

PUBLIC NOTICE

AGENDA

LOCKHART CITY COUNCIL

TUESDAY, DECEMBER 3, 2019

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

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 November 7, 2019 and November 14, 2019. 30-42
- B. 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. 43-56
- C. Discuss one year renewal to the existing contract with Gene Bagwell, dba, Maintenance Management of San Marcos, Texas for cemetery maintenance mowing services in the West Section of the Lockhart Municipal Burial Park on North Colorado Street in the amount of \$52,930.80 and appointing the Mayor to sign the contractual document if approved. 57-83
- D. Discuss Resolution 2019-34 authorizing the filing of a grant application with the Capital Area Council of Governments (CAPCOG) for a regional solid waste grants program grant, authorizing the Mayor to act on behalf of the City of Lockhart, Texas in all matters related to the application, and pledging that if a grant is received the City of Lockhart will comply with the grant requirements of CAPCOG, the Texas Commission on Environmental Quality and the State of Texas. 84-85
- E. Discuss Ordinance 2019-29 establishing a Hotel Occupancy Tax (HOT) Advisory Board, amending Article IV of Chapter 2 and Article IV of Chapter 54 to include the HOT Advisory Board and to specify the creation, membership, appointment, purposes and responsibilities of the board. 86-90
- F. Discuss appointing members to the Hotel Occupancy (HOT) Advisory Board. 91
- G. Discuss appointing two Representatives of the City of Lockhart to the General Assembly of the Capital Area Council of Governments (CAPCOG). 92-95
- H. Discuss the selection of Mayor Pro-Tem of the Lockhart City Council as required by Section 3.05 of the City Charter. 96-97

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.)

4. PUBLIC HEARING/COUNCIL ACTION

A. Hold a public hearing and discussion and/or action to consider an Appeal by Thomas Blauvelt on behalf of Carlos and Linda Eureste, of the Planning and Zoning Commission's denial of SUP-19-12, an application for a Specific Use Permit to allow a DF-2 Residential Development Type on 0.263 acre in the Byrd Lockhart Survey, Abstract No. 17, zoned RMD Residential Medium Density District and located at 1001 Johnson Street.

5-19

B. Hold a public hearing and discussion and/or action to consider Ordinance 2019-28 amending Chapter 64 "Zoning" of the Lockhart Code of Ordinances, Article VII "Zoning Districts and Standards", Section 64-203 "Nonresidential Appearance Standards".

20-29

5. CONSENT AGENDA

A. Approve minutes of the City Council meeting of November 7, 2019 and November 14, 2019.

30-42

B. 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.

43-56

C. Approve one year renewal to the existing contract with Gene Bagwell, dba, Maintenance Management of San Marcos, Texas for cemetery maintenance mowing services in the West Section of the Lockhart Municipal Burial Park on North Colorado Street in the amount of \$52,930.80 and appointing the Mayor to sign the contractual document if approved.

57-83

D. Approve Resolution 2019-34 authorizing the filing of a grant application with the Capital Area Council of Governments (CAPCOG) for a regional solid waste grants program grant, authorizing the Mayor to act on behalf of the City of Lockhart, Texas in all matters related to the application, and pledging that if a grant is received the City of Lockhart will comply with the grant requirements of CAPCOG, the Texas Commission on Environmental Quality and the State of Texas.

84-85

E. Approve Ordinance 2019-29 establishing a Hotel Occupancy Tax (HOT) Advisory Board, amending Article IV of Chapter 2 and Article IV of Chapter 54 to include the HOT Advisory Board and to specify the creation, membership, appointment, purposes and responsibilities of the board.

86-90

6. **DISCUSSION/ACTION ITEMS**

- A. Discussion and/or action to consider appointing members to the Hotel Occupancy (HOT) Advisory Board. 91
- B. Discussion and/or action to consider appointing two Representatives of the City of Lockhart to the General Assembly of the Capital Area Council of Governments (CAPCOG). 92-95
- C. Discussion and/or action regarding the selection of Mayor Pro-Tem of the Lockhart City Council as required by Section 3.05 of the City Charter. 96-97
- D. Discussion and/or action regarding appointments to various boards, commissions or committees. 98-114

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

- Tree of Angels ceremony was held on Monday, December 2 at 7:00 p.m. at First Lockhart Baptist Church.
- Dickens' Lighted parade will be on Friday, December 6 at 7:00 p.m. with festivities continuing December 7th.
- Light Up Lockhart and pictures with Santa on the Downtown Square on Sunday, December 8 at 3:30 p.m.
- Elizabeth Cash, Deputy Municipal Court Clerk is a certified Level 2 Court Clerk through the Texas Court Clerks Association.

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

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

9. **EXECUTIVE SESSION IN ACCORDANCE WITH THE PROVISIONS OF THE GOVERNMENT CODE, TITLE 5, SUBCHAPTER D, SECTION 551. 072 - TO DELIBERATE THE PURCHASE, EXCHANGE, LEASE OR VALUE OF REAL PROPERTY IF DELIBERATION IN AN OPEN MEETING WOULD HAVE A DETRIMENTAL EFFECT ON THE POSITION OF THE GOVERNMENTAL BODY IN NEGOTIATIONS WITH A THIRD PERSON.**

- A. Discussion of advertising for bids for the sale of City real property.

EXECUTIVE SESSION IN ACCORDANCE WITH THE PROVISIONS OF THE GOVERNMENT CODE, TITLE 5, SUBCHAPTER D, SECTION 551.071 - PRIVATE CONSULTATION WITH ITS ATTORNEY TO SEEK ADVICE ABOUT PENDING OR CONTEMPLATED LITIGATION; AND/OR SETTLEMENT OFFER and SECTION 551.072. TO DELIBERATE THE PURCHASE, EXCHANGE, LEASE OR VALUE OF REAL PROPERTY IF DELIBERATION IN AN OPEN MEETING WOULD HAVE A DETRIMENTAL EFFECT ON THE POSITION OF THE GOVERNMENTAL BODY IN NEGOTIATIONS WITH A THIRD PERSON.

- A. Discussion with City Attorney regarding possible transfer of land for service area and water Certificates of Convenience and Necessity (CCNs) from Polonia Water Supply Corporation.

10. OPEN SESSION.

- A. Discussion and/or action regarding advertising for bids for the sale of City real property.
- B. Discussion and/or action regarding agreement between the City of Lockhart and Polonia Water Supply Corporation regarding transfer of land for service area and water Certificates of Convenience and Necessity (CCNs).

11. 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 27th day of November 2019 at 2:30pm.

Dan Gibson

From: Thomas B
Sent: Friday, October 25, 2019 5:10 PM
To: Dan Gibson
Subject: Request for Appeal to City Council SUP-19-12

On behalf of property owners Carlos and Linda Eureste, I wish to appeal to the City Council the Planning and Zoning Commission's denial of my application for a specific use permit to allow a DF-2 Residential Development Type on 0.263 acre zoned RMD Residential Medium Density District and located at 1001 Johnson Street.

Regards,
Thomas Blauvelt

**City of Lockhart
Planning and Zoning Commission
October 23, 2019**

MINUTES

Members Present: Philip Ruiz, Manuel Oliva, Philip McBride, Rick Arnic, Paul Rodriguez

Member Absent: Christina Black

Staff Present: Dan Gibson, Christine Banda, Kevin Waller

Visitors/Citizens Addressing the Commission: Amanda West, Thomas Blauvelt, Rebecca Castillo, Doris Estrada, Jenny Schaefer, Suzy Falgout, Virginia Allen, Rachel McCormick, Laura Adams, Nathan Adams

1. Call meeting to order. Chair Ruiz called the meeting to order at 7:00 p.m.
2. Citizen comments not related to an agenda item. None.
3. Consider the Minutes of the October 9, 2019, meeting.

Commissioner Oliva moved to approve the October 9, 2019 minutes. Commissioner Arnic seconded, and the motion passed by a vote of 5-0.

4. ZC-19-10. Hold a PUBLIC HEARING and consider a request by Suzy Falgout for a Zoning Change from RMD Residential Medium Density District and CHB Commercial Heavy Business District to CHB Commercial Heavy Business District for 0.426 acre in the Byrd Lockhart Survey, Abstract No. 17, located at 710 South Commerce Street.

Kevin Waller explained that the subject property has two different zoning classifications. The owner would like to use a renovated building in the rear yard that is within the area zoned CHB as a mixed use building containing a residence and business while she renovates the existing house located in the portion of the property that is zoned RMD. The house would be remodeled to also contain a business in addition to living quarters. Mixed use buildings are allowed only in the commercial zoning districts, and this request was intended to apply the CHB zoning classification to the entire lot, since the rear is already zoned CHB. He presented maps and photos of the subject site and neighboring properties, and showed that the zoning request was consistent with the future land use plan designation of General-Heavy Commercial. He mentioned that a letter and protest petition were received from owners of 23 percent of the land area within 200 feet of the subject lot. In view of the opposition, Mr. Waller stated that staff now recommended that the zoning change be to CMB Commercial Medium Business District, instead of CHB. It is a more restrictive district and doesn't allow many of the more objectionable uses that are permitted by the CHB classification.

Commissioner Rodriguez asked why the opposition was not mentioned in the staff report.

Mr. Gibson replied that the Commission's agenda packet was mailed before any written protests were received.

Chair Ruiz opened the public hearing and asked the applicant to come forward.

Suzy Falgout, of 5042 State Park Road, said she liked the property and had been wanting to move into the city limits. She was aware of the two zoning classifications because she wanted to have her business in the commercially-zoned back building. She stated that she was renovating the rear building and would like to live it while she is renovating the old house. She said the lot has numerous oak trees, and she doesn't want to cut them down to provide parking for a business in the rear building.

Chair Ruiz asked for any other speakers to come forward.

Jenny Schaefer, of 711 South Commerce Street, said that she opposes the zoning change. She asked how there could be a business and residence on the same property, and asked what type of business Ms. Falgout was going to have in her mixed-use buildings.

Chair Ruiz replied that the Commission could not consider details of the applicant's planned use for a zoning change because the decision is based solely on whether or not the potential uses listed in the requested zoning classification are appropriate for the area.

Mr. Gibson explained what is allowed in CHB Commercial Heavy Business District, and what the difference would be if the property were rezoned to a lower classification such as CMB.

Virginia Allen, of 720 South Commerce Street, said that she opposed the zoning change request. She pointed out that if the remodeled building in the rear yard appears to be totally within the existing commercial zoning boundary it should not be necessary to rezone the whole property.

Mr. Gibson replied that the rear building requires a parking lot for the commercial use, and that there was not sufficient space in the existing CHB-zoned area for it. A commercial parking lot is not allowed in current RMD district zoning of the remainder of the lot.

Ms. Allen asked why the City couldn't grant the owner a waiver to the parking requirement.

Mr. Ruiz replied that all commercial uses require some type of parking.

Ms. Allen said that something needs to change because Ms. Falgout's property is unique with all the oak trees. She mentioned that the South Commerce Street area is a good place to own a home.

Rachel McCormick, of 711 South Commerce Street, said she is against the zoning change. She also doesn't want to see the oak trees removed.

Chair Ruiz mentioned that the City has a tree ordinance to protect certain trees.

Laura Adams, of 639 South Commerce Street, said she is opposed to the zoning change. She believed the applicant truly has no idea what she wants to do on her property. Ms. Adams was uncomfortable not knowing what type of businesses would occur on the property. She said she loves living on South Commerce Street.

Nathan Adams, of 639 South Commerce Street, asked for clarification of the future land use plan map designations that were shown on the map. He said that he had no idea that the City had designated his side of the street to be Light-Medium Commercial in the future. He asked if he would have to change the zoning of his property.

Mr. Gibson replied that the City generally doesn't initiate zoning requests. That is up to individual property owners. If an owner wished to have a use on their property that requires rezoning to CLB or CMB, their application for rezoning would simply be consistent with the land use plan map, although that, alone, does not guaranteed that the commercial zoning would be approved.

Chair Ruiz asked for any other speakers and, seeing none, he asked if the applicant would like to address the citizens' concerns.

Ms. Falgout thanked the audience for caring about the neighborhood. She proposed a possible alternative of requesting a variance to reduce the number of required off-street parking spaces for the planned mixed use buildings in order to save the trees, whether they are officially protected or not, and to avoid having a commercial parking lot in the residentially-zoned part of the property. She said she was uncertain what to do at this point with regard to proceeding with the zoning change, and requested that the Commission take a five-minute break.

After the meeting resumed, Ms. Falgout said living in the existing main house is her primary goal, and she can do that without rezoning the property, although the main house could not be converted to a mixed-use building. She then stated that she had decided to withdraw her zoning change application.

Mr. Gibson requested that Ms. Falgout follow-up with a written request to withdraw her application so that there would be documentation in the case file.

Chair Ruiz closed the public hearing and stated that the application would be considered officially withdrawn.

There was no vote on the item because of withdrawal.

5. SUP-19-12. Hold a PUBLIC HEARING and consider a request by Thomas Blauvelt on behalf of Carlos and Linda Eureste, for a Specific Use Permit to allow a DF-2 Duplex-Family Development Type on 0.263 acre in the Byrd Lockhart Survey, Abstract No. 17, zoned RMD Residential Medium Density District and located at 1001 Johnson Street.

Kevin Waller explained that the applicant would like to build a duplex on the property, but the depth of the lot is just shy of the minimum required for the DF-1 development type, which is allowed by-right. Therefore, although the lot far exceeded the minimum lot width and size requirements, the slightly shallow depth would be allowed only for the DF-2 development type, which requires approval of a specific use permit. He presented maps and photos of the subject site and neighboring properties.

Chair Ruiz opened the public hearing and asked the applicant to come forward.

Thomas Blauvelt, of 1602 Magpie Cove in Austin, said that he would like to build a duplex and that the depth of the lot was just one-half foot short of the length required for it to be allowed by-right.

Chair Ruiz asked for any other speakers to come forward.

Amanda West, of 428 Trinity Street, said she was in favor of the duplex. She mentioned there is a need for housing in Lockhart, and that there are other DF-2 development type duplexes in the area.

Dora Cerda, of 915 Tank Street, said she and her daughter wished to express their concerns. The daughter said her mom wanted the Commission to know that she has lived in her home for over 30 years. Most of the residences in the neighborhood were single-family homes. She was not opposed to development, but thought it should be a single-family home instead of housing for renters, such as a duplex. She said they are concerned about parking in the street since the streets are very narrow. She added that they have done a lot to clean up their neighborhood, and are concerned about tenants. The area should be reserved for single-family homes where people can raise their families.

Rebecca Castillo, of 1003 Johnson Street, said the proposed duplex looks too large for the lot and wondered how all the vehicles would be accommodated on the property. She was also concerned about the narrow streets, with cars parked all along the street. She doesn't want her property taxes to increase with the new development. She said she built her forever home there, and would like to see more people take care of their property. She mentioned that the current owner's original intent was to build a tiny home, but his wife didn't like the neighborhood.

Chair Ruiz asked for any other speakers and, seeing none, he asked if the applicant would like to speak again after hearing the opposition.

Mr. Blauvelt said that the development should not affect the neighboring property taxes in the area, but if the property values did increase it would benefit the homeowners should they decide to sell their home. He mentioned that he would reside in one unit of the duplex and rent the other unit to a tenant. This would allow him to keep an eye on the property. A paved driveway will be provided to accommodate four vehicles, or more if needed. He stated his belief that the duplex would be a good addition to the neighborhood.

Chair Ruiz closed the public hearing and asked for the staff recommendation.

Mr. Waller said that staff recommended approval.

Commissioner Oliva moved to deny SUP-19-12. Commissioner Ruiz seconded, and the motion passed by a vote of 4-1 with Commissioner McBride against.

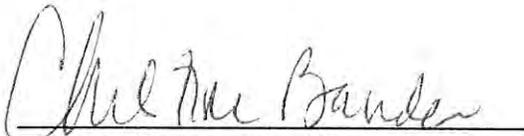
6. Discuss the date and agenda of next meeting, including Commission requests for agenda items.

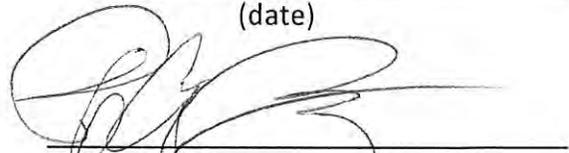
Mr. Gibson reported that the next Commission meeting date would be November 13th.

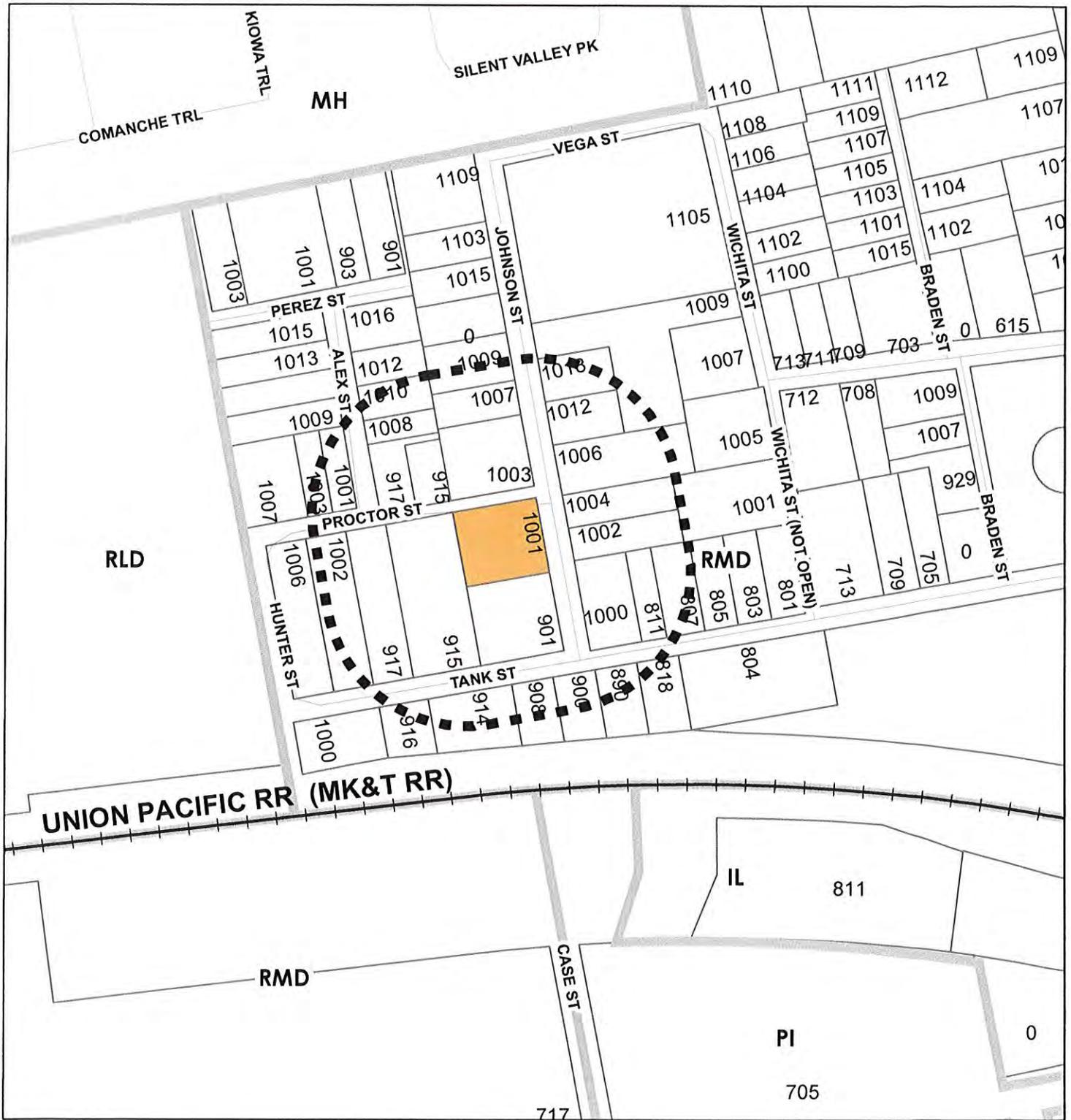
7. Adjourn.

Commissioner Rodriguez moved to adjourn, and Commissioner Arnic seconded. The motion passed by a unanimous vote, and the meeting adjourned at 8:49 p.m.

Approved: 11-13-2019
(date)


Christine Banda, Recording Secretary


Philip Ruiz, Chair



SUP-19-12

1001 JOHNSON ST

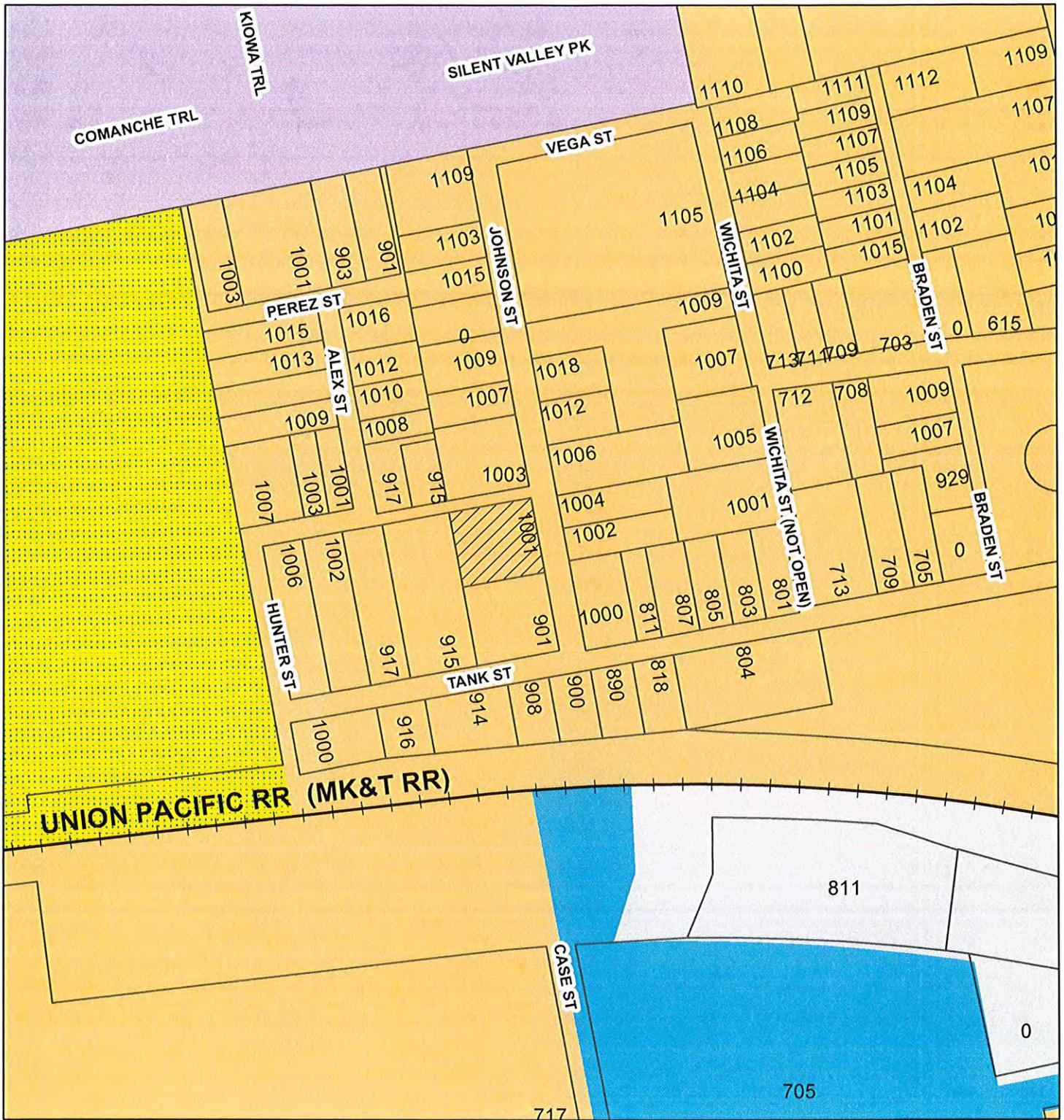
DF-2 DUPLEX FAMILY



-  Zoning Boundary
-  Subject Property
-  200 Ft Buffer

scale 1" = 200'

12



SUP-19-12

1001 JOHNSON ST

DF-2 DUPLEX FAMILY



ZONING DISTRICTS

- INDUSTRIAL LIGHT
- MANUFACTURED HOME
- PUBLIC AND INSTITUTIONAL
- RESIDENTIAL LOW DENSITY
- RESIDENTIAL MEDIUM DENSITY

scale 1" = 200'

13



0 200 400 Feet

14

CASE SUMMARY

STAFF CONTACT: Kevin Waller, Assistant City Planner

CASE NUMBER: SUP-19-12

REPORT DATE: October 15, 2019

PUBLIC HEARING DATE: October 23, 2019

APPLICANT’S REQUEST: DF-2 Residential Development Type

STAFF RECOMMENDATION: **Approval, if there is no significant neighborhood opposition.**

SUGGESTED CONDITIONS: None

BACKGROUND DATA

APPLICANT: Thomas Blauvelt

OWNERS: Carlos and Linda Eureste

SITE LOCATION: 1001 Johnson Street

LEGAL DESCRIPTION: Metes and bounds

SIZE OF PROPERTY: 0.263 acre

EXISTING USE OF PROPERTY: Vacant

ZONING CLASSIFICATION: RMD (Residential Medium Density District)

ANALYSIS OF ISSUES

CHARACTERISTICS OF PROPOSED USE: The RMD zoning district allows the DF-1 residential development type by-right, and allows the DF-2 development type as a specific use. The DF-2 residential development type is a duplex on a smaller lot than is required for the DF-1 residential development type. The subject property far exceeds the minimum lot size and minimum width standards for DF-1, but is slightly less than the minimum depth required for DF-1. The applicant proposes a duplex with each dwelling unit containing three bedrooms and two and a half bathrooms.

NEIGHBORHOOD COMPATIBILITY: The subject property is located in a primarily single-family residential area with a variety of dwelling sizes and conditions. One other duplex is located in the area, at 1009 Alex Street, approximately 200 feet northwest of the subject property. The Alex Street property is nonconforming with respect to lot width, and at approximately 40 feet wide, does not meet the 50-foot width requirement for DF-2, much less the 65-foot width requirement for DF-1. There are two manufactured homes in the vicinity. One manufactured home is across Johnson Street and southeast of the subject property at 1000 Johnson Street, and the other is approximately 350 feet north of the subject property at 903 Perez Street. These manufactured homes are in good condition and have no apparent negative impact or complaints from other residents of the area. A previous owner of the subject property proposed a single-wide manufactured home in 2010, which was denied by the Commission due to significant neighborhood opposition. Since the current proposal is for a duplex built to the same standards as site-built single-family homes, it is not known whether there will be neighborhood opposition.

COMPLIANCE WITH STANDARDS: The proposed construction will meet all applicable standards. The minimum required four off-street parking spaces will be provided near the southeast corner of the building, in a two-across and two-behind configuration. It is preferred to have four parking spaces all side-by-side, but there is not enough lot area for this where the parking is proposed. Although the parking spaces are not proposed to be covered, Staff generally encourages covered parking where there is sufficient lot area for it. A garage or carport meeting setback requirements could be constructed for two of the four spaces. Many of the other residences in the area have no covered off-street parking, however, so the lack of covered parking would not be out of character with the area.

ADEQUACY OF INFRASTRUCTURE: Adequate street frontage is available for vehicular access. Six-inch water and sewer lines are located along the property’s Johnson Street and Proctor Street frontages.

ALTERNATIVES: A single-family dwelling could be constructed on the subject parcel by-right, without approval of a specific use permit.

RESPONSE TO NOTIFICATION: None as of the date of this report.

ALEX STREET

PROCTOR STREET

JOHNSON STREET

1001 JOHNSON STREET, LOCKHART, TX. 78644



BEGIN AT A STAKE SET IN WEST LINE OF 15 FT. STREET, SET FOR SW CORNER OF LOT NO. 11 IN THE OLD DEED, ON THE OLD DEED, COMM. FROM ANTONIO JIMENEZ AND WIFE TO GRANITO SANCHEZ OF RECORD IN BOOK 281 PAGE 522 OF THE PUBLIC RECORDS OF CALDWELL COUNTY, TEXAS, THENCE WITH WEST LINE OF SAID STREET, N 89° 40' 00" W 100.00 FEET TO A POINT, THENCE S 89° 40' 00" W 119.444 FEET TO A POINT, THENCE S 89° 40' 00" W 43.918 FEET TO A POINT, THENCE N 89° 40' 00" W 119.444 FEET TO THE BEGINNING AND TO INCLUDE ALL THE IMPROVEMENTS ON THE SAME SITUATED.

CERDA
VOL. 34 PAGE 497 O.R.

HEITMAN
(1746) 2 SF
0.283 ACRES
VOL. 624 PAGE 295 O.R.

MARTINEZ
VOL. 451 PAGE 480 O.R.

HILLARD
OLD DEED
VOL. 281 PAGE 522

LOT DIMENSIONS PER DEED RECORDS

VICINITY MAP



SITE PLAN
SCALE: 1" = 20'-0"





SPECIFIC USE PERMIT APPLICATION

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

APPLICANT/OWNER

APPLICANT NAME Thomas Blauvelt
DAY-TIME TELEPHONE (310) 601 - 0573
E-MAIL lockhartgateway@gmail.com

ADDRESS 1602 Magpie Cv, Austin TX 78746

OWNER NAME Carlos & Linda Eureste
DAY-TIME TELEPHONE (512) 227 - 1949
E-MAIL lockhartgateway@gmail.com

ADDRESS 1022 Bois D'Arc St, Lockhart TX 78644

PROPERTY

ADDRESS OR GENERAL LOCATION 1001 Johnson Street
LEGAL DESCRIPTION (IF PLATTED) su of Hatched
SIZE 0.263 ACRE(S) ZONING CLASSIFICATION Residential Medium Density
EXISTING USE OF LAND AND/OR BUILDING(S) Vacant

REQUESTED SPECIFIC USE

PROPOSED USE REQUIRING PERMIT duplex DF-2

CHARACTERISTICS OF PROPOSED USE, INCLUDING INDOOR AND OUTDOOR FACILITIES, ANTICIPATED OCCUPANCY (NUMBER OF DWELLING UNITS, RESIDENTS, EMPLOYEES, SEATS, OR OTHER MEASURE OF CAPACITY, AS APPLICABLE), GROSS FLOOR AREA, HOURS OF OPERATION, AND ANY OTHER RELEVANT INFORMATION. ATTACH ADDITIONAL SHEETS, IF NECESSARY.

construction of duplex, 2 dwelling units

SUBMITTAL REQUIREMENTS

IF THE APPLICANT IS NOT THE OWNER, A LETTER SIGNED AND DATED BY THE OWNER CERTIFYING THEIR OWNERSHIP OF THE PROPERTY AND AUTHORIZING THE APPLICANT TO REPRESENT THE PERSON, ORGANIZATION, OR BUSINESS THAT OWNS THE PROPERTY.

IF NOT PLATTED, A METES AND BOUNDS LEGAL DESCRIPTION OF THE PROPERTY.

SITE PLAN, SUBMITTED ON PAPER NO LARGER THAN 11" X 17", SHOWING: 1) Scale and north arrow; 2) Location of site with respect to streets and adjacent properties; 3) Property lines and dimensions; 4) Location and dimensions of buildings; 5) Building setback distances from property lines; 6) Location, dimensions, and surface type of off-street parking spaces and loading areas; 7) Location, dimensions, and surface type of walks and patios; 8) Location, type, and height of free-standing signs; fences, landscaping, and outdoor lighting; 9) utility line types and locations; and, 10) any other proposed features of the site which are applicable to the requested specific use.

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

1/4 acre or less	\$125
Between 1/4 acre and one acre	\$150
One acre or greater	\$170 plus \$20.00 per each acre over one acre

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

SIGNATURE Thomas Blauvelt

DATE 10/2/2019

OFFICE USE ONLY

ACCEPTED BY Dan Gibson

RECEIPT NUMBER 895509

DATE SUBMITTED 10-3-19

CASE NUMBER SUP - 1A - 12

DATE NOTICES MAILED 10-7-19

DATE NOTICE PUBLISHED 10-10-19

PLANNING AND ZONING COMMISSION MEETING DATE 10-23-19

DECISION Denied 4-1

CONDITIONS _____

Dan Gibson

From: Carlos Eureste
Sent: Tuesday, October 01, 2019 8:17 PM
To: Dan Gibson
Subject: 1001 Johnson St.

I Carlos Eureste, give Thomas Blauvelt permission to request a specific use permit to build a duplex on my property located at 1001 Johnson St. Lockhart Tx

City of Lockhart, Texas

Council Agenda Item Briefing Data

COUNCIL MEETING DATE: December 3, 2019

AGENDA ITEM CAPTION:

Hold a Public Hearing and discussion and/or action to consider Ordinance 2019-28 amending Chapter 64 "Zoning" of the Lockhart Code of Ordinances, Article VII "Zoning Districts and Standards", Section 64-203 "Nonresidential Appearance Standards".

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

ACTION REQUESTED:

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

BACKGROUND/SUMMARY/DISCUSSION:

Staff gave a short presentation at the September 17th City Council meeting regarding recent changes in State law that affected our development regulations. One of the major changes results from HB 2439, which prohibits cities from enforcing any locally adopted code or ordinance requiring or restricting exterior building materials in such a way that it deviates from the national model building codes. Section 64-203(1) of our zoning ordinance does just that. It requires that at least 35 percent of the area of exterior walls of nonresidential buildings to consist of at least one finish material selected from a list of preferred materials. Section 64-203(6)(e) also refers to preferred materials. In order for our ordinance to be consistent with State law, we have to delete those provision or replace them with new provisions. The remainder of the section can still be enforced and is not proposed to be amended except for some clarifications and other minor modifications that will improve the enforceability of the standards. In addition to Ordinance 2019-28, which contains the entire amended text of Section 64-203, an annotated version of the section is attached which illustrates the changes with deleted text crossed out, and added text underlined.

COMMITTEE/BOARD/COMMISSION ACTION:

The Planning and Zoning Commission unanimously recommended approval at their November 13th meeting.

STAFF RECOMMENDATION/REQUESTED MOTION: Approve Ordinance 2019-28.

LIST OF SUPPORTING DOCUMENTS: Ordinance 2019-28, Annotated version of proposed changes.

Department Head initials:

DS

City Manager's Review:

[Signature]

ORDINANCE 2019-28

AN ORDINANCE OF THE CITY OF LOCKHART, TEXAS, AMENDING CHAPTER 64 "ZONING" OF THE CODE OF ORDINANCES, ARTICLE VII "ZONING DISTRICTS AND STANDARDS", SECTION 64-203 "NONRESIDENTIAL APPEARANCE STANDARDS", TO DELETE REFERENCES TO PREFERRED MATERIALS, ADD CRITERIA FOR BUILDING ADDITIONS, MODIFY AN EXISTING BONUS FEATURE WITH REGARD TO EXTERIOR FINISH MATERIALS, AND TO MODIFY CERTIAN OTHER PROVISIONS; PROVIDING FOR SEVERABILITY; PROVIDING A REPEALER; PROVIDING FOR PENALTY; PROVIDING FOR PUBLICATION; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, HB 2439 passed by the 2019 Texas Legislature, signed by the Governor, and effective September 1, 2019, prohibits cities from enforcing any locally adopted code or ordinance requiring or restricting exterior building materials in such a way that it deviates from the national model building codes; and,

WHEREAS, Section 64-203(1) of the Zoning Ordinance contains provisions that require at least 35 percent of the area of exterior walls of nonresidential buildings to consist of at least one finish material selected from a list of preferred materials; and,

WHEREAS, Section 64-203(6)(e) also refers to preferred materials; and,

WHEREAS, Section 64-203 does not currently apply to building additions, even if a building addition is large in comparison to the original structure; and,

WHEREAS, there are other existing provisions in Section 64-203 that have previously been identified as needing minor clarification or improvement; and,

WHEREAS, the Lockhart Planning and Zoning Commission held a public hearing on November 13, 2019, and voted to recommend amending Section 64-203 to address compliance with State law, and to add, clarify, or otherwise modify certain other provisions; and,

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

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

- I. The foregoing recitals are approved and adopted herein for all purposes.
- II. Chapter 64 "Zoning", Article "VII "Zoning Districts and Standards", Section 64-203 "Nonresidential Appearance Standards", is hereby amended in its entirety as follows:

Sec. 64-203. Nonresidential Appearance Standards.

Except as otherwise noted, all new development sites, new enclosed buildings, or building additions exceeding 50 percent of the gross floor area of the existing building as provided in subsection (1), are subject to the following standards for outdoor site development and exterior building design. If there are two or more buildings on the same site, their appearance should be consistent with regard to these standards. Buildings 300 square feet or less in gross floor area, residential dwellings and residential or agricultural accessory buildings, and buildings of any type that are on property located in both the CCB Commercial Central Business District and the Courthouse Square Historical District, are exempt from these standards.

- (1) *Building additions:* Additions exceeding 50 percent of the gross floor area of an existing building where the existing building complies with this section at the time the addition is constructed shall have a similar appearance as the existing building. If the total floor area resulting from the addition requires compliance with more bonus features in subsection (6) than would be required by the existing building, the new total number of building and landscaping bonus features shall apply. Where an addition exceeds 50 percent of the gross floor area of an existing building, and the existing building does not comply with this section at the time the addition is constructed, the addition or the existing building, or a combination thereof, shall comply with this section, including the building and landscaping bonus features in subsection (6) based on the floor area of the addition, only.
- (2) *Color:* Intense, bright, or fluorescent colors shall not be used as the predominant color on any wall or roof, but may be used as an accent.
- (3) *Entrances:* Primary building entrances must be easily identifiable through the use of differing colors and/or materials, or covered by any means such as a, portico, recess, canopy, awning, or other overhang.
- (4) *Roofs:* Flat roofs that are not an integral element of a unique architectural style or design, and roof-mounted mechanical equipment taller than 18 inches above the roof surface on any type of roof, must be screened from view as seen at an eye level of six feet above the property line from and along any abutting street, and/or from any abutting property having a residential zoning classification, by a parapet or other architectural structure or device of a design and/or color that complements, or is consistent with, the appearance of the building.
- (5) *Screening:* Any outdoor area used for ground-mounted mechanical equipment, refuse storage, long-term vehicle storage, storage of products or materials other than vehicles, or truck loading/unloading docks shall be screened from view as seen at an eye level of six feet above the property line from and along any abutting street or from any abutting property having a residential zoning classification. Screening shall consist of a minimum 90 percent opaque permanent fence or wall of a design and/or color that complements, or is consistent with, the appearance of the building that it serves. Screening is not required for loading docks on property that abuts only a street other than an arterial street if the loading dock is set back at least 130 feet from the right-of-way line.
- (6) *Bonus features:* Buildings and/or sites must incorporate bonus features from the list below in an amount corresponding to the gross floor area of the building or buildings on the property, based on the use categories shown in the table. The floor areas of basements or floors averaging more than 50 percent below ground level as viewed from any abutting street are not included. Where there are multiple buildings, outdoor bonus features selected shall apply to the entire site. Where multiple land uses are located in separate buildings on the same site, the minimum number of bonus features required, as shown in the table, applies to each building separately. Where multiple land uses are located in the same building, the minimum number of bonus features required is based on the use occupying the greatest floor area. In all cases, at least one of the selected bonus features must be from items "l", "m", or "n" in the list.

OFFICE BUILDINGS AND ALL COMMERCIAL USES	
Gross Floor Area	Minimum Bonus Features
Less than 5,000 square feet	3
5,000 square feet to 15,000 square feet	5
Greater than 15,000 square feet	7
ALL OTHER LAND USES	
Gross Floor area	Minimum Bonus Features
Less than 10,000 square feet	3
10,000 square feet to 25,000 square feet	5
Greater than 25,000 square feet	7

- a. Horizontal articulation of building walls through the use of at least one offset of at least three feet for each 50 feet, or portion thereof, of each exterior wall length facing an abutting street.
- b. Exterior projections of architectural or structural bays in the form of floors and/or interior bay walls extending at least two feet beyond the face of at least one exterior wall facing an abutting street.
- c. Integrated planters or wing-walls that incorporate landscape or seating areas.
- d. One or more of the following architectural features integrated into each exterior wall facing an abutting street:
 1. Pilasters or engaged columns
 2. Decorative cornice
 3. Wainscoting or plinth course
 4. Covered arcade or colonnade
 5. Architectural tower or focal point
 6. Decorative tile work
- e. The use of at least two different finish materials on all exterior walls visible from any abutting street, whereby each material covers at least 30 percent of the visible wall area, excluding the cumulative area of windows and doors.
- f. Window accent treatments, such as being recessed from the wall plane by at least twelve inches, or having a consistent theme of arches, awnings, canopies, or balconies on all exterior walls visible from any abutting street.
- g. Windows consisting of at least 35 percent of each building wall area facing an abutting street.
- h. Peaked or pitched roof forms having a slope of at least 18.5 degrees or four inches rise per one horizontal foot, or varied roof heights, with flat roofs having an articulated parapet or cornice line, where visible from any abutting street.

- i. One or more outdoor courtyards or patios containing seating facilities and one or more amenities such as landscaping, shade, arbor, or fountain.
- j. All parking lots located no closer to any abutting street than any wall of the main building.
- k. At least ten percent of the site area landscaped with vegetative ground-cover or xeriscaping, where the site area is defined as the lot or parcel, or portion thereof within the boundary of the developed area, as indicated on the site plan for the use or uses receiving bonus feature credit.
- l. Evergreen shrubbery at least 18 inches high when planted along the building foundation on each side facing an abutting street.
- m. Evergreen shrubbery having a mature height of at least four feet, landscaped earth berm, decorative wall, or a combination thereof, at least four feet high as measured from the parking lot surface, and having an opacity of at least 60 percent, along the frontage of all parking lots abutting a street. Shrubby may be at least three feet high when planted or, if irrigated, may be two feet high when planted.
- n. No parking space more than 60 feet from at least one ornamental or shade tree of at least two inches in caliper, as measured two feet above the root ball, when planted. A tag identifying the species or common name shall remain attached to each tree until after passing inspection by the City.

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

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

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

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

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

PASSED, APPROVED, AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF LOCKHART, TEXAS, ON THIS THE 3rd DAY OF DECEMBER, 2019.

CITY OF LOCKHART

Lew White
Mayor

ATTEST:

APPROVED AS TO FORM:

Connie A. Constancio, TRMC
City Secretary

Monte Akers
City Attorney

ANNOTATED AMENDMENT

CHAPTER 64. ZONING

ARTICLE VII. ZONING DISTRICTS AND STANDARDS

Sec. 64-203. Nonresidential Appearance Standards.

Except as otherwise noted, all new development sites, ~~and new enclosed buildings, or building additions exceeding 50 percent of the gross floor area of the existing building as provided in subsection (1), other than residential dwellings and residential or agricultural accessory buildings,~~ are subject to the following standards for outdoor site development and exterior building design. If there are two or more buildings on the same site, their appearance should be consistent with regard to these ~~features standards~~. Buildings 300 square feet or less in gross floor area, ~~residential dwellings and residential or agricultural accessory buildings, and buildings of any type that are on property located in both the CCB Commercial Central Business District and the Courthouse Square Historical District,~~ are exempt from these standards.

- (1) ~~Materials: All exterior walls having any portion visible from any abutting street shall have a minimum of 35 percent preferred material wall finish. Preferred materials shall consist of any of the types listed below. Areas of an exterior wall that are devoted to windows or doors shall not be counted as wall surface area when calculating the preferred materials requirement.~~
 - a. ~~Brick.~~
 - b. ~~Natural or cast stone.~~
 - c. ~~Decorative, textured, or split face concrete block.~~
 - d. ~~Decorative architectural tile.~~
 - e. ~~Stucco.~~
 - f. ~~Glass block.~~
 - g. ~~Manufactured brick, stone, or textured stucco veneer or panels a minimum of three-fourths inch thick.~~
 - h. ~~Fiber cement siding or fiber reinforced concrete panels.~~
 - i. ~~Exterior Insulation and Finish Systems (EIFS).~~
 - j. ~~Solid, non-composite wood having a nominal thickness of at least three-fourths inch.~~
 - k. ~~Aluminum Composite Material (ACM) wall panels.~~

- ~~l. Horizontal ribbed or horizontal corrugated metal panels with a thermoplastic color coating having a minimum 30 percent gloss on exterior walls not facing a street, provided that all exterior walls facing a street are finished with another preferred material covering at least 70 percent of the wall.~~
- ~~m. Structural insulated metal panels for buildings in the industrial districts, only.~~
- ~~n. Painted precast tilt wall concrete panels for buildings in the industrial districts, only.~~
- ~~o. The Planning and Zoning Commission may approve additional materials that are compatible with the character of the surrounding area and comparable in quality and appearance to the materials listed above.~~

Building additions: Additions exceeding 50 percent of the gross floor area of an existing building, where the existing building complies with this section at the time the addition is constructed, shall have a similar appearance as the existing building. If the total floor area resulting from the addition requires compliance with more bonus features in subsection (6) than would be required by the existing building, the new total number of building and landscaping bonus features shall apply. Where an addition exceeds 50 percent of the gross floor area of an existing building, and the existing building does not comply with this section at the time the addition is constructed, the addition or the existing building, or a combination thereof, shall comply with this section, including the building and landscaping bonus features in subsection (6) based on the floor area of the addition, only.

- (2) *Color:* Intense, bright, or fluorescent colors shall not be used as the predominant color on any wall or roof, but may be used as an accent.
- (3) *Entrances:* Primary building entrances must be easily identifiable through the use of differing colors and/or materials, or covered by any means such as a, portico, recess, canopy, awning, or other overhang.
- (4) *Roofs:* Flat roofs that are not an integral element of a unique architectural style or design, and roof-mounted mechanical equipment taller than 18 inches above the roof surface on any type of roof, must be screened from view as seen at an eye level of six feet above the property line from and along any abutting street, and/or from any abutting property having a residential zoning classification, by a parapet or other architectural structure or device of a design and/or color that complements, or is consistent with, the appearance of the building.
- (5) *Screening:* Any outdoor area used for ground-mounted mechanical equipment, refuse storage, long-term vehicle storage, storage of products or materials other than vehicles, or truck loading/unloading docks shall be screened from view as seen at an eye level of six feet above the property line from and along any abutting street or from any abutting property having a residential zoning classification. Screening shall consist of a minimum 90 percent opaque permanent fence or wall of a design and/or color that complements, or is consistent with, the appearance of the building that it serves. Screening is not required for loading docks on property that abuts only a street other than an arterial street if the loading dock is set back at least 130 feet from the right-of-way line.

(6) *Bonus features:* Buildings and/or sites must incorporate bonus features from the list below in an amount corresponding to the gross floor area of the building or buildings on the property, ~~and~~ based on the use categories shown in the table. The floor areas of basements or floors averaging more than 50 percent below ground level as viewed from any abutting street are not included. Where there are multiple buildings, outdoor bonus features selected shall apply to the entire site. Where multiple land uses are located in separate buildings on the same site, the minimum number of bonus features required, as shown in the table, applies to each building separately. Where multiple land uses are located in the same building, the minimum number of bonus features required is based on the use occupying the greatest floor area. In all cases, at least one of the selected bonus features must be from items "l", "m", or "n" in the list.

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Gross Floor area	Minimum Bonus Features
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- b. Exterior projections of architectural or structural bays in the form of floors and/or interior bay walls extending at least two feet beyond the face of ~~the~~ at least one exterior wall facing an abutting street.
- c. Integrated planters or wing-walls that incorporate landscape or seating areas.
- d. One or more of the following architectural features integrated into each exterior walls facing any an abutting street:
 1. Pilasters or engaged columns
 2. Decorative cornice
 3. Wainscoting or plinth course
 4. Covered arcade or colonnade
 5. Architectural tower or focal point
 6. Decorative tile work

- e. ~~A preferred material covering at least 15 percent of exterior wall areas facing any abutting street that is different than and in addition to the material used to satisfy the minimum 35 percent preferred materials requirement.~~ The use of at least two different finish materials on all exterior walls visible from any abutting street, whereby each material covers at least 30 percent of the visible wall area, excluding the cumulative area of windows and doors.
- f. Window accent treatments, such as being recessed from the wall plane by at least twelve inches, or having a consistent theme of arches, awnings, canopies, or balconies on all exterior walls visible from any abutting street.
- g. Windows consisting of at least 35 percent of each building wall areas facing ~~any~~ an abutting street.
- h. Peaked or pitched roof forms having a slope of at least 18.5 degrees or four inches rise per one horizontal foot, or varied roof heights, with flat roofs having an articulated parapet or cornice line, where visible from any abutting street.
- i. One or more outdoor courtyards or patios containing seating facilities and one or more amenities such as landscaping, shade, arbor, or fountain.
- j. All parking lots located no closer to any abutting street than any wall of the main building.
- k. At least ten percent of the site area landscaped with vegetative ground-cover or xeriscaping, where the site area is defined as the lot or parcel, or portion thereof within the boundary of the developed area, as indicated on the site plan for the use or uses receiving bonus feature credit.
- l. Evergreen shrubbery at least 18 inches high when planted along the building foundation on ~~any~~ each side facing an abutting street.
- m. Evergreen shrubbery having a mature height of at least four feet, landscaped earth berm, decorative wall, or a combination thereof, at least four feet high as measured from the parking lot surface, and having an opacity of at least 60 percent, along the frontage of all parking lots abutting a street. Shrubbery may be at least three feet high when planted or, if irrigated, may be two feet high when planted.
- n. No parking space more than 60 feet from at least one ornamental or shade tree of at least two inches in caliper, as measured two feet above the root ball, when planted. A tag identifying the species or common name shall remain attached to each tree until after passing inspection by the City.

**REGULAR MEETING
LOCKHART CITY COUNCIL**

NOVEMBER 7, 2019

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 John Castillo
Councilmember Kara McGregor
Councilmember Brad Westmoreland

Staff present:

Steven Lewis, City Manager
Monte Akers, City Attorney
Miles Smith, Public Information Officer
Pam Larison, Finance Director

Connie Constancio, City Secretary
Shane Mondin, Building Official
Ernest Pedraza, Police Chief
Sean Kelley, Public Works Director

Citizens/Visitors Addressing the Council:

Citizens: Linda Barron, John Paul Barron, and Sonia Hernandez.

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. DISCUSS MINUTES OF THE CITY COUNCIL MEETING OF OCTOBER 15, 2019.

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

B. DISCUSS THE 4TH QUARTER FISCAL YEAR 2019 INVESTMENT REPORT.

Ms. Larison stated that the Texas Public Funds Act requires local governments to review and accept Quarterly Investment Reports for each quarterly reporting period of the year. She provided information and there was discussion regarding the following:

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

C. DISCUSS RESCINDING RESOLUTION 2019-25 AND ADOPTING RESOLUTION 2019-28 ESTABLISHING FEES TO REFLECT THE RECOVERY OF REVENUES DUE TO THE 4.1% VENDOR RATE INCREASE ACCORDING TO CONTRACT WITH CENTRAL TEXAS REFUSE (CTR), FOR RESIDENTIAL SOLID WASTE COLLECTION, DISPOSAL, RECYCLING SERVICES, AND COMMERCIAL WASTE COLLECTION/DISPOSAL SERVICES AND ESTABLISHING FEES FOR OTHER SOLID WASTE SERVICES REFLECTING LANDFILL AND DISPOSAL RATE INCREASES.

Ms. Larison stated that Resolution 2019-25 was adopted on October 15, 2019. Finance thereafter realized that there were a few errors on fees involving senior/disabled citizen rates as outlined in the exhibits of the Resolution. Staff recommends rescinding Resolution 2019-25 in its entirety to replace with Resolution 2019-28 which has the correct rates. There was discussion.

D. DISCUSS RESOLUTION 2019-30 APPROVING THE CERTIFIED PROPERTY TAX ROLL FOR THE 2019 TAX YEAR.

Ms. Larison stated that Section 26.09 of the Property Tax Code requires approval by the City Council of the Property Tax Roll, with the tax amount presented by the Caldwell County Appraisal District for the 2019 tax year. The 2019 Property Tax Roll contains final amounts due totaling \$5,013,497.97. This amount is \$233,075 in excess of the budgeted amount of \$4,780,423 with \$1,107,543 being for debt service. Ms. Larison recommended approval. There was discussion.

E. DISCUSS ORDINANCE 2019-26 VACATING THE 20-FOOT PUBLIC UTILITY EASEMENT LOCATED ALONG THE REAR OF LOT ONE AND LOT TWO, BLOCK NINE OF THE WINDRIDGE ADDITION, SECTION 3 AT 301 AND 303 WINDRIDGE DRIVE NORTH.

Mr. Mondin stated that Mrs. Evette Hernandez contacted city staff to request that the public utility easement be removed from the rear yard of her residence at 301 Windridge Drive North for the installation of an inground pool. Written approval has been received from utility entities and city staff. All utilities are located in the front of the properties. The utility companies and city staff have no objections to the removal of the utility easement at the rear of the lot, located at 301 and 303 Windridge Drive North. Mr. Mondin recommended approval. There was brief discussion.

F. DISCUSS ORDINANCE 2019-27 AMENDING CHAPTER 56, ARTICLE IX, WRECKERS, DIVISION 4, LIMITATIONS ON RATES FOR NON-CONSENT TOWS, INCREASING FEES FOR POLICE AUTHORIZED TOWS FROM AN ACCIDENT SCENE, POLICE AUTHORIZED TOW-IMPOUNDS AND ALL OTHER NON-CONSENT TOWS, AND ADDING A SECTION TO ESTABLISH PROCEDURES BY WHICH A TOWING COMPANY MAY REQUEST THAT A TOWING FEE STUDY BE PERFORMED.

Chief Pedraza stated that the local towing companies requested that a study be conducted to increase towing fees to be more in line with current rates and due to the increase in costs to do business, such as increased insurance premiums, wrecker maintenance, storage facility fees/personnel and continuing education. The last increase of the non-consent towing fees was in 2006. There was discussion regarding the difference of consent and non-consent tows. Chief Pedraza stated that based on the market analysis, the information provided by the Lockhart towing companies and the projected 12-year consumer Price-Index (CPI) increase, the Lockhart Police Department recommends that fees be increased based on a fair market value as listed in the proposed ordinance.

Mayor White requested Linda Barron of Barron's Towing to address the Council.

Linda Barron, 1608 Meadow Lane, stated that she was speaking on behalf of all towing companies in Lockhart. Since fees have not been increased since 2006, they are requesting that the towing fees be increased to \$200 per non-consent tow and \$250 per consent tow. She stated that the cost to perform towing services is much higher because of the cost of fuel, insurance, vehicle maintenance, etc. The towing companies request that the fees be itemized to be the same as Caldwell County.

John Paul Barron, Barron's Towing, addressed the Council and requested that the towing fees be increased due to the high costs of doing business.

There was discussion.

Mayor White requested that Ms. Barron and the towing companies revise their request to be updated to provide specific fees for each service.

Sonia Hernandez of Henry's Towing requested that the fees be increased as mentioned by Mrs. Barron.

G. DISCUSS RESOLUTION 2019-29 ADOPTING A PROCESS FOR PUBLIC COMMENT DURING AN OPEN MEETING.

Ms. Constancio stated that HB 2840 was adopted during the 86th Legislative Session which authorizes Council to adopt reasonable rules regarding the public's right to address the governing body, including rules that limit the total amount of time that a member of the public may address the body on a given item. The Council has traditionally allotted the public a maximum time limit of three minutes to speak during citizens comments. The bill also provides that if a speaker requires assistance of a translator, the speaker will be allowed double the time than a speaker that does not require translation assistance, thereby allowing the speaker requiring assistance up to six minutes to address the Council. The Resolution generally codifies current practice but clarifies a few named exceptions. An updated Speaker Form provides the details about the public's right to speak at meetings as provided by the Texas Open Meetings Act. There was discussion.

H. DISCUSS RESOLUTION 2019-32 CASTING VOTES FOR DIRECTOR(S) TO SERVE ON THE CALDWELL COUNTY APPRAISAL DISTRICT BOARD OF DIRECTORS FOR THE TERM OF OFFICE FROM JANUARY 1, 2020 TO DECEMBER 31, 2021.

Mayor White stated that the Council previously voted to nominate Alfredo Munoz to be included on the ballot. The Caldwell County Appraisal District provided the ballot requesting that each taxing entity cast votes for the CCAD Board of Directors for the term of office of January 1, 2020 to December 31, 2021. The City of Lockhart is entitled to 453 votes of which the Council may cast all votes for one candidate or votes may be distributed among any number of candidates. The deadline to submit the ballot to the CCAD is December 15, 2019. There was discussion regarding casting 453 votes to Alfredo Munoz.

I. DISCUSSION REGARDING MONTHLY COMPENSATION FOR MUNICIPAL COURT JUDGE FRANK COGGINS.

Mayor White stated that he received a request from Judge Coggins about an amount for the salary increase. He asked the Council if they wanted to discuss during the open meeting or in Executive Session.

Mr. Akers clarified that if the Council chose to speak about the Judge's duties, they could discuss it during executive session but if they chose to speak about the amount of the increase, that must be done during open session. After discussion, the Council decided to discuss the Judge's duties in executive session later in the meeting.

J. DISCUSS RESCHEDULING COUNCIL MEETINGS IN 2020 DUE TO A POSSIBLE CONFLICT WITH OTHER EVENTS.

Ms. Constancio requested that the Council consider rescheduling the following meetings due to possible conflicts:

- March 17 – Spring Break
- October 6 – National Night Out
- November 3 – Election Day

After discussion, the Council suggested the following meetings to be rescheduled:

- March 17 will not be rescheduled
- October 6 will be rescheduled to October 8
- November 3 will be rescheduled to November 5

K. DISCUSSION REGARDING ESTABLISHING A HOTEL OCCUPANCY TAX (HOT) FUND BOARD AND APPOINTING MEMBERS.

Ms. Larison stated that during the October 15 Council meeting, the Council discussed proposed changes about how the City distributes HOT funds. Mayor White stated that he contacted several other cities and compared their hotel occupancy tax distribution process. The most common process is that the proposed distributions were determined by a Board, not the Council. Mayor White suggested that a Board assist with determining several options, such as saving funds towards a visitor's center. He recommended that a committee be established to consist of five members that are not associated with a HOT fund recipient organization.

Mayor White suggested that the formulation of the committee and appointments be brought back in December.

RECESS: Mayor White announced that the Council would recess for a break at 7:50 p.m.

REGULAR MEETING**ITEM 1. CALL TO ORDER.**

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

ITEM 2. INVOCATION, PLEDGE OF ALLEGIANCE.

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

ITEM 3. CITIZENS/VISITORS COMMENTS.

Mayor White requested citizens to address the Council. There were none.

ITEM 5-E. APPROVE ORDINANCE 2019-26 VACATING THE 20-FOOT PUBLIC UTILITY EASEMENT LOCATED ALONG THE REAR OF LOT ONE AND LOT TWO, BLOCK NINE OF THE WINDRIDGE ADDITION, SECTION 3 AT 301 AND 303 WINDRIDGE DRIVE NORTH.

There was discussion regarding the method to contact the property owners abutting the easement. Mr. Mondin stated that staff would work with the property owners and answer questions about the process to vacate a utility easement.

Councilmember Castillo made a motion to approve Ordinance 2019-26, as presented. Mayor Pro-Tem Sanchez seconded. The motion passed by a vote of 7-0.

ITEM 4-A. HOLD A PUBLIC HEARING ON APPLICATION ZC-19-10 BY SUZY FALGOUT AND DISCUSSION AND/OR ACTION TO CONSIDER A ZONING CHANGE FROM RMD RESIDENTIAL MEDIUM DENSITY DISTRICT AND CHB COMMERCIAL HEAVY BUSINESS DISTRICT TO CHB COMMERCIAL HEAVY BUSINESS DISTRICT ON 0.426 ACRE IN THE BYRD LOCKHART SURVEY, ABSTRACT NO. 17, LOCATED AT 710 SOUTH COMMERCE STREET. [WITHDRAWN]

Mayor White announced that the applicant withdrew the request therefore, a public hearing will not be held.

ITEM 5-F. APPROVE ORDINANCE 2019-27 AMENDING CHAPTER 56, ARTICLE IX, WRECKERS, DIVISION 4, LIMITATIONS ON RATES FOR NON-CONSENT TOWS, INCREASING FEES FOR POLICE AUTHORIZED TOWS FROM AN ACCIDENT SCENE, POLICE AUTHORIZED TOW-IMPOUNDS AND ALL OTHER NON-CONSENT TOWS, AND ADDING A SECTION TO ESTABLISH PROCEDURES BY WHICH A TOWING COMPANY MAY REQUEST THAT A TOWING FEE STUDY BE PERFORMED.

Mayor White announced that consideration of amendments to the towing ordinance would be considered during the next Council meeting.

ITEM 5. CONSENT AGENDA.

Mayor White announced that consent agenda items 5E and 5F were considered earlier in the meeting.

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

The following are the consent agenda items that were approved:

- 5A: Approve minutes of the City Council meeting of October 15, 2019.
- 5B: Accept the 4th Quarter Fiscal Year 2019 Investment Report.
- 5C: Approve rescinding Resolution 2019-25 and adopting Resolution 2019-28 establishing fees to reflect the recovery of revenues due to the 4.1% vendor rate increase according to contract with Central Texas Refuse (CTR), for residential solid waste collection, disposal, recycling services, and commercial waste collection/disposal services and establishing fees for other solid waste services reflecting landfill and disposal rate increases.
- 5D: Approve Resolution 2019-30 approving the certified property tax roll for the 2019 tax year.
- 5G: Approve Resolution 2019-29 adopting a process for public comment during an open meeting.
- 5H: Approve Resolution 2019-32 casting votes for Director(s) to serve on the Caldwell County Appraisal District Board of Directors for the term of office from January 1, 2020 to December 31, 2021.

ITEM 6-A. DISCUSSION AND/OR ACTION REGARDING MONTHLY COMPENSATION FOR MUNICIPAL COURT JUDGE FRANK COGGINS.

Mayor White announced that the item would be considered during Executive Session.

ITEM 6-B. DISCUSSION AND/OR ACTION TO CONSIDER RESCHEDULING COUNCIL MEETINGS IN 2020 DUE TO A POSSIBLE CONFLICT WITH OTHER EVENTS.

Councilmember McGregor made a motion to reschedule the October 6, 2020 Council meeting to October 8, 2020 and the November 3, 2020 Council meeting to November 5, 2020. Councilmember Michelson seconded. The motion passed by a vote of 7-0.

ITEM 6-C. DISCUSSION AND/OR ACTION TO CONSIDER ESTABLISHING A HOTEL OCCUPANCY TAX (HOT) FUND BOARD AND APPOINTING MEMBERS.

Mayor White announced that the appointments would be considered during a meeting in December 2019.

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

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

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

- Update concerning Caldwell County Commissioners Court discussion of forming a 2020 Census Complete Count Committee.
- Update regarding the LCRA wildlife protection project at the FM 20 substation.
- 12th Annual Keep Lockhart Beautiful Clean-up – November 9 at 9 a.m. at City Park.
- Speaking of the Dead Cemetery tours held on October 25 and 26 was a success.
- Día de los Muertos event - November 1st during First Friday.
- Staff is preparing community service projects for LCRA Steps Forward Day. The event will be held on April 3, 2020.
- Meadows at Clearfork Section 2 has opened. Eight permits to KB Homes have been issued for new home construction.
- Review of the September monthly financial report.
- Firefighter entrance exam - Saturday, November 2. There are currently three firefighter vacancies.
- Two new police officers were hired in early November and have started the Police Department's field training. There are currently three police officer vacancies.
- Police entrance exam will be held Saturday, November 16.
- The RFP process to select a consultant for the upcoming Classification and Compensation Study has started. RFPs are due by November 14. Staff has received one sealed proposal and has had contact with three other interested firms.
- Contractors are 75% complete with the SH130 Phase II 18" water main project.
- Contractors have started work at the new elevated water tank site on SH 130 and FM 2001. This project should be completed on or before October 2020.
- Electrical improvements at the water plant continue. Contractors have placed the new electrical panels.
- City staff is about 70% complete laying the 12" water main along FM1322. The total length of the project is about 4,000' long.
- The new traffic signal at the intersection of South Colorado Street and Walmart has been completed. TxDOT will be conducting a speed study at this intersection to see if a reduced speed is necessary. Staff has also been working with TxDOT to design the portion of sidewalk that will connect the crosswalk to the end of the existing sidewalk in front of South Park Village Apts.
- On December 1st, the Utility Customer Services will be capable of "going green". The City will have the ability of offering paperless billing to customers. Customers will soon receive a notice in their monthly bill giving them the ability to opt-in. Paperless statements are free, safe, convenient, and reduce mailbox clutter.
- Garbage schedule during the Thanksgiving holiday will change. No garbage pick-up on Thanksgiving Day; Nov 28 and Nov 29 will slide to pick up the next day.

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

Councilmember Mendoza thanked citizens for voting.

Mayor Pro-Tem Sanchez thanked the citizens for voting and congratulated the re-elected and newly elected officials. She expressed condolences to the families of Eron Mendez, Fred Bell, Julie Jennings, Josefa Trelles Michaelson, Rudy Trejo and Mark Trejo for their loss.

Councilmember McGregor congratulated the re-elected and newly elected officials and she thanked outgoing Councilmember John Castillo for his service to the community. She thanked the Lockhart Police Department for keeping everyone safe.

Councilmember Castillo congratulated the re-elected and newly elected officials. He thanked the Council and citizens for working with him during his tenure as a Councilmember. He expressed condolences to those that have lost a loved one. He congratulated the Lockhart athletic teams that made it to playoffs and good luck to the Lockhart Lions football team. He congratulated Coach Hippensteel and the Cross-Country team for advancing in the competition.

Councilmember Michelson thanked Councilmember Castillo for his service to the community the past nine years. He congratulated the re-elected and newly elected officials. He welcomed Visionary Fiber as a new business in town and congratulated the Cross-Country team for their accomplishments. He also wished the Lockhart Football team luck.

Mayor White expressed condolences to the family of Fred Bell for their loss. He thanked Councilmember Castillo for his service to the community during his tenure. He congratulated re-elected and newly elected officials. He congratulated Visionary Fiber for locating their headquarters to Lockhart. He wished the Lockhart Cross-Country and Football teams luck.

ITEM 9. EXECUTIVE SESSION.

Mayor White announced that the Council would enter Executive Session to discuss the following at 8:30 p.m.

EXECUTIVE SESSION IN ACCORDANCE WITH TH4 PROVISIONS OF THE GOVERNMENT CODE, TITLE 5, SUBCHAPTER D, SECTION 551.071- TO DELIBERATE THE APPOINTMENT, EMPLOYMENT, EVALUATION, REASSIGNMENT, DUTIES, DISCIPLINE, OR DISMISSAL OF A PUBLIC OFFICER OR EMPLOYEE; OR TO HEAR A COMPLAINT OR CHARGE AGAINST AN OFFICER OR EMPLOYEE. Discussion regarding the monthly compensation for Municipal Court Judge Frank Coggins.

EXECUTIVE SESSION IN ACCORDANCE WITH THE PROVISIONS OF THE GOVERNMENT CODE, TITLE 5, SUBCHAPTER D, SECTION 551.086- TO DELIBERATE, VOTE, OR TAKE FINAL ACTION ON ANY COMPETITIVE MATTERS RELATING TO PUBLIC POWER UTILITIES. Discussion of the purchase of wholesale power and options for modification of customers' supply obligation commitment.

EXECUTIVE SESSION IN ACCORDANCE WITH THE PROVISIONS OF THE GOVERNMENT CODE, TITLE 5, SUBCHAPTER D, SECTION 551. 072 - TO DELIBERATE THE PURCHASE, EXCHANGE, LEASE OR VALUE OF REAL PROPERTY IF DELIBERATION IN AN OPEN MEETING WOULD HAVE A DETRIMENTAL EFFECT ON THE POSITION OF THE GOVERNMENTAL BODY IN NEGOTIATIONS WITH A THIRD PERSON - Discussion regarding a contract received offering to purchase city owned property and discussion regarding possible purchase of property.

ITEM 10. OPEN SESSION.

Mayor White announced that the Council would enter Open Session at 9:42 p.m. to take action, if any, regarding matters discussed in executive session.

A. DISCUSSION AND/OR ACTION REGARDING THE MONTHLY COMPENSATION FOR MUNICIPAL COURT JUDGE FRANK COGGINS.

Councilmember McGregor made a motion to approve a 4% monthly increase for Municipal Court Judge Frank Coggins effective October 1, 2019. Mayor Pro-Tem Sanchez seconded. The motion passed by a vote of 7-0.

B. DISCUSSION AND/OR ACTION REGARDING THE PURCHASE OF WHOLESALE POWER AND OPTIONS FOR MODIFICATION OF CUSTOMERS' SUPPLY OBLIGATION COMMITMENT.

Councilmember Michelson made a motion to increase the wholesale customer supply obligation from 25% to 35%, to decrease the alternate rate option to 0% and direct the City Manager to negotiate a customer supplies obligation contract with AEP. Councilmember McGregor seconded. The motion passed by a vote of 7-0.

C. DISCUSSION AND/OR ACTION REGARDING A CONTRACT RECEIVED OFFERING TO PURCHASE CITY OWNED PROPERTY.

Mayor Pro-Tem Sanchez made a motion to prepare 728 South Main to go out for bid. Councilmember Westmoreland seconded. The motion passed by a vote of 7-0.

D. DISCUSSION AND/OR ACTION REGARDING POSSIBLE PURCHASE OF PROPERTY.

No action was taken.

ITEM 11. ADJOURNMENT.

Councilmember Castillo made a motion to adjourn the meeting. Councilmember Mendoza seconded. The motion passed by a vote of 7-0. The meeting was adjourned at 9:50 p.m.

PASSED and APPROVED this the 3rd day of December 2019.

CITY OF LOCKHART

Lew White, Mayor

ATTEST:

Connie Constancio, TRMC
City Secretary

**LOCKHART CITY COUNCIL
REGULAR MEETING**

NOVEMBER 14, 2019

6:30 P.M.

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

Council present:

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

Mayor Lew White
Councilmember John Castillo
Councilmember Kara McGregor
Councilmember Brad Westmoreland

Staff Present:

Steve Lewis, City Manager
Monte Akers, City Attorney
Pam Larison, Finance Director
Ernest Pedraza, Police Chief

Connie Constancio, City Secretary
Miles Smith, Public Information Officer
Sean Kelley, Public Works Director

Citizens/Visitors Addressing the Council: Citizens: Linda Barron and Johnny Barron, Jr., and Michael Strong of Blue Layer Innovative Technology.

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. DISCUSS ORDINANCE 2019-27 AMENDING CHAPTER 56, ARTICLE IX, WRECKERS, DIVISION 4, LIMITATIONS ON RATES FOR NON-CONSENT TOWS, INCREASING FEES FOR POLICE AUTHORIZED TOWS FROM AN ACCIDENT SCENE, POLICE AUTHORIZED TOW-IMPOUNDS AND ALL OTHER NON-CONSENT TOWS, AND ADDING A SECTION TO ESTABLISH PROCEDURES BY WHICH A TOWING COMPANY MAY REQUEST THAT A TOWING FEE STUDY BE PERFORMED.

Chief Pedraza stated that the towing companies are requesting that the city allow the same itemized fees as Caldwell County. There was discussion regarding the proposed itemized fee schedule.

Linda Barron, 1608 Meadow Lane, provided an explanation about the difference between consent and non-consent tow. She requested that the towing fees be itemized and listed to be the same as Caldwell County.

John Barron, Jr., 1608 Meadow Lane, spoke against the city monitoring towing fees and suggested that towing fees be regulated by each towing company since the State already mandates the maximum fees that they can charge.

B. DISCUSS ANALYSIS AND ALLOW THE CITY MANAGER TO NEGOTIATE AN AGREEMENT FOR INFORMATION TECHNOLOGY (IT) MANAGEMENT SERVICES WITH BLUE LAYER INNOVATIVE TECHNOLOGY SERVICES.

Ms. Larison provided information regarding the City's request for proposal (RFP) to solicit sealed bids for IT Management Services. Sealed bids were accepted until October 31, 2019. Bids were thereafter analyzed for the costs and benefits submitted in the RFPs of the top five (5) proposals. The criteria used for the analysis were: (1) Mandatory elements: independent and licensed in the State of Texas; professional personnel with experience in Public Safety System and Criminal Justice Information Services certification; no conflict of interest; and adhered to instruction in the RFP; (2) Technical Qualifications: expertise and experience and listed services to be provided in the RFP (i.e. desktop application support, server administrative support, network administrative support, security, and strategic planning); and, (3) Cost of Services. The term of the agreement (1-3 years) can be negotiated by the City. Fees are set according to cost per unit (i.e. desktop and servers units) and will only increase if the number of units increase. Ms. Larison recommended that the Council authorize the City Manager to negotiate and award bid for IT management with Blue Layer Innovative Technology Services. There was discussion.

Michael Strong of Blue Layer Innovative Technology provided information regarding their service such as the 24-hour monitoring services. There was discussion regarding on-site service. Mr. Strong replied that Blue Layer's corporate office is in Lubbock, Texas yet they do have satellite offices in San Antonio and Austin whereby on-site support would be available fairly quickly.

RECESS: Mayor White announced that the Council would recess for a break at 7:15 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 Castillo gave the Invocation and led the Pledge of Allegiance to the United States and Texas flags.

ITEM 3. PUBLIC COMMENT.

Mayor White requested citizens to address the Council regarding an item that is not on the agenda. There were none.

ITEM 4-A. DISCUSSION AND/OR ACTION TO CONSIDER ORDINANCE 2019-27 AMENDING CHAPTER 56, ARTICLE IX, WRECKERS, DIVISION 4, LIMITATIONS ON RATES FOR NON-CONSENT TOWS, INCREASING FEES FOR POLICE AUTHORIZED TOWS FROM AN ACCIDENT SCENE, POLICE AUTHORIZED TOW-IMPOUNDS AND ALL OTHER NON-CONSENT TOWS, AND ADDING A SECTION TO ESTABLISH PROCEDURES BY WHICH A TOWING COMPANY MAY REQUEST THAT A TOWING FEE STUDY BE PERFORMED.

Mayor Pro-Tem Sanchez made a motion to approve Ordinance 2019-27, as amended to reflect the same itemized towing fees as Caldwell County's current fees. Councilmember Michelson seconded. The motion passed by a vote of 7-0.

ITEM 4-B. DISCUSSION AND/OR ACTION TO CONSIDER APPROVAL OF ANALYSIS AND ALLOW THE CITY MANAGER TO NEGOTIATE AN AGREEMENT FOR IT MANAGEMENT SERVICES WITH BLUE LAYER INNOVATIVE TECHNOLOGY SERVICES.

Mayor Pro-Tem Sanchez made a motion to award the bid to Blue Layer Innovative Technology Services and to allow the City Manager to negotiate an agreement with Blue Layer Innovative Technology Services for IT Management Services. Councilmember McGregor seconded. The motion passed by a vote of 7-0.

ITEM 4-C. DISCUSSION AND/OR ACTION REGARDING APPOINTMENTS TO VARIOUS BOARDS, COMMISSIONS OR COMMITTEES.

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

ITEM 5. CITY MANAGER'S REPORT, PRESENTATION AND POSSIBLE DISCUSSION.

- Tree of Angels ceremony – Monday, December 2 at 7:00 p.m. at First Lockhart Baptist Church.
- Dickens' Lighted parade will be on Friday, December 6 at 7:00 p.m. with festivities continuing December 7th.
- Light Up Lockhart and pictures with Santa on the Downtown Square on Sunday, December 8 at 3:30 p.m.
- Fire Department had five out of eight candidates pass the written and physical ability tests on November 2, 2019. Fire Department currently has three positions open. Interviews will begin soon.

ITEM 6. COUNCIL AND STAFF COMMENTS – ITEMS OF COMMUNITY INTEREST.

Councilmember Westmoreland invited everyone to the Lockhart Lions High School football playoff game.

Councilmember Mendoza thanked all that volunteered at the Keep Lockhart Beautiful clean up event this past weekend. He thanked Councilmember Castillo for his service to the community the past nine years.

Mayor Pro-Tem Sanchez expressed condolences to the families of Jorge Alanis, Brian Pesina and Consuela Estrada for their loss. She congratulated the Lockhart Lions for their accomplishment to the playoffs. She thanked John Castillo for his service to the community and wished him well in his future endeavors.

Councilmember McGregor wished everyone a Happy Thanksgiving. She thanked Councilmember John Castillo for his service and wished him well in his future endeavors.

Councilmember Castillo thanked Council and staff for working with him and the community for their confidence in him during his tenure as Councilmember. He wished all Happy Holidays.

Mayor White wished everyone a Happy Holiday and he wished the Lockhart Lions good luck.

Mayor Pro-Tem Sanchez expressed condolences to city employee David Jewell for the loss of his father.

ITEM 7. EXECUTIVE SESSION ITEMS

Mayor White announced that the Council would enter Executive Session to discuss the following items at 7:50 p.m.

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

EXECUTIVE SESSION IN ACCORDANCE WITH THE PROVISIONS OF THE GOVERNMENT CODE, TITLE 5, SUBCHAPTER D, SECTION 551.086- TO DELIBERATE, VOTE, OR TAKE FINAL ACTION ON ANY COMPETITIVE MATTERS RELATING TO PUBLIC POWER UTILITIES. Discussion of entering into a contract with AEP regarding the City's wholesale electric power supply and customer supply obligation.

EXECUTIVE SESSION IN ACCORDANCE WITH THE PROVISIONS OF THE GOVERNMENT CODE, TITLE 5, SUBCHAPTER D, SECTION 551.071, PRIVATE CONSULTATION WITH ITS ATTORNEY TO SEEK ADVICE ABOUT PENDING OR CONTEMPLATED LITIGATION; AND/OR SETTLEMENT OFFER; (2) AND/OR A MATTER IN WHICH THE DUTY OF THE ATTORNEY TO THE GOVERNMENT BODY UNDER THE TEXAS DISCIPLINARY RULES OF PROFESSIONAL CONDUCT OF THE STATE OF TEXAS CLEARLY CONFLICTS WITH THIS CHAPTER. Consultation with City Attorney regarding National Prescription Opiate Litigation.

ITEM 8. OPEN SESSION.

Mayor white announced that the council would enter open session at 8:11 p.m. to consider the following items:

A. DISCUSSION AND/OR ACTION REGARDING ECONOMIC DEVELOPMENT NEGOTIATIONS WITH PROJECT AL.

Mayor Pro-Tem Sanchez made a motion to authorize the City Manager to offer incentives to Project Al as discussed in executive session. Councilmember Westmoreland seconded. The motion passed by a vote of 7-0.

B. DISCUSSION AND/OR ACTION REGARDING A CONTRACT WITH AEP REGARDING THE CITY'S WHOLESALE ELECTRIC POWER SUPPLY AND CUSTOMER SUPPLY OBLIGATION.

Councilmember Michelson made a motion to authorize the City Manager to sign a new agreement with AEP through 2028. Councilmember McGregor seconded. The motion passed by a vote of 7-0.

C. DISCUSSION AND/OR ACTION REGARDING NATIONAL PRESCRIPTION OPIATE LITIGATION.

No action taken.

ITEM 9. COUNCIL ACTION REGARDING THE NOVEMBER 5, 2019 GENERAL ELECTION. DISCUSSION AND/OR ACTION TO CONSIDER RESOLUTION 2019-33 CANVASSING THE GENERAL ELECTION HELD ON NOVEMBER 5, 2019 FOR THE ELECTION OF COUNCILMEMBER DISTRICT 1, COUNCILMEMBER DISTRICT 2, AND TWO COUNCILMEMBERS AT-LARGE.

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Councilmember Castillo read election results for District 1.

Councilmember Michelson read election results for District 2.

Councilmember McGregor read election results for At-Large.

Mayor White read the final election results for each candidate.

Mayor Pro-Tem Sanchez made a motion to approve Resolution 2019-33, as presented. Councilmember McGregor seconded. The motion passed by a vote of 7-0

The newly elected Councilmembers are as follows:

- Councilmember District 1 – Juan Mendoza
- Councilmember District 2 – Derrick David Ray Bryant
- Councilmember At-Large – Angie Gonzales-Sanchez
- Councilmember At-Large – Brad Westmoreland

ITEM 9-B. ADMINISTER OATH OF OFFICE TO NEWLY ELECTED COUNCILMEMBERS.

Judge Anita DeLeon administered the Oath of Office to Juan Mendoza as Councilmember District 1.

Judge Barbara Molina administered the Oath of Office to Derrick David Ray Bryant as Councilmember District 2.

Judge Barbara Molina administered the Oath of Office to Angie Gonzales-Sanchez as Councilmember At-Large.

Judge Chris Schneider administered the Oath of Office to Bradford Westmoreland as Councilmember At-Large.

Derrick David Ray Bryant took a seat at the Council dias as newly elected Councilmember District 2.

Mayor White presented a token of appreciation to outgoing Councilmember John Castillo and the Council thanked him for his service to the community and wished him well in his future endeavors.

ITEM 10. ADJOURNMENT.

Councilmember Mendoza made a motion to adjourn the meeting. Mayor Pro-Tem Sanchez seconded. The motion passed by a vote of 7-0. The meeting was adjourned at 8:30 p.m.

PASSED and APPROVED this the 3rd day of December 2019.

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: December 3, 2019

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:

- | | | | |
|--|--|---------------------------------------|---|
| <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:

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 November 13th to consider their 35th semi-annual report since impact fees were originally adopted on January 15, 2002. The current total balance of all impact fee accounts is \$1,924,632. Total impact fee revenue during this six-month period was \$121,109, and a total of \$48,426 was spent on an eligible water project during this period. The attached status report from the Committee is only for the six-month period from April 1, to October 1, 2019. The update to the impact fee capital improvement plans that was adopted on April 4, 2017, eliminated projects that had been accomplished and shows only projects that were not yet funded, so the tracking of revenue and expenditures effectively started over at zero. The fund balances carried over, of course, and the attached exhibits are based on the newly adopted CIP's.

FISCAL NOTE (if applicable):

Impact fees, 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) April 2019 status report, including attached table and graphs. 2) Project maps and lists from adopted water, wastewater, and road impact fee capital improvement plans.

Department Head initials:

DG

City Manager's Review:

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IMPACT FEE REPORT
To Lockhart City Council –November 2019

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.

The Committee's previous report to the Council was submitted and accepted last May. This is the 35th status report since the impact fee ordinance was originally adopted on January 15, 2002, and is for the period from April 1, 2018, to October 1, 2019. It is the fifth 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

As shown in **Exhibit A**, a total of \$121,109 was collected during the period covered by this report. Revenue during the six-month period was from 19 new houses, three duplexes, the new fire station, and one commercial building addition. Expenses totaling \$48,426 were for engineering design and construction of a new 12-inch water main along FM 1322 to the Summerside Addition. The water, wastewater, and road impact fee account balances for the previous semi-annual report, as well as the current balances as of October 1, 2019, 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 \$314,568, which does not include payments to impact fee update consultants, so that leaves \$28,841,201 to still be spent. The total balance available remaining collectively in the three impact fee accounts that can be used toward meeting that goal, is currently \$1,924,632.

PROGRESS AND TRENDS

The pie charts in **Exhibit B** graphically summarize the progress in collecting the fees needed to pay for one-half of the estimated cost of all projects in each of the impact fee categories. The bar graph in **Exhibit C** 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 since then 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 has trended considerably lower for the April 1 and October 1, 2019, reporting periods.

Construction trends can typically be cyclical, where periods of accelerated growth help offset slow years. It is important to build a healthy balance in all of the accounts because there is interest in development along SH 130 where the City does not currently have adequate infrastructure, but where many of the needed projects are already listed in the impact fee CIP's. For example, the proposed water and wastewater system improvements and an upgrade of City Line Road in the west part of the city are urgent projects for accommodating growth in that area in addition to large developable tracts along Silent Valley Road. There are currently several major projects being planned for various locations throughout the city, and which could potentially provide a significant boost to impact fee revenues.

Following a public hearing, the updated land use assumptions, the road, water, and wastewater capital improvement plans, and new rates to be charged were adopted by reference with Ordinance 2017-08 on April 4, 2017. However, the Council also included an amendment to Section 31-19 "Exceptions", with a further clarification added by Ordinance 2017-09B approved on April 18, delaying implementation of the new fees, which are all higher than the previous fees. The final wording of Section 31-19(b) had the affect of continuing the old collection rates until October 1, 2017, for all building permits, and until October 1, 2019, for building permits submitted for lots shown on a subdivision plat approved prior to October 1, 2017. Therefore, since October 1st this year, all building permits are now subject to the new rates.

RECOMMENDATION

The Committee met on November 13, 2019, and unanimously voted to forward this semi-annual report to the City Council for the period ending on October 1st, 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

FALL 2019 IMPACT FEE ACCOUNT BALANCES¹

	<u>APRIL 1, 2019</u>	+	Revenue ²	-	Expense ³	=	<u>OCTOBER 1, 2019</u>
Water	\$580,734		\$41,320		\$48,426		\$573,628
Wastewater	\$586,583		\$38,010		0		\$624,593
Roads (Service Area 1)	\$613,538		\$23,040		0		\$636,578
Roads (Service Area 2)	\$71,094		\$18,739		0		\$89,833
TOTAL	\$1,851,949		\$121,109		\$48,426		\$1,924,632

1. All amounts have been rounded to the nearest dollar.
2. Revenue amounts include accrued interest.
3. Water project expense is for engineering design and construction of a 12-inch water main along FM 1322 (W-5) to Summerside Subdivision.

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:	\$314,568
Remaining amount of 1/2 estimated cost not yet spent:	\$28,841,201
Current balance on October 1, 2019:	\$1,924,632

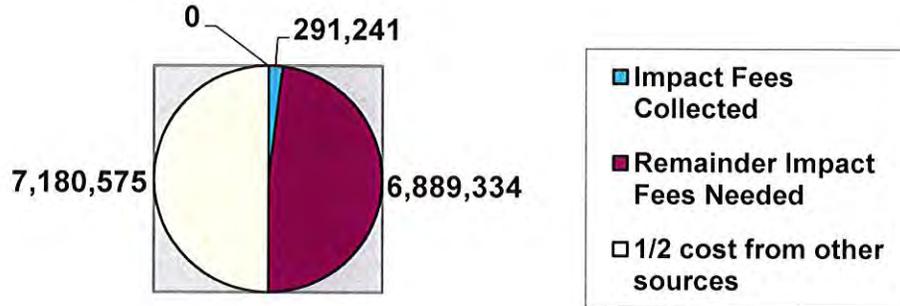
NOTE: The CIP cost information is the total for the capital improvements plans adopted by Ordinance 2017-08 on April 4, 2017, with all amounts rounded to the nearest dollar.

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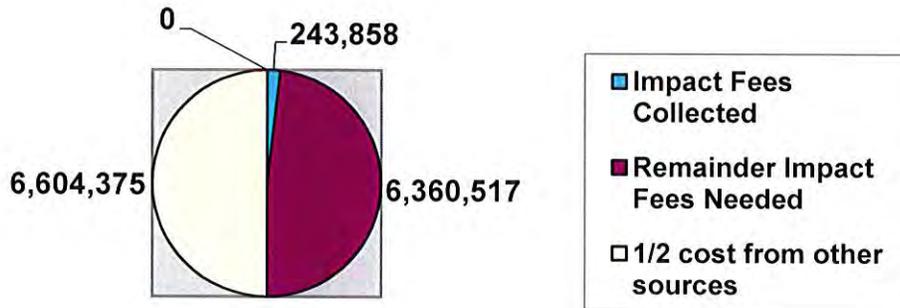
EXHIBIT B

OCTOBER 2019 IMPACT FEE PROGRESS SUMMARY

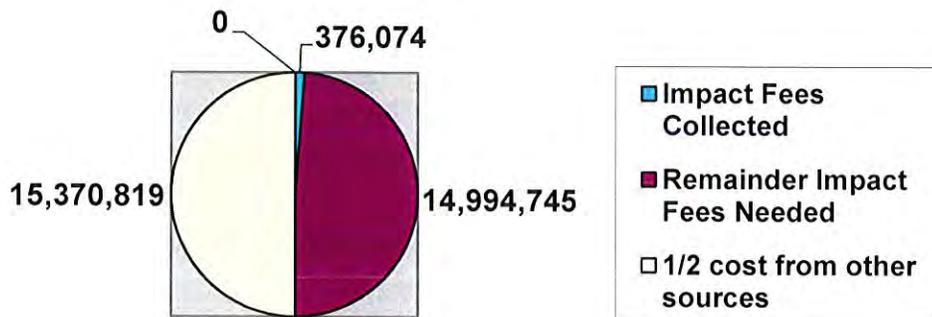
WATER IMPACT FEES



WASTEWATER IMPACT FEES

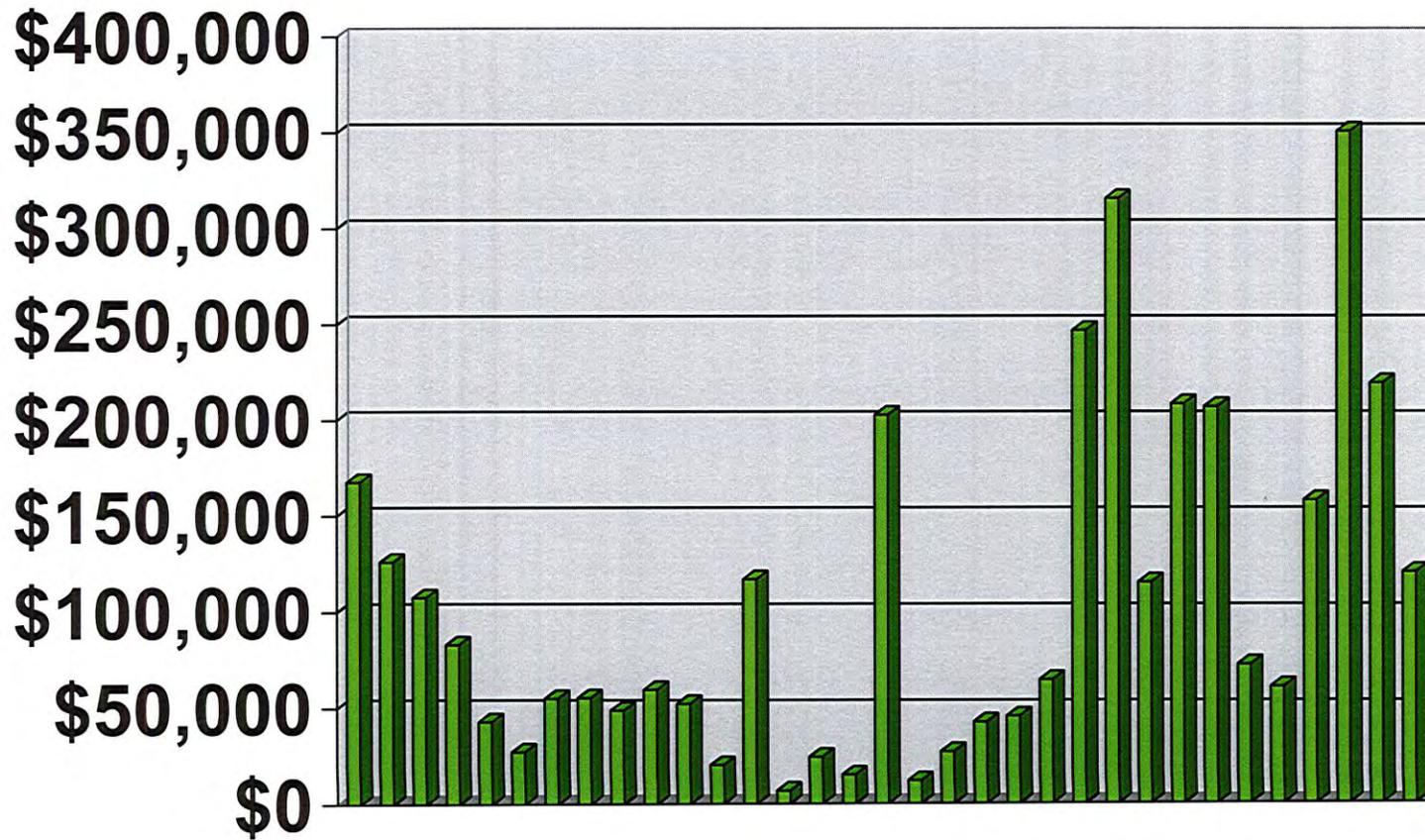


ROAD IMPACT FEES Service Areas 1 and 2



Impact Fees Collected is the total accrued as of April 1, 2019, since the adoption of Ordinance 2017-08 on April 4, 2017.

EXHIBIT C
IMPACT FEE SEMI-ANNUAL REVENUE
July 2003 - October 2019



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WATER SYSTEM CAPITAL IMPROVEMENTS PLAN

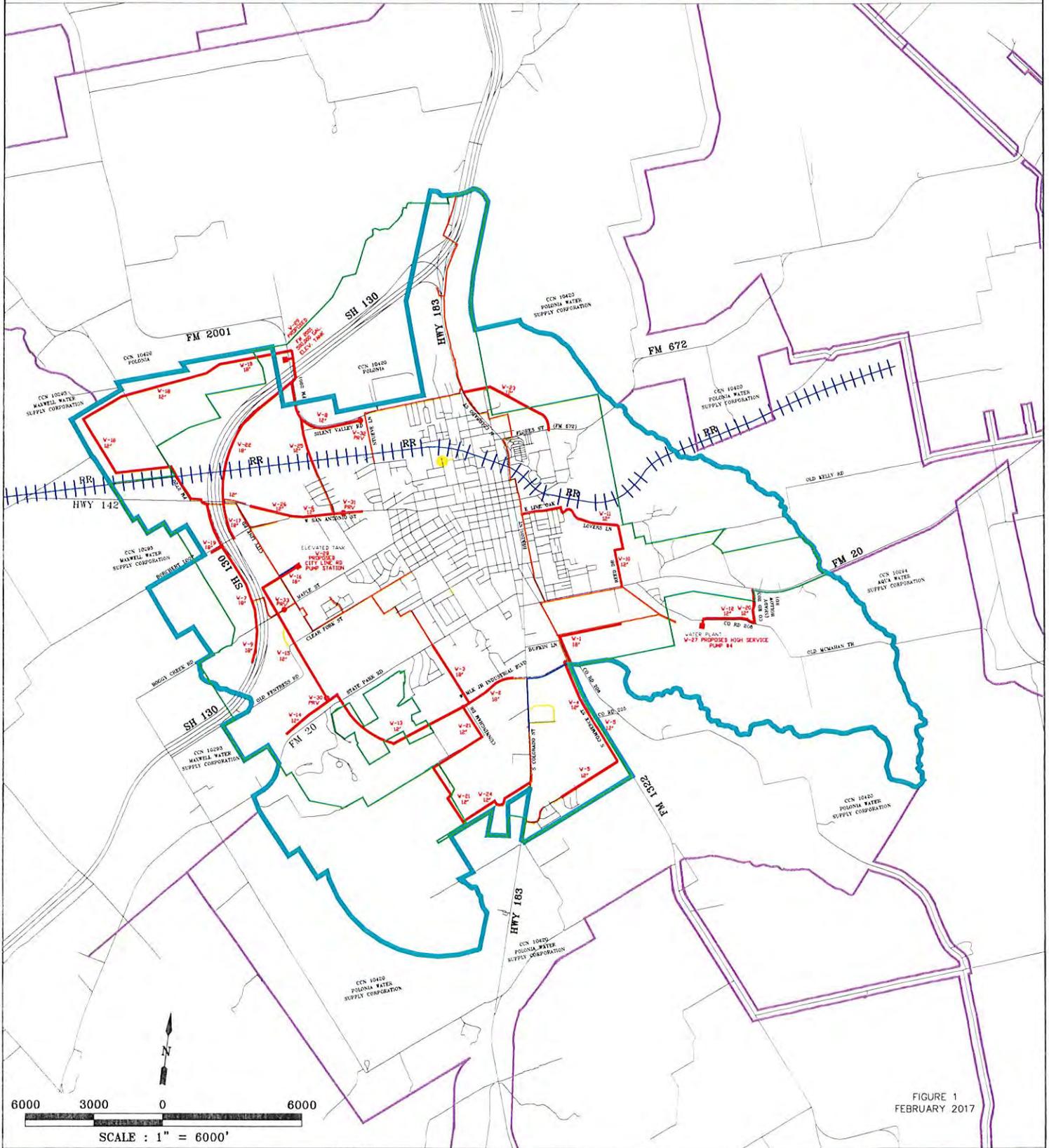


FIGURE 1
FEBRUARY 2017

- | | | |
|---|---|--|
|  EXISTING RAIL ROAD |  EXISTING WATER LINE 18" |  CITY LIMITS |
|  WATER CCN LIMITS OF WSC WITH CITY OF LOCKHART SERVICE AREA |  EXISTING WATER LINE 10" |  WATER SERVICE AREA (CCN) |
| |  EXISTING WATER LINE 12" |  PROPOSED IMPROVEMENTS |



Table 4 - Proposed Water System Improvements

Name	Quantity	Description	Unit Price ⁽¹⁾	Cost
W-1	2,850 Feet	18" Pipe toward WTP from FM 1322	\$110	\$313,500
W-2	2,610 Feet	18" Pipe along MLK Industrial Blvd.	\$110	\$287,100
W-3	3,195 Feet	18" Pipe Cunningham Dr. to FM 20	\$110	\$351,450
W-4	4,650 Feet	12" Pipe along FM 1322 - CR 205 to Bufkin Ln.	\$90	\$418,500
W-5	5,170 Feet	12" Pipe along FM 1322 - CR 205 to Summerside	\$90	\$465,300
W-6	5,370 Feet	12" Pipe along San Antonio St. from Borchert Loop East	\$90	\$483,300
W-7	3,000 Feet	12" Pipe west of SH 130 from north of Maple St. to Borchert St.	\$90	\$270,000
W-8	4,290 Feet	12" Pipe along FM 2001 - Stueve Ln. to SH 130	\$90	\$386,100
W-9	3,000 Feet	12" Pipe West of SH 130 at Maple St. north and south	\$90	\$270,000
W-10	3,225 Feet	12" Pipe along Reed Dr. from FM 20 to Lovers Ln.	\$90	\$290,250
W-11	5,015 Feet	12" Pipe along Lovers Ln. and Live Oak from Brazos St. to Reed Dr.	\$90	\$451,350
W-12	3,590 Feet	12" Pipe along Old McMahan Rd.	\$90	\$323,100
W-13	6,365 Feet	12" Pipe Cross Country - Cunningham Dr. to FM 20	\$90	\$572,850
W-14	2,500 Feet	12" Pipe along FM 20 West	\$90	\$225,000
W-15	6,150 Feet	12" Pipe Cross Country FM 20 to SH 130	\$90	\$553,500
W-16	1,350 Feet	18" Pipe by Maple St. to Pump Station	\$110	\$148,500
W-17	1,800 Feet	18" Pipe east side SH 130 from W. San Antonio St. to Borchert St.	\$110	\$198,000
W-18	17,500 Feet	12" Pipe cross country north to Rail Road to limits with Maxwell & Polonia WSC	\$90	\$1,575,000
W-19	2,000 Feet	18" Pipe West of SH 130 from Borchert St. to San Antonio St.	\$110	\$220,000
W-20	1,550 Feet	12" Pipe along CR 203 from FM 20 to CR 208	\$90	\$139,500
W-21	7,650 Feet	12" Pipe from Cunningham Dr. to southwest corner of Airport	\$90	\$688,500
W-22	6,900 Feet	18" Pipe along SH 130 - San Antonio to FM 2001	\$110	\$759,000
W-23	4,615 Feet	12" Pipe cross country Hwy 183 to FM 672	\$90	\$415,350
W-24	3,450 Feet	12" Pipe around south end of Airport	\$90	\$310,500
W-25	2,900 Feet	12" Pipe south of FM 2001 to south of RR	\$90	\$261,000
W-26	2,650 Feet	12" Pipe along San Antonio west of Borchert Loop	\$90	\$238,500
W-27	1 Each	WTP High Service Pump	\$300,000	\$300,000
W-28	1 Each	City Line Rd. Pump Station	\$470,000	\$470,000
W-29	1 Each	FM 2001 0.2 MG Elevated Tank	\$1,700,000	\$1,700,000
W-30	1 Each	Pressure Reducing Valve	\$19,000	\$19,000
W-31	1 Each	Pressure Reducing Valve	\$19,000	\$19,000

Name	Quantity	Description	Unit Price ⁽¹⁾	Cost
W-32	1 Each	Pressure Reducing Valve	\$19,000	\$19,000
W-33	1 Each	Pressure Reducing Valve	\$19,000	\$19,000
W-34	1 Each	Well	\$1,200,000	\$1,200,000
TOTAL				\$14,361,150

⁽¹⁾Unit prices are today's prices include engineering and surveying.

2.13 Present Wastewater Flows

The Lockhart collection and treatment system currently collects and treats essentially all of the domestic wastewater generated by the citizens of Lockhart. The wastewater collection system serves approximately 4,710 residential and commercial customers. A review of the wastewater flow records shown in **Table 5 – Historical Wastewater Usage**, indicates the average amount of wastewater flow received at the treatment plants is 92 gallons per capita per day and the peak flow is 447 gallons per capita per day.

Table 5 - Historical Wastewater Usage Data

Month	Year	Average Daily Flow (MGD)	Maximum Daily Flow (MGD)
September	2011	1.20	1.59
October	2011	1.17	1.47
November	2011	1.18	1.49
December	2011	1.48	2.29
January	2012	1.41	3.55
February	2012	1.40	3.53
March	2012	1.49	3.42
April	2012	1.43	1.90
May	2012	1.46	3.14
June	2012	1.23	1.45
July	2012	1.14	1.35
August	2012	1.15	1.39
Average	2012	1.31	
Maximum	2012		3.55
Date	2012		

Month	Year	Average Daily Flow (MGD)	Maximum Daily Flow (MGD)
September	2012	1.19	2.14
October	2012	1.09	1.57
November	2012	1.03	1.36
December	2012	1.00	1.24
January	2013	1.09	2.26
February	2013	0.78	1.23
March	2013	1.00	1.31
April	2013	1.11	2.16
May	2013	1.09	1.46
June	2013	1.14	1.35
July	2013	1.19	1.42
August	2013	1.08	1.36
Average	2013	1.07	
Maximum	2013		2.26
Date	2013		

2.19 Cost Estimates

Cost estimates for all the proposed wastewater system improvements based on today's cost including construction and engineering are shown in **Table 7 – Proposed Wastewater System Improvements**.

Table 7 - Proposed Wastewater System Improvements

Name	Quantity	Description	Unit Price ⁽¹⁾	Cost
S-1	2,650 Feet	12" Pipe from FM 20 to Lovers Ln.	\$110	\$291,500
S-2	5,650 Feet	12" Pipe along Cunningham Dr.	\$110	\$621,500
S-3	4,575 Feet	12" Pipe from Old McMahan West to FM 1322	\$110	\$503,250
S-4	5,270 Feet	12" Pipe from Hwy 183 East to FM 1322	\$110	\$579,700
S-5	4,085 Feet	18" Pipe from Cunningham Dr. to Lockhart State Park	\$110	\$449,350
S-6	9,900 Feet	15" Pipe along SH 130 and San Antonio St.	\$110	\$1,089,000
S-7	2,300 Feet	12" Pipe along UP RR from Tank St. to Stueve Ln.	\$110	\$253,000
S-8	3,800 Feet	12" Pipe along FM 2001 to SH 130	\$110	\$418,000
S-9	2,900 Feet	12" Pipe along UP RR from Stueve west	\$110	\$319,000
S-10	4,600 Feet	12" Pipe along UP RR to SH 130	\$110	\$506,000
S-11	1,500 Feet	12" Pipe along south side of UP RR	\$110	\$165,000
S-12	3,450 Feet	12" Pipe parallel to Hwy 183 to SH 130	\$110	\$379,500
S-13	2,900 Feet	12" Pipe from east of HWY 183 to SH 130	\$110	\$319,000
S-14	2,300 Feet	12" Pipe along SH 130 Northeast from UP RR	\$110	\$253,000
S-15	6,630 Feet	10" Pipe from FM 20 LS to Old McMahan Rd. LS	\$110	\$729,300
S-16	1,135 Feet	12" Pipe from Plum Crk. LS North parallel to Hwy 183	\$110	\$124,850
S-17	1,500 Feet	12" Pipe along Lovers Ln.	\$110	\$165,000
S-18	4,000 Feet	12" Pipe along Pecan Branch West from Lift Station	\$110	\$440,000
S-19	1,500 Feet	12" Pipe across RR at Windridge lift station	\$110	\$165,000
S-20	9,640 Feet	18" Pipe along Clear Fork Crk. From State Park to CR 218	\$120	\$1,156,800
S-21	2,400 Feet	12" Pipe along SH 130 west from Hwy 183	\$110	\$264,000
S-22	3,200 Feet	12" Pipe parallel to Hwy 183 South from Plum Creek Lift Station	\$110	\$352,000
S-23	4,000 Feet	12" Pipe along SH 130 Northeast from FM 2001	\$110	\$440,000
S-24	4,400 Feet	12" Pipe from SH 130 to UP RR and along FM 2720	\$110	\$484,000
S-25	2,600 Feet	12" Pipe south to old Fentress Rd.	\$110	\$286,000
S-26	3,600 Feet	12" Pipe along State Park Rd.	\$110	\$396,000
S-27	2,700 Feet	12" Pipe west of FM 2720	\$110	\$297,000
S-28	3,000 Feet	12" Pipe northeast of SH 130 and south of FM 2001	\$110	\$330,000
S-29	1 Each	F.M. 20 East Lift Station	\$300,000	\$300,000
S-30	1 Each	Boggy Creek Lift Station	\$300,000	\$300,000

Name	Quantity	Description	Unit Price ⁽¹⁾	Cost
S-31	1 Each	Plum Creek Lift Station	\$400,000	\$400,000
S-32	1 Each	Pecan Branch Lift Station	\$300,000	\$300,000
S-33	1,200 Feet	12" Pipe east of SH 130 RR to San Antonio	\$110	\$132,000
TOTAL				\$13,208,750

⁽¹⁾Unit prices are today's prices including engineering and surveying.

3.0 Calculation of Fee

3.1 Unit Usage Statistics

Design standards (unit usage statistics) for the water and sewer systems have been developed by TRC Engineers, Inc. Those standards are shown in **Table 8 – Capacity Demand for Each New Water LUE** and **Table 9 – Capacity Demand for Each New Water LUE**.

3.2 Conversion Table

Section 395.014(a)(4) of the Impact Fee Act requires:

...an equivalency or conversion table establishing the ratio of a service unit to various types of land used, including residential, commercial, and industrial....

Water meter size (expressed in the common units of LUE's) was determined to be the most appropriate measure for calculating the fees due from any individual customer. Water meter size was selected as the unit determinant for fee collection for the following reasons:

- It allows the use of an American Water Works Association (AWWA) published standard.
- This standard includes both safe continuous flow and safe maximum flow which will thereby accommodate all requests for service.
- These standards are those used by building owners, professional engineers and architects, and City staff for sizing meters and plumbing fixtures.
- Meters are a physical element which can be maintained and controlled by the City, thus allowing the monitoring of the accuracy of meter sizing. The City can require any necessary replacement of meters which can be shown to have been sized too small for a development and collect additional impact fees required by the change in meters.
- Particularly in the larger meter sizes, the builder may have to pay for more capacity than needed for the development, thus resulting in a potential payment above actual

PROJECTED CONDITIONS ANALYSIS

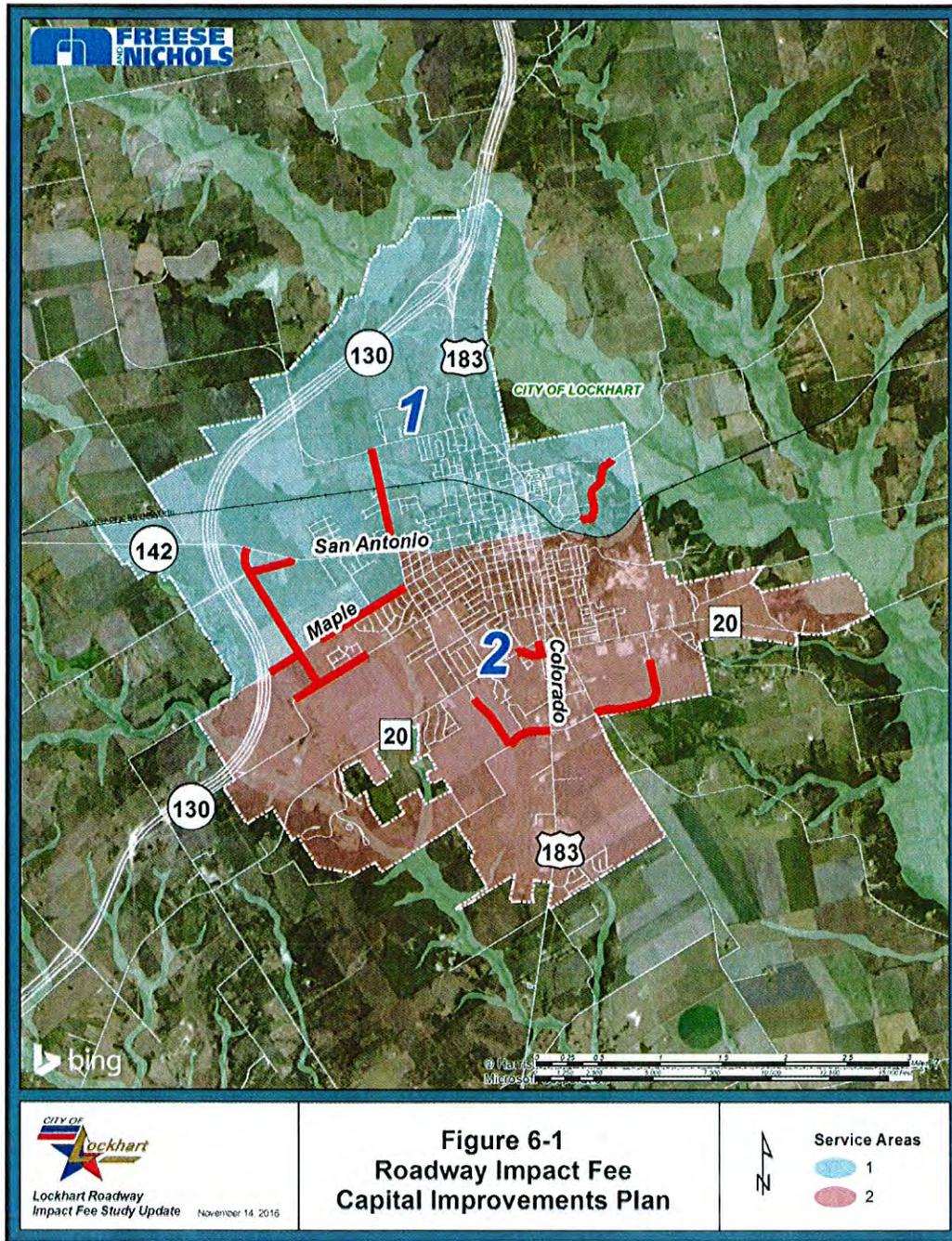


Figure 6-1: Roadway Impact Fee Projects

PROJECTED CONDITIONS ANALYSIS

Table 6-2: Roadway Impact Fee Project Listing

Lockhart Roadway Impact Fee Study Update Roadway Capital Improvements Plan

Serv Area	Roadway	From	To	Length (mi)	No. of Lanes	Type	Pct. in Serv. Area	Total Project Cost
1	Stueve Lane	W. San Antonio	FM 2001 (Silent Valley)	0.85	2	UC	100%	\$3,477,112
1	Market	Carver	FM 672 (Flores)	0.63	2	UC	100%	\$2,321,832
1	Borchert	City Line	W. San Antonio	0.37	2	UC	100%	\$1,358,658
1/2	Maple	San Jacinto	1000' East of City Line	0.81	4	UC	50%	\$1,692,916
1/2	Maple	City Line	SH 130	0.28	3	SC	50%	\$524,780
1	<u>City Line</u>	<u>Maple</u>	<u>W. San Antonio</u>	<u>0.98</u>	<u>5</u>	<u>SA</u>	<u>100%</u>	<u>\$5,133,614</u>
Sub-total SA 1				3.93				\$14,508,912
2	Clear Fork	1150' W. of City Line	City Line	0.22	2	UC	100%	\$811,385
2	Clear Fork	City Line	250' W. of Creek Bridge	0.55	2	UC	100%	\$2,001,309
2/1	Maple	San Jacinto	1000' East of City Line	0.81	4	UC	50%	\$1,692,916
2/1	Maple	City Line	SH 130	0.28	3	SC	50%	\$524,780
2	McMillen	Ex. McMillen End	MLK Jr Industrial	0.60	2	UC	100%	\$2,592,918
2	Main	State Park	Blackjack	0.11	3	SC	100%	\$413,551
2	FM 20 Realignment	W. of Guadalupe	Colorado	0.41	2	UA	100%	\$1,843,565
2	MLK Jr Industrial	McMillen Ext.	Colorado	0.36	4	UA	100%	\$1,432,306
2	MLK Jr Industrial Ext.	Commerce	E MLK Jr Industrial	0.82	2	UA	100%	\$3,387,359
2	<u>City Line</u>	<u>Clear Fork</u>	<u>Maple</u>	<u>0.29</u>	<u>5</u>	<u>SA</u>	<u>100%</u>	<u>\$1,532,636</u>
Sub-total SA 2				4.46				\$16,232,725
				8.39				\$30,741,637

Totals:	Engineering Cost	\$1,585,752
	Right-of-Way Cost	\$958,711
	Construction Cost	\$22,653,600
	Finance Cost	\$5,543,574
<hr/>		
	TOTAL NET COST	\$30,741,637
	Future Impact Fee Update Cost **	\$50,000
<hr/>		
	TOTAL IMPLEMENTATION COST	\$30,791,637

City of Lockhart, Texas

Council Agenda Item Briefing Data

COUNCIL MEETING DATE: December 3, 2019

AGENDA ITEM CAPTION: Discussion and/or action regarding one year renewal to the existing contract with Gene Bagwell, dba, Maintenance Management of San Marcos, Texas for cemetery maintenance mowing services in the West Section of the Lockhart Municipal Burial Park on North Colorado Street in the amount of \$52,930.80 and appointing the Mayor to sign the contractual document if approved.

ORIGINATING DEPARTMENT AND CONTACT: Public Works-Sean Kelley

ACTION REQUESTED:

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

BACKGROUND/SUMMARY/DISCUSSION: The existing contract was awarded in 2009. Mr. Bagwell has maintained this cemetery for the past 15 years and has done a commendable job, especially in the areas of customer service. This company has multiple cemetery mowing maintenance contracts including the City of San Marcos, City of Austin and the State Veteran's Land Board. This contract does have cost adjustments to the base bid price based on the annual June Consumer Price Index, with a maximum increase or decrease amount of 3%. The City can cancel the proposed contract with a 30-day written notice to the contractor as written in Section 12 of the existing contract. General liability and workers compensation insurances that cover the City of Lockhart are requirements of this contract.

PROJECT SCHEDULE (if applicable): Jan. 1, 2020 through Dec. 31, 2020

AMOUNT & SOURCE OF FUNDING: (to be completed by Finance)

Funds Required: \$52,930.80

Account Number: 100-5632-208 -Cemetery – Grounds and Landscaping

Funds Available: \$52,930.80

Account Name: FY Budget 19-20

FISCAL NOTE (if applicable):

Previous Council Action:

COMMITTEE/BOARD/COMMISSION ACTION:

STAFF RECOMMENDATION/REQUESTED MOTION: Staff respectfully recommends approval of contract extension for one year from January 1, 2020 to December 31, 2020 with Gene Bagwell, dba, Maintenance Management under the provisions of the existing contract in the amount of \$52,930.80.

LIST OF SUPPORTING DOCUMENTS: Map of Contracted area, Renewal Contract, History, Existing Contract

Department Head initials:

City Manager's Review:



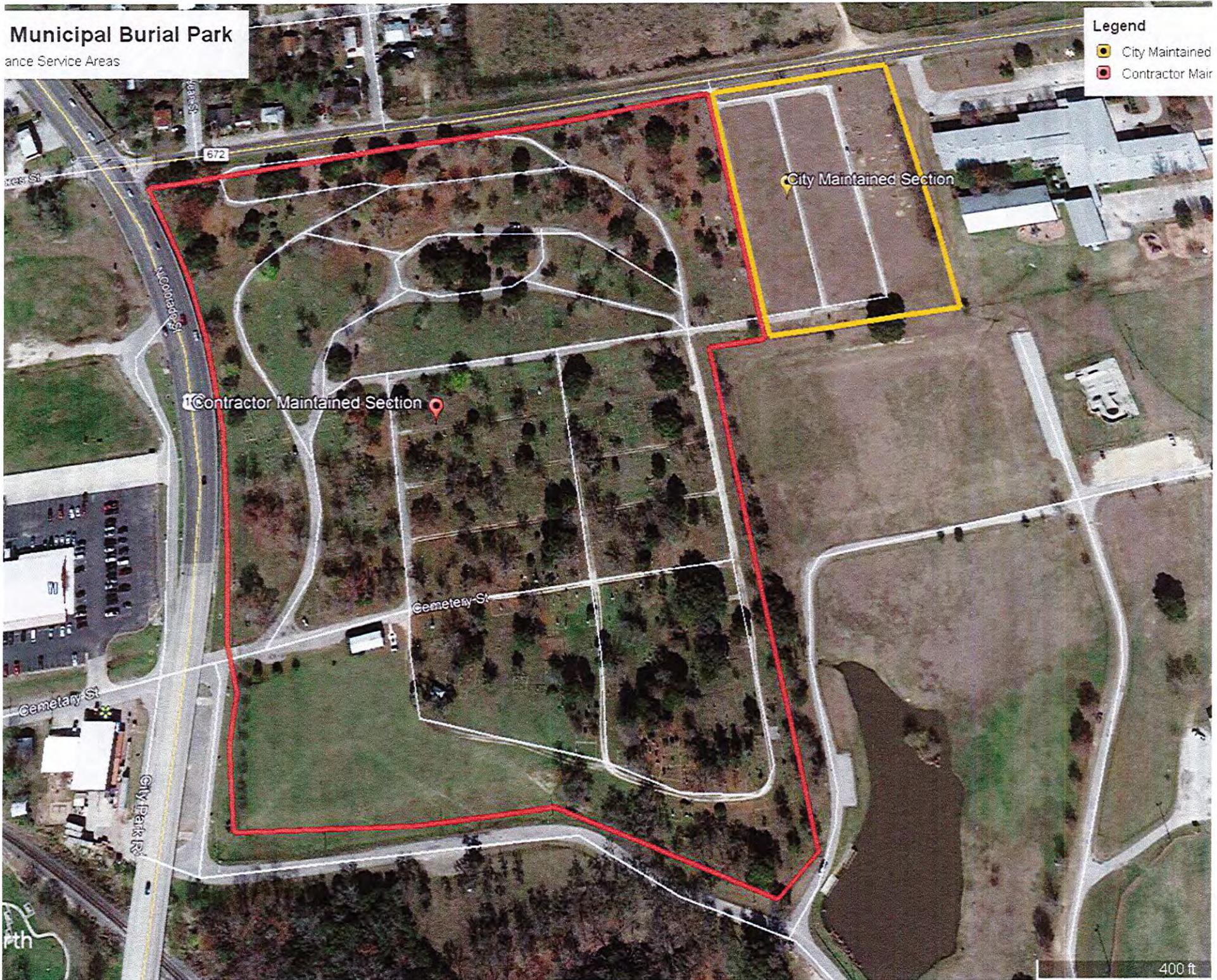
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Municipal Burial Park

Service Areas

Legend

- City Maintained
- Contractor Maint



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STATE OF TEXAS)
)
CALDWELL COUNTY) CITY OF LOCKHART

CONTRACT RENEWAL

**Mr. Gene Bagwell d/b/a Maintenance Management
625 Pioneer Trail
San Marcos, Texas 78666**

Re: Second Renewal of Lockhart Cemeteries Maintenance Contract Agreement

**Initial Term: January 1, 2010 through December 31, 2014
First Renewal Term: January 1, 2015 through December 31, 2019
Second Renewal Term: January 1, 2020 through December 31, 2020**

Date: November 12, 2019

The Cemeteries Maintenance Contract described above was awarded to you on November 10, 2009. We have determined that you have performed in accordance with the requirements of the Contract.

Therefore, the City is exercising its option to renew the Contract year to year effective from January 1, 2020 through December 31, 2020. This renewal period is governed by the specifications, pricing, terms and conditions set forth in the Cemeteries Maintenance Contract. Also, this Contract Renewal reflects the understanding of you and the City when the original Agreement was entered into, and rectifies the renewal language on page 8, section 1 of the Contract Agreement, that the first renewal term of the Lockhart Cemeteries Maintenance Contract Agreement is for five (5) additional years and thereafter year to year at the City's discretion.

The Contract amount price set forth in this Renewal will be in the amount of \$52,930.80. This Contract amount is subject to price adjustments at the beginning of the City's fiscal year (October 1) based on the "June" Consumer Price Index as published by the U.S. Department of Labor, Bureau of Labor Statistics. Any such adjustment may not increase more than 3% or decrease more than 3%. Proposed price adjustments must be presented to the City in writing at least 90 days prior to October 1, 2020.

Re: Second Renewal of Lockhart Cemeteries Maintenance Contract Agreement

Initial Term: January 1, 2010 through December 31, 2014

First Renewal Term: January 1, 2015 through December 31, 2019

Second Renewal Term: January 1, 2020 through December 31, 2020

I hereby acknowledge acceptance of this Contract Renewal, and I agree to be bound by all requirements, terms, and conditions as set forth in the Lockhart Cemeteries Maintenance Contract Agreement and this Contract Renewal.

CONTRACTOR

Mr. Gene Bagwell d/b/a Maintenance Management

Date

CITY OF LOCKHART

Lew White, Mayor

Date

Attest:

Connie Constancio, TRMC, City Secretary

Date

Cons - File

HISTORY

STATE OF TEXAS)
)
CALDWELL COUNTY)

CITY OF LOCKHART

AGREEMENT RENEWAL

Mr. Gene Bagwell d/b/a Maintenance Management
625 Pioneer Trail
San Marcos, Texas 78666

Re: Lockhart Cemeteries Maintenance Agreement
Initial Term: January 1, 2010 through December 31, 2014
First Renewal Term: January 1, 2015 through December 31, 2019

Date: December 17, 2014

Dear Mr. Bagwell,

The Cemeteries Maintenance Agreement described above was awarded to you on November 10, 2009. I have determined that you have performed in accordance with the requirements of the Agreement. The Lockhart City Council has voted in open meeting to approve the renewal of the Agreement in the amount of \$52,930.80 and has authorized me to sign and send this Renewal Notice to you, and to continue to oversee the performance of the Agreement.

Therefore, the City is exercising its option to renew the Agreement effective from January 1, 2015 through December 31, 2019. This renewal period is governed by the specifications, pricing, terms and conditions set forth in the Cemeteries Maintenance Agreement. Also, this Agreement Renewal reflects the understanding of you and the City when the original Agreement was entered into, and rectifies the renewal language on page 8, section 1 of the Agreement, that the first renewal term of the Lockhart Cemeteries Maintenance Agreement is for five (5) additional years and thereafter year to year at the City's discretion.

Please acknowledge your receipt and acceptance of the renewal of the Cemeteries Maintenance Agreement, including the rectification above, by signing and returning it to me in the enclosed envelope within five (5) business days. We are pleased to have your continued services.

Sincerely,



Vance Rodgers
Lockhart City Manager

HISTORY

Re: Lockhart Cemeteries Maintenance Agreement
Initial Term: January 1, 2010 through December 31, 2014
First Renewal Term: January 1, 2015 through December 31, 2019

I hereby acknowledge acceptance of this Agreement Renewal, and I agree to be bound by all requirements, terms, and conditions as set forth in the Lockhart Cemeteries Maintenance Agreement and this Agreement Renewal.

Gene Bagwell
Mr. Gene Bagwell d/b/a Maintenance Management

12-19-14
Date

HISTORY

1000-05-001

City C: folder
Gene Bagwell

CITY OF LOCKHART

REQUEST FOR PROPOSALS and CONTRACT

The City of Lockhart is soliciting proposals with a base bid for maintenance of portions of the City of Lockhart Memorial Burial Park.

The intent of this RFP is to establish an agreement with a qualified contractor with at least three (3) years of verifiable experience with references in providing general mowing and grass edging services for cemeteries.

Designate on the front, lower, left hand corner of your response envelope, the following:

Proposal Reference Number: Cemetery 10-07-09

Subject: Cemetery Maintenance Proposal

Deadline for Submittal of Proposal: Wednesday, October 7, 2009, at 2 pm

Proposal Packet Non-Refundable Deposit

A non-refundable deposit of \$ 100.00 will be required for each numbered Request of Proposals Packet.

Mandatory Pre-bid Meeting

There will be mandatory pre-bid meeting answer questions and clarify any issues regarding the request for proposals. Interested contractors must have obtained a proposal packet. Bids will not be accepted from contractors who do not attend this meeting.

Where: City Hall, 308 W. San Antonio, Lockhart, Texas 78644

When: Thursday, October 1, 2009, at 2 pm

HISTORY

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Payment for Compensation and Standard Contract Terms 8

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Equipment Listing Required 9

Financial Information..... 9

Supervisory Personnel Experience..... 10

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Attachment V, Contract Agreement..... 17

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HISTORY

INSTRUCTIONS TO PROPOSERS

1. PROPOSAL SUBMISSION ADDRESS AND DEADLINE

Completed proposals will be received in the Office of the City Secretary, City Hall, 308 W San Antonio Street, Lockhart, Texas 78644 or mailed to P O Box 239 until the proposal submission deadline on Wednesday, October 7, 2009, 2:00 pm, as stated on the cover page. Proposal responses received after the closing time and date will be returned to the sender unopened.

If you do not wish to respond at this time, but wish to remain on the proposers list for this service or commodity, please submit a "No Proposal" by the same time and date at the same location as stated for proposals. If you wish to be removed from the proposers list, or changed to a list for another service or commodity, please advise us in writing.

2. SIGNATURES

All proposal responses are required to be signed by an authorized representative of the proposing entity. See Authority to Quote section. Proposal responses received unsigned will not be considered.

3. ALTERING PROPOSALS

Proposals cannot be altered, amended or withdrawn by the proposer after the submission deadline. Any interlineations, alterations, or erasure made before this deadline, must be initialed by the signer of the proposal, guaranteeing authenticity.

4. PROPOSAL WITHDRAWAL OR REJECTION

The City reserves the right to withdraw the request for proposals for any reason or to reject any or all proposals or parts of all of any specific proposal or proposals. The City further reserves the right to accept part of all of any specific proposal or proposals.

5. LATE PROPOSALS

The City of Lockhart is not responsible for lateness of non-delivery of mail, carrier, etc. to the City, and the time and date recorded in the City Secretary's Office shall be the official time of receipt.

6. PRICES HELD FIRM

All prices quoted by the proposer will remain firm for a minimum of 90 days from the date of the opening unless otherwise specified by the City or the proposer.

HISTORY

7. IDENTICAL PROPOSALS

In the event of two or more identical proposals, the contract will be awarded as prescribed by Chapter 271, Subchapter Z, Section 271.901 of Vernon's Texas Codes Annotated.

8. DEVIATION FROM SPECIFICATIONS

Any deviations from specifications and alternate proposals must be clearly shown with complete information provided by the proposer. They may or may not be considered by the City.

9. WARRANTY

Guarantees and warranties (if applicable) should be attached as a part of the proposal as they may be a consideration in awarding the contract.

10. DURATION OF CONTRACT

The successful proposer will be awarded a contract effective January 1, 2010, for five (5) years. Negotiated contract prices must be firm for the entire contract period as specified. At the City's option, the contract may be renewed for up to (5) additional twelve (12) month periods and thereafter year to year at the City's discretion.

11. CONTRACT PRICE ADJUSTMENTS

The base cost of services under this contract may be subject to price adjustments (Not to exceed 3% for increases and decreases) at beginning of each City fiscal year (October 1) based on the "June" Consumer Price Index (CPI) as published by the U.S. Department of Labor, Bureau of Labor Statistics. Any such adjustments may not increase more than 3% or decrease more than 3%. Should funds for this contract at any time not be available for the City's forthcoming fiscal year, then the contract will terminate at the end of that current fiscal year with the City providing thirty (30) days written notice. The contractor may ninety (90) days before October of each year of the contract period request in writing a contract adjustment increase due to fuel cost increases. If such an increase is granted by the Council, the effective day would be October 1 of that year. The City may also adjust the contract due to lower fuel costs with the same notice requirements to the contractor.

12. TERMINATION OF CONTRACT

The City may terminate this agreement by giving the contractor thirty (30) days written notice. Upon delivery of such notice by the City to the Contractor, the Contractor shall discontinue all services in connection with the performance of **this agreement** and shall proceed to cancel promptly all existing orders and contracts insofar as such orders of contracts are chargeable to this agreement. As soon as practicable after receipt of notice of termination, the contractor shall submit a statement, showing in detail the services satisfactorily performed under this agreement to the date of termination. The City shall then pay the Contractor that portion of the prescribed charges.

HISTORY

13. ASSIGNMENT

The successful proposer's rights and duties awarded by the contract may not be assigned to another without written consent of the City signed by the City's authorized agent. Such consent shall not relieve the assigner of the liability in the event of default by the assignee.

14. PROPOSAL AMBIGUITY

Any ambiguity in the proposal as a result of omission, error, lack of clarity or non compliance by the proposer with specifications, instructions, and all conditions of proposing shall be construed in the favor of the City.

15. CHANGE ORDERS

No oral statement of any person shall modify or otherwise change, or affect the terms, conditions, or specifications stated in the resulting contract. All change orders to the contract will be made in writing and shall not be effective unless signed by an authorized of the City.

16. MODIFICATIONS AND AMENDMENTS

The City shall have the right to modify the specifications prior to the proposal submission deadline and will endeavor to notify all potential proposers that have received a copy of the proposal specifications, but failure to notify shall impose no obligation of liability on the City.

17. LIENS

The successful proposer agrees to and shall indemnify and save harmless the City against any and all liens and encumbrances for all labor, goods and services which may be provided under the City's request, by seller of seller's vendor(s) and if the City requests, a proper release of all liens or satisfactory evidence of freedom from liens shall be delivered to the City.

18. PATENT INDEMNITY

The successful proposer hereby warrants that the use or sale of the products and materials delivered hereunder will not infringe on the rights of any patent, copyright, or registered trademark, covering such materials and the successful proposer agrees to indemnify and hold harmless the City for any and all costs, expenses, judgments and damages which the City may have to pay or incur.

19. GRATUITIES/BRIBES

The City may, by written notice to the successful proposer, cancel this contract without liability to the proposer if it is determined by the City that gratuities or bribes in the form of entertainment, gifts, or

otherwise, were offered or given by the successful proposer, or its agent or representative to any City officer, employee or elected representative with respect to the performance of the contract. In addition,

HISTORY

the successful proposer may be subject to penalties stated in Title 8 of the Texas Penal Code.

20. RESPONSE FORM TO BE USED

The proposal quote must be submitted on the form provided.

21. PAYMENT

Payment to the successful proposer will be as after satisfactory completion of the services ordered by the City or scheduled in the specifications and receipt or the invoice or other billing instrument used by the successful proposer. The City is exempt from Federal Excise and State Sales Tax; therefore, tax will not be included in the negotiated fees. Negotiated fees shall include all charges and conditions.

22. MATERIAL SAFETY DATA SHEETS

Material Safety Data Sheets shall be provided to the City by the successful proposer for all materials and chemicals used.

23. REFERENCES

Each proposer is to provide a minimum of three (3) verifiable references in which the proposer has provided a similar service, particularly cemeteries maintenance. List references in Attachment I section of this document.

24. STANDARD FORM OF AGREEMENT

Each proposer may submit their contract for services for the City evaluation. At the City's option, the successful proposer's form may be used as submitted or edited to meet the needs of the City and successful proposer; the City may choose to use a standard form of agreement.

Clarification, questions, or conferences may be directed through the City Manager office (512-398-3461).

INSURANCE AND INDEMNITY

INSURANCE.

The successful proposer shall meet the minimum insurance requirements as defined in Attachment II.

NOTE: Each proposal must be accompanied by a City of Lockhart Insurance Requirement Affidavit completed by the proposer's insurance agent/broker(s). See Attachment III.

INDEMNITY

The successful proposer agrees to defend, indemnify, and hold the City and all of its officers, agents, employees, and elected officials whole and harmless against any and all claims for damages, costs, and expenses of persons or property that may arise out of, or be occasioned by, or from any negligent act, or omission of the successful proposer, or any agent, servant, or employee of the successful proposer in

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HISTORY

the execution of performance of this contractor, without regard to whether such persons are under the direction of City agents of employees.

EXPERIENCE PREFERRED FOR PROPOSALS

Preference will be given to contractors with a minimum of three (3) years of recent verifiable experience in cemeteries maintenance and operations prior to proposal closing date.

SPECIFICATIONS

SERVICES TO BE PROVIDED:

A. Pursuant to this Agreement, the Contractor agrees to provide general clean up, mowing, grass edging services a minimum of sixteen (16) times annually plus two (2) annual cleanups of the cemetery, tree and plant trimmings as needed. Removal of trees is not included. Mowing services shall be performed within seven (7) days before Mother's Day, Father's Day, Memorial Day, Veteran's Day, Christmas Day, and Easter Sunday unless approved by the City.

B. The Contractor shall provide all the labor, materials, superintendence, technical personnel, apparatus, machinery, insurance, equipment, supplies, incidentals, and services to maintain in superior condition all turf areas, approximately twenty-six (26) acres in scope including the road right of ways out side the fenced areas on US Hwy 183 and FM 672 for the length of the Cemetery property. These areas shall be maintained and mown to be neat in appearance and as otherwise described herein.

All turf areas indicated shall receive no less than the following:

1. MOWING HEIGHTS - The height shall be no less than three (3) inches for all general turf areas in cemeteries covered by these specifications and standards of the proposal. Mowing height may be no greater than three and one-half (3.5) inches. Mower adjustment must be made and measured on a flat, paved surface.

2. USE OF HERBICIDES - If the Contractor uses herbicides for trim work specified herein, the Contractor shall only use a herbicide containing a glyphosphate salt product equal to or better than "Round-Up" or "Kleen-Up."

3. EDGING OF SIDEWALKS AND OTHER PAVED AREAS - All sidewalk-turf edges shall be edged either with herbicides or machinery, to insure a clean appearance and shall be maintained level with the height of the surrounding turf. This standard also applies to all paved areas such as drives, walkways, and other hard-surfaced areas.

4. EDGING OF GRAVE HEADSTONES - All headstone areas are to be trimmed with either herbicides or trimmers to maintain the height of the surrounding turf.

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HISTORY

5. OTHER EDGING - All other turf edge areas such as shrub beds, tree bases, curbs, etc., shall be maintained with either herbicides or mechanical trimmers to be the required height. Fences are to be kept free of trees and brush as needed to prevent damage to the fences.

6. WEED REMOVAL - Weeds in gravel on gravesites shall be destroyed by the use of herbicides. Weed height shall not exceed three (3) inches.

7. BRUSH REMOVAL - Any brush cut by Contractor shall be piled up at a City designated site within the Cemetery until it can be removed by the City. Brush piles shall be removed entirely from the cemetery by the City.

8. GENERAL CLEANUP- Prior to the beginning of mowing, all sticks, branches, paper and debris shall be removed, containerized and placed at a City designated site within the Cemetery,

9. The Contractor is responsible for any and all damages done to headstones, curbing, fencing, trees, etc., caused by the operation of the equipment or personnel under the Contractor's employment.

10. The Contractor is responsible for reporting all vandalism or damage at the cemetery to the City.

PAYMENT OF COMPENSATION

The total annual consideration to be paid the Contractor shall be prorated and paid in equal monthly installments less five (5%) percent retainage each month during the term of the contract beginning January 1, 2010.. Each monthly installment shall be paid to the Contractor by the City on or about the 10th day of each month after receipt of the Contractor's invoice. The five percent (5%) retainage is to be held by the City in order to insure substantial compliance and completion of the contract by the Contractor. The accumulated retainage will be paid to the Contractor by the City in September of each year of the contract period upon the Contractor's satisfactory completion of the contractual terms to that date. In the event the City terminates the contract based upon violation of the agreement the Contractor; then the Contractor forfeits any and all of the amount retained.

STANDARD CONTRACTUAL TERMS TO BE INCLUDED IN THE CONTRACT AGREEMENT BETWEEN THE CONTRACTOR AND THE CITY OF LOCKHART

1. The successful proposer will be awarded a contract effective January 1, 2010, for five (5) years. At the City's option, the contract may be renewed for (5) additional twelve (12) month periods and thereafter year to year at the City's discretion.
2. The contract will be in effect year around.
3. The proposer may be an individual, partnership, or corporation. If the proposer is a corporation, the City reserves the right to require the principal officer or director of the corporation to personally guarantee the obligations of the proposer underneath the contract.
4. The contract will contain a "hold-harmless" agreement.

HISTORY

- 5. The Contractor will be required to maintain the premises in accordance with written standards established by the City within this document or as mutually amended from time to time.
- 6. Liability insurance must be obtained from a recognized, responsible insurance carrier in the policy amounts required and approved by the City of Lockhart.

AUTHORITY TO SUBMIT

PROPOSER/COMPANY NAME: Gene Bagwell dba Maintenance Management
 AUTHORIZED REPRESENTATIVE: Gene Bagwell
 SIGNED: Gene Bagwell
 TITLE: Owner
 ADDRESS: 625 Pioneer Trail
 CITY, STATE & ZIP: San Marcos, Tx 78666
 BUSINESS TELEPHONE: 512-396-4960 CELL PHONE 512-517-3542
 DATE: 10/6/09

EQUIPMENT

COMPLETE THE FOLLOWING LIST AND ATTACH TO THIS PROPOSAL OF CURRENTLY OWNED OR LEASED MOWING AND TRIMMING EQUIPMENT OPERATED BY YOUR COMPANY AND ANY NEW EQUIPMENT THAT WILL BE PURCHASED OR LEASED IF YOUR COMPANY SUBMITS THE SUCCESSFUL PROPOSAL

mower/tractor make/model cutting width type of mower

FINANCIAL INFORMATION

A. Are current quarterly financial statements available?

Yes or No
 Yes

B. Is a certified public audit available for the preceding fiscal year?

Yes or No
 No

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HISTORY

SUPERVISORY PERSONNEL

List the names and brief description of the cemetery maintenance and supervisory personnel of your company who will manage and supervise this contract.

#1 NAME: Gene Bagwell

EXPERIENCE: 25 yrs operations + maintenance of cemeteries and (below)

#2 NAME: Ruben Caudillo

EXPERIENCE: 20 years crew foreman - cemetery maintenance crew

#3 NAME: Robert Sanchez

EXPERIENCE: 15+ years Lead-hand cemetery maintenance crew

Continued:

#1 burial services. Turn-Key operational capabilities with uninterrupted service history with multiple municipalities and other governmental entities for 20+ years. Established long-term relationships with local & regional funeral homes. Ten years experience with Lockhart City Cemetery and its citizens. We have a deep resource pool of trained & experienced staff always available for back-up. I operate and/or maintain 220 cemeteries regionally and service more than 100 cemeteries in a 75-mile radius of Austin. I dedicate sufficient equipment and manpower to complete the maintenance cycle in Lockhart in ONE day in all but the rarest of occasions. I maintain a consistent line of communication between myself and Lockhart City staff and promote the same open communications between my staff and City workers.

HISTORY

ATTACHMENT I

REFERENCES

Each proposer is to provide a minimum of three (3) verifiable references in which the proposer has provided cemetery maintenance services.

#1 Company Name or Contracting Entity: City of San Marcos

Address: 630 East Hopkins, San Marcos Tx 78666

Contact Person: Rodney Cobb - Director of Parks & Recreation

Telephone: (512) 393-8400

Date of Service and Number of Years: ~1980 to the present

Amount of Contract: \$ ~ \$100,000/yr Acreage: ~ 45

#2 Company Name or Contracting Entity: City of Austin

Address: P.O. Box 1088 Austin Tx 78767

Contact Person: Joe Washington - contract administrator

Telephone: (512) 974-6759

Date of Service and Number of Years: 1990 to present

Amount of Contract: \$ ~ \$1,000,000/yr Acreage: ~ 200

#3 Company Name or Contracting Entity: State of Texas - Texas Veterans Land Board

Address: P.O. Box 12873 Austin Tx 78711-2873

Contact Person: Jack Slayton - Program Director

Telephone: (512) 463-5977

Date of Service and Number of Years: ~ 2005 to present

Amount of Contract: \$ ~ \$2,000,000/yr Acreage: ~ 300

HISTORY

ATTACHMENT II

INSURANCE

SECTION A. Prior to the approval of this contract by the City, CONTRACTOR shall furnish a completed Insurance Certificate to the City, which shall be **completed by an agent** authorized to bind the named underwriter(s) to the coverage, limits, and termination provisions shown thereon, and which shall furnish and contain all required information referenced or indicated thereon. CITY SHALL HAVE NO DUTY TO PAY OR PERFORM UNDER THIS CONTRACT UNTIL SUCH CERTIFICATE SHALL HAVE BEEN DELIVERED TO THE CITY, and no officer or employee of the City shall have authority to waive this requirement.

INSURANCE COVERAGE REQUIRED

SECTION B. CITY reserves the right to review the insurance requirements of this section during the effective period of the contract and to require adjustment of insurance coverage and their limits when deemed necessary and prudent by CITY based upon changes in statutory law, court decisions, or the claims history of the industry as well as the CONTRACTOR.

SECTION C. Subject to CONTRACTOR'S right to maintain reasonable deductibles in such amounts as are approved by CITY, CONTRACTOR shall obtain and maintain in full force and effect for the duration of this contract, and any extension hereof, at CONTRACTOR'S sole expense, insurance coverage written by companies approved by the State of Texas and acceptable to CITY, in the following type(s) and amount(s);

<u>TYPE</u>	<u>AMOUNT</u>
1. Worker's Compensation And Employers Liability	Statutory \$500,000/500,000/500,000
2. Commercial General (public) Liability insurance including coverage for the following:	
a. Premises operations	Combined single limit for bodily injury and property damage of \$500,000 per occurrence or its equivalent operations
b. Independent contractors	
c. Products/completed	
d. Personal injury	
e. Advertising injury	
f. Contractual liability	
g. Medical payments	
Comprehensive Automobile Liability insurance , including coverage for loading and unloading hazards, for:	Combined single limit for bodily injury and property damage of \$500,000 per occurrence or its equivalent.
a. Owned/leased vehicles	
b. Non-owned vehicles	
c. Hired vehicles	

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HISTORY

ADDITIONAL POLICY ENDORSEMENTS

CITY shall be entitled, upon request, and without expense, to receive copies of the policies and all endorsements thereto and may make any reasonable request for deletion, revision, or modification of particular policy terms, conditions, limitations, or exclusions (except where policy provisions are established by law or regulation binding upon either of the parties hereto or the underwriter of any of such policies). Upon such request by CITY, CONTRACTOR shall exercise reasonable efforts to accomplish such changes in policy coverage, and shall pay the cost thereof.

REQUIRED PROVISIONS

CONTRACTOR agrees that with respect to the **above required insurance**, all insurance contracts and certificate(s) of insurance will contain and state, in writing, on the certificate or its attachment, the following required provisions:

- a. Name the City of Lockhart and its officers, employees, and elected representatives as additional insured, (as the interest of each insured may appear) as to all applicable coverage;
- b. Provide for 30 days notice to CITY for cancellation, non-renewal, or material change;

Remove all language on the certificate of insurance indicating that the insurance company or agent/broker will endeavor to notify CITY but failure to do so shall impose no obligation or liability of any kind upon the company, its agents, or representatives.

- c. Provide for notice to CITY at the address shown below by registered mail

City of Lockhart- Attention: City Manager- P O Box 239- Lockhart, Texas 78644
City of Lockhart- Attention: City Secretary- P O Box 239- Lockhart, Texas 78644

- d. Provide for an endorsement that the "other insurance" clause shall not apply to the City of Lockhart;
- e. CONTRACTOR agrees to waive subrogation against the City of Lockhart its officers, employees, and elected representatives for injuries, including death, property damage, or any other loss to the extent same may be covered by the **proceeds of insurance**;
- f. Provide that all provisions of this agreement concerning liability, duty, and standard of care together with the indemnification provision, shall be underwritten by contractual liability coverage sufficient to include such Obligations within applicable policies;
- g. All copies of the Certificates of Insurance shall reference the project name or proposal number for which the insurance is being supplied.

NOTICES OF CHANGE

HISTORY

CONTRACTOR shall notify CITY in the event of any change in coverage and shall give such notices not less than 30 days prior to the change, which notice must be accompanied by a replacement CERTIFICATE OF INSURANCE.

All notices shall be given to CITY at the following two addresses:

City Manager
City of Lockhart
P O Box 239
Lockhart, TX 78644

City Secretary
City of Lockhart
P O Box 239
Lockhart, TX 78644

SECTION D. Approval, disapproval, or failure to act by CITY regarding any insurance supplied by CONTRACTOR shall not relieve CONTRACIOR of full responsibility or liability for damages and accidents as set forth in the contract documents. Neither shall the bankruptcy, insolvency, or denial of liability by the insurance company exonerate CONTRACTOR from liability.

HISTORY

ATTACHMENT III

CITY OF LOCKHART
INSURANCE REQUIREMENT AFFIDAVIT

To Be Completed By Appropriate Insurance Agent/Broker

I, the undersigned Agent/Broker, certify, that the insurance requirements contained in this proposal document have been reviewed by me with the below identified Contractor. If the below identified Contractor is awarded this contract by the City of Lockhart, I will be able to, within ten (10) days after being notified of such award, furnish a valid insurance certificate to the City meeting all of the requirements defined in this proposal.

Agent (Signature) Agent (Print) James H. Fite

Name of Agent/Broker: Insurance Agency of San Marcos

Address of Agent/Broker: 400 W. Hopkins / #204, San Marcos,

City/State/Zip: Texas, 78666

Agent/Broker Telephone #: 512 396-8290

Date: 10/6/09

CONTRACTORS' NAME Gene Bequell dba Maintenance Mgt
(Print or Type)

NOTE TO AGENT/BROKER

If this time requirement is not met, the City has the right to reject this proposal and award the contract to another. If you have any questions concerning these requirements, please contact the City Manager for the City of Lockhart at (512) 398-3461.

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HISTORY

ATTACHMENT IV

BASE BID

BID SHEET FOR CEMETERIES MAINTENANCE PROPOSAL

TOTAL BID PRICE:

The providing of general maintenance services to include all labor, materials, superintendence, technical personnel, machinery, apparatus, insurance, supplies, and other incidentals to provide general mowing maintenance services at least sixteen (16) times per year as herein described in the approved contractual period.

For an annual fee of \$ # 52,200 . 00
(numbers clearly written in dollars and cents)

For an annual rate of \$ fifty two thousand & two hundred Dollars and zero cents
(write in dollars and cents)

The base cost of services under this contract may be subject to price adjustments (increase or decrease) at the beginning of each City fiscal year (October 1) based on the "June" Employment Cost Index for the industry category as published by the U.S. Department of Labor, Bureau of Labor Statistics. Any proposed price adjustment must be presented to the City in writing at least 90 days prior to October 1 of each year. Should funds for this contract not be available for the City's next fiscal year, then the contract will terminate at the end of that current fiscal year with the City providing proper notice

Proposal Submitted by: Gene Bagwell dba Maintenance Management
Company Name

Representative: Gene Bagwell Gene Bagwell 12/6/09
Printed or Typed Name Signature Date

HISTORY

ATTACHMENT V

CONTRACT AGREEMENT FOR SELECTED PROPOSAL

CONTRACTOR

I, Gene Bagwell, an authorized representative of Maintenance Mgt
(PRINTED OR TYPED REPRESENTATIVE NAME) (PRINTED OR TYPED COMPANY NAME)

do hereby agree to all the terms as presented in this document.

Gene Bagwell
Signature of Authorized Representative

11/10/09
Date

The above person appeared before me in person on this the 10th day of NOVEMBER, 2009, and affixed his/her signature to this page of this document.

Julie Bowermon
Notary Signature



My commission expires on APRIL 26, 2011

Seal

CITY OF LOCKHART

[Signature]
Mayor James Bertram

4 Nov 2009
Date

Attest:

Connie Ortiz
Connie Ortiz, TRMC, City Secretary

11-4-2009
Date

HISTORY

Maintenance Management – Equipment List: Routine Service

2 Scag 61" Sabertooth Frontline Zero Turn Hydrostatic Commercial Lawnmowers

2 Scag 72" Sabertooth Frontline Zero Turn Hydrostatic Commercial Lawnmowers

6 Echo SRM 311 Commercial Weedeaters

4 Echo PB 400 Commercial Airblowers

3 Echo Commercial Chainsaws

3 Echo Commercial Hedgeclippers

2006 GMC 2500HD 4WD Crewcab Truck

22 ft. Commercial Utility Trailer

Assorted Handtools

Special Needs Equipment:

One-ton Flatbed Setting Truck w/ 7000lb. Monument Crane and Monument lifting accessories. Experienced monument setting staff(20+ years)

Cemetery related heavy equipment: Bobcat 331 Mini-excavators, Bobcat Skidsteer Loaders, Terex Heavy material Dumpers

Gene Bagwell 10/6/09

HISTORY

From: Vance Rodgers
Sent: Friday, October 02, 2009 10:19 AM
To: 'Gene Bagwell (bagwellg@asutin.rr.com)'; 'James Amaya (lawnservicebyjames@sbcglobal.net)'; 'Universal Landscape Services (universallandscapeservices@yahoo.com)'
Cc: Bernie Rangel
Subject: Addendum #1 to Cemetery Maintenance Request for Proposal

Importance: High
Gentlemen:

As discussed the following items are considered as **Addendum # 1**:

1. Page 7, Specifications (A) , the number of mowing cycles is change to 22-24 per year.

Page 7, Specifications (B), the following sentence is "added" to the paragraph:

Once the contractor starts a mowing cycle under contract, sufficient personnel and equipment must be utilized to complete the mowing cycle within three (3) workdays unless verifiable weather conditions prohibit.

2. Page 16, Base Bid, "For an annual rate of" is changed to "For an annual fee of"

(write in dollars and cents) is changed to "write in words the dollars and cents"

Should you have questions, please contact me.

Vance Rodgers
City Manager
(512) 398-3461, ext 224
Cell (512) 376-8149
Fax (512) 398-5103

The information transmitted in this message is intended only for the person or entity to which it is addressed and may contain confidential and/or privileged material. If the reader of this message is not the intended recipient, you are hereby notified that your access is unauthorized, and any review, dissemination, distribution or copying of this message including any attachments is strictly prohibited. If you are not the intended recipient, please contact the sender and delete the material from any computer.

From: Vance Rodgers
Sent: Monday, October 05, 2009 11:16 AM
To: 'James Amaya (lawnservicebyjames@sbcglobal.net)'; 'Universal Landscape Services (universallandscapeservices@yahoo.com)'; 'Gene Bagwell (bagwellg@austin.rr.com)'
Cc: Bernie Rangel
Subject: FW: Addendum #2 to Cemetery Maintenance Request for Proposal

HISTORY

Importance: High
 Gentlemen:

Addendum # 2:

Page 7, Under SERVICES TO BE PROVIDED. B. ... the term "approximately 26 acres in scope" is changed to "approximately 28 acres in scope". This includes the sloped area to the right when coming through the main gate down to the City Park entrance road **which was not included in the current contract by Maintenance Management.**

Page 8, Under STANDARD CONTRACTUAL TERMS TO BE INCLUDED IN THE CONTRACT AGREEMENT BETWEEN THE CONTRACTOR AND THE CITY OF LOCKHART, Section 1. **is hereby amended to read:** The successful proposer will be awarded a contract effective January 1, 2010, for five (5) years, or as negotiated. At the City's option, the contract may be renewed for five (5) additional twelve (12) month periods and thereafter year to year at the City's discretion.

Page 16, Under Total Bid price description, the term "maintenance services at least sixteen (16) times per year" **is hereby changed to** "maintenance services at least 22-24 times per year". I overlooked this in Addendum # 1.

Page 16, the term "The base cost of services may be subject to price adjustments" **is hereby changed to** "The base cost of services as negotiated in accordance with Section 10 DURATION OF CONTRACT may be subject to price adjustments".

Should you have questions, please contact me.

Thanks,

Vance Rodgers
 City Manager
 (512) 398-3461, ext 224
 Cell (512) 376-8149
 Fax (512) 398-5103

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From: Vance Rodgers
Sent: Friday, October 02, 2009 10:19 AM
To: 'Gene Bagwell (bagwellg@asutin.rr.com)'; 'James Amaya (lawnservicebyjames@sbcglobal.net)'; 'Universal Landscape Services (universallandscapeservices@yahoo.com)'
Cc: Bernie Rangel
Subject: Addendum #1 to Cemetery Maintenance Request for Proposal
Importance: High

Gentlemen:

As discussed the following items are considered as **Addendum # 1:**

1. Page 7, Specifications (A) , the number of mowing cycles is change to 22-24 per year.

Page 7, Specifications (B), the following sentence is "added" to the paragraph:
Once the contractor starts a mowing cycle under contract, sufficient personnel and equipment must be utilized to complete the mowing cycle within three (3) workdays unless verifiable weather conditions

prohibit.

2. Page 16, Base Bid, "For an annual rate of" is changed to "For an annual fee of"
(write in dollars and cents) is changed to "write in words the dollars and cents"

HISTORY

Should you have questions, please contact me.

Vance Rodgers
City Manager
(512) 398-3461, ext 224
Cell (512) 376-8149
Fax (512) 398-5103

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City of Lockhart, Texas

Council Agenda Item Briefing Data

COUNCIL MEETING DATE: December 3, 2019

AGENDA ITEM CAPTION: Discussion and/or action regarding Resolution 2019-34 of the City of Lockhart, Texas authorizing the filing of a grant application with the Capital Area Council of Governments (CAPCOG) for a regional solid waste grants program grant; authorizing the Mayor to act on behalf of the City of Lockhart, Texas in all matters related to the application; and pledging that if a grant is received the City of Lockhart will comply with the grant requirements of CAPCOG, the Texas Commission On Environmental Quality and the State of Texas.

ORIGINATING DEPARTMENT AND CONTACT: Administration, Julie Bowermon

ACTION REQUESTED:

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

BACKGROUND/SUMMARY/DISCUSSION:

The grant would provide funding to hold a city wide residential household hazardous waste (HHW) collection event in Spring 2021 for approximately \$22,000 (\$4,000 City Match + \$18,000 Grant Funding = \$22,000). It will be noted that the \$4,000 match for FY 20-21 is contingent upon the future City Budget of FY 20-21.

PROJECT SCHEDULE (if applicable): N/A

AMOUNT & SOURCE OF FUNDING: (to be completed by Finance)

Funds Required: \$ 4,000 Account Number: N/A
Funds Available: \$ FY 20-21 Budget Account Name: N/A

FISCAL NOTE (if applicable): The \$4,000 match is contingent upon the future City Budget of FY 20-21.

Previous Council Action: N/A

COMMITTEE/BOARD/COMMISSION ACTION: N/A

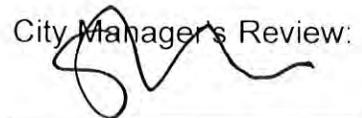
STAFF RECOMMENDATION/REQUESTED MOTION: Staff recommends approval of Resolution 2019-34.

LIST OF SUPPORTING DOCUMENTS: Proposed Resolution 2019-34.

Department Head initials:



City Managers Review:



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RESOLUTION 2019-34

RESOLUTION OF THE CITY OF LOCKHART, TEXAS AUTHORIZING THE FILING OF A GRANT APPLICATION WITH THE CAPITAL AREA COUNCIL OF GOVERNMENTS (CAPCOG) FOR A REGIONAL SOLID WASTE GRANTS PROGRAM GRANT; AUTHORIZING THE MAYOR TO ACT ON BEHALF OF THE CITY OF LOCKHART, TEXAS IN ALL MATTERS RELATED TO THE APPLICATION; AND PLEDGING THAT IF A GRANT IS RECEIVED THE CITY OF LOCKHART WILL COMPLY WITH THE GRANT REQUIREMENTS OF CAPCOG, THE TEXAS COMMISSION ON ENVIRONMENTAL QUALITY AND THE STATE OF TEXAS.

Whereas, CAPCOG is directed by the Texas Commission on Environmental Quality to administer solid waste grant funds for implementation of the COG's adopted regional solid waste management plan; and

Whereas, the City of Lockhart in the State of Texas is qualified to apply for grant funds under the Request for Applications.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF LOCKHART, TEXAS;

1. That the Mayor is authorized to request grant funding under the CAPCOG Request for Applications of the Regional Solid Waste Grants Program and act on behalf of the City of Lockhart, Texas in all matters related to the grant application and any subsequent grant contract and grant project that may result.
2. That if the project is funded, the City of Lockhart will comply with the grant requirements of CAPCOG, Texas Commission on Environmental Quality and the State of Texas.
3. The grant funds and any grant-funded equipment or facilities will be used only for the purposes for which they are intended under the grant.
4. Activities will comply with and support the adopted regional and local solid waste management plans adopted for the geographical area in which the activities are performed.

PASSED, APPROVED and ADOPTED by the City Council of the City of Lockhart, Texas on this the 3rd day of **December, 2019.**

CITY OF LOCKHART

Lew White
Mayor

APPROVED AS TO FORM:

Monte Akers
City Attorney

ATTEST:

Connie Constancio, TRMC
City Secretary

City of Lockhart, Tx

Council Agenda Item Briefing Data

COUNCIL MEETING DATE: December 3, 2019

AGENDA ITEM CAPTION: Discussion and/or action consider Ordinance 2019-29 establishing a Hotel Occupancy Tax (HOT) Advisory Board, amending Article IV of Chapter 2 and Article IV of Chapter 54 to include the HOT Advisory Board and to specify the creation, membership, appointment, purposes and responsibilities of the board.

ORIGINATING DEPARTMENT AND CONTACT: Finance – Pam Larison

ACTION REQUESTED:

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

BACKGROUND/SUMMARY/DISCUSSION: On October 15th and November 7th, the Council agreed that establishing a board to review applications and to make recommendation to Council would be acceptable. Attached is a proposed Ordinance outlining the development of a City Hotel/Motel Tax Advisory Board.

PROJECT SCHEDULE (if applicable):

AMOUNT & SOURCE OF FUNDING: (to be completed by Finance)

Funds Required: -
Account Number: -
Funds Available: -
Account Name: -

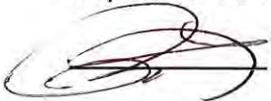
FISCAL NOTE (if applicable):

Previous Council Action:

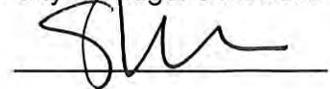
STAFF RECOMMENDATION/REQUESTED MOTION: None. The discretion of the Council.

LIST OF SUPPORTING DOCUMENTS:

Department Head initials:



City Manager's Review:



ORDINANCE NO. 2019-29

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOCKHART, TEXAS, ESTABLISHING A HOTEL OCCUPANCY TAX (HOT) ADVISORY BOARD, AMENDING ARTICLE IV OF CHAPTER 2 AND ARTICLE IV OF CHAPTER 54 TO INCLUDE THE HOT ADVISORY BOARD AND TO SPECIFY THE CREATION, MEMBERSHIP, APPOINTMENT, PURPOSES, AND RESPONSIBILITIES OF THE BOARD, PROVIDING FOR SEVERANCE, A REPEALER, AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, Texas Tax Code, Chapter 351 authorizes a governmental entity to allocate hotel occupancy tax funds; and

WHEREAS, it is the desire of the Lockhart City Council to establish a HOT Advisory Board to provide recommendations about the HOT grant process and allocation.

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

- I. Sec. 2-207(2) of Article IV of Chapter 2 of the City of Lockhart Code of Ordinances is hereby amended by the addition of a new subsection (f) which shall read as follows:

(f) Hotel Occupancy Tax Advisory Board

- II. Article IV of Chapter 54 of the City of Lockhart Code of Ordinance is hereby amended by the addition of new Sections 54-126 through 54-130 which shall read as follows:

Sec. 54-126 CREATION OF HOT ADVISORY BOARD

There is hereby created an advisory board to be known as the City of Lockhart Hotel Occupancy Tax Advisory Board, which shall be referred to as the HOT Advisory Board.

Sec. 54-127 MEMBERSHIP AND MEETING FREQUENCY

- a. The HOT Advisory Board should consist of five (5) members.
- b. Members shall consist of the following, the appointment of whom shall be confirmed by the City Council
 - i. A lodging facility representative;
 - ii. The City Manager or his/her designee;
 - iii. A former member of the City Council; and
 - iv. Two citizens nominated by Mayor.
- c. The HOT Advisory Board shall meet at least quarterly for allocation of funds and post-event reviews.
- d. Three Board members shall constitute a quorum.

- e. Each Board member shall serve a term of two years.
- f. Vacancies on the Board shall be filled by appointment by the City Council for the remainder of the existing term.

Sec. 54-128 PURPOSE AND RESPONSIBILITY

- a. The legislative functions of the city council shall in no way be delegated to the HOT Advisory Board. The HOT Advisory Board shall be considered a special purpose advisory committee.
- b. The purposes and responsibility of the HOT Advisory Board shall be:
 - i. To receive, review, and evaluate applications from organizations requesting HOT funds;
 - ii. To recommend allocation of HOT funds (as authorized by the Texas Tax Code, Chapter 351) to the City Council;
 - iii. To review the actual expenditures of HOT Funds;
 - iv. To offer suggestions for improvements or changes to the use or administration of HOT funds; and
 - v. To submit an annual report to the City Council that identifies approved expenditures by the City for the preceding year, reviews such approved expenditures in the context of compliance with state laws regarding the use of HOT funds, and evaluates the effectiveness of the approved HOT expenditures and the program.

Sec. 54-129 HOT FUND GRANT PROCESS AND POST-EVENT REPORTING

- a. Applications for funding will be considered at each meeting. Completed applications must be received ten (10) days prior to a meeting of the Board at which it will be reviewed.
- b. Applicants will be notified of the award of funds following approval by the City Council of the award, at which time one-half of approved funding will be awarded.
- c. The Board shall produce guidelines for approved applicants regarding a post-event report from each such applicant that demonstrates qualified expenditures
- d. A post-event report from each approved applicant is required in order for the applicant to receive final payment.

Sec. 54-130 HOT FUND GRANT PROCESS GUIDELINES.

In considering the grant of HOT Funds, the Board and City Council shall:

- i. Ensure that each funding requests for HOT revenues is for one or more statutorily defined purpose;
- ii. Establish and implement a policy of properly utilizing 100% of available HOT funds each year;
- iii. Consider whether funding should be based on a formula for pre-determined activities consistent with authorized uses (e.g. advertising, arts, signage, historical restoration/preservation);
- iv. Consider funding approaches that will allow for equitable funding opportunities for new as well as established events and activities;
- v. 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.

III. Repealer. All provisions of the Code of Ordinances of the City of Luling codified or uncodified, in conflict with the provisions of this Ordinance are hereby repealed to the extent of such conflict, and all other provisions of the Code of Ordinances of the City of Luling codified or uncodified, not in conflict with the provisions of this Ordinance shall remain in full force and effect. The repeal of any Ordinance or part of Ordinances effectuated by the enactment of this Ordinance shall not be construed as abandoning any action now pending under or by virtue of such Ordinance or as discontinuing, abating, modifying or altering any penalty accruing or to accrue, or as affecting any rights of the municipality under any section or provisions at the time of passage of this Ordinance.

IV. Severability. It is hereby declared to be the intention of the City Council that the sections, paragraphs, sentences, clauses, and phrases of this Ordinance are severable, and if any phrase, clause, sentence, or section of this Ordinance shall be declared unconstitutional or invalid by any court of competent jurisdiction, such unconstitutionality or invalidity shall not affect any other remaining phrase, clause, sentence, paragraph or section of this Ordinance.

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

PASSED, APPROVED AND ADOPTED this the _____ day of _____, 2019.

CITY OF LOCKHART

LEW WHITE, MAYOR

ATTEST:

APPROVED AS TO FORM:

CONNIE CONSTANCIO, TRMC
CITY SECRETARY

MONTE AKERS
CITY ATTORNEY

City of Lockhart, Tx

Council Agenda Item Briefing Data

COUNCIL MEETING DATE: December 3, 2019

AGENDA ITEM CAPTION: Discussion and/or action to consider appointing members to the HOT Advisory Board

ORIGINATING DEPARTMENT AND CONTACT: Finance – Pam Larison

ACTION REQUESTED:

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

BACKGROUND/SUMMARY/DISCUSSION: During the Council meetings on October 15th and November 7th, the Mayor recommended that a committee be established to consist of five (5) members that are not associated with a HOT fund recipient organization. According to Ordinance 2019-29, the City of Lockhart's Hotel Occupancy Tax (HOT) Advisory Board has been established consisting of a five-member board that shall serve a term of two years. The board shall consist of the following; a lodging facility representative, the City Manager or his/her designee, a former member of the City Council, and two citizens nominated by the Mayor. This board must be confirmed by Council.

PROJECT SCHEDULE (if applicable):

AMOUNT & SOURCE OF FUNDING: (to be completed by Finance)

Funds Required: -
Account Number: -
Funds Available: -
Account Name: -

FISCAL NOTE (if applicable):

Previous Council Action:

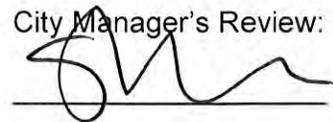
STAFF RECOMMENDATION/REQUESTED MOTION: None. The discretion of the Council.

LIST OF SUPPORTING DOCUMENTS: N/A

Department Head initials:



City Manager's Review:



City of Lockhart, Texas

Council Agenda Item Briefing Data

COUNCIL MEETING DATE: December 3, 2019

AGENDA ITEM CAPTION:

Discussion and/or action to consider appointing two Representatives of the City of Lockhart to the General Assembly of the Capital Area Council of Governments (CAPCOG).

ORIGINATING DEPARTMENT AND CONTACT: Steve Lewis, City Manager

ACTION REQUESTED:

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

BACKGROUND/SUMMARY/DISCUSSION:

CAPCOG, formed in 1970, serves as an advocate, planner and coordinator on regional issues in the 10-County encompassing Austin-Round Rock-Georgetown Metropolitan Statistical Area. The City of Lockhart received correspondence from the CAPCOG providing a summary of representation of the City of Lockhart on the CAPCOG General Assembly. The CAPCOG General Assembly serves as their governing body for purposes of selecting the Executive Committee, adopting operational bylaws and budget, determining membership dues, and guiding the organization's mission. The bylaws provide that Associate members (governmental agencies) can appoint "Sustaining members" (a non-voting representative) which is a person or organization with a positive interest in the welfare of the region. At least 2/3 of the General Assembly's voting representatives must be elected officials.

Based on the population estimates of the City of Lockhart, CAPCOG indicates that the city qualifies to have two representatives on the General Assembly. The General Assembly meets at least twice per year. The CAPCOG requests that the city update our representatives which is currently Mayor Lew White and Councilmember John Castillo. Other Caldwell County General Assembly members include: Judge Haden, Commissioner Roland, Mayor Hendricks (Luling), and Councilmember Mary Paul (Martindale).

PROJECT SCHEDULE (if applicable): N/A

AMOUNT & SOURCE OF FUNDING: (to be completed by Finance)

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

FISCAL NOTE (if applicable): N/A

Previous Council Action:

COMMITTEE/BOARD/COMMISSION ACTION: N/A

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

LIST OF SUPPORTING DOCUMENTS:

Correspondence from CAPCOG about the General Assembly.

Department Head initials:

City Manager's Review:

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6800 Burleson Road, Building 310, Suite 165
Austin, Texas 78744-2306
Ph: 512-916-6000 Fax: 512-916-6001
www.capcog.org

BASTROP BLANCO BURNET CALDWELL FAYETTE HAYS LEE LLANO TRAVIS WILLIAMSON

General Assembly Representation Summary for the City of Lockhart

CAPCOG’s General Assembly serves as the organization’s governing body for purposes of selecting the Executive Committee, adopting operational bylaws and budgets, determining membership dues, and guiding the organization’s mission. General Assembly membership is comprised of local representatives from each member jurisdiction in the ten-county region. According to the Council’s bylaws, full members — counties and municipalities — are entitled to appoint at least one representative to the General Assembly; however, members with greater populations can appoint additional representatives as shown in the table below:

Counties	Municipalities	No. of Representatives
Under 20,000	Under 10,000	1
20,000-100,000	10,000-50,000	2
100,000+	50,000-100,000	3
-----	100,000+	4

Associate members — special districts, school districts, nonprofits, utilities, chambers of commerce, and other governmental agencies — can appoint one representative to the General Assembly. Sustaining members, any person or organization with a positive interest in the welfare of the region, can participate as a non-voting General Assembly representative.

At least two-thirds of the General Assembly’s voting representatives must be elected officials.

Based on the State Data Center’s most recent population estimates the **City of Lockhart** qualifies to have **2 representative(s)** on the General Assembly, and its current representatives are:

- **Mayor Lew White**
- **Council Member John Castillo**

Please feel free to update **City of Lockhart’s** representative(s) by using the attached form. More information about the CAPCOG’s General Assembly representation, its membership and membership dues are available at www.capcog.org/about-capcog/.

All General Assembly Representatives are invited to CAPCOG’s September 11th General Assembly Meeting. They can RSVP for the meeting at <https://www.capcog.org/training/by-topic/general-assembly>. Please have them use the code **GASept2019** to receive a complimentary lunch during the meeting.

RECEIVED

AUG 26 2019

CITY OF LOCKHART
CITY SECRETARY’S OFFICE

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APPOINTMENT FORM - GENERAL ASSEMBLY REPRESENTATIVE CAPITAL AREA COUNCIL OF GOVERNMENTS

The governing bodies of CAPCOG's members designate General Assembly representatives.

Counties: Official appointments are made at Commissioners Court.
Cities, Towns, Villages: Official appointments are made at City Council meetings.
Organizations: Official appointments are made by the Board or other governing body.

PLEASE COMPLETE THE FOLLOWING SECTION

Governing Body:

_____ County Commissioners Court (e.g., Travis County Commissioners Court)

-OR-

_____ City Council (e.g., Austin City Council)

-OR-

_____ Other (Board or other governing body)

City, County, or Organization being represented

Name of Representative

Position

Address

City, Zip Code

(____) _____
Telephone Number

(____) _____
Fax Number

Email address (General Assembly Reps. will be subscribed to the CAPCOG Connections, Training, & Data Points email lists)

Check One:

_____ Reappointment

_____ Filling Vacancy

_____ Changing Representative

Name of Previous Representative

I confirm our governing body appointed the above individual to serve as a CAPCOG General Assembly

Representative for the above entity on _____.

Date of Meeting

Signature of Chief Elected Official/Chair of Governing Board

Date

Please fax this form to 512-916-6001 or email it to cavila@capcog.org. For questions about completing this form, call Cathy Avila at 512-916-6018.

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APPOINTMENT FORM - GENERAL ASSEMBLY REPRESENTATIVE CAPITAL AREA COUNCIL OF GOVERNMENTS

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-OR-

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City, County, or Organization being represented

Name of Representative

Position

Address

City, Zip Code

(____) _____
Telephone Number

(____) _____
Fax Number

Email address (General Assembly Reps. will be subscribed to the CAPCOG Connections, Training, & Data Points email lists)

Check One:

_____ Reappointment

_____ Filling Vacancy

_____ Changing Representative

Name of Previous Representative

I confirm our governing body appointed the above individual to serve as a CAPCOG General Assembly

Representative for the above entity on _____

Date of Meeting

Signature of Chief Elected Official/Chair of Governing Board

Date

Please fax this form to 512-916-6001 or email it to cavila@capcog.org. For questions about completing this form, call Cathy Avila at 512-916-6018.

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City of Lockhart, Texas

Council Agenda Item Briefing Data

COUNCIL MEETING DATE: December 3, 2019

AGENDA ITEM CAPTION:

Discussion and/or action regarding the selection of Mayor Pro-Tem of the Lockhart City Council as required by Section 3.05 of the City Charter.

ORIGINATING DEPARTMENT AND CONTACT: Connie Constancio, City Secretary

ACTION REQUESTED:

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

BACKGROUND/SUMMARY/DISCUSSION:

Section 3.05 of the Lockhart City Charter requires that after an election, the Council elect one of its number Mayor Pro-Tem and he/she shall perform all the duties of the Mayor in the absence or disability of the Mayor.

PROJECT SCHEDULE (if applicable): N/A

AMOUNT & SOURCE OF FUNDING: (to be completed by Finance)

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

FISCAL NOTE (if applicable):

Previous Council Action: N/A

COMMITTEE/BOARD/COMMISSION ACTION: N/A

STAFF RECOMMENDATION/REQUESTED MOTION:

None. Discretion of the Council.

LIST OF SUPPORTING DOCUMENTS:

Section 3.05 of the Lockhart City Charter.

Department Head initials:

CC

City Manager's Review:



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Sec. 3.05. - Mayor pro tem.

The city council, at its first meeting after election of councilmembers, shall elect one of its number mayor pro tem, and s/he shall perform all the duties of the mayor in the absence or disability of the mayor.

(Ord. No. 07-59, Exh. B, 11-15-07)

LIST OF BOARD/COMMISSION VACANCIES

Updated: October 8, 2019

Board Name	Reappointments/Vacancies	Council member
Board of Adjustment	One Alternate position	Any Councilmember
Planning & Zoning Commission	Marcos Villalobos resigned 4-29-2019	Councilmember Mendoza

APPLICATIONS RECEIVED TO BE ON A BOARD/COMMISSION

APPLICANT	BOARD REQUESTED	DATE RECEIVED	RESIDENCE DISTRICT

No new applications since August 2018

<p>The following are NOTES regarding appointments to several boards that have certain criteria that should be met, such as qualifications or number to serve on the board. Boards that are not listed below have a seven member board and are open to any citizen without qualifications.</p>	
<p>NOTES: AIRPORT ADVISORY BOARD</p>	<p>Sec. 4-26. Membership; appointments. The Lockhart Airport Advisory Board shall be composed of seven members to be appointed in accordance with section 2-210. At least five members must currently be or have been flight rated, and two members may be appointed as at-large members. Members shall serve three-year terms, such terms coinciding with the council position making the appointment.</p> <p>Sec. 4-28. Eligibility for board membership. No person having a financial interest in any commercial carrier by air, or in any concession, right or privilege to conduct any business or render any service for compensation upon the premises of the Lockhart Municipal Airport shall be eligible for membership on the Lockhart Airport Advisory Board.</p> <p>Sec. 4-32. Limitations of authority. The Lockhart Municipal Airport Advisory Board shall not have authority to incur or create any debt in connection with airport operations; nor shall the board be empowered to enter into any contract, leases, or other legal obligations binding upon the City of Lockhart; nor shall the board have authority to hire airport personnel or direct airport personnel in the execution of their duties.</p>
<p>NOTES: CONSTRUCTION BOARD APPOINTMENTS</p>	<p><i>Section B101.4, Board Decision,</i> is amended to read as follows: The construction board of adjustments and appeals shall have the power, as further defined in Appendix B, to hear appeals of decisions and interpretations of the building official and consider variances of the technical codes; and to conduct hearings on determinations of the building official regarding unsafe or dangerous buildings, structures and/or service systems, and to issue orders in accordance with the procedures beginning with section 12-442 of this Code [of Ordinances].</p> <p><i>Section B101.2, Membership of Board,</i> is amended to read as follows: Each District Council member and the Mayor shall appoint one member to the Construction Board of Appeals making it a five (5) member board and each Councilmember at Large shall appoint an alternate. The term of office of the board members shall be three (3) years, such terms coinciding with the council position making the appointment. The two (2) alternates shall also serve the term coinciding with the council position making the appointments. Vacancies shall be filled for an unexpired term in the manner in which the original appointments are required to be made. Board members shall consist of members who are qualified by experience and/or training to pass on matters pertaining to building construction and are not employees of the City of Lockhart.</p>
<p>NOTES: ELECTRIC BOARD APPOINTMENTS</p>	<p>Sec. 12-132. Members. (a) Appointments to the examining and supervisory board of electricians and appeals shall conform to section 2-210 except that the board shall consist of five persons with one being appointed by each district council member and one by the mayor. Each member shall serve three-year terms with such terms to coincide with the council position making the appointment. (b) Each board member shall reside within the county and such board shall include one member who shall be a building contractor; one layman; two members shall be master electricians who are currently licensed by the city; and one member shall be either a building contractor or master electrician licensed by the city. There shall be two ex-officio members, one who shall be the city electrical inspector, and one shall be the fire marshal.</p> <p>Sec. 12-133. Officers and quorum. The members of the examining and supervising board of electricians and appeals shall select a chairman and secretary. A quorum shall consist of three members.</p>
<p>NOTES: HISTORIC PRESERVATION COMMISSION</p>	<p>Sec. 28-3. Historical preservation commission. (b) The commission shall consist of seven members, appointed by the city council in accordance with section 2-210, who shall whenever possible meet one or more of the following qualities: (1) A registered architect, planner or representative of a design profession, (2) A registered professional engineer in the State of Texas, (3) A member of a nonprofit historical organization of Caldwell County, (4) A local licensed real estate broker or member of the financial community, (5) An owner of an historic landmark residential building, (6) An owner or tenant of a business property that is an historic landmark or in an historic district, (7) A member of the Caldwell County Historical Commission.</p>
<p>NOTES: PARKS ADVISORY BOARD</p>	<p>Sec. 40-133. Members. (a) The board shall consist of seven members appointed in accordance with section 2-210 to serve three years terms, such terms to coincide with the council position making the appointment and two alternates shall also be appointed by the mayor and mayor pro-tem, one each. The two alternates shall also serve the term coinciding with the council position making the appointments. Vacancies shall be filled for an unexpired term in the manner in which the original appointments are required to be made. (Ordinance 06-08, adopted February 7, 2006)</p>

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<p>NOTES: Lockhart Economic Dev Corp</p>	<p>LEDC Bylaws – Article II. Board of Directors Section 1. Powers, Number and Term of Office a. The property and affairs of the Corporation shall be managed and controlled by a Board of Directors (The "Board") under the guidance and direction of the Lockhart City Council and, subject to the restrictions imposed by law, by the Articles of Incorporation, and by these Bylaws the Board shall exercise all of the powers of the Corporation. b. The Board shall consist of seven directors, each of whom shall be appointed by the City Council of the City. Each director shall occupy a place (individually the "Place" and collectively, the "Places") as designated herein. Places 1-4 are designated for Councilmember Directors from Councilmember Districts 1 through 4 respectively. In the event that a particular Councilmember from said District is unable or unwilling to serve in the capacity as a Director, that Councilmember shall have the right to nominate a non-councilmember for approval and appointment. Places 5-7 are designated for Citizen Member Directors. c. The directors constituting the first Board shall be those directors named in the Articles of Incorporation. Successor directors shall have the qualifications, shall be of the classes of directors, and shall be appointed to the terms set forth in the Articles of Incorporation. d. Any director may be removed from office by the City Council at will.</p>
<p>NOTES: ORDINANCE RE: ALL BOARD, COMMISSION APPOINTMENTS</p>	<p>Sec. 2-209. - Rules for appointment. The city council hereby sets the following rules: (1) Except as may be established by existing city ordinances/resolutions the process for selecting members shall be open to all Lockhart citizens, who must apply for appointment, to include those applying for reappointment. Reappointment shall not be deemed automatic. (2) Council shall seek to appoint the most qualified or best persons available, while also respecting the need for diverse community opinions. (3) No member of any appointed body shall serve on more than one quasi-judicial or advisory board or commission. (4) No appointed body shall deviate from its charge, deliberate items not on its agendas, or speak for the council or City of Lockhart without council authorization. (5) Subject to other qualifications as specifically required for membership on the below boards and commissions, the city council shall have the right (but not the duty) to appoint up to two members who are not Lockhart citizens but who are residents of Caldwell County to the Lockhart Airport Advisory Board, the Eugene Clark Library Board, and the construction board of appeals. Section 2-210. Method of selection; number of members; terms. (a) The mayor and city councilmembers shall nominate individuals to serve on boards and commissions. Each nomination shall then be confirmed by a simple majority of the entire city council. (b) Except as provided herein, there shall be seven members appointed to each board or commission corresponding with the seven members or places of the city council. Each city councilmember, except as provided herein, shall nominate a qualified person to serve in a place on an appointed body corresponding to their place on the council. At-large councilmembers shall be designated as places 5 and 6, and the mayor's position as place 7, for the purpose of this section. Nominations shall be made to fill vacant positions and/or positions whose terms have expired within 90 days of the event, such as a resignation or an election. Should any city councilmember fail to name an appointee to one of his/her corresponding places on any body within the above described 90 days, another councilmember shall then have the privilege to nominate a person to fill that same position, as described in subsection (a). However, once that position becomes vacant again for any reason, the appointment shall revert to the place corresponding with the original city council seat/place number for nominations. (c) Beginning with the election in May, 1998, the council shall nominate and confirm four members to serve in places 1, 2, 5, 6 on each board and commission in accordance with subsections (a) and (b) above, and with the standards set in Ordinance Number 97-09, Governance Policies. With the election of May, 1999, the remaining three places shall be filled following the same procedure as above. (d) Terms of service on appointed bodies shall be the same three-year terms as the councilmember who nominates a person to serve. However, a person may be appointed to complete the unexpired term of a vacant position, due to a resignation, for example. (e) When a person has completed a term, or terms, of service and will be vacating a place, that person may continue to serve until a replacement is nominated and confirmed by the city council. (f) At the discretion of the majority of the city council, one Caldwell County resident who is also an owner of real property within any local historic district may be appointed as a full member to the historical preservation commission. (g) Exceptions to the above regulations shall be all volunteer/special purpose/ad hoc committees appointed from time to time by the city council and the zoning board of adjustments, whose members shall serve two-year terms in accordance with V.T.C.A., Local Government Code § 211.008. All other provisions of this section, and ordinance number 97-09 which do not conflict with the chapters establishing these bodies shall be applicable. Sec. 2-212. Removal and resignation of members. (a) All board, commission and committee members serve at the pleasure of the city council and may be removed from office with or without cause at the discretion of the city council. (b) Board, commission and committee members may resign from office at any time by filing a written resignation, dated and signed by the member, with the City Secretary. Such resignation shall take effect upon receipt by the City Secretary without further action by the city council. If the city council appoints a new member to replace the resigned member, the new member shall be appointed to serve out the remainder of the resigned member's term.</p>

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

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COUNCILMEMBER BOARD/COMMISSION APPOINTMENTS

Councilmember	Board/Commission	Appointee	Date Appointed
Mayor – Lew White	Airport Board	John Hinnekamp	12/19/17
	Board of Adjustment	Mike Annas	12/19/17
	Construction Board	Raymond DeLeon	06/04/19
	Ec Dev. Revolving Loan	Barbara Gilmer	12/19/17
	Ec Dev. Corp. ½ Cent Sales Tax	Alan Fielder, Vice-Chair	12/19/17
	Electric Board	Joe Colley, Chair	12/19/17
	Historical Preservation	John Lairsen	12/19/17
	Library Board	Stephanie Riggins	12/19/17
	Parks and Recreation	Albert Villalpando, Chair	12/19/17
	Planning & Zoning	Paul Rodriguez	12/19/17
	ETJ Rep-Impact Fee Adv Comm	Larry Metzler	12/19/17
District 1 – Juan Mendoza	Airport Board	Larry Burrier	03/07/17
	Board of Adjustment	Lori Rangel	03/07/17
	Construction Board	Mike Votee	03/07/17
	Eco Dev. Revolving Loan	Ryan Lozano	03/07/17
	Eco Dev. Corp, ½ Cent Sales Tax	Dyral Thomas	03/07/17
	Electric Board	Frank Gomillion	07/02/19
	Historical Preservation	Victor Corpus	03/07/17
	Library Board	Shirley Williams	03/07/17
	Parks and Recreation	Linda Thompson-Bennett	03/07/17
	Planning & Zoning	VACANT-(Villalobos resigned 4-29-19)	
District 2– John Castillo	Airport Board	Reed Coats	03/07/17
	Board of Adjustment	Juan Juarez	03/07/17
	Construction Board	Oscar Torres	05/15/18
	EcoDev. Revolving Loan	Rudy Ruiz	03/07/17
	Eco Dev. Corp. ½ Cent Sales Tax	Umesh Patel	08/09/18
	Electric Board	James Briceno	03/07/17
	Historical Preservation	Ron Faulstich	03/07/17
	Library Board	Quartermetra Hughes	06/04/19
	Parks and Recreation	James Torres	03/07/17
	Planning & Zoning	Rob Ortiz, Alternate Manuel Oliva	03/07/17 03/07/17

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COUNCILMEMBER BOARD/COMMISSION APPOINTMENTS

District 3 – Kara McGregor	Airport Board Board of Adjustment Construction Board Eco Dev. Revolving Loan Eco Dev. Corp. ½ Cent Sales Tax Electric Board Historical Preservation Library Board Parks and Recreation Planning & Zoning	Ray Chandler Anne Clark, Vice-Chair Kirk Smith (Alternate) Jerry West, Vice-Chair Lew White, Chair Sally Daniel John Voigt Ronda Reagan Jean Clark Fox, Chair Warren Burnett Philip McBride, Chair	02/06/18 12/19/17 12/05/17 01/02/18 12/19/17 06/18/19 09/03/19 12/19/17 12/19/17 12/05/17 12/19/17
District 4 - Jeffry Michelson	Airport Board Board of Adjustment Construction Board Eco Dev. Revolving Loan Eco Dev. Corp. ½ Cent Sales Tax Electric Board Historical Preservation Library Board Parks and Recreation Planning & Zoning	Mark Brown, Vice-Chair Wayne Reeder Rick Winnett Frank Coggins Morris Alexander Ian Stowe Kathy McCormick Donaly Brice Russell Wheeler Rick Arnic	03/07/17 12/05/17 12/05/17 12/05/17 12/05/17 03/06/18 12/05/17 12/05/17 12/05/17 01/15/19
Mayor Pro-Tem (At-Large) – Angie Gonzales-Sanchez	Airport Board Board of Adjustment Construction Board Eco Dev. Revolving Loan Eco Dev. Corp. ½ Cent Sales Tax Historical Preservation Library Board Parks and Recreation Planning & Zoning	Andrew Reyes Laura Cline, Chair Paul Martinez Irene Yanez Alfredo Munoz Juan Alvarez, Jr. Jodi King Chris Schexnayder Philip Ruiz, Vice-Chair	03/07/17 03/07/17 03/07/17 03/07/17 06/06/17 03/07/17 03/07/17 03/07/17 03/07/17

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COUNCILMEMBER BOARD/COMMISSION APPOINTMENTS

At-Large - Brad Westmoreland	Airport Board Board of Adjustment Construction Board (Alternate) Eco Dev. Revolving Loan Eco Dev. Corp. ½ Cent Sales Tax Historical Preservation Library Board Parks and Recreation Planning & Zoning	Jayson “Tex” Cordova Severo Castillo Gary Shafer Edward Strayer Frank Estrada Richard Thomson Rebecca Lockhart Dennis Placke Christina Black	03/07/17 03/07/17 03/07/17 03/07/17 03/07/17 11/21/17 03/07/17 03/07/17 03/07/17
	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

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	<p>Church Property Ad-hoc Committee (7 members)</p>	<p>Amelia Smith Jackie Westmoreland Todd Blomerth Andy Govea Terry Black Jane Brown Raymond DeLeon Dyral Thomas</p>	<p>09/05/17 – Westmoreland 09/05/17 – Westmoreland 09/05/17 – Mayor White 09/1917 – Sanchez 12/19/17 – McGregor 09/19/17 – Michelson 09/20/17 – Castillo 09/22/17 – Mendoza</p>
	<p>Wayfinding Signage and Community Branding Ad-Hoc Committee (5 members)</p> <p>THIS COMMITTEE WAS - RE-ESTABLISHED ON MARCH 5, 2019</p>	<p>Roy Watson Ronda Reagan Sally Daniel Rob Ortiz Bobby Herzog</p>	<p>03/05/19 03/05/19 03/05/19 03/05/19 03/05/19 Appointed by Mayor with consensus of Council</p>

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**City of Lockhart 2019 Board of Adjustment
 Attendance for a 12-Month Period**

Meeting Date:	Chair Cline	Vice-Chair Clark	Annas	Castillo	Reeder	Rangel	Juarez	Smith Alternate
January 7, 2019 - No Meeting								
February 4, 2019	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>
March 4, 2019	<i>Absent</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Absent</i>	<i>Present</i>
April 1, 2019 - No Meeting								
May 6, 2019 - No Meeting								
June 3, 2019 - No Meeting								
July 1, 2019 - No Meeting								
8/5/2019 - No Meeting								
9/9/2019 - No Meeting								
October 7, 2019	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Absent</i>	<i>Present</i>	<i>Present</i>
November 4, 2019 - No Meeting								
December 2, 2019								

Number of meetings:	3	3	3	3	3	3	3	3
Present:	2	3	3	3	3	2	2	3
% Absent:	67%	100%	100%	100%	100%	67%	67%	100%

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CITY OF Lockhart TEXAS	CITY OF LOCKHART							
	CONSTRUCTION BOARD OF APPEALS							
	BOARD ATTENDANCE REPORT - 2019							
	APPOINTING COUNCIL MEMBER							
		JERRY WEST (12/03/2013) CHAIR (01/05/2017)	RALPH GERALD (01/17/2012)	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)
Member Title:	County Resident				Alternate			
Meeting Date:								
January 3, 2019	NO MTG	NO MTG	NEWLY APPOINTED TO BOARD PACKET FOR 06/06/19	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
January 17, 2019	NO MTG	NO MTG	MEETING SENT OUT PRIOR THEREFOR MEMBER WAS NOT INCLUDED IN THIS	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
February 7, 2019	NO MTG	NO MTG		NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
February 21, 2019	P	P		P	P	P	P	A
March 7, 2019	NO MTG	NO MTG		NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
March 21, 2019	P			A	P	P	A	A
April 4, 2019	NO MTG			NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
April 18, 2019	NO MTG			NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
May 2, 2019	NO MTG			NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
May 16, 2019	NO MTG			NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
June 6, 2019	P			P	A	A	P	A
June 20, 2019	NO MTG			NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
July 4, 2019	NO MTG			NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
July 18, 2019	P	RESIGNED 03/11/19		P	P	P	P	P
August 1, 2019	NO MTG			NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
August 15, 2019	NO MTG			NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
September 5, 2019	NO MTG			NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
September 19, 2019	NO MTG			NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
October 3, 2019	P			P	A	P	A	A
October 17, 2019	NO MTG			NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
November 7, 2019	NO MTG			NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
November 21, 2019	NO MTG			NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
December 5, 2019	NO MTG			NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
December 19, 2019	NO MTG			NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
Total # Meetings:	5	1	2	5	5	5	5	5
Present:	5	1	2	4	3	4	3	1
Absent:	0	0	0	1	2	1	2	4
Absenteeism %:	0%	0%	0%	20%	40%	20%	40%	80%



CITY OF LOCKHART
 LOCKHART ECONOMIC DEVELOPMENT CORPORATION
 ATTENDANCE REPORT - 2019
 APPOINTING COUNCIL MEMBER

	ANGIE GONZALES-SANCHEZ	BRAD WESTMORELAND	KARA MCGREGOR	JUAN MENDOZA	JOHN CASTILLO	MAYOR WHITE	JEFFRY MICHELSON
	Alfredo Munoz	Frank Estrada	Sally Daniel	Dyral Thomas	Umesh Patel	Alan Fielder	Morris Alexander
Meeting Date:	Appt. - July 2019	Appt. - July 2019	Appt - June 2019	Appt. - July 2019	Appt. -August 2018	Appt. - July 2019	Appt. - July 2019
January - No Meeting							
February 11, 2019	P	P	P	P	P	P	P
March 11, 2019	P	P	P	P	P	P	P
April 8, 2019	P	P	P	P	P	P	P
May - No Meeting			Nic Irwin resigned 5-21-2019				
June 10, 2019	P	A	Sally Daniel was appointed 6-19-2019	P	P	P	P
July 8, 2019	P	P	P	P	P	P	P
August 15, 2019	P	P	P	P	A	P	P
September 9, 2019	P	P	P	A	P	P	A
October 7, 2019	P	A	P	P	P	P	P
November 5, 2019	P	P	P	P	A	P	P
LEGEND:	PRESENT:		P	UNEXCUSED ABSENCE:			U
	EXCUSED ABSENCE:		A	NO MEETING HELD:			No Meeting
				APPOINTMENT MODIFICATION:			
COMMENTS:							

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**CITY OF LOCKHART
ELECTRIC BOARD OF APPEALS
BOARD ATTENDANCE REPORT - 2019
APPOINTING COUNCIL MEMBER**

	Joe Colley (06/17/2008)	Ian Stowe (03/06/2018)	Frank Gomillion (07/02/2019)	Thomas Herrera (07/17/2012)	Tom Stephens (12/03/2013)	James Briceno (05/03/2011)
	Chair					
Meeting Date:						
January 3, 2019	NO MTG	NO MTG		NO MTG	NO MTG	NO MTG
January 17, 2019	NO MTG	NO MTG		NO MTG	NO MTG	NO MTG
February 7, 2019	NO MTG	NO MTG		NO MTG	NO MTG	NO MTG
February 21, 2019	NO MTG	NO MTG		NO MTG	NO MTG	NO MTG
March 7, 2019	P	P		A	P	P
March 21, 2019	NO MTG	NO MTG			NO MTG	NO MTG
April 4, 2019	NO MTG	NO MTG			NO MTG	NO MTG
April 18, 2019	NO MTG	NO MTG			NO MTG	NO MTG
May 2, 2019	NO MTG	NO MTG			NO MTG	NO MTG
May 16, 2019	NO MTG	NO MTG			NO MTG	NO MTG
June 6, 2019	NO MTG	NO MTG			NO MTG	NO MTG
June 20, 2019	NO MTG	NO MTG			NO MTG	NO MTG
June 27, 2019	NO MTG	NO MTG			NO MTG	NO MTG
July 4, 2019	NO MTG	NO MTG	NO MTG	VERBALLY RESIGNED TO SHANE (03/07/2019)	NO MTG	NO MTG
July 11, 2019	P	P	A			P
August 1, 2019	NO MTG	NO MTG	NO MTG			NO MTG
August 15, 2019	NO MTG	NO MTG	NO MTG			NO MTG
September 5, 2019	NO MTG	NO MTG	NO MTG			NO MTG
September 19, 2019	NO MTG	NO MTG	NO MTG		VERBALLY RESIGNED TO SHANE (07/09/2019)	NO MTG
October 3, 2019	NO MTG	NO MTG	NO MTG			NO MTG
October 17, 2019	NO MTG	NO MTG	NO MTG			NO MTG
November 7, 2019	NO MTG	NO MTG	NO MTG			NO MTG
November 21, 2019	NO MTG	NO MTG	NO MTG			NO MTG
December 5, 2019						
December 19, 2019						
Total # Meetings:	2	2	1	1	1	2

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Meeting Date:	CORPUS	LAIRSEN	ALVAREZ	FAULSTICH	REAGAN	THOMSON	McCORMICK
		CHAIR			VICE-CHAIR		
January 2, 2019	A	P	P	P	P	P	A
January 16, 2019	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
February 6, 2019	A	A	P	A	P	P	P
February 20, 2019	A	P	A	P	P	P	P
March 6, 2019	A	P	A	A	P	P	P
March 20, 2019	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
April 3, 2019	A	P	A	P	A	P	P
April 17, 2019	A	P	P	P	P	P	P
May 1, 2019	A	P	A	P	P	P	P
May 15, 2019	A	P	P	P	P	P	P
June 5, 2019	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
June 19, 2019	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
July 2, 2019	A	P	P	A	P	P	P
July 17, 2019	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
August 7, 2019	A	P	A	P	P	P	P
August 21, 2019	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
September 4, 2019	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
September 18, 2019	A	P	A	A	P	P	P
October 2, 2019	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
October 16, 2019	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
November 6, 2019	A	P	P	P	P	P	P
November 20, 2019	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG	NO MTG
December 4, 2019							
December 18, 2019							
Number of meetings:	12	12	12	12	12	12	12
Present:	0	11	6	8	11	12	11
Absent:	11	1	6	4	1	0	1
% Absent:	92%	8%	50%	33%	8%	0%	8%
MEETINGS HELD THE 1ST & 3RD WEDNESDAY OF THE MONTH @ 5:30PM							

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**CITY OF LOCKHART
Library Advisory Board
ATTENDANCE REPORT - 2019
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 13, 2019	P	P	P	P	-	P	P
March	NO MEETING						
April	NO MEETING						
May 20, 2019	P	P	P	P	-	P	P
June	NO MEETING						
July	NO MEETING						
August	NO MEETING						
September	NO MEETING						
October	NO MEETING						
November	NO MEETING						
December	NO MEETING						
LEGEND:	PRESENT:						
COMMENTS:	PRESENT:		P	UNEXCUSED ABSENCE:			U
	EXCUSED ABSENCE:		E	NO MEETING HELD:			

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**CITY OF LOCKHART
PARKS & RECREATION ADVISORY BOARD**

APPOINTING COUNCIL MEMBER

**CITY OF
Lockhart
TEXAS**

ANGIE SANCHEZ	BRAD WESTMORELA ND	KARA MCGREGOR	JUAN MENDOZA	JOHN CASTILLO	LEW WHITE	JEFFRY MICHELSON	ALTERNATE (Mayor Pro-Tem)
Chris Schexnayder (06/07/16)	Dennis Placke (11/03/15)	Warren Burnett (12/04/12)	Linda Thompson-Bennett (12/07/04)	James Torres (12/18/07)	Albert Villalpando (09/05/06)	Russell Wheeler (01/20/15)	Rob Ortiz (05/06/08)

Meeting Date:

Januray 24 2019	No Meeting							
February 28 2019	E	E	P	P	P	P	E	P
March 28 2019	E	P	P	E	E	E	P	P
April 25 2019	No Meeting							
May 23 2019	No Meeting							
June 27 2019	No Meeting							
July 25 2019	No Meeting							
August 22 2019	No Meeting							
September 26 2019	No Meeting							
October 24 2019	No Meeting							
November 28 2019	No Meeting							

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

COMMENTS:

- * Ordinance 06-08 adopted February 7, 2006 allow two alternate position to be appointed by Mayor and Mayor Pro-Tem
- * Board meets on the 4th Thursday of each month

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**City of Lockhart 2019 Planning and Zoning Commission
Attendance for a 12-Month Period**

	Ruiz	McBride	Oliva	Black	Rodriguez	Arnic	Villalobos
Meeting Date:							
January 9, 2019	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Absent</i>	<i>Present</i>	<i>Not Assigned</i>	<i>Present</i>
January 23, 2019	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>
2/13/2019 - No Meeting							
February 27, 2019	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Absent</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>
March 13, 2019 - No Meeting							
March 27, 2019	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Absent</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>
April 10, 2019	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Absent</i>	<i>Present</i>	<i>Present</i>
April 24, 2019	<i>Present</i>	<i>Absent</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Absent</i>	<i>Resigned</i>
May 22, 2019	<i>Present</i>	<i>Present</i>	<i>Absent</i>	<i>Absent</i>	<i>Present</i>	<i>Present</i>	
June 12, 2019	<i>Present</i>	<i>Absent</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Absent</i>	
June 26, 2019	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Absent</i>	<i>Present</i>	<i>Present</i>	
July 10, 2019	<i>Present</i>	<i>Absent</i>	<i>Present</i>	<i>Absent</i>	<i>Present</i>	<i>Present</i>	
July 24, 2019	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Absent</i>	<i>Absent</i>	
August 14, 2019	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Absent</i>	<i>Absent</i>	<i>Present</i>	
August 28, 2019	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Absent</i>	<i>Present</i>	<i>Present</i>	
September 11, 2019	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Absent</i>	<i>Absent</i>	<i>Present</i>	
September 25, 2109	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	
October 9, 2019	<i>Present</i>	<i>Absent</i>	<i>Present</i>	<i>Present</i>	<i>Absent</i>	<i>Present</i>	
October 23, 2019	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Absent</i>	<i>Present</i>	<i>Present</i>	
November 13, 2019	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Absent</i>	<i>Present</i>	<i>Present</i>	
December 11, 2019							

Number of meetings:	18	18	18	18	18	17	5
Present:	18	15	17	7	13	14	5
% Absent:	100%	83%	94%	39%	72%	82%	100%

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CITY OF
Lockhart
TEXAS

CITY OF LOCKHART
REVOLVING LOAN FUND COMMITTEE
ATTENDANCE REPORT - 2019

APPOINTING COUNCIL MEMBER

	ANGIE GONZALES-SANCHEZ	BRAD WESTMORELAND	KARA MCGREGOR	JUAN MENDOZA, JR.	JOHN CASTILLO	MAYOR WHITE	JEFFRY MICHELSON
	Irene Yanez	Ed Strayer	Mayor Lew White - Chairperson	Ryan Lozano	Rudy Ruiz	Barbara Gilmer	Frank Coggins
Meeting Date:	Appt - March 2017	Appt - March 2017	Appt - December 2017	Appt - March 2017	Appt - March 2017	Appt - December 2017	Appt - December 2017
January - No Meeting							
February - No Meeting							
March - No Meeting							
April - No Meeting							
May - No Meeting							
June - No Meeting							
July - No Meeting							
August - No Meeting							
September - No Meeting							
October - No Meeting							
November - No Meeting							
LEGEND:	PRESENT:		P	UNEXCUSED ABSENCE:			U
	EXCUSED ABSENCE:		E	NO MEETING HELD:			
COMMENTS:							
Total Meetings:							
% Present:							
% Excused:							
% Unexcused:							
Absenteeism %:							

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City of Lockhart

2019-2020 Strategic Priorities

Prepared by:



City of Lockhart

Summary

On February 1 & 2, 2019 the City of Lockhart hosted two half-day planning sessions to develop goals and strategies for the next 2 years. Some of these goal areas were internal, whereas others were external. The following is the process used to reach the conclusions for the plan.

The process began with a preliminary phone meeting between the facilitator and Steve Lewis, City Manager, to go over key issues facing the City, understand the programs and projects underway through the community, and to prepare the agenda and format for the planning retreat.

The first portion of the strategic planning process began on Friday, February 1, 2019 with the City Manager and the City of Lockhart Management Team. The facilitator began by asking the Management Team participants what their expectations for discussion for the day were. She then took the team through a SWOT (Strengths, Weaknesses, Opportunities, & Threats) Analysis. The next group exercise was a brainstorm called Start/Stop/Continue that lists the things that need to begin happening, stop happening, and are mission-critical and must continue regardless of circumstances.

The facilitator then guided the Management Team through 2019-2020 goal and strategy development to recommend to the City Council the following day.

On Saturday, February 2, 2019, the City Council and City Manager convened to review, revise, and establish priorities related to the recommendations generated the day before by the Management Team. Prior to the review, the facilitator asked the City Council to list their expectations for discussion for the day.

The following are the results.

Management Team Expectations for the Day's Discussion Topics

- That City Council will take what we say seriously
- Consider all staff in decisions
- Hear each other's goals
- Live by the plans we create / develop
- That Council develop goals / priorities based on sound data / research
- Focus
- Consider quality of life as over-arching goal
- Discuss business attraction vs. recruitment
- Being prepared for growth
- Facilities improvements
- Facilities maintenance
- How do we give back to those who need extra help?
- Smart land use practices
- Discuss Tourists/Tourism – what is there for kids to do while in town visiting family?

City Council Expectations for the Day's Discussion Topics

- Capitalize on Tourism
- Discuss Wi-Fi
- Capitalize on BBQ Capital of Texas
- Cleaning up of unsightly properties (residential)
- Work in unity today
- Serve our community
- Focus
- To discuss Economic Development targeting technology jobs
- Industrial Park is full – now what?
- Cleaning up of City properties / facilities
- Actually implement our goals
- Discuss the direction of Economic Development
- Think bigger / think change / embrace change
- Develop our identity
- Attractive gateway signage
- Employee wages
- Technology infrastructure

SWOT Analysis

The facilitator guided the participants through an analysis of their current Strengths, the current Weaknesses or Challenges they are facing, Opportunities that may come their way in the future, and Threats that are possible to occur in the future. Note that there are no right or wrong answers here and no implication of likelihood. This is simply a brainstorm of the opinions of the participants to get them thinking about goals in the next portion. The Management Team listed their responses first, then the City Council added additional items the following day.

Strengths

- Historic district
- County seat
- BBQ Capital of Texas
- Location to highways
- Tourism
- Small town (family-oriented)
- Growing – room for more
- Desire to manage growth
- Good development process
- Proximity to Austin
- Comparable housing prices
- Existing capacity of utilities
- Easy mobility
- Economic Development Sales tax
- Clark Library
- Baker Theatre
- Ease of developing land (flat)
- Employees who experience long tenure
- Volunteers
- CTR (Chisholm Trail Roundup) & other local events
- Community support
- Recognizable court house
- Movies / film production (TFC)
- Long-term water planning
- High-level financial planning
- Competitive building / development fees
- “Real” city with well-managed growth
- New energy
- Proximity to large cities / airport
- New residents – new ideas – changing priorities
- Diversity
- First Friday Downtown Event

Weaknesses / Challenges

- Incentives – Economic Development lack of use
- Technology – aging equipment and software
- Infrastructure
- Facilities – condition / maintenance
- Competitive salaries within region
- Training opportunities
 - Professional development
 - Budget
- Closed minds – have always done it this way
- Tourism
- Managing growth
- Need for succession planning
- Public perception influencing job applicant pool
- Weak tax base
- Limited in-town post-secondary educational opportunities
- Lack of retail
- Lack of entertainment (kids)
- Limited grocery options
- City-owned property
- College
- Venue / convention center
- Lack of hotels
- Entryways to community
- Not using TIF financing
- Emerging downtown organization
- How to effectively support increasing, ever-growing number of festivals
 - Create packages for vendors and festivals
- No city recreation programs
- In-kind services
- Very limited public transportation services
- Outdated web information
- Poor communication with citizens

Opportunities

- Expand airport (hangars)
 - Install AWOS (Automated Weather Observing System)
- Improve working conditions of employees
- Proximity to Austin
- Implement first phase of parks master plan
- SH-130 has great properties but not city-owned property
- Undeveloped lots on Square and north / northwest of Square
- Long-tenured elected leadership
- Increase community involvement
- To develop positive relationship with County, School, and organizations
- Quality economic growth
- Franchise recreational or entertainment venues (theaters, bowling, outlets, concerts, water parks)
- Community college campus
- Increased communication needed with ISD for school planning, infrastructure, etc.
- Expand walking / biking opportunities for exercise and community involvement
- Lockhart Springs (natural spring)
- Lockhart State Park transfer to City
- Potential residential development around golf course
- Development within historic district
- School district growth
- Housing growth
- Business growth
- St. Paul Church and other redevelopment opportunities
- Hospital / medical facilities
- Public bathrooms downtown
- Develop Industrial Park
- More involvement with San Marcos Greater Partnership
- Partnership with Austin Chamber
- EDC \$ will go further today than in 2 years (spec buildings, parking)

Threats

- Economic recession
- Voter turnout
- Government shutdown
- Citizen input
- Natural disaster
- Leadership in government
- Lack of economic development direction
- Competition from other cities
- Lack of resources
- Building maintenance
- Technology – cyber security
- Surging population
- Infrastructure improvement
- Maintaining reputation
- Planning without follow through
- Lack of educated workforce – skilled labor
- Crime
- Lack of workforce – people
- Retention and hiring
- Youth retention
- School quality
- Lack of industry
- Lack of racial unity
- Micro-managing
- Other utilities providers
- Homeless services – transportation
- Types of future growth

Start/Stop/Continue

The facilitator guided the Management Team through an exercise that challenged them to brainstorm things that the City really needed to begin doing, what they should stop doing that could be a waste of resources, and what must they continue doing, regardless of circumstances. Below are their responses. Note that there are no right or wrong items; these are merely individuals' opinions about the things that should and shouldn't change in Lockhart. Just because one person has a certain opinion on a topic, that does not imply anyone else shared that opinion.

Start

- Space allocation study
- Renovate City buildings – construct
- Downtown bathrooms
- Improve salaries – salary survey
- Staff development program / policies / procedures
- Consistency in purchasing
 - Revamp purchasing policy
- Replacing capital equipment / vehicles – vehicle fund
- Mandatory single stream recycling
- IT department, in-house City Engineer
- New technology in terms of equipment, network, server, software
- Re-assess who is in charge of downtown redevelopment
 - Name which entity (or entities) funds downtown redevelopment initiatives
 - Name which entity (or entities) manages downtown redevelopment initiatives
- 2020 Comprehensive Master Plan Update that includes a future land use plan and map

Stop

- In-house utility billing (consider outsourcing)
- Outsourcing IT (consider bringing in-house)
- Repetitive useless paperwork (paperwork/policies must be updated and streamlined)
- Increasing overtime in fire and police (hire more to fix this issue)
- Using outdated equipment
- Hand -picking collections of recycled goods (business pick up)
- Laying asphalt driveway approaches for “free”
- Demolition of condemned houses – stop doing in-house (needs to be outsourced)

Continue

- Meeting with County, City, School, Chamber, EDC
- Implementing 2020 Plan and Updates
- Attracting businesses – growth
- Providing superior service
- Redeveloping Downtown
- Implement Parks Master Plan
- Being a great place to work
- Public investments along SH-130
- Supporting festivals / movie projects
- Financial planning
- Embracing tourism

Goal 1: Economic Development / Planning

Strategies
1. Partner with LISD and local youth organizations to encourage careers in local emergency services (Fire and Police)
2. Reassess who is in charge of managing and funding downtown development and tourism
3. Attract a post-secondary education campus / facility
4. Complete updating our development ordinances
5. Consider development tools to facilitate attraction / recruitment to SH 130 corridor
6. Bring utilities, assist assembling parcels, rezoning tracts along SH 130
a) Shovel ready
b) Pursue prospects
7. Start investing in more property for growth
8. Explore next industrial park
9. HOT (Hotel Occupancy Tax) Funds – revamp structure
10. Economic Development Strategic Plan
11. Robust LEDC website

Goal #1 KPIs / Metrics:

- Did we partner with LISD & other youth organizations to encourage emergency services careers?
- Did we reassess downtown development and tourism initiatives and who leads each?
- Did we initiate efforts to attract a post-secondary educational institution or facility to Lockhart?
- Did we completely update our development ordinances?
- Did we brainstorm development tools for SH-130 development?
- Did we bring utilities and assemble parcels along SH-130?
- Did we develop shovel-ready development sites?
- Did we market those sites to prospective investors?
- Did we develop plans for our next industrial park?
- Did we revamp the way HOT funds are structured?
- Did we develop and implement an Economic Development Strategic Plan?
- Did the Lockhart EDC revamp their website to better attract investment?

Goal 2: Quality of Life / Quality of Facilities

Strategies
1. Invest money to improve the appearance of our town (streets, parks, entry signs)
2. Conduct a Space Study of City Buildings and facilities including City Hall
3. Improve the image of City facilities as needed
4. Update, renovate, and construct City facilities as needed
5. Implement the Parks Master Plan, improving the quality of life for community
6. Conduct a citywide quality of life citizen survey

Goal #2 KPIs / Metrics:

\$ amount invested in streets in 2019 and 2020? \$ _____

\$ amount invested in parks in 2019 and 2020? \$ _____

\$ amount invested in gateway entry signs in 2019 and 2020? \$ _____

of City facilities we improved the appearance of? _____

- Which facilities did we improve the image of?
- Did we implement elements of the Parks Master Plan?
- Did we secure quotes on a Space Study of City buildings including City Hall?
- How many City-owned buildings did we renovate or retrofit?
- Did we conduct a citywide quality of life citizen survey?
- Did we address levels of service based on the citizen responses we received?
- Did we address levels of satisfaction based on the citizen responses we received?
- Did we address areas for improvement based on the citizen responses we received?

Goal 3: Staffing / Personnel

Strategies
1. Consider hiring additional personnel (engineer, IT, etc.)
2. Conduct a staffing study that includes evaluating efficiencies and compensations
3. Right size staffing levels city-wide based on study results
3. Consider starting salaries that compete with surrounding communities
4. Be consistent with staff development / policies / purchasing procedures
5. Implement a staff development program (be consistent)
6. Start developing / preparing current staff to take on leadership roles within the organization in the future
7. Bi-lingual staff
8. Customer service / experience excellence training

Goal #3 KPIs / Metrics:

of new positions in 2019 and 2020? _____

- Did we perform a staffing efficiency/compensation study?
- Did we right-size our salaries based on that study by the end of 2020?
- Did we develop new consistent policies and procedures regarding professional development of staff?
- Did we develop new consistent policies and procedures regarding purchasing/procurement?
- Did we create and implement a new staff development program to ensure everyone has training opportunities?
- Did we begin grooming current staff for future leadership roles?
- How many staff do we have on a leadership track by the end of 2020?

of new employees added in 2019 and 2020 who are bilingual? _____

- Did we deliver Customer Experience Excellence training to every City employee?

Goal 4: Procedures / IT / Software and Hardware

Strategies
1. Conduct a Technology Assessment that yields specific recommendations
2. Improve technology / create specific strategies to have better IT support based on Assessment results
3. Upgrade all technology-related issues as recommended – desktops, servers, software, equipment, and peripherals
4. Start replacing old equipment
5. Provide superior service by keeping technology up to date and being able to communicate with the public (keep an open line of communication through website)
6. Carefully weigh all the pros and cons of considering bringing IT in-house
7. Upgrade the operating system
8. Streamline technology hardware, software processes within the City, based on Assessment recommendations
9. Upgrade all equipment and software and be trained on specific software to be used to maximum potential
10. Explore implementing downtown Wi-Fi

Goal #4 KPIs / Metrics:

- Did we conduct a Technology Assessment?
- Did we secure top quality technology support across all departments by the end of 2020?
- Did we upgrade our desktop computers?
% of employees who received upgraded computers by the end of 2020 (from 2018 numbers)? _____
- Did we upgrade our servers?
- Did we upgrade our computer software, subscriptions, and licenses?
- Did we upgrade our peripherals?
- Did we upgrade our other technology equipment?
- Did we establish an IT policy for updates and replacements that will keep us up-to-date from now through the future?
- Did we carefully weigh all the pros and cons of keeping IT outsourced vs. bringing it in-house?
- Did we upgrade our City operating system?
- Did we streamline our City technology processes?
- Did we secure training for staff to use all new equipment properly and efficiently?
- Did we investigate implementing WiFi throughout Downtown Lockhart?

Goal 5: Public Safety

Strategies
1. Provide quality public safety to all citizens of Lockhart
a) Develop a specific Retention Strategy first
b) Develop a specific Hiring Strategy
c) Long-term public safety facility planning
d) Develop an equipment replacement schedule
e) Ensure use of best practices / standards (research best practices, then implement)
f) Evaluate Accreditation opportunities

Goal #5 KPIs / Metrics:

of new law enforcement officers hired in 2019?

of new law enforcement officers hired in 2020?

% law enforcement officers retained?

of new firefighters hired in 2019?

of new firefighters hired in 2020?

% firefighters retained?

Did we develop a long-term public safety facilities plan?

Did we develop a public safety equipment replacement schedule?

Did we implement that new replacement schedule?

Did we research and record best practices across the country regarding public safety policy?

Did we make any modifications to our public safety policies based on that research?

Did we explore and evaluate Accreditation opportunities?

Conclusion

At the end of the planning retreat, the facilitator reminded all the participants that these goals would only be achieved if they held true to their commitments today to implement these specific strategies and tactics.

She reminded them that they are one team working toward one vision. The participants agreed to use this document regularly throughout 2019 and 2020 to track progress and measure accomplishments.

CITY COUNCIL FY 18-19 GOALS (FINAL COMBINED)

PRIORITY ORDER

COUNCILMEMBER	PRIORITY	FY 18-19 GOALS
CASTILLO	1	Infrastructure Improvements: streets
GONZALES-SANCHEZ	1	Hire A City Manager
MCGREGOR	1	Economic development, creating and retaining jobs, grocery campaign.
MENDOZA	1	Pay Raise City Employees.
MICHELSON	1	Public relations position/ get the word out about Lockhart (promoting)
WESTMORELAND	1	Infrastructure Improvements: streets
WHITE	1	Economic development, creating and retaining jobs, grocery campaign.
CASTILLO	2	Economic development, creating and retaining jobs, grocery campaign.
GONZALES-SANCHEZ	2	All Department Heads to Budget Salary Increases for all City Employees.
MCGREGOR	2	Work with LISD to establish a community recreation center at the Adams Gym, per under Parks
MENDOZA	2	Economic development, creating and retaining jobs, grocery campaign.
MICHELSON	2	Signage in Lockhart (highway, downtown, and toll) / Wayfinding, branding,...)
WESTMORELAND	2	Signage in Lockhart (highway, downtown, and toll) / Wayfinding, branding,...)
WHITE	2	Public relations position
CASTILLO	3	Continued police community committee involvement, neighborhood watch, gang awareness
GONZALES-SANCHEZ	3	Infrastructure: Continue City Infrastructure: Drainage, Street Repairs, Completion of Curbing, Brighter Lighting in Neighborhoods
MCGREGOR	3	Prepare Fire Station #3 (so we can have existing station remodeled)
MENDOZA	3	Continued police community committee involvement, neighborhood watch, gang awareness
MICHELSON	3	Prepare Fire Station #3 (so we can have existing station remodeled)
WESTMORELAND	3	More enforcement of codes directed at unsightly properties
WHITE	3	Wayfinding, branding, develop new entry sign and city markers
CASTILLO	4	City Facilities: Maintenance and repairs Economic Development: Recruit more businesses especially retail and continue efforts; contact existing and vacant building owners to see if they are willing to work with the City of Lockhart to bring retail businesses and specialty shops, as well as industrial. Purchase buildings and land when on the market for possible new businesses for the city.
GONZALES-SANCHEZ	4	Public relations position work with social media/ get the word out about Lockhart
MCGREGOR	4	Public relations position work with social media/ get the word out about Lockhart
MENDOZA	4	City Facilities: Maintenance and repairs

CITY COUNCIL FY 18-19 GOALS (FINAL COMBINED)

PRIORITY ORDER

COUNCILMEMBER	PRIORITY	FY 18-19 GOALS
MICHELSON	4	Refurbish City Hall inside (making it more inviting)
WESTMORELAND	4	Move forward with St Paul property project
WHITE	4	Park improvements- consider medium to long range plan for Town Branch development
CASTILLO	5	Affordable housing Police Task Force: Budget extra funds for a Police Task Force, a Narcotics Officer and a Mental Health Officer to address any drug and gang related problems and mental issues our city is being faced not only on the East side of our city but citywide. Budget for updated training for our police officers. There is a lot of training that is free
GONZALES-SANCHEZ	5	but a lot additional money for registration fees and course material.
MCGREGOR	5	Free public wifi on the square
MENDOZA	5	Parks improvements
MICHELSON	5	Continued police community committee involvement, neighborhood watch, gang awareness
WESTMORELAND	5	Angled parking downtown: N Main and N Commerce Sts(change during downtown drainage project)
WHITE	5	Continued police community committee involvement, neighborhood watch, gang awareness
CASTILLO	6	Wellness for employees



CITY COUNCIL FY 18-19 GOALS

Category Order and Comments by City Manager

Council agreed at February 13 meeting that each Councilmember will submit at least 5 category goals in priority order to the City Manager to be considered by Council at first meeting in March, 2018

CM INITIALS	PRIORITY #	GOALS IDENTIFIED BY COUNCIL FOR FY 18-19: SORTED BY CATEGORY FINAL LIST BY COUNCIL PRIORITIZED BY CATEGORY: SUBMIT TO CITY MGR BY MARCH 1 PLEASE	SUGGESTED FUNDING SOURCE BY COUNCILMEMBER	SORTED BY CATEGORY
		Improve communication between City and Chamber of Commerce	In-House	Chamber
		City Facilities	GF	City Bldgs
		Refurbish City Hall inside (making it more inviting)	Gen Fund	City Bldgs
		Prepare Fire Station 3 (so we can have main station remodeled)	Gen Fund	City Bldgs
		Hire A City Manager, Hire a City Manager that is Well Rounded and Experienced and Will Help our City to Continue to Grow for the right and positive reasons. To hire a City Manager that will allow our Department Heads to Grow and Improve Our Departments with their recommended suggestions not only from our department heads but from our employees. Working Smarter not Harder.	GF	City Manager
		More code enforcement of codes directed at unsightly properties	In-House	Code Enforc
		Continue demo of unsafe structures and pursue liens aggressively	GF	Code Enforc
		Convention Center. Our city is growing and there are too many events, programs and conferences that are going to other surrounding areas to have these events and those surrounding area businesses are benefitting and money is being spent in those areas instead on money being spent in our city. Granted, we do have meeting facilities in our city but these meeting facilities do not accommodate the number of people for the above events that have been mentioned.	GF	Convention Center
		Downtown improvements-lighting, pedestrian safety, south plaza idea? Sculpture? Sidewalk mosaics?	GF	Downtown
		Economic development, creating and retaining jobs, grocery campaign	general fund, LEDC	Econo Devl
		Economic Development		Econo Devl
		Expand economic development (by helping to spread the word & being more involved)	Gen Fund	Econo Devl
		Economic Development: Recruit more businesses 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 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 square.	GF	Econo Devl
		Pay raise across the board	GF	Employees
		All Department Heads to Budget Salary Increases for all City Employees.	GF	Employees
		Wellness for employees	GF	Employees
		Employee: Possible additional Employee Holiday Time Off-Alternating System. Even though this has been discussed and the reasons for why it cannot be done, I would like to see a time off alternating system, 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
		Subdivision developemnt to attract more businesses to Lockhart. Increase the number of homes, apartments, housing. Our city is growing with new citizens wanting to make Lockhart their home but due to the number of housing available, they wait and or possibly lose interest.	GF	Housing
		Infrastructure	GF	Infrastructure
		Infrastructure improvement- uncurbed streets, street rehab	GF	Infrastructure
		Improve Streets (repairs)	In-House	Infrastructure

CM INITIALS	PRIORITY #	GOALS IDENTIFIED BY COUNCIL FOR FY 18-19: SORTED BY CATEGORY FINAL LIST BY COUNCIL PRIORITIZED BY CATEGORY: SUBMIT TO CITY MGR BY MARCH 1 PLEASE	SUGGESTED FUNDING SOURCE BY COUNCILMEMBER	SORTED BY CATEGORY
		Infrastructure: Continue City Infrastructure: Drainage, Street Repairs, Completion of Curbing, Brighter Lighting in Neighborhoods	GF	Infrastructure
		Angled parking for N Main and N Commerce Streets (change during downtown project)	In-House	Parking Downtown
		Parking around and surrounding the square. Issues with larger vehicles parked in areas that are narrow and that make it hard to see oncoming traffic. Our city is growing and we have been very fortunate with our parking however, it is a concern especially when you have the bigger and wider trucks that are parked in an area that is for a moderate size car. It becomes a hazard and a blind spot when trying to reverse out of the parking space and a blind spot for any and all pedestrians.	GF	Parking Downtown
		Continue to work on City Park improvements	Gen Fund	Parks
		Revive all City parks	Grants	Parks
		Work with LISD to establish a community recreation center at Adams Gym, perhaps under Parks (PUBLIC HEALTH/PARKS)	General Fund/Parks & Rec	Parks
		Add 3 positions to the Parks Department, to help facilitate other improvements (PARKS)	General Fund/Parks & Rec	Parks
		Park improvements - consider medium to long range Town branch development	GF	Parks
		Develop a dog park as part of the Stueve Lane Monte Vista Tract (PARKS/ANIMAL SHELTER/PUBLIC HEALTH)	General Fund/Parks & Rec	Parks
		Parks Improvemens: Purchase and update the park equipment to provide safe and fun filled parks for all to use.	GF	Parks
		Start Planning for 2040 plan	GF	Planning
		Police	GF	Police
		Continued Police Community committee involvement, neighborhood watch, gang awareness	GF	Police
		Work with Police Department to bring back drug enforcement program	Gen Fund	Police
		Get back to Neighborhood Townhall Meetings	GF	Police
		Police Task Force: Budget extra funds for a Police Task Force, a Narcotics Officer and a Mental Health Officer to address any drug and gang related problems and mental issues our city is being faced not only on the East side of our city but citywide. Budget for updated training for our police officers. There is alot of training that is free but alot additional money for registration fees and course material. I am grateful that the Police Department did invest in our Drug Dog and is being utilized by the school as well.	GF	Police
		High School cadet programs for police, fire, EMS	GF	Police/Fire
		Public relations position to deal with social media	GF	Public Relations
		Get the word out about Lockhart (promoting, hiring a Public Relations person)	Gen Fund	Public Relations
		Sidewalk repair and expansion	GF	Sidewalks
		Signage in Lockhart (highway, downtown, and toll road)	Gen Fund	Signage
		Wayfinding, branding - develop new entry sign and city property markers	GF	Signage
		Move Forward with St Paul property project	In-House	St Paul Gift
		Develop an oral history project to support a future "Walking Tour" app for Lockhart (ECONOMIC DEV/DOWNTOWN)	General Fund/Fundraising	Tourism
		More Events to Attract Tourism in Lockhart and Include Way Finding Signage (Hotels and Restaurants). Added events, especially the events that are free to the public do very well for the city as well as for the businesses and tourism. I welcome new events to the city but need to be selective in the events that we do host.	GF	Tourism
		Create a Good Neighbor program (Lockhart Utility Customers can add an additional amount to utility bill to help others)	GF	Utility Customers

CM INITIALS	PRIORITY #	GOALS IDENTIFIED BY COUNCIL FOR FY 18-19: SORTED BY CATEGORY FINAL LIST BY COUNCIL PRIORITIZED BY CATEGORY: SUBMIT TO CITY MGR BY MARCH 1 PLEASE	SUGGESTED FUNDING SOURCE BY COUNCILMEMBER	SORTED BY CATEGORY
		Access to Municipal Court for Utility Payments	In-House	Utility Customers
		Free public wifi on the square as part of the redevelopment on the North side (ECONOMIC DEV/DOWNTOWN)	CAPCOG Grant?	Wifi
		Free public wifi on the square as part of the redevelopment on the North side	GF	Wifi

CM INITIALS	PRIORITY #	GOALS IDENTIFIED BY COUNCIL FOR FY 18-19: SORTED BY CATEGORY	SUGGESTED FUNDING SOURCE BY COUNCILMEMBER	SORTED BY CATEGORY	CITY MANAGER COMMENTS
BW	7	Improve communication between City and Chamber of Commerce	In-House	Chamber	City Staff works together with Chambers on all their events by being a co-sponsor with many in-kind services. Robert Tobias attends their meetings and periodically makes presentations about Economic Development issues.
JC	4	City Facilities	GF	City Bldgs	Budget for roofs and major repairs
JEFF M	5	Refurbish City Hall inside (making it more inviting)	Gen Fund	City Bldgs	Working on it; repairs to ceiling in progress, restrooms to be refurbished and replace signage with more informative directions.
JEFF M	7	Prepare Fire Station 3 (so we can have main station remodeled)	Gen Fund	City Bldgs	New plans will be prepared working with new Chief who has different ideas than the previous Chief
AGS	1	Hire A City Manager. Hire a City Manager that is Well Rounded and Experienced and Will Help our City to Continue to Grow for the right and positive reasons. To hire a City Manager that will allow our Department Heads to Grow and Improve Our Departments with their recommended suggestions not only from our department heads but from our employees. Working Smarter not Harder.	GF	City Manager	I concur. The current City Mgr has rode back of garbage trucks, climbed electrical poles, worked water/sewer/asphalt/concrete projects, and has been a utility collections clerk, and during these experiences learned the value of suggestions for charge that comes from employees in such positions. All department heads/supervisors are encouraged to listen to employees who have constructive ideas that would benefit in performing assigned tasks. City Mgr has also learned there are employees who keep there hands in their pockets and talk while everyone else is working and these are the same ones who are often found to be dishonest in their paperwork, sleep on the job, and have a poor attendance record.
BW	1	More code enforcement of codes directed at unsightly properties	In-House	Code Enforc	Will continue to address as complaints come in and as found during investigation outings.
LW	8	Continue demo of unsafe structures and pursue liens aggressively	GF	Code Enforc	Will continue to address and City Attorney exploring process to recover demolition costs
AGS	11	Convention Center. Our city is growing and there are too many events, programs and conferences that are going to other surrounding areas to have these events and those surrounding area businesses are benefitting and money is being spent in those areas instead on money being spent in our city. Granted, we do have meeting facilities in our city but these meeting facilities do not accommodate the number of people for the above events that have been mentioned.	GF	Convention Center	HOT funds and/or Bond Issue. Maintenance funds will be a minimum of \$150,000 annually not including director's salary, utilities, and insurance.
LW	9	Downtown improvements-lighting, pedestrian safety, south plaza idea? Sculpture? Sidewalk mosaics?	GF	Downtown	CAPCOG/CO project will address
LW	1	Economic development, creating and retaining jobs, grocery campaign	general fund, LEDC	Econo Devl	Robert Tobias working with several companies now
JC	2	Economic Development	GF	Econo Devl	See above

CM INITIALS	PRIORITY #	GOALS IDENTIFIED BY COUNCIL FOR FY 18-19: SORTED BY CATEGORY	SUGGESTED FUNDING SOURCE BY COUNCILMEMBER	SORTED BY CATEGORY	CITY MANAGER COMMENTS
JEFF M	3	Expand economic development (by helping to spread the word & being more involved)	Gen Fund	Econo Devl	Robert Tobias is involved with the San Marcos Partnership, local chambers, and with downtown businesses on a regular basis. Leads from the Governor's office and the Austin Chamber are also pursued as applicable.
AGS	4	Economic Development: Recruit more businesses especially retail and continue efforts; contact existing and vacant building owners to see if they are willing to work with the City of Lockhart to bring retail businesses and specialty shops, as well as industrial. Purchase buildings and land when on the market for possible new businesses for the city. Art Galleries and Music Venues have increased within our downtown area and though many not appreciate these type of business and or venues, it is good for our downtown and its livelihood. Let's work on getting more of the specialty shops and boutiques in or around the square.	GF	Econo Devl	The problem is that many of the property owners downtown do not have the funds to customize their buildings to support specialty shops which most the time are not willing to spend money on a building. Rob Tobias is exploring ways to address this issue.
JUAN M	1	Pay raise across the board	GF	Employees	Estimated Costs Including Benefits: For each 1% for non-civil service= \$52,000 For each 1% for civil service = \$28,000
AGS	2	All Department Heads to Budget Salary Increases for all City Employees.	GF	Employees	See above
JC	5	Wellness for employees	GF	Employees	City provides good health insurance (\$586 per month each) with wellness plans for employees; many Cities have stopped this benefit and only provide a stipend for insurance.
AGS	9	Employee: Possible additional Employee Holiday Time Off-Alternating System. Even though this has been discussed and the reasons for why it cannot be done, I would like to see a time off alternating system, especially during the holidays. I did appreciate that the city employees were allowed to stay home during our icy, sleet and snow days. The safety of our employees is very important.	GF	Employees	City employees with vacation leave and holiday time are off 23 days a year with pay which is more than a month of work days. The only holidays not given that we found are Columbus Day and Texas Independence Day. Employee safety is very important, however, some employees must come in to make conditions safe for residents and to respond to emergency conditions and that responsibility belongs to each department head who determines based on staff levels and skills time off during holiday times.
AGS	6	Subdivision development to attract more businesses to Lockhart. Increase the number of homes, apartments, housing. Our city is growing with new citizens wanting to make Lockhart their home but due to the number of housing available, they wait and or possibly lose interest.	GF	Housing	6 housing projects in place at different phases. City Manager recommended incentives to builders three years ago which Council approved and during the time it was in place it produced more housing. As a result, more engineering of subdivisions has begun.
JC	1	Infrastructure	GF	Infrastructure	\$400,000 or more yearly needed for streets
LW	2	Infrastructure improvement- uncurbed streets, street rehab	GF	Infrastructure	See above. It will take a major bond issue to address all streets that do not have curbs.
BW	3	Improve Streets (repairs)	In-House	Infrastructure	See above.

CM INITIALS	PRIORITY #	GOALS IDENTIFIED BY COUNCIL FOR FY 18-19: SORTED BY CATEGORY	SUGGESTED FUNDING SOURCE BY COUNCILMEMBER	SORTED BY CATEGORY	CITY MANAGER COMMENTS
AGS	3	Infrastructure: Continue City Infrastructure: Drainage, Street Repairs, Completion of Curbing, Brighter Lighting in Neighborhoods	GF	Infrastructure	For streets please see above. Brighter lighting is always a challenge in a city with so many trees. Lockhart still must comply with Senate Bill 5 which regulates power usage. Several cities have passed an ordinance that does not allow for the planting of trees within 15' of the right of way to improve lighting of streets and reduce tree trimming around power lines.
BW	4	Angled parking for N Main and N Commerce Streets (change during downtown project)	Ja-House	Parking Downtown	Scheduled with downtown improvements. Should also consider making 100 Blocks of N Main and N Commerce one-way and possibly consider other blocks downtown especially north/south streets.
AGS	10	Parking around and surrounding the square. Issues with larger vehicles parked in areas that are narrow and that make it hard to see oncoming traffic. Our city is growing and we have been very fortunate with our parking however, it is a concern especially when you have the bigger and wider trucks that are parked in an area that is for a moderate size car. It becomes a hazard and a blind spot when trying to reverse out of the parking space and a blind spot for any and all pedestrians.	GF	Parking Downtown	Scheduled with downtown improvements
JEFF M	2	Continue to work on City Park improvements	Gen Fund	Parks	Master Plan near complete
BW	2	Revive all City parks	Grants	Parks	Master Plan near complete
KM	2	Work with LISD to establish a community recreation center at Adams Gym, perhaps under Parks (PUBLIC HEALTH/PARKS)	General Fund/Parks & Rec	Parks	Mayor is visiting with LISD about this
KM	3	Add 3 positions to the Parks Department, to help facilitate other improvements (PARKS)	General Fund/Parks & Rec	Parks	Approx. \$100,000 to budget not including equipment and vehicles
LW	3	Park improvements - consider medium to long range Town branch development	GF	Parks	Bond issue needed
KM	4	Develop a dog park as part of the Stueve Lane Monte Vista Tract (PARKS/ANIMAL SHELTER/PUBLIC HEALTH)	General Fund/Parks & Rec	Parks	Estimate on this property is \$ 25000 using used fencing. Maintenance and insurance are also cost factors
AGS	8	Parks Improvements: Purchase and update the park equipment to provide safe and fun filled parks for all to use.	GF	Parks	Master Plan near complete
JUAN M	3	Start Planning for 2040 plan	GF	Planning	Needs to be done
JC	3	Police	GF	Police	Chief Pedraza is working on these issues. Recently issued update that was sent to Council.
LW	4	Continued Police Community committee involvement, neighborhood watch, gang awareness	GF	Police	See above
JEFF M	4	Work with Police Department to bring back drug enforcement program	Gen Fund	Police	See above
JUAN M	5	Get back to Neighborhood Townhall Meetings	GF	Police	Will get with Chief about this

CM INITIALS	PRIORITY #	GOALS IDENTIFIED BY COUNCIL FOR FY 18-19: SORTED BY CATEGORY	SUGGESTED FUNDING SOURCE BY COUNCILMEMBER	SORTED BY CATEGORY	CITY MANAGER COMMENTS
AGS	5	Police Task Force: Budget extra funds for a Police Task Force, a Narcotics Officer and a Mental Health Officer to address any drug and gang related problems and mental issues our city is being faced not only on the East side of our city but citywide. Budget for updated training for our police officers. There is a lot of training that is free but a lot additional money for registration fees and course material. I am grateful that the Police Department did invest in our Drug Dog and is being utilized by the school as well.	GF	Police	Chief Pedraza reports that Lockhart has two certified mental health officers, and he feels there is sufficient funding for training. He also reports that a new Narcotics Officer would cost about \$90,000 for salary/benefits, training, a vehicle, and all required equipment.
LW	10	High School cadet programs for police, fire, EMS	GF	Police/Fire	Will visit with department heads again about this
LW	6	Public relations position to deal with social media	GF	Public Relations	Position would cost with benefits about \$45,000 annually and would need more tasks to perform.
JEFF M	6	Public relations position to deal with social media	GF	Public Relations	See above
LW	7	Sidewalk repair and expansion	GF	Sidewalks	Costs average about \$25 per linear foot
JEFF M	1	Signage in Lockhart (highway, downtown, and toll road)	Gen Fund	Signage	Wayfinding and Branding Committee in place
LW	5	Wayfinding, branding - develop new entry sign and city property markers	GF	Signage	See above
BW	5	Move Forward with St Paul property project	In-House General	St Paul Gift	Working on costs associated with this projects which involve asbestos/lead paint survey and possible abatement, ADA restrooms, ADA entry ramp, kitchen changes, and other repairs.
KM	5	Develop an oral history project to support a future "Walking Tour" app for Lockhart	Fund/Fundraising	Tourism	Could be part of the Wayfinding and Branding Committee tasks
AGS	7	More Events to Attract Tourism in Lockhart and Include Way Finding Signage (Hotels and Restaurants). Added events, especially the events that are free to the public do very well for the city as well as for the businesses and tourism. I welcome new events to the city but need to be selective in the events that we do host.	GF	Tourism	Chambers receive HOT funds for tourism and City co-sponsors events that contribute to tourism.
JUAN M	4	Create a Good Neighbor program (Lockhart Utility Customers can add an additional amount to utility bill to help others)	GF	Utility Customers	Have pursued this in the past. Requires a Board or Committee that is willing to take on the tasks of selecting who and how much help can be provided to customers. Some Cities allocate the funds to existing organization that is willing to take on the project.
BW	6	Access to Municipal Court for Utility Payments	In-House	Utility Customers	Working to this; advertisements and office training needed.
KM	1	Free public Wi-Fi on the square as part of the redevelopment on the North side (ECONOMIC DEV/DOWNTOWN)	CAPCOG Grant?	Wi-Fi	County judge had indicated to Mayor that the County could do this.
JUAN M	2	Free public wifi on the square as part of the redevelopment on the North side	GF	Wifi	See Above

LOCKHART CITY COUNCIL FY 17-18 GOALS				
Category and Priority Order				
COUNCIL MEMBER	PRIORITY	GOALS IDENTIFIED BY COUNCIL FOR FY 17-18 (as submitted by Councilmembers)	SUGGESTED FUNDING SOURCE BY COUNCILMEMBER	CATEGORY
BH	3	Continue Improving City Cemetery	with GF Expiring debt saving and/or Cemetery Tax	CEMETERY
Jeff M	2	Refurbish City Hall in the inside (to make more inviting to the public) as well as doing some landscaping outside	General Fund	CITY BLDGS
BW	3	Spruce up and clean up City 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
\$14,124,890.00		TOTAL PROJECT COST																																							
\$2,068,024.00	1	DRAINING IMPROVEMENTS CONTRACT 1 - Mesquite/Wichita Street & Richland Drive																																							
		Surveying Proposal	17 days	Fri 3/6/15	Sun 3/22/15																																				
		Survey	30 days	Mon 3/23/15	Tue 4/21/15																																				
		Acquisition	120 days	Wed 4/22/15	Wed 8/19/15																																				
		Engineering Design	90 days	Wed 4/22/15	Mon 7/20/15																																				
		Bid Ad/NTP	60 days	Tue 7/21/15	Fri 9/18/15																																				
		Construction	180 days	Sat 9/19/15	Wed 3/16/16																																				
\$1,999,200.00	2	DRAINAGE IMPROVEMENTS CONTRACT 2 - Century Oaks/Market Street, & Ash/Comal Streets																																							
		Surveying Proposal	17 days	Fri 3/6/15	Sun 3/22/15																																				
		Survey	30 days	Sat 4/25/15	Sun 5/24/15																																				
		Acquisition	150 days	Mon 5/25/15	Wed 10/21/15																																				
		Engineering Design	120 days	Mon 5/25/15	Mon 9/21/15																																				
		Bid Ad/NTP	60 days	Tue 9/22/15	Fri 11/20/15																																				
		Construction	180 days	Sat 11/21/15	Wed 5/18/16																																				
\$3,394,038.00	3	DRAINAGE IMPROVEMENTS CONTRACT 3 - Downtown Improvements Project																																							
		Surveying Proposal	15 days	Sun 8/2/15	Sun 8/16/15																																				
		Survey	45 days	Mon 8/17/15	Wed 9/30/15																																				
		Engineering Design	180 days	Thu 10/1/15	Mon 3/28/16																																				
		Bid Ad/NTP	60 days	Tue 3/29/16	Fri 5/27/16																																				
		Construction	365 days	Sat 5/28/16	Sat 5/27/17																																				
\$323,400.00	4	DRAINAGE IMPROVEMENTS CONTRACT 4 - Medina & US183 Project																																							
		Surveying Proposal	15 days	Sun 11/1/15	Sun 11/15/15																																				
		Survey	7 days	Mon 11/16/15	Sun 11/22/15																																				
		Acquisition	90 days	Mon 11/23/15	Sat 2/20/16																																				
		Engineering Design	60 days	Mon 11/23/15	Thu 1/21/16																																				
		Bid Ad/NTP	60 days	Fri 1/22/16	Mon 3/21/16																																				
		Construction	90 days	Tue 3/22/16	Sun 6/19/16																																				
\$1,764,000.00	5	FM 2001 ELEVATED TANK PROJECT																																							
		Surveying Proposal	15 days	Sat 1/2/16	Sat 1/16/16																																				
		Survey	15 days	Sun 1/17/16	Sun 1/31/16																																				
		Acquisition	120 days	Mon 2/1/16	Mon 5/30/16																																				
		Engineering Design	90 days	Mon 2/1/16	Sat 4/30/16																																				
		Bid Ad/NTP	60 days	Sun 5/1/16	Wed 6/29/16																																				

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																																				