

**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, February 12, 2024
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, February 12, 2024 in the Calvert Municipal Building located at 302 E Third Street, Lampasas, Texas. The City Council of Lampasas, Texas reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed, as authorized by the Texas Government Code sections 551.071 (consultation with attorney), 551.072 (deliberations about real property), 551.073 (deliberations about gifts and donations), 551.074 (personnel matters), 551.076 (deliberations about security devices), 551.087 (economic development), and Section 551.086 (Relating to the authority of public power utility governing bodies to deliberate regarding competitive matters).

WORKSHOP SESSION

1. Call to order Workshop Session
2. Discussion regarding Fiscal Year 2022-2023 Year-End Financial Report. *(pgs.5-6)*
3. Discussion regarding Memorandum of Understanding for Hike & Bike Trails at the 580 Sports Complex. *(pgs. 7-14)*
4. Discussion regarding any item on the regular agenda.
5. Adjourn Workshop Session.

REGULAR SESSION

ANNOUNCEMENTS

- A. Call to Order
- B. Invocation and Pledge of Allegiance
- C. Presentations and Proclamations
 - Recognition of Sheryl Hausmann- 20 years- Library Board
 - Swearing in Ceremony- Officer Jonathan Rinehart

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

2.0	MINUTES	PAGES
-----	----------------	--------------

2.1	Discussion and possible action concerning approval of minutes of the Regular Meeting held on January 22, 2024	15-22
-----	---	-------

3.0	CONSENT AGENDA	PAGES
3.1	Discussion and possible action regarding purchases and charges in excess of \$4,000 from January 1, 2024- January 31.2024	23-30
3.2	Discussion and possible action regarding December 2023 Investment Report	31-50

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

5.0	ROUTINE MATTERS	PAGES
5.1	CITY MANAGER'S OPERATIONAL REPORT <ul style="list-style-type: none"> • Freeze • Water • Water Study • Meeting Dates • Audit • Fire Department • Eclipse 	51-52
5.2	MAYOR'S COMMENTS	N/A

6.0	UNFINISHED BUSINESS	N/A
-----	----------------------------	-----

	NEW BUSINESS	PAGES
7.1	Discussion and selection of website photo contest winner.	53-56
7.2	Discussion and possible action regarding the first reading of an Ordinance calling the May 4, 2024 General Election for the City of Lampasas to elect the expired terms of the Council Member Places Three, Four and Five; providing for early voting, polling times and places and bilingual election materials.	57-60
7.3	Discussion and possible action to issue Order of Election for Municipalities for the May 4, 2024 General Election.	61-62
7.4	Discussion and possible action regarding the approval of cart trail paving by Hinds Paving at Hancock Park Golf Course in the amount of \$ 33,787.24.	63-68
7.5	Discussion and possible action regarding the purchase of bunker gear and helmets in the amount of \$28,118.50 to complete six full sets for the Lampasas Fire Department.	69-76
7.6	Discussion and possible action regarding the purchase of a 2024 Chevrolet Silverado Truck-1500 Crew Cab for the Parks Department in the amount of \$45,807.55.	77-78
7.7	Discussion and possible action regarding the replacement of the Airport Fuel System at the Lampasas Municipal Airport.	79-84
7.8	Discussion and possible action regarding approval of a budget amendment for the purchase of four (4) vehicles for the Police Department that were approved in prior fiscal year 2022-2023 in an amount not to exceed \$280,000.00.	85-92

7.9	Discussion and possible action regarding a Memorandum of Understanding between the Texas A&M Engineering Extension Service, the Texas A&M Public Response Team, and the City of Lampasas.	93-108
7.10	Discussion and possible action to deem a Cemetery Department 2000 Ford Pickup Truck as surplus and dispose of as State Law allows.	109-110
7.11	Discussion and possible action to deem a Parks Department 1999 Ford F250 Pickup Truck as surplus and dispose of as State Law allows.	111-112
7.12	Discussion and possible action regarding the acknowledgment of Concert on the Courtyard Square Bandstand on April 7, 2024 from 7:00 p.m.-Midnight.	113-118
7.13	Discussion and possible action regarding Request for Proposals for Solid Waste Providers.	119-120

Adjourn into Executive Session

EXECUTIVE SESSION

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

8.0	
8.1	Section 551.087 (economic development)- (1) to receive and evaluate financial information received from a business prospect, to discuss same, and/or to deliberate regarding commercial or financial information that the City has received from a business prospect that the City seeks to have locate, stay, or expand in or near the city, with which the City is conducting economic development negotiations; and/or (2) to deliberate an offer of any financial or other incentives to any business prospect described above.
8.2	Section 551.072 (deliberations about real property) - Deliberation concerning the potential purchase, exchange, lease, acquisition, sale and/or value of real property.
8.3	Adjourn executive session and reconvene Regular Session

REGULAR SESSION

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

Adjourn

I, Becky Sims, City Secretary of the City of Lampasas, Texas, do hereby certify that this Notice of Meeting was posted on the bulletin board/front window of City Hall, 312 East Third Street, Lampasas, Texas, at a place readily accessible to the general public at all times, on the 9 day of February 2024 at 1:30pm


 Becky Sims, City Secretary

THIS PAGE INTENTIONALLY LEFT BLANK


City Manager

ITEM NO. WORKSHOP-2

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

Subject:

Discussion and updates regarding FY 2023 year-end Financial Report.

Requested By: Finley deGraffenried, City Manager

Submitted By: Finley deGraffenried, City Manager

Date Submitted: February 6, 2024

For the Agenda of: February 12, 2024

Procurement and Funding Statement:

Attachments:

Summary Statement:

Yvonne Moreno, Finance Director has closed the financial books for Fiscal Year beginning October 1, 2022 and ending September 30, 2023. Although financials are subject to amendment and modification as recommended by the City's auditor, Staff will present a pre-audit report regarding the financial performance of the City compared to budget and to previous year. Council has typically been asked to acknowledge the report at a later meeting. Staff will provide written reports at the meeting.

Recommendation:

Discussion and direction only

THIS PAGE INTENTIONALLY LEFT BLANK



City Manager

ITEM NO. WORKSHOP-3

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

Subject:

Discussion regarding Memorandum of Understanding for Hike and Bike Trails at 580 Sports Complex.

Requested By: Ryan Ward, ACM

Submitted By: Ryan Ward, ACM

Date Submitted: February 6, 2024

For the Agenda of: February 12, 2024

Procurement and Funding Statement:

N/A

Attachments:

Summary Statement:

This draft MOU is to memorialize a general framework for communications and terms of cooperation between the City and Lampasas Trails in connection with the construction by Lampasas Trails of the Park Improvements consistent with the International Mountain Bike Association (“IMBA”) guidelines and design criteria (the “Project”). These trails will be solely constructed for “hiking and biking.”

Recommendation:

Discussion Only

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (this “MOU” or this “Agreement”) is made by and between the City of Lampasas, Texas, a Home-Rule municipal corporation situated in Lampasas County, Texas (“City”), and Lampasas Trails, a 501(c) nonprofit organization (“Lampasas Trails”) located in Lampasas, Texas. The City and Lampasas Trails may be jointly referred to herein as the “Parties” and singularly as a “Party.”

RECITALS

WHEREAS, the City owns and controls for public use and benefit certain property within its corporate boundary and jurisdiction, which is located at 2351 State Road FM 580 West, that the City had dedicated as one of the City’s municipal parks, and identifies this City Park as the “580 Sports Complex” (the “Park” or the “Property”);

WHEREAS, the City has determined that the Park will be substantially enhanced through construction of certain improvements (as more particularly described in the Approved Plans (as defined herein), the “Park Improvements”) to a certain section of the Park (the “Project Acreage”) situated in the south, west and east portions of the Park’s established ‘rodeo arena’ area; and

WHEREAS, Lampasas Trails wishes to facilitate the Park Improvements by constructing the Park Improvements for the City in accordance with the general terms and conditions outlined below.

NOW THEREFORE, for sufficient consideration acknowledged, exchanged and accepted by both Parties, the City and Lampasas Trails agree as follows:

Section 1. Purpose. This MOU is entered into by the Parties to memorialize a general framework for communications and terms of cooperation between the City and Lampasas Trails in connection with the construction by Lampasas Trails of the Park Improvements consistent with the International Mountain Bike Association (“IMBA”) guidelines and design criteria (the “Project”). The Park Improvements shall mean those improvements described in the plans approved by the City prior to the Effective Date and described on Exhibit A attached hereto (the “Approved Plans”). These trails will be solely constructed for “hiking and biking.”

Section 2. General Understanding of the Scope of the Project. The Park Improvements will be performed by a contractor hired by Lampasas Trails (the “Contractor”) and by volunteers and others working under the direction of Lampasas Trails and the Contractor, which work shall be done in compliance with the Approved Plans and the provisions of this MOU.

Section 3. Parties’ Responsibilities:

(A) Lampasas Trails Responsibilities:

By entering into this MOU, Lampasas Trails acknowledges and agrees that it will in good faith, undertake the Project and to:

1. Contract with the Contractor to construct approximately eight (8) total miles of the Park Improvements, in accordance with the Approved Plans (Exhibit A attached) and with the assistance of volunteers provided by Lampasas Trails.
2. Provide, train, equip, schedule and supervise all Project volunteers in the work they will perform on the Project, as well as in any staging areas used by the Contractor during work on the Project, and in all necessary and appropriate construction and safety techniques in accordance with IMBA guidelines. Lampasas Trails shall provide all tools, equipment, and manpower for installation of the Park Improvements, including all necessary safety equipment and materials to protect Lampasas Trails' volunteers while working on the Project. Prior to participating in the construction of the Park Improvements, each volunteer must have signed an accident waiver and release from liability agreement that releases the City from liability.
3. Ensure to the City (or cause its contractor to confirm to the City) that all 'technical features' installed on the trails conform to IMBA guidelines.
4. Lampasas Trails volunteers are authorized to sculpt and/or remove downed trees found on the trails within reason.
5. Communicate to the City in the event that Lampasas Trails is unable to safely and promptly address any issue identified by Lampasas Trails staff or volunteers that may potentially poses or may soon pose an unsafe condition for the public on the trails.
6. Agree that no live standing trees of native species (Oak, Elm and Pecan) with a diameter 4 inches or greater (measured at 6' above ground level except Oak, Elm and Pecan trees, which diameter shall be at 2 inches or greater) may be cut down, uprooted, or otherwise destroyed or removed by the Lampasas Trails staff or Project volunteers, without first receiving prior written approval from the City.
7. Agree that brush and small trees (i.e., not exceeding diameters noted above), that are cut, pruned, removed, etc., should be randomly scattered in areas that are a safe distance off the adjacent trail's edge, typically ten (10) foot where applicable. Any tree that is lopped and not removed or uprooted, should be cut so that no portion that remains extends more than 6 inches above the ground.
8. Understands, that should a volunteer of the Lampasas Trails find or come upon large trees up to 12 inches in diameter, that fall across the trail, they may cut to clear passage for the bike trail but the remaining portions of the trees can be left in place provided it's safe to do so, should it not feasible to cut or remove the tree in its entirety, the City shall be notified for assistance.
9. If changes or alterations to the Approved Plans are recommended by Lampasas Trails, Lampasas Trails will submit such proposed alterations to the City, in writing for its approval prior to making such change/s.

10. Recommend to the City, for its consideration and sole decision making, the types and locations for all trail signage. Assist with marking and preparing the Project for eventual sign installation, in coordination with the City, after signage is obtained and ready for installation. Assist the City with installation of trail signage and construction, if necessary, at the City's expense.
11. Acknowledges and agrees that the Project Acreage is and shall remain at all times 'public property' that is owned and controlled solely by the City and, further, that no actions taken by Lampasas Trails, its members, staff, volunteers or the Contractor shall alter, void, change or negate in any way, the public nature of the Park and the Property Acreage. Further, Lampasas Trails agrees that it may not engage in work or activities related to the Project that interfere with City operations or municipal needs or use of the City's Park or Park and/or Property Acreage or the public's use of the Park.
12. Proposed timeline for Project completion: The Project shall be substantially completed and made safe for use, within the first twelve months after the Effective Date.
13. Agrees that the City, at its sole discretion, may have the need to install or improve public infrastructure located in proximity of the Project, which could result in the disruption or removal of certain portions of the Park Improvements. If such occurs, the City will attempt to minimize or mitigate any disruption to the best of its ability and in coordination with Lampasas Trails.
14. Procure and maintain in effect during the term of this MOU, with companies licensed to do business in the State of Texas, public liability insurance with minimum policy limits of \$1,000,000 per occurrence, \$2,000,000 aggregate for bodily Injury and property damage.
15. LAMPASAS TRAILS'S WAIVER AND RELEASE

RELEASE AND WAIVER: LAMPASAS TRAILS HEREBY WAIVES AND RELEASES, AND ACKNOWLEDGES THAT BY ACCEPTING THE TERMS OF THIS MOU, LAMPASAS TRAILS HAS AGREED TO WAIVE AND RELEASE, ANY AND ALL CLAIMS OR ACTIONS THAT LAMPASAS TRAILS OR ITS EMPLOYEES, AGENTS AND CONTRACTORS MAY HAVE AGAINST THE CITY, ITS REPRESENTATIVES, AGENTS, OFFICERS, EMPLOYEES, AND ANY OTHER INDIVIDUAL(S), FIRM(S), ORGANIZATION(S), OR ENTITIES ASSOCIATED WITH THE CITY, WHICH MAY RESULT, IN WHOLE OR IN PART, FROM ANY NEGLIGENT (BUT NOT GROSSLY NEGLIGENT) ACT OR OMISSION OF THE CITY, ITS REPRESENTATIVES, AGENTS, OFFICERS, EMPLOYEES, AND/OR ANY OTHER INDIVIDUAL(S), FIRM(S), ORGANIZATION(S), OR ENTITIES ASSOCIATED WITH THE CITY.

THE ABOVE RELEASE AND WAIVER SHALL BE BINDING ON THE

SUCCESSORS, HEIRS, REPRESENTATIVES, EMPLOYEES, ASSIGNEES,
AND SUBROGEEES OF LAMPASAS TRAILS.

(B) City Responsibilities:

By entering into this MOU, the City acknowledges and agrees that it is contractually obligated to:

1. Consider Lampasas Trails' recommendations concerning trail information signage, with ultimate decision regarding same to be made solely by the City.
2. City shall be responsible for the costs related to the purchase and/or manufacturing of the signage that will be placed along the trails system installed by the City.
3. Non-interference and protection of improved Trails. The City acknowledges that the trail system constructed by Lampasas Trails, their volunteers and contractors, in accordance with IMBA standards, may not be altered, changed, re-routed, without the express cooperation of the parties. If an immediate safety condition exists, as determined by the City, the trail system may be altered or re-routed with the parties to consult regarding the mitigation of the safety condition within 48 hours of the alteration. The parties acknowledge that areas outside of the trail system may be used for other public and recreation purposes, however; the City will notify Lampasas Trails of any proposed new projects/uses, that will be in the area of the park where improved trails exist, allowing Lampasas Trails an opportunity to provide input, before the City approves such projects/uses.
4. By entering into this MOU, the City acknowledges its agreement to allow Lampasas Trails to undertake the Project, under the terms and provisions provided herein, so long as Lampasas Trails and its volunteers are in full compliance with the terms of this MOU, the City applicable regulations and rules, and so long as this MOU has not been terminated by either Lampasas Trails or the City, as set forth in Section 4, Subsection (d), below.

Section 4. Miscellaneous:

- (a) **Non-Performance.** In the event Lampasas Trails fails to construct the Park Improvements in accordance with this MOU, or should it otherwise fail to comply with the provisions of this MOU, then the City may, at its option, with thirty (30) days' prior written notice to Lampasas Trails, terminate this MOU and end the Project, including any remaining proposed Project work that was planned on the Property Acreage, but that was not installed or completed at the time of the termination of this MOU. At that point in time, the City will utilize the Property Acreage for the benefit of the public, without any requirement that further legal or other action/notice be provided to Lampasas Trails.
- (b) **Non-exclusive use.** Lampasas Trails understands and acknowledges that the Park, including the Property Acreage, has been improved for public use, and that the use of trails at the Park is non-exclusive, and subject to other uses by the public,

including uses as approved by the City. Such additional uses of the Park do not violate the terms of this MOU.

- (c) **Legal Effect of MOU.** The City and Lampasas Trails acknowledge and agree that this MOU constitutes a legal agreement between the Parties and shall bind the Parties to the terms of this MOU, as set forth herein.
- (d) **Effective Date and Termination.** The Effective Date of this MOU is the date set forth on the signature page hereof and shall remain in effect for three (3) consecutive years thereafter, with a proceeding autorenewal term of one (1) year perpetually. Either Party may elect to terminate this MOU and their responsibilities hereunder, for cause or no cause, by providing the other Party written notice, thirty (30) days prior to the termination date. Because the Park is public property, should the City make a finding that there exists: (1) a need to terminate the Project for a public purpose or (2) a serious safety condition exists on the Property Acreage, then the City may terminate this MOU and halt the Project, by providing Lampasas Trails with 48 hours written notice, or close immediately, until such time as the safety concern is addressed. Should the safety concern not be addressed within thirty (30) days upon closure, this MOU will terminate.
- (e) **Relationship of Parties.** The Parties shall not be deemed to be in a relationship, enterprise, partnership, or joint venture by virtue of this MOU, nor shall either Party be an agent, representative, trustee or fiduciary of the other. Neither Party shall have any authority to bind the other to any agreement or commitment, whatsoever, specifically including the purchase of Project materials or goods and services. This MOU is not assignable or transferable by either Party without the other Party's written consent.
- (f) **Amendments.** Any amendments of this MOU must be in writing and approved by both Parties.
- (g) **Applicable Law.** This Agreement is made and shall be construed and interpreted under the laws of the State of Texas and exclusive venue for any claim, dispute, lawsuit or other legal proceeding arising out of this Agreement shall lie in Lampasas County, Texas.
- (h) **Dispute Resolution.** The Parties acknowledge and agree that the City operates the Park, including the Property Acreage, in trust for the public, therefore, and accordingly, the Parties agree that any and all disputes or disagreements shall be resolved by consultation in good faith, between the City and Lampasas Trails, prior to elevating the matter to any formal action or cause.
- (i) **Severability.** In the event that any provision of this Agreement is illegal, invalid, or unenforceable under present or future laws, then and in that event it is the intention of the Parties hereto that the remainder of this Agreement shall not be affected thereby, and it is also the intention of the Parties to this Agreement that in lieu of each clause or provision that is found to be illegal, invalid, or

unenforceable, a provision be added to this Agreement which is legal, valid and enforceable and is as similar in terms as possible to the provision found to be illegal, invalid, or unenforceable.

Executed and effective this _____ day of _____, 2024

City of Lampasas, Texas

By: _____

Name: Finley deGraffenried, City Manager

ATTEST:

By: _____

Name: Becky Sims, City Secretary

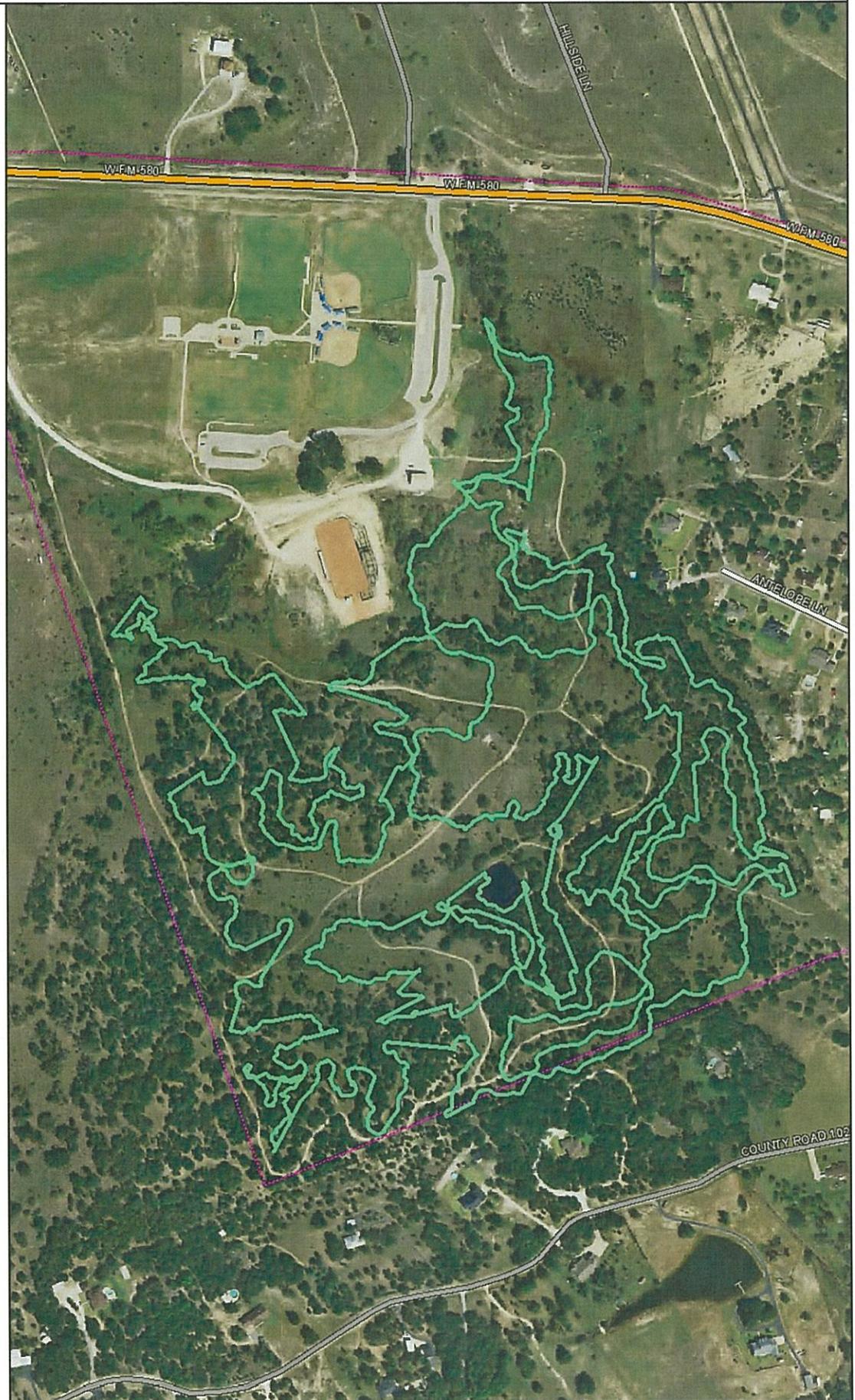
Lampasas Trails

By: _____

Name: Rob Shivers, President

Exhibit A

- Proposed Bike Trails
- US Hwy
- FM Road
- City Street Labels
- City Streets
- County Road
- Private Road
- TxRRC Railroad
- Extra-territorial Jurisdiction
- City Limits



Data displayed were gathered by the City of Lampasas for municipal purposes. No guarantee is made regarding suitability for any other use or purpose.



02/08/24 09:48

**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, January 22, 2024
5:30 p.m. Workshop Session
6:00 p.m. Regular Session**

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

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

Council Members Present:

Chuck Williamson
Eric Hernandez
Davis Keele
Zachary Morris

City Staff Present:

Finley deGraffenried, City Manager
Becky Sims, City Secretary
Joe Adams, Deputy Fire Chief
Jody Cummings, Police Chief
Monica Wright, IT Director
Ryan Ward, ACM
Yvonne Moreno, Finance Director
Frank Ellett, Building Official

Council Members Absent:

Charlie Pratus
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 relating to Wayfinding Master Sign Project

Becky Sims, City Secretary presented the latest package to Council for comment and recommendations.

- *Gateway Sign Placement*
- *Wayfinding Sign Placement*
- *Wayfinding Sign vs. Secondary Gateway on East FM 580*
- *Secondary Gateway to serve dual purpose at 580 Sports Complex*
- *Historic Downtown Secondary Gateway Sign Placement*
- *Signs types and placement on 281 will be determined after the TxDOT project is complete.*

By consensus, Council was in favor of the direction of the sign master plan, in agreement with wayfinding sign on East FM 580, secondary gateway at 580 sports complex, visibility of historic downtown sign on 4th Street, phased project with a combination of gateway signs and wayfinding signs.

Next step is to consult with TxDOT regarding repurposing existing signs, sign redundancy and new sign placement.

3. Discussion regarding any item on the regular agenda

There was no discussion

5 Adjourn Workshop Session

Council member Williamson moved to adjourn workshop at 5:39 p.m., the motion was seconded by Mayor Pro-Tem Morris and with a unanimous vote, the motion carried. (Kuehne & Pratus absent)

REGULAR SESSION

ANNOUNCEMENTS

A. Call to Order

Mayor Pearce called the Regular Session to order at 5:40 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

A RESOLUTION DECLARING FEBRUARY 2024 NIGHT SKY AWARENESS MONTH FOR THE CITY OF LAMPASAS, TX

WHEREAS, the City of Lampasas, Texas (hereafter “City) supports efforts to preserve the night skies and encourages such practices and technologies to further preserve, protect and celebrate our night sky in the City as reflected in Resolution 21-14;

WHEREAS, the City works with its partners to educate and encourage landowners, businesses, resident communities, and public entities to join in this commitment;

WHEREAS, upcoming events raising awareness include the March 2 Library Star Party and April 8 Solar Eclipse;

WHEREAS, the City recognizes the importance of education and awareness building to continue to encourage our citizens in protecting the enduring beauty of the night sky;

NOW, THEREFORE, BE IT RESOLVED by the City Council of Lampasas, Texas that:

The City hereby declares February 2024 Night Sky Awareness Month.



Mayor Pearce and City Council recognized Frank Ellett, Building Official for 5 years of service with the City of Lampasas.



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

There were no citizen comments

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

There were no citizen comments

2.0	MINUTES
2.1	Discussion and possible action concerning the approval of minutes of the Regular Meeting held on January 8, 2024

Council member Williamson moved to approve the minutes of the Regular Meeting held on January 8, 2024, the motion was seconded by Council member Keele, with Mayor Pro Tem Morris abstaining the motion carried. (Kuehne & Pratus absent).

3.0	CONSENT AGENDA
3.1	Discussion and possible action to approve the second reading of an Ordinance to rezone property described as .416 acres, ABST 0419 of the LHW Johnson Survey, W Ave E Lampasas, Texas Lampasas County from Single Family Residential-10 to Single Family Residential Family-10 with a Mobile Home Overlay “MHO”

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

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

Yvonne Moreno, Finance Director presented the finance/utilities annual report

Finance ~ Utility Team

- Bessie White, Finance 9 years
- Felecia Vallejo, Utilities 12 years
- Heather McDonald, Utilities 3 years
- Amy Catron, Utilities, 1 year
- Courtney Owens-Ramp, Utilities 1 year
- Samantha Ervin, Utilities 4 months
- Tom Zimpel, Meter Technician 13 years
- Jr. Spivey, Meter Technician 12 years (May)

Money Collected

- Utility Billing, Deposits processed twice daily.
 - Cash / Check payments
 - Credit Card payments
 - Bank drafts
 - Web Payments
- Library collects, staff counts, inputs, and processes deposit.
- Golf Course collects, staff counts, inputs, and processes deposit.
- Hanna Pool collects, staff counts, inputs, and processes deposit.
- Hancock Pool collects, staff counts, inputs, and processes deposit.
- Citizen Collection Station collects, staff processes payments and deposit.
- Animal Shelter collects, staff processes payments and deposit.
- Airport Fuel, paid by credit card, staff processes payments.
- Parks/Parks Facilities Department, fees paid at City Hall.
- Online Building Permits, staff processes payment.
- Cemetery payments made at City Hall.
- Fire Dept. payments processed at City Hall.
- Court collects, staff processes deposit
- Police Department collects after hour's payments, misc. receipts, staff processes.
- Processed 57,027 receipts of those 35,506 for utilities, and 21,521 for other departments

- Three Cycles
 - ❖ Due on the 5th, 15th and 25th
 - ❖ Two (2) Residential Cycles, 1 Commercial Cycle
 - ❖ Print and mail late notices – due 10 days past due date
 - ❖ Door tags, then disconnection
 - ❖ Figure sewer rates on annual basis using winter averaging (December, January, and February)
- Day to Day Operations
 - ❖ Process payments and customer service
 - ❖ Prepare work orders, set up new utility accounts, disconnect accounts.
 - ❖ Process NSF Checks
 - ❖ Process Refund Checks
 - ❖ Process Solar Read Credits
 - ❖ Work with Hill Country Community Action regarding pledges
 - ❖ Set up all utility accounts and process work orders
 - ❖ Set up bank drafts on accounts
 - ❖ Daily deposits
 - ❖ Prepare adjustments to accounts as needed
 - ❖ Provide customer service in person and over the phone

Number of Customers:

- Water 3,649
- Electric 4,713 (Includes security lights)
 - Demand customers: 437
- Wastewater 2,914
- Residential Garbage 2,787

■ Work Orders

- ❖ Turn on service 331 work orders
- ❖ Disconnect service 327 work orders
- ❖ Read In/Read Out 420 work orders
- ❖ Service Change 66 work orders
- ❖ Meter Swaps
 - Water 87 Work Orders
 - Electric 78 Work Orders

■ Finance

- ❖ Annual Budget – Property Tax Calculations, Notifications
- ❖ Annual TML Workers Comp Audit
- ❖ 941 Employers Tax – Quarterly
- ❖ Record Fixed Assets – Annual Depreciation Schedules
- ❖ Accounts Receivable
- ❖ Prepare Journal Entries
- ❖ Accounts Payable – Processed 4,365 checks
- ❖ Payroll – Bi-Weekly,
- ❖ Process Insurance Payments (Health, Vision/Dental, TMRS, Life) Monthly
- ❖ Process Longevity Checks Monthly
- ❖ Bank Reconciliations Monthly
- ❖ Large Cash/Concentration done daily
- ❖ Airport Fuel Reconcile Monthly
- ❖ Purchase Orders, review and send to departments
- ❖ Investments
- ❖ Record Sales Tax Receipts
- ❖ Report/Pay monthly sales tax owed to the State
- ❖ Close out books and install new budgets

■ Future Goals

- ❖ Update Utility Policy
- ❖ Update Cash Policy
- ❖ Continue in compliance with Card Readers
- ❖ Cross train all utility positions
- ❖ Utilize training opportunities
- ❖ Continue meter change out program for both electric and water
- ❖ Continue to provide excellent customer service to all of our citizens

5.0	ROUTINE MATTERS
5.1	City Manager’s Operational Report

City Manager deGraffenried reviewed his report:

- EMS* Attached is the December report from Hamilton County Hospital District Emergency Medical Services (“EMS”) for services delivered in Lampasas County. Of the 325 total Calls for Service (“CFS”), calls within the City of Lampasas accounted for 143 or 44% of all calls. Including calls within the Lampasas Volunteer Fire Department service area, and transfers from Rollins Brook Hospital, the percentage of calls increased to 81%, or 263 calls. Average response time in the City of Lampasas was 5 minutes, 10 seconds.
- Bridge* Ryan reports on the recent update to the TxDOT Third Street bridge replacement project. The project remains approximately 12 months out, pending final design, utility relocations and bidding. The City will need to relocate a water main and two utility poles; and ATMOS will have substantive relocation of their utilities.
- LEDC* The Lampasas Economic Development Corporation (“LEDC”) met on January 17th to discuss on-going planning, SWOT inclusions and interest from prospects. Additionally, with the Mayor in attendance, the Board discussed the possibility of a joint workshop with Council to open lines of communication and review common direction. Stacey also discussed on-going retention activities including networking and education events, and the upcoming Entrepreneurial Summit.
- Auditors* Representatives from Singleton, Clark & Company have taken up residence in City Hall this past week. The visit represents the last sampling and review of financial documentation to complete the City’s FY 2023 Audit. Council should also expect confidential surveys from the auditors to assess any perception or knowledge of possible financial improprieties. The Audit should be available for review by Council by the end of February. The internally prepared Finance report will also be presented to Council on February 13.
- Gateway Signage* Ryan reports that, in cooperation with land owners, Vision and Mezger Stone, the City’s Gateway monument for south 183 will be initiated soon. The City has engaged a contractor to relocate the boundary fence on the Bumpus property, and also pour the foundation for the stone block signage. It is likely block will not be placed any sooner than 1 week after the foundation is poured to allow sufficient curing.
- Painted Chair* Shanda announces that the Library Foundation, Katherine Mezger Painted Chair fundraiser is getting close. Donors are asked to select a book and chair, and decorate/paint the chair with the theme of the book in mind. Chairs, and accompanying books, may be delivered to the Library March 20th with the auction to be conducted April 27th. Get your chairs and books ready!
- Staff* Staff is sorry to announce the upcoming retirements of Antonio Barrio, Sargent Code Enforcement; and J.P. Harris Deputy Fire Chief and Fire Marshall. Both have represented the City very well. Staff is also pleased to announce the hiring of Tim Davis, Deputy Chief Fire Department; Jon Rinehart, Patrol Officer; and Micah Roberts, School Resource Officer.
- Staff would also like to recognize City of Lampasas employees who began their career in January. Emily Stone, 11 years; Ryan Ward, 2 years; John Wilks 6 years; Stacey Ybarra, 1 year; John Resa, 2 years; Jameson Varnado, 2 years; Ricky Haynie, 8 years; Van Berry, 36 years; Frank Ellett, 5 years; and Christopher Alford, 1 year.

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

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

There was no unfinished business.

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

7.1	Discussion and possible action concerning approval of the Contract for Election Services between Lampasas County, Texas and the City of Lampasas, Texas, for the May 4, 2024 General Election.
-----	--

Mayor Pro Tem Morris moved to approve the Contract for Election Services between Lampasas County, Texas and the City of Lampasas, Texas, for the May 4, 2024 General Election, the motion was seconded by Council member Keele and with a unanimous vote, the motion carried. (Kuehne & Pratus absent)

7.2	Discussion and possible action to donate surplus 2009 Ford Crown Victoria from Police Department Fleet to the Law Enforcement Program at Lampasas High School.
-----	--

Council member Keele moved to deem a 2009 Ford Crown Victoria as surplus from Police Department Fleet and to donate to the Law Enforcement Program at Lampasas High School, the motion was seconded by Council member Hernandez and with a unanimous vote, the motion carried. (Kuehne & Pratus absent)

7.3	Discussion and possible action regarding terms of a Development Agreement by and between RKJ Construction ("Developer") and the City of Lampasas ("City") for consideration of public improvements that include road construction and paving, and extension of the City's water mains.
-----	--

Mayor Pro Tem Morris moved to approve terms of a Development Agreement by and between RKJ Construction ("Developer") and the City of Lampasas ("City") for consideration of engineering costs; the motion was seconded by Council member Hernandez, and with a unanimous vote the motion carried. (Kuehne & Pratus absent)

7.4	Discuss and consider nominating candidate for election to the Central Texas Water Supply Corporation Board of Directors.
-----	--

Council member Keele moved to nominate Finley deGraffenried to the Central Texas Water Supply Corporation Board of Directors, the motion was seconded by Council member Hernandez and with a unanimous vote the motion carried. (Kuehne & Pratus absent)

Adjourn- Mayor Pro Tem Morris moved to adjourn the meeting at 6:22 p.m., the motion was seconded by Council member Hernandez and with a unanimous vote, the motion carried. (Kuehne & Pratus absent)

PASSED AND APPROVED this _____ day of _____, 2024.

Herb Pearce, Mayor

ATTEST

Becky Sims, City Secretary

THIS PAGE INTENTIONALLY LEFT BLANK


City Manager

ITEM NO. 3.1

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

Subject:

Discussion and Possible Action regarding purchases and charges in excess of \$4,000 from January 1, 2024 to January 31, 2024.

Requested By: Yvonne Moreno, Finance Director

Submitted By: Yvonne Moreno, Finance Director

Date Submitted: February 7, 2024

For the Agenda of: February 12, 2024

Procurement and Funding Statement:

N/A

Attachments: A/P History Check Report

Summary Statement:

The Check History Report presents the detail of individual charges and amounts for all checks over \$4,000 for the period of January 1, 2024 to January 31, 2024.

Recommendation:

Motion to approve by consent.

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
56260	LOWER COLORADO RIVER AUTHORITY							
I-EW710461706473	DECEMBER ELECTRIC	E	1/19/2024	552,467.51		000122		552,467.51
84250	TEXAS MUNICIPAL RETIREMENT SYS							
I-TMR202311308380	RETIREMENT CONTRIBUTIONS	D	1/02/2024	64,520.04		000217		
I-TMR202312018381	RETIREMENT CONTRIBUTIONS	D	1/02/2024	458.91		000217		
I-TMR202312148385	RETIREMENT CONTRIBUTIONS	D	1/02/2024	60,096.82		000217		
I-TMR202312298386	RETIREMENT CONTRIBUTIONS	D	1/02/2024	59,596.45		000217		184,672.22
27050	IRS-PAYROLL TAXES							
I-T1 202401128392	FEDERAL WITHHOLDING	D	1/12/2024	23,938.38		000218		
I-T3 202401128392	FICA TAX	D	1/12/2024	33,057.54		000218		
I-T4 202401128392	MEDICARE TAX	D	1/12/2024	7,731.22		000218		64,727.14
27050	IRS-PAYROLL TAXES							
I-T1 202401268393	FEDERAL WITHHOLDING	D	1/26/2024	22,303.82		000219		
I-T3 202401268393	FICA TAX	D	1/26/2024	32,121.56		000219		
I-T4 202401268393	MEDICARE TAX	D	1/26/2024	7,512.46		000219		61,937.84
17865	COLONIAL LIFE & ACCIDENT							
I-AC1202312148385	ACCIDENT INSURANCE	R	1/02/2024	446.57		174754		
I-AC2202312298386	ACCIDENT INSURANCE	R	1/02/2024	446.63		174754		
I-AC3202312148385	ACCIDENT INSURANCE	R	1/02/2024	826.58		174754		
I-AC3202312298386	ACCIDENT INSURANCE	R	1/02/2024	826.58		174754		
I-CN1202312148385	CANCER INSURANCE	R	1/02/2024	292.48		174754		
I-CN2202312298386	CANCER INSURANCE	R	1/02/2024	292.52		174754		
I-HO1202312148385	HOSPITAL INCOME PREMIUM	R	1/02/2024	0.01		174754		
I-HO3202312148385	HOSPITAL INCOME - PRETAX	R	1/02/2024	145.49		174754		
I-HO3202312298386	HOSPITAL INCOME - PRETAX	R	1/02/2024	145.49		174754		
I-LF3202312298386	UNIV/COL LIFE AFTER TAX	R	1/02/2024	373.42		174754		
I-LF7202312148385	NON-PRETAX LIFE INSURANCE	R	1/02/2024	373.47		174754		
I-LF8202312148385	AFTER TAX COLONIAL PRODUCTS	R	1/02/2024	1,466.14		174754		
I-LF8202312298386	AFTER TAX COLONIAL PRODUCTS	R	1/02/2024	1,466.14		174754		
I-LP1202312148385	PRETAX LPSD DISABILITY	R	1/02/2024	0.01		174754		
I-LP3202312148385	LPSD DISABILITY AFTERTAX	R	1/02/2024	44.17		174754		
I-LP3202312298386	LPSD DISABILITY AFTERTAX	R	1/02/2024	44.17		174754		7,189.87
03376	PRINCIPAL LIFE INSURANCE COMPA							
I-202312298389	PRINCIPAL LIFE INSURANCE COMPA	R	1/02/2024	309.30		174763		
I-DN1202312148385	EMPLOYEE SHARE HEALTH INSUR	R	1/02/2024	767.47		174763		
I-DN2202312298386	EMPLOYEE SHARE HEALTH INSUR	R	1/02/2024	767.47		174763		
I-GDC202312298386	DENTAL INSURANCE PREMIUM	R	1/02/2024	1,030.08		174763		
I-GDE202312298386	DENTAL INSURANCE PREMIUM	R	1/02/2024	1,069.50		174763		
I-GDF202312298386	DENTAL INSURANCE PREMIUM	R	1/02/2024	1,450.75		174763		
I-GDS202312298386	DENTAL INSURANCE PREMIUM	R	1/02/2024	565.76		174763		
I-GVC202312298386	VISION INSURANCE PREMIUM	R	1/02/2024	150.92		174763		
I-GVE202312298386	VISION INSUR PREMIUM	R	1/02/2024	236.88		174763		
I-GVF202312298386	VISION INSURANCE PREMIUM	R	1/02/2024	243.88		174763		

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
I-GVS202312298386	VISION INSURANCE PREMIUM	R	1/02/2024	108.32		174763		
I-VS1202312148385	EMPLOYEE SHARE HEALTH PLAN	R	1/02/2024	89.72		174763		
I-VS2202312298386	EMPLOYEE SHARE HEALTH INSUR	R	1/02/2024	89.72		174763		6,879.77
74775	SCOTT & WHITE HEALTH PLAN							
I-202401028390	SCOTT & WHITE HEALTH PLAN	R	1/02/2024	8,162.07		174778		
I-CCC202312298386	HEALTH INSURANCE PREMIUM	R	1/02/2024	8,229.10		174778		
I-CCE202312298386	HEALTH INSURANCE PREMIUM	R	1/02/2024	11,236.15		174778		
I-CCF202312298386	HEALTH INSURANCE PREMIUMS	R	1/02/2024	4,111.36		174778		
I-CCS202312298386	HEALTH INSURANCE PREMIUM	R	1/02/2024	3,674.96		174778		
I-HE1202312298386	HEALTH INSURANCE PREMIUM	R	1/02/2024	6,593.34		174778		
I-HEA202312148385	EMPLOYEE SHARE HEALTH INSURANC	R	1/02/2024	12,785.56		174778		
I-HEC202312298386	EMPLOYEE SHARE HEALTH INSURANC	R	1/02/2024	12,785.56		174778		
I-HI1202312298386	CITY HEALTH INSURANCE	R	1/02/2024	16,552.90		174778		
I-HID202312298386	CITY HEALTH INSURANCE	R	1/02/2024	21,103.46		174778		
I-HIE202312298386	EMPLOYEE CITY HEALTH CONTRIB	R	1/02/2024	27,437.40		174778		132,671.86
02692	APSCO INC./BROWNWOOD PLUMBING							
I-S1419203001	WHITE STREET PROJECT	R	1/05/2024	7,504.39		174787		
I-S1421527001	FULL CIRCLE CLAMPS	R	1/05/2024	423.08		174787		7,927.47
01344	CORE & MAIN LP							
I-T944696	3" GASKET & BOLT KIT	R	1/05/2024	22.92		174800		
I-U041543	3" METER STRAINER	R	1/05/2024	975.95		174800		
I-U045406	HYDRANT OIL	R	1/05/2024	193.50		174800		
I-U100395	1" METERS	R	1/05/2024	4,850.00		174800		6,042.37
02860	FUELMAN							
I-NP65650203	FUELMAN 11/27/23-12/24/23	R	1/05/2024	15,276.86		174806		15,276.86
03658	G&H ENTERPRISES LLC							
I-0000158771	Restrooms for Eclipse	R	1/05/2024	31,678.00		174809		31,678.00
52200	LAMPASAS PUBLIC UTILITIES							
I-12282023	DECEMBER 2023	R	1/05/2024	30,221.42		174821		30,221.42
01050	MCCOY TREE SURGERY COMPANY							
I-9615	TREE TRIMMING	R	1/05/2024	3,051.20		174831		
I-9616	TREE TRIMMING	R	1/05/2024	4,647.20		174831		
I-9617	TREE TRIMMING	R	1/05/2024	6,340.00		174831		
I-9618	TREE TRIMMING	R	1/05/2024	3,051.20		174831		
I-9619	TREE TRIMMING	R	1/05/2024	4,647.20		174831		
I-9620	TREE TRIMMING	R	1/05/2024	6,340.00		174831		28,076.80

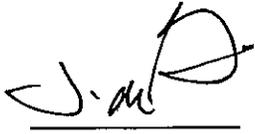
VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
03359	SCHINDLER ELEVATOR CORPORATION							
I-8106360865	PREVENTIVE MAINTENANCE	R	1/05/2024	5,540.52		174846		5,540.52
82300	TECHLINE, INC							
I-134560905	LINE MATERIAL	R	1/05/2024	575.40		174854		
I-134767101	LINE MATERIAL	R	1/05/2024	130.20		174854		
I-134767102	LINE MATERIAL	R	1/05/2024	425.68		174854		
I-134866100	ALTD09200R SWITCHES	R	1/05/2024	2,590.00		174854		
I-178048400	ALTD09200R SWITCHES	R	1/05/2024	1,842.00		174854		
I-312941800	HOTLINE TOOLS	R	1/05/2024	3,886.00		174854		9,449.28
01790	THE SHOP AUTO REPAIR							
I-9778	ENGINE 1 REPAIRS	R	1/05/2024	3,029.80		174861		
I-9783	FM-1	R	1/05/2024	1,705.88		174861		4,735.68
02976	WASTE CONNECTIONS							
I-2929477V165	CITIZENS STATION	R	1/05/2024	1,465.48		174870		
I-2929478V165	RECYCLE CENTER	R	1/05/2024	384.41		174870		
I-2929478V165*	RECYCLE CENTER	R	1/05/2024	819.77		174870		
I-2939237V165	COMMERCIAL SOLID WASTE	R	1/05/2024	64,557.56		174870		
I-2939238V165	RESIDENTIAL SOLID WASTE	R	1/05/2024	53,926.00		174870		121,153.22
02966	FORCE SERVICES LLC							
I-1479	3" TRASH PUMP	R	1/16/2024	3,378.93		174931		
I-1480	OIL STATES PUMP REBUILD	R	1/16/2024	3,034.00		174931		6,412.93
02202	H & H TREE SERVICE INC							
I-01052024	CHRISTMAS LIGHTS/DECOR	R	1/16/2024	10,000.00		174936		
I-1/3/24	TREE REMOVAL	R	1/16/2024	1,600.00		174936		11,600.00
42323	INDUSTRIAL DISPOSAL SUPPLY CO							
I-476052	ST SWEEPER REPAIR	R	1/16/2024	5,444.59		174940		5,444.59
02754	MASTERCARD							
I-00341J	DRESSING ITEMS	R	1/16/2024	80.47		174976		
I-0036	WATER BREAK MEAL	R	1/16/2024	138.47		174976		
I-00427J	DEVEILED EGG TRAYS	R	1/16/2024	168.12		174976		
I-00466J	BRAZOS BREAKFAST BLEND	R	1/16/2024	93.75		174976		
I-01182J	COUNCIL DINNER/BUSHES	R	1/16/2024	66.46		174976		
I-01245J	VFD TABLE CLOTH DRY CLEAN	R	1/16/2024	454.80		174976		
I-01364J	WORK SHOES-STEVE & NICK	R	1/16/2024	179.98		174976		
I-01385J	SNACKS/TOWN HALL	R	1/16/2024	24.40		174976		
I-01387J	IRRIGATION CONTROL BOX	R	1/16/2024	63.98		174976		
I-02737J	SPRING WATER	R	1/16/2024	18.80		174976		
I-02911J	LAMPASAS RADIO COLUMN DIS	R	1/16/2024	80.00		174976		
I-0404J	DERRICK LICENSE APP FEE	R	1/16/2024	113.75		174976		
I-10127256351	COFFEE OFFICE	R	1/16/2024	127.51		174976		
I-11212023	IACP MEMBERSHIP DUES	R	1/16/2024	190.00		174976		

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
I-11302023	BREATHTEST OPERATOR COURSE	R	1/16/2024	175.00		174976		
I-12042023	EMPLOYEE APPRECIATION	R	1/16/2024	137.45		174976		
I-12072023	DECKED "DG6"	R	1/16/2024	1,156.56		174976		
I-12102023	Advertisement for Eclipse	R	1/16/2024	74.64		174976		
I-12122023	REFRIDGERATOR-MAINT SHOP	R	1/16/2024	214.34		174976		
I-12182023	Advertising for Solar Ecl	R	1/16/2024	75.00		174976		
I-162584	GWATER CONF WEBINAR	R	1/16/2024	319.00		174976		
I-431096915	CC CLEANER PRO PLUS	R	1/16/2024	54.07		174976		
I-60503	DOOR HANGERS	R	1/16/2024	53.01		174976		
I-6427	ECLIPSE GLASSES, CRICUT	R	1/16/2024	25.00		174976		
I-70452	PARLIAMENTARY PROCEDURE	R	1/16/2024	69.00		174976		
I-76656150	MOP HEAD LOOP END	R	1/16/2024	277.80		174976		
I-8477360649	WEBINAR FOR MAYOR	R	1/16/2024	125.00		174976		
I-95180	BRADLEY HOTEL FOR CLASS	R	1/16/2024	636.30		174976		
I-CS05551FEE6	WEBSITE STOCK IMAGES	R	1/16/2024	29.00		174976		
I-D8FA83530001	SPYPOINT ANNUAL SUB	R	1/16/2024	129.90		174976		
I-D8FA83530002	SPYPOINT ANNUAL SUB	R	1/16/2024	129.90		174976		
I-D8FA83530003	SPYPOINT ANNUAL SUB	R	1/16/2024	129.90		174976		
I-D8FA83530004	SPYPOINT ANNUAL SUB	R	1/16/2024	129.90		174976		
I-DS001246965	DROPSEND LITE PLAN	R	1/16/2024	45.00		174976		
I-IN246939	ACTIVITY 12 MONTH SR	R	1/16/2024	652.96		174976		
I-W1101475701	JOHN & MASON JACKETS	R	1/16/2024	561.58		174976		7,000.80
03222	YOUNGBLOOD AUTOMOTIVE & TIRE							
I-50011618	ENGINE ONE	R	1/16/2024	4,328.53		175022		
I-50011824	STEERING TIRES 17 F350	R	1/16/2024	405.41		175022		
I-50011861	FLAT REPAIR 21 PLANT CHVY	R	1/16/2024	24.68		175022		4,758.62
01201	BANK OF AMERICA NA							
I-03QG70T40A	2007 CO ISSUE	R	1/25/2024	39,614.98		175058		39,614.98
02235	BOKE, NA							
I-LAMP1016CO01242024	LAMP1016CO 2016 CO	R	1/25/2024	94,825.00		175059		94,825.00
02235	BOKE, NA							
I-LAMP522CO01242024	LAMP522CO 2022 CO	R	1/25/2024	117,865.00		175060		117,865.00
03320	CHASE							
I-0000000074	2019 GEN OBLIGATION DEBT	R	1/25/2024	96,442.60		175061		96,442.60
03398	CLASSIC BANK, N.A.							
I-00001 01242024	2020 GEN OBLIGATION DEBT	R	1/25/2024	148,635.45		175062		148,635.45

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
47585	KEMPNER WATER SUPPLY CORP							
I-12312023	TWDB DEBT 91-06; 91-07	R	1/25/2024	19,146.97		175063		19,146.97
02344	BRENNTAG SOUTHWEST INC							
I-BSW517701	BLEACH 580 INJ SITE	R	1/29/2024	1,391.00		175095		
I-BSW517702	LAS 190 INJ SITE	R	1/29/2024	1,312.37		175095		
I-BSW517703	LAS 580 INJ	R	1/29/2024	1,416.93		175095		
I-BSW519331	BLEACH 190 INJ SITE	R	1/29/2024	421.10		175095		4,541.40
01490	CENCO, INC							
I-INV0634	SUPER ENZYME	R	1/29/2024	4,248.00		175099		
I-INV0635	GRAPE DERGEASER	R	1/29/2024	3,898.00		175099		8,146.00
02209	JONES-HEROY & ASSOCIATES INC							
I-20702	TITLE V PERMIT	R	1/29/2024	120.00		175115		
I-20703	NORTHINGTON CRK EST	R	1/29/2024	9,027.50		175115		
I-20704	WWTP PERMIT RENEWAL 2024	R	1/29/2024	416.25		175115		
I-20705	WATER STUDY	R	1/29/2024	2,750.00		175115		12,313.75
01050	MCCOY TREE SURGERY COMPANY							
I-9626	TREE TRIMMING	R	1/29/2024	3,051.20		175121		
I-9627	TREE TRIMMING	R	1/29/2024	4,647.20		175121		
I-9628	TREE TRIMMING	R	1/29/2024	6,340.00		175121		14,038.40
01780	MES-TEXAS MUNICIPAL EMER SERV							
I-IN1997251	NEW ENGINE	R	1/29/2024	6,752.88		175123		6,752.88
03670	SENTRY SECURITY & INVESTIGATIO							
I-20230025 CL	OFC SECURITY FOR ECLIPSE	R	1/29/2024	6,300.00		175131		6,300.00
82300	TECHLINE, INC							
C-312959700	HOTLINE TOOLS	R	1/29/2024	639.00CR		175135		
I-134866101	ALTD09200R SWITCHES	R	1/29/2024	177.00		175135		
I-134896500	25 KVA	R	1/29/2024	4,455.00		175135		
I-134902300	LINE MATERIAL	R	1/29/2024	414.90		175135		
I-312941801	HOTLINE TOOLS	R	1/29/2024	229.00		175135		
I-312941802	HOTLINE TOOLS	R	1/29/2024	282.00		175135		
I-312967700	EV40 STICK	R	1/29/2024	49.00		175135		4,967.90
03406	WELLS FARGO FINANCIAL LEASING							
I-5028117167	MOWER LEASE	R	1/29/2024	2,750.00		175142		
I-5028117168	MOWER LEASE	R	1/29/2024	1,470.00		175142		4,220.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
* * T O T A L S * *								
		NO		INVOICE AMOUNT		DISCOUNTS		CHECK AMOUNT
	REGULAR CHECKS:	32		1,019,870.39		0.00		1,019,870.39
	HAND CHECKS:	0		0.00		0.00		0.00
	DRAFTS:	3		311,337.20		0.00		311,337.20
	EFT:	1		552,467.51		0.00		552,467.51
	NON CHECKS:	0		0.00		0.00		0.00
	VOID CHECKS:	0	VOID DEBITS	0.00				
			VOID CREDITS	0.00	0.00	0.00		
TOTAL ERRORS: 0								
		NO		INVOICE AMOUNT		DISCOUNTS		CHECK AMOUNT
VENDOR SET: 99	BANK: FSB	TOTALS:	36	1,883,675.10		0.00		1,883,675.10
BANK: FSB	TOTALS:	36		1,883,675.10		0.00		1,883,675.10
REPORT TOTALS:		36		1,883,675.10		0.00		1,883,675.10

THIS PAGE INTENTIONALLY LEFT BLANK


City ManagerITEM NO. 3.2

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

Subject: Discussion and possible action on the Receipt of the Monthly Investment Report for
~~November~~ 2023
December

Requested By: Yvonne Moreno, Finance Director

Submitted By: Yvonne Moreno, Finance Director

Date Submitted: February 7, 2024

For the Agenda of: February 12, 2024

Procurement and Funding Statement: N/A

Attachments: Investment Report prepared by Patterson & Associates

Summary Statement:

The weighted average maturity of City investments is 1 day(s).

The City's yield to maturity is 5.336

<u>Place of Investment</u>	<u>Investment Amount</u>	<u>% of Portfolio</u>
TexPool / TexPool Prime	\$7,991,312.79	31.49%
TexStar	\$1,737,634.05	6.85%
Bancorp South	\$12,318,141.08	48.54%
Money Market	\$3,255,686.94	12.83%
Frost Bank	\$72,056.31	.28%

Recommendation: Motion to approve by consent.



MONTHLY INVESTMENT REPORT

City of Lampasas

DECEMBER 31, 2023



MEEDER

PUBLIC FUNDS
PATTERSON GROUP

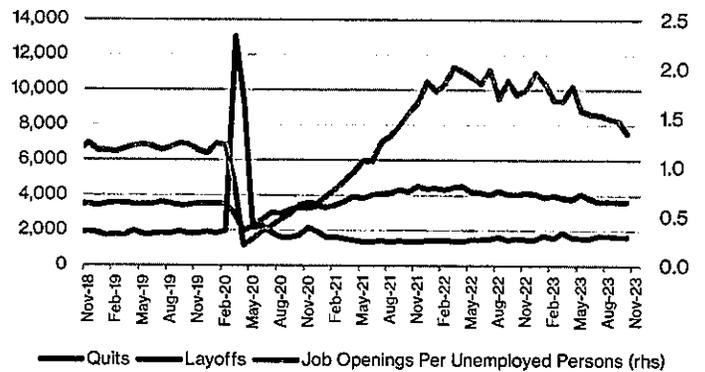
Labor Market and Inflation Continue Moderating

The last month of the year saw the bond market continue to rally as the Federal Reserve made its most dovish statement to date. For the third meeting in a row, the FOMC unanimously voted to leave rates unchanged. More importantly, the median dot from the updated Summary of Economic Projections showed the Federal Reserve was expecting more rate cuts in 2024. The median dot now reflects three 0.25% cuts compared to two 0.25% cuts reflected at the September meeting. After Jerome Powell's press conference, where he confirmed the committee discussed the timing of rate cuts, market participants priced in a more aggressive path for rate cuts. By the end of December, market participants were expecting six 0.25% cuts in 2024. With both the Federal Reserve and markets expecting some level of policy easing in 2024, the actual path will be determined by the next several months of economic data.

The labor market's resilience in the face of a historic rate hiking cycle has surprised many investors and has kept a soft landing in play. The labor market has softened substantially since 2022 and is now expanding at a more manageable pace. The labor force has been adding on average 185,000 employees in the last six months, down from 400,000 in 2022 and in line with historic averages. Today, there are 1.3 job openings for each unemployed person, down from a peak of 2 in March 2022. Workers are quitting at a lower rate as well, as they are less optimistic about the opportunity to switch jobs. Fewer job openings and job switching should keep a lid on wage growth.

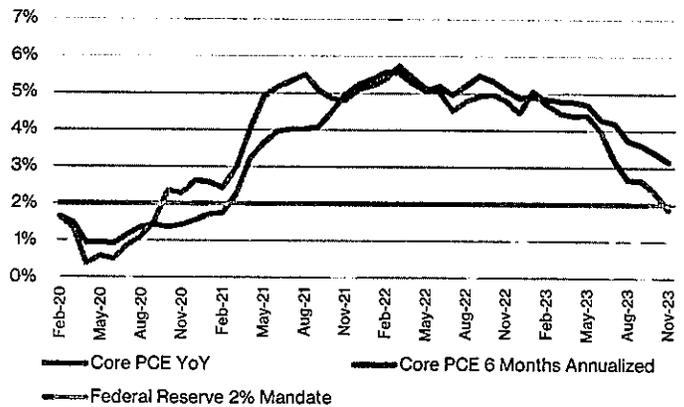
The most recent inflation data showed that peak inflation is likely behind us and that inflation is tracking much closer to 2 percent. Over the last six months, the Personal Consumption Expenditures (PCE) index increased at a rate of 2.0%. Likewise, core PCE has increased at a rate of 1.9%. This is the first time since the fall of 2020 that inflation readings have been at or below the Federal Reserve's mandate of 2%. Shelter inflation has proven to be sticky, but recent trends in rent inflation and housing prices show that those are also returning to more normal levels.

Job Openings Decreasing



SOURCE: BLOOMBERG

Inflation Moderating



SOURCE: BLOOMBERG

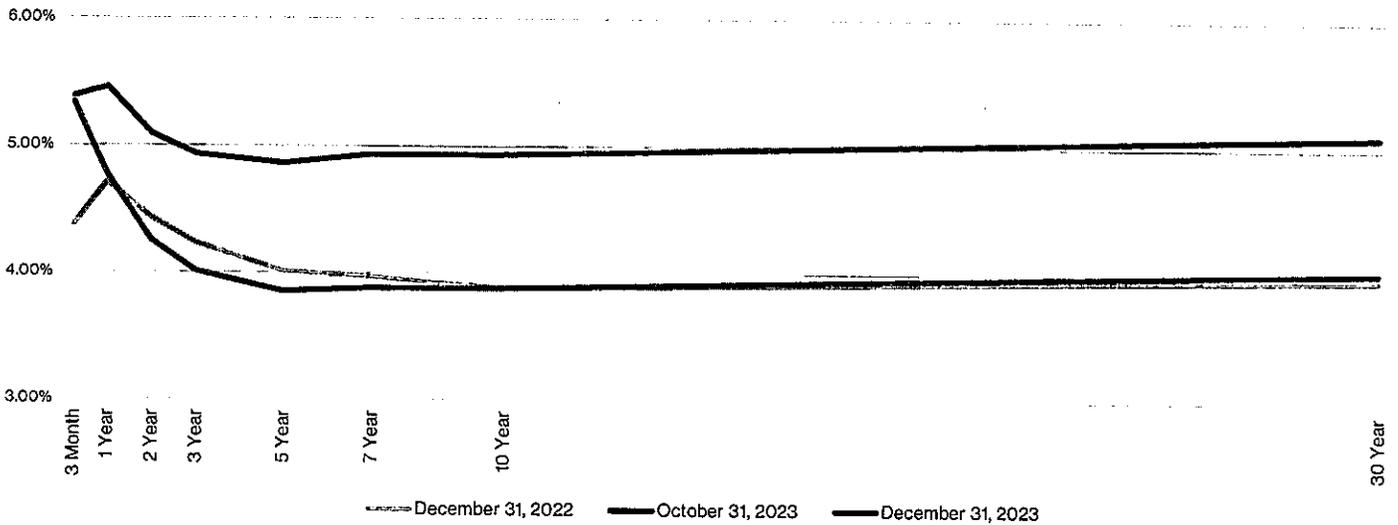
Interest Rates Continue Moving Lower



Although a handful of Federal Reserve voters tried to walk back some of the rate cuts that have been priced in, market participants did not change their stance. Yields moved lower across the curve during the month, reflecting their expectations for lower rates in the future. The 2-year Treasury yield declined by 0.43% to 4.25%, and the 5-year Treasury yield declined by 0.42% to 3.85%. The yield curve remained inverted at the end of the year and has now been inverted for 18 months.

Even with the recent decline in interest rates, bond yields remain attractive and above long-term averages. If market participants and the Federal Reserve are correct, locking in yields at these levels will be beneficial to portfolio yields.

US Treasury Yield Curve



Your Portfolio

As of December 31, 2023



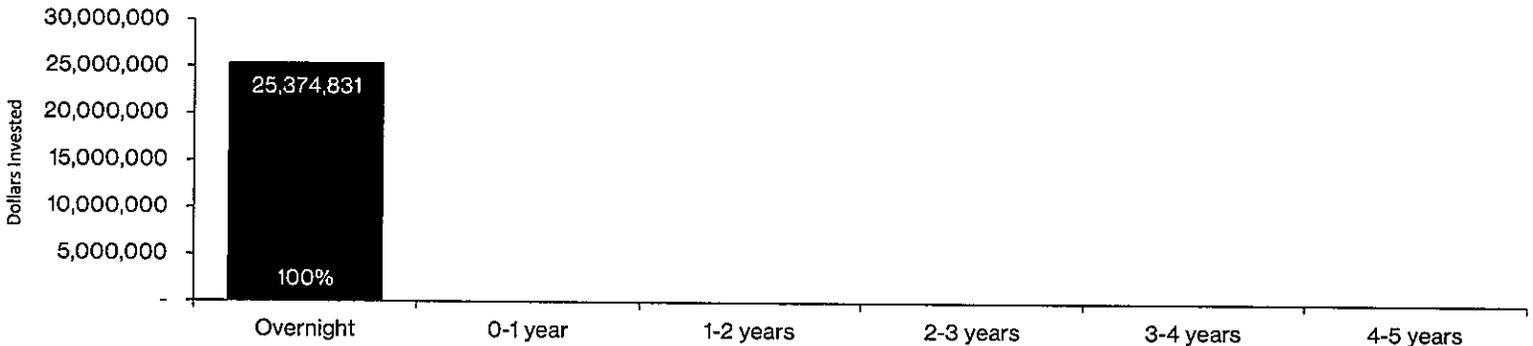
Your Portfolio Statistics

Weighted Average Maturity 1 day
Weighted Average Yield (All Funds) 5.34%

Your Asset Allocation



Your Maturity Distribution



Allocation Percentage Per Year



**City of Lampasas, Texas
Portfolio Management
Portfolio Summary
December 31, 2023**

Meeder Public Funds
901 S. MoPac
Suite 300
Austin, TX 78746

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM 365 Equiv.
Bancorp South	12,318,141.08	12,318,141.08	12,318,141.08	48.54	1	1	5.358
Texpool/Texpool Prime	7,991,312.79	7,991,312.79	7,991,312.79	31.49	1	1	5.372
TexStar	1,737,634.05	1,737,634.05	1,737,634.05	6.85	1	1	5.338
Frost Bank	72,056.31	72,056.31	72,056.31	0.28	1	1	0.000
Money Market	3,255,686.94	3,255,686.94	3,255,686.94	12.83	1	1	5.280
Investments	25,374,831.17	25,374,831.17	25,374,831.17	100.00%	1	1	5.336

Total Earnings	December 31	Month Ending	Fiscal Year To Date
Current Year		98,294.01	277,340.30

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

Yvonne Moreno, Finance Director

Reporting period 12/01/2023-12/31/2023
Data Updated: SET_LAMP: 02/01/2024 14:35
Run Date: 02/01/2024 - 14:35

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



City of Lampasas, Texas
Summary by Type
December 31, 2023
Grouped by Fund

Meeder Public Funds
 901 S. MoPac
 Suite 300
 Austin, TX 78746

Security Type	Number of Investments	Par Value	Book Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Fund: Cash						
Bancorp South	3	10,209,349.35	10,209,349.35	40.23	5.500	1
Money Market	3	3,255,686.94	3,255,686.94	12.83	5.280	1
Texpool/Texpool Prime	1	7,909,691.87	7,909,691.87	31.17	5.369	1
Subtotal	7	21,374,728.16	21,374,728.16	84.23	5.418	1
Fund: Cert. of Obligation 2016						
Texpool/Texpool Prime	1	81,620.92	81,620.92	0.32	5.595	1
Subtotal	1	81,620.92	81,620.92	0.32	5.595	1
Fund: Electric						
Bancorp South	1	429,926.52	429,926.52	1.69	5.500	1
Frost Bank	1	72,056.31	72,056.31	0.28	0.000	1
TexStar	1	1,737,634.05	1,737,634.05	6.85	5.338	1
Subtotal	3	2,239,616.88	2,239,616.88	8.82	5.197	1
Fund: LEDC						
Bancorp South	2	1,340,858.35	1,340,858.35	5.28	4.200	1
Subtotal	2	1,340,858.35	1,340,858.35	5.28	4.200	1
Fund: Seizures						
Bancorp South	2	40,311.99	40,311.99	0.16	5.500	1
Subtotal	2	40,311.99	40,311.99	0.16	5.500	1
Fund: Trust						
Bancorp South	2	77,994.32	77,994.32	0.31	5.500	1
Subtotal	2	77,994.32	77,994.32	0.31	5.500	1
Fund: Water						
Bancorp South	2	219,700.55	219,700.55	0.87	5.500	1

City of Lampasas, Texas
 Summary by Type
 December 31, 2023
 Grouped by Fund

Security Type	Number of Investments	Par Value	Book Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Subtotal	2	219,700.55	219,700.55	0.87	5.500	1
Total and Average	19	25,374,831.17	25,374,831.17	100.00	5.336	1



City of Lampasas, Texas
 Fund CASH - Cash
 Investments by Fund
 December 31, 2023

Meeder Public Funds
 901 S. MoPac
 Suite 300
 Austin, TX 78746

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
Bancorp South										
0474	10004	Bancorp South	09/01/2014	10,179,852.03	10,179,852.03	10,179,852.03	5.500	5.424	5.500	1
3213	10006	Bancorp South	09/01/2014	334.93	334.93	334.93	5.500	5.424	5.500	1
4187	10007	Bancorp South	09/01/2014	29,162.39	29,162.39	29,162.39	5.500	5.424	5.500	1
Subtotal and Average				10,209,349.35	10,209,349.35	10,209,349.35		5.425	5.500	1
Texpool/Texpool Prime										
14103	10000	Texpool	09/01/2014	7,909,691.87	7,909,691.87	7,909,691.87	5.369	5.295	5.369	1
Subtotal and Average				7,909,691.87	7,909,691.87	7,909,691.87		5.296	5.369	1
Money Market										
5001632	10023	Austin Capital Bank MM	01/29/2015	0.00	0.00	0.00				1
XXXX579A	10058	Lone Star Capital Bank ICS	07/12/2021	3,255,686.94	3,255,686.94	3,255,686.94	5.280	5.207	5.280	1
4001579A	10059	Lone Star Capital Bank MM	07/12/2021	0.00	0.00	0.00				1
Subtotal and Average				3,255,686.94	3,255,686.94	3,255,686.94		5.206	5.280	1
Total Investments and Average				21,374,728.16	21,374,728.16	21,374,728.16		5.344	5.418	1

Run Date: 02/01/2024 - 14:16

Portfolio LAMP
 AP
 FI (PRF_FI) 7.1.1
 Report Ver. 7.3.6.1

Fund CERTS16 - Cert. of Obligation 2016
Investments by Fund
December 31, 2023

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM %00	YTM %05	Maturity Days To Date Maturity
Texpool/Texpool Prime										
14103A	10041	Texpool Prime	11/09/2016	81,620.92	81,620.92	81,620.92	5.595	5.518	5.595	1
Subtotal and Average				81,620.92	81,620.92	81,620.92		5.518	5.595	1
Total Investments and Average				81,620.92	81,620.92	81,620.92		5.518	5.595	1

**Fund ELEC - Electric
Investments by Fund
December 31, 2023**

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
Bancorp South										
0672	10005	Bancorp South	09/01/2014	429,926.52	429,926.52	429,926.52	5.500	5.424	5.500	1
Subtotal and Average				429,926.52	429,926.52	429,926.52		5.425	5.500	1
TexStar										
17390	10001	TexStar	09/01/2014	1,737,634.05	1,737,634.05	1,737,634.05	5.338	5.264	5.337	1
Subtotal and Average				1,737,634.05	1,737,634.05	1,737,634.05		5.285	5.338	1
Frost Bank										
1732110	10022	Frost Bank Public Checking	01/20/2015	72,056.31	72,056.31	72,056.31				1
Subtotal and Average				72,056.31	72,056.31	72,056.31		0.000	0.000	1
Total Investments and Average				2,239,616.88	2,239,616.88	2,239,616.88		5.126	5.197	1

**Fund LEDC - LEDC
Investments by Fund
December 31, 2023**

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
Bancorp South										
1092	10002	Bancorp South	09/01/2014	1,173,493.94	1,173,493.94	1,173,493.94	4.200	4.142	4.200	1
2363	10003	Bancorp South	09/01/2014	167,364.41	167,364.41	167,364.41	4.200	4.142	4.200	1
Subtotal and Average				1,340,858.35	1,340,858.35	1,340,858.35	4.142	4.200		1
Total Investments and Average				1,340,858.35	1,340,858.35	1,340,858.35	4.142	4.200		1

Fund SEIZ - Seizures
Investments by Fund
December 31, 2023

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
Bancorp South										
0763	10008	Bancorp South	09/01/2014	40,309.01	40,309.01	40,309.01	5.500	5.424	5.500	1
1999	10009	Bancorp South	09/01/2014	2.98	2.98	2.98				1
Subtotal and Average				40,311.99	40,311.99	40,311.99		5.424	5.500	1
Total Investments and Average				40,311.99	40,311.99	40,311.99		5.424	5.500	1

**Fund TRUST - Trust
Investments by Fund
December 31, 2023**

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM %	YTM %	Maturity Days To Date Maturity
Bancorp South										
6349	10010	Bancorp South	09/01/2014	46,218.43	46,218.43	46,218.43	5.500	5.424	5.500	1
6348	10011	Bancorp South	09/01/2014	31,775.89	31,775.89	31,775.89	5.500	5.424	5.500	1
Subtotal and Average				77,994.32	77,994.32	77,994.32	5.425	5.500		1
Total Investments and Average				77,994.32	77,994.32	77,994.32	5.425	5.500		1

Fund WATER - Water
Investments by Fund
December 31, 2023

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
Bancorp South										
1639	10012	Bancorp South	09/01/2014	219,565.84	219,565.84	219,565.84	5.500	5.424	5.500	1
0482A	10065	Bancorp South	06/08/2022	134.71	134.71	134.71	5.500	5.424	5.500	1
Subtotal and Average				219,700.55	219,700.55	219,700.55	5.425	5.500		1
Total Investments and Average				219,700.55	219,700.55	219,700.55	5.425	5.500		1



City of Lampasas, Texas
Cash Reconciliation Report
 For the Period December 1, 2023 - December 31, 2023
 Grouped by Fund

Meeder Public Funds
 901 S. MoPac
 Suite 300
 Austin, TX 78746

Trans. Date	Investment #	Fund	Trans. Type	Security ID	Par Value	Security Description	Maturity Date	Purchases	Interest	Redemptions	Cash
Cash											
12/13/2023	10063	CASH	Interest	3130ASAN9	2,000,000.00	FHLBC 2.0M 2.50% Mat. 12/13/2023	12/13/2023	0.00	25,000.00	0.00	25,000.00
12/13/2023	10063	CASH	Maturity	3130ASAN9	2,000,000.00	FHLBC 2.0M 2.50% Mat. 12/13/2023	12/13/2023	0.00	0.00	2,000,000.00	2,000,000.00
Subtotal								0.00	25,000.00	2,000,000.00	2,025,000.00
Total								0.00	25,000.00	2,000,000.00	2,025,000.00

Run Date: 02/01/2024 - 14:29

Portfolio LAMP
 AP
 AC (PRF_AC) 7.2.0
 Report Ver. 7.3.6.1



**City of Lampasas, Texas
Maturity Report
Sorted by Maturity Date**

Meeder Public Funds
901 S. MoPac
Suite 300
Austin, TX 78746

Amounts due during December 1, 2023 - December 31, 2023

CUSIP	Investment #	Fund	Sec. Type	Issuer	Par Value	Maturity Date	Purchase Date	Rate at Maturity	Book Value at Maturity	Interest	Maturity Proceeds	Net Income
3130ASAN9	10063	CASH	FAC	FHLBC	2,000,000.00	12/13/2023	06/13/2022	2.500	2,000,000.00	25,000.00	2,025,000.00	25,000.00
Total Maturities					2,000,000.00				2,000,000.00	25,000.00	2,025,000.00	25,000.00



City of Lampasas, Texas
Interest Earnings
Sorted by Fund - Fund
December 1, 2023 - December 31, 2023
Yield on Beginning Book Value

Meeder Public Funds
 901 S. MoPac
 Suite 300
 Austin, TX 78746

CUSIP	Investment #	Fund	Security Type	Ending Par Value	Beginning Book Value	Ending Book Value	Maturity Date	Current Rate	Annualized Yield	Adjusted Interest Earnings		
										Interest Earned	Amortization/ Accrual	Adjusted Interest Earnings
Fund: Cash												
14103	10000	CASH	RR2	7,909,691.87	1,891,353.74	7,909,691.87		5.369	11.416	18,338.13	0.00	18,338.13
3130ASAN9	10063	CASH	FAC	0.00	2,000,000.00	0.00	12/13/2023	2.500	2.535	1,666.67	0.00	1,666.67
0474	10004	CASH	RRP	10,179,852.03	10,136,986.84	10,179,852.03		5.500	5.501	47,361.71	0.00	47,361.71
4187	10007	CASH	RRP	29,162.39	29,942.08	29,162.39		5.500	5.622	142.96	0.00	142.96
3213	10006	CASH	RRP	334.93	333.37	334.93		5.500	5.510	1.56	0.00	1.56
XXXX579A	10058	CASH	RR5	3,255,686.94	3,241,478.87	3,255,686.94		5.280	5.161	14,208.07	0.00	14,208.07
			Subtotal	21,374,728.16	17,500,094.90	21,374,728.16			5.986	81,719.10	0.00	81,719.10
Fund: Cert. of Obligation 2016												
14103A	10041	CERTS16	RR2	81,620.92	81,234.88	81,620.92		5.595	5.595	386.04	0.00	386.04
			Subtotal	81,620.92	81,234.88	81,620.92			5.595	386.04	0.00	386.04
Fund: Electric												
17390	10001	ELEC	RR3	1,737,634.05	1,729,792.12	1,737,634.05		5.338	5.338	7,841.93	0.00	7,841.93
1732110	10022	ELEC	RR4	72,056.31	4,047,056.31	72,056.31				0.00	0.00	0.00
0672	10005	ELEC	RRP	429,926.52	426,305.66	429,926.52		5.500	5.512	1,995.85	0.00	1,995.85
			Subtotal	2,239,616.88	6,203,154.09	2,239,616.88			1.867	9,837.79	0.00	9,837.79
Fund: LEDC												
2363	10003	LEDC	RRP	167,364.41	166,769.52	167,364.41		4.200	4.200	594.89	0.00	594.89
1092	10002	LEDC	RRP	1,173,493.94	1,169,708.83	1,173,493.94		4.200	4.200	4,172.04	0.00	4,172.04
			Subtotal	1,340,858.35	1,336,478.35	1,340,858.35			4.200	4,766.93	0.00	4,766.93
Fund: Seizures												
1999	10009	SEIZ	RRP	2.98	2.98	2.98				0.00	0.00	0.00
0763	10008	SEIZ	RRP	40,309.01	43,530.62	40,309.01		5.500	5.458	201.79	0.00	201.79
			Subtotal	40,311.99	43,533.60	40,311.99			5.458	201.79	0.00	201.79

Run Date: 02/01/2024 - 14:31

Portfolio LAMP
 AP
 IE (PRF_IE) 7.2.0
 Report Ver. 7.3.6.1

City of Lampasas, Texas
Interest Earnings
December 1, 2023 - December 31, 2023

CUSIP	Investment #	Fund	Security Type	Ending Par Value	Beginning Book Value	Ending Book Value	Maturity Date	Current Rate	Annualized Yield	Adjusted Interest Earnings		
										Interest Earned	Amortization/ Accretion	Adjusted Interest Earnings
Fund: Trust												
6348	10011	TRUST	RRP	31,775.89	31,628.15	31,775.89		5.500	5.500	147.74	0.00	147.74
6349	10010	TRUST	RRP	46,218.43	46,003.54	46,218.43		5.500	5.500	214.89	0.00	214.89
Subtotal				77,994.32	77,631.69	77,994.32			5.500	362.63	0.00	362.63
Fund: Water												
04B2A	10065	WATER	RRP	134.71	134.08	134.71		5.500	5.532	0.63	0.00	0.63
1639	10012	WATER	RRP	219,565.84	217,721.74	219,565.84		5.500	5.511	1,019.10	0.00	1,019.10
Subtotal				219,700.55	217,855.82	219,700.55			5.511	1,019.73	0.00	1,019.73
Total				25,374,831.17	25,259,963.33	25,374,831.17			4.815	98,294.01	0.00	98,294.01

Disclosures



Meeder Public Funds, Inc., is a registered investment adviser with the Securities and Exchange Commission (SEC) under the Investment Advisers Act of 1940. Registration with the SEC does not imply a certain level of skill or training. The opinions expressed in this presentation are those of Meeder Public Funds, Inc. The material presented has been derived from sources considered to be reliable, but the accuracy and completeness cannot be guaranteed.

Meeder provides monthly statements for its investment management clients to provide information about the investment portfolio. The information should not be used for audit or confirmation purposes. Please review your custodial statements and report any inaccuracies or discrepancies.

Certain information and data have been supplied by unaffiliated third parties. Although Meeder believes the information is reliable, it cannot warrant the accuracy of information offered by third parties. Market value may reflect prices received from pricing vendors when current market quotations are not available. Prices may not reflect firm bids or offers and may differ from the value at which the security can be sold.

Statements may include positions from unmanaged accounts provided for reporting purposes. Unmanaged accounts are managed directly by the client and are not included in the accounts managed by the investment adviser. This information is provided as a client convenience and the investment adviser assumes no responsibility for performance of these accounts or the accuracy of the data reported.

Investing involves risk. Past performance is no guarantee of future results. Debt and fixed income securities are subject to credit and interest rate risk. The investment return and principal value of an investment will fluctuate so that an investor's shares, when redeemed, may be worth more or less than their original cost. Current performance may be lower or higher than the performance data quoted.

Investment advisory services are provided through Meeder Public Funds, Inc. Please contact us if you would like to receive a copy of our current ADV disclosure brochure or privacy policy.

Meeder Public Funds
Barton Oaks Plaza I
901 S. MoPac Expy
Suite 300
Austin, Texas
78746
866.633.3371

City of Lampasas

M E M O

To: Mayor and City Council
 From: Finley deGraffenried
 Re: Manager's Report
 Date: 9 February 2024

- Freeze** Sometimes I forget to report positive news. During the mid-January cold snap, where temperatures dropped below freezing for an extended period, staff reports that improvements made to suspect facilities have resulted in no appreciable damage. Upgrades to park restrooms, pump houses, and irrigation controls since Winter Storm Uri, including insulation, electric upgrades, and heating units, has mitigated damage to plumbing and fixtures. Council may recall extended repair times after Uri due to supply chain issues and the extensive damage in Texas. Limited damage to a few outdoor spigots was repaired within the week of the freezing temperatures.
- Water** Staff has discussed progress of repairs to the raw water pumps, wiring, and piping at the Lakecliffe Plant with the staff of Central Texas Water Supply Corporation ("CTWSC"). Lee Kelley, General Manager, indicated last week that divers were on stand-by to install pumps 6 and 7, the lower intake pumps, after repair by Smith Pump Company. The installation of the pumps, with the floating intake, will restore the plant to a capacity of approximately 10,000,000-gallons per day. Staff will report any updates at the February 12th Council meeting. During the period of repair, staff has extended the Emergency Water Contract with Kempner Water Supply Corporation, however; the amount needed to fulfill City needs has decreased. Lake levels remain below 605 feet elevation.
- Staff has also consulted with KWSC and CTWSC, who are both reverting to Stage 2, Water Conservation levels. Providing there is no objection from Council, and with the Lakecliffe Plant soon to be at capacity, Staff will implement Stage 2 of the City's Water Conservation plan.
- Water Study** Staff recently met with Jason Jones, Jones-Heroy Engineers, to discuss progress on the alternate and supplemental drinking water investigation. Mr. Jones provided the recently received Groundwater analysis from his subcontractor, currently under staff and consultant review, which identified possible aquifers of adequate capacity and quality. Additionally, Jason has initiated testing of samples on Sulphur Creek and also has calculated flow prior to recent rains. In his research, he has also found and provided a copy of a 1963 Base Flow Study of Quality and Quantity of the Lampasas River. This is great reading. Typical of the time, the report is concise, informative and direct. Jason indicated that sampling information would be coordinated with treatment specialist to assess viability of the source. Sometime in the March or April timeframe, staff will invite Mr. Jones to a meeting for an update.

Meeting Dates Earlier this month staff provided Council with possible dates to coordinate meetings with KWSC and the Lampasas Economic Development Corporation (“LEDC”). Suggested dates included February 19, 22, March 4, 6 or 7, or April 1. Staff would still need to coordinate with the other entities, so direction on more than one date would be helpful. The KWSC meeting would represent the first joint meeting in nearly 9 years, with discussion topics to include the Georgetown Tank and a possible Contract amendment to allow for the purchase of a defined limit of water from KWSC. The LEDC meeting discussion would include planning updates and priorities.

Staff also seeks Council input on a possible small group developers’ lunch. Staff understands the format would be less formal, but would illicit open communication and any steps that could be implemented to improve efficiency.

Audit Yvonne reports that representatives from Singleton, Clark & Company, will be available March 15th to review the City’s FY 2023 Audit. In recent years the City has met with the Auditor, in Committee, to review the findings, and then placed acceptance of the Audit on a future Council agenda. The Committee has traditionally been made up of staff, the Mayor and Pro-Tem, and one additional Council member.

Fire Department Members of the Lampasas Fire Department will be traveling to Houston on February 12th to review preparations for the new Engine, and provide some tools and equipment for the “make ready” phase. It is staff’s understanding the Engine should be ready for delivery mid to late March. Staff also reports that Joe Adams has been named interim Chief for the Department, and Bart Baker has been named interim Fire Marshall. The interim positions, which I’ve employed frequently in the past, will provide the time and opportunity to work with leadership and rank and file of the Department to strategize, assess and implement updated organizational structure and delivery of service. Staff wants to make sure there is opportunity for input, and buy-in, from members of the Department.

Eclipse Staff continues to meet in preparation for the April 8th Solar Eclipse with partners from the Chamber of Commerce and Hamilton EMS. Planning is currently centered on final, and specific deployment of staff and resources. In the next several weeks staff will assemble resource documentation for use by field staff and dispatch. Final on-site visits have been, or will be, conducted with vendors including restrooms, dumpsters and barricades. Road closure plans are being coordinated with TxDOT; and Stacey and Melissa have continued round table meetings with businesses. Public communication efforts are being planned for post cards, window bills, with possibly the opportunity for commemorative posters.

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

Subject:

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

Requested By: Monica Wright, Director of Information Systems

Submitted By: Monica Wright, Director of Information Systems

Date Submitted: February 1, 2024

For the Agenda of: February 12, 2024

Procurement and Funding Statement:

N/A

Attachments: January Photo Entries

Summary Statement:

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

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

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

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

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

Recommendation:

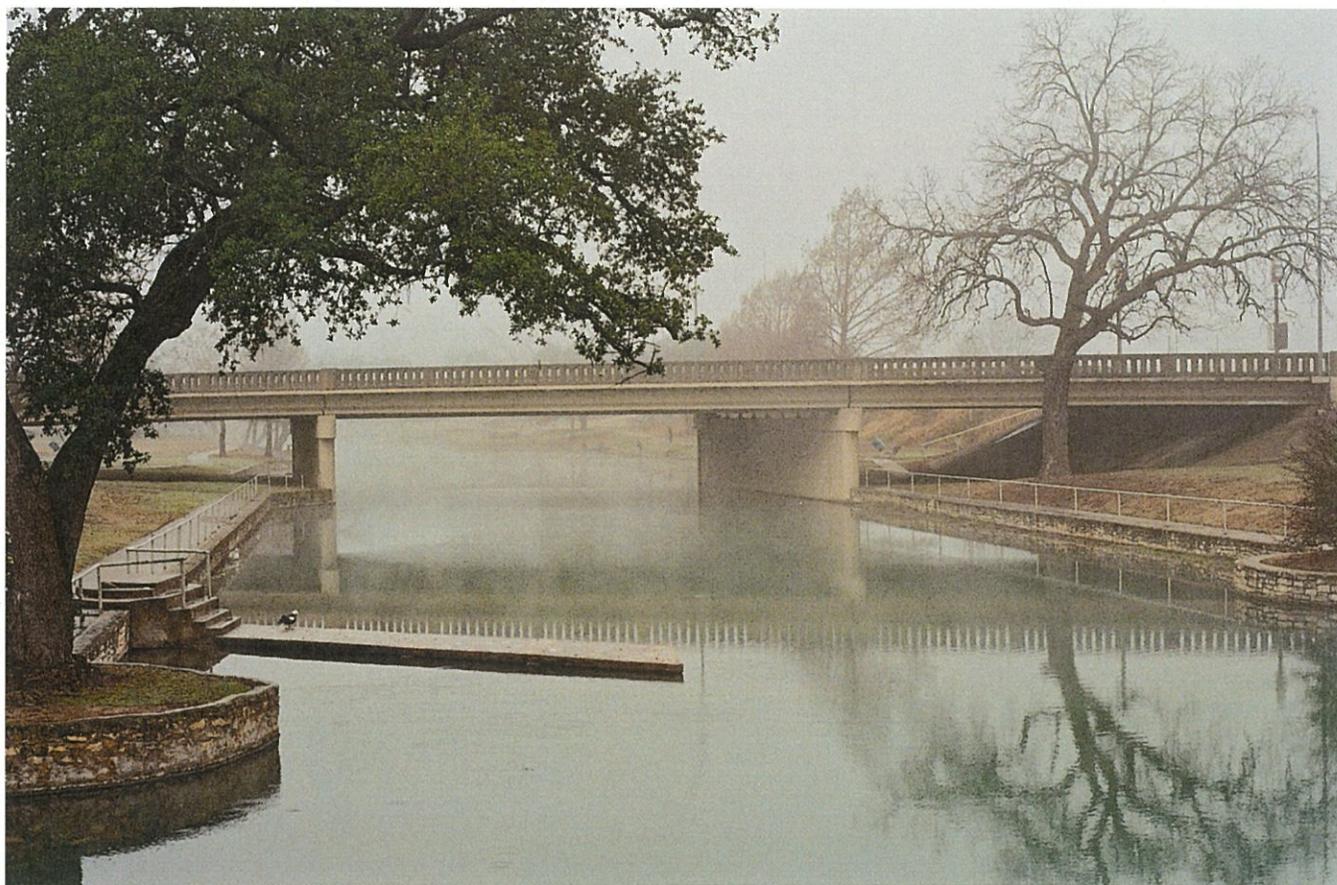
To consider a motion to select one of the entries as this month's winner.

Entry 1

Cory Johnson

coryjohnsonatx@gmail.com

“Glass and Fog” was taken at W.M. Brook Park in Lampasas, TX.



Entry 2

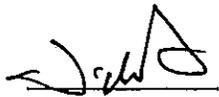
Bradley Bertrand

reginathegreat@gmail.com

“Changes of Weather” was taken by Naruna Road in Lampasas, TX.



THIS PAGE INTENTIONALLY LEFT BLANK


City Manager

ITEM NO. 7.2

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

Subject:

Discussion and possible action regarding an Ordinance calling for a General Election to elect the expired terms of the Council Member Places Three, Four and Five for the City Council of the City of Lampasas, Texas to be held on the 4th day of May, 2024; Providing for polling times and places; Providing for Early Voting; and Providing for Bilingual Election materials

Requested by: Becky Sims, City Secretary

Submitted by: Becky Sims, City Secretary

Date Submitted: February 6, 2024

For the agenda of: February 12, 2024

Procurement and Funding Statement:

N/A

Attachments: Ordinance

Summary Statement:

This ordinance calls the May 4, 2024 General Election as required by State Law. It establishes polling places and appoints judges and clerks.

The following Council Member Places up for election are as follows:

Place 3	Chuck Williamson
Place 4	Cathy Kuehne
Place 5	Davis Keele

Recommendation:

To consider a motion to approve the first reading of an Ordinance calling for a General Election to elect the expired terms of Council Member Places Three, Four and Five for the City Council of the City of Lampasas, Texas to be held on the 4th day of May, 2024; Providing for polling times and places; Providing for Early Voting; and Providing for Bilingual Election materials.

ORDINANCE NO. _____

AN ORDINANCE CALLING FOR A GENERAL ELECTION TO ELECT THE EXPIRED TERMS OF THE COUNCIL MEMBERS PLACES THREE, FOUR AND FIVE FOR THE CITY COUNCIL OF THE CITY OF LAMPASAS, TEXAS TO BE HELD ON THE 4TH DAY OF MAY 2024; PROVIDING FOR POLLING TIMES AND PLACES; PROVIDING FOR EARLY VOTING; AND PROVIDING FOR BILINGUAL ELECTION MATERIALS

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

1. That in accordance with the provisions of the law, the City Council hereby orders an election for the Council members Places Three (3), Four (4), and Five (5) of the City Council of the City of Lampasas, Texas, be held on Saturday, May 4, 2024, and the following provisions are made thereof:
 - A. Said election shall be held at the Lampasas County Elections Administrator Office, 407 S. Pecan Street, Suite 102, Lampasas, Texas and Kempner Fire Training Center, 315 Pecan Street, Kempner, Texas
 - B. Elke White is hereby appointed Presiding Judge and Tori Dragoo as Alternate Presiding Judge at the Lampasas County Elections Administrator Office; said Presiding Judge shall appoint the necessary clerks to assist her, which shall not exceed five clerks.
 - C. The election polls shall be open between the hours of 7:00 A.M. and 7:00 P.M.
 - D. All notices, instructions, directions, and election ballots shall be printed and distributed in the English and Spanish languages.
 - E. Mark Bishop, Elections Administrator, is hereby appointed clerk for early voting, Susie Miller as deputy clerk and the following persons are hereby appointed clerks for early voting:

Janet Walsh, Clerk
Elke White, Clerk
Wanda Lang, Clerk
Victoria Dragoo, Clerk
Joy Melder, Clerk
- Early voting for such election shall be held at the Lampasas County Elections Administrator Office, located at 407 S. Pecan, Suite 102, in Lampasas, Texas, and said place of early voting shall remain open for at least eight hours on each day for early voting which is not a Saturday, Sunday or an official state or City holiday, beginning on April 22, 2024 and ending on April 30, 2024 Said place of voting shall remain open between the hours of 8:00 A.M. and 5:00 P.M. on each of such days for early voting except for Tuesday, April 30, 2024. On this date the place of voting shall remain open between the hours of 7:00 A.M. and 7:00 P.M.

F. The Early Voting Clerk’s official address is 407 S. Pecan, Suite 102, Lampasas, Texas 76550.

G. The Early Ballot Board is hereby appointed as follows:

Presiding Judge	Sheila Bean
Member	Jane Watson
Member	Randy Bean
Member	Cindy Burleson
Member	Kate Pierce-Burleson
Member	Marcia Wallace

H. That said election shall be held in accordance with the Election Code of the State of Texas and only resident, qualified voters of said City shall be eligible to vote at said election. All applicable provisions of the National Voting Rights Act, and amendments thereto, shall be complied with.

I. That the City Secretary shall give Notice of said election by posting notice in each of the election precincts of said City which posting shall be done not less than 21 days prior to date fixed for said election.

J. That the City Secretary shall cause notice to be posted according to the requirements of VATCS, Election Code Sec. 4.003.

K. That immediately after said election is held, the officer holding the same shall make returns of the result thereof to the Mayor of this City as is required by the Election Code of the State of Texas.

2. This Ordinance shall be effective from and after its passage, and the Elections Administrator is hereby directed and authorized to take such steps as are necessary to accomplish said election.

PASSED AND APPROVED this _____ day of _____, 2024.

Date of 1st reading: _____
Date of 2nd reading: _____

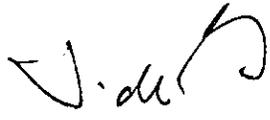
Herb Pearce, Mayor

ATTEST:

Becky Sims, City Secretary

APPROVED AS TO FORM:
Jo-Christy Brown, City Attorney
(Signature of Attorney Provided on Separate Page to be attached)

THIS PAGE INTENTIONALLY LEFT BLANK


City Manager

ITEM NO. 7.3

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

Subject:

Discussion and possible action to issue Order of Election for Municipalities for the May 4, 2024 General Election.

Requested by: Becky Sims, City Secretary

Submitted by: Becky Sims, City Secretary

Date Submitted: February 6, 2024

For the agenda of: February 12, 2024

Procurement and Funding Statement:

N/A

Attachments: Order of Election

Summary Statement:

This item has been placed on the agenda to issue the Order of Election for Municipalities. Each Council member will sign off on the order for the General Election to be held on the May 4, 2024.

Recommendation:

To consider a motion to order the election to be held May 4, 2024.

**ORDER OF ELECTION FOR MUNICIPALITIES
(ORDEN DE ELECTION PARA MUNICIPIOS)**

An election is hereby ordered to be held on May 4, 2024 for the purpose of:
(Por la presente se ordena que se llevara a cabo una eleccion el 4 de Mayo de 2024 con el proposito de:)

A General Election, to elect: City Council members: Place Three
Place Four
Place Five

*(en la Eleccion para elegir: Miembro del Concilio Lugar Tres
Miembro del Concilio Lugar Cuatro
Miembro del Concilio Lugar Cinco)*

Early voting by personal appearance will be conducted each weekday at Elections Administrator Office, 407 S. Pecan, Suite 102, Lampasas, TX, between the hours of 8:00 a.m. and 5:00 p.m. beginning on April 22, 2024 and ending on April 30, 2024.

(Votación adelantada en persona se llevará a cabo cada semana en Elecciones Administrador oficina, 407 S. Pecan, Suite 102, Lampasas, Texas, entre las horas de ocho de la mañana y y cinco de la tarde partir del 22 de Abril, 2024 y el 30 de Abril 2024.)

Additional early voting will be held at the same location as follows: April 30, 2024 from 7:00 a.m. – 7:00 p.m.
(Adicional la votación anticipada se llevará a cabo en el mismo lugar como sigue: el 30 de Abril 2024 de 7:00 a.m. – 7:00 p.m.)

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

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

Application for ballots by mail must be received no later than the close of business on April 23, 2024.
(Solicitud de votos por correo deberá recibirse no más tarde del cierre de actividades el 23 de Abril, 2024.)

Issued this the _____ day of _____, 20____.
Emitada este día _____ de _____, 20_____.

Herb Pearce, Mayor *(Firma del Alcalde)*

Zachary Morris, Mayor Pro Tem
(Firma del Concejal)

Chuck Williamson
(Firma del Concejal)

Charlie Pratus
(Firma del Concejal)

Davis Keele
(Firma del Concejal)

Cathy Kuehne
(Firma del Concejal)

Eric Hernandez
(Firma del Concejal)



City Manager

ITEM NO. 7.4

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

Subject:

Discussion and possible action regarding the approval of cart trail paving by Hinds Paving at Hancock Park Golf Course in the amount of \$ 33,787.24

Requested By: Van Berry, Golf Course Manager

Submitted By: Van Berry, Golf Course Manager

Date Submitted: February 5, 2024 for the Agenda of: February 12, 2024

Procurement and Funding Statement:

2023-2024 Budget - 26-510-5505 (Buildings & Grounds/Capital) - \$17,500.00
Hancock Park Golf Association - \$15,000.00

Attachments: See Attached Quote

Summary Statement:

Two quotes were received to repave 22,874 sq. ft. of cart trails. Hinds Paving in the amount of \$33,787.24 and All Star Paving in the amount of \$32,300.00. The Golf Course budgets \$17,500.00 annually for the cart trail improvement program and the Hancock Park Golf Association is contributing \$15,000.00 toward the cart trail improvements, for a total of \$32,500.00. (See Attachments)

Recommendation:

Staff recommends the approval for the cart trail improvements to Hinds Paving of Burnet, Texas for the amount of \$33,787.24. Hinds Paving is \$1,287.24 higher than All Star Paving. However, having used both companies in the past Hinds Paving has proven to have a more quality finished product.



3543 North US HWY 281
 Burnet, TX 78611
 hindspaving@yahoo.com
 Desa P. Hinds
 512-755-0198 Cell
 512-756-6859 Office

Hinds Paving

Estimate

For: City Of Lampasas Texas
 van@cityoflampasas.com
 237 Naruna Rd
 Lampasas, TX, 76550
 (512) 734-3111

Estimate No: 16768
 Date: 01/11/2024

Description	Amount
Work to be completed at Hancock Park Golf Course additional golf cart path options. <i>Right-side #1</i>	\$10,838.26
Asphalt overlay of existing golf cart trail Addition #1 approx. 7,274' sq. Ft. Area approx. sq. Ft. Lay hot mix asphalt type D approx. 2" inches thick rolled and compacted to approx. 1 1/2" inches thick.	
Additional Option #2 Golf Cart Path	\$6,186.48
Work to be completed at Hancock Park Golf Course Asphalt overlay of existing golf cart trail. Area approx. 4,152 sq. Ft. Lay hot mix asphalt type D approx. 2" inches thick rolled and compacted to approx. 1 1/2" inches thick.	
	Subtotal \$17,024.74
	Total \$17,024.74
Total \$17,024.74	



3543 North US HWY 281
 Burnet, TX 78611
 hindspaving@yahoo.com
 Desa P. Hinds
 512-755-0198 Cell
 512-756-6859 Office

Hinds Paving

Estimate

For: City Of Lampasas Texas
 van@cityoflampasas.com
 237 Naruna Rd
 Lampasas, TX, 76550
 (512) 734-3111

Estimate No: 16763
 Date: 12/19/2023

Description

Amount

Work to be completed at Hancock Park Golf Course Asphalt overlay of existing golf cart trail. Area approx. 15,600' sq. Ft. Lay hot mix asphalt type D approx. 2" inches thick rolled and compacted to approx. 1 1/2" inches thick. *#4 + #5* \$22,948.98

Subtotal \$22,948.98

Total \$22,948.98

Total \$22,948.98

ALL STAR PAVING



CONSTRUCTION

COMMERCIAL & RESIDENTIAL
HOT MIX ASPHALT • HOT TAR & ROCK
SEAL COATING

PARKING LOTS & DRIVEWAYS

FREE ESTIMATES

Robert Stewart
Contractor

Liberty Hill



512-769-9991



In Agreement With:

Name Hancock Park Golf Course

Estimate Date _____

Address _____

City Lampasas TX

Phone 512-734-3111

Cell or Work _____

11284 long

The sum of \$ 9,800.00 is to be paid in full on completion of job.

Int. _____ Total \$ 9,800.00

Down Payment \$ 4,900.00

Balance \$ 4,900.00

Date Job Completed - _____

ALL CHECKS TO BE MADE
PAYABLE TO
ROBERT STEWART

\$ Right side per square yard
OF #1

Paid By: Cash

Check # _____

Yes

No

Roof long \$6,720.00
GUARANTEE - work performed is conditionally guaranteed for one year. Guaranteed one year from completion of job against asphalt breakage under normal conditions. However, we cannot be responsible for settling of any base we did not excavate and construct or surface marks. Also those not covered are: indentions or scuffs of any kind, cracks from extreme weather conditions or vegetation growth.

IF BILL IS NOT PAID IN FULL UPON COMPLETION, PROPERTY WILL HAVE A MECHANICS LIEN PLACED UPON IT.

Contractor Robert Stewart

Customer [Signature]

Dig Out

To prepare driveway for paving, by excavating approximately 1 to 6 inches. Area to be refilled with stone. Stone to be compacted by rolling. Entire drive to be sprayed with a weed killer before asphalt is applied and compacted by rolling. Edges to be tamped.

Over Stone

To prepare driveway for paving, by grading down all high areas and filling in all low area and compacted by rolling. Areas with vegetation and edges to be sprayed with weed killer before asphalt is applied and compacted by rolling. Tamped edges.

Resurface

To prepare driveway for resurfacing, drive to be primed with a weed killer before asphalt is applied, then compacted by rolling. Tamped edges.

Seal Coat

Entire drive to be clean with power blower. Then area to be sealed.

Parking Lot

New Drive

Sidewalks

Striping

Patching

Culvert

Curbing

Chip and seal _____ coats.

Concrete to be laid approximately _____ " thick. Seal Coats _____

Grading needed to prepare a job.

Gravel needed to prepare job.

Blacktop to be laid approximately 2 " thick.

Then rolled to finish with power roller.

Initial this box to waive 3 day waiting period.

ALL STAR PAVING



CONSTRUCTION

Robert Stewart
Contractor
Liberty Hill

COMMERCIAL & RESIDENTIAL
HOT MIX ASPHALT • HOT TAR & ROCK
SEAL COATING
PARKING LOTS & DRIVEWAYS
FREE ESTIMATES



512-769-9991



In Agreement With:

Name City of Lampasas / Huncat Park Golf Course Estimate Date _____
Address 227 Naruna Rd City Lampasas TX
Phone 512-556-3202 Cell or Work 512-734-3111

The sum of \$ 22,500.00 is to be paid in full on completion of job.

Int. _____ Total \$ 22,500.00
Down Payment \$ 11,250.00
Balance \$ 11,250.00

ALL CHECKS TO BE MADE
PAYABLE TO
ROBERT STEWART

Date Job Completed - _____ \$ #4 + #5 per square yard

Paid By: Cash
Check # _____

Yes No
GUARANTEE - work performed is conditionally guaranteed for one year. Guaranteed one year from completion of job against asphalt breakage under normal conditions. However, we cannot be responsible for settling of any base we did not excavate and construct or surface marks. Also those not covered are: indentions or scuffs of any kind, cracks from extreme weather conditions or vegetation growth.

IF BILL IS NOT PAID IN FULL UPON COMPLETION, PROPERTY WILL HAVE A MECHANICS LIEN PLACED UPON IT.

Contractor Robert Stewart Customer [Signature]

Dig Out
To prepare driveway for paving, by excavating approximately 1 to 6 inches. Area to be refilled with stone. Stone to be compacted by rolling. Entire drive to be sprayed with a weed killer before asphalt is applied and compacted by rolling. Edges to be tamped.

Over Stone
To prepare driveway for paving, by grading down all high areas and filling in all low area and compacted by rolling. Areas with vegetation and edges to be sprayed with weed killer before asphalt is applied and compacted by rolling. Tamped edges.

Resurface
To prepare driveway for resurfacing, drive to be primed with a weed killer before asphalt is applied, then compacted by rolling. Tamped edges.

Seal Coat
Entire drive to be clean with power blower. Then area to be sealed.

- Parking Lot
- New Drive
- Sidewalks
- Striping
- Patching
- Culvert
- Curbing

- Chip and seal _____ coats. Seal Coats _____
- Concrete to be laid approximately _____" thick.
- Grading needed to prepare a job.
- Gravel needed to prepare job.
- Blacktop to be laid approximately 2" thick.
- Then rolled to finish with power roller.

Initial this box to waive 3 day waiting period.

THIS PAGE INTENTIONALLY LEFT BLANK



City Manager

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

ITEM NO. 7.5

SUBJECT:

Discussion and Possible Action regarding purchase of Bunker Gear and helmets for the amount of \$28,118.50 to complete six full sets for the Lampasas Fire Department.

REQUESTED BY: Joe Adams, Interim Fire Chief

SUBMITTED BY: Yvonne Moreno, Finance Director

DATE SUBMITTED: February 7, 2024 FOR THE AGENDA OF: February 12, 2024

Expenditure Required: Yes

Available Funding: \$20,000 Grant from TAMFS, balance from Bunker Gear 10-530-5255 and, Uniform 10-530-5230

Attachments: Grant notification of award, Quotes, Spreadsheet

SUMMARY STATEMENT:

The City of Lampasas Fire Department applied for a grant in June 2022 for Fire Apparatus and Equipment. The Grant was awarded in October 2023. The award is up to \$20,000 and the Fire Department would like to use the monies to purchase new bunker gear, helmets, and wildland gear. The department did budget to replace some of the gear this year. The grant has made it possible to outfit six sets of bunker gear for the department. Some needed bunker gear has already been purchased. The Fire Department would like to purchase the gear from Nafeco and the remaining needed helmets from Fuego Fire Center due to the quality and reliability of their equipment.

Recommendation: Staff requests approval of the purchase of Bunker Gear and helmets.

Assistance Programs: Lampasas Fire

Department

Go to FD Profile

AE-1077--152135: Apparatus & Equipment Grants Request

1 WAITING

[VIEW PROGRAM DETAILS](#)

Request Status: FD Accepted - Pending Reimbursement Documents

[Back to Dashboard](#)

REQUEST DETAILS

Item Type

Personal Protective Equipment

Cost Share 90% | Reimbursement not to exceed \$20,000.00. Based on today's rates. Subject to change based on rates at the time of award.

Expiration Date: 04/24/2024

REIMBURSEMENT
DETAILS

ESTIMATED
REIMBURSEMENT

\$20,000.00

SUPPORTING DOCUMENTS

File Name	Upload Date	Uploaded By
102323_FY24FM1_...	10/25/2023	

Item per Page: 1 of 1 Showing 1-1 of 1

REQUEST HISTORY

Date	User	Status	Comment
06/14/2022 12:00 AM	Historic Import	Received by TAMFS	
10/24/2023 1:04 PM	Adam DeWitt	Award Offered	
10/25/2023 1:53 PM	Dina Nutall	Award Offered	Uploaded supporting documents.
10/26/2023 3:50 PM	Frank Potter	FD Accepted - Pending Reimbursement Documents	

Items per Page: 1 Showing 1-4 of 4



NAFECO
 Mailing: P.O. Box 2928
 Physical: 2601 Beltline Road
 Decatur, AL 35602-2928
 (800) 628-6233
 info@nafeco.com

Quotation
 Q8523121425797

Date: 2023-12-14
 Expires: 2024-01-13
 FOB: Origin

Customer Number: LAM150
 Customer Information: LAMPASAS FIRE DEPARTMENT
 Address: 1107 E.FOURTH STREET
 LAMPASAS, TX 76550

Attention: Frank Potter
 Phone: (254)368-9157
 Email: fireman76543@gmail.com
 Prepared By: Kirby Prince

Qty	Item #	Description	Each	Total
1	CVBM/F	LION Turnout V-Force Bi-Swing Coat Moisture Barrier CROSSTECH Black (K7-Vented), Coat Liner: Glide Ice , To read across yoke: LAMPASAS, Name Patch to read FF's Last Name, Outer Shell: Armor AP, 6.5 oz., Color: GOLD, w/YELLOW trim	\$2,009.26	\$2,009.26
1	PVFM/F	LION Turnout V-Force Part Moisture Barrier: CROSSTECH BLACK (K7-Traditional) Pant Liner: Glide Ice, Outer Shell: ARMOUR AP, 6.5 oz., Color: GOLD, w/YELLOW trim, Right Thigh: Tool Pocket, Belted pant, Includes Suspenders	\$1,300.96	\$1,300.96
1	CXTM71-46R	LION VersaPro PLUS Coat, 32", Tan, Sz: 46R Includes FD name across yoke & FF's Name Patch	\$534.00	\$534.00
1	PXTM71-42	LION VersaPro PLUS Pant Tan, Sz: 42R ***INCLUDES SUSPENDERS***	\$602.96	\$602.96
1	804-6369-9M	Thorogood QR14 Leather Boot, 14", NFPA Structural, Sz: 9M	\$354.40	\$354.40
1	FH911HR-BLK	Bullard Helmet, Full Brim Ratchet Suspension, Black	\$76.55	\$76.55
1	F55745W700	Propper Wildland Face Protector, Yellow	\$23.77	\$23.77
1	740-0283	ESS Goggle, Striketeam XTO Wrap around strap, Face foam	\$37.78	\$37.78
1	FC-1000-L	Firecraft Flame Glove, Gauntlet, Sz: L	\$130.50	\$130.50
1	HD395146	LION Hood, RedZone Particulate Blocking, StedAir, NFPA, Tan	\$112.15	\$112.15
			Subtotal	\$5,182.33
			Freight	TBD
			Total	\$5,182.33

tax & freight to be determined

Thank you for your business!

NOTE: All accounts are subject to sales tax charges unless a valid state exempt certificate is on file with NAFECO, or provided at the time of the order.

If you have any questions concerning this quote, please call our number listed above.

The Fire Center
 8403 Cross Park Drive, Ste 1D
 Austin, TX 78754 US
 512 490-1480
 info@thefirecenter.com
 www.fuegofirecenter.com

Estimate



ADDRESS
 Lampasas Fire
 1107 E. 4th Street
 Lampasas, TX 76550

SHIP TO
 Lampasas Fire
 1107 E. 4th Street
 Lampasas, TX 76550

ESTIMATE # DATE
 1234 12/11/2023

SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
Misc. Department Sale	Phenix Technology TC1 Traditional Composite Firefighter Helmet - Black TC003DESS • Ratchet Strap • Ear Protection: 8" Black Detachable Earlaps • Eye Protection: ESS Goggles • Suspension Upgrades: Deluxe Leather Comfort Package Ratchet Suspension	6	514.05	3,084.30
Misc. Department Sale	Flip Down Eye Shield for TC-1 Helmet	6	65.50	393.00
TOTAL				\$3,477.30

Accepted By

Accepted Date



QUOTE

Corporate
 17350 State Hwy 249
 Suite 250
 Houston TX 77064-1142
 (713) 692-0911 Phone
 (713) 692-1591 Fax

Mansfield
 625 S Wisteria St Ste 121
 Mansfield TX 76063-2528
 (817) 467-0911 Phone
 (817) 375-1775 Fax

South Houston
 514 Michigan St
 South Houston TX 77587-3221
 (713) 475-2411 Phone
 (713) 475-2428 Fax

Number	218115-0
Quote Date	11/10/2023
Page	1

Bill to: LAMPASAS FIRE DEPT
 1107 E. 4TH STREET
 LAMPASAS, TX 76550

Ship to: LAMPASAS FIRE DEPT
 1107 EAST 4TH STREET
 LAMPASAS, TX 76550

Cust Code		Ordered By		Salesman		Job/Rel#	Customer PO	
LAM003		FRANK POTTER		BRUCE PRITCHARD			GEAR	
Entered By			FOB		Ship Via		Terms	
BRUCE PRITCHARD			CUSTOMER PAYS FREIGHT		UPS GROUND		NET 20 DAYS	
Quantity			U/M	Item #	Description	Price	Extension	
Order	Ship	Back						
1	1	1	EA	MET-FDI-BUNKER GEAR	FIRE DEX COAT FXR COAT	2050.00		2050.00
1	1	1	EA	MET-FDI-BUNKER GEAR	FIRE DEX PANT FXR PANT	1350.00		1350.00
1	1	1	EA	MET-FDI-BUNKER GEAR	FIRE DEX TECGEN 51 DUAL CERT COAT	430.00		430.00
1	1	1	EA	MET-FDI-BUNKER GEAR	FIRE DEX TECGEN 51 DUAL CERT PANT	400.00		400.00
1	1	1	EA	FDI-FDXL-200-10.5M	RED LEATHER FIRE BOOT SIZE 10.5M	446.00		446.00
1	1	1	EA	HAI-507502-10.5W	FIRE EAGLE AIR BOOT, SIZE 10.5W HAIX	430.00		430.00
1	1	1	EA	BUL-FH911H	WILDLAND HELMET, 1 EA FULL BRIM SHELL **** BYB NUMBER REQUIRED ****	175.00		175.00
1	1	1	EA	BUL-UST6R350-BLK	RETRAK SERIES TRADITIONAL FIBERGLASS FIRE HELMET, INTEGRATED VISOR, 6" BRASS EAGLE. BLACK IN COLOR	371.00		371.00
1	1	1	EA	MAJ-NB-GORE	NB GORE PARTICULATE HOOD NOMEX BLEND - GEN2 WHITE	122.00		122.00
1	1	1	EA	HEX-8180-XL	HEXARMOR 8180 STRUCTURAL GAUNTLET CUFF, SIZE XL	80.00		80.00
1	1	1	EA	BUY BOARD CONTRACT	CONTRACT # 698-23	0.00		0.00

SubTotal 5,854.00

QUOTE GOOD FOR 30 DAYS

Total 5,854.00

73



(877) 637-3473

Quote

Quote # QT1767242
 Date 12/11/2023
 Expires 12/26/2023
 Sales Rep Herron, Jason R
 Shipping Method FedEx Ground
 Customer LAMPASAS FIRE DEPT
 Customer # C43406

Bill To
 LAMPASAS FD
 1107 E 4TH STREET
 Lampasas TX 76550
 United States

Ship To
 Deputy Chief Greiner
 LAMPASAS FIRE DEPT
 1107 E. 4TH STREET
 Lampasas TX 76550
 United States

Item #	Alt Item #	Units	Description	Qty	Unit Price	Amount
HFRP Tail Coat	TXLAMP00013		TXLAMP00013 HFRP Tail Coat Armor AP Gold PF Zero (OS), Glide Ice 2 Layer (TL), StedAir 4000 (MB)	1	\$2,040.00	\$2,040.00
HFRP Tail Pant	TXLAMP00014		TXLAMP00014 HFRP Tail Pant Pro Fit Pants - Armor AP Gold PF Zero (OS), Glide Ice 2 Layer (TL), StedAir 4000 (MB) with Belt & Suspenders	1	\$1,415.00	\$1,415.00
TECGEN51-COAT	FWID: 194272		FWID: 194272 Custom TECGEN51-COAT Deluxe, Tan, Lampasas Spec	1	\$535.00	\$535.00
TECGEN51-PANT	FWID: 194272		FWID: 194272 Custom TECGEN51-PANT Deluxe, Tan, Lampasas Spec - With Suspenders	1	\$525.00	\$525.00
FH911HR-Red			Thermoplastic Wildfire Full Brim style helmet w/ratchet suspension Red	1	\$74.58	\$74.58
R222			Yellow Nomex ear,neck,face shroud	1	\$49.95	\$49.95
740-0236			GOGGLE STRIKE TEAM WF w/WRAP AROUND STRAP	1	\$43.49	\$43.49
FC-1000-L-Regular			Flame Glove - Gauntlet Cuff	1	\$134.06	\$134.06
HT-MES30-BEN3- Black			Ben 3 Helmet with EZ Flips - Quote #22332912 - Black - Item #010	1	\$539.72	\$539.72
39708-00-194071			BarriAire Gold Elite Pro Comprehensive Coverage - Extends Particulate Barrier coverage beyond critical areas as identified by NFPA - Maximum Protection	1	\$146.86	\$146.86
277-0912-MED-10.5			Black Diamond X2 Leather & Fusion Bunker Boot, Custom Fit System Model 0912	1	\$339.99	\$339.99

Frank Potter 254-368-9157
 THL: 269.1 & TPP: 39.1

Subtotal \$5,843.65
Shipping Cost \$0.00
Tax Total \$0.00
Total \$5,843.65

Customer Responsible For All Applicable Shipping Charges!

This Quotation is subject to any applicable sales tax and shipping and handling charges that may apply. Tax and shipping charges are considered estimated and will be recalculated at the time of shipment to ensure they take into account the most current information.

All returns must be processed within 30 days of receipt and require a return authorization number and are subject to a restocking fee.

Custom orders are not returnable. Effective tax rate will be applicable at the time of invoice.



Quote

Quote expires
December 7, 2023 12:00 am

Ft Cavazos Post Supply Center
Mid Post Mall
761st Tank Battalion Ave
Bldg 135
Ft. Cavazos, TX 76544
254-532-9861

Ticket #:854H-Q-500162
Ticket date: 11/7/2023 10:26:51AM
Station:854H

Sold to: WEBORDERS
SAN ANTONIO LIGHTHOUSE
BLDG 4406 WAREHOUSE & 77
FORT CAVAZOS, TX 76544

Ship to:

Customer #: 485WEBORDERS
Sls rep: 4850

Ship date:
Location: 485

Ship-via code:
Terms:

Net 30 days

Quantity	Item #	Description	Ship-from location	Price	Selling unit	Ext prc
5	ITEMLOT	SM Riggers Belt		56.99	EA	284.95
						S/O
5	ITEMLOT	MD Riggers Belt		56.99	EA	284.95
						S/O

Print Name:

Signature:

User: B67H

Total line items: 2

Quote subtotal:	569.90
Freight:	0.00
Tax:	0.00
Total:	569.90

Thank you for shopping
Ft Cavazos Post Supply Center
San Antonio Lighthouse DBA Vibrant Works
has a 30-day return policy
from the date of purchase.



Item	Cost/Unit	Total Units	Total Cost
Bunker Gear 1st set/2nd set	\$3,310.22	3	\$9,930.66
Versa Plus	\$1,136.96	6	\$6,821.76
Structure Helmet	\$579.55	6	\$3,477.30
Wildland Helmet	\$76.55	11	\$842.05
Face Protector	\$23.77	11	\$261.47
ESS Goggles, Striketeam XTO	\$37.78	11	\$415.58
Particulate Hood	\$112.15	12	\$1,345.80
Bunker Boots	\$354.40	4	\$1,417.60
Bunker Gloves	\$135.00	17	\$2,295.00
Total Cost of Products	\$5,766.38		\$26,807.22

579.55 we have ordered 5 already
 Already Received 12

Chief 3 Gear Needed

Item	Cost/Unit	Total Units	Total Cost
Bunker Gear Jacket/Pants (1 set)	\$3,310.22	1	\$3,310.22
Versa Plus	\$1,136.96	1	\$1,136.96
Structure Helmet	\$579.55	1	\$579.55
Wildland Helmet	\$76.55	1	\$76.55
Face Protector	\$23.77	1	\$23.77
ESS Goggles, Striketeam XTO	\$37.78	1	\$37.78
Particulate Hood	\$112.15	1	\$112.15
Bunker Boots	\$354.40	1	\$354.40
Total Cost of Products	\$5,631.38		\$5,631.38

TOTAL \$32,438.60

Wildland Helmet	\$76.55	12	\$918.60
Face Protector	\$23.77	12	\$285.24
Particulate Hood	\$112.15	12	\$1,345.80
Bunker Boots	\$354.40	5	\$1,772.00


City Manager

ITEM NO. 7.6

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

Subject:

Discussion and possible action regarding the purchase of a 2024 Chevrolet Silverado Truck-1500 Crew Cab for the Parks Department in the amount of \$45,807.55.

Requested By: Chris Eicher, Parks & Recreation Director

Submitted By: Chris Eicher, Parks & Recreation Director

Date Submitted: February 6, 2024

For the Agenda of: February 12, 2024

Procurement and Funding Statement:

The Parks budgeted \$45,000.00 for FY 23-24 for a new fleet vehicle. Item will be funded out of GL# 10-514-5520

Attachments:

Summary Statement:

The Parks budgeted \$45,000.00 for FY 2023-2024 for a new fleet vehicle. The Parks Department is asking Council to approve the purchase of a 2024 Chevrolet Silverado Truck-1500 Crew Cab from Sam Pack's Five Star Chevrolet. Sam Pack's Five Star Chevrolet is a member of buy board and has a 2024 Chevrolet Silverado Pickup 1500 Crew Cab available on the lot for \$45,807.55. This truck was budgeted and approved by Council to replace a 1999 Ford F-150.

Recommendation:

To consider a motion to approve the purchase of a 2024 Chevrolet Silverado 1500 Crew Cab Truck for the Parks Department in an amount not to exceed \$46,000.00.

Sam Pack's Five Star Chevrolet
 1735 S. IH 35E Carrollton Texas, 75006
 (888) 6 FLEET 9 (888-835-3389) - FAX 972-245-5278

CUSTOMIZED PRODUCT PRICING SUMMARY BASED ON CONTRACT

Cars and Light Trucks
 Team Members - Kevin Moore - Chad Coffman - Jessica Wooten - Jorge Guerra - Alan Rosner
 BuyBoard - 724-23

End User: City of Lampasas Sam Pack's Rep: Chad Coffman

Contact: _____ Date: _____

Contact TN/Email _____ Phone # _____

Product Description: 2024 Chevy Silverado Pickup - 1500 Crew Cab Color Code White

A. Bid Line # #14 Base Price: **\$ 37,392.00**

B. Published Options (Itemize Each Below)

Code	Description	Bid Price	Code	Description	Bid Price
	Automatic Transmission	Included			
	Power Group - V6	Included			
	Carpet Floor Covering	\$ 100.00			
	Locking Rear End	\$ 395.00			
	WT Value Package	\$ 1,190.00			
	All Terrain Tires	\$ 200.00			
	Chrome Bumper	\$ 200.00			
Total of B. - Published Options					\$ 2,085.00

C. Dealer Published Options

Code	Description	Bid Price	Code	Description	Bid Price
	Spray Liner	\$ 795.00			
Total of C. - Dealer Published Options					\$ 795.00

D. Off Menu Options

Code	Description	Bid Price	Code	Description	Bid Price
	2024 YoY Pricing adjustment	\$2,850.00			
Total of D. - Off Menu Options					\$2,850.00

Off Menu Options limited to 25% of Published Price	Current %	7.08%	Total of D. - Off Menu Options		\$2,850.00
Delivery Charges		195 Miles @ \$1.49/mile			\$ 290.55
Floorplan Expense		Days	\$6.47 Per Diem		\$ -
Lot Insurance Expense		Days	\$6.47 Per Diem		\$ -
Manufacturer Delivery Fee					\$ 1,995.00
			Total Each		\$ 45,407.55
Quantity Ordered	<u>1</u>	X F =			\$ 45,407.55
Administrative Fee					\$ 400.00
Trade In Allowance - Non-Equipment debts and credits					\$ -
TOTAL PURCHASE PRICE INCLUDING ADMIN FEE					\$45,807.55



City Manager

ITEM NO. 7.7

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

Subject:

Discussion and possible action regarding the replacement of the Airport Fuel System at the Lampasas Municipal Airport.

Requested By: Chris Eicher, Parks Director

Submitted By: Chris Eicher, Parks Director

Date Submitted: February 8, 2024

For the Agenda of: February 12, 2024

Procurement and Funding Statement:

Based on discussion with the City's TxDOT assigned Planner, the purchase/upgrade of the fuel tank is an approved project with a City match of 10%. If for some reason, the tank and installation exceeds \$100,000.00, the City's match increases to 25% of the total cost. Although the match is not budgeted, sufficient Fund Balance exists in Fund 25-Aviation for the project.

Attachments: Quote & Recommendations

Summary Statement:

On or about December 4, 2023, based on daily inspection, debris was noted in routine fuel sampling. At that time, staff in consultation with the fuel vendor, ceased any sale of fuel. Staff solicited the attached quotation for turn key installation of the tank and all appurtenances and contacted TxDOT Aviation Division to determine possible funding, which was indicated as reimbursable. The Quotation does include possible additional costs of between \$5,000.00 and \$6,000.00 for final wash-out and disposal of the tank depending on the amount of actual debris in the tank. BGIS, is a qualified vendor for the project, however; is not on a Buy Board contract. Due to the urgency, and lost sales potential, staff seeks Council approval to solicit additional quotations as required by policy, and to proceed with contracting in an amount not to exceed \$102,862.43.

Recommendation:

Motion to direct staff to solicit quotations, as provided for in City policy and State Statute, for the turn-key purchase and installation of a double wall, 12,000-gallon Avgas fuel tank and appurtenances, and to finalize and execute necessary documents to commence purchase and installation of the same in an amount not to exceed \$102,862.43. Council further names the City Manager as the City's Sponsor Representative and directs the City Manager to execute any and all documents required by TxDOT for project funding.

Lupe Charping

From: Jessie Acosta
Sent: Thursday, February 8, 2024 10:24 AM
To: Lupe Charping
Subject: FW: New 12,000 Gallon Fuel Tank/System
Attachments: 24-013 TK-Lampasas Municipal Airport-New 12,000 Gallon Fuel Tank.System-Quote.pdf

Attached is the proposal for a new Airport fuel tank along with recommendations from BGIS

Jessie Acosta
City of Lampasas
Parks Superintendent
512.564.0135 Cell
512.556.6831 Office
jacosta@cityoflampasas.com



From: Thomas Kendall <Thomas.Kendall@bgis.com>
Sent: Friday, February 2, 2024 3:28 PM
To: Jessie Acosta <jacosta@cityoflampasas.com>
Subject: New 12,000 Gallon Fuel Tank/System

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

Jessie,

Attached is the quote you have requested.

I know time is of the essence with the upcoming Eclipse Festival/Event.
Let me know what I can do to assist in the decision making process for approvals.

The tank lead time is about 4 weeks and we will need 1.5 weeks to install and start up.
This puts us on a very tight window for time, but the goal would be for all to be complete by the end of March.

Below is the explanation you requested for the reasons BGIS recommends the new tank/system.

SAFETY-

On the last service visit to the airport, BGIS recommended to the customer that the fuel system should be taken out of service due to large amounts of rust continuing to be discharged from the tank.

This rust has created equipment problems with the solenoid valves and the dispenser.

BGIS has cleaned and serviced these parts as well as changed out the filters when the issues have arrived. BGIS also installed a differential pressure gauge on the filter housing to insure the filter is doing its job stopping the rust and not becoming 100% clogged.

This work has kept the fuel clean and safe up to this point, but as the service calls have become more frequent, we feel that the chances of debris passing completely thru the system has grown. We feel this risk is too much of a liability to take.

This tank does not have an internal liner allowing continuous formation of rust inside the tank. This means that rust can fall from the sides of the tank and be suspended in the fuel until it settles out. Because of this fact, even putting in a pony pump to suck fuel a few inches from the bottom is not an option we feel comfortable with.

This tank also has a bottom discharge, (no longer allowed-all discharge now has to come from the top of the tank), which passes all rust and contaminates downstream thru the system.

FUTURE LIABILITY AGAINST LEAKAGE-

The lifespan of a tank is considered to be 30 years.

2024 is the 30th birthday of this tank.

Continuing to use this tank will result in much higher insurance rates for the city. Some insurers will not even insure after the 30 years.

***The new tank comes with a 30 year warranty.

Thank you,

Thommy Kendall

**Service Manager/Master Technician-Aviation Fueling
HSE-POC Texas**

BGIS

1901 Memorial Blvd.

Kerrville, TX 78028

O: 844.224.7126

C: 832.283.6086 Android

C: 830.496.6769 iPhone

thomas.kendall@bgis.com

www.bgis.com



Please consider the environment before printing this email - Help save our planet.

Veuillez songer à l'environnement avant d'imprimer le présent courriel – Aidez-nous à protéger notre planète.

(This e-mail may be privileged and/or confidential, and the sender does not waive any related rights and obligations. Any distribution, use or copying of this e-mail or the information it contains by other than an intended recipient is unauthorized. If you received this e-mail in error, please advise me (by return e-mail or otherwise) immediately.

25 -AVIATION FUND

ACCT#	ACCOUNT NAME		
ASSETS			
=====			
1014	CASH-HAND AIRPORT	0.00	
1019	DEPOSITS-LOMETA WATER SUP	100.00	
1021	FSB TEMPLE CHECKING 7000482	0.00	
1030	CLAIM ON CASH	333,696.13	
1031	COI AIRPORT DESIGNATED M&O	0.00	
1034	COI AIRPORT FUNDS	41,624.43	
1041	INVENTORY AVIATION FUEL	17,035.13	
1043	INVENTORY JET FUEL	0.00	
1210	ACCOUNTS/RECEIVABLE	0.00	
1212	A/R CREDIT CARD SALES	6,481.20	
1213	A/R HANGAR RENT	4,270.00	
1222	MISC ACCOUNTS RECEIVABLE MISC	0.00	
1242	A/R DUE FROM TDOT AVIATION DIV	0.00	
1260	DUE FROM OTHER FUNDS	6,093.83	
1285	PREPAID EXPENSE	0.00	
1301	FAG-LAND-AIRPORT	141,292.00	
1310	FAG-CONSTRUCTION IN PROGRESS	118,500.00	
1313	FAG-BUILDINGS-HANGARS	137,908.80	
1314	FAG-BUILDINGS-OLD HANGAR	96,416.35	
1315	T-HANGERS 2009	465,090.50	
1316	FAG WEATHER STATION	9,311.09	
1317	FAG-PLASI UNIT	14,722.36	
1320	FAG-PAVING IMPROVEMENTS	150,000.00	
1321	FAG-OTHER IMPROV-RUNWAYS	334,450.42	
1330	FAG-FIXED EQUIP-BEACON	10,724.26	
1331	FAG FIXED EQUIP OTHER	33,140.00	
1332	FAG-HANGAR/PAVING PROJECT	579,532.47	
1396	ACCUMULATED DEPR-AIRPORT	(1,103,641.00)	
1426	DUE FROM GOLF COURSE	0.00	
	TOTAL ASSETS		1,396,747.97
=====			

LIABILITIES & FUND BALANCE			
=====			
2210	ACCOUNTS /PAYABLE	0.00	
2220	ACCOUNTS PAYABLE-PENDING	37.99	
2250	FICA PAYABLE	0.00	
2251	FED W/H PAYABLE	0.00	
2252	RETIREMENT PAYABLE	0.00	
2253	MEDICAL INSURANCE PAYABLE	0.00	
2254	DEPENDENT LIFE INSURANCE PAYAB	0.00	
2271	SALES TAX PAYABLE	0.00	
2283	UNAPPLIED CREDIT - A/R SYSTEM	7,765.00	
2302	DEPRECIATION-AVIATION FND	0.00	
2505	DEFERRED REVENUE	0.00	
3010	UNRESTRICTED NET ASSETS	1,377,524.50	

25 -AVIATION FUND

ACCT#	ACCOUNT NAME		
3011	R/E/T FROM G/F EQUIP RESERVE	0.00	
	CURRENT INCREASE / (DECREASE) IN FUND BALANCE	<u>11,420.48</u>	
	TOTAL LIABILITIES & FUND EQUITY		<u>1,396,747.97</u> =====

THIS PAGE INTENTIONALLY LEFT BLANK

City Manager

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

ITEM NO. 7.8

SUBJECT:

Discussion and Possible Action regarding approval of a budget amendment for the purchase of four (4) vehicles for the Police Department that were approved in prior Fiscal Year 2022-2023.

REQUESTED BY: Yvonne Moreno, Finance Director

SUBMITTED BY: Yvonne Moreno, Finance Director

DATE SUBMITTED: February 7, 2024 FOR THE AGENDA OF: February 12, 2024

Expenditure Required: Yes

Available Funding: Fund Balance

Attachments: Copies of Council Agenda and Minutes.

SUMMARY STATEMENT:

The City of Lampasas Police Department ordered four (4) vehicles at the end of FY 2022 in anticipation of the City providing more SRO's at the schools. Due to the backlog in production, these vehicles were not ready to be delivered until recently. The monies budgeted for those vehicles were not spent and the purchase orders were voided and redone within the current FY 2023-2024. The expense for those vehicles will now be paid in FY 2023-2024 as they have all become available at the same time. Since these expenses were budgeted in prior years, the Finance Department is requesting a budget amendment for FY 2023-2024 to cover those costs out of the City's General Fund balance not to exceed \$280,000. The fund balance is made up of monies that have been in excess over the years. There is currently over \$2.3M in the unassigned fund balance account. The expense will show up in the current budget and will be accounted at the end of the budget year during the closing of the fiscal year.

Recommendation: Staff requests approval of the budget amendment not to exceed \$280,000.00.


City Manager

ITEM NO. 7.5

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

Subject:

Discussion and possible action regarding procurement of two 2023 Ford Police Interceptor vehicles for School Resource Officers (SRO)

Requested By: Finley deGraffenried, City Manager

Submitted By: Jody Cummings, Police Chief

Date Submitted: August 17, 2022

For the Agenda of: August 22, 2022

Procurement and Funding Statement:

N/A

Attachments:

Summary Statement:

With the addition of two new officers, additional fleet will be required for the Police Department. The current cost of a new fully equipped police vehicle is estimated at \$83,889.50. This includes a vehicle at \$46,209.50, equipment \$14,902.00, video system \$6,210.00, radio \$6,500.00, computer \$4,467.00, radar \$3,401.00, graphics \$1,000.00, and Cradle Point Router \$1,200.00. Two vehicles are estimated to cost \$167,779.00. These vehicles will be additions to the fleet and will not replace old vehicles therefore all equipment must be purchased new. If these vehicles are approved, purchase order numbers issued, and orders made to the dealer the estimated delivery date will be May of 2023.

Recommendation:

To consider a motion to approve the purchase of two 2023 Ford Police Interceptor vehicles for the two new School Resource Officers in an amount not to exceed \$170,000.00.

7.1	Discussion and possible action concerning the Proposed Tax Rate upon all property subject to taxation within the City of Lampasas, Texas for the 2022 Tax Year for the use and support of the Municipal Government of the City of Lampasas for the Fiscal Year beginning October 1, 2022 and ending September 30, 2023; apportioning said levy among the various funds and items for which revenue must be raised including providing a sinking fund for the retirement of the bonded debt of the City.
-----	---

Council member Clark moved to approve the Proposed Tax Rate of 0.3156 for the City of Lampasas Fiscal Year 2022-2023, the motion was seconded by Council member Morris and with a unanimous vote by roll call, the motion carried.

The recorded roll call vote was as follows:

- *Council member Clark- aye*
- *Council member Keele- aye*
- *Mayor Pro-Tem Williamson- aye*
- *Mayor Monroe-aye*
- *Council member Morris-aye*
- *Council member Kuehne- aye*
- *Council member Pearce- aye*

7.2	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 2022 Tax Year for the use and support of the Municipal Government of the City of Lampasas for the Fiscal Year beginning October 1, 2022 and ending September 30, 2023; apportioning said levy among the various funds and items for which revenue must be raised including providing a sinking fund for the retirement of the bonded debt of the City
-----	---

Council member Morris moved to schedule one public hearing regarding the Proposed Tax Rate upon all property subject to taxation within the City of Lampasas, Texas for the 2022 Tax Year for the use and support of the Municipal Government of the City of Lampasas for the Fiscal Year beginning October 1, 2022 and ending September 30, 2023; on September 7, 2022 at 5:30 p.m., the motion was seconded by Council member Clark and with a unanimous vote, the motion carried.

7.3	Discussion and possible action regarding terms of Emergency Medical Services (EMS) Interlocal Agreement with Lampasas County
-----	--

Council member Morris moved to authorize the City Manager, in consultation with City Attorney, to finalize the draft interlocal agreement and return to Council for consideration, the motion was seconded by Council member Keele and with a unanimous vote, the motion carried.

7.4	Discussion and possible action regarding terms of School Resource Officer (SRO) Interlocal Agreement with Lampasas Independent School District.
-----	---

Council member Morris moved to authorize the City Manager, in consultation with City Attorney, to finalize the draft interlocal agreement to include LISD paying 100% for both officers and a three-year term as discussed during workshop and return to Council for consideration, the motion was seconded by Council member Clark, with Council member Kuehne objecting, the motion carried.

7.5	Discussion and possible action regarding procurement of two 2023 Ford Police Interceptor vehicles for School Resource Officers (SRO) in an amount not to exceed \$170,000.00.
-----	---

Council member Kuehne moved to approve the procurement of two 2023 Ford Police Interceptor vehicles for School Resource Officers (SRO) in an amount not to exceed \$170,000.00, the motion was seconded by Mayor Pro-Tem Williamson and with the surety that the Police Department will need the additional fleet if the SRO agreement is not executed, the motion carried.

The Police Department is scheduled to replace two vehicles in 2023 per the Capital Improvement Program Schedule.

7.6	Discussion and possible action regarding a New Holt Caterpillar (CAT) 926M Wheel Loader & Integrated Tool Carriers in the amount of \$237,550.00.
-----	---

Mayor Pro-Tem Williamson moved to approve the purchase New Holt Caterpillar (CAT) 926M Wheel Loader & Integrated Tool Carriers in the amount of \$237,550.00, the motion was seconded by Council member Clark and with a unanimous vote, the motion carried.

7.7	Discussion and possible action regarding award of bid to Larsen Construction in an amount not to exceed \$51,583.00 for the Hanna Spring Wall Rehabilitation and Lowering subject to assessment of qualifications, bonding and insurance.
-----	---

Council member Morris moved to reject the bid from Larsen Construction in an amount not to exceed \$51,583.00 for the Hanna Spring Wall Rehabilitation and Lowering, and direct Staff to install fencing with direction on wall to be discussed at a future City Council meeting, the motion was seconded by Mayor Pro-Tem Williamson and with a unanimous vote the motion carried.

At Council direction, Staff is to install safety fence around wall as originally planned. Chris Eicher, Parks Director mentioned that the bids to install may have exceeded the time frame and the contractors may not honor the original quote.

Council member Morris moved to seek bids for fencing installation, if needed, to meet funding requirements, the motion was seconded by Council member Kuehne and with a unanimous vote, the motion carried.

7.8	Discussion and possible action concerning the first reading of an Ordinance amending Appendix A (Fee Schedule), Chapter 82 (Utilities), Article V, Section (H) Water Rate of the Code of Ordinances of the City of Lampasas providing for an increase in the rates to be charged for Water Service by the City of Lampasas; providing for repeal of conflicting ordinances; providing a severability clause and providing an effective date.
-----	--

Council member Morris moved to approve the first reading of an Ordinance amending Appendix A (Fee Schedule) Chapter 82 (Utilities) Article V, Section (H) Water Rates providing an increase to the base rate by \$2.25 and the rate per 1,000 gallons by \$.10, the motion was seconded by Mayor Pro-Tem Williamson and with a unanimous vote, the motion carried.

Adjourn-Council member Morris moved to adjourn the meeting at 8:00 pm, the motion was seconded by Council member Kuehne and with a unanimous vote, the motion carried.

PASSED AND APPROVED this _____ day of _____, 2022.

TJ Monroe, Mayor

ATTEST:

Becky Sims, City Secretary





City Manager

ITEM NO. 7.8

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

Subject:

Discussion and possible action regarding procurement of one 2023 Ford Police Interceptor vehicle and one CID vehicle for the Assistant Police Chief in an amount not to exceed \$110,000.00

Requested By: Jody Cummings, Police Chief

Submitted By: Jody Cummings, Police Chief

Date Submitted: September 21, 2022

For the Agenda of: September 26, 2022

Procurement and Funding Statement:

N/A

Attachments:

Summary Statement:

With the estimated delivery time, Staff would like to move forward with the request to purchase two FY 22/23 budgeted police vehicles. Currently, the estimated delivery time is anywhere from 6-8 months. During the CIP process Staff identified two vehicles based on the replacement schedule per age, miles and maintenance. Staff has budgeted one Ford Police Interceptor to add to the existing fleet and one CID vehicle for the Assistant Police Chief.

Recommendation:

To consider a motion to approve the procurement of one 2023 Ford Police Interceptor and one CID vehicle for the Assistant Police Chief in an amount not to exceed \$110,000.00.



PRODUCT PRICING SUMMARY
TIPS USA 210907 AUTOMOBILES
VENDOR- Silsbee Ford, 1211 Hwy 96 N., Silsbee TX 77656

End User: CITY OF LAMPASAS
 Contact: LT. CHUCK MONTGOMERY 512.556.3644
 Email: CMONTGOMERY@CITYOFLAMPASAS.COM
 Product Description: FORD INTERCEPTOR UTILITY

Prepared by: RICHARD HYDER
 Phone: 409.300.1385
 Email: RHYDER.COWBOYFLEET@GMAIL.COM
 Date: August 11, 2022

A. Bid Item: 62 A. Base Price: \$ 33,926.00

B. Factory Options

Code	Description	Bid Price	Code	Description	Bid Price
K8A	INTERCEPTOR UTILITY AWD	\$ 1,495.00	55F	REMOTE KEYLESS ENTRY FOBS	\$ 340.00
99B	3.3L V6 GAS	\$ -		WIRELESS PHONE CONNECTIVITY	\$ -
51R	DRIVER SIDE LED SPOTLIGHT	\$ 395.00	60A	GRILL/SIREN PREWIRE	\$ 50.00
	FRONT HEADLAMP HOUSING	\$ -		REAR VIEW CAMERA	\$ -
86T	POLICE TAIL LAMP HOUSING	\$ 60.00	61B	OBD-II INTERFACE	\$ 250.00
17A	REAR AIR CONDITIONING	\$ 610.00			
YZ	EXTERIOR WHITE	\$ -			
96	CLOTH FRONT VINYL REAR SEATING	\$ -			

Total of B. Published Options: \$ 3,200.00

Published Option Discount (5%) \$ (160.00)

C. Unpublished Options

\$= 23.6 %

Description	Bid Price	Options	Bid Price
PK8A UPGRADE TO 2023 MODEL	\$ 8,750.00		

Total of C. Unpublished Options: \$ 8,750.00

- D. Floor Plan Interest (for in-stock and/or equipped vehicles): \$ -
- E. Lot Insurance (for in-stock and/or equipped vehicles): \$ -
- F. Contract Price Adjustment: SILSBEE FLEET EQUIP/INSTALL QUOTE 112221 \$ 14,902.00
- G. Additional Delivery Charge: 282 miles \$ 493.50
- H. Subtotal: \$ 61,111.50
- I. Quantity Ordered 1 x H = \$ 61,111.50
- J. Trade in: _____ \$ -
- K. Total Purchase Price \$ 61,111.50

The recorded roll call vote was as follows:

- Council member Clark- aye
- Council member Keele- aye
- Mayor Pro-Tem Williamson- aye
- Mayor Monroe-aye
- Council member Morris-aye
- Council member Pearce- aye

7.4 Discussion and possible action regarding Lampasas County Chamber of Commerce & Visitor Center Agreement for FY 22/23

Council member Morris moved to approve the Lampasas County Chamber of Commerce & Visitor Center Agreement with the recommended amendments discussed during workshop, Council member Clark seconded the motion and with a unanimous vote, the motion carried. (Kuehne absent)

7.5 Discussion and possible action regarding request from the Lampasas County Chamber of Commerce for Hotel Occupancy Tax funds in the amount of \$1,671.00 for advertising expenses related to the Hunters Welcome Event.

Mayor Pro-Tem Williamson moved to approve the request from the Lampasas County Chamber of Commerce for Hotel Occupancy Tax funds in the amount of \$1,671.00 for advertising expenses related to the Hunters Welcome Event, the motion was seconded by Council member Morris and with a unanimous vote, the motion carried. (Kuehne absent)

7.6 Discussion and possible action regarding ratification of funding for emergency purchase of Heating/Cooling Unit at the Lampasas Police Department in the amount of \$5,400.00

Council member Morris moved to approve the ratification of funding for emergency purchase of Heating/Cooling Unit at the Lampasas Police Department in the amount of \$5,400.00, the motion was seconded by Council member Keele and with a unanimous vote, the motion carried. (Kuehne absent)

7.7 Discussion and possible action regarding approval of Veterans Day 5K Event Run Route and Street Closure hosted by Lampasas Run Club (Jackie Bunce)

Council member Morris moved to approve the Veterans Day 5K Run Route and Street Closure as presented by Police Chief Cummings, the motion was seconded by Council member Keele and with a unanimous vote, the motion carried. (Kuehne absent)

7.8 Discussion and possible action regarding procurement of one 2023 Ford Police Interceptor vehicle and one CID vehicle for the Assistant Police Chief in an amount not to exceed \$110,000.00.

Council member Pearce moved to approve the 2023 Police Interceptor from Silsbee in the amount of \$61,111.50 and the CID vehicle in the amount of \$44,716.00 from Silsbee with the understanding the purchase will not exceed \$110,000.00 as budgeted, the motion was seconded by Mayor Pro-Tem Williamson and with a unanimous vote, the motion carried. (Kuehne absent)

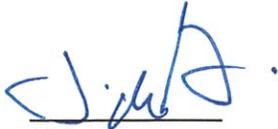
7.9 Discussion and possible action regarding the acceptance of exercise equipment by the Lions Club to be installed at the 580 Sports Park.

Council member Morris moved to approve the acceptance of exercise equipment from the Lions Club to be installed at the 580 Sports Complex, the motion was seconded by Council member Clark and with a unanimous vote, the motion carried. (Kuehne absent)

In discussion Council requested details of installation of equipment, sidewalk, water fountains and extension of electric for security lighting will be brought before Council with costs associated with project including labor and timeline at a later date for further discussion and consideration

7.10 Discussion and possible action regarding reservation procedures and rental fees for the Campbell Park Pavilion.

THIS PAGE INTENTIONALLY LEFT BLANK


City ManagerITEM NO. 7.9

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

Subject:

Discussion and possible action regarding a Memorandum of Understanding between the Texas A&M Engineering Extension Service, the Texas A&M Public Response Team, and the City of Lampasas.

Requested By: Van Sims, WWW Operations Manager

Submitted By: Van Sims, WWW Operations Manager

Date Submitted: February 5, 2024

For the Agenda of: February 12, 2024

Procurement and Funding Statement:

N/A

Attachments:

Summary Statement:

Texas A&M Extension Service (TEEX) is the lead agency for the Emergency Support Function 3 as defined in the State of Texas Emergency Management Basic Plan and is authorized by the Texas Division of Emergency Management to organize, develop, and manage the Texas A&M Public Works Response Team. Under the direction of the Texas Division of Emergency Management, the Texas Public Works Response Team coordinates the state's response to public works and engineering emergencies during declared disasters. The City of Lampasas' Water and Wastewater team has 3 members prepared to serve on the TX-PWRT and help those Texas communities in need during declared disasters. This Memorandum of Understanding is a legal binding agreement between the Texas A&M Public Works Response Team and the City of Lampasas.

Recommendation:

To consider a motion to approve the Memorandum of Understanding and authorize the City Manager to execute and approve all related documents.

**Memorandum of Understanding
Between the Texas A&M Engineering Extension Service,
the Texas A&M Public Works Response Team,
and the Participating Agency/Employer**

This Memorandum of Understanding (MOU) is entered into the 1st day of February 2024 between Texas A&M Public Works Response Team (TX-PWRT), a division of the Texas A&M Engineering Extension Service (TEEX), and the Participating Agency/Employer (Employer): City of Lampasas located in Lampasas, Texas. This MOU is intended to be legally binding on the Parties.

TEEX is the lead agency for Emergency Support Function 3 as defined in the State of Texas Emergency Management Basic Plan and is authorized by the Texas Division of Emergency Management (TDEM) to organize, develop, and manage the Texas A&M Public Works Response Team. Employer desires to provide personnel and/or equipment to serve in TX-PWRT as determined by TEEX. The parties therefore agree as follows:

I. PURPOSE

The purpose of this MOU is to delineate responsibilities and procedures for public work response activities under the authority of the State of Texas Emergency Management Plan

II. SCOPE

The provisions of this MOU apply to:

- A. Public work response activities performed at the request of the State and provided at the option of the Employer and the Member. These activities may be in conjunction with, or in preparation of, a state declaration of disaster.
- B. Training activities mandated by TEEX to maintain TX-PWRT operational readiness.

III. PERIOD OF PERFORMANCE

This MOU begins as of the date of the last party to sign and terminates August 31, 2025, or as described in section IX of this MOU.

IV. DEFINITIONS

For purposes of this MOU, the following definitions apply:

- A. Activation: The process of TEEX mobilizing Members to deploy to a designated disaster site.
- B. Alert: The process of TEEX informing Members that an event has occurred and that TX-PWRT may be activated at some point within the next 24-48 hours.
- C. Backfill: The assignment of personnel by the Employer to meet their minimum level of staffing to replace a deployed Member.
- D. Deactivation: The process of TEEX demobilizing Members upon notification from the State to stand down.
- E. Member: A rostered TX-PWRT member.

- F. Personnel Rehabilitation Period: The period sometimes allowed by the State for Members' rehabilitation to normal conditions of living following activation.
- G. Reasonable Personal Costs: Approved out-of-pocket expenses incurred by a member in performance of his/her duties as a deployed Member.
- H. Rotational Model: Model used to determine which of the three teams (Red, White, Blue) is first up for deployment or on standby for the month.
- I. State: The State of Texas.
- J. TX-PWRT Sponsored Training: Training and/or exercises performed at the direction, control, and funding of TX-PWRT.
- K. TX-PWRT Sanctioned Training: Training and/or exercises performed at the direction, control, and funding of an Employer or Member in order to develop and maintain the TX-PWRT capabilities of the Member and TX-PWRT. TX-PWRT Sanctioned Training must be coordinated with TEEX/TX-PWRT staff and receive written authorization to conduct such training prior to the start of the training.

V. RESPONSIBILITIES

A. TEEX will:

1. Recruit and organize TX-PWRT according to guidelines prescribed in the Emergency Support Function 3 (ESF 3) of the State of Texas Emergency Management Basic Plan
2. Ensure that each Member meets the necessary licensing, certification, or other professional qualification requirements of his/her assigned position.
3. Provide administrative, financial and personnel management to TX-PWRT and perform all financial requirements as set forth in this MOU.
4. Reimburse payroll costs to the Employer for each activated Member and allowable backfill costs as stated in *Section VIII. A. Reimbursement of the Employer* and the *TX-PWRT Standard Pay Policy, Attachment A*.
5. Reimburse equipment use fee for each employer activated piece of equipment as stated in *Section VIII. C. Reimbursement of Employer Equipment* and the TX-PWRT Equipment Reimbursement Schedule by Type, Attachment C.
6. Provide training to Members consistent with the objectives of developing, upgrading, and maintaining individual skills, as identified in the position description requirements, necessary to maintain operational readiness.
7. Develop, implement, and exercise a notification and call-out system for Members.
8. Provide all personal protective equipment and uniform shirts required by TX-PWRT.
9. Provide tools and equipment necessary to conduct safe and effective TX-PWRT operations as listed in the current approved cache list.
10. Maintain all tools and equipment in the TX-PWRT cache in a ready state.
11. Coordinate between the State, the Employer, other relevant governmental and private entities, and the individual Members.
12. Maintain a primary contact list for all Members.

13. Maintain personnel files on all Members for the purposes of documenting training records, emergency notification, and other documentation as required by the State.
 14. Provide a roster of the Employer Members upon execution of this MOU and annually, in the month of July, see *Attachment D*.
 15. Provide a roster of the Employer Equipment upon execution of this MOU and annually, in the month of July, see *Attachment E*.
- B. The Employer will:
1. Provide approval of all its members participation in TX-PWRT training, meetings, and emergency response activities when fiscally reasonable to do so. Agency approval is provided by signing this MOU at the time the Member's administrative documents are submitted.
 2. Maintain a roster of all its personnel participating as Members.
 3. Maintain a roster of all its equipment available for deployment.
 4. Provide a primary point of contact to TEEEX for the purpose of notification of TX-PWRT activities and other matters.
 5. Pay deployed Members in accordance with *Section VIII Administrative, Financial, and Personnel Management and Attachment A, the Public Works Response Team Standard Pay Policy*.
 6. Certify and submit personnel reimbursement claims and requested supporting documentation within 45 days of Deactivation of its Member(s).
 7. Certify and submit equipment reimbursement claims and requested supporting documentation within 45 days of Deactivation of its equipment.
- C. Participation Requirements for Members. Employer must notify TEEEX TX-PWRT if Employer reasonably believes that a member does not meet any of the following:
1. Members must be in good standing with the Employer.
 2. Members must be of good moral character and may not have been convicted of any felony or any other criminal offense involving moral turpitude.
 3. Members serving in a TX-PWRT position that requires the individual to hold a license, registration, certificate, or other similar authorization to lawfully engage in an activity must hold such authorization, which must be current and validly issued.
 4. Members must follow all *TX-PWRT Standard Operating Guidelines (SOG)*
 5. Members must meet medical/fitness standards and be physically capable of performing assigned duties required in the position description requirements for the assigned position in a wide range of environments.
 6. **Members must maintain knowledge, skills, and abilities necessary to operate safely and effectively in the assigned position.**
 7. Members must advise the Employer of TX-PWRT activities that may require time off from work.

8. Members must notify TEEEX of any change in the notification process, i.e., address or phone number changes, and maintain current personnel profile in the “TX-PWRT Personnel Records System.”
9. Members must ensure availability for immediate call-out during the period the Member’s assigned team is first on the rotational model for call-out. Members who are not on the team that is first on the rotational model may be requested to fill the position of another team member who is not available to deploy to ensure the team is fully staffed for the mission.
10. Members must respond immediately to call-out with acceptance or refusal of current mission request and depart within 4 hours from time of call-out to the assigned point of assembly (POA).
11. Members must maintain all equipment issued by TX-PWRT in a ready state and advise TEEEX immediately of any lost, stolen, or damaged items.
12. Members must be prepared to operate in the disaster environment for not less than 14 consecutive days.
13. Members must follow the *TX-PWRT Policies and Procedures* as is currently in effect and as may be amended in the future and available online at <https://teex.org/txpwrt/>.

VI. PROCEDURES

A. Activation

1. Upon request from TDEM for disaster assistance, and/or determination that pre-positioning TX-PWRT is prudent, TEEEX will request activation of TX-PWRT from the State.
2. Upon request or permission from the State for disaster assistance, and/or determination that pre-positioning TX-PWRT is prudent, TEEEX will follow the steps in section VI.B.
3. TEEEX will communicate an Alert and/or activation notices to Members through the call-out system according to the current approved mobilization plan.

B. Mobilization, Deployment and Demobilization

1. TEEEX will notify Members of activation of TX-PWRT.
2. When TX-PWRT responds to such a mobilization request, the Members must depart with all equipment and personal gear to the designated POA within 4 hours of activation notice.
3. Upon arrival at the POA, Members will be provided initial briefings, maps, food, housing, and any other items essential to the initial set-up and support of TX-PWRT.
4. When TX-PWRT is activated, members will provide transportation for themselves and all necessary equipment to the pre-designated point of assembly (POA).
5. Members will provide transportation from the POA to the disaster site and transportation on the return trip.
6. TEEEX will demobilize Members and equipment to the original POA upon completion of the PWRT mission.

C. Management

1. TEEEX maintains overall management, command, and control of all TX-PWRT resources

and operations.

2. Tactical deployment of TX-PWRT will be under the direction of the local Incident Commander and the Task Force Leader(s) assigned to the incident.

VII. TRAINING AND EXERCISES

A. TX-PWRT Sponsored Training

Periodically Members will be requested or required to attend TX-PWRT Sponsored Training. TX-PWRT Sponsored Training will be performed at the direction, control, and funding of TX-PWRT in order to develop the technical skills of Members.

B. TX-PWRT Sanctioned Training

Periodically Members will be required and/or invited to attend PWRT Sanctioned Training. PWRT Sanctioned Training may be performed at the direction, control, and funding of TEEX, the Employer, or the State in order to develop and maintain the capabilities of TX-PWRT.

C. Non-Sponsored and/or Non-Sanctioned Training and Exercises

Non-sponsored and/or non-sanctioned training and/or exercises may be performed at the direction, control and funding of the Employer or Member in order to develop and maintain the capabilities of TX-PWRT.

D. Minimum Training Requirements

Each Member must maintain the skills and abilities identified in the position description requirements. Each Member must attend one of the scheduled Full-Scale exercises or Mobility Exercises and one Regional Training Event annually. Each Member must attend a minimum of 50% of the PWRT Sponsored Training and PWRT Sanctioned Training opportunities provided for his or her assigned TX-PWRT position. Failure to attend a minimum of 50% of those training opportunities will result in dismissal from TX-PWRT. Exceptions may be granted at the discretion of TEEX or the Response Team Leader.

VIII. ADMINISTRATIVE, FINANCIAL, PERSONNEL MANAGEMENT, AND EQUIPMENT MANAGEMENT

A. Reimbursement of the Employer

1. TEEX will reimburse the Employer for each of its employees activated as a member for payroll and associated costs during the Members' participation in State disaster deployments. This reimbursement will be in accordance with the *TX-PWRT Pay Policy* and will require the Employer to submit supporting documentation to TEEX prior to reimbursement.
2. TEEX will reimburse the Employer for the cost of Backfilling Members while activated. This will consist of expenses generated by the replacement of a deployed Member on his/her normally scheduled duty period/day. Backfill costs incurred by the Employer will be reimbursable only to the extent that the costs are in excess of the costs that would have been incurred had the Member not been deployed. TEEX cannot pay for hours Backfilled other than those that coincide with a member's scheduled on-duty hours. Backfill reimbursement is available only for positions that are normally Backfilled by the Employer.
3. TEEX will reimburse the Employer for salaries and backfill expenses of any deployed Member who would be required to return to regularly scheduled duty during the Personnel Rehabilitation Period described in the demobilization order. If the deployed Member's regularly scheduled shift begins or ends within the identified Personnel Rehabilitation Period, the Employer may give the deployed Member that time off with pay and backfill his/her position. If Members use time from a paid leave bank during the Personnel Rehabilitation Period, or if a member is not normally scheduled to work

during the identified Personnel Rehabilitation Period, then no reimbursement will be made for that Member. TEEEX will determine the Personnel Rehabilitation Period that will apply to each deployment based on the demobilization order for that deployment.

B. Other Reimbursements

1. TEEEX will reimburse Members for Reasonable Personal Costs associated with operations and maintenance of TX-PWRT during a State activation. Itemized receipts are required and should not include Texas Hotel Occupancy taxes, alcohol, tips, or gratuities. All receipts must be submitted to the TEEEX-ITSI Business Office within 15 days of Deactivation.
2. TEEEX will reimburse Members for reasonable travel costs associated with approved training in accordance with the established *TX-PWRT travel policy*. Itemized receipts are required and should not include Texas Hotel Occupancy taxes as they are not reimbursable. Receipts should be submitted to the TEEEX-ITSI Business Office within 15 days from the end of the trip.
3. TEEEX will reimburse on a replacement basis for emergency procurement of TX-PWRT materials, equipment and supplies purchased and used or consumed by Members in providing requested assistance. Advance approval by TX-PWRT leadership must be obtained and itemized receipts for such items must be submitted to TEEEX. Such materials, equipment and supplies are the property of TEEEX and must be returned to TEEEX upon deactivation or return from training.
4. No Member or the Employer will be reimbursed for costs incurred by activations that are outside the scope of this MOU.
5. All financial commitments herein are made subject to availability of funds from the State.
6. TEEEX will perform all duties of an employer in relation to a member who is injured and eligible to receive benefits under *Chapter 501 of the Texas Labor Code*.

C. Reimbursement of Employer Equipment

1. TEEEX will reimburse the Employer **for actual hours used** of each piece of equipment utilized and associated costs during the Employer's participation in State deployments. This reimbursement will be in accordance with the *TX-PWRT Equipment Reimbursement Schedule by Type* and will require the Employer to submit supporting documentation to TEEEX prior to reimbursement. For Equipment Fee schedule see: <https://www.fema.gov/assistance/public/schedule-equipment-rates>
2. TEEEX will reimburse on a reasonable basis for emergency repairs of equipment and supplies purchased and used or consumed by Employer in providing requested assistance. Advance approval by TX-PWRT leadership must be obtained and itemized receipts for such items must be submitted to TEEEX.
3. No Employer will be reimbursed for costs incurred by activations that are outside the scope of this MOU.
4. All financial commitments herein are made subject to availability of funds from the state.

IX.CONDITIONS, AMENDMENTS, AND TERMINATION

- A. This MOU may be modified or amended only with the signed written agreement of both parties, and all amendments will be incorporated into this MOU.

- B. Any party, upon 30 day written notice, may terminate this MOU.
- C. TEEEX complies with the provisions of *Executive Order 11246 of Sept. 24, 1965, as amended* and with the rules, regulations, and relevant orders of the Secretary of Labor. To that end, TEEEX will not discriminate against any employee or Member on the grounds of race, color, religion, sex, or national origin. In addition, the use of state or federal facilities, services, and supplies will be compliant with regulations prohibiting duplication of benefits and guaranteeing nondiscrimination. Distribution of supplies, provisions of technical assistance and other relief assistance activities will be accomplished in an equitable and impartial manner, without discrimination on a basis prohibited by Texas or federal law or on a basis of economic status.

X. LIABILITY AND WORKERS' COMPENSATION FOR STATE ACTIVATION /AND TRAINING

- A. During any period in which TX-PWRT is activated by the State, or during any TX-PWRT Sponsored Training or TX-PWRT Sanctioned Training, Members who are not employees of a member of The Texas A&M University System or another agency of the State will be included in the coverage provided under *Chapter 501 of the Texas Labor Code* in the same manner as an employee, as defined by *Section 501.001*. Services with TX-PWRT by an activated Member who is a state employee are considered to be in the course and scope of the employee's regular employment with the State.

XI. LIABILITY AND WORKERS' COMPENSATION FOR NON-SPONSORED/SANCTIONED TRAINING

- A. During non-TX-PWRT training and exercises, Members who are not employees of a member of The Texas A&M University System or another agency of the State will not be included in the same workers' compensation coverage afforded Members that are activated or attending TX-PWRT Sponsored Training or TX-PWRT Sanctioned Training.

XII. GENERAL PROVISIONS

- A. The Constitution and the substantive laws of the State (and not its conflicts of law principles) govern all matters arising out of or relating to this MOU and all the transactions it contemplates.
- B. No employer-employee, partnership, agency, or joint venture relationship is created by this MOU or by Member or Employer's service to TEEEX. Neither party may bind the other or otherwise act in any way as the representative of the other, unless otherwise expressly agreed to in a writing signed by authorized representatives of both parties before any such act or representation.
- C. Any provision of this MOU that conflicts with a law or regulation of the United States or the State is null and void to the extent of the conflict.
- D. Any notices required or permitted under this MOU will be deemed given (a) three business days after it is sent by certified or registered mail, return receipt requested, (b) the next business day after it is sent by overnight carrier, (c) on the date sent by facsimile or email transmission with confirmation of transmission and receipt, if sent during the recipient's normal business hours and if not, on the next business day, or (d) on the date of delivery if delivered personally, and in each case, addressed to the intended recipient at the address below or such other address as the intended recipient may specify in writing:

- a. TEEEX: TEEX TX-PWRT, 200 Technology Way, College Station, TX 77845-3424
- b. Employer: City of Lampasas, 312 E 3rd, Lampasas, TX 76550
- E. This MOU is assignable only with the written consent of both parties.
- F. TEEEX is an agency of the state of Texas and under the Constitution and the laws of the state of Texas possesses certain rights and privileges, is subject to certain limitations and restrictions, and only has authority as is granted to it under the Constitution and the laws of the state of Texas. Employer expressly acknowledges that TEEEX is an agency of the state of Texas. Nothing in this MOU waives or relinquishes either party's right to claim any exemptions, privileges, and immunities as may be provided by law.
- G. The failure of either party at any time to require performance by the other party of any provision of this MOU will in no way affect the right to require such performance at any time thereafter nor will the waiver by either party of a breach of any provision be taken or held to be a waiver of any succeeding breach of such provision or as a waiver of the provision itself.
- H. Each provision of this MOU is severable. If any provision is rendered invalid, illegal, or unenforceable by statute or regulations or declared null and void by any court of competent jurisdiction, the remaining provisions will remain in full force and effect as if such invalid, illegal, and unenforceable provision had never been contained herein.
- I. If either party fails to fulfill its obligations under this MOU, when such failure is due to an act of God, or other circumstance beyond its reasonable control, including but not limited to fire, flood, civil commotion, riots, war, revolution, acts of foreign or domestic terrorism, employee strikes, epidemics, sabotage embargos, or any other circumstances of like character (force majeure occurrence), then the other party will excuse the failure for the duration of the event and for such a time as is reasonable to enable the parties to resume performance under this MOU, provided however, that in no event will such time extend for more than 30 days.
- J. Employer acknowledges that TEEEX is obligated to strictly comply with the Texas Public Information Act, Chapter 552, *Texas Government Code*, in responding to any request for public information pertaining to this MOU, as well as any other disclosure of information required by applicable Texas law.
- K. Each Party acknowledges that all rights in any trademarks, service marks, slogans, logos, designs, and other similar means of distinction associated with that Party (its "Marks"), including all goodwill pertaining to the Marks, are the sole property of that Party. Neither Party may use the Marks of the other without the advance written consent of that Party, except that each Party may use the name of the other Party in factual statements that, in context, are not misleading.
- L. Pursuant to Section 85.18(b), Texas Education Code, venue for a suit filed against TEEEX is in the county in which the primary office of the chief executive officer of TEEEX is located. At the execution of this MOU, such county is Brazos County, Texas.
- M. This MOU along with any attachments constitute the entire understanding between the parties as to the matters contained in this MOU and supersedes all other written and oral agreements between the parties as to those matters. The parties may execute agreements, but those will not alter this MOU unless expressly stated in writing.

SIGNATURES TO FOLLOW ON NEXT PAGE

Attachment A
Public Works Response Team
Standard Pay Policy

I. Scope

The provisions of this policy apply to all TX-PWRT members and Texas A&M Engineering Extension Service (TEEX) personnel assigned to the TX-PWRT program.

II. Purpose

The purpose of this document is to delineate the policy and procedures for payment and/or reimbursement of payroll expenses to include salaries/wages and associated fringe benefits incurred during all federal and state activations of a TX-PWRT member.

III. Pay Rate

- A. TX-PWRT will reimburse the Employer for the participation of each of their activated TX-PWRT members at the current hourly rate or salary at the time of deployment and identified on the payroll printout provided by the Employer requesting salary reimbursement. TX-PWRT may also reimburse the Employer for the allocable portion of fringe benefits paid to or on behalf of the TX-PWRT member during the period of activation. Member work schedules, payroll policies, payroll and benefit documentation must be retained by the Employer for a period of three years following the final payment to TEEX by TDEM in accordance with 2 CRF 200.333 – Retention Requirements for Records. TEEX will notify Employers when payment has been made.
- B. As an affiliated member, TX-PWRT members who are self-employed or not employed by an Employer will be paid at a rate identified with his/her TX-PWRT position. The affiliated member's 40-hour workweek will begin upon activation. The affiliated member will receive the standard base rate of pay for the first 40 hours worked within each workweek of a deployment. Hours in excess of 40 hours each week will be paid at 1 ½ time the member's base rate of pay. Affiliated members are not eligible for Personnel Rehabilitation pay.
- C. TEEX employees with positions on TX-PWRT will be paid in accordance with Section IV below. Payroll printouts and fringe benefits documentation will be included in the reimbursement process.

IV. Deployment Work Shift

- A. Every day is considered a workday during the Deployment until the activation is over, and the PWRT returns to its original Point of Assembly (otherwise known as "portal to portal"). Therefore, Saturday, Sunday, holidays, and other scheduled days off are also considered workdays during the period of activation.
- B. All individuals are assured pay for base hours of work, mobilization and demobilization, travel, or standby at the appropriate rate of pay for each workday.
- C. During the deployment period from activation through de-activation, all FLSA-exempt and non-FLSA exempt TX-PWRT members will receive the standard base rate of pay for all hours they are scheduled to be on duty during a workday. A workday is defined from midnight to midnight. Additional hours during this day not scheduled on duty will be compensated in accordance with 44 CFR 208.39 and Employer pay policies. Kelly days are considered off duty hours.
- D. 44 CFR 208.39 allows Participating Agency/Employers whose members follow the Public Safety Exemption 29 U.S.C. 207(k) have the option of converting deployed members to a standard FLSA 40-hour week during the deployment period. The conversion does not apply to backfill or rehab time.

V. Ordered Standby

Compensable standby will be limited to those times when an individual is held, by direction or orders, in a specific location, fully outfitted and ready for assignment.

Attachment C
Public Works Response Team
FEMA Schedule of Equipment Rates

<https://www.fema.gov/assistance/public/tools-resources/schedule-equipment-rates>

Attachment E
Public Works Response Team
Equipment Roster

IV. Scope

ATTACHMENT 'E' will be used for all Member Employer's equipment that deploys with TX-PWRT Members during activation. Texas A&M Engineering Extension Service (TEEX) will reimburse the Member Employer for each hour of use of each piece of equipment committed to the TX-PWRT program during team deployments based on the most current version of the "FEMA Schedule of Equipment Rates" – See Attachment 'C'.

V. Purpose

The purpose of this document is to provide a list of equipment that may be assigned for the use of the TX-PWRT during deployments. This list of equipment is provided; 1.) upon the date of the original signing of this MOU; 2.) upon deployment of the TX-PWRT; and 2.) each July thereafter, or until the MOU terminates.

VI. Equipment List

City of Lampasas, Texas

Date of Deployment	Equipment Description	Equipment ID#	Date of Demobilization	Notes

Use extra sheets if necessary.

THIS PAGE INTENTIONALLY LEFT BLANK


City ManagerITEM NO. 7.10

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

Subject:

Discussion and possible action to deem a Cemetery Department 2000 Ford Pickup Truck as surplus and dispose of as State Law allows.

Requested By: Chris Eicher, Parks Director

Submitted By: Chris Eicher, Parks Director

Date Submitted: February 6, 2024

For the Agenda of: February 12, 2024

Procurement and Funding Statement:

Attachments:

Summary Statement:

This truck has served the cemetery well. It has 82,283 miles on it. It currently does not run and has been out of service since 2022. Possible repairs may include the flywheel and/ or starter and the driver side front seat is unserviceable.

Recommendation:

To consider a motion to deem a Cemetery Department 2000 Ford Pickup Truck as surplus and dispose of as State Law allows.

Vehicle Inspection Form

Inventory ID:	Asset Number:	Fair Market Value:																	
Short Description: Year <u>2006</u> Make <u>FORD</u> Model <u>1/2 ton pick-up</u>																			
VIN: <table border="1" style="display: inline-table; border-collapse: collapse; text-align: center;"> <tr><td>1</td><td>F</td><td>T</td><td>R</td><td>X</td><td>1</td><td>7</td><td>W</td><td>4</td><td>Y</td><td>N</td><td>B</td><td>6</td><td>5</td><td>5</td><td>3</td><td>5</td></tr> </table> Title Restriction: <input type="checkbox"/> Y <input type="checkbox"/> N		1	F	T	R	X	1	7	W	4	Y	N	B	6	5	5	3	5	
1	F	T	R	X	1	7	W	4	Y	N	B	6	5	5	3	5			
Odometer: <table border="1" style="display: inline-table; border-collapse: collapse; text-align: center;"> <tr><td>8</td><td>2</td><td>2</td><td>8</td><td>3</td></tr> </table> <input checked="" type="checkbox"/> Miles <input type="checkbox"/> Kilometers Odometer Accurate <input checked="" type="checkbox"/> Y <input type="checkbox"/> N:		8	2	2	8	3													
8	2	2	8	3															
Long Description:																			
This Vehicle: <input type="checkbox"/> Starts <input type="checkbox"/> Starts with a Boost & <input type="checkbox"/> Runs/Driveable <input type="checkbox"/> Engine Runs <input checked="" type="checkbox"/> Does Not Run <input type="checkbox"/> For Parts Only																			
Engine- Type: <u>4.6L, V 8</u> <input checked="" type="checkbox"/> Gas <input type="checkbox"/> Diesel Engine <input type="checkbox"/> Propane/Natural Gas <input type="checkbox"/> Gas/Electric Hybrid																			
Engine Condition: <input type="checkbox"/> Runs <input checked="" type="checkbox"/> Needs repair <input type="checkbox"/> is in unknown condition																			
Repairs needed: <u>possible flywheel/starter</u>																			
This vehicle was maintained every _____ <input type="checkbox"/> Days <input type="checkbox"/> Hours <input type="checkbox"/> Miles																			
Date Removed From Service: <u>2022</u> Maintenance Records: <input type="checkbox"/> Available <input type="checkbox"/> Not Available For Inspection																			
Transmission: <input checked="" type="checkbox"/> Automatic <input type="checkbox"/> Manual ___ Speed Condition: <input type="checkbox"/> Operable <input type="checkbox"/> Needs repair <input type="checkbox"/> Is Unknown Condition																			
Repairs Needed: _____																			
Drivetrain: <input checked="" type="checkbox"/> 2 Wheel Drive <input type="checkbox"/> 4 Wheel Drive Condition: _____																			
Exterior: Color: <u>white</u> Windows: <input type="checkbox"/> No Cracked Glass <input type="checkbox"/> Cracked _____																			
Minor: <input checked="" type="checkbox"/> Dents <input checked="" type="checkbox"/> Scratches <input checked="" type="checkbox"/> Dings Tire Condition: <u>Fair</u> Tread: _____ #Flat _____ Hubcaps # _____																			
Major Damage to: _____																			
Additional Damage: _____																			
Decals: <input type="checkbox"/> None <input type="checkbox"/> Have Been Sprayed or <input type="checkbox"/> Have been Removed & <input type="checkbox"/> Impressions Remain <input type="checkbox"/> No Impressions																			
Emergency equip: <input checked="" type="checkbox"/> None <input type="checkbox"/> Has been removed & <input type="checkbox"/> There are holes in the exterior <input type="checkbox"/> There are no holes																			
Interior: Color <u>Blue</u> <input type="checkbox"/> Cloth <input checked="" type="checkbox"/> Vinyl <input type="checkbox"/> Leather																			
Damage to Seats: <u>Driver side front seat unsewable</u>																			
Damage to Dash/Floor: _____																			
Radio: <input checked="" type="checkbox"/> Stock or <input type="checkbox"/> Brand & Model: _____ <input type="checkbox"/> AM <input checked="" type="checkbox"/> AM/FM <input type="checkbox"/> AM/FM Cassette <input type="checkbox"/> AM/FM CD																			
<input checked="" type="checkbox"/> AC (Condition: <input checked="" type="checkbox"/> Cold <input checked="" type="checkbox"/> Unknown) <input type="checkbox"/> No AC Air Bags: <input type="checkbox"/> Driver's Side <input checked="" type="checkbox"/> Dual																			
<input type="checkbox"/> Cruise Control <input type="checkbox"/> Tilt Steering <input type="checkbox"/> Remote Mirrors <input type="checkbox"/> Climate Control																			
Power: <input checked="" type="checkbox"/> Steering <input type="checkbox"/> Windows <input type="checkbox"/> Door Locks <input type="checkbox"/> Seats																			
Additional Equipment: _____																			
Manufacturer _____ Model _____ Serial # _____																			
<input type="checkbox"/> Tool Box <input type="checkbox"/> Light Bar <input type="checkbox"/> Ladder Rack <input type="checkbox"/> Utility Body: Brand _____ <input type="checkbox"/> Hitch: Type _____																			
Location of Asset: <u>Cemetery Oak Hill Lampasas</u>																			
For more information contact: <u>Duane Griffith 512-734-1331</u>																			
Reminder: Do not close items on or surrounding a Holiday, on Friday nights, or Weekends. Stagger closing times by 10 minutes.																			



City Manager

ITEM NO. 7.11

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

Subject:

Discussion and possible action to deem a Parks Department 1999 Ford F250 Pickup Truck as surplus and dispose of as State Law allows.

Requested By: Chris Eicher, Parks Director

Submitted By: Chris Eicher, Parks Director

Date Submitted: February 6, 2024

For the Agenda of: February 12, 2024

Procurement and Funding Statement:

Attachments:

Summary Statement:

Another truck that has well served its purpose for the parks crew. The truck has 146,263 miles on it. While it currently does not run, the vehicle was maintained every 3,000 miles. The truck was driven daily until it was placed out of service in September of 2023. It has a possible electrical or ignition issue.

Recommendation:

To consider a motion to deem a Parks Department 1999 Ford F250 Pickup Truck as surplus and dispose of as State Law allows.

Vehicle Inspection Form

Inventory ID:	Asset Number:	Fair Market Value:
Short Description: Year <u>1999</u> Make <u>FORD</u> Model <u>F250 REG CAB</u>		
VIN: <u>1FDNF20L3XEE76925</u> Title Restriction: <input type="checkbox"/> Y <input type="checkbox"/> N		
Odometer: <u>146263</u> <input checked="" type="checkbox"/> Miles <input type="checkbox"/> Kilometers Odometer Accurate <input checked="" type="checkbox"/> Y <input type="checkbox"/> N: _____		
Long Description:		
This Vehicle: <input type="checkbox"/> Starts <input type="checkbox"/> Starts with a Boost & <input type="checkbox"/> Runs/Driveable <input type="checkbox"/> Engine Runs <input checked="" type="checkbox"/> Does Not Run <input type="checkbox"/> For Parts Only		
Engine- Type: <u> </u> L, V <u> </u> <input checked="" type="checkbox"/> Gas <input type="checkbox"/> Diesel Engine <input type="checkbox"/> Propane/Natural Gas <input type="checkbox"/> Gas/Electric Hybrid		
Engine Condition: <input type="checkbox"/> Runs <input type="checkbox"/> Needs repair <input checked="" type="checkbox"/> is in unknown condition		
Repairs needed: _____		
This vehicle was maintained every <u>3k</u> <input type="checkbox"/> Days <input type="checkbox"/> Hours <input checked="" type="checkbox"/> Miles		
Date Removed From Service: <u>09/23</u> Maintenance Records: <input type="checkbox"/> Available <input type="checkbox"/> Not Available For Inspection		
Transmission: <input checked="" type="checkbox"/> Automatic <input type="checkbox"/> Manual <u> </u> Speed Condition: <input type="checkbox"/> Operable <input type="checkbox"/> Needs repair <input checked="" type="checkbox"/> Is Unknown Condition		
Repairs Needed: <u>ELECTRICAL - POSSIBLE IGNITION ISSUE</u>		
Drivetrain: <input checked="" type="checkbox"/> 2 Wheel Drive <input type="checkbox"/> 4 Wheel Drive Condition: <u>UNKNOWN</u>		
Exterior: Color: <u>WHITE</u> Windows: <input checked="" type="checkbox"/> No Cracked Glass <input type="checkbox"/> Cracked _____		
Minor: <input checked="" type="checkbox"/> Dents <input checked="" type="checkbox"/> Scratches <input checked="" type="checkbox"/> Dings Tire Condition: <u>GOOD</u> Tread: <u>OK</u> #Flat <u> </u> Hubcaps # <u> </u>		
Major Damage to: <u> </u>		
Additional Damage: <u> </u>		
Decals: <input type="checkbox"/> None <input type="checkbox"/> Have Been Sprayed or <input type="checkbox"/> Have been Removed & <input checked="" type="checkbox"/> Impressions Remain <input type="checkbox"/> No Impressions		
Emergency equip: <input checked="" type="checkbox"/> None <input type="checkbox"/> Has been removed & <input type="checkbox"/> There are holes in the exterior <input type="checkbox"/> There are no holes		
Interior: Color <u>GRAY</u> <input type="checkbox"/> Cloth <input checked="" type="checkbox"/> Vinyl <input type="checkbox"/> Leather		
Damage to Seats: <u>MINOR</u>		
Damage to Dash/Floor: <u>MINOR</u>		
Radio: <input checked="" type="checkbox"/> Stock or <input type="checkbox"/> Brand & Model: _____ <input type="checkbox"/> AM <input type="checkbox"/> AM/FM <input type="checkbox"/> AM/FM Cassette <input type="checkbox"/> AM/FM CD		
<input checked="" type="checkbox"/> AC (Condition: <input checked="" type="checkbox"/> Cold <input type="checkbox"/> Unknown) <input type="checkbox"/> No AC Air Bags: <input type="checkbox"/> Driver's Side <input type="checkbox"/> Dual		
<input type="checkbox"/> Cruise Control <input type="checkbox"/> Tilt Steering <input type="checkbox"/> Remote Mirrors <input type="checkbox"/> Climate Control		
Power: <input type="checkbox"/> Steering <input type="checkbox"/> Windows <input type="checkbox"/> Door Locks <input type="checkbox"/> Seats		
Additional Equipment: _____		
Manufacturer _____ Model _____ Serial # _____		
<input type="checkbox"/> Tool Box <input type="checkbox"/> Light Bar <input type="checkbox"/> Ladder Rack <input type="checkbox"/> Utility Body: Brand _____ <input type="checkbox"/> Hitch: Type _____		
Location of Asset: <u>CITY OF CAMPAHAS PARKS DEPT.</u>		
For more information contact: <u>JESSIE ACOSTA (512) 564-0135</u>		
Reminder: Do not close items on or surrounding a Holiday, on Friday nights, or Weekends. Stagger closing times by 10 minutes.		


City Manager

ITEM NO. 7.12

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

Subject:

Discussion and possible action regarding the acknowledgment of Concert sponsored by First Texas Bank and managed by Lampasas Association for the Arts (“LAFTA”) on the Courtyard Square Bandstand on April 7, 2024 from 7:00 p.m.-Midnight.

Requested By: Jody Cummings, Police Chief

Submitted By: Jody Cummings, Police Chief

Date Submitted: February 6, 2024

For the Agenda of: February 12, 2024

Procurement and Funding Statement:

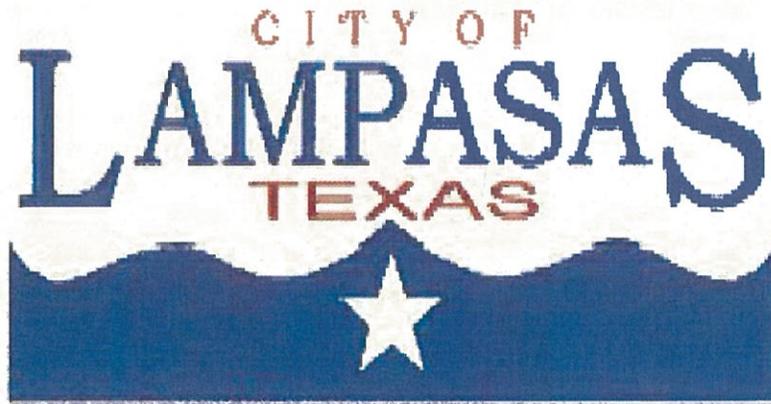
Attachments:

Summary Statement:

Community members have worked together to plan a free concert on the Courtyard Square Bandstand. Bob Willis and the Texas Playboys are scheduled to perform from 7:00 p.m. until 10:30 p.m. The organizers are anticipating approximately 200-300 attendees and have requested that the parking lot surrounding the bandstand be roped off to accommodate the crowd. At this time there has been no request to block off Third Street, Pecan or Live Oak; however, for safety reasons if it becomes necessary Staff would like the latitude to do so. This event will take place on Sunday April 7, 2024. The organizers have received permission from the County to host this event. Lampasas Police Officers and/or Security has not been requested or hired for this event; but extra patrol will be in the area. Members of LAFTA, City Staff, and Citizens Police Academy Alumni Association (CPAAA) will be available to assist with cones, barricades and anything else that may be needed.

Recommendation:

To consider a motion to acknowledge the concert on the Courtyard Square Bandstand managed by LAFTA and provide latitude for Staff and the Police Department to close streets should the need arises due to increase in attendance to ensure safety.



Special Events Application

Event Information			
Event Name <i>Bob With Texas Playboys Concert</i>		Application Date <i>1/30/2024</i>	
Event Starting Date <i>April 7, 2024</i>	Event Starting Time <i>7:00 PM</i>	Event Ending Date <i>April 7, 2024</i>	Event Ending Time <i>11:59 PM</i>
Sponsor Information			
Sponsor is defined as the Organization, Business or Individual who has primary responsibility for the management of this event.			
Sponsor Name / Group Name <i>Lampasas Association for the Arts</i>			
Address <i>P.O. Box #16</i>		Telephone <i>512-296-4385</i>	
City <i>Lampasas</i>	State <i>TX</i>	Zip <i>76500</i>	
Sponsors Primary Contact <i>Tom Welch</i>		Telephone <i>512-296-4385</i>	

Special Event Requirements and Procedures

1. Application Submission

- a. Permit requests must be submitted at least **45 days** prior to the date of the event.

2. Special Considerations

- a. It shall be unlawful to consume alcoholic beverages without a permit in all areas of the public parks and sports and recreation facilities, including park roads, parking areas and restrooms. The designated playing area of the Hancock Park Golf Course (defined as the portion of the course actually used for the game of golf) shall be excluded from this requirement.
- b. If the event is being held on leased property, evidence of approval by the landlord or property manager may be required. It is strongly suggested that event sponsors provide evidence of that approval. The City of Lampasas may contact landlords to confirm approval of the event prior to issuing the permit.

3. Equipment Requests

- a. Event organizers are responsible for the pickup and return of all city owned equipment (ie. Cones / barricades) unless other arrangements are authorized by city staff.
- b. Sponsors may be responsible for replacing equipment that is lost, damaged or destroyed.
- c. Event sponsors are responsible for equipment set up at the designated time and tear down immediately following the event or as instructed by city staff. Event diagrams must be followed.

4. Conference Requirement

- a. If requested by the Police Chief or designee, the sponsor may be asked to attend a meeting with them or City Council in order to clarify or offer suggestions concerning the proposed event.

5. During the Event – Sponsors Must

- a. Keep fire lanes and streets accessible to emergency vehicles.
- b. Comply with all applicable laws and ordinances as well as conditions placed upon the event.
- c. Be present or have a representative who has been designated in this application be present throughout the entire course of the event.

6. Following the event

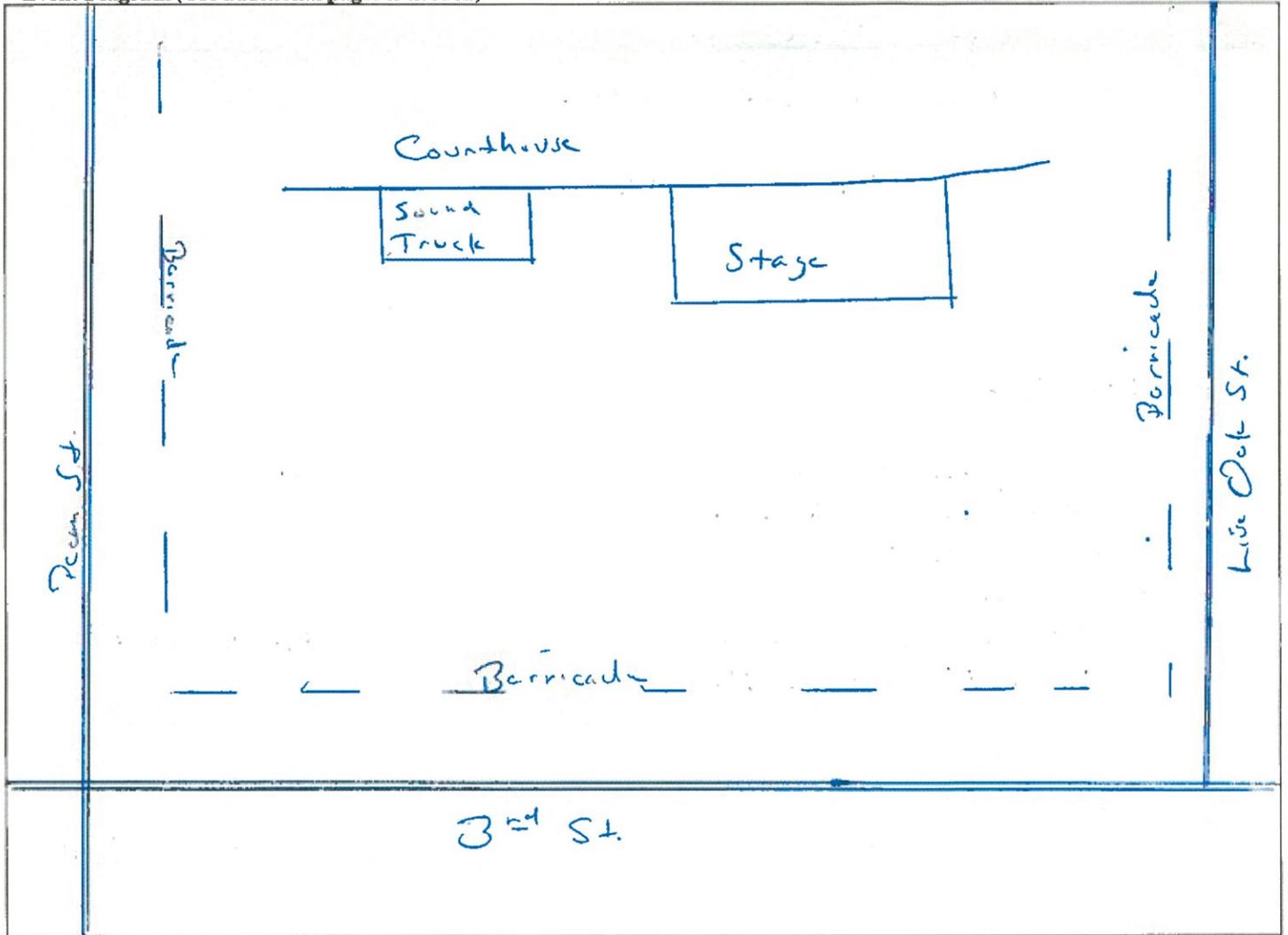
- a. Event sponsors are responsible for the removal of all trash, litter, garbage and debris from the event area as well as from any public or private property in the vicinity of the event. This clean up must be done at the conclusion of the event.

7. Permit Revocation

- a. Representatives of the city may revoke the special event permit if the event sponsors, staff or attendees violate any state laws or local ordinances, or if the event creates a risk to public safety or level of nuisance such that a breach of peace may occur.
- b. The permit may also be revoked if the event sponsor and or sponsor designees are impaired to the level that they are unable to control their guests / attendees or provide a continuing safe venue for the event.
- c. The City will not be responsible for loss of income or expenses incurred by the sponsor if the permit is revoked.

EVENT TYPE / DESCRIPTION			
<input type="checkbox"/> Street Closure Event <input type="checkbox"/> Party/Event Registration <input type="checkbox"/> Parade <input type="checkbox"/> Assembly/Outdoor Music at Ruth Eakin Theater <input checked="" type="checkbox"/> Other (describe) <u>Open air concert</u>			
Event Location / Route <u>County Courthouse Stage</u>			
Purpose of the Event (Describe event) <u>Free entertainment</u>			
Number expected to attend <u>200-300</u>		Number of Event Staff <u>6</u>	
SPONSOR'S REPRESENTATIVE(S)			
Name <u>Tom Welch</u>		Home Phone <u>-</u>	
Address <u>408 W 3rd St</u>		Work Phone <u>-</u>	
City / State / Zip <u>Lampasas, TX 76550</u>		Cell Phone <u>512-286-4385</u>	
Email Address <u>tom.welch@yahoo.com</u>		Other Phone <u>-</u>	
Name <u>Boyer Cabaniss</u>		Home Phone <u>-</u>	
Address <u>408 W 3rd St</u>		Work Phone <u>-</u>	
City / State / Zip <u>Lampasas, TX 76550</u>		Cell Phone <u>512-466-5914</u>	
Email Address <u>Panaction1@gmail.com</u>		Other Phone <u>-</u>	
SERVICES/EQUIPMENT NEEDED			
My Event will have or need the following: (Check all that apply)			
Traffic Control / Other Equipment			
<input checked="" type="checkbox"/> Barricades	<input type="checkbox"/>	<input checked="" type="checkbox"/> Traffic Cones	<input checked="" type="checkbox"/> Police Officers <u>Is available</u>
Tents / Temporary Structures			
Will Tents be used	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	#	Sizes
Will other Temporary Structures be used	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	Describe	
Will electricity need to be provided	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	How?	<u>Sound and light equipment</u>
Will water need to be provided	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	How?	
ALCOHOL			
Alcohol Permit Required	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	Date Applied	# of Officers _____ @ \$ _____ / hour
<small>(Permit required if alcohol consumed or possessed in public park / sports recreational facility)</small>			
Temporary Liquor License Applied for	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	Date Applied	
MUSIC			
Starting Time <u>7:00 pm</u>	Ending Time <u>10:30 pm</u>	# of Acts <u>2</u>	Music Type <u>Western Swing</u>
# Sound Amplification Equipment to be used <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		Maximum Amps Available	
OTHER			
Has this event been held before <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		If Yes, when?	
I have reviewed the Special Events Requirements and Procedures and accept the responsibilities associated with this event. I have provided a diagram with this application. I request approval of this event.			
<u>Tom Welch</u> Signature of Representative			<u>1/20/24</u> Date

Event Diagram (Use additional pages if needed)



APPROVAL						
Officers Scheduled	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	# of Officers _____	Equipment Scheduled	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
Lieutenant Signature	<i>Chuck [unclear]</i>			Date	<i>02/01/24</i>	
Chief of Police Signature	<i>[Signature]</i>			Date	<i>2/2/24</i>	
Comments:						

THIS PAGE INTENTIONALLY LEFT BLANK


City Manager

ITEM NO. 7.13

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

Subject:

Discussion and possible action regarding Solid Waste Request for Proposals.

Requested By: Becky Sims, City Secretary

Submitted By: Becky Sims, City Secretary

Date Submitted: February 7, 2024

For the Agenda of: February 12, 2024

Procurement and Funding Statement:

N/A

Attachments:

Summary Statement:

In February 2017, the city published a Request for Proposals for Solid Waste Providers and received proposals from five firms with an interest in serving the City of Lampasas. At that time, Waste Connections was the selected firm to replace the current provider which was Waste Management. In 2020, we opted to extend the Waste Connections Contract for an additional 5 years as stated in the contract. The current contract with Waste Connections is up for renewal in May 2025. At Council direction, Staff is comfortable with utilizing the Request for Proposal document used previously for the same level of current services, and commercial options.

Recommendation:

To consider a motion to seek qualified firms for Solid Waste Providers or to renew the existing contract with Waste Connections.

THIS PAGE INTENTIONALLY LEFT BLANK



Chris Felan
Vice President
Rates & Regulatory Affairs

January 24, 2024

City Official

Re: Rider GCR - Rate Filing under Docket No. 10170

Enclosed is Atmos Energy Corp., Mid-Tex Division's Statement of Rider GCR applicable for the February 2024 billing periods. This Statement details the gas cost component of the residential, commercial, and industrial sales rates for customers within your city. This filing is for informative purposes only and no action is required on your city's part.

Should you have any questions, please let me know.

Sincerely,

A handwritten signature in black ink that reads "Chris Felan".

Chris Felan
Vice President, Rates and Regulatory Affairs
Atmos Energy, Mid-Tex Division

Attachment

ATMOS ENERGY CORPORATION
MID-TEX DIVISION
STATEMENT OF RIDER GCR
February, 2024
PREPARED IN ACCORDANCE WITH
GAS UTILITIES DOCKET NO. 10170

Part (a) - Mid-Tex Commodity Costs

Line	(a)	(b)	Btu Factor	Per MMBtu
1	Estimated Gas Cost per Unit:	\$0.36915		
2	Estimated City Gate Deliveries:	216,157,090		
3	Estimated Gas Cost	\$79,794,390		
4	Lost and Unaccounted For Gas %	2.5932%		
5	Estimated Lost and Unaccounted for Gas	\$2,069,228		
6	Total Estimated City Gate Gas Cost:	\$81,863,618		
7	Estimated Sales Volume:	255,825,380		
8	Estimated Gas Cost Factor - (EGCF)	0.32000		
9	Reconciliation Factor - (RF):	(0.00959)		
10	Taxes (TXS):	0.00000		
11	Adjustment - (ADJ):	0.00000		
12	Gas Cost Recovery Factor - (GCRF) (Taxable)	0.31041 per Ccf	0.1005	\$3.0887
13	Customer Rate Relief - (CRR) (Non-Taxable)	0.11000 per Ccf	0.1005	\$1.0945

Part (b) - Pipeline Services Costs

Line	(a)	(b)	(c)	(d)	(e)
14	Fixed Costs				
15	Fixed Costs Allocation Factors [Set by GUD 10170]	100.0000%	64.3027%	30.5476%	5.1497%
16	a. Current Month Fixed Costs of Pipeline Services	\$52,724,270	\$3,903,129	\$16,105,999	2,715,142
17	b. Plus: Second Prior Month Recovery Adjustment	\$0	\$0	\$0	\$0
	Net Fixed Costs	\$52,724,270	\$3,903,129	\$16,105,999	\$2,715,142
18	Commodity Costs				
19	a. Estimated Commodity Cost of Pipeline Services	\$3,410,991	2,090,969	1,029,090	290,932
20	b. Plus: Second Prior Month Recovery Adjustment	\$0	\$0	\$0	\$0
	Net Commodity Cost of Pipeline Services	\$3,410,991	\$2,090,969	\$1,029,090	\$290,932
21	Total Estimated Pipeline Costs (Line 16 + Line 19)	\$56,135,261	\$35,994,098	\$17,135,089	\$3,006,074
22	Estimated Billed Volumes		71,307,850 Ccf	46,416,210 Ccf	4,956,339 MMBtu
23	Pipeline Cost Factor (PCF) [Line 20 / Line 21] (Taxable)		0.50480 Ccf	0.36920 Ccf	\$0.6065 MMBtu
24	Gas Cost Recovery Factor - (GCRF) [Line 12] (Taxable)		0.31041 Ccf	0.31041 Ccf	\$3.0887 MMBtu
25	Customer Rate Relief - (CRR) (Non-Taxable)		0.11000 Ccf	0.11000 Ccf	\$1.0945 MMBtu
26	Rider GCR		0.92521 Ccf	0.78961 Ccf	Rate I - \$4.7897 MMBtu
27					Rate T - \$0.6065 MMBtu

¹ Industrial Service and Transportation are reported in MMBtu. An MMBtu conversion factor of .1005 is used to convert from Ccf.



February 5, 2024

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

To the Honorable Mayor and
Members of the City Council

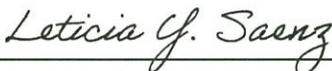
Re: Atmos Energy Franchise Payment

In accordance with the provisions of the franchise agreement between Atmos Energy and the City Of Lampasas, TX, enclosed is a franchise payment for the rights and privileges from January 01, 2024 through March 31, 2024 in the amount of \$13,051.23.

This payment is based on the period October 01, 2023 through December 31, 2023 and is due on or before February 15, 2024. The attached report contains supporting information for this payment.

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

Enclosure



Leticia Saenz
Atmos Energy

Atmos Energy
Franchise Payment Report

City Of Lampasas, TX

Revenue Period: October 01, 2023 through December 31, 2023

Date Due: 2/15/2024

Date Paid:

Category	Gross Revenue	Rate	Payment
Residential Sales	225,652.53	3.0000	6,769.57
Misc. Service Charges - Residential	457.00	3.0000	13.71
Commercial Sales	113,028.55	3.0000	3,390.86
Misc. Service Charges - Commercial	19.00	3.0000	0.57
Commercial Governmental Sales	10,488.63	3.0000	314.66
Industrial Sales	14,828.82	3.0000	444.86
Transportation Sales	20,668.35	3.0000	620.05
3rd Party Value of Gas			1,496.95
	\$ 385,142.88		\$ 13,051.23

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

February 5, 2024



Brian Conner

Dir State & Local Tax