

**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, July 26, 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, July 26, 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 Special Session
- II. Adjourn into Executive Session

EXECUTIVE SESSION

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

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 System Availability Water Contract and/or other matters posted on the regular agenda.

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

SPECIAL SESSION

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

WORKSHOP SESSION

- 1. Call to order Workshop Session
- 2. Discussion and updates related to COVID-19 Pandemic. *(pgs. 5-6)*
- 3. Discussion and presentation from Derrick Berrios, Lampasas County Higher Education (LCHEC) *(pgs. 7-8)*
- 4. Discussion regarding a Resolution of the City Council of the City of Lampasas approving the Resolution of the Board Members of the Lampasas Economic Development Corporation authorizing an Economic Development Project and a loan in the amount not to exceed \$1,500,000.00; a Sales Tax remittance agreement

between the City and the Corporation resolving either matters incident and related to the loan; and the Authority of the Mayor to execute, on behalf of the City, a general certificate of the City and the Sales Tax remittance agreement. (pgs.9-26)

5. Discussion and presentation of the Lampasas County Chamber of Commerce & Visitor Center FY 21/22 Budget. (pgs. 27-40)
6. Discussion regarding FY 21/22 Budget Roll-Out (pgs. 41-56)
7. Discussion regarding Council Work Session Meetings. (pgs. 57-58)
8. Discussion and presentation regarding Advisory Board Annual Renewals/Vacancies. (pgs. 59-76)
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
 - Community Champion

	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 City Council Work Session held on July 7, 2021.	77-82
2.2	Discussion and possible action concerning approval of minutes of the Regular Meeting on July 12, 2021	83-90

3.0	CONSENT AGENDA	PAGES
3.1	Discussion and possible action regarding the second reading of an Ordinance amending Chapter 10, Animal Code, Article III, “Livestock” Sections 10-145 thru Sections 10-175 of the Lampasas Code of Ordinance.	91-120

4.0	BOARDS/DEPARTMENT REPORTS	PAGES
-----	----------------------------------	--------------

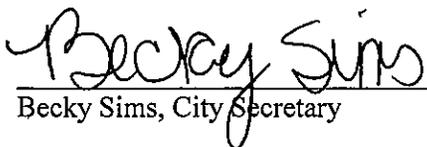
4.1	<ol style="list-style-type: none"> 1. Parks and Recreation Monthly Report-<i>(presented at the July 12th meeting)</i> 2. Information Systems Monthly Report 3. Library Monthly Report 4. Golf Course Monthly Report 5. Municipal Court Monthly Report 6. City Secretary Monthly Report 7. Utility Billing and Collections Monthly Report 8. Public Works Monthly Report for Electric, Streets, Water/Wastewater 9. Police Department Monthly Report 10. Building Official Monthly Report 11. Economic Development Monthly Report 12. Fire Department Monthly Report 	121-140
5.0	ROUTINE MATTERS	PAGES
5.1	City Manager's Operational Report	141-142
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 a Resolution of the City Council of the City of Lampasas approving the Resolution of the Board Members of the Lampasas Economic Development Corporation authorizing an Economic Development Project and a loan in the amount not to exceed \$1,500,000.00; a Sales Tax remittance agreement between the City and the Corporation resolving either matters incident and related to the loan; and the Authority of the Mayor to execute, on behalf of the City, a general certificate of the City and the Sales Tax remittance agreement.	143-144
7.2	Discussion and acceptance of the Lampasas County Chamber of Commerce & Visitor Center FY 21/22 Budget	145-146
7.3	Discussion and possible action regarding an emergency roof repair for the Lampasas Police Department.	147-148
7.4	Discussion and possible action regarding the appointment of Misti Talbert as President of the Lampasas Economic Development Board.	149-150
7.5	Discussion and possible action regarding the appointment of Sid Ball to the Lampasas Economic Board Corporation to fill vacancy left by Charlie Pratus III.	151-154

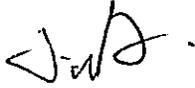
Adjourn

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 23 day of July 2021 at 1:45pm



 Becky Sims, City Secretary

THIS PAGE INTENTIONALLY LEFT BLANK


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: July 21, 2021

For the Agenda of: July 26, 2021

Procurement and Funding Statement:

Attachments:

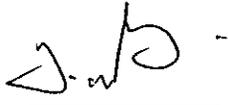
Summary Statement:

This item is placed on the Workshop Agenda to provide updates and discussion regarding reporting for COVID-19.

Recommendation:

Discussion, updates and direction from Council

THIS PAGE INTENTIONALLY LEFT BLANK


City Manager

ITEM NO. WORKSHOP-3

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

Subject:

Discussion and presentation from Derrick Berrios, Lampasas County Higher Education Center (LCHEC)

Requested By: Derrick Berrios, LCHEC

Submitted By: Becky Sims, City Secretary

Date Submitted: July 21, 2021

For the Agenda of: July 26, 2021

Procurement and Funding Statement:

Attachments:

Summary Statement:

Derrick Berrios will be present to provide updates to programs and funding for FY21/22

Recommendation:

Discussion Only

THIS PAGE INTENTIONALLY LEFT BLANK



City Manager

ITEM NO. WORKSHOP-4

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

Subject:

Discussion regarding a Resolution of the City Council of the City of Lampasas approving the Resolution of the Board Members of the Lampasas Economic Development Corporation authorizing an Economic Development Project and a loan in the amount not to exceed \$1,500,000.00; a Sales Tax remittance agreement between the City and the Corporation resolving either matters incident and related to the loan; and the Authority of the Mayor to execute, on behalf of the City, a general certificate of the City and the Sales Tax remittance agreement.

Requested By: Mandy Walsh, Economic Development Director

Submitted By: Mandy Walsh, Economic Development Director

Date Submitted: July 20, 2021

For the Agenda of: July 26, 2021

Procurement and Funding Statement:

Attachments: Resolution

Summary Statement:

The Lampasas Economic Development Corporation is seeking approval authorizing the Lampasas Business Park Phase 1 Infrastructure Utility Extension. Per Local Government Code 505.156 Projects Related to Business Enterprise in Certain Municipalities require the governing body to authorize LEDC Projects via Resolution. This project is a fully funded project by the LEDC. This project includes water, sewer, roadway, curb and gutter, and drainage utilities to approximately 35 acres located in the North portion of the Park. A notice of Public Hearing was published in the newspaper on June 22, 2021, EDC conducted the Public Hearing on July 21, 2021 in which no citizens were present to discuss the Business Park Phase I Infrastructure Utility Extension. There is an action item on the Regular agenda for Council consideration to approve the first reading of the Resolution, the second reading will take place at the August 23, 2021 Council Meeting which meets the 60-day statutory requirements.

Recommendation:

Discussion only.

CERTIFICATE FOR RESOLUTION

**STATE OF TEXAS
COUNTY OF LAMPASAS**

We, the undersigned officers and members of the City Council of the City of Lampasas, Texas (the "City"), hereby certify as follows:

1. The City Council of the City of Lampasas, Texas, convened in regular session on the 23rd day of August, 2021, at the Calvert Municipal Building City Council Chambers, and the roll was called of the duly constituted officers and members of the City and all of said persons were present except: _____, thus constituting a quorum. Whereupon, among other business, the following was transacted at said meeting: a written

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAMPASAS, TEXAS ("CITY"), APPROVING (I) THE RESOLUTION OF THE BOARD MEMBERS OF LAMPASAS ECONOMIC DEVELOPMENT CORPORATION ("CORPORATION") AUTHORIZING AN ECONOMIC DEVELOPMENT PROJECT AND A LOAN IN THE AMOUNT NOT TO EXCEED 1,500,000; (II) A SALES TAX REMITTANCE AGREEMENT BETWEEN THE CITY AND THE CORPORATION (III) RESOLVING OTHER MATTERS INCIDENT AND RELATED TO THE LOAN; AND (IV) THE AUTHORITY OF THE MAYOR TO EXECUTE, ON BEHALF OF THE CITY, A GENERAL CERTIFICATE OF THE CITY AND THE SALES TAX REMITTANCE AGREEMENT.

was duly introduced for the consideration of the City Council and read in full. It was then duly moved and seconded that said Resolution be adopted; and, after due discussion, said motion, carrying with it the adoption of the Resolution, prevailed and carried by the following vote:

AYES: _____

NOES: _____

2. A true, full and correct copy of the aforesaid Resolution passed at the meeting described in the above and foregoing paragraph is attached to and follows this certificate; that the Resolution has been duly recorded in the official minutes of said meeting; that the above and foregoing paragraph is a true, full and correct excerpt from the official minutes of said meeting pertaining to the adoption of the Resolution; that each of the City Council members was duly and sufficiently notified officially and personally, in advance, of the date, hour, place and purpose of the aforesaid meeting, and that the Resolution would be introduced and considered for passage at said meeting, that said meeting was open to the public as required by law; and that public notice of the date, hour, place and subject of said meeting was given as required by Chapter 551 of the *Texas Government Code*, as amended.

3. The Mayor of the City has approved and hereby approves the Resolution; that the Mayor and the City Secretary of the City have duly signed the Resolution; and that the Mayor and the City Secretary of the City hereby declare that their signing of this Certificate shall constitute the signing of the attached and following copy of the Resolution for all purposes.

SIGNED AND SEALED as of the ____ day of _____, 2021.

Becky Sims, City Secretary

T.J. Monroe, Mayor

(SEAL)

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAMPASAS, TEXAS (“CITY”), APPROVING (I) THE RESOLUTION OF THE BOARD MEMBERS OF LAMPASAS ECONOMIC DEVELOPMENT CORPORATION (“CORPORATION”) AUTHORIZING AN ECONOMIC DEVELOPMENT PROJECT AND A LOAN IN THE AMOUNT NOT TO EXCEED 1,500,000; (II) A SALES TAX REMITTANCE AGREEMENT BETWEEN THE CITY AND THE CORPORATION (III) RESOLVING OTHER MATTERS INCIDENT AND RELATED TO THE LOAN; AND (IV) THE AUTHORITY OF THE MAYOR TO EXECUTE, ON BEHALF OF THE CITY, A GENERAL CERTIFICATE OF THE CITY AND THE SALES TAX REMITTANCE AGREEMENT.

WHEREAS, the Lampasas Economic Development Corporation (the “Corporation”) has been duly created and organized pursuant to the provisions of Chapter 505, Local Government Code, as amended (formerly Section 4B of the Development Corporation Act of 1979, Article 5190.6, Texas Revised Civil Statutes Annotated, as amended) (the “Act”) by the City of Lampasas, Texas (the “City”).

WHEREAS, pursuant to the Act, the Corporation is empowered to expend Corporation funds to pay the cost of any “project” defined as such by the Act and to borrow money for the purpose of financing such project;

WHEREAS, the Board Members of the Corporation have found and determined the construction of public infrastructure, including without limitation, development of public streets, utilities, stormwater collection and detention facilities and telecommunication facilities in the Lampasas Economic Development Corporation Business Park (the “Project”) will promote new or expanded business enterprises in the City and that loan proceeds may be used for such purposes pursuant to that certain Loan Agreement (as amended, restated, supplemented and/or otherwise modified, the “Loan Agreement”) in the original principal amount not to exceed \$1,500,000 (the “Loan”) between the Corporation and BancorpSouth Bank (the “Lender”);

WHEREAS, the Corporation proposes to enter into a Sales Tax Remittance Agreement, dated as of the date of the Loan Agreement, (as amended, restated, supplemented and/or otherwise modified, the “Sales Tax Remittance Agreement”) with the City pursuant to which, among other things, the Corporation will pledge its sales tax revenues to the Lender to secure repayment of the Loan; and

WHEREAS, the Act requires the City Council of the City approve the resolution of the Corporation, after two (2) readings, providing for the undertaking of the Project and execution and delivery of the Loan Agreement.

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

Section 1. The Project is hereby approved.

Section 2. The Resolution approving the Project, Loan Agreement and authorizing the issuance of the Note (as defined in the Loan Agreement) adopted by the Corporation (the “Corporation Resolution”) on July 21, 2021, and submitted to the City Council this day, is hereby approved in all respects. The Notes are being issued for the purposes set forth in the Recitals.

Section 3. The approvals herein given are in accordance with the Act, and the Notes shall never be construed an indebtedness or pledge of the City, or the State of Texas (the "State"), within the meaning of any constitutional or statutory provision, and the owner of the Note shall never be paid in whole or in part out of any funds raised or to be raised by taxation (other than sales tax proceeds as authorized pursuant to Chapter 505 of the Act) or any other revenues of the Corporation, the City, or the State, except those revenues assigned and pledged by the Loan Agreement and the Sales Tax Remittance Agreement.

Section 4. The City hereby agrees to promptly collect and remit to the Corporation the Economic Development Sales and Use Tax (defined in the Loan Agreement) to provide for the prompt payment of the Note, and to assist and cooperate with the Corporation in the enforcement and collection of sales and use taxes imposed on behalf of the Corporation.

Section 5. The Sales Tax Remittance Agreement with respect to the obligations of the City and Corporation during the time the Note is outstanding, is hereby approved. Furthermore, the Mayor and the City Secretary and the other officers of the City are hereby authorized, jointly and severally, to execute and deliver such endorsements, instruments, certificates, documents, or papers necessary and advisable to carry out the intent and purposes of this Resolution.

Section 6. It is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Resolution, was given, all as required by V.T.C.A. Government Code, Chapter 551, as amended.

Section 7. As required under Section 505.158 of the Act, the resolution of the Corporation was approved after two (2) readings which took place on the following dates:

July 26, 2021

August 23, 2021

Section 8. This Resolution shall be in force and effect from and after its passage on the date shown below.

[REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK]

PASSED AND ADOPTED, this _____, 2021.

CITY OF LAMPASAS, TEXAS

TJ Monroe, Mayor

ATTEST:

Becky Sims, City Secretary

Engineer's Opinion of Probable Construction Cost
Business Park Improvements - Phase 1 - 95%
Lampasas Economic Development Corporation/City of Lampasas

Prepared By: Eckermann Engineering, Inc.

TBPE Firm # F-10496

July 2, 2020

Roadway and Drainage					
Item No.	Description	Unit	Quantity	Unit Price	Cost
1	Prepare ROW	STA	30	\$2,000	\$60,000
2	Roadway Excavation	CY	16100	\$8	\$128,800
3	Roadway Embankment	CY	15000	\$8	\$120,000
4	10" Crushed Limestone Base (TXDOT Item 247, Type A or D, Grade 1-2) with Tensar TX130S Geogrid	SY	14535	\$18	\$261,630
5	3" HMAc Pavement (TXDOT Item 340, Type C or D)	SY	12231	\$15	\$183,465
6	Concrete Curb and Gutter	LF	6084	\$22	\$133,848
7	Concrete Valley Gutter	SY	166	\$50	\$8,300
8	15" RCP Storm Drain Pipe	LF	23	\$100	\$2,300
9	18" RCP Storm Drain Pipe	LF	471	\$120	\$56,520
10	24" RCP Storm Drain Pipe	LF	251	\$130	\$32,630
11	30" RCP Storm Drain Pipe	LF	425	\$160	\$68,000
12	36" RCP Storm Drain Pipe	LF	153	\$200	\$30,600
13	10' Curb Inlet	EA	4	\$5,000	\$20,000
14	15' Curb Inlet	EA	10	\$7,000	\$70,000
15	4' x 4' Junction Box	EA	3	\$3,000	\$9,000
16	30" Safety End Treatment (TXDOT Type SETP-CD)	EA	1	\$3,500	\$3,500
17	36" Safety End Treatment (TXDOT Type SETP-CD)	EA	1	\$4,000	\$4,000
18	6' x 6' Area Inlet	EA	1	\$7,500	\$7,500
19	4' X 3' Concrete Box Culvert	LF	51	\$250	\$12,750
20	4' x 3' Headwall (TXDOT FW-0)	EA	1	\$6,000	\$6,000
21	8' x 5' Concrete Box Culvert	LF	148	\$500	\$74,000
22	8' x 5' Headwall (TXDOT Type PW-1) (Double)	EA	2	\$15,000	\$30,000
23	Pavement Markings (Striping)	LF	719	\$2	\$1,438
24	Pavement Markings (Symbol)	EA	2	\$300	\$600
25	Signage	EA	9	\$300	\$2,700
26	Street End Barricade	EA	2	\$1,000	\$2,000
27	Erosion Control and Tree Protection	LS	1	\$20,000	\$20,000
Subtotal Roadway and Drainage:					\$1,289,581
10% Contingency:					\$128,958
Total Roadway and Drainage:					\$1,418,539

Wastewater to Support Phase 1 Improvements					
Item No.	Description	Unit	Quantity	Unit Price	Cost
1	8" SDR-26 PVC Wastewater Pipe by Open Cut	LF	3351	\$55	\$184,305
2	4' Diameter Precast WW Manholes	EA	10	\$5,000	\$50,000
3	6" WW Service Lines with Cleanouts at ROW	EA	8	\$1,500	\$12,000
4	Trench Safety	LF	3923	\$2	\$7,846
				Subtotal Wastewater:	\$254,151
				10% Contingency:	\$25,415
				Total Wastewater:	\$279,566

Water to Support Phase 1 Improvements					
Item No.	Description	Unit	Quantity	Unit Price	Cost
1	8" C-900 PVC Water Pipe by Open Cut	LF	2929	\$50	\$146,450
2	12" C-900 PVC Water Pipe by Open Cut	LF	806	\$60	\$48,360
3	Fire Hydrant Assembly	EA	10	\$4,000	\$40,000
4	8" Gate Valves	EA	9	\$1,500	\$13,500
5	12" Gate Valves	EA	5	\$2,000	\$10,000
6	DI Fittings	TON	0.5	\$10,000	\$5,000
7	Trench Safety	LF	3818	\$2	\$7,636
				Subtotal Water:	\$270,946
				10% Contingency:	\$27,095
				Total Water:	\$298,041

Total: \$1,996,146

* Costs do not include fees associated with legal services, easement acquisition, engineering, or surveying.

* Cost for extension of electric facilities is to be prepared by others.

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

CITY OF LAMPASAS
 FINANCIAL STATEMENT
 AS OF: JUNE 30TH, 2021

75 -LAMPASAS ECONOMIC DEV CRP
 FINANCIAL SUMMARY

ACCT#	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
REVENUE SUMMARY							
OPERATING REVENUE							
	TAX REVENUE	310,000.00	35,509.71	303,641.04	97.95	0.00	6,358.96
	SERVICE REVENUE	0.00	0.00	100,000.00	0.00	0.00	(100,000.00)
	OTHER REVENUE	1,400.00	61.43	999.05	71.36	0.00	400.95
	TRANSFERS	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	TOTAL OPERATING REVENUE	311,400.00	35,571.14	404,640.09	129.94	0.00	(93,240.09)
BOND FUND REVENUE							
	OTHER REVENUE	435,040.00	0.00	489.99	0.11	0.00	434,550.01
	TRANSFERS	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	TOTAL BOND FUND REVENUE	<u>435,040.00</u>	<u>0.00</u>	<u>489.99</u>	<u>0.11</u>	<u>0.00</u>	<u>434,550.01</u>
	FUND TOTAL REVENUE	<u>746,440.00</u>	<u>35,571.14</u>	<u>405,130.08</u>	<u>54.27</u>	<u>0.00</u>	<u>341,309.92</u>
EXPENDITURE SUMMARY							
LEDC OPERATING FUNDS							
	SUPPLIES	500.00	50.34	190.61	38.12	0.00	309.39
	CONTRACTUAL SERVICES	38,176.00	3,318.04	22,542.03	59.05	0.00	15,633.97
	MAINTENANCE	2,300.00	0.00	2,175.52	94.59	0.00	124.48
	OTHER EXPENSES	59,300.00	20,659.38	32,748.38	55.32	57.43	26,494.19
	CAPITAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00
	CONTINGENCY AND RESERVES	0.00	0.00	0.00	0.00	0.00	0.00
	TRANSFERS	50,875.00	0.00	0.00	0.00	0.00	50,875.00
	DEBT SERVICE	<u>154,808.00</u>	<u>0.00</u>	<u>77,403.64</u>	<u>50.00</u>	<u>0.00</u>	<u>77,404.36</u>
	TOTAL LEDC OPERATING FUNDS	305,959.00	24,027.76	135,060.18	44.16	57.43	170,841.39
LAMPASAS EDC BOND FUNDS							
	CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
	CAPITAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00
	CONTINGENCY AND RESERVES	<u>435,040.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>435,040.00</u>
	TOTAL LAMPASAS EDC BOND FUNDS	<u>435,040.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>435,040.00</u>
	FUND TOTAL EXPENDITURES	<u>740,999.00</u>	<u>24,027.76</u>	<u>135,060.18</u>	<u>18.23</u>	<u>57.43</u>	<u>605,881.39</u>
	TOTAL PROFIT / (LOSS)	5,441.00	11,543.38	270,069.90	962.55	(57.43)	(264,571.47)

CITY OF LAMPASAS
FINANCIAL STATEMENT
AS OF: JUNE 30TH, 2021

75 -LAMPASAS ECONOMIC DEV CRP
FINANCIAL SUMMARY

ACCT#	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
		=====	=====	=====	=====	=====	=====

CITY OF LAMPASAS
 FINANCIAL STATEMENT
 AS OF: JUNE 30TH, 2021

75 -LAMPASAS ECONOMIC DEV CRP
 REVENUES

ACCT#	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
OPERATING REVENUE							
TAX REVENUE							
400-4017	SALES TAX	310,000.00	35,509.71	303,641.04	97.95	0.00	6,358.96
	TOTAL TAX REVENUE	310,000.00	35,509.71	303,641.04	97.95	0.00	6,358.96
SERVICE REVENUE							
400-4330	LEASE REVENUE	0.00	0.00	0.00	0.00	0.00	0.00
400-4330.01	LEASE REVENUE (QUONSET HUT)	0.00	0.00	0.00	0.00	0.00	0.00
400-4335	WEBSITE REVENUES	0.00	0.00	0.00	0.00	0.00	0.00
400-4383	DONATIONS	0.00	0.00	100,000.00	0.00	0.00	(100,000.00)
	TOTAL SERVICE REVENUE	0.00	0.00	100,000.00	0.00	0.00	(100,000.00)
OTHER REVENUE							
400-4710	BONDS	0.00	0.00	0.00	0.00	0.00	0.00
400-4820	INTEREST & DIVIDENDS	1,400.00	61.43	999.05	71.36	0.00	400.95
400-4821	INTEREST NOTE BACHMAYER	0.00	0.00	0.00	0.00	0.00	0.00
400-4822	INTEREST NOTE - HVM PECAN CR	0.00	0.00	0.00	0.00	0.00	0.00
400-4830	SALE OF FIXED ASSETS	0.00	0.00	0.00	0.00	0.00	0.00
400-4897	DESIGNATED RE/DONATIONS	0.00	0.00	0.00	0.00	0.00	0.00
400-4898	UNDESIGNATED RETAINED EARNIN	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL OTHER REVENUE	1,400.00	61.43	999.05	71.36	0.00	400.95
TRANSFERS							
400-4910	TRANSFER FROM GENERAL FUND	0.00	0.00	0.00	0.00	0.00	0.00
400-4999	MISCELLANEOUS REVENUES	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL OPERATING REVENUE	311,400.00	35,571.14	404,640.09	129.94	0.00	(93,240.09)
BOND FUND REVENUE							
OTHER REVENUE							
410-4520	LOAN PROCEEDS	0.00	0.00	0.00	0.00	0.00	0.00
410-4710	BOND FUNDS	0.00	0.00	0.00	0.00	0.00	0.00
410-4820	INTEREST EARNED	3,000.00	0.00	489.99	16.33	0.00	2,510.01
410-4898	DESIGNATED RE/BOND FUNDS	432,040.00	0.00	0.00	0.00	0.00	432,040.00
	TOTAL OTHER REVENUE	435,040.00	0.00	489.99	0.11	0.00	434,550.01
TRANSFERS							
410-4999	MISCELLANEOUS REVENUE	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL BOND FUND REVENUE	435,040.00	0.00	489.99	0.11	0.00	434,550.01

CITY OF LAMPASAS
FINANCIAL STATEMENT
AS OF: JUNE 30TH, 2021

75 -LAMPASAS ECONOMIC DEV CRP
REVENUES

ACCT#	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
***	FUND TOTAL REVENUE ***	746,440.00	35,571.14	405,130.08	54.27	0.00	341,309.92

CITY OF LAMPASAS
FINANCIAL STATEMENT
AS OF: JUNE 30TH, 2021

75 -LAMPASAS ECONOMIC DEV CRP
IEDC OPERATING FUNDS
DEPARTMENT EXPENSES

ACCT#	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
SUPPLIES							
500-5230	UNIFORMS	0.00	0.00	0.00	0.00	0.00	0.00
500-5250	HAND TOOLS & SMALL EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
500-5260	POSTAGE	0.00	0.00	0.00	0.00	0.00	0.00
500-5265	COMPUTER SOFTWARE & EQUIPMEN	250.00	0.00	0.00	0.00	0.00	250.00
500-5270	SUPPLIES	250.00	50.34	190.61	76.24	0.00	59.39
500-5295	BOOKS & PUBLICATIONS	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	TOTAL SUPPLIES	500.00	50.34	190.61	38.12	0.00	309.39
CONTRACTUAL SERVICES							
500-5300	CONTRACT LABOR	0.00	0.00	0.00	0.00	0.00	0.00
500-5316	BOND AGENT FEES	0.00	0.00	0.00	0.00	0.00	0.00
500-5320	TELEPHONE SERVICES	1,176.00	37.99	341.91	29.07	0.00	834.09
500-5325	UTILITIES	0.00	0.00	0.00	0.00	0.00	0.00
500-5346	ENGINEERING/SURVEYING SERVIC	0.00	0.00	0.00	0.00	0.00	0.00
500-5355	INSURANCE-PROPERTY	0.00	0.00	0.00	0.00	0.00	0.00
500-5361	LEGAL SERVICES	2,500.00	0.00	0.00	0.00	0.00	2,500.00
500-5373	PROMOTION AND ADVERTISING	7,500.00	980.05	6,300.12	84.00	0.00	1,199.88
500-5388	TAXES ON PROPERTY	0.00	0.00	0.00	0.00	0.00	0.00
500-5395	PROFESSIONAL SERVICES	15,000.00	1,300.00	6,900.00	46.00	0.00	8,100.00
500-5397	ADMIN & OVERHEAD	12,000.00	1,000.00	9,000.00	75.00	0.00	3,000.00
500-5398	VISION LAMPASAS	0.00	0.00	0.00	0.00	0.00	0.00
500-5399	OTHER SERVICES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	TOTAL CONTRACTUAL SERVICES	38,176.00	3,318.04	22,542.03	59.05	0.00	15,633.97
MAINTENANCE							
500-5405	BUILDING & GROUNDS MAINTENAN	0.00	0.00	0.00	0.00	0.00	0.00
500-5425	OFFICE EQUIPMENT MAINTENANCE	<u>2,300.00</u>	<u>0.00</u>	<u>2,175.52</u>	<u>94.59</u>	<u>0.00</u>	<u>124.48</u>
	TOTAL MAINTENANCE	2,300.00	0.00	2,175.52	94.59	0.00	124.48
OTHER EXPENSES							
500-5451	BUSINESS EXPENSES	2,500.00	659.38	1,399.38	58.27	57.43	1,043.19
500-5452	TRAVEL & TRAINING	6,000.00	0.00	624.00	10.40	0.00	5,376.00
500-5453	DUES & MEMBERSHIPS	800.00	0.00	725.00	90.63	0.00	75.00
500-5499	ECONOMIC DEVELOPMENT PROGRAM	50,000.00	20,000.00	30,000.00	60.00	0.00	20,000.00
500-5499.01	ECON DVLEPMNT PROGRAM	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	TOTAL OTHER EXPENSES	59,300.00	20,659.38	32,748.38	55.32	57.43	26,494.19
CAPITAL EXPENDITURES							
500-5505	BUILDING & GROUNDS	0.00	0.00	0.00	0.00	0.00	0.00
500-5530	WATER SYSTEMS	0.00	0.00	0.00	0.00	0.00	0.00
500-5535	ELECTRIC SYSTEMS	0.00	0.00	0.00	0.00	0.00	0.00
500-5540	SEWER SYSTEMS	0.00	0.00	0.00	0.00	0.00	0.00
500-5545	STREETS & DRAINAGE	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	TOTAL CAPITAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00

CITY OF LAMPASAS
 FINANCIAL STATEMENT
 AS OF: JUNE 30TH, 2021

75 -LAMPASAS ECONOMIC DEV CRP
 LEDC OPERATING FUNDS
 DEPARTMENT EXPENSES

ACCT#	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
CONTINGENCY AND RESERVES							
500-5600	CONTINGENCY/RESERVES	0.00	0.00	0.00	0.00	0.00	0.00
500-5601	DONATION RESERVES	0.00	0.00	0.00	0.00	0.00	0.00
500-5610	DEPRECIATION	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	TOTAL CONTINGENCY AND RESERVES	0.00	0.00	0.00	0.00	0.00	0.00
TRANSFERS							
500-5710	TRANSFER TO GENERAL FUND	0.00	0.00	0.00	0.00	0.00	0.00
500-5722	TRANSFER TO FUND 22	50,875.00	0.00	0.00	0.00	0.00	50,875.00
500-5751	TRANSFER TO FUND 51 (EDUCATI	0.00	0.00	0.00	0.00	0.00	0.00
500-5759	TRANSFER TO FUND 59	0.00	0.00	0.00	0.00	0.00	0.00
500-5776	TRANSFER TO LEDC DESIGNATED	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	TOTAL TRANSFERS	50,875.00	0.00	0.00	0.00	0.00	50,875.00
DEBT SERVICE							
500-5800	PRINCIPAL PAYMENT	109,912.00	0.00	54,607.13	49.68	0.00	55,304.87
500-5801	INTEREST PAYMENT	<u>44,896.00</u>	<u>0.00</u>	<u>22,796.51</u>	<u>50.78</u>	<u>0.00</u>	<u>22,099.49</u>
	TOTAL DEBT SERVICE	154,808.00	0.00	77,403.64	50.00	0.00	77,404.36
<hr/>							
	TOTAL LEDC OPERATING FUNDS	<u>305,959.00</u>	<u>24,027.76</u>	<u>135,060.18</u>	<u>44.16</u>	<u>57.43</u>	<u>170,841.39</u>

CITY OF LAMPASAS
 FINANCIAL STATEMENT
 AS OF: JUNE 30TH, 2021

75 -LAMPASAS ECONOMIC DEV CRP
 LAMPASAS EDC BOND FUNDS
 DEPARTMENT EXPENSES

ACCT#	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
CONTRACTUAL SERVICES							
510-5316	BANK CHARGES	0.00	0.00	0.00	0.00	0.00	0.00
510-5346	ENGINEERING/SERVEYING SERVIC	0.00	0.00	0.00	0.00	0.00	0.00
510-5361	LEGAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
510-5395	PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
510-5399	OTHER SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
CAPITAL EXPENDITURES							
510-5505	BUILDING AND GROUNDS	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL CAPITAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00
CONTINGENCY AND RESERVES							
510-5600	CONTINGENCY/RESERVES	435,040.00	0.00	0.00	0.00	0.00	435,040.00
	TOTAL CONTINGENCY AND RESERVES	435,040.00	0.00	0.00	0.00	0.00	435,040.00
TOTAL LAMPASAS EDC BOND FUNDS							
		435,040.00	0.00	0.00	0.00	0.00	435,040.00
*** TOTAL EXPENSES ***							
		740,999.00	24,027.76	135,060.18	18.23	57.43	605,881.39
TOTAL PROFIT / (LOSS)							
		5,441.00	11,543.38	270,069.90	1.06-	(57.43)	(264,571.47)

*** END OF REPORT ***

CITY OF LAMPASAS
 BALANCE SHEET
 AS OF: JUNE 30TH, 2021

75 -LAMPASAS ECONOMIC DEV CRP

ACCT# ACCOUNT NAME

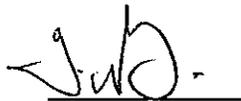
ASSETS

=====			
1020	FSB CHECKING 7001092 LEDC	386,484.07	
1021	FSB CAPITAL FD CHECKING7002363	2,595.33	
1025	FSB LEDC LOAN 2678	0.00	
1026	BUSINESS BANK OF TX 4001561	486,681.35	
1030	CLAIM ON CASH	297,915.87	
1210	ACCOUNTS RECEIVABLE	0.00	
1222	ACCOUNTS RECEIVABLE	0.00	
1235	NOTE RECEIVABLE BACHMAYER	0.00	
1236	NOTE RECEIVABLE-PECAN CRK HVM	0.00	
1300	LAND PURCHASE/IMPROVEMENTS	1,725,616.61	
1310	FAG-BUILDINGS & IMPROVEMENTS	17,975.00	
1396	ACCUMULATED DEPRECIATION	(142,005.00)	
1499	DUE FROM CASH & CONCENTRATION	0.00	
1999	LEDC CLEARING ACCOUNT	<u>0.00</u>	
	TOTAL ASSETS		<u>2,775,263.23</u>

LIABILITIES & FUND BALANCE

=====			
2209	ACCOUNTS PAYABLE CAPITAL ACCT	0.00	
2210	ACCOUNTS PAYABLE	2,924.38	
2220	ACCOUNTS PAYABLE PENDING	0.00	
2225	ACCRUED INTEREST PAYABLE	3,168.85	
2283	UNAPPLIED CREDIT	0.00	
2284	BONDS PAYABLE	1,227,858.14	
3009	DESIGNATED RE/DONATIONS	0.00	
3010	UNASSIGNED FUND BALANCE	1,090,511.49	
3030	ASSIGNED FUND BALANCE	180,730.47	
	CURRENT INCREASE / (DECREASE) IN FUND BALANCE	<u>270,069.90</u>	
	TOTAL LIABILITIES & FUND EQUITY		<u>2,775,263.23</u>

THIS PAGE INTENTIONALLY LEFT BLANK


City Manager

ITEM NO. WORKSHOP-5

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

Subject:

Discussion regarding Lampasas County Chamber of Commerce FY 2021/2022 Budget.

Requested By: Melissa Unger, Chamber of Commerce Executive Director

Submitted By: Mandy Walsh, Economic Development Director

Date Submitted: July 19, 2021

For the Agenda of: July 26, 2021

Procurement and Funding Statement:

Attachments: Lampasas County Chamber of Commerce Budget

Summary Statement:

Per the Tourism & Visitor Center Agreement by and between the Lampasas County Chamber of Commerce and the City of Lampasas, the Chamber will be providing Council an update of activity and budget request for FY 2021/2022. Melissa Unger will be in attendance to present the budget and answer any questions.

Recommendation:

Discussion and presentation only.

2021-2022 Budget Explanation- Chamber of Commerce & Visitor's Center (Past 3 years & current request)

ADMINISTRATIVE FEE

- 40% of total annual salaries
- Includes paychecks for Executive Director and Administrative Assistant(s)
- Currently, Jan and I are paid every other Monday
- 2018-19: Requested \$13,485.00, increased when I was hired to \$32,800- have used \$13,243.53 so far in Q1 & Q2
- 2019-20: Requested \$31,200, Admin Asst. \$1.00 increase in Jan. 2020- have used \$15,899.09 so far in Q1 & Q2
- 2020-2021: \$32,000 (Increase due to activating Admin. Asst. raise)
 - This includes my salary of \$60k per year, Jan's \$11.00 per hour (4 days per week)- 30hrs. and payroll/unemployment taxes.
- **2021-2022: \$34,240 (Increased)**
 - This includes a 3% salary increase for the Executive Director and a .50 per hour salary increase for the Administrative Assistant. In previous budgets payroll & unemployment taxes were not accounted for in the request although noted in the 2020-2021 request.

VISITOR CENTER SEASONAL STAFF

- 100% of Saturday staff pay, who is Visitor Center staff only; not Chamber staff (if Chamber questions are asked Saturday, and the employee doesn't know the answers, he/she either leaves Jan or I a message, or is free to call or text anything.)
- Paid on a bi-weekly basis.
- 2018-19: Requested \$2,392.50- \$1914.00- approved- balance of \$144.62 left over after end of fiscal year
 - Operating hours of the Visitor Center in this year's agreement are 830am-12pm & 1pm-5pm, March through December, on Saturdays- Remained 10am-4pm
- 2019-2020: Requested \$1,800
 - Kept the hours and rate the same and decreased the request
- 2019-2020: Requested \$1,800 (Stayed the same)- Did not incur the expense March-May of 2020 due to COVID
- **2020-2021: Requesting \$1,800 (Stayed the same)**

LAMPASAS PROMOTIONS/VISITOR CENTER BROCHURES

- 100% Tourism advertisements placed in publications outside the immediate zip codes; distribution of brochures in the Visitor Center office, as well as distribution to other travel centers, chambers, etc. in the state of Texas
- Some advertisements include ads placed in magazines like 101 Fun Things to do in the Highland Lakes, Visitor or Travel Guides in surrounding counties, etc.
- 2018-19: Requested \$10,000.00- Funding available upon request instead of approved amt.- was approved
 - This is to be able to place advertisements in farther-reaching areas than the surrounding counties, and possibly places like Texas Highways Events magazine and publications of the like
 - This is also to be able to produce new brochures (the latest ones are dated 2016) with a 12 to 18 month shelf life. I am looking into booklet-style brochures, with listings for everything Lampasas has to offer, instead of having 3 or 4 different brochures for the different things to do. These brochures would also go to surrounding county Visitor Centers and Chambers, as well Visitor Centers and Chambers across the state (we get requests for these statewide). Need Lampasas tourism pieces/maps/display materials.
- (Added) 2019-20: Requested \$8,000.00- Reduced to \$3,603 for projects in the works. Each request after was presented per project.
- 2020-2021: Did not include a request as requests will be made per project.- Using website for more marketing.
- **2021-2022: Requesting \$3,750** This year I am requesting a specific budget amount for promotions and marketing so that I have sufficient flexibility to obtain promotional discounts and meet print deadlines. This amount is based on spending in previous years; and includes publications and tourism brochures; promoting Lampasas.

COPIER/COPIES

- 40% Used for producing printed materials to promote the Lampasas community.
- 2018-19: Requested \$1,900.00, but approved at \$2,500. A balance of \$741.31 left over after end of fiscal year
- 2019-20: Requested \$1,800.00
- 2020-2021: Requested \$1,700 (less than last yr.)
- **2021-2022: Requesting \$1,700 (Stayed the same)**

POSTAGE

- 40% PO Box and bulk mail dues; postage dues to mail relocation packages, travel information and other material requests from visitors on website, in person and on the phone.
- 2018-19: Requested \$400.00; balance of \$67.86 left over after end of fiscal year
 - Decreased amount requested due to non-usage of funds because of the higher amount of digital material sent, as opposed to material sent through the PO
- 2019-20: Requested \$480.00
 - Postage fee increase
- 2020-2021: Requested \$560 (Increase due to mailing more due to COVID & community mailings)
- **2021-2022: Requesting \$560 (Stayed the same)**

GENERAL SUPPLIES

- 40% needed to include bags, paper, envelopes, etc. to be used for the distribution of tourism information.
- 2018-19: Requested \$500.00; negative balance of <\$184.88> after fiscal year ended
 - Decreased amount due to non-usage of funds in current fiscal year and previous fiscal year
- 2019-20: Requested \$700.00
 - New letterhead/envelopes/etc. supplies
- 2020-2021: Requested \$1000 (Increase due to re-branding & renovations to VC)
- **2020-2021: Requesting \$400 (Decrease due to council rejection of Visitor Center remodeling cost in previous year budget request)**

WEBSITE

- 40% of website traffic is attributed to Visitor Center- Determined at last budget meeting
- GrowthZone, formerly ChamberMaster, is our website host.
- 2018-19: Requested \$1,192.80, \$1363.20- approved; negative balance of <\$292.80> after fiscal year ended
 - This is based on 40% of the GrowthZone payments of \$284.00 per month for 12 months;
- 2019-20: Requested \$1,603.20
 - increase due to utilizing their credit card service feature to \$304.00 a mth.- \$284 a mth. + \$20 a mth. Fee for CC services and got rid of all other CC processing fees
- 2020-2021: Requested \$1500 (Decrease due to processing fees & not much CC activity in previous year)
- **2021-2022: Requesting \$1500 (Stayed the same)**

PHONES & IT

- 40% of the daily phone calls and emails are tourism and Visitor Center related. We currently document number of phone calls.
- This includes our monthly payments to AT&T for our landlines and internet, as well as Dell Financial Services, for our computers. (Dell Financial: we make payments on our computers. The payments are around \$25.00-\$27.00 per month, and we have a current balance of around \$700.00 to pay off.)
- 2017-18: Requested \$1,776.00; balance of \$954.35 left after end of fiscal year
- 2018-19: Requested \$1,200.00, \$1420 approved; balance of \$497.17 after fiscal year ended
- 2019-20: Requested \$1,300.00
 - No longer paying DELL CC- paid off, Went down to (1) phone line and better AT&T package
- 2020-2021: Requested \$1,420 (Increase due to Internet, Computer & Software purchase)
- **2021-2022: Requesting \$1420 (Stayed the same)- However, it will include deferred reimbursement for hardware purchases in previous years with personal funds.**

UTILITIES

- 40% of the total expenses for water, electric and trash to operate the Visitor Center.
- This includes payments made to Lampasas Public Utilities.
- 2018-19: Requested \$1,000.00, \$1133.20 approved; negative balance of <\$155.29> after fiscal year ended
- 2019-20: Requested \$1,220.00
 - Utility bill rate increase
- 2020-2021: Requested \$1220 (Stayed the same)
- **2021-2022: Requested \$1220 (Stayed the same)**

BUILDING

- 40% of the total expenses for maintenances and insurances for the office building.
- This includes payments made to the pest control company, the lawn service, and our insurance (Western Commerce Bank; through Pflugerville Insurance Company).
- 2018-19: Requested \$2,392.50, Approved for \$1,914.00
- 2019-20: Requested- \$2,006
 - Have not received insurance quote for next fiscal year prior to submitting this budget.
 - We clean the building ourselves based on need. A quarterly deep cleaning may be considered.
- 2020-2021: Requested- \$2,200 (Increase due to maintenance projects & premium increases)
- **2021-2022: Requested \$2,200 (Stayed the same)**

ANNUAL VISITOR CENTER DUES

- 100% Dues to TTIA, TACVB, TCCE, TIA, THLA
- 2018-19: Requested \$907.00; dues are not expected to increase, have balance of \$497.17 after fiscal year end
- 2019-20: Requested \$800.00
 - Dues are not expected to increase, and some memberships being reconsidered
- 2020-2021: Requested- \$400 (Decrease due to surplus from previous year, reduced memberships)
- **2021-2022: Requested \$400 (Stayed the same)**

HILL COUNTRY TRAIL REGION

- Membership in the Hill Country Trail Region and travel to meetings
 - (Has only been used for membership; not travel).
- 2018-19: Requested \$300.00
 - Will not need the extra \$650.00 from the previous year, since the shelf life of the passports will be 3 years.
- 2019-20: Requested \$400.00
- 2020-2021: Requested- \$0- Not Requesting (reevaluating the partnership)
- **2021-2022: Requested \$400 (Increased, assuming Passport Program Agreement is renewed.)**

TOURISM CONFERENCES

- These are submitted as they come up, like event funding
- 2018-2019- \$600+ used (estimate & receipts submitted)
- 2019-2020- \$400 Not Used
- 2020-2021: Requested- \$0- Not requesting
- **2021-2022: Requested- \$0- Will submit for approval.**

*EVENT FUNDING

- This goes event by event and is brought with an application to Council for approval
- HOT Funding to be utilized for advertising and other materials purchased/rented to host the event
 - Some examples of this are the buses for Wine Tour, the timing company for 10K, sanctioning for BBQ and Production company Riata, etc.

Lampasas County Chamber of Commerce		2016-2017 Proj./Appr. Budget	2018-2019 Proj./Appr. Budget	2019-2020 Proj./Appr. Budget	2020-2021 Proj. Budget	2021-2022 Proj. Budget	2021-2022 Fund Request
Hotel Motel Budget Amount							
October 2021 - September 2022 Budget Request							
Expense:	Description	2016-2017 Proj./Appr. Budget	2018-2019 Proj./Appr. Budget	2019-2020 Proj./Appr. Budget	2020-2021 Proj. Budget	2021-2022 Proj. Budget	2021-2022 Fund Request
Administrative Fee 40%	Used for all staff salaries (Exec Director & Admin. Asst.)	47840 / 11,960	72,000 / 32,800	78,000 / 31,200	80000 / 32,000	85,000.00 \$	34,240.00
Visitor Center Seasonal Staff 100%	March through December- Saturday's, 10am-4pm. Separate App For Funding Was Approved	1620 / 1,620	1,914 / 1,914	1,800 / 1,800	1,800 / 1,800	1,800.00 \$	1,800.00
Lampasas Promotions 100%	Tourism Ads Placed In Publications Outside The immediate zip codes (76550,76539,76863).	4914 / 4,914	Funding Approval as Quotes Come In	Funding Approval as Quotes Come In	??	3,750.00 \$	3,750.00
Visitor Center Brochures 100%	Distribution of Brochures/Promo Items: including an inviting description with photos, annual events, etc. distributed to all travel centers, chambers, CVB's and DMO's.	(2015 / 2016) Visitor Center Display 300 / 300 Visitor Center Signage 1,000 / 1,000	Funding Approval as Quotes Come In	Funding Approval as Quotes Come In	??	- \$	-
Copier / Copies 40%	Used for producing printed materials to promote the Lampasas Community.	6349 / 2,500	6349 / 2,500	4500 / 1,800	4250 / 1,700	4,250.00 \$	1,700.00
Postage 40%	PO Box and Bulk Mail Dues. Postage Dues to mail relocation packets, travel information and other material requests.	1,000 / 600	1000 / 400	1200 / 460	1400 / 560	1,400.00 \$	560.00
General Supplies 40%	Bags, paper, envelopes, office supplies, used for the tourism information and business distribution	1,200 / 800	1200 / 500	1750 / 700	2500 / 1,000	1,000.00 \$	400.00
Website 40% of the Website Traffic Is Visitor Center Related.	Visitor Center and Chamber of Commerce website and mobile app. hosted by Chamber Masters. Includes- Design & Maintenance	3,132 / 1,566	3408 / 1,363.20	4008 / 1603.20	3750 / 1,500	3,750.00 \$	1,500.00
Phones & IT 40%	Daily phone calls and emails- Ph./Int. package tourism and visitor center related. Includes- computer & software	3,552 / 1,776	3552 / 1420.80	3250 / 1,300	3550 / 1,420	3,550.00 \$	1,420.00
Utilities 40%	Expenses for electric, water, and trash to operate the Visitor Center.	2,833 / 1,416	2833 / 1133.20	3050 / 1,220	3050 / 1,220	3,050.00 \$	1,220.00
Building 40%	Expenses for Maintenance & Insurance Plans	2,310 / 1,155	4785 / 1914	5015 / 2006	5500 / 2,200	5,500.00 \$	2,200.00
Annual Visitor Center Dues 100%	Texas Assoc. Dues (TTIA/TCC/THLA/TACVB/TIA)	800 / 800	907 / 907	800 / 800	400 / 400	400.00 \$	400.00
Hill Country Trail Region 100%	Membership in the Hill Country Trail Region and travel to meetings.	300 / 300	300 / 300	400 / 400	0	400.00 \$	400.00
Tourism Conferences Apply for funding	Registration for Texas Travel Tourism Seminars and the TACVB Tourism Marketing Seminar and Visitor Bureau training.	0	Submit Application for Attendance	Submit Application for Attendance	Submit Application for Attendance	Submit Application for Attendance	
TOTAL FUNDING REQUEST			96,248 / 45,152.20	103,773 / 46,912.20	106,200 / 43,800	114,450.00 \$	49,990.00

COPY

STATE OF TEXAS §
 § KNOW ALL MEN BY THESE
CITY OF LAMPASAS §

TOURISM & VISITOR CENTER AGREEMENT

This Tourism & Visitor Center Agreement ("Agreement") is made this 28th day of Sept, 2020, by and between the City of Lampasas, Texas, a Texas Home Rule municipal corporation established under the laws of Texas and situated in Lampasas County, Texas (referred to herein as the "City"), and the Lampasas County Chamber of Commerce, a Texas not for profit corporation (referred to herein as the "Chamber of Commerce" or "Chamber"). The City and Chamber of Commerce are also jointly referred to herein as the "Parties", and singularly as "Party". The Parties have entered into other Publicity and Tourism Agreement(s) prior to the date of this Agreement. However, the Parties intend that this Agreement shall supersede and replace all previously adopted, finalized and executed Publicity and Tourism Agreement(s) in existence.

NOW IN CONSIDERATION OF THE MUTUAL CONVENANTS TO BE PERFORMED BY THE PARTIES AND OTHER VALUABLE CONSIDERATION HEREBY ACKNOWLEDGED, THEREFORE, BE IT MUTUALLY AGREED AS FOLLOWS:

Section I. Legal Authority

The City of Lampasas, Texas, pursuant to the authority granted to it under V.A.T.S. Tax Code, Chapter 351, entitled Local Hotel Occupancy Tax, (the "Act") and its Home Rule Charter, has heretofore enacted a local hotel occupancy tax on occupants of hotels within the City of Lampasas.

Section II. HOT Funds to be Provided-Services to be Rendered

A. Funds To Be Provided: Pursuant to its authority and obligation under the Act to use local hotel occupancy tax funds for attracting and promoting tourism and the convention and hotel industry in the City of Lampasas, the Parties hereby agree that in exchange for a Tourism & Visitor's Center to be provided by the Chamber of Commerce, as set forth herein, during the term of this Agreement, the City shall provide to the Chamber of Commerce revenues generated from the hotel/motel occupancy tax ("HOT Funds"). The Parties acknowledge and agree that the City shall provide HOT Funds from hotel occupancy tax revenue received by the City to the Chamber of Commerce in an amount not to exceed budget amount approved by City Council. In the event that HOT Fund revenue to the City falls below the level anticipated by the City during its annual budgeting process, then the City reserves the right and the Chamber of Commerce agrees that the City

shall have the right to reduce its annual commitment to the Chamber of Commerce, under this Agreement, in an amount proportionate to the reduction in HOT Fund revenue received by the City.

In addition, the Parties acknowledge that the City may provide HOT Funds to the Chamber of Commerce in an amount of eligible expenses to assist with the promotion and advertising on a case by case basis, when requested by the Chamber; and up to 25% of the cost of materials, supplies and equipment of Chamber events that meet the requirements of Section V of this Agreement. The Chamber of Commerce will be required to submit a HOT Funding Application Form and if the Event is approved, a Post Event Form within 60 days after an Event. The Parties also acknowledge that the Chamber and the City may mutually amend this Agreement in writing to include additional marketing and promotion of the City as determined by and through ongoing communication and community meetings.

B. Payment Schedule: The Parties agree that the City will make payments to the Chamber of Commerce under this Agreement on a semiannual basis. The Parties recognize that the City assesses the local hotel occupancy tax on a quarterly basis, and the local hotel/motel tax payers then have up to thirty days after assessment to remit payment to the City. Therefore, the Parties agree that the payments to the Chamber of Commerce from the City shall be made by the City within thirty (30) calendar days after the payers remit their tax payments to the City, on a semiannual basis. By way or example only, while local hotel/motel occupancy tax payers are assessed the tax on September 1st of each year, payment is not overdue to the City until October 30th. Therefore, the City's semiannual payment to the Chamber of Commerce under this Agreement will be made no later than April 30 and October 30 of the applicable year only after conditions are met per Section VII. The City reserves the right to withhold payment if conditions are not met.

C. Services to be Rendered: In consideration for the receipt of HOT Funds from the City, the Chamber of Commerce agrees to use all HOT Funds provided by the City, in a manner that complies with Section V of this Agreement, to implement and conduct a continuing program of advertising and promotion for the purpose of attracting visitors, tourists, and conventions to the City by successfully performing one or more of the following activities: (1) publishing and distributing brochures and community information packets, (2) advertising in various tourist publications and general media publications, approved by the City, (3) operating and maintaining a visitor center office with hours of 8:30 AM -5:00 PM, Monday through Friday, and Saturdays from 10:00 a.m. to 4:00 p.m. from March 1st to September 30; (4) sponsoring events that attract tourists and visitors to the City of Lampasas and the immediate vicinity, (5) attending travel shows and other events approved by the City that promote the City and the immediate vicinity, (6)

participating with state and regional agencies in tourist development programs that will directly benefit the City, (7) using all appropriate, professional and legal means to increase the traveling public's awareness of the resort and recreational opportunities and advantages in the City and the immediate vicinity, (8) maintaining a current website that includes attractions, events, and tourism based business information, and (9) distributing/restocking current visitor brochures monthly in the WM Brook Park kiosk and hotels.

As further consideration, the Chamber of Commerce further agrees that it will use the HOT Funds provided by the City to seek to achieve economic benefit for the City through its tourism and publicity activities, to provide tourist-related information about the City, and to serve as an advisory body to the City, on request, in matters related to expanding the tourist-derived economy.

Section III. Independent Contractor

It is expressly understood and agreed solely by and between the Parties that the Chamber of Commerce is under contract with the City solely as an independent contractor and is not an officer, agent, representative or employee of the City and, thus, has no authority to bind the City. The City shall not be responsible for the day to day management of the Chamber of Commerce, but the money provided to the Chamber of Commerce by the City, as per this Agreement, must be used solely and specifically for the purposes stated herein.

Section IV. Employees/Contractors

The Chamber of Commerce shall engage an adequate number of employees, volunteers, workers, or contractors, to accomplish the objectives set forth in this Agreement. The Chamber of Commerce shall further provide adequate office space, equipment, supplies and other materials as may be necessary to accomplish the purposes of this Agreement.

Section V. Use of Funds

The Chamber of Commerce agrees that any HOT Funds provided to it under this Agreement by the City shall be expended only in a manner that fully complies with applicable State law. Specifically, applicable State law generally requires that all expenditures of HOT Funds must, as a preliminary matter, directly enhance and promote tourism and the convention and hotel industry in the community by attracting out-of-town tourists and visitors to the City and/or the immediate vicinity who would stay overnight or otherwise conduct business at the area lodging facilities. In addition, the expenditure of HOT Funds must also fall within one of the following descriptions:

- (1) Funds the establishment, improvement, or maintenance of a convention center or visitor information center; OR
- (2) Pays the administrative costs for facilitating convention registration; OR
- (3) Pays for advertising, solicitations, and promotions that attract tourists and convention delegates to the City or its vicinity; OR
- (4) Funds programs that promote the arts; OR
- (5) Funds historical restoration or preservation programs; OR
- (6) Pays for costs to hold sporting events in which a majority of the participants are tourists; OR
- (7) Funds transportation systems to transport tourists to tourism and convention venues.

At no time shall any HOT Funds provided under this Agreement be used for any political purpose, nor shall any event sponsored, or facilitated by HOT Funds under this Agreement be used to promote/oppose a political candidate or in support/opposition of a political purpose.

In addition to compliance with all stipulations noted above, the Chamber of Commerce must expend all HOT Funds under this Agreement in the following manner:

- a) **Visitor Information Center and/or All Other Legally Qualifying Expenditures:** HOT Funds provided pursuant to this Agreement may be spent by the Chamber of Commerce or its contractors for administrative expenses related to operations of a visitor information center and/or any other legally qualifying expenditure. As used herein, "administrative expenditures" includes supplies, salaries, utilities, travel expenses, and administrative costs associated with a visitor information center or other legally qualifying expenditure. However, the portion of administrative costs paid for with HOT Funds shall not exceed the proportional percentage of actual administrative costs incurred by the Chamber of Commerce for these permitted allowed activities, nor may it exceed the limits noted herein. Documentation of the percentage of the cost(s) that are attributable to the activity funds by the HOT Funds shall be provided to the City annually, along with the proposed budget.

Section VI. Management of HOT Funds

The Chamber of Commerce agrees to maintain a separate financial (i.e. bank) account for deposit and withdrawal of the HOT Funds received from the City pursuant to this Agreement and, further agrees that it shall not commingle the HOT Funds with any other account or funds managed or held by the Chamber of Commerce. It is understood and agreed by and between the Parties that, upon budget approval by the

City, a fiduciary duty is created in the Chamber of Commerce to the City with respect to expenditure of the HOT Funds provided.

The Chamber of Commerce agrees to maintain complete and accurate financial records of each receipt and expenditure of the HOT Funds and, upon request of the City Council or other person, shall make the records available for inspection and review during the normal business hours in accordance with the Texas Public Information Act.

Section VII. Reporting Requirements

This Section VII applies only to HOT Funds provided by the City to the Chamber of Commerce and the use of those HOT Funds, and not to any other finances, funds, or financial assets of the Chamber of Commerce. In addition, the Chamber of Commerce shall submit the budget, audit and quarterly reports to the City Secretary's office and confirm a schedule of presentation of such reports at a meeting of the City Council. Failure to comply with these reporting requirements shall be cause for the suspension by the City of payments of HOT Fund contributions to the Chamber of Commerce, until such time as reporting is made current to the City's satisfaction.

- A. **HOT Fund Program of Work & Budget:** The Chamber of Commerce shall provide an annual Program of Work and a projected line item budget to the City Council for approval that will include operational costs, advertising, and promotional costs, event/festival costs and capital outlay expenses to be paid from HOT Funds. Such report and budget shall be provided no later than July 1st of each year for the upcoming municipal fiscal year(s). The Chamber of Commerce shall present its HOT Fund Program of Work & Budget to the City Council at a Council meeting no later than the end of July of each year this Agreement is in effect. The HOT Fund Budget shall provide a complete financial plan containing, at a minimum, the following information and/or deliverables:
- 1) A budget message, explanatory of the proposed tourism/promotional activity to be undertaken, which message shall contain an outline of the plan of the activity and, in the following years, set forth the reasons for the salient changes from the previous year (as applicable) and any major budgetary revisions. All items of expenses shall contain detailed narratives as to the basis of the proposed expenditure.
 - 2) A spreadsheet detailing anticipated HOT Fund program revenues and expenses, as set forth for each proposed program:
 - a) The actual amounts for the last two (2) completed years;
 - b) The budgeted amount for the current year;
 - c) The estimated amount for the current year;
 - d) The proposed amount for the upcoming year.

3) Documentation of the percentage of administrative costs that are attributable to the administration activities related to each program that has been funded by the HOT Funds.

B. **Semiannual Reports:** The Chamber of Commerce shall submit semiannual expenditure report(s) to the City Secretary. Such reports shall be delivered to the City Secretary and presented to the City Council at a meeting no later than the last working day of April (covering October through March) and last working day of October (covering April through September). Reports shall include information on completed HOT Fund projects and events along with revenues and expenses which were supported by the Chamber's expenditure of HOT Funds. Copies of advertisements and associated invoices for the applicable time period shall also be submitted, to assist the City in documenting compliance with applicable State legal requirements.

C. **Audit:** At the time that the Chamber of Commerce submits its annual budget request to the City (i.e. on or before July 1st of each year), The City, at City's expense, may request and procure an audit of the Chamber's disbursement and use of HOT funds provided by the City.

Section VIII. Term and Renewal Agreement

This Agreement shall be effective as of October 1, 2020 and shall expire or be automatically renewed for a subsequent year on or about September 30, 2021, thereby remaining in effect until terminated by either Party, as set forth in Section IX, below. It is agreed and acknowledged by the Chamber of Commerce that there is no right of any extension of the one-year term or automatic renewal of this Agreement, for any ensuing year(s), and that the option to extend or allow automatic renewal of the Agreement, from year to year, shall rest with and be solely within the discretion of the City.

Section IX. Termination of Agreement

Either the City or the Chamber of Commerce shall, upon providing proper written notice in the manner set forth herein below in Section X, have the unilateral option to terminate this Agreement, with or without cause, at any time by providing notice of termination to the other party a minimum of ninety (90) days prior to the termination.

Section X. Notification

Any notice provided pursuant to this Agreement shall be effective when deposited in the United States mails, either certified or registered mail, postage prepaid and addressed to the following:

City of Lampasas
Attn: City Secretary
312 East Third Street
Lampasas, Texas 76550

Lampasas Chamber of Commerce
Attn: Board Chairperson
205 South Highway 281
Lampasas, Texas 76550

The Parties may, from time to time, amend the above-shown addresses by providing a written request and notice to the other Party of the then existing address.

Section XI. Assignment or Delegation

This Agreement may not be assigned, transferred or delegated without the prior written consent of the other Party, and any attempted assignment of benefits or rights and/or attempted delegation of duties or obligations shall be a material breach of this Agreement. However, nothing in this Agreement shall prohibit the Chamber of Commerce from participating with regional or state tourism programs or from contracting for joint promotion with other agencies, so long as no HOT Funds are assigned by the Chamber of Commerce to such other programs or agencies, without the express prior written permission of the City.

Section XII. Controlling Law

This Agreement shall be subject to the laws and statutes of the State of Texas. It is understood and agreed that in the event any provision of this Agreement is found by an appropriate authority to be inconsistent with the requirements of the Act, or any other applicable State law, the requirements of the pertinent law will control, and all other provisions in the Agreement shall remain in full force and effect.

Section XIII. Indemnity and Insurance Clause

The Chamber of Commerce shall indemnify and hold harmless and defend the City, its officers, agents, representatives and employees from any and all claims, losses, causes of action, damages, suits, and liability for the negligence and misconduct of the Chamber of Commerce, including all expenses of litigation, court costs, and attorney fees, for injury to or death to any person, or from damage to any property, arising from or in connection with the operations for the Chamber of Commerce, its officer, agents and employees performed in furtherance of this Agreement.

The Chamber of Commerce shall carry public liability insurance in the minimum amount(s) of: FIVE HUNDRED THOUSAND AND NO/100 DOLLARS (\$500,000.00) for each person; FIVE HUNDRED THOUSAND AND NO/100 DOLLARS (\$500,000.00) for each occurrence; and ONE HUNDRED THOUSAND AND NO/100 DOLLARS (\$100,000.00) for property damage/liability, for each occurrence. These insurance policies shall name the City as an additional insured. Copies of these policies, or duplicate originals thereof, shall be filed with the City Secretary before the Chamber of Commerce may initiate any activities contemplated by this Agreement. Failure to provide documentation of the requisite insurance shall be cause for the suspension of disbursements of HOT Funds to the Chamber of Commerce.

Section XIV. Prohibition against Discrimination

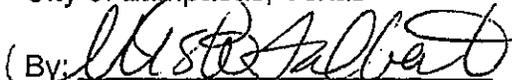
In the performance of this Agreement, the Chamber of Commerce shall not discriminate against any employee, applicant for employment, or volunteer because of an individual's race, color, religion, national origin, sex, or mental or physical disability. Proven breach of this provision may be regarded as a material breach of this Agreement, resulting in possible termination of the Agreement.

Section XV. Entire Agreement/Authority of Signatories

This Agreement constitutes the entire agreement between the Parties, pertaining to the City's provision of and the Chamber's use of HOT Funds. The persons signing below warrant that they have the full and legal authorization of their respective governing bodies to enter into this Agreement and to fully bind the entity represented by each signatory to the terms of this Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement on the date and year first above written.

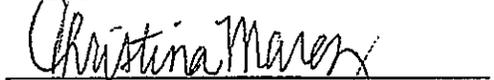
City of Lampasas, Texas

By: 
Misti Talbert, Mayor

Lampasas County Chamber of Commerce

By: _____
Scott Cooley, Board Chairperson

Attest:


Christina Marez, City Secretary

By: _____
Melissa Unger, Executive Director

Attest:

THIS PAGE INTENTIONALLY LEFT BLANK



City Manager

ITEM NO. WORKSHOP-6

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

Subject:

Discussion regarding FY21/22 Budget

Requested By: Finley deGraffenried, City Manager

Submitted By: Finley deGraffenried, City Manager

Date Submitted: July 21, 2021

For the Agenda of: July 26, 2021

Procurement and Funding Statement:

Attachments: PowerPoint Slides

Summary Statement:

Staff will provide Council a progress update on the FY21/22 Budget. Meetings have been conducted with department heads. It is anticipated that departments will present their individual budgets to Council on Monday, August 2nd.

Recommendation:

Discussion Only

City of Lampasas, Texas
FY 2022 Budget
Roll Out

26 JULY 2021

5:30 P.M.



Starting Points

FY 2020-2021 has been one for the books

- Impacts of Covid-19
- Winter Storm Uri
- ERCOT Grid Disruption
- Development and Housing
- Workforce Availability
- Building Material Market

Goal to provide Council with a starting balanced budget

The FY 2022 Budget is based on continued, but conservative, growth in the local economy, and the stabilization of the Texas Electric Grid.



Budget Notes

Projected Year End (“PYE”) will require additional Staff review and modification

PYE impacted by resolution of ERCOT market disputes and performance of fuel hedging

FY 2022 could be positively impacted by new funding sources related to Covid-19/Cares Act relief

Staff encourages Council considerations for rate increases related to on-going Water/Wastewater improvements and uncertainties in wholesale electric markets

Council is encouraged to consider incremental increases in rates to off-set tank maintenance (Hewgley and Georgetown) and WCID upgrades

Staff Continues to review and update budget projections based on relevant and timely information

Capital expenses generally decreased based on aggressive FY 2021 budgeting and 2016 CO implementation

Initial FY 2022 budget incorporates some, but not all, of Council and CIP priorities

Staff anticipates modification by Council based on review, input and prioritization

FY 2022 preliminary budget balanced with slight surplus

Certification of Appraisal Roll, awaiting Effective Rate determination

Budget Organization

- General
 - Administration
 - Council
 - Information Technology
 - Planning and Building
 - Cemetery
 - Library
 - Parks and Pools
 - Police
 - Fire
 - Court
 - Streets
 - Trash
 - Utility Billing and Collection
- Proprietary / Enterprise Funds
 - Electric
 - Water Distribution
 - Wastewater Collection
 - Wastewater Plant
 - Airport
 - Golf
 - Animal Shelter

Non-Operating Funds

▶ Fund Balance Available For Specific/Designated Purposes

- ▶ 22 Economic Development – Council Restricted-Transferred to General Fund
- ▶ 11 Debt Service
- ▶ 33 Court Security Fund
- ▶ 40 Hotel Occupancy Tax – Restricted by State Law
- ▶ 62 Key Ave. TxDOT, 2007 Issue-Contributions
- ▶ 63 Certificates of Obligation – Restricted per Issue-Contributions
- ▶ 64 Airport Hanger Project
- ▶ 68 2016 CO Issue

Funding and Funding Sources

Balances

• General Fund	\$ 2,368,423.48
• HOT, <i>restricted to purpose</i>	1,519,259.26
• 62 Key Ave	106,809.42
• 63 2011 Cap Fund	1.13
• 68 2016 Cap Fund	144,734.63
• 81 Electric	6,130,497.80
• 82 Water/Wastewater	2,743,218.60

Fund balances inclusive of Claim on Cash, unrestricted and Council restricted cash balances. Fund balances do not include increases or decreases based on Accounts Payable nor Accounts Receivable.

Operating Funds by Major Account

	FY 2019 Actual	FY 2020 Actual	Current Budget	Projected Y.E.	FY 2022 Proposed
Income					
4000 Tax Revenue	\$3,964,912.00	\$4,211,766.60	\$4,044,100.00	\$4,726,050.00	\$4,447,000.00
4100 Licenses and Fees	\$64,194.00	\$86,840.24	\$64,900.00	\$65,320.00	\$63,165.00
4200 Court Revenue	\$389,033.00	\$288,424.68	\$311,100.00	\$298,060.00	\$322,600.00
4300 Service Revenue	\$893,449.00	\$818,275.84	\$852,750.00	\$829,478.00	\$869,495.00
4400-4800 Other	\$19,483,814.00	\$19,929,093.47	\$21,978,013.00	\$20,254,034.00	\$20,905,132.00
4900 Transfers	\$3,646,638.00	\$3,166,070.07	\$4,276,798.00	\$4,177,446.00	\$4,259,766.00
Total Income	\$28,442,040.00	\$28,500,470.90	\$31,527,661.00	\$30,350,388.00	\$30,867,158.00
Expense					
5000 Salaries	\$5,650,919.24	\$5,681,481.43	\$6,100,998.00	\$5,708,057.00	\$6,054,421.00
5100 Benefits	\$2,526,494.26	\$2,445,425.74	\$2,570,961.00	\$2,492,826.00	\$2,556,801.00
5200 Supplies	\$8,202,947.77	\$7,196,259.81	\$8,263,940.00	\$10,220,565.00	\$8,264,595.00
5300 Contract Services	\$4,775,065.52	\$4,854,383.51	\$5,066,608.00	\$4,888,750.00	\$5,042,618.00
5400 Maintenance	\$1,337,974.56	\$1,547,006.52	\$1,785,757.00	\$1,559,675.00	\$1,669,287.00
5500 Capital Expense	\$616,405.95	\$1,099,906.43	\$2,033,219.00	\$1,922,706.00	\$1,425,000.00
5600 Contingency	\$1,102,419.00	\$59,214.00	\$437,593.00	\$400,000.00	\$413,461.00
5700 Transfers	\$3,547,194.00	\$3,465,749.12	\$5,079,415.00	\$3,779,048.00	\$4,974,033.00
5800 Debt Service	\$84,520.00	\$188,427.00	\$189,150.00	\$191,900.00	\$191,900.00
Total Expense	\$27,843,940.30	\$26,537,853.56	\$31,527,661.00	\$31,163,527.00	\$30,592,116.00
Net Surplus/(deficit)	\$598,099.70	\$1,962,617.34	\$0.00	(\$813,139.00)	\$275,042.00

Budget by Operating Fund

	FY 2019 Actual	FY 2020 Actual	Current Budget	Projected Y E	FY 2022 Proposed
General Fund					
Income	\$10,087,771.00	\$10,026,190.44	\$12,175,681.00	\$12,059,877.00	\$11,648,990.00
Expense	\$9,987,769.00	\$9,626,190.44	\$12,175,681.00	\$10,958,382.00	\$11,321,341.00
Net Surplus/(deficit)	\$100,002.00	\$400,000.00	\$0.00	\$1,101,495.00	\$327,649.00
Water/Wastewater					
Income	\$5,739,728.00	\$5,644,125.42	\$5,254,128.00	\$5,090,321.00	\$5,065,816.00
Expense	\$5,219,231.00	\$5,209,642.45	\$5,254,128.00	\$5,269,175.00	\$5,147,197.00
Net Surplus/(deficit)	\$520,497.00	\$434,482.97	\$0.00	(\$178,854.00)	(\$81,381.00)
Electric					
Income	\$11,605,744.00	\$11,861,807.31	\$13,017,600.00	\$12,223,790.00	\$13,047,310.00
Expense	\$11,511,305.00	\$10,697,062.18	\$13,017,600.00	\$13,969,275.00	\$13,047,310.00
Net Surplus/(deficit)	\$94,439.00	\$1,164,745.13	\$0.00	(\$1,745,485.00)	\$0.00
Aviation					
Income	\$138,829.00	\$111,247.61	\$140,600.00	\$122,600.00	\$138,850.00
Expense	\$199,014.00	\$161,883.31	\$140,600.00	\$115,175.00	\$109,651.00
Net Surplus/(deficit)	(\$60,185.00)	(\$50,635.70)	\$0.00	\$7,425.00	\$29,199.00
Animal Shelter					
Income	\$235,289.00	\$207,754.01	\$231,077.00	\$196,569.00	\$230,652.00
Expense	\$235,289.00	\$193,729.07	\$231,077.00	\$196,569.00	\$231,077.00
Net Surplus/(deficit)	\$0.00	\$14,024.94	\$0.00	\$0.00	-\$425.00
Golf Course					
Income	\$634,679.00	\$649,346.11	\$708,675.00	\$655,231.00	\$735,540.00
Expense	\$691,332.30	\$649,346.11	\$708,675.00	\$652,951.00	\$735,540.00
Net Surplus/(deficit)	(\$56,653.30)	\$0.00	\$0.00	\$2,280.00	\$0.00
Total Operating Funds					
Income	\$28,442,040.00	\$28,500,470.90	\$31,527,661.00	\$30,350,388.00	\$30,867,156.00
Expense	\$27,843,940.30	\$26,537,853.56	\$31,527,661.00	\$31,163,527.00	\$30,592,116.00
Net Surplus/(deficit)	\$598,099.70	\$1,962,617.34	\$0.00	(\$813,139.00)	\$275,042.00

Budget Considerations and Assumptions

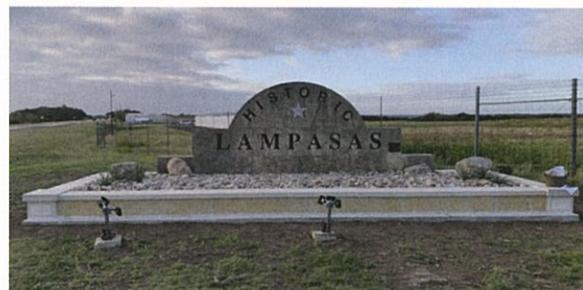
Sales Tax budgeted less than YEP but more than FY 2021 Budget

Ad Valorem budgeted less than YEP but more than FY 2021 Budget

Permitting budgeted less than YEP but more than FY 2021 Budget

Conservative approach to revenue budgeting

Personnel and compensation budgeted at FY 2021 levels assuming full workforce. 1% increase in compensation equals approximately \$65,000.00 (*burdened*)



Special Requests

Budgeted at current levels

Hill Country Community Action Committee

WCID

Fort Hood Defense Alliance

LCHEC

Christmas on the Creek *HOT Fund*



Council Considerations and Next Steps

Departmental Presentations August 2, 2021

Requests for additional information

Topic related Workshop session, i.e. utility rates, staff deployment, compensation



LAMPASAS CENTRAL APPRAISAL DISTRICT



Board of Directors

Mike Kriegel, Chairman
Ross Oliver, Vice Chairman
Marshal Brewer, Secretary
David Barclay
Philip Garrett

P.O Box 175
Lampasas, TX 76550
Telephone:
512-556-8058
512-556-8138
Fax: 512-556-4660

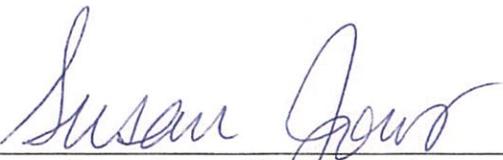
CERTIFICATION OF 2021 APPRAISAL ROLL

"I, Susan Jones, Chief Appraiser for the Lampasas Central Appraisal District, solemnly affirm that the following is that portion of the approved appraisal roll of the Lampasas Central Appraisal District which lists property taxable and constitutes the appraisal roll excluding those properties still under protest."

2021 APPRAISAL ROLL INFORMATION CITY OF LAMPASAS

TOTAL TAXABLE VALUE NOT IN PROTEST	\$461,356,972
FREEZE ADJUSTED TAXABLE VALUE NOT PROTESTED	\$327,771,927
FROZEN TAX LEVY NOT PROTESTED	\$278,546.80
PROPERTY UNDER PROTEST	\$46,432,400

For truth in taxation calculation, I recommend 80% of the value under protest be used. These accounts will be heard and settled as soon as possible. We hope to complete the hearing process before bills are mailed in October.



Susan Jones, Chief Appraiser

7-20-2021
Date

City of Lampasas
 2021-2022 Budget
 City by All Operating Funds

	FY 2019 Actual	FY 2020 Actual	Current Budget	Projected Y.E.	FY 2022 Proposed
Income					
4000 Tax Revenue	\$3,964,912.00	\$4,211,766.60	\$4,044,100.00	\$4,726,050.00	\$4,447,000.00
4100 Licenses and Fees	\$64,194.00	\$86,840.24	\$64,900.00	\$65,320.00	\$63,165.00
4200 Court Revenue	\$389,033.00	\$288,424.68	\$311,100.00	\$298,060.00	\$322,600.00
4300 Service Revenue	\$893,449.00	\$818,275.84	\$852,750.00	\$829,478.00	\$869,495.00
4400-4800 Other	\$19,483,814.00	\$19,929,093.47	\$21,978,013.00	\$20,254,034.00	\$20,905,132.00
4900 Transfers	\$3,646,638.00	\$3,166,070.07	\$4,276,798.00	\$4,177,446.00	\$4,259,766.00
Total Income	\$28,442,040.00	\$28,500,470.90	\$31,527,661.00	\$30,350,388.00	\$30,867,158.00
Expense					
5000 Salaries	\$5,650,919.24	\$5,681,481.43	\$6,100,998.00	\$5,708,057.00	\$6,054,421.00
5100 Benefits	\$2,526,494.26	\$2,445,425.74	\$2,570,981.00	\$2,492,826.00	\$2,556,801.00
5200 Supplies	\$8,202,947.77	\$7,196,259.81	\$8,263,940.00	\$10,220,565.00	\$8,264,595.00
5300 Contract Services	\$4,775,065.52	\$4,854,383.51	\$5,066,608.00	\$4,888,750.00	\$5,042,618.00
5400 Maintenance	\$1,337,974.56	\$1,547,006.52	\$1,785,757.00	\$1,559,675.00	\$1,669,287.00
5500 Capital Expense	\$616,405.95	\$1,099,906.43	\$2,033,219.00	\$1,922,706.00	\$1,425,000.00
5600 Contingency	\$1,102,419.00	\$59,214.00	\$437,593.00	\$400,000.00	\$413,461.00
5700 Transfers	\$3,547,194.00	\$3,465,749.12	\$5,079,415.00	\$3,779,048.00	\$4,974,033.00
5800 Debt Service	\$84,520.00	\$188,427.00	\$189,150.00	\$191,900.00	\$191,900.00
Total Expense	\$27,843,940.30	\$26,537,853.56	\$31,527,661.00	\$31,163,527.00	\$30,592,116.00
Net Surplus/(deficit)	\$598,099.70	\$1,962,617.34	\$0.00	(\$813,139.00)	\$275,042.00

City of Lampasas
 2021-2022 Budget
 City by Operating Funds

	FY 2019 Actual	FY 2020 Actual	Current Budget	Projected Y.E.	FY 2022 Proposed
<u>General Fund</u>					
Income	\$10,087,771.00	\$10,026,190.44	\$12,175,681.00	\$12,059,877.00	\$11,648,990.00
Expense	\$9,987,769.00	\$9,626,190.44	\$12,175,681.00	\$10,958,382.00	\$11,321,341.00
Net Surplus/(deficit)	\$100,002.00	\$400,000.00	\$0.00	\$1,101,495.00	\$327,649.00
<u>Water/Wastewater</u>					
Income	\$5,739,728.00	\$5,644,125.42	\$5,254,128.00	\$5,090,321.00	\$5,065,816.00
Expense	\$5,219,231.00	\$5,209,642.45	\$5,254,128.00	\$5,269,175.00	\$5,147,197.00
Net Surplus/(deficit)	\$520,497.00	\$434,482.97	\$0.00	(\$178,854.00)	(\$81,381.00)
<u>Electric</u>					
Income	\$11,605,744.00	\$11,861,807.31	\$13,017,600.00	\$12,223,790.00	\$13,047,310.00
Expense	\$11,511,305.00	\$10,697,062.18	\$13,017,600.00	\$13,969,275.00	\$13,047,310.00
Net Surplus/(deficit)	\$94,439.00	\$1,164,745.13	\$0.00	(\$1,745,485.00)	\$0.00
<u>Aviation</u>					
Income	\$138,829.00	\$111,247.61	\$140,600.00	\$122,600.00	\$138,850.00
Expense	\$199,014.00	\$161,883.31	\$140,600.00	\$115,175.00	\$109,651.00
Net Surplus/(deficit)	(\$60,185.00)	(\$50,635.70)	\$0.00	\$7,425.00	\$29,199.00
<u>Animal Shelter</u>					
Income	\$235,289.00	\$207,754.01	\$231,077.00	\$198,569.00	\$230,652.00
Expense	\$235,289.00	\$193,729.07	\$231,077.00	\$198,569.00	\$231,077.00
Net Surplus/(deficit)	\$0.00	\$14,024.94	\$0.00	\$0.00	-\$425.00
<u>Golf Course</u>					
Income	\$634,679.00	\$649,346.11	\$708,575.00	\$655,231.00	\$735,540.00
Expense	\$691,332.30	\$649,346.11	\$708,575.00	\$652,951.00	\$735,540.00
Net Surplus/(deficit)	(\$56,653.30)	\$0.00	\$0.00	\$2,280.00	\$0.00
<u>Total Operating Funds</u>					
Income	\$28,442,040.00	\$28,500,470.90	\$31,527,661.00	\$30,350,388.00	\$30,867,158.00
Expense	\$27,843,940.30	\$26,537,853.56	\$31,527,661.00	\$31,163,527.00	\$30,592,116.00
Net Surplus/(deficit)	\$598,099.70	\$1,962,617.34	\$0.00	(\$813,139.00)	\$275,042.00

City of Lampasas
 2021-2022 Budget
 Department Summaries
 Operating Funds

	FY 2019 Actual	FY 2020 Actual	Current Budget	Projected Y.E.	FY 2022 Proposed
<u>General Operating</u>					
Income	\$7,769,244.00	\$7,798,904.08	\$9,882,155.00	\$9,771,574.00	\$9,334,035.00
Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Net Surplus/(deficit)	\$7,769,244.00	\$7,798,904.08	\$9,882,155.00	\$9,771,574.00	\$9,334,035.00
<u>Legislative/Council</u>					
Income	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Expense	\$13,611.00	\$14,175.28	\$14,530.00	\$17,400.00	\$20,065.00
Net Surplus/(deficit)	(\$13,611.00)	(\$14,175.28)	(\$14,530.00)	(\$17,400.00)	(\$20,065.00)
<u>City Manager</u>					
Income	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Expense	\$335,543.00	\$257,273.70	\$345,944.00	\$344,115.00	\$375,062.00
Net Surplus/(deficit)	(\$335,543.00)	(\$257,273.70)	(\$345,944.00)	(\$344,115.00)	(\$375,062.00)
<u>Finance / Administration</u>					
Income	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Expense	\$213,257.00	\$221,124.64	\$232,870.00	\$231,533.00	\$251,566.00
Net Surplus/(deficit)	(\$213,257.00)	(\$221,124.64)	(\$232,870.00)	(\$231,533.00)	(\$251,566.00)
<u>City Secretary</u>					
Income	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Expense	\$238,011.00	\$240,821.01	\$262,450.00	\$244,879.00	\$184,486.00
Net Surplus/(deficit)	(\$238,011.00)	(\$240,821.01)	(\$262,450.00)	(\$244,879.00)	(\$184,486.00)
<u>Information Technology</u>					
Income	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Expense	\$311,093.00	\$327,152.71	\$337,834.00	\$334,882.00	\$361,212.00
Net Surplus/(deficit)	(\$311,093.00)	(\$327,152.71)	(\$337,834.00)	(\$334,882.00)	(\$361,212.00)
<u>Building and Inspection</u>					
Income	\$58,368.00	\$83,451.75	\$60,750.00	\$63,000.00	\$60,750.00
Expense	\$137,371.00	\$184,798.34	\$196,325.00	\$191,790.00	\$191,133.00
Net Surplus/(deficit)	(\$79,003.00)	(\$101,346.59)	(\$135,575.00)	(\$128,790.00)	(\$130,383.00)
<u>Cemetery</u>					
Income	\$30,833.00	\$53,985.00	\$31,450.00	\$38,450.00	\$35,950.00
Expense	\$191,953.00	\$195,516.15	\$212,794.00	\$184,607.00	\$207,461.00
Net Surplus/(deficit)	(\$161,120.00)	(\$141,531.15)	(\$181,344.00)	(\$146,157.00)	(\$171,511.00)

Library

<i>Income</i>	\$19,793.00	\$12,867.07	\$18,950.00	\$10,300.00	\$12,550.00
<i>Expense</i>	\$238,884.00	\$244,140.39	\$257,112.00	\$242,865.00	\$257,354.00
<i>Net Surplus/(deficit)</i>	(\$219,091.00)	(\$231,273.32)	(\$238,162.00)	(\$232,565.00)	(\$244,804.00)

Parks

<i>Income</i>	\$100.00	\$0.00	\$0.00	\$2,430.00	\$0.00
<i>Expense</i>	\$532,559.00	\$514,986.64	\$640,206.00	\$543,918.00	\$616,186.00
<i>Net Surplus/(deficit)</i>	(\$532,459.00)	(\$514,986.64)	(\$640,206.00)	(\$541,488.00)	(\$616,186.00)

Hanna Springs

<i>Income</i>	\$56,585.00	\$1.25	\$66,625.00	\$62,000.00	\$66,625.00
<i>Expense</i>	\$127,703.00	\$17,081.85	\$151,517.00	\$82,053.00	\$306,891.00
<i>Net Surplus/(deficit)</i>	(\$71,118.00)	(\$17,080.60)	(\$84,892.00)	(\$20,053.00)	(\$240,266.00)

Hancock Park Pool

<i>Income</i>	\$23,864.00	\$21,348.20	\$22,150.00	\$22,150.00	\$22,150.00
<i>Expense</i>	\$35,733.00	\$50,275.96	\$32,364.00	\$51,869.00	\$32,309.00
<i>Net Surplus/(deficit)</i>	(\$11,869.00)	(\$28,927.76)	(\$10,214.00)	(\$29,719.00)	(\$10,159.00)

Park Facilities

<i>Income</i>	\$6,005.00	\$6,090.00	\$6,500.00	\$4,000.00	\$6,000.00
<i>Expense</i>	\$263,736.00	\$247,859.40	\$268,069.00	\$260,236.00	\$262,340.00
<i>Net Surplus/(deficit)</i>	(\$257,731.00)	(\$241,769.40)	(\$261,569.00)	(\$256,236.00)	(\$256,340.00)

Police Department

<i>Income</i>	\$219,143.00	\$206,011.26	\$199,676.00	\$208,813.00	\$208,540.00
<i>Expense</i>	\$2,420,750.00	\$2,495,707.58	\$3,143,685.00	\$2,516,313.00	\$2,830,774.00
<i>Net Surplus/(deficit)</i>	(\$2,201,607.00)	(\$2,289,696.32)	(\$2,944,009.00)	(\$2,307,500.00)	(\$2,622,234.00)

Fire Department

<i>Income</i>	\$49,597.00	\$49,735.54	\$36,575.00	\$38,475.00	\$35,875.00
<i>Expense</i>	\$1,474,789.00	\$1,373,175.49	\$1,818,095.00	\$1,801,022.00	\$1,823,880.00
<i>Net Surplus/(deficit)</i>	(\$1,425,192.00)	(\$1,323,439.95)	(\$1,781,520.00)	(\$1,762,547.00)	(\$1,788,005.00)

Emergency Management

<i>Income</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>Expense</i>	\$893.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00
<i>Net Surplus/(deficit)</i>	(\$893.00)	\$0.00	(\$1,000.00)	\$0.00	(\$1,000.00)

Municipal Court

<i>Income</i>	\$336,459.00	\$229,597.35	\$263,200.00	\$237,700.00	\$262,200.00
<i>Expense</i>	\$181,090.00	\$183,593.98	\$197,174.00	\$180,864.00	\$196,754.00
<i>Net Surplus/(deficit)</i>	\$155,369.00	\$46,003.37	\$66,026.00	\$56,836.00	\$65,446.00

Public Works Administration

<i>Income</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>Expense</i>	\$175,903.00	\$128,020.04	\$79,608.00	\$126,539.00	\$76,078.00
<i>Net Surplus/(deficit)</i>	(\$175,903.00)	(\$128,020.04)	(\$79,608.00)	(\$126,539.00)	(\$76,078.00)

Street Department

<i>Income</i>	\$315,377.00	\$318,958.39	\$309,700.00	\$316,095.00	\$314,915.00
<i>Expense</i>	\$1,066,776.00	\$905,718.92	\$1,894,263.00	\$1,630,257.00	\$1,182,984.00
<i>Net Surplus/(deficit)</i>	(\$751,399.00)	(\$586,760.53)	(\$1,584,563.00)	(\$1,314,162.00)	(\$868,069.00)

Citizens Coll. Station

<i>Income</i>	\$25,285.00	\$28,442.86	\$23,450.00	\$20,350.00	\$25,400.00
<i>Expense</i>	\$24,661.00	\$32,783.71	\$32,588.00	\$32,072.00	\$37,319.00
<i>Net Surplus/(deficit)</i>	\$624.00	(\$4,340.85)	(\$9,138.00)	(\$11,722.00)	(\$11,919.00)

Utility Billing and Collection

<i>Income</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>Expense</i>	\$222,226.00	\$222,626.65	\$251,008.00	\$218,813.00	\$241,773.00
<i>Net Surplus/(deficit)</i>	(\$222,226.00)	(\$222,626.65)	(\$251,008.00)	(\$218,813.00)	(\$241,773.00)

Sanitation

<i>Income</i>	\$1,177,118.00	\$1,212,190.69	\$1,248,000.00	\$1,255,540.00	\$1,257,000.00
<i>Expense</i>	\$1,107,678.00	\$1,122,747.71	\$1,130,000.00	\$1,103,405.00	\$1,160,000.00
<i>Net Surplus/(deficit)</i>	\$69,440.00	\$89,442.98	\$118,000.00	\$152,135.00	\$97,000.00

General Fund Non Departmental

<i>Income</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>Expense</i>	\$671,349.00	\$636,637.57	\$670,645.00	\$610,935.00	\$696,914.00
<i>Net Surplus/(deficit)</i>	(\$671,349.00)	(\$636,637.57)	(\$670,645.00)	(\$610,935.00)	(\$696,914.00)

Water Distribution

<i>Income</i>	\$3,123,378.00	\$3,205,477.20	\$3,112,516.00	\$3,143,401.00	\$3,112,816.00
<i>Expense</i>	\$3,425,680.00	\$2,506,753.69	\$2,699,908.00	\$2,498,212.00	\$2,442,630.00
<i>Net Surplus/(deficit)</i>	(\$302,302.00)	\$698,723.51	\$412,608.00	\$645,189.00	\$670,186.00

Wastewater Collection

<i>Income</i>	\$1,899,742.00	\$1,907,313.21	\$1,887,000.00	\$1,883,420.00	\$1,881,000.00
<i>Expense</i>	\$358,419.00	\$434,654.23	\$528,426.00	\$422,646.00	\$748,672.00
<i>Net Surplus/(deficit)</i>	\$1,541,323.00	\$1,472,658.98	\$1,358,574.00	\$1,460,774.00	\$1,132,328.00

Wastewater Treatment Facility

<i>Income</i>	\$4,702.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>Expense</i>	\$831,446.00	\$971,889.28	\$965,545.00	\$1,029,522.00	\$1,055,200.00
<i>Net Surplus/(deficit)</i>	(\$826,744.00)	(\$971,889.28)	(\$965,545.00)	(\$1,029,522.00)	(\$1,055,200.00)

Water Non Departmental

<i>Income</i>	\$711,906.00	\$531,335.01	\$254,612.00	\$63,500.00	\$72,000.00
<i>Expense</i>		\$1,296,345.25	\$1,060,249.00	\$1,318,795.00	\$900,695.00
<i>Net Surplus/(deficit)</i>	\$108,220.00	(\$765,010.24)	(\$805,637.00)	(\$1,255,295.00)	(\$828,695.00)

Electric

<i>Income</i>	\$11,605,744.00	\$11,861,807.31	\$13,017,600.00	\$12,223,790.00	\$13,047,310.00
<i>Expense</i>	\$11,511,305.00	\$10,697,062.18	\$13,017,600.00	\$13,969,275.00	\$13,047,310.00
<i>Net Surplus/(deficit)</i>	\$94,439.00	\$1,164,745.13	\$0.00	(\$1,745,485.00)	\$0.00

Aviation

<i>Income</i>	\$138,829.00	\$111,247.61	\$140,600.00	\$122,600.00	\$138,850.00
<i>Expense</i>	\$199,014.00	\$161,883.31	\$140,600.00	\$115,175.00	\$109,651.00
<i>Net Surplus/(deficit)</i>	(\$60,185.00)	(\$50,635.70)	\$0.00	\$7,425.00	\$29,199.00

Animal Shelter

<i>Income</i>	\$235,289.00	\$207,754.01	\$231,077.00	\$198,569.00	\$230,652.00
<i>Expense</i>	\$235,289.00	\$193,729.07	\$231,077.00	\$198,569.00	\$231,077.00
<i>Net Surplus/(deficit)</i>	\$0.00	\$14,024.94	\$0.00	\$0.00	(\$425.00)

Golf Course

<i>Income</i>	\$634,679.00	\$649,346.11	\$708,575.00	\$655,231.00	\$735,540.00
<i>Expense</i>	\$691,332.30	\$649,346.11	\$708,575.00	\$652,951.00	\$735,540.00
<i>Net Surplus/(deficit)</i>	(\$56,653.30)	\$0.00	\$0.00	\$2,280.00	\$0.00

Operating Funds - Total

<i>Income</i>	\$28,442,040.00	\$28,500,470.90	\$31,527,661.00	\$30,350,388.00	\$30,867,158.00
<i>Expense</i>	\$27,843,940.30	\$26,537,853.56	\$31,527,661.00	\$31,163,527.00	\$30,592,116.00
<i>Net Surplus/(deficit)</i>	\$598,099.70	\$1,962,617.34	\$0.00	(\$813,139.00)	\$275,042.00

Rate Comparisons
As of 6/4/2020

	Kerrville*	Fredericksburg*	Marble Falls	Burnet*	Lampasas	Horseshoe Bay	Brady*	Llano*	Liberty Hill	Copperas Cove	CTEC*	HCEC	less than 2000 KWH	less than 500 KWH
Population (as of 2016 Census Bureau)	23,434	11,382	6,317	6,359	7,722	3,689	5,425	3,422	1,612	32,808				
Ad Valorem	0.551400	0.225600	0.634000	0.623700	0.395218	0.260000	0.409609	0.719360	0.500000	0.797908				
Net Taxable Value per capita	\$ 2,079,313,362.00	\$ 1,914,609,081.00	\$ 726,407,494.00	\$ 379,615,508.00	\$ 461,356,972.00	\$ 1,789,176,729.00	\$ 230,772,330.00	\$ 178,678,444.00	\$ 224,051,353.00	\$ 1,192,757,583.00				
Sales Tax per capita	\$ 88,731	168,214	114,992	59,697	59,746	485,003	42,539	52,215	138,990	36,356				
EDC	\$ 6,721,841.00	\$ 5,529,686.15	\$ 8,536,450.00	\$ 1,705,022.00	\$ 1,744,177.00	\$ 1,086,000.00	\$ 1,174,853.00	\$ 843,606.17	\$ 638,272.76	\$ 3,150,848.00				
Electric (2020) Residential	4B- .5%	no	4B- .5%	4B- .25%	4B- .25%	no	4B- .25%	4B- .5%	4B- .5%	4A-.375%				
500 kwh	\$ 66.26	\$ 52.02	\$ 72.59	\$ 57.60	\$ 63.54	\$ 72.59	\$ 71.25	\$ 51.00	\$ 72.59	Numerous Providers	\$ 70.10			
1,000 kwh	\$ 127.26	\$ 93.00	\$ 122.68	\$ 107.20	\$ 119.08	\$ 122.68	\$ 136.23	\$ 96.00	\$ 122.68		\$ 112.70			
2,000 kwh	\$ 249.26	\$ 174.98	\$ 222.86	\$ 206.40	\$ 230.16	\$ 222.86	\$ 254.25	\$ 216.00	\$ 222.86		\$ 197.90			
Small Commercial														
2,000 kwh	\$ 273.16	\$ 192.55	\$ 317.64	\$ 209.62	\$ 239.66	\$ 317.64	\$ 238.25	\$ 213.00	\$ 317.64		\$ 209.40			
Large Commercial														
10,000 kwh and 500 kw	\$ 5,793.10	\$ 2,093.92	\$ 2,630.94	\$ 1,997.62	\$ 4,110.60	\$ 2,630.94	\$ 2,933.25	\$ 1,936.00	\$ 2,630.94		\$ 4,122.00			
Water (2020) Residential														
5,000 gal	\$ 27.30	\$ 18.86	\$ 44.52	\$ 48.40	\$ 45.70	\$ 25.96	\$ 38.50	\$ 53.50	\$ 51.74	\$ 34.27	n/a			
10,000 gal	\$ 46.60	\$ 40.26	\$ 66.12	\$ 71.80	\$ 67.70	\$ 44.66	\$ 60.50	\$ 65.00	\$ 72.24	\$ 56.77	n/a			
Commercial														
50,000 gal	\$ 206.00	\$ 159.16	\$ 345.42	\$ 314.50	\$ 258.20	\$ 455.96	\$ 251.60	\$ 243.50	\$ 472.24	\$ 287.27	n/a			
100,000 gal	\$ 453.00	\$ 309.16	\$ 667.92	\$ 604.00	\$ 485.70	\$ 1,048.96	\$ 551.60	\$ 617.00	\$ 913.24	\$ 562.77	n/a			
Sewer (2020) Residential														
5,000 gal	\$ 34.85	\$ 26.60	\$ 37.65	\$ 55.00	\$ 40.20	\$ 44.32	\$ 30.55	\$ 73.43	\$ 44.35	\$ 42.00	n/a			
10,000 gal	\$ 60.70	\$ 43.20	\$ 57.15	\$ 80.00	\$ 57.70	\$ 44.32	\$ 43.50	\$ 82.48	\$ 44.35	\$ 72.00	n/a			
Commercial														
50,000 gal	\$ 284.00	\$ 213.00	\$ 213.15	\$ 280.00	\$ 201.70	\$ 339.52	\$ 210.65	\$ 187.68	\$ 54.35	\$ 312.00	n/a			
200,000 gal	\$ 1,109.00	\$ 822.00	\$ 798.15	\$ 1,030.00	\$ 726.70	\$ 1,323.52	\$ 788.15	\$ 654.24	\$ 54.35	\$ 1,212.00	n/a			

higher than City of Lampasas rates
 These communities utilize a retail electric pricing methodology that includes a distribution cost, and the cost of purchased wholesale electricity (dollars) divided by the total kwh sold to determine the cost per kwh charged to customers.
 The above example includes the wholesale cost + distribution charge only and does not account for line loss (recouped under this model), approximately 8% distribution and 2% LCRA, nor accounts for periods where kwh purchased exceed kwh sold.
 Examples from the communities are likely understated by 6%-10%.

THIS PAGE INTENTIONALLY LEFT BLANK



City Manager

ITEM NO. WORKSHOP-7

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

Subject:

Discussion regarding setting a date and time to discuss unfinished business from the Council Work Session held on July 7, 2021.

Requested By: Finley deGraffenried, City Manager

Submitted By: Finley deGraffenried, City Manager

Date Submitted: July 21, 2021

For the Agenda of: July 26, 2021

Procurement and Funding Statement:

Attachments:

Summary Statement:

This item has been placed on the workshop agenda to provide Council the opportunity to identify next steps including unfinished business. Staff has completed the meeting notes, comments and consensus, for Council review. Staff, through this workshop item, is seeking direction regarding follow-up timing, format and any additional information helpful to Council.

Proposed Planning Sessions:

Wednesday August 4, 2021 from 4:00-7:00 p.m. or 5:00 -8:00 p.m.

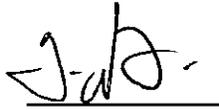
Wednesday August 12, 2021 from 4:00-7:00 p.m. or 5:00 -8:00 p.m.

Or in the alternative, based on Council commitments, these dates could be pushed out to September or October 2021.

Recommendation:

Discussion and direction only

THIS PAGE INTENTIONALLY LEFT BLANK


City Manager

ITEM NO. WORKSHOP-8

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

Subject:

Discussion regarding board term expirations, absenteeism and current vacancies

Requested By: Becky Sims, City Secretary

Submitted By: Becky Sims, City Secretary

Date Submitted: July 21, 2021

For the Agenda of: July 26, 2021

Procurement and Funding Statement:

N/A

Attachments: Presentation

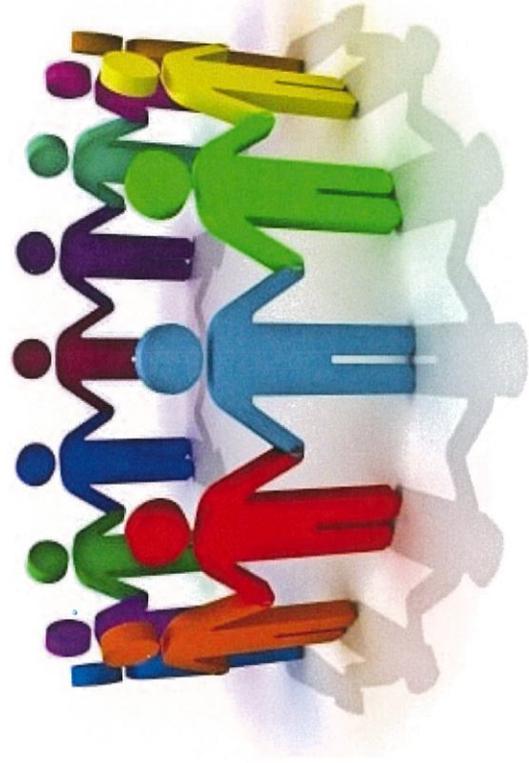
Summary Statement:

In September of each year we review the board term expirations. We currently have 26 board terms expiring September 30, 2021. We have 3 vacancies. During this time, we begin promoting volunteer opportunities for those whom may have an interest in one or more of the boards. This item has been placed on the workshop agenda to discuss recruitment and reappointment.

Recommendation:

Discussion Only

City of Lampasas Advisory Boards



“Volunteers are not paid because they are worthless, but because they are priceless”

- Do you feel led to volunteer?
- Do you want to make a difference?
- Do you want to learn about City Government?
- Do you want to be a part of the decision making that improves the Quality of Life?
- *If so, we have some great opportunities for you*



Airport Advisory Board

- The Airport Advisory Board shall advise the City Council, City Manager and Airport Manager on matters relating to the airport. This board meets the 2nd Wednesday of the month at 6:00 p.m.
- The Board shall be composed of five members, who are licensed pilots, appointed by the City Council. Each board member shall be appointed for a five-year term with one term expiring each year on September 30.
- *Currently there are no vacancies; however we always take applications
(this is subject to change at any given time)*



Capital Improvement Program Committee

- Meets as needed during City of Lampasas Budget preparation time. This board meets on Thursday's at noon.
- The purpose of the CIP committee is to assist the City Manager in conducting research, planning, and related work necessary to provide the City Council with a long term Capital Improvement Program plans for the city.
- 8 member committee
- *Currently there are no vacancies; however we always take applications (this is subject to change at any given time)*



Construction Board of Adjustments and Appeals

- This Board consists of five members who shall be appointed to serve by the City Council. This board meets once a month as needed on the 3rd Thursday at 8:00 a.m. The members shall, when possible, be representative of the following trades, groups, and professions:
 - (1) Mechanical contractor.
 - (2) Financial/mortgage lender/real estate.
 - (3) General contractor/builder.
 - (4) Electrical contractor.
 - (5) Plumbing contractor.



- The Construction Board of Adjustments and Appeals shall hear appeals and requests for variances from construction code requirements, as provided in this chapter. The board shall have no authority to waive requirements of the construction standards adopted in this chapter.
- The board shall submit to the City Council such recommendations for the adoption of the construction codes as it may from time to time deem necessary and to establish the minimum requirements to safeguard the public health, safety and general welfare, and provide safety to life and property from fire and other hazards attributed to the building environment.
- This Board is also responsible for approving abatement of substandard buildings
- *Currently 1 mechanical vacancy and 1 (alternate) (this is subject to change at any given time)*

Golf Course Advisory Board

- The Golf Course Advisory Board makes recommendations to the city regarding matters pertaining to the golf course. This board meets as needed.
- The Board shall be advisory in nature, and shall review recommended golf course policy to the City Council for ultimate implementation by the City staff. The Board shall make approved copies of its minutes available to the City Council, upon request. The Board shall also review the proposed five-year golf course capital improvements plan and make recommendations for same to insure the conformance of the golf course facilities and programs to modern standards.
- The Board shall consist of five members to be appointed by the City Council,
 - one member to be nominated by the Lampasas Golf Association (must be member of the Hancock Golf Course)
 - one member to be nominated by the Lampasas Ladies Golf Association (must be member of the Hancock Golf Course)
 - two positions shall be comprised of members of City Council and
 - one member shall be an at-large member
- *Currently there are no vacancies; however we always take applications
(this is subject to change at any given time)*



Lampasas Economic Development Corporation

- The Lampasas Economic Development Corporation is responsible for promoting the economic development of the community through the coordinated actions of the City and the Chamber of Commerce. This board meets on the 3rd Wednesday of each month
- The Lampasas Economic Development Corporation is composed of seven members who serve two year terms. The business and affairs of the Corporation shall be managed by the Board of Directors (7). Directors shall be appointed by the City Council, and at least three directors shall be persons who are not employees, officers, or members of the City Council. Each director shall be a resident of the City and/or County, or as otherwise provided by applicable State law, and each is entitled to one vote upon the business of the Corporation.
- The governing body of the Lampasas County Commissioners Court and the Lampasas Independent School Board of Trustees may, at their discretion, appoint and/or reappoint, on an annual basis, a representative of their respective governmental units who shall participate in the work of the Board in an "ex officio" capacity. Each ex officio representative shall serve on the Board for a term of (1) one year. Ex officio representatives shall be encouraged to attend and participate fully in the discussions of and work of the Board but, as per the limitations of the State law, ex officio members shall not have voting rights or responsibilities on the Board.
- *Currently there are no vacancies; however we always take applications
(this is subject to change at any given time)*



Library Advisory Board

- The Board shall be advisory in nature, and shall review and recommend library policy to the City Council for ultimate implementation by the City staff. The Board shall make approved copies of its minutes available to the City Council, upon request. The Board shall also review the proposed five-year library capital improvements plan and make recommendations for same to insure the conformance of the library facilities and programs to modern standards promulgated by the Texas State Library and Archives Commission.
- The Board shall consist of nine members, all of which shall be residents of the library service area as outlined in the library circulation policy. A majority of the board shall be made up of members who reside within the city limits. Members shall serve without compensation. The library director, or their designated representative, shall serve as an ex-officio member of the board. This board meets on the 2nd Monday of each month at 9:00 a.m.
- *Currently there are no vacancies; however we always take applications
(this is subject to change at any given time)*



Parks and Recreation Advisory Board

- The Board shall consist of nine members appointed by the City Council of which five members shall be residents and qualified voters of the city and four members may be residents and qualified voters of Lampasas County. This Board meets once a month on the 3rd Thursday at 6:00 pm.
- Where possible, board membership shall consist of at least one representative from each of the following organizations:
 - Adult Softball Association or Lampasas County Little League Association
 - Lampasas Chamber of Commerce
 - Lampasas Independent School District;
 - The Oran Milo Roberts Chapter of the Daughters of the Republic of Texas;
 - Lampasas Spring Ho Festival, Inc.
 - The remaining four places shall be at large.
- *Currently there are no vacancies; however we always take applications (this is subject to change at any given time)*



Parks and Recreation Advisory Board Cont.

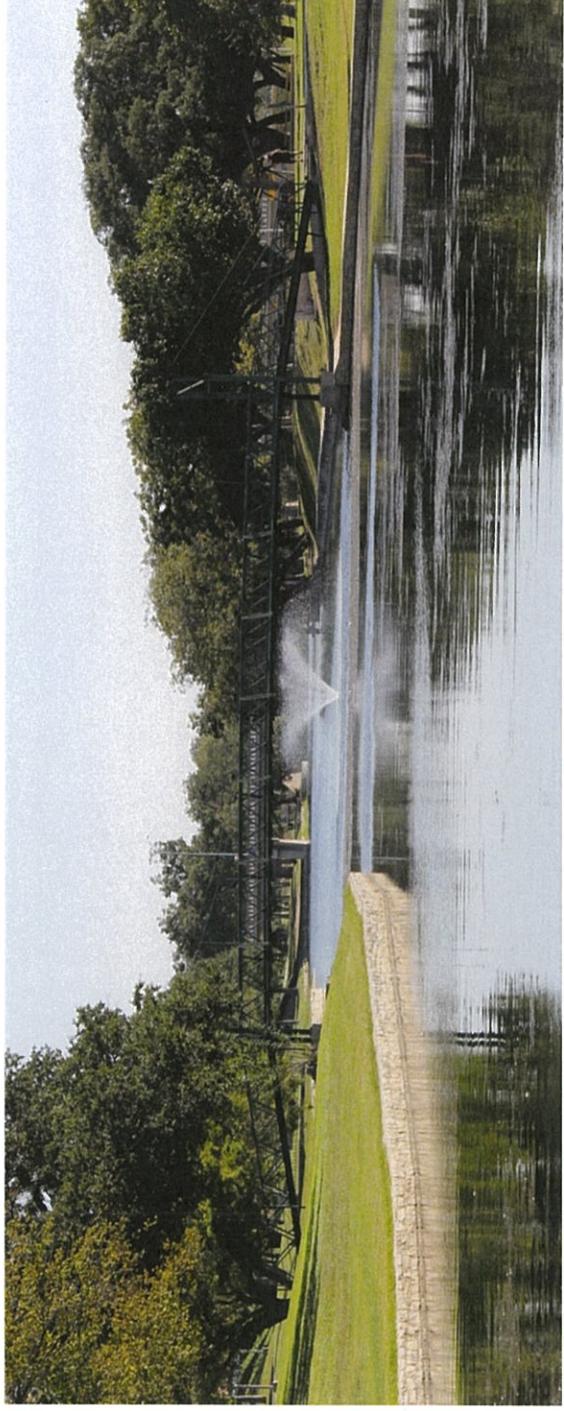
The Parks and Recreation Advisory Board shall have the power and it shall be its duty to:

- Make studies and project plans for the improvement of all existing and proposed public parks and recreation facilities and any lots or land, heretofore or hereafter devised or bequeathed to the City or purchased by such City for parks and recreation use, and make recommendations to the City Council for the development and improvement of such parks and recreation facilities.
- Aid and assist the City administration in procuring financial and other assistance for the improvement of public parks and recreation facilities from the state and federal government and their agencies.
- Conduct hearings, studies and surveys and make recommendations as directed by the City Council, City Manager, or City Community Development Director with regard to the use or acquisitions of assets, recreation programs, construction or upgrade of facilities, setting fees or making rules for facilities.
- Provide input to the annual budget process by developing estimates of costs for capital improvements and operations for existing or planned facilities in accordance with an agenda previously approved by the City Council.



Parks and Recreation Advisory Board Cont.

- Develop, and annually update, a comprehensive plan for parks, recreation facilities and cemeteries for the city; prioritize projects; determine funding; and project locations and timelines.
- Consult with representatives of athletic or other recreational organizations, cemetery associations, etc., who will be affected by the city recreation, parks or cemetery programs or facilities; negotiate, develop, review and amend contracts with associations, as necessary; and evaluate existing recreation programs and make recommendations for new programs.
- Consider other parks and recreation policies and capital issues as assigned by the City Council.



Planning and Zoning Commission

- In general, the Planning and Zoning Commission shall be an advisory body to the City Council, and shall make recommendations regarding amendments to the Comprehensive Plan, changes of zoning and zoning to be given to newly annexed areas, and shall make recommendations regarding the approval of plats of subdivisions as may be submitted to it for review and other planning related matters. The Planning and Zoning Commission shall conduct an annual review of the City's Comprehensive Plan and shall be prepared to make recommendations to the City Council as deemed necessary to keep the City's Comprehensive Plan current with changing conditions and trends and with the planning needs of the City. The Planning and Zoning Commission shall serve in an advisory capacity on any planning related item(s) in the City.
- City of Lampasas the "Planning and Zoning Commission", hereafter sometimes referred to as the "Commission", which shall consist of seven (7) members who are resident citizens, taxpayers and qualified voters of the City of Lampasas or Extraterritorial Jurisdiction (ETJ) and own real property inside the Lampasas City Limits. This board meets on the 1st Thursday of the month.
- *Currently there are no vacancies; however we always take applications (this is subject to change at any given time)*



Zoning Board of Adjustments

The Board of Adjustment meets on the 3rd Tuesday of the month at 6:00 p.m. and consists of (5) regular members and (4) alternate members who are resident citizens, taxpayers and qualified voters of the City of Lampasas or reside in the Extraterritorial Jurisdictions (ETJ) and own real property inside the City Limits and shall have the authority, subject to the standards established in Sections 211.008 to 211.011 of the Texas Local Government Code and those established herein, to exercise the following powers and perform the following duties:

- A. Hear and decide an appeal that alleges error in an order, requirement, decision or determination made by an administrative official in the enforcement of this Ordinance;
 - B. Authorize the expansion or continuation of a nonconforming use or structure; and
 - C. Authorize in specific cases a variance (see Section 9.6) from the terms of this Ordinance if the variance is not contrary to the public interest and, due to special conditions, a literal enforcement of the Ordinance would result in unnecessary hardship, and so that the spirit of this Ordinance is observed and substantial justice is done.
 - D. In exercising its authority under Subsection A above, the Board may reverse or affirm, in whole or in part, or modify the administrative official's order, requirement, decision or determination from which an appeal is taken and make the correct order, requirement, decision or determination, and for that purpose the Board has the same authority as the administrative official.
 - E. The concurring vote of at least four (4) members of the Board is necessary to:
 - 1. Reverse an order, requirement, decision or determination of an administrative official;
 - 2. Decide in favor of an applicant on a matter on which the Board is required to review under this Zoning Ordinance; or
 - 3. Authorize a variance from the terms of this Zoning Ordinance.
- *Currently there is one alternate vacancy (this is subject to change at any given time)*



BOARD RENEWALS					
Airport	N/A				
CBA	Ron Farr	Richard Procter	Johnny Sanders		
Golf	Joe Bell	Patsy Greaves	Richard Stockman	Jane Bumpus	
LEDC	Roland Schaub	Steve Hudson	Ronnie Vineyard		
Library	Kathryn Hail				
Parks	Diane Davis	Rick Rebando	Clay Harrington	Shirley Blake	Harvey Stinnett
P & Z	Jackie Baltrun	Reese Vann	James Skinner	Dorothy Person	
ZBA	Charley Kennington	Bob Caughron	Laurie Henderson	Danielle Shephard	
AZBOA	Gordon Thornton	Ron Jose			

BOARD MEMBER TERMS

AIRPORT	CIP	CBA	GOLF	LEDC
O'Hair- 2009	Williamson- 2007	Farr- 2005	Bell- 2013	Leavell- 2011
Elsa- 2020	Rathman- 2007	Procter-2005	Greaves-2013	Schaub- 2011
Fingerhut- 2019	Blake- 2007	Wilson-2019	Talbert- 2015	Talbert-2015
Lansford- 2005	Long- 2007	Butts- 2013	Stockman-2017	Hudson-2005
Cattles- 2004	McCauley- 2007	Sanders-2005	Bumpus-2015	Vineyard- 2011
K.Smith- 2019	Hodges- 2018	Hooten- 2013		Monroe-
	Leavell- 2018			
	Pearce 2021			
LIBRARY	PARKS	P&Z	ZBA	AZBOA
Hail- 2017	Gradel- 2006	Baltrun-2017	Hamilton- 2009	Fingerhut-2013
L. Walker-2020	Jones- 2015	Canales- 2017	Kennington-2019	Thornton-2013
J Walker-2015	Davis- 2017	Vann-2018	Harrell-2018	Cohen-2013
Martin- 2007	Bates-2019	Skinner-2015	Butts-2018	Jose-2017
D. Willis-2016	Rebando-2014	Jackson-2007	Caughron-2019	
Lansford- 2005	Lindeman-2016	McCauley-2019	Henderson-2005	
Hausmann-2005	Harrington-2015	Person- 2020	Shepard-2019	
Browder-2013	Blake-2004		Grayson- 2015	
Bozeman- 2020	Stinnett-2018			

Airport- Licensed Pilots

CBA- Trades

Golf- 2 members of Golf Assoc, 2 members of Council- 1 At-large

ZBA & P & Z must reside within the ETJ & own real property inside City Limits

EDC- 3 members City/County residents- 2 Council- 2 ex-officio (Commissioner/LISD)

Library- Must be within the Library Service area as defined by the library circulation policy; however, majority must be within the City Limits.

Parks- Specific Organizations-/4 At-large- 5 shall reside within the City Limits & be a qualified voter, 4 must reside within Lampasas County and be a qualified voter

THIS PAGE INTENTIONALLY LEFT BLANK

Minutes of the 2021 City Council Planning Session of the
 Governing Body of the City of Lampasas
 Wednesday, July 7, 2021
 Historic Hostess House
 1600 S. Hwy 281
 Lampasas, Texas 76550

Council Present

Mayor Monroe
 Randy Clark
 Mayor Pro-Tem Williamson
 Herb Pearce
 Bob Goodart
 Zachary Morris
 Cathy Kuehne

Staff Present

Finley deGraffenried, City Manager
 Becky Sims, City Secretary
 Van Sims, WWW Operations Manager
 Stephen Sewell, Plant Operations Supervisor
 Jody Cummings, Asst Police Chief
 Jeff Smith, Fire Chief
 Chris Eicher, Parks Director

I. Call to order

The session was called to order at 8:36 am

II. Welcome and Review Objectives, Expectations and Format of Session

Finley deGraffenried, City Manager discussed objectives for the session, to engage in open discussions, understanding processes, priorities, funding, where we are and where we are going. It is the hope that at the end of the session that the desired outcome is met.

Mayor Monroe welcomed everyone and thanked Staff for putting this together. She encouraged Council to engage in conversation and ask questions. She clarified that if any Council member would like items to be placed on the Council agenda they are entitled; however for any item to move forward it takes a vote of four Council members. Mr. deGraffenried reiterated that he will typically place an item on his City Manager Report for Council consideration and direction. If Council chooses to explore the various item it may be placed on Workshop at a future meeting, then move forward as an action item on the Regular Session.

III. Discussion regarding Council Satisfaction Survey

Due to time constraints this item was not discussed

IV. Presentations by Jones-Heroy & Associates and Reliance Architecture, LLC

Jason Jones, Jones-Heroy & Associates presented the City of Lampasas (City) and Ajinomoto Foods (AFNA) Pretreatment Facility and Main WWTP Solids Handling Improvements Preliminary Engineering Report (February 2021 Study)

Pretreatment Study Timeline

- November – December 2018: Developed Study Scope of Work with City Staff

- April – July 2019: Temporary WW Bypass Flow Meter Installed by City Staff
- January 2020: City Authorized Pretreatment Study with AFNA Cost Share
- April 2020 – June 2020: Study Directed Water Quality Data Collection by City Staff
- August – September 2020: Preliminary Findings Presented to City Staff and Council
- December 2020 – January 2021: Final Report Presented to City Staff and Council
- February 2021: Final Report Updated per AFNA Comments
- May 2021: Initial Meeting with City and AFNA Staff and Consultants
- June 2021: Meeting with City and AFNA Staff and Consultants to Discuss AFNA Proposal

Similarities Between AFNA Proposal and February 2021 Study

- Recognition that existing pretreatment facilities and onsite grease interceptors are undersized and overloaded.
- Similar hydraulic capacity requirements (average and peak wastewater flow)
- Recommendations include additional grease interceptor capacity, lift station upgrades, additional aeration capacity, and clarification improvements.

Differences Between AFNA Proposal and February 2021 Study

- Design Criteria: AFNA Proposal used flow values similar to the February 2021 Study, but water quality design assumptions are lower and based on a reduced dataset (BOD, TSS).
- Facility Sizing: February 2021 Study relied on minimum TCEQ requirements for basin sizing, AFNA Proposal relied on modified design practices and equipment standard in industrial pretreatment applications which results in smaller basin sizes.
- Proposed Improvements: February 2021 Study recommends utilizing standard treatment practices used in the municipal wastewater treatment industry and common to wastewater treatment plant operators, AFNA Proposal recommends package pretreatment technology common in industrial applications including Dissolved Air Flotation (DAF) or Suspended Air Flotation (SAF) clarifier. February 2021 Study recommends concrete basins for longevity versus steel basins assumed in the AFNA Proposal.
- FOG Removal: AFNA Proposal recommends onsite grease interceptors with a reduced capacity than what was recommended in the February 2021 Study (8,000 gallons versus 16,000 gallons).
- Solids Handling: AFNA Proposal did not consider the upgrades required at the City's solids handling facilities (digester basins, sludge belt press).
- Septic Haulers: AFNA Proposal did not consider the pretreatment of septic hauling waste which is currently being accepted directly into the Main WWTP.

Next Steps and Considerations

- City and JHA to review operation, maintenance, and solids handling considerations of proposed DAF/SAF technology.
- JHA to confirm TCEQ requirements for facility design criteria on City owned pretreatment facilities, and review potential construction cost savings of proposed SAF / DAF technology.
- JHA to coordinate with AFNA Consultants to obtain calculations and clarify reasons for differences in water quality design criteria and facility sizing requirements.
- City and JHA to prepare memorandum summarizing AFNA Proposal review comments and additional information needs from AFNA.
- City to install recommended bypass flow meter and composite sampling station.
- AFNA continuing to pursue its consultant's recommendations to install onsite grease interceptors based on agreed upon sizing requirements.
- AFNA continuing to pursue its consultant's process recommendations to reduce peak flows and frequency of plant washdowns per USDA requirements.
- JHA to prepare updated project recommendations and construction cost estimates for 'Phase 1 Pretreatment Facility Improvements'.

Antonio Naylor, Reliance Architecture, LLC presented the different scopes to be considered for the Hostess House Improvements, the various schemes include the following options:

- Additional bathroom and elevator access from ballroom
- Mechanical upgrades
- Additional storage on both floors
- Improved Kitchen (Catering)
- Lighting Improvements
- Covered Outdoor Area
- Safety improvements to pool area by stairs
- Railing Improvements (structural engineer review)
- Replace Wood Screening (CMU Wall)
- Possible Storage (crawl space)
- Increase Occupancy

Things to consider:

Scope of Project

Project Start Time/End Time

Reservation Cut-Off

Investment in the Community/Tourism as ROI

V. Discussion regarding Hot Fund Projects

Council toured the Historic Colored School located on College Street. The hope is that the building can be utilized as a small public meeting space or event venue. There were some initial electrical and mechanical improvements in 2017. There are finishing touches that need to be done and the building will need a bathroom. Council asked for the initial scope of rehabilitation and specific uses to be outlined.

Council had the opportunity to tour the New Hope Baptist Church that is located next to the Historic Colored School. The City has been given the opportunity to oversee the future of the Church building. It has potential to be an extension of the Historic Colored School as an extended venue area and provide the needed bathrooms.

Antonio Naylor, Reliance Architect provided Council with his initial thoughts of the building. The building has great bones, has been cared for over the years; while it will need a geo tech survey and possible structural engineer assessment it would greatly compliment the Historic Colored School.

Council discussion included the following for HOT Fund Projects

- *Hostess House is Priority*
- *Project Costs for Campbell Park Pavilion- \$125K*
- *Skate Park- 3-4K*
 - *Community Fundraising/Outreach*
 - *Contract-Design?*
 - *Concept Plan*
 - *Add ons*
 - *Lighting*
 - *Ada*
 - *Landscaping*
 - *Next steps*
- *Campbell Park, Hanna Springs, Nature Park*
 - *Additional Parking Needs*
- *580 Sports Park Bike & Hike Trail*
 - *Scope Options*
 - *Local relationships*
 - *Volunteer opportunities*
- *Wayfinding signage*
 - *Local Attractions Map*
- *Fencing/Deck- Hanna Springs*
- *Community Contributions (Chamber Events etc.)*
- *New Hope Baptist Church*
 - *Community Outreach*
 - *Church/Government*
 - *Historical Marking?*
 - *Rehabilitation Costs?*

- *Consensus that project was more appropriate to private funding assistance rather than City participation.*

VI. Discussion regarding City Projects

Budgeted

- *East Third Paving and Rehab*
- *Water Meter Installation*
- *MY GOV Implementation*
- *Public Safety Communications*
- *Cemetery Pole Barn*
- *Brook Park Retaining Wall*
- *Comprehensive Plan*
- *Upper Pressure Plan Study*
- *IT Building Improvements*
- *Chip Readers*
- *Electric Extensions (Developments)*
- *Sweeper*
- *Vac Truck*

Emergency

- *West Third Culvert Replacement*
- *East Avenue H Culvert & Undermining*

HOT Fund

- *Campbell Park Pavilion*
- *Skate Park*
- *Hostess House Rehab*
- *580 Hike & Bike Trails*

LEDC

- *Business Park Phase I Infrastructure*

Unbudgeted

- *Pre-treatment Upgrades*
- *Interceptor Evaluation*
- *2020 CDBG*
- *Internet Deployment*
- *Industrial Park Property*

CIP Report- present to Council July 12, 2021

Comprehensive Plan-

- *Adopted April 2021*
- *Final Plan Received from Halff & Assoc-*
- *Provided to Council July 2, 2021.*
- *Implementation will be a Step Process*
- *Staff & Council Engagement*

FY21-22 Budget

- *Initial Roll Out July 26, 2021*
- *Department Review with CM*
- *Department Presentations with Council*

Organizational Structure/Development/ Compensation

Current Staffing-

- *Identify needs/gaps*

Organizational Structure and Positions for Future

- *ACM Responsibilities*
- *Fire Department-Proposed Restructure*

Third Party Assessment- Not favored by Council at this time

Personnel Goals

- *Increase Competency & Efficiency*
- *Ensure Fair Compensation*
- *Improve Customer Service*
- *Improve Quality of Candidates*

VII. Discussion and Development of 2021 Council Work Plan

Due to time constraints this item was not discussed

VIII. Review and Summary of Identified Tasks/Unfinished Business

This will be created as the remaining items are discussed

IX. Adjourn and Tour of City Facilities

Business was finished for the day at approximately 3:45 p.m. Tours of City Facilities will be scheduled at Council request.

PASSED AND APPROVED this _____ day of _____, 2021.

TJ Monroe, Mayor

ATTEST:

Becky Sims, City Secretary

**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, July 12, 2021
5:30 p.m. Joint Workshop
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 Monroe presiding.

Council Members Present:

Cathy Kuehne
Randy Clark
Chuck Williamson
Zachary Morris
Herb Pearce
Bob Goodart

City Staff Present:

Finley deGraffenried, City Manager
Becky Sims, City Secretary
Yvonne Moreno, Finance Director
Monica Wright, IT Director
Sammy Bailey, Police Chief
Jody Cummings, Assistant Police Chief
Joe Schwartz, Animal Control Officer
Jeffrey Smith, Fire Chief
Lupe Charping, Administrative Secretary
Chris Eicher, Parks Director

Council Members Absent:

N/A

CIP Members Present:

Donnell Rathman
Dianna Hodges
Bob McCauley
Shirley Blake
Chuck Williamson
Herb Pearce

CIP Members Absent:

Neal Leavell
Gail Long

**JOINT WORKSHOP SESSION
MEZZAINE LEVEL**

1. Call to order Joint Workshop Session

Mayor Monroe called the Joint Workshop Session to order at 5:31 p.m.

2. Presentation and discussion of Capital Improvement Committee Report for FY 2022-FY 2027

Finley deGraffenried, City Manager presented the following from the CIP report:

- Funding Statement
 - Role of CIP
 - Project Prioritization
 - Initiation of Projects is vested in City Council
- Definitions
 - #1- Items or Priorities that address Administrative Orders, Violations from State or Federal Agencies, Compliance Issues, Accessibility Issues or items that address Public Health & Safety
 - #2- Items that improve System Efficiency, Public Safety, and Capacity or items that will minimize future operating costs and Economic Development Projects.
 - #3- Items that improve Public Perception, Cultural or Recreational Enhancements or have a positive Visual Impact for the City.
 - #4- Items that may be considered Mayor Maintenance or Repair of Existing Facilities

- Summary Overview
 - Committee held eight (8) meetings since March 2021
 - Recognition of Committee for their input and direction
 - Review of CIP Agendas
 - Items discussed that do not directly relate to Projects or Facilities
 - Frequency of meetings throughout the year
 - Impact of growth related to Public Safety and Utilities (Infrastructure)
 - Joint Meetings with Stakeholders
 - Support of WCID (Flood Control Dams)
 - Impact of Comprehensive Plan
 - Impact of Solar Eclipse
 - Overall Drainage Issues
- Areas of Emphasis
 - Expanded Internet Options, Services and Speed
 - Development and extension of utilities in Phase 1 of Business Park by LEDC.
 - Impacts of growth related to Infrastructure and Public Safety
 - Upgrades to Hostess House, Historic Colored School, and possibility of New Hope Baptist Church as public venues.
 - Implementation and added capacity and mobile functionality for SCADA Technology
 - Support of WCID and their efforts to update Dam No.6 to High Hazard Standards.
 - Develop specific strategies for the implementation of the Comprehensive Plan
 - Wayfinding and consistent branding and promotion of City facilities and tourism attractions
- Public Facilities
 - Review of Public Facilities continues to be a major focus of the CIP Committee. During this past year Council has directed Staff to focus on procurement and design related to the Campbell Park Pavilion and Skate Park, and upgrades to the Hostess House. Bathrooms have been upgraded at the Street/Electric Shop, and doors and windows have been installed at the IT Building.
 - Other areas include, investigation of the New Hope Baptist Church as a complimentary facility to the Historic Colored School, exterior and basement enhancements to the Calvert Municipal Building and to begin planning for a possible Fire Department Sub-Station.
- CIP FY 2021-FY 2025
 - The Committee has identified and programmed 89 projects to meet the needs of the City in the next five (5) years. In addition to the traditional Brick and Mortar, Park, Road and Infrastructure Projects; the report also includes additional categories for Apparatus and Equipment, Planning & Technology Projects. A few of the highlighted projects include street improvements, water looping projects, pre-treatment facility, 580 Sports Park enhancements, Comprehensive Plan, Parks Master Plan, Zoning Regulations, Drainage Projects, SCADA upgrades and Wayfinding Signage.
- Open Discussion:
 - Wayfinding Signage
 - Align signage with logo/color scheme
 - Map of attractions
 - Committee to identify needs
 - Phased Project
 - Powerpoint to Council
 - Eclipse
 - April 8., 2024
 - Lampasas is #3 for places to view the Eclipse
 - In 2017- City similar to Lampasas had over 100,000 visitors during this event
 - RV Parks are already starting to book for the event and some are booked
 - Establish Committee
 - Reach out to other Cities to see how they prepared in the past or preparing now
 - Port-O-Potties, Traffic Control, Fuel, Food, Public Safety

- Market Event- activities, safety glass, t-shirts

3. Adjourn Joint Workshop Session and Convene to Council Chambers

The joint session adjourned at 6:16 p.m., Council took at a 10-minute break before going into the Workshop Session in the City Council Chambers

WORKSHOP SESSION COUNCIL CHAMBERS
--

1. Call to order Workshop Session

Mayor Monroe called the Workshop Session to order at 6:29 p.m.

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

Chief Smith provided the following updates:

- State of Texas Active Cases- 25,684
- Total hospitalized in the State of Texas- 1,961
- 3,814 are completely vaccinated in Lampasas County
- 4,484 have received at least one vaccine

3. Discussion regarding the Final Draft of the City Council Orientation Handbook.

Becky Sims, City Secretary provided the opportunity for Council to provide any additional feedback or comments prior to approval. Council member Clark asked that modifications be made to the color theme of the workbook, Mayor Pro Tem Williamson questions and feedback were addressed.

4. Discussion and debrief regarding Council Work Session.

Finley deGraffenried, City Manager advised that Staff is still preparing and organizing meeting notes from the Work Session. There were several items that still need to be addressed. At this time Staff is seeking Council direction on future meetings to discuss the remaining items; keeping in mind that budget will be a topic item as well going forward. The consensus from Council is to look at another work session opportunity. At the next Council Meeting; proposed meeting dates, times & formats will be provided.

5. Discussion regarding Final Draft Livestock/Fowl Ordinance.

Sammy Bailey, Police Chief advised that the Ordinance has been discussed over the last four (4) months, several Workshop Sessions and one Town Hall Meeting, Staff has engaged the public in obtaining feedback and reached out to those citizens that may be directly affected. The Ordinance has been reviewed by City Attorney, JC Brown and Municipal Prosecuting Attorney, Jackie Baltrun. The areas covered are as follow:

- Prohibited Animals
- Animal Units
- Enclosures/Distance from property
- Animal Density
- Permits
- Exemptions/Exceptions/Waivers

- Penalties
- Grandfathered through January 2022.

6. Discussion regarding FY 2021/2022 Budget.

City Manager deGraffenried advised Council that Staff is not exactly where we normally are at this time of year. We still have work to do, Water and Wastewater Department still needs to be included in overall numbers. Internal department budget reviews will be conducted the week of July 19, 2021. The budget rollout will be ready for the July 26, 2021 meeting. We are tentatively planning for Department Presentations on August 2, 2021. Council will need to approve the budget by the second Monday in September.

7. Discussion regarding any item on the regular agenda

There was no discussion

8. Adjourn Workshop Session

The Workshop Session adjourned at 6:53 p.m. and without objection Council went directly into Regular Session.

REGULAR SESSION

ANNOUNCEMENTS

A. Call to Order

Mayor Monroe called the Regular Session to order at 6:54 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

	PUBLIC HEARINGS/CITIZEN COMMENTS
--	---

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

There were no citizen comments

1.2	Citizen comments- Any citizen who desires to address the City Council on a matter that is included on the Agenda may do so at this time.
-----	---

There were no citizen comments

2.0	MINUTES
-----	----------------

2.1	Discussion and possible action concerning approval of minutes of the Regular Meeting on June 28, 2021
-----	---

Mayor Pro-Tem Williamson moved to approve the minutes as presented, the motion was seconded by Council member Clark 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 June 1, 2021- June 30, 2021
3.2	Discussion and possible action regarding the May 2021 Investment Report

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

4.0	BOARDS/DEPARTMENT REPORTS
-----	---------------------------

Chris Eicher, Parks Director presented her annual report to Council that detailed the following:

- Recognized Staff
 - Parks Director- Chris Eicher
 - Parks Secretary-Vicki Tower
 - Parks Superintendent- Jessie Acosta
 - Parks Technician- Dave Paddie, John Grantland, Abel Palacio, Rodney Kepler
 - Cemetery Crew Leader- Duane Griffith
 - Cemetery Care Takers- Jacob Rivera, Josh Palacio
 - Sports Facilities Crew Leader- Vacant
 - Sports Facilities Technicians- Marcial Chapa, Nick Geagley
 - 27 Seasonal Pool Employees
- Over 600 acres of property to maintain
- General Building Maintenance
- Directly involved in over 30 events annually

5.0	ROUTINE MATTERS
5.1	City Manager's Operational Report

City Manager deGraffenried reviewed his report:

- Golf Course Similar to our Parks and the free flow pool, our Golf Course is now seeing a greater regional draw. The draw is due primarily to actions taken during the winter storm event to preserve and protect the greens. Although the pump and controls did experience some damage, repairs were made prior to the spring rains subsiding. Van reports that several central Texas courses had significant damage to their greens and were unable to recover over the spring resulting in increased play in Lampasas.

- LEDC The LEDC Board received notice this week of the resignation of President Charlie Pratus. Charlie had served on the Board since his September 2017 appointment by Council. The Board will likely review the resignation and replacement at their July 21 meeting.

- Roofs, Etc. A leaky roof at the Police Department, aggravated by the winter storm, was inspected by a TML Risk Pool on June 30th. Their inspection noted damage, other than normal wear and tear, that was covered and compensable under our policy. Although the City will pay out of pocket for depreciation and deductible, approximately \$42,000.00 of the \$53,000.00 expense will be covered. The City has also received notice that the 580 Sports Park sprinkler

controls, recently approved by Council, should be covered for replacement by TML. Staff acknowledges Becky Sims who coordinated with TML and their adjusters to submit claims.

Hidden Oaks

Staff have recently met with developers from Hillside Acres who are preparing to commence final platting and utility construction on their 4-acre, 12 lot subdivision. The Planning Commission will review and refer the final plat on August 5th, for Council consideration on August 9th. Per previous discussion, and the Development Agreement, the plat will not be filed until the infrastructure is complete, in place and accepted by the City.

Whataburger

Staff is pleased to report the tentative opening for Whataburger is July 15, 2021. Final hood and CO inspection should be conducted next week before doors are unlocked for the public.

5.2	MAYOR'S COMMENTS
-----	------------------

Mayor Monroe congratulated the Spring Ho Committee and City Employees for a successful Spring Ho Festival. It was a blessing for the community. She also wanted to recognize Mr. Andy Fish and the Heritage Foundation for a successful Second Street Celebration. Mayor Monroe also wanted to comment on the Planning Session; she thanked Staff for putting it together. She wanted to reiterate the importance of transparency in decision making and the importance of doing what is in the best interest of the community. She was disappointed at the in-depth discussions regarding items that were already in motion by Council. Workshop is the opportunity to discuss items and each should feel comfortable with the decisions that are made. We have the responsibility to ask questions. Please let her know if Council needs anything. We are on Council because the citizens voted for us. She looks forward to working with everyone on the current projects and the new projects that are coming our way. She is available should anyone need her for anything.

6.0	UNFINISHED BUSINESS
-----	---------------------

There was no unfinished business.

7.0	NEW BUSINESS
-----	--------------

7.1	Discussion and possible action regarding the Request for Proposal seeking qualified commercial prospects to build, expand or relocate their business to the Lampasas Industrial Park
-----	--

Council member Clark would like a review of the Industrial Park activity on an annual basis. Mayor Monroe, and Council members Morris and Pearce volunteered to be part of the review committee

Council member Morris moved to approve the Request for Proposal, Mayor Pro-Tem Williamson seconded the motion and with a unanimous vote the motion carried.

7.2	Discussion and acknowledgement of the Capital Improvement Program Committee (CIP) report for FY 2022- FY 2027
-----	---

Council member Clark moved to acknowledge the CIP Report for FY 2022-2027, the motion was seconded by Council member Kuehne and with a unanimous vote, the motion carried.

7.3	Discussion and adoption of the City Council Orientation Handbook that includes the Governance Policy.
-----	---

Mayor Pro Tem Williamson moved to adopt the City Council Orientation Handbook that includes the Governance Policy, the motion was seconded by Council member Morris and with a unanimous vote, the motion carried.

7.4	Discussion and possible action regarding the first reading of an Ordinance amending Chapter 10, Animal Code, Article III, "Livestock" Sections 10-145 thru Sections 10-175 of the Lampasas Code of Ordinance.
-----	---

Council member Kuehne moved to approve the first reading of an Ordinance amending Chapter 10, Animal Code, Article III, "Livestock" Sections 10-145 thru Sections 10-175 of the Lampasas Code of Ordinance, the motion was seconded by Council member Pearce and with a unanimous vote, the motion carried.

Council member Kuehne moved to adjourn into Executive Session at 7:16 p.m.; the motion was seconded by Mayor Pro Tem Williamson 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:

8.0	EXECUTIVE SESSION ITEMS
8.1	Section 551.074 (personnel matters), to deliberate the appointment, employment, evaluation, reassignment, duties of City Secretary; and other personnel matters as allowed by Texas Government Code, Chapter 551
8.2	Adjourn executive session and reconvene Regular Session

Council reconvened into Regular Session at 8:00 p.m.

REGULAR SESSION

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

There was no action taken in Executive Session

Mayor Pro Tem Williamson moved to adjourn the meeting at 8:00 p.m., the motion was seconded by Council member Kuehne and with a unanimous vote, the motion carried.

PASSED AND APPROVED this _____ day of _____, 2021.

TJ Monroe, Mayor

ATTEST:

Becky Sims, City Secretary

THIS PAGE INTENTIONALLY LEFT BLANK


City Manager

ITEM NO. 3.1

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

Subject:

Discussion and possible action regarding the second reading of an Ordinance amending Chapter 10, Animal Code, Article III, "Livestock" Sections 10-145 thru Sections 10-175 of the Lampasas Code of Ordinance.

Requested By: Sammy Bailey, Police Chief

Submitted by: Sammy Bailey, Police Chief

Date Submitted: July 8, 2021

For the agenda of: July 26, 2021

Procurement and Funding Statement:

N/A

Attachments: Final Ordinance

Summary Statement:

This is the second reading of an Ordinance

Recommendation:

To consider a motion to approve the second reading of an Ordinance amending Chapter 10, Animal Code, Article III, "Livestock" Sections 10-145 thru Sections 10-175 of the Lampasas Code of Ordinance.

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 AND UPDATING PROVISIONS THEREIN TO COMPLY WITH STATE LAW; REPEALING OBSOLETE, DUPLICATIVE, INEFFECTIVE AND UNNECESSARY PROVISIONS AS THEY PERTAIN TO THE CODE OF ORDINANCES WITHIN THE CITY OF LAMPASAS, AS THEY PERTAIN TO LIVESTOCK REGULATIONS, EXEMPTIONS, ENFORCEMENT, FINES; PROVIDING A SAVINGS AND SERVABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Lampasas is granted authority by the State of Texas to safeguard the health, safety, and general welfare of the City and its citizens; and

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

WHEREAS, after receipt of citizen complaints to the City of Lampasas and following the Lampasas Police Department's careful study and evaluation of the complaints alleged, the Chief of Police has recommended that the City Council amend the City's Code of Ordinances related to the livestock control, identified as Chapter 10, Article III - Livestock, 'Specific Definitions, Regulations, Enforcement and Fines', to detail regulations related to keeping, managing and raising livestock within the corporate jurisdiction of 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 managing and handling of 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, 'Animal Code', 'Article III Livestock' providing for definitions, detailing specific livestock regulations, exemptions, and enforcement of same, and providing for fines related to violations of the amended Code provisions, to be applicable within the corporate boundaries 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, further, the conditions in which animals are kept should be the responsibility of the owners and should be appropriate and humane so as to protect the animals, but also avoid nuisances and infringement on the peace and enjoyment of surrounding property, homes and 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: An animal that has been left behind, alone (with or without a known owner), without proper care or feeding, or an animal that has been permitted to be left in circumstances which might cause harm to the animal. See also Section 10-148 for further description.

Agricultural "AG" Exempt Property: Property that has been given the designation by the Lampasas Appraisal District as 'Agriculture Exempt'. This includes land that is primarily being used – and has been used for at least five of the past seven years – for agricultural purposes. For purposes of this definition, 'agricultural purposes' include crop production, livestock management, and beekeeping with hives maintained in agricultural quantities, and similar recognized agricultural activities.

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

- a. Large Animals: Large animals that are kept domestically, including but not limited to cows, horses, mules, burros, other ruminants and other equine.
- b. Medium Animals: Medium animals that are kept domestically, including but not limited to miniature livestock, sheep, and goats.
- c. Small Animals: Small animals that are kept domestically, including but not limited to fowl, guinea pigs, rats, mice, hamster, or gerbils.

Animal Control/Care Officer: A person designated by the state, or the city, who is qualified to perform the duties related to control and care of animals pursuant to the laws of the state and the ordinances of the city.

Animal Rescue Organization for Livestock: Any not-for-profit organization that has and maintains current tax-exempt status, under Section 501(c)(3) of the United States Internal Revenue Code, which rescues and places animals in foster or permanent homes. The term 'Animal Rescue Organizations' does not include any entity that breeds animals, or any entity that in exchange for payment, barter, or compensation of any type or kind,

obtains or relinquishes any animal 'for sale'. Animal Rescue Organizations may ask adoptive owners for reimbursement of the actual required medical and administrative fees related to the adopted animal.

At Large: Any animal, including fowl and livestock, that is not restrained by some physical means to the premises of its owner or caretaker is deemed to be 'at large'. However, an animal, fowl, or livestock shall not be considered 'at large' when held and controlled by some person by means of a leash, chain of proper strength and length, or other proper restraint that safely and adequately controls the actions of the animal, fowl, or livestock, including while confined within a non-open bed vehicle or secured by a rope, leash, chain, pen, or cage 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 Animals: A cow, calf, steer, bull, or other animals in the bovine family; a chicken, goose, turkey, ducks, or other fowls in the Galliformes order; a horse, mule, donkey, or other animal of the equine family; a lamb, sheep, ewe, or other animals in the ovine family; or a goat, kid, or buck, or other animal in the caprine family; or hogs, pigs and swine, or other animals in the porcine family; rabbits, does, kits or other animals in the leporidae family. See also: Livestock, Fowl, Poultry, and Urban Fowl.

Caretaker: A person is subject to this chapter as the 'caretaker' of an animal and is presumed to be responsible for the control and care of 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/or 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, routinely feeding/watering or sheltering any Animal.

Department: The Lampasas Police Department.

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

Exotic Livestock: 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, exotic deer breeds, 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. See City of Lampasas Code of Ordinances Article IV-Exotic or Vicious Animals.

Fowl: 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. The term specifically includes the following:

- a. *Pullets*- an immature hen.
- b. *Cockerels*- an immature male chicken.
- c. *Exotic Fowl* - any avian species that is not indigenous to this state. The term includes ratites (see definition below) 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* -birds with a flat breastbone (lacking a keel on the breastbone), particularly of the various, mostly flightless birds, such as an ostrich, rhea, emu, moa, or kiwi, that also have small or rudimentary wings. .
- d. *Game Fowl* - birds of any various strains of domestic or feral fowl that has been bred or trained chiefly with the intent of fighting or using the bird in the activity commonly referred to as 'cockfighting'.

Grandfathered Animals: Animals that are exempted from the permitting required by this chapter, granted at the city's sole discretion, based on circumstances that related to cases when livestock was kept and managed by the current owner within the city's corporate limits, prior to the adoption of the code requiring a permit for keeping the animals.

Grazing for Brush Control: An activity by any entity that rents out grazing animals, primarily goat herds, for the purposed of clearing property and land of brush, weeds, unwanted grass or vegetation.

Habitual Public Nuisance Violator: An animal owner/caretaker convicted with three violations of this chapter, within a contiguous twelve (12) month period, is deemed to be a Habitual Public Nuisance Violator.

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

Impound: The placement of an animal in the Lampasas Animal Shelter or in a location that the city may deem appropriate or necessary for the care of the animal and/or taking control over and custody of an animal for the purpose of transporting the animal to an 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, consisting of all porcine species. Livestock includes but is not limited to: cows, horses, swine, mules, sheep, goats, llamas, alpacas, exotic livestock, elk, hogs, bison, buffalos, and any hybrid thereof, unless otherwise defined.

Noisy Animal: Animals that make a noise that is disruptive, annoying, or disturbing to a person of normal sensibilities, to include but not limited to the following:

1. Excessively makes disturbing noises, including, but not limited to continued and repeated howling, barking, whining, or other animal sounds or utterances that causes unreasonable annoyance, disturbance, or discomfort to neighbors or other humans in proximity to the premises where the animal is kept or harbored; including:
 - a. Any animal/fowl that barks, whines, howls, crows or makes other noise in an excessive, continuous startling manner, so to interfere with the reasonable use and enjoyment, if the premise/s occupied by humans is within 500 feet of the animal making the noises.
 - b. If noises described in (a) supra, occur between 11:00 p.m. and 6:00 a.m., it shall be prima facie evidence that the noise is 'unreasonable' and interferes with the use and enjoyment of premise/s occupied by humans within 500 feet of the animal making the noises.
 - c. It shall be a defense to prosecution for noise and disturbance by an animal, if it is shown that a person, other than the owner/caretaker of the animal provoked or taunted the animal and the noise was made by the animal as a reaction to the provocation.

Owner: A person owning, keeping, harboring, routinely feeding/watering, sheltering or acting as custodian or caretaker of an animal and includes:

- a. A minor's parent, guardian, or another adult with whom the minor resides, if the minor owns, harbors or cares for the animal.
- b. Temporary Owners, who are defined to be individuals who find an animal at large, who have the animal for fewer than thirty (30) days, are attempting to identify and locate the animal's true owner. On day thirty-one (31), the Temporary Owner is considered to be the owner as they have become the custodian and caretaker of the animal, provided that the original owner does not declare ownership or otherwise make themselves known.

Performing Animal Exhibition: Any spectacle, display, act or event, circuses and rodeos, temporarily in the city of Lampasas, in which livestock is a part of will not require a livestock permit.

Pet or Companion Animal: Any animal kept for pleasure, social companionship, or enjoyment, rather than for utility, labor, service or commercial purposes, including animals of species that have been bred and raised to live in or about the habitation of humans and that are 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, ferrets, gerbils, guinea pigs, pot-bellied pigs, turtles, reptiles, snakes, and domesticated rabbits. For purposes of this chapter, "livestock," "fowl," and "urban chickens" as defined herein shall not be considered pets or companion animals.

Poultry: Poultry is domesticated fowl, such as chickens, turkeys, ducks, and geese. Ratites are not considered poultry. The USDA classifies fowl and rabbits as poultry -as they may be referred to as poultry for 4-H, FFA, or other school related programs. To better identify the specific type of animal when referred to as poultry, the animal or animal unit shall be identified as either fowl or rabbits as within this chapter.

Public Nuisance Animal: Includes Livestock and Fowl, but is not limited to Livestock and Fowl, and refers to any animal identified and regulated by this chapter when:

- 1) The animal is found at large on three (3) occasions within any contiguous twelve (12) month period; or
- 2) The Animal damages the property of anyone other than its owner, including, but not limited to, soiling, urinating or defecating on private property owned or controlled by someone other than the animal's owner/caretaker, so long as the animal is found to have caused substantial damage or inconvenience by doing so; or
- 3) The Animal molests, chases, harms, intimidates or attacks pedestrians or passersby; or
- 4) The Animal chases vehicles, including bikes, skateboards, motorized cars, trucks, or other wheeled toys or vehicles; or
- 5) The Animal excessively makes disturbing noises, including, but not limited to continuing and repeated howling, barking, whining, or other animal sounds or utterances that cause unreasonable annoyance, disturbance, or discomfort to neighbors or other humans in proximity to the premises where the animal is kept or harbored; including; or
- 6) The animal/fowl barks, whines, howls, crows or makes other noise in an excessive, continuous startling manner, so to interfere with the reasonable use and enjoyment, if the premise/s occupied by humans is within 500 feet of the animal making the noise:
 - (a) If noises described in (a) supra, occur between 11:00 p.m. and 6:00 a.m., it shall be prima facie evidence that the noise is 'unreasonable' and interferes with the use and enjoyment of premise/s occupied by humans within 500 feet of the animal making the noises.
 - (b) It shall be a defense to prosecution for noise and disturbance by an animal, if it is shown that a person, other than the owner/caretaker of the animal provoked or taunted the animal and the noise was made as a reaction to that provocation.
- 7) The Animal 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, including, but not limited to:
 - (a) any animals, enclosures, objects, places, or conditions (such as fecal matter, garbage, or other organic wastes) that is a potential instrument or medium for odor and disease transmission,
 - (b) Any dead animal/s not lawfully disposed of and removed from the premise/s within 24 hours of its death.
- 8) A condition or place for keeping the animal is a breeding ground for flies, mosquitoes, or similar disease vectors.

- 9) The Animal causes an infestation of fleas, lice, ticks, or similar pests: or any condition that encourages or causes the harboring of rats, mice, rodents or similar vermin.
- 10) The animal is a dangerous animal that is not confined as required by the law, city ordinance, or by an Animal Control/Care officer; or
- 11) The animal is diseased and dangerous to public health; or
- 12) The animal(s) is/are maintained in violation of this chapter.

Public Nuisance:

1. Maintaining any animal specified in this chapter and/or property in a condition that is unsanitary, or kept with a lack of cleanliness that poses a danger to the public health, welfare, or safety of the animal or animals housed thereon, or failing to maintain animals in a manner that reduces the probability of transmission of disease, including but not limited to:
 - a. Animals, enclosures, objects, places, or conditions that contain or are surrounded by fecal matter, garbage, rotten feed, or other organic wastes in a volume that is a potential instrument or medium for odor and disease transmission.
 - b. Any dead animal/s that are not lawfully disposed of and removed from a premise/s within 24 hours of the animal's death.
 - c. A condition or place that is a breeding ground for flies, mosquitoes or similar disease vectors.
 - d. Flea, tick or lice infestations.
 - e. Any condition that encourages or causes the harboring of rats, mice, other rodents or vermin.
2. Maintaining or causing conditions that are unsanitary in enclosures or immediate surroundings where the animal is kept or harbored. If animals are found to be kept in areas where manure or animal droppings have accumulated for a period of three (3) days (i.e., 72 hours), it shall be prima facie evidence that the enclosure/surroundings/environment is unsanitary and lacks cleanliness.
3. Maintaining or causing conditions that are offensive or dangerous to the public health, safety, or welfare by virtue of the number and/or types of animals maintained thereon, or that are maintained 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.

Single Family Residential Lot: A parcel of subdivided land, in the city, that is zoned for use and construction of one building, designed for and containing not more than two separate units, with facilities for living, sleeping, cooking, and eating therein. This type of parcel designation does not include condominium uses.

Temporary Permit: Permits that are issued that last for only a short or limited period of time; i.e., not permanent. A temporary permit may be issued pursuant 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 (3) temporary permits within any consecutive twelve (12) month period.

Urban Chicken: A species of chicken known as Gallus Domesticus, also referred to as the common chicken. Urban chickens are those fowl that are maintained in the city and suburban environment areas, pursuant to permits issued for same. See also definitions for Fowl, Poultry, Urban Fowl, and Barnyard Animals.

Veterinarian: A person who is duly licensed to practice veterinary medicine by the state board of veterinary examiners.

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 as, 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 that are expressly allowed to be kept by owners as domestic animals, as per this chapter. See City of Lampasas Code of Ordinances, Chapter 10 Animals Article IV-Exotic or Vicious Animals.

Wildlife: A general term for all wild, untamed animals. These include, but are not limited to, deer, birds, wild birds; such as geese and ducks, raccoons, opossum, skunks, feral hogs, porcupine, squirrels, coyotes, bats, alligators, bears, herons, mountain lions, nutria, bob-cats, etc.

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 the 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, their authorized designee, or other authorized city official with enforcement authority, 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.

Section 10-147. - Entry In or On Private Premises

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

If the person keeping animals, fowl, livestock, wildlife, or wild animals 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 having care, custody, or control over the animals to the area or places in or on the private premise where animals are kept.

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 area housing the animals located on the exterior of the property, if animals are present there, on the private premises, for the purpose of correcting a threat to an animal's life.

The City of Lampasas Animal Control shall not issue permits, exemptions, waivers or temporary permits for wildlife or wild animals. Wildlife, wild animal permits are considered for issuance by the Department of Texas Parks and Wildlife for wildlife rehabilitation, Humane Organizations, or for research purposes, etc.

Section 10-148. - Abandoned Animal; Impoundment

1. It shall be unlawful for any person to abandon, leave, or turn any animal loose within the city limits of Lampasas.
2. Any animal left without proper food, water, or shelter (if shelter is necessary) for more than three (3) days (i.e., a 72 hour period) and/or any animal left in conditions that endanger the health, life, and safety of the animal is deemed to be 'abandoned' by its owner(s) and caretakers.
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, handler or caretaker 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.

1. Any Animal Control Officer or Peace Officer shall take up and impound animal(s) found by them or by any other person to be running at large in the city's corporate limits.
2. Animals found at large and impounded shall be turned over to the Lampasas Animal Shelter, or other authorized 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. Owners shall obtain annual permits for animals regulated by this chapter by application made through the Lampasas Animal Control Officer.
2. The city allows eight (8) rabbits or eight (8) fowl, or a combination of fowl and rabbits not to exceed eight (8), to be kept per residential lot. The number of animals, including fowls/rabbits may increase, thereafter, as the property size increases, as set forth in this chapter in Section 10-151.
3. No pens, enclosures, hutches, cages or other structures for any animal in this chapter will be permitted within twenty-five (25) feet of any adjoining residentially zoned property, or any building used for human habitation that does not belong to the owner of such animals.
4. An exemption to the enclosure distance restriction will be provided to the animal owner in cases where animals regulated by this chapter were present on the owner's property prior to the construction of the buildings for habitation on the adjoining property. This exemption shall apply only to the distance for animal enclosures and does not exempt the requirements for permitting and density restrictions, which become effective for all animals regulated by this chapter, effective January 1, 2022.
5. All animals shall be fed with constant and adequate amounts of nutritious food and such food shall be provided to animals in a clean, sanitary manner.
6. 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.
7. All animals shall be provided with clean, fresh, potable water in sufficient quantities to keep the animals hydrated for the existing environmental conditions.
8. 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 animals; those zones shall be classified by the zoning ordinance as agricultural, residential and, in some instances, as commercial.
9. It shall be unlawful to possess, harbor, or maintain a Habitual Public Nuisance Animal in the city limits of Lampasas.
10. It shall be unlawful to "tie out," stake, or otherwise anchor or chain an animal outside, for more than three (3) hours within a 24-hour period. Additionally,

any animal that is tied-out shall be provided water, food and adequate protection from the elements while tied-out.

- 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, without permission from the City of Lampasas.
 - b. Herding animals 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 horses, 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.
 - c. It shall be unlawful for any person to leave any Livestock or animal hitched or tied to any vehicle within the city of Lampasas without the animal being guarded or fastened as to prevent it from entering the street and preventing the animal from escaping and running away.
 - d. 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, stake, bench, sign, or fixture upon the sidewalks of the city.
 - e. It shall be unlawful for any person to tie, hitch or cause to be tied or hitched any livestock or animal to any tree, pole, fence, or dumpster upon any sidewalk, public street or public alley and upon the downtown area of Lampasas.
 - f. A person may not stake any animal at a location or in a manner that allows the animal to graze on or reach a public property.
 - g. 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. Exceptions are allowed for extenuating circumstances that requires the immediate herding of loose or 'at large' animals being brought to a safe location.
11. 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.
- a. The Animal Control Officer may require proof from a veterinarian of proper care, treatment and health of the animal.
 - b. It is an affirmative defense to prosecution under this chapter that the animal's treatment was directed by a licensed veterinarian.
12. When a structure is required for adequate shelter, then the structure shall:
- a. Be large enough for the animal to enter, stand, turn around and lie down in a natural manner; and,
 - b. Be large enough to prevent injury to the animal and keep the animal in good condition; and,
 - c. Keep the animal dry; and,
 - d. Provides the animal with natural or artificial shade; and,

- e. Protects the animal from excessive heat or cold and other adverse weather conditions; and,
 - f. Be adequately ventilated; and,
 - g. Not confine the animal to an extent that it is forced to stand, sit, or lie in its own excrement.
13. The owner/caretaker of the animal shall ensure that both the animal, and the area/shelter provided for the animal are properly maintained to prevent odor, health or sanitation problems.
 14. Fences for pens, corrals, gates and similar enclosures must be of a sufficient height and strength to retain animals and to safely keep the animals on the owner's property.
 15. All poultry, fowl, barnyard fowl, and/or urban fowl shall be properly penned and contained and the containment area(s) for such fowl shall be at least twenty (20) square feet per fowl and no pens, enclosures, hutches, cages or other structures for any animal in this chapter will be permitted within twenty five (25) feet of any adjoining residentially zoned property, or any building used for human habitation that does not belong to the owner of such animals.
 16. All rabbits and small animals shall be properly contained in pens, hutches, or areas that are at least nine (9) square feet per rabbit or small animal and no pens, enclosures, hutches, cages or other structures for any animal in this chapter will be permitted within twenty-five (25) feet of any adjoining residentially zoned property, or any building used for human habitation that does not belong to the owner of such animals.
 17. Electrical and barbed-wire fences are prohibited as perimeter fencing where animals are kept, except as perimeter fencing for containment of farm animals on property that is at least five (5) or more acres.

Section 10-151. - Animal Density

Animals, barnyard animals and livestock come in many shapes and sizes. The amount of pasture needed to sustain animals, barnyard animals and livestock depends upon where they are kept, what type of livestock is kept, and the amount of forage available in the area that the animals, barnyard animals and livestock are kept. The City of Lampasas allows the following:

1. Permitted Livestock may be allowed in areas of the city limits of Lampasas as per the City's Code of Ordinances.
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 set out in this chapter, without a waiver, exemption, or exception granted by the city, in writing.
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. Animal Density Large Sized Animals.

One (1) Cow = One (1) animal unit per acre of land, not allowed on a residential lot up to one acre.

One (1) horse = One (1) animal unit per acre of land, not allowed on a residential lot up to one acre.

One (1) mule or burro= One (1) animal unit per acre of land, not allowed on a residential lot up to one acre.

b. Animal Density Medium Sized Animals:

Eight (8) miniature livestock = One (1) animal unit per acre of land, half (1/2) an animal unit is allowed on half (1/2) an acre of land.

Eight (8) sheep= One (1) animal unit per acre of land, half (1/2) an animal unit is allowed on half an (1/2) an acre of land.

Eight (8) goats=One (1) animal unit per acre of land, half (1/2) an animal unit is allowed on an half (1/2) acre

c. Animal Density Small Sized Animals:

Eight (8) Fowl=One (1) animal unit per residential lot.

Eight (8) Rabbits=One (1) animal unit per residential lot.

(3. a.) Large Livestock Animal Chart

Large Animal per animal unit allowed on land	Animal unit allowed on One-half (1/2) acre.	1 Animal unit allowed on 1 acre	Animal units allowed on additional acres. 1 animal unit per acre. Chart Examples: 3 acres	Animal units allowed on additional acres is 1 animal unit per acre. Chart Examples: 5 acres	Ag. Exempt	Setback requirement is twenty five (25) feet of any adjoining residentially zoned property, or any building used for human habitation that does not belong to the owner of such animals.
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 1 Horse, mule, donkey, or other equine	0	1	3	5	Per Exemption	25 feet
Above Off-Spring	0	Exempted until weaned	Exempted until weaned	Exempted until weaned	Per Exemption	25 feet
1 animal unit only with at least one acre of land: 1 Domestic Pot-Bellied Pig	0	1 Unit only	1 Unit only	1 Unit only	1 Unit only	25 feet

3.b.) Medium Livestock Chart

Medium Half (1/2) an Animal Unit allowed on Half (1/2) of an acre of land.	1/2 acre 1/2 animal unit per acre	1 acre 1 animal unit per acre	1 animal unit per acre. Chart Examples: 3 acres	1 animal unit per acre. Chart Examples: 5 acres	Per Exemption	Setback requirement is twenty-five (25) feet of any adjoining residentially zoned property, or any building used for human habitation that does not belong to the owner of such animals
Allowable 1/2 animal units	Number of animals allowed	Number of animals allowed	Number of animals allowed	Number of animals allowed	Per exemption	25 feet
1 animal unit 8 Sheep	4	8	24	40	Per Exemption	25 feet
1 animal unit 8 Goats	4	8	24	40	Per Exemption	25 feet
1 animal unit 8 Miniature Livestock	4	8	24	40	Per Exemption	25 feet
Above Off-Spring	Exempted until weaned	Exempted until weaned	Exempted until weaned	Exempted until weaned	Per Exemption	25 feet

(3.c.) Small Animal Livestock Charts

Animal Unit	Single Family Residential Lot	More than one Single Family Residential Lot	1 animal unit per acre. Chart Examples: Various Acres	1 animal unit per acre. Chart Examples: Various Acres	Per Exemption	Setback requirement is twenty-five (25) feet of any adjoining residentially zoned property, or any building used for human habitation that does not belong to the owner of such animals
Fowl						
	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
Roosters	Prohibited	Prohibited	Prohibited	Prohibited	Per Exemption	Not allowed
Above Off-Spring-	Exempted 4 months-Pullets @ 4 months considered part of an animal unit.	Exempted 4 months-Pullets @ 4 months considered part of an animal unit.	Exempted 4 months-Pullets @ 4 months considered part of an animal unit.	Exempted 4 months-Pullets @ 4 months considered part of an animal unit.	Per Exemption	25 feet
Males/Cockerels 4 months-	Prohibited after 4 months	Per Exemption				
Pigeons and other domestic birds	See Fowl Above	See Fowl Above	See Fowl Above	See Fowl Above	Per Exemption	25 feet
Rabbits						
	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	

Combination of Animal Units (as Animal Units is used in the above shown Density Chart) will be allowed and will depend on the type of Animal Units and the acreage of the land, which will be noted on the permits provided under this chapter.

Examples Include: Four (4) fowl and Four (4) rabbits (poultry) for a combined total of eight (8) which is one (1) animal unit on one single family residential lot up to one acre is allowed or any combination thereof.

For any other livestock not specifically listed in the chart above, 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 for a 'large animal'. If the animal is similar in size to a sheep, goat, llama or alpaca, then those animals will equal one animal unit for a 'medium animal', etc.

Offspring shall be exempt from the animal limitation until being weaned, except for fowl offspring, which is exempt for a period of 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, bodies of water and/or any enclosed or fenced area that are not accessible to the livestock for grazing or roaming.

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 any adjoining residentially zoned property, or any building used for human habitation that does not belong to the owner of such animals.

Section 10-153. -Prohibited Animals

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 potbellied pigs with the exception of one (1) Companion Pot-Bellied Pig, as allowed with the provisions stated in Section 10-161 Domestic Pot-Bellied Pigs.
2. Any species of ratites are not allowed on less than 5 acres of land,
3. Roosters, cockerels when over 4 months of age,
4. Any guinea, guinea fowl, peafowl, or fighter fowl breeds,
5. Any animal that is a Habitual Public Nuisance Animal.

See also City of Lampasas Code of Ordinances Chapter 10 Animals, Article IV-Exotic or Vicious Animals.

Section 10-154.- Slaughtering of Animals

It shall be unlawful for any non-commercial slaughtering of any cattle, horse, sheep, swine, or goats of any description within the city limits without a current and valid Personal Use Exemption, issued by the USDA, detailed by the Meat and Poultry Inspection Act.

1. Any slaughtering of animals shall be done in accordance with the Meat and Poultry Inspection Act and, when allowed, and slaughtering within the city limits, and
2. Must be done out of sight and sound of any adjoining properties or properties with 'lines of sight' of the slaughtering activities; and
3. Must include complete disposal of the carcass, bones, and blood and no animal byproducts shall be left on the property to decay; and

Shall not include any disposal of the carcass, bones, and blood in trash receptacles, where they will become a public nuisance by their odor and cause unhealthy conditions by rotting or decay and in violation of City of Lampasas Code of Ordinances Article III. Sanitary Sewer System, Section 82-123 Deposit of Excrement, Garbage, or Other Objectionable Waste, states, it shall be unlawful for any person to place, deposit, or permit to be deposited upon any public or private property within the city, or in any area under the jurisdiction of the city, any human or animal excrement, garbage, or other objectionable waste.

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 dispose of a dead animal or animal carcass found in the city limits, then the owner/caretaker will be responsible to the City for:
 - a. Cost of time of City of Lampasas employees, and
 - b. The reasonable cost of any equipment used,
 - c. Contract service fees, if required for animal disposal.
 - 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 dead animal remains, unless other arrangements/agreements have been made with the City of Lampasas Financial Director.
3. Any owner wishing to relinquish/surrender an unwanted animal that is regulated by this chapter to the Animal Control Officer or other authorized designee will be charged the appropriate fees that are set forth in Appendix A of the City Ordinances of Lampasas. This provision does not apply to animals found running

loose or that are 'at large' or found abandoned and are turned over to animal Control or the Lampasas Animal Shelter.

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 there is an accumulation of manure or animal droppings that have accumulated for three (3) days/72 hours.
4. Every person owning or leasing such premises where animals are kept in a residential or commercial district with adjoining residences and/or buildings used for human habitation or commercial occupation 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, if such creates a public nuisance odor or health and safety concern. If the Animal Control Officers finds it to be a nuisance where there are fly maggots and other pest in the manure, the manure and/or dropping shall be removed or treated so as to destroy the fly maggots or all other pests found the manure.
7. Manure, droppings or food waste from animals shall not be used for compost, if such creates a public nuisance odor or health and safety concern. It shall be *prima facie* evidence of a public nuisance or public health/odor concern if the city received complaints of odor, flies, or other vermin nuisances related to the placement of manure.

Section 10-157. - 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, braying, crowing, bawling, or otherwise.

2. If any animal/fowl barks, whines, brays, howls, crows or makes other noise in an excessive, loud, or continuous manner, so as 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 such noise 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 for noise and disturbance by an animal, if it is shown that a person, other than the owner/caretaker of the animal provoked or taunted the animal and the noise was made as a reaction to that provocation.

Section 10-158. -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.
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. Exception to this provision exist for any areas where hunting is permitted by law and for the protection of private property, so long as the property owner complies with all shooting and gun laws applicable to the area in the city.

Section 10-159. - Fowl

Permitting and maintaining fowl in the city of Lampasas is regulated as follows:

Single Family Residential Lot up to One (1) acre of land. No person shall have more than one animal unit of fowl on any single-family residential lot that is less than one (1) acre in size, in the city in an area zoned as agricultural or residential in the city limits of Lampasas.

1. No pens, enclosures, hutches, cages or other structures for any animal in this chapter will be permitted within twenty-five (25) feet of any adjoining residentially zoned property, or any building used for human habitation that does not belong to the owner of such animals.
2. 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.
3. A fenced yard shall not qualify as a pen, coop, or hutch for purposes of this chapter, related to keeping fowl in the city.

4. All pens, coops, hutches and exercise run for fowls shall be completely enclosed.
 - a. For a chicken that will be inside the run at all times (never able to roam freely), the coop/run is required to measure at least 10 square feet per fowl.
 - b. For coops, etc. that will contain more than one chicken, that will be inside at all times, the coop/run is required to measure at least 20 square feet per fowl.
5. The pen, coop, hutch or exercise run shall not be placed in the front yard of any property.
6. A person who keeps, harbors or maintains fowl, poultry, and 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 with sufficient food, potable water, adequate shelter, and protection from weather.
7. Male chickens/cockerels over four months of age are not allowed to be kept in the city.
8. 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.

Section 10-160. - Rabbits/Small Animals:

Single Family Residential Lot up to One (1) acre of land. No person shall have more than one small animal unit (e.g. rabbit) on any single-family residential lot that is less than one (1) acre in size, in the city in an area zoned as agricultural or residential in the city limits of Lampasas.

Rabbit/Small Animals enclosures used to keep the following:

- a. No pens, enclosures, hutches, cages or other structures for any animal in this chapter will be permitted within twenty-five (25) feet of any adjoining residentially zoned property, or any building used for human habitation that does not belong to the owner of such animals.
- b. Rabbits or other small animals, small livestock barnyard type animals shall be kept within pens, coops or hutches which meet the requirements of this chapter.
- c. Small animal pens, hutches and coops are required to have a minimum of nine (9) square feet per small animal/rabbit.
- d. A fenced yard may not qualify as a pen, coop or hutch for purposes of compliance with this provision.
- e. Pens, coops, hutches are not allowed in the front yard of any zoning district in the city for housing or keeping small animals, including rabbits.

Section 10-161. - Domestic Pot-Bellied Pigs

Pot-bellied pigs are a type of small, domesticated pig with a lighter band around its middle, native to Vietnam. They are small weighing about 80 to 150 lbs. and about 16 to 20 inches at the shoulder. They may be considered a pet depending on their lifestyle; such as it has been bred and raised to live in or about the habitation of humans and are dependent on people for food and shelter.

A domestic pot-bellied pig may meet this section definition of a pet or companion animal, if it is a household pet that is kept for the sole purpose of providing human companionship, meets the requirements of this section, and has a livestock permit issued by the City of Lampasas Police Department.

All requirements of this chapter shall be followed as they apply.

1. A pot-bellied pig may not be younger than six weeks of age and shall be spayed or neutered. The owner must provide with the permit application a written certification from a veterinarian that the pot-bellied pig is spayed or neutered and is no younger than six weeks of age.
2. As a pet, domestic pot-bellied pigs are not required to have a rabies vaccination; however, the owner must provide written certification from the veterinarian that within 30 days of the application for a permit that the domestic pot-bellied pig has been vaccinated against and/or has been blood tested, with negative status, for pseudorabies and for brucellosis.
3. The owner shall provide with the application a sworn affidavit signed by the owner a description of the pot-bellied pig that meets the description provided in this section of a pot-bellied pig.
4. One pot-bellied pig is considered one animal unit and only one may be permitted.
5. No pens, enclosures, hutches, cages or other structures for any animal in this chapter will be permitted within twenty-five (25) feet of any adjoining residentially zoned property, or any building used for human habitation that does not belong to the owner of such animals.
6. Hog wallows are prohibited in the city of Lampasas, in any district or area.
7. No public nuisances shall be allowed to be created in keeping domesticated pot-bellied pigs.

Section 10-162.-Annual Permits/Waivers

1. Livestock Permit Application forms will be provided by the Lampasas Police Department and when completed, submitted to the Lampasas Animal Control Officer for processing and permit issuance.
2. The application will include: the owner information, emergency contact information, animal types, location, enclosure type, and enclosure location with a site plan showing (in accurately measured feet) the distances of the proposed animal housing within proximity to adjacent property structures and boundaries.

- a. Additionally, as applicable, the application may include requests for waivers, exemptions and information that would support such requested waivers or exemptions.
3. Permit Effective Date: Animals in this chapter shall be required to have a permit, exemption, or waiver 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.
4. Annual Permits Required: A permit shall be sought and applied for each year, by any person in the city limits of Lampasas seeking to keep animal(s) that are regulated by this chapter.
5. Cost: Annual or temporary permits are issued at NO CHARGE, however, all animals referenced in this chapter must have a permit or a waiver/exemption issued to it each year, in order to be kept in the Lampasas city limits.
6. Temporary permits may be issued, as set forth in this chapter, and will be valid for the number of days stated in the temporary permit, not to exceed fifteen (15) consecutive days. No person may apply for more than three (3) temporary permits within a twelve (12) consecutive month period, regardless of the number of animals owned or kept by the person in the city limits.
7. 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, if determined by the Animal Control Officer or their designee, that the permit holder is unable or unwilling to comply with this chapter or to keep the animals in a healthy or sanitary environment.
8. Certifications from a Veterinarian may be required by this chapter or the Animal Control Officer, related to animal medications, vaccinations, treatments, etc.
9. Notice of denial of either an annual or temporary permit shall be in writing from the Animal Control Officer to the person who requests a permit;
 - a. The Chief of Police may authorize a waiver from regulations contained in subsection above when proof of an unnecessary hardship will result from requiring strict compliance,
 - b. Before the issuance of a waiver will be considered there shall have been no convictions of public nuisance or complaints of violations of this chapter.
10. The Chief of Police shall not consider or grant a waiver unless all of the following conditions are met:
 - a. Evidence is provided showing that 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 keep the animals desired; and,

- b. The strict application of the provisions of this section is not necessary to promote the public health, safety and welfare; and the strict application of the provisions of this section is not necessary to protect the health or safety of the animals that will be kept at the location involved; 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 chapter; and
 - e. In granting a waiver, the Chief of Police may prescribe conditions that are deemed necessary or desirable to protect the public interest; and
 - f. The owner shall not acquire any additional animals after applying for and obtaining a waiver under this chapter, from the Chief of Police.
 - g. The Chief of Police's decision on a request for a waiver may be appealed, as followed:
 - 1. Persons receiving a notice of a denial of a waiver shall have the right, within ten (10) calendar days of the date that the notice is postmarked or hand delivered, to appeal the denial of the waiver by the Chief of Police, by sending a written notice of appeal, detailing the reasoning and any support for the appeal, to the City Manager of Lampasas.
 - 2. The City Manager will cause an odd number of senior members from a committee or board of the City of Lampasas to review and make a final determination.
 - 3. Any person having a waiver denied and/or upheld on appeal may not apply for the same waiver for a period of one year from the date of the denial or the upholding of same on appeal.
11. The City Council shall, from time to time, adopt fees to include, but not limited to, fees for issuance of permits and for additional fees for care and expenses of animals incurred during impoundment at the Lampasas Animal Shelter.
12. The city 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.

13. 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.
14. 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.
15. 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 reduce the allowable animal units in this chapter.
16. 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 an animal found in the city's corporate limits.
17. A Property Owner Association within the city limits of Lampasas may not impose restrictions that are less stringent or protective of animals than those set forth in this chapter.
18. No person, organization or entity shall be allowed to sell animals in the city's corporate limits on public roads or public right of ways.
19. No provision of this article may supersede the city's Zoning Regulations.
20. 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.
21. Property owners with current Agricultural "AG" Exempt Property shall be permitted to keep animals in compliance with the terms of their valid exemptions.

Section 10-163. -Exemptions/Exceptions

Exemptions and Exceptions to the permit requirements set forth in this Chapter may be granted for the following:

1. Grandfathered Animals may be exempted from the permitting required by this chapter, granted at the city's sole discretion, based on circumstances that related to cases when livestock was kept and managed by the current owner, within the City's corporate limits, prior to the adoption of the code requiring a permit for keeping the animals, and

2. exhibition at stock shows, fairs, circuses, rodeos, festivals, parades, and zoological institutions, veterinarians or trainings, and
3. when animals are involved in or located at and on the property of any vocational learning area, or school, and
4. for commercial slaughtering establishments, and
5. city sanctioned brush control grazing activities using livestock; such as, Rent a Goat for the purpose of clearing property and land of brush, weeds, unwanted grass or vegetation, and
6. Recognized Educational Agricultural Programs,
7. when animals are 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 twenty five (25) 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 habitual public nuisances will be allowed or exempted.
 - g. Enrollees must be under close supervision of a vocational agricultural teacher or the county agricultural agent.
 1. 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 the 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. 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.
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. The provisions of this chapter regarding permits does not apply to Animal Rescue Organizations for Livestock, or Humane Organizations for animals mentioned in this Chapter.
12. This ordinance cannot and does not apply to the permitting of wild fowl; such as geese, ducks, and other fowl that are drawn to our waterways and city parks within the city.
13. 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.
14. No provision of this chapter may supersede the City/County Zoning Regulations.
15. A permitted exemption granted based on circumstances where previously existing livestock has been allowed.

Section 10-164- Notice of the Revocations or Denials

Revocations or denials of permits, exemptions or exceptions shall be provided, in writing, from the Animal Control Authority to the permittee, as follows:

- 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, or, exception.
- b. Persons receiving a notice of revocation or denial of permit, exemption, or exception shall have the right, within ten (10) calendar days of the date that the notice is postmarked or hand delivered, to appeal the decision of the Animal Control Officer, by sending a written notice of appeal, detailing the reasoning and any support for the appeal, to the Chief of Police. The Chief of Police shall review the materials sent and shall have ten (10) business days from the date of receipt of the written appeal to render a decision, which will then be provided to the persons appealing. If the Chief determines that additional time is required to investigate the circumstances under appeal, the person will be notified and provided an approximate date that the decision on appeal will be rendered by the Chief of Police.
- c. Persons receiving a notice of revocation or denial of permit, exemption, or exception from the Chief of Police shall have the right, within ten (10) calendar days of the date that the notice is postmarked or hand delivered, to appeal the decision of the Chief of Police, by sending a written notice of appeal, detailing the reasoning and any support for the appeal, to the City Manager of Lampasas. The City Manager will cause an odd number of

senior members from a committee or board of the City of Lampasas to review and make a final determination.

- d. Any person having a permit, exemption, or exception revoked may not apply for another permit, exemption or exception for a period of one year from the date of the revocation.

Section 10-165.- Estray-

The 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 the Agriculture Code, Title 6. Productions, Processing, and Sale of Animal Products, Subtitle B. Livestock, Chapter 142. Estrays.

Sec. 10-166. - Penalty for Violation

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.

1. Each day that a violation exists shall constitute a separate offense.
2. Ticketing with three (3) convicted offenses under this chapter, in any contiguous twelve (12) month period, will render an individual to be considered a Habitual Public Nuisance Violator and a person so identified shall not be allowed to possess any livestock or animals that are otherwise regulated by this chapter, in the city's corporate limits, for a minimum period of twelve (12) months, set to begin sixty (60) days after the third conviction date. All animals within this chapter shall be removed, or as soon as the animals are removed by the owner the Habitual Public Nuisance Violator restrictions shall apply for a twelve-month period. The Habitual Public Nuisance Violator will receive a Suspension of Animals in writing with

whichever date comes first, i.e., 60 days from the 3rd conviction or upon the removal of the animals from the city limits.

3. If the animal has been found by the animal control officer, after notice to its owner and a hearing, to be a Habitual Public Nuisance Animal, as defined herein, it shall be unlawful for any person to own, keep, possess, or maintain that Habitual Public Nuisance Animal in the corporate limits of the city.

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 replaced 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 ordinance was passed was open to the public and the public was provided notice of the time, place, and purpose of the open meeting, 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 12th day of July, 2021 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 ADOPTED ON THE SECOND AND FINAL READING by the City Council of Lampasas at the regular meeting on the 26th day of July 2021, 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.

ATTEST:

T.J. 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)

THIS PAGE INTENTIONALLY LEFT BLANK

Memo



To: Honorable Mayor and City Council Members
 CC: Finley deGraffenried, City Manager
 From: Vicki Tower, Parks Secretary/HR Coordinator
 Date: July 21, 2021
 Re: Monthly Report June 2021

**Parks & Recreation
 &
 Human Resources**

Brief Monthly Overview – Parks & Recreation

Vicki Tower, Parks Secretary/HR Coordinator

- Assisted with breakfast at Hostess House for Military Rugged Sweep on June 3
- Showed Hostess House on June 28
- 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

- New hire paperwork and orientation for WWW Distribution/Collection Tech.
- Attended interviews for Administrative Secretary/Permit Tech. position
- Job postings
- Continue to work on filing and organizing HR files
- Assisted the Accountant(s) with payroll checks and Employee Longevity checks

Personnel Information – Currently

- Current: 111 Full-time positions, 17 Part-time positions and 28 Seasonal positions
- Posted Vacancies:
 - Full-time: Athletic Field Maintenance Crew Leader, Utility Clerk

Memo

To: Finley deGraffenried, City Manager
 From: Monica Wright, Director of Information Systems
 Date: Thursday, July 1, 2021
 Re: June 2021 Monthly Report



Information
Systems

IT Service Tickets:

June 2020	June 2021	
275	454	+179 service tickets

Social Media Stats:

	June 2020	June 2021	
Facebook Followers	6,066	6,740	+674 FB page followers
Twitter Followers	573	630	+57 Twitter followers
Instagram Followers		140	

Website Payments:

	June 2020	June 2021	
City Utility	427 \$136,209.98	505 \$148,254.84	+78 online payments +\$12,044.86
Municipal Court	24 \$7,953.39	26 \$5,418.27	+2 online payments -\$2,535.12

Website Stats:

	June 2020	June 2021	
Page Visits	17,872	22,671	+ 4,799 page visits
Page Views	30,609	44,869	+14,260 page views
Downloads	1,668	3,606	+1,938 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	21
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 new PD firewall *(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 *(completed)*
- Obtain Quote from Tyler Technologies for Incode V. 9 upgrade *(completed)*
- Schedule IT Building (7) windows replacement *(July 2021)*
- PD CJIS audit *(FY 20-21)*

June Projects:

- Completed State DIR mandatory cyber security training & reported to State DIR
- TSM Consulting was onsite to assist with PD Cardinal CAD project: 6-9
- Configured/installed Watchguard AuthPoint software on PD laptops for Cardinal CAD project compliance
- Configured/installed Panda antivirus software on PD laptops for Cardinal CAD project compliance
- Configured/installed Watchguard DNS WatchGo software on PD laptops for Cardinal CAD project compliance
- Configured/installed NetMotion software on a new PD VM server for Cardinal CAD project compliance
- Configured/installed Watchguard Threat Detection and Response (TDR) on PD laptops for Cardinal CAD project
- Configured/installed Watchguard VPN software on PD laptops for Cardinal CAD project
- Scheduled IT Building window replacement project
- Rebuilt PD-DC2 /replaced hard drives/configured RAID
- Installed Windows Server 2019 on PD DC2 server
- Installed/configured Active Directory on PD DC2 server
- Installed/configured Microsoft Hyper-V on PD DC2 server
- Migrated NetMotion and Cobian VM's to PD DC2 server
- Replaced PD patrol VZ aircards
- Replaced Municipal Judge VZ aircard
- Built out replacement PC for IT Director
- Replaced failing hard drives on PD file server
- Annual IT Department presentation for council
- Sent out KnowBe4 cyber security phish email campaigns/provide education to clickers

- Built out replacement PC for Admin Sec
- Built out replacement PC for Finance Director
- Replaced security camera at Municipal Court
- Installed repaired Utility receipt printer/sent back loaner printer to Tyler Technologies
- PD CJIS LASO training/certification
- Rebuilt PD Unit 15 laptop
- Rebuilt PD Unit 20 laptop
- Rebuilt PD Unit 16 laptop
- Rebuilt PD Unit 18 laptop
- Rebuilt PD Unit 20 laptop
- Assisted with Mayor-CM signature for payroll
- Electric Department mapped out City fiber layer
- Contacted photographer regarding images for new City website re-design

July Projects:

- Meet with CM to discuss proposed FY 21-22 IT Budget
- Attend budget meetings with City Council/staff
- Attend council work plan meeting: 7-7 at Hostess House
- IT Building Replacement windows (7): 7-7
- Contact Watchguard regarding Panda account
- Order City logo shirts for IT employees
- Contact mapping vendor to have City fiber layers added to GIS
- Assist Cardinal Tracking with Cardinal CAD software on PD laptops
- Assist with Cardinal Tracking - Incode interface for new PD CAD system
- Rebuild PD Cardinal VM server with Windows Server 2019 STD OS
- Setup AT&T fiber account support portal
- Configure/install (1) WAP's (wireless access points) at Animal Shelter
- Update IT technical documentation
- Work on IT Policy amendments (policies)
- Work on new City website re-design ideas/documentation/planning
- Send out KnowBe4 Email phishing campaigns/provide user education

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

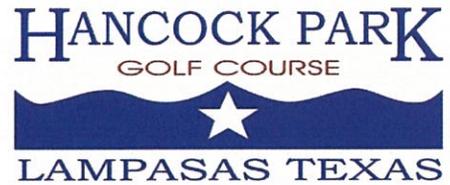
Future Projects & Goals:

- Complete State required Cyber Security Employee Training (*annual*)
- Upgrades to Microsoft Office licenses (*FY-20-21*)
- Replace (7) IT Building windows (*FY 20-21*)
- Quote for replacement meter reader switch/purchase/install/add to inventory (*FY 21-22*)
- Adopt future amendments to IT Computer Policy (*FY 21-22*)
- IT Building Server Room Wall with locking door (*FY 21-22*)
- Installation of security cameras at Old City Hall (*FY 21-22*)
- Free re-design of City & EDC websites (*FY 21-22*)
- Microsoft Office Exchange Email Archive Integration (*FY 21-22*)
- Repaint IT Building (*FY 22-23*)
- Point to Point wireless Internet solution for locations not on fiber (*FY 22-23*)
- Migrate Incode software to cloud/SQL solution (*FY 22-23*)
- City fiber network added to mapping layers (*uncertain*)
- Research/implement timesheet/time off request software (*uncertain*)

LAMPASAS PUBLIC LIBRARY

JUNE 2021

- Circulation We circulated 5,328 items in June, which is up 34.7% from May (3,954).
- Door Count There were 3,370 visitors during June, which is up 51.1% from May (2,231).
- Internet Usage There were 56 Internet sessions in June, compared to 176 in May (down 68.2%).
- Wifi Usage We had 93 distinct clients use the public wifi in June, which is up 14.8% from May. There was an average of 7 users per day, up 40% from last month.
- Text Interactions We communicated, via text messages, with 127 unique phone numbers in June, which is up 38% from May (92). We sent/received a total of 639 messages, which is up 52.5% from last month (419).
- Summer Reading This year's theme was "Tails & Tales" so all of our programming was animal-related. Programs included: mobile dairy, petting zoo, FFA students, and Lampasas animal shelter. The programs were well-attended and well-received by parents and kids alike. The children and teens did a good job reading; they read a total of 86,240 minutes. If they had read 100,000 minutes, one of the library staff would have gotten a pie in the face.
- We really 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. Their donation also covered most of the cost of the petting zoo as well as a 12-week subscription to "The Reading Road Trip" which features a 30-minute episode each week that follows the animal theme; these videos are posted on the library's Facebook page and shared to a couple of other Facebook groups. The Library Board contributed to the cost of the petting zoo as well.
- We had a total of 139 kids (ages 3-10 yrs) and 39 teens (ages 11-17 yrs) sign up for summer reading this year, for a total of 178.
- July programs Ladies from Beta Mu will be providing story times on Wednesdays in July, except during Spring Ho week. Then July 26-30, we will have a Scholastic Book Fair in the library's Foundation Room.



Memo

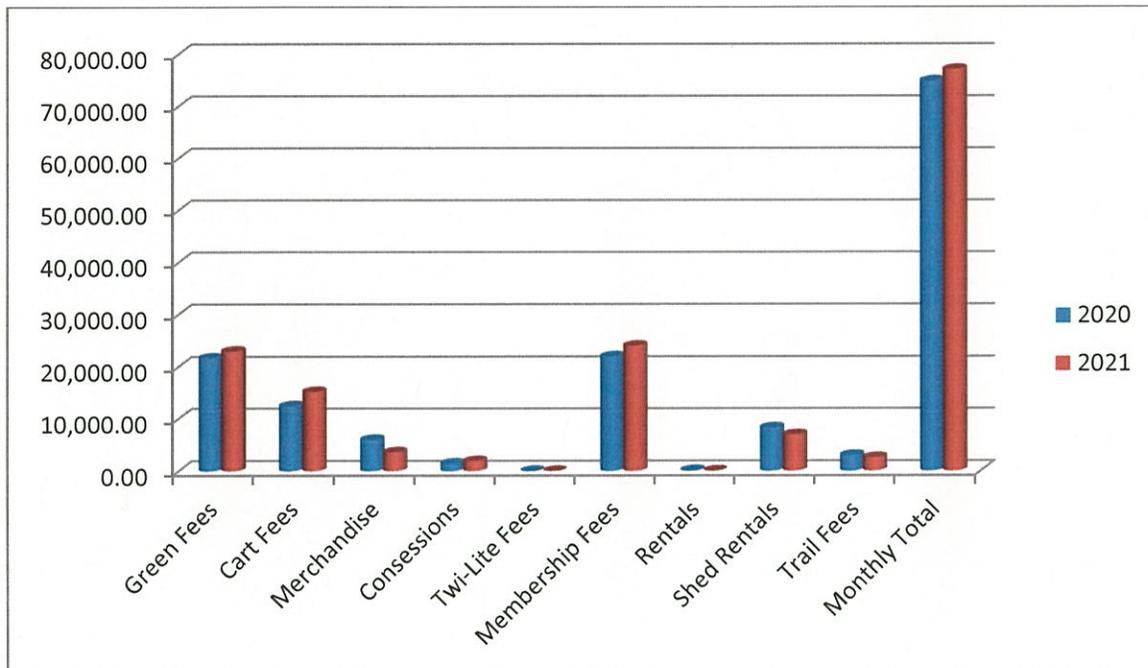
To: Finley deGraffenied, City Manager
From: Van Berry, Golf Course Manager
cc: City Council Members
Date: July 12, 2021
Re: Monthly Report, June 2021

- Weekly mowing and maintenance of the golf course.
- Sprayed the greens with Soaker Plus, this product loosens up the soil and allows the greens to take in water.
- Washed and checked the water in the batteries on our rental carts.
- Applied 800 lbs. of Gypsum on the greens.
- Applied 600 lbs. of 0-0-30 (potash) on the greens.
- Applied 300 lbs. of fertilizer on the greens.
- Sprayed the greens with nitrogen.

June 2021 Tournaments:

- June 5 – Badger Fund-Raiser Tournament (Rescheduled for July 31 due to weather)
- June 16 – Beltway Jr. Tournament, 48 golfers.
- June 24 – Curtis Bozarth Senior Classic, 71 golfers
- June 25th & 26th – “Show Me The Money” Two-Person, 120 golfers.
- June 30 – West Texas Jr Tour, 65 golfers.

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



Memo



Municipal Court

To: Finley deGraffenried, City Manager, Honorable Mayor and City Council

From: Lewann Turner, Court Clerk I

Date: Thursday, July 22, 2021

Re: Monthly Report June 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	109
Convictions	46
Compliance Dismissals	41
Hrs. Community Service Completed	100
Total Dollar Amount CS	\$1,247.10
Waived for Indigency	\$4,730.70
Total Collected	\$28,505.73
Total kept by City	\$21,134.28

CITY SECRETARY DEPARTMENT/ JUNE 2021 MONTHLY REPORT

Brief Monthly Overview of Department Employees:

Becky Sims, City Secretary/Zoning Administrator

- Assisted the City Manager, EDC Director and Building Official with daily operations
- Prepared and posted packet, attended and took minutes of the June 14th & June 28th Regular Council meetings.
- Prepared and posted packet, attended and took minutes for the June 3rd & June 24th CIP Meetings and June 16th LEDC Meeting.
- Prepared and posted packet, facilitated and took minutes for the June 3rd Planning and Zoning Meeting
- Conducted Administrative Secretary Interviews
- Attended Texas Municipal Clerks Professional Development Seminar in Granbury
- Completed the Hillside Acres Annexation Process.
- Worked with TML and Staff regarding City Property Claims.
- Facilitated Spring Ho Committee Meeting with Public Works & Parks to coordinate efforts
- Facilitated the pre-con meeting for the LISD Auto Tech/AG building
- Processed/Facilitated (15) Open Records Requests
- Maintained vehicle inspection/registration process for all City vehicles
- Completed and filed Cemetery Deeds
- Daily Building /Planning & Zoning responsibilities – key contact person who handles inquiries/requests and all administrative work/research.
- Assisted with issuing Building Department permits; filing for Building Department; works closely with Building Official on inspection call-ins and documentation of those inspections

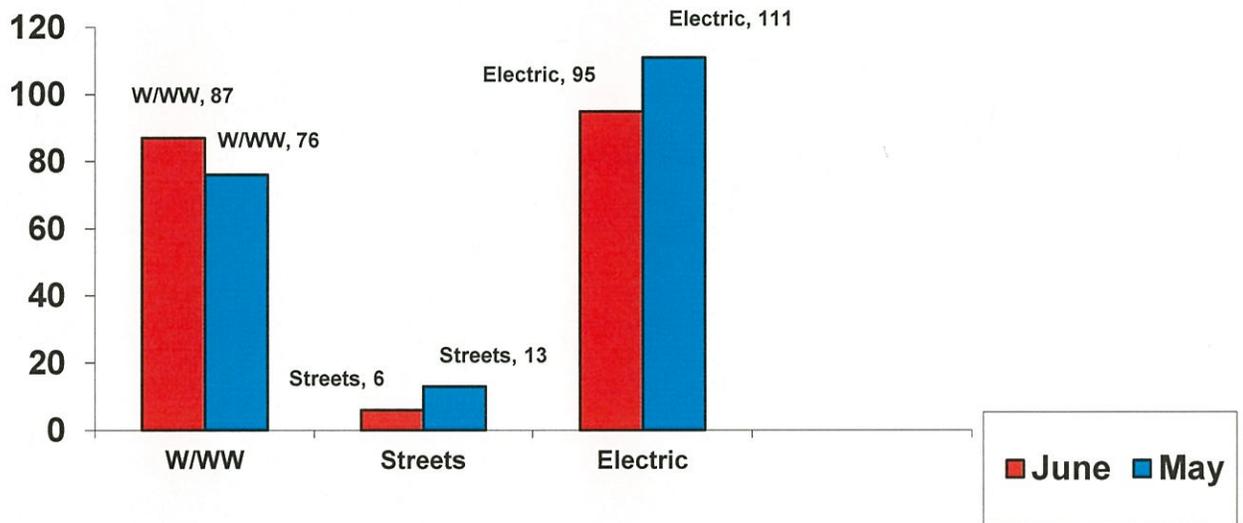
Administrative Secretary (Vacant)



Public Works

JULY 2021

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



Work Order Summary:

Received: 188

Completed: 177

Voids: 2

Memo



To: Rickie Roy
From: Flint Geagley
Date: July 8, 2021
Re: June Activities

Electric Department

This month's activities involved:

- Received a total of 95 work orders and completed 93.
- Operations and Maintenance
 1. Received 52 line locates
 2. Replaced pole at new CEFCO
 3. Set and worked transformer at Whataburger
 4. Had training from Schneider Engineering on Spill Prevention, Distributive Generation and Pole Attachment
 5. Spring Ho preparation
- Set 6 poles:
 1. set 1 pole on Barnes for service upgrade
 1. replaced 1 bad pole at 206 east 2nd
 2. set 1 pole for new customer on CR 1050
 3. replaced bad pole at CEFCO
 4. set 2 service poles in Stone Valley
- Connected:
 1. Upgrades – 8
 2. New services – 6
 3. Temps - 0
- Overtime: Received 11 callouts
 1. Storm - 1
 2. Tree - 3
 3. Animal Contact - 1
 4. Line down – 2 (telephone and fiber)
 5. On customer side – 2
 6. Equipment Failure – 2 (bad transformer and replaced lightning arrestor)
- Activities for the Year 2020 - 2021:
 - Pole Inspection replacement: **total 389 poles, have replaced 328 poles**
 - Stone Valley: **(80% complete)**
 - Brown St Subdivision: **(80% complete)**
 - CEFCO: **Have set new poles, have received pad mount transformer (80% complete)**
 - Community Church: **set new poles and transformer (90% complete)**
 - Whataburger: **Complete**

To: Finley deGraffenried
From: Carlos Garcia
Date: Thursday, July 22, 2021
Re: June, Monthly

Street Department

Mr. deGraffenried,

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

- 1) Street – Total Work Orders =6, Total Complete = 5, Total Outstanding =1, Total Void = 0
- 2) Street department work on patching workorders.
- 3) Line of sights.
- 4) Sweeping all areas of the city.
- 5) Mowed and weed eating all drains and right a ways.
- 6) Prep the city for spring ho.

For the month of July, we will be continuing taking care of work orders. We will continue to tree trimming and line of sights. We will be mowing and weed eating, the street department will be replacing the drain pipe on Ave H, and will be getting streets ready for seal coating.

Monthly Report

To: Finley deGraffenried, City Manager
From: Van Sims, W/WW Operations Manager
Date: July 21, 2021
Re: June 2021 Monthly Report

**Water/Wastewater
Department**

Summary of Activities

- ***Operation of Water Distribution System***
 1. Repaired 3 water leaks.
 2. Made 2 new water taps.
 3. Completed monthly flushing.
 4. Changed out 3 water meters.
 5. Collected 9 routine Bac T samples; 1 Construction sample (all passed)
 6. Completed all disinfection action plan monitoring and nitrification action plan monitoring.

- ***Operation of Wastewater Collection System***
 1. Cleared 2 sewer stoppages.
 2. Repaired 2 damaged sewer lines.
 3. Completed all monthly lift station checks.
 4. Made 1 new sewer tap.

- ***Operation of Wastewater Treatment Facility***
 1. Completed all daily checks of equipment and facilities.
 2. Collected all TCEQ required sampling and analysis for the municipal plant.
 3. Performed all routine maintenance on scheduled equipment.
 4. Removed 80 cubic yds of cake.

- Total Work Orders Completed -79
- Utility Locates -52
- Customer Service Calls – 13
- Routing Forms Completed- 1
- Septic Waste Treated- 54,250 gallons

To: City Manager, Finley DeGraffenried,
Honorable Mayor and City Council
From: Chief of Police, Sammy Bailey
Date: July 21, 2021
Re: June Monthly City Council Report

As we compare our June 2021 statistics to June 2020, we see the following:

- Total cases reported had a 0.77% increase with cases cleared having a 15.03 % increase.
- Total department contacts had a 0.84% decrease; however, we see a 33.3% increase in marijuana and drug possession contacts.
- The volume of accidents investigated had a slight increase of 1.56%.
- Code Enforcement had a 7.51% increase.
- Calls for Service had a 1.02% increase.
- Telephone Calls to the department had a 35.17% decrease.
- Escorts had a 17.79% increase and Motorist Assist had a 19.76% increase.
- We had a 22.58% increase in behavioral crisis intervention.
- 911 calls had a 4.81% increase and Text to 911 had a 300% increase.
- Request for Open Records saw a 6.2% decrease.
- Animal Control calls for service had a 6.6% increase.
- CPAAA volunteers increased their volunteer time by 72.5%, helping with many events.
- We assisted with the following events in our community; Military Rugged Sweep, Congressman Williams visit, Atlas 4000, Town Hall Meeting- Livestock, Softball Ceremonies, Bancorp South move, Lampasas County Higher Education Center- College for Kids Camp, and the Sulphur Creek Car Cruise.
- New Officer Kyle Molter is doing very well during his Field Training.
- Officer Dustin Roscoe was selected by presentation and interview to replace SRO Eric Hernandez for the 2021-2022 school year.
- The new Public Safety Radio system had a few adjustments during June to make the system work more effectively. We are pleased and thank you for understanding the need for better communications.
- Lt. Montgomery, Communications Supervisor Kelli Sanguinet, IT Director Monica Wright and IT Tech. Kristi Acevedo make an outstanding team as they help one another problem solve the Cardinal CAD system with Cardinal and the cloud vendor. We are anxiously awaiting our approval from the State to start implementation of the CAD system.
- We are preparing for July, Spring Ho, and look forward to the Bradley baby joining our PD family in July.

Memo



To: Finley deGraffenried, City Manager
Honorable Mayor and City Council

Building and Planning
312 East Third, Lampasas TX 76550
512-556-6831, Fax 512-556-8083

From: Becky Sims, Zoning Administrator/City Secretary
Frank Ellett, Building Official

Re: Monthly Report, June 2021

Permits issued on MyPermitNow (implemented December 1, 2020)

- January-12
- February-6
- March- 23
- April- 23
- May- 20
- June- 21

JUNE 2021

PROJECT SEGMENT - DESCRIPTION	# OF SEGMENTS	VALUATION	FEE
BLD - BUILDING	2	2,855,000.00	2,363.00
CO - CERTIFICATE OF OCCUPANCY	2	0.00	0.00
ELE - ELECTRICAL	12	43,431.77	2,143.50
FENCE - FENCE	2	5,000.00	70.00
MEC - MECHANICAL	6	2,500.00	255.00
PLB - PLUMBING	5	500.00	1,430.00
POOL - SWIMMING POOL	1	43,300.00	200.00
REM - REMODEL/ADDITION	16	99,248.00	865.00
SIGN - SIGN	1	0.00	30.00
SPRINK - SPRINKLER	2	5,600.00	120.00
*** TOTALS ***	49	3,054,579.77	7,476.50

LISD Auto Tech/AG Building and the Spring Ho Building

JUNE 2020

PROJECT SEGMENT - DESCRIPTION	# OF SEGMENTS	VALUATION	FEE
BLD - BUILDING	3	412,000.00	4,676.56
CO - CERTIFICATE OF OCCUPANCY	3	0.00	0.00
DEM - DEMOLITION	1	0.00	50.00
ELE - ELECTRICAL	11	1,500.00	7,985.41
FENCE - FENCE	2	7,000.00	70.00
MEC - MECHANICAL	9	1,195.00	470.00
PLB - PLUMBING	13	0.00	21,295.00
REM - REMODEL/ADDITION	15	148,988.14	1,620.00
SIGN - SIGN	1	0.00	30.00
SPRINK - SPRINKLER	6	13,625.00	300.00
*** TOTALS ***	64	584,308.14	36,496.97

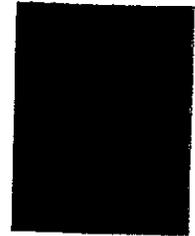
Sewer extension project

Lampasas Economic Development Corporation

From: Mandy Walsh

Re: Staff Report

Date: JULY 2021



CTCOG CEDS

The Economic Development Administration (EDA) requires that each Economic Development District produce a Comprehensive Economic Development Strategy (CEDS) every five years. This ensures that each district maintains an up-to-date strategy to establish economic goals, address challenges facing their respective region, and guide development priorities. The CEDS process drives districts to examine the region they serve, innovate new ways of supporting development in that region, and stipulate specific metrics for measuring success. Hence, the CEDS process, not just the final strategy document, is critical for districts.

The DDCT Board, which I serve on, updated the most recent CEDS between 2016-2017 and the plan was approved by the EDA on August 3, 2017. CEDS Action Plan Solutions are continuously evaluated and updated as necessary by the Board to ensure continuous and comprehensive planning for the region. CTCOG recently hired the MRB Group to reach out and interview communities in Central Texas to update the region's existing CEDS. Staff spoke with them regarding challenges and opportunities of the region, specifically workforce and broadband, recommendations for the next CEDS plan, tools to assist businesses in recovery now and in the future, along with elements that the Economic Recovery Plan should include.

Current Development

Whataburger has passed their final inspection and received their CO. They anticipate opening on Monday, July 26th. The owner of the Santa Fe Depot has purchased the former 19th Hole Pawn Shop located at 509 S Key Ave to be used as an office and retail space. The owner has also mentioned allowing Vision Lampasas, if interested, in painting a mural on the South facing side of the building. The former Perks building located at 406 E Third St. has been purchased and has had several leads on potential tenants; one being a restaurant/bar and retail space relocating from Blanco, TX. This prospect has also shown interest in the Life Safety Grant offered by the LEDC for this specific business venture.

Website Redesign

Staff had a zoom meeting with Civic Plus representatives to go over the new website design and layout. Staff hired a photographer who was able to get shots during the Spring Ho festival, and will be working through a list of other necessary shots in the coming weeks. The kickoff call and redesign will begin on November 8th and they expect the project to take approximately 20 weeks (give or take a few weeks) to complete. This will involve freshening up the layout, design and navigation of the LEDC site. There may be



additional content included, but most content was created on the last redesign. Staff will provide updates and show progress once we begin the redesign.

TDA

Staff has been attending the Texas Downtown Association's Virtual Summer Camp for the past two weeks. They are offering online workshops and seminars every Wed-Fri from 10-11:30 a.m. Staff has been able to join Zoom meetings and network with other Downtown, Community and Economic Developers around Texas. The workshops thus far have included: Growth in Texas cities and towns over the last decade and how communities handle it. Presenters for this session shared how different communities have responded to that growth and how it has impacted downtown. Another session included small business development in downtowns across Texas. This session highlighted a downtown business in Waxahachie that started out sharing space with two other businesses until they grew and were able to expand on their own, as well as a second business in downtown Ganado that serves as a community gathering space. In another session, Jane Hervey, Executive Director of Future Front Texas, shared core frameworks and strategies around nurturing engaged, equitable and sustainable communities in downtown spaces by supporting independent creatives, small business owners and entrepreneurs. Overall it has been an insightful virtual event with great networking opportunities. This event runs through the end of July.

Sales Tax

Sales tax collections for June climbed to \$252,670 – a figure that is 30% higher than what was collected last year, when sales activity had begun rebounding following mandatory business closures due to COVID-19. The city has fared well economically over the last 18 months, and we are pleased to still see this upward trend.

Industrial Park

Staff took the revised RFP for the 5.61-acre parcel at the Lampasas Industrial Park to City Council on July 12 and received approval to move forward with the process. Once the RFP is publicized staff will begin reviewing commercial prospect proposals. The review/scoring committee will consist of the Economic Development Director, City Manager and (3) City Council members.

Life Safety Grant

The Doghouse recently applied and received a Life Safety Grant from the LEDC in the amount of \$2,949.91. The grant covered 50% of the costs for fire extinguishers, fire suppression, knox box, emergency signage and lights, and emergency exit door with panic hardware. We anticipate one additional business applying for the Life Safety Grant during this FY 20-21, and have 1-2 new business prospects looking at downtown locations and interested in applying for the grant for the FY 21-22.





312 East Third Street
Lampasas, Texas 76550-2820
Phone: (512) 556-6831
Fax: (512) 556-8083
www.cityoflampasas.com

To: Becky Sims
From: Jeff Smith, Fire Chief
Date: July 22, 2021
Subject: Monthly Report

The Lampasas Fire Department responded to 119 calls during the time frame of June 1, 2021- June 30, 2021. This consisted primarily for requests for assistance to emergency medical services. We also responded to several motor vehicle accidents.

During the month of June, we also received a new 35' ladder. This ladder that was replaced did not pass the annual test last year. The replacement took an extended amount of time due to manufacturing slow downs associated with COVID-19.

There were also a variety of training exercises that took place during the month of June. These classes consisted of Fire Tactics, Wildland Fire Behavior, Ladders, Officer Development, and Vehicle Extrication to name a few.

The most exciting day was June 24 when 12 children attended "Junior Firefighter Day" at the fire station. Everyone in attendance had a great time and was able to tour the fire station along with spraying water. We had a great time.

THIS PAGE INTENTIONALLY LEFT BLANK

City of Lampasas

M E M O

To: Mayor and City Council
From: Finley deGraffenried
Re: Manager's Report
Date: 23 July 2021

- ACM I am sorry to report, that after a successful negotiation and written acceptance, the number 1 candidate for the position of Assistant City Manager has withdrawn. The candidate contacted me on the 23rd and communicated they had accepted a City Manager position in another Texas community. I have not determined next steps, however will do so based on the best, long term, benefit to the City.
- NextLink NextLink continues to communicate well with the City regarding their fiber deployment and plan. Staff will meet their representatives on July 23rd to discuss additional creek crossings as fiber is extended south. Judge Gradel reports his office, on 2nd, is now receiving dedicated speeds up to 1 Gig down and 200 mbts up. Staff will schedule their attendance at an upcoming meeting.
- Streets The culvert in East Avenue H has been replaced by City crews. Staff is waiting for slightly dryer conditions before rebuilding the road, but hopefully by next week base can be installed. Staff will also be executing a Task Order for survey and design of the gutter culvert on East 2nd Street between Western and Live Oak. The small box culvert, just below the gutter line has deteriorated to the point of now undermining the roadway. Staff has also instructed our consulting engineer to commence with bidding on East Third Street rehabilitation.



Pre-Treatment Staff and representatives from Ajinomoto Foods North America (“AFNA”) continue to communicate on the status and options for upgrades to the pre-treatment plant. Our wastewater staff has also communicated with other industrial processors using the technology proposed by AFNA’s consulting engineers. Although the effectiveness was validated in at least one case, staff’s time to operate and maintain was slightly more that suggested by AFNA. Staff communicated with AFNA plant staff this week who expressed desire to initiate the replacement and upgrade of on-site interceptors.

Building Codes Staff have begun investigating building code updates as a contributing factor in the City’s ISO rating. The rating, administered by the Insurance Services Office, is an indicator of how well the City is protected by fire service. The ISO rating also takes into account the water utility, fire service capacity, and administration of building codes. Currently the City is operating under the 2012 International Building Code, the 2015 Energy Code, and the 2014 Electric Code. Staff is currently preparing a public education and communication plan regarding the upgrade that may include a town hall style meeting. Staff would appreciate any input and comment from Council before and during the process.

Anniversaries Staff would like to recognize the following employees who began their careers with the City of Lampasas in July: Robert Gradel, 26 years; Justin McDonald, 8 years; Wayne Sanders, 29 years; Jeffry Smith, 2 years; Nancy Roden, 4 years; Tyler Fath, 1 year; Stephen Sewell, 9 years; Jacob Rivera, 6 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 a Resolution of the City Council of the City of Lampasas approving the Resolution of the Board Members of the Lampasas Economic Development Corporation authorizing an Economic Development Project and a loan in the amount not to exceed \$1,500,000.00; a Sales Tax remittance agreement between the City and the Corporation resolving either matters incident and related to the loan; and the Authority of the Mayor to execute, on behalf of the City, a general certificate of the City and the Sales Tax remittance agreement.

Requested By: Mandy Walsh, Economic Development Director

Submitted By: Mandy Walsh, Economic Development Director

Date Submitted: July 20, 2021

For the Agenda of: July 26, 2021

Procurement and Funding Statement:

Attachments: Resolution

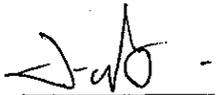
Summary Statement:

This item was discussed in detail during the Workshop Session.

Recommendation:

To consider a motion to approve the first reading of a Resolution of the City Council of the City of Lampasas approving the Resolution of the Board Members of the Lampasas Economic Development Corporation authorizing an Economic Development Project and a loan in the amount not to exceed \$1,500,000.00; a Sales Tax remittance agreement between the City and the Corporation resolving either matters incident and related to the loan; and the Authority of the Mayor to execute, on behalf of the City, a general certificate of the City and the Sales Tax remittance agreement.

THIS PAGE INTENTIONALLY LEFT BLANK


City Manager

ITEM NO. 7.2

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

Subject:

Discussion and possible action regarding Lampasas County Chamber of Commerce FY 2021/2022 Budget.

Requested By: Melissa Unger, Chamber of Commerce Executive Director

Submitted By: Mandy Walsh, Economic Development Director

Date Submitted: July 19, 2021

For the Agenda of: July 26, 2021

Procurement and Funding Statement:

Attachments: Lampasas County Chamber of Commerce Budget

Summary Statement:

Melissa Unger, Executive Director, presented the Chamber of Commerce FY 2021/2022 Budget during workshop.

Recommendation:

To consider a motion to accept the Lampasas County Chamber of Commerce FY 2021/2022 Budget as presented or with recommendations and/or modifications from City Council.

THIS PAGE INTENTIONALLY LEFT BLANK


City Manager

ITEM NO. 7.3

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

Subject:

Discussion and possible action regarding an emergency roof repair for the Lampasas Police Department.

Requested By: Sammy Bailey, Police Chief

Submitted By: Sammy Bailey, Police Chief

Date Submitted: July 21, 2021

For the Agenda of: July 26, 2021

Procurement and Funding Statement:

Attachments:

Summary Statement:

In an effort to identify a leak at the Police Department, Staff has reached out to plumbing and mechanical contractors, as well as, obtained a roof appraisal. It was determined by two roof contractors and a TML Appraiser that besides the daily wear and tear it has sustained damage from hail and the winter storm. The majority of the cost to replace the roof has been approved and will be covered through TML. During preparation for the sealed bid process due to the estimate being over \$50,0000, the Police Department has experienced substantial leaking in the building. In reviewing the purchasing policy and consultation with City Attorney, this could be considered an emergency repair as defined by the Local Government Code sec. 252.022 under one or both of these exemptions; which would alleviate having to go through the sealed bid process and expedite the roof replacement:

- 1) - *exempts purchases required to deal with preserving public property when they are damaged by 'calamity.'*
- 2)- *exempts expenditures required to repair unforeseen damage to public property.*

Staff is asking Council consideration to approve the emergency repair as defined by the Local Government Code sec. 252.022.

Recommendation:

To consider a motion to approve the emergency roof repair as defined by Local Government Code sec. 252.022. to expedite the roof replacement as defined by these two exemptions from the sealed bid process: 1. exempts purchases required to deal with preserving public property when they are damaged by 'calamity.' 2. exempts expenditures required to repair unforeseen damage to public property.

Emergency purchases are those that are necessary as a result of unforeseen and dangerous situation which require immediate action to preserve the health, safety, or welfare of people or property.

Emergency Purchases exceeding \$25,000 must be authorized by the City Manager, with approval of the Mayor and ratified by the City Council at the next council meeting after the purchase.

XIV. SITUATIONS NOT REQUIRING COMPETITIVE BIDDING

Local Government Code, §252.022 provides the following exemptions from competitive bidding:

1. purchases/procurement made in case of public calamity, where it becomes necessary to act at once to appropriate money to relieve the necessity of the City's citizens or to preserve the property of the City;
2. procurement necessary to preserve or protect the public health or safety of the citizens or the City;
3. procurement necessary because of unforeseen damage to public machinery, equipment, or other property;
4. procurement for personal, professional, or planning services (e.g. architecture, surveying, engineering);
5. procurement for work done and paid for by the day as the work progresses;
6. the purchase of land or a right-of-way;
7. procurement where the functional requirements of the City can be satisfied by only one source, including:
 - a. items for which competition is not possible because of patents, copyright, secret processes, or natural monopolies.
 - b. manuscripts, books, films.
 - c. books, papers, and other library materials for a public library that are only available from the persons holding the exclusive distribution rights to the materials.
 - d. captive replacement parts or components for equipment.
 - e. gas, water and other utilities.
 - f. management services provided by a nonprofit organization to a municipal museum, park, zoo, or other facility to which the organization has provided significant financial or other benefits.
8. Rare books, papers, and other library material for a public library.
9. Electric power.


City ManagerITEM NO. 7.4

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

Subject:

Discussion and possible action regarding appointment of Misti Talbert as President of the Lampasas Economic Development (LEDC)

Requested By: Becky Sims, City Secretary

Submitted By: Becky Sims, City Secretary

Date Submitted: July 21, 2021

For the Agenda of: July 26, 2021

Procurement and Funding Statement:

Attachments:

Summary Statement:

This item has been placed on the agenda to appoint Misti Talbert as President of the Lampasas Economic Development Board. The LEDC met and voted to elect Mrs. Talbert as the President to fill the vacancy left by Charlie Pratus III at their meeting Wednesday, July 21, 2021.

Recommendation:

To consider a motion to appoint Misti Talbert as President of the LEDC Board.

THIS PAGE INTENTIONALLY LEFT BLANK



City Manager

ITEM NO. 7.5

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

Subject:

Discussion and possible action regarding the appointment of Sid Ball to the Lampasas Economic Board Corporation to fill the vacancy left by Charlie Pratus III.

Requested By: Becky Sims, City Secretary

Submitted By: Becky Sims, City Secretary

Date Submitted: July 21, 2021

For the Agenda of: July 26, 2021

Procurement and Funding Statement:

Attachments:

Summary Statement:

This item has been placed on the agenda to appoint Sid Ball to the LEDC Board. The board met Wednesday July 21, 2021 and voted unanimously to recommend his application.

Recommendation:

To consider a motion to appoint Sid Ball to the LEDC Board.

Becky Sims

From: noreply@civicplus.com
Sent: Wednesday, July 21, 2021 10:36 AM
To: Becky Sims; Finley deGraffenried
Subject: Online Form Submittal: Application for Appointment to a City Board or Commission

EXTERNAL email: Exercise caution when opening.

Application for Appointment to a City Board or Commission

Date 7/21/2021

Personal Information

First Name Sid

Last Name Ball

Address1 P.O. Box 748, 2600 CR 1025

City Lampasas

State Texas

Zip 76550

Home Phone Number 512-734-1060

Mobile Phone Number 512-734-1060

Email Address sidball34@hotmail.com

Business Address 2204 S. Hwy 281, Suite A

Business Phone Number 512-556-2010

Occupation CPA

Please indicate board/commission/committe preference(s): Economic Development Corporation Board

Residency Information

Length of residency in City of Lampasas 14 years

Length of residency of Lampasas County 21 years

Are you a registered voter? Yes

Voter Registration Number *Field not completed.*

Did you vote in the last City Election? No

Organization Membership Information

Are you currently serving on other Boards, Commissions, or Committees? No

If yes, please list current service, including dates. *Field not completed.*

Have you served on a Board, Commission, or Committee before? Yes

If yes, please list past service, including dates. Parks Board, EDC

Please state why you wish to serve. I served on the EDC in the past and I believe I can help with the current economic issues facing the board.

What are your top three goals and objectives for the City Board, Commission or Committee you are applying for? To properly utilized the current assets of the city, to create higher paying sustainable jobs and to help the existing businesses we have

Please list any special knowledge or experience applicable to City Board, Commission, or Committee with that you are applying for. In addition to prior service on the Parks and EDC boards I have also been very involved with the Spring Ho Festival. I have served as a past Committee Chairman and Board President. I also have served on the CPAC for this last planning cycle.

Please attach resume or additional experience to application *Field not completed.*

Signature of Applicant

Do you agree? Agree

THIS PAGE INTENTIONALLY LEFT BLANK