

**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, September 9, 2024
5:30 p.m. Special 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, September 9, 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).

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

- I. Call to order Special Session
- II. 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:

- III. Section 551.074 (personnel matters), to deliberate the appointment, employment, evaluation, reassignment, duties of City Manager; and other personnel matters as allowed by Texas Government Code, Chapter 551
- IV. Adjourn Executive Session and Reconvene Special Session

SPECIAL SESSION

- V. Discussion and possible action concerning items posted and discussed by Council in Executive Session
- VI. Adjourn Special Session

WORKSHOP SESSION

1. Call to order Workshop Session
2. Discussion regarding Rodeo Arena Fence and Gate. *(pgs. 5-6)*
3. Discussion regarding Western Street Culvert Project. *(pgs. 7-34)*
4. Discussion regarding Draft Food Truck Ordinance. *(pgs. 35-46)*
5. Discussion regarding Advisory Board Term Renewals and Vacancies. *(pgs. 47-48)*

6. Discussion regarding Love Thy Neighbor Event on October 5, 2024. (pgs. 49-50)
7. Discussion regarding any item on the regular agenda
8. Adjourn Workshop Session

REGULAR SESSION

ANNOUNCEMENTS

- A. Call to Order
- B. Invocation and Pledge of Allegiance
- C. Presentations and Proclamations
 - Library Card Sign-Up Month Proclamation (pgs. 51-52)

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 regarding approval of minutes of the Joint City Council and Lampasas Economic Development Corporation meeting held on July 15, 2024.	53-54
2.2	Discussion and possible action concerning approval of minutes of the Regular Meeting held on August 26, 2024	55-64
2.3	Discussion and possible action regarding the approval of minutes of the Special Public Hearing held on September 3, 2024.	65-66

3.0 CONSENT AGENDA		PAGES
3.1	Discussion and possible action regarding purchases and charges in excess of \$4,000 from August 1, 2024- August 31, 2024	67-76
3.2	Discussion and possible action regarding the second reading of an Ordinance amending Appendix A (fee schedule), Chapter 82 Utilities, Article V, Section (h) Water Rates and Section (k) Wastewater Rates of the City of Lampasas Code of Ordinances providing for an increase in base rates.	77-80

4.0 BOARDS/DEPARTMENT REPORTS		PAGES
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5.0 ROUTINE MATTERS		PAGES
5.1	CITY MANAGER’S OPERATIONAL REPORT <ul style="list-style-type: none"> • Sulphur Creek • KWSC • Forward Lampasas 	81-84

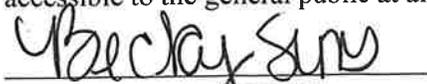
	<ul style="list-style-type: none"> • Hostess House • Tax Help • Hamilton EMS • HB3834 • Anniversaries 	
5.2	MAYOR'S COMMENTS	N/A

6.0	UNFINISHED BUSINESS	N/A
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7.0	NEW BUSINESS	PAGES
7.1	Discussion and possible action regarding the first reading of an Ordinance to approve tax rate for the City of Lampasas upon all property subject to taxation within the City of Lampasas, Texas for the 2024 Tax Year for the use and support of the Municipal Government of the City of Lampasas for the Fiscal Year beginning October 1, 2024 and ending September 30, 2025; apportioning said levy amount the various funds and items for which revenue must be raised including providing a sinking fund for the retirement of the bonded debt of the City.	85-88
7.2	Discussion and possible action concerning the first reading of an Ordinance approving and adopting a Budget for operating the Municipal Government of the City of Lampasas for the fiscal year beginning on October 1, 2024 and ending on September 30, 2025; appropriating money for the various funds and purposes of such budget including appropriations of money to pay interest and principal sinking fund requirements on all indebtedness; providing a severability clause; providing a repealer clause for the repeal of all Ordinances and appropriations in conflict with the provisions of this Ordinance; and establishing an effective date.	89-92
7.3	Discussion and possible action regarding Ratifying the Property Tax Revenue Increase reflected in the Fiscal Year 2024-2025 Budget.	93-94
7.4	Discussion and possible action regarding approval of the Lampasas Economic Development Corporation FY 24/25 Budget.	95-96
7.5	Discussion and possible action regarding the donation of a surplus 2010 Ford Crown Victoria to the Lampasas ISD Criminal Justice Program.	97-98
7.6	Discussion and possible action regarding the award of the Western Street Culvert Replacement Project to KRPS Contractors, LLC, in the amount of \$338,018.40 for the base bid.	99-100
7.7	Discussion and possible action to consider cost share opportunities for fencing alternatives to secure the Rodeo Arena Facility at the 580 Sports Park to mitigate reoccurring maintenance due to vehicular traffic.	101-102

Adjourn

I, Becky Sims, City Secretary of the City of Lampasas, Texas, do hereby certify that this Notice of Meeting was posted on the bulletin board/front window of City Hall, 312 East Third Street, Lampasas, Texas, at a place readily accessible to the general public at all times, on the 6 day of September 2024 at 1:40.



 Becky Sims, City Secretary

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City Manager

ITEM NO. WORKSHOP-2

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

Subject:

Discussion regarding limiting access to the Rodeo Arena Facility at the 580 Sports Park to mitigate reoccurring maintenance due to vehicular traffic.

Requested By: Herb Pearce, Mayor

Submitted By: Ryan Ward, Assistant City Manager

Date Submitted: September 6, 2024

For the Agenda of: September 9, 2024

Procurement and Funding Statement:

Attachments:

Summary Statement:

The County of Lampasas Rodeo Association has concerns with unnecessary access to the 580 Rodeo Arena, specifically tied to reoccurring maintenance due to vehicular traffic. President Chris Harrison would like to address the concern by providing information about fencing alternatives with associated costs to control access to the facility, preventing further maintenance, labor and costs associated with repairing damage done by vehicular traffic.

Recommendation:

Discussion Only

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City Manager

ITEM NO. WORKSHOP-3

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

Subject:

Discussion and information regarding the bid of the Western Street Culvert Replacement Project. The lowest bidder was KRPS Contractors, LLC, in the amount of \$338,018.40 for the base bid and \$368,042.40 for the additional alternate bid. The base bid will be the accepted bid.

Requested By: Ryan Ward, Assistant City Manager

Submitted By: Ryan Ward, Assistant City Manager

Date Submitted: September 4, 2024 For the Agenda of: September 9, 2024

Procurement and Funding Statement:

The funds for this Project will be partially paid from the GL account 35 (Cares Act) in the amount of \$338,018.40.

Attachments: Engineer's Letter of Recommendation and Bidder List

Summary Statement:

The Western Street Culvert Replacement Project was identified as a critical CIP Project in 2023, due to the condition of the structure and possible failure of the roadway. This culvert location is on Western Street between North Street and 1st Street. The project will consist of replacing the existing concrete structure with a new structure, cast in place, as well as sidewalk and pedestrian handrail. The additional alternate that was included in the bid, was for a precast culvert alternative.

This project had 5 bidders, with the low bidder being KRPS Contractors, LLC, operating from Spicewood, Texas. The Engineer of Record has reviewed all bids and recommends KRPS Contractors, LLC for award of the project, based on item costs and review of positive references.

Recommendation:

Discussion Only

City of Lampasas
 Western Avenue Culvert Replacement

Bid Opening

August 27, 2024 at 2:00 pm

Bid Summary Sheet

No.	Bidder	Bid Guarantee	Base Bid	Base Bid w/ Option 1
1	PackSaddle Mgmt. -Joe Duarte	✓	\$394,097.00	\$415,713.00
2	Gage and Cade Construction -Brandon Wells	✓	\$372,965.05	\$416,073.05
3	KRPS Contractors, LLC	✓	\$338,018.40	\$368,042.40
4	Texas Chile, Inc.	✓	\$488,093.00	\$488,093.00
5	SJ & J Construction, LLC	✓	\$456,585.00	\$456,585.00
6				
7				
8				

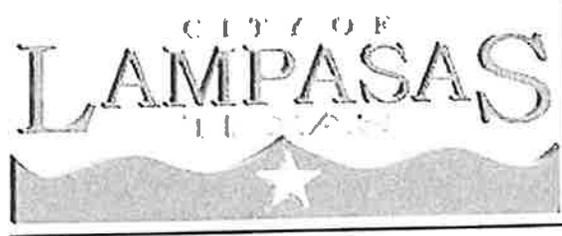
Contract Documents and Specifications

for

Western Avenue Culvert Replacement

Prepared for:

City of Lampasas, Texas



August 1, 2024

EEL Project No. 18009 TO44



**202 Spring Ho Avenue
Lampasas, TX 76550
(512) 556-8160**

TBPELS Firm Registration No.: F-10496

A handwritten signature in black ink, appearing to read "Derek E...", is written over a faint circular stamp.

8/1/2024

Bidding Requirements, Contract Forms & Conditions of the Contract
Bid Form Section 00300

City Manager
 Lampasas, Texas

The undersigned, in compliance with your invitation for bids for construction of the following Project: Western Avenue Culvert Replacement for the City of Lampasas, Texas, having examined the Project Manual, Drawings and Addenda, the site of the proposed Work and being familiar with all of the conditions surrounding construction of the proposed Project, having conducted all inquiries, tests and investigations deemed necessary and proper; hereby proposes to furnish all labor, permits, material, machinery, tools, supplies and equipment, and perform all Work required for construction of the Project in accordance with the Project Manual, Drawings and Addenda within the time indicated for the lump sum price of:

Base Bid

Bid Item	Quantity	Unit	Item Description and Written Total Unit Price	Unit Price	Total Amount
1	378	SY	Construction of <u>Remove Existing Asphalt and Base</u> , complete in place for <u>Twenty One</u> Dollars and <u>Fourty Five</u> Cents	\$ 21.45	\$ 8,108.10
2	55	SY	Construction of <u>Remove Existing Concrete Sidewalk</u> , complete in place for <u>Twenty Eight</u> Dollars and <u>Twenty Five</u> Cents	\$ 28.25	\$ 1,553.75
3	82	LF	Construction of <u>Remove Curb and Gutter</u> , complete in place for <u>Twneety Eight</u> Dollars and <u>Sixty Five</u> Cents	\$ 28.65	\$ 2,349.30
4	55	LF	Construction of <u>Remove Pedestrian Railing</u> , complete in place for <u>Twenty Nine</u> Dollars and <u>Zero</u> Cents	\$ 29.00	\$ 1,595.00
5	1	LS	Construction of <u>Remove Existing Culvert Slab and Walls</u> , complete in place for <u>Seventeen Thousand Four Hundred</u> Dollars and <u>Zero</u> Cents	\$ 17,400.00	\$ 17,400.00
6	1	LS	Construction of <u>Remove Trees</u> , complete in place for <u>Two Thousand Two Hundred</u> Dollars and <u>Zero</u> Cents	\$ 2,200.00	\$ 2,200.00
7	270	SY	Construction of <u>Rework Existing Subgrade (6" Minimum Depth)</u> , complete in place for <u>Twenty Three</u> Dollars and <u>Twenty Five</u> Cents	\$ 23.25	\$ 6,277.50

Bid Item	Quantity	Unit	Item Description and Written Total Unit Price	Unit Price	Total Amount
<u>8</u>	<u>440</u>	<u>SY</u>	Construction of <u>8" Crushed Limestone Base</u> (TXDOT Item 247, Type A, Grade 1-2), complete in place for <u>Twenty Five</u> Dollars and <u>Zero</u> Cents	\$ <u>25.00</u>	\$ <u>11,000.00</u>
<u>9</u>	<u>405</u>	<u>SY</u>	Construction of <u>1.5" HMAC Pavement</u> (TXDOT Item 340, Type D), complete in place for <u>Thirty Three</u> Dollars and <u>Twenty Five</u> Cents	\$ <u>33.25</u>	\$ <u>13,466.25</u>
<u>10</u>	<u>112</u>	<u>LF</u>	Construction of <u>Concrete Curb and Gutter</u> , complete in place for <u>Thirty Three</u> Dollars and <u>Seventy Five</u> Cents	\$ <u>33.75</u>	\$ <u>3,780.00</u>
<u>11</u>	<u>57</u>	<u>SY</u>	Construction of <u>Concrete Sidewalks (4")</u> , complete in place for <u>Seventy Two</u> Dollars and <u>Zero</u> Cents	\$ <u>72.00</u>	\$ <u>4,104.00</u>
<u>12</u>	<u>4</u>	<u>EA</u>	Construction of <u>5' Curb Inlet</u> , complete in place for <u>Four Thousand Five Hundred</u> Dollars and <u>Zero</u> Cents	\$ <u>4,500.00</u>	\$ <u>18,000.00</u>
<u>13</u>	<u>1</u>	<u>EA</u>	Construction of <u>Concrete Headwall with Parallel</u> <u>Wings for Box Culvert</u> (TXDOT Type PW-1), complete in place for <u>Twenty One Thousand</u> Dollars and <u>Zero</u> Cents	\$ <u>21,000.00</u>	1300.00 \$ <u>21,000.00</u>
<u>14</u>	<u>1</u>	<u>EA</u>	Construction of <u>Concrete Headwall with</u> <u>Combination Parallel Wing and Straight Wing</u> for Box Culvert (TXDOT Type PW-1 and SW-0), complete in place for <u>Twenty Thousand</u> Dollars and <u>Zero</u> Cents	\$ <u>20,000.00</u>	\$ <u>20,000.00</u>
<u>15</u>	<u>85</u>	<u>LF</u>	Construction of <u>Handrail</u> (TXDOT PRD-13, Type C), complete in place for <u>One Hundred Sixty Seven</u> Dollars and <u>Zero</u> Cents	\$ <u>167.00</u>	\$ <u>14,195.00</u>
<u>16</u>	<u>112</u>	<u>LF</u>	Construction of <u>7' x 4' Cast-In-Place Box</u> <u>Culvert</u> , complete in place for <u>Eight Hundred Forty Eight</u> Dollars and <u>Zero</u> Cents	\$ <u>848.00</u>	\$ <u>94,976.00</u>

Bid Item	Quantity	Unit	Item Description and Written Total Unit Price	Unit Price	Total Amount
<u>17</u>	<u>12</u>	<u>LF</u>	Construction of <u>18-inch RCP Storm Drain Pipe</u> , complete in place for <u>Three Hundred Sixty Six</u> Dollars and <u>Zero</u> Cents	\$ <u>366.00</u>	\$ <u>4,392.00</u>
<u>18</u>	<u>96</u>	<u>SY</u>	Construction of <u>Concrete Riprap</u> , complete in place for <u>Ninety</u> Dollars and <u>Zero</u> Cents	\$ <u>90.00</u>	\$ <u>8,640.00</u>
<u>19</u>	<u>95</u>	<u>LF</u>	Construction of <u>4-inch C900 PVC Water Pipe by Open Cut</u> , complete in place for <u>One Hundred Eighteen</u> Dollars and <u>Fifty</u> Cents	\$ <u>118.50</u>	\$ <u>11,257.50</u>
<u>20</u>	<u>40</u>	<u>LF</u>	Construction of <u>4-inch C900 PVC Water Pipe installed inside 12" Casing Pipe</u> , complete in place for <u>Ninety One</u> Dollars and <u>Zero</u> Cents	\$ <u>91.00</u>	\$ <u>3,640.00</u>
<u>21</u>	<u>40</u>	<u>LF</u>	Construction of <u>12-inch C900 PVC Casing Pipe by Open Cut</u> , complete in place for <u>One Hundred and Five</u> Dollars and <u>Zero</u> Cents	\$ <u>105.00</u>	\$ <u>4,200.00</u>
<u>22</u>	<u>0.1</u>	<u>TON</u>	Construction of <u>DI Fittings</u> , complete in place for <u>Thirteen Thousand</u> Dollars and <u>Zero</u> Cents	\$ <u>13,000.00</u>	\$ <u>1,300.00</u>
<u>23</u>	<u>157</u>	<u>LF</u>	Construction of <u>6-inch SDR-26 PVC Wastewater Pipe by Open Cut</u> , complete in place for <u>One Hundred Two</u> Dollars and <u>Zero</u> Cents	\$ <u>102.00</u>	\$ <u>16,014.00</u>
<u>24</u>	<u>1</u>	<u>EA</u>	Construction of <u>4' Diameter WW Manhole</u> , complete in place for <u>Five Thousand Six Hundred Twenty</u> Dollars and _____ Cents	\$ <u>5,620.00</u>	\$ <u>5,620.00</u>
<u>25</u>	<u>1</u>	<u>EA</u>	Construction of <u>Connect to Existing WW Manhole</u> , complete in place for <u>One Thousand Eight Hundred</u> Dollars and <u>Zero</u> Cents	\$ <u>1,800.00</u>	\$ <u>1,800.00</u>
<u>26</u>	<u>2</u>	<u>EA</u>	Construction of <u>4" WW Service Line with Cleanout placed at ROW</u> , complete in place for <u>Four Thousand</u> Dollars and <u>Zero</u> Cents	\$ <u>4,000.00</u>	\$ <u>8,000.00</u>

Bid Item	Quantity	Unit	Item Description and Written Total Unit Price	Unit Price	Total Amount
<u>27</u>	<u>1</u>	<u>EA</u>	Construction of <u>Cut and Plug Existing 12-inch WW Line at Existing Manhole</u> , complete in place for <u>Eight Hundred</u> Dollars and <u>Zero</u> Cents	<u>\$ 800.00</u>	<u>\$ 800.00</u>
<u>28</u>	<u>350</u>	<u>LF</u>	Construction of <u>Trench Safety</u> , complete in place for <u>Three</u> Dollars and <u>Zero</u> Cents	<u>\$ 3.00</u>	<u>\$ 1,050.00</u>
<u>29</u>	<u>1</u>	<u>LS</u>	Construction of <u>Erosion Control and Tree Protection Fencing</u> , complete in place for <u>Five Thousand Three Hundred</u> Dollars and <u>Zero</u> Cents	<u>\$ 5,300.00</u>	<u>\$ 5,300.00</u>
<u>30</u>	<u>1</u>	<u>LS</u>	Construction of <u>Signs, Barricades, and Traffic Control Devices</u> , complete in place for <u>Two Thousand</u> Dollars and <u>Zero</u> Cents	<u>\$ 2,000.00</u>	<u>\$ 2,000.00</u>
<u>31</u>	<u>1</u>	<u>LS</u>	Construction of <u>Mobilization</u> , complete in place for <u>Twenty Four Thousand</u> Dollars and <u>Zero</u> Cents	<u>\$ 24,000.00</u>	<u>\$ 24,000.00</u>
TOTAL LUMP SUM BASE BID (Sum of Item Nos. 1 - 31)				<u>\$ 338,018.40</u>	(Figures)
Three Hundred Thirty Eight Thousand Eighteen Dollars and Fourty Cents					(Written)

Bid Options

Bid Option 1: Provide unit costs for the following item. If this option is selected, the following Bid Item 16A will replace Bid Item 16 in the above Base Bid. For "Total Lump Sum Base Bid with Bid Option 1" provide the total bid amount using Bid Item 16A below to replace Bid Item 16 in the Base Bid.

Bid Item	Quantity	Unit	Item Description and Written Total Unit Price	Unit Price	Total Amount
<u>16A</u>	<u>112</u>	<u>LF</u>	Construction of <u>7' x 4' Precast Box Culvert</u> , complete in place for <u>One Hundred Twenty Five</u> Dollars and <u>Zero</u> Cents	<u>\$ 125,000.00</u>	<u>\$ 125,000.00</u>

TOTAL LUMP SUM BASE BID WITH BID OPTION 1

\$ 368,042.40

(Figures)

Three Hundred Sixty Eight Thousand Fourty Two Dollars and Fourty Cents

(Written)

NOTES:

- For language pertaining to Bid Alternate prioritization, reference Section 00820, "Modifications to Bidding Requirements."

BID GUARANTY: Enclosed with this Bid is a bid guaranty meeting the requirements established in Section 00020, in the amount of not less than five percent (5%) of the total Bid. Following the Bid opening, submitted Bids may not be withdrawn for a period of **Sixty (60)** Calendar Days. Award of Contract will occur within this period, unless mutually agreed between the parties. The bid guaranty may become the property of the OWNER, or the OWNER may pursue any other action allowed by law, if: bidder withdraws a submitted Bid within the period stated above; bidder fails to submit the required post-bid information within the period specified in Section 00020 or Section 00100, or any mutually agreed extension of that period; or bidder fails to execute the Contract and furnish the prescribed documentation (bonds, insurance, etc.) needed to complete execution of the Contract within Ten (10) Calendar Days after notice of award, or any mutually agreed extension of that period.

TIME OF COMPLETION: The undersigned bidder agrees to commence work within Ten (10) Calendar Days after written notice as specified in a written "Notice to Proceed" to be issued by the OWNER and to **substantially** complete construction of the improvements, as required by the Project Manual, Drawings and Addenda for the Work within **sixty (60) Calendar Days**. The bidder further agrees that should the bidder fail to **substantially** complete the Work within the number of days indicated in the Bid or as subsequently adjusted, bidder shall pay the liquidated damages for each consecutive day thereafter as provided below; unless the OWNER elects to pursue any other action allowed by law.

LIQUIDATED DAMAGES: The bidder understands and agrees that the timely completion of the described Work is of the essence. The bidder and the OWNER agree that for each and every **Calendar Day** the Work or any portion thereof, remains incomplete after the **substantial** completion date as established by the first sentence of the above paragraph, "Time of Completion", the bidder shall pay the amount of **five hundred Dollars (\$500)** per **Calendar Day** as Liquidated Damages, not as a penalty, but for delay damages to the OWNER. Bidders acknowledge and agree that such amount is fair and reasonable compensation to the OWNER and that such amount shall be deducted by the OWNER from any payment due to the bidder. In the event of a default or breach by the CONTRACTOR and demand is made upon the surety to complete the project, in accordance with the Contract Documents, the surety shall be liable for liquidated damages pursuant to the Contract Documents in the same manner as the CONTRACTOR would have been.

OWNER RESERVES THE RIGHT TO REJECT ANY OR ALL BIDS AND TO WAIVE ANY MINOR INFORMALTY IN ANY BID OR SOLICITATION PROCEDURE (A MINOR INFORMALTY IS ONE THAT DOES NOT AFFECT THE COMPETITIVENESS OF THE BIDDERS).

The undersigned acknowledges receipt of the following addenda:

Addendum No. 1 dated _____ Received _____
Addendum No. 2 dated _____ Received _____
Addendum No. 3 dated _____ Received _____

Secretary, *if bidder is a Corporation

(Seal)

KRPS Contractors LLC

Bidder

Authorized Signature

Title

Date

* Copy of Corporate Resolution and minutes with

certificate of officer of bidder as to authority of
signatory to bind bidder is to be signed and dated
no earlier than one week before Bid date, and be
attached to this document.

482 Flying x RD Spicewood TX

Address

830-673-6736

Telephone Number / Fax Number

End

SIGNATURE AUTHORITY FORM

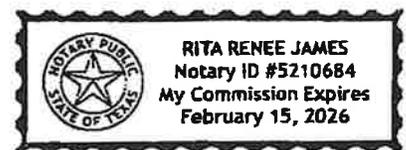
I Jose Perez, hereby certify that I am the
Owner of KRPS Contractors LLC and further
verify that Gabriel Perez as March 2
of 2023, is authorized to sign agreements and/or contracts
on behalf of and for KRPS Contractors LLC.

Signature: *Jose Perez* Date: 3-14-23
Title: Owner

Before me, a Notary Public in and for said county, personally appeared Jose Perez who acknowledged that he or she did sign the foregoing instrument and that the same is his or her free act and deed.

In testimony where of I have hereunto set my hand and official seal at Burnet County, Texas on this 14th day of March, 2023.

Notary Public *Rita Renee James*



Requirements, Contract Forms & Conditions of the Contract
Nonresident Bidder Provisions **Section 00475**

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

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

Answer Resident Bidder

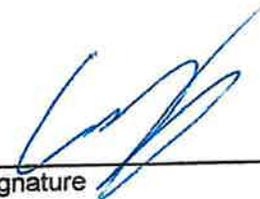
- (1) Texas Resident Bidder - A bidder whose principal place of business is in Texas and includes a Contractor whose ultimate parent company or majority owner has its principal place of business in Texas.
(2) Nonresident Bidder - A bidder who is not a Texas Resident Bidder.

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

Answer: Yes or No Which state?

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

Answer _____



Signature

End

QUALIFICATION STATEMENT

**PLEASE USE THE ATTACHED FORM TO SUBMIT A
QUALIFICATION STATEMENT (IN A SEALED ENVELOPE) WITH YOUR BID.
ONLY THOSE BIDDERS CONSIDERED FOR AWARD WILL BE OPENED.**

QUALIFICATION STATEMENT

TO BE COMPLETED AND SUBMITTED WITH THE BID:

Submitted to: City of Lampassas

By: KRPS Contractors LLC (CORPORATION)

Tax I.D. (FIEN) No.: 87-2588773

Owners Name: Jose Perez

Principal Office: _____

Address: 482 Flying X Rd Spicewood Tx 78669

Phone Number: 830-613-6736

The signatory of this questionnaire guarantees the truth and accuracy of all statements and of all answers to interrogatories hereinafter made.

1. How many years has your organization been in business as a general contractor under your present business name? 4 Years

2. How many years experience in this type of construction work has your organization had:

(a) as a general contractor? 10 Years

(b) as a subcontractor? 25 Years

3. What projects has your organization completed?

Contract Amount	Name of Project	Brief Project Description	When Completed	Name/Address Phone No. of Owner
\$227,000.00	Walking Trails at City Park	Row, Sidewalks	8/13/24	City of Lowry Crossing 1405 S. Bridgefarmer Rd Lowry Crossing 972-542-8878 489-288-6515
\$270,000.00	Brenham Family Park Main Creek Crossing	8x12 Concrete Box Culvert, Wingwalls, Roadway, Railing and Drainage	10/26/23	City of Brenham 200 W Vulcan St Brenham 979-337-7428
\$75,000.00	Live Oak Golf Course	Concrete Cart Paths	12-12-22	Keith Rader/Club Corp 510 Lakeway Dr Lakeway 304-620-7733
\$540,000.00	VTH Walking Trail Phase 3	Concrete Sidewalk, Roadway, Manhole, Rip Rap and Drainage	8-8-22	Village of The Hills 2 Trophy Dr Austin 512-261-6281
\$335,000.00	The Hills Country Club	Concrete Bridge, Cart Paths and Utility	12-2021	Alec McDanieler/Club Corp 512-484-9543 2 Club Estates The Hills Tx
\$200,000.00	Fisher Residency	Multi-Level Cast in Place Concrete Home Excavation and Retention Walls	2020	Dan Fisher 118 Quail Run Qt Spicewood Tx 810-938-0801

4. Have you ever failed to complete any work awarded to you? No

If so, where and why? _____

5. Have you completed any projects within a 10-mile radius of this project? N/A

If so, when, where, what? No Projects of Significant Size

6. The work, if awarded to you, will have the personal supervision of whom? _____

a. For Administrative Management? Gabriel Perez

b. For Construction Superintendence? Jose Perez/Gabriel Perez

c. What experience does the designated construction superintendent have in this type of work?

Jose-Over 25 Years of Experience In General Construction-15 Years In Underground Utilities

Gabriel- 11 Years in General Construction -4 Years Administrative/Buisness Managemnt

7. What portions of the work do you intend to sublet? Please list the names of potential subcontractors with which you have sublet this type of work before.

N/A

8. What equipment do you own that is available for the proposed work?

Quantity	Item	Description, Size Capacity, Etc.	Condition	Service	Locati on
2	Skd Loader	75 HP	2020		
1	Drum Roller	10 Ton	2015		
1	Mini Excavator	6 Ton	2018		
1	Excavator	25 Ton	2015		

9. Do you have adequate bonding capacity to provide a performance bond and labor and material payment bond for this project? What is your available bonding capacity?

\$1,000,000.00 Galloway Insurance Horshebay 830-598-5636

10. List the Construction Projects your organization has underway on this date.

Contract Amount	Type of Work	Percent Completed	Company/Address/Phone number of Owner or Contracting Officer Phone Number
\$22,000.00	Structural Hvac Foundation	75%	UT Austin-William Carlile 512-540-6995
\$60,000.00	Cast In Place Walls	50%	Lakeway MUD/Roger Fry 512-785-5239
88,400.00	Foundation	95%	Encino Homes-Jeff Wood-512-801-4674

9. Intended Suppliers

- Lauren Concrete - Concrete
 - Mccoys Building Supply -Lumber and Rebar
 - Ferguson Plumbing Supply-Waterline/Wastewater
 - Texas Materials-Hmac and Aggregates
 - Ameritex Pipe -Precast Structures
-
-
-
-

Manager- Gabriel Perez
(Name & Title of Person Signing)

STATE OF Texas

COUNTY OF Burnet

Gabriel Perez being duly sworn deposes and says that he/she is Manager
of the above KRPS Contractors LLC
(Name of Organization)

and that the answers to the foregoing questions and all statements therein contained are true and correct.

X [Signature]

Sworn to before me this

28th Day of August 2021

Rebecca Pelt
(Notary Public)

My Commission Expires: January 22nd, 2028





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
08/27/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Galloway Insurance Agency PO Box 4366 Horseshoe Bay TX 78657	CONTACT NAME: Angel Tavera PHONE (A/C, No, Ext): (830) 598-5636 E-MAIL ADDRESS: Angel@gallowayinsurance.com FAX (A/C, No): (830) 598-1854																				
	<table border="1"> <tr> <th colspan="2">INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> <tr> <td>INSURER A:</td> <td>ACE Property and Casualty Insurance Company</td> <td>20699C</td> </tr> <tr> <td>INSURER B:</td> <td></td> <td></td> </tr> <tr> <td>INSURER C:</td> <td></td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A:	ACE Property and Casualty Insurance Company	20699C	INSURER B:			INSURER C:			INSURER D:			INSURER E:			INSURER F:	
INSURER(S) AFFORDING COVERAGE		NAIC #																			
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INSURER D:																					
INSURER E:																					
INSURER F:																					

COVERAGES **CERTIFICATE NUMBER:** CL243710329 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			D9710590A	02/28/2024	02/28/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Additional Interests \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB DED RETENTION \$			D98447210	02/28/2024	02/28/2025	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 \$ PER STATUTE OTH-ER
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y / N	N / A			E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Certificate holder is also shown as additional insured with a waiver of subrogation, but only as required by written contracts.

CERTIFICATE HOLDER City of Lampasas 312 East Third St Lampasas TX 76550	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

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Communications

Communications concerning this Bid shall be addressed to the address of Bidder indicated below:

Name: KRPS Contractors LLC - Gabriel Perez

Street: 482 Flying x RD

City, State, Zip Code: Spicewood TX, 78669

Phone No.: 830-613-6736 Fax No.: _____

E-mail address: KRPSContractors@Icloud.com

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.
 Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

OFFICE USE ONLY CERTIFICATION OF FILING

Certificate Number:
 2024-1206000

Date Filed:
 08/26/2024

Date Acknowledged:

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.

KRPS Contractors LLC
 Spicewood, TX United States

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.

City of Lampasas

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.

18009 TO44
 Construction General Contracting Services

4 Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
		Controlling	Intermediary
KRPS Contractors LLC	Spicewood, TX United States	X	

5 Check only if there is NO Interested Party.

6 UNSWORN DECLARATION

My name is Gabriel Perez and my date of birth is 10-08-2002

My address is 482 Flying x RD, Spicewood, TX, 78669, U.S.A.
(street) (city) (state) (zip code) (country)

I declare under penalty of perjury that the foregoing is true and correct.

Executed in Burnet County, State of Texas, on the 27 day of August, 2024.
(month) (year)



 Signature of authorized agent of contracting business entity (Declarant)

CONFLICT OF INTEREST QUESTIONNAIRE

For vendor doing business with local governmental entity

FORM CIQ

This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.
 This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a).
 By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.
 A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.

OFFICE USE ONLY
Date Received

1 Name of vendor who has a business relationship with local governmental entity.
 KRPS Contractors LLC

2 Check this box if you are filing an update to a previously filed questionnaire. (The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)

3 Name of local government officer about whom the information is being disclosed.

 Name of Officer

4 Describe each employment or other business relationship with the local government officer, or a family member of the officer, as described by Section 176.003(a)(2)(A). Also describe any family relationship with the local government officer. Complete subparts A and B for each employment or business relationship described. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer or a family member of the officer receiving or likely to receive taxable income, other than investment income, from the vendor?
 Yes No

B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer or a family member of the officer AND the taxable income is not received from the local governmental entity?
 Yes No

5 Describe each employment or business relationship that the vendor named in Section 1 maintains with a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more.
 N/A

6 Check this box if the vendor has given the local government officer or a family member of the officer one or more gifts as described in Section 176.003(a)(2)(B), excluding gifts described in Section 176.003(a-1).

7 _____
 Signature of vendor doing business with the governmental entity

8-27-24
 Date

CONFLICT OF INTEREST QUESTIONNAIRE
For vendor doing business with local governmental entity

A complete copy of Chapter 176 of the Local Government Code may be found at <http://www.statutes.legis.state.tx.us/Docs/LG/htm/LG.176.htm>. For easy reference, below are some of the sections cited on this form.

Local Government Code § 176.001(1-a): "Business relationship" means a connection between two or more parties based on commercial activity of one of the parties. The term does not include a connection based on:

- (A) a transaction that is subject to rate or fee regulation by a federal, state, or local governmental entity or an agency of a federal, state, or local governmental entity;
- (B) a transaction conducted at a price and subject to terms available to the public; or
- (C) a purchase or lease of goods or services from a person that is chartered by a state or federal agency and that is subject to regular examination by, and reporting to, that agency.

Local Government Code § 176.003(a)(2)(A) and (B):

(a) A local government officer shall file a conflicts disclosure statement with respect to a vendor if:

(2) the vendor:

(A) has an employment or other business relationship with the local government officer or a family member of the officer that results in the officer or family member receiving taxable income, other than investment income, that exceeds \$2,500 during the 12-month period preceding the date that the officer becomes aware that

- (i) a contract between the local governmental entity and vendor has been executed;
- or
- (ii) the local governmental entity is considering entering into a contract with the vendor;

(B) has given to the local government officer or a family member of the officer one or more gifts that have an aggregate value of more than \$100 in the 12-month period preceding the date the officer becomes aware that:

- (i) a contract between the local governmental entity and vendor has been executed; or
- (ii) the local governmental entity is considering entering into a contract with the vendor.

Local Government Code § 176.006(a) and (a-1)

(a) A vendor shall file a completed conflict of interest questionnaire if the vendor has a business relationship with a local governmental entity and:

- (1) has an employment or other business relationship with a local government officer of that local governmental entity, or a family member of the officer, described by Section 176.003(a)(2)(A);
- (2) has given a local government officer of that local governmental entity, or a family member of the officer, one or more gifts with the aggregate value specified by Section 176.003(a)(2)(B), excluding any gift described by Section 176.003(a-1); or
- (3) has a family relationship with a local government officer of that local governmental entity.

(a-1) The completed conflict of interest questionnaire must be filed with the appropriate records administrator not later than the seventh business day after the later of:

(1) the date that the vendor:

- (A) begins discussions or negotiations to enter into a contract with the local governmental entity; or
- (B) submits to the local governmental entity an application, response to a request for proposals or bids, correspondence, or another writing related to a potential contract with the local governmental entity; or

(2) the date the vendor becomes aware:

- (A) of an employment or other business relationship with a local government officer, or a family member of the officer, described by Subsection (a);
- (B) that the vendor has given one or more gifts described by Subsection (a); or
- (C) of a family relationship with a local government officer.

NON-COLLUSION AFFIDAVIT OF PRIME BIDDER

State of Texas)

County of Burnet)

Cabriel Perez, being first duly sworn, deposes and says that:

(1) He/She is Manager of KRPS Contractors LLC, the Bidder that has submitted the attached Bid;

(2) He/She is fully informed respecting the preparation and contents of the attached Bid and of all pertinent circumstances respecting such Bid;

(3) Such Bid is genuine and is not a collusive or sham Bid;

(4) Neither the said Bidder nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly with another Bidder, firm or person to submit a collusive or sham Bid in connection with the Contract for which the attached Bid has been submitted or to refrain from bidding in connection with such Contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm or person to fix the price or prices in the attached Bid or of any other Bidder, or to fix an overhead, profit or cost element of the Bid price or the Bid price of any other Bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the City of Lampasas (Local Public Agency) or any person interested in the proposed Contract; and

(5) The price or prices quoted in the attached Bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

(Signed)

[Signature]
Manager.
Title

Subscribed and sworn to me this 27th day of August.

By: Rebecca Felt
Notary Public

My commission expires January 22nd, 2028













September 3, 2024

Mr. Ryan Ward
Assistant City Manager
City of Lampasas
312 E. 3rd Street
Lampasas, Texas 76550

**RE: Western Avenue Culvert Replacement
Recommendation of Award Letter**

Dear Mr. Ward:

We have reviewed the bid and checked references provided by the apparent low bidder, KRPS Contractors LLC (KRPS).

KRPS has not previously performed any work for the City of Lampasas. In checking references, I contacted Dane Rau, Public Works Director for the City of Brenham. Mr. Rau indicated that KRPS completed a project that included the installation of large cast-in-place box culverts, pavement and pedestrian path repairs, and pedestrian railing. He stated that they did a great job and would recommend them.

Based on my review of KRPS's project experience and in speaking with the above-mentioned reference, we recommend acceptance of the low bidder.

Prior to proceeding with this project, it is recommended that the City of Lampasas seek legal review of the contract between the client and the construction contractor, including review of the bonding company's qualifications, financial status, and ability to provide bonding services in the project's jurisdiction.

Sincerely,

ECKERMANN ENGINEERING, INC.

A handwritten signature in blue ink that reads 'Derrek Eckermann'.

Derrek Eckermann, P.E.
President


City Manager

ITEM NO. WORKSHOP-4

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

Subject:

Discussion regarding Food Truck Ordinance.

Requested By: City Council

Submitted By: Becky Sims, City Secretary

Date Submitted: September 5, 2024

For the Agenda of: September 9, 2024

Procurement and Funding Statement:

Attachments: MFU (DSHS) and Austin Permit Process

Summary Statement:

This item has been placed on the agenda to recap items discussed at the August 26, 2024 to verify direction from Council on changes to be made prior to moving forward with an amended food truck ordinance.

- No day rate or weekend rate
- Permitted in Residential Zoning Districts with Specific Use Permit (approval process)
- Can be placed on vacant lot (owner)
- No restrictions with distance from brick & mortar locations
- TABC permitting for alcoholic beverages
- Restroom availability (Texas DSHS)
- All food truck permitting within the City Limits will funnel through the City of Lampasas (no organization oversight)

Recommendation:

Discussion and direction only

***To pass a pre-licensing inspection, a mobile food unit must meet the minimum requirements below. Use the checklist as a brief reference to the MFU requirements:**

Mobile Food Unit Checklist	
Mobile Food Unit Mobility	A vehicle mounted, self or otherwise propelled, self-contained food service operation, designed to be readily movable, and constructed of corrosion resistant material; structure placed on a trailer shall be permanently affixed.
Preparation Area Protected	Walls, floors, and ceiling are solid, light in color, smooth and easily cleanable; protect against weather, rodents, insects and other animals.
Central Preparation Facility (CPF) may include servicing area	Approved by the health department; documentation (letter of authorization) required for approval; most recent inspection maintained on the MFU.
Servicing Area	Place to fill up potable water and authorized to dispose waste water from the MFU (i.e. approved car wash; RV Park); A private home or living quarters may not be used; letter of authorization
Potable Water Tank	Water must be from an approved source; permanently installed; tank labeled as "Potable Water" and have a ¾-inch inlet.
Liquid Waste Retention Tank	least 15% larger than the potable water storage tank, permanently installed, sloped to drain 1-inch in inner diameter and labeled "wastewater".
Hot and Cold Water	Under pressure and provided to all sinks.
Handwash Sink	Shall be its own fixture; conveniently located and accessible.
Three Compartment Sink	Each compartment shall be large enough to clean largest equipment/utensil.
Hot and Cold Holding Equipment	Adequate to maintain Time / Temperature Control for Safety (TCS) foods at required temperatures.
Restrooms	Provided; conveniently located.
Certified Food Manager Certificate	Required if handling open TCS foods.

Mobile food establishment equipment and criteria may vary depending on the type of operation. Refer to the Texas Food Establishment Rules (TFER) for complete information regarding the requirements or contact the PSRFSU at (512) 834-6753 for further information or view our website at www.dshs.texas.gov/foodestablishments.

Public Sanitation and Retail Food Safety Unit • PO Box 149347, Mail Code 1987 • Austin, Texas 78714-9347(512) 834-6753 • Facsimile: (512) 834-6683 • <http://www.dshs.texas.gov/foodestablishments/>



**AUSTIN PUBLIC HEALTH
ENVIRONMENTAL HEALTH SERVICES DIVISION**

P.O. BOX 142529 Austin, TX 78714
Phone (512) 978-0300 Email: ehsd.service@austintexas.gov
Web Address: <http://www.austintexas.gov/ehsd>



Location: 1520 Rutherford LN, NE corner of Rutherford LN @ Cameron RD, Building 1 East Entrance (Not a Mailing Address)

Mobile Vending Unit Name: _____

Mobile Vending Application Checklist

In order to be accepted, ALL applications must include:

- A *completely filled out* Mobile Food Vendor: Operational Permit **Application**.
- A current, valid government-issued photo **identification card** for each owner and responsible party (international non-passport IDs are required to have a US address listed on ID),
- Mobile Food Vending Permit **Fee**, Application Fee, and Fire Inspection fee (if applicable),
- Active **Sales & Use Tax** number for the owner (except vendors only getting a Travis County Permit or Charitable Feeding Organizations),
- Unrestricted** mobiles require a unique and valid certified **Food Manager Certificate** (State Health and ANSI certified food manager certificate), and
 - One Food Manager Certificate needed per Mobile Food Vending unit.
 - Multiple Mobile Food Vending units require multiple Food Managers.
- Other requests by Austin Public Health
Example: Fixed Food Health Permit for self-packaging Restricted Mobile Vendors or a copy of the 501(C) exemption under the Internal Revenue Code Documentation for a CFO classification.

Additionally, **NEW** applications must also include:

- Proof of **ownership documentation** for Business Entity/Owner that are LLC or Corporations:
 - **Proprietorship**: A date-stamped copy of the **Certificate of Assumed Name**
 - **Limited Partnership (LP)**: A date-stamped copy of the **Certificate of Limited Partnership** to include the name of each member of the partnership and percentage ownership.
 - **Limited Liability Company (LLC): Articles of Organization** (Formation documents) to include the name and percentage ownership for each member and the name for the registered agent. Date stamped copy of the **Certificate of Filing** and **Formation** filed with the **Texas Secretary of State**
 - **Corporation (Inc.): Articles of Incorporation** (Formation documents) to include the name of each officer and the name for the director and the registered agent of the corporation or named person of responsibility. Date stamped copy of the **Certificate of Filing** and **Formation** filed with the **Texas Secretary of State**.

Additional Required Documentation

- Copy of registration**: If the mobile unit does not have a Vehicle Identification Number (VIN) assigned, a copy of the registration renewal receipt will be required to be submitted with application
- Copy of Temporary Plates**: If the mobile unit has temporary plates at time of application submittal, a copy of the temporary plates must be submitted with the application
- Copy of Wastewater Pumping Service Agreement**: If using a 3rd party waste hauler for waste tanks a copy of the wastewater pumping service agreement on companies' letterhead must be provided. Agreement must include frequency of wastewater pickups, after hours phone number, and agreement must be made on a yearly basis. (Cannot be used in place of CPF Contract pg. 3)

I acknowledge that completion of this application does not guarantee a permit will be issued by the department.
I further acknowledge that any permit granted will be subject to the Local and State Codes under which the permit is granted.

Applicant Initials _____		For Office Use			
Received: _____	Paid On: _____	Check #: _____	Amount: _____	Receipt _____	
Initial: _____	Issue On: _____	Expires On: _____	Permit: _____	Juris: COA / TC / ILA	
Date / /	Reviewing Staff Initials _____				
Fee Assessment	Fire Inspection Fee	<input type="checkbox"/> COA	<input type="checkbox"/> TC	<input type="checkbox"/> Not Required	
	Permit Type	<input type="checkbox"/> Unrestricted		<input type="checkbox"/> Restricted	
	Jurisdictions	<input type="checkbox"/> COA <input type="checkbox"/> TC <input type="checkbox"/> SV	<input type="checkbox"/> MN <input type="checkbox"/> PF <input type="checkbox"/> WL	<input type="checkbox"/> LW <input type="checkbox"/> BC <input type="checkbox"/> RW	
Notes					



AUSTIN PUBLIC HEALTH ENVIRONMENTAL HEALTH SERVICES DIVISION

P.O. BOX 142529 Austin, TX 78714 Phone (512) 978-0300 Email: ehds.service@austintexas.gov Web Address: http://www.austintexas.gov/ehsd



Location: 1520 Rutherford LN, NE corner of Rutherford LN @ Cameron RD, Building 1 East Entrance (Not a Mailing Address) Applications are accepted Monday through Friday from 7:45 a.m. to 3:00 p.m.

Mobile Food Vendor: Operational Permit Application

Multiple application submissions are required when operating across jurisdiction lines.

Permit Information Incomplete applications will not be processed and will be returned.

Mobile Vending Unit Name: Permit Type: Sales Tax ID: Type(s) of Food: Operation Area: Mailing Address: For Renewals Street City State Zip Code

Mobile Unit Information Permits are not transferrable.

Unit Type: Make: Model: Year: Color: License Plate: State: VIN:

Business Information Print full legal names as they would appear on a Government Issued Photo ID(s).

Business Entity/ Owner: Email Address: Org Type: Phone Number: Bus. Owner Date of Birth: Gov. Issued ID: Responsible Party: Phone Number: Resp. Party Date of Birth: Gov. Issued ID: Certified Food Manager (CFM) Name: CFM Date of Birth:

**** Please attach a clear copy of a valid government issued Photo ID of ALL business owners and responsible parties ****

Fee Information: Note: Refund requests will not be honored after 180 days from date of payment.

Table with 2 columns: City of Austin (Contracted Municipalities*) and Travis County (Unincorporated). Rows include Permit Fee (Unrestricted), Permit Fee (Restricted), Application Fee, Fire Inspection (if applicable), and Charitable Feeding Organization Fee Exempt.

* Not limited to Bee Cave, Lakeway, Manor, Pflugerville, Rollingwood, Sunset Valley, Volente, Westlake Hills

Payment Forms Accepted: Cash, Check, Money Order, Visa, MasterCard, Discover, AMEX Make checks and money orders payable to: Austin Public Health Credit cards not accepted for Travis County payments.

Business Owner's Signature Print Name Date I acknowledge that all information supplied above is true and correct to the best of my knowledge and belief. I further acknowledge that the permit, for which I am applying, is subject to all provisions of the orders and ordinances of Austin & Travis County, and all of the provisions of the codes, statutes and rules adopted under the codes and statutes of the State of Texas governing food establishments.

Mobile Food Vendor Responsibilities

- 1. Operation:** Adhere to state and local rules/ordinances governing mobile vending operation at all times. Appropriate permit must be obtained. Temporary event permits cannot be used in lieu of mobile food vendor permits without department pre-authorization.
- 2. Expanded Operation:** Mobile Food Vendors who expand their operations outside of their permitted mobile unit may apply for a temporary permit as long as their mobile food vending permit is both current and for the appropriate jurisdiction.
- 3. Home Prepared Food:** Do not serve food prepared at a home to the public.
- 4. Jurisdiction:** Multiple permits are required in order to operate in more than one jurisdiction. Each jurisdiction requires a separate permit. Jurisdictions serviced by this Department are City of Austin, Unincorporated Travis County, Sunset Valley, Manor, Bee Cave, Lakeway, Rollingwood, Volente, Pflugerville and Westlake Hills.
- 5. Food Manager/Food Handler:** Post/Maintain at least one (1) employee's original, valid City of Austin Food Manager Certificate at all times on Unrestricted Units. Maintain documentation showing all other employees have completed a state approved Food Handler Training Course within the last two (2) years.
- 6. External Equipment:** Do not use external equipment. All equipment MUST be located within or on the mobile unit at all times, including propane tanks. Have the equipment properly enclosed at all times.
- 7. Central Preparation Facility:** Use your Registered Central Preparation Facility (CPF) to service your unit. The mobile vendor's owner must also possess a separate, valid Food Establishment permit at the CPF location in order to prepare or handle food at the CPF. Maintain a CPF log sheet, documenting all visits to the CPF. Austin Public Health staff may request a review of the CPF log sheet at any time.
- 8. Refrigeration & Heating:** Units must contain adequate hot & cold food storage facilities to maintain food at the required temperatures so that hot foods are held at 135°F or above and cold foods are at 41°F or below. Mechanical temperature control equipment is required for holding time/temperature control for safety foods.
- 9. Thermometer:** Provide metal stem thermometers with a range of 0-220°F and accurate to +/- 2°F in order to monitor food temperatures. Place additional thermometers in all refrigeration/cold-hold units.
- 10. Labeling:** Properly label all pre-packaged, self-service food items offered in adherence with the Texas Food Establishment Rules and the U.S. FDA Food Code.
- 11. Mobility:** Maintain a state of mobile readiness at all times. The health authority prohibits the alteration, removal, attachments, placement or change in, under, or upon the mobile food establishment that would prevent or otherwise reduce ready mobility. Ready mobility means quickly, without hesitation, and effortlessly movable. Tires must be inflated and wheels may not be removed from mobile vending unit whether in operation or not.
- 12. Utilities/Water:** Do not attach permanent utilities (i.e. plumbing, gas, electrical, water) to the unit. Do not attach a permanent water supply to the unit. Use food grade hoses to refill potable water tank.
- 13. Holding Tanks:** Install permanent, properly sized holding tanks for fresh water and wastewater in each unit. Tanks must allow valve access to the exterior of the unit for operators to empty/fill the tanks. Ensure that emptying and/or filling the tank does not contaminate the ground surfaces or the mobile unit. Fresh water tanks must hold 30 gallons or larger. Wastewater tank must be 15% larger than the fresh water tank.
- 14. Hot & Cold Water:** Maintain a safe and secure water supply for Unrestricted Units. Hot and cold water must be available under pressure for immediate use to all sinks at all times of operation.
- 15. Handwashing:** Supply Soap, Single Use Towels and Hot Water to hand sinks at all times.
- 16. Zoning:** For units operating within the Austin city limits, contact City of Austin Planning and Zoning (PAZ) and Right-of-Way (ROW) departments to determine if the city approved the site for vending.

Refund Policy

- City of Austin:** Applications submitted for operation within the City of Austin and Contracted Municipalities may be eligible for a refund of the permit fee, if the department did not issue a permit. The refund applies to permit fees only and does not extend to application or fire inspection fees.
- Travis County:** Applications submitted for operation within Travis County are not eligible for a fee refund.

Business Owner's Signature	Print Name	Date
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I acknowledge that all information supplied above is true and correct to the best of my knowledge and belief. I further acknowledge that the permit, for which I am applying, is subject to all provisions of the orders and ordinances of Austin & Travis County, and all of the provisions of the codes, statutes and rules adopted under the codes and statutes of the State of Texas governing food establishments.



AUSTIN PUBLIC HEALTH
ENVIRONMENTAL HEALTH SERVICES DIVISION

P.O. BOX 142529 Austin, TX 78714
Phone (512) 978-0300 Email: ehds.service@austintexas.gov
Web Address: http://www.austintexas.gov/ehsd



Location: 1520 Rutherford LN, NE corner of Rutherford LN @ Cameron RD, Building 1 East Entrance (Not a Mailing Address)

Central Preparation Facility (CPF) Contract

This document is completed by the owner or responsible party on file of the Central Preparation Facility (CPF). Only originals dated within 30 days of submittal will be accepted. The purpose of this document is to verify that an agreement exists between the Mobile Food Vendor and the operator of the registered CPF which allow the Mobile Food Vendor to utilize the CPF facilities in a manner consistent with all Austin Public Health rules, regulations and guidelines. Under the terms of this agreement the CPF operator must adhere to the following requirements:

- Maintain a current & valid Fixed Food Enterprise (FFE) permit.
Provide adequate/approved waste disposal facilities for handling waste water disposal, oil/grease disposal, trash disposal, and all other necessary waste disposal (including adequately sized grease trap).
Provide a sanitary area for distributing potable water to mobile units.
Allow the mobile vendor to bring the unit to the establishment for servicing as often as needed.
Provide sanitary adequate food storage facilities for dry goods and items requiring temperature control.
Allow foods to be held/stored overnight at CPF under approved sanitary conditions.
Provide additional storage for equipment and supplies used by mobile vendor (if needed)

Mobile vendors utilizing this CPF may not engage in any food preparation at the facility unless the mobile vendor has obtained an additional Food Establishment Permit for this location.

I _____ have read and understand the items of responsibility listed
CPF Owner / Responsible Party (Print)
above and agree to comply with all of the requirements. I give permission to _____
Mobile Vending Unit Owner/Operator (Print)
of _____ to use my establishment, _____
Mobile Vending Unit Name (Print) Name of CPF (Print)
located at _____ as a Central Preparation Facility for the mobile vending unit.
Address of CPF (Print)

I understand that any health violations of the vendor found at this establishment can be included on the health inspection for this establishment.

CPF Owner Phone: _____
(###) ### - ####

Notary Verification for Austin/Travis County

To be signed in the presence of the Notary after completion of form.
Signature: _____ Date: _____
Signature of Central Prep Facility Owner or Responsible Party MM/DD/YYYY

Before me on this date, _____, personally appeared, _____,
MM/DD/YYYY Central Preparation Facility Owner or Responsible Party (Print)
owner or responsible party of, _____, known to me (or proven to me) to
Name of Central Preparation Facility Establishment (Print)
be the person whose name is subscribed to the above "Central Preparation Facility Contract."

Name of Notary: _____ Expiration: _____
Name of Notary Public, State of Texas (Print) Notary Commission Expires (MM/DD/YYYY)

Notary Signature: _____ Notary Seal: _____
Ink Stamp Only



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ENVIRONMENTAL HEALTH SERVICES DIVISION

P.O. BOX 142529 Austin, TX 78714
Phone (512) 978-0300 Email: ehsd.service@austintexas.gov
Web Address: <http://www.austintexas.gov/ehsd>



Location: 1520 Rutherford LN, NE corner of Rutherford LN @ Cameron RD, Building 1 East Entrance (Not a Mailing Address)

Central Preparation Facility (CPF) Certification

For CPF(s) located outside Austin/Travis County

Any vendor that applies for an Austin Public Health Mobile Vending Permit and intends to use a CPF outside the Austin/Travis County jurisdiction must submit this form. The Health Authority overseeing the CPF's operations in that jurisdiction must complete this form.

CPF Food Establishment Name

CPF Food Establishment Permit Holder or Responsible Party

CPF Food Establishment Address

CPF Permit Number

CPF Permit Expiration

I certify that the CPF Food Establishment listed above is currently approved in my jurisdiction to operate as:

Please initial all that apply

_____ **Food Establishment**

_____ **Central Preparation Facility**

Please check one

_____ This facility is approved for wastewater disposal.

_____ This facility is not approved for wastewater disposal. * Grease trap pumping service agreement must be provided with a frequency rate that meets or exceeds Mobile Vending Unit's waste production. *

Name of Health Officer/Authority (Printed)

Name of Jurisdiction

Health Authority (Signature)

Date

Contact Phone Number



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ENVIRONMENTAL HEALTH SERVICES DIVISION**

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Web Address: <http://www.austintexas.gov/ehsd>



Location: 1520 Rutherford LN, NE corner of Rutherford LN @ Cameron RD, Building 1 East Entrance (Not a Mailing Address)

Mobile Food Vendor Itinerary Sheet

Mobile Food Vendors are required to submit and maintain a current itinerary sheet detailing vending locations, hours of operation, and Central Preparation Facility (CPF) service visits. Changes must be submitted on an updated itinerary sheet prior to implementation. Failure to maintain a current, valid itinerary with this department may result in permit suspension and/or filing of legal charges.

Mobile Vending Unit Name: _____

Owner's Name: _____

Itinerary Valid for the Following Dates: _____ to _____ **Page:** _____ of _____

Vending Location Address	Day at Location <i>(Circle All That Apply)</i>	Start Time	End Time
	Sun. Mon. Tue. Wed. Thu. Fri. Sat.	AM PM	AM PM
	Sun. Mon. Tue. Wed. Thu. Fri. Sat.	AM PM	AM PM
	Sun. Mon. Tue. Wed. Thu. Fri. Sat.	AM PM	AM PM
	Sun. Mon. Tue. Wed. Thu. Fri. Sat.	AM PM	AM PM
	Sun. Mon. Tue. Wed. Thu. Fri. Sat.	AM PM	AM PM
	Sun. Mon. Tue. Wed. Thu. Fri. Sat.	AM PM	AM PM
	Sun. Mon. Tue. Wed. Thu. Fri. Sat.	AM PM	AM PM
	Sun. Mon. Tue. Wed. Thu. Fri. Sat.	AM PM	AM PM
	Sun. Mon. Tue. Wed. Thu. Fri. Sat.	AM PM	AM PM
	Sun. Mon. Tue. Wed. Thu. Fri. Sat.	AM PM	AM PM
Central Preparation Facility Service Visit	Sun. Mon. Tue. Wed. Thu. Fri. Sat.	AM PM	AM PM
Central Preparation Facility Service Visit	Sun. Mon. Tue. Wed. Thu. Fri. Sat.	AM PM	AM PM
Central Preparation Facility Service Visit	Sun. Mon. Tue. Wed. Thu. Fri. Sat.	AM PM	AM PM

(Please submit additional itinerary pages if needed.)

Business Owner's Signature _____ Print Name _____ Date _____



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Web Address: <http://www.austintexas.gov/ehsd>



Location: 1520 Rutherford LN, NE corner of Rutherford LN @ Cameron RD, Building 1 East Entrance (Not a Mailing Address)

Restroom Facility Agreement

All City of Austin Mobile Food Vendors are required to submit and maintain a current Restroom Facility Agreement for each location where the mobile unit will operate for longer than two (2) hours. This agreement confirms availability of a restroom, during the hours of operation, for staff, within 150 feet of the vending location. Failure to maintain a current Restroom Facility Agreement with this department, for each vending location in which you operate may result in permit suspension and/or filing of legal charges.

Upper Portion: Mobile Food Vendors that intend to access restroom facilities of a store front or other similar commercial establishment must have the top portion of this form signed by the owner or responsible party of that commercial establishment.

Lower Portion: Mobile Food Vendors that intend to access portable restroom facilities may complete the bottom portion of this form.

Non-commercial/Residential facilities cannot fulfill this requirement.

Fixed Establishment Restroom Facility Agreement

I, _____, owner/responsible party for _____
Name of Commercial Establishment Owner (Print) Name of Commercial Establishment (Print)

located at _____ give permission to _____
Commercial Establishment Address (Print) Name of Mobile Owner/Responsible Party (Print)

of _____ to use my restroom facilities for their employees during the
Mobile Vending Unit Name (Print)

mobile unit's hours of operation. I understand that observations of inaccessibility to my restroom facilities during the mobile vendor's hours of operation, restroom facilities greater than 150 feet from mobile unit or sewage violations may result in this agreement being rescinded by Austin Public Health.

Signature of Commercial Establishment Owner Printed Name of Commercial Establishment Owner Contact Phone Number Date

Business Owner's Signature Print Name Date

Portable Restroom Facility Agreement

I, _____, owner/responsible party for _____
Name of Mobile Vending Unit Owner/Responsible Party (Print) Mobile Vending Unit Name (Print)

will adhere to the requirements of the Restroom Facility Agreement when in operation for two (2) consecutive hours or more at a single location. I will adhere to this requirement through the use of a portable restroom facility to be located at

_____ which will be routinely serviced by
Address of Portable Restroom Location

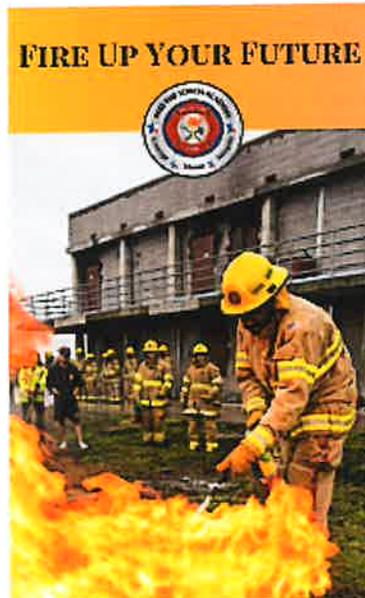
_____ and will be located and maintained in adherence to all local zoning and code
Printed Name of Liquid Waste Hauler Company

regulations. I understand that observations of inaccessibility to my restroom facilities during the hours of operation, restroom facilities greater than 150 feet from mobile unit or sewage violations may result in this agreement being rescinded by Austin Public Health.

Business Owner's Signature Print Name Date



(/page/austin-fire-ride-alongs)



(/PasstheTorch)

This information is for Mobile Food Vending Units (MFV) operating within the Austin city limits. The Austin Fire Department (AFD) conducts MFV inspections as part of the process for obtaining and maintaining annual MFV permits, issued by Austin Public Health (APH). Inspections are performed in conjunction with required health inspections. Both inspections are scheduled through APH. For more information on that process please visit: [austintexas.gov/department/mobile-food-vendors](https://www.austintexas.gov/department/mobile-food-vendors) (<https://www.austintexas.gov/department/mobile-food-vendors>)

Effective May 1, 2022, the Austin Fire Department began enforcing Section 319, Mobile Food Preparation Vehicles, of the 2021 International Fire Code (IFC). The following quick reference table as be used as a guide to ensure all Mobile Vending Units (MVU) meet the minimum requirements. The fire code applies to all MVUs equipped with propane, as well as MVUs using electric appliances that produce smoke or grease laden vapors.

Fire Inspection Permit

Effective October 1, 2023, **all** MVUs equipped with propane, as well as MVUs using electric appliances that produce smoke or grease laden vapors, will require an inspection from the Austin Fire Department before being allowed to work within Austin city limits. This includes local MVUs as well as MVUs visiting from outside of Austin that are applying for either temporary or annual Mobile Food Vending permits issued by Austin Public Health. MVUs operating without an inspection from the Austin Fire Department will be shut down and a citation will be issued.

Fire Inspection Fee Assessment

Effective October 1, 2023, an additional inspection fee will be assessed by Austin Fire Department before rescheduling any failed, late, missed, or no-show for re-inspection. A “failure” is defined as not meeting all the applicable fire codes at the time of inspection. “Late” is defined as not being prepared for inspection 15 minutes after your scheduled appointment. A “no-show” or “missed inspection” is defined as the MVU not being present at the scheduled inspection day and time. It is highly encouraged that MVUs arrive 30 minutes before their scheduled appointment.

Below are links to help guide you through the fire inspection process.

View the **[AFD MVU Checklist \(/sites/default/files/files/Fire/FireMarshal/Mobile%20Food%20Vending/79189736_MVU%20updates%20081423.pdf\)](/sites/default/files/files/Fire/FireMarshal/Mobile%20Food%20Vending/79189736_MVU%20updates%20081423.pdf)** | **[En Español \(/sites/default/files/files/Fire/FireMarshal/Mobile%20Food%20Vending/240722_MVU%20Checklist_Spanish.pdf\)](/sites/default/files/files/Fire/FireMarshal/Mobile%20Food%20Vending/240722_MVU%20Checklist_Spanish.pdf)** for a list of requirements. Required forms must be completed prior to the date of the fire inspection.

The **[Propane System Inspection Report \(/sites/default/files/files/Fire/FireMarshal/Mobile%20Food%20Vending/Propane%20System%20Inspection%20Report%202022.pdf\)](/sites/default/files/files/Fire/FireMarshal/Mobile%20Food%20Vending/Propane%20System%20Inspection%20Report%202022.pdf)** | **[En Español \(/sites/default/files/files/Fire/FireMarshal/Mobile%20Food%20Vending/240722_System%20Inspection%20Report%202022_Spanish.pdf\)](/sites/default/files/files/Fire/FireMarshal/Mobile%20Food%20Vending/240722_System%20Inspection%20Report%202022_Spanish.pdf)** is required, annually, for all units with Liquid Propane Gas (LPG). It is required to be filled out by a licensed LPG plumber prior to the fire inspection.

The **[Electrical Inspection Form \(/sites/default/files/files/Fire/FireMarshal/Mobile%20Food%20Vending/Electrical%20Inspection%20Form.pdf\)](/sites/default/files/files/Fire/FireMarshal/Mobile%20Food%20Vending/Electrical%20Inspection%20Form.pdf)** | **[En Español \(/sites/default/files/files/Fire/FireMarshal/Mobile%20Food%20Vending/240722_Electrical%20Inspection%20Form_Spanish.pdf\)](/sites/default/files/files/Fire/FireMarshal/Mobile%20Food%20Vending/240722_Electrical%20Inspection%20Form_Spanish.pdf)** is required, annually, for units that obtained a new permit after May 1, 2022.

Please send us an **[email \(mailto:afdmobilevending@austintexas.gov\)](mailto:afdmobilevending@austintexas.gov)** if you have any questions about the requirements.



[Get information or assistance \(/department/311\)](/department/311)

[Give feedback on our website \(/page/austintexasgov-feedback\)](/page/austintexasgov-feedback)

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City Manager

ITEM NO. **WORKSHOP-5**

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

Subject:

Discussion regarding Advisory Board term expirations and current vacancies.

Requested By: Becky Sims, City Secretary

Submitted By: Becky Sims, City Secretary

Date Submitted: September 5, 2024

For the Agenda of: September 9, 2024

Procurement and Funding Statement:

N/A

Attachments: Table

Summary Statement:

This item has been placed on the workshop agenda to discuss updates to the recruitment and reappointment of board members. In September of each year, we review the board terms that are expiring, as well as, any vacancies. We currently have 31 terms expiring September 30, 2024, and six (6) vacancies. Staff continues to advertise volunteer opportunities on social media and Staff has included the attached table with terms, application status and descriptions for each board. We have received 14 applications for reappointment and 10 new applications for places on various boards.

Recommendation:

Discussion and direction only

BOARD MEMBERS (Term Expiring September 2024)							
CBAA	Lesley Sanchez	Clifford Butts	Cory Butts	Nathan Hooten	Vacancy (Builder)	Vacancy (alt)	
LEDC	Fin Erwin	Misti Talbert	TJ Monroe	Michael Gill	Alexis Thompson	Mike Irvin	Janet Logan
Library	Kristin Gerety	Jim Crozier	Tim Cockburn				
P & Z	Zach Taylor	Jim Skinner	Vacancy	John David Rott	Deorald Finney	Janet Logan	
ZBA	Jack Harrell	Vacancy (alt)	Vacancy (alt)	John David Rott			
AZBOA	John Fingerhut	Steven Cohen					
Airport	Kevin Smith	John Fingerhut	Robert Lansford	Mike Watson			
Parks & Recreation	Diane Davis	Clay Harrington	Shirley Blake	Harvey Stinnett	Mindi Pratus	Janet Logan	Janet Crozier
CIP	Neal Leavell	Gail Long	Robert McCauley	Dianna Hodges	Shirley Blake	Vacancy	Janet Crozier
Golf Course	Chad Hamann	Patsy Greaves	Jane Bumpus	Andy Johnson	Jim Lindeman	Tim Cockburn	Michael Holland

CBAA members shall be represented by trades, groups or professions. 2-year term

ZBA & P&Z- member shall be resident citizens, taxpayers and qualified voters of the City of Lampasas or Extraterritorial Jurisdiction (ETJ) and own real property inside the Lampasas City Limits. P&Z 3-year terms/ ZBA- 2-year terms

LEDC This board is made up of seven (7) members who serve 2-year terms. At least three directors shall be persons who are not employees, officers, or members of the City Council. Each director shall be a resident of the City and/or County, or as otherwise provided by applicable State law, and each is entitled to one vote upon the business of the Corporation.

Library All nine (9) members must be within the Library Service area as defined by the library circulation policy; however, majority must be within the City Limits. 3-year term

Parks This board is made up of five (5) specific organizational members and four (4) at-large- members. Five (5) of the nine (9) shall reside within the City Limits & be a registered, qualified voter, the remaining four (4) must reside within Lampasas County and be a registered, qualified voter. Each member serves a 2-year term.

Airport Five members and two alternates, who are licensed pilots. Members serve 5-year terms.

CIP This board is made up of (8) members who serve 3-year terms.

Golf Course The board is made up of (5) members who serve 2-year terms, represented by (1) member to be nominated by the Lampasas Golf Association, (1) member to be nominated by the Lampasas Ladies Golf Association, (2) positions shall be members of City Council and (1) member shall be at-large.


City ManagerITEM NO. WORKSHOP-6

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

Subject:

Discussion regarding Love Thy Neighbor Event on October 5, 2024 at the Historic Courtyard Square.

Requested By: Becky Sims, City Secretary

Submitted By: Becky Sims, City Secretary

Date Submitted: September 5, 2024

For the Agenda of: September 9, 2024

Procurement and Funding Statement:

Attachments:

Summary Statement:

In recognition of the one-year anniversary and celebration of Love Thy Neighbor Day on October 5, 2024. Ashleigh Elizabeth (doLampasas) along with the Courtyard Square Association will host a Street Festival from 11:00 am–8:00 pm. With participation from local business owners, the event will include vendors, and live music. As of today, the music will begin at 3:00 pm. Details are still being finalized and will be presented to Council at the September 23, 2024 meeting.

Recommendation:

Discussion only

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Library Card Sign-up Month Proclamation

***WHEREAS**, libraries and librarians play a crucial role in the education and development of children;*

***WHEREAS**, librarians are literacy experts, offering everything from preschool story hours to summer reading clubs that sustain school-year learning;*

***WHEREAS**, libraries provide a learning environment that fosters joyful exploration, encouraging students to research subjects that they are genuinely curious about;*

***WHEREAS**, librarians create welcoming and inclusive spaces for people of all backgrounds to learn together and engage with one another;*

***WHEREAS**, librarians provide a variety of books and resources to serve everyone in the community, making knowledge and ideas available so that people have the freedom to choose what to read;*

***WHEREAS**, a library card empowers all people to pursue their dreams, explore new passions and interests, and find their voice;*

***WHEREAS**, libraries are constantly transforming to deliver new services that connect closely with community needs, even during a pandemic;*

***THEREFORE**, be it resolved that I, Herb Pearce, Mayor of Lampasas, proclaim September as Library Card Sign-up Month in Lampasas, Texas, and encourage everyone to sign up for their own library card today.*

***IN WITNESS WHEREOF**, I have herewith set my hand and caused the Seal of the City of Lampasas, Texas to be affixed this 9th day of September, 2024.*

Herb Pearce, Mayor

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**MINUTES OF SPECIAL JOINT MEETING OF THE GOVERNING BODY
OF THE CITY OF LAMPASAS, TEXAS WITH LAMPASAS ECONOMIC DEVELOPMENT
CORPORATION BOARD OF THE CITY OF LAMPASAS
JACK CALVERT MUNICIPAL BUILDING
302 E THIRD STREET
Monday, July 15, 2024
5:30 p.m. Special Session**

The Lampasas City Council and the Lampasas Economic Development Corporation of the City of Lampasas met in a special joint session on the above date with Mayor Pearce presiding.

Council Members Present:

Cathy Kuehne
Eric Hernandez
Davis Keele
Zachary Morris
Charlie Pratus

City Staff Present:

Finley deGraffenried, City Manager
Becky Sims, City Secretary
Kayleigh Stanley, Executive Secretary
Ryan Ward, Assistant City Manager

LEDC Members Present:

Misti Talbert, President
T.J. Monroe
Sid Ball
Steve Hudson
Fin Erwin
Roland Schaub

LEDC Members Absent:

N/A

JOINT WORKSHOP SESSION

- I. Call to order Joint Workshop Session with the Lampasas Economic Development Board (LEDC).

Mayor Pearce called the meeting to order at 5:30 p.m. for City Council. President Talbert called the meeting to order at 5:30 p.m. for LEDC.

- II. Discussion regarding updates and strategies for the LEDC Business Park.

Board member Hudson provided some history on the Business Park Council inquired about business retention and revenue generation, President Talbert and Board member Hudson advised on various efforts made; however, the boards purpose is to be a resource, not looking for accolades. Marketing, promoting Lampasas, keeping up with the demographics, land availability, recruiting the right businesses that offer primary jobs with above average wages.

Other discussion by board, Council and those in attendance included:

- *Business Park utilities/natural gas*
- *Cost benefit analysis- rate of return on investment*
- *Multi-family, apartments, hotels*
- *Hiring a broker to help promote and market the Business Park.*
- *Strategic plan/mission for the Business Park is not transparent to the Community.*
- *Focus on creek improvements for development*
- *Substandard properties/homeless*
 - *Building and Code Enforcement focus*

III. Discussion regarding the Economic Development Director position.

The Board discussed the existing job description and requested to add:

- *Experience in the private and government sector*
- *Strong people person with strong marketing/selling skills*
- *Real Estate/ developing/investment background*
- *Relocation Package/stress importance of living in community*

Chamber-EDC

- *Missions aligns*
- *Soliciting/promoting businesses*
- *Outreach*
- *Tourism*

IV. Discussion regarding draft LEDC Budget.

By consensus from all parties, the Life Safety Grant needs to be marketed better.

V. Discussion regarding City and EDC needs, concerns and opportunities.

The Board heard from members of the community who expressed concern for the following areas:

- *Substandard Properties*
- *Code Enforcement*
- *Regular Stakeholder Meetings*
- *Open communication between LEDC Board, City Council and the Community*

VI. Adjourn

Mayor Pro-Tem Morris moved to adjourn the meeting at 7:10 pm, the motion was seconded by Council member Kuehne and with a unanimous vote, the motion carried.

Board member Ball moved to adjourn the LEDC meeting at 7:10 pm, the motion was seconded by Board member Hudson and with a unanimous vote, the motion carried.

PASSED AND APPROVED this _____ day of _____, 2024.

Herb Pearce, Mayor

ATTEST

Becky Sims, City Secretary

**MINUTES OF REGULAR CALLED MEETING OF THE GOVERNING BODY
OF THE CITY OF LAMPASAS, TEXAS
CALVERT MUNICIPAL BUILDING
CITY COUNCIL CHAMBERS
302 E THIRD STREET
Monday, August 26, 2024
5:30 pm Special Session
6:00 pm Regular Session**

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:

Charlie Pratus
Eric Hernandez
Davis Keele
Zachary Morris
Cathy Kuehne
Myles Haider

City Staff Present:

Finley deGraffenried, City Manager
Ryan Ward, ACM
Kristy Acevedo, IT Administrator
Becky Sims, City Secretary
Yvonne Moreno, Finance Director
Jody Cummings, Police Chief
Charlie Boswell Assistant Police Chief
Joe Adams, Fire Chief
Kayleigh Stanley, Executive Assistant
Chris Eicher, Parks Director
Vicki Tower, HR Administrator
Van Sims, WWW Operations Manager

Council Members Absent

N/A

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

- I. Call to order Special Session – Mayor Pearce called the meeting to order at 5:30 p.m.**

Adjourn into Executive Session

Council member Pratus moved to adjourn into Executive Session at 5:32 pm, the motion was seconded by Council member Hernandez and with a unanimous vote, the motion carried

EXECUTIVE SESSION

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

- II. Section 551.074 (personnel matters), to deliberate the appointment, employment, evaluation, reassignment, duties of City Manager; and other personnel matters as allowed by Texas Government Code, Chapter 551**

Adjourn executive session and reconvene Special Session

Council adjourned Executive Session and reconvened Special Session at 6:00 pm.

SPECIAL SESSION

Action on Executive Session Items

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

No action was taken on items discussed during Executive Session.

Council member Pratus moved to adjourn the special session at 6:00 pm, the motion was seconded by Council member Hernandez and with a unanimous vote, the motion carried.

WORKSHOP SESSION

1. **Call to order Workshop Session-** Mayor Pearce called the workshop session to order at 6:01 pm.
2. **Discussion regarding FY 2024/2025 Budget**

Ryan Ward, ACM discussed the following:

a. Proposed Tax Rate

- The proposed tax rate of .37 cents was set by Council at the August 12, 2024 Council Meeting. (One previous increase in 15 years)
- Revenue from property taxes is generally used to fund Salaries, COLA, and Salary Adjustments. This revenue can also help offset certain Public Safety Projects.
- Difference from .35 cents to .37 cents above projected revenue is \$287,759.00 vs. \$420,167.00.

b. Water/Sewer Base Rates

- If either or both proposed base rate increase is not approved it will create a shortfall in the FY24 Budget as presented.
- Estimated water revenue based on \$5.00 base rate increase is \$219,660.00
- Estimated wastewater revenue based on \$5.00 base rate increase is \$174,780.00

c. COLA/Salary Adjustments

- Salary adjustments should be addressed annually
- Current proposed amount is \$75,000.00 to adjust salaries to competitive rates
 - If adjustments are desired for all staff, three-year plan could be considered.
- Discussions between Staff and Council to identify adjustments.
- Comparison Cities are paying anywhere from 7%-28% higher per position
 - Retention of staff is critical/level of service
 - Employees are willing to travel for better wages
 - Salary adjustments for higher tiers alleviate compression and allow for an increase in entry level rates.

Additional discussion included the following:

- Propose to hold off on salary adjustments and provide a 5% COLA
- Merit vs. Market
- Focus on retaining skilled workers

3. Discussion regarding Free Chlorine Conversion.

Van Sims, WWW Operations Manager presented the following:

- Chlorine conversion began today, August 26, 2024.
- Kempner Water Supply Corporation (KWSC), Central Texas Water Supply Corporation (CTWS), and WCID #1 plant are also participating
- Conversion is being overseen by the TCEQ Optimization Team at plants and distribution systems to verify it is working properly.
- KWSC has installed chlorine booster systems at Ivy Mountain and 195 Tanks
- Lampasas is looking for lower ammonia to start injecting free chlorine ahead of KWSC/CTWS free chlorine
- Briefly described ammonia formation and activity in Lake Stillhouse
- Briefly described chlorine demand in water along with manganese issues in lake
- Manganese is the reason for the red /discolored water.
 - Manganese will remain an issue until it has dissipated and settled in lake.
- Conversion is estimated to go through November.
- Briefly described the difference in Rural Water System and Municipal Water System and the difficulties of flushing various lines.
- Discolored water will remain a factor after conversion
- Described flushing protocol by City of Lampasas staff based on requirements, citizen concerns and various work orders.
 - Cost of flushing/possible credit for additional flushing due to the condition of water received.
- Described difference between potable and palatable Staff indicated water is potable and compliant, however; maybe slightly discolored..
- Touched on alternative water sources and raising rates and taxes.
 - Investing in system
 - Necessary for growth
- Discussed injection site project and efficiency issues of current set up

4. Discussion regarding Food Truck Ordinance.

Becky Sims, City Secretary provided the following:

- Food Truck Ordinance- Adopted 2015
 - Duration No recommendations from Council
 - 14 days= \$100.00
 - (Day rate or weekend rate?)
 - 180 days= \$300.00/ renewal \$150.00
 - Annual= \$500.00/ renewal \$250.00
 - Zoning
 - All Non-Residential Zoning Districts and/or City Parks
 - Must be a minimum of 50 feet from Residential Use
 - Thoughts about residential, i.e., parties?
 - Consider as a Special Use Permit?
 - Cannot be parked on vacant lot
 - Secondary to primary structure
 - Align with business hours

- By consensus Council, agreed that food trucks can set-up on vacant lots.
 - Distance from restaurants (brick & mortar)?
 - No recommendations from Council
- Hours of Operation – No change recommendations for Council
 - 7:00 a.m.- Midnight (parks close at 10 pm)
 - No seating, generator or music is allowed between 10:00 p.m. -midnight within 100 feet from residential uses.
- Must have Written Authorization from Property Owner
 - Use of property (same for vendor permits)
 - Use of restrooms
- Must be parked on improved surface (support structure, resist weather conditions)
 - By consensus, Council recommends removal of this requirement and leave responsibility to food truck owner.
- Commercially plumbed bathroom must be available within 300 feet for employees and patrons (sanitary restrooms/washing stations?) Some Council members do not feel a restroom for employees and patrons should be required as long as the food truck is equipped with hand washing sink.
- Seating for up to four people may be provided
- Mobile Food Vendor Unit (MFVU) must be self-contained, cannot hook up to City Utilities
- No alcoholic beverages (TABC permit) – By consensus, Council agrees with following TABC guidelines.
- Must have self-closing trash container
- No more than 3 MFVU at one location unless City sponsored event

By consensus, Council would like for the city to oversee vendor/food truck permits for organizations.

Other Requirements

- Valid Motor Vehicle Operator’s License
- Valid Vehicle Registration
- Proof of Vehicle Liability Insurance
- Valid DBA or LLC Certificate
- Texas Sales Tax Permit
- Valid and Current State Health Permit
- Current Food Handler’s Certificate

5. Discussion regarding Short Term Rental Draft Ordinance.

Becky Sims, City Secretary presented the draft ordinance for consideration, focused on the following:

- *Preserve residential quality of neighborhoods and support tourism in a balanced way*
- *STR owners to pay hotel/motel occupancy taxes (HOT)*
- *Protect quality of life*
- *House Bill 2551*
 - *Protect public health and safety*
- *Pertinent definitions*
- *Permitting*
- *Application details*
- *\$100 annual fee*

- *Emergency contact information/posting*
- *Complaints, enforcement, appeal*

Council member Hernandez is in opposition of STR Regulations/Ordinance. Mr. Hernandez felt regardless of local administration, property owners can still be required to pay Hotel Occupancy Taxes to the city.

6. Discussion regarding any item on the regular agenda. N/A

7. Adjourn Workshop Session- *Council member Haider moved to adjourn workshop at 7:26 p.m., the motion was seconded by Mayor Pro Tem Morris and with a unanimous vote, the motion carried.*

Without objection, Council took at 10-minute break.

REGULAR SESSION

ANNOUNCEMENTS

- A. Call to Order- Mayor Pearce called the regular session to order at 7:38 pm.
- B. Invocation and Pledge of Allegiance- Mayor Pearce gave the invocation and the Pledge of Allegiance to the U.S. and Texas flags were recited
- C. Presentations and Proclamations-

Month of Prayer Proclamation

WHEREAS, the City of Lampasas recognizes the power of prayer to strengthen our spirits, draw us together and create hope for a better tomorrow; and

WHEREAS, Americans have turned to prayer for strength, inspiration, and solidarity; and

WHEREAS, let us be thankful for the liberty that allows people of all faiths to worship, thankfulness of many freedoms and blessings that we take for granted; and

WHEREAS, we can find hope and comfort in the grace and guidance of a loving God; and

WHEREAS, let us pray for the men and women of our Armed Forces, Police Officers, Firefighters, who put themselves in harm's way, Healthcare Professions, Teachers and all those who make daily sacrifices, including our family, friends and community; and

WHEREAS, the National Day of Prayer is recognized the first Thursday in May, the city would like to proclaim October as the MONTH OF PRAYER; and

WHEREAS, in the spirit of Love Thy Neighbor Day on October 5, pray for unity, encourage others, inspire and take care of one another; and

NOW, THEREFORE, I, Herb Pearce, Mayor of the City of Lampasas, along with City Council do hereby proclaim October as the Month of Prayer.

There were no citizens comments

1.2	Citizen comments- Any citizen who desires to address the City Council on a matter that is included on the Agenda may do so at this time.
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Mr. Deorald Finney addressed Council relating to food trucks. He commented that every dollar made at a food truck is money taken away from brick and mortar. Restaurants in town are the most giving and support local organizations. He questioned food truck owners paying state, local and property taxes.

1.3	Public hearing to receive citizen comments regarding the proposed FY 24/25 Budget.
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There were no citizens comments

2.0	MINUTES
2.1	Discussion and possible action concerning the approval of minutes of the Regular City Council Meeting held on August 12, 2024

Council member Pratus moved to approve the minutes of the Regular City Council Meeting held on August 12, 2024, the motion was seconded by Council member Hernandez, with Council member Keele abstaining, the motion carried.

2.2	Discussion and possible action concerning the approval of minutes of the Special Meeting held on August 19, 2024
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Council member Pratus moved to approve the minutes of the Special City Council Meeting held on August 19, 2024, the motion was seconded by Council member Hernandez, with Council member Kuehne abstaining, the motion carried.

3.0	CONSENT AGENDA
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There were no consent items.

4.0	BOARDS/DEPARTMENT REPORT
4.1	<p><i>Chief Adams presented the annual FD Report</i></p> <p><u>OVERVIEW</u></p> <p><i>The Lampasas Fire Department has had an active year and this annual report will provide a brief overview on how we provided superior emergency services to our residents and visitors. The men and women who are Lampasas Fire are dedicated to providing the highest-level service 24 hours a day and 365 days a year.</i></p> <p><i>This report covers the period of physical year 2023 and includes details on staffing, operational and administrative divisions, and departmental highlights. Furthermore, projections on increased call volume are included which are based upon current volume compared against past volume for a selected six-month time period.</i></p> <p><u>STAFFING AND ORGANIZATION</u></p>

The Lampasas Fire Department operates with two divisions, the Operations Division and the Administrative Division. The Operations Division is under the direction of Assistant Chief Tim Davis and is staffed by 12 personnel. The personnel assigned to Operations are highly trained and are responsible for all emergency responses 24 hours a day, 365 days a year. These personnel are divided into three shifts that work a 48-hour shift followed by 96 hours off regardless of holidays and weekends. Each individual shift is a fully staffed Engine Company which consists of one Captain, one Driver/Engineer, and two firefighters.

The Administrative Division is comprised of the Fire Chief, the Assistant Fire Chief and the Fire Marshal who work Monday through Friday. As previously stated, the Asst. Chief has primary responsibility for the operations side of the department as well as training and apparatus and tool maintenance. The Fire Marshal duties include, but are not limited to, fire prevention and education, inspections, and code enforcement. These three positions are considered on-call for any emergency that exceeds an engine company response.

2023 HIGHLIGHTS

During the previous year, Lampasas Fire has restructured the department through the addition of three firefighters (1 per shift) to go from a 3-man engine company to a 4-man engine company. This substantial change has increased firefighter safety and morale and has enhanced our service delivery. We further restructured the department by consolidating 3 Deputy Chiefs positions into 1 Assistant Chief's position and moving the Fire Marshal out of the Operations Division to the Administrative Division. Lampasas Fire took delivery and placed into service a 2023 Spartan Engine. Lampasas Fire participated in several noteworthy events and operations to include Eclipse 2024, the 2024 Spring Ho Festival and the annual Christmas Parade and Toy Drive.

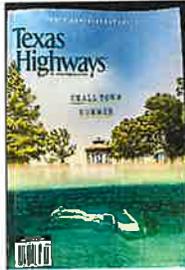
2024 PROJECTIONS

Lampasas Fire is currently seeing a substantial increase in call volume over the previous year. Based on a six-month time period comparison of January-July 2023 vs January-July 2024, call volume has increased 19 to 21 percent. Based on these numbers, the ending total call volume for physical year 2024 is projected to be 1,835 calls for service versus 1,499 for physical year 2023. Based upon increased call volume and anticipated population growth, Lampasas Fire is projecting a need for 3 additional personnel in the FY 2026 budget cycle and 3 more additional personnel in the FY 2028 budget cycle. Lampasas Fire has requested a rebuild of the ladder truck in the current budget proposal which will, upon approval and completion, meet the needs of the department for the next five to seven years. During this five-to-seven-year time frame, a new ladder truck replacement will be needed to meet the projected demand for service.

Chris Eicher, Parks Director presented the annual Parks Report

- *Departmental Staff Recognition*
- *Completed Projects*
 - *Gateway Sign 183 South*
 - *Concrete Walkway to Community Garden*
 - *Concrete Pad for Skatepark Pavilion*
 - *Replaced Playground Mulch @ 580 Complex and WM Brook Park*
 - *Completed Installation of Exercise Equipment @ 580 Complex*
- *Lampasas Municipal Airport Projects*
 - *Airport Layout Plan*
 - *Agreement with DBT to recommission AWOS System*
 - *Contract with BGIS to Replace the 100LL Fuel Tank*

- *Highlighted Pool Events*
- *Hancock Pool made the cover of the 50th anniversary edition of the Texas Highways Magazine.*



- *2023/2024 Projects in Progress*
 - *Hike and Bike Trails @ 580 Sports Complex*
 - *Parking Lot, Lighting, Electrical Upgrades, and Walkway to Skatepark*
 - *10 X 20 Pavilion for Skatepark*
 - *Improved Parking for Cooper Springs Nature Park*
 - *Storage Building inside Cooper Springs Nature Park*
 - *Planning For New Lighting @ Turner Complex*
 - *Hostess House Rehab*
- *Highlighted 600 acres of areas maintained throughout the city.*
- *Highlighted 2024 Events supported by the Parks Department.*

5.0 ROUTINE MATTERS

5.1 Assistant City Manager Operational Report

US HWY 281 *Staff has been working closely with TXDOT on the US HWY 281 Project. There is a redesign of the culvert that runs beneath the roadway and into Ruth Eakin Park, that will require the concrete channel in front of the stage to be lowered. Current staff is reviewing the plan and the work will commence after approval. Also, the Narua Rd. widening at the intersection of US HWY 281 is close to completion, as well as the Hostess House entrance.*

2nd Street Project *JHL Construction, who was awarded the 2nd Street Project, will tentatively mobilize the week of September 3, 2024. Be prepared for road closures and delays going forward. This project has 180 days in the contract.*

5.2 MAYOR'S COMMENTS

6.0 UNFINISHED BUSINESS

There was no unfinished business.

7.0 NEW BUSINESS

7.1 Discussion and possible action to approve the first reading of an Ordinance regulating Short Term Rentals.

There was no action taken on this item.

7.2 Discussion and possible action to increase wastewater base rates for residential, commercial and industrial customers by \$5.00.

Council member Keele moved to increase wastewater base rates for residential, commercial and industrial customers by \$5.00, the motion was seconded by Council member Kuehne and with a unanimous vote, the motion carried.

7.3 Discussion and possible action to increase water base rates for residential, commercial and industrial customers by \$5.00.

Council member Hernandez moved to increase water base rates for residential, commercial and industrial customers by \$5.00, the motion was seconded by Mayor Pro Tem Morris, with Council member Haider in opposition, the motion carried.

7.4 Discussion and possible action to set the FY 2024/2025 annual cost of living adjustment.

Council member Keele moved to approve a 3% COLA for FY 2024/2025, the motion was seconded by Council member Kuehne and with a unanimous vote, the motion carried.

7.5 Discussion and possible action regarding the acceptance of a bid from Texas Materials Group, Inc., for the Mill and Overlay of Naruna Road, in the amount of \$37,450.00.

Council member Kuehne moved to approve the award of bid to Texas Materials Group, Inc., for the Mill and Overlay of Naruna Road, in the amount of \$37,450.00, the motion was seconded by Council member Haider and with a unanimous vote, the motion carried.

Adjourn – Council member Keele moved to adjourn at 8:25 p.m., the motion was seconded by Mayor Pro Tem Morris and with a unanimous vote, the motion carried.

PASSED AND APPROVED this _____ day of _____, 2024.

Herb Pearce, Mayor

ATTEST

Becky Sims, City Secretary

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MINUTES OF SPECIAL MEETING OF THE GOVERNING BODY
OF THE CITY OF LAMPASAS, TEXAS
CALVERT MUNICIPAL BUILDING
CITY COUNCIL CHAMBERS
302 E THIRD STREET
Tuesday, September 3, 2024
5:00 p.m. Special Council Meeting

The City Council of the City of Lampasas met in a special called meeting on the above date and time with Mayor Pearce presiding.

Council Members Present:

Zachary Morris
 Charlie Pratus
 Eric Hernandez
 Davis Keele
 Myles Haider
 Cathy Kuehne

City Staff Present:

Becky Sims, City Secretary
 Ryan Ward, ACM
 Kayleigh Stanley, Executive Secretary
 Yvonne Moreno, Finance Director
 Finley deGraffenried, City Manager
 Van Sims, WWW Operations Manager

Council Members Absent:

N/A

PUBLIC HEARING
5:00 P.M.

I. Call to order Public Hearing

Mayor Pearce called the public hearing to order at 5:02 p.m.

- II. Public hearing to receive citizen comments regarding the proposed tax rate upon all property subject to taxation within the City of Lampasas, Texas for the 2024 tax year for the use and support of the Municipal Government of the City of Lampasas for the fiscal year beginning October 1, 2024 and ending September 30, 2025; 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, and establishing an effective date.

With no citizen comments, Mayor Pearce closed the public hearing.

III. Adjourn Public Hearing

Mayor Pro Tem Morris moved to adjourn the public hearing at 5:03 p.m., the motion was seconded by Council Member Hernandez and with a unanimous vote, the motion carried.

PASSED AND APPROVED this _____ day of _____, 2024.

Herb Pearce, Mayor

ATTEST

Becky Sims, City Secretary

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City Manager

ITEM NO. 3.1

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

Subject:

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

Requested By: Yvonne Moreno, Finance Director

Submitted By: Yvonne Moreno, Finance Director

Date Submitted: September 4, 2024

For the Agenda of: September 9, 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 August 1, 2024 to August 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-EW710150238248	JULY ELECTRIC	E	8/20/2024	620,152.01		000129		620,152.01
84250	TEXAS MUNICIPAL RETIREMENT SYS							
I-TMR202407018444	RETIREMENT CONTRIBUTIONS	D	8/01/2024	890.21		000246		
I-TMR202407118445	RETIREMENT CONTRIBUTIONS	D	8/01/2024	65,769.57		000246		
I-TMR202407258448	RETIREMENT CONTRIBUTIONS	D	8/01/2024	64,729.59		000246		131,389.37
27050	IRS-PAYROLL TAXES							
I-T1 202408088455	FEDERAL WITHHOLDING	D	8/09/2024	21,508.78		000248		
I-T3 202408088455	FICA TAX	D	8/09/2024	32,838.04		000248		
I-T4 202408088455	MEDICARE TAX	D	8/09/2024	7,679.82		000248		62,026.64
27050	IRS-PAYROLL TAXES							
I-T1 202408228456	FEDERAL WITHHOLDING	D	8/23/2024	20,473.17		000249		
I-T3 202408228456	FICA TAX	D	8/23/2024	31,277.34		000249		
I-T4 202408228456	MEDICARE TAX	D	8/23/2024	7,314.88		000249		59,065.39
84250	TEXAS MUNICIPAL RETIREMENT SYS							
I-TMR202408018454	RETIREMENT CONTRIBUTIONS	D	8/28/2024	819.55		000251		
I-TMR202408088455	RETIREMENT CONTRIBUTIONS	D	8/28/2024	63,538.70		000251		
I-TMR202408228456	RETIREMENT CONTRIBUTIONS	D	8/28/2024	63,205.46		000251		
I-TMR202408238457	RETIREMENT CONTRIBUTIONS	D	8/28/2024	185.42		000251		127,749.13
17865	COLONIAL LIFE & ACCIDENT							
I-AC1202407118445	ACCIDENT INSURANCE	R	8/01/2024	429.57		177863		
I-AC2202407258448	ACCIDENT INSURANCE	R	8/01/2024	429.64		177863		
I-AC3202407118445	ACCIDENT INSURANCE	R	8/01/2024	791.42		177863		
I-AC3202407258448	ACCIDENT INSURANCE	R	8/01/2024	791.42		177863		
I-CN1202407118445	CANCER INSURANCE	R	8/01/2024	292.48		177863		
I-CN2202407258448	CANCER INSURANCE	R	8/01/2024	292.52		177863		
I-HO1202407118445	HOSPITAL INCOME PREMIUM	R	8/01/2024	0.01		177863		
I-HO3202407118445	HOSPITAL INCOME - PRETAX	R	8/01/2024	145.49		177863		
I-HO3202407258448	HOSPITAL INCOME - PRETAX	R	8/01/2024	145.49		177863		
I-LF3202407258448	UNIV/COL LIFE AFTER TAX	R	8/01/2024	373.42		177863		
I-LF7202407118445	NON-PRETAX LIFE INSURANCE	R	8/01/2024	373.46		177863		
I-LF8202407118445	AFTER TAX COLONIAL PRODUCTS	R	8/01/2024	1,370.77		177863		
I-LF8202407258448	AFTER TAX COLONIAL PRODUCTS	R	8/01/2024	1,370.77		177863		
I-LP1202407118445	PRETAX LPSD DISABILITY	R	8/01/2024	0.01		177863		
I-LP3202407118445	LPSD DISABILITY AFTERTAX	R	8/01/2024	44.17		177863		
I-LP3202407258448	LPSD DISABILITY AFTERTAX	R	8/01/2024	44.17		177863		6,894.81
03376	PRINCIPAL LIFE INSURANCE COMPA							
C-DN2202407118445	EMPLOYEE SHARE HEALTH INSUR	R	8/01/2024	6.05CR		177871		
C-VS2202407118445	EMPLOYEE SHARE HEALTH INSUR	R	8/01/2024	2.16CR		177871		
I-202408018451	PRINCIPAL LIFE INSURANCE COMPA	R	8/01/2024	394.17		177871		
I-DN1202407118445	EMPLOYEE SHARE HEALTH INSUR	R	8/01/2024	755.37		177871		
I-DN2202407258448	EMPLOYEE SHARE HEALTH INSUR	R	8/01/2024	761.42		177871		

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
I-GDC202407258448	DENTAL INSURANCE PREMIUM	R	8/01/2024	1,158.84		177871		
I-GDE202407258448	DENTAL INSURANCE PREMIUM	R	8/01/2024	1,255.50		177871		
I-GDF202407258448	DENTAL INSURANCE PREMIUM	R	8/01/2024	1,392.48		177871		
I-GDS202407258448	DENTAL INSURANCE PREMIUM	R	8/01/2024	459.68		177871		
I-GVC202407258448	VISION INSURANCE PREMIUM	R	8/01/2024	171.50		177871		
I-GVE202407258448	VISION INSUR PREMIUM	R	8/01/2024	277.20		177871		
I-GVF202407258448	VISION INSURANCE PREMIUM	R	8/01/2024	234.50		177871		
I-GVS202407258448	VISION INSURANCE PREMIUM	R	8/01/2024	88.01		177871		
I-VS1202407118445	EMPLOYEE SHARE HEALTH PLAN	R	8/01/2024	85.52		177871		
I-VS2202407258448	EMPLOYEE SHARE HEALTH INSUR	R	8/01/2024	87.68		177871		7,113.66
74775	SCOTT & WHITE HEALTH PLAN							
C-202408018453	SCOTT & WHITE HEALTH PLAN	R	8/01/2024	660.95CR		177886		
C-HEC202407118445	EMPLOYEE SHARE HEALTH INSURANC	R	8/01/2024	30.38CR		177886		
I-202407318450	SCOTT & WHITE HEALTH PLAN	R	8/01/2024	10,549.68		177886		
I-CCC202407258448	HEALTH INSURANCE PREMIUM	R	8/01/2024	10,697.83		177886		
I-CCE202407258448	HEALTH INSURANCE PREMIUM	R	8/01/2024	13,879.95		177886		
I-CCF202407258448	HEALTH INSURANCE PREMIUMS	R	8/01/2024	4,111.36		177886		
I-CCS202407258448	HEALTH INSURANCE PREMIUM	R	8/01/2024	1,837.48		177886		
I-HE1202407258448	HEALTH INSURANCE PREMIUM	R	8/01/2024	5,494.45		177886		
I-HEA202407118445	EMPLOYEE SHARE HEALTH INSURANC	R	8/01/2024	12,622.52		177886		
I-HEC202407258448	EMPLOYEE SHARE HEALTH INSURANC	R	8/01/2024	12,703.49		177886		
I-HI1202407258448	CITY HEALTH INSURANCE	R	8/01/2024	16,552.90		177886		
I-HID202407258448	CITY HEALTH INSURANCE	R	8/01/2024	21,103.46		177886		
I-HIE202407258448	EMPLOYEE CITY HEALTH CONTRIB	R	8/01/2024	29,723.85		177886		138,585.64
02202	H & H TREE SERVICE INC							
I-08012024	REMOVE 11 HACKBERRIY	R	8/02/2024	6,000.00		177900		
I-08012024 580 COMPL	TRIM ELM AT 580	R	8/02/2024	1,800.00		177900		7,800.00
52200	LAMPASAS PUBLIC UTILITIES							
I-07312024	JULY 2024	R	8/02/2024	52,915.47		177904		52,915.47
02976	WASTE CONNECTIONS							
I-3172634V165	COMMERCIAL SOLID WASTE	R	8/02/2024	65,105.27		177926		
I-3172635V165	RESIDENTIAL SOLID WASTE	R	8/02/2024	55,769.85		177926		120,875.12
01344	CORE & MAIN LP							
I-V118245	3/4 METERS	R	8/09/2024	7,950.00		177995		7,950.00
02860	FUELMAN							
I-NP66842205	FUELMAN	R	8/09/2024	19,731.77		177997		19,731.77

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
35299	HACH COMPANY							
I-14115271	AMCS5500 REAGENTS	R	8/09/2024	1,001.85		178003		
I-14115288	REFRIGERATED BASE	R	8/09/2024	3,343.00		178003		4,344.85
46720	LAMPASAS BUILDERS MART INC							
I-738125	HAMMER DRILL BIT/RED HMR BIT	R	8/09/2024	28.50		178016		
I-738132	DIAGONAL 7" PLIERS ACE	R	8/09/2024	17.47		178016		
I-738142	BLUE/GREEN MARKING PAINT	R	8/09/2024	110.30		178016		
I-738153	GLOVES/NECK COOLER	R	8/09/2024	100.19		178016		
I-738157	TROWEL EDGER/HOSE NOZZLE	R	8/09/2024	34.20		178016		
I-738176	TIE DOWN/GLOVES	R	8/09/2024	17.46		178016		
I-738252	20'/24' LADDER EXT ALUM	R	8/09/2024	391.58		178016		
I-738255	CHLOR LIQUID 1 GAL	R	8/09/2024	126.45		178016		
I-738265	1 SIDED BLANK KEY	R	8/09/2024	10.43		178016		
I-738266	CAUTION TAPE 3" X 1000'	R	8/09/2024	38.61		178016		
I-738319	CONCRETE REDI MIX/SOLID BLK	R	8/09/2024	20.04		178016		
I-738382	CARB CLEANER/ABRAS WHEEL	R	8/09/2024	23.89		178016		
I-738394	GRO PLANT HASTA GAL	R	8/09/2024	29.43		178016		
I-738407	CONTACT CEMENT/GORILLA TAPE	R	8/09/2024	24.82		178016		
I-738464	LED BULB 60 W 24 PK	R	8/09/2024	27.59		178016		
I-738466	TOMCAT GEL/MOUSE TRAP 2 PK	R	8/09/2024	19.38		178016		
I-738474	LIQUID CHLOR/TRICHLOR TABLETS	R	8/09/2024	243.21		178016		
I-738476	EXT CORD BLK	R	8/09/2024	13.79		178016		
I-738509	NUTS/BOLTS/ROD/COUPLING	R	8/09/2024	9.89		178016		
I-738549	STONE PK/12" CHAIN/PAINT SPRY	R	8/09/2024	84.26		178016		
I-738561	INSECT BARRIER MAX GL	R	8/09/2024	23.91		178016		
I-738567	BUSHING/SC 40/PVC/PRIMER/PIPE	R	8/09/2024	119.82		178016		
I-738574	PVC PIPE 4" X 10'	R	8/09/2024	51.73		178016		
I-738584	NUTS/BOLTS	R	8/09/2024	2.19		178016		
I-738662	ENERGY FOCUS/HOE/RAKE	R	8/09/2024	136.75		178016		
I-738727	NUTS/BOLTS	R	8/09/2024	1.80		178016		
I-738746	MOUSE TRAP GLUE 2 PK	R	8/09/2024	8.45		178016		
I-738751	FIRE ANT KILLER AMDRO # 1	R	8/09/2024	67.96		178016		
I-738785	TRASH BAG/GLOVES	R	8/09/2024	65.28		178016		
I-738812	BATTERY ALK D 8 PK	R	8/09/2024	19.99		178016		
I-738819	GATORLINE/AUTOCUT LIFE SPOOL	R	8/09/2024	197.98		178016		
I-738820	LIQUID CHLORINATOR 1 GAL	R	8/09/2024	63.22		178016		
I-738919	SHOVEL/ # 2 WW	R	8/09/2024	40.63		178016		
I-738974	WRENCH COMBO/SCREWDRIVER	R	8/09/2024	37.70		178016		
I-739021	CABLE TIES 100 PK	R	8/09/2024	125.02		178016		
I-739024	13" TOOL BAG/ROUND UP/TAPE	R	8/09/2024	61.40		178016		
I-739046	REDI MIX/VARIOUS TOOL RED PACK	R	8/09/2024	29.55		178016		
I-739072	STRIPING FIELD PAINT	R	8/09/2024	121.33		178016		
I-739099	TEST KIT 6 CT	R	8/09/2024	62.54		178016		
I-739101	ENGINE OIL/MICRO CHAIN	R	8/09/2024	45.60		178016		
I-739143	20" CHAIN/20" BAR ROLLOMATIC	R	8/09/2024	94.00		178016		
I-739145	HEX NUT M8	R	8/09/2024	1.50		178016		
I-739181	BC WOODCUTTER LUBRICANT GAL	R	8/09/2024	22.50		178016		

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VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
I-739192	RED MARKING PAINT	R	8/09/2024	55.15		178016		
I-739226	PLYWOOD/# 2 WW/SCREW WOOD	R	8/09/2024	108.81		178016		
I-739308	TOOL SET/HARD HAT/SPOOL INSERT	R	8/09/2024	237.37		178016		
I-739310	TRICHLOR/LUQUID 1 GALLON	R	8/09/2024	243.21		178016		
I-739328	FLUORESCENT LAMP 32 W	R	8/09/2024	38.61		178016		
I-739358	ENGINE REPAIR/THROTTLE/GASKET	R	8/09/2024	252.16		178016		
I-739374	24" SPLASH BLOCK BLK	R	8/09/2024	8.82		178016		
I-739393	PLYWOOD CDX 1/2	R	8/09/2024	79.16		178016		
I-739398	CAULK/GERM KILLER BUG	R	8/09/2024	24.81		178016		
I-739400	5 GAL PAIL/SCREW LID PAILS	R	8/09/2024	34.19		178016		
I-739412	BC PLYWOOD 3/4	R	8/09/2024	167.02		178016		
I-739416	PLASTIC FUNNEL 6 QT	R	8/09/2024	8.82		178016		
I-739434	ENGINE OIL 6 PACK	R	8/09/2024	45.48		178016		
I-739451	SAFETY GLASSES GRV	R	8/09/2024	18.39		178016		
I-739492	MOP/CLEANER/SPONG/DRINK MIX	R	8/09/2024	208.63		178016		
I-739549	ENGINE OIL 6 PACK	R	8/09/2024	37.90		178016		
I-739566	4" PLUG/PVC THREAD	R	8/09/2024	29.40		178016		
I-739614	AIR COUPLING/20 PC CRAFTSMAN	R	8/09/2024	23.66		178016		
I-739623	NUTS/BOLTS	R	8/09/2024	3.80		178016		
I-739825	SHARPSHOOTER 16"	R	8/09/2024	34.95		178016		
I-739832	BATTERY DURACELL	R	8/09/2024	13.97		178016		
I-739866	FOAM STUFF EXPAN	R	8/09/2024	22.05		178016		
I-739867	CLEANER/GLOVES/PAIL/SHOP TOWE	R	8/09/2024	74.80		178016		
I-739878	BLUE MARKING PAINT/SCREWS	R	8/09/2024	91.57		178016		4,635.07
00933	MOMAR INC							
I-PSI547257	WORK/WINTER GLOVES	R	8/09/2024	1,434.21		178041		
I-PSI572072	ENZYM TOSS BAGS	R	8/09/2024	2,884.80		178041		4,319.01
03493	TROJAN TECHNOLOGIES GROUP ULC							
I-27249	UV LAMPS	R	8/09/2024	11,520.60		178060		11,520.60
01568	HOME PLACE FLOORS							
I-008146	UPSTAIRS BATHROOM	R	8/13/2024	6,824.17		178089		6,824.17
02754	MASTERCARD							
C-06262024 CREDIT	HAMPTON INN & SUITE CREDI	R	8/13/2024	295.20CR		178091		
C-07092024	PRINTING FOR LESS	R	8/13/2024	211.72CR		178091		
I-000001524Z	LICENSE REGISTRATION	R	8/13/2024	113.75		178091		
I-000002497Z	B WATER LICENSE APP	R	8/13/2024	113.75		178091		
I-01305Z	BREAKFAST/SPRING HO	R	8/13/2024	53.56		178091		
I-01414Z	LUNCH /PARKS CREW	R	8/13/2024	43.87		178091		
I-01416Z	BREAKFAST/SPRING HO	R	8/13/2024	50.53		178091		
I-01555Z	DINNER FOR COUNCIL	R	8/13/2024	119.48		178091		
I-02281Z	DINNER FOR COUNCIL	R	8/13/2024	199.98		178091		
I-02549G	LUNCH FOR CITY HALL	R	8/13/2024	219.20		178091		
I-02781Z	BUSHES FOR LIFEGUARDS	R	8/13/2024	34.06		178091		
I-06262024 MORUA	MORUA CORRECT CHARGE	R	8/13/2024	285.20		178091		

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
I-06272024	PARKING PERMIT	R	8/13/2024	20.00		178091		
I-06272024 KASEY	AIRLINE FLIGHT FOR SCHWAR	R	8/13/2024	712.96		178091		
I-06272024*KASEY	FLIGHT TRAVEL INSURANCE	R	8/13/2024	54.68		178091		
I-06272024HERRING	HERRING HOTEL FOR CONFER	R	8/13/2024	1,042.88		178091		
I-06272024RODRIGUEZ	RODRIGUEZ HOTEL STAY FOR	R	8/13/2024	1,042.88		178091		
I-06282024BOSWELL	BOSWELL HOTEL FOR TRAININ	R	8/13/2024	621.20		178091		
I-07012024	LICENSE RENEWAL	R	8/13/2024	111.00		178091		
I-07132024	LUNCH/SPRING HO	R	8/13/2024	65.46		178091		
I-07132024 KASEY	SCHWARTZER HOTELFOR TRAIN	R	8/13/2024	722.68		178091		
I-07222024	TRAINING	R	8/13/2024	238.00		178091		
I-07232024	HOTEL FOR TPPA	R	8/13/2024	800.00		178091		
I-07232024#	HOTEL FOR TPPA	R	8/13/2024	562.20		178091		
I-07232024**	TML ANNUAL CONFERENCE	R	8/13/2024	2,400.00		178091		
I-07232024**	TML ANNUAL CONFERENCE	R	8/13/2024	400.00		178091		
I-07232024***	TML ANNUAL CONFERENCE	R	8/13/2024	250.00		178091		
I-08062024	WEBSITE STOCK IMAGES	R	8/13/2024	29.00		178091		
I-101826732	REFERENCE PUBLICATIONS	R	8/13/2024	198.10		178091		
I-1047	TCMA REGION 7 LUNCHEON	R	8/13/2024	16.50		178091		
I-11258	TMCCP SEMINAR	R	8/13/2024	315.00		178091		
I-253321	CERTIFICATION	R	8/13/2024	87.17		178091		
I-34CFXWA	FEDERAL AVIATION DRONE AD	R	8/13/2024	5.00		178091		
I-6651	FRAMES	R	8/13/2024	250.00		178091		
I-673105	REFERENCE LIBRARY	R	8/13/2024	122.58		178091		
I-765984	PROMOTIONS	R	8/13/2024	541.00		178091		
I-9019	MEMBERSHIP DUES	R	8/13/2024	100.00		178091		
I-DS001278483	DROPSEND LITE	R	8/13/2024	45.00		178091		
I-P2806444059	TTHM MAILER 2ND QUARTER	R	8/13/2024	1,448.15		178091		
I-TC1721054836841	RESILLIENCY TRAINING	R	8/13/2024	50.00		178091		12,977.90
03406	WELLS FARGO FINANCIAL LEASING							
I-5030830235	MOWER LEASE	R	8/13/2024	2,750.00		178105		
I-5030830236	MOWER LEASE	R	8/13/2024	1,470.00		178105		4,220.00
74775	SCOTT & WHITE HEALTH PLAN							
C-202406288442	SCOTT & WHITE HEALTH PLAN	R	8/15/2024	822.91CR		178120		
I-202406288440	SCOTT & WHITE HEALTH PLAN	R	8/15/2024	10,549.68		178120		
I-202406288443	SCOTT & WHITE HEALTH PLAN	R	8/15/2024	762.15		178120		
I-CCC202406278437	HEALTH INSURANCE PREMIUM	R	8/15/2024	11,520.74		178120		
I-CCE202406278437	HEALTH INSURANCE PREMIUM	R	8/15/2024	12,558.05		178120		
I-CCF202406278437	HEALTH INSURANCE PREMIUMS	R	8/15/2024	4,111.36		178120		
I-CCS202406278437	HEALTH INSURANCE PREMIUM	R	8/15/2024	1,837.48		178120		
I-HE1202406278437	HEALTH INSURANCE PREMIUM	R	8/15/2024	5,494.45		178120		
I-HEA202406148435	EMPLOYEE SHARE HEALTH INSURANC	R	8/15/2024	12,784.46		178120		
I-HEC202406148435	EMPLOYEE SHARE HEALTH INSURANC	R	8/15/2024	50.59		178120		
I-HEC202406278437	EMPLOYEE SHARE HEALTH INSURANC	R	8/15/2024	12,784.46		178120		
I-HI1202406278437	CITY HEALTH INSURANCE	R	8/15/2024	16,552.90		178120		
I-HID202406278437	CITY HEALTH INSURANCE	R	8/15/2024	21,103.46		178120		
I-HIE202406278437	EMPLOYEE CITY HEALTH CONTRIB	R	8/15/2024	29,723.85		178120		139,010.72

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
02976	WASTE CONNECTIONS							
I-3172655V165	CITIZENS STATION	R	8/15/2024	1,846.61		178124		
I-3172665V165	RECYCLE CENTER	R	8/15/2024	836.57		178124		
I-3172774V165	WWTP DEMO ROLL OFF FEES	R	8/15/2024	2,656.33		178124		5,339.51
03269	FUEGO FIRE CENTER							
I-S12780	ANNUAL TESTING	R	8/22/2024	6,614.00		178190		6,614.00
33574	GRAVES DOUGHERTY HEARON & MOOD							
I-2072449	GENERAL MATTERS	R	8/22/2024	4,522.50		178192		4,522.50
47585	KEMPNER WATER SUPPLY CORP							
I-07312024	DEBT PAYMENTS	R	8/22/2024	19,146.97		178200		19,146.97
52781	LAMP SPRING HO FEST INC							
I-08152024	SPRING HO REIMBURSE	R	8/22/2024	7,500.00		178201		7,500.00
01717	METRO FIRE APPARATUS SPECIALIS							
I-INV 05 20542	ENGINE ONE	R	8/22/2024	4,502.07		178210		4,502.07
03617	SPECIFIC ENERGY INC.							
I-10148	DPO OP AND MANAG FEE	R	8/22/2024	4,321.18		178222		4,321.18
03785	THE HUNTINGTON NATIONAL BANK							
I-8965512	CLUB CAR LEASE	R	8/22/2024	11,336.72		178229		11,336.72
17865	COLONIAL LIFE & ACCIDENT							
C-202408288461	ADJUSTMENT S SEWELL	R	8/28/2024	94.04CR		178243		
I-AC1202408088455	ACCIDENT INSURANCE	R	8/28/2024	429.57		178243		
I-AC2202408228456	ACCIDENT INSURANCE	R	8/28/2024	429.64		178243		
I-AC3202408088455	ACCIDENT INSURANCE	R	8/28/2024	791.42		178243		
I-AC3202408228456	ACCIDENT INSURANCE	R	8/28/2024	791.42		178243		
I-CN1202408088455	CANCER INSURANCE	R	8/28/2024	292.48		178243		
I-CN2202408228456	CANCER INSURANCE	R	8/28/2024	292.52		178243		
I-HO1202408088455	HOSPITAL INCOME PREMIUM	R	8/28/2024	0.01		178243		
I-HO3202408088455	HOSPITAL INCOME - PRETAX	R	8/28/2024	145.49		178243		
I-HO3202408228456	HOSPITAL INCOME - PRETAX	R	8/28/2024	145.49		178243		
I-LF3202408228456	UNIV/COL LIFE AFTER TAX	R	8/28/2024	373.42		178243		
I-LF7202408088455	NON-PRETAX LIFE INSURANCE	R	8/28/2024	373.46		178243		
I-LF8202408088455	AFTER TAX COLONIAL PRODUCTS	R	8/28/2024	1,370.77		178243		
I-LF8202408228456	AFTER TAX COLONIAL PRODUCTS	R	8/28/2024	1,370.77		178243		
I-LP1202408088455	PRETAX LPSD DISABILITY	R	8/28/2024	0.01		178243		
I-LP3202408088455	LPSD DISABILITY AFTERTAX	R	8/28/2024	44.17		178243		
I-LP3202408228456	LPSD DISABILITY AFTERTAX	R	8/28/2024	44.17		178243		6,800.77

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03376	PRINCIPAL LIFE INSURANCE COMPA							
I-202408278459	PRINCIPAL LIFE INSURANCE COMPA	R	8/28/2024	394.17		178252		
I-DN1202408088455	EMPLOYEE SHARE HEALTH INSUR	R	8/28/2024	761.42		178252		
I-DN2202408228456	EMPLOYEE SHARE HEALTH INSUR	R	8/28/2024	761.42		178252		
I-GDC202408228456	DENTAL INSURANCE PREMIUM	R	8/28/2024	1,158.84		178252		
I-GDE202408228456	DENTAL INSURANCE PREMIUM	R	8/28/2024	1,232.25		178252		
I-GDF202408228456	DENTAL INSURANCE PREMIUM	R	8/28/2024	1,392.48		178252		
I-GDS202408228456	DENTAL INSURANCE PREMIUM	R	8/28/2024	459.68		178252		
I-GVC202408228456	VISION INSURANCE PREMIUM	R	8/28/2024	171.50		178252		
I-GVE202408228456	VISION INSUR PREMIUM	R	8/28/2024	272.16		178252		
I-GVF202408228456	VISION INSURANCE PREMIUM	R	8/28/2024	234.50		178252		
I-GVS202408228456	VISION INSURANCE PREMIUM	R	8/28/2024	88.01		178252		
I-VS1202408088455	EMPLOYEE SHARE HEALTH PLAN	R	8/28/2024	87.68		178252		
I-VS2202408228456	EMPLOYEE SHARE HEALTH INSUR	R	8/28/2024	87.68		178252		7,101.79
74775	SCOTT & WHITE HEALTH PLAN							
I-202408268458	SCOTT & WHITE HEALTH PLAN	R	8/28/2024	10,549.68		178267		
I-CCC202408228456	HEALTH INSURANCE PREMIUM	R	8/28/2024	10,697.83		178267		
I-CCE202408228456	HEALTH INSURANCE PREMIUM	R	8/28/2024	13,219.00		178267		
I-CCF202408228456	HEALTH INSURANCE PREMIUMS	R	8/28/2024	4,111.36		178267		
I-CCS202408228456	HEALTH INSURANCE PREMIUM	R	8/28/2024	1,837.48		178267		
I-HE1202408228456	HEALTH INSURANCE PREMIUM	R	8/28/2024	5,494.45		178267		
I-HEA202408088455	EMPLOYEE SHARE HEALTH INSURANC	R	8/28/2024	12,703.49		178267		
I-HEC202408228456	EMPLOYEE SHARE HEALTH INSURANC	R	8/28/2024	12,703.49		178267		
I-HI1202408228456	CITY HEALTH INSURANCE	R	8/28/2024	16,552.90		178267		
I-HID202408228456	CITY HEALTH INSURANCE	R	8/28/2024	21,103.46		178267		
I-HIE202408228456	EMPLOYEE CITY HEALTH CONTRIB	R	8/28/2024	29,723.85		178267		138,696.99
02344	BRENNTAG SOUTHWEST INC							
I-BSW56804	190 LAS	R	8/29/2024	928.20		178274		
I-BSW568310	BLEACH 190 METER SITE	R	8/29/2024	3,833.60		178274		
I-BSW568311	BLEACH 580 METER SITE	R	8/29/2024	3,610.18		178274		8,371.98
35299	HACH COMPANY							
C-2225910	WARRANTY CREDIT	R	8/29/2024	3,214.80CR		178280		
I-14142010	CHEMKEYS	R	8/29/2024	3,710.12		178280		
I-14146068	NITRATE REAGENT & PROBE	R	8/29/2024	426.65		178280		
I-14146133	NEW SL1000 ANALYZER	R	8/29/2024	4,901.60		178280		5,823.57

VENDOR SET: 99 CITY OF LAMPASAS
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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:	29		779,796.84		0.00		779,796.84
	HAND CHECKS:	0		0.00		0.00		0.00
	DRAFTS:	4		380,230.53		0.00		380,230.53
	EFT:	1		620,152.01		0.00		620,152.01
	NON CHECKS:	0		0.00		0.00		0.00
	VOID CHECKS:	0	VOID DEBITS	0.00				
			VOID CREDITS	0.00	0.00		0.00	

TOTAL ERRORS: 0

VENDOR SET: 99	BANK: FSB	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
			34	1,780,179.38	0.00	1,780,179.38
BANK: FSB	TOTALS:		34	1,780,179.38	0.00	1,780,179.38
REPORT TOTALS:			34	1,780,179.38	0.00	1,780,179.38

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

SUBJECT:

Discussion and Possible Action concerning the Ordinance amending Appendix A (Fee Schedule), Chapter 82 (Utilities), Article V, Section (h) Water Rates and Section (k) Wastewater Rates of the Code of Ordinances of the City of Lampasas Providing for an increase in the rates to be charged for water and wastewater by the City of Lampasas; Providing for repeal of conflicting ordinances; providing a severability clause; and providing an effective date.

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

DATE SUBMITTED: September 4, 2024 FOR THE AGENDA OF: September 9, 2024

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

SUMMARY STATEMENT:

Please review and approve the attached ordinance. This proposed rate increase was discussed during previous Council meetings. As discussed, the proposed base rates will be increased by \$5.00 per month for both the water and the wastewater rates.

Recommendation: Please approve ordinance.

AN ORDINANCE AMENDING APPENDIX A (FEE SCHEDULE), CHAPTER 82 (UTILITIES), ARTICLE V, SECTION (h) (WATER RATES) AND SECTION (k) WASTEWATER RATES OF THE CODE OF ORDINANCES OF THE CITY OF LAMPASAS PROVIDING FOR AN INCREASE IN THE RATES TO BE CHARGED FOR WATER SERVICE AND WASTEWATER SERVICE BY THE CITY OF LAMPASAS; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

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

WHEREAS, the City Council of the City of Lampasas is legally empowered to regulate water and wastewater rates charged to customers of its municipal system; and

WHEREAS, the City Council of the City of Lampasas recognizes a need to revise its water and wastewater rates to maintain a fiscally sound enterprise fund; and

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

SECTION I. THAT the matters and facts recited in the preamble hereof are hereby found and determined to be true and correct.

SECTION II. THAT Chapter 82 Appendix A—Fee Schedule, Article V “Rates, Charges, and Billing Procedures” Section (h) Water Rates and Section (k) Wastewater Rates of the Code of Ordinance of the City of Lampasas, Texas is hereby amended as per the following:

(h) Water rates:

- | | |
|--|-------|
| (1) Minimum Base Rate per month: | |
| a. Minimum Base rate per month per metered water connection | 34.50 |
| b. Per each 1,000 gallons of water consumed per month | 4.65 |
| (2) Apartment rates in City (mastered metered): | |
| a. Minimum Base rate per month per apartment unit | 29.50 |
| b. Per each 1,000 gallons of water consumed per month | 4.65 |
| (3) Commercial and Industrial rates in City: | |
| a. Minimum Base rate per month per metered water connection | 41.50 |
| b. Per each 1,000 gallons of water consumed per month | 4.80 |
| (4) Residential and Apartment rates outside City (separately metered): | |
| a. Minimum Base rate per month per metered water connection | 49.50 |
| b. Per each 1,000 gallons of water consumed per month | 4.70 |
| (5) Apartment rates outside City (master metered): | |
| a. Minimum Base rate per month per metered water connection | 44.50 |
| b. Per each 1,000 gallons of water consumed per month | 4.70 |
| (6) Commercial and Industrial rates outside City | |
| a. Minimum Base rate per month per apartment unit | 59.50 |
| b. Per each 1,000 gallons of water consumed per month | 4.80 |

(k) Wastewater Rates

(1) Residential in the City	
a. Minimum Base rate per month	29.00
b. Per each 1,000 gallons	3.55
(2) Apartment rates in City	
a. Minimum Base rate per month	29.00
b. Per each 1,000 gallons	3.55
(3) Commercial and Industrial rates in City:	
a. Minimum Base rate per month	33.00
b. Per each 1,000 gallons	3.55
(4) Residential and Apartment rates outside City	
a. Minimum Base rate per month	29.00
b. Per each 1,000 gallons	3.55
(5) Apartment rates outside City (master metered):	
a. Minimum Base rate per month	29.00
b. Per each 1,000 gallons	3.55
(6) Commercial and Industrial rates outside City	
a. Minimum Base rate per month	33.00
b. Per each 1,000 gallons	3.55

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

SECTION IV. PROVIDING FOR SEVERABILITY. If any provision, section, sentence, clause or phrase of this Ordinance, or the application of same to any person or set of circumstances is for any reason held to be unconstitutional, void, invalid, or unenforceable, the validity of the remaining portions of this Ordinance or its application to other persons or set of circumstances shall not be affected thereby, it being the intent of the City Council of the City of Lampasas in adopting, and the Mayor in approving this Ordinance, that no portion hereof or provision or regulation contained herein shall become inoperative or fail by reason of any unconstitutionality or invalidity of any portion, provision, or regulation.

SECTION V. CONFLICTING ORDINANCES. That all ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of said conflict.

SECTION VI. EFFECTIVE DATE. This ordinance shall be effective beginning with the first billing period for the month of October 2024.

SECTION VII. The Mayor is hereby authorized to sign this ordinance and the City Secretary to attest. This Ordinance shall become effective in accordance with the City Charter and the laws of the State of Texas.

READ AND APPROVED on the First Reading this _____ day of _____, 2024.

PASSED AND APPROVED, on the Second Reading, at a regular meeting of the City Council of the City of Lampasas, Texas this _____ day of _____, 2024

, at which meeting a quorum was present, held in accordance with the provisions of Article 6252-17, V.A.T.S.

APPROVED:

Herb Pearce, Mayor

ATTEST:

Becky Sims, City Secretary

Approved as to Form:
Jo Christy Brown, City Attorney
(Signature of Attorney Provided on Separate Page, to be Attached)

City of Lampasas

M E M O

To: Mayor and City Council
 From: Finley deGraffenried
 Re: Manager's Report
 Date: 6 September 2024

Sulphur Creek Council is undoubtedly aware that an online petition has been promoted asking for support for swimming in Sulphur Creek. The City has not been presented with a list of names, nor is a list a requirement for Council consideration of a request. Staff would recommend, if deliberation or consideration is desired, to utilize the City's Committee resources, which, in this case would be the Park Board. Typically, the Park Board, Airport Advisory Committee, and Golf Board by example, would review a request and forward a recommendation to City Council. Additionally, if Council desires additional research, reporting, or any other work related to a proposed project, the request should come from the Council to the City Manager as a directive.

KWSC In an attempt to address several items with Kempner Water Supply Corporation ("KWSC"), prior to additional consultation with counsel, staff met with the General Manager of KWSC to seek relief on items not addressed on their July invoice. Staff expressed the City's position related to Emergency Water and KWSC's lack of transparency when controlling the valve from CTWSC; including the failure to specifically follow requirements for communication with the City. The City discussed the lack of credit for water the City was flushing for the benefit of the KWSC system. Finally, the City noted that due to the contractually non-compliant water the City had been receiving since June, with no chlorine residual, the City had spent \$22,866.90 more for the three summer months in 2024, than was spent for the same months in 2023. Staff offered the opportunity for the General Manager to correct the bill, or in the alternative, I suggested the City, subject to Council directive, would seek damages as allowed by contract.

Forward Lampasas Staff attended the Forward Lampasas meeting on August 30th which was attended by approximately 25 individuals. The meeting was conducted by Eddie Bowden, and presentations were offered by Liz Haviland, LISD Career and Technical Education Director, on offerings and outreach for the programs; and by Boyce Cabiness, representing Lampasas Conservancy. Boyce reviewed recent investigation on historical assets in East Lampasas, and efforts to seek community support and funding. The group also reviewed their 6 project panels that include the Airport, Creek Trails, Code Enforcement, Economic Growth, Downtown Initiatives, and the 580 Sports Park.

Hostess House Staff has executed Change Orders No. 1 and 2 this past week for a net increase of \$4,621.74 to the Contract amount. Credits for Change Order No. 1 included elimination of permitting fees, reduction in size of grease trap, and copper credit for lightning protection. Additions for Change Order No. 1 primarily including furring and re-routing of mechanical lines to avoid structural members. Change Order No. 2 included credits for deleted beams, resizing of beams, and elimination of specified columns. Additions included costs for replacing warped column, upsizing columns, structural upgrades. Initially, the Contractor requested numerous RFI's and our consultants communicated their concern to the City that the RFI's may have been a reach for additional changes. The position that the City, and our consultants took was to respond briefly and cite applicable plan or specification documentation. Kimberly Thompson, Project Manager, Reliance Architecture, also reports that the contractor has turned the corner on that activity, apparently understanding the firm position our consultants and the City have taken. The structural engineer has also called on the contractor to make deductions where applicable, particularly when a change is necessary. The \$4,621.74 increase in Orders is well within the Contract allowance of \$106,000 contingency, and is relatively light in comparison of the type of work and the scope of the project.

Tax Help For the second year, the City will be hosting community federal tax filing assistance at the Calvert Building. Volunteers, including our own Bob McCauley and Clay Harrington, will provide individual assistance on Tuesdays from approximately 9:00 a.m. to 1:00 p.m. during the filing season.

Hamilton EMS Attached is the Hamilton EMS report of activity for the month of August. Of note is the total City of Lampasas calls for service at 44% of County volume, with an average response time of 4 minutes and 55 seconds. Transfers generated within the City of Lampasas accounted for 24% of total calls.

HB3834 Monica Wright has reported to the State Department of Information Resources that the City is in compliance with all cybersecurity training. It's a training I know we all look forward to each year! Thanks for helping us stay in compliance.

Anniversaries Staff is pleased to recognize the following employees who began their Lampasas careers in September: Fidel Morua, 20 years; Kristy Acevedo, 7 years; Thomas Kelley, 8 years; Bart Baker, 2 years; Sami Ervin, 1 year; Garrett Bradley, 8 years; Steve Knowlton, 3 years; Chris Coronado, 2 years; Jody Cummings, 32 years; Vicki Tower, 8 years; Monica Wright, 19 years; Trevor Johnstone, 2 years; Allyanna Corcoran, 2 years; Carlos Rodriguez, 3 years; Tania Baines, 8 years.



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

EMS Medical Director
 Timothy Rudolph
 M.D.

EMS Director
 Patrick Cobb EMTP,
 CEM

Lampasas County EMS Report August 2024

RESPONSE TIMES:

Lampasas County: 10 min 44 sec

City of Lampasas: 4 min 55 sec

RUN TYPE:

NATURE	EMS6	SQ61	M41	N42	M61	M62	M63	M96	
Emergency Interfacility Transfer					12	11	8		
Emergency Response (Mutual Aid)						1	6		
Emergency Response (Primary Response Area)		13	2	1	89	95	62		
Hospital to Non-Hospital Facility Transfer					6	2			
Non-Emergency Interfacility Transfer					23	21	14		
Non-Hospital Facility to Non-Hospital Facility Transfer					1				
Standby (Events)		2					1	1	
Support Services (Fire / Law Enforcement)	4								

Total Calls: 375

PATIENT DISPOSITION BY UNIT:

	EMS6	SQ61	M41	M42	M61	M62	M63	M96	
Patient Evaluated and Care Provided			2		115	94	71		
Patient Evaluated and Refused Care		1			10	21	7		
Patient Evaluated, No Care Required		6			1	1			
Patient Refused Evaluation and Care		3			1	4	3		
Patient Support Services Provided				1		3	2		
N/A	4	5			4	7	8	1	

Level of Service By MICU Number:

	EMS6	SQ61	M41	M42	M61	M62	M63	M96	
ADVANCED LIFE SUPPORT			2	1	74	63	61		
BASIC LIFE SUPPORT		10			51	59	22		
CRITICAL CARE					1				
N/A	4	5			5	8	8	1	

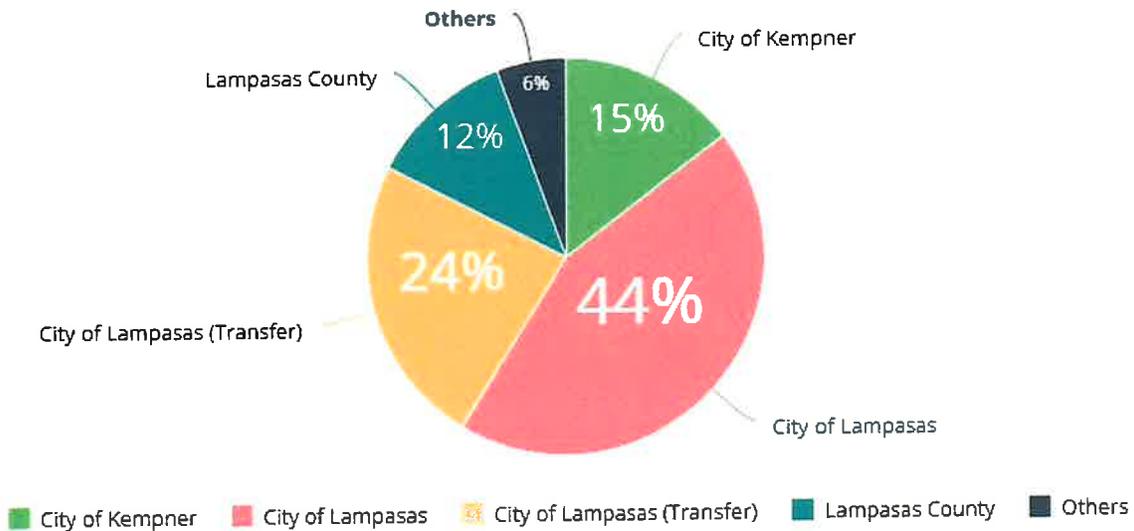
TRANSPORT DISPOSITION BY UNIT:

Transport Disposition	EMS6	SQ61	M41	M42	M61	M62	M63	M96	
No Transport	1	9			1	5	4		
Patient Refused Transport		1			22	23	8		
Transport by Another EMS Unit					1				
Transport by this EMS Unit			2	1	103	95	70		
Transport by This EMS Unit, with a Member of Another Crew							1		
N/A	3	5			4	7	8	1	

CALLS FOR SERVICE BY LAMPASAS COUNTY AREAS

AREA	# of Calls	Average Response Time by Area
City of Lampasas		4:55
Lampasas VFD District	44	9:56
Kempner VFD District	55	8:54
Adamsville VFD District	4	29:40
Lometa VFD District	10	16:18
Advent Health Rollins Brook Transfers	89	N/A
Mutual Aid	7	N/A

Percent of Calls By Zone




City Manager

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

7.1
Item No.

SUBJECT:

Discussion and possible action concerning the first reading of an Ordinance setting the Tax Rate and Levying a tax upon all property subject to taxation within the City of Lampasas, Texas for the 2024 Tax Year for the use and support of the Municipal Government of the City of Lampasas for the Fiscal Year beginning October 1, 2024 and ending September 30, 2025; 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 for the City of Lampasas; and establishing an Effective date.

REQUESTED BY: Yvonne Moreno, Finance Director

SUBMITTED BY: Yvonne Moreno, Finance Director

DATE SUBMITTED: Sept. 4, 2024 FOR THE AGENDA OF: Sept. 9, 2024

Expenditure Required: N/A

Available Funding: N/A

Attachments:

SUMMARY STATEMENT:

The attached ordinance adopts a total tax rate of \$0.340000 cents for the 2024 tax year. The tax rate is divided between \$0.275141 cents for general fund maintenance and operations and \$0.064859 cents for debt service (interest and sinking fund.)

The motion to adopt the ordinance that sets the tax rate must be made in the following form with a record vote:

“I move that property tax rate be increased by the adoption of a tax rate of \$0.340000, which is effectively a 9.76 percent increase in the tax rate.”

Recommendation: Please take record vote on setting the tax rate.

ORDINANCE NO. _____

AN ORDINANCE SETTING THE TAX RATE AND LEVYING A TAX UPON ALL PROPERTY SUBJECT TO TAXATION WITHIN THE CITY OF LAMPASAS, TEXAS, FOR THE 2024 TAX YEAR FOR THE USE AND SUPPORT OF THE MUNICIPAL GOVERNMENT OF THE CITY OF LAMPASAS FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2024 AND ENDING SEPTEMBER 30, 2025; 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; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the Chief Appraiser of the Lampasas County Tax Appraisal District has prepared and certified the appraisal roll for the City of Lampasas, Texas, said roll being that portion of the approved appraisal roll of the Lampasas County Tax Appraisal District which lists property taxable by the City of Lampasas, Texas; and

WHEREAS, the City has duly complied with all state requirements regarding notification of the public; and

WHEREAS, a public hearing was duly held on September 3, 2024 and all interested persons were given an opportunity to be heard; and

WHEREAS, the City Council has complied with all applicable requirements of the Texas Property Tax Code prior to setting the tax rate for said City for 2024; and

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

SECTION 1. That the tax rate of the City of Lampasas, Texas for the tax year 2024 be, and is hereby, set at \$0.340000 on each one hundred dollars (\$100) of the taxable value of real and personal property not exempt from taxation by the constitution and laws of this state situated within the corporate limits of said City.

THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE.

THE TAX RATE WILL EFFECTIVELY BE RAISED BY 9.76 PERCENT AND WILL INCREASE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$35.86

SECTION 2. That there is hereby levied and there shall be collected for the tax year 2024 for the use, support, and permanent improvements of the municipal government of the City of Lampasas, Texas and to provide interest and sinking funds for the retirement of debt, upon all real and personal property not exempt from taxation by the constitution and laws of this state situated within the corporate limits of said City, said tax; and said tax, so levied and collected shall be apportioned to the specific purposes hereinafter set forth; to wit;

- A. For the payment of current expenses and to be deposited in the general fund (for the purposes of maintenance and operations) \$0.275141 cents on each one hundred dollars (\$100) of the taxable value of such property; and,

B. To pay interest and principal sinking fund requirements on all outstanding indebtedness of said City \$0.064859 Cents on each \$100 dollars (\$100) of taxable value of such property.

SECTION 3. That the Chief Appraiser is hereby authorized to assess and collect the taxes of said City employing the above tax rate.

SECTION 4. That the Director of Finance in said City shall keep accurate and complete records of all monies collected under this Ordinance and of the purposes for which same are expended.

SECTION 5. That monies collected pursuant to this Ordinance shall be expended as set forth in the City of Lampasas Annual Budget 2024-2025.

SECTION 6. That all monies collected which are not specifically appropriated shall be deposited in the general fund.

SECTION 7. That all ordinance shall take effect and be in full force and effect from and after its passage and approval according to law.

READ AND APPROVED on the First Reading this _____ day of _____, 2024.

PASSED AND APPROVED, on the Second Reading, at a regular meeting of the City Council of the City of Lampasas, Texas this _____ day of _____, 2024, at which meeting a quorum was present, held in accordance with the provisions of Article 6252-17, V.A.T.S.

APPROVED

Herb Pearce, Mayor

ATTEST:

Becky Sims, City Secretary

APPROVED AS TO FORM:

Jo Christy Brown, City Attorney

(Signature of Attorney Provided on Separate Page, to be Attached)

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City Manager

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

7.2
Item No.

SUBJECT:

Discussion and possible action concerning the first reading of an Ordinance approving and adopting a Budget for operating the Municipal Government of the City of Lampasas for the Fiscal Year Beginning on October 1, 2024 and ending on September 30, 2025; Appropriating money for the various funds and purposes of such budget including appropriations of money to pay interest and principal Sinking Fund requirements on all indebtedness; Providing a severability clause; providing a repealer clause for the repeal of all Ordinances and Appropriations in conflict with the provisions of this Ordinance; and Establishing an Effective Date.

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

DATE SUBMITTED: Sept. 4, 2024 FOR THE AGENDA OF: Sept 9, 2024

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

SUMMARY STATEMENT:

The attached ordinance will formally adopt the proposed budget for the 2024-2025 Fiscal Year.

Recommendation: Please take record vote on adopting the budget.

ORDINANCE NO. _____

AN ORDINANCE APPROVING AND ADOPTING A BUDGET FOR OPERATING THE MUNICIPAL GOVERNMENT OF THE CITY OF LAMPASAS FOR THE FISCAL YEAR BEGINNING ON OCTOBER 1, 2024 AND ENDING ON SEPTEMBER 30, 2025; APPROPRIATING MONEY FOR THE VARIOUS FUNDS AND PURPOSES OF SUCH BUDGET INCLUDING APPROPRIATIONS OF MONEY TO PAY INTEREST AND PRINCIPAL SINKING FUND REQUIREMENTS ON ALL INDEBTEDNESS; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A REPEALER CLAUSE FOR THE REPEAL OF ALL ORDINANCES AND APPROPRIATIONS IN CONFLICT WITH THE PROVISIONS OF THIS ORDINANCE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, a budget for operating the municipal government of the City of Lampasas for the fiscal year October 1st, 2024, to September 30th, 2025, has been prepared and reviewed by City Council through a series of workshops with city staff; and

WHEREAS, opportunity for public input was provided at the Public Hearing conducted on August 26, 2024 for which notice was posted in the local newspaper; and

WHEREAS, after full and final consideration of proposed expenditures, revenues, financial condition, and comparative expenditures as presented, it is the consensus of opinion that the budget as considered and amended should be approved and adopted;

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

SECTION 1. That the City Council of the City of Lampasas ratifies, approves and adopts the budget as finally considered for the fiscal year of October 1, 2024, to September 30, 2025, a copy of which shall be filed with the office of the City Secretary and with the Lampasas County Clerk and which is incorporated herein for all intents and purposes.

SECTION 2. That the appropriations for the 2024-2025 fiscal year for the different administrative units and purposes of the City of Lampasas, Texas be fixed and determined for said fiscal year in accordance with the expenditures shown in said budget, and that the distribution and division of said appropriations be made in accordance with said budget including such amounts shown for providing for sinking funds for the payment of the principal and interest and the retirement of the bonded debt of the City of Lampasas.

SECTION 3. That the expenditure of the budgeted items shall comply with the City's purchasing Policy and the City Charter.

SECTION 4. That should any part, portion, or section of this ordinance be declared invalid or inoperative or void for any reason by a court of competent jurisdiction, such decision, opinion or judgment shall in no way affect the remaining portions, parts, or sections or parts of a section of this ordinance, which provisions shall be, remain and continue to be in full force and effect.

SECTION 5. That all ordinances and appropriations for which provision has heretofore been made are hereby expressly repealed if in conflict with the provisions of this ordinance.

SECTION 6. That this ordinance shall take effect and be in full force and effect from and after its passage and approval according to law.

READ AND APPROVED on the First Reading this _____ day of _____, 2024.

PASSED AND APPROVED, on the Second Reading, at a regular meeting of the City Council of the City of Lampasas, Texas this _____ day of _____, 2024, at which meeting a quorum was present, held in accordance with the provisions of Article 6252-17, V.A.T.S.

APPROVED

Herb Pearce, Mayor

ATTEST:

Becky Sims, City Secretary

APPROVED AS TO FORM:

Jo Christy Brown, City Attorney

(Signature of Attorney Provided on Separate Page, to be Attached)

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City Manager

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

7.3

Item Number

SUBJECT:

Discussion and possible action regarding Ratifying the Property Tax Revenue Increase reflected in the Fiscal Year 2024-2025 Budget.

REQUESTED BY: Yvonne Moreno

SUBMITTED BY: Yvonne Moreno

DATE SUBMITTED: Sept. 4, 2024 FOR THE AGENDA OF: Sept. 9, 2024

Expenditure Required: N/A

Available Funding: N/A

Attachments: none

SUMMARY STATEMENT:

Local Government Code, Section 102.007 requires a separate vote of the governing body of a city to ratify the property tax revenue increase reflected in the budget. The separate vote is in addition to and separate from the vote to adopt the budget or a vote required to set the tax rate.

Recommendation: Staff recommends approval to ratify the property tax increase reflected in the budget by a Record Vote.

****Mayor, please request the City Secretary to take a Recorded Roll Call Vote.**

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City ManagerITEM NO. 7.4

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

Subject:

Discussion and possible action regarding the Economic Development Corporation Budget for FY 2024/2025

Requested By: Finley deGraffenried, City Manager

Submitted By: Finley deGraffenried, City Manager

Date Submitted: September 5, 2024

For the Agenda of: September 9, 2024

Procurement and Funding Statement:

Attachments: LEDC FY 2024/2025 Budget

Summary Statement:

The attached budget was approved by the Lampasas Economic Development Board at their July 17, 2024 meeting.

Recommendation:

To consider a motion to approve the Lampasas Economic Development Corporation FY 2024/2025 Budget as presented.

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City Manager

ITEM NO. 7.5

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

Subject:

Discussion and possible action to deem a 2010 Ford Crown Victoria as surplus and allow donation of vehicle to the Lampasas ISD Criminal Justice Program, as allowed by State Law.

Requested By: Jody Cummings, Police Chief

Submitted by: Jody Cummings, Police Chief

Date Submitted: September 5, 2024

For the agenda of: September 9, 2024

Procurement and Funding Statement:

N/A

Attachments: None

Summary Statement:

In the Fall of 2021 and Spring of 2024, Council approved the donation of two surplus Crown Victoria to this program and it has proven to be beneficial and much appreciated by the students and instructor. This Crown Victoria is the last one in the Police Department fleet. It has been used in an administrative capacity by the Police Department and will be of greater value to this program. This program continues to grow and is in need of an additional vehicle.

Recommendation:

To consider a motion to deem a 2010 Ford Crown Victoria as surplus and allow donation of vehicle to the Lampasas ISD Criminal Justice Program, as allowed by State Law.

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City Manager

ITEM NO. 7.6

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

Subject:

Discussion and possible action regarding the award of the Western Street Culvert Replacement Project. The lowest bidder was KRPS Contractors, LLC, in the amount of \$338,018.40 for the base bid.

Requested By: Ryan Ward, Assistant City Manager

Submitted By: Ryan Ward, Assistant City Manager

Date Submitted September 4, 2024 For the Agenda of: September 9, 2024

Procurement and Funding Statement:

The funds for this Project will be partially paid from the GL account 35 (Cares Act) in the amount of \$338,018.40.

Attachments: Bid Documents

Summary Statement:

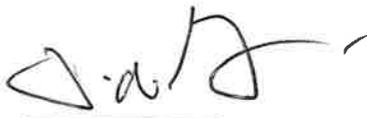
The Western Street Culvert Replacement Project was identified as a critical CIP Project in 2023, due to the condition of the structure and possible failure of the roadway. This culvert location is on Western Street between North Street and 1st Street. The project will consist of replacing the existing concrete structure with a new structure, cast in place, as well as sidewalk and pedestrian handrail. The additional alternate that was included in the bid, was for a precast culvert alternative.

This project had 5 bidders, with the low bidder being KRPS Contractors, LLC, operating from Spicewood, Texas. The Engineer of Record has reviewed all bids and recommends KRPS Contractors, LLC for award of the project, based on item costs and review of positive references.

Recommendation:

Staff recommends award of the Western Street Culvert Replacement Project. The lowest bidder was KRPS Contractors, LLC, in the amount of \$338,018.40 for the base bid.

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City Manager

ITEM NO. 7.7

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

Subject:

Discussion and possible action to consider cost share opportunities for fencing alternatives to secure the Rodeo Arena Facility at the 580 Sports Park to mitigate reoccurring maintenance due to vehicular traffic.

Requested By: Herb Pearce, Mayor

Submitted By: Ryan Ward, Assistant City Manager

Date Submitted: September 6, 2024

For the Agenda of: September 9, 2024

Procurement and Funding Statement:

Attachments:

Summary Statement:

This item was discussed during workshop.

Recommendation:

To consider a motion to approve funding in an amount not to exceed \$10,000.00 to cost-share with the County of Lampasas Rodeo Association to secure the Rodeo Arena Facility at the 580 Sports Park to mitigate reoccurring maintenance due to vehicular traffic.

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