

**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 24, 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 24, 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. Administer Oath of Office to Newly Elected Mayor and Council members.
- III. Presentation to outgoing Mayor and City Council member.
- IV. Discussion and possible action concerning the reappointment of Municipal Court Judge and Administer Oath of Office.
- V. Discussion and possible action concerning the appointment of the Mayor Pro Tem for the 2021-2022 term
- VI. Adjourn Special Session

WORKSHOP SESSION

1. Call to order Workshop Session
2. Discussion and updates related to COVID-19 Pandemic. *(pgs. 5-6)*
3. Discussion regarding draft Livestock and Fowl Ordinance in the City Limits of Lampasas. *(pgs. 7-32)*
4. Discussion regarding draft City Council Orientation Handbook. *(pgs. 33-72)*
5. Discussion regarding City Council Work Plan. *(pgs. 73-82)*
6. Discussion regarding draft amendment to Subdivision Regulations regarding Alternative Method of Guarantee for Infrastructure. *(pgs. 83-86)*
7. Discussion regarding Hostess House Improvements. *(pgs. 87-94)*
8. Discussion regarding appointment to Hill Country Transit Advisory Board *(pgs. 95-96)*
9. Discussion regarding any item on the regular agenda
10. Adjourn Workshop Session

REGULAR SESSION

ANNOUNCEMENTS

- A. Call to Order
- B. Invocation and Pledge of Allegiance
- C. Presentations and Proclamations
 - Trisha Eicher- 5 years

	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 May 10, 2021	97-108

3.0	CONSENT AGENDA	PAGES
3.1	Discussion and possible action regarding the April 2021 Investment Report	109-126

4.0	BOARDS/DEPARTMENT REPORTS	PAGES
4.1	<ol style="list-style-type: none"> 1. Library Monthly Report 2. Golf Course Monthly Report 3. Municipal Court Monthly Report 4. City Secretary Monthly Report 5. Utility Billing and Collections Monthly Report 6. Public Works Monthly Report for Electric, Streets, Water/Wastewater 7. Police Department Monthly Report 8. Building Official Monthly Report 9. Economic Development Monthly Report 10. Fire Department Monthly Report 11. Parks and Recreation Monthly Report 12. Information Systems Monthly Report 	127-156
5.0	ROUTINE MATTERS	PAGES
5.1	City Manager’s Operational Report <ul style="list-style-type: none"> • Court of Appeals • Campbell Park • Job Fair • Rugged Sweep • LEDC • Storm Impacts • Staff Anniversaries 	157-158

5.2	MAYOR'S COMMENTS	N/A
6.0	UNFINISHED BUSINESS	N/A
7.0	NEW BUSINESS	PAGES
7.1	Discussion and possible action regarding the first reading of an Ordinance amending Lampasas Code of Ordinances Chapter 70 Subdivisions; Section 70-6 Guarantee of Performance.	159-160
7.2	Discussion and consideration of a Resolution granting a petition for voluntary annexation of Hillside Acres.	161-164
7.3	Discussion and consideration for approval for the Lampasas Police Department to purchase a Vista-Com recording solution.	165-170
7.4	Discussion and possible action regarding proposed feasibility assessment from Reliance Architecture, LLC to preserve the New Hope Baptist Church in an amount not to exceed \$9,800.00	171-174
7.5	Discussion and possible action regarding appointment to the Hill Country Transit Advisory Board.	175-176

Adjourn into Executive Session

EXECUTIVE SESSION

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

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

REGULAR SESSION

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

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 21 day of May 2021 at 2:20pm

Becky Sims
Becky Sims, City Secretary

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City Manager

ITEM NO. WORKSHOP-2

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

Subject:

Discussion and updates regarding COVID-19 Pandemic

Requested By: Finley deGraffenried, City Manager

Submitted By: Jeff Smith, Fire Chief

Date Submitted: May 20, 2021

For the Agenda of: May 24, 2021

Procurement and Funding Statement:

Attachments:

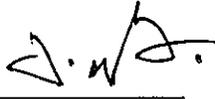
Summary Statement:

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 Livestock and Fowl in the city limits of Lampasas.

Requested By: Sammy Bailey, Police Chief

Submitted by: Sammy Bailey, Police Chief

Date Submitted: April 13, 2021

For the agenda of: May 24, 2021

Procurement and Funding Statement:

N/A

Attachments: Draft Ordinance

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, it is provided to Council to consider and discuss the allowance based on the number, density and type of animal. Several species would be prohibited in residential districts to include swine, roosters, and guinea fowl. Exemptions, temporary or otherwise, would be allowed by permit for 4-H, FFA, grazing for brush control or processed facilities. If this format is acceptable to Council, Staff would recommend additional opportunity for public comment and refining the draft ordinance for consideration.

Recommendation:

Discussion only.

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF LAMPASAS, TEXAS, AMENDING CHAPTER 10 (ANIMAL CODE, ARTICLE III, "LIVESTOCK" SECTIONS 10-145 THRU SECTIONS 10-175 CODE OF ORDINANCES BY ADDING, REORGANIZING , UPDATING PROVISIONS TO COMPLY WITH STATE LAW; AND REPEALING OBSOLETE, DUPLICATIVE, INEFFECTIVE AND UNNECESSARY PROVISIONS AS THEY PERTAIN TO THE CODE OF ORDINANCES WITHIN THE CITY OF LAMPASAS, ET SEQ; REGULATIONS, EXEMPTIONS, ENFORCEMENT PROVISIONS, FINES, AND A SAVINGS AND SERVABILITY CLAUSE; AND INCLUDING AN EFFECTIVE DATE.

WHEREAS, the City of Lampasas, Texas is a Home Rule Municipality located in Lampasas County, Texas, which is enabled by its Charter and the laws of Texas to enact local legislation related to animal control to include regulations pertaining to livestock; and

WHEREAS, the City of Lampasas is thus authorized to safeguard the health, safety, and general welfare of the City and its citizens, including;

WHEREAS, after citizen complaints to the City of Lampasas and the Lampasas Police Department's careful study and analysis, the Chief of Police has recommended that the City Council amend City's Animal Code, to be set forth in the Code of Ordinances, Chapter 10, Article III Livestock, 'Specific Definitions, Regulations, Enforcement and Fines', and to detail regulations related to Livestock within the City of Lampasas; and

WHEREAS, based upon the recommendations from the Chief of Police, the City Council now recognizes that citizens will benefit from the provisions set forth herein, including those related to various animals to include livestock, which may pose a health, safety, general welfare risk and cause a nuisance to those within close proximity of certain Livestock;

WHEREAS, the City Council of the City of Lampasas deems it necessary and in the best interest of the safety, health and wellbeing of the citizens of Lampasas to amend the City's Code of Ordinances, Chapter 10, entitled 'Animal Code', entitled "Article III Livestock" providing for definition, detailing specific Livestock regulations, exemptions, and enforcement, fines within the corporate limits of the city of Lampasas,

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

SECTION 1. The City of Lampasas' Code of Ordinances, Chapter 10, Animal Code, Article III, Livestock, is amended to read as follows:

It is the intent and purpose of this chapter to provide a safe and healthy environment within the city for both people and animals with the recognition that while persons may own and keep animals within the city, the conduct of those animals should be controlled for public safety and the conditions in which they are kept should be appropriate so as to protect the animals and avoid infringement on the peace and enjoyment of surrounding property homes and property owners.

Section 10-145.-Definitions

Terms used in this chapter shall have the meanings ascribed to them in the Texas Health and Safety Code, Texas Agriculture Code, and the City of Lampasas Code of Ordinances. If the term is not defined herein or in those laws, it shall have its commonly understood meaning.

Abandoned Animal: shall mean leaving behind an animal alone or permitting the animal to be abandoned in circumstances which might cause harm to the animal. See also Section 10-148 for further description.

Agricultural "AG" Exempt property: Only land that is primarily being used – and has been used for at least five of the past seven years – for agricultural purposes may qualify for an "AG" exemption in Texas. Agricultural purposes include crop production, livestock, beekeeping, and similar activities.

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.

Animal Control/Care Officer. Shall mean a person designated by the state, or the city who is qualified to perform such duties under the laws of the state and the ordinances of the city.

Livestock Animal Rescue Organization means any not-for-profit organization that has tax exempt status under Section 501 (c) (3) of the United States Internal Revenue Code, which rescues and places animals in permanent homes. Animal Rescue Organizations does not include an entity that breeds animals, or an entity that in exchange for payment or compensation obtains any animal for sale.

Annexed Property. The City of Lampasas follows Local Government Code Chapter 43, Municipal Annexation, to include Section 43.002. The City of Lampasas Zoning Ordinance Section 6, Zoning upon Annexation, provides that the City shall classify annexed land as "AG" (Agricultural) until other zoning is established. While annexed and zoned as AG, the owner of the property shall be allowed to continue as they did prior to the annexation, unless other agreement has been made by the City of Lampasas and the property owner and they are not in violation of a public nuisance.

At Large: means any animal, including fowl and livestock, not restrained by some physical means to the premises of its owner or caretaker. However, an animal, fowl, or livestock shall not be considered at large when held and controlled by some person by means of a leash or chain of proper strength and length to control the actions of the animal, fowl, or livestock or while confined within a non-open bed vehicle or secured by a rope, leash or chain in any open bed vehicle. Further, an animal shall not be considered at large when participating in a show, competition or training program which is approved by the City Council of Lampasas.

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.

Caretaker: A person is subject to this chapter as the caretaker of an animal and is presumed to control the animal if the person (1) is the owner, or lessee of the yard, pen, pasture, or place in which the animal is located and has control of the place, or (2) exercises care or control over the animal. This section includes any person or persons owning, possessing, harboring, keeping, or sheltering any animal.

Department. The Lampasas Police Department.

Enclosure: means a pen, cage, coop, loft, stable, shed, structure or enclosure used to house a bird, fowl, livestock, or other animal.

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. *Cockere*-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.

Grandfathered Animals: Animals in this chapter shall be required to have a permit on or before January 1, 2022, after which time it shall be unlawful for any person, firm or corporation to keep the prohibited or above limit of animals/livestock on property located within the city limits of Lampasas without a permit, waiver, or exemption.

Habitual Public Nuisance Violator: An animal owner/caretaker found to be in violation with a conviction of three offenses within a twelve (12) month period of this Chapter.

Humane Organization: A non-profit organization which provides for the care and custody of sick, injured, lost, abandoned or strayed animals and which may provide veterinary services for the care of animals, kept only for the recovery of the animal or relocation of the animal.

Impound shall mean the placing of an animal in the Lampasas Animal Shelter or in a location that the City may deem necessary for the care of the animal care or taking into custody of an animal for purpose of transportation to the city's animal care facility

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, 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.

Owner means a person owning, keeping, harboring, or acting as custodian of an animal.

- a. "Owner" includes a minor's parent, guardian, or another adult with whom the minor resides, if the minor owns the animal.
- b. *Temporary owner* shall mean an individual who finds a stray animal, has the animal for fewer than thirty (30) days and attempts to find the true owner of the animal.

Performing Animal Exhibition: shall mean any spectacle, display, act or event, other than circus and rodeos, in which the performing animals are used.

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.*

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.

Public Nuisance Animal: shall include Livestock but is not limited to Livestock and Fowl, any animal within this chapter that:

1. Is repeatedly found at large; [found to be at large on 3 occasions within a 12 month period is prima facie evidence]
2. An animal as defined in this chapter, that damages the property of anyone other than its owner; which includes soiling, urinating or defecates on private property other than that of the owner/care taker and causes a substantial inconvenience by doing so,
3. An animal that molests, chases, or intimidates pedestrians or passersby;
4. Any animal that chases vehicles;
5. Any animal that 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;
 - a. Any animal/fowl that barks, whines, howls, crows or makes other noise in an excessive continuous manner, so to interfere with the reasonable use and enjoyment, if the premise/s occupied by humans within 500 feet of the premise/s. [If such noise occurs between 11:00 p.m. and 6:00 a.m. it shall be prima facie evidence that it is unreasonable, it shall be a defense to

prosecution if an individual, other than the owner/caretaker provoked or taunts the animal.]

6. Any animal that 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.
 - a. Includes but is not limited to any animal/s, enclosure/s, object/s, place/s, or condition/s (including but not limited to: fecal matter, garbage, or other organic wastes) that is a potential instrument or medium for odor and disease transmission,
 - b. Includes but is not limited to any dead animal/s not lawfully disposed of and removed from the premise/s within 24 hours of its death,
 - c. Includes but is not limited to a condition or place that is a breeding ground for flies, and mosquitoes,
 - d. Includes but is not limited to the infestation of fleas,
 - e. Includes but is not limited to any condition that causes the harboring of rats.
7. Any animal that is a dangerous animal and not confined as required by the law, city ordinance, or by an Animal Control/Care officer or an animal that is diseased and dangerous to public health.
8. Any animal that molests, chases, or attacks humans or other animals.
9. If the animal has been found by the animal control officer, after notice to its owner and a hearing, to be a Public Nuisance Animal by virtue of being a menace to the public health, welfare or safety, it shall be unlawful for any person to own, keep, possess, or maintain a Public Nuisance Animal.
10. Any animal in this chapter or Animal Owner or Care Taker found to be in violation with a conviction of three offenses within a twelve (12) month period of this Chapter shall be deemed a Habitual Public Nuisance Violator and the Animal a Public Nuisance Animal.
11. The Habitual Public Nuisance Violator shall have their permit revoked and not be allowed to have animals mentioned in this chapter in the city limits of Lampasas for a period of twelve months or a time set forth as provided by written notice not less than a twelve month period.

Public Nuisance:

1. Maintaining any animal mentioned in chapter and/or property that is unsanitary with lack of cleanliness that is dangerous to the public health, welfare, or safety of the animal or there is a failure to maintain animal/s in a manner so to reduce the probability of transmission of disease.
 - a. Includes but is not limited to animal/s, enclosure/s, object/s, place/s, or condition/s (including but not limited to: fecal matter, garbage, rotten feed, or other organic wastes) that is a potential instrument or medium for odor and disease transmission.
 - b. Includes but is not limited to any dead animal/s not lawfully disposed of and removed from the premise/s within 24 hours of its death.
 - c. Includes but is not limited to a condition or place that is a breeding ground for flies, and mosquitoes.

- d. Includes but is not limited to the infestation of fleas.
 - e. Includes but is not limited to any condition that causes the harboring of rat/s or other rodents.
2. Causes unsanitary conditions in enclosures or immediate surroundings where the animal is kept or harbored; [If manure or animal droppings have a three (3) day/72 hour accumulation, it shall be prima facie evidence that the enclosure/surroundings/environment is unsanitary and lacks cleanliness.]
 3. Offensive or dangerous to the public health, safety, or welfare by virtue of the number and/or types of animals maintained or in violation of this chapter.

Recognized Educational Agricultural Programs: Any agricultural, vocational, school or other educational or county fair/livestock show projects involving raising, feeding, and/or maintaining livestock, conducted within the city limits, includes 4-H Club, Future Farmers of America.

Grazing for Brush Control: a company which rents out grazing animals, primarily goat herds for land-clearing purposes.

Single Family Residential Lot shall mean the use of a lot with one building designed for and containing not more than two separate units with facilities for living, sleeping, cooking, and eating therein. This does not include a condominium.

Temporary Permit, means lasting for only a limited period of time; not permanent. A temporary permit 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.

Urban Chicken: A species of chicken known as Gallus Domesticus, also referred to as the common chicken. The keeping of chickens in urban and suburban environment areas.

Veterinarian shall mean a person duly licensed to practice veterinary medicine by the state board of veterinary examiners.

Section 10-146.- Responsibility for Enforcement; Police Powers

1. 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.
2. No person shall interfere in any manner or give false information to the above-stated employees in the performance of their duties.
3. It shall be unlawful for any person to interfere with or hinder any employee of Lampasas Police Department in the discharge of his or her duties as provided in this chapter.

4. It shall be unlawful for any person to fail to obey a lawful order of an Animal Control Officer, if such failure interferes with or hinders such Officer in the discharge of his or her official duties. For purposes of this subsection, the term "lawful order" shall be strictly construed and shall include only such orders that relate directly to matters of substantial importance in the discharge of the official duties regarding animals and animal welfare.
5. It is an affirmative defense to this subsection that failure to obey the lawful order did not interfere with or hinder the duties of those authorized in this chapter to perform such duties.

Sec. 10-147. Entry of Private Premises

If a person keeping animals, fowl, livestock or wildlife within the city, after request of the persons mentioned in Section 10-146 refuse to permit access to the area or places of keeping of such animals, fowl, livestock or wildlife, the Animal Control Officer and/or Peace Officer shall seek the necessary court authorization to enter the premises.

If the person keeping animals, fowl, livestock or wildlife within the city has been issued a permit, exemption, waiver, or temporary permit, that exemption, waiver or permit of any kind is revoked, if access is refused by any person have care, custody, or control over the animals to the area or places of keeping of such animals.

If the Animal Control Officer or Peace Officer determines that the life of the animal is in imminent danger, the Animal Control Officer may enter the curtilage of the premises for the purpose of correcting the threat to the animal's life.

Section 10-148: Abandoned Animal; Impoundment

1. It shall be unlawful for any person to abandon or turn any animal loose within the city limits of Lampasas.
2. Any animal in this chapter left without proper food, water, or shelter when required for more than three (3) days a 72 hour period or any animal left in conditions that endanger the health, life, and safety of the animal will be deemed abandoned.
3. Animal Control or a Police Officer, or any other authorized agent of the City may impound any abandoned animal.

Section 10-149.-Running at large; Impoundment

It shall be unlawful for the owner or controller of any livestock or fowl, including but not limited to, cows, horses, mules, jacks or jennets, hogs, sheep or goats, to permit such animals to run at large, or be at large within the city limits.

- a. Any Animal Control Officer or Peace officer shall take up and impound such animal found by them or by any other person to be running at large.

- b. The before mentioned person shall turn over such animal to the Lampasas Animal Shelter.

Section 10-150.-Keeping of Animals

Animals as defined in this chapter that are not prohibited shall be allowed to be kept in the territorial limits of the City of Lampasas, subject to the following conditions:

1. Shall be permitted with the City of Lampasas through the Lampasas Animal Control Officer,
2. Single Family Residential lots shall be allowed to have no less than six (6) fowl or six (6) rabbits. HB 1686
 - a. This ordinance allows eight (8) rabbits, or eight (8) fowl with a total combination of eight (8) fowl and rabbits being allowed on property up to one acre land; and increases thereafter, as per property size and animal units.
 - b. No pens, enclosures, hutches, cages or other structures for any animal in this chapter will be within twenty five (25) feet of any adjoining residentially zoned property or any building used for human habitation not that of the owner of such animal, or up to one hundred (100) feet depending on the unit of animals; unless otherwise specified in this chapter,
 - c. There shall be an exemption to the enclosure distance restriction, if the keeping of an animal in this chapter and the enclosure for the animal was on the property prior to the construction of adjoining property.
 - a. This applies to the enclosure only; as the animal/s still have to comply with the permit and density restrictions effective January 1, 2022.
 - d. Miniature Livestock enclosure used to keep the following:
 - a. Six (6) or less miniature livestock enclosure must be located at least twenty (25) feet from a structure used for human habitation, other than a structure owned or occupied by the owner/caretaker of the miniature livestock,
 - b. or the enclosure must be located at least one hundred (100) feet from any structure used for human habitation, other than a structure owned or occupied by the owner/caretaker, when there are more than six miniature livestock.
 - e. All animals shall be fed with a constant and adequate amounts of nutritious food, and such food shall be provided to animals in a clean, sanitary manner.
 - f. All food used for poultry, fowl, rabbits, and grazing animals shall be kept in suitable containers with tightfitting covers, so as to be inaccessible to rats and other disease carrying rodents.

- g. All animals shall be provided with clean, fresh, potable water in sufficient quantities to keep the animal/s hydrated for the environmental conditions; and
- h. No person shall possess, harbor, or maintain any type of animal in any area of the corporate limits of the city that is not zoned such as to allow the keeping of such animal/s; those zones shall be classified by the zoning ordinance as agricultural, residential and in some instances commercial.
- i. It shall be unlawful to possess, harbor, or maintain a Public Nuisance Animal in the city limits of Lampasas.
- j. It shall be unlawful to "tie out" an animal for more than three (3) hours within a 24-hour period.
 - a. Livestock shall not be staked out on a public street or in a public place. It shall be unlawful for any person to stake out, or cause to be staked out, any horse, mule, jack, jennet, or animal upon the public streets or public places of the city.
- k. Herding in the area known as the downtown area and in city parks shall be unlawful. It shall be unlawful for any person to herd or congregate any drove of horse, mules, cattle, sheep, or any other livestock upon the downtown area, school grounds, or any park within the city limits, without permission from the City of Lampasas.
- l. Hitching to vehicles, it shall be unlawful for any person to leave any Livestock or animal hitched to any vehicle within the city without being guarded or fastened as to prevent it from entering the street and to prevent a runaway.
 - a. It shall be unlawful for any person to hitch or tie, or cause to be hitched or tied any Livestock or any animal to any type of post upon the sidewalks of the city.
 - b. It shall be unlawful for any person to tie, hitch or cause to be tied or hitched any Livestock or animal to any tree upon any sidewalk, public street or public alley and upon the downtown area of Lampasas.
 - c. A person may not stake livestock at a location or in a manner that allows the animal to graze on or reach a public property.
 - d. Exceptions to staking out, herding, and hitching provisions. This section is in no way intended to interfere with the temporary staking out, herding or temporary hitching of animals during parades, rallies, or other similar uses of public places in the city, which are authorized by the City Council and/or by city ordinance. It does not include extenuating circumstances that requires the immediate herding of loose animals to a safe place.
- m. All animals shall be provided with care and medical treatments for injuries, parasites, infestations, and diseases that is sufficient to maintain the animal in good health and minimize any suffering of the animal.
- n. When a structure is required for adequate shelter,
 - a. The enclosure/structure needs to be large enough for the animal to enter, stand, turn around and lie down in a natural manner; and
 - b. that space shall be large enough to prevent injury and keep the animal in good condition; if enclosure is required

- c. it should keep the animal dry; and
 - d. provides the animal with natural or artificial shade,
 - e. protects the animal from excessive heat or cold and other adverse weather conditions; and
 - f. is adequately ventilated.
 - g. All animals may not be confined to the extent that it is forced to stand, sit, or lie in its own excrement.
13. The owner/caretaker of the animal shall ensure that (1.) the animal, and (2.) the shelter or area provided for the animal is properly maintained to prevent odor, health or sanitation problems.
14. Fences for pens, corral, fences or similar enclosures must be of a sufficient height and strength to retain animals to maintain the animal on the owner's property,
15. All poultry, fowl, urban fowl shall be properly penned and contained. The containment area shall be at least twenty (20) square feet per fowl. (HB 1686)
16. All rabbits and small animals shall be properly contained and the containment area shall be at least nine (9) square feet per rabbit or small animal. (HB 1686)
17. Electrical and Barbed-wire fences is prohibited as perimeter fencing except as perimeter fencing for containment of farm animals on five (5) or more acres.

It is an affirmative defense to prosecution under this chapter that the animal's treatment was directed by a licensed veterinarian.

Section 10-151. - Animal Density

Animals, Barn Animals, Livestock come in many shapes and sizes. The amount of pasture needed to sustain Barn Yard, Livestock, and animals depends upon where you live, what type of livestock you have, and the amount of forage available. The city of Lampasas allows the following:

1. Permitted Livestock shall be allowed in areas of the city limits of Lampasas in areas zoned as "AG" Agriculture, Residential and limited Commercial.
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 those within this chapter, without a waiver.
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 or causes health and safety issues to the animal or the public.
 - 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. 8 sheep= 1 animal unit per acre of land, ½ animal unit allowed on ½ acre of land.
- e. 8 goats=1 animal unit per acre of land, ½ animal unit allowed on ½ acre
- f. 8 miniature livestock =1 animal unit per acre of land,
- g. 8 Fowl=1 animal unit per acre of land,
- h. 8 rabbits=1 animal unit per acre of land

Large 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 1 animal unit per acre.	Animal units allowed on 5 acres 1 animal unit per acre.	Ag. Exempt	Setback requirement of enclosure 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	3	5	Per exemption	25 feet 1 unit or less, 100 feet more than 1 unit
1 unit 1 Horse, mule, donkey, or other equine	0	1	3	5	Per Exemption	25 feet 1 unit or less, 100 feet more than 1 unit
Medium One- half (1/2) Animal Unit allowed on one-half (½) acre of land	½ acre ½ animal unit per acre	1 acre 1 animal unit per acre	3 acres 1 animal unit per acre	5 acres 1 animal unit per acre	Per Exemption	25 feet 1 unit or less, 100 feet more than 1 unit
Allowable ½ animal units	Number of animals allowed	Number of animals allowed	Number of animals allowed	Number of animals allowed	Per exemption	
1 animal unit 8 Sheep	4	8	24	40	Per Exemption	25 feet 1 unit or less, 100 feet more than 1 unit
1 animal unit 8 Goats	4	8	24	40	Per Exemption	25 feet 1 unit or less, 100 feet more than 1 unit

1 animal unit 8 Miniature Livestock	4	8	24	40	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 up to one acre of land	Single Family Residential Lot	Single Family Residential Lot	1 animal unit per acre up to 4 acres	5 acre plus 1 animal unit 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 eight (8)	Eight (8)	Eight (8)	1 acre 8; 2 acres 16; 3 acres 24; 4 acres 32;	5 acres 40; 6 acres 48; 7 acres 56; 8 acres 64; 9 acres 72;	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	25 feet 1 unit or less, 100 feet more than 1 unit			
Males/Cockerels 4 months-	Prohibited	Prohibited	Prohibited	Prohibited	Per Exemption	
Registered with a recognized association of pigeon fanciers						25 feet 1 unit or less, 100 feet more than 1 unit
One (1) Animal Unit allowed on one-half (1/2) acre of land	Single Family Residential Lot	Single Family Residential Lot	1 animal unit per acre up to 4 acres	5 acres plus 1 animal unit 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 8 rabbits or small animal and one litter at any one time until they are weaned.	8 and one litter	8 and one litter	1 acre 8; 2 acres 16; 3 acres 24; 4 acres 32;	5 acres 40; 6 acres 48; 7 acres 56; 8 acres 64; 9 acres 72;	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 type of animal unit/s and the acreage of the land, as will be noted on the permit. **HB 1686 allows a total combination of fowl and rabbits of 8 on a single family residential lot.**

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, other than for fowl which is no longer than 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 or land for the animal. For purpose of determining the amount of “free roaming land” 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.

Section 10-152.-Method of Measuring Distance

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.

Section 10-153.-Animals Prohibited

It shall be unlawful for any person to keep, possess, or maintain within the city limits of Lampasas the following, regardless of age, sex, or breed:

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 species of ratites are not allowed on less than 5 acres of land,
3. Roosters, cockerels at 4 months of age,
4. Any guinea, guinea fowl or peafowl, fighter fowl breeds,
5. Any habitual public nuisance animal.

Section 10-154. Slaughtering of Animals

It shall be unlawful for any person to slaughter any cattle, horse, sheep, swine, or goats of any description within the city limits without a Personal Use Exemption, from the USDA, as is included in the Meat and Poultry Inspection Act.

The slaughtering of animals shall be done in accordance with the Meat and Poultry Inspection Act:

- a. When allowed must be done out of sight and sound of the adjoining properties.
- b. The disposal of the carcass, bones, and blood shall not be left on the property to decay,
- c. The disposal of the carcass, bones, and blood shall not be placed in trash receptacles, where they will become a public nuisance by their odor and cause unhealthy conditions by rotting and decay.

Section 10-155. Disposal of Animals and Livestock

1. No property owner or caretaker of any dead livestock shall fail to lawfully dispose of dead livestock within 24 hours of its discovery.
2. If the City of Lampasas is required to provide a lawful disposal of the animal the owner/caretaker will be responsible to the City for:
 - a. Cost of time of city of Lampasas employees,
 - b. A reasonable cost of equipment used, and if required,
 - c. Contract service fees.
 - d. The above fees will be paid directly to the City of Lampasas or the Lampasas Police Department prior to the collection and disposal of the animal unless other arrangements/agreements have been made with the City of Lampasas Financial Director.
3. Any Owner wishing to relinquish/surrender an unwanted animal to the Animal Control Officer or other authorized employee that applies to this chapter will be charged the appropriate fees within Appendix A of the City Ordinances of Lampasas.
 - a. This does not apply to loose animals.
4. It shall be unlawful for any person to abandon or turn any animal loose within the city limits of Lampasas.

Section 10-156.-Remove of Waste; Manure and Animal Droppings

1. The owner, caretaker or possessor of animals in this chapter shall be responsible for the removal of excreta by the animal on public walks, recreation areas, public property and private property.
2. The owner, caretaker or possessor of every animal shall be responsible for the sanitary conditions of enclosures and the immediate surroundings where animals are kept or harbored.
3. It shall be prima facie evidence that the enclosure/surroundings/environment where the animal is kept is unsanitary and lacks cleanliness, if has an accumulation of manure or of animal droppings is of three (3) days/72 hours.
4. Every person owning or leasing such premises where animals are kept in a residential district with adjoining residences and/or buildings used for human habitation shall have all manure from such animals removed from the premises,

so that at no time shall the manure be allowed to accumulate in such manner as to become or otherwise constitute a nuisance or health hazard.

5. In no event shall any manure be thrown or deposited in or upon any street or public place, or allowed to remain in such places. Further, no person hauling or transporting manure shall transport or haul the same in a manner so as to allow the same to litter the public streets or other public property.
6. Manure and/or droppings shall not be used for fertilizer unless first treated so as to destroy fly maggots.
7. Manure, droppings or food waste from animals shall not be used for compost, if they create a public nuisance odor or health and safety issue.

Section 10-158. - Noise

1. No person shall keep or maintain or permit the keeping of, on any premises owned, occupied or controlled by such person, any animal, fowl, livestock or wildlife of any kind which by frequent or habitual noise makes an unreasonable disturbance to the peace of occupants of adjacent premises or vicinity thereof, including the making of unusual noises by howling, barking, bawling, or otherwise.
2. Any animal/fowl that barks, whines, howls, crows or makes other noise in an excessive continuous manner, so to interfere with the reasonable use and enjoyment of premise/s occupied by humans within 500-feet of the premise/s it shall be prima facie evidence that it is unreasonable.
3. If such noise occurs between 11:00 p.m. and 6:00 a.m. it shall be prima facie evidence that it is unreasonable,
4. It shall be a defense to prosecution if an individual, other than the owner/caretaker provoked or taunts the animal.

Section 10-159. -Shooting or Catching Wild Birds

1. It shall be unlawful for any person to shoot or attempt to shoot or kill with an air rifle, bow and arrow, slingshot, or firearm or other means any wild bird within the city limits, except for the protection of private property, so long as no laws are violated and except where hunting is permitted by law.
2. It shall be unlawful for any person to ensnare or catch or attempt to ensnare or catch, by any means, any wild bird within the city unless such ensnaring or catching is approved by the Animal Control Officer or authorized person in this Chapter for the health and safety of the wild bird.
3. This ordinance cannot and does not apply to wild fowl; such as geese, ducks, and other fowl that are drawn to our waterways and city parks within the city.

Section 10-160. - Fowl

Up to One (1) acre of land single family residential: No person shall have more than one animal unit of fowl on one (1) acre of land in an area zoned as agricultural or residential in the city limits of Lampasas.

One animal unit is allowed per acre of land that is zoned as Agricultural or Residential.

1. A person commits an offense if he keeps, harbors or maintains fowl in the city other than on premises or in a district classified by the zoning ordinance as "AG-Agricultural or Residential." Within areas classified by the zoning ordinance as "AG-Agricultural," and Residential fowl shall be kept within pens, coops or hutches which meet the requirements of this chapter and are maintained in compliance with the provisions of this chapter.
2. A fenced yard shall not qualify as a pen, coop, or hutch for purposes of this section.
3. For an animal unit or less fowl enclosures are allowed to be twenty five (25) feet of any actual residence or building used for human habitation not that of the owner of such animal.
4. All pens, coops, or hutches for the keeping of more than one unit of fowl shall be maintained a minimum of one hundred (100) feet from any residence or commercial building, excluding the residence or commercial building of the person keeping or harboring the fowl, except as specifically provided herein.
 - a. If the fowl kept are pigeons, registered with a recognized association of pigeon fanciers and kept for purposes of competition, the enclosures for such pigeons may be located no less than 25 feet from any residence or commercial building, excluding the residence or commercial building of the person keeping or harboring the pigeons.
5. All pens, coops, hutches and exercise runs shall be completely enclosed.
 - a. For a chicken that will be inside the run all the time (never able to roam), the coop/run is required to measure 10 square feet per fowl.
 - b. For more than one chicken 20 square feet per fowl is required.
6. The pen, coop, hutch or exercise run shall not be placed in the front yard of any property.
7. A person who keeps, harbors or maintains urban/barnyard chickens in the city shall ensure that the animal(s) in their care or custody are treated humanely by, at a minimum, providing all types of chickens with sufficient food, potable water, adequate shelter, and protection from weather.
8. Male chickens/Cockerel over four months of age are not allowed. Roosters are prohibited.
9. No owner/caretaker of any type of chickens, urban chickens, turkey's or other fowl shall allow the fowl to run at large within the city limits. The fowl running

at large shall be impounded by the Animal Control Officer. The owner of the fowl impounded may redeem such by paying the appropriate impound and boarding fees for the impoundment period with the Lampasas Animal Shelter.

Section 10-161. - Rabbits/Small Animal:

Up to One (1) acre of land single family residential: No person shall have more than one animal unit of fowl on one (1) acre of land in an area zoned as agricultural or residential in the city limits of Lampasas.

One animal unit is allowed per acre of land that is zoned as Agricultural or Residential.

Rabbit/Small Animal enclosure used to keep the following:

- a. One unit or less the enclosure must be located at least twenty five (25) feet from a structure used for human habitation, or other than a structure owned or occupied by the owner/caretaker of the rabbits/small animals,
 - b. or the enclosure must be located at least one hundred (100) feet from any structure used for human habitation, other than a structure owned or occupied by the owner/caretaker, when there is more than one unit of rabbits/small animals.
2. Rabbits/small animals shall be kept within pens, coops or hutches which meet the requirements of this chapter.
 - a. Nine (9) square feet per rabbit is required.
 3. A fenced yard shall not qualify as a pen, coop or hutch for purposes of compliance.
 4. Pens, coops, hutches are not allowed in the front yard of any zoning district.
 5. It is an exception to prosecution under this section that the owner has been issued and possesses a valid permit issued by the animal control authority under the provisions of this chapter authorizing the keeping of rabbits in excess of the limits of this section and the owner has not exceeded the permissible number of rabbits.

10-162.-Section Permits

1. Livestock Permit Applications will be provided by and submitted to the Lampasas Animal Control Officer, the application will include the owner information, emergency contact information, animal types, location, enclosure type, and enclosure location with a site plan indicating the animal housing within proximity to adjacent property structures and boundaries, it will include exemptions and information that applies to the exemption.
 - a. A permit will be required on January 1, 2022;
 - b. a permit shall be sought annually by the person with any animal in this chapter;
 - c. Annual or Temporary Permits are issued at no charge but are required to have animals mentioned in the Chapter in the city limits.
 - d. 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.

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:

3. Notice of denial of either an annual or temporary permit shall be in writing from the Animal Control Officer to the person who requested such a permit;
 - a. The City Council may authorize a waiver from the distance regulations contained in subsection above when, in its opinion, an unnecessary hardship will result from requiring strict compliance. Before granting the waiver, the City Council shall hold a public hearing regarding the requested waiver not earlier than 15 days following notice of the public hearing. No waiver shall be granted unless the City Council finds that all of the following conditions exist.
 - b. There are special circumstances or conditions affecting the property of the applicant seeking the waiver, the location, size, or type of proposed pen, coop or hutch, or the surrounding area such that the strict application of the provisions of this section would deprive the applicant of the reasonable ability to the animals it desires; and
 - c. The strict application of the provisions of this section is not necessary to promote the public health, safety and welfare; and
 - d. The granting of the waiver will not be detrimental to the public health, safety or welfare, or injurious to other persons or property in the area; and

- e. The granting of the waiver will be in harmony with the spirit and purpose of this section. In granting a waiver, the City Council may prescribe conditions that it deems necessary or desirable to protect the public interest.
4. The City Council shall, from time to time, by resolution adopt fees to be assessed and may do so for this chapter. During such time the City Council may wish in pursuant to the provisions of this chapter to include fees, but not limited to, the fees for issuance of permits and for additional fees for care and expenses of animals incurred during impoundment at the Lampasas Animal Shelter.
5. The City Council may in the event of a shortage of food and/or a food supply shortage prescribe conditions that it deems necessary or in the best interest of the public in regards to this chapter.
6. It is the intent of this chapter that the owner of the animal(s) bear the costs of such animal's care in those circumstances in which care is provided at the Lampasas Animal Shelter or other appropriate facility. The City shall be authorized to recover, in addition to any fines imposed in a prosecution, all fees and costs incurred by the city for the care and welfare of the animal made the subject of the prosecution.
7. Nothing herein shall be construed to limit or negate the authority of the city's animal control authority or the City Prosecutor under appropriate circumstances, to waive redemption fees or expenses where such waiver is in accord with policies and procedures previously adopted.
8. Additional remedies may also apply to this chapter, in that the Animal Control Officer, Police Officer or designee for the city may pursue a civil action for appropriate legal relief including the collection of a civil penalty or for any equitable relief that is considered appropriate to recover any and all cost of care or disposal of the animal.
9. A Property Owner Association within the city limits of Lampasas may not impose restrictions that are less than those of this chapter.
10. No permit shall be issued to sell animals in this chapter on public roads or public right of ways.
11. No provision of this article may supersede the County Zoning Regulations.

Section 10-163.-Exemptions/Exceptions/Waivers

1. Exhibition at stock shows, fairs, circuses, rodeos, festivals, parades, and zoological institutions, veterinarians or trainings;
2. When located at and on the property of any vocational learning area, or school

3. Slaughtering establishments;
4. City sanctioned brush control using livestock; such as Rent a Goat
5. Recognized Educational Agricultural Programs,
6. 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 Livestock, if swine, must be a minimum of one (1) acre in area with a maximum limit of five (5) swine;
 - c. Pen size and exercise area information to be provided on the application.
 - d. 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
 - e. Hog wallows are prohibited;
 - f. No public nuisances will be allowed or exempted;
 - g. 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, the Animal Control Officer or designee will report to the teacher, agent or advisor and if the teacher, agent or advisor find that the enrollee/permittee is in violation that can cause a public health concern or public nuisance they will report the violation to the Animal Control Officer or designee; all will work together before the permit is voided and the animal removed from the city limits.
 - h. Setbacks variances can be made for Recognized Educational Agricultural Programs but cannot cause or create a public nuisance.
 - i. As part of the permit application to the department by the county agricultural agent for 4-H members and agricultural teacher or adviser for FFA members or advisors supervising the enrollees and their projects, and such other information as the department shall require, shall be included along with contact information.
 - j. The above mentioned officials shall notify the department of the termination of an enrollee's project/s,
 - k. Dates of the project must be included with the application for permit information. The above mentioned officials shall notify the department of the termination of an enrollee's projects.
7. No permit shall be issued to roadside animal vendors, it shall be illegal to sell animals on public roadways and on public right of ways.
8. The provisions of this chapter requiring permits shall not apply to the Lampasas Animal Shelter.



9. The provisions of this chapter requiring permits shall not apply to the Lampasas Independent School District.
10. The provisions of this chapter regarding permits does not apply to farm and ranch supply businesses.
11. In the event of a shortage of food and/or food supply shortage the Lampasas City Council may prescribe conditions that it deems necessary or desirable that is best for public interest, in regards to this chapter.
12. No provision of this chapter may supersede the County Zoning Regulations.
13. The city council may authorize a waiver from the regulations contained in this chapter when, in its opinion, an unnecessary hardship will result from requiring strict compliance. Before granting a waiver, the city council shall hold a public hearing regarding the requested waiver not earlier than 15 days following notice of the public hearing. No waiver shall be granted unless the council finds that all of the following conditions exist:
 - a. There are special circumstances or conditions affecting the property of the applicant seeking the waiver, the location, size, or type of proposed pen, coop or hutch, or the surrounding area such that the strict application of the provisions of this section would deprive the applicant of the reasonable ability to maintain livestock;
 - b. The strict application of the provisions of this section is not necessary to promote the public health, safety and welfare; and
 - c. The granting of the waiver will not be detrimental to the public health, safety or welfare, or injurious to other persons or property in the area; and
 - d. The granting of the waiver will be in harmony with the spirit and purpose of this section. In granting a waiver, the city council may prescribe conditions that it deems necessary or desirable to protect the public interest.

Section 10-164.-Notice of the Revocation of permit, exemption, exception, waiver

Revocations shall be in writing from the Animal Control Authority to the permittee;

- a. A notice of revocation or denial shall set forth, in general terms, the deficiencies, violations or other conditions considered in the decision to revoke or deny the permit, exemption, exception, or waiver.
- b. Persons receiving a notice of revocation or denial of permit, exemption, exception, or waiver shall have the right, within ten days of the date that the notice is postmarked or hand delivered to appeal, by written notice of appeal, the decision of the Animal Control Officer to the Director of Animal Services, the Chief of Police. The Chief of Police shall have ten days from the date of receipt of the written appeal to render a final determination in writing.

- c. Any person having their permit exemption, exception, or waiver revoked may not apply for another for a period of one year from the date of revocation.
- d. Animals pertaining this chapter shall be permitted or have an exemption; exception, or wavier.

Section 10-165.- Estray-Posting of notices of impounded Livestock; redemption; sale; disposition of proceeds; fees.

Upon receipt by the animal control authority of a report of estray within the city or upon discovery by the animal control authority of estray within the city, the Animal Control Officer and/or the Animal Shelter Supervisor shall, as soon as practicable, notify the county sheriff to report the presence of the estray, a description of the estray and the location where the estray may be found. If circumstances permit, the animal control authority shall refer the impoundment and disposition of the estray to the county sheriff. If circumstances do not permit such a referral, the animal control authority shall be authorized to assist the sheriff in the seizure and impoundment of the estray pending the disposition of the estray by the county sheriff in accord with the provisions of Chapter 142 of the Texas Agriculture Code.

Sec. 10-166. - Penalty for Violation

1. Any person found to have violated any provision of this chapter or to have failed to comply with any provision of this chapter shall, upon conviction, be fined in an amount not to exceed the sum of \$500.00. The imposition of a fine shall be in addition to all other remedies provided in this chapter.
2. Each day that a violation exists shall constitute a separate offense.
3. Three (3) offense convictions in a twelve (12) month period will be considered a Habitual Public Nuisance Violator and the person shall not be allowed to possess any livestock or animals in this chapter, in the city limits for a minimum period of twelve (12) months.

SECTION 2. The provisions of this Ordinance are severable and, thus, the invalidity of any word, phrase, or part of this Ordinance shall not affect the validity or effectiveness of the remainder of the Ordinance.

SECTION 3. All ordinances or part of ordinances in conflict with the provisions of this Ordinance are hereby repealed, and are specifically replaces by the terms set for in the amendment shown on the Ordinance attached as Exhibit A.

SECTION 4. It is hereby officially found and determined that the meeting at which this is passed is open to the public and the public notice of the time, place, and purpose of said meeting was given as required by law.

SECTION 5. This Ordinance shall be effective at the time that its publication, if required by state law, has been accomplished by the City.

READ AND CONSIDERED ON FIRST READING by the City Council of Lampasas at a regular meeting on the ____ day of ____ at which a quorum was present and for which due notice was given pursuant to Section 551.001, *et seq.* of the Local Government Code.

READ AND CONSIDERED, PASSED, AND APPROVED ON THE SECOND AND FINAL READING by the City Council of Lampasas at the regular meeting on the ____ day of _____, at which a quorum was present and for which due notice was given pursuant to Section 551.001, *et seq.* of the Local Government Code.

T.J. Monroe, Mayor

ATTEST:

Becky Sims, City Secretary

T

APPROVED AS TO FORM:

Jo-Christy Brown, City Attorney

(Signature of Attorney Provided on Separate Page, To be Attached)

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City Manager

ITEM NO. WORKSHOP-4

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

Subject:

Discussion regarding City Council Orientation Handbook.

Requested By: Becky Sims, City Secretary

Submitted By: Becky Sims, City Secretary

Date Submitted: April 7, 2021

For the Agenda of: May 24, 2021

Procurement and Funding Statement:

Attachments: City Council Orientation Handbook

Summary Statement:

At the March 8, 2021 meeting Council was provided a copy of the City of Lampasas City Council Governance Policy document with recommended amendments. The Governance Policy was last updated in March 2017. Staff noted the areas in yellow where feedback has been provided by Council where an amendment or clarification should be added. Since that time the Governance Policy has evolved into a City Council Orientation Handbook that is more robust and provides Council with numerous resources and guidance as a Government Official. Staff looks forward to Council input and direction and would like to have the final handbook to Council at the June 14, 2021 Council Meeting.

Recommendation:

Discussion and direction only

City of Lampasas City Council Orientation Handbook

*“None of us are as good alone as we are with an amazing
team of people” ~ Lisa Lutloff-Perlo*

April 2021

WELCOME

Congratulations on your election to the City of Lampasas City Council. The City is pleased you have been chosen to serve the citizens, community, and employees of Lampasas. Serving on City Council will be both a challenging and rewarding experience.

The role a Council member is not to be taken lightly, with this position comes a great deal of responsibility. You are responsible for regularly attending all meetings and understanding the duties of Council. You have a responsibility to citizens to consistently work and vote for the betterment of the community as a whole.

The City Council Orientation Handbook is meant to help guide you through the process of Council membership as you take on the critical role of a City of Lampasas Council member. With your position, you will be an integral part of shaping the community. Refer to this handbook and the City Charter during your term for assistance and guidance.

City of Lampasas

- Annual Operational Budget- 31 Million
(Important Line Items- Funding)
- Number of Operational Departments- 14
- Number of City Employees-126
- Estimated City of Lampasas Population-7222

Things to Know

- Individual mailboxes are located in the break room at City Hall.
- Each Council member is issued a FOB to access the back door at City Hall.
- Mayor & Council inquiries at City Hall are handled by the City Manager and/or City Secretary. Information is disseminated to Council as needed or to follow up with Citizen.

CITY FACILITIES

City Hall

312 E Third Street

(512) 556-6831

City Manager: Finley deGraffenried

Assistant City Manager: Rickie Roy

City Secretary- Becky Sims

Finance Director: Yvonne Moreno

EDC Director- Mandy Walsh

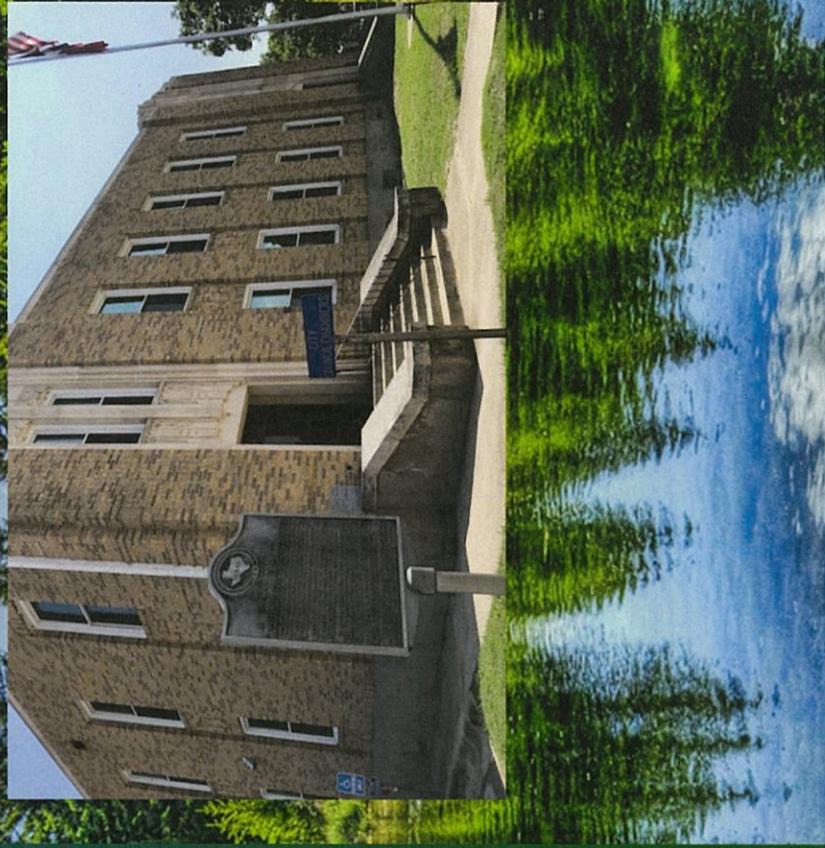


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Jack Calvert Municipal Building

City Council Chambers

302 E Third Street



CITY FACILITIES

City of Lampasas IT Department
405 S Main
512-556-6831
IT Director: Monica Wright
System Administrator: Kristy Acevedo



IT Supported Hardware

PCs- 92
Servers- 21
Firewalls- 3
Laptops-51
Printers-63
Wireless Access Points (WAP)-16
Switches- 20
Network Attached Storage (NAS)
Tablets- 10
Verizon Aircards-41

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IT Supported Software- 30+ applications



CITY FACILITIES

City of Lampasas Municipal Court
403 S Main
512-556-4909
Judge Robert Gradel
City Prosecutor- Jackie Baltrun
Court Clerk- Lewann Turner
Deputy Court Clerk- Ester Ramirez



CITY FACILITIES

City of Lampasas Municipal Golf Course
237 Naruna Rd
512-556-3202
Manager: Van Berry



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City of Lampasas Library
201 S Main St.
512-556-3251
Director: Shanda Subia

CITY FACILITIES

City of Lampasas Fire Department

1107 E 4th Street

512-556-3446

Fire Chief: Jeffrey Smith

Fire Marshal: Ronnie Withers



City of Lampasas Police Department

301 E 4th Street

512-556-6235

Police Chief: Sammy Bailey

Assistant Police Chief: Jody Cummings

CITY FACILITIES

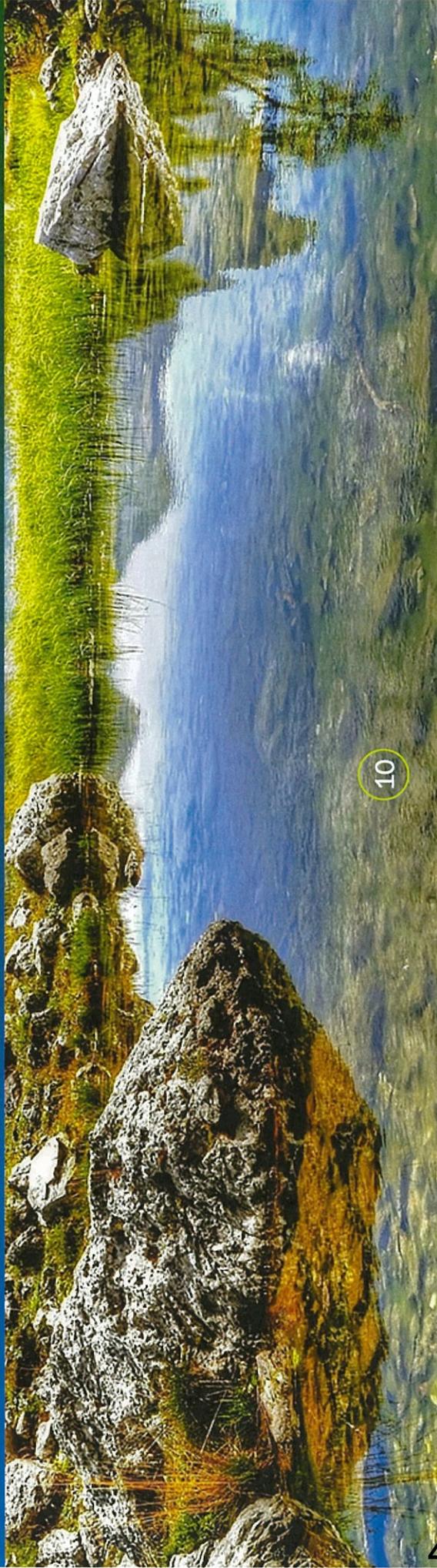
City of Lampasas Animal Shelter

301 College

512-556-8586

Police Chief: Sammy Bailey

Shelter Supervisor: Kasey Schwartz



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CITY FACILITIES

City of Lampasas Street/Electric Department

201 Brown Street

Electric Superintendent: Flint Geagley

512-556-3988

Street Supervisor: Carlos Garcia

512-556-2086



Citizen Collections Station
Recycling Center



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CITY FACILITIES

City of Lampasas Water Wastewater Department
100 Brown Street
Water Wastewater Operations Manager: Van Sims
Plant Operations Supervisor: Stephen Sewell



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CITY FACILITIES



City of Lampasas Parks Office

803 S Spring Street

512-556-6812

Parks Director: Chris Eicher

Parks Superintendent: Jessie Acosta

Parks Secretary: Vicki Tower

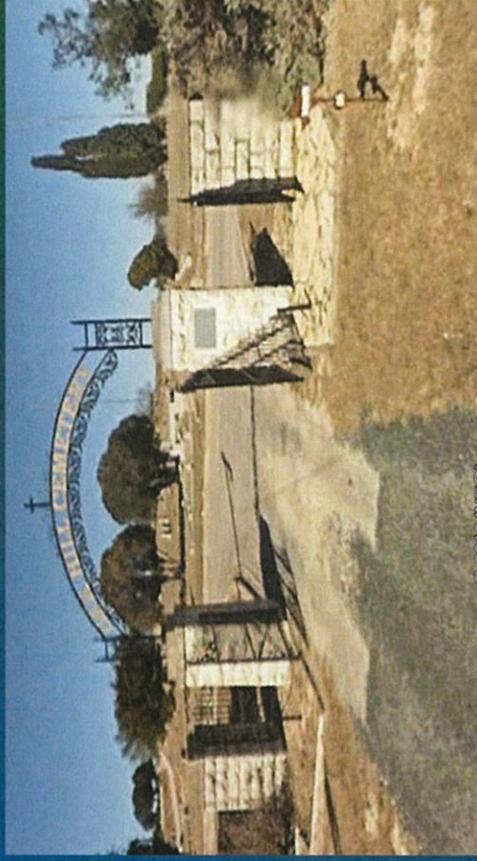


City of Lampasas Oakhill Cemetery (60 acres)

1010 W Avenue E

512-556-8520

Cemetery Crew Leader: Duane Griffith



CITY FACILITIES

City of Lampasas Municipal Airport

2541 N US Highway 281

Parks Director: Chris Eicher

Parks Superintendent: Jessie Acosta

Parks Secretary: Vicki Tower



- 4,200 foot runway
- Pilots Lounge- Terminal Building
- Self-Serve Fuel- 100LL AvFuel
- 2 Courtesy Cars
- 25 Hangar Spaces
- Tie-Down Space Available

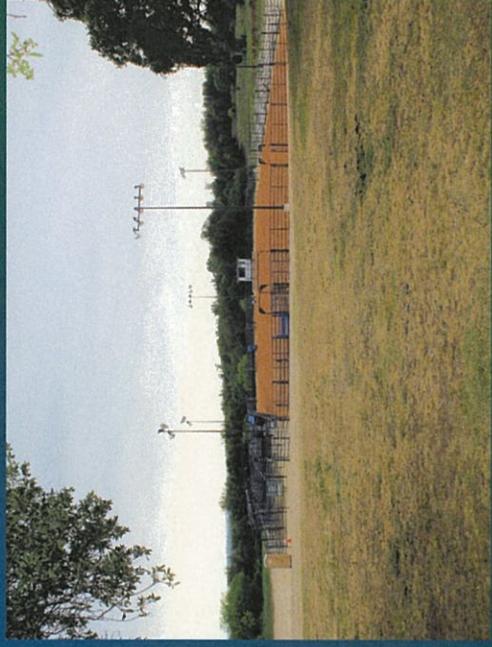
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CITY FACILITIES

City of Lampasas Sports Facilities
2351 W FM 580 (Office)
Parks Facility Supervisor: Aaron Weiser
Parks Director: Chris Eicher
Parks Superintendent: Jessie Acosta
Parks Secretary: Vicki Tower



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City of Lampasas Attractions

Hanna Springs Pool



Hancock Springs Free Flow Pool



Cooper Spring Nature Park



Campbell Park~ Art in the Park~
Hanna Springs Sculpture Garden



Historic Hostess House



Vision Lampasas Murals





Goodrich Memorial Tennis Courts
700 S Willis

Turner Field Complex
808 Campbell

Gavin Garrett Soccer Fields
1002 S Spring Street

City of Lampasas Parks

WM Brook Park
Hancock Park

Southside/Sue Ann Community Park
Cook Cemetery
Avenue A Park/Pavillion
College Street Community Park

Historic Colored School
514 College Street

Lampasas Service Center
(Head Start/ Senior Center)
500 East 8th Street

Parks Department maintains over 600 acres of City property

Form of Government

Home Rule

Home Rule Cities are any city with over 5,000 in population in which the citizens have adopted a Home Rule Charter. The City of Lampasas Home Rule Charter was approved by the voters in 1986. The last amendment was done in 2016.

A charter is a document that established the city's government structure and provides for the distribution of powers and duties among the various branches of government. The legal position of Home Rule Cities is the reverse of General Law Cities. Rather than looking to State Law to determine what they may do, as General Law Cities do, Home Rule Cities look to the State Constitution and State Statutes to determine what they may not do. Thus, if a proposed Home Rule City action has not been prohibited or pre-empted by the State, the City generally can proceed. Home Rule Cities also have the Power of Initiative, the Power of Referendum, and the Power of Recall.

Every Home Rule City in the State of Texas operates under one or two forms of government: Mayor-Council or Council-Manager. The City of Lampasas is known as a "Council-Manager Government" as defined in Section 1.03- Form of Government in the City Charter.

Form of Government

Council-Manager Form

Under the Council-Manager Plan, the voters elect a City Council which, in turn, hires a City Manager to administer the city's day-to-day affairs. In a Council-Manager city, as in any other, the Council serves as the legislative body. The Council sets policy, it approves the budget and sets the tax rate. It determines the size of the payroll and the extent and cost of municipal services. In short, the Council is the final authority on all of the many policy decisions that determine the scope and functions of the City Government.

Under the Council-Manager Plan, the Mayor and Council members have no administrative duties. These are vested in the City Manager, who is responsible for directing the workforce and programs of the city in accordance with ordinances, rules, and regulations adopted by the Council. The typical City Manager in Texas is appointed for an indefinite term and is subject to dismissal by the Council at any time. He or she is designated, either by charter or ordinance, as the Chief Executive and Administrative Officer of the City and is the unilateral authority to hire, discipline, and fire the department heads.

In some cases, however, certain employees, such as the City Attorney, City Secretary, or Municipal Judge are directly hired and/or supervised by the Council rather than the City Manager. Although the manager's role varies from one city to another, the manager's primary function is to implement the policies established by the council and ensure that the city is operated in an economical and responsible manner.

Parliamentary Procedures at a Glance

To Do This: (1)	You Say This	May you interrupt the speaker?	Must you be seconded?	Is the motion debatable?	Is the motion amendable?	What vote is required?
Adjourn the meeting (before all business is complete)	"I move that we adjourn"	May not interrupt speaker	Must be seconded	Not debatable	Not amendable	Majority vote
Recess the meeting	"I move that we recess until..."	May not interrupt speaker	Must be seconded	Not debatable	Amendable	Majority vote
Complain about noise, room temperature, etc.	"Point of Privilege"	May interrupt speaker	No second needed	Not debatable (2)	Not amendable	None (3)
Suspend further consideration of something	"I move we table it"	May not interrupt speaker	Must be seconded	Not debatable	Not amendable	Majority vote
End debate	"I move the previous question."	May not interrupt speaker	Must be seconded	Not debatable	Not amendable	Two-Thirds vote
Postpone consideration of something	"I move we postpone this matter until..."	May not interrupt speaker	Must be seconded	Debatable	Amendable	Majority vote
Have something studied further	"I move we refer this matter to a committee."	May not interrupt speaker	Must be seconded	Debatable	Amendable	Majority vote
Amend a motion	"I move that this motion be amended by..."	May not interrupt speaker	Must be seconded	Debatable	Amendable	Majority vote
Introduce business (a primary motion)	"I move that..."	May not interrupt speaker	Must be seconded	Debatable	Amendable	Majority vote

Notes:

1. These motions or points are listed in established order of precedence. When any one of them is pending, you may not introduce another that's listed below it. But you may introduce another that is listed above it.
2. In this case, any resulting motion is debatable
3. Chair decides

Parliamentary Procedures at a Glance Cont.

To Do This: (4)	You Say This:	May you interrupt speaker?	Must you be seconded?	Is the motion debatable?	Is the motion amendable?	What vote is required?
Object to procedure or to a personal affront	"Point of order"	May interrupt the speaker	No second needed	Not debatable	Not amendable	None (3)
Request information	"Point of information"	If urgent, may interrupt speaker	No second needed	Not debatable	Not amendable	None
Ask for a vote by actual count to verify a voice count.	"I call for a division of the house."	May not interrupt speaker (5)	No second needed	Not debatable	Not amendable	None unless someone objects(6)
Object to considering some undiplomatic or improper matter	"I object to consideration of this question."	May interrupt speaker	No second needed	Not debatable	Not amendable	Two-Thirds vote required
Take up a matter previously tabled	"I move we take from the table..."	May not interrupt the speaker	Must be seconded	Not debatable	Not amendable	Majority required
Reconsider something already disposed of	"I move we now (or later) reconsider our action relative to..."	May interrupt speaker	Must be seconded	Debatable if original motion is debatable	Not amendable	Majority required
Consider something out of its scheduled order	"I move we suspend the rules and consider..."	May not interrupt speaker	Must be seconded	Not debatable	Not amendable	Two-Thirds vote required
Vote on ruling by the chair	"I appeal the chair's decision."	May interrupt speaker	Must be seconded	Debatable	Not amendable	Majority in the negative required to reverse chair's decision.

Notes:

- The motions, points and proposals have no established order of precedence. Any of them may be introduced at any time except when the meeting considering one of the top three matters listed in the chart(motion to adjourn, motion to recess, point of privilege)
- But division must be called for before another motion is started.
- Then majority vote is required.

City Council Governance Policy

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

- The Council is committed to the fair exchange of ideas and policies.
- The Council will endeavor to keep the community informed on municipal affairs; encourage communication between the citizens and the City Council; strive for strong, working relationships among Lampasas, Lampasas County, Lampasas County Chamber of Commerce, and Lampasas Economic Development Corporation as well as other organizations which may impact the city.
- In its governance role, the Council will continue to be dedicated to friendly, courteous, and professional relationships with staff members, other Council members and the public.
- The Council will operate with a style which emphasizes outward vision rather than an internal preoccupation; strategic leadership more than administrative detail; and clear distinction of Council and staff roles. In this spirit, the Council will:
- Direct, control and inspire the organization through the careful establishment of the values and perspective (*policies*) which ends as organizational products, impacts, results, benefits, and outcomes.
- Be accountable to the public for competent, conscientious and effective accomplishment of its obligations as a Council. No officer, individual or committee of the Council shall usurp the role of the Council as a whole.
- Monitor and regularly evaluate the Council's own process and performance. Ensure the continuity of its governance capability by retraining, redevelopment, and reprioritizing goals and plan of work.
- Enforce discipline to govern with excellence, in such matters as policy-making, role clarification, speaking with one voice and self-policing of any tendency to stray from governance as adopted in Council policies.

City Council Governance Policy Cont.

SECTION I COUNCIL/STAFF RELATIONS POLICY

Mayor - City Council Relations

Mayoral Responsibilities

- The job of the Mayor is the integrity of the Governance Process and representation of the Council to outside parties.
- The Mayor shall preside at Council meetings. The Mayor Pro Tem shall preside in his/her absence.
- The Mayor or members of Council shall have no administrative duties. The Mayor or members of the Council shall focus their efforts on governance and not administration or management of the city.
- The Mayor may vote on all agenda items requiring Council action.
- The Mayor shall preserve order and decorum and shall require Council members engaged in debate to limit discussion to the question or topic at hand.
- The Mayor shall notify the City Manager and/or City Secretary of his/her absences from the city and city meetings and the City Manager and/or City Secretary shall then notify the Mayor Pro Tem of his/her responsibilities.
- The Mayor will encourage all council members to participate in council discussion and give each member an opportunity to speak before any member can speak again on the same subject.

Mayor Pro-Tem Responsibilities

- The Mayor Pro Tem shall act as Mayor during the absence or disability of the Mayor and shall have the power to perform every act the mayor could perform if present.

City Council Governance Policy Cont.

SECTION I COUNCIL/STAFF RELATIONS POLICY

Council Responsibilities

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

City Council Governance Policy Cont.

Council and Staff Relations

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

In order to ensure proper presentation of agenda items by staff, questions arising from Council members after receiving their information packet should be directed to the City Manager for consideration prior to Council meeting. This allows staff time to address the Council members concern and provide all Council members with the additional information.

The City Manager may designate the appropriate staff member to address each agenda item and shall see that each presentation is prepared and presented in order to inform and educate the Council on the issues which require Council action. The presentation should be professional, timely, and allow for discussion of options for resolving the issue. The staff member making the presentation shall either make it clear that no Council action is required, present the staff recommendation, or present the specific options for Council consideration.

The City Manager is directly responsible for providing information to all the Council concerning any inquiries by a specific Council member. If the City Manager or his/her staff's time is being dominated by a Council member, it is his/her responsibility to inform the Mayor.

City Council Governance Policy Cont.

The City Manager will be held responsible for the professional and ethical behavior of himself/herself and the discipline of his/her staff as outlined in the City's Home Rule Charter.

Any conflicts arising between the City Staff and the Council will be addressed by the City Manager.

All staff shall show each other, each Council member, and the public respect and courtesy at all times. Staff is also responsible for making objective, professional presentations to ensure public confidence.

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

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

City Council Governance Policy Cont.

SECTION II MEETING RULES AND PROCEDURES Five types of meetings are recognized:

Regular Meetings

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

Workshop Meetings

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

Special Meetings

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

Emergency Meetings

In case of emergency or urgent public necessity, upon the request of the Mayor, City Manager, or four Council members, the City Secretary may call an Emergency Meeting, which shall be expressed in the notice, it shall be sufficient if notice is posted two hours before the meeting is convened and the person calling such emergency meeting shall, if a request has been filed at the City Hall, give notice by telephone, facsimile transmission, or electronic mail to any news media requesting such notice. The emergency and the reason must be clearly stated. Emergencies are limited to situations of "imminent threats," to public health and safety, or reasonable unforeseeable situations requiring immediate action by the governmental body.

Public Hearings

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

City Council Governance Policy Cont.

AGENDA - PLACING ITEMS ON THE AGENDA

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

AGENDA - CONSENT AGENDA

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

AGENDA - EXECUTIVE SESSION

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

AGENDA - AGENDA PACKETS

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

AGENDA - NOTICE OF MEETINGS

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

AGENDA - PUBLIC NOTICES

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

City Council Governance Policy Cont.

CHAIRPERSON

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

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

CALL ORDER

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

GENERAL RULES – QUORUM

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

GENERAL RULES - COMPELLING ATTENDANCE

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

GENERAL RULES - RIGHT TO FLOOR

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

City Council Governance Policy Cont.

SECTION III. CODE OF CONDUCT

MAYOR AND COUNCIL MEMBERS

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

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

CITIZENS

Citizens are welcome and invited to attend all meetings of the Council, and will be admitted to the Council Chamber up to the fire safety capacity of the room.

Any citizen wishing to address Council may do so under the agenda item **CITIZENS WISHING TO ADDRESS COUNCIL**. Before recognition by the Mayor, citizens must sign a sheet of order with the City Secretary prior to the Council meeting. Comments are limited to three minutes or less.

Citizens wishing to comment on agenda items may do so when recognized by the Mayor. Comments are limited to three minutes or less.

All cell phones, tablets, laptops or other such communication devices must be "set to silent or vibrate mode" while in the Council Chambers to avoid disruption of the meeting.

Right to Record. Citizens, attendees and media representatives may take audio and video recordings of any open meeting, however, City Council may designate an area for recording to minimize disruption to Council and other attendees.

City Council Governance Policy Cont.

EMPLOYEES

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

COUNCIL DECORUM AND DEBATE

No member shall speak more than the time limits provided in this section on any subject or amendment, and such member may use his/her time in any combination, in separate speech or comments totaling the number of minutes permitted. The Mayor shall not be obligated to recognize any Council member wishing to speak who has been allowed a first comment. Council members shall also have the right to yield a portion of time to another member.

Any member deciding to speak more than five minutes on any question or more than five minutes on any amendment to the question shall be accorded the privilege without objection upon motion supported by majority. No member shall be permitted to interrupt while another member is speaking.

No member shall use cell phones, tablets, laptops or other such communication devices while in the Council Chambers, other than to conduct City business that is pertinent to the meeting being held. No discussion of the items and issues before the Council may be conducted by the Council via such electronic devices during a meeting, whether with staff, fellow Council members or the public in general. All such devices shall be in “silent/vibrate mode” during Council meetings.

No Council member shall be permitted to indulge in personalities, use offensive language, arraign motives of members, charge deliberate misrepresentation or use language tending to hold a member of the City Council in contempt.

If a member is speaking or otherwise transgressing the rules of the Council, the presiding officer shall or any Council member may call him/her to order in which case he/she immediately must be quiet unless permitted to explain. The Council shall, if appealed to, decide the case without debate. If the decision is in favor of the member called to order, he/she shall be at liberty to proceed, but not otherwise.

City Council Governance Policy Cont.

CONSIDERATION OF ORDINANCES, RESOLUTIONS AND MOTIONS - MAJORITY VOTE REQUIRED

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

CONSIDERATION OF ORDINANCES, RESOLUTIONS AND MOTIONS - VOTING REQUIRED

- No member shall be excused from voting except on matters involving the consideration of his own official conduct, or where his personal interests are involved, and in these instances, he shall abstain.
- Any member prohibited from voting by personal interest shall announce at the commencement of consideration of the matter and shall not enter into discussion or debate on any such matter. The member having briefly stated the reason for his request, the excuse from voting shall be made without debate.
- Any member who reasonably believes that his/her voting on a matter would create an appearance of impropriety shall be excused from voting. That member shall state publicly the reason(s) he/she believes voting would be improper.

GUIDELINES FOR COUNCIL SUBCOMMITTEES, BOARDS AND COMMISSIONS

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

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

City Council Training and Resources

Texas Municipal League Institute

The Texas Association of Mayors, Council members and Commissioners (TAMCC) and the Texas Municipal League (TML) encourage elected officials to learn about their governance roles and city government through a variety of educational opportunities. These opportunities provide elected officials a chance to enhance their policy-making and leadership skills. TML and TAMCC sponsor the Texas Municipal League Institute (TMLI) to recognize and reward elected officials who commit to continuing their professional development. This recognition, for completing a certain number of continuing education credits (CEUs) within a calendar year, begins with a certificate of recognition and increases to a certified municipal official.

*Education is the most powerful weapon you can use to
change the world~ Nelson Mandela*

City Council Training and Resources Cont.

Texas Open Meetings Act

State law requires that all council meetings be scheduled at a fixed time and place; a quorum of the council must be present for the transaction of business; any question before the council be decided by majority vote of the members present and voting, except where the law requires more than a simple majority; and that the Mayor always presides, if present.

Every meeting of the City Council must be conducted in accordance with the Texas Open Meetings Act, Chapter 55I of the Texas Government Code. The Act requires each elected or appointed member of a governmental body to take at least one hour of training in the Open Meetings Act.

The training must be completed not later than 90 days after the member takes the oath of office or assumes the responsibilities of the office.

The required training can be met in at least two ways:

1. Viewing a video that is available to borrow or online.
2. Receive training from certified entities, such as TML.

A written notice of council meetings is required by law, to be posted 72 hours in advance of the council meeting including the date, hour, location, and subject of meeting.

The Act requires that all council meetings, with narrow exceptions, be open to the public. Closed meetings (executive sessions) are permitted for the discussion of items that legitimately fall within the exceptions stated in the law. Please refer to the TML Handbook for Mayor and Councils for the complete list of exceptions to open meetings.

Stiff penalties are provided for violations of the Open Meetings Act. A Council member or any other person who participates in an illegal closed meeting can be punished by a fine of \$100 - \$500, confinement to the county jail for one to six months, or both. The same penalty can be applied to a council member who conspires to circumvent the requirements of the law by meeting in numbers less than a quorum.

City Council Training and Resources Cont.

Texas Public Information Act

“Public Information” is defined as information that is written, produced, collected, assembled, or maintained under a law or ordinance or in connection with the transaction of official business by; a governmental body; for a governmental body and the governmental body; by an individual officer or employee of a governmental body in the office’s or employee’s official capacity and the information pertains to official business of the governmental body.

Public Information includes any electronic communication created, transmitted, received or maintained on any device if the communication is in connection with the transaction of official business. “Official business” is defined in the Act to mean any matter over which a governmental body has any authority, administrative duties, or advisory duties. The Act expressly provides that a council member’s private computer or cell phone communications, if made in connection with the transaction of official business, is public information. The media on which the information is stored is all inclusive whether it be recorded on paper, film, or electronically, etc.

Each elected or appointed member of the governmental body must take at least one hour of training in the Public Information Act. The training must be completed not later than 90 days after the member takes the oath of office or assumes the responsibilities of the office.

The City Secretary is the Public Information Officer for the City of Lampasas. All requests made under the Public Information Act must be directed to the City Secretary.

City Council Training and Resources Cont.

National Incident Management System (NIMS) Training NIMS Requirement

The Office of Homeland Security requires the following classes to be completed by City Council members. You can either take the course online and go at your own pace, or we can have our Emergency Management Coordinator teach it. You may already have completed the courses in previous work, if so, just provide a copy of the certificate for City records.

These courses are available on-line. All courses require you to have a FEMA Student ID# (SID). You can obtain one here: <https://cdp.dhs.gov/femasid>

ICS-100 <https://training.fema.gov/is/courseoverview.aspx?code=IS-100.b>

ICS-700 <https://training.fema.gov/is/courseoverview.aspx?code=IS-700.a>

City Council Training and Resources Cont.

Sources of Information

As a new or existing Council member, you may want to look at the following sources of information. These items are made available on the City's website, www.cityoflampasas.com

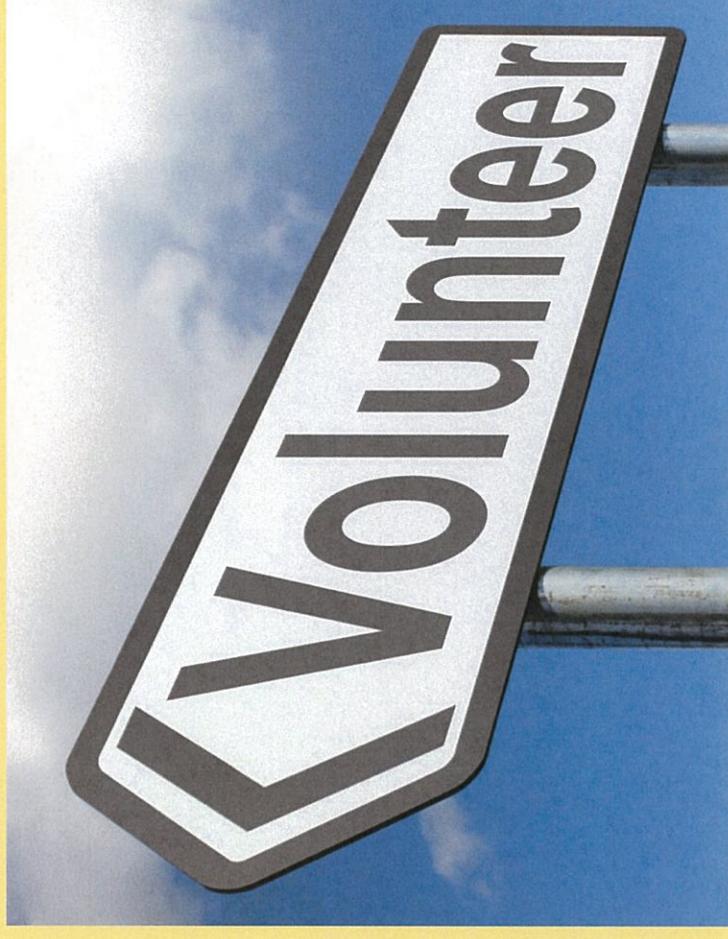
- City Charter
- City Council Meeting minutes.
- Current budget, previous year's financial reports and other key financial documents.
- Code of Ordinances.
- City Zoning Regulations
- Comprehensive Plan

You will also be provided with a copy of the following:

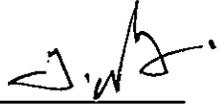
Employee Personnel Policy
City of Lampasas Purchasing Policy

City of Lampasas Advisory Boards

- Airport Advisory Board
 - Airport Zoning Board of Adjustment
- Capital Improvement Program Committee (CIP)
- Construction Board of Adjustment & Appeal
- Golf Course Advisory Board
- Lampasas Economic Development Corporation (LEDC)
- Library Board
 - Library Foundation Board
 - The Guthrie Committee
- Parks and Recreation Advisory Board
- Planning and Zoning Commission
- Zoning Board of Adjustment



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City ManagerITEM NO. WORKSHOP-5

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

Subject:

Discussion to consider a date for the Council Planning Session, to review the progress made to date and to discuss future directives.

Requested By: Finley deGraffenried, City Manager

Submitted By: Finley deGraffenried, City Manager

Date Submitted: May 20, 2021

For the Agenda of: May 24, 2021

Procurement and Funding Statement:

Attachments: Previous agenda, presentation slides, 2020 planning worksheet

Summary Statement:

Council will be asked to provide input and direction on Community Engagement, Needs Assessment, Capacity Building, and future projects. Council Planning was postponed at the direction of Council in deference to the COVID-19 pandemic. Council discussed the planning process multiple times during the last 15 months, beginning February 2020. Council was offered the attached presentation September 28, 2020 and deferred a specific planning date until after the November election and seating of New Council.

On November 23, 2020 Council identified a date and format (attached) of December 18 to conduct a planning retreat; unfortunately, one of the presenters was confirmed to have COVID, and the meeting was postponed.

On January 11 Council deferred setting a date for a planning meeting, but instead requested briefings related to planning activities included the Comprehensive Plan and Pre-treatment Study which were done at subsequent meetings.

February 8, 2021 Council was provided additional briefing on the Council Work Plan and directed the process be postponed until after the May 2021 Election. Staff is now prepared to receive direction from Council regarding a desired date and format for a meeting devoted to the City Council Work Plan.

Recommendation:

Discussion and recommendations from Council

City of Lampasas

2021 City Council Planning Retreat

- Presentation by Jason Jones, Jones-Heroy Consulting Engineers, regarding Pre-Treatment Study and Recommendations. – **Completed**
- Pre-Treatment next steps- **Initial Planning and Meeting have been conducted**
- Review and Tour of Information Technology Office.
- Discussion regarding Comprehensive Plan- **Completed- Final edits have been completed by consultants; Staff anticipates final publication within the next 30 days**

Status, Priorities and Implementation

Discussion regarding 2021 City Council Work Plan

- Plan Purpose, Goals and Priorities
- Related Complimentary Planning Documents
 - CIP, Comprehensive Plan, Budget
- Tasks, Projects and Priority Hot Topics
- Discussion regarding Planning Categories
 - Communication, Image and Promotion
 - Community Engagement
 - Capacity Building, Building Relationships
 - Expanding Resources
 - Professional Development
 - Assets and Stewardship

City Council Work Plan City of Lampasas



24 MAY 2021

COUNCIL WORKSHOP SESSION

INCLUDING SEPTEMBER 28, 2020 PRESENTATION

Date, time, format etc.

Typically $\frac{1}{2}$ to $\frac{3}{4}$ of a day

Varied locations

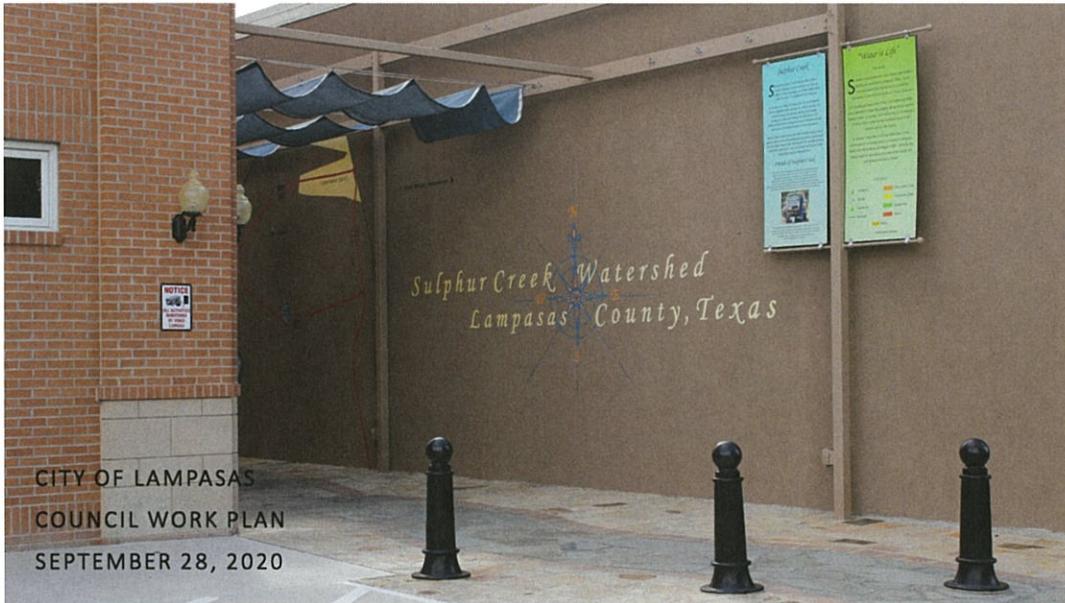
Facility and Site tours

Outside resources/facilitators

Plan Pieces

Generally,

- Inclusive but not duplicative
- Identified additional planning
- Capacity building
- Community Engagement
- Communications
- Council/Staff expectations



CITY OF LAMPASAS
COUNCIL WORK PLAN
SEPTEMBER 28, 2020

Considerations and Input

Timing

- Elections
- Additional Input
- Other Stakeholders

Process

- Additional Meetings
- Workshop
- Tours

Format

- Inclusion of Other Planning Documents
- Inclusion of Capital Projects and Priorities
- Duplication of Other Planning Documents and Efforts

Setting Priorities

Council Work Plan

- Identification of Needs, and Projects/Tasks to Address those Needs
- Inclusive
- Incorporate Capital Priorities and Staff Work Plan
- Timelines, Benchmarks

Request for Project List to Prioritize Work of Staff

- Capital Projects and Planning Projects Currently being conducted
- Does not include Major Maintenance or Fleet
- If considered, staff recommends incorporating in Work Plan

Project/Task Priorities

Singular v. Collective Priorities

- Council Member
- Staff
- Council as a whole

How Priorities are Currently Being Set

- Identification in Planning Activity
 - Comp Plan, W/WW Study, Compensation Study, etc.
- CIP Program
 - Reviewed, Acknowledged and Accepted by Council
 - Areas of Emphasis, CIP Listing, Major Maintenance
- Budget Process
 - Ultimate Prioritization
- Staff/Council Interaction with Public, Identification of Need, Introduced in Report or Workshop

Next Steps

Timing, Format, and Process

Inclusions

Additional Information Needed

Additional Meetings, Outside Facilitation, Retreat, Tours

City of Lampasas
 2020 Council Work Plan
 Planning Worksheet

Communication, Image and Promotion

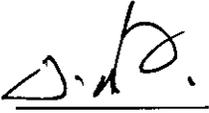
Item-Council	Action Steps	Responsible Party	Comments	Target Date
<i>Pro-Active Communication Strategy</i>	Inventory all outlets, social media and organization contacts Provide brief update/recap after Council Meetings effectively utilize new technology available at old city hall	staff staff staff	May get negative comments even on positive stories social media streaming, archive, website Historical perspective, facts, data	
<i>Branding/Marketing-Logo, letterhead, cards, brochures</i>	Provide links on all releases Develop Tags inventory of signage, wayfinding mission, vision, desired perception assess need for professional assistance	Staff Council Council	<i>Consistent Clean Message</i> #, statements, contact information determine needs staff facilitation	
<i>Better Signage-City Facilities</i>	Inventory Facilities and Signage Design Signage based on Branding Identify placement, type and location	Staff Designer Staff/Council	Signs with consistent logo, color and type face Should be consistent with Brand implementation, procurement	
<i>Coordinated PR Efforts-Positive news/info/stories</i>	Identify person/staff for coordination Post positive stories/pics at every opportunity Consistent releases, highlight public interaction, promotions Develop Departmental Outreach Programs	Staff Staff Staff Staff	highlight staff going above and beyond	
<i>Public Interest Stories</i>	Post monthly facts, social media, website, utility bill/brochure Press Release, PSA, brochures	Staff Staff	Public Safety, Public Works, Parks, Library Regular and Evergreen May expand, but don't want to overdue and lose effectiveness Where does your water come from? What happens when the lights go out? Who comes when I need help?	

Item-Council	Community Engagement	Action Steps	Responsible Party	Comments
	<i>Engagement through Technology</i>	<ul style="list-style-type: none"> Assess technology capabilities Promote available technology Develop strategies to engage through Technology Consider engagement through social media 		<p>Old City Hall <i>Did you know you can...?</i> surveys etc.</p>
	<i>Quarterly Town Hall/Open House</i>	<ul style="list-style-type: none"> Development Policies and Issues Capital Improvements Streets 	Council Council Staff	<p>Current and forecast projects Discussion regarding community needs Community input on road conditions, enforcement, etc.</p>

Item-Council	Capacity Building	Action Steps	Responsible Party	Comments
<i>Internet</i>		Determine implementation schedule	LEDC/Council	
		Evaluate and recruit ISP; finance; construct if feasible	LEDC/Council	
<i>Council/Community Meetings/Outreach</i>		Schedule quarterly Workshop meetings	Council	<i>Community Goals and Opportunities</i>
		Schedule twice yearly Stakeholders' Meeting	Staff	Chamber, USD, County, LEDC, P&Z, CIP, Parks
<i>Strengthen Committees, Inclusion/Process</i>		Develop annual training goal/schedule for each Committee	Committee/Council	Governance and Meeting Management
		Formalize Meetings	Committee	Food
		Recognition-Banquet	Staff/Council	Continuation
		Put member pictures on website	Staff	Reporting to Council
		Highlight Committee actions/agendas	Staff	
<i>Formalize Staff Recognition Program</i>		Picture, post on anniversary date	Staff	5 year increments
		Spotlight duties and tenure, website	Staff	
		Frequent Council recognition	Council	ABC recognition
		City Manager recognition at worksite, card etc.	City Manager	Continuation
<i>Develop Annual Calendar of Meetings</i>		Draft annual calendar	Staff	
		Meeting dates	Staff	
		Training dates	Committee	
		Identify major tasks	Committee	

Item-Council	Capacity Building	Action Steps	Responsible Party	Comments
	<p>Conduct Regular Meeting with Chamber and EDC re Common Goals</p> <ul style="list-style-type: none"> Identify participants-Board, Staff, LEDC Participants Discuss/Decide Frequency/Topics Council/LEDC Schedule meetings Staff Report Staff 			<p><i>Informal Discussion, Small Group</i></p> <p>Ongoing, 1/month or 1/quarter</p>
Expanding Resources				
	<p>Review Funding Options-Lease/Purchase</p> <ul style="list-style-type: none"> Director's evaluate all capital/fleet purchases Budget guidelines to include evaluation Staff 			<p>If purchase, plan and fund incrementally</p>
	<p>Staff/Council Meetings regarding Agenda Items</p> <ul style="list-style-type: none"> Discuss/determine needs of Council Schedule individual meetings Friday/Monday Council 			<p><i>Council Preparation</i></p> <p>Staff availability on Council Meeting days</p>
	<p>Develop Comprehensive Master Plan</p> <ul style="list-style-type: none"> Evaluate Proposals Negotiate Scope and Price Staff Award Contract Council Assemble/Recruit Human Resources Council, Staff 			
	<p>Explore Opportunities to Create/Improve Sense of Place</p> <ul style="list-style-type: none"> Review Food Truck Ordinance-Encourage Vendors Review Opportunities for outdoor Music venues 			<p>Golf Course, Private Property, Parks</p> <p>Ruth Eiken, Campbell Park</p>

Item-Council	Action Steps	Responsible Party	Comments
Assets			
<i>Develop O&M Schedule for all Facilities, Response to Accidents</i>	Inventory facilities/needs/mechanical etc. Staff Develop Testing/Maintenance schedule all systems/facilities/Staff Identify responsible personnel Staff Review After Action protocol for accidents Staff	Staff/Staff Staff/Staff Staff/Staff Staff/Staff	
<i>Strengthen Code Enforcement at City Entrances</i>	Program as daily routine Provide updates on successes and shortcomings	Staff/PD PD	Management must set as a priority Engage Building Official-Chapter 18
<i>Upkeep and Development of Entrance Signs</i>	Inventory signs Identify cleaning/maintenance needs and frequency Assign staff responsible	Staff Staff Staff	
<i>Clean-up/Repurpose old Water Treatment Plant</i>	Identify affected water lines if any Review options based on assessments Construction/Demolition/Lease based on cost estimates	Staff Staff Council	


City ManagerITEM NO. WORKSHOP-6

**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 20, 2021

For the Agenda of: May 24, 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. Staff was asked to investigate alternatives that could be considered acceptable and approved administratively. Currently, Council consideration is required for any guarantee other than Performance Bonding with specified ratings. Staff has prepared an amendment to the Subdivision Regulations for Council consideration. Staff has discussed the matter with the City Attorney and has consulted peers and financial institutes.

Recommendation:

Discussion and direction from Council

ORDINANCE NO.

AN ORDINANCE AMENDING CITY OF LAMPASAS CODE OF ORDINANCES CHAPTER 70, SUBDIVISIONS PROVIDING NEW AND/OR AMENDED REGULATIONS CONCERNING CITY SUBDIVISIONS; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Lampasas has determined that the following amendments to the City's subdivision regulations, which provide clarification and/or new regulatory terms for City subdivisions are necessary for the orderly development and growth of the city and to ensure the public health, safety and welfare of its citizens within its jurisdiction.

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

Part 1: That Chapter 70 Subdivisions of the Lampasas City Code of Ordinances be amended, to include new and/or amended regulatory provisions, to read as follows:

ARTICLE I. In General

Sec. 70-6 Guarantee of Performance

- (a) No Change
- (b) No Change
- (c) No Change

(d) City Council at sole discretion may elect to evaluate and accept the following alternative fiscal assurance as a guaranteed and warranty of Public Infrastructure constructed by subdivider.

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1. A Letter of Credit (LOC) may be approved administratively by the City Manager or designated authority that meets the following criteria, based on the specifics of the development and the expertise and history of the requesting subdivider in the community, such as, but not limited to: the size and complexity of the subdivision, the proposed time for future completion of the development, any proposed developmental phasing to be applied to the build out of the subdivision, the total cost of fiscal assurance and maintenance guarantees for the subdivision development:

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- a. Is issued by a financial institution acceptable to the City, regulated by and in good standing with the State and/or Federal regulators, and with sufficient financial stability and assets to support the obligations stated in the LOC, for the duration of its term.
- b. Is timely approved by the Board of Directors of the issuing bank.
- c. Identifies the City of Lampasas as the sole beneficiary of the LOC.
- d. Is irrevocable for the term of the LOC.

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- e. Has an expiration date that extends (or renews in consecutive, uninterrupted terms) up to a date determined by the City, but at a minimum until such a time as the City of Lampasas notifies the issuing bank, in writing, that the subdivider/developer has met all of its obligations set forth in any pertinent development agreement, plat requirement and/or in the City's subdivision regulations related to the subdivision's fiscal guarantees for the subdivision project.
- f. Is in an amount set by the City, but is at a minimum an amount equal to an engineer's estimated cost of constructing and installing all improvements required by the City pursuant to its subdivision regulations and the approved subdivision plan for the development, which are unconstructed at the time the LOC is issued.
- g. Includes an amount that is equal to an engineer's estimated total for the cost of maintenance of all subdivision infrastructure that is subject to future maintenance by the developer for the period of time set forth in the City's regulations, following completing of its installation by the developer.
- h. Provides that the City, as the sole beneficiary of the LOC, has a right to both 'partial' and/or, 'total', draws on the LOC funds, as it deems necessary, either to complete any infrastructure installation/construction work not adequately or timely performed by the subdivider/developer, or to perform future maintenance on same.
- i. Is evaluated and finally accepted, in writing, by the City, in lieu of the money and/or bond guarantee generally required for fiscal assurance.

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a. _____

2. Any other form of alternative fiscal assurance, guarantee and warranty of related to installation of infrastructure and/or maintenance for subdivision work by a subdivider must be proposed, in writing, to the City and will then be evaluated and considered for approval through the City Council.

Part 2: All ordinances and resolutions, or parts of ordinances and resolutions, in conflict with this Ordinance are hereby repealed, and are no longer of any force and effect. If any provision of this ordinance or application thereof to any person or circumstance shall be held invalid, such invalidity shall not affect the other provisions, or application thereof, of this ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this ordinance are hereby declared to be severable.

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

READ and APPROVED on First Reading on the 24th day of May, 2021.

READ and ADOPTED on Second Reading on the 14th day of June, 2021.

APPROVED:

ATTEST:

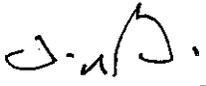
TJ Monroe, Mayor

Becky Sims, City Secretary

APPROVED AS TO FORM:

Jo-Christy Brown, City Attorney

(Signature of Attorney Provided on Separate Page, to be Attached)


City Manager

ITEM NO. WORKSHOP-7

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

Subject:

Discussion and updates regarding Hostess House

Requested By: Finley deGraffenried, City Manager

Submitted By: Finley deGraffenried, City Manager

Date Submitted: May 20, 2021

For the Agenda of: May 24, 2021

Procurement and Funding Statement:

Attachments:

Summary Statement:

This item is placed on the Workshop Agenda to provide updates and discussion regarding repairs to the Hostess House. On February 8, 2021, Staff presented to Council the initial MEP comments on the Hostess House for needed repairs and concerns. At Council's direction Staff has solicited a proposal from Reliance Architecture, LLC for Council consideration. The firm could provide overall design and coordination of other structural, MEP, life safety and accessibility disciplines in two phases. At the May 10, 2021 meeting Staff had not received the final report and budgetary options from Reliance Architecture, LLC; however, Council was provided the opportunity to review the preliminary conceptual floor plans. At this time Staff will take the opportunity to update Council based on a recent call with Reliance Architecture, LLC.

Recommendation:

Discussion, updates and direction from Council

City of Lampasas Hostess House Improvements

CONCEPT DESIGN UPDATE DRAWINGS

05/21/2021



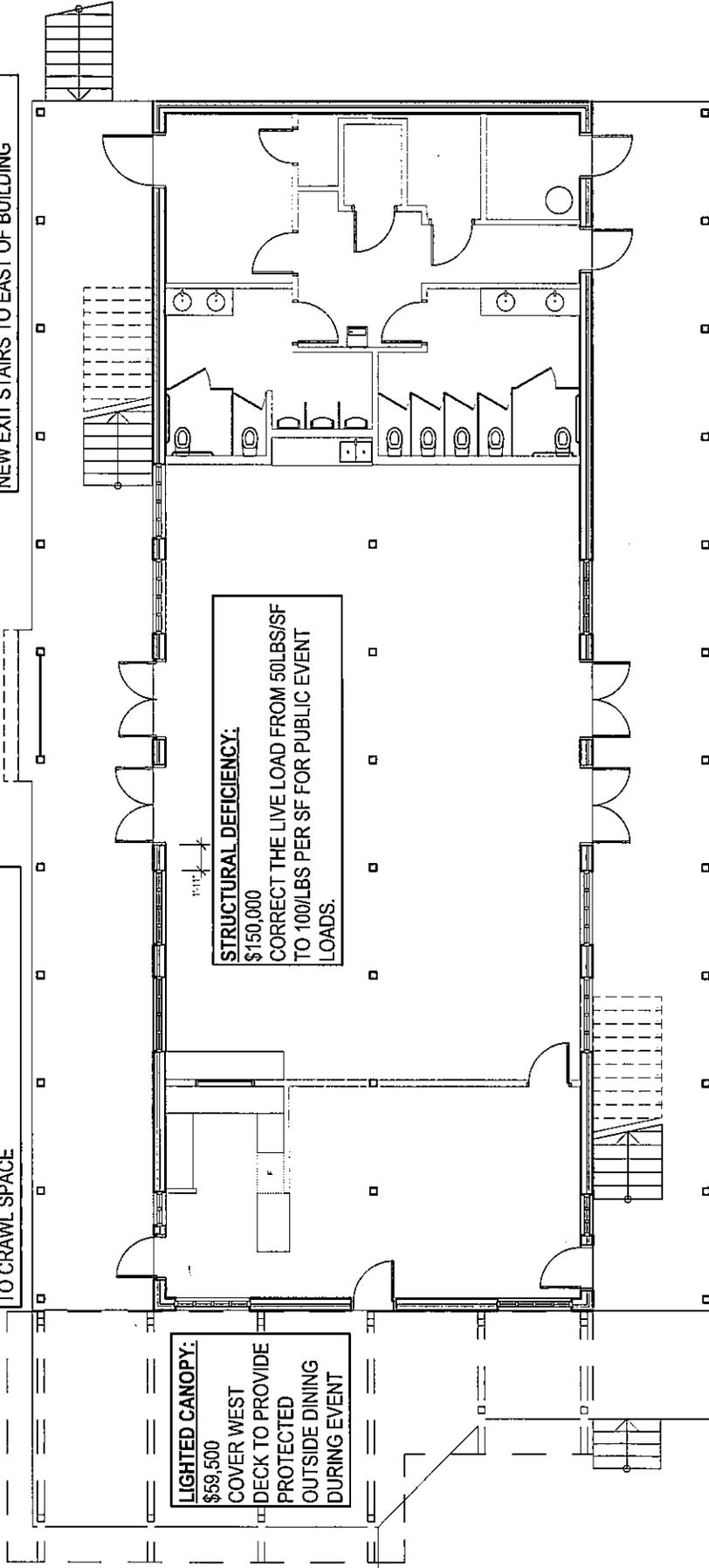
SCOPES TO BE CONSIDERED

MASONRY INFILL CRAWL SPACE:
\$17,600
REMOVE WOOD LATTICE AND REPLACE WITH CMU
BLOCK WALL STAGGERED TO PROVIDE AIRFLOW
TO CRAWL SPACE

RELOCATE STAIRS:
\$16,100
CLOSE OFF ACCESS TO POOL AND PROVIDE
NEW EXIT STAIRS TO EAST OF BUILDING

LIGHTED CANOPY:
\$59,500
COVER WEST
DECK TO PROVIDE
PROTECTED
OUTSIDE DINING
DURING EVENT

STRUCTURAL DEFICIENCY:
\$150,000
CORRECT THE LIVE LOAD FROM 50LBS/SF
TO 100/LBS PER SF FOR PUBLIC EVENT
LOADS.



Hostess House Improvements | City of Lampasas

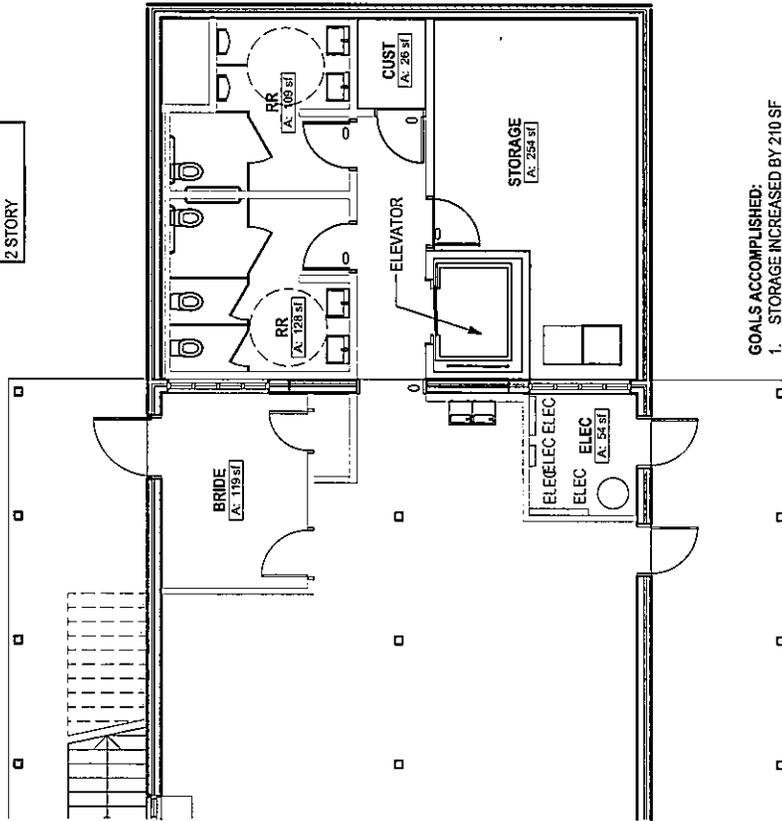
CONCEPT DESIGN UPDATE DRAWINGS

IMPROVEMENTS

05/21/2021

SCHEME 1: STORAGE, SPLIT RESTROOMS - \$771,000

ADDITION:
780 SF/STORY
2-STORY

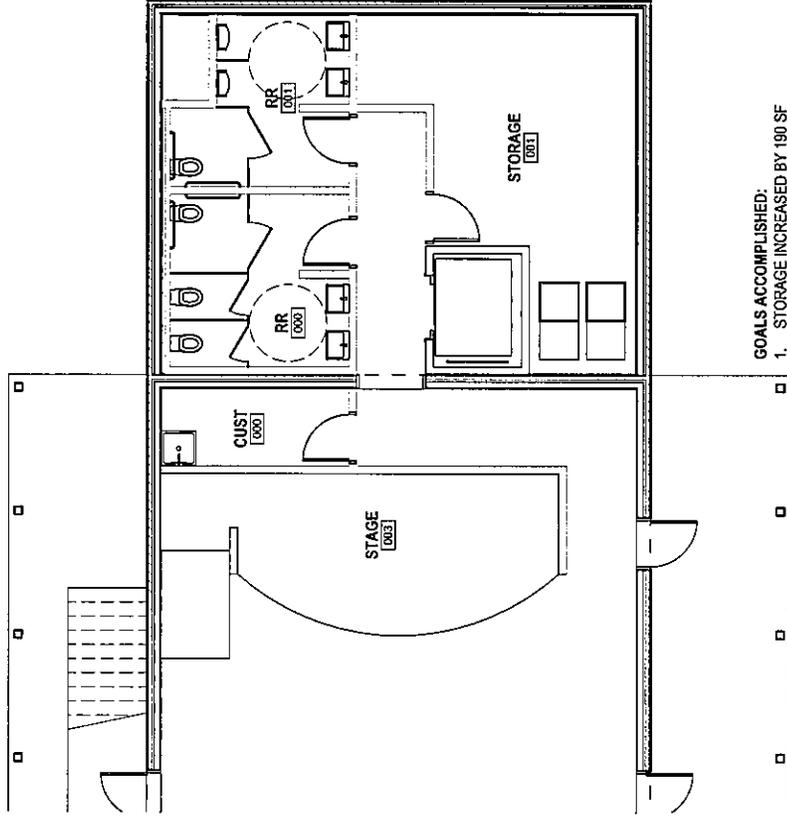


GOALS ACCOMPLISHED:

1. STORAGE INCREASED BY 210 SF
2. DIRECT INSIDE ACCESS TO NEW ELEVATOR
3. ADDED GROUP RESTROOMS WITH DIRECT INSIDE ACCESS
4. DIRECT INSIDE ACCESS TO STORAGE
5. BANQUET HALL INCREASED BY 594 SF
6. NEW HVAC AND DUCTWORK
7. LIGHTING UPGRADE
8. WATER HEATER UPGRADE

1 GROUND LEVEL FLOOR PLAN

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



GOALS ACCOMPLISHED:

1. STORAGE INCREASED BY 180 SF
2. DIRECT INSIDE ACCESS TO ELEVATOR
3. ADDED GROUP RESTROOMS WITH DIRECT INSIDE ACCESS
4. DIRECT INSIDE ACCESS TO STORAGE
5. PUBLIC EVENTS HALL INCREASED BY 226 SF
6. NEW HVAC AND DUCTWORK
7. LIGHTING UPGRADE
8. HC RAMP TO STAGE
9. ADDED CUSTODIAL CLOSET ON UPPER FLOOR

2 UPPER LEVEL FLOOR PLAN

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



Hostess House Improvements | City of Lampasas

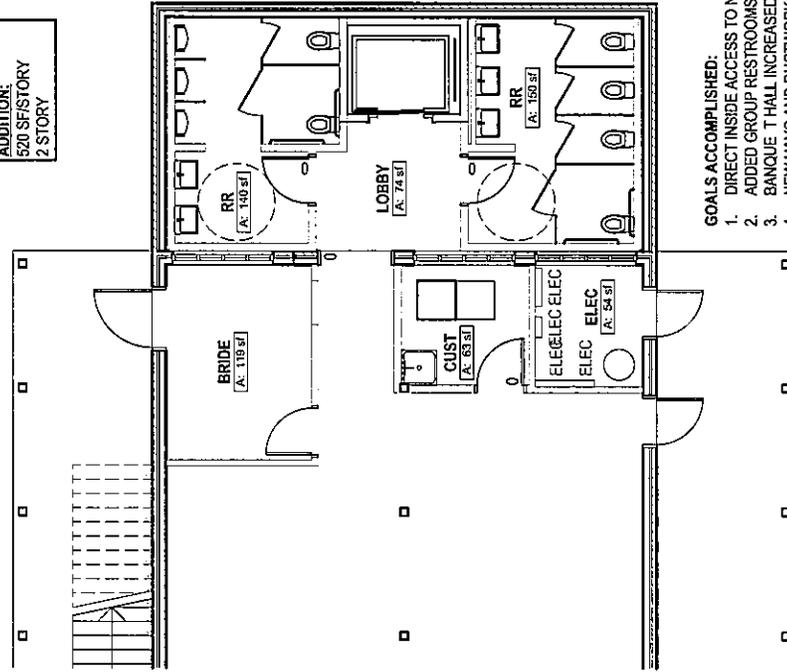
CONCEPT DESIGN UPDATE DRAWINGS

SCHEME 1: ADDITION

05/21/2021

SCHEME 2: LOBBY - \$673,800

ADDITION:
520 SF/STORY
2 STORY

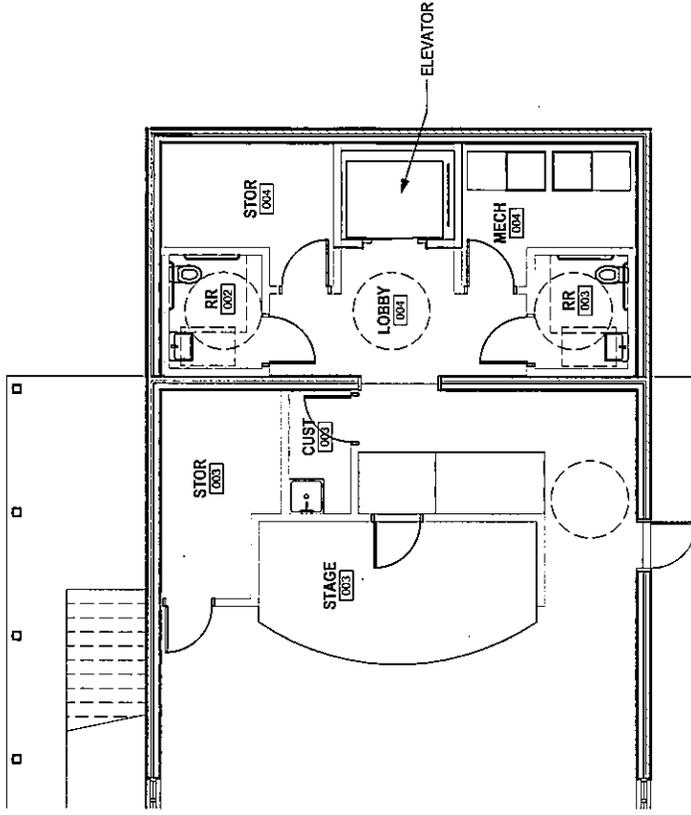


GOALS ACCOMPLISHED:

1. DIRECT INSIDE ACCESS TO NEW ELEVATOR
2. ADDED GROUP RESTROOMS WITH DIRECT INSIDE ACCESS
3. BANQUET HALL INCREASED BY 543 SF
4. NEW HVAC AND DUCTWORK
5. LIGHTING UPGRADE
6. WATER HEATER UPGRADE

1 GROUND LEVEL FLOOR PLAN

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



GOALS ACCOMPLISHED:

1. STORAGE INCREASED BY 117 SF
2. DIRECT INSIDE ACCESS TO NEW ELEVATOR
3. ADDED SINGLE USER RESTROOMS WITH DIRECT INSIDE ACCESS
4. DIRECT INSIDE ACCESS TO STORAGE
5. PUBLIC EVENTS HALL INCREASED BY 226 SF
6. NEW HVAC AND DUCTWORK
7. LIGHTING UPGRADE
8. HC RAMP TO STAGE
9. ADDED CUSTODIAL CLOSET ON UPPER FLOOR

2 UPPER LEVEL FLOOR PLAN

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



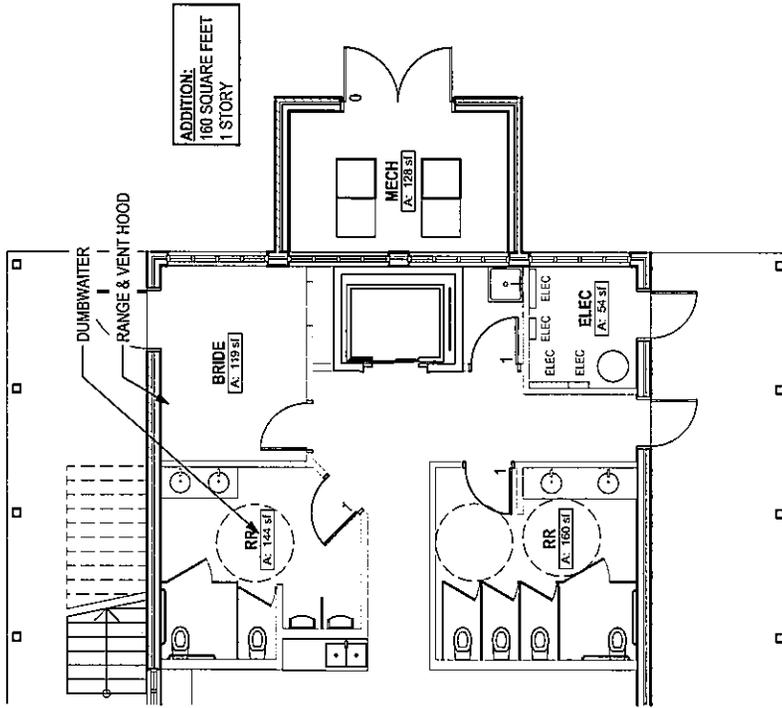
Hostess House Improvements | City of Lampasas

CONCEPT DESIGN UPDATE DRAWINGS

SCHEME 2: COMPACT ADDITION

05/21/2021

SCHEME 3: MINIMAL COST - \$498,600

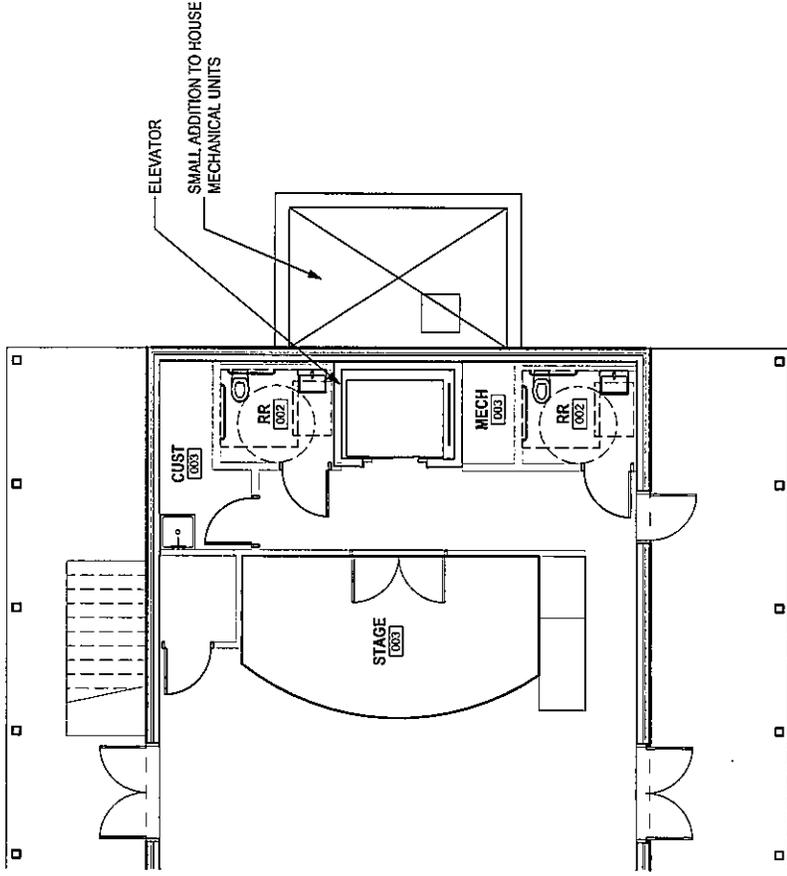


1 GROUND LEVEL FLOOR PLAN

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

GOALS ACCOMPLISHED:

1. DIRECT INSIDE ACCESS TO ELEVATOR
2. DIRECT INSIDE ACCESS TO RESTROOMS
3. DIRECT INSIDE ACCESS TO STORAGE
4. NEW HAVC AND DUCTWORK
5. LIGHTING UPGRADE
6. WATER HEATER UPGRADE



2 UPPER LEVEL FLOOR PLAN

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

GOALS ACCOMPLISHED:

1. DIRECT INSIDE ACCESS TO ELEVATOR
2. ADDED SINGLE USER RESTROOMS WITH DIRECT INSIDE ACCESS
3. DIRECT INSIDE ACCESS TO STORAGE
4. NEW HAVC AND DUCTWORK
5. LIGHTING UPGRADE
6. HC RAMP TO STAGE
7. ADDED CUSTODIAL CLOSET ON UPPER FLOOR



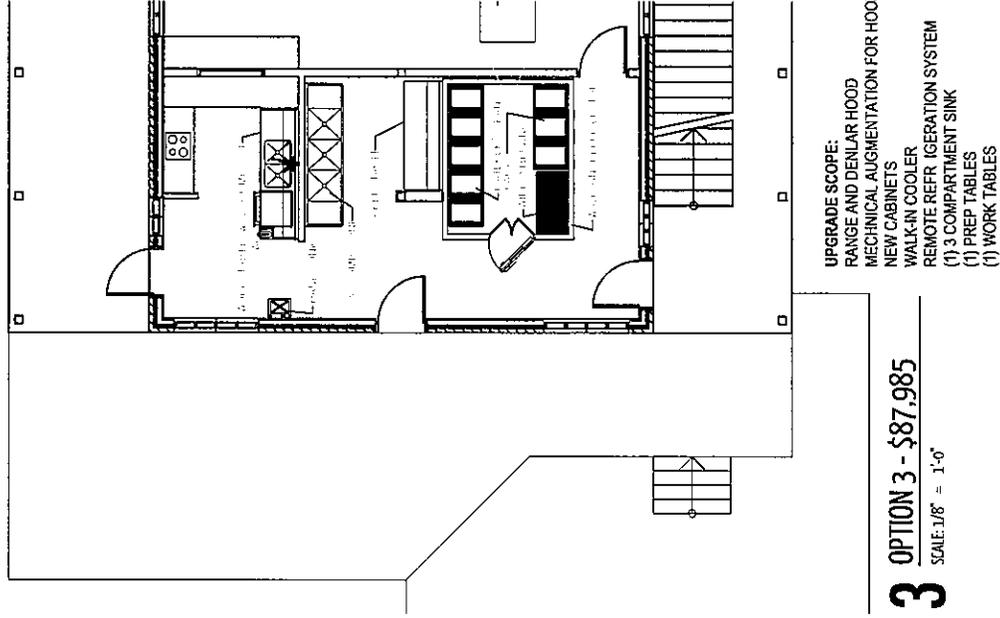
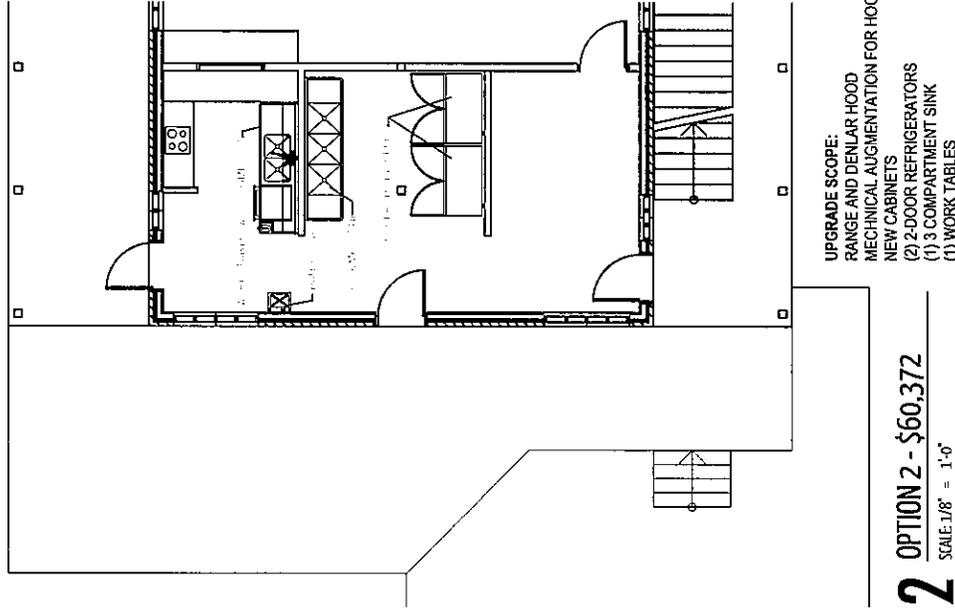
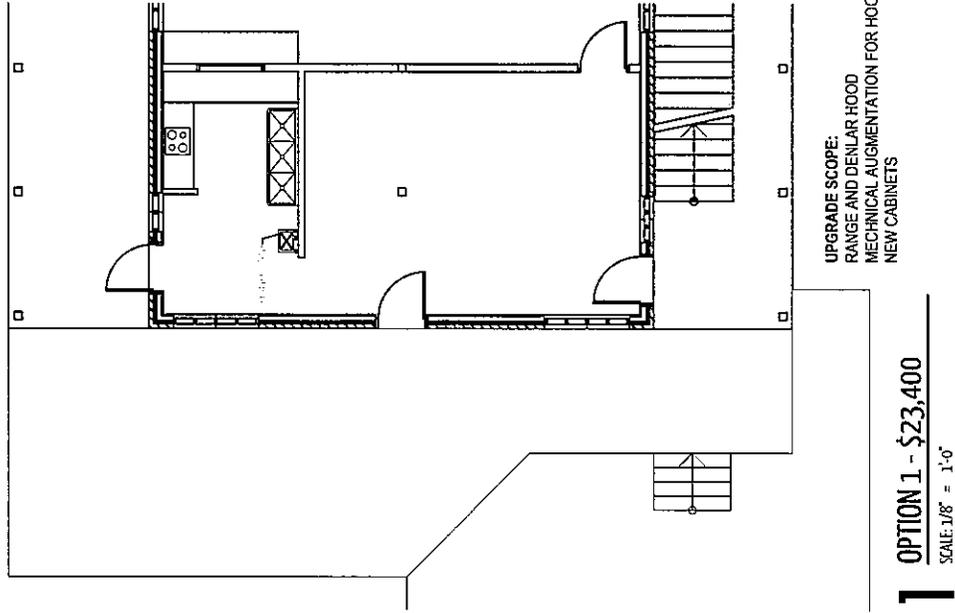
Hostess House Improvements | City of Lampasas

CONCEPT DESIGN UPDATE DRAWINGS

SCHEME 3: ATTACHED MECH ROOM

05/21/2021

KITCHEN UPGRADE OPTIONS



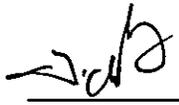
Hostess House Improvements | City of Lampasas

CONCEPT DESIGN UPDATE DRAWINGS

KITCHEN UPGRADE OPTION

05/21/202

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City Manager

ITEM NO. WORKSHOP-8

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

Subject:

Discussion regarding appointment to the Hill Country Transit Advisory Board

Requested By: Finley deGraffenried, City Manager

Submitted By: Finley deGraffenried, City Manager

Date Submitted: May 21, 2021

For the Agenda of: May 24, 2021

Procurement and Funding Statement:

Attachments:

Summary Statement:

The County Judge approached the City recently regarding the expansion of advisory positions for the Hill Country Transit Authority ("HOP"). This item also provides the opportunity to discuss services, and needs, of the Authority. Mr. Tony Austin, Rural HOP Director, will attend and provide additional comment. The County Judge has recommended the Mayor be appointed to the Advisory Board to represent Lampasas County.

Recommendation:

Discussion Only

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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, May 10, 2021
5:30 p.m. Special Session
6:00 p.m. Regular Session**

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

Council Members present:

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

Council Members absent:

None

City Staff Present:

Finley deGraffenried, City Manager
Rickie Roy, Assistant City Manager
Becky Sims, City Secretary/Zoning Administrator
Monica Wright, IT Director
Sammy Bailey, Police Chief
Jeffry Smith, Fire Chief
Yvonne Moreno, Finance Director
Mandy Walsh, Economic Development Director
Chris Eicher, Parks Director

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

With no objection Mayor Talbert moved to the Workshop Session prior to Special Session

I. Call to Order

Mayor Talbert called the Special Session to order at 6:07 p.m.

II. Conduct and accept Canvass of Votes for the City of Lampasas City Council General Election held on May 1, 2021.

Mayor Talbert certified the total votes by each candidate as follows:

Name of Office	Name of Candidate	Total Votes Received
Mayor	TJ Monroe	311
Mayor	Myles Haider	239
Councilmember, Place 1	Zac Morris	378
Councilmember, Place 1	Clayton Tucker	180
Councilmember, Place 2	Randy Clark	500
Councilmember, Place 6	Herb Pearce	491

Mayor Pro-Tem Monroe moved to accept the canvass of vote for the May 2021 election as presented; Council member Clark seconded the motion and with a unanimous vote, the motion carried.

III. Adjourn Special Session into Executive Session

Mayor Pro-Tem Monroe moved to adjourn the Special Session into Executive Session at 6:09 p.m.; Council member Williamson seconded the motion and with a unanimous vote, the motion carried.

WORKSHOP SESSION

5:30 p.m.

1. Call to order Workshop Session

Mayor Talbert called the Workshop Session to order at 5:30 p.m.

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

Chief Smith provided the following updates:

- State of Texas Active Cases- 57,832
- Total hospitalized in the State of Texas- 2,200
- Lampasas County Active Cases- 6
- One resident is hospitalized in Lampasas County
- 3,876 have received their first vaccine in Lampasas County
- 2,935 are completely vaccinated in Lampasas County

3. Discussion regarding Alternative Method of Guarantee

Finley deGraffenried, City Manager advised Council that this item has been placed on the agenda at the request of Council member Clark. Council has the authority to approve an alternative method of guarantee in lieu of a Performance Bond. Council member Clark would like Staff to identify approved alternative method of guarantees that could be handled administratively. Mr. deGraffenried advised he has reached out to the City Attorney and will contact Financial Institutions. The acceptable types will have to be defined, provide the same language and same level of coverage regardless of Financial Institution. At Council's desire Staff will continue to work on this item and bring an amendment to the Subdivision Regulations at a future meeting.

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

Libby Bluntzer on behalf of Vision Lampasas provided Council with a superimposed design of the Lady Goddess on the proposed location at the Calvert building. Mrs. Bluntzer advised that goddesses were part of the art deco era and feel it would compliment the building; but the committee will not do anything Council does not agree with. Council member Kuehne advised that Goddesses were part of the art deco era; however, art deco architecture is different. Mayor Pro-Tem Monroe also advised that the citizens that she has spoken with are not in favor of the Goddess as well. Council member Toups also agreed would like to see other options. Mayor Talbert agrees that the space could use Vision Lampasas' touch and Council is not opposed to seeing other ideas for the space. Mrs. Bluntzer will return will more ideas for Council consideration.

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

Chief Bailey provided an overview of the proposed content in the Livestock Ordinance.

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= 1 animal 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	Animal unit	Animal unit	Animal units	Animal units	Ag. Exempt	Setback requirement of

allowed on land	allowed on One-half (1/2) acre.	allowed 1 acre is 1 animal unit	allowed on 3 acres is 2 animal units.	allowed on 5 acres is 3 animal units.		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	1/2 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 @	Exempted 4 months-Pullets @	Exempted 4 months-Pullets @	Exempted 4 months-Pullets @	Per Exemption	

	4 months considered part of an animal unit.	4 months considered part of an animal unit.	4 months considered part of an animal unit.	4 months considered part of an animal unit.		
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	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.

6. Discussion regarding Hike and Bike Trails at the 580 Sports Complex

Chris Eicher, Parks Director advised Council that the Hike & Bike trail presentation in the packet is completely 100% professionally built; it is the Cadillac plan. When this concept was initially presented the trail was to be laid out by Trail Solutions but the majority of labor would be done by City Staff, Volunteers and Stakeholders. Mr. Eicher would like to reach out to Trail Solutions to seek other concept proposals. Mayor Pro-Tem Monroe questioned if volunteers were still available and willing to help with the project; she is concerned about the estimated cost. Mr. Eicher advised yes and they have discussed fundraising opportunities. Council member Williamson had questioned the 30 acres of dedicated wilderness land; Mr. Eicher advised it would not be included, the trail map in the packet is a concept plan; it will be modified. Council inquired about safety measures, use of motorized vehicles and additional police presence. Trail heads and signage will be installed along trail, no motorized vehicles will be allowed and the police department regularly patrols the parks. Mayor Talbert reminded Council that as the discussion continues that the Hike & Bike trail project would qualify for Hotel Occupancy Funding.

7. Discussion regarding any item on the regular agenda.

There were no comments

8. Adjourn Workshop Session into Special Session

Mayor Pro-Tem Monroe moved to adjourn into Special Session at 6:09 p.m.; Council member Toups seconded the motion and with a unanimous vote, the motion carried.

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-
Council returned from Executive Session at 7:00 p.m. and went into Special Session

SPECIAL SESSION

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

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.

Mayor Pro Tem Monroe moved to authorize the City Manager to work with the City Attorney to respond to licensee advising of City action up to and including termination of agreement; and to take whatever action necessary to respond to pending or threatened litigation, Council member Clark seconded the motion and with a unanimous vote, the motion carried.

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.

Mayor Pro-Tem Monroe moved to authorize the City Manager to work with legal counsel for possible negotiation of Court of Appeals case no 08-20-001142CV, within parameters discussed in Executive Session, Council member Clark seconded the motion and with a unanimous vote, the motion carried.

Adjourn Special Session- Mayor Pro-Tem Monroe moved to adjourn Special Session at 7:02 p.m., Council member Clark seconded the motion and with a unanimous vote, the motion carried.

REGULAR SESSION

6:00 p.m.

ANNOUNCEMENTS

A. Call to Order

Mayor Talbert called the Regular Session to order at 7:02 p.m.

B. Invocation and Pledge of Allegiance

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

C. Presentations and Proclamations

- 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

Justin McDonald started with the police department July 1, 2013 and moved over to the electric department on May 30, 2015. Over the past 5 years Justin has taken several line worker classes and has completed required work on the Power Delivery Program (PDP) modules through the Northwest Lineman College. There are four (4) modules containing 10 test each covering a wide variety of topics from line work, safety, metering, OSHA standards and leadership. Each of the four (4) modules along with on the job training required a minimum of 2,080 hours. Justin also took some TEEEX classes (listed below). He holds a class B CDL and is CPR certified. Justin has proven to be a valuable asset to this department operating all pieces of equipment and tools; we look forward to seeing a lot of good things from him in the future. Congratulations on attaining the status of Journeyman Lineman.

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.
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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 26, 2021

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

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

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

4.0	BOARDS/DEPARTMENT REPORTS
5.0	ROUTINE MATTERS
5.1	City Manager’s Operational Report

City Manager deGraffenried reviewed his report:

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.

5.2	MAYOR'S COMMENTS
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There were no Mayor 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 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.
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Mayor Pro Tem Monroe moved to approve the Audit Engagement Letter as presented, the motion was seconded by Council member Clark and with a unanimous vote, the motion carried.

7.2	Discussion and acceptance of amendments to the Lampasas Economic Development Corporation Bylaws as approved by the LEDC Board on May 5, 2021.
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Council member Kuehne moved to accept the amendments to the Lampasas Economic Development Corporation Bylaws; the motion was seconded by Mayor Pro Tem Monroe and with a unanimous vote, the motion carried.

7.3 Discussion and possible action regarding mural on Calvert Municipal Building by Vision Lampasas

There was no action taken on this item. It will be brought back to Council for consideration at a later time.

Adjourn- Mayor Pro Tem Monroe moved to adjourn at 7:26 p.m., Council member Toups seconded the motion and with a unanimous vote, the motion carried,

PASSED AND APPROVED this _____ day of _____, 2021.

Misti Talbert, Mayor

ATTEST:

Becky Sims, City Secretary

J. A. O.
City Manager

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

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

Requested By: Yvonne Moreno, Finance Director

Submitted By: Yvonne Moreno, Finance Director

Date Submitted: May 18, 2021

For the Agenda of: May 24, 2021

Procurement and Funding Statement: N/A

Attachments: Investment Report prepared by Patterson & Associates

Summary Statement:

The weighted average maturity of City investments is 1 days.

The City's yield to maturity is 0.165

<u>Place of Investment</u>	<u>Investment Amount</u>	<u>% of Portfolio</u>
TexPool / TexPool Prime	\$1,923,551.31	12.28%
TexStar	\$1,628,012.94	10.39%
Bancorp South	\$8,224,406.64	52.49%
Money Market	\$3,883,042.02	24.78%
Frost Bank	\$ 8,133.12	0.05%

Recommendation: Motion to approve by consent.



Monthly Investment Report
April 30, 2021

PATTERSON & ASSOCIATES



INVESTMENT PROFESSIONALS

The Economy Awakens

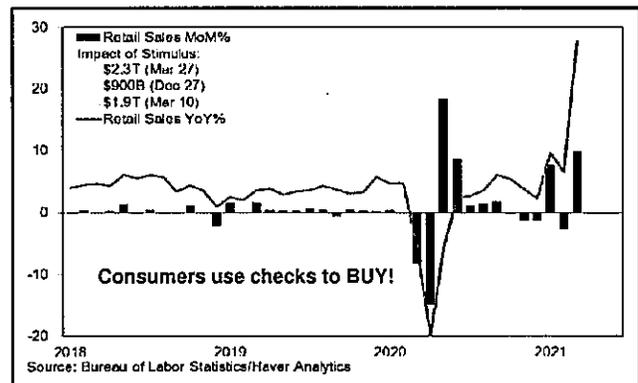
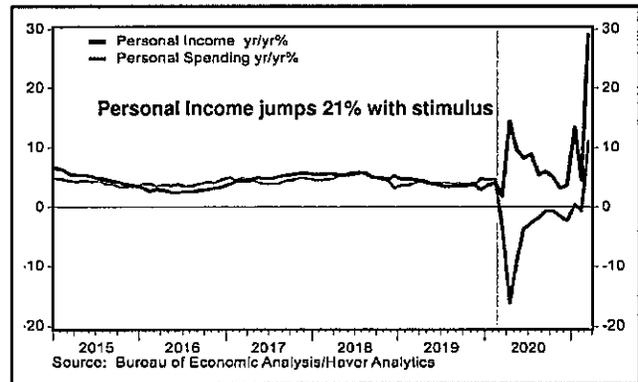
The Biden administration has unveiled a sweeping \$1.8 trillion stimulus package for families (\$800B) and education (\$1T), framing it as a need to invest to compete with China. The new package, together with an earlier infrastructure and a jobs plan of around \$4 trillion (rivaling the annual federal budget), is pitched as vital to America's future. This is being 'paid for' from corporate and doubled capital gains taxes. It also adds liquidity to a system already awash in liquidity. Sec'y Yellen says however that it won't create inflation because the resulting boost in demand will be spread out over 8-10 years.

The markets have been very clear in their love of stimulus money (much of which has gone into the markets), which targets growth but demonstrably less thrilled with factors undermining the recovery such as inflation and taxes. As a result, the uncertainty continues.

The recovery is real however. Although consumer spending has been volatile, we've seen another spike in spending closely correlated to stimulus checks. But the rise in spending (4.2%) was below an increased savings rate (27%). This is why the Fed sees some of this growth *transitory* and is waiting for more information.

Initial and continuing jobless *claims* are both down reflecting the opening of businesses. A major 7 month jump in the Chicago Fed's National Activity has 70 of its 85 indicators *up* mirroring the Leading Indicators biggest jump since August. Interesting that *existing* home sales are outpacing *new home* sales but both are still strong in response to a 1.99% rate on 15 year fixed mortgages!

All of this has combined to bring GDP up to a below expectation 6.5% in the first quarter. Supply chains reflect intense and widespread supply constraints curtailing it. Though global manufacturing is up, the restricted flow of goods still reduces inventories and increases prices which could lead to inflation. There was major damage done to supply chains which must be overcome.



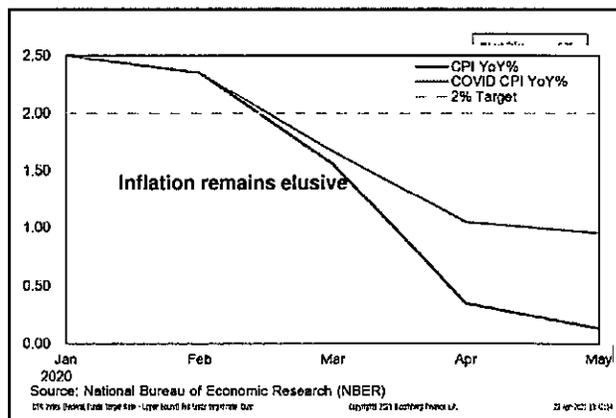
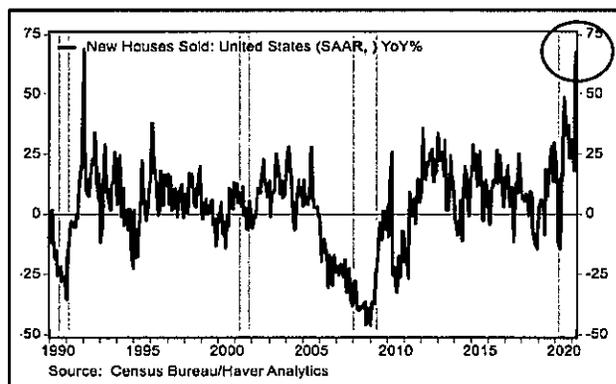
The Fed is Watching Carefully

The Fed watches this recovery closely to determine if the economy is really ready to stand alone. The Fed has been clear in its intentions to continue to provide extraordinary accommodation as the economy still struggles to return to the central bank's goal of stable prices and full employment. While vast improvement has occurred, much of the recent uptick in prices and activity is likely to prove transitory or temporary. To warrant a policy adjustment, the Committee maintains "substantial further progress" must be made and sustained.

The Fed has maintained its pace of \$120 billion in security purchases since March of 2020, growing its balance sheet to \$7.7 trillion or roughly 30% of the country's outstanding debt. The Bank of Canada is the only bank to signal a 25% reduced rate of purchases as its central bank amassed nearly 50% of its country's debt. The move however is less a reflection of improving economic conditions and more a reflection of arguably an overly large or aggressive purchase program.

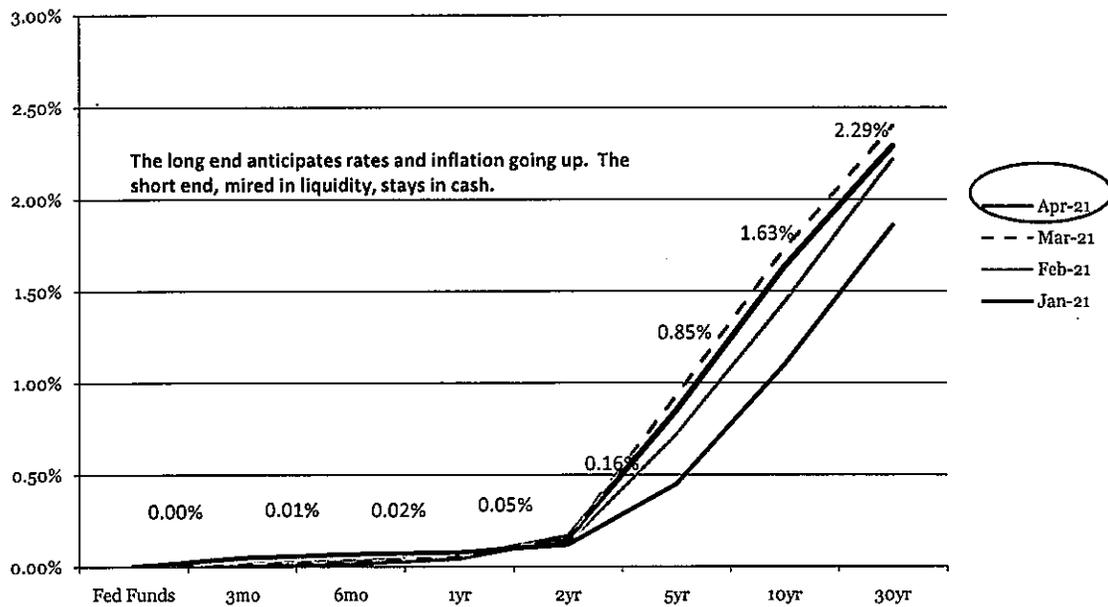
While most people wait for the 2024 dots to be released at the September 2021 FOMC meeting as the first sign of the pace at which the Fed wants to hike, there have been vital clues on the pace of hikes from the March 2021 dot plot itself. [The dot plot is a graphic indicating the estimates of the Fed Presidents on rate changes.] Fed President Williams (NY) warns there aren't enough positives to warrant a change in monetary policy, at least not yet. He does anticipate that GDP growth will be the "fastest in decades" and inflation will run close to the Fed target of 2%, but global economies have to open up and run through the pent-up demand before stabilizing. There are four hawks on the Committee who expect one or two rate hikes in 2022.

Banks remain swamped with liquidity. So much so that public entities are having difficulties getting bank bids. The banks simply do not need or want additional deposits currently. As a result, a Fed survey showed that lending standards are being eased across the board, which will help keep consumption and investment growth solid but remembering what happened in 2008-2009 it can also create problems.



A Different Look

- The curve is reacting to the three major unknowns: Covid progress globally, US stimulus programs, and an improving US economy.
- Feeding off the stimulus through the long end is anticipating inflation and is moving up in rates.
- The short end shows that investors are staying liquid until more is known on economic progress and it also reflects a tsunami of liquid funds.
- The rates are going up allowing Fed Presidents to move their rate estimates shorter each quarter.
- The various Covid vaccines have been a major boost to confidence. A more robust economic recovery may require several more months.



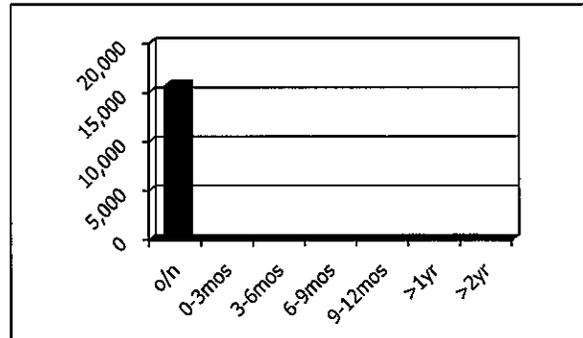
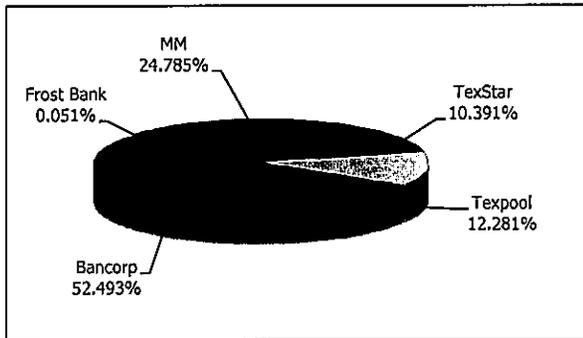
End of Month Rates - Full Yield Curve - Fed Funds to 30yr

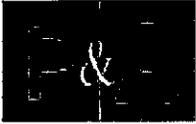


Your Portfolio

As of April 30, 2021

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





**City of Lampasas, Texas
Portfolio Management
Portfolio Summary
April 30, 2021**

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

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM 365 Equiv.
Bancorp South	8,224,406.64	8,224,406.64	8,224,406.64	52.49	1	1	0.240
Texpool/Texpool Prime	1,923,551.31	1,923,551.31	1,923,551.31	12.28	1	1	0.019
TexStar	1,628,012.94	1,628,012.94	1,628,012.94	10.39	1	1	0.011
Frost Bank	8,133.12	8,133.12	8,133.12	0.05	1	1	0.000
Money Market	3,883,042.02	3,883,042.02	3,883,042.02	24.78	1	1	0.144
Investments	15,667,146.03	15,667,146.03	15,667,146.03	100.00%	1	1	0.165

Total Earnings	April 30 Month Ending	Fiscal Year To Date
Current Year	2,488.86	18,680.58

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

Yvonne Moreno, Interim Finance Director



**City of Lampasas, Texas
Summary by Type
April 30, 2021
Grouped by Fund**

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

Security Type	Number of Investments	Par Value	Book Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Fund: Cash						
Bancorp South	3	7,169,726.26	7,169,726.26	45.76	0.250	1
Money Market	5	3,883,042.02	3,883,042.02	24.78	0.144	1
Texpool/Texpool Prime	1	1,778,826.21	1,778,826.21	11.35	0.013	1
Subtotal	9	12,831,594.49	12,831,594.49	81.89	0.185	1
Fund: Cert. of Obligation 2016						
Texpool/Texpool Prime	1	144,725.10	144,725.10	0.92	0.083	1
Subtotal	1	144,725.10	144,725.10	0.92	0.083	1
Fund: Electric						
Bancorp South	1	366,281.56	366,281.56	2.34	0.025	1
Frost Bank	1	8,133.12	8,133.12	0.05	0.000	1
TexStar	1	1,628,012.94	1,628,012.94	10.39	0.011	1
Subtotal	3	2,002,427.62	2,002,427.62	12.78	0.014	1
Fund: LEDC						
Bancorp South	2	414,173.85	414,173.85	2.64	0.250	1
Subtotal	2	414,173.85	414,173.85	2.64	0.250	1
Fund: Seizures						
Bancorp South	2	13,341.37	13,341.37	0.09	0.249	1
Subtotal	2	13,341.37	13,341.37	0.09	0.249	1
Fund: Trust						
Bancorp South	2	72,541.74	72,541.74	0.46	0.250	1
Subtotal	2	72,541.74	72,541.74	0.46	0.250	1
Fund: Water						
Bancorp South	1	188,341.86	188,341.86	1.20	0.250	1
Subtotal	1	188,341.86	188,341.86	1.20	0.250	1
Total and Average	20	15,867,146.03	15,867,146.03	100.00	0.185	1



City of Lampasas, Texas
 Fund CASH - Cash
 Investments by Fund
 April 30, 2021

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

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
Bancorp South										
0474	10004	Bancorp South	09/01/2014	7,140,061.89	7,140,061.89	7,140,061.89	0.250	0.246	0.250	1
3213	10006	Bancorp South	09/01/2014	408.99	408.99	408.99	0.250	0.246	0.250	1
4187	10007	Bancorp South	09/01/2014	29,255.38	29,255.38	29,255.38	0.250	0.246	0.250	1
Subtotal and Average				7,169,726.26	7,169,726.26	7,169,726.26		0.247	0.250	1
Texpool/Texpool Prime										
14103	10000	Texpool	09/01/2014	1,778,826.21	1,778,826.21	1,778,826.21	0.014	0.013	0.013	1
Subtotal and Average				1,778,826.21	1,778,826.21	1,778,826.21		0.013	0.014	1
Money Market										
5001632	10023	Austin Capital Bank MM	01/29/2015	248,379.19	248,379.19	248,379.19	0.050	0.049	0.050	1
XXXX579	10026	Business Bank of TX ICS	04/02/2015	3,148,042.47	3,148,042.47	3,148,042.47	0.150	0.147	0.150	1
XXXX561	10029	Business Bank of TX ICS	06/01/2015	486,618.36	486,618.36	486,618.36	0.150	0.147	0.150	1
4001579	10027	Business Bk Ultimate Bus M/M	05/01/2015	1.00	1.00	1.00				1
4001561	10030	Business Bk Ultimate Bus M/M	06/30/2015	1.00	1.00	1.00				1
Subtotal and Average				3,883,042.02	3,883,042.02	3,883,042.02		0.142	0.144	1
Total Investments and Average				12,831,594.49	12,831,594.49	12,831,594.49		0.182	0.185	1

Fund CERTS16 - Cert. of Obligation 2016
Investments by Fund
April 30, 2021

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
Texpool/Texpool Prime										
14103A	10041	Texpool Prime	11/09/2016	144,725.10	144,725.10	144,725.10	0.083	0.081	0.083	1
Subtotal and Average				144,725.10	144,725.10	144,725.10		0.082	0.083	1
Total Investments and Average				144,725.10	144,725.10	144,725.10		0.082	0.083	1

**Fund ELEC - Electric
Investments by Fund
April 30, 2021**

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
Bancorp South										
0672	10005	Bancorp South	09/01/2014	366,281.56	366,281.56	366,281.56	0.025	0.024	0.025	1
Subtotal and Average				366,281.56	366,281.56	366,281.56		0.025	0.025	1
TexStar										
17390	10001	TexStar	09/01/2014	1,628,012.94	1,628,012.94	1,628,012.94	0.011	0.011	0.011	1
Subtotal and Average				1,628,012.94	1,628,012.94	1,628,012.94		0.011	0.011	1
Frost Bank										
1732110	10022	Frost Bank Public Checking	01/20/2015	8,133.12	8,133.12	8,133.12				1
Subtotal and Average				8,133.12	8,133.12	8,133.12		0.000	0.000	1
Total Investments and Average				2,002,427.62	2,002,427.62	2,002,427.62		0.014	0.014	1

Fund LEDC - LEDC
Investments by Fund
April 30, 2021

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
Bancorp South										
1092	10002	Bancorp South	09/01/2014	411,579.07	411,579.07	411,579.07	0.250	0.246	0.250	1
2363	10003	Bancorp South	09/01/2014	2,594.78	2,594.78	2,594.78	0.250	0.246	0.250	1
Subtotal and Average				414,173.85	414,173.85	414,173.85	0.247	0.250		1
Total Investments and Average				414,173.85	414,173.85	414,173.85	0.247	0.250		1

**Fund SEIZ - Seizures
Investments by Fund
April 30, 2021**

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 300	YTM 365	Maturity Days To Date Maturity
Bancorp South										
0763	10008	Bancorp South	09/01/2014	13,305.31	13,305.31	13,305.31	0.250	0.246	0.250	1
1999	10009	Bancorp South	09/01/2014	36.06	36.06	36.06				1
Subtotal and Average				13,341.37	13,341.37	13,341.37		0.246	0.249	1
Total Investments and Average				13,341.37	13,341.37	13,341.37		0.246	0.249	1

Fund TRUST - Trust
Investments by Fund
April 30, 2021

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
Bancorp South										
6349	10010	Bancorp South	09/01/2014	42,891.70	42,891.70	42,891.70	0.250	0.246	0.250	1
6348	10011	Bancorp South	09/01/2014	29,650.04	29,650.04	29,650.04	0.250	0.246	0.250	1
Subtotal and Average				72,541.74	72,541.74	72,541.74		0.247	0.250	1
Total Investments and Average				72,541.74	72,541.74	72,541.74		0.247	0.250	1

Fund WATER - Water
Investments by Fund
April 30, 2021

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
Bancorp South										
1639	10012	Bancorp South	09/01/2014	188,341.86	188,341.86	188,341.86	0.250	0.246	0.250	1
Subtotal and Average				188,341.86	188,341.86	188,341.86	0.247	0.250		1
Total Investments and Average				188,341.86	188,341.86	188,341.86	0.247	0.250		1



**City of Lampasas, Texas
Interest Earnings
Sorted by Fund - Fund
April 1, 2021 - April 30, 2021
Yield on Average Book Value**

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

CUSIP	Investment #	Fund	Security Type	Ending Par Value	Beginning Book Value	Average Book Value	Maturity Date	Current Rate	Annualized Yield	Adjusted Interest Earnings		
										Interest Earned	Amortization/ Accretion	Adjusted Interest Earnings
Fund: Cash												
14103	10000	CASH	RR2	1,778,826.21	1,778,806.57	1,778,807.22		0.014	0.013	19.64	0.00	19.64
5001632	10023	CASH	RR5	248,379.19	248,368.98	248,369.32		0.050	0.050	10.21	0.00	10.21
XXXX579	10026	CASH	RR5	3,148,042.47	3,147,654.39	3,147,667.33		0.150	0.150	388.08	0.00	388.08
XXXX561	10029	CASH	RR5	486,618.36	486,558.38	486,560.38		0.150	0.150	59.98	0.00	59.98
4001561	10030	CASH	RR5	1.00	1.00	1.00				0.00	0.00	0.00
4001579	10027	CASH	RR5	1.00	1.00	1.00				0.00	0.00	0.00
0474	10004	CASH	RRP	7,140,061.89	8,859,895.53	8,802,567.74		0.250	0.241	1,741.79	0.00	1,741.79
3213	10006	CASH	RRP	408.99	459.90	433.90		0.250	0.252	0.09	0.00	0.09
4187	10007	CASH	RRP	29,255.38	30,491.70	29,016.84		0.250	0.250	5.96	0.00	5.96
			Subtotal	12,831,584.49	14,552,236.45	14,493,424.73			0.187	2,225.75	0.00	2,225.75
Fund: Cert. of Obligation 2016												
14103A	10041	CERTS16	RR2	144,725.10	577,481.62	462,072.54		0.083	0.083	31.48	0.00	31.48
			Subtotal	144,725.10	577,481.62	462,072.54			0.083	31.48	0.00	31.48
Fund: Electric												
17390	10001	ELEC	RR3	1,628,012.94	1,627,997.76	1,627,998.27		0.011	0.011	15.18	0.00	15.18
1732110	10022	ELEC	RR4	8,133.12	8,137.42	8,135.27				0.00	0.00	0.00
0672	10005	ELEC	RRP	366,281.56	364,956.41	365,733.92		0.025	0.250	75.15	0.00	75.15
			Subtotal	2,002,427.62	2,001,091.59	2,001,867.45			0.055	90.33	0.00	90.33
Fund: LEDC												
2363	10003	LEDC	RRP	2,594.78	2,594.25	2,594.27		0.250	0.249	0.53	0.00	0.53
1092	10002	LEDC	RRP	411,579.07	411,715.57	411,604.52		0.250	0.250	84.58	0.00	84.58
			Subtotal	414,173.85	414,309.82	414,198.79			0.250	85.11	0.00	85.11
Fund: Seizures												
1999	10009	SEIZ	RRP	36.06	36.06	36.06				0.00	0.00	0.00
0763	10008	SEIZ	RRP	13,305.31	11,336.91	12,855.19		0.250	0.250	2.64	0.00	2.64
			Subtotal	13,341.37	11,372.97	12,891.25			0.249	2.64	0.00	2.64

City of Lampasas, Texas
Interest Earnings
April 1, 2021 - April 30, 2021

CUSIP	Investment #	Fund	Security Type	Ending Par Value	Beginning Book Value	Average Book Value	Maturity Date	Current Rate	Annualized Yield	Adjusted Interest Earnings		
										Interest Earned	Amortization/ Accretion	Adjusted Interest Earnings
Fund: Trust												
6348	10011	TRUST	RRP	29,650.04	29,643.95	29,644.15		0.250	0.250	6.09	0.00	6.09
6349	10010	TRUST	RRP	42,891.70	43,122.87	42,971.16		0.250	0.250	8.83	0.00	8.83
			Subtotal	72,541.74	72,766.82	72,615.32			0.250	14.92	0.00	14.92
Fund: Water												
1639	10012	WATER	RRP	188,341.86	187,478.23	188,009.52		0.250	0.250	38.63	0.00	38.63
			Subtotal	188,341.86	187,478.23	188,009.52			0.250	38.63	0.00	38.63
			Total	15,867,148.03	17,816,737.50	17,845,079.59			0.172	2,488.86	0.00	2,488.86

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LAMPASAS PUBLIC LIBRARY

APRIL 2021

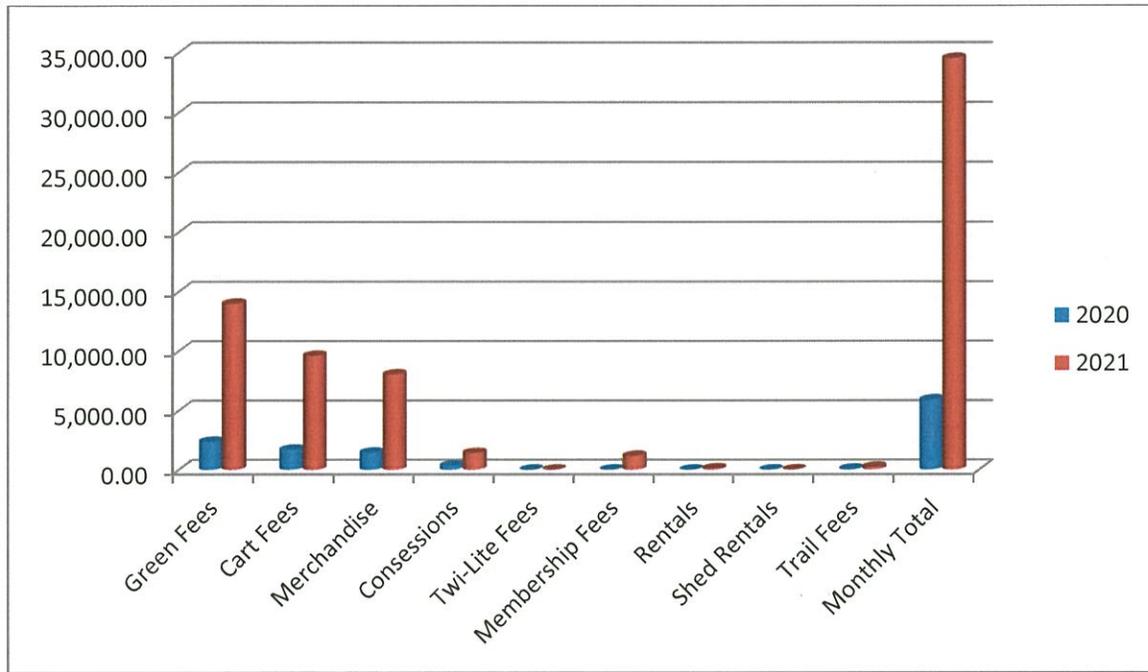
- Circulation** We circulated 3,801 items in April, which is down 1.9% from March (3,874). The library was closed April 2 for Good Friday.
- Door Count** There were 1,867 visitors during April, which is down 12.1% from March (2,123).
- Internet Usage** There were 54 Internet sessions in April, compared to 193 in March (down 72%).
- Wifi Usage** We had 85 distinct clients use the public wifi in April, which is down 11.5% from March. There was an average of 7 users per day, up 16.7% from last month.
- Text Interactions** We communicated, via text messages, with 83 unique phone numbers in April, which is up 5.1% from March (79). We sent/received a total of 466 messages, which is up 27.3% from last month (366).
- Summer Reading** We are ready for this year's summer reading program. We anticipate a good turnout since we did not have a program last year, due to the pandemic. This year's theme is "Tails & Tales" so all of our programming is animal-related. Programs include: mobile dairy, petting zoo, FFA students, and Lampasas animal shelter. Children and teens will track their reading, and if they reach the overall reading goal, one of the library staff will get a pie in the face; voting for which staff member is open to the public (at the library). We also appreciate the generous donation from FMC Science, which allowed us to purchase prizes for the children and teens, instead of asking for donations from our local businesses, who have been hit hard by the pandemic.
- April Programs** Our April Books & Badgers guest storyteller was Cara Woods with FMC Science. She read "There's a wocket in my pocket" and her story time has had 133 views to date. The Family story time reader was Jayden Hail; he did a great job reading "Mother Bruce". His story time has had 679 views to date! Staff members continue to provide bi-weekly virtual story times, as well as a special story time each month for HeadStart.
- Upcoming Programs** In May, Ashley Jones will be the Books & Badgers reader, and our Family Story Time readers will be Lauren Lockhart and her daughter Allison. Staff will also do their bi-weekly story times. All story times are virtual (Facebook Live). The Book Sale in the Park was cancelled due to the weather.

Memo

To: Finley deGraffenried, City Manager
From: Van Berry, Golf Course Manager
cc: City Council Members
Date: May 18, 2021
Re: Monthly Report, April 2021

- April 5th and 6th we aerated and top-dressed the greens with sand.
- We put down 16 pallets of sod. We re-sodded the two tees boxes on #1, the men's tee box on #6 and a large area on #9 where we re-worked a drainage area.
- Installed a 120' of 1 ½"-water line and installed a new sprinkler head on #9.
- We are beginning to have some problems with pigs coming up the creek and rooting around on holes #2 and #3. So far, the damage has been minor and limited to the areas on the course that do not come into play. I did get into contact with Elli Hodge and he is going to set up a trap.
- The grass is really starting to grow and the Maintenance Crew has started on their Spring mowing schedule.
- Applied 600 lbs. of fertilizer on the tee boxes.
- Applied 800 lbs. of Gypsum on the greens.
- Applied 600 lbs. of 0-0-30 (potash) on the greens.
- Sprayed Firm-Up (soil conditioner) on the greens.
- Applied 400 lbs. of fertilizer and the greens.

Hancock Park G.C. April Revenue Comparison 2020 and 2021



Comparisons are not comparable, we were closed nearly the whole month of April due to COVID.

Golf Course was closed on March 24, 2020 and re-opened on April 23, 2020

Memo



Municipal Court

To: Finley deGraffenried, City Manager, Honorable Mayor and City Council
From: Lewann Turner, Court Clerk I
Date: Thursday, May 20, 2021
Re: Monthly Report April 2021

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

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

New Cases	108
Convictions	85
Compliance Dismissals	22
Hrs. Community Service Completed	97
Total Dollar Amount CS	\$1,214.90
Waived for Indigency	\$3,344.20
Total Collected	\$44,139.93
Total kept by City	\$31,999.97

CITY SECRETARY DEPARTMENT/ APRIL 2021 MONTHLY REPORT

Brief Monthly Overview of Department Employees:

Becky Sims, City Secretary/Zoning Administrator

- Prepared and posted packet, attended and took minutes of the April 12th & April 26th Regular Council meetings.
- Prepared and posted packet, attended and took minutes for the April 1st CIP Meeting and Planning & Zoning Meeting
- Issued CEFCO permits- April 6
- Utility/Site Discussion- 909 N Elm- April 8th
- Attended Centex Sustainable Community Partnership Event- April 8th
- Civic Clerk 8 Migration- April 8th
- Worked with 2 Developers regarding zoning and utilities for business prospect with EDC Director –
- Cleaned/Prepared the Colored School Building for CIP meeting- April 16th
- New Spring Ho Building Plan Review- April 16th
- Early Voting- April 19-April 27th
- My GOV updates to permit applications
- Handled CDBG Postings/Documents/Resolutions
- Reviewed and approved 3 administrative plat approvals
- Received Hillside Acres Final Plat
- Created City Volunteer Application
- Created City Council Orientation Handbook
- Processed/Facilitated (13) Open Records Requests
- Daily Building /Planning & Zoning responsibilities – key contact person who handles inquiries/requests and all administrative work/research.

Chasity Shifflett, Administrative Secretary

- Assisted the City Manager, City Secretary, EDC Director and Building Official with daily operations
- Assisted all incoming customers
- Responsible for preparing and posting LEDC agendas and minutes on City website(s), posting City Council minutes on website upon Council approval
- Prepared and posted packet, attended and took minutes of the March 11th CIP meeting.
- Assisted with issuing Building Department permits; filing for Building Department; works closely with Building Official on inspection call-ins and documentation of those inspections
- Continued to work on MY GOV implementation with contractors and training for Building Official
- Maintains vehicle inspection/registration process for all City vehicles
- Completes and files Cemetery Deeds



Finance/Utility Billing & Collection

MEMO

Date: May 18, 2021

To: Finley deGraffenried, City Manager

From: Yvonne Moreno, Finance Director

RE: Monthly Report for April 2021

Finance Department:

- * Completed/reviewed all journal entries.
- * Prepared reports for each department regarding budget preparation.
- * Met with representatives from Scott & White regarding the City's renewal.
- * Coordinated with Human Resources regarding various questions and processes.
- * Accounts Payables processing is on a regular schedule and bills are processed on a weekly basis ensuring that our expenses are recorded in a timely manner.
- * All payments for the 2016 CO projects are transferred from TexPool Prime to Bancorp South to cover those invoices. Interest earned for April was \$31.48
- * Sales Tax for April was \$157,398, which is an increase of 6% from April 2020.
- * Reconciled 18 bank accounts
 - Processed 321 Accounts Payable Checks
 - Processed Bi-Weekly Payroll and Longevity Checks

Utility Department:

- The Electric billing for April 2021 was 7% higher than what was billed in April 2020. The Water billing for April 2021 was 14% higher than what was billed in April 2020.
- April Statistics for the department:

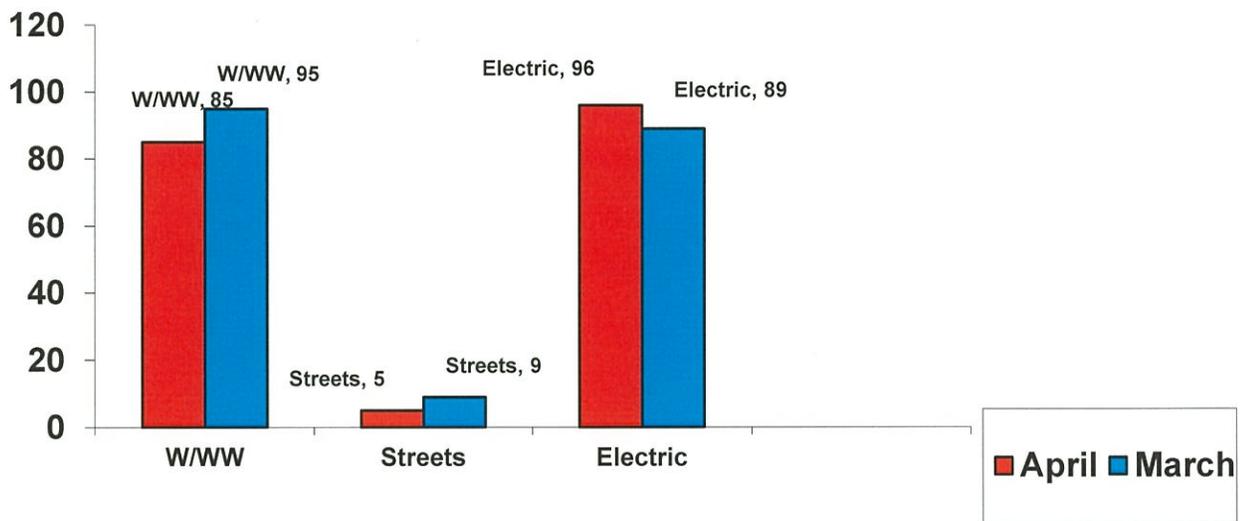
Total Water Customers	3,584
Total Wastewater Customers	2,869
Total Electric Customers	5,016
Residential Garbage Customers	2,734
Connects:	38
Disconnects:	40
Read In/Read Out:	30
Disconnects for Non-Pay:	41 (24 were reconnected)



Public Works

MAY 2021

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



Work Order Summary:

Received: 186
Completed: 183
Voids: 2

Monthly Report

To: Rickie Roy, Public Works Director
From: Van Sims, W/WW Operations Manager
Date: May 17, 2021
Re: April 2021 Monthly Report

Water/Wastewater Department

Summary of Activities

- **Operation of Water Distribution System**

1. Repaired 2 water leaks.
2. Made 2 new water taps.
3. Completed monthly flushing.
4. Collected 9 routine Bac T samples (all passed) 3 Special sample (passed)
5. Completed all disinfection action plan monitoring and nitrification action plan monitoring.

- **Operation of Wastewater Collection System**

1. Cleared 1 sewer stoppages.
2. Repaired 1 damaged sewer line.
3. Completed all monthly lift station checks. ****NOTE**** Excess grease noted at Golf Course lift station and excess petroleum waste noted at Hoffpaur and Oil States lift stations.

- **Operation of Wastewater Treatment Facility**

1. Completed all daily checks of equipment and facilities.
2. Collected all TCEQ required samples for the municipal plant.
3. Performed all required analysis, recorded and logged data.
4. Performed all routine maintenance on scheduled equipment.
5. Removed 160 yds of cake.
6. ****NOTE**** Excess grease in final clarifier. Higher suspended solids concentration in effluent. Operational changes made/ concerns documented.

- Total Work Orders Completed -85
- Utility Locates -56
- Customer Service Calls – 7
- Routing Forms Completed- 1

Memo  CITY OF _____
LAMPASAS

TEXAS

To: Rickie Roy
From: Carlos Garcia
Date: Thursday, May 20, 2021
Re: April, Monthly

Street Department

Mr. Roy,

For the month of April, the Streets Department worked on,

- 1) Street –Total Work Orders =5, Total Complete = 5, Total Outstanding =0, Total Void = 0
- 2) Street department work on patching workorders.
- 3) Line of sights.
- 4) Sweeping all areas of the city.
- 5) Mowed and weedeating all drains and right a ways.

For the month of May, we will be continuing taking care of work orders. We will continue tree trimming and line of sights. We will be mowing and weedeating and be getting ready for seal coat work on East Ave B.

Memo

To: Rickie Roy
From: Flint Geagley
Date: May 10, 2021
Re April Activities

Electric Department

This month's activities involved:

- Received a total of 96 work orders and completed 93.
- Operations and Maintenance
 1. Received 58 line locates
 2. Set poles at CEFCO
 3. Installed street lights at Brodie Estates
 4. Installed primary riser at Whataburger
 5. Reworked poles at 1602 west 4th street for service upgrade
- Set 6 poles:
 1. replaced 2 poles on the inspection list
 1. set 1 service pole on 3rd street at the railroad tracks
 2. set 3 poles at the new CEFCO property
 - 3.
 - 4.
- Connected:
 1. Upgrades – 5
 2. New services – 4
 3. Temps - 1
- Overtime: Received 5 callouts
 1. Storm - 1
 2. Vehicle hit service line - 1
 3. Animal Contact - 3
 4. Low line -
- Activities for the Year 2020 - 2021:
 - Pole Inspection replacement: total 389 poles, have replaced 325 poles
 - Stone Valley: (70% complete)
 - Brown St Subdivision: (80% complete)
 - CEFCO: Have set new poles, have received pad mount transformer (50% complete)
 - Community Church:
 - Whataburger: Have installed new pole and primary riser, have received new pad mount transformer (50% complete)

To: City Manager, Finley DeGraffenried
Honorable Mayor and City Council
From: Chief of Police, Sammy Bailey
Date: May 10, 2021
Re: Monthly City Council Report, April 2021

Peace Officer interviews were conducted. We made a conditional offer to the Kyle Molten. Kyle passed his conditional requirements and will join the department on May 24, 2021.

School Resource Officer (SRO) Eric Hernandez tendered his resignation to be effective, August 1, 2021. He will focus on his business, Hernandez Homes. A replacement SRO will be determined, ASAP, to afford the selectee the opportunity to receive their required SRO training this summer before the start of the 2021-2022 school year.

Animal Shelter Supervisor Schwartzer is off for an extended period of time. The Animal Shelter staff has been doing an excellent job of maintaining the shelter in her absence; however, with additional illnesses they will close at 4:00 p.m., effective 05/10/2021, until further notice due to being short of staff.

In April, we celebrated our Communications Division for Telecommunications Week. Communications Supervisor Kelli Sanguinet and the team of Dispatchers do an outstanding job for our community, our department and others.

We conducted and were apart of several community events; Safety Presentation at the Community Garden, Lily Springs Nursing Home Presentation, DEA Drug Take Back, and the Community Vaccination Clinic to name a few. We signed up citizens for the Code Red Community Emergency Notification and the City Notify Me at all events.

During the DEA Drug Take Back, Sgt. Boswell and CPAAA members collected 8 boxes and 144 pounds of prescriptions medications disposed of by the DEA. Since we started in 2016, we have collected 62 boxes and 1075 pounds disposed of by the DEA.

The Citizen Police Academy Alumni Association Vice-President Joe Loosier's term ended and Albert "Paul" Miceli was nominated and selected to be the next Vice-President.

Statistics were showing some different trends but this month seem to be balancing.

- Sgt. Barrio had a 20% increase in grass and weeds and rubbish. He followed up on 45 of these types of calls during April, a 20% increase in 2021 as compared to 2020. We are sure is due to less drought like conditions.
- We had one more service call in 2021 than in 2020 and department contacts are consistent with being one Officer short.

IT Supervisor Monica Wright, IT Kristy Acevedo, Lt. Chuck Montgomery and Dispatch Supervisor Kelli Sanguinet make an excellent team regarding the Community Aided Dispatch (CAD) system. We are still working through the technical maze but can see the direction we need to travel now.

The Public Safety Communications System has been installed and implemented and the minor glitches are being worked out.

We thank you all of you for understanding that radio communications and CAD can be lifesaving investments for all public safety responders.

LAMPASAS ANIMAL SHELTER
CITY LOG

APRIL 2021

DATE	INTAKE	SEX	AGE	BREED	COLOR	ADDRESS	NAME	PRECAUTIONS	DISPOSITION	OFFICER
04/01/2021	SUR P11318	F	B	DACHSHUND X	BLACK	901 E Ave G	ROSE		ADOPTED 4-8	CITIZEN
04/01/2021	SUR P11319	F	B	DACHSHUND X	BLACK	901 E Ave G	DAISY		ADOPTED 4-14	CITIZEN
04/06/2021	IMP P11320	F	A	DMH	BLUE	1512 S MAIN		FERAL	EUTH 4-6	131
04/07/2021	IMP P11321	MN	A	DSH	BLK/WHT	203 MOCKINGBIRD	MOUSE		RTO 4-7	131
04/08/2021	IMP P11322	F	A	DMH	BRN TAB/WHT	307 N BROAD		FERAL	RQ 4-9	131
04/08/2021	IMP P11323	M	B	DMH	BLK/WHT	307 N BROAD			RQ 4-9	131
04/08/2021	IMP P11324	M	B	DMH	GRY/WHT	307 N BROAD			RQ 4-9	131
04/08/2021	IMP P11325	M	B	DMH	GRY/WHT	307 N BROAD			RQ 4-9	131
04/08/2021	IMP P11326	M	B	DMH	GRY TAB/WHT	307 N BROAD			RQ 4-9	131
04/08/2021	IMP P11327	M	B	DMH	GRY TAB/WHT	307 N BROAD			RQ 4-9	131
04/09/2021	SUR P11328	M	A	AUSSIE X	RED TRI	500 N WILLIS ST	CHAMP		RQ 4-12	CITIZEN
04/09/2021	IMP P11329	F	A	ACD X	BLUE MERLE	3 PARK LANE	WILLOW		RESCUE	131
04/09/2021	IMP P11330	F	A	ACD X	RED	3 PARK LANE	PIPER		RESCUE	131
04/09/2021	IMP P11331	M	A	DSH	BLK/WHT	33 HILLCREST		FERAL	EUTH	131
04/09/2021	SUR P11332	F	12W	TERRIER X	BLK/WHT	207 W 6TH ST	LYLA		RQ 4-12	131
04/09/2021	SUR P11333	M	12W	TERRIER X	BLACK TRI	207 W 6TH ST	LUKE		RQ 4-12	131
04/09/2021	SUR P11334	F	12W	TERRIER X	BLK/WHT	207 W 6TH ST	LUNA		RQ 4-12	131
04/09/2021	SUR P11335	F	12W	TERRIER X	BLACK TRI	207 W 6TH ST	LEXIE		RQ 4-12	131
04/09/2021	SUR P11336	M	12W	TERRIER X	BLACK TRI	207 W 6TH ST	LONDON		RQ 4-12	131
04/10/2021	IMP P11337	F	A	BULLDOG X	WHIT/TAN	804 S KEY AVE	RAINA		RESCUE	108
04/11/2021	IMP P11338	M	A	LAB X	CHOC	903 E AVE G	POLLY		RTO 4-12	118
04/12/2021	IMP P11339	F	A	HUSKY	GRAY/WHT	NORTH & SUMMER	MYA	CAUTION	RTO 4-13	CITIZEN
04/13/2021	IMP P11340	F	A	TERRIER X	BROWN	103 S FAIRVIEW	KIWI		RESCUE	131
04/15/2021	IMP P11341	F	A	JACK RUSSELL X	WHT/BRN	NIX & WILLIS	BELLE		RTO 4-15	122
04/15/2021	IMP P11342	M	B	DSH	BRN TAB	705 ANTELOPE			DOA	107
04/15/2021	IMP P11343	M	B	DSH	RED TAB	705 ANTELOPE			RQ 4-20	107
04/15/2021	IMP P11344	F	B	DSH	TORBIE	705 ANTELOPE			RQ 4-20	107
04/15/2021	IMP P11345	F	B	DSH	TORBIE	705 ANTELOPE			RQ 4-20	107
04/16/2021	IMP P11346	F	A	DSH	CALICO	1275 S WESTERN				131
04/16/2021	IMP P11347		B	DSH	BLACK/WHT	1275 S WESTERN				131
04/16/2021	IMP P11348		B	DSH	RED TAB	1275 S WESTERN				131
04/16/2021	IMP P11349		B	DSH	RED/WHT	1275 S WESTERN				131
04/16/2021	IMP P11350	M	ADO	MIX	RED/WHT	1000 W 6TH	COOKIEMONSTER			131
04/16/2021	SUR P11351	F	6YR	ROTTWEILER	BLK/TAN	607 E AVE F	LOLLIE	ORE	EUTH 4-16	131
04/18/2021	IMP P11352	F	8M	HOUND	BLUE TICK	GRACE CHURCH	DAISY		RTO 4-20	111
04/18/2021	IMP P11353	M	7M	BLACK MOUTH CUJ	FAWN	GRACE CHURCH	BUCK		RTO 4-20	111
04/20/2021	IMP P11354	M	A	MANX	BRN TABBY	1006 E AVE H		SEMI FERAL	EUTH	131
04/20/2021	IMP P11355	F	A	DSH	COLOR PNT	910 E AVE J		FERAL	EUTH 4-20	131
04/20/2021	IMP P11356	M	B	DSH	RED TAB	910 E AVE J		URI	RQ 4-20	131
04/20/2021	IMP P11357	M	B	DSH	BLACK	910 E AVE J		URI	RQ 4-20	131
04/20/2021	IMP P11358	M	B	DSH	BLACK	910 E AVE J		URI	RQ 4-20	131
04/20/2021	IMP P11359	F	B	DSH	TORTI	910 E AVE J		URI	RQ 4-20	131
04/20/2021	IMP P11360	F	B	DSH	TORTI	910 E AVE J		URI	RQ 4-20	131
04/21/2021	IMP P11361	M	A	DSH	BRN TAB/WHT	203 MOCKINGBIRD		FERAL	EUTH	131
04/22/2021	IMP P11362	M	A	DSH	BLACK/WHT	1006 E AVE H		FERAL	EUTH	131
04/22/2021	IMP P11363	M	B	TERRIER MIX	TAN/WHT	WALMART PARKING LOT	SNICKERDOODLE		ADOPTED 4-26	121
04/22/2021	IMP P11364	M	B	TERRIER MIX	BRINDLE	WALMART PARKING LOT	SMORES		ADOPTED 4-26	121
04/23/2021	IMP P11365	M	A	AUSSIE X	BLK TRI	AVE B AND STEELE	BLUE		RTO 4-24	107

	April-21	YTD	04/2020 YTD
ACCIDENTS:			
MINOR ACCIDENTS	19	80	78
MAJOR ACCIDENTS	2	3	5
FATAL ACCIDENTS	0	0	0
TOTAL ACCIDENTS	21	83	83
CODE ENFORCEMENT:			
HIGH WEEDS & TRASH	45	96	80
JUNK / UNREGISTERED VEHICLES	1	8	21
SUBSTANDARD HOUSING	0	1	0
BUILDING COMPLAINTS	0	0	0
MISCELLANEOUS	6	59	64
TOTAL CODE COMPLAINTS	52	164	165
DAILY ACTIVITIES:			
CALLS FOR SERVICE	887	3481	3480
TELEPHONE CALLS RECEIVED	2930	13002	19462
ESCORTS	55	221	200
MOTORIST ASSISTS	52	200	169
EMERGENCY ORDER OF DETENTION	0	3	7
BEHAVIORAL CRISIS	5	26	20
911 CALLS	189	867	852
TEXT TO 911	1	2	1
OPEN RECORD REQUESTS	32	134	144
ANIMAL CONTROL:			
ANIMAL CFS & FOLLOW UPS	148	621	627
ANIMAL IMPOUNDS	59	224	171
CPAAA VOLUNTEER HOURS:	40.50	112.50	115.00

OFFICER COUNT: 20 OF 21
DISPATCHER COUNT: 7 OF 7

WARRANT TOTALS

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

	Apr-21	YTD	04/2020 YTD
WARRANT TOTALS:			
LMC WARRANTS ISSUED	22	22	144
LMC WARRANTS RECALLED	65	221	174
LMC WARRANTS SERVED OR PYMT ARRANGEMENTS MADE AT LMC	15	22	67
LMC WARRANTS PAID AT LMC / PD	0	0	1

	Apr-21	YTD	04/2020 YTD
WARRANT \$ AMOUNTS:			
LMC WARRANTS ISSUED	\$13,028.73	\$13,028.73	\$86,783.36
LMC WARRANTS RECALLED	\$37,787.67	\$122,419.85	\$96,676.40
LMC WARRANTS SERVED OR PYMT ARRANGEMENTS MADE AT LMC	\$11,272.15	\$17,475.61	\$43,082.55
MONEY COLLECTED AT PD	\$0.00	\$0.00	\$511.84

Report Prepared by Kelli Sanguinet 05/10/2021

Lampasas Economic Development Corporation

From: Mandy Walsh

Re: Staff Report

Date: APRIL 2021

Current Development

Developers of CEFCO have begun demo at the former Triangle Motel property. Whataburger demo is underway as well, with a target open date in mid-July. Staff is working on a possible market lease rate for the 5.61 acres of City-owned property at the Industrial Park. There has been interest from numerous prospects due to its location and size. Assisting the owner of Golden Chick & Pizza Werx with leasing the two vacant spaces at the retail center on HWY 190. Working with the owner of property located at HWY 190 & HWY 281 on acquiring additional acreage adjacent to their property and discussing future land use. High interest in the past few months on Key Ave. properties near what developers consider the "heartbeat" of Lampasas, at the intersection of HWY 281 & HWY 183.

Broadband

Nextlink is continuing their buildout. Their team has been visible all across town trimming trees and deploying fiber. They have already strung fiber down Third Street into Downtown. Several residential developers are contacting them to install underground fiber while their subdivisions are being constructed. Roll-Call is continuing buildout in the Sunrise Hills subdivision. Connected Nation and CTCOG had a kickoff meeting with stakeholders in San Saba and Lampasas counties for the survey they are conducting in order to bring internet to rural areas in Central Texas. Judge Hoyer was also on the call and plans to discuss at Commissioners Court on April 12 as to spread the word and encourage those within the county to fill out the survey.

2024 Eclipse Event

There are a few citizens that have reached out to the Chamber Director and the City regarding the 2024 Eclipse. Lampasas will be in the Central Line of the Total Eclipse. They'd like to establish a planning committee, which would include the Chamber, the City (parks, electric, police dept.), and any other organization that can assist. www.Eclipse2024.org is giving each town in the path a page on their website that shows points of interest, places to stay, eat and shop. Vision Lampasas wants to be involved and will likely organize a committee to get things started, but they anticipate worldwide visitors, sold out campsites and hotels.

Sales Tax

The April collections indicated a 5.97% increase over the same period a year ago with a net payment of \$157,398.33 compared to \$148,525.31 last year.

Workshops

Chamber Director and I have had discussions with a local marketing company (Surge Companies) requesting to partner together and host a series of workshops for our local business owners. We are tentatively set for the first workshop/discussion on Monday, May 10th from 11:30a-1p at the Calvert Municipal Building. We hope to continue offering every other month.

Job Fair

The Job Fair has been tentatively set for Thursday, June 10th from 10am-2pm. The location is still TBD, but the options will be former Middle School Cafeteria, LCHEC, Hostess House and High School Auditorium. Numerous employers are seeking help, and we hope this event will be highly attended after being asked to cancel the 2020 Job Fair.

Memo



To: Honorable Mayor and City Council Members
CC: Finley deGraffenried, City Manager
From: Vicki Tower, Parks Secretary/HR Coordinator
Date: May 19, 2021
Re: Monthly Report April 2021

**Parks & Recreation
&
Human Resources**

Brief Monthly Overview – Parks & Recreation

Vicki Tower, Parks Secretary/HR Coordinator

- Attended the CIP Meeting on April 1
- April 1 – Staff met on site with Antonio Naylor, Reliance Architecture, to discuss the Hostess House project
- Prepared agenda and attended Airport Board Meeting on April 14
- Prepared agenda and attended Parks Board Meeting on April 15
- Attended the CIP Meeting on April 22
- Attended the City Council Meeting on April 26
- Showed the Hostess House on April 5, April 6, April 9, April 19, April 23 and April 30
- Updated and sent out the City Newsletter for May
- Parks Secretary responsibilities including purchase orders, Airport Hangar waiting list, Airport Hangar vacancies, Hostess House reservations and requests, Ruth Eakin Theatre reservations, Pavilion reservations, coordinating events and assisting with various ongoing projects.

Brief Monthly Overview - Human Resources

Vicki Tower, Parks Secretary/HR Coordinator

- Pre-employment screens for pool employees
- New hire paperwork and orientations for Assistant Pool Manager, Head Lifeguard and Head Cashier
- April 28 – Attended meeting for midyear review of health plans
- Posted Utility Distribution/Collection Technician position
- Continue to work on filing and organizing HR files
- Assisted the Accountant(s) with payroll checks and Employee Longevity checks

Personnel Information – Currently

- Current: 109 Full-time positions, 14 Part-time positions and 28 Seasonal positions
- Posted Vacancies:
 - Full- time: Park Maintenance Technician, Utility Distribution/Collection Technician, Administrative Secretary/Permit Technician

Memo



Parks and Recreation Dept.

To: Honorable Mayor and City Council Members
CC: Finley deGraffenried, City Manager
From: Chris Eicher, Director of Parks and Recreation
Date: May 21, 2021
Re: Monthly Report April 2021

PARKS

The crew has worked very hard to maintain all parks areas and facilities at a level that meets or exceeds expectations of citizens and staff. April is the beginning of the busiest part of the year for our department. LCRA has completed a few community service projects in our parks over the past few years, and this year they assisted us with replacing playground mulch in Brook Park, and installing sod around the restrooms in Brook Park. We have been working on performing lots of pool maintenance, continuing to complete repairs from winter storm, rebuilding and repainting our pick nick tables, assisting with plans for the Riata Roundup at 580 Sports Complex, and performing lots of equipment maintenance. We are in the middle of growing season now and the crew is mowing and weed eating non-stop. Along with all the daily routines we have also been busy preparing the Hostess House for multiple events that have been and will continue taking place. It is turning into an incredible event venue and we are looking forward implementing the proposed upgrades to the complex.

SPORTS FACILITIES

(see reports)

CEMETERY

(see reports)

**Department: Parks
Monthly Activity Report
MONTH OF APRIL 2021**

I) Regular Personnel Hours Available: 800.00

LESS:

A)	Vacation Leave	51.00
B)	Sick Leave	10.50
C)	Supervision/Training	76.00
D)	Holiday	
E)	Other (?)	

SUB-TOTAL 137.50

PLUS:

A)	Over Time	28.50
B)	Temporary Labor	
C)	Part Time	
D)	Transfer	

SUB-TOTAL 28.50

TOTAL HOURS AVAILABLE FOR THE MONTH: 691.00

II) Department Summary of Work Orders for the Month.

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

III) Department Projects for the Month.

<u>LCRA Steps Forward Workday</u>	34.00	
<u>Hancock Pool Maintenance</u>	16.00	
<u>Other:</u>		
Sub-total Hours on Projects:		50.00

IV) Department Operations and Maintenance for the Month.

<u>Cleaning Parks</u>	144.00	
<u>Airport Maint.</u>	19.00	
<u>Mowing/Weed eating</u>	212.00	
<u>Building and Grounds</u>	176.00	
<u>Equipment/Vehicles/Shop</u>	52.00	
<u>Office/Meetings</u>	38.00	
Sub-total Hours on Projects:		641.00

TOTAL HOURS FOR DEPARTMENT 691.00

V) Department's Proposed Projects for next Month

<u>Hanna Springs Pool Maintenance</u>	50.00	
Total Estimated Hours on Proposed Projects:		50.00

**Department: SPORTS FACILITIES
 Monthly Activity Report
 MONTH OF APRIL 2021**

I) Regular Personnel Hours Available: 480.00

LESS:

A) Vacation Leave	24.00
B) Sick Leave	8.00
C) Supervision/Training	0.00
D) Holiday	24.00
E) Other (?)	8.00

SUB-TOTAL 64.00

PLUS:

A) Over Time	17.00
B) Temporary Labor	0.00
C) Part Time	0.00
D) Transfer	0.00
SUB-TOTAL	17.00

TOTAL HOURS AVAILABLE FOR THE MONTH: 433.00

II) Department Summary of Work Orders for the Month.

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

III) Department Projects for the Month.

Install New Spindles on Mowers	8.00	
Install New Bed Knives on Turf Mower	16.00	
Other:		
Sub-total Hours on Projects:		24.00

IV) Department Operations and Maintenance for the Month.

Cleaning Fields	85.00	
Turf Management	76.00	
Mowing/Weed eating	75.00	
Building and Grounds	85.00	
Equipment/Vehicles/Shop	80.00	
Office/Meetings	8.00	
Sub-total Hours on Projects:		409.00

TOTAL HOURS FOR DEPARTMENT 433.00

V) Department's Proposed Projects for Next Month

Aerate Sports Fields at 580 Sports Complex	8.00	
Total Estimated Hours on Proposed Projects:		8.00

DEPARTMENT: CEMETERY
MONTHLY ACTIVITY REPORT

FOR THE MONTH OF: APR 2021

Regular Personnel Hours Available:

432

LESS:

A)	Vacation Leave/Personal Day	96
B)	Sick Leave	0
C)	Jury Duty	0
D)	Other (holiday/bad weather)	24
E)	Supervision/Funeral	20
SUB-TOTAL		140

PLUS:

A)	Transfer from Parks	0
B)	Seasonal Labor/Temp	0
C)	Other (Community service)	0
D)	Overtime	1
SUB-TOTAL		1

TOTAL HOURS AVAILABLE FOR THE MONTH: 293

Department Summary of Work Orders for the Month

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

Department Projects for the Month

Plant trees	16
	0

Sub-total Hours on Special Projects: 16

Department Operations and Maintenance for the Month

Mowing & W/E	62
Equip & Veh Maint	15
Buildings & Grounds	169
Office Operations	18

Sub-total Hours on OM Projects: 264

OTHER

Build ramp for Street Dept.	8
Assist Park Project	5
	0

Sub-total Other 13

TOTAL HOURS FOR DEPARTMENT 293

Department's Proposed Projects for next Month

	0
	0
Total Estimated Hours on Proposed Projects:	0

Memo



Oak Hill Cemetery

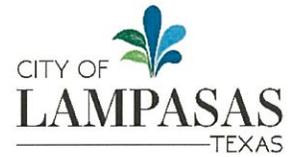
To: Chris Eicher, Parks & Rec. Director
From: Duane Griffith Cemetery Crew Leader
Date: 5/12/2021
Re: End of the month report April

Interments	4 (1) cremation
Fee's for over site	\$300.00
Sites sold	5/ \$2,800.00
Niche sales	1/ \$550.00
Beautification fund	\$24.00
Visitors Assisted	6
Level & Backfill sites	10
Meetings Attended	0

- Planted 10 Shumard Oak trees in East section of cemetery

Memo

To: Finley deGraffenried, City Manager
 From: Monica Wright, Director of Information Systems
 Date: Wednesday, May 5, 2021
 Re: April 2021 Monthly Report



Information
Systems

IT Service Tickets:

April 2020	April 2021	
206	489	+283 service tickets

Social Media Stats:

	April 2020	April 2021	
Facebook Followers	5,969	6,674	+705 FB page followers
Twitter Followers	554	624	+70 Twitter followers

Website Payments:

	April 2020	April 2021	
City Utility	457 \$134,930.64	537 \$181,795.58	+80 online payments +\$46,864.94
Municipal Court	36 \$8,495.62	38 \$12,373.51	+2 online payments +\$3,877.89

Website Stats:

	April 2020	April 2021	
Page Visits	23,421	14,593	-8,828 visits
Page Views	34,757	28,631	-6,126 page views
Downloads	9,112	3,076	-6,036 downloads

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

IT Supported Hardware:

PCs	92
Servers	22
Firewalls	5
Laptops	51
Printers	69
Wireless Access Points (WAP)	16
Switches	20
Network Attached Storage (NAS)	7
Tablets	10
Verizon Aircards	39
IT Supported Software	30+ applications



FY 2020/2021 Projects:

- Configure/replace (2) City network firewalls (completed)
- Relocate City firewalls to IT Building (completed)
- Configure/install new anti-virus software on client pcs/servers (completed)
- Configure/replace City Hall POE switch (completed)
- AT&T contract executed for increased bandwidth (completed)
- Replace 100M fiber circuit with 500M circuit/relocate from CH to IT Building (completed)
- Assist PD & Cardinal with CAD implementation (completed)
- Configure/replace (2) PD POE fiber switches (completed)
- Configure/replace fiber POE switch at Municipal Court (completed)
- Configure/replace fiber POE switch at Library (completed)
- Configure/install replacement Library firewall (completed)
- Dispose of old/outdated/broken IT equipment from City Hall (completed)
- Configure/replace old receipt printers (completed)
- Configure/replace PD Toughbooks (completed)
- Modify/adopt employee computer use policy (completed)
- Configure/install replacement credit card readers with chip readers (completed)
- Obtain quotes for replacement IT Building windows (completed)
- Configured/replaced Library Useful server/patron thin clients (completed)
- Obtained quotes/configured/replaced (10) PCs (completed)
- Obtained quote for time management software that interfaces with Incode (completed)
- Obtain quote/configure/install a new PD firewall for CAD system (completed)
- City wide cyber security training for all employees (*April-June 2021*)
- PD CJIS audit (*FY 20-21*)
- Add email archive integration with Microsoft o365 (*FY 20-21*)
- Upgrade all outdated Microsoft Office software on PCs (*FY 20-21*)
- Schedule IT Building (7) windows replacement (*FY 20-21*)
- Build IT Server room wall w/ door (*FY 20-21*)
- Implement cloud storage for audio/video retention (*FY 20-21*)
- Configure/install security cameras at Calvert Municipal Building (*FY 20-21*)
- Configure/install (1) WAP's (wireless access points) at Animal Shelter (*FY 20-21*)
- Install replacement 100ft fiber patch cable at Old City Hall (*FY 20-21*)
- Obtain Quote from Tyler Technologies for Incode V. 9 upgrade (*FY 20-21*)
- Obtain Quote for replacement Meter Reader handhelds/software (*FY 20-21*)

April Projects:

- Deployed State DIR required cyber security training module to employees
- Configured/installed Library Useful hardware/software upgrade
- Configured Library firewall for new Useful system
- Configured/issued out Animal Shelter laptop/added to inventory
- Winter storm after action website & social media analytics report
- New IT policy PowerPoint signed and filed with Human Resources
- Assist the Fire Department with setting up software for Covid-19 vaccine schedules/SignUpGenius
- Update software/maintenance auto renewals with new City MasterCard
- Contacted Civic Plus regarding timeline for the re-design of both EDC & City Website
- Pushed out weekly Covid-19 updates on website/social media
- Researched electronic timesheet software by reaching out to TAGITM to see what other Cities use
- FY 21-22 Budget Planning/Quotes
- Posted upcoming golf tournaments on website/social media
- Purchased/configured (2) W/WW tablets to be used in the field
- Mounted IT Training TV on wall at IT Building
- Installed IT Training thin client PC/terminated data port

- Sent out education to staff on phish failed tests
- Configured firewall for WWW SCADA VPN connection/tested
- Installed A/V hearing assist devices at Calvert Building/tested

May Projects:

- FY 21-22 Budget Planning/Quotes
- FY 20-21 budget projections due to Finance: 5-15
- FY 21-22 IT Budget due to Finance: 5-23
- Obtain quote/configure/install new PD firewall for Cardinal CAD project
- Provide PD CJIS audit documents to DPS for Cardinal CAD project
- Make updates to PD network diagram/send to staff/DPS/TSM Consulting
- Configure secured VPN connection to Nlets.org server for CAD project
- Configure secured VPN connection from PD firewall to City firewall for CAD project
- Purchase/configure/install Watchguard AuthPoint software on PD laptops for Cardinal CAD project compliance
- Purchase/configure/install Watchguard DNS WatchGo software on PD laptops for Cardinal CAD project compliance
- Purchase/configure/install Panda antivirus software on PD laptops for Cardinal CAD project compliance
- Purchase/configure/install NetMotion software on a new PD VM server for Cardinal CAD project compliance
- Configure/setup PD Netmotion VM Server for Cardinal CAD project
- Configure/install Watchguard Threat Detection and Response (TDR) on PD laptops for Cardinal CAD project
- Configure/install Watchguard VPN software on PD laptops for Cardinal CAD project
- Configure/replace PD Watchguard Video Wireless Access Point (WAP) / Apply firmware updates to car cameras
- Obtain quote for Windows Server 2019 OS/Sql Server 2019/purchase/configure/install for PD Cardinal VM
- Rebuild PD Cardinal VM server
- Recable the PD server rack/rearrange for new firewall
- Discuss implementation of new WWW SCADA software with vendor and staff
- Discuss implementation of new Electric SCADA software with vendor and staff
- Assist Finance with new Mayor signature for payroll
- Attend Tyler Technologies Incode 9 Cloud demonstration/discuss with staff
- Attend Tyler Technologies ExecuTime (time management) demonstration/discuss with staff
- Contact Incode regarding OS upgrade on host server
- Quote for replacement meter reader switch/purchase/install/add to inventory
- Configure WG firewall cluster w/ high availability
- Schedule IT Building window replacement
- Push out weekly Covid-19 updates on website/social media
- Research options/Quote for replacement Meter Reader handhelds/budget FY 21-22
- Research Incode Upgrade Options/Quote for Incode SQL v9/Budget FY 21-22
- Setup AT&T fiber account support portal
- Configure/install (1) WAP's (wireless access points) at Animal Shelter (*FY 20-21*)

Daily/Weekly/Monthly Tasks:

- Send out employee cyber training phishing tests
- OS updates on all NAS devices
- OS updates to firewalls/WAPs
- Install Windows updates on City/PD servers & workstations
- Content updates to LEDC Website/Facebook/Twitter
- Content updates to the City Website/Facebook/Twitter
- Setup recurring dlvr.it posts
- Reply to website/social media submissions/requests
- Perform routine maintenance on hardware and software
- Backup all workstations/servers/NAS storage devices

- Update virus / spyware definitions and apply security patches to computers/servers
- Order toner needed in each department
- Prepare reports for and attend directors meeting and City Council meeting
- IT monthly report
- LEDC website analytics monthly report
- Continued education of network security threats
- Continued research of applications/software for departments
- Documentation for all software/hardware configurations
- Setup Council Live Stream meetings
- Create cyber security phishing campaigns/deploy to employees

Future Projects & Goals:

- Complete State required Cyber Security Employee Training (*annual*)
- Upgrades to Microsoft Office licenses (*FY-20-21*)
- IT Building Server Room Wall with locking door (*FY 20-21*)
- Replace (7) IT Building windows (*FY 20-21*)
- Adopt future amendments to IT Computer Policy (*FY 21-22*)
- Configure/install wireless access point (WAP) at Animal Shelter (*FY 20-21*)
- Replace Library Useful server/hardware/software (*FY 20-21*)
- Installation of security cameras at Old City Hall (*FY 20-21*)
- Free re-design of City & EDC websites (*FY 21-22*)
- Microsoft Office Exchange Email Archive Integration (*FY 21-22*)
- Point to Point wireless Internet solution for locations not on fiber (*FY 21-22*)
- Migrate Incode software to cloud/SQL solution (*FY 21-22*)
- City fiber network added to mapping layers (*uncertain*)
- Research/implement timesheet/time off request software (*uncertain*)

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City of Lampasas

M E M O

To: Mayor and City Council
From: Finley deGraffenried
Re: Manager's Report
Date: 21 May 2021

Court of Appeals The Texas 8th Court of Appeals heard oral arguments on Thursday from counsel representing Central Texas Water Supply Corporation ("CTWSC"), Kempner Water Supply Corporation ("KWSC"), and the City of Lampasas, Intervenor, related to the contract dispute between CTWSC and KWSC. The three panel Court did stop CTWSC counsel a number of times to ask clarifying questions related to the CTWSC position, most of which accentuated contradictions in their position and contract language. The KWSC and City attorneys kept a very consistent message: the contract is unambiguous; *all* customers means *all* customers when calculating the share of O&M expenses; and that in order to accept CTWSC position, the contract would require different language that was not supported by precedent. At one point Justice Palafox stated to the CTWSC counsel that *the Court is bound by precedent, what allows the Court to change the words or interpretation of the contract from the plain language?* Our side cited no less than 10 cases, one of which was decided by the 8th Court less than a month ago, and CTWSC provided no case precedent supporting their position. Staff was very pleased in our representation and the Court's reaction to the CTWSC arguments.

Campbell Park Staff received the geo-tech report from Langerman, Foster Engineers on May 18th and forwarded the same to the selected contractors for the pavilion and skate park projects. Contractors were notified to incorporate the findings and recommendations of the geo-tech into their foundation design and costs. Staff has also included stakeholder representatives in the notification and communicated the need to have a combined stakeholder/contractor meeting within the next 2 weeks. Per the Design/Build procurement statutes, contractors will present a final contract to Council for consideration prior to initiation of the projects.

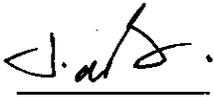
Job Fair Mandy reports the LEDC will be hosting a job fair at the Lampasas County Higher Education Center ("LCHEC") on June 10th. Unfortunately, the fair was not conducted in 2020 due to Covid restrictions, but was an annual event for the prior 5 years. Workforce continues to be an issue with most Texas communities, and the LEDC has taken the proactive step to pair employers with prospects for this event.

Rugged Sweep The incoming Mayor provided a link up to the 36th Engineering Brigade at Fort Hood, for a community service program their unit is rolling out. The program combines physical training with trash collection and will bring approximately 45 soldiers to town on June 3rd. Teams of two will take up to four different routes to run and collect trash over an approximately 4-mile route. If you would like to come out and support, you'll need to get up early. The run starts at 6:30 a.m.

LEDC On May 19th the Lampasas Economic Development Corporation ("LEDC") approved the acceptance of the terms of the loan for phase 1 road and infrastructure development at the Business Park. As previously reported, the LEDC has been exploring, and has engineered, installation of infrastructure over the past 18 months, including leveraging prospects and job creation for EDA funding. Initially, the loan would have required some shared cost from the City, however; based on current terms, and LEDC financial performance, the LEDC should be able to support the service and provide funds for any deficiency between proceeds and construction costs.

Storm Impacts Rain and strong winds this past week caused generally minor damage to City facilities. Council will likely notice the removal of the tree on the northwest corner of the Calvert Building that was split perhaps by a combination of wind and lightening. A large oak also fell at WM Brook Park this morning that did some damage to a wall at the amphitheater. The Golf Course experienced the loss of one tree and the general disruption of downed limbs.

Staff Anniverseries Staff is pleased to recognize the following staff who began their City of Lampasas careers in May: Antonio Suarez-Barrio, 19 years; Josh Straley, 14 years; Marcial Chapa, 11 years; Warren Spivey Jr., 9 years; Andrew McCatherine, 7 years; Colton Baker, 6 years; Patricia Eicher, 5 years; Francisco Palacios, 4 years; Ester Ramirez, 3 years; Danicka Keeling, 3 years; Jonathan Guerra, 3 years; Thomas Kepler, 3 years; Marisa Smith, 2 years; and Rodney Kepler, 2 years.


City Manager

ITEM NO. 7.1

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

Subject:

Discussion and possible action regarding the first reading of an Ordinance amending City of Lampasas Code of Ordinances, Chapter 70- Subdivision; Section 70-6 Guarantee of Performance.

Requested By: Randy Clark, Council Member

Submitted By: Finley deGraffenried, City Manager

Date Submitted: May 20, 2021

For the Agenda of: May 24, 2021

Procurement and Funding Statement:

N/A

Attachments:

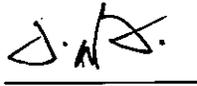
Summary Statement:

Staff was asked to investigate alternatives that could be considered acceptable and approved administratively. Currently, Council consideration is required for any guarantee other than Performance Bonding with specified ratings. Staff has prepared an amendment to the Subdivision Regulations for Council consideration. Staff has discussed the matter with the City Attorney and has consulted peers and financial institutes.

Recommendation:

To consider a motion to approve the first reading of an Ordinance amending City of Lampasas Code of Ordinances, Chapter 70- Subdivision; Section 70-6 Guarantee of Performance.

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City Manager

ITEM NO. 7.2

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

Subject:

Discussion and consideration of a Resolution granting a petition for voluntary annexation of Hillside Acres.

Requested By: Becky Sims, City Secretary

Submitted By: Becky Sims, City Secretary

Date Submitted: May 20, 2021

For the Agenda of: May 24, 2021

Procurement and Funding Statement:

Attachments: Petition for Voluntary Annexation

Summary Statement:

MD Homes filed the petition for Voluntary Annexation with the executed Hillside Acres Subdivision Development Agreement on May 7, 2021. The subdivision is 36.76 acres of land and will consist of approximately 27 single family homes each residing on a little more than one acre each. Phase 1 infrastructure has been completed, the developer will begin construction on two homes within the next 90 days and will have completed thirteen (13) homes within five (5) years of the execution date of the development agreement. At this time, we are asking Council to grant the petition to allow staff to schedule the public hearing to start the annexation process.

Recommendation:

To consider a motion to approve the Resolution granting a petition for voluntary annexation of Hillside Acres.

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAMPASAS, TEXAS,
GRANTING A PETITION FOR VOLUNTARY ANNEXATION OF APPROXIMATELY
36.76 ACRES OF LAND OWNED BY MD HOMES; ACCEPTING THE PROPOSED
SERVICE PLAN FOR SAME; AND DIRECTING PUBLICATION AND PUBLIC
HEARINGS FOR PROPOSED ANNEXATION.**

WHEREAS, all of the owners of the hereinafter described area of land have requested the governing body of the City of Lampasas, pursuant to Local Government Code Section 43.028, by written petition, properly acknowledged, to annex said area of land into the City of Lampasas, to-wit:

Being 36.76-acre tract of land comprised of Lots 1,2,3 and 4, Hillside Subdivision, in the ETJ of the City of Lampasas, Lampasas County, Texas.

WHEREAS, the said area of land is less than one-half mile in width, is contiguous to the existing City limits of the City of Lampasas, and is vacant or has fewer than three qualified voters residing on it.

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

That the said Petition, being proper and according to law, and accepting the proposed service plan for the property to be annexed, the Petition shall be, and it is hereby, granted; and, further, the City Secretary is directed to commence the publication of notices of public hearing to be held on June 14, 2021 before the City Council on the subject of the proposed annexation of the said area into the City of Lampasas; and further, to place upon the City Council Agenda for June 28, 2021 the consideration of the passage of an ordinance annexing said area into the City of Lampasas.

PASSED AND APPROVED this the 24th day of May, 2021

TJ Monroe, Mayor

ATTEST:

Becky Sims, City Secretary

RESOLUTION NO. _____

EXHIBIT A

**LEGAL DESCRIPTION OF ±36.76 ACRES TRACT of LAND
COMPRISED OF LOTS 1,2,3 AND 4, HILLSIDE SUBDIVISION, IN THE
ETJ OF THE CITY OF LAMPASAS, LAMPASAS COUNTY, TEXAS.**

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City Manager

ITEM NO. 7.3

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

Subject:

Discussion and consideration for approval for the Lampasas Police Department to purchase a Vista-Com recording solution.

Requested By: Sammy Bailey, Police Chief

Submitted by: Sammy Bailey, Police Chief

Date Submitted: May 19, 2021

For the agenda of: May 24, 2021

Procurement and Funding Statement:

\$8665.00 Vista Com recording solution quote.
FY 2020-2021 budget with possible reimbursement by the Central Texas Council of Governments (CTCOG).

Attachments:

(1.) 5 page Vista Com-Recording Solution quote for hardware, software, and services.

Summary Statement:

The recording system for the Lampasas Police Department's 911, phone lines and the Police and Fire Department primary radio channels has intermittent recording problems. The recorder was provided by CTCOG for the Public Safety Answering Point (PSAP) with connection to the old radio and phone system. During the new radio installation we found that the current recording system is double recording taking up valuable radio channel resources. This solution will solve the intermittent recording problems and also open up two radio channels that can be used for public safety communications.

Recommendation:

Chief of Police Sammy Bailey seeks a motion to approve the purchase of the Visa-Com recording solution (\$8665.00) and wiring cost (approximately \$200.00) for an estimated total project cost not to exceed \$8865.00.



Houston, TX

9824 Whithorn Drive

Houston, Texas 77095

P: (800) 708-6423

www.vistacomtx.com

Remit, Sales and Support

Oklahoma City, OK

4200 Perimeter Center Drive, Suite 140

Oklahoma City, OK 73112

P: (800) 708-6423

www.vistacomtx.com

Sales and Support

We have prepared a quote for you

Lampasas PD - Eventide IP Licenses

Quote # HOU004114

Version 1

Lampasas Police Department

166



Oklahoma City, OK
4200 Perimeter Center Drive, Suite 140
Oklahoma City, OK 73112
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Houston, TX
9824 Whithorn Drive
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P: (800) 708-6423
www.vistacomtx.com

Sales and Support

Remit, Sales and Support

Friday, May 14, 2021

Lampasas Police Department
Kelli Sanguinet
301 E. 4th Street
Lampasas, TX 76550
ksanguinet@cityoflampasas.com

Dear Kelli,

Thank you for allowing Vista Com to prepare a quotation for you recording solution. Vista Com has over a 25 year history of providing public safety recording solutions throughout the region. We partner with the best OEM's in the industry to delivery the latest technology to you and we back the solution with local support and factory engineering.

Within this quotation you will find three key areas that describe the solution.

- Hardware - this is the physical components to be installed at your site.
- Software - each solution requires software that is licensed to you for your recorder.
- Services - items that are one time charges and represent labor and support for your solution.

The link details all areas of your quotation that we have designed for you. This quotation is based upon given facts and knowledge of your requirements passed to us by you and your organization. As such if we determine that the environment is different than what we have designed we will promptly edit the proposal for your presentation.

Important Note - the point at which the recorder equipment connects to the customer equipment is referred to as the demarcation point. The customer and/or its vendors are responsible for any required connections to this demarcation point such as cabling, equipment programming, or equipment relocation.

If you approve of this quotation please indicate so within the link. By accepting this quotation you represent your authorization of your entity and legally bind your agency to the terms of this sales contract.

Kind Regards,

Robin Clevenger

Robin Clevenger
Regional Sales Manager
Vista Com



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Houston, TX
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P: (800) 708-6423
www.vistacomtx.com

Sales and Support

Remit, Sales and Support

Disclosures

All order cancellations are subject to a 35% restocking charge once order has been placed. Your solution is custom built for your environment. Vista Com will make every attempt to modify changes once purchase has been placed however the customer is ultimately responsible for any financial implications for order changes after the order is placed.

Solution Design - we make every attempt to ensure the attached quote is exact and matches your requirements. Please pay special attention to our description of goods and services to ensure it matches your requests. If Vista Com inspects your site location and determines that our solution does not match your communicated requirement, we will promptly revise this quote.

Customer Demarcations - The point at which the recording equipment is connected to the customer equipment is termed "demarcation point". The demarcation point can be a physical cable connection to a demarcation block or it can be a network cable connected to a customer network switch. Due to vendor and customer liabilities it is accepted that Vista Com is responsible for cabling and recorder connection from the demarcation point and the customer is responsible for all cabling, configuration, and coordination for recorded devices to the demarcation block.

Install Guide - Vista Com requires information about your network and user environment before installation of the recording solution. This information includes necessary information proprietary to the customer such as network addresses, user names/passwords, channel assignments and user rights. It is understood that the customer will answer this proprietary information to Vista Com prior to installation in order for the services to be conducted quickly and efficiently.

By acceptance of this offer you accept the disclosures above as part of this agreement.

Lampasas PD - Eventide IP Licenses



Robin Clevenger

Prepared by:

Vista Com
 Robin Clevenger
 281-516-9800 ext 201
 Fax (281) 518-7056
 robin@vistacomtx.com

Prepared for:

Lampasas Police Department
 301 E. 4th Street
 Lampasas, TX 76550
 Kelli Sanguinet
 ksanguinet@cityoflampasas.com
 (512) 556-3644

Quote Information:

Quote #: HOU004114
 Version: 1
 Delivery Date: 05/14/2021
 Expiration Date: 08/31/2021

Part Number	Hardware	Qty	List Price (Each)	List Price (Extended)	Discounted Price (Each)	Discounted Price (Extended)
Lampasas is needing to add 8 IP licenses to existing Eventide recorder to record Avtec radios. The proposal reflects HGAC RP07-20.						
NexLog 740 Channel Bundle	NexLog 740 Channel Bundle, Activation Licensing	1	\$3,850.00	\$3,850.00	\$3,176.00	\$3,176.00
	Internal IP Recorder w/ 8 G.711 Channel Licenses Internal IP Recorder w/ 8 G.711 Channel Licenses	1				

Part Number	Software	Qty	List Price (Each)	List Price (Extended)	Discounted Price (Each)	Discounted Price (Extended)
NexLog 740 Software Bundle	NexLog 740 Software Bundle Eventide User Software Bundle and Licensing	1	\$3,495.00	\$3,495.00	\$2,927.00	\$2,927.00
	Avtec Radio Integration Metadata Integration for Dispatch, RoIP, Other. Custom scripting for data tagging to calls.	1				

Part Number	Services	Qty	List Price (Each)	List Price (Extended)	Discounted Price (Each)	Discounted Price (Extended)
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Oklahoma City, OK
 4200 Perimeter Center Drive, Suite 140
 Oklahoma City, OK 73112
 P: (800) 708-6423
 www.vistacomtx.com

Houston, TX
 9824 Whithorn Drive
 Houston, Texas 77095
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Prof Serv Install Bundle	Prof Service Installations Bundle Recorder Solutions Installation Services Includes Site Installation Guides, Project Management, Pre-Configuration, Onsite Installation, System Integrations, and De-trash	1	\$2,121.00	\$2,121.00	\$2,121.00	\$2,121.00
Prof Support Bundle	Support Product and Configuration Bundle Support For Recording Solution During Period of OEM Materials Warranty. Includes Software Support, Configuration Support, Time and Materials, and all On-Site Maintenance	1	\$441.00	\$441.00	\$441.00	\$441.00
					\$2,562.00	\$2,562.00

Quote Summary		Amount
Hardware		\$3,176.00
Software		\$2,927.00
Services		\$2,562.00
Total		\$8,665.00

Payment Terms	No. of Payments		Amount
Net 30	1	None	\$8,665.00

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

Signature _____

Date _____


City Manager

ITEM NO. 7.4

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

Subject:

Discussion and possible action regarding proposed feasibility assessment from Reliance Architecture, LLC to preserve the New Hope Baptist Church in an amount not to exceed \$9,800.00

Requested By: Finley deGraffenried, City Manager

Submitted By: Finley deGraffenried, City Manager

Date Submitted: May 20, 2021

For the Agenda of: May 24, 2021

Procurement and Funding Statement:

Attachments: Reliance Architecture LLC, Proposal

Summary Statement:

In March, Reverend Majors reached out to the City regarding New Hope Baptist Church. The congregation is not able to maintain the building any longer; however, would like for it to be preserved. The City has taken an interest in the preservation and the history of the building and feel it would be a nice addition to the Colored School that the City is rehabilitating. The City, with Council consideration would like to engage the services of Reliance Architecture, LLC to perform a feasibility assessment that will include Architectural Services, Historic Preservation, MEP Services and Structural Services. The Capital Improvement Program Committee had the opportunity to tour the New Hope Baptist Church at the April 22, 2021 meeting and are in favor of this opportunity for the City. Reliance Architecture, LLC is currently doing the assessment for the Hostess House and was the architect of record for the Water Wastewater Building & Lab.

Recommendation:

To consider a motion to engage the services of Reliance Architecture, LLC for the proposed feasibility assessment to preserve the New Hope Baptist Church in an amount not to exceed \$9,800.00



Value. Partnership. Management. Convenience.

May 10, 2021

Mr. Finley deGraffenried, City Manager
City of Lampasas
312 East Third St.
Lampasas, Texas 76550

Dear Finley,

Reliance Architecture is pleased to submit our services and fee proposal to look at the feasibility of preserving New Hope Baptist Church for City of Lampasas.

SCOPE OF SERVICES

Part One: Feasibility Assessment:

Work with the City of Lampasas to:

- Investigate historic architectural and make recommendations;
- Investigate Structural integrity
- Investigate Mechanical, Electrical and Plumbing;
- Determine feasibility to restore church and provide budgets

Part Two: Architectural Services

Architectural services per approved phases with consultants as required, per standard AIA contract B101-2017, *Standard Agreement between Owner and Architect*, including design, production of construction documents, bidding services and construction phase services.

FEE PROPOSAL

Part One: Feasibility Study

We propose providing the Part One: Feasibility and Preservation Services, as described above, for a flat fee of **\$9,800**.

• Architectural Services	\$3,000.00
• Historic Preservation	\$1,800.00
• MEP Services	\$2,500.00
• Structural Services	\$2,500.00

Part Two: Architectural Services based on Part One Services

We shall provide a Stipulated Sum for Part Two. The Stipulated Sum shall be based on required professional services to perform the work for the approved Concept from Phase One.

Compensation for Reimbursable Expenses (Part One and Two)

- Mileage at current IRS rate
- Printing, reproductions, plots, and standard form documents, as requested by the Owner
- Photo-realistic renderings or other marketing type materials, as requested by the Owner

 Reliance Architecture, LLC
1306 Barrington Dr.
Austin, TX 78753

 (512) 758-7660

 info@reliancearchitecture.com

 reliancearchitecture.com

CLARIFICATIONS

It is recognized that neither the Architect nor the Owner has control over the cost of labor, materials, or equipment; the Contractor's methods of determining bid prices; or competitive bidding, market or negotiating conditions. Accordingly, the Architect cannot and does not warrant or represent that bids or negotiated prices will not vary from the Owner's budget for the Cost of the Work, or from any estimate of the Cost of the Work, or evaluation, prepared or agreed to by the Architect.

In preparing estimates of the Cost of Work, the Architect shall be permitted to include contingencies for design, bidding, and price escalation; to determine what materials, equipment, component systems, and types of construction are to be included in the Contract Documents. The Architect's estimate of the Cost of Work shall be based on current area, volume or similar conceptual estimating techniques.

Reliance Architecture requests:

- As-built or record documents of existing facilities including building plans and site plans;
- Site surveys and geotechnical reports for all district properties, where available;
- Harmful Materials (asbestos and lead) report for facilities;
- All items requested are preferred in digital format, where possible.

This proposal does not include:

- Site surveys;
- Measured or "As-Built" drawings;
- Soil / geotechnical investigations;
- Subsurface investigations;
- Investigation of inaccessible systems and infrastructure;
- Air quality investigation;
- Environmental investigations or reports;
- Direction on dealing with hazardous materials;
- Detailed or guaranteed cost estimating;
- Photo-realistic renderings;
- Printing;
- Permitting and regulatory review fees.

Upon receipt of signed proposal, we can initiate services.

Best Regards,

Proposal Acceptance:



Antonio Naylor AIA, ALEP
Principal Architect, Texas Registered #26403
Reliance Architecture, LLC

Signature

Printed Name, Title

Date

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City Manager

ITEM NO. 7.5

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

Subject:

Discussion and possible action regarding appointment to the Hill Country Transit Advisory Board

Requested By: Finley deGraffenried, City Manager

Submitted By: Finley deGraffenried, City Manager

Date Submitted: May 21, 2021

For the Agenda of: May 24, 2021

Procurement and Funding Statement:

Attachments:

Summary Statement:

This provides Council the opportunity to appoint a member to the Hill Country Transit Advisory Board

Recommendation:

To consider a motion to appoint Mayor TJ Monroe to the Hill Country Transit Advisory Board.

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