

**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, March 27, 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, March 27, 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 regarding Water and Electric Rate. *(pgs. 5-6)*
3. Discussion regarding staffing for pool season. *(pgs. 7-8)*
4. Discussion regarding any item on the regular agenda
5. Adjourn Workshop Session

REGULAR SESSION

ANNOUNCEMENTS

- A. Call to Order
- B. Invocation and Pledge of Allegiance
- C. Presentations and Proclamations
 - Service Recognition
 - Hunter Sanguinet- 5 years
 - Kelli Sanguinet- 20 years
 - Community Champion- Lampasas 36 Club

	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 the first reading of an Ordinance amending Chapter 54, Parks and Recreation, Lampasas Code of Ordinances	9-16
1.3	Public Hearing to receive citizen comments regarding the first reading of an Ordinance to re-adopt Chapter 50, Article II, Sec. 50:31-36 Curfew for Minors	17-22

2.0	MINUTES	PAGES
2.1	Discussion and possible action concerning the approval of minutes of the Regular Meeting held on March 13, 2023	23-32

3.0	CONSENT AGENDA	PAGES
3.1	Discussion and possible regarding the seconded reading of an Ordinance for a Specific Use Permit in an area zoned Retail "R" to allow for a Tire Shop at property described as Lot 7-8, Block 51, AH Barnes Addition; commonly known as 101 S. Key Avenue Lampasas, Texas, Lampasas County.	33-36

4.0	BOARDS/DEPARTMENT REPORTS	PAGES
4.1	<ol style="list-style-type: none"> 1. Municipal Court Monthly Report 2. City Secretary Monthly Report 3. Utility Billing and Collections Monthly Report 4. Public Works Monthly Report for Electric, Streets, Water/Wastewater 5. Police Department Monthly Report 6. Building Official Monthly Report 7. Economic Development Monthly Report 8. Fire Department Monthly Report 9. Parks and Recreation Monthly Report 10. Information Systems Monthly Report 11. Library Monthly Report 12. Golf Course Monthly Report 	37-58

5.0	ROUTINE MATTERS	PAGES
5.1	City Manager's Operational Report <ul style="list-style-type: none"> • Sales Tax • Airport Planning • EMS report • Skate Park • Audit • Park Board • Eclipse • LEDC • CIP • Staff 	59-64
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 award of bid for annual emulsion contract.	65-74
7.2	Discussion and possible action to approve a Resolution authorizing the submission of a Texas Community Development Block Grant application to the Texas Department of Agriculture for the Community Development Fund.	75-86
7.3	Discussion and possible action to approve a Resolution authorizing city representative to act in matters pertaining to the city's participation in the Texas Community Development Block Grant Downtown Revitalization Program	87-88
7.4	Discussion and possible action to approve a Resolution to declare an area of the designated Historic Downtown/Commercial District as a blighted area.	89-92
7.5	Discussion and possible action to approve a Resolution authorizing the submission of a Downtown Revitalization Program (DRP) application to the Texas Department of Agriculture.	93-96
7.6	Discussion and possible action to approve a Resolution authorizing the signatories for the 2023 Downtown Revitalization Program (DRP) application and future grants administered through Texas Department of Agriculture TDA Go grants online.	97-98
7.7	Discussion and possible action regarding use of HOT Funds for the 2023 Riata Rodeo & LTX BBQ Fest requested by the Lampasas Country Chamber of Commerce and Visitor Center.	99-106
7.8	Discussion and possible action regarding the first reading of an Ordinance amending Chapter 54, Parks and Recreation, Lampasas Code of Ordinances.	107-108
7.9	Discussion and possible action regarding the first reading of an Ordinance to re-adopt Chapter 50 Offenses, Article II. Curfew for Minors as required by State Law every three (3) years.	109-110
7.10	Discussion and possible action regarding Notice of May 6, 2023 Election	111-114

Adjourn into Executive Session

EXECUTIVE SESSION

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

8.0	EXECUTIVE SESSION ITEMS
8.1	Section 551.071 (1) (A) and 551.071(2), Consultation with Attorney by telephone and/or in person concerning matters upon which the attorney has a duty and/or responsibility to report to the governmental body; and/or other matters posted on the regular agenda.
8.2	Adjourn executive session and reconvene Regular Session

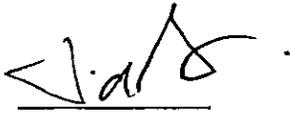
REGULAR SESSION

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

Adjourn

I, Becky Sims, City Secretary of the City of Lampasas, Texas, do hereby certify that this Notice of Meeting was posted on the bulletin board/front window of City Hall, 312 East Third Street, Lampasas, Texas, at a place readily accessible to the general public at all times, on the 24 day of March 2023 at 1:00pm

Becky Sims
Becky Sims, City Secretary


City Manager

ITEM NO. WORKSHOP-2

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

Subject:

Discussion regarding Water and Electric Utility Rates

Requested By: Finley deGraffenried, City Manager

Submitted By: Finley deGraffenried, City Manager

Date Submitted: March 22, 2023

For the Agenda of: March 27, 2023

Procurement and Funding Statement:

N/A

Attachments:

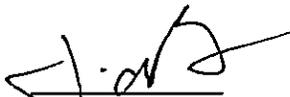
Summary Statement:

This item is placed on the Workshop agenda to allow discussion on impacts to wholesale costs of water and electricity. Staff will brief Council related to increased costs to Raw Water Reservations and Treatment, as well as, market and wholesale increase in electricity.

Recommendation:

Discussion and direction only

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City ManagerITEM NO. WORKSHOP-3

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

Subject:

Discussion regarding Seasonal Pool Staff

Requested By: Finley deGraffenried, City Manager

Submitted By: Finley deGraffenried, City Manager

Date Submitted: March 22, 2023

For the Agenda of: March 27, 2023

Procurement and Funding Statement:

N/A

Attachments:

Summary Statement:

As of today, the City has received two (2) applications for the pool and they are both for cashiers. While we do offer an incentive for those that return for another season, the City cannot compete with major local businesses. We have found that many retailers starting wages are significantly higher than what the City offers. Many high schoolers and/or young adults are looking for full-time positions rather than just seasonal. Staff is looking for Council direction and recommendations regarding increased pay and or incentives to fill positions for the season. Surrounding areas, such as Harker Heights with a much larger employee pool are experiencing the same staffing issues. For the City of Lampasas to operate both pools safely it requires a minimum of 28-32 employees; which includes management, lifeguards, maintenance personnel and cashiers.

Recommendation:

Discussion and direction only

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City ManagerITEM NO. 1.3

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

Subject:

Public Hearing to receive citizen comments regarding the first reading of an Ordinance amending Chapter 54, Parks and Recreation, Lampasas Code of Ordinances

Requested By: Becky Sims, City Secretary

Submitted By: Becky Sims, City Secretary

Date Submitted: March 22, 2023

For the Agenda of: March 27, 2023

Procurement and Funding Statement:**Attachments:**

Summary Statement:

Staff has reviewed Chapter 54, Parks and Recreation, Article III- Regulations, Division 2 Sulphur Creek and Division 3 Parks to update language that is inconsistent with practices, such as hours of operation, permitting and departmental responsibilities and to add Skate Park Rules. This item has been placed on the agenda to allow for citizen comments.

Recommendation:

Discussion only

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF LAMPASAS CODE OF ORDINANCES AMENDING CHAPTER 54, PARKS AND RECREATION, ARTICLE III-REGULATIONS, DIVISION 2. SULPHUR CREEK, DIVISION 3. PARKS, REPEALING ANY INCONSISTENT PROVISIONS; PROVIDING FOR SEVERABILITY CLAUSE; REPEALER CLAUSE AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Lampasas recognizes the need to amend the current ordinance to meet the changing dynamics of our community; and

WHEREAS, the City Council has determined a need to amend its Code of Ordinances, as shown herein below,

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

Part 1: That Chapter 54, Parks and Recreation, Article III-Regulation, Division 2 Sulphur Creek, Division 3 Parks of the Code of Ordinances, City of Lampasas, is hereby amended as follows:

DIVISION 2. - SULPHUR CREEK

Sec. 54-141. - Bathing, swimming, fishing or wading in portion from U.S. Highway 281 bridge ~~to water plant prohibited~~ through the entire length of the golf course ~~is prohibited~~; exceptions

(a) No change

(b) No Change

(1) No change

(2) No change

(3) No change

(4) ~~Remove-Persons having the consent of the community development director for the city to use and occupy such area.~~

Sec. 54-142. - Swimming or bathing in portion from Naruna Road Crossing to Chestnut Street footbridge; ~~exception.~~

It shall be unlawful for any person to swim or bathe in ~~that the~~ portion of Sulphur Creek extending from the Naruna Road Crossing to the Chestnut Street footbridge. ~~except by permit issued by the city, which permit shall be valid only for the place, date and time therein prescribed.~~

DIVISION 3. - PARKS

Sec. 54-166. - Operation of motor vehicles.-No Change

(a) *Definitions.* **No Change** The following words, terms, and phrases, when used in this section, shall have the meanings ascribed to them in this subsection, except where the context clearly indicates a different meaning:

Motor Vehicle- **No Change**

Public Park means all public parks in the city, whether owned by the city or only dedicated to the use of public as a public park.

(a) *Operation prohibited.* **No Change**

(b) *Erection of traffic control devices for enforcement* **No Change**

(c) *Applicability of section.* This [section 54-166](#), shall not apply to the operation of golf carts on the public golf course in the city. **No Change**

(d) *Penalties.* **No Change**

Sec. 54-167. - Hours of operation/temporary closures by the city.

(a) **No Change**

(1) Daily between the hours of 6:00 a.m. and 10:00 p.m. **No Change**

(1) **No Change**

(b)**No Change No Change**

(2) **No Change**

(3) **No Change**

(c)**No Change**

Sec. 54-168. - Group activities. No Change

Sec. 54-169. - Pedestrian traffic on Chestnut Street footbridge exempt from division. No Change

Sec. 54-170. - Regulations concerning use.

(a) **No Change**

(b) **No Change**

(1) **No Change**

(2) **No Change**

(3) No Change

(4) No Change

(5) No Change

(6) The playing of amplified music at an event ~~permitted or otherwise~~ occurring in the Hancock Park Pavilion **is prohibited**.

(a) City council may on a case-by-case basis approve ~~or deny~~ amplified music for events sponsored or supported by the City of Lampasas, non-profit groups, community groups, or fundraising events. However, in no circumstances shall amplified music be played between 10:00 p.m. and 12:00 noon.

Sec. 54-171. - Permit for possession or consumption of alcoholic beverages.

Required. No Change

The Hostess House (which for purposes of this Code is defined as the structure only, and specifically does not include any outdoor area) shall be ~~excluded~~ **included** in ~~from~~ this permit requirement, so that on-site consumption of alcoholic beverages, ~~provided by the customers to the restaurant, during the restaurant's hours of operation, which are hereby identified to be between 11:00 a.m. to 8:00 p.m., from Tuesday through Friday,~~ will **not** require a city permit, or security personnel, as required in subsection (f), below. ~~All functions occurring outside these stated hours of operations or to be held outside the structure will necessitate a city permit as per the Code, section 54-171, et seq. The sub-lessee shall also comply with all state permitting and service requirements.~~

No Change- No permit will be issued for alcoholic beverage consumption at Hanna Springs or Hancock Springs pools.

(b) *Application.* No Change

(c) *Location for making application.* Written application for municipal park facilities permits, as required by this section, shall be made **through the Park Administration Office located at the City Administration Building.** ~~office of the city secretary for the city.~~

(d) *Required Information:* No Change

(e) *Validity; Transferal:* No Change

(f) *Security Personnel:* No Change

(1) No Change

(g) *Suspension or confiscation.* No Change

(h) *Violation of section a misdemeanor* No Change

Sec. 54-172. - Children to be accompanied by adult at the swimming pool.

No child under the age of ~~eight years~~ **twelve (12)** years old shall be admitted to the swimming pool unless ~~he is~~ accompanied by a parent or other person who is 18 years of age or older.

Sec. 54-173. - Municipal park facility permits and conditions for rental of designated park facilities.

(a) **No Change**

(1) Use of all municipal park facilities, by permit or otherwise, shall be limited to the hours of ~~8:00 a.m.~~ 6:00 a.m. to 12:00 midnight.

(2) **No Change**

(3) **No Change**

(4) **No Change**

(5) **No Change**

(6) Use of municipal park facilities, for which the city has established a rental fee, shall be by nontransferable permit only. Upon property application and payment of fee, a municipal park facility use permit shall be issued by **Park Administration** ~~city secretary~~, except no permit shall be issued for use of the Hancock Park pavilion involving amplified music.

(7) Application for municipal park facility permit shall be made not less than 48 hours in advance of the proposed use of the park at the **Park Administration** office ~~of the city secretary~~ and no permit will be issued unless all of the information requested in the application is completed and the applicable fee has been paid, in full.

(8) **No Change**

(9) Immediately upon the issuance of a municipal park facility permit, a copy thereof shall be furnished to the city chief of police and a true copy shall be retained by the ~~city secretary~~ **Park Administration Department**.

(10) **No Change**

(11) **No Change**

(12) **No Change**

(13) **No Change**

(14) **No Change**

(15) **No Change**

(b) No Change

(1) No Change

(2) No Change

(3) No Change

ADD:

(c) Skate Park Rules

- Use this facility at your own risk-be responsible
- Usage is intended for skateboards and BMX freestyle bikes
- No graffiti or defacing property
- No alcohol or tobacco products
- Safety First- helmets and other protective gear are highly recommended
- Be respectful of others-No fighting or foul language
- Clean up after yourself- do not leave trash on or around the skate park
- No gum, food or drinks on the skate park surface
- All other City of Lampasas Park rules apply

Warning

Texas Law- (Chapter 75, Civil Practice and Remedies Code) limits the liability of a governmental unit for damages arising directly from hockey, inline hockey, skating, in-line skating, roller-skating, or soap box derby use on premises that the governmental unit owns, operates, or maintains for those purposes.

Part 2: Providing for Severability. If any section or part of this ordinance is held to be invalid or unconstitutional by a court of competent jurisdiction, that holding shall not invalidate or impair the validity, force or effect of any section or part of a section of this Charter.

Part 3: All ordinances and resolutions, or parts thereof, in conflict with this Ordinance are hereby repealed, and are no longer of any force and effect.

Part 4: If any provision of this Ordinance or application thereof to any person or circumstances shall be held invalid, such invalidity shall not affect the other provisions, or application thereof, of this Ordinance which can be given effect without the invalid provision or application, and to this end, the provisions of this Ordinance are hereby declared to be severable.

Part 5: This Ordinance shall take effect upon the date of final passage noted below, or when all applicable publication requirements, if any, are satisfied in accordance with the City's Charter, Code of Ordinances, and the laws of State of Texas.

READ AND APPROVED ON THE FIRST READING THIS ___DAY OF MARCH

READ AND ADOPTED ON THE SECOND READING THIS ___DAY OF APRIL

APPROVED:

ATTEST:

TJ Monroe, Mayor

Becky Sims, City Secretary

APPROVED AS TO FORM:

Jo-Christy Brown, City Attorney

[Signature of Attorney Provided on Separate Page to be Attached]

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ITEM NO. 1.3

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

Subject:

Public Hearing to receive citizen comments regarding the first reading of an Ordinance to re-adopt Chapter 50, Article II, Sec. 50:31-36 Curfew for Minors

Requested By: Jody Cummings, Police Chief

Submitted by: Jody Cummings, Police Chief

Date Submitted: March 23, 2023

For the agenda of: March 27, 2023

Procurement and Funding Statement:

N/A

Summary Statement:

Texas Local Government Code Sec. 370.002. Review of juvenile curfew order or ordinance. (a) Before the third anniversary of the date of adoption of a juvenile curfew ordinance by a general-law municipality or a home-rule municipality or an order of a county commissioners court, and every third year thereafter, the governing body of the general-law municipality or home-rule municipality or the commissioners court of the county shall: (1) review the ordinance or order's effects on the community and on problems the ordinance or order was intended to remedy; (2) conduct public hearings on the need to continue the ordinance or order; and (3) abolish, continue, or modify the ordinance or order. (b) Failure to act in accordance with Subsections (a)(1)-(3) shall cause the ordinance or order to expire.

Recommendation:

Discussion Only:
2020 violations – 23 warnings / 15 arrests
2021 violations – 20 warnings / 3 arrests
2022 violations – 7 warnings 1 arrest

Note: This Ordinance is the same that is in the Code of Ordinances currently – there are no changes- the Ordinance must be re-adopted every three years by State Law.

ORDINANCE NO. 1619

AN ORDINANCE AMENDING CHAPTER 50, OFFENSES, ARTICLE II “CURFEW FOR MINORS” OF THE CODE OF ORDINANCES OF THE CITY OF LAMPASAS, TEXAS, RELATING TO THE CURFEW FOR MINORS; REPEALING ANY INCONSISTENT PROVISIONS; PROVIDING A SAVINGS AND A REPEAL CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Lampasas, Texas is a Home Rule municipality incorporated and operating under the Laws of the State of Texas;

WHEREAS, the City of Lampasas finds that it is in the best interest of its citizens to review the existing City ordinance regarding the curfew for minors;

WHEREAS, after conducting public hearings on the need to continue the ordinance, the City of Lampasas has determined that the curfew has been effective in remedying issues it was intended to remedy; and

WHEREAS, the City of Lampasas has determined that it is in the best interest of the health, safety and welfare of its citizens to continue the existing City ordinance regarding the curfew for minors, with some amendments therein.

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

Part 1: That Chapter 50, Article II “CURFEW FOR MINORS” of the Code of Ordinances of the City of Lampasas, Texas is hereby amended to read as follows:

ARTICLE II. CURFEW FOR MINORS

Sec. 50-31. Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Curfew hours means:

- (1) 11:00 p.m. on any Sunday, Monday, Tuesday, Wednesday or Thursday, until 6:00 a.m. the following day; and

(2) 12:01 a.m. until 6:00 a.m. on any Saturday or Sunday.

Emergency means an unforeseen combination of circumstances or the resulting state that calls for immediate action. The term includes, but is not limited to, a fire, a natural disaster and automobile accident, or any situation requiring immediate action to prevent serious bodily injury or loss of life.

Establishment means any privately owned place of business operated for profit to which the public is invited including, but not limited to, any place of amusement or entertainment.

Guardian means:

(1) A person who, under court order, has the care, custody and control of a minor; or

(2) A public or private agency with whom a minor has been placed by a court.

Minor means any person under 17 years of age.

Operator means any individual, firm, association, partnership or corporation, operating, managing or conducting any establishment. The term includes the members or partners or an association or partnership and the officers of a corporation.

Parent means a person who is:

(1) A natural parent, adoptive parent, or stepparent of another person; or

(2) At least 18 years of age and authorized by a parent or guardian in writing to have the care and custody of a minor.

Public place means any place to which the public or a substantial group of the public has access and includes, but is not limited to, streets, highways and the common areas of schools, hospitals, apartment houses, office buildings, transport facilities and shops.

Remain means to:

(1) Linger or stay; or

(2) Fail to leave premises when requested to do so by a police officer or the owner, operator or other person in control of the premises.

Serious bodily injury means bodily injury that creates a substantial risk of death or that causes death, serious permanent disfigurement or protracted loss or impairment of the function of any bodily member or organ.

Sec. 50-32. Enforcement of article.

(a) Before taking any enforcement action under this article, a police officer shall ask the apparent offender's age and reason for being in the public place.

(b) The officer shall not issue a citation or make an arrest under this article unless the officer reasonably believes that an offense has occurred and that, based on any response and other circumstances, no defense in section 50-35 is present.

(c) Upon finding a minor in violation of this article, a police officer will:

- (1) Ascertain the name and address of the minor;
- (2) Have the authority to issue a citation to the minor; and
- (3) Order the minor to go promptly home by a direct route.

(d) A peace officer, upon finding a minor in violation of this article, may take the minor into custody and deliver the minor to a juvenile processing office if reasonable grounds exist to believe the minor has engaged in delinquent conduct or conduct indicating a need for supervision as described in V.T.C.A., Family Code, § 51.03.

(e) The parents of a minor may be cited for violation of this article upon the minor receiving a second citation for violation of this article.

Sec. 50-33. Penalty for violation of article.

(a) A person who violates a provision of this article is guilty of a separate offense for each day or part of a day during which the violation is committed, continued or permitted. Each offense, upon conviction, is punishable by a fine not to exceed \$500.00.

(b) When required by V.T.C.A., Family Code § 51.08, as amended, the municipal court shall waive original jurisdiction over a minor who commits an offense under this article.

Sec. 50-34. Offenses.

(a) A minor commits an offense if he remains in any public place or on the premises of any establishment within the city's jurisdiction during curfew hours.

(b) A parent or guardian of a minor commits an offense if he knowingly permits, or by insufficient control allows, a minor to remain in any public place or on the premises of any establishment within the city during curfew hours. A parent is presumed to knowingly allow or permit the minor to be in violation of this article if the minor has two previous convictions for violations of this article. For the purpose of this section a deferred adjudication is a conviction.

(c) The owner, operator or employee of an establishment commits an offense if he knowingly allows a minor to remain upon the premises of the establishment during curfew hours.

Sec. 50-35. Defenses.

(a) It is a defense to prosecution under section 50-34(a) that the minor was:

- (1) Accompanied by the minor's parent or guardian;
- (2) On a lawful errand at the direction of the minor's parent or guardian, without any detour or stop;
- (3) In a motor vehicle involved in interstate travel;
- (4) Engaged in an employment activity, or going to or returning home from an employment activity, without any detour or stop;
- (5) Involved in an emergency;
- (6) On the sidewalk abutting the minor's residence or abutting the residence of a next-door neighbor if the neighbor did not complain to the police department about the minor's presence;
- (7) Attending an official school, religious or other activity supervised by adults and sponsored by a governmental entity, a church, a civic organization or similar entity that takes responsibility for the minor, or going to or returning home from, without any detour or stop, an official school, religious or other activity supervised by adults and sponsored by a governmental entity, a church, a civic organization or another similar entity that takes responsibility for the minor;
- (8) Exercising First Amendment rights protected by the United States Constitution, such as the free exercise of religion, freedom of speech and the right of assembly; or
- (9) Married or had been married or had disabilities of minority removed in accordance with V.T.C.A., Family Code chapter 31.

(b) It is a defense to prosecution under section 50-34(c) that the owner, operator or employee of an establishment promptly notified the police department that a minor was present on the premises of the establishment during curfew hours and refused to leave.

Sec. 50-36. Expiration.

It is the intent of the city council to review, conduct public hearings, and readopt this article every three years as prescribed by Chapter 370 of the Texas Local Government Code.

Part 2: This ordinance shall be and is hereby declared to be cumulative of all other ordinances of the City of Lampasas, and this ordinance shall not operate to repeal or affect any of such other ordinances, except insofar as the provisions thereof might be inconsistent or in conflict with the provisions of this ordinance, in which event such conflicting provisions, if any in such other ordinance or ordinances are hereby superseded.

Part 3: If any provision of this ordinance or application thereof to any person or circumstance, shall be held invalid, such invalidity shall not affect the other provisions, or application thereof, of this ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this ordinance are hereby declared to be severable.

Part 4: The Mayor is hereby authorized to sign this ordinance and the City Secretary to attest. This ordinance shall become effective and be in full force and effect in accordance with the provisions of the Charter of the City of Lampasas.

PASSED AND APPROVED on First Reading, on this 23rd Day of March 2020.

PASSED AND ADOPTED on Second Reading on this 13th Day of April 2020.

APPROVED:

ATTEST:

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]

**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, March 13, 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)

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:

Zach Morris
Chuck Williamson
Herb Pearce
Davis Keele

Council Members Absent

Cathy Kuehne

City Staff Present:

Finley deGraffenried, City Manager
Becky Sims, City Secretary
Monica Wright, IT Director
Ryan Ward, ACM
Jody Cummings, Police Chief
Stacey Ybarra, EDC Director
Vicki Tower, Parks Secretary
Yvonne Moreno, Finance Director

WORKSHOP SESSION

1. Call to order Workshop Session

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

2. Discussion regarding Hostess House Bid Analysis.

Finley deGraffenried, City Manager advised this is a follow-up to the February 27, 2023 Council Meeting, where Council rejected the contractor bids for the Hostess House rehabilitation project. Staff and consultant reviewed base bids with alternates and facilitated meetings with contractors to determine next steps. As the project continues to move forward, the project scope should focus primarily on accessibility, code compliance, patron needs. By consensus, Council agreed to a special called meeting on Wednesday, March 22, 2023 to review the project scope and alternates with Reliance Architects.

3. Discussion regarding Comprehensive Plan Implementation.

➤ **Action 1.3.4 Code Enforcement**

- *Strengthen enforcement and incentives throughout the City to maintain the quality of neighborhood character and renovate older structures in disrepair*

- *Council feels this is a priority.*
- *Staff will prepare a list of substandard properties, identifying efforts made and present to Council at January 2023 meeting.*
- *Staff provided Council a residential inventory list in January 2023 of approximately 40 homes that appeared to be unsafe due to substandard conditions or hazardous due to fire.*
- *In February 2023, Staff sent certified letters to property owners of those structures affected by fires to obtain a timeline for demolition due to unsafe conditions.*
- *Since that time, Staff has made contact with the seven (7) property owners.*

➤ **Action 4.4.3 Investment in Existing Properties**

- *Expand options for event space by investing in renovation of existing properties such as the Hostess House as well as the long-range demand for a new conference center*
 - *3 of the 5 action steps have been completed*
 - *Award of construction bid for Hostess House will be considered later this year*
 - *February 2023 bids were rejected due to the estimated costs coming in higher than projected. Staff is currently working with Reliance Architect to analyze bid submittals to determine next steps.*
 - *Assessment of future needs is identified as a mid-term action step. (next 3-10 years)*
 - *Council would like Staff to continue efforts in investing in existing properties*

➤ **Action 5.3.2 Trails and Greenbelt**

- *Connect the City's network of natural springs through a citywide greenbelt*
 - *Conceptual mapping investigated for walking trail*
 - *Stakeholders walked the potential route*
 - *Wayfinding initiated*
 - *Staff has met with Studio 16:19 three times since engaging their services in December 2022.*
 - *Contractor has provided proposed locations for signage, and will work with TxDOT to permit placements.*
 - *Staff provided firm the TxDOT link for 281 Improvements to assist with sign placement.*
 - *Standing bi-monthly meetings are scheduled*
- *Council supports Staff in moving forward with project.*
 - *Explore all avenues for pedestrian travel*
 - *Creek bed clean-up*
 - *Verify property owners*
 - *Grant opportunities*
- *February 2023-Applied for TxDOT accessibility project grant to add more connectivity and mobility in the community to assist with pedestrian and bicycle facilities.*

➤ **Action 1.1.4 Retail and Hospitality**

- *Encourage the development of new retail and entertainment uses that provide residents the services they need without having to leave the City limits.*
- *Council feels this is a priority, keep momentum going and to increase efforts once LEDC Staff is onboard.*
- *Began her role as the New EDC Director in January 2023*
 - *Ongoing meet & greet with business owners*
 - *Attending the Chamber Networking Meetings every Wednesday*
 - *Gathering and updating the list of available business sites.*
 - *Providing information about the Life Safety Grant to businesses that qualify*
 - *Exploring additional grant program opportunities that may benefit existing businesses*
 - *Meeting and working with Workforce Solutions, CTE, and LCHEC*
 - *Attended the High School Job fair and organizing the community job fair in June*

- *Reviewing funding opportunities with Staff and Langford Community Management, the City's grant writer*
 - *Applying for the CDBG Downtown Revitalization Grant for street, drainage, and accessibility repairs on Third Street.*
- **Action 4.2.2 Business Expansion, High Paying Jobs**
 - *Encourage the expansion of existing businesses offering higher paying, high skill jobs.*
 - *Opportunities within Phase 1, Business Park Improvements*
 - *LEDC will play primary role in meeting objective*
 - *Continue to recruit vital, sustainable businesses that will employ people at competitive wages.*
 - *Updating data on the LEDC website*
 - *Updating the business park maps to reflect the anticipated zoning and revised parcels*
 - *Creating a new interactive EDC map with 3cGeo that is more user friendly and better highlights the available sites in town*
 - *Creating a Business Park Flyer to send out to commercial real estate agents, the Texas Economic Development Office, and regional EDC corporations*
 - *Connecting with the Texas Economic Development Corporation, Killeen Economic Development Corporation, and Williamson County Economic Development Corporation to strengthen relationships and identify future leads*
- **Action 6.2.2 Continue to Support LCHEC**
 - *Continue to support and expand the mission of LCHEC in order to provide additional academic, vocational and certificate training to increase the range of skills Lampasas residents can offer potential employers.*
 - *City provides and will continue to provide annual support and partner with LCHEC for annual Job Fair and other initiatives.*
 - *Job Fair is scheduled for June 2023*
- **Action 2.3.1 Pressure Plane**
 - *Improve service and prepare for growth by investing in improvements to the City's water pressure planes.*
 - *Study has been completed*
 - *Evolved into long range master plan*
 - *Study includes inventory of land in City's CCN for future growth*
 - *Staff has requested engineering proposal for Phase 1 improvements for Spring Street Pump station*
 - *Received and approved by Staff*
 - *Council would like Staff to stay on current path, continue improvement efforts.*
- **Action 2.3.2 WWW Master Plans**
 - *Develop a comprehensive water/wastewater master plan to help identify long-term water and wastewater infrastructure needs.*
 - *Water Master Plan is achieved by analysis and action steps related to the Upper Pressure Plane Study*

- *Progress identified in 2.3.1*
 - *Wastewater Master Plan will need supplementation from Pre-Treatment Study; however, improvements for long term capacity are also included.*
 - *Council would like validation of next steps for the Interceptor Study*
 - *Possible Data Collection and Validation from Third Party*
 - *More education on Interceptor model provided by Consulting Engineers.*
- **Action 6.1.5 Parks Master Plan**
 - *Update the Lampasas Parks, Recreation and Open Space Master Plan by 2022*
 - *Staff has been looking at other municipalities Park Master Plans to research best practices and available resources.*
 - *Procurement of Park Planning Professionals for facilitation and publication of plan.*
 - *Council priority to identify needs*
 - *Operational Plan*
 - *Additional Park Needs*
 - *City maintained*
 - *Additional staff*
 - *Additional resources*
 - *More Recreational Opportunities*
 - *Pickle Ball*
 - *Disc Golf*
 - *Site has been identified at 580 Sports Complex*
 - *Exercise Equipment*
 - *Equipment has been received, still working on exact site at 580 Sports Complex to include lighting needs*
 - *Hike/Bike Trail- Currently working with local mountain bike association to consider improvements to trails at 580 Sports Complex*
- **Action 1.1.6 Project Cohesion and Implementation On-Going**
 - *Provide for orderly growth by Integrating the City's CIP and Utility Master Plans.*
 - *Council feels this is a priority. Several steps toward the goal have been accomplished this past year, as these two items become more integral.*
 - *Street Projects that have been identified using the new PASER Rating system are continually vetted with our Water/Wastewater Department to ensure underground upgrades are completed or improved before project construction begins.*
 - *The Upper Pressure Plane Study lends itself to this process, as we align all CIP projects with future needs for expansion of water service.*
 - *Focus has also been placed on electrical infrastructure to ensure future supply and demand can be capitalized through redundancy in the system, using planning methodology for looping feeder projects, with the Business Park being one.*
- **Action 2.2.1 Improve the Condition of Local Streets On-Going**
 - *Continue to develop a phased program of street repairs and improvements that incorporates public input and aligns with the CIP.*

- *The PASER Rating System was re-established in 2022 and was revisited in January of 2023 for updates and reevaluation.*
- *The Council session on February 27, 2023, the preliminary Street Improvement Forecast for the next 3 years was presented and will continually be reevaluated, yearly going forward.*

➤ **Action 2.2.2 Improve the Condition of Sidewalks Mid-Term (3-10 years)**

- *Assess the location of City sidewalks and determine where opportunities exist to expand the pedestrian network.*
 - *Staff collected pedestrian network GPS data in the Spring of 2022, to enhance future grant opportunities for pedestrian improvements.*
 - *Currently the City is working through the Transportation Accessibility (TA) Grant with TXDOT, to improve pedestrian mobility and connectivity on Western Street and North Street, by proposing sidewalks and bike lanes.*

➤ **Action 2.3.4 Evaluate Impact Fees -On-Going**

- Periodically evaluate and modify necessary utility rates and impact fees to ensure economically sustainable continuation of operations.
 - **The Electric Department evaluated security lighting rates for installation and maintenance, allowing Council approval to increase the rate in 2022, incorporating materials, labor and incidentals needed.**

➤ **Action 2.3.5 Evaluate Public Works Staffing Needs Mid-Term (3-10 years)**

- Evaluate the need to increase the number of staff in the Public Works Department.
 - **The Water/Wastewater Department has evaluated staffing needs and identified possible positions required to improve the level of service.**
 - **1 - Lab Tech**
 - **1 - Plant Operator**
 - **3 - Construction Tech**

➤ **Action 2.4.3 Develop Drainage Master Plan Mid-Term (3-10 years)**

- Develop a comprehensive Drainage Master Plan for Lampasas.
 - **The first step has been made in this effort. While there is not an all-inclusive plan identified, the Fairview Drainage Study contracted to Jones-Heroy Engineers is underway.**
 - **Council has also approved a first phase inflow and infiltration study as it relates to monitoring storm drainage impacts to the City sewer interceptors. This project can potentially identify storm drain infrastructure needs as well as sewer impacts.**
 - **Cemetery Creek Drainage area has been identified as a need for future study and improvements.**

4. 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 5:58 p.m, the motion was seconded by Council member Pearce and with a unanimous vote, the motion carried. (Kuehne Absent)

REGULAR SESSION

ANNOUNCEMENTS

- **Call to Order**

Mayor Monroe called the Regular Session to order at 6:00 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**

Mayor Monroe designated April as Fair Housing Month by Proclamation

	PUBLIC HEARINGS/CITIZEN COMMENT
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1.1	Citizen comments – Any citizen who desires to address the City Council on a matter not included on the Agenda may do so at this time. The City Council may not deliberate on items presented under this Agenda Item.
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There were no citizen comments

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

2.0	MINUTES
2.1	Discussion and possible action concerning the approval of minutes of the Regular Meeting held on held on February 27, 2023.

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

3.0	CONSENT AGENDA
3.1	Discussion and possible action regarding the second reading of an Ordinance to add Swimming Pool Adult Lap Fees to City of Lampasas Code of Ordinances Fee Schedule (Appendix A)
3.2	Discussion and possible action regarding purchases and charges in excess of \$4,000 from February 1, 2023- February 28, 2023
3.3	Discussion and possible action regarding January 2023 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. (Kuehne 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:

- Disc Golf Staff and volunteers have been working on coordination and layout of a Disc Golf Course proposed at the 580 Sports Complex. The project will be reviewed by the Parks Board on March 16th and then be referred to City Council for consideration. It is staff’s understanding all equipment and installation will be done by volunteer stakeholders, and that maintenance should be minimal. Ryan will also coordinate installation of the course with hike and bike path stakeholders to avoid conflicts.
- Pool Season Vicki Tower and Chris Eicher report poor interest in part time Pool positions this Summer. To date the City has received one application for cashier. Vicki did report some interest at the recent High School Job Fair, however; it has not resulted in any new applicants. The City will continue to advertise for employees and reach out to former lifeguards for interest.
- Eclipse Although Chief Smith provides Council regular, detailed briefings, staff takes the opportunity to report on the recent staff and stakeholder meeting of March 9. The meeting included updates and responses of other Central Texas communities. Discussion also included possible closures of certain City facilities based on the ability to control, maintain and staff identified areas. Public Safety and Utility response continues to be the primary concern of the City, however; Chief Smith reports that parallel meetings will begin to focus on business communication and outreach. Melissa Unger, Chamber Executive, and Stacey Ybarra will lead this effort. A Town Hall meeting has been scheduled for April 5, 2023 at 5:30 p.m. at the Old Middle School to present details of the event and the City’s response. Monica and Stacey will be working to include FAQ’s and other related information on the event website, www.lampasaseclipse2024.com
- Skate Park As reported, construction is now complete for the Skate Park. The City is still withholding retainage pending removal of the construction connex and results of the final concrete strength test. Ryan and Chris report that staff will coordinate a ribbon cutting in the next few weeks with Wings of Eagles and other stakeholders. Staff anticipates the park will be open prior to the ribbon cutting after materials and the fence is removed.
- Sewer Averaging Felicia reports that utility billing in March will include updated sewer rates for the next year. As a reminder to Council, sewer rates are based on the 3 month averaging of water use during the Winter, over December, January and February. Felicia also reports that due to cold snaps in December and February, the City did make some adjustments to compensate averaging in the event of water pipe ruptures.
- Microphones Monica reports that Azbell Electronics will install ceiling microphones on March 16th in Council Chambers. The installation has been discussed, and budgeted, to allow for more complete meeting recordings of public comments, and to provide clearer sound to Council members. Staff will also post signage to inform meeting attendees that their comments may be recorded, even if unintended.
- CPF Stacey reports that staff continue to identify and refine potential projects for federal funding through the Community Project Funding (“CPF”) program. Applications are initially vetted by District 11 Congressional Staff in Representative Pfluger’s D.C. Office.

Congressional Staff emphasized that projects must have a federal nexus, and encouraged submissions related to roads, law enforcement, and wastewater treatment.

5.2	MAYOR'S COMMENTS
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6.0	UNFINISHED BUSINESS
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There was no unfinished business.

7.0	NEW BUSINESS
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7.1	Discussion and possible action to consider a request for a Specific Use Permit in an area zoned Retail "R" to allow for a Tire Shop at property described as Lot 7-8, Block 51, AH Barnes Addition; commonly known as 101 S. Key Avenue Lampasas, Texas, Lampasas County.
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Council member Keele moved to approve the first reading of an Ordinance for a Specific Use Permit in an area zoned Retail "R" to allow for a Tire Shop at property described as Lot 7-8, Block 51, AH Barnes Addition; commonly known as 101 S. Key Avenue Lampasas, Texas, Lampasas County, the motion was seconded by Council member Pearce and with a unanimous vote, the motion carried. (Kuehne absent)

7.2	Discussion and possible action regarding the approval of TxDOT Resolution covering blanket coverage of various projects, including covering the installation, construction, existence, use, operation and maintenance of certain highway lighting in the City of Lampasas.
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Council member Morris moved to approve the TxDOT Resolution covering blanket coverage of various projects, including covering the installation, construction, existence, use, operation and maintenance of certain highway lighting in the City of Lampasas, the motion was seconded by Mayor Pro Tem Williamson and with a unanimous vote, the motion carried. (Kuehne absent)

7.3	Discussion and possible action regarding an Agreement for Construction, Maintenance, and Operation of Continuous Highway Lighting System between the State of Texas through TxDOT and the City of Lampasas.
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Council member Keele moved to approve the Agreement for Construction, Maintenance, and Operation of Continuous Highway Lighting System between the State of Texas through TxDOT and the City of Lampasas, the motion was seconded by Mayor Pro Tem Williamson and with a unanimous vote, the motion carried. (Kuehne absent)

7.4	Discussion and possible action to consider award of administrative services contract for the preparation of the City's 2023-2024 Texas Community Block Grant (TxCDBG) CD application and subsequent administrative services contract, if funded to Langford Community Management Services.
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Council member Keele moved to award administrative services contract for the preparation of the City's 2023-2024 Texas Community Block Grant (TxCDBG) CD application and subsequent administrative services contract, if funded to Langford Community Management Services, the motion was seconded by Council member Morris and with a unanimous vote, the motion carried. (Kuehne absent)

7.5	Discussion and possible action to consider award of engineering services for the City's 2023-2024 Texas Community Block Grant (TxCDBG) CD application to Eckermann Engineering.
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Council member Keele moved to award of engineering services for the City's 2023-2024 Texas Community Block Grant (TxCDBG) CD application to Eckermann Engineering, the motion was seconded by Council member Morris and with a unanimous vote, the motion carried. (Kuehne absent)

7.6	Discussion and possible action to consider award of administrative services contract for the preparation of the City's 2023-2024 Downtown Revitalization Program Grant application and subsequent administrative services contract, if funded to Langford Community Management Services.
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Council member Keele moved to award of administrative services contract for the preparation of the City's 2023-2024 Downtown Revitalization Program Grant application and subsequent administrative services contract, if funded to Langford Community Management Services, the motion was seconded by Council member Morris and with a unanimous vote, the motion carried. (Kuehne absent)

7.7	Discussion and possible action to consider award of engineering services for the City's 2023-2024 Downtown Revitalization Program Grant application to Eckermann Engineering
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Council member Keele moved to award of engineering services for the City's 2023-2024 Downtown Revitalization Program Grant application to Eckermann Engineering, the motion was seconded by Council member Pearce and with a unanimous vote, the motion carried. (Kuehne absent)

7.8	Discussion and possible action to approve an amended TxDOT Resolution for the replacement or rehabilitation of the structurally deficient Third Street Bridge as part of the Highway Bridge Replacement and Rehabilitation Programs (HBRRP) that has been approved for 100% federal and state funding through the Infrastructure Investment and Jobs ACT, whereas the local match fun participation has been waived.
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Council member Morris moved to approve an amended TxDOT Resolution for the replacement or rehabilitation of the structurally deficient Third Street Bridge as part of the Highway Bridge Replacement and Rehabilitation Programs (HBRRP) that has been approved for 100% federal and state funding through the Infrastructure Investment and Jobs ACT, whereas the local match fun participation has been waived, the motion was seconded by Council member Keele and with a unanimous vote, the motion carried (Kuehne absent)

7.9	Discussion and selection of website photo contest winner.
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Mayor Pro Tem Williamson moved to approve photo #1, the motion was seconded by Council member Keele and with a unanimous vote, the motion carried. (Kuehne absent)

7.10	Discussion and possible action regarding 2023 Consumer Price Index (CPI), adjustment to Municipal Telecommunications Right-of-Way access line rates.
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Council member Keele moved to not raise Right-of-Way access line rates, the motion was seconded by Council member Pearce and with a unanimous vote, the motion carried. (Kuehne absent)

Adjourn into Executive Session

Council member Morris moved to adjourn into Executive Session at 6:30 p.m., the motion was seconded by Council member Keele and with a unanimous vote, the motion carried. (Kuehne absent)

EXECUTIVE SESSION

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

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

Council reconvened into regular session at 7:18 p.m.

REGULAR SESSION

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

There was no action taken

Adjourn- *Council member Morris moved to adjourn the meeting at 7:19 p.m., the motion was seconded by Council member Keele and with a unanimous vote the motion carried. (Kuehne absent)*

PASSED AND APPROVED this _____ day of _____, 2023.

TJ Monroe, Mayor

ATTEST

Becky Sims, City Secretary


City Manager

ITEM NO. 3.1

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

Subject:

Discussion and possible action to approve the second reading of an Ordinance for a Specific Use Permit in an area zoned Retail "R" to allow for a Tire Shop at property described as Lot 7-8, Block 51, AH Barnes Addition; commonly known as 101 S. Key Avenue Lampasas, Texas, Lampasas County.

Requested By: Becky Sims, City Secretary/Zoning Administrator

Submitted By: Becky Sims, City Secretary/Zoning Administrator

Date Submitted: March 8, 2023

For the Agenda of: March 27, 2023

Procurement and Funding Statement:

N/A

Attachments: Ordinance

Summary Statement:

This is the second reading of an Ordinance.

Recommendation:

To consider a motion to approve the second reading of an Ordinance to approve a Specific Use Permit in an area zoned Retail "R" to allow for a Tire Shop at property described as Lot 7-8, Block 51, AH Barnes Addition; commonly known as 101 S. Key Avenue Lampasas, Texas, Lampasas County

ORDINANCE NO. _____

AN ORDINANCE GRANTING A REQUEST FOR A SPECIFIC USE PERMIT TO ALLOW FOR A TIRE STORE IN AN AREA ZONED RETAIL “R” DESCRIBED AS LOT 7-8, BLOCK 51, AH BARNES, COMMONLY KNOWN AS 101 S KEY AVENUE LAMPASAS, TEXAS LAMPASAS COUNTY, DETAILING RESTRICTIONS RELATED THERETO; ORDERING A CHANGE TO ORDINANCE NO. 878 AND THE ACCOMPANYING CITY OF LAMPASAS’ ZONING MAP REFLECTING SAME; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Felecia Perez, (Business Owner), and Pepper Procter, PMCGP, INC. (Property Owner) filed a request for a Specific Use Permit to allow for a Tire Shop in an area zoned Retail “R” Lampasas, Texas Lampasas County described as Lot 7-8, Block 51, AH Barnes Addition; commonly known as 101 S. Key Avenue.

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

WHEREAS, pursuant to Section 10 of the Zoning Ordinance of the City of Lampasas, Texas, public notice has been given, and a public hearing was held on March 2, 2023 by the Planning & Zoning Commission regarding the request for a Specific Use Permit by the Applicant; and

WHEREAS, pursuant to Section 10 of the Zoning Ordinance of the City of Lampasas, Texas, public notice has been given, and a public hearing was held on March 13, 2023, by the City Council regarding the request for a Specific Use Permit by the Applicant; and

WHEREAS, the City Council finds that it is in the public interest to approve the requested Specific Use Permit for a Tire Shop in an area zoned Retail “R”

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

Part 1: That the Specific Use Permit requested by Felecia Perez, (Business Owner), and Pepper Procter, PMCGP, INC. (Property Owner), for a Tire Shop in an area zoned Retail “R” Lampasas, Texas Lampasas County. The property is described as Lot 7-8, Block 51, AH Barnes Addition; commonly known as 101 S. Key Avenue

Part 2: The City's staff shall take actions necessary to reflect this revision in City documentation, including a change to the City's Zoning map.

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

Passed and approved the First Reading on the 13th day of March 2023.

Passed and Adopted on the Second Reading on the 27th day of March 2023

APPROVED:

ATTEST:

TJ Monroe, Mayor

Becky Sims, City Secretary

APPROVED AS TO FORM:

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

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Memo



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

From: Lewann Turner, Court Clerk I

Date: Thursday, March 23, 2023

Re: Monthly Report February 2023

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	49
Convictions	22
Compliance Dismissals	26
Hrs. Community Service Completed	0
Total Dollar Amount CS	\$0.00
Waived for Indigency	\$0.00
Total Collected	\$21,630.29
Total kept by City	\$16,024.90



Finance/Utility Billing & Collection

MEMO

Date: March 15, 2022

To: Finley deGraffenried, City Manager

From: Yvonne Moreno, Finance Director

RE: Monthly Report for February 2023

Finance Department:

- * Prepared annual report for Council presentation.
- * Verified sewer rates with billing clerk regarding sewer averaging.
- * Coordinated with Human Resources regarding various questions and processes.
- * Worked with auditors on Final audit preparation.
- * Accounts Payables processing is on a regular schedule and bills are processed on a weekly basis ensuring that our expenses are recorded in a timely manner.
- * Worked with various directors in assisting with budget questions.
- * Reviewed capital purchases for correct GL posting.
- * Recorded various Journal entries for sales tax, bank reconciliations, etc.
- * Sales Tax for February was \$291,422 which is an increase of 7% from February 2022.
- * Reconciled 18 bank accounts
 - Processed 394 Accounts Payable Checks
 - Processed Bi-Weekly Payroll and Longevity Checks

Utility Department:

- The Electric billing for February 2023 was 12% lower than what was billed in February 2022. The Water billing for February 2023 was 1% higher than what was billed in February 2022.
- February Statistics for the department:

Total Water Customers	3,631
Total Wastewater Customers	2,891
Total Electric Customers	5,108
Residential Garbage Customers	2,767
Connects:	23
Disconnects:	25
Read In/Read Out:	30
Disconnects for Non-Pay:	15 (8 was reconnected)



Memo



To: Ryan Ward, Assistant City Manager
From: Van Sims, W/WW Operations Manager
Date: March 8, 2023, 2023
Re: February 2023 Monthly Report

Water/Wastewater & Plant Operations

- **Operation of Water Distribution System**

1. Repaired 4 water leaks.
2. Made 4 water taps.
3. Completed monthly flushing. Total of 471,532 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. Completed 1 sewer repair.
3. Resolved 4 sewer stoppages.
4. Installed 2 sewer taps.
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 44,650 gallons of septic waste.
4. Performed all routine maintenance on scheduled equipment.
5. Removed 120 cubic yds of cake.

- Total Work Orders Completed – 39
- Utility Locates – 28
- Building Dept Routing Forms- 3
- Customer Service Calls – 4

Memo

To: Ryan Ward
From: Wayne sanders
Date: March 16, 2023
Re February

Electric Department

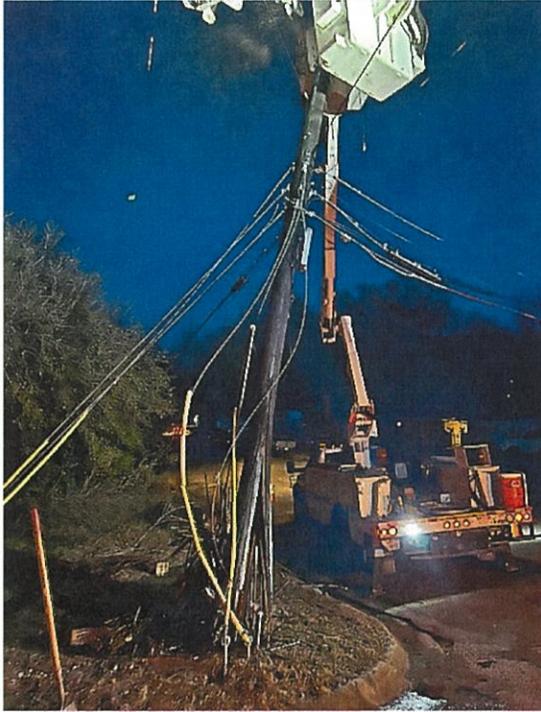
month's activities involved

Electric – Total Work Orders = 87, total Completed = 2, Void=0
(Hrs)

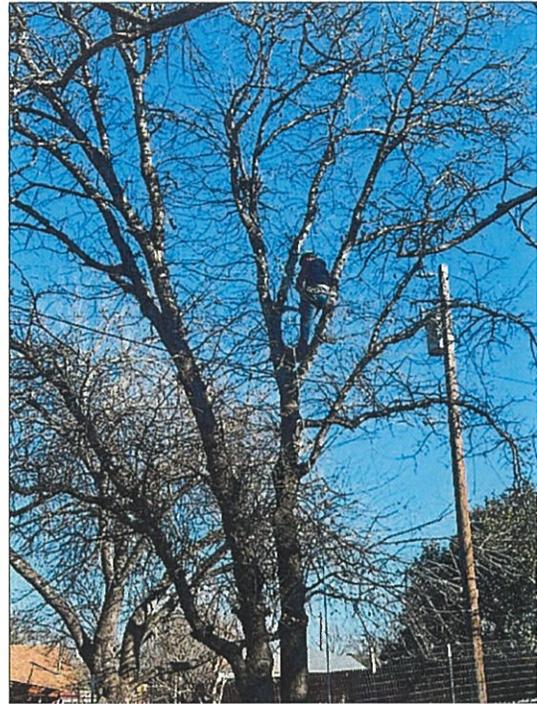
- Operations and Maintenance
 1. replaced 2 street lights to LED
 2. Line Locates – 32
 3. work orders for trees 3
- Set poles:8
 - 2 service poles
 - 2 new lines extensions
 - 6 replacement
- Services Connected:
 1. disconnected -1 -house fire
 2. solar meter -1
 3. Upgrades –7
 4. New services – 8
 5. Temps –2
- Overtime: 10 call outs = 30.5 hrs OT
 1. On customer side – 2
 2. Equipment failure -1
 3. Tree –1
 4. Animal Contact - 2
 5. House fire –1
 6. Weather –1
 7. Line Down – (TV cable)
 8. Auto Accident 2
- Activities for the Year 2023
 - Die electric tested trucks and line tools
 - Osmos Pole Inspection replacement: have replaced 343 poles of 389 total
 - Naruna Rd & Hwy 281 waiting on material estimated June
 - Hillside Acres Complete , will build tap lines as house are built
 - Brodie Estates Subdivision: complete will set transformers as houses are built
 - Stone Valley: complete will connect house as built
 - Hidden Oaks: complete will connect new houses as they are built
 - Lampasas Substation SCADA is 95% complete



- Lampasas Substation Upgrade: Panels are complete



Replacing Pole at 5th & Race



McCoy's Tree Trimming



Replacing Transformer

To: Ryan Ward
From: Carlos Garcia
Date: Thursday, March 23, 2023
Re: February, Monthly

Street Department

Mr. Ward,

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

- 1) Street work orders consisting of Street sweeping -3, Street Repair -6, Street Signs -3
- 2) Street Patching
- 3) Line of sights
- 4) Brush Burning
- 5) Landfill Maintenance
- 6) GIS Mapping

For the month of March we will be implementing our Brush Chipping Program, renovating the Collection Center, street sweeping throughout the city, tree trimming, and we will continue taking care of work orders as they are issued.



Memo

To: City Manager Finley deGraffenried

From: Police Chief Jody Cummings

Date: 03.02.23

Re: **Police Department** Monthly Report - February 2023

1. Chief of Police Jody Cummings attended 2 regular City Council workshops and 2 regular City Council meeting.
2. Chief Cummings attended 4 Director's meetings.
3. Chief Cummings hosted 4 staff meetings.
4. Chief Cummings and Assistant Chief Boswell attended a meet and greet coffee session at Common Grounds/New Covenant Church.
5. Chief Cummings, Patrol Lieutenant Chuck Montgomery and Dispatch Supervisor/Records Clerk Kelli Sanguinet participated in a conference call with IT, RCN Technologies and Verizon about the Cradlepoints purchase and installation.
6. Chief Cummings participated in a Mobilecite webinar.
7. Chief Cummings attended and assisted hosting Highway Patrol Sergeant McKitrick's "Chief's Meeting" at the Calver Building.
8. Chief Cummings attended former city employee and current council member's funeral.
9. Chief Cummings coordinated two PR sessions with a local social media entity and a patrol officer.
10. Chief Cummings, Patrol Lieutenant Chuck Montgomery and Dispatch Supervisor Kelli Sanguinet participated in a table top exercise hosted by the Texas Department of Emergency Management about emergency response at the LISD Administration Building.
11. Chief Cummings attended the season's first CIP meeting.
12. Assistant Chief Boswell coordinated the exit of an animal shelter employee and an officer.
13. Assistant Chief Boswell coordinated dispatcher and animal shelter employees' interviews.
14. Chief Cummings prepared, submitted to the state and presented to city council the annual Racial Profiling Report.
15. Chief Cummings coordinated with City Secretary Becky Simms concerning hail damaged AC units and an insurance claim.
16. Chief Cummings completed Assistant Chief Boswell's 6 month (promotions).
17. Chief Cummings completed a review of various city emergency management standard operating procedures at Fire Chief Smith's request.
18. Patrol Lieutenant Chuck Montgomery coordinated with multiple entities and prepared the annual Special Events calendar.

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, February, 2023

MGO-My Permit-105

February 2023

<u>DESCRIPTION</u>	<u># OF SEGMENTS</u>	<u>VALUATION</u>	<u>FEE</u>
BUILDING	2	\$200,000.00	\$3,550.30
ELECTRICAL	10	\$35,000.00	\$802.60
FENCE	1	\$16,000.00	\$35.00
MECHANICAL	3	\$0.00	\$165.00
PLUMBING	3	\$2500.00	\$1,010.00
REMODEL/ADDITION	13	\$204,550.11	\$9,532.42
SPRINKLERS	1	\$2,500.00	\$60.00
*** TOTALS***	35	\$460,550.11	\$15,155.32

February 2022

<u>DESCRIPTION</u>	<u># OF SEGMENTS</u>	<u>VALUATION</u>	<u>FEE</u>
BUILDING	2	\$630,000.00	\$889.70
DEMOLITION	1	\$64,875.00	\$50.00
ELECTRICAL	13	\$10,600.00	\$809.50
FENCE	2	\$2,300.00	\$70.00
MECHANICAL	2	\$0.00	\$110.00
PLUMBING	7	\$8,200.00	\$285.00
SWIMMING POOL	1	\$60,000.00	\$235.00
REMODEL/ADDITION	10	\$129,000.00	\$680.00
*** TOTALS***	40	\$904,975.00	\$3,129.20

Memo



To: Honorable Mayor and City Council Members
CC: Finley deGraffenried, City Manager
From: Vicki Tower, Parks Secretary/HR Coordinator
Date: March 22, 2023
Re: Monthly Report - February 2023

**Parks & Recreation
&
Human Resources**

Brief Monthly Overview – Parks & Recreation

Vicki Tower, Parks Secretary/HR Coordinator

- Attended pre-bid meeting at Hostess House on January 17th for the Hostess House Addition & Renovation project
- Met contractors at Hostess House on February 3rd for a site visit
- Prepared Parks Board agenda and attended Parks Board meeting on February 16th
- Attended bid opening on February 21st for the Hostess House Addition & Renovation project
- Attended bid review meeting on February 24th for the Hostess House Addition & Renovation project
- Parks Secretary responsibilities including purchase orders, Airport Hangar waiting list, Airport Hangar vacancies, Hostess House inquiries, Ruth Eakin Theatre reservations, Pavilion reservations, coordinating events and assisting with various ongoing projects.

Brief Monthly Overview - Human Resources

Vicki Tower, Parks Secretary/HR Coordinator

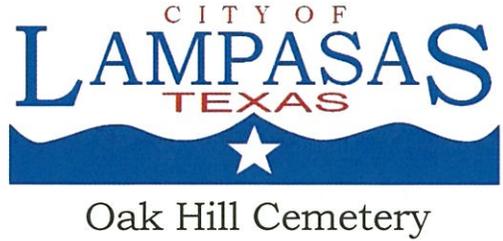
- New hire paperwork and orientation on February 6th for WWW Distribution/Collection Tech.
- Attended ExecuTime planning session on February 15th
- Posted Seasonal Pool Positions on February 17th
- Attended the Lampasas High School Job Fair on February 28th
- Assisted the Finance Dept. with reviewing with payroll
- Assisted the Finance Dept. with Longevity checks
- Continue to work on filing and organizing HR files

Personnel Information – Currently

- Current: 115 Full-time positions, 15 Part-time positions, 1 Seasonal Part-time position
- Posted Vacancies:
 - Full-time: Park Maintenance Tech.; Apprentice Line Worker; Line Worker
 - Part-time: P/T Firefighter/EMT
 - Seasonal Pool Positions: Pool Manager; Assistant Pool Manager; Pool Maintenance Supervisor; Pool Maintenance Technician; Lifeguards and/or Headguards; Cashiers

Memo

To: Chris Eicher, Parks & Rec. Director
From: Duane Griffith Cemetery Crew Leader
Date: 3/2/2023
Re: End of the month report February



Interments	5(3) cremation
Fee's for over site	\$275.00
Sites sold	0
Visitors Assisted	2
Level & Backfill sites	0
Meetings Attended	2

DEPARTMENT: CEMETERY
MONTHLY ACTIVITY REPORT

FOR THE MONTH OF: Feb-23

Regular Personnel Hours Available: 480

LESS:

A)	Vacation Leave/Personal Day	24
B)	Sick Leave	8
C)	Jury Duty	0
D)	Other (holiday/bad weather)	24
E)	Supervision	25
SUB-TOTAL		81

PLUS:

A)	Transfer from Parks	0
B)	Seasonal Labor/Temp	0
C)	Other (Community service)	0
D)	Overtime	7
SUB-TOTAL		7

HOURS AVAILABLE FOR THE MONTH: 406

Department Projects for the Month

0	0
0	0
0	0

Hours on Special Projects: 0

Department Operations and Maintenance for the Month

Mowing & W/E / Funerals	0
Equip & Veh Maint	19
Buildings & Grounds	338
Office Operations	45.5

Hours on OM Projects: 402.5

OTHER

OHCA Meeting	1.5
Safety Meeting	2
0	0

Sub-total Other 3.5

HOURS FOR DEPARTMENT 406

Department's Proposed Projects for next Month

0
0

Hours on Proposed Projects: 0

**Department: Parks
Monthly Activity Report
MONTH OF FEBRUARY 2023**

I) Regular Personnel Hours Available: 800.00

LESS:

A)	Vacation Leave	32.00
B)	Sick Leave	32.00
C)	Supervision / Training	80.00
D)	Holiday	40.00
E)	Other (Emergency Leave)	24.00

SUB-TOTAL 208.00

PLUS:

A)	Over Time	27.00
B)	On-Call / Standby	28.00
C)	Part Time	
D)	Transfer	

SUB-TOTAL 55.00

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>Improve Drainage area at Parks Shop</u>		16.00		
	<u>Trash Can Holders (Fabrication)</u>		24.00		
	<u>On Call / Standby</u>		28.00		
	<u>Sub-total Hours on Projects:</u>				68.00

IV)	<u>Department Operations and Maintenance for the Month.</u>				
	<u>Cleaning Parks</u>		141.00		
	<u>Airport Maint.</u>		19.00		
	<u>Mowing/Weed eating</u>		0.00		
	<u>Building and Grounds</u>		332.00		
	<u>Equipment/Vehicles/Shop</u>		42.00		
	<u>Office/Meetings</u>		45.00		
	<u>Sub-total Hours on Projects:</u>				579.00

TOTAL HOURS FOR DEPARTMENT 647.00

V)	<u>Department's Proposed Projects for next Month</u>				
	<u>Trash Can Holders (Installation)</u>		40.00		
	<u>Total Estimated Hours on Proposed Projects:</u>				40.00

**Department: SPORTS FACILITIES
Monthly Activity Report
Feb-23**

I) Regular Personnel Hours Available: 480.00

LESS:

A) Vacation Leave	0.00
B) Sick Leave	14.50
C) Supervision/Training	0.00
D) Holiday	24.00
E) Comp Taken	0.00

SUB-TOTAL 38.50

PLUS:

A) Over Time	21.00
B) On call/Standby	28.00
C) Part Time	0.00
D) Comp Accrued	2.00

SUB-TOTAL 51.00

TOTAL HOURS AVAILABLE FOR THE MONTH: 492.50

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 HOURS	28.00	
Sub-total Hours on Projects:		28.00

IV) Department Operations and Maintenance for the Month.

Cleaning Parks	93.00	
Turf Management	68.00	
Mowing/Weed eating	70.00	
Building and Grounds	164.50	
Equipment/Vehicles/Shop	45.00	
Office/Meetings	24.00	
Sub-total Hours on Projects:		464.50

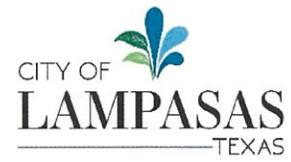
TOTAL HOURS FOR DEPARTMENT 492.50

V) Department's Proposed Projects for next Month

?		
?		
?		
Total Estimated Hours on Proposed Projects:		0.00

Memo

To: Finley deGraffenried, City Manager
From: Monica Wright, Director of Information Systems
Date: Monday, March 6, 2023
Re: February 2023 Monthly Report



Information Systems

Service Tickets - Social Media - Website Stats

IT Service Tickets	259
Facebook Followers	7,111
Twitter Followers	725
Instagram Followers	671
Website Page Views	23,990

IT Supported Hardware & Software

PCs	97	Wireless Access Points (WAP)	16	Servers	30
Laptops	57	Verizon Aircards	52	Firewalls	3
Printers	70	Network Attached Storage (NAS)	5	Tablets	15
Switches	22	Apple iPhones	36	Software Applications	30+
CC Reader	7	Security Cameras	20		

February Projects Completed:

- Attended CradlePoint meeting with PD staff/vendor
- Obtained updated quote for CradlePoint hardware/additional SIM cards
- PD CradlePoint agenda item
- Attended Tyler Technologies ExecuTime project planning meeting
- Attended Solar Eclipse meeting
- Obtained quote for Incode Cloud/added to CIP list
- Obtained quote for PD firewall renewal/purchased/activated & applied feature key
- Installed (1) 52 port replacement Netgear switch at Council Chambers/added to inventory
- Configured/installed (1) 16 port Netgear switch at Streets Department/added to inventory
- Configured/installed (1) 16-port Netgear switch at Collection Center/added to inventory
- Configured/issued out (2) PD SRO Panasonic Toughbook PCs/added to inventory
- Configured/installed (1) 24-port replacement Netgear switch at the Animal Shelter/added to inventory
- Configured/installed replacement Utility desktop PC/added to inventory
- Attended Zoom meeting with W/WW staff regarding Specific Energy SCADA software
- Build out Citrix VM for Asst. City Manager access to desktop apps/file shares
- Assisted Southern Star Communications w/ Animal Shelter phone install/static IP address for connecting remotely
- Configure/install Street's printer/add to inventory
- Block W/WW SCADA unknown login attempts in the firewall
- Post council election information on website

March Projected Projects:

- Complete TylerTech ExecuTime action project items
- Obtain quotes for ExecuTime badges/badge printer/order
- Renew PD CJIS annual certification
- Assist with the Collection Center building move/fiber/run CAT6 cable from Electric switch to CCC
- Azbell Electronics onsite to install ceiling microphones at Council Chambers
- Obtain quote for replacement W/WW laptop/order/configure/add to inventory
- Configure/install (1) 52-port replacement Netgear switch at W/WW/add to inventory
- Configure (1) 16-port replacement Netgear switches at Electric/add to inventory
- Configure/issue out (2) PD Patrol replacement Dell Toughbook PCs/add to inventory
- Attend Solar Eclipse meeting
- Attend CIP meeting
- Assist staff/vendor with Specific Energy software install
- Schedule installation of Verizon CradlePoint routers with vendor and PD staff



- Setup Incode at Animal Shelter/Collection Center to take credit card payments
- Obtain quote for receipt printers for Animal Shelter and Collection center
- Install WWW server rack/shelves/UPS
- Research security cameras for City facilities

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)*
- Configure/build out (4) VM servers for Citrix *(completed)*
- Obtain quotes/configure/replace PD Host 1 & Host 2 Server *(completed)*
- Obtain quotes/configure/replace (2) 24 port switches *(completed)*
- Work with staff and vendor on Electric SCADA remote management project/OnSolve cellular service *(completed)*
- Obtain quote/order (15) Microsoft Office 2019 STD licenses *(completed)*
- Install Epanic software on (40) PCs *(completed)*
- Obtain quotes/configure/replace (15) desktop PCs *(completed)*
- Obtain quotes/configure/replace (2) Panasonic PD Patrol Toughbooks *(completed)*
- Obtain quotes/configure/replace (3) 16 port switches *(ordered-replaced 2)*
- Obtain quotes/configure/replace (2) 52 port switches *(ordered- replaced 1)*
- Work with AV vendor to install ceiling microphones in Council Chambers *(March 16)*
- 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 *(in progress)*
- Obtain quotes/install replacement server UPS *(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)*
- FY 22-23 Budget projections *(FY 22-23)*
- FY 23-24 Proposed Budget *(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

FEBRUARY 2023

- Circulation** We circulated 4,088 items in February, which is up 6.6% from January (3,835). The library was closed February 20 for Presidents' Day.
- Door Count** There were 2,460 visitors during February, which is down 14.6% from January (2,884).
- Internet Usage** There were 197 Internet sessions in February, compared to 271 in January (down 27.3%).
- Wifi Usage** In February, 79 unique visitors accessed our wifi network. This is down 6% from last month. Our total number of visits in February was 190, down 8.2% from January. (See attached infographics as well.)
- Text Interactions** We communicated, via text messages, with 119 unique phone numbers in February, which is up 4.4% from January (114). We sent/received a total of 493 messages, which is down 3.5% from last month (511).
- Video Streaming** We had 31 clicks in the adult collection (up 158.3% from January) and 31 clicks in the kids' collection of videos (up 14.8% from January), for a total of 62 (up 59% overall).
- February Programs** In February, we had two staff story times, How Pinteresting!, Cornelia Key Book Club, Explore Lampasas (veterinary science), 42 Club, and STEAM Day (heart and lungs). Nancy also had story time at HeadStart. (See attached infographics as well.)
- Upcoming Programs** In March, we will have three staff story times, How Pinteresting!, Cornelia Key Book Club, Explore Lampasas (botany), 42 Club, and STEAM Day (agriculture). Also, Carol Wright will talk about "Symbols of Texas" on March 2 and Janet Crozier will talk about Square Foot Gardening on March 7.

In February, 79 unique patrons used your library WiFi. On average, these patrons visited to use the WiFi on just under 3 individual days.

Change from prior month



190 ↓ -8.21%

Monthly Sessions



165 ↓ -5.17%

Total Visits



79 ↓ -5.95%

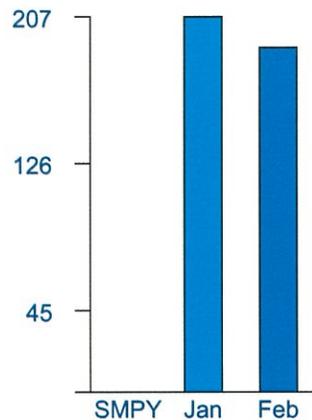
Unique Visitors



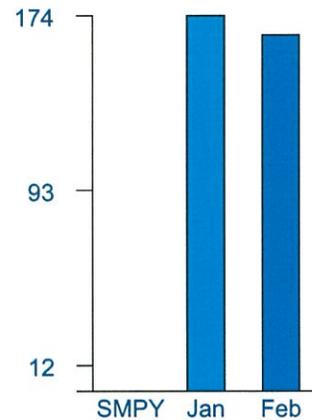
2.09 ↑ 0.97%

Average Return Rate

Total Monthly Session Count

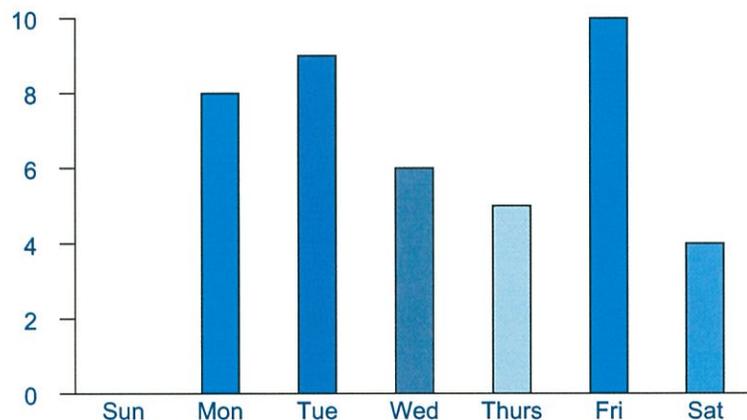


Total Monthly Visits

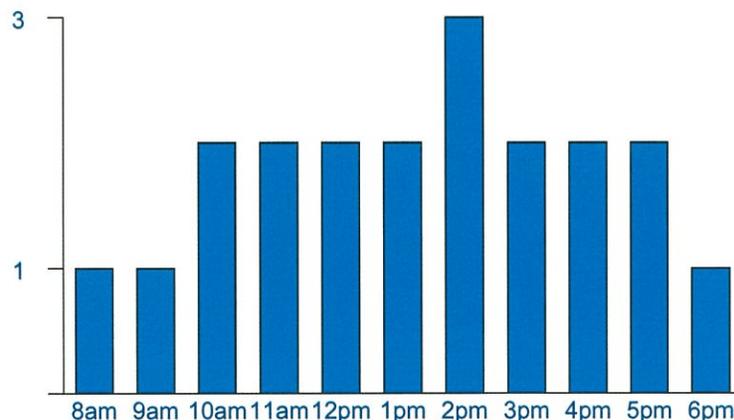


*SMPY: Same Month Prior Year

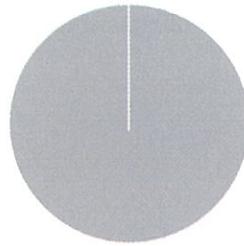
Average Daily Visits



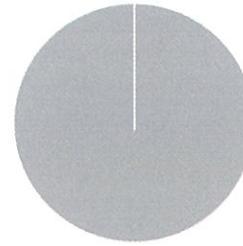
Average Peak Hourly



October					
Overview					
All Children Programs	0	0%	All Children Participants	0	0%
Young Adult Programs	0	0%	Young Adult Participants	0	0%
Adult Programs	0	0%	Adult Participants	0	0%
General Interest Programs	0	0%	General Interest Participants	0	0%
Total Programs	0		Total Participants	0	

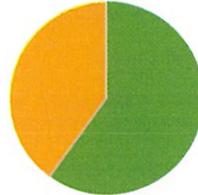


No Programs

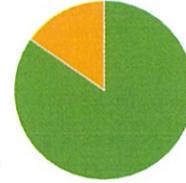


No Participants

November					
Overview					
All Children Programs	6	60%	All Children Participants	83	84.69%
Young Adult Programs	0	0%	Young Adult Participants	0	0%
Adult Programs	4	40%	Adult Participants	15	15.31%
General Interest Programs	0	0%	General Interest Participants	0	0%
Total Programs	10		Total Participants	98	

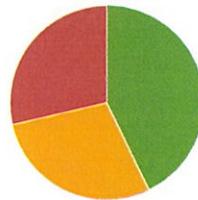


- All Children Programs
- Young Adult Programs
- Adult Programs
- General Interest Programs

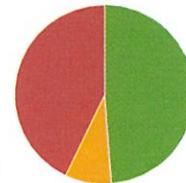


- All Children Participants
- Young Adult Participants
- Adult Participants
- General Interest Participants

December					
Overview					
All Children Programs	3	42.86%	All Children Participants	58	48.74%
Young Adult Programs	0	0%	Young Adult Participants	0	0%
Adult Programs	2	28.57%	Adult Participants	10	8.4%
General Interest Programs	2	28.57%	General Interest Participants	51	42.86%
Total Programs	7		Total Participants	119	

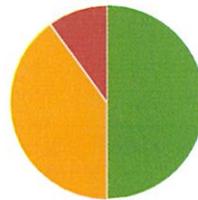


- All Children Programs
- Young Adult Programs
- Adult Programs
- General Interest Programs

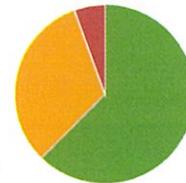


- All Children Participants
- Young Adult Participants
- Adult Participants
- General Interest Participants

January					
Overview					
All Children Programs	5	50%	All Children Participants	68	62.39%
Young Adult Programs	0	0%	Young Adult Participants	0	0%
Adult Programs	4	40%	Adult Participants	35	32.11%
General Interest Programs	1	10%	General Interest Participants	6	5.5%
Total Programs	10		Total Participants	109	

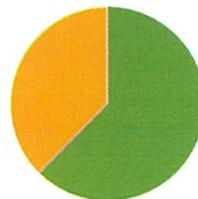


- All Children Programs
- Young Adult Programs
- Adult Programs
- General Interest Programs

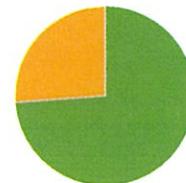


- All Children Participants
- Young Adult Participants
- Adult Participants
- General Interest Participants

February					
Overview					
All Children Programs	5	62.5%	All Children Participants	62	73.81%
Young Adult Programs	0	0%	Young Adult Participants	0	0%
Adult Programs	3	37.5%	Adult Participants	22	26.19%
General Interest Programs	0	0%	General Interest Participants	0	0%
Total Programs	8		Total Participants	84	



- All Children Programs
- Young Adult Programs
- Adult Programs
- General Interest Programs

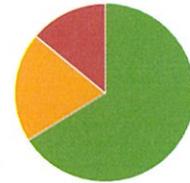
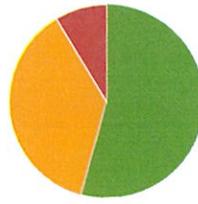


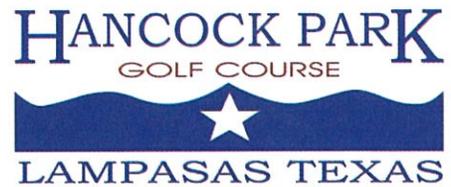
- All Children Participants
- Young Adult Participants
- Adult Participants
- General Interest Participants

Year in Review

Overview

All Children Programs	19	54.29%	All Children Participants	271	66.1%
Young Adult Programs	0	0%	Young Adult Participants	0	0%
Adult Programs	13	28.57%	Adult Participants	82	14.63%
General Interest Programs	3	8.57%	General Interest Participants	57	13.9%
Total Programs	35		Total Participants	410	



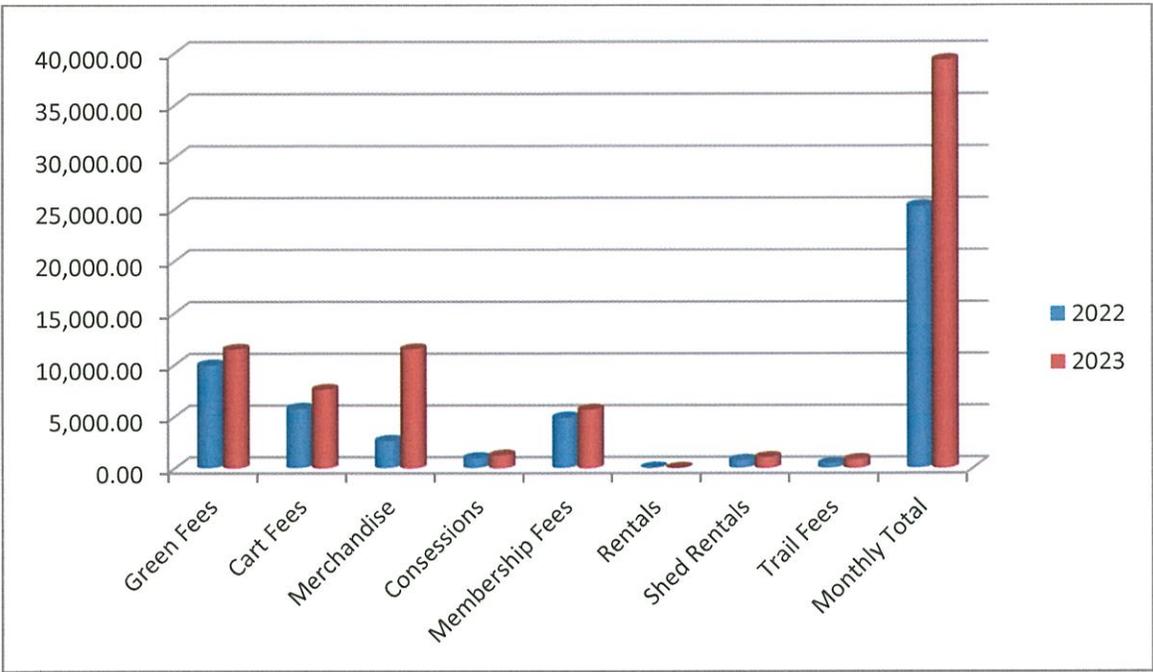


Memo

To: Finley deGraffenied, City Manager
From: Van Berry, Golf Course Manager
cc: City Council Members
Date: March 13, 2023
Re: Monthly Report, February 2023

- Weekly mowing and maintenance of the golf course.
- Applied 800 lbs. of Gypsum on the greens.
- Applied 600 lbs. of 0-0-30 (potash) on the greens.
- Applied 20,000 lbs. of Prodiamine, this is a pre-emergence for the fairways.
- Applied 1100 lbs. of Ronstar, this is a pre-emergence for the tee boxes.
- Removed a small tree to extend one of the tee boxes on #1.
- The pump station went down again, a 4" x 8" fitting was leaking between the pump and the motor. Parts are on order and we should receive them this week. We are able to water with one pump just not everything at one time.
- The maintenance crew did maintenance on all of our equipment in preparation for the mowing season.
- When Dan Waters retired at the end of the year, I moved Garry Spore up to his old position (Greens Keeper Supervisor). Garry has been employed at the golf course for 14 years and does a good job. I hired Mike Oden as a Greens Keeper.

Hancock Park G.C. February Revenue Comparison 2022 and 2023



City of Lampasas

M E M O

To: Mayor and City Council
From: Finley deGraffenried
Re: Manager's Report
Date: 24 March 2023

- Sales Tax** March sales tax receipts marked a continued positive trend for the City. For the month the City was allocated \$219,646.87 compared to March 2022 receipts of \$203,308.33, an 8.3% increase. Year to date payments have been \$751,549.79 compared to \$702,445.88 in the previous year, a 6.99% improvement. Through one half of the year, the City has collected 56.4% of its annual sales tax budget.
- Airport Planning** The City received news this week that final negotiations for the Airport Planning contract have been completed between TxDOT and the selected consultant, Parkhill. The Plan scope includes inventory of assets, assessment of future needs, and associated layout plan. Council will be asked to appoint a planning advisory committee, likely to include 1-2 Airport Advisory Board members, a member from the Pilots' Association, a Council member, and representation from the LEDC and/or the Chamber. The negotiated Planning contract price was higher than the original TxDOT estimate, which will require a slightly greater match from the City, \$23,000.00 compared to \$20,000.00, however; as a reminder the last Airport grant project came in well under budget, and the City was reimbursed approximately \$48,000.00 from our match.
- EMS Report** Attached is the February monthly report from Hamilton County Emergency Medical Services for call activity in Lampasas County. The report notes approximately 62% of the 184 calls were within the City of Lampasas. Average response time in the City was a very respectful 5 minutes 3 seconds.
- Skate Park** Chris Eicher reports tremendous activity and use of the Campbell Park, Skate Park. Chris noted over Spring Break instances of 25 plus users at one time, with a number of folks from out of town. Word spreads quickly. In conjunction with other park activity on April 15th, the City in coordination with stakeholders, have scheduled a ribbon cutting at 9:00 a.m. Some final grooming and backfill will be done prior the event.
- Audit** City staff have received the draft FY 2022 audit, and will begin internal review this coming week. Traditionally, Council has appointed an ad-hoc committee to review the audit with the City's CPA firm, which has included the Mayor, Mayor Pro-tem, and one additional Council member. Without objection, staff would seek Council identification of a third Council member to participate in the review prior to the April 10th meeting.

Park Board

The Park Board met on March 16th and discussed, among other items, the coordination of layouts of the disc golf course and the hike and bike trails. Stakeholders for both groups discussed the various stages of their planning process and the need to eliminate use conflicts. It is also staff's understanding that additional investment may be made by trail stakeholders to specify and layout bike and walking paths. Both groups, with staff, will meet in the near future at the park to coordinate a plan for presentation to the Park Board on April 20th.

Eclipse

This is the last reminder to Council regarding the April 5th Town Hall meeting on the 2024 eclipse to be held at the Old Middle School starting at 5:30 p.m. Chief Smith will be reviewing and fine tuning the presentation agenda with staff and presenters on March 29. As previously mentioned, in addition to the primary planning focus of public safety; a parallel planning and communication track is also taking place to address business needs and preparation, and disruptions for our residents.

LEDC

The Lampasas Economic Development Corporation ("LEDC") met twice since the last Council meeting, March 15th and 23rd. The focus of the meetings has been completing the final, rough, draft of land use covenants prior to legal review, as well as, discussion regarding electric infrastructure design and installation. The Planning and Zoning Commission will also finalize zoning and land use for the Park in the coming months. Additionally, Stacey reported progress on discussions with prospects for the Business Park.

CIP

The Capital Improvement Program ("CIP") committee will meet on March 30th at the Water/Wastewater Shop and Lab to continue the planning process for the FY 2024-FY 2028 Report. Agenda items will include review of the Committee purpose and priority definitions, and also include reports and forecast projects from the Public Works Departments.

Staff

Staff is pleased to recognize employees who began their City of Lampasas careers in March: Hunter Sanguinet, 5 years; Richard Cox, 7 years; Franklin Potter, 1 year; Heather McDonald, 2 years; Tim Ryan, 29 years; Chris Eicher, 16 years; Glen Chism, 1 year; Kelli Sanguinet, 20 years; and Pamela Torrez, 3 years.

CITY SALES AND USE TAX COMPARISON SUMMARY

March 2023

Download and further analyze current and historic data using the [Texas Open Data Center](#).

NOTE: Some jurisdictions may have changed tax rates, thus affecting the comparison. See [Local Sales Tax Rate Information Report](#) for a list of jurisdictions who have changed rates in the preceding 14 months.

U/C = Unable To Compute Percentage Change

Total Net Payments This Period: **\$633,219,482.51**; Comparable Payment Prior Year: **\$581,673,365.31**; Percent Change: **8.86%**

Total Payments YTD: **\$2,163,362,212.66**; Total Prior Year Payment YTD: **\$2,005,959,670.39**; Percent Change: **7.85%**

Sales and Use Tax

[About Comparison Summary Reports](#)

[Monthly Distribution Schedule](#)

[Sales and Use Tax Reports](#)

Mixed Beverage Tax

[About Comparison Summary Reports](#)

[Monthly Distribution Schedule](#)

[Mixed Beverage Tax Reports](#)

Lampasas

Reset

View All Rows

City	Net Payment This Period	Comparable Payment Prior Year	% Change	Payment YTD	Prior Year Payment YTD	% Change
Lampasas	\$219,646.87	\$203,308.33	8.03%	\$751,549.79	\$702,445.88	6.99%

Rows 1 to 1 of 1169 Total

Download table data

If you have questions about Tax Allocation Payment Distribution Schedule, please contact [Tax Allocation](#).

Finley deGraffenried

From: Ben Breck <Ben.Breck@txdot.gov>
Sent: Thursday, March 23, 2023 1:59 PM
To: Finley deGraffenried
Cc: Bijan Jamalabad (bjamalabad@parkhill.com)
Subject: ALP planning study

Caution: This email originated from outside of the City's organization. Do not click links nor open attachments unless you recognize the sender and know the content is safe.

Hi Finley,

I wanted to let you know the fee negotiated was \$230,984, mainly due to travel costs. The ten percent match will be about \$23,000. If there are any questions or concerns please let me know. Documents will be sent to our contract specialist, and hopefully the project will be started soon.

Thanks

Ben Breck
Airport Planning



O: 512-416-4500 | M: 512-348-9898

www.txdot.gov | [Texas Highways Magazine](#) | [Get Involved](#)

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Finley deGraffenried

From: Wesley Alexander <walexander@hamiltonhospital.org>
Sent: Sunday, March 5, 2023 5:30 PM
To: Randy Hoyer; june.huckabee@co.lampasas.tx.us; Jeff Smith; Bobby Carroll; Jody Cummings; Kelli Sanguinet; Finley deGraffenried; Ryan Ward
Subject: Monthly Report
Attachments: February 2023 EMS Report ((1)).docx

Caution: This email originated from outside of the City's organization. Do not click links nor open attachments unless you recognize the sender and know the content is safe.

Attached is the monthly report for Lampasas County. It reflects the calls we had in Lampasas County during the month of February 2023.

This month was a little slower, however we did have numerous multi-patient calls.

This does not reflect the transfers that we did out of Advent Health Rollins Brook, or any mutual aid calls we did with other counties, if there were any.

The response times in both the City and County both look good. The call in Adamsville has a 20-minute response time, it was a few miles north of Adamsville on Highway 281.

The average response time in the Lometa Fire District is 15:48.

Lastly, you will notice on the report that I listed M41 and M42. Both of these trucks are in San Saba and occasionally might answer a call in Lampasas County. Fortunately, this month we did not have to use them.

Let me know if you have any questions. I am out of town teaching this week however I will answer my emails each evening.

One Team, One Mission!!

*Wesley Alexander, EMT-P
Central District Chief
Hamilton E.M.S.
IMT-6
(254) 784-5753*

NOPHI



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 March 2023

RESPONSE TIMES:

Lampasas County (15min 90% Annual) **AVG 12 min 07 sec**
 City of Lampasas (8min 59sec 90% Annual) **AVG 05 min 03 sec**

DISPOSITION OF CALLS BY MICU NUMBER:

NATURE	M61	M62	M63	M69	M41	M42	EMS 60	EMS 6
Patient Transported No Lights/Siren	81	78	43	1	0	0	0	0
Patient Refused Evaluation/Care (W/O Transport)	10	10	8	1	0	0	0	0
Patient Treated & Released AMA	2	2	3	0	0	0	1	0
Cancelled, No Patient Contact	1	3	2	0	0	0	0	0
Cancelled Prior to Arrival	1	2	2	0	0	0	0	0
Cancelled On-Scene / No Patient Found	0	3	0	0	0	0	1	0
Patient Treated/Transferred to Care/Air Medical	0	0	0	0	0	0	0	0
Transported Lights and Siren	3	4	1	0	0	0	0	0
Standby – Public Safety (Fire, LE Operational Support)	1	1	0	0	0	0	0	1
Patient Dead on Scene – No Resuscitation Attempt	0	0	0	0	0	0	0	0
Transported No Lights/Siren (Upgraded)	0	1	0	0	0	0	0	0
Patient Dead on Scene-Resuscitation Attempted (Without Transport)	0	1	1	0	0	0	0	0
Patient Treated, Transported by Law Enforcement	1	0	0	0	0	0	0	0

Total Events: 270

CALLS FOR SERVICE BY LAMPASAS COUNTY AREAS (184)

AREA	# Of Calls	% Of Total CFS in Lampasas County (Approximately)
City of Lampasas	114	62
Kempner VFD District	18	10
Adamsville VFD District	1	1
Lometa VFD District	5	2
Lampasas VFD District	46	25


City ManagerITEM NO. 7.1

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

Subject:

Discussion and possible action regarding the acceptance of a bid for emulsion from Wright Asphalt Products Co., not to exceed \$86,280.00, from April 1, 2023 to April 1, 2024, with the option to extend the contract for one year, expiring on April 1, 2025.

Requested By: Ryan Ward, ACM**Submitted By:** Ryan Ward, ACM**Date Submitted:** March 23, 2023**For the Agenda of:** March 27, 2023**Procurement and Funding Statement:**

This a budgeted item with funds available in GL account 82-551-5545 Streets (Capital Outlay).

Attachments: Bid Proposal

Summary Statement:

As part of the yearly Sealcoat Maintenance Project, the Streets Department has requested quotes for asphaltic emulsion in previous years. This year, the Street Department determined that the potential cost for emulsion could exceed fifty-thousand dollars (\$50,000), requiring this purchase to be advertised for bid.

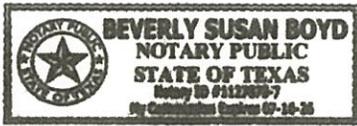
The 23-24 Emulsion Contract Bid for Emulsion (CRS-2 and CRS-2P), with a proposed quantity of fifteen-thousand (15,000) gallons each, closed on March 13, 2023, at 2:00 PM. There is an option for extension of contract for 2024 - 2025, should both parties be in agreeance at such time the extension is requested.

There was one bidder, Wright Asphalt Products Co. The unit bid price for CRS-2 was \$2.726 per gallon and the price for CRS-2P was \$3.023 per gallon, for a maximum price of \$86,280.00. This product is the asphalt binder used to fill in the cracking of existing asphalt streets, as well as binding the sealcoat rock that becomes the driving surface. This surface treatment typically extends the life of the existing asphalt by 8-10 years.

Recommendation:

To consider a motion to approve the acceptance of bid for emulsion from Wright Asphalt Products Co., not to exceed \$86,280.00 from April 1, 2023 to April 1, 2024, with the option to extend the contract for one year, expiring on April 1, 2025.

**Bidding Requirements, Contract Forms & Conditions of the Contract
Non-Use of Asbestos Affidavit (CONTRACTOR Prior to Construction) Section 00680**

STATE OF TEXAS COUNTY OF _____	CONTRACTOR PRIOR TO CONSTRUCTION
BEFORE ME, the undersigned authority, personally appeared the Affiant who, being by me first duly sworn, upon oath deposed and stated:	
"My name is <u>Lawton Carlton</u> , hereinafter known as Affiant.	
"I am over the age of 18 years. I am the <u>Sales Representative</u> hereinafter known as CONTRACTOR.	
"I am fully competent to make this affidavit. I have personal knowledge of the facts set forth below and they are all true and correct.	
"WHEREAS CONTRACTOR has submitted a Bid to the City of Lampasas, hereinafter known as OWNER, as the Prime CONTRACTOR and anticipates being awarded a Contract for the construction of <u>Providing CRS-2 and CRS-2p</u> , located at <u>City of Lampasas</u> , Texas, hereinafter known as Project, and	
"WHEREAS asbestos in a dust form is a recognized health hazard, and "WHEREAS the OWNER desires not to have any asbestos containing materials used or incorporated into the construction of the Project; "THEREFORE the CONTRACTOR affirms and understands the following:	
<ol style="list-style-type: none"> 1. The CONTRACTOR, any person, firm or organization representing or represented by the CONTRACTOR, or employed by the CONTRACTOR shall not cause or allow any to be incorporated into the construction of the Project, or allow any building material on the PROJECT site that is an asbestos containing material or any other material defined as containing asbestos by any laws, rules or regulations promulgated by the United States Government, the State of Texas or any governmental organization or agency operating under the authority of either of those entities. 2. Realizing that there might be materials required in which a satisfactory non-asbestos containing material cannot be obtained, the Consultant has received prior written approval from the OWNER before specifying any such asbestos containing material. Those approved materials are the only asbestos containing materials that are exempt from the above prohibition. 3. The CONTRACTOR certifies and affirms their understanding that if any asbestos containing materials not approved by the OWNER for inclusion into the Project, are determined, as a result of any inspection and sample analysis performed by an individual(s) and/or firm(s) certified and/or licensed to perform such inspection by the United States Government and/or the State of Texas, to have been incorporated into the construction of the Project, or brought onto the site of the Project, the OWNER shall look to the CONTRACTOR for reimbursement of any and all costs incurred in the removal and/or other abatement of said asbestos containing materials. 4. CONTRACTOR further understands that OWNER shall also look to the CONTRACTOR for any and all damages to OWNER which result from the inability of the OWNER to use any portion or all of the Project due to the incorporation of asbestos containing materials that have not been approved by the OWNER. 5. CONTRACTOR further understands that OWNER will pursue reimbursement of any said cost and compensation for any said damages from the CONTRACTOR by any and every means within OWNER's right and power. 	
Signature of Authorized Representative: <u><i>Lawton Carlton</i></u>	
STATE OF TEXAS COUNTY OF <u>Blanco</u>	
ON <u>3-13</u> , 20 <u>23</u> personally appeared <u>Lawton Carlton</u> and been duly sworn by me, subscribed to the foregoing statement and has stated that the facts stated therein are true and correct.	
	Notary Public, State of Texas <u><i>Beverly Susan Boyd</i></u> Printed Name of Notary <u>Beverly Susan Boyd</u> My Commission Expires: <u>7-16-2026</u>

TEXAS SALES AND USE TAX EXEMPTION CERTIFICATION

Name of purchaser, firm or agency CITY OF LAMPASAS	
Address (street & number, P.O. Box or Route Number) 312 EAST THIRD	Phone (Area code and number) (512) 556-6831
City, State, ZIP code LAMPASAS, TX 76550	

I, the purchaser named above, claim an exemption from payment of sales and use taxes for the purchase of taxable items described below or on the attached order or invoice form:

CONTRACTOR: Wright Asphalt Products Co.

Street Address: 11931 Wickchester Lane, Suite 101 City, State, ZIP Code: Houston, TX 77043

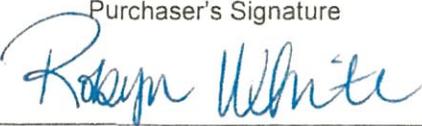
Description of items to be purchased or on the attached order or invoice:
All labor, materials, supplies and equipment purchased for and consumed or incorporated in the City of Lampasas
Project: Supply and deliver CRS-2/CRS-2P Emulsion to the City of Lampasas Public Works Facility

Project Manager: Carlos Garcia, Street Superintendent, at 512-556-8315.

Purchaser claims this exemption for the following reason:
This contract is to be performed for an exempt organization as defined by sections 11.11, 151.309, or 151.310 of the Tax Code of Texas.

I understand that I will be liable for payment of sales and use taxes which may become due for failure to comply with the provisions of the Tax Code: Limited Sales, Excise, and Use Tax Act; Municipal Sales and Use Tax Act; Sales and Use Taxes for Special Purpose Taxing Authorities; County Sales and Use Tax Act; County Health Services Sales and Use Tax; The Texas Health and Safety Code; Special Provisions Relating to Hospital Districts, Emergency Services Districts, and Emergency Services Districts in counties with a population of 125,000 or less.

I understand that it is a criminal offense to give an exemption certificate to the contractor for taxable items that I know, at the time of purchase, will be used in a manner other than that expressed in this certificate and depending on the amount of tax evaded, the offense may range from a Class B misdemeanor to a felony of the second degree.

Purchaser's Signature 	Title Public Works Secretary	Date 2/2/23
--	---------------------------------	----------------

NOTE: This certificate cannot be issued for the purchase, lease, or rental of a motor vehicle. THIS CERTIFICATE DOES NOT REQUIRE A NUMBER TO BE VALID. Sales and Use Tax "Exemption Numbers" or "Tax Exempt" Numbers do not exist.

This certificate should be furnished to the supplier. Do not send the completed certificate to the Comptroller of Public Accounts.

City Manager
 Lampasas, Texas

The undersigned, in compliance with your invitation for bids for construction of the following Project: Supply and deliver CRS-2/CRS-2P Emulsion to the City of Lampasas Public Works Facility, (No.:01-STR-23) for the City of Lampasas, Texas, having examined the Project Manual, Drawings and Addenda, the site of the proposed Work and being familiar with all of the conditions surrounding construction of the proposed Project, having conducted all inquiries, tests and investigations deemed necessary and proper; hereby proposes to furnish all labor, permits, material, machinery, tools, supplies and equipment, required for delivery of items within the time indicated for the unit price of:

Bid Item	Quantity	Unit	Item Description and Written Total Unit Price	Unit Price/Gal
1	15,000 +	gal	Supply and deliver CRS-2 Emulsion to the City of Lampasas Public Works Facility as needed. For: _____ Two _____ Dollars and _____ .726 _____ Cents	2.726 \$ _____
2	15,000 +	gal	Supply and deliver CRS-2P Emulsion to the City of Lampasas Public Works Facility as needed. For: _____ Three _____ Dollars and _____ .026 _____ Cents	3.026 \$ _____
_____	_____	_____	All Remaining Items Not Included in the Above Item Nos. _____ and Required for Completion of the Work, complete in place, for _____ Dollars and _____ Cents	\$ _____

TOTAL BASE BID 5.752 - unit price/gal
\$ 86,280.00 @ 30,000
 Five dollars and .752 cents **GAL (EST)**
Eighty six thousand two hundred eighty dollars and no cents

NOTES:

OWNER RESERVES THE RIGHT TO REJECT ANY OR ALL BIDS AND TO WAIVE ANY MINOR INFORMALITY IN ANY BID OR SOLICITATION PROCEDURE (A MINOR INFORMALITY IS ONE THAT DOES NOT AFFECT THE COMPETITIVENESS OF THE BIDDERS).
OWNER RESERVES THE RIGHT TO AWARD THE CONTRACT TO THE LOWEST BIDDER OR TO THE BIDDER WHO PROVIDES GOODS OR SERVICES AT THE BEST VALUE FOR THE MUNICIPALITY. Loc. Gov. Code 252.043(c)

PLEASE SEE ATTACHMENT A

Wright Asphalt Products Co.

Secretary. *if bidder is a Corporation

(Seal)

* Copy of Corporate Resolution and minutes with certificate of officer of bidder as to authority of signatory to bind bidder is to be signed and dated no earlier than one week before Bid date, and be attached to this document

Bidder



Authorized Signature

Lawton Carlton
Sales Representative

Title

March 10, 2023

Date

11931 Wickchester Lane
Suite 101

Houston, TX 77043

(281) 452-9084

Address

(800) 882-6541 (281) 452-2562

Telephone Number / Fax Number

End

City of Lampasas, TX
01-STR-23
Due: March 13, 2023 at 2PM

ATTACHMENT A

Delivery can be made in 24 hours (1 day).
Submitted delivered prices are based on full transports.
Loads cancelled in transit will be billed at cost.
Returned loads will be billed an additional \$750.00 Returned Load Fee.

Cancellation Policy:

Loads to be Delivered Monday - Cancelled by 11AM on Prior Sunday
Loads to be Delivered During Week - Cancelled by 2PM Prior Workday

Returned loads require notification to:
Lawton Carlton – Cell: (210) 913-7792
Office: (281) 452-9084 (800) 882-6541
*** DILUTED LOADS CAN NOT BE RETURNED ***

Demurrage: 2 Free Hours then \$100 Per Hour
Pump Charge: \$100 per Truck per Load
(not provided for hot asphalts)
Diversion Charge: \$75 per Additional Stop plus Additional Miles
Layover Charge: \$750 per Truck per Night

Prices are firm for one year plus thirty days from March 13, 2023

Wright Asphalt Products Company
Lawton Carlton, Sales Representative
March 10, 2023

Date: March 9, 2023

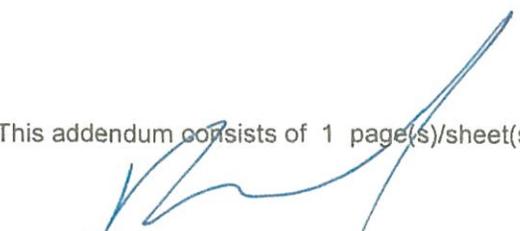
City of Lampasas

Project Name: 23-24 CRS-2/CRS-2P Emulsion Contract 01-STR-23

This Addendum forms a part of Contract and clarifies, corrects or modifies original Bid Documents, published February 28, 2023. Acknowledge receipt of this addendum in space provided on bid form. Failure to do so may subject bidder to disqualification.

A. Section 00300 Bid Form Revision: Item #1 and #2 Description, removal of dates.

This addendum consists of 1 page(s)/sheet(s).



Approved by OWNER



Acknowledged by Bidder
Wright Asphalt Products Co.
Lawton Carlton
Sales Representative
March 10, 2023

End

Bidding Requirements, Contract Forms & Conditions of the Contract
Addendum Section 00900
ADDENDUM NO. 1

Date: March 9, 2023

City of Lampasas

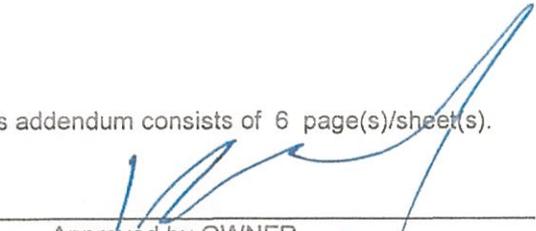
Project Name: **23-24 CRS-2/CRS-2P Emulsion Contract 01-STR-23**

This Addendum forms a part of Contract and clarifies, corrects or modifies original Bid Documents, published February 27, 2023. Acknowledge receipt of this addendum in space provided on bid form. Failure to do so may subject bidder to disqualification.

Removal of:

- A. Section 00610
- B. Section 00620
- C. Section 00650
- D. Section 00680
- E. Section 00700
- F. Section 00810

This addendum consists of 6 page(s)/sheet(s).



Approved by OWNER



Acknowledged by Bidder

End Wright Asphalt Products Co.
 Lawton Carlton
 Sales Representative
 March 10, 2023

Bidder must answer the following questions in accordance with Vernon's Texas Statutes and Codes Annotated Government Code § 2252.002, as amended:

A. Is the bidder that is making and submitting this bid a "resident bidder" or a "non-resident bidder"?

Answer Resident bidder

- (1) Texas Resident Bidder - A bidder whose principal place of business is in Texas and includes a Contractor whose ultimate parent company or majority owner has its principal place of business in Texas.
- (2) Nonresident Bidder - A bidder who is not a Texas Resident Bidder.

B. If the Bidder is a "Nonresident Bidder", does the state, in which the Nonresident Bidder's principal place of business is located, have a law requiring a Nonresident Bidder of that state to bid a certain amount or percentage under the bid of a Resident Bidder of that state in order for the nonresident bidder of that state to be awarded a contract on his bid in such state?

Answer: Yes or No Which state?

C. If the answer to Question B is "yes", then what amount or percentage must a Texas Resident Bidder bid under the bid price of a Resident Bidder of that state in order to be awarded a contract on such bid in said state?

Answer _____

Hawton Caret

Signature

End



City Manager

ITEM NO. 7.2

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

Subject:

Discussion and possible action to approve a Resolution authorizing the submission of a Texas Community Development Block Grant application to the Texas Department of Agriculture for the Community Development Fund.

Requested By: Becky Sims, City Secretary

Submitted By: Becky Sims, City Secretary

Date Submitted: March 22, 2023

For the Agenda of: March 27, 2023

Procurement and Funding Statement:

N/A

Attachments: Grant Documents

Summary Statement:

In December 2022 the City of Lampasas held a Public Hearing to advise the community of the intent to submit application to the Texas Department of Agriculture for a Texas Community Development Block Grant Program (TxCDBG) and to obtain citizen feedback. At the March 13, 2023 City Council meeting, Council awarded administration services to Langford Community Management Services and engineering design services to Eckermann Engineering. At this time, Staff is asking for Council to approve a Resolution authorizing the submission of a Texas Community Development Block Grant application to the Texas Department of Agriculture for the Community Development Fund.

Recommendation:

To consider a motion to approve a Resolution authorizing the submission of a Texas Community Development Block Grant application to the Texas Department of Agriculture for the Community Development Fund.

RESOLUTION

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAMPASAS, TEXAS, AUTHORIZING THE SUBMISSION OF A TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM APPLICATION TO THE TEXAS DEPARTMENT OF AGRICULTURE FOR THE COMMUNITY DEVELOPMENT FUND.

WHEREAS, the City Council of the City of Lampasas desires to develop a viable community, including decent housing and a suitable living environment and expanding economic opportunities, principally for persons of low-to-moderate income; and

WHEREAS, it is necessary and in the best interests of the City of Lampasas to apply for funding under the Texas Community Development Block Grant Program;

WHEREAS, the City of Lampasas, in consideration for the receipt and acceptance of federal funding if awarded, agrees to comply with all federal rules and regulations including those rules and regulations governing citizen participation and civil rights protections as follows:

- in accordance with Section 109 of Title I of the Housing and Community Development Act (24 CFR 6); the Age Discrimination Act of 1975 (42 U.S.C. 6101-6107); and Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and for construction contracts greater than \$10,000, to take actions to ensure that no person or group is denied benefits such as employment, training, housing, and contracts generated by the CDBG activity, on the basis of race, color, religion, sex, national origin, age, or disability;
- in accordance with Section 3 of the Housing and Urban Development Act of 1968, as amended, and 24 CFR Part 75, to the greatest extent feasible, to provide training and employment opportunities to lower-income residents and contract opportunities to businesses in the Section 3 Service Area;
- in accordance with Section 104(1) of the Housing and Community Development Act, as amended, and the State's certification requirements at 24 CFR 91.325(b)(6), to adopt an excessive force policy that prohibits the use of excessive force against non-violent civil rights demonstrations;
- in accordance with Executive Order 13166, to take reasonable steps to ensure meaningful access to services in federally assisted programs and activities by persons with limited English proficiency (LEP) and must have an LEP plan in place specific to the locality and beneficiaries for each TxCDBG project;
- in accordance with Section 504 of the Rehabilitation Act of 1973, to not discriminate on the basis of disability and agrees to ensure that qualified individuals with disabilities have access to programs and activities that receive federal funds; and
- in accordance with Section 808(e)(5) of the Fair Housing Act (42 USC 3608(e)(5)) that requires HUD programs and activities be administered in a manner affirmatively to further the policies of the Fair Housing Act, to conduct at least one activity during the contract period of the TxCDBG contract, to affirmatively further fair housing; and

WHEREAS, the City of Lampasas, agrees to maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award, and administration of contracts.

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

1. That a Texas Community Development Block Grant Program application for the Community Development Fund is hereby authorized to be filed on behalf of the City with the Texas Department of Agriculture.
2. That the City's application be placed in competition for funding under the Community Development Fund.
3. That the application is for \$500,000.00 of grant funds to provide a _____ improvement project.
4. That all funds will be used in accordance with all applicable federal, state, local, and programmatic requirements including but not limited to procurement, environmental review, labor standards, real property acquisition, and civil rights requirements.
5. That it further be stated that the City of Lampasas is committing \$50,000.00 from its **General Fund** as a cash contribution toward the administration activities of this _____ improvement project.
6. The City of Lampasas **ADOPTS** the following policies:
 - a. Citizen Participation Plan and Grievance Procedures (Form A1013).
7. The City of Lampasas **REAFFIRMS** the following policies:
 - b. Excessive Force Policy (Form A1003);
 - c. Section 504 Policy and Grievance Procedures (Form A1004);
 - d. Fair Housing Policy (Form A1015); and
 - e. Code of Conduct Policy (Form A1002).
8. The City of Lampasas affirms its commitment to conduct a project-specific analysis and take all appropriate action necessary to comply with program requirements for the following:
 - f. Section 3 Economic Opportunity;
 - g. Limited English Proficiency; and
 - h. Activity to Affirmatively Further Fair Housing Choice.

Passed and approved this 27th day of March 2023.

TJ Monroe, Mayor
City of Lampasas, Texas

Becky Sims, City Secretary
City of Lampasas, Texas

§THE CITY OF LAMPASAS
CITIZEN PARTICIPATION PLAN
TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

Note to Grant Recipients regarding Limited English Proficiency (LEP) requirements:

In accordance with federal law, if a significant number of the population are non-English speaking residents and are affected by the TxCDBG project, such citizens should have 'meaningful access' to all aspects of the TxCDBG project. To provide 'meaningful access', Grant Recipients may need to provide interpreter services at public hearings or provide non-English written materials that are routinely provided in English. Examples of such vital documents may include Citizen Participation notices (e.g., complaint procedures, hearings notices), civil rights notices, and any other published notice that may allow an eligible person with limited English proficiency to participate in discussing proposed CDBG activities.

For more information, see LEP.gov

COMPLAINT PROCEDURES

These complaint procedures comply with the requirements of the Texas Department of Agriculture's Texas Community Development Block Grant (TxCDBG) Program and Local Government Requirements found in 24 CFR §570.486 (Code of Federal Regulations). Citizens can obtain a copy of these procedures at the City of Lampasas City Hall, 312 E. Third Street, Lampasas, Texas 76550, (512) 556-6831, during regular business hours.

Below are the formal complaint and grievance procedures regarding the services provided under the TxCDBG project.

1. A person who has a complaint or grievance about any services or activities with respect to the TxCDBG project, whether it is a proposed, ongoing, or completed TxCDBG project, may during regular business hours submit such complaint or grievance, in writing to the City Manager, at 312 E. Third Street, Lampasas, Texas 76550 or may call (512) 556-6831.
2. A copy of the complaint or grievance shall be transmitted by the City Manager to the entity that is the subject of the complaint or grievance and to the City Attorney within five (5) working days after the date of the complaint or grievance was received.
3. The City Manager, or selected appointee shall complete an investigation of the complaint or grievance, if practicable, and provide a timely written answer to the person who made the complaint or grievance within fifteen (15) days.
4. If the investigation cannot be completed within fifteen (15) working days per 3 above, the person who made the grievance or complaint shall be notified, in writing, within the

fifteen (15) days where practicable after receipt of the original complaint or grievance and shall detail when the investigation should be completed.

5. If necessary, the grievance and a written copy of the subsequent investigation shall be forwarded to the TxCDBG for their further review and comment.
6. If appropriate, provide copies of grievance procedures and responses to grievances in English, Spanish, or other appropriate languages.

TECHNICAL ASSISTANCE

When requested, the City shall provide technical assistance to groups that are representative of persons of low- and moderate-income in developing proposals for the use of TxCDBG funds. The City, based on the specific needs of the community's residents at the time of the request, shall determine the level and type of assistance.

PUBLIC HEARING PROVISIONS

For each public hearing scheduled and conducted by the City, the following public hearing provisions shall be observed:

1. Public notice of all hearings must be published or posted at least seventy-two (72) hours prior to the scheduled hearing. The public notice must be published in a local newspaper or posted in two locations, city hall and on the city website, or city hall and one additional location, either in the project area (or) a well-traveled public building. Each public notice must include the date, time, location, and topics to be considered at the public hearing. A published newspaper article can also be used to meet this requirement so long as it meets all content and timing requirements. Notices should also be prominently posted in public buildings and distributed to local Public Housing Authorities and other interested community groups.
2. When a significant number of non-English speaking residents are a part of the potential service area of the TxCDBG project, vital documents such as notices should be published in the predominant language of these non-English speaking citizens.
3. Each public hearing shall be held at a time and location convenient to potential or actual beneficiaries and will include accommodation for persons with disabilities. Persons with disabilities must be able to attend the hearings and the City must make arrangements for individuals who require auxiliary aids or services if contacted at least two days prior to the hearing.
4. A public hearing held prior to the submission of a TxCDBG application must be held after 5:00 PM on a weekday or at a convenient time on a Saturday or Sunday.

5. When a significant number of non-English speaking residents can be reasonably expected to participate in a public hearing, an interpreter should be present to accommodate the needs of the non-English speaking residents.

The City shall comply with the following citizen participation requirements for the preparation and submission of an application for a TxCDBG project:

1. At a minimum, the City shall hold at least one (1) public hearing prior to submitting the application to the Texas Department of Agriculture.
2. The City shall retain documentation of the hearing notice(s), a listing of persons attending the hearing(s), minutes of the hearing(s), and any other records concerning the proposed use of funds for three (3) years from the closeout of the grant to the state. Such records shall be made available to the public in accordance with Chapter 552, Texas Government Code.
3. The public hearing shall include a discussion with citizens as outlined in the applicable TxCDBG application manual to include, but is not limited to, the development of housing and community development needs, the amount of funding available, all eligible activities under the TxCDBG program, and the use of past TxCDBG contract funds, if applicable. Citizens, with particular emphasis on persons of low- and moderate-income who are residents of slum and blight areas, shall be encouraged to submit their views and proposals regarding community development and housing needs. Citizens shall be made aware of the location where they may submit their views and proposals should they be unable to attend the public hearing.
4. When a significant number of non-English speaking residents can be reasonably expected to participate in a public hearing, an interpreter should be present to accommodate the needs of the non-English speaking residents.

The City must comply with the following citizen participation requirements in the event that the City receives funds from the TxCDBG program:

1. The City shall also hold a public hearing concerning any substantial change, as determined by TxCDBG, proposed to be made in the use of TxCDBG funds from one eligible activity to another again using the preceding notice requirements.
2. Upon completion of the TxCDBG project, the City shall hold a public hearing and review its program performance including the actual use of the TxCDBG funds.
3. When a significant number of non-English speaking residents can be reasonably expected to participate in a public hearing, for either a public hearing concerning substantial change to the TxCDBG project or for the closeout of the TxCDBG project, publish the notice in both English and Spanish, or other appropriate language and provide an interpreter at the hearing to accommodate the needs of the non-English speaking residents.

4. The City shall retain documentation of the TxCDBG project, including hearing notice(s), a listing of persons attending the hearing(s), minutes of the hearing(s), and any other records concerning the actual use of funds for a period of three (3) years from the closeout of the grant to the state. Such records shall be made available to the public in accordance with Chapter 552, Texas Government Code.

PASSED AND ADOPTED by the City Council of the City of Lampasas, Texas, on the 27th day of March 2023.

TJ Monroe, Mayor

ATTEST:

Becky Sims, City Secretary

Excessive Force Policy

In accordance with 24 CFR 91.325(b)(6), the City of Lampasas hereby adopts and will enforce the following policy with respect to the use of excessive force:

1. It is the policy of the City of Lampasas to prohibit the use of excessive force by the law enforcement agencies within its jurisdiction against any individual engaged in non-violent civil rights demonstrations.
2. It is also the policy of the City of Lampasas to enforce applicable State and local laws against physically barring entrance to or exit from a facility or location that is the subject of such non-violent civil rights demonstrations within its jurisdiction.
3. The City of Lampasas will introduce and pass a resolution adopting this policy.

As officers and representatives of the City of Lampasas, we the undersigned have read and fully agree to this plan and become a party to the full implementation of this program.


Signature

Mayor
Title

February 8, 2021
Date

Section 504 Policy Against Discrimination based on Handicap and Grievance Procedures

In accordance with 24 CFR Section 8, Nondiscrimination based on Handicap in federally assisted programs and activities of the Department of Housing and Urban Development, Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794), and Section 109 of the Housing and Community Development Act of 1974, as amended (42 U.S.C. 5309), the City of Lampasas hereby adopts the following policy and grievance procedures:

1. Discrimination prohibited. No otherwise qualified individual with handicaps in the United States shall, solely by reason of his or her handicap, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance from the Department of Housing and Urban Development (HUD).
2. The City of Lampasas does not discriminate based on handicap in admission or access to, or treatment or employment in, its federally assisted programs and activities.
3. The City of Lampasas's recruitment materials or publications shall include a statement of this policy in 1. above.
4. The City of Lampasas shall take continuing steps to notify participants, beneficiaries, applicants, and employees, including those with impaired vision or hearing, and unions or professional organizations holding collective bargaining or professional agreements with the recipients that it does not discriminate on the basis of handicap in violation of 24 CFR Part 8.
5. For hearing and visually impaired individuals eligible to be served or likely to be affected by the TxCDBG program, the City of Lampasas shall ensure that they are provided with the information necessary to understand and participate in the TxCDBG program.
6. Grievances and Complaints
 - a. Any person who believes she or he has been subjected to discrimination on the basis of disability may file a grievance under this procedure. It is against the law for the City of Lampasas to retaliate against anyone who files a grievance or cooperates in the investigation of a grievance.
 - b. Complaints should be addressed to Rebecca Sims, City Secretary, 312 E. Third Street, Lampasas, Texas, 76550, who has been designated to coordinate Section 504 compliance efforts.
 - c. A complaint should be filed in writing or verbally, contain the name and address of the person filing it, and briefly describe the alleged violation of the regulations.

- d. A complaint should be filed within thirty (30) working days after the complainant becomes aware of the alleged violation.
- e. An investigation, as may be appropriate, shall follow a filing of a complaint. The investigation will be conducted by Rebecca Sims, City Secretary. Informal but thorough investigations will afford all interested persons and their representatives, if any, an opportunity to submit evidence relevant to a complaint.
- f. A written determination as to the validity of the complaint and description of resolution, if any, shall be issued by Rebecca Sims, and a copy forwarded to the complainant with fifteen (15) working days after the filing of the complaint where practicable.
- g. The Section 504 coordinator shall maintain the files and records of the City of Lampasas relating to the complaint's files.
- h. The complainant can request a reconsideration of the case in instances where he or she is dissatisfied with the determination/resolution as described in f. above. The request for reconsideration should be made to the City of Lampasas within ten working days after the receipt of the written determination/resolution.
- i. The right of a person to a prompt and equitable resolution of the complaint filed hereunder shall not be impaired by the person's pursuit of other remedies such as the filing of a Section 504 complaint with the U.S. Department of Housing and Urban Development. Utilization of this grievance procedure is not a prerequisite to the pursuit of other remedies.
- j. These procedures shall be construed to protect the substantive rights of interested persons, to meet appropriate due process standards and assure that the City of Lampasas complies with Section 504 and HUD regulations.



Signature/Title

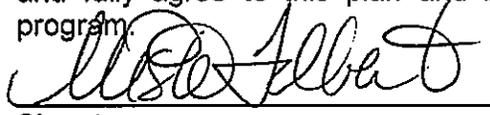
February 8, 2021
Date

Fair Housing Policy

In accordance with Fair Housing Act, the City of Lampasas hereby adopts the following policy with respect to the Affirmatively Furthering Fair Housing:

1. The City of Lampasas agrees to affirmatively further fair housing choice for all seven protected classes (race, color, religion, sex, disability, familial status, and national origin).
2. The City of Lampasas agrees to plan at least one activity during the contract term to affirmatively further fair housing.
3. The City of Lampasas will introduce and pass a resolution adopting this policy.

As officers and representatives of The City of Lampasas, we the undersigned have read and fully agree to this plan and become a party to the full implementation of this program.


Signature

Mayor
Title

February 8, 2021
Date

CODE OF CONDUCT POLICY

These procedures are intended to serve as guidelines for the procurement of supplies, equipment, construction services and professional services for the Texas Community Development Block Grant (TxCDBG) Program. The regulations related to conflict of interest and nepotism may be found at the Texas Government Code Chapter 573, Texas Local Government Code Chapter 171, Uniform Grant Management Standards by Texas Comptroller, 24 CFR 570.489(g) & (h), and 2 CFR 200.318.

CODE OF CONDUCT

As a Grant Recipient of a TxCDBG contract, City of Lampasas shall avoid, neutralize or mitigate actual or potential conflicts of interest so as to prevent an unfair competitive advantage or the existence of conflicting roles that might impair the performance of the TxCDBG contract or impact the integrity of the procurement process.

For procurement of goods and services, no employee, officer, or agent of the City of Lampasas shall participate in the selection, award, or administration of a contract supported by TxCDBG funds if he or she has a real or apparent conflict of interest. Such a conflict could arise if the employee, officer or agent; any member of his/her immediate family; his/her partner; or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.

No officer, employee, or agent of the City of Lampasas shall solicit or accept gratuities, favors or anything of monetary value from contractors or firms, potential contractors or firms, or parties to sub-agreements, except where the financial interest is not substantial or the gift is an unsolicited item of nominal intrinsic value.

Contractors that develop or draft specifications, requirements, statements of work, or invitations for bids or requests for proposals must be excluded from competing for such procurements.

For all other cases, no employee, agent, consultant, officer, or elected or appointed official of the state, or of a unit of general local government, or of any designated public agencies, or subrecipients which are receiving TxCDBG funds, that has any CDBG function/responsibility, or is in a position to participate in a decision-making process or gain inside information, may obtain a financial interest or benefit from the TxCDBG activity.

The conflict-of-interest restrictions and procurement requirements identified herein shall apply to a benefitting business, utility provider, or other third-party entity that is receiving assistance, directly or indirectly, under a TxCDBG contract or award, or that is required to complete some or all work under the TxCDBG contract to meet the National Program Objective.

Any person or entity including any benefitting business, utility provider, or other third-party entity that is receiving assistance, directly or indirectly, under a TxCDBG contract or award, or that is required to complete some or all work under the TxCDBG contract in order to meet a National Program Objective, that might potentially receive benefits from TxCDBG awards may not participate in the selection, award, or administration of a contract supported by CDBG funding.

Any alleged violations of these standards of conduct shall be referred to the City of Lampasas Attorney. Where violations appear to have occurred, the offending employee, officer or agent shall be subject to disciplinary action, including but not limited to dismissal or transfer; where violations or infractions

City Manager

ITEM NO. 7.3

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

Subject:

Discussion and possible action to approve a Resolution authorizing city representatives to act in matters pertaining to the city's participation in the Texas Community Development Block Grant.

Requested By: Becky Sims, City Secretary

Submitted By: Becky Sims, City Secretary

Date Submitted: March 22, 2023

For the Agenda of: March 27, 2023

Procurement and Funding Statement:

N/A

Attachments: Grant Documents

Summary Statement:

In December 2022 the City of Lampasas held a Public Hearing to advise the community of the intent to submit application to the Texas Department of Agriculture for a Texas Community Development Block Grant Program (TxCDBG) to obtain citizen feedback. At the March 13, 2023 City Council meeting, Council awarded administration services to Langford Community Management Services and engineering design services to Eckermann Engineering. At this time, we are asking for Council to approve a Resolution authorizing city representative to act in matters pertaining to the city's participation in the Texas Community Development Block Grant Program.

Recommendation:

To consider a motion to approve a Resolution authorizing city representatives to act in matters pertaining to the city's participation in the Texas Community Development Block Grant Program.

RESOLUTION

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAMPASAS, TEXAS AUTHORIZING CITY REPRESENTATIVES IN MATTERS PERTAINING TO THE CITY'S PARTICIPATION IN THE TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM.

WHEREAS, the City Council of the City of Lampasas desires to develop a viable community, including decent housing and a suitable living environment and expanding economic opportunities, principally for persons of low-to-moderate income; and

WHEREAS, it is necessary and in the best interests of the City of Lampasas to participate in the Texas Community Development Block Grant Program; and

WHEREAS, the City Council of the City of Lampasas is committed to compliance with federal, state, and program rules, including the current TxCDBG Project Implementation Manual; and

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

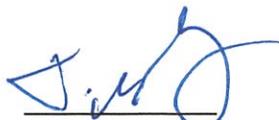
That the City Council directs and designates the following to act in all matters in connection with any grant application and the City's participation in the Texas Community Development Block Grant Program:

- The **Mayor, City Manager, and/or Assistant City Administrator** shall serve as the City's Chief Executive Officer and Authorized Representative to
 - o execute a grant application and any subsequent contractual documents,
 - o certify environmental review documents between the Texas Department of Agriculture and the City, and
 - o certify the Payment Request form and/or other forms required for requesting funds to reimburse project costs, and
 - o be assigned the role of Authorized Official in the TDA-GO grant management system.
- In addition to the above-designated officials, should any grant be funded the **Finance Director, City Secretary, and City Council Members** are authorized to
 - o certify the Payment Request form and/or other forms required for requesting funds to reimburse project costs,
 - o prepare and submit other financial documentation, and
 - o be assigned the role of Project Director or Payment Processor in the TDA-GO grant management system.

Passed and approved this 27th day of March 2023.

TJ Monroe, Mayor
City of Lampasas, Texas

Becky Sims, City Secretary
City of Lampasas, Texas


City ManagerITEM NO. 7.4

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

Subject:

Discussion and possible action to approve a Resolution to declare an area of the designated Historic Downtown/Commercial District as a blighted area.

Requested By: Becky Sims, City Secretary**Submitted By:** Becky Sims, City Secretary**Date Submitted:** March 22, 2023**For the Agenda of:** March 27, 2023**Procurement and Funding Statement:**

N/A

Attachments: Grant Documents

Summary Statement:

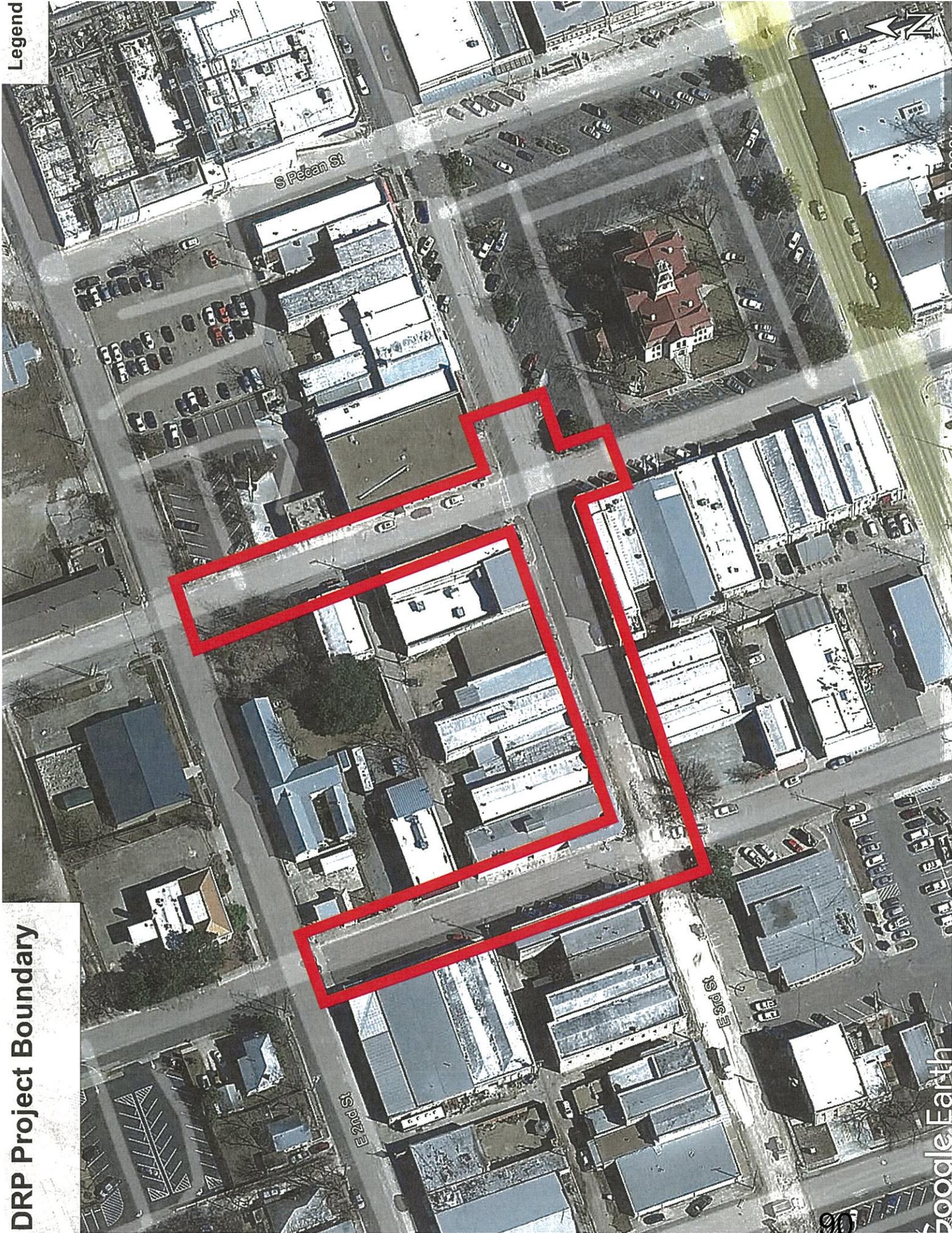
In December 2022 the City of Lampasas held a Public Hearing to advise the community of the intent to submit application to the Texas Department of Agriculture for a Texas Community Development Block Grant Program (TxCDBG) and to obtain citizen feedback. At the March 13, 2023 City Council meeting, Council awarded administration services to Langford Community Management Services and engineering design services to Eckermann Engineering. At this time, Staff is asking Council to approve a Resolution to declare an area of the designated Historic Downtown/Commercial District as a blighted area.

Recommendation:

To consider a motion to approve a Resolution to declare an area of the designated Historic Downtown/Commercial District as a blighted area.

DRP Project Boundary

Legend



S Pecan St

E 2nd St

E 3rd St

A RESOLUTION OF THE CITY OF LAMPASAS, TEXAS, FINDING THAT CONDITIONS EXIST WITHIN THE DESIGNATED HISTORIC DOWNTOWN/COMMERCIAL DISTRICT OF THE CITY WHICH ARE DETRIMENTAL TO THE PUBLIC HEALTH, SAFETY, AND WELFARE OF THE COMMUNITY AND, THEREFORE, ARE DECLARED TO CONSTITUTE A BLIGHTED AREA.

WHEREAS, the City Council of the City of Lampasas has reviewed and evaluated conditions in the Historic Downtown/Commercial district of the municipality; and

WHEREAS, the City Council has found conditions which are detrimental to the public health, safety, and welfare of the community within the district as follows- cracked, broken, and uneven sidewalks, lack of adequate walkways, and lack of handicap accessible ramping; and,

WHEREAS, the existence of said conditions are detrimental to the public health, safety, and welfare due to the possibility of injury;

WHEREAS, the City Council of Lampasas has authorized an application for funding under the Downtown Revitalization Program, as follows:

Rehabilitate and replace cracked, broken, and uneven sidewalks and provide ADA-compliant sidewalks and ramps including possible drainage, streets, and lighting.

WHEREAS, these project activities will aid in the elimination of blight in the community by rehabilitation, replacement, and expansion of existing sidewalks and facilities and provide ADA-compliant sidewalks and ramps including possible drainage, streets, and lighting.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAMPASAS, TEXAS THAT THE AREA IDENTIFIED IN THE FOLLOWING DESCRIPTION AND OUTLINED ON THE MAP ATTACHED HERETO AS HISTORIC DOWNTOWN/COMMERCIAL DISTRICT HAS BEEN DETERMINED TO BE A BLIGHTED AREA.

Boundaries:

The limits will generally extend along both sides of Western from 2nd to 3rd, along both sides of Live Oak from 2nd to 3rd, and both sides of 3rd from Western passed Live Oak toward Pecan.

PASSED AND APPROVED this ____ day of _____, 2023.

TJ Monroe, Mayor

ATTEST

Becky Sims, City Secretary

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City ManagerITEM NO. 7.5

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

Subject:

Discussion and possible action to approve a Resolution authorizing the submission of a Downtown Revitalization Program (DRP) application to the Texas Department of Agriculture.

Requested By: Becky Sims, City Secretary**Submitted By:** Becky Sims, City Secretary**Date Submitted:** March 22, 2023**For the Agenda of:** March 27, 2023**Procurement and Funding Statement:**

N/A

Attachments: Grant Documents

Summary Statement:

In December 2022 the City of Lampasas held a Public Hearing to advise the community of the intent to submit application to the Texas Department of Agriculture for a Texas Community Development Block Grant Program (TxCDBG) and to obtain citizen feedback. At the March 13, 2023 City Council meeting, Council awarded administration services to Langford Community Management Services and engineering design services to Eckermann Engineering. At this time, Staff is asking Council to approve a Resolution authorizing the submission of a Downtown Revitalization Program (DRP) application to the Texas Department of Agriculture.

Recommendation:

To consider a motion to approve a Resolution authorizing the submission of a Downtown Revitalization Program (DRP) application to the Texas Department of Agriculture.

RESOLUTION

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAMPASAS, TEXAS, AUTHORIZING THE SUBMISSION OF A TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM APPLICATION TO THE TEXAS DEPARTMENT OF AGRICULTURE FOR THE DOWNTOWN REVITALIZATION PROGRAM FUND.

WHEREAS, the City Council of the City of Lampasas desires to develop a viable community, including decent housing and a suitable living environment and expanding economic opportunities, principally for persons of low-to-moderate income; and

WHEREAS, it is necessary and in the best interests of the City of Lampasas to apply for funding under the Texas Community Development Block Grant Program;

WHEREAS, the City of Lampasas, in consideration for the receipt and acceptance of federal funding if awarded, agrees to comply with all federal rules and regulations including those rules and regulations governing citizen participation and civil rights protections as follows:

- in accordance with Section 109 of Title I of the Housing and Community Development Act (24 CFR 6); the Age Discrimination Act of 1975 (42 U.S.C. 6101-6107); and Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and for construction contracts greater than \$10,000, to take actions to ensure that no person or group is denied benefits such as employment, training, housing, and contracts generated by the CDBG activity, on the basis of race, color, religion, sex, national origin, age, or disability;
- in accordance with Section 3 of the Housing and Urban Development Act of 1968, as amended, and 24 CFR Part 75, to the greatest extent feasible, to provide training and employment opportunities to lower-income residents and contract opportunities to businesses in the Section 3 Service Area;
- in accordance with Section 104(1) of the Housing and Community Development Act, as amended, and the State's certification requirements at 24 CFR 91.325(b)(6), to adopt an excessive force policy that prohibits the use of excessive force against non-violent civil rights demonstrations;
- in accordance with Executive Order 13166, to take reasonable steps to ensure meaningful access to services in federally assisted programs and activities by persons with limited English proficiency (LEP) and must have an LEP plan in place specific to the locality and beneficiaries for each TxCDBG project;
- in accordance with Section 504 of the Rehabilitation Act of 1973, to not discriminate on the basis of disability and agrees to ensure that qualified individuals with disabilities have access to programs and activities that receive federal funds; and
- in accordance with Section 808(e)(5) of the Fair Housing Act (42 USC 3608(e)(5)) that requires HUD programs and activities be administered in a manner affirmatively to further the policies of the Fair Housing Act, to conduct at least one activity during the contract period of the TxCDBG contract, to affirmatively further fair housing; and

WHEREAS, the City of Lampasas, agrees to maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award, and administration of contracts.

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

1. That a Texas Community Development Block Grant Program application for the Community Development Fund is hereby authorized to be filed on behalf of the City with the Texas Department of Agriculture.
2. That the City's application be placed in competition for funding under the Community Development Fund.
3. That the application be for up to \$500,000.00 of grant funds to provide **ADA-compliant downtown sidewalks including possible drainage, streets, and lighting improvements.**
4. That all funds will be used in accordance with all applicable federal, state, local, and programmatic requirements including but not limited to procurement, environmental review, labor standards, real property acquisition, and civil rights requirements.
5. That it further be stated that the City of Lampasas is committing up to **\$75,000.00, or 15% of the total grant request** from its **General Fund** as a cash contribution toward the administration activities of this **downtown revitalization project.**
6. The City of Lampasas **REAFFIRMS** the following policies:
 - a. Citizen Participation Plan and Grievance Procedures (Form A1013);
 - b. Excessive Force Policy (Form A1003);
 - c. Section 504 Policy and Grievance Procedures (Form A1004);
 - d. Fair Housing Policy (Form A1015); and
 - e. Code of Conduct Policy (Form A1002).
7. The City of Lampasas affirms its commitment to conduct a project-specific analysis and take all appropriate action necessary to comply with program requirements for the following:
 - f. Section 3 Economic Opportunity;
 - g. Limited English Proficiency; and
 - h. Activity to Affirmatively Further Fair Housing Choice.

Passed and approved this 27th day of March 2023.

TL Monroe, Mayor
City of Lampasas, Texas

Becky Sims, City Secretary
City of Lampasas, Texas

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City Manager

ITEM NO. 7.6

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

Subject:

Discussion and possible action to approve a Resolution authorizing the signatories for the 2023 Downtown Revitalization Program (DRP) application and future grants administered through Texas Department of Agriculture TDA Go grants online.

Requested By: Becky Sims, City Secretary

Submitted By: Becky Sims, City Secretary

Date Submitted: March 22, 2023

For the Agenda of: March 27, 2023

Procurement and Funding Statement:

N/A

Attachments: Grant Documents

Summary Statement:

In December 2022 the City of Lampasas held a Public Hearing to advise the community of the intent to submit application to the Texas Department of Agriculture for a Texas Community Development Block Grant Program (TxCDBG) and to obtain citizen feedback. At the March 13, 2023 City Council meeting, Council awarded administration services to Langford Community Management Services and engineering design services to Eckermann Engineering. At this time, Staff is asking Council to approve a Resolution authorizing the signatories for the 2023 Downtown Revitalization Program (DRP) application and future grants administered through Texas Department of Agriculture TDA Go grants online.

Recommendation:

To consider a motion to approve a Resolution authorizing the signatories for the 2023 Downtown Revitalization Program (DRP) application and future grants administered through Texas Department of Agriculture TDA Go grants online.

RESOLUTION

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAMPASAS, TEXAS AUTHORIZING CITY REPRESENTATIVES IN MATTERS PERTAINING TO THE CITY'S PARTICIPATION IN THE TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT DOWNTOWN REVITALIZATION PROGRAM.

WHEREAS, the City Council of the City of Lampasas desires to develop a viable community, including decent housing and a suitable living environment and expanding economic opportunities, principally for persons of low-to-moderate income; and

WHEREAS, it is necessary and in the best interests of the City of Lampasas to participate in the Texas Community Development Block Grant Program; and

WHEREAS, the City Council of the City of Lampasas is committed to compliance with federal, state, and program rules, including the current TxCDBG Project Implementation Manual; and

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

That the City Council directs and designates the following to act in all matters in connection with any grant application and the City's participation in the Texas Community Development Block Grant Program:

- The **Mayor, City Manager, and/or Assistant City Manager** shall serve as the City's Chief Executive Officer and Authorized Representative to
 - o execute a grant application and any subsequent contractual documents,
 - o certify environmental review documents between the Texas Department of Agriculture and the City, and
 - o certify the Payment Request form and/or other forms required for requesting funds to reimburse project costs, and
 - o be assigned the role of Authorized Official in the TDA-GO grant management system.
- In addition to the above-designated officials, should any grant be funded the **Finance Director, City Secretary, and City Council Members** are authorized to
 - o certify the Payment Request form and/or other forms required for requesting funds to reimburse project costs,
 - o prepare and submit other financial documentation, and
 - o be assigned the role of Project Director or Payment Processor in the TDA-GO grant management system.

Passed and approved this 27th day of March 2023.

TJ Monroe, Mayor
City of Lampasas, Texas

Becky Sims, City Secretary
City of Lampasas, Texas


City ManagerITEM NO. 7.7

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

Subject:

Discussion and possible action regarding request from the Lampasas County Chamber of Commerce for Hotel Occupancy Tax funds in the amount of \$7,013.74 for event expenses related to the Riata Roundup Rodeo & LTX BBQ Fest on April 27-29, 2023.

Requested By: Melissa Unger, Chamber Director

Submitted By: Becky Sims, City Secretary

Date Submitted: March 22, 2023

For the Agenda of: March 27, 2023

Procurement and Funding Statement:

Funding is available in the HOT Fund Account 40 for FY 2022/2023.

Attachments: HOT Fund Request Form & Advertising Plan

Summary Statement:

The attached request is eligible for HOT funding. The event has been most recently funded in 2022 in the amount of \$7,287.74. The two events are being combined to increase the attendance, pool resources, offer more activities to both events, and draw similar crowds to Lampasas. They have also combined them to prevent conflict with other events taking place in the community throughout the year. The HOT funds requested will be used to advertise and promote the event, bringing tourists to Lampasas, and to cover operational costs to host the Riata Roundup Rodeo & LTX BBQ Fest. Some items include but are not limited to hotel rooms for the contracted rodeo company/producer (Diamond Cross Rodeo Co.), sanctioning fees and event vendor costs required to host the event. Melissa Unger will be in attendance to present her intent for funding for this event and answer any questions/concerns.

Recommendation:

To consider a motion to approve HOT funds in the amount of \$7,013.74 for event expenses related to the Riata Roundup Rodeo & LTX BBQ Fest on April 27-29, 2023.

HOTEL OCCUPANCY TAX USE GUIDELINES UNDER TEXAS STATE LAW AND FUNDING APPLICATION FORM

State Law: By law of the State of Texas, the City of Lampasas collects a Hotel Occupancy Tax (HOT) from hotels, motels, and bed & breakfasts and inns. Per Chapter 351, Texas Tax Code, There is a two part test that every expenditure must pass to be valid.

1. The expenditure must directly enhance and promote tourism *and* the convention and hotel industry.
2. The expenditure must clearly fit into one of the seven statutory categories for expenditure of local hotel occupancy tax revenues:
 - i) **Convention Centers and Visitor Information Centers**
 - ii) **Registration of Convention Delegates**
 - iii) **Advertising, Solicitations and Promotions that Directly Promote Tourism and the Hotel and Convention Industry**
 - iv) **Promotions of the Arts that Directly Promote Tourism and the Hotel and Convention Industry**
 - v) **Historical Restoration and Preservation Activities that Directly Promote Tourism and the Hotel and Convention Industry**
 - vi) **Sporting Event Expenses that Substantially Increase Economic Activity at Hotels**
 - vii) **Enhancement and upgrading of existing sport facilities or fields**

City Policy: The City of Lampasas accepts applications from groups, businesses, and organizations whose program fits into one or more of the above categories. All requests for funds should be submitted in writing accompanied by the official application at least 60 days prior to the event or request for funds. The application will be reviewed by the Lampasas City Council at the earliest possible regularly scheduled meeting. The applicant may be asked to be present at the meeting to answer any questions regarding the application. Applicants will be notified one week prior to the meeting of the time and place for the review. The Lampasas City Council will make the final decision regarding any requests for Hotel Occupancy Tax expenditures.

Eligibility and Priority for Hotel Tax Funds: Priority will be given to those events and entities based on their ability to generate overnight visitors to Lampasas. If an event will not generate any meaningful hotel night activity, it is not eligible for receipt of hotel occupancy tax funds. Events can prove this potential to generate overnight visitors by:

- a) **historic information on the number of room nights used during previous years of the same events.**
- b) **current information on the size of a room block that has been reserved at area hotels to accommodate anticipated overnight guests attending the event requesting hotel tax funds.**
- c) **historical information on the number of guests at hotel or other lodging facilities that attended the funded event or facility; and/or**
- d) **examples of marketing of the activity, event, or facilities that are likely to generate encourage overnight visitors to local lodging properties.**

Use of Local Vendors: The City of Lampasas encourages all event organizers to patronize local businesses for food, supplies, materials, printing, etc.

Use of Revenues from Event: A portion of the revenues from any event and/or project receiving any type of funding assistance from the HOT funds should be channeled back into the future costs of operating that same event or the continued operation of the project.

Supplemental Information Required with Application: Along with the application, please submit the following:

Proposed Marketing Plan for Funded Event

Schedule of activities, events or facility programs relating to the request

Funded Projects or Events will be required to submit a Post Event Evaluation; required to provide a link on the event or facility website to LampasasLodging.com, and to use www.LampasasLodging.com on any print advertising; and submit any invoices for reimbursement within 60 days of the conclusion of the event.

Submit to: Stacey Ybarra, LEDC Director
312 E. Third
Lampasas, TX 76550
Email: sybarra@cityoflampasas.com
Phone: 512-556-6831

Application

Organization Information

Date: March 20, 2023

Name of Organization: Lampasas County Chamber of Commerce and Visitor Center

Address: 205 S Hwy 281/P.O. Box 627

City, State, Zip: Lampasas, TX 76550

Contact Name: Melissa Unger

Contact Phone Number: 512-556-5172

Web Site Address for Event or Sponsoring Entity www.lampasaschamber.org

Is your organization: Non-Profit Private/For Profit

Tax ID #: 74-736310 Entity's Creation Date: 1977

Purpose of your organization: To promote business, economic growth and tourism by partnering with current and future Chamber members, community leaders and citizens of Lampasas County to host events and put money back into the community.

Name of Event, Project or Facility Riata Roundup Rodeo & LTX BBQ Fest

Date of Event or Project: Thursday, Friday & Saturday, April 27-29, 2023

Primary Location of Event or Project: 580 Sports Complex, Lampasas, TX

Amount Requested: \$7,013.74

How will the funds be used: The two events were combined to increase the attendance, pool resources, offer more activities to both events, and draw similar crowds to Lampasas. We have also put them together to not conflict with other events taking place in the community throughout the year. The funds requested from HOT Funds will be used to cover operational costs to host the Riata Roundup Rodeo & LTX BBQ Fest. Some of the items include but are not limited to hotel rooms for the contracted rodeo company/producer (Diamond Cross Rodeo Co.), sanctioning fees, and event vendor costs required to host the event.

Primary Purpose of Funded Activity/Facility: To increase tourism for the community of Lampasas and generate additional revenue for all local businesses and the hotel/motel industry by promoting and hosting this 3-day event.

Percentage of Hotel Tax Support of Related Costs

40-100% Note Percentage of Total Event Costs Covered by Hotel Occupancy Tax

25% Note Percentage of Total Facility Costs Covered by Hotel Occupancy Tax

25% Note Percentage of Staff Costs Covered by Hotel Occupancy Tax

If staff costs are covered, estimate percentage of time staff spends annually on the funded event(s) compared to other activities N/A

Check Which Categories Apply to Funding Request and Amount Requested Under Each Category:

1. Convention Center or Visitor Information Center: construction, improvement, equipping, repairing, operation and maintenance of convention center facilities or visitor information centers, or both

2. Registration of Convention Delegates: furnishing of facilities, personnel, and materials for the registration of convention delegates or registrants;

3. Advertising, Solicitations, Promotional programs to attract tourists and convention delegates or registrants to the municipality or its vicinity. \$2,026.24

4. Promotion of the Arts that Directly Enhance Tourism and the Hotel & Convention Industry: encouragement, promotion, improvement, and application of the arts, including instrumental and vocal music, dance, drama, folk art, creative writing, architecture, design and allied fields, painting, sculpture photography, graphic and craft arts, motion picture, radio, television, tape and sound recording, and other arts related to the presentation, performance, execution, and exhibition of these major art forms;

5. Historical restoration and preservation projects or activities or advertising and conducting solicitation and promotional programs to encourage tourists and convention delegates to visit preserved historic sites or museums;

Expenses including promotional expenses, related to a sporting event in which most participants are tourists who substantially increase economic activity at hotels and motels within the city or its vicinity. \$4,987.50-Facility & Staff Expenses

Sporting Related Event Funding:

If the event is a sporting related function/facility: How many individuals are expected to participate? The number of adult rodeo entries can be anywhere from 300-600. There will also be additional participants for the Queen and Princess contest, team roping, and mutton bustin' activities. In addition, there will be more attendees for the BBQ Cook-off including BBQ teams and kids with their families for the Kid's Que competition.

If the event is a sporting related function/facility: How many of the participants are expected to be from another city or county? Many of the Rodeo and team roping participants along with the attendees watching the event will not be from Lampasas or Lampasas County. The Queen & Princess participants will be from within Lampasas County and a portion from surrounding areas. The marketing done for this event is focused on participants who travel the rodeo, and BBQ circuits. We also have several vendors who will be exhibiting and bring people to attend. Therefore, competitors for all activities will come from as far as Louisiana, Oklahoma, and the major Texas cities.

If the event is a sporting related function/facility: Quantify how the funded activity will substantially increase economic activity at hotel and motels within the city or its vicinity? This is a 3-day event and participants will be staying the night in local hotels and motels; most of them for 2 nights. The Chamber/Visitor Center also has rooms reserved for this event beginning on Wednesday 4/26.

Questions for All Funding Requests:

How many years have you held this Event or Project; or how many years have you been operating the qualified facility? This will be the 2nd time at 580 Sports complex, but the event has been held for 19+ years.

Expected Attendance: 4k to 6k over the 3-day period (Queen's court taking place earlier in the week.)

How many people attending the Event or Project will use Lampasas hotels, motels, or bed & breakfasts? 40-50%

How many nights will they stay: 2 to 3

Do you reserve a room block for this event at an area hotel and if so, for how many rooms and at which hotels: We are contracted to reserve 4 room (3 night) stays at a local hotel for our rodeo contractor, Diamond Cross Rodeo Co. & 1-night for the BBQ Head Judge.

Do your promotional materials and website note area lodging facilities that can host participants? Yes
(please attach copy if available)

Have you negotiated a lodging rate at any hotels for participants of your event? Yes

Please list other years (over the last three years) that you have hosted your Event or Project with amount of assistance given from HOT and the number of hotel rooms used:

City	Month/Year Held	Assistance Amount	Number of Hotel Rooms Used
			<i>Hotels no longer provide Occupancy reports</i>
Rodeo-	April 2022 (Events Combined)	\$7,287.74	
	July 2021	\$5,161.25	
	April 2020	Cancelled due to COVID	
BBQ-	September 2021	\$2,260.24	
	September 2020	\$1,908.74	

How will you measure the impact of your event on area hotel activity? Through established room blocks being filled and surveying hotels, motels, B&Bs and RV parks after the event.

Please list other organizations, government entities and grants that have offered financial support to your project: We have had 75+ sponsors and several product donors for this event.

Please check all promotion efforts your organization is coordinating, and the amount financially committed to each media outlet: *(See Attached HOT Funding Expense Breakdown)*

Social Media: \$200 Newspaper & Magazine: \$1,366.24 (also FREE articles/ads and event listings-digital)

Radio \$160 TV & Online: FREE listings on event calendars Direct Mail: _____

Press Releases to Media: \$0- Emailed out to Media

Other: Promoting via email marketing, listed on various websites, and in rodeo listings/bbq forums- \$300

What areas does your advertising and promotion reach: Lampasas County and targeted/surrounding locations in Louisiana, Oklahoma, and Texas including other rodeo events/festivals, bbq cook-offs, and contestants/families.

What number of individuals will your proposed marketing reach that are in another city or county? Millions living outside of the Lampasas County zip codes (digital.)

If a permanent facility (e.g. museum, visitor center)

Expected Attendance Monthly/Annually: N/A

Please note percentage of those in Attendance that are Staying at Area Hotels/Lodging Facilities: N/A

2023 Riata Roundup Rodeo & LTX BBQ FEST
Advertising Plan and HOT Funding Request Break-Down

Social Media

Facebook	\$ 200.00
Press Releases to Media	\$ 0.00
San Saba News	\$ 207.50
The Llano News	\$ 239.00
Johnson City Record Courier	\$ 207.50
KDH (Multiple publications)	\$ 550.00
Hill Country Publishing (Ads, Press Release, Print & Digital)- 40%	\$ 405.60- \$162.24
KCYL & Hill Country Radio (Digital, On-Air, & Interview)	\$ 400.00- \$160.00
Rodeo & BBQ Publications (Various)	\$ 300.00
Texas Press Online	
Statewide online advertising	\$ 0.00
Television Station Calendars	
Austin, Waco & Temple TV Stations; online input	\$ 0.00
Community Calendars	
Hamilton Cty. Electric Co-Op, City of Lampasas, Etc.	\$ 0.00
Texas Highways Events Magazine Calendar	
Online and digital	\$ 0.00
TOTAL ADVERTISING	\$2,026.24

OTHER HOT FUNDING REQUESTS (25%)

Rodeo Producer	\$15,750.00- \$3,937.50
Hotel Rooms- (Production Co. (6) Room Nights)	\$1,400.00- \$350.00
Restrooms and Handwashing Stations	\$1,000.00- \$250.00
CBA Judging Fees to run the competition	\$300.00- \$75.00
Security	\$1,500.00- \$375.00
TOTAL EVENT COSTS	\$4,987.50

TOTAL REQUESTED FUNDS **\$7,013.74**

*These events were combined in 2022. Therefore, from here forward, the amount requested will be a combination of both Rodeo & BBQ HOT Fund requests & budgets. *Costs are approx. amounts based on pricing from 2022. Request is less than the amount requested in 2022.


City ManagerITEM NO. 7.8

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

Subject:

Discussion and possible action regarding the first reading of an Ordinance amending Chapter 54, Parks and Recreation, Lampasas Code of Ordinances.

Requested By: Becky Sims, City Secretary

Submitted By: Becky Sims, City Secretary

Date Submitted: March 22, 2023

For the Agenda of: March 27, 2023

Procurement and Funding Statement:**Attachments:**

Summary Statement:

Staff has reviewed Chapter 54, Parks and Recreation, Article III- Regulations, Division 2 Sulphur Creek and Division 3 Parks to update language that is inconsistent with practices such as hours of operation, permitting and departmental responsibilities and to add Skate Park Rules.

Recommendation:

To consider a motion a motion to approve the first reading of an Ordinance amending Chapter 54, Parks and Recreation, Lampasas Code of Ordinances, specifically Article III- Regulations, Division 2 Sulphur Creek and Division 3 Parks.

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City ManagerITEM NO. 7.9

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

Subject:

Discussion and possible action regarding the first reading of an Ordinance to re-adopt Chapter 50, Article II, Sec. 50:31-36 Curfew for Minors

Requested By: Jody Cummings, Police Chief

Submitted by: Jody Cummings, Police Chief

Date Submitted: March 23, 2023

For the agenda of: March 27, 2023

Procurement and Funding Statement:

N/A

Attachments: City Ordinance

Summary Statement:

Texas Local Government Code Sec. 370.002. Review of juvenile curfew order or ordinance. (a) Before the third anniversary of the date of adoption of a juvenile curfew ordinance by a general-law municipality or a home-rule municipality or an order of a county commissioners court, and every third year thereafter, the governing body of the general-law municipality or home-rule municipality or the commissioners court of the county shall: (1) review the ordinance or order's effects on the community and on problems the ordinance or order was intended to remedy; (2) conduct public hearings on the need to continue the ordinance or order; and (3) abolish, continue, or modify the ordinance or order. (b) Failure to act in accordance with Subsections (a)(1)-(3) shall cause the ordinance or order to expire.

Recommendation:

Consider a motion to approve the first reading of an Ordinance to re-adopt Chapter 50, Article II, Sec. 50:31-36 Curfew for Minors.

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City Manager

ITEM NO. 7.10

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

Subject:

Discussion and possible action regarding Notice of General Election for Municipalities for the May 6, 2023 Election.

Requested by: Becky Sims, City Secretary

Submitted by: Becky Sims, City Secretary

Date Submitted: March 22, 2023

For the agenda of: March 27, 2023

Procurement and Funding Statement:

N/A

Attachments: Ordinance

Summary Statement:

This item has been placed on the agenda to issue the Notice of Election to be held on the May 6, 2023.

Recommendation:

To consider a motion to issue the Notice of Election to be held May 6, 2023.

AW1-11
Prescribed by Secretary of State
Sections 4.004, 83.010, 85.004, 85.007, Texas Election Code
9/2009

**NOTICE OF GENERAL ELECTION
(AVISO DE ELECCION GENERAL)**

To the Registered Voters of the City of Lampasas, Texas:
(A los votantes registrados del Ciudad de Lampasas, Texas):

Notice is hereby given that the polling place listed below will be open from 7:00 a.m. to 7:00 p.m. on May 6, 2023, for voting in a General Election, to elect:

City Council members: Mayor
Council member Place One
Council member Place Two
Council member Place Six

(Aviso por este medio es dado que los lugares de votación a continuación será abiertos de 7:00 a.m. hasta las 7:00 p.m. el 06 de Mayo de 2023, para votar en unas elecciones generales, para elegir):

*Alcalde
Miembro del Concilio Lugar Uno
Miembro del Concilio Lugar Dos
Miembro del Concilio Lugar Seis*

Location of Election Day Polling Places
(Ubicación de centros de votación del día de las elecciones)

Lampasas County Elections Office 407 S. Pecan, Suite 102 Lampasas, TX 76550	Kempner Fire Training Center 315 Pecan Street Kempner, TX 76539
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Early Voting by personal appearance will be conducted each weekday at the Lampasas County Elections Administrator Office, 407 S. Pecan, Suite 102, Lampasas, TX, between the hours of 8:00 a.m. and 5:00 p.m. beginning on April 25, 2023 and ending on May 2, 2023.

(Votación adelantada en persona se llevará a cabo cada semana en Elecciones Administrador oficina, 407 S. Pecan, Suite 102, Lampasas, Texas, entre las horas de ocho de la mañana y y cinco de la tarde partir del 25 de Abril, 2023 y el 2 de Mayo de 2023.)

Additional early voting will be held at the same location as follows: April 25 and May 2, 2023 from 7:00 a.m. – 7:00 p.m.

(Adicional la votación anticipada se llevará a cabo en el mismo lugar como sigue: el 25 de Abril y 2 de Mayo de 2023 de 7:00 a.m. – 7:00 p.m.)

Applications for ballot by mail shall be mailed to:
(Solicitudes de voto por correo se le enviará a:)

Mark Bishop, Elections Administrator
407 S. Pecan, Suite 102
Lampasas, TX 76550

Application for ballots by mail must be received no later than the close of business on April 25, 2023.

(Solicitud de votos por correo deberá recibirse no más tarde del cierre de actividades el 25 de Abril, 2023.)

Issued this the _____ day of _____, 2023
(Emitada este día _____ de _____, 2023)

Signature of Presiding Officer *(Firma del Oficial que Preside)*

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NOTICE OF RATE CHANGE REQUEST

On March 14, 2023, CenterPoint Energy Houston Electric LLC (“CenterPoint Houston”) filed its Application for Interim Update of Wholesale Transmission Rates pursuant to 16 Tex. Admin. Code (“TAC”) § 25.192(h). CenterPoint Houston’s Application seeks an interim adjustment to the previously approved transmission cost of service and wholesale transmission rate in its Wholesale Transmission Service (“WTS”) Tariff due to transmission investment in excess of the level currently authorized in rates. If approved, the total rate base interim increase above the currently approved baseline will be \$366,661,154, with a total revenue requirement interim increase of \$39,504,324 above the currently approved baseline, and an updated interim transmission annual rate per kW of \$7.253965. The proposed interim revenue requirement increase represents an approximate 7.6% increase in CenterPoint Houston’s wholesale transmission revenue requirement above the currently approved baseline. CenterPoint Houston has requested an effective date for the interim wholesale transmission rate of no later than 60 days after the filing date.

Because the Application requests a revision to CenterPoint Houston’s wholesale transmission rate to reflect changes in its invested capital, affected customers include all distribution service providers and other entities who pay wholesale transmission charges pursuant to the Substantive Rules of the Public Utility Commission of Texas (the “Commission”).

A complete copy of CenterPoint Houston’s Application is available for inspection at 1111 Louisiana, Houston Texas, 77002.

Persons who wish to intervene in or comment upon these proceedings should notify the Commission as soon as possible, as an intervention deadline will be imposed. 16 TAC § 25.192(h)(4)(A) establishes an intervention deadline of 21 days from the date service of notice is completed. A request to intervene or request for further information should be made to the Public Utility Commission of Texas, P.O. Box 13326, Austin, Texas 78711-3326 and reference Docket No. 54750. Further information may also be obtained by calling the Public Utility Commission of Texas at (512) 936-7120 or (888) 782-8477. Hearing-and-speech-impaired individuals with text telephones (TTY) may contact the commission at (512) 936-7136.

CENTERPOINT ENERGY HOUSTON ELECTRIC, LLC

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