

**LOCKHART CITY COUNCIL
REGULAR MEETING**

MARCH 3, 2020

6:30 P.M.

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

Council present:

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

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

Staff present:

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

Connie Constancio, City Secretary
Miles Smith, Public Information Officer
Randy Jenkins, Fire Chief

Citizens/Visitors Addressing the Council: Stephen Van Manen of Harrison, Waldrop & Uherek; and, Jay Howard of Texas Disposal System.

Work Session 6:30 p.m.

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

DISCUSSION ONLY

A. PRESENTATION AND DISCUSSION OF THE CITY OF LOCKHART'S AND LOCKHART ECONOMIC DEVELOPMENT CORPORATION'S FISCAL YEAR 2018-2019 COMPREHENSIVE ANNUAL FINANCE REPORT BY HARRISON, WALDROP & UHEREK, LLP.

Ms. Larison stated that Harrison, Waldrop & Uherek would provide information regarding the City's Comprehensive Annual Financial Report (CAFR), which is the first for the City of Lockhart. The Government Finance Officers Association (GFOA) established the program in 1945 to encourage and assist local governments to go beyond the minimum requirements of generally accepted accounting principles (GAAP) to prepare comprehensive annual financial reports that evidence the spirit of transparency and full disclosure. The CAFR establishes credibility with the city's creditors and bond rating agencies. The auditor's opinion of the CAFR presents an Unqualified Opinion, or "Clean Opinion", which is presumed to be free from material misstatements.

Stephen Van Manen of Harrison, Waldrop & Uherek presented information and there was discussion regarding the Fiscal Year 2018-2019 CAFR. Mr. Van Manen stated that it is the firm's opinion that the financial statements referred to in the report present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the aggregate discretely presented component unit, each major fund, and the aggregate remaining fund information of the City as of September 30, 2019, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

B. DISCUSS MINUTES OF THE CITY COUNCIL MEETING OF FEBRUARY 18, 2020.

Mayor White requested corrections to the minutes. There were corrections.

C. DISCUSS RESOLUTION 2020-09 IN SUPPORT OF THE 2020 U.S. CENSUS.

Mayor White stated that the 2020 U.S. Census is under way and he encouraged citizens to respond and participate in the U.S. Census. He explained that it is important to the community's residents because it provides critical data that lawmakers, business owners, teachers and many others use to provide daily services, products and support. Every year, billions of dollars in federal funding to the hospitals, fire departments, schools, roads and other resources. The Census also determines how many representatives the State gets in the U.S. House of Representatives and how the lines are drawn that define congressional and State legislative districts.

D. DISCUSS RESOLUTION 2020-08 ON AN AGREEMENT WITH LCRA AND MCCOY TREE SURGERY FOR TREE TRIMMING IN THE RIGHT-OF-WAY AND UTILITY EASEMENTS AND BUDGET AMENDMENT #42 INCREASING EXPENDITURES IN THE ELECTRIC FUND BY \$100,000.

Mr. Lewis stated that the City does not own high voltage transmission facilities or generation resources. The distribution system includes approximately 75 miles of low voltage distribution feeders that traverse the City between substations and the customers. In 2017, the City contracted with LCRA to complete an Electric System Study to determine the adequacy of the existing distribution system, and to identify those improvements necessary to maintain reliable electric service over the next five-year time frame. The recommendation from the 2017 Study regarding tree trimming states that it is recommended that the City continue the tree trimming program in an effort to reduce voltage flicker, outages, losses, and to improve public safety and satisfaction. Trees and tree limbs falling into power lines are the most common cause of outages. Downed power lines caused by falling trees are a public safety hazard. Limbs that touch power lines also increase the cost of purchased power by increasing losses. Finally, utilities that fail to maintain a tree trimming program frequently experience higher than normal expenses during severe storm conditions. Not only does the utility incur many hours of overtime, but they must also purchase additional inventory to replace damaged poles, wire and electric equipment. The City of Lockhart Tree Trimming program could keep the system clear with a tree trimming contractor on site once a year. The City contracts with vegetation management companies to assist with the tree trimming program. Prior to trimming, door hangers are left at the residences in the area and provides the name and phone number of the City's contractor. McCoy Tree Survey specializes in vegetation management for the electric utility industry. McCoy's pruning methods comply with industry standards for safety and tree care, and are endorsed by the International Society of Arboriculture and the Tree Care Industry Association. There is no charge to the customer for these services. Following Fiscal Year 2018, the City desired to hire an in-house tree trimming specialist. Due to the inability to staff this position with a qualified candidate, efforts have been redirected to engage a private contractor. The proposed agreement with LCRA/McCoy is an effort to catch up with needed trimming.

Mr. Leos explained the necessity to trim trees to avoid power outages during bad storms. There was discussion regarding coordinating tree trimming with Bluebonnet Electric, which the City is responsible for half of the cost within the city limits. There was discussion.

E. DISCUSS BUDGET AMENDMENT #43 IN THE AMOUNT OF \$207,061.73 FOR SUPERVISORY CONTROL AND DATA ACQUISITION (SCADA) IMPROVEMENTS AT THE WATER TREATMENT PLANT AND WATER WELLS TO BE EXECUTED BY GUADALUPE-BLANCO RIVER AUTHORITY.

Mr. Kelley stated that Budget #43 will increase revenues and expenditures in the Water Fund by \$207,061.73. The Water Fund budget will reflect revenues in the amount of \$4,386,758.73 and expenditures in the amount of \$4,372,728.73. Revenues will increase from a transfer of funds from the 2015 Certificates of Obligation. The SCADA (supervisory control and data acquisition) system for the water plant is the computer system used to monitor and control plant equipment, well operations, flow of water, and water tower levels. The current SCADA system at the water plant is over twenty years old and getting more difficult to repair due to the scarceness of parts. On June 5, 2018, Council committed to making necessary upgrades to the Lockhart Water Plant. This improvement was the number one recommended priority by staff. At that time, we were anticipating the cost to replace the SCADA system to be between \$250K and \$350K. GBRA has solicited bids in compliance with State law. Six (6) bids were received ranging from \$207,061.73 to \$699,500. The lowest responsible bid was submitted by Alterman Electric of Austin, Texas in the amount of \$207,061.73. Alterman Electric has a commendable reputation of installing electrical components and SCADA systems. Mr. Kelley recommended approval. There was discussion.

F. DISCUSS BID TO WESTSTAR CONSTRUCTION OF GEORGETOWN, TEXAS IN THE AMOUNT OF \$213,245.50 FOR THE CONSTRUCTION OF THE TOWN BRANCH TRAIL PHASE I CONSISTING OF APPROXIMATELY 2,100 FEET OF 10-FOOT WIDE CONCRETE TRAILS.

Mr. Kelley stated that in 2019, St. David's Foundation awarded the City of Lockhart a grant for the Healthiest Places Projects in the amount of \$250,000. The purpose of the grant was to create or improve areas where the public can access amenities that promote physical activities. The project chosen for the grant was the continuation of trails in our park system to improve connectivity and create a safe environment for pedestrian traffic. This project consists of construction of approximately 2,100' of 10' wide concrete trail including pedestrian ramps and ballards. Bids were advertised in compliance with State law for the construction of the Town Branch Trail Phase I Project. Nine (9) bids were received ranging from \$213,245.50 to a high of \$396,760. The lowest bid was submitted by WestStar Construction in the amount of \$213,245.50 for the Total Base Bid Proposal. WestStar Construction has a commendable reputation of installing flatwork and concrete construction. The grant funds along with \$75,000 of unassigned funds allocated by Council in 2019 will be used to create the Town Branch Trail. Mr. Kelley recommended approval. There was discussion.

G. DISCUSS CITY LINE ROAD BOOSTER STATION CHANGE ORDER NO. 1 TO TTE, LLC OF SPICEWOOD SPRINGS, TEXAS IN THE AMOUNT OF \$7,370 INCREASING THE CONTRACT AMOUNT TO \$1,032,370 FOR ADDITIONAL IMPROVEMENTS TO THE MAPLE STREET ELEVATED TANK DISCOVERED DURING RENOVATION OF THE TANK AND APPOINTING THE MAYOR TO SIGN ALL CONTRACTUAL DOCUMENTS.

Mr. Kelley stated that during the interior sandblasting process for the City Line Road Pump Station Project, unknown corrosion to the vent port and interior ladder were identified, along with exterior damage to the tank vent and tank hatch. It is highly recommended to fix the pitting on the vent port, repair the vent housing, repair the tank hatch, replace the safety rail on the ladder and weld the ladder directly to its frame to correct these issues. Making these fixes now will preserve the longevity of the elevated storage tank located on City Line Road. Mr. Kelley recommended approval. There was discussion.

H. DISCUSS SUBMISSION OF AN ASSISTANCE TO FIREFIGHTERS GRANT (AFG) APPLICATION TO THE FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) AND AUTHORIZING THE MAYOR TO ACT AS THE CITY'S EXECUTIVE OFFICER AND AUTHORIZED REPRESENTATIVE IN ALL MATTERS PERTAINING TO THE CITY'S PARTICIPATION IN THE ASSISTANCE TO FIREFIGHTERS GRANT PROGRAM.

Chief Jenkins stated that the primary goal of the Assistance to Firefighters Grant (AFG) is to enhance the safety of the public and firefighters with respect to fire-related hazards by providing direct financial assistance to eligible fire departments. The proposed response vehicle is a 2020 Pierce custom pumper. The new pumper will replace Engine 1, a 1984 Pierce pumper. Best practice is to deploy a pumper front-line for 10 years and reserve for 10 years. The National Fire Protection Association (NFPA) 1901 (Standard for Fire Apparatus) recommends removing a pumper from service after 25 years. Estimated project cost includes \$566,337.22 for response vehicle and \$30,000 for loose equipment. If the grant is awarded, a budget amendment in the amount of \$56,968.44 would thereafter be brought to the Council to fund the grant match requirement. The grant application is due on March 13 with the award to be determined in late 2020. Chief Jenkins recommended approval.

I. DISCUSS RESOLUTION 2020-07 ADOPTING STRATEGIC PRIORITIES FOR 2020-2021.

Mr. Lewis stated that Alyisa Cook of Opportunity Strategies conducted a department head goals retreat on January 17, 2020 followed by a Council goals retreat on January 18, 2020. There was discussion regarding the Strategic Priorities produced during the retreats for Fiscal Year 2020-2021.

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

ITEM 3. PUBLIC COMMENT.

Mayor White requested citizens to address the Council regarding an issue that is not on the agenda.

Jay Howard of Texas Disposal Systems (TDS) reminded the Council that the City's solid waste contract will expire the end of 2020. He requested that the city allow TDS to submit their proposal to be considered to provide the service in the future.

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

ITEM 4. CONSENT AGENDA.

Mayor Pro-Tem Sanchez made a motion to approve consent agenda items 4A, 4B, 4C, 4D, 4E, 4F, 4G, and 4H. Councilmember Bryant seconded. The motion passed by a vote of 7-0.

The following are the consent agenda items that were approved:

- 4A: Accept the City of Lockhart's and Lockhart Economic Development Corporation's Fiscal Year 2018-2019 Comprehensive Annual Finance report by Harrison, Waldrop & Uherek, LLP.
- 4B: Approve minutes of the City Council meeting of February 18, 2020.
- 4C: Approve Resolution 2020-09 in support of the 2020 U.S. Census.
- 4D: Approve Resolution 2020-08 on an agreement with LCRA and McCoy Tree Surgery for tree trimming in the right-of-way and utility easements and approve Budget Amendment #42 increasing expenditures in the Electric Fund by \$100,000.
- 4E: Approve Budget Amendment #43 in the amount of \$207,061.73 for Supervisory Control and Data Acquisition (SCADA) improvements at the Water Treatment Plant and water wells to be executed by Guadalupe-Blanco River Authority.
- 4F: Award bid to WestStar Construction of Georgetown, Texas in the amount of \$213,245.50 for the construction of the Town Branch Trail Phase I consisting of approximately 2,100 feet of 10-foot wide concrete trails.
- 4G: Approve City Line Road Booster Station Change Order No. 1 to TTE, LLC of Spicewood Springs, Texas in the amount of \$7,370 increasing the contract amount to \$1,032,370 for additional improvements to the Maple Street Elevated Tank discovered during renovation of the tank and appointing the Mayor to sign all contractual documents.
- 4H: Approve submission of an Assistance to Firefighters Grant (AFG) application to the Federal Emergency Management Agency (FEMA) and authorizing the Mayor to act as the City's executive officer and authorized representative in all matters pertaining to the City's participation in the Assistance to Firefighters Grant Program.

ITEM 5-A. DISCUSSION AND/OR ACTION TO CONSIDER RESOLUTION 2020-07 ADOPTING STRATEGIC PRIORITIES FOR 2020-2021.

Mayor Pro-Tem Sanchez made a motion to approve Resolution 2020-07, as presented. Councilmember McGregor seconded. The motion passed by a vote of 7-0.

ITEM 5-B. DISCUSSION AND/OR ACTION REGARDING APPOINTMENTS TO VARIOUS BOARDS, COMMISSIONS OR COMMITTEES.

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

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

- GBRA's updates regarding the wastewater treatment facility permit renewals for the Larremore and FM 20 plants.
- The application for the transfer of water CCN from Polonia Water Supply Corporation to Lockhart was submitted to the Public Utility Commission on February 20th.
- Discussion of the February, 2020 Monthly Financial Report.

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

Councilmember Westmoreland expressed well wishes to the community of Nashville after a recent natural disaster. He encouraged everyone to be safe.

Councilmember Mendoza wished candidates luck during the March Primary Election.

Mayor Pro-Tem Sanchez expressed condolences to the families of Jessie Leos and Shawn Eaton. She expressed best wishes to the candidates during the March Primary Election.

Councilmember McGregor thanked all that voted in the March Primary Election and she invited all to attend First Friday events this week.

Councilmember Bryant congratulated the Girl Scouts for participation in the World Thinking Day.

ITEM 8. 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. Deliberate the sale of real property owned by the City.

Mayor White announced that the Council would enter Executive Session at 7:45 p.m.

ITEM 9. OPEN SESSION - Discussion and/or action regarding the possible sale of real property owned by the City.

Mayor White announced that the Council would enter Open Session at 8:10 p.m.


Councilmember McGregor made a motion to authorize the City Attorney and City Manager to return with a sale agreement for the property in question. Councilmember Michelson seconded. The motion passed by a vote of 7-0.

ITEM 10. ADJOURNMENT.

Mayor Pro-Tem Sanchez made a motion to adjourn the meeting. Councilmember Mendoza seconded. The motion passed by a vote of 7-0. The meeting was adjourned at 8:11 p.m.

PASSED and APPROVED this the 17th day of March 2020.

CITY OF LOCKHART


Lew White, Mayor

ATTEST:



Connie Constancio, TRMC
City Secretary

