

**NOTICE OF REGULAR MEETING OF THE GOVERNING BODY  
OF THE CITY OF LAMPASAS, TEXAS  
CALVERT MUNICIPAL BUILDING  
CITY COUNCIL CHAMBERS  
302 E THIRD STREET  
Monday, August 28, 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, August 28, 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  
5:30 p.m.**

1. Call to order Workshop Session
2. Discussion regarding City of Lampasas FY 2023/2024 Budget. *(pgs. 5-8)*
3. Discussion and updates related to Substandard Structures. *(pgs. 9-10)*
4. Discussion and updates related to Wayfinding Project. *(pgs. 11-12)*
5. Discussion regarding Advisory Board Term Renewals and Vacancies. *(pgs. 13-14)*
6. Discussion regarding Lampasas Economic Development Corporation FY 2023/2024 Budget. *(pgs. 15-26)*
7. Discussion and direction from Council regarding Professional Services (plans and specifications) for upgrades and code compliance items for the Hostess House. *(pgs. 27-28)*
8. Discussion regarding Solar Eclipse Event. *(pgs. 29-32)*
9. Discussion relating to All Way Stop at 4<sup>th</sup> and Spring Street. *(pgs. 33-34)*
10. Discussion regarding any item on the regular agenda
11. Adjourn Workshop Session

**REGULAR SESSION**

**ANNOUNCEMENTS**

- Call to Order

- Invocation and Pledge of Allegiance
- Presentations and Proclamations

Service Recognition- Aaron Weiser - 10 years

	PUBLIC HEARINGS/CITIZEN COMMENTS	PAGES
1.1	Citizen comments – Any citizen who desires to address the City Council on a matter <b>not included</b> 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 <b>that is included</b> on the agenda may do so at this time.	N/A
1.3	Public Hearing to receive citizen input on items to be considered in the Proposed Budget for the Fiscal Year 2023-2024	35-36
1.4	Public hearing to receive citizen comments regarding Voluntary Annexation of 12.74 acres of land out of the James Easley Survey, ABST No. 185, Lampasas County, Texas owned by Ronald and Debra Kuker.	37-50

2.0	MINUTES	PAGES
2.1	Discussion and possible action concerning the approval of minutes of the Regular Meeting held on August 14, 2023.	51-62

3.0	CONSENT AGENDA	PAGES
3.1	Discussion and possible action to approve the second reading of an Ordinance to amend Chapter 66 Streets, Sidewalks and other Places, Article IV. Excavation, adding Section 66-129 Temporary Use of Right-Of-Way for Construction, Excavation, or Facility Installation and Ordinance to amend Appendix A Fee Schedule for Section 66 Streets adding Rates and Fees for Temporary Use of Right of Way as defined.	63-74
3.2	Discussion and possible action to approve the second reading of an Ordinance to amend the City of Lampasas Zoning Ordinance by amending the following Business Park Zoning Districts: Section 30 A – Business Park Zone 1 –Low Intensity – “BPZ1” Section 30 B – Business Park Zone 2 – Medium Intensity- “BPZ2” Section 30 C – Business Park Zone 3 – High Intensity – “BPZ3”	75-82
3.3	Discussion and possible action to approve the second reading of an Ordinance to rezone property being 151.64 acres out of the Daniel Stanley Survey, Abstract 0631, more specifically being the Lampasas Economic Development Corporation Business Park located on South U.S. Highway 183 from an area zoned Agricultural “AG” to Business Park Zone 1 “BPZ1”, Business Park Zone 2 “BPZ2” and Business Park Zone 3 “BPZ3”	83-86

4.0	BOARDS/DEPARTMENT REPORTS	PAGES
4.1	1. Fire Department Monthly Report 2. Parks and Recreation Monthly Report 3. Information Systems Monthly Report	87-112

	4. Library Monthly Report 5. Golf Course Monthly Report 6. Municipal Court Monthly Report 7. City Secretary Monthly Report 8. Utility Billing and Collections Monthly Report 9. Public Works Monthly Report for Electric, Streets, Water/Wastewater 10. Police Department Monthly Report 11. Building Official Monthly Report 12. Economic Development Monthly Report	
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5.0	ROUTINE MATTERS	
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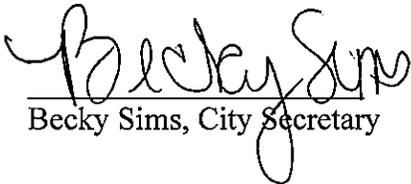
5.1	City Manager's Operational Report <ul style="list-style-type: none"> <li>• ERCOT</li> <li>• WATER</li> <li>• LIBRARY</li> <li>• DRAINAGE</li> <li>• BIKES AND DISC GOLF</li> <li>• STAFF</li> </ul>	113-114
5.2	MAYOR'S COMMENTS	N/A

6.0	UNFINISHED BUSINESS	N/A
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7.0	NEW BUSINESS	PAGES
7.1	Discussion and possible action regarding the first & final reading of an Ordinance to approve Voluntary Annexation request from Ronald & Debra Kuker for 12.74 acres of land out of the James Easley Survey, ABST No. 185, Lampasas County, Texas.	115-118
7.2	Discussion and possible action regarding approval of the Lampasas Economic Development Corporation FY 23/24 Budget	119-120

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 25 day of August 2023 at 4:30 pm

  
 Becky Sims, City Secretary

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City Manager

ITEM NO. WORKSHOP-2

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

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**Subject:**

Discussion regarding FY 2023/2024 Budget Status and Modifications.

**Requested By:** Finley deGraffenried, City Manager

**Submitted By:** Finley deGraffenried, City Manager

**Date Submitted:** August 21, 2023

**For the Agenda of:** August 28, 2023

**Procurement and Funding Statement:**

N/A

**Attachments:**

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**Summary Statement:**

Staff will present Budget Memo No.2 for Council input and direction for modifications to the draft FY 2023-2024 Budget.

**Recommendation:**

Discussion Only

City of Lampasas

FY 2023-2024 Proposed Budget

M E M O

To: Mayor and City Council  
From: Finley deGraffenried  
Re: Budget Memo No. 2  
Date: 22 August 2023

Based on comment received during the 14 August 2023 City Council meeting, staff has prepared this Memo, including proposed financial modifications for Council consideration. Staff encourages Council comment and direction, and is prepared to provide any additional support or investigation as needed.

**Budget Balance** At the 14 August City Council meeting, Council provided input to the proposed modifications from the 7 August Departmental presentations. The modifications to the initial \$326,730.00 surplus budget included expense for 2 new Full Time Equivalents ("FTE"), one which would start in March; a pick-up truck for the Park Department; a study related to water supply options; a 4% cost of living adjustment ("COLA") for staff; and additional funds for certain workforce positions based on market demand. The additions to the budget were funded by initial surplus, and correction to the capital expense lines in the Electric Department.

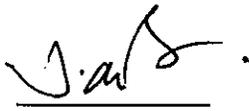
**Water Study** Council suggested that funding for the described Water Assessment/Study come from Fund 68, which has a current fund balance of \$79,031.85. Staff will budget revenue/transfer of \$50,000.00 from Fund 68, with a corresponding expense for the Study within the Water/Wastewater Fund.

**Adjustments** By deleting operating expense for the Water Assessment, an additional \$40,000.00 can be made available to address recruitment and retention of positions that are regionally in demand. The proposal by Council would provide a total of \$67,768.00 for adjustments, or approximately \$32.58 per hour that could be spread over identified positions.

**Considerations** Staff also seeks Council direction for any additional funding priorities including capital projects or agency funding.

City of Lampasas		
FY 2023-2024 Budget		
Budget Memo No. 1		
<b>Description</b>	<b>Budget Impact</b>	<b>Budget Balance</b>
August 14, 2023 Proposed Balance		326,730.00
Additional FTE, Park	(59,464.20)	267,265.80
Mid year FTE, Development	(42,497.10)	224,768.70
Park Truck	(45,000.00)	179,768.70
Water Assessment	(40,000.00)	139,768.70
Electric Capital Adjustment	200,000.00	339,768.70
COLA @ 4%	(312,000.00)	27,768.70
Market Adjustments	(27,768.70)	(0.00)
City of Lampasas		
FY 2023-2024 Budget		
Budget Memo No. 2		
<b>Description</b>	<b>Budget Impact</b>	<b>Budget Balance</b>
August 28, 2023 Proposed Balance		\$0.00
Operating budget funding Water Study	\$40,000.00	40,000.00
Transfer from Fund 68, Water Assessment	\$50,000.00	90,000.00
Water Assessment	(\$50,000.00)	40,000.00
Additional funding for Market Adjustments	(\$40,000.00)	0.00

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City Manager

ITEM NO. WORKSHOP-3

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

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**Subject:**

Discussion and updates related to Substandard Properties

**Requested By:** City Council

**Submitted By:** Becky Sims, City Secretary

**Date Submitted:** August 21, 2023

**For the Agenda of:** August 28, 2023

**Procurement and Funding Statement:**

N/A

**Attachments:** Memo

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**Summary Statement:**

In January 2023, Staff presented a list of approximately 40 homes that met the definition of substandard. As of July 17, 2023, all first round identified residential substandard properties have been sent letters outlining substandard conditions and requesting timeline for conformance. This item has been placed on the agenda to provide council an update on efforts made to work with property owners to improve, secure or demolish structures.

**Recommendation:**

Discussion and direction only

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City ManagerITEM NO. WORKSHOP-4

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

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**Subject:**

Discussion and updates relating to Wayfinding Sign Master Plan

Requested By: City Council

Submitted By: Becky Sims, City Secretary/Zoning Administrator

Date Submitted: August 21, 2023

For the Agenda of: August 28, 2023

**Procurement and Funding Statement:**

Fund 40- Budgeted- \$60,000.00 Expenditures to date ±\$24,012.11

Attachments: Memo

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**Summary Statement:**

In October 2022, Council awarded the Wayfinding Contract to Studio 16:19. Staff has been working with the consultants since November 2022, when the kick-off meeting was held. This item has been placed on the agenda as a follow-up to the July 24, 2023 discussion.

**Recommendation:**

Discussion only

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City ManagerITEM NO. WORKSHOP-5

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

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**Subject:**

Discussion regarding Board term expirations and current vacancies

Requested By: Becky Sims, City Secretary

Submitted By: Becky Sims, City Secretary

Date Submitted: August 21, 2023

For the Agenda of: August 28, 2023

**Procurement and Funding Statement:**

N/A

Attachments: Presentation

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**Summary Statement:**

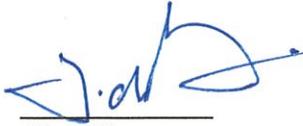
In September of each year, we review the Board terms that are expiring, as well as, any vacancies. We currently have 21 Board terms expiring September 30, 2023. We have begun advertising volunteer opportunities on social media and Staff has included the attached presentation that describes each board.

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

**Recommendation:**

Discussion and direction only

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City Manager

ITEM NO. WORKSHOP-6

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

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**Subject:**

Discussion regarding the Economic Development Corporation Budget for FY 2023/2024

Requested By: Stacey Ybarra, EDC Director

Submitted By: Stacey Ybarra, EDC Director

Date Submitted: August 21, 2023

or the Agenda of: August 28,2023

**Procurement and Funding Statement:**

Attachments: LEDC FY 2023/2024 Budget

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**Summary Statement:**

The attached budget was approved by the Lampasas Economic Development Board at their July 19, 2023 meeting. This item has been placed on the workshop agenda to provide Council the opportunity to ask questions and discuss prior to consideration of approval during the regular session.

**Recommendation:**

Discussion Only

## LEDC OPERATING FUNDS – FY 24 PROPOSED BUDGET

<b>Totals</b>	<b>\$460,000</b>
<i>Increased by</i>	<i>\$27,000, 6.24%</i>
• Tax Revenue	\$431,500
• All Other	\$1,500
<b>Total Expenses FY24</b>	<b>\$345,542</b>
<i>Decreased by</i>	<i>-\$87,458, -20.2%</i>
• Supplies	\$1,250
• Contract Services	\$36,975
• Maintenance	\$41,720
• Transfers	\$61,275
• Debt Service	\$204,322
<b>Net Surplus</b>	<b>\$114,458</b>

## LEDC BOND FUNDS

<b>Total Bond Funds</b>	<b>\$573,529</b>
• Other	\$573,529
<b>Total Expenses for LEDC Bond Funds for 2023/2024</b>	<b>\$573,529</b>
• Contract Services	\$50,000
• Maintenance	\$15,000
• Capital Expense	\$508,529
<b>Net Surplus</b>	<b>\$0.00</b>

<b>Fund Net Surplus</b>	<b>\$114,458</b>
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## Supplies

• Uniforms	\$100
• Hand Tools & Small Equipment	\$100
• Computer Software & Equipment	\$750
• IPAD	
• Supplies	\$300
• <i>Business Cards &amp; Snacks for LEDC meetings</i>	
<b>TOTAL</b>	<b>\$1,250</b>

*\*Increased by \$900 for IPAD and Supplies, 257%, to pay for an IPAD*

## Contract Services

• Engineering & Surveying Services	\$475
• Legal Services	\$2,500
• Promotion & Advertising	\$7,000
• <i>LoopNet Advertising</i>	\$2,320
• <i>FlyerView</i>	\$2,195
• <i>Other Advertisements</i>	\$2,484
• Professional Services	\$15,000
• <i>Impact Data Source</i>	\$4,000
• <i>Resimplifi</i>	\$3,000
• <i>Audit FY 23</i>	\$3,200
• <i>Local Intel</i>	\$3,000
• <i>Other Professional Services</i>	\$1,800
• Admin & Overhead	\$12,000
<b>TOTAL</b>	<b>\$36,975</b>

*• Increased by \$8,019, 27.69%, to go toward additional professional services and advertisement*

## Maintenance

• Office Equipment Maintenance	\$2,520
• <i>LEDC website renewal</i>	
• Business Expenses	\$3,000
• <i>Lunches/Site Visits</i>	
• Travel & Training	\$10,000
• <i>Conferences/Site Selection Trips</i>	\$5,200
• <i>OU EDI</i>	\$4,800
• Dues and Memberships	\$1,200
• Economic Development Programs	\$25,000
• <i>Life and Safety Grant</i>	
• <i>Additional Added Grants</i>	

**TOTAL** **\$41,720**

*\*Increased by \$7,595, 22.6%, to go toward additional travel and training*

## Debt Service

• Debt Service	\$204,322
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**TOTAL** **\$41,720**

*\*Increased by \$4.00*

## LEDC Operating Fund Net Surplus

- Net Surplus \$114,458

CITY OF LAMPASAS  
 BUDGET WORKSHEET  
 AS OF: AUGUST 31ST, 2023

75 -LAMPASAS ECONOMIC DEV CRP  
 FINANCIAL SUMMARY

ACCT NO#	ACCT NAME	ACTUAL 2YRS AGO	ACTUAL 1YR AGO	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED BALANCE	PROPOSED BUDGET
<u>REVENUE SUMMARY</u>							
	OPERATING REVENUE	526,019	473,318	433,000	480,587	500,000	460,000
	BOND FUND REVENUE	<u>628</u>	<u>1,294</u>	<u>1,500,350</u>	<u>6,353</u>	<u>938,221</u>	<u>573,529</u>
	*** TOTAL REVENUES ***	<u>526,647</u>	<u>474,612</u>	<u>1,933,350</u>	<u>486,939</u>	<u>1,438,221</u>	<u>1,033,529</u>
<u>EXPENDITURE SUMMARY</u>							
	LEDC OPERATING FUNDS	190,711	183,769	433,000	133,319	291,011	345,542
	LAMPASAS EDC BOND FUNDS	<u>15</u>	<u>58,676</u>	<u>1,500,350</u>	<u>904,310</u>	<u>938,221</u>	<u>573,529</u>
	*** TOTAL EXPENDITURES ***	<u>190,726</u>	<u>242,445</u>	<u>1,933,350</u>	<u>1,037,629</u>	<u>1,229,232</u>	<u>919,071</u>
	TOTAL PROFIT / (LOSS)	<u>335,921</u>	<u>232,168</u>	<u>0</u>	<u>( 550,690)</u>	<u>208,989</u>	<u>114,458</u>

CITY OF LAMPASAS  
 BUDGET WORKSHEET  
 AS OF: AUGUST 31ST, 2023

75 -LAMPASAS ECONOMIC DEV CRP  
 REVENUES

ACCT NO#	ACCT NAME	ACTUAL 2YRS AGO	ACTUAL 1YR AGO	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED BALANCE	PROPOSED BUDGET
<b>OPERATING REVENUE</b> =====							
<b>TAX REVENUE</b>							
400-4017	SALES TAX	422,532	466,875	431,500	449,618	475,000	445,000
***	REVENUE CATEGORY TOTALS ***	422,532	466,875	431,500	449,618	475,000	445,000
<b>SERVICE REVENUE</b>							
400-4330	LEASE REVENUE	0	0	0	0	0	0
400-4330.01	LEASE REVENUE (QUONSET HUT)	0	0	0	0	0	0
400-4335	WEBSITE REVENUES	0	0	0	0	0	0
400-4383	DONATIONS	102,000	2,000	0	0	0	0
***	REVENUE CATEGORY TOTALS ***	102,000	2,000	0	0	0	0
<b>OTHER REVENUE</b>							
400-4710	BONDS	0	0	0	0	0	0
400-4820	INTEREST & DIVIDENDS	1,487	4,444	1,500	30,969	25,000	15,000
400-4821	INTEREST NOTE BACHMAYER	0	0	0	0	0	0
400-4822	INTEREST NOTE - HVM PECAN CR	0	0	0	0	0	0
400-4830	SALE OF FIXED ASSETS	0	0	0	0	0	0
400-4897	DESIGNATED RE/DONATIONS	0	0	0	0	0	0
400-4898	UNDESIGNATED RETAINED EARNIN	0	0	0	0	0	0
***	REVENUE CATEGORY TOTALS ***	1,487	4,444	1,500	30,969	25,000	15,000
<b>TRANSFERS</b>							
400-4910	TRANSFER FROM GENERAL FUND	0	0	0	0	0	0
400-4999	MISCELLANEOUS REVENUES	0	0	0	0	0	0
***	REVENUE CATEGORY TOTALS ***	0	0	0	0	0	0
***	REVENUE DEPARTMENT TOTALS ***	526,019	473,318	433,000	480,587	500,000	460,000

BOND FUND REVENUE  
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BUDGET WORKSHEET

AS OF: AUGUST 31ST, 2023

75 -LAMPASAS ECONOMIC DEV CRP

REVENUES

ACCT NO#	ACCT NAME	ACTUAL 2YRS AGO	ACTUAL 1YR AGO	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED BALANCE	PROPOSED BUDGET
<u>OTHER REVENUE</u>							
410-4520	LOAN PROCEEDS	0	0	0	0	0	0
410-4710	BOND FUNDS	0	0	0	0	0	0
410-4820	INTEREST EARNED	628	1,294	350	6,353	6,750	5,000
410-4898	DESIGNATED RE/BOND FUNDS	0	0	1,500,000	0	931,471	568,529
***	REVENUE CATEGORY TOTALS ***	628	1,294	1,500,350	6,353	938,221	573,529
<u>TRANSFERS</u>							
410-4999	MISCELLANEOUS REVENUE	0	0	0	0	0	0
***	REVENUE CATEGORY TOTALS ***	0	0	0	0	0	0
***	REVENUE DEPARTMENT TOTALS ***	628	1,294	1,500,350	6,353	938,221	573,529
***	TOTAL REVENUES ***	526,647	474,612	1,933,350	486,939	1,438,221	1,033,529

BUDGET WORKSHEET

AS OF: AUGUST 31ST, 2023

75 -LAMPASAS ECONOMIC DEV CRP

LEDC OPERATING FUNDS

DEPARTMENT EXPENSES

ACCT NO#	ACCT NAME	ACTUAL 2YRS AGO	ACTUAL 1YR AGO	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED BALANCE	PROPOSED BUDGET
<u>SUPPLIES</u>							
500-5230	UNIFORMS	0	0	0	46	0	100
500-5250	HAND TOOLS & SMALL EQUIPMENT	0	0	100	0	100	100
500-5260	POSTAGE	0	0	0	0	0	0
500-5265	COMPUTER SOFTWARE & EQUIPMEN	0	0	0	0	0	750
500-5270	SUPPLIES	191	240	250	263	250	300
500-5295	BOOKS & PUBLICATIONS	0	0	0	0	0	0
** CATEGORY TOTAL **		191	240	350	309	350	1,250

CONTRACTUAL SERVICES

500-5300	CONTRACT LABOR	0	0	0	0	0	0
500-5316	BOND AGENT FEES	0	20,000	0	0	0	0
500-5320	TELEPHONE SERVICES	456	456	456	228	250	475
500-5325	UTILITIES	0	0	0	0	0	0
500-5346	ENGINEERING/SURVEYING SERVIC	0	4,000	0	0	0	0
500-5355	INSURANCE-PROPERTY	0	0	0	0	0	0
500-5361	LEGAL SERVICES	0	2,660	2,500	333	750	2,500
500-5373	PROMOTION AND ADVERTISING	6,712	9,393	6,000	4,929	6,000	7,000
500-5388	TAXES ON PROPERTY	0	0	0	0	0	0
500-5395	PROFESSIONAL SERVICES	6,900	6,900	8,000	10,746	10,444	15,000
500-5397	ADMIN & OVERHEAD	12,000	12,000	12,000	10,000	12,000	12,000
500-5398	VISION LAMPASAS	0	0	0	0	0	0
500-5399	OTHER SERVICES	0	95	0	0	0	0
** CATEGORY TOTAL **		26,068	55,504	28,956	26,236	29,444	36,975

MAINTENANCE

500-5405	BUILDING & GROUNDS MAINTENAN	0	0	0	0	0	0
500-5425	OFFICE EQUIPMENT MAINTENANCE	2,176	2,284	2,400	2,440	2,399	2,520
500-5451	BUSINESS EXPENSES	1,681	833	2,000	471	2,000	3,000
500-5452	TRAVEL & TRAINING	962	1,580	4,000	1,912	2,000	10,000
500-5453	DUES & MEMBERSHIPS	725	725	725	605	500	1,200
500-5499	ECONOMIC DEVELOPMENT PROGRAM	32,950	0	25,000	0	5,000	25,000
500-5499.01	ECON DVLPMT PROGRAM	0	0	0	0	0	0
** CATEGORY TOTAL **		38,493	5,422	34,125	5,428	11,899	41,720

CITY OF LAMPASAS  
 BUDGET WORKSHEET  
 AS OF: AUGUST 31ST, 2023

75 -LAMPASAS ECONOMIC DEV CRP  
 LEDC OPERATING FUNDS  
 DEPARTMENT EXPENSES

ACCT NO#	ACCT NAME	ACTUAL 2YRS AGO	ACTUAL 1YR AGO	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED BALANCE	PROPOSED BUDGET
<u>CAPITAL EXPENDITURES</u>							
500-5505	BUILDING & GROUNDS	0	0	0	0	0	0
500-5530	WATER SYSTEMS	0	0	0	0	0	0
500-5535	ELECTRIC SYSTEMS	0	0	0	0	0	0
500-5540	SEWER SYSTEMS	0	0	0	0	0	0
500-5545	STREETS & DRAINAGE	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
** CATEGORY TOTAL **		0	0	0	0	0	0
<u>CONTINGENCY AND RESERVES</u>							
500-5600	CONTINGENCY/RESERVES	0	0	106,355	0	0	0
500-5601	DONATION RESERVES	0	0	0	0	0	0
500-5610	DEPRECIATION	<u>29,871</u>	<u>28,079</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
** CATEGORY TOTAL **		29,871	28,079	106,355	0	0	0
<u>TRANSFERS</u>							
500-5710	TRANSFER TO GENERAL FUND	0	0	0	0	0	0
500-5722	TRANSFER TO FUND 22	50,875	50,207	58,896	0	45,000	61,275
500-5751	TRANSFER TO FUND 51 (EDUCATI	0	0	0	0	0	0
500-5759	TRANSFER TO FUND 59	0	0	0	0	0	0
500-5776	TRANSFER TO LEDC DESIGNATED	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
** CATEGORY TOTAL **		50,875	50,207	58,896	0	45,000	61,275
<u>DEBT SERVICE</u>							
500-5800	PRINCIPAL PAYMENT	0	0	116,948	56,853	116,948	121,112
500-5801	INTEREST PAYMENT	<u>45,213</u>	<u>44,316</u>	<u>87,370</u>	<u>44,494</u>	<u>87,370</u>	<u>83,210</u>
** CATEGORY TOTAL **		<u>45,213</u>	<u>44,316</u>	<u>204,318</u>	<u>101,347</u>	<u>204,318</u>	<u>204,322</u>
*** DEPARTMENT TOTAL ***		<u>190,711</u>	<u>183,769</u>	<u>433,000</u>	<u>133,319</u>	<u>291,011</u>	<u>345,542</u>

CITY OF LAMPASAS  
 BUDGET WORKSHEET  
 AS OF: AUGUST 31ST, 2023

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

ACCT NO#	ACCT NAME	ACTUAL 2YRS AGO	ACTUAL 1YR AGO	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED BALANCE	PROPOSED BUDGET
<u>CONTRACTUAL SERVICES</u>							
510-5316	BANK CHARGES	15	180	0	0	0	0
510-5346	ENGINEERING/SERVEYING SERVIC	0	58,010	50,000	11,590	45,500	50,000
510-5361	LEGAL SERVICES	0	0	0	0	0	0
510-5395	PROFESSIONAL SERVICES	0	0	0	0	0	0
510-5399	OTHER SERVICES	0	486	0	0	0	0
** CATEGORY TOTAL **		15	58,676	50,000	11,590	45,500	50,000
<u>MAINTENANCE</u>							
510-5405	BUILDINGS AND GROUNDS	0	0	0	0	0	15,000
** CATEGORY TOTAL **		0	0	0	0	0	15,000
<u>CAPITAL EXPENDITURES</u>							
510-5505	BUILDING AND GROUNDS	0	0	1,450,000	892,720	892,721	508,529
** CATEGORY TOTAL **		0	0	1,450,000	892,720	892,721	508,529
<u>CONTINGENCY AND RESERVES</u>							
510-5600	CONTINGENCY/RESERVES	0	0	350	0	0	0
** CATEGORY TOTAL **		0	0	350	0	0	0
*** DEPARTMENT TOTAL ***		15	58,676	1,500,350	904,310	938,221	573,529
*** TOTAL EXPENSES ***		190,726	242,445	1,933,350	1,037,629	1,229,232	919,071
TOTAL PROFIT / (LOSS)		335,921	232,168	0	( 550,690)	208,989	114,458

\*\*\* END OF REPORT \*\*\*

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City Manager

ITEM NO. WORKSHOP-7

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

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**Subject:**

Discussion and direction from Council regarding Professional Services (plans and specifications) for upgrades and code compliance items for the Hostess House.

**Requested By:** Finley deGraffenried, City Manager

**Submitted By:** Finley deGraffenried, City Manager

**Date Submitted:** August 22, 2023

**For the Agenda of:** August 28, 2023

**Procurement and Funding Statement:**

N/A

**Attachments:**

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**Summary Statement:**

This item is placed on the Workshop agenda to update Council on recent discussion with Reliance Architecture on costs associated with preparation of plans and specifications related to a new scope for the Hostess House. Although Mr. Naylor was unable to attend the meeting, Council should feel free to provide direction based on staff comments.

Staff will be prepared to review how the cost of the proposal was determined, as well as other considerations related to the project.

**Recommendation:**

Discussion and direction

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**City Manager****ITEM NO. ~~WORKSHOP~~-8****BUSINESS FOR THE CITY COUNCIL  
OF THE  
CITY OF LAMPASAS**

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**Subject:**

Discussion regarding Solar Eclipse Event

**Requested By:** Finley deGraffenried, City Manager**Submitted By:** Chris Eicher, Parks Director  
Stacey Ybarra, EDC Director**Date Submitted:** August 25, 2023**For the Agenda of:** August 28, 2023**Procurement and Funding Statement:****Attachments:** Memo

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**Summary Statement:**

This item is placed on the Workshop agenda to seek input and direction related to viewing sites and needed resources.

Attached is a Memo outlining staffs' understanding of Council direction at the August 14<sup>th</sup> meeting and an outline of discussion staff has had resulting in some new options for Council consideration. Staff seeks Council input and direction.

**Recommendation:**

Discussion Only

City of Lampasas

M E M O

To: Mayor and City Council  
From: Finley deGraffenried  
Re: 2024 Eclipse Event Planning  
Date: 25 August 2023

Staff takes this opportunity to review, and confirm, Council's direction over the past several meetings related to planning and execution of the City's Eclipse Event. ***The initial, and still primary focus of the City's participation in the event is public health and safety; and providing needed services to our residents.*** City staff will adhere to a dispersed response plan where the City will be divided into 4 quadrants, with assigned public safety personnel. Staff focus for viewing sites will be on safety and facility, rather than events.

To confirm direction and consensus from Council, Staff seeks input on items reviewed at the August 14<sup>th</sup> meeting:

- Discussed the call for assistance from Community Organizations. Based on individual calls with Organizational leadership, little interest was garnered.
- Discussed the idea of reducing resources needed, staff and contracted, by limiting the number of cars/individuals at the 580 Sports Complex.
- Discussed the need for contracted security/parking, in a reduced amount, based on crowd limits.
- Discussed the reduction in *day of* congestion and traffic by allowing overnight camping.
- Discussed the importance, especially with limited resources, of a site and safety plan.
- Discussed the possibility of allowing, but perhaps not recruiting, food vendors and entertainment.

Staff also, over the course of two meetings, identified additional observations, and items for Council consideration:

- From a public safety standpoint, it is important to note, that as additional activities are planned and offered, additional resources may be necessary, i.e. entertainment, food vendors, etc. Additional activities will also likely attract Lampasas residents and larger numbers, which may require additional resources.
- The NASA deployment will be an asset and an attraction to 580, not only for paid attendance, but also for local residents and children. Staff believes an alternate access can be helpful to segregate out of town campers from locals.
- The sooner planning can be finalized, the sooner resources can be identified and procured if necessary. The longer staff wait to obtain resources, the greater risk that resources may not be available.
- Viewing sites and events will be marketed without expectation of food vendors or entertainment, unless, or until, we get confirmation of those activities being available. We can't market what we have not secured.
- Staff also proposes the use of W.M. Brook Park for overnight camping, utilizing the Spring Ho layout. Staff believes this site could be used for primitive tent camping only, and could locate a

group of viewers closer to local businesses. The site could also be maintained more easily by Park staff as they can directly access the Park from the Department Shop by golf cart.

- Pricing is suggested at \$100.00 lump sum, 2 nights, for primitive tent camping; and \$300.00 lump sum for camper/RV space at 580 Sports Park, no hook-ups. The Chamber of Commerce has software capability for reservation and pre-payment of fees. The Chamber will seek some cost recovery, handling fee, for the collection and disbursement of funds.
- Staff is considering car/camper limitation of 300 at 580 Sports Park, and 80 camp-sites at W.M. Brook Park. Reservation and check-in procedures, as well as leadership will be identified in the next several staff and Council meetings.
- Staff is also seeking Council input on the marketed event name. Ideas include:
  - "NASA's Total Eclipse of the Park"
  - "NASA's Total Eclipse of the Park: A Celestial Celebration"
  - "Total Eclipse of the Park with NASA: Gaze Beyond the Heart of Space"
  - "NASA's Starlit Campout: Total Eclipse of the Park"
  - "NASA's Cosmic Campout: Total Eclipse of the Park"
  - "Total Eclipse of the Park: NASA's Sun & Stars Showcase"
  - "From Heartbeats to Moonbeams: NASA's Total Eclipse of the Park"
  - "Total Eclipse of the Park: NASA's Solar Symphony"
  - "Beyond the Horizon with NASA: Total Eclipse at the Park"
  - "Space, Stars, and Songs: NASA's Total Eclipse of the Park"
  - "Under the NASA Night Sky: Total Eclipse of the Park"

Based on Council direction, staff is prepared to market viewing sites, set-up for reservations and collection of fees, and secure additional contracted resources.

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**City Manager**ITEM NO. WORKSHOP-9

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

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**Subject:**

Discussion relating to possible All Way Stop at 4<sup>th</sup> and Spring Street.

**Requested By:** Ryan Ward, ACM  
Jody Cummings, Police Chief

**Submitted By:** Ryan Ward, ACM  
Jody Cummings, Police Chief

**Date Submitted:** August 22, 2023

**For the Agenda of:** August 28, 2023

**Procurement and Funding Statement:****Attachments:**

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**Summary Statement:**

With feedback from citizens, this intersection has become an area of concern. This item has been placed on the workshop agenda to discuss the possibility of making this intersection a four way stop. Based on the MUTCD (manual uniform traffic control devices) requirement for an all-way stop, it would not met solely based on crash data, since there has only been one reported crash within the last 3-5 years. However, after driving the roadway from multiple directions ("*Engineering Judgement*"), sight distance is a concern. Both westbound and eastbound directions of 4<sup>th</sup> Street have less than 150' of sight distance from both Spring Street approaches. Also, sight distance is limited further from left turning movements from 4<sup>th</sup> Street onto Spring Street. At a minimum, we would need 270' at 30MPH.

With Council direction Staff would like to move forward with a Public Hearing and adoption of Ordinance to amend City of Lampasas Code of Ordinances Chapter 78- Traffic and Vehicles, Article II. Specific Street Regulations, Division 2- Stop Intersections, Sec 78.61. by adding this intersection as an additional All-Way Stop in the City of Lampasas.

**Recommendation:**

Discussion and direction only

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City Manager

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

1.3  
**Item Number**

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**SUBJECT:**

Public Hearing to receive citizen input on items to be considered in the Proposed Budget for the Fiscal Year 2023-2024.

REQUESTED BY: Yvonne Moreno

SUBMITTED BY: Yvonne Moreno

DATE SUBMITTED: August 21, 2023 FOR THE AGENDA OF: August 28, 2023

Expenditure Required: N/A

Available Funding: N/A

Attachments: none

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**SUMMARY STATEMENT:**

Public Hearing to receive citizen input and comments on any items included in the proposed budget.

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**Recommendation:** Public Hearing Only

**NOTICE OF PUBLIC HEARING OF THE GOVERNING BODY  
OF THE CITY OF LAMPASAS, TEXAS  
FISCAL YEAR 2023-2024 PROPOSED BUDGET  
CITY COUNCIL CHAMBERS  
302 E THIRD STREET  
MONDAY, AUGUST 28, 2023**

Notice is hereby given that the City Council of the City of Lampasas will hold a Public Hearing on Monday, August 28, 2023 at 6:00 p.m. regarding the City Manager's Proposed Budget for the Fiscal Year 2023-2024.

  
City ManagerITEM NO. 14

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

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**Subject:**

Public hearing to receive citizen comments regarding a request to institute voluntary annexation proceedings to enlarge and extend the boundary limits of the City to include the following described territory, Being 12.74 acres of land out of the James Easley Survey, ABST No. 185, Lampasas County, Texas and being a part of that tract described in a Special Warranty Deed to the David and Karen Love Living Trust dated November 12, 2018 and recorded in Volume 550, page 125 of the Deed Records of Lampasas County

Requested By: Becky Sims, City Secretary/Zoning Administrator

Submitted By: Becky Sims, City Secretary/Zoning Administrator

Date Submitted: August 10, 2023

For the Agenda of: August 28, 2023

**Procurement and Funding Statement:**

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**Attachments:** Request & Petition to Annex, Public Hearing Notice, Service Plan

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**Summary Statement:**

Ron Kuker filed the petition for Voluntary Annexation on July 17, 2023. Legislation has changed regarding the voluntary annexation process. Council is no longer required to grant the petition to proceed with the Public Hearing. The change to the law has granted a more expediate process for Voluntary Annexation. The subdivision is 12.74 acres of land and the owner has requested that proceeding the annexation that the property be zoned multi-family-2 apartments. Staff has published the public hearing in the newspaper and sent the required certified letters to the various entities per Local Government Code §43.0673.

**Recommendation:**

Discussion only

COUNTY OF LAMPASAS

§

STATE OF TEXAS

§

§

**REQUEST AND PETITION TO THE CITY COUNCIL OF THE CITY OF  
LAMPASAS, TEXAS, FOR ANNEXATION OF SPARSELY OCCUPIED  
PROPERTY**

**WHEREAS**, the undersigned is the owner of a certain tract of property located within Lampasas County, Texas, such property more particularly described hereinafter by true and correct legal description (referred to herein as the "Subject Property");

**WHEREAS**, the undersigned has sought the annexation of the Subject Property by the City of Lampasas, Texas, (hereinafter sometimes referred to as "City") in order to obtain the benefits of City services to the Subject Property by the City;

**WHEREAS**, the subject property is contiguous and adjacent to the corporate limits of the City, is one-half mile or less in width, and is occupied by fewer than three (3) persons; and,

**WHEREAS**, the undersigned agrees and consents to the annexation of the Subject Property by the City and further agrees to be bound by all acts, ordinances, and all other legal action now in force and effect within the corporate limits of the City and all those which may be hereafter adopted;

**NOW THEREFORE**, the undersigned by this Petition and Request:

**SECTION ONE:** Requests the City Council of the City of Lampasas to commence annexation proceedings and to annex into the corporate limits of the City of Lampasas, Texas, the Subject Property described as follows:

**Annexation Tract 1: Exhibit "A" [Being 12.74 acres of land out of the James Easley Survey, ABST No. 185, Lampasas County, Texas and being a part of that tract described in a Special Warranty Deed to the David and Karen Love Living Trust dated November 12, 2018 and recorded in Volume 550, page 125 of the Deed Records of Lampasas County]**

**SECTION TWO:** Requests that, after annexation, the City provide such services as are legally permissible and provided by the City, including sanitation, water and general governmental services.

**SECTION THREE:** Acknowledges and represents having received, read and understood the attached Draft Service Plan [See Exhibit "B," (proposed to be applicable to and adopted for the Subject Property) and that such Draft Service Plan is wholly adequate and acceptable to the undersigned who hereby requests the City Council to proceed with the annexation and preparation of a final Service Plan and publish notice and hold the requisite public hearings thereon, in accordance with the applicable laws of the State of Texas.

**SECTION FOUR:** Acknowledges that the undersigned understands and agrees that all City services to the Subject Property will be provided by the City on the same terms and conditions as provided to other areas of the City and as provided in the Service Plan.

**SECTION FIVE:** Agrees that a copy of this Petition and Request may be filed of record in the offices of the City of Lampasas and in the real property records of Lampasas County, Texas, and shall be notice to and binding upon all persons or entities now or hereafter having any interest in the Subject Property.

FILED, this 17 day of July, 2023, with the City Secretary of the City of Lampasas, Lampasas County, Texas.



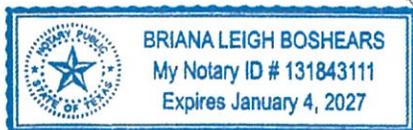
\_\_\_\_\_  
[Applicant]

\_\_\_\_\_  
[Address]

State of Texas           §  
                                  §  
County of Lampasas   §

Ron Kukler BEFORE ME, the undersigned authority, on this day personally appeared \_\_\_\_\_, and acknowledged that (s)he has executed the foregoing document, for the purposes and consideration therein expressed and, in the capacity, therein stated.

GIVEN UNDER MY HAND AND SEAL of office this 17<sup>th</sup> day of July, 2023.



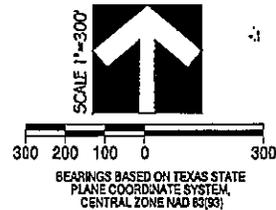
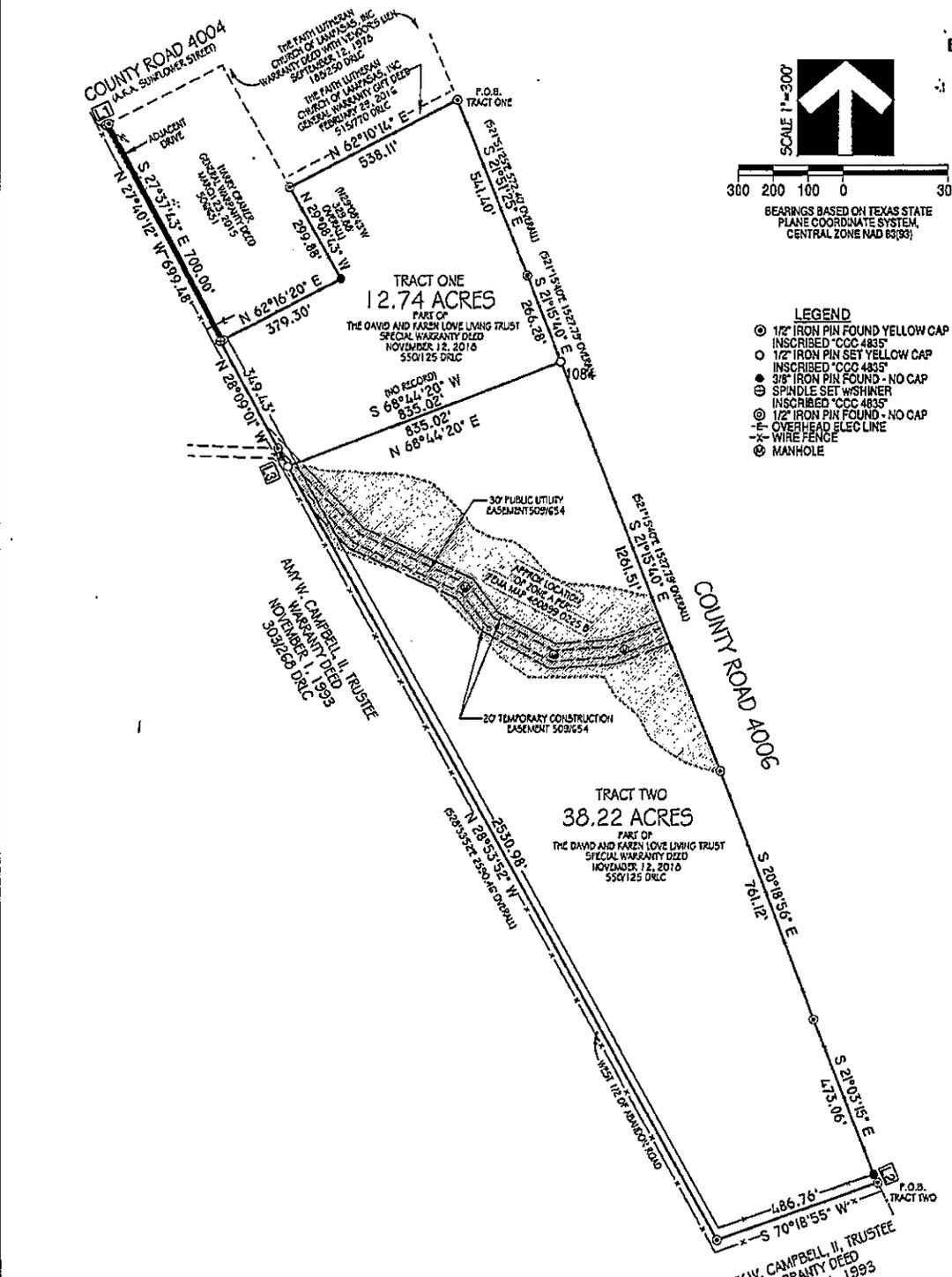
Notary Public in and for the  
State of Texas

TRACT ONE: 12.74 ACRES OUT OF THE JAMES EASLEY SURVEY, ABSTRACT NO. 185, LAMPASAS COUNTY, TEXAS.  
 TRACT TWO: 38.22 ACRES OUT OF THE JAMES EASLEY SURVEY, ABSTRACT NO. 185, LAMPASAS COUNTY, TEXAS.

JOB NO. 150809  
 DRAWN BY: CCG  
 F.C.: CCG/BB

PAGE 1 OF 3  
 FIELD NOTES ATTACHED

EXHIBIT **A**



- LEGEND**
- ⊙ 1/2" IRON PIN FOUND YELLOW CAP INSCRIBED "CCC 4835"
  - 1/2" IRON PIN SET YELLOW CAP INSCRIBED "CCC 4835"
  - 3/8" IRON PIN FOUND - NO CAP
  - ⊕ SPINDLE SET W/SHINER INSCRIBED "CCC 4835"
  - ⊙ 1/2" IRON PIN FOUND - NO CAP
  - - - OVERHEAD ELECTRIC LINE
  - - - WIRE FENCE
  - ⊙ MANHOLE

LINE TABLE		
Id	Bearing	Distance
L1	N 62°18'25" E	9.38'
L2	S 25°57'48" E	26.43'
L3	N 28°53'52" W	59.48'

NOTE: THIS SURVEY WAS PERFORMED WITHOUT THE BENEFIT OF A TITLE COMMITMENT. OTHER EASEMENTS OR RESTRICTIONS NOT SHOWN HEREON MAY APPLY.

L3 RECORD: N28°53'52"W 2590.46' OVERALL

NOTE: ALL CALLS ARE RECORD EXCEPT AS SHOWN

**Triple C Surveying Co.**  
 21214 FM 963 - Lampasas, Texas 76550  
 (512) 845-5440 email: admin@triplecsurveying.com  
 www.triplecsurveying.com Firm No. 10193916

STATE OF TEXAS  
 COUNTY OF LAMPASAS  
 I, CLYDE C. CASTLEBERRY, JR., FOR TRIPLE C SURVEYING CO. HAVE THIS DATE CAUSED TO BE PERFORMED AN ON-THE-GROUND SURVEY UNDER MY SUPERVISION OF THE FOREGOING PLATTED TRACT OF LAND AND TO THE BEST OF MY KNOWLEDGE AND BELIEF THERE ARE NO DISCREPANCIES, CONFLICTS, SHORTAGES OF AREA ENCROACHMENTS, VISIBLE UTILITY LINES OR ROADS IN PLACE AND THAT SAID PROPERTY HAS ACCESS TO AND FROM A DEDICATED ROADWAY EXCEPT AS SHOWN HEREON.

THIS AREA IS SHOWN TO BE IN ZONE X & A PER FEMA'S FLOOD INSURANCE RATE MAP NUMBER 0225 D DATED JANUARY 2, 1991 HOWEVER AT PRESENT TIME, NO ELEVATIONS, DRAINAGE OR FLOOD STUDIES HAVE BEEN PERFORMED AND THE INFORMATION IS BASED SOLELY ON SAID MAP/PLAT. THE SURVEYOR DOES NOT ASSUME RESPONSIBILITY AS TO ANY INFORMATION PROVIDED BY SAID MAP/PLAT. THIS FLOOD STATEMENT DOES NOT IMPLY THAT THIS PROPERTY AND/OR STRUCTURES THEREON WILL BE FREE FROM FLOODING OR FLOOD DAMAGE.



Witness my hand and seal this the 25th day of January, 2023.

© COPYRIGHT 2013 BY TRIPLE C SURVEYING CO. THIS SURVEY PROVIDED SOLELY FOR THE USE OF THE CURRENT PARTIES AND NO LICENSE HAS BEEN GRANTED, EXPRESSED OR IMPLIED, TO COPY AND IS ONLY VALID FOR USE WITH THE ORIGINAL TRANSACTION WHICH SHALL TAKE PLACE WITHIN 90 DAYS OF THE COMPLETION OF THE SURVEY. IF THIS DOCUMENT DOES NOT CONTAIN AN ORIGINAL RED STAMPED SEAL OF THE SURVEYOR, IT IS AN UNAUTHORIZED ILLEGAL COPY. TRIPLE C SURVEYING CO. AND/OR CLYDE C. CASTLEBERRY, JR. ASSUMES NO LIABILITY FROM THE USE OF AN UNAUTHORIZED ILLEGAL COPY.

**TRACT ONE – 12.74 ACRES**

BEING 12.74 acres of land out of the James Easley Survey, Abstract No. 185, Lampasas County, Texas, and being a part of that tract described in a Special Warranty Deed to The David and Karen Love Living Trust dated November 12, 2018 and recorded in Volume 550, Page 125 of the Deed Records of Lampasas County and described by metes and bounds as follows:

BEGINNING at a 1/2" iron pin with a yellow plastic cap inscribed "CCC 4835" found in the west margin of County Road 4006 for the southeast corner of that tract described in a Gist Warranty Deed to The Faith Lutheran Church of Lampasas, Inc. dated February 29, 2016 and recorded in Volume 515, Page 770 of said deed records and being the northeast corner of this tract;

THENCE: with the east line of said Love tract and the west margin of County Road 4006 the following courses and distances:

1. S 21°51'25" E 541.40 feet to a 1/2" iron pin with a yellow plastic cap inscribed "CCC 4835" found,
2. S 21°15'40" E 266.28 feet to a 1/2" iron pin with a yellow plastic cap inscribed "CCC 4835" set for the southeast corner of this tract,

THENCE: S 68°44'20" W 835.02 feet across said Love tract to a 1/2" iron pin with a yellow plastic cap inscribed "CCC 4835" set in the west line of said Love tract and being the southwest corner of this tract,

THENCE: with the west line of said Love tract the following courses and distances:

1. N 28°53'52" W 59.48 feet to a 1/2" iron pin with a yellow plastic cap inscribed "CCC 4835" found,
2. N 28°09'01" W 349.43 feet to a spindle inscribed "J" found,
3. N 27°40'12" W 699.48 feet to a spindle inscribed "J" found for the most northerly northwest corner of said Love tract and this tract;

THENCE: with the north line of this tract the following courses and distances:

1. N 62°18'25" E 9.38 feet to a 1/2" iron pin with a yellow plastic cap inscribed "CCC 4835" found,
2. S 27°37'43" E 700.00 feet to a 1/2" iron pin with a yellow plastic cap inscribed "CCC 4835" found,
3. N 62°16'20" E 379.30 feet to a 3/8" iron pin with no cap found,
4. N 29°08'43" W 299.88 feet to a 1/2" iron pin with a yellow plastic cap inscribed "CCC 4835" found,
5. N 62°10'14" E 538.11 feet to the Point of Beginning.

Bearings based on Texas State Plane Coordinate System, Central Zone NAD 83.



\_\_\_\_\_, January 25, 2023  
Clyde C. Castleberry, Jr.  
Registered Professional Land Surveyor No. 4835

Triple C Surveying Co.  
PO Box 544  
Lampasas, Texas 76550  
www.triplecsurveying.com  
Firm No. 10193916

**CITY OF LAMPASAS  
MUNICIPAL SERVICE PLAN  
FOR ANNEXATION OF 12.74 ACRES OF LAND ADJACENT TO THE CITY'S  
MUNICIPAL LIMITS**

EXHIBIT B

**INTRODUCTION**

The City Council of the City of Lampasas has directed that staff proceed with the annexation process of land generally comprised of the following:

- 1) Being 12.74 acres of land out of the James Easley Survey, ABST No. 185, Lampasas County, Texas and being a part of that tract described in a Special Warranty Deed to the David and Karen Love Living Trust dated November 12, 2018 and recorded in Volume 550, page 125 of the Deed Records of Lampasas County

**SCHEDULE OF MUNICIPAL SERVICES TO BE PROVIDED**

**FIRE**

*Existing Services:* Currently, the City of Lampasas Fire Department (with limited staff), as well as, the Lampasas County Volunteer Fire Department responds to this area, due to its close proximity to the City limits.

*Services to be Provided:* The City of Lampasas Fire Department and Lampasas County Volunteer Fire Department will continue to respond to the area. The level of staff available from the City of Lampasas Fire Department will be consistent with the existing level for staffing as provided for current City residents upon the effective date of the annexation. Primary fire response will be provided by the Fire Station located at 1107 East 4<sup>th</sup> Street. Adequate fire suppression activities can be afforded to the annexed area within the current budget appropriation. Fire prevention activities will be provided by the Fire Marshal's office as needed.

**POLICE**

*Existing Services:* None

*Services to be Provided:* Currently, the area is under the jurisdiction of the Lampasas County Sheriff's Office. Upon annexation, the City of Lampasas Police Department will extend regular and routine patrols to the area. Law enforcement protection will be provided to this area in the same manner as it is currently provided to other similarly situated land within the corporate limits of the City. It is anticipated that the implementation of police patrol activities can be effectively accommodated within the current budget and staff appropriation.

**BUILDING INSPECTION**

*Existing Services:* Provide limited utility, fire and life safety inspection services.

***Services to be Provided:*** The Building and Planning Department will provide permit and inspection services upon the effective date of annexation. This includes issuing building, electrical and plumbing permits for any new construction and remodeling, and enforcing all other applicable codes which regulate building construction within the City of Lampasas.

### **PLANNING AND ZONING**

***Existing Services:*** None.

***Services to be Provided:*** The Building and Planning Department's responsibility for regulating development and land use through the administration of the City of Lampasas Zoning Ordinance will extend to this area on the effective date of the annexation. The property will also continue to be regulated under the requirements of the City of Lampasas Subdivision Ordinance. These services can be provided within the department's current staff and appropriation plans and/or budget.

### **ENVIRONMENTAL HEALTH CODE ENFORCEMENT SERVICES**

***Existing Services:*** None.

***Services to be Provided:*** Enforcement of the City of Lampasas' health and sanitation ordinances and regulations, including but not limited to, weed and brush ordinances, junked and abandoned vehicles ordinances and animal control ordinances, shall begin within these areas within sixty (60) days of the effective date of the annexation. These services can be provided within the department's current staff and appropriation plans and/or budget.

### **LIBRARY**

***Existing Services:*** Currently, the Public Library is open to county residents with additional costs of services provided.

***Services to be Provided:*** Free library use privileges will be available to anyone residing in this area. These services can be provided within the department's current staff and appropriation plans and/or budget.

### **PARKS AND RECREATION**

***Existing Services:*** Currently, Park and Recreation facilities are open to all citizens. Local associations and locally sponsored recreational events receive priority use of facilities.

***Services to be Provided:*** Park and Recreation facilities will be available to with no difference in services or costs provided to existing City residents, upon the effective date of annexation.

## **STREET**

*Existing Services:* State of Texas/Lampasas County

*Services to be Provided:* Street maintenance to the publicly owned street rights-of-way, not including state owned and maintained rights-of-way, will be provided by the City upon the effective date of the annexation. Routine maintenance will be scheduled as part of the City's annual street maintenance program in accordance with the current policies and procedures. A monthly street maintenance fee will be applied within thirty (30) days of the effective date of annexation, the same rate structure as that of the existing City residents will be applied.

## **STORM WATER MANAGEMENT**

*Existing Services:* State of Texas Road and Drainage Maintenance; Lampasas County

*Services to be Provided:* The City of Lampasas Street Department will continue to provide maintenance on existing drainage system, not maintained by the State of Texas upon the effective date of annexation. Routine maintenance will be scheduled as part of the City's annual street maintenance program in accordance with current policies and procedures. Developers will provide storm water drainage at their own expense and will be inspected by the City Engineers at time of completions. The City will then maintain the existing drainage facilities upon approval.

## **ELECTRIC SERVICE**

*Existing Services:* Currently, the City of Lampasas serves the area to be annexed with electric service for a fee that is greater than that of the residents of the City.

*Services to be Provided:* The City of Lampasas will continue to provide electric service to the annexed area. Within thirty (30) days of the effective date of annexation, the same rate structure as that of the existing City residents will be applied.

## **STREET LIGHTING**

*Existing Service:* None

*Services to be Provided:* The City of Lampasas will coordinate any request for improved street lighting in accordance with standard policy and as plans, appropriations and budget allow.

## **TRAFFIC ENGINEERING**

*Existing Services:* Roadway signage as provided by the State of Texas; and Lampasas County.

*Services to be Provided:* The Street Department will be able to provide, after the effective date of annexation, any additional traffic control devices as may be necessary.

The Building Official will provide all properties involved with City street designations and numeric addresses that comply with the City's street system, within 90 days of the effective date of annexation.

### **WATER SERVICE**

*Existing Services:* City of Lampasas public water supply system at rural cost.

*Services to be Provided:* The City of Lampasas public water supply will continue to provide water service to the area in accordance with the applicable codes and departmental policy. When other property develops in the area, water service shall be provided in accordance with extension ordinances and City policies. Extension of service shall comply with City codes and ordinances and State law. Within thirty (30) days of the effective date of annexation, the same rate structure as that of the existing City residents will be applied.

### **SANITARY SEWER SERVICE**

*Existing Services:* No services exist

*Services to be Provided:* Sanitary sewer service to the area of proposed annexation will be provided in accordance with applicable City codes and departmental policy. When property develops in the area, sanitary sewer service shall be handled in accordance with the present policies, codes and ordinances that apply to all residents of the City.

### **SOLID WASTE SERVICES**

*Existing Services:* Rural service providers

*Service to be Provided:* Solid Waste Collection shall be provided to the area of annexation in accordance with the present ordinance. Service shall comply with existing City policies, beginning with occupancy of structures. Within ninety (90) days of the effective date of annexation, solid waste collection services will be provided in the same manner and cost as that of existing City residents.

### **MISCELLANEOUS**

All other applicable municipal services will be provided to the area in accordance with the City of Lampasas' established policies governing extension of municipal services to newly annexed areas.

### **CAPITAL IMPROVEMENTS, AVAILABILITY AND LEVEL OF SERVICE**

The annexed area will be included with all other areas of the City for future planning for any new or expanded facilities, functions, and services to be funded by future capital improvements programs. The priorities assigned by these plans are driven by a desire to maintain an equitable level of service to all areas of the City with the same population density, land used and topography characteristics.

## Property Details

### Account

**Property ID:** 176047 **Geographic ID:** 20185-180-000-10

**Type:** Real **Zoning:**

**Property Use:**

### Location

**Situs Address:**

**Map ID:** **Mapsc0:** M15

**Legal Description:** ACR: 12.74 ABST: 0185 SURV: JAMES EASLEY LocCd:108

**Abstract/Subdivision:**

**Neighborhood:**

### Owner ⓘ

**Owner ID:** 23071

**Name:** KUKER RONALD W ETUX DEBRA F

**Agent:**

**Mailing Address:** PO BOX 934  
LAMPASAS, TX 76550-3003

**% Ownership:** 100.0%

**Exemptions:** For privacy reasons not all exemptions are shown online.

## Property Values

**Improvement Homesite Value:** \$0 (+)

**Improvement Non-Homesite Value:** \$0 (+)

**Land Homesite Value:** \$0 (+)

**Land Non-Homesite Value:** \$0 (+)

**Agricultural Market Valuation:** \$244,610 (+)

**Market Value:** \$244,610 (=)

<b>Agricultural Value Loss:</b>	\$243,490 (-)
<b>Appraised Value:</b>	\$1,120 (=)
<b>Homestead Cap Loss:</b>	\$0 (-)
<b>Assessed Value:</b>	\$1,120
<b>Ag Use Value:</b>	\$1,120

**VALUES DISPLAYED ARE 2023 PRELIMINARY VALUES AND ARE SUBJECT TO CHANGE PRIOR TO CERTIFICATION.**

Information provided for research purposes only. Legal descriptions and acreage amounts are for appraisal district use only and should be verified prior to using for legal purpose and or documents. Please contact the Appraisal District to verify all information for accuracy.

**Property Taxing Jurisdiction**

**Owner:** KUKER RONALD W ETUX DEBRA F **%Ownership:** 100.0%

<b>Entity</b>	<b>Description</b>	<b>Tax Rate</b>	<b>Market Value</b>	<b>Taxable Value</b>	<b>Estimated Tax</b>	<b>Freeze Ceiling</b>
CAD	CAD	0.000000	\$244,610	\$1,120	\$0.00	
LAM	LAMPASAS COUNTY	0.467400	\$244,610	\$1,120	\$5.23	
R&B	ROAD & BRIDGE	0.114100	\$244,610	\$1,120	\$1.28	
SLA	LAMPASAS ISD	1.202900	\$244,610	\$1,120	\$13.47	

**Total Tax Rate:** 1.784400

**Estimated Taxes With Exemptions:** \$19.98

**Estimated Taxes Without Exemptions:** \$4,364.82

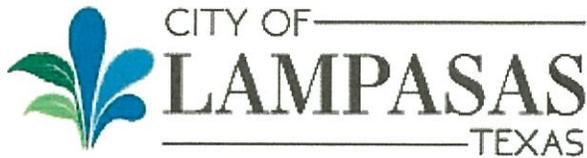
## NOTICE OF PUBLIC HEARING

### NOTICE IS HEREBY GIVEN TO ALL INTERESTED PERSONS, THAT:

The City of Lampasas, Texas proposes to institute voluntary annexation proceedings to enlarge and extend the boundary limits of the City to include the following described territory, to-wit:

**Being 12.74 acres of land out of the James Easley Survey, ABST No. 185, Lampasas County, Texas and being a part of that tract described in a Special Warranty Deed to the David and Karen Love Living Trust dated November 12, 2018 and recorded in Volume 550, page 125 of the Deed Records of Lampasas County**

A Public Hearing will be held by and before the City Council of the City of Lampasas, Texas, on August 14, 2023, beginning at 6:00 p.m. in the City Council Chambers of the Jack Calvert Municipal Building, City of Lampasas, Texas, located at 302 East Third Street, Lampasas, Texas 76550, for all persons interested in the above proposed annexation area, are invited to attend and shall have the right to appear before the City Council and be heard. Of all said matters and things, all persons interested in the things and matters herein mentioned, will take notice.



July 26, 2023

Honorable Randy Hoyer  
County of Lampasas  
501 East 4<sup>th</sup> Street Ste. 103  
Lampasas, Texas 76550

Dear Judge Hoyer,

The City Council of the City of Lampasas will hold a public hearing on Monday, August 14, 2023 and consider adopting a first and final reading of an Ordinance to voluntarily annex property for an area that is serviced by your organization. Local Government Code §43.0673 requires municipalities to give written notice of its intent to annex to public entities. The area of proposed annexation consists generally of the following:

***Being 12.74 acres of land out of the James Easley Survey, ABST No. 185, Lampasas County, Texas and being a part of that tract described in a Special Warranty Deed to the David and Karen Love Living Trust dated November 12, 2018 and recorded in Volume 550, page 125 of the Deed Records of Lampasas County***

The Public Hearing is open to the public and will provide all interested in the annexation an opportunity to be heard. The date and time of the public hearing is Monday, August 14, 2023 at 6:00 p.m. The location for such public hearing is the City Council Chambers located in the Jack Calvert Municipal Building at 302 East Third Street Lampasas, Texas. Notice of this public hearing has been published in the Lampasas Dispatch Record and which a copy is enclosed.

Also enclosed for your information are the Municipal Service Plan for the area of proposed annexation. The Municipal Service Plan provides for the extension of full municipal services to the area to be annexed by the same methods that it extends services to other areas of the municipality.

If you have any questions regarding this matter, please feel free to contact Becky Sims, City Secretary, at 512-556-6831.

Sincerely,

Becky Sims  
City Secretary

Attachments: Municipal Service Plan  
Notice of Public Hearing

MINUTES OF REGULAR MEETING OF THE GOVERNING BODY  
OF THE CITY OF LAMPASAS, TEXAS  
CALVERT MUNICIPAL BUILDING  
CITY COUNCIL CHAMBERS  
302 E THIRD STREET  
Monday, August 14, 2023  
5:30 p.m. Workshop Session  
6:00 p.m. Regular Session

ITEM 2.1

*(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 Pearce presiding.

**Council Members Present:**

Zachary Morris  
Chuck Williamson  
Charlie Pratus  
Eric Hernandez

**City Staff Present:**

Finley deGraffenried, City Manager  
Becky Sims, City Secretary  
Monica Wright, IT Director  
Ryan Ward, ACM  
Jody Cummings, Police Chief  
Jeff Smith, Fire Chief  
Yvonne Moreno, Finance Director  
Stacey Ybarra, EDC Director  
Chris Eicher, Parks Director

**Council Members Absent:**

Davis Keele  
Cathy Kuehne

**WORKSHOP SESSION**  
**5:30 p.m.**

**1. Call to order Workshop Session**

*Mayor Pearce opened the workshop session at 5:30 p.m.*

**2. Discussion regarding City Mural Sign Regulations.**

*Libby Bluntzer and Dianna Hodges, Vision Lampasas addressed Council regarding the mural sign regulation. They provided Council some history related to the Vision Lampasas Murals and how the ordinance came to be. They wanted to offer their expertise to newcomers in town who may have an interest in creating murals.*

**3. Discussion and Recap regarding the Recent Transmission Main Break and Current Drought and Conservation Stages.**

*Finley deGraffenried, City Manager, presented the following:*

- *July 26<sup>th</sup> Main Break Event*
  - *Repaired Sunday, July 30<sup>th</sup>*
  - *Boil Water Notice was rescinded Monday, July 31*
  - *77 city employees provided support*
  - *City's communication was effective reaching 5945 users, and 23,055 views on Alert Notifications*
  - *Estimated water storage capacity was 24 hours; managed 36+ hours by conservation efforts by City of Lampasas Residents*
- *Conservation Measures*
  - *KWSC interconnection*
  - *WCID connection*
  - *Relocation of KWSC raw water pumps to lower depths*
- *Stage 4 Modifications*

- *Outdoor irrigation systems prohibited*
- *Hand watering by hose or bucket only during specific hours*
- *Commercial Car Washes- limited operating hours*
- *Will not prohibit new water services based on insignificant number of new developments*

**4. Discussion regarding FY 2023/2024 Budget Status and Modifications.**

*Finley deGraffenried, City Manager reviewed the following:*

- *Reminded Council that on the July 24, 2023 budget presentation the Projected Year End was \$404,721.00, and the Proposed FY 2024 Budget was in a \$326,730.00 surplus position*

*Budget Memo No. 1. Includes:*

- *Addition of new Parks Department Truck*
- *Water Assessment Study*
  - *Water Quality*
  - *Water Capacity*
  - *Aquifer*
  - *Conservation*
  - *Data Collection/Analysis*
- *Electric Savings Adjustments*
  - *Business Park Materials*
- *COLA and Market Adjustments*
- *2 new FTE's; one to start in March after duties are defined*
- *No additional Funding for agencies or organizations is included in the Proposed FY 2024 Budget*

*Council discussed funding the Water Assessment Study from non-operating funds, Fund 68, and to utilize the expense savings for additional market adjustments*

**5. Discussion regarding Right of Way Use Permit Process and associated fees.**

*Ryan Ward, Assistant City Manager presented the following:*

*The goal of this permit will be to gather all required information as it relates to liability, safety and infrastructure improvements, as well as the impact to the traveling public. The basis of this permit is to allow staff knowledge of when and where work is being done throughout the City and to ensure coordination happens, to minimize conflict in the ROW.*

*This permit is intended to be used by all contractors, when access to the City ROW is needed to complete a project, with few exceptions. The Manual of Uniformed Traffic Control Devices (MUTCD) mandates that should work be done alongside or within the ROW of any street, that the appropriate signage and devices are required to be used, ensuring safety of the construction workers, as well as the traveling public. This Traffic Control Plan (TCP) requires review from staff, to ensure the correct plan is in place, based on the proposed Work Zone.*

*Proposed ROW Use Permit fee is \$150.00. This fee is directly related to administration and plan review by staff.*

*Council discussed the need for some latitude in permitting requirements and enforcement depending on the scope of the project.*

## 6. Discussion regarding Pool Season.

*Chris Eicher, Parks Director presented the following:*

*With the beginning of High School and college, there has been a significant shortage in lifeguards. Hancock Springs will stay open through Labor Day as long as staff is available. Hanna Springs will be open for aerobics and for scheduled birthday parties. Lap Swim will still take place at Hancock Springs Pool.*

## 7. Discussion regarding Solar Eclipse Event.

*Stacey Ybarra, EDC Director, Chris Eicher, Parks Director and Melissa Unger, Chamber Director presented the following regarding the Solar Eclipse Event*

- *Preparing for 580 Sports Complex Organizational Meeting*
- *Possibly assign one representative from each organization to be part of event committee*
- *Identify the following:*
  - *Site Structure*
    - *Number of Parking Spaces*
    - *Food Truck*
    - *Vendors*
  - *Security Requirements*
  - *Need for Parking Management*
    - *Minimize number of cars*
    - *Cost of parking to recoup costs*
  - *Allow or Prohibit Overnight Camping*
  - *Prepayment of parking spaces*
    - *credit card system*
  - *Manage gate comings and goings*
- *Council member Williamson recommends 1000 parking spaces and utilization of parking management company for parking and security*
- *Council member Pratus agrees with organization volunteering to assist but not managing*
  - *Keep gate closed until entry time*
  - *Parking & Security Management*
  - *No Camping*
- *Mayor Pro-Tem Morris suggests weekend package for parking i.e., (Friday – Monday or Saturday-Monday) \$500.00. Allow vendors, food trucks, and possible live music.*
- *In light of the need to limit congestion on the day of the event, Council was open to overnight camping at City viewing sites*

## 8. Discussion regarding any item on the regular agenda

*There was no discussion.*

## 9. Adjourn Workshop Session

Council member Pratus moved to adjourn workshop at 6:47 p.m., the motion was seconded by Mayor Pro -Tem Morris and with a unanimous vote, the motion carried. (Keele & Kuehne absent)

Without objection Council took at 10-minute break

<b>REGULAR SESSION</b>
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**ANNOUNCEMENTS**

**A. Call to Order**

Mayor Pearce called the Regular Session to order at 7:00 p.m.

**B. 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

**C. Presentations and Proclamations**

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

Ms. Delores Torrez voiced her concerns to Council relating to her funeral escort from St. Mary's Catholic Church to Oakhill Cemetery. She is concerned about her final wishes and wants to make sure her preferred route is documented when the time comes.

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

1.3	Public hearing to receive citizen comments regarding a request to amend Chapter 66 Streets, Sidewalks and other Places, Article IV. Excavation, adding Section 66-129 Temporary Use of Right-Of-Way for Construction, Excavation, or Facility Installation and associated fees.
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Mayor Pearce opened the public hearing for testimony. Becky Sims, City Secretary advised this item was discussed during workshop. With no citizen comment the public hearing was closed.

1.4	Public hearing to receive citizen comments to consider a Preliminary Plat for the Moore Subdivision, 5.556 acres, a subdivision out of the L.H.W Johnson Survey, A-419 Lampasas Texas, Lampasas County.
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Mayor Pearce opened the public hearing.

Mrs. Sims advised of the following:

*Sam Walker, Eckermann Engineering and Joe Abel, property owner is asking City Council to consider approval, denial or approval with modifications of the Preliminary Plat of the Moore Subdivision. The proposed development is 5.556 acres and has been platted into 4 lots.*

*The lots meet the zoning requirements for the Retail Zoning District. Lots 1 & 2 will consist of a ±21,800 sq ft Gym and a ±4,900 sq ft Spa. The development was granted a variance by the Zoning Board of Adjustments to the number of required parking spaces in February 2023.*

*As of July 20, 2023, all staff comments pertaining to the Plat and Site Plan have been addressed.*

*This property is located within Lampasas City Limits. The 5.556 acres is zoned Retail "R". The area surrounding the property is zoned Retail "R"*

*City Water, Sewer and Electric are available. Electric design and easements are still being discussed by both parties and will be dedicated by separate instruments.*

*Planning Commission did recommend approval at the August 3, 2023 meeting.*

*Council inquired how TXDOT Highway 281 project will affect this development, Mrs. Sims advised that they have been working together due to access off of 281, as well as, electric service that will feed traffic signal.*

*With no additional comments, the public hearing was closed.*

1.5	Public hearing to receive citizen comments to consider a Final Plat for the Moore Subdivision, 5.556 acres, a subdivision out of the L.H.W Johnson Survey, A-419 Lampasas Texas, Lampasas County.
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*Mayor Pearce opened the public hearing.*

*This item is similar to 1.4; with the exception of Final vs. Preliminary*

*With no additional comments pertaining to this item, the public hearing was closed.*

1.6	Public hearing to receive citizen comments to consider a request to amend the City of Lampasas Zoning Ordinance by amending the following Business Park Zoning Districts: Section 30 A – Business Park Zone 1 –Low Intensity – “BPZ1” Section 30 B – Business Park Zone 2 – Medium Intensity- “BPZ2” Section 30 C – Business Park Zone 3 – High Intensity – “BPZ3”
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*Mayor Pearce opened the public hearing.*

*Mrs. Sims advised of the following:*

*Staff request to amend Ordinance No. 878; the City of Lampasas Zoning Ordinance; to modify the following new business park districts that were added to the City of Lampasas Zoning Regulations in July 2018*

- Section 30-A Business Park Zone 1 (Low Intensity) “BPZ1” The Low Intensity District anticipates land uses that have minimal impact to adjacent land uses in terms of noise, traffic, density and that have design standard’s that promote a higher architectural standard including landscaping, exterior finishes and signage.*
- Section 30-B Business Park Zone 2 (Medium, Intensity) “BPZ2” The Medium Intensity District anticipates land uses that can accommodate slightly more intense uses that require more frequent or after hour traffic patterns; have a greater potential for increased noise and have a reduced construction and design standard due to the proximity away from main streets or access.*

- **Section 30-C Business Park Zone 3 (High Intensity) “BPZ3”** The High Intensity District anticipates uses that are typical of a zoning district with higher volume of traffic, possible in the evening and weekend; noise generated from more intense manufacturing or assembly; and greater latitude for exterior finishes and outdoor storage of materials.
- Staff & LEDC Board have been working on final covenants, restrictions and zoning regulations since January 2022. In May 2023 the board approved the final covenants draft. Since that time Staff has worked diligently to modify the zoning regulations to fit the covenants and the vision of the board.

**Highlights**

- The Zoning Distinctions, General Purposes and Description remained the same.
- The maximum height is 70 ft (6-7 stories dependent on floor height).
- The minimum square foot is 3,000.
- No Temporary Portable Buildings
- BP1- will allow Light Industrial with Office Showroom
- Outdoor Storage is allowed based on specific percentage of floor area or lot- BP1- Requires outdoor storage to be screened from public view.
- Outdoor Retail Sales Display are permitted in all districts.
- The Permitted Uses in each zone have been identified, which provides more detail than simply retail, commercial, industrial uses.

Planning Commission did recommend approval at the August 3, 2023 meeting.

With no additional comments, the public hearing was closed.

1.7	Public hearing to receive citizen comments to consider a request to rezone property being 151.64 acres out of the Daniel Stanley Survey, Abstract 0631, more specifically being the Lampasas Economic Development Corporation Business Park located on South U.S. Highway 183 from an area zoned Agricultural “AG” to Business Park Zone 1 “BPZ1”, Business Park Zone 2 “BPZ2” and Business Park Zone 3 “BPZ3”
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Mayor Pearce opened the public hearing.

Mrs. Sims advised of the following:

Request to rezone property being 151.64 acres out of the Daniel Stanley Survey, Abstract 0631, more specifically being the Lampasas Economic Development Corporation Business Park located on South U.S. Highway 183 from an area zoned Agricultural “AG” to Business Park Zone 1 “BPZ1”, Business Park Zone 2 “BPZ2” and Business Park Zone 3 “BPZ3”

- Lot 1- 7.526 acres –BP1- Low Intensity
- Lot 2- 3.703 acres- BP2- Medium Intensity
- Lot 3- 9.762 acres- BP3-High Intensity
- Lot 4- 98.81 acres- Split between BP2 Medium (Business Blvd. Frontage) & BP3 High Intensity
- Lot 5- 25.192 acres Split between BP1-Low (183 Frontage) & BP-2 Medium Intensity

Planning Commission did recommend approval at the August 3, 2023 meeting.

With no additional comments, the public hearing was closed.

1.8	Public hearing to receive citizen comments regarding Voluntary Annexation of 12.74 acres of land out of the James Easley Survey, ABST No. 185, Lampasas County, Texas and being a part of that tract
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described in a Special Warranty Deed to the David and Karen Love Living Trust dated November 12, 2018 and recorded in Volume 550, page 125 of the Deed Records of Lampasas County
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*Mayor Pearce opened the public hearing.*

*Mrs. Sims advised of the following:*

*Ron Kuker filed the petition for Voluntary Annexation on July 17, 2023. Legislation has changed regarding the voluntary annexation process. Council is no longer required to grant the petition to proceed with the Public Hearing. The change to the law has granted a more expediate process for Voluntary Annexation. The subdivision is 12.74 acres of land and the owner has requested that proceeding the annexation that the property be zoned multi-family-2 apartments. Staff has published the public hearing in the newspaper and sent the required certified letters to the various entities per Local Government Code §43.0673.*

*Mr. Paul Cramer voiced his concerns with the annexation. He enjoys living outside City Limits. He stated, with the previous annexation in 2016 and, if this annexation is approved, he will be surrounded on three sides of his property by property inside the City limits. He does not want to worry about being annexed into the city. He also voiced concern about a new apartment development being built and not maintained by the property owner. He asked that Council consider his request to not approve this annexation.*

*Mayor Pro-Tem Morris commented that with legislative changes the only annexation allowed at this time is voluntary.*

2.0	MINUTES
2.1	Discussion and possible action concerning the approval of minutes of the Regular Meeting held on July 24, 2023.

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

2.2	Discussion and possible action concerning the approval of minutes of the Special Called Meeting held on August 7, 2023.
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*Council member Williamson moved to approve the minutes as presented; the motion was seconded by Mayor Pro-Tem Morris and with a unanimous vote, the motion carried. (Keele &Kuehne absent)*

3.0	CONSENT AGENDA
3.1	Discussion and possible action regarding purchases and charges in excess of \$4,000 from July 1, 2023-July 31, 2023
3.2	Discussion and possible action regarding the June 2023 Investment Report.

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

- Hamilton EMS* Attached is the Hamilton County Hospital District, Emergency Medical Services, report for July. Of the 313 total calls for service in Lampasas County, 135, or 44%, were for service in the City of Lampasas. City response time is indicated well within target at an average of 5 minutes and 41 seconds. It also appears, through conversation with Hamilton EMS and Chief Cummings, that dispatch services have met all parties' expectations.
- Executime* Staff continues with training and implementation of Executime, payroll, timesheet and time-off, software. The program will integrate reporting, payroll and time-off with the City's Incode software including the General Ledger. Although changing processes can be difficult, the end result will ultimately save time and paper. The City will begin the pilot testing and implementation of the program on August 20<sup>th</sup>.
- HOTDA* Attached is the Heart of Texas Defense Alliance Fast Facts for Fort Cavazos. In addition to showing current populations and deployments, the report is also a reminder of the economic impact of the Post to central Texas. The current assigned military strength also includes an additional 48,484 soldier and airmen dependents.
- Hostess House* As previously reported to Council, staff has been in contact with Reliance Architecture regarding Council's concerns and action regarding a new scope for the Hostess House. Reliance has indicated a strong desire to work with Council to meet the needs of the City and the project. Due to pending work on water issues, budget and utility matters, staff is targeting August 28<sup>th</sup> to discuss the matter with Council. This date should allow staff and Reliance to provide additional options for discussion.
- National Night Out* Chief Cummings reports that plans are being made for the National Night Program October 3<sup>rd</sup> at the HEB parking lot. The annual event is held to promote public interaction with local and State public safety and first responder personnel. Agencies will be in attendance representing law enforcement, fire departments, emergency medical districts and support organizations. Food and entertainment have also been scheduled.
- Calvert Building* Becky reports that repairs are being made to the roof, scuppers and downspouts at the Calvert Building. The contractor included a combination of warranty work with some discounted upgrades (downspouts), which should eliminate issues with drainage and leaks. After exterior repairs are made, contractors will begin improvements to paint and plaster.
- Board Appointments* Staff reminds Council that board and committee appointments, for expiring terms, are normally made in September. Over the next few Council meetings, Becky will provide rosters of committees with positions up for renewal and appointment. If you are aware of any individuals that have an interest in serving, please refer them to the website, or to Becky directly for an application.

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 selection of website photo contest
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*Mayor Pro-Tem Morris moved to select photo number 3; the motion was seconded by Council member Hernandez and with a unanimous vote, the motion carried. (Keele and Kuehne absent)*

7.2	Discussion and possible action to approve the first reading of an Ordinance to amend Chapter 66 Streets, Sidewalks and other Places, Article IV. Excavation, adding Section 66-129 Temporary Use of Right-Of-Way for Construction, Excavation, or Facility Installation and Ordinance to amend Appendix A Fee Schedule for Section 66 Streets adding Rates and Fees for Temporary Use of Right of Way as defined.
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*Mayor Pro Tem Morris moved to approve the first reading of an Ordinance to amend Chapter 66 Streets, Sidewalks and other Places, Article IV. Excavation, adding Section 66-129 Temporary Use of Right-Of-Way for Construction, Excavation, or Facility Installation and Ordinance to amend Appendix A Fee Schedule for Section 66 Streets adding Rates and Fees for Temporary Use of Right of Way as defined, the motion was seconded by Council member Pratus and with a unanimous vote the motion carried. (Keele & Kuehne absent)*

7.3	Discussion and possible action to consider approval of the Preliminary Plat of the Moore Subdivision, 5.556 acres, a subdivision out of the L.H.W Johnson Survey, A-419 Lampasas Texas, Lampasas County.
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*Mayor Pro Tem Morris moved to approve the Preliminary Plat of the Moore Subdivision, 5.556 acres, a subdivision out of the L.H.W Johnson Survey, A-419 Lampasas Texas, Lampasas County, the motion was seconded by Council member Hernandez and with a unanimous vote, the motion carried. (Keele & Kuehne absent)*

7.4	Discussion and possible action to consider approval of the Final Plat of the Moore Subdivision, 5.556 acres, a subdivision out of the L.H.W Johnson Survey, A-419 Lampasas Texas, Lampasas County
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*Mayor Pro Tem Morris moved to approve the Final Plat of the Moore Subdivision, 5.556 acres, a subdivision out of the L.H.W Johnson Survey, A-419 Lampasas Texas, Lampasas County, the motion was seconded by Council member Hernandez and with a unanimous vote, the motion carried. (Keele & Kuehne absent)*

7.5	Discussion and possible action to consider approval to amend the City of Lampasas Zoning Ordinance by amending the following Business Park Zoning Districts: Section 30 A – Business Park Zone 1 – Low Intensity - “BPZ1” Section 30 B – Business Park Zone 2 – Medium Intensity- “BPZ2” Section 30 C – Business Park Zone 3 – Medium Intensity- “BPZ3”
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*Mayor Pro-Tem Morris moved to approve the first reading of an Ordinance to amend the City of Lampasas Zoning by amending the following Business Park Zoning Districts: Section 30 A – Business Park Zone 1 –Low Intensity - “BPZ1” Section 30 B – Business Park Zone 2 – Medium Intensity- “BPZ2” and Section 30 C – Business Park Zone 3 – Medium Intensity- “BPZ3”, the motion was seconded by Council member Williamson and with a unanimous vote, the motion carried.(Keele & Kuehne absent)*

7.6	Discussion and possible action to consider approval to consider a request to rezone property being 151.64 acres out of the Daniel Stanley Survey, Abstract 0631, more specifically being the Lampasas Economic Development Corporation Business Park located on South U.S. Highway 183 from an area zoned Agricultural “AG” to Business Park Zone 1 “BPZ1”, Business Park Zone 2 “BPZ2” and Business Park Zone 3 “BPZ3”
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*Mayor Pro Tem Morris moved to approve the request to rezone property being 151.64 acres out of the Daniel Stanley Survey, Abstract 0631, more specifically being the Lampasas Economic Development Corporation Business Park located on South U.S. Highway 183 from an area zoned Agricultural "AG" to Business Park Zone 1 "BPZ1", Business Park Zone 2 "BPZ2" and Business Park Zone 3 "BPZ3", the motion was seconded by Council member Hernandez and with a unanimous vote, the motion carried. (Keele & Kuehne absent)*

7.7	Discussion and possible action regarding the first & final reading of an Ordinance to approve Voluntary Annexation request from Ron Kuker for 12.74 acres of land out of the James Easley Survey, ABST No. 185, Lampasas County, Texas and being a part of that tract described in a Special Warranty Deed to the David and Karen Love Living Trust dated November 12, 2018 and recorded in Volume 550, page 125 of the Deed Records of Lampasas County
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*Council member Hernandez moved to approve the first & final reading of an Ordinance to approve Voluntary Annexation request from Ron Kuker for 12.74 acres of land out of the James Easley Survey, ABST No. 185, Lampasas County, Texas and being a part of that tract described in a Special Warranty Deed to the David and Karen Love Living Trust dated November 12, 2018 and recorded in Volume 550, page 125 of the Deed Records of Lampasas County, the motion was seconded by Council member Williamson.*

*Mayor Pearce opened the floor for discussion. Mayor Pro Tem Morris wanted more time to consider request based on public testimony from Mr. Cramer. Council member Pratus agreed.*

*With the motion to approve on the floor, Mayor Pearce did not obtain a unanimous vote, so therefore the motion did not pass.*

*Staff will bring back item back for consideration at the next Council meeting.*

7.8	Discussion and possible action regarding the approval of pole attachment agreement by and between Fiberlight, LLC and the City of Lampasas for use and attachment to City's utility poles.
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*Mayor Pro-Tem moved to approve the pole attachment agreement by and between Fiberlight, LLC and the City of Lampasas for use and attachment to City's utility poles; the motion was seconded by Council member Williamson and with a unanimous vote, the motion carried. (Keele and Kuehne absent)*

7.9	Discussion and possible action regarding the creation of a mural at Hester's Book Store located at 516 E 4 <sup>TH</sup> Street.
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*Mayor Pro-Tem Morris moved to approve the mural for Hester's Bookstore as their business sign for marketing and advertising, the motion was seconded by Council member Hernandez and with a unanimous vote, the motion carried. (Keele and Kuehne absent)*

7.10	Discussion and possible action regarding the proposed tax rate for the City of Lampasas upon all property subject to taxation within the City of Lampasas, Texas for the 2023 Tax Year for the use and support of the Municipal Government of the City of Lampasas for the Fiscal Year beginning October 1, 2023 and ending September 30, 2024; apportioning said levy amount the various funds and items for which revenue must be raised including providing a sinking fund for the retirement of the bonded debt of the City
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*Mayor Pro-Tem Morris moved to approve the proposed tax rate for the City of Lampasas upon all property subject to taxation within the City of Lampasas, Texas for the 2023 Tax Year for the use and support of the Municipal Government of the City of Lampasas for the Fiscal Year beginning October 1, 2023 and ending September 30, 2024 at \$0.304888 per \$100.00 valuation; apportioning said levy amount the various funds and items for which revenue*

must be raised including providing a sinking fund for the retirement of the bonded debt of the City, the motion was seconded by Council member Hernandez and by a roll call vote, the motion carried. (Keele and Kuehne absent)

Council member Williamson- Aye  
 Council member Pratus- Aye  
 Mayor Pro-Tem Morris- Aye  
 Mayor Pearce- Aye  
 Council member Hernandez- Aye

7.11	Discussion and possible action concerning the scheduling of one public hearing regarding the proposed tax rate upon all property subject to taxation within the City of Lampasas, Texas for the 2023 Tax Year for the use and support of the Municipal Government of the City of Lampasas for the Fiscal Year beginning October 1, 2023 and ending September 30, 2024; apportioning said levy among various funds and items for which revenue must be raised including providing a sinking fund for the retirement of the bonded debt of the City
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Mayor Pro-Tem Morris moved to schedule one Public Hearing on September 6, 2023 at 5:30 p.m.; the motion was seconded by Council member Pratus and with a unanimous vote, the motion carried. (Keele and Kuehne absent)

7.12	Discussion and possible action regarding approval of the Investment and Strategy Policy Resolution
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Council member Hernandez moved to approve the Investment and Strategy Policy Resolution, the motion was seconded by Mayor Pro-Tem Morris and with a unanimous vote, the motion carried. (Keele & Kuehne absent)

Adjourn into Executive Session

Mayor Pro-Tem Morris moved to adjourn into executive session at 8:00 p.m.; the motion was seconded by Council member Williamson and with a unanimous vote, the motion carried. (Keele and 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	
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 regular session at 8:24 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 coming out of Executive Session.

Adjourn- Mayor Pro Tem Morris moved to adjourn at 8:26 p.m., the motion was seconded by Council member Hernandez and with a unanimous vote, the motion carried. (Keele and Kuehne absent)

PASSED AND APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Herb Pearce, Mayor

ATTEST

\_\_\_\_\_  
Becky Sims, City Secretary

  
**City Manager**ITEM NO. 3.1

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

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**Subject:**

Discussion and possible action to approve the second reading of an Ordinance to amend Chapter 66 Streets, Sidewalks and other Places, Article IV. Excavation, adding Section 66-129 Temporary Use of Right-Of-Way for Construction, Excavation, or Facility Installation and an Ordinance to amend Appendix A Fee Schedule for Section 66 Streets adding Rates and Fees for Temporary Use of Right of Way as defined.

**Requested By:** Ryan Ward, ACM**Submitted By:** Ryan Ward, ACM**Date Submitted:** August 10, 2023**For the Agenda of:** August 28, 2023**Procurement and Funding Statement:**

N/A

**Attachments:**

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**Summary Statement:**

This is the second reading of an Ordinance

**Recommendation:**

To consider a motion to approve the second reading of an Ordinance to amend Chapter 66 Streets, Sidewalks and other Places, Article IV. Excavation, adding Section 66-129 Temporary Use of Right-Of-Way for Construction, Excavation, or Facility Installation and an Ordinance to amend Appendix A Fee Schedule for Section 66 Streets adding Rates and Fees for Temporary Use of Right of Way as defined.

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**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE OF THE CITY OF LAMPASAS CODE OF ORDINANCES AMENDING  
CHAPTER 66 STREETS, SIDEWALKS AND OTHER PUBLIC PLACES ARTICLE IV.  
EXCAVATIONS ADDING SEC. 66-129 TEMPORARY USE OF RIGHT-OF-WAY FOR  
CONSTRUCTION, EXCAVATION, OR FACILITY INSTALLATION, REPEALING ANY  
INCONSISTENT PROVISIONS; PROVIDING FOR SEVERABILITY CLAUSE; REPEALER  
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; and

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 understands the importance of protecting City infrastructure, roadways and utility easements and right of ways; 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 66, Streets, Sidewalks, and Other Public Places, Article IV. Excavations adding Sec. 66-129 Temporary Use of Right of Way for Construction, Excavation, or Facility Installation, of the Code of Ordinances, City of Lampasas, is hereby amended as follows:

**Sec. 66-129 Temporary Use of Right of Way for Construction, Excavation, or Facility Installation**

**(A) PERMIT REQUIRED.**

Unless a person obtains a right-of-way use permit from the director, a person may not:

- (1) block, direct, impede, or reroute pedestrian and vehicular traffic on or abutting a right-of-way;  
or
- (2) place a barricade or other traffic control device in a right-of-way.

**(B) APPLICATION REQUIRED.**

- 1) To obtain a right-of-way use permit or a renewal or extension of a right-of-way use permit, a person must make application to the director on the City of Lampasas Website form not later than the tenth city business day before the person intends to use the right-of-way.
- 2) The director may accept an application after the deadline established in Subsection (1) due to an emergency as determined by the director.
- 3) In an application, an applicant must:

- 
- a. be the legal identity of the entity or individual who is the applicant for the permit to be issued;
  - b. state the reason that use of the public right-of-way is necessary; and
  - c. demonstrate that the applicant's proposed use of the right-of-way is the minimum necessary to perform the proposed activity on or abutting a right-of-way.
- 4) In an application, an applicant must agree to:
- a. comply with permit conditions; and
  - b. accept service of a written notice of violation presented to the applicant, site manager, site supervisor, project superintendent, or prime contractor by a City official.
- 5) If a right-of-way use permit is necessary to perform work under a building permit, demolition permit, driveway approach permit, or other City permit, an application for the right-of-way use permit must accompany an application for the building, demolition, driveway approach, or other City permit.
- 6) An application submitted must be accompanied by a nonrefundable permit fee in the amount of \$150.00 established by separate ordinance.

**(C) ACTION BY THE DIRECTOR.**

- (1) Not later than the fifth City business day after receiving an application, the director shall:
  - (a) approve the application and issue the permit;
  - (b) request additional information from the applicant;
  - (c) deny the permit; or
  - (d) notify the requestor the right-of-way use permit is not required for use proposed.
- (2) If the director requests that an applicant provide additional information, the director shall approve or deny the permit not later than the second City business day after receiving the requested information.
- (3) In reviewing an application, the director shall consider:
  - (a) the reasonableness of the amount of right-of-way requested to be occupied given the extent and type of construction to be performed;
  - (b) the period of time that the applicant requests to occupy the right-of-way;
  - (c) the safety of pedestrian and vehicle traffic in and adjacent to the right-of-way the applicant requests to occupy; and
  - (d) traffic congestion and vehicle parking requirements in the vicinity of the location specified in the application.
- (4) The director will not approve an application for a right-of-way use permit if the applicant fails to demonstrate that the applicant will provide adequate protection of pedestrian and vehicle traffic at the location for which the right-of-way use permit is requested.
- (5) The director may deny an application if:

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- (a) a traffic control procedures or devices proposed in the application does not comply with the requirements of the Manual on Uniform Traffic Control Devices;
  - (b) the director determines that it is unnecessary to impede traffic or to block or close a street to perform the activity proposed in the application;
  - (c) the activity proposed by the applicant or the manner in which the applicant proposes to perform the activity will violate a City requirement or a State law;
  - (d) the applicant fails to furnish information required by this article within the prescribed time period, unless the director determines that the applicant has shown good cause for the failure;
  - (e) the applicant misrepresents or falsifies information in the application;
  - (f) the location on which the proposed activity is to occur is reserved for other activity and the director determines that the projects cannot be conducted simultaneously; or
  - (g) the activity proposed in the application will cause a safety hazard or unreasonable traffic congestion.
- (6) An application is automatically denied if an applicant does not provide additional information on or before the 30<sup>th</sup> calendar day after the request is made.

**(D) PERMIT CONDITIONS.**

As a condition of permit issuance, the director may:

- (1) require the use of an additional traffic control or safety device; beyond those proposed by the applicant;
- (2) require that an activity be performed only during a certain time of day or on a certain day of the week;
- (3) limit the area or number of traffic lanes that a permittee may block or close at one time or at a certain time of the day;
- (4) prohibit the placement of material and equipment in a specific area, e.g., a traffic lane or portion of the right-of-way;
- (5) unless an emergency condition exists, require that a permittee coordinate the detouring of traffic with the director before the permittee implements a detour; or
- (6) impose another condition the director considers necessary.

**(E) PERMIT FEE.**

- (1) The director may not issue a permit under this division until the applicant pays the permit fee in the amount of \$150.00 established by a separate ordinance.

**(F) PERMIT TERM.**

A permit issued under this division will be effective for a maximum of 180 calendar days. The expiration date of the permit shall be stated on the permit.

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**(G) TRAFFIC CONTROL DEVICES.**

- (1) The permittee must comply with the procedures for erecting and maintaining a traffic control and warning device required by the Texas Manual on Uniform Traffic Control Devices.
- (2) The director may approve the use of a traffic control or warning device that differs from the device required by the Texas Manual on Uniform Traffic Control Devices on a determination by the director that the alternative equipment is as effective as the equipment required by the Texas Manual on Uniform Traffic Control Devices.
- (3) When necessary, the City will install a regulatory sign required by the Texas Manual on Uniform Traffic Control Devices, or the director.

**(H) RESTORATION OF WORK SITE.**

- (1) After completing an activity that requires a permit under this division, the permittee shall restore the right-of-way to its original condition; within 48 hours of completion of the permitted activity.
- (2) If the director revokes a permit issued under this division, the permittee shall restore the right-of-way to its original condition not later than 24 hours after the revocation.
- (3) If the director determines that a permittee has not complied with Subsection (1) or (2), the City may restore the area of activity to its original condition at the permit holder's expense including, if applicable, the cost of labor, material, overhead, equipment rental, and attorney's fees.
- (4) If the City is required to restore an area following a permittee's failure to do so, as stated in subsection (1) above, then the City may take any and all actions necessary to collect the costs incurred by the City for such restoration activities from the permittee, and the permittee shall not be eligible to apply for or receive any additional permits, of any type, from the City in the future.

**(I) DEFINITIONS.**

In this Article:

- (1) **APPLICANT** means an owner or authorized agent of an owner, who submits an application for a permit under this division.
- (2) **AS-BUILT DRAWING** means a drawing or plan that shows the horizontal and vertical alignment, facility dimensions, type of encasement, and any other information determined by the director to help identify and protect the facility installed in the right-of-way.
- (3) **CITY BUSINESS DAY** means a day on which city offices conduct business.
- (4) **DAMAGES** mean actual damages, whether direct or indirect, to the surface or subsurface of the right-of-way or adjacent area.
- (5) **DEPARTMENT** means the department designated by the City Manager.
- (6) **DIRECTOR** – staff member designated by the City Manager
- (7) **EMERGENCY OPERATIONS** mean operations or repairs of facilities to prevent imminent harm to the health, safety, or welfare of persons or property.
- (8) **EXCAVATION** means an activity that removes or otherwise disturbs soil, pavement, driveways, curbs, or sidewalks in the right-of-way. Excavation does not include routine homeowner maintenance and landscaping activity immediately adjacent to the homeowner's property line, unless the activity removes or disturbs the paved portion of the right-of-way.

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- (9) EXCAVATION SEQUENCE means a document describing the order, estimated start and completion dates of all excavation projects approved during a six-month period.
  - (10) FACILITY means property or equipment permanently located in the right-of-way except equipment related to landscaping activity.
  - (11) INSTALLATION means the placement or construction of a facility on-site, whether the placement of construction is on, below, or above the surface of the right-of-way, for a term longer than 180 days, and includes replacement or modification of the facility.
  - (12) NEW STREET means the paved portion of the right-of-way that:
    - (a) has been constructed or reconstructed:
      - (i) for at least 300 feet with a minimum of one and a half inches of asphaltic pavement overlay or from joint to joint for concrete pavement;
      - (ii) during the preceding seven years for a collector or arterial street; or
      - (iii) during the preceding five years for a residential street or alley; or
  - (13) OWNER means a person or entity, other than the City, who owns or controls a facility in a right-of-way.
  - (14) PERMIT means a permit issued under this division to excavate or to install facilities in the City's right-of-ways.
  - (15) PERMIT HOLDER means a person who receives a permit under this division and that person's agent.
  - (16) PROJECT DESCRIPTION means a document listing the proposed excavation route, the estimated length, width, and depth of the facilities installed along that route, and the projected date that the applicant will begin excavation on a project.
  - (17) RESIDENTIAL STREET means a public street classified by the director as "local streets-general," "local streets-loop," and "collector-residential."
  - (18) RIGHT-OF-WAY means the total surface area, and the area above and below the surface, between property lines that is dedicated, deeded, reserved by plat or otherwise owned or controlled by the City as a public roadway, highway, street, public sidewalk, alley, waterway, or utility easement in which the municipality has an interest.
  - (19) RIGHT-OF-WAY ASSIGNMENT means a specific portion of right-of-way designated by the director for the placement of a facility.
  - (19) ROUTINE WORK means an excavation project of 300 linear feet or less.

**(J) PERMIT AMENDMENT, SUSPENSION, OR REVOCATION.**

- (1) A permit is subject to amendment, suspension, or revocation by the director for a violation of federal, state, or local law or if the permit holder does not meet the requirements under this Article.
- (2) In addition to the grounds described in subsection (1) above, the director may also suspend or revoke a permit if:
  - (a) Owner or permit holder fails to maintain correct and current information with the director regarding the identity, authority, and contact information or the plans, specifications, and as-built drawings of facilities installed in the right-of-way;
  - (b) Owner or permit holder provides false or misleading information to the director or any officer, employee, or contractor of the City;

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- (c) Owner or permit holder threatens, takes step to/ or files bankruptcy, is insolvent, or fails to meet financial obligations on a timely basis, or is unable to obtain or maintain the financial resources needed to properly maintain facilities or provide adequate service;
  - (d) Owner or permit holder fails to provide the director regular reports;
  - (e) Owner or permit holder engages in fraudulent, unfair, misleading, deceptive, or anti-competitive practices or unlawful discrimination;
  - (f) Owner or permit holder shows a pattern of not responding to inquiries by the director or citizen complaints in a timely fashion;
  - (g) A federal, state, or local registration, certification, or license of owner or permit holder is suspended; or
  - (h) Owner or permit holder is charged, indicted or convicted of a crime or felony, specifically including, but not limited to or any crime involving theft, fraud, or deceit related to the permit holder's service.

**(K) NO WARRANTY OF TITLE; PROPERTY CLAIMS.**

- (1) The City disclaims any warranty, title, or use of the right-of-ways for any particular purposes. This includes any warranty that the City's title to public right-of-way is free and clear of any impairment or superior claim that may prohibit a permit holder from undertaking any activity for which a permit is issued. The City will not undertake an action to clear title of right-of-ways on behalf of a permit holder necessary for the permit holder to undertake any permitted activity in the right-of-ways.
- (2) If a permit or application for a permit is challenged by a person, other than the City of Lampasas, claiming a superior right to the public right-of-way or claiming the activity conflicts with that person's property interests, the applicant or permit holder will be held entirely responsible, to the exclusion of any responsibility of the City and without contribution from the City, for defending against the claim until final resolution of the claim. If an applicant or permit holder receives notice of a claim, the applicant or permit holder shall cease all activity related to the permit and notify the City of the claim within 24 hours of receiving the claim. During the pendency of a claim and for as long as the claim remains unresolved, permitted activity or any activity for which a permit has been submitted but not granted is suspended.
- (3) A permit holder or applicant for a permit may not assert or imply in any response to a claim described by subsection (B) above that:
  - (a) the City claims a superior right, title, or interest to that claimed by the person;
  - (b) a permit issued by the City is an easement or other possessory interest in real property; or
  - (c) a permit from the City entitles the permit holder to rights in the right-of-way that are superior to the rights claimed by the person.
- (4) A permit granted under this division is terminable at the director's sole discretion if the permit holder violates one or more of the conditions in subsection (3) above.
- (5) The area on, above, or below a utility easement or waterway is not public right-of-way that may be used for facility installation, or for which a permit may be requested for such installation, unless the terms by which the utility easement or waterway was acquired by the City or granted, deeded, or dedicated to the City expressly state that the rights granted to the City include the right to use the waterway or utility easement for the purpose, in the manner, and to the extent of the proposed activity.

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(6) A person claiming a right to use a public utility easement may not use that part of public right-of-way deeded, dedicated, reserved by plat, or restricted as a public utility easement unless the person is defined by state or federal law as a public utility and the person's use of the public utility easement is exclusively for the provision of public utilities such as water, sewer, power, or gas. The director is not authorized to issue a permit or an exemption from permitting for an activity that uses or occupies a public utility easement unless the requested permit is for use by a public utility to provide public utility services.

**(J) ENFORCEMENT -OFFENSES AND PENALTIES.**

- (1) A person commits an offense if the person:
  - (a) performs an activity in the public right-of-way prohibited by this chapter;
  - (b) performs an activity for which a permit is required under this chapter without first obtaining a permit;
  - (c) performs an activity in a right-of-way in violation of a permit issued under this chapter; or
  - (d) performs an activity in a right-of-way after a permit has been suspended or revoked.
- (2) An owner commits an offense if the owner fails to:
  - (a) provide the director with the information required by this chapter
- (3) A person commits an offense if the person, without lawful authority, alters, damages, removes, or otherwise interferes with an official traffic-control device, including a temporary traffic-control device installed according to a permit issued under this chapter;
- (4) A person commits an offense if the person, without lawful authority, damages, disables, or otherwise interferes with the traffic signal system or a component of the traffic signal system, to include a traffic light, control box, detector, or communication or power cable.
- (5) An offense under this chapter is a Class C misdemeanor punishable by a fine not to exceed \$500. However, an offense under this chapter that breaches or endangers the integrity of a water line, waste water line, or other public utility or a traffic control device or traffic signal is a threat to public health and sanitation and is punishable by a fine not to exceed \$2,000.
- (6) Each instance of a violation of this chapter is a separate offense.
- (7) A person commits an offense once in every 24-hour period that a violation of this chapter exists.
- (8) A culpable mental state is not required for commission of an offense under this chapter.

**(K) CIVIL ENFORCEMENT.**

- (1) The director shall provide written notice of a violation of this chapter to a permit holder.
- (2) A permit holder shall have one city business day to remedy the violation unless the violation creates an imminent danger to health or safety.
- (3) A permit holder shall remedy a violation that creates an imminent danger to health or safety not later than one hour after receiving notice.
- (4) A person who violates this chapter is not eligible to receive another permit under this chapter until the violation is cured.
- (5) The director may suspend or revoke a permit if:
  - (a) the permit holder fails to correct a violation; or
  - (b) the director determines that the violation creates an imminent danger to health or safety.

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READ AND APPROVED ON THE FIRST READING THIS 14<sup>th</sup> DAY OF AUGUST

READ AND ADOPTED ON THE SECOND READING THIS 28<sup>TH</sup> DAY OF AUGUST

APPROVED:

ATTEST:

\_\_\_\_\_  
Herb Pearce, Mayor

\_\_\_\_\_  
Becky Sims, City Secretary

APPROVED AS TO FORM:

Jo-Christy Brown, City Attorney

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

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY LAMPASAS, TEXAS AMENDING APPENDIX A FEE SCHEDULE, CHAPTER 66, STREETS, SIDEWALKS AND OTHER PLACES. ARTICLE II. STREET CONSTRUCTION. ADDING (C) RATES AND FEES FOR TEMPORARY USE OF RIGHT OF WAY FOR CONSTRUCTION, EXCAVATION, OR FACILITY INSTALLATION. CONTAINING SEVERABILITY AND REPEALER CLAUSES; AND PROVIDING FOR AN EFFECTIVE DATE.**

**RECITALS**

**WHEREAS**, the City of Lampasas, Texas is a Home Rule Municipality located in Lampasas County, Texas, that is authorized and enabled by its Charter and the laws of Texas to enact local legislation for the benefit and proper operation of the City's facilities and amenities.

**NOW, THEREFORE**, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LAMPASAS, THAT THE LAMPASAS CODE OF ORDINANCES HEREBY BE AMENDED AS FOLLOWS:

**PART 1:**

Appendix "A" Fee Schedule, Chapter 66, Streets, Sidewalks, and Other Places. Article II. Street Construction, adding Rates and Fees for Temporary Use of Right of Way for Construction, Excavation, or Facility Installation. worded and detailed below:

**APPENDIX A- Fee Schedule**

Chapter 66- Streets, Sidewalks, and Other Places

Article II – Street Construction

(a)-(b) No Changes

(c)- Rates and Fees for Temporary Use of Right of Way for Construction, Excavation, or Facility Installation.

(1) Permit Fee- \$150.00

(2) Penalty for failure to obtain permit or proper use of TCP) \$250.00 minimum

**PART 2:** If any section or part of a section of this Ordinance is held to be invalid or unconstitutional by a court of competent jurisdiction, that holding shall not invalidate or impair the validity, force or effect of any other section or part of a section of this Ordinance.

**PART 3:** This Ordinance supersedes and repeals all ordinances or parts of ordinances, if any, in conflict herewith; however, such present ordinances shall remain in full force and effect until the effective date of this Ordinance.

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

Date of First Reading: August 14, 2023

Date of Second Reading: August 28, 2023

PASSED AND ADOPTED THIS 28<sup>th</sup> DAY OF August 2023

\_\_\_\_\_  
Herb Pearce, Mayor

ATTEST:

\_\_\_\_\_  
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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**City Manager**ITEM NO. 3.2

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

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**Subject:**

Discussion and possible action to consider approval of the second reading of an Ordinance to amend the City of Lampasas Zoning Ordinance by amending the following Business Park Zoning Districts:

Section 30 A – Business Park Zone 1 –Low Intensity – “BPZ1”

Section 30 B – Business Park Zone 2 – Medium Intensity- “BPZ2”

Section 30 C – Business Park Zone 3 – High Intensity – “BPZ3”.

**Requested By:** Becky Sims, City Secretary/Zoning Administrator

**Submitted By:** Becky Sims, City Secretary/Zoning Administrator

**Date Submitted:** August 10, 2023

**For the Agenda of:** August 28, 2023

**Procurement and Funding Statement:**

N/A

**Attachments:**

This is the second reading of an Ordinance

**Recommendation:**

To consider a motion to approve the second reading of an Ordinance to amend the City of Lampasas Zoning Ordinance by amending the following Business Park Zoning Districts:

Section 30 A – Business Park Zone 1 –Low Intensity – “BPZ1”

Section 30 B – Business Park Zone 2 – Medium Intensity- “BPZ2”

Section 30 C – Business Park Zone 3 – High Intensity – “BPZ3”.

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE AMENDING ORDINANCE NO. 878, THE CITY OF LAMPASAS ZONING ORDINANCE, TO ADD NEW BUSINESS PARK ZONING DISTRICTS SECTION 30-A BUSINESS PARK ZONE 1 (LOW INTENSITY) “BPZ1” SECTION 30-B BUSINESS PARK ZONE 2 (MEDIUM INTENSITY) “BPZ2” AND SECTION 30-C BUSINESS PARK 3 (HIGH INTENSITY) “BPZ3” (GENERAL PURPOSE AND DESCRIPTION); PROVIDING FOR A SEVERABILITY CLAUSE; REPEALING ANY INCONSISTENT PROVISIONS; AND PROVIDING AN EFFECTIVE DATE**

WHEREAS, pursuant to Section 10 of the Zoning Ordinance of the City of Lampasas, Texas, public notice has been given, and a public hearing was held on August 3, 2023 by the Planning & Zoning Commission regarding amendments to the Lampasas Zoning Ordinance; and

WHEREAS, following a public meeting on August 3, 2023, the Planning & Zoning Commission recommended approval of the changes; and

WHEREAS, pursuant to Section 10 of the Zoning Ordinance of the City of Lampasas, Texas, public notice has been given, and a public hearing was held on August 14, 2023 by the City Council regarding the new Business Park Zoning Districts to be added to the Lampasas Zoning Ordinance; and

WHEREAS, the City Council finds that it is in the public interest to approve the requested new Business Park Zoning Districts to be added to the Lampasas Zoning Ordinance.

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

That Section 30-A, 30-B and 30-C be added to the Lampasas Zoning Ordinance adopted June 14, 1999 by Ordinance No. 878, as follows:

**SECTION 30-A BUSINESS PARK ZONE-1 (LOW INTENSITY) “BPZ1”**

**30A.1 GENERAL PURPOSE AND DESCRIPTION**

The Low Intensity District anticipates land uses that do not impact the area in terms of noise, traffic, density; and design standards that promote a higher architectural standard including landscaping, exterior finishes and signage.

**30A.2 PERMITTED USES:**

1. Those uses specified in Section 35 (Use Charts).
2. Such uses as may be permitted under provisions of Specific Use Permits, Section 34.
3. Typical land uses include Offices, Research, Financial Services, Software Development, Retail, Hospitality, Light Industrial with an Office Showroom.

### **30A.3 HEIGHT REGULATIONS:**

#### **A. Maximum Height:**

1. Occupied structure/buildings – No more than 70 feet in height

### **30A.4 AREA REGULATIONS**

#### **A. Size of Yards:**

1. **Minimum Front Yard** – Twenty-five feet (25')
2. **Minimum Side Yard** - Fifteen feet (15'); twenty feet (20') if adjacent to a street
3. **Minimum Rear Yard** - Twenty feet (20')

#### **B. Maximum Lot Coverage:** Sixty-five percent (65%).

#### **C. Minimum Main Building per lot shall be 3,000 square feet.**

#### **D. Parking Regulations:**

1. As required by Section 36, Off-Street Parking and Loading Requirements.

### **30A.5 SPECIAL REQUIREMENTS**

#### **A. For site plan requirements, see Section 40.**

#### **B. Temporary Portable Buildings are not allowed in BPZ1 District**

#### **C. Open Outdoor Storage may not exceed 10% of its total floor area in the BPZ1 District. Screening shall be required only for those areas used for open outdoor storage. A minimum six-foot (6') screening fence or wall shall be provided and maintained at the property line adjacent to the area to be screened but may not include the following methods:**

1. Chain link, barbed wire, electrical fencing
2. Alternate Open Outdoor Storage percentages may be approved through a Special Use Permit

#### **D. Outdoor Retail Sales Display are allowed in the BPZ1 District.**

- Outdoor retail sales is defined as products that are incidental to the permanent business establishment. Products shall not obstruct ingress and egress to a building, obstruct fire lanes, interfere with vehicular circulation or sight distance, be located in landscaped areas, or extend into the right-of-way.

#### **E. Typical “Light Industrial” land uses such as manufacturing in “BPZ1” will be required to have an “Office Showroom.” An Office Showroom is an establishment with no more than eighty-five percent (85%) of its total floor area devoted to storage and warehousing, but not accessible to the general public. The remaining area may include retail and wholesale sales areas, sales offices, and display areas for products sold and distributed from the storage and warehousing areas.**

- F. Electrical Service and exterior lighting shall be supplied by underground feed to pad mount transformer.
- G. Other Regulations: As established in the Development Standards, Sections 36 through 44.

**SECTION 30-B BUSINESS PARK ZONE 2 (MEDIUM INTENSITY) “BPZ2”**

**30B.1 GENERAL PURPOSE AND DESCRIPTION**

The Medium Intensity District anticipates land uses that can accommodate slightly more intense uses that require more frequent or after hour traffic patterns; have a greater potential for increased noise and have a reduced construction and design standards due to the proximity to streets or access.

**30B.2 PERMITTED USES:**

- 1. Those uses specified in Section 35 (Use Charts).
- 2. All uses allowed in the “BPZ1” zoning district.
- 3. Such uses as may be permitted under provisions of Specific Use Permits, Section 34.
- 4. Typical land uses within the Medium Intensity District would include light manufacturing, warehousing, offices, research and development, call or data centers, fabrication, furniture manufacturer, or refinishing, sheet metal or structural metal sales and fabrication, hospitality, accessory installation, and uses generally allowed in the Low Intensity District.

**30B.3 HEIGHT REGULATIONS**

**A. Maximum Height:**

- 1. Occupied structure/buildings – no more than 70 feet in height
- 2. Unoccupied structures (e.g., grain silos, etc., elevated water storage etc. except communications antennae, see Section 41.5C) No height limit unless adjacent to a residential zoning district (SF-20, SF-10, SF-8, SF-6, SF-PH, 2F, SFA, MF-1, MF-2 and MH); whereas additional setback (i.e., front, side, rear yard) distance must be provided from the residential zoning district boundary line of one (1) additional foot for each two feet that such structures exceed thirty-five feet (35')

**30B.4 AREA REGULATIONS**

**A. Size of Yards:**

- 1. **Minimum Front Yard** – Twenty-five feet (25')
- 2. **Minimum Side Yard** - Fifteen feet (15'); twenty feet (20') if adjacent to a street
- 3. **Minimum Rear Yard** - Twenty feet (20')

- B. **Minimum Main Building** per lot shall be 3,000 square feet.
- C. **Maximum Lot Coverage:** Sixty-five percent (65%).
- D. **Parking Regulations:**
  - 2. As required by Section 36, Off-Street Parking and Loading Requirements.

**30B.5 SPECIAL REQUIREMENTS**

- A. For site plan requirements, see Section 40.
- B. Temporary Portable Buildings are not allowed in the BPZ2 District.
- C. Open Outdoor Storage may not exceed 10% of its total lot size in the BPZ2 District.
- D. Outdoor Retail Sales Display are allowed in the BPZ2 District.
  - Outdoor retail sales is defined as products that are incidental to the permanent business establishment. Products shall not obstruct ingress and egress to a building, obstruct fire lanes, interfere with vehicular circulation or sight distance, be located in landscaped areas, or extend into the right-of-way.
- E. Electrical Service and exterior lighting shall be supplied by underground feed to pad mount transformer.
- F. **Other Regulations:** As established in the Development Standards, Sections 36 through 44.

**SECTION 30-C BUSINESS PARK ZONE 3 (HIGH INTENSITY) “BPZ3”**

**30C.1 GENERAL PURPOSE AND DESCRIPTION**

The High Intensity District anticipates uses that are typical of an industrial zoning district with higher volume of traffic, possibly in the evening and weekend; noise generated from more intense manufacturing or assembly; and greater latitude for exterior finishes and outdoor storage of materials.

**30C.2 PERMITTED USES:**

- 1. Those uses specified in Section 35 (Use Charts).
- 2. All uses allowed in the “BPZ1” and “BPZ2” zoning districts.
- 3. Typical land uses might include: heavy manufacturing, material batching or mixing, warehousing, trade shop, food processing, logistics, welding or metal manufacturing, paint or repair shops, fabrication or propane storage.

### 30C.3 HEIGHT REGULATIONS

#### A. Maximum Height:

1. Occupied structure/buildings – no more than 70 feet in height.
2. Unoccupied structures (e.g., grain silos, elevated water storage etc., except communications antennae, see Section 41.5C) - No height limit unless adjacent to a residential zoning district (SF-20, SF-10, SF-8, SF-6, SF-PH, 2F, SFA, MF-1, MF-2 and MH); whereas additional setback (i.e., front, side, rear yard) distance must be provided from the residential zoning district boundary line of one (1) additional foot for each two feet that such structures exceed thirty-five feet (35')

### 30C.4 AREA REGULATIONS

#### A. Size of Yards:

1. **Minimum Front Yard** – Twenty-five feet (25')
2. **Minimum Side Yard** - Fifteen feet (15'); twenty feet (20') if adjacent to a street
3. **Minimum Rear Yard** - Twenty feet (20')

**B. Minimum Main Building** per lot shall be 3,000 square feet.

**C. Maximum Lot Coverage:** Seventy-five percent (75%).

#### D. Parking Regulations:

3. As required by Section 36, Off-Street Parking and Loading Requirements.

### 30C.5 SPECIAL REQUIREMENTS

A. For site plan requirements, see Section 40.

B. Temporary Portable Buildings are not allowed in the BPZ3 District

C. Open Storage shall not exceed 25% of the lot area. Open storage shall not occupy any required parking space(s), traffic circulation, and/or fire lane(s).

D. Outdoor Retail Sales Display are allowed in the BPZ3 District.

- Outdoor retail sales is defined as products that are incidental to the permanent business establishment. Products shall not obstruct ingress and egress to a building, obstruct fire lanes, interfere with vehicular circulation or sight distance, be located in landscaped areas, or extend into the right-of-way.

E. **Other Regulations:** As established in the Development Standards, Sections 36 through 44.

**SECTION 3.** All provisions of the City of Lampasas Zoning Ordinance not hereby amended shall remain in full force and effect. All Ordinances or parts of the ordinances of the City of Lampasas, Texas that are not consistent with or in conflict with the provisions of this Ordinance are hereby repealed.

**SECTION 4.** It is hereby declared to be the intention of the City Council of the City of Lampasas, Texas that the phrases, clauses, sentences, paragraphs, and sections of this Order are severable, and if any phrase, clause, sentence, paragraph, or section of this Ordinance should be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs, or sections of this Ordinance, since the same would have been enacted by the City Council without incorporation in this Ordinance of such unconstitutional phrase, clause, sentence, paragraph, or sentence

**SECTION 5.** This Ordinance shall become effective upon the final date of the adoption noted below, with the penalty provisions contained herein, if any, to take effect and become enforceable by the City ten (10) days following the publication of the ordinance in the Lampasas Dispatch Record.

PASSED AND APPROVED ON THE FIRST READING ON THE 14<sup>th</sup> DAY OF AUGUST, 2023.

PASSED AND APPROVED ON THE SECOND READING ON THE 28<sup>TH</sup> DAY OF AUGUST, 2023.

APPROVED:

ATTEST:

\_\_\_\_\_  
Herb Pearce, 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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**City Manager**ITEM NO. 3.3

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

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**Subject:**

Discussion and possible action to consider approval of the second reading of an Ordinance to rezone property being 151.64 acres out of the Daniel Stanley Survey, Abstract 0631, more specifically being the Lampasas Economic Development Corporation Business Park located on South U.S. Highway 183 from an area zoned Agricultural "AG" to Business Park Zone 1 "BPZ1", Business Park Zone 2 "BPZ2" and Business Park Zone 3 "BPZ3"

**Requested By:** Becky Sims, City Secretary/Zoning Administrator**Submitted By:** Becky Sims, City Secretary/Zoning Administrator**Date Submitted:** August 10, 2023**For the Agenda of:** August 28, 2023**Procurement and Funding Statement:**

N/A

**Attachments:**

This is the second reading of an Ordinance

**Recommendation:**

To consider a motion to approve the second reading of an Ordinance to rezone property being 151.64 acres out of the Daniel Stanley Survey, Abstract 0631, more specifically being the Lampasas Economic Development Corporation Business Park located on South U.S. Highway 183 from an area zoned Agricultural "AG" to Business Park Zone 1 "BPZ1", Business Park Zone 2 "BPZ2" and Business Park Zone 3 "BPZ3"

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE GRANTING A REQUEST TO ZONE PROPERTY, AND ORDERING A CHANGE TO ORDINANCE NO. 878 AND THE ACCOMPANYING CITY OF LAMPASAS OFFICIAL ZONING MAP, AS AMENDED, TO CHANGE THE ZONING CLASSIFICATION FROM AGRICULTURE TO BUSINESS PARK ZONE 1 “BPZ1”, BUSINESS PARK ZONE 2 “BPZ2” AND BUSINESS PARK ZONE 3 “BPZ3” FOR THE LAMPASAS ECONOMIC DEVELOPMENT CORPORATION BUSINESS PARK DESCRIBED AS 151.64 ACRES, ABSTRACT 0631, DANIEL STANLEY SURVEY, COMMONLY KNOWN AS SOUTH US HIGHWAY 183 LAMPASAS, TEXAS LAMPASAS COUNTY. DETAILING RESTRICTIONS RELATED THERETO; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

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*WHEREAS*, Lampasas Economic Development Corporation (owner) is asking the City of Lampasas Planning and Zoning Commission and City Council to consider zoning 151.64 acres out of the Daniel Stanley Survey, Abstract 0631, more specifically being the Lampasas Economic Development Corporation Business Park located on South U.S. Highway 183 from an area zoned Agricultural “AG” to Business Park Zone 1 “BPZ1”, Business Park Zone 2 “BPZ2” and Business Park Zone 3 “BPZ3” as follows:

- Lot 1- 7.526 acres –BP1- Low Intensity
- Lot 2- 3.703 acres- BP2- Medium Intensity
- Lot 3- 9.762 acres- BP3-High Intensity
- Lot 4- 98.81 acres- Split between BP2 Medium Intensity (Business Blvd. Frontage) & BP3 High Intensity
- Lot 5- 25.192 acres Split between BP1-Low Intensity (183 Frontage) & BP-2 Medium Intensity

*WHEREAS*, pursuant to Section 10 of the City’s Zoning Ordinance, notice of the request to change the zoning classification on said property was given to all property owners located within two hundred feet (200’) of the property; and

*WHEREAS*, pursuant to Section 10 of the Zoning Ordinance of the City of Lampasas, Texas, public notice has been given, and a public hearing was held on August 3, 2023 by the Planning & Zoning Commission regarding the request for zoning classification by the Applicant; and

*WHEREAS*, pursuant to Section 10 of the Zoning Ordinance of the City of Lampasas, Texas, public notice has been given, and a public hearing was held on August 14, 2023 by the City Council regarding the request to provide a zoning distinction to the Lampasas Economic Development Business Park by the Applicant; and

*WHEREAS*, the City Council finds that it is in the public interest to approve the request to rezone the property from Agriculture to Business Park Zones 1,2 & 3 as follows:

- Lot 1- 7.526 acres –BP1- Low Intensity
- Lot 2- 3.703 acres- BP2- Medium Intensity
- Lot 3- 9.762 acres- BP3-High Intensity
- Lot 4- 98.81 acres- Split between BP2 Medium Intensity (Business Blvd. Frontage) & BP3 High Intensity
- Lot 5- 25.192 acres Split between BP1-Low Intensity (183 Frontage) & BP2 Medium Intensity

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

Part 1: That the zoning distinction requested by Lampasas Economic Development Corporation (owner) for property described as 151.64 acres out of the Daniel Stanley Survey, Abstract 0631, more specifically being the Lampasas Economic Development Corporation Business Park located on South U.S. Highway 183 from an area zoned Agricultural “AG” to Business Park Zone 1 “BPZ1”, Business Park Zone 2 “BPZ2” and Business Park Zone 3 “BPZ3” as described is hereby approved.

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 14<sup>th</sup> DAY OF AUGUST 2023

PASSED AND ADOPTED ON THE SECOND READING ON THE 28<sup>TH</sup> DAY OF AUGUST 2023.

APPROVED:

ATTEST:

\_\_\_\_\_  
Herb Pearce, 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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# Lampasas Fire Department

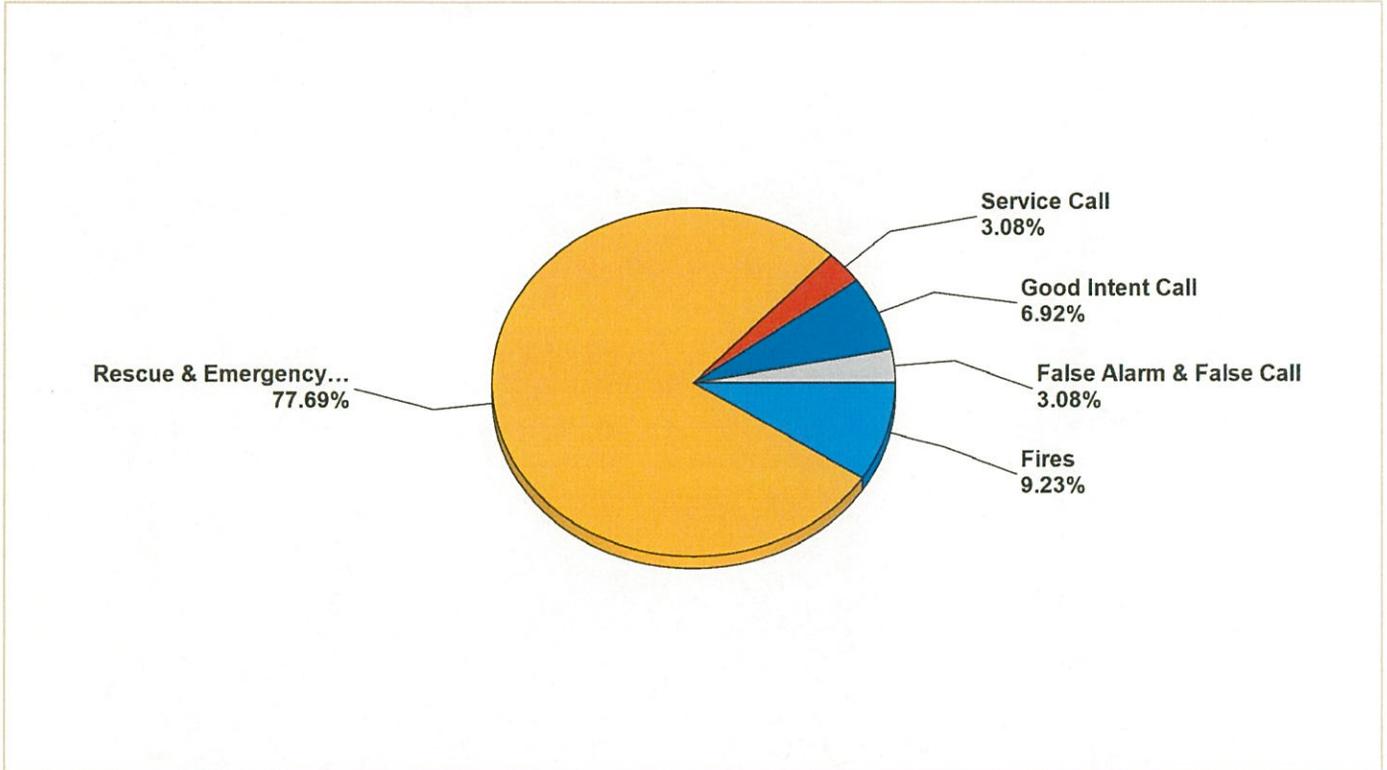
Lampasas, TX

This report was generated on 8/1/2023 8:16:52 AM



## Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 07/01/2023 | End Date: 07/31/2023



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	12	9.23%
Rescue & Emergency Medical Service	101	77.69%
Service Call	4	3.08%
Good Intent Call	9	6.92%
False Alarm & False Call	4	3.08%
<b>TOTAL</b>	<b>130</b>	<b>100%</b>

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

Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
100 - Fire, other	2	1.54%
111 - Building fire	3	2.31%
112 - Fires in structure other than in a building	1	0.77%
131 - Passenger vehicle fire	2	1.54%
143 - Grass fire	4	3.08%
311 - Medical assist, assist EMS crew	85	65.38%
321 - EMS call, excluding vehicle accident with injury	1	0.77%
322 - Motor vehicle accident with injuries	7	5.38%
324 - Motor vehicle accident with no injuries.	8	6.15%
542 - Animal rescue	1	0.77%
550 - Public service assistance, other	1	0.77%
551 - Assist police or other governmental agency	1	0.77%
561 - Unauthorized burning	1	0.77%
611 - Dispatched & cancelled en route	8	6.15%
651 - Smoke scare, odor of smoke	1	0.77%
700 - False alarm or false call, other	1	0.77%
733 - Smoke detector activation due to malfunction	1	0.77%
745 - Alarm system activation, no fire - unintentional	1	0.77%
746 - Carbon monoxide detector activation, no CO	1	0.77%
<b>TOTAL INCIDENTS:</b>	<b>130</b>	<b>100%</b>

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



# Memo



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

**Parks & Recreation  
&  
Human Resources**

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## **Brief Monthly Overview – Parks & Recreation**

Vicki Tower, Parks Secretary/HR Coordinator

- Attended meeting with Reliance Architecture on July 5 – update on Hostess House Addition & Renovation project
- Prepared Airport Board agenda and attended Airport Board meeting on July 12
- Attended City Council Planning Session on July 17
- Attended City Council meeting on July 24
- 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

- Attended meetings on July 5 & July 19 to review proposed medical, dental, vision insurance rates for FY 23-24
- Began preparations for FY 23-24 Open Enrollment in August
- Attended interviews for Park Maintenance Technician positions on July 17
- New hire paperwork and orientation for two Park Maintenance Technicians on July 31
- Assisted the Finance Dept. with Longevity checks
- Continue to work on filing and organizing HR files

## **Personnel Information – Currently**

- Current: 116 Full-time positions, 15 Part-time positions, 21 Seasonal Part-time positions
- Posted Vacancies:
  - Full-time: Apprentice Line Worker; Line Worker; Utility Clerk; Police Communications Officer

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

# Memo

To: Chris Eicher, Parks & Rec. Director  
From: Duane Griffith Cemetery Crew Leader  
Date: 8/16/2023  
Re: End of the month report July

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Oak Hill Cemetery

Interments	11(4) cremation
Fee's for over site	\$800.00
Sites sold	8 / \$4,000.00
Visitors Assisted	10
Level & Backfill sites	4
Meetings Attended	0
Niche Sales	0

DEPARTMENT: CEMETERY  
MONTHLY ACTIVITY REPORT

FOR THE MONTH OF: JUL 2017

Regular Personnel Hours Available:

499

LESS:

A) Vacation Leave/Personal Day	56
B) Sick Leave	8
C) Jury Duty	0
D) Other (holiday/bad weather)	24
E) Supervision	53
<b>SUB-TOTAL</b>	<b>141</b>

PLUS:

A) Transfer from Parks	0
B) Seasonal Labor/Temp	0
C) Other (Community service)	0
D) Overtime	13.5
<b>SUB-TOTAL</b>	<b>13.5</b>

**TOTAL HOURS AVAILABLE FOR THE MONTH: 371.5**

**Department Projects for the Month**

Spring Ho	28
0	0
0	0

**Sub-total Hours on Special Projects: 28**

**Department Operations and Maintenance for the Month**

Mowing & W/E	127.5
Equip & Veh Maint	16
Buildings & Grounds	178
Office Operations	22

**Sub-total Hours on OM Projects: 343.5**

**OTHER**

OCHA Mtg.	0
0	0
0	0

**Sub-total Other 0**

**TOTAL HOURS FOR DEPARTMENT 371.5**

**Department's Proposed Projects for next Month**

	0
	0

**Total Estimated Hours on Proposed Projects: 0**

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

I) Regular Personnel Hours Available: 848.00

<u>LESS:</u>	
A)	Vacation Leave <span style="float: right; border: 1px solid black; padding: 2px;">8.00</span>
B)	Sick Leave <span style="float: right; border: 1px solid black; padding: 2px;">16.00</span>
C)	Supervision / Training <span style="float: right; border: 1px solid black; padding: 2px;">84.00</span>
D)	Holiday <span style="float: right; border: 1px solid black; padding: 2px;">0.00</span>
E)	Other (?) <span style="float: right; border: 1px solid black; padding: 2px;"></span>

SUB-TOTAL 108.00

<u>PLUS:</u>	
A)	Over Time <span style="float: right; border: 1px solid black; padding: 2px;">129.00</span>
B)	On-Call / Standby <span style="float: right; border: 1px solid black; padding: 2px;">31.00</span>
C)	Part Time <span style="float: right; border: 1px solid black; padding: 2px;"></span>
D)	Transfer <span style="float: right; border: 1px solid black; padding: 2px;"></span>

SUB-TOTAL 160.00

TOTAL HOURS AVAILABLE FOR THE MONTH: 900.00

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

III) Department Projects for the Month.		
<u>Spring Ho Week (Including Overtime)</u>	299.00	
_____		
_____		
_____		
<u>On Call / Standby</u>	31.00	
Sub-total Hours on Projects:		330.00

IV) Department Operations and Maintenance for the Month.		
<u>Cleaning Parks</u>	156.00	
<u>Airport Maint.</u>	21.00	
<u>Mowing/Weed eating</u>	166.00	
<u>Building and Grounds</u>	131.00	
<u>Equipment/Vehicles/Shop</u>	54.00	
<u>Office/Meetings</u>	42.00	
Sub-total Hours on Projects:		570.00

TOTAL HOURS FOR DEPARTMENT 900.00

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

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

I) Regular Personnel Hours Available: 504.00

LESS:

A) Vacation Leave	49.00
B) Sick Leave	8.00
C) Supervision/Training	0.00
D) Holiday	24.00
E) Comp Taken	8.00

SUB-TOTAL 89.00

PLUS:

A) Over Time	12.00
B) On call/Standby	28.00
C) Part Time	0.00
D) Comp Accrued	4.00

SUB-TOTAL 44.00

TOTAL HOURS AVAILABLE FOR THE MONTH: 459.00

II) Department Summary of Work Orders for the Month.

<u>Received</u>	<u>Completed</u>	<u>Outstanding</u>	<u>Void</u>	<u>Hours</u>
<input type="text"/>	<input type="text"/>	0	0	<input type="text"/>

III) Department Projects for the Month.

SPRING HO REG TIME	7.00	
SPRING HO COMP ACCRUED	5.50	
SPRING HO O/T	56.00	
Other: ON/CALL HOURS	28.00	
Sub-total Hours on Projects:		<span style="border: 1px solid black; padding: 2px;">96.50</span>

IV) Department Operations and Maintenance for the Month.

Cleaning Parks	90.00	
Turf Management	48.00	
Mowing/Weed eating	141.00	
Building and Grounds	65.00	
Equipment/Vehicles/Shop	39.50	
Office/Meetings	24.00	
Sub-total Hours on Projects:		<span style="border: 1px solid black; padding: 2px;">407.50</span>

TOTAL HOURS FOR DEPARTMENT 504.00

V) Department's Proposed Projects for next Month

?		
?		
?		
Total Estimated Hours on Proposed Projects:		<span style="border: 1px solid black; padding: 2px;">0.00</span>

**Memo**

To: Finley deGraffenried, City Manager  
From: Monica Wright, Director of Information Systems  
Date: Friday, August 11, 2023  
Re: July 2023 Monthly Report



Information Systems

**Service Tickets - Social Media - Website Stats**

IT Service Tickets	300
Facebook Followers	7,619
Twitter Followers	739
Instagram Followers	798
Website Page Views	75,434

**IT Supported Hardware & Software**

PCs	97	Wireless Access Points (WAP)	16	Servers	30
Laptops	57	Verizon Aircards	36	Firewalls	3
Printers	70	Network Attached Storage (NAS)	5	Tablets	15
Switches	22	Apple iPhones	36	Software Applications	30+
CC Reader	8	Security Cameras	20	CradlePoint Routers	18

**July Projects Completed:**

- Attended TylerTechnology ExecuTime meetings/status calls
- Completed TylerTechnology ExecuTime Configuration Training/assessments
- FY 23-24 IT Budget proposal to Finance/City Manager
- Completed Tyler ExecuTime End User Training
- Contacted Verizon regarding the CradlePoint SIM card activation
- Assisted vendor and PD staff with the PD CradlePoint router configuration/installation
- Configured FD Cradlepoint Router to be a hotspot in command vehicle
- Assisted PD staff with Cloud Badging ID software/Kiddo Card
- Replacement PD OpenFox router
- Renewed Hostess House domain name
- Configure/build out replacement (3) PCs
- Deployed annual State DIR required Cyber Security Awareness Training to all employees/report to State DIR
- Assisted employees with Cybersecurity training
- Assisted employees with Tyler Tech End User Training
- Research WWW Data Management Software
- Posted water notifications to website/socials/updates
- Configured/setup ExecuTime Time & Attendance Time Clocks

**August Projected Projects:**

- Report HB 3834 Cybersecurity training completion to State DIR
- Time & Attendance training website/create accounts
- Attend Open Enrollment
- Obtained quotes for replacement Meter Reader FCS software/EOL handhelds (Temetra)
- Work with Motorola on WatchGuard video problems
- FD cell phone free upgrades/configure
- Install Adobe Pro on FD employee PCs
- Create PW permitting form for website
- PW Department employees view access to VTSCADA
- Replacement PC for Streets Super
- Attend budget meetings with City Council
- Attend Tyler Technology ExecuTime meetings/trainings/testing/status calls
- Tyler Technology ID badge software configuration/training
- Request IT inventory disposal report/update inventory
- Configure/build out replacement PCs

- Configure/install Fargo ID Card Badge printer in HR office
- Move DR NAS to Fire Department
- Configure/install (1) 52-port replacement Netgear switch at W/WW/add to inventory
- Configure/issue out (2) PD Patrol replacement Dell Toughbook PCs/add to inventory
- Attend Solar Eclipse meetings/add new content to webpage

### **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 *(completed)*
- Work with AV vendor to install ceiling microphones in Council Chambers *(completed)*
- Golf point of sale software vendor on hardware & software upgrade *(completed)*
- Obtain quotes/configure/replace (2) 52 port switches *(completed)*
- Dispose of outdated/broken technology items *(completed)*
- FY 22-23 Budget projections *(completed)*
- FY 23-24 Proposed Budget *(completed)*
- Built out PD WatchGuard Video Virtual Machine (VM) server/Migrate data *(completed)*
- Work with vendor/pd staff on configuration/implementation of PD CradlePoint routers *(completed)*
- City wide cyber security training for all employees/report to State DIR *(completed)*
- Configure/Install ExecuTime software/employee id badge printer *(in progress)*
- Work with staff and vendor to implement Tyler Technologies ExecuTime time management software *(in progress)*

### **Daily/Weekly/Monthly Tasks:**

- OS updates on all NAS devices, firewalls, WAPs
- Activate/configure all City data cell phones
- Activate/configure all City Verizon jetpacks
- Assist with all issues related to online payments
- Install Windows updates on City/PD servers & workstations
- Content updates to City website/social media platforms/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/archive to website and file server
- Create cyber security phishing campaigns/deploy to employees/council members

**Future Projects & Goals:**

- Obtain quotes for Hostess House technology needed/purchase *(FY 23-24)*
- Adopt future amendments to IT Computer Policy *(FY 23-24)*
- Core & Main water meter software upgrade/EOL solution *(FY 23-24)*
- Printronix utility billing printer EOL *(FY 23-24)*
- Migrate Incode v.9 to Incode Cloud solution *(FY 23-24)*
- Replace (20) security cameras due to EOL *(FY 23-24)*
- Increase AT&T internet speeds to 1GB *(FY 23-24)*
- Establish a backup internet solution for redundancy *(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)*

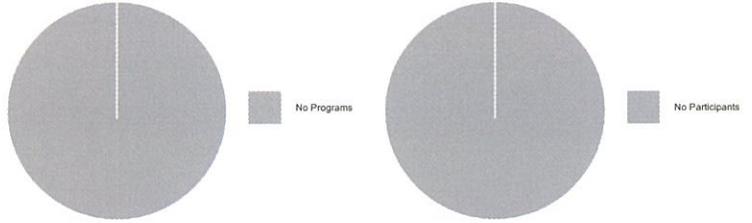
## LAMPASAS PUBLIC LIBRARY

### JULY 2023

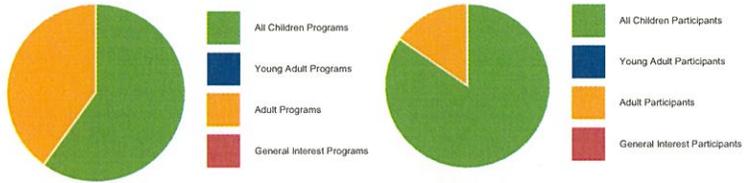
- Circulation** We circulated 4,734 items in July, which is down 14% from June (5,503). The library was closed July 4 and July 8 (for Spring Ho).
- Door Count** There were 2,937 visitors during July, which is down 42.4% from June (5,098). Our June numbers are always quite a bit higher because of Summer Reading.
- Internet Usage** There were 282 Internet sessions in July, compared to 368 in June (down 23.4%).
- Wifi Usage** In July, 92 unique visitors accessed our wifi network. This is down 13.2% from last month. Our total number of visits in July was 306 (down 12.6% from June. (See attached infographics as well.)
- Text Interactions** We communicated, via text messages, with 160 unique phone numbers in July, which is down 3% from June (165). We sent/received a total of 757 messages, which is exactly the same as last month.
- Video Streaming** We had 11 clicks in the adult collection (down 42.1% from June) and 20 clicks in the kids' collection of videos (down 23.1% from June), for a total of 31 (down 31.1% overall).
- July Programs** In July, we had a special class on artificial intelligence and how to use AI tools in your everyday life, led by Jason Phillips; they had a good turnout (12). We also had Beta Mu members lead story times on Wednesdays (except during Spring Ho week), which were also well-attended, and then 42 Club met as well. On July 27, Tammy Martin led our "Just Dewey It" program on homeschooling (300s).
- Upcoming Programs** In August, we will have three of our regular story times, How Pinteresting!, Cornelia Key Book Club, 42 Club, STEAM Day (Lego Robotics racecar), and our monthly "Just Dewey It" program (300s); this month we will be talking "All About Money" (finance and budgeting). We will also have a few special programs this month. In honor of National Coloring Book Day on August 2, we will have Adult Coloring, 3-5pm. In honor of National Aviation Day, Jack Shelton will be speaking on August 19 at 10:30am about the history of aviation and about his life as a pilot. Then, on August 26, in honor of National Dog Day, Kasey will be at the library for an adoption event, 10am-2pm; we will also have our yard games out in the park.



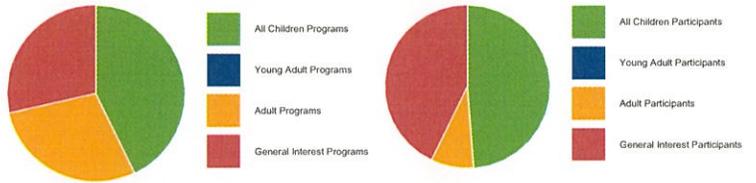
October					
Overview					
All Children Programs	0	0%	All Children Participants	0	0%
Young Adult Programs	0	0%	Young Adult Participants	0	0%
Adult Programs	0	0%	Adult Participants	0	0%
General Interest Programs	0	0%	General Interest Participants	0	0%
Total Programs	0		Total Participants	0	



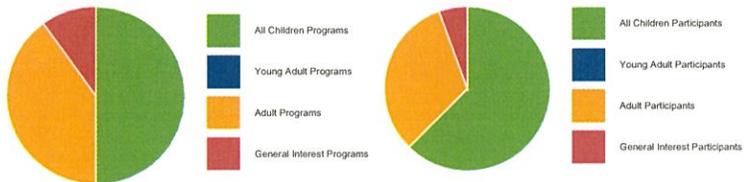
November					
Overview					
All Children Programs	6	60%	All Children Participants	83	84.69%
Young Adult Programs	0	0%	Young Adult Participants	0	0%
Adult Programs	4	40%	Adult Participants	15	15.31%
General Interest Programs	0	0%	General Interest Participants	0	0%
Total Programs	10		Total Participants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



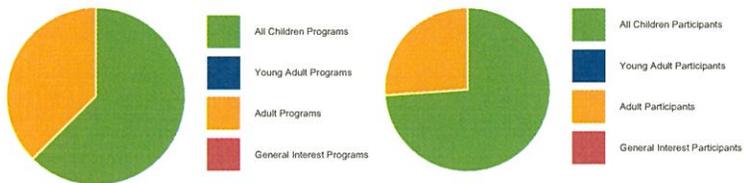
December					
Overview					
All Children Programs	3	42.86%	All Children Participants	58	48.74%
Young Adult Programs	0	0%	Young Adult Participants	0	0%
Adult Programs	2	28.57%	Adult Participants	10	8.4%
General Interest Programs	2	28.57%	General Interest Participants	51	42.86%
Total Programs	7		Total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



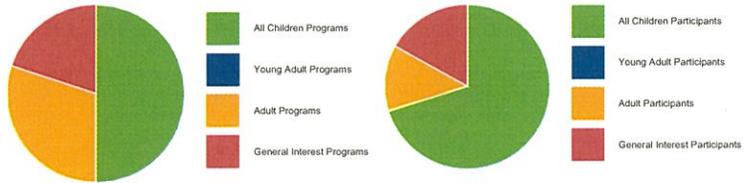
January					
Overview					
All Children Programs	5	50%	All Children Participants	68	62.39%
Young Adult Programs	0	0%	Young Adult Participants	0	0%
Adult Programs	4	40%	Adult Participants	35	32.11%
General Interest Programs	1	10%	General Interest Participants	6	5.5%
Total Programs	10		Total Participants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



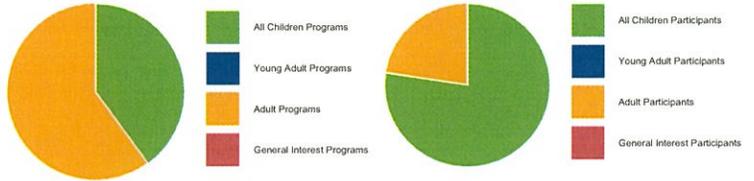
February					
Overview					
All Children Programs	5	62.5%	All Children Participants	62	73.81%
Young Adult Programs	0	0%	Young Adult Participants	0	0%
Adult Programs	3	37.5%	Adult Participants	22	26.19%
General Interest Programs	0	0%	General Interest Participants	0	0%
Total Programs	8		Total Participants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



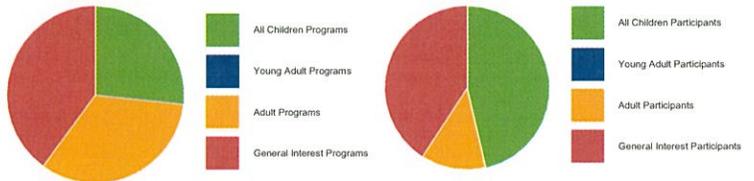
March					
Overview					
All Children Programs	5	50%	All Children Participants	108	70.13%
Young Adult Programs	0	0%	Young Adult Participants	0	0%
Adult Programs	3	30%	Adult Participants	20	12.99%
General Interest Programs	2	20%	General Interest Participants	26	16.88%
Total Programs	10		Total Participants	154	



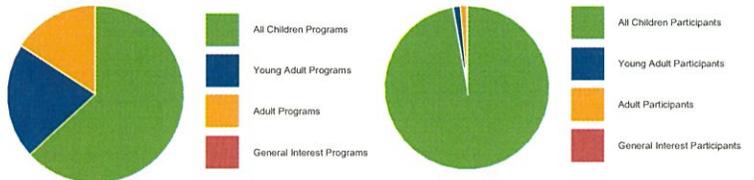
April					
Overview					
All Children Programs	4	40%	All Children Participants	89	77.39%
Young Adult Programs	0	0%	Young Adult Participants	0	0%
Adult Programs	6	60%	Adult Participants	26	22.61%
General Interest Programs	0	0%	General Interest Participants	0	0%
Total Programs	10		Total Participants	115	



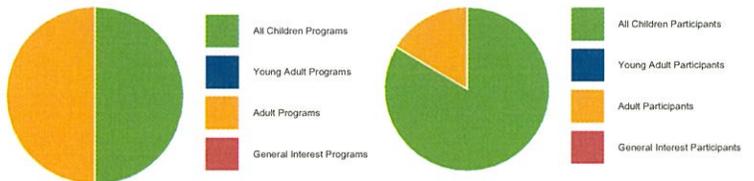
May					
Overview					
All Children Programs	4	26.67%	All Children Participants	102	46.36%
Young Adult Programs	0	0%	Young Adult Participants	0	0%
Adult Programs	5	33.33%	Adult Participants	28	12.73%
General Interest Programs	6	40%	General Interest Participants	90	40.91%
Total Programs	15		Total Participants	220	



June					
Overview					
All Children Programs	12	63.16%	All Children Participants	1248	97.27%
Young Adult Programs	4	21.05%	Young Adult Participants	18	1.4%
Adult Programs	3	15.79%	Adult Participants	17	1.33%
General Interest Programs	0	0%	General Interest Participants	0	0%
Total Programs	19		Total Participants	1283	



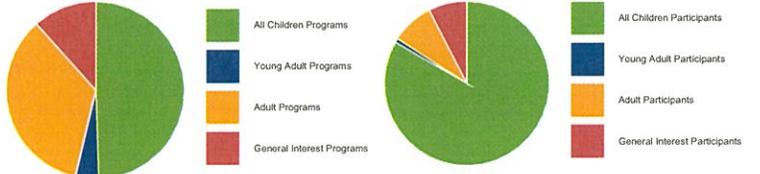
July					
Overview					
All Children Programs	3	50%	All Children Participants	112	83.58%
Young Adult Programs	0	0%	Young Adult Participants	0	0%
Adult Programs	3	50%	Adult Participants	22	16.42%
General Interest Programs	0	0%	General Interest Participants	0	0%
Total Programs	6		Total Participants	134	



## Year in Review

### Overview

All Children Programs	47	49.47%	All Children Participants	1930	83.33%
Young Adult Programs	4	4.21%	Young Adult Participants	18	0.78%
Adult Programs	33	31.58%	Adult Participants	195	7.47%
General Interest Programs	11	11.58%	General Interest Participants	173	7.47%
<b>Total Programs</b>	<b>95</b>		<b>Total Participants</b>	<b>2316</b>	



In July, 92 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



306 ↓ -12.57%

Monthly Sessions



264 ↓ -9.9%

Total Visits



92 ↓ -13.21%

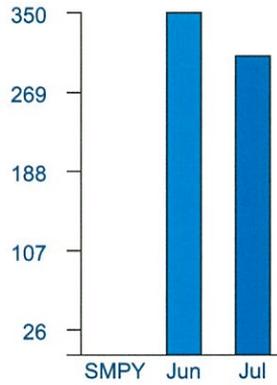
Unique Visitors



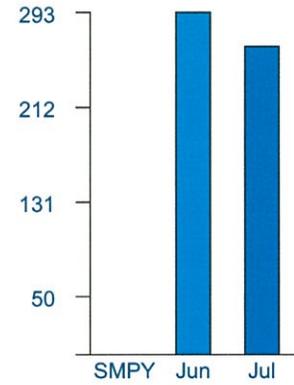
2.87 ↑ 3.99%

Average Return Rate

Total Monthly Session Count

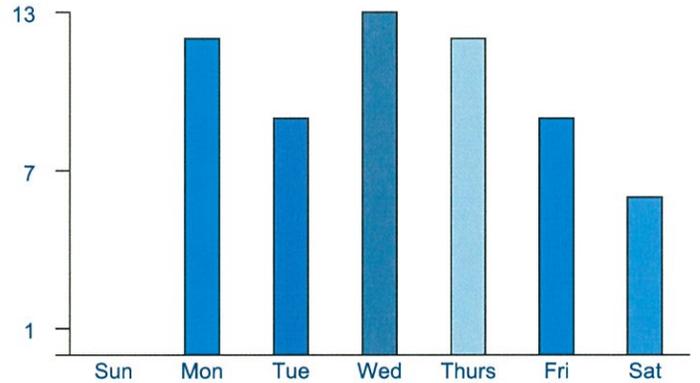


Total Monthly Visits

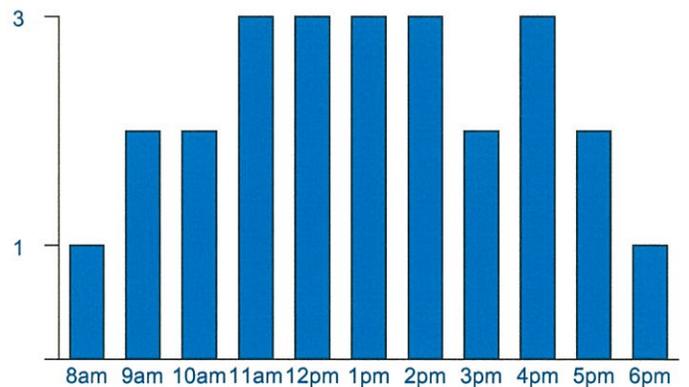


\*SMPY: Same Month Prior Year

Average Daily Visits



Average Peak Hourly



# Memo

**To:** Finley deGraffenied, City Manager

**From:** Van Berry, Golf Course Manager

**cc:** City Council Members

**Date:** August 21, 2023

**Re:** Monthly Report, July 2023

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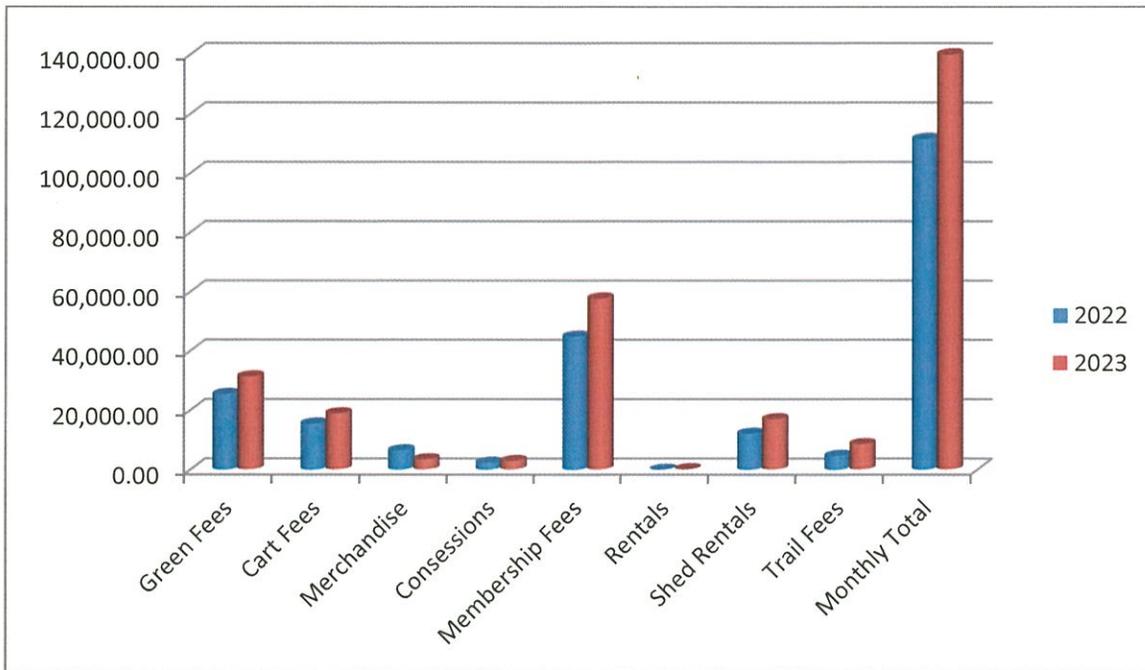
- Applied 800 lbs. of Gypsum on the greens.
- Applied 600 lbs. of 0-0-30 (potash) on the greens.
- Sprayed Firm-Up (soil conditioner) on the greens.
- Applied 400 lbs. of fertilizer and the greens.
- Applied 800 lbs. of Gypsum on the greens
- Normal everyday mowing and maintenance of the golf course.
- Hand-watered hot spots on the greens daily.
- Repaired and adjusted numerous sprinklers on the golf course.
- Repaired rusted out gate valve on #14 fairway.
- Repaired a 2/12" elbow that blew out on #9 fairway.
- With the hot and dry conditions, the golf course is in very good shape, play has not slowed down.
- We have had to cut up and remove several pecan limbs that have just fallen.

## July 2023 Tournaments

- July 1st – Baker Reunion, 54 golfers.
- July 10<sup>th</sup> & 11th – Badger Golf Camp, 42 kids.

- July 15<sup>th</sup> & 16<sup>th</sup> – Britches and Bows, 142 golfers.
- July 19<sup>th</sup> – Beltway Jr Tour, 65 golfers
- July 28<sup>th</sup> – Bo Phelan Benefit 3-Person, 90 golfers.

# Hancock Park G.C. July Revenue Comparison 2022 and 2023



# Memo



To: Finley deGraffenried, City Manager, Honorable Mayor and City Council      Municipal Court  
From: Lewann Turner, Court Clerk I  
Date: Tuesday, August 22, 2023  
Re: Monthly Report July 2023

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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	185
Convictions	71
Compliance Dismissals	37
Hrs. Community Service Completed	69
Total Dollar Amount CS	\$858.80
Waived for Indigency	\$3,730.53
Total Collected	\$24,479.78
Total kept by City	\$16,368.53





Finance/Utility Billing & Collection

# MEMO

Date: August 18, 2023

To: Finley deGraffenried, City Manager

*YMN*

From: Yvonne Moreno, Finance Director

RE: Monthly Report for July 2023

Finance Department:

- \* Input projected budgets in the system for review.
- \* Updated payroll worksheet with current payroll figures for budget input.
- \* Input projected year end figures for FYE 2023.
- \* Reviewed fixed asset purchases for criteria and input in fixed assets spreadsheet.
- \* Processed certified roll for property tax calculations.
- \* Coordinated with Human Resources regarding open enrollment.
- \* Met with representatives regarding the City's medical, dental, and vision rates.
- \* 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.
- \* Corrected general ledger posting errors in system.
- \* Recorded various Journal entries for sales tax, bank reconciliations, etc.
- \* Sales Tax for July was \$231,246 which is a decrease of 1.04% from July 2022.
- \* Reconciled 18 bank accounts
  - Processed 397 Accounts Payable Checks
  - Processed Bi-Weekly Payroll and Longevity Checks

Utility Department:

- The Electric billing for July 2023 was 5.1% higher than what was billed in July 2022. The Water billing for July 2023 was 2.8% lower than what was billed in July 2022.
- July Statistics for the department:
 

Total Water Customers	3,646
Total Wastewater Customers	2,901
Total Electric Customers	5,121
Residential Garbage Customers	2,785
Connects:	26
Disconnects:	30
Read In/Read Out:	37
Disconnects for Non-Pay:	2 (1 reconnected)
(days over 100 degrees we will not disconnect)	

To: Ryan Ward  
From: Carlos Garcia  
Date: Tuesday, August 22, 2023  
Re: July, Monthly

---

Street Department

Mr. Ward,

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

- 1) Street work orders consisting of Street Repair -5, Street Signs -1, Mowing -1, Trim Trees/ Haul Brush-2, Street Clean Up/Sweeping-7, Misc. -1
- 2) Street Patching
- 3) Line of Sights
- 4) Landfill Maintenance
- 5) Prepping sealcoat areas
- 6) Completing our Summer 2023 Sealcoat Project

For the month of August we will continue street sweeping, tree trimming, patching streets, general maintenance throughout the city, and taking care of work orders as they are issued.

# Memo

To: Ryan Ward  
From: Wayne sanders  
Date: August 17, 2023  
Re July

Electric Department

This month's activities involved

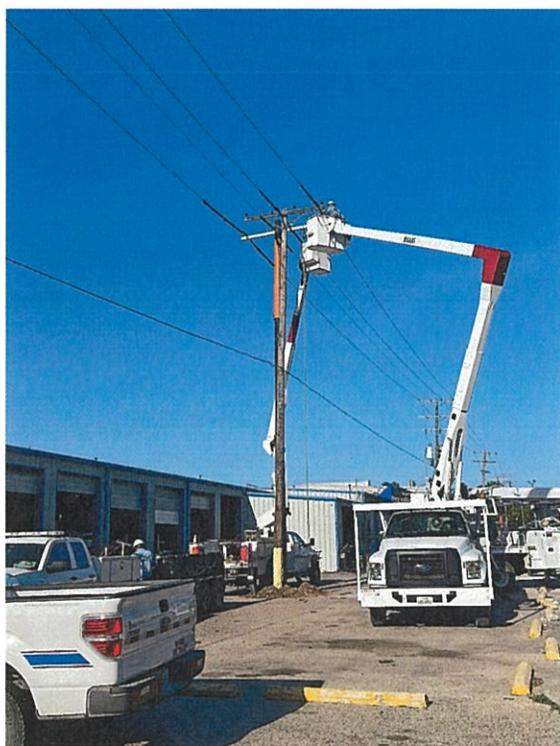
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- Operations and Maintenance  
Electric –81 Total Work Orders  
5 Street lights to replace to LED  
31 Line Locates  
10 work orders for trees
- Set poles: 9 total  
0 Service poles  
7 New lines extensions  
2 Replaced
- Services Connected:  
Sent meter to be tested -1  
Solar meter -0  
Upgrades – 4  
New services – 6  
Temps –0
- Overtime: call outs = 68.5 hrs. OT (high number due to pole replacement)
  1. On customer side – 1
  2. Equipment failure - 1
  3. Tree –
  4. Animal Contact -2
  5. House fire –
  6. Weather –
  7. Cable Line Down –
  8. Auto Accident -2 two separate poles broke due to wreck
  9. Connect /Disconnect -
- Operation and maintenance  
  
Replaced pole at 601 N Key,  
601 N Key built transformer bank for car charging station at Benny Boyd  
Replaced pole at 710 S Key  
Spring Ho set up electric pedestals in park, worked dances and parade  
1218 Sheppard Lane set 5 poles and move line  
Pr 1015 set pole and extend line

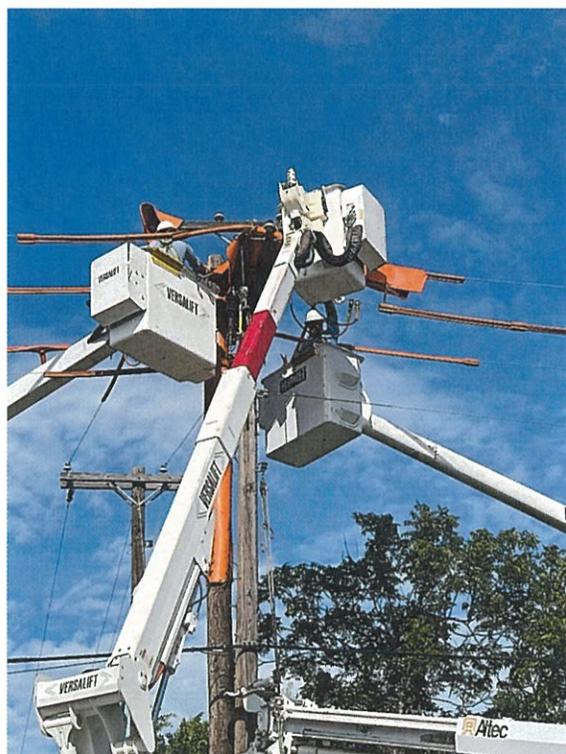
- Activities for the Year

- Osmos Pole Inspection replacement: have replaced 353 poles of 389 total
- Naruna Rd & Hwy 281 Moved 3 poles, rerouted lines on 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 , need to add SCADA to Business Park Breaker
- **Lampasas Substation Upgrade: Panels are complete**

Pole Replacement at 601 N Key Ave.



Pole Replacement at 710 S Key Ave.





## Memo

To: City Manager Finley deGraffenried

From: Police Chief Jody Cummings

Date: 08.02.23

Re: **Police Department** Monthly - July 2023

1. Chief of Police Jody Cummings attended 2 regular City Council workshops, 2 regular City Council meetings and 1 special called budget workshop.
2. Chief Cummings attended 3 Director's meetings.
3. The Police Department supported the Spring Ho Festival.
4. Lt. Chuck Montgomery and staff attended the Central Texas College's Police Academy Graduation and recognized New LPD Officers Dana Fritz and Issac Alford graduate.
5. Lt. Montgomery coordinated the Cradle Point (digital data) project's installation to the police fleet.
6. Chief Cummings and Lt. Montgomery met with School Superintendent Chane Rascoe about their new Guardian Program.
7. Chief Cummings attended a meeting with the City Manager, Asst. Manager, Parks Director and Fire Chief about a city ordinance in the park.
8. Chief Cummings and Assistant Chief Charlie Boswell assisted the Lampasas Animal Shelter to host a meeting with the Best Friends Animal Society about the grant they've awarded.
9. Lt. Montgomery attended a Citizen Police Academy Alumni Association monthly meeting.
10. Lt. Montgomery hosted TML with a shoot/don't shot simulator training.
11. Chief Cummings, Lt. Montgomery and patrol officers supported the To the Crack and Back automobile event.
12. Chief Cummings and Asst. Chief Boswell met with a new Tow Truck Company and coordinated adding them to the rotation.
13. Chief Cummings attended several "Water Event" meetings, assisted delivering water and checked on the water station.

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

# 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, July, 2023

*MGO- My permit-18*

## JULY 2023

<u>DESCRIPTION</u>	<u># OF SEGMENTS</u>	<u>VALUATION</u>	<u>FEE</u>
BUILDING	1	\$100,000.00*	\$375.30
ELECTRICAL	6	\$4,781.47	\$1,101.30*
MECHANICAL	5	\$12,500.00*	\$250.00
PLUMBING	6	\$4,000.00	\$245.00
REMODEL/ADDITION	15	\$149,689.65*	\$1,145.00
SPRINKLER	3	\$11,000.00	\$180.00
*** TOTALS***	37	\$281,971.12	\$3,296.60

- \*Building -New Home*
- \*Electric Service Pole*
- \*Mechanical- New units*
- \*Various Comm/Res Remodel Projects*

## JULY 2022

<u>DESCRIPTION</u>	<u># OF SEGMENTS</u>	<u>VALUATION</u>	<u>FEE</u>
DEMOLITION	1	\$15,600.00	\$50.00
ELECTRICAL	7	\$21,384.00*	\$7,151.50*
FENCE	3	\$10,000.00	\$105.00
PLUMBING	3	\$500.00	\$3,375.00*
REMODEL/ADDITION	8	\$32,677.07*	\$465.00
SIGN	3	\$1,597.80	\$125.00
SPRINKLER	1	\$5,100.00	\$60.00
*** TOTALS***	26	\$86,858.87	\$11,331.50

- \*Interior Remodel, Roof*
- \*Plumbing- Sewer & Water Taps*
- \*Electric -Solar Panels, Extension/New Service*

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## City of Lampasas

## M E M O

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

- ERCOT** Council may have noticed recent calls for conservation from the Electric Reliability Council of Texas ("ERCOT"). Although there has been call for conservation, ERCOT has not, to this point, issued any Energy Emergency Alerts ("EEA"), which will precede any disruption, or required load shed. Even with hopefully cooler weather on the horizon, staff continues to receive forecasts of tight market conditions where demand may exceed supply. Typically, these conditions are a result of high temperatures, low wind forecasts, or unanticipated thermal generation going off line. The grid is more resilient in warmer months, but we will continue to have very tight days in the current weather cycle.
- Water** Reports from Kempner Water Supply Corporation ("KWSC") and Central Texas Water Supply Corporation ("CTWSC") indicate progress on various projects to build capacity for water supply. KWSC has completed modifications to their raw water pump which should provide an extension of time if conditions do not change. Additionally, the interconnection with Bell County WCID has been completed. CTWSC has made upgrades and tested improvements to the Shanklin pump Station that can transfer water from the eastern portion of their system to West Bell Water Supply Corporation and Lampasas. Although steps for additional capacity have been taken, the situation, without any appreciable rain this Fall, remains serious. Residents and businesses have been responding very well, and on some days have reduced water 1 million gallons per day compared to the same date in 2022.
- Library** Shanda reports plans are coming together for this year's Bar-B-Que for Books event. Tickets will go on sale September 11, 2023 with the event being held on October 16<sup>th</sup>. The event is driven by an army of volunteers who assemble and deliver meals to area residents and businesses. Please see Shanda or any Board member for tickets.
- Drainage** The long-awaited Fairview drainage study is nearing completion. The drainage begins in the vicinity of Fieldstone and 580 west and is comprised of both improved and unimproved channels draining from northwest to southeast. Staff will be meeting with engineering consultants to review the findings and recommendations in the next several weeks prior to review with Council. Fairview drainage improvements have been included for several years on the City's CIP program.

**Bikes and Golf**

Ryan reports that enthusiasts from Disc Golf and Bike trails have met at the 580 Complex to review each party's lay-out for use. Trails will be marked, and Disc Golf cages will be placed with some minimal conflicts. As both improvements take shape, the City will also be engaged for possible/occasional maintenance and signage. The improvements represent a long-standing commitment our residents and the City have in our Park systems.

**Staff**

Staff would like to recognize the following City of Lampasas employees who began their careers in August: Delana Fritz, 4 years; Lupe Charping, 16 years; Sue Rowe, 12 years; Robyn White, 2 years; Kasey Schwartzner, 14 years; Aaron Weiser, 10 years; and James Allen, 27 years.



City Manager

ITEM NO. 7.1

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

**Subject:**

Discussion and possible action regarding the first and final reading of an Ordinance to voluntarily annex in property described as 12.74 acres of land out of the James Easley Survey, ABST No. 185, Lampasas County, Texas and being a part of that tract described in a Special Warranty Deed to the David and Karen Love Living Trust dated November 12, 2018 and recorded in Volume 550, page 125 of the Deed Records of Lampasas County

Requested By: Becky Sims, City Secretary/Zoning Administrator

Submitted By: Becky Sims, City Secretary/Zoning Administrator

Date Submitted: August 10, 2023

For the Agenda of: August 28, 2023

**Procurement and Funding Statement:**

Attachments: Request & Petition to Annex, Public Hearing Notice, Service Plan

**Summary Statement:**

Ron Kuker filed the petition for Voluntary Annexation on July 17, 2023. Legislation has changed regarding the voluntary annexation process. Council is no longer required to grant the petition to proceed with the Public Hearing. The change to the law has granted a more expediate process for Voluntary Annexation. The subdivision is 12.74 acres of land and the owner has requested that proceeding the annexation that the property be zoned multi-family-2 apartments. Staff has published the public hearing in the newspaper and sent the required certified letters to the various entities per Local Government Code §43.0673.

**Recommendation:**

To consider a motion to approve the first and final reading of an Ordinance to voluntarily annex in property described as 12.74 acres of land out of the James Easley Survey, ABST No. 185, Lampasas County, Texas and being a part of that tract described in a Special Warranty Deed to the David and Karen Love Living Trust dated November 12, 2018 and recorded in Volume 550, page 125 of the Deed Records of Lampasas County

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE ANNEXING THE HEREINAFTER DESCRIBED TERRITORY TO THE CITY OF LAMPASAS, LAMPASAS COUNTY, TEXAS, AND EXTENDING THE MUNICIPAL CORPORATE LIMITS OF SAID CITY TO INCLUDE THE DESCRIBED PROPERTY WITHIN THE CITY'S BOUNDARY LIMITS, AND GRANTING TO ALL THE INHABITANTS OF THE ANNEXED PROPERTY ALL THE RIGHTS AND PRIVILEGES OF OTHER CITIZENS AND BINDING THOSE INHABITANTS BY ALL OF THE ACTS, ORDINANCES, RESOLUTIONS, AND REGULATIONS OF THE CITY; AND ADOPTING A SERVICE PLAN FOR THE NEWLY ANNEXED PROPERTY**

**WHEREAS**, the City of Lampasas, Texas is a Home Rule municipal corporation that is duly organized and operating pursuant to its Home Rule Charter and the laws of Texas, and, thus, it is empowered to conduct both voluntary and unilateral annexations of territory, subject to the laws of this State; and

**WHEREAS**, on or about July 21, 2023, the owner of the Property described herein below, "Owner," voluntarily petitioned the City of Lampasas requesting that the City annex the Property possessed and controlled solely by the Owner, and upon which fewer than three qualified voters currently reside; and

**WHEREAS**, pursuant to Section 43.052 of the Local Government Code, this voluntary annexation is exempt from the requirements of inclusion in a municipal annexation plan because the property and annexation contains fewer than 100 separate tracts of land on which one or more residential dwellings are located on each tract; and

**WHEREAS**, the procedures prescribed by the Charter of the City of Lampasas, Texas, and the laws of this State have been duly followed with respect to the following described to-be annexed Property.

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

1. That the following-described Property is hereby annexed to the City of Lampasas, Lampasas County, Texas, and that the boundary limits of the City of Lampasas be and the same are hereby extended to include the described territory within the municipal corporate limits of the City of Lampasas, and the same shall hereafter be included within the territorial limits of the City, and the inhabitants thereof shall hereafter be entitled to all the rights and privileges of other citizens of the city of Lampasas and they shall be bound by the acts, ordinances, resolutions, and regulations of said city.

**ANNEXED TRACT:**

Being 12.74 acres of land out of the James Easley Survey, ABST No. 185, Lampasas County, Texas and being a part of that tract described in a Special Warranty Deed to the David and

Karen Love Living Trust dated November 12, 2018 and recorded in Volume 550, page 125 of the Deed Records of Lampasas County. (the "Annexed "Property" or "Property")

2. A Service Plan for the Property is adopted and attached hereto as Exhibit A.
3. The City Secretary is hereby directed to file with the County Clerk of Lampasas, Texas, and/or any other appropriate official or agency, as required by law, a certified copy of this Ordinance.

**PASSED** by an affirmative vote of all members of the City Council on the first and final reading, this the 14<sup>h</sup> day of August 2023

APPROVED:

\_\_\_\_\_  
Herb Pearce, Mayor

ATTEST:

\_\_\_\_\_  
Becky Sims, City Secretary

APPROVED AS TO FORM:

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

Exhibit A  
[Service Plan]

Exhibit A

  
City ManagerITEM NO. 7.2

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

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**Subject:**

Discussion and possible action regarding the Economic Development Corporation Budget for FY 2023/2024

Requested By: Stacey Ybarra, EDC Director

Submitted By: Stacey Ybarra, EDC Director

Date Submitted: August 21, 2023

For the Agenda of: August 28, 2023

**Procurement and Funding Statement:**

Attachments: LEDC FY 2023/2024 Budget

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**Summary Statement:**

The attached budget was approved by the Lampasas Economic Development Board at their July 19, 2023 meeting. This item was discussed during workshop.

**Recommendation:**

To consider a motion to approve the Lampasas Economic Development Corporation FY 2023/2024 Budget as presented.

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