

**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, August 23, 2021
5:30 p.m. Workshop Session
6:00 p.m. Regular Session**

Notice is hereby given that a regular meeting of the City Council of the City of Lampasas, Texas will be held on Monday, August 23, 2021 in the Calvert Municipal Building located at 302 E Third Street, Lampasas, Texas. The City Council of Lampasas, Texas reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed, as authorized by the Texas Government Code sections 551.071 (consultation with attorney), 551.072 (deliberations about real property), 551.073 (deliberations about gifts and donations), 551.074 (personnel matters), 551.076 (deliberations about security devices), 551.087 (economic development), and Section 551.086 (Relating to the authority of public power utility governing bodies to deliberate regarding competitive matters).

WORKSHOP SESSION

1. Call to order Workshop Session
2. Discussion and presentation from Paul Wilborn, WCID. *(pgs. 5-6)*
3. Discussion and presentation from Mark Storm, Hill Country 100 Club. *(pgs. 7-8)*
4. Discussion and progress updates from Nextlink. *(pgs. 9-10)*
5. Discussion and updates related to COVID-19 Pandemic. *(pgs. 11-12)*
6. Discussion regarding FY 2021-2022 Budget Modifications. *(pgs. 13-14)*
7. Discussion and updates regarding Advisory Board Annual Renewals/Vacancies. *(pgs. 15-16)*
8. Discussion regarding any item on the regular agenda
9. Adjourn Workshop Session

REGULAR SESSION

ANNOUNCEMENTS

- A. Call to Order
- B. Invocation and Pledge of Allegiance
- C. Presentations and Proclamations
 - Service Recognition
 - James Allen- Golf Course- 25 years
 - Shirley Elders- Public Works- 15 years
 - Sue Rowe- Police Department- 10 years

PUBLIC HEARINGS/CITIZEN COMMENTS

PAGES

1.1	Citizen comments – Any citizen who desires to address the City Council on a matter not included on the Agenda may do so at this time. The City Council may not deliberate on items presented under this Agenda Item.	N/A
1.2	Citizen comments- Any citizen who desires to address the City Council on a matter that is included on the Agenda may do so at this time.	N/A
1.3	Public Hearing to receive citizen input on items to be considered in the Proposed Budget for the Fiscal Year 2021-2022	17-18

2.0	MINUTES	PAGES
2.1	Discussion and possible action concerning approval of minutes of the Special Session Budget Workshop held on August 2, 2021	19-22
2.2	Discussion and possible action concerning approval of minutes of the Regular Meeting on August 9, 2021	23-30

3.0	CONSENT AGENDA	PAGES
3.1	Discussion and possible action regarding the second reading of an Ordinance for a Specific Use Permit for property described as Lot 7-8, part of lot 6, Block 66 of the Lampasas Springs Company 1 st Addition, commonly known as 607 W 1 st Street, Lampasas, Texas Lampasas County to allow for an Accessory Dwelling in an area zoned Single Family Residential-10 “SF-10”	31-34

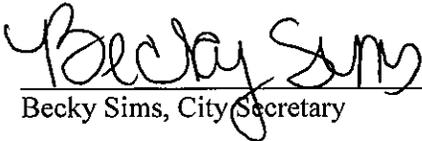
4.0	BOARDS/DEPARTMENT REPORTS	PAGES
4.1	<ol style="list-style-type: none"> 1. Fire Department Monthly Report 2. Parks and Recreation Monthly Report 3. Information Systems Monthly Report 4. Library Monthly Report 5. Golf Course Monthly Report 6. Municipal Court Monthly Report 7. City Secretary Monthly Report 8. Utility Billing and Collections Monthly Report 9. Public Works Monthly Report for Electric, Streets, Water/Wastewater 10. Police Department Monthly Report 11. Building Official Monthly Report 12. Economic Development Monthly Report 	35-54

5.0	ROUTINE MATTERS	PAGES
5.1	City Manager’s Operational Report <ul style="list-style-type: none"> • Pre-Treatment • BRA Agreement • LEDC • Dolly Parton • Eclipse • Sales Tax • Website • Staff 	55-58
5.2	MAYOR’S COMMENTS	N/A

6.0	UNFINISHED BUSINESS	N/A
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7.0	NEW BUSINESS	PAGES
7.1	Discussion and possible action regarding the second 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.	59-64
7.2	Discussion and approval of the Lampasas County Chamber of Commerce & Visitor Center Agreement for FY 21/22	65-74
7.3	Discussion and possible action concerning the Proposed Tax Rate upon all property subject to taxation within the City of Lampasas, Texas for the 2021 Tax Year for the use and support of the Municipal Government of the City of Lampasas for the Fiscal Year beginning October 1, 2021 and ending September 30, 2022; apportioning said levy among the various funds and items for which revenue must be raised including providing a sinking fund for the retirement of the bonded debt of the City.	75-76
7.4	Discussion and possible action concerning the scheduling of one public hearing regarding the Proposed Tax Rate upon all property subject to taxation within the City of Lampasas, Texas for the 2021 Tax Year for the use and support of the Municipal Government of the City of Lampasas for the Fiscal Year beginning October 1, 2021 and ending September 30, 2022; apportioning said levy among the various funds and items for which revenue must be raised including providing a sinking fund for the retirement of the bonded debt of the City.	77-78
7.5	Discuss and consider a proposal from Jones-Heroy & Associates, Inc. for continued review, assessment and negotiation on Pre-Treatment and WWTP options in an amount not to exceed \$12,000.00.	79-80
7.6	A Resolution of the City Council of the City of Lampasas, Texas authorizing the Mayor of the City of Lampasas to sign an agreement to contribute funds to relocate, remove and/or adjust utilities and for the cost for acquisition of certain right of way on US 281 S from US 183 to Burnet County Line with the Texas Department of Transportation. The project requires a minimum 10% local funding match and the City has allocated the amount of \$39,640.50; thereby 10% local matching funds of the total project estimate of \$396,405.00.	81-94

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 18 day of August 2021 at 2:00 p.m.



 Becky Sims, City Secretary

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City Manager

ITEM NO. WORKSHOP-2

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

Subject:

Discussion and presentation from WCID.

Requested By: Finley deGraffenried, City Manager

Submitted By: Finley deGraffenried, City Manager

Date Submitted: August 13, 2021

For the Agenda of: August 23, 2021

Procurement and Funding Statement:

WCID funding in the amount of \$15,000.00 is included in the FY 2022 Budget.

Attachments:

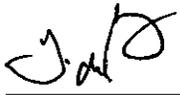
Summary Statement:

Paul Wilborn will be in attendance to provide updates related to maintenance and future upgrades to the district's flood control dams.

Recommendation:

Discussion Only

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City Manager

ITEM NO. WORKSHOP-3

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

Subject:

Discussion and presentation from Mark Storm, Hill Country 100 Club

Requested By: Finley deGraffenried, City Manager

Submitted By: Finley deGraffenried, City Manager

Date Submitted: August 13, 2021

For the Agenda of: August 23, 2021

Procurement and Funding Statement:

Attachments:

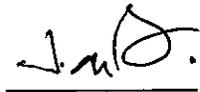
Summary Statement:

The Hill Country 100 Club was formed by a group of concerned citizens and businesses in 2001. This all-volunteer organization's primary purpose is to support activities necessary to help families of first responders who are killed or seriously injured in the line of duty, creating an untimely burden. Mark Storm will be in attendance to provide an overview of this organization to City Council.

Recommendation:

Discussion Only

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City Manager

ITEM NO. WORKSHOP-4

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

Subject:

Discussion and updates from Nextlink.

Requested By: Mandy Walsh, EDC Director

Submitted By: Mandy Walsh, EDC Director

Date Submitted: August 13, 2021

For the Agenda of: August 23, 2021

Procurement and Funding Statement:

Attachments:

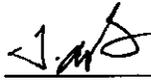
Summary Statement:

Nextlink established their Lampasas business in June 2020. In August 2020 the City of Lampasas and Nextlink entered into a Pole Attachment Agreement; shortly thereafter they began their fiber to the home and fiber to the premise network project. This item has been placed on the agenda to provide Nextlink the opportunity to discuss their progress over the past year and their future deployment schedule.

Recommendation:

Discussion and updates only

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City Manager

ITEM NO. WORKSHOP-5

**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: August 13, 2021

For the Agenda of: August 23, 2021

Procurement and Funding Statement:

Attachments:

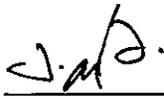
Summary Statement:

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

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City Manager

ITEM NO. WORKSHOP-6

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

Subject:

Discussion regarding FY2021/2022 Budget

Requested By: Finley deGraffenried, City Manager

Submitted By: Finley deGraffenried, City Manager

Date Submitted: August 13, 2021

For the Agenda of: August 23, 2021

Procurement and Funding Statement:

N/A

Attachments: FY 21/22 Proposed Budget

Summary Statement:

Staff will provide Council a progress update on the FY21/22 Budget.

Several departments presented their budgets to Council at the August 2, 2021 Special Meeting. Budget Memo No. 1, HOT Funded Projects and Utility Rates and Needs were discussed at the August 9, 2021 Council Meeting. On August 16, 2021 Budget Memo No. 2, Personnel, Utility Rates, Tax Rate, and the Hostess House Project Scope were discussed in detail.

The Public Hearing is scheduled for this evening to receive Citizen input regarding the proposed FY 21/22 Budget.

Recommendation:

Discussion Only

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City ManagerITEM NO. WORKSHOP-7

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

Subject:

Discussion regarding board term expirations and current vacancies

Requested By: Becky Sims, City Secretary

Submitted By: Becky Sims, City Secretary

Date Submitted: August 13, 2021

For the Agenda of: August 23, 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 current vacancies and 3 of the 26 have opted to not renew their appointment; two on P & Z and one on the Golf Board. Staff has begun giving those board members with expiring terms applications to renew; we have received 3 renewals and 2 newly interested citizens.

At the beginning of August, we began promoting volunteer opportunities for those whom may have an interest in one or more of the boards via social media platforms. As an amendment to the Governance Policy in June, Council has the latitude to limit board appointments to 6-months. *To encourage broad citizen participation, no person may be appointed to serve more than six consecutive years, excluding unexpired terms, on a particular board, commission or committee at the discretion of City Council. This limitation does not apply if a particular position requires specialized knowledge, licenses, or certifications and no other qualified and interested person is available, or for other good cause found by the City Council and specified in the appointment.*

This item has been placed on the workshop agenda to discuss recruitment and reappointment.

Recommendation:

Discussion and direction only

BOARD RENEWALS							
Airport	N/A						
CBA	Ron Farr	Richard Procter	Johnny Sanders	Mechanical Vacancy	Alt Vacancy		
CIP	Chuck Williamson	Donnell Rathman	Shirley Blake	Gail Long	Bob McCauley	Dianna Hodges	Neal Leavell
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	Alt Vacancy		
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

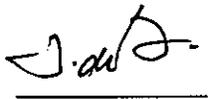
Golf- 2 members of Golf Assoc, 2 members of Council- 1 At-large

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


City Manager

ITEM NO. 1.3

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

Subject:

Public hearing to receive citizen comments regarding the FY 2021-2022 proposed budget.

Requested By: Yvonne Moreno, Finance Director

Submitted By: Yvonne Moreno, Finance Director

Date Submitted: August 16, 2021

For the Agenda of: August 23, 2021

Procurement and Funding Statement:

N/A

Attachments: Proposed FY 21/22 Budget

Summary Statement:

This item has been placed on the agenda to receive citizen comments regarding the proposed FY 21/22 Budget.

Recommendation:

Discussion Only

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**MINUTES OF SPECIAL MEETING OF THE GOVERNING BODY
OF THE CITY OF LAMPASAS, TEXAS
CALVERT MUNICIPAL BUILDING
CITY COUNCIL CHAMBERS
302 E THIRD STREET
Monday, August 2, 2021
5:30 p.m. Special 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 (left at 6:30 p.m.)
Herb Pearce
Bob Goodart

Council Members Absent:

N/A

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
Chris Eicher, Parks Director
Jeffry Smith, Fire Chief
Carlos Garcia, Street Superintendent
Van Sims, WWW Operations Manager
Flint Geagley, Electric Superintendent

**SPECIAL SESSION
5:00 P.M.**

- I. Call to order Special Session -Mayor Monroe opened the Special Session at 5:00 p.m. She advised that the agenda is heavy, stay focused on information presented and ask questions as needed.

II. Departmental Budget Presentations

• **5:00- Opening Comments**

Finley deGraffenried, City Manager presented Council with a roll-up of operating funds and an overview of the department budgets that will be presented this evening. Staff has presented a base budget and amendments will be made via budget memos throughout the process. Staff has been conservative with their individual budgets. The following are items to be considered as the budgets are presented this evening:

- Cost Share opportunities have not been determined for WWTP Improvements
- Capital items are light
- Lineman/Staff needs for Electric Department in near future
- HOT Fund Projects- Identify areas of focus
- Utility Rates

• **5:15- 5:21 Street**

Carlos Garcia, Street Superintendent advised the FY 21/22 budget is very similar to FY 20/21, no Capital Projects related to equipment or apparatus. Discussion included Collection Station hours, drainage, paving (rip rap, concrete base & sides), East Third Street Project (handicap ramp/ new curb & gutter)

• **5:22-5:31 Water/Wastewater**

Van Sims, WWW Operations Manager presented the following for FY 21/22 Budget:

Increases from the FY 20/21

- 600 ¾ Water Meters (500 to swap/ 100 for new housing developments) \$128,000.00
- New 1-ton pickup to replace 1999 ¾ ton pickup- \$60,000.00
- SCADA upgrade- \$40,000.00
- Year two on Backhoe Lease
- Additional \$2,000.00 for Lift Station Maintenance
- Additional \$12,000.00 for Sewer Maintenance (manhole refurbish/replacement)

- Additional \$25,000.00 for Clarifier Control Box Splitter Gate

Decreases from the FY 20/21 to the FY 21/22 Budget

- Water Maintenance by \$42,000.00
- SCADA Maintenance by \$10,000.00
- Meter Purchase by \$211,000.00
- Water Extensions by \$55,000.00

- ***5:31-5:38- Electric***

Flint Geagley, Electric Superintendent advised the FY 21/22 Budget has very few changes from FY 20/21. The current material prices are a factor; buying bulk whenever possible. SCADA installation, and possibly adding Staff in the near future.

- ***5:39-5:50 - Parks***

Chris Eicher, Parks Director advised that the only Capital expense for FY 21/22 is a new pool liner for Hanna Springs Pool in the amount of \$150,000.00. 35 feet of retaining wall is scheduled to be replaced in the near future. Additional Park Discussions included:

- Additional funding for retaining wall maintenance
- Campbell Park Springs Rod Iron Fencing
 - Wading pools- Heritage Foundation Project
- Park Projects Timeline
- Connectivity Planning- Trail Extensions
 - Comprehensive Plan
 - Parks Master Plan
- Building Maintenance Position- alleviate additional workload for Park Techs
- Hostess House
- Campbell Park Skate Park
- Campbell Park Pavilion

- ***5:51-6:09- Police Department***

Sammy Bailey, Police Chief provided overview of basic police officers to master peace officers; including the required licensing and training for all officers. Capital expenses include the replacement of two units; one 2010 Crown Victoria & one 2011 Crown Victoria with high mileage and older cameras. The total cost per unit including equipment is \$110,000.00. Communication, technology assistance would be a huge resource, this would include program assistance and maintenance.

- ***6:10-6:35- Fire Department***

Jeff Smith, Fire Chief advised that the FY 21/22 Budget does not include the proposed staff structure that was presented during the Council Work Session. Discussions included the following:

- Uniform alignment
- Small equipment increase
- Software increase
- Decrease in phone bill
- Testing equipment/hoses
- Additional funding for apparatus
- 75 ft. vs 100 ft. ladder truck
 - Require additional manpower
- WWW Maintenance/Upkeep with Fire Hydrants

Council took a 5-minute break

- ***6:41-6:54 - Information Systems***

Special Meeting August 2, 2021

Monica Wright, IT Director presented the following:

- Reoccurring expense increases
- Hardware replacements
- Migrate to the Office 365 Plan 2
- Main Fiber Switch at City Hall
- Anti-Virus Upgrades
- Watch Guard to Cloud
- Meter Reader Hand Held Upgrade
- SCADA
- New EDC/City Website Designs
- 15-20 annual replacement of equipment/6 printers
- Travel- Training (Cyber Program)
- Office Equipment Maintenance (INCODE) other software
- Communication/IT Employee
 - Website upkeep/postings/maintenance
 - Social Media Posts (FB, Instagram/Twitter etc.)
 - Contracts
 - PO's
- Window Security- Server Room
 - Bars on windows
 - Alarm & Security Camera

• **6:54-7:00- Finance- Utility Billing and Collection**

Yvonne Moreno, Finance Director advised changes are minimal between both areas. The highest expenses are Professional Services and Supplies

Takeaways from Budget presentations for consideration:

- Drainage Projects
- Water Extension Funding (future needs)
- Personnel/Organizational Needs
- W.M. Brook Park Retaining Wall Project Funding (future needs)
- Campbell Park Springs Fencing
- Connectivity- Master Plan
- Building Maintenance Needs
- Fire Hydrant Maintenance

III. Discussion and possible action regarding modifications to the FY 2021 Budget

There was no action taken regarding modifications at this time.

IV. Adjourn Special Session- The budget meeting was adjourned at 7:10 p.m.

PASSED AND APPROVED this _____ day of _____, 2021.

TJ Monroe, Mayor

ATTEST:

Becky Sims, City Secretary

Special Meeting August 2, 2021

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**MINUTES OF REGULAR MEETING OF THE GOVERNING BODY
OF THE CITY OF LAMPASAS, TEXAS
CALVERT MUNICIPAL BUILDING
CITY COUNCIL CHAMBERS
302 E THIRD STREET
Monday, August 9, 2021
5:30 p.m. Special Session
6:00 p.m. Regular Session**

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

Council Members Present:

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

City Staff Present:

Finley deGraffenried, City Manager
Yvonne Moreno, Finance Director
Becky Sims, City Secretary
Jeffry Smith, Fire Chief
Monica Wright, IT Director
Sammy Bailey, Police Chief
Jody Cummings, Assistant Police Chief

Council Members Absent:

N/A

SPECIAL SESSION

5:30 p.m.

I. Call to Order Special Session

Mayor Monroe called the Special Session to order at 5:30 p.m.

II. Adjourn into Executive Session

Council member Kuehne moved to adjourn into Executive Session, 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:

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 settlement of threatened litigation related to possible breach of contract for use of public right of way and attachment to City utility poles, and/or other matters posted on the regular agenda.

The Executive Session adjourned at 6:06 p.m.

SPECIAL SESSION

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

Mayor Pro Tem Williamson moved to authorize the City Manager with the City Attorney to negotiate and finalize resolution to threatened litigation, the motion was seconded by Council member Morris and with unanimous vote, the motion carried.

IV. Adjourn Special Session

The Special Session ended at 6:06 p.m.

WORKSHOP SESSION

1. Call to order Workshop Session

Mayor Monroe called the Workshop Session to order at 6:07 p.m.

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

Chief Smith provided the following updates:

- State of Texas Active Cases- 160,283
- Total hospitalized in the State of Texas- 9,462
- Total hospitalized in Trauma Service Area L-223
- Lampasas County Total Cases- 201

3. Discussion and presentation of the Lampasas County Chamber of Commerce & Visitor Center FY 21/22 Agreement.

Finley deGraffenried, City Manager and Melissa Unger, Chamber Director reviewed the following:

- Section II of the agreement is tied to the Chamber Budget
- Chamber presents individual events to Council for reimbursement on items related to promotion and marketing and 25% reimbursement of materials, supplies & equipment for events.
- Section II C provides specifics relating to advertising and promotion for the purpose of attracting visitors, tourists and conventions to the City.
- City covers 40% of expenses for the Visitor Center; which includes one part time Saturday employee.
- Agreement has remained the same for the past few years; Chamber and Staff have no recommended changes.
- The City does not have a Tourism Director, it is a shared responsibility between the Chamber & Visitor Center.
- The Chamber is able to differentiate Chamber clients from Visitor Center inquiries/customers in their reporting.

4. Discussion regarding FY 21/22 Budget

- Budget Memo No. 1
 - Landon Drainage-
 - Engineering to determine construction methods
 - No modification recommended
 - WWW Extensions-
 - Sufficient latitude for increased extension expense with the following:
 - Recovery Act Funding
 - Economic Development- Fund 22
 - No modification recommended.
 - Personnel Costs- TBD
 - Retaining Walls

- No current (additional) or short-term needs
 - No modification recommended.
- Trail Extensions
 - To be included in Comprehensive Plan Implementation this Fall.
- Tank Maintenance
 - Fund from balance in Fund 62 and Fund 68
 - Future maintenance considered in light of rate & other capital needs
 - Shared expense with KWSC
 - Georgetown (2021)
 - Hewgley (2022)
 - Paint Coating Systems Only
- Fire Apparatus
 - Funded FY 2021 (400,000.00)
 - Funded in proposed FY 2022 (400,000.00)
- Next Steps
 - Comprehensive Plan Implementation
 - Pre-Treatment & Plant Costs
 - Cost Share- Benefiting party to pay for benefit
 - Not defined, no cost identified, not budgeted
 - Tax Rate
 - Personnel
 - Utility Rates
- HOT Funded Projects
 - Identified Projects
 - Hostess House Upgrade & Rehabilitation
 - Improved function, Kitchen Option 2 plus structural – Estimated Probable Cost \$1,379,913.00.
 - Skate Park
 - Pavilion
 - Wayfinding Signage
 - Hanna Spring Fencing
 - Historic Colored School
- Utility Rates and Needs
 - Cost of materials
 - Possible changes in Electric Market, ancillary charges (ERCOT)
 - Capital needs
 - Plant Upgrades
 - Tank Maintenance
 - Staffing
 - Incremental to reduce impact
 - Future discussion and investigation
 - Dam Control

- \$15,000 contributed annually
 - Discussed any possible developer contributions
 - Inquiry regarding County contributions
 - Meeting with WCID representative to discuss Dam Control
- Recommendations and Timing
 - FY 2022
 - Design and proceed with structural improvements to Hostess House (minimal disruptions)
 - Procure and pay for architectural design and construction documents for Hostess House.
 - Approve and proceed with Pavilion
 - Approve and proceed with Skate Park
 - Approve and proceed with Hanna Spring fencing
 - Prepare RFP for Wayfinding Services
 - FY 2023
 - Bid and award Hostess House upgrade and rehab contract to be complete 1Q 2023
 - Considerations
 - Elimination of possible booking conflicts (Hostess House Rehab)
 - Allowance for time to prepare architectural and construction documents (Hostess House)
 - Apparatus funding complete or near completion (FD)

5. Discussion regarding any item on the regular agenda

There was no discussion

6. Adjourn Workshop Session- the Workshop Session adjourned at 6:55 p.m.

Council took a 5-minute break before going into Regular Session

REGULAR SESSION

ANNOUNCEMENTS

A. Call to Order

Mayor Monroe called the Regular Session to order at 7:03 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.
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There were no citizen comments

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

1.3	Public hearing to receive citizen comments regarding a request for a Specific Use Permit for property described as Lot 7-8, part of lot 6, Block 66 of the Lampasas Springs Company 1 st Addition, commonly known as 607 W 1 st Street, Lampasas, Texas, Lampasas County to allow for an Accessory Dwelling in an area zoned Single Family Residential-10 “SF-10”
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Becky Sims, City Secretary presented the following:

- Ms. Smith is asking for a Specific Use Permit for an Accessory Dwelling
- Request to build a 640 sq. foot cottage as an incidental to the main structure
- The property and surrounding property is zoned Single Family Residential-10 “SF-10”
- Staff mailed 16 notices to property owners within a 200 ft. radius; one was returned in favor and none in protest.
- The request is compatible with the Comprehensive Plan recommendations, Chapter 5 discusses “Life Cycle” housing, to provide options to expand housing types where “Mother in Law” or Accessory Units can house a family member or tenant. However, the current Zoning Regulations do not allow commercial use.
- The Planning Commission met on August 5, 2021 and recommend approval.

2.0	MINUTES
2.1	Discussion and possible action concerning approval of minutes of the Regular Meeting held on July 26, 2021.

Mayor Pro-Tem Williamson moved to approve the minutes as presented, the motion was seconded by Council member Pearce 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 July 1,2021- July 31, 2021
3.2	Discussion and possible action regarding the June 2021 Investment Report

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

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

City Manager deGraffenried reviewed his report:

- TPPA Staff attended the recent Texas Public Power Association (“TPPA”) meeting in San Antonio last week and received briefings from Electric Reliability Council of Texas (“ERCOT”), the Public Utility Commission of Texas (“PUC”) and other Municipal Owned Utilities (“MOU”). The PUC will be undertaking approximately 30 rule making processes based on the State Legislature. Many of the statutes enacted relate to generation reliability and weatherization, and securing debt incurred in the February winter storm. Not only will the PUC be responsible for ensuring compliance, the State has also provided a hammer in the form of substantial fines. ERCOT, the State’s grid operator, also provided input on a 60-point roadmap for improving reliability. The roadmap does come with a double edge. The market may have to absorb additional costs of hedging and procurement of increased responsive and non-spinning reserve. Additionally, a number of updates were provided about the position of public power in not only Texas but also how it is represented in D.C.
- I-14 Council may have seen recent coverage of the progress of the I-14 project in the press. It appears the project is gaining additional momentum, not only to various parts, but also in Central Texas. The new attention is likely due to increasing growth and traffic, and could be related to TxDOT’s recent attention to the Highway 281 corridor as a north-south relief route. Coincidentally, staff did talk with the Brownwood District, District Engineer this week who confirmed plans are progressing not only for the I-14 expansion and, as Council may remember, to conduct a feasibility study for a relief route for the City of Lampasas. TxDOT has currently curtailed all in person, non-critical, meetings, but Elias did say he would be happy to come down for a briefing in the future.
- Pools With the start of school, Hanna Springs pool has closed for the season. The City is fortunate, however, to maintain a weekend schedule at Hancock Free Flow pool. The pool will attract a regional draw as long as it can remain open.
- TML Training Staff takes the opportunity to thank newly elected Council members, Zac Morris and Herb Pearce, along with Mayor Monroe, for attending the Texas Municipal League *Newly Elected* orientation and training. Council members who are interested in other training opportunities should contact the City Secretary who can assist with registration and accommodations.

5.2	MAYOR’S COMMENTS
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There were no Mayor comments.

6.0	UNFINISHED BUSINESS
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There was no unfinished business.

7.0	NEW BUSINESS
7.1	Discuss and consider the selection of winner of website photo entry contest

Council member Morris moved to recommend photo number 2; Mayor Pro Tem Williamson seconded the motion and with a unanimous vote, the motion carried.

7.2	Discussion and possible action regarding HOT Fund request for the Lampasas County Chamber of Commerce and Visitor Center sponsored Lampasas Beer Barn LTX BBQ Fest in the amount of \$2,260.24 to be held September 10-11, 2021.
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Mayor Pro Tem Williamson moved to approve the HOT Fund request for the Lampasas Beer Barn LTX BBQ Fest in the amount of \$2,260.24, the motion was seconded by Council member Pearce and with a unanimous vote, the motion carried.

7.3	Discussion and possible action regarding HOT Fund request for the 10 th Annual Lampasas County Wine Tour event on September 25, 2021, in the amount of \$1,288.56.
-----	---

Council member Kuehne moved to approve the HOT Fund request for the 10th Annual Lampasas County Wine Tour event on September 25, 2021, in the amount of \$1,288.56; the motion was seconded Council member Morris and with a unanimous vote, the motion carried.

7.4	Discussion regarding a Resolution authorizing the creation of the Central Texas Regional 9-1-1 Emergency Communications District.
-----	---

Council member Kuehne moved to approve the Resolution authorizing the creation of the Central Texas Regional 9-1-1 Emergency Communications District, the motion was seconded by Council member Pearce and with a unanimous vote, the motion carried.

7.5	Discussion and possible action to regarding the first reading of an Ordinance for a Specific Use Permit for property described as Lot 7-8, part of lot 6, Block 66 of the Lampasas Springs Company 1 st Addition, commonly known as 607 W 1 st Street, Lampasas, Texas Lampasas County to allow for an Accessory Dwelling in an area zoned Single Family Residential-10
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Council member Kuehne moved to approve the first reading of an Ordinance for a Specific Use Permit for property described as Lot 7-8, part of lot 6, Block 66 of the Lampasas Springs Company 1st Addition, commonly known as 607 W 1st Street, Lampasas, Texas Lampasas County to allow for an Accessory Dwelling in an area zoned Single Family Residential-10, the motion was seconded by Council member Pearce and with a unanimous vote, the motion carried.

7.6	Discussion and possible action regarding the approval of the Hidden Oaks Final Plat.
-----	--

Council member Kuehne moved to approve the Hidden Oaks Final Plat, the motion was seconded by Council member Pearce and with a unanimous vote, the motion carried.

7.7	Discussion and possible action regarding renewal of Xerox lease contract and system upgrade for the City Library
-----	--

Council member Pearce moved to approve the renewal of the Xerox lease contract and system upgrade for the City Library, the motion was seconded by Council member Goodart and with a unanimous vote, the motion carried.

7.8	Discuss and consider street closure from Live Oak to Pecan on Third Street for a 9/11 Remembrance Event on the Square from 8:00 a.m. to 11:00 a.m.
-----	--

Council member Clark moved to approve the street closure from Live Oak to Pecan on Third Street for a 9/11 Remembrance Event, the motion was seconded by Council member Pearce and with a unanimous vote, the motion carried.

7.9 Discussion and possible action regarding approval of the Investment and Strategy Policy Resolution.

Mayor Pro Tem Williamson moved to approve the Investment and Strategy Policy Resolution, the motion was seconded by Council member Clark and with a unanimous vote, the motion carried.

Council member Morris moved to adjourn the meeting at 7:35 p.m., the motion was seconded by Council member Clark and with a unanimous vote, the motion carried.

PASSED AND APPROVED this _____ day of _____, 2021.

TJ Monroe, Mayor

ATTEST:

Becky Sims, City Secretary



City Manager

ITEM NO. 3.1

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

Subject:

Discussion and possible action regarding the second reading of an Ordinance for a Specific Use Permit for property described as Lot 7-8, part of lot 6, Block 66 of the Lampasas Springs Company 1st Addition, commonly known as 607 W 1st Street, Lampasas, Texas, Lampasas County to allow for an Accessory Dwelling in an area zoned Single Family Residential-10 "SF-10"

Requested By: Becky Sims, City Secretary/Zoning Administrator

Submitted By: Becky Sims, City Secretary/Zoning Administrator

Date Submitted: August 5, 2021

For the Agenda of: August 23, 2021

Procurement and Funding Statement:

N/A

Attachments:

Summary Statement:

This is the second reading of an Ordinance

Recommendation:

To consider a motion to approve the second reading of an Ordinance for a Specific Use Permit for property described as Lot 7-8, part of lot 6, Block 66 of the Lampasas Springs Company 1st Addition, commonly known as 607 W 1st Street, Lampasas, Texas, Lampasas County to allow for an Accessory Dwelling in an area zoned Single Family Residential-10 "SF-10"

ORDINANCE NO. _____

AN ORDINANCE GRANTING A REQUEST FOR A SPECIFIC USE PERMIT TO ALLOW FOR AN ACCESSORY DWELLING IN AN AREA ZONED SINGLE FAMILY RESIDENTIAL-10 "SF-10; DESCRIBED AS LOT 7-8, PART OF 6, BLOCK 66, LAMPASAS SPRINGS COMPANY, COMMONLY KNOWN AS 607 WEST FIRST STREET LAMPASAS, TEXAS LAMPASAS COUNTY, DETAILING RESTRICTIONS RELATED THERETO; ORDERING A CHANGE TO ORDINANCE NO. 878 AND THE ACCOMPANYING CITY OF LAMPASAS' ZONING MAP REFLECTING SAME; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Carol Smith (owner), filed a request for a Specific Use Permit to allow for an Accessory Dwelling in an area zoned Single Family Residential-10. The property is described as Lots 7-8, part of 6, Block 66, Lampasas Springs Company, commonly known as 607 W First Street, Lampasas, Texas Lampasas County.

WHEREAS, pursuant to Section 10.4 of the City's Zoning Ordinance, notice of the Specific Use Permit request was given to all property owners located within two hundred feet (200') of the property; and

WHEREAS, pursuant to Section 10 of the Zoning Ordinance of the City of Lampasas, Texas, public notice has been given, and a public hearing was held on August 5, 2021, by the Planning & Zoning Commission regarding the request for a Specific Use Permit by the Applicant; and

WHEREAS, pursuant to Section 10 of the Zoning Ordinance of the City of Lampasas, Texas, public notice has been given, and a public hearing was held on August 9, 2021 by the City Council regarding the request for a Specific Use Permit by the Applicant; and

WHEREAS, the City Council finds that it is in the public interest to approve the requested Specific Use Permit for a Accessory Dwelling in an area zoned Single Family Residential-10 "SF-10".

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

Part 1: That the Specific Use Permit requested by Carol Smith (owner) to allow for an Accessory Dwelling in an area zoned Single Family Residential-10 "SF-10" shall be approved. The property is described as Lot 7-8, part of 6, Block 66, Lampasas Springs Company, commonly known as 607 W First Street Lampasas, Texas Lampasas County

Part 2: The City's City Manager and staff are hereby authorized and shall take actions necessary to reflect this amendment to the zoning designation of this Property in City documentation, including amendment to the City's Official Zoning Map.

Part 3: If any section or part of this Ordinance is held to be invalid or unconstitutional by a court of competent jurisdiction, that holding shall not invalidate or impair the validity, force or effect of any other section or part of this Ordinance or Code of Ordinances, City of Lampasas, Texas.

Part 4: This Ordinance shall take effect upon the date of final passage noted below, or when all applicable publication requirements, if any, are satisfied in accordance with the City's Charter, Code of Ordinances, and the laws of State of Texas.

Passed and approved the First Reading on the 9th day of August 2021.

Passed and Adopted on the Second Reading on the 23rd day of August 2021.

APPROVED:

ATTEST:

TJ Monroe, Mayor

Becky Sims, City Secretary

APPROVED AS TO FORM:

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

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

To: Finley deGraffenried, City Manager
From: Jeff Smith, Fire Chief
Date: July 22, 2021
Subject: Monthly Report

The month of July is a busy month based for everyone at the City of Lampasas and the Fire Department is not an exception. The events that occur during Spring Ho increase the demand on the Fire Department's readiness to respond to an increased population. This is not only during the Friday and Saturday evening concerts, but throughout the week as traffic and population both increase.

Annual testing of our fire apparatus pumping capabilities was performed during the month of July. We also performed annual testing and inspection of all fire department hose during July. The highlight of the month was the Spring Ho event. The opportunity to meet with citizens and educate them on fire safety and how the Fire Department works is always a blessing.

A handwritten signature in blue ink, appearing to be "J. Smith", is located in the bottom right corner of the page.

Memo



To: Honorable Mayor and City Council Members
CC: Finley deGraffenried, City Manager
From: Vicki Tower, Parks Secretary/HR Coordinator
Date: August 12, 2021
Re: Monthly Report July 2021

**Parks & Recreation
&
Human Resources**

Brief Monthly Overview – Parks & Recreation

Vicki Tower, Parks Secretary/HR Coordinator

- Showed Hostess House on July 23
- 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 orientations for P/T Fire Fighter and WWW Dist/Collection Tech.
- Attended interviews for ACM, Park Maintenance Tech. and Utility Clerk
- Job posting – Light Equipment Operator
- Continue to work on filing and organizing HR files
- Assisted the Accountant(s) with payroll checks and Employee Longevity checks

Personnel Information – Currently

- Current: 109 Full-time positions, 17 Part-time positions and 25 Seasonal positions
- Posted Vacancies:
 - Full- time: Athletic Field Maintenance Crew Leader, Light Equipment Operator and Police Officer

Memo



To: Honorable Mayor and City Council Members
Cc: Finley deGraffenried, City Manager
From: Chris Eicher, Director of Parks and Recreation
Date: August 17, 2021
Re: Monthly Report July 2021

PARKS DEPARTMENT ACTIVITIES

- Non-stop prep work and trash detail for Spring Ho
- Repaired 4 water leaks in Brook Park during Spring Ho
- Install fencing around Ruth Eakin Theater for Spring Ho events
- Provide and maintain gray water and grease barrels for food vendors
- Daily maintenance at Hanna and Hancock Pools / Assemble and install new lifeguard stands
- Installed new hand soap dispensers in public restrooms
- Have Millers repair AC units @ Hostess House
- Disinfect all public restrooms daily
- Till up and level mulch in playgrounds biweekly
- Installed new 18x15 flag behind old Amvets building
- Cut up and haul away dead and or diseased trees in all parks
- Conducted Moonlight Swim and Dive in Movie events
- Assist with Riata Roundup @ 580 Sports Complex
- Prep softball fields @ 580 Sports Complex every Tuesday and Thursday for games
- Drain Sulphur Creek in preparation for retaining wall repairs
- Deliver copy paper to each specified city building
- Replace light bulbs @ City Hall and Library
- Check Airport daily and mow / shred monthly
- Nonstop mowing and weed eating and general maintenance in all park areas

Memo

To: Finley deGraffenried, City Manager
From: Monica Wright, Director of Information Systems
Date: Wednesday, August 4, 2021
Re: July 2021 Monthly Report



Information Systems

Service Tickets - Social Media - Website Stats

IT Service Tickets	373	Website Page Visits	18,815
Facebook Followers	6,772	Website Page Views	36,949
Twitter Followers	638	Website Downloads	4,001
Instagram Followers	177	Website Searches	821

IT Supported Hardware & Software

PCs	92	Wireless Access Points (WAP)	16	Servers	22
Laptops	51	Verizon Aircards	39	Firewalls	5
Printers	69	Network Attached Storage (NAS)	7	Tablets	10
Switches	21	Apple iPhones	31	Software Applications	30+

July Projects Completed:

- Vendor installed (7) IT Building Replacement windows
- Worked with vendor to add City fiber layers to existing Interactive mapping
- Assisted Cardinal Tracking with TLETS connection for Cardinal Cad project
- Assisted vendor with the configuration/replacement of PD Xerox printer
- Attended ACM interviews with staff
- Attended project meeting with staff and vendor for new City & EDC website re-design
- Rebuilt PD laptops/installed Cardinal CAD/WG software
- Replaced (2) Desktops PCs
- Created cyber security phishing campaigns/deployed to employees
- Documented for all software/hardware configuration additions/changes
- Installed OS updates on all NAS devices, firewalls, WAPs
- Installed Windows updates on City/PD servers & workstations
- Performed backups on all workstations/servers/NAS storage devices
- Updated virus / spyware definitions and applied security patches to computers/servers
- Prepared reports for and attended director and council meetings
- Ordered toner needed in each department
- Setup Council Live Stream meetings
- Performed routine maintenance on hardware and software
- IT monthly report / LEDC website analytics monthly report
- Content updates to City/EDC Website/Facebook/Twitter/Setup recurring dlvr.it social media posts

FY 2020/2021 Projects:

- Configured/replace (2) City network firewalls **(completed)**
- Relocated City firewalls to IT Building **(completed)**
- Configured/installed new anti-virus software on client pcs/servers **(completed)**
- Configured/replaced City Hall POE switch **(completed)**
- AT&T contract executed for increased bandwidth **(completed)**
- Replaced 100M fiber circuit with 500M circuit/relocate from CH to IT Building **(completed)**
- Assisted PD & Cardinal with CAD implementation **(completed)**
- Configured/replaced (2) PD POE fiber switches **(completed)**
- Configured/replaced fiber POE switch at Municipal Court **(completed)**
- Configured/replaced fiber POE switch at Library **(completed)**
- Configured/installed new PD firewall **(completed)**
- Configured/installed replacement Library firewall **(completed)**
- Disposed of old/outdated/broken IT equipment from City Hall **(completed)**
- Configured/replaced old receipt printers **(completed)**
- Configured/replaced PD Toughbooks **(completed)**



- Modified/adopted employee computer use policy ***(completed)***
- Configured/installed replacement credit card readers with chip readers ***(completed)***
- Obtained 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)***
- Obtained quote/configured/installed a new PD firewall for CAD system ***(completed)***
- City wide cyber security training for all employees ***(completed)***
- Obtained Quote from Tyler Technologies for Incode V. 9 upgrade ***(completed)***
- IT Building (7) windows replacement ***(completed)***
- City fiber network added to mapping layers ***(completed)***
- PD CJIS audit ***(uncertain)***

Future Projects & Goals:

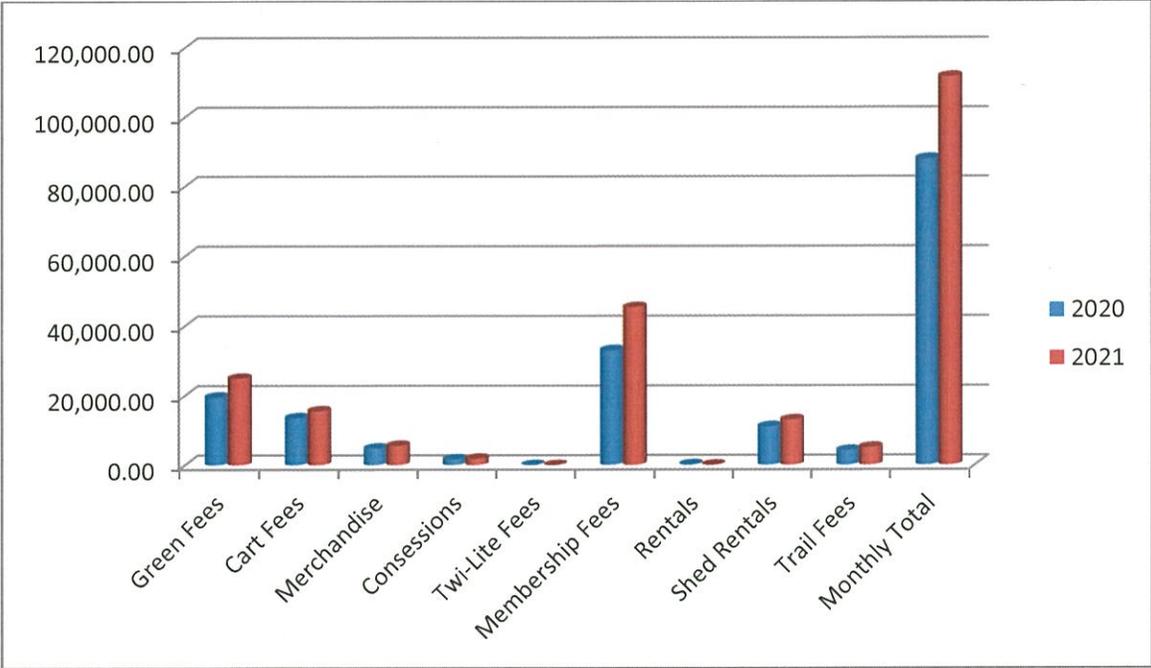
- Quote for replacement meter reader switch/purchase/install/add to inventory ***(FY 21-22)***
- Configure/replace City network main fiber switch ***(FY 21-22)***
- Configure/replace (15) desktop PCs ***(FY 21-22)***
- Adopt future amendments to IT Computer Policy ***(FY 21-22)***
- Upgrade OS to Windows Server 2019 on (4) servers ***(FY 21-22)***
- Configure/Install new antivirus on all desktop PCs ***(FY 21-22)***
- Configure/replace (14) Wireless Access Points ***(FY 21-22)***
- Configure/replace (7) Switches ***(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)***
- Work with staff and vendor on WWW Scada software solution/connection ***(FY 21-22)***
- Work with staff and vendor on Electric Scada software/equipment solution/connection ***(FY 21-22)***
- Repaint exterior IT Building ***(FY 21-22)***
- Point to Point wireless Internet solution for locations not on fiber ***(FY 22-23)***
- Migrate Incode software to cloud/SQL solution ***(FY 22-23)***
- Replace PD Host 1 & Host 2 Server ***(FY 22-23)***
- Configure/Replace Library Firewall ***(FY 22-23)***
- Migrate Incode v.9 to Incode Cloud solution ***(FY 22-23)***
- Run structured fiber to Library ***(uncertain)***
- Research/implement timesheet/time off request software ***(uncertain)***

LAMPASAS PUBLIC LIBRARY

JULY 2021

Circulation	We circulated 4,530 items in July, which is down 15% from June (5,328). The library was closed July 5 for Independence Day.
Door Count	There were 2,774 visitors during July, which is down 17.7% from June (3,370).
Internet Usage	There were 221 Internet sessions in July, compared to 56 in June (up 294.6%).
Wifi Usage	We had 99 distinct clients use the public wifi in July, which is up 6.5% from June. There was an average of 7 users per day, which is the same as June.
Text Interactions	We communicated, via text messages, with 135 unique phone numbers in July, which is up 6.3% from June (127). We sent/received a total of 669 messages, which is up 4.7% from last month (639).
July Programs	Ladies from Beta Mu provided story times on Wednesdays in July. We had good attendance each week. We also held the Scholastic Book Fair the last week of July, and we had great support for that; we sold over \$2200 worth of materials. We also really appreciate members of the library board volunteering their time to help out during the book fair.
Stuffed Animals	The Stuffed Animal Sleepover is always a hit. On August 5, we had 15 kids and their stuffed animals at the library for a story and craft. The kids painted their own ice cream bowls and spoons. Then the stuffed animals spent the night at the library and got into all kinds of mischief. The next day, we all met at The Cherry on Top, where the kids each got their own booklet of photos documenting all the mischief, and an Itty Bitty Cone. The stuffed animals had a good time at the library after hours; there was barrel racing, hide and seek, a fort, their version of Mario Kart™ and more. The kids loved seeing all the mischief that their stuffed animals got into. Seeing the smiles on their faces and their excitement as they tell their friends and family of the antics is worth all the time and effort.
August Programs	Miss Spring Ho 2021, Isabel Ybarra, was our guest reader for Books & Badgers on August 4. Then, on August 5-6, we had the Stuffed Animal Sleepover. Our first "How Pinteresting!" class in over a year will be on August 10, and we will be painting a sunflower on canvas. Then we'll have staff-led story times on August 11 and 25. Family Story Time will be on August 18, and Autumn Graham will be our reader. The Cornelia Key Book Club will also meet at the library on August 18. Then on August 28, the 42 Club will begin meeting again.
Saturdays	The library is opening on Saturdays again for the first time since we closed the building to the public in March 2020.

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



Memo

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

- Weekly mowing and maintenance of the golf course.
- We had some isolated areas of armyworms, they did some damage on an area that we laid new sod in early May. We sprayed the armyworms and those areas effected have already grown back.
- We are also having problems again with hogs; they have not torn up any greens, tee boxes or fairways they are on the edges of the fairways. I contacted Eli Hodge and he set his trap up last weekend, as far as I know he has not caught any yet.
- Sprayed the greens with Soaker Plus, this product loosens up the soil and allows the greens to take in water.
- Sprayed the greens with nitrogen and manganese.
- 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.

July 2021 Tournaments:

- July 18th & 19th – Britches & Bows, 132 golfers.

Memo



Municipal Court

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

From: Lewann Turner, Court Clerk I

Date: Monday, August 16, 2021

Re: Monthly Report July 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	104
Convictions	54
Compliance Dismissals	36
Hrs. Community Service Completed	58
Total Dollar Amount CS	\$726.90
Waived for Indigency	\$2,159.90
Total Collected	\$27,233.61
Total kept by City	\$19,398.60

CITY SECRETARY DEPARTMENT/ JULY 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 July 7th Council Planning Session
- Prepared and posted packet, attended and took minutes of the July 12th & July 26th Regular Council meetings.
- Prepared and posted packet, attended and took minutes for the July 21st LEDC Meeting.
- Participated in the Assistant City Manager Interviews held on July 14, 2021
- Registered Council & Staff for Annual TML Conference
- Facilitated and participated with New Postage Machine Install & Training
- Attended Texas Municipal League Newly Elected Official Training July 29-July 30th.
- Processed/Facilitated (15) Open Records Requests
- 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

Lupe Charping, Administrative Secretary

- Mrs. Charping began her new position July 12, 2021
- Assisted with issuing Building Department permits; filing for Building Department; works closely with Building Official on inspection call-ins and documentation of those inspections
- Organized Resolution Folders
- Created destruction list for files that have met retention.
- Maintain vehicle inspection/registration process for all City vehicles
- Complete and file Cemetery Deeds
- Handles Waste Connection Inquiries.



Finance/Utility Billing & Collection

MEMO

Date: August 17, 2021

To: Finley deGraffenried, City Manager

From: Yvonne Moreno, Finance Director

RE: Monthly Report for July 2021

Finance Department:

- * Completed/reviewed all journal entries.
- * Worked with various departments regarding their budgets.
- * Coordinated with Human Resources regarding various questions and processes.
- * Accounts Payables processing is on a regular schedule and bills are processed on a weekly basis ensuring that our expenses are recorded in a timely manner.
- * All payments for the 2016 CO projects are transferred from TexPool Prime to Bancorp South to cover those invoices. Interest earned for July was \$8.08
- * Sales Tax for July was \$252,670.00, which is an increase of 30.51% from July 2020. (This is the largest sales tax received by the City of Lampasas to date)
- * Reconciled 18 bank accounts
 - Processed 328 Accounts Payable Checks
 - Processed Bi-Weekly Payroll and Longevity Checks

Utility Department:

- The Electric billing for July 2021 was 3.8% lower than what was billed in July 2020. The Water billing for July 2021 was 21% lower than what was billed in July 2020.
- July Statistics for the department:

Total Water Customers	3,583
Total Wastewater Customers	2,864
Total Electric Customers	5,015
Residential Garbage Customers	2,737
Connects:	54
Disconnects:	36
Read In/Read Out:	44
Disconnects for Non-Pay:	7 (5 were reconnected)

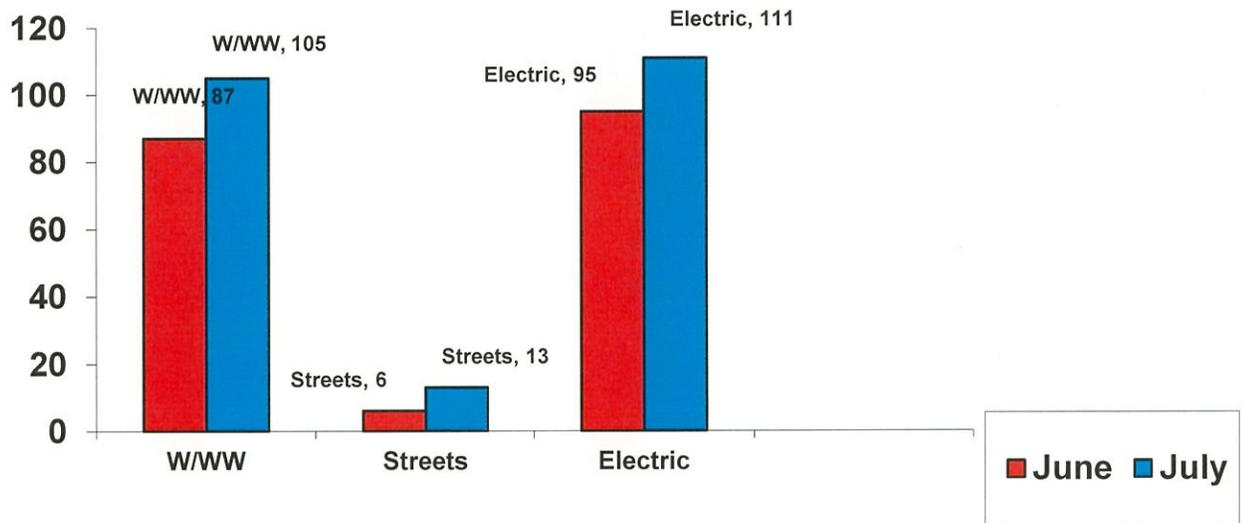
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Public Works

AUGUST 2021

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



Work Order Summary:

Received: 228

Completed: 219

Voids: 4

Memo

To:
From: Flint Geagley
Date: August 5, 2021
Re July Activities

Electric Department

This month's activities involved:

- Received a total of 111 work orders and completed 106.
- Operations and Maintenance
 1. Built transformer bank for the new Auto Tech building at the high school
 2. Spring Ho takedown
 - 3.
 - 4.
 - 5.
- Set 22 poles:
 1. set 16 poles at Hillside Acres
 1. replaced 1 bad pole on Western
 2. set 3 poles to service new buildings
 3. set 1 pole at 201 east 3rd to upgrade service
 4. set 1 pole at 8th and Western to upgrade line
- Connected:
 1. Upgrades – 4
 2. New services – 5
 3. Temps - 6
- Overtime: Received 7 callouts
 1. Spring Ho - 2
 2. Tree - 1
 3. Animal Contact – 1 (refused line)
 4. Line down – 1 (low cable line)
 5. Vehicle hit cable line and broke pole – 1 (replaced pole)
 6. Equipment Failure – 1 (replaced bad transformer)
- Activities for the Year 2020 - 2021:
 - Pole Inspection replacement: **total 389 poles, have replaced 329 poles**
 - Brodie Estates Subdivision: **(80% complete)**
 - Stone Valley: **(80% complete)**
 - Hidden Oaks: **planning stages**
 - CEFCO: **Have set new poles, have received pad mount transformer (80% complete)**
 - Community Church: **set new poles and transformer (90% complete)**
 - Hillside Acres: **started setting poles (20% complete)**

To: Finley deGraffenried
From: Carlos Garcia
Date: Monday, August 16, 2021
Re: July, Monthly

Street Department

Mr. deGraffenried,

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

- 1) Street – Total Work Orders =12, Total Complete = 9, Total Outstanding =3, Total Void = 2
- 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) Replaced drain pipe on E ave H

For the month of August, 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 finish replacing the drain pipe on Ave H, and will be getting streets ready for seal coating along with ave h.

Monthly Report

To: Finley deGraffenried, City Manager
From: Van Sims, W/WW Operations Manager
Date: August 13, 2021
Re: July 2021 Monthly Report

**Water/Wastewater
Department**

Summary of Activities

- ***Operation of Water Distribution System***

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

- ***Operation of Wastewater Collection System***

1. Cleared 3 sewer stoppages.
2. Repaired 2 damaged sewer lines.
3. Ordered parts to repair leaking check valve at Naruna L/S.
4. Cleaned AFNA process line.
5. Completed all monthly lift station checks.
6. 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 180 cubic yds of cake.

- Total Work Orders Completed -104
- Utility Locates -63
- Customer Service Calls – 1
- Septic Waste Treated- 47,000 gallons

To: Finley deGraffenried, City Manager
Honorable Mayor and City Council
From: Sammy Bailey, Chief of Police
Date: August 11, 2021

Re: Monthly City Council Report, August 2021

July was a busy month for the department. We love Spring Ho and the seeing everyone have fun at the many events that are provided during the week. "Cool off with a Cop" went well too. We had little to no issues during the 2021 Spring Ho festivities.

The Riata Round-Up Rodeo was another event where we saw happy people enjoying themselves. We again had little to no issues during this event.

The department saw some changes starting in July.

- August 1st was Eric Hernandez's last day. Officer Dustin Roscoe was selected to replace his School Resource Officer (SRO) position and has completed his Basic SRO training.
- Field Training Officer (FTO) Warren Scott resigned to accept a Sergeant Narcotic Investigator position with the Coryell County Sheriff's Office.
- We are currently accepting applications to fill the two Patrol Officer positions that have been vacated by Hernandez and Scott leaving the department.
- Officer Garrett Bradley is off after he and his wife had their first child, a beautiful baby girl.
- A vaccinated employee contracted COVID, the employee is doing well and has returned to work. Along with this direct exposure, there have been several other direct exposures to COVID by employees this month. We provided reminders to Universal Precautions to COVID.

Our statistics have been like a bumpy road compared to last year. We were short-handed for part of the month with John Bowman's resignation, Kyle Molter in field training, Eric Hernandez preparing to leave, and Warren Scott preparing to leave. We also have incarceration restrictions for the local jail.

- We had 40 more calls for service than last year. There were 39 more cases reported with 11 of those being felonies and 28 being misdemeanors. We cleared 182 more cases.
- Total Contacts have an increase of 181 more contacts. We had 257 less arrest made this was 17 more adult arrest were made, 10 less juvenile referrals, 19 less warrants served, 9 less warrants paid. There were also 242 less citations issued, and 438 more warnings issued.
- 11 more accidents were investigated. 66 more Code Complaints investigated. 48 more animal complaints, and CPAAA volunteered 265 more hours.

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, July 2021

Permits issued on MyPermitNow (implemented December 1, 2020)

January-12

February-6

March- 23

April- 23

May- 20

June- 21

July-12

JULY 2021

PROJECT SEGMENT - DESCRIPTION	# OF SEGMENTS	VALUATION	FEE
BLD - BUILDING	1	48,097.00	100.00
ELE - ELECTRICAL	12	6,600.00	7,992.24
MEC - MECHANICAL	2	0.00	135.00
PLB - PLUMBING	7	3,000.00	325.00
REM - REMODEL/ADDITION	7	147,000.00	505.00
SIGN - SIGN	3	79,030.00	235.00
*** TOTALS ***	33	283,727.00	9,292.24

**Crematorium- Sneed Funeral Home*

**Home improvement/addition projects*

JULY 2020

PROJECT SEGMENT - DESCRIPTION	# OF SEGMENTS	VALUATION	FEE
BLD - BUILDING	5	535,000.00	1,841.00
DEM - DEMOLITION	2	10,875.00	100.00
ELE - ELECTRICAL	18	35,800.00	1,597.00
FENCE - FENCE	2	3,000.00	70.00
MEC - MECHANICAL	9	7,500.00	480.00
PLB - PLUMBING	12	0.00	550.00
REM - REMODEL/ADDITION	17	165,898.70	1,075.00
SPRINK - SPRINKLER	3	6,900.00	180.00
*** TOTALS ***	73	764,973.70	5,893.00

**5 new houses*

Lampasas Economic Development Corporation

From: Mandy Walsh

Re: Staff Report

Date: August 2021



Business Workshop

The Chamber & LEDC co-hosted another business workshop with a presentation from Surge Companies. This workshop was about Profitable Growth, which included discussions on how to measure real profit vs. hidden cost, profit vs. inventory, dead time issues, profit vs. volume and pitfalls of selling your business into the red. Additional discussions covered how to utilize profit and the three best ways to maximize profit growth. Businesses in attendance included Merk & Tilley's, The Doghouse, Blue Jean Creative, Deja Nu, Gabby's Creations, Martin's Rod & Custom, Built for the Trades and Broken B Erectors. The next workshop, Competitive Analysis, will be on September 20th in the Calvert Building.

Congressman Visit

Congressman Roger Williams plans to host a roundtable discussion at Alamo Coffee on September 10th. Congressman will be talking about legislation he is working to get amended, rural broadband and the new infrastructure legislation, and fielding any questions or concerns from citizens. This will be open to any and all Lampasas citizens that wish to attend and Alamo Coffee is offering 15% discount for the event attendees. Feel free to invite those you think might be interested.

LCHEC

I serve as the LCHEC Board president and I recently met with the Director Derrick Berrios regarding funding opportunities. Mr. Berrios shared information regarding a USDA grant and SBA loan. LCHEC (a nonprofit) will be applying for the 2021 USDA Rural Cooperative Development Grant, which can reach up to \$200,000, but he will be applying for \$80,000 based on matching needs. The loan opportunity is from the SBA, and Mr. Berrios explained it is an EIDL loan which can be forgiven. LCHEC will be seeking \$238,000 from the SBA loan program. LCHEC has received \$15,000 in grant funding and a \$30,000 forgivable loan all within the past year.

West Oaks Expansion

The West Oaks Independent Living Community located at 1212 W 6th Street is planning an expansion. The owner recently reached out to staff looking to hire a social media marketing representative as they plan their expansion. The expansion will include new 2-bedroom apartments, as well as all of the current amenities (bi-weekly house cleaning, home cooked meals twice per day on weekdays, water/sewer/trash, cable TV, in building washers and dryers, and storage space). The City planning and development department is awaiting a set of plans to review, but the owner hopes to have the new apartments ready by 2022.



Texas ED Connection

We (LEDC) became a member of the Texas Economic Development Connection last year, which was founded to help out-of-state businesses connect with community partners across the State of Texas and their economic development teams. The founder's mission is to help reduce the cost and stress for small business owners who've made the decision to move or expand into Texas. Since we joined, Lampasas has been included in marketing efforts through (5) comprehensive email campaigns sent to 22,187 potential prospects and development contacts, with (1) more scheduled for this month, including Adroll and Google text ads. In addition, (4) RFP's have gone out to members from prospects interested in relocating their business to Texas. There have been multiple events and webinars shared with members, and have (9) more scheduled for the remainder of 2021, but look to be add more. This has been a benefit to us as it helps align prospects looking for certain criteria in specific areas of Texas. It also gives smaller communities the opportunity to be seen, and to compete against the larger communities that typically are easiest for prospects to find and gather information.

Eclipse 2024 event

Staff recently met with organizers for the Eclipse 2024 event. The meeting covered public safety, promotion, logistics and overall community preparation. From the discussion staff has compiled a list of people to form a task force, with plans to meet on August 25th at the County Courthouse. This meeting will involve event logistics and other opportunities for the City and County. Groups include ISD, State, TxDOT, City/County public safety and Visitors Center to name a few.

CTCOG CEDS

The DDCT Board, which I serve on, is partnering with the MRB Group to update CTCOG's current Comprehensive Economic Development Strategy plan for Central Texas. The most recent meeting covered the action plan outline, and each of the counties in the CTCOG region will be expected to complete a CEDS matrix by August 16th to include input for their respective county. The action plan goals include strategies to improve and formalize emergency operational and communication protocols within and across jurisdictions; educate and prepare residents and businesses to better sustain themselves during disasters; prepare and harden infrastructure needed for emergency communications, emergency services and resilience; develop a strong regionally-based business marketing effort; strengthen the conditions for growth of new and existing businesses; cultivate, attract and retain a talented workforce; proactively shape growth to ensure quality of place; enhance the region's economic connectivity; improve municipal systems that allow for fair taxation, stable revenues and growth; and strengthen CTCOG offering to complement municipalities' capabilities. Once we've completed the CEDS I'll be sure to make it accessible on our LEDC website.

Workforce

The Central Texas Workforce Board meets every fourth Thursday of the month at 9:00 am in the Killeen Career Center. I recently met with the



Director of Industry/Education Partnerships with the Central Texas Workforce Solutions and plan to begin attending these to gain more information on how to help our local business owners recruit and retain employees. I have recently talked with several local business owners still experiencing challenges in recruiting and hiring talent. I met with BHI representatives most recently; they've been attending several Central Texas job fairs and have now filled most vacancies in their Lampasas office, with the exception of one. Central Texas Workforce Solutions has recently been hosting hiring events in key locations in the communities rather than at their offices in Killeen, as they've done in the past. The City of Temple has a first Friday event in their downtown and the CTWS hosted a hiring event in the plaza in front of the Train Depot, which was very successful. They are also planning an event at the "Market Heights Shopping Center" in Harker Heights with the retail developer that owns the property. These are ideas we've discussed doing for Lampasas, as I've had several businesses request another Job Fair for 2021, perhaps in the Fall. The thought is to partner with CTWS, and possibly the Chamber of Commerce to do something special and out of the normal for Lampasas, with the CTWS staff running the event and all organizations assisting in marketing the event.

City of Lampasas

M E M O

To: Mayor and City Council
 From: Finley deGraffenried
 Re: Manager's Report
 Date: 18 August 2021

- Pre-Treatment** As mentioned to Council previously, staff and City consulting engineers, will meet, virtually, with engineers representing Ajinomoto Foods North America ("AFNA") regarding updates to the pre-treatment and loading mitigation project on August 26th. Jason Jones has provided both parties discussion topics including on-site interceptor sizing and effectiveness, operation and maintenance ("O&M") costs for SAF/DAF units, and facility requirements including headworks and solids handling. Although it has taken two years to get to this point, staff is hopeful a project can be defined in the next several months.
- BRA Agreement** The Central Texas Water Supply Corporation ("CTWSC" or "Central Texas") Board of Directors will be considering a three party agreement on August 24th, to draw, meter, and treat water for the City of Lampasas under the City's Brazos River Authority ("BRA") contract for system water. As outlined in the CTWSC and Kempner Water Supply Corporation ("KWSC" or "Kempner") contract, CTWSC is required to renew and extend any contracts that do not align with their contract term, 2084. Moreover, BRA has made the inclusion of CTWSC on the City's system water contract a requirement. Based on assurance from CTWSC's counsel, staff is hopeful the CTWSC Board will approve inclusion on the BRA contract.
- LEDC** The Lampasas Economic Development Corporation ("LEDC") will meet on August 18th, after the publication of this Memo, however; staff does take the opportunity to review selected agenda items. The Board will review several items related to the Business Park including a bidding and construction administration amendment for the development of infrastructure, roads and drainage as previously approved by Council; and will also review land use regulations and covenants. The process for identifying specific zoning districts in the Business Park was stopped in 2017 due to specific needs of a food processing facility that was investigating the site. As construction begins, staff anticipates an increase in the number of local and regional business inquiries regarding locating to the Business Park.

Dolly Parton That should have gotten your attention. Shanda reports, that through the efforts of the Library Foundation and Judy Lansford, the Lampasas Public Library is listed as a Local Champion for Dolly Parton's Imagination Library. This is a wonderful program. Started in 1995 by Dolly Parton, the program provides children, up to 5 years old, an age-appropriate book, mailed directly to their home, at no charge each month. The Local Champion/Affiliate contributes to the program to defray some of the costs, and assists in enrolling kids. Through July 2021, the program has gifted over 163 million books to children.

Eclipse City and County officials, along with Chamber of Commerce and other interested parties will meet on August 25th at 10:30 a.m. in the Courthouse to discuss plans for the upcoming total eclipse, passing over Lampasas April 8, 2024. The City's primary focus relates to public safety, traffic and utilities. Other plans related to education, entertainment and vendors will likely be undertaken by other entities. Lampasas will have one of the longest periods of totality attracting a large number of out of town viewers.

Sales Tax August receipts, based on June sales, indicate continued growth in local retail and taxable sales. The Comptroller reports Lampasas sales tax payments are 16.6% better than August 2020 or \$33,796.57 over previous year. Year to date payments also indicate a 22.53% increase, or \$317,001.70 more than the same time last year.

Website Monica and her team, with Mandy Walsh, will be reviewing and preparing content, copy, visuals and access for an upgrade to the City and LEDC website starting with a kick-off meeting November 8th. The process will proceed through 5 phases and be concluded with a go live date approximately 6 months after project initiation.

Staff Staff would like to recognize the following employees who began their City of Lampasas careers in August. Lupe Charping, 14 years; Shirley Elders, 15 years; Sue Rowe, 10 years; Kasey Schwartzer, 12 years; Aaron Weiser, 8 years; and James Allen, 25 years.



Glenn Hegar
Texas Comptroller of Public Accounts



Tax Allocations

City Sales and Use Tax Comparison Summary August 2021

Download and further analyze current and historic data using the Texas Open Data Center.

NOTE: Some jurisdictions may have changed tax rates, thus affecting the comparison. See Local Sales Tax Rate Information Report [comptroller.texas.gov/taxes/sales/rate-report.php] for a list of jurisdictions who have changed rates in the preceding 14 months.

U/C = Unable To Compute Percentage Change

Total Net Payments This Period: **\$692,453,780.57**; Comparable Payment Prior Year: **\$595,953,386.80**; Percent Change: **16.19%**

Total Payments YTD: **\$4,662,932,795.83**; Total Prior Year Payment YTD: **\$4,149,116,147.31**; Percent Change: **12.38%**

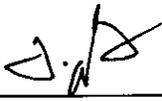
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City	Net Payment This Period	Comparable Payment Prior Year	% Change	Payment YTD	Prior Year Payment YTD	% Change
Lampasas	\$237,474.51	\$203,677.94	16.59%	\$1,723,625.48	\$1,406,623.78	22.53%

Rows 1 to 1 of 1166 Total

If you have questions about Tax Allocation Payment Distribution Schedule, please contact us [<mailto:Taxalloc.RevAcct@cpa.texas.gov>].

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City ManagerITEM NO. 7.1

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

Subject:

Discussion and possible action regarding the second 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: August 23, 2021

Procurement and Funding Statement:

Attachments: Resolution

Summary Statement:

This is the second reading of a Resolution.

Recommendation:

To consider a motion to approve the second 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.

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 23rd day of August, 2021.

Becky Sims, City Secretary

T.J. Monroe, Mayor

(SEAL)

RESOLUTION NO. 21-12

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.

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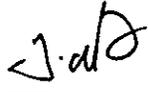
PASSED AND ADOPTED, this 23rd day of August, 2021.

CITY OF LAMPASAS, TEXAS

TJ Monroe, Mayor

ATTEST:

Becky Sims, City Secretary


City Manager

ITEM NO. 7.2

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

Subject:

Discussion and possible action regarding the renewal of the Lampasas County Chamber of Commerce, Tourism & Visitor Center Agreement with the City of Lampasas.

Requested By: Melissa Unger, Chamber Director

Submitted By: Mandy Walsh, LEDC

Date Submitted: August 13, 2021

For the Agenda of: August 23, 2021

Procurement and Funding Statement:

Attachments: Chamber of Commerce, Tourism & Visitor Center Agreement

Summary Statement:

Each year the Lampasas County Chamber of Commerce and City Council take the opportunity to review the Tourism & Visitor Center Agreement to approve for another year or recommend modifications to the agreement; which took place during Workshop at the August 9, 2021 meeting. This item has been placed on the agenda for Council acceptance and approval as presented.

Recommendation:

To consider a motion to renew the agreement with no amendments and to allow Staff to execute accordingly with all parties.

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 quarterly basis. However, 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 quarterly tax payments to the City. By way or example only, while local hotel/motel occupancy tax payers are assessed the quarterly tax on September 1st of each year, payment is not overdue to the City until October 30th. Therefore, the City's quarterly payment to the Chamber of Commerce under this Agreement is the first quarter of any fiscal year this Agreement is in effect and will be made no later than February 28, May 31, August 31, and November 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. **Quarterly Reports:** The Chamber of Commerce shall submit quarterly 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 January (covering October through December), last working day of April (covering January through March), the last working day of July (covering April through June), and the last working day of October (covering July 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, 2021 and shall expire or be automatically renewed for a subsequent year on or about September 30, 2022, 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

Lampasas County Chamber of Commerce

By: _____
T.J. Monroe, Mayor

By: _____
Scott Cooley, Chamber President

Attest:

By: _____
Melissa Unger, Executive Director

Becky Sims, City Secretary

Attest:

Theresa Thornton, Board Secretary

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City Manager

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

7.3
Item Number

SUBJECT:

Discussion and Possible action regarding the proposed tax rate for the City of Lampasas upon all property subject to taxation within the City of Lampasas, Texas for the 2021 Tax Year for the use and support of the Municipal Government of the City of Lampasas for the Fiscal Year beginning October 1, 2021 and ending September 30, 2022; Apportioning said levy amount the various funds and items for which revenue must be raised including providing a sinking fund for the retirement of the bonded debt of the City.

REQUESTED BY: Yvonne Moreno, Finance Director
SUBMITTED BY: Yvonne Moreno, Finance Director

DATE SUBMITTED: August 17, 2021 FOR THE AGENDA OF: August 23, 2021

Expenditure Required: N/A
Available Funding: N/A
Attachments:

SUMMARY STATEMENT:

S.B. 2 has changed the format for adopting the tax rate. The no-new-tax rate is \$0.32170 and the voter approval tax rate of \$0.35300. If the proposed tax rate is above the voter approval tax rate, then the entity is subject to a voter election.

The proposed tax rate of \$0.33700 is higher than the no-new-tax rate and lower than the voter approval rate. The City must publish *The Notice of Public Hearing on Tax Increase* that list the names of the governing body and how each voted. The notice will specify the date and time of the Public Hearing.

Recommendation:

Council please announce the proposed tax rate of \$0.33700 for the City of Lampasas for Fiscal Year 2021-2022. The motion must be made with a recorded roll call vote.

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City Manager

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

7.4
Item Number

SUBJECT:

Discussion and Possible action concerning the scheduling of one public hearing regarding the proposed tax rate upon all property subject to taxation within the City of Lampasas, Texas for the 2021 Tax Year for the use and support of the Municipal Government of the City of Lampasas for the Fiscal Year beginning October 1, 2021 and ending September 30, 2022; Apportioning said levy among the various funds and items for which revenue must be raised including providing a sinking fund for the retirement of the bonded debt of the City.

REQUESTED BY: Yvonne Moreno, Finance Director

SUBMITTED BY: Yvonne Moreno, Finance Director

DATE SUBMITTED: August 17, 2021 FOR THE AGENDA OF: August 23, 2021

Expenditure Required: N/A

Available Funding: N/A

Attachments:

SUMMARY STATEMENT:

Senate Bill 2 has changed the format for adopting the tax rate. Since the proposed tax rate of \$0.33700 is above the no-new-tax rate of \$0.32170 and below the voter approval tax rate of \$0.35300 the governing body must schedule one (1) Public Hearing on the tax increase. The hearing must take place within the boundaries of the unit, on a weekday that is not a holiday, have a quorum of the governing body, and take place in a public building or, if a public building is not available, in a building normally open to the public. The meeting to adopt the tax rate must not be held later than the seventh (7th) day after the public hearing.

Publication of the *Notice of Public Hearing on Tax Increase* must be done at least seven (7) days before the public hearing. (Any time before September 1st)

The proposed date for the Public Hearing is Tuesday, September 7, 2021 at 5:30 pm., which falls within the 7 days prior to the meeting to adopt the tax rate.

Proposed date to adopt the budget and tax rate is Monday, September 13, 2021.

Recommendation:

Council please move to schedule one Public Hearing on the proposed tax rate using the following verbage, "I move to schedule one public hearing on the proposed tax rate for Tuesday, September 7, 2021 at 5:30 pm and the meeting to vote on the tax rate will be Monday, September 13, 2021 at 6:00 pm."

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City Manager

ITEM NO. 7.5

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

Subject:

Discuss and consider a proposal from Jones-Heroy & Associates, Inc. for continued review, assessment and negotiation on Pre-Treatment and WWTP options in an amount not to exceed \$12,000.00.

Requested By: Finley deGraffenried, City Manager

Submitted By: Finley deGraffenried, City Manager

Date Submitted: August 16, 2021

For the Agenda of: August 23, 2021

Procurement and Funding Statement:

Attachments:

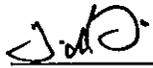
Summary Statement:

With the submission by Ajinomoto Foods North American ("AFNA") consulting engineers for DAF/SAF Units for Pre-Treatment, and on-going review and consultation with the City; Staff has asked for an additional engagement document from Jones-Heroy for their continued participation. The proposal includes additional assessment and modeling for proposed technologies and work on behalf of the City.

Recommendation:

To consider a motion to approve engagement of Jones-Heroy for representation and assessment of Pre-Treatment Facility options and implementation.

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City Manager

ITEM NO. 7.6

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

Subject:

Discussion and possible action to approve a Resolution of the City Council of the City of Lampasas, Texas authorizing the Mayor of the City of Lampasas to sign an agreement to contribute funds to relocate, remove and/or adjust utilities and for the cost for acquisition of certain right of way on US 281 S from US 183 to Burnet County Line with the Texas Department of Transportation. The project requires a minimum 10% local funding match and the City has allocated the amount of \$39,640.50; thereby 10% local matching funds of the total project estimate of \$396,405.00.

Requested By: JoAnn Templeton, R-O-W Project Delivery
Texas Department of Transportation

Submitted By: Finley deGraffenried, City Manager

Date Submitted: August 16, 2021

For the Agenda of: August 23, 2021

Procurement and Funding Statement:

Attachments: Resolution

Summary Statement:

The City Resolution authorizes the Mayor to sign the agreement to relocate, remove and/or adjust utilities and for the cost for acquisition of right of way on US 281 from US 183 to the Burnet County Line is Attachment A to the Agreement. estimated the right of way costs to be approximately \$396,405.00 and the City's 10% contribution will be \$39,640.50, divided in three periodic payments of \$13,213.50, due on or before October 15, 2021, October 15, 2022 and October 15, 2023.

Recommendation:

To consider a motion to approve the Resolution authorizing the Mayor to execute all related documents.

County LAMPASAS
District BROWNWOOD-23
ROW CSJ # 0251-06-040
CCSJ # 0251-06-036
Federal Project #: _____
CFDA Title: Highway Planning & Construction
CFDA # 20.205
Federal Highway Administration
Not Research and Development

STATE OF TEXAS §

COUNTY OF TRAVIS §

AGREEMENT TO CONTRIBUTE RIGHT OF WAY FUNDS (FIXED PRICE)

THIS AGREEMENT is made by and between the State of Texas, acting through the Texas Department of Transportation, (the “**State**”), and the City of Lampasas, Texas, acting through its duly authorized officials (the “**Local Government**”).

WITNESSETH

WHEREAS, Texas Transportation Code §§ 201.103 and 222.052 establish that the State shall design, construct, and operate a system of highways in cooperation with local governments; and

WHEREAS, Texas Transportation Code, §§ 201.209 authorizes the State and a Local Government to enter into agreements in accordance with Texas Government Code, Chapter 791; and

WHEREAS, the State has deemed it necessary to make certain highway improvements on Highway No. US 281 from US 183 to Burnet County Line, and this section of highway improvements will necessitate the acquisition of certain right of way and the relocating and adjusting of utilities (the “**Project**”); and

WHEREAS, the Local Government requests that the State assume responsibility for acquisition of all necessary right of way and adjustment of utilities for this highway project; and

WHEREAS, the Local Government desires to enter into a fixed price joint participation agreement pursuant to 43 TAC §15.52 to contribute to the State funding participation as defined in 43 TAC §15.55 for the cost of acquiring the right of way and relocating or adjusting utilities for the proper improvement of the State Highway System;

WHEREAS, the Governing Body of the Local Government has approved entering into this agreement by resolution or ordinance dated _____, 20__, which is attached to and made a part of this agreement as Attachment A. A map showing the Project location appears in Attachment B, which is attached to and made a part of this agreement.

County LAMPASAS
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Not Research and Development

NOW THEREFORE, the State and the Local Government do agree as follows:

AGREEMENT

1. Agreement Period

This agreement becomes effective when signed by the last party whose signing makes the agreement fully executed. This agreement shall remain in effect until the Project is completed or unless terminated as provided below.

2. Termination

This agreement shall remain in effect until the Project is completed and accepted by all parties, unless:

- A. The agreement is terminated in writing with the mutual consent of the parties;
- B. The agreement is terminated by one party because of a breach, in which case any cost incurred because of the breach shall be paid by the breaching party; or
- C. The Project is inactive for thirty-six (36) months or longer and no expenditures have been charged against federal funds, in which case the State may in its discretion terminate this agreement.

3. Local Project Sources and Uses of Funds

- A. The total estimated cost of the Project is shown in Attachment C, Project Budget Estimate and Payment Schedule, which is attached to and made a part of this agreement. The expected cash contributions from the Federal or State government, the Local Government, or other parties is shown in Attachment C. The Local Government shall pay to the State the amount shown in Attachment C as its required contribution of the total cost of the Project and shall transmit to the State with the return of this agreement, duly executed by the Local Government, a warrant or check for the amount and according to the payment schedule shown in Attachment C.
- B. The Local Government's fixed price contribution set forth in Attachment C is not subject to adjustment unless:
 1. site conditions change;
 2. work requested by the Local Government is ineligible for federal participation; or
 3. the adjustment is mutually agreed on by the State and the Local Government.
- C. If the Local Government will perform any work under this contract for which reimbursement will be provided by or through the State, the Local Government must complete training before federal spending authority is obligated. Training is complete when at least one individual who is working actively and directly on the Project successfully completes and receives a certificate for the course entitled *Local Government Project Procedures Qualification for the Texas Department of Transportation*. The Local Government shall provide the certificate of qualification to

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the State. The individual who receives the training certificate may be an employee of the Local Government or an employee of a firm that has been contracted by the Local Government to perform oversight of the Project. The State in its discretion may deny reimbursement if the Local Government has not designated a qualified individual to oversee the Project.

- D. Whenever funds are paid by the Local Government to the State under this agreement, the Local Government shall remit a warrant or check made payable to the "Texas Department of Transportation Trust Fund." The warrant or check shall be deposited by the State in an escrow account to be managed by the State. Funds in the escrow account may only be applied to this highway project.
- E. Notwithstanding that this is a fixed price agreement, the Local Government agrees that in the event any existing, future, or proposed Local Government ordinance, commissioner's court order, rule, policy, or other directive, including, but not limited to, outdoor advertising or storm water drainage facility requirements, is more restrictive than State or federal regulations, or any other locally proposed change, including, but not limited to, plats or re-plats, results in any increased costs to the State, then the Local Government will pay one hundred percent (100%) of all those increased costs, even if the applicable county qualifies as an Economically Disadvantaged County (EDC). The amount of the increased costs associated with the existing, future, or proposed Local Government ordinance, commissioner's court order, rule, policy, or other directive will be determined by the State at its sole discretion.
- F. If the Local Government is an EDC and if the State has approved adjustments to the standard financing arrangement, this agreement reflects those adjustments.
- G. If the Project has been approved for an "incremental payment" non-standard funding or payment arrangement under 43 TAC §15.52, the budget in Attachment C will clearly state the incremental payment schedule.

4. Real Property in Lieu of Monetary Payment

- A. Contributions of real property may be credited to the Local Government's funding obligation for the cost of right of way to be acquired for this project. Credit for all real property, other than property which is already dedicated or in use as a public road, contributed by the Local Government to the State shall be based on the property's fair market value established as of the effective date of this agreement. The fair market value shall not include increases or decreases in value caused by the project and should include the value of the land and improvements being conveyed, excluding any damages to the remainder. The amount of any credit for real property contributed for this project is clearly shown in Attachment C.
- B. The Local Government will provide to the State all documentation to support the determined fair market value of the donated property. This documentation shall include an appraisal of the property by a licensed appraiser approved by the State. The cost of appraisal will be the responsibility of the State. The State will review the submitted documentation and make a final determination of value; provided however, the State

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may perform any additional investigation deemed necessary, including supplemental appraisal work by State employees or employment of fee appraisers.

- C. Credit shall be given only for property transferred at no cost to the State after the effective date of this agreement and the issuance of spending authority, and only for property which is necessary to complete this project, has title acceptable to the State, and is not contaminated with hazardous materials. Credit shall be in lieu of monetary contributions required to be paid to the State for the Local Government's funding share of the right of way to be acquired for this project. The total credit cannot exceed the Local Government's matching share of the right of way obligation under this agreement, and credits cannot be reimbursed in cash to the Local Government, applied to project phases other than right of way, nor used for other projects.
- D. In the event the Local Government's monetary contributions to the State for acquisition of right of way, when added to its real property credits, exceed the Local Government's matching share of the right of way obligation, there will be no refund to the Local Government of any portion of its contributed money.

5. Amendments

Amendments to this agreement due to changes in the character of the work, terms of the agreement, or responsibilities of the parties relating to the Project may be enacted through a mutually agreed upon, written supplemental agreement.

6. Notices

All notices to either party by the other required under this agreement shall be delivered personally or sent by certified or U.S. mail, postage prepaid, to the following addresses:

Local Government:	State:
City of Lampasas	Director of Right of Way Division
312 East Third Street	Texas Department of Transportation
Lampasas, Texas 76550	125 E. 11 th Street
	Austin, Texas 78701

All notices shall be deemed given on the date delivered or deposited in the mail, unless otherwise provided by this agreement. Either party may change the above address by sending written notice of the change to the other party. Either party may request in writing that notices shall be delivered personally or by certified U.S. mail and that request shall be honored and carried out by the other party.

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7. Remedies

This agreement shall not be considered as specifying the exclusive remedy for any agreement default, but all remedies existing at law and in equity may be availed of by either party to this agreement and shall be cumulative.

8. Legal Construction

If one or more of the provisions contained in this agreement shall for any reason be held invalid, illegal, or unenforceable in any respect, that invalidity, illegality, or unenforceability shall not affect any other provisions and this agreement shall be construed as if it did not contain the invalid, illegal, or unenforceable provision.

9. Responsibilities of the Parties

The State and the Local Government agree that neither party is an agent, servant, or employee of the other party and each party agrees it is responsible for its individual acts and deeds as well as the acts and deeds of its contractors, employees, representatives, and agents.

10. Compliance with Laws

The parties shall comply with all federal, state, and local laws, statutes, ordinances, rules and regulations, and the orders and decrees of any courts or administrative bodies or tribunals in any manner affecting the performance of this agreement. When required, the Local Government shall furnish the State with satisfactory proof of this compliance.

11. Sole Agreement

This agreement constitutes the sole and only agreement between the parties and supersedes any prior understandings or written or oral agreements respecting the subject matter of this agreement.

12. Ownership of Documents

Upon completion or termination of this agreement, all documents prepared by the State shall remain the property of the State. All data prepared under this agreement shall be made available to the State without restriction or limitation on their further use. All documents produced or approved or otherwise created by the Local Government shall be transmitted to the State in the form of photocopy reproduction on a monthly basis as required by the State. The originals shall remain the property of the Local Government. At the request of the State, the Local Government shall submit any information required by the State in the format directed by the State.

13. Inspection of Books and Records

The Local Government shall maintain all books, papers, accounting records and other documentation relating to costs incurred under this agreement and shall make such materials available to the State and, if federally funded, the Federal Highway

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Administration (FHWA) or their duly authorized representatives for review and inspection at its office during the contract period and for four (4) years from the date of completion of work defined under this agreement or until any impending litigation, or claims are resolved. Additionally, the State and FHWA and their duly authorized representatives shall have access to all the governmental records that are directly applicable to this agreement for the purpose of making audits, examinations, excerpts, and transcriptions.

14. State Auditor

The state auditor may conduct an audit or investigation of any entity receiving funds from the State directly under this agreement or indirectly through a subcontract under this agreement. Acceptance of funds directly under this agreement or indirectly through a subcontract under this agreement acts as acceptance of the authority of the state auditor, under the direction of the legislative audit committee, to conduct an audit or investigation in connection with those funds. An entity that is the subject of an audit or investigation must provide the state auditor with access to any information the state auditor considers relevant to the investigation or audit.

15. Procurement and Property Management Standards

The parties shall adhere to the procurement standards established in Title 49 CFR §18.36 and with the property management standard established in Title 49 CFR §18.32.

16. Civil Rights Compliance

The parties to this agreement shall comply with the regulations of the U.S. Department of Transportation as they relate to nondiscrimination (49 CFR Part 21 and 23 CFR Part 200), and Executive Order 11246 titled "Equal Employment Opportunity," as amended by Executive Order 11375 and supplemented in the Department of Labor Regulations (41 CFR Part 60).

17. Applicability of Federal Provisions

Articles 18 through 23 only apply if Federal funding is used in the acquisition of right of way or the adjustment of utilities.

18. Office of Management and Budget (OMB) Cost Principles

In order to be reimbursed with federal funds, the parties shall comply with the Cost Principles established in OMB Circular A-87 that specify that all reimbursed costs are allowable, reasonable, and allocable to the Project.

19. Disadvantaged Business Enterprise (DBE) Program Requirements

- A. The parties shall comply with the DBE Program requirements established in 49 CFR Part 26.
- B. The Local Government shall adopt, in its totality, the State's federally approved DBE program.

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- C. The Local Government shall set an appropriate DBE goal consistent with the State's DBE guidelines and in consideration of the local market, project size, and nature of the goods or services to be acquired. The Local Government shall have final decision-making authority regarding the DBE goal and shall be responsible for documenting its actions.
- D. The Local Government shall follow all other parts of the State's DBE program referenced in TxDOT Form 2395, Memorandum of Understanding Regarding the Adoption of the Texas Department of Transportation's Federally -Approved Disadvantaged Business Enterprise by Entity and attachments found at web address http://txdot.gov/business/business_outreach/mou.htm.
- E. The Local Government shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of any U.S. Department of Transportation (DOT)-assisted contract or in the administration of its DBE program or the requirements of 49 CFR Part 26. The Local Government shall take all necessary and reasonable steps under 49 CFR Part 26 to ensure non-discrimination in award and administration of DOT-assisted contracts. The State's DBE program, as required by 49 CFR Part 26 and as approved by DOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to the Local Government of its failure to carry out its approved program, the State may impose sanctions as provided for under 49 CFR Part 26 and may, in appropriate cases, refer the matter for enforcement under 18 USC 1001 and the Program Fraud Civil Remedies Act of 1986 (31 USC 3801 et seq.).
- F. Each contract the Local Government signs with a contractor (and each subcontract the prime contractor signs with a sub-contractor) must include the following assurance: *The contractor, sub-recipient, or sub-contractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of DOT-assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this agreement, which may result in the termination of this agreement or such other remedy as the recipient deems appropriate.*

20. Debarment Certification

The parties are prohibited from making any award at any tier to any party that is debarred or suspended or otherwise excluded from or ineligible for participation in Federal Assistance Programs under Executive Order 12549, "Debarment and Suspension." By executing this agreement, the Local Government certifies that it is not currently debarred, suspended, or otherwise excluded from or ineligible for participation in Federal Assistance Programs under Executive Order 12549 and further certifies that it will not do business with any party that is currently debarred, suspended, or otherwise excluded from or ineligible for participation in Federal Assistance Programs under Executive Order 12549. The parties to this contract shall require any party to a subcontract or purchase order awarded under this

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contract to certify its eligibility to receive federal funds and, when requested by the State, to furnish a copy of the certification.

21. Lobbying Certification

In executing this agreement, each signatory certifies to the best of that signatory's knowledge and belief, that:

- A. No federal appropriated funds have been paid or will be paid by or on behalf of the parties to any person for influencing or attempting to influence an officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.
- B. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with federal contracts, grants, loans, or cooperative agreements, the signatory for the Local Government shall complete and submit the Federal Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- C. The parties shall require that the language of this certification shall be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and all sub-recipients shall certify and disclose accordingly. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Title 31 USC §1352. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each failure.

22. Federal Funding Accountability and Transparency Act Requirements

- A. Any recipient of funds under this agreement agrees to comply with the Federal Funding Accountability and Transparency Act (FFATA) and implementing regulations at 2 CFR Part 170, including Appendix A. This agreement is subject to the following award terms: <http://www.gpo.gov/fdsys/pkg/FR-2010-09-14/pdf/2010-22705.pdf> and <http://www.gpo.gov/fdsys/pkg/FR-2010-09-14/pdf/2010-22706.pdf>.
- B. The Local Government agrees that it shall:
 - 1. Obtain and provide to the State a System for Award Management (SAM) number (Federal Acquisition Regulation, Part 4, Sub-part 4.11) if this award provides more than \$25,000 in Federal funding. The SAM number may be obtained by visiting the SAM website whose address is: <https://www.sam.gov/portal/public/SAM/>
 - 2. Obtain and provide to the State a Data Universal Numbering System (DUNS) number, a unique nine-character number that allows Federal government to track the

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distribution of federal money. The DUNS may be requested free of charge for all businesses and entities required to do so by visiting the Dun & Bradstreet (D&B) on-line registration website <http://fedgov.dnb.com/webform>; and

3. Report the total compensation and names of its top five (5) executives to the State if:

- i. More than 80% of annual gross revenues are from the Federal government, and those revenues are greater than \$25,000,000; and
- ii. The compensation information is not already available through reporting to the U.S. Securities and Exchange Commission.

23. Single Audit Report

- A. The parties shall comply with the requirements of the Single Audit Act of 1984, P.L. 98-502, ensuring that the single audit report includes the coverage stipulated in OMB Circular A-133.
- B. If threshold expenditures of \$750,000 or more are met during the Local Government's fiscal year, the Local Government must submit a Single Audit Report and Management Letter (if applicable) to TxDOT's Audit Office, 125 E. 11th Street, Austin, TX 78701 or contact TxDOT's Audit Office at <http://txdot.gov/inside-tdot/office/audit/contact.html>
- C. If expenditures are less than \$750,000 during the Local Government's fiscal year, the Local Government must submit a statement to TxDOT's Audit Office as follows: "We did not meet the \$750,000 expenditure threshold and therefore, are not required to have a single audit performed for FY _____."
- D. For each year the project remains open for federal funding expenditures, the Local Government will be responsible for filing a report or statement as described above. The required annual filing shall extend throughout the life of the agreement, unless otherwise amended or the project has been formally closed out and no charges have been incurred within the current fiscal year.

24. Signatory Warranty

Each signatory warrants that the signatory has necessary authority to execute this agreement on behalf of the entity represented.

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THIS AGREEMENT IS EXECUTED by the State and the Local Government in duplicate.

THE LOCAL GOVERNMENT

Signature

TJ Monroe

Typed or Printed Name

Mayor

Title

Date

THE STATE OF TEXAS

Rose Wheeler
Contracts and Finance Director
Right of Way Division
Texas Department of Transportation

Date

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ATTACHMENT A RESOLUTION OR ORDINANCE

RESOLUTION NO. 21-13

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAMPASAS, TEXAS, AUTHORIZING THE MAYOR OF THE CITY OF LAMPASAS TO SIGN AN AGREEMENT TO CONTRIBUTE FUNDS TO RELOCATE, REMOVE AND/OR ADJUST UTILITIES AND FOR THE COST FOR ACQUISITION OF CERTAIN RIGHT OF WAY ON US 281S FROM US 183 TO BURNET COUNTY LINE WITH THE TEXAS DEPARTMENT OF TRANSPORTATION.

WHEREAS, the Texas Department of Transportation has deemed it necessary to make certain highway improvements on US 281S from US 183 to Burnet County Line, and this section of highway improvements will necessitate the relocating and adjusting of utilities, called the "Project"; and

WHEREAS, the project requires a minimum 10% local funding match and the City has allocated the amount of \$39,640.50; thereby 10% local matching funds of the total project estimate of \$396,405.00

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

Sec.1. The City of Lampasas supports this project shown by contributing 10% funding commits to the project's development, implementation, construction, maintenance, management, and financing. The City is willing and able to enter into an agreement with TxDOT by resolution.

Sec.2. That the City adopts Resolution No. 21-13 approving the submission of the project nomination; and the support and funding of the project should it receive federal funds.

Sec.3. That the City Manager is hereby authorized to act on behalf of the City in all matters relating to this funding nomination and to execute all necessary applications, assurances, certification, and other documents, relative to the submission, later acceptance, and administration of such funds.

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

The regular meeting of the City of Lampasas City Council was called to order at 5:30 p.m. August 23, 2021, by Mayor TJ Monroe.

PASSED AND APPROVED on this the 23rd day of August, 2021.

TJ Monroe, Mayor

ATTEST:

Becky Sims, City Secretary

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ATTACHMENT B LOCATION MAP SHOWING PROJECT



ATTACHMENT C PROJECT BUDGET ESTIMATE

County	Brown	Federal Project #	
District	Brownwood District	CFDA Title:	Highway Planning and Construction
ROW CSJ #	0251-06-040	FHWA CFDA #	20.205
CCSJ #	0251-06-036	Federal Highway Administration	
		Not Research and Development	

Standard Agreement to Contribute

State Performs Work

Periodic Payments

Attachment C

Description	Total Estimated Cost	Participation				Total % (should be 100%)
		State		Local		
		%	Cost	%	Cost	
Right of Way Acquisition	\$396,405.00	90.0%		10.0%	\$39,640.50	100.0%
Reimbursable Utility Adjustments Joint Bid -						0.0%
Reimbursable Utility Adjustments						0.0%
TOTAL	\$396,405.00		\$0.00		\$39,640.50	

Fixed Amount

Except as otherwise provided in the Agreement, the fixed amount of Local Government participation will be that amount provided above.

Local Government requested approval for periodic payments of its funding obligation pursuant to 43 TAC §15.52 and the executive Director has approved the request. Attached is complete Special Approval Form - DED Approval.

Period payment schedule:

Initial payment by the Local Government to the State with execution of agreement.

Dollars \$13,213.50 on or before October 15, 2021
Dollars \$13,213.50 on or before October 15, 2022
Dollars \$13,213.50 on or before October 15, 2023



August 2, 2021

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

To the Honorable Mayor and
Members of the City Council

Re: Atmos Energy Franchise Payment

In accordance with the provisions of the franchise agreement between Atmos Energy and the City Of Lampasas, TX, enclosed is a franchise payment for the rights and privileges from July 01, 2021 through September 30, 2021 in the amount of \$11,185.05.

This payment is based on the period April 01, 2021 through June 30, 2021 and is due on or before August 15, 2021. The attached report contains supporting information for this payment.

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

Enclosure

Tammie Bowman
Atmos Energy

Atmos Energy
Franchise Payment Report

City Of Lampasas, TX

Revenue Period: April 01, 2021 through June 30, 2021

Date Due: 8/15/2021

Date Paid: 8/2/2021 10:20:30 AM

Category	Gross Revenue	Rate	Payment
Residential Sales	175,897.00	3.0000	5,276.92
Misc. Service Charges - Residential	489.30	3.0000	14.68
Commercial Sales	86,452.38	3.0000	2,593.57
Misc. Service Charges - Commercial	104.00	3.0000	3.12
Commercial Governmental Sales	8,734.60	3.0000	262.04
Industrial Sales	20,867.62	3.0000	626.03
Transportation Sales	17,681.28	3.0000	530.44
3rd Party Value of Gas			1,878.25
	\$ 310,226.18		\$ 11,185.05

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

August 2, 2021



Brian Conner

Dir State & Local Tax