

PUBLIC NOTICE

AGENDA

LOCKHART CITY COUNCIL

TUESDAY, OCTOBER 20, 2020

CLARK LIBRARY ANNEX-COUNCIL CHAMBERS
217 SOUTH MAIN STREET, 3rd FLOOR
LOCKHART, TEXAS

COUNCILMEMBER VIDEO AND AUDIO CONFERENCE PARTICIPATION

Pursuant to Section 551.127 of the Texas Government Code, one or more members of the Lockhart City Council may participate in a meeting remotely, following certain guidelines and notice requirements. The member of the Council presiding over the meeting will be physically present at the above public location. Video and audio conference equipment providing two-way video/audio communication with each member participating remotely will be made available, and each portion of the meeting held by video/audio conference that is required to be open to the public can be heard by the public at the location specified.

CITIZEN AND COUNCILMEMBER VIDEO/AUDIO VOLUNTARY CONFERENCE PARTICIPATION

- Join virtual meetings via Zoom.
- Mayor will call upon each citizen registered to address the Council during the agenda item.
- Attendees may also call in to listen only.
- Council agenda packets can be reviewed at http://www.lockhart-tx.org/page/gov_agendas_minutes
- Individuals may watch the Council meeting online at http://www.lockhart-tx.org/page/gov_meeting_videos

PUBLIC COMMENT

Persons wishing to "speak" during the public comment period of a public meeting must submit their written comments to cconstancio@lockhart-tx.org no later than 12 p.m. (noon) on the day of the meeting. Timely submitted comments will be read aloud by the Mayor during the public comment portion of the meeting.

PUBLIC HEARINGS

Persons wishing to participate in any public hearing item listed on the agenda may do so as follows:

- Send written comments which will be read aloud; or
- Request a link to join the public hearing portion of the virtual meeting.
Written comments or requests to join a public hearing by virtual meeting must be sent to cconstancio@lockhart-tx.org no later than 12 p.m. (Noon) on the day of the hearing. Comments shall have a time limit of three minutes each. Citizens who join the public hearing virtually will be provided a link and call-in number to participate remotely.

Comments whether during public hearings or public comment periods, shall have a time limit of three minutes each. Any threatening, defamatory or other similar comments are prohibited.

6:30 P.M.

WORK SESSION (No Action)

Work session will be held to receive briefings and to initially discuss all items contained on the Agenda posted for 7:30 p.m. Generally, this work session is to simplify issues as it relates to the agenda items. No vote will be taken on any issue discussed or reviewed during the work session.

DISCUSSION ONLY

- A. Presentation by the Lockhart Farmers Market. 5-38
- B. Discuss minutes of the City Council meeting of September 15, 2020. 39-50
- C. Discuss bid to Nighthawk Construction of Lockhart, Texas in the amount of \$294,685.50 for the construction of an 18" water main as part of Community Development Block Grant #7219231, as recommended by the project Engineer. 51-60
- D. Discuss Extension of Lease Agreement with Martin & Martin Aviation, LLC as the Lockhart Municipal Airport Fixed Based Operator (FBO) comprised of Keith Uhls and Reine Smith until December 31, 2020 and authorizing the Mayor to sign the agreement if approved. 61-104
- E. Discuss confirmation of Civil Service Commission member reappointment of Ms. Yolanda Strey for a three year term as recommended by the City Manager. 105-107
- F. Presentation of 4th Quarter Fiscal Year 2020 Investment Report. 108-117
- G. Discuss a request by Ronda Reagan for a determination of eligibility for a Tax Abatement (TA-20-01) pursuant to Chapter 28 "Historic Districts and Landmarks", Division 2 "Tax Abatement", of the Lockhart Code of Ordinances, for interior and exterior improvements to a registered Historical Landmark single-family dwelling located at 412 West San Antonio Street. 118-156
- H. Discuss amending guidelines and eligibility requirements and to extend the Emergency Utility Bill Relief Grant Program to the City of Lockhart's inside-City residential utility customers who are experiencing financial hardships due to the COVID-19 pandemic. 157-163
- I. Discuss the Mayor's declaration of local disaster regarding requiring face coverings, and addressing other matters related to COVID-19, if necessary. 164-183

7:30 P.M. REGULAR MEETING

1. CALL TO ORDER

Mayor Lew White

2. INVOCATION, PLEDGE OF ALLEGIANCE

Invocation.

Pledge of Allegiance to the United States and Texas flags.

3. PUBLIC COMMENT

(The purpose of this item is to allow the public an opportunity to address the City Council on issues that are or are not on the agenda. No discussion can be carried out on the citizen/visitor comment about items not on the agenda.)

4. CONSENT AGENDA

A. Approve minutes of the City Council meeting of September 15, 2020. 39-50

B. Award bid to Nighthawk Construction of Lockhart, Texas in the amount of \$294,685.50 for the construction of an 18" water main as part of Community Development Block Grant #7219231, as recommended by the project Engineer.

C. Approve Extension of Lease Agreement with Martin & Martin Aviation, LLC as the Lockhart Municipal Airport Fixed Based Operator (FBO) comprised of Keith Uhls and Reine Smith until December 31, 2020 and authorizing the Mayor to sign the agreement if approved. 51-60

D. Approve confirmation of Civil Service Commission member reappointment of Ms. Yolanda Strey for a three year term as recommended by the City Manager. 105-107

E. Accept 4th Quarter Fiscal Year 2020 Investment Report. 108-117

5. DISCUSSION/ACTION ITEMS

A. Discussion and/or action to consider a request by Ronda Reagan for a determination of eligibility for a Tax Abatement (TA-20-01) pursuant to Chapter 28 "Historic Districts and Landmarks", Division 2 "Tax Abatement", of the Lockhart Code of Ordinances, for interior and exterior improvements to a registered Historical Landmark single-family dwelling located at 412 West San Antonio Street. 118-156

B. Discussion and/or action to consider amending guidelines and eligibility requirements and to extend the Emergency Utility Bill Relief Grant Program to the City of Lockhart's inside-City residential utility customers who are experiencing financial hardships due to the COVID-19 pandemic. 157-163

C. Discussion and/or action to consider the Mayor's declaration of local disaster regarding requiring face coverings, and addressing other matters related to COVID-19, if necessary. 164-183

D. Discussion and/or action regarding appointments to various boards, commissions or committees. 184-200

6. CITY MANAGER'S REPORT, PRESENTATION AND POSSIBLE DISCUSSION

- Library Updates:
 - 2020 Virtual Evening with the Authors was a success.
 - Library staff will begin preparations for Dickens Christmas decorations.
- Public Works Updates:
 - Update regarding booster pump improvements at the Maple Street elevated water storage tank.
 - The SH 130 elevated water storage tank will be substantially complete by the end of October.
 - The Town Branch Trail Phase II and the South Colorado Street sidewalk projects are expected to begin in November.
 - City staff recently repaved the intersection of Torres Street near Blackjack Street.
 - The bid due date for the 2020 Street Paving projects is October 29th.
- Fire Department Updates:
 - Update regarding renovation analysis for the Lockhart Fire Station No. 1.
 - Firefighter entrance exam and physical agility test is scheduled for October 24, 2020. The fire department currently has 4 open positions.
- Update regarding citizens Wayfinding Committee.
- Early voting for the November 3, 2020 General Election began on October 13th and continues until October 30th at the Scott Annex, 1403 Blackjack Street.
- 2020 U.S. Census update.
- The Lockhart Police Department participated in Domestic Violence Awareness Month in October and in Purple Thursday on October 15.

7. COUNCIL AND STAFF COMMENTS – ITEMS OF COMMUNITY INTEREST

*(**Items of Community Interest defined below)*

8. ADJOURNMENT

*** Items of Community Interest includes: 1) expressions of thanks, congratulations or condolence; 2) information regarding holiday schedules; 3) an honorary or salutary recognition of a public official, public employee, or other citizen, except that a discussion regarding a change in the status of a person's public office or public employment is not an honorary or salutary recognition for purposes of this subdivision; 4) a reminder about an upcoming event organized or sponsored by the governing body; 5) information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official employee of the municipality; and 6) announcements involving an imminent threat to the public health and safety of people in the municipality that has arisen after the posting of the agenda. (SB 1182 - effective 09/01/2009)*

City Council shall have the right at anytime to seek legal advice in Executive Session from its Attorney on any agenda item, whether posted for Executive Session or not.

Posted on the bulletin board in the Municipal Building, 308 West San Antonio Street, Lockhart, Texas, on the 16th day of October 2020 at _____.

City of Lockhart, Texas

Council Agenda Item Briefing Data

COUNCIL MEETING DATE: October 20, 2020

AGENDA ITEM CAPTION:

Presentation by the Lockhart Farmers Market.

ORIGINATING DEPARTMENT AND CONTACT: Steve Lewis, City Manager

ACTION REQUESTED:

ORDINANCE RESOLUTION CHANGE ORDER AGREEMENT
 APPROVAL OF BID AWARD OF CONTRACT CONSENSUS OTHER

BACKGROUND/SUMMARY/DISCUSSION:

Ms. Jenniffer Bauman of the Lockhart Farmers Market will present an update to the City Council regarding the Farmers Market.

Farmers markets have grown in popularity because growers, consumers and communities recognize the benefits. For growers, farmers markets provide an opportunity to sell products at retail prices and an opportunity to sell specialty or niche products. Because vendor fees charged by markets are much lower than the cost of establishing an off-farm retail outlet, farmers markets enable growers to test new enterprises or give direct marketing a try without making a large investment. For consumers, farmers markets increase access to fresh food, give consumers the opportunity to develop relationships with local growers, raise awareness about the food system, and promote healthy eating habits.

Based on research about public markets, the following 10 qualities lead to successful markets:

- Vendors who are focused on quality service and innovation.
- A visible and accessible location with adequate parking.
- A diverse mix of vendors, products, and events.
- A clear purpose/mission of the market.
- A well-designed, comfortable and welcoming public space.
- Collaborations/partnerships with the community.
- Sound, transparent financial accounting and financial plan.
- Creative and targeted promotions.
- A variety of ways to add value to local economies and communities.
- Effective, open-minded and fair management.

Discussion:

In recent weeks, the market has experienced rapid growth. Consequently, an invitation was extended to the Lockhart Farmers Market organization to update the City Council and community about their plans for the market.

STAFF RECOMMENDATION/REQUESTED MOTION: None.

LIST OF SUPPORTING DOCUMENTS: Lockhart Farmers Market Organization Rules & Procedures for Participation; Information from the TX Dept of Agriculture, and FAQ about Farmers' Markets by the TX Department of State Health Services.

Department Head initials:

City Manager's Review:



LOCKHART FARMERS MARKET ORGANIZATION

PRESIDENT; JENNIFFER BAUMAN
VICE PRESIDENT; TARA BITTNER
VICE PRESIDENT; DORIS VOIGT
COMMITTEE MEMBERS & MANAGERS;
MICHEAL BITTNER
PATRICK RAWLS

MONTHLY MEETING 4TH SATURDAY OF THE MONTH PRIOR TO MARKET OPENING.
AGENDA
DISCUSS IMPROVEMENTS OR PROBLEMS.

LOCKHART FARMERS MARKET RULES & PROCEDURES FOR PARTICIPATION

Our Mission: The Lockhart Farmers Market is a group of farmers and local residents (Coldwell County and surrounding areas) dedicated to bringing quality products to the public.

Operations: Saturdays 8 a.m. to 2 p.m.

Sundays 11 a.m. to 4 p.m.

Located on the parking spots attached to the Courthouse grounds, on all four sides of the Square.

Vendor Categories:

Agricultural Producer:

-Produce that has been grown on the producer's land or sourced from local farms (including leased land) located within 50 miles of the market attended.

-Meat (excepting fish, fowl and feral animals), that is from animals born and bred on the producers' land (including leased land) and processed at a USDA inspected facility.

-Honey producers must be in compliance with Chapter 131 of the Texas Agriculture Code and Chapter 71 of Texas Administrative Code. (for more information see the TEXAS Apiary Inspection Service Website)

-Foraged and wild-crofted items where the producer responsibly wild harvests a raw agricultural product from their own land, leased-land or public land (where foraging is allowed) and packages the item(s) with minimal additional ingredients. Example products include yaupon tea, chile pequin, henbit or ramps.

All agricultural producers must maintain at least 50% of products/items sold at market comprising their own agricultural products to maintain this vendor category.

-Examples: Farmers, Ranchers, Egg Producers, Beekeepers, Foragers.

Value-Added:

-Culinary products from any operation that has changed the form, flavor, blend and/or the substance of raw products.

-Examples: Salsa, Hummus, Cider, Baked Goods.

Prepared Food:

-Vendors offer freshly made food and drinks available for sale at the Lockhart Farmers Market. These products may be hot or cold ready-to-eat foods or drinks -Examples: breads, candies, Iced Beverages.

Artisan:

-Items created by a local artisan -Examples: Beauty and skincare products, jewelry, art, ceramics.

Healthy Living:

No physical products sold. Fitness, wellness and other vendor types that do not fit within the traditional boundaries of the vendor listings above. Not a common vendor type, please check with the managers before applying under this category.

-Examples: Workout and fitness-based businesses, nutritional services, chiropractic care

Nonprofit:

Non-profit, non-partisan organizations may apply for complimentary booth space at any market based on availability. No fundraising allowed at markets and no sales activities allowed. -Examples: Pet adoption groups, voter registration, blood drives, Girl Scouts

Retailer/reseller:

a person or business that sells goods to the public in relatively small quantities for use or consumption rather than for resale. A person or company that sells something they have bought to someone else. (Sunday Markets only)

Vendor Fees:

\$5 Fee for application, \$5 for a single event, \$8 if you set up both days. \$30 for the whole month. The money from these fees will go to marketing, advertising, office supplies.

Market Rules:

Applicants

- 1. All invitations to sell at the market are at the discretion of the managers.
- 2. Submitting an application does not guarantee admittance into the market.

All vendors

- 3. Market rules must be read and acknowledged by each person working in the booth before vendors attend any market.
- 4. Copies of all proper permits, certifications, licenses, etc. must be received by the Lockhart Farmers Market before a vendor can attend any market.
- 5. Existing vendors are not guaranteed a continued space and may be removed as a vendor upon resubmission of application or any time during market year at the managers discretion.
- 6. There is no guarantee of exclusive category for any vendor.
- 7. Laws, regulations, and rules put forth by the federal, state, city, or county government must be followed by all vendors.
- 8. Markets operate year-round, rain or shine. Vendors should prepare for all types of weather including cover for rain or sun and weights for winds.
- 9. Vendors are expected to be absent for no more than 10 consecutive market days for the calendar year. If holidays fall on a market day, closures will occur at the managers discretion. If a market is not designated as closed on a holiday, all vendors are expected to attend or submit timely notice of absence. Vendors who exceed 10 absences, without prior consent from the managers, forfeit their assigned spot and permission to set up, and risk being expelled from market. Seasonal vendors can make the relevant arrangements with the managers.
- 10. Vendors not attending a market must submit notification of absence to the managers via phone call, text or email no later than end of day Thursday before weekend markets
- 11. Vendors must be set up & ready to sell no later than 15 minutes before the market opens. No driving within market boundaries is permitted 30 minutes before market open and until 15 minutes after the close of market.
- 12. Vendors must park in designated vendor parking or in outlying areas. Vendors may not park in customer parking for any reason. Parking will be on the East and South sides of the courthouse grounds.
- 13. Vendors may not break down before the end of market even in the event the vendor has sold out. Tables, signage, tablecloth etc. must remain set up in booth space until the end of market. Vendors may stay after 2 p.m. if they wish to.
- 14. A booth space constitutes a 10'x10' space using straight-legged canopies. Vendors cannot reserve more than 2 front facing spaces. Merchandise must be restricted to within the designated booth space and signage must not impede flow of shoppers between booth spaces
- 15. At least 40 lb. weights must be securely affixed to each canopy leg at all times. Weights should be set up in a way to avoid injury to any person. The Market reserves the right to take down any canopy at the market at any time.
- 16. . Only owners or agents (family members, employees) may sell at market. Vendors must be knowledgeable, how their products are used, grown or produced and be able to communicate these things clearly to the customers. Must project a professional presence at market. Products should be displayed in a sanitary, presentable and attractive manner. Inappropriate language or behavior, clothing, harassment or abuse toward anyone at any market will not be tolerated and may be reason for expulsion.

- 17. Vendors must completely clean their booth space at the end of the market. Vendors who provide samples or prepared food must provide trash receptacles at their booth. Ice and water brought to the market should not be discarded on site.
- 18. Booth locations are subject to change. Vendors' booth locations may change week-to-week and vendors are expected to exercise flexibility in the event of relocation
- 19. Vendors must display signage with prices and vendor information. Vendors should keep prices fair and reasonable, no dumping. Signage should clearly identify family name and/or the name of their farm/business including the city, town or county where production occurs, as well as Sales Tax Permits where applicable.
- 20. Vendors are required to comply with state and federal laws concerning firearms and may not openly display firearms while selling at the market.
- 21. No disruptive or aggressive marketing is permitted at market.
- 22. The Lockhart Farmers Market is not responsible for product liability, fines, penalties or the paying of sales taxes for individual vendors
- 23. Discrimination in any form is prohibited. Discrimination is the treatment or consideration of, or making a distinction in favor or against, a person based on the group, class, or category to which that person belongs, including but not limited to race, color, national origin, age, disability, economic class, sex, gender expression or sexual orientation.
- 24. Harassment based upon an individual's sex, race, ethnicity, national origin, age, religion or any other legally protected characteristics will not be tolerated. All vendors including the managers, are expected and required to abide by this policy.
- 25. Spots are assigned by availability and seniority, they are permanent and can not be exchanged unless approved by the managers.
- 26. All food vendors must comply with Federal, State, Lockhart and Caldwell County Health Department rules. Follow labeling requirements from the State of Texas, which must label all products with the following information:
 - 1. Contact information: address, phone # and/or email address
 - 2. Contents: Name of item should include common and usual name
 - 3. List of ingredients according to weight.
 - 4. Common allergens.
 Cottage law vendors must indicate on product labels this statement:
 This product is not inspected by any state of Texas or local health department.
 Find more detailed information here: <https://www.dshs.texas.gov/foods/labeling.aspx>
- 27. Health Department violations must be corrected before a vendor is allowed to set up on the next market date.
- 28. Nursery-Only Vendors must sell only, potted plants, trees or nursery starts that are grown from seed, plug, cutting, bulb or bare-root by the seller.
- 29. A producer selling any meat must have raised the animals from the ranch herd from birth (excepting poultry or wild, feral animals)
- 30. Wild fish (from the Texas Gulf coast or Texas lakes) and feral animals (harvested from within the 50 mile radius of the market and slaughtered under all applicable regulations) are acceptable. The Lockhart Farmers Market requires copies of all relevant permits from city, county, state and federal permitting agencies

- 31. Artisans will be subject to a jury evaluation of their product by the managers before being allowed to sell at any market. The managers have the right to review any merchandise for sale at any market at any time. Photos of the work must be submitted with the application
- 32. No MLM type of businesses will be allowed. Unless they can fit into any of the categories described on the vendor categories. Example of MLM: LulaRoe, MaryKay, Pampered Chef, Paparazzi Accessories, etc. For a complete list you can visit: <https://laconteconsulting.com/mlm-list/> (This rule only applies for Saturday markets Only)

Violations

- 33. Violations of market rules will result in prompt corrective and punitive action. This process is generally constituted by the following steps:
 - 1) first verbal warning
 - 2) second verbal warning
 - 3) written warning
 - 3) suspension/expulsion from the market, but is subject to variance on a case-by-case basis. If escalated the Sheriff's Office will be called upon to remove the vendor from the courthouse grounds.

Market managers:

Market managers are the authority on matters regarding operations at market and should be acknowledged by vendors as official decision makers in any and/or in the event of an issue arising onsite.

Resolution and Grievances Onsite Resolution: The Lockhart Farmers Market will make every effort to reach a resolution in the event an issue arises. At market, the managers will resolve any issues. Please locate a market manager and discretely inform them of the issue at hand. Market managers may be able to resolve the issue immediately, or they may choose to gather information, meet with the other 2 managers and deliver a solution. Vendors must abide by the final decision of the Managers.

Re-Application of Terminated Vendor: A terminated vendor may reapply to be a vendor at the Lockhart Farmers Market events at any time after the vendor becomes compliant with applicable requirements and rules, subject to the Lockhart Farmers Market standard requirements for new vendors.

Market Rules must be acknowledged by all vendors and agents who will be representing any vendor by initialing each rule and signing the attached agreement.

Other Definitions

Dumping: Selling at substantially less than market averages.

Handmade: an item made by hand, not by machine, and typically therefore of superior quality.

Homemade: an item made at home, rather than being made in a factory, by machine or in a store.

MLM: Multi Level marketing

Producer-only farmers' market: A market at which vendors, their family members or their employees are permitted to sell direct to consumer items which they have themselves produced.

Reselling: Buying and reselling any item without additional ingredients or modifications to the existing product Example: 1) farmer selling fruit or vegetable grown by another person or from a wholesale outlet. 2) purchasing balsamic vinegar and repackaging/labeling as your own product. What is acceptable is infusing, blending or adding other ingredients to make it your own.

Seasonal Producer: An agricultural producer that grows only agricultural products that are not possible to grow year-round and are highly seasonal. An example would be a farmer only growing peaches.

Specialty Producers: A producer that offers items not usually grown locally but a relative or agent brings the items to market. Example: Citrus from South Texas that is to be sold by the grower or his/her employee or family member.

Contact Information:

Jenniffer Bauman (760) 717-9109

Doris Voight (512) 913-9194

Michael Bittner (512) 994-8216

Tara Bittner (512) 995-0606

Patrick Rowls (512) 995-5277

Email address: lockhartfarmersmarket@gmail.com

www.lockhartfarmersmarket.com

LOCKHART FARMERS MARKET AGREEMENT

Date _____

Vendor (print) _____

Business name _____

Address _____

Phone Number _____

This letter serves as a formal agreement to all the rules written by the Lockhart Farmers Market managers and will abide by these rules.

Violation to any of the rules written in the rules, given to the vendor, by the Lockhart Farmers Market managers, will result in dismissal of the market.

APPLICANT SIGNATURE _____

DATE _____

Jennifer Bauman _____
President

Tara Bittner _____
VicePresident

Doris Voigt _____
VicePresident

VENDOR APPLICATION FOR THE LOCKHART FARMERS MARKET

Name _____

Address _____

Business Name _____

Contact Phone Number _____

Email Address _____

What do you sell? _____

Do you have all the relevant permits to sell your product

(Leave blank if this doesn't apply) _____

Do you use social media? if so what platforms _____

After reading the Rules & Procedures for participation, which vendor category do you fit in?

For Non Profit Vendors only.

Name of Organization _____

What is the mission of your organization? *

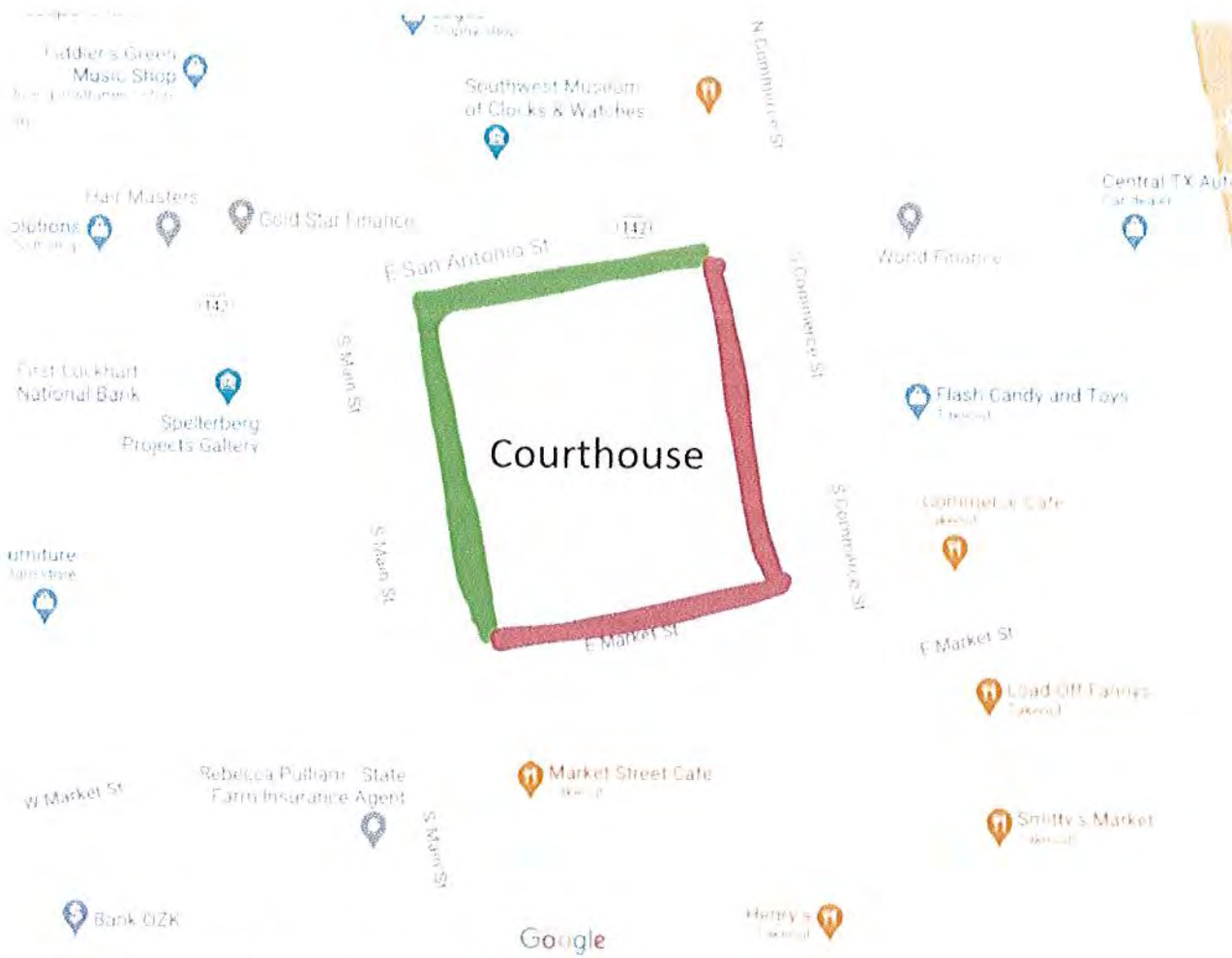
Which market do you wish to attend?

Once a month all type of vendors market ___

Weekly market (Saturday and Sunday) ___ Saturday only ___ Sunday only ___

By signing the box below, I hereby certify that all the information contained in this application is correct and that I have read and will abide by the market rules and procedures of the Lockhart Farmers Market.

Applicant Signature _____



The GREEN represents where we set up.
 The RED represents vendor overflow.



TEXAS DEPARTMENT OF AGRICULTURE
COMMISSIONER SID MILLER





TEXAS DEPARTMENT OF AGRICULTURE
COMMISSIONER SID MILLER

Letter from the Commissioner

The Farmers Markets are a vital part of Lone Star agriculture. For generations, the bountiful Texas soils have provided a distinctive lifestyle for Texas farmers and ranchers. Agriculture is an industry fueled by hard work. It feeds a nation hungry for fresh meats, fruits, vegetables and many other locally produced products. The story of Texas agriculture continues to be one filled with innovation, Lone Star pride and perseverance.

Farmers markets are a true Texas treasure and popular with consumers and professional chefs alike. With a variety of products available, farmers markets provide an abundance of choices throughout the year for all Texans.

There are many steps and issues to consider when starting a farmers market. Use this guide as a tool to help you as you walk through this field full of opportunities.

Remember friends, *Texas Agriculture Matters!*

Commissioner Sid Miller

Benefits of a Texas Farmers Market

Farmers markets provide a variety of benefits for Texas producers and consumers.

BENEFITS FOR SMALL/MEDIUM-SIZED FARM OPERATORS

Direct access to consumers at farmers markets provides an important supplemental source of income for many growers.

BENEFITS FOR CONSUMERS

Farmers markets give consumers access to locally grown, farm-fresh produce and other goods, as well as the opportunity to interact with the people who grow their food.

BENEFITS FOR THE COMMUNITY

Farmers markets offer many communities a unique way to access food, while also having a positive impact on the local economy. In 2014, Texas farmers markets accounted for more than \$16 million in sales for Texas agriculture producers. This translates to nearly \$30 million for the Texas economy as a whole.

Steps to Starting a Farmers Market

1. Determine the characteristics of your farmers market
2. Create a sponsoring organization
3. Identify a location
4. Create market signage
5. Assign a market manager
6. Identify and recruit farmers and vendors
7. Establish bylaws
8. Adopt and enforce rules and regulations
9. Research and follow local health department food safety rules for prepared foods and meats
10. Contact the Texas Department of Agriculture to obtain all required certifications and licenses
11. Develop an organizational map for vendors locations and spaces
12. Create a budget
13. Determine a fee structure



Determine Market Goals

“ When determining what would be the goal of the market, or the market’s mission, we decided we wanted to bring something new to the community. We knew that consumers were very interested in learning about cooking with vegetables, but there was no one in the city providing nutritional cooking classes. So we partnered with the local hospital, which has a program requiring their employees to perform community outreach. Hospital personnel helped us conduct the nutritional cooking classes, allowing us to fill a void and provide a beneficial service to the community. ”

Elaine Montemayor-Gonzalez

JIM WELLS COUNTY FARMERS MARKET
ALICE, TEXAS



Successful Characteristics of a Farmers Market

FARMERS MARKETS ARE DIVERSE OPERATIONS, BUT THE MOST SUCCESSFUL MARKETS HAVE CERTAIN CHARACTERISTICS IN COMMON.

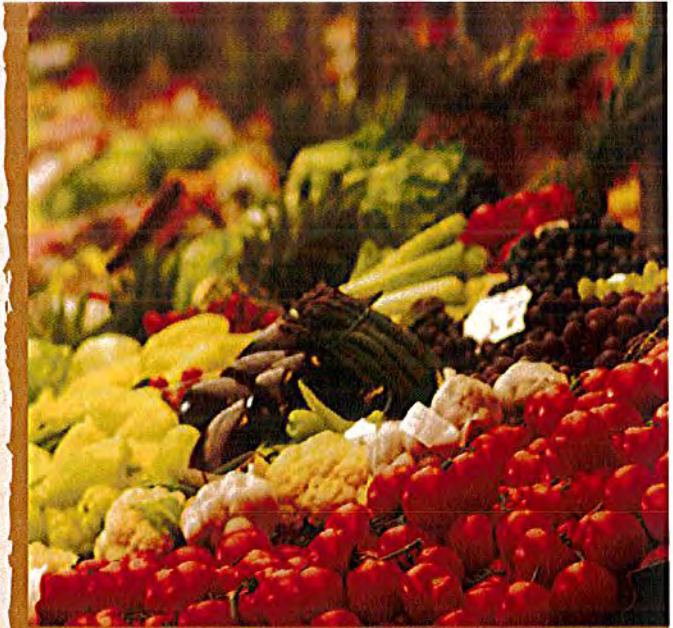
YOUR FARMERS MARKET SHOULD BE:

- * Pedestrian-oriented
- * Community-friendly
- * Home to a variety of vendors
- * Filled with local flavor
- * Attended by an ample number of vendors with plentiful supplies
- * Easily accessible
- * In close proximity to available parking

CREATE A SPONSORING ORGANIZATION/ASSOCIATION

Assemble a group of dedicated stakeholders to:

- * Set objectives and goals for the planned farmers market
- * Establish a governing body
- * Develop bylaws, along with operating rules and regulations
- * Create a mission statement



Creating a Mission Statement

A mission statement is a concise declaration, which sets the direction of your market, establishes its goals and defines its purpose. The mission should communicate your commitment to providing valuable products and services to your community. You may find it helpful to divide goals into time frames, such as, short term (1-5 years), intermediate (5-10 years) and, long term (10+ years). Goals should define:

- * Expected achievements
- * Items to be sold
- * Who will be involved
- * Expected earnings



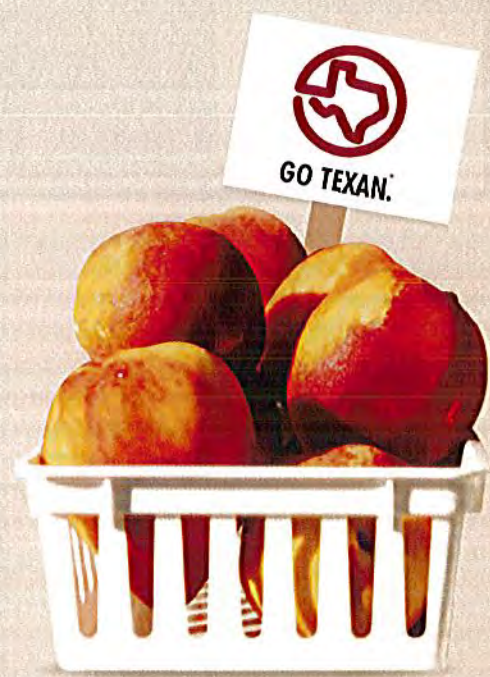
Sample Mission Statement

TEXAS DEPARTMENT OF AGRICULTURE

“ PARTNER WITH ALL TEXANS TO MAKE TEXAS THE NATION’S LEADER IN AGRICULTURE, FORTIFY OUR ECONOMY, EMPOWER RURAL COMMUNITIES, PROMOTE HEALTHY LIFESTYLES, AND CULTIVATE WINNING STRATEGIES FOR RURAL, SUBURBAN AND URBAN TEXAS THROUGH EXCEPTIONAL SERVICE AND THE COMMON THREADS OF AGRICULTURE IN OUR DAILY LIVES. ”

Stakeholders' Contributions

- ★ Evaluating local market conditions
- ★ Leveraging available community resources
- ★ Researching grant opportunities
- ★ Setting appropriate standards
- ★ Developing a realistic budget and fee structure
- ★ Arranging for steady, reliable and quality products
- ★ Paying attention to market publicity and community relations
- ★ Working closely with the Texas Department of Agriculture and GO TEXAN program



Identify a Location

WHEN CHOOSING A LOCATION, CONSIDER THE FOLLOWING QUESTIONS:

- ✦ Does it have access to major roadways?
- ✦ Is it accessible to vendors' vehicles?
- ✦ How visible is the location?
- ✦ Is the site convenient to get to and easy-to-find?
- ✦ Is it a clean and attractive location?
- ✦ Can you rely on using the site regularly in the long term?
- ✦ Is there shade, either natural or man-made, and protection from the weather?
- ✦ Is it equipped for solid waste disposal?
- ✦ Are there public restrooms?

Potential locations include: Shopping centers and malls; blocked-off street areas; outdoor space, or parking lots affiliated with religious institutions; state and federal building parking lots (weekends only); downtown "plaza" areas; and public parks.





Assign a Market Manager

AN ORGANIZED, EFFICIENT MARKET MANAGER IS AN ESSENTIAL INGREDIENT FOR A WELL-RUN MARKET. YOU SHOULD CONDUCT A CAREFUL SEARCH FOR A QUALIFIED CANDIDATE. MANAGER RESPONSIBILITIES INCLUDE:

- ✦ Acting as the main contact person for the market
- ✦ Overseeing day-to-day market operations
- ✦ Collecting user fees
- ✦ Obtaining proper permits and insurance
- ✦ Enforcing rules and regulations
- ✦ Recruiting vendors
- ✦ Controlling vendor and product mix
- ✦ Handling complaints and disputes
- ✦ Working with the market's board of directors
- ✦ Establishing strong community relationships

Identify and Recruit Farmers/Vendors

QUALITY VENDORS ARE CRITICAL TO THE SUCCESS OF YOUR FARMERS MARKET. SOURCES FOR FINDING FARMERS AND VENDORS INCLUDE:

- ✦ County extension agents
- ✦ Local colleges and universities
- ✦ Farmers market associations
- ✦ Texas Department of Agriculture's GO TEXAN program staff



Photo by Michael Yew

Locating Vendors

“ Even though the Sustainable Food Center is a very well established market, we continue to look for new vendors to provide customers with the variety and quality they’ve come to expect. I recommend that you hold a series of "get to know you" meetings in your area. Create signs to post at feed stores, garden supply centers, gardener meetings, craft shows, newsletters and group meetings. Other venues for signage include the Small Business Development Office, Economic Development Office, Chamber of Commerce, Farm Bureau Office and grocery stores that buy local. I’ve found that visiting local farms listed on localharvest.org, GOTEXAN.org, and the Texas Organic Farmers and Gardeners Association helps with recruitment. Visiting other farmers markets, attending farmer meetings and Texas AgriLife Extension meetings works very well, too. Additionally, you can create news releases or run ads in local papers and trade magazines. Finally, consider creating a Facebook page, or website for your market. ”

Suzanne Santos

SUSTAINABLE FOOD CENTER
AUSTIN, TEXAS

Establish Bylaws

THE PURPOSE OF THE BYLAWS IS TO:

- ★ Describe and define responsibilities of the board of directors and officers
- ★ Define the purpose, location and hours of operation of the market
- ★ Define membership, dues and fees
- ★ Identify criteria for vendors to sell at the market
- ★ Describe election procedures for board of directors and officers
- ★ Define amendment process for changes to the bylaws
- ★ Establish rules for vendors





Adopt and Enforce Rules and Regulations

QUESTIONS AND CONCERNS THAT MAY ARISE REGARDING SPECIFIC GUIDELINES INCLUDE:

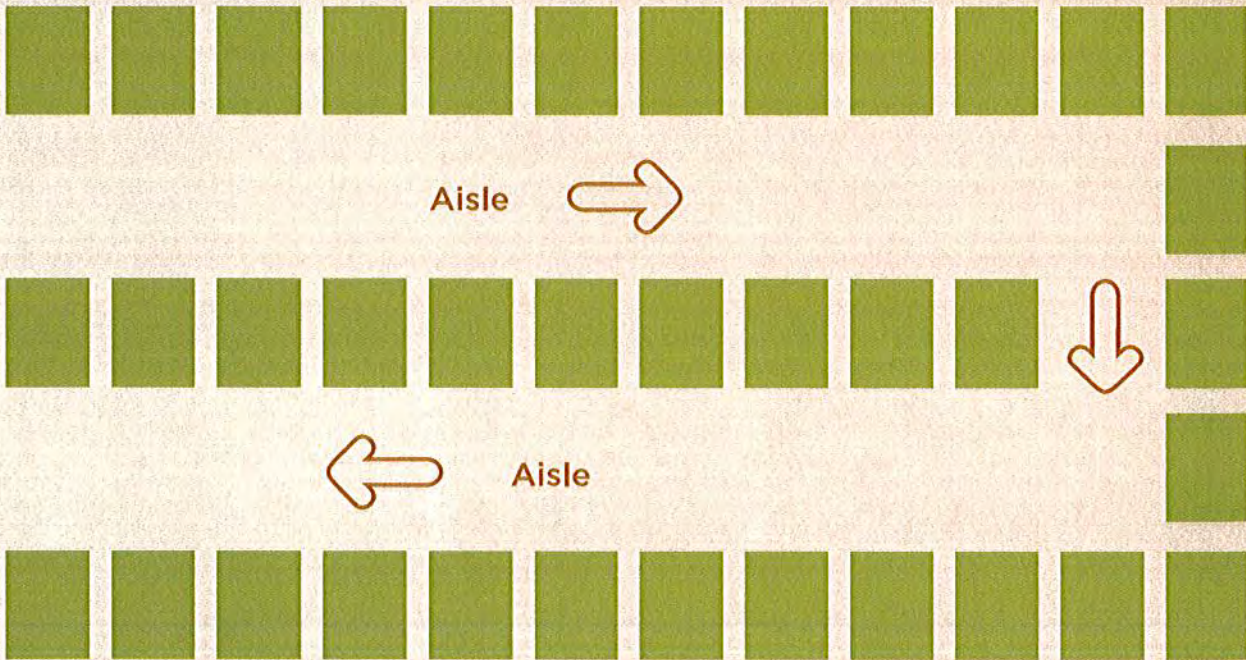
- Types of products allowed
- Number of vendors that can participate
- Licenses and permits required
- Geographic distance from market to allowable producers
- City regulations

Research and Follow Local Health Department Food Safety Rules for Prepared Foods and Meats

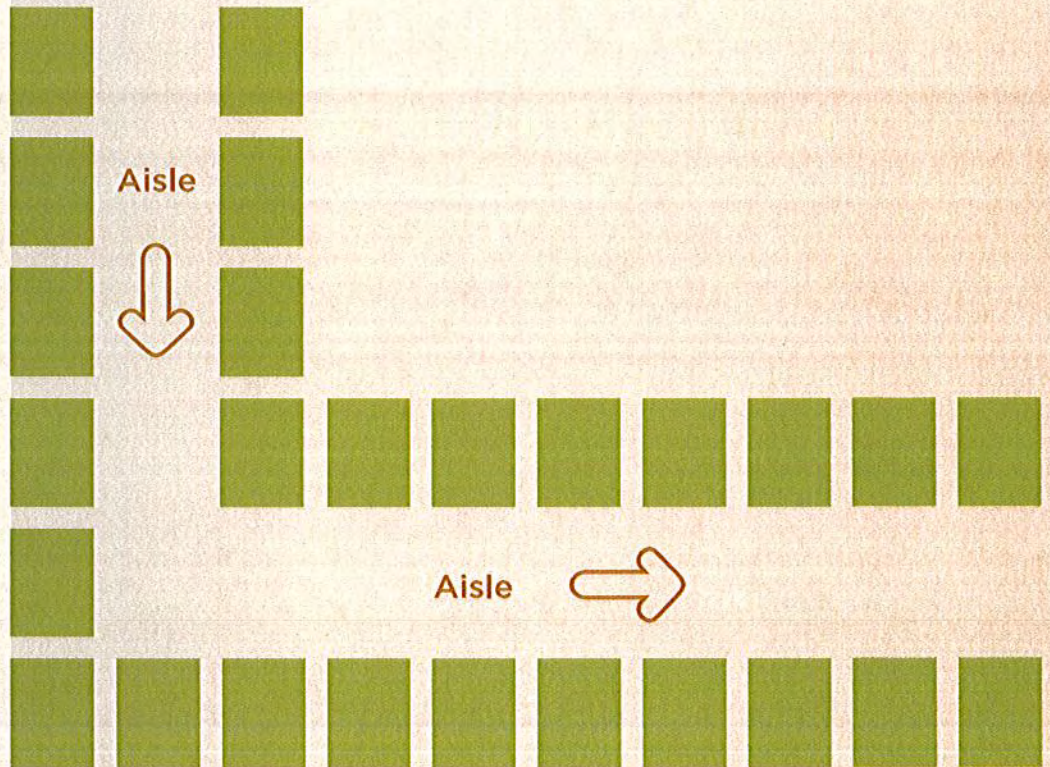
- Check with your local health department for required permits and rules
- Determine if permits are required to sell ready-to-eat foods
- Determine if any pre-packaged foods must be labeled with ingredients
- Pay any required fees
- Make sure vendors store and display foods at proper temperatures
- Determine if proper sanitation equipment and hand-washing sinks will be required

Develop Organizational Map for Vendor Spaces

Example 1



Example 2



IT IS IMPORTANT TO REMEMBER:

- * The standard tent size is 10' x 10'
- * Eliminating gaps between vendors prevents customers from taking shortcuts
- * Direct customer flow by having vendors set up tables end-to-end
- * Use signage and displays that give the market a festive appeal
- * Aisles should be a minimum of 25 feet wide



Establish a Budget

“ It’s important to know the type of expenses to include in your budget. When we started our farmers market, we considered many things when setting up our initial budget, among them:

- * Application costs for Texas Certified Farmers Market Association & Texas Department of Agriculture/GO TEXAN
- * Staff-to-Volunteer: Will salaries be paid only for days the market is open?
- * Transportation and mileage costs
- * Site location cost
- * Water, electricity and other utilities: Are they already available, or will they need to be installed? What are the monthly costs?
- * Cleaning and sanitation supplies for three-compartment sink, which must be provided to each vendor dealing with food, or food prep, in any way
- * Porta-potty rental, if restrooms are not available
- * Canopies, tables and chairs, if they are not designated as the responsibility of the vendors
- * Advertisement budget
- * Cost for parking area and road lane closure fees
- * Printing training materials for vendors
- * Nutrition educational materials
- * Food permit costs
- * Electronic Benefits Transfer (EBT) machine for Sustainable Nutrition Assistance Program (SNAP), credit cards
- * Miscellaneous expenses ”

Matthew Molpus

SAN ANTONIO FOOD BANK FARMERS MARKETS
SAN ANTONIO, TEXAS

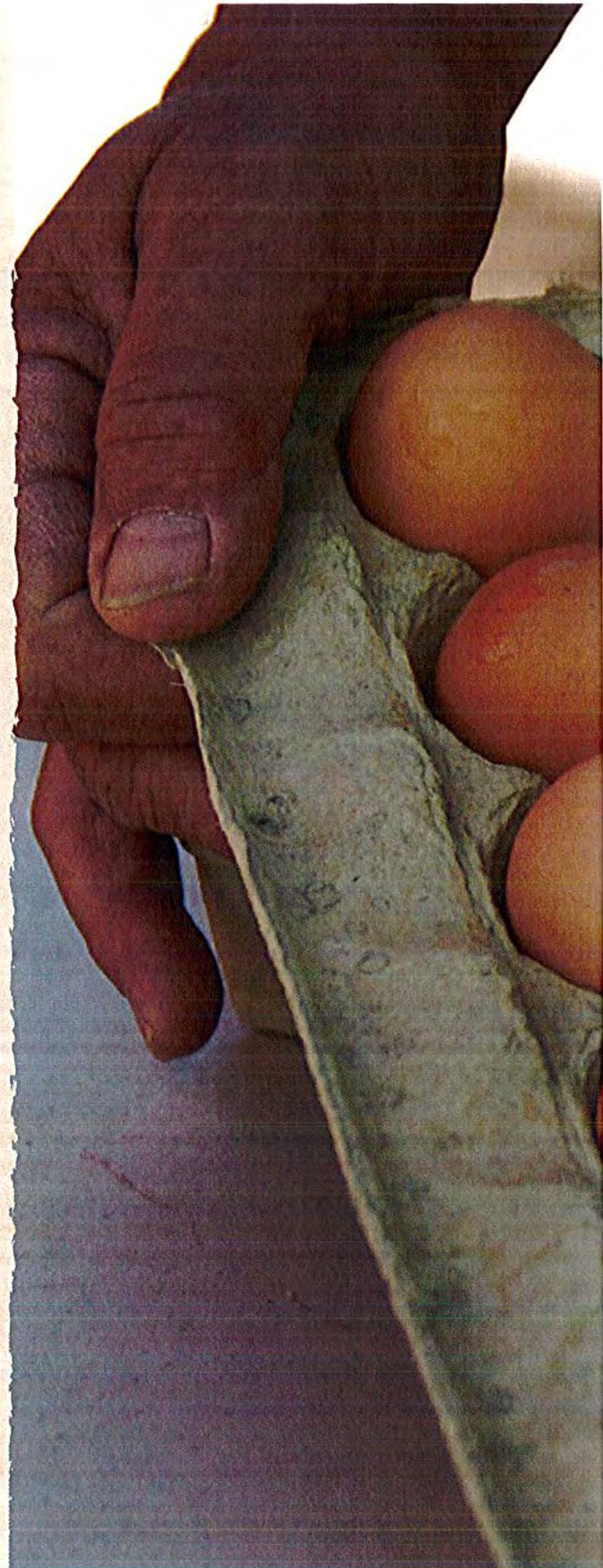
Determining Your Fee Structure

CONSIDER THESE THINGS WHEN DETERMINING THE FEE STRUCTURE FOR YOUR VENDORS:

- * Fees collected from participating vendors are a primary source of income
- * Fees determine the market manager's salary, advertising budget and funds for improvements
- * Fees should be based on profitability
- * Fees may be based on a percentage of daily gross sales or on a seasonal/annual basis

Summary

- * Take care of your customers
- * Be flexible about changes in consumer demands
- * Maintain a positive image of your farmers market
- * Keep your operation consistent
- * Strive for improvement in your market's operation
- * Be creative and implement new ideas
- * Take advantage of key partnerships





Government Programs

TAKE ADVANTAGE OF GOVERNMENT PROGRAMS,
WHICH CAN HELP LOCAL ECONOMIES BY
INCREASING SALES:

- * Supplemental Nutrition Assistance Program—
administered by USDA Nutrition Program
- * Farmers Market Women Infant Children (WIC)
Program—administered by TDA
- * Senior Farmers Market Program—administered
by TDA in select cities



“ Working with the GO TEXAN program has enabled the River Valley Farmers’ Market in Elgin to create and participate in events that have attracted many customers to the market over the years. In addition, the GO TEXAN program has helped to expand our farm and, most importantly, it has helped us increase our direct to consumer sales. Use of the GO TEXAN mark provides instant recognition and customer confidence in our product. ”

Eileen Niswander

YEGUA CREEK FARMS PECAN
ORCHARD & COMMERCIAL KITCHEN AND
RIVER VALLEY FARMERS MARKET



GO TEXAN.®

GO TEXAN promotes the products, culture and communities that call Texas home.

Acknowledgements

Thank you to the United States Department of Agriculture, Sustainable Food Center, Jim Wells County Farmers Market, River Valley Farmers Market, and the San Antonio Food Bank for providing information included in this guide.

“ Burn down your cities
and leave our farms,
and your cities
will spring up again
as if by magic;
but destroy our farms
and the grass will grow
in the streets
of every city
in the country. ”

William Jennings Bryan



GO TEXAN.

P.O. BOX 12847 | Austin, TX 78711 | (877) 99-GOTEX

GOTEXAN@TexasAgriculture.gov



Frequently Asked Questions - Farmers' Markets

Download these FAQs

[Farmers' Market Frequently Asked Questions](#) (PDF)

[Coronavirus Farmers Markets Guidance](#) (PDF)

- [What is the definition of a farmer?](#)
- [What is the definition of a farmers' market?](#)
- [What is a farm stand?](#)
- [Is a farmers' market a food service establishment?](#)
- [Do I need a temporary food establishment permit to sell food at a farmers' market?](#)
- [What is a potentially hazardous food/temperature controlled for safety food \(PHF/TCS\)?](#)
- [May I provide/distribute samples at a farmers' market?](#)
- [What is a sample?](#)
- [Do I need a temporary food establishment permit to provide samples at a farmers' market?](#)
- [What are proper hand washing techniques?](#)
- [What are the requirements for performing a cooking demonstration at a farmers' market?](#)
- [What are the requirements for providing sample as a part of a cooking demonstration at a farmers' market?](#)
- [Do I need a temporary food establishment permit to perform a cooking demonstration at a farmers' market?](#)
- [What is a 'bona fide educational purpose'?](#)
- [Can raw milk be sold at a farmers' market?](#)
- [Will the Department of State Health Services conduct inspections at farmers' market?](#)
- [Will the Department be required to write rules concerning farmers' markets in a separate chapter outside the Texas Food Establishment Rules?](#)
- [Do I need to have food handler's card or food manager certification to sell food at farmers' market?](#)
- [Can a cottage food production operation sell food at a farmers' market?](#)
- [Can I sell yard eggs at a farmers' market?](#)
- [May I sell honey at a farmers' market?](#)
- [May I sell my own cattle or poultry that I have slaughtered at a licensed and inspected facility?](#)
- [May I sell fish and other aquatic species at a farmers' market?](#)

What is the definition of a farmer?

A farmer is a person who has ownership of, or financial and/or productive responsibility for producing, an agricultural product intended for use as a food or raw material. The term usually applies to people who do some combination of raising field crops, orchards, vineyards, poultry, aqua-culture or some other form of livestock. A farm is usually owned by that person or under direct control of that person.

What is the definition of a farmers' market?

A farmers' market is a designated location used primarily for the distribution and sale of food directly to consumers by farmers and other producers.

What is a farm stand?

A farm stand is defined as a premise owned and operated by a producer of agricultural food products at which the producer or other persons may offer for sale produce or foods.

Is a farmers' market a food service establishment?

No. A farmers' market is not a food service establishment.

Do I need a temporary food establishment permit to sell food at a farmers' market?

A temporary food establishment permit is not required to sell whole, intact unprocessed fruits and vegetables and pre-packaged non-potentially hazardous food/time temperature for safety foods.

A temporary food establishment permit is required to sell all other potentially hazardous food/time temperature control for safety foods.

What is a potentially hazardous food/temperature controlled for safety food (PHF/TCS)?

A potentially hazardous food (PHF) is a food that requires time and temperature control to limit pathogen growth or toxin

production. In other words, a potentially hazardous food must be held under proper temperature controls, such as refrigeration to prevent the growth of bacteria that may cause human illness. A PHF/TCS is a food that: contains protein, moisture (water activity greater than 0.85), and is neutral to slightly acidic (pH between 4.6 -7.5).

May I provide/distribute samples at a farmers' market?

Yes.

To provide samples of food at a farm or farmers' market, you must:

- Distribute the samples in a sanitary manner
- Have potable water available
- Wash any produce intended for sampling with potable water to remove any visible dirt or contamination
- When preparing the samples, either wear clean, disposable plastic gloves or observe proper hand washing techniques immediately before preparation;
- Use smooth, nonabsorbent, and easily cleaned (i.e. metal or plastic) utensils and cutting surfaces for cutting samples, or use disposable utensils and cutting surfaces;
- Samples of cut produce and other potentially hazardous foods shall be maintained at a temperature of 41°F or below and discarded within two hours after cutting or preparation.

A permit is not required to provide samples at a farmers' market.

What is a sample?

A sample is defined as a bite size portion, not a full serving.

Do I need a temporary food establishment permit to provide samples at a farmers' market?

No. A temporary food establishment permit is not required to provide samples at a farmers' market.

What are proper hand washing techniques?

- Vigorous friction on the surfaces of the lathered fingers, finger tips, areas between the fingers, hands and exposed arms (or vigorous rubbing the surrogate prosthetic devices for hands and arms) for at least 10 to 15 seconds, followed by;
- thorough rinsing under clean, running warm water; and
- Immediately following the cleaning procedure with thorough drying of cleaned hands and arms (or surrogate prosthetic devices) using individual, disposable towels

What are the requirements for performing a cooking demonstration at a farmers' market?

For a farmers' market cooking demonstration, the following is required:

- A person with a certified food manager's license supervising the demonstration; and
- Compliance with the requirements for a temporary food establishment permit.

What are the requirements for providing sample as a part of a cooking demonstration at a farmers' market?

A farmers' market may distribute samples as part of the cooking demonstration if:

- the samples are a part of the "bona fide educational purpose"; and
- the samples are disposed of within 2 hours of preparation.

Do I need a temporary food establishment permit to perform a cooking demonstration at a farmers' market?

Cooking demonstrations conducted by a farmers' market for a "bona fide educational purpose," are exempt from having to obtain a temporary food establishment permit.

What is a 'bona fide educational purpose'?

A bona fide educational purpose means the cooking demonstration made in good faith or made with earnest intent to instruct and educate.

Can raw milk be sold at a farmers' market?

No. Raw milk cannot be sold at a farmers' market.

Will the Department of State Health Services conduct inspections at farmers' market?

Yes. The Texas Department of State Health Services has the authority to conduct inspections of all food vendors who are required to obtain a temporary food establishment permit at a farmers' market.

Will the Department be required to write rules concerning farmers' markets in a separate chapter outside the Texas Food Establishment Rules?

Yes. The department is in the process of developing the rule concerning the regulation of farmers' markets to comply with the requirements of Senate Bill 81 of the 2nd Legislative session and House Bill 1382 of the 83rd legislative session.

Do I need to have food handler's card or food manager certification to sell food at farmers' market?

No. A temporary food establishment operating under the jurisdiction of the Department of State Health Service is not required to obtain a food handlers card or a certified food manger certificate. If the food vendor is associated with a 'bona fide' cooking demonstration, the farmers' market must have a certified food manager.

Can a cottage food production operation sell food at a farmers' market?

Yes. Foods produced at a cottage food production operation (CFPO) may be sold at farmers' market. The CFPO must comply with the guidelines as required in the law concerning Cottage Food Production Operations.

Can I sell yard eggs at a farmers' market?

Yes. To sell farm eggs at a farmers' market the following is required:

- You must have a temporary food establishment license; and
- Eggs must be maintained at an ambient air temperature of 45°F and below; and
- Eggs must be properly labeled as "ungraded" with safe handling instructions.

May I sell honey at a farmers' market?

Yes. Honey may be sold at a farmer's market. In order to sell honey as food in Texas, you will need to follow the rules for Good Manufacturing Practices (GMPs) 25 TAC §§229.210-229.222 and obtain a food manufacturing license.

Also, a small honey production operation may sell honey directly to consumers at the beekeeper's home, a farmer's market, a farm stand, or a municipal, county, or nonprofit fair, festival or event according the Health and Safety Code Chapter 437, Section 437.001(7). The honey sold or dispensed must be labeled in accordance with Subchapter E, Chapter 131, Agriculture Code. The label must include: the net weight of the honey expressed in both the avoirdupois and metric systems; the beekeeper's name and address; and the statement, "Bottled or packaged in a facility not inspected by the Texas Department of State Health Services."

May I sell my own cattle or poultry that I have slaughtered at a licensed and inspected facility?

Yes. Meat or poultry products must come from animals processed in compliance with the regulations for livestock processing (Texas Health & Safety Code Chapter 433) and a temporary food establishment permit is required.

May I sell fish and other aquatic species at a farmers' market?

Yes. Commercial fishermen must possess a license from the TPWD or the fish and other cultured species must be produced and raised in a facility that has an aquaculture license from TDA and a temporary food establishment permit is required.

Last updated June 12, 2020

REGULAR MEETING

LOCKHART CITY COUNCIL

SEPTEMBER 15, 2020

6:30 P.M.

CLARK LIBRARY ANNEX-COUNCIL CHAMBERS, 217 SOUTH MAIN STREET, 3rd FLOOR, LOCKHART, TEXAS

Council present:

Mayor Pro-Tem Angie Gonzales-Sanchez
Councilmember Juan Mendoza
Councilmember Jeffrey Michelson

Mayor Lew White
Councilmember Derrick David Bryant
Councilmember Kara McGregor
Councilmember Brad Westmoreland

Staff present:

Steven Lewis, City Manager
Miles Smith, Public Information Officer
Julie Bowermon, Civil Service/HR Director
Pam Larison, Finance Director
Dan Gibson, City Planner

Connie Constancio, City Secretary
Monte Akers, City Attorney
Mike Kamerlander, Economic Development Dir.
Sean Kelley, Public Works Director

Citizens/Visitors Addressing the Council attending virtually: Sidney Rushing, Gerra Murray, Stephanie Camarillo, and Mark Estrada of the Lockhart Independent School District; Hoppy Haden, Caldwell County Judge; Joe Roland, Caldwell County Commissioner; Judy Langford of Langford Community Management Services; Tracy Bratton of Doucet & Associates; Bonny Gray of GSC Architect; and, Beverly Haug of the Lockhart Housing Authority.

Work Session 6:30 p.m.

Mayor White opened the work session and advised the Council, staff and the audience that staff would provide information and explanations about the following items:

PRESENTATION ONLY

A. PRESENTATION OF A PROCLAMATION DECLARING SEPTEMBER 21-25, 2020 AS NATIONAL GEAR UP WEEK.

Mayor White presented a proclamation to Representatives of the Lockhart Independent School District.

DISCUSSION ONLY

A. DISCUSSION WITH CALDWELL COUNTY OFFICIALS TO CONSIDER A GRANT OPPORTUNITY FOR A CALDWELL COUNTY COMMUNITY EVACUATION CENTER.

Hoppy Haden, County Judge, explained that Caldwell County officials have been working on implementing a Community Evacuation Center in Caldwell County. He introduced consultants that will provide information about a grant opportunity for the proposed center.

Judy Langford of Langford Community Management Services; Tracy Bratton of Doucet & Associates; and, Bonny Gray of GSC Architects provided information regarding the proposed project.

Judge Haden stated that the County is willing to commit to submitting the Community Development Block Mitigation (CDBG-MIT) grant application. He suggested that an Interlocal Agreement amongst entities within Caldwell County be considered in the future to fund the operating expense that would be based on the percentage of population of each entity within Caldwell County.

There was discussion regarding the proposed Caldwell County Community Evacuation Center also being used for community events such as banquets when it is not needed as an evacuation center. It is proposed that the County would fund an employee to manage the center. It is anticipated that scores of the CDBG grant applications would be available sometime in early 2021.

B. DISCUSS PROPOSAL AND CONTRACTUAL AGREEMENT BETWEEN ENTERPRISE FLEET MANAGEMENT AND THE CITY OF LOCKHART, AND APPOINTING THE CITY MANAGER TO SIGN THE CONTRACTUAL AGREEMENT.

Ms. Larison stated that during the Fiscal Year 2020-2021 budget workshops, the City Manager and the Finance Director presented the City Council with an option to lease vehicles from Enterprise Fleet Management (EFM). Originally, the Fiscal Year budget for 2020-2021 only included two vehicle purchases for the General Fund and one for the Electric Fund until the leasing program was introduced as an alternative. This leasing program will allow the City to replace aged and high mileage vehicles with leased vehicles for less than the three budgeted vehicles. The fleet will consist of leasing the following vehicles:

Vehicles paid out of the General Fund:	Vehicles paid out of the Utility Funds:
4 - Police interceptors	3 - Electric Department (replacements)
1 - Fire Command SUV	1 - Water
1 - Animal Control	3 - Wastewater
2 - Parks	1 - Recycle Center
1 - Street	

A negotiated term was reached with Enterprise Fleet Management (EFM) for four years or 48 months. According to the Maintenance Agreement, the following responsibilities have been designated: vehicle repairs and maintenance – EFM: all costs and expenses incurred in connection with the maintenance and repair of a “covered vehicle”. City of Lockhart’s responsibilities: a) fuel, b) oil and other fluids between changes; c) the repair and replacement; 4) washing; 5) repair of damage due to lack of maintenance; and 6) any service and/or resulting from an accident, a collision, theft, fire, freezing, vandalism, riot, explosion, other acts of God. There was discussion. Ms. Larison requested approval.

C. DISCUSS PROPOSAL AND ANNUAL SUPPORT AGREEMENT BETWEEN ADCOMP SYSTEMS GROUP AND THE CITY OF LOCKHART, AND APPOINTING THE CITY MANAGER TO SIGN THE ANNUAL SUPPORT AGREEMENT AND PURCHASE ORDER.

Ms. Larison stated that during the Fiscal Year 2020-2021 budget workshops and as a result of the COVID-19 pandemic, the City Manager and Finance Director presented the City Council with an option to purchase one or two kiosks with CARES/CRF funds. If the City were to purchase two units, one would be placed next to the Market Street entrance of City Hall, where the accessibility ramp is available. The second unit will be located at the Municipal Court building in the second drive-through bay. Both kiosks will have security monitoring within the units and be monitored by city security cameras. For customer convenience, the kiosks will be able to perform several functions such as check utility and court balances, receive multiple forms of payments (checks, credit cards, and cash with the ability to return change); and allow customers to make full or partial payments. According to the Texas Department of Emergency Management, in reference to the use of CARES/CRF funds, the City of Lockhart can use the State of Texas Local Government Code, Section 252.022(a) exemption to circumvent the requirement for sealed bids over \$50,000 because “a procurement necessary to preserve or protect the public health of the municipality’s residents”. The City was able to secure two bids from AdComp Systems Group and CityBase for single and/or double units. Two additional vendors did not respond to the City’s request. There was discussion. Ms. Larison recommended approval.

D. DISCUSS RESOLUTION 2020-21 AUTHORIZING ACCEPTANCE OF THE CORONAVIRUS AID, RELIEF, AND ECONOMIC SECURITY (CARES) ACT AIRPORT GRANT AGREEMENT IN THE AMOUNT OF \$30,000 FOR GENERAL MAINTENANCE TO THE MUNICIPAL AIRPORT.

Mr. Kelley stated that the CARES Act grant was provided to eligible airports with funding to help offset a decline in revenue arising from diminished airport operations and activities as a result of the COVID-19 pandemic. The purpose of this grant is to maintain safe and efficient airport operations. Funds provided under this grant must be used for purposes directly related to the airport. The grant was awarded to the City of Lockhart Municipal Airport in the amount of \$30,000. Funds must be used no later than June 1, 2024. Projects identified to be used with the grant funds are repairs of the runway, taxiway, and parking lot deficiencies. Mr. Kelley recommended approval. There was discussion.

E. DISCUSS BID TO WESTAR CONSTRUCTION OF GEORGETOWN, TEXAS IN THE AMOUNT OF \$154,788 FOR THE CONSTRUCTION OF THE TOWN BRANCH TRAIL PHASE II CONSISTING OF APPROXIMATELY 2,237' OF 6' WIDE CONCRETE TRAILS.

Mr. Kelley stated that St. David's Foundation awarded the City of Lockhart a grant for the Healthiest Places Projects in the amount of \$200,000 in January 2020. The purpose of the grant was to create or improve areas where the public can access amenities that promote physical activities. The project chosen for the grant was the continuation of trails in our park system to improve connectivity and create a safe environment for pedestrian traffic. This project consists of construction of approximately 2,237 feet of 6 foot wide concrete trail including pedestrian ramps. Bids were advertised in compliance with State law for the construction of the Town Branch Trail Phase II project. Eight bids were received ranging from \$154,788 to a high of \$266,058.98. The lowest bid was submitted by Westar Construction in the amount of \$154,788 for the total bid proposal. Westar Construction has a commendable reputation of installing flatwork and concrete construction. Mr. Kelley recommended approval. There was discussion.

F. DISCUSS BID TO WESTAR CONSTRUCTION OF GEORGETOWN, TEXAS IN THE AMOUNT OF \$69,643.50 FOR THE CONSTRUCTION OF THE SOUTH COLORADO STREET SIDEWALK EXTENSION CONSISTING OF APPROXIMATELY 306 SQUARE YARDS OF CONCRETE SIDEWALK AND 90 LINEAR FEET OF PEDESTRIAN RAIL.

Mr. Kelley stated that the recently completed traffic signal installed on Highway 183 in front of Walmart gave pedestrians another signaled crosswalk. However, this crosswalk was lacking the connectivity of a sidewalk making it hazardous for pedestrians to get to the traffic signal. Last year, Council approved unrestricted fund balance to make the necessary sidewalk connection. The Texas Department of Transportation (TXDOT) assisted in providing engineering and design for the project. This project consists of construction of approximately 450 feet of 5-8 foot wide sidewalks including 90 feet of safety rails and pedestrian ramps. Bids were advertised in compliance with State law for the construction of the South Colorado Street sidewalk extension project. Five bids were received ranging from \$69,643.50 to a high of \$333,510. The lowest bid was submitted by Westar Construction in the amount of \$69,643.50 for the total bid proposal. Westar Construction has a commendable reputation of installing flatwork and concrete construction. Mr. Kelley recommended approval. There was discussion.

G. DISCUSS ORDINANCE 2020-20 ADOPTING THE ANNUAL OPERATING BUDGET FOR FISCAL YEAR 2020-2021 AND APPROPRIATING RESOURCES, BEGINNING OCTOBER 1, 2020 ENDING SEPTEMBER 30, 2021 FOR THE CITY OF LOCKHART, CALDWELL COUNTY, TEXAS AND THE LOCKHART ECONOMIC DEVELOPMENT CORPORATION AND RENEWING THE CITY OF LOCKHART'S INVESTMENT POLICY AND FUND BALANCE – STABILIZATION AND EXCESS OF RESERVE POLICIES.

Ms. Larison stated that in accordance with the provisions of Article IX, Section 9.09 of the Lockhart City Charter, a vote is required for adoption of the budget; the budget shall be adopted by the favorable vote of a majority of the members of the whole city council. This budget sets forth the fiduciary policies for the City of Lockhart and the Lockhart Economic Development Corporation for the Fiscal Year October 1, 2020 and ending September 30, 2021. This budget will renew the City's Investment Policy and Fund Balance – Stabilization and Excess of Reserves Policies. This agenda item also allows for Council to suggest any budget allocations or deletions from the budget before a vote is taken. If no allocations or deletions are presented, action can be taken to adopt the Fiscal Year 2020-2021 Annual Operating Budget for the City of Lockhart, Caldwell County, Texas and the Lockhart Economic Development Corporation. There was brief discussion.

H. DISCUSS ORDINANCE 2020-21 LEVYING MAINTENANCE AND OPERATIONS PROPERTY TAXES FOR THE USE AND SUPPORT OF THE CITY OF LOCKHART, TEXAS AND INTEREST AND SINKING PROPERTY TAXES FOR THE DEBT SERVICE OBLIGATIONS OF THE CITY OF LOCKHART, CALDWELL COUNTY, TEXAS FOR FISCAL YEAR 2021, BEGINNING OCTOBER 1, 2020 AND ENDING SEPTEMBER 30, 2021.

Ms. Larison stated that the proposed tax rate is 63.54 cents per \$100 of assessed value. The Ordinance describes the two required components of the tax rate Maintenance and Operations (M&O) and Interest and Sinking (I&S). State law requires a statement regarding the amount by which taxes for maintenance and operations on a \$100,000 home will be raised. Based on the proposed tax rate, the maintenance and operations portion of the rate will be 55.21 cents per \$100 of assessed value compared to last year's maintenance and operation rate of 58.62 cents per \$100 of assessed value resulting in a decrease of \$3.41. The interest and sinking portion is \$1.47. The verbiage contained within the Ordinance is in compliance with requirements of Section 26.05(b)(1)(B) of the Texas Tax Code. There was discussion.

I. DISCUSS ORDINANCE 2020-22 REPEALING UNCODIFIED ORDINANCE 2019-22 IN ITS ENTIRETY AND ADOPTING THIS ORDINANCE REGARDING THE CITY PERSONNEL POLICY MANUAL; REMOVING PERFORMANCE OR MERIT PAY FOR POLICE AND FIRE PERSONNEL AND ADOPTING A STEP PAY PLAN FOR POLICE AND FIRE DEPARTMENTS UNDER CIVIL SERVICE.

Ms. Bowermon stated that with the Fiscal Year 2020-2021 budget, the Council approved a 7 percent wage increase for police officers and fire fighters effective October 3, 2020. The increase was recommended by Evergreen Solutions, LLC following their completion of the 2020 City of Lockhart Classification and Compensation Study. In compliance with Civil Service, classified police and fire positions are paid per a step pay plan, which is set by ordinance. The proposed ordinance reflects increasing the step plans as approved in the budget and as recommended by Evergreen Solutions. Evergreen determined that on average, the City pay plan for fire employees was more than 20 percent below peers surveyed during their market study. The City pay plan for police officers ranged between 7 to 18 percent below peers. A 7 percent increase was recommended to begin reducing the salary percentage below peers. These revisions have been included in the Fiscal Year 2020-2021 budget, which does not require a tax rate increase. There was discussion.

J. DISCUSS ORDINANCE 2020-23 AMENDING THE LOCKHART CODE OF ORDINANCES, CHAPTER 58, UTILITIES, SECTION 58-141, ENTITLED "DEFINITIONS" AND SECTION 58-142, ENTITLED "WATER RATES", ADJUSTING THE WATER BASE CHARGE TO COVER INCREASED COSTS OF WATER SUPPLY DEBT PAYMENTS FOR FISCAL YEAR 2020-2021. THE ORDINANCE SHALL BECOME EFFECTIVE WITH THE FIRST UTILITY BILLING CYCLE IN OCTOBER 2020.

Ms. Larison stated that the Ordinance puts into place water rates approved by Council on August 21, 2018 to provide sufficient revenues to cover costs associated with the water supply debt payments. Information was provided to the Council and the public in August 2018 during the presentation of the Carrizo Water Supply Project with the Guadalupe-Blanco River Authority and its cost effect on the City of Lockhart. Intermittent rate increases were scheduled until 2034 to cover these costs. Residential increases in the water base charge began in October 2018 by \$0.50 with three years of \$0.50 increases until 2022, at which time the increase will be \$1.00 until the water base charge has reached a maximum of \$28.10. Non-residential increases began in October 2018 by \$0.50 with three years of \$0.50 increases until 2021, at which time the water base charge will be \$1.00 until the water base charge has reached a maximum of \$40.83. There is also a slight percentage increase to number of gallons used to calculated to the water supply land leases, but Fiscal Year 2020-2021 will not reflect an increase. The percentage increase will resume in October 2022. There was discussion. Ms. Larison recommended approval.

K. DISCUSS ORDINANCE 2020-24 DESIGNATING CITY ELECTION POLLING PLACES AND AMENDING DATES AND HOURS OF EARLY VOTING FOR THE JOINT ELECTION OF THE CITY OF LOCKHART AND CALDWELL COUNTY TO BE HELD ON NOVEMBER 3, 2020.

Ms. Constancio stated that on July 7, 2020, the City Council approved Ordinance 2020-14 ordering the November 3, 2020 General Election for the positions of Mayor and Councilmembers Districts 3 and 4, and approved the Joint Election Agreement with the Caldwell County Elections Administrator (County EA) to conduct the election on behalf of the City of Lockhart. Polling locations were not included in Ordinance 2020-14 because the County EA was working on determining polling locations. On July 27, 2020, Governor Abbot issued a proclamation extending early voting days to begin on Tuesday, October 13, 2020 (was Monday, October 19) through Friday, October 30, 2020. The Ordinance updates the dates and times for early voting during the November 3, 2020 General Election. The Caldwell County Commissioners Court approved the early voting dates and times and Election Day polling locations on September 8, 2020, as outlined in City of Lockhart Ordinance 2020-24. There was discussion regarding the history of the City of Lockhart changing the city elections from the May to November uniform election date, thereafter, holding joint elections with the County since November 2010. The County thereafter consolidated polling locations within the City of Lockhart to allow city voters to respectively vote in their city district. In 2019, complaints were filed with the Secretary of State indicating that Caldwell County should not be consolidating polling locations because it was the complainer's opinion that the consolidation deterred citizens from voting. Caldwell County thereafter eliminated consolidating County polling locations where feasible, and has gone back to assigning 17 County precinct polling locations; not using city district polling locations. Pursuant to the Texas Election Code, political subdivisions holding an election on the November uniform election date must use county election precincts and county polling places on Election Day. Voters will be notified about their polling location thru social media, County/City/LISD websites and the newspaper. Ms. Constancio recommended approval. There was discussion regarding the election process and about informing the voters to know their 3-digit County precinct number to vote at the correct polling location on Election day.

L. DISCUSS RESOLUTION 2020-22 ADOPTING THE STUDY PREPARED BY EVERGREEN SOLUTIONS, LLC AS THE 2020 CLASSIFICATION AND COMPENSATION STUDY FOR THE CITY OF LOCKHART, TEXAS FINAL REPORT; AND AUTHORIZING EXPENDITURES UNDER THE 2020-2021 BUDGET TO BE MADE PURSUANT TO SUCH STUDY.

Ms. Bowermon stated that on September 1, 2020, there was a consensus of the City Council to implement recommendations of Evergreen Solutions following the 2020 City of Lockhart Classification and Compensation Study. Resolution 2020-22 formally adopts the study/final report prepared by Evergreen Solutions. A need for the study was identified in the 2019-2020 Strategic Priorities plan. In January, Evergreen Solutions, LLC was selected to conduct the study. The study was launched in February starting with employee outreach which engaged employees to provide feedback on current pay, benefits, and job descriptions. Following employee outreach, Evergreen conducted a salary survey of market peers and presented its findings to the City Council. Evergreen determined that the City General Employee pay plan ranges were on average, approximately 26% below the average market position at the minimum salary range. The Police pay plan was found to be 7.2% below the average market position at the minimum salary range while the Fire pay plan was 24.5% below. During the study, Evergreen Solutions commented on the City's lead staff and multiple hybrid positions (employees that fill more than one role). Evergreen recommended revising current pay plans and implementing pay adjustments according to position tenure to begin reducing the salary percentage below peers. These revisions and adjustments have been included in the Fiscal Year 2020-2021 budget, which does not require a tax rate increase. The City of Lockhart staff provides Lockhart residents essential services such as water, wastewater, electric, and public safety. A key objective of the study and implementing salary recommendations was to enhance recruitment and improve retention of quality employees. No new positions were included in the Fiscal Year 2020-2021 budget and the tax rate was not increased to provide the salary improvements. There was discussion.

M. DISCUSS APPOINTING TWO REPRESENTATIVES OF THE CITY OF LOCKHART TO THE GENERAL ASSEMBLY OF THE CAPITAL AREA COUNCIL OF GOVERNMENTS (CAPCOG).

Mayor White explained the duties of the General Assembly of the CAPCOG. He stated that Councilmember Michelson and himself express an interest to continue to serve.

N. DISCUSS MAYOR'S DECLARATION OF LOCAL DISASTER REGARDING REQUIRING FACIAL COVERINGS, AND ADDRESSING OTHER MATTERS RELATED TO COVID-19, IF NECESSARY.

Mayor White announced that the Order would remain in effect and that there was no action to be taken.

RECESS: Mayor White announced that the Council would recess for a break at 7:49 p.m.

REGULAR MEETING

ITEM 1. CALL TO ORDER.

Mayor Lew White called the meeting to order at 8:05 p.m.

ITEM 2. INVOCATION, PLEDGE OF ALLEGIANCE.

Councilmember Bryant gave the Invocation and led the Pledge of Allegiance to the United States and Texas flags.

ITEM 3. PUBLIC COMMENT.

Mayor White requested citizens to address the Council regarding items that are not on the agenda.

Beverly Haug of the Lockhart Housing Authority stated that she has been in contact with the US Housing and Urban Development (HUD) and she is working to provide them the required documents for their approval to sell the property. She stated that she anticipates that the property will be sold, and requested an extension to complete the HUD approval process.

ITEM 4-A. HOLD A PUBLIC HEARING ON APPLICATION ZC-20-10 BY JOE ROLAND FOR A ZONING CHANGE FROM RLD RESIDENTIAL LOW DENSITY DISTRICT TO CMB COMMERCIAL MEDIUM BUSINESS DISTRICT ON 0.371 ACRE IN THE BYRD LOCKHART SURVEY, ABSTRACT NO. 17, LOCATED AT 1101 NORTH COMMERCE STREET.

Mayor White opened the public hearing at 8:10 p.m.

Mr. Gibson stated that the applicant/owner has been parking vehicles on the subject property in violation of the current RLD zoning, which does not allow vehicle parking as the principal use of a lot. Rezoning to CMB would eliminate that restriction, although continued parking of vehicles on the property will still be a violation until the parking area is paved with an approved surface meeting the standards of the zoning ordinance. The addition of any surface more impervious than the natural ground that is there now will trigger compliance with the City's drainage ordinance, which may involve the engineering and construction of a storm-water detention facility. The applicant also owns the two lots south of the subject property at 1019 and 1017 North Commerce Street that contain a nonconforming house and old mobile home, and the triangular parcel adjacent to the west of those lots at 1018 North Colorado Street that contains a food trailer and another nonconforming old mobile home. There is existing CMB zoning adjacent to portions to the south and west boundaries of the subject property, so this zoning change would expand those areas currently zoned CMB. Neither the current RLD zoning of the subject property and the residential property adjacent to the north, nor the CMB zoning of the remainder of the block, are consistent with the Medium Density Residential future land use designation shown on the Lockhart 2020 Land Use Plan map. The most consistent zoning would be RMD, although most of the block is already zoned CMB, including two lots containing a single-family dwelling and an old mobile home. This triangle-shaped block bordered by North Colorado Street, North Commerce Street, and China Street may be a candidate for a change in future land use designation from Medium Density Residential to General-Heavy Commercial when the land use plan is next updated. Mr. Gibson stated that the Planning and Zoning Commission and staff recommend approval. There was discussion.

Mayor White requested the applicant to address the Council.

Joe Roland, applicant, requested approval of the zoning change. He thanked Mr. Gibson for guidance with the zoning change process.

Mayor White requested citizens to address the Council in favor of and against the zoning change. There were none. He closed the public hearing at 8:23 p.m.

ITEM 4-B. DISCUSSION AND/OR ACTION TO CONSIDER ORDINANCE 2020-19 AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF LOCKHART, TEXAS, TO RECLASSIFY THE PROPERTY KNOWN AS 0.371 ACRE IN THE BYRD LOCKHART SURVEY, ABSTRACT NO. 17, LOCATED AT 1101 NORTH COMMERCE STREET, FROM RLD RESIDENTIAL LOW DENSITY DISTRICT TO CMB COMMERCIAL MEDIUM BUSINESS DISTRICT.

Councilmember Michelson made a motion to approve Ordinance 2020-19, as presented. Councilmember Westmoreland seconded. The motion passed by a vote of 7-0.

ITEM 5. CONSENT AGENDA.

Councilmember McGregor made a motion to approve consent agenda items 5A, 5B, 5C, 5D and 5E. Mayor Pro-Tem Sanchez seconded. The motion passed by a vote of 7-0.

The following are the consent agenda items that were approved:

- 5A: Approve proposal and contractual agreement between Enterprise Fleet Management and the City of Lockhart, and appointing the City Manager to sign the contractual agreement.
- 5B: Approve proposal and annual support agreement between Adcomp Systems Group and the City of Lockhart, and appointing the City Manager to sign the annual support agreement and purchase order.
- 5C: Approve Resolution 2020-21 authorizing acceptance of the Coronavirus Aid, Relief, and Economic Security (CARES) Act Airport Grant Agreement in the amount of \$30,000 for general maintenance to the Municipal Airport.
- 5D: Award bid to Westar Construction of Georgetown, Texas in the amount of \$154,788 for the construction of the Town Branch Trail Phase II consisting of approximately 2,237' of 6' wide concrete trails.
- 5E: Award bid to Westar Construction of Georgetown, Texas in the amount of \$69,643.50 for the construction of the South Colorado Street Sidewalk Extension consisting of approximately 306 square yards of concrete sidewalk and 90 linear feet of pedestrian rail.

ITEM 6-A. DISCUSSION AND/OR ACTION TO CONSIDER ORDINANCE 2020-20 ADOPTING THE ANNUAL OPERATING BUDGET FOR FISCAL YEAR 2020-2021 AND APPROPRIATING RESOURCES, BEGINNING OCTOBER 1, 2020 ENDING SEPTEMBER 30, 2021 FOR THE CITY OF LOCKHART, CALDWELL COUNTY, TEXAS AND THE LOCKHART ECONOMIC DEVELOPMENT CORPORATION AND RENEWING THE CITY OF LOCKHART'S INVESTMENT POLICY AND FUND BALANCE – STABILIZATION AND EXCESS OF RESERVE POLICIES.

Mayor Pro-Tem Sanchez made a motion to approve Ordinance 2020-20, as presented. Councilmember Michelson seconded. The motion passed by a vote of 7-0.

ITEM 6-B. DISCUSSION AND/OR ACTION TO CONSIDER ORDINANCE 2020-21 LEVYING MAINTENANCE AND OPERATIONS PROPERTY TAXES FOR THE USE AND SUPPORT OF THE CITY OF LOCKHART, TEXAS AND INTEREST AND SINKING PROPERTY TAXES FOR THE DEBT SERVICE OBLIGATIONS OF THE CITY OF LOCKHART, CALDWELL COUNTY, TEXAS FOR FISCAL YEAR 2021, BEGINNING OCTOBER 1, 2020 AND ENDING SEPTEMBER 30, 2021.

Ms. Larison stated that State law requires two separate motions to be made to adopt these tax rates and two separate votes.

Mayor Pro-Tem Sanchez made a motion that the maintenance and operation rate be adopted at 55.21 cents per \$100 of assessed value as indicated/listed in Ordinance No. 2020-21, thereby adopting said ordinance. The motion passed by a vote of 7-0.

The roll call of each Councilmember voting on the motion is as follows:

- Councilmember Brad Westmoreland – yes
- Councilmember Juan Mendoza – yes
- Mayor Pro-Tem Angie Gonzales-Sanchez – yes
- Councilmember Kara McGregor – yes
- Councilmember David Bryant – yes
- Councilmember Jeffry Michelson – yes
- Mayor Lew White - yes

Mayor Pro-Tem Sanchez made a motion that the interest and sinking rate be adopted at 8.33 cents per \$100 of assessed value as indicated/listed in Ordinance No. 2020-21, thereby adopting said ordinance. Councilmember Westmoreland seconded. The motion passed by a vote of 7-0.

The roll call of each Councilmember voting on the motion is as follows:

- Councilmember Brad Westmoreland – yes
- Councilmember Juan Mendoza – yes
- Mayor Pro-Tem Angie Gonzales-Sanchez – yes
- Councilmember Kara McGregor – yes
- Councilmember David Bryant – yes
- Councilmember Jeffry Michelson – yes
- Mayor Lew White - yes

ITEM 6-C. DISCUSSION AND/OR ACTION TO CONSIDER ORDINANCE 2020-22 REPEALING UNCODIFIED ORDINANCE 2019-22 IN ITS ENTIRETY AND ADOPTING THIS ORDINANCE REGARDING THE CITY PERSONNEL POLICY MANUAL; REMOVING PERFORMANCE OR MERIT PAY FOR POLICE AND FIRE PERSONNEL AND ADOPTING A STEP PAY PLAN FOR POLICE AND FIRE DEPARTMENTS UNDER CIVIL SERVICE.

Councilmember Michelson made a motion to approve Ordinance 2020-22 repealing uncodified Ordinance 2019-22 in its entirety and adopting this ordinance regarding the City Personnel Policy Manual; removing Performance or Merit Pay for Police and Fire personnel and adopting a Step Pay Plan for Police and Fire Departments under Civil Service. Councilmember Mendoza seconded. The motion passed by a vote of 7-0.

ITEM 6-D. DISCUSSION AND/OR ACTION TO CONSIDER ORDINANCE 2020-23 AMENDING THE LOCKHART CODE OF ORDINANCES, CHAPTER 58, UTILITIES, SECTION 58-141, ENTITLED “DEFINITIONS” AND SECTION 58-142, ENTITLED “WATER RATES”, ADJUSTING THE WATER BASE CHARGE TO COVER INCREASED COSTS OF WATER SUPPLY DEBT PAYMENTS FOR FISCAL YEAR 2020-2021. THE ORDINANCE SHALL BECOME EFFECTIVE WITH THE FIRST UTILITY BILLING CYCLE IN OCTOBER 2020.

Mayor Pro-Tem Sanchez made a motion to approve Ordinance 2020-23 amending the Lockhart Code of Ordinances, Chapter 58, Utilities, Section 58-141, entitled “Definitions” and Section 58-142, entitled “Water Rates”, adjusting the water base charge to cover increased costs of water supply debt payments for Fiscal Year 2020-2021. The Ordinance shall become effective with the first utility bill cycle in October 2020. Councilmember Westmoreland seconded. The motion passed by a vote of 7-0.

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ITEM 6-E. DISCUSSION AND/OR ACTION TO CONSIDER ORDINANCE 2020-24 DESIGNATING CITY ELECTION POLLING PLACES AND AMENDING DATES AND HOURS OF EARLY VOTING FOR THE JOINT ELECTION OF THE CITY OF LOCKHART AND CALDWELL COUNTY TO BE HELD ON NOVEMBER 3, 2020.

Mayor Pro-Tem Sanchez made a motion to approve Ordinance 2020-24, as presented. Councilmember McGregor seconded. The motion passed by a vote of 7-0.

ITEM 6-F. DISCUSSION AND/OR ACTION TO CONSIDER RESOLUTION 2020-22 ADOPTING THE STUDY PREPARED BY EVERGREEN SOLUTIONS, LLC AS THE 2020 CLASSIFICATION AND COMPENSATION STUDY FOR THE CITY OF LOCKHART, TEXAS FINAL REPORT; AND AUTHORIZING EXPENDITURES UNDER THE 2020-2021 BUDGET TO BE MADE PURSUANT TO SUCH STUDY.

Councilmember McGregor made a motion to approve Resolution 2020-22 adopting the study prepared by Evergreen Solutions, LLC as the 2020 Classification and Compensation Study for the City of Lockhart, Texas final report; and authorizing expenditures under the 2020-2021 budget to be made pursuant to such study. Councilmember Bryant seconded. The motion passed by a vote of 7-0.

ITEM 6-G. DISCUSSION AND/OR ACTION TO CONSIDER APPOINTING TWO REPRESENTATIVES OF THE CITY OF LOCKHART TO THE GENERAL ASSEMBLY OF THE CAPITAL AREA COUNCIL OF GOVERNMENTS (CAPCOG).

Mayor Pro-Tem Sanchez made a motion to appoint Mayor Lew White and Councilmember Jeffrey Michelson to the General Assembly of the CAPCOG. Councilmember Mendoza seconded. The motion passed by a vote of 7-0.

ITEM 6-H. DISCUSSION AND/OR ACTION TO CONSIDER THE MAYOR'S DECLARATION OF LOCAL DISASTER REGARDING REQUIRING FACIAL COVERINGS, AND ADDRESSING OTHER MATTERS RELATED TO COVID-19, IF NECESSARY.

Mayor White announced that there was no action to be taken.

ITEM 6-I. DISCUSSION AND/OR ACTION REGARDING APPOINTMENTS TO VARIOUS BOARDS, COMMISSIONS OR COMMITTEES.

Mayor White requested appointments to boards and commissions. There were none.

ITEM 7. CITY MANAGER'S REPORT, PRESENTATION AND POSSIBLE DISCUSSION.

- Update regarding Electric Reliability Council of Texas (ERCOT) fall and winter generating capacity assessment.
- A *pay by phone* line (855-340-0595) to pay utility bills 24/7, 365 days a year went live on Friday, September 4th.
- Annual cleanup of the City Cemetery will begin on October 5th.
- City was awarded a routine Airport Maintenance program grant from TxDOT Aviation Division in the amount of \$65,000.
- Update on the Lockhart CARES grant program for utility relief.
- Update on the upcoming Census.
- Update regarding COVID-19.

ITEM 8. COUNCIL AND STAFF COMMENTS – ITEMS OF COMMUNITY INTEREST

Councilmember Westmoreland invited everyone to the downtown district. Stores are open for business and ready for shoppers.

Councilmember Mendoza reminded everyone about the speed limit signs near the school zones. He congratulated the Farmers Market for continuing to grow.

Mayor Pro-Tem Sanchez expressed condolences to Jeanne Pendergrass for the loss of her father and to the families of Adan Leal, Sr., Herminia “Minnie” Trejo, Norma Recio, and Gilbert Bermudez, Sr. She thanked Benny Boyd for supporting the Athletic Booster Club this past weekend. Go Lions!

Councilmember Bryant thanked city staff for their work.

Councilmember Michelson stated that the Lockhart Education Foundation will host a drive thru with Chick-fil-A at Clear Fork Elementary on September 16 from 5-8 p.m. He asked everyone to stay safe and he wished the students a good school year.

Mayor White thanked staff for their work on the city budget. He congratulated the school for being back in session. He reported that the status of Halloween events is unknown at this time. He also suggested a future agenda item to discuss cleaning the 2nd floor of the Bois D’arc building.

ITEM 9. EXECUTIVE SESSIONS:

Mayor White announced that the Council will enter Executive Session at 8:55 p.m. regarding the following items:

EXECUTIVE SESSION IN ACCORDANCE WITH THE PROVISIONS OF THE GOVERNMENT CODE, TITLE 5, SUBCHAPTER D, SECTION 551.071, PRIVATE CONSULTATION WITH ITS ATTORNEY TO SEEK ADVICE ABOUT PENDING OR CONTEMPLATED LITIGATION; SETTLEMENT OFFER; OR LEGAL MATTERS SUBJECT TO ATTORNEY/CLIENT PRIVILEGE. Discussion with City Attorney to receive legal advice regarding the Lockhart Housing Authority structures.

EXECUTIVE SESSION IN ACCORDANCE WITH THE PROVISIONS OF THE GOVERNMENT CODE, TITLE 5, SUBCHAPTER D, SECTION 551.087 TO DELIBERATE OR FOR DISCUSSION REGARDING COMMERCIAL OR FINANCIAL INFORMATION THAT THE GOVERNMENTAL BODY HAS RECEIVED FROM A BUSINESS PROSPECT THAT THE GOVERNMENTAL BODY SEEKS TO HAVE LOCATE, STAY, OR EXPAND IN OR NEAR THE TERRITORY OF THE GOVERNMENTAL BODY AND WITH WHICH THE GOVERNMENTAL BODY IS CONDUCTING ECONOMIC DEVELOPMENT NEGOTIATIONS; OR TO DELIBERATE THE OFFER OF A FINANCIAL OR OTHER INCENTIVE TO A BUSINESS PROSPECT. Discussion regarding Economic Development negotiations with Project Future.

Mayor White announced that the Council entered Open Session 9:20 p.m.

OPEN SESSION:

Mayor White announced that the Council would enter Open Session at 9:20 p.m. regarding the following items:

10-A: DISCUSSION AND/OR ACTION REGARDING THE LOCKHART HOUSING AUTHORITY STRUCTURES.

Councilmember McGregor made a motion to issue an extension to the Lockhart Housing Authority until November 17, 2020 to present HUD approval for disposition of property and executed contract of sale. Councilmember Michelson seconded. The motion passed by a vote of 5-2, with Mayor Pro-Tem Sanchez and Councilmember Bryant opposing.

10-B. DISCUSSION AND/OR ACTION REGARDING ECONOMIC DEVELOPMENT NEGOTIATIONS WITH PROJECT FUTURE.

Mayor White announced that there was no action to be taken.

ITEM 11. ADJOURNMENT.

Mayor Pro-Tem Sanchez made a motion to adjourn the meeting. Councilmember Mendoza seconded. The motion passed by a vote of 7-0. The meeting was adjourned at 10:11 p.m.

PASSED and APPROVED this the 20th day of October 2020.

CITY OF LOCKHART

Lew White, Mayor

ATTEST:

Connie Constancio, TRMC
City Secretary

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City of Lockhart, Texas

Council Agenda Item Briefing Data

COUNCIL MEETING DATE: October 20, 2020

AGENDA ITEM CAPTION: Discussion and/or action to consider awarding bid to Nighthawk Construction of Lockhart, Texas in the amount of \$294,685.50 for the construction of _____ an 18" water main as part of Community Development Block Grant #7219231, as recommended by the project Engineer.

ORIGINATING DEPARTMENT AND CONTACT: Public Works-Sean Kelley

ACTION REQUESTED:

ORDINANCE RESOLUTION CHANGE ORDER AGREEMENT
 APPROVAL OF BID AWARD OF CONTRACT CONSENSUS OTHER

BACKGROUND/SUMMARY/DISCUSSION: The City of Lockhart was awarded a grant by the Texas Department of Agriculture in the amount of \$300,000 to extend a treated water transmission line from the Lockhart Water Plant to South Commerce Street.

The project will increase the quantity of water pumped into the city, and improves service capacity and fire protection. The Grant requires a minimum of a 20% match (\$60,000). The matching funds will be funded through the 2015 Certificates of Obligation-Water Funds.

This scope of work will consist of installing 18" water main, two road crossings with casings and other water fixtures.

Bids were advertised in compliance with State Law. Thirteen (13) bids were received ranging from \$294,685.50 to a high of \$488,632.15. The lowest bid was submitted by Nighthawk Construction in the amount of \$294,685.50 for the Total Bid Proposal, plus the Total Alternative Bid Items. Nighthawk Construction has a commendable reputation of installing water infrastructure and site work.

PROJECT SCHEDULE (if applicable):

AMOUNT & SOURCE OF FUNDING: Finance Review initials _____

Funds Required: \$222,500

Account Number: 527-5199-911 and 526-5750-911

Funds Available:

Account Name: Remaining funds from Grant Award and \$72,185.50 from the 2015 Certificates of Obligation-Water Funds

FISCAL NOTE (if applicable):

Previous Council Action: February 5, 2019-Authorized Submission of Grant
November 18, 2019- Awarded TxCDBG Grant

COMMITTEE/BOARD/COMMISSION ACTION: N/A

STAFF RECOMMENDATION/REQUESTED MOTION: City engineer and staff respectfully recommend approval of the bid award to Nighthawk Construction in the amount of \$294,685.50.

LIST OF SUPPORTING DOCUMENTS: Bid Advertisement, Bid Tab, Project Depiction.

Department Head initials:

City Manager's Review:


ADVERTISEMENT AND INVITATION FOR BIDS

Sealed proposals addressed to the Mayor and City Council of the City of Lockhart, Texas will be received at the City Hall, 308 West San Antonio, Lockhart, Texas 78644, until **10:00 A.M., September 24, 2020**, for construction of the 2020 CDBG Water Improvements, TxCDBG Contract No. 7219231, at which time and place will be publicly opened and read aloud. Any bid received after closing time will be returned unopened. Bids are invited for several items and quantities of work as follows:

Principal items of construction are 2,295 feet of 18" C900 PVC water main, 63 feet of 36" casing by bore with 18" C900 PVC carrier pipe, 34 feet of 24" casing by bore with 12" C900 PVC carrier pipe and all necessary appurtenances.

Bidders shall submit a bid bond by an acceptable surety in the amount of five percent (5%) of the bid issued. A certified check or bank draft payable to the locality or negotiable U.S. Government Bonds (as par value) may be submitted in lieu of the Bid Bond.

The successful Bidder must furnish Performance and Payments Bonds each in the amount of 100% of the contract price from an approved Surety Company holding a permit from the State of Texas to act as Surety and acceptable according to the latest list of companies holding certificates of authority from the Secretary of Treasury of the United States, or other Surety or Sureties acceptable to the Owner.

Attention is called to the fact that not less than, the federally determined prevailing (Davis-Bacon and Related Acts) wage rate, as issued by the Texas Department of Agriculture and contained in the contract documents, must be paid on this project. In addition, the successful bidder must ensure that employees and applicants for employment are not discriminated against because of race, color, religion, sex, sexual identity, gender identity, or national origin. Adherence to the grant recipient's Section 3 Policy is required for contracts and subcontracts in excess of \$100,000.00.

Plans and specifications may be examined without charge at Lockhart City Hall. Bid Documents and Construction Drawings for the project may be viewed and downloaded free of charge (with the option to purchase hard copies) at www.civcastusa.com. Bidders must register on this website in order to view and/or download specifications, plans and other related documents for this project. Printed copies of the specifications and drawings may also be viewed at the Engineer's office, TRC Engineers, Inc., 505 East Huntland Drive, Suite 250, Austin, Texas 78752, (512) 454-8716.

Please submit questions for this project no less seven (7) days prior to bid opening through www.civcastusa.com in the Q&A portal. All addenda issued for this project will be posted on www.civcastusa.com. It is the responsibility of the Contractor bidding to use proper scaling, paper width and length, etc. Failure to do so may result in error in the Unit Bid Quantities and/or Bid Amounts.

The Council of the City of Lockhart reserves the right to reject any or all bids or to waive formalities in the bidding. Bids may be held by the City for a period of 90 days or until a contract is awarded, whichever occurs first, from the date of the bid opening for the purpose of reviewing the bids and investigating the bidder's qualifications prior to the contract award.

**CITY OF LOCKHART, TEXAS
LEW WHITE, MAYOR**

ANUNCIO E INVITACIÓN PARA OFERTAS

Las propuestas selladas dirigidas al Alcalde y al Concejo Municipal de la Ciudad de Lockhart, Texas serán recibidas en el Ayuntamiento, 308 West San Antonio, Lockhart, Texas 78644, hasta **las 10:00 a.m., 24 de septiembre de 2020**, para la construcción de las Mejoras del Agua 2020 CDBG, TxCDBG Contract No. 7219231, momento y lugar se abrirán públicamente y se leerán en voz alta. Cualquier oferta recibida después de la hora de cierre será devuelta sin abrir. Se invitan a las ofertas para varios artículos y cantidades de trabajo de la siguiente manera:

Los principales elementos de construcción son 2,295 pies de 18" C900 PVC agua principal, 63 pies de 36" carcasa por agujero con 18" C900 tubo portador de PVC, 34 pies de 24" carcasa por agujero con 12" C900 tubo portador de PVC y todos los accesorios necesarios.

Los Licitantes presentarán una fianza de oferta por una garantía aceptable por un monto del cinco por ciento (5%) de la oferta emitida. Un cheque certificado o un borrador bancario pagadero a la localidad o bonos negociables del gobierno de los Estados Unidos (como valor nominal) pueden ser presentados en lugar del Bono de Licitación.

El Licitante exitoso debe proporcionar Bonos de Desempeño y Pagos cada uno en la cantidad del 100% del precio del contrato de una Compañía de Garantía aprobada que posea un permiso del Estado de Texas para actuar como Garantía y aceptable de acuerdo con la lista más reciente de empresas que poseen certificados de autoridad del Secretario de Tesorería de los Estados Unidos, u otras Garantías o Garantías aceptables para el Propietario.

Se llama la atención sobre el hecho de que no menos de, la tasa salarial prevaleciente federalmente determinada (Davis-Bacon y Actos Conexos), según lo emitido por el Departamento de Agricultura de Texas y contenido en los documentos del contrato, debe ser pagado en este proyecto. Además, el adjudicatario debe asegurarse de que los empleados y solicitantes de empleo no sean discriminados debido a su raza, color, religión, sexo, identidad sexual, identidad de género u origen nacional. La adhesión a la Política de la Sección 3 del beneficiario de la subvención es necesaria para contratos y subcontrataciones superiores a \$100,000.00.

Los planes y especificaciones pueden ser examinados sin cargo en el Ayuntamiento de Lockhart.. Los documentos de oferta y los dibujos de construcción para el proyecto se pueden ver y descargar de forma gratuita (con la opción de comprar copias impresas) en www.civcastusa.com. Los Licitantes deben registrarse en este sitio web para ver y/o descargar especificaciones, planes y otros documentos relacionados para este proyecto. Las copias impresas de las especificaciones y dibujos también se pueden ver en la oficina del Engineer, TRC Engineers, Inc., 505 East Huntland Drive, Suite 250, Austin, Texas 78752, (512) 454-8716.

Por favor, envíe questions para este proyecto no menos siete (7) días antes de la apertura de la oferta a través de www.civcastusa.com en el portal de Preguntas y Respuestas. Todos los addendas emitidos para este proyecto se publicarán en www.civcastusa.com. Es responsabilidad del contratista que puja utilizar la escala adecuada, el ancho y la longitud del papel, etc. De lo hace, puede producirse un error en las cantidades de ofertas unitarias y/o en los importes de la oferta.

El Consejo de la Ciudad de Lockhart se reserva el derecho de rechazar cualquiera o todas las ofertas o de renunciar a las formalidades en la licitación. Las ofertas pueden ser retenidas por la Ciudad por un período de 90 días o hasta que se adjudique un contrato, lo que ocurra primero, a partir de la fecha de apertura de la oferta con el fin de revisar las ofertas e investigar las

calificaciones del licitador antes de la adjudicación del contrato.

CIUDAD DE LOCKHART
LEW WHITE, ALCALDE



505 East Huntland Drive
Suite 250
Austin, Texas 78752

T 512.454.8716
TRCcompanies.com
T.B.P.E. #F-8632

October 13, 2020

Mr. Steven Lewis, City Manager
City of Lockhart
P.O. Box 239
Lockhart, Texas 78644

**RE: 2020 CDBG Water Improvements
Bid Award Consideration**

Dear Mr. Lewis:

The bid opening for the above referenced project was held on September 24, 2020. A total of thirteen (13) bids were submitted. The project total bids (inclusive of base, additive alternate, and deductive bid items) range from a low of \$255,372.14 to a high of \$386,091.50 as shown on the attached bid tabulation. The project consists of the installation of 18-inch diameter water line and associated fittings, valves and fire hydrants.

The low bidder, Nighthawk Construction (Nighthawk), has successfully completed similar work with the City of Lockhart in the past. It is recommended that Nighthawk be awarded a contract for the total base bid and additive alternate bid proposal amount of \$294,685.50 for the 2020 CDBG Water Improvements project. The contractor has provided a bid bond and will be required to furnish a Performance Bond and Payment Bond to the City.

If you have any questions regarding this information, please feel free to contact this office.

Sincerely,

A handwritten signature in black ink, appearing to read "JD", written over a light blue horizontal line.

Jeff Dahm, P.E.
Project Engineer

Enclosures Bid Tab

City of Lockhart
 2020 CDBG Water Improvements
 TxCDBG Contract No. 7219231
 Bid Tabulation
 September 24, 2020 - 10:00 AM



Nighthawk Construction
 5086 State Park Rd.
 Lockhart, TX 78644

Atlas Construction Corp.
 316 Sunset Drive
 Granite Shoals, TX 78654

Westar Construction, Inc.
 4500 Williams Dr. Suite 212 - PMB 411
 Georgetown, TX 78633

M&C Fonseca Construction Co., Inc.
 1901 Prairie Creek Rd
 Granite Shoals, TX 78654

Item	Item Description	Qty.	Unit	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
BASE BID PROPOSAL											
P.1	18" C-900 PVC Pipe	2,022	L.F.	\$70.00	\$141,540.00	\$72.00	\$145,584.00	\$70.00	\$141,540.00	\$67.00	\$135,474.00
P.2	Fire Hydrant (6" Pipe)	10	L.F.	\$30.00	\$300.00	\$80.00	\$800.00	\$95.00	\$950.00	\$40.00	\$400.00
P.3	Fire Hydrant (Bury & Concrete Blocking)	1	EA	\$4,500.00	\$4,500.00	\$4,950.00	\$4,950.00	\$5,700.00	\$5,700.00	\$5,500.00	\$5,500.00
P.4	Fittings	1.13	TON	\$10,000.00	\$11,300.00	\$9,000.00	\$10,170.00	\$9,500.00	\$10,735.00	\$9,000.00	\$10,170.00
P.5	18" Butterfly Valve	1	EA	\$8,500.00	\$8,500.00	\$6,250.00	\$6,250.00	\$4,100.00	\$4,100.00	\$7,500.00	\$7,500.00
P.6	12" Resilient Valve	1	EA	\$2,500.00	\$2,500.00	\$4,850.00	\$4,850.00	\$2,600.00	\$2,600.00	\$3,500.00	\$3,500.00
P.7	6" Resilient Valve	1	EA	\$1,000.00	\$1,000.00	\$2,450.00	\$2,450.00	\$1,300.00	\$1,300.00	\$2,300.00	\$2,300.00
P.8	18" Water Main Connection	1	EA	\$2,500.00	\$2,500.00	\$5,000.00	\$5,000.00	\$2,500.00	\$2,500.00	\$4,500.00	\$4,500.00
P.9	12" Water Main Connection	1	EA	\$2,000.00	\$2,000.00	\$3,500.00	\$3,500.00	\$3,000.00	\$3,000.00	\$4,000.00	\$4,000.00
P.10	Seeding Bermuda Grass	2,032	L.F.	\$1.50	\$3,048.00	\$2.00	\$4,064.00	\$5.00	\$10,160.00	\$2.95	\$5,994.40
P.11	Trench Excavation Protection	2,032	L.F.	\$0.50	\$1,016.00	\$2.00	\$4,064.00	\$2.25	\$4,572.00	\$3.00	\$6,096.00
P.12	Storm Water Pollution Prevention Plan	1	L.S.	\$2,000.00	\$2,000.00	\$7,500.00	\$7,500.00	\$2,500.00	\$2,500.00	\$3,500.00	\$3,500.00
P.13	Performance and Payment Bonds	1	L.S.	\$4,200.00	\$4,200.00	\$10,000.00	\$10,000.00	\$8,400.00	\$8,400.00	\$7,500.00	\$7,500.00
P.14	Mobilization/De-mobilization	1	L.S.	\$1,000.00	\$1,000.00	\$10,000.00	\$10,000.00	\$8,500.00	\$8,500.00	\$14,500.00	\$14,500.00
TOTAL BASE BID					\$185,404.00		\$219,182.00		\$206,557.00		\$210,934.40
ADDITIVE ALTERNATE BID ITEM											
P.A.1	18" C-900 PVC Pipe	273	L.F.	\$73.00	\$19,929.00	\$72.00	\$19,656.00	\$70.00	\$19,110.00	\$67.00	\$18,291.00
P.A.2	12" C-900 PVC Pipe	2	L.F.	\$65.00	\$130.00	\$55.00	\$110.00	\$400.00	\$800.00	\$45.00	\$90.00
P.A.3	36" Steel Casing Pipe	63	L.F.	\$635.00	\$40,005.00	\$550.00	\$34,650.00	\$700.00	\$44,100.00	\$550.00	\$34,650.00
P.A.4	24" Steel Casing Pipe	34	L.F.	\$470.00	\$15,980.00	\$350.00	\$11,900.00	\$410.00	\$13,940.00	\$450.00	\$15,300.00
P.A.5	Fittings	1.01	TON	\$10,000.00	\$10,100.00	\$8,500.00	\$8,585.00	\$9,900.00	\$9,999.00	\$6,000.00	\$6,060.00
P.A.6	18" Butterfly Valve	2	EA	\$8,500.00	\$17,000.00	\$6,250.00	\$12,500.00	\$4,300.00	\$8,600.00	\$7,500.00	\$15,000.00
P.A.7	12" Resilient Valve	1	EA	\$2,500.00	\$2,500.00	\$4,850.00	\$4,850.00	\$2,600.00	\$2,600.00	\$3,500.00	\$3,500.00
P.A.8	12" Water Main Connection	1	EA	\$2,000.00	\$2,000.00	\$5,000.00	\$5,000.00	\$2,800.00	\$2,800.00	\$4,000.00	\$4,000.00
P.A.9	Trench Excavation Protection	275	L.F.	\$0.50	\$137.50	\$2.00	\$550.00	\$2.25	\$618.75	\$3.00	\$825.00
P.A.10	Storm Water Pollution Prevention Plan	1	L.S.	\$1,500.00	\$1,500.00	\$7,500.00	\$7,500.00	\$1,800.00	\$1,800.00	\$3,500.00	\$3,500.00
TOTAL ALTERNATE BID ITEM					\$109,281.50		\$105,301.00		\$104,367.75		\$101,216.00
DEDUCTIVE BID ITEMS											
P.D.1	12" C-900 PVC Pipe (in lieu of 18" - P.A.1)	273	L.F.	\$18.32	\$5,001.36	\$60.00	\$16,380.00	\$27.00	\$7,371.00	\$21.00	\$5,733.00
P.D.2	24" Steel Casing Pipe (in lieu of 36" - P.A.3)	63	L.F.	\$234.00	\$14,742.00	\$350.00	\$22,050.00	\$210.00	\$13,230.00	\$100.00	\$6,300.00
P.D.3	12" Resilient Valve (in lieu of 18" - P.A.6)	2	L.F.	\$2,000.00	\$4,000.00	\$4,850.00	\$9,700.00	\$1,500.00	\$3,000.00	\$4,000.00	\$8,000.00
P.D.4	Fittings (in lieu of 18" - P.A.5)	0.77	TON	\$4,675.32	\$3,600.00	\$8,000.00	\$6,160.00	\$5,500.00	\$4,235.00	\$2,500.00	\$1,925.00
P.D.5	24" Steel Casing Pipe (Open Cut)	63	L.F.	\$190.00	\$11,970.00	\$200.00	\$12,600.00	\$240.00	\$15,120.00	\$190.00	\$11,970.00
TOTAL DEDUCTIVE BID ITEM					\$39,313.36		\$66,890.00		\$42,956.00		\$33,928.00
TOTAL PROPOSAL					\$255,372.14		\$257,593.00		\$267,968.75		\$278,222.40

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City of Lockhart
 2020 CDBG Water Improvements
 TxCDBG Contract No. 7219231
 Bid Tabulation
 September 24, 2020 - 10:00 AM



Roan Commercial Group LLC 620 High Rd San Marcos, TX 78666	Patriot Underground LLC 116 Mescalero Liberty Hill, TX 78642	Underground Construction Solutions, LLC 5535 Memorial Dr. #1212 Houston, TX 77007	JBS Underground, LLC 14202 Fort Smith Trail Austin, TX 78734
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Item	Item Description	Qty.	Unit	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
BASE BID PROPOSAL											
P.1	18" C-900 PVC Pipe	2,022	L.F.	\$75.50	\$152,661.00	\$73.48	\$148,576.56	\$100.00	\$202,200.00	\$84.00	\$169,848.00
P.2	Fire Hydrant (6" Pipe)	10	L.F.	\$58.00	\$580.00	\$242.00	\$2,420.00	\$45.00	\$450.00	\$45.00	\$450.00
P.3	Fire Hydrant (Bury & Concrete Blocking)	1	EA	\$4,575.00	\$4,575.00	\$4,500.00	\$4,500.00	\$4,000.00	\$4,000.00	\$2,400.00	\$2,400.00
P.4	Fittings	1.13	TON	\$10,000.00	\$11,300.00	\$15,930.00	\$18,000.90	\$8,000.00	\$9,040.00	\$8,000.00	\$9,040.00
P.5	18" Butterfly Valve	1	EA	\$7,035.00	\$7,035.00	\$6,250.00	\$6,250.00	\$8,500.00	\$8,500.00	\$4,350.00	\$4,350.00
P.6	12" Resilient Valve	1	EA	\$4,276.00	\$4,276.00	\$3,900.00	\$3,900.00	\$2,500.00	\$2,500.00	\$2,875.00	\$2,875.00
P.7	6" Resilient Valve	1	EA	\$2,025.00	\$2,025.00	\$2,700.00	\$2,700.00	\$1,600.00	\$1,600.00	\$1,400.00	\$1,400.00
P.8	18" Water Main Connection	1	EA	\$3,600.00	\$3,600.00	\$4,025.00	\$4,025.00	\$2,800.00	\$2,800.00	\$1,900.00	\$1,900.00
P.9	12" Water Main Connection	1	EA	\$2,800.00	\$2,800.00	\$3,600.00	\$3,600.00	\$3,500.00	\$3,500.00	\$8,250.00	\$8,250.00
P.10	Seeding Bermuda Grass	2,032	L.F.	\$5.00	\$10,160.00	\$1.52	\$3,088.64	\$2.00	\$4,064.00	\$6.25	\$12,700.00
P.11	Trench Excavation Protection	2,032	L.F.	\$5.00	\$10,160.00	\$1.94	\$3,942.08	\$1.00	\$2,032.00	\$4.00	\$8,128.00
P.12	Storm Water Pollution Prevention Plan	1	L.S.	\$7,000.00	\$7,000.00	\$3,300.00	\$3,300.00	\$3,500.00	\$3,500.00	\$20,500.00	\$20,500.00
P.13	Performance and Payment Bonds	1	L.S.	\$10,000.00	\$10,000.00	\$8,400.00	\$8,400.00	\$10,000.00	\$10,000.00	\$8,000.00	\$8,000.00
P.14	Mobilization/De-mobilization	1	L.S.	\$10,000.00	\$10,000.00	\$2,250.00	\$2,250.00	\$5,000.00	\$5,000.00	\$12,000.00	\$12,000.00
TOTAL BASE BID					\$236,172.00		\$214,953.18		\$259,186.00		\$261,841.00
ADDITIVE ALTERNATE BID ITEM											
P.A.1	18" C-900 PVC Pipe	273	L.F.	\$75.50	\$20,611.50	\$73.63	\$20,100.99	\$100.00	\$27,300.00	\$125.00	\$34,125.00
P.A.2	12" C-900 PVC Pipe	2	L.F.	\$58.00	\$116.00	\$787.50	\$1,575.00	\$45.00	\$90.00	\$260.00	\$520.00
P.A.3	36" Steel Casing Pipe	63	L.F.	\$660.00	\$41,580.00	\$543.65	\$34,249.95	\$250.00	\$15,750.00	\$675.00	\$42,525.00
P.A.4	24" Steel Casing Pipe	34	L.F.	\$385.00	\$13,090.00	\$367.65	\$12,500.10	\$200.00	\$6,800.00	\$630.00	\$21,420.00
P.A.5	Fittings	1.01	TON	\$10,000.00	\$10,100.00	\$18,000.00	\$18,180.00	\$8,000.00	\$8,080.00	\$10,450.00	\$10,554.50
P.A.6	18" Butterfly Valve	2	EA	\$7,035.00	\$14,070.00	\$8,250.00	\$16,500.00	\$8,500.00	\$17,000.00	\$4,350.00	\$8,700.00
P.A.7	12" Resilient Valve	1	EA	\$4,276.00	\$4,276.00	\$3,850.00	\$3,850.00	\$2,500.00	\$2,500.00	\$2,875.00	\$2,875.00
P.A.8	12" Water Main Connection	1	EA	\$2,800.00	\$2,800.00	\$3,600.00	\$3,600.00	\$2,500.00	\$2,500.00	\$1,900.00	\$1,900.00
P.A.9	Trench Excavation Protection	275	L.F.	\$5.00	\$1,375.00	\$6.36	\$1,749.00	\$1.00	\$275.00	\$4.00	\$1,100.00
P.A.10	Storm Water Pollution Prevention Plan	1	L.S.	\$5,000.00	\$5,000.00	\$500.00	\$500.00	\$1,000.00	\$1,000.00	\$8,000.00	\$8,000.00
TOTAL ALTERNATE BID ITEM					\$113,018.50		\$112,805.04		\$81,295.00		\$131,719.50
DEDUCTIVE BID ITEMS											
P.D.1	12" C-900 PVC Pipe (in lieu of 18" - P.A.1)	273	L.F.	\$58.00	\$15,834.00	\$43.59	\$11,900.07	\$50.00	\$13,650.00	\$100.00	\$27,300.00
P.D.2	24" Steel Casing Pipe (in lieu of 36" - P.A.3)	63	L.F.	\$385.00	\$24,255.00	\$326.20	\$20,550.60	\$200.00	\$12,600.00	\$560.00	\$35,280.00
P.D.3	12" Resilient Valve (in lieu of 18" - P.A.6)	2	L.F.	\$4,276.00	\$8,552.00	\$4,275.00	\$8,550.00	\$2,500.00	\$5,000.00	\$2,875.00	\$5,750.00
P.D.4	Fittings (in lieu of 18" - P.A.5)	0.77	TON	\$8,000.00	\$6,160.00	\$6,737.50	\$5,187.88	\$8,000.00	\$6,160.00	\$8,650.00	\$6,660.50
P.D.5	24" Steel Casing Pipe (Open Cut)	63	L.F.	\$245.00	\$15,435.00	\$0.00	\$0.00	\$200.00	\$12,600.00	\$440.00	\$27,720.00
TOTAL DEDUCTIVE BID ITEM					\$70,236.00		\$46,188.55		\$50,010.00		\$102,710.50
TOTAL PROPOSAL					\$278,954.50		\$281,569.68		\$290,471.00		\$290,850.00

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City of Lockhart
 2020 CDBG Water Improvements
 TxCDBG Contract No. 7219231
 Bid Tabulation
 September 24, 2020 - 10:00 AM



WJC Constructors Services PO Box 104 Smithville, TX 78957	QRO Mex Construction Company, Inc. 2801 Prairie Creek Rd Granite Shoals, TX 78654	Energy Access Solutions LLC 4234 Boonville Rd Bryan, TX 77802	CLC Unlimited Inc 1955 FM 2001 Ste. 200 Buda, TX 78610
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Item	Item Description	Qty.	Unit	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
BASE BID PROPOSAL											
P.1	18" C-900 PVC Pipe	2,022	L.F.	\$63.79	\$128,983.38	\$80.00	\$161,760.00	\$72.30	\$146,190.60	\$104.00	\$210,288.00
P.2	Fire Hydrant (6" Pipe)	10	L.F.	\$260.00	\$2,600.00	\$30.00	\$300.00	\$125.00	\$1,250.00	\$508.00	\$5,080.00
P.3	Fire Hydrant (Bury & Concrete Blocking)	1	EA	\$3,500.00	\$3,500.00	\$4,350.00	\$4,350.00	\$4,665.00	\$4,665.00	\$4,995.00	\$4,995.00
P.4	Fittings	1.13	TON	\$6,106.19	\$6,899.99	\$4,000.00	\$4,520.00	\$12,389.39	\$14,000.01	\$8,782.00	\$9,923.66
P.5	18" Butterfly Valve	1	EA	\$4,800.00	\$4,800.00	\$6,000.00	\$6,000.00	\$13,861.00	\$13,861.00	\$6,230.00	\$6,230.00
P.6	12" Resilient Valve	1	EA	\$5,800.00	\$5,800.00	\$2,200.00	\$2,200.00	\$3,170.00	\$3,170.00	\$4,033.00	\$4,033.00
P.7	6" Resilient Valve	1	EA	\$3,850.00	\$3,850.00	\$1,700.00	\$1,700.00	\$1,550.00	\$1,550.00	\$2,597.00	\$2,597.00
P.8	18" Water Main Connection	1	EA	\$4,000.00	\$4,000.00	\$4,200.00	\$4,200.00	\$3,500.00	\$3,500.00	\$4,616.00	\$4,616.00
P.9	12" Water Main Connection	1	EA	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$1,500.00	\$1,500.00	\$4,341.00	\$4,341.00
P.10	Seeding Bermuda Grass	2,032	L.F.	\$1.10	\$2,235.20	\$0.70	\$1,422.40	\$2.97	\$6,035.04	\$3.19	\$6,482.08
P.11	Trench Excavation Protection	2,032	L.F.	\$1.10	\$2,235.20	\$2.90	\$5,892.80	\$3.20	\$6,502.40	\$4.31	\$8,757.92
P.12	Storm Water Pollution Prevention Plan	1	L.S.	\$9,000.00	\$9,000.00	\$8,000.00	\$8,000.00	\$10,500.00	\$10,500.00	\$3,500.00	\$3,500.00
P.13	Performance and Payment Bonds	1	L.S.	\$6,000.00	\$6,000.00	\$15,000.00	\$15,000.00	\$3,500.00	\$3,500.00	\$13,543.00	\$13,543.00
P.14	Mobilization/De-mobilization	1	L.S.	\$5,500.00	\$5,500.00	\$20,000.00	\$20,000.00	\$30,000.00	\$30,000.00	\$14,219.00	\$14,219.00
TOTAL BASE BID					\$188,403.77		\$238,345.20		\$246,224.05		\$298,605.66
ADDITIVE ALTERNATE BID ITEM											
P.A.1	18" C-900 PVC Pipe	273	L.F.	\$117.21	\$31,998.33	\$80.00	\$21,840.00	\$72.30	\$19,737.90	\$104.00	\$28,392.00
P.A.2	12" C-900 PVC Pipe	2	L.F.	\$1,000.00	\$2,000.00	\$60.00	\$120.00	\$500.00	\$1,000.00	\$100.00	\$200.00
P.A.3	36" Steel Casing Pipe	63	L.F.	\$658.73	\$41,499.99	\$490.00	\$30,870.00	\$523.81	\$33,000.03	\$683.00	\$43,029.00
P.A.4	24" Steel Casing Pipe	34	L.F.	\$794.11	\$26,999.74	\$240.00	\$8,160.00	\$351.47	\$11,949.98	\$500.00	\$17,000.00
P.A.5	Fittings	1.01	TON	\$5,445.54	\$5,500.00	\$4,000.00	\$4,040.00	\$13,663.37	\$13,800.00	\$8,782.00	\$8,869.82
P.A.6	18" Butterfly Valve	2	EA	\$4,250.00	\$8,500.00	\$6,000.00	\$12,000.00	\$11,050.00	\$22,100.00	\$6,230.00	\$12,460.00
P.A.7	12" Resilient Valve	1	EA	\$4,000.00	\$4,000.00	\$2,200.00	\$2,200.00	\$4,150.00	\$4,150.00	\$4,033.00	\$4,033.00
P.A.8	12" Water Main Connection	1	EA	\$2,000.00	\$2,000.00	\$3,000.00	\$3,000.00	\$1,500.00	\$1,500.00	\$4,341.00	\$4,341.00
P.A.9	Trench Excavation Protection	275	L.F.	\$3.63	\$998.25	\$3.00	\$825.00	\$3.63	\$998.25	\$4.31	\$1,185.25
P.A.10	Storm Water Pollution Prevention Plan	1	L.S.	\$1,000.00	\$1,000.00	\$5,000.00	\$5,000.00	\$5,300.00	\$5,300.00	\$3,000.00	\$3,000.00
TOTAL ALTERNATE BID ITEM					\$124,496.31		\$88,055.00		\$113,536.16		\$122,510.07
DEDUCTIVE BID ITEMS											
P.D.1	12" C-900 PVC Pipe (in lieu of 18" - P.A.1)	273	L.F.	\$25.27	\$6,898.71	\$20.00	\$5,460.00	\$21.98	\$6,000.54	\$100.00	\$27,300.00
P.D.2	24" Steel Casing Pipe (in lieu of 36" - P.A.3)	63	L.F.	\$126.03	\$7,939.89	\$115.00	\$7,245.00	\$253.97	\$16,000.11	\$482.00	\$30,366.00
P.D.3	12" Resilient Valve (in lieu of 18" - P.A.6)	2	L.F.	\$640.00	\$1,280.00	\$2,128.00	\$4,256.00	\$8,500.00	\$17,000.00	\$4,341.00	\$8,682.00
P.D.4	Fittings (in lieu of 18" - P.A.5)	0.77	TON	\$3,435.06	\$2,645.00	\$920.00	\$708.40	\$9,090.91	\$7,000.00	\$8,782.00	\$6,762.14
P.D.5	24" Steel Casing Pipe (Open Cut)	63	L.F.	\$39.79	\$2,506.77	\$170.00	\$10,710.00	\$95.23	\$5,999.49	\$461.00	\$29,043.00
TOTAL DEDUCTIVE BID ITEM					\$21,270.37		\$28,379.40		\$52,000.14		\$102,153.14
TOTAL PROPOSAL					\$291,629.71		\$298,020.80		\$307,760.07		\$318,962.59

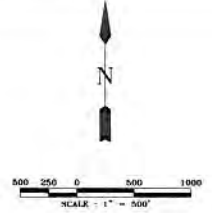
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T Construction, L.L.C.
 12601 McNair St.
 Houston, TX 77015

Item	Item Description	Qty.	Unit	Unit Price	Total
BASE BID PROPOSAL					
P.1	18" C-900 PVC Pipe	2,022	L.F.	\$125.00	\$252,750.00
P.2	Fire Hydrant (6" Pipe)	10	L.F.	\$56.00	\$560.00
P.3	Fire Hydrant (Bury & Concrete Blocking)	1	EA	\$3,900.00	\$3,900.00
P.4	Fittings	1.13	TON	\$13,200.00	\$14,916.00
P.5	18" Butterfly Valve	1	EA	\$9,500.00	\$9,500.00
P.6	12" Resilient Valve	1	EA	\$3,200.00	\$3,200.00
P.7	6" Resilient Valve	1	EA	\$1,800.00	\$1,800.00
P.8	18" Water Main Connection	1	EA	\$2,900.00	\$2,900.00
P.9	12" Water Main Connection	1	EA	\$1,900.00	\$1,900.00
P.10	Seeding Bermuda Grass	2,032	L.F.	\$2.45	\$4,978.40
P.11	Trench Excavation Protection	2,032	L.F.	\$0.50	\$1,016.00
P.12	Storm Water Pollution Prevention Plan	1	L.S.	\$6,200.00	\$6,200.00
P.13	Performance and Payment Bonds	1	L.S.	\$8,300.00	\$8,300.00
P.14	Mobilization/De-mobilization	1	L.S.	\$40,000.00	\$40,000.00
TOTAL BASE BID					\$351,920.40
ADDITIVE ALTERNATE BID ITEM					
P.A.1	18" C-900 PVC Pipe	273	L.F.	\$125.00	\$34,125.00
P.A.2	12" C-900 PVC Pipe	2	L.F.	\$98.00	\$196.00
P.A.3	36" Steel Casing Pipe	63	L.F.	\$735.00	\$46,305.00
P.A.4	24" Steel Casing Pipe	34	L.F.	\$460.00	\$15,640.00
P.A.5	Fittings	1.01	TON	\$10,525.00	\$10,630.25
P.A.6	18" Butterfly Valve	2	EA	\$10,360.00	\$20,720.00
P.A.7	12" Resilient Valve	1	EA	\$3,308.00	\$3,308.00
P.A.8	12" Water Main Connection	1	EA	\$2,035.00	\$2,035.00
P.A.9	Trench Excavation Protection	275	L.F.	\$0.50	\$137.50
P.A.10	Storm Water Pollution Prevention Plan	1	L.S.	\$3,675.00	\$3,675.00
TOTAL ALTERNATE BID ITEM					\$136,771.75
DEDUCTIVE BID ITEMS					
P.D.1	12" C-900 PVC Pipe (in lieu of 18" - P.A.1)	273	L.F.	\$120.00	\$32,760.00
P.D.2	24" Steel Casing Pipe (in lieu of 36" - P.A.3)	63	L.F.	\$459.00	\$28,917.00
P.D.3	12" Resilient Valve (in lieu of 18" - P.A.6)	2	L.F.	\$3,200.00	\$6,400.00
P.D.4	Fittings (in lieu of 18" - P.A.5)	0.77	TON	\$4,745.00	\$3,653.65
P.D.5	24" Steel Casing Pipe (Open Cut)	63	L.F.	\$490.00	\$30,870.00
TOTAL DEDUCTIVE BID ITEM					\$102,600.65
TOTAL PROPOSAL					\$385,091.50

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SHEET INDEX

- 1 COVER SHEET
- 2 LOCATION MAP
- 3 STA 0+00 TO 5+00
- 4 5+00 TO 10+00
- 5 10+00 TO 15+00
- 6 15+00 TO 20+21.31
- 7 ADDITIVE ALTERNATE WATER LINE STA 20+21.31 TO END
- 8 MISCELLANEOUS DETAILS
- 9 EROSION CONTROL DETAILS
- 10 TxDOT DETAILS BARRICADE & CONSTRUCTION
- 11 TxDOT DETAILS TRAFFIC CONTROL PLANS

SURVEY NOTES:

1. TERRAIN'S DATUM ON THIS PLAN IS IN TEXAS STATE PLANE COORDINATE SYSTEM, NAD 83, SOUTH CENTRAL ZONE. SEE THE PLAN AND PROFILE SHEETS FOR MEASUREMENT LOCATIONS.

2. EXISTING WATER LINE EASEMENT WAS LOCATED ON MAR 11, 2020 BY HERRI SURVEYORS.

WORKS 1 - 5 IN CONFORMANCE WITH THE LAST END OF THE DEAD END OF SOUTH MEDINA STREET (SEE PLAN SHEET).

WORKS 6 - 7 IN CONFORMANCE WITH THE NORTH SIDE OF WEST 10th STREET (INDUSTRIAL ZONE) (SEE PLAN SHEET).

WORKS 8 - 9 IN CONFORMANCE WITH THE NORTH SIDE OF WEST 10th STREET (INDUSTRIAL ZONE) (SEE PLAN SHEET).

WORKS 10 - 11 IN CONFORMANCE WITH THE NORTH SIDE OF WEST 10th STREET (INDUSTRIAL ZONE) (SEE PLAN SHEET).

WORKS 12 - 13 IN CONFORMANCE WITH THE NORTH SIDE OF WEST 10th STREET (INDUSTRIAL ZONE) (SEE PLAN SHEET).

WORKS 14 - 15 IN CONFORMANCE WITH THE NORTH SIDE OF WEST 10th STREET (INDUSTRIAL ZONE) (SEE PLAN SHEET).

WORKS 16 - 17 IN CONFORMANCE WITH THE NORTH SIDE OF WEST 10th STREET (INDUSTRIAL ZONE) (SEE PLAN SHEET).

WORKS 18 - 19 IN CONFORMANCE WITH THE NORTH SIDE OF WEST 10th STREET (INDUSTRIAL ZONE) (SEE PLAN SHEET).

WORKS 20 - 21 IN CONFORMANCE WITH THE NORTH SIDE OF WEST 10th STREET (INDUSTRIAL ZONE) (SEE PLAN SHEET).

LEGEND

	CITY LIMITS
	PROPOSED BY WATERMAIN
EXISTING	
	EXIST SANITARY SEWER
	PROP SANITARY SEWER
	EXIST WATER LINE
	PROP WATER LINE
	UTILITY
	ELECTRICAL CABLE
	FIBER OPTIC LINE
	CABLEHEAD (SEE PLAN)
	PROPOSED LINE
	EDGE OF ROADWAY
OTHER	
	EXISTING POLE
	PROPOSED POLE
	CONCRETE MONUMENT
	WATER MAIN MONUMENT
	THE IRONMAN
	POWER POLE
	POWER POLE (UTILITY WITH)
	TELEPHONE POLE (CABLE)
	WATER VALVE
	PROPERTY CORNER
	RIGHT POLE

DATE	REVISION	BY	CHK	APP	DATE	DESCRIPTION	BY	CHK	APP
<p>TRC ENGINEERS, INC. 1011 WEST 10th STREET, SUITE 100 LOCKHART, TEXAS 78743</p>									
<p>CITY OF LOCKHART, TEXAS 2019-20 CDBG 18" WATER LINE LOCATION MAP</p>									
<p>SHEET 2 JUNE 2020</p>									

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City of Lockhart, Texas

Council Agenda Item Briefing Data

COUNCIL MEETING DATE: October 20, 2020

AGENDA ITEM CAPTION: Discussion and/or action to consider approving Extension of Lease Agreement with Martin & Martin Aviation, LLC as the Lockhart Municipal Airport Fixed Based Operator (FBO) comprised of Keith Uhls and Reine Smith until December 31, 2020, and authorizing the Mayor to sign the agreement if approved.

ORIGINATING DEPARTMENT AND CONTACT: Public Works-Sean Kelley

ACTION REQUESTED:

ORDINANCE RESOLUTION CHANGE ORDER AGREEMENT
 APPROVAL OF BID AWARD OF CONTRACT CONSENSUS OTHER

BACKGROUND/SUMMARY/DISCUSSION:

Prior to Martin & Martin Aviation, LLC running the Airport's FBO, Mr. Stanley Martin had been the FBO at the Lockhart Municipal Airport since 1991. On February 19, 2019, Stanley Martin assigned the ground lease to Martin & Martin Aviation, LLC comprised of Keith Uhls and Reine Smith. The current Assignment of Lease expires on October 31, 2020. The City consented to the assignment but was not a party to the assignment agreement, which purported to also amend the original 1991 lease in three ways, one of which was to amend the term of the lease "to include up to a ten (10) year renewal option." The manner of exercising the option and the actual length of the renewal were not specified.

Martin & Martin are very experienced and bring extensive aviation knowledge to the airport management team. Martin & Martin currently offers amenities at the Airport such as a visitor's lounge, lease hangars associated with their ground lease, airplane tie-downs, fuel sales and purchasing, a courtesy vehicle to visitors (BBQ Patrol), flight instruction, and an on-site airport mechanic.

Staff recommends that the lease be extended to December 31, 2020 in order to give the parties time to determine the effect of the purported amendments from 2019, and to specify the length of renewal and any other issues identified for amendment of the lease.

AMOUNT & SOURCE OF FUNDING:

Finance Review initials _____

Funds Required: N/A
Account Number: N/A
Funds Available: N/A
Account Name: N/A

FISCAL NOTE (if applicable):

Previous Council Action: February 19, 2019- Approval of transfer of Lease Assignment from Stanley Martin to Martin & Martin Aviation, LLC. Set to expire October 31, 2020.

STAFF RECOMMENDATION/REQUESTED MOTION: Staff respectfully requests approval of the Lease Extension from October 31, 2020 to December 31, 2020.

LIST OF SUPPORTING DOCUMENTS: 2019 Assignment of Lease and Extension of Lease Agreement.

Department Head initials:

City Manager's Review:


EXTENSION OF LEASE AGREEMENT

This Extension of Lease Agreement ("Extension") is made by and between the City of Lockhart, Texas, as Lessor, and Martin & Martin Aviation, LLC, as Lessee.

Recitals

1. By "Lease Agreement" dated November 1, 1991, (hereinafter "the Lease") the City, as Landlord, leased certain airport property, described as approximately 2.49 and 1.66 acres of land situated in the E. Berry Survey A-1, in Caldwell County, Texas to Stanley B. Martin and Palmer R. Martin (now deceased), as Lessee, under terms described therein.
2. On or about October 7, 2000, the parties executed an amendment to the Lease, extending its term to October 31, 2020.
3. By "Assignment of Lease" by and between Stanley B. Martin, as Assignor (executed by Assignor on February 22, 2019) and Martin & Martin Aviation, LLC, as Assignee, (executed by the members of Martin & Martin on February 22, 2019 and February 25, 2019), (hereinafter "the Assignment"), the Lease was assigned to Martin & Martin Aviation, LLC.
4. The Assignment also purported to amend Article III of the Lease to include a renewal option of up to ten years; to amend Article VI to eliminate the 2.5% of fuels sales being paid to the Lessor, and to amend Article IX to eliminate the requirement that the Fixed Base Operator be open on Sundays.
5. The City of Lockhart was not named as a party to the Assignment and did not execute the Assignment as , but the City granted its consent to the assignment of the Lease, effective February 19, 2019, without waiving any right under the Lease or the Assignment.
6. The City, as Landlord, and Martin & Martin Aviation, LLC, as Lessee, now desire to extend the Lease until December 31, 2020 in order to give the parties time to resolve and clarify outstanding issues related to the effect of the purported amendments to the Lease.

Agreement

For and in consideration of the mutual covenants herein contained and other good and valuable consideration, the receipt and sufficiency are hereby acknowledged, Lessor and Lessee agree that the term of the Lease shall be extended until December 31, 2020.

This Extension binds and inures to the benefit of the parties, their heirs, executors, administrators, successors in interest, and assigns.

Approved and adopted effective the 20th day of October 2020.

LESSOR: City of Lockhart

LESSEE: Martin & Martin, Aviation, LLC

Lew White, Mayor

Keith Uhls, Member

Attest:

Ken Smith, Member

Connie Constancio, City Secretary

HISTORY

STATE OF TEXAS)
COUNTY OF CALDWELL)

ASSIGNMENT OF LEASE

THIS AGREEMENT is made by and between **Stanley B. Martin**, an individual and former Manager and Director of Martin & Martin Aviation, PLLC ("Assignor"), and **Martin & Martin Aviation, LLC**, a Texas limited liability company ("Assignee") comprised of Members Reine Smith, and Keith Uhls.

1. A lease was executed on or about November 1, 1991, by and between The City of Lockhart, Texas ("Landlord"), a municipal corporation existing by and under the authority of the laws of the State of Texas, and Stanley B. Martin and Palmer R. Martin (now deceased) as Tenant, under which the property described therein was leased to the Tenant for a term of twenty (20) years, beginning on November 1, 1991, a copy of which is attached as **Exhibit A**. On or about October 7, 2000, the parties executed an amendment to the Lease Agreement extending the Lease until October 31, 2020, a copy of which is attached as **Exhibit B**. Exhibits A and B are hereafter collectively referred to as the "Lease".

2. The Assignor wishes to assign the Lease to the Assignee, and the Assignee wishes to accept the assignment.

IN CONSIDERATION of Ten and No/100 Dollars (\$10.00) and other good and valuable consideration, receipt of which is hereby acknowledged, the Assignor assigns to the Assignee all his right, title, and interest in and to the Lease. The Landlord and Assignee, Martin & Martin Aviation, LLC, agree that Article III. Term of Lease is hereby amended to include up to ten (10) year renewal option, that Article VI. Rental and Fuel Charges is hereby amended to eliminate the 2.5% of fuels sales being paid to the Lessor (City of Lockhart) and that Article IX Fixed Base Operations is hereby amended to eliminate the requirement that the Fixed Base Operator be open on Sundays. The Assignee accepts the assignment and agrees to fulfill, and to be jointly and severally liable for, all of its terms and the Assignor's duties and covenants except as amended herein, including making all payments due to or payable on behalf of the Landlord when due and payable.

This agreement binds and inures to the benefit of the parties to the Lease and this assignment only.

Assignor:

Stanley B. Martin
Stanley B. Martin

2/27/2019
Date

Assignee:

Martin & Martin Aviation, LLC.

Keith Uhis
Keith Uhis, Member
1600 Barton Springs Road #2303
Austin, Texas 78704

2/22/2019
Date

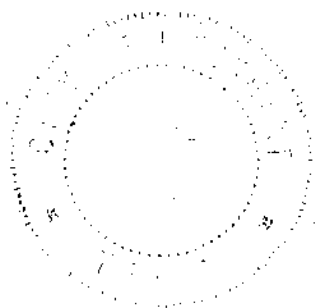
Reine Smith
Reine Smith, Member
5407 Honey Dew Terrace
Austin, Texas 78749

2/25/2019
Date

Consent of Landlord

Pursuant to the action of the Lockhart City Council on February 19, 2019, the Landlord in the Lease, City of Lockhart, Texas, consents to the assignment of the Lease to Martin & Martin Aviation, LLC, comprised of Members Reine Smith, and Keith Uhis, and waives no right under the Lease or this assignment with respect to the Assignees.

City of Lockhart, Texas



By: *Low White*
Low White
Mayor

Attest:

Connie Constancio
Connie Constancio, TRMC
City Secretary

EXHIBIT A

LEASE AGREEMENT

THIS LEASE AGREEMENT, made and entered into this 1st day of November, 1991, by and between the City of Lockhart, Texas, a municipal corporation existing by and under the authority of the laws of the State of Texas, hereinafter referred to as Lessor, and Stanley B. Martin and Palmer R. Martin, hereinafter referred to as Lessee,

WITNESSETH:

WHEREAS, Lessor owns and operates, near the City of Lockhart, an Airport which includes all aeronautical navigation facilities, said Airport being known as Lockhart Municipal Airport, and said Lessor is desirous of leasing to Lessee certain premises hereinafter more fully described, and located on said Airport, together with the right to use and enjoy individually and in common with others the facilities referred to; and

WHEREAS, Lessee has indicated a willingness and ability to properly keep, maintain and improve said premises with standards approved by Lessor; and Lessee will operate a fixed based operation which will engage in the business of aeronautics, engine and aircraft repairs, sales and renting of aircraft, sale of aircraft and engine parts and accessories, sale of fuel, flight instruction, storage of aircraft and equipment, airplane charter trips and local short flights, providing a radio and operator when

necessary, and desires to lease said property and rights from the city of Lockhart, Texas;

NOW THEREFORE, for and in consideration of the rents, covenants, and agreements herein contained, Lessor does hereby lease, demise, grant and let to Lessee, and Lessee does hereby hire, take and lease from Lessor, the following premises, rights and easements on and to the Airport upon the following terms and conditions, to-wit:

ARTICLE I.

LEASED PREMISES

Lessor does hereby grant, demise and lease unto Lessee the following described tract of land at said Airport with respect to which Lessee is to have for the term of this lease the use of said tract described as follows:

THOSE portions of the airport property being approximately 2.49 and 1.66 acres of land situated in the E. Berry Survey A-1, in Caldwell County, Texas, and which are more accurately described in Exhibit "A" attached hereto and incorporated herein for all purposes.

ARTICLE II.

BUILDINGS AND IMPROVEMENTS

Lessee shall have the right to erect office and administration buildings, shops, hangars and other buildings upon the 2.49 acre portion of said described premises, in accordance with the City of Lockhart Airport Master Plan or as mutually agreed upon and with approval of Lessor.

Lessee agrees to maintain in good condition, order and repair all structures and other improvements upon the demised premises including but not limited to: hangars; administration buildings; and, any other additional structures or facilities which Lessee may deem necessary to the enjoyment of the rights herein granted. However, Lessee agrees and understands that plans and specifications for any and all proposed improvements to the leasehold property shall receive the prior written approval of the Lessor, and shall conform to the City of Lockhart Airport Master Plan or as mutually agreed upon and with approval of Lessor.

Lessor, acting through its Building Inspector and other Inspectors, shall have free access to the property covered hereby and to the improvements thereon for the purpose of determining that any construction conforms to the plans and specifications approved by Lessor, and to determine if the building and other improvements are being maintained in accordance with the requirements in this Lease Agreement. It shall be Lessee's responsibility to take such actions as are necessary to insure that the construction of improvements and any later required maintenance work, is conducted without interference with other Lessees, the F.A.A., or any aviation activities which are the principal purpose of the maintenance of the airport. Any activity which interferes with or endangers aviation activity will be immediately discontinued when so mandated by the Lessor or the F.A.A.

ARTICLE III.TERM OF LEASE

The term of this lease shall be for a period of twenty (20) years, commencing on the date above first written, unless sooner terminated or extended as hereinafter provided. This lease and any extension thereof shall be subject to review by the appropriate State agency and the Federal Aviation Administration, as required, and acceptance by Lessor and Lessee and the terms of this Lease shall be provisional until such time as all appropriate agencies have approved this agreement.

ARTICLE IV.SERVICES TO BE PROVIDED BY LESSEE

Lessee agrees and understands that it will be required to provide sales of aviation fuel and oil; sale of aircraft and accessories or supplies; and, repairs and maintenance of aircraft. Lessee shall have the right to conduct these activities upon the 2.49 acre portion of the area in Exhibit "A".

Lessee may perform the following activities, in its discretion, in addition to those previously required:

Painting of aircraft; flight instruction, both air and ground; aerial photography, survey and pipeline patrol; air charter operations; aircraft rental; operation of coffee shop and/or restaurant; car rental agency. The list in this paragraph is not intended to be all inclusive, and LESSEE has the right to perform any other services normally associated with aircraft operations.

Lessee agrees and understands that any services provided will be in accordance with accepted standards; local, State, and federal laws; and FAA regulations.

Lessee agrees and understands that no activities will be performed which are not related to, or not normally associated with, aircraft operations.

The Lessee agrees and understands that the right to conduct aeronautical activities for furnishing services to the public is granted by Lessor subject to the Lessee agreeing;

(a) To furnish said services on a fair, equal and nondiscriminatory basis to all users thereof;

✓ (b) To charge fair, reasonable and nondiscriminatory prices for each unit of service; provided, that the Lessee may be allowed to make reasonable and nondiscriminatory discounts, rebates, or other similar types of price reductions to volume purchasers; and,

(c) To furnish good, prompt, efficient services adequate to meet all the demands for its services at the airport.

It is clearly understood by the Lessee that no right or privilege has been granted which would operate to prevent any person, firm or corporation operating aircraft on the airport from performing any services on its own aircraft ✓ with its own fulltime, regular employees (including, but not limited, to maintenance, repair and fueling) that it may choose to perform, which are in conformance with Federal

Aviation Administration Regulations and/or City Ordinances, provided that any maintenance or repair required to be done by an FAA certified mechanic must be accomplished by or under the direct supervision of FAA licensed mechanics and/or avionics personnel.

ARTICLE V.

NON-DISCRIMINATION

The Lessee for himself, his personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agrees as a covenant running with the land that: (1) no person on the grounds of race, color, or national origin shall be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities, (2) that in the construction of any improvements on, over, or under such land and the furnishing of services thereon, no person on the grounds of race, color, or national origin shall be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination, (3) that the Lessee shall use the premises in compliance with all other requirements imposed by, or pursuant to, 49 CFR Part 21, Nondiscrimination in Federally Assisted Programs of the Department of Transportation, and as said Regulations may be amended.

The Lessee assures that it will undertake an affirmative action program as required by 14 CFR Part 152, Subpart E, to ensure that no person shall on the grounds of

race, creed, color, national origin, or sex be excluded from participating in any employment activities covered in 14 CFR Part 152, Subpart E.

The Lessee assures that no person shall be excluded on these grounds from participating in or receiving the services or benefits of any program or activity covered by this subpart. The Lessee assures that it will require that its covered subordinations will provide assurances to the Lessee that they similarly will undertake affirmative action programs, and that they will require assurances from their subordinations, as required by 14 CFR Part 152, Subpart E, to the same effect.

That in the event of breach of any of the preceding nondiscrimination covenants, the City of Lockhart shall have the right to terminate the license, lease, permit, etc., and to re-enter and repossess said land the facilities thereon, and hold the same as if the said lease had never been made or issued.

ARTICLE VI.

RENTAL AND FUEL CHARGES

Lessee agrees to pay an annual rental for the use of the premises, rights and easements herein provided for as follows:

(a) Ground rent.

(1) Ground rent to be paid semi-annually in the amount of \$0.03 per square foot per year on each square foot of land on the 2.49 acre (108,464 square feet) portion of

the leased property for a total of \$3,254.00 annually, the first payment of \$1,627.00 which shall be due and payable contemporaneously with the signing of this lease.

(2) Ground rent to be paid semi-annually in the amount of \$0.003 per square foot per year on each square foot of the 1.66 acre (72,309 square feet) portion of the leased property for a total of \$216.93 annually, the first payment of \$108.46 which will be due and payable contemporaneously with the signing of this lease.

(3) 1.66 acre tract of land which is a portion of the leased premises is acknowledged by the parties to be at the present time used as a tie-down area for aircraft. In the event that Lessee chooses, at his option, to charge monthly or otherwise periodic rental for the privilege of outside tie-down spaces to aircraft owners, then rental fee for the 1.66 acre portion of the leased premises shall be in an amount of \$0.003 per square foot or 50% of the monthly tie-down rental fees charged by Lessee, whichever amount is larger. Lessee covenants and agrees to provide to Lessor all appropriate documentation with regard to fees charged for tie-downs, on a monthly or otherwise mutually agreed upon schedule.

(4) The ground rent on the tracts leased shall be subject to Article V, Section C, "Adjustments to Rent."

(5) Should any governmental agency require for any reason any portion of the tract held by Lessee under the this lease, Lessee shall be entitled to reimbursement for

the sums paid to the Lessor for the area of property actually utilized by the governmental agency. Nothing herein shall entitle Lessee to reimbursement for any amount greater than the sum actually paid to Lessor on the property actually utilized by the governmental agency.

(b) Fuel charges. Payments for aviation fuel delivered to Lessee shall be paid on a "per load" basis within five (5) days of receipt of the fuel load placed in the fuel storage facility located on the leased premises. Such payments shall be at the rate of two and one-half percent (2.5%) of the average retail price per gallon of aviation fuel delivered to Lessee during the term of this lease. Upon remitting payment Lessee shall also include the delivery ticket or other proof with regard to fuel actually purchased by and delivered to Lessee, and documentation regarding Lessee's average retail gasoline sales price.

Lessee shall make available to Lessor for inspection during regular business hours the oil, gasoline and aviation fuel delivery tickets, and any other data reasonably required by the Lessor to verify the number of gallons of fuel delivered to Lessee.

(c) Adjustments to Rent. As promptly as practicable after the end of the 5th year after the beginning date of this Lease and each 5th year thereafter, Lessor shall compute the percentage of change (increase or decrease), if any, in the cost of living during the time period between the beginning date of this Lease Agreement and the date of

the 5th year anniversary and each 5th year anniversary thereafter during the term of this Lease, based upon the changes in the Consumer Price Index for Urban wage Earners and Clerical Workers - U.S. Average (1967=100) (herein called "Consumer Price Index"), as determined by the United States Department of Labor, Bureau of Labor Statistics for "All Items". It is agreed that the Consumer Price Index Number at the commencement date of this Lease is November 1, 1991 (herein called "Base Index Number"). If the Consumer Price Index Number for the month in which any such anniversary of the beginning date shall occur (each such number being herein called an "Anniversary Index Number") is higher or lower than the Base Index Number, then such Anniversary Index Number shall be divided by the Base Index Number and from the quotient thereof shall be subtracted the integer one (1). The resulting number, multiplied by one hundred, shall be deemed to be the percentage of increase or decrease in the cost of living. Such percentage of change shall be multiplied by the Basic Rental, and the product thereof shall be added to, or subtracted from, the Basic Rental to determine the annual rental payable for the next five year period, commencing on the immediately preceding anniversary of the beginning date (such amount being herein sometimes called "Adjusted Basic Rental"). Such Adjusted Basic Rental shall be calculated in the above manner during the 5th year anniversary and each 5th year thereafter of the Lease Term. Lessor shall, within a reasonable time after

obtaining the appropriate data necessary for computing any change in the annual rent, give Lessee notice of any change so determined. Lessee shall notify Lessor of any claimed error therein within thirty (30) days after receipt of such notice. If publication of the Consumer Price Index shall be discontinued, the parties hereto shall thereafter accept comparable statistics on the cost of living for the City of San Antonio, Texas, as they shall be computed and published by an agency of the United States, or by a responsible financial periodical of recognized authority, then to be selected by the parties hereto. As an example, only, of the foregoing adjustment:

- a. Assume Basic Rental is per acre \$100.00 per year,
- b. Assume Basic Index Number is 200,
- c. Assume Anniversary Index Number on the anniversary date of the commencement date is 300,

then based upon the foregoing, the Annual Basic Rental shall be:

Anniversary Index Number 300 divided by Base Index
 Number 200 =
 $1.5 - 1 = .5 \times 100 = 50 = 50\%$
 $50\% \times 100 = 50.00$
 $50.00 + 100.00 = 150.00$ Adjusted Basic Rental.

All payments are to be made to the Office of the City Manager at P. O. Box 239, Lockhart, Texas 78644.

In the event of Lessee's failure to pay any installment of rental when due or any other fee when due, Lessor may declare the lease terminated, or may declare all unmatured rental due, and further will be entitled to judgment for

court costs, reasonable attorneys' fees and interest on its unpaid rental and fees at the rate of TEN (10%) PERCENT per annum.

d. Late payments on rent. All rental payments shall be due on the first of the month, of the month beginning the semi-annual lease payment period. Payments not received by the 10th shall be deemed late, and there will be an automatic ten percent (10%) penalty assessed and collected by Lessor from Lessee in that event.

ARTICLE VII.

INSURANCE

Lessee shall maintain, at its own cost and expense: (a) comprehensive general liability insurance on an occurrence basis, with minimum limits of liability in an amount of \$1,000,000.00 for bodily injury, personal injury or death to any one person, up to \$2,000,000.00 for each occurrence, and \$1,000,000.00 for damage to property, including contractual liability; (b) fire insurance in an amount adequate to cover 80% of the cost of replacement of all fixtures and contents in the demised premises in the event of fire, extended coverage, vandalism or malicious mischief and special extended coverage; and, (c) Workers' Compensation coverage on all of Lessee's employees. Lessee agrees to carry Lessor as an additional insured party, and such insurance policies shall contain the endorsement that such insurance may not be cancelled or amended with respect to Lessor, without thirty (30) days' written notice by registered mail, to Lessor, by

the insurance company; and that Lessee shall be solely responsible for the payment of premiums; and that Lessor shall not be required to pay any premiums for insurance; and in the event of payment of any loss covered by such policies, Lessor shall be paid first by the insurance company for its loss, and Lessee waives the right of subrogation against Lessor for any reason whatsoever. Any insurance policy herein required or procured by Lessee shall contain an express waiver of any right of subrogation by the insurance company against the Lessor. The original policy of all such insurance shall be delivered by Lessee to Lessor, within ten (10) days of the inception of such policy by the insurance company. The minimum limits of any insurance coverage required herein shall not limit Lessee's liability under the following paragraph.

If the leased premises or any structures or improvements on the leased premises should be damaged or destroyed by fire, tornado, or other casualty, Lessee shall give immediate written notice of the damage or destruction to Lessor, including a description of the damage and, as far as known to Lessee, the cause of the damage.

If the leased premises should be totally destroyed by fire, tornado, or other casualty not the fault of Lessee or any person in or about the leased premises with the express or implied consent of Lessee, or if it should be so damaged by such a cause that rebuilding or repairs cannot reasonably be completed within sixty (60) working days, this lease

shall terminate, and rent shall be abated for the unexpired portion of this lease, effective as of the date of written notification provided for hereinabove.

If the leased premises should be damaged by fire, tornado, or other casualty not the fault of Lessee or any person in or about the leased premises with the express or implied consent of Lessee, but not to such an extent that rebuilding or repairs cannot reasonably be completed within one hundred twenty (120) working days, this lease shall not terminate, and it shall be the responsibility of Lessee to rebuild or repair said damage at Lessee's expense.

Lessee shall, at its own expense, require contractor liability insurance during the construction of all structures on the leased premises.

ARTICLE VIII.

NON-EXCLUSIVITY

Lessee agrees to operate the premises leased for the use and benefit of the public.

NOTWITHSTANDING ANYTHING HEREIN CONTAINED THAT MAY BE OR APPEAR TO THE CONTRARY, IT IS EXPRESSLY UNDERSTOOD AND AGREED THAT THE RIGHTS GRANTED UNDER THIS AGREEMENT ARE NON-EXCLUSIVE AND THE LESSOR HEREIN RESERVES THE RIGHT TO GRANT SIMILAR PRIVILEGES TO ANOTHER OPERATOR OR OTHER OPERATORS ON OTHER PARTS OF THE AIRPORT.

ARTICLE IX.FIXED BASE OPERATION

Lessee shall provide a fixed based operation (FBO) conducted seven (7) days a week during a minimum of nine (9) hours, unless otherwise agreed upon in writing by the City Manager, at Lessee's option, conducted on a 24 hour basis, which operation shall include providing all of the services and facilities to be performed and constructed by Lessee as set forth herein. Lessee shall have the right to close his business on the following days: Christmas Eve, Christmas, and Thanksgiving. Lessee agrees and understands that the Airport will be open to the public at all times.

ARTICLE X.NON-ASSIGNMENT

Lessee shall not, at any time during the term of this lease, or in any manner, either directly or indirectly, assign, sublease, hypothecate, or transfer this agreement or any interest therein without the prior written consent of Lessor. Lessor shall not unreasonably withhold consent under this provision.

Should a lending institution, in connection with either existing or new improvements require a first lien on the Lessee's leasehold interest and require collateral assignment of said lease to the financial institution, Lessor agrees this will not be violative of the lease agreement. Any assignment, hypothecation, or pledge shall not be effective without the prior written consent of the

City of Lockhart and such consent shall not be unreasonably withheld. Prior to such assignment, sublease, hypothecation, or pledge of this lease as provided for in this paragraph, Lessee shall provide Lessor's City Manager with a copy of said assignment, sublease, hypothecation, or pledge and of any and all agreements collateral thereto. In the event that the City of Lockhart approves the proposed assignment, sublease, hypothecation, or pledge a copy thereof shall be filed with the City Secretary of the City of Lockhart. It is specifically understood and agreed by the parties that any assignment of this lease or hypothecation thereof shall not create any type of lien upon the realty or create any further obligation upon Lessor as a result of such assignment or hypothecation thereof.

ARTICLE XI.

INDEMNITY

(a) Lessee shall indemnify Lessor and save it harmless from suits, actions, damages, liability and legal defense expense in connection with the loss of life, bodily or personal injury or property damage arising from or out of any occurrence in or upon the demised premises, or occasioned wholly or in part by any act or omission of Lessee, its agents, contractors, employees, servants, invitees or licensees, in their use of the demised premises, the runways and taxiways, and any other area within the City of Lockhart Airport; and

(b) Lessee shall store its property in and shall occupy the demised premises and all other portions of the City of Lockhart Airport at its own risk, and releases Lessor, to the full extent permitted by law, from all claims of every kind resulting in loss of life, personal or bodily injury or property damage; and

(c) Lessor shall not be responsible or liable at any time, for any loss or damage to Lessee's merchandise, equipment, fixtures, machinery, airplanes or airplane parts of any other business personal property of Lessee or to Lessee's business on or upon the demised premises; and

(d) Lessor shall not be responsible or liable to Lessee or to those claiming by, through or under Lessee, for any loss or damage to either the person or property of Lessee that may be occasioned by or through the acts or omissions of persons occupying adjacent, connecting or adjoining premises; and

(e) Lessor shall not be responsible or liable for any defect, latent or otherwise, on any building in the Airport area, or of any of the equipment, machinery, utilities, appliances or apparatus therein or thereupon, nor shall it be responsible or liable for any injury, loss or damage to any person or to any property of Lessee, or any other person caused by or resulting from any bursting, breakage, or by or from leakage, steam or snow or ice, running, backing up, seepage or the overflow of water or sewage in any part of said premises, or for any injury or damage caused by or

resulting from any defects or negligence in the occupancy, construction, operation or use of any said buildings, equipment, machinery, utilities, appliances or apparatus by any person or by or from the acts of negligence of any occupant of the premises; and,

(f) Lessee shall give prompt notice to Lessor in case of fire or accidents in the demised premises.

ARTICLE XII.

GENERAL RIGHTS AND DUTIES OF PARTIES

The parties hereto for themselves, their legal representative, successors and assigns, further covenant and agree as follows:

(a) Lessee agrees to observe and obey during the term of this lease, all laws, ordinances, rules and regulations promulgated and enforced by Lessor, and by any other proper authority having jurisdiction over the conduct of operations at the airport.

(b) So long as Lessee conducts its business in a fair, reasonable and workmanlike manner, Lessee shall peaceably have and enjoy the leased premises, and all the rights and privileges herein granted.

(c) With regard to permanent improvements either in place or to be placed upon the premises by Lessee, Lessee hereby agrees to the following provisions:

(i) Permanent improvements placed upon the premises by Lessee during the term of this lease shall revert to Lessor on termination of this lease.

(ii) Any permanent improvement heretofore placed upon the leased premises under some previous agreement as a sub-lessee or otherwise to a previous fixed base operator shall revert to Lessor upon termination of the lease.

(iii) Lessee shall provide proof of timely payment on all notes on improvements at a minimum of once annually by providing all appropriate documents to the City Manager of the City of Lockhart.

(iv) All loans upon existing or subsequent permanent improvements placed upon the premises by Lessee shall be paid in their entirety and any liens placed upon improvements as a result of those construction loans shall be released no later than five (5) years prior to the termination of this lease agreement.

(v) No equity or other type of loan which results in additional lien or liens on existing improvements shall be allowed without the expressed written consent of Lessor.

(d) Lessee agrees that no signs or advertising matter may be erected without the consent of Lessor.

(e) Lessee agrees to install, maintain and operate proper obstruction lights on tops of all buildings in excess of thirty feet in height to be placed on the premises described hereinabove and keep the same lighted from sunset to sunrise.

(f) Lessor hereby designates the City Manager,

City of Lockhart at its official representative with the full power to represent Lessor in all dealings with Lessee in connection with the premises herein leased. Lessor may designate by notice in writing, addressed to Lessee, other representatives from time to time and such notice shall have the same effect as if included in the terms of this agreement.

(g) Notice to Lessor as herein provided shall be sufficient if sent by registered mail, postage prepaid,, to the City Manager, of the City of Lockhart at 308 W. San Antonio Street, and notice to Lessee in the same manner, shall likewise be sufficient if addressed to Lessee at P. O. Box 1169, Lockhart, Texas 78644, or such other addresses as may be designated by Lessor to Lessee in writing from time to time.

(h) Lessee shall keep the premises, as described hereinabove, clean and all grass areas within the leased premises properly mowed. He shall dispose of all debris and other waste matter which may accumulate on the leased premises at Lessee's expense, and shall provide metal containers with proper covers for waste within the building or buildings to be erected on said premises. Should Lessee fail to mow grassy areas, or dispose of waste, trash or junked vehicles, Lessor shall have the right to do so, and Lessee shall be billed for this work. Lessee shall forthwith remit payment to Lessor, should this occur.

Maint
Notices

(i) Lessee shall pay all taxes and assessments against the buildings placed on the premises by the Lessee during the term of this agreement

(j) Lessee hereby grants a lien to the Lessor upon all property belonging to Lessee in and on the premises as a possessory pledge to secure the timely performance by Lessee of all of its obligations hereunder, including the proper payment of rent. In the event of default by Lessee, Lessor is and shall be empowered and authorized to seize and hold all of the personal property belonging to Lessee on the premises to secure such performance, to sell same at public or private sale and to apply the proceeds thereof first to pay the expenses of the sale, and to pay all amounts due Lessor hereunder, holding the balance remaining, if any, subject to Lessee's order. A copy of this agreement shall be the only warrant necessary. Lessee hereby waives any and all exemptions of such property either now or to be later located upon the leased premises.

(k) Lessee agrees and covenants that in the event that any proceedings in bankruptcy or in solvency shall be instituted against Lessee, whether voluntary or involuntary, Lessor may, at its option, declare this lease forfeited and terminated, and upon such declaration Lessee agrees to give and deliver immediate possession of the premises to Lessor.

(l) Lessor agrees to maintain the fuel tank(s) and pumping facility located upon the leased premises and to comply with all Texas Water Commission and other

governmental authority requirements as to the storage of aviation fuel. Lessee agrees to fully cooperate with Lessor in any and all ways required to assure the proper testing of the fuel facility. Lessor agrees to provide to Lessee ninety (90) days, if Lessee is to completely fill the fuel tank(s) in question. This ninety day requirement shall be waived in the event that the Lessor is required to do anything by any State or Federal Agency requiring Lessee's cooperation in which it does not have ninety (90) days within which to comply with any requirement or perform any test. Lessee hereby covenants and agrees to operate the fuel storage tank(s) and dispersal facility in a proper, safe, and workmanlike manner and agrees to indemnify and hold harmless the Lessor for any accidents, damage, fire, or other injury, personal or to property, arising out of Lessee's usage of the fuel facility. In the event that the Texas Water Commission or other governmental entity for whatever reason justified or unjustified chooses to or mandates the fuel facility or tank(s) be removed, altered, or in any other way shutdown for any period of time, this said action shall not release Lessee from his obligations under the terms of this lease. Lessor at its sole discretion, shall have the right to make decisions with regard to the fuel facility and/or tank(s) located under ground upon the leased premises, to include the removal thereof should the maintaining of the fuel facility present

a hazardous waste problem, as determined by any Federal or State agency.

(m) Lessee shall maintain all areas under the lease presently paved, and shall further ensure that those areas under lease presently paved shall be maintained in a proper and safe condition. Lessee's obligation under this subparagraph in the 1.66 acre tract shall extend only to the repair of damage caused by the operations of Lessee, its agents, invitees or employees.

(n) Lessee agrees by the terms of this lease contract to provide a list of all persons with addresses and phone numbers, who have or will have in the future T-Hanger spots as owners or tenants on a periodic basis, as mandated time to time by Lessor, but in no event, less than once per year. Lessee shall also provide to Lessor a copy of the agreements made between Lessee and all persons having T-Hanger spots. *Annual Report*

(o) Lessee agrees to provide an annual report to Lessor on the names of all persons and/or entities owning aircraft or operating aircraft at the Lockhart Airport who are using the tie-down facilities on a monthly or periodic basis, effective the date of this lease. Lessee further acknowledges and agrees that upon the sole discretion of Lessor, these reports may be at some other period of time of less than one year.

(p) Lessee shall have the right to the non-exclusive use, in common with others, of the airport parking areas, appurtenances and improvements thereon;

(q) Lessee shall have the right to install, operate, maintain, repair and store, subject to approval of Lessor in the interests of the safety and convenience of all concerned, all equipment necessary for the conduct of Lessee's business;

(r) Lessee shall have the right of ingress to and egress from the demised premises, which right shall extend to Lessee's employees, passengers, guests, invitees and patrons;

(s) Lessee shall have the right in and on the demised premises to locate, maintain and operate full aircraft servicing facilities, to sell aircraft, engine, accessories and parts, and to provide storage space for aircraft, a repair shop for the repairing and servicing of aircraft engines, instruments, propellers and accessories in connection with said business; the right to conduct such activities shall apply to aircraft of other persons as well as aircraft belonging to Lessee. Said property is not to be used for any purposes other than those authorized herein without the written consent of Lessor; airport and facilities, particularly hangars, are to be used only for aeronautical purposes;

(t) Lessee shall have the right to give flying instructions; to provide pilots for operating planes for others and to carry passengers and freight for hire, subject to all appropriate laws of the Federal Government, the State of Texas, the ordinances of the City of Lockhart and the

requirements of the FAA or any other duly authorized governmental agency;

(u) Lessee shall have the right in common with others authorized so to do, to use common areas of the airport, including runways, taxiways, aprons, roadways, floodlights, landing lights, signals and other conveniences for the take-off, flying and landing of aircraft of Lessee;

(v) Lessee shall have the right to install, operate and maintain a licensed radio and operator for a fixed based operation.

(w) Lessor reserves the right to further develop or improve the landing area of the airport as it sees fit, regardless of the desires or view of the Lessee, and without interference or hindrance.

ARTICLE XIII.

ABATEMENT DUE TO AIRPORT CLOSURE

During any period when the Airport shall be closed by any lawful authority restricting the use of the Airport in such a manner as to interfere with the use of same by Lessee for its business operations, the rent shall abate and the period of such closure shall be added to the term of this lease so as to extend and postpone the expiration thereof.

ARTICLE XIV.

POLICE PROTECTION

Lessor does not guarantee police protection to Lessee and his property, and Lessor shall not be responsible for injury or harm to any person or for any property belonging

to Lessee, his officers, agents, servants, employees, contractors, licensees or invitees which may be stolen, destroyed or in anyway damaged, and Lessee hereby indemnifies and holds harmless Lessor, its officers, agents, servants, and employees from and against any and all such claim.

ARTICLE XV.

RIGHT OF ENTRY BY LESSOR

Lessor reserves the right to enter and view the premises at any and all times for the purpose of making any inspection it may deem expedient to the property enforcement of any of the covenants or conditions of this agreement.

ARTICLE XVI.

AERIAL APPROACHES

Lessor reserves the right to take any action it considers necessary to protect the aerial approaches of the airport against obstructions, together with the right to prevent Lessee from erecting, or permitting to be erected, any building or other structure on the leased or adjacent property which, in the opinion of Lessor, would limit the usefulness of the airport or constitute hazards to air navigation.

ARTICLE XVII.

NATIONAL EMERGENCY

During time of war or national emergency, Lessor shall have the right to lease the landing area or any part thereof to the United States Government for military or naval use;

and, if any such lease is executed, the provisions of this instrument insofar as they are inconsistent with the provisions of the lease to the Government, shall be suspended.

ARTICLE XVIII.

LEASE SUBORDINATE

This lease shall be subordinate to the provisions of any existing or future agreement between Lessor and the State of Texas and/or the United States, relative to the operation or maintenance of the airport, the execution of which has been, or may be required, as a condition precedent to the expenditure of Federal funds for the development of the Airport.

ARTICLE XIX.

GENERAL PROVISIONS

(a) This Agreement embraces the entire agreement between the parties hereto and no statement, remark, agreement, or understanding, oral or written, not contained herein shall be recognized or enforced. This Agreement may be modified only by written addendum hereto signed by all of the parties.

(b) This agreement shall be binding upon the successors, heirs, assigns and legal representatives of the Lessor and Lessee.

(c) For the purpose of this Agreement, the singular number shall include the plural, and masculine

shall include the feminine and vice versa, whenever the context so admits.

(d) The captions and headings in this Agreement are inserted solely for convenience of references, and are not a part of nor intended to govern, limit and/or aid in the construction of any provision hereof.

(e) Each of the parties heretofore been represented by the attorneys of their choice in the negotiation and drafting of this Agreement, and the same shall not be construed in favor of either party.

(f) This Contract shall be governed by the laws of the State of Texas and construed thereunder, and is performable in Caldwell County, Texas.

(g) If any section, paragraph, sentence or phrase hereof is held to be illegal or unenforceable by a Court of competent jurisdiction, such illegality or unenforceability shall not affect the remainder of this Contract.

(h) Lessor agrees, during the term of this lease and any extensions hereunder, to allow reasonable ingress and egress to the property leased thereunder.

(i) Lessee shall pay or cause to be paid all charges for water, heat, gas, electricity, sewer, commercial refuse pickup, and any and all other utilities used on the leased premises throughout the terms of this lease, including any connection fees.

(j) The Lessee and its successor and assigns will complete a Federal Aviation Administration (FAA) Form 7460-

1, "Notice of Proposed Construction or Alteration", and receive a favorable determination from FAA prior to any construction on the property.

(k) The following events shall be deemed to be events of default by Lessee under this lease:

- (1) Lessee fails to pay any installment of rent under this lease and the failure continues for a period of thirty (30) days.
- (2) Lessee fails to comply with any term, provision, or covenant of this lease, other than payment of rent, and does not cure the failure within thirty days after written notice of the failure to Lessee.
- (3) Lessee makes an assignment for the benefit of creditors.
- (4) Lessee deserts any substantial portion of the premises for a period of ten (10) or more days.
- (5) The abandonment of the leased premises or discontinuance of Lessee's business operations. Should this occur, Lessor shall not be responsible for the custodial protection of merchandise, fixtures or equipment abandoned, even though it is necessary for Lessor to

remove the same from the leased premises for storage or disposal.

Upon default by Lessee of any terms hereunder, Lessee shall surrender the premises upon demand by Lessor without notice, protest, or recourse.

(l) Public common areas, public parking lots, public rights-of-ways, public buildings or public roads shall not be considered to be "leased property" on any tract of land fully leased by Lessee.

(m) It is understood and agreed that by execution of this lease, the City of Lockhart does not waive or surrender its governmental powers.

IN WITNESS WHEREOF, the parties have hereunto set their hands and signatures the day and year first above written.

LESSOR:

CITY OF LOCKHART

BY: *M. Louis Cisneros*
M. LOUIS CISNEROS, MAYOR

ATTEST:

Gwen Barrett
GWEN BARRETT, CITY SECRETARY

LESSEE:

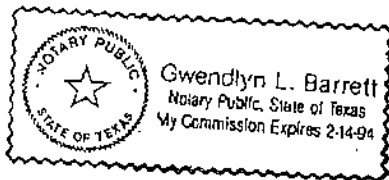
Stanley B. Martin
STANLEY MARTIN 1008 W. LIVE OAK

Palmer Martin
PALMER MARTIN

THE STATE OF TEXAS *
*
COUNTY OF CALDWELL *

BEFORE ME, the undersigned authority, on this day personally appeared M. LOUIS CISNEROS, Mayor of the CITY OF LOCKHART, TEXAS, a municipal corporation, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and consideration therein expressed and in the capacity therein stated and as the act and deed of said corporation.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, on this the 22 day of November, A.D., 1991.

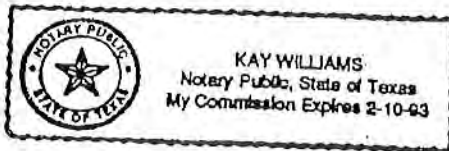


Gwendlyn L. Barrett
NOTARY PUBLIC - STATE OF TEXAS

THE STATE OF TEXAS *
*
COUNTY OF CALDWELL *

BEFORE ME, the undersigned authority, on this day personally appeared STANLEY MARTIN, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and consideration therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, on this the 15th day of November, A.D., 1991.

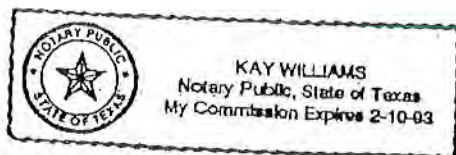


Kay Williams
NOTARY PUBLIC - STATE OF TEXAS

THE STATE OF TEXAS *
*
COUNTY OF CALDWELL *

BEFORE ME, the undersigned authority, on this day personally appeared PALMER MARTIN, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and consideration therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, on this the 15th day of November, A.D., 1991.



Kay Williams
NOTARY PUBLIC - STATE OF TEXAS

EXHIBIT B

AMENDMENT TO AIRPORT LEASE

This Lease Amendment is made and entered into this the 17th day of October, 2000, by and between the City of Lockhart, hereafter referred to as "the City" or "Lessor," and Stanley B. Martin and Palmer R. Martin, hereafter referred to as "Lessee."

I.

Lessor and Lessee have heretofore entered into a ground lease/ fixed base operator agreement, dated November 1, 1991. This lease was for 4.15 acres of land (more or less). Subsequent to that, on April 25, 1996, an Amendment and Correction was made, correcting the actual acreage in the "tie down" area, to reflect that rather than 1.66 acres, the actual acreage was in fact 2.022 acres. Other revisions and corrections were contained within that document.

II.

Lessee hereby agrees, and by this document hereby does RELEASE and RELINQUISH all properties not contained within EXHIBIT A, being a metes and bounds survey of 1.701 acres of land in the Esther Berry Survey, it being the intent of the parties that Lessee's leasehold interest shall consist only of the 1.701 acres therein described. Lessee acknowledges that he will have no further control over any properties previously leased, unless by other written agreement between the parties.

III.

In consideration of this release and relinquishment of properties under lease, Lessee hereby agrees and by this document does EXTEND the lease term in Paragraph III of the Airport Lease. Therefore, lessee's leasehold interest in the 1.701 acres described in Exhibit A shall expire at 12:00 o'clock midnight, October 31, 2020.

IV.

This amendment is subject to FAA/Texas Department of Transportation approval. Acceptance by Lessor and Lessee of the terms of this document shall be provisional until such time as all appropriate agencies have approved same.

V.

Approval by the parties to this document shall act as further ratification of all contents of the Lease Agreement, and document entitled "Amendment and Correction to Existing Lease Agreement", dated April 25, 1996, unless specifically amended herein.

IN WITNESS WHEREOF, the parties have hereunto set their hands and signatures the day and year first above written.

LESSOR:

CITY OF LOCKHART

BY: *Ray Sanders*
RAYMOND SANDERS, MAYOR

ATTEST:

Connie Ortiz
CITY SECRETARY

LESSEE:

Stanley Martin
STANLEY MARTIN

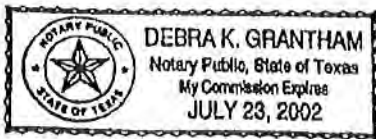
Palmer Martin
PALMER MARTIN

THE STATE OF TEXAS

COUNTY OF CALDWELL

BEFORE ME, the under signed authority, on this day personally appeared RAYMOND SANDERS, Mayor of the CITY OF LOCKHART, TEXAS, a municipal corporation, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and consideration therein expressed and in the capacity therein stated and as the act and deed of said corporation.

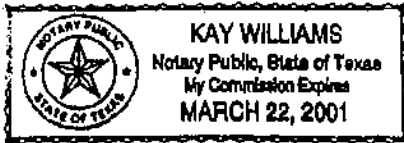
GIVEN UNDER MY HAND AND SEAL OF OFFICE, on this the 12th day of January, 2000 2001



Debra K Grantham
NOTARY PUBLIC, STATE OF TEXAS

BEFORE ME, the undersigned authority, on this day personally appeared STANLEY MARTIN and PALMER MARTIN, known to me to be the persons whose names are subscribed to the foregoing instrument, and acknowledged to me that they executed the same for the purposes and consideration therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, on this the 5th day of January, 2000, 2001



Kay Williams

NOTARY PUBLIC, STATE OF TEXAS

EXHIBIT "A"

State of Texas)
County of Caldwell)

BEING A 1.701 acre lease tract situated in the Esther Berry Survey, Abstract 1, City of Lockhart, Caldwell County, Texas. Said 1.701 acre lease tract being more particularly described by metes and bounds as follows:

COMMENCING at a 5/8 inch iron rod found at the most easterly southeast corner of a lease tract said to contain 2.493 acres as described in a survey performed by Claude F. Hinkle, Sr., TX RPLS #1612 and dated March 11, 1996;

THENCE along the most easterly line of said called 2.493 acre lease tract, North 02°50'00" East (reference bearing), a distance of 448.37 feet to a 5/8 inch iron rod found at the northeast corner of said called 2.493 acre lease tract;

THENCE with the north line of said called 2.493 acre lease tract, North 86°54'15" West, a distance of 228.95 feet to a 5/8 inch iron rod found for the northwest corner of said called 2.493 acre lease tract;

THENCE with the west line of said called 2.493 acre lease tract, South 03°09'47" West, for a distance of 115.32 feet to a point in the most northerly line of the herein described lease tract;

THENCE North 86°55'11" West, a distance of 5.20 feet to the most northerly northwest corner and POINT OF BEGINNING of the herein described lease tract;

THENCE with the most northerly line of the herein described lease tract, South 86°55'11" East, a distance of 121.96 feet to a point for the most northerly northeast corner of the herein described lease tract;

THENCE South 01°24'45" West, at 93.91 feet passing the most northerly northeast corner of Building "B" as shown on the attached plat and continuing for a total distance 108.86 feet to an interior corner of said Building "B";

THENCE South 88°59'28" East, a distance 15.34 feet to a exterior corner of said Building "B";

THENCE South 01°00'32" West, a distance 21.42 feet to a exterior corner of said Building "B";

THENCE North 88°59'28" West, a distance 15.49 feet to a interior corner of said Building "B";

THENCE South 01°24'45" West, at 86.24 feet passing the most southerly southeast corner of said Building "B" and continuing for a total distance 126.24 feet to the northeast corner of Building "A" as shown on the attached plat;

THENCE along the east line of said Building "A", South 01°33'44" West, a distance 124.60 feet to the southeast corner said Building "A" for the most southerly southeast corner of the herein described lease tract;

THENCE along the south line of said Building "A", North 88°26'18" West, a distance 120.53 feet to the southwest corner said Building "A";

THENCE along the west line of said Building "A", North 01°34'52" East, a distance 5.07 feet to an interior corner of the herein described lease tract;

THENCE North 86°25'41" West, a distance 109.14 feet to a point for the most westerly southwest corner of the herein described lease tract;

THENCE North 03°46'29" East, a distance 260.34 feet to a point for the most westerly northwest corner of the herein described lease tract;

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THENCE South 87°08'43" East, a distance 91.72 feet to an interior corner of the herein described lease tract;

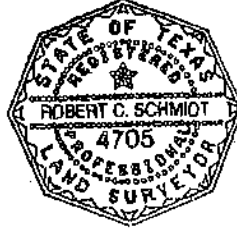
THENCE North 04°07'59" East, a distance of 117.50 feet to the POINT OF BEGINNING and containing 1.701 acres of land.

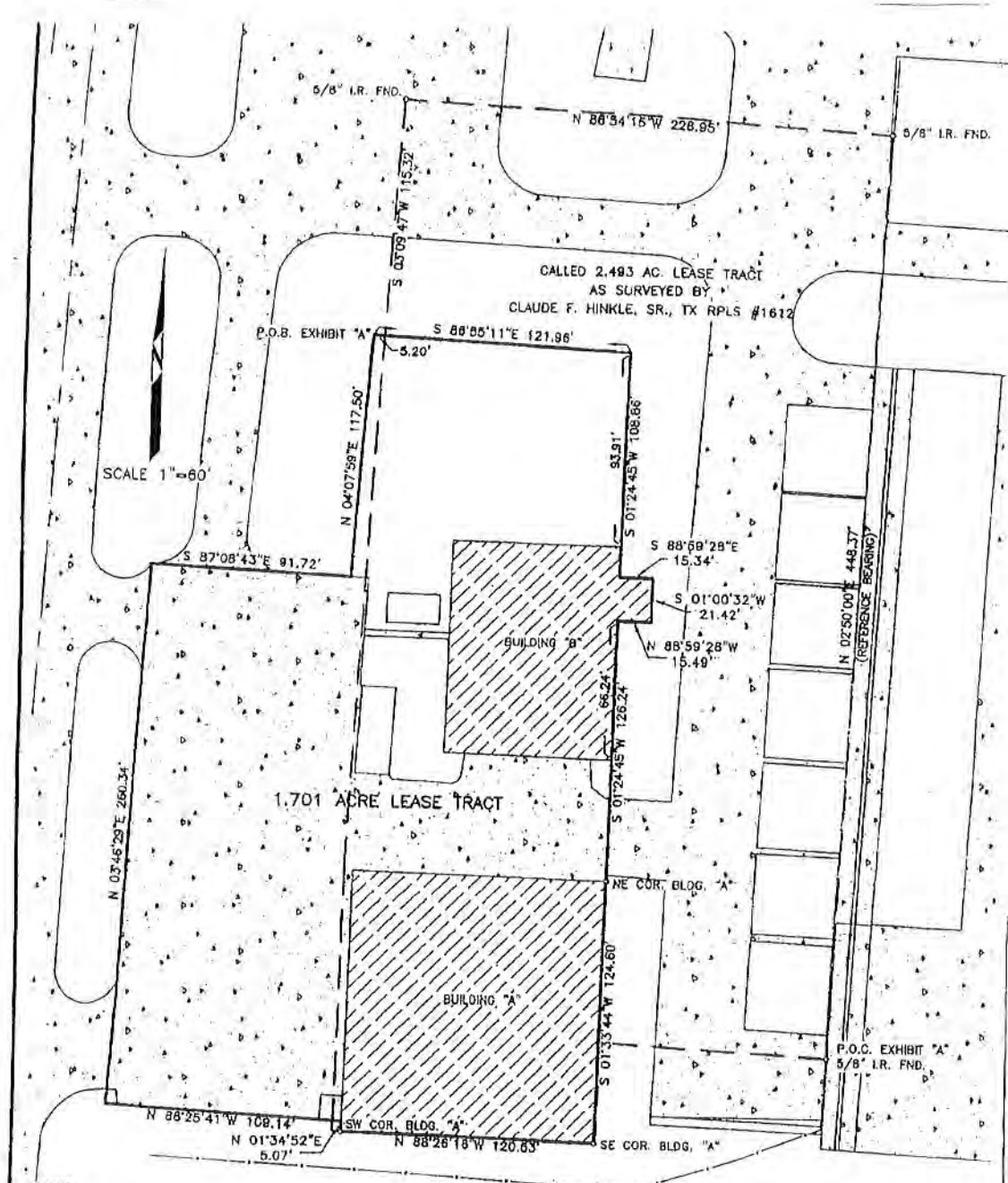
Notes:

1. Bearings are based on the east line of a called 2.493 acre lease tract as described by a survey performed by Claude F. Hinkle, Sr., TX RPLS #1812 and dated March 11, 1986.
2. This survey is valid only if it bears the seal and original signature of the surveyor.
4. See EXHIBIT "B" for Plat of the above description.

September 19, 2000

Robert C. Schmidt, Jr.
Robert C. Schmidt, TX RPLS #4705





NOTES:

1. Bearings are based on the east line of a called 2.493 acre lease tract as described by a survey performed by Claude F. Hinkle, Sr., TX RPLS # 1612 and dated March 11, 1996.
2. The surveyor has not abstracted the property. This survey was performed without the benefit of a current abstract of property or title report and may be subject to any conditions, easements, restrictions, additions, or exceptions that a current title opinion might disclose.
3. This survey is valid only if it bears the seal and original signature of the surveyor.
5. See EXHIBIT "A" for metes and bounds description.

The information shown on this plat is based on a survey performed on the ground under my supervision and completed September 19, 2000. It is my professional opinion that this map represents the facts as found.

Robert C. Schmidt
 Robert C. Schmidt, RPLS
 Texas Registered Professional
 Land Surveyor No. 4705



EXHIBIT 'B'
PLAT SHOWING A 1.701 ACRE LEASE TRACT
IN THE CITY OF LOCKHART
ESTHER BERRY SURVEY, ABSTRACT 1
CALDWELL COUNTY, TEXAS

OE O'MALLEY ENGINEERS

1306 NORTH PARK BRENHAM, TEXAS
 (409) 836-7937 FAX (409) 836-7936

JOB NO. 479.09 LG DWG. NO. FINALLSE.DWG

City of Lockhart, Texas

Council Agenda Item Briefing Data

COUNCIL MEETING DATE: October 20, 2020

AGENDA ITEM CAPTION: Discussion and/or action regarding confirmation of Civil Service Commission member reappointment of Ms. Yolanda Strey for a three (3) year term as recommended by the City Manager.

ORIGINATING DEPARTMENT AND CONTACT: Steve Lewis, City Manager

ACTION REQUESTED:

ORDINANCE RESOLUTION CHANGE ORDER AGREEMENT
 APPROVAL OF BID AWARD OF CONTRACT CONSENSUS OTHER

BACKGROUND/SUMMARY/DISCUSSION: Ms. Strey has served on the commission for the past 6 years (two 3-year terms), and as the commission vice-chairman since 2017. According to Civil Service regulations, she can be reappointed for a third term (3 years long). Ms. Strey has graciously agreed to continue serving on the commission for an additional term expiring January 1, 2024.

Both the City Manager and Civil Service Director concur that Ms. Strey has been an asset to the community by serving on the commission.

PROJECT SCHEDULE (if applicable): N/A

AMOUNT & SOURCE OF FUNDING: N/A

Finance Review initials _____

Funds Required:

Account Number:

Funds Available:

Account Name:

FISCAL NOTE (if applicable): N/A

Previous Council Action: N/A

COMMITTEE/BOARD/COMMISSION ACTION: N/A

STAFF RECOMMENDATION/REQUESTED MOTION: Both the City Manager and Civil Service Director recommend that Council confirm, by vote, the reappointment of Ms. Yolanda Strey as respectfully requested.

LIST OF SUPPORTING DOCUMENTS: History – December 5, 2017 City Council minutes.

Department Head initials:

City Manager's Review:

HISTORY

A. DISCUSS MINUTES OF THE CITY COUNCIL MEETING OF NOVEMBER 16 AND NOVEMBER 21, 2017.

Mayor White requested corrections to the minutes. There were none.

B. DISCUSS REQUEST THAT THE WALL OF REMEMBRANCE AND ETERNAL FOUNTAIN PROJECT DISCUSSION BE TABLED UNTIL THE JANUARY 2, 2018 COUNCIL MEETING SINCE ENGINEERING DRAWINGS WERE NOT PROVIDED TO STAFF TO STUDY IN ORDER TO MAKE A RECOMMENDATION TO THE COUNCIL ABOUT THE PROPOSED PROJECT AS DIRECTED BY COUNCIL AT THE NOVEMBER 21, 2017 MEETING.

There was no discussion.

C. DISCUSS RENEWAL OF INTER-LOCAL AGREEMENT WITH THE PLUM CREEK WATER PARTNERSHIP WHICH REQUIRES LOCKHART TO CONTRIBUTE \$2,686.00 ANNUALLY AS ITS PROPORTIONATE SHARE OF THE FUNDING REQUIRED FOR THE COORDINATOR AND RELATED EXPENSES NECESSARY TO PERFORM THE DUTIES OF THAT POSITION TO IMPLEMENT THE PLUM CREEK WATERSHED PROTECTION PLAN, AND AUTHORIZING THE CITY MANAGER TO SIGN THE AGREEMENT, IF APPROVED.

Mr. Rodgers stated that several governmental entities have been involved with the program and that the contract has been in place for several years. Nick Dornak is the Coordinator with the Plum Creek Water Partnership (PCWP) and is charged with monitoring water quality. Each entity contributes to the annual fees. Mr. Rodgers recommended approval.

D. DISCUSS CONFIRMATION OF CIVIL SERVICE COMMISSION MEMBER REAPPOINTMENT OF MS. YOLANDA STREY FOR A THREE (3) YEAR TERM AS RECOMMENDED BY THE CITY MANAGER.

Mr. Rodgers stated that Ms. Strey has served on the commission for the past three years. According to Civil Service regulations, she can be reappointed for a second three-year term. Ms. Strey has graciously agreed to continue serving on the commission. Both the City Manager and Civil Service Director concur that she has been an asset to the Civil Service Commission and recommend approval.

E. DISCUSS CITY MANAGER'S RECOMMENDATION OF CHANGE ORDER #2 IN THE AMOUNT OF \$3,431.00 AMENDING THE CURRENT CONTRACT TO \$797,318.50 WITH MA SMITH CONTRACTING CO., INC. TO CHANGE THE GRADE OF PAVING MATERIAL FROM TYPE C TO TYPE D TO IMPROVE SURFACE TEXTURE ON ASH, COMAL, AND PINE STREETS, AND APPOINTING THE MAYOR TO SIGN THE CHANGE ORDER, IF APPROVED.

Mr. Rodgers stated that the change from Type C surface material to Type D surface material will provide a better riding surface and workability during the placement during cooler weather. Sufficient funds are available to cover the change order. Mr. Rodgers recommended approval.

HISTORY

Mr. Gibson stated that proposed development would change the City Line Road extension north of San Antonio Street from an arterial to a collector street, and will redirect it to provide access to a currently landlocked parcel on the south side of the railroad. Because the City Line Road extension north of San Antonio Street will be reduced from an arterial to a collector street, and will ultimately go through future single-family residential areas west of the Windridge Subdivision, the name is proposed to be changed to Windsor Boulevard, as indicated on the plat for The Stanton Development. There was discussion regarding the segments of City Line Road south of San Antonio Street being changed to Windsor Boulevard.

Mr. Gibson presented four alternative thoroughfare alignments – A, B, C, and D and stated that the Planning and Zoning Commission recommended approval of Option B.

Mayor White requested citizens in favor of the proposed amendment to address the Council.

Doug Spillman, 1701 Silent Valley Road, spoke in favor of proposed Option C, that was originally recommended by staff.

Mayor White requested citizens against the proposed amendment to address the Council. There were none. He closed the public hearing at 8:40 p.m.

ITEM 4-C. DISCUSSION AND/OR ACTION TO CONSIDER RESOLUTION 2017-21 OF THE CITY OF LOCKHART, TEXAS, AMENDING THE LAND USE PLAN MAP (FIGURE 3.2) AND THOROUGHFARE PLAN MAP (FIGURE 4.9) OF THE LOCKHART 2020 COMPREHENSIVE PLAN.

Mayor Pro-Tem Sanchez made a motion to approve Resolution 2017-21, with Option B as the amendment. Councilmember Michelson seconded. The motion passed by a vote of 7-0.

ITEM 5. CONSENT AGENDA.

Mayor Pro-Tem Sanchez made a motion to approve consent agenda items 5A, 5B, 5C, 5D, and 5E. Councilmember Westmoreland seconded. The motion passed by a vote of 7-0.

The following are the consent agenda items that were approved:

- 5A: Approve minutes of the City Council meeting of November 16 and November 21, 2017.
- 5B: Approve request that the Wall of Remembrance and Eternal Fountain project discussion be tabled until the January 2, 2018 Council meeting since engineering drawings were not provided to staff to study in order to make a recommendation to the Council about the proposed project as directed by Council at the November 21, 2017 meeting.
- 5C: Approve renewal of inter-local agreement with the Plum Creek Water Partnership which requires Lockhart to contribute \$2,686.00 annually as its proportionate share of the funding required for the coordinator and related expenses necessary to perform the duties of that position to implement the Plum Creek Watershed Protection Plan, and authorizing the City Manager to sign the agreement, if approved.
- 5D: Confirm Civil Service Commission member reappointment of Ms. Yolanda Strey for a three (3) year term as recommended by the City Manager.
- 5E: Approve City Manager’s recommended Change Order #2 in the amount of \$3,431.00 amending the current contract to \$797,318.50 with MA Smith Contracting Co., Inc. to change the grade of paving material from Type C to Type D to improve surface texture on Ash, Comal, and Pine Streets, and appointing the Mayor to sign the change order, if approved.

City of Lockhart, Texas

Council Agenda Item Briefing Data

COUNCIL MEETING DATE: October 20, 2020

AGENDA ITEM CAPTION: Consider, Review, and Acceptance of 4th Quarter FY 2020 Investment Report.

ORIGINATING DEPARTMENT AND CONTACT: Finance – Pam Larison

ACTION REQUESTED:

- ORDINANCE RESOLUTION CHANGE ORDER AGREEMENT
 APPROVAL OF BID AWARD OF CONTRACT CONSENSUS OTHER

BACKGROUND/SUMMARY/DISCUSSION: The Texas Public Funds Investment Act requires local governments to review and accept Quarterly Investment Reports for each quarterly reporting period of the year. The 4th quarter for Fiscal Year 2020, ending September 30, 2020 is provided for your review.

PROJECT SCHEDULE (if applicable):

AMOUNT & SOURCE OF FUNDING:

Funds Required: 0
Account Number: n/a
Funds Available: n/a
Account Name: n/a

Finance Review initials



FISCAL NOTE (if applicable):

Previous Council Action:

COMMITTEE/BOARD/COMMISSION ACTION:

STAFF RECOMMENDATION/REQUESTED MOTION: Staff respectfully request a motion to accept the 4th Quarter FY 2020 Investment Report.

LIST OF SUPPORTING DOCUMENTS:

4th Quarter FY 2020 Investment Report

Department Head initials:



City Manager's Review:



CITY OF LOCKHART

Quarterly Investment Report
For the Quarter Ended September 30, 2020

October 20, 2020


CITY of LOCKHART
Quarterly Investment Report
For the Quarter Ended September 30, 2020

This report is presented in accordance with the Texas Government Code, Title 10, Chapter 2256, Public Funds Investment; Section 2256.023 known as the "Public Funds Investment Act". Attached is a detailed City of Lockhart investment report for the period July 1, 2020 through September 30, 2020. The Investment Portfolio Summary reports the beginning and ending book values and market values for the quarterly reporting period as follows:

Investment Portfolio		
	Book Value	Market Value
<u>July 1, 2020</u>		
Cash	2,956,624	2,956,624
Marketable Securities	0	0
Investment Pools	26,609,095	26,620,143
Certificates of Deposits	0	0
Total:	29,565,719	29,576,768
<u>September 30, 2020</u>		
Cash	2,897,708	2,897,708
Marketable Securities	0	0
Investment Pools	25,283,504	25,289,415
Certificates of Deposits	0	0
Total:	28,181,213	28,187,124

Fund Availability		
<u>July 1, 2020</u>		
Unrestricted Funds	9,570,291	9,570,291
Restricted Funds	19,995,428	20,006,477
Total Funds	29,565,719	29,576,768
<u>September 30, 2020</u>		
Unrestricted Funds	10,223,016	10,223,016
Restricted Funds	17,958,196	17,964,107
Total Funds	28,181,213	28,187,124

The investment portfolio, at all times during the quarter, complied with the Public Funds Investment Act and the City of Lockhart Investment Policy. TexPool, Texas CLASS and TexSTAR were also in compliance with the Public Funds Investment Act and the City of Lockhart Investment Policy throughout the quarter.


 Pam Larison
 Finance Director

10/13/20
 Date

CITY of LOCKHART
Investment Portfolio Summary
For the Quarter Ended September 30, 2020

	Investment Portfolio			
	Book Value	% of Total	Market Value	% of Total
<u>July 1, 2020</u>				
Cash	2,956,624	10.0%	2,956,624	10.0%
Marketable Securities	0	0.0%	0	0.0%
Investment Pools	26,609,095	90.0%	26,620,143	90.0%
Certificates of Deposits	0	0.0%	0	0.0%
Portfolio Total	29,565,719	100.0%	29,576,768	100.0%
<u>September 30, 2020</u>				
Cash	2,897,708	10.3%	2,897,708	10.3%
Marketable Securities	0	0.0%	0	0.0%
Investment Pools	25,283,504	89.7%	25,289,415	89.7%
Certificates of Deposits	0	0.0%	0	0.0%
Portfolio Total	28,181,213	100.0%	28,187,124	100.0%
<u>Change in Value</u>				
Cash	(58,916)		(58,916)	
Marketable Securities	0		0	
Investment Pools	(1,325,590)		(1,330,728)	
Certificates of Deposits	0		0	
Portfolio Total	(1,384,506)		(1,389,644)	
<u>Maturity Data</u>				
	Book Value @ 9/30/2020	Weighted Average Maturity	Yield to Maturity	
Cash	2,897,708	0 Days	1.18%	
Marketable Securities	0	0 Days	0.00%	
Investment Pools - Texas CLASS	11,413,403	56 Days *	0.24%	
Investment Pools - TexPool	5,435,003	38 Days *	0.15%	
Investment Pools - TexSTAR	8,435,099	44 Days *	0.13%	
Certificates of Deposits	0	0 Days	0.00%	
	28,181,213	43 Days	0.29%	

Benchmark - 4 Week Treasury Bills - Secondary Market @ September 30, 2020 0.08%

* Weighted Average Maturity of Pool Investments - City funds are available from pools upon request.

<u>Total Return On Investment</u>	Interest Earned
Cash	7,072
Marketable Securities	0
Investment Pools - Texas CLASS	9,819
Investment Pools - TexPool	2,731
Investment Pools - TexSTAR	3,541
Certificates of Deposits	0
Total Return on Investment	23,163

CITY OF LOCKHART
Cash Accounts (as reconciled to FLNB)
For the Quarter Ended September 30, 2020

General Operating Account - FLNB		
		<u>Value</u>
July 1, 2020	\$	2,956,624
Deposits		8,434,306
Withdrawals		(8,500,294)
Interest Earned		7,072
September 30, 2020	\$	2,897,708

Total Cash Accounts		
		<u>Value</u>
July 1, 2020	\$	2,956,624
Deposits		8,434,306
Withdrawals		(8,500,294)
Interest Earned		7,072
September 30, 2020	\$	2,897,708

CITY of LOCKHART
Marketable Securities Transaction Summary
For the Quarter Ended September 30, 2020

<u>Holdings During the Quarter</u>														
Type of Security	CUSIP	Purchase Date	Par Value	Coupon Rate	Date of Maturity	Yield to Maturity	Purchase Price	Quarterly Interest Earned	Beginning Value @ Par	Beginning Book Value	Beginning Market Value	Ending Value @ Par	Ending Book Value	Ending Market Value
				0.34%					July 1, 2020			September 30, 2020		
Totals			\$ -				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

<u>Purchases</u>									
Type of Security	CUSIP	Purchase Date	Par Value	Coupon Rate	Date of Maturity	Yield to Maturity	Settlement Total	Price	Accrued Interest
				0.22%					
Totals			\$ -				\$ -		\$ -

<u>Maturities</u>							
Type of Security	CUSIP	Purchase Date	Par Value	Coupon Rate	Date of Maturity	Yield to Maturity	Settlement Total
Totals			\$ -	0.59%			\$ -

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CITY OF LOCKHART
Investment Pool Transactions Summary
For the Quarter Ended September 30, 2020

TexPool					
	<u>Book Value</u>	<u>Market Value</u>	<u>Net Asset Value</u>	<u>Weighted Aver. Maturity</u>	<u>Average Monthly Yield</u>
July 1, 2020	6,773,953	6,775,918	1.00029	36 Days	0.2200%
Deposits	3,645,000				
Withdrawals	(4,986,682)				
Interest Earned	2,731				
September 30, 2020	5,435,003	5,436,742	1.00032	38 Days	0.1500%

Texas CLASS					
	<u>Book Value</u>	<u>Market Value</u>	<u>Net Asset Value</u>	<u>Weighted Aver. Maturity</u>	<u>Average Monthly Yield</u>
July 1, 2020	11,403,584	11,410,535	1.00061	51 Days	0.5900%
Deposits	0				
Withdrawals	0				
Interest Earned	9,819				
September 30, 2020	11,413,403	11,415,406	1.00018	56 Days	0.2362%

TexSTAR					
	<u>Book Value</u>	<u>Market Value</u>	<u>Net Asset Value</u>	<u>Weighted Aver. Maturity</u>	<u>Average Monthly Yield</u>
July 1, 2020	8,431,557	8,433,691	1.00025	31 Days	0.1974%
Deposits	0				
Withdrawals	0				
Interest Earned	3,541				
September 30, 2020	8,435,099	8,437,266	1.00026	44 Days	0.1339%

CITY of LOCKHART
Certificates of Deposit Transaction Summary
For the Quarter Ended September 30, 2020

Holdings During the Quarter

<u>CD Number</u>	<u>Holder</u>	<u>Purchase Date</u>	<u>Face Value</u>	<u>Interest Rate</u>	<u>Date of Maturity</u>	<u>Yield to Maturity</u>	<u>Purchase Price</u>	<u>Quarterly Interest Earned</u>	<u>Beginning</u>		<u>Ending</u>	
									<u>Face Value</u>	<u>Market Value</u>	<u>Face Value</u>	<u>Market Value</u>
									July 1, 2020		September 30, 2020	
			\$ -				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Purchases

<u>CD Number</u>	<u>Holder</u>	<u>Purchase Date</u>	<u>Face Value</u>	<u>Interest Rate</u>	<u>Date of Maturity</u>	<u>Yield to Maturity</u>	<u>Purchase Price</u>
			\$ -				\$ -

Maturities

<u>CD Number</u>	<u>Holder</u>	<u>Purchase Date</u>	<u>Face Value</u>	<u>Interest Rate</u>	<u>Date of Maturity</u>	<u>Yield to Maturity</u>	<u>Settlement Total</u>
			\$ -				\$ -

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City of Lockhart
Investment Pools
Standard and Poor's Ratings

<u>Month</u>	<u>TexPool</u>	<u>TexSTAR</u>	<u>Texas CLASS</u>
October-19	AAAm	AAAm	AAAm
November-19	AAAm	AAAm	AAAm
December-19	AAAm	AAAm	AAAm
January-20	AAAm	AAAm	AAAm
February-20	AAAm	AAAm	AAAm
March-20	AAAm	AAAm	AAAm
April-20	AAAm	AAAm	AAAm
May-20	AAAm	AAAm	AAAm
June-20	AAAm	AAAm	AAAm
July-20	AAAm	AAAm	AAAm
August-20	AAAm	AAAm	AAAm
September-20	AAAm	AAAm	AAAm

City of Lockhart
Bank Collateralization
Standard and Poor's Ratings

<u>Month</u>	<u>FLNB Collateralization *</u>
October-19	AAA
November-19	AAA
December-19	AAA
January-20	AAA
February-20	AAA
March-20	AAA
April-20	AAA
May-20	AAA
June-20	AAA
July-20	AAA
August-20	AAA
September-20	AAA

* Guaranteed by US government (AAA)

City of Lockhart, Texas

Council Agenda Item Briefing Data

COUNCIL MEETING DATE: October 20, 2020

AGENDA ITEM CAPTION:

Discussion and/or action to consider a request by Ronda Reagan for a determination of eligibility for a Tax Abatement (TA-20-01) pursuant to Chapter 28 "Historic Districts and Landmarks", Division 2 "Tax Abatement", of the Lockhart Code of Ordinances, for interior and exterior improvements to a registered Historical Landmark single-family dwelling located at 412 West San Antonio Street.

ORIGINATING DEPARTMENT AND CONTACT: Planning Department – Dan Gibson, City Planner

ACTION REQUESTED:

- | | | | |
|--|--|---|------------------------------------|
| <input type="checkbox"/> ORDINANCE | <input type="checkbox"/> RESOLUTION | <input type="checkbox"/> CHANGE ORDER | <input type="checkbox"/> AGREEMENT |
| <input type="checkbox"/> APPROVAL OF BID | <input type="checkbox"/> AWARD OF CONTRACT | <input checked="" type="checkbox"/> CONSENSUS | <input type="checkbox"/> OTHER |

BACKGROUND/SUMMARY/DISCUSSION:

Division 2 of the Historic Districts and Landmarks ordinance provides for tax abatements to mitigate the cost of eligible improvements to structures that are within a historical district or that are a designated historical landmark. The owner of the home located at 412 West San Antonio Street has applied for a tax abatement for multiple interior and exterior improvements, including gas line replacements, HVAC installation, exterior wall repainting, wood siding replacement, and window restoration. This is the first application submitted to the City for tax abatement on a City-designated Historic Landmark property. A Tax Abatement application must first be considered by the Historical Preservation Commission for a recommendation to City Council, which in turn makes a determination of eligibility for the tax abatement. In addition, approval of a Certificate for Alteration is required for the improvements. The Historical Preservation Commission approved the Certificate for Alteration at their October 7th meeting.

FISCAL NOTE:

The tax abatement applies only to City property taxes, and it cannot exceed the owner's total out-of-pocket cost of the improvements. The most recent estimate of the total cost is \$43,058.67. For the first five years of the abatement period, 100 percent of the City taxes are waived. After a reappraisal, 50 percent of the taxes can be waived each year for an additional consecutive five-year period. The City property taxes for the subject property in 2019 were \$1,888.69, so even if the maximum allowed amount is waived each year over the ten-year period, the total abatement will not exceed the owner's out-of-pocket expenses.

COMMITTEE/BOARD/COMMISSION ACTION:

The Historical Preservation Commission voted at their October 7th meeting to recommend that the City Council determine that the proposed improvements are ELIGIBLE for a tax abatement.

STAFF RECOMMENDATION/REQUESTED MOTION:

The Historical Preservation Officer has determined that the submitted tax abatement application meets the guidelines set forth in Section 28-22 "Application for Tax Abatement", and recommends that the proposed improvements at 412 West San Antonio Street be determined ELIGIBLE for a tax abatement as provided in Chapter 28, Division 2, of the Lockhart Code of Ordinances.

LIST OF SUPPORTING DOCUMENTS:

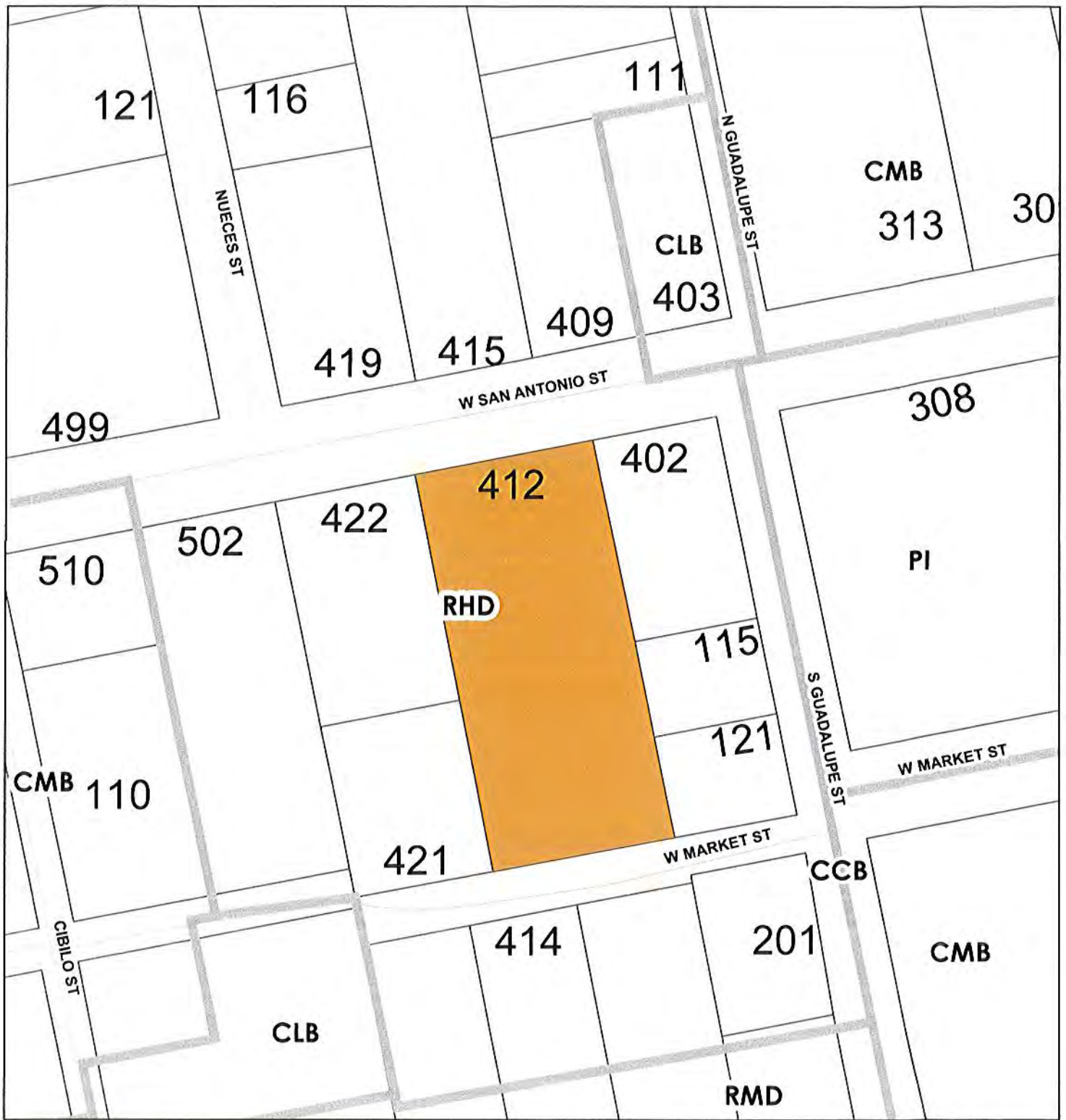
- 1) Map.
- 2) Property survey.
- 3) Photos.
- 4) Tax abatement information flyer.
- 5) Tax abatement ordinance.
- 6) Completed tax abatement application form and required supplemental material

Department Head initials:

DG

City Manager's Review:

[Signature]




CFA-20-13 & TA-20-01

412 W SAN ANTONIO ST

INTERIOR & EXTERIOR IMPROVEMENTS



 Subject Property

 Zoning Boundary

scale 1" = 100'

120

STAFF REPORT

TAX ABATEMENT

CASE SUMMARY

STAFF: Kevin Waller, Assistant City Planner *KW*
REPORT DATE: October 2, 2020 [Updated October 14, 2020]
HISTORICAL PRESERVATION COMMISSION DATE: October 7, 2020
CITY COUNCIL DATE: October 20, 2020
APPLICANT'S REQUEST: Interior and exterior improvements (see Project Description below)
STAFF RECOMMENDATION: **Approval**
CONDITIONS: None
HISTORICAL PRESERVATION COMMISSION RECOMMENDATION: **Approval**

CASE NUMBER: TA-20-01

BACKGROUND DATA

APPLICANT: Ronda Reagan
OWNER: Same
SITE LOCATION: 412 W. San Antonio St.
LEGAL DESCRIPTION: Part of Lot 3, Block 45, Original Town of Lockhart
EXISTING USE OF PROPERTY: Single-family dwelling
PROPOSED USE OF PROPERTY: Same
ZONING CLASSIFICATION: RHD (Residential High Density District)

ANALYSIS OF ISSUES

PROJECT DESCRIPTION: The applicant proposes multiple interior and exterior improvements to an existing single-family dwelling, to include gas line replacements, HVAC installation, exterior wall repainting, wood siding replacement, and window restoration. The improvements are considered ordinary maintenance, with the exception of the HVAC installation. According to the applicant, work has already begun on the improvements, due to being without gas for hot water and cooking for the past month and a half. The HVAC installation, however, has not yet begun. According to the Building Official, permits have been issued for the gas line replacements and HVAC installation. No permits are required for the painting, wood siding replacement, and window restoration components. This is the first application submitted to the City for tax abatement on a City-designated Historic Landmark property. A Tax Abatement application must first be considered by the Historical Preservation Commission for a recommendation to City Council, who will in turn make a determination of eligibility for the tax abatement. In addition, a Certificate for Alteration application must be considered by the Commission along with the tax abatement application. The Certificate for Alteration application was approved by the Commission for the project on October 7, 2020.

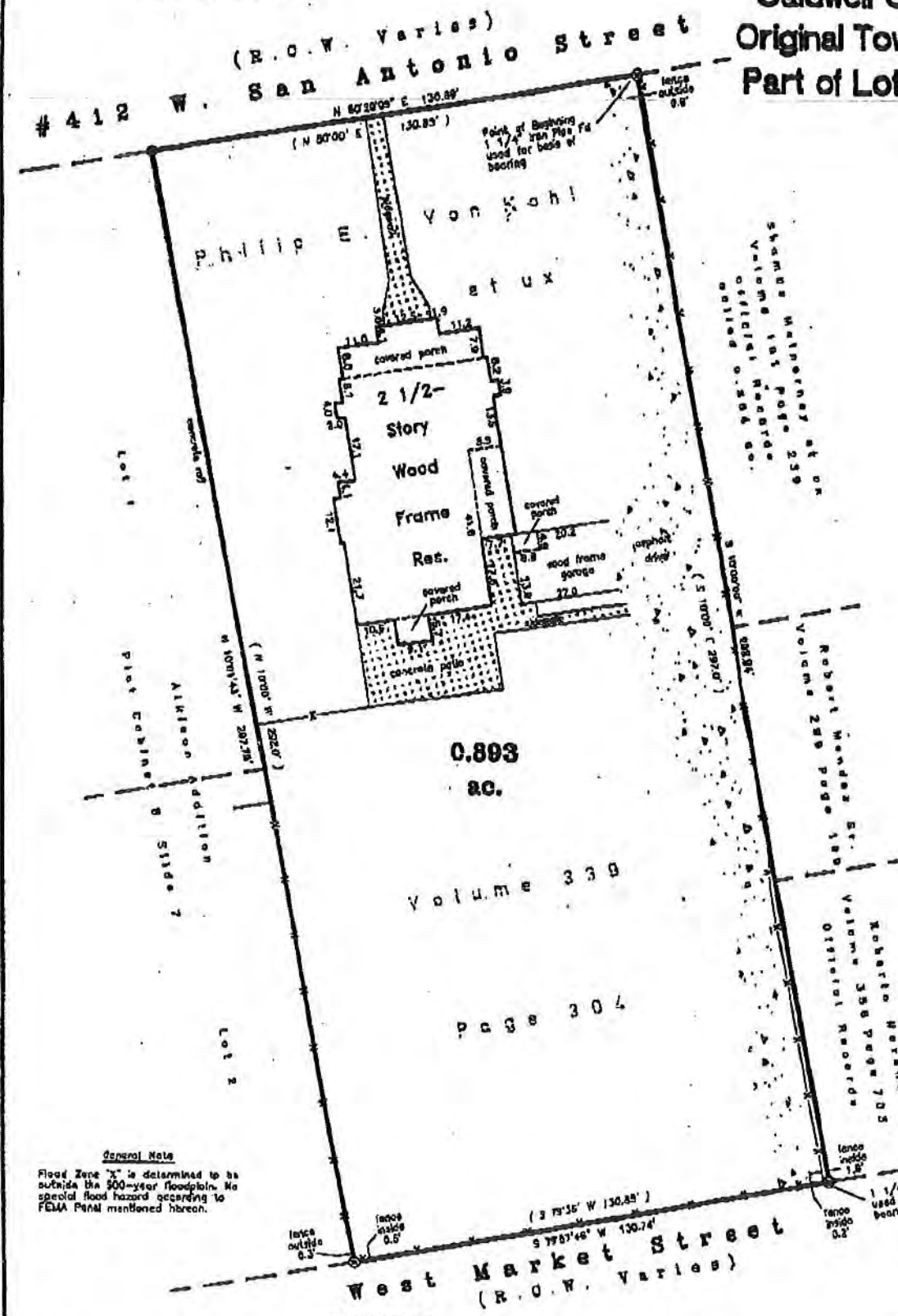
COMPATIBILITY: Most of the proposed improvements are considered ordinary maintenance, so no compatibility issues or changes to the neighborhood's character are expected from the overall project.

COMPLIANCE WITH STANDARDS: Approval of the certificate for alteration was granted by the Commission, who have also recommended approval of the tax abatement. Staff has determined that the submitted tax abatement application meets the guidelines set forth in Section 28-22. A complete copy of the application packet, a copy of Chapter 28, Division 2 (Tax Abatement), and a summary of the tax abatement review procedure are included with your agenda packet materials.

ALTERNATIVES: None necessary.

G.F. #046150F
BORROWER: Thomas E. Mayers and
Garnette L. Mayara
911 ADDRESS: 412 W. San Antonio Street
Lockhart, Texas 78644

City of Lockhart
Caldwell County, Texas
Original Town of Lockhart
Part of Lot 3 in Block 45



General Note
Flood Zone 'X' is determined to be outside the 500-year floodplain. No special flood hazard according to FEMA Panel mentioned hereon.

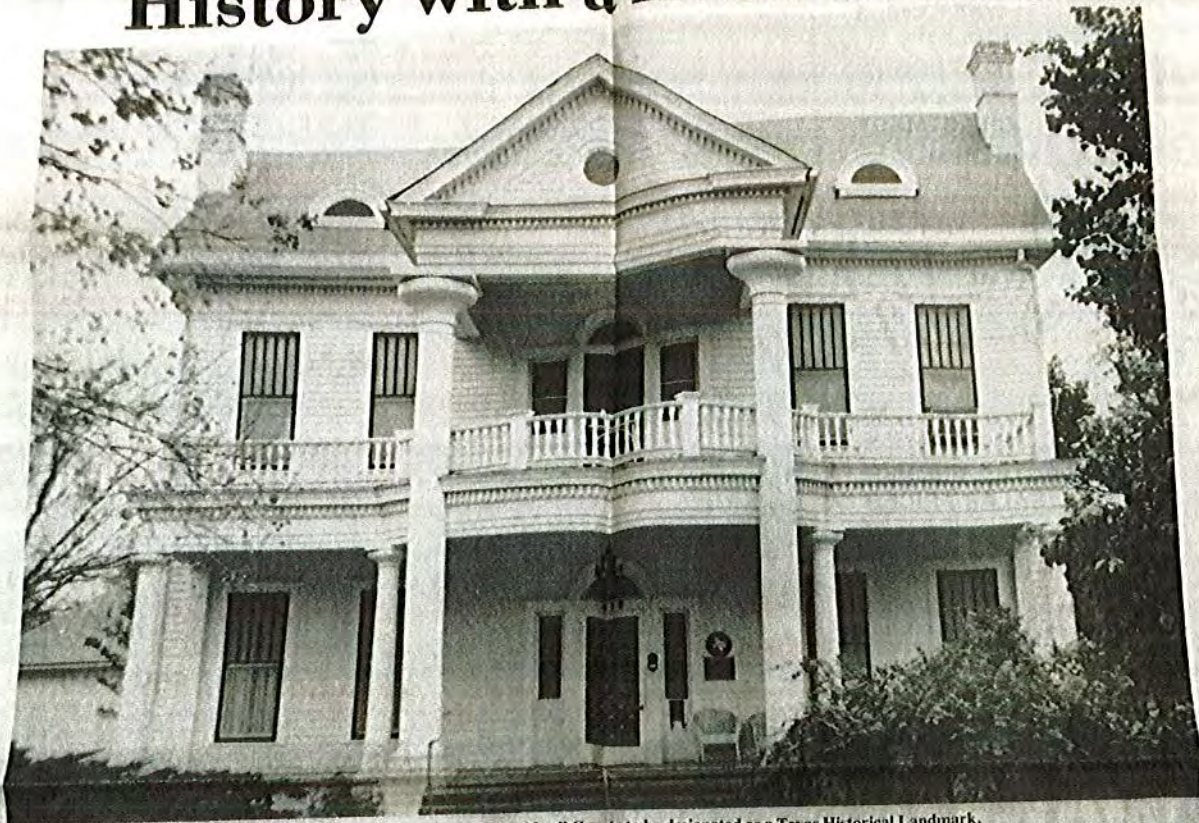
- LEGEND**
- ⊙ 1 1/4" IRON PIPE FOUND
 - 1/2" IRON PIN FOUND
 - X- FENCE MEANDERS
 - (---) ORIGINAL DEBDED CALLS
 - ▒ CONCRETE
 - ▒ ASPHALT
 - CONCRETE RAIL

Showing a 0.893 acre tract of land out Lot 3 in Block 45 of the ORIGINAL TOWN OF LOCKHART, to the City of Lockhart, Caldwell County, Texas according to the map or plat thereof recorded in Volume Q Page 507 of the Deed Records of Caldwell County, Texas and the improvements as found



History in the present

History with a lived-in look



Now owned by Phillip von Kohl, it was the first private residence in Caldwell County to be designated as a Texas Historical Landmark.



THE COOPWOOD HOUSE
 A ONE-STORY RESIDENCE STOOD ON THIS LOT WHEN BUSINESSMAN JAMES G. BLANKS (1842-1927) PURCHASED THE PROPERTY IN 1876. HE ADDED ANOTHER FLOOR AND COMPLETED THE HOUSE IN THE CLASSICAL-REVIVAL STYLE POPULAR AT THE TIME. IN 1908 BLANKS SOLD THE STRUCTURE TO DR. THOMAS BENFON COOPWOOD (1840-1932), A NOTED LOCKHART PHYSICIAN WHO SERVED AS CALDWELL COUNTY HEALTH OFFICER FOR OVER 30 YEARS. MEMBERS OF THE COOPWOOD FAMILY OCCUPIED THE HOME UNTIL 1970.
 TEXAS HISTORICAL LANDMARK - 1970

A marker next to the front door greets visitors.

It is known as The Coopwood Home and is registered as a Texas Historical Landmark, although it's not known exactly when the house at 412 West San Antonio Street in Lockhart was built.

James G. Blanks, who was born in Lockhart in 1862 and ran a real estate business, had the house built sometime before 1900 but the exact date has been lost.

Blanks later sold the home to Dr. Thomas Benton Coopwood and his wife Eva. Coopwood began practicing medicine in Lockhart in 1891 and provided care to the public for generations.

When Coopwood died, his coffin was placed in the living room in front of the fireplace and people lined up for blocks to pay their last respects. They entered through the front door and exited through the back.

In 1970, Phillip Von Kohl and his wife bought the house from Eva Coopwood.

It was added to the Historic Register in 1979.

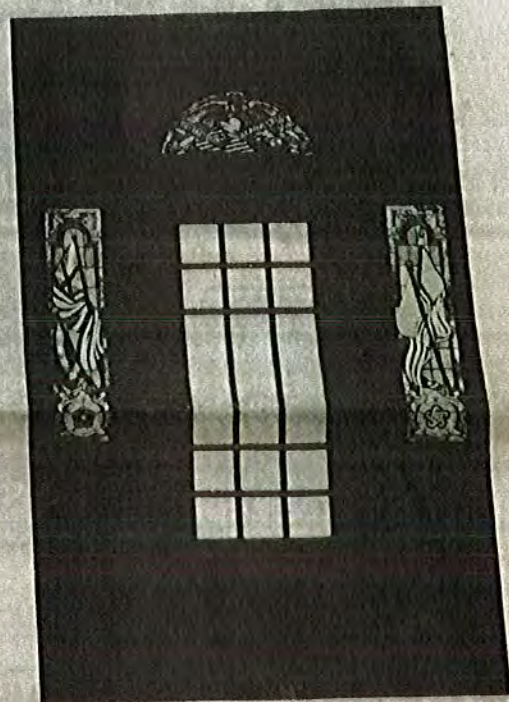
The house is a two-story, white, frame design with a one-story porch across the facade. There are 10 rooms with 12-foot ceilings, including a dining room, reading room and one huge room on the back.

Von Kohl said this is the only area of the house which has been substantially changed since he bought it. What used to be a back porch is now a large game room and den with windows all around giving a view of the back yard.

The rooms are much smaller than one might expect, perhaps because there are so many small rooms in odd places throughout the house.

A fireplace helps heat the living room and gas space heaters are positioned in every room.

Von Kohl said the size of the house — and the high ceilings — make the cost of central heating prohibitive.



These stained-glass windows were specially made to commemorate the Bicentennial celebration in 1976.

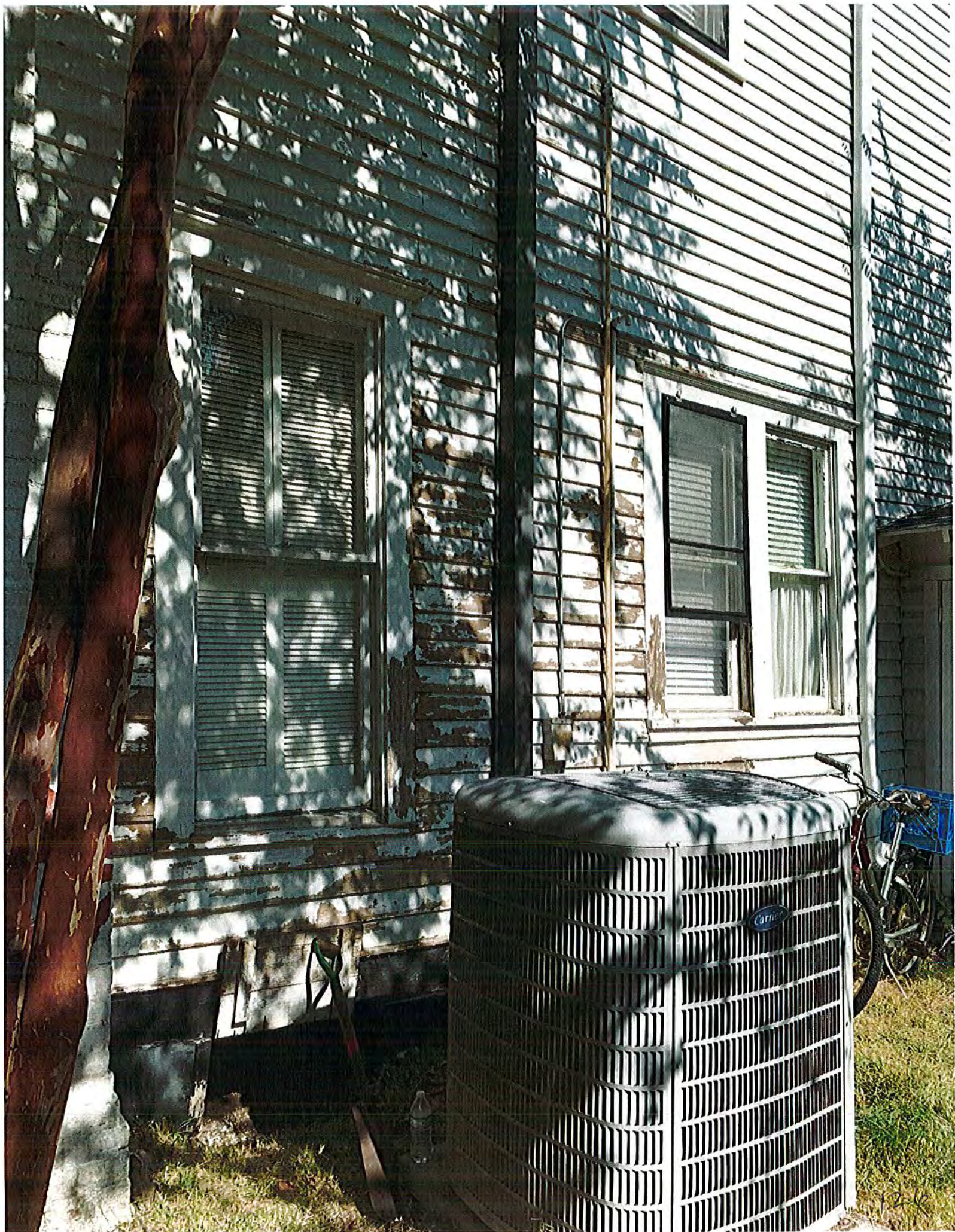


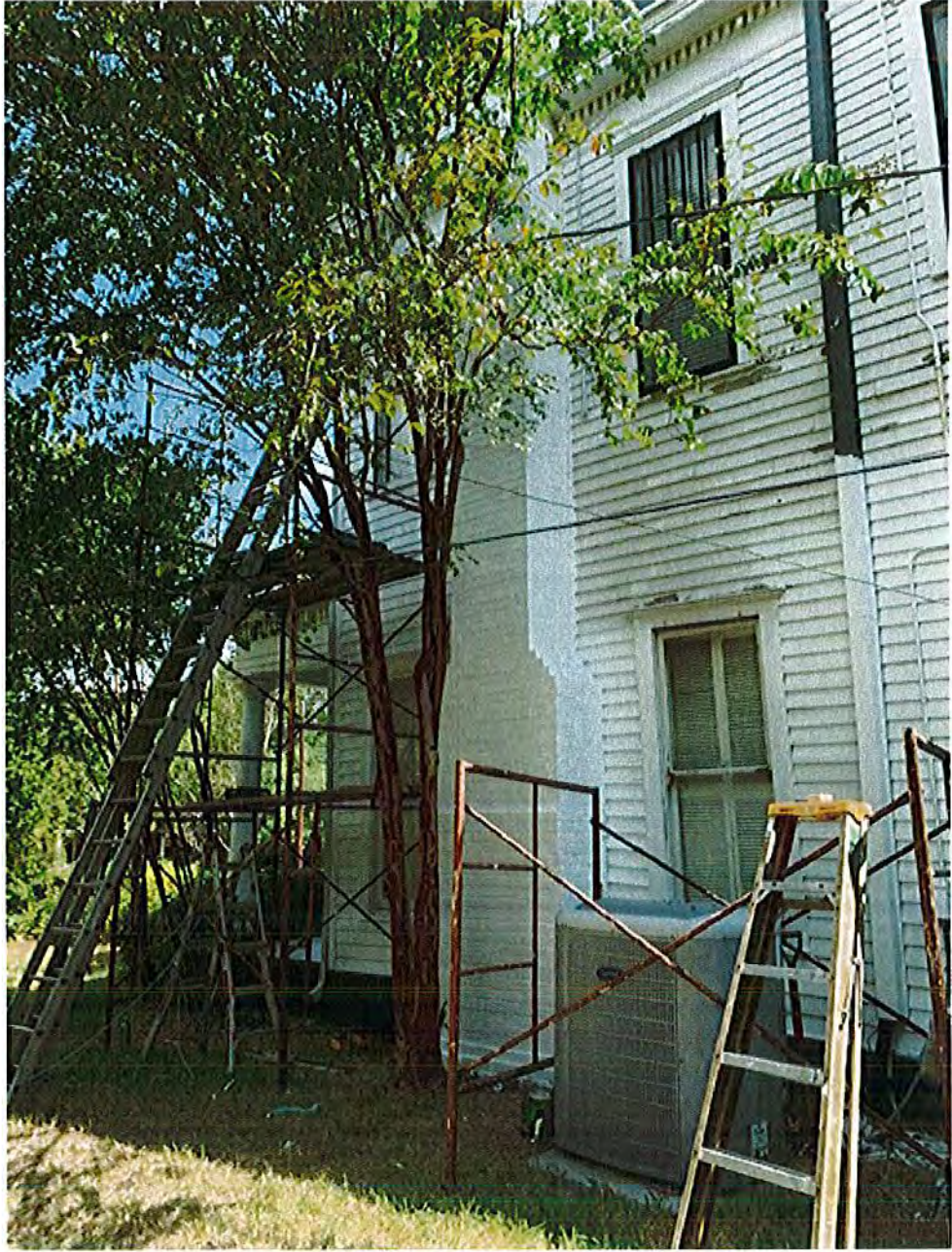


THE COOPWOOD HOUSE

A ONE-STORY RESIDENCE STOOD ON THIS LOT WHEN BUSINESSMAN JAMES G. BLANKS (1862-1927) PURCHASED THE PROPERTY IN 1896. HE ADDED ANOTHER FLOOR AND COMPLETED THE HOUSE IN THE CLASSICAL REVIVAL STYLE POPULAR AT THE TIME. IN 1908 BLANKS SOLD THE STRUCTURE TO DR. THOMAS BENTON COOPWOOD (1860-1932), A NOTED LOCKHART PHYSICIAN WHO SERVED AS CALDWELL COUNTY HEALTH OFFICER FOR OVER 30 YEARS. MEMBERS OF THE COOPWOOD FAMILY OCCUPIED THE HOME UNTIL 1970.

RECORDED TEXAS HISTORICAL LANDMARK - 1979











Historic Property Preservation Tax Abatement

The Tax Abatement Program encourages preservation of historic buildings in order to maintain and enhance the architectural character of Lockhart's downtown Historic District and individual properties designated as local Historic Landmarks.

General Information:

- The minimum tax abatement allowed shall be an amount equal to the previous two years of city taxes actually paid on the property.
- The total tax abatement shall not exceed the owner's and/or tenant's total out-of-pocket cost of the improvements.
- The tax abatement applies only to municipal taxes.
- The property owner must be current on property taxes prior to authorization of any tax abatement.
- In addition to the Tax Abatement Application, a Certificate for Alteration Application must be approved by the Historical Preservation Commission, prior to the Commission's approval of the tax abatement.
- The tax abatement may carry with the property.
- Both residential and non-residential properties are eligible.
- www.library.municode.com/tx/lockhart/codes/code_of_ordinances?nodeId=PTIICOOR_C H28HIDILA S28-20TAABPRHIPR

Process Summary:

- 1) The *Historic Property Preservation Tax Abatement Application* shall be filed with the City Manager (Planning Department will coordinate) for review by the Historical Preservation Commission.
- 2) The Commission will make a recommendation to the City Council within 30 days.
- 3) The City Council will then issue a decision within 30 days of the Commission's recommendation.
- 4) The work must be completed within one year of certification and agreement.
- 5) Upon completion of the work, the applicant shall submit a sworn statement of completion.
- 6) The Commission will then have 30 days to inspect the property to determine its eligibility for tax abatement.
- 7) Once the property is found to be eligible, the City will direct the Caldwell County Appraisal District to apply the tax abatement.

DIVISION 2. TAX ABATEMENT

Sec. 28-20. Tax abatement for preservation of historic properties.

Historical preservation contributes to the economic development, growth and expansion of a community. The following tax abatement program is designed to encourage historical preservation in the city and to provide guidelines, criteria, and procedures for such tax abatements consistent with stated policy, and incorporate the components, requirements and criteria included in sections 28-21 through 28-24.

(Code 1982, § 12.5-20; Ord. No. 93-19, pt. 20, 9-21-93; Ord. No. 2017-03, § I, 2-7-17)

Sec. 28-21. General criteria and guidelines of tax abatement program.

(a) An historic landmark or a property in an historic district in need of tax relief to encourage improvement and preservation in accordance with the provisions of this chapter and which is improved, enhanced, rehabilitated, restored and/or preserved as certified by the commission may have a tax abatement granted, subject to the approval and conditions of the city.

(b) The enhancement qualifying for a tax abatement shall be either interior or exterior, or both, but shall require a review and certificate for alteration by the commission.

(c) Eligibility for a tax abatement shall not be limited as to zoning classification or use, but shall be subject to the property owner(s), tenant(s), and the city entering into a tax abatement agreement.

(d) A minimum threshold for qualification to participate shall be established based on a minimum cost of qualifying enhancement which equals or exceeds the minimum tax abatement allowed.

(e) The minimum tax abatement allowed shall be an amount equal to the previous two years of city taxes actually paid on the property. The city council may set a different minimum abatement.

(f) The total tax abatement shall not exceed the owner's and/or tenant's total out-of-pocket cost of the enhancement certified by the commission.

(g) The maximum tax abatement allowed shall be one of the following effected for a maximum term of ten years:

- (1) The qualified property may have no assessed value for City of Lockhart ad valorem taxation for a period of five tax years after the completion of the certified enhancement. Thereafter, the qualified property shall be reappraised and assessed at a 50 percent rate for an additional consecutive five-year period.
- (2) The property may receive an abatement of the city ad valorem taxation of the added value in the eligible property as determined by the increase in the assessed value in the property as a result of the improvements and preservation.

(h) Any tax abatement granted shall begin on the first day of the first tax year after verification of completion of the rehabilitation and/or preservation required for certification, provided that the building shall comply with the applicable zoning regulations for its use and location.

(i) Any property which receives a tax abatement shall be designated and zoned historic (H or HL) by the city council prior to verification. To qualify and receive the tax relief as specified in this section, the property must be zoned historic (H or HL) and be maintained in a minimal condition equal to the condition at the time of verification.

(j) The historical preservation officer shall inspect and verify to the tax authorities annually that the property qualifies for the scheduled tax abatement.

(k) The work which is certified for tax abatement must be completed within one year of the certification and agreement. The certified and/or verified tax abatement shall carry with the property. A property may be certified and verified for additional work and receive more than one tax abatement concurrently, but not to exceed the limits allowed by the tax abatement program.

(Code 1982, § 12.5-21; Ord. No. 93-19, pt. 21, 9-21-93; Ord. No. 2017-03, § I, 2-7-17)

Sec. 28-22. Application for tax abatement.

(a) Application for an historic property preservation tax abatement pursuant to this section shall be filed with the city manager for review by the commission which will make a recommendation to the city council. Each application shall be signed and sworn to by the owner of the property and shall:

- (1) State the legal description and a map of the property proposed for certification;
- (2) Include an affidavit by the owner describing the historic significance of the structure in need of tax relief;
- (3) Include a plan and detailed written description of the improvements, enhancement, rehabilitation and/or preservation ("work") for which tax abatement is requested;
- (4) A list of the kind, number and location of all improvements to the property;
- (5) A copy of the last paid tax receipt and itemized statement of the current assessed property value;
- (6) Include an itemized statement of costs for the proposed work and estimated property value upon completion;
- (7) Include a schedule of the estimated construction time with start and completion dates of the proposed work;
- (8) Authorize the members of the commission, the city tax assessor-collector and city officials to visit and inspect the property proposed for certification;
- (9) Include a detailed statement of the current and proposed use and zoning for the property;

(10) Provide any additional information to the commission which the owner deems relevant or useful, such as the history of the structure; and

(11) Processing and appraisal fees may be required by the city at the time of application.

(b) Each application shall contain sufficient documentation confirming or supporting the information submitted therein. The approval of tax abatement will depend upon the quality of the information provided by the applicant.

(Code 1982, § 12.5-22; Ord. No. 93-19, pt. 22, 9-21-93)

Sec. 28-23. Certification for tax abatement.

Upon receipt of the sworn application, the commission shall make an investigation of the property and shall certify the facts to the city within 30 days along with the commission's documentation for approval or disapproval of the application for abatement. Upon receipt of the certified application for tax abatement as well as the recommendation of the commission, the city council shall within 30 days approve or disapprove eligibility of the property for tax relief pursuant to sections 28-21 through 28-24. In determining eligibility, the City of Lockhart shall first determine that the applicant is in compliance with all the requirements of these sections and the city Code. The certification for tax abatement for specified work shall be valid for one year. The city shall require the property owners, tenants and city enter into a tax abatement agreement which may set further conditions on the tax abatement authorized. The verification and subsequent tax abatement may carry with the property provided the conditions of the abatement are met and the city is in agreement.

(Code 1982, § 12.5-23; Ord. No. 93-19, pt. 23, 9-21-93; Ord. No. 2017-03, § I, 2-7-17)

Sec. 28-24. Verification for tax abatement.

Upon completion of the preservation and/or rehabilitation, the certified applicant shall submit a sworn statement of completion acknowledging that the enhancement and preservation work as certified by the commission is complete. The commission, upon receipt of the sworn statement of completion, but no later than 30 days thereafter, shall make an investigation of the property and shall approve or disapprove the fact that the property has been substantially completed as required for certification. If verification or completion shall be deemed unfavorable, the certified applicant shall be notified in writing, listing the work required to complete the preservation and/or rehabilitation in order to secure the tax abatement provided herein. If the verification of completion is favorable, the commission shall notify the City of Lockhart in writing of compliance. The city shall notify the tax authorities, and thereafter the tax assessor-collector shall provide the property with the tax abatement authorized by the agreement and program, provided the property is maintained in a minimal condition equal to the condition at the time of verification.

(Code 1982, § 12.5-24; Ord. No. 93-19, pt. 24, 9-21-93)



Lockhart TEXAS

HISTORIC PROPERTY PRESERVATION TAX ABATEMENT APPLICATION

(512) 398-3461 • FAX (512) 398-3833
P.O. Box 239 • Lockhart, Texas 78644
308 West San Antonio Street

APPLICANT / PROPERTY OWNER

NAME: Ronda Reagan

DAY-TIME TELEPHONE: 512-757-1121

E-MAIL: Ronda@RondaReagan.com

MAILING ADDRESS: 412 W. San Antonio St.
Lockhart, TX 78644

PROPERTY

ADDRESS: 412 W. San Antonio St.

LEGAL DESCRIPTION (IF PLATTED): A017 Lockhart, Byrd; Acres .89; Part Lot 3, Blk 45

SIZE: 38768 SQUARE FEET OR .89 ACRE(S)

ZONING CLASSIFICATION: SFR
RHD

HISTORICAL SIGNIFICANCE

BUILDER/ARCHITECT (IF KNOWN): James Joseph Blanks

DATE OF ORIGINAL CONSTRUCTION (IF KNOWN): 1896 ~~1898~~ 1896

STATE OR NATIONAL HISTORIC DESIGNATION(S) (IF ANY): State Historical Marker

HISTORICAL NAME(S) OF BUILDING(S) (IF KNOWN): Coopwood House

PROPERTY OWNER AUTHORIZATION

TO THE BEST OF MY KNOWLEDGE, THIS APPLICATION AND ASSOCIATED DOCUMENTS ARE COMPLETE AND CORRECT, AND IT IS UNDERSTOOD THAT I OR ANOTHER REPRESENTATIVE SHOULD BE PRESENT AT ALL PUBLIC MEETINGS CONCERNING THIS APPLICATION.

IF THE APPLICATION IS NOT SUBMITTED BY THE PROPERTY OWNER OF RECORD, A LETTER AUTHORIZING THE APPLICANT TO ACT ON THE PROPERTY OWNER'S BEHALF IS REQUIRED, AND MUST BE SIGNED AND DATED BY THE PROPERTY OWNER. AN E-MAILED AUTHORIZATION FROM THE PROPERTY OWNER TO THE PLANNING DEPARTMENT IS ALSO ACCEPTABLE.

*PLEASE NOTE THAT A CERTIFICATE FOR ALTERATION MUST BE APPROVED BY THE HISTORICAL PRESERVATION COMMISSION, PRIOR TO APPROVAL OF THE REQUESTED TAX ABATEMENT.

SIGNATURE OF PROPERTY OWNER: Ronda Reagan

PRINTED NAME: Ronda Reagan

DATE: 9-2-2020

SUBMITTAL REQUIREMENTS

1. AN AFFIDAVIT BY THE OWNER DESCRIBING THE HISTORIC SIGNIFICANCE OF THE STRUCTURE(S) IN NEED OF TAX RELIEF, INCLUDING ANY RELEVANT OR USEFUL INFORMATION REGARDING THE HISTORY OF THE STRUCTURE(S) (HISTORICAL PHOTOGRAPHS, NEWSPAPER ARTICLES, ARCHITECTURAL DRAWINGS, ETC.)
2. A PLAN AND DETAILED WRITTEN DESCRIPTION OF THE IMPROVEMENTS, ENHANCEMENT, REHABILITATION, AND/OR PRESERVATION ("WORK") FOR WHICH TAX ABATEMENT IS REQUESTED.
3. A SITE PLAN SHOWING THE TYPE, NUMBER, AND LOCATION OF ALL EXISTING IMPROVEMENTS ON THE PROPERTY (PRIMARY AND ACCESSORY BUILDINGS, FENCES, SIGNS, ETC.)
4. A COPY OF THE LAST PAID TAX RECEIPT AND ITEMIZED STATEMENT OF THE CURRENT ASSESSED PROPERTY VALUE.
5. AN ITEMIZED STATEMENT OF COSTS FOR THE PROPOSED WORK AND ESTIMATED PROPERTY VALUE UPON COMPLETION - \$400,000.00 per applicant.
6. A SCHEDULE OF THE ESTIMATED CONSTRUCTION TIME WITH START AND COMPLETION DATES OF THE PROPOSED WORK.
7. A DETAILED STATEMENT OF THE CURRENT AND PROPOSED USE FOR THE PROPERTY.
8. IF NOT PLATTED, A METES AND BOUNDS LEGAL DESCRIPTION OF THE PROPERTY.

APPLICATION FEE OF \$ 150 PAYABLE TO THE CITY OF LOCKHART AS FOLLOWS:

¼ acre or less	\$125
Between ¼ acre and one acre	\$150
One acre or greater	\$170 plus \$20.00 per each acre over one acre

OFFICE USE ONLY

CASE NUMBER: TA- 20-01 DATE SUBMITTED: 9/9/2020

ACCEPTED BY: Kevin Walker RECEIPT NUMBER: 901230

HISTORICAL PRESERVATION COMMISSION MEETING DATE: 10/7/2020

HISTORICAL PRESERVATION COMMISSION RECOMMENDATION: Approval (5-0, and 1 abstention)

CITY COUNCIL MEETING DATE: 10/20/2020

CITY COUNCIL DECISION OF ELIGIBILITY: _____

APPLICANT SWORN STATEMENT OF COMPLETION — DATE SUBMITTED: _____

HISTORICAL PRESERVATION COMMISSION SITE INVESTIGATION DATE: Initial - 9/30/2020
After Completion -

HISTORICAL PRESERVATION COMMISSION APPROVAL DATE: _____

CITY NOTIFICATION TO APPRAISAL DISTRICT — DATE: _____

**HOME TOUR ARTICLE
QUESTIONNAIRE**

NAME OF OWNERS/RESIDENTS: Ronda Reagan

NAME OF RECENT RENOVATORS & RESTORERS: Philip & Marilyn Von Kohl;
Tom & Lynn Mayers; and current owner, Ronda Reagan.

AGE OF HOME: A one-story residence stood on this lot when businessman James G. Blanks (1862 -1927) purchased the property in 1896. The home was believed to be built by L.D. Bowden in the 1880's with a long center hallway that held a cistern. Today there remains an old cistern beneath the floors in the center of the home. A June 9, 1904, edition of a Lockhart newspaper reports Blanks adding a second floor, completing the house in the Classical Revival style popular at the time and "classing it as one of Lockhart's prettiest houses."

ARCHITECTURAL FEATURES: The house is a typical classical revival two story frame structure with a one story veranda across the front. Two-story columns support the second level and a pedimented portico over the front door. Eyebrow dormers accent the front. There is a side porch too.

DECORATIVE FEATURES: The interior features a center hallway, two original fireplaces in the flanking music room and dining room, heart pine floors, 12-foot ceilings and a large sunroom now referred to as the "Texas" room.

COLLECTIONS ON DISPLAY: Santas; Texas memorabilia; antiques.

HISTORY OF HOUSE: In 1908, Dr. Thomas Benton Coopwood (1860-1932) purchased the house from James G. Blanks. Coopwood was a pioneer physician and surgeon of Lockhart, establishing his practice here in 1899. He was Caldwell County Medical Examiner for 30 years. In recognition of his contributions as one of Texas pioneer physicians, the Texas Historical Commission erected a historical marker to commemorate him. It stands next to a log cabin in Luling which was used in his rural practice. This Lockhart home received a Texas Historical Marker in 1979, naming it "The Coopwood House." The home stayed in the Coopwood family for 62 years. In 1970, daughter Julia sold it to Philip and Marilyn von Kohl.

OTHER COMMENTS: It sits on just under one-acre of land. One of the most significant features of the property is the enormous native Texas Live Oak in the backyard that has been documented as being over 500 years old by the Louisiana Live Oak Society. It is believed to be the oldest and largest Live Oak in Caldwell County.

TAX RECEIPT

01/02/2020 04:01PM

Caldwell County Appraisal District
 211 Bufkin Ln.
 P.O. Box 900
 Lockhart, TX 78644

Receipt Number
1086656

Date Posted 01/02/2020
 Payment Type P
 Payment Code Full
 Total Paid **56,915.95**

PAID BY:

REAGAN RONDA A
 412 W SAN ANTONIO ST
 LOCKHART, TX 78644-2658

Property ID	Geo	Legal Acres	Owner Name and Address								
18133	0300017-046-002-00	0.8900	REAGAN RONDA A 412 W SAN ANTONIO ST LOCKHART, TX 78644-2658								
Legal Description											
A017 LOCKHART, BYRD, ACRES .89, PART OF LOT 3 BLOCK 45											
Situs DBA Name											
412 W SAN ANTONIO ST LOCKHART, TX 78644											
Entity	Year	Rate	Taxable Value	Stmt #	Void	Original Tax	Disconts	P&I	Alt Fees	Overage	Amount Pd
Lockhart ISD	2019	1.26236	286,272	33444	N	3,040.99	0.00	0.00	0.00	0.00	3,040.99
Underground Water Plum Creek	2019	0.02070	325,272	33444	N	67.33	0.00	0.00	0.00	0.00	67.33
Conservation District	2019	0.02250	315,272	33444	N	70.94	0.00	0.00	0.00	0.00	70.94
Road	2019	0.00010	315,272	33444	N	0.26	0.00	0.00	0.00	0.00	0.26
City of Lockhart	2019	0.88420	315,272	33444	N	1,888.69	0.00	0.00	0.00	0.00	1,888.69
Caldwell County	2019	0.74300	315,272	33444	N	1,847.74	0.00	0.00	0.00	0.00	1,847.74
Balance Due As Of 01/02/2020: .00											

Operator **MARYV** Batch **8153 (01022020MV)**

Total Paid
6,915.95

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412 W San Antonio St, Lockhart, TX 78644-2658, Caldwell County

MLS Beds	4	MLS Sq Ft	3,837	Lot Sq Ft	38,768	Sale Price	N/A
MLS Baths	3	Yr Built	1894	Type	SFR	Sale Date	N/A

OWNER INFORMATION

Owner Name	Reagan Ronda A	Tax Billing Zip	78644
Tax Billing Address	412 W San Antonio St	Tax Billing Zip+4	2658
Tax Billing City & State	Lockhart, TX	Owner Occupied	Yes

LOCATION INFORMATION

School District	Slh	Zip Code	78644
School District Name	Lockhart ISD	Zip + 4	2658
Census Tract	9603.00	Flood Zone Date	08/19/2012
Neighborhood Code	1311-1311	Flood Zone Code	X
Mapsc0	824-V	Flood Zone Panel	48055C0120E
MLS Area	CC	Carrier Route	C003

TAX INFORMATION

Property ID 1	18133	Tax Area (113)	GCA
Property ID 2	030001704800200	Tax Appraisal Area	GCA
Property ID 3	18133		
Legal Description	A017 LOCKHART, BYRD, ACRES . 89, PART OF LOT 3 BLOCK 45		
Exemption(s)	Homestead, Senior	Lot	3
Block	45		

ASSESSMENT & TAX

Assessment Year	2020	2019	2018
Market Value - Total	\$380,660	\$370,910	\$314,010
Market Value - Land	\$100,820	\$96,150	\$64,230
Market Value - Improved	\$279,840	\$274,760	\$249,780
Assessed Value - Total	\$357,799	\$325,272	\$295,702
YOY Assessed Change (\$)	\$32,527	\$29,570	
YOY Assessed Change (%)	10%	10%	
Tax Amount - Estimated	Tax Year	Change (\$)	Change (%)
\$8,466	2018		
\$8,889	2019	\$423	5%
\$9,778	2020	\$889	10%

Jurisdiction	Tax Type	Tax Amount	Tax Rate
Lockhart ISD	Estimated	\$4,518.71	1.20236
Underground Water Conservation	Estimated	\$74.06	.0207
Plum Creek Cons District	Estimated	\$80.50	.0225
County Farm-Market	Estimated	\$0.36	.0001
City Of Lockhart	Estimated	\$2,448.06	.6842
Caldwell County	Estimated	\$2,658.45	.743
Total Estimated Tax Rate			2.7329

CHARACTERISTICS

State Use	Sgl-Fam-Res-Home	Roof Type	Gable
Land Use	SFR	Roof Shape	Gable/Hip
Lot Acres	0.89	Exterior	Wood
Basement Type	MLS: Pier & Beam	Year Built	Tax: 1894 MLS: 1650
Gross Area	3,838	Effective Year Built	1975

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P.O Box 698 | Lockhart, Tx 78644
 5125754565 | admin@callaloha.com | CallAloha.com

RECIPIENT:

Ronda Reagan
 412 West San Antonio Street
 Lockhart, Texas 78644

Quote #26	
Sent on	Aug 21, 2020
Total	\$5,641.63

PRODUCT / SERVICE	DESCRIPTION	QTY.	UNIT COST	TOTAL
Bid	This bid is for replacing the gas piping under the house with new gas piping. The gas piping we will use is either flash shield or trac pipe gas piping. The 3 lines that we could leave in place we will test to make sure there is no leaks on them. Those lines are the one running to the backroom gas heater, to the backroom fire place and to the furnace in the attic. the line going to the furnace we will remove the tee going to the upstairs gas valves that are not in use and we will also remove the gas line on the other side of the house going to the upstairs valves by the fire place. We would then test each of those lines individually to make sure they are good. the gas stops upstairs and the one in the downstairs bathroom we will remove them. The fire place logs in the formal living room we will move to the dinning room and hook it up. the living room fireplace we will just leave a capped gas stop for future use. The whole new system will strapped to the bottom studs under the house. If you decide to not tie in the backroom gas heater it would take off 325.00. If you decide to not tie in the backroom freestanding fire place we would take 255.00 off.	1	\$6,484.63	\$6,484.63

Hello if you have any questions please give us a call. Some of the parts will have to be order so please let me know as soon as possible so we can order them. This bid comes with a 1 year warranty on all pipes we replace. 1/2 would be due down and the remainder would be due once final inspection is completed.

This quote is valid for the next 30 days. after which values may be subject to change.

Texas State Board of Plumbing Examiners
 P.O Box 4200 Austin, TX 78786
 512-458-2145

Subtotal	\$6,484.63
Discount (13.0%)	- \$843.00
Total	\$5,641.63

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CITY OF LOCKHART

308 W. San Antonio
P.O. Box 239
Lockhart, Texas 78644
512-398-3461 FAX 512-398-3833

RESIDENTIAL GAS PERMIT

PERMIT #: 201001004 JOB ADDRESS: 412 W SAN ANTONIO PARCEL ID: SUBDIVISION:	DATE ISSUED: 10/01/2020 EXP DATE: 3/30/2021 LOT #: BLK #: ZONING:
ISSUED TO: FAST FLOW PLUMBING & DRAIN LLC ADDRESS: 619 WIPPER CITY, STATE ZIP: NEW BRAUNFELS TX 78130 PHONE:	CONTRACTOR: FAST FLOW PLUMBING & DRAIN LLC ADDRESS: 619 WIPPER CITY, STATE ZIP: NEW BRAUNFELS TX 78130 PHONE:
PROP. USE VALUATION: \$ 0.00 SQ FT OCCP TYPE: CNST TYPE:	SETBACKS: FRONT: LEFT SIDE: RIGHT SIDE: REAR:

FEE CODE	DESCRIPTION	AMOUNT
GAS-INSP	GAS INSPECTION	\$ 15.00
TOTAL		\$ 15.00

NOTES: GAS LINE REPIPE

NOTICE

THIS PERMIT BECOMES NULL AND VOID IF WORK OR CONSTRUCTION AUTHORIZED IS NOT COMMENCED WITHIN 90 DAYS, OR IF CONSTRUCTION OR WORK IS SUSPENDED OR ABANDONED FOR A PERIOD OF 6 MONTHS AT ANY TIME AFTER WORK IS STARTED. PERMIT EXPIRES SIX MONTHS FROM ISSUE DATE.

TO THE BEST OF MY KNOWLEDGE, THIS APPLICATION AND ASSOCIATED DOCUMENTS CONFORM TO ALL REQUIREMENTS OF THE CITY OF LOCKHART BUILDING REGULATIONS. BY SIGNING BELOW I AGREE THAT IF ANY PART OF THIS PLAT AND/OR ASSOCIATED CONSTRUCTION PLANS IS FOUND TO BE INCORRECT, INCOMPLETE, OR OTHERWISE DEFICIENT WITH REGARD TO APPLICABLE CITY STANDARDS, THE DEADLINE IMPOSED BY THE TEXAS LOCAL GOVERNMENT CODE, SECTION 212.009 FOR APPROVAL OR DENIAL OF THE PLAT AND/OR ASSOCIATED CONSTRUCTION PLANS BY THE CITY WITHIN 30 DAYS OF THE DATE OF THIS APPLICATION IS AUTOMATICALLY EXTENDED FOR AN ADDITIONAL 30 DAYS. I FURTHER AGREE THAT IF ANY PART OF THIS PLAT AND/OR ASSOCIATED CONSTRUCTION PLANS REMAINS DEFICIENT AT SUCH TIME THAT THE PLAT AND/OR ASSOCIATED CONSTRUCTION PLANS CANNOT BE APPROVED PRIOR TO THE EXPIRATION OF THE SECOND 30 DAYS, THE PLAT OR CONSTRUCTION PLANS WILL BE SUBJECT TO DENIAL BY THE APPROVAL AUTHORITY. IT IS UNDERSTOOD THAT I OR ANOTHER REPRESENTATIVE SHOULD BE PRESENT AT ALL PUBLIC MEETINGS CONCERNING THIS APPLICATION. _____ INITIALS

IF HOME WAS BUILT PRIOR TO 1978, YOU ARE REQUIRED BY LAW TO BE A U.S. EPA CERTIFIED RRP RENOVATOR. CALL 214-655-7577 FOR QUESTIONS RE: THE RRP RULE.

(SIGNATURE OF CONTRACTOR OR AUTHORIZED AGENT)

____/____/____
DATE

(BUILDING DEPT. APPROVAL)

____/____/____
DATE

(PLANNING DEPT. APPROVAL)

____/____/____
DATE



Custom Carpenter and Contractor
1152 Spotted Horse Trail
Dale, Texas 78616
512-787-7934
512-398-2994

9-04-20

Work done @ 412 San Antonio St
Lockhart. Included replacing
rotted wood scraping and painting,
window repair and glazing, rebuild
screens and painting, flashing repair
at chimney. total cost \$6734.00

Ralph Fulton

Kevin Waller

From: Ronda Reagan Properties <Ronda@rondareagan.com>
Sent: Wednesday, September 2, 2020 9:40 PM
To: Kevin Waller
Subject: 2 Applications
Attachments: 2 Certificates for Alteration Applications.pdf

Here is the one for Central HVAC which has never existed in the first floor of this house. After the gas leak and 100+ degree weather and suffering thru inside temperatures of 88 degrees, I decided to have Central AC & Heat (electric) installed. This way, I can eliminate 2 space heater, one of which (in the bathroom) is actually no longer allowed by City Code per Shane Mondin. Also attached is one bid from Aloha Plumbing who started to fix the leak and discovered that there were other leaks after I spent \$900+ for one days work and parts. I'm patiently waiting for 3 other bids, but I am beginning to doubt I will get them. I may have to use Aloha unless someone comes thru for me. I'm disappointed in Aloha for putting a metal pipe back on the ground as the entrance pipe under my house. The other one rusted thru and had numerous holes in it. I've been without gas for hot water and cooking since Aug. 13th and I consider this one an emergency. I may start the work before we meet, with a permit of course.

Thanks,

Ronda

40 Years Helping People Build Wealth
112 N Main St, Lockhart
Broker, CRS, GRI, ePRO
512-757-1121 (Cell)



Reliable Air
 4702 N State HWY 123, Ste C
 San Marcos, TX, 78666
 Phone: 512-396-8183
 service@reliableairtx.com

QUOTE

DATE	INVOICE #	CUST #
8/20/2020	0000029928	0003213

BILL TO:

Ronda Reagan
 412 West San Antonio
 Lockhart TX 78644

LOCATION:

Ronda Reagan - Personal Home
 412 West San Antonio St
 Lockhart, TX 78644

P.O. NUMBER	TERMS	SALES PERSON	
	COD	Edgar Alvarado	
QUAN	DESCRIPTION	PRICE EACH	AMOUNT
1.00	Equipment: Install a CARRIER Infinity 18 seer 4.0 Ton 5 Stage Communicating Inverter Heat Pump with Variable Speed Electric Air Handler with backup heat Ductwork: R-6 Ductboard Plenums with R-8 Flexible Ducts Exposed Spiral Duct in the Texas Room. <i>*Note: This may be changed to running duct between floors (1st + 2nd) between Study + Kitchen</i> Electrical: Installing new whips to Air Handler and condenser from disconnects Filter: Long Lasting Honeywell 4" Media Filter changes at the unit Thermostat: Carrier Infinity WIFI Touchscreen Programable Thermostat Includes: New service platform and Catwalk Blow in R-38 insulation in attic. Low-voltage wiring. Refrigerant line sets. Condensate drains. Safety overflow devices. Condenser pad. Our sheetrocker to return to cover any exposed duct or repair patches and repaint at our expense. Complementary initial system tutorial and 6 month check up WARRANTY: Reliable Air Two-Year Workmanship limited warranty Warranty: Equipment includes manufacturer's 10 Years parts limited warranty.	25,822.00	25,822.00
TOTAL			\$25,822.00

143

CITY OF LOCKHART

308 W. San Antonio
P.O. Box 239
Lockhart, Texas 78644
512-398-3461 FAX 512-398-3833

RESIDENTIAL MECH/HVAC PERMIT

PERMIT #: 200925004 JOB ADDRESS: 412 W SAN ANTONIO PARCEL ID: SUBDIVISION:	DATE ISSUED: 9/25/2020 EXP DATE: 3/24/2021 LOT #: BLK #: ZONING:
ISSUED TO: RELIABLE AIR ADDRESS: 4702 N STATE HWY 123 STE C CITY, STATE ZIP: SAN MARCOS TX 78666 PHONE:	CONTRACTOR: RELIABLE AIR ADDRESS: 4702 N STATE HWY 123 STE C CITY, STATE ZIP: SAN MARCOS TX 78666 PHONE:
PROP. USE VALUATION: \$ 0.00 SQ FT: 0.00 OCCP TYPE: CNST TYPE:	SETBACKS: FRONT: LEFT SIDE: RIGHT SIDE: REAR:

FEE CODE	DESCRIPTION	AMOUNT
M-RES REP	RESIDENTIAL MEC REP/REM	\$ 15.00
TOTAL		\$ 15.00

NOTES: RESIDENTIAL HVAC - INSTALL ONE NEW AC SYSTEM WITH DUCT WORK DOWNSTAIRS

NOTICE

THIS PERMIT BECOMES NULL AND VOID IF WORK OR CONSTRUCTION AUTHORIZED IS NOT COMMENCED WITHIN 90 DAYS, OR IF CONSTRUCTION OR WORK IS SUSPENDED OR ABANDONED FOR A PERIOD OF 6 MONTHS AT ANY TIME AFTER WORK IS STARTED. PERMIT EXPIRES SIX MONTHS FROM ISSUE DATE.

TO THE BEST OF MY KNOWLEDGE, THIS APPLICATION AND ASSOCIATED DOCUMENTS CONFORM TO ALL REQUIREMENTS OF THE CITY OF LOCKHART BUILDING REGULATIONS. BY SIGNING BELOW I AGREE THAT IF ANY PART OF THIS PLAT AND/OR ASSOCIATED CONSTRUCTION PLANS IS FOUND TO BE INCORRECT, INCOMPLETE, OR OTHERWISE DEFICIENT WITH REGARD TO APPLICABLE CITY STANDARDS, THE DEADLINE IMPOSED BY THE TEXAS LOCAL GOVERNMENT CODE, SECTION 212.009 FOR APPROVAL OR DENIAL OF THE PLAT AND/OR ASSOCIATED CONSTRUCTION PLANS BY THE CITY WITHIN 30 DAYS OF THE DATE OF THIS APPLICATION IS AUTOMATICALLY EXTENDED FOR AN ADDITIONAL 30 DAYS. I FURTHER AGREE THAT IF ANY PART OF THIS PLAT AND/OR ASSOCIATED CONSTRUCTION PLANS REMAINS DEFICIENT AT SUCH TIME THAT THE PLAT AND/OR ASSOCIATED CONSTRUCTION PLANS CANNOT BE APPROVED PRIOR TO THE EXPIRATION OF THE SECOND 30 DAYS, THE PLAT OR CONSTRUCTION PLANS WILL BE SUBJECT TO DENIAL BY THE APPROVAL AUTHORITY. IT IS UNDERSTOOD THAT I OR ANOTHER REPRESENTATIVE SHOULD BE PRESENT AT ALL PUBLIC MEETINGS CONCERNING THIS APPLICATION. _____ INITIALS

IF HOME WAS BUILT PRIOR TO 1978, YOU ARE REQUIRED BY LAW TO BE A U.S. EPA CERTIFIED RRP RENOVATOR. CALL 214-655-7577 FOR QUESTIONS RE: THE RRP RULE.

(SIGNATURE OF CONTRACTOR OR AUTHORIZED AGENT)

_____/_____/_____
DATE

(BUILDING DEPT. APPROVAL)

_____/_____/_____
DATE

(PLANNING DEPT. APPROVAL)

_____/_____/_____
DATE

Kevin Waller

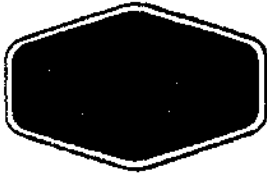
From: Ronda Reagan Properties <Ronda@rondareagan.com>
Sent: Wednesday, October 7, 2020 2:55 PM
To: Kevin Waller
Subject: Info
Attachments: Fast Flow Plumber Bid & Reliable Air's.pdf; Ralph Fulton Paint Receipts.pdf

Kevin

Here are the paint, plumbing & HVAC complete costs. Also, I'm looking for my receipt for Angel Rameriz Electricians to run the electrical to the HVAC. It was \$1800 plus \$300 yesterday that was related to a gas line touching an electric wire and tripping the breaker. It was the old gas line they removed from the bathroom per City Code. While removing it, it touched a wire.

Ronda

40 Years Helping People Build Wealth
112 N Main St, Lockhart
Broker, CRS, GRI, ePRO
512-757-1121 (Cell)



*Signed
& approved
9/24/20*

Ronda Reagan
412 West San Antonio Street
Lockhart, TX 78644

(512) 757-1211
ronda@rondareagan.com

ESTIMATE	#256
ESTIMATE DATE	Sep 24, 2020
SCHEDULED DATE	Tue Sep 29, 2020 8:00am
TOTAL	\$5,880.00

CONTACT US
619 Whipper
New Braunfels, TX 78130

(830) 312-8822
info@fastflowplumber.com

ESTIMATE

Services		\$5,880.00
Gas Line Repipe		\$5,880.00
<i>Assess longevity of existing black iron gas lines --- remove all old pipe</i>		
<i>Pressure test potential sections that appear to be salvageable "</i>		
Supply gas to six fixtures throughout house which include a furnace, water heater, range, two fireplaces and a space heater in the entry way		
Remove gas tie line servicing fire place in Texas room and rerun service		
Terminate service lines supplying fixtures no longer in service and remove accessible sections of existing black iron that is to be terminated		
Pull all proper permits that are required		
Set up pressure test of entire gas system of residence for inspection		
Use of only code complaint material to include trac pipe, trac pipe fittings and black iron		

Subtotal	\$5,880.00
Tax (Tax 8.25%)	\$0.00
Total	\$5,880.00

APPROVED

Thank You for choosing Fast Flow Plumbing & Drain.
Regulated by the Texas State Board of Plumbing Examiners
P.O. BOX 4200, Austin, TX 78765, 512-458-2145
Jacob Northam M-42464

146



Reliable Air
 4702 N State HWY 123, Ste C
 San Marcos, TX, 78666
 Phone: 512-396-8183
 service@reliableairtx.com

②

QUOTE

DATE	INVOICE #	CUST #
8/20/2020	0000029928	0003213

BILL TO:

Ronda Reagan
 412 West San Antonio
 Lockhart TX 78644

Carrier

*paid
9/25/20*

LOCATION:

Ronda Reagan - Personal Home
 412 West San Antonio St
 Lockhart, TX 78644

HVAC? Green speed technology?

P.O. NUMBER	TERMS	SALES PERSON	
	COD	Edgar Alvarado	
QUAN	DESCRIPTION	PRICE EACH	AMOUNT
1.00	Equipment: Install a CARRIER Infinity 18 seer 4.0 Ton 5 Stage Communicating Inverter Heat Pump with Variable Speed Electric Air Handler with backup heat Ductwork: R-6 Ductboard Plenums with R-8 Flexible Ducts Electrical: Installing new whips to Air Handler and condenser from disconnects Filter: Long Lasting Honeywell 4" Media Filter changes at the unit Thermostat: Carrier Infinity WiFi Touchscreen Programable Thermostat Includes: New service platform and Catwalk Blow in R-38 insulation in attic. Low-voltage wiring. Refrigerant line sets. Condensate drains. Safety overflow devices. Condenser pad. Our sheetrocker to return to cover any exposed duct or repair patches and repaint at our expense. Complementary initial system tutorial end 6 month check up WARRANTY: Reliable Air Two-Year Workmanship limited warranty Warranty: Equipment includes manufacturer's 10 Years parts limited warranty.	23,622.00	23,622.00
TOTAL			\$23,622.00

*58% smaller - verify
3 only - verify
3 ton size*

*Remove Halo Air Cleaner
? will do*

ck# 971

1075



Custom Carpenter and Contractor
1152 Spotted Horse Trail
Dale, Texas 78616
512-787-7934
512-398-2994

Ronda Reagan 8/17/ - 8/21/20
Coopwood House

Scrape loose paint @ West side, ready for paint.

repair siding

Pressure wash front porch and walls, and side walk entry

18 hrs @ 65 1235

30 hrs @ 20 600

materials

90
1925

274



Custom Carpenter and Contractor
1152 Spotted Horse Trail
Dale, Texas 78616
512-787-7934
512-398-2994

8-24-20 + 8-29-20

Ronda R. Coopwood House

- o scrape paint
- o Begin painting
- o install window trim
- o install window screens shades
- o paint chimney
- o pressure wash patio
- o pressure wash balcony wall ceiling floor and wicker chairs
- o glass 3x2 windows
- o rebuild frame (window)

28.5 @ 65

1852

15.5 @ 20

310

7 @ 35

245

\$ 2407.00

3025
 Pd 9/10/20
 ck # 965



Custom Carpenter and Contractor
 1152 Spotted Horse Trail
 Dale, Texas 78616
 512-787-7934
~~512-398-2394~~

Panda Reagan 8/31 - 9/04/20
 work done scrape loose paint,
 caulk & paint, window repair, glaze
 flashing repair.

@ 20/hr = 910
 90 hrs } 45.5 @ 20
 } 44.5 @ 30
 } 25 @ 60
 ? w/ to
 sets?
 this?

Quit @ 9:37
 Friday due to rain
 No work after noon
~~Wed 9/2/20~~
~~Thu 9/3/20~~
 M, T, T } 3 days
 4 guys used
 9/3

	910
	1335
	1500
	<hr/>
	3745.00
materials	191.00
	<hr/>
total	\$ 3936

405



Custom Carpenter and Contractor
1152 Spotted Horse Trail
Dale, Texas 78616
512-787-7934
512-398-2994

Ronda Reagan

9/7 - 9/17/20

Scrape
paint
TV antenna

18.5 @ 30

555

13 @ 20

260

8 @ 60

480

1295

materials

total

8
1303

5085



Custom Carpenter and Contractor
1152 Spotted Horse Trail
Dale, Texas 78616
512-787-7934
512-398-2994

9-14 thru 9-16

Randa Reagan

painting
build & hang door
repair jambs
rescreen wood window screen

Custodio	15	450
Arturo	5	150
Alex	15.5	310
Ralph	12	<u>720</u>
		1630
		<u>150</u>
screen cleaning		\$ 1480
		67
		<u>1547</u>
		152



SHERWIN-WILLIAMS.



SHERWIN-WILLIAMS.

5 Gallons PAINT

SAN MARCOS Store 7054

305 N EDWARD GARY DR
SAN MARCOS TX 78666 5707
(512)392-0101
Fax (512) 392-0103
www.sherwin-williams.com

SAN MARCOS Store 7054

305 N EDWARD GARY DR
SAN MARCOS TX 78666 5707
(512)392-0101
Fax (512) 392-0103
www.sherwin-williams.com

SALE
Tran # 1878-6
E24/10632
Michael

4:00pm
09/03/20
10

REAGAN*RONDA
Account XXXX
Job 1 REAGAN*RONDA

Bill To:
REAGAN*RONDA
412 W SAN ANTONIO ST
LOCKHART, TX 78644 2658
(512)396-9001

6504-05822 GALLON K33W251
DURATION SA EXTRA
*Sale Price 3.00 @ 83.99 251.97
Discount (\$) -146.97
Comments: Pricing Accommodation

SUBTOTAL BEFORE TAX 105.00
8.250% SALES TAX:1-447886600 8.66
TOTAL \$113.66

AMERICAN EXPRESS -113.66

Michael

SALE
Tran # 1378-7
E23/10632
Cade

3:21pm
08/21/20
10

REAGAN*RONDA
Account XXXX
Job 1 REAGAN*RONDA

Bill To:
REAGAN*RONDA
412 W SAN ANTONIO ST
LOCKHART, TX 78644 2658
(512)396-9001

6504-05830 5 GAL K33W251
DURATION SA EXTRA
5.00 @ 82.99 414.95
Discount (%30.00) -124.49
Comments: Pricing Accommodation

SUBTOTAL BEFORE TAX 290.46
8.250% SALES TAX:1-447886600 23.96
TOTAL \$314.42

AMERICAN EXPRESS -314.42

Michael



SHERWIN-WILLIAMS.

SAN MARCOS Store 7054

305 N EDWARD GARY DR
SAN MARCOS TX 78666 5707
(512)392-0101
Fax (512) 392-0103
www.sherwin-williams.com

SALE
Tran # 9058-0
E24/13221
Michael

2:44pm
08/31/20
10

REAGAN*RONDA
Account XXXX-
Job 1 REAGAN*RONDA

Bill To:
REAGAN*RONDA
412 W SAN ANTONIO ST
LOCKHART, TX 78644 2658
(512)396-9001

6504-05830 5 GAL K33W251
DURATION SA EXTRA
*Sale Price 5.00 @ 82.99 414.95
Discount (\$) -145.25

SUBTOTAL BEFORE TAX 269.70

8.250% SALES TAX:1-447866600 22.25
TOTAL \$291.95

=====

AMERICAN EXPRESS -291.95

ANGEL RAMIREZ ELECTRIC

TECL #23148

P.O. Box 295

Lockhart, TX 78644

Phone: (512) 913-1306

*pd 10/1/20
Oct #972*

Date: 9-29-20
 Client: LONDA REAGAN
 Address: 412 N. San Antonio Street

Item	Quantity	Description
Range		
Refrigerator		A/C INSTALL
Dishwasher		
Disposal	1	60 AMP BREAKER
Water Heater	1	40 AMP BREAKER
Dryer	1	30 AMP BREAKER
Ceiling Fan	1	A/C DR FOR CONDENSER
Vent/Light	1	- 240 VOLT #8 CIRCUIT
Light Fixtures	1	- 10/2 240 VOLT CIRCUIT
Attic	1	- 6/2 240 VOLT CIRCUIT
Island		
Recess		1800 ⁰⁰
Telephone		
Television		
Heat		
Air Conditioning		
Smoke Detector		
Under Ground		
Over Head		
Miscellaneous		
Total		1800 ⁰⁰

ANGEL RAMIREZ ELECTRIC

TECL #23148

P.O. Box 295

Lockhart, TX 78644

Phone: (512) 913-1306

Date: 9-6-20
 Client: RONDA PEACAN
 Address: _____

related to gas line

Item	Quantity	Description
Range		REPAIR CIRCUIT TO BATHROOM WATER HOUSE 300.00
Refrigerator		
Dishwasher		
Disposal		
Water Heater		
Dryer		
Celling Fan		SOLVING Plug on BACK PATIO
Vent/Light		
Light Fixtures		
Attic		500.00
Island		
Recess		
Telephone		
Television		
Heat		
Air Conditioning		
Smoke Detector		
Under Ground		
Over Head		
Miscellaneous		
Total		800.00

City of Lockhart, Tx

Council Agenda Item Briefing Data

COUNCIL MEETING DATE: October 20, 2020

AGENDA ITEM CAPTION: Discussion and/or action to amend guidelines and eligibility requirements and to extend the Emergency Utility Bill Relief Grant Program to the City of Lockhart's inside-City residential utility customers who are experiencing financial hardships due to COVID-19 pandemic.

ORIGINATING DEPARTMENT AND CONTACT: Finance – Pam Larison

ACTION REQUESTED:

- ORDINANCE RESOLUTION CHANGE ORDER AGREEMENT
 APPROVAL OF BID AWARD OF CONTRACT CONSENSUS X OTHER

BACKGROUND/SUMMARY/DISCUSSION: On April 22nd, the US Department of Treasury issued guidance to State and Local Governments on the Coronavirus Relief Fund (CRF). Under the CARES/CRF, the City of Lockhart is eligible to receive up to \$763,895 and has received 20% upfront funding (\$152,779) to inject cash into the economy and pay for the extraordinary expenses incurred by the COVID-19 pandemic.

On August 18, 2020, the City Council declared that the City's utility services are considered essential services and meet basic public health, sanitation, welfare, and public safety needs of its residents and established the Emergency Utility Bill Relief Program. The City Council established the program that provides special utility bill assistance and the established program eligibility requirements. The Emergency Utility Bill Relief Program is funded through the CARES/CRF which assists in paying for the customer's City of Lockhart utility bill for the months of March, April, May, June, and July of 2020 with the option to extend or amend the program guidelines at a later date.

On October 8, 2020, the consensus of the Council was to extend the program to include all billing cycles up to cycle 1 for December 2020 due on December 25, 2020 and to eliminate the eligibility requirement of income levels from the original program guidelines and requirements. This will allow more residential customers to apply to the program for much needed assistance during the COVID-19 pandemic due to loss or reduction in income.

AMOUNT & SOURCE OF FUNDING: Finance Review initials _____

The funding source for the Emergency Utility Relief Grant Program is from the City of Lockhart's allotment of Coronavirus Relief Fund (CRF) from the Texas Department of Emergency Management (TDEM) authorized under the CARES Act.

STAFF RECOMMENDATION/REQUESTED MOTION: Staff recommends approval of the extension and amended eligibility requirements.

LIST OF SUPPORTING DOCUMENTS: Amended City of Lockhart Emergency Utility Bill Relief Grant Program Summary, Guidelines, and Application, and August 18, 2020 Council minutes.

Department Head initials:

City Manager's Review:





City of Lockhart, Texas
Emergency Utility Bill Relief Grant Program Guidelines
(amended October 20, 2020)

1. Program Objective

The Lockhart City Council has declared that the City's utility services are considered essential utility services to meet basic public health, sanitation, welfare, and public safety needs of its residents.

The Lockhart City Council has approved the implementation of the Emergency Utility Bill Relief Grant program which is intended to help City of Lockhart's inside-City residential utility customers to have uninterrupted access to utility services who are experiencing financial hardships due to COVID-19 pandemic and are unable to pay their utility bills.

2. Funding Source

The funding source for this emergency financial assistance program is from the City of Lockhart's allotment of Coronavirus Relief Fund (CRF) from the Texas Department of Emergency Management (TDEM) under the CARES Act.

3. Effective & Program End Date

The City's Emergency Utility Bill Relief Grant program is effective March 1, 2020 to December 30, 2020. The City Council, at its sole discretion, subject to funding availability may authorize to extend the program end date to any date prior to December 30, 2020.

4. Eligibility Requirements

City's utility customers to be eligible must meet **ALL** requirements identified below to qualify for financial assistance under the City's Emergency Utility Bill Relief Grant program:

- a. Applicant must be experiencing a financial hardship due to loss of job or reduction in income related to COVID-19.
- b. Applicant must be an inside-City residential customer with an active utility account (not account that has been closed).
- c. Applicant must be the primary individual under whose name the utility account is registered and established.

5. Eligible Financial Assistance

Only the following items are eligible and authorized for the use of grant funds under the City's Emergency Utility Bill Relief Grant program.

- a. City of Lockhart's utility bill issued for utility services and billed for the following months:
 - i. March 2020 cycle 2 utility bill due April 10, 2020 through December 2020 cycle 1 utility bill due December 25, 2020.
- b. All utility services provided by and billed for by the City of Lockhart which may include utility services for electric, water, wastewater, solid waste, and storm drainage.

- c. Monthly service charges for utility services.
- d. Late payment penalty.
- e. Service disconnection fee
- f. Does not cover account deposit or new service initiation fees.

6. Financial Assistance for Utility Account Credit

The financial assistance to inside-City residential utility customers who have met the eligibility requirements and who have been approved under the City's Emergency Utility Bill Relief Grant program will be aided as follows:

- a. The customer's utility account will be applied a monetary credit for the customer's monthly utility bill issued for utility services billed for the following months and for which the payment due date is on:
 - i. March 2020 cycle 2 utility bill due April 10, 2020; through December 2020 cycle 1 utility bill due December 25, 2020.
- b. The monetary credit applied to the customer's utility account is not for past due utility account balance(s) outstanding prior to the program effective date of March 1, 2020.
- c. No refunds to utility customers receiving financial assistance under the City's Emergency Utility Bill Relief Grant program shall be allowed and authorized.
- d. Any unused account credit arising as a result of the customer, who has been approved to receive financial assistance under this program, having made a utility payment before the financial assistance approval, shall rollover to the next month.

7. Documentation Required

The City of Lockhart inside-City residential customer to be considered for financial assistance under the City's Emergency Utility Bill Relief Grant program shall provide the following:

- a. Completed Application (Exhibit A attached herewith) and whichever is applicable,
 - 1) Proof of income or pay reduction (latest pay stub), or
 - 2) Proof of approved unemployment claim, or
 - 3) Letter from employer confirming business closure, layoff, or reduction in pay due to COVID-19, and
- b. City of Lockhart Affidavit Form with justification boxes to be checked, signed and dated (Exhibit B attached herewith).

8. Outsourcing of Program Intake & Administrative Services

Due to the urgent and emergency nature and objective of the City's Emergency Utility Bill Relief Grant program, the City Manager and or their designee is hereby authorized to consider, negotiate and recommend for City Council's approval a contract with a professional organization and or a business entity for securing application intake and administration of the grant program on behalf of the City of Lockhart.

9. City Council Authorization

The above program guidelines and eligibility requirements for the City's Emergency Utility Bill Relief Grant were initially reviewed on August 4, 2020 and finally approved by the Lockhart City Council on August 18, 2020. Amendments to program approved by City Council on October 20, 2020, extending billing dates and reducing criteria to allow for increased participation.



City of Lockhart, Texas
Emergency Utility Bill Relief Grant Program Guidelines

EXHIBIT A
APPLICATION FORM

1. Today's Date: _____
2. Applicant's Name: _____
3. Name of Account Holder: _____
4. Utility Account Number: _____ (13-digits, no dashes)
5. My Utility Account: Is Active Has Been Closed-out
6. Service Address: _____
7. Number of People in Household: _____
8. Contact Email Address: _____
9. Contact Phone Number: _____ (10-digits, no dashes)
10. My Monthly Income: _____
11. My Spouse/Partner's Monthly Income: _____
12. Reason for Requesting Emergency
 Financial Assistance: Experiencing Hardship Due to COVID-19
 Loss of Job Due to COVID-19
 Reduction in Income Due to Covid-19
 Other: Please Provide Explanation Below

13. Applicant's Signature: _____



City of Lockhart, Texas
Emergency Utility Bill Relief Grant Program Guidelines

EXHIBIT B
AFFIDAVIT

I, _____, presently residing at _____,
Lockhart, Texas 78644, County of Caldwell, Texas, do hereby solemnly swear that I and my family have
been experiencing financial hardships due to COVID-19 and I am unable to pay my City of Lockhart
utility bill.

I further solemnly swear that I have provided the following documentation as proof for:

1. Loss of job
2. Loss of income
3. Unemployment claim filed
4. Unemployment claim approved
5. Employer's letter confirming business closure, layoff, or
reduction in pay due to COVID-19
6. Other: Explanation provided by me under item #12 on the attached
application

I am requesting financial assistance under the City's Emergency Utility Bill Relief Grant Program. I
hereby agree that should the information submitted by me to receive financial assistance under the
City's Emergency Utility Bill Relief Grant Program is found to be untrue or false, any monetary credit
applied to my City of Utility account will be immediately reversed and I will be responsible for all utility
account balance.

By signing this Affidavit, I hereby attest that I have read this Affidavit, that I fully understand and
acknowledge all claims and statements made by me in this Affidavit, and that all such claims and
statements made by me in this Affidavit are completely true and accurate.

Signature of Applicant & Date

Applications can be mailed to City Hall or dropped in night boxes with documentation. Approval or denial
will be sent via postal address to applicants ~1 week after submission.

HISTORY



D. DISCUSS GUIDELINES AND ELIGIBILITY REQUIREMENTS FOR IMPLEMENTING THE EMERGENCY UTILITY BILL RELIEF GRANT PROGRAM TO ASSIST CITY OF LOCKHART'S INSIDE-CITY RESIDENTIAL UTILITY CUSTOMERS WHO ARE EXPERIENCING FINANCIAL HARDSHIPS DUE TO COVID-19 PANDEMIC TO PAY THEIR CITY OF LOCKHART PROVIDED UTILITY SERVICES BILL FOR THE MONTHS OF MARCH 2020, APRIL 2020, MAY 2020, AND JUNE 2020.

Ms. Larison stated that on April 22, 2020, the U.S. Department of Treasury issued guidance to State and Local Governments on the Coronavirus Relief Fund, under the CARES/CRF. Lockhart is eligible to receive up to \$753,895 and has received 20% upfront funding (\$152,779). One criterion listed under the CARES/CRF, is economic support expense. This expense item allows the City to form an Emergency Utility Bill Relief Program. The City of Lockhart has declared that the City's utility services are considered essential services to meet basic public health, sanitation, welfare, and public safety needs of its residents. Under this special utility bill assistance grant program, if an inside-City residential customer meets the program eligibility requirements, the Emergency Utility Bill Relief Grant will assist in paying for the customer's City of Lockhart utility bills for the months of March, April, May and June of 2020.

A. PRESENTATION AND DISCUSSION WITH EVERGREEN SOLUTIONS REGARDING THE 2020 CITY OF LOCKHART CLASSIFICATION AND COMPENSATION STUDY.

Ms. Bowermon stated that the adopted City of Lockhart 2019-2020 Strategic Priorities identified the need for a classification and compensation study. In the Fiscal Year 2019-2020 budget, Council approved a one-time expenditure for a classification and compensation study. Evergreen Solutions was selected to conduct the study. The study began in late January, and after enduring delays due to the COVID-19 pandemic, Evergreen Solutions has completed the study and findings. She introduced Nancy Berkley and Angele Yazbec of Evergreen Solutions.

Nancy Berkley and Angele Yazbec provided information and there was discussion regarding the following topics of the classification and compensation study:

- Study basics.
- Study process.
- Employee outreach.
- Current conditions.
- Compensation philosophy.
- Classification, compensation and benefits review.
- Proposed pay plans for all employees (civil service and non-civil service).
- Implementation for both civil service and non-civil service employees.
- Estimated annualized salary costs.

RECESS: Mayor White announced that the Council would recess for a break at 7:45 p.m.

REGULAR MEETING

ITEM 1. CALL TO ORDER.

Mayor Lew White called the meeting to order at 8:00 p.m.

162

CONSENSUS: After discussion, the consensus of the Council was to schedule a special meeting on August 31, 2020 at 6:00 p.m. to continue discussion and to consider implementation of the plan.

ITEM 5-C. DISCUSSION AND/OR ACTION REGARDING SETTING THE 2020 COMBINED MAINTENANCE AND OPERATION AND INTEREST AND SINKING PROPOSED PROPERTY TAX RATE FOR THE CITY OF LOCKHART. IF THE PROPOSED TAX RATE EXCEEDS EITHER THE NO NEW REVENUE RATE OR VOTER APPROVAL RATE (WHICHEVER IS LOWER), A RECORD VOTE MUST BE TAKEN TO PLACE A PROPOSAL TO ADOPT THE RATE ON THE AGENDA OF A FUTURE COUNCIL MEETING. IF MOTION PASSES, COUNCIL MUST SCHEDULE AND ANNOUNCE THE DATE, TIME, AND LOCATION OF ONE PUBLIC HEARING REGARDING THE PROPOSED TAX RATE SET BY COUNCIL.

Ms. Larison provided explanation regarding the different tax rate assumption options. There was discussion.

Mayor White made a motion to set the No New Revenue Rate at 0.6354, which includes a debt rate of 0.0833 and a maintenance and operations rate of .5521 and authorize staff to place on the agenda for adoption by ordinance. Mayor Pro-Tem Sanchez seconded. The record vote is as follows:

- Councilmember Jeffry Michelson – yes
- Councilmember David Bryant – yes
- Councilmember Kara McGregor – yes
- Councilmember Brad Westmoreland - yes
- Councilmember Juan Mendoza – yes
- Mayor Pro-Tem Angie Gonzales-Sanchez – yes
- Mayor Lew White – yes

ITEM 5-B. DISCUSSION AND/OR ACTION TO CONSIDER MINUTES OF THE CITY COUNCIL MEETINGS OF JULY 27, 2020, JULY 28, 2020, AND AUGUST 4, 2020.

Councilmember Michelson made a motion to approve the minutes. Mayor Pro-Tem Sanchez seconded. The motion passed by a vote of 7-0.

ITEM 5-D. DISCUSSION AND/OR ACTION TO APPROVE GUIDELINES AND ELIGIBILITY REQUIREMENTS FOR IMPLEMENTING THE EMERGENCY UTILITY BILL RELIEF GRANT PROGRAM TO ASSIST CITY OF LOCKHART'S INSIDE-CITY RESIDENTIAL UTILITY CUSTOMERS WHO ARE EXPERIENCING FINANCIAL HARDSHIPS DUE TO COVID-19 PANDEMIC TO PAY THEIR CITY OF LOCKHART PROVIDED UTILITY SERVICES BILL FOR THE MONTHS OF MARCH 2020, APRIL 2020, MAY 2020, AND JUNE 2020.

After discussion, the consensus of the Council was to add the bills due in July 2020.

Mayor Pro-Tem Sanchez made a motion to approve implementing the Emergency Utility Bill Relief Grant Program to assist City of Lockhart's inside-city residential utility customers who are experiencing financial hardships due to the COVID-19 pandemic and to pay their City of Lockhart provided utility services bill for the months of March 2020, April 2020, May 2020, June 2020 and July 2020. Councilmember Michelson seconded. The motion passed by a vote of 7-0.

City of Lockhart, Texas

Council Agenda Item Briefing Data

COUNCIL MEETING DATE: October 20, 2020

AGENDA ITEM CAPTION:

Discussion and/or action to consider the Mayor's declaration of local disaster regarding requiring face coverings, and addressing other matters related to COVID-19, if necessary.

ORIGINATING DEPARTMENT AND CONTACT: Mayor Lew White and Steve Lewis, City Manager

ACTION REQUESTED:

ORDINANCE RESOLUTION CHANGE ORDER AGREEMENT
 APPROVAL OF BID AWARD OF CONTRACT CONSENSUS OTHER

BACKGROUND/SUMMARY/DISCUSSION:

On September 1, 2020, the City Council adopted Resolution 2020-20 renewing and adopting a requirement that commercial establishments in the City post a notice that facial coverings are a requirement of employees and persons entering such establishments. The requirement that such notice be posted shall remain in effect until terminated or amended by the City Council.

On October 7, 2020, Governor Greg Abbott issued Executive Order GA-32 to allow certain bars and similar establishments to operate at 50% capacity with permission from the County Judge. GA-32 increased the occupancy levels for all business establishments other than bars to 75%. GA-32 also provides that outdoor gatherings in excess of 10 people is prohibited unless the Mayor of the City in which the gathering is held, approves of the gathering, and such approval can be made subject to certain conditions or restrictions not inconsistent with GA-32.

During the October 8, 2020 meeting, the consensus of the City Council was to leave the social gathering limit at 10 individuals and to continue the requirement to post notice of the facial covering requirement.

Effective October 14, 2020 and pursuant to GA-32, Caldwell County Judge Hoppy Haden elected to allow bars or similar establishments to operate with in-person service up to 50% of the total listed occupancy, provided that the businesses follow the recommended minimum standard health protocols. Consistent with protocols for restaurants, all patrons must be seated while eating or drinking and must wear masks when they are not seated at a table. Additionally, tables must be limited to six individuals or less and all establishments must follow specific curfew guidelines. The COVID-19 safety protocols will be enforced through spot-checks by law enforcement and County officials. If an establishment is not following the protocols established by DSHS and Governor Abbot, it will be closed by the County Judge until further notice.

This item is returned to Council for consideration, if necessary.

COMMITTEE/BOARD/COMMISSION ACTION: None.

STAFF RECOMMENDATION/REQUESTED MOTION: None.

LIST OF SUPPORTING DOCUMENTS:

Resolution 2020-20, GA-29, GA-32 and Press Release by Judge Hoppy Haden regarding Opening Bars that includes the Texas Department of State Health's Minimum Standard Health Protocols.

Department Head initials:

City Manager's Review:



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HISTORY

Hoppy Haden
County Judge
512 398-1308

Caldwell County Courthouse
110 South Main Street
Lockhart, TX 78644
Fax: 512 398-1828

B.J. Westmoreland
Commissioner Precinct 1

Barbara Shelton
Commissioner Precinct 2

Edward "Ed" Theriot
Commissioner Precinct 3

Joe Ivan Roland
Commissioner Precinct 4

Angela Rawlinson
County Treasurer
512 398-1300

Barbara A. Gonzales
County Auditor
512 398-1301

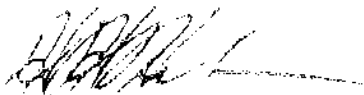


Judge Hoppy Haden to Open Bars In Caldwell County October 9, 2020 | Caldwell County, Texas | Press Release

On Wednesday, Governor Greg Abbott issued an Executive Order to allow certain bars and similar establishments to operate at 50% capacity from permission from the County Judge. The Governor's Executive Order also increases the occupancy levels for all business establishments other than bars to 75%.

Effective October 14, 2020, Caldwell County Judge Hoppy Haden has elected to allow bars or similar establishments to operate with in-person service, provided that the businesses follow the recommended minimum standard health protocols. Under the newest order, dance floors at bars and similar establishments must remain closed. Consistent with protocols for restaurants, all patrons must be seated while eating or drinking and must wear masks when they are not seated at a table. Additionally, tables must be limited to six individuals or less and all establishments must follow specific curfew guidelines. The COVID-19 safety protocols will be enforced through spot-checks by law enforcement and County officials. If an establishment is not following the protocols established by Governor Abbott, it will be closed by the County Judge until further notice.

Opening bars does not mean that COVID-19 is no longer a threat. Caldwell County residents are still susceptible to the virus. As bars and similar businesses begin to open, we must all remain vigilant and show personal responsibility to protect ourselves and our community members. Please continue to observe recommended and common-sense safety practices in all public places.



MINIMUM STANDARD HEALTH PROTOCOLS



CHECKLIST FOR BARS OR SIMILAR ESTABLISHMENTS

Effective October 14, 2020, the County Judge of each county may choose to opt in with the Texas Alcoholic Beverage Commission (TABC) to allow bars or similar establishments to operate with in-person service. Bars or similar establishments located in counties that have opted in may operate for in-person service up to 50% of the total listed occupancy inside the bar or similar establishment, but all customers must be seated while eating or drinking at the bar or similar establishment. There is no occupancy limit outdoors at a bar or similar establishment. Bar or similar establishment employees are not counted toward the occupancy limitation. For these purposes, bars or similar establishments are establishments with a permit from TABC that are not otherwise considered restaurants. All employees and customers must wear a face covering (over the nose and mouth) wherever it is not feasible to maintain 6 feet of social distancing from another individual not in the same household, except when seated at the bar or similar establishment to eat or drink.

The following are the minimum recommended health protocols for all bars or similar establishments choosing to operate in Texas. Bars or similar establishments may adopt additional protocols consistent with their specific needs and circumstances to help protect the health and safety of all employees, contractors, and customers.

The virus that causes COVID-19 can be spread to others by infected persons who have few or no symptoms. Even if an infected person is only mildly ill, the people they could spread it to may become seriously ill or even die, especially if they are 65 or older with pre-existing health conditions that place them at higher risk. Because of the concealed nature of this threat, everyone should rigorously follow the practices specified in these protocols, all of which facilitate a safe and measured reopening of Texas. The virus that causes COVID-19 is still circulating in our communities. We should continue to observe practices that protect everyone, including the most vulnerable.

Please note, public health guidance cannot anticipate or address every unique situation. Bars or similar establishments should stay informed and take actions based on common sense and wise judgment that will protect health and support economic revitalization. Bars or similar establishments should also be mindful of federal and state employment and disability laws, workplace safety standards, and accessibility standards to address the needs of both workers and customers.

Health protocols for serving your customers:

- Customers may not loiter at the bar or in commonly trafficked areas, and should remain seated at tables at the bar or similar establishment.
 - Only provide service to seated individuals, except as provided below.
 - Breweries, wineries, and distilleries may serve customers standing at a counter if the customers are sampling products from the establishment. Groups at the counter may not exceed 6 individuals, and must be separated from other groups by either 6 feet of separation or an engineering control such as a partition.
- Groups must maintain at least 6 feet of distance from other groups at all times, including while waiting to be seated in the bar or similar establishment. The 6 feet of distance between groups seated at different tables is not required if the bar or similar establishment provides engineering controls, such as a partition, between the tables.
 - A booth may be next to another booth as long as a partition is constructed between the booths, and that partition is at least 6 feet tall above ground level.
 - Tables should generally be at least 6 feet apart from any part of another table. However, a bar or similar establishment may have tables at least 4 feet apart from any part of another table, provided the bar or similar establishment uses a partition between the tables that is at least 6 feet tall and 6 feet wide.

MINIMUM STANDARD HEALTH PROTOCOLS

BARS OR SIMILAR ESTABLISHMENTS: Page 2 of 4

- As recommended by the bar and nightclub industry, keep dance floors closed. Activities that enable close human contact are discouraged.
- Pathways for patrons' ingress and egress should be clear and unobstructed.
- Designate staff to ensure customers maintain a 6-foot distance between groups if customers are waiting to enter the bar or similar establishment.
- A hand sanitizing station should be available upon entry to the establishment.
- No tables of more than 6 people.
- Dining:
 - Do not leave condiments, silverware, flatware, glassware, or other traditional table top items on an unoccupied table.
 - Provide condiments only upon request, and in single use (non-reusable) portions or in reusable containers that are cleaned and disinfected after each use.
 - Use disposable menus (new for each patron), or clean and disinfect reusable menus after each use.
 - If a buffet is offered, employees should serve the food to customers.
- Ensure spacing of individuals within the establishment to keep a 6-foot distance between individuals in different groups.**
 - Tables or chairs must be installed to seat all customers to maintain social distancing, and may not be moved.
 - Consider positioning an unoccupied table or other object adjacent to each occupied table, creating space to permanently maintain a 6-foot distance between groups.
 - Take orders from customers seated at a table or by web/phone application.
- Contactless payment is encouraged. Where not available, contact should be minimized. Both parties should wash or sanitize hands after the payment process.

Health protocols for your employees and contractors.

- Train all employees and contractors on appropriate cleaning and disinfection, hand hygiene, and respiratory etiquette.
- Screen employees and contractors before coming into the bar or similar establishment:
 - Send home any employee or contractor who has any of the following new or worsening signs or symptoms of possible COVID-19:

<ul style="list-style-type: none"> - Cough - Shortness of breath or difficulty breathing - Chills - Repeated shaking with chills - Muscle pain - Headache 	<ul style="list-style-type: none"> - Sore throat - Loss of taste or smell - Diarrhea - Feeling feverish or a measured temperature greater than or equal to 100.0 degrees Fahrenheit - Known close contact with a person who is lab confirmed to have COVID-19
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MINIMUM STANDARD HEALTH PROTOCOLS



BARS OR SIMILAR ESTABLISHMENTS: Page 3 of 4

- Do not allow employees or contractors with the new or worsening signs or symptoms listed above to return to work until:
 - In the case of an employee or contractor who was diagnosed with COVID-19, the individual meets all three of the following criteria: at least three days (72 hours) have passed *since recovery* (resolution of fever without the use of fever-reducing medications); and the individual has *improvement* in symptoms (e.g., cough, shortness of breath); and at least ten days have passed *since symptoms first appeared*; or
 - In the case of an employee or contractor who has symptoms that could be COVID-19 and does not get evaluated by a medical professional or tested for COVID-19, the individual should be assumed to have COVID-19, and the individual may not return to work until the individual has completed the same three-step criteria listed above; or
 - If the employee or contractor has symptoms that could be COVID-19 and wants to return to work before completing the above self-isolation period, the individual must obtain a medical professional's note clearing the individual for return based on an alternative diagnosis.
- Do not allow an employee or contractor with known close contact to a person who is lab-confirmed to have COVID-19 to return to work until the end of the 14-day self-quarantine period from the last date of exposure (with an exception granted for healthcare workers and critical infrastructure workers).
- Have employees and contractors wash or sanitize their hands upon entering the bar or similar establishment, and between interactions with customers.
- Have employees and contractors maintain at least 6 feet of separation from other individuals. If this distancing is not feasible, measures such as face covering, hand hygiene, cough etiquette, cleanliness, and sanitation should be rigorously practiced.

Health protocols for your facilities:

- Consider having an employee or contractor manage and control access to the bar or similar establishment, including opening doors to prevent attendees from touching door handles.
- Take steps to ensure 6 feet of social distancing is maintained at the bar or similar establishment between individual patrons, between patrons and waitstaff, and between patrons and bar items such as clean glassware and ice. Such separation may be obtained by ensuring bartenders remain at least 6 feet from customers at the bar, such as by taping off or otherwise blocking bartenders from being within 6 feet of a seated customer, or the use of engineering controls, such as dividers, to keep individuals and/or the bar separate from other individuals.
- Regularly and frequently clean and disinfect any regularly touched surfaces, such as doorknobs, tables, and chairs.
- Regularly and frequently clean restrooms, and document the cleanings.
- Disinfect any items that customers contact.
- Make hand sanitizer, disinfecting wipes, soap and water, or similar disinfectant readily available to employees and customers.
- Consider placing **hand sanitizer** at the bar or similar establishment to remind everyone of best hygiene practices.
- Clean and disinfect the area used by customers (e.g., tables, chairs, etc.) after each group of customers depart, including the disinfecting of tables, chairs, stalls, and countertops.

MINIMUM STANDARD HEALTH PROTOCOLS



BARS OR SIMILAR ESTABLISHMENTS: Page 4 of 4

- Clean and sanitize the bar daily.
- For bars or similar establishments with more than 10 employees and/or contractors present at one time, consider having an individual wholly or partially dedicated to ensuring the health protocols adopted by the establishment are being successfully implemented and followed.
- TABC staff should monitor bars throughout the state of Texas to ensure compliance with these protocols. TABC has the authority to suspend any license that poses an immediate threat or danger to public safety. Failure to follow these protocols may result in a 30-day license suspension for the first infraction, and a 60-day suspension for a second infraction.

If you have video game equipment or other interactive amusements:

- Assign at least one employee or contractor full time to disinfect the video games and other interactive amusements. **Continuous disinfecting is needed to protect customers.**
- Disinfect all gaming equipment before and after customer use.
- Provide equipment disinfecting products throughout facility for use on equipment.
- Ensure only one player can play a game at a time.
- Provide for at least 6 feet of separation between games.

Health protocols for valet parking services:

- Take the temperature of each employee or contractor at the beginning of each shift.
- Utilize the following personal protective equipment for employees and contractors:
 - Cloth face coverings over the nose and mouth, or, if available, non-medical grade face masks over the nose and mouth
 - Single-use disposable gloves that are changed between every interaction with customers and/or vehicles
- Vehicle door handles, ignition switch, steering wheel, and shift knob should be wiped with disinfectant as the valet employee enters and exits the vehicle.
- All workstations and work equipment should be cleaned at the start and the end of each shift, as well as every hour during the shift. These workstations should include the valet podium, key storage locker, tablets, fee computers, receipt printers, etc.
- Valet parking operators should employ contactless payment whenever possible.
- For high-volume operations, appropriate physical distancing indicators should be established to ensure customers maintain at least 6 feet of distance as they wait for their vehicle.
- Where possible, alternative parking options should be provided for customers who are uncomfortable with valet parking.
- Wash or disinfect hands upon entering a business and after any interaction with employees, other customers, or items in the business.
- Make hand sanitizer, disinfecting wipes, soap and water, or similar disinfectant readily available to employees, contractors, and customers.
- Have employees and contractors maintain at least 6 feet of separation from other individuals.

HISTORY

Executive Order

BY THE
GOVERNOR OF THE STATE OF TEXAS

Executive Department
Austin, Texas
October 7, 2020

EXECUTIVE ORDER
GA 32

Relating to the continued response to the COVID-19 disaster as Texas reopens.

WHEREAS, I, Greg Abbott, Governor of Texas, issued a disaster proclamation on March 13, 2020, certifying under Section 418.014 of the Texas Government Code that the novel coronavirus (COVID-19) poses an imminent threat of disaster for all counties in the State of Texas; and

WHEREAS, in each subsequent month effective through today, I have renewed the disaster declaration for all Texas counties; and

WHEREAS, I have issued executive orders and suspensions of Texas laws in response to COVID-19, aimed at protecting the health and safety of Texans and ensuring an effective response to this disaster; and

WHEREAS, I issued Executive Order GA-08 on March 19, 2020, mandating certain social-distancing restrictions for Texans in accordance with guidelines promulgated by President Donald J. Trump and the Centers for Disease Control and Prevention (CDC); and

WHEREAS, I issued Executive Order GA-14 on March 31, 2020, expanding the social-distancing restrictions for Texans based on guidance from health experts and the President; and

WHEREAS, I subsequently issued Executive Orders GA-16, GA-18, GA-21, GA-23, and GA-26 from April through early June 2020, aiming to achieve the least restrictive means of combatting the threat to public health by continuing certain social-distancing restrictions, while implementing a safe, strategic plan to reopen Texas; and

WHEREAS, as Texas reopens in the midst of COVID-19, increased spread is to be expected, and the key to controlling the spread and keeping Texas residents safe is for all Texans to consistently follow good hygiene and social-distancing practices, especially those set forth in the minimum standard health protocols from the Texas Department of State Health Services (DSHS); and

WHEREAS, in June 2020, Texas experienced substantial increases in COVID-19 cases and hospitalizations, necessitating targeted and temporary adjustments to the reopening plan to achieve the least restrictive means for reducing the growing spread of COVID-19 and the resulting imminent threat to public health, and to avoid a need for more extreme measures; and

WHEREAS, I therefore issued Executive Orders GA-28 and GA-29 in late June and early

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3:26 P.M. O'CLOCK

OCT 07 2020

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HISTORY

Governor Greg Abbott
October 7, 2020

Executive Order GA-32
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July 2020, respectively, and amended Executive Order GA-28 by proclamation on July 2, 2020; and

WHEREAS, due to improved medical treatments for COVID-19 patients, substantial increases in testing, abundant supplies of personal protective equipment, and Texans' adherence to safe practices like social distancing, hand sanitizing, and use of face coverings, the spread of COVID-19 and the number of new COVID-19 cases and hospitalizations have steadily and significantly declined since late July; and

WHEREAS, I therefore issued Executive Orders GA-30 and GA-31 on September 17, 2020, allowing additional reopening and non-essential medical surgeries and procedures in Texas, except in some areas with high hospitalizations as defined in those orders; and

WHEREAS, as Texas continues to reopen, everyone must act safely, and to that end, this executive order and prior executive orders provide that all persons should follow the health protocols from DSHS, which whenever achieved will mean compliance with the minimum standards for safely reopening, but which should not be used to fault those who act in good faith but can only substantially comply with the standards in light of scarce resources and other extenuating COVID-19 circumstances; and

WHEREAS, in the Texas Disaster Act of 1975, the legislature charged the governor with the responsibility "for meeting ... the dangers to the state and people presented by disasters" under Section 418.011 of the Texas Government Code, and expressly granted the governor broad authority to fulfill that responsibility; and

WHEREAS, under Section 418.012, the "governor may issue executive orders ... hav[ing] the force and effect of law;" and

WHEREAS, failure to comply with any executive order issued during the COVID-19 disaster is an offense punishable under Section 418.173 by a fine not to exceed \$1,000, and may be subject to regulatory enforcement;

NOW, THEREFORE, I, Greg Abbott, Governor of Texas, by virtue of the power and authority vested in me by the Constitution and laws of the State of Texas, and in accordance with guidance from the Commissioner of the Texas Department of State Health Services, Dr. John Hellerstedt, other medical advisors, the White House, and the CDC, do hereby order the following on a statewide basis effective at 12:01 a.m. on October 14, 2020:

Every business establishment in Texas shall operate at no more than 75 percent of the total listed occupancy of the establishment: provided, however, that:

1. There is no occupancy limit for the following:
 - a. any services listed by the U.S. Department of Homeland Security's Cybersecurity and Infrastructure Security Agency (CISA) in its Guidance on the Essential Critical Infrastructure Workforce, Version 4.0 or any subsequent version;
 - b. religious services, including those conducted in churches, congregations, and houses of worship;
 - c. local government operations, including county and municipal governmental operations relating to licensing (including marriage licenses), permitting, recordation, and document-filing services, as determined by the local government.

FILED IN THE OFFICE OF THE
SECRETARY OF STATE
3 P.M. O'CLOCK

OCT 07 2020

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HISTORY

Governor Greg Abbott
October 7, 2020

Executive Order GA-32
Page 3

- d. child-care services;
 - e. youth camps, including but not limited to those defined as such under Chapter 141 of the Texas Health and Safety Code, and including all summer camps and other daytime and overnight camps for youths;
 - f. recreational sports programs for youths and adults;
 - g. any public or private schools, and any public or private institutions of higher education, not already covered above;
 - h. drive-in concerts, movies, or similar events, under guidelines that facilitate appropriate social distancing, that generally require spectators to remain in their vehicles, and that minimize in-person contact between people who are not in the same household or vehicle; and
 - i. the following establishments that operate with at least six feet of social distancing between work stations: cosmetology salons, hair salons, barber shops, nail salons/shops, and other establishments where licensed cosmetologists or barbers practice their trade; massage establishments and other facilities where licensed massage therapists or other persons licensed or otherwise authorized to practice under Chapter 455 of the Texas Occupations Code practice their trade; and other personal-care and beauty services such as tanning salons, tattoo studios, piercing studios, hair removal services, and hair loss treatment and growth services.
2. In areas with high hospitalizations as defined below, any business establishment that otherwise would have a 75 percent occupancy or operating limit may operate at up to only 50 percent. This paragraph does not apply, however, to business establishments located in a county that has filed with DSHS, and is in compliance with, the requisite attestation form promulgated by DSHS regarding minimal cases of COVID-19.
- "Areas with high hospitalizations" means any Trauma Service Area that has had seven consecutive days in which the number of COVID-19 hospitalized patients as a percentage of total hospital capacity exceeds 15 percent, until such time as the Trauma Service Area has seven consecutive days in which the number of COVID-19 hospitalized patients as a percentage of total hospital capacity is 15 percent or less. A current list of areas with high hospitalizations will be maintained at www.dshs.texas.gov/ga3031.
3. Except as provided below by paragraph No. 5, there is no occupancy limit for outdoor areas, events, and establishments, with the exception of the following outdoor areas, events, or establishments that may operate at no more than 75 or 50 percent, as applicable, of the normal operating limits as determined by the owner:
- a. amusement parks;
 - b. water parks;
 - c. swimming pools;
 - d. museums and libraries; and
 - e. zoos, aquariums, natural caverns, and similar facilities
4. All indoor and outdoor professional, collegiate, and similar sporting events, including rodeos and equestrian events, shall remain limited to 50 percent of the normal operating limits as determined by the owner
5. For any outdoor gathering in excess of 10 people, including rafting, tubing, and related services, other than those set forth above in paragraph Nos. 1, 3, or 4, the gathering is prohibited unless the mayor of the city in which the gathering is held, or the county judge in the case of a gathering in an unincorporated area, approves of the gathering, and such approval can be made subject to certain conditions or restrictions not inconsistent with this executive order

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3:00 P.M. O'CLOCK

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HISTORY

Governor Greg Abbott
October 7, 2020

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Page 4

6. Restaurants that have less than 51 percent of their gross receipts from the sale of alcoholic beverages, and whose customers eat or drink only while seated, may offer dine-in services.
7. Bars or similar establishments that hold a permit from the Texas Alcoholic Beverage Commission (TABC), and are not restaurants as defined above in paragraph No. 6, may offer on-premises services only as described by this paragraph. A bar or similar establishment may offer on-premises services at up to 50 percent of the total listed occupancy of the establishment if:
 - a. the bar or similar establishment is not in an area with high hospitalizations as defined above, and the county judge of the county in which the bar or similar establishment is located files the requisite form with TABC; or
 - b. the bar or similar establishment is in an area with high hospitalizations as defined above, but is located in a county that has filed with DSHS, and is in compliance with, the requisite attestation form promulgated by DSHS regarding minimal cases of COVID-19, and the county judge of the county in which the bar or similar establishment is located also files the requisite form with TABC.

Patrons at bars or similar establishments operating under this paragraph may eat or drink only while seated, except that in an establishment that holds a permit from TABC as a brewer, distiller/rectifier, or winery, customers may sample beverages while standing so long as they are in a group of six people or fewer and there is at least six feet of social distancing or engineering controls, such as partitions, between groups.

Where applicable, this 50 percent occupancy limit applies only indoors; the limit does not apply to outdoor areas, events, or establishments, although social distancing and other protocols must be followed.

People shall not visit bars or similar establishments that are located in counties not included in parts (a) or (b) above. A current list of all counties reopening under this paragraph will be maintained on TABC's website.

The use by bars or similar establishments of drive-thru, pickup, or delivery options for food and drinks remains allowed to the extent authorized by TABC.

8. For purposes of this executive order, facilities with retractable roofs are considered indoor facilities, whether the roof is opened or closed.
9. Staff members are not included in determining operating levels, except for manufacturing services and office workers.
10. Except as provided in this executive order or in the minimum standard health protocols recommended by DSHS, found at www.dshs.texas.gov/coronavirus, people shall not be in groups larger than 10 and shall maintain six feet of social distancing from those not in their group.
11. People over the age of 65 are strongly encouraged to stay at home as much as possible; to maintain appropriate distance from any member of the household who has been out of the residence in the previous 14 days; and, if leaving the home, to implement social distancing and to practice good hygiene, environmental cleanliness, and sanitation.
12. In providing or obtaining services, every person (including individuals, businesses, and other legal entities) should use good-faith efforts and available resources to follow the minimum standard health protocols recommended by DSHS.
13. Nothing in this executive order or the DSHS minimum standards precludes requiring a customer to follow additional hygiene measures when obtaining

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SECRETARY OF STATE
3:28 P.M. O'CLOCK

OCT 07 2020

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HISTORY

Governor Greg Abbott
October 7, 2020

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Page 5

services.

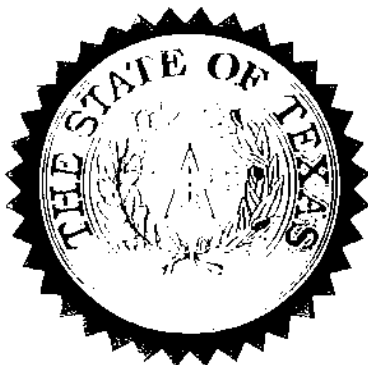
14. People may visit nursing homes, state supported living centers, assisted living facilities, or long-term care facilities as determined through guidance from the Texas Health and Human Services Commission (HHSC). Nursing homes, state supported living centers, assisted living facilities, and long-term care facilities should follow infection control policies and practices set forth by HHSC, including minimizing the movement of staff between facilities whenever possible.
15. Public schools may operate as provided by, and under the minimum standard health protocols found in, guidance issued by the Texas Education Agency (TEA). Private schools and institutions of higher education are encouraged to establish similar standards.

Notwithstanding anything herein to the contrary, the governor may by proclamation add to the list of establishments or venues that people shall not visit.

This executive order shall supersede any conflicting order issued by local officials in response to the COVID-19 disaster, but only to the extent that such a local order restricts services allowed by this executive order, allows gatherings prohibited by this executive order, or expands the list or scope of services as set forth in this executive order. Pursuant to Section 418.016(a) of the Texas Government Code, I hereby suspend Sections 418.1015(b) and 418.108 of the Texas Government Code, Chapter 81, Subchapter E of the Texas Health and Safety Code, and any other relevant statutes, to the extent necessary to ensure that local officials do not impose restrictions in response to the COVID-19 disaster that are inconsistent with this executive order, provided that local officials may enforce this executive order as well as local restrictions that are consistent with this executive order.

All existing state executive orders relating to COVID-19 are amended to eliminate confinement in jail as an available penalty for violating the executive orders. To the extent any order issued by local officials in response to the COVID-19 disaster would allow confinement in jail as an available penalty for violating a COVID-19-related order, that order allowing confinement in jail is superseded, and I hereby suspend all relevant laws to the extent necessary to ensure that local officials do not confine people in jail for violating any executive order or local order issued in response to the COVID-19 disaster.

This executive order supersedes Executive Order GA-30, but does not supersede Executive Orders GA-10, GA-13, GA-17, GA-24, GA-25, GA-29, or GA-31. This executive order shall remain in effect and in full force unless it is modified, amended, rescinded, or superseded by the governor. This executive order may also be amended by proclamation of the governor.



Given under my hand this the 7th
day of October, 2020.


GREG ABBOTT
Governor

FILED IN THE OFFICE OF THE
SECRETARY OF STATE
3:00 P.M. O'CLOCK

OCT 07 2020

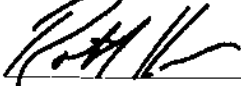
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HISTORY

Governor Greg Abbott
October 7, 2020

Executive Order GA-32
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ATTESTED BY:



RUTH R. HUGHES
Secretary of State

FILED IN THE OFFICE OF THE
SECRETARY OF STATE
3:00 P.M. O' CLOCK

OCT 07 2020

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HISTORY

RESOLUTION NO. 2020-20

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOCKHART, TEXAS, RENEWING AND ADOPTING A REQUIREMENT THAT COMMERCIAL ESTABLISHMENTS IN THE CITY POST A NOTICE THAT FACIAL COVERINGS ARE REQUIRED OF PERSONS ENTERING SUCH ESTABLISHMENTS

WHEREAS, by amended Declaration of State Declaration of Local State of Disaster related to the Coronavirus pandemic, effective on June 25, 2020 at 11:59 p.m., the Mayor of Lockhart required all commercial entities in the City providing goods or services directly to the public to require, at a minimum, that all employees and visitors wear facial covering of the nose and mouth while on the commercial entity's business premises or other facilities except in certain circumstances; and

WHEREAS, the amended Declaration provided an attached notice of the requirement for facial coverings and ordered that it be posted at the entrances to each commercial establishment or other conspicuous location sufficient to provide notice to employees and visitors of all health and safety requirements; and

WHEREAS, by Executive Order GA-29 issued by the Governor of Texas, effective statewide July 3, 2020, every person in Texas was required to wear a face covering over the nose and mouth when inside a commercial entity or other building or space open to the public, or when in an outdoor public space, wherever it is not feasible to maintain six feet of social distancing from another person not in the same household, except in certain enumerated circumstances listed in the order; and

WHEREAS, the City Council of Lockhart desires to renew and adopt the requirement that the notice that was attached to the amended Declaration be posted at the entrances to each commercial establishment or other conspicuous location sufficient to provide notice to employees and visitors of the requirement for facial covering and other health-related rules, which notice was not required under GA-29;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LOCKHART, that:

1. The foregoing recitals are adopted and incorporated herein for all purposes.

HISTORY

2. Effective immediately, a notice of the requirement for facial coverings, in the form attached, shall be posted in the City of Lockhart at the entrances to each commercial establishment or other conspicuous location sufficient to provide notice to employees and visitors of the requirement for facial coverings and other health and safety requirements.
3. The requirement that such notice be posted shall remain in effect until terminated or amended by the City Council of Lockhart.

APPROVED AND ADOPTED on this the 1st day of September 2020.

CITY OF LOCKHART



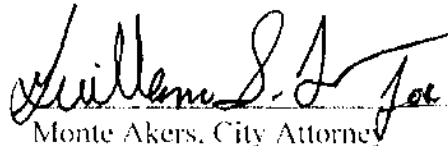
Lew White, Mayor

ATTEST:



Connie Constancio, City Secretary

Approved as to form:



Monte Akers, City Attorney

NOTICE

FACIAL COVERING REQUIRED

BY ORDER OF THE MAYOR OF LOCKHART UNDER THE TEXAS DISASTER ACT OF 1975:

All persons over the age of 10 entering, working, or visiting this establishment are required to wear covering over the nose and mouth for the purpose of slowing the spread of the COVID-19 virus and promoting the re-opening of the Lockhart economy.

Your cooperation is both critical and appreciated to protect public health and safety. We look forward to serving you with your mask.



AVISO

SE REQUIERE MASCARILLA

POR ORDEN DEL ALCALDE DE LOCKHART BAJO LA LEY DE DESASTRES DE TEXAS DE 1975:

Todas las personas mayores de 10 años que entren, trabajen o visiten este establecimiento están requeridos a cubrirse la nariz y la boca para el propósito de lentar el sparcimiento del virus de COVID-19 y promoviendo la reapertura de la economía de Lockhart.

Su cooperación es ambos críticos y apreciados para proteger la salud y la seguridad publica. Esperamos servirle con máscara.



HISTORY

Executive Order

BY THE
GOVERNOR OF THE STATE OF TEXAS

Executive Department
Austin, Texas
July 2, 2020

EXECUTIVE ORDER
GA 29

Relating to the use of face coverings during the COVID-19 disaster.

WHEREAS, I, Greg Abbott, Governor of Texas, issued a disaster proclamation on March 13, 2020, certifying under Section 418.014 of the Texas Government Code that the novel coronavirus (COVID-19) poses an imminent threat of disaster for all counties in the State of Texas; and

WHEREAS, in each subsequent month effective through today, I have renewed the disaster declaration for all Texas counties; and

WHEREAS, the Commissioner of the Texas Department of State Health Services (DSHS), Dr. John Hellerstedt, has determined that COVID-19 continues to represent a public health disaster within the meaning of Chapter 81 of the Texas Health and Safety Code; and

WHEREAS, I have issued executive orders and suspensions of Texas laws in response to COVID-19, aimed at using the least restrictive means available to protect the health and safety of Texans and ensure an effective response to this disaster; and

WHEREAS, as Texas reopens in the midst of COVID-19, increased spread is to be expected, and the key to controlling the spread and keeping Texans safe is for all people to consistently follow good hygiene and social-distancing practices; and

WHEREAS, due to recent substantial increases in COVID-19 positive cases, and increases in the COVID-19 positivity rate and hospitalizations resulting from COVID-19, further measures are needed to achieve the least restrictive means for reducing the growing spread of COVID-19, and to avoid a need for more extreme measures; and

WHEREAS, I have joined the medical experts in consistently encouraging people to use face coverings, and health authorities have repeatedly emphasized that wearing face coverings is one of the most important and effective tools for reducing the spread of COVID-19; and

WHEREAS, given the current status of COVID-19 in Texas, requiring the use of face coverings is a targeted response that can combat the threat to public health using the least restrictive means, and if people follow this requirement, more extreme measures may be avoided; and

WHEREAS, wearing a face covering is important not only to protect oneself, but also to avoid unknowingly harming fellow Texans, especially given that many people who go into public may have COVID-19 without knowing it because they have no symptoms; and

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SECRETARY OF STATE
2:30pm O'CLOCK

JUL 02 2020

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HISTORY

Governor Greg Abbott
July 2, 2020

Executive Order GA-29
Page 2

WHEREAS, the "governor is responsible for meeting . . . the dangers to the state and people presented by disasters" under Section 418.011 of the Texas Government Code, and the legislature has given the governor broad authority to fulfill that responsibility; and

WHEREAS, failure to comply with any executive order issued during the COVID-19 disaster is an offense punishable under Section 418.173 by fine;

NOW, THEREFORE, I, Greg Abbott, Governor of Texas, by virtue of the power and authority vested in me by the Constitution and laws of the State of Texas, do hereby order the following on a statewide basis effective at 12:01 p.m. on July 3, 2020:

Every person in Texas shall wear a face covering over the nose and mouth when inside a commercial entity or other building or space open to the public, or when in an outdoor public space, wherever it is not feasible to maintain six feet of social distancing from another person not in the same household; provided, however, that this face-covering requirement does not apply to the following:

1. any person younger than 10 years of age;
2. any person with a medical condition or disability that prevents wearing a face covering;
3. any person while the person is consuming food or drink, or is seated at a restaurant to eat or drink;
4. any person while the person is (a) exercising outdoors or engaging in physical activity outdoors, and (b) maintaining a safe distance from other people not in the same household;
5. any person while the person is driving alone or with passengers who are part of the same household as the driver;
6. any person obtaining a service that requires temporary removal of the face covering for security surveillance, screening, or a need for specific access to the face, such as while visiting a bank or while obtaining a personal care service involving the face, but only to the extent necessary for the temporary removal;
7. any person while the person is in a swimming pool, lake, or similar body of water;
8. any person who is voting, assisting a voter, serving as a poll watcher, or actively administering an election, but wearing a face covering is strongly encouraged;
9. any person who is actively providing or obtaining access to religious worship, but wearing a face covering is strongly encouraged;
10. any person while the person is giving a speech for a broadcast or to an audience; or
11. any person in a county (a) that meets the requisite criteria promulgated by

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SECRETARY OF STATE
2:30 PM O'CLOCK

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HISTORY

the Texas Division of Emergency Management (TDEM) regarding minimal cases of COVID-19, and (b) whose county judge has affirmatively opted-out of this face-covering requirement by filing with TDEM the required face-covering attestation form—provided, however, that wearing a face covering is highly recommended, and every county is strongly encouraged to follow these face-covering standards.

Not excepted from this face-covering requirement is any person attending a protest or demonstration involving more than 10 people and who is not practicing safe social distancing of six feet from other people not in the same household.

TDEM shall maintain on its website a list of counties that are not subject to this face-covering requirement pursuant to paragraph number 11. The list can be found at: www.tdem.texas.gov/ga29.

Following a verbal or written warning for a first-time violator of this face-covering requirement, a person's second violation shall be punishable by a fine not to exceed \$250. Each subsequent violation shall be punishable by a fine not to exceed \$250 per violation.

Local law enforcement and other local officials, as appropriate, can and should enforce this executive order, Executive Order GA-28, and other effective executive orders, as well as local restrictions that are consistent with this executive order and other effective executive orders. But no law enforcement or other official may detain, arrest, or confine in jail any person for a violation of this executive order or for related non-violent, non-felony offenses that are predicated on a violation of this executive order; provided, however, that any official with authority to enforce this executive order may act to enforce trespassing laws and remove violators at the request of a business establishment or other property owner.

This executive order hereby prohibits confinement in jail as a penalty for the violation of any face-covering order by any jurisdiction.

Executive Order GA-28 is hereby amended to delete from paragraph number 15 the phrase "but no jurisdiction can impose a civil or criminal penalty for failure to wear a face covering."

The governor may by proclamation amend this executive order or add to the list of people to whom this face-covering requirement does not apply.

This executive order does not supersede Executive Orders GA-10, GA-13, GA-17, GA-19, GA-24, GA-25, GA-27 or GA-28 as amended. This executive order shall remain in effect and in full force until modified, amended, rescinded, or superseded by the governor.

FILED IN THE OFFICE OF THE
SECRETARY OF STATE
2:30 PM O'CLOCK
JUL 02 2020

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HISTORY

Governor Greg Abbott
July 2, 2020

Executive Order GA-29
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Given under my hand this the 2nd
day of July, 2020.

Greg Abbott

GREG ABBOTT
Governor

ATTESTED BY:

Ruth R. Hughs

RUTH R. HUGHS
Secretary of State

FILED IN THE OFFICE OF THE
SECRETARY OF STATE
2:30pm O'CLOCK

JUL 02 2020

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LIST OF BOARD/COMMISSION VACANCIES

Updated: August 13, 2020

Board Name	Reappointments/Vacancies	Council member
Board of Adjustment	One Alternate position	Any Councilmember

APPLICATIONS RECEIVED TO BE ON A BOARD/COMMISSION

APPLICANT	BOARD REQUESTED	DATE RECEIVED	RESIDENCE DISTRICT
Dennis McCown	LHPC	August 10, 2020	District 2
Anna Lowe	1 st pick - Planning & Zoning 2 nd pick – LHPC	August 13, 2020	Caldwell County Resident

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<p>The following are NOTES regarding appointments to several boards that have certain criteria that should be met, such as qualifications or number to serve on the board. Boards that are not listed below have a seven member board and are open to any citizen without qualifications.</p>	
<p>NOTES: AIRPORT ADVISORY BOARD</p>	<p>Sec. 4-26. Membership; appointments. The Lockhart Airport Advisory Board shall be composed of seven members to be appointed in accordance with section 2-210. At least five members must currently be or have been flight rated, and two members may be appointed as at-large members. Members shall serve three-year terms, such terms coinciding with the council position making the appointment.</p> <p>Sec. 4-28. Eligibility for board membership. No person having a financial interest in any commercial carrier by air, or in any concession, right or privilege to conduct any business or render any service for compensation upon the premises of the Lockhart Municipal Airport shall be eligible for membership on the Lockhart Airport Advisory Board.</p> <p>Sec. 4-32. Limitations of authority. The Lockhart Municipal Airport Advisory Board shall not have authority to incur or create any debt in connection with airport operations; nor shall the board be empowered to enter into any contract, leases, or other legal obligations binding upon the City of Lockhart; nor shall the board have authority to hire airport personnel or direct airport personnel in the execution of their duties.</p>
<p>NOTES: CONSTRUCTION BOARD APPOINTMENTS</p>	<p><i>Section B101.4, Board Decision,</i> is amended to read as follows: The construction board of adjustments and appeals shall have the power, as further defined in Appendix B, to hear appeals of decisions and interpretations of the building official and consider variances of the technical codes; and to conduct hearings on determinations of the building official regarding unsafe or dangerous buildings, structures and/or service systems, and to issue orders in accordance with the procedures beginning with section 12-442 of this Code [of Ordinances].</p> <p><i>Section B101.2, Membership of Board,</i> is amended to read as follows: Each District Council member and the Mayor shall appoint one member to the Construction Board of Appeals making it a five (5) member board and each Councilmember at Large shall appoint an alternate. The term of office of the board members shall be three (3) years, such terms coinciding with the council position making the appointment. The two (2) alternates shall also serve the term coinciding with the council position making the appointments. Vacancies shall be filled for an unexpired term in the manner in which the original appointments are required to be made. Board members shall consist of members who are qualified by experience and/or training to pass on matters pertaining to building construction and are not employees of the City of Lockhart.</p>
<p>NOTES: ELECTRIC BOARD APPOINTMENTS</p>	<p>Sec. 12-132. Members. (a) Appointments to the examining and supervisory board of electricians and appeals shall conform to section 2-210 except that the board shall consist of five persons with one being appointed by each district council member and one by the mayor. Each member shall serve three-year terms with such terms to coincide with the council position making the appointment. (b) Each board member shall reside within the county and such board shall include one member who shall be a building contractor; one layman; two members shall be master electricians who are currently licensed by the city; and one member shall be either a building contractor or master electrician licensed by the city. There shall be two ex-officio members, one who shall be the city electrical inspector, and one shall be the fire marshal.</p> <p>Sec. 12-133. Officers and quorum. The members of the examining and supervising board of electricians and appeals shall select a chairman and secretary. A quorum shall consist of three members.</p>
<p>NOTES: HISTORIC PRESERVATION COMMISSION</p>	<p>Sec. 28-3. Historical preservation commission. (b) The commission shall consist of seven members, appointed by the city council in accordance with section 2-210, who shall whenever possible meet one or more of the following qualities: (1) A registered architect, planner or representative of a design profession, (2) A registered professional engineer in the State of Texas, (3) A member of a nonprofit historical organization of Caldwell County, (4) A local licensed real estate broker or member of the financial community, (5) An owner of an historic landmark residential building, (6) An owner or tenant of a business property that is an historic landmark or in an historic district, (7) A member of the Caldwell County Historical Commission.</p>
<p>NOTES: PARKS ADVISORY BOARD</p>	<p>Sec. 40-133. Members. (a) The board shall consist of seven members appointed in accordance with section 2-210 to serve three years terms, such terms to coincide with the council position making the appointment and two alternates shall also be appointed by the mayor and mayor pro-tem, one each. The two alternates shall also serve the term coinciding with the council position making the appointments. Vacancies shall be filled for an unexpired term in the manner in which the original appointments are required to be made. (Ordinance 06-08, adopted February 7, 2006)</p>

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<p>NOTES: Lockhart Economic Dev Corp</p>	<p>LEDC Bylaws – Article II. Board of Directors Section 1. Powers, Number and Term of Office a. The property and affairs of the Corporation shall be managed and controlled by a Board of Directors (The “Board”) under the guidance and direction of the Lockhart City Council and, subject to the restrictions imposed by law, by the Articles of Incorporation, and by these Bylaws the Board shall exercise all of the powers of the Corporation. b. The Board shall consist of seven directors, each of whom shall be appointed by the City Council of the City. Each director shall occupy a place (individually the “Place” and collectively, the “Places”) as designated herein. Places 1-4 are designated for Councilmember Directors from Councilmember Districts 1 through 4 respectively. In the event that a particular Councilmember from said District is unable or unwilling to serve in the capacity as a Director, that Councilmember shall have the right to nominate a non-councilmember for approval and appointment. Places 5-7 are designated for Citizen Member Directors. c. The directors constituting the first Board shall be those directors named in the Articles of Incorporation. Successor directors shall have the qualifications, shall be of the classes of directors, and shall be appointed to the terms set forth in the Articles of Incorporation. d. Any director may be removed from office by the City Council at will.</p>
<p>NOTES: ORDINANCE RE: ALL BOARD, COMMISSION APPOINTMENTS</p>	<p>Sec. 2-209. - Rules for appointment. The city council hereby sets the following rules: (1) Except as may be established by existing city ordinances/resolutions the process for selecting members shall be open to all Lockhart citizens, who must apply for appointment, to include those applying for reappointment. Reappointment shall not be deemed automatic. (2) Council shall seek to appoint the most qualified or best persons available, while also respecting the need for diverse community opinions. (3) No member of any appointed body shall serve on more than one quasi-judicial or advisory board or commission. (4) No appointed body shall deviate from its charge, deliberate items not on its agendas, or speak for the council or City of Lockhart without council authorization. (5) Subject to other qualifications as specifically required for membership on the below boards and commissions, the city council shall have the right (but not the duty) to appoint up to two members who are not Lockhart citizens but who are residents of Caldwell County to the Lockhart Airport Advisory Board, the Eugene Clark Library Board, and the construction board of appeals. Section 2-210. Method of selection; number of members; terms. (a) The mayor and city councilmembers shall nominate individuals to serve on boards and commissions. Each nomination shall then be confirmed by a simple majority of the entire city council. (b) Except as provided herein, there shall be seven members appointed to each board or commission corresponding with the seven members or places of the city council. Each city councilmember, except as provided herein, shall nominate a qualified person to serve in a place on an appointed body corresponding to their place on the council. At-large councilmembers shall be designated as places 5 and 6, and the mayor’s position as place 7, for the purpose of this section. Nominations shall be made to fill vacant positions and/or positions whose terms have expired within 90 days of the event, such as a resignation or an election. Should any city councilmember fail to name an appointee to one of his/her corresponding places on any body within the above described 90 days, another councilmember shall then have the privilege to nominate a person to fill that same position, as described in subsection (a). However, once that position becomes vacant again for any reason, the appointment shall revert to the place corresponding with the original city council seat/place number for nominations. (c) Beginning with the election in May, 1998, the council shall nominate and confirm four members to serve in places 1, 2, 5, 6 on each board and commission in accordance with subsections (a) and (b) above, and with the standards set in Ordinance Number 97-09, Governance Policies. With the election of May, 1999, the remaining three places shall be filled following the same procedure as above. (d) Terms of service on appointed bodies shall be the same three-year terms as the councilmember who nominates a person to serve. However, a person may be appointed to complete the unexpired term of a vacant position, due to a resignation, for example. (e) When a person has completed a term, or terms, of service and will be vacating a place, that person may continue to serve until a replacement is nominated and confirmed by the city council. (f) At the discretion of the majority of the city council, one Caldwell County resident who is also an owner of real property within any local historic district may be appointed as a full member to the historical preservation commission. (g) Exceptions to the above regulations shall be all volunteer/special purpose/ad hoc committees appointed from time to time by the city council and the zoning board of adjustments, whose members shall serve two-year terms in accordance with V.T.C.A., Local Government Code § 211.008. All other provisions of this section, and ordinance number 97-09 which do not conflict with the chapters establishing these bodies shall be applicable. Sec. 2-212. Removal and resignation of members. (a) All board, commission and committee members serve at the pleasure of the city council and may be removed from office with or without cause at the discretion of the city council. (b) Board, commission and committee members may resign from office at any time by filing a written resignation, dated and signed by the member, with the City Secretary. Such resignation shall take effect upon receipt by the City Secretary without further action by the city council. If the city council appoints a new member to replace the resigned member, the new member shall be appointed to serve out the remainder of the resigned member’s term.</p>

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<p>NOTES: PARKS MASTER PLAN STEERING COMMITTEE (Est. 09/05/2017)</p>	<p>Committee to have 8-10 members as follows:</p> <ul style="list-style-type: none"> • Councilmembers • City staff • Two Parks Advisory Board members • Business owners • Civic Organization members <p>Committee will assist Burditt Consultants to perform tasks outlined in the Parks Master Plan.</p>
<p>NOTES: AD HOC COMMITTEE - ST. PAUL UNITED CHURCH OF CHRIST PROPERTY (Est. 09/05/2017)</p>	<p>Committee will consist of at least one appointment from Mayor and each Councilmember.</p> <p>The Committee will make recommendations to the Council about the use of the property at 728 S. Main.</p>
<p>NOTES: WAYFINDING SIGNAGE AND COMMUNITY BRANDING AD-HOC (Est. 01/02/2018)</p>	<p>Committee will assist City Planner/Development Services with wayfinding signage and community branding tasks.</p> <p>Committee will consist of up to five members appointed by the Council.</p> <p>NOTE: First Branding and Wayfinding Committee disbanded/dissolved on December 18, 2018.</p> <p>UPDATE: Second Branding and Wayfinding Committee appointed on March 5, 2019.</p>

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NOTES:
HOTEL
OCCUPANCY
TAX ADVISORY
BOARD
(Est. 12-3-
2019)

Sec. 54-127 MEMBERSHIP AND MEETING FREQUENCY

- a. The HOT Advisory Board should consist of five (5) members.
- b. Members shall consist of the following, the appointment of whom shall be confirmed by the City Council
 - i. A lodging facility representative;
 - ii. The City Manager or his/her designee;
 - iii. A former member of the City Council; and
 - iv. Two citizens nominated by Mayor.
- c. The HOT Advisory Board shall meet at least quarterly for allocation of funds and post-event reviews.
- d. Three Board members shall constitute a quorum.
- e. Each Board member shall serve a term of two years.
- f. Vacancies on the Board shall be filled by appointment by the City Council for the remainder of the existing term.

Sec. 54-128 PURPOSE AND RESPONSIBILITY

- a. The legislative functions of the city council shall in no way be delegated to the HOT Advisory Board. The HOT Advisory Board shall be considered a special purpose advisory committee.
- b. The purposes and responsibility of the HOT Advisory Board shall be:
 - i. To receive, review, and evaluate applications from organizations requesting HOT funds;
 - ii. To recommend allocation of HOT funds (as authorized by the Texas Tax Code, Chapter 351) to the City Council;
 - iii. To review the actual expenditures of HOT Funds;
 - iv. To offer suggestions for improvements or changes to the use or administration of HOT funds; and
 - v. To submit an annual report to the City Council that identifies approved expenditures by the City for the preceding year, reviews such approved expenditures in the context of compliance with state laws regarding the use of HOT funds, and evaluates the effectiveness of the approved HOT expenditures and the program.

Sec. 54-129 HOT FUND GRANT PROCESS AND POST-EVENT REPORTING

- a. Applications for funding will be considered at each meeting. Completed applications must be received ten (10) days prior to a meeting of the Board at which it will be reviewed.
- b. Applicants will be notified of the award of funds following approval by the City Council of the award, at which time one-half of approved funding will be awarded.
- c. The Board shall produce guidelines for approved applicants regarding a post-event report from each such applicant that demonstrates qualified expenditures
- d. A post-event report from each approved applicant is required in order for the applicant to receive final payment.

Sec. 54-130 HOT FUND GRANT PROCESS GUIDELINES.

In considering the grant of HOT Funds, the Board and City Council shall:

- i. Ensure that each funding requests for HOT revenues is for one or more statutorily defined purpose;
- ii. Establish and implement a policy of properly utilizing 100% of available HOT funds each year;
- iii. Consider whether funding should be based on a formula for pre-determined activities consistent with authorized uses (e.g. advertising, arts, signage, historical restoration/preservation);
- iv. Consider funding approaches that will allow for equitable funding opportunities for new as well as established events and activities; and
- vi. Consider eligibility criteria beyond the Tax Code requirements (e.g. limiting grants to 25% of the total event budget or disallowing/limiting use of HOT funds for events' programs that occur on a regular (e.g. monthly) basis.

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COUNCILMEMBER BOARD/COMMISSION APPOINTMENTS

Councilmember	Board/Commission	Appointee	Date Appointed
Mayor – Lew White	Airport Board Board of Adjustment Construction Board Ec Dev. Revolving Loan Ec Dev. Corp. ½ Cent Sales Tax Electric Board Historical Preservation Library Board Parks and Recreation Planning & Zoning ETJ Rep-Impact Fee Adv Comm	John Hinnekamp Mike Annas Raymond DeLeon Barbara Gilmer Alan Fielder, Vice-Chair Joe Colley, Chair John Lairsen Stephanie Riggins Albert Villalpando, Chair Paul Rodriguez Larry Metzler	12/19/17 12/19/17 06/04/19 12/19/17 12/19/17 12/19/17 12/19/17 12/19/17 12/19/17 12/19/17 12/19/17
District 1 – Juan Mendoza	Airport Board Board of Adjustment Construction Board Eco Dev. Revolving Loan Eco Dev. Corp. ½ Cent Sales Tax Electric Board Historical Preservation Library Board Parks and Recreation Planning & Zoning	Larry Burrier Lori Rangel Mike Votee Ryan Lozano Dyrall Thomas Frank Gomillion Christine Ohlendorf Shirley Williams Linda Thompson-Bennett Chris St. Leger	03/07/17 03/07/17 12/17/19 03/07/17 12/17/19 12/17/19 06/02/20 12/17/19 03/07/17 12/17/19 CM McGregor on behalf of Councilman Mendoza
District 2– David Bryant (Members appointed prior to Nov 14, 2019 were made by John Castillo)	Airport Board Board of Adjustment Construction Board EcoDev. Revolving Loan Eco Dev. Corp. ½ Cent Sales Tax Electric Board Historical Preservation Library Board Parks and Recreation Planning & Zoning	Todd Blomerth Juan Juarez Oscar Torres Rudy Ruiz Umesh Patel James Briceno Ron Faulstich Quartermetra Hughes James Torres Rob Ortiz, Alternate Manuel Oliva	05/05/20 03/07/17 05/15/18 03/07/17 08/09/18 03/07/17 03/07/17 06/04/19 03/07/17 03/07/17 03/07/17

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COUNCILMEMBER BOARD/COMMISSION APPOINTMENTS

District 3 - Kara McGregor	Airport Board Board of Adjustment Construction Board Eco Dev. Revolving Loan Eco Dev. Corp. ½ Cent Sales Tax Electric Board Historical Preservation Library Board Parks and Recreation Planning & Zoning	Ray Chandler Anne Clark, Vice-Chair Kirk Smith (Alternate) Jerry West, Vice-Chair Lew White, Chair Sally Daniel John Voigt Ronda Reagan Jean Clark Fox, Chair Warren Burnett Philip McBride, Chair	02/06/18 12/19/17 12/05/17 01/02/18 12/19/17 06/18/19 09/03/19 12/19/17 12/19/17 12/05/17 12/19/17
District 4 - Jeffry Michelson	Airport Board Board of Adjustment Construction Board Eco Dev. Revolving Loan Eco Dev. Corp. ½ Cent Sales Tax Electric Board Historical Preservation Library Board Parks and Recreation Planning & Zoning	Mark Brown, Vice-Chair Wayne Reeder Rick Winnett Frank Coggins Morris Alexander Ian Stowe Michel Royal Donaly Brice Russell Wheeler Rick Arnic	03/07/17 12/05/17 12/05/17 12/05/17 12/05/17 03/06/18 07/07/20 12/05/17 12/05/17 01/15/19
Mayor Pro-Tem (At-Large) – Angie Gonzales-Sanchez	Airport Board Board of Adjustment Construction Board Eco Dev. Revolving Loan Eco Dev. Corp. ½ Cent Sales Tax Historical Preservation Library Board Parks and Recreation Planning & Zoning	Andrew Reyes Laura Cline, Chair Paul Martinez Irene Yancz Alfredo Munoz Ray Ramsey Jodi King Chris Schexnayder Philip Ruiz, Vice-Chair	01/07/20 01/07/20 01/07/20 01/07/20 01/07/20 07/07/20 01/07/20 03/07/17 01/07/20

COUNCILMEMBER BOARD/COMMISSION APPOINTMENTS

At-Large - Brad Westmoreland	Airport Board Board of Adjustment Construction Board (Alternate) Eco Dev. Revolving Loan Eco Dev. Corp. ½ Cent Sales Tax Historical Preservation Library Board Parks and Recreation Planning & Zoning	Jayson "Tex" Cordova Severo Castillo Gary Shafer Edward Strayer Frank Estrada Richard Thomson Rebecca Lockhart Dennis Placke Brad Lingvai	02/04/20 02/04/20 02/04/20 02/04/20 02/04/20 02/04/20 02/04/20 02/04/20 02/04/20
	Charter Review Commission (Five member commission) Term – 24 months after appointment	Ray Sanders Bill Hernandez Roland Velvin Elizabeth Raxter Alan Fielder	03/01/16 – Michelson 03/01/16 – Michelson 03/01/16 – Michelson 03/01/16 – Hilburn 03/15/16 – Hilburn
	Sign Review Committee (no longer meeting)	Gabe Medina Neto Madrigal Terry Black Kenneth Sneed Johnny Barron, Jr. Tim Clark	03/17/15 - Mayor Pro-Tem Sanchez 04/21/15 – Councilmember Mendoza 12/19/17– Councilmember McGregor 03/17/15 – Mayor White 03/17/15 – Councilmember Castillo 03/17/15– Councilmember Michelson
	Parks Master Plan Steering Committee (8-10 members)	Albert Villalapando Dennis Placke Nita McBride Rebecca Pulliam Bernie Rangel Derrick David Bryant Beverly Anderson Carl Ohlendorf Beverly Hill	09/05/17 – Parks Bd appointee 09/05/17 – Parks Bd appointee 12/05/17– McGregor 09/19/17– Michelson 09/19/17 – Castillo 09/19/17 - Sanchez 09/19/17 - Mendoza 09/19/17 – Westmoreland 09/19/17 – Mayor White

COUNCILMEMBER BOARD/COMMISSION APPOINTMENTS

	Church Property Ad-hoc Committee (7 members)	Amelia Smith Jackie Westmoreland Todd Blomerth Andy Govea Terry Black Jane Brown Raymond DeLeon Dyrall Thomas	09/05/17 – Westmoreland 09/05/17 – Westmoreland 09/05/17 – Mayor White 09/19/17 – Sanchez 12/19/17 – McGregor 09/19/17 – Michelson 09/20/17 – Castillo 09/22/17 – Mendoza
	Wayfinding Signage and Community Branding Ad-Hoc Committee (5 members) THIS COMMITTEE WAS - RE-ESTABLISHED ON MARCH 5, 2019	Roy Watson Ronda Reagan Sally Daniel Rob Ortiz Bobby Herzog	03/05/19 03/05/19 03/05/19 03/05/19 03/05/19 Appointed by Mayor with consensus of Council
	HOT Advisory Bd	Ray Sanders Alfredo Munoz Archana “Archie” Gandhi Roxanne Rix Steve Lewis and Pam Larison Sally Daniel (Alternate) Janet Grigar (Alternate)	All members appointed by consensus of the Council on 12/03/2019

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City of Lockhart 2020 Board of Adjustment
Attendance for a 12-Month Period

Meeting Date:	Chair Cline	Vice-Chair Clark	Annas	Castillo	Reeder	Rangel	Juarez	Smith Alternate
January 6, 2020 - No Meeting								
February 3, 2020	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Absent</i>	<i>Absent</i>	<i>Present</i>
March 2, 2020 - No Meeting								
April 6, 2020	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>
May 4, 2020 - No Meeting								
June 1, 2020	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Absent</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>
July 6, 2020	<i>Present</i>	<i>Absent</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Absent</i>
August 3, 2020 - No Meeting								
August 31, 2020 - No Meeting								
October 5, 2020	<i>Present</i>	<i>Present(by phone)</i>	<i>Present</i>	<i>Present(by phone)</i>	<i>Present</i>	<i>Absent</i>	<i>Present</i>	<i>Present</i>
November 2, 2020								

Number of meetings:	5	5	5	5	5	5	5	5
Present:	5	4	5	4	5	3	4	4
% Absent:	100%	80%	100%	80%	100%	60%	80%	80%

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**CITY OF LOCKHART
CONSTRUCTION BOARD OF APPEALS
BOARD ATTENDANCE REPORT - 2020
APPOINTING COUNCIL MEMBER**

JERRY WEST (12/03/2013) CHAIR (01/05/2017)	RAYMOND DELEON (6/4/2019)	RICK WINNETT, JR. (04/19/2016) VICE CHAIR (01/05/2017)	GARY SHAFER (08/18/2015)	MICHAEL VOETEE (10/4/2016)	PAUL MARTINEZ (03/07/2017)	OSCAR TORRES (05/15/2017)
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Member Title:	County Resident			Alternate			
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Meeting Date:							
January 2, 2016	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
January 16, 2020	P	P	P	A	P	A	A
February 6, 2020	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
February 20, 2020	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
March 5, 2020	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
March 19, 2020	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
April 2, 2020	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
April 16, 2020	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
May 7, 2020	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
May 21, 2020	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
June 4, 2020	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
June 18, 2020	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
July 2, 2020	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
July 16, 2020	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
August 6, 2020	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
August 20, 2020	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
September 3, 2020	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
September 17, 2020	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
October 1, 2020	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
October 15, 2020	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
November 5, 2020							
November 19, 2020							
December 3, 2020							
December 17, 2020							

Total # Meetings:	1	1	1	1	1	1	1
Present:	1	1	1	0	1	0	0
Absent:	0	0	0	1	0	1	1
Absenteeism %:	0%	0%	0%	100%	0%	100%	100%

LEGEND: PRESENT: P UNEXCUSED ABSENCE:

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CITY OF LOCKHART
 LOCKHART ECONOMIC DEVELOPMENT CORPORATION
 ATTENDANCE REPORT - 2020
 APPOINTING COUNCIL MEMBER

ANGIE GONZALES-SANCHEZ	BRAD WESTMORELAND	KARA MCGREGOR	JUAN MENDOZA	DAVID BRYANT	MAYOR WHITE	JEFFRY MICHELSON
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Alfredo Munoz	Frank Estrada	Sally Daniel	Dyral Thomas	Umesh Patel	Alan Fielder	Morris Alexander
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Meeting Date:	Appt. - July 2019	Appt. - July 2019	Appt - June 2019	Appt. - July 2019	Appt. -August 2018	Appt. - July 2019	Appt. - July 2019
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January 13, 2020	P	P	P	P	P	P	A
February - No Meeting							
March 9, 2020	A	A	P	P	P	P	P
April 13, 2020	A	P	P	A	P	P	A
May 11, 2020	P	P	P	P	P	P	A
June 8, 2020	P	U	P	P	A	P	P
July 13, 2020	P	U	P	P	P	P	A
August 10, 2020	P	P	P	A	A	P	P
September 14, 2020	P	P	P	A	P	P	P

LEGEND:	PRESENT:	P	UNEXCUSED ABSENCE:	U
	EXCUSED ABSENCE:	A	NO MEETING HELD:	No Meeting
			APPOINTMENT MODIFICATION:	

COMMENTS:	
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**CITY OF LOCKHART
ELECTRIC BOARD OF APPEALS
BOARD ATTENDANCE REPORT - 2020**

APPOINTING COUNCIL MEMBER

	Joe Colley (06/17/2008)	Ian Stowe (03/06/2018)	Frank Gomillion (07/02/2019)	John Voigt (09/03/19)	James Briceno (05/03/2011)
Meeting Date:	CHAIR				
January 2, 2020	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
January 16, 2020	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
February 6, 2020	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
February 20, 2020	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
March 5, 2020	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
March 19, 2020	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
April 2, 2020	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
April 16, 2020	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
May 7, 2020	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
May 21, 2020	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
June 4, 2020	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
June 18, 2020	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
July 2, 2020	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
July 16, 2020	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
August 6, 2020	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
August 20, 2020	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
September 3, 2020	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
September 17, 2020	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
October 1, 2020	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
October 15, 2020	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
November 5, 2020					
November 19, 2020					
December 3, 2020					
December 17, 2020					

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City of Lockhart 2020 -LHPC
Attendance for a 12-Month Period

Meeting Date:	CORPUS	LAIRSEN	ALVAREZ	FAULSTICH	REAGAN	THOMSON	GILLIS	OHLENDORF	RAMSEY	ROYAL	McCORMICK	
	RMVD 03/18/2020	APPOINTED 12/19/2017 CHAIR	RESGND 03/17/20	APPOINTED 03/07/17	VICE CHAIR		APPOINTED 4/17/2020	APPOINTED 06/02/2020	APPOINTED 07/07/2020	APPOINTED 07/07/2020	RESIGNED 06/18/2020	
January 1, 2020	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NOT APPNTED	NOT APPNTED	NOT APPNTD TO COMMSN	NOT APPNTD TO CMMSN	NO MTG	
January 15, 2020	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NOT APPNTED	NOT APPNTED			NO MTG	
February 5, 2020	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NOT APPNTED	NOT APPNTED			NO MTG	
February 19, 2020	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NOT APPNTED	NOT APPNTED			NO MTG	
March 4, 2020	A	P	A	P	P	P	NOT APPNTED	NOT APPNTED			A	
March 18, 2020	A	P	RESGND	A	P	P	NOT APPNTED	NOT APPNTED			P	
April 1, 2020	REMVD	P		A	P	P	NOT APPNTED	NOT APPNTED			P	
April 15, 2020		NO MTG		NO MTG	NO MTG	NO MTG	NOT APPNTED	NOT APPNTED			NO MTG	
May 6, 2020		NO MTG		NO MTG	NO MTG	NO MTG	NOT APPNTED	NOT APPNTED			NO MTG	
May 13, 2020		P		P	P	P	A	NOT APPNTED			NOT APPNTED	P
June 3, 2020		P		P	P	P	A	NEW APPNTED			NEW APPNTED	P
June 17, 2020		P		P	P	P	P	P			P	P
July 1, 2020		NO MTG		NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	RESGND		
July 15, 2020		NO MTG		NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG			
August 5, 2020		P		P	A	P	P	DECLINED 04/30/2020	P		P	
August 19, 2020		NO MTG		NO MTG	NO MTG	NO MTG	NO MTG		NO MTG		NO MTG	NO MTG
September 2, 2020		P		P	A	P	A		P		P	P
September 16, 2020		A	A	A	P	P	P		P		A	
September 30, 2020	P	P	P	P	P	P	P		P			
October 7, 2020	P	P	P	P	A	P	P		P			
October 21, 2020	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG		NO MTG			
November 4, 2020												
November 18, 2020												
December 2, 2020												
December 16, 2020												
Number of meetings:	2	11	1	11	11	11	0		6	5	5	6
Present:	0	10	0	6	11	7	0	6	5	4	5	
Absent:	2	1	1	5	0	4	0	0	0	1	1	
% Absent:	100%	9%	100%	45%	0%	36%	#DIV/0!	0%	0%	20%	17%	
MEETINGS HELD THE 1ST & 3RD WEDNESDAY OF THE MONTH @ 5:30PM												

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**CITY OF LOCKHART
Library Advisory Board
ATTENDANCE REPORT - 2020
APPOINTING COUNCIL MEMBER**



Angie Gonales Sanchez	Brad Westmoreland	Mayor White	Juan Mendoza	District 2	Kara McGregor	Jeffry Michelson
Jody King (01/04/13)	Rebecca Lockhart (11/19/13)	Stephanie Wilson Riffin (06-17-2011)	Shirley Williams (06-15-2007)	Quartermetra Hughes (06/04/2019)	Jeannie Fox (12-03-2013)	Donaly Brice (7-05-2008)

January	NO MEETING
February	NO MEETING
March	NO MEETING
April	NO MEETING
May	NO MEETING
June	NO MEETING
July	NO MEETING
August	NO MEETING
September	NO MEETING
October	
November	
December	

PRESENT:

LEGEND:

PRESENT:	P	UNEXCUSED ABSENCE:	U
EXCUSED ABSENCE:	E	NO MEETING HELD:	

COMMENTS:

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**CITY OF LOCKHART
PARKS & RECREATION ADVISORY BOARD**

APPOINTING COUNCIL MEMBER



	ANGIE SANCHEZ	BRAD WESTMORELA ND	KARA MCGREGOR	JUAN MENDOZA	David Bryant	LEW WHITE	JEFFRY MICHELSON	ALTERNATE (Mayor Pro-Tem)
	Chris Schexnayder (06/07/16)	Dennis Placke (11/03/15)	Warren Burnett (12/04/12)	Linda Thompson- Bennett (12/07/04)	James Torres (12/18/07)	Albert Villalpando (09/05/06)	Russell Wheeler (01/20/15)	Rob Ortiz (05/06/08)

Meeting Date:

January 23 2020	E	P	P	P	U	P	P	E
February 27 2020	No Meeting, Little League Presenters were unable to attend due to prior engagements.							
March 26 2020	No Meeting							
April 23 2020	No Meeting							
May 28 2020	No Meeting							
June 25 2020	No Meeting							
July 23, 2020	No Meeting							
August 20, 2020	No Meeting							
September 24, 2020	No Meeting							

LEGEND:	PRESENT:	P	UNEXCUSED ABSENCE:	U
	EXCUSED ABSENCE:	E		

COMMENTS:	* Ordinance 06-08 adopted February 7, 2006 allow two alternate position to be appointed by Mayor and Mayor Pro-Tem
	* Board meets on the 4th Thursday of each month

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**City of Lockhart 2020 Planning and Zoning Commission
Attendance for a 12-Month Period**

Meeting Date:	Ruiz	McBride	Oliva	Rodriguez	Arnic	St. Leger	Lingvai	Black
January 8, 2020	Present	Present	Present	Present	Present	Present		Absent
January 22, 2019	Present	Present	Present	Present	Present	Present		Absent
February 12, 2020	Present	Present	Present	Present	Present	Present	Present	Resigned
February 26, 2020 - No Meeting								
March 11, 2020	Present	Present	Present	Absent	Present	Absent	Present	
March 25, 2020	Present	Present	Absent	Absent	Present	Present	Present	
April 8, 2020 - No Meeting								
April 22, 2020	Present	Present	Present	Present (by phone)	Present (by phone)	Present (by phone)	Present (by phone)	
May 13, 2020	Present	Present	Absent	Absent	Present (by phone)	Absent	Present (by phone)	
May 27, 2020 - No Meeting								
June 10, 2020 - No Meeting								
June 24, 2020	Present	Present	Absent	Present (by phone)	Present	Absent	Absent	
July 8, 2020	Present	Present	Present	Absent	Present	Present (by phone)	Present (by phone)	
July 22, 2020 - No Meeting								
August 12, 2020	Present	Present	Present	Present (by phone)	Present	Present (by phone)	Present (by phone)	
August 26, 2020 - No Meeting								
September 9, 2020	Present	Present	Present	Present (by phone)	Present	Absent	Present (by phone)	
September 23, 2002	Present	Present	Present	Absent	Present	Absent	Present (by phone)	

Number of meetings:	12	12	12	12	12	12	10	2
Present:	12	12	9	7	12	7	9	0
% Absent:	100%	100%	75%	58%	100%	58%	90%	0%

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City of Lockhart

2020-2021 Strategic Priorities

Prepared by:



City of Lockhart

Summary

On January 17 & 18, 2020 the City of Lockhart hosted two half-day planning sessions to develop goals and strategies for the next 2 years. Some of these goal areas were internal, whereas others were external. The following is the process used to reach the conclusions for the plan.

The process began with a preliminary phone meeting between the facilitator and Steve Lewis, City Manager, to go over key issues facing the City, understand the programs and projects underway through the community, and to prepare the agenda and format for the planning retreat.

The first portion of the strategic planning process began on Friday, January 17, 2020 with the City Manager and the City of Lockhart Management Team. The facilitator began by asking the Management Team participants what their expectations for discussion for the day were. She then conducted a group brainstorm exercise called Start/Stop/Continue that lists the things that need to begin happening, stop happening, and are mission-critical and must continue regardless of circumstances.

The facilitator then guided the Management Team through 2020-2021 goal and strategy development to recommend to the City Council the following day.

On Saturday, January 18, 2020, the City Council and City Manager convened to review, revise, and establish priorities related to the recommendations generated the day before by the Management Team. Prior to the review, the facilitator asked the City Council to list their expectations for discussion for the day.

The following are the results.

Management Team Expectations for the Day's Discussion Topics

- Holistic view of the City
- Understanding other departments better
- Council to continue to be open to new ideas
- As the city grows, facilities and staff must keep up
- Next comprehensive master plan
- Establish an IT 3-5-year plan to keep current
- Replace phone systems and phone equipment
- Discuss records storage
- What is there for teens and tweens to do?
- Need administrative assistance
- Public Information Officer – keep information on point, factual, and streamlining voice: sharing voice vs. many voices
- Law enforcement: recruitment and administrative assistance
- Stick to implementing plan
- Fire equipment replacement plan and funding
- Achieve “needs” so we can work on “wants” for the future
- Customer service needs additional staff – same staffing level as 1000 accounts ago
- Technology training needed in Library (provide for public)
- Additional Library storage needed
- Electric services study needed and replace needed items
- Salary and compensation study to begin soon – want council to support and fund the results of the study

City Council Expectations for the Day's Discussion Topics

- Improve work environment for staff
- Accomplish unfinished business from last strategic plan
- 142 & I-130 development
- Low-hanging fruit and larger longer-term goals
- Eliminate the red tape
- Look ahead to see what's next
- Balance citizen needs and staff needs
- Keep on track
- Prepare for quality growth
- Neighborhood beautification
- City Hall facilities
- Discuss hospital/after-hours clinic
- Hear staff recommendations

Start/Stop/Continue

The facilitator guided the Management Team through an exercise that challenged them to brainstorm things that the City really needed to begin doing, what they should stop doing that could be a waste of resources, and what must they continue doing, regardless of circumstances. Below are their responses. Note that there are no right or wrong items; these are merely individuals' opinions about the things that should and shouldn't change in Lockhart. Just because one person has a certain opinion on a topic, that does not imply anyone else shared that opinion.

Start

- Long-term street paving plan (paving/resurfacing)
- Electrical system study
- Formal grantsmanship program
- Records storage facility
- Digitize public works and utility records/maps
- Establish fee schedule for fire plan reviews and inspections
- Review development related fees
- Improve customer service at Police Department and Utilities Department by increasing administrative staff
- Start a Main Street Program
- New City facilities (abolish sewer smell)
- Consider a 4-day/10-hour work week option
- Annual review of facility maintenance, i.e. HVAC systems, etc.
- Make Parks Department into Parks and Recreation Department (start recreation program)
- Review and fund vehicle replacement fund
- Expand/improve airport facilities
- Figuring out how to generate more general fund revenues to pay for items on this “start” list

Stop

- Printing reports – use digital reports when we can
- The waste in Archives
- Excessive paperwork related to personnel (consider paper reduction techniques instead)
- Making new employees wait 6 months to take time off/sick days/etc (other cities do 3 months)
- Excessive engine idling of city vehicles
- Worrying about other departments and focus on making your own team better
- Picking up commercial recycling for free
- Hanging highway banners for free
- Circulating city council department head reports monthly (do quarterly instead)
- Workshop portion of council meetings unless needed (they run too long)
- Referencing the past as “we have always done it that way” (we can be more innovative)

Continue

- Effective communication with customers/website
- Planning for the future
- Maintaining hiring standards
- Improving community amenities finding external funding sources
- Succession planning and cross-training
- Staff meetings
- Learning new ways of doing things
- Employee longevity and retention efforts
- Good customer service
- Acknowledging staff accomplishments
- Great teamwork
- Parks improvements/parks master plan
- Efforts on wayfinding program
- Replacing aged power lines
- Planning and engineering for downtown paving and drainage improvements
- Providing utilities to areas of anticipated future growth and development
- Planning for future industrial parks
- Accreditation for Police and Fire Departments

Recommendations from Staff:

The following items were recommendations from staff to city council. Items that have a checkbox (R) had agreement of city council the following day. The one item with no checkbox was rolled to consideration for 2022.

- Create and adopt 5-7-year paving/resurfacing plan (roads and sidewalks)
- Lockhart Police Department to conduct Active Shooter training for all City staff and elected officials and review official safety procedures for council meetings
- Explore asking the county for grant writer assistance
- Establish fee schedule for fire plan reviews and inspections
- Considering increasing existing fees for applications and development fees
- Develop an Airport Business Plan
- Research options for additional records storage
- Transition staff department reports from monthly to quarterly
- Pursue agenda management process and software
- Streamline paper processes where possible/evaluate software options
 - Utility billing
 - Applications
 - Council, boards, commissions:
 - Packets
 - Minutes




Goal Development from City Council:

The following items were items identified by council to move forward on for 2020-2021:




- Establish a Hospital with an Emergency Room in town
- Sell church property
- Create resources via Lockhart EDC for proactive outreach to quality builders for additional housing
- Create a Youth Advisory Board to explore options around youth programs/activities
- Adopt a TIF (tax increment financing) policy prior to project being submitted
- Implement downtown drainage improvements
- Develop fiber down 142, 183, and the Central Business District
- Traffic safety improvements: turn lanes and traffic lights
- Consider submitting a multi-year street bond program to voters
- Begin TXDOT safety projects
- Promote a Neighborhood Watch Program
- Promote beautification projects through teamwork
- Clean up trash/enforcement
- Enhance lower income districts/beautification efforts









Progress Reporting

The following icons are used to document progress of the following goals and strategies:

 = Completed
 = On Target or In Progress
 = Not on Target

Goal 1: Economic Development / Planning

Strategies	2019-2020 Progress	2020-2021 Progress
1. Continue to partner with LISD and local youth organizations to encourage careers in local emergency services (Fire and Police)	 Partner with Boy Scouts to develop Police Explorer Program. Fire personnel attend and participate in LISD career days.	
2. Better collaborate with downtown stakeholders and both Chambers of Commerce		
3. Complete updating our development ordinances	 Revised Engineering Standards – presented to Council January 2020. Subdivision Regulations to follow.	







<p>4. Consider development tools to facilitate attraction / recruitment to SH 130 corridor</p>	 IEDC business park development study completed. Future consideration by LEDC.	
<p>5. Bring utilities, assist assembling parcels, rezoning tracts along SH 130/142 and become shovel-ready</p>	 Mostly done. Site development will facilitate the remainder.	
<p>6. Pursue prospects and developers and create a BRE (business retention and expansion) program</p>	 Hiring a second Economic Development practitioner.	
<p>7. Start investing in more property for growth</p>	 IEDC study.	
<p>8. Explore next industrial park</p>	 IEDC study.	
<p>9. HOT (Hotel Occupancy Tax) Funds – board to develop and adopt new process to collect payments from B&Bs</p>	 HOT Advisory Board created. Board training and funding processes under review.	
<p>10. Adopt and implement the Economic Development Strategic Plan (currently underway by Garner Economics) by Q4 2020</p>	 LEDC Board hired Garner Economics January 2020	
<p>11. Robust LEDC website</p>	 Underway with EDsuite contract.	
<p>12. Create resources via Lockhart EDC for proactive outreach to quality builders for additional housing</p>	<p><i>N/A Brand new/created in 2020</i></p>	

Strategies	2019-2020 Progress	2020-2021 Progress
13. Adopt a TIF (tax increment financing) policy prior to project being submitted	<i>N/A Brand new/created in 2020</i>	
14. Develop fiber down 142, 183, and the Central Business District	<i>N/A Brand new/created in 2020</i>	

Goal #1 KPIs / Metrics:

- Did we partner with LISD & other youth organizations to encourage emergency services careers?
- Did we collaborate with downtown stakeholders and both Chambers of Commerce?
- Did we completely update our development ordinances?
- Did we brainstorm development tools for SH-130 development?
- Did we bring utilities and assemble parcels along SH-130?
- Did we develop shovel-ready development sites?
- Did we market those sites to prospective investors?
- Did we develop plans for our next industrial park?
- Did we revamp the way HOT funds are structured?
- Did we develop and implement an Economic Development Strategic Plan?
- Did the Lockhart EDC revamp their website to better attract investment?
- # of quality home builders the Lockhart EDC proactively reached out to in 2020-2021? _____
- Did we adopt a new TIF policy?
- # of miles of new fiber optics laid in Lockhart in 2020-2021? _____

Goal 2: Quality of Life / Quality of Facilities

Strategies	2019-2020 Progress	2020-2021 Progress
1. Invest money to improve the appearance of our town (streets, parks, entry signs)	 Doubled street resurfacing funds in FY 20; Parks Master Plan projects.	
2. Conduct and implement a Space Study of City Buildings and facilities including City Hall	 Budget established for FY 20 Space Study. RFP under development.	
3. Improve the image of City facilities as needed and conduct cosmetic improvements in the meantime	 See No. 2 above.	
4. Update, renovate, and construct City facilities as needed, based on the space study. Realize that remodel of Central Fire Station is likely next.	 Electrical panel upgrade at the Water Treatment Plant; Budget established for FY 20 Space Study; Fire Station No. 2 completed.	
5. Implement the Parks Master Plan, improving the quality of life for the community. What is in Phase 2: splash pad, restroom renovations, dog park, picnic shelter upgrades, and tree planting initiatives	 Multiple Phase I projects underway.	
6. Conduct a citywide quality of life citizen survey and ask council to fund.	 Allocate funds in FY 20-21; assign project to PIO.	
7. Establish a Hospital with an Emergency Room in town	N/A Brand new/created in 2020	
8. Sell church property	N/A Brand new/created in 2020	
9. Create a Youth Advisory Board to explore options around youth programs/activities	N/A Brand new/created in 2020	
10. Implement downtown drainage improvements	N/A Brand new/created in 2020	

Strategies	2019-2020 Progress	2020-2021 Progress
11. Consider submitting a multi-year street bond program to voters	<i>N/A Brand new/created in 2020</i>	
12. Promote beautification projects through teamwork	<i>N/A Brand new/created in 2020</i>	
13. Clean up trash/enforcement citywide	<i>N/A Brand new/created in 2020</i>	
14. Enhance lower income districts with beautification efforts	<i>N/A Brand new/created in 2020</i>	

Goal #2 KPIs / Metrics:

\$ amount invested in streets in 2019? \$ _____

\$ amount invested in parks in 2019? \$ _____

\$ amount invested in gateway entry signs in 2019? \$ _____

\$ amount invested in streets in 2020? \$ _____







\$ amount invested in parks in 2020? \$ _____




\$ amount invested in gateway entry signs in 2020? \$ _____

Which facilities did we improve the image of? _____

- Did we implement elements of the Parks Master Plan?
- Did we secure quotes on a Space Study of City buildings including City Hall?
- # of City-owned buildings we renovated or retrofitted? _____
- Did we conduct a citywide quality of life citizen survey?
- Did we address levels of service based on the citizen responses we received?
- Did we address levels of satisfaction based on the citizen responses we received?
- Did we address areas for improvement based on the citizen responses we received?
- Did we court hospital providers?
- Did we sell the church property?
- Did we create a Youth Advisory Board?
- Did we implement downtown drainage improvements?
- Did we fully investigate issuing a street bond?
- Did we fully enforce trash clean up around town?
- Did we specifically target lower income neighborhoods for new beautification projects?

Goal 3: Staffing / Personnel

Strategies	2019-2020 Progress	2020-2021 Progress
1. Consider hiring additional personnel (engineer, IT, etc.)	 In FY 20, staffing levels were increased by 2 full-time and 1 part-time positions.	
2. Conduct a staffing study that includes evaluating efficiencies and compensation	 Classification and Compensation Study underway.	
3. Right size staffing levels city-wide based on study results	 No funding was allocated for such a study; discuss need/timing of study during FY 20-21 budget process.	
4. Consider starting salaries that compete with surrounding communities	 Classification and Compensation Study underway.	
5. Be consistent with staff development / policies / purchasing procedures	 Comprehensive Purchasing Policy under development (anticipated to be complete 1 st quarter of 2020). Revision of City Personnel Policy underway.	
6. Implement a staff development program (be consistent)	 House Bill 3834 mandated cybersecurity training for all employees with computer access and elected officials – cybersecurity training program underway.	

Strategies	2019-2020 Progress	2020-2021 Progress
7. Start developing / preparing current staff to take on leadership roles within the organization in the future. Work on succession planning: add Fire, add Electric, add Streets, and add Animal Control.	 Emphasis on leadership training for police personnel, cross training of job duties underway in Finance Department.	
8. Recruit and attract more bi-lingual staff	 No funding was allocated to recruit bi-lingual staff; explore possible options during FY 20-21 budget process and the classification and compensation study.	
9. Customer service / experience excellence training for the Utility and Planning Development teams	 Training budgeted item in FY 20 for Utility Customer Services staff.	

Goal #3 KPIs / Metrics:

of new positions in 2019? _____

of new positions in 2020 and 2021? _____

Did we perform a staffing efficiency/compensation study?

Did we right-size our salaries based on that study by the end of 2020?

Did we develop new consistent policies and procedures regarding professional development of staff?

Did we develop new consistent policies and procedures regarding purchasing/procurement?

Did we create and implement a new staff development program to ensure everyone has training opportunities?







Did we begin grooming current staff for future leadership roles?



How many staff do we have on a leadership track by the end of 2020?

of new employees added in 2019 through 2021 who are bilingual? _____

Did we deliver Customer Experience Excellence training to every City employee?

Goal 4: Procedures / IT Management and Services



Strategies	2019-2020 Progress	2020-2021 Progress
1. Improve technology / create specific strategies to have better IT support based on Assessment results	 New outside IT management team hired; Strategic plan for current and emerging issues (cyber) near completion.	
2. Upgrade all technology-related issues as recommended – desktops, servers, software, equipment, and peripherals. \$100K will pay for equipment, \$20K is licensing agreement costs.	 City-wide replacement of desktops with current operating systems complete; new servers in current fiscal year.	
3. Create a 5-year rolling IT equipment replacement plan	 See above notes 1 and 2.	
4. Provide superior service by keeping technology up to date and being able to communicate with the public (keep an open line of communication through website.) Purchase next modules: INCODE	 New PIO hired. Increased social media updates. INCODE permits and inspections software module implemented to track permit and inspections progress; online access to permit applications and tracking underway.	
5. Upgrade the server system	 Desktop operating systems upgrade 100% complete. Server upgrades in progress.	
6. Streamline technology hardware, software processes within the City, based on Assessment recommendations	 Ongoing and FY 20-21.	





Strategies	2019-2020 Progress	2020-2021 Progress
7. Upgrade all equipment and software and be trained on specific software to be used to maximum potential and determine which staff will require which trainings.	 Current year 2020 departmental goal.	
8. Explore implementing downtown Wi-Fi	 To be addressed in 2020 or 2021. Explore options with the Downtown Business Association and both Chambers of Commerce.	

Goal #4 KPIs / Metrics:

- Did we secure top quality technology support across all departments by the end of 2020?
- Did we upgrade our desktop computers?
- % of employees who received upgraded computers by the end of 2020 (from 2018 numbers)? _____
- Did we upgrade our servers?
- Did we upgrade our computer software, subscriptions, and licenses?
- Did we upgrade our peripherals?
- Did we upgrade our other technology equipment?
- Did we establish an IT policy for updates and replacements that will keep us up-to-date from now through the future?
- Did we upgrade our City server system?
- Did we streamline our City technology processes?
- Did we secure training for staff to use all new equipment properly and efficiently?
- Did we investigate implementing WiFi throughout Downtown Lockhart?

Goal 5: Public Safety

Strategies	2019-2020 Progress	2020-2021 Progress
1. Provide quality public safety to all citizens of Lockhart		
a. Develop a specific Retention Strategy first	 City-wide classification and compensation study underway. Fire: Council approved 7% salary adjustment in FY 19-20. Police: all officers to attend leadership training, host ceremonial recognition events, retention strategy under development.	
b. Continue to implement hiring strategies we developed such as Fire and Police.	 Fire: Use of recruitment video; developing recruitment flyer for use with LISD and the public; career day with Lockhart High School students; Fire Chief to serve on LISD Career and Technical Education Advisory Committee. Police: In 2019, Lockhart Police Officers visited with police cadets attending the AACOG Academy and made presentations to 2 classes of prospective candidates. In 1 st quarter of 2020, LPD will make presentations to the CAPCOG Academy currently in progress.	

Strategies	2019-2020 Progress	2020-2021 Progress
c. Long-term public safety facility planning for Station #1.	 Completed Fire Station No. 2. Analysis and cost estimate to remodel and upgrade Fire Station No. 1 underway.	
d. Develop an equipment replacement schedule. Seek funding for existing equipment (fire apparatus and patrol cars) replacements.	 Developed an ambulance replacement schedule with Caldwell County and Seton. Upgrades to two-way radios (portables and mobiles) underway.	
e. Continue to ensure use of best practices / standards (research best practices, then implement)	 Fire: Fire Department is preparing an emergency management tabletop exercise for City staff. Police: Upgraded Police Officer body-worn cameras to 3 rd generation models.	
f. Evaluate Accreditation opportunities	 Fire: Reviewing the Texas Fire Chief’s Association (TFCA) accreditation process before formal enrollment. Police: Currently reviewing the 166 Texas Law Enforcement Best Practices. Will submit for recognition in the 3 rd quarter of 2020.	

Strategies	2019-2020 Progress	2020-2021 Progress
g. Traffic safety improvements: turn lanes and traffic lights	<i>N/A Brand new/created in 2020</i>	
h. Begin TXDOT safety projects	<i>N/A Brand new/created in 2020</i>	
i. Promote a Neighborhood Watch Program	<i>N/A Brand new/created in 2020</i>	

Goal #5 KPIs / Metrics:

of new law enforcement officers hired in 2019? _____

of new law enforcement officers hired in 2020? _____

of new law enforcement officers hired in 2021? _____

% law enforcement officers retained? _____%

of new firefighters hired in 2019? _____

of new firefighters hired in 2020? _____

of new firefighters hired in 2021? _____

% firefighters retained? _____%

- Did we develop a long-term public safety facilities plan?
- Did we develop a public safety equipment replacement schedule?
- Did we implement that new replacement schedule?
- Did we research and record best practices across the country regarding public safety policy?
- Did we make any modifications to our public safety policies based on that research?
- Did we explore and evaluate Accreditation opportunities?
- Did we implement new turn lane and traffic light improvements in 2020-2021?
- Did we begin the TXDOT safety projects?
- Did we proactively promote a Neighborhood Watch Program for Lockhart?

Conclusion

At the end of the planning retreat, the facilitator reminded all the participants that these goals would only be achieved if they held true to their commitments today to implement these specific strategies and tactics.

She reminded them that they are one team working toward one vision. The city council and management team agreed to use this document regularly throughout 2020 and 2021 to track progress and measure accomplishments.



City of Lockhart

2019-2020 Strategic Priorities

Prepared by:



City of Lockhart

Summary

On February 1 & 2, 2019 the City of Lockhart hosted two half-day planning sessions to develop goals and strategies for the next 2 years. Some of these goal areas were internal, whereas others were external. The following is the process used to reach the conclusions for the plan.

The process began with a preliminary phone meeting between the facilitator and Steve Lewis, City Manager, to go over key issues facing the City, understand the programs and projects underway through the community, and to prepare the agenda and format for the planning retreat.

The first portion of the strategic planning process began on Friday, February 1, 2019 with the City Manager and the City of Lockhart Management Team. The facilitator began by asking the Management Team participants what their expectations for discussion for the day were. She then took the team through a SWOT (Strengths, Weaknesses, Opportunities, & Threats) Analysis. The next group exercise was a brainstorm called Start/Stop/Continue that lists the things that need to begin happening, stop happening, and are mission-critical and must continue regardless of circumstances.

The facilitator then guided the Management Team through 2019-2020 goal and strategy development to recommend to the City Council the following day.

On Saturday, February 2, 2019, the City Council and City Manager convened to review, revise, and establish priorities related to the recommendations generated the day before by the Management Team. Prior to the review, the facilitator asked the City Council to list their expectations for discussion for the day.

The following are the results.

Management Team Expectations for the Day's Discussion Topics

- That City Council will take what we say seriously
- Consider all staff in decisions
- Hear each other's goals
- Live by the plans we create / develop
- That Council develop goals / priorities based on sound data / research
- Focus
- Consider quality of life as over-arching goal
- Discuss business attraction vs. recruitment
- Being prepared for growth
- Facilities improvements
- Facilities maintenance
- How do we give back to those who need extra help?
- Smart land use practices
- Discuss Tourists/Tourism – what is there for kids to do while in town visiting family?

City Council Expectations for the Day's Discussion Topics

- Capitalize on Tourism
- Discuss Wi-Fi
- Capitalize on BBQ Capital of Texas
- Cleaning up of unsightly properties (residential)
- Work in unity today
- Serve our community
- Focus
- To discuss Economic Development targeting technology jobs
- Industrial Park is full – now what?
- Cleaning up of City properties / facilities
- Actually implement our goals
- Discuss the direction of Economic Development
- Think bigger / think change / embrace change
- Develop our identity
- Attractive gateway signage
- Employee wages
- Technology infrastructure

SWOT Analysis

The facilitator guided the participants through an analysis of their current Strengths, the current Weaknesses or Challenges they are facing, Opportunities that may come their way in the future, and Threats that are possible to occur in the future. Note that there are no right or wrong answers here and no implication of likelihood. This is simply a brainstorm of the opinions of the participants to get them thinking about goals in the next portion. The Management Team listed their responses first, then the City Council added additional items the following day.

Strengths

- Historic district
- County seat
- BBQ Capital of Texas
- Location to highways
- Tourism
- Small town (family-oriented)
- Growing – room for more
- Desire to manage growth
- Good development process
- Proximity to Austin
- Comparable housing prices
- Existing capacity of utilities
- Easy mobility
- Economic Development Sales tax
- Clark Library
- Baker Theatre
- Ease of developing land (flat)
- Employees who experience long tenure
- Volunteers
- CTR (Chisholm Trail Roundup) & other local events
- Community support
- Recognizable court house
- Movies / film production (TFC)
- Long-term water planning
- High-level financial planning
- Competitive building / development fees
- “Real” city with well-managed growth
- New energy
- Proximity to large cities / airport
- New residents – new ideas – changing priorities
- Diversity
- First Friday Downtown Event

Weaknesses / Challenges

- Incentives – Economic Development lack of use
- Technology – aging equipment and software
- Infrastructure
- Facilities – condition / maintenance
- Competitive salaries within region
- Training opportunities
 - Professional development
 - Budget
- Closed minds – have always done it this way
- Tourism
- Managing growth
- Need for succession planning
- Public perception influencing job applicant pool
- Weak tax base
- Limited in-town post-secondary educational opportunities
- Lack of retail
- Lack of entertainment (kids)
- Limited grocery options
- City-owned property
- College
- Venue / convention center
- Lack of hotels
- Entryways to community
- Not using TIF financing
- Emerging downtown organization
- How to effectively support increasing, ever-growing number of festivals
 - Create packages for vendors and festivals
- No city recreation programs
- In-kind services
- Very limited public transportation services
- Outdated web information
- Poor communication with citizens

Opportunities

- Expand airport (hangars)
 - Install AWOS (Automated Weather Observing System)
- Improve working conditions of employees
- Proximity to Austin
- Implement first phase of parks master plan
- SH-130 has great properties but not city-owned property
- Undeveloped lots on Square and north / northwest of Square
- Long-tenured elected leadership
- Increase community involvement
- To develop positive relationship with County, School, and organizations
- Quality economic growth
- Franchise recreational or entertainment venues (theaters, bowling, outlets, concerts, water parks)
- Community college campus
- Increased communication needed with ISD for school planning, infrastructure, etc.
- Expand walking / biking opportunities for exercise and community involvement
- Lockhart Springs (natural spring)
- Lockhart State Park transfer to City
- Potential residential development around golf course
- Development within historic district
- School district growth
- Housing growth
- Business growth
- St. Paul Church and other redevelopment opportunities
- Hospital / medical facilities
- Public bathrooms downtown
- Develop Industrial Park
- More involvement with San Marcos Greater Partnership
- Partnership with Austin Chamber
- EDC \$ will go further today than in 2 years (spec buildings, parking)

Threats

- Economic recession
- Voter turnout
- Government shutdown
- Citizen input
- Natural disaster
- Leadership in government
- Lack of economic development direction
- Competition from other cities
- Lack of resources
- Building maintenance
- Technology – cyber security
- Surging population
- Infrastructure improvement
- Maintaining reputation
- Planning without follow through
- Lack of educated workforce – skilled labor
- Crime
- Lack of workforce – people
- Retention and hiring
- Youth retention
- School quality
- Lack of industry
- Lack of racial unity
- Micro-managing
- Other utilities providers
- Homeless services – transportation
- Types of future growth

Start/Stop/Continue

The facilitator guided the Management Team through an exercise that challenged them to brainstorm things that the City really needed to begin doing, what they should stop doing that could be a waste of resources, and what must they continue doing, regardless of circumstances. Below are their responses. Note that there are no right or wrong items; these are merely individuals' opinions about the things that should and shouldn't change in Lockhart. Just because one person has a certain opinion on a topic, that does not imply anyone else shared that opinion.

Start

- Space allocation study
- Renovate City buildings – construct
- Downtown bathrooms
- Improve salaries – salary survey
- Staff development program / policies / procedures
- Consistency in purchasing
 - Revamp purchasing policy
- Replacing capital equipment / vehicles – vehicle fund
- Mandatory single stream recycling
- IT department, in-house City Engineer
- New technology in terms of equipment, network, server, software
- Re-assess who is in charge of downtown redevelopment
 - Name which entity (or entities) funds downtown redevelopment initiatives
 - Name which entity (or entities) manages downtown redevelopment initiatives
- 2020 Comprehensive Master Plan Update that includes a future land use plan and map

Stop

- In-house utility billing (consider outsourcing)
- Outsourcing IT (consider bringing in-house)
- Repetitive useless paperwork (paperwork/policies must be updated and streamlined)
- Increasing overtime in fire and police (hire more to fix this issue)
- Using outdated equipment
- Hand -picking collections of recycled goods (business pick up)
- Laying asphalt driveway approaches for “free”
- Demolition of condemned houses – stop doing in-house (needs to be outsourced)

Continue

- Meeting with County, City, School, Chamber, EDC
- Implementing 2020 Plan and Updates
- Attracting businesses – growth
- Providing superior service
- Redeveloping Downtown
- Implement Parks Master Plan
- Being a great place to work
- Public investments along SH-130
- Supporting festivals / movie projects
- Financial planning
- Embracing tourism

Goal 1: Economic Development / Planning

Strategies
1. Partner with LISD and local youth organizations to encourage careers in local emergency services (Fire and Police)
2. Reassess who is in charge of managing and funding downtown development and tourism
3. Attract a post-secondary education campus / facility
4. Complete updating our development ordinances
5. Consider development tools to facilitate attraction / recruitment to SH 130 corridor
6. Bring utilities, assist assembling parcels, rezoning tracts along SH 130
a) Shovel ready
b) Pursue prospects
7. Start investing in more property for growth
8. Explore next industrial park
9. HOT (Hotel Occupancy Tax) Funds – revamp structure
10. Economic Development Strategic Plan
11. Robust LEDC website

Goal #1 KPIs / Metrics:

- Did we partner with LISD & other youth organizations to encourage emergency services careers?
- Did we reassess downtown development and tourism initiatives and who leads each?
- Did we initiate efforts to attract a post-secondary educational institution or facility to Lockhart?
- Did we completely update our development ordinances?
- Did we brainstorm development tools for SH-130 development?
- Did we bring utilities and assemble parcels along SH-130?
- Did we develop shovel-ready development sites?
- Did we market those sites to prospective investors?
- Did we develop plans for our next industrial park?
- Did we revamp the way HOT funds are structured?
- Did we develop and implement an Economic Development Strategic Plan?
- Did the Lockhart EDC revamp their website to better attract investment?

Goal 2: Quality of Life / Quality of Facilities

Strategies
1. Invest money to improve the appearance of our town (streets, parks, entry signs)
2. Conduct a Space Study of City Buildings and facilities including City Hall
3. Improve the image of City facilities as needed
4. Update, renovate, and construct City facilities as needed
5. Implement the Parks Master Plan, improving the quality of life for community
6. Conduct a citywide quality of life citizen survey

Goal #2 KPIs / Metrics:

\$ amount invested in streets in 2019 and 2020? \$ _____

\$ amount invested in parks in 2019 and 2020? \$ _____

\$ amount invested in gateway entry signs in 2019 and 2020? \$ _____

of City facilities we improved the appearance of? _____

- Which facilities did we improve the image of?
- Did we implement elements of the Parks Master Plan?
- Did we secure quotes on a Space Study of City buildings including City Hall?
- How many City-owned buildings did we renovate or retrofit?
- Did we conduct a citywide quality of life citizen survey?
- Did we address levels of service based on the citizen responses we received?
- Did we address levels of satisfaction based on the citizen responses we received?
- Did we address areas for improvement based on the citizen responses we received?

Goal 3: Staffing / Personnel

Strategies
1. Consider hiring additional personnel (engineer, IT, etc.)
2. Conduct a staffing study that includes evaluating efficiencies and compensations
3. Right size staffing levels city-wide based on study results
3. Consider starting salaries that compete with surrounding communities
4. Be consistent with staff development / policies / purchasing procedures
5. Implement a staff development program (be consistent)
6. Start developing / preparing current staff to take on leadership roles within the organization in the future
7. Bi-lingual staff
8. Customer service / experience excellence training

Goal #3 KPIs / Metrics:

of new positions in 2019 and 2020? _____

- Did we perform a staffing efficiency/compensation study?
- Did we right-size our salaries based on that study by the end of 2020?
- Did we develop new consistent policies and procedures regarding professional development of staff?
- Did we develop new consistent policies and procedures regarding purchasing/procurement?
- Did we create and implement a new staff development program to ensure everyone has training opportunities?
- Did we begin grooming current staff for future leadership roles?
- How many staff do we have on a leadership track by the end of 2020?

of new employees added in 2019 and 2020 who are bilingual? _____

- Did we deliver Customer Experience Excellence training to every City employee?

Goal 4: Procedures / IT / Software and Hardware

Strategies
1. Conduct a Technology Assessment that yields specific recommendations
2. Improve technology / create specific strategies to have better IT support based on Assessment results
3. Upgrade all technology-related issues as recommended – desktops, servers, software, equipment, and peripherals
4. Start replacing old equipment
5. Provide superior service by keeping technology up to date and being able to communicate with the public (keep an open line of communication through website)
6. Carefully weigh all the pros and cons of considering bringing IT in-house
7. Upgrade the operating system
8. Streamline technology hardware, software processes within the City, based on Assessment recommendations
9. Upgrade all equipment and software and be trained on specific software to be used to maximum potential
10. Explore implementing downtown Wi-Fi

Goal #4 KPIs / Metrics:

- Did we conduct a Technology Assessment?
- Did we secure top quality technology support across all departments by the end of 2020?
- Did we upgrade our desktop computers?
% of employees who received upgraded computers by the end of 2020 (from 2018 numbers)? _____
- Did we upgrade our servers?
- Did we upgrade our computer software, subscriptions, and licenses?
- Did we upgrade our peripherals?
- Did we upgrade our other technology equipment?
- Did we establish an IT policy for updates and replacements that will keep us up-to-date from now through the future?
- Did we carefully weigh all the pros and cons of keeping IT outsourced vs. bringing it in-house?
- Did we upgrade our City operating system?
- Did we streamline our City technology processes?
- Did we secure training for staff to use all new equipment properly and efficiently?
- Did we investigate implementing WiFi throughout Downtown Lockhart?

Goal 5: Public Safety

Strategies
1. Provide quality public safety to all citizens of Lockhart
a) Develop a specific Retention Strategy first
b) Develop a specific Hiring Strategy
c) Long-term public safety facility planning
d) Develop an equipment replacement schedule
e) Ensure use of best practices / standards (research best practices, then implement)
f) Evaluate Accreditation opportunities

Goal #5 KPIs / Metrics:

of new law enforcement officers hired in 2019?

of new law enforcement officers hired in 2020?

% law enforcement officers retained?

of new firefighters hired in 2019?

of new firefighters hired in 2020?

% firefighters retained?

Did we develop a long-term public safety facilities plan?

Did we develop a public safety equipment replacement schedule?

Did we implement that new replacement schedule?

Did we research and record best practices across the country regarding public safety policy?

Did we make any modifications to our public safety policies based on that research?

Did we explore and evaluate Accreditation opportunities?

Conclusion

At the end of the planning retreat, the facilitator reminded all the participants that these goals would only be achieved if they held true to their commitments today to implement these specific strategies and tactics.

She reminded them that they are one team working toward one vision. The participants agreed to use this document regularly throughout 2019 and 2020 to track progress and measure accomplishments.

CITY COUNCIL FY 18-19 GOALS (FINAL COMBINED)

PRIORITY ORDER

COUNCILMEMBER	PRIORITY	FY 18-19 GOALS
CASTILLO	1	Infrastructure Improvements: streets
GONZALES-SANCHEZ	1	Hire A City Manager
MCGREGOR	1	Economic development, creating and retaining jobs, grocery campaign.
MENDOZA	1	Pay Raise City Employees.
MICHELSON	1	Public relations position/ get the word out about Lockhart (promoting)
WESTMORELAND	1	Infrastructure Improvements: streets
WHITE	1	Economic development, creating and retaining jobs, grocery campaign.
CASTILLO	2	Economic development, creating and retaining jobs, grocery campaign.
GONZALES-SANCHEZ	2	All Department Heads to Budget Salary Increases for all City Employees.
MCGREGOR	2	Work with LISD to establish a community recreation center at the Adams Gym, per under Parks
MENDOZA	2	Economic development, creating and retaining jobs, grocery campaign.
MICHELSON	2	Signage in Lockhart (highway, downtown, and toll) / Wayfinding, branding,...)
WESTMORELAND	2	Signage in Lockhart (highway, downtown, and toll) / Wayfinding, branding,...)
WHITE	2	Public relations position
CASTILLO	3	Continued police community committee involvement, neighborhood watch, gang awareness
GONZALES-SANCHEZ	3	Infrastructure: Continue City Infrastructure: Drainage, Street Repairs, Completion of Curbing, Brighter Lighting in Neighborhoods
MCGREGOR	3	Prepare Fire Station #3 (so we can have existing station remodeled)
MENDOZA	3	Continued police community committee involvement, neighborhood watch, gang awareness
MICHELSON	3	Prepare Fire Station #3 (so we can have existing station remodeled)
WESTMORELAND	3	More enforcement of codes directed at unsightly properties
WHITE	3	Wayfinding, branding, develop new entry sign and city markers
CASTILLO	4	City Facilities: Maintenance and repairs Economic Development: Recruit more businesses especially retail and continue efforts; contact existing and vacant building owners to see if they are willing to work with the City of Lockhart to bring retail businesses and specialty shops, as well as industrial. Purchase buildings and land when on the market for possible new businesses for the city.
GONZALES-SANCHEZ	4	Public relations position work with social media/ get the word out about Lockhart
MCGREGOR	4	Public relations position work with social media/ get the word out about Lockhart
MENDOZA	4	City Facilities: Maintenance and repairs

CITY COUNCIL FY 18-19 GOALS (FINAL COMBINED)

PRIORITY ORDER

COUNCILMEMBER	PRIORITY	FY 18-19 GOALS
MICHELSON	4	Refurbish City Hall inside (making it more inviting)
WESTMORELAND	4	Move forward with St Paul property project
WHITE	4	Park improvements- consider medium to long range plan for Town Branch development
CASTILLO	5	Affordable housing Police Task Force: Budget extra funds for a Police Task Force, a Narcotics Officer and a Mental Health Officer to address any drug and gang related problems and mental issues our city is being faced not only on the East side of our city but citywide. Budget for updated training for our police officers. There is a lot of training that is free
GONZALES-SANCHEZ	5	but a lot additional money for registration fees and course material.
MCGREGOR	5	Free public wifi on the square
MENDOZA	5	Parks improvements
MICHELSON	5	Continued police community committee involvement, neighborhood watch, gang awareness
WESTMORELAND	5	Angled parking downtown: N Main and N Commerce Sts(change during downtown drainage project)
WHITE	5	Continued police community committee involvement, neighborhood watch, gang awareness
CASTILLO	6	Wellness for employees



CITY COUNCIL FY 18-19 GOALS

Category Order and Comments by City Manager

Council agreed at February 13 meeting that each Councilmember will submit at least 5 category goals in priority order to the City Manager to be considered by Council at first meeting in March, 2018

CM INITIALS	PRIORITY #	GOALS IDENTIFIED BY COUNCIL FOR FY 18-19: SORTED BY CATEGORY FINAL LIST BY COUNCIL PRIORITIZED BY CATEGORY: SUBMIT TO CITY MGR BY MARCH 1 PLEASE	SUGGESTED FUNDING SOURCE BY COUNCILMEMBER	SORTED BY CATEGORY
		Improve communication between City and Chamber of Commerce	In-House	Chamber
		City Facilities	GF	City Bldgs
		Refurbish City Hall inside (making it more inviting)	Gen Fund	City Bldgs
		Prepare Fire Station 3 (so we can have main station remodeled)	Gen Fund	City Bldgs
		Hire A City Manager, Hire a City Manager that is Well Rounded and Experienced and Will Help our City to Continue to Grow for the right and positive reasons. To hire a City Manager that will allow our Department Heads to Grow and Improve Our Departments with their recommended suggestions not only from our department heads but from our employees. Working Smarter not Harder.	GF	City Manager
		More code enforcement of codes directed at unsightly properties	In-House	Code Enforc
		Continue demo of unsafe structures and pursue liens aggressively	GF	Code Enforc
		Convention Center. Our city is growing and there are too many events, programs and conferences that are going to other surrounding areas to have these events and those surrounding area businesses are benefitting and money is being spent in those areas instead on money being spent in our city. Granted, we do have meeting facilities in our city but these meeting facilities do not accomodate the number of people for the above events that have been mentioned.	GF	Convention Center
		Downtown improvements-lighting, pedestrian safety, south plaza idea? Sculpture? Sidewalk mosaics?	GF	Downtown
		Economic development, creating and retaining jobs, grocery campaign	general fund, LEDC	Econo Devl
		Economic Development		Econo Devl
		Expand economic development (by helping to spread the word & being more involved)	Gen Fund	Econo Devl
		Economic Development: Recruit more businesses especailly retail and continue efforts; contact existing and vacant building owners to see if they are willing to work with the City of Lockhart to bring retail businesses and speciality shops, as well as industrial. Purchase buildings and land when on the market for possible new businesses for the city. Art Galleries and Music Venues have increased within our downtown area and though many many not appreciate these type of business and or venues, it is good for our downtown and its livelihood. Let's work on getting more of the speciality shops and boutiques in or around the sqare.	GF	Econo Devl
		Pay raise across the board	GF	Employees
		All Department Heads to Budget Salary Increases for all City Employees.	GF	Employees
		Wellness for employees	GF	Employees
		Employee: Possible additional Employee Holiday Time Off-Alternating System. Even though this has been discussed and the reasons for why it cannot be done, I would like to see a time off alternating system, especailly during the holidays. I did appreciate that the city employees were allowed to stay home during our icy, sleet and snow days. The safety of our employees is very important.	GF	Employees
		Subdivision developemnt to attract more businesses to Lockhart. Increase the number of homes, apartments, housing. Our city is growing with new citizens wanting to make Lockhart their home but due to the number of housing available, they wait and or possibly lose interest.	GF	Housing
		Infrastructure	GF	Infrastructure
		Infrastructure improvement- uncurbed streets, street rehab	GF	Infrastructure
		Improve Streets (repairs)	In-House	Infrastructure

CM INITIALS	PRIORITY #	GOALS IDENTIFIED BY COUNCIL FOR FY 18-19: SORTED BY CATEGORY FINAL LIST BY COUNCIL PRIORITIZED BY CATEGORY: SUBMIT TO CITY MGR BY MARCH 1 PLEASE	SUGGESTED FUNDING SOURCE BY COUNCILMEMBER	SORTED BY CATEGORY
		Infrastructure: Continue City Infrastructure: Drainage, Street Repairs, Completion of Curbing, Brighter Lighting in Neighborhoods	GF	Infrastructure
		Angled parking for N Main and N Commerce Streets (change during downtown project)	In-House	Parking Downtown
		Parking around and surrounding the square. Issues with larger vehicles parked in areas that are narrow and that make it hard to see oncoming traffic. Our city is growing and we have been very fortunate with our parking however, it is a concern especially when you have the bigger and wider trucks that are parked in an area that is for a moderate size car. It becomes a hazard and a blind spot when trying to reverse out of the parking space and a blind spot for any and all pedestrians.	GF	Parking Downtown
		Continue to work on City Park improvements	Gen Fund	Parks
		Revive all City parks	Grants	Parks
		Work with LISD to establish a community recreation center at Adams Gym, perhaps under Parks (PUBLIC HEALTH/PARKS)	General Fund/Parks & Rec	Parks
		Add 3 positions to the Parks Department, to help facilitate other improvements (PARKS)	General Fund/Parks & Rec	Parks
		Park improvements - consider medium to long range Town branch development	GF	Parks
		Develop a dog park as part of the Stueve Lane Monte Vista Tract (PARKS/ANIMAL SHELTER/PUBLIC HEALTH)	General Fund/Parks & Rec	Parks
		Parks Improvemens: Purchase and update the park equipment to provide safe and fun filled parks for all to use.	GF	Parks
		Start Planning for 2040 plan	GF	Planning
		Police	GF	Police
		Continued Police Community committee involvement, neighborhood watch, gang awareness	GF	Police
		Work with Police Department to bring back drug enforcement program	Gen Fund	Police
		Get back to Neighborhood Townhall Meetings	GF	Police
		Police Task Force: Budget extra funds for a Police Task Force, a Narcotics Officer and a Mental Health Officer to address any drug and gang related problems and mental issues our city is being faced not only on the East side of our city but citywide. Budget for updated training for our police officers. There is alot of training that is free but alot additional money for registration fees and course material. I am grateful that the Police Department did invest in our Drug Dog and is being utilized by the school as well.	GF	Police
		High School cadet programs for police, fire, EMS	GF	Police/Fire
		Public relations position to deal with social media	GF	Public Relations
		Get the word out about Lockhart (promoting, hiring a Public Relations person)	Gen Fund	Public Relations
		Sidewalk repair and expansion	GF	Sidewalks
		Signage in Lockhart (highway, downtown, and toll road)	Gen Fund	Signage
		Wayfinding, branding - develop new entry sign and city property markers	GF	Signage
		Move Forward with St Paul property project	In-House	St Paul Gift
		Develop an oral history project to support a future "Walking Tour" app for Lockhart (ECONOMIC DEV/DOWNTOWN)	General Fund/Fundraising	Tourism
		More Events to Attract Tourism in Lockhart and Include Way Finding Signage (Hotels and Restaurants). Added events, especially the events that are free to the public do very well for the city as well as for the businesses and tourism. I welcome new events to the city but need to be selective in the events that we do host.	GF	Tourism
		Create a Good Neighbor program (Lockhart Utility Customers can add an additional amount to utility bill to help others)	GF	Utility Customers

CM INITIALS	PRIORITY #	GOALS IDENTIFIED BY COUNCIL FOR FY 18-19: SORTED BY CATEGORY FINAL LIST BY COUNCIL PRIORITIZED BY CATEGORY: SUBMIT TO CITY MGR BY MARCH 1 PLEASE	SUGGESTED FUNDING SOURCE BY COUNCILMEMBER	SORTED BY CATEGORY
		Access to Municipal Court for Utility Payments	In-House	Utility Customers
		Free public wifi on the square as part of the redevelopment on the North side (ECONOMIC DEV/DOWNTOWN)	CAPCOG Grant?	Wifi
		Free public wifi on the square as part of the redevelopment on the North side	GF	Wifi

CM INITIALS	PRIORITY #	GOALS IDENTIFIED BY COUNCIL FOR FY 18-19: SORTED BY CATEGORY	SUGGESTED FUNDING SOURCE BY COUNCILMEMBER	SORTED BY CATEGORY	CITY MANAGER COMMENTS
BW	7	Improve communication between City and Chamber of Commerce	In-House	Chamber	City Staff works together with Chambers on all their events by being a co-sponsor with many in-kind services. Robert Tobias attends their meetings and periodically makes presentations about Economic Development issues.
JC	4	City Facilities	GF	City Bldgs	Budget for roofs and major repairs
JEFF M	5	Refurbish City Hall inside (making it more inviting)	Gen Fund	City Bldgs	Working on it; repairs to ceiling in progress, restrooms to be refurbished and replace signage with more informative directions.
JEFF M	7	Prepare Fire Station 3 (so we can have main station remodeled)	Gen Fund	City Bldgs	New plans will be prepared working with new Chief who has different ideas than the previous Chief
AGS	1	Hire A City Manager. Hire a City Manager that is Well Rounded and Experienced and Will Help our City to Continue to Grow for the right and positive reasons. To hire a City Manager that will allow our Department Heads to Grow and Improve Our Departments with their recommended suggestions not only from our department heads but from our employees. Working Smarter not Harder.	GF	City Manager	I concur. The current City Mgr has rode back of garbage trucks, climbed electrical poles, worked water/sewer/asphalt/concrete projects, and has been a utility collections clerk, and during these experiences learned the value of suggestions for charge that comes from employees in such positions. All department heads/supervisors are encouraged to listen to employees who have constructive ideas that would benefit in performing assigned tasks. City Mgr has also learned there are employees who keep there hands in their pockets and talk while everyone else is working and these are the same ones who are often found to be dishonest in their paperwork, sleep on the job, and have a poor attendance record.
BW	1	More code enforcement of codes directed at unsightly properties	In-House	Code Enforc	Will continue to address as complaints come in and as found during investigation outings.
LW	8	Continue demo of unsafe structures and pursue liens aggressively	GF	Code Enforc	Will continue to address and City Attorney exploring process to recover demolition costs
AGS	11	Convention Center. Our city is growing and there are too many events, programs and conferences that are going to other surrounding areas to have these events and those surrounding area businesses are benefitting and money is being spent in those areas instead on money being spent in our city. Granted, we do have meeting facilities in our city but these meeting facilities do not accommodate the number of people for the above events that have been mentioned.	GF	Convention Center	HOT funds and/or Bond Issue. Maintenance funds will be a minimum of \$150,000 annually not including director's salary, utilities, and insurance.
LW	9	Downtown improvements-lighting, pedestrian safety, south plaza idea? Sculpture? Sidewalk mosaics?	GF	Downtown	CAPCOG/CO project will address
LW	1	Economic development, creating and retaining jobs, grocery campaign	general fund, LEDC	Econo Devl	Robert Tobias working with several companies now
JC	2	Economic Development	GF	Econo Devl	See above

CM INITIALS	PRIORITY #	GOALS IDENTIFIED BY COUNCIL FOR FY 18-19: SORTED BY CATEGORY	SUGGESTED FUNDING SOURCE BY COUNCILMEMBER	SORTED BY CATEGORY	CITY MANAGER COMMENTS
JEFF M	3	Expand economic development (by helping to spread the word & being more involved)	Gen Fund	Econo Devl	Robert Tobias is involved with the San Marcos Partnership, local chambers, and with downtown businesses on a regular basis. Leads from the Governor's office and the Austin Chamber are also pursued as applicable.
AGS	4	Economic Development: Recruit more businesses especially retail and continue efforts; contact existing and vacant building owners to see if they are willing to work with the City of Lockhart to bring retail businesses and specialty shops, as well as industrial. Purchase buildings and land when on the market for possible new businesses for the city. Art Galleries and Music Venues have increased within our downtown area and though many not appreciate these type of business and or venues, it is good for our downtown and its livelihood. Let's work on getting more of the specialty shops and boutiques in or around the square.	GF	Econo Devl	The problem is that many of the property owners downtown do not have the funds to customize their buildings to support specialty shops which most the time are not willing to spend money on a building. Rob Tobias is exploring ways to address this issue.
JUAN M	1	Pay raise across the board	GF	Employees	Estimated Costs Including Benefits: For each 1% for non-civil service= \$52,000 For each 1% for civil service = \$28,000
AGS	2	All Department Heads to Budget Salary Increases for all City Employees.	GF	Employees	See above
JC	5	Wellness for employees	GF	Employees	City provides good health insurance (\$586 per month each) with wellness plans for employees; many Cities have stopped this benefit and only provide a stipend for insurance.
AGS	9	Employee: Possible additional Employee Holiday Time Off-Alternating System. Even though this has been discussed and the reasons for why it cannot be done, I would like to see a time off alternating system, especially during the holidays. I did appreciate that the city employees were allowed to stay home during our icy, sleet and snow days. The safety of our employees is very important.	GF	Employees	City employees with vacation leave and holiday time are off 23 days a year with pay which is more than a month of work days. The only holidays not given that we found are Columbus Day and Texas Independence Day. Employee safety is very important, however, some employees must come in to make conditions safe for residents and to respond to emergency conditions and that responsibility belongs to each department head who determines based on staff levels and skills time off during holiday times.
AGS	6	Subdivision development to attract more businesses to Lockhart. Increase the number of homes, apartments, housing. Our city is growing with new citizens wanting to make Lockhart their home but due to the number of housing available, they wait and or possibly lose interest.	GF	Housing	6 housing projects in place at different phases. City Manager recommended incentives to builders three years ago which Council approved and during the time it was in place it produced more housing. As a result, more engineering of subdivisions has begun.
JC	1	Infrastructure	GF	Infrastructure	\$400,000 or more yearly needed for streets
LW	2	Infrastructure improvement- uncurbed streets, street rehab	GF	Infrastructure	See above. It will take a major bond issue to address all streets that do not have curbs.
BW	3	Improve Streets (repairs)	In-House	Infrastructure	See above.

CM INITIALS	PRIORITY #	GOALS IDENTIFIED BY COUNCIL FOR FY 18-19: SORTED BY CATEGORY	SUGGESTED FUNDING SOURCE BY COUNCILMEMBER	SORTED BY CATEGORY	CITY MANAGER COMMENTS
AGS	3	Infrastructure: Continue City Infrastructure: Drainage, Street Repairs, Completion of Curbing, Brighter Lighting in Neighborhoods	GF	Infrastructure	For streets please see above. Brighter lighting is always a challenge in a city with so many trees. Lockhart still must comply with Senate Bill 5 which regulates power usage. Several cities have passed an ordinance that does not allow for the planting of trees within 15' of the right of way to improve lighting of streets and reduce tree trimming around power lines.
BW	4	Angled parking for N Main and N Commerce Streets (change during downtown project)	Ja-House	Parking Downtown	Scheduled with downtown improvements. Should also consider making 100 Blocks of N Main and N Commerce one-way and possibly consider other blocks downtown especially north/south streets.
AGS	10	Parking around and surrounding the square. Issues with larger vehicles parked in areas that are narrow and that make it hard to see oncoming traffic. Our city is growing and we have been very fortunate with our parking however, it is a concern especially when you have the bigger and wider trucks that are parked in an area that is for a moderate size car. It becomes a hazard and a blind spot when trying to reverse out of the parking space and a blind spot for any and all pedestrians.	GF	Parking Downtown	Scheduled with downtown improvements
JEFF M	2	Continue to work on City Park improvements	Gen Fund	Parks	Master Plan near complete
BW	2	Revive all City parks	Grants	Parks	Master Plan near complete
KM	2	Work with LISD to establish a community recreation center at Adams Gym, perhaps under Parks (PUBLIC HEALTH/PARKS)	General Fund/Parks & Rec	Parks	Mayor is visiting with LISD about this
KM	3	Add 3 positions to the Parks Department, to help facilitate other improvements (PARKS)	General Fund/Parks & Rec	Parks	Approx. \$100,000 to budget not including equipment and vehicles
LW	3	Park improvements - consider medium to long range Town branch development	GF	Parks	Bond issue needed
KM	4	Develop a dog park as part of the Stueve Lane Monte Vista Tract (PARKS/ANIMAL SHELTER/PUBLIC HEALTH)	General Fund/Parks & Rec	Parks	Estimate on this property is \$ 25000 using used fencing. Maintenance and insurance are also cost factors
AGS	8	Parks Improvements: Purchase and update the park equipment to provide safe and fun filled parks for all to use.	GF	Parks	Master Plan near complete
JUAN M	3	Start Planning for 2040 plan	GF	Planning	Needs to be done
JC	3	Police	GF	Police	Chief Pedraza is working on these issues. Recently issued update that was sent to Council.
LW	4	Continued Police Community committee involvement, neighborhood watch, gang awareness	GF	Police	See above
JEFF M	4	Work with Police Department to bring back drug enforcement program	Gen Fund	Police	See above
JUAN M	5	Get back to Neighborhood Townhall Meetings	GF	Police	Will get with Chief about this

CM INITIALS	PRIORITY #	GOALS IDENTIFIED BY COUNCIL FOR FY 18-19: SORTED BY CATEGORY	SUGGESTED FUNDING SOURCE BY COUNCILMEMBER	SORTED BY CATEGORY	CITY MANAGER COMMENTS
AGS	5	Police Task Force: Budget extra funds for a Police Task Force, a Narcotics Officer and a Mental Health Officer to address any drug and gang related problems and mental issues our city is being faced not only on the East side of our city but citywide. Budget for updated training for our police officers. There is a lot of training that is free but a lot additional money for registration fees and course material. I am grateful that the Police Department did invest in our Drug Dog and is being utilized by the school as well.	GF	Police	Chief Pedraza reports that Lockhart has two certified mental health officers, and he feels there is sufficient funding for training. He also reports that a new Narcotics Officer would cost about \$90,000 for salary/benefits, training, a vehicle, and all required equipment.
LW	10	High School cadet programs for police, fire, EMS	GF	Police/Fire	Will visit with department heads again about this
LW	6	Public relations position to deal with social media	GF	Public Relations	Position would cost with benefits about \$45,000 annually and would need more tasks to perform.
JEFF M	6	Public relations position to deal with social media	GF	Public Relations	See above
LW	7	Sidewalk repair and expansion	GF	Sidewalks	Costs average about \$25 per linear foot
JEFF M	1	Signage in Lockhart (highway, downtown, and toll road)	Gen Fund	Signage	Wayfinding and Branding Committee in place
LW	5	Wayfinding, branding - develop new entry sign and city property markers	GF	Signage	See above
BW	5	Move Forward with St Paul property project	In-House General	St Paul Gift	Working on costs associated with this projects which involve asbestos/lead paint survey and possible abatement, ADA restrooms, ADA entry ramp, kitchen changes, and other repairs.
KM	5	Develop an oral history project to support a future "Walking Tour" app for Lockhart	Fund/Fundraising	Tourism	Could be part of the Wayfinding and Branding Committee tasks
AGS	7	More Events to Attract Tourism in Lockhart and Include Way Finding Signage (Hotels and Restaurants). Added events, especially the events that are free to the public do very well for the city as well as for the businesses and tourism. I welcome new events to the city but need to be selective in the events that we do host.	GF	Tourism	Chambers receive HOT funds for tourism and City co-sponsors events that contribute to tourism.
JUAN M	4	Create a Good Neighbor program (Lockhart Utility Customers can add an additional amount to utility bill to help others)	GF	Utility Customers	Have pursued this in the past. Requires a Board or Committee that is willing to take on the tasks of selecting who and how much help can be provided to customers. Some Cities allocate the funds to existing organization that is willing to take on the project.
BW	6	Access to Municipal Court for Utility Payments	In-House	Utility Customers	Working to this; advertisements and office training needed.
KM	1	Free public Wi-Fi on the square as part of the redevelopment on the North side (ECONOMIC DEV/DOWNTOWN)	CAPCOG Grant?	Wi-Fi	County judge had indicated to Mayor that the County could do this.
JUAN M	2	Free public wifi on the square as part of the redevelopment on the North side	GF	Wifi	See Above

LOCKHART CITY COUNCIL FY 17-18 GOALS				
Category and Priority Order				
COUNCIL MEMBER	PRIORITY	GOALS IDENTIFIED BY COUNCIL FOR FY 17-18 (as submitted by Councilmembers)	SUGGESTED FUNDING SOURCE BY COUNCILMEMBER	CATEGORY
BH	3	Continue Improving City Cemetery	with GF Expiring debt saving and/or Cemetery Tax	CEMETERY
Jeff M	2	Refurbish City Hall in the inside (to make more inviting to the public) as well as doing some landscaping outside	General Fund	CITY BLDGS
BW	3	Spruce up and clean up City properies		CITY BLDGS
BH	4	Improve City Facilities Appearance		CITY BLDGS
JC	4	City Facilities		CITY BLDGS
AGS	10	Convention Center		CONVENTION CTR
JC	2	Crime		CRIME
AGS	4	Police Task Force: Budget extra funds for a Police Task Force, a Narcotics Officer and a Mental Health Officer to address any drug and gang related problems and mental issues our city is being faced not only on the East side of our city but citywide. Budget for updated training for our police officers. There is alot of training that is free but alot additional money for registration fees and course material.		CRIME
Jeff M	4	Work with Police Department to bring back drug enforcement program		CRIME
LW	8	Fund for helping utility customers in need	???	CUSTOMER SERV
BW	2	Continue to change angle parking downtown: 200 Blk S Main, 100 Blk N Main, 100 Blk N Commerce, 200 Blk E Market; little time and expense invovled	??	DOWNTOWN
LW	2	Downtown improvements,bathrooms, electric, pedestrian safety, beautification, wifi, lighting		DOWNTOWN
AGS	9	Parking around and surrounding the square. Issues with larger vehicles parked in areas that are narrow and that make it hard to see oncoming traffic		DOWNTOWN
LW	1	Expanding economic development department, budget, office, staff?, marketing	General fund, LEDC	ECCONOMIC DEV
AGS	3	Economic Development: Recurit more businesses especailly retail and continue efforts; contact existing and vacant building owners to see if they are willing to work with the City of Lockhart to bring retail businesses and speciality shops, as well as industrial. Purchase buildings and land when on the market for possible new businesses for the city.		ECCONOMIC DEV
JC	3	Economic Development		ECCONOMIC DEV
AGS	5	Subdivision development to attract more businesses to Lockhart.		ECCONOMIC DEV
JM	5	Set up meetings with developers for more retail space shopping centers along US 183		ECCONOMIC DEV

LOCKHART CITY COUNCIL FY 17-18 GOALS				
Category and Priority Order				
COUNCIL MEMBER	PRIORITY	GOALS IDENTIFIED BY COUNCIL FOR FY 17-18 (as submitted by Councilmembers)	SUGGESTED FUNDING SOURCE BY COUNCILMEMBER	CATEGORY
AGS	6	More Events to Attract Tourism in Lockhart and Include Way Finding Signage (Hotels and Restaurants)		ECONOMIC DEV
AGS	1	All Department Heads to Budget Salary Increases for all City Employees.		EMPLOYEES
JM	1	City Employee Raises		EMPLOYEES
JM	2	House or fund gym membership/space (weight rm) in Senior Center area (cardio machine) for City employees		EMPLOYEES
AGS	8	Employee: Possible additional Employee Holiday Time Off-Alternating System. Even though this has been discussed and the reasons for why it cannot be done, I would like to see a time off alternating system, especailly during the holidays.		EMPLOYEES
BW	1	ENFORCE ordinances that pertain to unsightly properties all over town		ENFORCEMENT
Jeff M	1	Enforce city ordinance regarding residential property		ENFORCEMENT
Jeff M	3	Continue to work on City Park improvements		PARKS
JM	3	Do inventory of City properties to idenify areas for pocket parks	LEDC funds	PARKS
LW	3	Park improvements	General fund	PARKS
BH	5	Parks Improvements	General Fund	PARKS
JC	5	Parks		PARKS
AGS	7	Parks Improvemens: Purchase and update the park equipment to provide safe and fun filled parks for all to use.		PARKS
LW	7	Town branch cleanup and beautification	???	PARKS
JM	4	Start process of Funding Sidewalks east of 183 connecting to the US 183 sidewalks		SIDEWALKS
LW	6	sidewalk repair and expansion	general fund bond	SIDEWALKS
BH	1	IMPLEMENT SIGNAGE IN LOCKHART	General Fund (LEDC) and/or Hotel Tax	SIGNAGE
LW	4	wayfinding, branding	general fund	SIGNAGE
LW	5	Entry signs	general fund	SIGNAGE
Jeff M	6	Signage on Highway 183 and SH130 = directing people to Lockhart		SIGNAGE
BW	4	Pursue oppportunity to move Senior Citizens' Center to St Paul United Church of Christ Property		SR CITIZENS CTR
JC	1	Roads	Grants or impact fees	STREETS/INFRAS
AGS	2	Infrastructure: Continue City Infrastructure: Drainage, Street Repairs, Completion of Curbing, Brighter Lighting in Neighborhoods		STREETS/INFRAS
BH	2	Continue improving City Streets	Increase Transportation Fund	STREETS/INFRAS
Jeff M	5	Continue to make improvements and redoing our city streets		STREETS/INFRAS

Lockhart City Council
FY 16-17 Goals
Revised 3-10-2016, 8:30 pm

Priority	Council Person	Goals Submitted	City Manager Comments
1	Castillo	Infrastructure	Complete 2015 CO projects and need budget of \$250,000 per year for streets, continue water and sewer main replacements; continue electric distribution maintenance plan-get new substation on line. Replace bad water raw water mains and find additional water for the future.
1	Gonzales-Sanchez	Department Heads to Budget Salary Increases for city employees so that we can keep our current city employees.	Est Cost Per % Increase Annually: Gen Fund (Not Civil Serv) \$ 29,000; Gen Fund Civil Serv \$ 24,000; Other/Utilities: \$ 15,000- Add'l
1	Hilburn	Improve City Cemetery with GF Expiring debt saving and/or Cemetery Tax	Cemetery Tax up to 5 cents allowed by State Law. Expiring GF debt committed to Police and Fire increased pay rates. (\$132,000)
1	Mendoza	Find ways to use activity center for multi-purpose use. (basketball, volleyball). Funding source: Different companies in town	If approved by Council staff would approach local businesses
1	Michelson	Continue to improve infrastructure (drainage, street repairs) throughout the city	Complete 2015 CO and budget \$250,000 per year for street materials
1	Westmoreland	Enforce ordinances that pertain to unsightly properties all over town. Make homeowners/residents (because some may be renters) take pride in their environment. It is an eyesore to drive around town and see overgrown properties, junked cars, and stacks of trash on porches, in yards and driveways. All levels of socio-economic residents in this town have shown evidence of being disrespectful to their environment.	City has no esthetics ordinance currently. The term "unsightly" is subjective and is difficult to prove in court.
1	White	Economic Development-expanding budget to get staff qualified to help Sandra with recruitment, working with LEDC to either build Spec building or invest in more property, Main St program to relieve Sandra of a lot of those duties	Main Street Program would require another person and funding to work with local businesses while Economic Development would concentrate on new businesses and new jobs
2	Castillo	Economic Development	Need 12-15,000 sf of retail spaces with reasonable lease per sf and buildings that are 20 to 50,000 sf for industrial and manufacturing
2	Gonzales-Sanchez	Infrastructure: Continue City Infrastructure: Drainage, Street Repairs, Completion of Curbing, Brighter Lighting in Neighborhoods	Complete 2015 CO projects and need budget of \$250,000 per year for streets, continue water and sewer main replacements; continue electric distribution maintenance plan-get new substation on line. Replace bad water raw water mains and find additional water for the future. Most streets that lack curbing will need to be totally reconstructed. Brighter LED lights being experimented with since costs have come down.
2	Hilburn	Implement City Signage	Initial required funds up to \$40,000 if City Crew does the work; total cost could be more than \$70,000
2	Mendoza	New Park equipment. Funding Source: Each Councilmember responsible for a park and finding funding sources	Estimate: \$ 400,000 annually over next 4 years based on input from Parks Board Advisory Board
2	Michelson	Continue to improve ways to attract businesses to Lockhart	Need more 12-15,000 sf of retail spaces with reasonable lease per sf and buildings that are 20 to 50,000 sf for industrial and manufacturing
2	Westmoreland	Create a policy for the residency of future administrative positions to live within the Lockhart city limits. If an administrator wants to be employed by the City of Lockhart, they need to reside here. Sharing in the daily lives of our citizens seems crucial to making decisions about Lockhart. They are paid by city taxes.	It is not legal to require all department heads to live in the City limits; only the City Manager is required to do so. All non-24 emergency response employees must live within 25 minutes of City Limits
2	White	Continue street rehab	Need \$ 250,000 annually minimum for street work materials
3	Castillo	City Facilities	Not sure what this includes; can assess all departments for physical needs
3	Gonzales-Sanchez	Economic Development: Recruit more businesses especially retail and continue efforts ; contact existing and vacant bldg owners to see if they are willing to work with City to bring these small retail businesses, as well as industrial; possibly purchasing two downtown county buildings when on the market for possible new businesses in the downtown area. Stronger platform with LEDC with methods to sell Lockhart and attract businesses.	LEDC could fund another report but the company says our numbers still should be good. Costs estimated \$22,500 for updating data and recruitment. Prime softgood companies constantly want to be on Highway 183 in 12-15,000 sf and at a reasonable cost per sf plus higher traffic counts.

Lockhart City Council
FY 16-17 Goals
Revised 3-10-2016, 8:30 pm

Priority	Council Person	Goals Submitted	City Manager Comments
3	Hilburn	Continue improving city streets: Increase Transportation Fund	Current transportation monthly rate is \$ 4 for residential and others; \$260,000 annual which helps fund labor and equipment, but is not sufficient for materials. Another \$250,000 for materials is needed annually.
3	Mendoza	Wi-Fi Free Zones Downtown Square. Funding source City Budget, School District, Downtown sponsors	Rough estimate is about \$12,000
3	Michelson	Refurbish City Hall	If atrium removed, add more offices estimated at \$45,000 and more outside landscaping estimated at \$ 5,000; elevator going in with improvements to restrooms and offices
3	Westmoreland	Approach interested and future businesses cordially. Stringent ordinances (and the way they are approached), scare off some businesses. Let's be friendly in a positive way.	City Mgr respectfully requests names of such businesses. He has met with 18 business representatives over past 15 months that were looking at Lockhart but did not come. Except for the non-residential exterior building esthetics ordinance, none of them indicated a problem with the current ordinances or with staff. The main problems were high land prices and the lack of "ready built retail and industrial buildings", and traffic counts were not high enough. Most thought the impact fee schedules were very reasonable compared to other cities. Will continue to work toward friendlier customer service with simplified ordinances.
3	White	Park master plan to consider park bond issue, recreation dept and staff issues	Master Plan estimate: \$ 45,000, recreation dept est at least \$ 60,000 for a recreational professional with another \$30,000 for equipment and materials
4	Castillo	Employees Wages	Est Cost Per % Increase Annually: Gen Fund (Not Civil Serv) \$ 29,000; Gen Fund Civil Serv \$ 24,000; Other/Utilities: \$ 15,000- Add'l Cost FY 16-17 due to Civil Serv Pay Plan Expansions already approved: \$ 132,000
4	Gonzales-Sanchez	Police Task Force: Budget extra funds to bring back a much needed Police Task Force to address any drug and gang related problems this city is being faced with especially on the East side of our city. Possibly ask the County to assist with funding.	Initial required funds up to \$40,000 if City Crew does the work; total cost could be more than \$70,000
4	Hilburn	Continue working on bringing industry to Lockhart: Continue supporting Ms. Mauldin	LEDC is will have sufficient funding to be more aggressive starting FY 16-17
4	Mendoza	Training Start up: Neighborhood Watch Training and Program: Police Budget	Have tried Neighborhood Watch Program in past but was not sustained because of lack of participation. Willing to try again.
4	Michelson	Improve signage on HWY 183 as well as SH130 = directing people to Lockhart	Possibly use of some of the KTB grant money
4	Westmoreland	Evaluate and/or change the degree of the angled parking along the 4 blocks off of the square. This would be: Main Street from Market to Prairie Lea Street; Main Street from San Antonio Street to Walnut Street; Commerce Street from Market Street to Prairie Lea Street, and Commerce Street from San Antonio Street to Walnut Street. These parking spaces were made before long vehicles were made! If there are cars parked on both sides of the streets, only one car can pass through at a time. Then it becomes a one lane street. I have witnessed a different angled parking arrangement, and it provides more room and is much safer for the drivers and pedestrians.	Estimate to black out existing thermoplastic markings, redefine layout, and apply new thermoplastic markings with angle parking = \$ 12,000; will probably lose 4 spaces per block. 2 on each side
4	White	Branding and wayfinding—may be included in #1	Initial required funds up to \$40,000 if City Crew does the work; total cost could be more than \$70,000
5	Castillo	Parks	Estimate: \$ 400,000 annually over next 4 years based on input from Parks Board Advisory Board
5	Gonzales-Sanchez	Subdivision development to attract more businesses to Lockhart	Working with 6 more subdivisions, either new or expanding, and possibly one more very large one northwest.
5	Hilburn	Improve tourism in Lockhart - City Council continue to work with and encourage Chambers of Commerce to be more involved	Council can make this directive to Chambers when dividing out HOT funds
5	Mendoza	Finding more funding for Retail Market Study. Zip code demographics with reports. Funding LEDC	LEDC could fund another report but the company says our numbers still should be good. Costs estimated \$22,500 for updating data and recruitment.

Lockhart City Council
FY 16-17 Goals
Revised 3-10-2016, 8:30 pm

Priority	Council Person	Goals Submitted	City Manager Comments
5	Michelson	Work with LEDC or someone equivalent to build a building to help attract business	Need more 12-15,000 sf of retail spaces with reasonable lease per sf. Most softgood retailers want 12-15,000 on Hwy 183 at a reasonable price and increased traffic volumes
5	White	Sidewalks to include lighting	Funding required; for example San Jacinto to Jr High estimate is \$130,000 just for materials along Maple walkway
6	Gonzales-Sanchez	More Events to Attract Tourism in Lockhart and Include Way Finding Signage (Hotels and Restaurants)	Initial required funds up to \$40,000 if City Crew does the work; total cost could be more than \$70,000. Chambers could use HOT for more tourism.
6	Michelson	Continue to work on City Park improvements	Estimate: \$ 400,000 annually over next 4 years based on input from Parks Board Advisory Board
6	White	Pursue possible ESD-EMS district	Legal issue with participation by County and City of Luling preferable
7	Gonzales-Sanchez	Parks Improvemens: Purchase more park equipment to provide safe and fun filled parks for all to use.	Estimate: \$ 400,000 annually over next 4 years based on input from Parks Board Advisory Board
7	Mendoza	Start Talks With YMCA Austin again. Seek sponsors funding if necessary	Our population hurt in previous discussions, Will pursue again. They usually want commitment for a minimum number of individuals and families depending on population of not only City but its metro area
7	Michelson	Work on building a civic center/ recreation center	\$ 9 million plus land \$ 2.5 million for about 20,000 sf plus about \$240,000 annual maintenance costs and minimum of \$60,000 for utilities; estimated revenues offset is about \$60,000; take out recreation center and cost go down about 20%. It has been reported that Bastrop is spending over \$500,000 per year to operate its civic center. Revenues not covering costs.
7	White	Cemetery maintenance	Cemetery Tax up to 5 cents allowed by State Law
8	Gonzales-Sanchez	City Hall: Refurbish with Improvements and/or Upgrades	Elevator and improvements to restrooms planned; better offices for Connie and Sandra planned also.
9	Gonzales-Sanchez	Convention Center	\$ 9 million plus land \$ 2.5 million for about 20,000 sf plus about \$240,000 annual maintenance costs and minimum of \$60,000 for utilities; estimated revenues offset is about \$60,000; take out recreation center and cost go down about 20%. It has been reported that Bastrop is spending over \$500,000 per year to operate its civic center. Revenues not covering costs.
10	Gonzales-Sanchez	Employee: Possible additional Employee Holiday Time off-Alternating system	City employees now have 12 holidays and 1 personal holiday; time off is granted by seniority with department head responsible for keeping sufficient personnel to serve the public needs. Employees also receive at least 2 weeks of vacation time. Those employees required to work on holidays receive their normal pay plus holiday pay.

City of Lockhart
Future Debt Payments as of 9/30/18

Description		Paid Debt	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL DEBT
General Government																					
Hotel Tax Fund																					
2016 GO Refunding			40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000								400,000
Total Hotel Tax Fund P & I			-	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	-	-	-	-	-	-	-	400,000
LEDC																					
2015 Tax & Revenue	100.00%		48,093	48,044	48,103	48,152	63,645	63,670	63,513	63,543	63,555	63,643	63,687	65,647	65,544	65,575	65,482	65,579	65,538	65,676	1,048,596
Total LEDC Fund P & I			48,093	48,044	48,103	48,152	63,645	63,670	63,513	63,543	63,555	63,643	63,687	65,647	65,544	65,575	65,482	65,579	65,538	65,676	1,048,596
2015 Capital Projects Fund																					
2015 Tax & Revenue																					-
Total 2015 Capital Projects Fund Fund P & I			-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Drainage																					
2015 Tax & Revenue			100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	1,700,000
Total Drainage Fund P & I			100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	1,700,000
General Fund																					
2015 Tax & Revenue																					-
Total General Fund P & I			-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Debt Service Fund																					
2006 Tax & Rev CO's	100.00%		47,175	50,535	48,690	46,845															146,070
2006-A Tax & Rev CO's	93.00%		267,890	267,803	267,332	271,128															806,264
2015 Tax & Revenue	TRNSF		186,594	186,302	186,653	186,945	279,275	279,421	278,487	278,662	278,735	279,261	279,523	291,203	290,590	290,773	290,222	290,798	290,554	291,374	4,548,778
2015 Tax & Revenue	12.00%		117,779	117,659	117,803	117,923	155,867	155,927	155,543	155,615	155,645	155,861	155,969	160,769	160,517	160,592	160,365	160,602	160,502	160,831	2,567,990
2016 GO Refunding	74.84%		171,056	346,930	361,150	353,161	656,899	666,927	661,698	666,974	673,111	670,566	678,350	-	-	-	-	-	-	-	5,735,766
Total Debt Service Fund P & I			790,494	969,229	981,628	976,002	1,092,041	1,102,275	1,095,728	1,101,251	1,107,491	1,105,688	1,113,842	451,972	451,107	451,365	450,587	451,400	451,056	452,205	13,804,868
Total General Government			938,587	1,157,273	1,169,731	1,164,154	1,295,686	1,305,945	1,299,241	1,304,794	1,311,046	1,309,331	1,317,529	617,619	616,651	616,940	616,069	616,979	616,594	617,881	16,953,464

Future Debt Payments as of 9/30/18

Description	Paid Debt	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL DEBT
Proprietary																				
Electric Fund																				
2013 SIB Loan	30.81%	71,151	71,152	71,151	71,151	71,151	71,151	71,151	71,152	71,151	71,151	71,151	71,151	71,151	71,151	71,151	71,152			1,067,268
Total Electric Fund P & I	-	71,151	71,152	71,151	71,151	71,151	71,151	71,151	71,152	71,151	71,151	71,151	71,151	71,151	71,151	71,151	71,152	-	-	1,067,268
Water Fund																				
2006A Tax & Rev CO's	7.00%	20,164	20,157	20,122	20,408															60,687
2015 Tax & Revenue	49.60%	486,818	486,322	486,917	487,413	644,248	644,496	642,909	643,207	643,331	644,223	644,670	664,510	663,468	663,778	662,842	663,822	663,406	664,800	10,614,362
2016 GO Refunding	21.81%	49,849	101,103	105,247	102,919	191,435	194,357	192,833	194,371	196,159	195,418	197,686	-	-	-	-	-	-	-	1,671,528
2013 SIB Loan	35.80%	82,676	82,676	82,676	82,676	82,676	82,676	82,676	82,676	82,676	82,676	82,676	82,676	82,676	82,676	82,676	82,676			1,240,140
Total Water Fund P & I	-	639,507	690,258	694,962	693,416	918,359	921,529	918,418	920,254	922,166	922,317	925,032	747,186	746,144	746,454	745,518	746,498	663,406	664,800	13,586,717
Sewer Fund																				
2015 Tax & Revenue	4.30%	42,204	42,161	42,213	42,256	55,852	55,874	55,736	55,752	55,773	55,850	55,889	57,609	57,518	57,545	57,464	57,549	57,513	57,643	920,197
2016 GO Refunding	3.35%	7,657	15,529	16,166	15,808	29,404	29,853	29,619	29,855	30,130	30,016	30,364	-	-	-	-	-	-	-	256,744
2013 SIB Loan	33.39%	77,102	77,103	77,102	77,102	77,103	77,102	77,102	77,103	77,102	77,102	77,103	77,102	77,102	77,103	77,102	77,102			1,156,537
Total Sewer Fund P & I		126,963	134,793	135,481	135,166	162,359	162,829	162,457	162,710	163,005	162,968	163,356	134,711	134,620	134,648	134,566	134,651	57,513	57,643	2,333,478
Total Proprietary Fund P & I	-	837,621	896,203	901,594	899,733	1,151,869	1,155,510	1,152,026	1,154,116	1,156,323	1,156,436	1,159,539	953,049	951,915	952,253	951,236	952,301	720,919	722,443	16,987,463
Grand Total		1,776,208	2,053,476	2,071,326	2,063,887	2,447,555	2,461,455	2,451,267	2,458,910	2,467,369	2,465,767	2,477,068	1,570,668	1,568,566	1,569,193	1,567,305	1,569,280	1,337,513	1,340,324	33,940,927

City of Lockhart
2015 BOND PROGRAM

Cost	Notes	Task Name	Duration	Start	Finish	2015												2016												2017											
						Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan
\$14,124,890.00		TOTAL PROJECT COST				[Gantt chart showing total project duration from Feb 2015 to Jan 2017]																																			
\$2,068,024.00	1	DRAINING IMPROVEMENTS CONTRACT 1 - Mesquite/Wichita Street & Richland Drive				[Gantt chart for Contract 1: Feb 2015 to Mar 2016]																																			
		Surveying Proposal	17 days	Fri 3/6/15	Sun 3/22/15	[Task bar]																																			
		Survey	30 days	Mon 3/23/15	Tue 4/21/15	[Task bar]																																			
		Acquisition	120 days	Wed 4/22/15	Wed 8/19/15	[Task bar]																																			
		Engineering Design	90 days	Wed 4/22/15	Mon 7/20/15	[Task bar]																																			
		Bid Ad/NTP	60 days	Tue 7/21/15	Fri 9/18/15	[Task bar]																																			
		Construction	180 days	Sat 9/19/15	Wed 3/16/16	[Task bar]																																			
\$1,999,200.00	2	DRAINAGE IMPROVEMENTS CONTRACT 2 - Century Oaks/Market Street, & Ash/Comal Streets				[Gantt chart for Contract 2: Mar 2015 to May 2016]																																			
		Surveying Proposal	17 days	Fri 3/6/15	Sun 3/22/15	[Task bar]																																			
		Survey	30 days	Sat 4/25/15	Sun 5/24/15	[Task bar]																																			
		Acquisition	150 days	Mon 5/25/15	Wed 10/21/15	[Task bar]																																			
		Engineering Design	120 days	Mon 5/25/15	Mon 9/21/15	[Task bar]																																			
		Bid Ad/NTP	60 days	Tue 9/22/15	Fri 11/20/15	[Task bar]																																			
		Construction	180 days	Sat 11/21/15	Wed 5/18/16	[Task bar]																																			
\$3,394,038.00	3	DRAINAGE IMPROVEMENTS CONTRACT 3 - Downtown Improvements Project				[Gantt chart for Contract 3: Aug 2015 to May 2017]																																			
		Surveying Proposal	15 days	Sun 8/2/15	Sun 8/16/15	[Task bar]																																			
		Survey	45 days	Mon 8/17/15	Wed 9/30/15	[Task bar]																																			
		Engineering Design	180 days	Thu 10/1/15	Mon 3/28/16	[Task bar]																																			
		Bid Ad/NTP	60 days	Tue 3/29/16	Fri 5/27/16	[Task bar]																																			
		Construction	365 days	Sat 5/28/16	Sat 5/27/17	[Task bar]																																			
\$323,400.00	4	DRAINAGE IMPROVEMENTS CONTRACT 4 - Medina & US183 Project				[Gantt chart for Contract 4: Nov 2015 to Jun 2016]																																			
		Surveying Proposal	15 days	Sun 11/1/15	Sun 11/15/15	[Task bar]																																			
		Survey	7 days	Mon 11/16/15	Sun 11/22/15	[Task bar]																																			
		Acquisition	90 days	Mon 11/23/15	Sat 2/20/16	[Task bar]																																			
		Engineering Design	60 days	Mon 11/23/15	Thu 1/21/16	[Task bar]																																			
		Bid Ad/NTP	60 days	Fri 1/22/16	Mon 3/21/16	[Task bar]																																			
		Construction	90 days	Tue 3/22/16	Sun 6/19/16	[Task bar]																																			
\$1,764,000.00	5	FM 2001 ELEVATED TANK PROJECT				[Gantt chart for Contract 5: Jan 2016 to Jun 2016]																																			
		Surveying Proposal	15 days	Sat 1/2/16	Sat 1/16/16	[Task bar]																																			
		Survey	15 days	Sun 1/17/16	Sun 1/31/16	[Task bar]																																			
		Acquisition	120 days	Mon 2/1/16	Mon 5/30/16	[Task bar]																																			
		Engineering Design	90 days	Mon 2/1/16	Sat 4/30/16	[Task bar]																																			
		Bid Ad/NTP	60 days	Sun 5/1/16	Wed 6/29/16	[Task bar]																																			

