

**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, January 9, 2023
5:30 p.m. Workshop Session
6:00 p.m. Regular Session**

(regular session will begin immediately following workshop and may be called to order prior to 6:00 pm)

Notice is hereby given that a regular meeting of the City Council of the City of Lampasas, Texas will be held on Monday, January 9, 2023 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 of Substandard Properties. *pgs. 5-6*
3. Discussion regarding Skate Park Signage *pgs. 7-8*
4. Discussion regarding Interceptor Study. *pgs. 9-16*
5. Discussion regarding hours and programs at the Animal Shelter. *pgs. 17-18*
6. Discussion regarding any item on the regular agenda
7. Adjourn Workshop Session

REGULAR SESSION

ANNOUNCEMENTS

- A. Call to Order
- B. Invocation and Pledge of Allegiance
- C. Presentations and Proclamations
 - Swearing in Ceremony
 - Officer Trevor Johnstone
 - Service Recognition
 - Yvonne Moreno -25 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 comments regarding proposed amendments to the Lampasas Zoning Ordinance, Chapter III Zoning Districts, Height and Area Regulations; specific to Non-	19-26

	Single-Family Residential Districts; such as Multi-Family-2 (Apartments), Office, Retail, Light and Heavy Industrial.	
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2.0	MINUTES	PAGES
2.1	Discussion and possible action concerning approval of minutes of the Regular Meeting held on December 12, 2022.	27-38

3.0	CONSENT AGENDA	PAGES
3.1	Discussion and possible action regarding purchases and charges in excess of \$4,000 from December 1, 2022 through December 31, 2022	39-46
3.2	Discussion and possible action regarding the November 2022 Investment Report	47-68
3.3	Discussion and possible action regarding the second reading of an Ordinance to consider approval, denial or approval with modifications the request to rezone property from Commercial "C" to Single Family Residential-6 "SF-6" described as being the west one-half (W 1/2) of Lot One (1), Block Two (2), East Lampasas, Lampasas County, commonly known as 1001 Bridge Street.	69-70
3.4	Discussion and possible action regarding the second reading of an Ordinance to vacate, abandon and convey 0.24 acres (60-foot-wide) of un-opened Deb Lynn Street- East of South Howe Street between outlot 18 and outlot 25 of the L.H.W Johnson Survey; part of 1003 S. Howe Street	71-72

4.0	BOARDS/DEPARTMENT REPORTS	PAGES
4.1	<ol style="list-style-type: none"> 1. Public Works Monthly Report for Electric, Streets, Water/Wastewater 2. Police Department Monthly Report 3. Building Official Monthly Report 4. Economic Development Monthly Report 5. Fire Department Monthly Report 6. Parks and Recreation Monthly Report 7. Information Systems Monthly Report 8. Library Monthly Report 9. Golf Course Monthly Report 10. Municipal Court Monthly Report 11. City Secretary Monthly Report 12. Utility Billing and Collections Monthly Report 	73-104
5.0	ROUTINE MATTERS	PAGES
5.1	<p>City Manager's Operational Report</p> <ul style="list-style-type: none"> • West First Street • Police Department • Skate Park • Freeze Repairs • Evaluations • Welcome Sign • Christmas Lights • Fire Department • EMS Report • TxDOT Pre-App • Relief Route • Holidays 	105-108

	• Staff	
5.2	MAYOR'S COMMENTS	N/A
6.0	UNFINISHED BUSINESS	N/A

7.0	NEW BUSINESS	PAGES
7.1	Discussion and possible action regarding a Joint Election Agreement between the Lampasas Independent School District and the City of Lampasas	109-112
7.2	Discuss and consider the selection of winner of website photo contest.	113-114
7.3	Discussion and possible action regarding the first reading of an Ordinance to modify Appendix A- Fee Schedule, Public Works, Electric Security Light Installation Fee.	115-116
7.4	Discussion and possible action regarding the first reading of an Ordinance to modify the City of Lampasas Personnel Policy, Employee Responsibilities; Uniform Allowances, Meal Allowances, Stand by Duty Hourly Pay and Public Service Hours.	117-120
7.5	Discussion and possible action regarding Best Friends Animal Society providing grant funding to Lampasas Animal Shelter through a mentorship with the Williamson County Regional Animal Shelter	121-132
7.6	Discussion and possible action regarding proposal for professional services between the City of Lampasas and Jones-Heroy & Associates for Spring Street Pump Station Conversion to Inline Booster Station to include design, bidding and construction phase in an amount not to exceed \$25,000.00.	133-138
7.7	Discussion and possible action regarding the first reading of an Ordinance to consider approval, denial or approval with modifications to the proposed amendments to the Lampasas Zoning Ordinance, Chapter III Zoning Districts, Height and Area Regulations; specific to Non-Single-Family Residential Districts; such as Multi-Family-2 (Apartments), Office, Retail, Light and Heavy Industrial.	139-140

Adjourn

I, Becky Sims, City Secretary of the City of Lampasas, Texas, do hereby certify that this Notice of Meeting was posted on the bulletin board/front window of City Hall, 312 East Third Street, Lampasas, Texas, at a place readily accessible to the general public at all times, on the 6 day of January 2023 at 1:00pm

Becky Sims
Becky Sims, City Secretary

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City ManagerITEM NO. WS-2

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

Subject:

Discussion and presentation of Substandard Properties

Requested By: City Council**Submitted By:** Frank Ellett, Building Official**Date Submitted:** January 3, 2023**For the Agenda of:** January 9, 2023**Procurement and Funding Statement:**

N/A

Attachments: Presentation

Summary Statement:

During the November 2022 Council Planning Session, Staff presented objectives and progress related to the Comprehensive Plan. Council identified Code Enforcement as a priority. One of the action steps is to strengthen enforcement and incentives throughout the City to maintain the quality of neighborhood character and renovate older structures in disrepair. Council asked that Staff prepare a list of substandard properties, identifying efforts made and present to Council in January 2023.

Recommendation:

Discussion and direction only

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City Manager

ITEM NO. ~~WS-3~~

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

Subject:

Discussion regarding Skate Park Signage

Requested By: SPA Contractors

Submitted By: Ryan Ward, ACM

Date Submitted: January 3, 2023

For the Agenda of: January 9, 2023

Procurement and Funding Statement:

N/A

Attachments:

Summary Statement:

SPA Skateparks has given guidance, based on their experience with other municipalities in Texas, that the City should have rules and signage in place before the park is completed, reducing tort liability to the City of Lampasas. The recommended rules are consistent with other municipalities and State of Texas Title 75 standards. The intent of this discussion item is to provide you the opportunity for feedback. SPA has mobilized and we would like to have signage approved and in place by the end of January 2023. Staff has reached out to the Parks Board and TML for feedback and guidance as well. Signage will require a complimentary Ordinance to be considered at a future meeting.

Recommendation:

Discussion and direction only

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City Manager

ITEM NO. ~~WS-4~~

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

Subject:

Discussion and updates related to the Interceptor Capacity Study completed by Eckermann Engineering

Requested By: Finley deGraffenried, City Manager

Submitted By: Ryan Ward, ACM

Date Submitted: January 3, 2023

For the Agenda of: January 9, 2023

Procurement and Funding Statement:

N/A

Attachments:

Summary Statement:

The Wastewater Interceptor Capacity Study was identified as a planning project in the 2021-2026 Capital Improvement Program (CIP) Report. In March 2021, Council approved the Interceptor Capacity Study proposal presented by Eckermann Engineering in the amount of \$35,250.00. In April, 2022 Council directed Staff, in consultation with modeling engineer, to seek proposals for data collection and assessment, of identified interceptors, including flows and smoke testing, to determine potential projects. This item has been placed on the workshop agenda to provide Council with an update related to data collection and analysis.

Recommendation:

Discussion and direction only

Wastewater Interceptor Update

City Council 1-9-2023

Interceptor Capacity Analysis Background

Overview

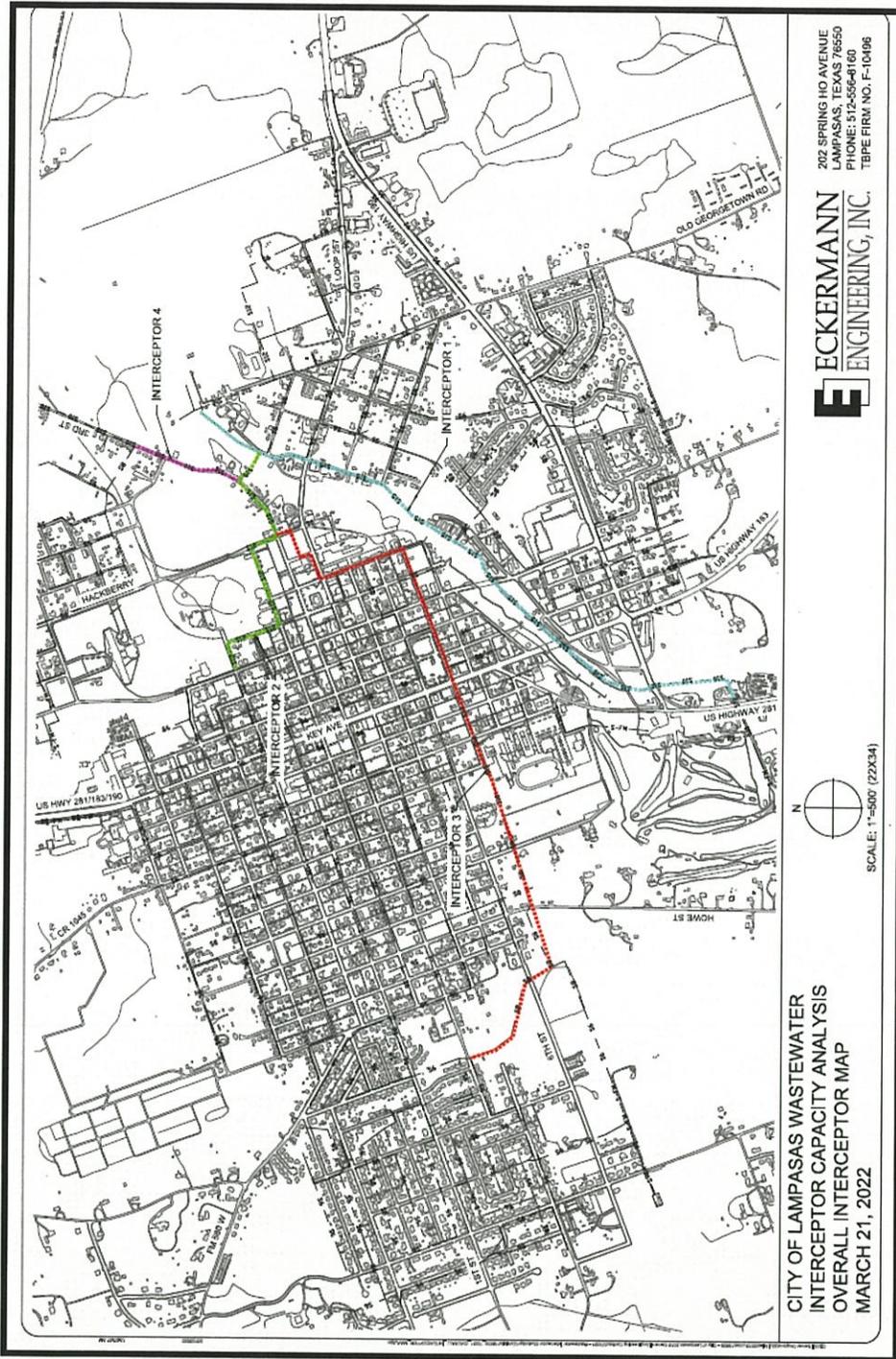
- ❑ Peaking Factor (PF) was calculated by dividing the peak hour flow by the average daily flow, utilizing actual flow data provided by the city from wastewater treatment plant.
- ❑ Based on this existing data, a peaking factor of 2.3 was utilized for this analysis.
- ❑ The City of Lampasas provided SCADA information for the entry point into the wastewater treatment plant. This data was used not only to calculate the peaking factor, but also used as a comparison or backcheck of the calculated peak wet weather flows.
- ❑ The actual flow data provided by the City included peak hour flows with a maximum of approximately 2,000 GPM on six days of 2020. Calculated Peak Wet Weather Flow (PWWF) for Sewersheds 1 through 4 resulted in a peak hour flow of approximately 2,080 GPM.

Unit Flows Used for Analysis

- ❑ Residential – 240 GPD per house (1 LUE)
- ❑ Apartments/Senior Living – 150 GPD per unit
- ❑ Retail/Office/Commercial – 240 GPD per office (Assumes the average office is 2,000 to 3,000 sf)
- ❑ Restaurant – 1,200 GPD per restaurant/convenience store (Assumes the average restaurant is 1,000 sf or contains approximately 40 seats)
- ❑ Convenience Store – 1,200 GPD per store (Assumes the average store serves approximately 500 people per day)
- ❑ Hotels – 75 GPD per room
- ❑ Church – 5 GPD per visitor
- ❑ School – 20 GPD per student (equates to approximately 1 LUE per 12-13 students)
- ❑ Infiltration/Inflow (I&I) – 500 GPD/acre

Overall Interceptor Map

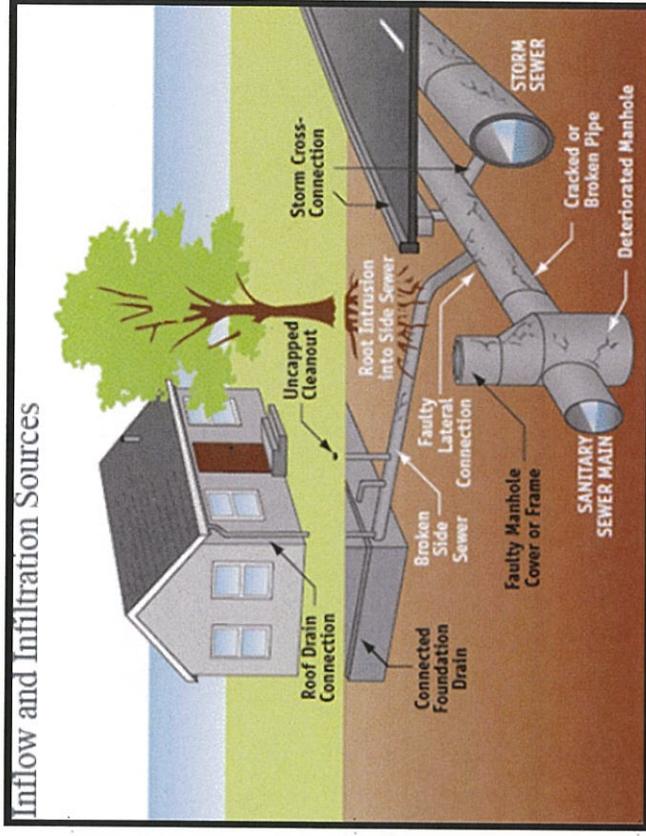
- Interceptor 1
- Interceptor 2
- Interceptor 3
- Interceptor 4



Proposed First Phase Inflow & Infiltration Data Collection Project

Intent

- Target Wastewater Interceptor segments 1 – 3, where PWWF capacity has been identified as exceeds or over 75%.
- Use I&I metering devices to collect PWWF & PDWF data for approx. 4 miles of sewer.
- Collect data on the manholes that feed into the Interceptors at the point of intersection.
- Proposed cost would be approx. \$50,000.



Outcome

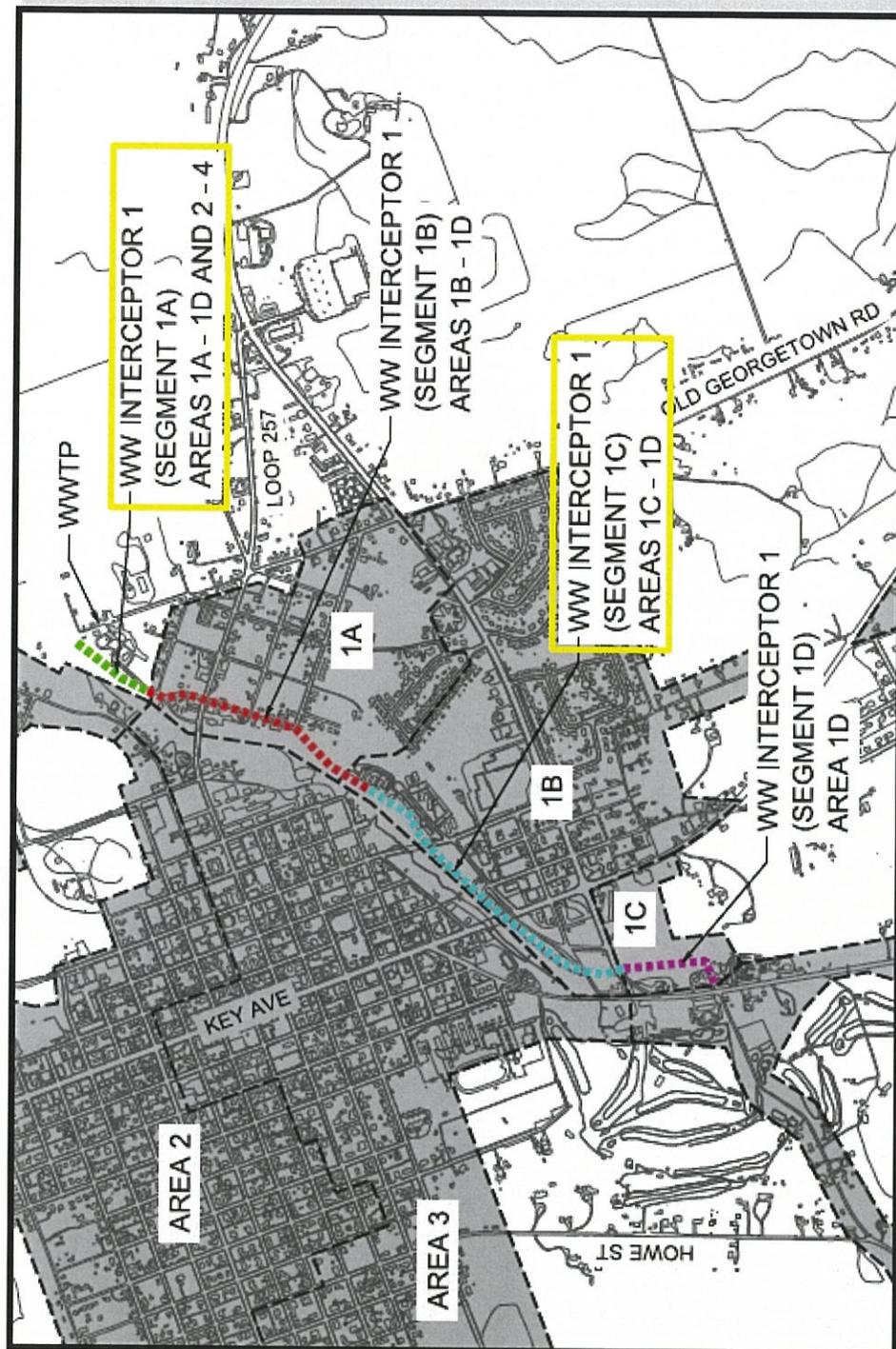
- Determine if I&I factors exist or if the size of the existing pipe should be upsized to increase the capacity, clearly defining future infrastructure improvement projects.

Identified Interceptor 1 Capacity Exceedance

Interceptor 1A = 95.2% - 860 LF

Interceptor 1C = 80.9% - 3270 LF

Total Length of Interceptor 1 = 7720 LF

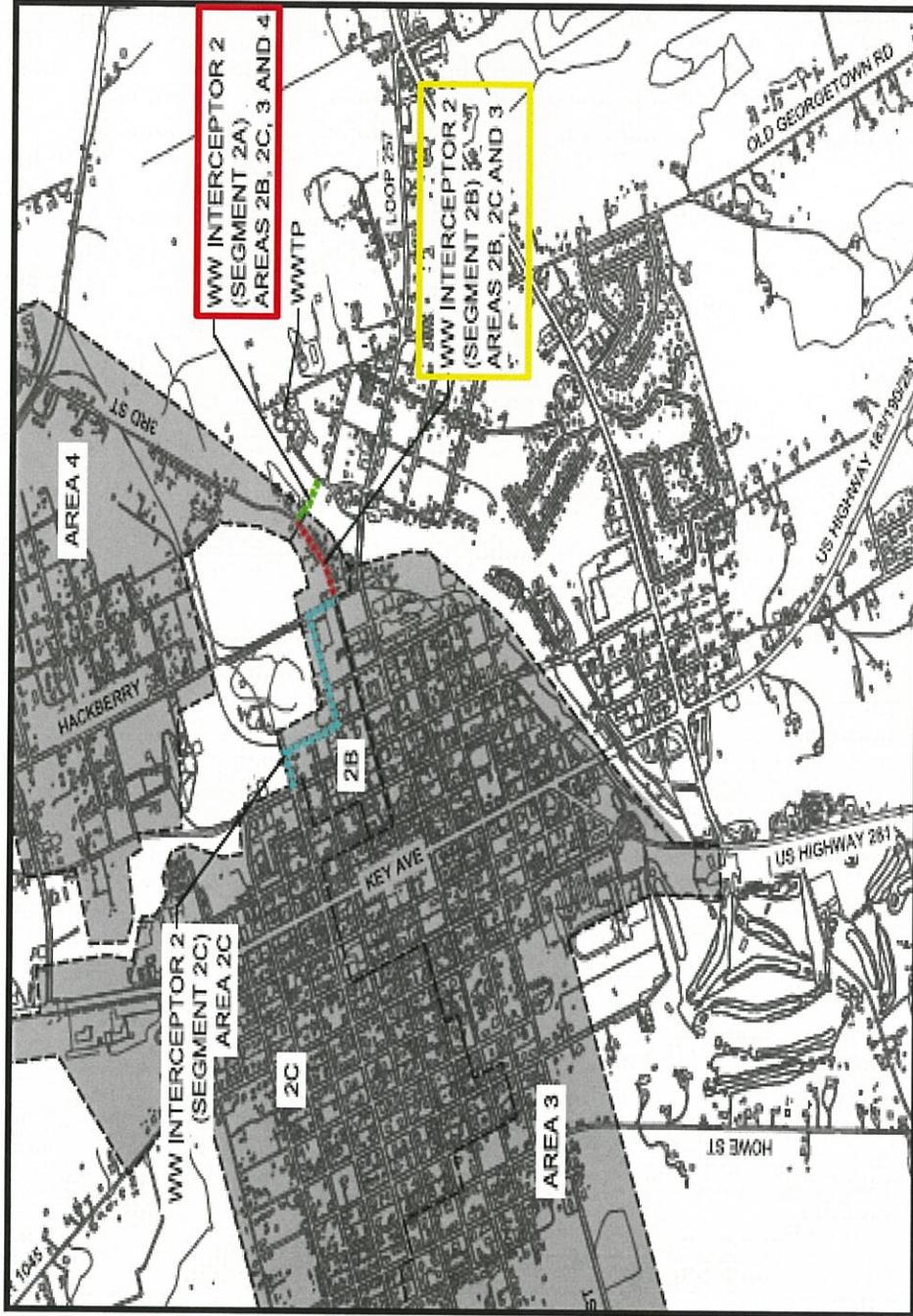


Identified Interceptor 2 Capacity Exceedance

Interceptor 2A = **117.6%** - 450 LF

Interceptor 2B = **98.1%** - 790 LF

Total Length of Interceptor 2 = 3600 LF



Identified Interceptor 3 Capacity Exceedance

Interceptor 3A = **94.9%** - 970 LF

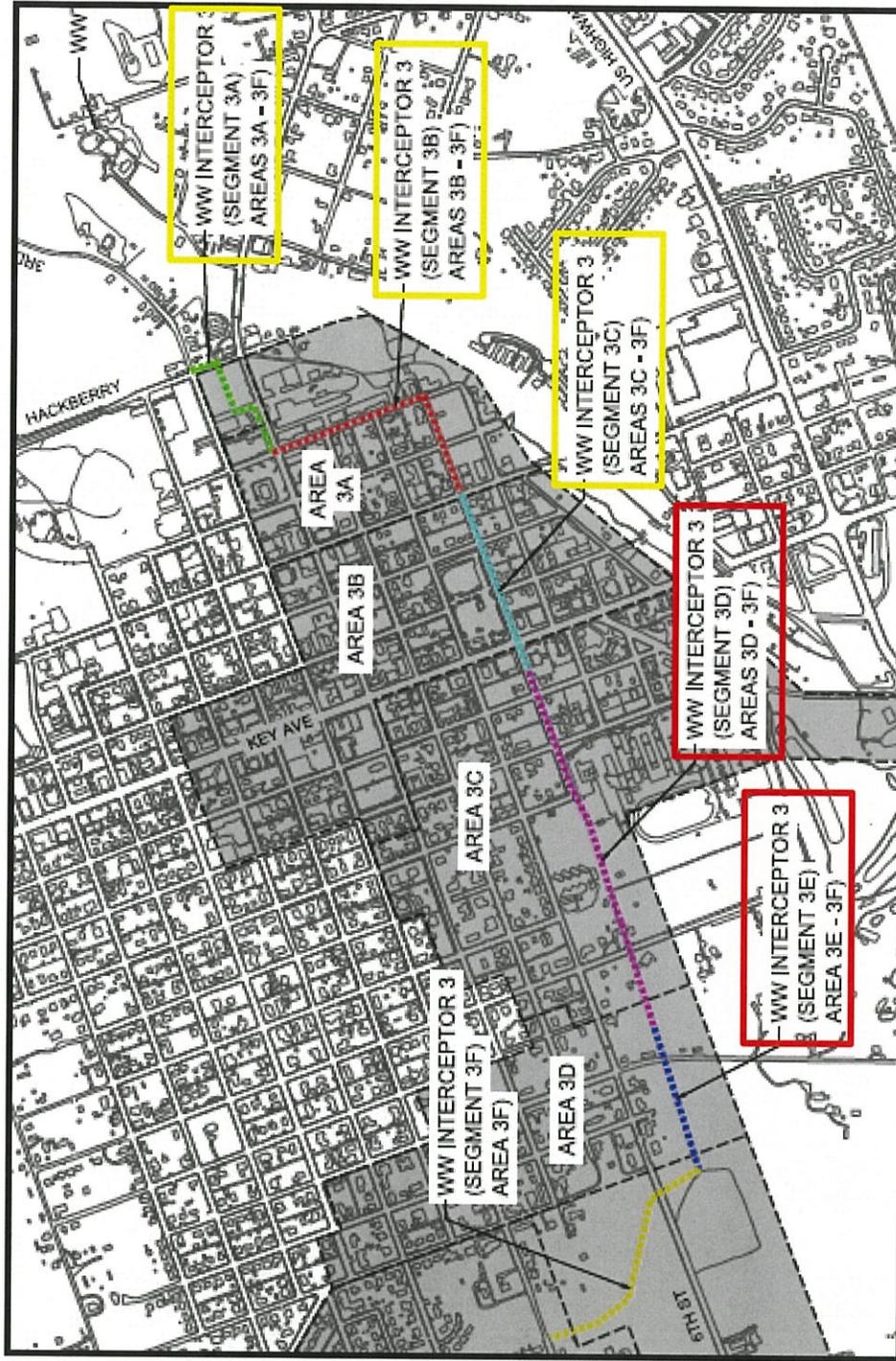
Interceptor 3B = **90.3%** - 1720 LF

Interceptor 3C = **77.1%** - 1230 LF

Interceptor 3D = **135.5%** - 2550 LF

Interceptor 3E = **120.8%** - 960 LF

Total Length of Interceptor 3 = 9030 LF




City ManagerITEM NO. WS-5

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

Subject:

Discussion regarding hours and programs at the Animal Shelter.

Requested By: Kasey Schwartzer, Animal Shelter Supervisor

Submitted By: Kasey Schwartzer, Animal Shelter Supervisor

Date Submitted: January 3, 2023

For the Agenda of: January 9, 2023

Procurement and Funding Statement:

N/A

Attachments:**Summary Statement:**

This item has been placed on the workshop agenda to present recommended changes to hours and new programs at the Lampasas Animal Shelter. The shelter is fortunate to have the opportunity to partner with Williamson County Regional Animal Shelter for grant funding through Best Friends Animal Society. Council will be asked to consider this mentorship agreement during the regular agenda. This funding will allow many positive changes and opportunities for the Lampasas Animal Shelter through resources and mentoring programs. Currently the Lampasas Animal Shelter is open to the public Monday-Friday 8-6 and Saturday 8-12. This provides staff very little time to work one-on one with animals. In reaching out to surrounding shelters it was found that they limit the hours they are open to the public. Staff would like to modify shelter hours during the week and offer extended hours on Saturdays one day a month to host Public Relations events that promote the shelter and adoptions. Staff would also like to allow volunteers under the age of 16 and start a Foster Program. These items will be discussed in detail during workshop.

Recommendation:

Discussion and direction only

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City Manager

ITEM NO. 13

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

Subject:

Public hearing to receive citizen comments regarding proposed amendments to the Lampasas Zoning Ordinance, Chapter III Zoning Districts, Height and Area Regulations; specific to Non-Single-Family Residential Districts; such as Multi-Family-2 (Apartments), Office, Retail, Light and Heavy Industrial.

Requested By: Becky Sims, City Secretary/Zoning Administrator

Submitted By: Becky Sims, City Secretary/Zoning Administrator

Date Submitted: January 4, 2023

For the Agenda of: January 9, 2023

Procurement and Funding Statement:

N/A

Attachments: Chart and Staff report

Summary Statement:

Staff has been collecting data and reviewing height restriction regulations among other municipalities, as well as seeking guidance from the American Planning Association. The attached draft falls in line with how other municipalities regulate lot size and setbacks in relation to height restrictions by district. This draft was presented to the Planning Commission at the September 1, 2022 meeting with no recommended changes and to City Council at the September 12, 2022. To date no recommendations have been made and Staff would like to move forward with the recommended amendments.

This was brought before the Planning Commission at the January 5, 2023 and they did recommend approval.

Recommendation:

Discussion only

City of Lampasas
Zoning Board of Adjustment
Staff Report (Zoning Amendments)

- Staff has been collecting data and reviewing height restriction regulations among other municipalities, as well as seeking guidance from the American Planning Association.
- The attached draft falls in line with how other municipalities regulate lot size and setbacks in relation to height restrictions by district.
- This draft focuses on multifamily (apartments), commercial, retail and industrial.
- At this time there is no recommended amendment to the height restrictions to residential as the max height is 2 ½ stories (35 feet) which is standard with other municipalities.
- This draft was presented to the Planning Commission at the September 1, 2022 meeting with no recommended changes and to City Council at the September 12, 2022.
- To date no recommendations have been made and Staff would like to move forward with the recommended amendments.
- The recommended zoning amendments align with actionable objectives within the Comprehensive Plan such as; opportunities to accommodate the demand for commercial growth, to catalyze new types of investments and to provide a wide range of housing options such as 4-story multi-family (apartments).

DISTRICT	MINIMUM LOT AREA	MINIMUM DWELLING UNIT SIZE	MINIMUM LOT WIDTH	MINIMUM LOT DEPTH	MINIMUM FRONT YARD	MINIMUM REAR YARD	MINIMUM SIDE YARD	MINIMUM HEIGHT OF BUILDING	MAXIMUM LOT COVERAGE BY BUILDING
MF-2 (Apartments)	15,000 SF/ Lot 1,725 SF/ Dwelling Unit	550 SF- efficiency 600 SF- 1BR 800 SF- 2+BR	100 FT 110 FT	125 FT 135 FT	40 FT 45 FT	20 FT/ 25 FT 80 FT in excess of one story/adj to Single Family	15 FT/ 20 FT 60 FT in excess of one story/adj to Single Family	3 STORIES 4 STORIES (55 FT HEIGHT)	50%
O	6,000 SF	N/A	50 FT 60 FT	110 FT 120 FT	25 FT 30 FT	20 FT 25 FT	10 FT 15 FT	2 STORIES 3 STORIES (45 FT HEIGHT)	50%
R	8,000 SF	1200 SF	70 FT 80 FT	100 FT 110 FT	25 FT 30 FT	25 FT 30 FT	25 FT 30 FT	2 STORIES 3 STORIES (45 FT HEIGHT)	40%
CBD (NO CHANGE)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	3 STORIES	N/A
C (NO CHANGE)	6,000 SF	N/A	60 FT	100 FT	20 FT	20 FT	15 FT	3 STORIES	50%
LI	15,000 SF	N/A	100 FT	150 FT	25 FT 30 FT	20 FT 25 FT	15 FT 20 FT	2 STORIES 3 STORIES	65%
HI	15,000 SF	N/A	100 FT	150 FT	25 FT 30 FT	20 FT 25 FT	15 FT 20 FT	3 STORIES	65%

ORDINANCE NO. _____

AN ORDINANCE AMENDING CITY OF LAMPASAS ORDINANCE NO. 878 - THE CITY OF LAMPASAS ZONING ORDINANCE; CHAPTER III ZONING DISTRICTS, SECTIONS 22, 24, 26, 29 AND 30, HEIGHT AND AREA REGULATIONS; PROVIDING FOR A SEVERABILITY CLAUSE; REPEALING ANY INCONSISTENT PROVISIONS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Lampasas is legally empowered to regulate land uses by the power provided to it by the Statutes of the State of Texas and by its Home Rule Charter; and

WHEREAS, on January 5, 2023, after providing the required public notice a public hearing was held on the proposed contextual changes to the City's Zoning Ordinance, as captioned above, and as set forth in Section 1 of this Ordinance below, the City of Lampasas Planning and Zoning Commission recommended to the City Council that the City's Zoning Ordinance be amended, as set forth herein below; and

WHEREAS, on January 9, 2023, after providing the required public notice, the City Council of the City of Lampasas, Texas, conducted a public hearing on the proposed contextual changes to the City's Zoning Ordinance, as set forth in Section 1 of this Ordinance, received input from the attendees at the public hearing and considered same, and determined that the City's Code of Ordinance No. 878 should be amended, as set forth herein below.

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

Section I: That the Lampasas Zoning Ordinance, Chapter III - Zoning Districts; specifically, **Section 22** Multi-Family Residential - 2 (Apartments), **Section 24** Office, **Section 26** Retail, **Section 29** Light Industrial, and **Section 30** Heavy Industrial, are hereby amended to read as follows:

SECTION 22 MF-2 -- MULTI-FAMILY RESIDENTIAL-2 DISTRICT (APARTMENTS)

22.3 HEIGHT REGULATIONS:

- A. **Maximum Height** - Four (4) stories (max 55 ft) for the main building including recreational buildings;
Remove: however, structures may exceed 35 feet if part of a Planned Development, or no greater than 5 over 2 if a podium structure.

22.4 AREA REGULATIONS:

- A. No Change
B. **Size of Yards:**
1. **Minimum Front Yard** – Forty- five feet (45') All areas adjacent to a street shall be deemed front yards.

2. **Minimum Side Yard** - Twenty feet (20'); sixty feet (60') when building is in excess of one story in height and adjacent to a Single-Family Zoning District
3. **Minimum Rear Yard** - Twenty-five (25'); eighty feet (80') when the building is in excess of one story and adjacent to a Single-Family Zoning District
4. **Building Separation:**
 - a. No Change
 - b. No Change
 - c. No Change
 - d. Four story buildings (or a four-story building adjacent to a one- or two-story building) - Twenty-five (25'), for buildings with or without openings

SECTION 24 0 -- OFFICE DISTRICT

24.3 HEIGHT REGULATIONS:

- A. **Maximum Height** –Three (3) stories (45 ft) (see Subsection 24.4(A)4).

24.4 AREA REGULATIONS:

A. Size of Yards:

1. **Minimum Front Yard:** Thirty-feet (30'); all yards adjacent to a street shall be considered a front yard, except that a corner lot may reduce the front yard to fifteen feet (15') provided the lot is not adjacent to a residential lot front yard, in which case the setback shall be the same as the neighboring residential lot.
2. **Minimum Side Yard:** Fifteen feet (15')
3. **Minimum Rear Yard:** Twenty-five feet (25')
4. **Adjacent to a Single-Family District:** The side or rear setback, whichever is adjacent to the single-family zoning district, shall observe a sixty-foot (60') setback if the office use is over one story in height.

B. Size of Lots:

1. **No Change**
2. **Minimum Lot Width:** Sixty feet (60')
3. **Minimum Lot Depth:** One hundred twenty feet (120')

SECTION 26 R -- RETAIL DISTRICT

26.3 HEIGHT REGULATIONS:

- A. **Maximum Height** -Three (3) stories.

26.4 AREA REGULATIONS:

A. Size of Lot:

1. **Minimum Lot Area** – Eight thousand (8,000) square feet
2. **Minimum Lot Width** - Eighty feet (80')
3. **Minimum Lot Depth** – One hundred-ten feet (110')

B. Size of Yards:

1. **Minimum Front Yard** -Thirty feet (30')

2. **Minimum Side Yard** – Twenty feet (20') adjacent to a street or public right-of-way
3. No Change
4. **Minimum Rear Yard** –Twenty feet (20')

SECTION 29 LI -- LIGHT INDUSTRIAL DISTRICT

29.3 HEIGHT REGULATIONS:

A. **Maximum Height:**

1. Occupied structures/buildings - Forty-five feet (45'), or three (3) stories
2. No Change

29.4 AREA REGULATIONS:

A. No Change

B. **Size of Yards:**

1. **Minimum Front Yard** -Thirty feet (30')
2. **Minimum Side Yard** - Twenty feet (20'); twenty-five feet (25') on a corner lot
3. **Minimum Rear Yard** – Twenty-five feet (25'); forty feet (40') if adjacent to single-family uses or zoning district

SECTION 30 HI -- HEAVY INDUSTRIAL DISTRICT

30.3 HEIGHT REGULATIONS:

A. **Maximum Height:**

1. No Change
2. No Change

30.4 AREA REGULATIONS:

A. **Size of Lot:**

1. No Change
2. No Change
3. No Change

B. **Size of Yards:**

1. **Minimum Front Yard** - Thirty feet (30')
2. **Minimum Side Yard** - Twenty feet (20'); twenty-five feet (25') on a corner lot
3. **Minimum Rear Yard** – Twenty-five feet (25'); forty feet (40') if adjacent to single-family uses or zoning district

Section 2: All provisions of the City of Lampasas' Zoning Ordinance not hereby amended shall remain in full force and effect. All Ordinances or parts of the ordinances of the City of Lampasas, Texas that are not consistent with or which are in conflict with the provisions of this Ordinance are hereby repealed.

Section 3: It is hereby declared to be the intention of the City Council of the City of Lampasas, Texas that the phrases, clauses, sentences, paragraphs, and sections of this Order are severable, and if any phrase, clause, sentence, paragraph, or section of this Ordinance should be declared unconstitutional by the valid judgment or decree of any

court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs, or sections of this Ordinance, since the same would have been enacted by the City Council without incorporation in this Ordinance of such unconstitutional phrases, clause, sentence, paragraph, or section.

Section 4: This Ordinance shall become effective upon the final date of adoption noted below, with the penalty provisions contained herein, *if any*, to take effect and become enforceable by the City ten (10) days following the publication of the Ordinance in the *Lampasas Dispatch Record*.

PASSED AND APPROVED ON FIRST READING ON THIS 9TH DAY OF JANUARY 2023.

PASSED AND ADOPTED ON THE SECOND READING ON THE 23ND DAY OF JANUARY 2023.

APPROVED:

ATTEST:

Mayor TJ Monroe

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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**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, December 12, 2022
5:30 p.m. Workshop Session
6:00 p.m. Regular Session**

(regular session will begin immediately following workshop and may be called to order prior to 6:00 pm)

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:

Randy Clark
Chuck Williamson
Herb Pearce
Cathy Kuehne
Davis Keele
Chuck Williamson

City Staff Present:

Finley deGraffenried, City Manager
Becky Sims, City Secretary
Monica Wright, IT Director
Ryan Ward, ACM
Jody Cummings, Police Chief
Jeff Smith, Fire Chief

Council Members Absent:

Zachary Morris

WORKSHOP SESSION

1. Call to order Workshop Session

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

2. Discussion and explanation of solar interconnection to the City of Lampasas Electric System.

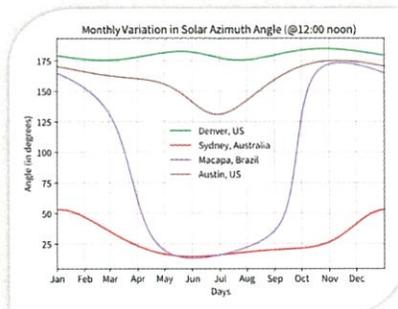
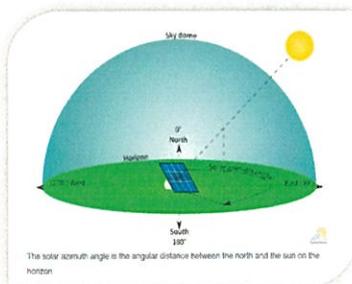
Ryan Ward, ACM presented the following:

The infographic consists of four blue boxes arranged in a 2x2 grid, with a large blue triangle to the right containing a list of factors.

- Top Left:** 31 Households in Lampasas have a PV System
- Top Right:** 2022 Range of Customer Buy Back monthly \$0 - \$106, AVG \$20
- Bottom Left:** City Permit to install Solar System cost is \$397.00
- Bottom Right:** An Approved Interconnect Agreement is Required

Right Triangle: What causes my bill to vary?
 • Several factors can impact Solar Energy Production, such as:
 ❖ Time of year
 ❖ Household electrical usage
 ❖ Weather conditions
 ❖ Proper PV System maintenance

Factors that affect solar production.

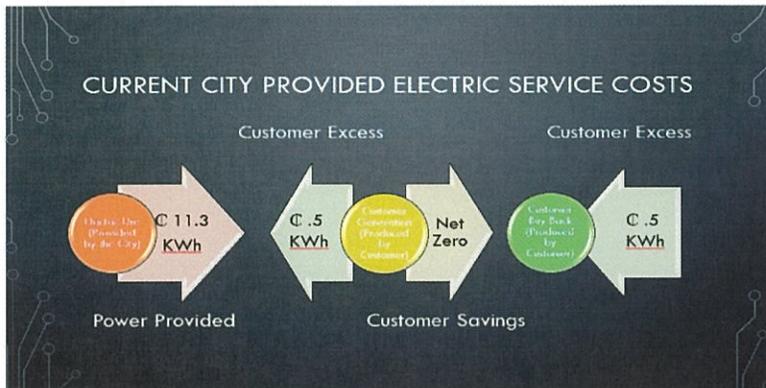


Peak Azimuth Angle in Lampasas, Texas varies from 160° to 130°

The City of Lampasas **does not** Net Meter.

What is Net Metering?

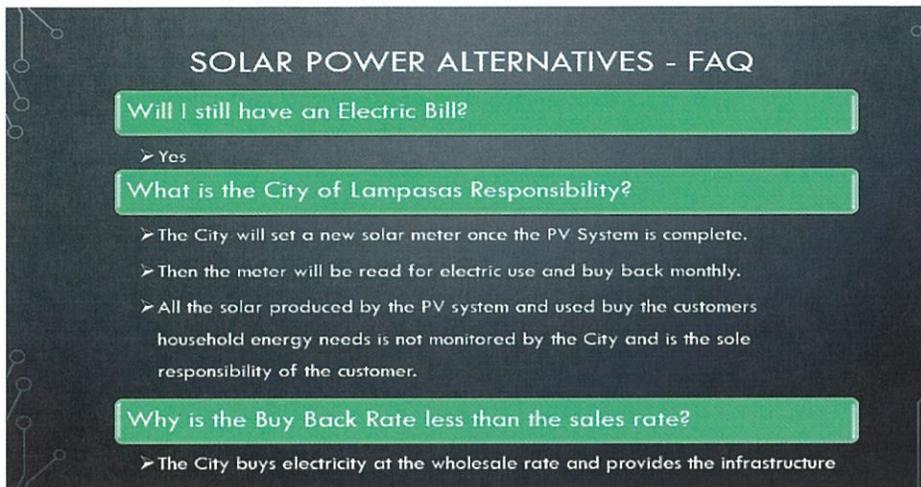
- **Net metering is a billing mechanism that credits solar energy system owners for the electricity they add to the grid. For example, if a residential customer has a PV system on their roof, it may generate more electricity than the home uses during daylight hours. If the home is net-metered, the electricity meter will run backwards to provide a credit against what electricity is consumed at night or other periods when the home's electricity use exceeds the system's output. Customers are only billed for their "net" energy use.**



City of Lampasas Electric Rates

(Effective November 1, 2021)

- **Residential**
- Customer Charge
- Urban \$8.00
- Rural \$15.00
- Per kWh .113080
- Purchase Power Cost Adjustment-Varies monthly
- **Small General Service**
- Customer Charge
- Urban \$14.50
- Rural \$21.50
- Per kWh .114580
- School Discount \$-0.0025 per kWh
- Purchase Power Cost Adjustment-Varies monthly
- **Large General Service**
- Customer Charge
- Urban \$19.00
- Rural \$26.00
- Demand Charge \$6.36 per kWh
- Per kWh .093160
- School Discount \$-0.0025 per kWh
- Purchase Power Cost Adjustment-Varies monthly
- **Sales Tax**
- Residential 1.50%



3. Discussion and updates regarding City Projects.

Ryan Ward, ACM presented the following:

- Skatepark Harrison Construction has completed the base pad. The concrete has been tested by Langerman Foster Engineering and has passed each density test. SPA Skateparks is expected to be onsite within the next three weeks to start the concrete portion of construction and completion.
- Business Park The project is estimated to be at 99% completion at this time. Some of the remaining items include the hydrant plugs that have been ordered for each hydrant. Once these parts are received, Gage and Cade anticipates installation to be completed in one day. There are approximately five storm drains remaining that need to be grouted, as well as coating and sealing of manholes.
- Citrix Remote Desktop The City has completed the initial setup and configuration for this software that allows for employees to be able to access the Incode Central application from their wireless devices. Once Citrix has been added to all wireless devices, the employees will have access to Incode and work orders while out in the field, as well as other required network connectivity.
- Executime Software Executime has scheduled an audit of our System Infrastructure for the week of 12/19/2022 by their Deployment team. They will review the System Infrastructure Audit documents and either approve it or provide details of items that need to be addressed. We are in the process of submitting the initial Project Documentation. The project should be complete and live within the next six months.
- Hostess House Remodel Currently, the 95% complete design plans have been submitted to the City for review, with the 100% complete design plan set scheduled for submittal by December 14, 2022. The timeline for project bid proposals and letting is still tentative, with the Architect finalizing that schedule now. Tentatively, the pre-proposal and invitation would be ready for advertisement in late January 2023.

The bid window for this project will be approximately 30 days, once open for bidding. This bid opening should close in late February or early March.

- US-281 Water Line Relocation Advertising for Invitation to Bid commenced on Friday, December 9, 2022. The bid opening is scheduled for January 10th at 2 PM. The intent of this project, would be to complete all work before the US-281 widening project by TXDOT begins. The Work consists of the installation of approximately 306 linear feet (LF) of 8” waterline (146 LF by open cut and 160 LF by bore inside a 30” steel encasement pipe) along Naruna Road and then crossing US-281 for connection to an existing main.
- 2nd St Santa Fe Depot The City has installed all requested utilities for the Santa Fe Depot Project. Construction inside the site is still ongoing, however the curb and gutter and sidewalk within the City ROW have been completed.
- Industrial Park Demo On November 8, 2022 the City issued a Notice to Proceed (NTP) to WT Construction, with a start date 10 days after, beginning on November 18, 2022. WT Construction began demo work at the Industrial Park the week of November 28th. The project contract has a total 30 days for substantial completion, weather permitting.

Mayor Monroe inquired about the Live Oak /Second Street Project. Mr. Ward advised that the Engineered Plans for Street/Drainage Rebuild are still in process.

4. Discussion regarding Solar Eclipse Event 2024.

Jeff Smith, Fire Chief provided the following update:

- Planning since Summer of 2021
- Partners with CTCOG, Emergency Management Agency, Public Safety, Homeland Security
- City Subcommittee:
 - Library Director
 - Police Chief
 - Fire Chief
 - Chamber of Commerce
 - City Manager
 - Assistant City Manager
 - IT Director
- Planning Objective Focus
 - Public Safety
 - Community Awareness/Preparedness/Approval
- January 2023 Employee Preparedness
 - Department Directors- January 16-19, 2023 ICS 300/400 classes (Emergency Planning)
- April 2023- Town Hall Meeting
 - Community Education
- October 2023- Prepare Essential Contact List
 - Develop Response Plan for incidents.
- November 2023-Tabletop Exercise
- January 2024-Drill- Test Response

- February 2024-Full Scale Drill
 - Drill Review
- March 2024- Final Town Hall
 - Community Communication/Outreach

5. Discussion regarding any item on the regular agenda

There was no discussion.

Adjourn Workshop Session

Mayor Pro-Tem Williamson moved to adjourn the workshop session at 6:11 p.m., the motion was seconded by Council member Davis and with a unanimous vote, the motion carried. (Morris absent)

REGULAR SESSION

ANNOUNCEMENTS

- **Call to Order**

Mayor Monroe called the Regular Session to order at 6:11 p.m.

- **Invocation and Pledge of Allegiance**

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

- **Presentations and Proclamations**

- *Misti Talbert Community Champion Recognition*

The Lampasas Police Department was recognized for their daily protection and community service.



Zach Carnley, Sneed Funeral Home was recognized for his community service projects; such as annual school supply drives, coat drives and for providing gifts to senior citizens in local nursing homes.



Becky Sims, City Secretary presented City Council with their annual token of appreciation as a thank you for what they have done for Staff, Citizens and the Community.



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

There were no citizen comments

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

1.3	Public hearing to receive citizen comments to consider granting a request to rezone property from Commercial “C” to Single Family Residential-6 “SF-6” described as being the west one-half (W 1/2) of Lot One (1), Block Two (2), East Lampasas, Lampasas County, commonly known as 1001 Bridge Street
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Mayor Monroe opened the public hearing.

Becky Sims, Zoning Administrator advised of the following:

- *Jack Harrell, Owner, is asking that the City’s Planning Commission to consider a rezone from Commercial “C” to Single Family Residential-6 “SF-6”*
- *The property is currently zoned Commercial. The area surrounding the property is Commercial and Single Family Residential.*
- *The City sent a total of seventeen (17) notices to property owners within 200 feet of the applicant’s property. To date, the city has not received any notices in favor or in opposition of the request.*

- *Staff recommends approval of the rezone as the use fits within the existing character of the neighborhood and rooftops are essential to the community as outlined in the Comprehensive Plan.*

With no additional comments the public hearing was closed.

1.4	Public hearing to receive citizen comments to consider a Final Plat with variances of Resubdivision of the West ½ of Lot 1, Block 2, East Lampasas, .25 acres, an addition to the City and County of Lampasas, Texas, commonly known as 1001 Bridge Street
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Mayor Monroe opened the public hearing.

Becky Sims, Zoning Administrator advised of the following:

- *Jack Harrell, Owner, is asking that the City's Planning Commission to consider the Final Plat with variances of Resubdivision of the West ½ of Lot 1, Block 2 East Lampasas .25 acres an addition to the City and County of Lampasas.*
- *The property is currently zoned Commercial The area surrounding the property is Commercial and Single Family Residential.*
- *The Zoning Board of Adjustment and Appeal approved a variance to the lot depth from 110' to 104' at the November 15, 2022 meeting. The width conforms to the zoning regulation of 50' and the setbacks will meet the 25 ft front yard requirement with 6 ft on the sides and rear of property for both homes.*
- *The City sent a total of seventeen (17) notices to property owners within 200 feet of the applicant's property. To date, the city has not received any notices in favor or in opposition of the request.*

With no additional comments the public hearing was closed

1.5	Public hearing to receive citizen comments regarding the submission of an application(s) to the Texas Department of Agriculture for a Texas Community Development Block Grant Program (TxCDBG) grant. The purpose of this meeting is to allow citizens an opportunity to discuss the citizen participation plan, the development of local housing and community development needs, the amount of TxCDBG funding available, all eligible TxCDBG activities, and the use of past TxCDBG funds.
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Mayor Monroe opened the public hearing.

Becky Sims, City Secretary advised of the following:

The City of Lampasas is interested in making an application to the Texas Department of Agriculture for a Community Development Block Grant for Storm Drainage Improvements and this Public Hearing provides citizens the opportunity to provide comments and ask questions.

There were no citizen comments

Mayor Monroe closed the public hearing.

2.0	MINUTES
2.1	Discussion and possible action concerning the approval of minutes of the Regular Meeting held on held on November 28, 2022

Mayor Pro-Tem Williamson moved to approve the minutes as presented; the motion was seconded by Council member Keele and with a unanimous vote, the motion carried. (Morris absent)

3.0	CONSENT AGENDA
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3.1	Discussion and possible action regarding purchases and charges in excess of \$4,000 from November 1, 2022 through November 30, 2022
3.2	Discussion and possible action regarding the September 2022 Investment Report
3.3	Discussion and possible action regarding the October 2022 Investment Report

Mayor Pro-Tem Williamson moved to approve the consent agenda as presented, the motion was seconded by Council member Keele and with a unanimous vote, the motion carried. (Morris absent)

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:

Airport Planning *Staff attended, virtually, a TxDOT meeting to update consultants and the City on the progress and scope of the Airport Planning project, funded 90% through non-primary entitlement funds (federal). Staff will be asking Council to consider, at a future meeting, the appointment of a Project Steering Committee which may include Airport Advisory Board members, Pilot Association members, representatives from the Lampasas Economic Development Corporation (“LEDC”), and possibly a Chamber representative. The scope of the project will include a layout plan update, inventory of assets, aviation forecast and identification of short and long-term needs. Contracting, by TxDOT, should be completed this winter with final draft of the Plan complete on or before one year from kick-off.*

Railroad Grade *Council may, or may not, be aware that a portion of the Georgetown Railroad right of way (“ROW”) continues from the east side of south Highway 281, across E.E. Ohnmeiss and through Brook Park to Key Avenue at O’Reilly’s. The Mayor Pro-Tem has inquired regarding the property, and in the past, individuals have expressed concern when bill-boards were located on the ROW at Key, which have since been removed due to wind damage. Several years ago, at the request of Council, staff contacted the owners and inquired regarding the conveyance of the property to the City. The Railroad was open to a sale, at generally market rate. Staff noted that the grade was mowed by the City, and the Railroad reminded staff that a road also encroaches on their property. At the time, and now, staff recommends no action, keeping the property on the tax rolls, and maintaining the property in deference of the roadway encroachment. Staff will inquire again, if Council wishes to pursue the purchase of the property.*

Annual Contracts *Ryan reports that Council should expect a request to consider annual contracts for paving, emulsion, and curb and gutter work for 2023. Staff would like to secure contractors and per unit costs this Winter to provide more efficient project initiation during pavement season this Spring and Summer. Pricing future work can provide the City surety of future costs, however; Council should be aware that contractors may also need to hedge against possible future increases in material and labor costs.*

Roofs and Cars *Chief Cummings reports that after inspection, the roofs at the Calvert Building, Police Department and City Hall appear to have no appreciable damage. Most other roofs*

in the City's inventory are metal, but the rest will be checked as well. Auto's are being checked department by department, and staff anticipates repairs on a case by case basis depending on deductibles, age of unit, and use.

EMS Monthly Report Attached is the Hamilton Hospital District, Emergency Medical Services' monthly report for the City of Lampasas and Lampasas County. The total calls within the City of Lampasas were 151, while calls outside Lampasas, in the County, numbered 101. Average response time in the City was 5 minutes and 24 seconds. The report also notes continued, cooperative training with the Lampasas Fire Department.

First Street Some questions may have been raised, or brought to Council's attention, regarding right of way ("ROW") work at the Starbucks site on Key Ave at First Street. The contractor has generally been challenged in their attempts to follow civil plans which has resulted in elevation gaps and increased cuts in First Street. Ryan and Frank report that the City has required the contractor to repave First Street, with HMA (Hotmix) to the extent of damage, generally from crown to gutter line, and for a smaller portion, from gutter to gutter. The contractor has suggested the pavement would be installed this month. As with any pavement project on City ROW, staff will be on-site to monitor and quality control from start to finish

5.2	MAYOR'S COMMENTS
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Mayor Monroe recognized both the Christmas on the Creek and Carol of Lights committee members for their hard work and dedication to the community. Both events went great and were well received by the community. Thank you to City Staff, CPAAA, and volunteers for making these events such a huge success.

6.0	UNFINISHED BUSINESS
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There was no unfinished business.

7.0	NEW BUSINESS
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7.1	Discussion and selection of website photo contest.
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Council member Clark moved to approve entry #1 "Veterans Day 2021," the motion was seconded by Council member Pearce and with a unanimous vote, the motion carried.

7.2	Discussion and possible action to consider approval, denial or approval with modifications the request to rezone property from Commercial "C" to Single Family Residential-6 "SF-6" described as being the west one-half (W 1/2) of Lot One (1), Block Two (2), East Lampasas, Lampasas County, commonly known as 1001 Bridge Street.
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Council member Keele moved to approve the request to rezone property from Commercial "C" to Single Family Residential-6 "SF-6" described as being the west one-half (W 1/2) of Lot One (1), Block Two (2), East Lampasas, Lampasas County, commonly known as 1001 Bridge Street, the motion was seconded by Council member Pearce and with a unanimous vote, the motion carried. (Morris absent)

7.3	Discussion and possible action to consider Final Plat with variances of Resubdivision of the West ½ of Lot 1, Block 2, East Lampasas, .25 acres, an addition to the City and County of Lampasas, Texas, commonly known as 1001 Bridge Street.
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Mayor Pro-Tem Williamson moved to approve the Final Plat with variances of Resubdivision of the West ½ of Lot 1, Block 2, East Lampasas, .25 acres, an addition to the City and County of Lampasas, Texas, commonly known as 1001 Bridge Street, the motion was seconded by Council member Pearce and with a unanimous vote, the motion carried. (Morris absent)

7.4	Discussion and possible action to consider vacate, abandon and convey 0.24 acres (60-foot-wide) of un-opened Deb Lynn Street- East of South Howe Street between outlot 18 and outlot 25 of the L.H.W Johnson Survey; part of 1003 S. Howe Street.
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Mayor Pro Tem Williamson moved to vacate, abandon and convey 0.24 acres (60-foot-wide) of un-opened Deb Lynn Street- East of South Howe Street between outlot 18 and outlot 25 of the L.H.W Johnson Survey; part of 1003 S. Howe Street, the motion was seconded by Council member Keele and with a unanimous vote, the motion carried. (Morris absent)

7.5	Discussion and possible action to approve by Resolution the Request for Waiver of Local Match Fund Participation Requirement on Federal Off-System Bridge Program Project
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Mayor Pro Tem Williamson moved to approve by Resolution the Request for Waiver of Local Match Fund Participation Requirement on Federal Off-System Bridge Program Project, the motion was seconded by Council member Keele and with a unanimous vote, the motion carried.

Adjourn- Council member Keele moved to adjourn the meeting at 6:43 pm, the motion was seconded by Mayor Pro-Tem Williamson and with a unanimous vote the motion carried.

PASSED AND APPROVED this _____ day of _____, 2023.

TJ Monroe, Mayor

ATTEST:

Becky Sims, City Secretary

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City Manager

ITEM NO. 3.1

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

Subject:

Discussion and possible action regarding purchases and charges in excess of \$4,000 from December 1, 2022 – December 31, 2022.

Requested By: Yvonne Moreno, Finance Director

Submitted By: Becky Sims, City Secretary

Date Submitted: January 6, 2023

For the Agenda of: January 9, 2023

Procurement and Funding Statement:

N/A

Attachments: A/P History Check Report

Summary Statement:

The check history report presents the detail of individual charges and amounts for all checks over \$4,000.00 for the period of December 1, 2022- December 31, 2022

Recommendation:

To consider a motion to approve by consent

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
02856	AEP ENERGY PARTNERS, INC.							
I-175 21405625	NOVEMBER AEP	E	12/20/2022	115,120.81		000098		115,120.81
56260	LOWER COLORADO RIVER AUTHORITY							
I-EW17284	NOVEMBER ELECTRIC	E	12/20/2022	381,087.12		000099		381,087.12
27050	IRS-PAYROLL TAXES							
I-T1 202212018272	FEDERAL WITHHOLDING	D	12/02/2022	23,434.14		000168		
I-T3 202212018272	FICA TAX	D	12/02/2022	30,014.60		000168		
I-T4 202212018272	MEDICARE TAX	D	12/02/2022	7,019.54		000168		60,468.28
27050	IRS-PAYROLL TAXES							
I-T1 202212168286	FEDERAL WITHHOLDING	D	12/16/2022	20,865.74		000170		
I-T3 202212168286	FICA TAX	D	12/16/2022	27,947.70		000170		
I-T4 202212168286	MEDICARE TAX	D	12/16/2022	6,549.10		000170		55,362.54
27050	IRS-PAYROLL TAXES							
I-T1 202212298287	FEDERAL WITHHOLDING	D	12/30/2022	22,517.58		000171		
I-T3 202212298287	FICA TAX	D	12/30/2022	29,020.86		000171		
I-T4 202212298287	MEDICARE TAX	D	12/30/2022	6,955.58		000171		58,494.02
01179	HARRISON CONSTRUCTION CO							
I-12012022	SKATEPARK- PAD WORK	R	12/09/2022	22,500.00		169305		
I-12012022*	SKATE PARK - BASE FOR PAD	R	12/09/2022	5,000.00		169305		27,500.00
02692	APSCO INC./BROWNWOOD PLUMBING							
I-S1349136001	SEWER PIPE	R	12/09/2022	14,404.32		169307		14,404.32
02344	BRENNTAG SOUTHWEST INC							
I-BSW415058	BLEACH 580 EP	R	12/09/2022	1,318.10		169309		
I-BSW415059	BLEACH 190 EP	R	12/09/2022	1,794.01		169309		
I-BSW419998	BLEACH 190 EP	R	12/09/2022	1,409.30		169309		
I-BSW419999	BLEACH 580 EP	R	12/09/2022	1,281.20		169309		
I-BSW421255	LAS 580 EP	R	12/09/2022	1,835.14		169309		7,637.75
00334	CDW GOVERNMENT LLC							
I-FG86978	CITRIX PREMIUM PLUS	R	12/09/2022	8,497.75		169320		8,497.75
01344	CORE & MAIN LP							
I-R930009	2" COMPOUND METER	R	12/09/2022	1,900.00		169322		
I-R932147	TAP MACHINE	R	12/09/2022	3,030.00		169322		4,930.00
35299	HACH COMPANY							
I-13346367	ANNUAL SERVICE CONTRACT	R	12/09/2022	22,620.00		169334		22,620.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01505	TEXAS COMMISSION ON ENVIRONMEN							
I-PHS0210582	WATER SYSTEM FEE	R	12/09/2022	8,650.95		169341		8,650.95
84250	TEXAS MUNICIPAL RETIREMENT SYS							
I-TMR202211018261	RETIREMENT CONTRIBUTIONS	R	12/09/2022	1,253.10		169343		
I-TMR202211038262	RETIREMENT CONTRIBUTIONS	R	12/09/2022	57,199.97		169343		
I-TMR202211098270	RETIREMENT CONTRIBUTIONS	R	12/09/2022	24,963.44		169343		
I-TMR202211188271	RETIREMENT CONTRIBUTIONS	R	12/09/2022	60,160.06		169343		143,576.57
02122	TRAC-N-TROL INC							
I-9564	INF PUMP CONTROL MODS	R	12/09/2022	2,830.00		169344		
I-9565	AERATION TSS CONTROL	R	12/09/2022	1,627.50		169344		4,457.50
02343	W T EXCAVATING							
I-1250	INDUSTRIAL PARK DEMO	R	12/09/2022	18,000.00		169349		18,000.00
02976	WASTE CONNECTIONS							
I-2482129V165	CITIZENS STATION	R	12/09/2022	1,500.99		169350		
I-2490913V165	RESIDENTIAL SOLID WASTE	R	12/09/2022	50,607.36		169350		52,108.35
17865	COLONIAL LIFE & ACCIDENT							
I-202212158284	T BARRIO 11/13-11/26 PP PYMT	R	12/16/2022	32.24		169401		
I-AC1202211188271	ACCIDENT INSURANCE	R	12/16/2022	189.17		169401		
I-AC2202212018272	ACCIDENT INSURANCE	R	12/16/2022	158.97		169401		
I-AC3202211188271	ACCIDENT INSURANCE	R	12/16/2022	707.33		169401		
I-AC3202212018272	ACCIDENT INSURANCE	R	12/16/2022	707.33		169401		
I-CN1202211188271	CANCER INSURANCE	R	12/16/2022	310.13		169401		
I-CN2202212018272	CANCER INSURANCE	R	12/16/2022	310.14		169401		
I-HO3202211188271	HOSPITAL INCOME - PRETAX	R	12/16/2022	154.37		169401		
I-HO3202212018272	HOSPITAL INCOME - PRETAX	R	12/16/2022	131.42		169401		
I-HOS202212018272	HOSPITAL INCOME - PRETAX	R	12/16/2022	0.01		169401		
I-LF3202212018272	UNIV/COL LIFE AFTER TAX	R	12/16/2022	384.45		169401		
I-LF7202211188271	NON-PRETAX LIFE INSURANCE	R	12/16/2022	384.43		169401		
I-LF8202211188271	AFTER TAX COLONIAL PRODUCTS	R	12/16/2022	791.85		169401		
I-LF8202212018272	AFTER TAX COLONIAL PRODUCTS	R	12/16/2022	776.60		169401		
I-LP1202211188271	PRETAX LPSD DISABILITY	R	12/16/2022	0.01		169401		
I-LP3202211188271	LPSD DISABILITY AFTERTAX	R	12/16/2022	26.72		169401		
I-LP3202212018272	LPSD DISABILITY AFTERTAX	R	12/16/2022	26.72		169401		5,091.89
02754	MASTERCARD							
I-01412G*	COUNCIL DINNER	R	12/16/2022	79.99		169440		
I-01721G	CHRISTMAS DECORATION	R	12/16/2022	123.66		169440		
I-09405	TCCA MEMBERSHIP FEES	R	12/16/2022	55.00		169440		
I-11022022	TABLE CLOTH EMERALD/RED	R	12/16/2022	246.56		169440		
I-11022022*	RED BIB ADJUSTABLE APRON	R	12/16/2022	99.50		169440		
I-11032022	INVESTIGATOR BRADLEY HOTE	R	12/16/2022	384.20		169440		
I-11052022	WEBSITE STOCK IMAGES	R	12/16/2022	29.00		169440		
I-11082022	MASTERCARD	R	12/16/2022	160.00		169440		

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
I-11092022	TRAVEL TO SAN MARCOS	R	12/16/2022	408.30		169440		
I-11102022	MASTERCARD	R	12/16/2022	120.00		169440		
I-1114753367	PRICILLA SHIRTS	R	12/16/2022	202.91		169440		
I-11152022	LUNCH-MEETING	R	12/16/2022	121.12		169440		
I-11162022	MASTERCARD	R	12/16/2022	42.09		169440		
I-11172022	TECHNICIAN RECERTIFICATIO	R	12/16/2022	55.00		169440		
I-11212022	TCEQ LICENSE RENEWAL	R	12/16/2022	111.00		169440		
I-11232022	LICENSE RENEWAL FEE	R	12/16/2022	111.00		169440		
I-11272022	LATE FEE/CHARGES	R	12/16/2022	25.00		169440		
I-11272022*	INTEREST CHARGED	R	12/16/2022	215.50		169440		
I-125929	GIOVANNIS/MEETING	R	12/16/2022	95.99		169440		
I-1874852	WINTER JACKET FOR K A	R	12/16/2022	289.99		169440		
I-209204	SOLENOID VALVE	R	12/16/2022	379.22		169440		
I-232876118	ELECT DEPT PANTS	R	12/16/2022	1,400.40		169440		
I-23713594	STREET DEPT PANTS	R	12/16/2022	762.12		169440		
I-23810372	STREET DEPT PANTS	R	12/16/2022	381.06		169440		
I-23822265	ECLIPSE DECALS	R	12/16/2022	1,118.74		169440		
I-23873333	ST DEPT SHIRTS	R	12/16/2022	531.97		169440		
I-23873444	ST DEPT SHIRTS	R	12/16/2022	295.53		169440		
I-295345	MASTERCARD	R	12/16/2022	640.00		169440		
I-4130373	DUTY BOOTS	R	12/16/2022	110.00		169440		
I-4348	MASTERCARD	R	12/16/2022	500.00		169440		
I-501775	TELLER ENVELOPES	R	12/16/2022	107.66		169440		
I-85280734	MC - CRICUT RENEWAL	R	12/16/2022	101.87		169440		
I-DS001183561	DROPSEND BUSINESS	R	12/16/2022	45.00		169440		
I-WE10100048	WINDOW BLINDS	R	12/16/2022	583.14		169440		9,932.52
03376	PRINCIPAL LIFE INSURANCE COMPA							
C-202212148278	CREDIT BACK J MORUA NOV BILL	R	12/16/2022	6.63CR		169461		
I-202212118274	PRINCIPAL LIFE INSURANCE COMPA	R	12/16/2022	243.46		169461		
I-202212148279	S SUTTON	R	12/16/2022	27.20		169461		
I-202212148280	J MORUA CORRECTION	R	12/16/2022	6.63		169461		
I-202212158283	J MORUA CORRECTION PER YM	R	12/16/2022	6.63		169461		
I-202212158285	J MORUA CORRECTON PER YM	R	12/16/2022	6.63		169461		
I-DN1202211188271	EMPLOYEE SHARE HEALTH INSUR	R	12/16/2022	753.33		169461		
I-DN1202212018272	EMPLOYEE SHARE HEALTH INSUR	R	12/16/2022	5.77		169461		
I-DN2202212018272	EMPLOYEE SHARE HEALTH INSUR	R	12/16/2022	759.10		169461		
I-GDC202212018272	DENTAL INSURANCE PREMIUM	R	12/16/2022	859.11		169461		
I-GDE202212018272	DENTAL INSURANCE PREMIUM	R	12/16/2022	997.20		169461		
I-GDF202212018272	DENTAL INSURANCE PREMIUM	R	12/16/2022	1,548.96		169461		
I-GDS202212018272	DENTAL INSURANCE PREMIUM	R	12/16/2022	572.90		169461		
I-GVC202212018272	VISION INSURANCE PREMIUM	R	12/16/2022	130.34		169461		
I-GVE202212018272	VISION INSUR PREMIUM	R	12/16/2022	257.04		169461		
I-GVF202212018272	VISION INSURANCE PREMIUM	R	12/16/2022	243.88		169461		
I-GVS202212018272	VISION INSURANCE PREMIUM	R	12/16/2022	101.55		169461		
I-VS1202211188271	EMPLOYEE SHARE HEALTH PLAN	R	12/16/2022	85.30		169461		
I-VS1202212018272	EMPLOYEE SHARE HEALTH PLAN	R	12/16/2022	0.86		169461		
I-VS2202212018272	EMPLOYEE SHARE HEALTH INSUR	R	12/16/2022	86.16		169461		6,685.42

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
74775	SCOTT & WHITE HEALTH PLAN							
I-202212128275	SCOTT & WHITE HEALTH PLAN	R	12/16/2022	5,919.75		169480		
I-202212128276	SCOTT & WHITE HEALTH PLAN	R	12/16/2022	243.15		169480		
I-202212158282	SARAH SUTTON	R	12/16/2022	593.90		169480		
I-CCC202212018272	HEALTH INSURANCE PREMIUM	R	12/16/2022	7,394.30		169480		
I-CCE202212018272	HEALTH INSURANCE PREMIUM	R	12/16/2022	11,284.10		169480		
I-CCF202212018272	HEALTH INSURANCE PREMIUMS	R	12/16/2022	3,694.28		169480		
I-CCS202212018272	HEALTH INSURANCE PREMIUM	R	12/16/2022	4,127.70		169480		
I-HE1202212018272	HEALTH INSURANCE PREMIUM	R	12/16/2022	9,696.10		169480		
I-HEA202211188271	EMPLOYEE SHARE HEALTH INSURANC	R	12/16/2022	11,294.65		169480		
I-HEA202212018272	EMPLOYEE SHARE HEALTH INSURANC	R	12/16/2022	87.42		169480		
I-HEC202212018272	EMPLOYEE SHARE HEALTH INSURANC	R	12/16/2022	11,138.92		169480		
I-HI1202212018272	CITY HEALTH INSURANCE	R	12/16/2022	13,730.08		169480		
I-HID202212018272	CITY HEALTH INSURANCE	R	12/16/2022	15,350.86		169480		
I-HIE202212018272	EMPLOYEE CITY HEALTH CONTRIB	R	12/16/2022	22,484.22		169480		117,039.43
02976	WASTE CONNECTIONS							
I-2482131V165	LAMPASAS RECYCLE	R	12/16/2022	1,158.30		169495		
I-2490912V165	COMMERCIAL SOLID WASTE	R	12/16/2022	60,350.23		169495		
I-2490939V165	CITIZENS STATION	R	12/16/2022	917.45		169495		
I-2490953V165	LAMPASAS RECYCLE	R	12/16/2022	377.57		169495		62,803.55
03530	DBA TERRY CASE							
I-SE 12922	LAMPASAS SUB	R	12/19/2022	14,541.00		169542		14,541.00
03273	DELL MARKETING LP							
I-10627113181	REPLACEMENT PCS	R	12/19/2022	9,289.04		169543		9,289.04
01680	ECKERMAN ENGINEERING INC							
I-1893	TURNER FIELD SEWER EXT	R	12/19/2022	7,500.00		169544		7,500.00
02860	FUELMAN							
I-NP63333679	TEXAS FLEET FUEL	R	12/19/2022	14,647.25		169545		14,647.25
33640	GULF COAST PAPER INC							
C-2315199	JANITORIAL SUPPLIES	R	12/19/2022	98.88CR		169550		
C-2315552	CREDIT	R	12/19/2022	144.97CR		169550		
C-2316928	JANITORIAL-RETURNED	R	12/19/2022	178.56CR		169550		
I-2299019	3 BOXES COPY PAPER	R	12/19/2022	132.15		169550		
I-2304957	CLEANING SUPPLIES	R	12/19/2022	87.06		169550		
I-2305345	JANITORIAL SUPPLIES	R	12/19/2022	1,570.09		169550		
I-2305351	COPY PAPER	R	12/19/2022	132.15		169550		
I-2305352	PAPER TOWELS, TOILET PAPE	R	12/19/2022	655.28		169550		
I-2305353	BUILDING SUPPLIES	R	12/19/2022	131.53		169550		
I-2305624	TRASH BAGS	R	12/19/2022	61.98		169550		
I-2308673	PAPER HAND TOWEL ROLLS	R	12/19/2022	619.36		169550		
I-2312038	COPY PAPER	R	12/19/2022	132.15		169550		
I-2312039	SUPPLIES	R	12/19/2022	217.66		169550		

VENDOR SET: 99 CITY OF LAMPASAS
 BANK: FSB BANCORPSOUTH
 DATE RANGE:12/01/2022 THRU 12/31/2022

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
I-2312428	SUPPLIES	R	12/19/2022	149.59		169550		
I-2312429	2 CASES PAPER	R	12/19/2022	88.10		169550		
I-2315598	JANITTOIRAL SUPPLIES	R	12/19/2022	98.88		169550		
I-2318127	SUPPLIES	R	12/19/2022	145.54		169550		
I-2318565	COPY PAPER	R	12/19/2022	132.15		169550		
I-2318566	SUPPLIES	R	12/19/2022	152.74		169550		
I-2318566*	SUPPLIES	R	12/19/2022	41.20		169550		
I-2318567	SUPPLIES	R	12/19/2022	98.69		169550		
I-2320476	BUILDING CARE	R	12/19/2022	5.12		169550		4,229.01
01179	HARRISON CONSTRUCTION CO							
I-11102022	ROAD BASE	R	12/19/2022	1,770.00		169557		
I-12052022	ROAD BASE	R	12/19/2022	2,950.00		169557		
I-12072022	3/8" ROCK	R	12/19/2022	790.00		169557		
I-12072022*	MANUFACTURED SAND	R	12/19/2022	1,710.00		169557		7,220.00
47585	KEMPNER WATER SUPPLY CORP							
I-11302022	KWSC O & M	R	12/19/2022	51,240.77		169561		51,240.77
47585	KEMPNER WATER SUPPLY CORP							
I-11302022*	LOAN	R	12/19/2022	19,146.97		169562		19,146.97
49400	LAMPASAS CENTRAL APPR DIST							
I-12012022	1ST QUARTERLY PAYMENT	R	12/19/2022	10,489.00		169566		10,489.00
52200	LAMPASAS PUBLIC UTILITIES							
I-11302022	NOVEMBER 2022	R	12/19/2022	30,905.64		169567		30,905.64
59920	MILLER'S SERVICE CO							
I-91820	FIXTURES CONVERTED TO LED	R	12/19/2022	5,760.00		169580		5,760.00
03359	SCHINDLER ELEVATOR CORPORATION							
I-8106055171	ELEVATOR MAINTENANCE	R	12/19/2022	5,388.71		169591		5,388.71
00951	SCHNEIDER ENGINEERING LLC							
I-000000064523	ENGINEERING	R	12/19/2022	1,017.50		169592		
I-000000064524	ENGINEERING	R	12/19/2022	1,000.00		169592		
I-000000064525	ENGINEERING	R	12/19/2022	4,081.25		169592		
I-000000064526	ENGINEERING	R	12/19/2022	5,632.50		169592		11,731.25
03502	SPA SKATEPARKS							
I-DRAW 11 12122022	SKATEPARK-DRAW 11	R	12/19/2022	15,775.00		169594		15,775.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
03406	WELLS FARGO FINANCIAL LEASING							
I-5022922704	MOWER LEASE PAYMENT	R	12/19/2022	2,750.00		169611		
I-5022922705	MOWE LEASE	R	12/19/2022	1,470.00		169611		4,220.00
68680	L A PORTER CONSTRUCTION, INC.							
I-7588	CRUSHED LIMESTONE	R	12/21/2022	4,916.82		169629		4,916.82
03547	LAMBDA CONSTRUCTION 1, LTD							
I-NO 2 11302022	DRAW 2 LAMPASAS SUB	R	12/21/2022	160,655.40		169630		160,655.40

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	33	891,591.86	0.00	891,591.86
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	3	174,324.84	0.00	174,324.84
EFT:	2	496,207.93	0.00	496,207.93
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0 VOID DEBITS	0.00		
	VOID CREDITS	0.00	0.00	0.00

TOTAL ERRORS: 0

VENDOR SET: 99	BANK: FSB	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
			38	1,562,124.63	0.00	1,562,124.63
BANK: FSB	TOTALS:		38	1,562,124.63	0.00	1,562,124.63
REPORT TOTALS:			38	1,562,124.63	0.00	1,562,124.63

SELECTION CRITERIA

VENDOR SET: 99-CITY OF LAMPASAS 99
 VENDOR: ALL
 BANK CODES: Include: FSB
 FUNDS: All

CHECK SELECTION

CHECK RANGE: 000000 THRU 999999
 DATE RANGE: 12/01/2022 THRU 12/31/2022
 CHECK AMOUNT RANGE: 4,000.01 THRU 999,999,999.99
 INCLUDE ALL VOIDS: NO

PRINT OPTIONS

SEQUENCE: CHECK NUMBER

PRINT TRANSACTIONS: YES
 PRINT G/L: NO
 UNPOSTED ONLY: NO
 EXCLUDE UNPOSTED: NO
 MANUAL ONLY: NO
 STUB COMMENTS: NO
 REPORT FOOTER: NO
 CHECK STATUS: NO
 PRINT STATUS: * - All


City ManagerITEM NO. 3.2

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

Subject:

Discussion and possible action on the receipt of the November Monthly Investment Report

Requested By: Yvonne Moreno, Finance Director

Submitted By: Becky Sims, City Secretary

Date Submitted: January 6, 2023

For the Agenda of: January 9, 2023

Procurement and Funding Statement:

N/A

Attachments: Investment Report prepared by Patterson & Associates

Summary Statement:

The weighted average maturity of City investments is 108 day(s)

The City's yield to maturity is 2.449

<u>Place of Investment</u>	<u>Investment Amount</u>	<u>%of Portfolio</u>
TexPool /TexPool Prime	\$1,904,654.76	7.97%
TexStar	\$1,647,447.46	6.89%
Bancorp South	\$8,926,940.76	37.34%
Money Market	\$3,399,562.49	14.22%
Frost Bank	\$ 30,056.31	0.13%
Federal Agency Coupon Securities	\$8,000,000.00	33.46%

Recommendation:

To consider a motion to approve by consent.



MONTHLY INVESTMENT REPORT

City of Lampasas

NOVEMBER 30, 2022



MEEDER

PUBLIC FUNDS
PATTERSON GROUP

Peeling the Inflation Onion

NY Federal President Williams has compared the fight against inflation to ‘peeling an onion’ with three distinct layers to be overcome. Williams sees the outer layer of globally traded commodities lumber, steel, grains and oil which surged in prices with supply chain problems and Russia’s actions in Ukraine. These are the easiest to overcome as economies normalize and supply chains normalize.

The middle layer is made up of finished products, especially durable goods like appliances, cars and furniture that also felt the supply chain pressure and contributed to outsized domestic price increases. These take considerably longer to peel back.

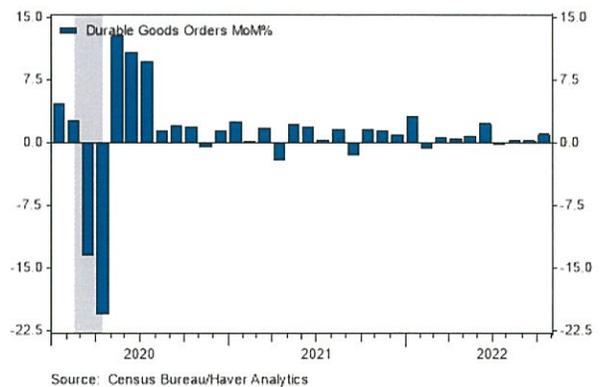
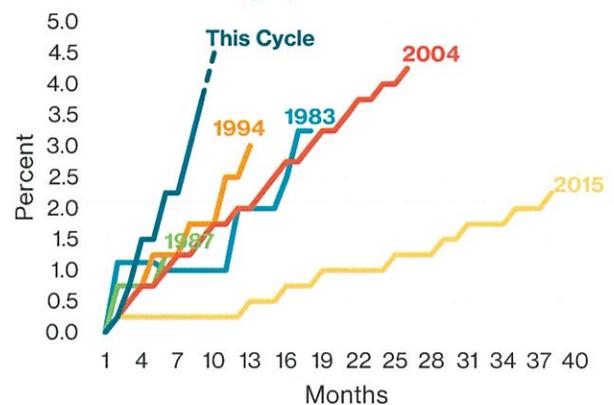
The final inner layer he notes is the most challenging: underlying inflation reflecting the balance between supply and demand of the economy and the labor market. This may require years.

Differences of opinion at the Fed as to where we are on the onion is expected to slow the series of massive 0.75% hikes we saw in 2022. The market expects only a 0.50% hike December 14th and while Fed officials may be increasingly willing to reduce the size of rates hikes sooner than later, the growing consensus at the Fed is for an ongoing and enhanced need for higher rates beyond earlier expectations. In other words, the pathway to the terminal level may be less abrupt, but the terminal level itself may be more elevated. Estimates now range between 4.4% and 4.9%.

It was just November 2021 when the Chairman said it was “time to retire the term *transitory*.” Clearly, he meant it and they continue on their effort to destroy demand.

The October inflation reports which showed rates off recent highs were a welcome step in the right direction towards reinstating price stability.

Fastest Rate Hiking Cycle



A Fragile Balance

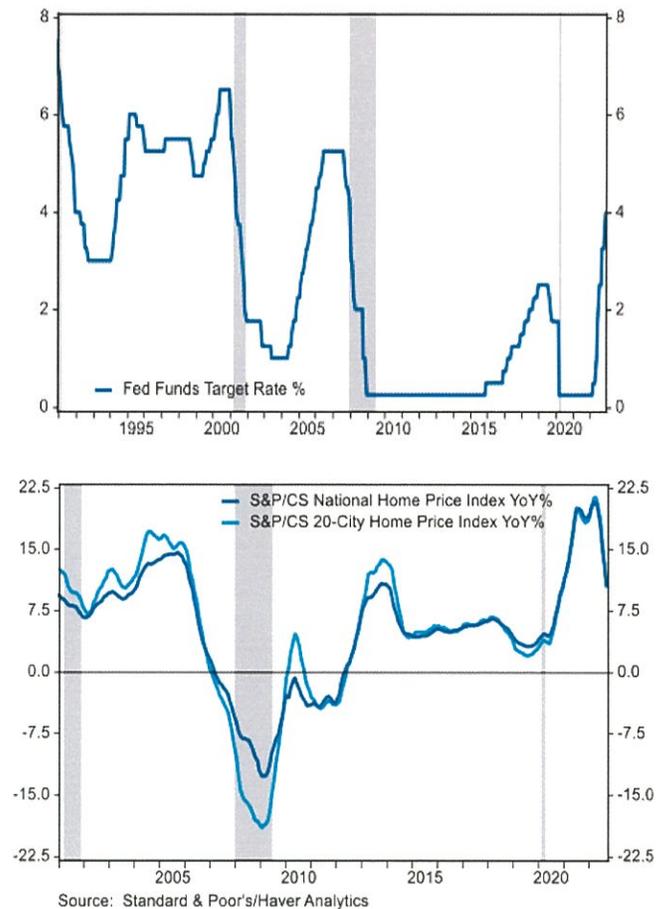
Although the markets are growing more confident that the Fed may be able to pull off a *soft* landing there is still a fragile balance between the large number of variables and forces influencing global economies as well as the US.

The consumer made a strong (non-expected) push on Black Friday deals. They appear to have a bit more momentum heading into the key holiday spending season with sales beating expectations. This consumer activity is a welcome reprieve for retailers, but at 1.9% this is a marked decline from an average 8.6% pace last year. Troublingly, the consumer continues to drawdown on savings and ramp up debt particularly on credit cards to make the holidays jolly.

Of course, from the Fed's perspective, a bounce in consumer spending, against the backdrop of still elevated inflation, reinforces the need for the Fed to continue to raise rates higher in order to reinstate price stability. Remember, the intent of the Fed is to intentionally lower demand and increase the unemployment rate as the economy slows in order to lower price pressures.

Two international players also figure into the balancing act. Oil dropped on indications of increased OPEC production, but it was quickly negated by the Saudis repudiation of any output increase. In China, the world's 2nd largest economy, is facing increasing protests from the population against zero-covid tolerance. If the government pushes back with shut-downs the supply chain will begin to tangle again. If not, increasing China demand may also increase commodity prices.

Of course, Russia and North Korea remain as additional balancing questions. Lots to look at on this economic see-saw.



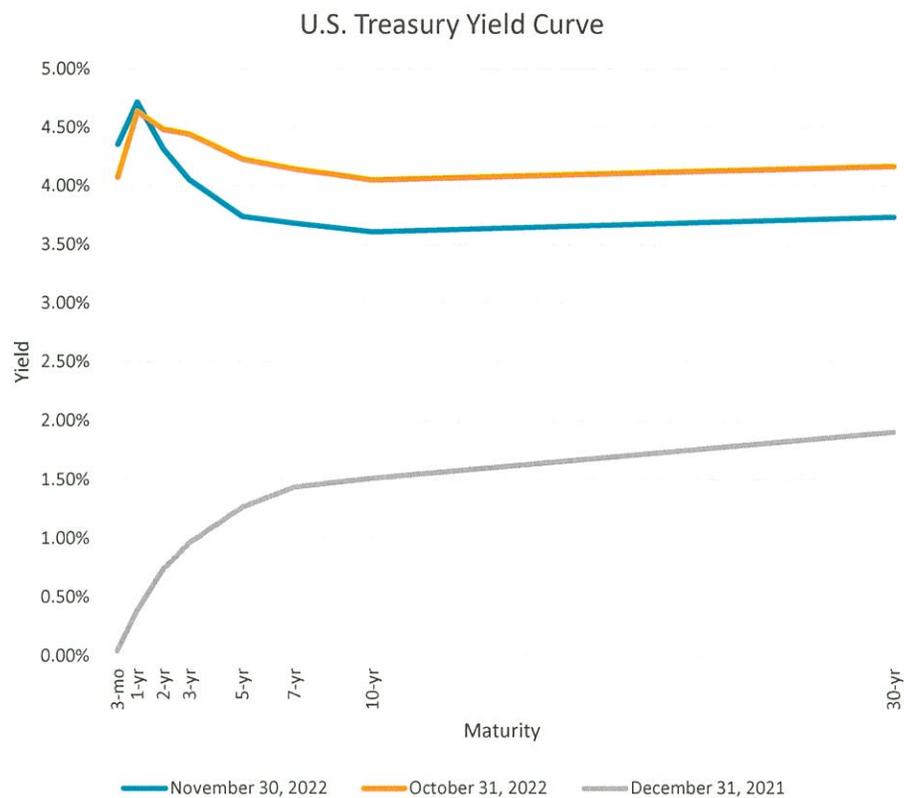
Expectations Drive Rates

The Fed may moderate from the 0.75% hike and give us only a 0.50% hike in December.

The Fed fully concedes that higher rates will slow growth but is willing to take these actions to tame inflation through lessening demand.

The expected increase in GDP has changed the recession discussion somewhat with the market even beginning to think a soft landing possible.

There are signs of slightly slowing inflation such as lower rents and a reduced need for workers. The continuously changing environment has even the Fed debating how much more tightening is needed.



SOURCE: BLOOMBERG

Your Portfolio

As of November 30, 2022

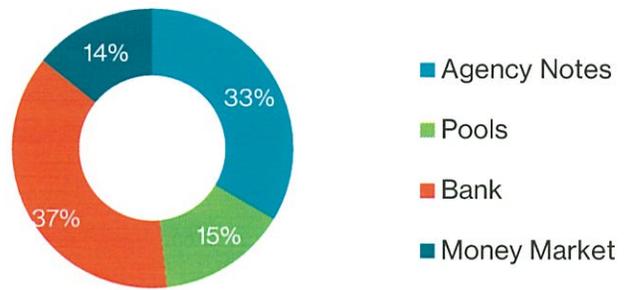


Your Portfolio Statistics

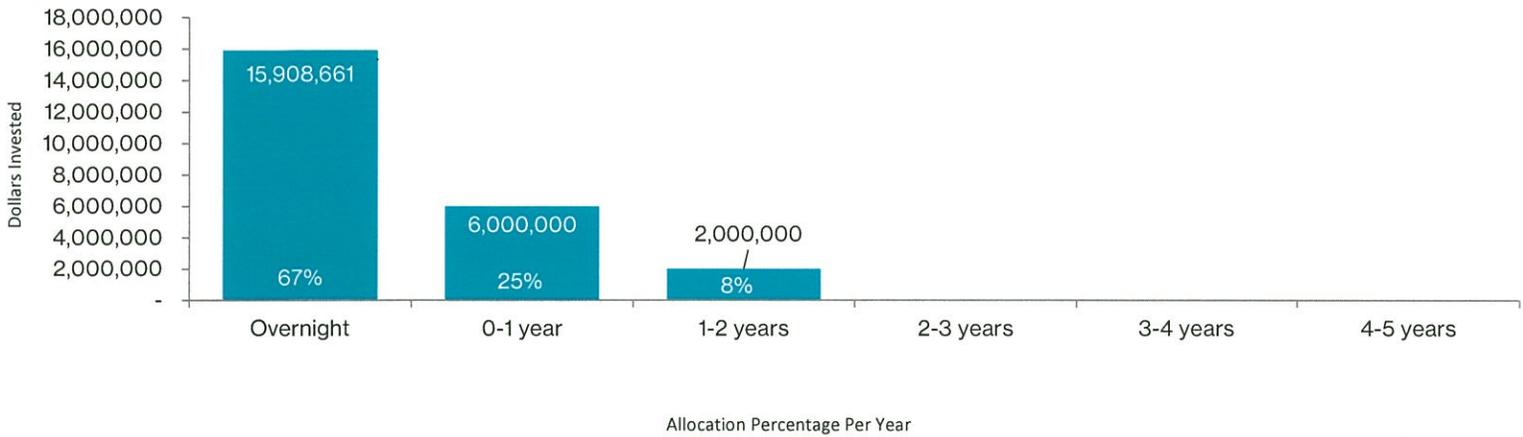
Weighted Average Maturity 0.30 years

Weighted Average Yield (All Funds) 2.45%

Your Asset Allocation



Your Maturity Distribution





**City of Lampasas, Texas
Portfolio Management
Portfolio Summary
November 30, 2022**

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

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM 365 Equiv.
Federal Agency Coupon Securities	8,000,000.00	7,745,252.36	8,000,000.00	33.46	593	322	1.463
Bancorp South	8,926,940.76	8,926,940.76	8,926,940.76	37.34	1	1	3.799
Texpool/Texpool Prime	1,904,654.76	1,904,654.76	1,904,654.76	7.97	1	1	3.628
TexStar	1,647,447.46	1,647,447.46	1,647,447.46	6.89	1	1	3.589
Frost Bank	30,056.31	30,056.31	30,056.31	0.13	1	1	0.000
Money Market	3,399,562.49	3,399,562.49	3,399,562.49	14.22	1	1	0.050
Investments	23,908,661.78	23,653,914.14	23,908,661.78	100.00%	199	108	2.449

Total Earnings	November 30	Month Ending	Fiscal Year To Date
Current Year		26,653.64	69,905.04

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

Yvonne Moreno, Finance Director

Reporting period 11/01/2022-11/30/2022
Data Updated: SET_LAMP: 01/05/2023 13:00
Run Date: 01/05/2023 - 13:00

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



**City of Lampasas, Texas
Summary by Type
November 30, 2022
Grouped by Fund**

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

Security Type	Number of Investments	Par Value	Book Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Fund: Cash						
Bancorp South	3	7,058,892.54	7,058,892.54	29.52	4.000	1
Federal Agency Coupon Securities	3	8,000,000.00	8,000,000.00	33.46	1.463	322
Money Market	3	3,399,562.49	3,399,562.49	14.22	0.050	1
Texpool/Texpool Prime	1	1,801,275.53	1,801,275.53	7.53	3.611	1
Subtotal	10	20,259,730.56	20,259,730.56	84.73	2.301	128
Fund: Cert. of Obligation 2016						
Texpool/Texpool Prime	1	103,379.23	103,379.23	0.43	3.917	1
Subtotal	1	103,379.23	103,379.23	0.43	3.917	1
Fund: Electric						
Bancorp South	1	385,293.87	385,293.87	1.61	4.000	1
Frost Bank	1	30,056.31	30,056.31	0.13	0.000	1
TexStar	1	1,647,447.46	1,647,447.46	6.89	3.559	1
Subtotal	3	2,062,797.64	2,062,797.64	8.63	3.589	1
Fund: LEDC						
Bancorp South	2	1,193,220.55	1,193,220.55	4.99	2.500	1
Subtotal	2	1,193,220.55	1,193,220.55	4.99	2.500	1
Fund: Seizures						
Bancorp South	2	18,800.56	18,800.56	0.08	3.757	1
Subtotal	2	18,800.56	18,800.56	0.08	3.757	1
Fund: Trust						
Bancorp South	2	73,802.03	73,802.03	0.31	4.000	1
Subtotal	2	73,802.03	73,802.03	0.31	4.000	1
Fund: Water						

Run Date: 01/05/2023 - 13:05

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

City of Lampasas, Texas
 Summary by Type
 November 30, 2022
 Grouped by Fund

Security Type	Number of Investments	Par Value	Book Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Fund: Water						
Bancorp South	2	196,931.21	196,931.21	0.82	4.000	1
Subtotal	2	196,931.21	196,931.21	0.82	4.000	1
Total and Average	22	23,908,661.78	23,908,661.78	100.00	2.449	108



**City of Lampasas, Texas
Fund CASH - Cash
Investments by Fund
November 30, 2022**

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

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Date	Days To Maturity
Federal Agency Coupon Securities											
3130APPM1	10062	FHLB Call Note	11/22/2021	4,000,000.00	4,000,000.00	3,827,187.80	0.550	0.542	0.550	11/22/2023	356
3130ASAN9	10063	FHLB Call Note	06/13/2022	2,000,000.00	2,000,000.00	1,947,897.32	2.500	2.465	2.500	12/13/2023	377
3130ASAP4	10064	FHLB Call Note	06/16/2022	2,000,000.00	2,000,000.00	1,970,167.24	2.250	2.219	2.250	06/16/2023	197
Subtotal and Average				8,000,000.00	8,000,000.00	7,745,252.36		1.442	1.483		321
Bancorp South											
0474	10004	Bancorp South	09/01/2014	7,026,633.74	7,026,633.74	7,026,633.74	4.000	3.945	4.000		1
3213	10006	Bancorp South	09/01/2014	315.03	315.03	315.03	4.000	3.945	4.000		1
4187	10007	Bancorp South	09/01/2014	31,943.77	31,943.77	31,943.77	4.000	3.945	4.000		1
Subtotal and Average				7,058,892.54	7,058,892.54	7,058,892.54		3.945	4.000		1
Texpool/Texpool Prime											
14103	10000	Texpool	09/01/2014	1,801,275.53	1,801,275.53	1,801,275.53	3.611	3.561	3.611		1
Subtotal and Average				1,801,275.53	1,801,275.53	1,801,275.53		3.562	3.611		1
Money Market											
5001632	10023	Austin Capital Bank MM	01/29/2015	248,576.26	248,576.26	248,576.26	0.050	0.049	0.050		1
XXXX579A	10058	Lone Star Capital Bank ICS	07/12/2021	3,150,986.27	3,150,986.27	3,150,986.27	0.050	0.049	0.050		1
4001579A	10059	Lone Star Capital Bank MM	07/12/2021	-0.04	-0.04	-0.04					1
Subtotal and Average				3,399,562.49	3,399,562.49	3,399,562.49		0.049	0.050		1
Total investments and Average				20,259,730.56	20,259,730.56	20,004,882.92		2.289	2.301		127

Run Date: 01/05/2023 - 13:05

Portfolio LAMP
AP
FI (PRF_FI) 7.1.1
Report Ver. 7.3.5.1

Fund CERTS16 - Cert. of Obligation 2016
Investments by Fund
November 30, 2022

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
Texpool/Texpool Prime										
14103A	10041	Texpool Prime	11/08/2016	103,379.23	103,379.23	103,379.23	3.917	3.863	3.917	1
Subtotal and Average				103,379.23	103,379.23	103,379.23		3.863	3.917	1
Total Investments and Average				103,379.23	103,379.23	103,379.23		3.863	3.917	1

Fund ELEC - Electric
Investments by Fund
November 30, 2022

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
Bancorp South										
0672	10005	Bancorp South	09/01/2014	385,293.87	385,293.87	385,293.87	4.000	3.945	4.000	1
Subtotal and Average				385,293.87	385,293.87	385,293.87		3.945	4.000	1
TexStar										
17390	10001	TexStar	09/01/2014	1,647,447.46	1,647,447.46	1,647,447.46	3.559	3.510	3.558	1
Subtotal and Average				1,647,447.46	1,647,447.46	1,647,447.46		3.510	3.559	1
Frost Bank										
1732110	10022	Frost Bank Public Checking	01/20/2015	30,056.31	30,056.31	30,056.31				1
Subtotal and Average				30,056.31	30,056.31	30,056.31		0.000	0.000	1
Total Investments and Average				2,062,797.64	2,062,797.64	2,062,797.64		3.540	3.589	1

Fund LEDC - LEDC
Investments by Fund
November 30, 2022

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
Bancorp South										
1092	10002	Bancorp South	09/01/2014	936,861.26	936,861.26	936,861.26	2.500	2.465	2.500	1
2363	10003	Bancorp South	09/01/2014	256,359.29	256,359.29	256,359.29	2.500	2.465	2.500	1
Subtotal and Average				1,193,220.55	1,193,220.55	1,193,220.55	2.488	2.500		1
Total Investments and Average				1,193,220.55	1,193,220.55	1,193,220.55	2.488	2.500		1

**Fund SEIZ - Seizures
Investments by Fund
November 30, 2022**

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
Bancorp South										
0763	10008	Bancorp South	09/01/2014	17,583.85	17,583.85	17,583.85	4.000	3.945	4.000	1
1999	10009	Bancorp South	09/01/2014	1,216.71	1,216.71	1,216.71	0.250	0.246	0.250	1
Subtotal and Average				18,800.56	18,800.56	18,800.56	3.708	3.757		1
Total Investments and Average				18,800.56	18,800.56	18,800.56	3.708	3.757		1

Fund TRUST - Trust
Investments by Fund
November 30, 2022

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
Bancorp South										
6349	10010	Bancorp South	09/01/2014	43,736.01	43,736.01	43,736.01	4.000	3.945	4.000	1
6348	10011	Bancorp South	09/01/2014	30,066.02	30,066.02	30,066.02	4.000	3.945	4.000	1
Subtotal and Average				73,802.03	73,802.03	73,802.03	3.945	4.000	4.000	1
Total Investments and Average				73,802.03	73,802.03	73,802.03	3.945	4.000	4.000	1

Fund WATER - Water
Investments by Fund
November 30, 2022

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
Bancorp South										
1639	10012	Bancorp South	09/01/2014	196,803.74	196,803.74	196,803.74	4.000	3.945	4.000	1
0482A	10065	Bancorp South	06/08/2022	127.47	127.47	127.47	4.000	3.945	4.000	1
Subtotal and Average				196,931.21	196,931.21	196,931.21	3.945	4.000	4.000	1
Total Investments and Average				196,931.21	196,931.21	196,931.21	3.945	4.000	4.000	1



City of Lampasas, Texas
Cash Reconciliation Report
 For the Period November 1, 2022 - November 30, 2022
 Grouped by Fund

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

Trans. Date	Investment #	Fund	Trans. Type	Security ID	Par Value	Security Description	Maturity Date	Purchases	Interest	Redemptions	Cash
Cash											
11/22/2022	10062	CASH	Interest	3130APP1	4,000,000.00	FHLBC 4.0M 0.55% Mat. 11/22/2023	11/22/2023	0.00	11,000.00	0.00	11,000.00
Subtotal								0.00	11,000.00	0.00	11,000.00
Total								0.00	11,000.00	0.00	11,000.00

Run Date: 01/05/2023 - 13:06

Portfolio LAMP
 AP
 AC (PRF_AC) 7.2.0
 Report Ver. 7.3.5.1



City of Lampasas, Texas
Interest Earnings
Sorted by Fund - Fund
November 1, 2022 - November 30, 2022
Period Yield on Beginning Book Value

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

CUSIP	Investment #	Fund	Security Type	Ending Par Value	Beginning Book Value	Ending Book Value	Maturity Date	Current Rate	Yield This Period	Adjusted Interest Earnings		
										Interest Earned	Amortization/ Accretion	Adjusted Interest Earnings
Fund: Cash												
14103	10000	CASH	RR2	1,801,275.53	1,795,945.24	1,801,275.53		3.611	3.611	5,330.29	0.00	5,330.29
5001632	10023	CASH	RR5	248,576.26	248,566.04	248,576.26		0.050	0.050	10.22	0.00	10.22
3130ASAN9	10063	CASH	FAC	2,000,000.00	2,000,000.00	2,000,000.00	12/13/2023	2.500	2.535	4,166.66	0.00	4,166.66
3130APPM1	10062	CASH	FAC	4,000,000.00	4,000,000.00	4,000,000.00	11/22/2023	0.550	0.558	1,833.33	0.00	1,833.33
3130ASAP4	10064	CASH	FAC	2,000,000.00	2,000,000.00	2,000,000.00	06/16/2023	2.250	2.281	3,750.00	0.00	3,750.00
0474	10004	CASH	RRP	7,026,633.74	6,893,872.93	7,026,633.74		4.000	0.285	1,617.28	0.00	1,617.28
3213	10006	CASH	RRP	315.03	314.04	315.03		4.000	3.835	0.99	0.00	0.99
4187	10007	CASH	RRP	31,943.77	31,172.18	31,943.77		4.000	3.899	99.89	0.00	99.89
XXXX579A	10058	CASH	RR5	3,150,986.27	3,150,856.88	3,150,986.27		0.050	0.050	129.39	0.00	129.39
4001579A	10059	CASH	RR5	-0.04	14.96	-0.04				0.00	0.00	0.00
		Subtotal		20,259,730.56	20,120,742.27	20,259,730.56			0.084	16,938.05	0.00	16,938.05
Fund: Cert. of Obligation 2016												
14103A	10041	CERTS16	RR2	103,379.23	103,047.44	103,379.23		3.917	3.917	331.79	0.00	331.79
		Subtotal		103,379.23	103,047.44	103,379.23			0.322	331.79	0.00	331.79
Fund: Electric												
17390	10001	ELEC	RR3	1,647,447.46	1,642,642.68	1,647,447.46		3.559	3.559	4,804.78	0.00	4,804.78
1732110	10022	ELEC	RR4	30,056.31	19,056.31	30,056.31				0.00	0.00	0.00
0672	10005	ELEC	RRP	385,293.87	383,254.72	385,293.87		4.000	3.854	1,214.15	0.00	1,214.15
		Subtotal		2,062,797.64	2,044,953.71	2,062,797.64			0.294	6,018.93	0.00	6,018.93
Fund: LEDC												
1092	10002	LEDC	RRP	936,861.26	937,761.33	936,861.26		2.500	2.495	1,922.95	0.00	1,922.95
2363	10003	LEDC	RRP	256,359.29	255,833.60	256,359.29		2.500	2.500	525.69	0.00	525.69
		Subtotal		1,193,220.55	1,193,594.93	1,193,220.55			0.205	2,448.64	0.00	2,448.64

Run Date: 01/05/2023 - 13:07

Portfolio LAMP
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 IE (PRF_IE) 7.2.0
 Report Ver. 7.3.6.1

City of Lampasas, Texas
Interest Earnings
November 1, 2022 - November 30, 2022

CUSIP	Investment #	Fund	Security Type	Ending Par Value	Beginning Book Value	Ending Book Value	Maturity Date	Current Rate	Adjusted Interest Earnings			
									Yield This Period	Interest Earned	Amortization/ Accretion	Adjusted Interest Earnings
Fund: Seizures												
1999	10009	SEIZ	RRP	1,216.71	1,216.45	1,216.71		0.250	0.260	0.26	0.00	0.26
0763	10008	SEIZ	RRP	17,583.85	20,279.22	17,583.85		4.000	3.735	62.26	0.00	62.26
Subtotal				18,800.56	21,495.67	18,800.56			0.291	62.52	0.00	62.52
Fund: Trust												
6349	10010	TRUST	RRP	43,736.01	43,598.05	43,736.01		4.000	3.850	137.96	0.00	137.96
6348	10011	TRUST	RRP	30,066.02	29,971.18	30,066.02		4.000	3.850	94.84	0.00	94.84
Subtotal				73,802.03	73,569.23	73,802.03			0.316	232.80	0.00	232.80
Fund: Water												
0482A	10065	WATER	RRP	127.47	1,079.94	127.47		4.000	1.048	0.93	0.00	0.93
1639	10012	WATER	RRP	196,803.74	195,533.76	196,803.74		4.000	3.858	619.98	0.00	619.98
Subtotal				196,931.21	196,613.70	196,931.21			0.316	620.91	0.00	620.91
Total				23,908,661.78	23,754,016.95	23,908,661.78			0.112	26,853.84	0.00	26,853.84



City of Lampasas, Texas
Projected Cashflow Report
Sorted by Monthly
For the Period December 1, 2022 - June 30, 2023

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

Projected Trans. Date	Investment #	Fund	Security ID	Transaction Type	Issuer	Par Value	Original Cost	Principal	Interest	Total
December 2022										
12/13/2022	10063	CASH	3130ASAN9	Interest	FHLB Call Note	0.00	0.00	0.00	25,000.00	25,000.00
12/16/2022	10064	CASH	3130ASAP4	Interest	FHLB Call Note	0.00	0.00	0.00	22,500.00	22,500.00
12/16/2022	10064	CASH	3130ASAP4	Call	FHLB Call Note	2,000,000.00	2,000,000.00	2,000,000.00	0.00	2,000,000.00
Total for December 2022						2,000,000.00	2,000,000.00	2,000,000.00	47,500.00	2,047,500.00
February 2023										
02/22/2023	10062	CASH	3130APPM1	Call	FHLB Call Note	4,000,000.00	4,000,000.00	4,000,000.00	0.00	4,000,000.00
Total for February 2023						4,000,000.00	4,000,000.00	4,000,000.00	0.00	4,000,000.00
May 2023										
05/22/2023	10062	CASH	3130APPM1	Interest	FHLB Call Note	0.00	0.00	0.00	11,000.00	11,000.00
Total for May 2023						0.00	0.00	0.00	11,000.00	11,000.00
June 2023										
06/13/2023	10063	CASH	3130ASAN9	Interest	FHLB Call Note	0.00	0.00	0.00	25,000.00	25,000.00
06/13/2023	10063	CASH	3130ASAN9	Call	FHLB Call Note	2,000,000.00	2,000,000.00	2,000,000.00	0.00	2,000,000.00
06/16/2023	10064	CASH	3130ASAP4	Maturity	FHLB Call Note	2,000,000.00	2,000,000.00	2,000,000.00	22,500.00	2,022,500.00
Total for June 2023						4,000,000.00	4,000,000.00	4,000,000.00	47,500.00	4,047,500.00
GRAND TOTALS:						10,000,000.00	10,000,000.00	10,000,000.00	106,000.00	10,106,000.00

Run Date: 01/05/2023 - 13:06

Portfolio LAMP
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 PC (PRF_PC) 7.2.0
 Report Ver. 7.3.6.1

Disclosures



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**Meeder Public Funds
Patterson Group**

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Suite 195
Austin, Texas
78746
800.817.2442

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City ManagerITEM NO. 3.3

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

Subject:

Discussion and possible action to approve the second reading of an Ordinance to rezone property from Commercial "C" to Single Family Residential-6 "SF-6" described as being the west one-half (W 1/2) of Lot One (1), Block Two (2), East Lampasas, Lampasas County, commonly known as 1001 Bridge Street

Requested By: Becky Sims, City Secretary/Zoning Administrator

Submitted By: Becky Sims, City Secretary/Zoning Administrator

Date Submitted: December 7, 2022

For the Agenda of: January 9, 2023

Procurement and Funding Statement:

Attachments:**Summary Statement:**

The property is described as being the west one-half (W 1/2) of Lot One (1), Block Two (2), East Lampasas, Lampasas County, commonly known as 1001 Bridge Street. Jack Harrell, Owner, is asking that the City's Planning Commission to consider a rezone from Commercial "C" to Single Family Residential-6 "SF-6". The property is currently zoned Commercial. The area surrounding the property is Commercial and Single Family Residential. The City sent a total of seventeen (17) notices to property owners within 200 feet of the applicant's property. The City has not received any notices in favor or in opposition of the request. Staff recommends approval of the rezone as the use fits within the existing character of the neighborhood and rooftops are essential to the community as outlined in the Comprehensive Plan.

This was brought before the Planning Commission at the December 1, 2022 and they did recommend approval.

Recommendation:

To consider a motion approve the second reading of an Ordinance to rezone property from Commercial "C" to Single Family Residential-6 "SF-6" described as being the west one-half (W 1/2) of Lot One (1), Block Two (2), East Lampasas, Lampasas County, commonly known as 1001 Bridge Street.

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City ManagerITEM NO. 3.4

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

Subject:

Discussion and possible action to consider the second reading of an Ordinance to vacate, abandon and convey 0.24 acres (60-foot-wide) of un-opened Deb Lynn Street- East of South Howe Street between outlot 18 and outlot 25 of the L.H.W Johnson Survey; part of 1003 S. Howe Street

Requested By: Becky Sims, City Secretary/Zoning Administrator

Submitted By: Becky Sims, City Secretary/Zoning Administrator

Date Submitted: December 7, 2022

For the Agenda of: January 9, 2023

Procurement and Funding Statement:

Attachments: Survey, Ordinance

Summary Statement:

This request is the portion of unopened Deb Lynn Street, being 0.24 acres, lying East of S. Howe Street, between outlot 18 and outlot 25 of the subdivision of the L.H.W. Johnson Survey as recorded in Volume 1, Page 34, of the New Plat Records of Lampasas county, Texas and being the same tract or land described in a Deed from Clyde C., Castleberry and wife, Janice Castleberry, to Robert N. Stultz, as recorded in Volume 236, Page 891, of the Deed Records of Lampasas County, Texas, and as shown on a survey drawing attached hereto as Exhibit A, as shown on a survey prepared by Jerry M. Goodson, sealed on August 21, 1985; and 0.24 acres of Deb Lynn Street located East of S. Howe Street, to be abandoned and vacated is unimproved and is not open to the public.

Staff worked with Mike Kriegel, Surveyor on behalf of Jarvis Carlile, property owner at 1003 S Howe Street and legal counsel to prepare an Ordinance to vacate, close & abandon the .24 acres between outlot 25 and outlot 18, being a 60-foot-wide easement.

The Planning Commission was not prepared to recommend approval, or take any action on this item at the November 3, 2022 meeting. They requested additional research be conducted from information presented from an adjoining property owner with a letter that this item was brought before the Planning Commission in 2007 and wanted to verify that this issue was not resolved at that time.

The Planning Commission recommended approval at the December 1, 2022 meeting after they had received additional information pertaining to the 2007 letter

Recommendation:

To consider a motion to approve the second reading of an Ordinance to vacate, abandon and convey 0.24 acres (60-foot-wide) of un-opened Deb Lynn Street- East of South Howe Street between outlot 18 and outlot 25 of the L.H.W Johnson Survey; part of 1003 S. Howe Street

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Memo



To: Ryan Ward, Assistant City Manager
 From: Van Sims, W/WW Operations Manager
 Date: January 5, 2023
 Re: November 2022 Monthly Report

Water/Wastewater & Plant Operations

- **Operation of Water Distribution System**

1. Repaired 4 water leaks.
2. Made 1 water tap.
3. Completed monthly flushing. Total of 432,005 gallons flushed.
4. Collected 9 routine Bac T samples- all passed.
5. Completed all State mandated disinfection action plan monitoring and nitrification action plan monitoring.

- **Operation of Wastewater Collection System**

1. Completed all monthly lift station checks.
2. Made 1 new sewer tap.
3. Completed 2 sewer line repairs.
4. Resolved 2 sewer stoppages.
5. Routine lift station monitoring.

- **Operation of Municipal and AFNA Treatment Facilities**

1. Completed all daily checks of equipment and facilities.
2. Collected all TCEQ required sampling and analysis for the municipal plant.
3. Treated 23,100 gallons of septic waste.
4. Performed all routine maintenance on scheduled equipment.
5. Removed 40 cubic yds of cake.

- Total Work Orders Completed – 55
- Utility Locates – 17
- Building Dept Routing Forms- 2
- Customer Service Calls – 1

To: Ryan Ward
From: Carlos Garcia
Date: Thursday, January 05, 2023
Re: November, Monthly

Street Department

Mr. Ward,

For the month of November, the Streets Department worked on;

- 1) Street work orders consisting of Tree Trimming -4, Street Repair-5, Street sweeping -6, Misc. -6, Brush Pick Up -1
- 2) Street Patching
- 3) Line of sights
- 4) Business Park
- 5) Storm Cleanup
- 6) Landfill Maintenance
- 7) Downtown Cleanup for Carol of Lights

For the month of December, we are street sweeping throughout the city and we will continue taking care of work orders as they are issued.



Memo



To: Ryan Ward
From: Wayne sanders
Date: December 16 , 2022
Re November

Electric Department

month's activities involved

Electric – Total Work Orders = 60, total Completed = 60,
(177 Hrs)

Put Christmas lights up on the court house, around the square and in the park

- Operations and Maintenance
 1. replaced 10 street lights to LED
 2. Line Locates – 24
 3. work orders for trees-3
- Set 4 poles:
Replace 2 bad poles (1 from storm)
Set 2 service poles
- Connected:
 - 1 disconnected -1
 - 2 solar meter -3
 3. Upgrades – 2
 4. New services –
 5. Temps – 2
- Overtime: 76.5hrs
 1. On customer side –
 2. On city side -2 (replaced transformer)
 3. Tree –1
 4. Animal Contact - 1
 5. House fire –2
 6. Weather – 1 storm several locations (60+ hours replacing pole)
 7. Line Down – 1 (TV cable)
 8. Auto Accident
- Activities for the Year 2021 - 2022:

DATA PROCESSING WEEKLY REPORT (continued)

- Osmos Pole Inspection replacement: **have replaced 343 poles of 389 total**
- Brodie Estates Subdivision: **complete (will connect new houses as they are built)**
- Stone Valley: **(95% complete)**
- Hidden Oaks: **complete (will connect new houses as they are built)**
- Lampasas Substation Upgrade: **Panels in substation should be complete in December**

- S Hwy 281 road widening project



Memo

To: Honorable Mayor Monroe and City Council

CC: Finley deGraffenried, City Manager

From: Jody Cummings, Police Chief

Date: 12.13.22

Re: **Police Department** Monthly Report - November 2022

1. Chief of Police Jody Cummings attended 2 regular City Council meetings.
2. Assistant Chief Charlie Boswell attended 1 Council Round Table meeting.
3. Chief Cummings attended 4 Director's meetings.
4. Chief Cummings hosted 4 staff meetings.
5. The department supported the Veteran's Day Run and Walk.
6. Assistant Chief Boswell attended a Chief's meeting in Lometa.
7. Boswell conducted dispatch interviews and filled 2 positions.
8. Cummings, Boswell and Pat. Lt. Chuck Montgomery assisted the fire department on 3 days with a flag judging contest at 3 elementary schools.
9. Cummings attended an Eclipse round table meeting.
10. Boswell attended a TxDOT relieve route presentation.
11. Montgomery attended a Vape meeting at Lampasas High School.
12. Dispatch Supervisor/Records Clerk Kelli Sanguinet attended an Emergency Operations Procedures meeting.
13. Cummings presented the department's yearly report to council.
14. Boswell submitted the department's yearly Asset Forfeiture Report to the Attorney General.
15. Montgomery attended a Homeless Person Meeting at the Senior Center.

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
Lupe Charping, Administrative Secretary
Frank Ellett, Building Official

Re: Monthly Report, November, 2022

MGO-My Government Online
Permits Issued- March -40

November 2022

<u>DESCRIPTION</u>	<u># OF SEGMENTS</u>	<u>VALUATION</u>	<u>FEE</u>
BUILDING	8	\$2,408,661.39	\$5,088.30
ELECTRICAL	17	\$27,403.00	\$5,649.30
MECHANICAL	11	\$0.00	\$530.00
PLUMBING	14	\$2,200.00	\$675.00
REMODEL/ADDITION	11	\$214,100.00	\$775.00
SPRINKLERS	1	\$7,400.00	\$60.00
*** TOTALS***	70	\$2,659,764.39	\$12,777.60

November 2021

<u>DESCRIPTION</u>	<u># OF SEGMENTS</u>	<u>VALUATION</u>	<u>FEE</u>
BUILDING	4	\$440,000.00	\$1,664.30
DEMOLITION	3	\$8,000.00	\$50.00
ELECTRICAL	19	\$184,750.00	\$1936.50
FENCE	1	\$2,500.00	\$35.00
MECHANICAL	7	\$0.00	\$340.00
PLUMBING	15	\$3,200.00	\$2105.00
REMODEL/ADDITION	15	\$340,185.00	\$1,445.00
SHED,PATIO,DECK	1	\$7,000.00	\$0.00
SIGN	2	\$0.00	\$75.00
*** TOTALS***	71	\$985,635.00	\$7,650.80

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Lampasas Fire Department

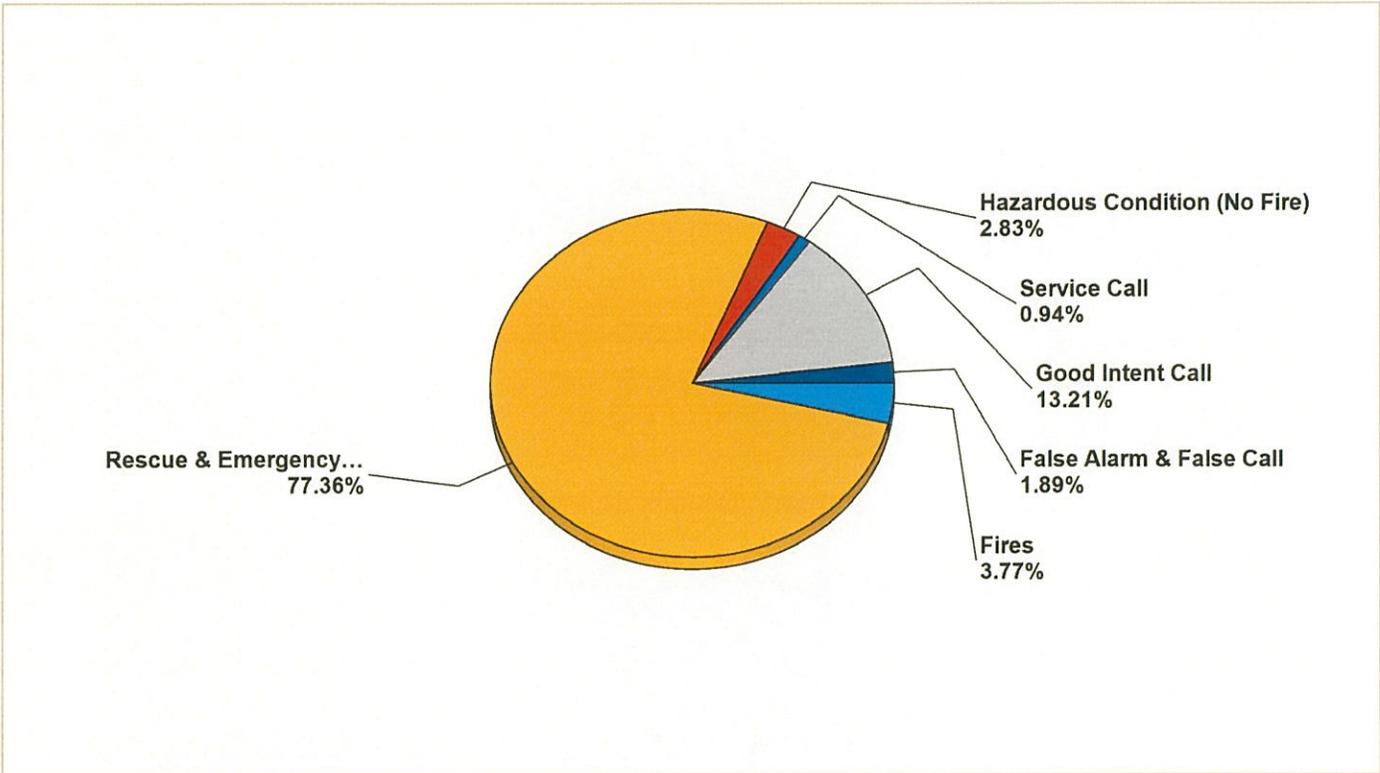
Lampasas, TX

This report was generated on 12/2/2022 7:43:47 AM



Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 11/01/2022 | End Date: 11/30/2022



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	4	3.77%
Rescue & Emergency Medical Service	82	77.36%
Hazardous Condition (No Fire)	3	2.83%
Service Call	1	0.94%
Good Intent Call	14	13.21%
False Alarm & False Call	2	1.89%
TOTAL	106	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



emergencyreporting.com
Doc Id: 553
Page # 1 of 2

Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
100 - Fire, other	1	0.94%
111 - Building fire	2	1.89%
143 - Grass fire	1	0.94%
311 - Medical assist, assist EMS crew	78	73.58%
324 - Motor vehicle accident with no injuries.	4	3.77%
411 - Gasoline or other flammable liquid spill	1	0.94%
412 - Gas leak (natural gas or LPG)	1	0.94%
441 - Heat from short circuit (wiring), defective/worn	1	0.94%
512 - Ring or jewelry removal	1	0.94%
611 - Dispatched & cancelled en route	12	11.32%
651 - Smoke scare, odor of smoke	2	1.89%
735 - Alarm system sounded due to malfunction	1	0.94%
736 - CO detector activation due to malfunction	1	0.94%
TOTAL INCIDENTS:	106	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



Memo



To: Honorable Mayor and City Council Members
CC: Finley deGraffenried, City Manager
From: Vicki Tower, Parks Secretary/HR Coordinator
Date: December 22, 2022
Re: Monthly Report November 2022

**Parks & Recreation
&
Human Resources**

Brief Monthly Overview – Parks & Recreation

Vicki Tower, Parks Secretary/HR Coordinator

- 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

- Scheduled and attended interviews for Economic Development Director position – interviews on November 29th
- New hire orientation and paperwork on November 14th - Police Communications Officer
- New hire orientation and paperwork on November 21st - Police Communications Officer
- Set up for Employee Appreciation luncheon on November 10th
- Continue to work on filing and organizing HR files
- Assisted the Finance Dept. with reviewing with payroll
- Assisted the Finance Dept. with Longevity checks

Personnel Information – Currently

- Current: 114 Full-time positions, 15 Part-time positions
- Posted Vacancies:
 - Full-time: Park Maintenance Tech.; Apprentice Line Worker; Line Worker; Police Officer; Police Communications Officer; Utility Distribution/Collection Tech.

**Department: Parks
Monthly Activity Report
MONTH OF NOVEMBER 2022**

I) Regular Personnel Hours Available: 880.00

LESS:

A)	Vacation Leave	19.50
B)	Sick Leave	64.00
C)	Supervision / Training	72.00
D)	Holiday	120.00
E)	Personal Day	16.00

SUB-TOTAL 291.50

PLUS:

A)	Over Time	36.50
B)	On-Call / Standby	22.00
C)	Part Time	
D)	Transfer	

SUB-TOTAL 58.50

TOTAL HOURS AVAILABLE FOR THE MONTH: 647.00

II)	<u>Department Summary of Work Orders for the Month.</u>				
	<u>Received</u>	<u>Completed</u>	<u>Outstanding</u>	<u>Void</u>	<u>Hours</u>
			0	0	

III)	<u>Department Projects for the Month.</u>				
	<u>Christmas Decorations (Installation / Repair)</u>				262.00

	<u>On Call / Standby</u>				22.00
	<u>Sub-total Hours on Projects:</u>				284.00

IV)	<u>Department Operations and Maintenance for the Month.</u>				
	<u>Cleaning Parks</u>				147.50
	<u>Airport Maint.</u>				19.00
	<u>Mowing/Weed eating</u>				54.00
	<u>Building and Grounds</u>				66.00
	<u>Equipment/Vehicles/Shop</u>				38.00
	<u>Office/Meetings</u>				38.50
	<u>Sub-total Hours on Projects:</u>				363.00

TOTAL HOURS FOR DEPARTMENT 647.00

V)	<u>Department's Proposed Projects for next Month</u>				
	<u>Christmas Decorations (Maintenance)</u>				100.00

	<u>Total Estimated Hours on Proposed Projects:</u>				100.00

Department: SPORTS FACILITIES
Monthly Activity Report
Nov-22

I) Regular Personnel Hours Available: 528.00

<u>LESS:</u>		
A)	Vacation Leave	56.00
B)	Sick Leave	36.75
C)	Supervision/Training	0.00
D)	Holiday	72.00
E)	Comp Taken	8.00
SUB-TOTAL		172.75

<u>PLUS:</u>		
A)	Over Time	19.00
B)	On call/Standby	25.00
C)	Part Time	0.00
D)	Comp Accrued	10.00
SUB-TOTAL		54.00

TOTAL HOURS AVAILABLE FOR THE MONTH: 409.25

II) Department Summary of Work Orders for the Month.				
<u>Received</u>	<u>Completed</u>	<u>Outstanding</u>	<u>Void</u>	<u>Hours</u>
		0	0	

III) Department Projects for the Month.				
Other:	ON CALL/OT HOURS FOR PARKS CHECK		44.00	4.00
Sub-total Hours on Projects:				44.00

IV) Department Operations and Maintenance for the Month.				
Cleaning Parks			95.00	
Turf Management			38.00	
Mowing/Weed eating			57.00	
Building and Grounds			99.00	
Equipment/Vehicles/Shop			49.00	
Office/Meetings			27.25	
Sub-total Hours on Projects:				365.25

TOTAL HOURS FOR DEPARTMENT 409.25

V) Department's Proposed Projects for next Month				
?				
?				
?				
Total Estimated Hours on Proposed Projects:				0.00

W.M. Brook Park Lake

2022 Fisheries Management Survey Report

INLAND FISHERIES DIVISION MONITORING AND MANAGEMENT PROGRAM

Prepared by:
Patrick Ireland, District Management Supervisor
Mukhtar Farooqi, Assistant District Management Supervisor

Inland Fisheries Division
Austin/San Marcos District, Texas

August 2022



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Overview

This document is a summary of fisheries data collected from W.M Brook Park Lake in Lampasas in April of 2022. The purpose of the document is to provide fisheries information and make management recommendations to protect and improve the sport fishery. While information on other fishes was collected, this report deals primarily with major sport fishes and important prey species. W.M Brook Park Lake is recognized by Texas Parks and Wildlife Department (TPWD) as a community fishing lake (CFL). Community fishing lakes are defined by TPWD as "a public impoundment ≤ 75 acres located within an incorporated city limits or a public park, or any impoundment lying totally within the boundaries of a state park." Community fishing lakes are subject to special regulations on catfish and fishing gear.

Lake Description

W.M. Brook Park Lake is a 4-acre impoundment located in Lampasas, TX on the main stem of Sulphur Creek, a tributary to the Lampasas River and ultimately the Brazos River. It is operated and controlled by City of Lampasas Parks and Recreation. The lake is fed by spring flow, precipitation, and runoff.

Angler Access

W.M. Brook Park Lake has abundant access along the entire shoreline. A paved walking trail provides access to both the northern and southern shoreline of the lake with a pedestrian bridge connecting the two sides. A map of the lake can be found in Figure 1.

Habitat

W.M. Brook Park Lake has quality fish habitat, mostly in the form of submerged aquatic vegetation that extends along the shoreline. Most of the lake shoreline is shallow, with a retaining wall around most of the perimeter. Historically, Eurasian Watermilfoil has had excessive growth during some growing seasons which has led to the submission of Aquatic Treatment Proposals to TPWD by the City of Lampasas on some years for chemical treatments. Water primrose is also present in the waterbody.

Previous management strategies and actions: W.M Brook Park Lake has been managed as a standard CFL. TPWD has approved aquatic treatment proposals for the chemical treatment of Eurasian Watermilfoil.

Harvest regulation history: Harvest regulations for W.M. Brook Park Lake are standard CFL regulations (Table 1) with no additional special regulations. Fishing is by pole and line only and anglers may use no more than two poles while fishing.

Stocking history: Texas Parks and Wildlife has stocked Channel Catfish and Rainbow Trout into W.M. Brook Park Lake. Detailed stocking information can be found in Table 2.

Summary

The fish community in W.M. Brook Park Lake is self-sustaining and in fair condition. A fisheries survey in 2022 indicated a balanced Largemouth Bass population with a few larger bass exceeding 18-inches. The forage population primarily consisted of Blacktail Shiners, Bluegill, and Redear Sunfish. Condition (plumpness) of the Largemouth Bass was average (around 90) for most size classes. This suggests that there is adequate forage available for the Largemouth Bass. However, excessive submerged aquatic plant growth observed in the summer months may inhibit Largemouth Bass foraging efficiency. Management recommendations for W.M Brook Park Lake include continued approval of vegetation treatment proposals and continued review and approval of stocking requests. Detail for each of these management recommendations can be found in the Cooperative Management Opportunities section of this report.

Methods

Fish Collection: The fish in W.M. Brook Park Lake were collected using boat electrofishing by sampling 2, 10-minute stations for a total of 20 minutes on April 12, 2022. We used a boat-mounted 7500-watt generator and power box to produce pulsed DC current. By using this method, we can collect a variety of fish species efficiently and release the fish back into the lake alive and unharmed. The time spent electrofishing is used to calculate the catch per unit of effort (CPUE), or number of fish caught per hour (fish/hour). Catch per unit of effort is one metric used to evaluate the quality of the fisheries in a waterbody.

Statistics: Sampling statistics (CPUE for various length categories) and structural indices (Proportional Size Distribution [PSD] terminology modified by Guy et al. 2007), and condition indices (relative weight [W_r]) were calculated for target fishes according to Anderson and Neumann (1996). Standard error (SE) was calculated for structural indices. Relative standard error (RSE = 100 x SE of the estimate/estimate) was calculated for all CPUE values. Explanations for each of these metrics are provided in the Fisheries section of this report.

Fisheries

Largemouth Bass: Total electrofishing CPUE of Largemouth Bass was 90 fish/hour in 2022 with 33 fish/hour being available for legal harvest (Figure 2). The proportional size distribution (PSD; defined as the percent of the stock sized population of fish (≥ 8 inches) that are quality size (≥ 12 inches).) value of 63 in 2022 indicates a balanced population. A balanced fish population has an intermediate number of small and large fish allowing for satisfactory rates of recruitment, growth, and mortality. Mean relative weights (a measure of fish health and plumpness) were adequate (≥ 90) for most sizes of Largemouth Bass (Figure 2), suggesting the fish are healthy with sufficient prey availability.

Prey species: The electrofishing catch rate of Bluegill was 255 fish/hour in 2022 which would be considered very high for a small pond (Figure 3). The Bluegill population is abundant with most of the fish being smaller in size. It is likely the Bluegill population provides the primary forage for Largemouth Bass. The electrofishing catch rate for Redear Sunfish was 51 fish/hour in 2022 with most of the fish being of quality size (≥ 7 inches, Gabelhouse 1984a).

Blacktail Shiner electrofishing catch rate was 96 fish/hour in 2022 indicating that this species is likely an important prey item for Largemouth Bass. Green and Longear Sunfish as well as Gizzard Shad (Table 3) were also present in the pond and available as forage for Largemouth Bass.

Management Recommendations

Issue 1: Excessive submerged aquatic vegetation can be a hindrance to shoreline anglers as well as negatively impacting Largemouth Bass utilization of available prey.

Management strategy

1. Continue to approve aquatic vegetation treatment proposals for the City of Lampasas when submerged aquatic vegetation is approaching problematic levels.

Issue 2: As a CFL, W.M. Brook Park Lake has specific fishing regulations that may not be known by anglers who utilize the waterbody.

Management strategy

1. Provide the City of Lampasas official TPWD signage detailing the CFL regulations.

Literature Cited

- Anderson, R.O. and R.M. Neumann. 1996. Length, weight, and associated structural indices. Pages 447-482 in B.R. Murphy and D.W. Willis, editors. Fisheries techniques, 2nd edition. American Fisheries Society, Bethesda, Maryland.
- Gabelhouse, D. W. 1984a. A length-categorization system to assess fish stocks. North American Journal of Fisheries Management 4:273-285
- Google Earth Pro V 7.3.3.7786 (January 2022). W.M. Brook Park Lake, Lampasas, Texas. Lat. 31.0567, Lon. -96.1086, Accessed 08/13/2022.
- Guy, C.S., R.M. Neumann, D.W. Willis, and R.O. Anderson. 2007. Proportional size distribution (PSD): a further refinement of population size structure index terminology. Fisheries 32(7): 348.

Tables and Figures

Table 1. Fish harvest regulations for W.M. Brook Park Lake, Lampasas, Texas.

Species	Daily Bag Limit	Length Limit
Largemouth Bass	5	14-inch minimum
Bluegill, Redear, Longear, and other sunfish species	None	None
Channel Catfish, Blue Catfish, or their hybrids	5 (in any combination)	None
White and Black Crappie, their hybrids, and subspecies	25 (in any combination)	10-inch minimum

Table 2. Stocking history for W.M Brook Park Lake, Lampasas, Texas. ADL = Adult, FGL = Fingerling, AFGL= Advanced Fingerling

Species	Year	Number	Life Stage	Mean TL (in)
Channel Catfish	1989	800	FGL	2.5
	1991	384	AFGL	5.9
	1993	735	AFGL	7.2
	1994	150	AFGL	11.0
	1995	845	AFGL	9.5
	1996	1,000	ADL	12.3
	1996	817	AFGL	8.1
	1997	500	ADL	12.0
	1997	1,518	AFGL	8.8
	1998	1,309	AFGL	7.7
	1999	756	AFGL	8.1
	2000	1,276	AFGL	9.7
	2001	743	AFGL	10.1
	2002	741	AFGL	9.1
	2003	736	AFGL	9.6
	2004	738	AFGL	10.7
	2005	766	AFGL	10.4
	2006	736	AFGL	10.1
	2007	736	AFGL	9.3
	2008	765	AFGL	10.8
2009	421	ADL	12.9	
2009	743	AFGL	9.2	
2010	742	AFGL	10.8	
2011	736	AFGL	8.8	
2013	736	AFGL	10.5	
2014	746	AFGL	9.7	
2017	763	AFGL	9.9	
2018	850	AFGL	9.2	

Species	Year	Number	Life Stage	Mean TL (in)
	Total	21,788		
Rainbow Trout	1990	5,328	ADL	9.3
	1991	3,819	ADL	9.3
	1992	2,001	ADL	9.3
	1993	2,005	ADL	9.3
	1994	4,011	ADL	9.3
	1995	1,010	ADL	9.3
	1996	948	ADL	9.3
	1997	1,003	ADL	9.3
	1998	909	ADL	9.3
	1999	800	ADL	9.3
	2000	1,015	ADL	9.3
	2001	1,000	ADL	9.3
	2002	1,020	ADL	9.3
	2003	1,007	ADL	9.3
	2004	508	ADL	9.3
	2008	603	ADL	9.4
	2012	501	ADL	9.1
	2013	500	ADL	9.3
	2014	603	AFGL	8.7
	2015	504	ADL	9.5
	2016	502	AFGL	8.9
	2017	604	ADL	9.1
	2019	711	ADL	9.1
	2021	906	ADL	9.3
	Total	31,818		

Table 3. Species, number of fish (N) and catch per unit of effort (CPUE) of all fish collected during the spring 2022 electrofishing survey, W.M. Brook Park Lake, Lampasas, Texas.

Species	2022	
	N	CPUE
Gizzard Shad	1	3
Common Carp	29	87
Blacktail Shiner	32	96
Blue Catfish	2	6
Mexican Tetra	1	3
Blackstripe Topminnow	1	3
Green Sunfish	1	3
Warmouth	2	6
Bluegill	255	255
Longear Sunfish	8	24
Redear Sunfish	17	51
Largemouth Bass	28	90



Figure 1. Map of W.M. Brook Park Lake, Lampasas, Texas.

Largemouth Bass

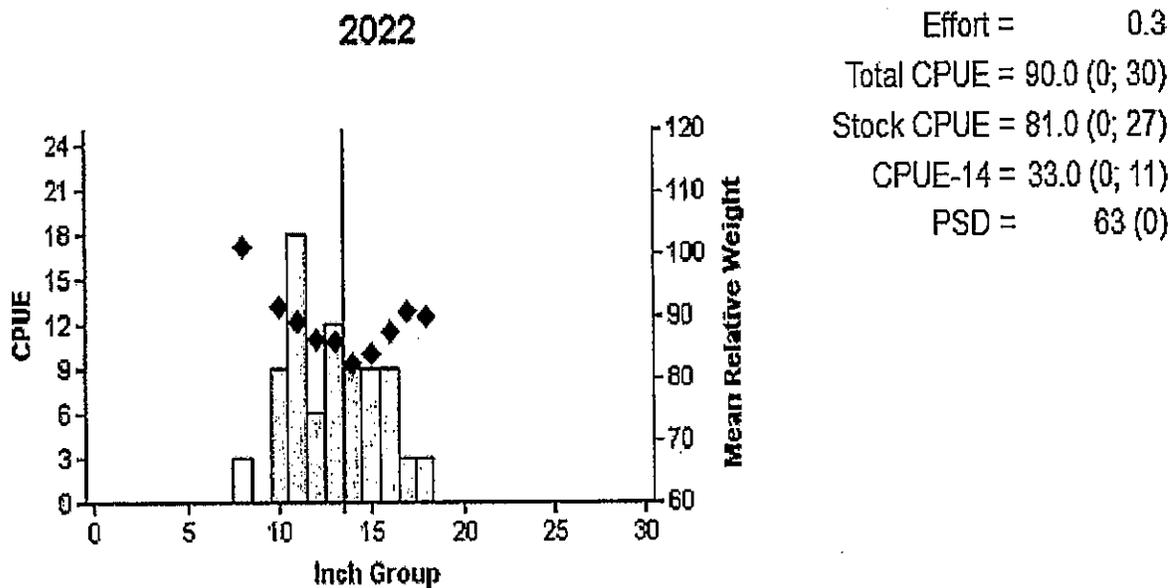


Figure 2. Number of Largemouth Bass caught per hour (CPUE; bars), mean relative weight (diamonds), and population indices (RSE and N are in parentheses) for spring electrofishing survey, W.M. Brook Park Lake, Lampasas, Texas, 2022. Vertical line represents minimum length limit at time of sampling.

Bluegill

2022

Effort = 0.3
Total CPUE = 255.0 (0; 85)
PSD-P = 0 (0)

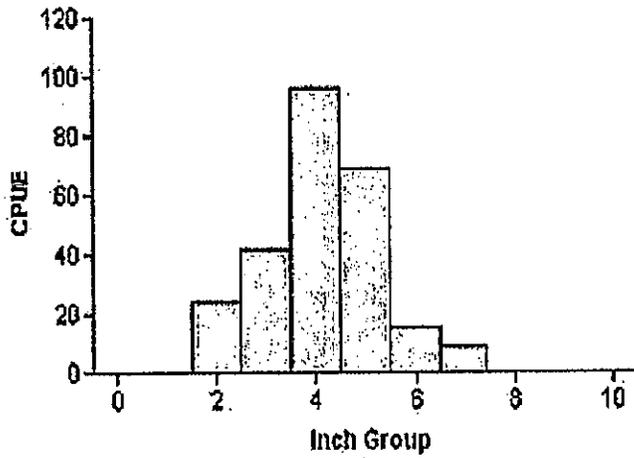


Figure 3. Number of Bluegill caught per hour (CPUE; bars) and population indices (RSE and N for CPUE are in parentheses) for fall electrofishing survey, W.M. Brook Park Lake, Lampasas, Texas, 2022.

Redear Sunfish

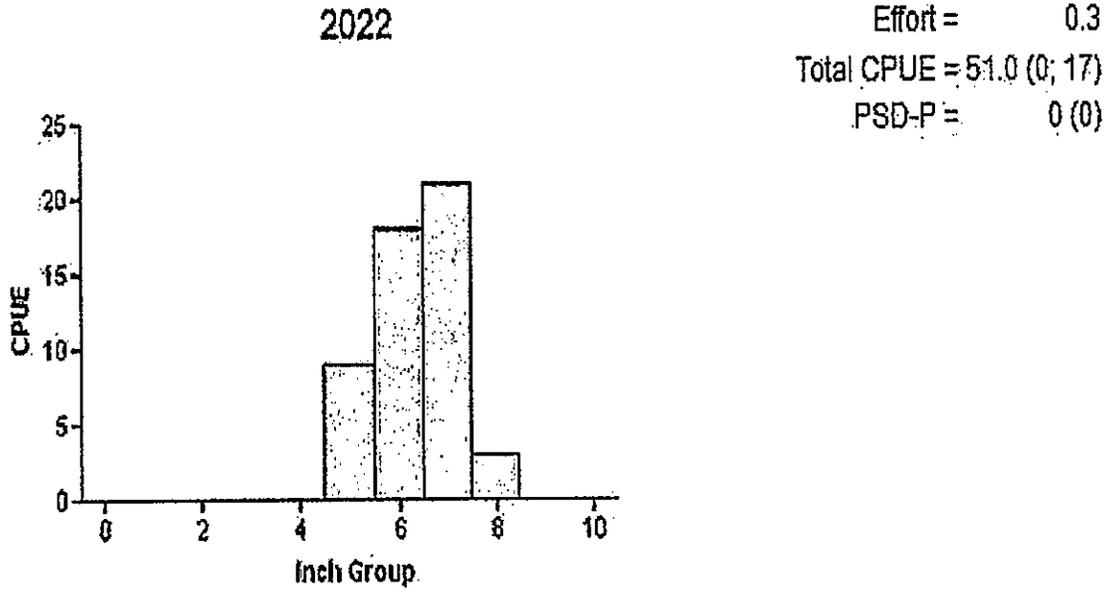


Figure 4. Number of Redear caught per hour (CPUE; bars) and population indices (RSE and N for CPUE and SE for IOV are in parentheses) for fall electrofishing survey, W.M. Brook Park Lake, Lampasas, Texas, 2022

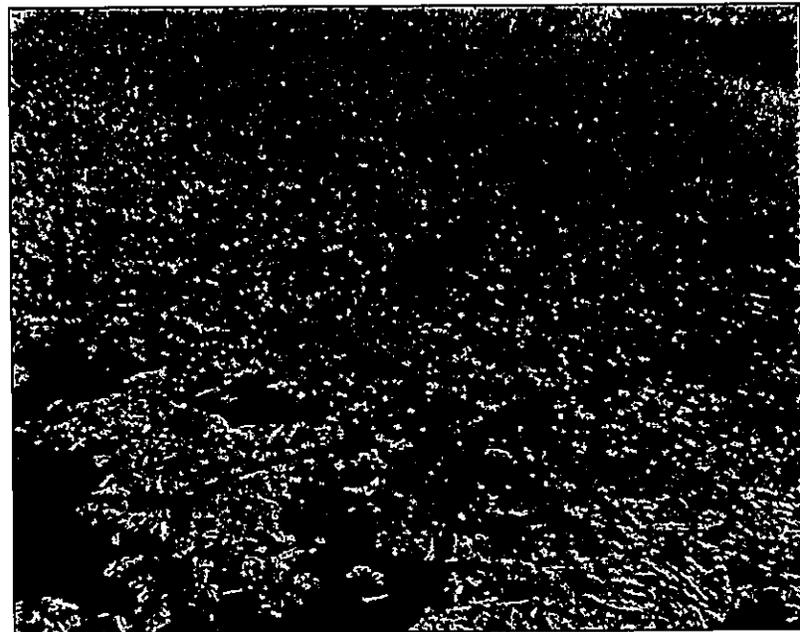


Figure 5. Aquatic vegetation observed at W.M. Brook Park Lake on July 30, 2022. Water primrose coverage looking east from pedestrian bridge (top) and close-up of vegetation (bottom).

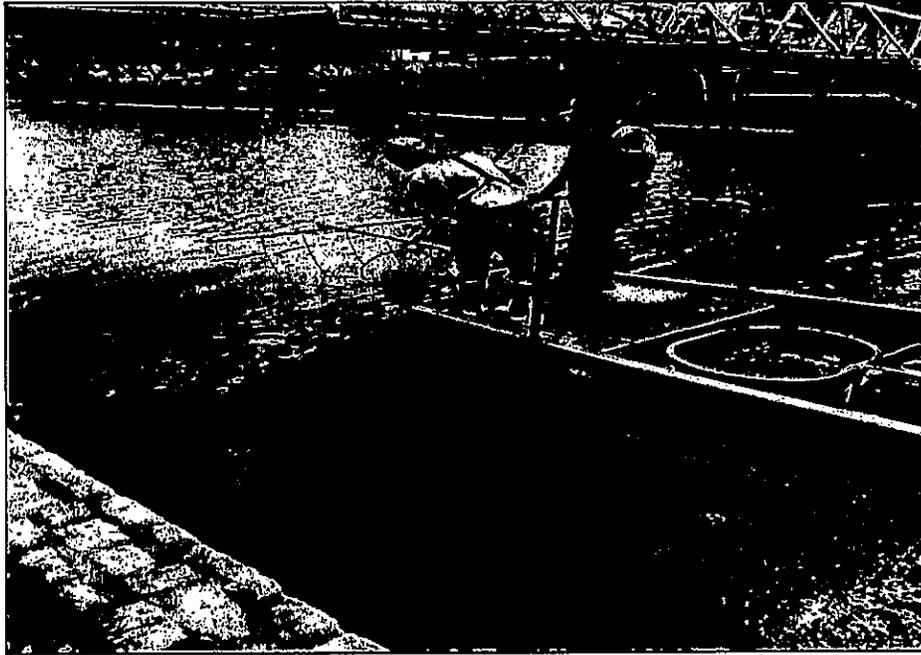


Figure 7. Electrofishing survey, April 12, 2022 on W.M. Brook Park Lake.



Figure 8. Typical sized Largemouth Bass collected during electrofishing survey, April 12, 2022 on W.M. Brook Park Lake.

Memo

To: Finley deGraffenried, City Manager
From: Monica Wright, Director of Information Systems
Date: Thursday, December 8, 2022
Re: November 2022 Monthly Report



Information Systems

Service Tickets - Social Media - Website Stats

IT Service Tickets	449
Facebook Followers	7,076
Twitter Followers	723
Instagram Followers	613
Website Page Views	22,665

IT Supported Hardware & Software

PCs	92	Wireless Access Points (WAP)	16	Servers	22
Laptops	52	Verizon Aircards	45	Firewalls	3
Printers	69	Network Attached Storage (NAS)	7	Tablets	22
Switches	21	Apple iPhones	33	Software Applications	30+

November Projects Completed:

- Quote for replacement HelpDesk software/configured/installed
- Attended Neptune 360 software meeting with Core & Main
- Attended Electric Scada install review meeting
- Purchased/configured additional PD dispatcher PC
- Quote for (2) additional PD laptop NetMotion software licenses for SROs/ordered
- Quote for (8) replacement desktop PCs/ordered
- Researched replacement HelpDesk software
- Quote for (3) replacement Animal Shelter desktop PCs/configured/installed/added to inventory
- Configure/built out Electric SCADA PC
- Quote for Microsoft Office licenses/purchase/added to inventory
- Citrix research/watch configuration videos
- Cut hole/run network cable in FD Training room for FD training PC
- Attended CPR class
- Restore Incode from backup after corrupt Incode file
- Built out replacement utility pc/added to inventory

December Projected Projects:

- Configure/install replacement PD-Host 1 server/add to inventory
- Configure/install replacement PD-Host 2 server/add to inventory
- Purchase/configure Citrix software solution for outside network access/configure firewall
- Configure/build out VM servers needed for Citrix remote management solution
- Configure/install Citrix on PCs/phones/tablets/documentation
- Configure/install WAP at FD training room
- Configure/install replacement PCs/add to inventory
- Attend EDC interviews
- Install new PD Dispatch PC
- Processed PD phone eligible upgrades
- Activate/configure new PD phones/add to inventory
- Install Electric SCADA PC at PW Barn
- Purchase Solar Eclipse 2024 domain name/configure forwarding
- Create Solar Eclipse web page/add content to pages and sub-pages
- Configure/issue out (2) PD SRO Panasonic Toughbook PCs
- Configure/issue out (2) PD Patrol replacement Dell Toughbook PCs
- Quote for (2) 24-port Netgear switches with Insight/purchase
- Configure/install (2) 24-port replacement Netgear switches/add to inventory



- Electric SCADA software/hardware install
- Quote for replacement security cameras/order
- Tyler Technologies ExecuTime time management implementation/project timeline/documents requested
- Install WWW server rack/shelves/UPS
- Relocate WWW PCs to server rack/room
- Install (20) additional Epanic licenses on PCs
- Problems with Library switch/troubleshoot
- Take updated photos of Directors/PD Staff/Superintendents for new website

FY 2022/2023 Budgeted Projects:

- Work with staff/vendor on PD EMD software solution ***(completed)***
- Configure/install new anti-virus software on client pcs/servers ***(completed)***
- Configure/install (3) security cameras at PW City Barn ***(completed)***
- Nextlink internet service at Golf Course ***(completed)***
- Obtain quote for replacement HelpDesk software solution/configure ***(completed)***
- Obtain quotes/configure/replace (2) PD SRO Toughbooks ***(completed)***
- Obtain quotes/configure/replace (3) Animal Shelter replacement PCs ***(completed)***
- Obtain quotes/configure/install Citrix remote management solution on staff pcs/tablets/phones ***(completed)***
- Obtain quotes for WWW server rack/equipment/move PCs to server room *(ordered)*
- Work with staff and vendor to implement Tyler Technologies ExecuTime time management software *(ordered – completing required documents to start project)*
- Obtain quotes/configure/replace PD Host 1 & Host 2 Server *(ordered)*
- Install Epanic software on (40) PCs *(ordered)*
- Obtain quotes/configure/replace (15) desktop PCs *(ordered)*
- Obtain quotes/configure/replace (2) 24 port switches *(ordered)*
- Obtain quote/order (15) Microsoft Office 2019 STD licenses *(ordered)*
- Obtain quotes/configure/replace (2) PD Patrol Toughbooks *(ordered)*
- Obtain quotes/configure/replace (4) 10 port switches *(FY 22-23)*
- Obtain quotes/configure/replace (2) 52 port switches *(FY 22-23)*
- Obtain quotes/install replacement server UPS *(FY 22-23)*
- Work with AV vendor to install ceiling microphones in Council Chambers *(FY 22-23)*
- Work with staff and vendor on Electric SCADA remote management project/OnSolve cellular service *(FY 22-23)*
- Configure/install Verizon CradlePoint routers in (19) PD units *(FY 22-23)*
- Obtain quotes for Hostess House technology needed/purchase *(FY 22-23)*
- Configure/install Hostess House hardware/software/internet solutions *(FY 22-23)*
- City wide cyber security training for all employees/submit to State DIR *(FY 22-23)*
- Dispose of outdated/broken technology items *(FY 22-23)*

Daily/Weekly/Monthly Tasks:

- OS updates on all NAS devices, firewalls, WAPs
- Install Windows updates on City/PD servers & workstations
- Content updates to City/EDC Website/Facebook/Twitter/Setup recurring dlvr.it social media posts
- Reply to website/social media submissions/requests
- Perform routine maintenance on hardware and software
- Backup all workstations/servers/NAS storage devices
- Update virus / spyware definitions and apply security patches to computers/servers
- Prepare reports for and attend directors meeting and City Council meeting
- Continued education of network security threats
- Continued research of applications/software for departments
- Documentation for all software/hardware configurations

- Setup Council Live Stream meetings
- Create cyber security phishing campaigns/deploy to employees/council members

Future Projects & Goals:

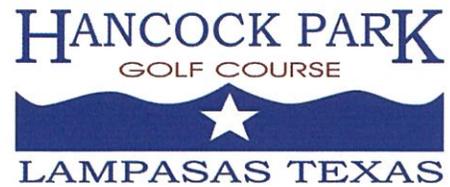
- Adopt future amendments to IT Computer Policy *(FY 23-24)*
- Obtain quotes for Core & Main water meter software upgrade/EOL solution *(FY 23-24)*
- Migrate Incode v.9 to Incode Cloud solution *(FY 23-24)*
- Increase AT&T internet speeds to 1GB *(FY 23-24)*
- Improvements/added security to IT Building Server Room *(FY 23-24)*
- Point to Point wireless Internet solution for locations not on fiber network *(FY 23-24)*
- City Website Re-Design *(FY 24-25)*
- EDC Website Re-Design *(FY 24-25)*

LAMPASAS PUBLIC LIBRARY

NOVEMBER 2022

- Circulation** We circulated 4,258 items in November, which is down 10% from October (4,729). The library was closed November 11 for Veterans Day and November 24-26 for Thanksgiving.
- Door Count** There were 2,723 visitors during November, which is down 52.4% from October (5,726). October door count was extra elevated due to BBQ for Books.
- Internet Usage** There were 275 Internet sessions in November, compared to 353 in October (down 22.1%).
- Text Interactions** We communicated, via text messages, with 114 unique phone numbers in November, which is down 20.8% from October (144). We sent/received a total of 591 messages, which is down 11.4% from last month (667).
- Video Streaming** We had 84 clicks in the adult collection (up 300% from October) and 48 clicks in the kids' collection of videos (up 92% from October), for a total of 132 (up 187% overall).
- November Programs** In November, we had three staff story times, How Pinteresting!, STEAM Day, Cornelia Key Book Club, Susan Zegub book signing, 42 Club, and the Explore Lampasas program on historical architecture at the Keystone Hotel.
- Upcoming Programs** In December, we will have a Christmas story time, two days of "Grinch" escape room, 42 Club, How Pinteresting!, and the Explore Lampasas program on astronomy. There will be no book club or STEAM Day in December.
- December closures** The library will be closed on Friday, December 9, for staff training; December 23-26 for Christmas; and Saturday, December 31.





Memo

To: Finley deGraffenied, City Manager
From: Van Berry, Golf Course Manager
cc: City Council Members
Date: December 7, 2022
Re: Monthly Report, November 2022

- Applied 800 lbs. of Gypsum on the greens.
- Applied 600 lbs. of 0-0-30 (potash) on the greens.
- Sprayed Firm-Up (soil conditioner) on the greens.
- Regular daily maintenance and mowing of the golf course.
- Washed the rental carts and checked the water in the batteries.
- Checked all the equipment and building and prepared them for cold weather.
- On Veteran's Day, we had very strong winds a lot of hail that that pretty much striped the trees of their leaves. The leaves were so thick that you could not tell where the greens, tee boxes and fairways were, we had to close the golf course for the weekend. It took the grounds crew a couple of days to mulch the leaves and make the course playable for the public as well as the members.
- With all the rain that we have had at the end of October and the first of November the sand traps washed bad. The grounds crew have spent a lot of time cleaning the old sand and silt out and adding new sand.
- With all the rain that we had, Sulphur Creek got up and flooded our bridges for a day and the grounds crew spent another day cleaning them off and making them passable.

Memo



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

From: Lewann Turner, Court Clerk I

Date: Thursday, January 05, 2023

Re: Monthly Report November 2022

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	143
Convictions	56
Compliance Dismissals	43
Hrs. Community Service Completed	96
Total Dollar Amount CS	\$1,196.90
Waived for Indigency	\$0.00
Total Collected	\$29,563.01
Total kept by City	\$20,736.38

City of Lampasas

M E M O

To: Mayor and City Council
 From: Finley deGraffenried
 Re: Manager's Report
 Date: 6 January 2023

HAPPY NEW YEAR

- West First St.** Paving and road repairs to West First Street should be completed this week by the Starbuck's developer. Based on elevations not matching, per plan, and significant utility cuts in the street, the City required new pavement, primarily crown to gutter with a smaller section gutter to gutter for the 100 block of West First. City Street Department staff were on site during the paving process to monitor work by the contractor and insure paving was installed as specified.
- Police Department** Chief Cummings reports, that unlike most of his peers, the Lampasas Police Department is fully staffed with the exception of one dispatcher. He is also pleased to announce that Delana Fritz, Communications Officer, has accepted the position of Officer Cadet and is enrolled in the Central Texas College Police Academy beginning January 30th.
- Skate Park** Ryan reports that SPA Skateparks will have materials delivered this week, and will be on site next week to begin construction. SPA reviewed the site prior to ordering mobilization and expressed their satisfaction with the pad built by Harrison Construction. Chris Eicher has also been preparing signage in consultation with SPA and the Texas Municipal League Intergovernmental Risk Pool ("Risk Pool"). Both SPA and the Risk Pool recommended placing signage before the project is complete, because when its done, its open.
- Freeze Repairs** Damages from the freeze over the Christmas break appear to be limited to the Park Department and the Golf Course. In addition to some sprinkler head issues at the Golf Course, Van reported some damage in the pump room and at the Women's Clubhouse. Chris Eicher also reported damage at several of the Park restrooms. This occurred, despite best efforts by staff to keep the areas warm with space heaters. Both Chris and Van will be investigating more robust heating, insulation and perhaps cooling systems to avoid expensive repairs in the future.
- Evaluations** If Council is inclined, staff will include a closed session item on an upcoming agenda for the evaluation of one or more of Council appointed officials. Those positions include the Municipal Judge, City Secretary, and City Manager. The City Attorney is considered an appointed official, but is not an employee and is normally not included in the evaluation process. Staff seeks Council input regarding agenda setting for this report item.

Welcome Sign	Staff has previously reported on the efforts by Vision Lampasas! particularly Libby Bluntzer, Bill Metzger, and Ron and Sue Ellen Bumpus, for the installation of a Welcome Sign on South US 183. Staff notes that the City has been asked to relocate the fence on private property to allow for the sign and to pour the footings for the base, which staff view as relatively minor investment compared to the inputs of Vision and others. Gateway signage is a cited Objective in the Comprehensive Plan.
Christmas Lights	Christmas lights at Brook Park should be removed and stored by the end of this week. Lucien and Chris report that some strands and bulbs may require replacement prior to next season, however; the Parks Department has approximately 3000 additional feet of strand and bulbs that could be used prior to additional purchases. Chris also notes that once cameras were deployed in the Park, vandalism was significantly reduced.
Fire Department	A couple of quick notes from the Fire Department. Chief Smith has circulated a copy of the Emergency Management Plan for the City of Lampasas to Director level staff for review. This is not considered a re-write, simply an update of identified staff, locations, and contact information. The Plan outlines staff and elected official responsibilities, span of control, and communications. Once the draft is updated, Chief Smith will present the Plan to Council.
EMS Report	Attached is the monthly EMS report from Hamilton County Hospital District for December. Of note is the average response time in the City, 4 minutes 53 seconds; and the total number of calls in the City, 182 or 58% of the total Lampasas County calls.
TxDOT Pre-App	In line with Objectives of the City's Comprehensive Plan, staff will be submitting a Preliminary Application to TxDOT for Transportation Alternatives Call for Projects. Funding maximum is \$300,000.00 for projects including bikeway improvements, shared use paths, and pedestrian improvements. If selected to complete the full application, Council action will be necessary to approve submission and funding agreement.
Relief Route	As a reminder, staff will place discussion on the Relief Route on the January 23 rd agenda. Staff have invited TxDOT planning staff, who will be available to discuss the status of the feasibility study and information gathered thus far.
Holidays	Attached are the City Holiday closings for 2023. As is the case in most years, several holidays fall on a week-end and will be observed following, or preceding the holiday on a week day.
Staff	Staff is pleased to recognize the following employees that began their City of Lampasas careers in December: Shanda Subia, 16 years; and Yvonne Moreno, 25 years.



HAMILTON COUNTY HOSPITAL DISTRICT
 EMERGENCY MEDICAL SERVICES
 400 N. Brown, Hamilton, Texas 76531
 (254) 386-1898
 TX #097006

EMS Medical Director
 Timothy Rudolph M.D.

EMS Director
 Patrick Cobb EMTP, CEM

Lampasas County EMS Report January 2023

RESPONSE TIMES:

Lampasas County (15min 90% Annual) **AVG 11 min 03 sec**
 City of Lampasas (8min 59sec 90% Annual) **AVG 04 min 53 sec**

DISPOSITION OF CALLS BY MICU NUMBER:

NATURE	M61 Lamp	M62 Lamp	M63 Kemp	EMS 60	
Patient Treated, Released (AMA)	6	12	16	2	
Transported No Lights/Siren	95	101	56	0	
Cancelled (No Patient Contact)	3	2	1	0	
PT Treated, Transferred Care to Another EMS Unit	0	2	1	0	
Pt Refused Evaluation/Care (Without Transport)	24	18	14	6	
Cancelled On-Scene/No Patient Found	0	0	4	1	
Transported Lights/Siren	11	3	2	0	
Patient Dead on Scene – Resuscitation Att/No Tran	0	0	1	0	
Cancelled (Prior to Arrival at Scene)	4	1	1	0	
Patient Dead On Scene No Resuscitation Attempt	2	0	0	0	
Standby – Public Safety (Police, Fire)	0	0	1	0	
Patient Treated, Transported by POV	0	0	0	0	
Transported No Lights/Siren Upgraded	1	0	0	0	
Patient Treated, Transported by Law Enforcement	0	0	0	0	

Total Events: 391

CALLS FOR SERVICE BY LAMPASAS COUNTY AREAS (314)

AREA	# Of Calls	% Of Total CFS in Lampasas County
City of Lampasas	182	58
Kempner VFD District	58	18
Adamsville VFD District	2	1
Lometa VFD District	9	2
Lampasas VFD District	63	20

City Holidays 2023 (proposed)

New Year's Day - (Observed on 1-2-23 since New Year's Day is on Sunday)

January 16, 2023 - MLK Day

February 20, 2023 - President's Day

April 7, 2023 - Good Friday

May 29, 2023 – Memorial Day

July 4, 2023 – Independence Day

September 4, 2023 - Labor Day

November 10, 2023 - Veterans Day

November 23 & 24, 2023 – Thanksgiving (2 days)

December 25 & December 26, 2023 - Christmas (2 days)



City Manager

ITEM NO. 7.1

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

Subject:

Discussion and possible action regarding a Joint Election Agreement between the Lampasas Independent School District and the City of Lampasas

Requested by: Becky Sims, City Secretary

Submitted by: Becky Sims, City Secretary

Date Submitted: January 4, 2023

For the agenda of: January 9, 2023

Procurement and Funding Statement:

Not applicable

Attachments: Joint Election Agreement Between the LISD and the City

Summary Statement:

The City, County, and Lampasas Independent School District (LISD) have held joint elections since 2007 as a result of Federal Law that required Schools to contract with another public entity for joint elections. This agreement is essentially the same as last year with the exception of dates. In the agreement, the City and LISD will share in the expenses of the Early Voting and Election Day shared voting locations, ballot programming, payroll of election workers and other costs common to both elections.

The Lampasas County Elections Administrator has agreed to conduct the May 6, 2023 election and that agreement will provide more detail for the election services, as well as estimated costs, and will be submitted for consideration as a separate agenda item.

Council is asked to consider approval of the attached agreement with LISD to conduct a joint election with the City.

Recommendation:

To consider a motion to approve the Joint Election Agreement between the Lampasas Independent School District and the City of Lampasas and authorize the Mayor to execute the related document.

**JOINT ELECTION AGREEMENT BETWEEN THE
LAMPASAS INDEPENDENT SCHOOL DISTRICT AND
THE CITY OF LAMPASAS**

This Joint Election Agreement (“Agreement”) is made by and between the Lampasas Independent School District (“School District”) and the City of Lampasas (“City”). School District and City are known jointly as “Parties,” and separately as “Party.”

WHEREAS, the School District plans to hold a Board of Trustees Election on May 6, 2023 for the purpose of electing members of the School District’s Board of Trustees;

WHEREAS, the City plans to hold a City Council Election on May 6, 2023 for the purpose of electing members of the City’s Council;

WHEREAS, Texas Election Code, Section 271.002, authorizes the governing bodies of political subdivisions to enter into an agreement to hold joint elections, in election precincts that can be served by common polling places;

WHEREAS, the School District and the City will hold elections on the same day; and

WHEREAS, the Parties to this Agreement serve voters within the same boundaries, their precincts can be served by a common polling place and it would be to the benefit of the City, the School District, and the citizens and voters thereof to hold their elections jointly (“Joint Election”).

NOW, THEREFORE, IT IS AGREED that mutual and sufficient consideration will be exchanged and that a Joint Election will be held by the School District and the City under the following terms and conditions:

- The School District and the City will work with the County of Lampasas, Election Administrator, to provide election services to the School District and City’s Joint Election.
- The School District and the City will share a common polling place for Early Voting and Election Day.
- The School District and the City will share, in the expense of the Early Voting and Election Day shared voting locations, ballot programming, payroll of election workers, and other costs common to both elections, as set forth in more detail in separate agreements between the Parties and the County for Elections Services with Lampasas County, Texas for the May 6, 2023 Local Election.
- In connection with the performance of this Agreement, neither of the Parties will be deemed liable to third parties for any default of the other contracting Party in connection with holding the Joint Election, including the failure of a contracting Party to pay any expenses under the Agreement.

- In case any provision of this Agreement is held to be invalid, illegal, or unenforceable, the remaining provisions shall continue to be valid, and the Agreement shall be construed as if the invalid, illegal, or unenforceable provision has never been included.
- School District and City recognize that either Party may cancel its election, and in such event the Cancelling Party shall be responsible for payments of its costs incurred to date, but not for future costs after date of notice of cancellation.

In connection with this Agreement, all notices, inquiries, and communications shall be to the following persons or offices:

For the School

Whitney Walker
 207 W. Eighth Street
 Lampasas, TX 76550
 512-564-2847
 512-556-3126 FAX
 walkerwh@lisdtx.org

For the City

Becky Sims
 312 East Third Street
 Lampasas, TX 76550
 512-556-6831
 512-556-8083 FAX
 bsims@cityoflampasas.com

The undersigned are the duly authorized representatives of the Parties' governing bodies, and their signatures represent adoption and acceptance of the terms and conditions of this Agreement.

APPROVED BY THE BOARD OF TRUSTEES OF THE LAMPASAS INDEPENDENT SCHOOL DISTRICT, TEXAS in its meeting held the ____ day of _____, 2023, and executed by its authorized representative.

By: _____
 Chane Rascoe, Ed. D., Superintendent
 Lampasas Independent School District

APPROVED BY THE CITY COUNCIL OF THE CITY OF LAMPASAS, TEXAS in its meeting held the ____ day of _____, 2023, and executed by its authorized representative.

By: _____
 TJ Monroe, Mayor
 City of Lampasas

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

Subject:

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

Requested By: Monica Wright, Director of Information Systems

Submitted By: Monica Wright, Director of Information Systems

Date Submitted: January 3, 2023

For the Agenda of: January 9, 2023

Procurement and Funding Statement:

N/A

Attachments: December Photo Entries

Summary Statement:

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

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

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

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

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

Recommendation:

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

Entry 1

Wes Graham
wlg3@att.net

“Courthouse Square” was taken at the downtown square in Lampasas, TX.




City Manager

ITEM NO. 7.3

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

Subject:

Discussion and possible action regarding amending Appendix A Fee Schedule, Chapter 82 Utilities, Article V. Rates, Charges and Billing Procedures, Section (f) Electric Service Rates. (7) Security Lighting (SL) (a) initial charge for installation (per light)

Requested By: Wayne Sanders, Electric Superintendent

Submitted By: Wayne Sanders, Electric Superintendent

Date Submitted: January 4, 2023

For the Agenda of: January 9, 2023

Procurement and Funding Statement:

N/A

Attachments:

Summary Statement:

The current security light installation fee is \$100.00. The current market cost for a security light is \$181.65 which includes the photo control cell. This installation may also require to run a service wire to the location of the light. This service requires two-man hours and one truck hour on a typical install. Staff recommends to increase the fee from \$100.00 to \$185.00 to cover the cost of the light. The City will continue cover any additional service within reason, labor and equipment costs. There are no recommended changes to the \$7.50 monthly charge per light as it will cover the cost of the electric with the new lights only using 55 watts.

Recommendation:

To consider a motion to approve the first reading of an Ordinance to amend Appendix A Fee Schedule, Chapter 82 Utilities, Article V. Rates, Charges and Billing Procedures, Section (f) Electric Service Rates. (7) Security Lighting (SL) (a) initial charge for installation (per light) from \$100.00 to \$185.00.

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ITEM NO. 7.4

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

Subject:

Discussion and possible action regarding an Ordinance of the City Council of the City of Lampasas, Texas, amending Ordinance 1540 which adopted the 2017 City of Lampasas Personnel Policy Manual Section 2.00 Employee Responsibilities Section 2.04 Uniforms, Section 6.00 Work Schedule and Time Reporting, Section 6.11 Standby Duty, Section 8.00 Leave Time, Section 8.08 Public Service, Section 19.00 Travel/Expense Reimbursement, Section 19.04 Allowance for Meals; Repealing Conflicting Ordinances and/or City Policies; Including a severability clause; and establishing an effective date.

Requested By: Ryan Ward, ACM

Submitted By: Ryan Ward, ACM

Date Submitted: January 4, 2023

For the Agenda of: January 9, 2023

Procurement and Funding Statement: N/A

Attachments: Memo

Summary Statement:

City Staff recommends the proposed amendments to the City of Lampasas Employee Personnel Policy pertaining to the purchase of safety footwear, to modify employees to be allowed to purchase outerwear as detailed in memo every other year instead of every three years, to amend the standby duty from 5 hours to 7 hours compensating the employee for one hour per day that they are on standby and to increase the meal allowance per day from \$40.00 to \$64.00 (\$74.00 for more expensive cities) to align with standard daily federal rates during business travel.

Section 8.00 Leave Time, Section 8.08 Public Service was approved by Council in July 2022. This amendment provides employees the latitude to volunteer their time during their regular scheduled shift to participate in Lampasas County events and festivals up to 40 hours annually.

Recommendation:

To consider a motion to approve the first reading of an Ordinance of the City Council of the City of Lampasas, Texas, amending Ordinance 1540 which adopted the 2017 City of Lampasas Personnel Policy Manual Section 2.00 Employee Responsibilities Section 2.04 Uniforms, Section 6.00 Work Schedule and Time Reporting, Section 6.11 Standby Duty, Section 8.00 Leave Time, Section 8.08 Public Service, Section 19.00 Travel/Expense Reimbursement, Section 19.04 Allowance for Meals; Repealing Conflicting Ordinances and/or City Policies; Including a severability clause; and establishing an effective date.



DATE: *December 12, 2022*

TO: *Finley deGraffenried, City Manager*

FROM: *Ryan Ward, Assistant City Manager* 

MEMO: *Request to Update Personnel Policies, City of Lampasas, Texas regarding Section 2.04 Uniforms, 6.11 Standby Duty and Section 19.04 Allowance for Meals*

Over the past year, there has been a great effort to improve employee benefits and incentives, by both Council, as well as management directives. Many of the requested policy modifications have come directly from staff survey responses, with the onset of inflationary impact of goods and services. Council may wish to revisit existing reimbursement policies and adjust those amounts.

Due to budgetary line-item impacts of proposed changes in several departments, Council may choose to wait until the fiscal year 2024 budget cycle.

This request is to update the Personnel Policy of the City of Lampasas, Texas, in the following sections noted below:

Section 2.04 Uniforms under Section 2.00 Employee Responsibilities

- a) *Existing Provision* – “In addition, the city provides for the reimbursement of up to two pairs of required footwear annually, up to a total of \$150 (One hundred fifty and no/100 dollars), for employees who are required to wear steel toe footwear with department head approval for the second pair, and the employee purchases his or her own footwear that meets the safety requirements.”
 - a. *Proposed Replacement Provision* – “In addition, the City provides for the reimbursement or instore charge at a vendor that is active in the City database, for one pair of required footwear annually, with a maximum allowance of \$200 (Two hundred and no/100 dollars) per pair, for employees who are required to wear ANSI (steel or composite toe) approved footwear. However, the department head has approval authority of a second pair of ANSI footwear for purchase within the same year, should there be safety or sanitary degradation of the footwear. ~~The employee purchases his or her own footwear that meets the safety requirements.~~”

b) *Existing Provision* – “Once every three years, the employee will be provided with one of the following: Coat, Coveralls or Bib Coveralls. A maximum of \$100 is allowed for the purchase of one (1) item of outerwear clothing every three (3) years.”

b. *Proposed Replacement Provision* – “Every other year, the employee will be provided with either a coat and bib coveralls or coveralls, if approved by the department head. A maximum of \$300 (Three hundred and no/100 dollars) is allowed for the departmental purchase or reimbursement of outerwear clothing and \$400 (Four hundred and no/100 dollars) if Fire Resistant (FR) outerwear is required. Should there be a need to replace any outerwear garment in a timeframe less than every other year, due to safety or sanitary conditions of the garment, then the department head shall approve the purchase.”

The intent of this change is to accommodate the current costs of outerwear (i.e. – FR jackets range from \$150 - \$280, FR bibs range from \$169 - \$350, non-FR jackets range from \$70 - \$150 and non-FR bibs range from \$120 - \$200).

Section 6.11 Standby Duty under Section 6.00 Work Schedule and Time Reporting

a) *Existing Provision* – “Employees on standby duty will receive compensation for an addition five (5) hours of work at their regular hourly rate of pay for each week on standby.”

a. *Proposed Replacement Provision* – “Employees on standby duty will receive compensation for an addition seven (7) hours of work at their regular hourly rate of pay for each week on standby.”

The reason for this change would be consistent with a seven-day work week, 24 hr standby duty pay; based on the need to have availability all seven days a week and compensating the employee for 1 hr each day.

Section 19.04 Allowance for meals under Section 19.00 Travel/Expense Reimbursement

a) *Existing Provision* –

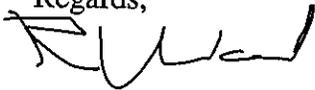
Meal	Allowance
Breakfast	\$10.00
Lunch	\$10.00
Dinner	\$20.00
Full Day	\$40.00

a. *Proposed Provision* -

Meal	Allowance
Breakfast	\$14.00
Lunch	\$20.00
Dinner	\$30.00
Full Day	\$64.00

Currently, the standard daily Federal Rates are set at \$64, with exceptions for more expensive cities set at \$74.

Regards,



Ryan Ward
Assistant City Manager
City of Lampasas



City Manager

ITEM NO. 7.5

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

Subject:

Discussion and possible action regarding Best Friends Animal Society providing grant funding to Lampasas Animal Shelter through a mentorship with the Williamson County Regional Animal Shelter.

Requested By: Police Chief Jody Cummings

Submitted By: Police Chief Jody Cummings

Date Submitted: December 13, 2022

For the Agenda of: January 9, 2023

Procurement and Funding Statement:

N/A

Attachments: Best Friends Animal Society Service Agreement with Fellow (Lampasas Animal Shelter)

Summary Statement:

Best Friends Animal Society (“Best Friends”) is a leading national animal welfare organization dedicated to ending the killing of dogs and cats in America's shelters. Best Friends has helped reduce the number of animals killed in shelters nationwide from 17 million per year to around 347,000. They are determined to get that number to zero by the year 2025 by working collaboratively with shelters, rescue groups, and other organizations throughout the country. Due to the No Kill 2025 vision, Best Friends has a vested interest in helping the Williamson County Regional Animal Shelter in mentoring the Lampasas Animal Shelter to increase its overall save rate and help them achieve no kill success in a sustainable way. Best Friends will provide grant funding to Lampasas Animal Shelter for the support of helping increase its overall save rate. Grant money will be used to offset the staffing/supply needs of Williamson County Regional Animal Shelter, as well as provide resources that can be used by the Lampasas Animal Shelter and/or third-party partners to support life-saving work. Funding checks will be provided to Lampasas Animal Shelter for this project but Williamson County Regional Animal Shelter is ultimately responsible for oversight and reporting on how the funds are spent.

Grants will be provided in three payments:

Payment #1 (January 2023) - \$34,400

Payment #2 (May 2023) - \$25,800

Payment #3 (September 2023) - \$25,800

Bonus - \$9,000 for a potential total of \$95,000.

Recommendation:

To consider a motion to approve Lampasas Animal Shelter entering into an agreement with Best Friends Animal Society to provide grant funding through a mentorship with the Williamson County Regional Animal Shelter and to allow the City Manager to execute any required documents.



Best Friends Animal Society Service Agreement with Fellow

Background

Best Friends Animal Society (“Best Friends”) is a leading national animal welfare organization dedicated to ending the killing of dogs and cats in America's shelters.

Best Friends has helped reduce the number of animals killed in shelters nationwide from 17 million per year to around 347,000. We are determined to get that number to zero by the year 2025 by working collaboratively with shelters, rescue groups, and other organizations throughout the country.

Due to the No Kill 2025 vision, Best Friends has a vested interest in helping Williamson County Regional Animal Shelter (“Peer Mentor”) in mentoring Lampasas Animal Shelter 17-4600156 (“Fellow”) to increase its overall save rate and help them achieve no kill success in a sustainable way. This Service Agreement (the “Agreement”) will govern the terms of the Grant (as defined below). Fellow and Best Friends shall be referred to herein individually as a “Party,” and collectively as the “Parties.” The Parties agree upon the following terms and conditions as of the date of the last signature below (the “Effective Date”).

AGREEMENT

Section 1. Project Description, Grant Amount, and Term

The project is generally described as the following and more specifically described throughout this Agreement (the “Project”). Best Friends will provide grant funding to Fellow for the support of helping increase its overall save rate. Grant money will be used to offset the staffing/supply needs of Peer Mentor, as well as provide resources that can be used by the Fellow and/or third party partners to support life-saving work. Peer Mentor will work directly with the Fellow to increase positive outcomes, and reduce shelter deaths, in a sustainable way. Funding checks will be provided to Fellow for this project but Peer Mentor is ultimately responsible for oversight and reporting on how the funds are spent.

Grants

Grants will be provided in three payments:

Payment #1 (January 2023): \$34,400
Payment #2 (May 2023): 25,800
Payment #3 (September 2023): \$25,800

Bonus: \$9,000

Payment #2 and #3 contingent on meeting goals set forth in the goals section of the document. All grants will be provided directly to Fellow for its work in helping increase lifesaving success and may be further distributed by Fellow to other parties at its discretion.

Bonus will be awarded once Fellow achieves 90% aggregate save rate over a 6-month period and will be divided evenly between Peer Mentor, Fellow, and any organizations Best Friends determines in its reasonable discretion has assisted in the work. Best Friends may decide to award additional bonus funding at its sole discretion. Bonuses will not be awarded more than three years from the start of the Project.

The term of this Agreement, unless terminated pursuant to the provisions below will be from the Effective Date through December 31st, 2023.

Fellow acknowledges that Best Friends and its representatives have made no actual or implied promise of funding except for the amount specified in this Agreement.

Section 2. Goals

Goals of the Project will be mutually agreed upon by the Parties, but could include the following in relation to the activities and programs of the Fellow:

- Increase adoptions
- Improve community relations and perception
- Build relationships with community partners to enhance reputation and life-saving efforts
- Increase traffic to the shelter through marketing & community engagement
- Remove barriers to adoption & improve customer service
- Increase transfer/rescue support
- Live outcomes for community cats through barn cat & return to field programs
- Increase marketing of lost pet and increase in Return to Owner
- Ensure proven SOPs are followed and updated as needed
- Development of a full volunteer and foster care program

Numeric Goals

These goals are an estimation of where the fellow shelter should be each quarter to stay on track to achieve 90% by the end of the 12-month fellowship. We will continue to evaluate these goals

throughout the fellowship and regardless of the shelter's data, the fellowship will continue as long as engagement between the mentor and fellow shelter does. Achieving these numeric goals is not a requirement to ensure continuation of funding.

Q1: January - March

- 67% Quarterly Save Rate
- 100 fewer animals killed compared to January-March 2022

Q2: April - June

- 77% Quarterly Save Rate.
- 265 fewer animals killed compared to January-June 2022

Q3: July – September

- 82% Quarterly Save Rate.
- 430 fewer animals killed compared to January-September 2022

Q4: October - December

- 88% Quarterly Save Rate.
- 660 fewer animals killed compared to the 2022 calendar year

Sustainability

Fellow shall work with Peer Mentor and Best Friends to draft a written sustainability plan for the mentorship before the conclusion of the Project.

Fellow acknowledges and agrees to work with Peer Mentor to develop the sustainability plan for the various Lifesaving Programs to ensure that Fellow will continue the programs as part of their operating procedures beyond the end date of mentorship.

Examples of sustainability plans might be, but are not limited to:

Creating a thorough transition and exit plan that encourages Fellow ownership of lifesaving programs beyond one-year term of Mentorship Project.

Assisting Fellow in creating a financial plan to continue to support lifesaving initiatives beyond one-year term of Mentorship Project.

Assisting Fellow in producing and implementing official standard operating procedures for each department involved in lifesaving initiatives to be reviewed and followed by all necessary staff.

Section 3. Participation Requirement

1. Fellow agrees to provide monthly data with intake and outcome reports broken down by species. Progress reports are due by the 15th of the month for the month prior and Fellow shelter data shall be entered into Shelter Animals Count or emailed directly to Best Friends staff.
2. Fellow is expected to attend all check in calls with the shelter collaborative team and Peer Mentor and keep in communication when calls need to be rescheduled. Fellow is allowed a maximum of 2 no call/no shows. Exceeding this may result in withheld funding or termination of the partnership.
3. Dictated by the scale of the gap, Fellow must be open to visits by Peer Mentor and Best Friends staff members.

Section 4. Benefits for Peer Mentor and Fellow

The following are some of the benefits associated with this Project.

Benefits for Peer Mentor

- Ability to build upon leadership position as a regional and national leader, not only in making Peer Mentor's community no kill, but growing no kill to other communities
- Increased marketing/brand opportunities to help in local fundraising
- Access to other Best Friends resources and expertise as needed to provide support through challenging issues.

Benefits for Fellow

- Expertise and support from Peer Mentor to increase lifesaving programs

- Improved community relations due to life-saving success
- Support from community partners to build sustainable life-saving success

Section 5. Project Branding Terms and Promotion

The Peer Mentor shall coordinate with Best Friends regarding the promotion of the project. All Parties may issue reports or statements to its members, the media and the public about the Project. This includes, but is not limited to websites, newsletters, press releases, magazine articles, blogs, and podcasts. The Peer Mentor shall use their best efforts to provide Best Friends with the opportunity to photograph, video, and audio record events related to the Project, consistent with its policies and procedures. Best Friends shall be permitted to use these photographs and video/audio recordings for publicity purposes subject to release. The Peer Mentor shall reasonably cooperate with Best Friends network staff, volunteer team leaders, and news or magazine writers in the production of such news content. The Peer Mentor agrees to cooperate with Best Friends and facilitate promotion of the Project through the Best Friends website, newsletters, electronic news distributions, press releases, and other media outlets. No Party may use each other's logos, trademarks, or other intellectual property without express permission.

Section 6. Termination

Termination by Fellow

Fellow may terminate this Agreement upon providing two-week written notice to Best Friends in the event of the following events of default:

- By its actions or statements, Best Friends materially harms Fellow as determined by Fellow in its reasonable judgment; or
- Best Friends files for bankruptcy, or sells, assigns or transfers the majority of its assets to another entity, or ceases to operate as an animal supply and services company.

Termination by Best Friends

Best Friends may terminate this Agreement upon providing two-weeks written notice to the Fellow in the event of the following events of default:

- The Fellow fails to carry out its obligations as set out within this Agreement, including, as within the reasonable judgment of Best Friends, failing to carry out the Project in the spirit in which it is entered and with the goal of saving as many animal lives as possible; or
- By its actions or statements, the Fellow materially harms the reputation of Best Friends, as determined by Best Friends in its reasonable judgment.
- Best Friends may immediately terminate this Agreement without penalty or any further obligation, including but not limited to any grant payments not yet made, upon written notice to the Fellow in the event that Best Friends determines that it lacks the financial

ability to continue to support the Project. In such event Best Friends shall be solely responsible for the implementation of any decision as it relates to Project staff by Best Friends.

- This Contract may be terminated upon 30 days written notice by Best Friends to the Fellow in the event that the Fellow does not work in good faith with professionalism to achieve the mutually agreed upon goals, including without limitation, the amendment of any ordinance or policy that hinders or prevents the Fellow from continuing to increase animal save rate and overall quality of care in a sustainable way.

Section 7. Photo, Video, Digital and Audio Release

The Fellow grants to Best Friends permission and rights to photograph, video, and audio record any of the Fellow's programs or events for the duration of the Project. The Fellow grants to Best Friends the right to indefinitely use such photographs, videos or digital images and voices. This release covers all photos, videos, and audio recordings made by Best Friends or its employees, contractors, or agents. The Fellow understands and agrees that these photographs, videos, or digital images and recordings may be used by Best Friends in its sole discretion including for identification purposes, to promote or report about Best Friends events, activities and mission; to raise donations, or for other purposes. This includes, but is not limited to, any royalties, proceeds, or other benefits derived from such images or recordings. This release remains in effect even after project is complete. The Fellow further agrees not to make any claim against Best Friends or its employees, contractors, or agents for the use of these photographs, videos or digital image or voice recordings. The Fellow understands this agreement releases and forever discharges Best Friends from any liability the Fellow or its successors or assigns, with respect to personal injury, property damage or other loss or damages that may result from the making and use of photographs, videos, digital image or voice recordings.

Section 8. Non-Disparagement

The Fellow agrees not to disparage Best Friends during the Project and for three years following the termination of this Agreement.

Section 9. Release

To the full extent permitted by law, the Fellow, their directors, officers, employees, representatives, agents, successors, and assigns, agree never to bring a claim or suit against Best Friends relating to the project and its receipt of service. The Fellow agrees Best Friends and its directors, officers, employees, representatives, agents, successors and assigns are not responsible for any of the decisions, plans, guidelines, work, or activities related to or arising from the project or participation in the network. The Fellow releases Best Friends and its directors, founders, employees, officers, agents, representatives, contractors, volunteers, successors and assigns from all liability arising from any work or activities related to the project or participation in the network

The Fellow understands this agreement discharges Best Friends and its directors, founders, employees, officers, agents, representatives, contractors, volunteers, successors and assigns from any liability to the Fellow with respect to bodily injury, personal injury, illness, death, property damage or other loss of any kind or nature whatsoever, direct or indirect, known or unknown, that may result as a result of the Fellow's work, participation and activities related to this project and the Best Friends network.

Section 10. Indemnity Agreement

To the full extent permitted by law, the Fellow and their directors, officers, agents, employees, representatives, successors and assigns, agree to indemnify and hold Best Friends harmless for all bodily injury, personal injury, illness, death, property damage or other losses of any kind or nature whatsoever, direct or indirect, known or unknown, including attorney's fees and costs of litigation that result to anyone else or any other entity because of actions or omissions related to the Project or this Agreement. This includes lone acts or omissions by the Fellow as well as the combined acts of the Fellow with others.

Section 11. Fellow's Representations and Warranties

Fellow represents and warrants as follows:

Fellow is a qualified 501(c)(3) entity or government organization

- A. Fellow acknowledges that its animal welfare activities may be governed by a variety of federal, state, and local laws. Fellow hereby warrants that it shall use its best efforts to comply with all applicable laws and shall not knowingly violate same;
- B. There are no claims, investigations or proceedings in progress, pending or threatened against Fellow which, if determined adversely, would have a material effect on the Fellow's ability to fulfill its obligations pursuant to this Agreement and there are no claims, investigations or proceedings in progress, pending or threatened against Fellow which involve animal neglect or abuse.
- C. The individual signing this Agreement on behalf of Fellow is legally competent to enter into this Agreement duly authorized to do so by the Fellow.

Section 12. Grant Restrictions

In addition to abiding by the requirement that the grant funds be used in furtherance of the Project, Fellow specifically agrees that no portion of the grant funds will be used for any of the following: (i) to lobby or otherwise attempt to influence legislation; (ii) to influence outcome of any specific public election or participate or intervene in any political campaign on behalf of any candidate for public office or conduct, directly or indirectly; (iii) to support or oppose any elected official or candidate for public office or on any particular issue.

Section 13. Survival of Terms

The intellectual property rights, including the rights to use photos, digital, audio and video materials, agreed to in this Agreement are perpetual. The releases and indemnity agreements are perpetual. The Non-Disparagement clause survives for three years following the termination of this Agreement.

Section 14. Proprietary Information

Fellow acknowledges and agree that the following constitute "Proprietary Information": Any secret or proprietary information relating directly to Best Friends business, including, but not limited to, the Best Friends network and donation process, services, members, donor and volunteer lists; business policies; employment records and policies; operational methods; marketing plans and strategies; business development plans; new personnel acquisition plans; technical processes; designs and design projects; inventions and research programs; trade know-how; trade secrets; specific software, algorithms, computer processing systems; object and source codes; user manuals; systems documentation; and other business and financial affairs of Best Friends. It is not anticipated that the Fellow will have access to Best Friends proprietary information as a result of this Agreement. Nonetheless, Fellow acknowledges and agrees that in the event the Fellow learns of or comes into possession of any Best Friends proprietary information, Fellow will notify Best Friends and return said information. Fellow agrees that they will not use, supply, or disclose any Proprietary Information it happens to learn of to any third party.

Section 15. Other

These contract terms bind the successors and assigns of the Fellow. Each term of this Agreement is material. The Fellow expressly agrees the releases and indemnity agreement are intended to be as broad and inclusive as permitted by law. Fellow agrees that in the event that any clause or provision of this Agreement shall be held to be invalid by any court of competent jurisdiction, the invalidity of such clause or provision shall not otherwise affect the remaining provisions of this Agreement. This is the entire Agreement between the Parties and supersedes any other verbal or written statements, representations, or promises.

This Agreement shall not be construed to constitute any form of partnership, agency or joint venture between Best Friends and Fellow. No Party is responsible in any way for the debts of the other or any other party, or any breach of any law, rule, regulation, complaint, grievance, custom, or guideline of the other. No Party has authority to bind the other to any contractual or other agreements and in no event shall any Party represent or hold itself out as acting on behalf of the other Party hereto.

This Agreement shall be governed by and interpreted in accordance with the laws of the State of Utah. Any disputes arising out of or related to this Agreement will be resolved in a Utah State Court of competent jurisdiction in Kane County, Utah.

[The remainder of this page is left intentionally blank. The signature page follows.]

By signing below, Fellow and Best Friends acknowledge and agree to the terms of this Agreement. If signing electronically, the Parties acknowledge that they have read this Agreement and indicate their intent to electronically sign and be bound by the terms and conditions therein. They agree that their electronic signatures are intended to authenticate this writing and to have the same force and effect as a manual signature for purposes of validity, enforceability, and admissibility.

Lampasas Animal Shelter

Printed Name of Authorized Representative: _____

Title: _____

Signature: _____

Date: _____

Best Friends Animal Society

Printed Name of Authorized representative: _____

Title: _____

Signature: _____

Date: _____

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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 regarding proposal for professional services between the City of Lampasas and Jones-Heroy & Associates for Spring Street Pump Station Conversion to Inline Booster Station to include design, bidding and construction phase in an amount not to exceed \$25,000.00.

Requested By: Ryan Ward, ACM

Submitted By: Ryan Ward, ACM

Date Submitted: January 5, 2023

For the Agenda of: January 9, 2023

Procurement and Funding Statement:

Earmarked from Fund 65- CO 2022 \$1,200,000.00

Attachments: Jones-Heroy & Associates Proposal

Summary Statement:

This scope of services is in accordance with recommendations contained in the November 2022 Preliminary Engineering Report titled "Upper Pressure Plan Water System Improvements."

The scope of services is outlined as two separate tasks:

Task A: Design Plans, Specifications and TCEQ Approval
Task B: Bidding and Construction Phase

The scope of services does not include:

- Fees associated with public notices and permitting.
- Easement or acquisition of property services.
- Construction materials testing and construction surveying services.

Recommendation:

To consider a motion to approve the proposal for professional services between the City of Lampasas and Jones-Heroy & Associates for Spring Street Pump Station Conversion to Inline Booster Station to include design, bidding and construction phase in an amount not to exceed \$25,000.00.



JONES - HEROY & ASSOCIATES, INC.

December 13, 2022

Mr. Ryan Ward
Assistant City Manager
City of Lampasas
312 East Third Street
Lampasas, Texas 76550

Re: **City of Lampasas**
Spring Street Pump Station Conversion to Inline Booster Station
Design, Bidding, and Construction Phase
Proposal for Professional Services

Dear Mr. Ward,

Jones – Heroy & Associates, Inc. (JHA) appreciates the opportunity to submit this proposal to the City of Lampasas (City) for professional engineering services. This scope of services includes the engineering design, bidding, and construction administration services necessary to replace the existing pumps and convert the existing Spring Street Pump Station to an inline booster station. The scope of services is in accordance with the recommendations contained in the November 2022 Preliminary Engineering Report titled “Upper Pressure Plane Water System Improvements.”

SCOPE OF SERVICES:

Task A: Design Plans, Specifications, and TCEQ Approval

1. Conduct a project kick-off meeting with City staff to review the deliverable expectations, project schedule, and discuss existing concerns.
2. Conduct a site visit to observe existing field conditions and collect other pertinent information which may be necessary to complete the project.
3. Coordinate with City staff, the City’s preferred SCADA integrator, and the City’s preferred equipment suppliers to develop the project specifications to include replacement of the existing pump equipment as well as implementation of the instrumentation and SCADA improvements necessary to operate the pump station as an inline booster station.

4. Prepare the necessary plans, specifications, and contract documents which will allow the City and/or Engineer to successfully obtain bids from Contractors and complete the construction phase in a timely manner.
5. Provide Quality Assurance/Quality Control (QA/QC) by coordinating a thorough review of project plans and specifications. The QA/QC will be conducted by a senior representative within JHA.
6. Prepare a submittal to the Texas Commission on Environmental Quality (TCEQ) to request approval of a rule exception to allow for an inline booster pump station. The submittal will include the plans and specifications as well as a hydraulic analysis describing the expected pump suction pressures and capacity improvements.

Task B: Bidding and Construction Phase

7. JHA will assist the City with direct solicitation of written bids from a list of agreed upon Contractors. JHA will submit a list of recommended Contractors to the City for review and approval prior to obtaining the bids.
8. Upon receipt of written bids for the project, JHA will prepare a written recommendation to the City for award of the construction contract(s) which will be based on price, qualifications, and availability to meet the schedule requirements of the project.
9. JHA will assist the City during the construction and testing phase, as needed, to ensure the project is completed successfully.

ADDITIONAL SERVICES

Additional Services are those that are not currently anticipated to be a part of the project outlined in this proposal, but which could become necessary or desired at some time during the project. JHA will perform Additional Services only as authorized by the City. If the City requests Additional Services, JHA will prepare a specific scope and budget for the services requested for review and approval prior to initiating the services. Applicable services which are specifically excluded from our scope of services include:

1. Fees associated with public notices and permitting. This may include, but may not be limited to, public notices associated with bidding the project as well as advertising and permitting fees associated with State and Federal compliance.
2. Easement or property acquisition services. It is anticipated that all work will be conducted within existing City owned property, easements, and public right-of-way.
3. Construction materials testing and construction surveying services. If deemed necessary, the construction materials testing and construction surveying requirements of the project will be provided by the Contractor and specified as part of the construction scope of work.

Mr. Ryan Ward
City of Lampasas
December 13, 2022
Page 3 of 4

COMPENSATION AND PAYMENT

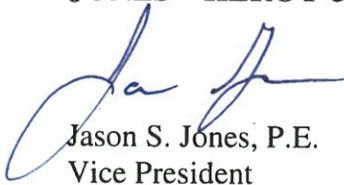
We propose to provide the services described above on a time and materials basis not to exceed \$25,000 without prior written authorization. Time and material services will be based on the hourly rates shown in **Exhibit A** attached. In addition, certain out-of-pocket expenses, including reproduction, deliveries, equipment rental, automobile mileage, and travel expenses would be billed at the engineer's direct cost.

We will invoice you monthly, and payment is due in our offices within thirty (30) days after the invoice date.

CLOSING

We appreciate the opportunity to present this proposal and look forward to working with you on this project. Provided this Scope of Services and compensation arrangement are acceptable to you, please sign in the space provided and return one copy to our office. Our proposal is valid for 120 days. If you have any questions or comments, please contact me.

Sincerely,
JONES - HEROY & ASSOCIATES, INC.



Jason S. Jones, P.E.
Vice President

**ACCEPTED ON BEHALF OF THE CITY OF
LAMPASAS**

By: _____ Date: _____

Title: _____

ATTACHMENT A

JONES - HEROY & ASSOCIATES, INC.

TYPICAL COMPENSATION FOR PROFESSIONAL SERVICES ON TIME AND MATERIALS AND ESTIMATED FEE BASIS

Professional services performed on a time and material basis and estimated fee basis will be based on each employee's hourly rate, which is based on level of experience and expertise. The current rates of various staff categories are as follows and are updated from time to time:

Staff Category	Hourly Rate
President	\$ 220.00 per hour
Vice President / Senior Project Manager	\$ 190.00 per hour
Project Manager / Project Engineer	\$ 175.00 per hour
Graduate Engineer	\$ 140.00 per hour
Technician	\$ 120.00 per hour
Administrative	\$ 105.00 per hour

Reimbursable expenses such as copies, delivery charges, and mileage will be billed at JHA's direct cost.

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City Manager

ITEM NO. 7.7

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

Subject:

Discussion and possible action to approve the first reading of an Ordinance regarding proposed amendments to the Lampasas Zoning Ordinance, Chapter III Zoning Districts, Height and Area Regulations; specific to Non-Single-Family Residential Districts; such as Multi-Family-2 (Apartments), Office, Retail, Light and Heavy Industrial.

Requested By: Becky Sims, City Secretary/Zoning Administrator

Submitted By: Becky Sims, City Secretary/Zoning Administrator

Date Submitted: January 4, 2023

For the Agenda of: January 9, 2023

Procurement and Funding Statement:

N/A

Attachments: Chart and Staff report

Summary Statement:

Staff has been collecting data and reviewing height restriction regulations among other municipalities, as well as seeking guidance from the American Planning Association. The attached draft falls in line with how other municipalities regulate lot size and setbacks in relation to height restrictions by district. This draft was presented to the Planning Commission at the September 1, 2022 meeting with no recommended changes and to City Council at the September 12, 2022. To date no recommendations have been made and Staff would like to move forward with the recommended amendments.

This was brought before the Planning Commission at the January 5, 2023 and they did recommend approval.

Recommendation:

To consider a motion to approve, deny or approve with modifications the first reading of an Ordinance regarding proposed amendments to the Lampasas Zoning Ordinance, Chapter III Zoning Districts, Height and Area Regulations; specific to Non-Single-Family Residential Districts; such as Multi-Family-2 (Apartments), Office, Retail, Light and Heavy Industrial as presented.

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