

**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, May 10, 2021
5:30 p.m. Special 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, May 10, 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).

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

- I. Call to Order
- II. Conduct and accept Canvass of Votes for the City of Lampasas City Council General Election held on May 1, 2021. *(pgs.5-10)*
- III. Adjourn Special Session

WORKSHOP SESSION

1. Call to order Workshop Session
2. Discussion and updates related to COVID-19 Pandemic. *(pgs. 11-12)*
3. Discussion regarding Alternative Method of Guarantee. *(pgs. 13-14)*
4. Discussion regarding mural on Calvert Building by Vision Lampasas. *(pgs. 15-20)*
5. Discussion regarding Livestock and Fowl in the City Limits of Lampasas. *(pgs. 21-30)*
6. Discussion regarding Hike and Bike Trails at the 580 Sports Complex. *(pgs. 31-60)*
7. Discussion regarding any item on the regular agenda
8. Adjourn into Executive Session

EXECUTIVE SESSION

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

Section 551.071 (1) (A) and 551.071 (2), Consultation with Attorney by telephone and/or in person concerning matters upon which the attorney has a duty and/or responsibility to report to the governmental body including but not limited to discussion regarding potential or threatened litigation related to possible breach of contract for use of public right of way; and/or other matters posted on the regular agenda.

Section 551.071 (1) (A) and 551.071(2), Consultation with Attorney by telephone and/or in person concerning matters upon with the attorney has a duty and/or responsibility to report to the governmental body including but not limited to discussion regarding Court of Appeals 08-20-00142-CV Central Texas Water Supply v. Kempner Water Supply Corporation and City of Lampasas and/or other matters posted on the regular agenda.

Adjourn Executive Session into Special Session

SPECIAL SESSION

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

Adjourn Special Session

REGULAR SESSION

ANNOUNCEMENTS

A. Call to Order

B. Invocation and Pledge of Allegiance

C. Presentations and Proclamations (*pgs. 61-64*)

- Recognizing by Proclamation “National Police Week” May 9, 2021-May 15, 2021
- Recognizing by Proclamation “National Public Works Week” May 16-May 22, 2021
- Lineman Appreciation Day- April 18, 2021
 - Recognizing Justin McDonald

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

2.0	MINUTES	PAGES
2.1	Discussion and possible action concerning approval of minutes of the Regular Meeting on April 26, 2021	65-72

3.0	CONSENT AGENDA	PAGES
3.1	Discussion and possible action regarding purchases and charges in excess of \$4,000 from April 1, 2021- April 30, 2021.	73-80

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"> • Hostess House • AFNA 	81-88

	<ul style="list-style-type: none"> • Heath Authority • Subrogation • West Third • 281 South • Summer Reading • Business Park • CIP 	
5.2	MAYOR'S COMMENTS	N/A

6.0	UNFINISHED BUSINESS	N/A
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7.0	NEW BUSINESS	PAGES
7.1	Discussion and possible action concerning the Audit Engagement Letter for the City of Lampasas current fiscal year which began October 1, 2020 and will end September 30, 2021.	89-98
7.2	Discussion and acceptance of amendments to the Lampasas Economic Development Corporation Bylaws as approved by the LEDC Board on May 5, 2021.	99-102
7.3	Discussion and possible action regarding mural on Calvert Municipal Building by Vision Lampasas.	103-104

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 7 day of May 2021 at 1:30 pm

Becky Sims
Becky Sims, City Secretary

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CANVASS OF GENERAL ELECTION

I, Misti Talbert , Mayor
of City of Lampasas , Texas, met with the City Council
sitting as the canvassing board to canvass the General election of
May 1 , 2021, on May 10 , 2021
at Lampasas , Texas.

I certify that the figures on the tally sheets correspond with the figures on the returns.

Witness my hand this 10th day of May , 2021.

Presiding Officer of Canvassing Authority

SUMMARY OF PRECINCT RETURNS

I, the undersigned, the presiding officer of the canvassing authority for General Election, held on the 1st day of May 2021, Lampasas, Texas, do hereby certify that the following is a total of all votes received by each candidate as shown by the precinct returns. I further certify that the following vote totals include early voting votes by precinct received under Section 87.1231 of the Texas Election Code.

Name of Office/ Or Proposition	Name of Candidate	Total Votes Received
<u>Mayor</u>	<u>TJ Monroe</u> Early 212 / Absentee 6 Election Day 93	<u>311</u>
<u>Mayor</u>	<u>Myles Haider</u> Early 148/ Absentee 3 Election Day 88	<u>239</u>
<u>Councilmember, Place 1</u>	<u>Zac Morris</u> Early 244 / Absentee 4 Election Day 130	<u>378</u>
<u>Councilmember, Place 1</u>	<u>Clayton Tucker</u> Early 120 / Absentee 5 Election Day 55	<u>180</u>
<u>Councilmember, Place 2</u>	<u>Randy Clark</u> Early 325 / Absentee 5 Election Day 170	<u>500</u>
<u>Councilmember, Place 6</u>	<u>Herb Pearce</u> Early 320 / Absentee 5 Election Day 166	<u>491</u>

DATED, this 10th day May, 2021.

Presiding Officer

Summary Results Report
2021 Joint Election City of Lampasas
May 1, 2021

FINAL RESULTS

Lampasas

STATISTICS

	TOTAL	Absentee	Early Voting	Election Day
Election Day Precincts Reporting	1 of 1	0	0	1
Precincts Complete	0 of 1	0	0	0
Precincts Partially Reported	1 of 1	0	0	1
Absentee/ Early Precincts Reporting	1 of 1	1	1	0
Registered Voters - Total	4,506			
Ballots Cast - Total	560	9	365	186
Ballots Cast - Blank	1	0	0	1
Voter Turnout - Total	12.43%			

Summary Results Report
2021 Joint Election City of Lampasas
May 1, 2021

FINAL RESULTS

Lampasas

Mayor City of Lampasas

Vote For 1

	TOTAL	VOTE %	Absentee	Early Voting	Election Day
TJ Monroe	311	56.55%	6	212	93
Myles Haider	239	43.45%	3	148	88
Total Votes Cast	550	100.00%	9	360	181
Overvotes	0		0	0	0
Undervotes	10		0	5	5
Contest Totals	560		9	365	186
Precincts Reporting	1 of 1				

Councilperson PI One City of Lampasas

Vote For 1

	TOTAL	VOTE %	Absentee	Early Voting	Election Day
Zac Morris	378	67.74%	4	244	130
Clayton Tucker	180	32.26%	5	120	55
Total Votes Cast	558	100.00%	9	364	185
Overvotes	0		0	0	0
Undervotes	2		0	1	1
Contest Totals	560		9	365	186
Precincts Reporting	1 of 1				

Councilperson PI Two City of Lampasas

Vote For 1

	TOTAL	VOTE %	Absentee	Early Voting	Election Day
Randy Clark	500	100.00%	5	325	170
Total Votes Cast	500	100.00%	5	325	170
Overvotes	0		0	0	0
Undervotes	60		4	40	16
Contest Totals	560		9	365	186
Precincts Reporting	1 of 1				

Summary Results Report
2021 Joint Election City of Lampasas
May 1, 2021

FINAL RESULTS

Lampasas

Councilperson PI Six City of Lampasas

Vote For 1

	TOTAL	VOTE %	Absentee	Early Voting	Election Day
Herb Pearce	491	100.00%	5	320	166
Total Votes Cast	491	100.00%	5	320	166
Overvotes	0		0	0	0
Undervotes	69		4	45	20
Contest Totals	560		9	365	186
Precincts Reporting	1 of 1				

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J.M/A
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: May 3, 2021

For the Agenda of: May 10, 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 regarding Alternative Method of Guarantee

Requested By: Randy Clark, Council Member

Submitted By: Finley deGraffenried, City Manager

Date Submitted: May 5, 2021

For the Agenda of: May 10, 2021

Procurement and Funding Statement:

N/A

Attachments:

Summary Statement:

This item has been placed on the Workshop agenda to discuss acceptable Alternative Methods of Guarantee for developers to use in lieu of Performance Bonds for construction of infrastructure. Currently, Council consideration is required for any guarantee other than Performance Bonding with specified ratings. Staff was asked to investigate alternatives that could be considered acceptable and approved administratively. If Council ultimately determines an alternative form is acceptable for all subdivision construction guarantees, Staff will prepare an amendment to the Subdivision Regulations for consideration. Staff has discussed the matter with the City Attorney and will also consult peers and financial institutes.

Recommendation:

Discussion and direction from Council

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


City Manager

ITEM NO. WORKSHOP-4

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

Subject:

Discussion regarding mural on Calvert Municipal Building by Vision Lampasas.

Requested By: Finley deGraffenried, City Manager

Submitted By: Vision Lampasas

Date Submitted: May 3, 2021

For the Agenda of: May 10, 2021

Procurement and Funding Statement:

Attachments: Background information, picture of old Fire Department Bay

Summary Statement:

This item has been placed back on the Workshop Agenda to provide Vision Lampasas the opportunity to discuss their ideas for a mural on the Calvert Municipal Building and to provide Council the opportunity to discuss alternatives, support or non-support of the project. There is also an action item on the Regular Agenda for Council consideration for formal action.

Recommendation:

Discussion and direction from Council

Lady Justice, a blindfolded woman carrying a sword and a set of scales, is a common symbol on courthouses in America and inside some court rooms. She symbolizes fair and equal administration of the law, without corruption, favor, greed, or prejudice.

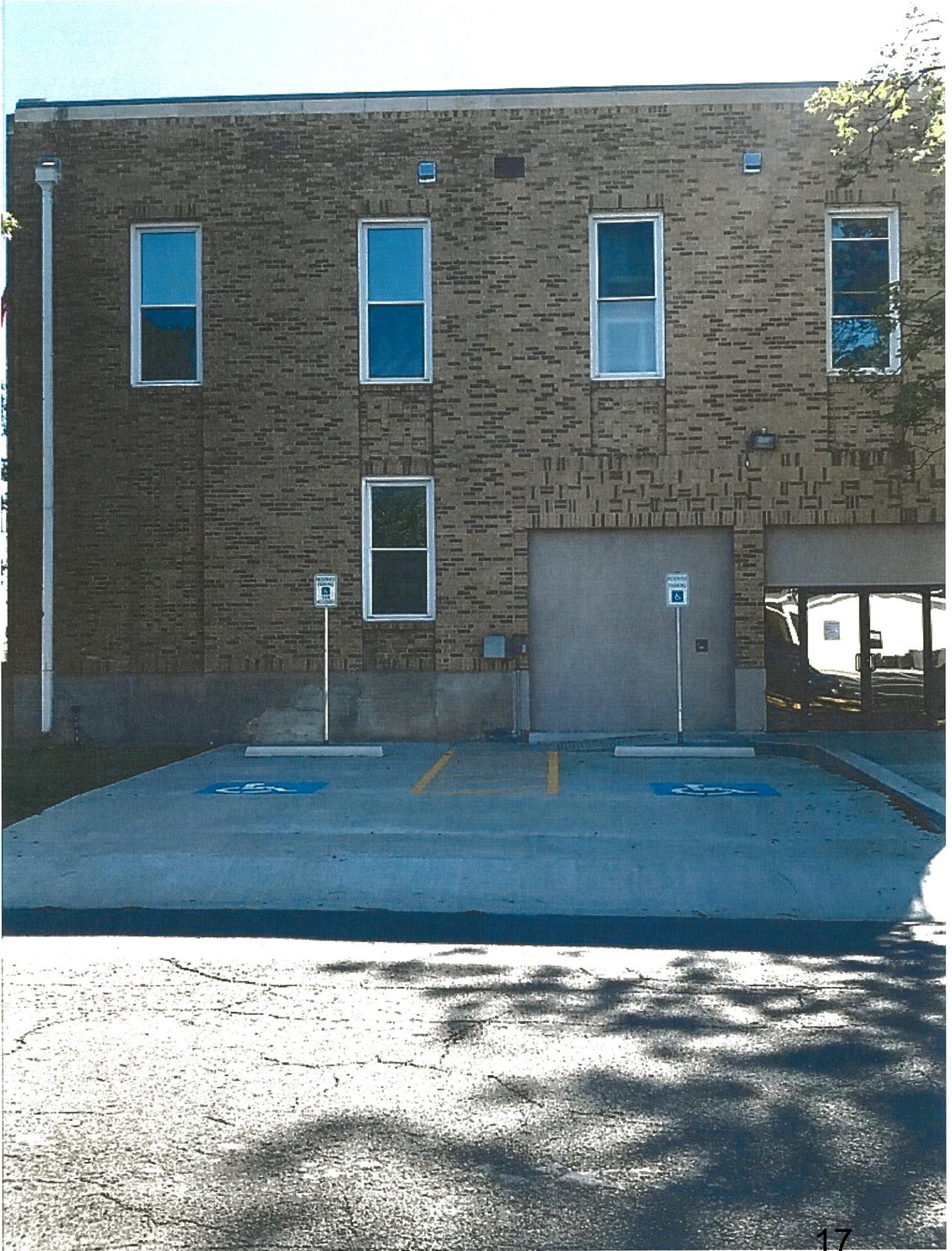
The **Scales of Justice** represents the balance of the individual against the needs of society and a fair balance between interests of one individual and those of another. The personification of **justice** balancing the **scales** dates back to the Egyptian Goddess of **Justice**, Maat, who stood for truth and fairness.

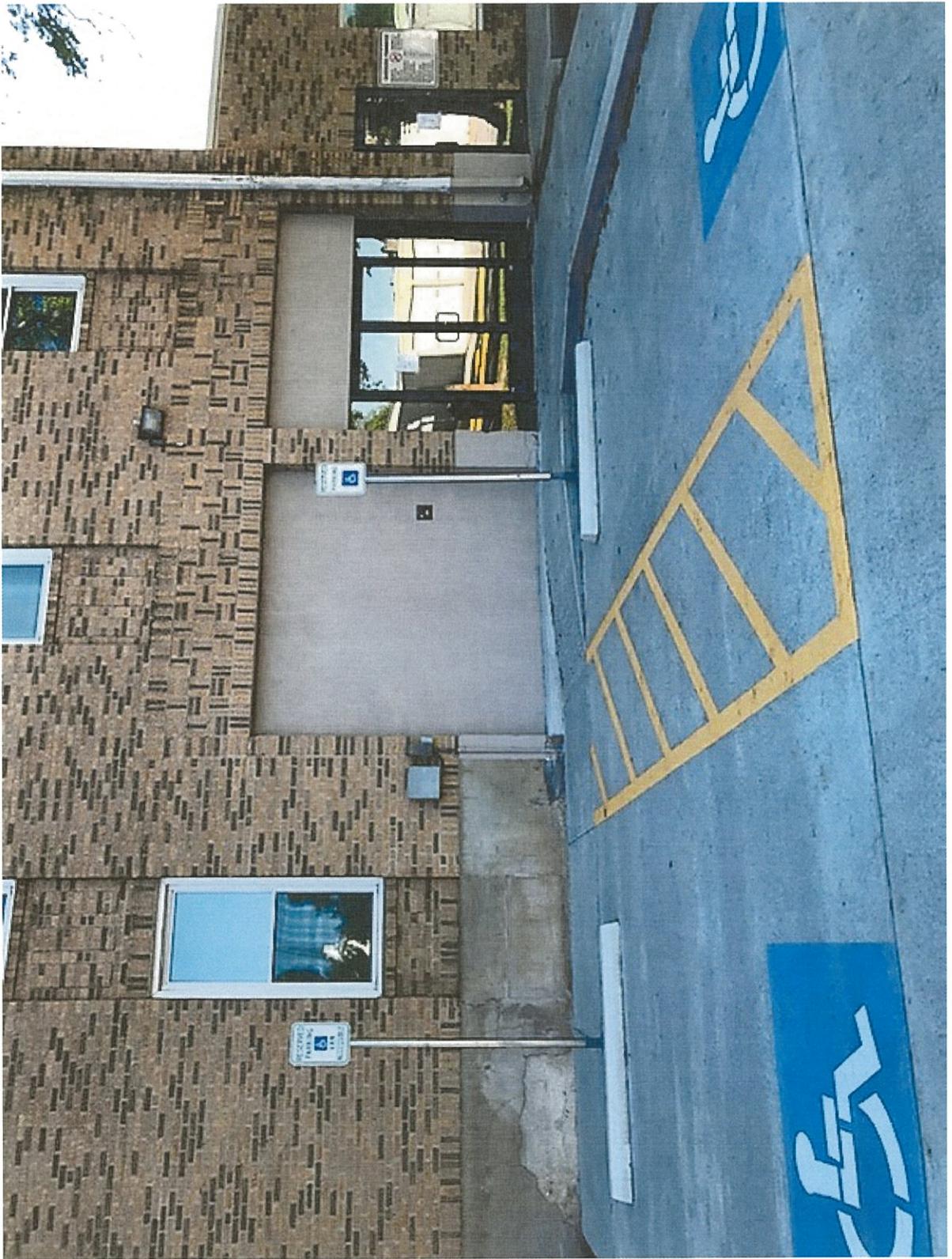
This expression means that **justice** is impartial and objective. There is an allusion here to the Greek statue for **justice**, wearing a blindfold so as not to treat friends differently from strangers, or rich people better than the poor ones.

MEANING OF STATUE OF LADY JUSTICE:

Lady Justice's symbol of impartiality -- the blindfold -- reinforces the court's devotion to the objective truth. The scales represent the need to weigh the different sides of the case. The justice statue's sword is symbolic of justice's power.





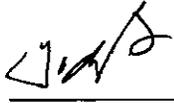




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City Manager

ITEM NO. WORKSHOP-5

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

Subject:

Discussion regarding Livestock and Fowl in the city limits of Lampasas.

Requested By: Sammy Bailey, Police Chief

Submitted by: Sammy Bailey, Police Chief

Date Submitted: May 5, 2021

For the agenda of: May 10, 2021

Procurement and Funding Statement:

N/A

Attachments: City of Lampasas Ordinance Sec. 10-4 Public Nuisance and Article III. Livestock, 6 pages Livestock Ordinance Research, 11 pages from the Power Point Presentation at the Town Hall meeting on September 17, 2018,

Summary Statement:

This is placed on the workshop agenda for Staff to seek City Council direction in regards to amending the current City of Lampasas Livestock Ordinance. Although the attached draft will require refinement, Council should consider and discuss the format to determine allowance based on number, density and type of animal. Several species would be prohibited in residential districts including swine, roosters, and guinea fowl. Exemptions, temporary or otherwise, would be allowed by permit for 4H projects, grazing for brush control or processing facilities. If this format is acceptable to Council, Staff would recommend additional opportunity for public comment and drafting an Ordinance for consideration.

Recommendation:

Discussion only.

Outline

- I. Definitions
- II. Animal Density
- III. Distance Restrictions
- IV. Limit on Fowl
- V. Prohibited Animals
- VI. Exemptions
- VII. Permits
- VIII. Failure to Permit Inspection/Removal of Animals

I. Definitions of Animal, Livestock, Fowl:

Animal: An animate being that is not human and has the power of voluntary action,

- a. *Small Animal:* means a small animal kept domestically, including a rabbit, guinea pig, rat, mouse, hamster, or gerbil.
- b. *Noisy Animal*-an animal that makes a noise that is disturbing to a person of normal sensibilities.
- c. *Nondomestic Animal*-shall mean and includes all animals other than domestic cats and dogs, domestic ferrets, livestock, rabbits and domestic fowl.
- d. *Wild Animal:* Any mammal, amphibian, reptile or fowl which is of a species that is wild by nature and of a species which due to size, vicious nature or other characteristics is dangerous to human beings but shall not include raptors and falcons that are licensed or that are properly permitted by the State of Texas. Such animals shall include, but not limited to lions, tigers, leopards, panthers, bears, wolves, raccoons, skunks (whether deodorized or not), apes, gorillas, monkeys, foxes, elephants, rhinoceroses, crocodiles, alligators and all forms of venomous reptiles, but such terms shall not include animals expressly allowed in this chapter.

Barnyard Animal: A cow, calf, steer, bull, or other ruminant; a chicken, goose or duck; a horse, mule, donkey or other animal of the equine family; a lamb; or a goat.

Livestock: includes regardless of age, sex or breed, horses, consisting of all equine species, cows consisting of all bovine species, sheep consisting of all ovine species, llamas; goats consisting of all caprine species and pigs, consisting of all species of swine, pig, and family of Suidae. These include but are not limited to; cow, horse, swine, mule, ass, sheep, goat, llama, alpaca, exotic livestock, elk, hogs, bison, buffalo, and any hybrid thereof, unless otherwise defined. "Livestock" includes exotic livestock as defined by Section 161.001, Agriculture Code.

Exotic Livestock: means grass-eating or plant-eating, single-hooved or cloven-hooved mammals that are not indigenous to this state and are known as ungulates, including animals from the swine, horse, tapir, rhinoceros, elephant, deer, and antelope families but not including a mammal defined by Section 63.001, Parks and Wildlife Code, as a game animal, or by Section 71.001, Parks and Wildlife Code, as a fur-bearing animal, or any other indigenous mammal regulated by the Parks and Wildlife Department as an endangered or threatened species. The term does not include a nonindigenous mammal located on publicly owned land.

Fowl: shall mean any heavy bodied, terrestrial bird of the order of *Galliformes*, including but not limited to chickens, ducks, geese, pheasants, turkeys, grouse, guineas, or other common domestic fowl

- a. *Pullet*-immature hen
- b. *Cockerel*-immature male
- c. *Exotic Fowl* shall mean any avian species that is not indigenous to this state. The term includes ratites but does not include a bird defined by Section 64.001, Parks and Wildlife Code, as a game bird or any other indigenous bird regulated by the Parks and Wildlife Department as an endangered or threatened species. The term does not include nonindigenous birds located on publicly owned land.
 1. Ratites- a bird with a flat breastbone especially : any of various mostly flightless birds (such as an ostrich, rhea, emu, moa, or kiwi) with small or rudimentary wings and no keel on the sternum that are probably of polyphyletic origin and are assigned to a number of different orders.
- d. Game Fowl: shall mean a bird of any various strains of domestic feral fowl developed chiefly for the intent of fighting or used in the act of cockfighting.
- e. *Pet or Companion Animal*: shall mean any animal kept for pleasure or enjoyment, rather than utility or commercial purposes. An animal of a species that has been bred and raised to live in or about the habitation of humans and is dependent on people for food and shelter. The term specifically includes, but is not limited to, domesticated dogs, domesticated cats, canaries, parakeets, parrots, cockatiels and other birds commonly maintained in households in cages, hamsters, gerbils, guinea pigs, and rabbits. *For purposes of this chapter, "livestock," "fowl," nor "urban chickens" as defined herein shall not be considered pets or companion animals.*

- f. *Poultry*: shall mean all domesticated fowl which are kept in captivity. Poultry is defined as a live or dead domesticated bird. Ratites are not considered poultry.

II. Responsibility and Powers

The City of Lampasas authorizes the Lampasas Police Department, its employees of the Animal Control Division, the Lampasas Animal Shelter and Peace Officers to have the powers and authority to enforce federal, state, and local ordinances relating to animals, fowl, livestock, and wildlife. No person shall interfere in any manner or give false information to the above-stated employees in the performance of their duties.

III. Animal Density

1. Livestock shall be allowed in areas of the city limits of Lampasas in areas zoned as "AG" Agriculture and Residential.
2. It shall be unlawful to keep, possess or maintain within the City of Lampasas any number or combination of animals/barnyard/livestock in a density that exceeds three (3) AU per one acre of land. No more than 3 animal units are allowed per one acre of land.
3. It shall be unlawful to keep, possess or maintain within the City of Lampasas any number or combination of animals/barnyard/livestock in a density that exceeds animal unit/s per acre of land.
 - a. 1 cow =1 animal unit per acre of land, not allowed on ½ acre of land.
 - b. 1 horse =1 animal unit per acre of land, not allowed on ½ acre of land.
 - c. 1 mule or burro=1 animal unit per acre of land, not allowed on ½ acre of land.
 - d. 6 sheep= 1animal unit per acre of land, ½ animal unit allowed on ½ acre of land.
 - e. 6 goats=1 animal unit per acre of land, ½ animal unit allowed on ½ acre
 - f. 6 miniature livestock =1 animal unit per acre of land, ½ animal unit allowed on ½ acre of land.
 - g. 6 Fowl=1 animal unit per acre of land, ½ animal unit allowed on ½ acre of land.

For any other livestock not specifically listed, the animal unit equivalency will depend on the size of the typical adult animal of the species. If the animal is similar in size to a cow, horse, mule or burro then it will equal one animal unit. If the animal is similar in size to a sheep, goat, llama or alpaca, then those animal will equal one animal unit.

Offspring shall be exempt from the animal limitation until reaching the age of 12 months, other than for male chicken/roosters which is four (4) months. Any acreage designed for livestock shall be "free roaming acres" such that the livestock has unrestricted access to the entirety of the acreage for the animal. For purpose of determining the amount of "free roaming acres" available to livestock, any area on the site designated for the keeping of livestock shall exclude structures, dwellings, or other bodies of water and/or any unenclosed or unfenced area.

IV. Distance Restrictions

Enclosures 25 feet to 100 feet from human occupied residence.

If enclosure before construction of adjacent property, enclosure stays as long as the animal is on the property.

V. Animal Units/Limits per Acres

Animal per animal unit allowed on land	Animal unit allowed on One-half (1/2) acre.	Animal unit allowed 1 acre is 1 animal unit	Animal units allowed on 3 acres is 2 animal units.	Animal units allowed on 5 acres is 3 animal units.	Ag. Exempt	Setback requirement of enclosure from residence other than owner/caretaker
Not allowed on one-half acre	Number of animals allowed	Number of animals allowed	Number of animals allowed	Number of animals allowed	Per exemption	
1 units 1 Cattle, Steer, bull or other ruminant	0	1	2	3	Per exemption	100 feet
1 unit 1 Horse, mule, donkey, or other equine	0	1	2	3	Per Exemption	100 feet
One-half (1/2) Animal Unit allowed on one-half (1/2) acre of land	1/2 acre 1/2 animal unit per acre	1 acre 1 unit per acre	3 acres 2 units per acre	5 acres 3 units per acre	Per Exemption	
Allowable 1/2 animal units	Number of animals allowed	Number of animals allowed	Number of animals allowed	Number of animals allowed	Per exemption	
1 animal unit 6 Sheep	3	6	18	30	Per Exemption	100 feet
1 animal unit 6 Goats	3	6	18	30	Per Exemption	100 Feet

1 animal unit 6 Miniature Livestock	3	6	18	30	Per Exemption	25 feet 1 unit or less, 100 feet more than 1 unit
Above Off- Spring	Exempted until weaned	Exempted until weaned	Exempted until weaned	Exempted until weaned	Per Exemption	
One (1) Animal Unit allowed on one-half (1/2) acre of land	½ acre 1 animal unit	1 acre 2 animal units per acre	3 acres 2 animal units per acre	5 acres 3 animal units per acre	Per Exemption	25 feet 1 unit or less, 100 feet more than 1 unit
Fowl						
	Number of animals allowed	Number of animals allowed	Number of animals allowed	Number of animals allowed	Per exemption	
1 animal unit of Fowl is a flock of no more than six (6).	6	12	18	30	Per Exemption	25 feet 1 unit or less, 100 feet more than 1 unit
Roosters	Prohibited	Prohibited	Prohibited	Prohibited	Per Exemption	Not allowed
Above Off- Spring-	Exempted 4 months- Pullets @ 4 months considered part of an animal unit.	Per Exemption				
Males/Cockerels 4 months-	Prohibited	Prohibited	Prohibited	Prohibited	Per Exemption	
Registered with a recognized association of pigeon fanciers						25 feet
One (1) Animal Unit allowed on one-half (1/2) acre of land	½ acre 1 animal unit	1 acre 2 animal units per acre	3 acres 2 animal units per acre	5 acres 3 animal units per acre	Per Exemption	25 feet 1 unit or less, 100 feet more than 1 unit
Rabbits						
	Number of animals allowed	Number of animals allowed	Number of animals allowed	Number of animals allowed	Per exemption	
1 unit 6 rabbits or small animal and one litter at any one time until they are weaned.	6 and one litter	18 and 3 litters	54 and 9 litters	90 and 15 litters	Per Exemption	25 feet 1 unit or less, 100 feet more than 1 unit

Combination of Animal Units will be allowed and will depend on the animal unit and the acreage of the land, as will be noted on the permit.

For any other livestock not specifically listed, the animal unit equivalency will depend on the size of the typical adult animal of the species. If the animal is similar in size to a cow, horse, mule or burro then it will equal one animal unit. If the animal is similar in size to a sheep, goat, llama or alpaca, then those animal will equal one animal unit.

Offspring shall be exempt from the animal limitation until being weaned or reaching the age of 12 months, whichever comes first, other than for male chicken/roosters which is four (4) months. Any acreage designed for livestock shall be "free roaming acres" such that the livestock has unrestricted access to the entirety of the acreage for the animal. For purpose of determining the amount of "free roaming acres" available to livestock, any area on the site designated for the keeping of livestock shall exclude structures, dwellings, or other bodies of water and/or any unenclosed or unfenced area.

For the purpose of determining compliance with the provisions of this chapter, distances, shall be measured in a straight line from the nearest point of the shed, stable, barn, pen or enclosure or area in which the animal is contained to the nearest point of such actual residence or building used for human habitation.

VI. Prohibited Animals

1. Any swine, hog, pig, consisting of all swine, pig species, to include but not limited to pot-bellied pigs, Vietnamese pot-bellied pigs
2. Any adult pair of any species of ratites;
3. Roosters, cockerel at 4 months of age
4. Any guinea, guinea fowl or peafowl, fighter fowl breeds,
5. Any habitual public nuisance animal.

VII. Exemptions

1. Exhibition at stock shows, fairs, circuses, rodeos, festivals, parades, and zoological institutions;
2. When located at and on the property of any vocational learning area or school, with facilities properly constructed as determined by the department;
3. Slaughtering establishments;
4. Brush control using goats,
5. When kept at the home of an FFA (Future Farmers of America) member under the supervision of a high school vocational agricultural teacher or of a 4-H

member under the supervision of the county agricultural agent, subject to the following conditions:

- a. Each enrollee shall obtain a permit from the department before commencing a project. The form of application for permits shall be prescribed by the department. No fees shall be charged for such permits;
- b. The property upon which the FFA or 4-H enrollee resides and maintains swine must be a minimum of one (1) acre in area with a maximum of five (5) swine;
- c. The minimum pen size shall be six hundred twenty-five (625) square feet per hog over fifty (50) pounds, and the pen must be covered with a roof having a minimum of one hundred (100) square feet per hog with a minimum pen width of fifteen (15) feet;
- d. Hog wallows are prohibited;
- e. The open and adjacent areas must be kept clean;
- f. Enrollees must be under close supervision of a vocational agricultural teacher or the county agricultural agent. If an enrollee does not conform to city regulations, such advisor will report the violation to the department and maintaining swine at the location shall be terminated immediately;
- g. The pen size for swine shall be a minimum of one hundred fifty (150) feet from any dwelling or business building owned or occupied by any person other than the owner of the swine or person keeping and maintaining same; and
- h. Enrollees must be certified by letters to the department by the county agricultural agent for 4-H members and by the high school principal for FFA members giving the names of the vocational agriculture teachers or advisors supervising the enrollees and their projects, and such other information as the department may require. Such officials shall notify the department of the termination of an enrollee's projects.
- i. The provisions of this chapter requiring permits shall not apply to the Lampasas Animal Shelter.
- j. No provision of this article may supersede the County Zoning Regulations.

VIII. Permits

1. Annual Permits that include the owner information, emergency contact information, animal types, location, enclosure type, and enclosure location shall be sought annually by the person with any animal in this chapter;
 - a. Permits are issued at no charge but are required to have animals mentioned in the Chapter in the city limits.
2. An annual or temporary permit issued pursuant to this chapter may be revoked or denied at any time by the Animal Control Officer for cause including, but not

limited to, violations of this chapter or, in the determination of the inability of the permit holder to keep the animals in a healthy or sanitary environment:

- a. Annual permits for animals mentioned in this chapter shall be issued on or before January 1, 2022;
- b. Temporary Permits may be issued as it pertains to this chapter and shall be valid for the number of days stated thereon not to exceed 15 consecutive days. No person may apply for more than three temporary permits within a twelve (12) consecutive month period.

IX. Failure to Permit Inspections/Removal of Animals

Animal enclosures subject and review of inspection by Code Enforcement Officer, or Health Officer, or Fire Marshal or other representatives of the city.

Failure to permit inspection a Class C violation.

Removal of animals...

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City Manager

ITEM NO. WORKSHOP-6

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

Subject:

Discussion regarding Hike and Bike Trails at the 580 Sports Complex

Requested By: Finley deGraffenried, City Manager

Submitted By: Chris Eicher, Parks Director

Date Submitted: May 5, 2021

For the Agenda of: May 10, 2021

Procurement and Funding Statement:

Attachments: Trail Concept Plan

Summary Statement:

This item has been placed on the Workshop agenda to discuss the Bike and Hike Concept Plan Funding and Volunteer Opportunities. In October 2020, Council approved engagement with Trail Solutions for the conceptual design of the Hike and Bike Trail at the 580 Sports Complex. The attached report represents the scope's deliverable. Since the concept has been delivered, Staff has met once with stakeholders, and once with the Stakeholders and Trail Solution Staff to define a realistic scope for the next phase. Staff seeks Council input on interest in soliciting a proposal for trail delineation (staking), trail construction training, and ½-1 mile of pro-built trail. Stakeholders also indicated the desire to raise funds to offset a portion of the costs. Timing for any level of project would likely be late fall or winter.

Recommendation:

Discussion and direction from Council

580 SPORTS COMPLEX TRAILS CONCEPT PLAN

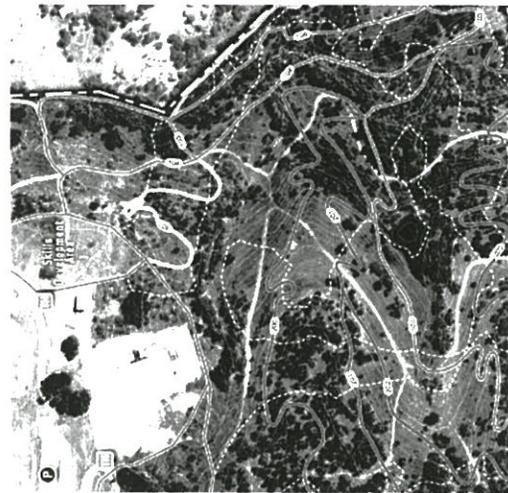
LAMPASAS, TEXAS

APRIL 2021

Prepared For:



Prepared By:





Prepared for: City of Lampasas, Texas



Prepared by: International Mountain Bicycling Association
Trail Solutions Program





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ABOUT IMBA TRAIL SOLUTIONS

IMBA Trail Solutions (TS) is the international leader in developing trails, with experience in over 500 projects in North America, Europe, and Asia. Our staff excels at planning, design, and construction of trail systems that provide high-quality experiences for local riders and destination visitors while simultaneously minimizing environmental impacts.

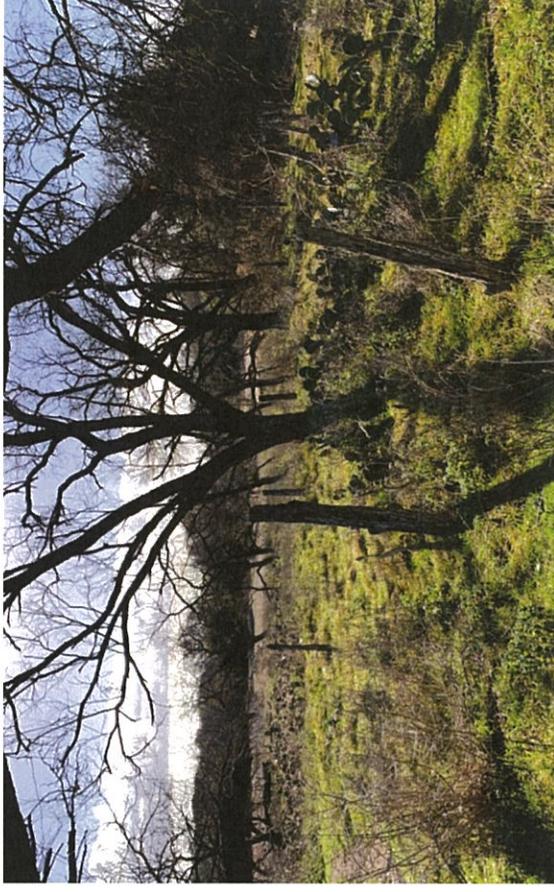
Trail Solutions is a fee-for-service based arm of the International Mountain Bicycling Association (IMBA), a 501(c)(3) nonprofit organization. IMBA's mission is to create, enhance, and protect great places to ride mountain bikes. Based in Boulder, Colorado, and with staff distributed across the country and the world, IMBA meets its goal to create great mountain bike experiences through its Trail Solutions program. Trail Solutions employs approximately twenty professional trail planners and builders. In addition to being industry professionals and exceptional mountain bike riders, Trail Solutions staff hold a broad base of applicable skills and knowledge from planning, landscape architecture, and environmental sciences to GIS systems, CAD, and graphic design.

Our wealth of experience has allowed us to develop the gold standard guidelines for the creation of both sustainable and enjoyable singletrack trails. These guidelines have influenced all major federal land management agencies and a large number of state and local parks departments. We pride ourselves on the positive experiences Trail Solutions has provided to the millions of active trail users around the world and on the economic independence that communities have achieved through the development of destination trail systems.



PROJECT BACKGROUND

Trail Solutions was contracted to assess the recreational trail development potential of lands near the 580 Sports Complex, and create a concept plan to develop trails and amenities optimized for mountain biking alongside other uses. The conceptual trail plan showcases the natural beauty of the landscape and has been designed according to IMBA's own sustainable trail design guidelines. The existing and proposed trails and amenities work to create a trail network that entices mountain bikers, hikers, runners, dog-walkers, and other visitors to explore and enjoy the underutilized southern portion of the 580 Sports Complex property. This document outlines the goals of the project, recommends construction methods, and advises next steps for implementation. A construction cost opinion with phasing recommendations is also provided as part of this effort. Those details can be used during subsequent steps in the design and implementation process.



Each trail system should, of course, include a variety of trails. One way to include numerous types of trails is to have shared-use trails at the beginning of the network near parking lots, with preferred-use trails branching off farther along. The number of trails designated for each mode of travel should be based on the habits and needs of the user groups being managed.

#2 Develop a trail network that provides visitors with opportunities for skill progression

Successful trail systems appeal to users of varying ability and provide opportunities for the community to progressively build skills. Skills development zones allow for calculated risk taking in an modulated environment where users can experience features for the first time in a controlled environment before taking to the trails. The proposed conceptual alignments are designed to allow users to access the entire site regardless of skill.

PROJECT GOALS

#1 Provide desirable experiences for diverse array of park visitors

The proposed trail network takes into consideration the needs and desired experiences of hikers, runners, and mountain bikers. Oftentimes, hikers will be looking for the fastest route to the destination or attraction and will prefer travel efficiency with stairs, tight switchbacks, and short distances. Runners may be looking for long distance trails and challenging grades to improve fitness. On the other hand, trails for mountain bikers might be designed to be fast and flowing through open terrain, with swooping turns and rollers. Visitors will be drawn to routes that match their desired experience.

#3 Introduce new mountain bike experiences

In addition to traditional singletrack, today's mountain biker is looking for purpose-built trails that optimize the riding experience. A mountain bike-optimized trail is constructed with features to enhance the riding experience. Features may include rock gardens, berms, grade reversals, cambered turns, and modest jumps. They should be designed for a range of users from beginner to advanced skill levels.

In order to progressively build skills necessary for more difficult trails, cyclists are looking for features to increase bike handling and balancing skills. Technical trail features (TTFs), such as wooden rollers, bridges, log skinnies, etc. provide the challenge and skill-building opportunities that cyclists are seeking. These features can be located on a designated skills trail or can be provided on the side of trails as optional features. Adequate space must be provided to allow riders to exit the feature and gradually merge with the main trail and other riders.

In addition to trails, bike-specific recreational amenities, such as tot tracks, bike playgrounds, and pump tracks serve diverse ability levels and interests of mountain bikers. Space for such amenities have been conceptualized on just east of the maintenance building and in the south east corner where future access to the site is possible via an easement from County Road 1025.

#4 Create a potential NICA training and race venue

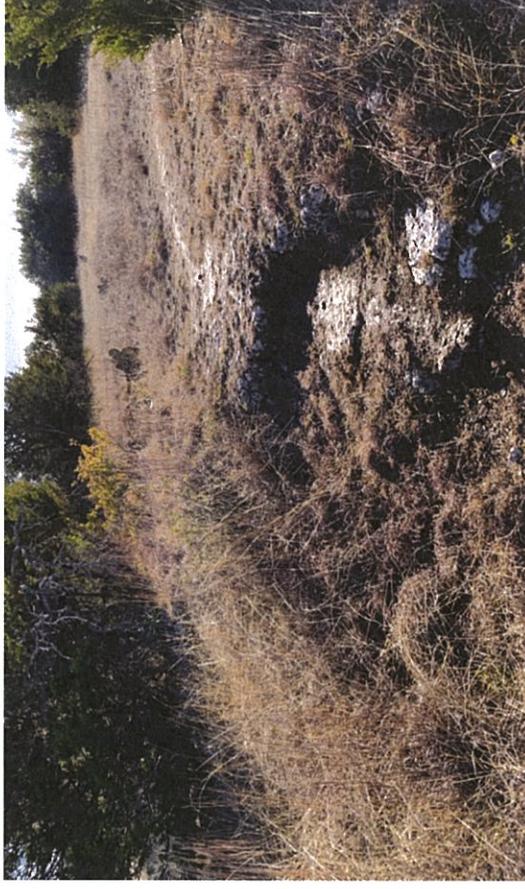
Being centrally located within the state of Texas, Lampasas has the potential to be an ideal location to host race venues for NICA (National Interscholastic Cycling Association) events. The 580 Sports Complex currently has the supporting infrastructure to host high volume tournaments for field sports. This infrastructure combined with a well-developed trail network would provide an excellent race venue.



EXISTING CONDITIONS

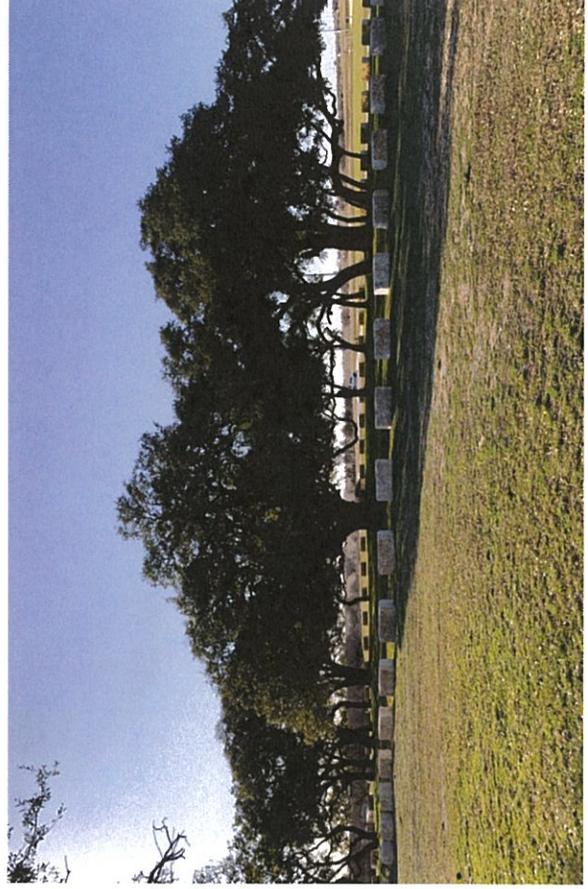
The 580 Sports Complex.

The site is a 185 acre park owned by the City of Lampasas, TX. 45 acres have existing programming – they have been developed for field sports, rodeo grounds, maintenance shop, and parking. The remainder of the site is undeveloped. The park was opened in early 2011, and is located off Farm-to-Market Road/Texas State Highway 580 West. This sports complex is large enough to accommodate large crowds of spectators and hosts many events including youth baseball, youth soccer, youth softball, and adult softball. The city has a twenty-five year plan for the sports complex which means that it will continue to grow, develop, and offer more opportunities for Lampasas residents and visitors.



Existing Trails

There are approximately 3 miles of graded road beds winding through the site. These corridors are utilized primarily by hikers and runners. There are also approximately 4 miles of recently user-built trails primarily intended for mountain bike use.



Landscape and Habitat

The site is unique in that it exists in a small ecological subdivision of the Edwards Plateau called the Lampasas Cut Plain. The Lampasas Cut Plain has a mesa-type topography with wide lowlands intervening between the mesa uplands. The flat-topped mesas are capped with hard limestones, the edges of which are margined by a typical rim-rock vegetation. The site contains ephemeral wetlands and three drainages. The gentle character of the terrain allows for straightforward construction of sustainably built drainage crossings and trail tread.

TRAIL CONCEPTS

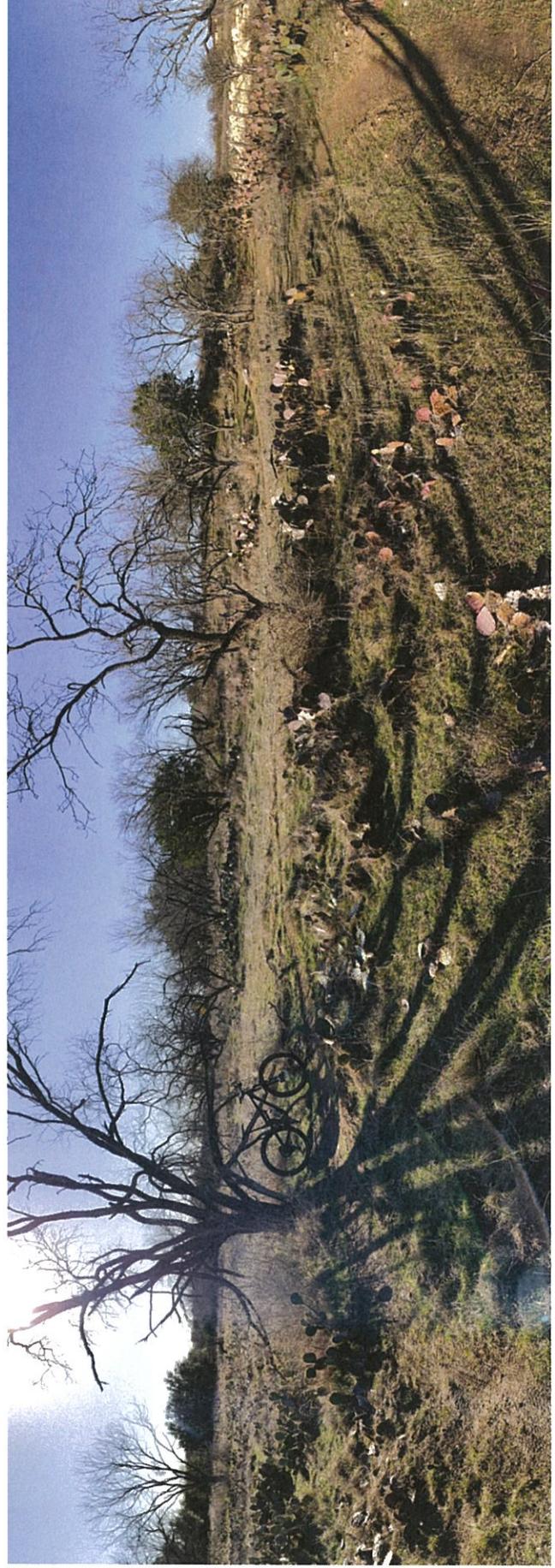
The trail concept plan envisions just over 6 miles of new singletrack trail. There are 3 miles of traditional style shared-use single track that weave throughout the extent of the property to give users a sense of immersion and glimpses of the unique terrain on site. There are 2.2 miles of mountain bike optimized style singletrack to introduce use-specific trails to the community. A 0.3 mile technical trail traverses the eastern boundary of the property making use of the unique rocky nature of this area of the site.

A 0.6 miles bike optimized loop with alternative skills development features is located in the north east corner of the site. The loop should include approximately 10 unique prefabricated elevated bike skills features, large boulders that allow riders to practice their balance, as well as dynamic trail sections featuring dirt rollers and berms. Another 0.3 mile

skills trail navigates through a material stockpile, utilizing the unique rocky terrain to introduce rugged features to riders looking for added challenge.

Planned adjacent to the primary skills trail is a skills development zone where prefabricated and natural surface features are introduced to allow users to progressively build confidence and skills on their bikes before hitting the trails. These new alignments accommodate a diverse range of usership, utilizing the terrain to make the most of the users experience.

Planning for future connection, Trail Solutions has highlighted an easement in the south east corner of the site that would allow community members riding their bikes from town to utilize County Road 1025 rather than the more heavily trafficked HWY 580. Land use agreements may be necessary to use this easement. As this connection materializes, a second skills development zone can be implemented at this entry point.







580 Sports Complex - Lampasas Texas

Segment	Style	User	Direction	Length (Feet)	Length (Miles)	Notes
101	TRD	Hike/Bike	Bidirectional	3805	0.7	Shared use trail that provides access from existing trail head loop around toward the western property edge where riders are connected with four bike optimized descent trails.
400	TEC	Bike	one-way	2133	0.4	Bike optimized trail that traverses the rocky, technical terrain along the eastern property edge. This trail is design to be ridden south to north, and will be designed to both leverage existing technical features and new features.
102	TRD	Hike/Bike	Bidirectional	2329	0.4	Shared use trail brings riders around the wetland view area on site and provides trail network access from the existing western parking lots.
300	SKL	Bike	Bidirectional	3108	0.6	Bike optimized loop with alternative skills development features. Frequency of intermediate and advanced skills features should occur every 200 feet.
203	MBO	Bike	one-way	2727	0.5	The southern most bike optimized flow trail.
103	TRD	Hike/Bike	Bidirectional	3604	0.7	A traditional shared use trail designed to connect through the center of the park and provide an alternative to the bike optimized flow trails.
200	MBO	Bike	one-way	2707	0.5	Bike optimized flow trail.
202	MBO	Bike	one-way	1995	0.4	Bike optimized flow trail.
201	MBO	Bike	one-way	2501	0.5	Bike optimized flow trail.
106	TRD	Hike/Bike	Bidirectional	2717	0.5	Shared use trail that connects the primary skills development zone with the future trail access easement and skills development zone in the south east corner of the site.
301	TEC	Bike	Bidirectional	2643	0.5	Technical trail for more advanced riders that utilizes an existing bike trail through a material stockpile.
100	TRD	Hike/Bike	Bidirectional	1738	0.3	Shared use loop around the primary skills development area.
104	TRD	Hike/Bike	Bidirectional	2643	0.5	Shared use trail along the western edge of the sites main drainage.
105	TRD	Hike/Bike	Bidirectional	2717	0.5	Connector trail the allows used to link together technical and skill centric segments or connect quickly to the main parking area from the eastern property edge.

Total Conceptual Length: 37,367 7.08

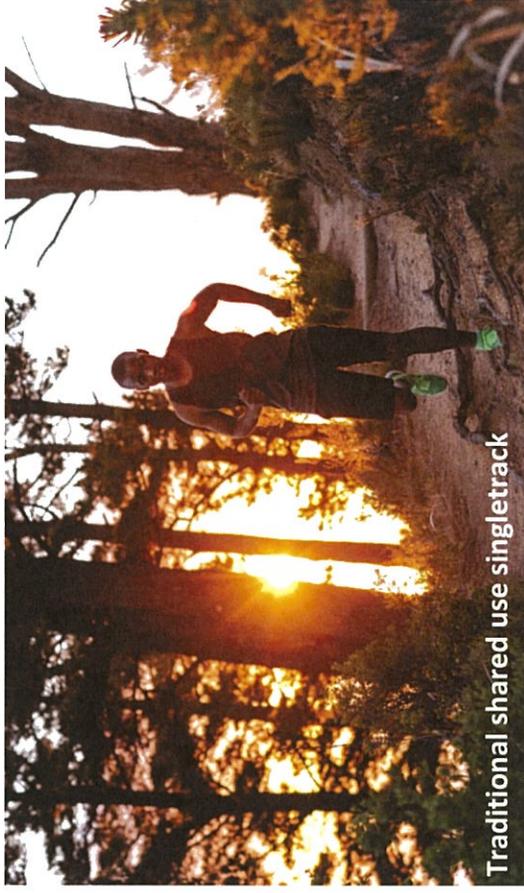
Proposed Trail Types

Traditional Shared Use Singletrack

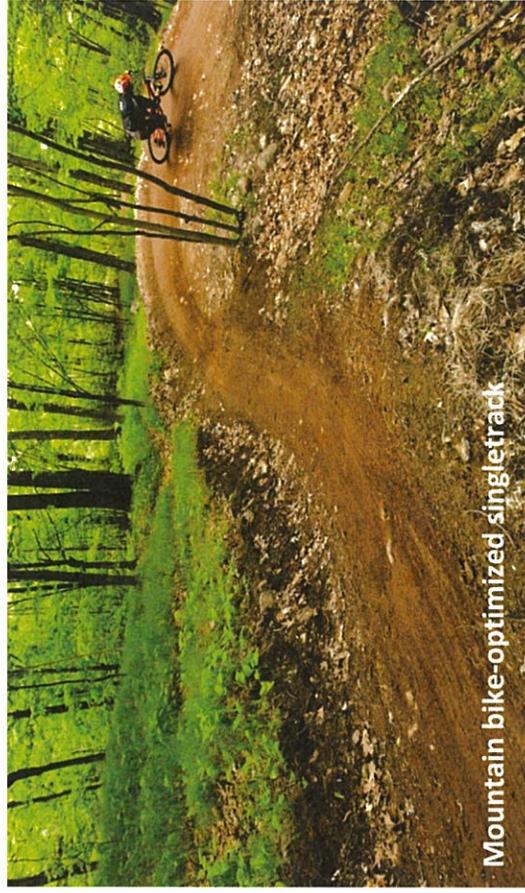
These trails can serve walkers, hikers, runners, and cyclists. They are constructed and maintained according to sustainable trail construction practices and employ techniques that minimize user conflict. As all user types travel these routes, care should be taken to avoid obstacles such as jumps, rollers, or water bars which may lead to an undesirable trail experience for an allowed user type. Turns are constructed sustainably but are not cambered like bike-optimized turns that improve cornering traction. Keeping trail grades within certain ranges ensures both a positive trail experience for users and proper stormwater drainage with minimized erosion.

Mountain Bike-Optimized Singletrack / Flow Trails

These trails are purpose-built to optimize the experience of riding a mountain bike. The trails can either be unidirectional or bidirectional depending on the type of trail, preferred circulation of users, and management decisions. This type of trail is constructed with features such as rock gardens, berms, grade reversals, cambered turns (typically wider than turns on traditional singletrack trails), and modest jumps. These trails should make use of gravitational forces and, where possible, be managed to enhance trail flow for descending riders. They should be designed for a range of users from beginner to advanced skill levels. Optional advanced features can be located along the side of the trail to provide challenges for intermediate and advanced riders. This allows many skill levels to experience the full trail mileage, while providing for skill progression within a smaller trail footprint.



Traditional shared use singletrack



Mountain bike-optimized singletrack

IMPLEMENTATION

Development Considerations

Construction

For the development of all trails and bike facilities in this plan, Trail Solutions recommends that a trail industry professional (with an excellent portfolio of construction projects) field flag specific trail features, construct the trails and bike-optimized facilities, and provide training for city staff and volunteers. When retaining a professional trail building firm, we recommend engaging a qualified construction manager experienced with mountain bike trail development as a “client rep” to provide oversight during the construction progress, perform inspections, and provide quality assurance services.

Proposed Tread Construction Methodologies

Traditional Trail / Fully-benched Trail

All of the proposed traditional trails are shared-use trails for hikers, runners, and mountain bikers. The trails follow a rolling-contour design to be developed according to sustainable trail guidelines. All traditional trails are recommended to be fully-benched, where the total width of the trail tread is excavated out of the slope, and the resulting trail tread contains no compacted fill material.

Mountain bike-optimized Trail / Fully benched Trail

Mountain bike-optimized trails will include rollers, berms, and other features to enhance the mountain bike experience. The downhill flow trails are best managed as single direction and single use for mountain bikes. Implementation of fully-benched trail construction will result in a stable and long-lasting surface

Mountain bike-optimized / Lift and Tilt

In areas of low-lying terrain, “Lift and Tilt” construction will be needed to provide a well-drained, long lasting, and durable riding surface. The build



team will utilize excavated fill to lift the trail surface above the natural grade and shape the trail with rollers and grade reversals to ensure that water properly sheds away from the tread surface.

Necessary Amenities

The addition of mountain bike-optimized trails at 580 Sports Complex will attract mountain bikers throughout the region. More visitors will necessitate the development of expanded parking areas and new amenities. Additional parking is recommended along the initial entry drive. The existing parking areas should be expanded to increase the amount of available parking.

In addition to parking areas, restrooms, water fountains, changing stations, bike repair stations, informational signage, seating areas, and other trailhead amenities welcome visitors while enhancing the park and trail experience.

At trailhead locations, an interpretive kiosk with a trail system map should be provided to orient new visitors with educational content, route planning information, any necessary safety information, user etiquette, and park rules. Please see the Signage section included in Appendix A for more information on recommendations. In addition, we recommend a bike workstation to provide riders with a place to inflate tires and perform minor repairs. This is especially important for users who may not have the resources to make personal investments on tools or maintenance for their bikes. Shade structures, tables, and seating areas are recommended to provide places for users to meet, enjoy a picnic, or gather for an event.



Construction Cost Opinion

580 Sports Complex: Cost Opinion

Trails: Traditional / Skills

Segment	Recommended Phase	Type	Length (ft)	Low Range	High Range
100	2	Traditional	1381	\$9,396	\$11,275
101	2	Traditional	3764	\$22,602	\$27,122
102	2	Traditional	2368	\$15,724	\$18,869
103	2	Traditional	3560	\$26,880	\$32,256
104	2	Traditional	2118	\$13,649	\$16,379
105	2	Traditional	204	\$1,222	\$1,466
106	2	Traditional	2695	\$16,723	\$20,067
300 Beginner Skills (with features)	1	Skills	2860	\$61,230	\$73,476
301 More-Difficult Skills (with features)	1	Skills	1321	\$33,966	\$40,759
			20,271	\$201,391	\$241,669

Trails: Mountain Bike Optimized / Technical

Segment	Recommended Phase	Type	Length (ft)	Low Range	High Range
200	2	MTB Optimized	3116	\$60,066	\$72,079
201	2	MTB Optimized	2759	\$48,047	\$57,656
202	2	MTB Optimized	1942	\$33,417	\$40,100
203	2	MTB Optimized	3704	\$75,304	\$90,365
400	2	Technical	1632	\$25,672	\$30,806
			13,153	\$242,506	\$291,007



580 Sports Complex: Cost Opinion

Bike Park Amenities

Feature Type	Recommended Phase	Low Range	High Range
Paved Tot Track (3,500 - 4,000 SF)	1	\$120,000	\$144,000
Paved Pump Track (5000 - 7000 SF) with site grading	1	\$262,500	\$315,000
Future Skills Development Area - (3000 SF)	3	\$90,000	\$108,000
		\$472,500	\$567,000

Design / Training

Trail Design - Field Delineation and Marking of Trail Corridors	\$24,000	\$28,800
Preparation of site development plans and bid documents	\$50,000	\$60,000
	\$74,000	\$88,800

Other Implementation Costs

Construction Administration / Quality Assurance Services	\$25,000	\$30,000
Permitting	\$20,000	\$24,000
Mobilizations (3 round-trips for team members and equipment)	\$25,000	\$30,000
Informational Kiosks	\$35,000	\$42,000
Park Wayfinding	\$25,000	\$30,000
Bike Park Feature Signage	\$40,000	\$48,000
Trail Signage	\$35,000	\$42,000
	\$205,000	\$246,000

Subtotal	\$1,195,396	\$1,434,475
10% Contingency	\$119,540	\$143,448
Grand Total	\$1,314,936	\$1,577,923



580 Sports Complex: Phase Summary

Phase	Phase Elements	Cost Range
Phase 1	Segments 300: Skills Loop (0.5 mi) (10 Features) Segment 301: Skill Trail (0.3 mi) (6 Features) Paved Tot Track (3,500 - 4,000 SF) Paved Pump Track (5000 - 7000 SF) with site grading	\$571,000 - \$685,000
Phase 2	Segment 100 : Traditional (0.3 mi) Segment 101: Traditional (0.7 mi) Segment 102: Traditional (0.4 mi) Segment 103: Traditional (0.7 mi) Segment 104: Traditional (0.4 mi) Segment 105: Traditional (0.04 mi) Segment 106: Traditional (0.5 mi) Segment 200: Mountain Bike Optimized (0.7 mi) Segment 201: Mountain Bike Optimized (0.5 mi) Segment 202: Mountain Bike Optimized (0.4 mi) Segment 203: Mountain Bike Optimized (0.7 mi) Segment 400: Technical Trail (0.37 mi)	\$442,000 - \$530,000
Phase 3	Future Skills Development Area - (3000 SF)	\$183,000 - \$220,000

Permitting Considerations

Trail construction projects must meet a wide variety of regulatory requirements. As this conceptual trails plan is implemented, obtaining permits ensuring following the local, state, and federal laws; and importantly, that we as trail builders and visitors are good stewards of the land. People seek trails for all kinds of reasons, but a priority reason among most visitors is to enjoy nature. Mass disturbance, erosion, and sedimentation not only impact our environment, water quality, flora and fauna; they are unsightly and if not mitigated will create a trail which visitors no longer want to visit.

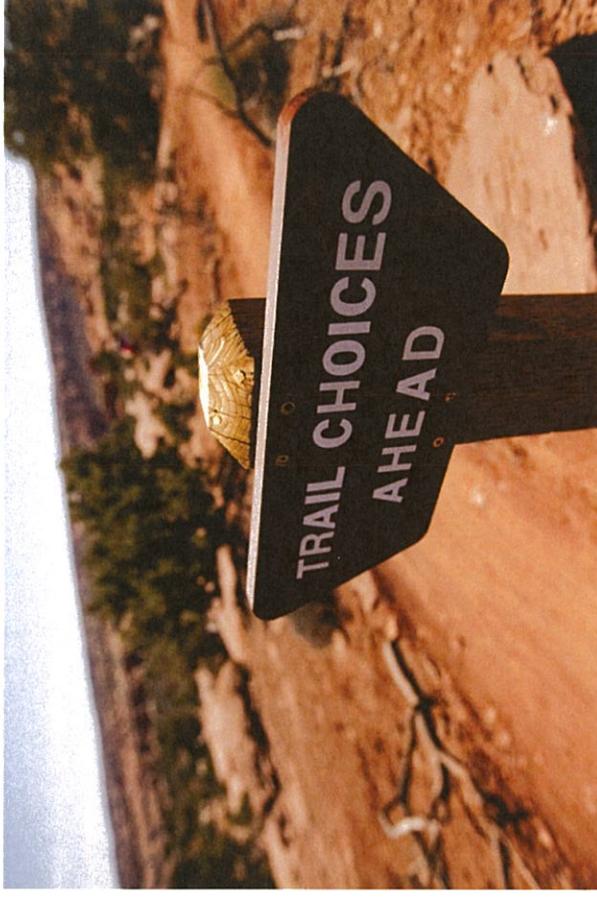
This section provides a brief breakdown of anticipated permitting needs for this project. It is important to note: this list is general in nature and is intended to provide high-level planning for future trail development phases. Both landscape features and funding sources are key determiners of permitting needs, and should be identified during the design phases to ensure relevant permitting is completed

Clean Water Act – Sections 401 and 404

The Texas Commission of Environment Quality (TCEQ) is responsible for the 401 Certificate, required to ensure projects comply with water quality criteria of the state. Section 401 permitting is only required if triggered by another federal discharge permit, such as Section 404.

Section 404 of the Clean Water Act (CWA) establishes a program to regulate the discharge of dredged or fill material into waters of the United States, such as streams, rivers, and wetlands. Section 404 permits are issued by the Army Corps of Engineers District. TCEQ has developed a tiered system of review for all individual Section 404 permit applications based upon project size and the amount of state water affected. The extent of 401 certification review will vary between the different tiers, as well as the type of wetland affected.

Determination of the drainages and wetland on site should be sought, to determine if applicable permitting is required.



Clean Water Act – Section 402

Construction stormwater management is managed through the National Pollutant Discharge Elimination System (NPDES) permit program, authorized by Section 402 of the Clean Water Act. NPDES permits are issued by TCEQ. The purpose of NPDES permits, in light of construction, is to control the discharge of unmanaged stormwater associated with earth disturbance into streams, rivers, and other waterways. Disturbance of more than 1 acre triggers NPDES construction permitting.

Section 402 of the Clean Water Act will require a stormwater pollution prevention plan (SWPPP) and a notice of intent filed with the state to begin construction. This is due to more than 1 acre of disturbance through trail construction and potential trailhead construction.

Environmental and Cultural Review

Depending on funding sources, various levels of review may be required. For instance, Recreational Trails Program (RTP) grants will require environmental and historical reviews compliant with the National Environmental Policy Act due to use of Federal Highway Administration funds. Reviews may occur for federal or state listed threatened and endangered species, in conjunction with state historical preservation offices or for other unidentified reasons. Other grants or funding sources may require similar, less, or more review during the design phases prior to construction. It is possible that consultation with United States Fish and Wildlife Service will be required depending on final funding source and scope of construction.

City and County Grading Permits

Many municipalities have permits for earth work or grading separate from a building permit. The City of Lampasas requires a Grading Permit Application be submitted for any projects disturbing any amount of earth according to Frank Ellett – local building official. This application PDF can be found on the Building and Planning page of the City of Lampasas website. <https://www.lampasas.org/118/Building-Planning>.
fellett@cityoflampasas.com



Programming and Events

To fully activate and create a community around outdoor recreation and mountain biking, certain programming is necessary. The trails could be programmed with guided and interpretive hikes and outdoor education. Mountain bike skills clinics and/or scheduled and guided rides can be provided to help introduce the sport to new riders and help them improve skills. Having scheduled volunteer days keeps the community engaged, invested in their local trails, and helps improve the conditions of the trails while reducing the maintenance workload of land managers. Many times, local clubs and bike shops will schedule weekly rides that can be tailored for beginners, intermediate, or advanced riders. These rides encourage mountain bikers to connect with the local riding community.

Riding or running races, charity events, and bike festivals would greatly attract riders. Hosting a race regularly can attract visitors year after year. Events and programming could help keep visitation numbers high throughout the year.

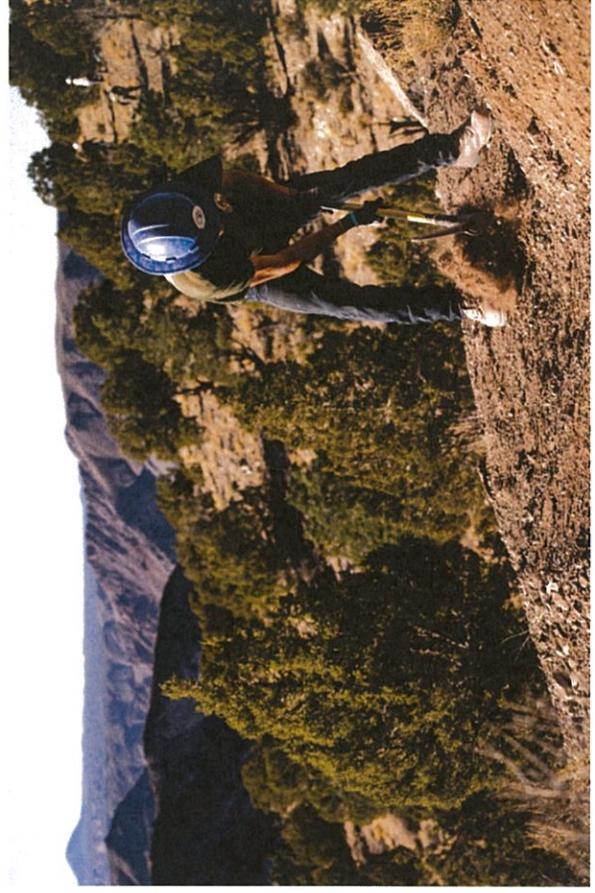
The site has strong potential for NICA (National Interscholastic Cycling Association) training and events. See the “Future Development” section for additional detail



Maintenance

Trails should be managed according to recommended difficulty guidelines, trail type guidelines, and respective trail narratives. Maintenance is an ongoing cost and should be included in annual budgets. Typical annual cost for traditional and mountain bike-optimized trails are 10%-15% of the installation cost, and gravity trails can be closer to 20%-25% of the construction cost. Some of the annual maintenance for all trails can be performed by adequately managed and trained volunteers. These tasks will include corridor trimming, downed tree removal, general clean up (branches, leaf litter, etc.), and minor drainage work.

Professional assistance will occasionally be required. The frequency will depend upon ongoing maintenance as well as weather patterns and use. Typically for most trails, professional maintenance will be required every 10-20 years and will involve small reroutes, major drainage work, or other large tasks. Mountain bike optimized trails can be expected to need professional help every 5-10 years as trails wear through weather and use. This will typically come in the form of rebuilding large dirt features and upgrading trails to provide slightly new experiences that help continue to draw regional riders, give locals something new, and help all riders progress in their skills. Increasingly, destination mountain bike trail systems are funding and hiring part- or full-time staff to provide maintenance to trail systems. Ensuring a quality, consistent riding experience is key to attracting visitors and keeping a local riding community satisfied and growing.



APPENDIX A: GENERAL TRAIL PLANNING AND DESIGN CONCEPTS

The following are guidelines for the construction and maintenance of trails. The natural environment is dynamic and unpredictable. The nature of recreational trails and roads, the desired user experience, and the constant forces acting on natural surface trails and roads make strict standards untenable and undesirable. As such, the guidelines below are simply that: best management practices that should be followed within environmental constraints.

Trail System Design

Mountain Bike-Optimized Trails and Preferred Direction Trails

Mountain bike-optimized singletrack trails are designed and constructed to enhance trail experiences specifically for mountain bikers. Mountain bike-optimized trails might differ from traditional trails in several ways: enhanced tread shaping, directional or one-way travel, and the addition of man-made technical trail features (TTFs). Bicycles move differently along a trail than other modes of transportation. The movement of the wheel, the use of gravity and friction, the transfer of energy from the rider to the wheel – these offer both opportunities and constraints for trails and trail features that may differ from those of other users.

Mountain bike-optimized and one-way trails that harness gravity are a growing area of interest for mountain bikers. These trails can be designed and built at any level, from beginner friendly flow trails to extremely difficult race-oriented downhill trails. Riders cherish the feeling of flight that a bicycle provides while coasting through a succession of bike-optimized features from top to bottom. A consistent trail is not necessarily a boring or easy trail (though it can be), it's one that is designed such that a preceding section of trail prepares users for the subsequent sections. This is a hallmark of flow trails and can be particularly important for beginner trails, as well as for higher speed trails with gravity features, such as jumps and drops.

As trail systems grow and become congested, one-way trails help to take the pressure off popular shared-use trails. Riders looking for speed, thrill, and challenge will have their own designated areas, and users travelling at slower speeds will have their own trails. Well-designed mountain bike-



optimized singletrack and gravity singletrack are exciting for mountain bikers but are also designed to help manage risk and minimize user conflict.

Rolling Contour Design

Providing consistent climbs and extended descents is a design priority. Trails may contour gently up or down for consistent lengths to maximize climbs and descents. This is known as rolling contour design. All shared-use trails should be of rolling contour design to minimize impact and sedimentation in the watershed.

Stacked Loops

A stacked-loop system is a series of loops somewhat like links in a chain. The loops can vary in length and difficulty. In a stacked-loop system, the loops that are closest to the trailheads are more inviting to novice riders, and the loops further out cater to more advanced riders. This creates a progression of experiences and challenges as users explore the trails in more depth.

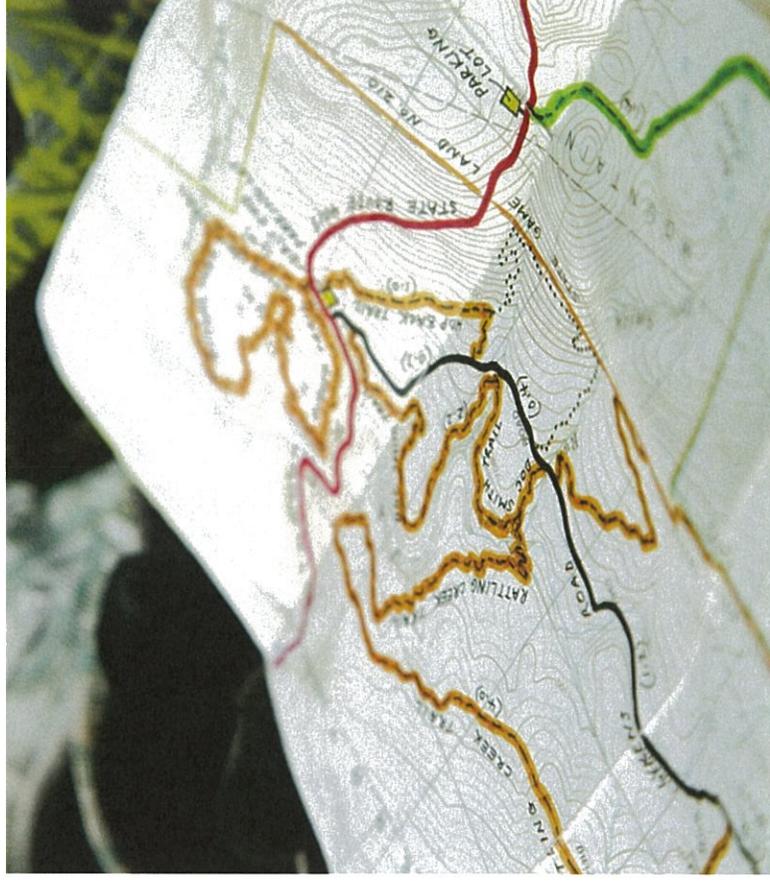
Progressive Hubs and Clusters

A trail system of hubs and clusters looks more like spokes radiating out from a central junction and intersecting at various points. A trailhead or major intersection is a hub. A cluster is a concentration of trails radiating out from the hub. Like a stacked loop system, hubs and clusters are designed with skill level progression in mind. Hubs and clusters give users more trail options for varying skill levels at each hub, allowing for skill level diversity. At many intersections, riders have the option to change trail difficulty or continue on the same difficulty level.

With progressive trail features, a mountain biker may become a better rider by gradually moving up in trail difficulty. This practice also spreads out visitors and helps reduce trail user conflict. This is also a proven risk management tool. Signage shows difficulty levels at every hub and wherever necessary in the trail system to help users choose trails based on their skill levels and desired experience. Giving riders the option to warm up before hitting more technical segments provides a level of safety in the system.

Loops and clusters are often favored over out-and-back routes because they offer variety. People love the adventure of starting down one path and returning to the same point by way of a different trail. With loops or clusters in a trail system, visitors can choose a short route, a combination of routes, or a long outer route.

Progressive design and construction also allow users of different levels to ride the trails in the same system, so families and groups can enjoy being together in one place and riders can find a trail that matches their skills and progress.



Trail Difficulty Rating System

In order for a trail system to provide the varied riding experiences and skill progression which trail users seek, the trails must be built to provide relatively specific challenges and riding characteristics. For the purposes of this conceptual trail plan, the difficulty rating system has been simplified into three levels:

- Easiest Trails, Green Lines (green circle) – For beginners, these trails have a smoother and wider tread, lower trail grades, and less exposure to fall risks.
- More Difficult, Blue Lines (blue square) – For intermediate riders, these trails can be steeper, more technically difficult, or longer.
- Very to Extremely Difficult Trails, Red Lines (black diamond or double black diamond) – For advanced riders, these trails offer a combination of difficult trail tread, technical features, and long distances for those looking for challenge and endurance-oriented experiences. Generally, they have significant exposure and have less predictable surfaces.

This system was adapted from the International Trail Marking System used at ski areas throughout the world. Many trail networks use this type of system, most notably resort-based mountain biking trail networks. The system applies well to mountain bikers and is also applicable to other visitors such as hikers and equestrians. These ratings should be posted on trail signage and in all maps and descriptions. Following is a summary of criteria to be considered when implementing a trail rating system.

Tread Width

The average width of the active tread or beaten path of the trail.

Tread Surface

The material and stability of the tread surface is a determining factor in the difficulty of travel on the trail. Some descriptive terms include hardened (paved or surfaced), firm, stable, variable, widely variable, loose, and unpredictable.

Trail Grade (maximum and average)

Maximum grade is defined as the steepest section of trail that is more than approximately 10 feet in length and is measured in percent with a clinometer. Average grade is the steepness of the trail over its entire length. Average grade can be calculated by taking the total elevation gain of the trail, divided by the total distance, multiplied by 100 to equal a percent grade.

Natural Obstacles and Technical Trail Features

Objects that add challenge by impeding travel. Examples of natural obstacles include rocks, roots, logs, holes, ledges, drop-offs. The height of each obstacle is measured from the tread surface to the top of the obstacle. If the obstacle is uneven in height, measure to the point over which it is most easily ridden. Technical trail features are objects that have been introduced to the trail to add technical challenge. Examples include rocks, logs, elevated bridges, teeter-totters, jumps, drop-offs. Both the height and the width of the technical trail feature are measured.



Trailheads

Well-placed trailheads and parking lots contribute to a successful trail system. Trailheads should be located in areas of lower elevation, as most trail users prefer outbound climbs with inbound descents back to the parking area. This also helps mitigate risk by allowing fatigued riders an easier route back to their starting point. This is especially true for mountain bikers, and necessary for families and beginners. Trailheads should offer information useful for the trail users, including trail maps, location information, emergency contact details, and volunteer information.

Sustainable Trails

A sustainable trail balances many elements and is designed to have little impact on the environment. Sustainable trails resist erosion through proper design, construction, and maintenance and blend with the surrounding area. A sustainable trail also appeals to and serves a variety of users over many years. It is designed to provide enjoyable and challenging experiences for visitors by managing their expectations effectively. Following sustainable trail design and construction guidelines allows for high-quality trail and education experiences for users while protecting the land's sensitive resources. For additional trail design, construction, and maintenance techniques, refer to *Trail Solutions: IMBA's Guide to Building Sweet Singletrack*. These guidelines are appropriate for any hike, bike, or equestrian trail.



Signage

The development of a mountain bike trail network requires the development of a comprehensive system of signs. Signs are the most important communication tool between land managers and trail users. A well-implemented and maintained signage system enhances the user experience by helping visitors navigate the trail network and providing information about the area. Signage also plays a critical role in managing risk and deploying emergency services.

Recommended signage for the trails should be simple, uncluttered, and obvious with a sign at every major intersection to help users stay on track. Signs should meet the needs of all users, from the daily trail user to someone who is experiencing the trails for the first time. In order to serve the variety of visitors, sign placement should be strategic and frequent. Because signs can intrude on the natural outdoor experience, too much signage can be unsightly. Balancing competing interests is key to developing a successful signage program.

Sign Types

A variety of signs can be created to help users identify trails and their location, select routes, remain confident in their trail choices, find destinations and key points of interest, and understand regulations and allowed uses. Signage can also be interpretive, helping visitors learn about responsible recreation, trail etiquette, and resource protection, as well as how to reduce risk and hazards.

Informational signs

Usually positioned at the trailhead and major intersections, informational signs provide details such as trail length and difficulty. These include signs that identify a trailhead from a road, signs at a trailhead kiosk, trail intersection signs, waypoints, difficulty rating signs, and trail length or elevation gain and loss signs.

Regulatory signs

These types of signs delineate rules, such as prohibited activities, direction of travel, or other restrictions.

Directional signs

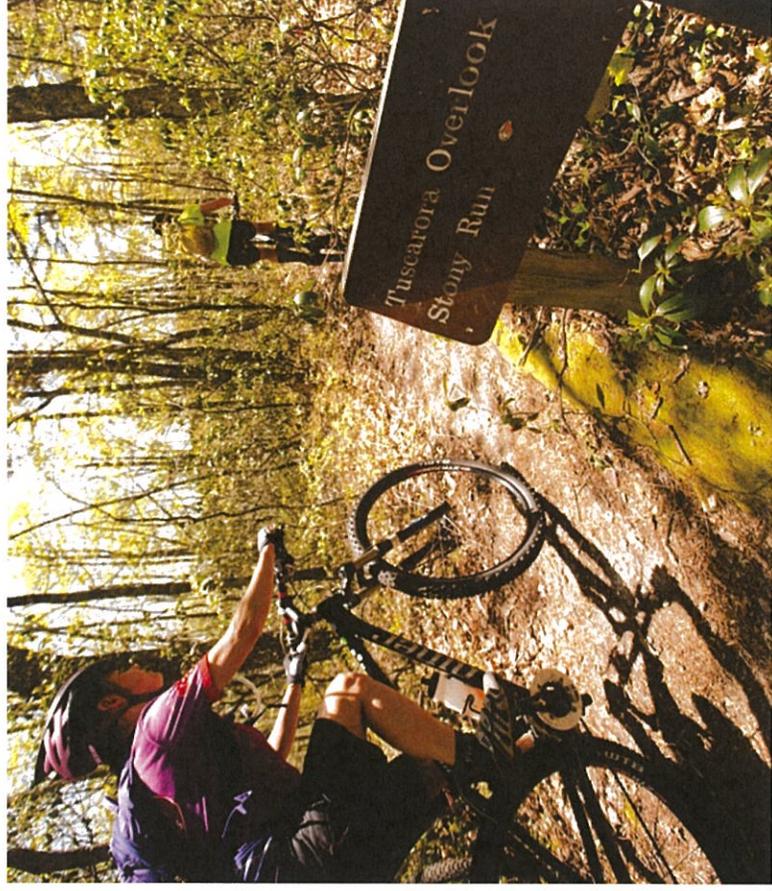
Directional signs provide navigational information.

Warning signs

Often incorporating highly visible designs, these signs warn trail users of upcoming hazards or risks. These include visitor rules and regulations, allowed activities, road and trail intersections, and emergency signs.

Educational signs

Educational signs can provide a variety of information for trail users, such as guidelines for responsible recreation, descriptions of natural or cultural resources, trail etiquette, and bike skills.



APPENDIX B: BENEFITS OF MOUNTAIN BICYCLING TRAILS

Promoting Active and Healthy Lifestyles

The benefits of mountain biking may start on the trails, but they don't end there. Learning to ride a bike is a rite of passage. Bikes and the sport of mountain biking provide a multitude of opportunities to teach children valuable lessons that will carry into adulthood.

Obesity is at a high, while activity levels among Americans are plummeting. With its progressive nature and way of stimulating the senses, mountain biking is appealing, especially to youth, and provides an excellent form of recreation for reversing the trend toward poor health. Since riding a bike provides excellent cardio conditioning, improves strength and coordination, and burns several hundred calories an hour, it is an activity as appealing to parents as it is to kids.

The unstructured play that mountain biking provides inspires people to explore and appreciate the natural world, leading to positive associations with outdoor activities and exercise.

Mountain biking allows individuals to advance at their own pace, so kids looking for a challenge can have just as much fun as children who are more interested in exploring the scenery. Riding in nature provides an environment where children can work on their skills, have fun, and pedal their bikes without parents having to worry. Mountain biking is a cross-generational endeavor, accessible to all ages and levels of physical fitness. Going for a trail ride is an excellent way for parents to do more than support their children's activities, it's a way to share the experience. Every ride is an opportunity to create a healthy lifestyle and pass on lessons that are best learned through experience.

Several studies on physical activity have indicated that proximity to recreational facilities, such as trails, is a predictor for physical activity.

Simply put, if there are walking and biking trails nearby, then residents are more likely to use them and therefore be healthier. Physical health and exposure to nature also benefit mental health, reducing stress and increasing happiness. In addition, individual and community health translate to economic benefits by decreasing health care costs.



Contributing to Economic Growth

A well-designed trail system can stimulate economic growth by increasing activity within the local population as well as attracting visitors from outside. Trails can generate business in retail sales and services, support jobs, provide sustainable growth in rural communities, and produce tax revenue. Access to trails also correlates to a higher quality of life, thus making the community more desirable and capable of attracting new businesses and workers to an area.

IMBA assists local communities in increasing mountain bicycling tourism as a sustainable, renewable source of economic development. A mountain biking destination is one that attracts tourists to an area for the benefits of the mountain biking experience; provides visitors with all of the amenities needed to compliment, ease, and enhance their visit; and in turn creates word of mouth about the community that will draw new and repeat visits.

According to the Outdoor Industry Alliance, mountain bicyclists represent approximately 3.4% of the U.S. population, or nearly 10.6 million participants. IMBA's own research indicates that enthusiasts, who represent a portion of this overall number, travel extensively within a four-hour range and will typically devote one week per year specifically to travel to reach mountain bicycling destinations. Same-day visitors spend approximately \$35 per day in local communities while destination visitors spend closer to \$193 per day (due in part to lodging and increased meal purchases).

While mountain bicyclists are certainly willing to travel to ride, they will only do so if their destination contains a key ingredient: high-quality trails. These trails must be of a sufficient length and contain a variety of experiences, such as traditional singletrack, bike-optimized singletrack, bike parks, and shuttle options. The competition for these destination-quality locations is slowly increasing over time

A case study in Cable, Wisconsin, clearly illustrates how a community can benefit from offering a world-class bicycling experience. Construction of new bicycle trails in Cable resulted in:

- Increased property values.
- Increased spending on bicycle related goods.
- 35 jobs created annually, adding \$523,000 to total employee compensation.
- Nearly \$1.3 million impact related to spending from mountain bicyclists.

Fostering Community Pride and Identity

Involving community members in the planning, building, and maintaining of trails fosters community pride. In order to maintain sustainable trails, care of the trail system should be managed by local enthusiasts and rely on an organized membership base. Volunteering to help with trails provides an opportunity for area residents to connect with each other and with the terrain and land that surround them. IMBA members donate nearly one



million volunteer hours to trails throughout North America every year, making volunteerism a large part of mountain bike culture.

Trails and parks also provide informal opportunities for people to meet and interact with others in a natural setting. Connection to nature is paramount to maintaining the health of the environment and making the outdoors relevant and accessible to all. Trails serve a diverse population and cultivate unity and stewardship in the community. Trails can even revitalize blighted areas, for example, turning landfills into bike parks or gravel pits into trailheads.

Preserving Open Space

Trails make communities better places to live by preserving and creating open spaces for recreation. Greenways function as hands-on environmental classrooms for people of all ages, providing opportunities to enjoy nature close up. With its abundant plant life, open spaces can decrease pollution, protect water quality, and reduce soil erosion. Economic growth and property values are also tied to open space as buyers are generally willing to pay more for property located close to parks and open space. The recreation, health, economic, and environmental benefits of trails can contribute to an overall enhanced quality of life in nearby communities.

Encouraging Positive Recreation Use to Displace Negative Use

Without a plan, undeveloped areas are often haphazardly transformed by users creating unauthorized sites to suit their personal wants. Purposefully designing trail systems can help create diverse recreational opportunities, encourage safe use, and meet the needs of the entire community. Unauthorized trail building and dumping or other unacceptable activities can damage ecology, cause safety hazards, and leave behind debris that is both unsightly and illegal. The best way to encourage positive use is to displace negative use. A well-planned trail system can discourage and displace destructive activities with healthy recreational use that attracts visitors of all ages.



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National Police Week Proclamation

Whereas, the Congress and President of the United States have designated May 15 as Peace Officer Memorial Day, and the week in which it falls as Police Week; and

Whereas, the members of the Lampasas Police Department play an essential role in safeguarding the rights and freedoms of the citizens of Lampasas; and

Whereas, it is important that all citizens know and understand the problems; duties and responsibilities of their Police Department, and that members of our Police Department recognize their duty to serve the people by safeguarding life and property, by protecting them against violence or disorder, and by protecting the innocent against deception and the week against oppression or intimidation; and

Whereas, the Lampasas Police Department has grown to be a modern and scientific law enforcement agency which unceasingly provides a vital public service:

NOW, THEREFORE, BE IT RESOLVED that I, Mayor Misti Talbert, call upon all citizens to observe the week of **May 9-16, 2021** as **National Police Week** by commemorating and thanking our police officers, past and present, who by their faithful and loyal devotion to their responsibilities have rendered a dedicated service to their communities and, in doing so, have established for themselves an enviable and enduring reputation for preserving the rights and security of all citizens.

I FURTHER wish to extend appreciation to Chief Sammy Bailey and the Lampasas Police Department for the vital services they perform and their exemplary dedication our community.

IN WITNESS WHEREOF I have hereunto set my hand this the 10th day of May 2021.

Mayor Misti Talbert

PROCLAMATION

WHEREAS, public works services provided in our community are an integral part of our citizen's everyday lives; and

WHEREAS, the support of an understanding and informed public is vital to the efficient operation of public works systems and programs including water, sewer, streets, public buildings, and wastewater disposal, to provide these essential services to our citizens; and

WHEREAS, the health, safety and comfort of this community greatly depends on these facilities and services; and

WHEREAS, the quality and effectiveness of these facilities, as well as their planning, design, and construction, is vitally dependent upon the efforts and skills of public works officials; and

WHEREAS, the efficiency of the qualified and dedicated personnel who staff public works departments is materially influenced by the people's attitude and understanding the importance of the work they perform.

NOW, THEREFORE, I, Misti Talbert, Mayor of the City of Lampasas, do hereby proclaim the week of May 16-23, 2021 as

Public Works Week **"Building for Today, Planning for Tomorrow"**

in the City of Lampasas, and I call upon all citizens and civic organizations to acquaint themselves with the issues involved in providing our public works and to recognize the contributions which public works officials make every day to our health, safety, comfort, and quality of life.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Lampasas to be affixed this 10th day of May, 2021.

Misti Talbert, Mayor

PROCLAMATION
City of Lampasas
Lineman Appreciation Day
April 18th

WHEREAS, on January 3, 2017, the 115th Congress adopted House Resolution 10 recognizing linemen, the profession of linemen, the contributions these brave men and women make to protect public safety, and expressing support for the designation of April 18th National Lineman Appreciation Day; and

WHEREAS, the City Council of Lampasas celebrates the profession of electrical linemen and wishes to honor its Electric Department personnel for their exemplary service to the City and its citizens; and

WHEREAS, this profession demands passion, dedication and ongoing training and requires our linemen to work the lines 24 hours a day, 365 days a year, to keep the electricity flowing; and

WHEREAS, linemen are often first responders during storms working to repair broken and damaged electrical lines under hazardous conditions in order to make the area safe for other public safety heroes; and

WHEREAS, linemen play a vital role in the lives of our citizens by maintaining and growing our electrical infrastructure; and they put their lives on the line every day by working with the many dangers of high voltage.

NOW, THEREFORE, I, Misti Talbert, Mayor of the City of Lampasas hereby proclaim April 18th as "***Lineman Appreciation Day in Lampasas***" and I urge all citizens to remember the selfless work the City's linemen do each day to keep our lights on.

IN WITNESS WHEREOF, I have herewith set my hand and caused the Great Seal of the City of Lampasas, Texas to be affixed.

BY MY HAND, this the 10th day of May, 2021

Misti Talbert, Mayor

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**MINUTES 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 26, 2021
5:30 p.m. Workshop Session
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 Pro-Tem Monroe presiding.

Council Members present:

Delana Toups
Bob Goodart
Randy Clark
Cathy Kuehne
Chuck Williamson

Council Members absent:

Mayor Misti Talbert

City Staff Present:

Finley deGraffenried, City Manager
Rickie Roy, Assistant City Manager
Becky Sims, City Secretary/Zoning Administrator
Monica Wright, IT Director
Sammy Bailey, Police Chief
Jeffrey Smith, Fire Chief
Yvonne Moreno, Finance Director
Van Berry, Golf Course Manager
Mandy Walsh, Economic Development Director
Van Sims, WWW Operations Manager
Joe Schwartzner, Animal Control Officer
Kim Watkins, Pool Manager
Vicki Tower, Parks Secretary/HR Coordinator

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

1. Call to order Workshop Session

Mayor Pro-Tem Monroe called the Workshop Session to order at 5:30 p.m

2. Discussion and updates related to COVID-19 Pandemic.

Chief Smith provided the following information for Lampasas County as of April 23,2021

- Active Cases- 15
- Total Fatalities- 30
- Hospitalizations- 1
- 5,673 Lampasas County residents have received at least one dose of vaccine
- 3,854 Lampasas County residents have been fully vaccinated.

3. Discussion regarding mural on Calvert Municipal Building by Vision Lampasas

Libby Bluntzer, Vision Lampasas representative presented Council with a new mural idea for the Calvert Building. The mural selected is the Goddess of Justice; the committee felt it would compliment the Municipal Court as well as the City Council Chambers. The proposed location of the mural would be the concrete wall area in front of the designated area for handicap parking on the Main Street side of the Calvert Building. Council member Kuehne and Toups asked if there is another location in town where they could paint this mural. They are not in favor of placing a mural on the Calvert Building as it would take away from the architecture. Mrs. Bluntzer appreciates the feedback and they are ready to get back to work. Both Council member Kuehne and Toups applauded Vision Lampasas for their beautiful murals. Council recommended putting the mural on a future council agenda to discuss further and to take formal action.

4. Discussion regarding Livestock and Fowl in the City Limits of Lampasas

Police Chief Bailey and Animal Control Officer Joe Schwartzer discussed the need to create an Ordinance specific to Livestock and Fowl inside the City Limits. Currently regulatory measures fall under public nuisance specific to the following areas:

- City of Lampasas Code of Ordinances
- Sec. 10-4 Public Nuisance
 - (2) Damages the property of anyone other than its owner;
 - (5) Excessively makes disturbing noises, including, but not limited to continued and repeated howling, barking, whining, or other utterances causing unreasonable annoyance, disturbance, or discomfort to neighbors or others in close proximity to the premises where the animal is kept or harbored;
 - (6) Causes fouling of the air by odor and thereby creates unreasonable annoyance, disturbance, or discomfort to neighbors or others in close proximity to the premises where the animal is kept or harbored;
 - (7) Causes unsanitary conditions in enclosures or surroundings where the animal is kept or harbored;
 - (8) Is offensive or dangerous to the public health, safety, or welfare by virtue of the number and/or types of animals maintained;

Currently a resident can be issued a citation, and pay an appropriate fine; then the cycle will start over again. Chief Bailey is looking for a more robust Ordinance that will regulate, prohibit and enforce the type and number of animals allowed, particularly in residential districts.

The following are the recommended steps to adopt an Ordinance that is appropriate for our community:

- Define Livestock/Fowl
- Identify indoor/outdoor animals
- 4H/FFA~ Registration process for exemption to Ordinance based on school activity and/or organization
- Density/number of animals per size of yard~ possible units for animals
- Commercial vs. Residential
- Modify violation/citation process within the perimeters of the Law.

Council was in favor of Chief Bailey moving forward with Livestock Ordinance. This will be placed on future agenda for Council consideration of draft Ordinance.

5. Discussion and update regarding summer pool start-up and schedule. Kim Watkins, Pool Manager presented to Council the proposed schedule and layout for the Pool Season. Currently received 17 lifeguard applications and providing they all pass the lifeguard tests they will be able to open up both pools. The deadline to apply for this pool season will be Wednesday, April 28th at noon. The preliminary skills test will take place Saturday, May 1, 2021. The assistant pool manager is returning as well as one guard from the last season. The training for the guards will be blended. The proposed pool schedule will be as follows:

Hanna Springs- Tuesday through Saturday (slide availability will be based on number of guards on shift)
Hancock Springs- Thursday-Sunday

There will be no block parties this season; however private parties can be scheduled. Hancock will open May 29, 2021 for Memorial Day weekend; Hanna Springs will be pushed back to June 5th.

Water Aerobics will be available based on budgeted overtime hours available for instructor.

6. Discussion regarding any item on the regular agenda.
There were no comments

7. Adjourn Workshop Session

Council member Toups moved to adjourn into Executive Session at 6:03 p.m.; Council member Clark seconded the motion and with a unanimous vote, the motion carried (Talbert absent)

EXECUTIVE SESSION

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

Section 551.071 (1) (A) and 551.071 (2), Consultation with Attorney by telephone and/or in person concerning matters upon which the attorney has a duty and/or responsibility to report to the governmental body including but not limited to discussion regarding potential or threatened litigation related to possible breach of contract for use of public right of way; and/or other matters posted on the regular agenda.

Adjourn Executive Session into Special Session-

Council adjourned Executive Session and moved into Special Session at 6:51 p.m.

SPECIAL SESSION

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

There was no action taken in Executive Session

Adjourn Special Session and reconvene Regular Session

Council member Williamson moved to adjourn the special session at 6:52 p.m.; the motion was seconded by Council member Toups and with a unanimous vote, the motion carried (Talbert absent)

Council took a 5 minutes break before going into Regular Session.

REGULAR SESSION
6:00 p.m.

ANNOUNCEMENTS

A. Call to Order

Mayor Pro Tem Monroe called the Regular Session to order at 7:00 p.m. For those not in attendance the number to call in is 512-556-0332

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

Council member Toups read the Municipal Clerks Week Proclamation acknowledging May 2-8, 2021 as Municipal Clerks Week and appreciation for City Secretary, Becky Sims, TRMC and all municipal clerks for the service they provide to their communities.

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

There were no citizen comments

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

2.0	MINUTES
2.1	Discussion and possible action concerning approval of minutes of the Regular Meeting on April 12, 2021

Council member Kuehne moved to approve the minutes as presented, the motion was seconded by Council member Williamson and with a unanimous vote, the motion carried. (Talbert absent)

3.0 CONSENT AGENDA	
3.1	Discussion and possible action regarding the second reading of an Ordinance to approve 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.

3.2 Discussion and possible action regarding the March 2021 Investment Report

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

4.0 BOARDS/DEPARTMENT REPORTS

Van Berry, Golf Course Manager presented his report to Council.

Highlights from 2020-2021

- Green Fees \$7,533 to \$15,140
- Cart Fees \$4,700 to \$8,700
- Merchandise \$2,200 to \$9,800

Overall revenue was \$17,412 in 2020 to \$38,774 in 2021

Golf Course was closed from March 24, 2020-April 24, 2020 due to COVID.

Aerated all the fairways and tee boxes.

Applied 20,000 lbs. of pre-emergent (Prodiamine) on the fairways, rough and tee boxes. This herbicide is applied to keep weeds from germinating.

Applied 800 lbs. of Gypsum on the greens monthly

Applied 600 lbs. of 0-0-30 (potash) on the greens monthly

Sprayed Firm-Up (soil conditioner) on the greens.

Applied 400 lbs. of fertilizer and the greens.

Staff repaired an area on #9 where the water was not draining. Staff hauled in several loads of dirt and will be sodding the area next week.

Since the grass is beginning to grow, Staff have started watering more often and we are finding that several of our sprinkler heads cracked during the freeze. The heads that cracked are the old heads, which are approximately 18 years old, and you can no longer get parts for them, so we had to replace them with new models.

As far as the condition of the grass on the golf course from the freeze, so far, Mr. Berry reported have had minimal winterkill. The maintenance crew are beginning to do a lot of mowing; we are mowing the greens daily and mowing the fairways and tee boxes weekly.

Membership for January 1, 2021 through June 30, 2021.

Single Memberships – 158

Couples Memberships – 36

Family Memberships – 6

Member Trail Fees – 164

5.0	ROUTINE MATTERS
5.1	City Manager’s Operational Report

City Manager deGraffenried reviewed his report:

- CIP** The Capital Improvement Program Committee met on April 22nd to continue work on the FY 2022 - 2027 Plan. The Committee met at the Historic Colored School and took the opportunity to tour the New Hope Baptist Church with Reverend Majors. Other items on the Committee’s agenda included a presentation on Way-Finding signage as a means to promote the City’s brand, and highlight tourist attractions and business; and Street and Park projects for inclusion in the Plan.

- Hillside Acres** As a follow-up, the City Attorney, in consultation with First State Bank Burnet, has approved the format for a performance guarantee. Staff have made final, non-substantive, changes in the Development Agreement and packaged all exhibits. The Development Agreement has been forwarded to the property owner for review and execution. The final plat has not been signed or filed pending return of the executed Development Agreement and related documents.

- Development** Two major retail projects continue to make progress in Lampasas. CEFCO is preparing the site on 190 and East Fourth including detention pond to the east, and tank locations to the west. Although several large trees were removed from the site, the landscaping plan calls for planting of 31 additional trees and Bermuda sod where required. Whataburger has poured their slab and completed all underground utility work. Overhead phone relocation remains by AT&T.

- AT&T Joint Use** After some additional contact from City staff and our consultants, Local Government Services, the City did receive a call from Debbie Keel, AT&T Regional Director, regarding the long overdue resolution to our Joint Use Pole Attachment Agreement. Ms. Keel apologized for the delay, and suggested we would get the new Agreement back this week. As a reminder, the current agreement and fees date to 1949 at which time there was approximately an equal number of attachments for each entity. With the growth of the City’s electric distribution system, the burden has shifted substantially on the City without any updated compensation. As of publication, the City has not received any additional communication from AT&T.

- Code Red** As part of the After-Action Report, the City, and specifically the Police Department, has been promoting subscription to Code Red and Notify Me notification systems. Residents can be notified by email, text, or phone; and may select the type of notifications they wish to receive including emergencies, public notices, closures and meeting announcements. Sign-up information has been available at City events and facilities.

- 580 Sports Park** The City has received the conceptual plan for hike and bike trails at the 580 Sports Park. Prior to the next City Council meeting, staff will meet with local stakeholders to determine what can be accomplished between volunteer and in-house manpower and equipment, and what, if anything, will be required from outside sources or contractors. Staff will tentatively place the item on the Workshop agenda May 10.

West Third Street After heavy rains washed out wet concrete on the pan of the south drain, and washed a mini excavator down-stream, work has been complete on the north and south head walls. Additional, curb and gutter, and street level pans are formed and will be poured in the next few days. Final paving should be completed in the next two weeks.

Care Flight Staff and the Fire Chief met this week with representatives from Care Flight, a helicopter ambulance service who is moving into the central Texas area. They currently have one helicopter based in Burnet, and are seeking opportunities to sell membership/insurance for their service. One model they would like to present to Council is a fee included with utility billing, with an opt-out option, in the amount of \$1.00 per month. Staff will place the item on a future agenda based on Council input and direction.

AFNA After providing two dates and times to Ajinomoto Foods North America to discuss the findings of the wastewater pre-treatment study, the City has yet to confirm a meeting. AFNA will need to coordinate the attendance of their engineers out of state, which may be one issue with the delay. Without confirmation, the parties are targeting May 6th for a meeting.

5.2	MAYOR'S COMMENTS
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There were no Mayor/Mayor Pro-Tem comments

6.0	UNFINISHED BUSINESS
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There was no unfinished business.

7.0	NEW BUSINESS
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7.1	Discussion and consideration for approval of payment for the expenditure of \$75,541.58 to Motorola Solutions, Inc. for the Lampasas Public Safety Communication System Upgrade Project.
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Council member Kuehne moved to approve the payment for the expenditure of \$75,541.58 to Motorola Solutions, Inc. for the Lampasas Public Safety Communication System Upgrade Project., Council member Williamson seconded the motion and with a unanimous vote, the motion carried (Talbert absent)

7.2	Discussion and possible action due to a request for the closure of East Second Street from Main Street to Pecan Street on July 11, 2021 from 12 Noon until 5:00 p.m.
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Council member Toups moved to approve the closure of East Second Street from Main Street to Pecan Street on July 11, 2021 from 12 Noon until 5:00 p.m., Council member Kuehne seconded the motion and with a unanimous vote, the motion carried (Talbert absent)

7.3	Discussion and possible action regarding award of contract for the retaining walls at WM Brook Park- Sulphur Creek in an amount not to exceed \$33,175.00
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Council member Clark moved to approve the award of contract to Canales-Dibble for the retaining walls at WM Brook Park- Sulphur Creek in an amount not to exceed \$33,175.00, Council member Williamson seconded the motion; Mayor Pro-Tem Monroes opened the floor for questions. Council member Clark inquired if the work was the same as done previously and the length of project. Staff would get with the Parks Director who could not be here this evening and report back to Council; with a unanimous vote; the motion carried (Talbert absent)

7.4	Discuss and consider a letter provided by Eckermann Engineering regarding work on City Property, specifically the berm on Spring Ho Avenue in preparation for the construction of the new Spring Ho Building.
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Council member Kuehne moved to approve the letter provided by Eckermann Engineering regarding work in City Property, Council member Clark seconded the motion; Mayor Pro-Tem Monroe opened the floor for questions. Council member Clark asked if a construction easement would be required; City Manager deGraffenried did not think it would be required based on the project time; however, advised that during the initial plan review a construction easement was discussed and prior to approval Staff will consider a construction easement if needed. Council member Clark also question berm elevation; Mrs. Sims advised the berm elevation would not change. Mr. Eckermann validated the information provided to Council. With a unanimous vote, the motion carried (Talbert absent)

7.5	Presentation and acceptance of the Lampasas County Chamber of Commerce First and Second Quarter reports
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Council member Clark moved to accept the combined first and second quarter reports as presented; Council member Toups seconded the motion and with a unanimous vote, the motion carried (Talbert absent)

7.6	Discussion and possible action regarding Lampasas County Chamber of Commerce HOT funds request for annual 10K Event in the amount of \$1,500.00
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Council member Toups moved to approve the HOT funds request for annual 10K Event in the amount of \$1,500.00, Council member Williamson seconded the motion and with a unanimous vote the motion carried (Talbert absent)

7.7	Discussion and possible action regarding Lampasas County Chamber of Commerce HOT Funds request for the Riata Rodeo in the amount of \$5,161.25.
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Council member Williamson moved to approve the HOT Funds request for the Riata Rodeo in the amount of \$5,161.25, Council member Clark seconded the motion and with a unanimous vote the motion carried.

7.8	Discussion and possible action regarding the purchase and installation of 500 Neptune AMR water meters from Core & Main in an amount not to exceed \$132,000.00.
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Council member Williamson moved to approve the purchase and installation of 500 Neptune AMR water meters from Core & Main in an amount not to exceed \$132,000.00, Council member Clark seconded the motion and with a unanimous vote, the motion carried (Talbert absent)

Adjourn- Council member Williamson moved to adjourn the meeting at 7:31 p.m., the motion was seconded by Council member Toups and with a unanimous vote, the motion carried. (Talbert absent)

PASSED AND APPROVED this _____ day of _____, 2021.

Misti Talbert, Mayor

ATTEST:

Becky Sims, City Secretary


City Manager

ITEM NO. 31

**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 April 1, 2021 to April 30, 2021

Requested By: Yvonne Moreno, Finance Director

Submitted By: Yvonne Moreno, Finance Director

Date Submitted: May 6, 2021 For the Agenda of: May 10, 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 April 1, 2021 to April 30, 2021.

Recommendation:

Motion to approve by consent.

VENDOR SET: 99 CITY OF LAMPASAS
 BANK: FSB BANCORPSOUTH
 DATE RANGE: 4/01/2021 THRU 4/30/2021

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
02856	AEP ENERGY PARTNERS, INC.							
I-17521301991	MARCH AEP BILL	E	4/19/2021	57,468.29		000058		57,468.29
56260	LOWER COLORADO RIVER AUTHORITY							
I-EW16305	MARCH LCRA BILL	E	4/19/2021	2,207,372.29		000059		2,207,372.29
27050	IRS-PAYROLL TAXES							
I-T1 202104088122	FEDERAL WITHHOLDING	D	4/09/2021	17,603.59		000098		
I-T3 202104088122	FICA TAX	D	4/09/2021	25,909.04		000098		
I-T4 202104088122	MEDICARE TAX	D	4/09/2021	6,059.36		000098		49,571.99
27050	IRS-PAYROLL TAXES							
I-T1 202104228124	FEDERAL WITHHOLDING	D	4/23/2021	17,018.38		000100		
I-T3 202104228124	FICA TAX	D	4/23/2021	25,230.74		000100		
I-T4 202104228124	MEDICARE TAX	D	4/23/2021	5,900.74		000100		48,149.86
17865	COLONIAL LIFE & ACCIDENT							
I-AC1202103118116	ACCIDENT INSURANCE	R	4/01/2021	186.45		160840		
I-AC2202103258117	ACCIDENT INSURANCE	R	4/01/2021	186.46		160840		
I-AC3202103118116	ACCIDENT INSURANCE	R	4/01/2021	582.66		160840		
I-AC3202103258117	ACCIDENT INSURANCE	R	4/01/2021	582.66		160840		
I-CN1202103118116	CANCER INSURANCE	R	4/01/2021	285.68		160840		
I-CN2202103258117	CANCER INSURANCE	R	4/01/2021	285.69		160840		
I-HO3202103118116	HOSPITAL INCOME - PRETAX	R	4/01/2021	137.70		160840		
I-HO3202103258117	HOSPITAL INCOME - PRETAX	R	4/01/2021	137.70		160840		
I-LF3202103258117	UNIV/COL LIFE AFTER TAX	R	4/01/2021	374.49		160840		
I-LF7202103118116	NON-PRETAX LIFE INSURANCE	R	4/01/2021	374.44		160840		
I-LF8202103118116	AFTER TAX COLONIAL PRODUCTS	R	4/01/2021	923.79		160840		
I-LF8202103258117	AFTER TAX COLONIAL PRODUCTS	R	4/01/2021	923.79		160840		4,981.51
03376	PRINCIPAL LIFE INSURANCE COMPA							
I-202104018121	PRINCIPAL LIFE INSURANCE COMPA	R	4/01/2021	193.12		160848		
I-DN1202103118116	EMPLOYEE SHARE HEALTH INSUR	R	4/01/2021	577.75		160848		
I-DN2202103258117	EMPLOYEE SHARE HEALTH INSUR	R	4/01/2021	577.75		160848		
I-GDC202103258117	DENTAL INSURANCE PREMIUM	R	4/01/2021	752.64		160848		
I-GDE202103258117	DENTAL INSURANCE PREMIUM	R	4/01/2021	890.10		160848		
I-GDF202103258117	DENTAL INSURANCE PREMIUM	R	4/01/2021	1,015.14		160848		
I-GDS202103258117	DENTAL INSURANCE PREMIUM	R	4/01/2021	585.80		160848		
I-GVC202103258117	VISION INSURANCE PREMIUM	R	4/01/2021	150.92		160848		
I-GVE202103258117	VISION INSUR PREMIUM	R	4/01/2021	241.92		160848		
I-GVF202103258117	VISION INSURANCE PREMIUM	R	4/01/2021	168.84		160848		
I-GVS202103258117	VISION INSURANCE PREMIUM	R	4/01/2021	135.40		160848		
I-VS1202103118116	EMPLOYEE SHARE HEALTH PLAN	R	4/01/2021	75.88		160848		
I-VS2202103258117	EMPLOYEE SHARE HEALTH INSUR	R	4/01/2021	75.88		160848		5,441.14

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VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
74775	SCOTT & WHITE HEALTH PLAN							
I-202103308119	SCOTT & WHITE HEALTH PLAN	R	4/01/2021	5,081.16		160863		
I-CCC202103258117	HEALTH INSURANCE PREMIUM	R	4/01/2021	5,684.64		160863		
I-CCE202103258117	HEALTH INSURANCE PREMIUM	R	4/01/2021	10,273.14		160863		
I-CCF202103258117	HEALTH INSURANCE PREMIUMS	R	4/01/2021	6,212.71		160863		
I-CCS202103258117	HEALTH INSURANCE PREMIUM	R	4/01/2021	6,346.64		160863		
I-HE1202103258117	HEALTH INSURANCE PREMIUM	R	4/01/2021	9,429.20		160863		
I-HEA202103118116	EMPLOYEE SHARE HEALTH INSURANC	R	4/01/2021	10,114.04		160863		
I-HEC202103258117	EMPLOYEE SHARE HEALTH INSURANC	R	4/01/2021	10,114.04		160863		
I-HI1202103258117	CITY HEALTH INSURANCE	R	4/01/2021	14,208.26		160863		
I-HID202103258117	CITY HEALTH INSURANCE	R	4/01/2021	9,583.56		160863		
I-HIE202103258117	EMPLOYEE CITY HEALTH CONTRIB	R	4/01/2021	18,987.75		160863		106,035.14
84250	TEXAS MUNICIPAL RETIREMENT SYS							
I-TMR202103018114	RETIREMENT CONTRIBUTIONS	R	4/01/2021	668.42		160864		
I-TMR202103118116	RETIREMENT CONTRIBUTIONS	R	4/01/2021	49,538.02		160864		
I-TMR202103258117	RETIREMENT CONTRIBUTIONS	R	4/01/2021	48,900.43		160864		99,106.87
52200	LAMPASAS PUBLIC UTILITIES							
I-03312021	MARCH 2021	R	4/09/2021	31,800.70		160908		31,800.70
47585	KEMPNER WATER SUPPLY CORP							
I-03312021	LOANS 91-06/91-07	R	4/09/2021	19,146.97		160953		19,146.97
02754	MASTERCARD							
C-2VP00363U8222561S	CHALLENGE COIN/OATH OF	R	4/09/2021	7.20CR		160970		
I-00562E	UTILITY DEPT LUNCH	R	4/09/2021	38.96		160970		
I-00872E	COUNCIL DINNER	R	4/09/2021	101.98		160970		
I-00W99917NS3805151	CHALLENGE COIN/OATH OF	R	4/09/2021	105.20		160970		
I-01161E	CIP LUNCHEON	R	4/09/2021	189.80		160970		
I-01725E	TTEA, /LUNCH FOR DEP	R	4/09/2021	12.00		160970		
I-02675E	EMPLOYEE APPRECIATION	R	4/09/2021	183.75		160970		
I-03012021	LICENSE RENEWAL	R	4/09/2021	111.00		160970		
I-03112021	JOSH LICENSE RENEWAL	R	4/09/2021	111.00		160970		
I-03292021	WEBSITE STOCK IMAGES	R	4/09/2021	29.00		160970		
I-113478	STATE CERTIFICATION	R	4/09/2021	87.17		160970		
I-128277177	CPAAA POLO SHIRTS	R	4/09/2021	71.41		160970		
I-1640328467	CLASS OPEN RECORDS& UR PD	R	4/09/2021	50.00		160970		
I-347981796	CITY NEWSLETTER	R	4/09/2021	50.00		160970		
I-464567A	120HOTELSTAYFORTRAINING	R	4/09/2021	368.42		160970		
I-464568A	122HOTELSTAYFORTRAINING	R	4/09/2021	368.42		160970		
I-67373	LODGING	R	4/09/2021	1,821.60		160970		
I-ADBAD2	GLENN ADAMS CLASS	R	4/09/2021	475.00		160970		
I-MNB132130	NAME BADGES	R	4/09/2021	54.36		160970		4,221.87

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VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01456	S & M VACUUM & WASTE, LTD							
I-134120	SLUDGE HAUL INV#134120	R	4/09/2021	500.00		160986		
I-134256	SLUDGE HAUL INV#134256	R	4/09/2021	500.00		160986		
I-134371	SLUDGE HAUL INV#134371	R	4/09/2021	500.00		160986		
I-134372	SLUDGE HAUL INV#134372	R	4/09/2021	500.00		160986		
I-134373	SLUDGE HAUL INV 134373	R	4/09/2021	500.00		160986		
I-134374	SLUDGE HAUL INV 134374	R	4/09/2021	500.00		160986		
I-134375	SLUDGE HAUL INV 134375	R	4/09/2021	500.00		160986		
I-134376	SLUDGE HAUL INV#134376	R	4/09/2021	500.00		160986		
I-134377	SLUDGE HAUL INV#134377	R	4/09/2021	500.00		160986		
I-134378	SLUDGE HAUL INV#134378	R	4/09/2021	500.00		160986		
I-134379	SLUDGE HAUL INV#134379	R	4/09/2021	500.00		160986		5,500.00
01357	SINGLETON, CLARK & COMPANY, PC							
I-1821	ISSUANCE OF AUDIT REPORT	R	4/09/2021	5,760.00		160990		5,760.00
02976	WASTE CONNECTIONS							
I-1757476	COMMERCIAL SOLID WASTE	R	4/09/2021	51,252.62		161006		
I-1757477	RESIDENTIAL SOLID WASTE	R	4/09/2021	44,405.16		161006		
I-1757511	ROLL-OFF EMPTY	R	4/09/2021	415.10		161006		
I-1757532	RECYCLE BIN EMPTY	R	4/09/2021	355.00		161006		96,427.88
16468	CATERPILLAR FIN SER CORP							
I-04132021	March remaining balance	R	4/15/2021	376.19		161035		
I-30845066	APRIL RENTAL	R	4/15/2021	2,751.32		161035		
I-30863731	NEW CONTRACT MAY RENTAL	R	4/15/2021	3,579.60		161035		6,707.11
47585	KEMPNER WATER SUPPLY CORP							
I-03312021**	MONTHLY WATER	R	4/15/2021	42,929.42		161049		42,929.42
56212	LON-SUM FENCING INC							
I-639934	CHAIN LINK FENCE	R	4/15/2021	6,525.00		161053		6,525.00
82300	TECHLINE, INC							
I-311432800	RUBBER GLOVE TESTING	R	4/15/2021	200.00		161067		
I-989667300	300 KVA PADMOUNT TRANSFOR	R	4/15/2021	11,535.00		161067		
I-989667400	300 KVA PADMOUNT TRANSFOR	R	4/15/2021	13,462.00		161067		25,197.00
03198	WHITTLESEY LANDSCAPE SUPPLIES							
I-4386873	KIDDIE KUSHION-BROOK PARK	R	4/15/2021	2,400.00		161071		
I-4386883	KIDDIE KUSHION-SUEANN PAR	R	4/15/2021	2,400.00		161071		4,800.00
01327	FREIGHTLINER OF AUSTIN							
I-6831 11102020	CAMEL SEWER VAC TRUCK	R	4/16/2021	432,788.00		161073		432,788.00

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VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01490	CENCO, INC							
I-INV0272	FLOATING DEGREASER	R	4/23/2021	3,397.97		161125		
I-INV0273	SUPER ENZYME	R	4/23/2021	3,460.00		161125		6,857.97
02132	HELENA CHEMICAL CO							
I-152190101	PROMATE-PRODIAMINE	R	4/23/2021	4,600.00		161130		
I-152190143	DIVANEM NEMACIDE	R	4/23/2021	1,575.00		161130		6,175.00
82300	TECHLINE, INC							
I-127826100	TRANSFORMER 5 KVA	R	4/23/2021	589.00		161155		
I-127826200	TRANSFORMER 5 KVA	R	4/23/2021	5,029.26		161155		
I-127826201	TRANSFORMER 5 KVA	R	4/23/2021	18.50		161155		
I-127826202	TRANSFORMER 5 KVA	R	4/23/2021	227.70		161155		
I-127826203	TRANSFORMER 5 KVA	R	4/23/2021	1,062.00		161155		
I-127826204	TRANSFORMER 5 KVA	R	4/23/2021	651.90		161155		
I-127826205	TRANSFORMER 5 KVA	R	4/23/2021	55.00		161155		
I-127826206	TRANSFORMER 5 KVA	R	4/23/2021	18.50		161155		7,651.86
02803	LANCE'S FIRE TRUCK REPAIR							
I-4932	REPAIR ENGINE 1	R	4/28/2021	2,213.85		161187		
I-5097	LADDER 1 REPAIR	R	4/28/2021	2,867.84		161187		
I-5125	LADDER ONE REPAIR	R	4/28/2021	1,359.01		161187		6,440.70
02250	MOTOROLA SOLUTIONS, INC.							
I-1187049532	GTR 8000 BASE RADIO	R	4/28/2021	75,541.58		161192		75,541.58
17865	COLONIAL LIFE & ACCIDENT							
I-AC1202104088122	ACCIDENT INSURANCE	R	4/29/2021	186.45		161218		
I-AC2202104228124	ACCIDENT INSURANCE	R	4/29/2021	186.46		161218		
I-AC3202104088122	ACCIDENT INSURANCE	R	4/29/2021	565.66		161218		
I-AC3202104228124	ACCIDENT INSURANCE	R	4/29/2021	565.66		161218		
I-CN1202104088122	CANCER INSURANCE	R	4/29/2021	285.68		161218		
I-CN2202104228124	CANCER INSURANCE	R	4/29/2021	285.69		161218		
I-HO3202104088122	HOSPITAL INCOME - PRETAX	R	4/29/2021	137.70		161218		
I-HO3202104228124	HOSPITAL INCOME - PRETAX	R	4/29/2021	137.70		161218		
I-LF3202104228124	UNIV/COL LIFE AFTER TAX	R	4/29/2021	374.48		161218		
I-LF7202104088122	NON-PRETAX LIFE INSURANCE	R	4/29/2021	374.44		161218		
I-LF8202104088122	AFTER TAX COLONIAL PRODUCTS	R	4/29/2021	899.42		161218		
I-LF8202104148123	AFTER TAX COLONIAL PRODUCTS	R	4/29/2021	30.48		161218		
I-LF8202104228124	AFTER TAX COLONIAL PRODUCTS	R	4/29/2021	868.94		161218		4,898.76
03376	PRINCIPAL LIFE INSURANCE COMPA							
C-DN2202104148123	EMPLOYEE SHARE HEALTH INSUR	R	4/29/2021	8.25CR		161227		
C-VS2202104148123	EMPLOYEE SHARE HEALTH INSUR	R	4/29/2021	0.90CR		161227		
I-202104298126	PRINCIPAL LIFE INSURANCE COMPA	R	4/29/2021	145.34		161227		
I-DN1202104088122	EMPLOYEE SHARE HEALTH INSUR	R	4/29/2021	582.75		161227		
I-DN2202104088122	EMPLOYEE SHARE HEALTH INSUR	R	4/29/2021	5.00		161227		
I-DN2202104228124	EMPLOYEE SHARE HEALTH INSUR	R	4/29/2021	574.50		161227		

VENDOR SET: 99 CITY OF LAMPASAS
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VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
I-GDC202104228124	DENTAL INSURANCE PREMIUM	R	4/29/2021	716.80		161227		
I-GDE202104228124	DENTAL INSURANCE PREMIUM	R	4/29/2021	890.10		161227		
I-GDF202104228124	DENTAL INSURANCE PREMIUM	R	4/29/2021	1,015.14		161227		
I-GDS202104228124	DENTAL INSURANCE PREMIUM	R	4/29/2021	615.09		161227		
I-GVC202104228124	VISION INSURANCE PREMIUM	R	4/29/2021	144.06		161227		
I-GVE202104228124	VISION INSUR PREMIUM	R	4/29/2021	241.92		161227		
I-GVF202104228124	VISION INSURANCE PREMIUM	R	4/29/2021	168.84		161227		
I-GVS202104228124	VISION INSURANCE PREMIUM	R	4/29/2021	142.17		161227		
I-VS1202104088122	EMPLOYEE SHARE HEALTH PLAN	R	4/29/2021	76.74		161227		
I-VS2202104088122	EMPLOYEE SHARE HEALTH INSUR	R	4/29/2021	0.86		161227		
I-VS2202104228124	EMPLOYEE SHARE HEALTH INSUR	R	4/29/2021	75.84		161227		5,386.00
74775	SCOTT & WHITE HEALTH PLAN							
C-HEC202104148123	EMPLOYEE SHARE HEALTH INSURANC	R	4/29/2021	69.92CR		161242		
I-202104288125	SCOTT & WHITE HEALTH PLAN	R	4/29/2021	4,559.39		161242		
I-CCC202104228124	HEALTH INSURANCE PREMIUM	R	4/29/2021	4,974.06		161242		
I-CCE202104228124	HEALTH INSURANCE PREMIUM	R	4/29/2021	10,273.14		161242		
I-CCF202104228124	HEALTH INSURANCE PREMIUMS	R	4/29/2021	6,212.71		161242		
I-CCS202104228124	HEALTH INSURANCE PREMIUM	R	4/29/2021	7,139.97		161242		
I-HE1202104228124	HEALTH INSURANCE PREMIUM	R	4/29/2021	9,429.20		161242		
I-HEA202104088122	EMPLOYEE SHARE HEALTH INSURANC	R	4/29/2021	10,225.34		161242		
I-HEC202104088122	EMPLOYEE SHARE HEALTH INSURANC	R	4/29/2021	111.30		161242		
I-HEC202104228124	EMPLOYEE SHARE HEALTH INSURANC	R	4/29/2021	10,155.42		161242		
I-HI1202104228124	CITY HEALTH INSURANCE	R	4/29/2021	14,208.26		161242		
I-HID202104228124	CITY HEALTH INSURANCE	R	4/29/2021	9,583.56		161242		
I-HIE202104228124	EMPLOYEE CITY HEALTH CONTRIB	R	4/29/2021	18,987.75		161242		105,790.18
84250	TEXAS MUNICIPAL RETIREMENT SYS							
I-TMR202104018120	RETIREMENT CONTRIBUTIONS	R	4/29/2021	775.37		161244		
I-TMR202104088122	RETIREMENT CONTRIBUTIONS	R	4/29/2021	50,497.30		161244		
I-TMR202104148123	RETIREMENT CONTRIBUTIONS	R	4/29/2021	264.85		161244		
I-TMR202104228124	RETIREMENT CONTRIBUTIONS	R	4/29/2021	48,915.72		161244		100,453.24

NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
** T O T A L S **			
REGULAR CHECKS:	25	1,216,563.90	0.00
HAND CHECKS:	0	0.00	0.00
DRAFTS:	2	97,721.85	0.00
EFT:	2	2,264,840.58	0.00
NON CHECKS:	0	0.00	0.00
VOID CHECKS:	0 VOID DEBITS	0.00	
	VOID CREDITS	0.00	0.00

TOTAL ERRORS: 0

VENDOR SET: 99 CITY OF LAMPASAS
BANK: FSB BANCORPSOUTH
DATE RANGE: 4/01/2021 THRU 4/30/2021

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
				INVOICE AMOUNT	DISCOUNTS			CHECK AMOUNT
VENDOR SET: 99	BANK: FSB	TOTALS:	29	3,579,126.33	0.00			3,579,126.33
BANK: FSB	TOTALS:		29	3,579,126.33	0.00			3,579,126.33
REPORT TOTALS:			29	3,579,126.33	0.00			3,579,126.33

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City of Lampasas

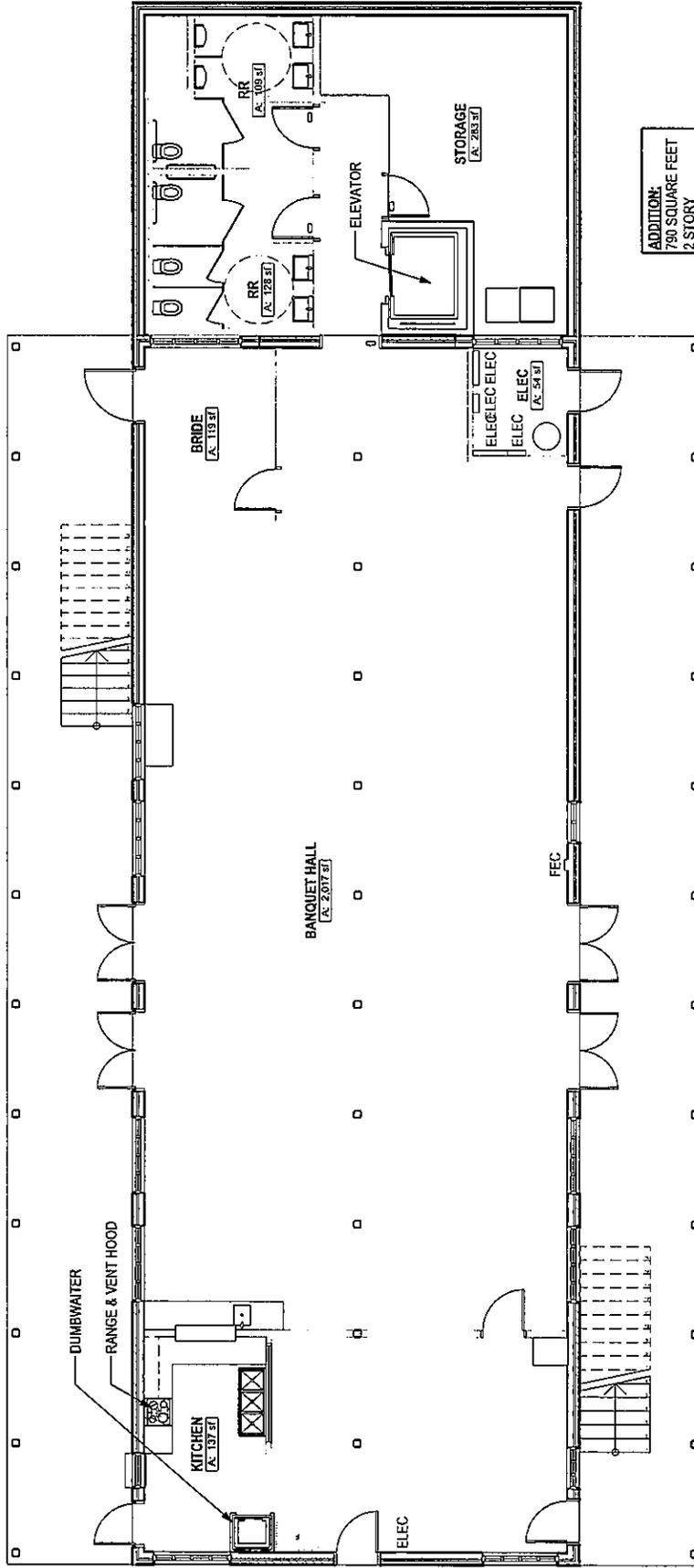
M E M O

To: Mayor and City Council
From: Finley deGraffenried
Re: Manager's Report
Date: 7 May 2021

- Hostess House** Although the City has not received the final report and budgetary options from Reliance Architecture, staff have received the preliminary conceptual floor plans (attached). After a zoom and on site meeting, Mr. Naylor prepared plans that call for scaled additions to the east for elevator and mechanical, and the addition of an upstairs restroom. Scheme 1 and 2 would also increase the size of the meeting space. Staff anticipates final deliverables by the next Council meeting.
- AFNA** Staff and our consultants met with staff and engineers from Ajinomoto Foods North America ("AFNA") on May 6th to present and discuss the findings of the pre-treatment study and assessment. AFNA was represented by engineers specializing in industrial treatment that appeared to comprehend loading and treatment issues and concerns. As anticipated, the AFNA engineers would like some additional time to review the report and raw data, and will likely provide some alternatives to reduce loading and flow prior to reaching the collection system. Staff emphasized the need to work cooperatively as well as timely to address the findings.
- Health Authority** Council may already be aware that Dr. Hay's term, as County Health Official will end this May. I do not believe Dr. Hay anticipated she may be involved locally to address a global pandemic, and despite changing conditions and responses, her efforts were appreciated by staff and elected officials. Staff is not aware of her replacement at this time.
- Subrogation** The City continues to receive notices from law firms related to possible insurance claim subrogation due to damages from the February winter storm event. The letters are generally identical and put the City on notice that claims may be possible due to disruption in City generation, failure to weatherize our electric plants, etc. Staff believes the City has little to no exposure, however; we have forwarded all notices to our insurance carrier.
- West Third** Rickie Roy reports that after compacture is checked and to standard, paving will commence on West Third Street. All flat work, curb and gutter has been completed, and the overall project should be final within the next week. The project was delayed by weather, but remained on schedule.

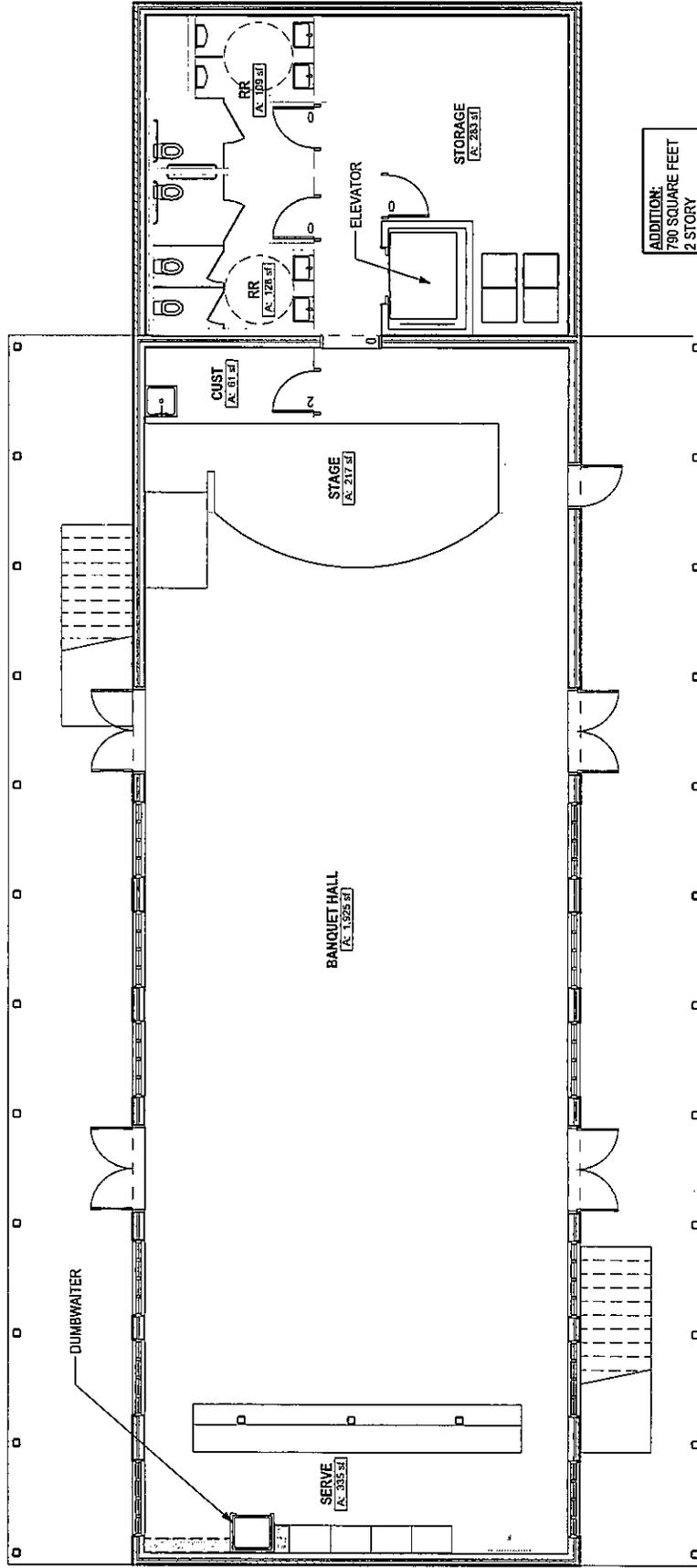
- 281 South Staff met with TxDOT this week regarding the status of planning for South 281 improvements. In addition to widening the road, the project will include lighting, sidewalks and retaining walls along the creek. Final design may call for the City's participation for any additional ROW required and utility relocation.
- Summer Reading Shanda reports that the Lampasas Public Library summer reading program will commence June 2nd. The program will run for four weeks and typically attracts 40 to 50 children and families.
- Business Park At the recent Lampasas Economic Development Corporation meeting, the Board discussed, in greater detail, options for installation of infrastructure to the north portion (phase 1) of the Business Park. Updates to the financial outlook of the Corporation indicated a greater ability to fund improvements that could support up to 14 sites. As Council may be aware, the Board completed engineering for the proposed project in 2020.
- CIP The Capital Improvement Program Committee met on May 6th with a focus primarily on public work, street, drainage, water and wastewater, and electric projects. Department superintendents discussed ongoing and future needs, which also include upgrades in emergency generation and technology (SCADA). Topics for the next meeting will include planning, technology and public safety projects.

SCHEME 1: STORAGE, SPLIT RESTROOMS



1 GROUND LEVEL FLOOR PLAN
SCALE: 1/8" = 1'-0"

SCHEME 1: STORAGE, SPLIT RESTROOMS



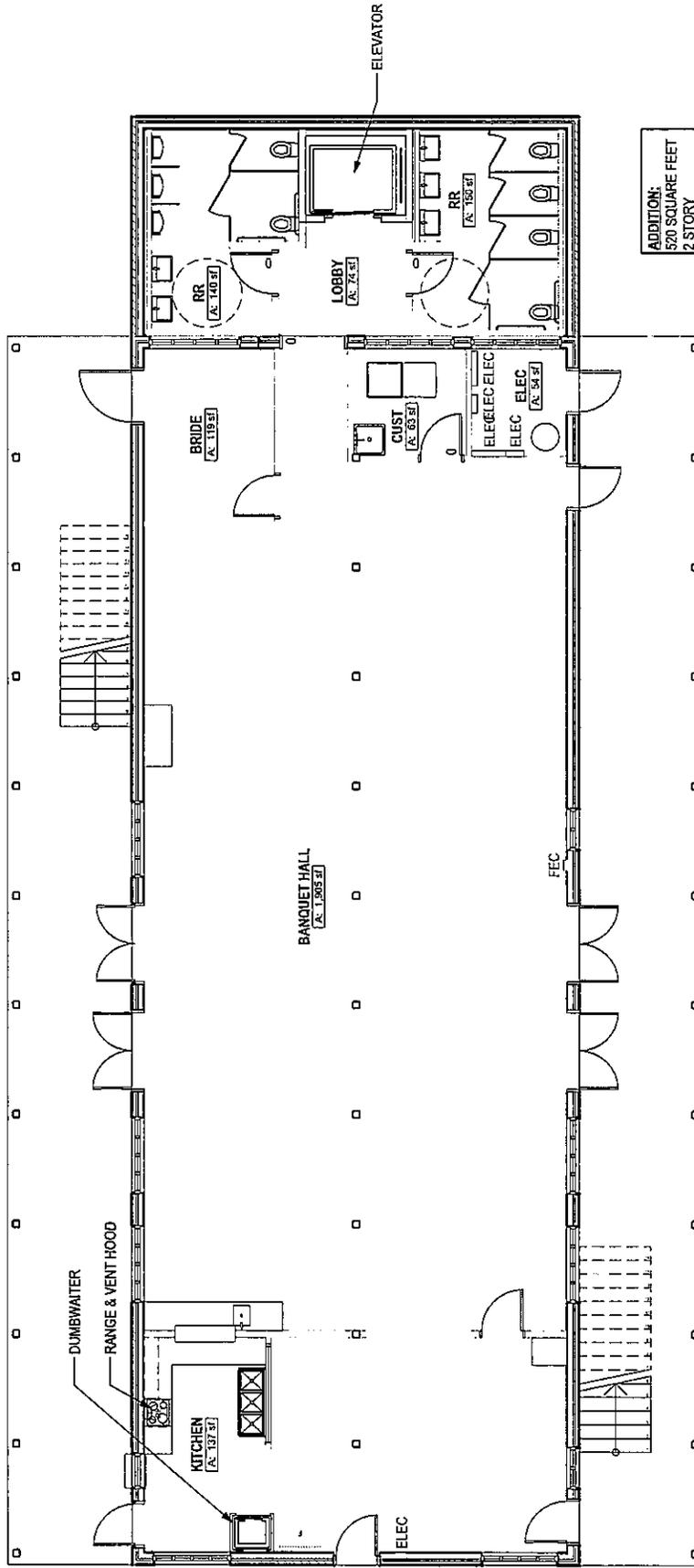
ADDITION:
790 SQUARE FEET
2 STORY

1 UPPER LEVEL FLOOR PLAN

SCALE: 1/8" = 1'-0"



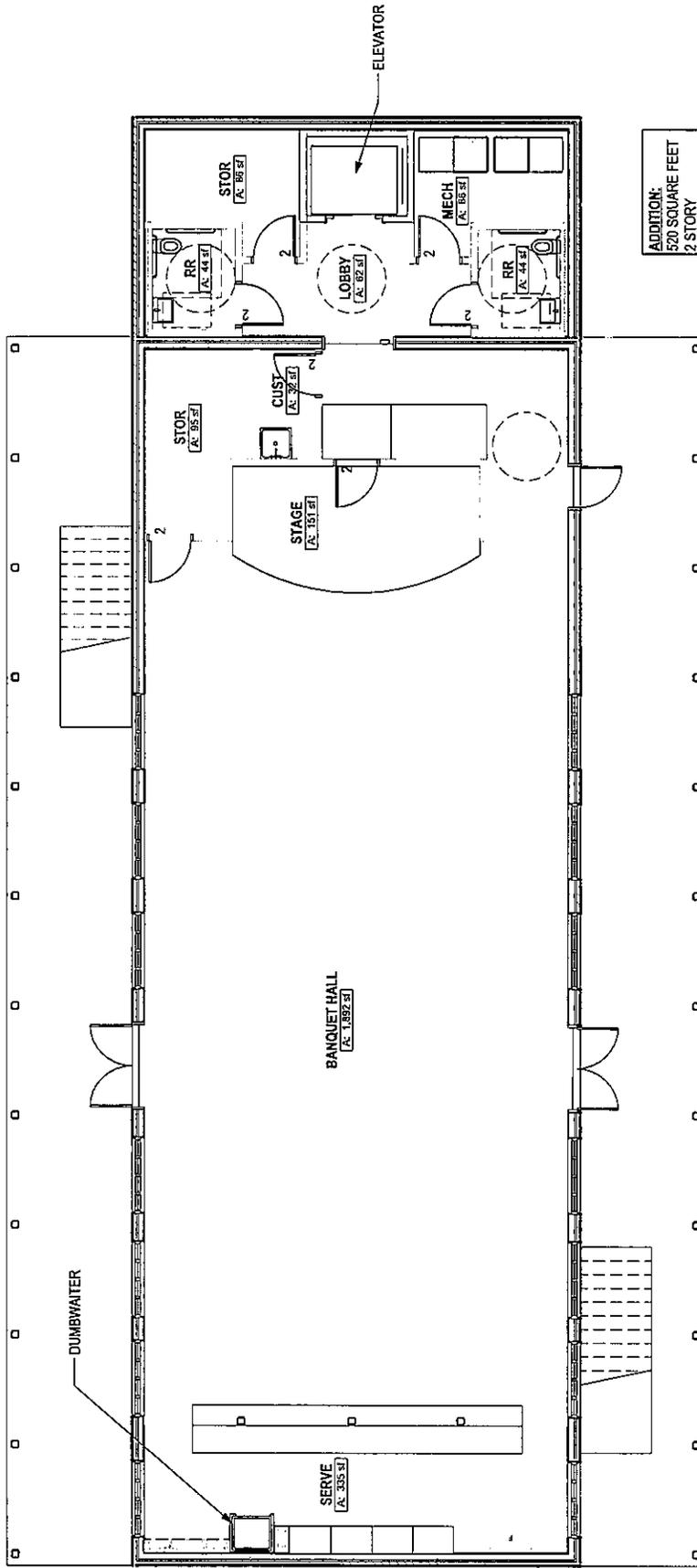
SCHEME 2: LOBBY



1 GROUND LEVEL FLOOR PLAN
SCALE: 1/8" = 1'-0"



SCHEME 2: LOBBY

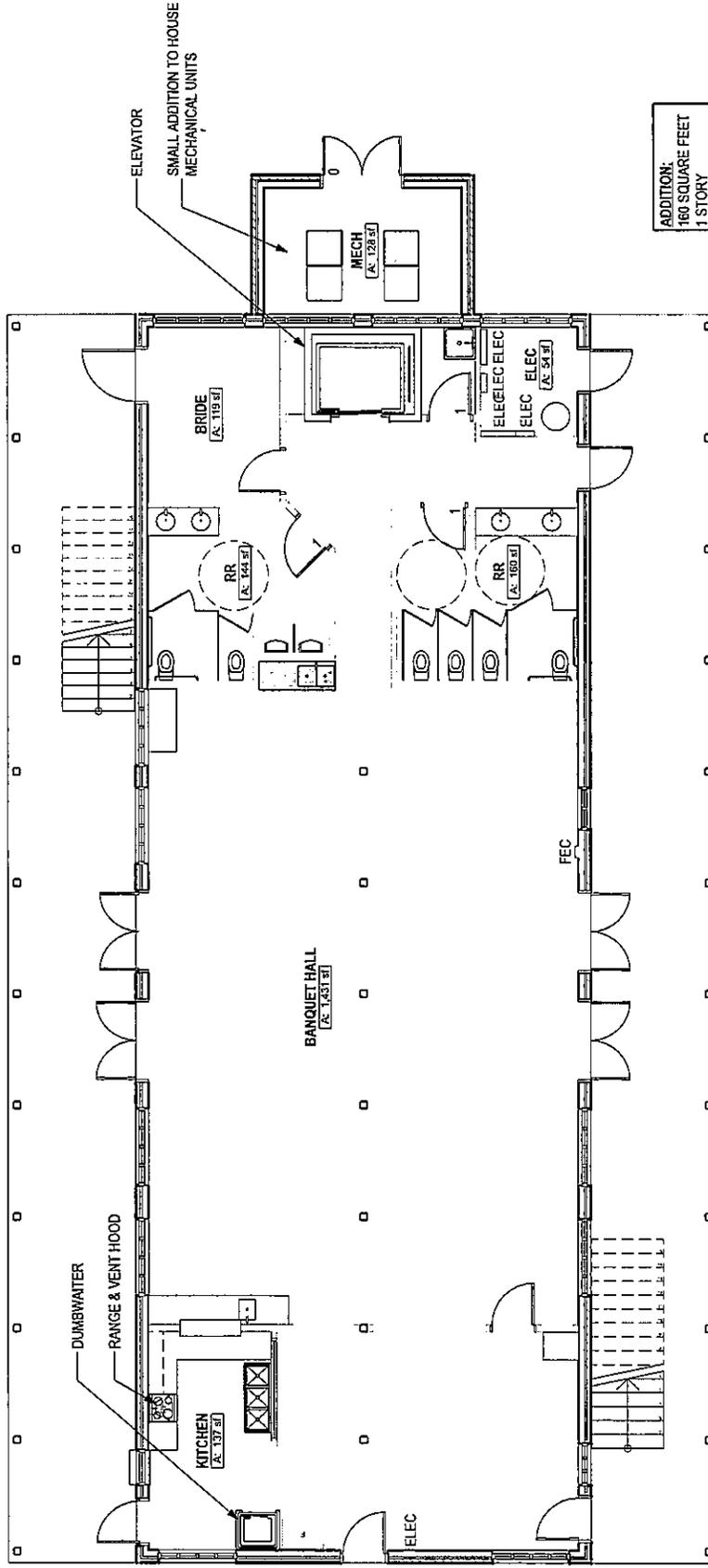


1 UPPER LEVEL FLOOR PLAN

SCALE: 1/8" = 1'-0"



SCHEME 3: MINIMAL COST

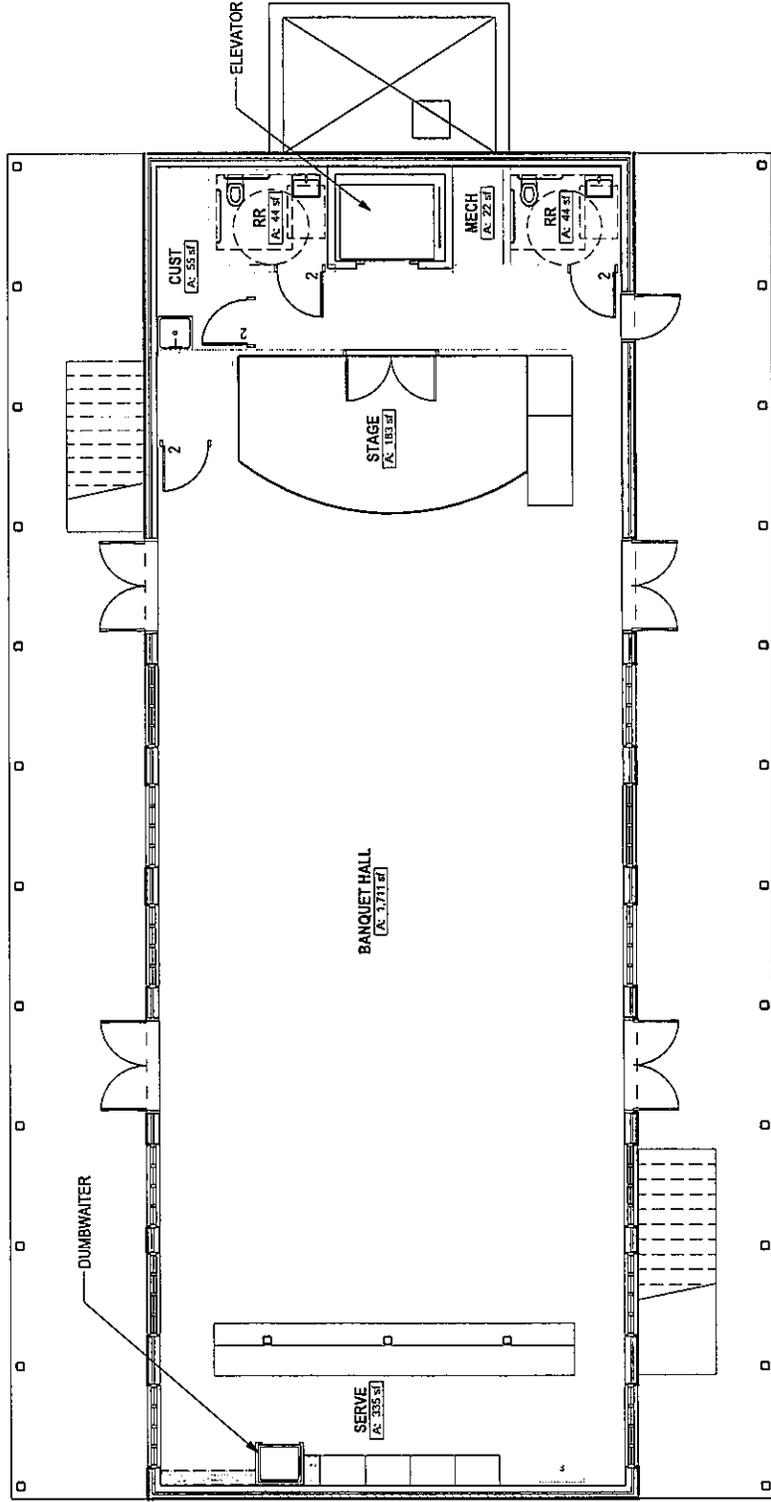


1 GROUND LEVEL FLOOR PLAN

SCALE: 1/8" = 1'-0"

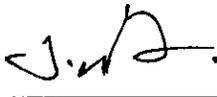


SCHEME 3: MINIMAL COST



1 UPPER LEVEL FLOOR PLAN
SCALE: 1/8" = 1'-0"




City ManagerITEM NO. 7.1

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

SUBJECT:

Discussion and Possible Action concerning the Audit Engagement Letter for the City of Lampasas' current fiscal year which began October 1, 2020 and will end September 30, 2021.

Requested By: Yvonne Moreno, Finance Director

Submitted By: Yvonne Moreno, Finance Director

Date Submitted: May 6, 2021 For the Agenda of: May 10, 2021

Procurement and Funding Statement:

Funding will be from the Finance Department's annual operating budget. Cost for the audit is \$33,100, which is a \$4,300.00 increase from previous year. The Finance Department would also like to budget for the possibility of having to have a Single Audit done due to possible funding related to the pandemic and winter freeze. A Single Audit is required if an entity receives over \$750,000 in federal awards. The amount for the Single Audit would be \$2,500 for the basic audit and an additional \$4,000 per major federal program to be tested. The total additional request would be \$10,500 making the total needed \$43,600.

Attachments: Engagement letter from Singleton, Clark & Company, PC

Summary Statement:

Preston K. Singleton, CPA, with Singleton, Clark & Company, PC has submitted their engagement letter to perform the Fiscal Year 2021 Financial Audit. Mr. Singleton's firm has prepared the City's audits for a number of years. Preliminary work is expected to begin prior to the end of the current Fiscal Year. The price is primarily driven by the time required by auditing standards to perform governmental audits as well as the requirement to employ qualified staff.

Recommendation:

After review and discussion of engagement letter, please make a motion to approve engagement of Singleton, Clark, & Company, PC to perform Fiscal Year 2021 audit in the amount of \$33,100 and budget an additional \$10,500 in anticipation of needing a Single Audit performed.



March 31, 2021

Dear Client:

Please find attached an engagement letter for Singleton, Clark & Company to perform your organization's annual financial audit again for Fiscal Year 2021. As you review your engagement letter this year, you will find that the proposed fee for Fiscal Year 2021 has increased at an amount in excess of a customary cost of living percentage increase, and I wanted to let you know the reasons why.

The partners of Singleton, Clark & Company recently conducted a study of our fees on a client-by-client basis across all of our school district, city, and county audit niches. This review also included an analysis of how our firm's fees compare to other quality governmental auditing firms of our size. As a result of this analysis, we determined for many of our clients we needed to increase our audit fee in order to make our fees more comparable to the prevailing market rates of other audit firms, or to achieve equality with what we are currently charging other clients of the same size in the same niche.

Deciding on this action was not easy, but we believe it is necessary in order to maintain the high level of service and quality that Singleton, Clark & Company has provided to our clients over the years as a once smaller firm.

I understand both you and your governing body have the responsibility of ensuring your organization is receiving appropriate value for billed professional services, and I hope you will feel the services Singleton, Clark & Company provides are worth our new proposed billing. We have always valued your business, and hope we can continue to serve as the independent auditors of your organization for this year and the years to come.

Sincerely,

Preston K. Singleton, CPA

Preston K. Singleton, CPA
Singleton, Clark & Company, PC



March 31, 2021

To the Honorable Mayor and City Council of the
City of Lampasas, Texas

We are pleased to confirm our understanding of the services we are to provide the City of Lampasas, Texas for the year ended September 30, 2021. We will audit the financial statements of the governmental activities, the business-type activities (if any), each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements, of the City of Lampasas, Texas as of and for the year ended September 30, 2021. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the City of Lampasas, Texas's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the City of Lampasas, Texas's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by U.S. generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis
- 2) Schedule of the Entity's Proportionate Share of the Net Pension Liability (if applicable)
- 3) Schedule of Entity Contributions (if applicable)
- 4) Schedule of the Entity's Proportionate Share of the Net OPEB Liability (if applicable)
- 5) Schedule of Entity Contributions (if applicable)

We have also been engaged to report on supplementary information other than RSI that accompanies the City of Lampasas, Texas's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and we will provide an opinion on it in relation to the financial statements as a whole, in a report combined with our auditor's report on the financial statements:

- 1) Combining Schedules of Non-Major Funds
- 2) Budgetary Schedules
- 3) Schedule of Expenditures of Federal Awards (if applicable)

The following other information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements, and our auditor's report will not provide an opinion or any assurance on that other information:

- 1) Transmittal Letter (when applicable)
- 2) Statistical Section (when applicable)

Audit Objectives

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. The objective also includes reporting on—

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will include a paragraph that states that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance report on internal control over compliance will include a paragraph that states that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major program(s) in accordance with the Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. We will issue written reports upon completion of our Single Audit. Our reports will be addressed to the governing body of the City of Lampasas, Texas. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements or noncompliance may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or on major programs.

However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

Audit Procedures—Internal Control

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the City of Lampasas, Texas's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the City of Lampasas, Texas's major programs. The purpose of these procedures will be to express an opinion on the City of Lampasas, Texas's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Other Services

We will also assist in preparing the financial statements, schedule of expenditures of federal awards, and related notes of the City of Lampasas, Texas in conformity with U.S. generally accepted accounting principles and the Uniform Guidance based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statements, schedule of expenditures of federal awards, and related notes services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Management Responsibilities

Management is responsible for (1) designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal awards, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with U.S. generally accepted accounting principles; and for compliance with applicable laws and regulations (including federal statutes) and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance, (3) additional information that we may request for the purpose of the audit, and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others.

In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. Management is also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements, or abuse that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon.

Your responsibilities also include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

You agree to assume all management responsibilities relating to the financial statements, schedule of expenditures of federal awards, and related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, schedule of expenditures of federal awards, and related notes and that you have reviewed and approved the financial statements, schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Engagement Administration, Fees, and Other

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditor's reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditor's reports or nine months after the end of the audit period.

We will provide copies of our reports to the City of Lampasas, Texas; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Singleton, Clark & Company, PC and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to the entity or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Singleton, Clark & Company, PC personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the entity or a federal agency. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

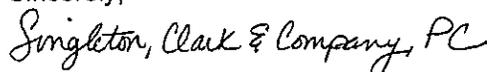
We expect to begin our audit during the summer or fall months of 2021 from our office and with a preliminary interim fieldwork visit to your office, conduct final fieldwork onsite with you in the winter, and to issue our reports no later than 180 days after your fiscal year end. Nathan White is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Our fee for these services is expected to be \$33,100. However, given the nature of an audit and the possibility that unexpected circumstances or conditions may be encountered, such as deficient accounting records or indications of fraud or irregularities, professional standards do not allow us to guarantee minimum audit fees. The above fee is also based on anticipated cooperation from your personnel. If we determine that significant additional time will be necessary to complete the audit, we will discuss it with you in advance and arrive at a new fee amount before we incur the additional time and costs. In addition, the above fee is based on the understanding that the City will not be subject to the federal Single Audit requirements due to federal awards not expected to exceed \$750,000 for the fiscal year. Should a Single Audit become applicable, the additional fees would be \$2,500 for basic Single Audit procedures and \$4,000 per major federal program required to be tested.

Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. Our standard progress billing method is as follows: 30% of fee after completion of audit planning and interim fieldwork, additional 50% of fee after completion of final fieldwork, and final 20% of fee after issuance of our audit report. In accordance with our firm policies, work may be suspended if your account becomes 30 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our reports. You will be obligated to compensate us through the most recent audit phase completed and any additional time incurred on a phase in progress.

We appreciate the opportunity to be of service to the City of Lampasas, Texas and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign below and return the letter to us after making a copy for your records.

Sincerely,



Singleton, Clark & Company, PC

RESPONSE:

This letter correctly sets forth the understanding of the City of Lampasas, Texas.

Management signature: _____

Title: _____

Date: _____



CPAs • Tax • Audit & Accounting

Empowering Peace of Mind

Report on the Firm's System of Quality Control

To the Partners of Singleton, Clark & Company, PC
and the Peer Review Committee of the Texas Society of Certified Public Accountants

We have reviewed the system of quality control for the accounting and auditing practice of Singleton, Clark & Company, PC (the firm) in effect for the year ended December 31, 2019. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including compliance audits under the Single Audit Act.

As part of our review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Singleton, Clark & Company, PC in effect for the year ended December 31, 2019, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Singleton, Clark & Company, PC has received a peer review rating of *pass*.

Bumgardner, Morrison & Company, LLP

BUMGARDNER, MORRISON & COMPANY, LLP

May 7, 2020


City Manager

ITEM NO. 7.2

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

Subject:

Discussion and acceptance of amendments to the Lampasas Economic Development Corporation Bylaws as approved by the LEDC Board on May 5, 2021

Requested By: Finley deGraffenried, City Manager

Submitted By: Finley deGraffenried, City Manager

Date Submitted: May 3, 2021

For the Agenda of: May 10, 2021

Procurement and Funding Statement:

Attachments:

Summary Statement:

The Economic Development Corporation Board met on Wednesday, May 5, 2021 to review the LEDC Bylaws and recommended amendments by Staff and the Board, at that time they approved the following amendments:

- Correction to meeting location
- Latitude for City Manager, in consultation with LEDC Board and City Council, to appoint an Executive Director

At the time of incorporation, through 2014, the City Manager served as Executive Director, however; with the addition of a full time Director, and the increase in business activity the Board approved the attached Resolution providing for the same.

Recommendation:

To consider a motion to accept the amended LEDC Bylaws as presented

RESOLUTION NO. _____

LAMPASAS ECONOMIC DEVELOPMENT CORPORATION

WHEREAS, the Lampasas Economic Development Corporation ("Corporation") was formed September 9, 1998 under the Texas Development Corporation Act of 1979 with the stated purpose to promote economic development within the City of Lampasas and State of Texas; and

WHEREAS, the Corporation and City of Lampasas City Council ("Council") approved the Corporation Bylaws in 1998, that provide governing guidelines; an organizational structure; and operating procedures for the Corporation; and

WHEREAS, the Bylaws anticipate that the Corporation may have changes in structure, organization and governance in the future by including Section VII. (b), providing the procedure to amend the Corporation's Bylaws; and

WHEREAS, the Board of Directors of the Corporation ("Board") now wishes to account for changes in meeting venue and provide latitude for the appointment of an Executive Director to meet the needs and purpose of the Corporation.

NOW THEREFORE, BE IT RESOLVED, that the following language be amended to read:

SECTION 1. AMENDMENTS

Article II. Directors

2.03 **Regular Meeting; Place of Meeting.** Regular meetings shall be held on a date and time as determined by resolution of the Board at the Calvert Municipal Building, 302 East Third Street, Lampasas, Texas, 76550, unless otherwise determined by resolution of the Board. A meeting of the Board for the election of officers and the transaction of other business shall be held on the third Wednesday in November of each year, unless changed by resolution of the Board. All meetings shall be called and held in accordance with the Texas Open Meetings Act, Chapter 551, Texas Government Code, as amended.

2.04 **Special Meetings.** Special meetings of the Board shall be held whenever called by the president, City Manager, or Executive Director or upon written request by two or more directors.

Article III. Officers

3.02 **Officers.** The officers of the Corporation shall be a president, vice-president, secretary, and treasurer. The Board, at each annual meeting, shall elect these officers. The Board may appoint such other officers as it deems necessary, who shall have such authority, and shall perform such duties as from time to time may be prescribed by the Board. The Lampasas City Manager shall serve as ex-officio member of the Corporation and shall provide such staff as may be necessary for administrative support services for the Corporation. The Lampasas City Manager may, in consultation with the Board and City Council, appoint an executive director who shall be a non-voting, ex-officio, member of the Board, and carry out such duties as prescribed by the Board. In the absence of an appointed executive director, the Lampasas City Manager shall serve as the executive director of the Corporation.

SECTION 2. EFFECTIVE DATE

These Amendments shall become effective only upon the occurrence of the following events:

- a) The approval of this resolution by the City Council; and
- b) The approval of this resolution by the Board of Directors.

Section 3. Severability

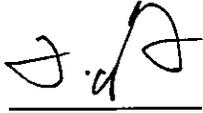
These amendments shall be liberally construed to effectuate their purposes. If any word, phrase, clause, sentence, paragraph, section or other part of these amendments, or application thereof to any person or circumstances, shall ever be held to be invalid or unconstitutional by any court of competent jurisdiction, the remainder shall not be affected thereby.

PASSED AND APPROVED THIS 5TH DAY OF MAY, 2021.

President, Lampasas Economic Development Corp.

Secretary, Lampasas Economic Development Corp.

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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 mural on Calvert Municipal Building by Vision Lampasas.

Requested By: Finley deGraffenried, City Manager

Submitted By: Vision Lampasas

Date Submitted: May 3, 2021

For the Agenda of: May 10, 2021

Procurement and Funding Statement:

Attachments:

Summary Statement:

This item has been placed on the agenda to provide City Council with the opportunity to formally consider a mural being placed on the Calvert Municipal Building.

Recommendation:

To consider a motion to approve, deny or approve with modifications to the proposed mural design and/or placement on the Calvert Municipal Building

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Chris Felan
Vice President
Rates & Regulatory Affairs

April 28, 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 May 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
May, 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:	\$0.36741
2	Estimated City Gate Deliveries:	51,668,140
3	Estimated Gas Cost:	<u>\$18,983,391</u>
4	Lost and Unaccounted For Gas %	2.5932%
5	Estimated Lost and Unaccounted for Gas	\$492,277
6	Total Estimated City Gate Gas Cost:	<u>\$19,475,668</u>
7	Estimated Sales Volume:	<u>64,917,940</u>
8	Estimated Gas Cost Factor - (EGCF)	<u>0.30000</u>
9	Reconciliation Factor - (RF):	0.00000
10	Taxes (TXS):	0.00000
11	Adjustment - (ADJ):	0.00000
12	Gas Cost Recovery Factor - (GCRF)	<u>0.30000 per Ccf</u>

Part (b) - Pipeline Services Costs

Line	(a)	(b)	(c)	(d)	(e)
	Fixed Costs				
13	Fixed Costs Allocation Factors [Set by GUD 10170]				
14	a. Current Month Fixed Costs of Pipeline Services	100.00000%	64,3027%	30.5476%	5.1497%
15	b. Plus: Second Prior Month Recovery Adjustment	\$37,288,265	23,977,361	11,390,670	1,920,234
16	Net Fixed Costs	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
	Commodity Costs				
17	a. Estimated Commodity Cost of Pipeline Services	\$617,437	300,479	174,097	142,861
18	b. Plus: Second Prior Month Recovery Adjustment	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
19	Net Commodity Cost of Pipeline Services	<u>\$617,437</u>	<u>\$300,479</u>	<u>\$174,097</u>	<u>\$142,861</u>
20	Total Estimated Pipeline Costs (Line 16 + Line 19)	<u>\$37,905,702</u>	<u>\$24,277,840</u>	<u>\$11,564,767</u>	<u>\$2,063,095</u>
21	Estimated Billed Volumes		75,225,670 Ccf	46,767,410 Ccf	4,896,543 MMBtu
22	Pipeline Cost Factor (PCF) [Line 20 / Line 21]		0.32270 Ccf	0.24730 Ccf	\$0.4213 MMBtu
23	Gas Cost Recovery Factor - (GCRF) [Line 12]		0.30000 Ccf	0.30000 Ccf	\$2.9297 MMBtu
24	Rider GCR		<u>0.62270 Ccf</u>	<u>0.54730 Ccf</u>	<u>\$3.3510 MMBtu</u>
25			<u>0.62270 Ccf</u>	<u>0.54730 Ccf</u>	<u>\$0.4213 MMBtu</u>

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



April 28, 2021

City Of Lampasas, TX
312 E 3rd St
Lampasas, TX 76550

To the Honorable Mayor and
Members of the City Council

Re: Atmos Energy Franchise Payment

In accordance with the provisions of the franchise agreement between Atmos Energy and the City Of Lampasas, TX, enclosed is a franchise payment for the rights and privileges from April 01, 2021 through June 30, 2021 in the amount of \$17,323.36.

This payment is based on the period January 01, 2021 through March 31, 2021 and is due on or before May 15, 2021. The attached report contains supporting information for this payment.

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

Enclosure

Randy Hartford
Atmos Energy

Atmos Energy
Franchise Payment Report

City Of Lampasas, TX

Revenue Period: January 01, 2021 through March 31, 2021

Date Due: 5/15/2021

Date Paid: 4/28/2021 3:42:01 PM

Category	Gross Revenue	Rate	Payment
Residential Sales	335,925.13	3.0000	10,077.76
Misc. Service Charges - Residential	784.92	3.0000	23.55
Commercial Sales	132,955.27	3.0000	3,988.66
Commercial Governmental Sales	30,324.47	3.0000	909.74
Industrial Sales	15,720.12	3.0000	471.60
Transportation Sales	16,820.27	3.0000	504.61
3rd Party Value of Gas			1,347.44
	\$ 532,530.18		\$ 17,323.36

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

April 28, 2021



Brian Conner
Dir State & Local Tax