

**NOTICE OF REGULAR MEETING OF THE GOVERNING BODY
OF THE CITY OF LAMPASAS, TEXAS
CALVERT MUNICIPAL BUILDING
CITY COUNCIL CHAMBERS
302 E THIRD STREET
Monday, April 12, 2021
5:30 p.m. Workshop Session
6:00 p.m. Regular Session**

Notice is hereby given that a regular meeting of the City Council of the City of Lampasas, Texas will be held on Monday, April 12, 2021, in the Calvert Municipal Building 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).

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

1. Call to order Workshop Session
2. Discussion and updates related to COVID-19 Pandemic. *(pgs. 5-6)*
3. Discussion and presentation of the Winter Storm After Action Report. *(pgs. 7-22)*
4. Discussion regarding Governance Policy. *(pgs. 23-36)*
5. Discussion regarding FY 2022 Budget. *(pgs. 37-38)*
6. Discussion regarding any item on the regular agenda
7. Adjourn Workshop Session

REGULAR SESSION

ANNOUNCEMENTS

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

	PUBLIC HEARINGS/CITIZEN COMMENTS	PAGES
1.1	Citizen comments – Any citizen who desires to address the City Council on a matter 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 a request for a Specific Use Permit for property described as 0.160 acres, PT of Frac PT 6, Block 20, Old Town Addition commonly known as 809 East Fourth Street, Lampasas, Texas Lampasas County to allow for a Mini-Warehouse in an area zoned Commercial.	39-48

2.0	MINUTES	PAGES
2.1	Discussion and possible action concerning approval of minutes of the Regular Meeting on March 22, 2021	49-56

3.0	CONSENT AGENDA	PAGES
3.1	Discussion and possible action regarding purchases and charges in excess of \$4,000 from March 1 through March 31, 2021.	57-62
3.2	Discussion and possible action regarding the February 2021 Investment Report	63-80
3.3	Discussion and possible action regarding the second reading of an Ordinance amending Appendix A (Fee Schedule) of the City of Lampasas, Texas Code of Ordinances, Chapter 62, Solid Waste, Article III; Billing Rates and Fees related to the collection of Solid Waste; providing for severability and repealer clauses; and providing an effective date.	81-84
3.4	Discussion and possible action regarding the second reading of an Ordinance adopting the Comprehensive Plan for the City of Lampasas. Including Staff, Planning Commission and Council provided edits, if any and accompanying maps, providing for severability and repealer clauses; effective date and proper notice and meeting.	85-88

4.0	BOARDS/DEPARTMENT REPORTS	PAGES
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5.0	ROUTINE MATTERS	PAGES
5.1	City Manager's Operational Report <ul style="list-style-type: none"> • Comp Plan • CIP • CTWSC • Campbell Park • Restrooms • LCRA • Eclipse • Staff 	89-90
5.2	MAYOR'S COMMENTS	N/A

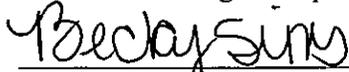
6.0	UNFINISHED BUSINESS	N/A
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7.0	NEW BUSINESS	PAGES
7.1	A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAMPASAS, TEXAS, AUTHORIZING THE SUBMISSION OF A TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM APPLICATION TO THE TEXAS DEPARTMENT OF AGRICULTURE, OFFICE OF RURAL AFFAIRS FOR THE COMMUNITY DEVELOPMENT FUND; AND AUTHORIZING THE MAYOR AND/OR CITY MANAGER TO ACT AS THE CITY'S EXECUTIVE OFFICER AND AUTHORIZED REPRESENTATIVE IN ALL MATTERS PERTAINING TO THE CITY'S PARTICIPATION IN THE TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM.	91-92
7.2	Discussion and possible action to approve, deny or approve with modifications a request for a Specific Use Permit for property described as 0.160 acres, PT of Frac PT 6, Block 20, Old Town Addition commonly known as 809 East Fourth Street, Lampasas, Texas Lampasas County to allow for a Mini-Warehouse in an area zoned Commercial.	93-94
7.3	Discussion and possible action to approve, deny or approve with modifications the Final Plat of Hillside Acres.	95-98

7.4	Discussion and possible selection of website photo contest winner.	99-102
7.5	Discussion and possible action regarding the appointment to the Capital Improvement Program Committee (CIP) to replace Al Brittain	103-104
7.6	Discuss and consider an alternative form of guarantee for the Hillside Acre Subdivision for the installation of Public Infrastructure.	105-112
7.7	Discussion and possible action regarding acceptance of FY 2019-2020 Financial Audit.	113-114

Adjourn

I, Becky Sims, 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 9 day of April 2021 at 12:20pm



 Becky Sims, City Secretary

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City Manager

ITEM NO. WORKSHOP-2

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

Subject:

Discussion and updates regarding COVID-19 Pandemic

Requested By: Finley deGraffenried, City Manager

Submitted By: Jeff Smith, Fire Chief

Date Submitted: April 7, 2021

For the Agenda of: April 12, 2021

Procurement and Funding Statement:

Attachments:

Summary Statement:

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

Recommendation:

Discussion, updates and direction from Council

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City Manager

ITEM NO. WORKSHOP-3

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

Subject:

Discussion and presentation of the Winter Storm After Action Report

Requested By: Finley deGraffenried, City Manager

Submitted By: Jeff Smith, Fire Chief

Date Submitted: April 7, 2021

For the Agenda of: April 12, 2021

Procurement and Funding Statement:

Attachments:

Summary Statement:

After staff, stakeholders and public comments have been documented related to the City's response to the recent Winter Storm event and electric disruptions; Staff has prepared the attached report for Council input, discussion and direction.

Recommendation:

Discussion Only

Incident Overview

Introduction

Beginning the week of February 8, Staff and public were made aware that an arctic cold front could affect the entire State of Texas, including possible disruptions in the ERCOT/Texas Grid due to high demand. Extreme cold beginning February 11, and deficiencies in electric generation beginning February 15, created conditions that required emergency response from the City of Lampasas. Electric disruption, to the entire ERCOT/Texas Grid, also impacted the operation of water infrastructure and pump motors resulting in a Citywide loss in pressure. This report includes details of the event and response, as well as recommendations for future emergencies.

Timeline

February 9, Staff reviewed needs for the possible event including Roads, Public facilities and possible impacts to electric and water service

February 12, Public Notice, Press Release Regarding Winter Weather Conditions. Initiated contact with major employers – continued throughout the event

February 13, Energy Conservation Public Release

February 14, Energy Conservation and Winter Storm Public Release

February 15, Public Notices Electric Grid Operating Under EEA 3, Rolling Black-outs

February 16, Public Notices Electric Grid Operating Under EEA 3, Notice of Loss of Water Pressure

February 17, Additional Notices Related to Load Shed, Boil Notice and Positive Trends in Generation Deficit

February 18, Public Notifications that Grid was in Balance, however, with Forecast Deficits. On-going Conservation is Encouraged

February 19, Public Notifications that Grid was in Balance, and Continued Water Conservation was Necessary

February 20, Public Notifications, Boil Order Rescinded, Continued Water Conservation Necessary

February 21 – current, Notifications Regarding Damage Survey, Trash Disruption, Water Distribution, initiation of Stakeholder Meetings,

February 22, Council Workshop on incident. Council directive to draft After Action Report including public input

March 22, Town Hall Meeting to review incident and seek public comment

Scope of Incident

State Disaster Declaration for all 254 Texas Counties

8 days, February 11 to 18, temperatures did not get above freezing

3 nights in single digits, including low of -1° on February 16

Roads generally snow-packed from February 14 to February 18

Electric Grid Impacts South Padre Island to Amarillo

70 + Hours of Rolling Black-outs with Generation Deficit Peaks of 19,500 MW

Local, rolling outages controlled by LCRA based on ERCOT order at the Naruna and Lampasas substations generally between 1:30 a.m. February 15 to 2:00 a.m. February 18

Lampasas outages primarily on Naruna substation transformer with some outages necessary beginning February 16 on Lampasas substation transformer

Generation Disruption related to frozen gas lines, frozen coal stocks, low gas pressure, turbine icing

44+ Water Service disconnects due to frozen/burst pipes

Park restroom facilities closed due to burst back-flow preventers and damaged fixtures

Fire Department Generator malfunction February 16

Some major employers reported equipment malfunction during periods of extreme cold

What did we expect to happen?

Our initial expectation was extreme cold temperatures that would potentially impact older homes and older residents within the city. We also expected to see road conditions that had a moderate impact on normal traffic flow. As we drew closer to the event it became evident that the extended time frame of temperatures below freezing and even colder than projected temperatures would impact the entire city. We were informed by ERCOT that the demand for electricity would create “rolling outages” and that grids would be cycled off and on to shed load in hopes of reestablishing balance.

What actually occurred?

The extreme weather conditions actually began on Thursday, February 11th. A mixture of snow and ice, covered roads across Texas for an extended period of time. We endured freezing temperatures for a period of eight days instead of the forecasted 36-48 hours.

The “rolling outages” did not correct the balance of the electric grid and the periods of time without electricity were longer than expected. In some cases, homes and businesses were without electricity for many hours. These “rolling outages” lasted for more than 70 hours. There were more than 44 calls for assistance in disconnecting water supply to residential homes.

There was another snow and ice storm that created more problems for roads throughout the state. Snow packed highways and roads created issues with resupply of consumable goods. This includes

water, food, propane for heating and fuel for motor vehicles. The City of Lampasas and TxDOT were able to maintain good road conditions within the city, however, many employees of local businesses who live in the county or in other cities were not able to commute for work.

The lack of electricity also impacted water supplies across the state. Without electricity, pump stations were shut down and water supply lines were frozen. This created issues with potable water for residents and also created issues with water supply for public safety. The decrease in pressure also created a “boil water” notice for the City.

With the “rolling outages” across the city, it was necessary to provide backup electric power for critical infrastructure facilities. There are several generators in-service that provide backup power. Unfortunately, two generators did not function as expected. We also identified that there are other buildings that are critical infrastructure that do not have a backup generator for power.

Appendix A

Lampasas Police Department

Responsive Actions:

- Prior to the winter storms, we purchased deicer, rock salt, bags of sand, water, food items, and other items for working in extreme cold weather.
- We winterized facilities for the forecasted winter weather by ensuring outdoor water faucets were off, leak proofed and locked, entry areas were non-slip. The Animal Shelter provided additional bedding and blankets to the animals.
- February 10, 2021, we met with homeless, advised there would be a sudden drop in temperatures, they should seek shelter. We advised if shelter could not be obtained to come to the Police Department or stop a Peace Officer for assistance.
- Public and department messaging began with national and local media in January 2021 regarding weather predictions. February 8, 2021 the Lampasas Police Department started providing cold weather alerts and preparation tips along with practice fire safety. Code Red-sent out information regarding a winter storm warning starting February 11, 2021 at 8:35 a.m. until February 18, 2021, and about the boil water notice and rescind notice.
- A staffing plan, equipment preparation, and fuel options was discussed with an updated overview of what we could expect from the cold weather. Staffing for employees that were not be able to come to work due to road conditions and extra staffing due to weather related circumstances was planned. 02/08/2021
- Starting February 10, 2021, we started monitoring for deteriorating road conditions, school, street crews and TxDOT were notified of possible road hazards. When the cold and electric outages caused the traffic control devices to fail to operate we monitored and directed traffic.
- Businesses were given extra patrols when there was no electricity to provide additional security and provided numerous business and residential checks in an effort that our presence would prevent burglaries and as a result no burglaries were reported during this time. Patrol stayed in the public's view for emergency services, if a person did not have power or charged phones to call for emergency services they could see an Officer and request those services.
- During the winter storm and electrical outages, city facilities were closed due to a holiday and road and weather hazards on February 15, 2021 and on February 16, 2021. Dispatch answers calls for City utility services after hours and during times City Hall is closed. Electric outage calls started at 2:00 a.m. on February 15, 2021. We called in staff from the Police Department and City Hall Staff to team up in response to the volume of phone calls the Dispatch Center received in regards to electrical outages, busted water lines, no water, and health and safety related to cold weather. Dispatch provided support and discussed available resources with citizens that they may not have realized they had during this time; i.e., ways to keep warm, water options and warming sources, etc.
- The Lampasas Police Department provided through the Salvation Army and Ministerial Alliance shelter for homeless and those who experienced conditions where they could not stay at their residence.

- We were able to assist the public in many ways; to include defrosting windshields, house doors and garage doors that had frozen shut and provide slip free walkway for elderly citizens that needed to leave their residences.
- Many staff members that arrived at work were coming from homes with no power/no water. Due to the generator for the City which supplies generated power to the police department we were able to provide hygiene options to staff. Staff members were able to prepare food and we had water for staff on duty.
- Warming centers were established at the Lampasas Police Department, the Catholic Church, the Lampasas Fire Department, and at least two businesses opened to provide warmth and charging areas for cell phones and electronic devices.
- 30 welfare checks were provided. Many were elderly children checking on elderly parents and special needs persons. 10 courtesy escorts to and from warming centers, hospitals, delivery of medical supplies, from residences with no electricity or heat to residences with heat and electricity, and provided needed resources.
- 28 animal welfare concern checks where provided.
- Medical concerns; oxygen dependent residents, patients on dialysis, pandemic concerns were answered and a plan established for those that were in need that they would have to seek medical care either by their healthcare provider, EMS, or by an emergency room visit.
- We kept an all-wheel vehicle patrol unit in the hilly areas to help those that had trouble driving in those areas and access to four wheel drive vehicles.
- We ensured that all officers had winter gear, boots, jackets, raingear prior to the winter weather event.
- There was free food distribution on February 6, 2021 prior to the winter storm that CPAAA assisted with at the Boys and Girls Club from the Farmers to Families Food Distribution. The Mission of Lampasas also handed out free food prior to the winter storm.
- Department staff assisted with the distribution of water held at the Fire Department.

Areas of Improvement

Incident Response- Continue to train, especially as an Emergency Operations Center. We will continue to look at a variety of natural disasters and situations to see how to approach them differently and be better prepared. This was a situation that many of us have never encountered, especially with winter weather and electric outages impacting the entire State of Texas. Due to this, some resources were unable to be provided to our community due to roadways, electrical and water outages. We saw rolling blackouts and electric grids shut down that were completely out of our control, causing larger problems with lack of heat, electric, and water. This event forced not only us but our entire community to adapt to the conditions as they came at us, as best as we could, helping one another as we did. Overall, all departments of the City of Lampasas and the citizens did very well during this event.

- Public Notification- LPD has provided Code Red registration via social media and at numerous public events and programs; however, we need more to register. Public Education should provide information on how Code Red can help the public prepare and respond during incidents of this nature. Early notification with information on potential incidents, will improve the safety of our citizens. The LPD will continue to provide information to the public by way of Code Red, local media sources and social media. The LPD will also use other resources such as nursing

homes, assisted living centers, schools, senior center, etc., as a secondary source to disseminate information.

- Radio Communication- The electrical outages impacted our radio repeater. This created an issue with the dispatch center not being able to speak to public safety officers. There is a backup generator at the location of the repeater, but this did not operate during the severe cold. We have contacted a service provider for the generator to assure that the generator is maintained and that it runs on a regular basis. We are also in the process of upgrading our Public Safety Communications System which will have a backup radio repeater.
- Animal Shelter Power- During the electrical outage the heaters did not operate at the Animal Shelter. The immediate remedy to this issue was provide plenty of blankets and food to animals to keep them warm during these times. There are two potential solutions to alleviate this issue. A backup generator at the Water/Wastewater plant could provide emergency power to this location if necessary. The Electric Department is also looking at building more switches into the electrical grid for the City of Lampasas.
- Well Checks- We provided contact checks on elderly and disabled citizens per request. Due to the pandemic we have not reached our elderly population through events and public education presentations. We plan to provide more safety presentations and Code Red registrations in the future.
- Response and Navigation of Roads- We found that we may need four-wheel drive fleet vehicles for extreme weather conditions. Our current fleet of vehicles without four-wheel drive did not function well with the ice and snow. We did find that those vehicles without four-wheel drive did function well for slow flat road driving to take items to residents and areas of need and our all-wheel vehicles were better for emergency conditions.
- Non-Emergent Medical Concerns- Dispatch answered several calls from our oxygen dependent residents where they were advised to contact a medical provider, EMS, or go to the closest emergency room should they need oxygen. Many people who are dependent on oxygen at their house were not able to “charge” their devices and make more oxygen due to the electrical outage. There are also many residents who are dependent of a company to provide home visits to change out oxygen cylinders. There is also the potential for residents to “run short” on medications. Many patients now have monthly, or even three months of medication at a time. If an event falls at the end of a cycle where medication is not able to be delivered, the patient will do without if an alternative plan is not developed. We currently do not have a solution to this problem, but we will continue to seek information on resolutions
- Public Information- Public service announcements regarding generated electricity need to be made about the location of the generator to prevent fires and a maintenance plan to keep them functioning properly.

Appendix B

Economic Development

What went well and why?

- Communication- Businesses were pleased overall with the communication from the city. There was an adequate amount of information being pushed out to allow for planning on their part.
- Roads- Businesses were pleased overall with the road conditions within the city. Business owners commented that roads inside the city limits were well maintained and provided safe travel for employees and delivery trucks.

What can we improve upon and how?

- Businesses relied on communication from the City regarding power disruption. When outages were not as planned, it left local merchants and manufacturers without the ability to make plans for their operations. There are several possible resolutions for this issue, and most will require an investment in dialogue with LCRA and time. The city is also looking at ways to improve our electric grid so that we are able to be more definitive in how smaller areas are controlled. This would hopefully allow us to determine how load is shed during other events of this nature.
- Many businesses commented that roads within the city were very good. They also commented that many employees and deliveries come in from outside the city. The City of Lampasas will attempt to establish dialogue with the County of Lampasas and TxDOT to work towards improving roadways in the surrounding areas.

Appendix C

Fire Department

The Lampasas Fire Department (LFD) did experience higher than normal call volume during the Winter Weather incident. This increase was due to residents using various means of equipment for heating their homes in an effort to stay warm during electrical outages. Many citizens used fireplaces for an extended amount of time and many of these fireplaces have not been properly maintained over the years.

What went well and why?

- Beginning Friday, February 12, the LFD began staffing extra personnel due to the winter weather. Each shift would hold over a minimum of two hours in anticipation of increased call volume. This was a great benefit for the department and the citizen as it allowed increased response.
- Apparatus was prepared for extremely low temperatures by reviewing Standard Operating Procedures during cold weather. This includes engaging pumps on apparatus prior to responding to incidents and wiping all discharge valves with antifreeze. We placed Command 2 out of service and utilized an older 4WD vehicle for incident response. The roads in the City of Lampasas were kept in such a condition that we did not require the use of snow chains.
- Fire Department personnel work 24 hours shifts and live in the station. Preparation was made to assure that each day crews would have food for meals.

What can be improved and how?

- The backup generator at the fire station runs once a week. This allows personnel to know that the generator will cycle during a loss of electricity. During the incident the backup generator failed after several days of use. There were several issues that led to this failure. The generator has been repaired and an annual contract has been established to provide maintenance for this.
- As mentioned above, our frontline Command Vehicle is not equipped with 4WD. This essentially took one piece of equipment out of service. Future purchases of all staff vehicles should include 4WD.

Appendix D

Emergency Management

What went well and why?

- Awareness and Planning were key factors in the success of this event. Discussion of the upcoming cold weather began on Tuesday, February 09 during weekly staff meeting. Each department director was able to meet with staff and discuss measures prior to the event. While this event lasted much longer than initially anticipated, the preparedness allowed for quick decision making as the event continued.
- Communication with the public was successful in many areas. The amount of information presented ahead of the event assisted citizens in preparing as well as they did. There are many areas that can be improved that will be discussed in the next section.
- Roads in the City of Lampasas were treated ahead of the incident and during the incident. The Streets Department was well prepared and did a very good job of making travel throughout the city better than anticipated.
- The communication between the different departments within the City worked well. Messaging that was sent from the City Manager's Office and the Police Department was effectively pushed across our city website and also through social media.
- Volunteer groups were eager to participate and assist as necessary with a variety of issues. Many areas did not require full use of the available resources, but if the need had existed, the volunteers were ready and willing.

What can be improved and how?

- While communication with citizenry was very effective via website, social media and Code Red, there was still a considerable percentage of residents who were not reached. During the public forum it was identified that many residents are not aware of Code Red or follow any type of social media. Efforts will be increased to meet with residents and sign them up for Code Red. We also need to research other ways that these residents can be contacted in a rapid manner to update them on rapidly occurring situations.
- The City of Lampasas did not set up any Shelters during this event. A shelter would require resources that simply were not available as the entire State of Texas was dealing with the same issues. A shelter requires much more than just a place to come in out of the weather. We did utilize the Fire Station as a warming station until Tuesday, February 16. This was when the backup generator failed and we were no longer able to control the temperature of the station. A contract has been established to provide routine maintenance of the generator. Hopefully this will provide the needed electricity. As far as staffing a shelter during a pandemic and a statewide event, we will seek information from neighboring communities to determine if there were any strategies they were developed that proved to be successful.
- The control of the electric grid is beyond our scope. There will be statewide efforts to develop solutions to this problem. Hopefully the City of Lampasas will be able to "localize" distribution of electricity in the city that will allow us to shed load as needed. This would enable us to control the length of time that residents are without electricity.

- With the loss of electricity, we also saw the unexpected loss of water supply and pressure. Again, proactive measures to correct these issues are beyond the City of Lampasas. Hopefully there will be an opportunity to establish dialogue with our water supply company to ensure that future water supply is not compromised.
- Deliveries of supplies to local merchants was very limited due to the inability to navigate roadways across the state. This includes fuel for vehicles and food and water for grocery stores. Due to the duration of this event and the lack of power, many places of business were not able to open and operate even in a limited capacity. Some restaurants had no electricity but had food to prepare, others had no food but had electricity. If future events of this nature occur, we will work with different businesses to maximize the ability to prepare meals as needed.

Appendix E

IT Department

Winter Storm After Action Report

Website & Social Media Notifications

April 7, 2021

Website Notifications:

** Updates were made to pages as information changed **

TYPE OF NOTIFICATION	NOTIFICATION TITLE	DATE SENT OUT & POSTED ON WEBSITE	SUBSCRIBER COUNT
City of Lampasas News & Announcements	City Requests Energy Conservation- Press Release	2/13/21 -2/20/21	413
City of Lampasas News & Announcements	No Trash Service	2/16/21 – ongoing as updates were made available	413
City of Lampasas News & Announcements	City of Lampasas Water Outages & Updates	2/19/21 – 2/27/21 ongoing as updates were made available	413
City of Lampasas News & Announcements	Power Outages in Lampasas	2/19/21 – 2/27/21 ongoing as updates were made available	413
City of Lampasas News & Announcements	NOTICE: Boil Water Notification	2/19/2021	413
City of Lampasas News & Announcements	Damage Collection Survey	2/19/21-4/2/21	413
City of Lampasas News & Announcements	Delays & Closed Facilities	2/19/21 – 2/27/21 ongoing as updates were made available	413
City of Lampasas News & Announcements	NOTICE: Boil Water Notice Rescinded	2/20/21-2/26/21	413
City of Lampasas News & Announcements	City of Lampasas Receives Water From FEMA	2/21/21-2/28/21	413

City Facebook:

** dlvr.it pushes out notifications from City Website postings to City Facebook & City Twitter **

TYPE OF NOTIFICATION	NOTIFICATION TITLE	DATE POSTED	TOTAL REACHED
Manual Post	Notice of Temporary Closure- Library	2/11/21	676

Manual Post	Winter Storm Warning	2/11/21	620
Manual Post	NOTICE: City Garbage Pickup Delayed	2/11/21	2.2k
Manual Post	NOTICE: February 12, 2021 Garbage Update	2/12/21	436
dlvr.it	NOTICE: Public Library Closure	2/12/21	379
dlvr.it	Delays & Closed Facilities	2/12/21	443
dlvr.it	City Requests Energy Conservation: Press Release	2/12/21	749
Manual Post	Stay Informed! Sign Up on the City of Lampasas Website to Receive Notifications	2/13/21	507
Manual Post	Friends and Neighbors, Please Take Care of Pipes, Animals and Plants	2/14/21	828
Manual Post	Trash Service Pickup Has Decided to Suspend Monday Service Due to Weather	2/14/21	1.8k
dlvr.it	Delays & Closed Facilities	2/14/21	910
dlvr.it	No Trash Service	2/14/21	772
Manual Post	Notice: Road and Weather Conditions	2/14/21	2.7k
dlvr.it	Cold Weather Warning	2/14/21	1.1k
Manual Post	The State Electric Grid Is Operating Under Emergency Conditions	2/15/21	2.6k
dlvr.it	Power Outages in Lampasas	2/15/21	1.7k
Manual Post	Update: Extended Rolling Blackouts Expected to Continue	2/15/21	5.9k
dlvr.it	Update: Power Outages in Lampasas	2/15/21	907
dlvr.it	No Trash Service, Tuesday, Feb 16th	2/15/21	674
dlvr.it	No Trash Service, Tuesday, Feb 16th	2/15/21	424
dlvr.it	Fire Department Warming Center Shelter from the Cold	2/15/21	5.4k
dlvr.it	Delays & Closed Facilities	2/15/21	605
dlvr.it	City Hall Will Be Closed on Tuesday	2/15/21	536
dlvr.it	Update: Power Outages in Lampasas	2/15/21	886
Manual Post	Update: the ERCOT Grid is Still at a Critical Stage	2/15/21	9.6k
Manual Post	Communication from ERCOT indicates an early morning increase	2/16/21	3.5k

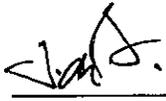
dlvr.it	Delays & Closed Facilities	2/16/21	615
Manual Post	Update: The City of Lampasas Has Received Communication From	2/16/19	3.7k
Manual Post	WATER UPDATE: Due to Outages on the Kempner Side Through Bartlett	2/16/19	2.8k
dlvr.it	City of Lampasas Water Outages & Updates	2/16/21	2.2k
Manual Post	Power Outage Updates	2/16/21	689
Manual Post	City of Lampasas Closings & Delays	2/16/19	476
dlvr.it	City of Lampasas Water Outages & Updates	2/16/19	1.4k
Manual Post	UPDATE: Conditions in delivery and pumping water to Lampasas	2/16/21	2.2k
Manual Post	BOIL WATER NOTICE FOR COMMUNITY PUBLIC WATER	2/17/21	15k
dlvr.it	NOTICE: Boil Water Notification	2/17/21	616
dlvr.it	City of Lampasas Water Outages & Updates	2/17/21	661
dlvr.it	Update: Power Outages in Lampasas	2/17/21	1.2k
dlvr.it	City of Lampasas Water Outages & Updates	2/17/19	385
Manual Post	UPDATE: 17Feb21 11:00am	2/17/19	3k
dlvr.it	Update- Power Outages in Lampasas	2/17/19	605
dlvr.it	City of Lampasas Water Outages & Updates	2/17/19	438
dlvr.it	Update: Power Outages in Lampasas	2/17/19	619
dlvr.it	Update- Power Outages in Lampasas	2/17/19	669
Manual Post	UPDATE: 17FEB21 5:15PM	2/17/19	3.7k
dlvr.it	City of Lampasas Water Outages & Updates	2/17/19	724
dlvr.it	New Updated Information- Power Outages in Lampasas	2/18/21	647
Manual Post	UPDATE: 18FEB21 7:30AM	2/18/21	5.3k
dlvr.it	Delays & Closed Facilities	2/18/21	542
Manual Post	UPDATE: 18FEB21 12PM	2/18/21	4.5k
dlvr.it	City of Lampasas Water Outages & Updates	2/18/21	400
dlvr.it	New Updated Information: Power Outages in Lampasas	2/18/21	490
Manual Post	Report a Request or Concern	2/18/21	695

Manual Post	UPDATE: February 18, 2021 4:35pm No Trash Pickup This Week	2/18/21	2.8k
Manual Post	UPDATE: 19FEB21 9:00am	2/19/21	2.1k
dlvr.it	Delays & Closed Facilities	2/19/21	592
dlvr.it	New Updated Information – Power Outages in Lampasas	2/19/21	621
dlvr.it	City of Lampasas Water Outages & Updates	2/19/21	470
dlvr.it	City of Lampasas Water Outages & Updates	2/19/21	454
dlvr.it	NOTICE: Boil Water Notification	2/19/21	375
dlvr.it	Delays & Closed Facilities	2/19/21	440
Manual Post	UPDATE: 19FEB21 4:15pm	2/19/21	1.8k
dlvr.it	New Updated Information: Power Outages in Lampasas	2/19/21	408
dlvr.it	City of Lampasas Water Outages & Updates	2/19/21	581
dlvr.it	Damage Collection Survey	2/19/21	429
Manual Post	The Governor Announced a Statewide Effort to Collect Damage	2/19/21	956
Manual Post	City crews are working a water main break on East 4 th St. -Slow Down	2/20/21	3.6k
Manual Post	Traffic Alert – Slow Down	2/20/21	980
Manual Post	Stay Informed! Sign up on the City of Lampasas website to receive notifications	2/20/21	425
Manual Post	The City's water system is still recovering and in need of your help	2/20/21	4.9k
Manual Post	The City has received results of water sampling from our testing lab	2/20/21	4.8k
dlvr.it	City of Lampasas Water Outages & Updates	2/20/21	509
dlvr.it	NOTICE: Boil Water Notice Rescinded	2/20/21	2.5k
Manual Post	UPDATE: 20FEB21 6:07pm Boil Water Notice Update	2/20/21	855
Manual Post	Continue to conserve due to main breaks in Kempner	2/21/21	2.1k
Manual Post	FEMA has delivered 18 pallets of water to Lampasas County	2/21/21	9.2k
dlvr.it	City of Lampasas Receives Water from FEMA	2/21/21	1.8k

dlvr.it	City of Lampasas Water Outages & Updates	2/21/21	476
Manual Post	Damage Collection Survey	2/22/21	998
Manual Post	Property Damage Survey	2/22/21	1.7k
dlvr.it	New Updated Information: Power Outages in Lampasas	2/22/21	431
Manual Post	UPDATE: 22FEB21 8:00pm	2/22/21	1.9k
Manual Post	Damage Collection Survey	2/23/21	433
dlvr.it	Damage Collection Survey	2/23/21	506
Manual Post	UPDATE: 23FEB21 4:30pm	2/23/21	1.5k
dlvr.it	City of Lampasas Water Outages & Updates	2/23/21	396
Manual Post	Report a request or concern!	2/25/21	544
Manual Post	Stay Informed! Sign Up on the City of Lampasas website to Receive Notifications	2/27/21	425
Manual Post	Town Hall Meeting: Discussion Regarding Impacts of Winter Storm	3/8/21	1.6k

Facebook Followers:

February 13, 2021	6,227
March 8, 2021	6,393


City Manager

ITEM NO. WORKSHOP-4

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

Subject:

Discussion regarding amendments and updates to Governance Policy

Requested By: Becky Sims, City Secretary

Submitted By: Becky Sims, City Secretary

Date Submitted: April 7, 2021

For the Agenda of: April 12, 2021

Procurement and Funding Statement:

Attachments:

Summary Statement:

At the March 8, 2021 meeting Council was provided a copy of the City of Lampasas City Council Governance Policy document with recommended amendments. The Governance Policy was last updated in March 2017. With new council members coming onboard this is the prime opportunity to amend and update this policy. Staff looks forward to your input and direction.

Staff has updated the areas in yellow where feedback has been provided by Council where an amendment or clarification should be added.

Recommendation:

Discussion and direction only

CITY OF LAMPASAS
CITY COUNCIL
GOVERNANCE POLICIES

Statement of Mission

To assure health, safety and well-being of our community and to become a model of efficient, effective and quality service delivery.

Approved March 13, 2017

Draft Amendment March 4, 2021

INTRODUCTION

The Council is responsible for the development, implementation and monitoring of policy to ensure effective and efficient governance. "Governance" includes appropriate and professional communication, operating procedures and delivery of City services that meet the expectations of our residents.

This policy addresses relations between Elected Officials and Elected Officials and staff. These Governance Policies also outline Council operating procedures, decorum, and public participation. The goal of these Policies is to promote and enhance open and transparent government.

1. The Council is committed to the fair exchange of ideas and policies.
2. The Council will endeavor to keep the community informed on municipal affairs; encourage communication between the citizens and the City Council; strive for strong, working relationships among Lampasas, Lampasas ISD, Lampasas County, Lampasas County Chamber of Commerce, and Lampasas Economic Development Corporation as well as other organizations which may impact the city.
3. In its governance role, the Council will continue to be dedicated to friendly, courteous, and professional relationships with staff members, other Council members and the public.

The Council will operate with a style which emphasizes outward vision rather than an internal preoccupation; strategic leadership more than administrative detail; and clear distinction of Council and staff roles. In this spirit, the Council will:

- a. Direct, control and inspire the organization through the careful establishment of the values and perspective (*policies*) which address ends such as organizational products, impacts, results, benefits, and outcomes.
- b. Be accountable to the public for competent, conscientious and effective accomplishment of its obligations as a Council. No officer, individual or committee of the Council shall usurp the role of the Council as a whole.
- c. Monitor and regularly evaluate the Council's own process and performance. Ensure the continuity of its governance capability by retraining, redevelopment, and reprioritizing goals and plan of work.

Council Responsibilities

1. Each Council member who has been newly elected to a non-contiguous term is required to attend a Council member orientation session, complete mandatory Open Meetings and Public Information Act training, and is encouraged to attend at least one Texas Municipal League sponsored conference each year to stay informed on issues facing municipalities, as funding allows. All other Council members are encouraged to attend the annual orientation session, as well as, attend a Texas Municipal League sponsored conference each year as funding allows.
2. It is the policy of City Council to create a dignified and professional environment for City Council Meetings. Therefore, all Council members shall dress in a professional manner while attending a City Council meeting or work session, or while representing the City in an official capacity of the City Council.
3. Each Council member is responsible for being prepared to discuss and to conduct business of the City and to be informed about previous action taken by the Council in his/her absence. In the case of absence from meeting, the Council member may obtain information by requesting to receive the information from the City Secretary.
4. When addressing an agenda item, the Council member shall first be recognized by the Chair, shall confine comments to the questions under debate, shall avoid reference to personalities, shall refrain from impugning the integrity or motives of any other Council member or Staff member during the debate or vote, and shall refrain from publicly implying or insinuating wrong-doing by another Council member or Staff member without clear evidence of such behavior.
5. While any other person who has been recognized by the Chair is speaking, other members shall not hold private discourse or in any manner interrupt the speaker. In all discussions, disrespectful language and behavior shall be avoided.
6. Any Council member may ask the Mayor to enforce the rules established by the Council. Should the Mayor fail to do so, a majority vote of the Council members shall require him/her to do so.
7. When a Council member is appointed to serve as liaison to a board, the Council member is responsible for keeping all Council members informed of significant board activities.
8. City Council will evaluate the City Manager, City Secretary, City Attorney, and City Judge on an annual basis.

Council and Staff Relations

No single relationship is as important as that of the Council and their City Manager in effectively governing the City of Lampasas. It is for this reason that the City Manager is the primary link between the Council and the professional staff. The Council's relationship with the staff shall be through the City Manager.

1. In order to ensure proper presentation of agenda items by staff, questions arising from Council members after receiving their information packet should be directed to the City Manager for consideration prior to the Council meeting. This allows staff time to address the Council member's concern and provide all Council members with the additional information.
2. The City Manager may designate the appropriate staff member to address each agenda item and shall see that each presentation is prepared and presented in order to inform and educate the Council on the issues which require Council action. The presentation should be professional, timely, and allow for discussion of options for resolving the issue. The staff member making the presentation shall either make it clear that no Council action is required, present the staff recommendation, or present the specific options for Council consideration.
3. The City Manager is directly responsible for providing information to all the Council concerning any inquiries by a specific Council member. If the City Manager or his/her staff's time is being dominated by a Council member, it is his/her responsibility to inform the Mayor.
4. The City Manager will be held responsible for the professional and ethical behavior of himself/herself and the discipline of his/her staff as outlined in the City's Home Rule Charter.
5. Any conflicts arising between the city staff and the Council will be addressed by the City Manager.
6. All staff shall show each other, each Council member, and the public respect and courtesy at all times. Staff is also responsible for making objective, professional presentations to ensure public confidence.
7. The City Secretary, after an election, will make sure that the staff has prepared information needed for the orientation of new Council members and inform them of any Texas

Municipal League conference and seminars available. The City Secretary will also be responsible for meeting personally with new members and informing them about and touring city facilities and procedures. Prior to an election, the City Secretary shall provide a packet to all candidates containing all pertinent information and forms needed to run for a place on City Council.

8. It is the responsibility of the Mayor to hold accountable those who violate the principles of the Council Manager plan.

SECTION II MEETING RULES AND PROCEDURES

Five types of meetings are recognized:

Regular Meetings

Regular meetings will be held on the second and fourth Monday nights of each month. The meeting will be held at in the Council Chambers commencing at **6:00 P.M.**, unless otherwise posted. The Council may reschedule or cancel meetings in order to avoid conflicts, holidays and vacation periods.

Workshop Meetings

The purpose of such meetings shall be to discuss in depth or explore matters of interest to the City, a meeting with one of the City's appointed committees, or the Council alone may wish to explore a matter in detail. The purpose of workshop meetings is to explore or discuss problems without taking specific action. The general public is invited to attend such meetings if they wish, and may participate in the proceedings if invited to do so.

Special Meetings

Special Meetings may be called at any time upon the request of the Mayor, City Manager, or four Council members. Notice of Special Meetings, as required by law, shall be given to all members of the Council. In the event of a Special Meeting, the City Secretary will make every attempt to contact all Council members.

Emergency Meetings

In case of emergency or urgent public necessity, upon the request of the Mayor, City Manager, or four Council members, the City Secretary may call an Emergency Meeting, which shall be expressed in the notice, it shall be sufficient if notice is posted two hours

before the meeting is convened and the person calling such emergency meeting shall, if a request has been filed at the City Hall, give notice by telephone, facsimile transmission, or electronic mail to any news media requesting such notice. The emergency and the reason must be clearly stated. Emergencies are limited to situations of "imminent threats," to public health and safety, or reasonable unforeseeable situations requiring immediate action by the governmental body.

Public Hearings

The purpose of a Public Hearing is to present evidence on both sides of an issue. Some public hearings are required by state law while others are voluntarily conducted by the Council to obtain the full range of citizen opinion on important matters. The Mayor may remind persons giving testimony that all comments should be directed to Council.

AGENDA - PLACING ITEMS ON THE AGENDA

The stipulations set forth in this section relate to the agenda for meetings of the Council.

- A. Items to be placed on the agenda for consideration by Council, must be submitted to the City Secretary by noon, Tuesday preceding the Monday Council meeting. The public - must submit their requests in writing while the Mayor and City Council may submit their requests verbally. The City Manager has the final authority for placement of items on the agenda.
- B. Any member of the city staff wishing to have an item placed on the agenda shall submit that item to the City Manager's office for approval. The city manager may establish procedures for submission of routine items without his approval.

AGENDA - CONSENT AGENDA

Routine matters may be placed on a consent agenda which will be treated as one agenda item. Each item included on the consent agenda must be numbered separately and reasonably explained. Questions and explanation of consent agenda items will be permitted, but there will be no general discussion or debate. Council will vote on the consent agenda as one item; passage of the consent agenda will not defeat each item included thereon, in such event, each item will be considered individually. Before the consent is voted upon, any item included may be removed upon the request of any one Council member. Any item removed from the consent agenda upon request will be handled separately in the same manner as a regular agenda item.

AGENDA - EXECUTIVE SESSION

The Executive Session is a closed session. The City Manager, City Attorney, and the City Secretary may be allowed into this session if requested by City Council. Items discussed in Executive Session shall be in strict compliance with Chapter 551, Texas Government Code.

AGENDA - AGENDA PACKETS

The agenda packets for all regular meetings will be provided by staff on the Friday afternoon preceding the meetings. This should afford ample time for all Council members to inquire into the nature of each matter to be discussed or to personally investigate the matter so as to better inform himself/herself before a Council meeting. A tentative Agenda will be sent via e-mail to Council on the Tuesday prior to the Monday meeting.

AGENDA - NOTICE OF MEETINGS

The agenda for all meetings shall be posted by the City Secretary or his/her designee on the City's official bulletin board, the City's official website and notice of all meetings shall be given by the City Secretary pursuant to the requirements of the Texas Open Meetings Law. (Article 6252-17, V.T.C.S.)

AGENDA - PUBLIC NOTICES

The City Secretary's office will assume responsibility for issuing a copy of the agenda to media outlets. The City Secretary's office will assume the responsibility for compliance with the Open Meeting Law.

CHAIRPERSON

The Mayor shall preside at Council meetings and be recognized as head of the City Government for all ceremonial purposes. (i.e. receiving services of civil process, for emergency purposes, and for military purposes).

The Council elects, at its first meeting following each regular election of Council members, the position of Mayor Pro Tem. Mayor Pro Tem shall act as Mayor during the absence or disability of the Mayor, and shall have the power to perform every act the Mayor would perform if present. (Charter Sec. 2.07).

CALL ORDER

Council meetings shall be called to order by the Mayor, or in his/her absence, by the Mayor Pro Tem. In the absence of both the Mayor and the Mayor Pro Tem, the meeting shall be called to order by the City Manager or City Secretary, and a temporary Chairperson shall be elected by Council members present.

GENERAL RULES – QUORUM

Four members of the Council, qualified and serving, shall constitute a quorum for meetings for the transaction of business, but no action of the Council shall be of any force or effect unless it is adopted by the favorable votes of not less than four members of the Council. (Charter Sec. 2.10)

GENERAL RULES - COMPELLING ATTENDANCE

Notification should be made to Mayor, City Manager or City Secretary if a Council member is unable to attend.

GENERAL RULES - RIGHT TO FLOOR

Any member desiring to speak shall be recognized by the Chairperson, and shall confine his or her remarks to the subject under consideration or to be considered. No member shall be allowed to speak more than once on any one subject until every member wishing to speak has spoken

SECTION III. CODE OF CONDUCT

MAYOR AND COUNCIL MEMBERS

1. During the Council meetings, Council members shall preserve order and decorum, shall not interrupt or delay proceedings, and shall not refuse to obey the orders of the Mayor or the rules of the Council. Council members shall demonstrate respect and courtesy to each other, to city staff members, and to members of the public appearing before the Council. Council members shall refrain from rude and derogatory remarks and shall not belittle staff members, other Council members, or members of the public. They should not use their position to secure special privileges and should avoid situations that could cause any person to believe that they may have brought bias or partiality to a question before the Council.

2. Members of the Council will not condone any unethical or illegal activity. All members of the Council agree to uphold the intent of this policy and to govern their actions accordingly.

CITIZENS

- A. Citizens are welcome and invited to attend all meetings of the Council, and will be admitted to the Council Chamber up to the fire safety capacity of the room.
- B. Any citizen wishing to address Council may do so under the agenda item CITIZENS WISHING TO ADDRESS COUNCIL. Before recognition by the Mayor, citizens must sign a sheet of order with the City Secretary prior to the Council meeting. Comments are limited to three minutes or less.
- C. Citizens wishing to comment on agenda items may do so when recognized by the Mayor. Comments are limited to three minutes or less.
- D. All cell phones, tablets, laptops or other such communication devices must be “set to silent or vibrate mode” while in the Council Chambers to avoid disruption of the meeting.
- E. Right to Record. Citizens, attendees and media representatives may take audio and video recordings of any open meeting, however; City Council may designate an area for recording to minimize disruption to Council and other attendees.

EMPLOYEES

- A. Employees are prohibited from using cell phones, tablets, laptops or other such communication devices while in the Council Chambers other than to conduct City business that is pertinent to the meeting being held. City employees who work in an emergency field (e.g. police and fire department personnel) may have their work-related cell phones on, so long as they are in the “silent/vibrate mode” or are kept at the lowest possible volume. Such phones shall not cause a disruption to the meeting. If a call is received during a Council meeting, the employee shall excuse him/herself from the Council Chambers to respond to the call.

COUNCIL DECORUM AND DEBATE

- A. No member shall speak more than the time limits provided in this section on any subject or amendment, and such member may use his/her time in any combination, in separate speech or comments totaling the number of minutes permitted. The

Mayor shall not be obligated to recognize any Council member wishing to speak who has been allowed a first comment. Council members shall also have the right to yield a portion of time to another member.

- B. Any member deciding to speak more than five minutes on any question or more than five minutes on any amendment to the question shall be accorded the privilege without objection upon motion supported by majority. No member shall be permitted to interrupt while another member is speaking.
- C. No member shall use cell phones, tablets, laptops or other such communication devices while in the Council Chambers, other than to conduct City business that is pertinent to the meeting being held. No discussion of the items and issues before the Council may be conducted by the Council via such electronic devices during a meeting, whether with staff, fellow Council members or the public in general. All such devices shall be in "silent/vibrate mode" during Council meetings.
- D. No Council member shall be permitted to indulge in personalities, use offensive language, arraign motives of members, charge deliberate misrepresentation or use language tending to hold a member of the City Council in contempt.
- E. If a member is speaking or otherwise transgressing the rules of the Council, the presiding officer shall or any Council member may call him/her to order in which case he/she immediately must be quiet unless permitted to explain. The Council shall, if appealed to, decide the case without debate. If the decision is in favor of the member called to order, he/she shall be at liberty to proceed, but not otherwise.

CONSIDERATION OF ORDINANCES, RESOLUTIONS AND MOTIONS - MAJORITY VOTE REQUIRED

An affirmative vote of a majority of the Council is necessary to repeal any ordinance or take any official action in the name of the City except as otherwise provided in the Charter or by the laws of the State of Texas.

CONSIDERATION OF ORDINANCES, RESOLUTIONS AND MOTIONS - VOTING REQUIRED

- A. No member shall be excused from voting except on matters involving the consideration of his own official conduct, or where his personal interests are

involved, and in these instances, he shall abstain. Any member prohibited from voting by personal interest shall announce at the commencement of consideration of the matter and shall not enter into discussion or debate on any such matter. The member having briefly stated the reason for his request, the excuse from voting shall be made without debate.

- B. Any member who reasonably believes that his/her voting on a matter would create an appearance of impropriety shall be excused from voting. That member shall state publicly the reason(s) he/she believes voting would be improper.

GUIDELINES FOR COUNCIL SUBCOMMITTEES, BOARDS AND COMMISSIONS

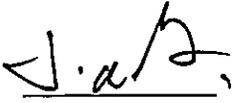
The Council may establish sub-committees, boards and commissions to provide advisory responsibilities. To preserve council unity, sub-committees will be used sparingly, only when other methods have been deemed inadequate.

All sub-committees, boards and commissions appointed by the Council exist so that council decisions

- (a) will be made from an informed position, or
- (b) will be made in a public forum consistent with council policy

1. Council sub-committees, boards and commissions may not speak or act for the council.
2. Council sub-committees, boards and commissions are to help the council do its job. These entities ordinarily will assist the council by preparing action alternatives and implications for council deliberation. They are not created by the council to advise staff.
3. Council sub-committees, boards and commissions cannot exercise authority over staff. In keeping with the council's broader focus, these entities will normally not have direct dealings with current staff operations. Because the city manager works for the full council, he or she will not be required to obtain approval of a council sub-committee before an executive action.
4. The authority and responsibility of any sub-committee, board or commission will not duplicate the responsibility of the city council, city staff, staff advisory committee, or other board or commission.
5. To encourage broad citizen participation, no person may be appointed to serve more than six consecutive years, excluding unexpired terms, on a particular board, commission or committee at the discretion of City Council. This limitation does not apply if a particular position requires specialized knowledge, licenses, or certifications and no other qualified and interested person is available, or for other good cause found by the City Council and specified in the appointment.

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City Manager

ITEM NO. WORKSHOP-5

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

Subject:

Discussion regarding 2021/2022 Budget

Requested By: Finley deGraffenried, City Manager

Submitted By: Finley deGraffenried, City Manager

Date Submitted: April 7, 2021

For the Agenda of: April 12, 2021

Procurement and Funding Statement:

Attachments:

Summary Statement:

This item is placed on the workshop agenda to provide Council with some initial budget assumptions and potential challenges with the FY 2021/2022 budget. Staff will also review a tentative timeline, and process for development of the plan.

Recommendation:

Discussion Only

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City Manager

ITEM NO. 1.3

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

Subject:

Public hearing to receive citizen comments regarding a request for a Specific Use Permit for property described as 0.160 acres, PT of Frac PT 6, Block 20, Old Town Addition commonly known as 809 East Fourth Street, Lampasas, Texas Lampasas County to allow for a Mini-Warehouse in an area zoned Commercial.

Requested By: Becky Sims, Zoning Administrator

Submitted By: Becky Sims, Zoning Administrator

Date Submitted: April 7, 2021

For the Agenda of: April 12, 2021

Procurement and Funding Statement:

Attachments:

Summary Statement:

The applicant is requesting a Specific Use Permit (SUP) to allow for a Mini-Warehouse in an area zoned Commercial. The property is currently zoned Commercial, the area surrounding the property is zoned Commercial, Light Industrial and Central Business District All notifications and publications, as required by Ordinance and Statute, have been made. Staff mailed twenty (20) notices to property owners within 200 feet of the applicant's property, and to date have received one in protest and none in favor of the request.

Recommendation:

Discussion only



CITY OF LAMPASAS
 **** REPRINT RECEIPT ****

REC#: 01252970 3/05/2021 10:45 AM
 OPER: LC1 TERM: 072
 REF#: 1024

TRAN: 210.0000 PERMITS & LICENSES
 EXTRA LEVEL LLC
 PLANNING & ZONING F 250.00CR

ANTICIPATED MEETING DATES: P&Z: _____ City Council _____

- Initial Zoning (newly annexed property)
- Rezoning (property currently zoned)
- Planned Development (PD) - see Zoning Ordinance for special requirements and procedure
- Specific Use Permit (SUP) - see Zoning Ordinance for special requirements and procedures

TENDERED: 250.00 CHECK
 APPLIED: 250.00-
 CHANGE: 0.00

Name of Subdivision or Project: 809 E 4th St. Apts.
 Physical Location of Property: 809 E 4th St.
 [General Location - approximate distance to nearest existing street corner]
 Brief Legal Description of Property (must also attach accurate metes and bounds SEE ATTACHED)
 [Survey/Abstract No. and Tracts; or platted Subdivision Name with Lots/Block]

Acreage: .16 Existing Zoning: Commercial Proposed Zoning: COMMERCIAL "C"

Applicant / Owner's Name: JAMIE BROWN
 Contact Person: JAMIE BROWN Title: OWNER
 Company Name: EXTRA LEVEL LLC
 Street/Mailing Address: 2708 S. LAMAR #400 City: AUSTIN State: TX Zip: 78704
 Phone: 720 341 3187 Email Address: JAMIE@ONIONCREEKAERIAL.COM

Engineer / Representative's Name: JAMIE BROWN
 Contact Person: JAMIE BROWN Title: _____
 Company Name: EXTRA LEVEL LLC
 Street/Mailing Address: 2708 S. LAMAR #400 City: AUSTIN State: TX Zip: 78704
 Phone: 720 341 3187 Email Address: JAMIE@ONIONCREEKAERIAL.COM

Nature of Request/Proposed Use of the Property: SELF STORAGE / MINI-WAREHOUSE

SUBMITTAL DEADLINE: 30 DAYS PRIOR TO P&Z PUBLIC HEARING DATE. (All zoning requirements must be advertised in the newspaper, and notices must be mailed to all property owners within 200 feet of the subject property).
 All applications must be COMPLETE before they will be scheduled for P&Z agenda (It is the applicant's responsibility to be familiar with, and to comply with, all City submittal requirements in the Zoning, Subdivision Ordinances, and any separate submittal policies, requirements and/or checklists that may be obtained from City Staff including the number of plans to be submitted, application fees, etc).
 All application materials (one copy) must be delivered to the Planning Department. The City will invoice the applicant for all publication and certified letter costs. The City may also invoice the applicant for any applicable consulting, engineering or attorney fees for City review of this project.
 Notice of Public Records- The submission of plans/drawings with this application makes such items public record, and the applicant understands that they may be viewed by the general public. Unless the applicant expressly states otherwise in writing, submission of this application (with associated plans/drawings) will be considered consent by the applicant.

I hereby certify that I am the Owner, or the duly authorized agent of the Owner (proof of authorization attached), for the purposes of this application, and that all information submitted herein is complete, true and correct to the best of my knowledge. I understand that submitting this application does not constitute approval, and incomplete applications will result in delays and possible denial.

Signed: [Signature] Title: OWNER Date: 2/22/21
 City of Lampasas 312 East Third Street Lampasas, Texas 76550 (512) 556-6831 bsims@cityoflampasas.com

Lampasas Central Appraisal District



Official Website

Hosted By Pritchard & Abbott, Inc.



General Real Estate Property Information

[New Property Search](#)

[Go To Previous Page](#)

Property ID: 2250

Account / Geo Number:
10240-020-006-10

Property Legal Description:
LOT: PT OF FRAC PT 6
BLK: 20
ADDN: OLD TOWN

Survey / Sub Division Abstract:

Property Location:
809 E 4TH ST
LAMPASAS TX 76550

Block:

Owner Information:
EXTRA LEVEL LLC
C/O ONION CREEK AERIAL LLC
2708 S LAMAR BLVD #400
AUSTIN TX 78704

Section / Lot:

[View Building Detail Information](#)

[View Land Detail Information](#)

Previous Owner:
BROWN JAIME

Deed Information:

[View Previous Owner Information](#)

Volume:	564
Page:	338
File Number:	179563
Deed Date:	12/13/2019

Property Detail:

Agent:	None
Property Exempt:	
Category/SPTB Code:	B1
Total Acres:	0.173
Total Living Sqft:	See Detail
Owner Interest:	1.000000
Homestead Exemption:	
Homestead Cap Value:	0
Land Ag/Timber Value:	0
Land Market Value:	13,070
Improvement Value:	27,500
Property Market Value:	40,570

[View GIS Map](#)

The map link above is not affiliated with this website. It is a 3rd party GIS link to provide additional information only.

[Map It With Google](#)

The Google map link above is in no way affiliated with this website. It is a 3rd party link to provide a visual location only.

[Printer Friendly Version](#)

Click the button above for a printable version of this record with all available details.

* [View Property Tax Information](#)

[* View 5 Year Value History](#)

Jur Code	Description	Market Value	Homestead	Total Exemption	Taxable
LAM	LAMPASAS COUNTY	40,570		0	40,570
R&B	ROAD & BRIDGE	40,570		0	40,570
CLA	CITY OF LAMPASAS	40,570		0	40,570
SLA	LAMPASAS ISD M&O	40,570		0	40,570
SLAIS	LAMPASAS ISD I&S	40,570		0	40,570

* Where supporting website data is available.

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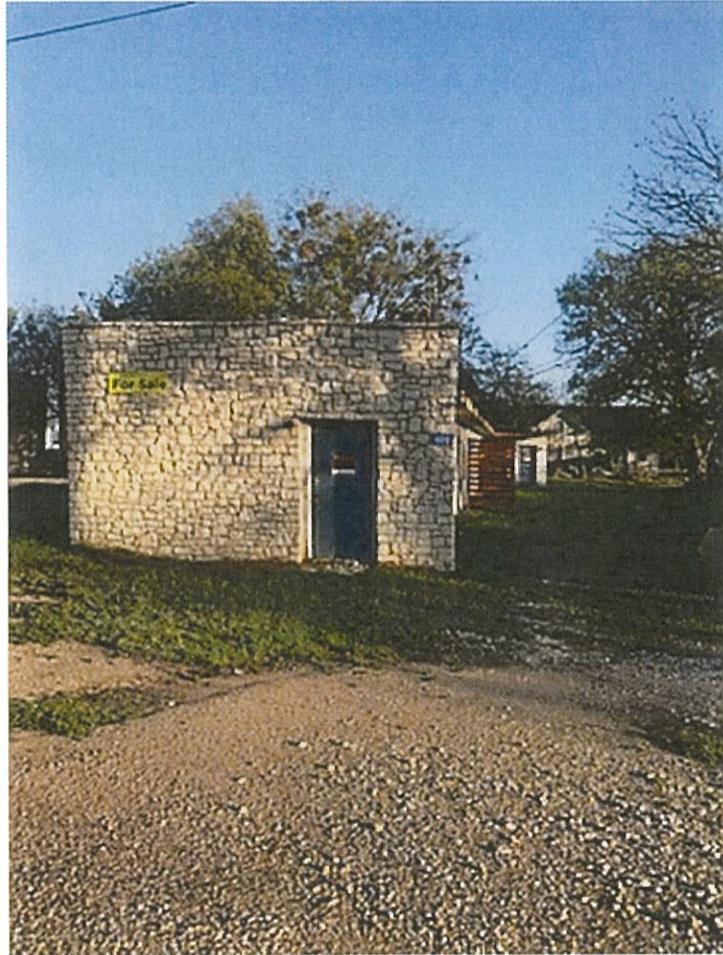
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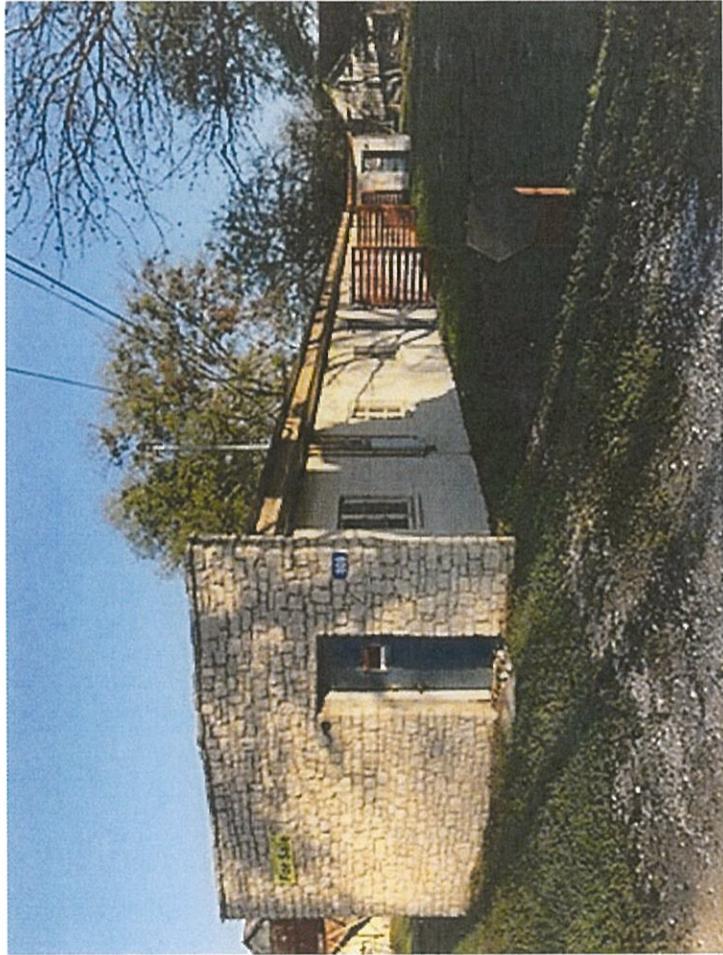
Real Estate Appraisal Information is the 2020 CERTIFIED Appraisal Values. © Lampasas County Appraisal District | Last Real Estate Update: 02/02/2021



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VALUATION CONSULTANTS

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Version 3.2.2







WRITTEN COMMENTS FOR A ZONING CHANGE REQUEST
(Brown -SUP)

I own House of Forgiveness, [address] in Lampasas, Texas.

At this time, I do or do not plan to attend the Public Hearing noted above.

(Note, you are welcome to attend, even if you indicate on this form that you do not plan to do so.)

As a property owner who may be affected by the requested change, I want the Board to know that I, protest (protest) or approve the requested zoning change(s) that the Applicant has asked the Board to grant.

Please place a check mark beside your choice above and/or note any reasons or concerns you want the Board to consider in the spaces below.

My support/objection to the request is because:

- (1) _____
- (2) _____
- (3) _____

(Further information may be written on back of this sheet, if additional space is needed.)

Signed Jolene McCord Date 3-21, 2021

Heart of Forgiveness Ministries
228 PR 2225
Lampasas, TX 76550

Written Form Received by City Staff on: 3-26-21, 2021 by BXM

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**MINUTES OF REGULAR MEETING OF THE GOVERNING BODY
OF THE CITY OF LAMPASAS, TEXAS
OLD MIDDLE SCHOOL CAFETERIA
103 N WESTERN AVENUE
Monday, March 22, 2021
5:30 p.m. Town Hall
6:00 p.m. Regular Session**

ITEM 2.1

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

Council Members present:

Mayor Pro Tem TJ Monroe
Delana Toups
Bob Goodart
Randy Clark
Cathy Kuehne
Chuck Williamson

Council Members absent:

None

City Staff Present:

Finley deGraffenried, City Manager
Rickie Roy, Assistant City Manager
Monica Wright, IT Director
Becky Sims, City Secretary/Zoning Administrator
Sammy Bailey, Police Chief
Jeffry Smith, Fire Chief
Jody Cummings, Assistant Police Chief
Carlos Garcia, Street Superintendent
Van Sims, WWW Operations Manager
Ronnie Withers, Fire Marshall
Yvonne Moreno, Finance Director
Van Berry, Golf Course Manager
Mandy Walsh, Economic Development Director

TOWN HALL

5:30 p.m.

1. Call to order Town Hall Meeting

Mayor Talbert called the Town Hall to order at 5:32 p.m.

2. Discussion and public input regarding impacts of winter storm and electric disruption.

Finley deGraffenried, City Manager presented a slide show of the events that took place during the winter storm in February.

- **February 12**, Public Notice, Press Release Regarding Winter Weather Conditions
- **February 13**, Energy Conservation Public Release
- **February 14**, Energy Conservation and Winter Storm Public Release
- **February 15**, Public Notices Electric Grid Operating Under EEA 3, Rolling Black-outs
- **February 16**, Public Notices Electric Grid Operating Under EEA 3, Notice of Loss of Water Pressure
- **February 17**, Additional Notices Related to Load Shed, Boil Notice and Positive Trends in Generation Deficit
- **February 18**, Public Notifications that Grid was in Balance, however, with Forecast Deficits. On-going Conservation is Encouraged
- **February 19**, Public Notifications that Grid was in Balance, and Continued Water Conservation was Necessary
- **February 20**, Public Notifications, Boil Order Rescinded, Continued Water Conservation Necessary

- **February 21** – current, Notifications Regarding Damage Survey, Trash Disruption, Water Distribution, Stakeholder Meetings, Town Hall

After Action Review

- **February 22-** Initial review with Council
- **Inclusive-**
 - County, Healthcare Providers, Businesses, Residents, Service Providers, Public Safety and Utilities, Electric Partners, Peer Groups and Cities
- **Initial Issues Identified**
 - **Not all Inclusive-**
 - Service Disparity, Rate Risk Management, Capacity to Deliver Services, Technology-Efficiency, Generation, Public Communication, Healthcare needs, Integrating Community Services, Shelter, Comfort Stations, Shelter in Place.

Future Conditions

- Continued Growth in Texas with continued stress on Electric Grid
- Electric Market will change based on generation readiness, need for more baseline load, and regulatory requirements
- City to focus on findings and recommendations related to future events including technology, generation, and delivery of service

Police Chief Sammy Bailey went through the Emergency Response Timeline that began February 8, 2021 with the Winter Weather Warning. The Police Department began weather awareness publication on social media. Officers began checking on the homeless to ensure they were aware of the weather and see if they needed any assistance. Officers received several medical aid calls related to oxygen.

Chief Bailey and her Staff worked with several organizations to include the Salvation Army and Sheriff Ramos to provide aid to those in need. Sheriff Ramos & his wife Rebecca along with several volunteers opened up the Catholic Church to provide a warming station. She advised they received 603 calls relating to no electric, 52 relating to busted water pipes and 400 regarding no/low water pressure on Monday, February 15 and Tuesday, February 16 when City Hall was closed. Finley deGraffenried, Yvonne Moreno, Vicki Tower and Shirley Elders all worked shifts to assist with call volume.

In addition to utility calls, they assisted with citizens not being able to get uphill on the westside of town, reckless driving calls, family violence, animal welfare, minor wrecks, drunk driving, and elderly welfare checks to mention a few. They were also available to provide rides and meals as needed. They assisted with frozen doors and engaged in several conversations about winter storm survival.

Fire Chief Jeff Smith advised that while the storm was happening they conducted business as usual. Their response time was slightly slower due to road conditions; however, they were able to maintain service expectations. They attended to a couple of structure fires. They were efficiently staffed to include volunteers. They were able to open the Fire Department as a warming station until their generator stopped working.

As the Emergency Management Coordinator, it was about finding, lending and using resources that are available. The meeting tonight is providing citizens the opportunity to provide input on what they experienced. What can the City do to help you better prepare for the next event?

Assistant City Manager Rickie Roy advised of the challenges his team faced with technology. The electric department experienced four outages outside of the rolling black-outs. The water department experienced two water breaks which happened towards the end of the outages. The street department distributed over 50 tons of sand to treat City roads. As Staff continues to understand and research the feeders there may be changes to help with the load. While he did realize some weakness in the process he is please with his Staff and how quickly they were able to respond and resolve issues.

Citizen Discussion:

- ERCOT Board of Directors
- Public Utility Commission- Commissioner

- Alternate Generators
- Choice of Electric Providers (CCN)
 - Regulated/Deregulated
 - Elected Officials
- Public Awareness/ Education
- Code Red Education
- Social Media Notifications
- Public Notifications via City Water Bill

There were approximately 35 citizens in attendance during the Town Hall meeting including Staff and City Council.

3. Adjourn Town Hall and convene into City Council Workshop Session

Mayor Pro-Tem Monroe moved to adjourn the Town Hall meeting at 6:45 p.m.; the motion was seconded by Council member Kuehne and with a unanimous vote, the motion carried.

WORKSHOP SESSION

1. Call to order Workshop Session

Mayor Talbert called the Workshop Session to order at 6:45 p.m.

2. Discussion and updates related to COVID-19 Pandemic

Chief Smith provided the following information for Lampasas County as of March 5, 2021

- Active Cases- 12
- Total Fatalities- 30
- Hospitalizations- 1
- 3,042 individuals have received one dose of vaccine in Lampasas
- 1,573 have been fully vaccinated
- Possible drive thru clinic on April 3, 2021 at the Fire Department

3. Discussion regarding any item on the regular agenda

There was no discussion regarding any item on the regular agenda

4. Adjourn Workshop Session

Mayor Pro Tem Monroe moved to adjourn workshop at 6:50 p.m.; Council member Toups seconded the motion and with a unanimous vote, the motion carried

Council took at 10-minute break prior to Regular Session

REGULAR SESSION
6:00 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

- Richard Cox- 5 Years of service

	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.

David Williams, Kempner City Manager took the opportunity to introduce himself to City Council and the citizens of Lampasas. He looks forward to working together.

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 March 8, 2021.

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

3.0	CONSENT AGENDA
3.1	Discussion and possible action regarding the second reading of an Ordinance to amend the Personnel Policy; specifically adding a new use of technology policy, Section 2.00 Employee Responsibilities, Subsection 2.15- Use of City Computers, Internet Access, and Electronic Mail
3.2	Discussion and possible action regarding the January 2021 Investment Report

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

4.0	BOARDS/DEPARTMENT REPORTS
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Municipal Court Monthly Report (No Presentation)

- Prior to March 2020, Court Staff processed approximately 200 citations per month; since that time the average has been less than 100 violations per month
- Last year during the State-Wide Warrant Roundup approximately \$15,000 was collected. The Traditional Warrant Round Up for 2021 has been changed to a digital and phone format.
- Due to COVID and local jail restrictions no arrest warrants have been issued.
- Office of Court Administration and the Texas Supreme Court have issued emergency orders concerning in person court proceedings.
 - Zoom juvenile hearings and adult pre-trial hearings have been conducted
 - Only 3 citizens have requested jury trials; currently there are no jury trials are pending

5.0	ROUTINE MATTERS
5.1	City Manager’s Operational Report

City Manager deGraffenried reviewed his report:

Audit Committee	As in previous years, staff seeks Council input on a date and time for review of the FY 2020 Audit. The auditors typically review the financial performance and compliance of the City with the Committee, who then recommends acceptance at a future Council meeting. Auditors have indicated their availability on either March 25 or March 26 at the Committee's convenience.
CIP	The Capital Improvement Program Committee met on March 11 th to discuss the status of programmed projects for FY 2021, as well as review of the recent winter storm event and its influence on future project identification. The Committee's next meeting will be held at the Water/Wastewater shop and lab, and will include orientation on the City's SCADA system and tour of the Wastewater plant. Staff also seeks Council input and direction on filling one vacancy on the Committee.
Pool Staffing	Staff reports concern regarding recruitment of Pool staff for the upcoming season. Chris Eicher reports that after advertisement, the City has received only one application for lifeguard. The Pool Manager, Vicki Tower and Chris have all increased recruitment efforts at the High School, on the website and through the newspaper, and are hopeful additional efforts will pay off. This season will not have the benefit of returning staff, due to limited openings last year.
New Hope Church	This past week, staff was contacted by the New Hope Baptist Church regarding their wishes to possibly convey the property. It is staff's understanding the Congregation is approximately 150 years old, and the church building itself is over 100 years old. The Pastor noted that the current congregation was unable to maintain the Church, but they would like the facility to be preserved if possible. Because the Church is adjacent to the Historic Colored School, and shares a similar historic value, Council may wish to consider further investigation. The Church may also provide an option for restroom facilities that have been identified as a need for potential events at the Colored School.
Industrial Park	Since batching equipment has been removed from the City's industrial park property at East 580 and McLean, staff have received a number of inquiries regarding leasing the site. The original intent of the discounted lease was to promote economic development by creating commerce and jobs. Staff now seeks input from Council regarding use of the property at possibly a market lease rate. Mandy Walsh, Economic Development Director, has been handling inquiries related to the property.
Garden Dedication	If you have time, please consider coming out to Campbell Park on March 24 th at 6:00 p.m. for dedication of the Butterfly Garden. The Garden was an Eagle Scout Project of J.T. Saucedo, and was completed in time for the fall migration of monarch butterflies.
Staff	Yvonne is pleased to welcome Heather McDonald to the Utility Billing and Collection staff, as part-time clerk. I would also like to acknowledge the following employees who began their City of Lampasas careers in March: Pam Torrez, 1 year; Hunter Sanguinet, 3 years; Jerry Hobbs, 3 years; Richard Cox, 5 years; Chris Eicher, 14 years; Kelli Sanguinet, 18 years; and Tim Ryan, 27 years.
Sales Tax	Council has likely seen reports of Sales Tax receipts for the month of March indicating a 28.7% increase over the same period last year. Although staff anticipates leveling off at some point, fiscal year to date (October 1 to March 31, 6 months) collections have been \$1,004,654.06 on an annual plan of \$1,550,000.00 or 65% of the annual budget.

5.2	MAYOR'S COMMENTS
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Mayor Talbert thanked Monica Wright, IT Director and Kristy Acevedo, System Administrator for updating the City website and Facebook timely with updates during the storm. They did a fantastic job and their efforts did not go unnoticed.

6.0	UNFINISHED BUSINESS
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There was no unfinished business.

7.0	NEW BUSINESS
7.1	Discussion and possible action concerning approval of a new 5-year lease/purchase agreement between Holt Caterpillar and the City of Lampasas Water Department for a new 2021 420XE CAT Backhoe and a new 2021 308CR CAT Excavator for the amount of \$3,579.60 per month, \$42,955.20 per year.

Mayor Pro Tem Monroe moved to approve a new 5-year lease/purchase agreement between Holt Caterpillar and the City of Lampasas Water Department for a new 2021 420XE CAT Backhoe and a new 2021 308CR CAT Excavator for the amount of \$3,579.60 per month, \$42,955.20 per year, the motion was seconded by Council member Toups and with a unanimous vote the motion carried.

7.2	Discuss and consider Interceptor Capacity Study proposal from Eckermann Engineering in the amount of \$35,250.00.
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Council member Clark moved to approve the Interceptor Capacity Study proposal from Eckermann Engineering in the amount of \$35,250.00, the motion was seconded by Council member Williamson; and with a unanimous vote the motion carried.

7.3	Discussion and possible action regarding approval of Geotechnical Survey at Campbell Park by Langerman Foster Engineers in the amount of \$6,400.00.
-----	--

Mayor Pro Tem Monroe moved to approve the Geotechnical Survey at Campbell Park by Langerman Foster Engineers in the amount of \$6,400.00, the motion was seconded by Kuehne, Mayor Talbert opened the floor for questions; Mayor Pro Tem Monroe inquired if one bore would be sufficient, City Manager deGraffenried advised that was discussed with the engineers; however, he will verify; with no further discussion the motion carried with a unanimous vote.

7.4	Discussion and possible action regarding the first reading of an Ordinance adopting the Comprehensive Plan for the City of Lampasas.
-----	--

Mayor Pro Tem Monroe moved to approve the first reading of an Ordinance adopting the City of Lampasas Comprehensive Plan including Staff, Planning Commission and Council provided edits, if any and accompanying maps, providing for severability; repealer, effective date and proper notice and meeting, the motion was seconded by Council member Kuehne and with a unanimous vote, the motion carried.

7.5	Discussion and possible action regarding a Resolution designating reserve fund balances.
-----	--

Mayor Pro Tem Monroe moved to approve the Resolution designating reserve fund balances, the motion was seconded by a Council member Clark and with a unanimous vote, the motion carried.

7.6	Discussion and possible action regarding action to suspend the effective date proposed by ATMOS Energy Corporation-MIDTEX Division, to increase rates under the gas reliability infrastructure program for 45 days, and authorize the City's continued participation in a coalition of cities known as the "ATMOS Texas Municipalities"
-----	---

Council member Kuehne moved to suspend the effective date proposed by ATMOS Energy Corporation-MIDTEX Division, to increase rates under the gas reliability infrastructure program for 45 days, and authorize the City's continued participation in a coalition of cities known as the "ATMOS Texas Municipalities", the motion was seconded by Council member Clark and with a unanimous vote, the motion carried.

7.7	Discussion and possible action regarding a Resolution by the City of Lampasas, Texas responding to the application of ATMOS Energy Corporation- MIDTEX Division, to increase rates under the gas reliability infrastructure program; suspending the effective date of this rate application for forty-five days; authorizing the City to continue to participate in a coalition of cities known as “ATMOS Texas Municipalities;” Determining that the meeting at which the Resolution was adopted complied with the Texas Open Meetings Act; making such other findings and provisions related to the subject; and declaring an effective date
-----	--

Council member Kuehne moved to approve a Resolution by the City of Lampasas, Texas responding to the application of ATMOS Energy Corporation- MIDTEX Division, to increase rates under the gas reliability infrastructure program; suspending the effective date of this rate application for forty-five days; authorizing the City to continue to participate in a coalition of cities known as “ATMOS Texas Municipalities;” Determining that the meeting at which the Resolution was adopted complied with the Texas Open Meetings Act; making such other findings and provisions related to the subject; and declaring an effective date, the motion was seconded by Council member Clark and with a unanimous vote, the motion carried.

7.8	Discussion and possible action regarding the first reading of an Ordinance amending Appendix A (Fee Schedule) of the City of Lampasas, Texas Code of Ordinances, Chapter 62, Solid Waste, Article III; Billing Rates and Fees related to the collection of Solid Waste; providing for severability and repealer clauses; and providing an effective date.
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Mayor Pro Tem Monroe moved to approve the first reading of an Ordinance amending Appendix A (Fee Schedule) of the City of Lampasas, Texas Code of Ordinances, Chapter 62, Solid Waste, Article III; Billing Rates and Fees related to the collection of Solid Waste; providing for severability and repealer clauses; and providing an effective date, the motion was seconded by Council member Toups and with unanimous vote, the motion carried.

7.9	Discussion and possible action regarding consent to the assignment of the Investment Advisory Agreement with Patterson and Associates to Meeder Investment Management, Inc.
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Mayor Pro Tem Monroe moved to approve the assignment of the Investment Advisory Agreement with Patterson and Associates to Meeder Investment Management, Inc, the motion was seconded by Council member Kuehne and with a unanimous vote, the motion carried.

7.10	Discussion and possible action regarding the 2021 Consumer Price Index (CPI), adjustment to Municipal Telecommunication Right-of-Way access line rates.
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Council member Toups moved to take no action regarding the 2021 Consumer Price Index (CPI), adjustment to Municipal Telecommunication Right-of-Way access line rates, the motion was seconded by Kuehne and with a unanimous vote, the motion carried.

Adjourn- Mayor Pro Tem Monroe moved to adjourn the meeting at 7:45 p.m., the motion was seconded by Council member Kuehne and with a unanimous vote, the motion carried.

PASSED AND APPROVED this _____ day of _____, 2021.

Misti Talbert, Mayor

ATTEST:

Becky Sims, City Secretary

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City Manager

ITEM NO. 3.1

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

Subject:

Discussion and Possible Action regarding purchases and charges in excess of \$4,000 from March 1, 2021 to March 31, 2021

Requested By: Yvonne Moreno, Finance Director

Submitted By: Yvonne Moreno, Finance Director

Date Submitted: April 8, 2021

For the Agenda of: April 12, 2021

Procurement and Funding Statement:

N/A

Attachments: A/P History Check Report

Summary Statement:

The Check History Report presents the detail of individual charges and amounts for all checks over \$4,000 for the period of March 1, 2021 to March 31, 2021.

Recommendation:

Motion to approve by consent.

VENDOR SET: 99 CITY OF LAMPASAS
 BANK: FSB BANCORPSOUTH
 DATE RANGE: 3/01/2021 THRU 3/31/2021

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
02856	AEP ENERGY PARTNERS, INC.							
I-175 02282021	FEBRUARY AEP BILL	E	3/19/2021	36,123.22		000056		36,123.22
56260	LOWER COLORADO RIVER AUTHORITY							
I-EW16255	FEBRUARY LCRA BILL	E	3/19/2021	470,096.56		000057		470,096.56
27050	IRS-PAYROLL TAXES							
I-T1 202103118116	FEDERAL WITHHOLDING	D	3/12/2021	17,062.17		000095		
I-T3 202103118116	FICA TAX	D	3/12/2021	25,431.40		000095		
I-T4 202103118116	MEDICARE TAX	D	3/12/2021	5,947.60		000095		48,441.17
27050	IRS-PAYROLL TAXES							
I-T1 202103258117	FEDERAL WITHHOLDING	D	3/26/2021	16,690.49		000096		
I-T3 202103258117	FICA TAX	D	3/26/2021	25,237.32		000096		
I-T4 202103258117	MEDICARE TAX	D	3/26/2021	5,902.28		000096		47,830.09
17865	COLONIAL LIFE & ACCIDENT							
I-AC1202102118109	ACCIDENT INSURANCE	R	3/01/2021	186.45		160390		
I-AC2202102258111	ACCIDENT INSURANCE	R	3/01/2021	186.46		160390		
I-AC3202102118109	ACCIDENT INSURANCE	R	3/01/2021	582.66		160390		
I-AC3202102258111	ACCIDENT INSURANCE	R	3/01/2021	582.66		160390		
I-CN1202102118109	CANCER INSURANCE	R	3/01/2021	285.68		160390		
I-CN2202102258111	CANCER INSURANCE	R	3/01/2021	285.69		160390		
I-HO3202102118109	HOSPITAL INCOME - PRETAX	R	3/01/2021	137.70		160390		
I-HO3202102258111	HOSPITAL INCOME - PRETAX	R	3/01/2021	137.70		160390		
I-LF3202102258111	UNIV/COL LIFE AFTER TAX	R	3/01/2021	374.49		160390		
I-LF7202102118109	NON-PRETAX LIFE INSURANCE	R	3/01/2021	374.44		160390		
I-LF8202102118109	AFTER TAX COLONIAL PRODUCTS	R	3/01/2021	923.79		160390		
I-LF8202102258111	AFTER TAX COLONIAL PRODUCTS	R	3/01/2021	923.79		160390		4,981.51
02860	FUELMAN							
I-202102228110	CITY FUEL	R	3/01/2021	8,025.52		160402		8,025.52
01488	LAW OFFICES OF JO-CHRISTY BROW							
I-29848	PROFESSIONAL LEGAL SRCVS	R	3/01/2021	5,022.50		160407		5,022.50
03376	PRINCIPAL LIFE INSURANCE COMPA							
I-202102268113	PRINCIPAL LIFE INSURANCE COMPA	R	3/01/2021	193.12		160411		
I-DN1202102118109	EMPLOYEE SHARE HEALTH INSUR	R	3/01/2021	558.75		160411		
I-DN2202102258111	EMPLOYEE SHARE HEALTH INSUR	R	3/01/2021	577.75		160411		
I-GDC202102258111	DENTAL INSURANCE PREMIUM	R	3/01/2021	752.64		160411		
I-GDE202102258111	DENTAL INSURANCE PREMIUM	R	3/01/2021	928.80		160411		
I-GDF202102258111	DENTAL INSURANCE PREMIUM	R	3/01/2021	1,015.14		160411		
I-GDS202102258111	DENTAL INSURANCE PREMIUM	R	3/01/2021	585.80		160411		
I-GVC202102258111	VISION INSURANCE PREMIUM	R	3/01/2021	150.92		160411		
I-GVE202102258111	VISION INSURANCE PREMIUM	R	3/01/2021	252.00		160411		
I-GVF202102258111	VISION INSURANCE PREMIUM	R	3/01/2021	168.84		160411		
I-GVS202102258111	VISION INSURANCE PREMIUM	R	3/01/2021	135.40		160411		

4/01/2021 12:07 PM
 VENDOR SET: 99 CITY OF LAMPASAS
 BANK: FSB BANCORPSOUTH
 DATE RANGE: 3/01/2021 THRU 3/31/2021

A/P HISTORY CHECK REPORT

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
I-VS1202102118109	EMPLOYEE SHARE HEALTH PLAN	R	3/01/2021	73.28		160411		
I-VS2202102258111	EMPLOYEE SHARE HEALTH INSUR	R	3/01/2021	75.88		160411		5,468.32
74775	SCOTT & WHITE HEALTH PLAN							
I-202102268112	SCOTT & WHITE HEALTH PLAN	R	3/01/2021	5,081.16		160427		
I-CCC202102258111	HEALTH INSURANCE PREMIUM	R	3/01/2021	5,684.64		160427		
I-CCE202102258111	HEALTH INSURANCE PREMIUM	R	3/01/2021	10,843.87		160427		
I-CCF202102258111	HEALTH INSURANCE PREMIUMS	R	3/01/2021	6,212.71		160427		
I-CCS202102258111	HEALTH INSURANCE PREMIUM	R	3/01/2021	6,346.64		160427		
I-HE1202102258111	HEALTH INSURANCE PREMIUM	R	3/01/2021	9,429.20		160427		
I-HEA202102118109	EMPLOYEE SHARE HEALTH INSURANC	R	3/01/2021	10,156.05		160427		
I-HEC202102258111	EMPLOYEE SHARE HEALTH INSURANC	R	3/01/2021	10,156.05		160427		
I-HI1202102258111	CITY HEALTH INSURANCE	R	3/01/2021	14,208.26		160427		
I-HID202102258111	CITY HEALTH INSURANCE	R	3/01/2021	9,583.56		160427		
I-HIE202102258111	EMPLOYEE CITY HEALTH CONTRIB	R	3/01/2021	19,642.50		160427		107,344.64
02501	SHI GOVERNMENT SOLUTIONS							
I-GB00398871	REPLACEMENT PCS	R	3/01/2021	5,225.00		160428		
I-GB00402068	WG FIREWALL RENEWAL	R	3/01/2021	2,142.00		160428		7,367.00
84250	TEXAS MUNICIPAL RETIREMENT SYS							
I-TMR202102018106	RETIREMENT CONTRIBUTIONS	R	3/01/2021	695.17		160430		
I-TMR202102118109	RETIREMENT CONTRIBUTIONS	R	3/01/2021	49,415.00		160430		
I-TMR202102258111	RETIREMENT CONTRIBUTIONS	R	3/01/2021	52,736.94		160430		102,847.11
23532	TYMCO INC							
I-254029	TYMCO MODEL 600 SWEEPER	R	3/01/2021	267,196.50		160431		267,196.50
90400	UNITED STATES POST OFFICE							
I-02252021	POSTAGE PERMIT 81	R	3/01/2021	5,000.00		160432		5,000.00
00173	ALL SEASONS SERVICE INC							
I-24973	NEW HVAC UNIT	R	3/08/2021	4,468.00		160440		4,468.00
01344	CORE & MAIN LP							
I-N662532	18" HYMAX COUPLINGS	R	3/08/2021	3,350.20		160455		
I-N694105	2" PVC PIPE	R	3/08/2021	330.00		160455		
I-N766715	REPAIR CLAMPS	R	3/08/2021	933.81		160455		4,614.01
49400	LAMPASAS CENTRAL APPR DIST							
I-03062021	2ND QUARTER PAYMENT LCAD	R	3/08/2021	8,665.52		160489		8,665.52
52200	LAMPASAS PUBLIC UTILITIES							
I-02262021	FEBRUARY 2021	R	3/08/2021	36,390.71		160491		36,390.71

VENDOR SET: 99 CITY OF LAMPASAS
 BANK: FSB BANCORPSOUTH
 DATE RANGE: 3/01/2021 THRU 3/31/2021

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01401	TSM CONSULTING SERVICES INC							
I-1525028	NETWORK SUPPORT	R	3/08/2021	900.00		160523		
I-1525036	TSM CONSULTING SERVICES INC	R	3/08/2021	8,175.00		160523		9,075.00
02976	WASTE CONNECTIONS							
I-1711262	EMPTY RECYCLE BIN	R	3/08/2021	356.00		160529		
I-1719987	COMMERCIAL SOLID WASTE	R	3/08/2021	50,673.67		160529		
I-1719988	RESIDENTIAL SOLID WASTE	R	3/08/2021	44,603.67		160529		95,633.34
02101	WATCHGUARD VIDEO							
I-ACCINV0027665	BRACKET 4DR UNIT 9	R	3/08/2021	100.00		160530		
I-CMINV0000785	QUARTERLY USAGE EVIDENCE	R	3/08/2021	668.19		160530		
I-CMINV0001121	QUARTERLY USAGE	R	3/08/2021	695.04		160530		
I-WARINV004844	WARRANTY 4RE IN CAR 5YEAR	R	3/08/2021	6,125.00		160530		7,588.23
02692	APSCO INC./BROWNWOOD PLUMBING							
I-S1252294001	5' FIRE HYDRANTS	R	3/17/2021	4,500.90		160564		4,500.90
03412	BGIS GLOBAL INTEGRATED SOLUTIO							
I-58575	INSTALL NEW CARD READER	R	3/17/2021	3,950.00		160576		
I-58576	REPLACE HANDLE SWITCH	R	3/17/2021	1,575.00		160576		5,525.00
16468	CATERPILLAR FIN SER CORP							
I-30731590	MARCH RENTAL DOZER	R	3/17/2021	1,660.70		160581		
I-30746730	APRIL RENTAL	R	3/17/2021	2,463.86		160581		4,124.56
01029	LANGFORD COMMUNITY MANAGEMENT							
I-4230	2020 GRANT ADMIN	R	3/17/2021	7,500.00		160610		7,500.00
01050	MCCOY TREE SURGERY COMPANY							
I-9544	2020 ANNUAL TREE TRIM	R	3/17/2021	2,343.20		160615		
I-9545	2020 ANNUAL TREE TRIM	R	3/17/2021	4,956.40		160615		
I-9546	2020 ANNUAL TREE TRIM	R	3/17/2021	3,656.40		160615		
I-9547	2020 ANNUAL TREE TRIM	R	3/17/2021	1,171.60		160615		
I-9548	2020 ANNUAL TREE TRIM	R	3/17/2021	4,956.40		160615		17,084.00
03351	QA CONSTRUCTION SERVICES							
I-NO 5 02102021	REPLACEMENT P.O.	R	3/17/2021	34,627.71		160628		
I-NO 5 02102021*	CHANGER ORDER 2 W. AVE. E	R	3/17/2021	3,053.00		160628		37,680.71
03416	RESPONDER GEAR SUPPLY							
I-1018	BUNKER GEAR	R	3/17/2021	8,815.00		160629		8,815.00

VENDOR SET: 99 CITY OF LAMPASAS
 BANK: FSB BANCORPSOUTH
 DATE RANGE: 3/01/2021 THRU 3/31/2021

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01476 I-157805	VERSALIFT SOUTHWEST LLC REPLACE INNER BOOM HOSES	R	3/17/2021	7,834.22		160643		7,834.22
47585 I-02282021*	KEMPNER WATER SUPPLY CORP MONTHLY LOAN PAYMENT	R	3/19/2021	19,146.97		160668		19,146.97
47585 I-02282021**	KEMPNER WATER SUPPLY CORP WATER PURCHASE FEB 2021	R	3/19/2021	37,282.16		160669		37,282.16
02692 I-S1252294002 I-S1259648001	APSCO INC./BROWNWOOD PLUMBING FIRE H YDRANTS WATER REPAIR PARTS	R R	3/26/2021 3/26/2021	4,413.64 1,408.16		160721 160721		5,821.80
03254 I-142006873 I-262002028	EMERALD TRANSFORMER PPM LLC 100 KVA 277/480V TRANSFOR 100 KVA 277/480V TRANSFOR	R R	3/26/2021 3/26/2021	3,828.00 4,182.00		160738 160738		8,010.00
01050 I-9549	MCCOY TREE SURGERY COMPANY 2020 ANNUAL TREE TRIM	R	3/26/2021	4,956.40		160753		4,956.40
00933 I-PSI384501 I-PSI386862	MOMAR INC GRAPE DEGREASER VARIOUS ITEMS	R R	3/26/2021 3/26/2021	3,000.00 2,290.22		160756 160756		5,290.22
03408 I-3295664M	STRYKER SALES LLC TWO LIFE PACKS	R	3/26/2021	61,122.84		160772		61,122.84
82300 I-126897600 I-126897602	TECHLINE, INC 25 KVA PAD TRANSFORMER 25 KVA PAD TRANSFORMER	R R	3/26/2021 3/26/2021	6,940.00 1,465.00		160773 160773		8,405.00
26599 I-1106741 I-1107024 I-1108291	FERGUSON ENTERPRISES INC 3' FIRE HYDRANT .5 HYDRANT EXTENSION 18" SDR18 C900 PIPE	R R R	3/31/2021 3/31/2021 3/31/2021	1,925.00 448.75 2,515.35		160804 160804 160804		4,889.10
02860 I-202103298118	FUELMAN CITY FUEL	R	3/31/2021	12,130.42		160805		12,130.42
02209 I-14441	JONES-HEROY & ASSOCIATES INC WEST THIRD STREET CULVERT	R	3/31/2021	6,947.50		160812		6,947.50
02250 I-41297106	MOTOROLA SOLUTIONS, INC. APX6500 ENHANCED VHF	R	3/31/2021	333,880.69		160815		333,880.69

VENDOR SET: 99 CITY OF LAMPASAS
 BANK: FSB BANCORPSOUTH
 DATE RANGE: 3/01/2021 THRU 3/31/2021

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
82300	TECHLINE, INC							
I-127689800	WIRE URD PRIMARY 1/0	R	3/31/2021	5,134.96		160822		
I-127689900	WIRE URD PRIMARY 1/0	R	3/31/2021	9,980.00		160822		
I-172713900	WIRE URD PRIMARY 1/0	R	3/31/2021	6,987.00		160822		22,101.96

* * T O T A L S * *

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	37	1,302,737.36	0.00	1,302,737.36
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	2	96,271.26	0.00	96,271.26
EFT:	2	506,219.78	0.00	506,219.78
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0	VOID DEBITS 0.00		
		VOID CREDITS 0.00	0.00	0.00

TOTAL ERRORS: 0

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
VENDOR SET: 99 BANK: FSB TOTALS:	41	1,905,228.40	0.00	1,905,228.40
BANK: FSB TOTALS:	41	1,905,228.40	0.00	1,905,228.40
REPORT TOTALS:	41	1,905,228.40	0.00	1,905,228.40


City ManagerITEM NO. 3.2

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

Subject: Discussion and Possible Action on the Receipt of the Monthly Investment Report for February 2021.

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

Date Submitted: April 8, 2021 For the Agenda of: April 12, 2021

Procurement and Funding Statement: N/A

Attachments: Investment Report prepared by Patterson & Associates

Summary Statement:

The weighted average maturity of City investments is 1 days.

The City's yield to maturity is 0.181

<u>Place of Investment</u>	<u>Investment Amount</u>	<u>% of Portfolio</u>
TexPool / TexPool Prime	\$2,356,214.97	13.30%
TexStar	\$1,627,967.94	9.19%
Bancorp South	\$9,836,251.50	55.54%
Money Market	\$3,882,110.26	21.92%
Frost Bank	\$ 8,141.61	0.05%

commendation: Motion to approve by consent.



**Monthly Investment Report
February 28, 2021**



Taxiing for Take-off ??

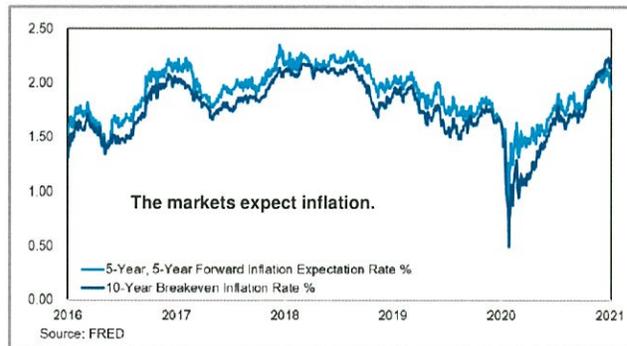
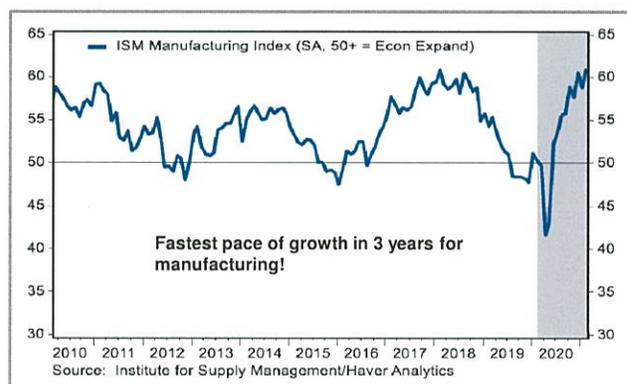
While everyone agrees further support is needed in particular areas of the economy, many are beginning to question the need for an additional near \$2 trillion in aid particularly with a rising savings rate (which won't be spent), billions in stimulus yet to be utilized from the December 2020 package, and a growing improvement in the economic data, not to mention the inclusion of many non-COVID related items. The stimulus package appears to have passed, but without the \$15 an hour minimum wage.

The bond market is strongly indicating the coming of inflation. It's not totally from the promise of growth as it is the mounting consequences of massive government spending. We are seeing massive monetary *and* fiscal support pumping funds into a slowly growing economy. The Fed sees inflation only as a long term concern. The market definitely disagrees. The Fed could once again be slow on policy adjustments. This is the import of the FAIT (flexible avg. inflation target) that the Fed can let inflation rise well above 2%.

Who is right – the *bond vigilantes* or the Fed?

Not that it will stop the spending but the US debt is now 100.1% of GDP – the highest level since WWII.

Temporary volatility aside, inflation is likely to remain modest aside from debt pressure. With the vaccine now available consumers have been more willing to spend. Consumer spending rose as did personal income (10%) in January. Durable goods (major purchases) are also up with a healthy gain, the best in six months. GDP itself is up to 4.1% and jobless claims are down. The claims numbers must however be considered in light of the fact that many people – especially women – are no longer seeking a job.



Still a Question of When

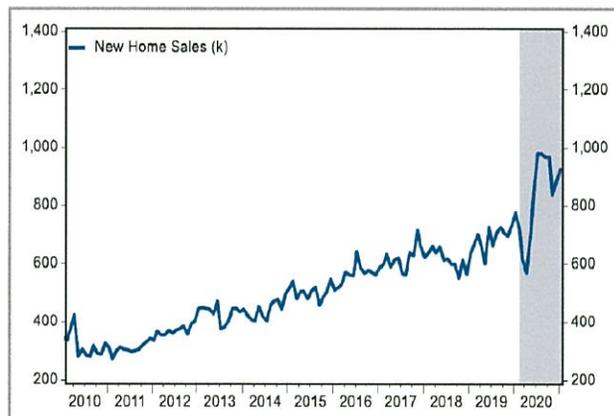
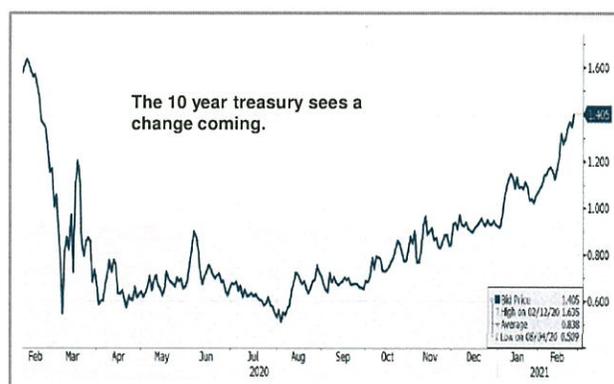
Fed Chairman Powell attributes the rise in yields as “a statement of confidence” in the economy which seems to have calmed the stock markets, which continue to gobble up risk assets.

He will undoubtedly be echoed by a prior Fed Chair Janet Yellen (2014-2018) who became Treasury Secretary (not Treasurer). In confirmation hearing she called for “big” stimulus action. She is expected to also somewhat surprisingly call for a stronger dollar. Surprisingly because a stronger dollar makes our products more expensive to a world also just recovering from Covid and its aftermath. Yellen is not a supporter of relaxing financial firms regulations and has called for a “new Dodd-Frank.” That’s quite scary!

Banks are in a precarious position now. With all the stimulus money the banking system is awash with liquidity. Although that sounds favorable, it is a problem because they are limited in efforts to loan it out. In addition, banks need a steeper curve to borrow low (on deposits) and sell high (on loans).

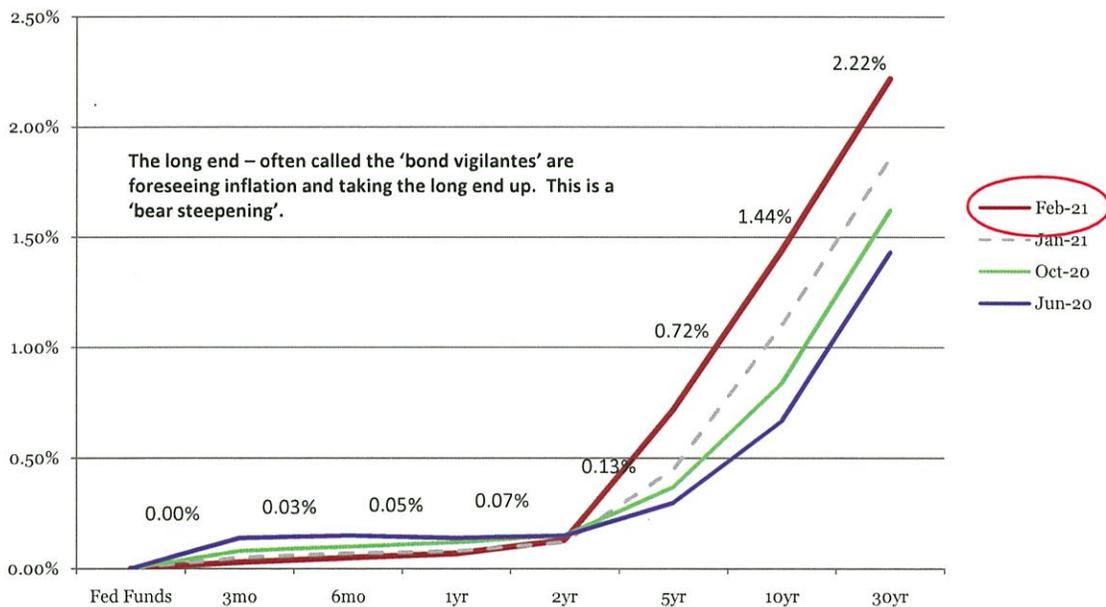
There is good news to be found indicating a building on the strong elements of the economy. Even Boeing is selling planes again as airlines look forward to an increase in air travel.

One key area that continues to boom is housing and it has a tremendous ripple affect through building supply commodities. There is already a major increase in lumber prices. The FHFA house price index is in a three month run and the 20 city home price index jumped 10.1% over last year. New and existing homes rarely stay on the market long as people grab the low interest rates and as others move out of city centers.



A Different Look

- The curve continues to fight the virus.
- The bond market is foreseeing inflation especially with a new stimulus payment passed and talk of an infrastructure stimulus package.
- The market will fight the Fed and their asset purchases on the long end. Usually the market wins.
- The various Covid vaccines have been a major boost to confidence. A more robust economic recovery may require several more months.
- The Fed has stated its intention to stay at 0.0% Fed Funds rate through 2023. Looks like the curve will do its job for it.

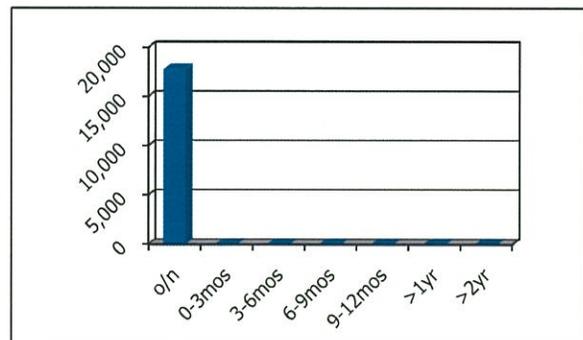
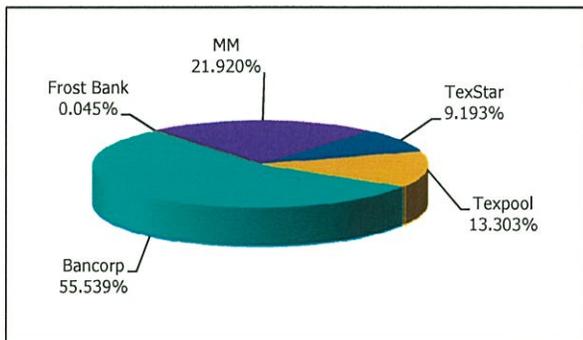


End of Month Rates - Full Yield Curve – Fed Funds to 30yr

Your Portfolio

As of February 28, 2021

- P&A constantly reviews your portfolio for optimal asset allocation and a controlled average maturity because a diversified portfolio can better adjust to volatile market conditions. These are unusual times and where extensions can be made it is important to make them to find any available safe value in the markets.
- The graphs below show asset allocations by market sector and by maturity in your portfolio. Liquidity still yields little or no value but with a flat short curve it may be the only sector available out to six months without the use of CP. Our expectation is of continuing dismally low rates but we look for value in your authorized sectors to capture the yield available as markets change.
- Fed actions will continue and additional stimulus will boost some risk-on confidence providing opportunities in the markets.





**City of Lampasas, Texas
Portfolio Management
Portfolio Summary
February 28, 2021**

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

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM 365 Equiv.
Bancorp South	9,836,251.50	9,836,251.50	9,836,251.50	55.54	1	1	0.250
Texpool/Texpool Prime	2,356,214.97	2,356,214.97	2,356,214.97	13.30	1	1	0.056
TexStar	1,627,967.94	1,627,967.94	1,627,967.94	9.19	1	1	0.033
Frost Bank	8,141.61	8,141.61	8,141.61	0.05	1	1	0.000
Money Market	3,882,110.26	3,882,110.26	3,882,110.26	21.92	1	1	0.144
Investments	17,710,686.28	17,710,686.28	17,710,686.28	100.00%	1	1	0.181

Total Earnings	February 28 Month Ending	Fiscal Year To Date
Current Year	2,469.80	13,502.89

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 02/01/2021-02/28/2021
Data Updated: SET_LAMP: 03/22/2021 13:58
Run Date: 03/22/2021 - 13:59

Portfolio LAMP
AP
PM (PRF_PM1) 7.3.0
Report Ver. 7.3.6.1



**City of Lampasas, Texas
Summary by Type
February 28, 2021
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	8,811,271.40	8,811,271.40	49.75	0.250	1
Money Market	5	3,882,110.26	3,882,110.26	21.92	0.144	1
Texpool/Texpool Prime	1	1,778,778.25	1,778,778.25	10.04	0.043	1
Subtotal	9	14,472,159.91	14,472,159.91	81.71	0.196	1
Fund: Cert. of Obligation 2016						
Texpool/Texpool Prime	1	577,436.72	577,436.72	3.26	0.097	1
Subtotal	1	577,436.72	577,436.72	3.26	0.097	1
Fund: Electric						
Bancorp South	1	362,804.13	362,804.13	2.05	0.250	1
Frost Bank	1	8,141.61	8,141.61	0.05	0.000	1
TexStar	1	1,627,967.94	1,627,967.94	9.19	0.033	1
Subtotal	3	1,998,913.68	1,998,913.68	11.29	0.073	1
Fund: LEDC						
Bancorp South	2	392,741.04	392,741.04	2.22	0.250	1
Subtotal	2	392,741.04	392,741.04	2.22	0.250	1
Fund: Seizures						
Bancorp South	2	10,445.01	10,445.01	0.06	0.249	1
Subtotal	2	10,445.01	10,445.01	0.06	0.249	1
Fund: Trust						
Bancorp South	2	72,751.38	72,751.38	0.41	0.250	1
Subtotal	2	72,751.38	72,751.38	0.41	0.250	1
Fund: Water						
Bancorp South	1	186,238.54	186,238.54	1.05	0.250	1
Subtotal	1	186,238.54	186,238.54	1.05	0.250	1
Total and Average	20	17,710,686.28	17,710,686.28	100.00	0.181	1

Run Date: 03/22/2021 - 14:04

Portfolio LAMP
AP
ST (PRF_ST) 7.2.0
Report Ver. 7.3.6.1



City of Lampasas, Texas
 Fund CASH - Cash
 Investments by Fund
 February 28, 2021

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
Bancorp South										
0474	10004	Bancorp South	09/01/2014	8,781,630.29	8,781,630.29	8,781,630.29	0.250	0.246	0.250	1
3213	10006	Bancorp South	09/01/2014	458.80	458.80	458.80	0.250	0.246	0.250	1
4187	10007	Bancorp South	09/01/2014	29,182.31	29,182.31	29,182.31	0.250	0.246	0.250	1
Subtotal and Average				8,811,271.40	8,811,271.40	8,811,271.40	0.247	0.250		1
Texpool/Texpool Prime										
14103	10000	Texpool	09/01/2014	1,778,778.25	1,778,778.25	1,778,778.25	0.043	0.042	0.043	1
Subtotal and Average				1,778,778.25	1,778,778.25	1,778,778.25	0.043	0.043		1
Money Market										
5001632	10023	Austin Capital Bank MM	01/29/2015	248,358.43	248,358.43	248,358.43	0.050	0.049	0.050	1
XXXX579	10026	Business Bank of TX ICS	04/02/2015	3,147,253.43	3,147,253.43	3,147,253.43	0.150	0.147	0.150	1
XXXX561	10029	Business Bank of TX ICS	06/01/2015	486,496.40	486,496.40	486,496.40	0.150	0.147	0.150	1
4001579	10027	Business Bk Ultimate Bus M/M	05/01/2015	1.00	1.00	1.00				1
4001561	10030	Business Bk Ultimate Bus M/M	06/30/2015	1.00	1.00	1.00				1
Subtotal and Average				3,882,110.26	3,882,110.26	3,882,110.26	0.142	0.144		1
Total Investments and Average				14,472,159.91	14,472,159.91	14,472,159.91	0.193	0.198		1

Fund CERTS16 - Cert. of Obligation 2016
Investments by Fund
February 28, 2021

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	577,436.72	577,436.72	577,436.72	0.097	0.095	0.097	1
Subtotal and Average				577,436.72	577,436.72	577,436.72	0.096	0.097		1
Total Investments and Average				577,436.72	577,436.72	577,436.72	0.096	0.097		1

**Fund ELEC - Electric
Investments by Fund
February 28, 2021**

Page 3

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	362,804.13	362,804.13	362,804.13	0.250	0.246	0.250	1
Subtotal and Average				362,804.13	362,804.13	362,804.13		0.247	0.250	1
TexStar										
17390	10001	TexStar	09/01/2014	1,627,967.94	1,627,967.94	1,627,967.94	0.033	0.032	0.033	1
Subtotal and Average				1,627,967.94	1,627,967.94	1,627,967.94		0.033	0.033	1
Frost Bank										
1732110	10022	Frost Bank Public Checking	01/20/2015	8,141.61	8,141.61	8,141.61				1
Subtotal and Average				8,141.61	8,141.61	8,141.61		0.000	0.000	1
Total Investments and Average				1,998,913.68	1,998,913.68	1,998,913.68		0.072	0.073	1

Run Date: 03/22/2021 - 13:29

Portfolio LAMP
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FI (PRF_FI) 7.1.1
Report Ver. 7.3.6.1

Fund LEDC - LEDC
Investments by Fund
February 28, 2021

Page 4

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	390,147.34	390,147.34	390,147.34	0.250	0.246	0.250	1
2363	10003	Bancorp South	09/01/2014	2,593.70	2,593.70	2,593.70	0.250	0.246	0.250	1
Subtotal and Average				392,741.04	392,741.04	392,741.04	0.247	0.250		1
Total Investments and Average				392,741.04	392,741.04	392,741.04	0.247	0.250		1

**Fund SEIZ - Seizures
Investments by Fund
February 28, 2021**

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
Bancorp South										
0763	10008	Bancorp South	09/01/2014	10,408.95	10,408.95	10,408.95	0.250	0.246	0.250	1
1999	10009	Bancorp South	09/01/2014	36.06	36.06	36.06	0.050	0.049	0.050	1
Subtotal and Average				10,445.01	10,445.01	10,445.01	0.248	0.249		1
Total Investments and Average				10,445.01	10,445.01	10,445.01	0.248	0.249		1

Fund TRUST - Trust
Investments by Fund
February 28, 2021

Page 6

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	43,113.72	43,113.72	43,113.72	0.250	0.246	0.250	1
634B	10011	Bancorp South	09/01/2014	29,637.66	29,637.66	29,637.66	0.250	0.246	0.250	1
Subtotal and Average				72,751.38	72,751.38	72,751.38	0.247	0.250		1
Total Investments and Average				72,751.38	72,751.38	72,751.38	0.247	0.250		1

Run Date: 03/22/2021 - 13:29

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Report Ver. 7.3.6.1

**Fund WATER - Water
Investments by Fund
February 28, 2021**

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	186,238.54	186,238.54	186,238.54	0.250	0.246	0.250	1
Subtotal and Average				186,238.54	186,238.54	186,238.54	0.247	0.250		1
Total Investments and Average				186,238.54	186,238.54	186,238.54	0.247	0.250		1



**City of Lampasas, Texas
Interest Earnings
Sorted by Fund - Fund
February 1, 2021 - February 28, 2021
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													
14103	10000	CASH	RR2	1,778,778.25	1,778,719.49	1,778,725.79		0.043	0.043	58.76	0.00	58.76	
5001632	10023	CASH	RR5	248,358.43	248,348.90	248,349.92		0.050	0.050	9.53	0.00	9.53	
XXXX579	10026	CASH	RR5	3,147,253.43	3,146,891.41	3,146,930.20		0.150	0.150	362.02	0.00	362.02	
XXXX561	10029	CASH	RR5	486,496.40	486,440.44	486,446.44		0.150	0.150	55.96	0.00	55.96	
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	8,781,630.29	8,622,761.07	8,639,782.77		0.250	0.256	1,694.35	0.00	1,694.35	
3213	10006	CASH	RRP	458.80	458.71	458.72		0.250	0.256	0.09	0.00	0.09	
4187	10007	CASH	RRP	29,182.31	28,743.10	29,512.06		0.250	0.250	5.66	0.00	5.66	
			Subtotal	14,472,159.91	14,312,365.12	14,330,207.90				0.199	2,186.37	0.00	2,186.37
Fund: Cert. of Obligation 2016													
14103A	10041	CERTS16	RR2	577,436.72	577,393.64	577,398.26		0.097	0.097	43.08	0.00	43.08	
			Subtotal	577,436.72	577,393.64	577,398.26				0.097	43.08	0.00	43.08
Fund: Electric													
17390	10001	ELEC	RR3	1,627,967.94	1,627,926.19	1,627,930.66		0.033	0.033	41.75	0.00	41.75	
1732110	10022	ELEC	RR4	8,141.61	8,145.65	8,144.06				0.00	0.00	0.00	
0672	10005	ELEC	RRP	362,804.13	374,039.77	372,088.77		0.250	0.250	71.36	0.00	71.36	
			Subtotal	1,998,913.68	2,010,111.61	2,008,163.50				0.073	113.11	0.00	113.11
Fund: LEDC													
2363	10003	LEDC	RRP	2,593.70	2,593.20	2,593.25		0.250	0.251	0.50	0.00	0.50	
1092	10002	LEDC	RRP	390,147.34	390,007.32	389,973.29		0.250	0.250	74.79	0.00	74.79	
			Subtotal	392,741.04	392,600.52	392,566.54				0.250	75.29	0.00	75.29
Fund: Seizures													
1999	10009	SEIZ	RRP	36.06	3,274.06	2,927.13		0.050	0.098	0.22	0.00	0.22	
0763	10008	SEIZ	RRP	10,408.95	14,094.44	11,116.80		0.250	0.250	2.13	0.00	2.13	
			Subtotal	10,445.01	17,368.50	14,043.93				0.218	2.35	0.00	2.35

City of Lampasas, Texas
Interest Earnings
February 1, 2021 - February 28, 2021

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: Trust												
6348	10011	TRUST	RRP	29,637.66	29,631.98	29,632.59		0.250	0.250	5.68	0.00	5.68
6349	10010	TRUST	RRP	43,113.72	43,105.45	43,105.75		0.250	0.250	8.27	0.00	8.27
			Subtotal	72,751.38	72,737.43	72,738.33			0.250	13.95	0.00	13.95
Fund: Water												
1639	10012	WATER	RRP	186,238.54	185,602.89	185,882.60		0.250	0.250	35.65	0.00	35.65
			Subtotal	186,238.54	185,602.89	185,882.60			0.250	35.65	0.00	35.65
			Total	17,710,888.28	17,588,179.71	17,581,001.08			0.183	2,489.80	0.00	2,489.80

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City ManagerITEM NO. 3.3

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

Subject:

Discussion and Possible Action regarding the second reading to adopt an ordinance amending Appendix A of the City of Lampasas, Texas Code of Ordinances, Chapter 62, Solid Waste, Article III; Billing Rates and Fees related to the collection of Solid Waste; providing for severability and repealer clauses; and providing an effective date.

Requested By: Yvonne Moreno, Finance Director

Submitted By: Yvonne Moreno, Finance Director

Date Submitted: April 8, 2021

For the Agenda of: April 12, 2021

Procurement and Funding Statement:

N/A

Attachments: Ordinance

Summary Statement:

The City renewed the contract with Waste Connections on May 1, 2020. According to the contract, Waste Connections may request an annual increase that follows the CPI index. Please find attached Waste Connection's letter requesting an increase in rates and a copy of the current and proposed rates.

Recommendation:

Motion to adopt the Ordinance to implement new rates s set by contract with Waste Connections.

ORDINANCE NO. _____

AN ORDINANCE AMENDING APPENDIX A OF THE CITY OF LAMPASAS CODE OF ORDINANCES, CHAPTER 62, SOLID WASTE, ARTICLE III – BILLING, RATES AND FEES RELATED TO THE COLLECTION OF SOLID WASTE; PROVIDING SEVERABILITY AND REPEALER CLAUSES; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Lampasas, as a home-rule municipal corporation legally authorized by the State of Texas to regulate the solid waste collection rates for services provided to the various classes of customers in its municipal waste collection system; and

WHEREAS, the City Council, the City Manager and the City Staff have utilized a competitive purchasing process to obtain, by contract, the most advantageous rates for solid waste collection for its residents and businesses located within the corporate limits of the City of Lampasas; and

WHEREAS, as a result of this effort by the City Council, its City Manager and its Staff, the contract price paid by the City of Lampasas for solid waste collection services will increase May 2021, and accordingly the rates for service for the residents and businesses will also increase as of May 2021, as noted herein.

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

SECTION I. That all matters and facts recited in the preamble of this Ordinance are hereby found and determined to be true and correct.

SECTION II. That Appendix A of the Code of Ordinances, Chapter 62, City of Lampasas, Texas is hereby amended to read as follows:

Appendix A – Fee Schedule

Chapter 62. Solid Waste

Article III. Billing; Rates and Fees

(a) Collection service fees (minimum monthly)

(1) Industrial and commercial units:

Effective for the City's Billing Cycles, beginning on or after the final approval of this Ordinance and fulfillment of applicable publication requirements.		NUMBER OF PICKUPS PER WEEK						Each Extra Pick Up
		ONE (1)	TWO (2)	THREE (3)	FOUR (4)	FIVE (5)		
SIZE OF DUMPSTER	QUANTITY							
(a) THREE CUBIC YDS	1	67.47	155.12	232.66	310.26	387.81	34.05	
(b) SIX CUBIC YDS	1	155.12	310.26	465.37	620.49	775.63	68.66	
(c) EIGHT CUBIC YDS	1	206.85	412.57	620.49	827.31	1034.17	85.14	

(Description)	(Amount)
(1a) Commercial Hand Pick Up	\$16.77
(2) <i>(No Change in this item.)</i>	
(3) Residential units (monthly collection fees) "At Your Door"	\$18.52
(4) <i>(No change in this item.)</i>	

SECTION III. PROVIDING FOR SEVERABILITY. If any section or part of a section of this Ordinance is held to be invalid or unconstitutional by a court of competent jurisdiction, that holding shall not invalidate or impair the validity, force or effect of any other section or part of a section of this Ordinance.

SECTION IV. CONFLICTING ORDINANCES. This Ordinance supersedes and repeals all ordinances or parts of ordinances, if any, in conflict herewith; however, such currently existing ordinances shall remain in full force and effect until the effective date of this Ordinance.

SECTION V. EFFECTIVE DATE. This Ordinance shall be effective upon the 1st of the month following the final passage and publication as provided in Section 2:12 of the City Charter of the City of Lampasas, Texas.

READ and APPROVED on First Reading on the _____ day of March 2021.

READ and ADOPTED on Second Reading on the _____ day of April 2021.

Misti Talbert, Mayor

ATTEST:

Becky Sims, City Secretary

APPROVED AS TO FORM:

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

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City Manager

ITEM NO. 3.4

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

Subject:

Discussion and possible action regarding the second reading of an Ordinance adopting the Comprehensive Plan for the City of Lampasas.

Requested By: Finley deGraffenried, City Manager

Submitted By: Finley deGraffenried, City Manager

Date Submitted: March 18, 2021

For the Agenda of: April 12, 2021

Procurement and Funding Statement:

This project was funded in the FY 2019 Budget

Attachments: Ordinance

Summary Statement:

This is the second reading of an Ordinance

Recommendation:

To consider a motion to approve the second reading of an Ordinance adopting the City of Lampasas Comprehensive Plan, Lampasas County, Texas including Staff, Planning Commission and Council provided edits, if any and accompanying maps, providing for severability; repealer, effective date and proper notice and meeting.

ORDINANCE NO.

AN ORDINANCE ADOPTING THE COMPREHENSIVE PLAN FOR THE CITY OF LAMPASAS, LAMPASAS COUNTY, TEXAS, AND ACCOMPANYING MAPS; PROVIDING FOR SEVERABILITY; REPEALER; EFFECTIVE DATE; AND PROPER NOTICE AND MEETING.

WHEREAS the City of Lampasas is legally empowered to regulate development in the community through the legitimate use of police powers; AND,

WHEREAS, the City Council seeks to promote responsible and sustainable growth consistent with the City of Lampasas Comprehensive Plan ("Plan"); AND,

WHEREAS, Chapter 213 of the Texas Local Government Code authorizes cities to adopt a comprehensive plan for the long-range development of the municipality; AND,

WHEREAS, further state law allows a city to define the content and design of a comprehensive plan, and such plan may include provisions on land use, transportation, and public facilities, and may include land use assumptions adopted in a manner that complies with Subchapter C, Chapter 395 of the Texas Local Government Code; AND,

WHEREAS, in order to receive as much public input as possible, the City Council formed a Comprehensive Plan Advisory Committee to meet and seek comment from the citizens of Lampasas; and the Committee held numerous public meetings and gave the public the opportunity to present oral and written testimony on the proposed revisions to the Plan; AND,

WHEREAS, the Planning & Zoning Commission held a public hearing and allowed comment and testimony from the public; and recommends to the City Council approval of the revisions to the City's Comprehensive Plan and adoption of a new Plan as enumerated herein; AND,

WHEREAS, the City Council of the City of Lampasas, Texas, has considered the matter at a public hearing and has invited public input and participation; recommends approval of the adoption of the Comprehensive Plan as enumerated herein, and finds that the adoption of the Plan will be in the best interest of the City and will promote the public health, safety and welfare of the community.

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

SECTION I. PREAMBLE. All of the above premises are hereby found to be true and correct legislative and factual findings of the City of Lampasas and are hereby approved and incorporated into the body of this ordinance as if copied in their entirety.

SECTION II. ADOPTION. That the document labeled Exhibit "A", attached and incorporated by reference for all purposes, including all maps and appendices, shall be the official

SECTION III. PROVIDING FOR SEVERABILITY. If any provision, section, sentence, clause or phrase of this ordinance or application of the same to any person or set of circumstances is for reason held to be unconstitutional, void, invalid, or unenforceable, the validity of the remaining portions of this ordinance or its application to other persons or sets of circumstances shall not be affected thereby, it being the intent of the City Council of the City of Lampasas in adopting, and the Mayor in approving this Ordinance, that no portion thereof or provision or regulation contained herein shall become inoperative or fail by reason of any unconstitutionality or invalidity of any portion, provision or regulation.

SECTION IV. REPEALER CLAUSE. The provisions of this ordinance shall be cumulative of all other ordinances or parts of ordinances governing or regulating the same subject matter as that covered herein, provided, however, that all prior ordinance or parts of ordinances inconsistent or in conflict with any of the provisions of this ordinance are hereby expressly repealed to the extent that such inconsistency is apparent. This ordinance shall not be construed to require or allow any act which is prohibited by any other ordinance.

SECTION V. PROVIDING FOR A SAVINGS CLAUSE. The repeal of any ordinance or part of ordinances effectuated by the enactment of this ordinance shall not be construed as abandoning any action now pending under or by virtue of such ordinance or as discontinuing, abating, modifying or altering any penalty accruing or to accrue, or as affecting any rights of the City under any section or provisions of any ordinances at the time of passage of this ordinance.

SECTION VI. EFFECTIVE DATE. This ordinance shall take effect immediately from and after its passage and publication as may be required by governing law.

SECTION VII. NOTICE AND MEETING CLAUSE. It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

Planning and Zoning Public Hearing: March 4, 2021

City Council Public Hearing: March 8, 2021

First reading of this Ordinance: March 22, 2021

Second reading and adoption of this ordinance: April 12, 2021

APPROVED:

Misti Talbert, Mayor

ATTEST:

Becky Sims, City Secretary

APPROVED AS TO FORM:

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

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City of Lampasas

M E M O

To: Mayor and Council
From: Finley deGraffenried
Re: Manager's Report
Date: 9 April 2021

- Comp Plan Staff have reviewed final edits, previously provided to Council, with the City's consultants. Edits are related primarily to Chapter 5 – Goals and Objectives, and Chapter 6 – Implementation. Staff did provide some additional, non-substantive edits and corrections for the entire document as well. Staff will review the text one additional time before final bound copies of the Plan are available, likely by May.
- CIP The Capital Improvement Program Committee met on April 1 at the new Water/Wastewater Shop and Lab. The Committee toured the facility and reviewed monitoring and SCADA capabilities of the system. In addition to the obvious focus on the plant and related facilities, the Committee also reviewed Priority Definitions and Funding Statement, as well as, heard a report from the Reliance Architecture tour of the Hostess House and Colored School. The Committee tentatively plans to meet on April 22 at the Colored School and New Hope Baptist Church.
- CTWSC Council should have received notification of the setting of oral arguments in the Central Texas Water Supply Corporation v Kempner Water Supply Corporation and City of Lampasas Court of Appeals case. Arguments are scheduled to be heard, by Zoom, on May 20 at 9:00 a.m. The digital format does provide a unique opportunity for Council, or other interested parties, to observe proceedings on the Court's You Tube channel. Although scheduled to start at 9:00, the Court will likely take up a number of cases that morning, so plan for delays.
- Campbell Park Technicians from Langerman, Foster Consulting Engineers met with City staff last week to confirm locations for investigative bores. At that time, they indicated bores would be scheduled for the week of April 11, with the report to follow. As a reminder, staff did confirm the number and depth of bores related to the facilities and loads.
- Restrooms Chris Eicher reports that all Park restrooms are open for use after repairs have been made due to the winter storm event. Some additional work will be necessary to complete repairs, however; the public will have access. Out of stock parts and back-flow preventers, combined with the high demand for plumbers since the winter storm resulted in delays.

LCRA

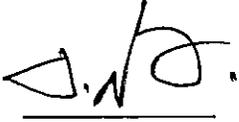
The LCRA Step Forward program was in Lampasas today to mulch playgrounds and lay sod. Improvements and maintenance will be conducted primarily at WM Brook Parks in and around the playground and restrooms. Volunteers from LCRA staff have been assisting member Cities and Co-ops for the past 6 years as a way to improve local facilities and provide public service.

Eclipse

Council may have heard of the upcoming total eclipse of the sun in Lampasas April 8, 2024. Lampasas will be in the Central Line of the Total Eclipse, which is the bull's eye for duration and darkness. Lampasas should expect worldwide visitors, with many rv campgrounds and hotels already booked. Staff understands a local organizing group is being formed to plan programs and events related to the eclipse.

Staff

Staff would like to take the opportunity to recognize employees that began their City of Lampasas careers in the month of April: Kyle Harrison, 2 years; Nick Geagley, 3 years; Dan Waters, 18 years; Steve Sheldon, 18 years; John Grantland, 12 years; Michael White, 12 years; and Renae Gromatzky, 8 years.


City ManagerITEM NO. 7.1

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

Subject:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAMPASAS, TEXAS, AUTHORIZING THE SUBMISSION OF A TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM APPLICATION TO THE TEXAS DEPARTMENT OF AGRICULTURE. OFFICE OF RURAL AFFAIRS FOR THE COMMUNITY DEVELOPMENT FUND; AND AUTHORIZING THE MAYOR AND/OR CITY MANAGER TO ACT AS THE CITY'S EXECUTIVE OFFICER AND AUTHORIZED REPRESENTATIVE IN ALL MATTERS PERTAINING TO THE CITY'S PARTICIPATION IN THE TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM.

Requested By: Finley deGraffenried, City Manager

Submitted By: Finley deGraffenried, City Manager

Date Submitted: April 7, 2021

For the Agenda of: April 12, 2021

Procurement and Funding Statement:

Attachments: Resolution

Summary Statement:

This Resolution authorizes the submission of the TXCDBG program application for infrastructure improvements to be determined in the amount of \$350,000.00 of grant funds with a City of Lampasas commitment of \$52,500.00 as a contribution towards this infrastructure system improvements project.

Recommendation:

To consider a motion to approve the Resolution

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAMPASAS, TEXAS, AUTHORIZING THE SUBMISSION OF A TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM APPLICATION TO THE TEXAS DEPARTMENT OF AGRICULTURE. OFFICE OF RURAL AFFAIRS FOR THE COMMUNITY DEVELOPMENT FUND; AND AUTHORIZING THE MAYOR AND/OR CITY MANAGER TO ACT AS THE CITY'S EXECUTIVE OFFICER AND AUTHORIZED REPRESENTATIVE IN ALL MATTERS PERTAINING TO THE CITY'S PARTICIPATION IN THE TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM.

WHEREAS, the City Council of the City of Lampasas desires to develop a viable urban community, including decent housing and a suitable living environment and expanding economic opportunities, principally for persons of low-to-moderate income; and

WHEREAS, certain conditions exist which represent a threat to the public health and safety; and

WHEREAS, it is necessary and in the best interest of the City of Lampasas to apply for funding under the Texas Community Development Block Grant Program;

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

1. That a Texas Community Development Block Grant Program application for the Community Development Fund is hereby authorized to be filed on behalf of the City with the Texas Department of Agriculture.
2. That the City's application be placed in competition for funding under the Community Development Fund.
3. That the application be for \$350,000.00 of grant funds to carry out infrastructure system improvements.
4. That the City Council directs and designates the following to act in all matters in connection with this application and the City's participation in the Texas Community Development Block Grant Program:
 - The Mayor and/or City Manager shall sever as the City's Chief Executive Officer and Authorized Representative to execute this application and any subsequent contractual documents;
 - The Mayor, City Manager, and Mayor Pro-Tem are authorized to execute environmental review documents between the Texas Department of Agriculture and the City; and
 - If this application is funded, the Mayor, City Manager, Mayor Pro-Tem, City Secretary, and City Council Member(s) are authorized to execute the Request for Payment Form documents and/or other forms required for requesting funds to reimburse project costs.
5. That all funds will be used in accordance with all applicable federal, state, local and programmatic requirements including but not limited to procurement, environmental review, labor standards, real property acquisition, and civil rights requirements.
6. That it further be stated that the City of Lampasas is committing \$52,500.00 from its Utility Fund as a cash contribution toward the activities of this infrastructure system improvements project.

Passed and approved this ___th day of April, 2021.

Misti Talbert
Mayor

Becky Sims
City Secretary


City ManagerITEM NO. 7.2

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

Subject:

Discussion and possible action to approve, deny or approve with modifications a request for a Specific Use Permit for property described as 0.160 acres, PT of Frac PT 6, Block 20, Old Town Addition commonly known as 809 East Fourth Street, Lampasas, Texas Lampasas County to allow for a Mini-Warehouse in an area zoned Commercial.

Requested By: Becky Sims, Zoning Administrator

Submitted By: Becky Sims, Zoning Administrator

Date Submitted: April 7, 2021

For the Agenda of: April 12, 2021

Procurement and Funding Statement:

Attachments:

Summary Statement:

The applicant is requesting a Specific Use Permit (SUP) to allow for a Mini-Warehouse in an area zoned Commercial. The property is currently zoned Commercial, the area surrounding the property is zoned Commercial, Light Industrial and Central Business District All notifications and publications, as required by Ordinance and Statute, have been made. Staff mailed twenty (20) notices to property owners within 200 feet of the applicant's property, and to date have received one in protest and none in favor of the request.

This request was heard by the Planning Commission on April 1, 2021 and they recommend approval.

Recommendation:

To consider a motion to approve, deny or approve with modifications the first reading of an Ordinance for a Specific Use Permit for property located at 809 East Fourth Street, Lampasas, Texas Lampasas County to allow for a Mini-Warehouse in an area zoned Commercial.

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City Manager**ITEM NO. 7.3**

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

Subject:

Discussion and possible action regarding the approval, denial, or approval with modifications of the Final Plat of Hillside Acres

Requested By: Becky Sims, City Secretary/Zoning Administrator

Submitted By: Becky Sims, City Secretary/Zoning Administrator

Date Submitted: April 7, 2021

For the Agenda of: April 12, 2021

Procurement and Funding Statement:

N/A

Attachments: Plat

Summary Statement:

The Preliminary Plat of Hillside Acres was initially approved in April 2019. Due to the Preliminary Plat expiration in October 2019 it was brought back before the Planning Commission and City Council in February 2020. Subsequently the Preliminary Plat approval was extended in August 2020 and February 2021. The development agreement process began the Spring of 2019. During June/July 2019 Fire Flow Assessment was completed to validate water pressure and determine the need for 13D Sprinkler Systems. In October 2019 the Development Agreement was discussed with the Developer. In January 2020 a meeting was held with the Engineer, Developer and City Staff. In March 2020 a Site Waiver Agreement and Draft Development Agreement were sent to MD Homes for review. In July 2020 Staff was notified that the TXDOT permits were approved and they would begin entrances to the subdivision. In August 2020 MD Homes provided comments to the March 2020 Draft Development Agreement and the City responded in September 2020. On November 6, 2020 the Site Waiver was executed and the infrastructure and road construction began. In January 2021 City Staff worked with Engineers to inspect and collaborate on the percentage of infrastructure that had been completed to City specifications to determine the amount required for a Performance Bond. City Staff and the Developer have continued to work through the Draft Development Agreement over the past several months. The Final Plat of Hillside Acres was received at City Hall on February 23, 2021. Staff reviewed and provided comments to the Engineer on March 4, 2021 advising that contours needed to be added to the plat as well as a plat note relating to the booster pump requirement if water meters are located above 1200 feet in elevation. The amended Final Plat was resubmitted to the City Secretary/Zoning Administrator

on March 8, 2021. In March the Developer approached the City to consider a Letter of Credit in lieu of a Performance Bond for the remaining infrastructure. Prior to Final Plat Approval the developer shall file with the City Manager a performance bond executed by a corporate surety licensed to do business in the State of Texas, in an amount equal to the cost of the uncompleted and unaccepted improvements. On April 1, 2021 the Planning Commission heard the request to approve the Final Plat with recommendations from Staff to deny the Final Plat at this time due to deficiencies. An alternative method of guarantee must be approved by City Council. The Planning Commission recommended denial based on the deficiencies as identified through Chapter 212 (subdivisions) and Chapter 380 (economic development) in the Local Government Code.

Council will find a request to consider an alternative method of guarantee as a separate agenda item.

Recommendation:

To consider a motion to deny the Final Plat of Hillside Acres at this time due to deficiencies.

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City Manager

ITEM NO. 7.4

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

Subject:

Discuss and consider the selection of winner of website photo contest entry.

Requested By: Monica Wright, Director of Information Systems

Submitted By: Monica Wright, Director of Information Systems

Date Submitted: April 6, 2021

For the Agenda of: April 12, 2021

Procurement and Funding Statement:

N/A

Attachments: March Photo Entries

Summary Statement:

The City of Lampasas has engaged the Community to submit photos taken within the City Limits to be considered as a winner of a unique City of Lampasas gift for more than 15 years. This is an opportunity for citizens to capture various City buildings, beautiful landscaping, community events, or historical places to highlight our small town with lots of charm. The monthly winner is chosen by the City Council of the City of Lampasas each month. We look forward to the entries each month and spotlight their photos on the City website and City Facebook page. For the month of February, we received ten entries.

Photo contest rules can be found on the City's website:

<https://www.lampasas.org/245/Photo-Contest>

Photo contest gallery of photos can be found on the City's website:

<https://www.lampasas.org/gallery.aspx?AID=5>

Recommendation:

To consider a motion to select one of the entries as this month's winner.

Entry 1

Julie Santamaria

[Julie 765509@yahoo.com](mailto:Julie_765509@yahoo.com)

“Spring is Coming” was taken at WM Brook Park in Lampasas, TX.



Entry 2

Jeff Smith

jsmith@cityoflampasas.com

“Tuesday Night Training at Sunset” was taken at the Fire Station in Lampasas, TX.



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City Manager

ITEM NO. 7.5

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

Subject:

Discussion and possible action regarding the appointment to the Capital Improvement Program Committee (CIP) to replace Al Brittain.

Requested By: Finley deGraffenried, City Manager

Submitted By: Finley deGraffenried, City Manager

Date Submitted: April 7, 2021

For the Agenda of: April 12, 2021

Procurement and Funding Statement:

Attachments: Resolution

Summary Statement:

This provides Council the opportunity to appoint a new member to the Capital Improvement Program Committee to fill the vacancy.

Recommendation:

To consider a motion to appoint a new member to the CIP Committee.

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City ManagerITEM NO. 7.6

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

Subject:

Discuss and consider an alternative form of guarantee for the Hillside Acre Subdivision for the installation of Public Infrastructure.

Requested By: Finley deGraffenried, City Manager

Submitted By: Finley deGraffenried, City Manager

Date Submitted: April 7, 2021

For the Agenda of: April 12, 2021

Procurement and Funding Statement:

Attachments:

Summary Statement:

MD Homes has requested Council consideration of an alternative form of guarantee for installation of Public Infrastructure, per section 70.6- Guarantee of Performance, City of Lampasas Subdivision Regulations. The attached is consistent with a City of Burnet Irrevocable Letter of Credit, and has been reviewed by the City Attorney who has deemed it an acceptable form and tool for the City.

Recommendation:

To consider a motion to approve or deny the alternative form of guarantee as presented to Council.



July 2018 Subdivision Regulations

Chapter 70 - SUBDIVISIONS¹¹

ARTICLE I. - IN GENERAL

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

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

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

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

(Ord. No. 726, § 3.01, 3-13-95)

Sec. 70-2. - Definitions and exceptions.

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

Commission means the city planning and zoning commission.

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

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

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

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

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

Cross reference— Definitions generally, § 1-2.

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

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

(Ord. No. 726, § 5.13, 3-13-95)

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

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

(Ord. No. 726, § 3.02, 3-13-95)

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

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

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

(Ord. No. 726, § 1, 3-13-95)

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

Sec. 70-6. - Guarantee of performance.

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

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

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

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

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

FIRST STATE BANK OF BURNET
P.O. BOX 965
BURNET, TEXAS 78611

IRREVOCABLE LETTER OF CREDIT # _____ [Number assigned by Issuer] Date: _____

APPLICANT: HILLSIDE ACRES SUBDIVISION
ATTN: MATT MCDONALD, AUTHORIZED AGENT OF MD HOMES
LAMPASAS, TEXAS 76550

SOLE BENEFICIARY: CITY OF LAMPASAS, TEXAS
ATTN: CITY MANAGER
312 EAST THIRD STREET
LAMPASAS, TEXAS 76550

AMOUNT: US \$ _____ (_____
00/100'S US DOLLARS) 110% OF ENGINEER'S OPINION OF
PROBABLE CONSTRUCTION COSTS STATED IN EXHIBIT "A"

EXPIRATION DATE: 30 DAYS AFTER CITY'S NOTICE TO BANK OF DEVELOPER'S
COMPLETION OF ALL OF HILLSIDE ACRE'S/DEVELOPER'S CONTRACTUAL
OBLIGATIONS PURSUANT TO THE DEVELOPMENT AGREEMENT WITH THE CITY,
DATED _____, 2021.

LET IT BE KNOWN TO ALL PERSONS PRESENT:

WE HEREBY ESTABLISH OUR IRREVOCABLE STANDBY LETTER OF CREDIT NO. _____
IN THE CITY OF LAMPASAS' FAVOR AS SOLE BENEFICIARY, IN THE AGGREGATE
SUM OF _____ 00/100'S US DOLLARS, EXPIRING NO SOONER
THAN THE EXPIRATION DATE STATED ABOVE, AT THE COUNTERS OF FIRST STATE
BANK OF BURNET, AVAILABLE BY PAYMENT AGAINST YOUR DRAFT(S), PARTIAL
OR TOTAL, DRAWN ON US AT SIGHT ACCOMPANIED BY:

1. A STATEMENT DATED AND SIGNED BY AN AUTHORIZED OFFICIAL OF
THE CITY OF LAMPASAS, TEXAS, SIGNING AS SUCH AND SWORN TO
BEFORE A NOTARY PUBLIC STATING THAT:

"WE/I HEREBY CERTIFY THAT THE FUNDS DRAWN UNDER LETTER OF
CREDIT NO _____ ISSUED BY FIRST STATE BANK OF BURNET ARE
DUE BY REASON OF MD HOMES FAILURE TO COMPLETE CERTAIN
ELEMENTS OF THE HILLSIDE ACRE'S ("SUBDIVISION")
DEVELOPMENT AGREEMENT BY AND BETWEEN IT AND THE CITY OF
LAMPASAS, TEXAS, SETTING FORTH THE DEVELOPER'S
OBLIGATIONS FOR CONSTRUCTION OF INFRASTRUCTURE
NECESSARY TO SERVE THE SUBDIVISION, AS REQUIRED BY THE

CITY OF LAMPASAS, ITS CODE OF ORDINANCES AND STATE LAW, SAID IMPROVEMENTS BEING DESCRIBED BY THAT ENGINEER'S "OPINION OF PROBABLE CONSTRUCTION COSTS FOR THE "HILLSIDE ACRES SUBDIVISION" DATED _____, 2021, SIGNED BY _____, P.E.;" AND THAT AT LEAST TEN (10) BUSINESS DAYS IN ADVANCE OF ITS PRESENTATION OF THE SIGHT DRAFT FOR PAYMENT, THE CITY OF LAMPASAS HAS PROVIDED TO THE APPLICANT, BY HAND DELIVERY, DELIEVERY SERVICE OR CERTIFIED MAIL, RETURN RECEIPT REQUESTED, NOTICE OF THE CITY'S INTENTION TO DRAW FUNDS ON THIS LETTER OF CREDIT."

2. THE ORIGINAL OF THIS LETTER OF CREDIT.

SPECIAL CONDITIONS:

PARTIAL DRAWS ARE ACCEPTABLE, IN SUCH AMOUNT AS NECESSARY TO COMPLETE INSTALLATION OF ITEMS SPECIFIED BY THE ENGINEER'S "OPINION OF PROBABLE CONSTRUCTION COSTS FOR "HILLSIDE ACRES" AS SHOWN IN EXHIBIT "A," AND FOR THOSE COMPONENTS INDICATED IN THE NOTICE TO THE DEVELOPER TO BE CONSTRUCTED WITH DRAWN FUNDS, IN EACH INSTANCE OF A PARTIAL DRAW AGAINST THE LETTER OF CREDIT. IN THE EVENT OF A PARTIAL DRAW BY THE CITY, THE ORIGINAL LETTER OF CREDIT WILL BE ENDORSED AND RETURNED TO THE CITY, UNLESS THE LETTER OF CREDIT HAS EXPIRED OR THE AMOUNT AVAILABLE IS REDCED TO ZERO BY THE DRAW MADE BY THE CITY.

DRAFTS DRAWN UNDER THIS LETTER OF CREDIT MUST BE MARKED "DRAWN UNDER IRREVOCABLE STANDBY LETTER OR CREDIT NO. ____ ISSUED BY FIRST STATE BANK OF BURNET."

WE HEREBY REPRESENT TO YOU THAT DRAFTS DRAWN UNDER AND IN COMPLIANCE WITH THE TERMS OF THIS LETTER OF CREDIT WILL BE DULY HONORED UPON PRESENTATION AT OUR OFFICE AT P.O. BOX 965, BURNET, TEXAS 78611 BY COURIER OR CERTIFIED MAIL, ON OR BEFORE THE EXPIRATION DATE AS SPECIFIED ABOVE.

PLEASE MAIL ALL DRAWS AND/OR CORRESPONDENCE IN CONNECTION WITH THIS STANDBY LETTER OF CREDIT TO OUR OFFICE:

FIRST STATE BANK OF BURNET
P.O. BOX 965
BURNET, TEXAS 78611

THIS LETTER OF CREDIT SHALL BE GOVERNED BY, AND CONSTRUED IN ACCORDANCE WITH, THE LAWS OF THE STATE OF TEXAS WITHOUT REGARD TO PRINCIPLES OR CONFLICT OF LAWS, AND SHALL BE PERFORMABLE IN BURNET COUNTY, TEXAS.

VERY TRULY YOURS,

FIRST STATE BANK OF BURNET

BY: _____
MATT KELLEY, PRESIDENT

ACCEPTED
CITY OF LAMPASAS

BY: _____
FINLEY deGRAFFENRIED, CITY MANAGER

DATE: _____, 2021

EXCEPT SO FAR AS IS OTHERWISE EXPRESSLY STATED, THIS DOCUMENTARY CREDIT IS SUBJECT TO THE UNIFORM CUSTOMS AND PRACTICE FOR DOCUMENTARY CREDITS, 2007 REVISION, INTERNATIONAL CHAMBER OF COMMERCE PUBLICATION No. 600.

***NOTE: IF THERE ARE ANY QUESTIONS IN REGARD TO ANY INFORMATION WITHING THIS LETTER OF CREDIT, PLEASE CONTACT _____
[Financial Institution Officer's Name] AT _____
[Telephone Number & E-mail address].

Preliminary Engineer's Opinion of Probable Construction Cost

Hillside Acres Subdivision

Prepared For: MD Homes

Prepared By: Eckermann Engineering, Inc.

TBPE Firm No. F-10496

April 9, 2021

Phase I

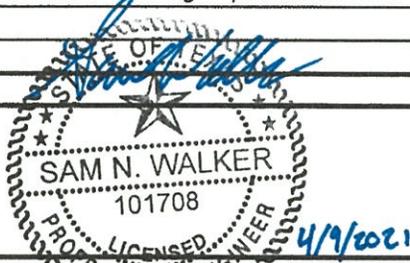
Item No.	Description	Unit	Contractor Cost	% Complete	Remaining Construction Cost
1	Construction Entrance	LS	\$ 2,400.00	100%	\$0
2	Rough Cut Roads, Ditches, and Pond	LS	\$ 108,739.00	100%	\$0
3	Water Improvements	LS	\$ 161,616.00	100%	\$0
4	Roadway - Subgrade	LS	\$ 24,380.00	100%	\$0
5	Roadway - Base (6-inches)	LS	\$ 44,200.00	100%	\$0
6	Roadway - Asphalt Pavement	LS	\$ 30,392.00	100%	\$0
7	Detention Pond - Topsoil	LS	\$ 21,000.00	100%	\$0
8	Detention Pond - Drainage Pipe and Structures	LS	\$ 39,765.00	100%	\$0
Phase I Balance Remaining:					\$0

Phase II (Combined Phase II and III)

Item No.	Description	Unit	Contractor Cost	% Complete	Remaining Construction Cost
1	Construction Entrance	LS	\$ 2,400.00	100%	\$0
2	Rough Cut Roads, Ditches, and Pond	LS	\$ 62,082.00	90%	\$6,208
3	Water Improvements	LS	\$ 90,909.00	0%	\$90,909
4	Roadway - Subgrade	LS	\$ 37,866.00	90%	\$3,787
5	Roadway - Base (6-inches)	LS	\$ 81,250.00	0%	\$81,250
6	Roadway - Asphalt Pavement	LS	\$ 43,674.00	0%	\$43,674
7	Detention Pond - Topsoil	LS	\$ 9,500.00	0%	\$9,500
8	Detention Pond - Drainage Pipe and Structures	LS	\$ 56,548.00	25%	\$42,411
Phase II Balance Remaining:					\$277,739

Sub-total: \$277,739

Total Construction Cost Remaining: \$277,739

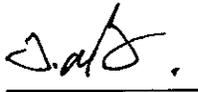


* Costs do not include fees associated with engineering, surveying, legal services, easement acquisition, or private single-family home lot lot improvements.

* Contractor Costs provided are based on Estimate #1142 and #1143 from Demarick Corporation, dated 1/23/2020. (Attached)

* Electrical extensions/services to be provided by the City of Lampasas and therefore have not been included in the above summary.

* The Engineer has no control over the cost of labor, materials, equipment, contractor's methods of determining prices, competitive bidding, or market conditions. Estimates of Probable Construction Costs, as provided herein are approximate, and compiled on the basis of the Engineer's experience and qualifications which represents the Engineer's judgement as a design professional familiar with the construction industry. The Engineer cannot and does not guarantee that the proposals, bids, or actual construction costs will not vary from these estimates of probably costs prepared for the owner or intended recipient of this document.


City Manager

ITEM NO. 7.7

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

Subject:

Discussion and Possible Action regarding acceptance of the Fiscal Year 2019-2020 Audit Report.

Requested By: Yvonne Moreno, Finance Director

Submitted By: Yvonne Moreno, Finance Director

Date Submitted: April 8, 2021

For the Agenda of: April 12, 2021

Procurement and Funding Statement:

The audit was procured as a Professional Service and approved by City Council as part of the operating budget.

Attachments:

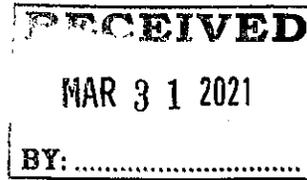
Summary Statement:

The Audit Committee met the auditors from Singleton, Clark, and Company on March 25, 2021 and reviewed the audit for Fiscal Year 2019-2020. The Committee will report to Council under this agenda item and seek a motion to accept or acknowledge the Audit. Council may also take the opportunity to request additional information or clarification.

Recommendation:

After review, consideration of a motion to accept the Fiscal Year 2019-2020 City of Lampasas Audit.

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Chris Felan
Vice President
Rates & Regulatory Affairs

March 26, 2021

City Official

Re: Rider GCR - Rate Filing under Docket No. 10170

Enclosed is Atmos Energy Corp., Mid-Tex Division's Statement of Rider GCR applicable for the April 2021 billing periods. This Statement details the gas cost component of the residential, commercial, and industrial sales rates for customers within your city. This filing is for informative purposes only and no action is required on your city's part.

Should you have any questions, please let me know.

Sincerely,

A handwritten signature in cursive script that reads "Chris Felan".

Chris Felan
Vice President, Rates and Regulatory Affairs
Atmos Energy, Mid-Tex Division

Attachment

ATMOS ENERGY CORPORATION
MID-TEX DIVISION
STATEMENT OF RIDER GCR
April, 2021
PREPARED IN ACCORDANCE WITH
GAS UTILITIES DOCKET NO. 10170

Part (a) - Mid-Tex Commodity Costs

Line	(a)	(b)
1	Estimated Gas Cost per Unit:	\$0.45747
2	Estimated City Gate Deliveries:	63,828,890
3	Estimated Gas Cost:	<u>\$29,199,802</u>
4	Lost and Unaccounted For Gas %	2.5932%
5	Estimated Lost and Unaccounted for Gas	\$757,209
6	Total Estimated City Gate Gas Cost:	<u>\$29,957,011</u>
7	Estimated Sales Volume:	<u>113,044,500</u>
8	Estimated Gas Cost Factor - (EGCF)	<u>0.26500</u>
9	Reconciliation Factor - (RF):	0.00000
10	Taxes (TXS):	0.00000
11	Adjustment - (ADJ):	0.00000
12	Gas Cost Recovery Factor - (GCRF)	<u>0.26500 per Ccf</u>

Part (b) - Pipeline Services Costs

Line	(a)	(b)	(c)	(d)	(e)
			Rate R - Residential	Rate C - Commercial	Rate I - Industrial Service Rate T - Transportation
13	<u>Fixed Costs</u>				
14	Fixed Costs Allocation Factors [Set by GUD 10170]	100.00000%	64.3027%	30.5476%	5.1497%
15	a. Current Month Fixed Costs of Pipeline Services	\$37,288,265	23,977,361	11,390,670	1,920,234
16	b. Plus: Second Prior Month Recovery Adjustment	\$0	\$0	\$0	\$0
	Net Fixed Costs	<u>\$37,288,265</u>	<u>\$23,977,361</u>	<u>\$11,390,670</u>	<u>\$1,920,234</u>
	<u>Commodity Costs</u>				
17	a. Estimated Commodity Cost of Pipeline Services	\$611,365	296,833	171,048	143,484
18	b. Plus: Second Prior Month Recovery Adjustment	\$0	\$0	\$0	\$0
19	Net Commodity Cost of Pipeline Services	<u>\$611,365</u>	<u>\$296,833</u>	<u>\$171,048</u>	<u>\$143,484</u>
20	Total Estimated Pipeline Costs (Line 16 + Line 19)	\$37,899,630	\$24,274,194	\$11,561,718	\$2,063,718
21	Estimated Billed Volumes		75,654,590 Ccf	46,428,720 Ccf	4,918,936 MMBtu
22	Pipeline Cost Factor (PCF) [Line 20 / Line 21]		0.32090 Ccf	0.24900 Ccf	\$0.4195 MMBtu
23	Gas Cost Recovery Factor - (GCRF) [Line 12]		0.26500 Ccf	0.26500 Ccf	\$2.5879 MMBtu
24	Rider GCR		<u>0.58590 Ccf</u>	<u>0.51400 Ccf</u>	<u>\$3.0074 MMBtu</u>
25					<u>\$0.4195 MMBtu</u>

¹ Industrial Service and Transportation are reported in MMBtu. An MMBtu conversion factor of .1024 is used to convert from Ccf.