

PUBLIC NOTICE

AGENDA

CANCELLED

LOCKHART CITY COUNCIL

TUESDAY, FEBRUARY 16, 2021

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

*Rescheduled
to
February 23, 2021*

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 VOLUNTARY VIRTUAL CONFERENCE PARTICIPATION

- *Join virtual meetings via Zoom.*
- *Mayor will call upon each citizen registered to address the Council virtually during the agenda item.*
- *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 have their comment read aloud 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 virtually participate in any public hearing item listed on the agenda may do so as follows:

- Request a link to virtually join the public hearing portion of the meeting.
- 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 Zoom invite or link 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. Discuss Chapter 380 Agreement with McElroy Metal Mill, Inc. to provide incentives for economic development. 40-47
- B. Discuss minutes of the City Council meeting of February 2, 2021. 9-15
- C. Discuss 2021 Chisholm Trail Roundup and Music Festival Financial Contribution Agreement. 16-21
- D. Discuss agreement with Jack Pearce, LLC for the leasing of properties located at East Market Street and South Commerce Street and approving the Mayor to sign if Assignment of Lease is approved; and authorizing the Public Works Director to pursue land improvements to the properties if approved. 22-35
- E. Discuss Ordinance 2021-04 amending the budget for the General Fund in Fiscal Year 2020-2021 as outlined in Budget Amendment 52. 36-39
- F. Discuss allocation of funds from the Hotel Occupancy Tax (HOT) Fund for Fiscal Year 2020-2021 as recommended by the HOT Advisory Board. 48-138
- G. Discuss the 2020 Racial Profiling Report of the Lockhart Police Department. 139-165
- H. Discuss Mayor's declaration of local disaster regarding requiring face coverings, and addressing other matters related to COVID-19, if necessary. 166-179

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. Comments are limited to three minutes per speaker.)

4. PUBLIC HEARING/COUNCIL ACTION

- A. Hold a public hearing to discuss amending Chapter 64 "Zoning" of the Lockhart Code of Ordinances, Article I "In General", Section 64-2 "Definitions"; and Article VII "Zoning Districts and Standards", Section 64-196 "Establishment of Zoning Districts"; to define and regulate Accessory Dwelling Units. 5-8
- B. Discussion and/or action to consider Ordinance 2021-03 amending Chapter 64 "Zoning" of the Code of Ordinances, Article I "In General", Section 64-2 "Definitions"; and Article VII "Zoning Districts and Standards", Section 64-196 "Establishment of Zoning Districts"; to define and regulate accessory dwelling units; providing for severability; providing a repealer; providing for penalty; providing for publication; and establishing an effective date.

5. CONSENT AGENDA

- A. Approve minutes of the City Council meeting of February 2, 2021. 9-15
- B. Approve 2021 Chisholm Trail Roundup and Music Festival Financial Contribution Agreement. 16-21
- C. Approve agreement with Jack Pearce, LLC for the leasing of properties located at East Market Street and South Commerce Street and approving the Mayor to sign if Assignment of Lease is approved; and authorizing the Public Works Director to pursue land improvements to the properties if approved. 22-35
- D. Approve Ordinance 2021-04 amending the budget for the General Fund in Fiscal Year 2020-2021 as outlined in Budget Amendment 52. 36-39

6. DISCUSSION/ACTION ITEMS

- A. Discussion and/or action to consider Chapter 380 Agreement with McElroy Metal Mill, Inc. to provide incentives for economic development. 40-47
- B. Discussion and/or action to consider allocation of funds from the Hotel Occupancy Tax (HOT) Fund for Fiscal Year 2020-2021 as recommended by the HOT Advisory Board. 48-138
- C. Discussion and/or action to consider the 2020 Racial Profiling Report of the Lockhart Police Department. 139-165
- D. 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. 166-179
- E. Discussion and/or action regarding appointments to various boards, commissions or committees. 180-203

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

- Library Updates:
 - Contactless Tax Aide appointments have been filled.
 - Library planning a virtual Fiesta De Mariachi event on April 24, 2021.
 - Parent as Teachers (PAT) will sponsor story walk during month of April.
- Update regarding audio/video equipment upgrade in Council Chambers.

8. **COUNCIL AND STAFF COMMENTS – ITEMS OF COMMUNITY INTEREST**
(**Items of Community Interest defined below)

9. **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 12th day of February 2021 at 3:00 p.m.

City of Lockhart, Texas

Council Agenda Item Briefing Data

COUNCIL MEETING DATE: February 16, 2021

AGENDA ITEM CAPTION:

Hold a PUBLIC HEARING and discussion and/or action to consider Ordinance 2021-03 amending Chapter 64 "Zoning" of the Lockhart Code of Ordinances, Article I "In General", Section 64-2 "Definitions"; and Article VII "Zoning Districts and Standards", Section 64-196 "Establishment of Zoning Districts"; to define and regulate Accessory Dwelling Units.

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

ACTION REQUESTED:

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

BACKGROUND/SUMMARY/DISCUSSION:

Over the past few years we've received many e-mails and phone calls from citizens inquiring about whether or not the City allows accessory dwelling units, also known as ADU's. Garage apartments are a form of ADU, and they are sometimes also called by other names such as granny flats (such as when occupied by elderly parents living on the same property as the family of an adult child). Some older houses in Lockhart have had garage apartments for years, since before we had zoning. Many cities now allow accessory dwelling units and, with appropriate standards, they can be an asset to the community.

Due to the high level of interest, staff has drafted the attached ordinance adding definitions of two classes of accessory dwelling units, and designating the residential zoning districts where each class would be allowed by-right or as a specific use. The definitions are self-explanatory in terms of describing what an accessory dwelling unit is. Note that only the proposed new text is shown in the attached ordinance.

Four citizens spoke at the Planning and Zoning Commission meeting, and their concerns were addressed in the Commission's recommendation for a revision to the original draft that has been incorporated in the attached ordinance.

COMMITTEE/BOARD/COMMISSION ACTION:

At their February 10th meeting, the Planning and Zoning Commission voted unanimously to recommend *APPROVAL*.

STAFF RECOMMENDATION/REQUESTED MOTION: *APPROVAL*.

LIST OF SUPPORTING DOCUMENTS:

Ordinance 2021-03.

Department Head initials:

D.G.

City Manager's Review:

 5

ORDINANCE 2021-03

AN ORDINANCE OF THE CITY OF LOCKHART, TEXAS, AMENDING CHAPTER 64 "ZONING" OF THE CODE OF ORDINANCES, ARTICLE I "IN GENERAL", SECTION 64-2 "DEFINITIONS"; AND ARTICLE VII "ZONING DISTRICTS AND STANDARDS", SECTION 64-196 "ESTABLISHMENT OF ZONING DISTRICTS"; TO DEFINE AND REGULATE ACCESSORY DWELLING UNITS; PROVIDING FOR SEVERABILITY; PROVIDING A REPEALER; PROVIDING FOR PENALTY; PROVIDING FOR PUBLICATION; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, There has recently been a high level of citizen interest and support for the City to allow accessory dwelling units; and,

WHEREAS, There is considerable literature in the planning profession, and examples of other cities that regulate accessory dwelling units, that provide state of the art guidance for appropriate standards to be adopted by the City of Lockhart; and,

WHEREAS, the current format of Chapter 64 "Zoning" accommodates establishing and regulating two classes of accessory dwelling units within the hierarchal system of three residential zoning districts; and,

WHEREAS, the Lockhart Planning and Zoning Commission held a public hearing on February 10, 2021, and voted to recommend amending Article I "In General", Section 64-2 "Definitions" to create new definitions and standards for *Accessory Dwelling Unit – General* and *Accessory Dwelling Unit – Limited*; and to recommend amending Article VII "Zoning Districts and Standards" Section 64-196 "Establishment of Zoning Districts" to specify where each class of accessory dwelling unit is allowed by-right or as a specific use; and,

WHEREAS, the City Council has determined that such amendment serves a public purpose and the Council desires to amend the Code of Ordinances accordingly;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LOCKHART, TEXAS, THAT:

- I. The foregoing recitals are approved and adopted herein for all purposes.
- II. Chapter 64 "Zoning", Article I "In General", Section 64-2 "Definitions", is hereby amended as follows, with provisions not shown remaining unchanged:

Sec. 64-2. Definitions.

Accessory dwelling unit – General: A secondary dwelling unit within or attached to a single-family dwelling (primary dwelling unit), or in a permanent detached accessory structure located on the same lot or parcel as a single-family dwelling, having no more than 1,000 square feet of habitable floor area or one-half the floor area of the primary dwelling unit, whichever is greater, and only on a lot of such size and dimensions where a duplex dwelling is allowed by-right in the applicable zoning classification. The accessory dwelling unit shall be provided with at least two off-street parking spaces in addition to the minimum number of spaces required for the primary dwelling unit. There shall be no more than one accessory dwelling unit on the lot or parcel.

Accessory dwelling unit – Limited: A secondary dwelling unit within or attached to a single-family dwelling (primary dwelling unit), or in a permanent detached accessory structure on the same lot or parcel as a single-family dwelling, having no more than 600 square feet of habitable floor area or one-half the floor area of the primary dwelling unit, whichever is greater, and where the owner of the property resides in either the primary dwelling unit or the accessory dwelling unit. The accessory dwelling unit shall be provided with at least one off-street parking space in addition to the minimum required for the primary dwelling unit, shall be served by the same electric meter as the primary dwelling unit, and shall be occupied by no more than two people who are family members, guests, or caretakers or other domestic employees of owner/occupant of the primary dwelling unit. There shall be no more than one accessory dwelling unit on the lot or parcel.

III. Chapter 64 “Zoning”, Article VII “Zoning Districts and Standards”, Section 64-196 “Establishment of Zoning Districts”, is hereby amended as follows, with provisions not shown remaining unchanged:

Sec. 64-196. Establishment of zoning districts.

(d) *Residential low density district (RLD).*

(4) The following uses require a specific use permit:

e. Accessory dwelling unit – Limited.

(e) *Residential medium density district (RMD).*

(3) The following uses are allowed by-right:

c. Accessory dwelling unit – Limited

(4) The following uses require a specific use permit:

i. Accessory dwelling unit – General.

(f) *Residential high density district (RHD).*

(3) The following uses are allowed by-right:

e. Accessory dwelling unit – Limited.

f. Accessory dwelling unit – General.

IV. Severability: If any provision, section, clause, sentence, or phrase of this ordinance is for any reason held to be unconstitutional, void, invalid, or un-enforced, the validity of the remainder of this ordinance or its application shall not be affected, it being the intent of the City Council in adopting and of the Mayor in approving this ordinance that no portion, provision, or regulation contained herein shall become inoperative or fail by way of reasons of any unconstitutionality or invalidity of any other portion, provision or regulation.

V. Repealer: That all other ordinances, sections, or parts of ordinances heretofore adopted by the City of Lockhart in conflict with the provisions set out above in this ordinance are hereby repealed or amended as indicated.

VI. Penalty: Any person who violates any provision of this ordinance shall be guilty of a misdemeanor, and upon conviction shall be fined as provided in Section 1-8 of the City Code.

VII. Publication: That the City Secretary is directed to cause the caption of this ordinance to be published in a newspaper of general circulation according to law.

VII. Effective Date. That this ordinance shall become effective and be in full force ten days from the date of its passage.

PASSED, APPROVED, AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF LOCKHART, TEXAS, ON THIS THE 16th DAY OF FEBRUARY, 2021.

CITY OF LOCKHART

Lew White
Mayor

ATTEST:

APPROVED AS TO FORM:

Connie A. Constancio, TRMC
City Secretary

Monte Akers
City Attorney

**LOCKHART CITY COUNCIL
REGULAR MEETING**

FEBRUARY 2, 2021

6:30 P.M.

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

Council present:

Mayor Lew White	Councilmember Derrick David Bryant
Councilmember Juan Mendoza	Councilmember Kara McGregor
Councilmember Jeffry Michelson	Councilmember Brad Westmoreland

Council absent:

Mayor Pro-Tem Angie Gonzales-Sanchez

Staff present:

Steven Lewis, City Manager	Connie Constancio, City Secretary
Monte Akers, City Attorney	Dan Gibson, City Planner
Sean Kelley, Public Works Director	Pam Larison, Finance Director
Mike Kamerlander, Economic Development Dir.	

Citizens/Visitors Addressing the Council: Jason Giuliatti, President of the Greater San Marcos Partnership; Ashley Rios of the Hays-Caldwell Women’s Center; Citizens, Eli Wood, Shirley and Homer Williams; and, Angie Flores of Raftelis Financial Consultants (virtual).

Work Session 6:30 p.m.

Mayor White announced that Mayor Pro-Tem Angie Gonzales-Sanchez would not be able to attend tonight’s meeting due to an illness. He 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 FEBRUARY AS BLACK HISTORY MONTH.

Mayor White presented the proclamation to Representatives of the Progressive Club. Shirley Williams provided a history about the Progressive Club and their efforts to contribute to the community.

B. PRESENTATION OF A PROCLAMATION DECLARING FEBRUARY AS DATING VIOLENCE AWARENESS AND PREVENTION MONTH.

Mayor White presented the proclamation to Ashley Rios, Director of the Hays-Caldwell Women’s Center (HCWC). Ms. Rios provided information about how the HCWC assists the community.

DISCUSSION ONLY

A. PRESENTATION BY THE GREATER SAN MARCOS PARTNERSHIP AND THE LOCKHART ECONOMIC DEVELOPMENT CORPORATION REGARDING ECONOMIC DEVELOPMENT ACTIVITIES.

Jason Giuletta, President of the Greater San Marcos Partnership gave the update regarding the economic development assistance to City of Lockhart.

Mr. Kamerlander provided an update regarding the Lockhart Economic Development progress in the City of Lockhart.

B. DISCUSS MINUTES OF THE CITY COUNCIL MEETING OF JANUARY 5, 2021, JANUARY 19, 2021 AND JANUARY 23, 2021.

Mayor White requested corrections. There were none.

C. RECEIVE 1ST QUARTER FISCAL YEAR 2021 INVESTMENT REPORT.

Ms. Larison stated that the Texas Public Funds Investment Act requires local governments to review and accept Quarterly Investment Reports for each quarterly reporting period of the year. She provided information and there was discussion regarding the following topics of the 1st Quarter for Fiscal Year 2021 Investment report ending December 31, 2020:

- Quarterly Investment Report.
- Investment Portfolio Summary.
- Cash Accounts.
- Marketable Securities Transaction Summary.
- Investment Pool Transactions Summary.
- Certificates of Deposit Transaction Summary.
- Investment Pools.
- Bank Collateralization.

D. DISCUSS PROPOSAL AND CONTRACTUAL AGREEMENT BETWEEN RAFTELIS FINANCIAL CONSULTANTS, INC., AND THE CITY OF LOCKHART; AND AUTHORIZING THE CITY MANAGER TO SIGN THE CONTRACTUAL AGREEMENT.

Ms. Larison stated that the City of Lockhart Water and Wastewater systems are self-supporting, meaning that no property taxes or sales taxes go toward the operations of these systems. The utility systems are supported through charges for services paid by users of the systems. The cost of these systems has grown with the expansion of Lockhart's customer base. The purpose of the study is to determine the total cost of providing water and wastewater services, equitably distribute costs to customers, and design rates to safeguard the financial integrity of the City. Areas to be studied include: 1) current capital needs and increasing demand against current supply; 2) current infrastructure maintenance; and 3) meeting debt obligations. In 2021, an in-house rate study was performed by the Finance Department to determine the rates needed to meet the City's debt obligations and again in 2017 with the Carrizo Ground Water Project. A component of this study is to develop a multi-year financing plan covering a multi-year capital plan (i.e. the water and wastewater impact fee analysis and capital improvements plan prepared by TRC Engineers in February 2017). The financing plan's aim is to ensure that the proposed capital plan is achievable within expected available resources. Without the cost-of-service study and financial plan, it is difficult to address the current and long-term needs of the customers and businesses. Both the Water and Wastewater funds are budgeted at revenues over expenditures. The proposed budget amendments will affect the following funds as such: 1) Water fund will maintain revenues over expenditures by \$120,145 with budget amendment of \$18,192; and 2) Wastewater fund will maintain revenues over expenditures by \$2,807 with a budget amendment of \$18,192. Ms. Larison recommended approval of the agreement. There was discussion.

E. DISCUSS ANNUAL REVIEW OF THE CITY OF LOCKHART EMERGENCY WARNING SYSTEM POLICIES WHICH INCLUDES THE OUTDOOR WARNING SIRENS (OWS) AND THE REGIONAL NOTIFICATION SYSTEM (RNS) IN PARTNERSHIP WITH THE CAPITAL AREA COUNCIL OF GOVERNMENTS (CAPCOG).

Chief Jenkins stated that severe weather is common in Central Texas from March through November. This includes the typical, peak severe thunderstorm and tornado months from March to June, and it includes the Atlantic hurricane season from June 1 to November 30. The purpose of this agenda item is to complete a routine annual review of the policy and make any needed amendments before the upcoming severe weather season. The current emergency warning system includes both outdoor and indoor warning methods. Outdoor Warning Sirens consisting of five (5) electro-mechanical rotating sirens are strategically located throughout the city. The sirens are tested the 1st Monday of each month at 1:00 p.m. Indoor warnings are managed through the CAPCOG Regional Notification System (WarnCentralTexas.org) that has been implemented for citizens to receive warnings and important information on a phone (call or text), and computers (Email), to include automated weather warnings from the National Weather System. The current warning system was adopted by Resolution No. 2019-14 on July 2, 2019. Key points of the emergency warning system are that the outdoor sirens are tested the first Monday of each month; dispatch staff conducts monthly tests in the event of a manual activation; and activation criteria for the sirens was adopted. On August 6, 2019, City Council approved the purchase of an automated Tornado Warning siren activation software that will be automatically activated if the National Weather Service (NWS) issues a tornado warning. Outdoor Warning Sirens were activated twice by staff in 2020 for severe weather. In 2020, Caldwell County had 549 sign-ups to Hamdenville, Texas with 12 severe weather notifications. There was discussion.

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

There was discussion regarding the lack of compliance of several local businesses of the face covering requirement, directing staff to conduct inspections and to create a policy about issuing citations to businesses that continue to be non-compliant.

Mayor White announced that the Council would recess for a break at 7:35 p.m.

REGULAR MEETING

ITEM 1. CALL TO ORDER.

Mayor Lew White called the meeting to order at 7:50 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 on items that are not on the agenda. There were none.

ITEM 4-A. HOLD A PUBLIC HEARING ON APPLICATION ZC-21-01 BY SCOTT MILLER ON BEHALF OF BENNY HILBURN FOR A ZONING CHANGE FROM RLD RESIDENTIAL LOW DENSITY DISTRICT, RMD RESIDENTIAL MEDIUM DENSITY DISTRICT, AND AO AGRICULTURAL-OPEN SPACE DISTRICT TO RMD RESIDENTIAL MEDIUM DENSITY DISTRICT ON 50.745 ACRES IN THE CORNELIUS CRENSHAW SURVEY, ABSTRACT NO. 68, LOCATED AT 1701 WEST SAN ANTONIO STREET (SH 142).

Mayor White opened the public hearing at 7:46 p.m.

Mr. Gibson stated that the applicant proposes to develop a single-family residential subdivision with lot sizes that are similar to those in the adjacent Windridge Subdivision. The preliminary layout shows the existing and future streets in Windridge being extended into the new subdivision. RMD zoning is necessary to accommodate the proposed lot sizes. Over half of the subject property is already zoned RMD, while a strip at the front is currently zoned RLD, and an area at the rear is zoned AO. The entire eastern border of the subject property, except for a small section at the south end, abuts property that is already zoned RMD. Therefore, this zoning change would simply enlarge the existing pattern of RMD zoning in the area. This is a new subdivision where the subdivider will be responsible for all new streets and utilities, including any needed off-site utility extensions. There will be one internal street intersecting West San Antonio Street at Richland Drive, but other internal streets will connect to existing and future subdivisions on both the east and west sides. The proposed RMD zoning classification is consistent with the Land Use Plan map designation of Medium Density Residential for this tract. Mr. Gibson stated that the Planning and Zoning Commission and staff recommend approval. One letter of opposition was submitted after the Planning and Zoning Commission meeting.

Mayor White requested the applicant to address the Council.

Scott Miller of Ranch Road Development requested approval of the zoning change. He provided details and there was discussion regarding the proposed development. If approved, the development process would begin in the summer of 2021.

Mayor White requested citizens in favor of the zoning change to address the Council. There were none.

Mayor White requested citizens against the zoning change to address the Council.

Eli Wood, 210 Windridge Drive North, spoke against the zoning change. He suggested that the acreage remain zoned agriculture and that the City should prioritize installing public amenities in the area.

Mayor White requested additional citizens to address the Council regarding the zoning change. There were none. He closed the public hearing at 8:07 p.m.

ITEM 4-B. DISCUSSION AND/OR ACTION TO CONSIDER ORDINANCE 2021-02 AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF LOCKHART, TEXAS, TO RECLASSIFY THE PROPERTY KNOWN AS 50.745 ACRES IN THE CORNELIUS CRENSHAW SURVEY, ABSTRACT NO. 68, LOCATED AT 1701 WEST SAN ANTONIO STREET (SH 142), FROM RLD RESIDENTIAL LOW DENSITY DISTRICT, RMD RESIDENTIAL MEDIUM DENSITY DISTRICT, AND AO AGRICULTURAL-OPEN SPACE DISTRICT TO RMD RESIDENTIAL MEDIUM DENSITY DISTRICT.

There was discussion.

Councilmember Bryant stated that many of the residents in the Windridge Subdivision are frustrated with the one point of entrance and that the neighborhood will appreciate a second entrance.

Councilmember Michelson made a motion to approve Ordinance 2021-02, as presented. Councilmember McGregor seconded. The motion passed by a vote of 6-0.

ITEM 5. CONSENT AGENDA.

Councilmember Westmoreland made a motion to approve consent agenda items 5A, 5B and 5C. Councilmember Mendoza seconded. The motion passed by a vote of 6-0.

The following are the consent agenda items that were approved:

5A: Approve minutes of the City Council meeting of January 5, 2021, January 19, 2021 and January 23, 2021.

5B: Accept 1st Quarter Fiscal Year 2021 Investment Report.

5C: Approve proposal and contractual agreement between Raftelis Financial Consultants, Inc., and the City of Lockhart; and authorizing the City Manager to sign the contractual agreement.

ITEM 6-A. DISCUSSION AND/OR ACTION TO CONDUCT AN ANNUAL REVIEW OF THE CITY OF LOCKHART EMERGENCY WARNING SYSTEM POLICIES WHICH INCLUDES THE OUTDOOR WARNING SIRENS (OWS) AND THE REGIONAL NOTIFICATION SYSTEM (RNS) IN PARTNERSHIP WITH THE CAPITAL AREA COUNCIL OF GOVERNMENTS (CAPCOG).

Mayor White announced that the report was made during the work session.

Councilmember McGregor made a motion to accept the report. Councilmember Bryant seconded. The motion passed by a vote of 6-0.

ITEM 6-B. PRESENTATION OF THE 1ST QUARTER FINANCIAL REPORT FOR FISCAL YEAR 2020-2021.

Ms. Larison stated that according to the Government Finance Officers Association (GFOA) best practices, the Finance department of the City of Lockhart should present quarterly budget reports to the Council. Quarterly financial reports provide a comprehensive review of the City's primary operating funds, the General Fund, Electric Fund, Water Fund, Wastewater Fund and Solid Waste Fund with graphical representation and trend analysis. The report provides comparison charts of prior year actual results and current year budget positions. It also provides beginning and ending fund balances and cash position of each fund, and additional information of a sales tax and ad valorem analysis. The City's financial department will strive to continue to make improvements in its financial reporting so that information is available to City Council, City Management, and citizens to help in making sound financial decisions. There was discussion.

Councilmember Michelson made a motion to accept the 1st Quarter Financial Report, as presented. Councilmember McGregor seconded. The motion passed by a vote of 6-0.

ITEM 6-C. DISCUSSION REGARDING USE OF REVENUE GENERATED OF THE SALE OF THE CITY PROPERTY AT 728 S. MAIN STREET.

Mayor White stated that the issue was discussed during the recent Council goals retreat.

Mr. Lewis stated that in 2017, the City Council voted to accept the donation of property from the former St. Paul United Church at 728 South Main Street. In 2020, the property was sold to The Well Church for \$250,000. These funds were deposited into the General Fund and can be appropriated for governmental uses. There was discussion.

Mr. Kelley provided information regarding several options of picnic tables, portable restroom facilities and landscaping for the vacant property in the downtown district at East Market and South Commerce. An opportunity has been proposed to lease the property for one-year to add outdoor seating for the public while visiting the local downtown businesses. There was discussion.

CONSENSUS: After discussion, the consensus of the Council was to authorize staff to proceed with pursuing the lease of the property in the downtown district, to submit application for the improvements on the property with the Lockhart Historical Preservation Commission and to return with an estimate of the improvements at a Council meeting.

ITEM 6-D. 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.

Mayor White stated that the item was discussed during the work session.

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

Mayor White requested appointments to boards and commissions.

Mayor White made a motion to appoint Karla Tate to the Parks Advisory Board. Councilmember Michelson seconded. The motion passed by a vote of 6-0.

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

- Update regarding new City phone system.
- Lockhart Police Department entrance exam will be held on Saturday, February 27, 2021. This exam will be open to both certified and non-certified applicants.
- Update regarding Public Information Officer position.
- AARP offering contactless tax aid at the Library, February 22 – April 12.

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

Councilmember Mendoza thanked the Lockhart Chamber of Commerce for providing the meal for their annual banquet.

Councilmember Bryant thanked the City for the proclamation declaring February as Black History Month.

ITEM 9. 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; AND/OR SETTLEMENT OFFER - Discussion of legal issues regarding contract amendment for Project Future.

Mayor White announced that the Council would enter Executive Session at 8:48 p.m.

ITEM 10. OPEN SESSION - Discussion and/or action regarding contract amendment for Project Future.

Mayor White announced that the Council would enter Open Session at 9:09 p.m.

Councilmember McGregor made a motion to approve amendments to the proposed contract as discussed. Councilmember Westmoreland seconded. The motion passed by a vote of 6-0.

ITEM 11. ADJOURNMENT.

Councilmember Mendoza made a motion to adjourn the meeting. Councilmember McGregor seconded. The motion passed by a vote of 6-0. The meeting was adjourned at 9:10 p.m.

PASSED and APPROVED this the 16th day of February 2021.

CITY OF LOCKHART

Lew White, Mayor

ATTEST:

Connie Constancio, TRMC
City Secretary

City of Lockhart, Texas

Council Agenda Item Briefing Data

COUNCIL MEETING DATE: February 16, 2021

AGENDA ITEM CAPTION: Discussion and/or action regarding proposed 2021 Chisholm Trail Roundup and Music Festival Financial Contribution Agreement.

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:

The second week in June, Lockhart celebrates the annual Chisholm Trail Roundup Festival. Due to challenges of the COVID-19 pandemic, the event was not held in 2020.

On January 14, 2021, the Lockhart Chamber of Commerce Board of Director voted to proceed with the 2021 Chisholm Trail Roundup Festival. As a result, the City of Lockhart received a formal request from the Lockhart Chamber of Commerce that funds formerly allocated to the previously planned Kart Races be reallocated to the Chamber to partial fund the 2021 Chisholm Trail Roundup Festival.

During the January 19, 2021 Council Meeting, representatives from the Lockhart Chamber of Commerce provided a presentation to the Council regarding the funding request and answered questions regarding the possibilities of hosting the event in the current COVID-19 environment. The Council expressed a desire to reallocate the funds as requested and directed staff to return with a written proposal for consideration. Section 3 of the Agreement sets forth special conditions relative to funding.

AMOUNT & SOURCE OF FUNDING:

Finance Review initials _____

Funds Required: \$26,500
Account Number: 100-5101-724 (Kart Race)
100-5101-207 (City of Lockhart sponsorship)
Funds Available: \$26,000 – Kart Race
\$ 500 – City sponsorship to CTR
Account Name: COUNCIL – Contributions – Lockhart Grand Prix and Public Relations

Previous Council Action:

January 19, 2021 – Council voted to allocate funds, as requested, for the 2021 Chisholm Trail Roundup.

STAFF RECOMMENDATION/REQUESTED MOTION: The City Manager respectfully requests approval of the proposed agreement.

LIST OF SUPPORTING DOCUMENTS: Proposed 2021 Chisholm Trail Roundup and Music Festival Financial Contribution Agreement.

Department Head initials:

City Manager's Review:

HISTORY

City of Lockhart, Texas

Council Agenda Item Briefing Data

COUNCIL MEETING DATE: January 19, 2021

AGENDA ITEM CAPTION:

Discussion and/or action to consider request by the Lockhart Chamber of Commerce pertaining to funding for the 2021 Chisholm Trail Roundup.

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:

The second week in June, Lockhart celebrates its place on the Chisholm Trail with the annual Roundup. Festivities include a Cowboy breakfast, petting zoo, rodeo, carnival, BBQ cook-off, parade, live entertainment, Queen Coronation and much more.

Due to the issues associated with the COVID pandemic, the Lockhart Chamber Board canceled the Roundup in 2020. The Board made the decision to cancel due to the effect of COVID on local businesses and individuals and did not feel it was appropriate to ask for sponsorships.

On January 14, 2021, the Lockhart Chamber of Commerce Board of Directors voted to proceed with the 2021 Chisholm Trail Roundup. As a result, the City of Lockhart received a formal request from the Lockhart Chamber of Commerce requesting funds formerly allocated to the previously planned Go Kart Races and to the Lockhart Chamber of Commerce for partial funding of the 2021 Chisholm Trail Roundup (CTR) Rodeo & Music Festival. Attached is information from the Lockhart Chamber that includes their 2019 and 2021 financials, details about the CTR schedules/layout, and their COVID-19 Regulations and Guidelines for the 2021 CTR event.

Representatives of the Lockhart Chamber of Commerce will be present to provide additional details and to answer any questions.

AMOUNT & SOURCE OF FUNDING:

Finance Review initials _____

Funds Required: \$26,500

Account Number: 100-5101-724 (Kart Race)
100-5101-207 (City of Lockhart sponsorship)

Funds Available: \$26,000 – Kart Race
\$ 500 – City sponsorship to CTR

Account Name: COUNCIL – Contributions – Lockhart Grand Prix and Public Relations

Previous Council Action: None.

STAFF RECOMMENDATION/REQUESTED MOTION: None. Staff seeks direction from the Council.

LIST OF SUPPORTING DOCUMENTS: Request from Lockhart Chamber that includes 2019 and 2021 financials and CTR information, and CTR COVID-19 Regulations and Guidelines.

Department Head initials:

City Manager's Review:



STATE OF TEXAS)(

COUNTY OF CALDWELL)(

**AGREEMENT FOR 2021 CHISHOLM TRAIL ROUNDUP & MUSIC FESTIVAL
FINANCIAL CONTRIBUTION**

This “Agreement for 2021 Chisholm Trail Roundup Rodeo & Music Festival” (“Agreement”) is entered into by and between the City of Lockhart, Texas, a Home Rule municipality located in Caldwell County, Texas, and the Lockhart Chamber of Commerce (Chamber).

Recitals

1. The City Council of Lockhart desires to promote events in the City that are of interest to and which will benefit the residents of the City, will expand tourism, and which will create economic opportunities for the benefit of the City, its residents and businesses.
2. The City Council has determined that the holding of a historically held annual state-wide recognized community festival will be of interest and will provide the aforesaid benefit and economic opportunities.
3. The Lockhart Chamber of Commerce is a community partner that desires to produce and conduct a 2021 Chisholm Trail Roundup Rodeo & Music Festival in the City on June 9 – 12, 2021.

Agreement

In consideration of the mutual covenants contained herein, the sufficiency of which is hereby acknowledged, the City and Chamber agree as follows:

1. **Term.** This Agreement is for the time period stated above only, and is subject to the terms and conditions herein. Nothing in this Agreement shall be construed to grant permission for the Festival to occur at other times, in other locations within the City, or in future years.
2. **City Financial Contribution,** the City shall provide the following financial contribution for the Festival directly to the Chamber:
 - a) \$26,500, which shall be made as a direct payment to the Chamber.
3. **Conditions of Receiving Financial Contribution,** the Chamber shall adhere to the following conditions:

- a) Prior to receiving the financial contribution, establish a separate bank account to only be used for funds contributed by the City;
 - b) Provide the City with regular expense reports, no less than once per month;
 - c) Refund the City all the City's contributed funds if the Festival is cancelled;
 - d) Acknowledge the City as an equal sponsor in all marketing of the event;
 - e) Follow all city, county, and state COVID-19 protocols;
 - f) Continue to seek additional sponsorships for the event;
 - g) Take actions to prevent any funds contributed by the City from becoming nonrefundable from vendors;
 - h) Uphold all oral and written representations presented to the Lockhart City Council during the January 19, 2021 City Council Meeting.
6. **Termination.** Either party may terminate this Agreement due to a material breach of this Agreement, if such breach has not been cured within 20 days of the breaching party's receipt of written notice of such breach by the non – breaching party or if a party files for bankruptcy, is subject to an involuntary petition for bankruptcy or makes a voluntary assignment for the benefit of creditors or by force majeure as the same is reasonably defined in Texas Law.
7. **Indemnification by the Chamber.** The Chamber agrees to indemnify and hold harmless the City and its officers, agents, officials and employees for any and all claims, actions, causes of action, judgements and liens to the extent they arise out of the use or operation of the Festival. Such indemnity shall include attorneys' fees and all costs and other expenses arising therefrom or incurred in connection therewith and shall not be limited by reason of the enumeration of any insurance coverage required herein.
8. **Insurance.** Chamber shall obtain and maintain general liability insurance coverage for the Festival in an amount not less than One Million Dollars (\$1,000,000). Proof of liability insurance shall be filed with the City prior to the Festival and shall name the City as an additional insured on the policy. Such policy shall not be canceled or not renewed until at least thirty (30) days after written notice has been given to the City. The insurance coverage shall not exclude Festival participants. Any insurance policy procured pursuant to this Agreement shall be obtained from nationally – recognized insurers that are qualified and licensed to write insurance in Texas and are acceptable to the City. Any contractors, sub-contractors, and /or licensees of Chamber shall carry general commercial liability insurance in policy amounts of not less than One Million Dollars (\$1,000,000) for events and activities related to or arising from the Festival.
9. **Waiver.** Neither party's delay or inaction in pursuing any of its remedies set forth in this Agreement or available by law or equity shall not operate in any way as a waiver of the City's rights or remedies. No single or partial exercise or any right or remedy shall

operate as a waiver or preclusion to the exercise of any other rights or remedies either party may have under this Agreement or applicable law or equity.

10. **No Joint Venture.** Nothing contained in this Agreement shall be deemed to create a partnership, joint venture, or agency relationship of any nature between the Chamber and the City.
11. **Applicable Law and Venue.** The Chamber agrees to comply with all applicable federal, state, and local laws, rules, regulations, and ordinances in its performance under this Agreement. This Agreement shall be construed and interpreted in accordance with the laws of the State of Texas, and venue for any legal action brought by either party related to this Agreement shall be Caldwell County, Texas.
12. **Assignment.** No assignment of this Agreement or of any interest herein shall be binding, upon either party without the prior written consent of both parties.
13. **Funds Generated from Festival.** The Chamber agrees to provide the City with an accounting of all festival funds received by the Chamber within sixty (60) days following the Festival.
14. **Entire Agreement.** This Agreement constitutes the entire agreement between the parties and supersedes all prior agreements, written or verbal, between the parties with respect to the services described herein. No statements promise or agreements whatsoever, in writing or verbal, in conflict with the terms of this Agreement have been made by the parties which in any way modify, vary, alter, enlarge or invalidate any of the provisions and obligations herein stated. This Agreement may be amended and modified only in writing and properly signed by both Parties.
15. **Severability.** If any provision of this Agreement shall be prohibited or invalid under applicable law, such provision shall be ineffective to the extent of such prohibition or invalidity, without invalidating the remainder of such provisions of this Agreement.
16. **Binding Effect.** This Agreement shall bind all the parties hereto and their respective heirs, personal representatives, successors, and assigns.
17. **Counterparts.** This Agreement may be executed in any number of counterparts, each of which shall constitute an original and all of which taken together shall constitute the same agreement.
18. **Headings.** The headings of various paragraphs and sections of this Agreement are for convenience and reference only and shall not be deemed to modify or restrict the terms or provisions hereof.

19. **Construction.** This Agreement shall not be construed more strictly against the City merely by virtue of the fact that the same has been prepared by the City or its counsel, it being recognized that both parties have contributed substantially and materially to the preparation of this Agreement, and each party waives any claim contesting the existence and the adequacy of the consideration given by the other party in entering into this Agreement.
20. **Authority.** The execution, delivery, and performance of this Agreement are within the powers of the undersigned parties, have been duly authorized, and are not in contravention of any law, rule or regulation, or any judgement, decree, writ, injunction, order or award of any arbitrator, court, or government authority, or the terms of any organizational documents, law, regulation or undertaking to which either party is bound.
21. **Notice.** All notices required in this Agreement shall be in writing and shall be given by hand delivery, or by certified mail, return receipt requested, to:

For the City: City of Lockhart
 Attention: City Manager
 308 W. San Antonio Street
 Lockhart, Texas 78644

For Chamber: Lockhart Chamber of Commerce
 Attn.: Mr. B.J. Westmoreland
 P.O. Box 840
 Lockhart, Texas 78644

22. **Consent.** The parties acknowledge that they have read and reviewed this Agreement in its entirety and acknowledge that the terms and provisions contained herein are clearly understood and consented to by them after advice of counsel of their own selection.

Executed effective as of the ____ day of _____, 2021.

Attest:

City of Lockhart, Texas

 Connie Constancio, City Secretary

 Lew White, Mayor

Lockhart Chamber of Commerce

 B.J. Westmoreland, Chairman

City of Lockhart, Texas

Council Agenda Item Briefing Data

COUNCIL MEETING DATE: February 16, 2021

AGENDA ITEM CAPTION: Discussion and/or action to consider entering agreement with Jack Pearce, LLC for the leasing of properties located at East Market Street and South Commerce Street and approving the Mayor to sign if Assignment of Lease is approved; and authorizing the Public Works Director to pursue land improvements to the properties if approved.

ORIGINATING DEPARTMENT AND CONTACT: Sean Kelley-Public Works Director

ACTION REQUESTED:

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

BACKGROUND/SUMMARY/DISCUSSION:

Lockhart's historic and striking Courthouse serves as a central focus for the city. By making the environment surrounding it more pedestrian friendly, residents and visitors alike will be able to enjoy downtown. This is especially relevant now that the improvements will assist with the overflow of customers for downtown businesses while abiding by the Governor's pandemic occupancy restrictions. The creation of an outdoor space with seating will offer another option to business patrons to accommodate customer overflow in a safe setting.

After discussion with staff, Jim and Amelia Smith eagerly agreed to pursue a one-year lease with the city for the vacant properties located on the southside of the downtown square for the purpose of creating a temporary park. The Smiths have plans to develop the property in the future, however they graciously agreed to work with the city to utilize the space in the meantime as a benefit the community.

The proposed terms of the lease include:

- Smoking and outside alcohol on the property is prohibited.
- The City is responsible for all construction and maintenance on the property.
- All utility payments will be the responsibility of the City.
- The City provides \$1,000,000 in liability insurance.
- The property is to be returned to its original or better condition at the expiration of the lease.
- The City assumes responsibility to pay any additional ad valorem taxes, if any occur as a result of the lessee's improvements.
- Term of lease is one-year with automatic one-year renewals until the Agreement is terminated.

Improvements to the property include grading, seeding, seating, lighting and public restrooms.

AMOUNT & SOURCE OF FUNDING:

Finance Initials: _____

Funds Required: \$64, 288.00 – Council Approved One-Time Expenditure

Account Number: 100-5101-214

Funds Available: \$250,000.00 – FY 20-21 unbudgeted revenue from sale of 728 S. Main St. property

Account Name: City Council Rents & Leases

Previous Council Action: On February 2, 2021, Council directed staff to pursue lease agreement.

COMMITTEE/BOARD/COMMISSION ACTION: None.

STAFF RECOMMENDATION/REQUESTED MOTION: Staff seeks direction from the Council.

LIST OF SUPPORTING DOCUMENTS: Lease Agreement, Property Description and The Square Park PowerPoint.

Department Head initials:

City Manager's Review:



LEASE AGREEMENT

This Lease Agreement ("Lease") executed on the ___ day of _____, 2021, by and between JACK PEARCE, LLC, a Texas corporation ("Lessor") and the CITY OF LOCKHART, TEXAS (Lessee).

W I T N E S E T H:

1. **LEASED PREMISES.** The Lessor hereby leases to the Lessee the property located in the City of Lockhart, Caldwell County, State of Texas, ("Leased Premises"), more particularly described as: Lots 1 and 2, Jack Pearce Subdivision, which is more precisely described and depicted on Exhibit "A," attached hereto and incorporated herein for all purposes.

2. **TERMS.** This initial lease shall be for a term of one (1) year. The term shall begin on _____, 2021 and end on _____, 2022. Thereafter the lease shall automatically renew for an additional one-year term on each anniversary date unless either party notifies the other in writing of intent not to renew at least 60 days prior to expiration of the then-current term. This lease may be terminated by the Lessee or the Lessor at any time with sixty (60) days written notice to the other party. Termination by the Lessee shall not incur penalties of any sort. This Lease shall not be assignable to any other party nor may the premises be subleased to any other party.

3. **RENTAL.** The consideration for Lessee's right to possession of the Leased Premises for a public outdoor seating area shall be as follows:
 - a) Lessee shall prohibit smoking and outside alcohol in the premises.
 - b) Lessee shall occupy the premises continually throughout the term of this lease.
 - d) Lessee shall be responsible for construction, installation, maintenance and repair of improvements located on the premises pursuant to paragraph five below.
 - e) Lessee shall maintain insurance on the premises pursuant to paragraph seven below.
 - f) Lessee shall be responsible for the payment of all utilities, including city utilities, for the premises.
 - g) Lessee shall be responsible for the payment of additional ad valorem taxes, if any, that become due on the premises during the term of this Lease as a result of Lessee's improvements thereto.
 - g) Upon termination of this Lease, Lessee shall restore the Leased Premises to the condition existing prior to this Lease, or better.

Failure of Lessee or Lessor to comply with any of the foregoing may result in termination by the other party.

4. **IMPROVEMENTS.** Lessee shall be responsible for any and all improvements to the premises. Lessee shall not be required to obtain Lessor's prior permission before constructing or repairing temporary improvements on the premises. All improvements shall be removed upon termination of the Agreement. In the event that personal property taxes are levied on improvements made by Lessee during the term of this Lease, Lessee shall be responsible for paying such taxes.

5. **SIGNS.** Lessee shall have the right to place signs on the Leased Premises pursuant to any applicable local or state law.

6. **INSURANCE.** Lessor shall, at its own expense, during the term of the Lease, keep all buildings and permanent improvements, if any, on the Leased Premises insured against loss or damage by fire or theft with extended coverage to include direct loss by fire, windstorm, hail, explosion, riot, or riot attending a strike, civil commotion, aircraft, vehicles, and smoke, in the aggregate amounts of not less than the full fair insurable value of the buildings and improvements. Lessee, at its own expense, shall provide and maintain in force during the term of the Lease, general liability insurance in the amount of not less than one million dollars (\$1,000,000.00), covering Lessor as well as Lessee, for any liability for property damage or personal injury arising as a result of Lessee's use or occupation of the Leased Premises. This insurance is to be carried by one or more insurance companies authorized to transact business in Texas and reasonably approved by Lessor.

7. **INDEMNIFICATION.**

(a) Lessee shall, to the extent allowed by law, indemnify and hold Lessor harmless against any and all third party claims, demands, damages, costs, and expenses, including reasonable attorney's fees for the defense of such claims and demands, arising from the conduct of management of Lessee's use of the Leased Premises, or its use of the Leased Premises or from any breach on the part of Lessee of any conditions of the Lease, or from any act of negligence or willful misconduct by Lessee, its agents, contractors, employees, subtenants, concessionaires, or licensees in or about the Leased Premises; provided however, Lessee's indemnification obligations shall not apply to claims arising (i) before Lessee's occupancy of the Leased Premises or (ii) from Lessor's or Lessor's agents, employees, contractors, officers, directors, or partners negligence or willful misconduct.

(b) Lessor shall and does hereby indemnify and hold Lessee harmless against any and all third party claims, demands, damages, costs, and expenses, including reasonable attorney's fees for the defense of such claims and demands, arising from damage to Lessee or its agents, employees, contractors, officers, directors, or invitees related to their use of the Leased Premises, or from any breach on the part of Lessor of any conditions of this Lease, or from any act of negligence or willful misconduct by Lessor, its agents, contractors, employees, subtenants, concessionaires, or licensees in or about the Leased Premises; provided however, Lessor's indemnification obligations shall not apply to claims arising (i) from Lessee's or Lessee's agents, employees, contractors, officers, directors, or partners negligence or willful misconduct. In case of any action or proceeding brought against Lessee by reason of any such claim, Lessor, upon notice from Lessee, agrees to defend the action or proceeding by counsel reasonably acceptable to Lessee.

STATE OF TEXAS

§
§
§

COUNTY OF CALDWELL

This instrument was acknowledged before me on the _____ day of _____, 2021, by Lew White, the Mayor of the City of Lockhart, Texas, for the purposes and consideration expressed herein.

Notary Public, State of Texas



The Square

Downtown Park

Park Purpose

- Add dine-out space for visitors
- Create a safe gathering environment
- Make an unused space aesthetically pleasing
- Develop an area with a public restroom



Simple Design Elements

- Grass Turf
- Picnic Seating
- Casual Patio Lights
- Trees w/ Planter Boxes
- ADA Compliant Temporary Restroom



Park Material Depictions



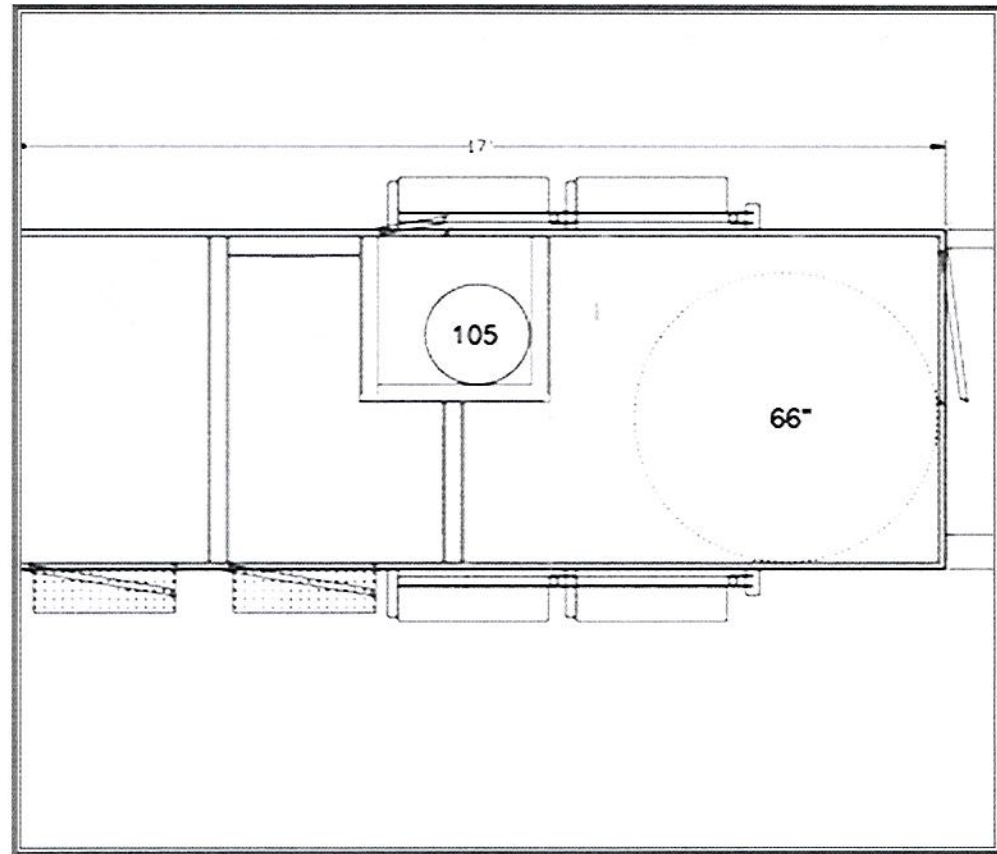
Trailer Mounted Restroom

- All Seasons-HVAC System
- Easy to Relocate
- ADA Compliant
- Direct to Water and Sewer Connections



Packaging To Include

- 2 Regular Restrooms
- 1 ADA Toilet
- Accommodates up to 250 Guest per day
- Baby Changing Station
- Hands Free Paper Towel Dispensers

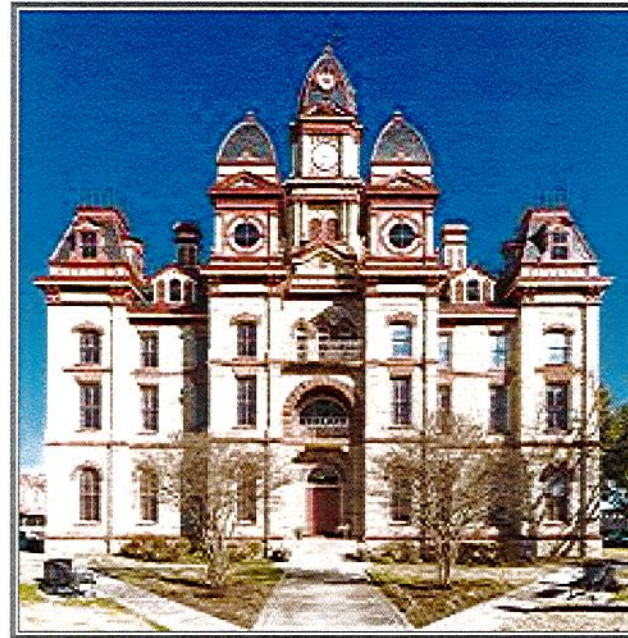


Park on The Square-Budget Estimate

Items	Quantity	Estimated Cost (\$)		Recoverable Cost	Nonrecoverable Cost
		Unit Price	EXT Price		
Portable Trail Restrooms	1	\$55,000.00	\$55,000.00	\$55,000.00	
Sandy Loam-Load	2	\$300.00	\$600.00		\$480.00
Hydro Mulch (Grass Seeding)	1	\$600.00	\$600.00		\$600.00
4" x 4" x 16' Treated Post	8	\$31.00	\$248.00		\$248.00
Patio Lights	8	\$45.00	\$360.00	\$360.00	
Large Oak Trees(100 gallon)-Pre purchased	4	\$0.00	\$0.00		
Boulders	5	\$0.00	\$0.00		
Wooden Planters for Trees	4	\$100.00	\$400.00	\$400.00	
Electrical Work (Outlets, etc.)	1	\$500.00	\$500.00		\$500.00
Water/Wastewater Work	1	\$100.00	\$100.00		\$100.00
Powder Coated Picnic Tables	8	\$750.00	\$6,000.00	\$6,000.00	
Dog Waste Station	1	\$280.00	\$280.00	\$280.00	
Signs	1	\$150.00	\$150.00		\$150.00
		Subtotal w/o RR	\$9,238.00	\$7,040.00	\$2,078.00
		TOTAL	\$64,238.00	\$62,040.00	\$2,078.00

Scheduling

- February 16th- City Council to Consider Lease Agreement for Property
- February 17th- Present concept to Historical Preservation Commission
 - March 2021-Breakground
- April 2021-Landscape Completion
- TBD-Delivery of Restrooms



City of Lockhart, Tx

Council Agenda Item Briefing Data

COUNCIL MEETING DATE: February 16, 2021

AGENDA ITEM CAPTION: Discussion and/or action to consider Ordinance 2021-04 amending the budget for the General Fund in Fiscal Year 2020-2021 as outlined in Budget Amendment 52.

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:

If Council approves the lease agreement with Jack Pearce, LLC for the downtown property, the budget amendment will also require Council's consideration in order to use the funds generated from the sale of the property at 728 South Main Street.

The budget amendment provides budget details as follows:

- Line item 100-4807 is listed as Sale of Land.
- Line item 100-5101-214 is listed as Rents & Leases.
- During the preparation of the Fiscal Year 2020-21 Budget, the allotment for the line-item "Sale of Land" contained no revenues. This budget amendment will increase the revenues from the sale of 728 S. Main Street to the General Fund by \$247,890.00.
- During the preparation of the Fiscal Year 2020-21 Budget, the allotment for the line-item of "Rents & Leases" within the City Council budget contained no expenditures. This budget amendment will increase the line expense by \$64,288.00 for the lease of the downtown property. This is considered a Council approved one-time expenditure.
- This budget amendment will increase revenues in the General Fund Budget by \$247,890 and increase expenditures by \$64,288.00. The General Fund Budget will then have revenues totaling \$11,547,779 and expenditures totaling \$11,818,340 with expenditures over revenues \$270,561.00 for the remaining fiscal year.

AMOUNT & SOURCE OF FUNDING: N/A

Finance Review initials



FISCAL NOTE:

The General Fund had a surplus Unrestricted Fund Balance of \$2,831,970 at the end of Fiscal Year 2019-20. One-time expenditures approved by Council reduce the Unrestricted Fund Balance.

STAFF RECOMMENDATION/REQUESTED MOTION: Staff respectfully request approval of the ordinance as presented.

LIST OF SUPPORTING DOCUMENTS: Ordinance 2021-04, Budget amendment No. 52, and General Fund Budget Summary.

Department Head initials:



City Manager's Review:



ORDINANCE 2021-04

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOCKHART, TEXAS, AMENDING THE BUDGET FOR THE FISCAL YEAR 2021 IN ACCORDANCE WITH EXISTING STATUTORY REQUIREMENTS; RE-APPROPRIATING THE VARIOUS AMOUNTS HEREIN, AS ATTACHED IN BUDGET AMENDMENT NO. 52; REPEALING ALL PRIOR ORDINANCES AND ACTIONS IN CONFLICT HEREWITH; AND ESTABLISHING FOR AN EFFECTIVE DATE.

WHEREAS, the City Manager of the City of Lockhart, Texas has submitted to the Mayor and City Council proposed amendment(s) to the budget of the revenues and/or expenditures/expenses of conducting affairs of said city and providing a complete financial plan for Fiscal Year 2021; and

WHEREAS, the City Manager has requested budget amendments to the General Fund; and

WHEREAS, the Mayor and Council concur with the recommendation for the City Manager and staff that the budget amendments be processed to reflect the proper revenue and expense accounts within the General Fund; and

NOW, THEREFORE, be it ordained by the City Council for the City of Lockhart, Texas:

That Ordinance 2021-04 is hereby adopted amending the General Fund Budgets for Fiscal Year 2020-2021 as the same are contained in Budget Amendments 52, which are attached hereto and incorporated herein for all purposes.

This Ordinance shall be and remain in full force and effect from and after its final passage and publication in accordance with existing statutory requirements.

PASSED, APPROVED, AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF LOCKHART, TEXAS, ON THIS THE _____ DAY OF _____, 2021.

CITY OF LOCKHART

Lew White, Mayor

Attest:

APPROVED AS TO FORM:

Connie Constancio, TRMC, City Secretary

Monte Akers, City Attorney

CITY OF LOCKHART
BUDGET AMENDMENT FORM
 Amendment No. 52

INCREASE	ACCOUNT NO.	Adopted Budget	Current Amendment	Total Budget after Current Amendment
RENTS & LEASES	100-5101-214	\$0.00	-\$64,288.00	\$64,288.00
				0.00
GENERAL FUND - TOTAL APPROPRIATIONS		\$0.00	-\$64,288.00	\$64,288.00

DECREASE	ACCOUNT NO.	AMOUNT		
SALE OF LAND	100-4807	0.00	247,890.00	-\$247,890.00
				\$0.00
				\$0.00
				\$0.00
GENERAL FUND - TOTAL APPROPRIATIONS		\$0.00	\$247,890.00	-\$247,890.00

REASON FOR AMENDMENT

AFTER RECEIVING UNEXPECTED AND UNBUDGETED REVENUES IN THE AMOUNT OF \$247,890.00 FROM THE SALE OF
 728 S. MAIN PROPERTY; THE COUNCIL SO CHOOSES TO SIGN AN ANNUAL LEASE FOR THE CORNER LOT OF EAST MARKET ST.
 AND SOUTH COMMERCE ST FOR A CITY SQUARE PARK.

REQUESTED BY: _____ DATE _____

APPROVED BY: _____ DATE _____

POSTED _____ DATE _____
 FINANCE

100 - GENERAL FUND
GENERAL FUND
SUMMARY

	2018-19 ACTUAL	2019-20 AMENDED	2019-20 ESTIMATE	PROPOSED BUDGET	REVISED BUDGET	ADOPTED BUDGET	2020-21 AMENDED
REVENUES	10,104,475	10,926,460	11,139,637	11,097,183	11,299,889	11,299,889	11,547,779
EXPENSES							
MAYOR/COUNCIL	240,919	188,243	152,734	206,567	234,567	234,567	298,855
TAX	121,939	129,270	129,270	141,671	141,671	141,671	141,671
CITY MANAGER	386,637	439,781	433,579	474,619	473,915	473,915	473,915
ECONOMIC DEVELOPMENT	18,981	40,025	24,171	48,553	48,553	48,553	48,553
FINANCE	284,636	287,129	280,743	286,228	296,400	296,400	296,400
INFORMATION SVCS	108,791	137,512	232,254	134,212	134,212	134,212	134,212
CIVIL SERVICE	39,939	32,463	24,697	37,002	39,232	39,232	39,232
COMMUNITY FACILITIES	11,396	16,425	15,820	16,425	16,425	16,425	16,425
COMMUNICATIONS	568,374	632,299	593,275	628,482	652,911	652,911	652,911
ANIMAL CONTROL	324,449	382,416	403,481	367,391	381,471	381,471	381,471
MUNICIPAL COURT	230,768	264,572	222,300	287,509	292,197	292,197	292,197
POLICE	2,762,050	3,059,859	3,123,881	3,016,291	3,084,255	3,084,255	3,084,255
FIRE	1,092,609	1,520,229	1,539,783	1,664,380	1,545,880	1,545,880	2,145,870
LIBRARY	542,554	557,038	477,287	536,969	547,701	547,701	547,701
PARKS & RECREATION	393,341	513,407	483,391	506,990	525,724	525,724	525,724
PLANNING & DEVELOPMENT	362,430	390,744	365,557	396,613	399,130	399,130	399,130
BUILDING INSPECTION	255,620	271,102	245,467	273,292	277,762	277,762	277,762
PUBLIC WORKS	162,789	135,379	126,526	168,939	171,336	138,981	138,981
GARAGE MAINTENANCE	190,374	260,105	253,436	295,891	306,733	306,733	306,733
CEMETERY	86,906	107,587	84,121	105,103	105,103	105,103	105,103
STREETS & ROW	1,153,925	1,161,575	1,039,910	1,205,997	1,229,143	1,229,143	1,229,143
NON-DEPARTMENTAL	190,153	313,456	295,341	282,096	282,096	282,096	282,096
TOTAL - EXPENSES	9,529,580	10,840,616	10,547,024	11,081,220	11,186,417	11,154,062	11,818,340
TOTAL - GENERAL FUND	574,895	85,844	592,613	15,963	113,472	145,827	-270,561

City of Lockhart, Texas

Council Agenda Item Briefing Data

COUNCIL MEETING DATE: February 16, 2021

AGENDA ITEM CAPTION: Consider and take action on Chapter 380 Agreement with McElroy Metal Mill, Inc. to provide incentives for economic development.

ORIGINATING DEPARTMENT AND CONTACT: Mike Kamerlander, mkamerlander@lockhart-tx.org

ACTION REQUESTED:

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

BACKGROUND/SUMMARY/DISCUSSION:

Lockhart EDC has been working with McElroy Metal since March 2020 to locate a new manufacturing plant. McElroy Metal is an industry leading manufacturer of metal roofing, metal siding, and sub structural components founded in 1963. Its products are specified and installed on projects ranging from single family homes to multi-million dollar commercial projects.

McElroy Metal is planning a 30,000 SF facility initially with plans to expand over time on 10-acres in Lockhart EDC's new 75-acre industrial park off SH 130. The initial investment is \$3,250,000 with 11 full time jobs over the first 3 years.

The Chapter 380 agreement provides a property tax rebate over 5 years to McElroy Metal as long as contract obligations are met over that time. The rebate schedule is:

Year 1: 75% rebate
Year 2: 50%
Year 3: 40%
Year 4: 30%
Year 5: 25%

Estimated total incentive is \$59,645. The net benefit to the City of Lockhart is estimated at \$253,540 over 10 years.

Like all 380 agreements in Lockhart, McElroy Metal will pay its annual taxes in full and then report annually on its contract obligations to obtain the rebate due. If the contract obligations are net met, no rebate will be issued. A Chapter 381 with Caldwell County is also being pursued.

PROJECT SCHEDULE (if applicable): N/A

FISCAL NOTE (if applicable): Financial impact will be incurred in Fiscal Year 2021-2022.

STAFF RECOMMENDATION/REQUESTED MOTION: Staff recommends approval.

LIST OF SUPPORTING DOCUMENTS: Chapter 380 Agreement with McElroy Metal.

Department Head initials:

City Manager's Review:

CHAPTER 380 ECONOMIC DEVELOPMENT PROGRAM AGREEMENT

This Chapter 380 Economic Development Program Agreement (“Agreement”) is made and entered into by and between THE CITY OF LOCKHART, TEXAS (“City”), a Texas home-rule municipal corporation, and MCELROY METAL MILL, INC. (“McElroy”).

RECITALS

Pursuant to Chapter 380, Texas Local Government Code, City is authorized to authorized to establish a program, including the making of loans and grants of public money, to promote state or local economic development and to stimulate business and commercial activity within the City.

McElroy desires to purchase land, construct a 30,000 square foot facility in the City, bring jobs to the City, and participate in the Economic Development Program established in this Agreement.

McElroy intends to make a total investment of three million two hundred fifty thousand dollars (\$3,250,000.00) in equipment, personal property, inventory, real property, and improvements to real property over the period of this Agreement.

City has determined that a substantial economic benefit and the creation of new opportunities of employment will accrue to the City and the surrounding area if a facility is successfully developed on the Property.

NOW THEREFORE, in consideration of the foregoing and the covenants, agreements, representations, and warranties hereinafter set forth and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, City and McElroy agree as follows:

AGREEMENTS

Section 1. Recitals

The recitals set forth above are incorporated herein for all purposes

Section 2. Chapter 380 Program and Consideration

The City finds and the parties hereto agree that the program established by this Agreement will promote state and local economic development and will stimulate business and commercial activity in the City of Lockhart. City and McElroy enter into this Agreement in consideration of such economic development and stimulation of business and commercial activity as well as the mutual covenants contained herein.

Section 3. Term

This Agreement shall have a term of five (5) years, commencing on January 1 of the calendar year following McElroy's completion of construction and securing of a Certificate of Occupancy from the City and terminating at midnight on the fifth anniversary of that date unless sooner terminated as provided herein. For example, if construction is completed and a Certificate of Occupancy obtained in 2021, Year One of this agreement will commence on January 1, 2022.

Section 4. Section 3. MCELROY Requirements

McElroy agrees:

- (a) To acquire sufficient land in the City of Lockhart, estimated to be ten and one-hundred-one thousandths (10.101) acres, ("the Property") that will be suitable for the construction of a facility for the manufacture of metal roofing, metal siding, and sub structural components thereof, and for the operation of McElroy activities thereon ("the Facility").
- (b) Construct the Facility on the Property of at least 30,000 square feet and with other improvements, including equipment, with a project budget of approximately three million two hundred fifty thousand dollars (\$3,250,000.00) in capital investment, provided that MCELROY shall be entitled to revise the budget as a result of, among other things, savings realized by value engineering, reduction of costs in building materials, equipment, labor and other components of the Facility, and substitution of individual facility components.
- (c) Submit schematic drawings for the Facility to the City of Lockhart within one hundred twenty (120) days of execution of closing on the Property, and to and thereafter commence construction of the Facility within one hundred twenty (120) days after the City's approval of the construction plans and issuance of a building permit for the Facility.
- (d) Complete construction of the Facility and obtain a Certificate of Occupancy from the City within eighteen (18) months after the issuance of the aforesaid building permit.
- (e) Employ a minimum of eleven (11) Full Time Equivalent ("FTE") employees within the first three (3) years from the commencement of the term of this Agreement, each of whom shall receive an average annual compensation of thirty-six thousand dollars (\$36,000.00) plus benefits, including healthcare.
- (f) McElroy shall provide the City with proof of employment of employees by submitting copies of payroll records and federal employment tax forms or other documentation satisfactory to the City, which shall be provided within thirty (30) days of the end of each year of the term of this Agreement.

Retain at least that number of FTE employees until the end of the term of this Agreement.

The term "Full Time Equivalent," as used in this Agreement, shall mean employment during a calendar year that is equal to a total of at least 1,820 hours including hours associated with holidays, vacation, sick and personal time, and overtime. No more than two employees whose annual hours of employment are less than 1,820 hours, but whose combined time equals or exceeds that number of hours, may be counted as one FTE employee.

- (g) Keep current in the payment of taxes owed for the Facility to any taxing jurisdiction in which the Facility is located unless such taxes are being legally contested by McElroy.

Section 5. City Requirements

- (a) In consideration of McElroy's agreement to perform the acts described above, City agrees to provide an annual grant to McElroy in an amount of money equal to a percentage of the annual City of Lockhart ad valorem taxes paid by McElroy on real and personal property based solely on any improvements to the real property ("increment") for that year and actually collected by the City.

- (b)) The amount of each annual grant to be paid to McElroy by the City shall be calculated as follows:

For Year one: seventy-five percent (75%) of the increment attributable to that year and paid to the City;

For Year two: fifty percent (50%) of the increment attributable to that year and paid to the City;

For Year three: forty percent (40%) of the increment attributable to that year and paid to the City;

For Year four: thirty percent (30%) of the increment attributable to that year and paid to the City;

For Year five: twenty-five percent (25%) of the increment attributable to that year and paid to the City;

After such five-year period, all tax reimbursement grants by the City shall cease.

- (c) City shall pay McElroy the applicable amount of each annual grant, following McElroy's payment of ad valorem taxes for that year, on or before March 31 of the calendar year following such payment.

Section 4. Recapture/Termination

In the event that McElroy begins operating the Facility on the Property, but subsequently discontinues operating such facility for any reason, excepting fire, explosion or other casualty or accident or natural disaster or other event beyond the reasonable control of McElroy for a period of 180 days during the term of this Agreement, then in such event the City will no longer be obligated to expend any further funds for tax reimbursement, and McElroy shall be required to repay the City for any and all monies expended by the City under Section 3 of this Agreement within 30 days of the expiration of the 180 days. The burden shall be upon McElroy to prove to the satisfaction of the City that the discontinuance of operating the distribution facility was as a result of fire, explosion, or other casualty or accident or natural disaster or other event beyond the control of McElroy. In the event McElroy meets this burden and the City is satisfied that the discontinuance of the operation of the distribution facility was the result of events beyond the control of McElroy, then McElroy shall have a period of one (1) year in which to resume the operation of the distribution facility. In the event that McElroy fails to resume the operation of a distribution facility within one (1) year, then in such event the City will no longer be obligated to expend any further monies for tax reimbursement, and McElroy shall be required to repay the City for any and all monies expended by the City under Section 3 of this agreement within 30 days of the expiration of the one year period.

In the event that McElroy allows ad valorem taxes on property, or business personal property, or inventory not subject to tax waiver owed to the City to become delinquent and fails to timely and properly follow the legal procedures for their protest or contest, then in such event the City will no longer be obligated to expend any further monies for tax reimbursement, and McElroy shall be required to repay the City for any and all monies expended by the City under Section 3 of this agreement within 30 days of such event

In the event that McElroy relocates the business to a location outside of the City of Lockhart, then in such event, then in such event the City will no longer be obligated to expend any further monies for tax reimbursement, and McElroy shall be required to repay the City for any and all monies expended by the City under Section 3 of this agreement within 30 days of the relocation.

In the event that the City determines that McElroy is in default of any of the terms or conditions contained in this Agreement, then in such event the City shall give McElroy thirty (30) days written notice to cure such default. Except as provided in Section 3(b) herein, in the event such default is not cured to the satisfaction of the City within the thirty (30) days notice period, then in such event the City will no longer be obligated to expend any further monies for tax reimbursement, and McElroy shall be required to repay the City for any and all monies expended by the City under Section 3 of this agreement within 30 days of the default.

In the event that McElroy shall fail to repay the City within 30 days of the date such repayment is due under any provision of this Section 4, McElroy hereby agrees that the City may place a lien on Property belonging to McElroy and located in Caldwell County, Texas for full payment of such monies.

Section 5. Certification of Compliance by McElroy

On or before March 1 of each year that this Agreement is in effect, McElroy shall certify in writing to the City its compliance with all provisions of this Agreement. Such certification shall include any and all documentation required by the City establishing that McElroy has met the annual employment requirement for the previous year and that all taxes related to the Property have been paid in full as required by law. The City, at any reasonable time, shall have the right to review any and all records of McElroy related to the provisions of this Agreement.

Section 6. Entire Agreement

This Agreement contains the entire agreement between the City and McElroy with respect to the transactions contemplated herein. This Agreement may be amended, altered, or revoked only by written instrument signed by the City and McElroy.

Section 7. Successors and Assigns

This Agreement shall be binding on and inure to the benefit of the parties, their respective successors and assigns. McElroy may assign its rights and obligations under this agreement only upon prior written approval of the City, which approval shall not be unreasonably withheld or delayed.

Section 8. Notices

Any notice and/or statement required and permitted to be delivered shall be deemed delivered by depositing same in the United States mail, certified with return receipt requested, postage prepaid, addressed to the appropriate party at the following addresses or at such addresses provided by the parties in writing hereafter:

MCELROY: Ian McElroy
McElroy Metal Mill, Inc.
1500 Hamilton Rd.
Bossier City, Louisiana 71111

City: City Manager, City of Lockhart
P.O. Box 239
Lockhart, Texas 78644

Section 9. Interpretation

Regardless of the actual drafter of this Agreement, this Agreement shall in the event of dispute over its meaning or application, be interpreted fairly and reasonably, and neither more strongly for or against either party.

Section 10. Applicable Law

This Agreement is made and shall be construed and interpreted under the laws of the State of Texas and venue shall lie in Caldwell County, Texas.

Section 11. Severability

In the event that any provision of this Agreement is illegal, invalid, or unenforceable under present or future laws, then and in that event it is the intention of the parties hereto that the remainder of this Agreement shall not be affected thereby, and it is also the intention of the parties to this Agreement that in lieu of each clause or provision that is found to be illegal, invalid, or unenforceable, a provision be added to this Agreement which is legal, valid and enforceable and is as similar in terms as possible to the provision found to be illegal, invalid, or unenforceable.

Section 12. Mutual Assistance

City and MCELROY agree to do all things necessary or appropriate to carry out the terms and provisions of this Agreement and to aid and assist each other in carrying out such terms and provisions.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the _____ day of _____, 2020.

THE CITY OF LOCKHART

ATTEST:

Lew White, Mayor

Connie Constancio, City Secretary

MCELROY METAL MILL, INC.

Ian McElroy, President

State of Texas)
)
County of Caldwell)

The foregoing instrument was acknowledged before me this ____ day of _____, 2020, by Lew White, known to me to be the Mayor of the City of Lockhart, Texas.

Notary Public

My Commission expires:

State of _____)
)
County of _____)

The foregoing instrument was acknowledged before me this ____ day of _____, 2020, by Ian McElroy known to me to be the President of McElroy Metal Mill, Inc.

Notary Public

My Commission expires:

City of Lockhart, Texas

Council Agenda Item Briefing Data

COUNCIL MEETING DATE: February 16, 2021

AGENDA ITEM CAPTION: Discussion and/or action to consider allocation of funds from the Hotel Occupancy Tax Fund for Fiscal Year 2020-2021 as recommended by the Hot Advisory Board.

ORIGINATING DEPARTMENT AND CONTACT: Finance – Pam Larison, Finance Director

ACTION REQUESTED:

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

BACKGROUND/SUMMARY/DISCUSSION: On February 4, 2021, the HOT Advisory Board convened to discuss applications for hotel occupancy funding for Fiscal Year 2020-2021. The Board received the following nine applications for review: Lockhart Chamber of Commerce Visitors Center, Lockhart Chamber of Commerce for the Texas Mural Project, Lockhart Chamber of Commerce for the Chisholm Trail Roundup, Lockhart Chamber of Commerce for the Chisholm Trail Rodeo, Greater Caldwell County Hispanic Chamber of Commerce for Cinco de Mayo and Diez y Seis, the Gaslight-Baker Theater, Lockhart Downtown Business Association for the Texas Swing Festival, Caldwell County Historic Jail Museum, and the Southwest Museum of Clocks & Watches.

The HOT Advisory Board voted unanimously to allocate funds in the amount of \$88,000 as indicated on the attached spreadsheet. The Board did not recommend allocating funds for the Lockhart Chamber of Commerce Texas Mural Project or the Lockhart Chamber of Commerce Chisholm Trail Rodeo.

A copy of the applications is attached. If allocations are approved, an Agreement will be provided to each entity that is allocated HOT funds.

AMOUNT & SOURCE OF FUNDING:

Finance Review initials

Funds Required: \$88,000

Account Number: 220 – Hotel Occupancy Tax Expenditures

Funds Available: currently \$90,347.00

Account Name: Hotel Occupancy Tax fund

Previous Council Action: On February 2, 2021, the Council voted to direct staff to proceed with the process to consider funding of HOT qualifying events.

COMMITTEE/BOARD/COMMISSION ACTION: HOT Advisory Board voted 5-0 to approve funding up to \$88,000.

STAFF RECOMMENDATION/REQUESTED MOTION: None. Discretion of Council.

LIST OF SUPPORTING DOCUMENTS: 1) Spreadsheet reflecting the HOT Advisory Board recommendations; 2) 5-Year Historical Allocation; 3) Summary of 2020-21 Application requests; and 4) Entity Applications.

Department Head initials:

City Manager's Review:



HOT FUNDING APPLICATION RECOMMENDATIONS TO COUNCIL FISCAL YEAR 2020-21		(A) Convention Center or visitor's center	(B) Registration of Convention Delegates	(C) Advertising, Promotional programs to attract tourists and convention delegates.	(D) Promotion of the Arts that directly enhance tourism and the hotel & convention industry. (limit 15% budget)	(E) Historical restoration and preservation projects or activities or advertising and conducting promotional programs. (limit 15% budget)	(F) Expenses including promotional expenses, directly related to sporting events.	(G) Funding transportation systems for tourists from hotel to any of the following: 1) commercial center; 2) convention center; 3) other hotels; and 4) tourist attractions.	(H) Signage directing tourists to sights and attractions that are frequently visited by hotel guests in the municipality	BOARD APPROVED ALLOCATIONS
1) Lockhart Chamber of Commerce Visitors' Center	\$25,000									25,000
2) Lockhart Chamber of Commerce Texas Mural Project										0
3) Lockhart Chamber of Commerce Chisolm Trail Round Up				\$10,000	\$15,000					25,000
4) Lockhart Chamber of Commerce Chisolm Trail Rodeo										0
5) Hispanic Chamber of Commerce Cinco de Mayo/Diaz y Seis				\$12,000						12,000
4) Gaslight-Baker Theater						\$12,000				12,000
5) Lockhart Downtown Association Texas Swing				\$7,500						7,500
6) Caldwell County Jail Museum						\$4,000				4,000
7) SW Museum of Clocks & Watches				\$2,500						2,500
BOARD APPROVED ALLOCATIONS										
\$88,000										

HOTEL OCCUPANCY TAX 5-Year Historical Allocation

Organization:	FY 19-20 Actual	FY 18-19 Actual	FY 17-18 Actual	FY 16-17 Actual	FY 15-16 Actual
Lockhart Chamber of Commerce (CTR)	0	25,337	23,078	26,164	29,285
Lockhart Chamber of Commerce (VC)	20,000	0	0	0	0
Hispanic Chamber of Commerce	0	7,860	7,445	8,440	9,431
Gaslight Baker Theater	0	6,011	5,707	6,471	7,247
Lockhart Downtown Association	0	1,387			
Caldwell County Museum	0	1,040	1,530	1,735	1,837
Southwest Museum of Clocks & Watches	0	1,040	0	436	1,837
Hot Rod Productions	0	0	3,598	4,079	0
Unfunded		3,562	0	0	0
Hotels Reallocation	30,450	843	822	878	905
Net Total	50,450	47,080	42,180	48,202	50,542

Applications for City of Lockhart HOT Funds 2021:

1. Lockhart Chamber of Commerce	
Lockhart's Visitor's Center	\$45,000
2. Lockhart Chamber of Commerce	
Texas Mural Project	\$10,000
3. Lockhart Chamber of Commerce	
Chisolm Trail Roundup	\$25,000
4. Lockhart Chamber of Commerce	
Chisolm Trail Rodeo	\$39,750
5. Caldwell County Hispanic Chamber	
	\$26,500
6. Gaslight-Baker Theater	
	\$12,000
7. Lockhart Business Association	
Western Swing & BBQ	\$ 8,500
8. Caldwell County Jail Museum	
	\$ 4,000
9. SW Museum of Clock & Watches	
	\$ 2,500

Lockhart Chamber of Commerce

Lockhart Visitor's Center

\$45,000

Application

Date: 12/10/2020

Organization Information

Name of Organization: Lockhart Chamber of Commerce

Address: 702 S. Commerce St.

City, State, Zip: Lockhart, Tx. 78644

Contact Name: Kimberly Clifton, President/CEO

Contact Phone Number: (512) 398-2818

Web Site Address for Event or Sponsoring Entity: www.lockhartchamber.com & www.visitlockharttx.com

Non-Profit or For-Profit status: non-profit

Tax ID #: 74-0750055

Entity's Creation Date: 1955

Purpose of your organization: The mission of the Lockhart Chamber of Commerce is: to improve and strengthen the business environment of Lockhart in order to improve the economic well being of all citizens; to provide services to membership; communicate views of the business community; to enhance quality of life for the entire community; to support constructive initiatives on major issues of public policy.

Event Information

Name of Event or Project: Lockhart Visitors Center

Date of Event or Project: on going

Primary Location of Event or Project: Lockhart Chamber of Commerce,
702 S. Commerce St, Lockhart Tx. 78644

Amount Requested: \$45,000.00

How will the funds be used: To fund promotion of the City of Lockhart; promote overnight hotel stays; maintain operations of the Lockhart Visitors Center including print promotional material, mailing promotional material, and maintaining social and web visitor promotional presence; publish updated community guide.

Primary Purpose of Funded Activity/Facility: To fund for advertising, solicitations, and promotions that attract tourists to Lockhart; fund printing fees for community guide, city maps, barbeque brochures, History of Lockhart brochures; fund operations of the visitors center along with staff time devoted to visitor center operations.

Percentage of Hotel Tax Support of Related Costs

_____ Percentage of Total **Event Costs** Covered by Hotel Occupancy Tax

_____ Percentage of Total **Facility Costs** Covered by Hotel Occupancy Tax for the Funded Event

_____ Percentage of **Staff Costs** Covered by Hotel Occupancy Tax for the Funded Event

If staff costs are covered, estimate percentage of time staff spends annually on the funded event(s) compared to other activities _____%

Which Category or Categories Apply to Funding Request, and Amount Requested Under Each Category:

- a) **Convention Center or Visitor Information Center:** construction, improvement, equipping, repairing, operation, and maintenance of convention center facilities or visitor information centers, or both. Amount requested under this category: \$ 15,000
- b) **Registration of Convention Delegates:** furnishing of facilities, personnel, and materials for the registration of convention delegates or registrants. Amount requested under this category: \$ _____
- c) **Advertising, Solicitations, Promotional programs to attract tourists and convention delegates** or registrants to the municipality or its vicinity. Amount requested under this category: \$ 30,000
- d) **Promotion of the Arts that Directly Enhance Tourism and the Hotel & Convention Industry:** the encouragement, promotion, improvement, and application of the arts that can be shown to have some direct impact on tourism and the hotel/convention industry. The impact may be that the art facility or event can show hotel nights that are booked due to their events or that guests at hotels attend the arts event. Eligible forms of art include instrumental and vocal music, dance, drama, folk art, creative writing, architecture, design and allied fields, painting, sculpture photography, graphic and craft arts, motion picture, radio, television, tape and sound recording, and other arts related to the presentation, performance, execution, and exhibition of these major art forms : \$ _____

e) **Historical restoration and preservation projects or activities or advertising and conducting solicitation and promotional programs to encourage tourists and convention delegates to visit preserved historic sites or museums.** Amount requested under this category: \$ _____

f) **Expenses including promotional expenses, directly related to a sporting event in which the majority of participants are tourists. The event must substantially increase economic activity at hotels within the city or its vicinity.** Amount requested under this category: \$ _____

How many individuals are expected to participate in the sporting related event? _____

How many of the participants at the sporting related event are expected to be from another city or county? _____

Quantify how the sporting related event will substantially increase economic activity at hotels within the city or its vicinity?

g) **Funding transportation systems for transporting tourists from hotels to and near the city to any of the following destinations: 1) the commercial center of the city; 2) a convention center in the city; 3) other hotels in or near the city; and 4) tourist attractions in or near the city.** Amount requested under this category: \$ _____

What sites or attractions will tourists be taken to by this transportation? _____

Will members of the general public (non-tourists) be riding on this transportation? _____

What percentage of the ridership will be local citizens? _____

h) **Signage directing tourists to sights and attractions that are visited frequently by hotel guests in the municipality.** Amount requested under this category: \$ _____

What tourist attractions will be the subject of the signs?

Questions for All Funding Request Categories:

1. How many years have you held this Event or Project: est. 1955
2. Expected Attendance: 300-400 visitations in person annually; 500-600 phone calls per year; 100,000 website visits annually.
3. How many people attending the Event or Project will use *Lockhart* (fill in name of your city) hotels? _____

Number of the people many nights will they stay: _____

4. Do you reserve a room block for this event at an area hotel and if so, for how many rooms and at which hotels: _____

5. List other years (over the last three years) that you have hosted your Event or Project with amount of assistance given from HOT and the number of hotel rooms used:

Month/Year Held	Assistance Amount	Number of Hotel Rooms Used
_____	_____	_____
_____	_____	_____
_____	_____	_____

6. How will you measure the impact of your event on area hotel activity (e.g.; room block usage information, survey of hoteliers, etc.)? Survey of hoteliers
7. Please list other organization, government entities, and grants that have offered financial support to your project: _____

8. Will the event charge admission? Do you anticipate a net profit from the event? If there is a net profit, what is the anticipated amount and how will it be used?

9. Please list all promotion efforts your organization is coordinating and the amount financially committed to each media outlet:

Newspaper: \$ _____
Radio: \$ _____
TV: \$ _____
Other Paid Advertising: \$ _____

Number of Press Releases to Media _____

Number Direct Mailings to out-of-town recipients _____

Other Promotions _____

10. Will you include a link to the CVB or other source on your promotional handouts and in your website for booking hotel nights during this event? Yes

11. Will you negotiate a special rate or hotel/event package to attract overnight stays?
Will attempt

12. What new marketing initiatives will you utilize to promote hotel and convention activity for this event?
The new VisitLockhartTX.com has a section dedicated to promoting local hotels.

13. What geographic areas does your advertising and promotion reach: Visitor and relocation packets are shipped nationwide upon request.

14. How many individuals will your proposed marketing reach who are located in another city or county? 95% - marketing of the Lockhart Visitors Center is targeted towards individuals residing outside of Lockhart and Caldwell County.

15. If the funding requested is related to a permanent facility (e.g. museum, visitor center):

Expected Attendance Monthly/Annually: 300-400 visitations in person annually

Percentage of those in attendance that are staying at area hotels/lodging facilities: unknown

Please Submit no later than (insert deadline) to:

(fill in name, contact person, and address of your city or entity overseeing use of hotel tax)

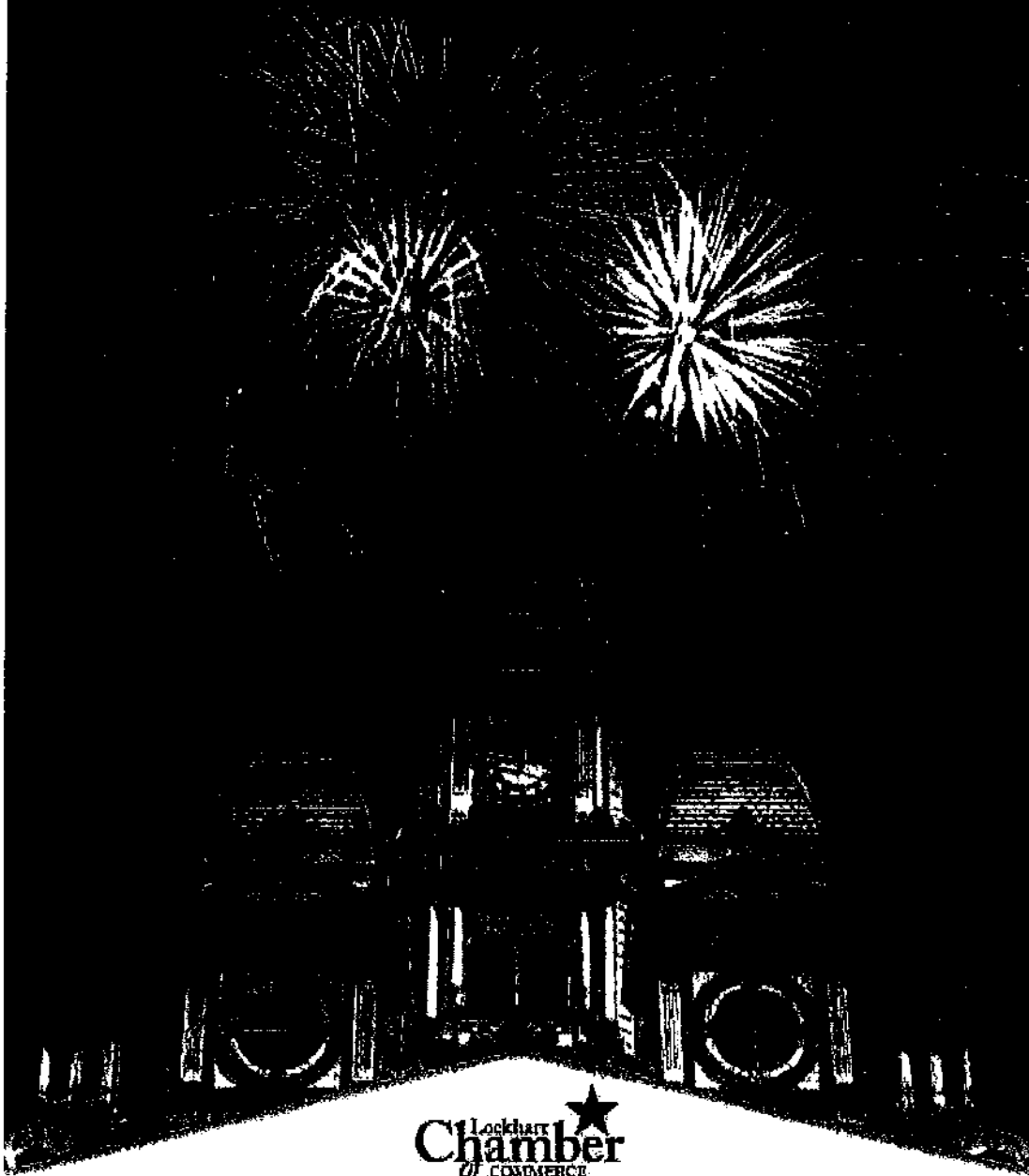
Publications Sent	
Community Guide	200
Historic Lockhart	400
BBQ Trail	700
Real Estate Guide	20
Total	1320

Relocating From	87% Out of State
	13% Texans
Visiting From	37% Out of State
	63% Texans

Cost of Publications	
Community Guide	\$19,000.00
Lockhart Map	\$3,000.00

LOCKHART ★ TEXAS

Community Guide



Lockhart
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of COMMERCE

lockhartchamber.com

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 36-3 ION TV
 41-1 Univision

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Stephen Levensailor AdriftRVRepair@hotmail.com
 Owner Cell: 830-305-0714

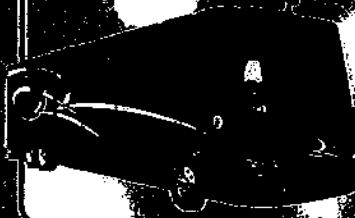
SPECIALIZING IN: REPAIRS, PARTS & SERVICE

3

Distance from Leisure Resort

(in miles)

Austin 40
 Corpus Christi 189
 Dallas 235
 Fredericksburg 119
 Gruene 29
 Houston 150
 Luling 8
 Lockhart 12
 New Braunfels 28
 San Antonio 45
 San Marcos 14
 Wimberly 29



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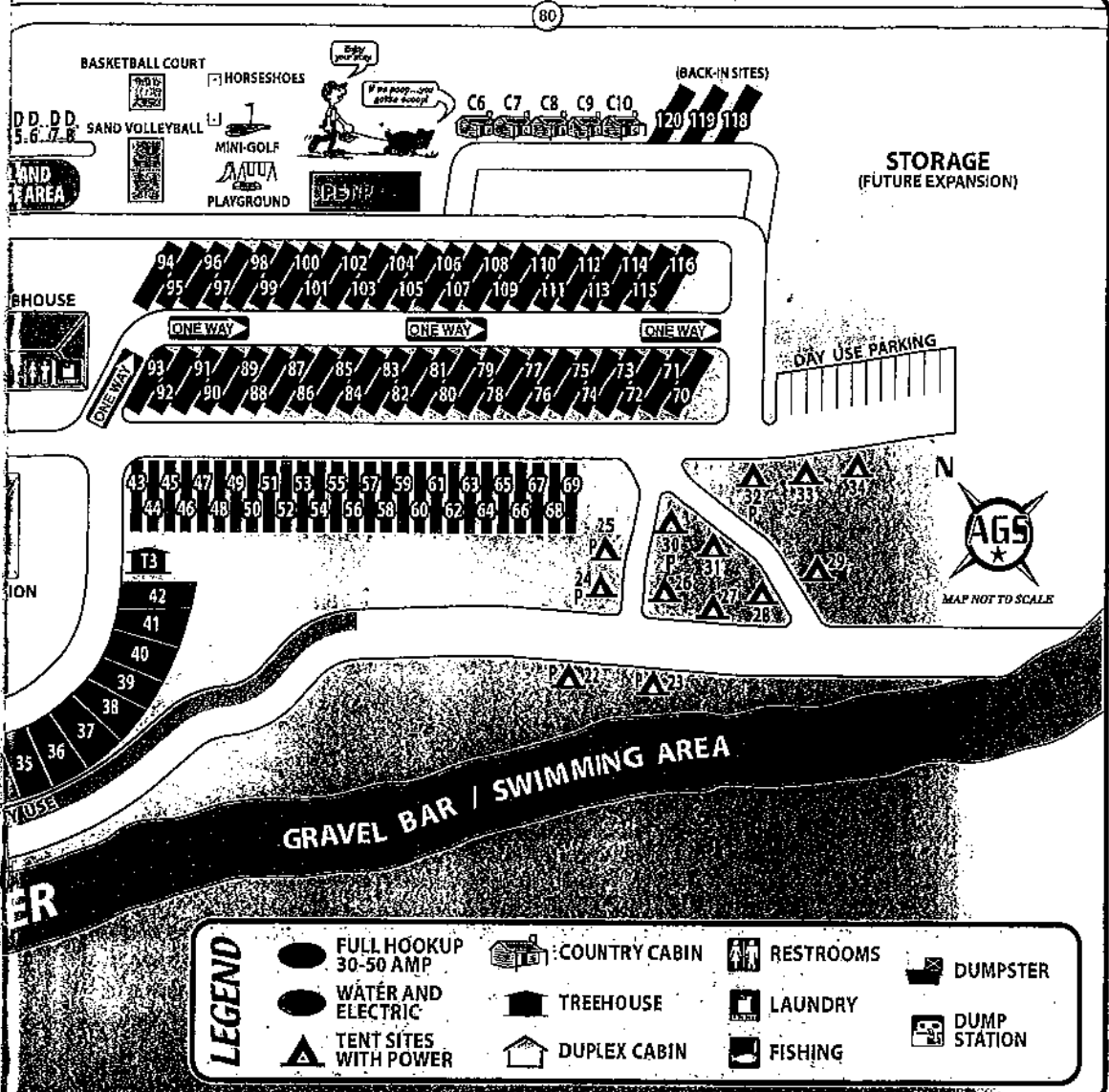


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in June

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8



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Dismiss Learn more



Try searching "Compare bounce rate this week with last week"



All Users 100.00% Users

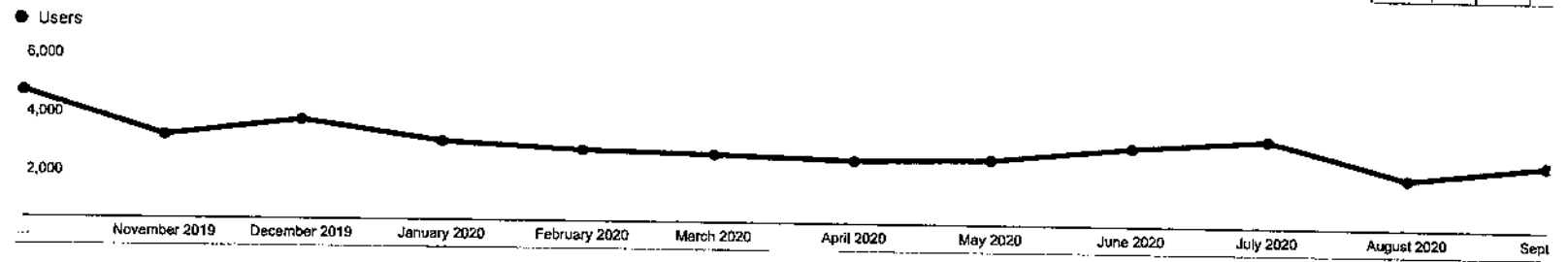
+ Add Segment

Oct 1, 2019 - Sep 30, 2020

Overview

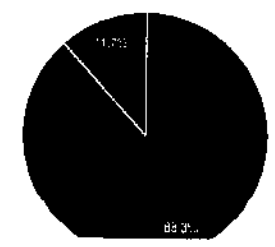
Users vs. Select a metric

Hourly Day Week M



Users 30,879	New Users 30,277	Sessions 37,323	Number of Sessions per User 1.21
Pageviews 66,959	Pages / Session 1.79	Avg. Session Duration 00:01:03	Bounce Rate 73.51%

■ New Visitor ■ Returning Visitor



h4



Lockhart Chamber of Commerce

Texas Mural Project

\$10,000

Application

Date: 12/8/2020

Organization Information

Name of Organization: *Lockhart Chamber of Commerce (Leadership Lockhart Class 1)*

Address: *702 S. Commerce*

City, State, Zip: *Lockhart, TX 78644*

Contact Name: *Kim Clifton*

Contact Phone Number: *(512) 398-2818*

Web Site Address for Event or Sponsoring Entity *www.lockhartchamber.com*

Non-Profit or For-Profit status: *Non profit*

Tax ID #: *74-075005*

Entity's Creation Date: *1955*

Purpose of your organization:

The purpose of the Leadership Lockhart program is:

- 1. To educate leaders through exposure and engagement in the business community.*
- 2. To develop and enhance visionary leadership skills through in-depth training.*

Event Information

Name of Event or Project: *"The Barbecue Capital of Texas Mural" by Leadership Lockhart Class 1*

Date of Event or Project: *muralist work window April 1- June 30, 2021; unveiling July 4, 2021*

Primary Location of Event or Project: *please reference project proposals for proposed locations*

Amount Requested: *\$10,000*

How will the funds be used: *Leadership Lockhart Class 1 has been given a task to complete a class project before graduation. The Barbecue Capital of Texas Mural is the proposed Leadership Class 1 project selected. The envisioned mural will convey the theme "The Barbecue Capital of Texas" with a rendering of the Caldwell County Courthouse in the background with the likenesses of the founding*

fathers of Lockhart barbecue in the foreground. A size of 12' x 20' will provide enough space to produce the described mural along with the title "The Barbecue Capital of Texas."

Primary Purpose of Funded Activity/Facility: *The goal of this project is to support the chamber's mission to "improve and strengthen the business environment in Lockhart" by championing our famous barbecue heritage and increase tourism.*

Percentage of Hotel Tax Support of Related Costs

_____ Percentage of Total Event Costs Covered by Hotel Occupancy Tax

100% Percentage of Total Facility Costs Covered by Hotel Occupancy Tax for the Funded Event

_____ Percentage of Staff Costs Covered by Hotel Occupancy Tax for the Funded Event

If staff costs are covered, estimate percentage of time staff spends annually on the funded event(s) compared to other activities _____%

Which Category or Categories Apply to Funding Request, and Amount Requested Under Each Category:

- a) **Convention Center or Visitor Information Center:** construction, improvement, equipping, repairing, operation, and maintenance of convention center facilities or visitor information centers, or both. Amount requested under this category: \$ _____

- b) **Registration of Convention Delegates:** furnishing of facilities, personnel, and materials for the registration of convention delegates or registrants. Amount requested under this category: \$ _____

- c) **Advertising, Solicitations, Promotional programs to attract tourists and convention delegates** or registrants to the municipality or its vicinity. Amount requested under this category: \$ _____

- d) **Promotion of the Arts that Directly Enhance Tourism and the Hotel & Convention Industry:** the encouragement, promotion, improvement, and application of the arts that can be shown to have some direct impact on tourism and the hotel/convention industry. The impact may be that the art facility or event can show hotel nights that are booked due to their events or that guests at hotels attend the arts event. Eligible forms of art include instrumental and vocal music, dance, drama, folk art, creative writing, architecture, design and allied fields, painting, sculpture photography, graphic and craft arts, motion picture, radio, television, tape and sound recording, and other arts related to the presentation, performance, execution, and exhibition of these major art forms : \$ _____

e) Historical restoration and preservation projects or activities or advertising and conducting solicitation and promotional programs to encourage tourists and convention delegates to visit preserved historic sites or museums. Amount requested under this category: \$ _____

f) Expenses including promotional expenses, directly related to a sporting event in which the majority of participants are tourists. The event must substantially increase economic activity at hotels within the city or its vicinity. Amount requested under this category: \$ _____

How many individuals are expected to participate in the sporting related event? _____

How many of the participants at the sporting related event are expected to be from another city or county? _____

Quantify how the sporting related event will substantially increase economic activity at hotels within the city or its vicinity?

g) Funding transportation systems for transporting tourists from hotels to and near the city to any of the following destinations: 1) the commercial center of the city; 2) a convention center in the city; 3) other hotels in or near the city; and 4) tourist attractions in or near the city. Amount requested under this category: \$ _____

What sites or attractions will tourists be taken to by this transportation? _____

Will members of the general public (non-tourists) be riding on this transportation? _____

What percentage of the ridership will be local citizens? _____

X
 h) Signage directing tourists to sights and attractions that are visited frequently by hotel guests in the municipality. Amount requested under this category: \$10,000

What tourist attractions will be the subject of the signs?

The envisioned mural will convey the theme "The Barbecue Capital of Texas" with a rendering of the Caldwell County Courthouse in the background with the likenesses of the founding fathers of Lockhart barbecue in the foreground. A size of 12' x 20' will provide enough space to produce the described mural along with the title "The Barbecue Capital of Texas."

**A QR code will be included on the mural that will direct visitors to the Lockhart visitor center website. The website will list barbecue restaurant addresses and other visitor information. In addition, a barbecue hash tag will be included on the mural to measure barbecue visitation.*

Questions for All Funding Request Categories:

1. How many years have you held this Event or Project: *None*
2. Expected Attendance: *unknown*
3. How many people attending the Event or Project will use Lockhart hotels? *The City of Lockhart website estimates approximately 250,000 visitors come to Lockhart for barbecue annually.*

Number of the people many nights will they stay: *unknown*

4. Do you reserve a room block for this event at an area hotel and if so, for how many rooms and at which hotels: *Lockhart hotel owners do not allow room blocks*

5. List other years (over the last three years) that you have hosted your Event or Project with amount of assistance given from HOT and the number of hotel rooms used:

Month/Year Held	Assistance Amount	Number of Hotel Rooms Used
_____	_____	_____
_____	_____	_____
_____	_____	_____

6. How will you measure the impact of your event on area hotel activity (e.g.; room block usage information, survey of hoteliers, etc.)? *The included QR code will allow the visitor center to*

measure barbecue visitor traffic. In addition, the included hash tag will allow further measurement of visitor traffic to Lockhart.

7. Please list other organization, government entities, and grants that have offered financial support to your project: *Currently none. Possible sponsorships from local businesses and opportunities for private individual contributions.*

8. Will the event charge admission? Do you anticipate a net profit from the event? If there is a net profit, what is the anticipated amount and how will it be used?
No profit anticipated.

9. Please list all promotion efforts your organization is coordinating and the amount financially committed to each media outlet:

Newspaper: \$ _____
Radio: \$ _____
TV: \$ _____
Other Paid Advertising: \$ _____

Number of Press Releases to Media _____
Number Direct Mailings to out-of-town recipients _____

Other Promotions _____

10. Will you include a link to the CVB or other source on your promotional handouts and in your website for booking hotel nights during this event? *The QR code will direct visitors to visit the visitor center website that lists Lockhart hotels.*

11. Will you negotiate a special rate or hotel/event package to attract overnight stays?
NA

12. What new marketing initiatives will you utilize to promote hotel and convention activity for this event?

NA _____

13. What geographic areas does your advertising and promotion reach: *It is known that Lockhart barbecue is a nationwide attraction. We hope to increase barbecue visitor traffic with a photo opportunity and advertisement.*

14. How many individuals will your proposed marketing reach who are located in another city or county? *unknown*

15. If the funding requested is related to a permanent facility (e.g. museum, visitor center):

Expected Attendance Monthly/Annually: The City of Lockhart website estimates approximately 250,000 visitors come to Lockhart for barbecue annually.

Percentage of those in attendance that are staying at area hotels/lodging facilities: unknown

Please Submit no later than
City of Lockhart HOT Advisory Board
c/o Finance Department
P.O. Box 239 Lockhart, TX 78644

Leadership Lockhart Inaugural Class Project Proposal

Project Title

The Inaugural Class of Leadership Lockhart respectfully submits for your consideration the project...

"The Barbecue Capital of Texas Mural".

Location

Locations identified as prospective sites for this artwork include...

- SW corner of the intersection of W. Market and S. Main, on the north-facing wall of State Farm (Pulliam),
 - NW corner of the intersection of W. San Antonio and N. Commerce, on the east-facing wall of Lockhart Bistro (Vora),
 - NE corner of the intersection of E. Market and S. Commerce on the south-facing wall of the Commerce Café,
 - NE corner of the intersection E. Prairie Lea and S. Commerce, on the south-facing wall of Smitty's (Sells)
 - SW corner of the intersection of E. Market and S. Commerce on the east-facing wall of the building (Mendez) overlooking the Smith-owned empty lot.
-

Description

The envisioned mural will convey the theme "The Barbecue Capital of Texas" with a rendering of the Caldwell County Courthouse in the background with the likenesses of the founding fathers of Lockhart barbecue in the foreground. A size of 12' x 20' will provide enough space to produce the described mural along with the title "The Barbecue Capital of Texas".

Goal

The goal of this project is to support the chamber's mission to "improve and strengthen the business environment in Lockhart" by championing our famous barbecue heritage.

Benefits

The benefits realized from the mural include...

- promoting tourism,
 - increasing downtown visitors,
 - expanding the visibility of the Lockhart brand,
 - highlighting Lockhart's culture and charm, and
 - providing a prominent "photo op".
-

Leadership Lockhart Inaugural Class Project Proposal

Permissions and Acceptances

The following permissions and acceptances are in progress...

Party	Status
Building Owners	Have been approached and have indicated a high level of interest and preliminary permission received.
Historical Commission	Will be secured upon approval of this project.
City of Lockhart	Moving in parallel with the City's vision of enhancing the branding via the Wayfinding Committee.
Planning and Zoning	Will be secured upon project approval.

Proposed Budget

The proposed budget is \$10,000. Upon receiving bids from four muralists, the median price was found to be \$35/sq. ft. for a medium level of detail mural.

Item	Cost
Muralist fee for 12' x 20' = 240 sq. ft. @ \$35/sq. ft.	\$ 8,400
Sketch fee / design concept	\$ 500
Wall prep and safety equipment (lift/scaffolding, etc.)	\$ 600
Unveiling Event	\$ 500
Total	\$10,000

Fundraising Plan

A combination of sponsorships from local businesses and possible opportunities for private individual contribution are proposed as the source of funding for this project.

Timeline

Once approved by the Chamber, the following timeline is expected...

- Secure all permissions and acceptances – December 31, 2020.
- Select and contract with muralist – January 15, 2021.
- Secure design concept and bring forward for approval – February 28, 2021.
- Fundraise concurrently with above milestones and continuing as needed.
- Muralist work window – April 1 – June 30, 2021.
- Unveiling and celebration event - July 4, 2021.

Lockhart Chamber of Commerce

Chisolm Trail Roundup

\$25,000

Application

Date: 12/10/2020

Organization Information

Name of Organization: Lockhart Chamber of Commerce

Address: 702 S. Commerce St.

City, State, Zip: Lockhart, TX. 78644

Contact Name: Kimberly Clifton, President/CEO

Contact Phone Number: (512) 398-2818

Web Site Address for Event or Sponsoring Entity www.chisholmtrailroundup.com

Non-Profit or For-Profit status: non-profit

Tax ID #: 74-0750055

Entity's Creation Date: 1955

Purpose of your organization: The mission of the Lockhart Chamber of Commerce is: to improve and strengthen the business environment of Lockhart in order to promote economic well being of all citizens; to provide services to membership; to communicate the views of the business community; to support constructive initiatives on major issues of public policy.

Event Information

Name of Event or Project: 49th Annual Chisholm Trail Roundup – Rodeo & Music Festival

Date of Event or Project: June 10th – 12th, 2021

Primary Location of Event or Project: Lockhart City Park; 504 E. City Park Rd.

Amount Requested: \$25000.00

How will the funds be used: 1) fund the promotional activities of Chisholm Trail Roundup in order to attract overnight tourists for the event including print advertising, radio, TV, and web advertising. 2) Lockhart Chamber books hotel rooms for visiting artists, performers, rodeo promoters, barbecue judges and more.

Primary Purpose of Funded Activity/Facility: Chisholm Trail Roundup celebrates Lockhart's history on the Chisholm Trail; a frequented cattle drive. Chisholm Trail Roundup is a family friendly event that draws visitors and past residents back to Lockhart to celebrate with a barbeque competition, live music, rodeo, kids corral, food, and craft vendors.

Percentage of Hotel Tax Support of Related Costs

15% Percentage of Total Event Costs Covered by Hotel Occupancy Tax

_____ Percentage of Total Facility Costs Covered by Hotel Occupancy Tax for the Funded Event

_____ Percentage of Staff Costs Covered by Hotel Occupancy Tax for the Funded Event

If staff costs are covered, estimate percentage of time staff spends annually on the funded event(s) compared to other activities _____%

Which Category or Categories Apply to Funding Request, and Amount Requested Under Each Category:

- a) **Convention Center or Visitor Information Center:** construction, improvement, equipping, repairing, operation, and maintenance of convention center facilities or visitor information centers, or both. Amount requested under this category: \$_____
- b) **Registration of Convention Delegates:** furnishing of facilities, personnel, and materials for the registration of convention delegates or registrants. Amount requested under this category: \$_____
- c) **Advertising, Solicitations, Promotional programs to attract tourists and convention delegates or registrants to the municipality or its vicinity.** Amount requested under this category: \$10,000.00
- d) **Promotion of the Arts that Directly Enhance Tourism and the Hotel & Convention Industry:** the encouragement, promotion, improvement, and application of the arts that can be shown to have some direct impact on tourism and the hotel/convention industry. The impact may be that the art facility or event can show hotel nights that are booked due to their events or that guests at hotels attend the arts event. Eligible forms of art include instrumental and vocal music, dance, drama, folk art, creative writing, architecture, design and allied fields, painting, sculpture photography, graphic and craft arts, motion picture, radio, television, tape and sound recording, and other arts related to the presentation, performance, execution, and exhibition of these major art forms : \$15,000.00

e) Historical restoration and preservation projects or activities or advertising and conducting solicitation and promotional programs to encourage tourists and convention delegates to visit preserved historic sites or museums. Amount requested under this category: \$ _____

f) Expenses including promotional expenses, directly related to a sporting event in which the majority of participants are tourists. The event must substantially increase economic activity at hotels within the city or its vicinity. Amount requested under this category: \$ _____

How many individuals are expected to participate in the sporting related event? _____

How many of the participants at the sporting related event are expected to be from another city or county? _____

Quantify how the sporting related event will substantially increase economic activity at hotels within the city or its vicinity?

g) Funding transportation systems for transporting tourists from hotels to and near the city to any of the following destinations: 1) the commercial center of the city; 2) a convention center in the city; 3) other hotels in or near the city; and 4) tourist attractions in or near the city. Amount requested under this category: \$ _____

What sites or attractions will tourists be taken to by this transportation? _____

Will members of the general public (non-tourists) be riding on this transportation? _____

What percentage of the ridership will be local citizens? _____

h) Signage directing tourists to sights and attractions that are visited frequently by hotel guests in the municipality. Amount requested under this category: \$ _____

What tourist attractions will be the subject of the signs?

Questions for All Funding Request Categories:

1. How many years have you held this Event or Project: 48 years
2. Expected Attendance: 10,000
3. How many people attending the Event or Project will use City of Lockhart hotels? 150-175
 Number of the people many nights will they stay: 1-3 nights
4. Do you reserve a room block for this event at an area hotel and if so, for how many rooms and at which hotels: Best Western does not reserve room blocks
5. List other years (over the last three years) that you have hosted your Event or Project with amount of assistance given from HOT and the number of hotel rooms used:

Month/Year Held	Assistance Amount	Number of Hotel Rooms Used
<u>June 13-15, 2019</u>	<u>\$18,000 avg</u>	<u>98% occupied</u>
<u>June 7-9, 2018</u>	<u>\$18,000 avg</u>	<u>100% occupied</u>
<u>June 8-10, 2017</u>	<u>\$18,000 avg</u>	<u>98% occupied</u>

6. How will you measure the impact of your event on area hotel activity (e.g.; room block usage information, survey of hoteliers, etc.)? Survey of hoteliers
7. Please list other organization, government entities, and grants that have offered financial support to your project: Sponsorship Support
8. Will the event charge admission? Do you anticipate a net profit from the event? If there is a net profit, what is the anticipated amount and how will it be used? Yes, admission is charged. Net anticipated is \$20,000 and is used to fund operating expenses of the Lockhart Chamber of Commerce and fund following year's Chisholm Trail Roundup.

9. Please list all promotion efforts your organization is coordinating and the amount financially committed to each media outlet:

Newspaper: \$2,150.00
Radio: \$5,000.00
TV: \$1,200.00
Other Paid Advertising: \$2,850.00

Number of Press Releases to Media 25
Number Direct Mailings to out-of-town recipients 0

Other Promotions Heavy social media advertisements, website, festival papers and magazines

10. Will you include a link to the CVB or other source on your promotional handouts and in your website for booking hotel nights during this event? Yes

11. Will you negotiate a special rate or hotel/event package to attract overnight stays? Will attempt.

12. What new marketing initiatives will you utilize to promote hotel and convention activity for this event?

13. What geographic areas does your advertising and promotion reach: San Antonio, Austin, Central Texas Region

14. How many individuals will your proposed marketing reach who are located in another city or county? 37,593 impressions via TV - Spectrum Reach; 5,500 average quarter hour listeners radio (KAJA Country in San Antonio) + 1,800 average quarter hour listeners (KASE 101 Austin) x 24 spots = 43,200 spots/93,500 listeners.

15. If the funding requested is related to a permanent facility (e.g. museum, visitor center):

Expected Attendance Monthly/Annually: _____



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 9-1 or 18-1 PBS
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 12-3 or 7-2 Movies
 12-2 MeTV
 36-3 ION TV
 41-1 Univision

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3

Distance from Leisure Resort

(in miles)

Austin 40
 Corpus Christi... 189
 Dallas 235
 Fredericksburg... 119
 Gruene 29
 Houston 150
 Luling 8
 Lockhart... 12
 New Braunfels... 23
 San Antonio 45
 San Marcos 14
 Wimberly... 29



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SALES • SERVICES • PARTS • RENTALS • ALL MAJOR BRANDS

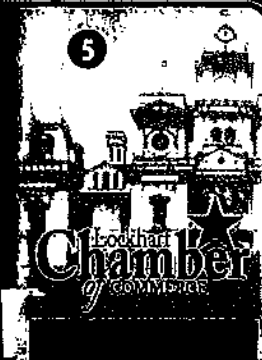
1971 N IH35 San Marcos, TX

9125 TX 71 Lakeway, TX

4

★ Visit Historic ★ LOCKHART

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 LIVE MUSIC • SHOPPING



5

RV SERVICE

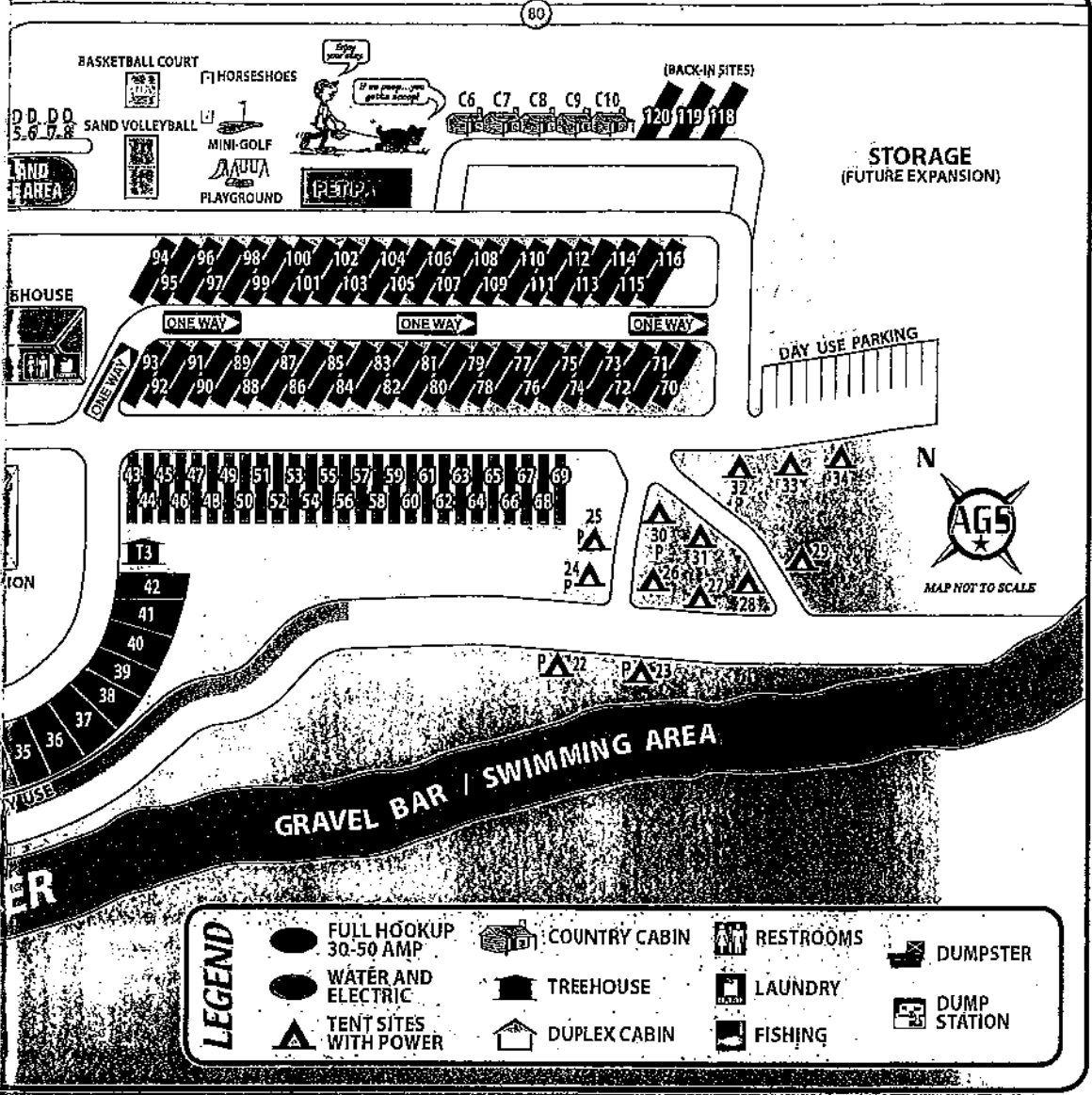
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and everything in between!
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LOCKHART CITY PARK

Always the
2nd Full Weekend
in June
MUSIC | CARNIVAL | RODEO
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8



Try searching "Compare bounce rate this week with last week"



Oct 1, 2019 - Sep 30, 2020

All Users
100.00% Users

+ Add Segment

Overview

Users vs. Select a metric

Hourly Day Week M

Users

5,000

4,000

2,000

November 2019 December 2019 January 2020 February 2020 March 2020 April 2020 May 2020 June 2020 July 2020 August 2020 Sept

Users

30,879

New Users

30,277

Sessions

37,323

Number of Sessions per User

1.21

Pageviews

66,959

Pages / Session

1.79

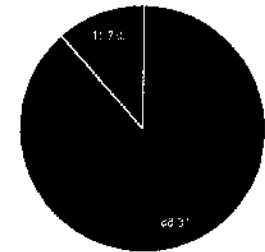
Avg. Session Duration

00:01:03

Bounce Rate

73.51%

New Visitor Returning Visitor



Users % Users

Demographics

Country

84



CHISHOLM TRAIL ROUNDUP

RODEO AND MUSIC FESTIVAL

JUNE 13 - 15, 2019

504 E City Park Road

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www.chisholmtrailroundup.com



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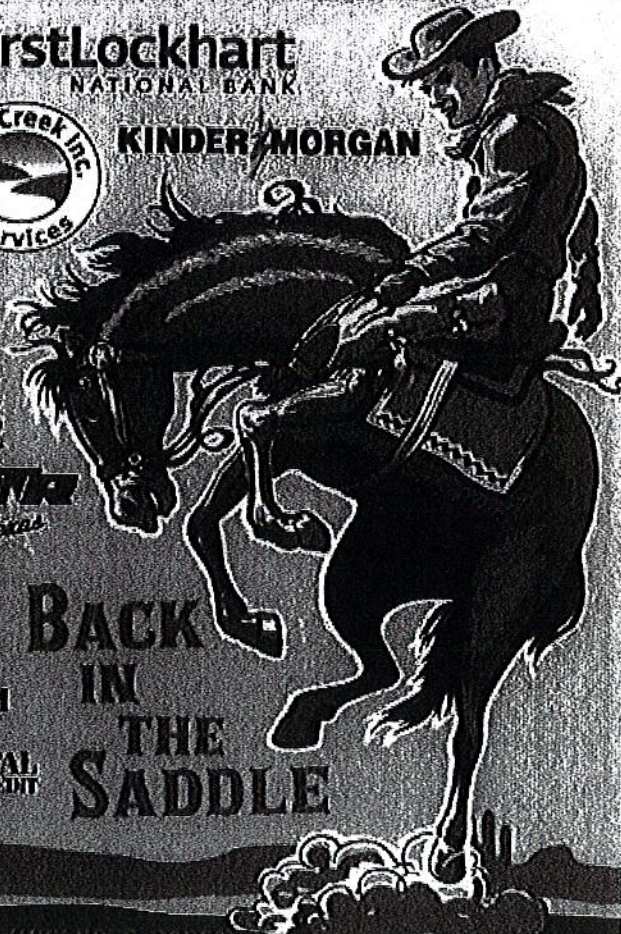
GBRA

GREENGROUP

AWP



BACK IN THE SADDLE



ADVANCE 3-DAY TRIBES BANDS \$16.00 (INCLUDES RODEO)

46TH ANNUAL

CHISHOLM TRAIL ROUNDUP

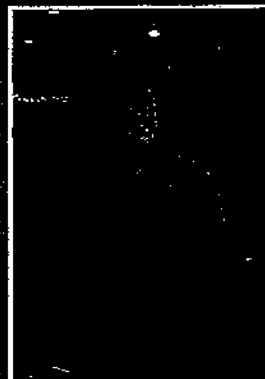
JUNE 7-9, 2013 | LOCKHART CITY PARK

\$10.00

NEW THIS YEAR

SWIFTY SWINE PIG RACES

PARK OPENS SATURDAY
FOLLOWING GRAND PARADE AT NOON



BBQ COOKOFF
BY
SAME WEEKEND

Thursday, June 7
LOCALS NIGHT
FEATURING LAMA
8:00 Larry Dial
9:42 Keen Country

Friday, June 8
TEJANO MUSIC NIGHT
8:00-10 Gary Hobbs
10:30-12 Lucky Joe Egola

Saturday, June 9
TEXAS COUNTRY NIGHT
5:30-7 Diamondback
7:30-9 Jelo Ward
9:30-11 Kody West
11:15-1 Mike Ryan



PURCHASE PASSES AT CHISHOLMTRAILROUNDUP.COM

RODEO & MUSIC FESTIVAL

Co-presented by:



First Lockhart



Bluebonnet



Generously supported by these major sponsors and our many community partners.

48th Annual Chisholm Trail Roundup

Proposed Event Schedule

Friday, June 4th

- 5:00 pm Awesome Auction & Queens Coronation downtown during First Friday

Wednesday, June 9th

- 6:30 am – 9:30 am Cowboy Breakfast

Thursday, June 10th

- 5:00 pm Gates Open (food & craft vendors; carnival; kids corral)
- 7:00 pm Rough Stock Rodeo begins
- 10:00 pm Live Music

Friday, June 11th

- 5:00 pm Gates Open (food & craft vendors; carnival; kids corral)
- 7:00 pm Rodeo begins
- 10:00 pm Live Music

Saturday, June 12th

- 10:00 am Grand Parade sponsored by First Lockhart National Bank
- 12:00 pm Dignitary Lunch sponsored by Bluebonnet Electric Coop.
- 5:00 pm Gates Open (food & craft vendors; carnival; kids corral)
- 7:00 pm Rodeo Begins
- 10:00 pm Live Music

Possible Kids Entertainment

- Petting zoo
- Train rides
- Southwest Dairy Farmers Mobile Classroom Exhibit
- Dunking Booth
- Coloring Contest
- Face Painting
- Moon Bounce/obstacle course
- Traditional fair games (operated by local non-profit organizations)
- Texas Farm Bureau Mobile Learning Barn

Lockhart Chamber of Commerce

Chisolm Trail Rodeo

\$39,750

Application

Date: 12/8/2020

Organization Information

Name of Organization: *Lockhart Chamber of Commerce*

Address: *702 S. Commerce*

City, State, Zip: *Lockhart, TX 78644*

Contact Name: *Kim Clifton*

Contact Phone Number: *(512) 398-2818*

Web Site Address for Event or Sponsoring Entity *www.chisholmtrailroundup.com*

Non-Profit or For-Profit status: *Non profit*

Tax ID #: *74-075005*

Entity's Creation Date: *1955*

Purpose of your organization:

To improve and strengthen the business environment of Lockhart in order to promote economic well-being of all citizens; to provide services to membership, to communicate views of the business community, to enhance the quality of life for the entire community, to support constructive initiatives on major issues of public policy.

Event Information

Name of Event or Project: *Chisholm Trail Roundup Rodeo*

Date of Event or Project: *June 10-12, 2021*

Primary Location of Event or Project: *Lockhart City Park, 504 E, City Park Rd, Lockhart*

Amount Requested: *\$39,750*

How will the funds be used: *The funds will be used to pay for the Diamond Cross Rodeo Producer fees as a sporting event. Please reference quotes. The "1 Day Bulls & Bronc's" will be Thursday, June 10 quote priced at \$10,500. The additional quote for \$29,250 is for Friday, June 11 and Saturday, June 12, 2021.*

Primary Purpose of Funded Activity/Facility: *The rodeo at the Chisholm Trail Roundup Rodeo & Music Festival is a major driving attraction to visitors. The majority of rodeo participants are from out of town.*

Percentage of Hotel Tax Support of Related Costs

100% Percentage of Total Event Costs Covered by Hotel Occupancy Tax

_____ Percentage of Total Facility Costs Covered by Hotel Occupancy Tax for the Funded Event

_____ Percentage of Staff Costs Covered by Hotel Occupancy Tax for the Funded Event

If staff costs are covered, estimate percentage of time staff spends annually on the funded event(s) compared to other activities _____%

Which Category or Categories Apply to Funding Request, and Amount Requested Under Each Category:

- a) **Convention Center or Visitor Information Center:** construction, improvement, equipping, repairing, operation, and maintenance of convention center facilities or visitor information centers, or both. Amount requested under this category: \$_____

- b) **Registration of Convention Delegates:** furnishing of facilities, personnel, and materials for the registration of convention delegates or registrants. Amount requested under this category: \$_____

- c) **Advertising, Solicitations, Promotional programs to attract tourists and convention delegates** or registrants to the municipality or its vicinity. Amount requested under this category: \$_____

- d) **Promotion of the Arts that Directly Enhance Tourism and the Hotel & Convention Industry:** the encouragement, promotion, improvement, and application of the arts that can be shown to have some direct impact on tourism and the hotel/convention industry. The impact may be that the art facility or event can show hotel nights that are booked due to their events or that guests at hotels attend the arts event. Eligible forms of art include instrumental and vocal music, dance, drama, folk art, creative writing, architecture, design and allied fields, painting, sculpture photography, graphic and craft arts, motion picture, radio, television, tape and sound recording, and other arts related to the presentation, performance, execution, and exhibition of these major art forms : \$_____

e) Historical restoration and preservation projects or activities or advertising and conducting solicitation and promotional programs to encourage tourists and convention delegates to visit preserved historic sites or museums. Amount requested under this category: \$ _____

X
 f) Expenses including promotional expenses, directly related to a sporting event in which the majority of participants are tourists. The event must substantially increase economic activity at hotels within the city or its vicinity. Amount requested under this category: \$ 39,750

How many individuals are expected to participate in the sporting related event?

How many of the participants at the sporting related event are expected to be from another city or county?

Quantify how the sporting related event will substantially increase economic activity at hotels within the city or its vicinity?

The Lockhart Chamber of Commerce books 4 hotel rooms for rodeo producer and producer's employees. The Best Western has previously been booked 100% during CTR the last 3 years according to hotel owner.

g) Funding transportation systems for transporting tourists from hotels to and near the city to any of the following destinations: 1) the commercial center of the city; 2) a convention center in the city; 3) other hotels in or near the city; and 4) tourist attractions in or near the city. Amount requested under this category: \$ _____

What sites or attractions will tourists be taken to by this transportation? _____

Will members of the general public (non-tourists) be riding on this transportation? _____

What percentage of the ridership will be local citizens? _____

h) Signage directing tourists to sights and attractions that are visited frequently by hotel guests in the municipality.

What tourist attractions will be the subject of the signs?

Questions for All Funding Request Categories:

1. How many years have you held this Event or Project: 48
2. Expected Attendance: 10,000

3. How many people attending the Event or Project will use Lockhart hotels? 150-175

Number of the people many nights will they stay: 1-3 nights

4. Do you reserve a room block for this event at an area hotel and if so, for how many rooms and at which hotels: NA

5. List other years (over the last three years) that you have hosted your Event or Project with amount of assistance given from HOT and the number of hotel rooms used:

Month/Year Held	Assistance Amount	Number of Hotel Rooms Used
June 13-15, 2019	_____	100%
June 7-9, 2018	_____	100%
June 8-10, 2017	_____	100%

6. How will you measure the impact of your event on area hotel activity (e.g.; room block usage information, survey of hoteliers, etc.)? *survey hoteliers*

7. Please list other organization, government entities, and grants that have offered financial support to your project: *sponsorship support*

Will the event charge admission? Do you anticipate a net profit from the event? If there is a net profit, what is the anticipated amount and how will it be used?

Admission is charged. Yes, net profit anticipated & used to fund general operating expenses of the Lockhart Chamber of Commerce and to fund the next year CTR Festival.

8. Please list all promotion efforts your organization is coordinating and the amount financially committed to each media outlet:

Newspaper: \$2,100
Radio: \$5,000
TV: \$1,200
Other Paid Advertising: \$1,675

Number of Press Releases to Media 25
Number Direct Mailings to out-of-town recipients 0

Other Promotions: *heavy social media advertising, website advertising, at chisholmtrailroundup.com*

9. Will you include a link to the CVB or other source on your promotional handouts and in your website for booking hotel nights during this event? *Yes*
10. Will you negotiate a special rate or hotel/event package to attract overnight stays?
Yes
11. What new marketing initiatives will you utilize to promote hotel and convention activity for this event?

Partner with rodeo promoter to include hotel websites on rodeo participant forms

12. What geographic areas does your advertising and promotion reach: *San Antonio, Austin, Central Texas, South Texas, North Texas*
13. How many individuals will your proposed marketing reach who are located in another city or county?

37,593 impressions via TV (Spectrum Reach)
5,500 Avg Quarter Hour Listeners Radio (KAJA Country in SA) x 17 = 93,500 listeners
1,800 Avg Quarter Hour Listeners Radio (KASE in Austin) x 24 spots = 43,200 listeners
Undetermined #'s on print advertising
Social Media Reach 138,172

14. If the funding requested is related to a permanent facility (e.g. museum, visitor center):

Expected Attendance Monthly/Annually:

Percentage of those in attendance that are staying at area hotels/lodging facilities: *unknown*

Please Submit no later than
City of Lockhart HOT Advisory Board
c/o Finance Department
P.O. Box 239 Lockhart, TX 78644

November 3, 2020

Bulls & Bronc , Riding

Please find listed below a price breakdown to produce a Diamond Cross Rodeo 1 day Bulls And Bronc's.

DIAMOND CROSS RODEO 1 DAY BULLS & BRONC'S

Production \$7500.00

Added money \$3000

Total \$10,500.00

This price includes the following from Diamond Cross Rodeo

- Bulls, SB, BB, Bulls
- Bull Fighters (2)
- Clown
- Pickup Men (2)
- Labor
- Judges (2)
- Secretary & Timer
- Production
- Announcer and sound
- Insurance

Committee is responsible for the following:

- All Advertisement for Event (Radio, TV, Newspapers, Posters, & Billboards)
- Security & Ambulance
- Concession
- Tickets & Ticket Sales
- A check made payable to Diamond Cross Rodeo at the end of the event

Diamond Cross Rodeo will help set up sponsor packets and will help with any promotional work in the market.

Thanks,
Wesley McManus
Diamond Cross Rodeo

1066 PR 3071 McDade, TX 78650 (512)229-6242 wfmcmamus@yahoo.com

November 3, 2020

Lockhart, TX

Please find listed below a price breakdown to produce a Diamond Cross CPRA Rodeo for 2021 season.

DIAMOND CROSS RODEO

Totals – \$16,750.00 Production
\$ 7500 Added Money
\$5000.00.00 Arena (lease, setup & tear down)
Total \$29,250.00

This price includes the following from Diamond Cross Rodeo Co.

- Bulls
- Horses Ranch Bronc, Bareback & Saddle bronc
- All Timed event Cattle
- Announcer
- Sound Man
- Barrel Man
- Bull Fighters (2)
- Pickup Men (2)
- Labor
- Judges (2)
- Secretary & Timers
- Photographer
- Arena (Setup & Tear down)

Committee is responsible for the following:

- All Advertisement of Events (Radio, TV, Newspapers, Posters, & Billboards)
- Security & Ambulance
- Concession
- Tickets & Ticket Sales
- A check made payable to Diamond Cross Rodeo at the end of the event
- Added Money (decided between Rodeo.co and committee \$7500.00)
- 4 Motel rooms
- Equipment to off load arena and load arena

Diamond Cross Rodeo will help set up sponsor packets and with any promotional work in the market. All pictures provided by Rodeo Co can be used for sponsors. All promotional pictures can be used only for a Diamond Cross Production.

Thanks,
Wesley McManus
Diamond Cross Rodeo Company

1066 PR 3071 McDade, TX 78650 (512)229-6242 wfmcmanus@yahoo.com

Greater Caldwell County
Hispanic Chamber of
Commerce

\$26,500

Application

Date: ~~02-27-20~~ 1-29-21

Organization Information

Name of Organization: Greater Caldwell County Hispanic Chamber of Commerce

Address: 1205 S Main

City, State, Zip: Lockhart, TX 78644

Contact Name: Rob Ortiz Contact Phone Number: 512-921-8000

Web Site Address for Event or Sponsoring Entity www.caldwellcountyhispanichamber.com

Non-Profit or For-Profit status: 501c6 Tax ID #: 74-2811628

Entity's Creation Date: 1988

Purpose of your organization: To promote and strengthen the economic welfare of the business community in Caldwell County by supporting proactive activities in areas of education, civic leadership, and community development and by creating business opportunities for our members.

Event Information

Name of Event or Project: Cinco De Mayo and Diez y Seis

Date of Event or Project: May 7-8 2021, September 17-18, 2021

Primary Location of Event or Project: Downtown on the Square

How will the funds be used: Funds will be used to advertise and promote both Cinco De Mayo and Diez y Seis events. {PLEASE NOTE THAT OUR CINCO DE MAYO EVENT IS THE ONLY ORGANIZED EVENT IN CENTRAL TEXAS}



Primary Purpose of Funded Activity/Facility:

To bring awareness and to celebrate the diversity of Lockhart's citizens and businesses. This allows the Chamber to provide guidance to business owners and give them an outlet to market their business or organization, which in turn brings more people into Lockhart. Events provide entertainment in different genres of music including; Latino, Progressive Tejano, Blues, Jazz, Rock, Country and Instrumental exposing and educating event goers to music they may not otherwise encounter. These events also allow local as well as out of town individual businesses to showcase and sell their products. Money raised will also provide educational scholarships for students throughout the Lockhart area and supporting youth organizations. This has many individuals staying overnight Lockhart for one to two nights.

Percentage of Hotel Tax Support of Related Costs

4.85% Percentage of Total Event Costs Covered by Hotel Occupancy Tax

_____ Percentage of Total Facility Costs Covered by Hotel Occupancy Tax for the Funded Event

_____ Percentage of Staff Costs Covered by Hotel Occupancy Tax for the Funded Event

If staff costs are covered, estimate percentage of time staff spends annually on the funded event(s) compared to other activities _____%

Which Category or Categories Apply to Funding Request, and Amount Requested Under Each Category:

a) **Convention Center or Visitor Information Center:** construction, improvement, equipping, repairing, operation, and maintenance of convention center facilities or visitor information centers, or both. Amount requested under this category: \$_____

b) **Registration of Convention Delegates:** furnishing of facilities, personnel, and materials for the registration of convention delegates or registrants. Amount requested under this category: \$_____

c) **Advertising, Solicitations, Promotional programs to attract tourists and convention delegates** or registrants to the municipality or its vicinity. Amount requested under this category: 26,500

d) **Promotion of the Arts that Directly Enhance Tourism and the Hotel & Convention Industry:** the encouragement, promotion, improvement, and application of the arts that can be shown to have some direct impact on tourism and the hotel/convention industry. The impact may be that the art facility or event can show hotel nights that are booked due to their events or that guests at hotels attend the arts event. Eligible forms of art include instrumental and vocal music, dance, drama, folk art, creative writing, architecture, design and allied fields, painting, sculpture photography, graphic and craft arts, motion picture, radio, television, tape and soundrecording,



and other arts related to the presentation, performance, execution, and exhibition of these major art forms: ~~\$20,500~~ _____

e) Historical restoration and preservation projects or activities or advertising and conducting solicitation and promotional programs to encourage tourists and convention delegates to visit preserved historic sites or museums. Amount requested under this category: \$ _____

f) Expenses including promotional expenses, directly related to a sporting event in which the majority of participants are tourists. The event must substantially increase economic activity at hotels within the city or its vicinity. Amount requested under this category: \$ _____

How many individuals are expected to participate in the sporting related event? _____

How many of the participants at the sporting related event are expected to be from another city or county? _____

Quantify how the sporting related event will substantially increase economic activity at hotels within the city or its vicinity?

g) Funding transportation systems for transporting tourists from hotels to and near the city to any of the following destinations: 1) the commercial center of the city; 2) a convention center in the city; 3) other hotels in or near the city; and 4) tourist attractions in or near the city. Amount requested under this category: \$ _____

What sites or attractions will tourists be taken to by this transportation? _____

Will members of the general public (non-tourists) be riding on this transportation? _____

What percentage of the ridership will be local citizens? _____

h) Signage directing tourists to sights and attractions that are visited frequently by hotel guests in the municipality. Amount requested under this category: \$ _____

What tourist attractions will be the subject of the signs?



Questions for All Funding Request Categories:

- 1. How many years have you held this Event or Project: 33
- 1. Expected Attendance: 6500/7000 per event TOTAL 12,000-14,000
- 2. How many people attending the Event or Project will use City of Lockhart hotels? 100
 Number of the people many nights will they stay: 1-2

- 3. Do you reserve a room block for this event at an area hotel and if so, for how many rooms and at which hotels: no

- 4. List other years (over the last three years) that you have hosted your Event or Project with amount of assistance given from HOT and the number of hotel rooms used:

Month/Year Held	Assistance Amount	Number of Hotel Rooms Used
<u>1/18/20-12/18/20</u>	<u>6000</u>	<u>55</u>
<u>1/19/19-12/19/19</u>	<u>6,766.50</u>	<u>49</u>
<u>1/18/18-12/18/18</u>	<u>8537.98</u>	<u>64</u>

- 5. How will you measure the impact of your event on area hotel activity (e.g.; room block usage information, survey of hoteliers, etc.)? Add question on vendor form asking if they will be staying in a local hotel, Survey of hotels within 5 days after the event.

- 6. Please list other organization, government entities, and grants that have offered financial support to your project: n/a



7. Will the event charge admission? Do you anticipate a net profit from the event? If there is a net profit, what is the anticipated amount and how will it be used? There are no admission fees charged. Our goal is for the event to make a profit to help with expenses of running the Chamber office and to fund our scholarship program.

8. Please list all promotion efforts your organization is coordinating and the amount financially committed to each media outlet:

Newspaper: \$ 1000
Radio: \$ 2500
TV: \$ 5000
Other Paid Advertising: \$ 18000

Number of Press Releases to Media 5
Number Direct Mailings to out-of-town recipients 2

Other Promotions 10K and 5K Races at Cinco De Mayo are sponsored by ON the GO so this information about our events will also go out to all their participants and be posted on their website.

9. Will you include a link to local hotels on your website for booking during this event? Yes, we will include a link to local hotels on our fliers, poster, website, and social media pages.

10. Will you negotiate a special rate or hotel/event package to attract overnight stays? Yes, we will work with at least two of our local hotels to provide a special rate for attendees, booth participants and entertainers.

11. What new initiatives will you utilize to promote hotel and convention activity for this event? We will have our new website up and running prior to Cinco De Mayo this year and will advertise on that as well as posting ads on social media. We will also send out a mailing to our out of town members/friends of the Chamber to promote our events. Send out Thank You Notes – handwritten, as well as adding morning and noon radio and TV appearances.

12. What geographic areas does your advertising and promotion reach: With a larger advertising budget we hope to reach people within a 200 mile radius of Lockhart.



13. How many individuals will your proposed marketing reach who are located in another city or county? 10,000

14. If the funding requested is related to a permanent facility (e.g. museum, visitor center):

Expected Attendance Monthly/Annually: _____

Percentage of those in attendance that are staying at area hotels/lodging facilities: _____

Please Submit no later than February 28, 2020

to:

City of Lockhart HOT Advisory Board
c/o Finance Department
P.O. Box 239
Lockhart, TX 78644



The Gaslight-Baker Theater

\$12,000

Application

Date: December 31, 2020

Organization Information

Name of Organization: The Gaslight-Baker Theater

Address: P.O. Box 1152

City, State, Zip: Lockhart, TX, 78644

Contact Name: Jason Jones Contact Phone Number: 5125636975

Web Site Address for Event or Sponsoring Entity www.mygbt.org

Non-Profit or For-Profit status: Non-Profit Tax ID #: 26-0318298

Entity's Creation Date: in its current form, 6-10-2010

Purpose of your organization: The Gaslight Baker Theatre is a non-profit community organization dedicated to promoting the theatre arts of the Lockhart area. GBT strives to provide an open avenue for individual creative expression through participation to all aspects of producing high quality amateur theatrical production

Additionally, GBT is committed to increasing community interest in the performing arts, providing educational and recreational opportunities and in creating an organizational environment which encourages the participati of community members from all age groups and interest levels.

Event Information

Name of Event or Project: Tech booth renovation and storage in main building.

Date of Event or Project: TBD but hopefully in by June 2021

Primary Location of Event or Project: The Gaslight-Baker Theater

Amount Requested: \$ 12,000

How will the funds be used: The funds will be used to renovate the technical control area for the theater and to put in storage closets for costumes, props and small tech. This fits in to our longer term renovation goals over the next few years.

Primary Purpose of Funded Activity/Facility:

To further the mission of The Gaslight-Baker Theater by continuing to bring quality productions of art, music and film
to the City of Lockhart and it's surrounding areas.

Percentage of Hotel Tax Support of Related Costs

0 Percentage of Total **Event Costs** Covered by Hotel Occupancy Tax

up to 100 Percentage of Total **Facility Costs** Covered by Hotel Occupancy Tax for the Funded Event

0 Percentage of **Staff Costs** Covered by Hotel Occupancy Tax for the Funded Event

If staff costs are covered, estimate percentage of time staff spends annually on the funded event(s) compared to other activities _____%

Which Category or Categories Apply to Funding Request, and Amount Requested Under Each Category:

- a) **Convention Center or Visitor Information Center:** construction, improvement, equipping, repairing, operation, and maintenance of convention center facilities or visitor information centers, or both. Amount requested under this category: \$_____
- b) **Registration of Convention Delegates:** furnishing of facilities, personnel, and materials for the registration of convention delegates or registrants. Amount requested under this category: \$_____
- c) **Advertising, Solicitations, Promotional programs to attract tourists and convention delegates** or registrants to the municipality or its vicinity. Amount requested under this category: \$_____
- d) **Promotion of the Arts that Directly Enhance Tourism and the Hotel & Convention Industry:** the encouragement, promotion, improvement, and application of the arts that can be shown to have some direct impact on tourism and the hotel/convention industry. The impact may be that the art facility or event can show hotel nights that are booked due to their events or that guests at hotels attend the arts event. Eligible forms of art include instrumental and vocal music, dance, drama, folk art, creative writing, architecture, design and allied fields, painting, sculpture photography, graphic and craft arts, motion picture, radio, television, tape and soundrecording,

and other arts related to the presentation, performance, execution, and exhibition of these major art forms : \$ _____

e) **Historical restoration and preservation projects or activities or advertising and conducting solicitation and promotional programs to encourage tourists and convention delegates to visit preserved historic sites or museums.** Amount requested under this category: \$ 12,000

f) **Expenses including promotional expenses, directly related to a sporting event in which the majority of participants are tourists. The event must substantially increase economic activity at hotels within the city or its vicinity.** Amount requested under this category: \$ _____

How many individuals are expected to participate in the sporting related event? _____

How many of the participants at the sporting related event are expected to be from another city or county? _____

Quantify how the sporting related event will substantially increase economic activity at hotels within the city or its vicinity?

g) **Funding transportation systems for transporting tourists from hotels to and near the city to any of the following destinations: 1) the commercial center of the city; 2) a convention center in the city; 3) other hotels in or near the city; and 4) tourist attractions in or near the city.** Amount requested under this category: \$ _____

What sites or attractions will tourists be taken to by this transportation? _____

Will members of the general public (non-tourists) be riding on this transportation? _____

What percentage of the ridership will be local citizens? _____

h) **Signage directing tourists to sights and attractions that are visited frequently by hotel guests in the municipality.** Amount requested under this category: \$ _____

What tourist attractions will be the subject of the signs?

Questions for All Funding Request Categories:

1. How many years have you held this Event or Project: This is the 23rd season and the 12th since the Merger with the Gaslight.
2. Expected Attendance: Our average two years ago was 5500. This year is very difficult to estimate.
3. How many people attending the Event or Project will use City of Lockhart hotels? Unknown as of yet
 Number of the people many nights will they stay: unknown We will book 2 rooms for USO show probably.
4. Do you reserve a room block for this event at an area hotel and if so, for how many rooms and at which hotels: That was the plan last year. Obviously it hsn't worked out so we are still moving towards it

5. List other years (over the last three years) that you have hosted your Event or Project with amount of assistance given from HOT and the number of hotel rooms used:

Month/Year Held	Assistance Amount	Number of Hotel Rooms Used
<u>2017</u>	<u>6547.81</u>	<u>These numbers are still unknown to us. However, judging by zip code info from ou ticket sales many people must be staying overnight. We are putting in ne methodolo; to track hotel stays.</u>
<u>2018</u>	<u>5707.46</u>	
<u>2019</u>	<u>6010.55</u>	
<u>2020</u>	<u>0</u>	

6. How will you measure the impact of your event on area hotel activity (e.g.; room block usage information, survey of hoteliers, etc.)? Surveys of local hoteliers, curtain speech surveys, guestbook with place of origin, considering adding a brief questionnaire to ticket sales on the web.

7. Please list other organization, government entities, and grants that have offered financial support to your project: We have recieved a grant from WalMart and have had several donors.

8. Will the event charge admission? Do you anticipate a net profit from the event? If there is a net profit, what is the anticipated amount and how will it be used?

Yes, we charge admission. Any profit is rolled back into the Theater general budget.

9. Please list all promotion efforts your organization is coordinating and the amount financially committed to each media outlet: We have spent between \$4,000 and \$7,000 the last few years but we break it down as in town and out of town, so these numbers are estimat

Newspaper: \$ 2,000
Radio: \$ 0
TV: \$ 0
Other Paid Advertising: \$ 3,000-4,000 including posters and internet

Number of Press Releases to Media 8-12 per year

Number Direct Mailings to out-of-town recipients we don't use direct mail as of this time

Other Promotions We have been cross-promoting with the Downtown Business Association.

10. Will you include a link to local hotels on your website for booking during this event?

yes

11. Will you negotiate a special rate or hotel/event package to attract overnight stays?

Yes, we are hoping to do this.

12. What new marketing initiatives will you utilize to promote hotel and convention activity for this event?

Adding a list of motels to an insert in the program. Available list or flyers in the lobby and on the website.

Links for places to stay in our social media advertising. Setting up special icentive packages with

local Hotels and BnBs. Interesting note from our marketing officer: Number one segment of our marketing would be most interested in hotel/accomsadtions, according to our analytics.

13. What geographic areas does your advertising and promotion reach: All of Central Texas and beyond.

See attachment. In fact- 25% of our web traffic is from out of state. 54% is outside of the Austin, Lockhart San Marcos, Triangle. Our top metro spots outside of the area are San Antonio, Dallas and Houston. The attached map shows our ticket billing based on zip code.

14. How many individuals will your proposed marketing reach who are located in another city or county? see last years submission for 2019 stats. This year we were cut off in March and have only marketed on a ~~from show to show.~~

15. If the funding requested is related to a permanent facility (e.g. museum, visitor center): Yes

Expected Attendance Monthly/Annually: as listed above we expect around 5,500 people.

Percentage of those in attendance that are staying at area hotels/lodging facilities: Unknown %

Please Submit no later than February 28, 2020

to:

City of Lockhart HOT Advisory Board

c/o Finance Department

P.O. Box 239

Lockhart, TX 78644

Addendum to HOT funds application 2021

A few notes on the future of the Gaslight-Baker Theatre.

This has been a difficult time to manage any business and it would not be amiss to say if we weren't a volunteer ran organization, we would have been in serious trouble. As it is, it looks like we are going to stay afloat and be ready to resume normal activity as soon as the pandemic is under control. We are hoping for full attendance shows this summer, but it is impossible to predict and we are also making plans to survive as long as possible. I thought it might be nice for you to know some of our future financial plans and the goals we want to achieve with them. The next few years the goals of the GBT are to continue towards becoming an entertainment destination for Lockhart. We have seen the possibilities of what a live theater in a town our size near urban environments can be and believe it's possible to achieve that goal and keep our community theater mindset.

Speaking of that mindset, the other goal in the next few years is to lean more heavily into education. For children, obviously, but also for adults. Our research shows that not only will education benefit our theater but also the community. Theater education is useful to overcome social anxiety, self-esteem issues and a number of other social and emotional challenges thereby helping people thrive in their social and work lives. It helps people learn to think from another point of view and teaches children and adults the power of imagination and boldness in their lives. Of course, we know primarily that means the education of kids, but we are hoping and planning to do both.

To help meet both goals we have several financial projects coming up in the future.

- Tech booth and storage upgrade in the main theater as mentioned in the application.
- Continued renovation of the Haun building next door which, when finished will include new bathrooms, a lobby area, and a small arena theater. This space will allow us to increase our education program exponentially as well as granting much need respite to our current lobby and giving new and spacious bathrooms for our guests. The arena theater gives us a place to do smaller shows that are either classic literature or a little more cutting edge artistically than what will fill up the big auditorium, thus not only giving us a chance at furthering the artistic literacy of the community but also giving us the extra space for many, many more children's productions.
- Backstage and dressing room renovation.
- New auditorium seating.
- We are hopeful that as we continue to grow we can take on a full renovation of the Baker itself, returning it to former days of glory in the 20's and 30's. That is a dream, of course, but a beautiful one.
- And we hope to do this without sacrificing our community spirit and artistic standards, this remains the most important of our goals.

Lockhart Business Association

Western Swing & BBQ
Festival

\$8,500

Application

Date: 1-14-2021

Organization Information

Name of Organization: Lockhart Downtown Business Association

Address: 117 W. Market St.

City, State, Zip: Lockhart, TX 76644

Contact Name: Ronda Reagan Contact Phone Number: 512-757-1121

Web Site Address for Event or Sponsoring Entity: LockhartFest.com & www.facebook.com/LockhartSwingBBQFestival

Non-Profit or For-Profit status: 501c3 Tax ID #: 83-2572720

Entity's Creation Date: Nov. 2018

Purpose of your organization: see Mission Statement attached on next page

Event Information

Name of Event or Project: Lockhart Western Swing & BBQ Festival

Date of Event or Project: September 24-26, 2021

Primary Location of Event or Project: SW corner of the Courthouse Square

Amount Requested: \$ 8,500

How will the funds be used: Primarily for advertising and promotional materials to increase attendance to this 3-day event. In 2018, \$7,200 was spent on marketing. I have the breakdown of all items related to promotion.



MISSION STATEMENT

Lockhart Downtown Business Association

Our Mission:

The mission of the Lockhart Downtown Business Association is to create and retain interest in and awareness of the historic downtown Lockhart commercial district and to promote the success of individual businesses operating there through publicity, creative marketing and exciting public events designed to attract new and repeat visitors and customers to our vibrant downtown area.

Primary Purpose of Funded Activity/Facility:

The Texas Western Swing Festival started in Austin in 1988, by Al Dussen. It moved to San Marcos a few years, and Al brought it to Lockhart in 2018. The Festival celebrates the music genre known as Western Swing and includes dance. Musicians are inducted into the Texas Western Swing Hall of Fame at the Friday Night "Gathering" and Hall of Fame Show.

Percentage of Hotel Tax Support of Related Costs

5% Percentage of Total **Event Costs** Covered by Hotel Occupancy Tax

0 Percentage of Total **Facility Costs** Covered by Hotel Occupancy Tax for the Funded Event

0 Percentage of **Staff Costs** Covered by Hotel Occupancy Tax for the Funded Event

If staff costs are covered, estimate percentage of time staff spends annually on the funded event(s) compared to other activities _____%

Which Category or Categories Apply to Funding Request, and Amount Requested Under Each Category:

- a) **Convention Center or Visitor Information Center:** construction, improvement, equipping, repairing, operation, and maintenance of convention center facilities or visitor information centers, or both. Amount requested under this category: \$ _____
- b) **Registration of Convention Delegates:** furnishing of facilities, personnel, and materials for the registration of convention delegates or registrants. Amount requested under this category: \$ _____
- c) **Advertising, Solicitations, Promotional programs to attract tourists and convention delegates or registrants** to the municipality or its vicinity. Amount requested under this category: \$ 8500
- d) **Promotion of the Arts that Directly Enhance Tourism and the Hotel & Convention Industry:** the encouragement, promotion, improvement, and application of the arts that can be shown to have some direct impact on tourism and the hotel/convention industry. The impact may be that the art facility or event can show hotel nights that are booked due to their events or that guests at hotels attend the arts event. Eligible forms of art include instrumental and vocal music, dance, drama, folk art, creative writing, architecture, design and allied fields, painting, sculpture photography, graphic and craft arts, motion picture, radio, television, tape and soundrecording,



and other arts related to the presentation, performance, execution, and exhibition of these major art forms : \$ ~~2500~~

e) Historical restoration and preservation projects or activities or advertising and conducting solicitation and promotional programs to encourage tourists and convention delegates to visit preserved historic sites or museums. Amount requested under this category: \$ _____

f) Expenses including promotional expenses, directly related to a sporting event in which the majority of participants are tourists. The event must substantially increase economic activity at hotels within the city or its vicinity. Amount requested under this category: \$ _____

How many individuals are expected to participate in the sporting related event? _____

How many of the participants at the sporting related event are expected to be from another city or county? _____

Quantify how the sporting related event will substantially increase economic activity at hotels within the city or its vicinity?

g) Funding transportation systems for transporting tourists from hotels to and near the city to any of the following destinations: 1) the commercial center of the city; 2) a convention center in the city; 3) other hotels in or near the city; and 4) tourist attractions in or near the city. Amount requested under this category: \$ _____

What sites or attractions will tourists be taken to by this transportation? _____

Will members of the general public (non-tourists) be riding on this transportation? _____

What percentage of the ridership will be local citizens? _____

h) Signage directing tourists to sights and attractions that are visited frequently by hotel guests in the municipality. Amount requested under this category: \$ _____

What tourist attractions will be the subject of the signs?



Questions for All Funding Request Categories:

- How many years have you held this Event or Project: 2 (1st year all funds were run thru the City's 50k account.)
- Expected Attendance: 3000
- How many people attending the Event or Project will use City of Lockhart hotels? 100-200
Number of the people many nights will they stay: 1-3
- Do you reserve a room block for this event at an area hotel and if so, for how many rooms and at which hotels: We have not done so for previous events but will try to this year. The Best Western was full & sold out for the last event in 2019. They have 42 rooms, other B&B's were also full with our guests.
- List other years (over the last three years) that you have hosted your Event or Project with amount of assistance given from HOT and the number of hotel rooms used:

Month/Year Held	Assistance Amount	Number of Hotel Rooms Used
<u>2018 Sept</u>	<u>0</u>	<u>unk</u>
<u>2019 Sept</u>	<u>1,387.06</u>	<u>42 + B&B's</u>
<u>2020 Sept (cancelled)</u>	<u>1,750 approved</u>	<u>0 (cancelled)</u>

- How will you measure the impact of your event on area hotel activity (e.g.; room block usage information, survey of hoteliers, etc.)? We will call hotels after the event to find out how many rooms they booked for the Swing Fest guests as we did for this application. Also will call area B&B's
- Please list other organization, government entities, and grants that have offered financial support to your project: None



8. Will the event charge admission? Do you anticipate a net profit from the event? If there is a net profit, what is the anticipated amount and how will it be used?

This event netted about \$35. in 2018 and had a \$1200 loss in 2019. The Friday night dinner event @ \$30/person sold out. Saturday all day events are FREE to the public. There will be reserved seats @ \$15/person as last time. 175 were sold. There is a Sunday brunch @ \$25/person.

9. Please list all promotion efforts your organization is coordinating and the amount financially committed to each media outlet:

Newspaper: \$ 500
 Radio: \$ 0
 TV: \$ 0
 Other Paid Advertising: \$ 8000

Number of Press Releases to Media 44-50
 Number Direct Mailings to out-of-town recipients 500

Other Promotions 1000 Posters & 1800 Flyers
Magazine Ad - 800.00; Face Book Ads = 700;
own a Street Banner @ \$27; Postcards, flyers & posters will be hand delivered to 60 other Swing Festivals around the state and to San Antonio & Austin

10. Will you include a link to local hotels on your website for booking during this event? Specifically, Yes

11. Will you negotiate a special rate or hotel/event package to attract overnight stays?
Already have the Best Western @ 10 room w/ 20% disc. AAA & AARP off the same discounts.

12. What new marketing initiatives will you utilize to promote hotel and convention activity for this event?

Our previous promotion of area lodging was very well done with photos and links to all hotels, motels and B+B's.

13. What geographic areas does your advertising and promotion reach: Texas primarily.

We had visitors/participants from Arizona, Arkansas, Louisiana, Oklahoma, California, Great Britain, and South Africa. Most said they heard of it thru social media



14. How many individuals will your proposed marketing reach who are located in another city or county? 1000's

15. If the funding requested is related to a permanent facility (e.g. museum, visitor center):

Expected Attendance Monthly/Annually: _____

Percentage of those in attendance that are staying at area hotels/lodging facilities: _____%

Please Submit no later than February 28, 2020

to:

City of Lockhart HOT Advisory Board
c/o Finance Department
P.O. Box 239
Lockhart, TX 78644



Caldwell County Historic Jail Museum

\$4,000

Application

Date: 01/11/2021 (for 2021)

Organization Information

Name of Organization: Caldwell County Historic Jail Museum & Visitors Center
(Operated by: Caldwell County Historical Commission)

Address: 314 East Market Street (Mailing Address: PO Box 1419)

City, State, Zip: Lockhart, TX 78644

Contact Name: Coyle Buhler Contact Phone Number: 512-376-8636

Web Site Address for Event or Sponsoring Entity: <http://caldwellcountyhistoricalcommission.org/home.html>
(<https://m.facebook.com/CaldwellCountyHistoricalCommission/>)

Non-Profit or For-Profit status: Non-Profit Tax ID #: 74-0750132

Entity's Creation Date: 1974

Purpose of your organization: Heritage Tourism. Strategically located and highly visible, the Jail Museum & Visitors Center will attract, entertain and educate over 2,000 tourists and visitors throughout a typical non-pandemic year with Tourism-related information, public interpretive exhibits, outreach programs and special events. To promote heritage tourism, the Jail Museum & Visitors Center collects, identifies, and preserves historical material pertaining to the rich history of Lockhart, Caldwell County, and its residents. The Jail Museum & Visitors Center collection consists of the historic jail building, local area relevant historic artifacts, photographs, books, documents and maps. The Jail Museum & Visitors Center is operated by the Caldwell County Historical Commission. (See attached proposal, information and budget).

Event Information

Name of Event or Project: Caldwell County Historic Jail Museum & Visitors Center

Date of Event or Project: 2021 (Full Year)

Primary Location of Event or Project: 314 East Market Street, Lockhart, TX 78644

Amount Requested: \$ 4,000

How will the funds be used: On weekends, when the Chambers of Commerce and many other points of interest are closed, the Jail Museum & Visitors Center will support the community tourism-related efforts as a visible tourist attraction, providing brochures and other local information to visiting tourists. The funds



will be used to partially offset the cost of a docent, tourism-related information materials, and City of Lockhart utilities expenses (See attached budget info). The Jail Museum & Visitors Center does not intend to replace, but augment, the one primary designated visitors center for the City of Lockhart.

Primary Purpose of Funded Activity/Facility: Over 90% of our over 2,000 weekend visitors in a typical non-pandemic year are tourists from outside Caldwell County. In the past, the Jail Museum & Visitors Center has hosted visitors from 144 different Texas cities and 37 different states. Also, the Jail Museum & Visitors Center has hosted international tourists representing over 45 foreign countries. The Jail Museum & Visitors Center is a community non-profit operation supported by many dedicated volunteers. It depends on and appreciates all donations, both large and small. The vast majority of support activities for the Jail Museum & Visitor Center are performed by unpaid volunteers, when it is not open to the public. Over 1639 hours of volunteer work were documented in 2019. A paid docent is on duty to welcome and inform all guests during hours of public operation. The requested HOT funds will be used to partially offset the cost of the paid docent and direct tourism related operating expenses. (See attached 2021 budget)

Percentage of Hotel Tax Support of Related Costs: "Costs" are only tourism-related (see attached budget)

38.0 Percentage of Total Event Costs Covered by Hotel Occupancy Tax (Includes "Staff Costs")

1.2 Percentage of Total Facility Costs Covered by Hotel Occupancy Tax for the Funded Event

100.0 Percentage of Staff Costs Covered by Hotel Occupancy Tax for the Funded Event
(Staff Costs are limited to the cost for a Docent to only perform tourism-related duties)

If staff costs are covered, estimate percentage of time staff spends annually on the funded event(s) compared to other activities 100 % (The Docent's only function is tourism-related)

Which Category or Categories Apply to Funding Request, and Amount Requested Under Each Category:

- a) **Convention Center or Visitor Information Center:** construction, improvement, equipping, repairing, operation, and maintenance of convention center facilities or visitor information centers, or both. Amount requested under this category: \$ -0.00- [see item (e) below]. ♦
- b) **Registration of Convention Delegates:** furnishing of facilities, personnel, and materials for the registration of convention delegates or registrants. Amount requested: \$ _____
- c) **Advertising, Solicitations, Promotional programs to attract tourists and convention delegates** or registrants to the municipality or its vicinity. Amount requested under this category: \$ _____



d) Promotion of the Arts that Directly Enhance Tourism and the Hotel & Convention Industry: the encouragement, promotion, improvement, and application of the arts that can be shown to have some direct impact on tourism and the hotel/convention industry. The impact may be that the art facility or event can show hotel nights that are booked due to their events or that guests at hotels attend the arts event. Eligible forms of art include instrumental and vocal music, dance, drama, folk art, creative writing, architecture, design and allied fields, painting, sculpture photography, graphic and craft arts, motion picture, radio, television, tape and sound recording, and other arts related to the presentation, performance, execution, and exhibition of these major art forms : \$_____

e) Historical restoration and preservation projects or activities or advertising and conducting solicitation and promotional programs to encourage tourists and convention delegates to visit preserved historic sites or museums. Amount requested under this category: \$ 4,000

f) Expenses including promotional expenses, directly related to a sporting event in which the majority of participants are tourists. The event must substantially increase economic activity at hotels within the city or its vicinity. Amount requested under this category: \$_____

How many individuals are expected to participate in the sporting related event? _____

How many of the participants at the sporting related event are expected to be from another city or county? _____

Quantify how the sporting related event will substantially increase economic activity at hotels within the city or its vicinity?

g) Funding transportation systems for transporting tourists from hotels to and near the city to any of the following destinations: 1) the commercial center of the city; 2) a convention center in the city; 3) other hotels in or near the city; and 4) tourist attractions in or near the city. Amount requested under this category: \$_____

What sites or attractions will tourists be taken to by this transportation? _____

Will members of the general public (non-tourists) be riding on this transportation? _____

What percentage of the ridership will be local citizens? _____

h) Signage directing tourists to sights and attractions that are visited frequently by hotel guests in the municipality. Amount requested under this category: \$_____

What tourist attractions will be the subject of the signs?



Questions for All Funding Request Categories:

1. How many years have you held this Event or Project: 37 (Started In 1983, excluding most of 2020)
2. Expected Attendance: Over 2,000
3. How many people attending the Event or Project will use City of Lockhart hotels? ?
Number of the people many nights will they stay: ?

4. Do you reserve a room block for this event at an area hotel and if so, for how many rooms and at which hotels: No. Very seldom does an out-of-town visitor book lodging in advance just to visit only a museum or visitors center. But, many of the visitors to the Jail Museum & Visitors Center come exclusively to witness, learn and discover the rich history of Lockhart and Caldwell County. While doing so, the visitors are directed by the Docent to local lodging, restaurants, and many other points of interest in the area. Consistently, over 90% of the registered weekend visitors are from outside Caldwell County and ideal prospects for over-night lodging. Many are from another state, or another country, and in need of lodging. The Jail Museum & Visitor Center is the only area facility with comprehensive visitors information open on the weekend.

5. List other years (over the last three years) that you have hosted your Event or Project with amount of assistance given from HOT and the number of hotel rooms used:

Month/Year Held	Assistance Amount	Number of Hotel Rooms Used
<u>2020</u>	<u>\$ -0.00-</u>	<u>?</u>
<u>2019</u>	<u>\$1,040.29</u>	<u>?</u>
<u>2018</u>	<u>\$1,530.27</u>	<u>?</u>
<u>2017</u>	<u>\$1,734.87</u>	<u>?</u>

6. How will you measure the impact of your event on area hotel activity (e.g.; room block usage information, survey of hoteliers, etc.)? The Jail Museum & Visitors Center attempts to register each and every visitor. Approximately 15% fail to register. We will add questions on the visitor registration form to include over-night lodging statistical information.
7. Please list other organization, government entities, and grants that have offered financial support to your project: The Jail Museum & Visitors Center is a community non-profit operation supported by many dedicated volunteers. It depends on and appreciates all donations, both



large and small. The Jail Museum & Visitors Center was closed to the public most of 2020 due to the COVID-19 pandemic. Donations fell to a total of only \$1,095.25 in the year 2020. This sum is well below the operational costs of maintaining the building, even when closed to the public. Caldwell County supports the Jail Museum & Visitors Center by providing the historic jail building with periodic minor maintenance at no cost. In addition, Caldwell County has provided a total of \$3,000 cash over the past three years to supplement operating costs. The organization's principal fund raiser was canceled for 2020. In October of prior years, typically over 400 additional visitors come to Lockhart from around central Texas to the very popular and successful "Speaking of the Dead: Night Ramblings in a Texas Graveyard". It is a twilight and after-dark historical cemetery tour, where visitors meet many "Kindred Spirits" that have "come back from the grave" to tell their personal stories about the historic Lockhart area. The Caldwell County Historical Commission sponsors this Jail Museum & Visitors Center outreach to raise donated funds for the benefit of the Jail Museum & Visitors Center preservation expenses. This out-reach program brings many additional tourists to Lockhart and is the primary fund-raising activity to fund the Jail Museum & Visitor Center preservation budget.

8. Will the event charge admission? Do you anticipate a net profit from the event? If there is a net profit, what is the anticipated amount and how will it be used?

An admission donation of \$4 for adults and \$1 for children is suggested for a tour of the Museum exhibits and upper floors containing the historic jail cells. There has not been a Visitor Center annual operating funds surplus since beginning operations.

9. Please list all promotion efforts your organization is coordinating and the amount financially committed to each media outlet: The Jail Museum & Visitors Center does not have funds to engage in paid advertizing.

Newspaper: \$ _____
 Radio: \$ _____
 TV: \$ _____
 Other Paid Advertising: \$ _____

Number of Press Releases to Media 10-12
 Number Direct Mailings to out-of-town recipients 0

10. Other Promotions: (RE: #7 above) In an October fund raiser, typically over 400 additional visitors come to Lockhart from around central Texas to the very popular and successful "Speaking of the Dead: Night Ramblings in a Texas Graveyard". Also, to promote and



publicize local attractions to tourists from outside of Lockhart, the historic jail building has been made available to multiple film groups and to paranormal research groups that conducted experiments in an attempt to detect any "ghosts" or "spirits". We have continued to be featured on "Day Tripper" television program. The Jail Museum & Visitors Center has been featured in numerous publications, including the *Texas Hill Country Magazine*. Annually, volunteers conduct several weekday educational tours for K-12 and university classes, Boy Scout troops, and Chamber of Commerce bus tours. In the past, the Jail Museum & Visitors Center participated and was one of the featured stops on the annual homes tour conducted by the local Beta Sigma Phi service sorority. These out-reach programs bring many additional tourists and visitors to Lockhart.

11. Will you include a link to local hotels on your website for booking during this event?
Yes, if authorized and provided.

12. Will you negotiate a special rate or hotel/event package to attract overnight stays? ___
We will promote any special rates offered by local lodging through existing platforms.

13. What new marketing initiatives will you utilize to promote hotel and convention activity for this event? We will include local lodging info on existing platforms and with in-house displays of provided materials and information.

14. What geographic areas does your advertising and promotion reach: Worldwide, through the internet. As a recent (2019) example, groups from Australia and Oregon came to Lockhart exclusively to visit the Lockhart Cemetery, Jail Museum, and area historic sites on family heritage trips. The Jail Museum & Visitor Center aided in the visitors' trip planning, research and coordination. All was completed both via internet and in-person at the Jail Museum & Visitor Center. In the past, the Jail Museum & Visitors Center has hosted and registered visitors from 144 different Texas cities, 37 different states, and 45 foreign countries.

15. How many individuals will your proposed marketing reach who are located in another city or county? Over 1,800 in-person (90% based on 2019 stats) and thousands via the internet.

16. If the funding requested is related to a permanent facility (e.g. museum, visitor center):

Expected Attendance Monthly/Annually: Over 2,000 / distributed fairly equally over the year.

Percentage of those in attendance that are staying at area hotels/lodging facilities: ? %

Note: Consistently, over 90% of the registered weekend visitors to the Jail Museum & Visitors Center are from outside Caldwell County and ideal prospects for local over-night lodging. We do not have any current data as to the number or percent that are staying in local lodging facilities.



**HISTORIC CALDWELL COUNTY JAIL MUSEUM
&
VISITORS CENTER**



HERITAGE TOURISM

**HISTORIC CALDWELL COUNTY JAIL MUSEUM
&
VISITORS CENTER
Lockhart, Texas**

Operated by
**CALDWELL COUNTY
HISTORICAL COMMISSION**

**MISSION STATEMENTS
OF
THE HISTORIC CALDWELL COUNTY JAIL MUSEUM & VISITORS CENTER**

Located in the City of Lockhart, the mission of the Historic Caldwell County Jail Museum & Visitors Center is to promote heritage tourism for the economic benefit of Lockhart and surrounding Caldwell County, by preserving, exhibiting and sponsoring the recorded and material history of the area.

Strategically located and highly visible, the Jail Museum & Visitors Center will attract, entertain and educate over 2,000 tourists and visitors throughout a typical non-pandemic year with tourist-related information, public interpretive exhibits, outreach programs and special events.

On weekends, when the Chambers of Commerce and many other points of interest are closed, the Jail Museum & Visitors Center will support the community tourist-related efforts as a visible tourist attraction, providing brochures and other local information to visiting tourists. The Jail Museum & Visitors Center will augment, not replace, the City's primary visitors center.

The Jail Museum will collect, identify, and preserve historical material pertaining to the rich history of Lockhart, Caldwell County, and its residents and visitors. The Jail Museum collection will consist of the historic jail building, local area relevant historic artifacts, photographs, books, documents and maps.

REQUEST FOR A HOTEL OCCUPANCY TAX FUND ALLOCATION

We respectfully request an amount of \$4,000 from the prospective allocation of the Hotel Occupancy Tax Fund. This money will be allocated exclusively for the tourism related operational expenses of the Visitors Center, such as a portion of the personnel (docent) expense for public operation, tourism-related info, and the City of Lockhart utility expenses.

**HISTORIC CALDWELL COUNTY JAIL MUSEUM
&
VISITORS CENTER
Lockhart, Texas**

Operated by
CALDWELL COUNTY HISTORICAL COMMISSION

Annual Funds Recap: Over the past calendar year, the Historic Caldwell County Jail Museum & Visitor Center received **zero** funding from the City's annual Hotel Occupancy Tax Fund distribution. That amount was substantially below the distributions in prior years. A total distribution of **\$4,000** was anticipated and requested for the coming year. **The total amount received from the Hotel Occupancy Tax Fund distribution will be used to partially off-set the personnel and operational expense of a docent, who welcomes and informs guests during hours of public operation.** The Jail Museum & Visitor Center is a community non-profit operation.

Tax Fund Allocation Request: The total Jail Museum & Visitor Center tourism-related operating expenses are budgeted at \$10,420 for the upcoming fiscal year (budget attached). The personnel (docent) direct costs for the year alone are budgeted at \$3,960. Any short-fall in the Jail Museum & Visitors Center tourist-related operating budget must be made-up from donations and year-round fund raising activities, such as a historical cemetery tour.

For the coming fiscal year, we respectfully request \$4,000 from the Hotel Occupancy Tax Fund distribution. This money will be allocated exclusively for the tourism-related operational expenses of the Jail Museum & Visitors Center, such as the personnel (docent) expenses for public operation and City of Lockhart utility expenses. An increase over the past distribution would help overcome pandemic and weather related short-falls in fund raising for operations and allow us to improve the tourist-related public operation and our heritage tourism programming.

Jail Museum & Visitors Center Tourism Benefits: The Lockhart area history and heritage are its greatest assets. The Jail Museum & Visitors Center stands tall as a strategically located and highly visible focal point for weekend tourists and visitors to Lockhart. As pandemic precautions allow, the Visitors Center will be open every weekend when most tourists are in the area. It will be open on Saturdays and Sundays, when many other local tourist information locations are closed. Also, many times volunteers are able to accommodate special requests for tours during the week. The Visitors Center operation interacts with a large variety of groups of tourists and local public throughout the year.

In a typical non-pandemic year, the Visitors Center receives over 2,000 guests. In 2019 the Visitors Center had 1,397 registered visitors distributed fairly evenly throughout the year. Of this total, 1,260 registered as from out-of-town. This indicates that over 90% of our weekend visitors were tourists from outside the Lockhart area. In the past, the Visitors Center has hosted visitors from 144 different Texas cities and 37 different states, including as far-away as Alaska and Connecticut. Also, the Visitors Center has hosted international tourists representing over 45 foreign countries (including: Japan, South Korea, China, Russia, Philippines, Singapore, Indonesia, Australia, New Zealand, India, Bangladesh, Ukraine, Russia, Germany, Denmark,

Sweden, Finland, Turkey, Greece, Hungary, France, Italy, Spain, Israel, England, Scotland, Ireland, Kenya, Nigeria, Argentina, Venezuela, Colombia, Ecuador, Nicaragua, Guatemala, Barbados, Puerto Rico, Jamaica, Mexico and Canada).

To promote and publicize local attractions to tourists from outside of Lockhart, the historic jail building has been made available to multiple film groups and to a paranormal research group that conducted experiments in an attempt to detect any “ghosts”. We have continued to be featured on the “Day Tripper” television program and the *Texas Hill Country Magazine*. Every time the Jail Museum is featured, Lockhart and the Jail Museum & Visitors Center receive a great response with increased out-of-town visitors. To promote and publicize local attractions year-round to tourists and visitors already in Lockhart, the Jail Museum Visitors Center will continue to distribute appropriate local tourism brochures made available to us by various groups.

Jail Museum & Visitors Center Heritage Tourism Outreach: In October of each non-pandemic year, typically over 400 additional visitors come to Lockhart from around central Texas to the very popular and successful “Speaking of the Dead: Night Ramblings in a Texas Graveyard”. It is a twilight and after-dark historical cemetery tour, where visitors meet many “Kindred Spirits” that have “come back from the grave” to tell their personal stories about the historic Lockhart area. The Caldwell County Historical Commission sponsors this Jail Museum & Visitors Center outreach for the benefit for the Jail Museum & Visitors Center. It brings many additional tourists to Lockhart and is the primary fund-raising activity for the Jail Museum & Visitors Center.

Volunteer Support Activities: The Jail Museum & Visitors Center is a community non-profit operation supported by many dedicated volunteers. It depends on and appreciates all donations, both large and small. The vast majority of support activities for the Jail Museum & Visitor Center are performed by unpaid volunteers outside the posted hours of public operation. Over 1639 volunteer hours were documented for 2019. In addition to the activities previously mentioned, we have conducted several educational tours for K-12 and university classes, Boy Scout troops, and Chamber of Commerce bus tours. These and other outreach programs bring many additional tourists and visitors to Lockhart.

In addition to tourist-related operations, the historic Jail Museum building is undergoing a multi-year program of planned restoration and preservation as funds become available from specific grants and donations. Not any Hotel Occupancy Tax funds have been allocated to construction, improvement or maintenance projects. These activities are scheduled during non-public hours and do not interfere with the Visitors Center’s beneficial tourist-related operation.

Thank You: On behalf of the Historic Caldwell County Jail Museum & Visitors Center, I would like to thank the City Council for its foresight and funding in the past years. We encourage you to continue your support this coming year, for this great tourist destination and information center. The Jail Museum & Visitors Center offers a great economic benefit to the entire community.

Respectfully submitted,

Coyle Buhler, Chair
Caldwell County Historical Commission
Historic Caldwell County Jail Museum & Visitors Center

HISTORIC CALDWELL COUNTY JAIL MUSEUM and VISITORS CENTER

<u>TOURISM RELATED OPERATING EXPENSES:</u>	<u>2019 Actual</u>	<u>2021 Budget</u>
Docent	\$3,540.12	\$3,960.00
City of Lockhart - Utilities	2,399.88	3,260.00
Telephone	558.38	600.00
Insurance - Liability	1,057.98	1,080.00
Chisholm Trail Roundup (Longhorns)	0	150.00
Cemetery Tour Operational Supplies & Expenses	238.00	300.00
Supplies, Guides, Brochures, Visitor Info, etc.	543.92	1,070.00
TOTAL TOURISM RELATED EXPENSES	\$8,338.28	\$10,420.00

MUSEUM RESTORATION / PRESERVATION PROJECTED EXPENSES:

Window Repairs/Replacements	\$21,205.00
Electrical Repairs	4,000.00
Air Conditioning Replacement/Upgrades	9,000.00
Plumbing Repairs/Upgrades	5,000.00
Museum Signage Additions/Replacement	1,000.00
Painting /Repairs - Interior	4,000.00
Museum Displays	2,500.00
Graffiti Recording/Preservation	400.00
Inventory/Records	2,300.00
Third Floor Archive Storage Space Upgrades	5,000.00
Security Cameras, Electronics, Miscellaneous Supplies and Maintenance	4,169.00
TOTAL PRESERVATION BUDGET	\$58,574.00

SW Museum of Clocks & Watches

\$2,500

Application

Date: 12/31/2020
~~2/26/2020~~

Organization Information

Name of Organization: SW Museum of Clocks & Watches

Address: 109 E. San Antonio St.

City, State, Zip: Lockhart, TX 78644

Contact Name: Gene Galbraith Contact Phone Number: 512-658-3853

Web Site Address for Event or Sponsoring Entity www.swmuseumofclocks.org

Non-Profit or For-Profit status: Non-profit Tax ID #: 26-0367426

Entity's Creation Date: August, 2007

Purpose of your organization: Promote the Horological Arts through exhibits and educational programs for all ages.

Event Information

Name of Event or Project: Year round

Date of Event or Project: Year round

Primary Location of Event or Project: 109 E. San Antonio

Amount Requested: \$2,500⁰⁰

How will the funds be used: Printing Brochures. Promotional items. Poster Printing. Website Maintenance.



Primary Purpose of Funded Activity/Facility:

Promotion of the Horological Arts.
Exhibits of various clocks & watches
Education Programs for kids & adults.
Media development.

Percentage of Hotel Tax Support of Related Costs

2% Percentage of Total Event Costs Covered by Hotel Occupancy Tax

0% Percentage of Total Facility Costs Covered by Hotel Occupancy Tax for the Funded Event

0% Percentage of Staff Costs Covered by Hotel Occupancy Tax for the Funded Event

If staff costs are covered, estimate percentage of time staff spends annually on the funded event(s) compared to other activities N/A %

Which Category or Categories Apply to Funding Request, and Amount Requested Under Each Category:

- a) **Convention Center or Visitor Information Center:** construction, improvement, equipping, repairing, operation, and maintenance of convention center facilities or visitor information centers, or both. Amount requested under this category: \$ N/A
- b) **Registration of Convention Delegates:** furnishing of facilities, personnel, and materials for the registration of convention delegates or registrants. Amount requested under this category: \$ N/A
- c) **Advertising, Solicitations, Promotional programs to attract tourists and convention delegates or registrants to the municipality or its vicinity.** Amount requested under this category: \$ ~~7500~~ 2500⁰⁰
- d) **Promotion of the Arts that Directly Enhance Tourism and the Hotel & Convention Industry:** the encouragement, promotion, improvement, and application of the arts that can be shown to have some direct impact on tourism and the hotel/convention industry. The impact may be that the art facility or event can show hotel nights that are booked due to their events or that guests at hotels attend the arts event. Eligible forms of art include instrumental and vocal music, dance, drama, folk art, creative writing, architecture, design and allied fields, painting, sculpture photography, graphic and craft arts, motion picture, radio, television, tape and sound recording,



and other arts related to the presentation, performance, execution, and exhibition of these major art forms : \$ 2,500⁰⁰

e) Historical restoration and preservation projects or activities or advertising and conducting solicitation and promotional programs to encourage tourists and convention delegates to visit preserved historic sites or museums. Amount requested under this category: \$ N/A

f) Expenses including promotional expenses, directly related to a sporting event in which the majority of participants are tourists. The event must substantially increase economic activity at hotels within the city or its vicinity. Amount requested under this category: \$ N/A

How many individuals are expected to participate in the sporting related event? N/A

How many of the participants at the sporting related event are expected to be from another city or county? N/A

Quantify how the sporting related event will substantially increase economic activity at hotels within the city or its vicinity?

N/A

g) Funding transportation systems for transporting tourists from hotels to and near the city to any of the following destinations: 1) the commercial center of the city; 2) a convention center in the city; 3) other hotels in or near the city; and 4) tourist attractions in or near the city. Amount requested under this category: \$ N/A

What sites or attractions will tourists be taken to by this transportation? N/A

Will members of the general public (non-tourists) be riding on this transportation? N/A

What percentage of the ridership will be local citizens? N/A

h) Signage directing tourists to sights and attractions that are visited frequently by hotel guests in the municipality. Amount requested under this category: \$ 150⁰⁰

What tourist attractions will be the subject of the signs?

World Class Museum of Clocks.



Questions for All Funding Request Categories:

1. How many years have you held this Event or Project: 15 yr.
2. Expected Attendance: Annual - 3,500.
3. How many people attending the Event or Project will use City of Lockhart hotels? 4 est.
Number of the people many nights will they stay: 4 est.
4. Do you reserve a room block for this event at an area hotel and if so, for how many rooms and at which hotels: NO.

5. List other years (over the last three years) that you have hosted your Event or Project with amount of assistance given from HOT and the number of hotel rooms used:

Month/Year Held	Assistance Amount	Number of Hotel Rooms Used
<u>2017-2020</u>	<u>APPROX \$2,000⁰⁰</u>	<u>est. 5.</u>
_____	_____	_____
_____	_____	_____

6. How will you measure the impact of your event on area hotel activity (e.g.; room block usage information, survey of hoteliers, etc.)? Registration Log.
7. Please list other organization, government entities, and grants that have offered financial support to your project: None.



8. Will the event charge admission? Do you anticipate a net profit from the event? If there is a net profit, what is the anticipated amount and how will it be used?

No Admission,

9. Please list all promotion efforts your organization is coordinating and the amount financially committed to each media outlet:

Newspaper: \$ 0
Radio: \$ 0
TV: \$ 0
Other Paid Advertising: \$ 0

Number of Press Releases to Media 0

Number Direct Mailings to out-of-town recipients 0

Other Promotions Brochure/Website

10. Will you include a link to local hotels on your website for booking during this event?

Have not done that. Will explore.

11. Will you negotiate a special rate or hotel/event package to attract overnight stays?

Possibly.

12. What new marketing initiatives will you utilize to promote hotel and convention activity for this event?

None planned.

13. What geographic areas does your advertising and promotion reach: website, intl.



14. How many individuals will your proposed marketing reach who are located in another city or county? UNKNOWN

15. If the funding requested is related to a permanent facility (e.g. museum, visitor center):

Expected Attendance Monthly/Annually: Monthly - 120. Annually - 1,500.

Percentage of those in attendance that are staying at area hotels/lodging facilities: 01 %

Please Submit no later than February 28, 2020

to:

City of Lockhart HOT Advisory Board
c/o Finance Department
P.O. Box 239
Lockhart, TX 78644



City of Lockhart, Texas

Council Agenda Item Briefing Data

COUNCIL MEETING DATE: February 16, 2021

AGENDA ITEM CAPTION: Discussion and/or action to consider the 2020 Racial Profiling Report of the Lockhart Police Department.

ORIGINATING DEPARTMENT AND CONTACT: Police Dept., Chief Ernest Pedraza, 512-398-4401

ACTION REQUESTED:

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

BACKGROUND/SUMMARY/DISCUSSION:

About Law Enforcement Agency Requirements

The State law requires collection of information relating to motor vehicle stops in which a ticket, citation, or warning is issued and to arrests made because of those stops. In addition, the state law requires:

- 1) A comparative analysis of the information compiled:
 - a. Evaluate and compare the number of motor vehicle stops, within the applicable jurisdiction, of persons who are recognized as racial or ethnic minorities and persons who are not recognized as racial or ethnic minorities.
 - b. Examine the disposition of motor vehicle stops made by officers employed by the agency, categorized according to the race or ethnicity of the affected persons, as appropriate, including any searches resulting from stops within the applicable jurisdiction; and
 - c. Evaluate and compare the number of searches resulting from motor vehicle stops within the applicable jurisdiction and whether contraband or other evidence was discovered during those searches and whether the individual detained consented to the search.
 - d. Information relating to each complaint filed with the agency alleging that a peace officer employed by the agency has engaged in racial profiling.
 - e. Whether the peace officer knew the race or ethnicity of the individual detained before detaining that individual.
 - f. Whether the peace officer used physical force that resulted in bodily injury, as that term is defined by Section 1.07, Penal Code, during the stop.
 - g. Location of the stops.
 - h. The reason for the stops.

The Annual Racial Profiling Comprehensive Report contains the 2020 motor vehicle stops data compiled by the Lockhart Police Department (LPD). The department maintains a strong stance against racial profiling. The policy and practice are to provide law enforcement services and to enforce the law equally and fairly without discrimination toward any individuals or group. In 2020, the LPD had a complaint process where any allegations of racial profiling could be brought forward for investigation.

Also attached are the following reports that provide details about the LPD's compliance with racial profiling: 1) Full Racial Profiling Report (as submitted to Texas Commission on Law Enforcement-TCOLE on February 10, 2021); and 2) 2020 Racial Profiling Report Comparative Analysis.


STAFF RECOMMENDATION/REQUESTED MOTION: Approve the 2020 Racial Profiling Report as submitted to TCOLE.

LIST OF SUPPORTING DOCUMENTS: 2020 Racial Profiling Report as submitted to TCOLE., Comparative Analysis report, and 2020 Annual Racial Profiling Comprehensive Report.

Department Head initials:

CC for EP

City Manager's Review:



Racial Profiling Report | Full

Agency Name: LOCKHART POLICE DEPT.
Reporting Date: 02/10/2021
TCOLE Agency Number: 055201

Chief Administrator: ERNESTO PEDRAZA

Agency Contact Information:
Phone: (512) 398-4401
Email: epedraza@tps.lockhart-tx.org

Mailing Address:
214 BUFKIN LN.
LOCKHART, TX 78644

This Agency filed a full report

LOCKHART POLICE DEPT. has adopted a detailed written policy on racial profiling. Our policy:

- 1) clearly defines acts constituting racial profiling;
- 2) strictly prohibits peace officers employed by the LOCKHART POLICE DEPT. from engaging in racial profiling;
- 3) implements a process by which an individual may file a complaint with the LOCKHART POLICE DEPT. if the individual believes that a peace officer employed by the LOCKHART POLICE DEPT. has engaged in racial profiling with respect to the individual;
- 4) provides public education relating to the agency's complaint process;
- 5) requires appropriate corrective action to be taken against a peace officer employed by the LOCKHART POLICE DEPT. who, after an investigation, is shown to have engaged in racial profiling in violation of the LOCKHART POLICE DEPT. policy;
- 6) requires collection of information relating to motor vehicle stops in which a warning or citation is issued and to arrests made as a result of those stops, including information relating to:
 - a. the race or ethnicity of the individual detained;
 - b. whether a search was conducted and, if so, whether the individual detained consented to the search;
 - c. whether the peace officer knew the race or ethnicity of the individual detained before detaining that individual;
 - d. whether the peace officer used physical force that resulted in bodily injury during the stop;
 - e. the location of the stop;
 - f. the reason for the stop.
- 7) requires the chief administrator of the agency, regardless of whether the administrator is elected, employed, or appointed, to submit an annual report of the information collected under Subdivision (6) to:
 - a. the Commission on Law Enforcement; and
 - b. the governing body of each county or municipality served by the agency, if the agency is an agency of a county, municipality, or other political subdivision of the state.

The LOCKHART POLICE DEPT. has satisfied the statutory data audit requirements as prescribed in Article 2.133(c),

Code of Criminal Procedure during the reporting period.

Executed by: Ernesto Pedraza
Chief of Police

Date: 02/10/2021

Total stops: 3565

Street address or approximate location of the stop

City street	2542
US highway	794
County road	10
State highway	210
Private property or other	9

Was race or ethnicity known prior to stop?

Yes	11
No	3554

Race / Ethnicity

Alaska Native / American Indian	8
Asian / Pacific Islander	25
Black	379
White	1469
Hispanic / Latino	1684

Gender

Female	1351
Alaska Native / American Indian	3
Asian / Pacific Islander	4
Black	135
White	601
Hispanic / Latino	608
Male	2214
Alaska Native / American Indian	5
Asian / Pacific Islander	21
Black	244
White	868
Hispanic / Latino	1076

Reason for stop?

Violation of law	141
Alaska Native / American Indian	0
Asian / Pacific Islander	1
Black	12
White	71

Hispanic / Latino	57
Preexisting knowledge	6
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	2
Hispanic / Latino	4
Moving traffic violation	1819
Alaska Native / American Indian	4
Asian / Pacific Islander	18
Black	179
White	826
Hispanic / Latino	792
Vehicle traffic violation	1599
Alaska Native / American Indian	4
Asian / Pacific Islander	6
Black	188
White	570
Hispanic / Latino	836
Was a search conducted?	
Yes	199
Alaska Native / American Indian	0
Asian / Pacific Islander	1
Black	22
White	64
Hispanic / Latino	112
No	3366
Alaska Native / American Indian	8
Asian / Pacific Islander	24
Black	357
White	1405
Hispanic / Latino	1572
Reason for Search?	
Consent	8
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	3

Hispanic / Latino	5
Contraband	17
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	12
Hispanic / Latino	5
Probable	154
Alaska Native / American Indian	0
Asian / Pacific Islander	1
Black	19
White	46
Hispanic / Latino	88
Inventory	16
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	3
White	2
Hispanic / Latino	11
Incident to arrest	4
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	1
Hispanic / Latino	3

Was Contraband discovered?

Yes **153**

Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	11
White	55
Hispanic / Latino	87

No **46**

Alaska Native / American Indian	0
Asian / Pacific Islander	1
Black	11
White	9
Hispanic / Latino	25

Did the finding result in arrest?

(total should equal previous column)

Yes	0	No	0
Yes	0	No	0
Yes	1	No	10
Yes	20	No	35
Yes	34	No	53

144

Description of contraband	
Drugs	128
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	9
White	43
Hispanic / Latino	76
Weapons	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
Currency	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
Alcohol	29
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	11
Hispanic / Latino	18
Stolen property	3
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	2
Hispanic / Latino	1
Other	13
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	4
Hispanic / Latino	7
Result of the stop	
Verbal warning	0

Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
Written warning	2528
Alaska Native / American Indian	6
Asian / Pacific Islander	16
Black	282
White	1092
Hispanic / Latino	1132
Citation	944
Alaska Native / American Indian	2
Asian / Pacific Islander	8
Black	90
White	352
Hispanic / Latino	492
Written warning and arrest	68
Alaska Native / American Indian	0
Asian / Pacific Islander	1
Black	6
White	18
Hispanic / Latino	43
Citation and arrest	25
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	1
White	7
Hispanic / Latino	17
Arrest	93
Alaska Native / American Indian	0
Asian / Pacific Islander	1
Black	7
White	25
Hispanic / Latino	60
Arrest based on	
Violation of Penal Code	48
Alaska Native / American Indian	0
Asian / Pacific Islander	0

Black	0
White	16
Hispanic / Latino	32
Violation of Traffic Law	4
Alaska Native / American Indian	0
Asian / Pacific Islander	1
Black	1
White	2
Hispanic / Latino	0
Violation of City Ordinance	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
Outstanding Warrant	41
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	6
White	7
Hispanic / Latino	28

Was physical force resulting in bodily injury used during stop?

Yes	1
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	1
No	3564
Alaska Native / American Indian	8
Asian / Pacific Islander	25
Black	379
White	1469
Hispanic / Latino	1683

Number of complaints of racial profiling

Total	0
Resulted in disciplinary action	0
Did not result in disciplinary action	0

Submitted electronically to the



The Texas Commission on Law Enforcement

Lockhart Police Department

Annual Racial Profiling Comprehensive Report: 2020



Introduction

This report contains the 2020 motor vehicle stops data compiled by the Lockhart Police Department. The department maintains a strong stance against racial profiling; the policy and practice are to provide law enforcement services and to enforce the law equally and fairly without discrimination toward any individuals or group. In 2020 Lockhart Police department had a complaint process where any allegations of racial profiling can be brought forward for investigation.

The report contains the following:

- Motor vehicle stops - by year and by race / ethnicity.
- └ Was race or ethnicity known prior to stop.
- └ Was search conducted.
- └ Searches resulting from those stops - by year, by race/ethnicity and by type; and
- └ Search results ("hit rate") - by year and by race/ethnicity.

Changes in this year's reporting:

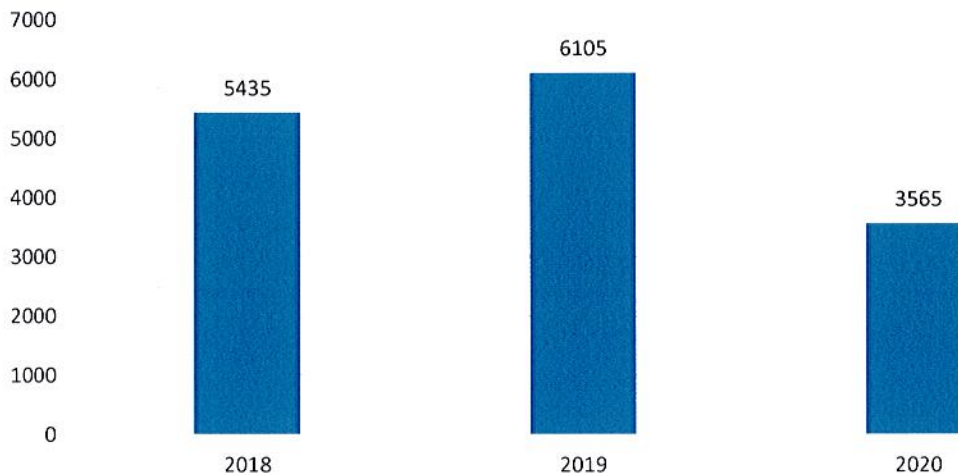
There were no changes in 2020 to Racial Profiling policy or report methodology. The racial profiling law's definition for "race or ethnicity" condensed to include only: Alaska native or American Indian; Asian or Pacific Islander; Black; White; and Hispanic or Latino. T.C.O.L.E. does not establish guidelines on how to report races outside its definition. Therefore, LPD has chosen to exclude these stops from the report to T.C.O.L.E. to preserve the actual counts of the reportable races.

This full report will continue to provide a more comprehensive representation of LPD stop and search data and include a comparative analysis of all traffic stops.

Motor vehicle stops.

As shown in the following chart, motor vehicle stops decreased 42% from 2019 to 2020. This decline was due to several limitations on officers' availability: a vacancy rate for patrol officers averaging 20% for 2020; and the COVID 19 pandemic, which limited officers' traffic enforcement.

Chart 1: Motor Vehicle Stops by Year



Stops by race/ethnicity in 2020 was like that seen in 2019.

Table 1: Motor Vehicle Stops by Race/Ethnicity

Race/Ethnicity	2018 Stops		2019 Stops		2020 Stops		Ethnic/Racial Breakdown
	Count	% of Total	Count	% of total	Count	% of total	
White	2420	44%	2764	45.28%	1469	41.19%	36.10%
Hispanic	2471	45%	2716	44.50%	1684	47.23%	53.30%
Black	500	9%	570	9.33%	379	10.64%	7.60%
Asian	32	.58%	38	.62%	25	.70%	2.8%
Native American	12	.22%	15	.24%	8	.22%	.40%

Was race or ethnicity known prior to stop?

- Yes – 11 = .30%
- No -3554 = 99.69%

Searches resulting from motor vehicle stops:

The number of searches resulting from motor vehicle stops increased 19.87%: from 166 in 2019 to 199 in 2020. The search rate (searches as a percent of stops) was 5.5% during 2020, up slightly from 2.7% during 2019 and 2.4% in 2018.

Chart 2: Searches by Year

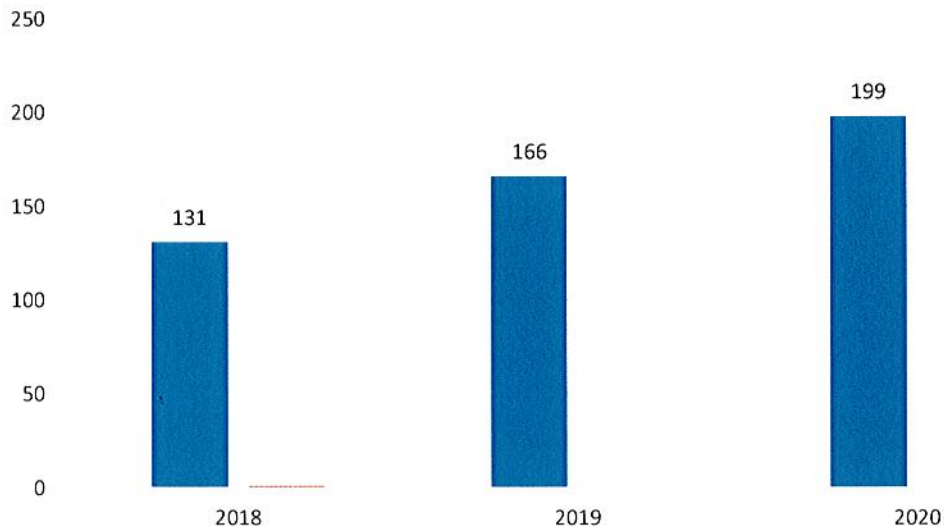


Table 2: Searches by Race/Ethnicity

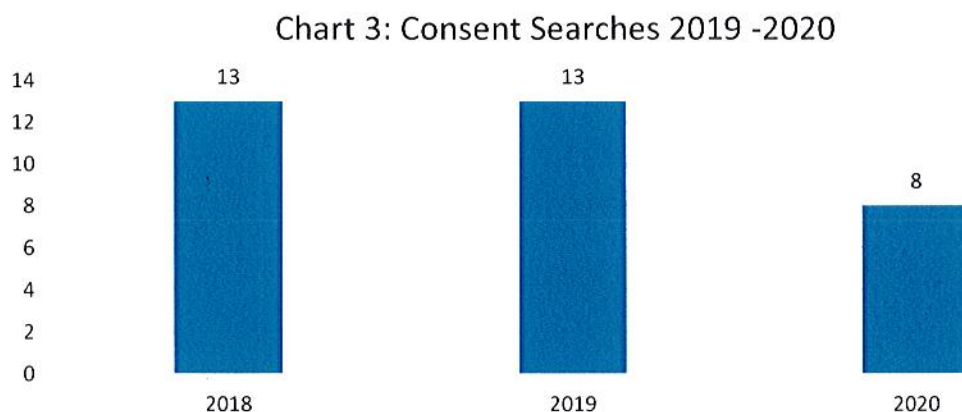
Race/Ethnicity	2018 Searches		2019 Searches		2020 Searches		Ethnic/Racial Breakdown
	Count	% of total	Count	% of total	Count	% of total	
White	34	26%	59	35.54%	64	31.65%	36.10%
Hispanic	70	53%	85	51.20%	112	56.28%	53.30%
Black	26	20%	22	13.25%	22	11.05%	7.60%
Asian	1	.76%	N/A	N/A	1	.50%	2.8%
Native American	N/A	N/A	N/A	N/A	N/A	N/A	.40%

Consent searches resulting from motor vehicle stops.

Searches that result from motor vehicle stops can be categorized as consent or non-consent searches:

- Consent searches occur when the officer asks for permission to conduct the search and the citizen consents to be searched. Under most circumstances, a driver must give permission for a search in writing before a consent search can be initiated.
- Non-consent searches occur after an arrest or if the officer develops probable cause. Probable cause requires reasonable grounds to suspect a person has committed or is committing a crime and gives an officer the legal authority to search without consent.

Consent searches have been consistent the last three years and decreased slightly from 13 in 2019 to 8 in 2020.



LPD Policy on (Search and Seizure, Consent) reinforces that officers should be deliberate when making search decisions:

Officers should be aware that overuse of the consent search can negatively impact the Department's relationship with our community and only request a consent search when they have an articulable reason why they believe the search is necessary and likely to produce evidence related to an investigation.

Searches search type and race/ethnicity.

The tables below show searches by type (consent, non-consent) and race/ethnicity. The number of non-consent searches remained the vast majority at 96% of total searches for 2020. The number of non-consent searches for 2019 are 92% of total searches. The number of non-consent searches for 2018 are 90% of total searches.

Table 3a: Search Types by Race/Ethnicity (2020)

Race/Ethnicity	Consent Search		Non-Consent Search	
	Count	% of total	Count	% of total
White	3	37.5%	61	31.94%
Hispanic	5	62.5	107	56.02%
Black	N/A	N/A	22	11.52%
Asian	N/A	N/A	1	.52%
Native American	N/A	N/A	N/A	N/A
Total	8	100%	191	100%

Table 3b: Search Types by Race/Ethnicity (2019)

Race/Ethnicity	Consent Search		Non-Consent Search	
	Count	% of total	Count	% of total
White	5	38.46%	54	35.3%%
Hispanic	8	61.54%	77	50.4%
Black	N/A	N/A	22	14.3%
Asian	N/A	N/A	N/A	N/A
Native American	N/A	N/A	N/A	N/A
Total	13	100%	153	100%

Table 3c: Search Types by Race/Ethnicity (2018)

Race/Ethnicity	Consent Search		Non-Consent Search	
	Count	% of total	Count	% of total
White	5	38.46%	29	24.57%
Hispanic	7	53.84%	63	53.38%
Black	1	7.69%	25	21.18
Asian	N/A	N/A	1	.84%
Native American	N/A	N/A	N/A	N/A
Total	13	100%	118	100%

Searches resulting from motor vehicle stops productive rates.

Productive searches are searches where contraband is found (e.g., drugs or weapons). The table below shows that, for all searches, productivity was 63% in 2018, 67% in 2019 and 77% in 2020.

Table 4: Productive Search Rates – All Searches

Race/Ethnicity	2018			2019			2020		
	Hits	Searches	Hit Rate	Hits	Searches	Hit Rate	Hits	Searches	Hit Rate
White	26	34	76.47%	48	59	81%	55	64	86%
Hispanic	40	70	57.14%	47	85	55%	87	104	78%
Black	16	26	61.53%	17	22	77%	11	22	50%
Asian	1	1	100%	N/A	N/A	N/A	N/A	1	100%
Native American	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Total	83	131	63%	112	166	67%	153	199	77%

The table below shows that total consent searches produced a hit rate of 25%. Consent search hit rates are based on increasingly smaller counts each year; variability across races/ethnicities does not indicate a meaningful trend.

Table 5: Productive Search Rates - CONSENT Searches

Race/Ethnicity	2018			2019			2020		
	Hits	Searches	Hit Rate	Hits	Searches	Hit Rate	Hits	Searches	Hit Rate
White	4	5	80%	2	5	40%	1	3	33%
Hispanic	1	7	14.28%	2	8	25%	1	5	20%
Black	0	1	0	N/A	N/A	N/A	N/A	N/A	N/A
Asian	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Native American	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Total	5	13	38.46%	4	13	31%	2	8	25%

Lockhart Police Department

2020 Racial Profiling Report Comparative Analysis

Total Traffic Stops by Lockhart Police Department = 3565 100%

U.S. Census Bureau 2019 American Community Survey Population and Racial & Ethnic Breakdown

Population Estimate of Lockhart 14,333

Traffic Stops Comparative Analysis

.01 Gender:Female = 1351 37.90% 54.20%
 a. Alaska Native/ American Indian = 3 0.22%
 b. Asian/Pacific Islander = 4 0.30%
 c. Black = 135 9.99%
 d. White = 600 44.41%
 e. Hispanic/Latino = 608 45.00%

Gender: Male = 2214 62.10% 45.80%
 a. Alaska Native/ American Indian = 5 0.23%
 b. Asian/Pacific Islander = 21 0.95%
 c. Black = 244 11.02%
 d. White = 867 39.16%
 e. Hispanic/Latino = 1074 48.51%

Total = 3565

.02 Race or Ethnicity

a. Alaska Native/ American Indian = 8 0.22% 0.40%
 b. Asian/Pacific Islander = 25 0.70% 2.80%
 c. Black = 379 10.63% 7.60%
 d. White = 1469 41.21% 36.10%
 e. Hispanic/Latino = 1684 47.24% 53.30%

Total = 3565

Lockhart Police Department

2020 Racial Profiling Report Comparative Analysis

.03 Was Race or Ethnicity known prior to Stop				
a.	NO	=	3554	99.69%
b.	YES	=	11	0.31%
Total	=		3565	
.04 Reason for Stop				
c.	Moving Traffic Violations	=	1819	
i.	Alaska Native/ American Indian		4	0.22% 0.40%
ii.	Asian/Pacific Islander		18	0.99% 2.80%
iii.	Black		179	9.84% 7.60%
IV	White		826	45.41% 36.10%
V	Hispanic/Latino		792	43.54% 53.30%
b.	Pre-Existing Knowledge		6	
i.	Alaska Native/ American Indian		0	0.00% 0.40%
ii.	Asian/Pacific Islander		0	0.00% 2.80%
iii.	Black		0	0.00% 7.60%
IV	White		2	33.33% 36.10%
V	Hispanic/Latino		4	66.67% 53.30%
d.	Vehicle Traffic Violation	=	1599	
i.	Alaska Native/ American Indian		4	0.25% 0.40%
ii.	Asian/Pacific Islander		6	0.38% 2.80%
iii.	Black		188	11.76% 7.60%
IV	White		570	35.65% 36.10%
V	Hispanic/Latino		831	51.97% 53.30%
a.	Violation of Law	=	141	
i.	Alaska Native/ American Indian	=	0	0.00% 0.40%
ii.	Asian/Pacific Islander		1	0.71% 2.80%
iii.	Black		12	8.51% 7.60%
IV	White		71	50.35% 36.10%
V	Hispanic/Latino		57	40.43% 53.30%
Total	=		3565	

Lockhart Police Department

2020 Racial Profiling Report Comparative Analysis

.05 Location of Stop:

a.	City Street	=	2542	71.30%
b.	US Highway	=	794	22.27%
c.	County Road	=	10	0.28%
d.	State Highway	=	210	5.89%
e.	Private Property or Other	=	9	0.25%

Total = 3565

.06 Was a Search conducted:

a.	No	=	3366		
	i. Alaska Native/ American Indian		8	0.24%	0.40%
	ii. Asian/Pacific Islancer		24	0.71%	2.80%
	iii. Black		357	10.61%	7.60%
	IV White		1405	41.74%	36.10%
	V Hispanic/Latino		1572	46.70%	53.30%
b.	Yes	=	199		
	i. Alaska Native/ American Indian		0	0.00%	0.40%
	ii. Asian/Pacific Islancer		1	0.50%	2.80%
	iii. Black		22	11.06%	7.60%
	IV White		64	32.16%	36.10%
	V Hispanic/Latino		112	56.28%	53.30%

Total = 3565

.07 Reason for Search

a.	Consent	=	8	4.02%
	i. Alaska Native/ American Indian		0	0.00%
	ii. Asian/Pacific Islancer		0	0.00%
	iii. Black		0	0.00%
	IV White		3	37.50%
	V Hispanic/Latino		5	62.50%

Lockhart Police Department

2020 Racial Profiling Report Comparative Analysis

b.	Contraband in Pain View	=	17		8.54%	
	i. Alaska Native/ American Indian		0		0.00%	0.40%
	ii. Asian/Pacific Islancer		0		0.00%	2.80%
	iii. Black		0		0.00%	7.60%
	IV White		12		70.59%	36.10%
	V Hispanic/Latino		5		29.41%	53.30%
c.	Incident to Arrest	=	4		2.01%	
	i. Alaska Native/ American Indian		0		0.00%	0.40%
	ii. Asian/Pacific Islancer		0		0.00%	2.80%
	iii. Black		0		0.00%	7.60%
	IV White		1		25.00%	36.10%
	V Hispanic/Latino		3		75.00%	53.30%
d.	Inventory	=	16		8.04%	
	i. Alaska Native/ American Indian		0		0.00%	0.40%
	ii. Asian/Pacific Islancer		0		0.00%	2.80%
	iii. Black		3		18.75%	7.60%
	IV White		2		12.50%	36.10%
	V Hispanic/Latino		11		68.75%	53.30%
e.	Probable Cause	=	154		58.79%	
	i. Alaska Native/ American Indian		0		0.00%	0.40%
	ii. Asian/Pacific Islancer		1		0.65%	2.80%
	iii. Black		19		12.34%	7.60%
	IV White		46		29.87%	36.10%
	V Hispanic/Latino		88		57.14%	53.30%

Total = 199

Lockhart Police Department

2020 Racial Profiling Report Comparative Analysis

.08 Was Contraband Discovered:

a. Yes	=	153		77%	
i. Alaska Native/ American Indian		0	0.00%	0.40%	
ii. Asian/Pacific Islander		0	0.00%	2.80%	
iii. Black		11	7.19%	7.60%	
IV White		55	35.95%	36.10%	
V Hispanic/Latino		87	56.86%	53.30%	
b. No		46		23%	
i. Alaska Native/ American Indian		0	0.00%	0.40%	
ii. Asian/Pacific Islander		1	2.17%	2.80%	
iii. Black		11	23.91%	7.60%	
IV White		9	19.57%	36.10%	
V Hispanic/Latino		25	54.35%	53.30%	

Total = 199

.09 Description of Contraband

a. Drugs	=	128			
i. Alaska Native/ American Indian		0	0.00%	0.40%	
ii. Asian/Pacific Islander		0	0.00%	2.80%	
iii. Black		9	7.03%	7.60%	
IV White		43	33.59%	36.10%	
V Hispanic/Latino		76	59.38%	53.30%	
b. Currency	=	0			
c. Weapons	=	0			
d. Alcohol		29			
i. Alaska Native/ American Indian		0	0.00%	0.40%	
ii. Asian/Pacific Islander		0	0.00%	2.80%	
iii. Black		0	0.00%	7.60%	
IV White		11	37.93%	36.10%	

Lockhart Police Department

2020 Racial Profiling Report Comparative Analysis

	V Hispanic/Latino	18	62.07%	53.30%
e.	Stolen Property	3		
	i. Alaska Native/ American Indian	0	0.00%	0.40%
	ii. Asian/Pacific Islander	0	0.00%	2.80%
	iii. Black	0	0.00%	7.60%
	IV White	2	66.67%	36.10%
	V Hispanic/Latino	1	33.33%	53.30%
f.	Other	13		
	i. Alaska Native/ American Indian	0	0.00%	0.40%
	ii. Asian/Pacific Islander	0	0.00%	2.80%
	iii. Black	2	15.38%	7.60%
	IV White	4	30.77%	36.10%
	V Hispanic/Latino	7	53.85%	53.30%
Total	=	173		

10. Result of Stop

a.	Citation	944		
	i. Alaska Native/ American Indian	2	0.21%	0.40%
	ii. Asian/Pacific Islander	8	0.85%	2.80%
	iii. Black	90	9.53%	7.60%
	IV White	352	37.29%	36.10%
	V Hispanic/Latino	492	52.12%	53.30%
b.	Citation and Arrest	25		
	i. Alaska Native/ American Indian	0	0.00%	0.40%
	ii. Asian/Pacific Islander	0	0.00%	2.80%
	iii. Black	1	4.00%	7.60%
	IV White	7	28.00%	36.10%
	V Hispanic/Latino	17	68.00%	53.30%
c.	Written Warning	2528		
	i. Alaska Native/ American Indian	6	0.24%	0.40%

Lockhart Police Department

2020 Racial Profiling Report Comparative Analysis

ii. Asian/Pacific Islander	16	0.63%	2.80%
iii. Black	282	11.16%	7.60%
IV White	1,092	43.20%	36.10%
V Hispanic/Latino	1,132	44.78%	53.30%
d. Written Warning and Arrest	68		
i. Alaska Native/ American Indian	0	0.00%	0.40%
ii. Asian/Pacific Islander	1	1.47%	2.80%
iii. Black	6	8.82%	7.60%
IV White	18	26.47%	36.10%
V Hispanic/Latino	43	63.24%	53.30%
Total	=		3565

Lockhart Police Department

2020 Racial Profiling Report Comparative Analysis

11. Arrest Based on

a.	Outstanding Warrant	41		
	i. Alaska Native/ American Indian	0	0.00%	0.40%
	ii. Asian/Pacific Islander	0	0.00%	2.80%
	iii. Black	6	14.63%	7.60%
	IV White	7	17.07%	36.10%
	V Hispanic/Latino	28	68.29%	53.30%
b.	Violation of Penal Code	48		
	i. Alaska Native/ American Indian	0	0.00%	0.40%
	ii. Asian/Pacific Islander	0	0.00%	2.80%
	iii. Black	0	0.00%	7.60%
	IV White	16	33.33%	36.10%
	V Hispanic/Latino	32	66.67%	53.30%
	b. Violation of Traffic Law	4		
	i. Alaska Native/ American Indian	0	0.00%	0.40%
	ii. Asian/Pacific Islander	1	25.00%	2.80%
	iii. Black	1	25.00%	7.60%
	IV White	2	50.00%	36.10%
	V Hispanic/Latino	0	0.00%	53.30%

Total = 93

12. Was Physical Force Used Resulting in Bodily Injury Used During Stop?

a.	No	3564		
	i. Alaska Native/ American Indian	8	0.22%	0.40%
	ii. Asian/Pacific Islander	25	0.70%	2.80%
	iii. Black	379	10.63%	7.60%
	IV White	1469	41.22%	36.10%
	V Hispanic/Latino	1683	47.22%	53.30%
b.	Yes	1		
	i. Alaska Native/ American Indian	0	0.00%	0.40%

Lockhart Police Department

2020 Racial Profiling Report Comparative Analysis

	ii. Asian/Pacific Islander	0	0.00%	2.80%
	iii. Black	0	0.00%	7.60%
	IV White	0	0.00%	36.10%
	V Hispanic/Latino	1	100.00%	53.30%
Total	=	3565		

13. Was Arrest due to Contraband Found?

	i. Alaska Native/ American Indian	0		0.40%
	ii. Asian/Pacific Islander	0		2.80%
	iii. Black	1		7.60%
	IV White	20		36.10%
	V Hispanic/Latino	34		53.30%
Total	=	55		

14. Total number of Racial Profiling complaints received 0

Report Date Completed

2/1/2021

City of Lockhart, Texas
Council Agenda Item
Briefing Data

COUNCIL MEETING DATE: February 16, 2021

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.

Mayor's statement on reduced business capacity in Caldwell County

At 12:01 a.m. on Wednesday, January 13, 2021 the provisions of Governor Greg Abbott's Executive Order GA-32 that suspend elective surgeries, close bars and reduce business capacity to 50 percent go into effect in Lockhart and Caldwell County. This is occurring because under GA-32, these specific provisions take effect when a Trauma Service Area has seven consecutive days in which the number of COVID-19 hospitalized patients as a percentage of total capacity exceeds 15 percent. This has been the case in Trauma Service Area O, which includes Caldwell County. These provisions will be lifted once our Trauma Service Area's COVID-19 hospitalized patient ratio remains below 15 percent for seven days. While we wait for the population to receive the vaccine, it is imperative that we continue to take care of ourselves and each other by socially distancing, wearing face coverings in public, and practicing good hygiene.

COVID Relief Fund update

On January 19, 2021, the Council voted to offer a six-month forbearance to businesses that received a COVID-19 Recovery Loan in 2020. Council re-opened the COVID Relief Grants to small businesses for \$5,000 per business that qualifies. Restaurants and bars that are affected by the Governor's order will earn higher points on the application process.

Non-compliance of local businesses regarding face coverings

During the February 2, 2021 meeting, the consensus of the Council was to direct staff to conduct a compliance inspection of local businesses. There was also discussion about considering citations to habitual non-compliant businesses. Attached is a report by Fire Chief Jenkins with an update regarding local businesses complying with COVID-19 protocols.

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


STAFF RECOMMENDATION/REQUESTED MOTION: None.

LIST OF SUPPORTING DOCUMENTS:

Resolution 2020-20, GA-32, Judge Haden and Mayor White's Statements about reduced business capacity in Caldwell County and report by Chief Jenkins providing a COVID-19 Protocol Compliance Business Survey.

Department Head initials:

City Manager's Review:


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Lockhart Fire Rescue Memorandum



To: Steven Lewis; City Manager
From: Randy Jenkins; Fire Chief
Date: February 12, 2021
Subject: COVID-19 Protocol Compliance Business Survey

Public safety performed a COVID-19 safety protocols compliance survey of businesses in Lockhart from February 10, thru 12, 2021. Overall businesses are complying with the Governor's Executive Order G-29 (face covering, dated July 2, 2020) and the cities Resolution (2020-20, dated September 1, 2020) requiring all businesses to post face covering notice at entrance. Survey data was collected from 14 businesses to include convenience stores, restaurants, and retail. Surveys typically were done in the afternoon and evening. Summary of survey data follows;

- Face Covering Sign Posted: Yes: 15 No: 0 Percent Compliance: 100%
- Staff Wearing Mask: Yes: 14 No: 1 Percent Compliance: 93%
- Occupancy # Posted: Yes: 7 No: 0 Percent Compliance: 100%
- Occupancy in Compliance: Yes: 7 No: 0 Percent Compliance: 100%

Occupancy Limits: Restaurants 75% - Bars 50%

W.R. Jenkins
Fire Chief / EMC
Lockhart Fire Rescue



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 or 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.

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



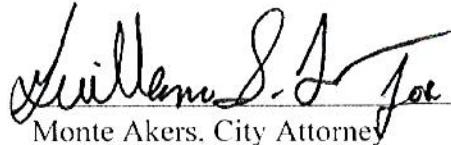
Lew White, Mayor

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.



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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SECRETARY OF STATE
3pm O'CLOCK

OCT 07 2020

172

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;

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OCT 07 2020

173

- 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.

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

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.

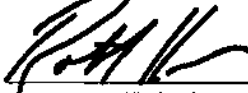

GREG ABBOTT
Governor

FILED IN THE OFFICE OF THE
SECRETARY OF STATE
3pm O'CLOCK

OCT 07 2020

176

ATTESTED BY:



RUTH R. HUGHS
Secretary of State

FILED IN THE OFFICE OF THE
SECRETARY OF STATE
3pm O'CLOCK

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177

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- [Community - Home](#)
- [Events Calendar](#)
- [Education](#)
- [Healthcare](#)
- [Community News](#)
- [Senior Citizen Activities Center](#)

Quicklinks

- [City Departments](#)
- [City Government](#)
- [Community](#)
- [Downloads](#)
- [History](#)
- [Visitors](#)

Lockhart Community News

Mayor's statement on reduced business capacity in Caldwell County

01/12/2021



At 12:01 a.m. on Wednesday, January 13, the provisions of Governor Greg Abbott's Executive Order GA-32 that suspend elective surgeries, close bars and reduce business capacity to 50 percent go into effect in Lockhart and Caldwell County.

This is occurring because under GA-32, these specific provisions take effect when a Trauma Service Area has seven consecutive days in which the number of COVID-19 hospitalized patients as a percentage of total capacity exceeds 15 percent. This has been the case in Trauma Service Area O, which includes Caldwell County.

These provisions will be lifted once our Trauma Service Area's COVID-19 hospitalized patient ratio remains below 15 percent for seven days.

While we wait for the population to receive the vaccine, it is imperative that we continue to take care of ourselves and each other by socially distancing, wearing face coverings in public, and practicing good hygiene. Stay safe and please, be patient. Over time, the light at the end of the tunnel will get brighter as we move closer to the pandemic's finish line.

Hoppy Haden
County Judge
512 398-1808

Angela Rawlinson
County Treasurer
512 398-1800

Barbara A. Gonzales
County Auditor
512 398-1801

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

01-11-2021

On October 8, 2020, Governor Greg Abbott issued Executive Order GA-32 to reopen certain venues to 75% capacity and allow resumption of elective surgeries in certain counties. Counties that reside in Trauma Service Areas (TSAs) with high COVID-19 hospitalizations are excluded from these reopenings.

Under GA-32, 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.

TSA O, which includes Caldwell County, has met or exceeded this threshold. As a result, the provisions of GA-32 suspending elective surgeries, closing bars, and reducing business capacity to 50% will go into effect in Caldwell County on Wednesday, January 13th, 2021 at 12:01 a.m.

Issued by the Office of the Caldwell County Judge on January 11, 2021 at 2 PM.

A handwritten signature in blue ink, appearing to read "Hoppy Haden", is written over a faint, larger signature.

Hoppy Haden
Caldwell County Judge

LIST OF BOARD/COMMISSION VACANCIES

Updated: February 3, 2021

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
Kristopher Krueger	LHPC Library Parks	December 21, 2020	District 3
Elizabeth Pickett	To be determined	December 21, 2020	District 3

January - December 2020
and
Current 2021 Board Attendance Rpts
are attached

<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, is amended to read as follows:</i> 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, is amended to read as follows:</i> 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 filed 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>

<p>NOTES: Lockhart Economic Dev Corp</p>	<p>LEDC Bylaws – Article II. Board of Directors</p> <p>Section 1. Powers, Number and Term of Office</p> <ul style="list-style-type: none"> 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>NOTES: ORDINANCE RE: ALL BOARD, COMMISSION APPOINTMENTS</p>	<p>Sec. 2-209. – Rules for appointment. The city council hereby sets the following rules:</p> <ul style="list-style-type: none"> (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. <p>Section 2-210. Method of selection; number of members; terms.</p> <ul style="list-style-type: none"> (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. <p>Sec. 2-212. Removal and resignation of members.</p> <ul style="list-style-type: none"> (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.

182

<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>

681

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
- v. 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.

h81

COUNCILMEMBER BOARD/COMMISSION APPOINTMENTS

Councilmember	Board/Commission	Appointee	Date Appointed
Mayor Lew White	Airport Board Board of Adjustment Construction Board Eco Dev. Corp. ½ Cent Sales Tax Electric Board Historical Preservation Library Board Parks and Recreation Planning & Zoning ETJ Rep-Impact Fee Adv Comm	John Hinneckamp Mike Annas Raymond DeLeon Alan Fielder, Vice-Chair Joe Colley, Chair John Lairsen Stephanie Riggins Karla Tate Ron Peterson Larry Metzler	01/19/21 01/19/21 01/19/21 01/19/21 01/19/21 01/19/21 01/19/21 02/02/21 01/19/21 01/19/21
District 1 – Juan Mendoza	Airport Board Board of Adjustment Construction Board Eco Dev. Corp, ½ Cent Sales Tax Electric Board Historical Preservation Library Board Parks and Recreation Planning & Zoning	Larry Burrier Lori Rangel Mike Votce Dyrat Thomas Frank Gomillion Christine Ohlendorf Shirley Williams Linda Thompson-Bennett Chris St. Leger	03/07/17 03/07/17 12/17/19 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	Airport Board Board of Adjustment Construction Board Eco Dev. Corp. ½ Cent Sales Tax Electric Board Historical Preservation Library Board Parks and Recreation Planning & Zoning	Todd Blomerth Juan Juarez Oscar Torres Umesh Patel James Briceno Ron Faulstich Quartermetra Hughes James Torres Manuel Oliva	05/05/20 10/20/20 10/20/20 10/20/20 10/20/20 10/20/20 10/20/20 10/20/20 10/20/20

185

COUNCILMEMBER BOARD/COMMISSION APPOINTMENTS

District 3 -- Kara McGregor	Airport Board Board of Adjustment Construction Board 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 Sally Daniel John Voigt Ronda Reagan Jean Clark Fox, Chair Warren Burnett Philip McBride, Chair	02/06/18 12/19/17 12/05/17 01/19/21 01/05/21 01/19/21 01/19/21 01/19/21 01/19/21 01/19/21
District 4 - Jeffry Michelson	Airport Board Board of Adjustment Construction Board 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 Doug Foster Ian Stowe Michel Royal Donaly Brice Russell Wheeler Rick Arnic	03/07/17 12/15/20 12/05/17 11/17/20 12/15/20 07/07/20 12/15/20 12/15/20 12/15/20
Mayor Pro-Tem (At-Large) – Angie Gonzales-Sanchez	Airport Board Board of Adjustment Construction Board Eco Dev. Corp. ½ Cent Sales Tax Historical Preservation Library Board Parks and Recreation Planning & Zoning	Andrew Reyes Laura Cline, Chair Paul Martinez Alfredo Munoz Ray Ramsey Jodi King Chris Schexnayder Philip Ruiz, Vice-Chair	01/07/20 01/07/20 01/07/20 01/07/20 07/07/20 01/07/20 03/07/17 01/07/20

981

COUNCILMEMBER BOARD/COMMISSION APPOINTMENTS

<p>At-Large - Brad Westmoreland</p>	<p>Airport Board Board of Adjustment Construction Board (Alternate) Eco Dev. Corp. ½ Cent Sales Tax Historical Preservation Library Board Parks and Recreation Planning & Zoning</p>	<p>Jayson "Tex" Cordova Severo Castillo Gary Shafer Frank Estrada Richard Thomson Rebecca Lockhart Dennis Placke Brad Lingvai</p>	<p>02/04/20 02/04/20 02/04/20 02/04/20 02/04/20 02/04/20 02/04/20 02/04/20</p>
	<p>Charter Review Commission (Five member commission) Term 24 months after appointment</p>	<p>Ray Sanders Bill Hernandez Roland Velvin Elizabeth Raxter Alan Fielder</p>	<p>03/01/16 – Michelson 03/01/16 – Michelson 03/01/16 – Michelson 03/01/16 – Hilburn 03/15/16 – Hilburn</p>
	<p>Sign Review Committee (no longer meeting)</p>	<p>Gabe Medina Neto Madrigal Terry Black Kenneth Sneed Johnny Barron, Jr. Tim Clark</p>	<p>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</p>
	<p>Parks Master Plan Steering Committee (8-10 members)</p>	<p>Albert Villalapando Dennis Placke Nita McBride Rebecca Pulliam Bernie Rangel Derrick David Bryant Beverly Anderson Carl Ohlendorf Beverly Hill</p>	<p>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</p>

181

COUNCILMEMBER BOARD/COMMISSION APPOINTMENTS

	<p>Church Property Ad-hoc Committee (7 members)</p>	<p>Amelia Smith Jackie Westmoreland Todd Blomerth Andy Govea Terry Black Jane Brown Raymond DeLeon Dyral Thomas</p>	<p>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</p>
	<p>Wayfinding Signage and Community Branding Ad-Hoc Committee (5 members)</p> <p>THIS COMMITTEE WAS - RE-ESTABLISHED ON MARCH 5, 2019</p>	<p>Roy Watson Ronda Reagan Sally Daniel Rob Ortiz Bobby Herzog</p>	<p>03/05/19 03/05/19 03/05/19 03/05/19 03/05/19 Appointed by Mayor with consensus of Council</p>
	<p>IHOT Advisory Bd</p>	<p>Ray Sanders Alfredo Munoz Archana "Archie" Gandhi Roxanne Rix Steve Lewis and Pam Larison Sally Daniel (Alternate) Janet Grigar (Alternate)</p>	<p>All members appointed by consensus of the Council on 12/03/2019</p>

881

**0 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>
11/2/2020 - No Meeting								
December 7, 2020 - No Meeting								

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%

**City of Lockhart 2021 Board of Adjustment
Attendance for a 12-Month Period**

Meeting Date:	Chair Cline	Vice-Chair Clark	Annas	Castillo	Reeder	Rangel	Juarez	Smith Alternate
January 4, 2021 - No Meeting								
2/1/2021 - No Meeting								
March 1, 2021								

Number of meetings:								
Present:								
% Absent:	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

190

CITY OF LOCKHART							
CONSTRUCTION BOARD OF APPEALS							
BOARD ATTENDANCE REPORT - 2020							
APPOINTING COUNCIL MEMBER							
	JERRY WEST (12/03/2013) (01/05/2017)	RAYMOND DELEON (6/4/2019)	RICK WINNETT, JR. (04/19/2016) (01/05/2017)	GARY SHAFER (08/18/2015)	MICHAEL VOETEE (10/4/2016)	PAUL MARTINEZ (03/07/2017)	OSCAR TORRES (05/15/2017)
Member Title:	County Resident			Alternate			
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	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
November 19, 2020	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
December 3, 2020	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
December 17, 2020	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG

CITY OF LOCKHART							
CONSTRUCTION BOARD OF APPEALS							
BOARD ATTENDANCE REPORT - 2021							
APPOINTING COUNCIL MEMBER							
	JERRY WEST (12/03/2013) (01/05/2017)	RAYMOND DELEON (6/4/2019)	RICK WINNETT, JR. (04/19/2016) (01/05/2017)	GARY SHAFER (08/18/2015)	MICHAEL VOETEE (10/4/2016)	PAUL MARTINEZ (03/07/2017)	OSCAR TORRES (05/15/2017)
Member Title:	County Resident			Alternate			
Meeting Date:	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
January 7, 2021	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
January 21, 2021 (No Quorum)	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
February 4, 2021	P	A	P	P	P	A	P
February 18, 2021							
March 4, 2021							
March 18, 2021							
April 1, 2021							
April 15, 2021							
May 6, 2021							
May 20, 2021							
June 3, 2021							
June 17, 2021							
July 1, 2021							
July 15, 2021							
August 5, 2021							
August 19, 2021							
September 2, 2021							
September 16, 2021							
October 7, 2021							
October 21, 2021							
November 4, 2021							
November 18, 2021							
December 2, 2021							
December 16, 2021							
Total # Meetings:	1	1	1	1	1	1	1

192

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
Alfredo Munoz	Frank Entrada	Sally Daniel	Dyral Thomas	Umesh Patel	Alan Fielder	Morris Alexander/Doug Foster

Meeting Date:	Appt. - July 2019	Appt. - July 2019	Appt - June 2019	Appt. - July 2019	Appt. - August 2018	Appt. - July 2019	Appt. - July 2019
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 18, 2020	P	P	P	A	A	P	P
September 14, 2020	P	P	P	A	P	P	P
October 19, 2020	P	A	P	P	P	P	A
November 9, 2020	P	P	P	A	P	A	P
December 1, 2020	P	P	P	P	P	P	P
December 14, 2020	A	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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193

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:					
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	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
November 19, 2020	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
December 3, 2020	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
December 17, 2020	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG

CITY OF LOCKHART					
ELECTRIC BOARD OF APPEALS					
BOARD ATTENDANCE REPORT - 2021					
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:					
January 7, 2021	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
January 21, 2021	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
February 4, 2021	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
February 18, 2021					
March 4, 2021					
March 18, 2021					
April 1, 2021					
April 15, 2021					
May 6, 2021					
May 20, 2021					
June 3, 2021					
June 17, 2021					
July 1, 2021					
July 15, 2021					
August 5, 2021					
August 19, 2021					
September 2, 2021					
September 16, 2021					
October 7, 2021					
October 21, 2021					
November 4, 2021					
November 18, 2021					
December 2, 2021					
December 16, 2021					
Total # Meetings:	0	0	0	0	0

2/16

**City of Lockhart 2020 -LHPC
Attendance for a 12-Month Period**

	CORPUS	LAIRSEN	ALVAREZ	FAULSTICH	REAGAN	THOMSON	GILLIS	OHLENDORF	RAMSEY	ROYAL	McCORMICK
Meeting Date:	RMVD 03/18/2020	APPOINTED 12/19/2017	RESGND 03/17/20	APPOINTED 03/07/17			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			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 25, 2020	REMVD	P		A	P	P	NOT APPNTED	NOT APPNTED			P
April 1, 2020		P		P	P	P	NOT APPNTED	NOT APPNTED	NOT APPNTD TO COMMSN	NOT APPNTD TO COMMSN	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			NO MTG
May 13, 2020		P		P	P	A		NOT APPNTED			P
June 3, 2020		P		P	P	A		NEW APPNTED			P
June 17, 2020		P		P	P	P		P			P
July 1, 2020		NO MTG		NO MTG	NO MTG	NO MTG		NO MTG			
July 15, 2020		NO MTG		NO MTG	NO MTG	NO MTG		NO MTG	NO MTG	NO MTG	
August 5, 2020	REMVD	P	RESGND	A	P	P		P	P	P	
August 19, 2020		NO MTG		NO MTG	NO MTG	NO MTG	DECLINED 04/30/2020	NO MTG	NO MTG	NO MTG	
September 2, 2020		P		A	P	A		P	P	P	
September 16, 2020		A		A	P	P		P	P	A	
September 30, 2020		P		P	P	P		P	P	P	RESGND
October 7, 2020		P		P	P	A		P	P	P	
October 21, 2020		NO MTG		NO MTG	NO MTG	NO MTG		NO MTG	NO MTG	NO MTG	
November 4, 2020		P		A	P	P		P	P	P	
November 18, 2020		NO MTG		NO MTG	NO MTG	NO MTG		NO MTG	NO MTG	NO MTG	
December 2, 2020		P		P	P	A		P	P	P	
December 16, 2020		P		P	P	A		P	P	P	
Number of meetings:	1	14	1	14	14	14	0	9	8	8	6
Present:	0	13	0	9	14	8	0	9	8	7	5
Absent:	1	1	1	5	0	6	0	0	0	1	1
% Absent:	100%	7%	100%	36%	0%	43%	#DIV/0!	0%	0%	13%	17%

197

CITY OF LOCKHART
HISTORIC PRESERVATION COMMISSION
BOARD ATTENDANCE REPORT - 2021
APPOINTING COUNCIL MEMBER

	LAIRSEN	FAULSTICH	REAGAN	THOMSON	OHLENDORF	RAMSEY	ROYAL
Meeting Date:	APPOINTED 12/19/2017	APPOINTED 03/07/17	APPOINTED 03/07/17	APPOINTED 03/07/17	APPOINTED 06/02/2020	APPOINTED 07/07/2020	APPOINTED 07/07/2020
January 6, 2021	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
January 20, 2021	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
February 3, 2021	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
February 17, 2021							
March 3, 2021							
March 17, 2021							
April 7, 2021							
April 21, 2021							
May 5, 2021							
May 19, 2021							
June 2, 2021							
June 16, 2021							
July 7, 2021							
July 21, 2021							
August 4, 2021							
August 18, 2021							
September 1, 2021							
September 15, 2021							
October 6, 2021							
October 20, 2021							
November 3, 2021							
November 17, 2021							
December 1, 2021							
December 15, 2021							
Number of meetings:	0	0	0	0	0	0	0
Present:	0	0	0	0	0	0	0
Absent:	0	0	0	0	0	0	0
% Absent:	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

COMMENTS:

198

**CITY OF LOCKHART
Library Advisory Board
ATTENDANCE REPORT - 2020
APPOINTING COUNCIL MEMBER**

	Angie Gonaes Sanchez	Brad Westmoreland	Mayor White	Juan Mendoza	John Castillo	Kara McGregor	Jeffry Michelson
	Jody King (01/04/13)	Rebecca Lockhart (11/19/13)	Stephanie Wilson Riggin (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	NO MEETING						
November	NO MEETING						
December	NO MEETING						
LEGEND:	PRESENT:						
COMMENTS:	PRESENT:	P	UNEXCUSED ABSENCE:		U		
	EXCUSED ABSENCE:	E	NO MEETING HELD:				

199

**CITY OF LOCKHART
Library Advisory Board
ATTENDANCE REPORT - 2021
APPOINTING COUNCIL MEMBER**

Angie Gonales Sanchez	Brad Westmoreland	Mayor White	Juan Mendoza	John Castillo	Kara McGregor	Jeffrey 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						
March						
April						
May						
June						
July						
August						
September						
October						
November						
December						

PRESENT:

LEGEND:

PRESENT:	P	UNEXCUSED ABSENCE:	U
EXCUSED ABSENCE:	E	NO MEETING HELD:	

COMMENTS:

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200

**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 27, 2020	No Meeting							
September 24, 2020	No Meeting							
October 22, 2020	No Meeting							
November 26, 2020	No Meeting							
December 24, 2020	No Meeting							
January 28, 2021	No Meeting							
LEGEND:	PRESENT:		P	UNEXCUSED ABSENCE:			U	
	EXCUSED ABSENCE:		E	NO MEETING HELD:				
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							

201

**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	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>		<i>Absent</i>
January 22, 2019	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>		<i>Absent</i>
February 12, 2020	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Resigned</i>
February 26, 2020 - No Meeting								
March 11, 2020	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Absent</i>	<i>Present</i>	<i>Absent</i>	<i>Present</i>	
March 25, 2020	<i>Present</i>	<i>Present</i>	<i>Absent</i>	<i>Absent</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	
April 8, 2020 - No Meeting								
April 22, 2020	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present (by phone)</i>	<i>Present(by phone)</i>	<i>Present(by phone)</i>	<i>Present(by phone)</i>	
May 13, 2020	<i>Present</i>	<i>Present</i>	<i>Absent</i>	<i>Absent</i>	<i>Present(by phone)</i>	<i>Absent</i>	<i>Present(by phone)</i>	
May 27, 2020 - No Meeting								
June 10, 2020 - No Meeting								
June 24, 2020	<i>Present</i>	<i>Present</i>	<i>Absent</i>	<i>Present (by phone)</i>	<i>Present</i>	<i>Absent</i>	<i>Absent</i>	
July 8, 2020	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Absent</i>	<i>Present</i>	<i>Present(by phone)</i>	<i>Present(by phone)</i>	
July 22, 2020 - No Meeting								
August 12, 2020	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present(by phone)</i>	<i>Present</i>	<i>Present(by phone)</i>	<i>Present(by phone)</i>	
August 26, 2020 - No Meeting								
September 9, 2020	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present(by phone)</i>	<i>Present</i>	<i>Absent</i>	<i>Present(by phone)</i>	
September 23, 2002	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Absent</i>	<i>Present</i>	<i>Absent</i>	<i>Present(by phone)</i>	
October 14, 2020 - No Meeting								
October 28, 2020	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present(by phone)</i>	<i>Present</i>	<i>Present</i>	<i>Present(by phone)</i>	
November 18, 2020	<i>Present</i>	<i>Present</i>	<i>Absent</i>	<i>Present(by phone)</i>	<i>Absent</i>	<i>Absent</i>	<i>Present(by phone)</i>	
December 9, 2020	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present(by phone)</i>	<i>Present</i>	<i>Present(by phone)</i>	<i>Present(by phone)</i>	
Number of meetings:	15	15	15	15	15	15	13	2
Present:	15	15	11	10	14	9	12	0
% Absent:	100%	100%	73%	67%	93%	60%	92%	0%

202



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	<i>N/A Brand new/created in 2020</i>	
8. Sell church property	<i>N/A Brand new/created in 2020</i>	
9. Create a Youth Advisory Board to explore options around youth programs/activities	<i>N/A Brand new/created in 2020</i>	
10. Implement downtown drainage improvements	<i>N/A Brand new/created in 2020</i>	

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 but a lot additional money for registration fees and course material.
GONZALES-SANCHEZ	5	
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	GF	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 altenating 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 encourage 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
IC	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.
IC	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 properties		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	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	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 - 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 - 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 - 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 - Mar 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 - 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]																																			

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
\$1,355,516.00	6	Construction	365 days	Thu 6/30/16	Thu 6/29/17																																				
		Surveying Proposal	15 days	Mon 1/18/16	Mon 2/1/16																																				
		Survey	30 days	Tue 2/2/16	Wed 3/2/16																																				
		Acquisition	150 days	Thu 3/3/16	Sat 7/30/16																																				
		Engineering Design	120 days	Thu 3/3/16	Thu 6/30/16																																				
		Bid Ad/NTP	60 days	Fri 7/1/16	Mon 8/29/16																																				
		Construction	300 days	Fri 9/2/16	Wed 6/28/17																																				
\$470,400.00	7	SH130 PUMP STATION PROJECT																																							
		Survey	7 days	Mon 4/25/16	Sun 5/1/16																																				
		Engineering Design	90 days	Mon 5/2/16	Sat 7/30/16																																				
		Bid Ad/NTP	60 days	Sun 7/31/16	Wed 9/28/16																																				
\$859,186.00	8	SH130/TOWN BRANCH SEWER PROJECT																																							
		Surveying Proposal	15 days	Fri 5/20/16	Fri 6/3/16																																				
		Survey	30 days	Sat 6/4/16	Sun 7/3/16																																				
		Acquisition	120 days	Mon 7/4/16	Mon 10/31/16																																				
		Engineering Design	90 days	Mon 7/4/16	Sat 10/1/16																																				
		Bid Ad/NTP	60 days	Sun 10/2/16	Wed 11/30/16																																				
\$1,891,126.00	9	WATER TRANSMISSION MAIN PROJECT - Water Plant Transmission Main, MLK to FM 20 West Transmission Main																																							
		Surveying Proposal	17 days	Wed 11/16/16	Fri 12/2/16																																				
		Survey	30 days	Sat 12/3/16	Sun 1/1/17																																				
		Acquisition	120 days	Mon 1/2/17	Mon 5/1/17																																				
		Engineering Design	90 days	Mon 1/2/17	Sat 4/1/17																																				
		Bid Ad/NTP	60 days	Sun 4/2/17	Wed 5/31/17																																				
		Construction	180 days	Mon 6/5/17	Fri 12/1/17																																				