

PUBLIC NOTICE

AGENDA

LOCKHART CITY COUNCIL

TUESDAY, MAY 4, 2021

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

COUNCILMEMBER VIDEO AND AUDIO CONFERENCE PARTICIPATION

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

CITIZEN AND COUNCILMEMBER 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 minutes of the City Council meeting of April 13, 2021 and April 20, 2021. 5-10
- B. Discuss Engagement Agreement between the City of Lockhart and Bickerstaff, Heath, Delgado & Acosta, LLP to provide legal services for all aspects associated with the redistricting process. 11-23
- C. Discuss semi-annual report from the Impact Fee Advisory Committee concerning the status of implementation of Chapter 31 "Impact Fees" of the Lockhart Code of Ordinances with regard to water, wastewater, and road impact fees. 24-28
- D. Discuss agreement with Techline Construction to complete electric distribution work on South Main Street (Project #9) as part of the City of Lockhart Electric System Study 2017-2022. 29-43
- E. Discussion regarding a request from Rachel Lingvai, Rach & Rhodes Presents, for City support of a monthly music series on the Square to be held every 3rd Friday from May to October 2021. 44-60
- F. Discussion regarding a "Fire Station #1 Condition Report" detailing the existing building condition and potential life safety renovations from Studio Steinbomer Architects and Interiors, Wilson and Girgenti MEP Engineers, and Tsen Structural Engineers. 61-75
- G. Discussion regarding a report from staff on issues to be considered for a new or updated comprehensive plan. 76-78
- H. Discuss amending streets on the Street Improvement Plan for Fiscal Year 2020-2021. 79-82
- I. Discuss the Mayor's declaration of local disaster regarding face coverings, and addressing other matters related to COVID-19, if necessary. 83-97

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. **CONSENT AGENDA**

A. Approve minutes of the City Council meeting of April 13, 2021 and April 20, 2021. 5-10

B. Approve Engagement Agreement between the City of Lockhart and Bickerstaff, Heath, Delgado & Acosta, LLP to provide legal services for all aspects associated with the redistricting process. 11-23

C. Accept semi-annual report from the Impact Fee Advisory Committee concerning the status of implementation of Chapter 31 "Impact Fees" of the Lockhart Code of Ordinances with regard to water, wastewater, and road impact fees. 24-28

D. Approve agreement with Techline Construction to complete electric distribution work on South Main Street (Project #9) as part of the City of Lockhart Electric System Study 2017-2022. 29-43

5. **DISCUSSION/ACTION ITEMS**

A. Discussion and/or action to consider a request from Rachel Lingvai, Rach & Rhodes Presents, for City support of a monthly music series on the Square to be held every 3rd Friday from May to October 2021. 44-60

B. Discussion and/or action on a "Fire Station #1 Condition Report" detailing the existing building condition and potential life safety renovations from Studio Steinbomer Architects and Interiors, Wilson and Girgenti MEP Engineers, and Tsen Structural Engineers. 61-75

C. Discussion and/or action regarding a report from staff on issues to be considered for a new or updated comprehensive plan. 76-78

D. Discussion and/or action to consider amending streets on the Street Improvement Plan for Fiscal Year 2020-2021. 79-82

E. Discussion and/or action to consider the Mayor's declaration of local disaster regarding face coverings, and addressing other matters related to COVID-19, if necessary. 83-97

F. Discussion and/or action regarding appointments to various boards, commissions or committees. 98-114

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

- CAMPO hosting on-line survey on a potential route that connects SH 130 and IH 35.
- Splash Pad opens May 1. Closed every Monday thereafter for maintenance.
- Keep Lockhart Beautiful replaced plants and landscaping at the "Square Park" damaged by the winter storm.
- Update regarding several Library events.

7. **COUNCIL AND STAFF COMMENTS – ITEMS OF COMMUNITY INTEREST**

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

8. **ADJOURNMENT**

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

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

Posted on the bulletin board in the Municipal Building, 308 West San Antonio Street, Lockhart, Texas, on the 30th day of April 2021 at 2:45 p.m.

**LOCKHART CITY COUNCIL
SPECIAL MEETING/WORKSHOP APRIL 13, 2021**

6:00 P.M.

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

Council present:

Mayor Pro-Tem Angie Gonzales-Sanchez
Councilmember Juan Mendoza
Councilmember Brad Westmoreland

Mayor Lew White
Councilmember Derrick David Bryant
Councilmember Jeffry Michelson

Council absent: Councilmember Kara McGregor

Staff present:

Steven Lewis, City Manager
Sean Kelley, Public Works Director
Pam Larison, Finance Director

Connie Constancio, City Secretary
Dan Gibson, City Planner

Citizens/Visitors Addressing the Council: Jeff Dahm of TRC Companies.

ITEM 1. CALL TO ORDER.

Mayor Lew White called the special meeting to order at 6:00 p.m.

**ITEM 2-A. DISCUSSION AND/OR ACTION REGARDING DOWNTOWN CAPITAL
IMPROVEMENT PROJECTS.**

Jeff Dahm of TRC Engineering provided information regarding the following topics:

- Project Overview.
 - Discussion regarding items included in the 2015 Bond Program.
 - 9-12 square block centered on Courthouse.
 - Water main, sewer main, and storm drain improvements.
 - Street improvements.
- Opinion of probable cost.
 - 2015 Bond Program.
 - Water main replacement = \$650,000
 - Sanitary sewer main replacement = \$680,000
 - Storm drain improvements = \$1,000,000
 - Street improvements = \$1,400,000
 - Construction cost - \$3,730,000
 - Contingencies, engineering, surveying (30%) = \$1,120,000
 - Additional scope of item to consider:
 - Sidewalk/pedestrian safety improvements (Sustainable Places Project)
 - Lighting or other electrical design
 - Landscape design and other aesthetic improvements
 - Alleyway enhancements
 - Remove flagpoles?
 - Decorative street and wayfinding signs
 - Public relations during design and construction
 - On-site inspector during construction
 - Construction phasing

- Engineer’s Opinion of Probably Cost (Conceptual)
 - Sidewalk Option 1 (Sustainable Places/Plaza on San Antonio) - \$1,600,000
 - Sidewalk Option 2 (No Plaza) = \$1,060,000
 - Total Sidewalk Replacement plus plaza = \$2,740,000
 - Just Bulbouts = \$600,000
 - Electrical
 - Street lights = \$670,000
 - Remove Overhead pole at North Main St. = \$190,000

Mr. Gibson provided information regarding grant funds available by the Texas Department of Transportation (TxDOT) to assist with funding the downtown capital improvement projects. Staff is working on compiling the grant application to submit by the June 14, 2021 deadline. Announcement of the grant award will be in October 2021.

There was additional discussion regarding the downtown capital improvement projects.

CONSENSUS: After discussion, the consensus of the Council was to proceed with the following:

- Advanced plaza concept on the north side of square, if TxDOT grant funds are awarded to fund the project.
- Hold a public hearing on the downtown capital improvement projects.
- Lighting. Reduce the lighting installation than what was presented. Lighting to be installed on three blocks of Main Street (Main, Market, Commerce Streets) and three blocks on Commerce Street (Commerce, Main and San Antonio Streets). Install tall streetlights and short pedestrian lights at the curb bulb outs with a maximum budget for both up to \$670,000. Remove the overhead light pole at North Main Street.
- New sidewalks on all downtown streets except Commerce Street.
- Curb Bulb outs – frame in wood before installation to allow citizens to see it. Schedule an open house and demonstration of the curb bulb outs.

There was discussion regarding funding the downtown capital improvement projects. Ms. Larison informed that Council that the project would be paid with 2015 Certificates of Obligation funds and that lighting and other project items would be paid with one-time expenditures and approximately \$3 million of funds from the American Rescue Plan Act.

ITEM 3. ADJOURNMENT.

Mayor Pro-Tem Sanchez made a motion to adjourn the meeting. Councilmember Mendoza seconded. The motion passed by a vote of 7-0. The meeting was adjourned at 8:08 p.m.

PASSED and APPROVED this the 4th day of May 2021.

CITY OF LOCKHART

Lew White, Mayor

ATTEST:

Connie Constancio, TRMC
City Secretary

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**REGULAR MEETING
LOCKHART CITY COUNCIL**

APRIL 20, 2021

6:30 P.M.

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

Council present:

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

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

Staff present:

Steven Lewis, City Manager
Monte Akers, City Attorney

Connie Constancio, City Secretary
Victoria Maranan, Public Information Officer

Citizens/Visitors Addressing the Council: Melissa Rougeou of the Caldwell County Appraisal District and Mike Brooks of Brooks Watson and Company.

Work Session 6:30 p.m.

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

DISCUSSION ONLY

A. PRESENTATION BY CALDWELL COUNTY APPRAISAL DISTRICT REGARDING TEMPORARY DISASTER EXEMPTION, TAX CODE 11.35.

Melissa Rougeou, Deputy Chief Appraiser of the Caldwell County Appraisal District presented information and there was discussion regarding the temporary disaster tax exemption.

B. DISCUSS MINUTES OF THE CITY COUNCIL MEETINGS OF MARCH 16, 2021 AND APRIL 6, 2021.

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

C. DISCUSS THE 2ND QUARTER FISCAL YEAR 2021 INVESTMENT REPORT.

Ms. Larison provided information and there was discussion regarding the following:

- 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 ENGAGEMENT LETTER BETWEEN BROOKSWATSON & CO., PLLC AND THE CITY OF LOCKHART FOR AUDIT SERVICES, AND APPOINTING THE MAYOR AND CITY MANAGER TO SIGN THE CONTRACTUAL ENGAGEMENT LETTER.

Ms. Larison stated that the City of Lockhart’s Charter indicates that an auditor shall not perform the City’s annual audit for more than five consecutive years in succession. At the end of Fiscal Year 2020, Harrison, Waldrop and Uherek fulfilled their five-year term with the City of Lockhart. Request for Proposals for Auditing Services for the City of Lockhart was then published in the newspaper of record on March 22, 2021 and advertised on the City’s website. The deadline for all proposals was April 1, 2021 at 3:00 p.m. Four proposals were received. A review panel of three City Finance personnel scored the four proposals on qualifications prior to opening the cost bids. Of the two most qualified proposals, BrooksWatson and Company had the lowest fee. A recommendation by the panel was sent to the City Manger to review. The City Manager reviewed the qualifications and held a virtual interview with Mike Brooks, a partner of BrooksWatson and Company. It is both the recommendation of the review panel and the City Manager to award the auditing services contract to BrooksWatson and Company for a term of three years. The three-year term will begin for Fiscal Year ending September 2021, 2022 and 2023 with the option to extend an additional two years. There was discussion.

Mike Brooks of BrooksWatson stated that the firm looks forward to working with the City of Lockhart, if approved.

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

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

RECESS: Mayor White announced that the Council would recess for a break at 6:51 p.m.

REGULAR MEETING

ITEM 1. CALL TO ORDER.

Mayor Lew White called the meeting to order at 7:30 p.m.

ITEM 2. INVOCATION, PLEDGE OF ALLEGIANCE.

Councilmember Mendoza 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. There were none.

ITEM 4-A. HOLD A PUBLIC HEARING ON APPLICATION ZC-21-03 BY SANJAY PARIKH ON BEHALF OF RUSSELL SMITH FOR A ZONING CHANGE FROM CHB COMMERCIAL HEAVY BUSINESS DISTRICT AND AO AGRICULTURAL-OPEN SPACE DISTRICT TO 2.13 ACRES CHB COMMERCIAL HEAVY BUSINESS DISTRICT AND 8.881 ACRES RHD RESIDENTIAL HEAVY BUSINESS DISTRICT ON A TOTAL OF 11.011 ACRES IN THE FRANCIS BERRY SURVEY, ABSTRACT NO. 2, AND LOCATED AT 1820 SOUTH COLORADO STREET (US 183).

Mayor White announced that the applicant withdrew the request for the zoning change.



ITEM 4-B. DISCUSSION AND/OR ACTION TO CONSIDER ORDINANCE 2021-10 AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF LOCKHART, TEXAS TO RECLASSIFY THE PROPERTY KNOWN AS 11.011 ACRES IN THE FRANCIS BERRY SURVEY, ABSTRACT NO. 2, LOCATED AT 1820 SOUTH COLORADO STREET (US 183), FROM CHB COMMERCIAL HEAVY BUSINESS DISTRICT AND AO AGRICULTURAL-OPEN SPACE DISTRICT TO 2.13 ACRES CHB COMMERCIAL HEAVY BUSINESS DISTRICT AND 8.881 ACRES RHD RESIDENTIAL HIGH DENSITY DISTRICT.

There was no action.

ITEM 5. CONSENT AGENDA.

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

The following are the consent agenda items that were approved:

5A: Approve minutes of the City Council meetings of March 16, 2021 and April 6, 2021.

5B: Accept the 2nd Quarter Fiscal Year 2021 Investment Report.

5C: Approve the proposal and contractual engagement letter between Brooks Watson & Co., PLLC and the City of Lockhart for audit services, and appointing the Mayor and City Manager to sign the contractual engagement letter.

ITEM 6-A. 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.

There was no action.

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

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

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

- LCRA completed landscaping projects at the Lockhart Animal Shelter as part of their Steps Forward community service effort.
- City Engineer and staff working on a new U.S. EPA requirement - "Risk and Resilience Assessment" for the City's water utility.
- Fiscal Year 2021 Mid-Year Financial Report.
- Virtual Fiesta del Mariachi event to be held on April 24, 2021.
- Update regarding the Household Hazardous Waste Collection event held on April 10.
- Firefighter-Capitan Promotional Exam was held on April 13, 2021.

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

Councilmember Mendoza expressed condolences to Wills family for their loss.

Mayor Pro-Tem Sanchez congratulated the Lockhart High School Girls softball team for their success. She encouraged everyone to be safe.

Councilmember McGregor encouraged everyone to get their shots and to stay safe.

Councilmember Bryant congratulated the Lockhart ISD athletic program for their success. He announced that he would host a District 2 Neighborhood Watch meeting on April 25 at the American Legion at 5:00 p.m.

Councilmember Michelson welcomed Iron Ox to Lockhart and congratulated them on the ground breaking ceremony.

Mayor White congratulated city staff for their hard work on the Iron Ox project.

ITEM 9. ADJOURNMENT.

Mayor Pro-Tem Sanchez made a motion to adjourn the meeting. Councilmember Mendoza seconded. The motion passed by a vote of 7-0. The meeting was adjourned at 7:51 p.m.

PASSED and APPROVED this the 4th day of May 2021.

CITY OF LOCKHART

Lew White, Mayor

ATTEST:

Connie Constancio, TRMC
City Secretary

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City of Lockhart, Texas

Council Agenda Item Briefing Data

COUNCIL MEETING DATE: May 4, 2021

AGENDA ITEM CAPTION:

Discussion and/or action to consider Engagement Agreement between the City of Lockhart and Bickerstaff, Heath, Delgado & Acosta, LLP to provide legal services for all aspects associated with the redistricting process.

ORIGINATING DEPARTMENT AND CONTACT: Connie Constancio, City Secretary

ACTION REQUESTED:

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

BACKGROUND/SUMMARY/DISCUSSION:

After completion of the Census every ten years, cities are required to review and redraw their voting district boundaries, if necessary. The Lockhart City Charter provides for this (attached). Since the redistricting process consists of many steps, staff believed that it was good timing to obtain legal services of a firm that would assist the City of Lockhart with meeting all the legal requirements associated with the redistricting process.

During the 2010 redistricting process, the City of Lockhart, Caldwell County and Lockhart ISD used Bickerstaff, Heath, Delgado & Acosta's office to assist each entity with the redistricting process, which resulted in the current voting districts. Staff believes that Bickerstaff's office has extensive knowledge of the City's current voting districts that would give them an advantage to further assist with the upcoming redistricting process.

David Mendez, Partner of the firm, assisted with redistricting in 2010. Mr. Mendez has been in touch with staff and has kept the City updated with the Census schedule and redistricting timeline that has changed due to delay of releasing Census data due to COVID-19.

Mr. Mendez has represented local government entities, including counties and municipalities in Texas for over 30 years. He has extensive knowledge in public law, Elections, finance, school finance and ad valorem tax laws to name a few. He has also been instrumental in several notable publications and presentations pertaining to Public Finance, Elections, Legislative Updates, Open Meetings, and Ethics.

Attached is a Redistricting time line prepared by David Mendez for Cities with General Elections on November 8, 2022 that is based on Census data being released by September 30, 2021 and an Engagement Agreement if the Council chooses to select Bickerstaff's office to assist with the redistricting process. The Agreement provides a cost of \$4,500 for the initial assessment fee and outlines the hourly charges for the redistricting process.

In 2011, the City of Lockhart paid approximately \$30,000 to Bickerstaff's office for redistricting services.

The Council may also direct staff to seek Requests for Proposals for the services. However, very few firms can afford to develop this specialization if it is only going to be exercised once every ten years.

The City's current law firm, Messer Fort McDonald, does not provide redistricting services.

PROJECT SCHEDULE (if applicable): See attached timeline.

FISCAL NOTE (if applicable): Should this Agreement be approved, funding will be included in the FY 21-22 Budget.

Previous Council Action: None.

COMMITTEE/BOARD/COMMISSION ACTION: None.

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

LIST OF SUPPORTING DOCUMENTS:

1. Section 3.15 – Lockhart City Charter
2. Proposed 2021 Redistricting Timelines and Engagement Agreement

Department Head initials:

City Manager's Review:

A handwritten signature in blue ink, appearing to be 'JME', is written over a horizontal line.

Sec. 3.15. - Redistricting.

The city council, as soon as practicable after the results of the United States decennial census are published, shall re-examine each of the four (4) districts as to population equality, and shall revise and redraw the districts, if necessary, so that the population is equal among each of the districts. In doing so, the council shall retain, as far as practicable, the present district boundaries while remaining consistent with requirements for equality and equal population among each of the districts.

(Rev. of 1-7-85)

Bickerstaff Heath Delgado Acosta LLP

3711 S. MoPac Expy., Building 1, Suite 300, Austin, Texas 78746

ENGAGEMENT AGREEMENT

This agreement sets forth the standard terms of our engagement as your attorneys. Unless modified in writing by mutual agreement, these terms will be an integral part of our agreement with you. Therefore, we ask that you review this agreement carefully and contact us promptly if you have any questions. Please retain this agreement in your file.

Identity of Client. We will be representing the interests of the City of Lockhart, Texas (the "City").

Attorneys. Bickerstaff Heath Delgado Acosta LLP is engaged by you as your attorneys, and I, David Méndez, will be the partner who will coordinate and supervise the services we perform on your behalf. We routinely delegate selected responsibilities to other persons in our Firm when, because of special expertise, time availability or other reasons, they are in a better position to carry them out. In addition, we will try, where feasible and appropriate, to delegate tasks to persons who can properly perform them at the least cost to you.

The Scope of Our Work. You should have a clear understanding of the legal services we will provide. We will provide services related only to matters as to which we have been specifically engaged. Although in the future we may from time to time be employed on other matters, our present relationship is limited to representing the above-named client in the matters described in **Exhibit A**. We will at all times act on your behalf to the best of our ability. Any expressions on our part concerning the outcome of your legal matters are expressions of our best professional judgment, but are not guarantees. Such opinions are necessarily limited by our knowledge of the facts and are based on the state of the law at the time they are expressed. We cannot guarantee the success of any given matter, but we will strive to represent your interests professionally and efficiently.

Fees for Legal Services. Our charges for professional services are customarily based on the time devoted to the matter, the novelty and difficulty of the questions presented, the requisite experience, reputation and skill required to deal with those questions, time limitations imposed by the circumstances, and the amount involved and the results obtained. Unless otherwise indicated in writing, our fees for legal services are determined on the basis of the hourly rates of the respective lawyers and other timekeepers who perform the services. These rates vary depending on the expertise and experience of the individual. We will only adjust these rates with your consent and will notify you in writing if this fee structure is modified. The initial agreed billing rates for attorneys and other timekeepers engaged on your work are attached as **Exhibit B**.

Other Charges. All out-of-pocket expenses (such as copying charges, travel expenses, messenger expenses, filing and other court costs, and the like) incurred by us in connection with our representation of you will be billed to you as a separate item on your statement. A description of the most common expenses is included as **Exhibit C** and agreed to as part of this agreement.

Billing Procedures and Terms of Payment. Our billing period begins on the 16th of the month and ends on the 15th of the following month. We will render periodic invoices to you for legal services and expenses. We usually mail these periodic invoices on or before the last day of the month following the latest date covered in the statement. Each invoice is due upon receipt, must be paid in U.S. Dollars, and is considered delinquent if not paid in full within 30 days of its stated date. Payment must be made to the Firm at 3711 S. MoPac Expressway, Building One, Suite 300, Austin, Texas, 78746. We will include all information reasonably requested by you on all invoices and will reference any purchase order number provided by you. Payment and interest, if any, will comply with the Prompt Payment Act (Texas Government Code Chapter 2251), if applicable, for any final invoices. If you have any question or disagreement about any invoice that we submit to you for payment, please contact me at your earliest convenience so that we can resolve any problems without delay. Typically, such questions or disagreements can be resolved to the satisfaction of both sides with little inconvenience or formality.

Termination of Services. You have the right at any time to terminate our employment upon written notice to us, and if you do we will immediately cease to render additional services. We reserve the right to discontinue work on pending matters or terminate our attorney-client relationship with you at any time that payment of your account becomes delinquent, subject to Court approval if necessary. In the event that you fail to follow our advice and counsel, or otherwise fail to cooperate reasonably with us, we reserve the right to withdraw from representing you upon short notice, regardless of the status of your matter. No termination, whether by you or by us, will relieve you of the obligation to pay fees and expenses incurred prior to such termination.

Retention of Documents. Although we generally attempt to retain for a reasonable time copies of most documents in the possession of this Firm related to the matter(s) described in **Exhibit A**, we are not obligated to do so indefinitely, and we hereby expressly disclaim any responsibility or liability for failure to do so. We generally attempt to furnish copies of all documents and significant correspondence to you at the time they are created or received, and you agree to retain all originals and copies of documents you desire among your own files for future reference. This document serves as notice to you that we will destroy such materials in accordance with the Firm's record retention policy, which may be amended from time to time and a copy of which will be provided at your request. It is our Firm's policy to destroy all copies, whether in paper or electronic form, of materials in connection with the representation seven (7) years after the completion of our work relating to this engagement or the completion of a particular project under this engagement, unless and to the extent an exception recognized in our document retention policy or other legal requirement applies to some or all of the subject materials and requires retention for a longer period of time. The Firm also reserves the discretion to retain its records of pertinent documents relating to its ongoing representation of a client, e.g. in a general counsel capacity. If you would like to obtain copies of materials in the Firm's possession related to this matter prior to the scheduled destruction of the materials, please notify the Firm. Because you will have been furnished with copies of all relevant materials contained in our files during the course of the active phase of our representation, if you later ask us to retrieve and deliver materials contained in a file that has been closed, you agree that we will be entitled to be paid a reasonable charge for the cost of retrieving the file, and identifying, reproducing, and delivering the requested materials to you.

Fee Estimates. We are often requested to estimate the amount of fees and costs likely to be incurred in connection with a particular matter. Our attorneys do their best to estimate fees and expenses for particular matters when asked to do so. However, an estimate is just that, and the fees and expenses required are ultimately a function of many conditions over which we have little or no control, especially in litigation or negotiation situations where the extent of necessary legal services may depend to a significant degree upon the tactics of the opposition. Unless otherwise agreed in writing with respect to a specific matter, all estimates made by us will be subject to your agreement and understanding that such estimates do not constitute maximum or fixed-fee quotations and that the ultimate cost is frequently more or less than the amount estimated.

Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Texas, United States of America, without giving effect to its choice of law's provisions. Venue of any case or controversy arising under or pursuant to this Agreement will be exclusively in Caldwell County, Texas, United States of America.

Standards of Professionalism and Attorney Complaint Information. Pursuant to rules promulgated by the Texas Supreme Court and the State Bar of Texas, we hereby advise you that the State Bar of Texas investigates and prosecutes complaints of professional misconduct against attorneys licensed in Texas. Information on the grievance procedures is available from the State Bar of Texas, and any questions you have about the disciplinary process should be addressed to the Office of the General Counsel of the State Bar of Texas, which you may call toll free at 1-800-932-1900.

Questions. If you have any questions from time to time about any aspect of our arrangements, please feel free to raise those questions. We want to proceed in our work for you with your clear and satisfactory understanding about every aspect of our billing and payment policies; and we encourage an open and frank discussion of any or all of the matters addressed in this agreement.

Acceptance of Terms. If this arrangement is acceptable to the City, please sign the enclosed duplicate original of this agreement and return it and the required retainer to us at your earliest convenience. We truly appreciate the opportunity to be of service to you and look forward to working with you in a mutually beneficial relationship.

AGREED TO AND ACCEPTED

CITY OF LOCKHART, TEXAS

By: _____

[Printed name]

Title: _____

Date: _____

cc: Billing Department

BICKERSTAFF HEATH DELGADO ACOSTA LLP

By: *DM*

David Méndez

Date: April 20, 2021

Exhibit A — Scope of Services
Bickerstaff Heath Delgado Acosta LLP

While we agree that in the future we may from time to time be employed on other matters, this agreement provides that our relationship is limited to representing and counseling you in connection with the following:

- Redistricting services after release of 2020 Census for:
 - City of Lockhart, Texas

- Other legal services assigned or requested, only if the scope of which is confirmed by you in writing at the time of assignment

Other legal services not assigned or requested, and confirmed in writing, are specifically not within the scope of our representation.

Exhibit B – Billing Rates
Bickerstaff Heath Delgado Acosta LLP

Initial Assessment

\$4,500.00

The initial assessment will consist of the pre-census tasks, post-census initial data analysis, and a presentation and discussion of the Firm's findings with the city council. If the city council districts are determined to be out of balance, we will outline the City's obligations, and produce a timeline for completing the remainder of the redistricting process. We charge \$4,500 for the preparation and presentation of the initial assessment, plus out-of-pocket expenses. If the initial assessment reveals that the city council districts are balanced, and the City decides not to redistrict, no other fees will be assessed unless additional services are requested.

Redistricting Process

Hourly Fee Basis (plus out of pocket expenses)

Unless otherwise indicated in writing, our fees for legal services related to redistricting are determined on the basis of the hourly rates of the respective lawyers, paralegals and specialists who perform the services, plus out-of-pocket expenses. These rates vary depending on the expertise and experience of the individual and are indicated below:

Senior Attorneys: \$420-\$480 per hour

Other Attorneys: \$250-\$375 per hour

Senior GIS Specialist: \$230 per hour

GIS Specialist: \$180 per hour

Paralegal: \$180 per hour

Exhibit C—Client Costs Advanced

Bickerstaff Heath Delgado Acosta LLP

The firm incurs expenses on behalf of clients only when required by the legal needs of the clients. Some cases or matters require extensive use of outside copy facilities, and other cases may not be so paper-intensive. Standard services handled within the firm are not charged, and client specific expenses are billed to the client needing those services. An explanation of the billing structure is as follows:

Not Charged

Secretarial and word processing time, routine postage, file setup, file storage, local or ordinary long distance charges, fax charges, and computerized legal research data charges.

Delivery Services

Outside delivery services are used for pickup and delivery of documents to the client as well as to courts, agencies, and opposing parties. Outside delivery fees are charged to the client at the rate charged to the firm. Overnight delivery services are also charged at the rate charged to the firm. Firm Office Services Department personnel may provide delivery service in urgent situations and charges for such in-house service will not exceed the charge that would be made by an outside service in a similar situation.

Postage

Our postal equipment calculates exact U.S. postage for all sizes and weights of posted material. The rate charged for postage is the same as the amount affixed to the material that is mailed. We will not charge clients for postage on routine correspondence; however, the cost of large-volume mail, certified mail, or other additional mail services will be charged to the client.

Copies and Prints

Our standard rate for black and white copies and prints made by firm personnel is \$0.15 per page. Color copies and prints are charged at a standard rate of \$0.55 per page. These charges cover paper, equipment costs, and other supplies. If savings can be realized within the required time frame by sending copy jobs to subcontractors, the firm uses only qualified legal services copiers and the cost charged to the client is the same as the amount billed to the firm.

Phone Charges

Only charges for conference calls or international calls are charged, and charges are billed at the same amount billed to the firm by the outside provider.

Travel

Attorney and other timekeeper time spent traveling on behalf of a client is billed to the client. Hotel, meals, local transportation, and similar expenses are charged based on receipts and travel expense forms submitted by the attorney. Documentation is available to the client if requested.

Maps

Maps produced in conjunction with a project will be billed at \$50 for each 34 x 44 inch map and \$20 for each smaller map, plus cost (time fees) for preparation.

Other Expenses

Expenses incurred with outside providers in connection with the client's legal services will be paid by the client directly to the outside provider unless specifically arranged in advance. If the firm agrees to pay outside providers, the cost charged to the client is the same as the amount billed to the firm. Examples of such charges include: court reporter fees, filing fees, newspaper charges for publication notices, expert witness fees, consultants and other similar expenses.

Exhibit D—Verification Required by Texas Government Code Chapter 2271
Bickerstaff Heath Delgado Acosta LLP

By signing below, Bickerstaff Heath Delgado Acosta LLP hereby verifies the following:

1. The Firm does not boycott Israel; and
2. The Firm will not boycott Israel during the term of this Engagement Agreement.

SIGNED BY:

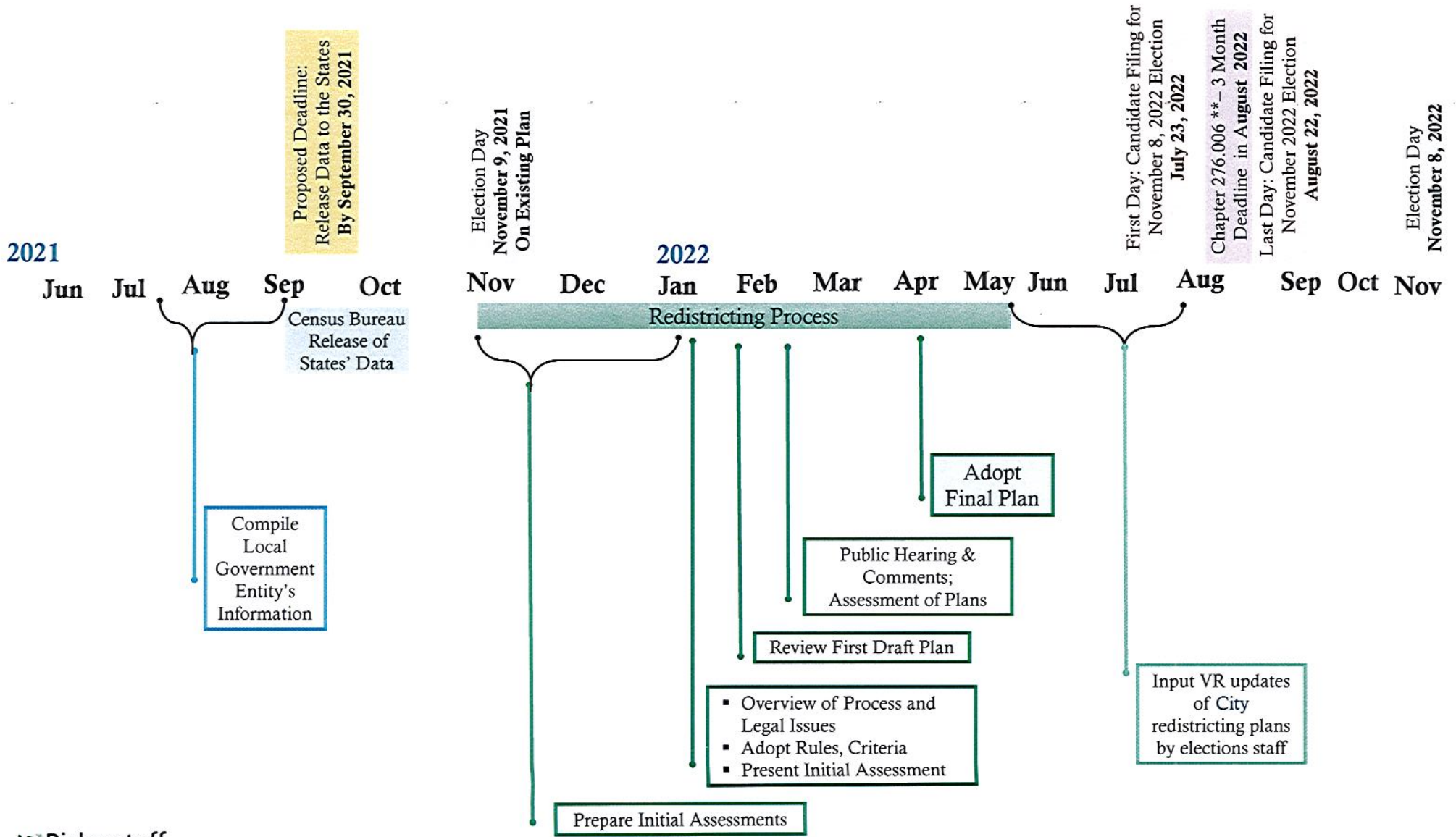


David Méndez

Date: April 20, 2021

This Verification is incorporated and made a part of the Engagement Agreement between Bickerstaff Heath Delgado Acosta LLP and City of Lockhart, Texas.

Proposed 2021 Redistricting Time Line for Cities with General Elections on November 8, 2022 Based on Census Bureau Release of Data by September 30, 2021*



*Based upon the last information posted by the Census Bureau on February 12, 2021.

This time line assumes no changes in current election deadlines although bills have been filed to adjust Texas' Primary election dates for 2022.

**Texas Election Code Chapter 276.006: A change in the boundary of a political subdivisions other than a county must be adopted 3 months prior to the election under than plan.



David Méndez

PARTNER

AUSTIN OFFICE

3711 S. MoPac Expressway,
Building One, Suite 300
Austin, Texas 78746

Phone: 512-472-8021
Fax: 512-320-5638
Email: dmendez@bickerstaff.com

Attorney Overview

Public Finance: David counsels and represents governmental issuers in public finance transactions with an emphasis on election and campaign finance aspects of these projects.

Local Government Law: David counsels local governmental clients on every aspect of local government law. He acts as bond, issuer's and underwriter's counsel in public finance transactions and assists communities with economic development matters, including tax abatements, tax increment financing, and other incentive programs. Mr. Méndez focuses on the legal landscape faced by cities, counties and other governmental entities, including federal and state constitutional requirements and prohibitions, state laws, local ordinances, and the interplay and effect of these layers of governmental laws and rules, whether they result from litigation, legislation, or legal transactions. He has represented local government entities, including counties and municipalities in Texas for over 30 years.

Public Law: David counsels and represents governmental clients in matters involving finance, state and local taxation, elections, and open government. He represents clients before the Texas Legislature and Texas State Agencies on public policy matters and in administrative proceedings.

Elections: David counsels public and private clients on election procedures and campaign finance requirements. He represents state and local governmental entities in redistricting and voting rights matters with special expertise in advising governmental entities on holding local option elections and analyzing the need for bond elections. He also represents public officials and candidates in election contests and recounts.

Career Highlights

Former Assistant Attorney General, Taxation Division, Office of the Attorney General of Texas

Board Certified - Administrative Law, Texas Board of Legal Specialization

Former President, Mexican American Bar Association of Texas

Former President, Texas Association of Community College Attorneys



Practice Areas

- Public Finance
- Elections
- Voting Rights & Redistricting
- State & Local Tax Law
- Special Districts
- River Authorities & Water Districts
- Legislative
- Higher Education
- Schools

Education

- University of Texas, J.D.
- St. Mary's University, B.B.A.

Admissions

Supreme Court of Texas,
1980

United States Court of Appeals for the Fifth Circuit
United States District Courts for the Northern, Southern, and Western Districts of Texas

Representative Experience

Bond Counsel Experience: David is listed in the Red Book as Bond Counsel, and has represented a number of governmental entities as bond counsel. In obtaining voter approval and bond issuance authority, he regularly advises Districts on property tax and exemption matters.

Public School Finance Litigation: As the head of the firm's School Law Group, David was a member of the legal team representing the school district clients in the *Edgewood* litigation which ultimately resulted in the existing school finance system. He has advised clients concerning implementation of Chapter 41 options and on related issues including ad valorem tax issues related to such status.

School District Ad Valorem Tax Representation: As general and special counsel David regularly assists public school district clients in establishing Maintenance & Operation as well as Interest and Sinking Fund tax rates. He also counsels and assists clients in the establishment of exemptions applicable to Districts.

Related Ad Valorem Tax Representation for Other Political Subdivisions: The firm represents many types of political subdivisions in Texas including schools, colleges, cities and counties. In representing these entities, David has advised and represented clients on branch campus maintenance tax rates, tax abatement agreements, tax increment financing, annexations, as well as advised clients concerning recovery and other remedies on contractual arrangements with taxpayers.

Notable Publications and Presentations

D. Méndez, "Public Finance for Texas Counties," Presented at the South Texas County Judges and Commissioners Association Conference, June 2016.

D. Méndez, Dusty Taylor "School Bond Elections," Presented at the TASA/TASB Convention, October 2015.

D. Méndez, "Financing Drainage Projects," Presented at the Lower Rio Grande Valley's Water Quality Management and Planning Conference, April 2014.

D. Méndez, "Legislative Update - *A look back and a look forward*," Presented at the Lower Rio Grande Valley's Water Quality Management and Planning Conference, April 2014.

D. Méndez, "Special Problems Under the Open Meetings Act: Applicability of the Open Meetings Act to the Texas Legislature," Presented to the University of Texas School of Law Administrative Law Program, 2004.

D. Méndez, "Ethics Seminar for Texas Local Government Officials," Texas Leadership Institute and Sul Ross State University, 2004.

D. Méndez, "Bond Elections in Small Communities," Texas Association of School Boards, Annual Conferences, 2001, 2002.

City of Lockhart, Texas

Council Agenda Item Briefing Data

COUNCIL MEETING DATE: May 4, 2021

AGENDA ITEM CAPTION:

Accept semi-annual report from the Impact Fee Advisory Committee concerning the status of implementation of Chapter 31 "Impact Fees" of the Lockhart Code of Ordinances with regard to water, wastewater, and road impact fees.

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

ACTION REQUESTED:

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

BACKGROUND/SUMMARY/DISCUSSION:

In accordance with State law, the Impact Fee Advisory Committee has an ongoing role in monitoring and evaluating implementation of the impact fee capital improvement plans, and submitting semi-annual reports to City Council. The Committee met on April 28th to consider their 38th semi-annual report since impact fees were originally adopted on January 15, 2002. The current total balance of all impact fee accounts is \$2,623,016. Total impact fee revenue during this six-month period was \$478,662, and there were no expenditures of impact fees in any of the accounts for this period. However, only \$178,087 of that was collected in fees and interest. The remaining difference of \$306,575 was due to an auditor's journal entry to correct for expenses that were previously charged to the water impact fee fund, but restored to that account during this period to reflect the expenses being transferred to a bond account that was originally intended for those projects. The attached status report from the Committee is only for the six-month period from October 1, 2020, to March 31, 2021.

FISCAL NOTE (if applicable):

Impact fees, which are charged at the time that building permits are issued, provide revenue to the City, and are spent only on projects authorized in the water, wastewater, and road impact fee capital improvement plans.

COMMITTEE/BOARD/COMMISSION ACTION:

The Impact Fee Advisory Committee voted unanimously to submit the attached report, which recommends that no changes are needed at this time.

STAFF RECOMMENDATION/REQUESTED MOTION:

Staff recommends that the Council ACCEPT the Impact Fee Advisory Committee's report.

LIST OF SUPPORTING DOCUMENTS:

1) May 2021 status report, including Exhibits A and B.

Department Head initials:

DG.

City Manager's Review:



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IMPACT FEE REPORT
To Lockhart City Council –May 2021

PURPOSE

State law requires a continuing semi-annual role for the Impact Fee Advisory Committee in monitoring the progress of implementation of the impact fee ordinance, and in advising the City Council on needed revisions. More specifically, State law provides that the Committee:

- 1) Monitor and evaluate implementation of the capital improvements plans;
- 2) File semi-annual reports with respect to the progress of the capital improvements plans and report to City Council any perceived inequities in implementing the plans or imposing the impact fees; and,
- 3) Advise the City Council of the need to update or revise the land use assumptions, capital improvements plans, and impact fees.

This is the 38th status report since the impact fee ordinance was originally adopted on January 15, 2002, and is for the period from October 1, 2020, to March 31, 2021. It is the eighth report since the update adopted on April 4, 2017, and is based on the current capital improvement plans and impact fees. The six-month reporting dates align with the fiscal year quarters.

STATUS OF ACCOUNTS

Exhibit A, shows revenue totaling \$478,662 during the period covered by this report. However, only \$172,087 of that was collected in fees and interest. The remaining difference of \$306,575 was due to an auditor's journal entry to correct for expenses that were previously charged to the water impact fee fund, but restored to the fund during this period to reflect the expenses being transferred to a bond account that was originally intended for those projects. Fees collected during the six-month period was for 35 new houses, one new office building, and one water tap for agricultural purposes. There were no expenditures of impact fees in any of the accounts for this period. The water, wastewater, and road impact fee account balances from the previous semi-annual report, as well as the current balances as of April 1, 2021, including accrued interest, are shown in the table.

The total estimated cost of all of the projects in the capital improvement plans in effect during the six-month reporting period was \$58,311,537. However, the City Council adopted one-half that amount as the maximum to be collected by April 1, 2027, which is the end of the ten-year CIP period, so the maximum fees are based on an estimated cost of all three CIP's being \$29,155,769. The total of all impact fees spent on CIP projects so far since the April 4, 2017 update is \$673,073, which does not include payments to impact fee update consultants. That leaves \$28,482,696 to still be spent. The total balance available remaining collectively in the four impact fee accounts that can be used toward meeting that goal, is currently \$2,623,016.

TRENDS

The bar graph in **Exhibit B** illustrates the impact fee collection trends beginning with the first semi-annual report in July 2003. In recent years, the amount of impact fee revenue collected since the September 2012 report trended upward each six-month period until the September 2015 report, which decreased due primarily to a reduced supply of available vacant lots for new home construction. The revenue in the reporting periods after that trended upward again until the March 2017 reporting period, when building activity fell off considerably and remained about the same for two reporting periods due to another lack of vacant lots for new home construction. However, revenue spiked to a record high amount for the October 2018 reporting period, but trended considerably lower until the reporting period ending on September 31, 2020, which was second only to October 2018 in terms of the highest amount of total revenue. Fees and interest during the current reporting period is about half of the total for the previous period, which had the same number of new houses but also had a new manufactured home, an apartment complex, and a new retail commercial building. As indicated in the footnote in **Exhibit B**, however, the bar for the current period, April 2021, does not reflect the \$306,575 that was restored to the water impact fee account. If that had been included, the bar would have easily been the highest one on the graph.

UPDATE

The most recent impact fee update was completed and adopted in 2017, so the statutory five year up-date will be due in 2022. The City Council does have the option of deciding that an update of the land use assumptions, capital improvement plans, and impact fees isn't necessary. In such case, the City can go another five years without an update or, if the need arises, can choose to do an update at any time before the second five years is up. If the Council does decide that an update is not necessary, a notice of that decision must be published three consecutive times in the newspaper. The notice will say that anyone potentially affected by the impact fees can contact the City within 60 days of the decision and request that the update be done anyway, in which case the City has no choice but to do the update. If nobody requests an update, then the Council's decision to not do an update takes effect.

If the Council wishes to do the five-year update, then consultants will need to be hired toward the end of this calendar year or the beginning of 2022 so that their reports can be finished in time to be adopted during 2022. The consultants would be paid from the impact fee funds, which reduces the amounts available for actual construction of authorized capital improvements. Your decision can be postponed until after receiving the next semi-annual report, which will probably be in November.

RECOMMENDATION

The Committee met on April 28, 2021, and unanimously voted to forward this semi-annual report to the City Council for the period ending on September 31st, recommending that no changes are needed to the current land use assumptions, capital improvement plans, or impact fees at this time.

Respectfully



Philip Ruiz, Chair

Impact Fee Advisory Committee

EXHIBIT A

SPRING 2021 IMPACT FEE ACCOUNT BALANCES¹

	<u>October 1, 2020</u>	+	Revenue ²	–	Expense	=	<u>April 1, 2021</u>
Water³	494,372		371,246		0		865,618
Wastewater	756,473		49,203		0		805,676
Roads (Service Area 1)	642,532		3,644		0		646,176
Roads (Service Area 2)	250,977		54,569		0		305,546
TOTAL	\$2,144,354		\$478,662		\$0		\$2,623,016

1. *All amounts have been rounded to the nearest dollar.*
2. *Revenue amounts include accrued interest.*
3. *The Water Revenue from fees and interest is \$64,671, but the \$371,246 shown includes an additional \$306,575 due to an auditor's journal entry to correct for expenses that were previously charged to the water impact fee fund, but restored to the fund during this period due to the expenses being transferred to a bond account that was intended for those projects.*

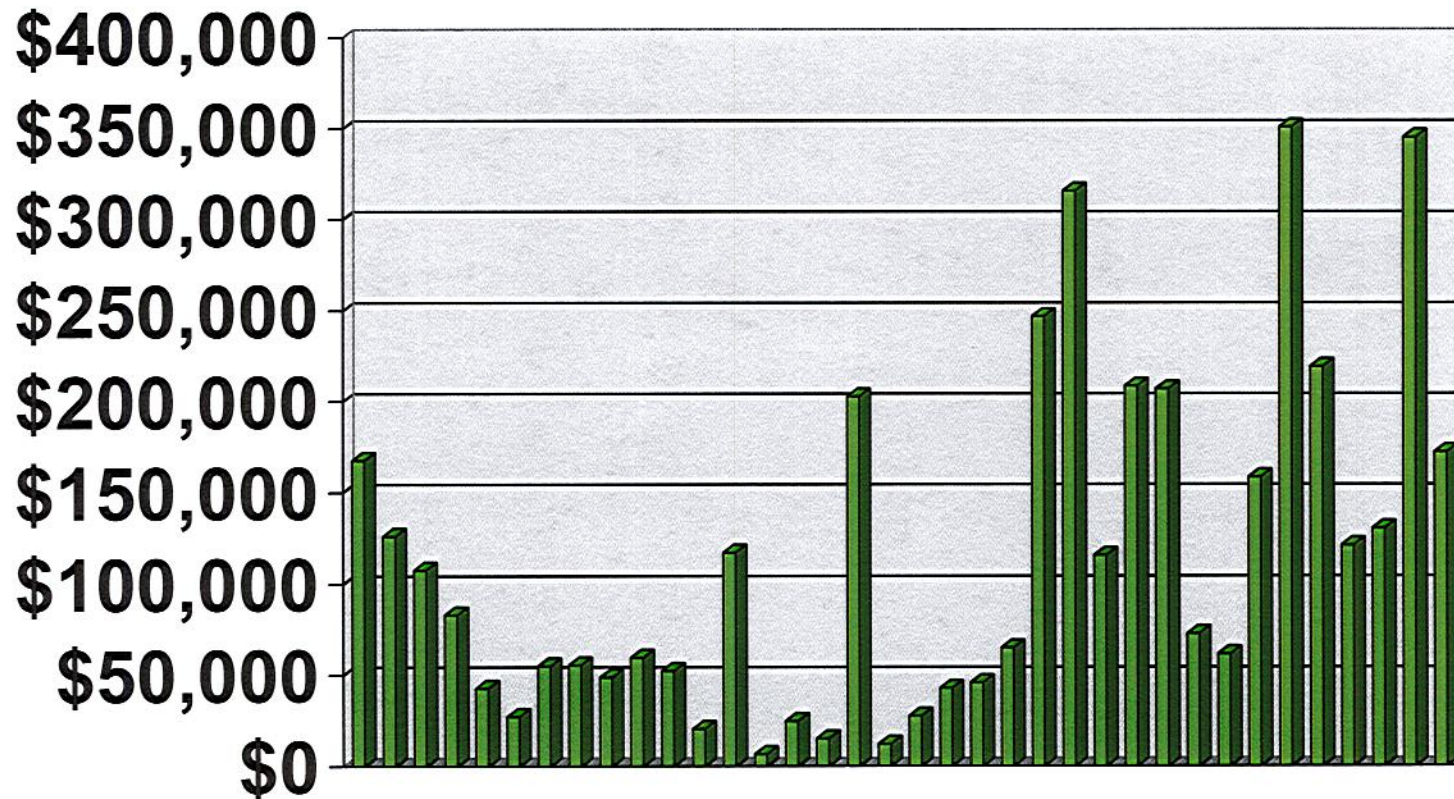
One-half total CIP estimated cost (estimated 100% cost of all projects is \$58,311,537):	\$29,155,769
Total spent on projects since adoption of Ordinance 2017-08 on April 4, 2017:	\$673,073
Remaining amount of 1/2 estimated cost not yet spent:	\$28,482,696
Current balance on October 1, 2020:	\$2,623,016

NOTE: *The CIP cost information is the total for the capital improvements plans adopted by Ordinance 2017-08 on April 4, 2017, with all amounts rounded to the nearest dollar.*

EXHIBIT B

IMPACT FEE SEMI-ANNUAL REVENUE

July 2003 - April 2021



NOTE: *The revenue shown for April 2021 does not include an additional \$306,575 auditor's journal entry restoring water impact funds that were previously listed as expenses, and which were instead later charged to a bond account that was originally intended for those expenditures.*

City of Lockhart, Texas

Council Agenda Item Briefing Data

COUNCIL MEETING DATE: May 4, 2021

AGENDA ITEM CAPTION: Discussion and/or action to consider approval of agreement with Techline Construction to complete electric distribution work on South Main Street (Project #9) as part of the City of Lockhart Electric System Study 2017-2022.

ORIGINATING DEPARTMENT AND CONTACT: Bob Leos, Electric Superintendent

ACTION REQUESTED:

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

BACKGROUND/SUMMARY/DISCUSSION:

LCRA prepared the Lockhart Electric System Study 2017-2022. This study identified improvements necessary to maintain reliable service. The study also serves as a guideline for scheduling and implementing system construction projects.

This project, No. 9, LK40 to LK150 Tie Addition, includes upgrading approximately 660 feet of existing overhead distribution line on feeder LK40 to S. Main Street and construction of approximately 400 feet of overhead distribution on S. Main Street.

Techline Construction is a LCRA preferred contractor for projects because they are experienced with high voltage line repairs. Techline has conducted the majority of distribution projects for the City of Lockhart since 1995. The proposed labor costs associated with this Agreement were reviewed by the City's consultant, Schneider Engineering (SE), and found to be reasonable. SE also designed the project for the City.

PROJECT SCHEDULE (if applicable):

AMOUNT & SOURCE OF FUNDING:

Finance Review initials _____

Funds Required: \$68,290

Account Number: 500-5745-911

Funds Available: \$180,000

Account Name: Construction/Project Improvement

FISCAL NOTE (if applicable):

Previous Council Action: None.

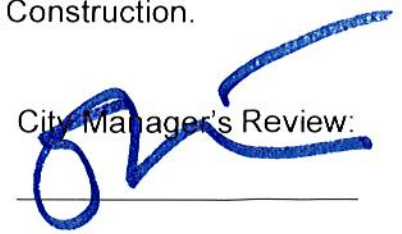
COMMITTEE/BOARD/COMMISSION ACTION: N/A

STAFF RECOMMENDATION/REQUESTED MOTION: Staff recommends approval of the Agreement as presented.

LIST OF SUPPORTING DOCUMENTS: Agreement with Techline Construction.

Department Head initials:

City Manager's Review:

A handwritten signature in blue ink, consisting of a large, stylized 'O' followed by a series of loops and a long horizontal stroke extending to the right.

ELECTRICAL DISTRIBUTION CONSTRUCTION AGREEMENT

This **ELECTRICAL DISTRIBUTION CONSTRUCTION AGREEMENT** (“**Agreement**”) is entered into by and between the City of Lockhart, Texas (“**Owner**”) and Techline Construction, LLC (“**Contractor**”) and is effective as of the date of the signature of the last party to sign below (the “**Effective Date**”).

1. Contract Documents. This Agreement includes the following Contract Documents which shall be construed in the order of precedence in which they are listed:

1. This Agreement;
2. Exhibit A – Contract No. 3779 Distribution Construction Services, dated August 6, 2013, between the Lower Colorado River Authority and Techline Construction, LLC;
3. Exhibit B – Interlocal Agreement between the City of Lockhart, Texas and the Lower Colorado River Authority concerning electrical transmission, control and substation facilities dated November 11, 2020.
4. Exhibit C - Proposal by Techline Construction, LLC to the City of Lockhart, Texas dated April 15, 2021.
5. Exhibit D – IFC Drawings for City of Lockhart Project 9: LK40 to LK150 Tie Addition

Exhibits A through D are attached hereto and incorporated herein, are made a part of this Agreement for all purposes. Contractor agrees to provide Owner with the services included in Exhibit A pursuant to the terms and conditions of this Agreement, including all exhibits thereto.

2. Scope. Contractor shall furnish all labor, construction equipment, transportation, subcontracting, and other required services, other than engineering services, to complete the work described in the Contract Documents, particularly Project 9: LK40 to LK 150 Tie Addition, as described and depicted in Exhibit C and Exhibit D (the “**Work**”). Contractor agrees to perform the Work under the same terms and conditions and pricing contained in the Contract Documents. All orders and payments for the Work will be issued directly from Owner to Contractor, and Contractor will provide the services and associated invoices directly to Owner. Contractor shall not provide any additional items or services or bill for expenses incurred for Owner not specified by this Agreement unless Owner requests and approves in writing the additional costs for such services. Owner shall not be liable for any additional expenses of Contractor not specified by this Agreement unless Owner first approves such expenses in writing.

3. Compensation. Owner agrees to pay the Contractor in accordance with the prices listed in Exhibit C attached hereto and in any change orders hereafter executed by the parties.

4. Term. The term of this Agreement shall be for one year beginning on the Effective Date and ending at midnight one calendar year following the Effective Date. Owner shall be able to renew this agreement for two one-year renewal options by written agreement of the parties.

5. Independent Contractor. This Agreement shall not be construed to create a partnership,

joint venture, nor other agency relationship between the parties, who are independent of one another. The relationship of the Contractor to Owner is and shall continue to be that of an independent contractor, and no liability or benefits such as workers' compensation, pension rights or liabilities, insurance rights or liabilities, arising out of or related to an employer/employee relationship, shall arise, or accrue to either party or either party's agent, subcontractor or employee, as a result of this Agreement or its performance. No relationship, other than that of independent contractor, shall be implied between the parties or between either party and the other party's agent, employee, or subcontractor, and the Contractor hereby agrees to hold Owner harmless from any such claims by it or its associates, and any cost or expense related thereto.

6. LCRA. LCRA is not a party to, and will in no way be responsible to either Owner or Contractor for, such orders, including without limitation any payments, performance, costs, expenses, losses or damages arising from such transactions between Contractor and Owner. Owner and Contractor releases LCRA from any liability associated with Owner's transactions under the Agreement.

7. Notices. Notices required pursuant to the provisions of this Agreement shall be conclusively determined to have been delivered when (1) hand-delivered to the other party, its agents, employees, servants or representatives, (2) delivered by facsimile with electronic confirmation of the transmission, or (3) received by the other party by United States Mail, registered, return receipt requested, addressed as follows:

City of Lockhart
Attn: City Manager
308 W. San Antonio
Lockhart, Texas 78644

Techline
Attn: Don Lawyer

8. Default. In the event of a failure by Contractor to satisfactorily perform the services specified herein and/or a default by Contractor in abiding by the other terms and conditions of this Agreement, Owner may terminate the Agreement on written notice to Contractor and Contractor shall be liable for all damages, costs, and expenses (including attorney fees) incurred by Owner related to this default.

9. Alternative Dispute Resolution. The dispute resolution process provided for in Chapter 154 of the Texas Civil Practice and Remedies Code may be used, by Owner and Contractor to attempt to resolve any claim for breach of contract made by Contractor, to the extent it is applicable to the Agreement and not preempted by other law. Except as otherwise provided by law, nothing herein is a waiver by Owner of the right to seek redress in a court of law.

10. Assignment. The parties recognize that this contract is based upon the skill and expertise of the parties and therefore agree that the contract and the obligations thereunder may not be assigned or delegated without the written consent of the other party, except as expressly allowed by this contract.

11. Compliance with Law. Contractor shall certify that he/she or it is in compliance with all applicable state and federal laws, including non-discrimination laws as it relates to the terms and conditions of the agreement.

12. Non-Appropriations. To the extent this contract constitutes public debt in connection with Article 11, Sec. 5 of the Texas Constitution, Contractor understands that Owner is a governmental entity, and should the Owner fail to provide funding for any period during the term of this contract, Owner shall be excused for all liability for payment. Owner is required to give Contractor written notice within thirty (30) days after learning that the funds will not be available. Upon receiving written notice from Owner, this contract will automatically terminate.

13. Governing Law/Venue/Statute of Limitations. The validity of this Agreement and the interpretation of its terms and the applicable statute of limitations for any cause of action brought by or against Owner pursuant to the Agreement shall be governed by the laws of the State of Texas. Jurisdiction for any legal proceedings incident to this agreement shall lie in Caldwell County, Texas or a United States District Court within the county.

14. Force Majeure. In the event of Force Majeure, Owner may terminate this agreement by written notice following such casualty and Owner shall not be responsible for any damages sustained by Contractor. Force Majeure shall mean fire, earthquake, flood, tornado, act of God, strikes or other labor disturbances, riots or civil commotion, litigation, terrorism, war or other acts of any foreign nation, power of government or government agency or authority, or any other cause like or unlike any cause above-mentioned which is beyond the control or authority of Owner.

15. Confidentiality. Subject to the Texas Public Information Act and any similar legal requirements, neither Party shall disclose any confidential information obtained from the other Party without such Party's prior written approval.

16. INDEMNIFICATION. CONTRACTOR SHALL INDEMNIFY, HOLD HARMLESS, AND DEFEND THE OWNER, ITS OFFICERS, AGENTS AND EMPLOYEES FROM AND AGAINST ANY AND ALL CLAIMS, LOSSES, DAMAGES, CAUSES OF ACTION, SUITS, DEMANDS, PROCEEDINGS, COSTS, AND LIABILITIES OF EVERY KIND, INCLUDING WITHOUT LIMITATION ALL EXPENSES OF LITIGATION, COURT COSTS, AND ATTORNEYS' FEES, FOR INJURY TO OR DEATH OF ANY PERSON OR FOR DAMAGE TO ANY PROPERTY ARISING OUT OF, CONNECTED WITH, OR RESULTING FROM ANY ACTS OR OMISSIONS OF CONTRACTOR OR ANY AGENT, EMPLOYEE, SUBCONTRACTOR, OR SUPPLIER OF CONTRACTOR IN THE EXECUTION OR PERFORMANCE OF THIS CONTRACT. SUCH INDEMNITY SHALL APPLY REGARDLESS OF WHETHER THE CLAIMS, LOSSES, DAMAGES, CAUSES OF ACTION, SUITS OR LIABILITY ARISE IN WHOLE OR IN PART FROM THE

NEGLIGENCE OF THE OWNER, ANY OTHER PARTY INDEMNIFIED HEREUNDER, THE CONTRACTOR, OR ANY THIRD PARTY.

17. Insurance. For the entire term of the Agreement (“Term”), Contractor shall maintain at his/her sole cost, at all times while performing work hereunder, the insurance and bond coverage set forth below with companies satisfactory to the Owner with full policy limits applying, but not less than stated. A certificate of insurance evidencing the required insurance and specifically citing the indemnification provision set forth in the Agreement shall be delivered to the Owner prior to the start of work.

- (1) Worker’s Compensation Insurance as required by laws and regulations applicable to and covering employees of Contract engaged in the performance of the work under this agreement with a limit of not less than \$1,000,000.00;
- (2) Employers Liability Insurance protecting contractor against common law liability, in the absence of statutory liability, for employee bodily injury arising out of the master-servant relationship with a limit of not less than \$1,000,000.00.
- (3) Comprehensive General Liability Insurance including products/completed operation with limits of liability of not less than: Bodily Injury \$1,000,000.00 per each person, \$1,000,000.00 per each occurrence/\$2,000,000.00 aggregate; Property Damage \$1,000,000.00 per each occurrence;
- (4) Excess Liability Insurance Comprehensive General Liability, Comprehensive Automobile Liability and coverages afforded by the policies above, with the minimum limits of \$2,000,000.00 excess of specified limits.

All policies must contain a waiver of subrogation against Owner. Comprehensive General Liability and Commercial Automobile Liability policies must name Owner as Additional Insured. Contractor shall pay all insurance deductibles and deductibles must not exceed \$10,000 unless approved in advance by Owner. Contractor shall provide Owner Certificates of Insurance evidencing these insurance requirements prior to the start of work.

18. Audit; Independent Audits; Right to Audit; Retention; Supporting Documents. The Contractor agrees and authorizes Owner and/or the Owner’s Auditor (collectively, “Auditor”) to conduct audits or investigations in connection with this Agreement. Contractor agrees to cooperate with Auditors conducting such audits or Investigations and to provide all information and documents reasonably requested.

19. Limitations. The Parties are aware that there are constitutional and statutory limitations on the authority of Owner to enter into certain terms and conditions of the Agreement, including, but not limited to, those terms and conditions relating to liens on Owner’s property; disclaimers and limitations of warranties; disclaimers and limitations of liability for damages; waivers, disclaimers and limitations of legal rights, remedies, requirements and processes; limitations of periods to bring legal action; granting control of litigation or settlement to another party; liability for acts or omissions of third parties; payment of attorneys’ fees; dispute resolution; indemnities; and confidentiality (collectively, the “Limitations”), and terms and conditions related to the

Limitations will not be binding on Owner except to the extent authorized by the laws and Constitution of the State of Texas.

20. Sovereign Immunity. Except as otherwise provided by Texas law, neither the execution of the Agreement by Owner nor any other conduct, action or inaction of any Owner representative relating to the Agreement is a waiver of sovereign immunity by Owner.

21. Representations by Contractor. Contractor represents and warrants that it will obtain and maintain in effect, and pay the cost of all licenses, permits or certifications that may be necessary for Contractor's performance of this Agreement other than approval to cross state or interstate highways and railroads, which shall be the responsibility of Owner. If Contractor is a business entity, Contractor warrants, represents, covenants, and agrees that it is duly organized, validly existing and in good standing under the laws of the state of its incorporation; and is duly authorized and in good standing to conduct business in the State of Texas, that it has all necessary power and has received all necessary approvals to execute and deliver the Agreement and is authorized to execute this Agreement according to its terms on behalf of Contractor.

22. Eligibility to Receive Payment. Contractor certifies that, as a matter of State law, it is not ineligible to receive the Agreement and payments pursuant to the Agreement and acknowledges that the Agreement may be terminated, and payment withheld if this representation is inaccurate.

23. Risk of Loss. All work performed by Contractor pursuant to the Agreement will be at Contractor's exclusive risk until final and complete acceptance of the work by Owner. In the case of any loss or damage to the work prior to Owner's acceptance, such loss or damage will be Contractor's responsibility.

24. Legal Construction/Severability. In the event that any one or more of the provisions contained in this contract shall for any reason be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provision, and this contract shall be construed as if such invalid, illegal or unenforceable provisions had never been contained in it. To this end, the provisions of this contract are declared to be severable. The Parties may mutually agree to renegotiate the contract to cure such illegality/invalidity or unconstitutionality if such may be reasonably accomplished.

25. Non-Waiver. No covenant or condition of this Agreement may be waived except by written consent of the waiving party. Forbearance or indulgence by one party in any regard whatsoever shall not constitute a waiver of the covenant or condition to be performed by the other party.

26. Entire Agreement. The Contract Documents constitutes the entire agreement and supersedes all prior or contemporaneous agreements, whether written or oral, between the parties. Verbal representations not contained herein shall not be binding on the parties unless acknowledged by them in writing.

27. Authority. The person signing below on behalf of Owner and Contractor warrants that he/she has the authority to execute this contract according to its terms.

28. Amendment. This Agreement may be changed, amended, modified, extended or assigned only by mutual consent of the parties provided that consent shall be in writing and executed by the parties hereto prior to the time such change shall take effect.

29. Binding Agreement. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.

Signature Page Follows

IN WITNESS WHEREOF, City and Contractor, by and through their duly authorized officers and Representatives, have executed this Agreement. effective as of the date of the signature of the last party to sign below

CITY OF LOCKHART

By: _____
Lew White, Mayor

Date: _____

Attest:

By: _____
Connie Constancio, TRMC, City Secretary

TECHLINE CONSTRUCTION, LLC

By: _____
Don Lawyer

Title: _____

Date: _____

EXHIBIT A

Contract No. 3779 Distribution Construction Services, dated August 6, 2013, between the Lower Colorado River Authority with Techline Construction, LLC

EXHIBIT B

Interlocal Agreement between the City of Lockhart, Texas and the Lower Colorado River Authority concerning electrical transmission, control and substation facilities dated November 11, 2020

EXHIBIT C

Proposal by Techline Construction, LLC to the City of Lockhart, Texas dated April 15, 2021.

EXHIBIT C

Proposal by Techline Construction, LLC to the City of

Lockhart TX Dated April 15 2021

Techline Construction estimates the total cost of labor and equipment to complete the project or projects to be known as LK 40 to LK 150 ON

MAIN Street in Lockhart TX.

_____ for the City of Lockhart TX will be \$ 68,290 Not To Exceed 73,080. Any added or unusual work will be done by Techline Construction for extra compensation.

Every hole on this project has to be hydrovac'd because there are two gas lines and fiber optic cable close to the projected hole locations. The gas company has to have a representative present while we are vacuuming the holes if we are on or to close to the gas line we will have to move over one way or the other and re vacuum the hole in order to set the pole

Blue Bonnet also has to set a pole, in order for us to complete the project, and energize the new line.

This project will be completed on Contracted hourly wages. We can begin work on April 26th 2021, if we get contract in place.

Thank you

Don Lawyer


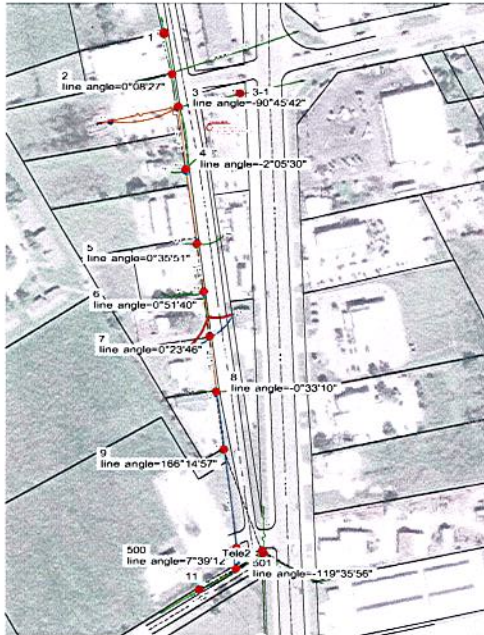
 903-603-6260

EXHIBIT D

IFC Drawings for City of Lockhart Project 9: LK40 to LK150 Tie Addition

CITY OF LOCKHART

PROJECT 9: LK40 TO LK150 TIE ADDITION



Note:

UTILITY OWNER SHALL BE RESPONSIBLE FOR OBTAINING THE NECESSARY RIGHT-OF-WAY AND FOR LOCATING ALL UNDERGROUND UTILITIES AS NECESSARY PRIOR TO RELEASING STAKING SHEETS FOR CONSTRUCTION.

ENGINEERING STAKING SHEETS PROVIDE ONLY CONSTRUCTION UNIT REQUIREMENTS. ACTUAL POLE AND ANCHOR LOCATIONS MAY REQUIRE ADJUSTMENT TO AVOID OTHER UTILITIES. CONSTRUCTION PERSONNEL SHALL INSPECT AREA FOR CONFLICTS WITH OTHER UTILITIES PRIOR TO BEGINNING WORK. CONSTRUCTION PERSONNEL SHALL CALL THE TEXAS EXCAVATION SAFETY SYSTEM OR OTHER APPROPRIATE NOTIFICATION CENTER AT LEAST TWO WORKING DAYS PRIOR TO DIGGING PER THE UTILITIES CODE, TITLE 5, CHAPTER 251 UNDERGROUND FACILITY DAMAGE PREVENTION AND SAFETY ACT OF THE STATE OF TEXAS.

CONSTRUCTION PERSONNEL SHALL INSPECT EACH POLE AND ITS APPURTENANCES TO DETERMINE IF THE POLE CAN BE WORKED SAFELY BEFORE CLIMBING, WORKING, OR CHANGING THE STRAIN ON EACH POLE.

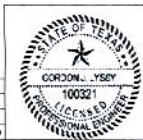
THIS NOTE SHALL APPLY TO EVERY STAKING SHEET ASSOCIATED WITH THIS PROJECT.

ENGINEERING CERTIFICATION IS LIMITED TO STRUCTURAL AND NECC CLEARANCE ISSUES ONLY AND DOES NOT INCLUDE RESEARCH OF REQUIRED EASEMENTS OR PERMITS.

MATERIAL PART NUMBERS ARE TO SPECIFY QUALITY AND COMPATIBILITY OF THE REQUIRED MATERIAL. EQUIVALENTS MAY BE PROVIDED.

CONTRACTOR SHALL VERIFY MATERIAL QUANTITIES.

ISSUED 3/18/2021
FOR CONSTRUCTION



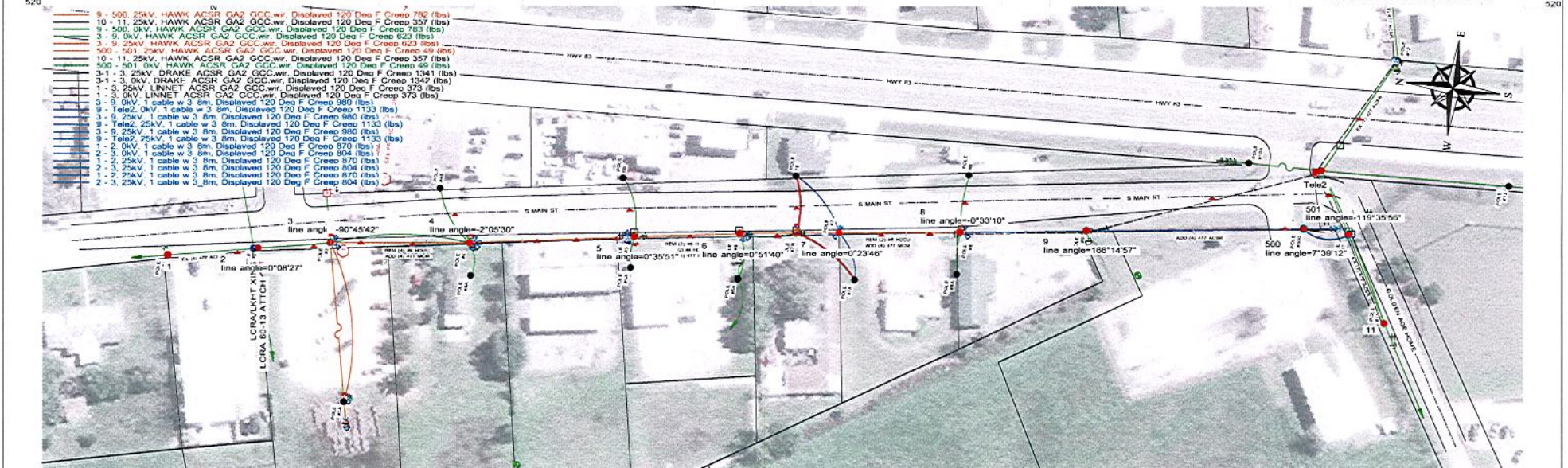
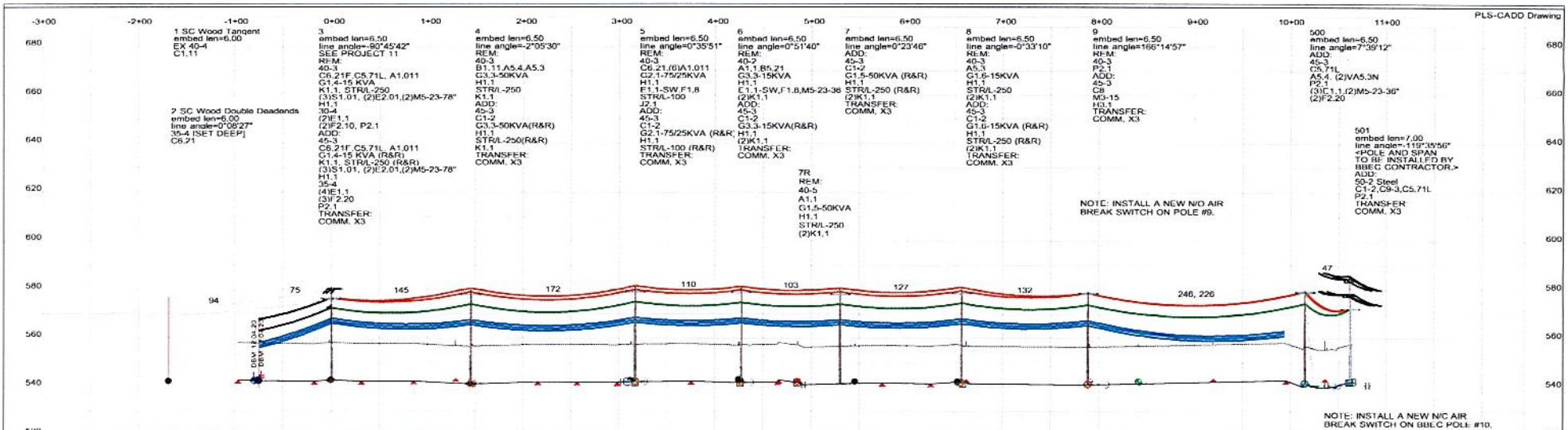
Digitally signed
by Gordon Lysey
Date: 2021.03.18
13:40:39 -05'00'

NO	DATE	REVISION	BY	CHK	APPD	NO	DATE	REVISION	BY	CHK	APPD
0	3/18/2021	FOR CONSTRUCTION									

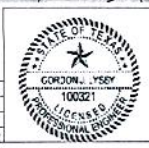
	DATE	BY	JENNIFER.LAND.COM	
DRWN	3/18/2021	GJL		
CHK	3/18/2021	GJL	TEAM REGISTRATION	
APPD	3/18/2021	GJL	NUMBER F-1584	

SCHNEIDER ENGINEERING	CITY OF LOCKHART	COVER	DRAWING NO.
	PROJECT 9: LK40 TO LK150 TIE ADDITION		20LKH13002-1

42



**ISSUED 3/18/2021
FOR CONSTRUCTION**



Digitally signed
by Gordon Lyssy
Date: 2021.03.18
13:27:50 -05'00'

NO	DATE	REVISION	BY	CHK	APPD	NO	DATE	REVISION	BY	CHK	APPD
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DATE	BY	REVISION
3/18/2021	GUL	ISSUED FOR CONSTRUCTION
3/18/2021	GUL	ISSUED FOR CONSTRUCTION
3/18/2021	GUL	ISSUED FOR CONSTRUCTION



CITY OF LOCKHART
PROJECT: W. LR40 TO LR150 THE ADDITION

PLAN & PROFILE

100.0 ft	Horiz. Scale
40.0 ft	Vert. Scale
DRAWING NO.	201.KHT13002-2

GH

City of Lockhart, Texas

Council Agenda Item Briefing Data

COUNCIL MEETING DATE: May 4, 2021

AGENDA ITEM CAPTION: Discussion and/or action to consider a request from Rachel Lingvai, Rach & Rhodes Presents, for City support of a monthly music series on the Square to be held every 3rd Friday from May to October 2021.

ORIGINATING DEPARTMENT AND CONTACT: Steve Lewis, City Manager, and Sean Kelley, Public Works Director

ACTION REQUESTED:

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

BACKGROUND/SUMMARY/DISCUSSION:

Rach and Rhodes Presents seek City Council's approval for "Courthouse Nights" events to be held Summer/Fall of 2021 and "in-kind support" for this event.

Historically, for events to be held Downtown, they need to meet the following criteria for "in-kind" support:

- A Special Activity Permit must be obtained from the Police Department.
- The event must be a "city-wide community event."
- If the event costs the City cash for anything, it must be pre-approved by the Council.
- In-kind services can include, but not limited to, trash cans, barricades, dumpsters, reasonable electrical services (110v), and reasonable water services.
- If alcohol is involved, security officers must be provided at the expense of the event holder and TABC laws and the local alcohol related ordinances must be observed.
- All fire and food handling regulations are applicable.
- Approval of affected businesses must be obtained.
- All cleanup must be by the event holder.

PROJECT SCHEDULE (if applicable): Summer/Fall 2021

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

LIST OF SUPPORTING DOCUMENTS: Letter requesting Council's support, Courthouse Nights Event Packet, Special Activity Permit

Department Head initials:

City Manager's Review:





May 4, 2021

Dear Steve and members of the Lockhart City Council,

Thank you for allowing us to speak with you at the council meeting tonight about the event we are planning.

Courthouse Nights is a monthly music series from May to October. It is going to be on the 3rd Friday of each month from 7pm-10pm. This event will be free and open to the entire community. We are currently working with the LHS Jazz Band program to open the event on the 21st of May. We have contracts signed for headlining bands for the first 4 months. We will not have alcohol or food sales on the lawn. But we will advertise the event as BYOB & BYOF in hopes that attendees will use the resources found in and around the square.

The idea for this music series came from a concert Will Rhodes & I performed for in Martindale, TX. The lawn was packed with people young & old with picnics made up of food & beverage from the businesses neighboring the lawn. It all seemed so simple and lovely. We came home wondering why we didn't have this kind of event in Lockhart. Thus, our production company was born and Courthouse Nights started to take shape.

The following page will hopefully shed light on what we need from the city and what we still have questions about in order to make this event successful, safe and fun for all.

Thank you for your time & attention,

Rachel Lingvai
Rach & Rhodes Presents
(512) 689-2726
rachel@rachandrhodspresents.com
www.rachandrhodspresents.com



What we have:

- Event Permit for County Courthouse lawn use signed by Judge Haden
- Special Events Permit turned into Lieutenant Ybarra
- Permission from TABC Agent Franco allowing open containers on lawn and square pending a Special Events Permit
- Headlining Band contracts for May through August
- Information and levels of involvement sent out to potential Sponsors
- Staff to help with set-up/tear-down of event

What we need:

- Application for Temporary Street Closure to be turned in. This requires us to acquire signatures from all businesses on Market St. from Main to Commerce. We have some but not all.
- Trash Receptacles - Sean Kelly from Public Works seems to think the courthouse lawn has plenty of trash receptacles. We agree! Will the city provide empty bags for us to use? Do we need to bring our own?
- A Stage! We have met with Sean Kelly about using the city's stage risers. We have seen the risers. We would need 6 to 9 delivered by 3pm on the day of event.
- Barricades for Market St. We are unsure of how many. We understand there are already some on the square for the Farmer's Market the following morning. We are unsure of how many more we would need.
- Electric - We have turned in an application with Bobby Leos regarding power for the bands.
- Security Officers - We are unsure of this. Lieutenant Ybarra and Agent Franco both made it sound like we will be fine without hiring police or a security company for this free event.
- Clean-Up after event - We are currently in contact with the Pegasus School and their Community Service Program to see how we can work with their students to help us with set-up and tear-down/clean-up.

RACH & RHODES
PRESENTS

Courthouse Nights



***AN EVENING OF MUSIC AND COMMUNITY
ON THE COURTHOUSE LAWN***



WHAT IS IT?

Courthouse Nights is a monthly music series on the 3rd Friday of every month from May to October. It is a family-friendly, free event centered around the Caldwell County Courthouse.

WHO IS RACH & RHODES?

Rach & Rhodes Presents is a production company headed up by Rachel Lingvai & Will Rhodes. We are Lockhart residents, parents, musicians and music enthusiasts.

WHY COURTHOUSE NIGHTS?

We love this town and want to use music as a catalyst to celebrate the diversity and community here in Lockhart and surrounding. We believe the county courthouse lawn is the perfect location for this event.



Where Your Money Goes

BUILDING COMMUNITY

- Creating an event for the entire community to enjoy
- Highlighting our beautiful county courthouse

SUPPORTING THE ARTS

- We are able to book a more versatile headliner with broader demographic appeal
- We are able to hire an experienced staff

SUPPORTING DOWNTOWN LH

- Bringing money to downtown businesses



2021 Sponsorship Opportunities

PRESENTING SPONSOR

\$3,000

- VIP Tent Entrance for 4 - Free Food & Drink
- Premiere Logo Placement on Stage Banner and all digital and poster promo
- Opportunity to Speak Prior to Headliner
- Recognition from the event stage
- Private parking for 2 vehicles
- Free admission for 4 to after-party: Courthouse Late Nights
- Courthouse Nights swag bag



2021 Sponsorship Opportunities

CELEBRATION SPONSOR

\$1,500

- Logo Placement on Stage Banner and all digital and poster promo
- Recognition from Event Stage
- Free Admission for 4 to after-party: Courthouse Late Nights
- Courthouse Nights Swag Bag

IMPACT SPONSOR

\$500

- Digital and Poster Promo
- Recognition from Event Stage
- Courthouse Nights Swag Bag



2021 Sponsorship Form

To ensure recognition on printed material, please submit form by May 17th

SEND TO:

rachel@rachandrhodespresents.com

OR CALL FOR PICK-UP:

512-689-2726

PLEASE MAKE CHECKS PAYABLE TO:

Rach & Rhodes Presents

Organization: _____

Contact Name: _____

Phone: _____

Address: _____ **City:** _____ **St:** _____ **Zip:** _____

Email: _____

Sponsorship Level: _____

Name & Title (please print): _____

Signature: _____ **Date:** _____

Thank you for your sponsorship!



CITY OF LOCKHART

SPECIAL ACTIVITY PERMIT APPLICATION



THIS APPLICATION MUST BE SUBMITTED TO THE LOCKHART POLICE DEPARTMENT AT 214 BUFKIN LANE, LOCKHART, TEXAS. THE APPROVAL PROCESS MAY TAKE UP TO 3 BUSINESS DAYS TO COMPLETE.

NOTES: FAILURE TO FILE THE APPLICATION WITH THE LOCKHART POLICE DEPT. IN SUFFICIENT TIME MAY RESULT IN DENIAL OF THE PERMIT FOR THIS ACTIVITY.

IN THE EVENT THERE IS A SITUATION/CONFLICT WITH THE PERMIT, YOU WILL BE CONTACTED BY A MEMBER OF LOCKHART CITY STAFF.

DATE RECEIVED: 4/26/21 BY: P. BARRA

TYPE OF ACTIVITY: Monthly Music Series on Courthouse Lawn
 DATE(S) OF ACTIVITY: 3rd Friday of every month May - Oct. May 21 August 20
June 18 Sept. 17
July 23 Oct. 15
 TIMES OF ACTIVITY: 7-10 pm

ACTIVITY SPONSOR (NAME OF GROUP, ORGANIZATION, OR INDIVIDUAL SPONSORING THE ACTIVITY)

NAME: Rach & Rhodes Presents
 PHYSICAL ADDRESS: 502 W. Prairie Lea St. Lockhart TX 78644
(NUMBER) (STREET) (CITY) (STATE) (ZIP CODE)
 MAILING ADDRESS: " "
(NUMBER) (STREET) (CITY) (STATE) (ZIP CODE)
 TELEPHONE NUMBER: (512) 689 - 2726

APPLICANT (NAME OF THE PERSON WHO WILL BE IN CHARGE OF THIS ACTIVITY)

NAME: Rachel Lingrai & Will Rhodes
 PHYSICAL ADDRESS: 502 W. Prairie Lea St. Lockhart TX 78644
(NUMBER) (STREET) (CITY) (STATE) (ZIP CODE)
 MAILING ADDRESS: " "
 TELEPHONE NUMBER: (512) 689 - 2726
 D.L. # / ID CARD # TX 02366958

LOCATION OF ACTIVITY (FACILITY TO BE USED, PARK, ETC.)

PHYSICAL ADDRESS: Cowhouse lawn - Southside

NAME OF PROPERTY OWNER: _____

OWNERS ADDRESS: _____
(NUMBER) (STREET) (CITY) (STATE) (ZIP CODE)

MAILING ADDRESS: _____
(NUMBER) (STREET) (CITY) (STATE) (ZIP CODE)

TELEPHONE NUMBER: (____) _____ - _____

FACILITY DESCRIPTION

WILL YOU BE USING A TENT OR AN AIR SUPPORTED STRUCTURE? YES NO

IF YES, WHAT IS THE SIZE OF THE TENT OR AIR SUPPORTED STRUCTURE? _____

IF YES, IS IT FIRE RETARDENT OR FLAME RESISITANT? YES NO

IF YES, DO YOU HAVE THE CERTIFICATE FOR IT? YES NO

DO YOU HAVE THE REQUIRED NUMBER OF THE FOLLOWING:

- FIRE EXISTS? YES NO
- FIRE EXTINGUISHERS? YES NO
- RESTROOM FACILITITES? YES NO
- SANITATION FACILITIES? YES NO

WHAT AREA WILL BE USED FOR VEHICLE PARKING? Cowhouse/square & surrounding

ADMISSION

IS THE ACTIVITY OPEN TO THE PUBLIC? YES NO

IF NOT, WHO WILL MONITOR ADMITTANCE? _____

WILL AN ENTRANCE FEE BE CHARGED? YES NO

IF YES, HOW MUCH? _____

ESTIMATED NUMBER OF PEOPLE TO ATTEND? 100

ALCOHOLIC BEVERAGES

WILL ALCOHOLIC BEVERAGES BE ALLOWED ON PREMISES? YES NO

IF SO, WHAT TYPE? Any

WILL ALCOHOLIC BEVERAGES BE FOR SALE? YES NO

IF YES, DO YOU HAVE A TEMPORARY ALCOHOLIC BEVERAGE PERMIT ISSUED BY THE TEXAS ALCOHOLIC BEVERAGE COMMISSION? YES NO

IF YES, WHAT IS THE PERMIT NUMBER? _____

WHO HOLDS THE PERMIT LICENSE? _____

FOOD

WILL FOOD BE SOLD? YES NO

IF YES, WHAT TYPE OF FOODS? _____

WILL FOOD BE PREPARED AT THIS LOCATION? YES NO

WILL YOU BE USING HEATING OR COOKING EQUIPMENT? YES NO

IF YES, WHAT TYPE OF EQUIPMENT? _____

IS THE EQUIPMENT INSTALLED AND SECURED PROPERLY? YES NO

DO YOU HAVE A FOOD HANDLERS PERMIT? YES NO

IF YES, DATE OF ISSUE: _____ DATE OF EXPIRATION: _____

WILL FOOD BE CATERED? YES NO

CATERER'S PHONE NUMBER: (____) _____ - _____

AMUSEMENTS

WILL YOU HAVE ANY AMUSEMENTS? YES NO

IF YES, WHAT TYPE: Stage w/ Bands

AMPLIFIED SOUND

WILL AMPLIFIED SOUND BE USED (i.e., band, disc jockey, loud speakers, etc.)?

YES NO

IF YES, WHAT TYPE? Band, DJ

DURING WHAT HOURS? 7-10 pm

NO OPERATORS OR ACTIVITY SHALL AT ANY TIME ALONG ANY FACILITY PROPERTY LINE CAUSE A SOUND PRESSURE LEVEL WHICH EXCEEDS THE FOLLOWING DECIBEL LIMITS:

<u>Frequency (Hz)</u>	<u>Maximum db level</u>
0 - 600	58
600 - 2400	50
Above 2400	42

VIOLATION OF THESE SOUND LEVELS IS A CRIME PUNISHIBLE BY A FINE NOT TO EXCEED \$1,000.00.

SECURITY

DO YOU HAVE SECURITY OFFICERS? YES NO HOW MANY? _____

AGENCY PROVIDING SECURITY? _____

ADDRESS: _____
(NUMBER) (STREET) (CITY) (STATE) (ZIP CODE)

TELEPHONE NUMBER: () _____ - _____

SECURITY INFORMATION MUST BE PROVIDED TO THE LOCKHART POLICE DEPARTMENT BEFORE THIS ACTIVITY BEGINS

POLICE DEPARTMENT

City Use Only/Cost: _____

NUMBER OF OFFICERS REQUIRED (IF PD IS TO PROVIDE SECURITY): 0

HOURS TO BE USED: _____

PARKS

City Use Only/Cost: _____

NUMBER OF PARKS PERSONNEL NEEDED FOR EVENT: 0

TRASH CANS NEEDED: 0

NUMBER OF BARRICADES REQUIRED: 8?

LOCATION WHERE BARRICADES ARE TO BE USED: Market & Main,
Market & Commerce

STREETS

City Use Only/Cost: _____

NUMBER OF STREETS PERSONNEL NEEDED FOR EVENT: _____

NUMBER OF BARRICADES REQUIRED: _____

STREETS TO BE CLOSED: 1) Market - From Commerce to Main

2) _____

3) _____

4) _____

5) _____

PLEASE USE A SEPARATE SHEET OF PAPER TO CONTINUE STREET CLOSURES.

I, the undersigned applicant, hereby affirm that I am the person who is responsible for this activity. I understand that any false or misleading statement in this application is grounds for denial of a permit, or if one has already been issued, grounds for its revocation. I also understand that I am responsible for compliance with all applicable laws and any other requirements set forth for the issuance of this permit.

Rachel Lingvrai
Applicant Printed Name

4.12.21
Date

Rachel Lingvrai
Signature

APPROVED

- POLICE OFFICIAL: _____ DATE: _____
- FIRE OFFICIAL: _____ DATE: _____
- BUILDING OFFICIAL: _____ DATE: _____
- PARKS OFFICIAL: _____ DATE: _____
- HEALTH OFFICIAL: _____ DATE: _____
- ELECTRICAL OFFICIAL: _____ DATE: _____
- PUBLIC WORKS OFFICIAL: _____ DATE: _____

DISSAPROVED

- POLICE OFFICIAL: _____ DATE: _____
- FIRE OFFICIAL: _____ DATE: _____
- BUILDING OFFICIAL: _____ DATE: _____
- PARKS OFFICIAL: _____ DATE: _____
- HEALTH OFFICIAL: _____ DATE: _____
- ELECTRICAL OFFICIAL: _____ DATE: _____
- PUBLIC WORKS OFFICIAL: _____ DATE: _____

COMMENTS / ADDITIONAL REQUIREMENTS:

MUST BE SIGNED AND RETURNED WITH VENDORS APPLICATION
FOOD SERVICE AT SPECIAL EVENTS

BY HEALTH DEPARTMENT
CITY OF LOCKHART

FOOD BOOTH

This Guideline for Food Service at Special Events is compiled to give patrons of those events assurance of Vendors Commitment to Food Safety.

- Food Booths – all food must be covered or all sides of booth must be screened.
- Top to repel water.
- Floors that can be cleaned.
- All food prepared, stored, or displayed must be in booth. **All food must be prepared on site!**
- Hand wash facility shall have adequate amounts of water, soap dispenser and towels (disposable).
- If cooking utensils are used the booth must have two containers large enough to wash the utensils: one for detergent and one for Clorox and water (one tablespoon per gallon of water). **These are not to be used for hand washing!**
- All eating utensils to be disposable (cups, knives, forks spoons and plates).
- Food preparation to be done on nonporous surface (cutting boards of hard plastic).
- There shall be a container to hold all waste from beverages, ice, etc. and disposed of in proper manner (not on ground).
- There must be a food thermometer in each food booth.
- **Cold food must be kept at 41 degrees F or below** (potentially hazardous food [food that will spoil]).
- **Hot food must be kept at 165 degrees F or over** (potentially hazardous food [food that will spoil]).
- Condiments shall be in pumps, squeeze containers, self-closing lids or individual wrapped packages.
- Ice for drinks to be kept separate from ice for cooling.
- Ice used for refrigeration can not be used for consumption.
- **Refrigeration large enough to hold food to 41 degrees or lower day and night** (can not take home).
- Food must be covered at all times.
- If cooking – all grease to be recovered and disposed of properly (**not on the ground!**)
- Store everything at least 6" off the ground.
- All garbage to be in plastic lined container with lid.

FOOD HANDLERS

- **Must wear clean outer garments/aprons.**
- **Restrain hair (hats, scarves or hair nets).**
- **Do not work if ill.**
- **Wash hands each time you enter food area from eating, smoking, using restroom, etc.**
- **If you are handling food, you must use disposable, chemically treated towelette.**
- **Persons using tongs or individual tissue need not use gloves.**
- **No smoking or eating in the booth.**
- **No visitors, children or pets are allowed in the booth.**

COMPLIANCE IS MANDATORY

You must sign this document and return it with your application or the application will be denied.

Printed Name _____

Signature _____

Date _____

PARK USE APPLICATION (PAVILION)

NAME OF PERSON, GROUP OR: _____

ADDRESS: _____
(NUMBER) (STREET) (CITY) (STATE) (ZIP CODE)

TELEPHONE NUMBER: (____) _____ - _____

DATE & TIME OF ACTIVITY: _____

FACILITY TO BE USED: _____

PURPOSE OF ACTIVITY: _____

WHO WILL BE RESPONSIBLE FOR THE ACTIVITY? _____

ADDRESS: _____
(NUMBER) (STREET) (CITY) (STATE) (ZIP CODE)

TELEPHONE NUMBER: (____) _____ - _____

SIGNATURE

DATE

Sec. 19-35 Revocation of Permit

A park use permit may be revoked at any time by the City Manager or his designate for reasons which may include, but are not limited to misrepresentation of information given at the time of permit application, failure to comply with conditions the permit, or assignment of the permit to another party without the prior written consent of the City Manager or his designate.

****SPECIAL NOTE: IT IS THE USER/APPLICANT'S RESPONSIBILITY TO BAG AND PLACE ALL GARBAGE IN THE NEAREST DUMPSTER TO THE PAVILION BEING USED. FAILURE TO COMPLY WITH THIS REQUIREMENT WILL FORFEIT ALL DEPOSITS AND FUTURE USE OF ANY CITY FACILITY!**

APPLICANT'S INITIALS

FOR OFFICIAL USE ONLY

APPROVED

DISAPPROVED

(SIGNATURE OF OFFICIAL)

DATE

FEES PAID: _____ DEPOSIT PAID: _____

DATE PAID: _____ DATE PAID: _____

RECEIPT # _____ RECEIPT # _____

City of Lockhart, Texas

Council Agenda Item Briefing Data

COUNCIL MEETING DATE: May 4, 2021

AGENDA ITEM CAPTION: Discussion and/or action on a "Fire Station #1 Condition Report" detailing the existing building condition and potential life safety renovations from Studio Steinbomer Architects and Interiors, Wilson and Girgenti MEP Engineers, and Tsen Structural Engineers.

ORIGINATING DEPARTMENT AND CONTACT: Randy Jenkins; Fire Chief

ACTION REQUESTED:

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

BACKGROUND/SUMMARY/DISCUSSION:

The primary purpose of the Fire Station #1 Condition Report is to document the portions of the existing building which may need functional updating and with more attention directed to important life-safety issues for occupants and the better protection of the building.

The report summarizes the anticipated work actions and estimates associated cost for the items described in the report. The recommendations are intended not to alter the historic aspects of the building and limited to primarily inside the walls.

Life Safety Upgrades

Automatic fire sprinkler suppression system throughout the building, fire/smoke sensing and alarm system, upgrades to hazardous electrical panels and switchgear, new air scrubbers for noxious gases in apparatus bays below sleeping areas, enhanced fire/smoke barrier between apparatus bays and sleeping area above, and enhanced emergency exiting from second floor.

Enhanced Living and Working Quarters for Firefighters

Restroom on first floor renovated including exhaust air vent and reduced trip hazard, restroom on second floor completely renovated with new shower, finishes, and removal of existing furnace system, kitchen renovation to replace cabinets, appliances, and reorganize, relocation of furnace and ductwork from bathroom, remodel one bunk room sleeping quarters into three separate sleeping quarters, a new drop ceiling and LED lights throughout the remodel area and new floor finishes.

Exterior Upgrades

Repaint wood trim, touch up some brick masonry as needed.

Previous Council Action: N/A

FISCAL NOTE: The potential total construction cost, at this scope, with a late fall bidding is \$425,250. Additional Architect and Engineering fees of \$30,000 are also anticipated.

COMMITTEE/BOARD/COMMISSION ACTION: N/A

STAFF RECOMMENDATION/REQUESTED MOTION: N/A

LIST OF SUPPORTING DOCUMENTS:

Fire Station #1 Condition Report, prepared by Studio Steinbomer Architects and Interiors.

Department Head initials:



City Manager's Review:



FIRE STATION #1 CONDITION REPORT Lockhart, TX

Report on Existing Building and Life/Safety
concerns as of March, 2021



Prepared by

Studio Steinbomer Architects and Interiors;
Wilson and Girgenti MEP Engineers; Tsen
Structural Engineers

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Mr. Steven Lewis, City Manager
City of Lockhart, Texas

Re: **Executive Summary for Report on Conditions and Life Safety Renovations, Fire Station #1**

Mr. Lewis:

This is a summary of anticipated work actions and estimated associated costs, for the items described in our Report. This set of actions are intended to *not* alter the historic aspects of the building and the scope is primarily limited to inside the walls.

The primary goal is to address the necessary Life/Safety requirements of the building and to enhance the living and working quarters for our firefighters.

*Major portions of anticipated life/safety work include the installation of a full automatic fire suppression system (sprinklers), fire/smoke notification system, air scrubbers for noxious gases in the apparatus bays, enhanced fire/smoke protection on the ceilings and stair walls of the first level, enhanced emergency exiting from the second level.

*Living and working quarters renovations includes upgrade both restrooms up and down, and upstairs fully renovated kitchen, sleeping quarters, most ceilings and floor finishes.

Life/Safety

Automatic Sprinkler fire suppression system throughout the building

Fire/smoke sensing and alarm system

Upgrades to hazardous electrical panels and switchgear

New air scrubbers for noxious gases in Apparatus Bays below sleeping areas.

Enhanced fire/smoke barrier between Apparatus Bays and sleeping areas above.

Enhanced emergency exiting from second floor.

Enhanced Living and working quarters for Firefighters.

Restroom on first floor renovated including exhaust air vent, reduced tripping hazard.

Restroom on second floor completely renovated with new expanded shower, new finishes, move existing furnace #2 which was in this room.

Kitchen: replace cabinets, appliances and reorganize for better utilization.

Relocate existing furnace #2 to above ceiling and new ductwork throughout that system.

Remodel one room bunk style sleeping quarters to three separate rooms, allows for gender diversity and privacy

New ceilings and LED lights throughout new ceiling areas. New floor finishes.

Exterior

Repaint wood trim, touch up some brick masonry that could use it.

Estimated costs per scope includes Construction Management and Payment and Performance

Bonds:

General Costs and Demolition	\$ 69,850
Finishes, Doors, and Ceilings	117,840
Appliances and Cabinetry	13,614
Plumbing	4,251
Fire Suppression Sprinkler system	30,077
Mechanical/HVAC	29,698
Air Scrubbers	40,005
Electrical	53,569

Purpose

The primary purpose of this report is to document the portions of the existing building which may need functional updating and with more attention directed to important life-safety issues for occupants and the better protection of the building.

Portions of this report are primarily focused on the historic original building with brief review of the additional bay and wash room/storage area on the west and north sides of the western end of the original brick building.

Throughout the descriptive text are comments related to the proposed and recommended changes or upgrades, either for this estimating phase or the future. *These comments are highlighted in italics and in blue if recommended but not included in this estimating exercise.*

This report is not intended to make an historic preservation analysis or recommendations regarding important aspects towards preserving the integrity and longevity of the exterior historic fabric of the building particularly. That is an important process and it is hoped that can be undertaken in the near future. All practical and reasonable considerations towards not disrupting the historic fabric are included in the work to be undertaken as part of the basic intentions.

It is important to make note of the fact that, counter to what most of us might assume, the building does not seem to be listed on the National Register of Historic Places or have a Texas Historical marker in recognition of historic value, and it is not included in the downtown Courthouse Historic District.

Those designations have value in analyzing what work must be done to comply with the Building Codes and it may be compared to what a new building requires. Another factor that would work in the favor of doing what is best for the needs of the building and yet not a lot of added restrictions, would be the application of the *IEBC—International Building Code*. It is a part of the IBC suite of codes but was not adopted by the City when the switch was made to 2015 codes. I am told that the City is considering going to a later edition of the IBC and at that point it would be helpful to include the IEBC. Not only for the City's historic or older buildings, but for private citizens as well.

Building Description and Basic Existing Conditions

The exterior building shell is comprised of loadbearing brick masonry and appears to be in substantially good condition. It has been used as a fire station from its inception but also housed a variety of other purposes, including a jail and other civic functions. Some modifications have necessarily been made over the years but with not too much impact on the actual structure. The building is now and has been for some time, used entirely for Fire Department purposes. The ground floor level, especially on the south side where the large bay doors are, appears to be four courses, or wythes, of brick. The walls could have easily been supported with three wythes, but common practice was to lay another course of brick inside up to the point of the floor joists, where that course stops and forms a shelf for the second floor framing—meaning the upper portion of the wall is three bricks deep. That is most clearly evidenced along the west stairs at the point where the second floor framing aligns.

The south and east “face” brick walls are laid using a smooth running bond with header courses interspersed usually at intervals of five course running and one course header, but both facades use differing methods of arranging the courses for decorative effect. Some course are laid “proud”, sticking out an inch or so and some are laid recessed. The north and west walls are laid with a softer “common” brick walls are laid with a combination of running bond and header courses, with five courses of running bond between single header courses.

The bottom few courses of the east and south facades are laid with the reddish common brick utilized on the north and west sides. *This brick is a softer material and especially on the north side, shows signs of some deterioration, perhaps from freeze-thaw cycles damaging the surface. It is this brick which appears to need careful mortar re-pointing sometime in the future, but is beyond the planned scope of this report or estimate.*

The very well made face bricks are produced by the dry press process of the finest quality and show little to no signs of aging or deterioration. These are a soft tannish color normally associated with a “manganese” additive to the clay, along with small random dark spots achieved by adding bits of iron to the mix before firing. The only one I saw removed was stamped with the letters “TFBCo” associated with an early Texas manufacturer, Texas Fire Brick Company near Elgin.

The original brick walls form a rectangle which in the plan view is 82'-1-3/4" on the east to west axis and 40'-0" on the north to south axis. There is an addition on the west end of the building which is 51'-0-5/8" north to south, and 12'-9-3/4" east to west adjacent to the west side of the original fire house. It is in the shape of an inverted “L” so the northern most portion extends another 15'-8-1/2" to the east.

The building appears to have been built upon a concrete slab-on-grade foundation and remains so today, with no evident subfloor area or basement area. The first level surface is the exposed concrete of the foundation and is not covered except for an epoxy-like coating in the actual apparatus bay areas. Interior floor finishes from numerous earlier renovations completely conceal the original second floor. One portion of that original floor is exposed in a storage closet on the second floor.

The interior finished ceiling conceals most of the original wooden structure and a substantial amount of mechanical and other systems above the second level. Above that lowered ceiling on the second floor, much of the original tin ceiling material remains on the higher, original ceilings. But that

tin and wood ceiling is broken and open in many ways and does not provide an effective barrier between the occupied areas and the attic. *We would prefer of course to remove the lay-in tile ceilings and repair, seal and repaint the tin ceiling. But we assume that will have to wait until someday when the building might become a fully restored museum or other use.* Maintaining the current purpose and keeping an eye for saving money while better protecting the occupants and building, we will place more faith in a full fire suppression system above and below ceiling and attic, along with a full alarm and notification system. *That is included in our recommendations and estimating.*

The first level ceiling structure is covered with a series of large sheet products with joints concealed by wood strips. These do not appear to be the typical 4' X 8' module in panel products which came much later in the 20th century, and appear to be made of a fairly soft, likely cellulose fiber material with a smoother white finish. (No samples were taken or analyzed but similar products were used elsewhere in this era.) *This is the only barrier between the apparatus bay atmosphere and the second floor wooden framing and flooring. This report includes and recommends covering this entire ceiling and portions of the walls of the stairs with a more fire-resistive material and system. At least one layer of 5/8" Type X gypsum board over 7/8" metal hat channels screwed to the existing joist system—through the existing finish material or directly to the joists if that material is removed. All such finish work should occur after any upgraded MEP or other work is completed. The added bay to the south is not included in that new work. (We encourage comments and review from the Fire Marshal as to this effort. Our intention is to provide a better barrier to fumes, smoke and heat, recognizing that we cannot practically rebuild the floor/ceiling assembly in a true UL recognized assembly for- this application.)*

The floor/ ceiling structure is 2 by 13 wood joists laid on the north/south axis and resting on the outer walls and along a steel or iron beam running through the middle of the building, east to west. That beam, on both floors, is supported by cast iron columns in between the east and west walls. Those beams from that era were often referred to as "Carnegie Beams" and usually in the more traditional "I" section as compared to the "W" wide flange sections we use today. The wood floor above is supported by the wood joists.

The main anomaly to the straightforward building structure is the area on the north side of the building inside where there is substantial concrete structure. On the first level that was used for a jail cell and sally port to the outside and inside. The cell portion is now a restroom. Upstairs that concrete structure forms a substantial concrete incased vault complete with an original vault door. It is currently used for storage.

On the west side of the original building is an additional bay, which currently abuts a small one story private owner building to the west which is part of a small set of retail storefronts dating back many years. The original brick rectangle of the building was expanded at some point with a concrete block one-story structure to house a new firefighting apparatus, currently a brush truck at the time of our photos. That added bay closed the gap between the original brick building and the adjacent single story structures.

Fire Pole

There are stories we heard about the removal at some point of the fireman's pole from the second floor. I did not see indications where it might have been but I did not search deeply. Certainly does not remain.

Roof Structure

The roof structure and coverings were not analyzed at this point but should be in the future. The roof appears to be the same material where visible in all the photos dating back as far as we have seen. Because of its appearance and longevity and period of installation, we believe it is almost certainly a cement-asbestos product. That would have been the best material short of slate or lock-formed standing seam metal at the time of construction. Those roofs have lasted for decades in most installations and have been replaced more often because of changes in style or substantial damage from hail storms.

For primary purposes of this report, we did not look farther into the condition of this material *but we do recommend a review and plan for future replacement with a modern and similar, non-asbestos material.* Removal of asbestos containing materials on a public building, especially on the outside, is somewhat tedious and expensive, and carefully regulated by the State which is entrusted and obliged to enforce EPA regulations. The subsequent costs are higher due to the careful handling of the material being removed by specifically licensed contractors, its collection and encapsulation, and subsequent disposal in a landfill site licensed to receive that material. Nonetheless, if it is deteriorating and prone to occasionally “shed” pieces of roofing material, and *it should be included in the long-term assessment of the building exterior.*

On the long axis of the main roof, there is a low-pitch, nearly flat portion which supports an open web metal tower with a variety of equipment anchored to it—some in active and some active. That roof is accessed by a scuttle hole in the west stairway with a much less than OSHA accepted ladder. Or by an original scuttle hole in the metal ceiling above the Dining area. That access is concealed and inaccessible due to the current lay-in-tile drop ceiling grid. From that access opening, there is a direct wooden slat ladder leading to the hatch at the low-pitch roof some nine feet above.

In our renovation drawings we are recommending a new safer access point with a fixed safer ladder in the existing storage area on the second floor. That is behind a door which could be locked if deemed necessary. From that point where the existing metal ceiling is, about thirteen feet from the floor, a safe walkway will need to be built to convey a maintenance person to the existing slat ladder. Most of that work *is included in the drawings and budget. A new safer ladder to the high roof is not at this time.*

Brick

The brick is of two basic varieties as typical of masonry buildings from the eighteenth through twentieth century. A well-made high quality and often decorative “Face” brick on the sidewalk or main facades, with more economical “Common” brick utilized for hidden courses behind the face brick and for all sides of the walls which are deemed to be less visible— alleyways and party walls. In this case, the face brick is utilized only on the south and east facades, with common brick back up and exposed common brick only, on the north and west facades.

The face brick on the Station #1 building is a well-made dry-pressed brick of high quality. They are darkened by added colored minerals in the clay body and an added variety by use of “iron spots” which look like dark brown or black freckles across the face of the brick. These spots are deliberately formed by the inclusion of mineral particles in the wet clay prior to forming and firing. The darker color of the body is usually the product of other additives to the natural clay and on

occasion, the result of the clay itself coming from a distinct clay pit source. Usually it is produced by adding minerals which may include manganese or other additives.

The date of construction and the general appearance and size would say the brick could have come from any one of three or four local or regional manufacturers, available by nearby rail delivery or by truck. That would include Elgin Brick for the reddish brick common brick. The face brick are similar in color and size to some made around that time near Elgin by the Texas Fire Brick Co. (usually impressed in the wet clay as "TFBCo"). These brick measure 8-1/4 inches in length by 3-3/4 inches in depth and 2-1/4 inches in height and are well formed with sharp and true edges.

The fact that the face brick and common brick measure the same height, is less common in that period of construction. More often, the common brick was of a slightly greater height or thickness, which leads to some difference in courses where the corners of face brick walls meet common brick walls. It is accommodated by staggering courses of one or the other to eventually meet up with the same course line every five to eight course. The effect is visually noticeable and yields a less perfect bonding at those intersections. By matching the thickness of the brick in this case, the masons were able to form uniform coursing and key in the adjoining facades better.

Exterior Fenestration and Doors

Observation of the windows and glazing in most cases points to a nearly complete set of original window frames and sashes. The original swinging wooden doors for the fire apparatus bays have been long ago replaced with metal overhead doors with motorized operators. At one point a few years ago, the overhead doors in those bays included glass in the upper portions and were probably wooden overhead doors, according to older photos. This type of door is a necessary compliment to the needs of firefighters' rapid response and departure when called upon during an emergency. Those three primary doors are 12'-2" wide and 10'-2" tall. The door in the added bay is 10'-0" wide but taller. The metal overhead door in the east or entry façade is smaller at 10'-0" wide, and shorter. The original overhead transom still exists and is visible from inside the station, covered with painted plywood outside. That bay is not currently housing a vehicle.

Windows and single doors:

The mostly original window glazing is single pane and clear without tint. While that is not ideal for energy conservation it is certainly the most appropriate approach to maintaining the building's historic fabric and appearance. *We would advocate that these windows remain single pane and un-tinted, and we recommend updating and refreshing the paint and sealants around the frame and joints. That will reduce leakage and enhance thermal properties. That effort is included for cost estimating purposes within this report, on the drawings.* Another way to enhance the windows is to add better sealing where the sashes meet the jambs. A small variety of options are available for that, the best being metal weather-stripping applied to the jamb and sill. That is a labor-intensive process and other options might be considered, but it is the most effective way to seal the windows and allow them to still operate. *That effort was not included in the estimating portion of this report.*

Many windows especially on the second floor, have been modified over the years to accommodate changes to the interior, mainly lowered or "drop" ceilings. The solution for the view from exterior—looking into the void over the dropped ceilings—was to apply painted plywood to fill in the upper sections—changing the original arched openings in a major way on the east and south sides. *We would recommend taking a different approach to achieve the goals without the plywood "eye patch" in the arches.* The simplest approach would include removing the painted exterior plywood and applying dark colored or black paint to the inside of the glass, or for a longer solution, just adding a moisture—

resistant dark board inside the window. If that is not accessible in all locations, a similar approach could be taken on the outside. Plastic laminate faced-panels would be long-lasting examples of that approach and only slightly better than the red plywood.

All of these are just half-way and really just cosmetic half-measures with some level of visual improvement. The image of this very proud building is diminished by those window "eyelids".

Ultimately, if the building one day becomes historic and a museum-quality renovation is undertaken, all these windows could be re-opened to higher ceilings inside—with mechanical systems in the huge attic instead of the drop ceiling. The best interim solution is to install the ceilings in a manner where they must remain "dropped" such that there is a simple turned-up portion behind each window, usually about two to three feet deep into the ceiling. This solution preserves the noble exterior image of the windows and provides a surprising amount of additional light inside. *These recommendations are not included for the estimating part of this report.*

In the past, that plywood and all the trim was painted a more neutral color, according to old black and white photos, and it was not as stark or noticeable. The fire engine red paint now draws the attention of the eye more eagerly. A change in color should be considered.

Life/Safety Conditions

(See also the attached report from the MEP engineers.)

By far the most important aspects of concern in this facility are related to protection of life and safety of users and the occasional public visitors. Protecting the building is secondary to protecting people but just as important in terms of also considering means to accomplish the life safety aspects and unlikely potential of collapse in an all-consuming fire event. Sort of works hand in hand.

The age and configuration of this historic building will prevent the City from a complete makeover into a fully Code-complaint structure, but we can make a few significant improvements, each of which adds a level of protection throughout.

Because the building has been continuously occupied since construction with the specific purposes for its current use, the 2015 International Code suite would make significant allowances through the International Existing Building portion of the code. According to the City website, the 2015 codes are adopted. I do not find the exact mention that the Existing Building Code portion has been adopted yet, but doing so is a fairly easy process and useful to undertake.

That Code and National register listing would allow exceptions for relief from some requirements, even some of the ADA /TAS requirements, and some aspects of the fire code, but not the very basic elements in this occupancy.

There is currently no fire suppression system or integrated contemporary fire detection and reporting system as required by Code for this occupancy. That would be important in any building where there are 24 hour occupants and sleeping quarters above a vehicular area. In this case, the nature of the construction would indicate a need for more stringent application of fire protection measures. [This report advocates for that and the engineering drawings provide more detail for that.](#)

It might initially seem to some people that having fire alarms and suppression in a fire station is unnecessary. The people who would respond to a fire are already there right? In fact, they may not be there but out on a call to protect another property or victim. There are cases in other parts of the country even in this decade, where a fire station has burned down because the entire crew was off fighting another fire, and there was no detecting or reporting system in place which would have alerted other fire departments or stations to respond. Further, some of the time, most of the occupants are sleeping and on the second level above the apparatus bays below, and with little to no barriers to the movement of gases and smoke and flames to their level.

The building shell is fireproof construction of solid masonry but the interior construction, of especially the second level, roof and attic, are all wooden structural elements and wooden remodeled interior walls in many cases, with concealed voids above ceilings and in the attic. We note that the only emergency access and egress stair ways are both constructed of wood and have inadequate width (west stair) or handrails. And in each case the doors leading from the second floor to either stair, swing in the wrong direction for emergency egress, or swing dangerously over the stair. [We have indicated on the drawings to replace and relocate those wooden doors with metal doors that have smoke seals and emergency exit hardware. We also have indicated to continue the gypsum board barrier up the sides of these stairways where wood is exposed and could support flames traveling up to the second floor and further endangering egress in an emergency. These are included in the drawings for estimating.](#)

[There are two stairways out of the second level, neither of which is compliant with best practices for true safety exit ways or emergency egress. We can however enhance the safety somewhat without destroying the historic nature. Both have doors which swing inward instead of outward, as required, in](#)

the direction of egress travel.

We can accomplish a better and safer exit on the west stair by adding a vestibule with an out-swinging door, which has smoke seals and fire-resistant construction and a panic bar inside. That provides a landing at the top of those stairs and allows the new door to appropriately swing outward into that vestibule landing. The panic bar only enhances the fast exiting from the upper level crew areas, for egress or emergency calls. *This is what we recommend and is included in the estimating documents. We also recommend applying the same gypsum board installation on the vertical surfaces of the wood part of this stair, all the way up to the original wood ceiling. That would remove the broken lay-in ceiling and close the dangerous attic access, and remove that dangerous wooden ladder. Those can be replaced in the interior storage area with a safer ladder and hatch into the original attic.*

The remainder of that stairway would seem narrow to any current code review, and is not of the construction type we would plan in a new building. It will be very difficult to replace those stairs with ones compliant with current code. If the Fire Administration and City Building Office deem these to be basically acceptable as they are, we can leave the remainder of that stair down to the Bays below. It seems to have served for a very long time. If we need to improve it further we can cut into the floor/ceiling structure and widen the stairs and add handrails on each side. That would help and allow safer transition, but the landing near the bottom and the height of the risers will remain a problem without encroaching on the closest apparatus bay.

We could also rearrange the upper landing and doors of the east stair, so that the doors there, at least one of them, could swing out. We *did show that configuration in this report* and it is easily added. The focus having been on the portions where fire fighters are sleeping or resting or eating. We *do include work* to add handrails on each side of the east stairs, making the current single rail more complete and adding a rail where there is none. We also recommend applying the same gypsum board barrier over the exposed wood wall material on the east stair Inside the apparatus Bays area.

We *did not include, but would advocate for a reworking of the downstairs doorway* emptying to the street sidewalk. The barrier to that, and the reason that doorway opens swinging in and not out, is that there is not enough landing on the outside, top of stairs. To make that safer and more compliant with modern codes, would mean extending the landing and steps farther into the sidewalk area, maybe even turning the steps parallel with the façade to minimize intrusion distance into the sidewalk area. The steps are already over the property line and this would increase it some. That may be moot as long as it is a City-owned building and it has been achieved in other historic buildings in the downtown area, trading a safer entrance for a variance. *We did not include these changes for the estimating drawings included.*

That main doorway is part of an inappropriately modern "storefront" aluminum and glass system which should surely be replaced with more appropriate doors and sidelights in any future major reworking of the exterior. Maybe if the entry stairs and door swing are to be corrected at some point. We did not include any of that work in this estimating set.

A special note, requesting review by the Fire Marshal and Chief. If we were starting from scratch we would all certainly maintain a rated separation between the Apparatus Bays and the washroom. There are currently two openings between the west Brush Truck bay and Laundry room which open into the main Bay area. These are each at a small change in floor level and do not have doors. We did not include reinstalling doors there with automatic closers and smoke seals as we normally would, because we believe those would stay open in any case, just as they are now. They would probably be more than a nuisance so we chose to not indicate those new doors. If review by Building Officials or Fire Marshal lean to inclusion, we will indicate those.

General Upgrades

Restrooms up and down:

Upstairs restroom:

Our recommendations and estimating documents *include a full renovation* of the existing upstairs bathroom including relocating the mechanical system and providing for more cabinets and new fixtures, floor finish and wall finish. The shower stall has been replaced in this updated version with a new tiled larger shower. According to a review with a TAS/ADA consultant we are obliged to make the new shower accessible. Anything we replace must be either fully accessible or easily modified with minor adjustments in the future if the floor becomes accessible (as in, an addition of an elevator.) We did not widen the doorways or hallway but we believe these other improvements will be welcomed.

The upstairs restroom rests on a concrete poured-in-place floor, which is open from below through the storage room adjacent to the old jail cells. The plumbing leaks over the many years have eroded some of the steel reinforcing in that concrete. The structural engineer *has included recommendations* to repair that concrete in place, without major demolition.

The first level restroom has been renovated with talented in-house expertise in recent years, but we recommend a couple of improvements primarily to correct some tripping hazards and allow better accessibility. It may not entirely comply with the ADA level of accessibility, and we did not hear a mandate to assure that it does. We do believe that the Existing Building Code provisions will not require such an improvement, however a Texas Accessibility Standards review may find a different conclusion. The engineers have indicated improvements for plumbing in that restroom in their drawings, and we have indicated removing the dangerous high curb at the doorway from the Bays into the old jail vestibule. And then infill the lower floor to make that whole path from Bays to restroom more level. That will require the old wooden door separating the vestibule from the storage room to be reworked and raised with a step down into the storage room. *That work is included in the estimate.*

The Mechanical engineers have *also indicated installation of an exhaust fan* in this room, as per Code.

The Existing Kitchen is to be *fully renovated* with new cabinetry, plumbing, electrical and finishes. Some of the work is mandated by access to repair and replace outdated and dangerous electrical equipment and wiring. The lay-in ceiling will be replaced as part of this work and the mechanical system renovations. We have indicated the entire replacement of cabinetry including the three shift dry storage cabinets moved from that side of the kitchen to a section of the west Dining wall.

Mechanical Systems

The existing mechanical systems upstairs were reviewed and the Mechanical engineer has provided recommendations and brief preliminary documents to relocate the relatively new fan/coil and heater from the bathroom, and move it to the existing storage room across the hall from the restroom. The goal is to reuse as much of the existing ductwork as possible. Making that work will require removing and *replacing the entire existing but well-worn lay-in ceiling* on the second level, mainly across the Day Room and kitchen and the bunk rooms. That *work is indicated* in the brief documents.

Plumbing

The plumbing systems were reviewed and comments and recommended upgrades *are included* in the Engineer's report. That includes the work in the restrooms, kitchen and a new water heater.

Fire Suppression System

The most important engineering recommendations and preliminary documentation *include a new complete fire suppressions system and alarm system*. Their plans and ours assign a location for a new Fire Riser room on the first floor. There is an existing outer door in an opening through the wall there and we recommend making that door active again with a metal door and frame and appropriate hardware. There is an existing six inch water line in the street almost immediately east of this new room, and that would allow the new line to be run along the outside of the building instead of cutting through the concrete floor except at the actual entry to the Riser Room. That water line is included in a planned project to be increased to an 8 Inch line in coming years or so. That will be fully adequate to serve this new sprinkler system.

The new fire suppression system will include placing sprinklers in the large wood frame and unoccupied attic space. Because that area is not conditioned with heat that portion will have to be a dry pipe system. That will also be served from the first level fire sprinkler room and will require a separate pipe all the way to the attic, through an existing closet just east of the vault upstairs.

Finishes in and out

We have included recommendations to repaint the wood trim and casings on the exterior, including resealing and carefully repainting the windows and single doors. The overhead doors are to be left alone.

There is a fair amount of new finishing to accomplish on the ceiling of the entire first floor within the Apparatus Bay areas and stairways. Also some new work in the added vestibule at the top of the of the east stairs, in the existing hallway leading to the Day Room, the bunk rooms, and the added walls around the new fire Riser Room. There will be reworking in the bathroom and restroom and kitchen areas too.

We recommend and included the removal of all the carpet throughout the second level. It is more than well-worn and is not respectful to the dedicated personnel who use it.

City of Lockhart, Texas

Council Agenda Item Briefing Data

COUNCIL MEETING DATE: May 4, 2021

AGENDA ITEM CAPTION:

Discussion and/or action regarding a report from staff on issues to be considered for a new or updated comprehensive plan.

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

ACTION REQUESTED:

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

BACKGROUND/SUMMARY/DISCUSSION:

The Council has previously asked about the possibility of updating or replacing the Lockhart 2020 Comprehensive Plan. Staff met with the Planning and Zoning Commission to identify general elements or subject areas in the plan that need revision, as well as new topics that could be included. The attached memo summarizes the ideas discussed, and addresses the logistics of successfully undertaking such a major project.

COMMITTEE/BOARD/COMMISSION ACTION:

The Planning and Zoning Commission contributed to the list of issues contained in the attached memo.

STAFF RECOMMENDATION/REQUESTED MOTION:

Staff recommends that a major project such as updating or replacing the comprehensive plan should be undertaken when adequate funding and staff resources are available and, therefore, can be done without further compromising progress on current priorities.

LIST OF SUPPORTING DOCUMENTS:

Memo dated April 30, 2021.

Department Head initials:

DG.

City Manager's Review:



TO: Mayor White and City Council
FROM: Dan Gibson, City Planner
SUBJECT: Comprehensive Plan Update
DATE: April 30, 2021

City of Lockhart MEMO

Staff was asked to provide information to the Council regarding a potential update to the Lockhart 2020 Comprehensive Plan. We met with the Planning and Zoning Commission and compiled a list of issues that might need to be addressed in any updated or new comprehensive plan. There are ten chapters in the current document, and the Commission's review was simply a very high-level, chapter-by-chapter, approach. Below is a summary of the major items discussed.

1. Generally, all maps and tables of existing conditions need to be updated.
2. Generally, all maps and tables forecasting future trends or benchmarks need to be updated based on 2020 Census data.
3. Benchmarks should be performance or service-level based as opposed to targets based on specific years.
4. Key elements or recommendations of supplemental plans adopted after the original comprehensive plan was adopted in 2000 should be incorporated into any new or updated plan. These may include the Sustainable Places Project, the Colorado Street Corridor Improvement Plan, and the Economic Development Strategic Plan.
5. The recently adopted Parks, Recreation, and Open Space Master Plan should be referenced in the comprehensive plan, with a special focus on the need for an indoor multipurpose conference and recreation center.
6. The utility plans should be updated to be consistent with the latest water and wastewater impact fee capital improvement plans.
7. Infrastructure for future modes of transportation such as urban air mobility vehicles should be considered. Urban air mobility vehicles are essentially small vertical take-off and landing aircraft that will be manned or unmanned, and which can carry passengers primarily for short-range commuting trips. Terminal sites would function similar to park-and-ride facilities for buses and trains.
8. Public internet infrastructure should be addressed.
9. Public electric vehicle charging-station infrastructure should be addressed.
10. A new topic that should be considered is community resilience, which is planning for threats to long-term safety and prosperity. This element includes anticipated physical, economic, and environmental quality.
11. The name of any new or updated plan should not include a specific target year, as the timeline for progress can be shorter or longer than initially anticipated due to unforeseen or unpredictable events such as economic trends.

As with the original Lockhart 2020 Comprehensive Plan, a new or updated comprehensive plan is an extremely complex project that requires hiring a professional planning consultant. That means issuing an RFP and conducting an evaluation and selection process, as we did for the current plan. Even with the help of a professional planning consultant, the project requires considerable effort from staff as the liaison between the consultant, the steering committee (appointed by the City Council), the Planning and Zoning Commission, and the City Council. It would be a challenge to add that to our current workload and staffing level in the planning department.

The major maps in the Lockhart 2020 Comprehensive Plan were updated in 2011 along with the addition of one new map. Although, the list above shows much that could be added or updated, there hasn't yet been a situation where any deficiencies in the current plan have caused a need for immediate changes.

Perhaps a more urgent need at this time is to adopt the proposed amendments to the subdivision regulations (which are almost complete), the much-needed rewrite of the zoning ordinance, and major revisions to the sign ordinance to comply with a 2015 U. S. Supreme Court ruling. It's possible that the sign ordinance could be incorporated into the new zoning ordinance and rewritten as part of that effort since the regulation of signs is, in part, based upon zoning classifications. The zoning ordinance is very out-of-date and not particularly user-friendly. It is a priority that was identified many years ago, but has been superseded by other urgent or legally-mandated, and generally shorter-range, projects along with the heavy routine workload of the department.

In conclusion, updating or replacing the Lockhart 2020 Comprehensive Plan will be of great value, but in terms of priority there are other major projects that are competing for staff resources at this time. Once the 2020 Census data is available, and the City has the funds to hire a planning consultant to write a new or updated comprehensive plan, then it should be added to our list of priorities to undertake in the near future. The cost of the current comprehensive plan was about \$110,000, but more than half was funded by a grant. The planning process with the consultant was from the beginning of 1998 to mid-2000, which was over 20 years ago, so the cost for a similar effort now should be expected to have a higher cost.

City of Lockhart, Texas

Council Agenda Item Briefing Data

COUNCIL MEETING DATE: May 4, 2021

AGENDA ITEM CAPTION: Discussion and/or action to consider amending streets on the Street Improvement Plan for FY 20-21.

ORIGINATING DEPARTMENT AND CONTACT: Public Works-Sean Kelley

ACTION REQUESTED:

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

BACKGROUND/SUMMARY/DISCUSSION: On September 17, 2019 City Council approved a 3-year plan to make enhancements on various streets. An aggressive approach to the plan was taken by allocating the use of an additional \$400,000 this year in Unassigned Fund Balance One-Time Expenditures. Consequently, we will have unused street paving funds this year. An amended plan is needed to ensure use of the allocated fund for Capital Street Improvement in FY20-21.

Once bids for this project are received, they will be brought back to City Council for consideration of approval.

PROJECT SCHEDULE (if applicable): Summer 2021

AMOUNT & SOURCE OF FUNDING: Finance Review initials _____

Funds Required:

Account Number: 100-5633-433

Funds Available: \$400,000

Account Name: Streets, Maintenance and Resurfacing

Previous Council Action: Approval of 3-Year Street Improvements Plan on September 17, 2019.

COMMITTEE/BOARD/COMMISSION ACTION: N/A

STAFF RECOMMENDATION/REQUESTED MOTION: Staff respectfully recommends amendment to Street Improvement Plan.

LIST OF SUPPORTING DOCUMENTS: Presentation of Amendments to FY20-21 and Proposed Streets for FY21-22.

Department Head initials:

City Manager's Review:



Street
Improvement Plan
Amendments to FY 20-21
and Proposed Streets for
FY 21-22

Street Paving and Maintenance for FY20-21

-Total Estimated Cost of Street Projects for FY 20-21=\$347,441

-Bois D' Arc St. (Elm-Blanco) temporary removed. Street needs new water main prior to paving. Water main proposed in FY21-22

Remaining Streets

- Pendergrass St. (San Jacinto-Bluestem)
- Bluestem St. (Pendergrass-Lakeview)
- Lakeview St. (San Jacinto-Bluestem)
- Nueces St. (San Antonio-Bois D' Arc)

Added Streets

- Sunset St. (Colorado-End)
- La Feliciana Dr. (Clearfork-End)
- Aransas St. (White Oak-West End)
- Laredo St. (Colorado to Commerce)

Add Alternative if Funds Available

- 2nd St. (Chihuahua-Neches)
- 3rd St. (Chihuahua-Neches)
- 4th St. (Chihuahua-Neches)
- Monterey St. (Chihuahua-Neches)

Proposed Street Paving for FY21-22

\$400,000 in street resurfacing to be funded in FY21-22
Budget

- San Jacinto St. (San Antonio-Clearfork)
- Willow St. (Pecos-Ash)
- Red River St. (Willow-Ash)
- W. Live Oak St. (Cibilo-Blanco)
- Center St. (Main-Cibilo)
- Plum St. (Cibilo to Blanco)
- N. Medina St. (Bois D' Arc-Peach)
- Pedernales St. (Neches-Sabine)

City of Lockhart, Texas

Council Agenda Item

Briefing Data

COUNCIL MEETING DATE: May 4, 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 went into effect in Lockhart and Caldwell County. This was occurring because under GA-32, these specific provisions took effect when a Trauma Service Area had seven consecutive days in which the number of COVID-19 hospitalized patients as a percentage of total capacity exceeded 15 percent. This was the case in Trauma Service Area O, which included Caldwell County.

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 were affected by the Governor's order earned higher points on the application process.

During the February 23, 2021 meeting, Chief Jenkins provided an update of COVID compliance for local businesses.

On March 2, 2021, Governor Abbot issued GA-34 that was effective March 10, 2021. It provides that the State no longer requires face covering and it does not allow local jurisdictions to require face coverings. GA-34 supercedes all orders issued by local officials that conflict with regard to services or local orders and provides that businesses and other establishments may require customers and employees to wear face coverings. The consensus of the Council was to leave the Mayor's Declaration in effect and to encourage citizens to continue to wear face coverings and to maintain a six foot distance.

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

STAFF RECOMMENDATION/REQUESTED MOTION: None.

LIST OF SUPPORTING DOCUMENTS:

Resolution 2020-20, GA-32, and GA-34.

Department Head initials:

City Manager's Review:



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;

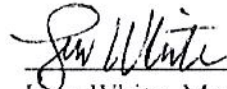
NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LOCKHART, that:

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



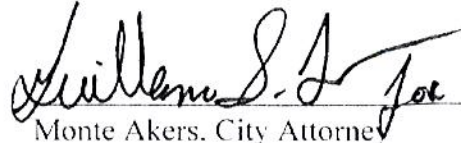
Lew White, Mayor

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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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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- 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/ga303.
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

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services.

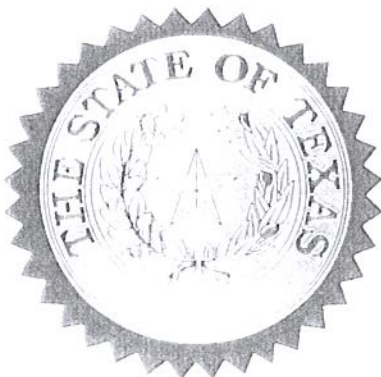
14. People may visit nursing homes, state supported living centers, assisted living facilities, or long-term care facilities as determined through guidance from the Texas Health and Human Services Commission (HHSC). Nursing homes, state supported living centers, assisted living facilities, and long-term 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.

Handwritten signature of Greg Abbott in black ink.

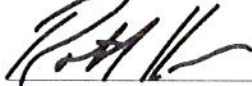
GREG ABBOTT
Governor

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ATTESTED BY:



RUTH R. HUGHS
Secretary of State

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SECRETARY OF STATE
3pm O'CLOCK

OCT 07 2020

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Executive Order

BY THE
GOVERNOR OF THE STATE OF TEXAS

Executive Department
Austin, Texas
March 2, 2021

EXECUTIVE ORDER
GA 34

Relating to the opening of Texas in response to the COVID-19 disaster.

WHEREAS, I, Greg Abbott, Governor of Texas, issued a disaster proclamation on March 13, 2020, certifying under Section 418.014 of the Texas Government Code that the novel coronavirus (COVID-19) poses an imminent threat of disaster for all counties in the State of Texas; and

WHEREAS, in each subsequent month effective through today, I have renewed the disaster declaration for all Texas counties; and

WHEREAS, 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 social-distancing restrictions in accordance with guidelines promulgated by President Donald J. Trump and the Centers for Disease Control and Prevention (CDC); and

WHEREAS, I subsequently issued a series of superseding executive orders aiming to achieve the least restrictive means of combating the evolving threat to public health by adjusting social-distancing restrictions while implementing a safe, strategic plan to reopen Texas; and

WHEREAS, under Executive Order GA-32, in effect since October 14, 2020, most establishments have been able to operate up to at least 75 percent of total occupancy, except in some areas with high hospitalizations as defined in that order, where most establishments have been able to operate up to at least 50 percent of total occupancy; and

WHEREAS, I also issued Executive Order GA-29, regarding the use of face coverings to control the spread of COVID-19, and a series of executive orders, most recently GA-31, limiting certain medical surgeries and procedures; and

WHEREAS, COVID-19 hospitalizations and the rate of new COVID-19 cases have steadily declined due to the millions of Texans who have voluntarily been vaccinated, many more who are otherwise immune, improved medical treatments for COVID-19 patients, abundant supplies of testing and personal protective equipment, and Texans' adherence to safe practices like social distancing, hand sanitizing, and use of face coverings; 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

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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;”

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 medical advisors, do hereby order the following on a statewide basis effective at 12:01 a.m. on March 10, 2021:

1. In all counties not in an area with high hospitalizations as defined below:
 - a. there are no COVID-19-related operating limits for any business or other establishment; and
 - b. individuals are strongly encouraged to wear face coverings over the nose and mouth wherever it is not feasible to maintain six feet of social distancing from another person not in the same household, but no person may be required by any jurisdiction to wear or to mandate the wearing of a face covering.

“Area 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.

2. In any county located in an area with high hospitalizations as defined above:
 - a. there are no state-imposed COVID-19-related operating limits for any business or other establishment;
 - b. there is no state-imposed requirement to wear a face covering; and
 - c. the county judge may use COVID-19-related mitigation strategies; *provided, however, that:*
 - i. business and other establishments may not be required to operate at less than 50 percent of total occupancy, with no operating limits allowed to be imposed for religious services (including those conducted in churches, congregations, and houses of worship), public and private schools and institutions of higher education, and child-care services;
 - ii. no jurisdiction may impose confinement in jail as a penalty for violating any order issued in response to COVID-19; and
 - iii. no jurisdiction may impose a penalty of any kind for failure to wear a face covering or failure to mandate that customers or employees wear face coverings, except that a legally authorized official may act to enforce trespassing laws and remove violators at the request of a business establishment or other property owner.
3. In providing or obtaining services, every person (including individuals, businesses, and other legal entities) is strongly encouraged to use good-faith efforts and available resources to follow the Texas Department of State Health Services (DSHS) health recommendations, found at www.dshs.texas.gov/coronavirus.
4. Nothing in this executive order precludes businesses or other establishments from requiring employees or customers to follow additional hygiene measures, including the wearing of a face covering.
5. Nursing homes, state supported living centers, assisted living facilities, and long-

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SECRETARY OF STATE
1:15 PM O'CLOCK

MAR 02 2021

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term care facilities should follow guidance from the Texas Health and Human Services Commission (HHSC) regarding visitations, and should follow infection control policies and practices set forth by HHSC, including minimizing the movement of staff between facilities wherever possible.

6. Public schools may operate as provided by, and under the minimum standard health protocols found in, guidance issued by the Texas Education Agency. Private schools and institutions of higher education are encouraged to establish similar standards.
7. County and municipal jails should follow guidance from the Texas Commission on Jail Standards regarding visitations.
8. Executive Orders GA-17, GA-25, GA-29, and GA-31 are rescinded in their entirety.
9. 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 or allows gatherings restricted by this executive order. Pursuant to Section 418.001(b)(4) 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.
10. 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 Orders GA-17, GA-25, GA-29, GA-31, and GA-32, but does not supersede Executive Orders GA-10 or GA-13. 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 2nd
day of March, 2021.

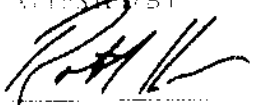


A handwritten signature in black ink that reads "Greg Abbott".

GREG ABBOTT
Governor

RECEIVED
MAR 2 2021

ATTEST:



RU TH R. HIGGS
Secretary of State

STATE OF TEXAS
COUNTY OF _____
NOTARY PUBLIC
MY COM. EXPIRES _____

LIST OF BOARD/COMMISSION VACANCIES

Updated: 03/17/2021

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

<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 filled for an unexpired term in the manner in which the original appointments are required to be made. (Ordinance 06-08, adopted February 7, 2006)</p>

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<p>NOTES: Lockhart Economic Dev Corp</p>	<p>LEDC Bylaws – Article II. Board of Directors Section 1. Powers, Number and Term of Office</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.

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<p>NOTES: PARKS MASTER PLAN STEERING COMMITTEE (Est. 09/05/2017)</p>	<p>Committee to have 8-10 members as follows:</p> <ul style="list-style-type: none"> • Councilmembers • City staff • Two Parks Advisory Board members • Business owners • Civic Organization members <p>Committee will assist Burditt Consultants to perform tasks outlined in the Parks Master Plan.</p>
<p>NOTES: AD-HOC COMMITTEE – ST. PAUL UNITED CHURCH OF CHRIST PROPERTY (Est. 09/05/2017)</p>	<p>Committee will consist of at least one appointment from Mayor and each Councilmember.</p> <p>The Committee will make recommendations to the Council about the use of the property at 728 S. Main.</p>
<p>NOTES: WAYFINDING SIGNAGE AND COMMUNITY BRANDING AD-HOC (Est. 01/02/2018)</p>	<p>Committee will assist City Planner/Development Services with wayfinding signage and community branding tasks.</p> <p>Committee will consist of up to five members appointed by the Council.</p> <p>NOTE: First Branding and Wayfinding Committee disbanded/dissolved on December 18, 2018.</p> <p>UPDATE: Second Branding and Wayfinding Committee appointed on March 5, 2019.</p>

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.

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COUNCILMEMBER BOARD/COMMISSION APPOINTMENTS

Councilmember	Board/Commission	Appointee	Date Appointed
Mayor – Lew White	Airport Board Board of Adjustment Construction Board Ec Dev. Corp. ½ Cent Sales Tax Electric Board Historical Preservation Library Board Parks and Recreation Planning & Zoning ETJ Rep-Impact Fee Adv Comm	John Hinnekamp Mike Annas Raymond DeLeon 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 Votee Dyrall 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 Shawn Martinez Oscar Torres Umesh Patel James Briceno Ron Faulstich Quartermetra Hughes Lonnie Jones Manuel Oliva	05/05/20 03/17/21 10/20/20 10/20/20 10/20/20 10/20/20 10/20/20 04/06/21 10/20/20

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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 02/23/21 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 Arnie	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

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COUNCILMEMBER BOARD/COMMISSION APPOINTMENTS

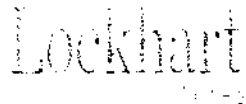
At-Large - Brad Westmoreland	Airport Board Board of Adjustment Construction Board (Alternate) Eco Dev. Corp. ½ Cent Sales Tax Historical Preservation Library Board Parks and Recreation Planning & Zoning	Jayson "Tex" Cordova Severo Castillo Gary Shafer Frank Estrada Richard Thomson Rebecca Lockhart Dennis Placke Brad Lingvai	02/04/20 02/04/20 02/04/20 02/04/20 02/04/20 02/04/20 02/04/20 02/04/20
	Charter Review Commission (Five member commission) Term - 24 months after appointment	Ray Sanders Bill Hernandez Roland Velvin Elizabeth Raxter Alan Fielder	03/01/16 - Michelson 03/01/16 - Michelson 03/01/16 - Michelson 03/01/16 - Hilburn 03/15/16 - Hilburn
	Sign Review Committee (no longer meeting)	Gabe Medina Neto Madrigal Terry Black Kenneth Sneed Johnny Barron, Jr. Tim Clark	03/17/15 - Mayor Pro-Tem Sanchez 04/21/15 - Councilmember Mendoza 12/19/17 Councilmember McGregor 03/17/15 - Mayor White 03/17/15 - Councilmember Castillo 03/17/15 - Councilmember Michelson
	Parks Master Plan Steering Committee (8-10 members)	Albert Villalapando Dennis Placke Nita McBride Rebecca Pulliam Bernie Rangel Derrick David Bryant Beverly Anderson Carl Ohlendorf Beverly Hill	09/05/17 - Parks Bd appointee 09/05/17 - Parks Bd appointee 12/05/17- McGregor 09/19/17- Michelson 09/19/17 - Castillo 09/19/17 - Sanchez 09/19/17 - Mendoza 09/19/17 - Westmoreland 09/19/17 - Mayor White
	Church Property Ad-hoc Committee (7 members)	Amelia Smith Jackie Westmoreland Todd Blomrth Andy Govea Terry Black	09/05/17 - Westmoreland 09/05/17 - Westmoreland 09/05/17 - Mayor White 09/1917 - Sanchez 12/19/17 - McGregor

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COUNCILMEMBER BOARD/COMMISSION APPOINTMENTS

		Jane Brown Raymond DeLeon Dyral Thomas	09/19/17 – Michelson 09/20/17 – Castillo 09/22/17 – Mendoza
	Wayfinding Signage and Community Branding Ad-Hoc Committee (5 members) THIS COMMITTEE WAS - RE-ESTABLISHED ON MARCH 5, 2019	Roy Watson Ronda Reagan Sally Daniel Rob Ortiz Bobby Herzog	03/05/19 03/05/19 03/05/19 03/05/19 03/05/19 Appointed by Mayor with consensus of Council
	HOT Advisory Bd	Ray Sanders Alfredo Munoz Archana "Archie" Gandhi Roxanne Rix Steve Lewis and Pam Larison Sally Daniel (Alternate) Janet Grigar (Alternate)	All members appointed by consensus of the Council on 12/03/2019

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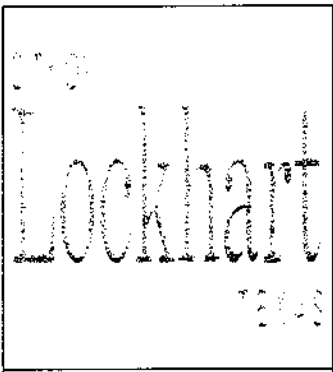


**City of Lockhart 2021 Board of Adjustment
Attendance for a 12-Month Period**

Meeting Date:	Chair Cline	Vice-Chair Clark	Annas	Castillo	Reeder	Rangel	Martinez	Smith Alternate	Juarez
January 4, 2021 - No Meeting									
2/1/2021 - No Meeting									
March 1, 2021	<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>
April 5, 2021	<i>Present</i>	<i>Present(By Phone)</i>	<i>Present</i>	<i>Present(By Phone)</i>	<i>Present</i>	<i>Present(By Phone)</i>	<i>Present</i>	<i>Present</i>	<i>RESIGNED</i>
May 3, 2021									

Number of meetings:	2	2	2	2	2	2	1	2	1
Present:	2	2	2	2	2	1	1	2	1
% Absent:	100%	100%	100%	100%	100%	50%	100%	100%	100%

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**CITY OF LOCKHART
CONSTRUCTION BOARD OF APPEALS
BOARD ATTENDANCE REPORT - 2021
APPOINTING COUNCIL MEMBER**

	JERRY WEST (12/03/2013) CHAIR (01/05/2017)	RAYMOND DELEON (6/4/2019)	RICK WINNETT, JR. (04/19/2016) VICE CHAIR (01/05/2017)	GARY SHAFER (08/18/2015)	MICHAEL VOETEE (10/4/2016)	PAUL MARTINEZ (03/07/2017)	OSCAR TORRES (05/15/2017)
Member Title:	County Resident			Alternate			
Meeting Date:							
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	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
March 4, 2021	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
March 18, 2021	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
April 1, 2021	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
April 15, 2021	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
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



CITY OF LOCKHART
 LOCKHART ECONOMIC DEVELOPMENT CORPORATION
 ATTENDANCE REPORT - 2020
 APPOINTING COUNCIL MEMBER

ANGIE GONZALES-SANCHEZ	BRAD WESTMORELAND	KARA MCGREGOR	JUAN MENDOZA	DAVID BRYANT	MAYOR WHITE	JEFFRY MICHELSON
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Alfredo Munoz	Frank Estrada	Sally Daniel	Dyral Thomas	Umesh Patel	Alan Fielder	Doug Foster
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Meeting Date:	Appt. - January 2020	Appt. - February 2020	Appt. - January 2021	Appt. - December 2019	Appt. - October 2020	Appt. - January 2021	Appt. - November 2020
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January 11, 2021	P	P	P	P	A	P	P
February 8, 2021	P	P	P	P	P	P	P
March 8, 2021	P	P	P	A	P	P	P
March 18, 2021	P	P	P	P	A	P	P
April 12, 2021	P	P	P	P	P	P	P

LEGEND:	PRESENT:	P	UNEXCUSED ABSENCE:	U
	EXCUSED ABSENCE:	A	NO MEETING HELD:	No Meeting
			APPOINTMENT MODIFICATION:	

COMMENTS:	
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CITY OF

Lockhart

TEXAS

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)
	CHAIR				
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	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
March 4, 2021	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
March 18, 2021	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
April 1, 2021	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
April 15, 2021	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
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

111



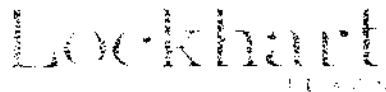
CITY OF LOCKHART
HISTORIC PRESERVATION COMMISSION
BOARD ATTENDANCE REPORT - 2021
 APPOINTING COUNCIL MEMBER

	LAIRSEN	FAULSTICH	REAGAN	THOMSON	OHLENDORF	RAMSEY	ROYAL
Meeting Date:	APPOINTED 12/19/2017 CHAIR	APPOINTED 03/07/17	VICE-CHAIR		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	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
March 3, 2021	P	P	P	P	P	P	P
March 17, 2021	P	P	P	P	P	P	P
April 7, 2021	P	A	P	A	P	P	A
April 21, 2021	P	A	P	A	P	P	P
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:	4	4	4	4	4	4	4
Present:	4	2	4	2	4	4	3
Absent:	0	2	0	2	0	0	1
% Absent:	0%	50%	0%	50%	0%	0%	25%

COMMENTS: MEETINGS HELD THE 1ST & 3RD WEDNESDAY OF THE MONTH AT 5:30 PM

111

**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	Jeffry Michelson
Jody King (01/04/13)	Rebecca Lockhart (11/19/13)	Stephanie Wilson Riffin (06-17-2011)	Shirley Williams (06-15-2007)	Quartermetra Hughes (06/04/2019)	Jeannie Fox (12-03-2013)	Donaly Brice (7-05-2008)

January	NO MEETING
February	NO MEETING
March	NO MEETING
April	NO MEETING
May	
June	
July	
August	
September	
October	
November	
December	

LEGEND: **PRESENT:**

COMMENTS:	PRESENT:	P	UNEXCUSED ABSENCE:	U
	EXCUSED ABSENCE:	E	NO MEETING HELD:	

162



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	 <p>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.</p>	
b. Continue to implement hiring strategies we developed such as Fire and Police.	 <p>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 1st quarter of 2020, LPD will make presentations to the CAPCOG Academy currently in progress.</p>	

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? _____

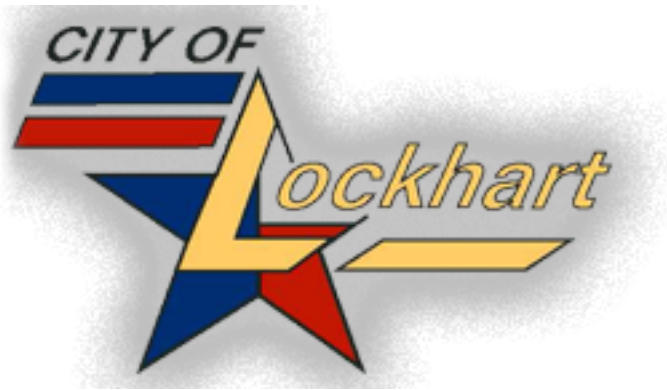
% firefighters retained? _____ %

- 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

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		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			1,240,140
Total Water Fund P & I		-	639,507	690,258	694,962	693,416	918,359	921,529	918,418	920,254	922,166	922,317	925,032	747,186	746,144	746,454	745,518	746,498	663,406	664,800	13,586,717
Sewer Fund																					
2015 Tax & Revenue	4.30%		42,204	42,161	42,213	42,256	55,852	55,874	55,736	55,752	55,773	55,850	55,889	57,609	57,518	57,545	57,464	57,549	57,513	57,643	920,197
2016 GO Refunding	3.35%		7,657	15,529	16,166	15,808	29,404	29,853	29,619	29,855	30,130	30,016	30,364	-	-	-	-	-	-	-	256,744
2013 SIB Loan	33.39%		77,102	77,103	77,102	77,102	77,103	77,102	77,102	77,103	77,102	77,102	77,103	77,102	77,102	77,103	77,102	77,102			1,156,537
Total Sewer Fund P & I			126,963	134,793	135,481	135,166	162,359	162,829	162,457	162,710	163,005	162,968	163,356	134,711	134,620	134,648	134,566	134,651	57,513	57,643	2,333,478
Total Proprietary Fund P & I		-	837,621	896,203	901,594	899,733	1,151,869	1,155,510	1,152,026	1,154,116	1,156,323	1,156,436	1,159,539	953,049	951,915	952,253	951,236	952,301	720,919	722,443	16,987,463
Grand Total			1,776,208	2,053,476	2,071,326	2,063,887	2,447,555	2,461,455	2,451,267	2,458,910	2,467,369	2,465,767	2,477,068	1,570,668	1,568,566	1,569,193	1,567,305	1,569,280	1,337,513	1,340,324	33,940,927

City of Lockhart
2015 BOND PROGRAM

Cost	Notes	Task Name	Duration	Start	Finish	2015												2016												2017											
						Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan
\$1,355,516.00	6	SH130 WATER MAIN PROJECT - City Line Rd. to Existing Tank, SH 130 @ Hwy. 142, Borchert/Mockingbird, Control Valves, FM 2001	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																																				
		Construction	270 days	Sun 10/2/16	Wed 6/28/17																																				
\$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																																				
		Construction	240 days	Mon 12/5/16	Tue 8/1/17																																				
\$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																																				