

**NOTICE OF REGULAR MEETING OF THE GOVERNING BODY
OF THE CITY OF LAMPASAS, TEXAS
CALVERT MUNICIPAL BUILDING
CITY COUNCIL CHAMBERS
302 E THIRD STREET
Monday, February 10, 2025
5:30 p.m. Workshop Session
6:00 p.m. Regular Session**

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

Notice is hereby given that a regular meeting of the City Council of the City of Lampasas, Texas will be held on Monday, February 10, 2025 in the Calvert Municipal Building located at 302 E Third Street, Lampasas, Texas. The City Council of Lampasas, Texas reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed, as authorized by the Texas Government Code sections 551.071 (consultation with attorney), 551.072 (deliberations about real property), 551.073 (deliberations about gifts and donations), 551.074 (personnel matters), 551.076 (deliberations about security devices), 551.087 (economic development), and Section 551.086 (Relating to the authority of public power utility governing bodies to deliberate regarding competitive matters).

WORKSHOP SESSION

1. Call to order Workshop Session
2. Discussion regarding Hostess House Progress. *(pgs.5-6)*
3. Present HUD Section 3 Presentation for the TXCDBG City’s CDV23-0267 Grant *(pgs.7-18)*
4. Discussion regarding any item on the regular agenda.
5. Adjourn Workshop Session.

REGULAR SESSION

ANNOUNCEMENTS

- A. Call to Order
- B. Invocation and Pledge of Allegiance
- C. Presentations and Proclamations
 - Annual Recognition to the Mayor and City Council

	PUBLIC HEARINGS/CITIZEN COMMENTS	PAGES
1.1	Citizen comments – Any citizen who desires to address the City Council on a matter not included on the Agenda may do so at this time. The City Council may not deliberate on items presented under this Agenda Item.	N/A
1.2	Citizen comments- Any citizen who desires to address the City Council on a matter that is included on the Agenda may do so at this time.	N/A
1.3	Public hearing to receive citizen comments regarding a request to rezone property from Single Family Residential-6 “SF-6” to Two-Family Residential District (Duplex) for property described as PT of Lots 3-4-5, Block 6, Matthews and Wilkes Addition; commonly known as 1704 E Third Street, Lampasas, Texas Lampasas County.	19-24

1.4	Public hearing to receive citizen comments regarding a request to rezone property from Single Family Residential-10 “SF-10” to Two-Family Residential District (Duplex) for property described as Lot 5, Block 37 LSC First Addition, commonly known as 207 N Ridge Street, Lampasas Texas Lampasas County.	25-30
1.5	Public hearing to receive citizen comments regarding a request to rezone property from Single Family Residential-6 “SF-6” to Commercial “C” with a Specific Use Permit to allow for a Welding or Machine Shop for property described as Lots 5 & 8 Block 1, East Lampasas Addition, commonly known as 605 College Street Lampasas, Texas, Lampasas County.	31-36

2.0	MINUTES	PAGES
2.1	Discussion and possible action concerning approval of minutes of the Regular Meeting held on January 27, 2025	37-42

3.0	CONSENT AGENDA	PAGES
3.1	Discussion and possible action regarding purchases and charges in excess of \$4,000 from January 1, 2025- January 31, 2025	43-50

4.0	BOARDS/DEPARTMENT REPORTS	PAGES
4.1	Utility Billing and Collections Annual Report	N/A

5.0	ROUTINE MATTERS	PAGES
5.1	CITY MANAGER’S OPERATIONAL REPORT <ul style="list-style-type: none"> • Audit • Hiring • Solid Waste • Election • Night Skies 	51-52
5.2	MAYOR’S COMMENTS	N/A

6.0	UNFINISHED BUSINESS	N/A
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	NEW BUSINESS	PAGES
7.1	Discussion and selection of website photo contest winner.	53-54
7.2	Discussion and possible action regarding the first reading of an Ordinance calling the May 3, 2025 General Election for the City of Lampasas to elect the expired terms of the Council Member Places Three, Four and Five; providing for early voting, polling times and places and bilingual election materials.	55-56
7.3	Discussion and possible action to issue Order of Election for Municipalities for the May 3, 2025 General Election.	57-60
7.4	Discussion and possible action to consider the first reading of an ordinance to approve, deny, or approve with modifications a request to rezone property from Single Family Residential-6 “SF-6” to Two-Family Residential District (Duplex) for property described as PT of Lots 3-4-5, Block 6, Matthews and Wilkes Addition; commonly known as 1704 E Third Street, Lampasas, Texas Lampasas County.	61-62

7.5	Discussion and possible action to consider the first reading of an ordinance to approve, deny, or approve with modifications a request to rezone property from Single Family Residential-10 “SF-10” to Two-Family Residential District (Duplex) for property described as Lot 5, Block 37 LSC First Addition, commonly known as 207 N Ridge Street, Lampasas Texas Lampasas County.	63-64
7.6	Discussion and possible action to consider the first reading of an ordinance to approve, deny, or approve with modifications a request to rezone property from Single Family Residential-6 “SF-6” to Commercial “C” with a Specific Use Permit to allow for a Welding or Machine Shop for property described as Lots 5 & 8 Block 1, East Lampasas Addition, commonly known as 605 College Street Lampasas, Texas, Lampasas County.	65-66
7.7	Discussion, consideration and possible action regarding proposed Change Order for roof of Hostess House Renovation & Addition.	67-70
7.8	Discussion, consideration and possible action to approve FY25 City of Lampasas Organizational Chart.	71-72
7.9	Discussion and possible action to purchase electrical wire from Techline, Inc. in the amount of \$32,555.00.	73-74
7.10	Discussion, consideration and possible action increasing contingency funding for Hostess House renovation from 5% to 10%.	75-76

Adjourn into Executive Session

EXECUTIVE SESSION

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

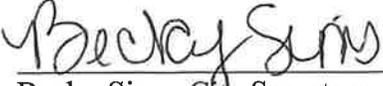
8.1	Section 551.087 (economic development)- (1) to receive and evaluate financial information received from a business, to discuss same, and/or to deliberate regarding commercial or financial information that the City has received from a business that the City seeks to have locate, stay, or expand in or near the city, with which the City is conducting economic development negotiations; and/or (2) to deliberate an offer of any financial or other incentives to any business prospect described above.
8.2	Section 551.086 (Relating to the authority of public power utility governing bodies to deliberate regarding competitive matters) – Utilities
8.3	Section 551.074 (personnel matters), to deliberate the appointment, employment, evaluation, reassignment, duties of City Secretary; and other personnel matters as allowed by Texas Government Code, Chapter 551
8.3	Adjourn Executive Session and Reconvene Regular Session

REGULAR SESSION

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

Adjourn

I, Becky Sims, City Secretary of the City of Lampasas, Texas, do hereby certify that this Notice of Meeting was posted on the bulletin board/front window of City Hall, 312 East Third Street, Lampasas, Texas, at a place readily accessible to the general public at all times, on the 7 day of February 2025 at 9:10am



Becky Sims, City Secretary

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

Subject:

Discussion and updates regarding the Hostess House Project

Requested By: City Council

Submitted By: Erin Corbell, City Manager

Date Submitted: February 5, 2025

For the Agenda of: February 10, 2025

Procurement and Funding Statement:

Attachments:

Summary Statement:

This item has been placed on the agenda to hear from Kimberly Thompson, Reliance Architect and Curtis Brown, ASD Consultant regarding the progress of the Hostess House Rehabilitation

Recommendation:

Discussion Only

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

Subject:

Presentation of HUD Section 3 for the TXCDBG City's CDV23-0267 Grant.

Requested By: Angela Sifuentes, Langford Community Management Services

Submitted By: Becky Sims, City Secretary

Date Submitted: February 5, 2025

For the Agenda of: February 10, 2025

Procurement and Funding Statement:

Attachments: A1024- Section 3 Presentation

Summary Statement:

This item has been placed on the agenda as a requirement through Texas Department of Agriculture. The attached HUD Section 3 Goals briefly describe the implementation of how Langford will be tracking Section 3 and targeted Section 3 workers for administration and construction contracts on this project.

Recommendation:

Discussion Only

A1024 Section 3 Presentation to City of Lampasas

February 10, 2025





The City recently received the following grant award:

- Grant Contract No. CDV23-0267
- Award Amount: \$500,000
- Project: improve drainage channels and culverts to prevent flooding and protect structures. Construction includes box culverts, concrete pipe culverts, headwalls, pavement repair, and earthwork. The work will be in the northwest area of the City.



The grant is funded through the Community Development Block Grant, via:

- U.S. Department of Housing and Urban Development (HUD)

and

- Texas Department of Agriculture (TDA)



Section 3 Concepts

- As a condition of funding, the City must comply with Section 3 of the Housing and Urban Development Act of 1968.
- To the greatest extent feasible, Grant Recipients must direct economic opportunities generated by CDBG funds to low- and very low-income persons.



Section 3 Concepts

In part, this means ensuring that:

- Section 3 Businesses have the information to submit a bid or proposal for the project; and
- Section 3 Workers have information about any available job opportunities related to the project.

For precise definitions, see TxCDBG Policy Issuance 20-01



Section 3 Business

A company may qualify as a **Section 3 Business** if:

- it is owned by low-income persons;
- it is owned by Section 8-Assisted housing residents; or
- 75% of all labor hours for the business in a 3-month period are performed by Section 3 Workers

Register at:

- HUD's Section 3 website:
<https://portalapps.hud.gov/Sec3BusReg/BRegistry/RegistrarBusiness>



Section 3 Business

This project is expected to include the following contracting opportunities:

- Grant Administration services (previously selected)
- Engineering Services (previously selected)
- Construction Company – to be awarded



Section 3 Worker

You may qualify as a **Section 3 Worker** if:

- Your annual income is below the county threshold for your family size:
- You are a current or recent YouthBuild participant

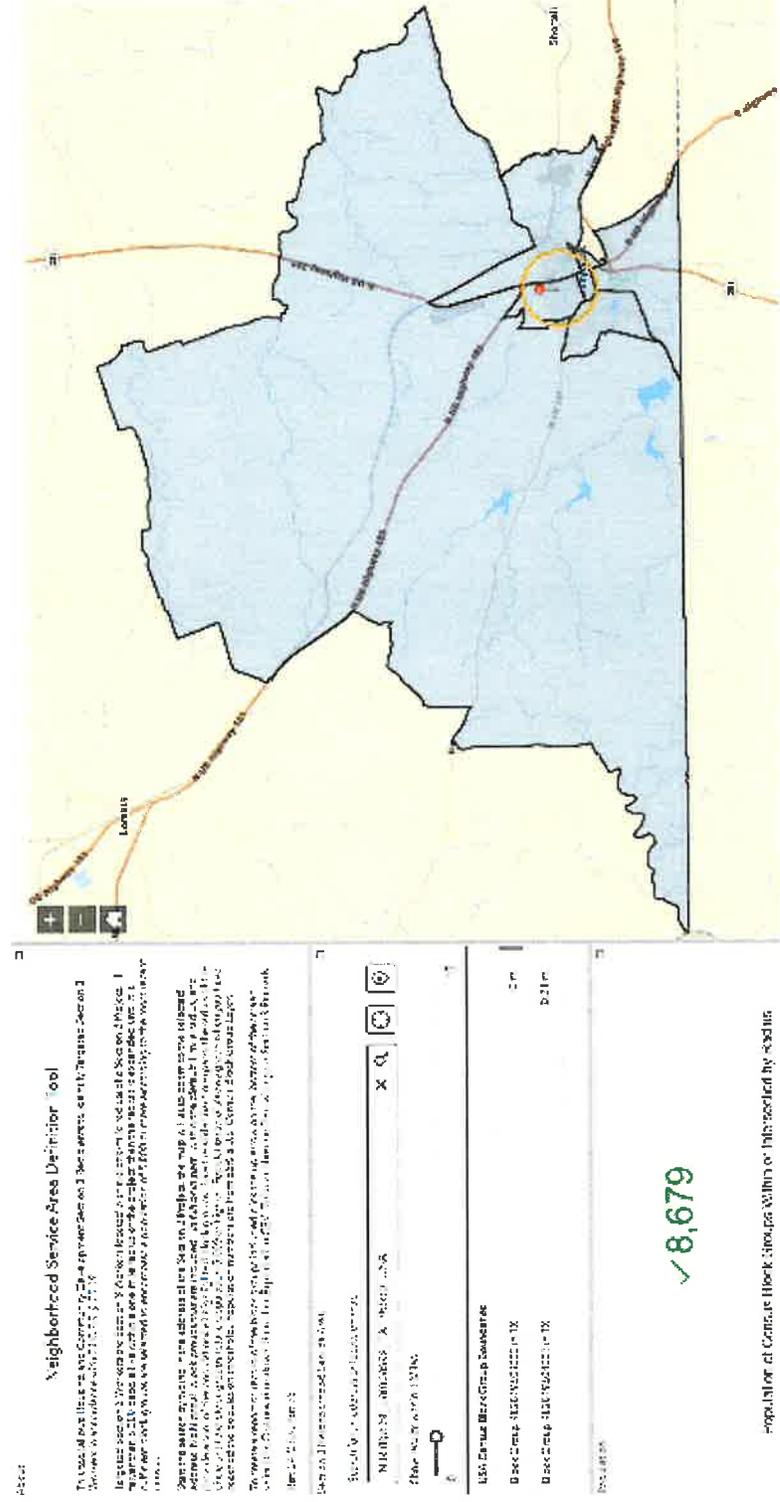
Register your information and search for opportunities at:

- WorkInTexas.gov
- HUD's Section 3 Opportunity Portal
<https://hudapps.hud.gov/OpportunityPortal/>
- CIVCAST
- Minority Women-owned Business Enterprise (MWBE)



Targeted Section 3 Worker

Section 3 Workers that reside near the project location may also qualify as Targeted Section 3 Workers. For this project, that service area is defined by this map:

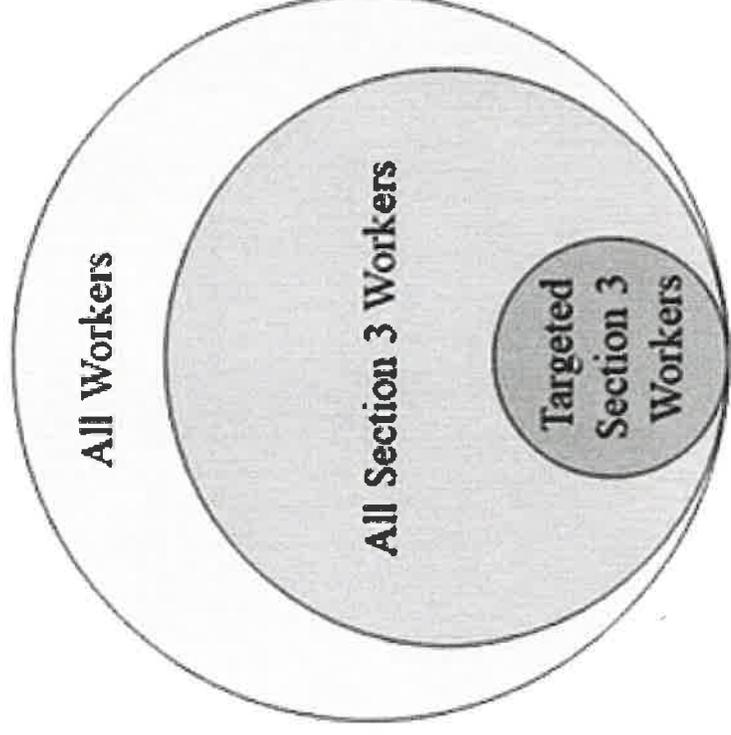




Recordkeeping

Langford will track all hours worked on the project based on the three categories of workers.

This will require collection of certain income information.





For More Information

TxCDBG Policy Issuance 20-01

[REVISED Policy Issuance 20-01 Section 3 v1.pdf](#)
texasagriculture.gov

24 CFR Part 75

[Electronic Code of Federal Regulations \(eCFR\)](#)

Angela Sifuentes, Langford: (512) 452-0432
angela@LCMSinc.com

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

Subject:

Public hearing to receive citizen comments regarding a request to rezone property from Single Family Residential-6 "SF-6" to Two-Family Residential District (Duplex) for property described as PT of Lots 3-4-5, Block 6, Matthews and Wilkes Addition; commonly known as 1704 E Third Street, Lampasas, Texas Lampasas County.

Requested By: Becky Sims, City Secretary

Submitted By: Becky Sims, City Secretary

Date Submitted: February 5, 2025

For the Agenda of: February 10, 2025

Procurement and Funding Statement:

N/A

Attachments: P&Z Packet

Summary Statement:

This item has been placed on the agenda to consider request to rezone property from Single Family Residential-6 "SF-6" to Two-Family Residential District (Duplex) for property described as PT of Lots 3-4-5, Block 6, Matthews and Wilkes Addition; commonly known as 1704 E Third Street, Lampasas, Texas Lampasas County.

Recommendation:

Discussion Only

**City of Lampasas
Staff Report (Bent Tree)
Planning and Zoning Board**

Subject Property The property is described as PT of Lots 3-4-5, Block 6, Matthews and Wilkes Addition; commonly known as 1704 E Third Street, Lampasas, Texas Lampasas County.

Summary Marshall Brewer, Bent Tree Construction is asking the Commission to consider approval, denial, or approval with modification(s) a request to rezone property from Single Family Residential-6 "SF-6" to Two-Family Residential District (Duplex) for property described as PT of Lots 3-4-5, Block 6, Matthews and Wilkes Addition; commonly known as 1704 E Third Street, Lampasas, Texas Lampasas County.

Characteristics The area around this property is zoned Single Family Residential

Definition The 2F, Two-Family Residential, district is intended to promote stable, quality multiple-occupancy residential development at slightly increased densities. Individual ownership of each of the two-family or duplex units is encouraged. This district may be included within single-family neighborhoods or, when in accordance with the intent of the Comprehensive Plan, may provide a "buffer" or transition district between lower density residential areas and higher density or non-residential areas or major thoroughfares.

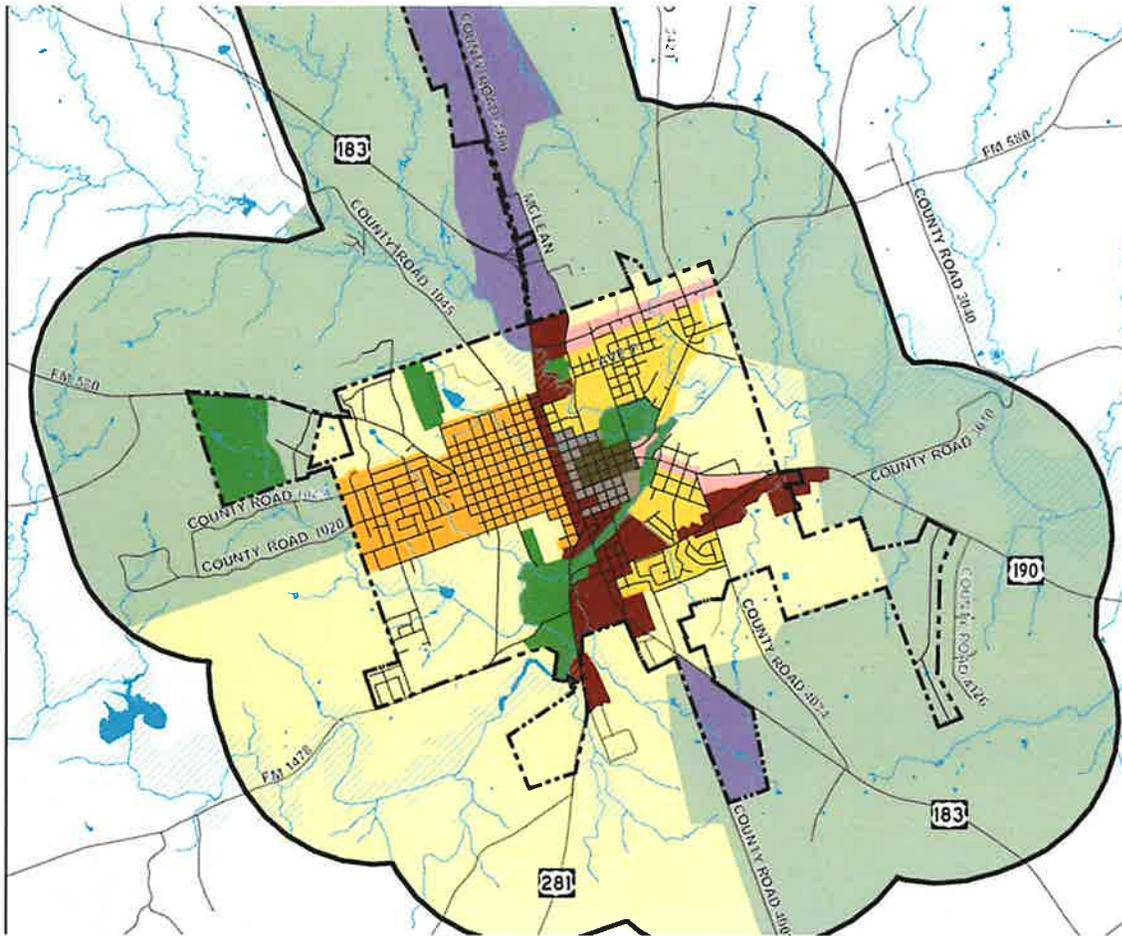
AREA REGULATIONS:

Size of Lots for Two-Family/Duplex Homes:

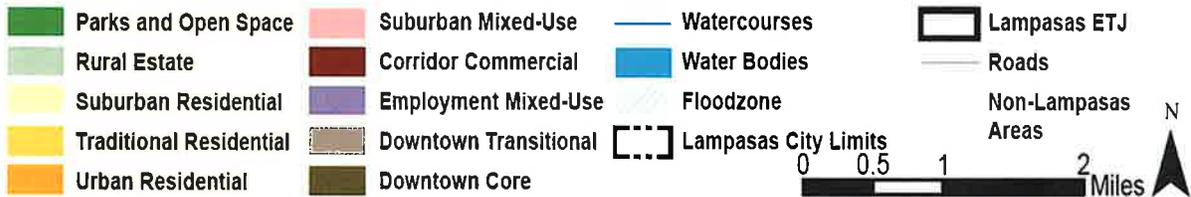
1. Minimum Lot Area - Ten thousand (10,000) square feet per duplex lot (i.e., five thousand (5,000) square feet of lot area per dwelling unit)

2. Minimum Lot Width - Eighty feet (80') for each duplex lot (i.e., forty feet (40') of lot width per dwelling unit)

3. Minimum Lot Depth - One hundred ten feet (110')



LEGEND



Note: A comprehensive plan shall not constitute zoning regulations or establish zoning district boundaries.

The Comprehensive Plan defines this area as Traditional Residential

The Traditional Residential (TR) future development category is intended for revitalizing part of town which embody some of the original characteristics of the older core areas of the City (e.g., gridded streets), but lack urban character. These areas are intended to be developed and redeveloped with single-family detached and attached uses with an auto-oriented character, meaning the automobile and its associated uses (e.g., streets, driveways, parking, etc.) are the predominant visual characteristic.

APPROPRIATE LAND USE TYPES

Representative primary and secondary uses allowed in areas identified as TR include:

- Residential Uses: single-family detached dwellings; industrialized housing; single-family attached (i.e., duplexes, twins). Manufactured homes may be appropriate provided that they are located in a new manufactured home subdivision.
- Recreational and Entertainment Uses: private parks and amenities; trails and

connections to public parks and trails.

- Utility, Service, and Other Uses: public facilities and infrastructure.
- Educational, Institutional and Special Uses: elementary schools; secondary schools provided that they take access from a collector roadway or greater; institutional uses (e.g., places of public assembly).
- Retail and Service Type Uses: neighborhood retail may be allowed*
- Other: home occupations

Notification All notifications and publications, as required by Ordinance and Statute, have been made. Staff mailed eight (8) notices to property owners within 200 feet of the applicant's property, as of the date of this report no letters in favor or in opposition have been received.

Attachments Rezone Application, Plat, Map and Pictures

Staff Recommendation

Motion to recommend to City Council to approve the request to rezone from Single Family Residential-6 to Two Family Residential (Duplexes)



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City Manager

ITEM NO. 1.4

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

Subject:

Public hearing to receive citizen comments regarding a request to rezone property from Single Family Residential-10 "SF-10" to Two-Family Residential District (Duplex) for property described as Lot 5, Block 37 LSC First Addition, commonly known as 207 N Ridge Street, Lampasas Texas Lampasas County.

Requested By: Becky Sims, City Secretary

Submitted By: Becky Sims, City Secretary

Date Submitted: February 5, 2025

For the Agenda of: February 10, 2025

Procurement and Funding Statement:

N/A

Attachments: P&Z Packet

Summary Statement:

This item has been placed on the agenda to consider a request to rezone property from Single Family Residential-10 "SF-10" to Two-Family Residential District (Duplex) for property described as Lot 5, Block 37 LSC First Addition, commonly known as 207 N Ridge Street, Lampasas Texas Lampasas County.

Recommendation:

Discussion Only

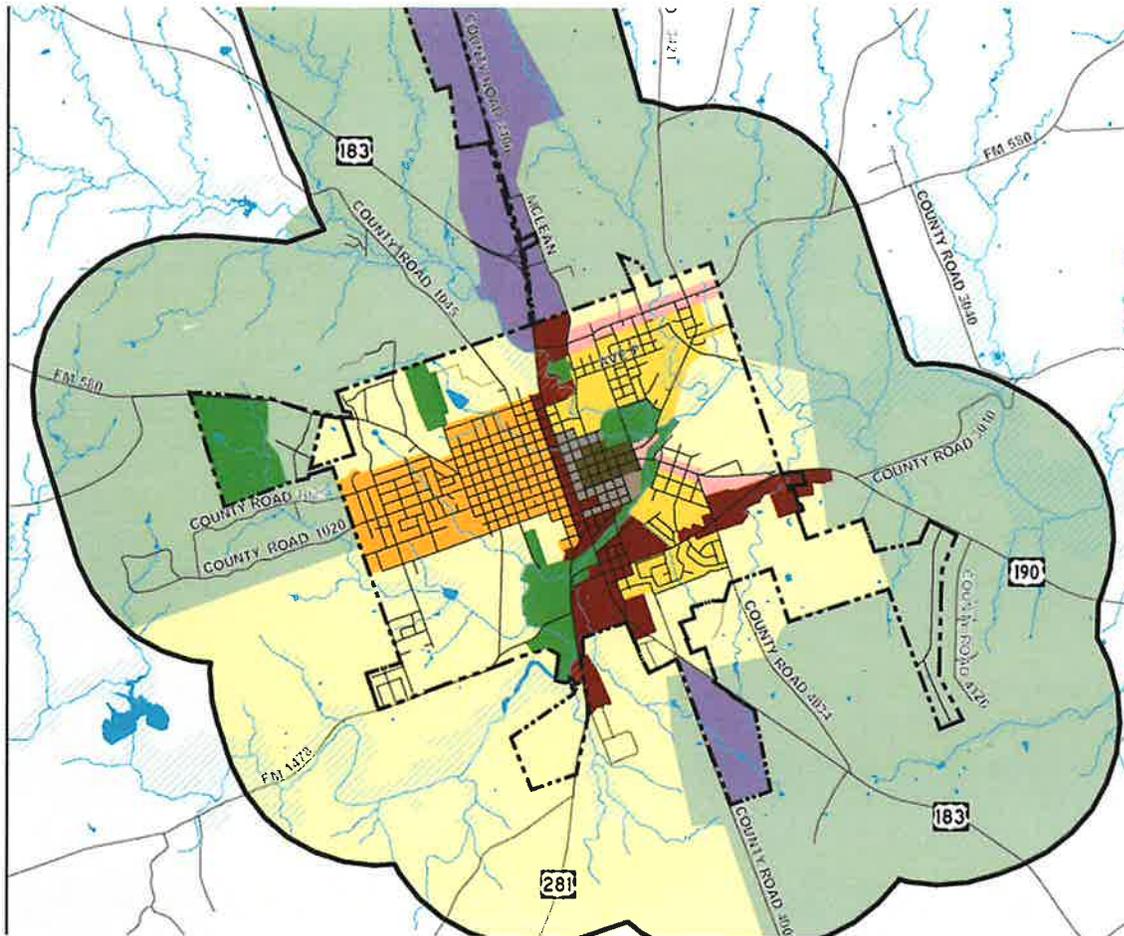
**City of Lampasas
Staff Report (Dewald)
Planning and Zoning Board**

Subject Property	The property is described as Lot 5, Block 37 LSC First Addition, commonly known as 207 N Ridge Street, Lampasas Texas Lampasas County
Summary	Gary Tucker, Owner, and Ron Kuker, Agent is asking the Commission to consider approval, denial, or approval with modification(s) a request to rezone property from Single Family Residential-10 "SF-10" to Two-Family Residential District (Duplex) for property described as Lot 5, Block 37 LSC First Addition, commonly known as 207 N Ridge Street, Lampasas Texas Lampasas County
Characteristics	The area surrounding the property is zoned Single Family Residential and Two-Family (Duplex)
Definition	The 2F, Two-Family Residential, district is intended to promote stable, quality multiple-occupancy residential development at slightly increased densities. Individual ownership of each of the two-family or duplex units is encouraged. This district may be included within single-family neighborhoods or, when in accordance with the intent of the Comprehensive Plan, may provide a "buffer" or transition district between lower density residential areas and higher density or non-residential areas or major thoroughfares.

AREA REGULATIONS:

Size of Lots for Two-Family/Duplex Homes:

- 1. Minimum Lot Area - Ten thousand (10,000) square feet per duplex lot (i.e., five thousand (5,000) square feet of lot area per dwelling unit)***
- 2. Minimum Lot Width - Eighty feet (80') for each duplex lot (i.e., forty feet (40') of lot width per dwelling unit)***
- 3. Minimum Lot Depth - One hundred ten feet (110')***



LEGEND



Note: A comprehensive plan shall not constitute zoning regulations or establish zoning district boundaries.

The Comprehensive Plan defines this area as Urban Residential

The Urban Residential (UR) future development category is intended for areas to be developed primarily to conserve, and in some cases, transition, the already existing residential areas developed with an urban character. These areas are intended to conserve the existing gridded lot and block pattern of development. Along collector and arterial roadways, new neighborhood serving retail, personal service, and restaurant uses may be appropriate, provided that they adhere to the predominant urban character of the area.

APPROPRIATE LAND USE TYPES

Representative primary and secondary uses allowed in areas identified as UR include:

- Residential Uses: single-family detached dwellings; industrialized housing; single-family attached (i.e., duplexes, twins, and triplexes).
- Recreational and Entertainment Uses: private parks and amenities; trails and connections to public parks and trails.

- Utility, Service, and Other Uses: public facilities and infrastructure.
- Retail and Service Type Uses: neighborhood retail and restaurants may be allowed. *
- Other: home occupations.

Notification All notifications and publications, as required by Ordinance and Statute, have been made. Staff mailed forty-three (43) notices to property owners within 200 feet of the applicant's property, as of the date of this report two have been received in favor of the request and non in opposition.

Attachments Rezone Application, Plat, Map and Pictures

Staff Recommendation

Motion to recommend to City Council to approve the request to rezone from Single Family Residential-10 to Two Family Residential (Duplexes)



Parcel 1357

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City Manager

ITEM NO. 1.5

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

Subject:

Public hearing to receive citizen comments regarding a request to rezone property from Single Family Residential-6 "SF-6" to Commercial "C" with a Specific Use Permit to allow for a Welding or Machine Shop for property described as Lots 5 & 8 Block 1, East Lampasas Addition, commonly known as 605 College Street Lampasas, Texas, Lampasas County.

Requested By: Becky Sims, City Secretary

Submitted By: Becky Sims, City Secretary

Date Submitted: February 5, 2025

For the Agenda of: February 10, 2025

Procurement and Funding Statement:

N/A

Attachments: P&Z Packet

Summary Statement:

This item has been placed on the agenda to consider a request to rezone property from Single Family Residential-6 "SF-6" to Commercial "C" with a Specific Use Permit to allow for a Welding or Machine Shop for property described as Lots 5 & 8 Block 1, East Lampasas Addition, commonly known as 605 College Street Lampasas, Texas, Lampasas County.

Recommendation:

Discussion Only

**City of Lampasas
Staff Report (Hall)
Planning and Zoning Board**

Subject Property The property is described as Lots 5 & 8 Block 1, East Lampasas Addition, commonly known as 605 College Street Lampasas, Texas, Lampasas County.

Summary Douglas and Tera Hall, owners are asking the Commission to consider approval, denial, or approval with modification(s) a request to rezone property from Single Family Residential-6 “SF-6” to Commercial “C” with a Specific Use Permit to allow for a Welding or Machine Shop for property described as Lots 5 & 8 Block 1, East Lampasas Addition, commonly known as 605 College Street Lampasas, Texas, Lampasas County. The lots are currently being used in this capacity; primarily work shop, materials and equipment.

Characteristics The area surrounding this property is zoned Single Family Residential-6 “SF-6” and Commercial “C”

Definition The C, General Commercial, district is intended to provide a centrally located and convenient location for small scale service and commercial related establishments, such as wholesale products, welding shops, automotive repair services, upholstery shops, and other similar commercial uses. Uses in this district may utilize open storage areas that are screened from public view (see Section 39). The uses envisioned for the district will typically utilize smaller sites and have operation characteristics which are not compatible with residential uses and some nonresidential uses. Convenient access to thoroughfares and collector streets is also a primary consideration.

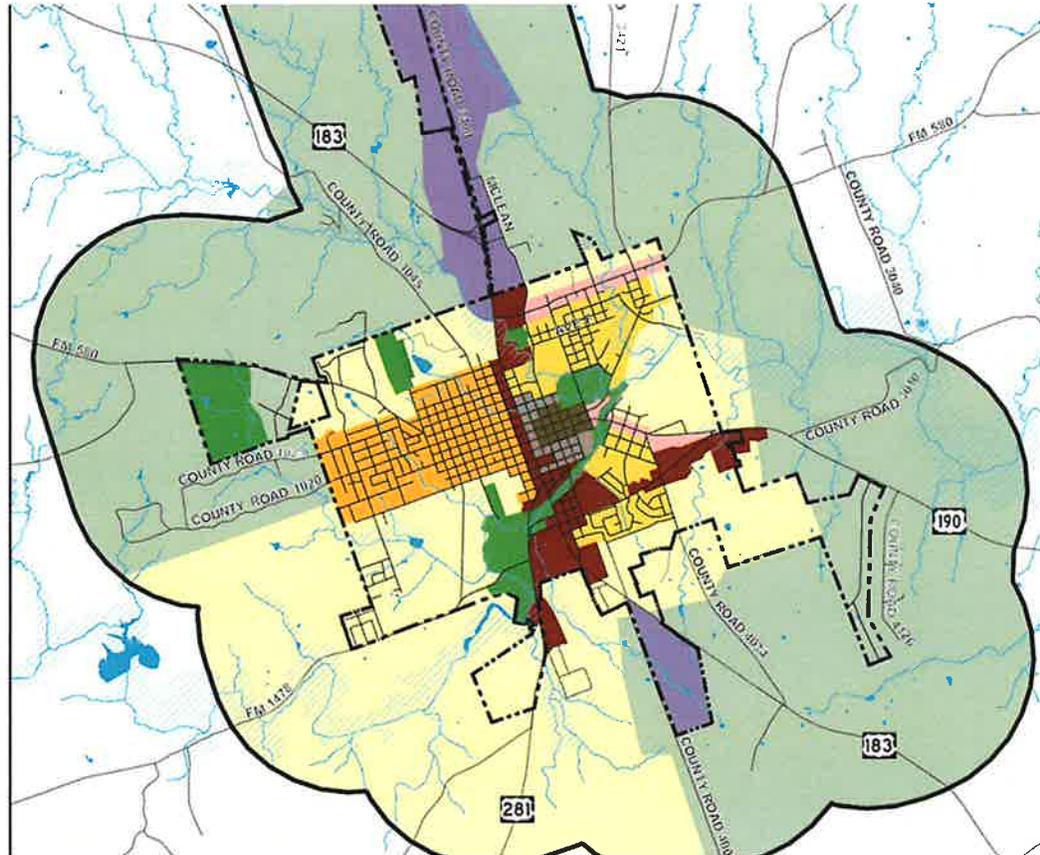
28.4 AREA REGULATIONS:

- A. Size of Lot:
 - 1. Minimum Lot Area - Six thousand (6,000) square feet
 - 2. Minimum Lot Width - Sixty feet (60')
 - 3. Minimum Lot Depth - One hundred feet (100')
- B. Size of Yards:
 - 1. Minimum Front Yard - Twenty feet (20')
 - 2. Minimum Side Yard - Fifteen feet (15'); twenty feet (20') if adjacent to a street
 - 3. Minimum Rear Yard - Twenty feet (20')
- C. Maximum Lot Coverage:
 - 1. Fifty percent (50%) for the main structure
- D. Parking Regulations: As established by Section 36, Off-Street Parking and Loading Requirements.

28.5 SPECIAL REQUIREMENTS:

- A. For site plan requirements, see Section 40.

- B. No temporary/portable building will be allowed without first obtaining a “Specific Use Permit”, as set forth by Section 34 of the City of Lampasas Comprehensive Zoning Ordinance.
- C. The minimum size for a permanent structure shall be 1,200 square feet. Any permanent structure less than 1,200 square feet will require a “Specific Use Permit” as set forth by Section 34 of the City of Lampasas Comprehensive Zoning Ordinance



LEGEND

Parks and Open Space	Suburban Mixed-Use	Watercourses	Lampasas ETJ
Rural Estate	Corridor Commercial	Water Bodies	Roads
Suburban Residential	Employment Mixed-Use	Floodzone	Non-Lampasas Areas
Traditional Residential	Downtown Transitional	Lampasas City Limits	
Urban Residential	Downtown Core		

Note: A comprehensive plan shall not constitute zoning regulations or establish zoning district boundaries.

The Comprehensive Plan defines this area as Traditional Residential and Suburban Mixed Use.

The **Traditional Residential (TR)** future development category is intended for revitalizing part of town which embody some of the original characteristics of the older core areas of the City (e.g., gridded streets), but lack urban character. These areas are intended to be developed and redeveloped with single-family detached and attached uses with an auto-oriented character, meaning the automobile and its associated uses (e.g., streets, driveways, parking, etc.) are the predominant visual characteristic.

APPROPRIATE LAND USE TYPES

Representative primary and secondary uses allowed in areas identified as TR include:

- Residential Uses: single-family detached dwellings; industrialized housing; single-family attached (i.e., duplexes, twins). Manufactured homes may be appropriate provided that they are located in a new manufactured home subdivision.
- Recreational and Entertainment Uses: private parks and amenities; trails and connections to public parks and trails.
- Utility, Service, and Other Uses: public facilities and infrastructure.
- Educational, Institutional and Special Uses: elementary schools; secondary schools provided that they take access from a collector roadway or greater; institutional uses (e.g., places of public assembly).
- Retail and Service Type Uses: neighborhood retail may be allowed*
- Other: home occupations

The **Suburban Mixed-Use (SM)** future development category is intended for mixed-use areas to be developed at a higher density/intensity and for uses not allowed in the Suburban Residential classification. These areas, predominantly along higher trafficked arterial or collector corridors within Suburban Residential areas, are intended to provide the opportunity for transitioning residential to commercial uses, designed in a manner that is more appropriate to the character of the surrounding areas.

APPROPRIATE LAND USE TYPES

Representative primary and secondary uses allowed in areas identified as SM include:

- Residential Uses: single-family detached dwellings; industrialized housing; single-family attached (i.e., duplexes and twins, triplexes, and quadriplexes).
- Recreational and Entertainment Uses: private recreational and entertainment uses where operations are primarily contained indoors (e.g., amusement, commercial indoor); private parks and amenities; trails and connections to public parks and trails.
- Utility, Service, and Other Uses: public facilities and infrastructure.
- Educational, Institutional and Special Uses: elementary schools; secondary schools provided that they take access from a collector roadway or greater; institutional uses (e.g., places of public assembly); assisted living and skilled nursing facilities.
- Office and Professional Uses. general and professional offices provided that they comply with neighborhood-scale design standards.
- Retail and Service Type Uses: neighborhood retail and service type use that comply with neighborhood-scale design standards and do not include drive-throughs. These could be stand-alone or as part of a multi-building strip center.
- Other: home occupations.

COMMERCIAL “C”

Permitted in District with Specific Use Permit (SUP)

- Welding or Machine Shop

Notification All notifications and publications, as required by Ordinance and Statute, have been made. Staff mailed thirty-four (34) notices to property owners within 200 feet of the applicant's property, as of the date of this report no letters in favor or in opposition have been received.

Attachments Rezone Application, Plat, Map and Pictures

Staff Recommendation

Motion to recommend to City Council to approve the request to rezone from Single Family Residential-6 to Commercial with a Specific Use Permit to allow for a Welding or Machine Shop.

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**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, January 27, 2025
5:30 p.m. Workshop Session
6:00 p.m. 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:

Zac Morris
Charlie Pratus
Davis Keele
Myles Haider
Eric Hernandez
Cathy Kuehne-(arrived at 5:50)

Council Members Absent

N/A

City Staff Present:

Erin Corbell, City Manager
Becky Sims, City Secretary
Monica Wright, IT Director
Yvonne Moreno, Finance Director
Jody Cummings, Police Chief
Joe Adams, Fire Chief
Frank Ellett, Building Official
Bart Baker, Fire Marshal
Chris Eicher, Parks Director

WORKSHOP SESSION

1. Call to order Workshop Session

Mayor Pearce called the workshop session to order at 5:30 p.m.

2. Discussion regarding Building and Code Enforcement.

Mike Olson, Regional Director of Operations, took the opportunity to discuss services provided by Bureau Veritas. Mr. Olson highlighted plan review and inspection services. Residential plan review takes 3-5 days, Commercial takes 10-14 days. The cost for plan review is included in the inspection costs. The inspector deals directly with the contractor throughout the inspection process. Inspections are generally completed within 24 hours. Mr. Olson touched on Certificate of Occupancy vs. Certificate of Completion, life safety, and inspector availability

Mr. Ellett spoke about future growth and development and the need for a Development Services Department.

Mayor Pearce thanked Mr. Olson for his presentation. He addressed the need to review processes periodically.

Local contractors commented on the positive interactions from both Bureau Veritas staff, City of Lampasas Building Official and Fire Marshal.

3. Discussion regarding City Pavilion near Cooper Springs Nature Park.

Mrs. Bluntzer, Mr. Eicher and Ms. Corbell presented Council the proposal presented to staff regarding improvements and use of pavilion by Christmas on the Creek Organization to store

materials, decorations and supplies. Currently they use three storage units throughout town to store materials for their annual events. This location is a more central area that would accommodate their needs. The committee would bear the cost for the improvements, and would enter into a lease agreement including utilities with the city.

Council member Haider would prefer the land be sold.

By consensus, Council would like other viable land options presented for consideration of a storage building for Christmas on the Creek.

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

5. **Adjourn Workshop Session-** Workshop adjourned at 6:16 pm.

REGULAR SESSION

ANNOUNCEMENTS

A. **Call to Order-**Mayor Pearce called the regular session to order at 6:17 pm.

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

C. **Presentations and Proclamations-** There were no presentations at tonight's meeting.

1.1	Citizen comments- Any citizen who desires to address the City Council on a matter that is not included on the Agenda may do so at this time.
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There were no citizen comments.

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

2.0	MINUTES
2.1	Discussion and possible action concerning approval of minutes from the Regular City Council Meeting held on January 13, 2025.

Council member Pratus moved to approve the minutes as presented, the motion was seconded by Council member Hernandez and with a unanimous vote, the motion carried.

3.0	CONSENT AGENDA
3.2	Discussion and possible action regarding December 2024 Investment Report

7.2	Discuss and consider nominating candidate for election to the Central Texas Water Supply Corporation Board of Directors.
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Mayor Pro-Tem Morris moved to nominate Erin Corbell, City Manager to the CTWSC Board of Directors, the motion was seconded by Council member Hernandez and with a unanimous vote, the motion carried.

7.3	Discussion and possible action regarding the purchase of two John Deere Mowers in the amount of \$26,378.04 for the Parks and Recreation Department
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Mayor Pro Tem Morris moved to approve the ratification of the budgeted amount by \$6,378.04 and to approve the purchase of two mowers in the amount of \$26,378.04, the motion was seconded by Council member Hernandez and with a unanimous vote, the motion carried.

7.4	Discussion and consideration of approval of the second reading of a Resolution for a Lampasas Economic Development Project related to a Life Safety Grant for improvements made to an existing Commercial Building located at 410 E Third Street
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Council member Hernandez moved to approve the second reading of a Resolution for a Lampasas Economic Development Project related to a Life Safety Grant for improvements made to an existing Commercial Building located at 410 E Third Street, the motion was seconded by Mayor Pro Tem Morris and with a unanimous vote, the motion carried.

7.5	Discussion, consideration and possible action regarding proposed Change Order for roof of Hostess House Renovation & Addition.
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There was no action taken on this item. Staff will work with Texas Municipal League Risk Pool to have the roof inspected and report back to Council on the findings.

7.6	Discussion, consideration and possible action regarding Change Order 4 for structural changes, electrical power study upgrades, structural & architectural changes, fire department connection and sheetrock demo in the amount of \$62,457.43.
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Council member Keele moved to approve Change Order 4 for structural changes, electrical power study upgrades, structural & architectural changes, fire department connection and sheetrock demo in the amount of \$62,457.43, the motion was seconded by Council member Kuehne and with a unanimous vote, the motion carried.

Adjourn into Executive Session

Council member Haider moved to adjourn into executive session at 6:52 pm, the motion was seconded by Council member Pratus and with a unanimous vote, the motion carried.

CM Corbell asked Frank Ellett, Building Official and Bart Baker, Fire Marshal to join.

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:

Section 551.074 (personnel matters), to deliberate the appointment, employment, evaluation, reassignment, duties, or discipline of a public officer or employee; City Manager; and other personnel matters as allowed by Texas Government Code, Chapter 551

Adjourn executive session and reconvene Regular Session

Mr. Ellett and Mr. Baker left executive session at 7:30 p.m.

Council reconvened Regular Session at 8:27 p.m.

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

There was no action concerning items discussed during Executive Session.

Adjourn

Council member Hernandez moved to adjourn at 8:30 p.m., the motion was seconded by Council member Pratus and with a unanimous vote, the motion carried.

PASSED AND APPROVED this _____ day of _____, 2025.

Herb Pearce, Mayor

ATTEST

Becky Sims, City Secretary

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

Subject:

Discussion and Possible Action regarding purchases and charges in excess of \$4,000 from January 1, 2025 to January 31, 2025.

Requested By: Yvonne Moreno, Finance Director

Submitted By: Yvonne Moreno, Finance Director

Date Submitted: February 5, 2025

For the Agenda of: February 10, 2025

Procurement and Funding Statement:

N/A

Attachments: A/P History Check Report

Summary Statement:

The Check History Report presents the detail of individual charges and amounts for all checks over \$4,000 for the period of January 1, 2025 to January 31, 2025.

Recommendation:

Motion to approve by consent.

VENDOR SET: 99 CITY OF LAMPASAS
 BANK: FSB BANCORPSOUTH
 DATE RANGE: 1/01/2025 THRU 1/31/2025

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
56260	LOWER COLORADO RIVER AUTHORITY							
I-EW710378664233	DEC ELECTRIC	E	1/23/2025	554,248.41		000134		554,248.41
84250	TEXAS MUNICIPAL RETIREMENT SYS							
I-TMR202412028486	RETIREMENT CONTRIBUTIONS	D	1/02/2025	480.43		000269		
I-TMR202412128494	RETIREMENT CONTRIBUTIONS	D	1/02/2025	70,286.96		000269		
I-TMR202412278495	RETIREMENT CONTRIBUTIONS	D	1/02/2025	65,669.70		000269		136,437.09
27050	IRS-PAYROLL TAXES							
I-T1 202501098508	FEDERAL WITHHOLDING	D	1/10/2025	24,927.49		000271		
I-T3 202501098508	FICA TAX	D	1/10/2025	34,608.94		000271		
I-T4 202501098508	MEDICARE TAX	D	1/10/2025	8,094.08		000271		67,630.51
27050	IRS-PAYROLL TAXES							
I-T1 202501248510	FEDERAL WITHHOLDING	D	1/24/2025	20,595.51		000272		
I-T3 202501248510	FICA TAX	D	1/24/2025	31,322.24		000272		
I-T4 202501248510	MEDICARE TAX	D	1/24/2025	7,325.36		000272		59,243.11
17865	COLONIAL LIFE & ACCIDENT							
C-202412308498	COLONIAL LIFE & ACCIDENT	R	1/02/2025	25.50CR		179772		
C-HOS202412128494	HOSPITAL INCOME - PRETAX	R	1/02/2025	46.73CR		179772		
I-202412308497	COLONIAL LIFE & ACCIDENT	R	1/02/2025	213.55		179772		
I-AC1202412128494	ACCIDENT INSURANCE	R	1/02/2025	586.96		179772		
I-AC2202412278495	ACCIDENT INSURANCE	R	1/02/2025	587.09		179772		
I-AC3202412128494	ACCIDENT INSURANCE	R	1/02/2025	771.98		179772		
I-AC3202412278495	ACCIDENT INSURANCE	R	1/02/2025	771.98		179772		
I-CN1202412128494	CANCER INSURANCE	R	1/02/2025	412.91		179772		
I-CN2202412278495	CANCER INSURANCE	R	1/02/2025	412.98		179772		
I-HO1202412128494	HOSPITAL INCOME PREMIUM	R	1/02/2025	79.76		179772		
I-HO3202412128494	HOSPITAL INCOME - PRETAX	R	1/02/2025	98.02		179772		
I-HO3202412278495	HOSPITAL INCOME - PRETAX	R	1/02/2025	98.02		179772		
I-HOS202412278495	HOSPITAL INCOME - PRETAX	R	1/02/2025	79.79		179772		
I-LF3202412278495	UNIV/COL LIFE AFTER TAX	R	1/02/2025	643.38		179772		
I-LF7202412128494	NON-PRETAX LIFE INSURANCE	R	1/02/2025	559.97		179772		
I-LF8202412128494	AFTER TAX COLONIAL PRODUCTS	R	1/02/2025	1,440.80		179772		
I-LF8202412278495	AFTER TAX COLONIAL PRODUCTS	R	1/02/2025	1,415.30		179772		
I-LP1202412128494	PRETAX LPSD DISABILITY	R	1/02/2025	0.01		179772		
I-LP3202412128494	LPSD DISABILITY AFTERTAX	R	1/02/2025	44.17		179772		
I-LP3202412278495	LPSD DISABILITY AFTERTAX	R	1/02/2025	44.17		179772		8,188.61
03376	PRINCIPAL LIFE INSURANCE COMPA							
I-202501028502	PRINCIPAL LIFE INSURANCE COMPA	R	1/02/2025	474.52		179781		
I-202501028503	ADJUSTMENT J PALACIO OCT	R	1/02/2025	18.61		179781		
I-202501028504	ADJUSTMENT J PALACIO NOV	R	1/02/2025	18.61		179781		
I-202501028505	ADJUSTMENT J PALACIO DEC	R	1/02/2025	18.61		179781		
I-202501028506	ADJUSTMENTS	R	1/02/2025	123.75		179781		
I-DN1202412128494	EMPLOYEE SHARE HEALTH INSUR	R	1/02/2025	832.63		179781		
I-DN2202412278495	EMPLOYEE SHARE HEALTH INSUR	R	1/02/2025	832.63		179781		

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	I-GDC202412278495		DENTAL INSURANCE PREMIUM	R	1/02/2025	1,142.75		179781
	I-GDE202412278495		DENTAL INSURANCE PREMIUM	R	1/02/2025	1,287.52		179781
	I-GDF202412278495		DENTAL INSURANCE PREMIUM	R	1/02/2025	1,668.60		179781
	I-GDS202412278495		DENTAL INSURANCE PREMIUM	R	1/02/2025	414.26		179781
	I-GVC202412278495		VISION INSURANCE PREMIUM	R	1/02/2025	157.78		179781
	I-GVE202412278495		VISION INSUR PREMIUM	R	1/02/2025	282.24		179781
	I-GVF202412278495		VISION INSURANCE PREMIUM	R	1/02/2025	253.26		179781
	I-GVS202412278495		VISION INSURANCE PREMIUM	R	1/02/2025	60.93		179781
	I-VS1202412128494		EMPLOYEE SHARE HEALTH PLAN	R	1/02/2025	86.76		179781
	I-VS2202412278495		EMPLOYEE SHARE HEALTH INSUR	R	1/02/2025	86.76		179781
								7,760.22
74775	SCOTT & WHITE HEALTH PLAN							
	I-202501028501		SCOTT & WHITE HEALTH PLAN	R	1/02/2025	13,589.28		179797
	I-CCC202412278495		HEALTH INSURANCE PREMIUM	R	1/02/2025	11,102.64		179797
	I-CCE202412278495		HEALTH INSURANCE PREMIUM	R	1/02/2025	12,633.21		179797
	I-CCF202412278495		HEALTH INSURANCE PREMIUMS	R	1/02/2025	4,622.56		179797
	I-CCS202412278495		HEALTH INSURANCE PREMIUM	R	1/02/2025	2,065.94		179797
	I-HE1202412278495		HEALTH INSURANCE PREMIUM	R	1/02/2025	6,177.65		179797
	I-HEA202412128494		EMPLOYEE SHARE HEALTH INSURANC	R	1/02/2025	14,452.83		179797
	I-HEA202412278495		EMPLOYEE SHARE HEALTH INSURANC	R	1/02/2025	91.04		179797
	I-HEC202412278495		EMPLOYEE SHARE HEALTH INSURANC	R	1/02/2025	14,634.91		179797
	I-HI1202412278495		CITY HEALTH INSURANCE	R	1/02/2025	20,800.25		179797
	I-HID202412278495		CITY HEALTH INSURANCE	R	1/02/2025	23,727.07		179797
	I-HIE202412278495		EMPLOYEE CITY HEALTH CONTRIB	R	1/02/2025	33,419.49		179797
								157,316.87
02860	FUELMAN							
	I-NP67660069		FUELMAN	R	1/03/2025	11,318.10		179824
								11,318.10
35299	HACH COMPANY							
	I-14294328		AMC5500 REAGENTS	R	1/03/2025	435.21		179828
	I-14296522		MCOLI BLUE AMPULES	R	1/03/2025	1,837.10		179828
	I-14300015		CHEMKEYS	R	1/03/2025	982.08		179828
	I-14301365		DR1900 SPECTROPHOTOMETER	R	1/03/2025	5,315.47		179828
								8,569.86
46998	KBS ELECTRICAL DIST INC							
	I-1333106		TRIP SAVER	R	1/03/2025	12,915.00		179837
								12,915.00
03815	KRPS CONTRACTORS LLC							
	I-PAY #2 12162024		PAY APP #2 WESTERN CLVRT	R	1/03/2025	191,955.53		179838
								191,955.53
49400	LAMPASAS CENTRAL APPR DIST							
	I-12312024		QUARTER 1 PAYMENT	R	1/03/2025	14,382.82		179840
								14,382.82

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02976	WASTE CONNECTIONS							
I-3325818V165	CITIZENS STATION	R	1/03/2025	2,594.21		179863		
I-3325818V165*	CITIZENS COLLECTION	R	1/03/2025	2,366.24		179863		
I-3325819V165	RECYLCE CENTER	R	1/03/2025	820.96		179863		
I-3325819V165*	RECYCLE CENTER	R	1/03/2025	847.37		179863		6,628.78
03406	WELLS FARGO FINANCIAL LEASING							
I-5032336928	FAIRWAY, GREENS, AND DECK	R	1/03/2025	2,750.00		179865		
I-5032336929	FAIRWAY MOWER	R	1/03/2025	1,470.00		179865		4,220.00
47585	KEMPNER WATER SUPPLY CORP							
I-11302024*	WATER FOR NOV 2024	R	1/03/2025	99,843.96		179866		99,843.96
03776	ASD CONSULTANTS, INC							
I-PAY APP # 6	HOSTESS HOSUE PAY APP #6	R	1/09/2025	184,156.55		179892		184,156.55
67791	ETCON, INC							
I-2ND ST PAY APP # 4	2ND ST REHAB PAY APP #4	R	1/09/2025	66,372.19		179907		66,372.19
00647	HOLT CAT							
I-24-0398HL	BACKUP GENERATORS	R	1/09/2025	312,015.71		179916		312,015.71
03785	THE HUNTINGTON NATIONAL BANK							
I-1382299	RENTAL CART LEASE	R	1/09/2025	5,668.36		179950		5,668.36
03523	UNITED AG & TURF							
I-13711861	WIRING HARNESS AND THROTT	R	1/09/2025	1,906.48		179956		
I-1827243 12272024	WORK ON MOWER	R	1/09/2025	2,349.89		179956		4,256.37
02976	WASTE CONNECTIONS							
I-3336191V165	COMMERCIAL SOLID WASTE	R	1/09/2025	67,715.15		179959		
I-3336192V165	RESIDENTIAL SOLID WASTE	R	1/09/2025	56,129.90		179959		
I-3336211V165	CITIZENS STATION	R	1/09/2025	2,255.79		179959		
I-3336221V165	RECYCLE CENTER	R	1/09/2025	400.28		179959		126,501.12
52200	LAMPASAS PUBLIC UTILITIES							
I-12042024	17 PARK LANE	R	1/14/2025	48.50		180002		
I-12112024	1616 BADGER LANE	R	1/14/2025	22.99		180002		
I-12312024	DECEMBER 2024	R	1/14/2025	35,660.58		180002		35,732.07
02754	MASTERCARD							
C-12192024	CRICUT - TAX REFUND	R	1/14/2025	5.99CR		180010		
C-4346	ALFORD CLASS REFUND	R	1/14/2025	100.00CR		180010		
C-4347	FRITZ CLASS REFUND	R	1/14/2025	100.00CR		180010		
I-00209G	CAKES FOR PD/FD TOY RUN	R	1/14/2025	146.14		180010		
I-00211G	CAKES FOR PD/FD TOY RUN	R	1/14/2025	111.78		180010		
I-00227G	COFFEE PD/FD TOY RUN	R	1/14/2025	54.12		180010		
I-00991G	COUNCIL DINNNER	R	1/14/2025	79.99		180010		

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VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
I-01062025	WEBSITE STOCK IMAGES	R	1/14/2025	29.00		180010		
I-01129G	DONUTS/PIG N BLANKET	R	1/14/2025	164.53		180010		
I-01276G	TCEQ	R	1/14/2025	78.88		180010		
I-02006G	UTILITY DEPT LUNCH	R	1/14/2025	64.89		180010		
I-0235751	CUMMINGS IACP MEMBERSHIP	R	1/14/2025	220.00		180010		
I-0237784	IACP ACTIVE MEMBERSHIP DU	R	1/14/2025	220.00		180010		
I-1177156912	MIKE BLAIR SHIRTS (5)	R	1/14/2025	173.15		180010		
I-12032024 ERIN	2025 WATER FOR TX CONF	R	1/14/2025	350.00		180010		
I-12032024 JR	TEEX REGISTRATION FEE	R	1/14/2025	50.00		180010		
I-12032024 TOM	TEEX REGISTRATION FEE	R	1/14/2025	50.00		180010		
I-12042024	LODGING	R	1/14/2025	230.31		180010		
I-12102024 KASEY	BESTFRIEND NATIONAL CONF	R	1/14/2025	603.94		180010		
I-175486.00	YOUTH DIVERSION COURSE	R	1/14/2025	100.00		180010		
I-33197	TESTING	R	1/14/2025	150.00		180010		
I-406209	BERMUDA GRASS	R	1/14/2025	210.00		180010		
I-4502933501	LODGING	R	1/14/2025	590.43		180010		
I-573198733	REPLACEMENT KEYBOARD	R	1/14/2025	44.91		180010		
I-758055	SCHLOTZSKY-CHRISTMAS LUNC	R	1/14/2025	148.38		180010		
I-81421	RINEHART -HOTEL FOR TRAIN	R	1/14/2025	357.24		180010		
I-959954669	LODGING	R	1/14/2025	230.31		180010		
I-DS001299687	DROPSEND LITE	R	1/14/2025	45.00		180010		
I-IN248727	DATED 1 PG PLAN & ACTIVIT	R	1/14/2025	631.68		180010		4,928.69
90400	UNITED STATES POST OFFICE							
I-01102025	PERMIT 81 POSTAGE	R	1/14/2025	6,000.00		180018		6,000.00
03776	ASD CONSULTANTS, INC							
I-PAY APP # 7	PAY APP #7	R	1/21/2025	255,197.70		180025		255,197.70
01490	CENCO, INC							
I-INV-0778	GREASE ENZYMES	R	1/21/2025	4,840.00		180031		
I-INV-0779	PETRO ENZYME	R	1/21/2025	5,200.00		180031		10,040.00
26599	FERGUSON ENTERPRISES INC							
I-1319253	HOSTESS HOUSE FIRE HYD	R	1/21/2025	11,649.52		180035		11,649.52
02202	H & H TREE SERVICE INC							
I-01142025	THIRD INSTALLMENT/LIGHTS	R	1/21/2025	10,000.00		180039		10,000.00
47585	KEMPNER WATER SUPPLY CORP							
I-12312024	DEBT 91-06 ; 91-07	R	1/21/2025	19,146.97		180055		19,146.97
03591	M&S ENGINEERING LLC							
I-83731	BUS PARK OH PH 2	R	1/21/2025	5,026.25		180060		5,026.25

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01050	MCCOY TREE SURGERY COMPANY							
I-9654	TREE TRIMMING	R	1/21/2025	2,822.36		180061		
I-9655	TREE TRIMMING	R	1/21/2025	7,134.10		180061		
I-9656	TREE TRIMMING	R	1/21/2025	5,864.50		180061		15,820.96
02501	SHI GOVERNMENT SOLUTIONS							
I-GB00548585	MIC OFF 2024 STD	R	1/21/2025	4,820.55		180077		4,820.55
02203	T MORALES COMPANY ELECTRIC & C							
I-15459S	VAC TRUCK ELEC WORK	R	1/21/2025	1,749.60		180083		
I-15468S	AFNA BLOWER 1 TRIP	R	1/21/2025	1,055.00		180083		
I-15469S	ELECTRIC WORK BELT PRESS	R	1/21/2025	2,069.31		180083		
I-15473S	AFNA BLOWER WIRING	R	1/21/2025	904.60		180083		5,778.51
01201	BANK OF AMERICA NA							
I-OWOGQ04BCR	2007 DEBT SERIES	R	1/31/2025	33,151.48		180138		33,151.48
02235	BOKF, NA							
I-CITYOFLAMPASAS	DEBT INTEREST PAYMENTS	R	1/31/2025	206,877.50		180140		206,877.50
03320	CHASE							
I-0000000095	2019 GO REFUNDING	R	1/31/2025	100,611.30		180146		100,611.30
03398	CLASSIC BANK, N.A.							
I-00001 01232025	2020 GO REFUNDING DEBT	R	1/31/2025	152,681.68		180147		152,681.68
03803	DEERE & COMPANY							
I-117707992	MOWER	R	1/31/2025	13,189.02		180153		
I-117708002	MOWER	R	1/31/2025	13,189.02		180153		26,378.04
03273	DELL MARKETING LP							
I-10795588686	TOUGHBOOKS/DOCKING STATIO	R	1/31/2025	6,804.18		180154		6,804.18
02860	FUELMAN							
I-NP67815797	FUELMAN	R	1/31/2025	11,017.53		180161		11,017.53
01179	HARRISON CONSTRUCTION CO							
I-01202025 BROWN ST	ROAD BASE & MANU SAND	R	1/31/2025	8,035.00		180167		
I-01202025HOSTESS	MANU SAND & BASE	R	1/31/2025	1,860.00		180167		9,895.00
47585	KEMPNER WATER SUPPLY CORP							
I-12312024*	DECEMBER WATER USAGE	R	1/31/2025	66,283.29		180176		66,283.29

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
49600	LAMPASAS COUNTY							
I-10282024	CITY'S SUPPORT OF HOP BUS	R	1/31/2025	35,000.00		180180		35,000.00
02250	MOTOROLA SOLUTIONS, INC.							
I-8282048854	M500 ICV SYSTEM W/RCAM V3	R	1/31/2025	15,716.40		180186		15,716.40
78895	SOLOMON CORPORATION							
I-400920	100 KVA	R	1/31/2025	6,120.00		180197		6,120.00
82300	TECHLINE, INC							
I-1364831-02	LINE MATERIAL	R	1/31/2025	2.56		180201		
I-1365252-00	POLES	R	1/31/2025	19,665.00		180201		19,667.56
02976	WASTE CONNECTIONS							
I-3358605V165	CITIZENS CENTER	R	1/31/2025	1,700.22		180215		
I-3358605V165*	CITIZENS CENTER	R	1/31/2025	1,763.01		180215		
I-3358606V165	RECYCLE CENTER	R	1/31/2025	1,241.64		180215		4,704.87
03406	WELLS FARGO FINANCIAL LEASING							
I-5032712889	EQUIPMENT LEASE	R	1/31/2025	2,750.00		180217		
I-5032712890	LEASE FOR FAIRWAY MOWER	R	1/31/2025	1,470.00		180217		4,220.00

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	44	2,305,340.10	0.00	2,305,340.10
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	3	263,310.71	0.00	263,310.71
EFT:	1	554,248.41	0.00	554,248.41
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0	VOID DEBITS	0.00	
		VOID CREDITS	0.00	0.00

TOTAL ERRORS: 0

VENDOR SET: 99	BANK: FSB	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
			48	3,122,899.22	0.00	3,122,899.22
BANK: FSB	TOTALS:		48	3,122,899.22	0.00	3,122,899.22
REPORT TOTALS:			48	3,122,899.22	0.00	3,122,899.22

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To: Mayor and Council

From: Erin Corbell

Re: Manager's Report

Date: February 6, 2025

- Audit** The City's auditors are on site at City Hall, beginning their work on the FY24 annual audit of municipal funds. Staff expects to receive a completed audit by March 31st.
- Hiring** The library recently completed interviews for a part time position for library clerk and extended an offer on Friday. The Police Department recently conducted interviews for cadets and have several quality applicants for the position. One is currently in the academy, and we anticipate starting one in the March academy. The Public Works Director position is still open and we've received several applications. Staff will plan on beginning interviews next week. Additionally, staff anticipates opening a position for a part time airport employee in the next week.
- Solid Waste** In the month of April, Frontier Waste Solutions will begin transitioning dumpsters from Waste Connections to Frontier. The dumpsters will continue to be serviced by Waste Connections until the contract with Frontier commences. Frontier is also mirroring Waste Connections residential routes for familiarity.
- Election** As a reminder, the deadline for filing for a place in the May City Council election is Friday, February 14th.
- Night Skies** On Saturday, March 1st, the Lampasas County Friends of the Night Sky will be hosting a "Stars at Night" Star Party at the Old Middle School Cafeteria in conjunction with Vision Lampasas and the Lampasas Public Library from 5-9 pm. The event will feature a guest speaker and stargazing with the experts.

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City Manager

ITEM NO. 7.1

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

Subject:

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

Requested By: Monica Wright, Director of Information Systems

Submitted By: Monica Wright, Director of Information Systems

Date Submitted: February 3, 2025

For the Agenda of: February 10, 2025

Procurement and Funding Statement:

N/A

Attachments: January Photo Entries

Summary Statement:

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

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

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

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

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

Recommendation:

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

Entry 1

Todd Sellars

tsellars11@att.net

“American Courthouse” was taken at the Courthouse in Lampasas, TX.



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

Subject:

Discussion and possible action regarding an Ordinance calling for a General Election to elect the expired terms of the Mayor, Council Member Place One, Two and Six, along with the unexpired term of Place 3 for the City Council of the City of Lampasas, Texas to be held on the 3rd day of May, 2025; Providing for polling times and places; Providing for Early Voting; and Providing for Bilingual Election Materials

Requested by: Becky Sims, City Secretary

Submitted by: Becky Sims, City Secretary

Date Submitted: February 5, 2025

For the agenda of: February 10, 2025

Procurement and Funding Statement:

N/A

Attachments: Ordinance

Summary Statement:

This ordinance calls the May 3, 202 General Election as required by State Law. It establishes polling places and appoints judges and clerks.

The City Council Places up for election are as follows:

Mayor	Herb Pearce
Place 1	Zachary Morris
Place 2	Eric Hernandez
Place 3	Myles Haider
Place 6	Charlie Pratus

Recommendation:

To consider a motion to approve the first reading of an Ordinance calling for a General Election to elect the expired terms of Mayor, Council Member Place One, Two and Six, along with the unexpired term of Place 3 for the City Council of the City of Lampasas, Texas to be held on the 3rd day of May, 2025; Providing for polling times and places; Providing for Early Voting; and Providing for Bilingual Election Materials.

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CC
City Manager

ITEM NO. 7.3

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

Subject:

Discussion and possible action regarding Notice of General Election for Municipalities for the May 3, 2025 Election.

Requested by: Becky Sims, City Secretary

Submitted by: Becky Sims, City Secretary

Date Submitted: February 5, 2025

For the agenda of: February 10, 2025

Procurement and Funding Statement:

N/A

Attachments: Ordinance

Summary Statement:

This item has been placed on the agenda to issue the Notice of Election to be held on the May 3, 2025.

Recommendation:

To consider a motion to issue the Notice of Election to be held May 3, 2025.

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

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

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

Notice is hereby given that the polling place listed below will be open from 7:00 a.m. to 7:00 p.m. on May 3, 2025, for voting in a General Election, to elect:

City Council members: Mayor
Council Member Place One
Council Member Place Two
Council Member Place Three
Council Member Place Six

(Aviso por este medio es dado que los lugares de votación a continuación será abiertos de 7:00 a.m. hasta las 7:00 p.m. el 03 de Mayo de 2025, para votar en unas elecciones generales, para elegir):

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

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

Lampasas County Elections Office
407 S. Pecan, Suite 102
Lampasas, TX 76550

Kempner Fire Training Center
315 Pecan Street
Kempner, TX 76539

Early Voting by personal appearance will be conducted each weekday at the Lampasas County Elections Administrator Office, 407 S. Pecan, Suite 102, Lampasas, TX, between the hours of 8:00 a.m. and 5:00 p.m. beginning on April 21, 2025 and ending on April 29, 2025.

(Votación adelantada en persona se llevará a cabo cada semana en Elecciones Administrador oficina, 407 S. Pecan, Suite 102, Lampasas, Texas, entre las horas de ocho de la mañana y y cinco de la tarde partir del 21 de Abril, 2025 el 29 de Abril 2025.)

Additional early voting will be held at the same location as follows: April 29, 2025, from 7:00 a.m. – 7:00 p.m.

(Adicional la votación anticipada se llevará a cabo en el mismo lugar como sigue: el 29 de Abril 2025 de 7:00 a.m. – 7:00 p.m.)

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

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

Application for ballots by mail must be received no later than the close of business on April 22, 2025.

(Solicitud de votos por correo deberá recibirse no más tarde del cierre de actividades el 22 de Abril, 2025.)

Issued this the _____ day of _____, 2025
(Emitada este día _____ de _____, 2025)

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

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

An election is hereby ordered to be held on May 3, 2025 for the purpose of:
(Por la presente se ordena que se llevara a cabo una eleccion el 3 de Mayo de 2025 con el proposito de:)

A General Election, to elect: City Council members: Mayor
Place One
Place Two
Place Three
Place Six

(en la Eleccion para elegir: Alcalde
Miembro del Concilio Lugar Uno
Miembro del Concilio Lugar Dos
Miembro del Concilio Lugar Tres
Miembro del Concilio Lugar Seis

Early voting by personal appearance will be conducted each weekday at Elections Administrator Office, 407 S. Pecan, Suite 102, Lampasas, TX, between the hours of 8:00 a.m. and 5:00 p.m. beginning on April 21, 2025 and ending on April 29, 2025. *(Votación adelantada en persona se llevará a cabo cada semana en Elecciones Administrador oficina, 407 S. Pecan, Suite 102, Lampasas, Texas, entre las horas de ocho de la mañana y y cinco de la tarde partir del 21 de Abril, 2025 y el 29 de Abril de 2025.)*

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Application for ballots by mail must be received no later than the close of business on April 22, 2025.
(Solicitud de votos por correo deberá recibirse no más tarde del cierre de actividades el 22 de Abril, 2025.)

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

Herb Pearce, Mayor *(Firma del Alcalde)*

Zachary Morris, Mayor Pro Tem
(Firma del Concejal)

Eric Hernandez
(Firma del Concejal)

Myles Haider
(Firma del Concejal)

Cathy Kuehne
(Firma del Concejal)

Davis Keele
(Firma del Concejal)

Charlie Pratus
(Firma del Concejal)

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

Subject:

Discussion and possible action to consider the first reading of an ordinance to approve, deny, or approve with modifications a request to rezone property from Single Family Residential-6 “SF-6” to Two-Family Residential District (Duplex) for property described as PT of Lots 3-4-5, Block 6, Matthews and Wilkes Addition; commonly known as 1704 E Third Street, Lampasas, Texas Lampasas.

Requested By: Becky Sims, City Secretary

Submitted By: Becky Sims, City Secretary

Date Submitted: February 5, 2025

For the Agenda of: February 10, 2025

Procurement and Funding Statement:

N/A

Attachments: P&Z Packet

Summary Statement:

This item was discussed during Public Hearing

Recommendation:

To consider a motion to approve the first reading of an ordinance to approve, deny, or approve with modifications a request to rezone property from Single Family Residential-6 “SF-6” to Two-Family Residential District (Duplex) for property described as PT of Lots 3-4-5, Block 6, Matthews and Wilkes Addition; commonly known as 1704 E Third Street, Lampasas, Texas Lampasas.

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

Subject:

Discussion and possible action to consider the first reading of an ordinance to approve, deny, or approve with modifications a request to rezone property from Single Family Residential-10 "SF-10" to Two-Family Residential District (Duplex) for property described as Lot 5, Block 37 LSC First Addition, commonly known as 207 N Ridge Street, Lampasas Texas Lampasas County.

Requested By: Becky Sims, City Secretary

Submitted By: Becky Sims, City Secretary

Date Submitted: February 5, 2025

For the Agenda of: February 10, 2025

Procurement and Funding Statement:

N/A

Attachments: P&Z Packet

Summary Statement:

This item was discussed during Public Hearing

Recommendation:

To consider a motion to approve the first reading of an ordinance to approve, deny, or approve with modifications a request to rezone property from Single Family Residential-10 "SF-10" to Two-Family Residential District (Duplex) for property described as Lot 5, Block 37 LSC First Addition, commonly known as 207 N Ridge Street, Lampasas Texas Lampasas County.

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

Subject:

Discussion and possible action to consider the first reading of an ordinance to approve, deny, or approve with modifications a request to rezone property from Single Family Residential-6 "SF-6" to Commercial "C" with a Specific Use Permit to allow for a Welding or Machine Shop for property described as Lots 5 & 8 Block 1, East Lampasas Addition, commonly known as 605 College Street Lampasas, Texas, Lampasas County.

Requested By: Becky Sims, City Secretary

Submitted By: Becky Sims, City Secretary

Date Submitted: February 5, 2025

For the Agenda of: February 10, 2025

Procurement and Funding Statement:

N/A

Attachments: P&Z Packet

Summary Statement:

This item was discussed during Public Hearing

Recommendation:

To consider a motion to approve the first reading of an ordinance to approve, deny, or approve with modifications a request to rezone property from Single Family Residential-6 "SF-6" to Commercial "C" with a Specific Use Permit to allow for a Welding or Machine Shop for property described as Lots 5 & 8 Block 1, East Lampasas Addition, commonly known as 605 College Street Lampasas, Texas, Lampasas County

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

Subject:

Discussion, consideration and possible action regarding proposed Change Order for roof of Hostess House Renovation & Addition

Requested By: Erin Corbell, City Manager

Submitted By: Erin Corbell, City Manager

Date Submitted: February 6, 2025

For the Agenda of: February 10, 2025

Procurement and Funding Statement:

Sufficient funds exist in Fund 65- 2022 CO Issue to accommodate roofing expenditure. The estimated cost for full replacement of the roof is a \$43,807.59 addition to the costs of renovation.

Attachments:

Summary Statement:

To accommodate cost savings on Hostess House renovations, the original bid included new roofing for the addition to the property *only* in the amount of \$9,639.76. Through the renovation process, the architects and construction crews have identified failures in the existing roof system. The existing roofing is a wall panel type metal, with exposed fasteners.

If the existing profile is matched, the roofer will only grant a 5-6 year warranty. With a complete roof replacement, the roofer will grant a 20-year warranty.

After our last council meeting, staff contacted TML to have the existing roof examined for any potential damage received from storms in recent years. TML adjusters did not locate any damage that would inhibit the functionality of the existing roof.

Recommendation:

Staff recommends denying the Change Order for re-roofing the entire project and roofing the new addition of the Hostess House only as originally bid for the project.



WORKERS' COMPENSATION • PROPERTY • LIABILITY

February 6, 2025

Becky Sims
City Secretary/Fund Contact
City of Lampasas
Via Email (becky@cityoflampasas.com)

RE: NOTICE OF CLAIM
Member: City of Lampasas
Property: ID 17 – Hostess House, 1602 Hwy 281 S., Lampasas, TX 76550
TMLIRP Claim #: TX0000000232641

Dear Becky:

Upon notice of this claim the Risk Pool hired Primeco Claims Group to investigate the cause of damage to the above-referenced property. The adjuster's report indicates the roofing suffered cosmetic hail hits and no functional damage to the roof. We are writing to notify the City of Lampasas this loss is not covered by the Risk Pool due to a cosmetic exclusion.

We draw your attention to the following exclusion in the Property Coverage Document:

SPECIAL FORM PROPERTY COVERAGE

...

II. PERILS EXCLUDED

This **Agreement** does not cover the presence of or loss or damage caused by or resulting from any of the following:

...

S. Windstorm or hail, or both, that causes only cosmetic loss or damage to structure exteriors. Cosmetic loss or damage means only that damage that alters the physical appearance of the structure's exterior but does not result in damage that allows the penetration of water through the structure's exterior or does not result in the failure of the structure's exterior to perform its intended function, to keep out elements over an extended period of time. Cosmetic loss or damage includes, but is not limited to, spatter marks, splatter marks, blemishes, dents, dings, dimples, chips, marring, pitting, scratches, gouges, grooves, or other similar changes in physical condition, including any associated loss of adhesion at the cosmetic loss or damage location to the structure exterior. Structure exterior includes, but is not limited to, the roofing system surface material

TEXAS MUNICIPAL LEAGUE INTERGOVERNMENTAL RISK POOL

1821 Rutherford Lane, First Floor • Austin, Texas 78754 • (512) 491-2300 • (800) 537-6655 Texas Only
P.O. Box 149194 • Austin, Texas 78714-9194 • www.tmlirp.org

Becky Sims/Fund Contact
February 5, 2025
Page 2

and insulation directly below, flashing, vent caps, trim, drip edge, HVAC equipment, vents, piping, and other items on the surface of the structure's exterior.

Since the hail impacts were cosmetic only, no claim payment is warranted.

We regret the Risk Pool cannot assist the City of Lampasas currently. Please see this letter is drawn to the attention of the appropriate City of Lampasas officials. If you have any additional information for the Pool to review, please submit it and we will further review this claim.

Sincerely,



Patti Bratz
Senior Claims Specialist

Enclosure: First Report, Primeco Claims Group, January 30, 2025

TEXAS MUNICIPAL LEAGUE INTERGOVERNMENTAL RISK POOL

1821 Rutherford Lane, First Floor • Austin, Texas 78754 • (512) 491-2300 • (800) 537-6655 Texas Only
P.O. Box 149194 • Austin, Texas 78714-9194 • www.tmlirp.org

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

Subject:

Discussion, consideration and possible action to approve FY25 City of Lampasas Organizational Chart.

Requested By: Erin Corbell, City Manager

Submitted By: Erin Corbell, City Manager

Date Submitted: February 6, 2025

For the Agenda of: February 10, 2025

Procurement and Funding Statement:

N/A

Attachments:

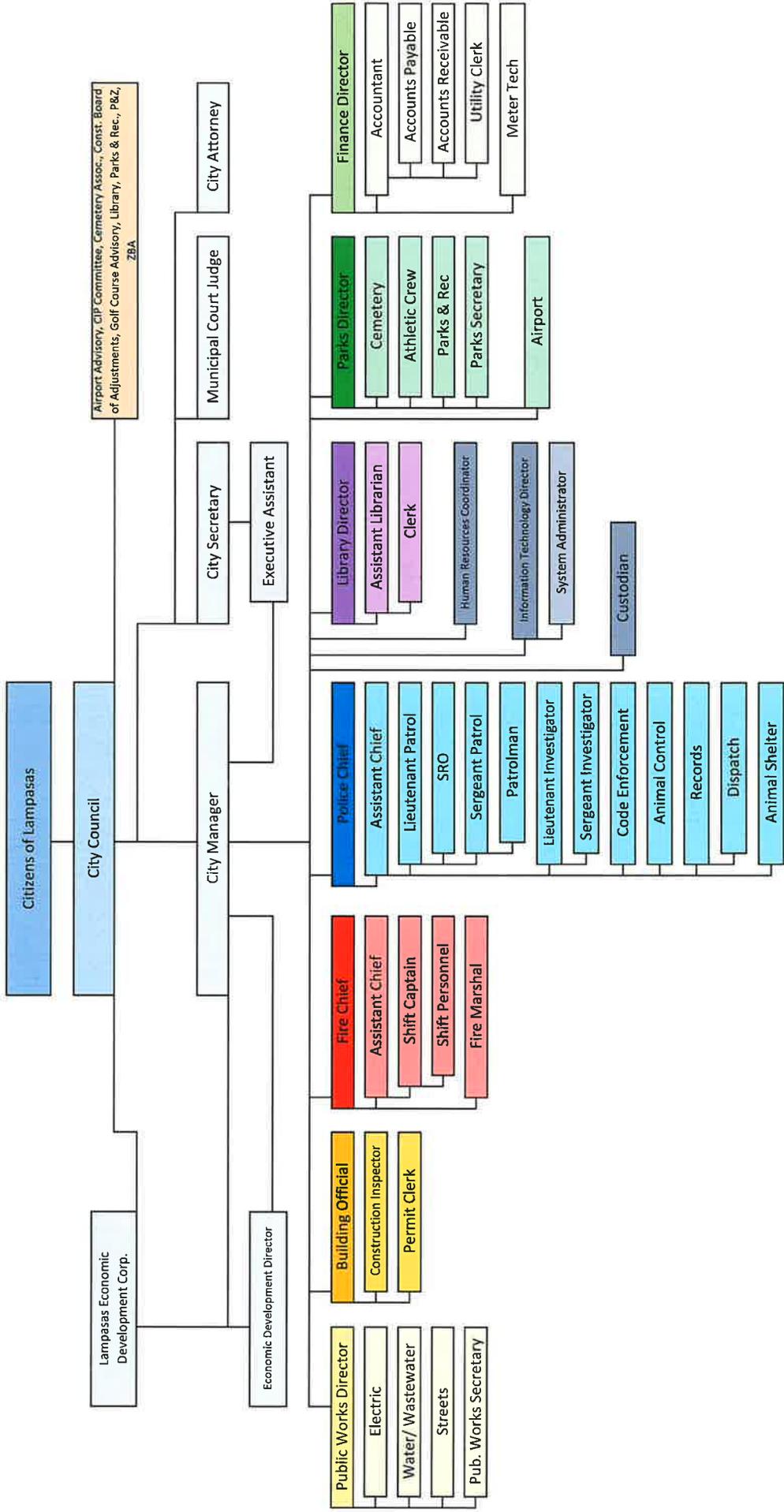
Summary Statement:

The City Council of the City of Lampasas has not formally adopted an organizational chart. Organizational charts clearly outline roles, responsibilities and reporting structures for a municipality. The chart helps clearly communicate to the Council and the citizens of the City who oversees certain functions and how various departments in the city interact with, and relate to, each other.

The organization chart can be reviewed and amended as needed, but no less frequently than annually during budget meetings with Council.

Recommendation:

Approve organizational chart, as presented.



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

Subject:

Discussion and possible action to purchase electrical wire from Techline, Inc. in the amount of \$32,555.00.

Requested By: Wayne Sanders, Electric Superintendent

Submitted By: Wayne Sanders, Electric Superintendent

Date Submitted: February 6, 2025

For the Agenda of: February 10, 2025

Procurement and Funding Statement:

Buyboard Vendor- Budgeted Expense- 81-510-5435 Electric Systems Maintenance -Balance \$117,999.00

Attachments: Cost Spreadsheet

Summary Statement:

Staff has been busy with multiple projects and supply is running low. Staff is asking council consideration to restock the electrical inventory to prepare for upcoming projects; such as the Turner Complex lighting upgrade.

- 3000 feet of Wake Forest URD Quad 4/0 = \$9,330.00
- 5000 feet of Okonite URD Primary 1/0= \$20,000.00
- 1500 feet of Syracuse URD 2/0= \$3,225.00

The current lead time is one week, this is subject to change based on supply and demand.

Recommendation:

To consider a motion to approve the purchase of electrical wire from Techline, Inc. in the amount of \$32,555.00.

QTY	UOM	CAT#	Description	Price	Extended	Leadtime
3000	ea	Wake Forest	Wire, URD Quad 4/0	\$3.11	\$9,330.00	1 wk
5000	ea	Okonite 1/0-15KV-AL-EPR-FCN 163-23-3072	Wire, URD Primary 1/0 EPR (133%)	\$4.00	\$20,000.00	1 wk
1500	ea	Syracuse	Wire , URD 2/0	\$2.15	\$3,225.00	1 wk
	ea				\$0.00	
			total		\$32,555.00	

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

Subject:

Discussion, consideration and possible action increasing contingency funding for Hostess House renovation from 5% to 10%.

Requested By: Erin Corbell, City Manager

Submitted By: Erin Corbell, City Manager

Date Submitted: February 6, 2025

For the Agenda of: February 10, 2025

Procurement and Funding Statement:

Sufficient funds exist in Fund 65 to accommodate increase in contingency funding.

Attachments:

Summary Statement:

The contract price for the Hostess House remodel included a 5% contingency in the awarded contract. Due to significant issues found during the remodel process, the 5% contingency has been fully utilized. Each Change Order now, due to City Policy regarding unbudgeted expenditures, requires City Council approval before proceeding. Depending on the timing of submission of Change Orders, it is likely that some Change Orders may take two to three weeks to address before council. This delay may lead to increased completion time.

Increasing contingency funding by 5%, or \$105,000, will allow Change Orders to be processed in a more timely manner.

Recommendation:

Staff recommends increasing contingency funds from 5% to 10% to allow for more efficient processing of construction costs associated with the Hostess House.

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