memo



To: Rickie Roy
From: Flint Geagley
Date: October 8, 2019
Re: September Activities

Electric Department

This month's activities involved:

- Received a total of 82 work orders and completed 77.
- Set 19 poles, pulled poles that TV cable have gotten off of
- Connected: 1 upgrade, 4 new services, and 6 temps
- Set 19 poles: 9 poles for new business on north Hwy 183 (3 phase line), 1 service pole to upgrade low line at 1006 west Ave C, 2 poles in the 900 blk of east Ave B for new houses, 2 poles at 1110 east Ave H to upgrade low line, 4 poles at Stone Valley and 1 replaced pole at golf course low line
- Overtime: Received 3 callouts – 1 tree fell on line, 1 refused line (unknown) and 1 on customer side
- Activities for the Year 2018 - 2019:
- Pole Inspection replacement: total 389 poles, have replaced 260 poles
- Stone Valley: Built line between Limestone Drive and Sandstone Cove (45% complete)
- Burger King: received transformer, customer finished transformer pad we should be able to set transformer and run underground primary in October (50% 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)

Monthly Report



To: Rickie Roy, Public Works Director
From: Van Sims, W/WW Operations Manager
Date: October 14, 2019
Re: September 2019 Monthly Report

Water/Wastewater
Department

Summary of Activities

- **Operation of Water Distribution System**
 1. Made 7 new service taps.
 2. Repaired 13 water leaks.
 3. Set 2 water new water meters.
 4. Completed required monthly flushing.
 5. Conducted all required water testing; recorded and logged data.
 6. Began Deer Trail water looping project.

- **Operation of Wastewater Collection System**
 1. Made one new sewer tap.
 2. Cleared 9 sewer stoppages.
 3. Serviced Windsor line.
 4. Completed all monthly lift station checks.

- **Operation of Wastewater Treatment Facility**
 1. Completed all daily checks of equipment and facilities.
 2. Collected all TCEQ required samples for the municipal plant.
 3. Performed all required analysis, recorded and logged data.
 4. Performed all routine maintenance on scheduled equipment.
 5. Removed 160 yds of cake.

- Total Work Orders Completed -219
- Utility Locates -40
- Customer Service Calls -18

Location	Name	Date	Start Time	End Time	Time Flushed	GPM	Gallons Flushed	Pre Cl2	Post Cl2	Nitrite
Sunrise Hills	de	9/23/19	8:40	9:00	20	700	14,000	3.6	3.6	
Dawns Peak	de	9/23/19	8:15	8:30	15	700	10,500	1	1.0	
Santa Fe Square	de	9/25/19	3:30	3:45	15	900	13,500	3.2	3.2	
Country Inn	de	9/26/19	10:20	10:50	30	700	21,000	4.7	4.7	
281 South/ High School	de	9/27/19	8:00	8:40	40	1100	44,000	3.2	3.2	
Golf Course	de	9/26/19	10:00	10:15	15	500	7,500	2	2.0	
6th/ Rice	de	9/26/19	9:30	9:50	20	800	16,000	2.7	2.7	
6th/ Sumac	de	9/25/19	11:05	11:40	35	500	17,500	2.5	2.5	
West 4th St.	de	9/23/19	9:20	9:40	20	500	10,000	2.7	2.7	
Cr. 1024	de	9/24/19	2:10	2:20	10	700	7,000	2.3	2.3	
Cr. 1025	de	9/24/19	1:30	2:00	30	500	15,000	0.8	0.8	
2nd @ Spring St.	de	9/25/19	8:50	9:15	25	700	17,500	1	1.0	
North @ Porter	de	9/27/19	10:30	11:00	30	500	15,000	1.3	1.3	
Landon @ 3rd	de	9/27/19	10:00	10:20	20	500	10,000	1.9	1.9	
2 Park Place	de	9/23/19	9:50	10:10	20	75	1,500	0.6	0.6	
Deer Trail	de	9/25/19	7:55	8:15	20	500	10,000	2.4	2.4	
Antelope Ln. 1	de	9/25/19	8:25	8:45	20	700	14,000	1.8	1.8	
Antelope Ln. 2	de	9/26/19	2:55	3:10	15	500	7,500	2	2.0	
Sports Park	de	9/24/19	2:40	3:10	40	700	28,000	1.1	1.1	
580 W	de	9/25/19	10:15	10:40	25	700	17,500	1.1	1.1	
Cr. 1048	de	9/23/19	1:30	1:50	20	700	14,000	1.3	1.3	
Cr. 1049/ Apache	de	9/23/19	2:30	3:00	30	500	15,000	1.7	1.7	
Cr.1045	de	9/23/19	3:10	3:30	20	500	10,000	1	1.0	
904 N. Key Ave	de	9/26/19	11:10	11:40	30	800	24,000	1.1	1.1	
Hoffpauir Ford	de	9/27/19	1:30	1:50	20	700	14,000	1.6	1.6	

203 E. Ave J	de		9/25/19	9:30	10:00	30	500	15,000	2.9	2.9
Cr. 3400	de		9:24/19	8:30	10:00	90	50	4,500	0.8	0.8
Hackberry	de		9/24/19	7:40	8:00	20	500	10,000	3.3	3.3
North McLean	de		9/24/19	11:30	12:00	30	900	27,000	2.6	2.6
Cr. 3421	de		9/23/19	10:40	11:40	60	50	3,000	0.7	0.7
Cr. 3420 # 2	de		9/24/19	10:20	11:15	55	40	2,200	1.5	1.5
Donovan St.	de		9/27/19	11:15	11:40	25	800	20,000	3	3.0
501 E North/ Hanna Pool	de		9/26/19	2:15	2:40	25	700	17,500	0.5	0.5
Live Oak/ 7th	de		9/26/19	1:20	2:00	40	800	32,000	0.6	0.6
Ave B @ Ridge	de		9/25/19	1:25	3:00	95	700	66,500	0.8	0.8
Ave A @ Broad	de		9/27/19	2:00	3:40	100	700	70,000	0.8	0.8
Brown St.	de		9/27/19	3:10	3:30	20	800	16,000	3.4	3.4
8th @ Broad	de		9/27/19	9:10	9:30	20	800	16,000	1.3	1.3
4th @ Howe	de		9/26/19	9:00	9:20	20	500	10,000	2	2.0
4th @ Arnold	de		9/26/19	8:25	8:50	25	500	12,500	1.3	1.3
9th @ Broad	de		9/27/19	8:45	9:00	15	900	13,500	1.1	1.1
1st @ Howe	de		9/26/19	3:20	3:40	20	500	10,000	0.8	0.8
Sports Park Sample Station								1,526,720		
183 Sample Station								3,908,400		
Aaron Flushing Sports Park								1,248,000		
Brown St. FH								10,500		
Ave B & Walnut FH								100,800		
1st & Chestnut FH								67,500		
Teton FH								12,800		
Rodeo Arena								10,000		
Total								7,604,420		

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City of Lampasas

M E M O

To: Mayor and City Council
 From: Finley deGraffenried
 Re: Manager's Report
 Date: 25 October 2019

- Emergency Management** Staff recently met to review and assess needs for the City's Emergency Management protocols, systems, training and communication. The Fire Chief and Police Chief discussed starting points and possible deficiencies in our plan and training, and will specify tasks over the next several months. Tentatively, staff will provide a briefing to Council in January.
- Hostess House** As directed by Council, staff has implemented interim rates, particularly for smaller groups, at the Hostess House. Staff has also provided rates for resident v. non-resident, and non-profit groups. In the near future, with Council input, staff would like to address weekday v. week-end rates for large groups, and the overall pricing strategy for events. With the addition of Old City Hall and the Hostess House, staff also plans a thorough review of public facilities at the upcoming CIP meetings.
- BBQ For Books** Shanda reports another successful Bar-B-Que for Books event at the Lampasas Library. Over 925 meals were prepared by 121 volunteers. Staff will hopefully have rough estimates for the amount raised by Monday night. A big thanks to the Library and Foundation Board and all the volunteers and staff for working to provide resources for the Library.
- Deer Trail** Richard Cox reports that the Deer Trail water line should be ready to tie-in within the next two weeks. The project was identified on the 2016 CO listing to improve water quality and possibly reduce flushing in the area. Extensions and looping projects in and around the Sports Park and Fawn Acres were done *in-house* by City crews at great savings to the City.
- Comp Plan** Approximately 30 folks attended the recent CPAC meeting on October 22nd. The table-top exercises focused on land use, vision, areas to protect, and architectural character. Staff and consultants are working to formalize comments and ideas in the next week. Common themes centered around latitude in land use, however; maintaining the look, feel and character of the community. Comments from Chapter 2 are due this week, and staff would be happy to forward the same.

Pressure Plane

This week staff met with Travis Clark and Jason Jones, Jones-Heroy, as a follow-up to discussion on pressures and capacities in the upper pressure plane. The purpose of the meeting was to identify a short and long term scope of work for an Engineering proposal that Jones-Heroy will provide the City for the November 12 meeting. Generally, staff felt a two part approach would be the most efficient allowing for concentration on the assessment and possible solutions for west side residents initially; and then, a more comprehensive water quality model for the entire system. The study will also emphasize the need for better mapping and data collection, with the result providing the City with long term solutions for capacity and quality.

Brush Chipping

The City will begin its twice yearly Brush Chipping program November 4th. Residents may place brush, no longer than 4 foot lengths, at curb-side for pick-up. Crews will start in the Northwest section of the City and rotate each week to a new quadrant.

CITY OF LAMPASAS PUBLIC INFORMATION NOTICE

BRUSH CHIPPING PROGRAM

The City will begin its brush chipping program in November. The pick up dates, areas and rules for the brush chipping program are as follows:

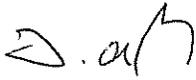
DATES	AREAS
November 4, 2019 - November 8, 2019	Northwest section of the city. West of Key Avenue and north of First Street.
November 12, 2019 - November 15, 2019	Southwest section of the city. West of Key Avenue and south of First Street.
November 18, 2019 - November 22, 2019	Southeast section of the city. East of Key Avenue and south of First Street.
November 25, 2019 - November 27, 2019	Northeast section of the city. East of Key Avenue and north of First Street.
November 28, 2019 - November 29, 2019	City of Lampasas will be closed for Holidays
December 2, 2019 - December 6, 2019	Continue of Northeast section of the city. Finish up all sections of city brush chipping.

NOTE: City sponsored brush chipping will occur only during designated weeks and designated areas. The following are the guidelines for the City's Brush Chipping Program.

- **The brush is no longer than four feet in length;**
- **No lumber or trash will be picked up; and**
- **The bundle must be out by the curb, no alley pick up.**

*"Friendly service...
From people who care"*

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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 that was presented to LAFTA and the Park and Recreation Advisory Board to be developed in Campbell Park

Requested By: JT Saucedo, Eagle Scout

Submitted By: Chris Eicher, Director of Parks and Recreation

Date Submitted: October 25, 2019

For the Agenda of: October 28, 2019

Procurement and Funding Statement:

Attachments: Diagram

Summary Statement:

JT Saucedo and Sammy Saucedo with Eagle Scout Troop 200, presented to the Park and Recreational Advisory Board a possible Eagle Scout Project at Campbell Park. The project entails creating a butterfly shaped garden with interconnecting sidewalks. The garden will be maintained by the Browning Garden Club out of Kempner. Two possible locations have been identified at the park; however this will be coordinated through LAFTA and Parks Staff. The LAFTA board and the Parks Board have both approved this project. JT Saucedo and Sammy Saucedo will be present to discuss and answer any questions you may have about the project.

Recommendation:

To consider a motion to recommend approval of Eagle Scout Project.

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City ManagerITEM NO. 7.2

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

Subject:

Discussion and possible action regarding window tinting and/or window treatment at the 1931 Roy L Thomas Old City Hall Building

Requested By: Finley deGraffenried, City Manager

Submitted By: Finley deGraffenried, City Manager

Date Submitted: October 21, 2019

For the Agenda of: October 28, 2019

Procurement and Funding Statement:

Recommended to be expensed from 10-599-5405 (Building and Grounds) with funding from Fund 81 if needed. Staff contacted Auto Impression for an additional quote, however, did not receive a bid.

Attachments: Estimate

Summary Statement:

Staff has previously mentioned the need for window treatments at the conclusion of construction. Traditional blinds would require on-going maintenance and would be more costly. Staff believes tinting is the most appropriate treatment at the most cost effective prices.

Recommendation:

To consider a motion to approve quotation for window tinting at Old City hall in the amount of \$5939.80



ADVANCED WINDOW TINT

912 SOUTH MAIN STREET
LAMPASAS TX 76550

(512)556-3745
FAX(512)556-4277

WINDOW TINTING * AUTOMOTIVE * RESIDENTIAL * COMMERCIAL
AUTO DETAILING * PINSTRIPING * STEREO EQUIPMENT

ESTIMATE

19976

10/21/2019

CUSTOMER

HOME PHONE

CITY OF LAMPASAS

FILM RECOMENDED

Lampasas TX 76550

WORK PHONE

DR 25

WINDOW DESCRIPTION	WINDOW SIZE	SQ. FT.	QUANTITY	PRICE	TOTAL
CITY HALL COUNCIL CHAMBERS					
LARGE DUAL PANE WINDOWS	3'X6.5'	19.5	30	126.750	3802.500
SIDELITE WINDOWS	15"X96"	10	4	65.000	260.000
MAIN ENTRANCE					
LARGE DOOR WINDOWS	3'X6'	18	2	117.000	234.000
SIDELITE WINDOWS	20"X84"	11.6	2	75.400	150.800
MUNICIPAL COURT					
LARGE DUAL PANE WINDOWS	3'X6'	18	9	117.000	1053.000
LARGE DOOR WINDOW	3'X6'	18	1	117.000	117.000
LARGE DUAL PANE WINDOWS	3'X5'	15	1	97.500	97.500
FROSTED FILM					
LARGE PICTURE WINDOW IN BATHROOM AND EXECUTIVE CHAMBER WINDOWS			1	225.000	225.000

COMMENTS

THIS IS THE ENTIRE BUILDING EXCEPT THE NORTH FACING FRONT DOORS

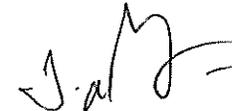
Page Total	\$5939.80
TAX	0.000
SUB TOTAL	5939.800
Deposit	
Balance	\$5939.80



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TAX RATE


City ManagerITEM NO. 7.3

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

Subject:

Discussion and possible action regarding the purchase of training tables and chairs, weatherproof, durable entry mats, staff tables and couches for the viewing areas outside of Council Chambers for the 1931 Roy L Thomas Building in an amount not to exceed \$12,000.00

Requested By: Finley deGraffenried, City Manager

Submitted By: Finley deGraffenried, City Manager

Date Submitted: October 23, 2019

For the Agenda of: October 28, 2019

Procurement and Funding Statement:

If approved, furnishings will be expensed to 10-599-5405 and funded from Fund 81-contingency, if necessary

Attachments:

Summary Statement:

Based on discussion in workshop, Council may direct staff to proceed within parameters; may request additional information, or take no action.

Recommendation:

To consider a motion to approve the request for furnishings for the 1931 Roy L Thomas Building in an amount not to exceed \$12,000.00.

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City ManagerITEM NO. 7.4

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

Subject:

Discussion and possible action regarding ratification of funding to replace the air conditioning unit at the Lampasas Service Center (Senior Center) located at 500 E 8th Street in the amount of \$10,596.00

Requested By: Finley deGraffenried, City Manager

Submitted By: Finley deGraffenried, City Manager

Date Submitted: October 21, 2019

For the Agenda of: October 28, 2019

Procurement and Funding Statement:

Expenditure to be funded from 10-514-5405 Building and Grounds, Budget Balance \$30,000.00

Attachments: Invoice

Summary Statement:

Staff was informed on October 11, 2019 that the air conditioning units were not cooling at the Senior Center. Upon further investigation by a contractor it was determined one unit had a failed compressor, and the other unit was failing. The contractors recommended replacement, and due to the populations served, Staff authorized the installation. Council is now asked to ratify the expenditure.

Recommendation:

To consider a motion to ratify expenditure of the \$10,596.00 for installation of two- 5 ton units at the Senior Center.

Miller's Service Company
AIR CONDITIONING • HEATING • ELECTRICAL
 Mailing Address: 405 North Key
 LAMPASAS, TEXAS 76550
 (512) 556-6585
 millerserviceco@sbcglobal.net

NAME <i>City of Lampasas</i>		DATE <i>10-16-19</i>
ADDRESS		
CITY		PHONE
MAKE	MODEL	SERIAL NO.
		<input type="checkbox"/> C.O.D. <input type="checkbox"/> CHARGE

NATURE OF SERVICE
2 AC UNITS Senior Center PROMISED

QUAN.	PART NO.	DESCRIPTION	PRICE	AMOUNT
<i>2</i>	<i>1</i>	<i>STON HEATERS-Coils Cond</i>	<i>798</i>	<i>10596</i>
	<i>2</i>			
	<i>3</i>	GL# _____		
	<i>4</i>	APPROVED _____		
	<i>5</i>			

RA1460CJ1NA	W371916004
RA1460CJ1NA	W371916017
R801SA100521MSA	W061906639
R801SA100521MSA	W061906626
RCF6024STAMCA	W411911614
RCF6024STAMCA	W271941164

11				
12				

COMMENTS Lic. #Taclb012442c Elect. Lic. #20451 Reg. By Texas Dpt. of Lic. And Registration P. O. Box 12157 Austin, TX 78711 (800) 803-9202 DATE COMPLETED <i>/ /</i>	TOTAL MATERIALS	
	TECHNICAL SERVICE TIME	
	TAX	

TECHNICIAN	CASH ON COMPLETION OF WORK →	TOTAL <i>10596</i>
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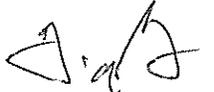
INVOICE
 79915

Signature below constitutes acceptance of above service performed as being satisfactory - and that equipment has been left in good condition.

Thank You

received
10/24/19 See reverse side for Guaranty

\$10,596⁰⁰


City ManagerITEM NO. 7.5

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

Subject:

Discussion and possible action regarding changing the date of the first meeting in November from Monday the 11th to Tuesday the 12th due to Veterans Day Holiday

Requested By: Becky Sims, Assistant City Secretary

Submitted By: Becky Sims, Assistant City Secretary

Date Submitted: October 17, 2019

For the Agenda of: October 28, 2019

Procurement and Funding Statement:

N/A

Attachments:

Summary Statement:

The first monthly meeting for November falls on November 11, 2019; which is the Veterans Day Holiday. Staff is asking that we change the meeting to Tuesday November 12, 2019.

Recommendation:

To consider a motion to change the Monday, November 11, 2019 meeting to Tuesday, November 12, 2019.

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ITEM NO. 7.6

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

Subject:

Discussion and possible action regarding the re-appointment of Board Member to the Lampasas Airport Advisory Board

Requested By: Becky Sims, Assistant City Secretary

Submitted By: Becky Sims, Assistant City Secretary

Date Submitted: October 16, 2019

For the Agenda of: October 28, 2019

Procurement and Funding Statement:

Attachments:

Summary Statement:

This item has been placed on the agenda to reappoint Robert Lansford to the Airport Advisory Board whose term expired on September 20, 2019. He has volunteered to serve another 5 years and the board recommends that he be reappointed.

Recommendation:

To consider a motion to reappoint Robert Lansford to the Lampasas Airport Advisory Board

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City Manager

ITEM NO. 7.7

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

Subject:

Discussion and possible action regarding the re-appointment of Board Member(s) to the Lampasas Airport Zoning Board of Adjustment Advisory Board

Requested By: Becky Sims, Assistant City Secretary

Submitted By: Becky Sims, Assistant City Secretary

Date Submitted: October 17, 2019

For the Agenda of: October 28, 2019

Procurement and Funding Statement:

Attachments:

Summary Statement:

This item has been placed on the agenda to reappoint Ron Jose and Gordon Thornton to the Lampasas Airport Zoning Board of Adjustment Advisory Board whose term expired on September 20, 2019. They have both agreed to serve another term.

Recommendation:

To consider a motion to reappoint Ron Jose and Gordon Thornton to the Lampasas Airport Zoning Board of Adjustment Advisory Board

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City ManagerITEM NO. 7.8

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

Subject:

Discussion and possible action regarding appointment/re-appointment of Board Member(s) to the Construction Board of Adjustment and Appeals

Requested By: Becky Sims, Assistant City Secretary

Submitted By: Becky Sims, Assistant City Secretary

Date Submitted: October 16, 2019

For the Agenda of: October 28, 2019

Procurement and Funding Statement:

Attachments:

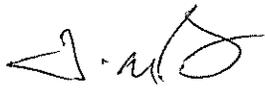
Summary Statement:

This item has been placed on the agenda to reappoint Johnny Sanders, Richard Proctor and Ron Farr to the Construction Board of Adjustment Board. Bill Burns has resigned from the board as he has chosen to retire. We would like to appoint Lesley Greer, General Contractor to replace Mr. Burns.

Recommendation:

To consider a motion to reappoint Mr. Sanders, Mr. Proctor, Mr. Farr and to appoint Ms. Greer to the Construction Board of Adjustment and Appeal Board.

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City Manager

ITEM NO. 7.9

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

Subject:

Discussion and possible action regarding re-appointment of Board Member(s) to the Golf Course Advisory Board.

Requested By: Becky Sims, Assistant City Secretary

Submitted By: Becky Sims, Assistant City Secretary

Date Submitted: October 16, 2019

For the Agenda of: October 28, 2019

Procurement and Funding Statement:

Attachments:

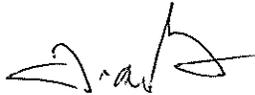
Summary Statement:

This item has been placed on the agenda to reappoint Joe Bell, Patsy Greaves, Richard Stockman and Jane Bumpus; who have all agreed to serve another term.

Recommendation:

To consider a motion to reappoint Joe Bell, Patsy Greaves, Richard Stockman and Jane Bumpus to the Golf Course Advisory Board.

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City Manager

ITEM NO. 7.10

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

Subject:

Discussion and possible action regarding re-appointment of Board Member(s) to the Lampasas Economic Development (LEDC)

Requested By: Becky Sims, Assistant City Secretary

Submitted By: Becky Sims, Assistant City Secretary

Date Submitted: October 16, 2019

For the Agenda of: October 28, 2019

Procurement and Funding Statement:

Attachments:

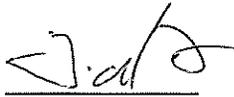
Summary Statement:

This item has been placed on the agenda to reappoint Roland Schaub, Steve Hudson, Ronnie Vineyard and Charlie Pratus who have all agreed to serve another term.

Recommendation:

To consider a motion to reappoint Roland Schaub, Steve Hudson, Ronnie Vineyard and Charlie Pratus to the Lampasas Economic Development Board.

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City Manager

ITEM NO. 7.11

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

Subject:

Discussion and possible action regarding re-appointment of Board Member(s) to the Lampasas Library Advisory Board

Requested By: Becky Sims, Assistant City Secretary

Submitted By: Becky Sims, Assistant City Secretary

Date Submitted: October 16, 2019

For the Agenda of: October 28, 2019

Procurement and Funding Statement:

Attachments:

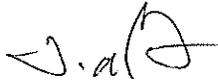
Summary Statement:

This item has been placed on the agenda to reappoint D'Anne Willis, Jennifer Walker and Ruth Martin who have all agreed to serve another term.

Recommendation:

To consider a motion to reappoint D'Anne Willis, Jennifer Walker and Ruth Martin to the Library Advisory Board.

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City Manager

ITEM NO. 7.12

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

Subject:

Discussion and possible action regarding appointment/re-appointment of Board Member(s) to the Zoning Board of Adjustment (ZBA)

Requested By: Becky Sims, Assistant City Secretary

Submitted By: Becky Sims, Assistant City Secretary

Date Submitted: October 16, 2019

For the Agenda of: October 28, 2019

Procurement and Funding Statement:

Attachments:

Summary Statement:

This item has been placed on the agenda to appoint three new members to the Zoning Board of Adjustment. Jordan Felkner opted not to renew his term so that leaves one vacancy, Laurie Henderson has agreed to renew her term as an alternate. The board has recommended adding three new members to the board: Bob Caughron, Robert McCauley and Charley Kennington.

Recommendation:

To consider a motion to reappoint Laurie Henderson as an alternate and to appoint Bob Caughron, Robert McCauley and Charley Kennington to the board naming one as a regular member and the other two as alternates.

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City ManagerITEM NO. 7.13

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

Subject:

Discussion and possible action regarding the first 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.

Requested By: Becky Sims, Assistant City Secretary

Submitted By: Becky Sims, Assistant City Secretary

Date Submitted: October 16, 2019

For the Agenda of: October 28, 2019

Procurement and Funding Statement:

Attachments:

Summary Statement:

The Airport Advisory Board met on October 9, 2019 and voted to amend the board composition to allow for two alternate members to be added to the board. The board is currently a five (5) member board. There is a separate agenda item to appoint a new member to replace the vacancy left by Wayne Harbin and to appoint two (2) members as alternates upon adoption of this amended Ordinance.

Recommendation:

To consider a motion to approve the first 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.

ORDINANCE NO. _____

**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**

SECTION I

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

That 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, Texas is hereby amended to as follows:

Sec. 14-51. Established; composition; duties and terms of office; selection of officers.

There is established an Airport Board, the duty of which shall be to advise the City Council, City Manager and Airport Manager on matters relating to the airport. The board shall be known as the Lampasas Airport Board and shall be composed of five regular members and two alternates, who are licensed pilots, appointed by the City Council. Each board member shall be appointed for a five-year term with one term expiring each year on September 30. The regular board members shall be designated places 1, 2, 3, 4 and 5. The alternates will be designated as Alternate 1 and Alternate 2. As each term expires, the City Council shall appoint members for a five-year term, and thereafter the appointment to the board shall be for a term of five years. The board shall select a chairman and a vice-chairman.

SECTION II

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

SECTION III

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

SECTION IV

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

Read and approved the First Reading this 28th day of October 2019

Formatted: Superscript

Read and Adopted the Second Reading this 12th day of November 2019

Formatted: Superscript

Misti Talbert, Mayor

ATTEST:

Christina Marez, City Secretary

APPROVED AS TO FORM:

Jo-Christy Brown
City Attorney's Signature of Approval on separate page.

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City ManagerITEM NO. 7.14

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

Subject:

Discussion and possible action regarding the appointment of Mike Watson and Kevin Smith as alternates to the Lampasas Airport Advisory Board upon *adoption* of the 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.

Requested By: Becky Sims, Assistant City Secretary

Submitted By: Becky Sims, Assistant City Secretary

Date Submitted: October 16, 2019

For the Agenda of: October 28, 2019

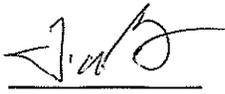
Procurement and Funding Statement:

Attachments:

Summary Statement:**Recommendation:**

To consider a motion to appoint Mike Watson and Kevin Smith as alternates to the Lampasas Airport Advisory Board upon *adoption* of the 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.

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City ManagerITEM NO. 7.15

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

Subject:

Discussion and possible action regarding the award of quote for the purchase of a cloud-based video server storage solution for the Police Department.

Requested By: Sammy Bailey, Police Chief

Submitted By: Sammy Bailey, Police Chief

Date Submitted: October 18, 2019

For the Agenda of: October 28, 2019

Procurement and Funding Statement:

10-520-5265 Computer Software and Equipment, the 2019-2020 budget has a WatchGuard Server budgeted at \$22,000.00. Cloud storage costs include initial hardware and setup fee, with reoccurring annual cost.

Attachments: Proposal/Retention Schedule

Summary Statement:

The Lampasas Police Department budgeted for a replacement WatchGuard video server in the amount of \$22,000.00 for FY19-20. Rather than purchasing an on-site server, IT and PD staff is recommending that the department migrate to a cloud-based server solution for video storage needs and backup.

Due to limited resources (bandwidth, hardware and storage) that are required, the in-car and body camera videos are not being backed up. The retention schedule required by law for these videos are based on the highest classification of offense for which a person is arrested or charged, and can have a retention term up to 50 years.

With a physical onsite server with no data backups, there is the potential for hardware failure, disaster or cyber incidents that could breach or compromise the records retentions for that data. Additionally, a physical onsite server would need to be replaced every 3-4 years.

By migrating to a cloud-based server solution for video storage, there would be a cost savings to the City on replacement hardware, software licenses, maintenance, and staff time as well as the ability to have backups to meet required retention schedule.

Recommendation:

Consider a motion to approve the award of quote for cloud-based server/storage solution for video storage needs and backup to Watchguard Video in the amount not to exceed a one-time purchase for hardware, configuration, and setup cost of \$7,000 with a reoccurring annual cost of \$10,620. The annual reoccurring cost is based off the amount of cameras and is subject to change. The cost of storage is .03 cents a gigabyte per month. The current server storage capacity is at 9TB which is 9,000 gigabytes.



4RE/VISTA Price Quote

CUSTOMER: Lampasas Police Department

ISSUED: 10/15/2019 1:32 PM

EXPIRATION: 1/31/2020 6:00 AM

,
,,
,,,

**TOTAL PROJECT ESTIMATED AT:
\$18,688.67**

ATTENTION: Charles Montgomery

SALES CONTACT: Izzy Valdovino

PHONE: 512-556-3644

DIRECT:

E-MAIL:

E-MAIL: izzy.v@motorolasolutions.com

4RE and VISTA Proposal WatchGuard Video Technical Services

Part Number	Detail	Qty	Direct	Discount	Total Price
SVC-4RE-ONS-400	4RE System Setup, Configuration, Testing and Training (WG-TS)	1.00	\$2,500.00	\$0.00	\$2,500.00

Shipping and Handling

Part Number	Detail	Qty	Direct	Discount	Total Price
Freight	Shipping/Handling and Processing Charges	1.00	\$250.00	\$0.00	\$250.00
					\$2,750.00

EvidenceLibrary.com

Evidence Library 4 Web Software and Licensing

Part Number	Detail	Qty	Direct	Discount	Total Price
ELC-SAH-AUP-ASD	Evidencelibrary.com, Software and Hosting, Actual Usage Assigned, Annually per device	36.00	\$295.00	\$0.00	\$10,620.00
ELC-LRS-AUP-QTR	EvidenceLibrary.com Actual Usage Estimated Monthly Charges. Please note this is an estimate only based on your ultimate storage needs, and is invoiced monthly in arrears.	27,289.00	\$0.03	\$0.00	\$818.67

Server Hardware and Software

Part Number	Detail	Qty	Direct	Discount	Total Price
HDW-UPL-SRV-501	Server, Upload, 1U, EvidenceLibrary.com, 60 Concurrent Devices, 5 Year Warranty	1.00	\$4,500.00	\$0.00	\$4,500.00
					\$15,938.67

Total Estimated Tax, may vary from State to State \$0.00

Configuration Discounts

\$0.00

415 E. Exchange Parkway • Allen, TX • 75002
Toll Free (800) 605-6734 • Main (972) 423-9777 • Fax (972) 423-9778
www.WatchGuardVideo.com



4RE/VISTA Price Quote

Additional Quote Discount	\$0.00
Total Amount	\$18,688.67

NOTE: This is only an estimate for 4RE & VISTA related hardware, software and WG Technical Services. Actual costs related to a turn-key operation requires more detailed discussion and analysis, which will define actual back-office costs and any costs associated with configuration, support and installation. Please contact your sales representative for more details.

To accept this quotation, sign, date and return with Purchase Order: _____ DATE: _____

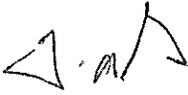
Record #PS4125-05b OFFENSE INVESTIGATION RECORDS

Cases in which an arrest is made or a citation issued and a law enforcement agency has certain knowledge of the pretrial or adjudicated disposition of an arrested or cited person and considers the case to have been cleared by the conviction or acquittal of the person arrested or cited, by the dismissal of charges against the person, or by the entry on the record of a court by a prosecuting attorney of a nolle prosequi.

Offense Level	Retention Term
Class C Misdemeanors and unclassified violations of state law or local ordinance punishable by fine only (including arrest reports and citations).	6 months
Class A and B Misdemeanors and State Jail Felonies.	2 years
Second and Third-degree Felonies.	10 years
First-degree and Capital Felonies.	50 years
Driving While Intoxicated Offenses.	10 years
Or, for any classification of offense.	Date of death of individual, if known

Retention Note:

- a) Retention periods date from date of arrest or citation and are based on the highest classification of offense for which a person is arrested and charged or, if applicable, the highest classification of offense for which a person is tried, whichever the lesser classification.
- b) Copies of documents in offense investigation records the originals of which are maintained by, filed with, or returned to a court or another state or local law enforcement agency need be retained only as long as administratively valuable. Exceptions are copies of notices or other process that provide certain knowledge to the law enforcement agency of the pretrial or adjudicated disposition of a case.



City Manager

ITEM NO. 7.16

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

Subject:

Discussion and possible action regarding curb and gutter project in the 400 block of Chestnut Street

Requested By: Finley deGraffenried, City Manager

Submitted By: Finley deGraffenried, City Manager

Date Submitted: October 21, 2019

For the Agenda of: October 28, 2019

Procurement and Funding Statement:

Funding for the project, if approved, would be from 10-551-5445, Street Maintenance, Budget Balance \$40,000.00; or from 10-551-5545, Streets/Capital, Budget Balance \$700,000.00

Attachments:

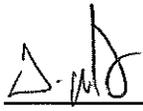
Summary Statement:

Staff further investigated curb and gutter replacement on Chestnut between Third and Fourth Street at Council direction. Staff reviewed the possibility of raising the gutter in relation to future Third Street Improvements, and reviewed the current curb cuts installed previously by others. The access to the New Fellowship Hall and Sanctuary is best accomplished by travel from the designated parking areas; however, if Council wishes to proceed, approximate costs for curb, gutter and ramp placement at the corner is \$12,000.00, however will also require milling and repair to HMAC on Chestnut which could increase the cost from \$12,000.00 to \$28,000.00 depending in width of paving. Drainage on Chestnut will always be challenging. Currently Third Street to the TxDOT inlet is approximately a 0.16 fall. The street superintendent will also be available to discuss options.

Recommendation:

To consider a motion to approve funding for project within perimeters discussed during workshop, to amend scope of project or to defer project to a later date.

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City ManagerITEM NO. 7.17

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

Subject:

Discussion and possible action regarding Lampasas County Appraisal District (LCAD)
Resolution to cast votes for board members.

Requested By: Finley deGraffenried, City Manager

Submitted By: Finley deGraffenried, City Manager

Date Submitted: October 24, 2019

For the Agenda of: October 28, 2019

Procurement and Funding Statement:

Attachments:

Summary Statement:

The City may by Resolution cast 299 votes for any or all candidates for the Lampasas County Appraisal District. There are no contested places in the ballot.

Recommendation:

Motion to cast votes and approve Resolution for candidates on the Lampasas Central Appraisal District

LAMPASAS CENTRAL APPRAISAL DISTRICT

Board of Directors

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



P.O. Box 176
Lampasas, TX 76560

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

FAX: 512-556-4660

October 21, 2019

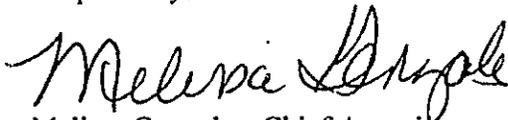
Honorable Mayor Talbert
City of Lampasas
312 E. Third St.
Lampasas, TX 76550

Dear Mayor Talbert,

Please find enclosed the official ballot and resolution for you to use in casting your votes for the Board of Directors for the Lampasas Central Appraisal District.

The ballot and resolution must be submitted to me by December 14, 2019. Feel free to call if you have any questions.

Respectfully,



Melissa Gonzales, Chief Appraiser
Lampasas Central Appraisal District

OFFICIAL BALLOT
ISSUED TO LAMPASAS CITY TO ELECT
BOARD OF DIRECTORS FOR LAMPASAS CENTRAL APPRAISAL DISTRICT 2020-2021

(DIRECTIONS): Please enter the number of votes cast on the blank space opposite the name of candidate. You may cast all of your votes for one candidate or you may divide your votes among any number of candidates that you desire. You have 299 total vote that you may cast.

NAME OF CANDIDATES

David Barclay	_____
Marshal Brewer	_____
Phillip Garrett	_____
Mike Kriegel	_____
Ross Oliver	_____

ISSUED UNDER MY HAND AND SEAL OF OFFICE THE 21ST DAY OF OCTOBER, 2019

Melissa Gonzales, Chief Appraiser
Lampasas Central Appraisal District

RESOLUTION OF VOTES CAST TO ELECT DIRECTORS FOR THE LAMPASAS CENTRAL
APPRAISAL DISTRICT FOR THE YEARS 2020-2021

WHEREAS, SB 621, Section 6.03(g) requires that each taxing unit entitled to vote, to cast their vote by resolution and to submit that resolution to the Chief Appraiser of the Lampasas Central Appraisal District by December 14, 2019.

THEREFORE, Lampasas County submits the above Official Ballot, as issued by the Chief Appraiser, stating our vote for candidates for the election of the Board of Directors for the Lampasas Central Appraisal District for 2020-2021.

ACTION TAKEN _____ day of _____ 2019, in _____ Session of the Board of the above mentioned taxing unit, which is entitled under SB 621 to cast votes to elect the Board of Directors of the Lampasas Central Appraisal District of Lampasas County.

Honorable Mayor Talbert

Attest: _____

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